

**TOQUERVILLE CITY
RESOLUTION #RES.2016.01**

A RESOLUTION AMENDING THE PERSONNEL POLICIES AND PROCEDURES MANUAL FOR TOQUERVILLE CITY, SECTION XVII BENEFITS, ARTICLE (3) EMPLOYEE BENEFIT PACKAGE

WHEREAS, Toquerville City adopted by resolution a Personnel Policies and Procedures Manual on December 13, 2007.

WHEREAS, The Personnel Policies and Procedures Manual is intended to be a working document to be reviewed regularly by those appointed by the Mayor and/or when the City Council sees the need of updating it to reflect City and State laws and modifications of City practices and procedures for conducting business; and

WHEREAS, It is desirable to retain quality full-time employees by providing benefits to encourage long-term employment; and

WHEREAS, Utah State law requires municipalities to participate in the State Retirement System for any pension and retirement benefits; and

WHEREAS, Utah Retirement System (URS) requires on-going membership once participation has begun; and

WHEREAS, The City currently provides a Benefit Stipend that will not be provided once the City participates in the URS;

WHEREAS, The City does not provide a full-service health benefit; and

WHEREAS, The City does provide a Group Supplemental Benefit that it desires to continue to provide eligible employees until such time a full-service health benefit can be provided.

THEREFORE BE IT RESOLVED, that the Toquerville City Council shall adopt the following amendments to the PERSONNEL POLICIES AND PROCEDURES MANUAL for TOQUERVILLE CITY.

SECTION XVII: BENEFITS

3. **EMPLOYEE BENEFIT PACKAGE.** The City will provide an employee benefit package (“Employee Benefit Package”) to all eligible employees, comprised of two types of benefits; “Retirement Benefit through the Utah Retirement System” (URS) and “Group Supplemental Benefits”.
 - A. **Retirement Benefit.** The Retirement Benefit shall be a benefit as outlined by the URS, and shall be provided under the rules and regulations of the URS. The City shall make the required payments in the percentage and the term as required for

each eligible employee. An eligible employee is defined as one who works 20 or more hours per week and receives any other benefit. The City shall ensure that employees covered under this benefit receive training, to be able to use their retirement account to its fullest extent. The City will not match any employee contributions to URS, but will allow them to take advantage of the employee contribution programs, including but not limited to 401(k), 457(b), Roth and Traditional IRA, and employee loans on personal 401(k) and 457 accounts within the Utah Retirement System.

B. **Group Supplemental Benefits.** The City will also provide full-time employees with various types of Group Supplemental Benefits. This portion of the Benefit Package will be calculated annually at five percent (5%) of the budgeted wages of eligible full-time employees of the City. One hundred percent (100%) of the cost of the Group Supplemental Benefits will be paid for by the City. The Group Supplemental Benefits will be provided to all full-time employees after the expiration of their probationary period as set forth elsewhere in the Policy and Procedures Manual. The Group Supplemental Benefits may include benefits such as Vision Insurance, Dental Insurance, Life Insurance, Death or Disability Insurance and will generally be programs where 100% employee participation is needed in order to obtain more favorable prices. Group Supplemental Benefit policies will be yearly in duration and the City Council will review the Group Supplemental Benefit provided and costs of other options on a yearly basis at renewal time to assure that the City's and the City's full-time employees' needs are being met. For Group Supplemental Benefits provided by the City, the City will pay the cost for:

- (1) Each individual full-time employee (if the employee is single);
- (2) Each individual full-time employee and his/her spouse (if the employee is married without minor dependent children);
- (3) Each individual full-time employee and his/her family (if the employee has minor dependent children).

C. **Health Insurance:** The City may or may not directly provide health insurance to its employees. In the event the City does not directly provide such plan, the employee will expect to acquire his/her own individual health plan.

ADOPTED by the City Council of Toquerville City, Utah this 12th day of January, 2017 ON THE FOLLOWING VOTE:

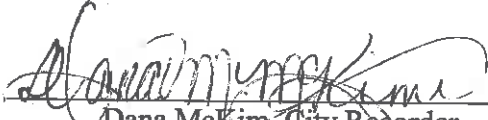
Councilperson:	Keen Ellsworth	AYE <u>X</u>	NAE <u> </u>
	Brad Langston	AYE <u>X</u>	NAE <u> </u>
	Ty Bringhurst	AYE <u>X</u>	NAE <u> </u>
	Paul Heideman	AYE <u>X</u>	NAE <u> </u>
	Mark Fahrenkamp	AYE <u>X</u>	NAE <u> </u>

wDL

By: 
M. Darrin LeFevre, Mayor

Date: January 26, 2017

ATTEST:


Dana McKim, City Recorder

