

**TOWN OF JAMESTOWN  
RESOLUTION NO. 4-12, SERIES 2018**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF JAMESTOWN PROVIDING FOR THE APPOINTMENT OF FLOOD RECOVERY MANAGER**

WHEREAS, the Town of Jamestown, Colorado (the "Town") is a statutory town, duly organized and existing under the laws of the state of Colorado; and

WHEREAS, in 2013, the Town suffered a severe flood, the recovery effort for which is expected to continue into late 2019 or 2020; and

WHEREAS, the Town Board of Trustees (the "Board") finds that the recovery effort will be best served by the establishment of an authorized volunteer position of Flood Recovery Manager, to serve as part of the Town's flood recovery team; and

WHEREAS, the Board desires by this Resolution to set forth provisions concerning the appointment, powers, duties and oversight of a Flood Recovery Manager who shall be appointed by the Board;

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF JAMESTOWN, COLORADO:**

**Section 1.**     Flood Recovery Team. The Town Board of Trustees ("Board") recognizes that the Town's flood recovery team ("Team") serves in an administrative and advisory capacity to carry out the Town's flood recovery efforts and advise the Board on flood recovery. The Team consists of the Town Finance Clerk, the Town Finance Specialist, the Town Engineer, and one citizen who shall serve as Flood Recovery Manager ("Recovery Manager").

**Section 2.**     Recovery Manager. There is hereby established the position of a Flood Recovery Manager ("Recovery Manager"), who serves at the request of Board and is subject to the control of the Board as set forth in this Resolution. The Recovery Manager shall be selected at a public meeting by the Board, shall serve for an indefinite period, and shall be subject to removal by the Board at any time with or without cause. Any selection or removal of the Recovery Manager shall be by the affirmative vote of four members of the Board. The Recovery Manager is not an officer of the Town, but an authorized volunteer serving for the benefit of the Town and as the request of and subject to the control of the Board (and, as such is a public employee C.R.S. § 24-10-103(4)). The Recovery Manager shall serve without compensation but may be paid expenses actually incurred that are approved for by the Board.

**Section 3.**     Recovery Manager – General Role. The Recovery Manager shall manage Board-approved recovery efforts and manage and coordinate the work of the Team. The Recovery Manager shall serve as the Town's primary point of contact for flood recovery issues with the County of Boulder, State of Colorado and Federal agencies that have provided grants or advanced funds to the Town for flood recovery.

I. Keep records in accordance with the requirements of each grant; and

J. Coordinate and oversee work of the Team on flood recovery efforts; provided, however, that the Recovery Manager shall have no authority or responsibility for any personnel matters concerning Town employees. Further, the Recovery Manager shall have no authority to amend or terminate any consulting contracts for independent contractors serving on the Team. Rather, any determinations to amend or terminate any such consulting contracts shall be made by the Board.

**Section 6.** **Reporting.** The Recovery Manager, in cooperation with the Team, shall provide periodic activity and financial reports to Board, summarizing flood recovery activities since the last reporting period. Such reports shall be provided monthly unless less frequent report periods are authorized by the Board at a meeting. In addition to such reporting, the Recovery Manager is responsible for immediately advising the Board of any activities, issues or contract disputes that might result in the need for legal counsel or a claim of liability against the Town.

**Section 7.** **Sunset Provision.** Unless sooner eliminated by resolution, the Board intends that the position of Recovery Manager shall continue until the date on which all grant reimbursements have been paid or otherwise resolved and all financial matters with the state and county regarding flood recovery, have been resolved.

**Section 8.** **Ratification.** All actions heretofore taken by the Mayor, Trustees, Town Clerk, officers and employees of the Town and otherwise take by the Town directed toward flood relief, recovery and rebuilding and the objects and purposes of this Resolution are hereby ratified, approved and confirmed.

INTRODUCED, READ AND ADOPTED THIS 2ND DAY OF APRIL, 2018.

  
\_\_\_\_\_  
Tara Schoedinger, Mayor

Attest:

  
\_\_\_\_\_  
Kristi Rutledge, Town Clerk