

**A RESOLUTION OF THE REPUBLICAN RIVER
WATER CONSERVATION DISTRICT**
(To Allow Employees a Flexible Work Location at Certain Times)

RESOLUTION NO. 21-03

R E C I T A L S

WHEREAS, the Republican River Water Conservation District ("District") was created pursuant to section 37-50-103(1), C.R.S.; and

WHEREAS, the District is managed and controlled by its Board of Directors ("Board"); and

WHEREAS, improvements in technology to allow remote working have created certain opportunities not previously available; and

WHEREAS, the Board would like to provide its employees the ability, at certain times, to continue to work full time but not be required to perform that work in the District's physical office; and

WHEREAS, the Board will provide this opportunity to its employees on a trial basis and such opportunity may be revoked by the Board in its sole discretion.

R E S O L U T I O N

NOW, THEREFORE, be it resolved by the Board of the District that it adopts the following policy:

1. The work week for all employees will continue to be 40-hours per week, from 8:00 am to 4:30 pm each day Monday through Friday and no changes to the work week specified in the Employee Manual is changed by this Resolution.

2. On each day Monday through Friday, either the General Manager or the Administrative Assistant will be available to the public at the District office from 8:00 am to 12:00 pm and by appointment from 12:00 pm to 4:30 pm.

3. The General Manager and the Administrative Assistant will coordinate their schedules to accommodate meetings outside of the District office, sick time, vacation time and other duties to assure, to the maximum extent possible, one or the other will be physically present in the District office from 8:00 am to 12:00 pm, Monday through Friday except when the District office is closed due to unsafe travel conditions due to inclement weather.

4. On each day Monday through Friday either the General Manager or the Administrative Assistant will be available by telephone and/or email from 8:00 am to 4:30 pm Monday through Friday except when in a meeting outside of the District office or on leave.

5. The adoption of this policy does not alter the Employee Manual in any manner and does not create or establish any right, privilege, or interest in the continuation of this policy.

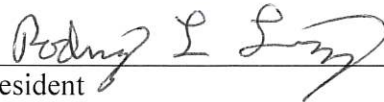
6. This policy will expire one-year from the above date unless affirmatively re-enacted by the Board. If the Board does not take affirmative action to extend the policy, it will be withdrawn without further action by the Board.

RESOLVED this ___ day of May 2021.

ATTEST:

BOARD OF DIRECTORS
REPUBLICAN RIVER WATER
CONSERVATION DISTRICT


Secretary


President