

## **Citizens' Finance Advisory Commission Minutes**

March 14, 2012 – 6:00 PM  
City of Loveland Council Chambers  
500 E. 3<sup>rd</sup> Street, Loveland, CO 80537

**Committee Members Present:** John Case, Erik Trenary, Jennifer Travis, Dave Clark, Jodi Radke, Brad Pierson, Julie Harden (guest and future member).

**Staff & Council Liaison Present:** John Hartman, Councilor Ralph Trenary, Bonnie Steele.

### **PUBLIC COMMENT:**

No public present.

### **CALL TO ORDER:**

John Case called the meeting to order at 6:04 PM

### **APPROVAL OF MINUTES & AGENDA:**

John Case asked for approval of the January minutes and agenda. **Motion was made and seconded to approve the minutes and agenda as submitted. Motion passed 10-0**

### **REGULAR AGENDA:**

#### Results from Board & Commission Summit (John Case)

John Case gave positive feedback from the Board & Commission Summit. John Hartman let the group know that the packet of information from the Summit would be made available to the group.

#### Lessons Learned – Review of 5 years Executive Summaries (Budget Transmittal Letter from City Manager to Council

Positivity was expressed that the letter explained the budget would be ready to anticipate economic trouble and that the City would maintain caution and conservatism. The letter became more informative with in depth information given the struggling economy. As the years passed the letter became more of a communication tool. It was suggested that the group be given more time to read the messages and report back its findings (all comments will be sent to Chloe and will be updated and emailed a couple weeks before the next meeting).

### **REPORTS:**

#### Council Update (Ralph Trenary)

-Councilor Trenary gave the view of the Council that they aren't interested in looking at bonded debt to improve the water system but want to look at every option outside of bonded debt.

-A discussion of the former Agilent property ensued and a motion was made that a letter from CFAC, via John Case, be written for the public to outline the background on the project and its current atmosphere.

#### Staff Liaison Update (John Hartman)

The finance staff is formulating the year-end numbers and working towards the audit.

April- Annual rollover ordinance (re-appropriate money for uncompleted projects from 2011).

May- Study session in Council for 5 year look back with 2013 budget.

Finance director position reopened and will take another 2-3 months.

#### Lesson's Learned – Prep of Draft Survey Instrument

Discussion moved to next meeting.

### **OLD BUSINESS:**

The 2011 work-plan schedule was tidied up and will be posted on the web.

**NEW BUSINESS:**

Alan is looking for people to participate in CEF discussion during the 3/27 study session. Dave Clark volunteered and other CFAC members may participate.

It was suggested that CFAC create a “mentor” program so that new members can receive guidance on how the commission works and what to expect.

**ADJOURNMENT:**

**Motion was made and seconded for adjournment. Meeting was adjourned at 7:09 PM**

Minutes respectfully submitted,

Chloe Romero  
Secretary to the Board