



MEMORANDUM

To: Mayor and City Council

Through: Mike Land, City Manager

From: Traci E. Leach, Deputy City Manager

Date: January 8, 2019

Reference: Appointment of Presiding Judge and Associate Judge

2030: **Sustainable City Government: Goal 4 Top Quality Workforce**

Introduction:

Judge Nesbitt retired in November 2018 and Judge Landwehr, the City's current Presiding Judge, is resigning effective January 27, 2019. Since receiving these notices, several candidates were interviewed by both City staff and current Judges Carlsen and Landwehr.

At this time, Honorable Kristine Primrose has been selected to serve as the next Presiding Municipal Judge and Holly Fox as an Associate Judge for the Coppell Municipal Court. Judge Primrose has been practicing law since 1990 and is currently serving as a part-time municipal court judge in Lewisville (since 2010), Dallas (since 2012), and Grand Prairie (since 2010). If appointed as the Presiding Judge, Coppell Municipal Court would be her top priority.

Judge Fox has been practicing law since 1994 and is currently serving as an associate judge in Lewisville (2005), Ponder (2012), Highland Village (2006), Sherman (2018), and Little Elm (2010). Judge Fox has previously served as municipal court judge in The Colony and Corinth.

Judge Primrose is highly qualified to fill this role. Her experience in various courts throughout the Metroplex will provide new insights and a fresh perspective. She is excited to begin work as soon as possible.

Analysis: Judge Primrose would serve the remainder of Judge Landwehr's existing contract, which expires on September 30, 2020. All terms of the existing contract remain the same as they were under Judge Landwehr. Judge Fox would serve the remainder of Judge Nesbitt's existing contract, which expires on September 30, 2020. All terms of the existing contract remain the same as they were under Judge Nesbitt.

Staff is recommending that both judges begin work immediately to train with Judges Landwehr and Carlsen before January 27. This training will not be related to legal knowledge, rather it will allow Judges Primrose and Fox to learn the processes, procedures, and systems that are in place to administer the Coppel Municipal Court.

If Judge Primrose is to begin immediately, her tenure will overlap with Judge Landwehr and there cannot be two Presiding Judges. Staff is recommending that Judge Primrose be appointed as Presiding Judge effective January 28, 2019, with the caveat she would serve as an alternate judge during the transition period from January 9 to January 27.

Legal: The City Attorney has reviewed the Ordinance.

Fiscal Impact: None.

Recommendation: Staff recommends approval of the Resolution to appoint Hon. Kristine Primrose as the Presiding Municipal Court Judge and Hon. Holly Fox as Associate Judge for the Coppel Municipal Court of record.