

CITY COUNCIL
GIL MCDOUGAL, MAYOR
SHIRLEY MARCHMAN, MAYOR PRO TEM
MATTHEW MONTAHAN
STEPHANIE WARMOTH
ANNA MCCOY
DANNY CARTER

City of Villa Rica



CITY MANAGER: TOM BARBER
CITY CLERK: THERESA CAMPBELL
CITY ATTORNEY: C. DAVID MECKLIN

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SPECIAL CALLED CITY COUNCIL MEETING AGENDA

Holt-Bishop Justice Center, Municipal Courtroom, 101 Main Street

November 29, 2023 | 5:00 PM

Meeting Call to Order (Mayor Gil McDougal)

Adoption of the Agenda (Mayor Gil McDougal)

A. Human Resources Lena Taylor, Director

1. End of Year Incentive Pay for Employees

B. Executive Session

1. Pursuant to the attorney-client privilege and as provided by Georgia Code section 50-14-2(1), a meeting otherwise required to be open was closed to the public in order to consult and meet with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency or any officer or employee or in which the agency or any officer or employee may be directly involved and the matter discussed was regarding the PFAS Class Action suits.

Public Comment (We ask that you sign in for Public Comment before the meeting begins. Please state your Name and Address for the record and limit your comments to three minutes.)

C. Adjournment



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: End of Year Incentive Pay for Employees
AGENDA DATE: November 29, 2023

DATE PREPARED: November 29, 2023
PREPARED BY: Lena Taylor

AMOUNT: \$65,063 (\$300/\$150, grossed up)
GL ACCOUNT #: Various Personnel Accounts
FUNDING SOURCE: Self-Funded Insurance
BUDGETED ITEM? Yes

PURPOSE: To approve an end of year incentive pay for full-time and part-time employees.

BACKGROUND:

Per City of Villa Rica Incentive Pay policy as posted in the Personnel Policy, last updated February 8, 2021: *"At the end of each calendar year the City may pay employees incentive pay. Incentive Pay will be based on how well the health plan has performed over the last fiscal year. Pay will be limited to \$300 per full-time employee and \$150 to part-time employees."*

For FY2023, the preliminary year-end financials for the Self-Funded Insurance Fund show that the fund increased Fund Balance by \$554,137. The fund balance is \$1,657,006.

We are proposing \$300 for each full-time employee and \$150 for each full-time employee, grossed up for taxes.

STAFF RECOMMENDATION: Approval.

MOTION: I move to approve an end of year incentive pay of \$300 for full-time employees and \$150 incentive pay for part-time employees.