

Issue Analysis Form



Date: January 26, 2021
Authority to Advertise a Public Hearing for \$500 Bonus for eligible full-time County employees and a \$250 bonus for eligible part-time regular and part-time salaried County employees

Item:

Lead Department(s): Finance & County Attorney

Contact Person(s): Betsy Drewry & Dan Whitten

Description and Current Status

At its January 7, 2021 pre-budget work session, the Board received information on providing a one-time bonus to County employees. The bonus amounts and eligibility requirements proposed are:

- \$500 for full-time active County employees, actively employed as of **January 1, 2021***
- \$250 for active part-time regular and active part-time salaried County employees, actively employed as of **January 1, 2021***

*seeking Board input / discussion

The recommended funding source for this bonus is savings generated from the recent bond refunding (over \$300,000 for FY2021), and will not create added cost to County taxpayers.

The Board of Supervisors approved a school division appropriation of federal Department of Defense Funds on January 12. The school division will use this appropriation to provide a \$500 one-time bonus to contracted school employees.

A draft advertisement is provided as **Attachment A**.
Cost estimate information is provided as **Attachment B**.
A draft County ordinance is provided as **Attachment C**.

Board action requested:

Pursuant to Section 15.2-1508 of the Code of Virginia, a motion approving authority to advertise the bonus for a public hearing on February 9, 2021, is requested.

A draft resolution is enclosed for consideration and possible approval.

Sample Motion: I move that the Board approve advertisement of a February 9, 2021 public hearing to provide a one-time \$500 bonus for full-time County employees actively employed on January 1, 2021 and a one-time bonus for part-time regular and part-time salaried employees actively employed on January 1, 2021.

Government Path

- | | | |
|--|---|--|
| Does this require IDA action? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does this require BZA action? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does This require Planning Commission Action? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does this require Board of Supervisors action? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does this require a public hearing? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| If so, before what date? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Fiscal Impact Statement

There is no overall increase in the adopted FY2021 budget to provide this one-time bonus to County employees as requested. The recommended funding source is savings from the recent bond refunding (**savings over \$300,000 for FY2021**), and will not result in added cost to County taxpayers. The estimated cost to provide this one-time bonus is **\$147,480.50**. It is recommended that a transfer from the General Fund be made to non-general funds to cover the cost.

If approved, entry will be: reduce General Fund transfer to Debt Service fund; increase budgets in various departments to cover cost of bonus.

County Impact

Notes

Board of Supervisors
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia this 26th day of January, 2021:

Present:

Floyd M. Brown, Jr., Chairman
Marlene J. Waymack, Vice-Chair
Alan R. Carmichael
Donald Hunter
T. J. Webb

Vote:

A-6

On motion of _____, seconded by _____, which carried unanimously, the following Resolution was adopted:

**RESOLUTION; AUTHORITY TO ADVERTISE A PUBLIC HEARING
FOR A ONE-TIME BONUS FOR COUNTY EMPLOYEES**

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 26th day of January, 2021, does hereby authorize the advertisement of a public hearing to provide a one-time County employee bonus to eligible employees. The source of funding for this one-time bonus is over \$300,000 in FY2021 savings from a recent bond refunding, and will not result in an added cost to County taxpayers. Eligible employees are defined as:

- Active full-time employees, employed on or before January 1, 2021 – one-time bonus amount of \$500
- Active part-time regular and part-time salaried employees, employed on or before January 1, 2021 – one-time bonus amount \$250

A Copy Teste:

Percy C. Ashcraft
County Administrator

NOTICE OF PUBLIC HEARING
COUNTY OF PRINCE GEORGE

Notice is hereby given to all interested persons that the Prince George Board of Supervisors will hold a public hearing on February 9, 2021 beginning at 7:30 p.m. in the Board of Supervisors Meeting Room, Third Floor of the County Administration Building, 6602 Courts Drive, Prince George, Virginia, (located at the intersection of Laurel Springs Road and Courts Drive in the County Government Complex) pursuant to § 15.2-1427, Code of Virginia (1950), as amended, to consider:

An ordinance approving a one-time \$500 bonus for eligible active full-time County employees and \$250 for eligible active part-time regular and part-time salaried County employees pursuant to Section 15.2-1508 of the Code of Virginia. The funding source for this bonus shall be fiscal year 2021 savings from a recent County bond refunding, and will result in no additional cost to County taxpayers.

