

**Caroline County
Board of Supervisors Agenda
Executive Summary**

Meeting Date: August 9, 2022

Title: New Business – Discussion of Possible Bonus for County Employees

(Check Mark)

- | | |
|---|--|
| <input type="checkbox"/> Consent | <input type="checkbox"/> Closed Meeting |
| <input checked="" type="checkbox"/> Action | <input type="checkbox"/> Public Hearing |
| <input type="checkbox"/> No Action (Information Only) | <input type="checkbox"/> Ordinance |
| <input type="checkbox"/> Resolution | <input type="checkbox"/> PowerPoint Presentation |

Summary: At the direction of Chairman Underwood, staff has placed the possible payment of a one-time bonus for County employees for discussion at the August 9 Board of Supervisors meeting. If approved, the bonus would apply to all full-time and part-time employees on the County Pay Plan. Possible bonus amounts and the accompanying cost are discussed in the budget impact section below.

The County Attorney’s Office has opined that the adoption of an ordinance will be necessary should the Board wish to move forward with a one-time bonus for employees. Following a public hearing, the Board would need to adopt an ordinance authorizing employee bonuses. Such an ordinance would generally approve all bonuses subject to the appropriation of funds by the Board. Thereafter, any future bonuses would be covered under the general ordinance without requiring another public hearing, again subject to appropriation by the Board.

Budget Impact: The following options are provided for the Board’s consideration:

Option #1

Provide \$1,000 one-time bonus for all full-time employees. Bonuses for part-time employees would be based on the hours worked per week on average and range from \$25 to \$822.84. Seven (7) employees would receive bonuses ranging from \$25 to \$50 based on average hours worked per week.

Option #2

\$1,000 one-time bonus for full-time employees; \$500 for part-time employees

Option #3

\$1,000 one-time bonus for full-time and part-time employees

The cost of all three options is outlined below:

Option 1:

86 Part Time	various	35,791.30	2,738.03	38,529.33	\$25.00 - \$822.84 (range)
230 Full Time	\$1,000	230,000.00	17,595.00	<u>247,595.00</u>	
				Total <u>286,124.33</u>	

Option 2:

86 Part Time	\$500	43,000.00	3,289.50	46,289.50
230 Full Time	\$1,000	230,000.00	17,595.00	<u>247,595.00</u>
				Total <u>293,884.50</u>

Option 3:

86 Part Time	\$1,000	86,000.00	6,579.00	92,579.00
230 Full Time	\$1,000	230,000.00	17,595.00	<u>247,595.00</u>
				Total <u>340,174.00</u>

Requested Action from Board of Supervisors: Discuss and direct staff; if the Board wishes to move forward the County Attorney will draft the required ordinance for a first reading or public hearing at the September 13 Board of Supervisors meeting.