



AGENDA ITEM SUMMARY

PROPOSED MEETING DATE: January 6, 2021
PREPARED BY: Tracey Vasquez, HR Manager
DEPARTMENT: Human Resources

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to amend the City of Manor Personnel Policies & Procedures Handbook to extend health benefits coverage to City retirees.

BACKGROUND/SUMMARY:

As management enforces provisions of the City of Manor Personnel Policies and Procedures Handbook, opportunities for both clarification of policy response to employee requests have been acknowledged. The changes in the attachment reflect previously approved policy provisions and some modification to current provisions regarding Ordinance No.601. (Highlights will be additions and red lines will be deletions).

1) Insurance

LEGAL REVIEW: Yes, Completed
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Section 9 of the Personnel Policies and Procedures Handbook with added or clarified provisions.

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve the proposed changes to the City of Manor Personnel Policies & Procedures Handbook to extend health benefits coverage to City retirees.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**
