



City Council Special Meeting Agenda

January 13, 2026 at 6:00 PM

Jeni Arndt, Mayor
Emily Francis, District 6, Mayor Pro Tem/Mayor-Elect
Susan Gutowsky, District 1
Chris Conway, Councilmember-elect District 1
Julie Pignataro, District 2
Tricia Canonico, District 3
Josh Fudge, Councilmember-elect District 3
Melanie Potyondy, District 4
Kelly Ohlson, District 5
Amy Hoeven, Councilmember-elect District 5

Carrie Daggett
City Attorney

Kelly DiMartino
City Manager

City Council Chambers 300 Laporte Avenue, Fort Collins & via Zoom at <https://zoom.us/j/98241416497>

Cablecast on FCTV
Channel 14 on Connexion
Channel 14 and 881 on Comcast

Delynn Coldiron
City Clerk

SPECIAL MEETING

6:00 PM

Called by City Council on December 2, 2025

- A) CALL MEETING TO ORDER**
- B) PLEDGE OF ALLEGIANCE**
- C) ROLL CALL**
- D) Reading of the City of Fort Collins Land Acknowledgment**

The Land Acknowledgement was guided by the Native Nations Community Advisory Panelist team to recognize Indigenous peoples and their connection to the land on which Fort Collins resides.

- E) OATHS OF OFFICE**

1. **Newly Elected Mayor and Councilmembers are sworn in by the City Clerk.**

District 1 Chris Conway

District 3 Josh Fudge

District 5 Amy Hoeven

Mayor Emily Francis

Newly Elected Mayor and Councilmembers are seated.

F) RECEPTION

2. Reception to Welcome Incoming Members of Council and Bid Farewell to Outgoing Members.

Following the swearing-in of Mayor and Council, Council will take a break from the meeting to hold a reception in the CIC Room for 30-45 minutes. Council will reconvene after the reception at approximately 7:00 pm to review the applications for the District 6 vacancy and take action to determine the finalists to be interviewed.

G) DISCUSSION ITEMS

3. Council Consideration of Motion to Elect a Mayor Pro Tem.

The purpose of this item is to consider a motion to elect a Mayor Pro Tem.

4. Resolution 2026-007 Determining the Finalists to be Interviewed for the District 6 Councilmember Vacancy.

The purpose of this item is to consider the applications for the District 6 vacancy and take action to select finalists to be interviewed at the January 14 work session.

H) ADJOURNMENT

Upon request, the City of Fort Collins will provide language access services for individuals who have limited English proficiency, or auxiliary aids and services for individuals with disabilities, to access City services, programs and activities. Contact 970.221.6515 (V/TDD: Dial 711 for Relay Colorado) for assistance. Please provide 48 hours advance notice when possible.

A petición, la Ciudad de Fort Collins proporcionará servicios de acceso a idiomas para personas que no dominan el idioma inglés, o ayudas y servicios auxiliares para personas con discapacidad, para que puedan acceder a los servicios, programas y actividades de la Ciudad. Para asistencia, llame al 970.221.6515 (V/TDD: Marque 711 para Relay Colorado). Por favor proporcione 48 horas de aviso previo cuando sea posible.

January 13, 2026



AGENDA ITEM SUMMARY

City Council

STAFF

Delynn Coldiron, City Clerk
Carrie Daggett, City Attorney

SUBJECT

Council Consideration of Motion to Elect a Mayor Pro Tem.

EXECUTIVE SUMMARY

The purpose of this item is to consider a motion to elect a Mayor Pro Tem.

STAFF RECOMMENDATION

Staff recommends Council proceed with this item.

BACKGROUND / DISCUSSION

Under Article II, Section 1(d), the Charter states that the terms of the Mayor and other members of Council begin when they take the oath of office, which should occur as the first order of business at a special Council meeting on the second Tuesday of January after the election.

Under Article II, Section 4, the Council elects a Mayor Pro Tem for a two year term to act as Mayor during the absence or disability of the Mayor.

The proposed process for electing the Mayor Pro Tem is as follows:

1. Mayor describes the responsibilities of the Mayor Pro Tem:
 - a. Under the Charter, serves in absence of the Mayor.
 - b. Under the Code, Mayor and Mayor Pro Tem confer with City Manager on preparation of the agenda for each Council meeting.
 - c. Mayor and Mayor Pro Tem provide direction to the City Manager and the City Attorney regarding the initiation and development of ordinances and resolutions.
 - d. Becomes the Acting Mayor if the office of Mayor becomes vacant prior to the next regular election.
2. Mayor recommends process for electing Mayor Pro Tem:
 - a. Public Comment.
 - b. Individual Councilmembers announce interest in the position.
 - c. Mayor requests a motion to elect a candidate.

