

**RESOLUTION 556**

**A RESOLUTION TO ADOPT A 2023 EMPLOYEE HANDBOOK**

**WHEREAS**, the Board of Trustees determined that Employee Handbook revisions were necessary; and

**WHEREAS**, Employers Council, the Town Attorney's Office, Town Manager and employees recommended edits; and

**WHEREAS**, employees were notified of the revisions and invited to review the draft; and

**WHEREAS**, upon the effective date the revised 2023 Employee Handbook will replace the August 1, 2020 Employee Handbook and all previous versions; and

**WHEREAS**, the effective date of the Employee Handbook shall be January 28, 2023.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BAYFIELD, COLORADO AS FOLLOWS:**

The 2023 Employee Handbook is adopted and shall be effective January 28, 2023.

**PASSED, APPROVED, and ADOPTED this 17<sup>th</sup> day of January 2023, by the Board of Trustees of the Town of Bayfield, Colorado.**

  
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Ashleigh Tarkington, Mayor

ATTEST:

  
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Kathleen Cathcart, Town Clerk