



LOVELAND, COLORADO CITY ATTORNEY



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LOVELAND, CO (82,460 est.) Nestled in a lush valley at the entrance to the Big Thompson Canyon, Loveland is hailed as the Gateway to Rocky Mountain National Park and Estes Park, where visitors can experience the picturesque fall colors, and enjoy northern Colorado adventures. As the second most populous city in Larimer County and the 14th most populous in Colorado, Loveland is a Home Rule Municipality offering the convenience of a small town with all the amenities of a larger city. Located off I-25 and U.S. Highway 34 just 45 minutes north of Denver and just 35 minutes east of Rocky Mountain National Park, Loveland can be the basecamp of northern Colorado.

Loveland is a city where art and science meet and where innovation manifests itself in both the technology and the creative sectors. It is situated in the center of northern Colorado, the heart of Colorado's growing innovation cluster and one of the top regions for high-tech startup density. Loveland is proud of its entrepreneurial spirit and is committed to the success of existing and new businesses.

Northern Colorado drives innovation with nine federal research labs. Two major public research universities – Colorado State University and the University of Northern Colorado – are idea incubators and produce a robust, highly educated workforce. Local community colleges are actively engaged with the region's primary employers and entrepreneurs. Supporting the innovation and technology transfer are regional organizations like Powerhouse Energy Institute, the Colorado Seed Lab, the Centers for Disease Control, Innosphere a science and technology incubator and The Warehouse focused on second stage assistance for technology and manufacturing companies.





The northern Colorado region prides itself on its resilient, multifaceted economy and is home to primary industries in the following clusters: Advanced Manufacturing, Aviation, Bioscience, Energy & Natural Resources, Information Technology, Health and Wellness, and Food and Agriculture. Loveland is anchored by northern Colorado's largest retail shopping center, natural outdoor areas, nationally recognized art and sculpture parks, a growing craft beer and distillery market, small and unique shopping districts, a charming downtown and world-class recreation.

One of two incorporated cities within Larimer County, Loveland enjoys over 300 days of sunshine with warm summers and snowy winters, making the area an outdoor paradise with an abundance of both indoor and outdoor activities. Residents and visitors are surrounded with over 5,000 acres of open space and natural areas, available for scenic views, camping, mountain biking, hiking, horseback riding, motorized off roading, and winter snow-based activities. The area has a multitude of scenic lakes, rivers, and streams available for swimming, water skiing and boarding, rafting, boating, and fishing.

Loveland's quality of life can be found throughout the city. The city boasts over 30 parks with picnic tables and BBQ pavilions, playgrounds, and numerous sporting fields from soccer fields and basketball courts to skate parks. Loveland has been a mecca for artists and the city's affection for art is scattered around the community. Benson Sculpture Garden is where over 150 eclectic sculptures can be found. With more sculptures around the city and various art shows, it is clear that art is appreciated around every corner.

Loveland hosts several signature events annually that bring the community together, such as Sculpture in the Park, the largest outdoor sculpture shows in the U.S., The Corn Roast Festival, Winter Wonderlights, and the Sweetheart Festival, which pays homage to Loveland's nickname, "The Sweetheart City" due to its' world-famous 73-year Valentine Remailing Program. Also, the

LOVELAND COLORADO QUICK FACTS:

Incorporated: 1881

Government Type: Home Rule Municipality

County: Larimer

Population: 82,460

Land Area: 36.65 Square Miles

Housing Units: 35,632

Education and Schools:

- Thompson R2J School District
- Aims Community College

Nearby colleges include:

- Colorado State University (Fort Collins)
- University of Northern Colorado (Greeley)
- University of Colorado at Boulder

Median Home Sale Price (2022): \$510,000

Median Home Income: \$73,907

Average Annual Wages: \$60,933





Ranch Event Complex has become an entertainment hub in the northern Colorado area for a variety of local and international traveling events.

