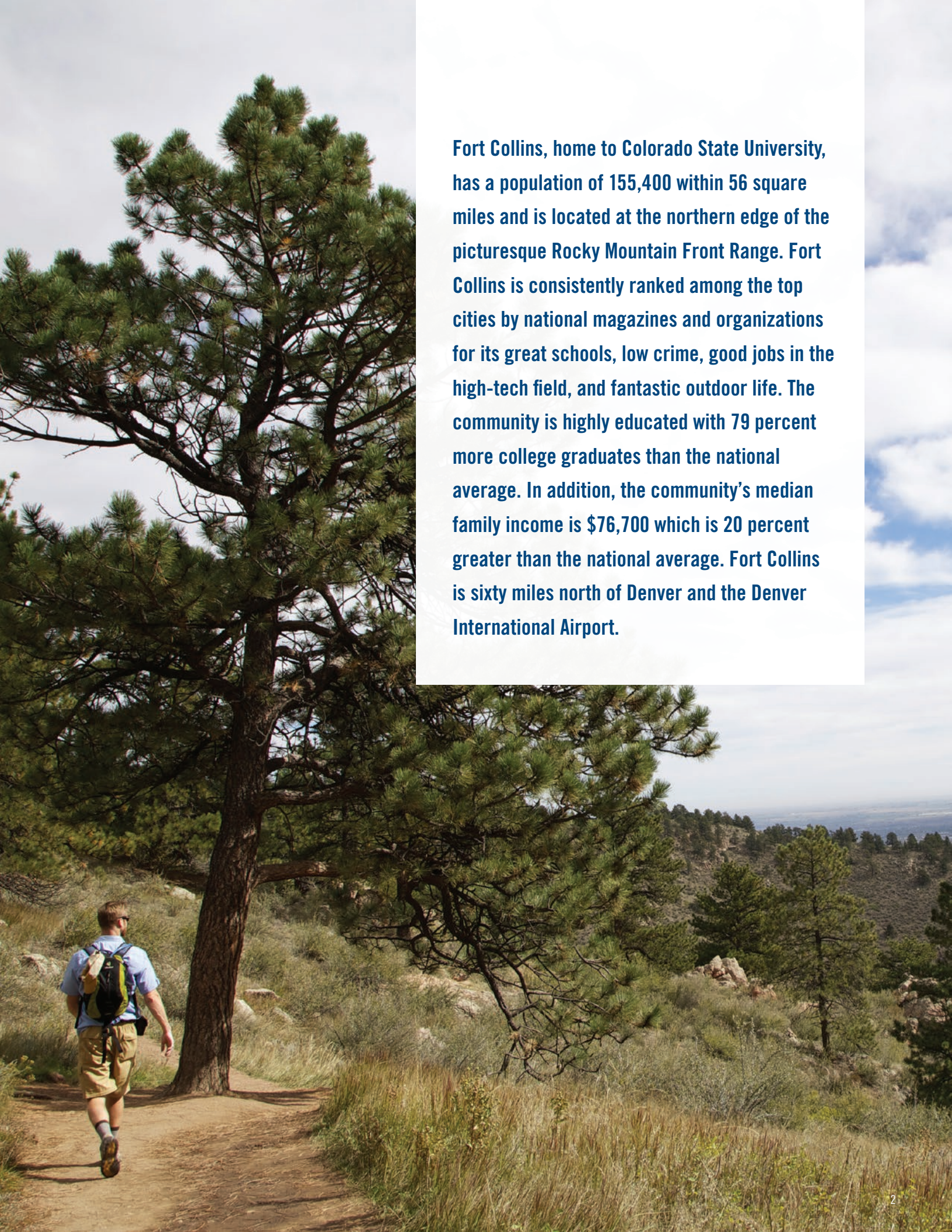




The City of Fort Collins, Colorado
Invites Qualified Candidates to Apply For
City Attorney





Fort Collins, home to Colorado State University, has a population of 155,400 within 56 square miles and is located at the northern edge of the picturesque Rocky Mountain Front Range. Fort Collins is consistently ranked among the top cities by national magazines and organizations for its great schools, low crime, good jobs in the high-tech field, and fantastic outdoor life. The community is highly educated with 79 percent more college graduates than the national average. In addition, the community's median family income is \$76,700 which is 20 percent greater than the national average. Fort Collins is sixty miles north of Denver and the Denver International Airport.