A copy of the Ordinance is available for review in the County Administrator's Office (Tel. 722-8600), Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia, Monday through Friday from 8:30 a.m. until 5:00 p.m. All interested persons shall be given an opportunity to be heard.

Percy C. Ashcraft,
County Administrator

ATTACHMENT B

PRINCE GEORGE COUNTY BONUS COSTS

1.06.2021

BASED ON ACTIVE POSITIONS ON 1/06/2021 [FINANCIAL SYSTEM]

FUND DESCR	FUND	FTE	PTR / PTS	\$100 BONUS		\$50 BONUS PTR/PTS		\$500 BONUS		\$250 BONUS PTR/PTS	
				\$100.00	with FICA	\$	with FICA	\$500.00	with FICA	\$250.00	with FICA
GENERAL	FUND 0100	232.00	8.00	23,200.00	24,974.80	400.00	430.60	116,000.00	124,874.00	2,000.00	2,153.00
ECON DEV	FUND 0215	2.00	-	200.00	215.30	-	-	1,000.00	1,076.50	-	-
COMMUNITY COR	FUND 0217	9.00	-	900.00	968.85	-	-	4,500.00	4,844.25	-	-
UTILITIES	FUND 0600	13.00	-	1,300.00	1,399.45	-	-	6,500.00	6,997.25	-	-
TOTAL	TOTAL	256.00	8.00	25,600.00	27,558.40	400.00	430.60	128,000.00	137,792.00	2,000.00	2,153.00
GENERAL FUND				\$100 FT / \$50 PT	25,405.40	\$500 FT / \$250 PT					127,027.00

BASED ON FUNDED, BUDGETED POSITIONS

FUND DESCR	FUND	FTE	PTR / PTS	\$100 BONUS		\$50 BONUS PTR/PTS		\$500 BONUS		\$250 BONUS PTR/PTS	
				\$100.00	with FICA	\$	with FICA	\$500.00	with FICA	\$250.00	with FICA
GENERAL	FUND 0100	240.00	8.00	24,000.00	25,836.00	400.00	430.60	120,000.00	129,180.00	2,000.00	2,153.00
ECON DEV	FUND 0215	3.00	-	300.00	322.95	-	-	1,500.00	1,614.75	-	-
COMMUNITY COR	FUND 0217	12.00	-	1,200.00	1,291.80	-	-	6,000.00	6,459.00	-	-
UTILITIES	FUND 0600	15.00	-	1,500.00	1,614.75	-	-	7,500.00	8,073.75	-	-
TOTAL	TOTAL	270.00	8.00	27,000.00	29,065.50	400.00	430.60	135,000.00	145,327.50	2,000.00	2,153.00
GENERAL FUND				\$100 FT / \$50 PT	26,266.60	\$500 FT / \$250 PT					131,333.00

TOTAL COST OF \$500 BONUS FOR ACTIVE FULL-TIME EMPLOYEES + \$250 BONUS FOR PART-TIME REGULAR & SALARIED EMPLOYEES

147,480.50

Board of Supervisors
County of Prince George, Virginia

Ordinance

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia this 9th day of February, 2021:

Present:

Vote:

Floyd M. Brown, Jr.
Marlene J. Waymack
Alan R. Carmichael, Jr.
Donald R. Hunter
T. J. Webb

ORDINANCE TO PROVIDE FOR A ONE-TIME \$500 BONUS TO ELIGIBLE ACTIVE FULL-TIME COUNTY EMPLOYEES AND \$250 FOR ELIGIBLE ACTIVE PART-TIME REGULAR AND SALARIED EMPLOYEES IN ACCORDANCE WITH § 15.2-1508 OF THE CODE OF VIRGINIA

BE IT ORDAINED by the Board of Supervisors of Prince George County:

- (1) That a one-time \$500 bonus for active full-time County employees, employed as of **January 1, 2021**; and a one-time \$250 bonus for active part-time regular and part-time salaries employees, employed as of **January 1, 2021** is approved pursuant to §15.2-1508 of the Code of Virginia (1950), as amended.
- (2) That eligible County employees include active full-time employees, employed as of **January 1, 2021** and active part-time regular and part-time salaried employees, employed as of **January 1, 2021**.
- (3) The cost of this one-time bonus is estimated at \$147,500, and the funding source for this one-time bonus shall be savings from the County's recent bond refunding which exceed \$300,000 for FY2021. Providing the one-time bonus as outlined will result in no additional cost to County taxpayers.
- (4) That this ordinance shall be effective immediately upon adoption.

Adopted on February 9, 2021 and becoming effective immediately.