

SPECIFIC CITATIONS FOR EXECUTIVE SESSIONS

24-6-402(4)(a) C.R.S. Purchase acquisition, lease, transfer or sale of any real or personal property interest.

24-6-402(4)(b) C.R.S. Conferences with an attorney for the purpose of receiving legal advice on specific legal questions. (Mere presence of an attorney during a meeting does not satisfy this requirement.)

24-6-402(4)(c) C.R.S. Matters required to be kept confidential by federal or state law, or rules or regulations. (Must include specific citation to other law or regulation)

24-6-402(4)(d) C.R.S. Specialized details of security arrangements or investigations.

24-6-402(4)(e) C.R.S. Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators.

24-6-402(4)(f) C.R.S. Personnel matters; except the affected employee(s) may request an open meeting.

24-6-402(4)(g) C.R.S. Consideration of any documents protected by the mandatory nondisclosure provisions of the Open Records Act; except that records that are work product or part of a deliberative process privilege shall occur in open session.

24-6-402(4)(h) C.R.S. Discussion of individual students where public disclosure would adversely affect the person or persons involved.

- The announcement for the topic of discussion for executive sessions shall include the specific citation authorizing the executive session and the identification of the topic to be discussed in as much detail as possible without compromising the executive session's purpose.
- No executive session for personnel discussions are allowed for any member of a public body, an elected official or the appointment of a person to fill the office of a member of a public body or an elected official.
- Discussions that occur in an executive session shall be recorded in the same manner and media that is used to record the minutes of open meetings. This record shall be kept for 90 days.
- Any document produced as a result of an executive session shall be marked "CONFIDENTIAL EXECUTIVE SESSION DOCUMENT _____"

(Insert citation to applicable section above)