

**Resolution No. 136-98
June 4, 1998**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
ESTABLISHING A POLICY FOR PERFORMANCE AND INCENTIVE PAY**

WHEREAS, there currently exists no District policy to allow for the payment of incentive awards nor for performance pay, and;

WHEREAS, incentive pay and performance pay can serve as a significant management tool to stimulate and motivate performance, and to reward outstanding performance by District employees, and;

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors directs the District General Manager to budget for performance/incentive pay in the annual personnel budget to allow for the payment of performance and incentive pay to deserving District employees, and

BE IT FURTHER RESOLVED, that the District General Manager is directed to utilize budgeted performance/incentive funds judiciously, to recognize employee performance which clearly exceeds the performance levels and scope of duties of an individual employee's job description, or to honor and celebrate group achievements. It is directed that any individual performance/incentive award will be limited to five percent, or less, of an employee's base pay in any given year. The award of individual performance/incentive pay is expected to be an exceptional event and in no way should employees harbor an expectation that such pay will be given each year, nor given repetitively. The General Manager, as the Personnel Officer and senior performance evaluator, is the final authority to determine if performance/incentive pay is to be awarded, and if so, how much and to whom within the budgeted personnel funds. Individual awards may include memorabilia, training programs, and gift certificates and tokens of nominal value.

PASSED AND ADOPTED by the Board of Directors of the Vandenberg Village Community Services District this 4th day of June, 1998 upon motion by Director Ellis, seconded by Director Buttler, and as approved by the following vote:

AYES: Directors Buttler, Ellis, Flaherty, Small and White
NOES: None
ABSENT: None

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Bob Flaherty, President
Board of Directors

ATTEST:

Reina Karr
Secretary to the Board of Directors

SECRETARY'S CERTIFICATE

I, Reina Karr, Secretary of the Board of Directors of the Vandenberg Village Community Services District, hereby certify that the foregoing is a true and correct copy of Resolution No. 136-98 passed and adopted by the Board of Directors of the Vandenberg Village Community Services District at its Regular Meeting held on the 4th day of June 1998.

Reina Karr
Secretary to the Board of Directors