

ORDINANCE NO.

**AN ORDINANCE TO AUTHORIZE A ONE-TIME BONUS FOR ELIGIBLE
EMPLOYEES IN POSITIONS ASSIGNED TO THE COUNTY'S CLASSIFIED PAY
SCALE**

WHEREAS, the Albemarle County Board of Supervisors approved and allocated funding for a one-time employee bonus as part of the FY 2027 budget adoption; and

WHEREAS, the Board of Supervisors desires to provide a one-time bonus to eligible employees in positions assigned to the County's classified pay scale; and

WHEREAS, the Board is authorized by Virginia Code § 15.2-1508 to provide for the payment of monetary bonuses.

NOW, THEREFORE, BE IT ORDAINED that, pursuant to the authority in Virginia Code § 15.2-1508, the Albemarle County Board of Supervisors hereby authorizes a one-time monetary bonus for eligible employees under the following terms:

1. Eligible Employees. The bonus is payable to employees who meet all of the following criteria:

A. Hold a permanent position in an approved full-time equivalent (FTE) allocation assigned to the County's classified pay scale;

B. Have an employment start date prior to December 1, 2026;

C. Are actively employed in an eligible position on December 18, 2026;
and

D. Have not submitted a resignation prior to December 18, 2026.

Submission of a retirement notice does not disqualify an otherwise eligible employee from receiving the bonus.

2. Covered Employees. Eligible employees include County employees and employees of partner entities that follow the County's classified pay plan pursuant to a current memorandum of agreement.

3. Bonus Amount. The bonus equals two (2%) percent of the employee's annualized base salary. For employees working less than 1.0 FTE, the bonus is prorated according to the employee's approved FTE allocation.

4. Payment Date. The bonus will be paid on December 18, 2026.

5. Exclusions. The bonus does not apply to employees whose positions are assigned to a public safety pay scale, constitutional officers, or the Director of Elections.

6. One-Time Payment. The bonus is a one-time payment and does not increase an employee's base salary or establish an ongoing compensation commitment.

I, Claudette K. Borgersen, do hereby certify that the foregoing writing is a true and correct copy of an Ordinance duly adopted by the Board of Supervisors of Albemarle County, Virginia, by a vote of _____ to _____, as recorded below, at a regular meeting held on November 4, 2026.

Clerk, Board of County Supervisors

	<u>Aye</u>	<u>Nay</u>
Ms. Duncan	_____	_____
Mr. Gallaway	_____	_____
Ms. LaPisto-Kirtley	_____	_____
Ms. Mallek	_____	_____
Mr. Missel	_____	_____
Mr. Pruitt	_____	_____