

**COLORADO CITY METROPOLITAN DISTRICT  
RESOLUTION NO. 13-2023**

**A RESOLUTION ADOPTING AN AMENDMENT TO THE DISTRICT'S PERSONNEL  
HANDBOOK REGARDING TEMPORARY EMPLOYMENT OF DISTRICT  
EMPLOYEE RELATIVES**

**WHEREAS**, Colorado City Metropolitan District ("District") is a quasi-municipal corporation and special district duly organized and existing under the Constitution and laws of the State of Colorado; and

**WHEREAS**, C.R.S. § 32-1-1001(1)(m) states that the District's Board of Directors ("Board") has the power "[t]o adopt, amend, and enforce bylaws and rules and regulations not in conflict with the constitution and laws of this state for carrying on the business, objects, and affairs of the board and of the special district."; and

**WHEREAS**, the Board of Directors wishes to adopt a Resolution amending the District's Personnel Handbook in order to allow the District to temporarily employ close relatives of District employees when approved by the District Manager, in circumstances such as where the District has either advertised a position and had no other qualified applicants or when the District has a specific short term need; and

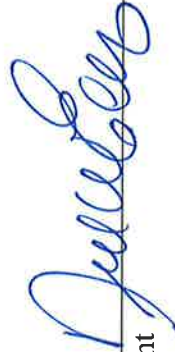
**WHEREAS**, the Board finds that it is in the best interests of the public and the District to amend its Personnel Handbook to allow for this exception to the District's nepotism policy for temporary employees.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE  
COLORADO CITY METROPOLITAN DISTRICT:**


1. The Board hereby approves amendments to Section 5.60 (Nepotism) of its Personnel Handbook as set forth in **Exhibit A**.
2. All provisions of the District's Personnel Handbook that are not amended by this Resolution remain in full force and effect. Nothing herein amends the Bylaws or the Rules and Regulations of the District.
3. The amendment takes effect immediately upon adoption of this resolution.

**PASSED AND APPROVED** this 12<sup>th</sup> day of September, 2023.

**COLORADO CITY METROPOLITAN  
DISTRICT**

  
\_\_\_\_\_  
President

ATTEST:

  
\_\_\_\_\_  
Secretary

## EXHIBIT A

The following sections of the Personnel Handbook of the District are hereby amended as follows. New language is *italicized and underlined* and deleted language is in ~~strikethrough~~ format:

### 5.60 Nepotism

The District ordinarily will not employ close relatives under circumstances where:

- (1) One would directly or indirectly exercise supervisory, appointment, or dismissal authority over the other;
- (2) One would directly or indirectly have authority over disciplinary action as to the other;
- (3) One would audit, verify, receive, or be entrusted with money received or handled by the other in the course of employment; or
- (4) One would have access to the employer's confidential information, including payroll and personnel records.

For purposes of this policy, a close relative is anyone of equal or greater relationship than a first cousin, which includes anyone descended from the employee's grandparents. In addition, a close relative includes an employee's spouse and anyone descended from that spouse's parents.

When employees of the District become related and their working relationship is prohibited by this policy, one employee will be required to transfer to another position, provided a position is available or to resign. If neither affected employee voluntarily transfers or resigns, the District shall terminate or transfer one of the employees, in its discretion.

*The District Manager may approve exceptions to this policy for temporary employees, with Board of Directors notification and with the consent of both employees, in circumstances including: A) the employment position has been advertised for at least two weeks with no other qualified applicants; or B) the close relative will be a temporary employee to help with a specific, short-term need. In the case of such waiver, the close relative may complete any reporting requirements by reporting directly to the District Manager, in lieu of his/her immediate or direct supervisor, in the discretion of the employee.*