

Issue Analysis Form



Date: October 12, 2021
Public Hearing - State
Funded \$3,000 Bonus for
Sheriff and his Deputies
Item: County Attorney; Sheriff;
County Attorney; Sheriff;
Lead Department(s): Finance
Dan Whitten, Bucky Allin &
Contact Person(s): Betsy Drewry

Description and Current Status

Following the 2021 Special Session II, the following Budget Amendment was included:

Language and funding is provided in the current year (FY22) for a one-time \$3,000 bonus payment for Compensation Board funded sworn positions in sheriffs' offices and regional jails, including sheriffs, sheriffs' deputies, regional jail superintendents and corrections officers in regional jails;

- Legislative intent provides that this is a one-time bonus to be paid no later than November 30, 2021 to these employees and does not represent base salary funding, and consequently is in addition to and does not supplant local salary supplement funds.
- The \$3,000 bonus cost and related 7.65% FICA contribution cost is applicable to positions filled and funded as of the date of implementation of the bonus and is reimbursable by the Compensation Board at 100% for such filled and funded positions.

Sheriff Allin requested the ability to pay a bonus to his unfunded deputy and his part-time deputies and office manager which will not be reimbursed by the State. He requested to pay a bonus of \$3,000 for his unfunded full-time deputy, and a \$1,500 bonus for his part-time deputies (2) and office manager paid on the same date of the state-funded bonus. The total local cost for the bonuses for unfunded positions is \$8,073.75 with FICA (\$6,459.00 and \$1,614.75 for non-sworn). His recommended funding source is a budget transfer from the Security Improvement line within the Sheriff's budget for the sworn positions in the amount of \$6,459.00; and a budget transfer from Selective Enforcement wages to provide a \$1,500 bonus to his non-sworn Office Manager position at \$1,614.75 (with FICA). These funds are currently appropriated to the Sheriff's FY2022 budget.

The Prince George County Board of Supervisors granted authority to advertise a public hearing at its September 14 meeting. The public hearing notice was appropriately advertised pursuant to Section 15.2-1508 of the Code of Virginia.

Board action requested following the Public Hearing (2 Separate Actions):

1. Authorize Ordinance approving one-time bonus for Sheriff Office staff (Comp Board Funded and Locally Funded from Sheriff's budget)
2. Approve Resolution amending FY2022 Budget [added Compensation Board revenues and increased expenditures; with budget transfers requested by Sheriff]

Sample Motions:

I move that the Board approve the Ordinance authorizing a one-time State funded \$3,000 bonus for the Sheriff and his Compensation Board funded, full-time Deputies and a one-time bonus for one unfunded full-time Deputy in the amount of \$3,000 and two unfunded part-time Deputies and an office manager in the amount of \$1,500 each which will be paid from funds currently appropriated in the Sheriff's FY2022 budget and transferred to compensation line items for such purpose.

I move that the Board approve the resolution amending the FY2022 budget that adds increases in wages and FICA as well as Compensation Board revenues and allows transfers within the Sheriff's budget to accommodate one-time bonuses for one unfunded full-time deputy in the amount of \$3,000 and for two unfunded part-time Deputies and an Office Manager in the amount of \$1,500 each.

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

This is a State funded bonus for Compensation Board sworn funded positions. Payment of a bonus to unfunded deputy positions requires a budget transfer from the Security Improvement line within the Sheriff's budget. To fund the bonus for the Office Manager the Sheriff requested a transfer from the Selective Enforcement Wage line. No increase in funding is being requested to cover the cost of bonuses not reimbursed by the Compensation Board.

County Impact

Notes

STATE FUNDED SHERIFF BONUS

PUBLIC HEARING -- AUTHORIZATION TO PROVIDE BONUS AND BUDGET
AMENDMENT \$29,065.50

OCTOBER 12, 2021

STATE FUNDED BONUS FOR SWORN SHERIFF EMPLOYEES

- The Virginia General Assembly as part of a 2021 Special Session II Budget Amendment provided funding to furnish a \$3,000 one-time bonus to:
 - Full-Time, sworn personnel of the Sheriff who are:
 - Compensation Board funded
 - Actively employed as of date if bonus implementation
- 100% reimbursable by the Compensation Board, including FICA taxes, once paid (must be paid by November 30, 2021)

