

RESOLUTION 2020-035
OF THE COUNCIL OF THE CITY OF FORT COLLINS
AMENDING THE SCHEDULE AND PROCESS ADOPTED IN RESOLUTION 2020-027
REGARDING THE RECRUITMENT AND SELECTION OF A CHIEF JUDGE

WHEREAS, on October 18, 2019, Chief Judge Kathleen Lane notified the City Council of her intent to retire from her employment as Chief Judge effective July 3, 2020; and

WHEREAS, the Council desires to move forward with the planning and scheduling of the process for recruitment, selection and appointment of a new Chief Judge; and

WHEREAS, on December 3, 2019, the City Council approved Resolution 2019-110 appointing certain Councilmembers to serve as the ad hoc Chief Judge Selection Process Committee (the “Committee”) to recommend a formal plan and schedule for the selection process and other matters related to the Chief Judge recruitment and selection process; and

WHEREAS, the Committee met, developed a plan and schedule for the Chief Judge selection process and approved the plan by unanimous vote; and

WHEREAS, on March 23, 2020, the City Council approved Resolution 2020-027 adopting a detailed plan and target schedule for the Chief Judge recruitment and selection process; and

WHEREAS, on March 30, 2020, the Committee met and unanimously approved a motion to recommend amending the plan and schedule for the Chief Judge selection process to set up Committee interviews of all top candidates in order to narrow the number of candidates to be interviewed by the City Council; and

WHEREAS, because the ongoing COVID-19 public health emergency and related executive orders require that the candidate interviews take place virtually, the amended plan and schedule for the selection process reflects that the interviews and other selection activities may be conducted virtually; and

WHEREAS, City Council desires to review the amended plan and schedule recommended by the Council Committee.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FORT COLLINS as follows:

Section 1. That the City Council hereby makes and adopts the determinations and findings contained in the recitals set forth above.

Section 2. That the City Council hereby approves the amended detailed plan and target schedule for the recruitment and selection of the Chief Judge as described on Exhibit “A” attached hereto.

Passed and adopted at a regular meeting of the Council of the City of Fort Collins this 7th day of April, A.D. 2020.

DocuSigned by:
Wade Troxell
F972F432DED1484...

Mayor

ATTEST:

DocuSigned by:
Silvan Calderon
DA94896740DA4BA...

City Clerk

Amended Exhibit A Chief Judge Recruitment

Timeline and Milestones

Dates reflect the City's targeted timeline and are subject to change.

Date	Event / Milestone	No
1/30 through March	Stakeholder Meetings	Engage key stakeholders to learn multiple perspectives on the role of the judge.
2/7	Position Announcement Go Live	
3/6	Application Review Begins	
3/16	Recruiter sends semi-finalist application materials to City representatives for review	
3/19	Ad Hoc Committee meeting to review and identify semi-finalist candidates Possible executive session to discuss candidates (Note: Meeting moved to 3/23 with Council Approval.)	Posted for Public
3/26	Deadline for identifying finalist candidates	
3/30	Invitation to finalists for onsite interviews	
4/3	Publicly announce finalists	
4/10	Council receives finalists' additional background materials	
4/13	Ad Hoc Committee meeting to review and discuss finalist materials and prepare for interviews	
4/20	Ad Hoc Committee interviews top candidates and narrows the field of candidates for interviews with all Councilmembers	
4/21– 4/23	Chief Judge Onsite or Virtual Interviews— Councilmembers to Participate in Selection Activities with Candidates and Attend Public Forum	Appropriate Events Posted for Public Participation
4/28	Possible Executive Session to discuss finalist(s)	Posted for Public
4/28	Council Resolution Authorizing Certain Council Members to Begin Negotiations re Terms and Conditions of Employment Agreement with a Person Named in the Resolution.	Posted for Public
4/29	City engages in negotiations with top choice candidate (if appropriate)	
5/5	Council Resolutions Appointing Chief Judge and approving the employment agreement for the Chief Judge position and the Assistant Chief Judge	
6/1	New Chief Judge start date	

Bold indicates Council action