

RECORD OF PROCEEDINGS

Minutes of the
Search Committee of the City of Cherry Hills Village City Council
Held on Friday, February 27, 2023 at 10:00 a.m.
City Hall, 2450 East Quincy Avenue, Cherry Hills Village, CO 80113

CALL TO ORDER

Mayor Katy Brown called the meeting to order at 10:01 a.m.

ROLL CALL

Mayor Katy Brown and Councilor Earl Hoellen were present.

Absent: none

Also present were Human Resources Manager Kathryn Ducharme and City Clerk Laura Gillespie.

REVIEW/APPROVE MINUTES

Mayor Brown made two corrections to the draft February 17, 2023 minutes: on page 3 change "the standard for" to "consistent with" and on page 5 change "they" to "that the City".

Councilor Hoellen moved, seconded by Mayor Brown, to approve the minutes as corrected.

The motion passed unanimously.

EXECUTIVE SESSION

Councilor Hoellen moved, seconded by Mayor Brown, to go into executive session pursuant to C.R.S. Sections 24-6-402(4)(c) and 24-6-402(4)(f) for the purpose of discussing personnel matters and matters required to be kept confidential by C.R.S. 24-72-204(3)(a)(XI)(A) to consider applications for the Interim City Manager position.

The following votes were recorded:

Mayor Brown	yes
Councilor Hoellen	yes

Vote on the Executive Session: 2 ayes. 0 nays. The motion carried.

The Search Committee entered into executive session at 10:03 a.m.

DISCUSSION OF NEXT STEP IN SEARCH PROCESS

The Search Committee returned to open session at 10:15 a.m.

Mayor Brown stated the Search Committee had reviewed the applicants; there were eight applicants; of those three were clearly qualified; one was potentially qualified if they took into consideration relevant experience; the Search Committee had selected one exceptionally qualified candidate to bring in for an interview sometime between March 1st and March 3rd; the interview would be scheduled by HR Manager Ducharme and conducted by the Search Committee.


Councilor Hoellen added if for some reason something did not work out with that candidate, the Search Committee could go back to the other candidates at that time; he asked about the format of the interview.

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Mayor Brown replied it would be similar to this meeting where they would have a public meeting and go into executive session.

ADJOURNMENT

The meeting adjourned at 10:17 a.m.



Kathleen Brown, Mayor



Laura Gillespie, City Clerk