The City of Loveland provides quality resources and services to existing and new businesses. Loveland features abundant resources and amenities including:

- A highly trained and educated workforce
- Within a 30-minute drive of two major universities and two large community college systems
- Owns its utility, so the services are reliable and affordable, some of the lowest in the state
- Easy access to the community from I-25 and state highways 34 and 287
- 45-minute drive from Denver International Airport
- Region produces 89% of Colorado's oil and 70% of Colorado's craft beer
- Gateway to Rocky Mountain National Park

MAJOR EMPLOYERS IN LOVELAND BY EMPLOYEE

Thompson School District.....	2,400 - 2,600
Medical Center of the Rockies	1,600 - 1,950
City of Loveland	1,000 - 1,250
Wal-Mart Distribution Center	800 - 1,050
McKee Medical Center.....	800 - 1050
Hach.....	750 - 1,000
University of Northern CO Hospital.....	500 - 800
Mears Group	300 - 550
Wal-Mart (Denver Avenue).....	300 - 500
Wal-Mart (65th St).....	300 - 500
Nutrien	250 - 500

TRANSPORTATION:

- Northern Colorado Regional Airport
- Denver International Airport, DIA (70 miles)
- City of Loveland Transit (COLT)
- FLEX Bus Route
- I-25, Hwy 34, Hwy 287



Loveland has adopted the following as their Vision, Mission and Values:

VISION

A vibrant community, surrounded by natural beauty, where you belong!

MISSION

Achieving Loveland's Community vision through innovation, dedication and excellent service.

VALUES

Accountability & Integrity, transparency & honoring the public trust, collaboration, innovation, safety with excellent service with courtesy.

ABOUT THE ORGANIZATION:

Loveland operates as a home rule city according to their city charter and ordinances and under a council-manager form of government. Voters select members of the City Council in elections on the first Tuesday in November of odd-numbered years. The Council has a total of nine members. Each of the four city wards elects two councilors to serve staggered four-year terms. The mayor is elected at large to serve a two-year term. The mayor pro-tem is chosen by the Council from its membership.

The City's 2024 Budget authorizes a total of 904.78 regular, benefitted Full-time Equivalent Positions (FTEs) within the Total City Budget. In addition to this, there are 133.4 FTEs that the City contributes funding toward for Other Entities (Loveland Fire Rescue Authority (121.4 FTEs), Loveland/Larimer Building Authority (1.0 FTEs), the Northern Regional Colorado Airport (9.00 FTEs) and the Northern Colorado Law Enforcement Training Center (NCLETC) (2 FTEs). In addition, a varying number of non-benefitted positions are employed on a temporary and seasonal basis as needed. Loveland neither recognizes nor bargains with any employee union.

The City determines employee compensation using a market-based pay plan established through independent surveys. City employees are eligible to receive a merit increase based on their annual performance evaluation.