2012 Top Downtown in the Country

Livability.com, November 2012



Robert Havlick Award
for Innovation in Local
Government recognizing
the Sustainability Services
Area formation

Alliance For Innovation, March 2013

History

French trappers first established a campsite along the Cache La Poudre River in the 1700's. Due to western expansion the U.S. government established a military outpost to protect settlers as they made their way across the prairie and over the continental divide. Business people were attracted to the area and claimed the area known as Fort Collins as the military left the region in 1868.

Flash forward one hundred years as Fort Collins became an early hub of technology with the relocation of high tech companies in the 1970's. The tech boom and bust in the 2000's attracted a new kind of resident—entrepreneurial, innovative, and creative, embracing the pioneer spirit that settled the region originally.

Economy

Fort Collins has a strong economy anchored by the Colorado State University (CSU) campus with nearly 25,000 students and 7,000 employees. Founded in 1870 as a land grant college, students from every state and 95 foreign countries attend CSU. Graduate and undergraduate degrees are offered in nine colleges, and CSU is known for major research advances in agriculture, engineering, veterinary sciences, technology, and water.

Major private sector employers in Fort Collins include Hewlett Packard (1,250 employees), Poudre Valley Hospital (3,000 employees), and Woodward, Inc. (1,300). Innovation occurs across industry sectors in Fort Collins. Craft brewer, bioscience, software, hardware, water innovation, and clean energy companies contribute ideas, inventions, and products that positively impact the local economy. In 2010, 225 patents were registered to researchers, scientists, and entrepreneurs in Fort Collins.

Known as the community's "crown jewel" Downtown Fort Collins has a large selection of eclectic, unique shops and restaurants. In the summer public plazas invite social gatherings and outdoor concerts. Old Town Square, a pedestrian only business district, is a vibrant hub of activity for all ages with outdoor patios and regularly scheduled entertainment.



Platinum Bicycle Friendly Community

League of American Bicyclists, May 2013



Education

The Poudre School District (PSD) serves approximately 24,000 students and includes four high schools in Fort Collins and the surrounding area. In addition there are several charter schools in Fort Collins including Ridgeview Classical Schools which was rated among the top ten charter high schools in the nation (*U.S. News & World Report*, December 2008). For more information about PSD, please visit psdschools.org.

Additional educational institutions in Fort Collins include Front Range Community College, the Institute of Business and Medical Careers, University of Phoenix, and Regis College.

Recreation

With 875 acres of developed park land including six community parks and 49 neighborhood/pocket parks, recreation opportunities abound in Fort Collins. The City also maintains 30,000 acres of natural areas and more than 32 miles of recreational trails.

Money Magazine ranked Fort Collins

6th Best Place to Live in the Nation in 2010

Vision

To provide world-class municipal services through operational excellence and a culture of innovation.

Mission

Exceptional service for an exceptional community.

Values

- Outstanding Services
- Innovation and Creativity
- Respect
- Integrity
- Initiative
- Collaboration and Teamwork
- Stewardship

City Government

Fort Collins was incorporated in 1873 and has operated under the council/manager form of government since 1939. The City Council consists of six district Council Members elected on a non-partisan basis for four-year terms and a Mayor elected at-large on a non-partisan basis for a two-year term. The Mayor Pro Tem is chosen from among the entire Council and serves a two-year term. The City has 27 Boards and Commissions that provide advice and recommendations to the City Council on issues such as affordable housing, art in public places, the environment, human relations, and the needs of senior citizens, youth, and women.

The City Council appoints a City Manager who is responsible for managing municipal operations that consist of a \$504 million calendar-year budget and 2,299 FTE's. The current City Manager has worked for the City for 17 years and was appointed City Manager in 2004. In addition to traditional municipal services, the City has an electric utility, a regional airport jointly owned by the City of Fort Collins and the City of Loveland, and the Fort Collins Museum of Discovery which was created through a unique public/ private partnership.

Fort Collins' voters have approved many capital improvement initiatives over the last forty years that have created new amenities and addressed municipal needs including two additional parks, a new City office building, a transit center, a downtown parking structure, and a horticulture center. The City has implemented these initiatives in a fiscally prudent manner as evidenced by its AAA bond rating.

Each year the "World Class People" program recognizes City employees for their outstanding service, teamwork, individuality, and creativity. This is an opportunity to demonstrate how City employees contribute to making Fort Collins a great community. When past honorees were asked what they liked most about working for the City, most cited the people they worked with and the opportunity to make a difference in their community. Also, in a recent survey of City employees 60 percent indicated the City of Fort Collins is the best place they have ever worked.

