

**Board of Trustees
Agenda Cover Sheet
Agenda Item No: IX. 1.
Meeting Date: 7/18/2022**

TO: Mayor Rogin and Members of the Board of Trustees

FROM: Victoria Simonsen, Town Administrator

DATE: June 30, 2022

ITEM: Resolution 2022-71, A Resolution of the Town of Lyons, Colorado, Amending the Employee Handbook Applicable to Employees of the Town of Lyons and Ratifying the Juneteenth Holiday (June 19th)

ORDINANCE
 MOTION / RESOLUTION
 INFORMATION

- I. **REQUEST OR ISSUE:** A Resolution amending items in the Employee Handbook Applicable to the Employees of the Town of Lyons, including the addition of the Juneteenth Holiday to be observed.
- II. **RECOMMENDED ACTION / NEXT STEP:** Approve Resolution 2022-71 to adopt the Employee Handbook with modifications as presented and ratify the Board of Trustee's decision to formally observe the June 19th (Juneteenth) holiday
- III. **FISCAL IMPACTS:** Some minor fiscal impacts due to changes in benefits.
- IV. **BACKGROUND INFORMATION:** The Town of Lyons updated the current Employee Handbook on December 20, 2021. There are minor amendments, and the new handbook will ratify the addition of the Juneteenth Holiday. The Employee Handbook was drafted to meet the current federal and state requirements, standards and guidelines.
- V. **LEGAL ISSUES:** Reviewed by two attorneys.
- VI. **CONFLICTS OR ENVIRONMENTAL ISSUES:** None known.
- VII. **SUMMARY AND ALTERNATIVES:**
 - a. Approve Resolution 2022-67
 - b. Approve Resolution 2022-67 with modifications
 - c. Continue with the current handbook

Recommended Motion:

"I move to approve Resolution 2022-71, amending the Employee Handbook Applicable to Employees of the Town of Lyons and ratifying observance of the Juneteenth holiday"