

Monument Board of Trustees, June 13, 18, and 21

Board gets advice on town manager selection process

By Allison Robenstein

The Monument Board of Trustees (BOT) met June 18 to discuss the process for hiring a new town manager. They also heard a presentation from Triview Metro District and approved a liquor license for a new restaurant in town.

Town manager selection process

Background: On Feb 15, the board unanimously approved Pamela Smith as acting town manager after Town Manager Chris Lowe was put on an extended administrative leave. See www.ocn.me/v18n3.htm#mbot. During the June 4 meeting, Smith asked that the board discuss the town staff hiring policy and procedure after Lowe

was fired at that meeting. See related article on page 1.

The BOT attended a workshop on June 13 to learn about the town manager selection process. Sam Mamet, executive director of Colorado Municipal League (CML), and Clay Brown, Colorado Department of Local Affairs (DOLA), offered suggestions on the process.

On June 18, Trustee Laurie Clark made a motion to add a board authorization item for a presentation by executive search firm H.R. Green to assist the board with staff augmentation, organization, and communications assessments. This failed in a 3-3 tie in which Mayor Don Wilson, Mayor Pro Tem Kelly Elliott and Trustee Ron Stephens voted no.

Trustee Greg Coopman then asked that a discussion on the June 13 information about options for hiring a new town manager be added to the agenda, and to table the discussion on town staff hiring policies and procedures, removing it from the June 18 agenda because, "We currently don't have a town manager" who would be doing that hiring. This motion passed 5-1 with Wilson voting no.

During the June 18 meeting, members who attended the workshop updated those who couldn't be present. Wilson said there is no ordinance requiring the town to have a manager but said Mamet and Brown encouraged them to determine the skills they are looking for in a professional manager. The town's council/board-manager form of local government allows local government operations to be separate from political considerations, i.e., town staff work for the manager and not the board. It is basically a corporation and the trustees are the directors. Just as most directors don't involve themselves in the day-to-day business of a company, so this board should not do so, the DOLA advisors said.

The board was presented three options in conducting a manager search:

- Conduct the search in-house using internal staff.
- Hire an executive search firm to conduct the search.
- Hire an outside party to help the governing body or staff conduct the search.

Elliott said they could either allow Smith to remain in her position until a permanent administrator can be hired or hire a temporary, interim town manager who could help to determine the traits that are most important in a permanent manager. Some towns hire an external in-

terim manager, someone familiar with local government operations, when an organization can't add on to an internal staff person's existing job duties as they have with Smith, who is also town treasurer. In either case, someone taking over managerial duties will ensure stability in everyday operations. Mamet and Brown said the board needs to determine if it will perform an internal, staff-led search or use an external search firm. This latter option could be pricey, costing \$10,000 to \$20,000, but would be a good temporary fix if there are internal issues. The board was encouraged to seek community involvement as focus groups only, with no decision-making capabilities. The overall process could take three to six months.

There seemed to be disagreement between the trustees about the hiring responsibilities of an acting town manager versus those of an interim town manager. Coopman said we don't currently have an interim, which can be detrimental moving forward. He claimed the liability the town faces from the lack of a formal interim manager versus an acting administrator scares him. Elliott thanked Smith for her work as interim town manager, but Clark was quick to clarify that Smith is "acting, not interim," town manager. Elliott was unsure the town faces any liability. Coopman also argued that there is a difference between an interim versus an acting manager's powers, including hiring and firing of personnel. When Wilson asked Town Attorney Alicia Corley if this is a liability to the town, she responded, "I would prefer to discuss any liabilities in an executive session or provide my legal opinion off the record," but assured the board they would have her answer before any future work session.

Wilson will invite Mamet and Brown back for another workshop to help the board decide on steps moving forward. Trustee Jeffrey Bornstein, who could not attend the June 13 workshop, said the representatives from CML and DOLA sounded somewhat credible, and agreed the board should define the process.