The City and community have received more than 60 honors and awards over the last several years that recognize the quality of life and economic and environmental sustainability that exists in Fort Collins. To view a list of these honors and awards, please visit the following web site fcgov.com/visitor.

City Attorney Position

The City Attorney serves as the chief legal advisor to the City of Fort Collins Colorado, and is responsible for providing sound and efficient legal services to City Council, City manager, boards, commissions, and other City staff in matters relating to their official powers and duties. Responsibilities include planning, staffing and supervising the legal service needs of the City. Provides legal representation for the City in all actions or suits in which the City is a party.

The City Attorney is appointed by the City Council and is directly responsible to the City Council for the functions and duties assigned by the provisions of the City Charter and Municipal Code. The City Attorney serves at the pleasure of the City Council.

City Attorney responsibilities include:

- On a day-to-day basis, consult with and assist all the City departments with matters for which they require guidance, including contract drafting and interpretation, personnel legal questions, Municipal Code and Charter interpretation, building codes and other areas related to municipal law.
- Participates in the preparation and presentation of cases, renders legal opinions, and prepares court papers, contracts, ordinances, resolutions, deeds and leases. Work is performed with technical independence in accordance with accepted practices.
- Attend all meetings of the City Council and some City Council committee meetings and draft all ordinances, contracts and other instruments as required by the City Charter, ordinances or the Council.
- Consult with the City Manager's Office regarding all manner of things which have legal implications for the City and relate to the City Manager's official duties and powers.
- Effectively and efficiently manage the use of outside legal counsel and consultants.
- Responsible for all prosecution in the Fort Collins Municipal Court.
- Responsible for the management of the City Attorney's Office, including the hiring of assistant city attorneys and other legal staff. Responsible for drafting and managing the departmental budget.
- Prepares and approves proposed ordinances for consideration by the Mayor and Council.
- Reviews the legality and/or sufficiency of contracts, bonds, bids, leases, insurance, and claims.
- Represents the City in lawsuits and administrative hearings.
- Serves the City's interests in various contract negotiations.
- Manages, supervises, and reviews the work of legal and support staff , (currently consisting of 10 attorneys, 2 paralegals, and 3 support staff) as well as, managing the office budget, support contracts, etc.
- Researches, interprets, and applies laws, court decisions, and other legal authority in the preparation of opinions and briefs.
- Analyzes legislation including proposed state and federal legislation affecting the City.

Supervisory Duties:

This position is responsible for supervision of City employees.

This position carries out supervisory responsibilities in accordance with applicable laws and the policies of the organization and City Attorney's Office. Responsibilities include but are not limited to: interviewing, hiring, and training employees; planning, assigning and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

Job Requirements:

The minimum job requirements are: 1) graduation from a school of law accredited by the American Bar Association with a Juris Doctor Degree; and 2) high-level government management experience with at least ten years' experience in the practice of law, including some (6 months to 1 year) experience in municipal law and supervising one or more attorneys and other professional staff. Licensed to practice law in the state of Colorado during his or her tenure in office, but need not be so licensed prior to appointment. Equivalent combinations of experience and education will be considered.

Desired Professional and Personal Attributes:

The following are the desired professional and leadership attributes for the Fort Collins' City Attorney:

- Makes sound judgments and exhibit composure and patience when dealing with stressful situations; the ability to communicate effectively and diplomatically, both orally and in writing, with co-workers, City Council, boards and commissions and the general public
- Superior knowledge of municipal legal issues with a demonstrated mastery in areas of the law as deemed necessary by City Council
- Management skills and training which would allow the attorney to effectively and efficiently manage the programs and personnel of the City Attorney's Office
- Efficiently operate a personal computer and perform word processing tasks
- Work evenings, weekends and holidays as necessary to accomplish job tasks or as requested by City Council
- Strong, tactful, and powerful communicator who explains complex issues
- Works with a sense of urgency in a positive and personable manner
- Embraces continuous improvement philosophy and is quick study on addressing barriers to change
- Experience with performance management and evaluation of services

- Strong organizational and time-management skills with ability to prioritize key initiatives and manage work flow in complex environment with many stakeholders who have "must do" projects
- Politically astute yet apolitical
- Excellent public presentation skills with experience making presentations to City Councils or comparable groups
- Able to inspire and motivate City Attorney staff.

