



AGENDA ITEM SUMMARY

District Impacted

- ☐ 1 = Wolosin
- ☐ 2 = Woolard
- ☐ 3 = Scott
- ☐ 4 = Fowler
- ☐ 5 = Macaluso
- ☒ All

AGENDA DATE	<i>December 10, 2019</i>
DESCRIPTION	CONSIDER RESOLUTION NO. 2019-R190; A RESOLUTION APPROVING CHANGES TO THE PERSONNEL POLICIES MANUAL FOR THE CITY OF BOERNE, TEXAS
STAFF'S RECOMMENDED ACTION (be specific)	Approve Resolution No. 2019-R190; Approving changes to the Personnel Policies Manual.
CONTACT PERSON	Linda S. Zarter, Assistant City Manager
SUMMARY	<p>The personnel policies of the City of Boerne are approved by the City Council via resolution. Each year, staff brings forth recommendations regarding amendments to the personnel policies, if needed. Staff is suggesting the following provisions of the personnel policy be amended.</p> <p>Sections 6.02, 9.03.07, 9.05.09, 11.04.04 through 11.04.08, 13.08.02 and 13.08.04 are all being recommended to be amended to strike the word "check" from the language. The City of Boerne Finance Department desires to eliminate the issuance of paper checks, as direct deposit is the preferred method of issuing pay. However, we will offer a pay card to those employees that do not wish to receive pay via direct deposit. This will allow the Finance Department to streamline the payroll process, save resources and eliminate costs.</p> <p>In section 6.09, <i>Longevity Pay</i>, we are desiring to clean up the language from a change that was made in October 2013. At that time, the decision was made to no longer offer longevity pay to new employees that have served less than five years with the city. This change is simply a housekeeping item.</p> <p>Under sections 8.01.04 and 8.01.05, <i>Pre and Post-65 Retiree City Subsidy</i>, it is being recommended that we allow the City Council to approve any adjustments due to cost of living adjustments increases through the budget process, rather than have the issue come back separately before Council every two years for adjustments.</p> <p>I will be happy to answer any questions you might have regarding the proposed amendments.</p>

COST	NA
SOURCE OF FUNDS	
ADDITIONAL INFORMATION	

This summary is not meant to be all inclusive. Supporting documentation is attached.