

12-F

June 16, 2015
Regular Meeting
Res. No. 15-

MOTION:

SECOND:

RE: ESTABLISH FISCAL YEAR 2016-2019 BOARD OF COUNTY SUPERVISORS SALARIES

ACTION:

WHEREAS, Section 15.2-1414.2 of the Code of Virginia states that prior to July 1 of the year in which members of boards of supervisors are to be elected, the current Board, by a recorded vote of a majority present, shall set a maximum annual compensation which will become effective as of January 1 of the next year, and therefore any salary adjustments approved by the current Board will take effect January 1, 2016 for the newly elected Board; and

WHEREAS, the Prince William Board of County Supervisors adopted compensation policy states that all Prince William County salaries be competitive with the salaries of our comparable Northern Virginia jurisdictions, and is implemented each year through the annual budget process; and

WHEREAS, the Prince William Board of County Supervisors have included 2% market adjustments for FY2016 and FY2018, and 3% performance adjustments for FY2017 and FY2019 for Prince William County employees in the FY2016-2020 Five Year Budget Plan; and

WHEREAS, when compared with their counterparts in Fairfax County, the City of Alexandria, Arlington County and Loudoun County, Prince William Board of County Supervisor salaries fall below the market average by 17% for the Chairman and 24% for the District Supervisors;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors does hereby establish the salaries of the Prince William Board of County Supervisors to be elected in November 2015 and serving from January 2016-December 2019, as follows:

<i>Adjustment</i>	<i>Fiscal Year</i>	<i>Effective Date</i>	<i>Chairman Salary</i>	<i>District Supervisor Salary</i>
Jurisdiction Avg as of 1/01/16	FY2016	1/1/2016	\$58,032	\$53,795
3%	FY2017	7/1/2016	\$59,773	\$55,409
2%	FY2018	7/1/2017	\$60,968	\$56,517
3%	FY2019	7/1/2018	\$62,797	\$58,213

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Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

For Information:

Finance Director

Management and Budget Director

Human Resources Director

County Attorney

ATTEST: _____
Clerk to the Board



Melissa S. Peacor
County Executive

COUNTY OF PRINCE WILLIAM
OFFICE OF EXECUTIVE MANAGEMENT
1 County Complex Court, Prince William, Virginia 22192-9201
(703) 792-6600 Metro 631-1703 FAX: (703) 792-7484

BOARD OF COUNTY SUPERVISORS
Corey A. Stewart, Chairman
Maureen S. Caddigan, Vice Chairman
Pete Candland
John D. Jenkins
Jeanine M. Lawson
Michael C. May
Martin E. Nohe
Frank J. Principi

June 4, 2015

TO: Board of County Supervisors

FROM: Linda R. Satlin *LRS*
Human Resources Director

THRU: Melissa S. Peacor
County Executive

RE: Establish 2016-2019 Board of County Supervisors Salaries

I. Background in chronological order is as follows:

- A. Board Compensation Policy – The Board of County Supervisors has an adopted compensation policy that states that all Prince William County salaries be competitive with the salaries of our comparable Northern Virginia jurisdictions. This compensation policy is implemented each year through the annual budget process.
- B. Virginia Code §15.2-1414.2 Regarding Salaries of Boards of County Supervisors – This statute states that prior to July 1 of the year in which members of boards of supervisors are to be elected, the current Board, by a recorded vote of a majority present, shall set a maximum annual compensation which will become effective as of January 1 of the next year. Any salary adjustment approved by the current Board will take effect January 1, 2016 for the newly elected Board.
- C. Last Board Salary Adjustment – Board salaries were last adjusted on January 1, 2011 based on the Board action adopted in June 2007. The Board did not authorize any salary adjustment for the CY2012-2015 term of office.

II. Current Situation is as follows:

- A. Board Directive – Per directive 15-68 from the May 19, 2015 Board meeting, Supervisor Jenkins requested staff provide data on Board salaries, including benchmarking, and bring a recommendation back to the Board at the June 16, 2015 meeting.

