

Exhibit A

City of Loveland Remote Participation Policy in Effect during the Period covered by the Declaration of Local Disaster Pursuant to C.R.S. Section 24-33.5-709 Regarding COVID-19

Purpose

Rules of Procedure for the City Council of the City of Loveland, Colorado, do not address or allow for remote meeting attendance by Members of City Council or the public. This policy authorizes and provides mechanisms for remote participation by Members of Council and the public while the Declaration of Local Disaster Pursuant To C.R.S. Section 24-33.5-709 Regarding COVID-19 remains in effect.

Procedure

1. The Public.

Any member of the public who wishes to provide public comment during the Public Comment section of the Agenda or the Regular Agenda may participate remotely to provide such comment. The Agenda will include a Zoom meeting call-in number and link that permits members of the public to participate. Participation in the City Council meeting through Zoom is regulated by a host who will maintain access lines of the public in a muted state until public comment is permitted.

Members of the public can either use: (1) a computer that has a microphone and the Zoom link; or (2) a phone to call the Zoom call-in number and enter a passcode. Those members of the public utilizing computer access should use the Zoom chat feature to identify themselves by name and note whether the comment is for the Public Comment section of the Agenda and/or for a specific item on the Regular Agenda. Those members of the public who use the Zoom call-in and passcode alternative should call at 5:45 p.m. MDT, state their name, and note whether the comment is for the Public Comment section of the Agenda and/or for a specific item on the Regular Agenda.

After the Mayor's introduction of the Public Comment section of the Agenda, the host will state the name of the individual and unmute that individual to allow public comment from that person. After three minutes, the individual will be muted. The host will then state the next person's name and unmute that person to allow for public comment. This procedure will continue until all members of the public seeking to provide public comment have been heard, unless the Mayor determines that the comments are substantially repetitive, in which case the Mayor will stop a person who is speaking and move on to the next person.

A similar process will be followed for items set forth on the Regular Agenda section of the Agenda. After introduction of a motion regarding each item on the Regular Agenda, the Mayor will call for public comment on that item and identify when remote participants may begin public comment. The host will state the name of the individual and unmute that individual to allow public comment from that person. After three minutes, the individual will be muted. The host will then state the next person's name and unmute that person to allow for public comment. This procedure will continue until all members of the public seeking to provide public comment have been heard,

unless the Mayor determines that the comments are substantially repetitive, in which case the Mayor will stop the person who is speaking and move on to the next person.

Individuals providing public comment must mute any background noise, including the livestream of the City Council meeting. If this is not done, the person speaking may be muted prior to the end of the allotted three minutes.

2. Members of Council.

Members of Council may participate remotely using the same Zoom meeting procedures, but are encouraged to use their City-issued computer for remote participation. If there is no background noise, Members of Council may remain unmuted throughout the City Council meeting. If background noise interferes with the meeting, the host may mute the Member of Council, and the Member will have to request to be unmuted through the computer's Zoom chat feature. In order to ensure that all Members of Council have a chance to participate, the Mayor will recognize and ask each Council Member, whether attending in person or participating remotely, if that Council Member has questions or comments on each item or section of the Agenda. Council Members will wait until the Mayor has called on all other Council Members before a second round of questions or comments begins. The Mayor will continue this process to recognize and call on each Council Member to address comments and questions, subject to its established rules.

No Member of Council may participate remotely during any quasi-judicial proceeding, although the member may stay on the line. If there is not a quorum with sufficient Members of Council present in person, the quasi-judicial matter will be rescheduled to a future date certain.