

RESOLUTION NO. 2019-7-1

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE THREE LAKES
WATER AND SANITATION DISTRICT APPROVING ADDITION TO THE
EMPLOYEE HANDBOOK**

WHEREAS, Three Lakes Water and Sanitation District (the "District") is a quasi-municipal corporation and political subdivision duly organized and existing under the Constitution and laws of the State of Colorado; and

WHEREAS, the District has the authorization to appoint, hire and retain employees, pursuant to § 32-1-1001(1)(i), C.R.S., and currently has several employees; and

WHEREAS, the Board of Directors of the District is authorized to have the management, control and supervision of the business affairs of the District, pursuant to § 32-1-1001(1)(h), C.R.S.; and


WHEREAS, the District's employee handbook has been updated by the District Manager to include certification pay increases, and the District Manager recommends approval of the addition to the employee handbook.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THREE LAKES WATER AND SANITATION DISTRICT AS FOLLOWS:

The employee handbook presented by the District Manager which now includes provisions for certification pay increases, as stated in Exhibit A, is hereby approved, effective January 1, 2020, and shall be provided to current and future employees of the District. Nothing herein or in the employee handbook constitutes a contract or promise by the District or changes the "at-will" nature of employment.


ADOPTED this 8th day of July, 2017.

**THREE LAKES WATER AND
SANITATION DISTRICT**



Pat Farmer, President

ATTEST:



Les Shankland, Secretary

EXHIBIT A

COMPENSATION POLICIES AND WORK SCHEDULES

Regular Pay Procedures

Certification Pay Increase

Full-Time Wastewater Operator Employees will be eligible for increases to their hourly rate wage as outlined below upon increase of state certification levels. Pay increases will be applied to the next full pay period following state certification.

Wastewater Certification D – 6%

Wastewater Certification C – 8%

Wastewater Certification B – 8%

Wastewater Certification A – 10%

All Water/Collection/Distribution Certifications – 2% per certification