Establish 2016-2019 Board of County Supervisors Salaries

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- B. BOCS Salary Comparisons – A salary survey was conducted comparing Prince William Board of County Supervisors salaries with those of their counterparts in Fairfax County, the City of Alexandria, Arlington County, and Loudoun County. The results are as follows:

Jurisdiction	FY2016 Adopted All Funds Budget	Jurisdiction Population*	# of Board / Council Members including Chairman/ Mayor	Avg Population per Board / Council Member including Chairman / Mayor	Jan 2016 Salary Chairman/ Mayor**	Jan 2016 Salary Board / Council District Supervisor **
Prince William County	\$2.7B	437,636	8	54,705	\$49,452	\$43,422
Fairfax County	\$7.1B	1,118,884	10	111,888	\$95,000	\$95,000
City of Alexandria	\$816.3M	155,230	7	22,176	\$30,500	\$27,500
Arlington County	\$1.5B	229,302	5	45,860	\$56,629	\$51,480
Loudoun County	\$2.2B	361,708	9	40,190	\$50,000	\$41,200
Salary Market Average					\$58,032	\$53,795

*Population Source: Weldon Cooper Center, University of Virginia - July 1, 2014

**As of June 2015

- C. Fairfax County Board Member Adopted Salary Increase – The Fairfax County Board of Supervisors approved an increase in Chairman and District Supervisor salaries by 27% to \$95,000, effective January 1, 2016.
- D. The City of Alexandria, Arlington County, and Loudoun County – There are no known adjustments proposed for Board/Council salaries in the City of Alexandria, Arlington County, or Loudoun County.
- E. Market Salary Average on January 1, 2016 – The salary market average on January 1, 2016 will be:
- o Chairman/Mayor: **\$58,032**
 - o Board/Council District Supervisor Salary: **\$53,795**
- Prince William County Board salaries fall below the market average by 17% for the Chairman and 24% for District Supervisors.
- F. Five Year Budget Plan for Compensation – The County’s adopted FY2016 budget provides a compensation schedule that includes 2% market adjustments for FY2016 and FY2018, and 3% performance adjustments for FY2017 and FY2019 per the FY2016–2020 Five Year Budget Plan for compensation. These alternating market adjustments and performance adjustments are intended to maintain competitiveness with the comparable jurisdictions and to maintain internal equity within the County workforce.

- G. Board Action Requested –The Board of County Supervisors is requested to establish the 2016-2019 Board of County Supervisors salaries.

III. Issues in order of importance are:

- A. Policy – What are the policy implications of each alternative?
B. Fiscal – What are the fiscal implications of each alternative?
C. Timing – What are the timing considerations of each alternative?
D. Legal – What are the legal considerations of each alternative?

IV. Alternatives are as follows:

- A. Establish Board Salaries in Accordance with the Average Among Comparable Jurisdictions for FY2016 and Salary Adjustments Approved for County Employees in the Five Year Budget Plan – Board Salaries for the incoming Board will be adjusted up to the jurisdictional average as of January 1, 2016, and subsequently tied to the 2% market adjustment for FY2018, and 3% performance adjustments for FY2017 and FY2019, as follows:

<i>Adjustment</i>	<i>Fiscal Year</i>	<i>Effective Date</i>	<i>Chairman Salary</i>	<i>District Supervisor Salary</i>
Jurisdiction Avg as of 1/01/16	FY2016	1/1/2016	\$58,032	\$53,795
3%	FY2017	7/1/2016	\$59,773	\$55,409
2%	FY2018	7/1/2017	\$60,968	\$56,517
3%	FY2019	7/1/2018	\$62,797	\$58,213

1. Policy – This alternative is consistent with the Board's compensation policy and practice used to maintain competitive salary levels for County employees when compared with the surrounding jurisdictions and with the compensation schedule adopted in the FY2016-2020 Five Year Budget Plan for all County employees.
2. Fiscal Impact – Adjusting Board salaries to the jurisdictional average can be covered in the FY2016 adopted budget. The employee compensation plan is funded in the adopted FY2016-2020 Five Year Budget Plan for compensation. The fiscal impact would be as follows:

<i>Adjustment</i>	<i>Fiscal Year</i>	<i>Estimated Fiscal Impact</i>
Jurisdiction Avg as of 1/01/16	FY2016	\$40,596
3%	FY2017	\$94,230
2%	FY2018	\$103,181
3%	FY2019	\$116,882
2016-2019 Cumulative Total		\$354,889

3. Timing – This action must be taken prior to July 1, 2015 according to Virginia Code §15.2-1414.2.
4. Legal – This action is consistent with Virginia Code §15.2-1414.2 which authorizes the current Board of County Supervisors to set the salary level for the incoming Board of County Supervisors who will take office in January 2016.

B. Take No Action –

1. Policy – No action would not be consistent with the Board's goal of maintaining competitive employee compensation with surrounding jurisdictions.
2. Fiscal Impact – There is no fiscal impact with this alternative.
3. Timing – No action is required prior to July 1, 2015.
4. Legal – This action is consistent with Virginia Code §15.2-1414.2 which authorizes the current Board of County Supervisors to set salaries for the incoming Board of County Supervisors who will take office in January 2016.