- d. If motion is seconded, discussion and vote.
- e. Process continues until a candidate gets four votes.

3. If there is an objection to the proposed process, other Councilmembers can suggest an alternative. If objection is seconded, a motion and vote on the alternative occurs. If alternative passes, that becomes the process that will be used to select the Mayor Pro Tem. If no alternative is approved by majority vote, the Mayor's proposed process is used.

January 13, 2026

AGENDA ITEM SUMMARY

City Council



STAFF

Delynn Coldiron, City Clerk

SUBJECT

Resolution 2026-007 Determining the Finalists to be Interviewed for the District 6 Councilmember Vacancy.

EXECUTIVE SUMMARY

The purpose of this item is to consider the applications for the District 6 vacancy and take action to select finalists to be interviewed at the January 14 work session.

STAFF RECOMMENDATION

Staff recommends adoption of the Resolution.

BACKGROUND / DISCUSSION

At its December 2, 2025, meeting, Council adopted [Resolution 2025-107](#) which established the process for appointing a Councilmember to the vacant District 6 seat following the swearing-in of Mayor Pro Tem as Mayor.

The public information and application period concluded on December 31, 2025, at 5:00 pm. A total of fifteen applications were received, with one found ineligible and one withdrawn, bringing the application total to thirteen. Staff confirmed that each applicant met the qualifications for the position. The applications were posted for public review and distributed to Council and Council-elect on December 31, 2025, following the application deadline.

Resolution 2025-107 provides that if the City Clerk receives more than five applications from candidates meeting the minimum requirements, Council will determine the pool of candidates to be interviewed by resolution. As provided in Section 6 of the Resolution, the number of applicants selected for interviews is at Council's discretion and is not required to be limited to five.

Interviews of the candidates selected by Council will be conducted at a work session on January 14, 2026, immediately followed by a special meeting at which Council will consider adoption of a resolution appointing the new District 6 Councilmember.

Links to the individual applications for review can be found in the "Attachments/Links" section below.

CITY FINANCIAL IMPACTS

None.

BOARD / COMMISSION / COMMITTEE RECOMMENDATION

None.

PUBLIC OUTREACH

The adopted process and application forms were posted on the City's website, [Council Vacancy](#), beginning December 3, 2025, promoted on social media, and on [fortcollins.gov](#) Spotlights.

ATTACHMENTS/LINKS

1. [District 6 Applications and Community Feedback](#)
2. Resolution 2026-007

RESOLUTION 2026-007
OF THE COUNCIL OF THE CITY OF FORT COLLINS
SELECTING FINALISTS TO BE INTERVIEWED FOR
CONSIDERATION FOR APPOINTMENT TO FILL A VACANCY
FOR COUNCILMEMBER FOR DISTRICT 6 ON THE FORT
COLLINS COUNCIL

A. A vacancy for Council District 6 was created by election and swearing in of former District 6 Councilmember Emily Francis to the office of Mayor on November 4, 2025 and January 13, 2026, respectively.

B. The City Charter as updated after the November 4, 2025, election, provides that the City Council shall fill such vacancy by appointment within thirty-five business days, and that the appointed Councilmember shall serve until the end of the current four-year term of that office in January 2028.

C. On December 3, 2025, the City Clerk advertised the vacancy and invited qualified applicants to submit an application no later than 5:00 p.m. on December 31 to be considered. Fifteen applicants applied for the appointment.

D. The Council has carefully considered each of the applications received along with public comment received before and during this item.

E. In order to allow for meaningful interviews and final consideration of the applicants, the Council has chosen to narrow the field to a select group of finalists.

F. The applicants named below in this Resolution are designated as finalists for the District 6 vacancy appointment, to be interviewed by the Council at its work session on January 14.

In light of the foregoing recitals, which the Council hereby makes and adopts as determinations and findings, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FORT COLLINS the City Council hereby designates the following as finalists for the District 6 Councilmember vacancy appointment, to be interviewed at the work session scheduled for January 14 at 6:00 for that purpose:

_____.

Passed and adopted on January 13, 2026.

Mayor

ATTEST:

City Clerk

Effective Date: January 13, 2026
Approving Attorney: Carrie Daggett

Exhibit: None