



The Town of Milliken complies with Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973 guidelines. Ensuring the public's access to and participating in public meetings is a priority for the Town of Milliken.

In the event you are in need of reasonable accommodation in order to attend or participate in a public meeting conducted by the Town of Milliken, please contact the Town Clerk, Caree Rinebarger at (970) 660-5045 within 3 to 5 days before the scheduled meeting date, in order to allow the Town to better accommodate your request.

**NOTE:**

Agendas will be published no later than 24-hours prior to the meeting.

Headings in this agenda are for organizational purposes only. The Board of Trustees may take formal action on any matter reasonably related to any item listed under any section of this agenda. *Town of Marble v. Darien*, 181 P.3d 1148 (Colo. 2008); *Benson v. McCormick*, 578 P.2d 651 (1978).

---

Contact: Caree Rinebarger, Town Clerk  
[CRinebarger@town.milliken.co.us](mailto:CRinebarger@town.milliken.co.us) | (970) 587-4331



**TOWN OF MILLIKEN  
BOARD OF TRUSTEES  
AGENDA MEMORANDUM**

To: Mayor Austin and Trustees  
From: Matthew Gould, Town Attorney  
Via: Cheryl Powell, Town Administrator

Meeting Date:  
May 20, 2026

Item Category: Executive Sessions

Agenda Title: Review of Town Administrator Candidate Records:

**PUBLIC NOTICE**

The Milliken Board of Trustees will hold a Special Meeting on Wednesday May 20, 2026, at 5:30 PM.

The purpose of this meeting is review and discussion of documents submitted by or on behalf of candidates for town administrator who are not yet finalists for the purpose of identifying those candidates to be advanced for further consideration.

This may include an executive session pursuant to section 24-6-402(4)(g) of the Colorado Revised Statutes for the purpose of considering documents protected by the mandatory nondisclosure provisions of the Colorado Open Records Act and particularly records submitted by or on behalf of candidates for town administrator who are not yet finalists, which are “records submitted by or on behalf of an applicant or candidate” for an employment position under section 24-72-204(3)(a)(XI)(A) of the statutes.

Attachments:  
None

**PURPOSE**

Possible executive session(s) pursuant to section 24-6-402(4)(g) of the Colorado Revised Statutes for the purpose of considering documents protected by the mandatory nondisclosure provisions of the Colorado Open Records Act and particularly records submitted by or on behalf of candidates for town administrator who are not yet finalists.

**BACKGROUND**

The current town administrator has informed the town of her retirement effective June 1, 2026. In accordance with the process developed by the board in open meetings, Staff

has obtained records from candidates for the town administrator position and will circulate these confidential documents to board members. The purpose of this item is to allow for review and discussion of the documents for the purpose of identifying those candidates to be advanced for further consideration.

**BUDGET IMPLICATIONS**

N/A

**STAFF RECOMMENDATIONS**

The town attorney recommends entry into executive session to conduct the review and consideration of documents submitted by candidates for the town administrator position who are not yet finalists.

**SUGGESTED MOTION**

I move that we enter executive session pursuant to section 24-6-402(4)(g) of the Colorado Revised Statutes for the purpose of considering documents protected by the mandatory nondisclosure provisions of the Colorado Open Records Act and particularly records submitted by or on behalf of candidates for town administrator who are not yet finalists, which are “records submitted by or on behalf of an applicant or candidate” for an employment position under section 24-72-204(3)(a)(XI)(A) of the statutes.