

RESOLUTION 2018-R111

**A RESOLUTION APPROVING CHANGES TO THE PERSONNEL POLICIES
MANUAL FOR THE CITY OF BOERNE, TEXAS**

WHEREAS, the City of Boerne sets forth guidelines to promote consistent, equitable and effective practices by both employees and supervisors which will result in high quality public service to the citizens of Boerne; and

WHEREAS, from time to time, the City finds it necessary to amend these policies;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
BOERNE, TEXAS:**

that the City Council hereby adopts amendments, as specified in the attachment hereto, to the Personnel Policies Manual of the City of Boerne, Texas.

PASSED and APPROVED on this the ____ day of November, 2018.

APPROVED:

Mayor

ATTEST:

City Secretary

8.01.02 Pre 65 Retiree Insurance.

The City of Boerne makes available group medical, dental, vision and life insurance for retirees who are Pre 65 based on the employee:

- ~~• Eligible for retirement per the established criteria through the Texas Municipal Retirement System; and~~
- ~~• As an active employee currently participating in the health insurance program for a minimum of one year~~
- The employee being eligible for retirement per the established criteria of the Texas Municipal Retirement System; and
- The employee must have participated in the City's current medical, dental and vision program for a minimum of one (1) year,

8.01.03 Pre 65 Retiree Coverage Available.

- ~~• The same medical, dental and vision plans offered to active employees;~~
- ~~• Coverage through COBRA Continue of Coverage; or~~
- ~~• Pre 65 Retiree Coverage plans offered to active employees;~~

Pre 65 Retiree Coverage Plans – Retirees may remain on the plan for a maximum of five (5) years or until reaching the age of 65.

- Medical - An employee retiring before the age of 65 may choose to participate in the same medical coverage plan as offered to the active employees.
- Voluntary Dental, Voluntary Vision, and/or Voluntary Life– An employee retiring before the age of 65 may choose to participate in the voluntary dental, voluntary vision and/or voluntary life coverage as offered to the active employees.

8.01.04 Pre 65 Retiree City Subsidy by the City.

Should the employee under the age of 65 retire, the employee may elect to continue the coverage as provided to all active employees at our active employee rate. If the employee has served 20 years or more with the City of Boerne and continues coverage in the Pre 65 medical plan, the employee qualifies for a Pre 65 subsidy as follows:

Yrs of Service with the City of Boerne	Subsidy
20 – 25 years	\$253.00
+25 – 30 yrs	\$299.00
+30 – 35 yrs	\$379.50

+35 – 40 yrs	\$402.50
+40 yrs	\$431.25
<i>Subsidy reviewed every two years – next review 2019</i>	

8.01.05 Post 65 Retiree

The City of Boerne offers a subsidy for supplement medicare coverage for retirees over the age of 65, provided the retiree has served the City in excess of 20 years or more. The retiree must show proof of insurance beyond Part A and Part B, or Part D of Medicare. Post 65 retirees will be subsidized based on the years of service as follows:

Yrs of Service with the City of Boerne	Subsidy
20 years	\$125.00
25 years	\$150.00
30 years	\$175.00
35 years	\$200.00
+40 yrs	\$225.00
<i>Subsidy reviewed every two years – next review 2019</i>	

11.04.04 Supplemental Injury Pay from the City. For the first month, the employee receives the standard workers' compensation payment plus a supplemental payroll check from the City. The supplemental check from the City will be in an amount that, when added to the workers' compensation payment, equals the employee's regular pay (that is, the employee's gross salary minus income tax, and social security/Medicare and TMRS deductions).

18.02.03 MEALS. If travel requires an overnight stay, a maximum daily allowance for meals (per diem) will be provided determined by the Finance Department based on the General Services Administration (GSA) guidelines for the location of travel. Please meet with the Finance Department for the per diem rate for your location of travel. Employees may request the maximum daily amount as per diem for which Receipts for per diem expenses are not required. If an employee charges meals on a City credit card or chooses to submit receipts for reimbursement, they may not exceed the per diem amount. If an employee is required to be away from their principal place of business for more than one-half day and an overnight stay is not required, a reasonable cost for the employee's meals one meal will be reimbursed up to the GSA approved amount for that meal if a receipt is provided. Total allowance for reimbursement for meals includes a maximum of twenty percent for gratuity. Half day seminars or errands which take four hours or less will not be eligible for meal reimbursement without prior approval from the department head.