Smith included a memo in the board packet stating the town manager is the chief administrative officer and thus can hire and fire all staff. This is not explicitly written into the Monument municipal code. The only specific hiring practices noted in the code are for the town manager to hire and fire the chief of police. In Monument's municipal code, the town manager reports to the board, and all staff report to the manager. Chapter 2.04 of the code states the Board of Trustees has the authority to appoint officers, define their duties, and agree on their compensation. See [https://library.municode.com/co/monument/codes/code of ordinances](https://library.municode.com/co/monument/codes/code%20of%20ordinances).

On June 21, the board held a special meeting where it approved a resolution "to approve the release with Chris Lowe and authorize the Mayor to execute the release on behalf of the Town" by a 5-1 vote, with Clark voting no.

Triview Metropolitan District update

Triview District Manager James McGrady and President Mark Melville presented an update to the board.

- 2018 road maintenance has included 5½ miles of paving.
- Two catch basin dips originally built into Jackson Creek Parkway will be eliminated altogether.
- Jackson Creek Parkway will be restriped.
- The district is pricing the resurface of the north-bound lane of Jackson Creek Parkway from Baptist Road to Lyons Tail.
- The 2019 road maintenance plan is being prepared now.
- The district has hired H.R. Green to redesign Jackson Creek Parkway from where it tapers to two lanes all the way to the north side of Higby Road.

ALTERATIONS SPECIALIST

On-Site Tailoring



10% OFF

ALTERATIONS

Must present coupon at time of drop-off. Prepayment required. Cannot be combined with other offers. Expires 7/31/18.


487-0268

1030 W. Baptist Road
By King Soopers
M-F 7:30 am - 7 pm
Sat. 8 am - 4 pm


MLS# 1218866

Updated in 2017 this beautiful Woodmoor home is situated on a peaceful .60 acre lot. Two-story entryway w/ refinished hardwood floors, vaulted living rm, formal dining, great rm & w/o lower family rm. 5/4/3, SF: 3,895


MLS# 6817351

Custom log home situated on 4.10 acres in the area of Greenland w/ outstanding views of Pikes Peak & the Front Range. Vaulted formal living rm, log beamed ceilings, loft area w/ office, family rm plus barn. 3/3/2 SF: 2,260


MLS# 8251632

Gorgeous Kings Deer home on 3 treed acres w/ water feature. Two story great rm, gourmet kitchen has slab granite & breakfast nook, formal dining, office, loft, walk-out family rm w/ wet bar, storage rm. 5/4/3, SF: 5,182



THE WHEATON TEAM
Exceptional Service, Extraordinary Results!

Jean Wheaton
John Wheaton

719-536-4581
www.TheWheatonTeam.com

Each RE/MAX Brokerage Business is Independently Owned & Operated

RE/MAX
properties, inc.



VACATION BIBLE SCHOOL

July 9-13, 2018

9:00 a.m. - 12:00 noon daily
No Cost / K-6th Grades

Monument Community Presbyterian Church

238 Third St., Monument, CO
Register at www.mcpcusa.org
or call (719) 481-3902



Avonlea Guthrie

Associate Broker & Property Manager

What is your home worth?
Call today for a FREE
no obligation market analysis!

Cell: 970-769-5075

trilakespmspecialist@gmail.com

Property Management Specialists, LLC
Serving the Pikes Peak Region with locations in Teller County & the Tri-Lakes Area

Trusted

Piano Tuning & Repair

www.BlackForestPiano.com

Visit my website site and you can:

- Read actual customer reviews
- Learn more about Jim
- Book On-Line

(719) 425-8845



(719) 488-2308

Complete Bookkeeping & Payroll Services

www.bobbid.com

CRICKET ROOFING

Excellence Is Our Commitment

719.301.5406 cricketroofing.com

FREE ESTIMATES!

Raleigh Dove

Certified
YOGA THERAPIST

Public & Private Classes

Check website for schedule updates

www.YogaPathwaysStudio.com

(719) 481-4137