



**MINUTES**  
**LOVELAND CITY COUNCIL SPECIAL MEETING**  
**& STUDY SESSION**  
**Tuesday, July 11, 2017 5:30 PM**

**COUNCIL PRESENT:**

Gutierrez, Fogle, Shaffer, Johnson, Overcash, Ball, Clark, and Olson. Krenning arrived during the executive session.

**COUNCIL ABSENT:**                   none

**SPECIAL MEETING**

**1. INTRODUCTION**

**1.1 CALL TO ORDER**

**1.2. ROLL CALL**

**2. AGENDA**

**2.1. HUMAN RESOURCES**

**CITY MANAGER'S QUARTERLY PERFORMANCE REVIEW WITH POSSIBLE EXECUTIVE SESSION**

Julia Holland, Human Resources Director, presented this item to City Council to conduct the City Manager's quarterly performance review meeting on July 11, 2017, which may include an executive session to discuss personnel matters. The Special Meeting is a recurring performance evaluation meeting established pursuant to Resolution #R-117-2016 or required by the City Charter that will be conducted by City Council with their employees, which includes the City Manager, City Attorney and Municipal Judge.

Public Comment: Larry Sarner, Loveland resident, expressed concern regarding the executive session and transparency. John Lewis, Loveland resident, spoke in support of the City Manager's raise.

Moved by Councilor Shaffer, seconded by Councilor Fogle

***A Motion for the Loveland City Council recess into executive session, under City of Loveland Charter section 4-4: to receive information and discuss Personnel matters to include review, evaluation, deliberation, and discussion as authorized by CRS §***

**24-6-402(4)(f)(I) and Charter Section 4-4(c)(5), regarding the evaluation of Steve Adams, City Manager; and as authorized by CRS § 24-6-402(4)(g) and Charter Section 4-4(c)(3); and to consider and discuss documents and materials related to these personnel matters that are not subject to public inspection under the Colorado Open Records Act.**

CARRIED UNANIMOUSLY.

*Council recessed for the Executive Session at 5:33 p.m.*

*Council reconvened from the Executive Session at 6:32 p.m.*

Moved by Councilor Clark, seconded by Councilor Johnson

***A Motion to approve a 3.5% salary increase, for the City Manager, with the option of potential bonuses in the future, based on performance.***

CARRIED UNANIMOUSLY.

**3. ADJOURN TO STUDY SESSION**

**Mayor Gutierrez adjourned the Special Meeting and opened the Study Session at 6:55 p.m.**

**4. STUDY SESSION AGENDA**

**Move Item 4.4 to 4.1**

**Ward II City Council Member Residency Question**

Moved by Councilor Krenning, seconded by Councilor Olson  
***A Motion to Move Item 4.4 to 4.1 on the Study Session Agenda.***

*Councilor Shaffer abstained from voting under provision of LCC Section 4-6(c)  
No member of the Council shall vote on any matter concerning the member's own conduct.*

CARRIED 5 to 3.

**4.1. CITY ATTORNEY AND CITY CLERK**

**WARD II CITY COUNCIL MEMBER RESIDENCY QUESTION**

Claybourne M. Douglas, City Attorney, presented this item to Council. The purpose of this item is to respond to a request, under the Council's "Rule of Four," to discuss questions voiced by a Ward I Council Member about whether a

Ward II Council Member currently resides within that Ward. The request indicates that Council discussion of that matter may allow efficient and effective resolution of the question. Councilor Shaffer informed Council that she has filed the proper forms with the City Clerks Office updating her address and has confirmed that it is in Ward II.

*Information Only*

**4.2. DEVELOPMENT SERVICES  
UNIFIED DEVELOPMENT CODE - TASK FOUR - NEW RESIDENTIAL ZONING  
DISTRICTS**

Gregory George, Project Manager, presented this item to Council. The topic of this study session is Task 4 of the Unified Development Code project. More specifically, new standards are proposed to implement policies in the Comprehensive Plan (Create Loveland) relative to Complete Neighborhoods. Attachment 1 is an excerpt from the Comprehensive Plan summarizing the concepts and policies for Complete Neighborhoods.

*Information Only*

**4.3. ECONOMIC DEVELOPMENT  
UPDATE FROM THE LOVELAND DOWNTOWN PARTNERSHIP (LDP) AND  
DOWNTOWN DEVELOPMENT AUTHORITY (DDA)**

Jacque Wedding-Scott, Executive Director of the LDP and DDA, along with representatives of the Loveland Downtown Partnership (LDP) and Downtown Development Authority (DDA) presented this item to Council. They shared with Council an update on their Downtown District Mission, organizational work plans, and provide a summary of activities and achievements of the past year and discuss future plans.

*Information Only*

**4.4. CITY MANAGER  
METRO DISTRICT UPDATE**

Alan Krcmarik, Executive Fiscal Advisor, along with William Ankele, White, Bear and Ankele; Samuel R. Sharp, D.A. Davidson; Peggy Dowswell, Pinnacle Consulting; David Powell, Loveland Berthoud Association of Realtors; Jim Manire, Metro District Service Plan Reviewer; Gordon Jones, Chief Financial Officer of Thompson School District; Scott Olene, Department of Local Affairs; Brian K. Matise, Berg Simpson; and David Crowder, General Manager of Centerra; presented this item to Council. Communities in Colorado have been authorizing service plans for metropolitan districts since the 1950s. Originally intended to provide urban-like services to developments outside municipal limits, they have evolved to be a preferred technique to provide financing for public

improvements inside city limits. Developers in the City of Loveland began using metro districts in the early 2000s. Council has recently received information about metro district and this study session provides information that is more detailed from experts in special districts that have a variety of perspectives. The materials presented will likely stimulate additional questions and discussion from the Council and the participants. Staff will use information from the study session to continue its efforts to draft revisions to the metro district policy for the City to use to evaluate future requests by developers.

*Information Only*

**4.5. CITY MANAGER  
DISCUSSION ON POSSIBLE BROADBAND REFERENDUM**

Steve Adams, City Manager, presented this item to Council. The purpose of this item is to discuss and provide direction to staff regarding the possibility of referring a ballot question to City voters in November 2017 regarding the City's Broadband Initiative. On November 3, 2015, Loveland citizens approved Ballot Issue 2C, effectively allowing the City of Loveland to investigate alternatives for promoting broadband options while considering the needs and desires of our community. Since the vote in November 2015, the City of Loveland has been conducting an assessment and feasibility study on the possible options for providing broadband service to residents and business in Loveland. Staff have been engaged in providing information to City Council related to the City's Broadband Feasibility Study. Information was presented to Council on October 25, 2016, February 28, 2017 and on June 27, 2017 regarding this study.

*Information Only*

**5. ADJOURN**  
Mayor Gutierrez adjourned the July 11, 2017 Special Meeting and Study Session at 12:20 p.m.

Respectfully Submitted,



  
Beverly A. Walker, Acting City  
Clerk

  
Cecil A. Gutierrez, Mayor