

RESOLUTION NO. 2023-03

A RESOLUTION MODIFYING THE TOWN OF SINCLAIR'S GUIDELINES FOR EMPLOYEES BY INCREASING THE NUMBER OF HOURS ALLOWED FOR COMPENSATORY TIME OFF FOR EMPLOYEES OF THE TOWN OF SINCLAIR, WYOMING.

WHEREAS, Section 1.3 of the *Sinclair Guidelines for Employees* grants the Governing Body of the Town of Sinclair the authority to amend the guidelines by resolution; and

WHEREAS, the Governing Body of the Town of Sinclair finds that it is in the interest of the Town to increase the number of hours allowed for compensatory time off for the employees of the Town of Sinclair, as set forth herein;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Town of Sinclair, Wyoming, that the *Sinclair Guidelines for Employees* should be modified to increase the number of hours available for compensatory time off per calendar year from sixty (60) hours to one hundred and twenty (120) hours for the employees of the Town of Sinclair, with the exception of police department personnel whose hours of compensatory time off shall increase from sixty (60) hours to two hundred and forty (240) hours.

BE IT FURTHER RESOLVED by the Governing Body of the Town of Sinclair, Wyoming, that all compensatory time off accrued during any calendar year must be used or converted to actual pay before the end of the calendar year in which said hours accrued.

PASSED, APPROVED AND ADOPTED this 1 day of June, 2023.

TOWN OF SINCLAIR, WYOMING



MAYOR

ATTEST:



TOWN CLERK

CERTIFICATION

I, Rebekah Slater, the Town Clerk for the Town of Sinclair, Wyoming, do hereby certify that the above resolution was duly and properly adopted by the Governing Body in the manner required by law.



TOWN CLERK