BONUS FOR NON-COMP BOARD FUNDED EMPLOYEES

- The Sheriff requested permission to transfer funds within his adopted FY2022 budget to accommodate bonuses for staff who are not covered with Compensation Board funding
 - \$3,000 bonus for unfunded sworn full-time Deputy
 - \$1,500 bonus for
 - 2 part-time sworn Deputies
 - 1 full-time Office Manager
- No increased funding is requested, rather transfers within the Sheriff's adopted FY2022 budget

PUBLIC HEARING ON BONUS

- **§15.2-1508** of the *Code of Virginia* requires a public hearing to be conducted and adoption of an ordinance prior to providing an unbudgeted employee bonus
- Board of Supervisors authorized advertisement of a public hearing on September 14
- Advertised September 30 & October 7 (Progress Index)

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 October 12, 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 State funded \$3,000 bonus for the Sheriff and his Compensation Board funded Deputies and a one-time County funded \$3,000 bonus for an unfunded full-time Deputy, and a one-time County funded \$1,500 bonus for both unfunded part-time Deputies and an officer manager pursuant to Section 15.2-1508 of the Code of Virginia.

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.

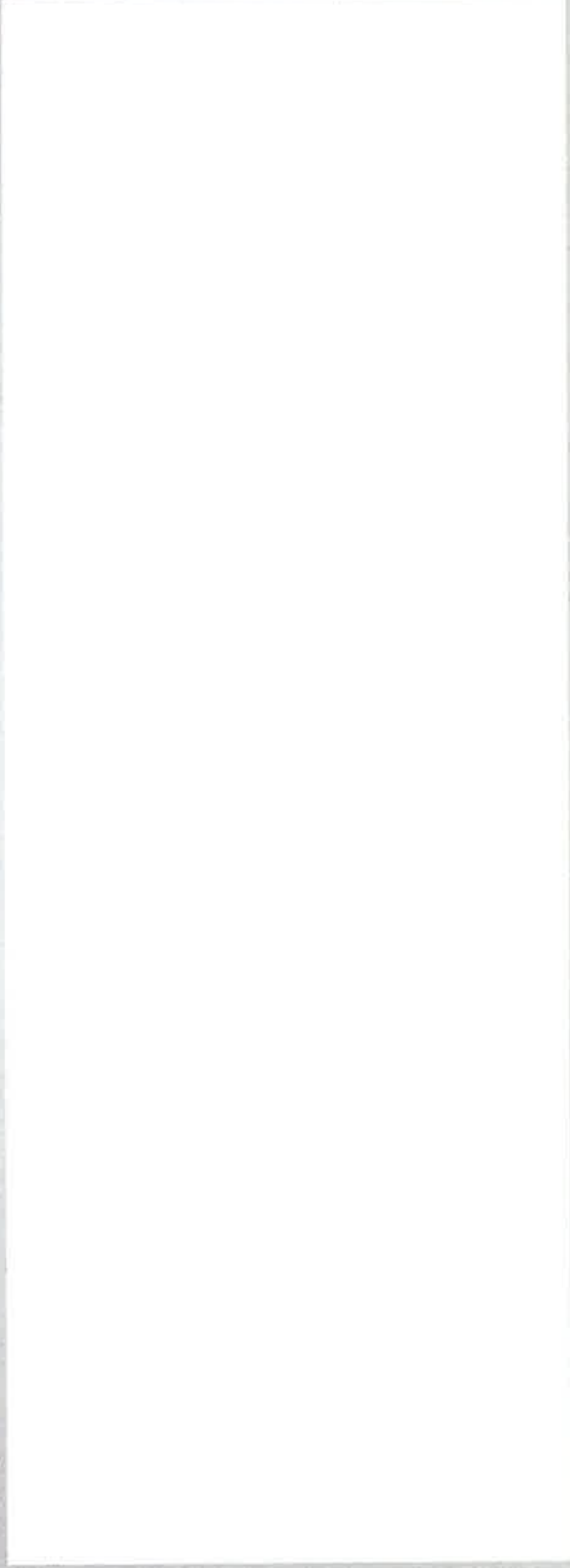
Percy C. Ashcraft
County Administrator

OCTOBER 12 BOARD ACTIONS REQUESTED FOLLOWING PUBLIC HEARING

- Adopt ordinance in accordance with §15.2-1508 of the Code of Virginia authorizing staff to provide a one-time \$3,000 state funded bonus to eligible funded sworn Sheriff positions and to non-funded positions as requested by the Sheriff (\$3,000 for full-time unfunded Deputy; and \$1,500 each for 2 part-time Deputies and 1 Office Manager)
- Approve resolution that amends FY2022 budget to reflect \$29,065.50 in Compensation Board revenues and bonus expenditures; and transfers within the Sheriff's budget to accommodate bonus payments not reimbursed by the Compensation Board [\$7,959.00]

Two separate motions required

QUESTIONS?