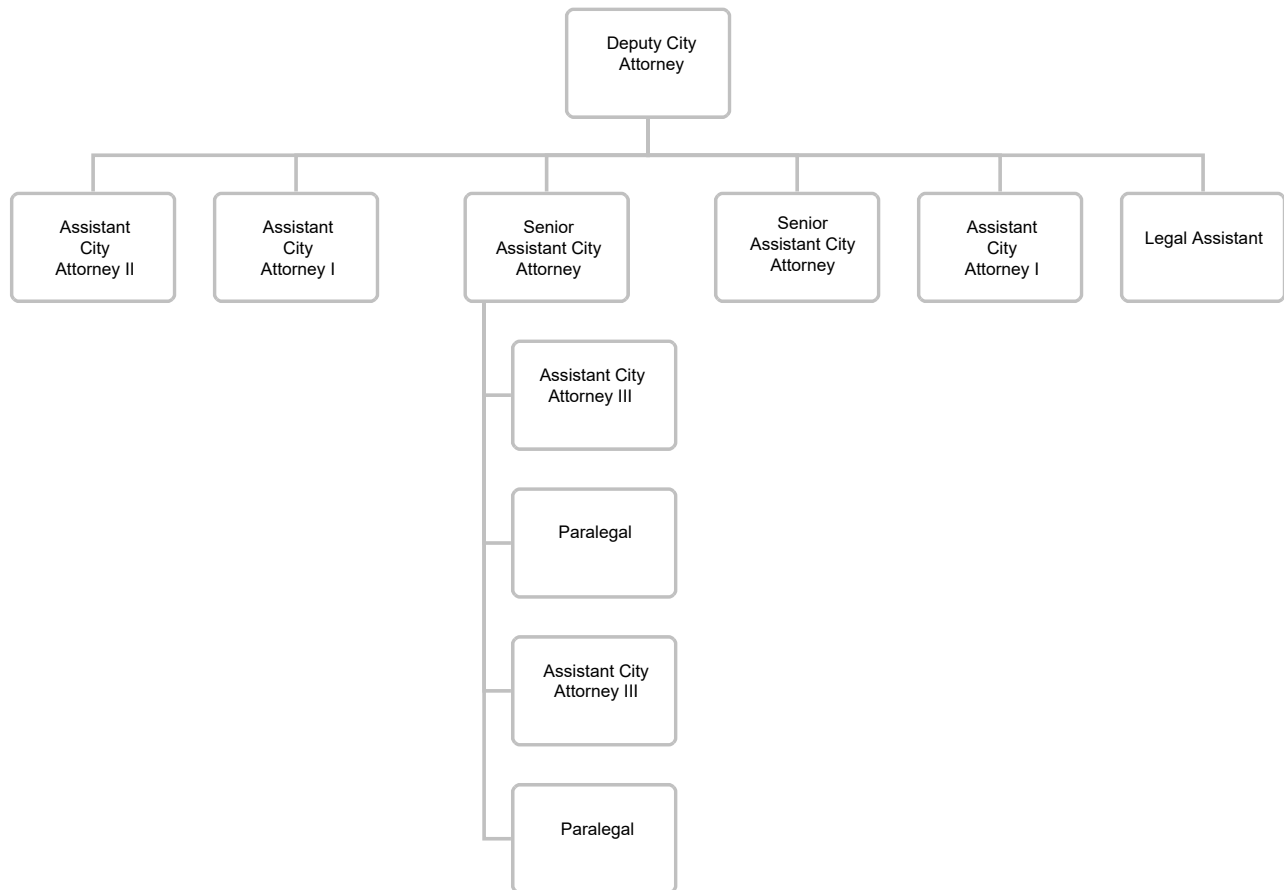
Benefits include medical, dental, disability and life insurance, and a retirement plan for all regular benefitted (full-time and part-time) employees. Employees in temporary positions are not eligible for benefits, but in accordance with Health Care Reform requirements may be eligible for medical insurance for those in a 30 or more hours per week position or if the employee averages 30 or more hours per week in the designated period (12 months).

Loveland is a full-service municipality. The City Manager is the chief administrative officer for the city, overseeing the Economic Development, Finance, Utilities, Public Works, Police, Airport, Information Technology, City Clerk, Development Services, Community Partnership, Parks and Recreation, Library, Cultural Services, and Communications Departments. The major services provided to the community include:



- Building and Permitting
- Cemetery
- Community Partnership and Affordable Housing Services
- Community Planning
- Engineering
- Loveland Fire Rescue Authority
- Loveland Museum & Gallery
- Loveland Public Library
- Mosquito Control
- Municipal Court
- Municipal Fiber (PULSE)
- Northern Colorado Regional Airport
- Parks & Recreation
- Police
- Power Utility
- Public Transportation
- Rialto Theater
- Solid Waste & Recycled Materials Collection
- Stormwater Utility
- Streets Maintenance
- Transit (COLT)
- Wastewater Utility
- Water Utility

ORGANIZATION CHART





POPULATION GROWTH AND AGE DISTRIBUTION

Loveland continues to grow robustly, having added over 15,601 residents since the 2010 Census. Although the city has grown significantly in the way of population, the age distribution has changed for each cohort (see charts for additional details). Children between the ages of 0-19 dropped by 2.8%, as well as young adults by 1.6%, which could suggest net migration patterns or people moving out of Loveland. This is also supported by the fact that the 35–44-year-old cohort narrowly shifted in the last decade. What changed by a moderate amount compared to other cohorts is the 65–84-year-old cohort, suggesting that approximately 3.78% of this cohort moved from the 45–64-year-old cohort, with a small portion being new residents bringing that percentage to 15.7%. This endogenous structure of the population, owing to aging and births, not so much migration, has proven to be the same from 2010 to 2020. Moreover, more interestingly, the population age distribution even with the population growth, has remained relatively the same which could be contributory to the services Loveland provides.

The City's population is projected to grow 0.98% from 2022 to 2023 and is expected to experience an average population growth rate of 1.69% per year from 2023-2031.

