

**RESOLUTION 09-48 TO AMEND
FRONT RANGE AIRPORT PERSONNEL MANUAL
PAYMENT OF UNUSED PORTION OF ACCRUED SICK LEAVE**

WHEREAS, the Front Range Airport Authority (the "Authority") was created pursuant to the Public Airport Authority Act, Article 3 of Title 41, Colorado Revised Statutes, in September 27, 1982, by the Board of County Commissioners of Adams County; and,

WHEREAS, the Authority has constructed and financed a general aviation airport (the "Airport") in Adams County, Colorado; and,

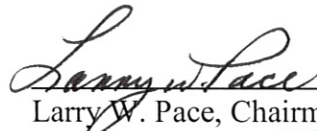
WHEREAS, the Authority and the County are authorized by the law to enter into contracts and agreements affecting the affairs of the Airport; and,

WHEREAS, the Authority recognized the Airport should be run as a business and effective February 15, 1995, the personnel manual was revised as an "Employment-at-Will" document and sick leave, vacation and holidays were reduced time, saving the Airport thousands of dollars each year.

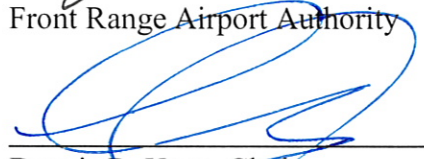
NOW THEREFORE, BE IT RESOLVED the Authority does hereby amend the Personnel Manual by adding a provision for the payment of unused portion of accrued sick leave upon separation of employment, as shown on attachment and approved as to form by General Counsel.

Adopted this 9th day of December 2009





Larry W. Pace, Chairman
Front Range Airport Authority

Attest 

Dennis R. Heap, Clerk

ATTACHMENT

PAYMENT OF UNUSED PORTION OF ACCRUED SICK LEAVE

Current:

Sick Leave

- D. A terminating employee who had an accrued sick leave balance as of January 31, 1988, will be paid for one-half the employee's unused sick leave balance as of January 31, 1988, upon termination, provided that his accrued sick leave balance still is equal to or greater than the balance in his account on January 31, 1988; up to a maximum of 45 days pay.

Amended:

Sick Leave

- D. A terminating employee hired on or after January 31, 1988 shall be compensated for one-half (1/2) of their unused sick leave, but in no event for an amount greater than a total of three hundred sixty (360) hours and based on the Airports standard vested schedule.

<u>Years of Service Completed</u>	<u>Percent Vested</u>
One	25%
Two	50%
Three	75%
Four	100%

Persons terminating employment will be compensated for one-half (1/2) of their unused sick leave based on the vesting schedule above

Example: a terminating employee who has completed two years of service s will receive 50% of one-half (1/2) of their unused sick leave, but in no event for an amount greater than a total of three hundred sixty (360) hours and based on the Airports standard vested schedule.