

RESOLUTION NO. R-2016-11

**A RESOLUTION AUTHORIZING AND APPROVING PAYMENT OF YEAR END
BONUSES TO QUALIFIED EMPLOYEES**

WHEREAS, the City of Ward, Arkansas desires to recognize the dedication and commitment of City employees by discretionary year end bonuses, pursuant to the guidelines established in the attachment hereto;

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Ward, Arkansas:

Section 1. The Year End Bonus Guidelines, in substantially the form attached to this Resolution, is hereby approved.

Section 2. Year End Bonuses in accordance with these approved Guidelines are hereby approved and the Mayor of the City of Ward, Arkansas, is authorized to take such actions as may be appropriate to carry out the terms of this Resolution.

Section 3. Any Year End Bonuses may be included and reflected in the Annual Budget for the City of Ward, Arkansas, as presented by the Mayor and approved by the City Council.

**ADOPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF
WARD, ARKANSAS, THIS 14th DAY OF November, 2016.**

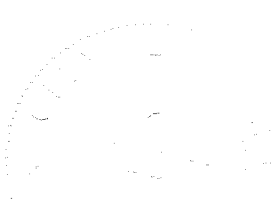


Mayor Art Brooke

ATTEST:



John Barclay, City Clerk



YEAR END BONUS GUIDELINES

An Employee is deemed "Qualified" upon the successful completion of # of continuous months/year(s) as an employee for the City of Ward, Arkansas.

Qualified Employees shall receive only ONE bonus, regardless of the number of positions potentially held by said individual. For example, a water/wastewater employee who is also a volunteer firefighter will receive only the bonus associated with one (1) position, not two (2) bonuses for the two (2) positions held.

Elected officials are not "Qualified Employees" and are NOT eligible for a Year End Bonus.

YEAR END BONUS:

Bonuses will be paid the third (3rd) Wednesday of November of each year.

Bonuses will only be paid to active employees as of the third (3rd) Wednesday of November of each year.

All bonuses will be reported to the IRS and taxes withheld.

FULL TIME EMPLOYEES:

Qualified Employees with two (2) years or less service, will receive a year end bonus of \$100.00.

After two (2) years of employment with the City of Ward, full time Qualified Employees will be paid an additional \$50.00 per year for each year of service with the City of Ward. The maximum year end bonus that a full time Qualified Employee can receive is \$1,000.00.

PART TIME EMPLOYEES:

Qualified Employees with two (2) years or less service, will receive a year end bonus of \$100.00.

After two (2) years of employment with the City of Ward, part time Qualified Employees will be paid an additional \$50.00 per year for each year of service with the City of Ward. The maximum year end bonus that a part time Qualified Employee can receive is \$500.00.

FOR VOLUNTEER FIREFIGHTERS, PLANNING COMMISSION MEMBERS AND AUXILIARY POLICE OFFICERS:

A bonus in the amount of \$75.00 with no additional amount for years of Volunteer service will be paid to volunteer firefighters, planning commission members and auxiliary police officers who are deemed active as of the third (3rd) Wednesday of November of each year.