

**TOWN OF PARACHUTE, COLORADO
RESOLUTION NO. 2018-24**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE,
COLORADO APPROVING AND ADOPTING A PERSONNEL HANDBOOK.**

WHEREAS, the Town of Parachute (the "Town") maintains a Personnel Handbook which sets forth the policies and procedures on numerous issues concerning employment by the Town;

WHEREAS, to aid in payroll processing and overtime calculation, the Town has worked to update its Personnel Handbook to amend the pay periods and make related changes, as set forth in Exhibit A; and

WHEREAS, the Board of Trustees of the Town of Parachute believes it is in the best interest of the Town to adopt the revised Personnel Handbook and hereby wishes to do the same.

NOW THEREFORE, BE IT RESOLVED, BY THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO THAT:

Section 1. The foregoing recitals are incorporated herein as if set forth in full.

Section 2. The Board of Trustees hereby approves and adopts the Personnel Handbook set forth in Exhibit A.

INTRODUCED, PASSED, APPROVED, AND ADOPTED by a vote of 6 to 0 of the Board of Trustees of the Town of Parachute, Colorado at a regular meeting held at Town Hall in the Town of Parachute, Colorado on the 19 day of April, 2018 and approved by the Mayor on the 19 day of April, 2018.



**BOARD OF TRUSTEES OF THE
TOWN OF PARACHUTE, COLORADO**

By Roy B. McClung
Roy B. McClung, Mayor

ATTEST:

Lucy Cordova
Lucy Cordova, Town Clerk