



## Legislation Text

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File #: 21-0295, Version: 1

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Resolution to Amend the Fiscal Year 2022 Council Approved Budget and Appropriate \$3,328,351 from Assigned Fund Balance in the General Fund for Bonuses to Employees

### **PURPOSE/BACKGROUND:**

The City Manager is proposing a one-time COVID Bonus for the general work force and a one-time Retention and/or Sign-On Bonus for employees in positions with high turnover and/or are difficult to fill because of current market conditions ("Target Positions").

The COVID Bonus is being provided to eligible full-time and part-time employees to recognize their extraordinary efforts during the COVID-19 global pandemic. In addition to their normal level of excellence, employees have risen to the challenges of the pandemic by not only maintaining outstanding service delivery but also performing many additional duties outside the their typical duties. The City Manager is recommending a bonus of \$1,000 for eligible full-time employees and \$500 for eligible part-time staff.

The Retention and/or Sign-On Bonus is a one-time bonus for those eligible employees in Target Positions. The City Manager is responsible for developing the procedures for the implementation and administration of this program.

### **Discussion:**

This section should include information such as the benefit to the community, financial implications/costs to the City, funding sources and where it is budgeted if applicable. Alternatives considered along with pros/cons of alternatives should also be highlighted where appropriate.

### **Impact:**

The funding source to be used for these bonuses is the General Fund's Assigned Fund Balance account in the amount of \$ 3,328,351.

### **Recommendation:**

This section should summarize the desired action of Council.

**WHEREAS**, the recruitment and retention of certain City of Hampton (the "City") positions has been challenging, both nationwide and throughout Hampton Roads;

**WHEREAS**, in the interest of remaining competitive in the Hampton Roads market, the City is developing and implementing a Retention and/or Sign-On Bonus Program (the "Retention Program") for positions with high turnover and/or are difficult to fill because of current market conditions ("Target Positions");

**WHEREAS**, the Retention Program will provide for a one-time bonus for those eligible employees in Target Positions in exchange for a commitment to continue employment with the City for a certain number of years;

**WHEREAS**, the City Manager shall be responsible for swiftly developing procedures for the implementation and administration of the Retention Program, including, but not limited to, criteria for identifying and designating the Target Positions, the duration of required continuing employment, and the ramifications if employment is terminated early; and

**WHEREAS**, in addition, the City Manager is also recommending a bonus of \$1,000 for full-time employees and \$500 for part-time staff for eligible full-time and part-time employees for their extraordinary efforts and accomplishments during the COVID Pandemic ("COVID Bonus").

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Hampton, Virginia hereby amends the Fiscal Year 2022 Council Approved Budget and appropriates \$ 3,328,351 from the General Fund's Assigned Fund Balance account to the General Fund's Retirement and Employee Benefits Compensation account to fund the Retention Program and COVID bonuses;

**BE IT FURTHER RESOLVED**, that the City Manager, or her designee, shall swiftly develop procedures consistent with this resolution necessary to administer the Retention Program, as well as take any additional steps necessary to distribute the COVID Bonus.