



POLICY AND PROCEDURE

IDYLLWILD WATER DISTRICT

APPROVAL DATE 3/20/2019	MANUAL	POLICY NO. 2019.001
APPROVED BY: Board of Directors	POLICY TITLE EMPLOYEE STIPEND FOR RESIDING WITHIN 6 MILES OF THE DISTRICT	EFFECTIVE DATE 4/1/2019
		Page 1 of 1

Purpose:

To attract employees to live in Idyllwild area to increase the efficiency and effectiveness of the district, as well as to reduce any turn-over.

Policy:

- Stipend applies for all administrative and field work staff who reside in Idyllwild or reside within 6 miles from Idyllwild Water District Office at 24945 Highway 243 , Idyllwild ,CA 92549
- Stipend needs to be approved by the General Manager of Idyllwild Water District
- Stipend will not apply for the General Manager or Temporary workers.
- Stipend will be \$350 per month for full time employee and \$262.50 for part time employee, paid bi-weekly
- Stipend will be a separate item on the paycheck under name "Housing Allowance".
- Stipend will not be eligible for Pension contribution or Medical Contribution.
- The Board has the right to cancel this policy for any reason.
- The stipend will be eligible for any tax deduction.
- The stipend will apply after the worker has passed the probation period of 6 months or one year, upon General Manager's discretion
- The stipend will cease after separation of the employee from Idyllwild Water District, whether by resignation or termination
- If the admin or the field worker moves away from the 6 mile requirement, the stipend will stop right away
- The employee will be responsible to show proof of the residency