

**RESOLUTION NO. \_\_\_\_\_**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN:**

**WHEREAS**, the Director of Human Resources has recommended the following amendments of the Personnel Policies; and

**WHEREAS**, the City Manager approves and recommends adoption of this amendment; **NOW, THEREFORE**,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN:**

That the City of Austin Personnel Policies be, and the same is hereby amended to conform to the recent Charter amendment and to enable the City to extend health insurance benefits to domestic partners of employees and their dependents.

**PART 1.** That Chapter A, Section III.B.2, *Health Related Benefits*, be revised as follows:

The City is committed to providing cost-effective benefits which assist employees in being physically and mentally healthy. The benefits and services offered by the City may be changed or terminated at any time upon approval of the City Council and do not constitute a guarantee of continued employment with the City.

Benefits are accompanied by eligibility requirements which must first be met by the employee and dependents (if applicable) before being able to be covered. The provisions of and eligibility for the various benefits are governed by each Plan instrument which may be a Plan document or certificate of coverage or both.

With respect to medical and dental coverage, life insurance, the employee assistance and wellness programs, the definition of eligible dependent may vary from plan to plan. ~~However, in no event, shall employees be permitted to purchase coverage for a dependent who is not among those dependents listed in Article IX, Section 4 of the City Charter.~~

**PART 2.** That Chapter B, Section III.B.2., *Health Related Benefits*, be revised as follows:

The City is committed to providing cost-effective benefits which assist employees in being physically and mentally healthy. The benefits and services offered by the City may be changed or terminated at any time upon approval of the City Council and do not constitute a guarantee of continued employment with the City.

Benefits are accompanied by eligibility requirements which must first be met by the employee and dependents (if applicable) before being able to be covered. The provisions of and eligibility for the various benefits are governed by each Plan instrument which may be a Plan document or certificate of coverage or both.

With respect to medical and dental coverage, life insurance, the employee assistance and wellness programs, the definition of eligible dependent may vary from plan to plan. ~~However, in no event, shall employees be permitted to purchase coverage for a dependent who is not among those dependents listed in Article IX, Section 4 of the City Charter.~~

**PART 3.** That the definition of Domestic Partner in both Chapters A and B be revised as follows:

#### Domestic Partner

The individual who lives in the same household and shares the common resources of life in a close, personal, intimate relationship with a City employee if under Texas law the individual would not be prevented from marrying the employee on account of age, consanguinity or prior undissolved marriage to another. A domestic partner may be of the same, or opposite, gender as the employee. ~~(A requirement for proof of a domestic partnership is that it be part of a public record.)~~

#### **BE IT FURTHER RESOLVED**

That the City of Austin Personnel Policies be, and the same is hereby amended to increase vacation accrual rates for non-Civil Service employees whose vacation accrual rates are not established by a Meet and Confer or Collective Bargaining Agreement.

**PART 4.** That Chapter A, Section III.B.1.a.(2), *Vacation Leave*, be revised as follows:

(2) Vacation Leave

Full time regular and probationary employees, with the exception of executives, shall accrue ~~four hours of~~ vacation leave for each pay period ~~of their first five years of continuous service~~ at the rates set out in Appendix A. Part-time employees in regular budgeted positions accrue vacation leave on a pro-rated basis. Vacation is accrued 24 of the 26 pay periods in the calendar year.

~~Upon completion of five years continuous service, regular employees shall earn increased amounts of vacation time for each month of continuous service.~~

Accrual rates and maximum balances are set out in Appendix A.

(The remainder of Section III.B.1.a.(2) remains unchanged.

**PART 5.** That Chapter A, Appendix A: *Pay Period Leave Accrual Rates*, be revised as follows:

**Chapter A: Non-civil service employees**

**Appendix A: Pay Period Leave Accrual Rates**

Employee Group	Hours per Work Week	Years of Service	Sick Leave Hours	Vacation Hours
Executive	40	N/A	4.00	7.67
	Maximum Balance		Unlimited	400
	Maximum Paid at Separation*		720	240
Regular Non-Civil Service	40	<=5	4.00	4.34
		>5	4.00	5.34
		>10	4.00	6.00
		>15	4.00	6.67
		>20	4.00	7.67
	>= 30 and < 40	<=5	3.00	3.25
		>5	3.00	4.00
		>10	3.00	4.50
		>15	3.00	5.00
		>20	3.00	5.75
	>= 20 and < 30	<=5	2.00	2.17
		>5	2.00	2.67
		>10	2.00	3.00

		>15	2.00	3.34
		>20	2.00	3.84
	< 20	<=5	1.00	1.09
		>5	1.00	1.34
		>10	1.00	1.50
		>15	1.00	1.67
		>20	1.00	1.92
		Maximum Balance	Unlimited	400
		Maximum Paid at Separation*	720	240
Regular EMS	56	<=5	6.00	6.50
		>5	6.00	8.00
		>10	6.00	9.00
		>15	6.00	10.00
		>20	6.00	11.50
		Maximum Balance	Unlimited	515
		Maximum Paid at Separation*	1080	309
	48	<=5	5.15	5.58
		>5	5.15	6.87
		>10	5.15	7.73
		>15	5.15	8.59
		>20	5.15	9.88
		Maximum Balance	Unlimited	515
		Maximum Paid at Separation*	1080	309
	42	<=5	4.50	4.88
		>5	4.50	6.00
		>10	4.50	6.75
		>15	4.50	7.50
		>20	4.50	8.63
		Maximum Balance	Unlimited	445
		Maximum Paid at Separation*	756	270
PSEM Peace Officers	8-hour Day	<=5		5.00
		>5		5.34
		>10		6.00
		>15		6.67
		>20		7.67
	10-hour Day	<=5		6.25
		>5		6.67
		>10		7.50
		>15		8.34
		>20		9.59
	28-day Rotation	<=5		6.75
		>5		7.20
		>10		8.10
		>15		9.00
		>20		10.35
		Maximum Balance	Unlimited	400
		Maximum Paid at Separation*	720	240

Note: Vacation leave & sick leave are accrued 24 pay periods in the calendar year.

\*Sick leave is paid to an employee on separation, if the employee was hired before 10/01/86 and has been continuously employed by the City of Austin since that date.

**BE IT FURTHER RESOLVED**

That the City of Austin Personnel Policies be, and the same is hereby amended to provide for longevity pay for peace officers employed by the Public Safety and Emergency Management Department.

**PART 6.** That Chapter A, Section III be amended by adding a new subsection 14, as follows:

**14. Longevity Pay for Certain Peace Officers**

Peace officers employed by the Public Safety and Emergency Management Department (PSEM) shall receive longevity pay of \$4.00 per month for each year of service as a peace officer for the City of Austin, not to exceed 25 years. In any year that a PSEM officer receives Service Incentive Pay pursuant to subsection 12 above, the longevity pay shall not be paid.

**PART 7.** That the revisions described in Parts 1, 2, and 3, become effective October 1, 2006.

**PART 8.** That the revisions described in Parts 4, 5, and 6, become effective September 17, 2006.

**ADOPTED:** \_\_\_\_\_ **ATTEST:** \_\_\_\_\_

Shirley A. Gentry  
City Clerk