

---

Thursday, April 10, 2025, 6:00 PM  
Council Chambers  
One DesCombes Drive  
Broomfield, CO 80020

[View Correspondence](#)

[View Presentations](#)

---

## 1. Meeting Commencement

---

## 2. Action Items

- 2A. Discussion of Personnel Matters - City and County Manager  
— Motion for Executive Session to Discuss Personnel Matters regarding the City and County Manager pursuant to C.R.S. § 24-6-402 (4)(f)(I)

---

## 3. Adjournment

The City and County of Broomfield operates without regard to race, color, national origin, ethnicity, citizenship, immigration status, gender, age, sex, sexual orientation, gender identity, gender expression, marital status, source of income, military status, or disability in all programs and activities.

Individuals with disabilities requiring accommodation or persons needing a language interpreter must submit such a request to the City Clerk no later than noon on Thursday prior to the scheduled Council meeting to allow adequate time to make arrangements. Please call 303.438.6332 or TDD 303.465.5411 or write [cityclerk@broomfield.org](mailto:cityclerk@broomfield.org) to make your request.

During the meeting, individuals can click the "CC" button on Live Council meeting video feeds to view closed captioning. Auxiliary hearing aid equipment can be requested on the night of the meeting with our AV team located at the back of the Council Chambers.



*Date Posted: April 4, 2025*



# City and County of Broomfield

## City Council Special Meeting

---

### A. Discussion of Personnel Matters - City and County Manager

Meeting	Agenda Group
Thursday, April 10, 2025, 6:00 PM	Action Items Item: 2A.
Community Goals	

## Overview

[View Correspondence](#)

[View Presentation](#)

Councilmembers Ward, Delgadillo, Anderson, and Mayor Pro Tem Shaff requested a special meeting be held on Thursday, April 10, 2025 at 6:00 p.m. for the purpose of discussing personnel matters regarding the City and County Manager. Pursuant to Section 2.3 of Council Procedure and Rules of Order, special meetings of the Council may be called in accordance with sections 5.2 and 5.3 of the Charter. Notice was provided to all council members and a quorum indicated they would be present.

### **Attachments**

[Memo - Personnel Discussions City and County Manager](#)

## Summary

[View Correspondence](#)

[View Presentation](#)

Councilmembers Ward, Delgadillo, Anderson, and Mayor Pro Tem Shaff requested a special meeting be held on Thursday, April 10, 2025 at 6:00 p.m. for the purpose of discussing personnel matters regarding the City and County Manager. Pursuant to Section 2.3 of Council Procedure and Rules of Order, special meetings of the Council may be called in accordance with sections 5.2 and 5.3 of the Charter. Notice was provided to all council members and a quorum indicated they would be present.

The special meeting request was a follow up to the March 25th Council Meeting censure discussion involving the conduct of Councilmember Marsh-Holschen. The purpose for this special meeting will be a presentation and discussion about the evidence Councilmember Marsh-Holschen has, as indicated in the March 25th meeting, to substantiate his claims of negligence, sabotage, and mismanagement by the City and County Manager.

Under the Colorado Open Meetings law, discussion of personnel matters can take place in a closed executive session. C.R.S. § 24-6-402 (4)(f)(I). The law requires that any local public body announce in public the topic for discussion for the executive session. In addition, the local public body must include the specific citation in the law that authorizes the local public body to meet in executive session. The local public body must also identify the particular matter to be discussed in as much detail as possible without compromising the purpose for which the executive session is authorized. C.R.S. § 24-6-402(4).

The meeting will start publicly to motion and vote on the request for an executive session, and then Council will break into an executive session if approved. An executive session requires an affirmative vote of two-thirds of the quorum present.

When the purpose of the executive session is a personnel matter, the employee who is the subject of the session can request that the discussion take place in an open meeting. If that occurs, the discussion cannot take place in a closed executive session and must be held in public.

The executive session will be electronically recorded. The record of an executive session must also state the specific citation in the law authorizing the executive session. Portions of an executive session that are purely for purposes of obtaining legal advice do not need to be recorded.

## Financial Considerations

N/A

## Prior Council or Other Entity Actions

Prior executive sessions in the last twelve months regarding personnel matters involving the City and County Manager have been held on [August 13, 2024](#), [September 12, 2024](#), and [January 14, 2025](#).

On [March 25, 2025](#), Council voted to censure Councilmember Marsh-Holschen.

## **Boards and Commissions Prior Actions and Recommendations**

N/A

## **Proposed Actions / Recommendations**

If Council would like to hold the executive session and the City and County Manager has not requested an open meeting, the appropriate motion is:

That Council break into an executive session for the purpose of discussing personnel matters specific to the evidentiary support for statements in Councilmember Marsh-Holschen's email regarding the City and County Manager's performance, as permitted by C.R.S. § 24-6-402(4)(f)(I).

If the City and County Manager requests an open meeting, the matter will be heard in an open public session.

## **Alternatives**

If the subject employee does not request a closed meeting and an executive session is appropriate, do not hold the executive session or schedule the executive session for a different time.