

RESOLUTION 2022-04
After Hours Pay
Wednesday, April 13, 2022

WHEREAS, the Spring Lake Improvement District (hereinafter "District") was created by the Florida Legislature and codified in Chapter 1971-669, Laws of Florida, as amended by Chapter 2005-342, Laws of Florida, as amended by Chapter 2012-264, Laws of Florida and.

WHEREAS, Chapter 298 of the Florida Statutes authorizes the Board of Supervisors, hereinafter referred to as the "Board", of the Spring Lake Improvement District, hereinafter referred to as "District", to prescribe, and establish policies and procedures for the district and.

WHEREAS the District Personnel policies are reviewed periodically and.

WHEREAS Section 11.12.008, After Hours Pay needs to be added and.

11:12:08 After Hours Pay

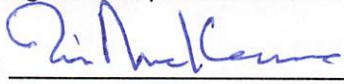
Employees who participate in the Utility On-Call and Mosquito Spraying program are paid a flat rate as follows: Utility On-Call is \$250.00 per week and Mosquito Spraying is \$100 per spraying.

WHEREAS, the Board having reviewed such changes it is upon consideration:

**RESOLVED BY THE BOARD OF SUPERVISORS OF THE SPRING LAKE
IMPROVEMENT DISTRICT, HIGHLANDS COUNTY, FLORIDA TO ADD SECTION
11:12:08 AFTER HOURS PAY IN THE EMPLOYEE HANDBOOK**

This revision will become effective this 13th day of April 2022.

Spring Lake Improvement District

By: 
Tim McKenna, Chairman

Attest:

By: 
Kay Gorham, Secretary

Hours of Work 11.12

11.12.01 The District shall develop and annually review all general compensation areas.

11.12.02 Hours of Work

The District Office normal work hours are 8 a.m. to 4:30 p.m. Utility and Field staff normal work hours are 7:00 a.m. to 3:30 p.m. Half hour lunch is included for all staff. Adjustments can be requested and approved by the District Manager.

11.12.03 Breaks

The District recognizes that rest periods of short duration are needed when operating heavy equipment such as the Motrim and Backhoe, and when the use of weed eaters and trimmers are used over long periods of time.

11.12.04 Overtime

Nonexempt employees may not work overtime without the express prior approval of the District Manager.

11.12.05 Paydays

The workweek begins at 12:01 am Monday and ends at 12 midnight the following Sunday. Employees are paid weekly thru direct deposit, unless otherwise authorized by the District Manager. If a payday falls on a holiday, paychecks will be distributed on the preceding workday.

11.12.06 ERRORS IN PAY

The District takes every precaution to avoid errors in employee paychecks; if an error occurs the employee shall notify their supervisor. If an error is found, the employee shall receive an adjustment on the next regular payday.

11.12.07 COMP TIME

The District Manager shall give prior approval for any comp time to be earned. Comp time must be used by the end of each calendar year. A maximum of 5 days per each calendar year may be approved.

11.12.08 AFTER HOURS PAY

Employees who participate in the Utility On-Call and Mosquito Spraying program are paid a flat rate as follows: Utility On-Call is \$250 per week and Mosquito Spraying is \$100 per spraying.