V. **Recommendation** is that the Board of County Supervisors concurs with Alternative A and approves the attached resolution.



Prince William County Government
Board of County Supervisors

Board of County Supervisors Salary Brief

*Christopher E. Martino
Deputy County Executive
June 16, 2015*

PWC Compensation Policy

- The Prince William Board of County Supervisors adopted compensation policy states that all Prince William County salaries be competitive with the salaries of our comparable Northern Virginia jurisdictions
- Prince William County benchmarks positions with the following Northern Virginia jurisdictions:
 - ◆ Fairfax County
 - ◆ Arlington County
 - ◆ Loudoun County
 - ◆ City of Alexandria

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Virginia Code & BoCS Salaries

- Virginia Code §15.2-1414.2

- ◆ **July 1, 2015: Deadline to establish salary level of incoming BOCS**

Prior to July 1 of the year in which members of the board of supervisors are to be elected, the current board, by a recorded vote of a majority present, shall set a maximum annual compensation

- ◆ **January 1, 2016: Effective date of new salary for newly elected BOCS**

Any salary adjustment approved by the current Board will take effect January 1, 2016 for the newly elected Board

PWC BoCS Salary History

- Board salaries were adjusted by 3% per year during the 2008-2011 term of office
- BOCS did not authorize any salary adjustments for the CY2012-2015 term of office
- BOCS froze salaries at the 2011 level for the past four years

BoCS Salary Market Comparison

Jurisdiction	FY2016 Adopted All Funds Budget	Jurisdiction Population*	# of Board / Council Members including Chairman/ Mayor	Avg Population per Board / Council Member including Chairman / Mayor	Jan 2016 Salary Chairman/ Mayor**	Jan 2016 Salary Board / Council District Supervisor **
Prince William County	\$2.7B	437,636	8	54,705	\$49,452	\$43,422
Fairfax County	\$7.1B	1,118,884	10	111,888	\$95,000	\$95,000
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Loudoun County	\$2.2B	361,708	9	40,190	\$50,000	\$41,200
Salary Market Average					\$58,032	\$53,795

*Population Source: Weldon Cooper Center, University of Virginia - July 1, 2014

**As of June 2015

BoCS Salaries - Market Average

- Salaries - Market Average on January 1, 2016
 - ◆ Chairman/Mayor: \$58,032
 - ◆ Board/Council District Supervisor: \$53,795

- Prince William County Board salaries will fall below the market average by 17% for the Chairman and 24% for District Supervisors

Recommendation: Adhere to the BoCS Adopted Compensation Policy and Schedule

- Establish Board Salaries at the Average of the Comparable Northern Virginia jurisdictions for CY2016, and
- Adjust Board Salaries consistent with the Compensation Adjustments Adopted in the FY2016 - FY2020 Five Year Budget Plan for all County Employees.

Recommendation: Adhere to BOCS Adopted Compensation Policy and Schedule

- Board Salaries for the incoming Board would be adjusted to the Northern Virginia jurisdictional average as of January 1, 2016, and subsequently tied to the 2% market adjustment for FY2018, and 3% performance adjustments for FY2017 and FY2019, as follows:

<i>Adjustments</i>	<i>Fiscal Year</i>	<i>Effective Date</i>	<i>Chairman Salary</i>	<i>District Supervisor Salary</i>
Jurisdiction Avg as of 1/01/16	FY2016	1/1/2016	\$58,032	\$53,795
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2%	FY2018	7/1/2017	\$60,968	\$56,517
3%	FY2019	7/1/2018	\$62,797	\$58,213

- Consistent with Board’s compensation policy and with adopted compensation schedule

No Adjustment to 2016-2019 BOCS Salaries

- Board salaries will remain at current levels through FY2019

<i>Adjustments</i>	<i>Fiscal Year</i>	<i>Effective Date</i>	<i>Chairman Salary</i>	<i>District Supervisor Salary</i>
Current Salary	FY2015	1/1/2011	\$49,452	\$43,422
0%	FY2016-FY2019	1/1/2011	\$49,452	\$43,422

- Prince William County Board salaries will fall below the market average by 17% for the Chairman and 24% for District Supervisors
- Not consistent with Board's compensation policy and with adopted compensation schedule

Recommendation

- Recommendation is that the Board of County Supervisors adjust the compensation of the Board Members for the CY2016-2019 term of office effective January 1, 2016 as specified in the staff report.
- This action would be consistent with the Board's compensation policy and practice used to maintain competitive salary levels for County employees when compared with the surrounding jurisdictions and with the compensation schedule adopted in the FY2016-FY2020 Five Year Budget Plan for compensation for all County employees.