

## SEPARATION AGREEMENT

THIS SEPARATION AGREEMENT (“Agreement”) is made this \_\_\_\_ day of \_\_\_\_\_ 2021 by and between the BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF ARAPAHOE, STATE OF COLORADO (“Board”), and Manisha Singh (“Appointee”).

WHEREAS, Appointee is presently appointed by the Board to serve as the Director of Strategy and Performance for Arapahoe County (“County”); and

WHEREAS, the parties hereto desire to enter into this Agreement setting forth their various rights and responsibilities in the event that Appointee separates from her employment with the County;

NOW, THEREFORE, in consideration of the mutual agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Appointee shall continue to perform her duties as the Director of Strategy and Performance for Arapahoe County until such time as either the Appointee or the Board, or the Board’s designee, desires to terminate Appointee’s services.
2. The Board agrees that so long as Appointee continues in her appointed position, the Board will provide Appointee with such salary and benefits as the Board may elect, from time-to-time, to provide.
3. This Agreement shall continue until it is terminated by either the Board of County Commissioners, or the Board’s designee, and is conditioned upon and subject to annual appropriations by the Board, where appropriate.
4. Pursuant to this Agreement, the Appointee serves at the pleasure of the Board of County Commissioners and the Appointee’s services may be terminated by the Board, or the Board’s designee, at any time, with or without cause. If the Board or the Board’s designee terminates Appointee’s services during the term of the Agreement for policy reasons or to effect a change of direction and in exchange for a full release from Appointee, the Board shall provide Appointee with the following:
  - a. Severance pay in a lump sum cash payment equal to six months of Appointee’s gross salary (excluding benefits) at the time Appointee’s services are terminated. The severance payment will be subject to standard payroll deductions and tax withholdings.
  - b. Any and all salary and benefits to which Appointee is entitled pursuant to the Arapahoe County Personnel Guidelines in effect on the date of termination of Appointee’s services.

- c. This Agreement is conditioned upon the Appointee signing a full release of all claims against the County, its elected officials and all employees. If the Appointee does not sign a release of claims the Appointee will not receive severance pay.
  - d. If the termination is a result of performance issues or misconduct or because the Appointee is charged with a felony then the Board or the Board's designee, at its discretion, may terminate Appointee's employment without severance pay.
5. Appointee may terminate her services with the County at any time upon notifying the Board, or the Board's designee, in writing, at least 30 days prior to the date upon which Appointee will terminate her services. If Appointee terminates her services, she shall not be entitled to receive any severance pay, but, if she has given the required notice, shall be entitled to receive her full salary and benefits through the date of termination of services.
  6. Nothing in this Separation Agreement shall be construed to create any contract of employment between the parties. Pursuant to Section 30-11-107(1)(n), C.R.S., department directors and other Appointees serve at the pleasure of the Board of County Commissioners.
  7. This Agreement shall be interpreted and enforced pursuant to the laws of the State of Colorado. Venue for any action brought in connection with this Agreement shall be proper in the Arapahoe County District Court, Eighteenth Judicial District.
  8. This Agreement incorporates and/or supersedes any prior written or oral agreements between the parties concerning the issues which are the subject of this Agreement.

\_\_\_\_\_  
 MANISHA SINGH, APPOINTEE

ATTEST:

\_\_\_\_\_  
 CLERK TO THE BOARD OF  
 COUNTY COMMISSIONERS

\_\_\_\_\_  
 CHAIR Nancy Jackson  
 BOARD OF COUNTY COMMISSIONERS  
 OF ARAPAHOE COUNTY