

RESOLUTION 2020-039
OF THE COUNCIL OF THE CITY OF FORT COLLINS
AUTHORIZING TWO MEMBERS OF THE COUNCIL TO DISCUSS WITH CITY STAFF
OR THE NAMED FINALIST FOR THE CHIEF JUDGE POSITION THE TERMS AND
CONDITIONS OF AN EMPLOYMENT AGREEMENT AND AMENDING THE SCHEDULE
ADOPTED IN RESOLUTION 2020-035 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, on December 3, 2019, the City Council adopted Resolution 2019-110 creating a Council Committee to serve as the ad hoc Chief Judge Selection Process Committee (“Committee”) and directing staff to develop a detailed plan and target schedule for the recruitment and selection of the Chief Judge to be considered by the Committee and presented to the City Council for approval; and

WHEREAS, on April 7, 2020, the City Council adopted Resolution 2020-035 approving an amended plan and schedule for the Chief Judge selection process and authorizing the Committee to narrow the field of candidates at a committee meeting on April 20, 2020; and

WHEREAS, the amended plan and schedule for the Chief Judge selection process calls for the City Council to authorize certain Councilmembers to begin negotiations regarding the terms and conditions of an employment agreement with a person named in the resolution on April 28, 2020; and

WHEREAS, the amended plan and schedule for the Chief Judge selection process also calls for the City Council to consider a resolution appointing a Chief Judge and approving an employment agreement with a person named in the resolution on May 5, 2020; and

WHEREAS, City staff recommends moving the date for consideration of a resolution appointing a Chief Judge and approval of an employment agreement to allow the City Councilmembers, City staff and the executive recruiter additional time to negotiate the terms and conditions of an employment agreement to May 19, 2020; and

WHEREAS, City Council desires to review the amended plan and schedule recommended by City staff; and

WHEREAS, on April 20, 2020, the Committee interviewed the top candidates and selected finalists for the Chief Judge position to be interviewed by the City Council; and

WHEREAS, on April 22, 2020, the City Council interviewed each finalist and later received a summary of information from numerous other finalist interviews including a public forum with the finalists.

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.

Section 3. That the City Council hereby authorizes two members of the Council, to be appointed by separate motion, to discuss with City staff or the person named below the terms and conditions of an employment agreement for the Chief Judge position, with such agreement to be presented for City Council consideration on May 19, 2020:

Jill Heuser

Passed and adopted at an adjourned regular meeting of the Council of the City of Fort Collins this 28th day of April, A.D. 2020.

DocuSigned by:
Wade Troxell
F972F432DED1484...

Mayor

ATTEST:

DocuSigned by:
Silvia 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)	
5/19	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