PARKS & RECREATION:

- Multi-use Chilson Recreation Center
- 590.5 acres of park land (developed and undeveloped)
- 45 natural areas/open spaces
- 35 city parks and sports complex
- 10,051.5 acres of preserved open lands.
- 59.75 miles of recreational trails
- 3 golf courses and a mini course
- Lake Loveland Swim Beach
- Senior center
- Outdoor swimming pool
- Over 180 restaurants
- 4 lakes
- Over 150 retail stores
- 8 breweries & 2 distilleries
- 18 miles of hiking and biking trails
- More than 31 recreational parks
- Over 380 public works of art and home to one of the top international outdoor sculpture shows

INFRASTRUCTURE AND UTILITIES

Loveland Water and Power is a not-for-profit utility delivering safe, reliable, environmentally responsible, and competitively priced electricity and water to the Loveland community. The city's portfolio includes more than 35% renewable energy including thermal, hydro, wind and solar resources.

The Foothills Solar Array and Substation outputs 3.5 MW from 10,332 solar panels. The Foothills project is the first electric-generating facility in the United States to go through the Federal Emergency Management Agency (FEMA) Alternative Project process.

ABOUT THE DEPARTMENT

Created by City Charter, Loveland's Law Department is a team of 10 employees that contribute to the organizations and the department's success by ensuring adherence to proper legal procedures and processes. Led by a City Council-appointed City Attorney and working with an annual budget of \$1.8 million, the department serves as legal advisor to the City Council, City officers, boards, and commissions.

Department staff members provide a full continuum of legal services and representation to the organization, including litigation, general legal guidance, City Council agenda review, Civil Service law, public information requests, coordinating legal services (e.g., bond counsel, redistricting, etc.), procurement, elections, contracts, and employment. The Law Department provides prosecution and coordination with the City's Municipal Court.

The mission of the department is to bring a team-oriented approach to provide outstanding legal services to the City with professionalism and integrity. The staff strives to promote the goals of City Council and City staff, support the provision of municipal services, and protect the health, safety and welfare of the Loveland Community.



Loveland's new City Attorney will collaborate with the Mayor and City Council, City Manager, Executive Leadership Team, Staff and Community Partners to prioritize:

- Fostering a Culture of Trust and Open Communication** – Over the past few years there have been events and circumstances that created a lack of trust among staff, council, residents, and the general public. The division amongst Council, into two competing factions, is palpable at times, and can be challenging to navigate. The lack of trust and transparency with residents is something that can be rebuilt but will take time. It will require the new City Attorney to begin to build trust by creating an atmosphere of accountability and where residents are kept informed, information on upcoming issues is readily available for residents to read on-line and residents can ask questions and have a response from staff members within a specified period. Also, employees must feel supported and protected by the Attorney, free to express their opinions without fear of retaliation. It will also require a clear path from the City Attorney's Office for the City Council, establishing how the lines of communication will be conducted in the future. There will be defined methods of communication for both internal and external communications and how information pertinent to City policy is shared in a timely manner.
- Intergovernmental Relationships and Leadership** – Loveland's new City Attorney will continue to build on established relationships and leverage combined resources via public, private, and non-profit partnerships to find innovative and sustainable solutions to address complex community issues such as legal issues facing the community, changes in state statutes which may result in local ordinance changes, planning and zoning legal requirements for responsible growth management, contract/procurement law and employment law. Each of these will require the city to continue to build upon the working relationship with Larimer County and be seen as strong partners when approaching and developing economic initiatives that involve commitments from both entities.

CANDIDATE QUALIFICATIONS:

An appointee of the Loveland City Council, the City Attorney provides highly complex legal guidance and representation to the community's elected and appointed officials as well as executive leadership, working closely with staff in carrying out Council priorities and assisting in achieving the City's vision and mission.

This position is responsible for providing the City Manager and senior staff with multifaceted assistance in examining various initiatives, programming, and strategic planning. Additionally, the new hire will work integrally with the City Clerk regarding elections, City Council agenda preparation, and records retention.

The City Attorney oversees a staff of professional attorneys, paraprofessionals, and administrative personnel. In addition to serving as the City's principal litigator and directing and assigning the work of department staff, the position also coordinates, directs, and oversees the work of external law firms and related agencies.

