

Citizens' Finance Advisory Commission Minutes
February 8, 2012 – 6:00 PM
City of Loveland Council Chambers, 500 E. 3rd Street, Loveland, CO 80537

Committee Members Present: John Case, Jason Napolitano, Erik Trenary, Jodi Radke, Jennifer Travis, Jim Atkins, Dave Clark (left at 7:38), Mary Ashkam (left at 7:11), Brad Pierson.

Staff & Council Liaison Present: John Hartman, Bonnie Steele, Councilor Ralph Trenary, City Manager Bill Cahill, Alan Krcmarik.

PUBLIC COMMENT:

No public present.

CALL TO ORDER:

John Case called the meeting to order at 6:05PM.

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:

Board and Commission Roles (Bill Cahill, City Manager)

Mr. Cahill gave a PowerPoint presentation on Roles and Duties as it pertains to commissions and gave insight into how CFAC can stay on the right path in regards to its tasks and their detail. Mr. Cahill also provided an “At a Glance” document with CFAC’s background and other important information.

Finalize Project Calendar for Coming Year

John Hartman provided the most recent annual schedule of CFAC’s tasks. It was suggested a sub-committee list be added to the bottom of the project calendar to reflect what said committee may be currently working on. Example: CEF Investigation, Lessons Learned etc

CFAC will be provided with the “Core Budget” to show the framework departments are operating within for budget requests.

Jim Atkins made motion at 6:58PM, seconded by Jennifer Travis, requesting city staff to create a notebook of its financial policies. (Preliminary by May, Primary by October) Motion was passed at 7:11PM.

REPORTS:

Dashboard (Alan Krcmarik)

Alan gave a PowerPoint presentation on the current Dashboard.

Council Update (Ralph Trenary) (7:50)

CEF Review: Ralph reported that there was a lot of interest from other counselor’s during the advance. Ralph also commented that CFAC should expect significantly high numbers coming to the top of the counseling agenda in regards to the the police/fire department.

Staff Liaison (John Hartman)

The opening for the Finance Director position is closed and the interview process is currently being designed. The new Director will be hired within a couple of months.

OLD BUSINESS:

No old business.

NEW BUSINESS:

Homework for lesson's learned:

The last 5 years Budget Messages (CFAC to read between now and next month) will discuss individual input next meeting (shooting for December on Lesson's Learned project)

Subcommittee: Jim Atkins/Jennifer Travis with Mr. Trenary as council

ADJOURNMENT

Motion was made and seconded for adjournment. Meeting was adjourned at 8:06PM

Minutes respectfully submitted,

Chloe Romero
Secretary to the Board