



APPOINTMENT OF A COURT ADMINISTRATOR

RS-22-060

May 3, 2022

Background

2

- Municipal Court vacancy
- Recruitment

Candidate Information

- The City Manager selected Michelle Warriner as the Court Administrator.
- Ms. Warriner has over fourteen (14) years of municipal court experience. She started with the City of Killeen in 2007 as a Court Collections Clerk, and within months she was promoted to Accounting Clerk within Municipal Courts. She then worked as a Senior Collection Clerk and most recently she has been serving as the Assistant Court Administrator.
- Level II Court Clerk Certification.

Alternatives

4

- ❑ To not approve the appointment of Michelle Warriner as the City of Killeen's Court Administrator
- ❑ To approve the appointment Michelle Warriner as the City of Killeen's Court Administrator

Staff Recommendation

5

□ Staff recommends the second alternative, approving the appointment of Michelle Warriner for the Court Administrator with the City of Killeen