

**GREEN MOUNTAIN WATER AND SANITATION DISTRICT  
JEFFERSON COUNTY, COLORADO  
BOARD OF DIRECTORS STATEMENT  
CONDUCT OF INTERACTIONS WITH EMPLOYEES**

**A STATEMENT SUMMARIZING EXPECTED LEVELS OF DECORUM FROM  
ALL BOARD MEMBERS AND CONTRACTUAL REPRESENTATIVES OF THE DISTRICT –  
INDIVIDUALS CONDUCTING BUSINESS ON BEHALF OF THE DISTRICT.**

**WHEREAS**, the Board of Directors (Board) has hired a District Manager to act on its behalf on the hiring, developing, disciplining and potentially dismissing of full time employees; and

**WHEREAS**, the Board recognizes that the majority of the time it will interact with employees through the District Manager; and

**WHEREAS**, the Board has disseminated and delineated to the District Manager expected standards of conduct and performance measures in the conduct of their duties; and

**WHEREAS**, the District Manager acknowledges, understands and accepts these standards, and

**WHEREAS**, the Board recognizes that from time to time occasional direct interaction of contractual representatives with the District Manager may become necessary for efficient operation of the District;

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE GREEN MOUNTAIN  
WATER AND SANITATION DISTRICT RESOLVES AS FOLLOWS;**

That the Board of Directors directs:

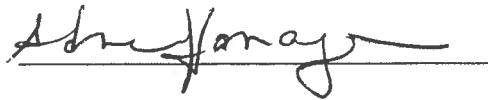
- 1) that all communication directed toward District employees, other than to the District Manager, go through the District Manager by either electronic or telephonic means. The District Manager is directed to efficiently process such communications to ensure efficient operations in the District.
- 2) that all communication directed toward individuals contracted with the District, except for communication originating with a Board member, go through the District Manager by either electronic or telephonic means for informational purposes. Exceptions to this can be for projects authorized by the Board that require routine communication between the contracted individual and District employees.
- 3) no contractual individual may task another contractual individual or District employee with requirements that may commit the District to an expenditure of funds without informing the Board in writing. Contractual individuals are encouraged to inform the District of such need through communications with the District Manager.
- 4) that it views all employees other than the District Manager to be under the management of the District Manager.

- 5) that it views the District Manager to be a direct hire, and therefore a direct report, to the Board of Directors; hence, only the Board may direct the District Manager to take specific actions (with the exceptions outlined in the District Manager Resolution).
- 6) as a direct report, the Board views it as solely its responsibility to provide feedback to the District Manager concerning the performance of his/her duties and, if necessary, alert the District Manager as to an unsatisfactory level of performance. No other person, regardless of their status with the District, is authorized to give such feedback to the District Manager.

Whereupon, a motion was made and seconded, and upon a majority vote, this Resolution was approved by the Board.

**ADOPTED AND APPROVED THIS 13th day of April, 2021**

GREEN MOUNTAIN WATER AND  
SANITATION DISTRICT



Adrienne Hanagan, President

ATTEST



Alex Plotin, Secretary