

RESOLUTION 25/26-07

A RESOLUTION OF THE BOARD OF DIRECTORS OF BEAR VALLEY COMMUNITY SERVICES DISTRICT APPROVING THE BEAR VALLEY POLICE DEPARTMENT POLICE OFFICER/SERGEANT SIGN-ON BONUS POLICY AND INCENTIVE

The Board of Directors of the Bear Valley Community Services District resolves as follows:

Section 1. Findings. The Board finds as follows:

- A. The Bear Valley Police Department recognizes the importance of attracting and retaining highly qualified personnel to enhance public safety and serve the community effectively.
- B. District staff has developed a policy to establish guidelines for the administration, distribution, and conditions for the sign-on bonus for newly hired employees.
- C. The Bear Valley Police Officers Association was noticed and approves the policy as presented
- D. This policy will be reviewed annually and updated as necessary to ensure alignment with organization goals and employment laws.
- E. Any exceptions to this policy must be approved by the General Manager.

Section 2. Adoption of Policy.

Based on the above findings the Board adopts the Bear Valley Police Department Police Officer/Sergeant sign-on bonus policy and incentive set forth in the attached Exhibit A.

Section 3. Effective Date.

This Resolution is effective upon adoption.

NOW, THEREFORE, BE IT RESOLVED THE BOARD OF DIRECTORS OF THE BEAR VALLEY COMMUNITY SERVICES DISTRICT does approve the Bear Valley Police Department Police Officer/Sergeant Sign-on Bonus Policy and Incentive.

PASSED, APPROVED AND ADOPTED on September 11, 2025 by the following vote:

AYES:	Lewis, Tabor, Hernandez, Paparella
NOES:	Frevert
ABSENT:	None
ABSTAIN:	None



Geva Frevert, President
Bear Valley Community Services District

ATTEST:

I hereby certify that the above Resolution No. 25/26-07 was duly introduced, read, and adopted by the District at a regularly noticed meeting held on September 11, 2025.



Denise Jelleschitz,
Secretary of the Board of Directors





BEAR VALLEY COMMUNITY SERVICES DISTRICT

ATTACHMENT L

Bear Valley Police Department Police Officer/Sergeant Sign-On Bonus Policy & Incentive

1. Introduction

The Bear Valley Police Department (BVPD) recognizes the importance of attracting and retaining highly qualified personnel to enhance public safety and serve the community effectively. To remain competitive in law enforcement recruitment, BVPD has implemented a Sign-on Bonus program designed to incentivize new hires for eligible positions. This program aims to support recruitment efforts, improve retention, and ensure that the department maintains a strong and dedicated workforce.

2. Purpose

The purpose of this policy is to establish guidelines for the administration, distribution, and conditions of the Sign-on Bonus for newly hired employees. This policy ensures transparency, consistency, and compliance with organizational and legal standards.

3. Eligibility Criteria

To qualify for a Sign-on Bonus a new employee must:

- Be Hired on or after the effective date that this policy is approved by the Board of Directors.
- Successfully complete all pre-employment requirements, including background checks, drug screening and medical clearances, and any related required certifications
- Newly hired by the BVPD as a full-time or part-time Police Officer/Sergeant.
- Sign a written agreement outlining the terms and conditions of the bonus.
- Successfully pass the probationary period and remain employed for a period of one-year.

4. Hiring Incentive and Distribution Timeline

Police Officers/Sergeants will receive a non-pensionable sign-on bonus of \$5,000 or \$10,000 depending on full or part time status, as outlined below

- The hiring incentive will be paid in two installments.
- The first payment of \$5,000 to be paid within the first 30 days of full-time employment. Part-time employees will receive \$2,500 within the first 30 days of part-time employment.

- The second installment of \$5,000 will be paid to full-time employees after the officer's successful completion of the probationary period (one-year). Part-time employees will receive the second installment of \$2,500 after successful completion of 900 hours in a 12 month period.

5. Repayment Clause

If the Employee voluntarily resigns or is terminated for cause before fulfilling the agreed-upon tenure (one-year) the Employee shall repay a prorated amount of the Sign-on Bonus. The Employee's failure to remain employed by the District for 1 year will trigger the Employee's duty to repay, pro-rata, the amount paid by the District pursuant to paragraph 4 above. For example, if the Employee leaves one month prior to the end date, he/she will repay 1/12 of such amount. To facilitate this repayment, the Employee, expressly gives BVCSD a lien on all his/her salary, wages, and other sums payable to him/her by BVCSD. In addition, the Employee hereby authorizes the District to withhold all amounts so due from any sum payable to the Employee by the District. The Employee also agrees that any tax consequences borne because of the repayment of the Sign-on Bonus or any portion thereof will be the sole and exclusive responsibility of the Employee.

If the Employee fails to remain employed by the District for one year for reasons beyond his/her control (e.g. injury, illness or death), other than just cause termination, the District may in its sole discretion waive all or part of the liability owed by the Employee. Any such waiver must be approved in writing by the General Manager.

6. Taxation and Deductions

The sign-on bonus is subject to applicable federal, state, and local taxes. The bonus will be processed through the district's payroll system and included in the employee's taxable income. The bonus is subject to any CalPERS rules and regulations.

7. Exceptions & Special Circumstances

Any exceptions to this policy must be approved by the General Manager.

8. Policy Review & Amendments

This policy will be reviewed annually and updated as necessary to ensure alignment with organizational goals and employment laws. The district reserves the right to cease the Sign-on Bonus program for any reason.