Other essential duties include:

- Developing, planning, implementing and administering department goals, objectives, policies, and procedures.
- Directing the development and administration of the department's budget.
- Directing, overseeing, and participating in the development of the department's work plan; assigning work activities, projects, and programs; monitoring workflow; and evaluating work products, methods, and procedures.
- Coordinating department activities with other departments and outside agencies and organizations.
- Rendering legal opinions to the City Council, City boards and commissions, City Manager, and department heads as required.
- Analyzing legislation affecting the City.
- Reviewing proposed contracts, bond and financing papers, insurance policies, and other documents.
- Monitoring and controlling liability claims and lawsuits.
- Preparing or reviewing drafts and assisting in negotiating proposed agreements, ordinances, resolutions, deeds, pleadings, contracts, and other legal documents.
- Appearing before courts and administrative proceedings to represent the City's interest as required.
- Prosecuting to enforce City ordinances, abate public nuisances, recover damages to City property, condemn property for public purpose, and other matters.





The City of Loveland is seeking a skilled and dedicated public servant with experience to lead its fast-paced Legal Department. This position requires someone with substantial experience in a municipal or similar setting, working with and providing legal guidance to a City Council or similar body and leading a professional legal staff. The successful candidate will be an attorney experienced in the research, reasoning, and application of Colorado and Federal law who can build relationships effectively with colleagues throughout the organization and demonstrate excellent judgment in applying the law to various organizational matters.

This position is a leader within the City of Loveland organization and works closely with the City Manager, City Clerk, executive staff, and department heads in advancing the City's vision and City Council priorities. The right fit for this role will work collaboratively with the City team in developing legal undergirding for planning initiatives, programming, business/commercial/industrial development, policy development, creative strategic leadership, and positive governance.

The new City Attorney must be a self-starter who understands how to build, train, and retain an effective and efficient team in which work is successfully delegated to in-house and external legal staff, utilizing resources wisely and cost effectively. City leaders are looking for a City Attorney with strong people skills who will cultivate an

innovative, problem-solving culture within the department focused on providing options and alternative solutions when possible. The right individual will provide a positive mentoring environment for department staff and create a sound working relationship with the City Council, providing complex, resolute, and well-reasoned legal guidance.

The ideal candidate boasts intestinal fortitude, strong leadership skills, exceptional written and oral communication abilities, excellent interpersonal skills, and strong legal analysis and reasoning abilities. They must also be purposeful in providing their legal opinions, balancing conviction and confidence with appropriate concern and care for various viewpoints.

The ideal candidate is going to be charismatic and can build consensus with a council that is currently divided on various issues facing the community. They must be able to recognize and set aside politics, be calm and comfortable when issues arise among a divided council and should seek to provide information to all council members which can be used to make decisions that are in the best interest of the residents of the City of Loveland. It is imperative that they begin to rebuild trust with the employees of the city, the city council as well as with the residents of Loveland. They should be initiative-taking, strong, transparent, and independent, yet be a collaborative/constructive thinker that will do right for the city and not just for an individual or individuals.

COMPENSATION, BENEFITS, EDUCATION AND EXPERIENCE

Salary: \$270,000-\$320,000, DOQ/E with a comprehensive benefits package available through this Link: [Loveland Benefits Guide](#). The position requires the equivalent of a juris doctorate from an accredited law school and eight (8) years of increasingly responsible experience in municipal or other government law, including at least five (5) years of practicing municipal law. The selected candidate must be a member of the state bar of Colorado or candidates who are members in good standing of another State Bar with ability to obtain a Colorado state license prior to hire and have the ability to maintain their status as a member of the state bar of Colorado throughout their tenure. Possession of, or the ability to obtain, their license to practice before the U.S. District Court, U.S. Circuit Court of Appeals, and the U.S. Supreme Court is also required. The City Attorney shall not engage in the private practice of law while employed with the City.

Interested candidates should apply online at [GovHRjobs.com](#) with a cover letter, resume, and contact information for at least five professional references by July 10, 2024. For further information, contact Senior Vice President Sarah McKee at 847-380-3240 ext. 120 or Senior Vice President, John Prejzner at 224-326-1360.

The City of Loveland is committed to compliance with the American Disabilities Act and is an Equal Opportunity Employer. Diversity and inclusion are critical to their success. They seek to recruit the most talented people from a diverse candidate pool and strongly encourage all qualified candidates to apply.

