

ROUND MOUNTAIN WATER AND SANITATION DISTRICT
RESOLUTION NUMBER 2016-19

RESOLUTION CHANGING THE EMPLOYEE VACATION POLICY

WHEREAS, it has been recommended to the Board of Directors that its current vacation policy lacks clarity on how it is to be administered, and;

WHEREAS, the Board of Directors believes that the existing policy is detrimental to attracting and retaining qualified individuals.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ROUND MOUNTAIN WATER AND SANITATION DISTRICT, COLORADO:

That Section 4.10 of the District's Personnel Policy is hereby deleted in its entirety and replaced with the following:

4.10 Vacation

Full-time, regular employees accrue vacation leave as follows:

From date of hire until their 5th anniversary date 6.67 hours per month of continued service. Beginning on the 5th anniversary date 10 hours per month of continued service.

The monthly accrual of vacation leave shall only be credited to the employees account at the end of the first pay period of each month.


Employees may accrue vacation from one year to the next. In no event, shall an employee be permitted to accrue more than 4 weeks total vacation/sick time. Vacation shall not be used in advance of its accrual. All use of vacation time must be approved by each employee's immediate supervisor.

Absent written agreement to the contrary, signed by the District Manager, employees will not be paid for accrued but unused vacation, provided that employees who terminate their employment with accrued but unused vacation shall be paid at their current regular rate for such vacation time.

ADOPTED, this 1st day of December, A.D. 2016.


Peggy Quint, Chair

ATTEST:


Randall Wilhelm, Treasurer