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 12th day of October 2021:

Present:

Vote:

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

ORDINANCE TO PROVIDE FOR A ONE-TIME STATE FUNDED \$3,000 BONUS FOR SHERIFF AND DEPUTIES; A COUNTY FUNDED \$3,000 BONUS FOR AN UNFUNDED FULL-TIME DEPUTY; AND A COUNTY FUNDED \$1,500 BONUS FOR BOTH UNFUNDED PART-TIME DEPUTIES AND AN OFFICE MANAGER 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 State funded \$3,000 bonus for the Sheriff and his Compensation Board Funded Deputies shall be paid no later than November 30, 2021 and is approved pursuant to §15.2-1508 of the Code of Virginia (1950), as amended.
- (2) That eligible employees of the Sheriff’s department for the one-time State funded bonus include full-time sworn Compensation Board funded positions of the Sheriff, who are actively employed and funded as of the date of implementation of the bonus.
- (3) That a one-time County funded \$3,000 bonus for an unfunded full-time Deputy, and a one-time County funded \$1,500 bonus for two unfunded part-time Deputies and an officer manager shall be paid not later than November 30, 2021, and is approved pursuant to §15.2-1508 of the Code of Virginia (1950), as amended.
- (4) That this ordinance shall be effective immediately upon adoption.

Adopted on October 12, 2021 and becoming effective immediately.

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 12th day of October, 2021:

Present:

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

Vote:

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

RESOLUTION; APPROVAL OF BUDGET AMENDMENT & APPROPRIATION OF FUNDS FOR STATE FUNDED \$3,000 BONUS FOR FUNDED SHERIFF AND ELIGIBLE DEPUTIES AND BUDGET TRANSFERS FOR A \$3,000 BONUS FOR ONE FULL-TIME UNFUNDED DEPUTY, A \$1,500 BONUS EACH FOR TWO PART-TIME DEPUTIES AND FOR ONE FULL-TIME OFFICE MANAGER

WHEREAS, the Virginia General Assembly, as part of a 2021 Special Session II Budget Amendment approved funding to provide full-time sworn Compensation Board funded positions of the Sheriff, who occupy a sworn funded position on the date of implementation of the bonus, a one-time \$3,000 bonus which must be implemented no later than November 30, 2021, and The Board of Supervisors of the County of Prince George has adopted an ordinance authorizing payment of this bonus; and

WHEREAS, the Compensation Board will provide 100% reimbursement including Social Security and Medicare Tax costs following the payment of this bonus by Prince George County; and

WHEREAS, the Sheriff requested to transfer funds within his own adopted FY2022 budget to provide one-time bonuses to some positions not funded by the Compensation Board as follows: a \$3,000 bonus for one unfunded full-time Deputy; a \$1,500 bonus for two part-time Deputies; and a \$1,500 bonus for one Office Manager.

NOW, THEREFORE, BE IT RESOLVED, That the Board of Supervisors of the County of Prince George this 12th day of October, 2021, does hereby authorize the following increase of funds and transfers within the 2021-2022 Budget, such line items

increased as follows, which monies shall be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
GENERAL FUND		
<u>Revenue:</u>		
0100-20-601-8201-323201	General Fund; Shared Expense Sheriff*	\$29,065.50
 <u>Expenditure:</u>		
0100-02-010-0203-41100	Sheriff Salaries	\$27,000.00
0100-02-010-0203-42100	Sheriff Employer FICA Tax	\$ 2,065.50
 Transfers for Positions not Funded by Compensation Board:		
Decreases:		
0100-02-010-0203-43314	Sheriff Security Improvement	(\$6,459.00)
0100-02-010-0203-41700	Sheriff Selective Enforcement	(\$1,500.00)
 Increases:		
0100-02-010-0203-41100	Sheriff Salaries	\$7,500.00
0100-02-010-0203-42100	Sheriff Employer FICA Tax	\$ 459.00

*Compensation Board

A Copy Teste:

Percy C. Ashcraft
County Administrator

**NOTICE OF PUBLIC HEARING
COUNTY OF PRINCE GEORGE**

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Percy C. Ashcraft
County Administrator