

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH WATER AND SANITATION DISTRICT HELD December 28, 2016

A Special Meeting of the Board of Directors of the Roxborough Water and Sanitation District was held on Wednesday, December 28, 2016 at 8:00 a.m. at the Roxborough Water and Sanitation District's offices located at, 6222 N. Roxborough Park Road, Littleton, Colorado 80125. The Special Meeting was called for the purpose to discuss personnel matters related to the General Manager position. Notice of the meeting was duly posted in at least three locations within the boundaries of the District, as required by State law.

Attendance: Directors: Dave Thomas President
Tim Moore Vice President
Dave Heldt Assistant Secretary

Consultants: Alan Pogue, Esq. Icenogle, Seaver and Pogue

RWSD Employees: Larry Moore

Public: Barbara Biggs

Call to Order: The meeting was called to order at 8:04 a.m. by Dave Thomas, President of the Board. It was also established that a quorum was in attendance and there were no conflicts of interest to disclose.

Absences: The Board voted unanimously to excuse the absence of Director Dillon and Director Maas.

EXECUTIVE SESSION: The board was advised that due to the need to discuss personnel matters related to the general manager, it was appropriate, upon compliance with the requisite statutory procedures, to convene an Executive Session at 8:06 a.m., pursuant to Section 24-6-404(4)(f)(I), C.R.S. The Directors, by motion duly made and seconded, and approved by greater than two-thirds of the Directors present:

RESOLVED by a unanimous vote to convene an Executive Session, pursuant to Section 24-6-402(4)(f)(I), C.R.S., for the purposed of discussing personnel matters related to the position of general manager.

Director Thomas reported, :It is December 28, 2016 and the time is 8:06 a.m. For the record I am the presiding officer, Dave Thomas. As required by the Open Meetings Law, the Executive Session is being recorded.

Present at this Executive Session were the following persons:

Dave Thomas, President
Tim Moore, Vice President
Dave Heldt, Assistant Secretary
Larry Moore, RWSD
Alan Pogue, Esq.
Barbara Biggs

This is an executive session for the purpose of discussing personnel matters regarding the position of general manager pursuant to 24-6-402(4)(f)(I), C.R.S.

Director Thomas cautioned each participant to confine all discussions to the stated purposes of the executive session. If at any point in the executive session any participant believes that the discussion is going outside the proper scope of the executive session, please interrupt the session and make an objection. The purpose of the executive session was to discuss the position of general manager. The participants in executive session were:

Dave Thomas, President
Tim Moore, Vice President
Dave Heldt, Assistant Secretary
Larry Moore, RWSD
Alan Pogue, Esq.
Barbara Biggs

After a motion by Director Heldt, second by Director Moore the executive session was adjourned at 9:22 a.m. and the Board returned to Open Session.


Director Thomas stated "For the record, if any person who participated in the executive session believes

that any substantial discussion of any matters not included in the motion to go into executive session occurred during the executive session or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record.”

None were stated.

ADJOURN: Being no further business, a motion was made by Director Moore and seconded by Director Heldt to adjourn the meeting at 9:23 a.m. The motion passed.

Respectfully Submitted,


Secretary for the Meeting