Compensation

The salary for the City Attorney position is dependent on experience and qualifications. The following benefits package are provided:

- Medical, dental, and vision insurance
- Flexible spending accounts
- 401(a) and 457 plans
- Paid vacation
- Paid sick leave and long and short-term disability
- Nine paid holidays
- Life insurance
- Annual executive physical
- Wellness programs
- Employee assistance program

**The City contributes 10 percent of the employee's salary into 401(a) money purchase plan and matches up to 3 percent of employee contributions to 457 deferred compensation plan.*

To Apply:

Please send your resume and cover letter in a Word format with current salary to slavin@bellsouth.net by November 24, 2014.

For additional information about this job, please contact:

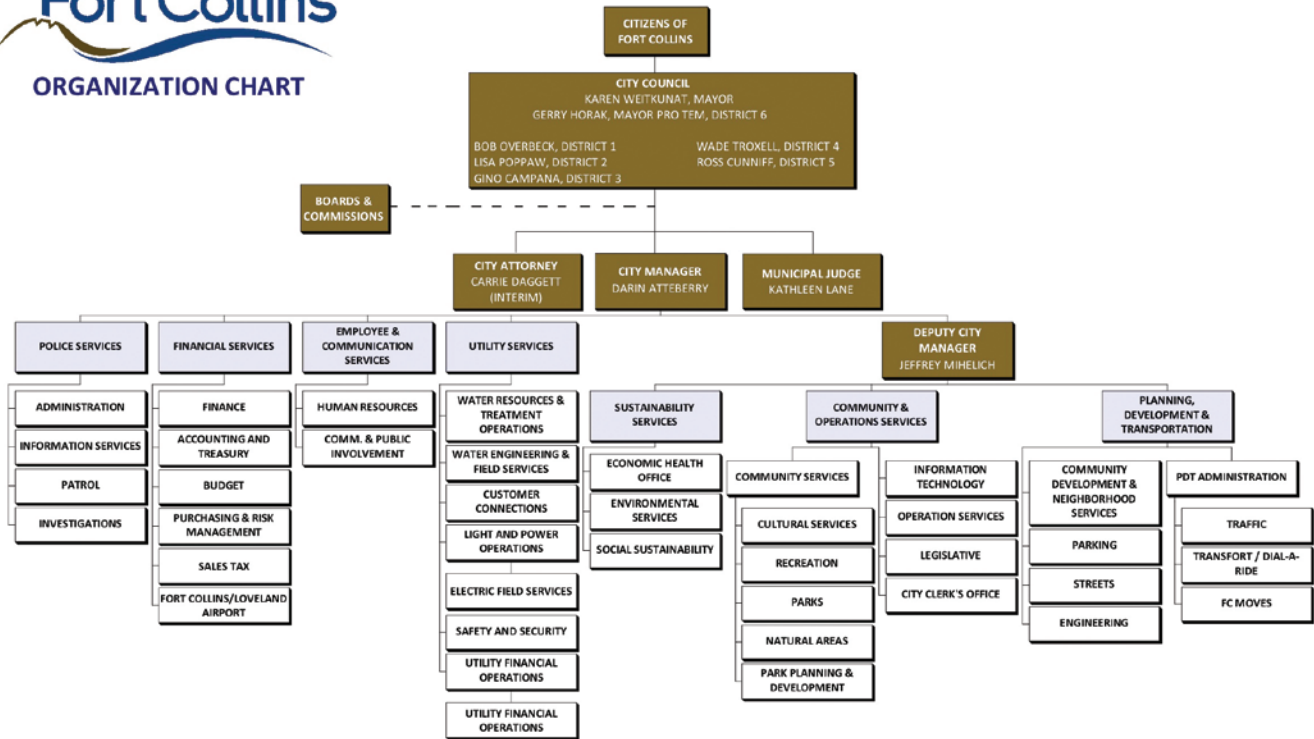
Robert E. Slavin, President
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Or

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Slavin Management Consultants
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pwconsulting@cox.net

An Equal Opportunity Recruiter/Employer

**City of
Fort Collins**
ORGANIZATION CHART



OTHER GOVERNMENTAL UNITS AND JOINT VENTURES: Downtown Development Authority, Fort Collins Housing Authority, Metropolitan Planning Organization, Platte River Power Authority, Poudre Fire Authority
Refreshed 8/29/2014

The City's current organizational chart which will be revised to reflect the City Attorney position.