



FRUITA
COLORADO

AGENDA ITEM COVER SHEET

TO: FRUITA CITY COUNCIL AND MAYOR

FROM: DEB WOODS, DEPUTY CITY CLERK

DATE: SEPTEMBER 27, 2022

AGENDA TEXT: CITY COUNCIL VACANCY INTERVIEW SCHEDULE – Discussion and possible action regarding an interview schedule for City Council applicants at the October 10, 2022 Special Meeting

BACKGROUND

Fruita City Council member Heather O'Brien resigned from the City Council on September 6, 2022, thus creating a vacancy that needs to be filled. Section 2.04(B) of the Fruita City Charter states:

“When there is a vacancy in the Council, the Council shall have sixty (60) days from the date of that vacancy to appoint a qualified person to the vacancy until the next general municipal election. All appointments shall be approved upon the majority vote of the Council as then constituted at a public meeting. If the Council fails to fill the vacancy within the sixty (60) days provided by this Charter, a special election shall be held not less than ninety (90) days from the date of the vacancy unless a regular municipal election shall occur within 90 days.”

In order to be eligible to serve on the Council, a person must be a registered voter residing in the city limits of Fruita and of at least twenty-one years of age. Any person appointed to the vacant seat will serve a two-year term (until the April 2024 election). Neither the Charter nor the Fruita Municipal Code require any specific process to be followed by the City Council in appointing a member to fill a vacancy on the Council.

At the September 6, 2022 City Council meeting, the Council agreed to a procedure of scheduling the application deadline of September 22nd at 5:00 p.m. and October 10th as the day for the Council to conduct interviews. All applications received by the City Clerk's Office were emailed to the Mayor and City Council by staff on September 22, 2022 at 5:00 p.m.

The vacancy was advertised on the City's website and Facebook page beginning on September 8th. The advertisement contained all the information about the vacancy and how to apply and included the application form for applicants to use.

At this time, it is appropriate for the Council to discuss the times for the applicants' interviews to be held on October 10, 2022. Attached to this coversheet is a draft interview schedule that potentially could be used or modified to fit the City Council's preferences in conducting the five (5) interviews of applicants for the City Council vacancy. The interviews listed on the draft schedule appear in the chronological order in which they were received.

If the attached draft schedule or another schedule that includes the lunch hour is approved by the City Council, staff would also like the Mayor and City Council members to provide staff with direction on what they would like for lunch.

FISCAL IMPACT

None

RECOMMENDATION

This is an opportunity for the Council to discuss the applications for the City Council vacancy that were received by the deadline of September 22, 2022 and determine a schedule for the interviews to be held on October 10, 2022. Staff has proposed an Interview Schedule that may be used or modified to conduct five (5) interviews on Monday, October 10, 2022. The interviews listed on the draft schedule appear in the chronological order in which they were received. Staff is also requesting that the Mayor and City Council give staff direction on what they would like for lunch if the schedule includes the lunch hour time of day.