

TOWN OF LYONS, COLORADO

RESOLUTION NO. 2022-71

**A RESOLUTION OF THE TOWN OF LYONS, COLORADO,
AMENDING THE EMPLOYEE HANDBOOK APPLICABLE TO EMPLOYEES
OF THE TOWN OF LYONS AND RATIFYING OBSERVANCE OF
THE JUNETEENTH HOLIDAY**

WHEREAS, Section 1-7-7 of the Lyons Municipal Code provides that the Board of Trustees for the Town of Lyons (the "Board") may adopt personnel regulations and policies by motion or resolution; and

WHEREAS, the Board has approved personnel policies in the past; and

WHEREAS, the Board adopted revised and amended personnel policies in September 2003 pursuant to Resolution No. 2003-27; and

WHEREAS, the Board subsequently amended those personnel policies in 2005, 2007, 2012, 2015, and 2021 and

WHEREAS, the Board desires to rescind the existing personnel policies as amended and to approve a new Employee Handbook applicable to employees of the Town to comply with updated guidance from the Town's human resources professionals.

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

Section 1. **Adoption of Employee Handbook.** The Board of Trustees hereby rescinds all prior Personnel Policies and approves and adopts the attached Town of Lyons Employee Handbook, dated July 18, 2022 (the "Employee Handbook").

Section 2. **Ratification of Observance of the Juneteenth Holiday.** The Board of Trustees approved June 19th (Juneteenth) as an observed holiday for the Town of Lyons.

Section 3. **Employment At-Will.** Unless otherwise provided in a written contract approved by the Town Board of Trustees, employment with the Town is at will. Nothing in the Employee Handbook or this Resolution is intended to modify the Town's at-will employment policy.

Section 4. **Town May Interpret, Amend, Change, or Rescind Employee Handbook.** The guidelines, procedures, and benefits outlined in the Employee Handbook do not represent a contract, nor should they be relied upon as binding, inflexible promises made by the Town, the Town Board of Trustees, or the Town Administrator. The Town reserves the right to interpret, amend, change, or rescind any and all provisions, procedures, or benefits in the Employee Handbook at any time, as well as the right to determine their meaning, purpose, and effect. The Town also reserves the right, in its sole discretion, to determine whether, and to what extent, these policies, procedures, and guidelines should be applied in any given circumstance. Any modification to these policies and procedures may be made only pursuant to formal action of the Board of Trustees as reflected in the official records of the Board of Trustees. No

employee or agent of the Town is authorized to modify these policies by agreement, practice, or any other means.

Section 5. **Severability.** If any part or provision of this Resolution is adjudged to be unenforceable or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Resolution, it being the intention of the Board of Trustees that the various provisions hereof are severable.

Section 6. **Repeal.** All acts, orders, and resolutions, or parts thereof, of the Board of Trustees that are inconsistent or in conflict with this Resolution, are hereby repealed to the extent only of such inconsistency or conflict.

Section 7. **Effective Date.** The provisions of this Resolution shall take effect immediately.

ADOPTED this 18th day of July, 2022.

TOWN OF LYONS, COLORADO

By: _____
Hollie Rogin, Mayor

ATTEST:

Dolores M. Vasquez, CMC
Town Clerk