



TOWN BOARD WORK SESSION

November 21, 2022 - 5:00 PM

Town Board Chambers, 301 Walnut Street, Windsor, CO 80550

To view Town Board meeting broadcasts, visit
www.windsorgov.com/MeetingsOnDemand.

AGENDA

GOAL of this Work Session is to have the Town Board receive information on topics of Town business from the Town Manager, Town Attorney and Town staff in order to exchange ideas and opinions regarding these topics.

Members of the Public in attendance are asked to be recognized by the Mayor before participating in any discussions of the Town Board

WORK SESSION AGENDA ITEMS

1. Town Attorney Executive Search Firm Interviews

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.



MEMORANDUM

Date: November 21, 2022
To: Mayor and Town Board
From: Shane Hale, Town Manager
Re: Town Attorney Executive Search Firm Interviews
Item #: 1.

Background / Discussion:

Tonight the Town Board will hear from your five preferred executive search firms. Please arrive promptly at 5 p.m. as the first interview is at 5:15, and you'll need a few minutes to get settled with dinner and discuss how you wish to handle the questions. There will be a staff member from HR as well as a staff member from Communications in attendance to ensure that the meeting and process runs smoothly for the Town Board, but none of the other usual suspects will be in attendance this evening (Town Manager, Town Attorney, Town Clerk, etc).

So you're aware, the firms have been provided with the following information as directed by Mayor Rennemeyer:

- 30 minute time frame for interviews:
 - 1st 15 minutes – Proposal presentation
 - 2nd 15 minutes – Q & A Session - Questions from the Board
- The Firm awarded the proposal will be officially selected by the Town Board on 11/28

<u>Time Meeting</u>	<u>Firm</u>	<u>Representative at the meeting</u>	<u>Type of</u>
5:15pm	Raftelis	Catherine Tuck-Parrish	Virtual
6:00pm	CPS	Gloria Timmons & Deanna Heyn	In Person
6:45pm In Person	Columbia Ltd.	Drew Gorgey/Elizabeth Eubank	Virtual &
7:30pm	GPS	Chris Lowe	In Person
8:15pm	SGR	Larry Gilley	Virtual

Each Board member has been provided a copy of their proposals, so please bring your binder if you'd like to refer to the proposals during the interview process.

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Attachments: