

# Department Summaries

## **Legislative (LEG)..... 6-1**

The City of Loveland is a home rule, council-manager form of government. The City Council is a nine member policy-making board for the City of Loveland. The Council is led by the Mayor, who is elected for a two-year term by the community at large.

## **Executive & Legal (E&L)..... 7-1**

All City staff report to the City Manager, except the Municipal Court and the City Attorney's Office. It is the City Manager's responsibility to integrate the talents of all department heads within a common vision that enables the organization to deliver service based on City Council direction. This management team works together to create an environment that encourages innovation, creativity, and growth. The City Manager's Office encourages management and every employee to hold each other accountable for achieving excellence. The Public Information Office is also within this Department.

## **City Clerk and Court Administration (C&C) ..... 8-1**

The City Clerk is responsible for recording Council meetings, processing liquor license requests and serving as secretary to the Loveland Liquor License Authority, document management and records requests, managing municipal elections, and oversight of Municipal Court staff.

## **Cultural Services (CS) ..... 9-1**

The Cultural Services Department presents diverse cultural programs to enrich the community, and visitors of all ages and backgrounds, through high quality and affordable performing arts, exhibits and events.

## **Development Services (DS) ..... 10-1**

The Development Services Department includes Planning, Building Inspections, Code Enforcement, Community Partnership Office, and Community and Strategic Planning (including Historic Preservation, Downtown Working Committee Support). The Department strives to enhance community livability by providing well-planned, sustainable, vital and safely built community environment through public involvement in the planning and development processes. The Community Partnership Office partners with several non-profit organizations in the community to deliver services to those in need through a grant administration process for awards of city money and Community Development Block Grant funding.

## **Economic Development (ED)..... 11-1**

The Economic Development Department unifies all the primary economic development functions of the City of Loveland. These include primary employment attraction, retention and expansion; retail development and recruitment; small business development; creative sector development; tourism and visitor services; and downtown development. Departmental activities incorporate analysis and strategic planning; marketing; business assistance and liaison; and financial assistance and partnerships with business.

## **Finance (FIN)..... 12-1**

The function of the Finance Department is to facilitate interaction between the City Council, City Manager, other City departments and the divisions within the Finance Department. This Department is responsible for all financial functions of the City, as well as many other support services, including Accounting and Purchasing, Budget, Revenue, and Utility Billing. Finance assists the public regarding utility bills, accounts payable, sales and use taxes and municipal bonds.

## **Human Resources (HR)..... 13-1**

The Human Resources Department provides the following services to the City and its employees and volunteers: recruitment, selection and orientation; compensation plan development; benefits development and administration; counseling and discipline; policy development, record keeping; background checks, development and compliance with administrative regulations, training and employee development; Employee Recognition Program; Risk Management; and the Community Volunteer Program.

## **Information Technology (IT)..... 14-1**

The Information Technology Department is made up of four divisions: Administration, Application Services, Infrastructure Services, and Telecommunications. IT is responsible for the information systems, applications and technologies that provide communication with and for the City of Loveland government.

## **Loveland Public Library (LIB) ..... 15-1**

The Library offers a variety of services to the community through its printed and electronic media. A wide variety of programming for ages 1 to 101 is offered to build knowledge and enjoyment, including an outreach minivan for those that cannot come to the library facility. The media services personnel in the Library also manage Channel 16 broadcasting.

## **Parks & Recreation (P&R)..... 16-1**

The Parks and Recreation Department manages city parks, golf courses, recreational trails, natural areas, the Loveland Chilson Recreation/Senior Center, Barnes Park Batting Cages, Winona Swimming Pool, Lake Loveland Swim Beach, and cemeteries.

## **Police (POL) ..... 17-1**

The Police Department provides an enhanced level of safety in Loveland, protects the rights guaranteed to all people by the constitution, and improves the quality of life of each citizen. The Police Department is a nationally accredited organization that strives to maintain peace and order throughout the community by providing education, preventing criminal activity, and responding to calls for assistance and reports of criminal violations.

## **Public Works (PW) ..... 18-1**

The Public Works Department provides planning, design, construction and maintenance services for the general public and the City of Loveland's internal operations.

## **Water & Power (W&P)..... 19-1**

The Water & Power Department delivers water, wastewater and electric power to the Loveland community 24 hours a day, seven days a week. The City purchases, stores, and treats water to ensure that each tap in the community can access clean water. The Wastewater Division ensures that the waste is collected and treated. The Power Division ensures access to reliable electric power. All of these services are delivered at the most competitive rates in the State.

## **Other (OTH) ..... 20-1**

The Other Section includes detail sheets on non-departmental expenditures that apply generally to the operations of the General Fund, including contributions to outside agencies that support the community. It also includes budgets for entities that are governed by separate boards. The City Council serves as either the entire board (Loveland Urban Renewal Authority, Special Improvement District, and General Improvement District) or is represented on the board (Airport, Loveland/Larimer Building Authority, Loveland Fire Rescue Authority).