

RESOLUTION NO. 007-2021

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF CRESTONE
AMENDING RESOLUTION NO. 008-2019 ADOPTING A PERSONNEL HANDBOOK
AND ORGANIZATIONAL CHART FOR THE TOWN OF CRESTONE**

WHEREAS, the Town of Crestone adopted Ordinance No. 2013-003
(An Ordinance Adopting a Personnel Handbook and Organizational Chart for
the Town of Crestone in February 2013 which was amended by Resolution 008-2019
adding the position of Deputy Town Clerk; and

WHEREAS, Ordinance 2013-003 provided that the Personnel Handbook could
be amended by Resolution of the Town Board of Trustees; and

WHEREAS, the Organizational Chart and Personnel Handbook have now been
incorporated into the Crestone Municipal Code as Appendix 2A and 2C respectively;
and

WHEREAS, in July 2021, the Town retained a Town Administrator, which
necessitated amendments of the Organizational Chart and Personnel Handbook.

NOW, THEREFORE, be it resolved by the Board of Trustees of the Town of
Crestone, that:

1. The Town of Crestone Organizational Chart be rescinded and replaced with
Appendix 2A, attached hereto as EX. 1 and incorporated herein by reference.
2. The Town of Crestone Personnel Handbook is hereby amended by changes
in supervisory authority and other amendments in bold type to reflect the
present realities of Town administration and supervision authority as
described in the Organizational Chart, (Appendix 2A) as EX. 2 and is
likewise incorporated by reference as Appendix 2C to the Crestone
Municipal Code.

DONE and **SIGNED** this 11th day of October, 2021.


Kairina Danforth, Mayor

Attest:


Allyson Ransom, Town Clerk

