

Amendment to Resolution No. 1-2015

**A Resolution Adopting Revisions to
The Employee Personnel Manual
Per Section of the Town Code**

Whereas, the Employee Personnel Manual for the Town of Atlantic Beach is adopted per the Town Code; and

Whereas, the Employee Personnel Manual has been revised to update certain policies and procedures concerning retirement benefits, leaves of absence and other policies and benefits for employees and this Manual supersedes and replaces any prior conflicting policies and procedures; and

Whereas, it is the desire of the Town Council to put in place the amendments made in the Employee Personnel Manual.

Whereas, the Employee Personnel Manual has been revised to amend Wages and Hours of Work, page 7. The Town's normal working hours of business is amended from 10:00 a.m. to 3:00 p.m. to 9:00 a.m. to 5:00 p.m. and Sick Leave, page 11 for unused sick leave days may be carried from one year to the next.

NOW THEREFORE BE IT RESOLVED by the Mayor and Town Council of the Town of Atlantic Beach in Council duly assembled that revisions to the Employee Personnel Manual are hereby adopted per the Town Code as attached hereto.

BE IT FURTHER RESOLVED that these revisions are adopted as of this date.

DONE, RATIFIED AND PASSED THIS 9TH DAY OF APRIL, 2018.

ATTEST:



Town Clerk



Jake Evans, Mayor

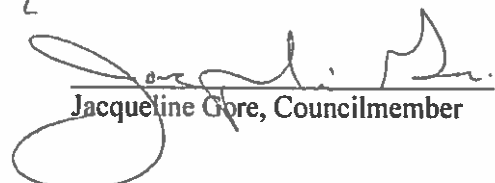
Kenneth, Mayor Pro Tem



Josephine Isom, Councilmember



Town Manager



Jacqueline Gore, Councilmember

Lenearl Evans, Councilmember