

**THE CITY OF GREELEY, COLORADO**

**RESOLUTION \_\_\_\_\_, 2022**

**A RESOLUTION APPOINTING HEIDI LEATHERWOOD TO THE POSITION OF CITY CLERK**

WHEREAS, the Greeley Municipal Charter establishes the position of City Clerk in Section 3-9; and

WHEREAS, Section 3-9 of the Charter further states that the City Clerk shall be appointed by the City Manager, by and with the advice and consent of the City Council; and

WHEREAS, Stacey Aurzada has served as the Interim City Clerk since January 6, 2022 following the resignation of Anissa Hollingshead; and

WHEREAS, Heidi Leatherwood has served in various capacities in the Municipal Clerk profession most recently as the Town of Erie, Colorado Municipal Clerk and has been engaged in and been responsible for the primary areas with the City Clerk's Office: City Council agenda management, boards and commissions, records management, liquor licensing and elections; and

WHEREAS, the City Manager has appointed Heidi Leatherwood as City Clerk beginning May 12, 2022; and

WHEREAS, the City Council hereby finds that Heidi Leatherwood has the experience in Charter, Code, and Statutory functions required of the City Clerk's Office, and that the City Manager's appointment of Heidi Leatherwood to the position of City Clerk is appropriate.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREELEY, COLORADO:**

Section 1. The City Council consents to the appointment of Heidi Leatherwood as the City Clerk of the City of Greeley.

Section 2. The City Clerk shall have the authority to exercise all duties, responsibilities and appointments as may be assigned to her by the Greeley Municipal Charter, the Greeley Municipal Code and the City Manager and Deputy City Managers.

Section 3. This appointment shall continue until such time as a new Resolution is adopted, as required by Section 3-9 of the Greeley Municipal Charter.

Section 4. This Resolution shall be effective no later than May 12, 2022.

PASSED AND ADOPTED, SIGNED AND APPROVED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2022.

ATTEST:

THE CITY OF GREELEY, COLORADO

\_\_\_\_\_  
Interim City Clerk

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Mayor