

ORDINANCE 21-20

AN ORDINANCE TO AMEND THE EMPLOYEE HANDBOOK OF THE CITY OF SPRING HILL REGARDING ACCRUED SERVICE TIME

WHEREAS, the Board of Mayor and Aldermen of the City of Spring Hill, pursuant to its Charter (Article 4, Section 4-101) and general law of the State of Tennessee, enacted and adopted an Employee Handbook for the employees of the City of Spring Hill; and

WHEREAS, the Board of Mayor and Aldermen of the City of Spring Hill does desire to amend the personnel rules and regulations established in Ordinance 11-02 and subsequently amended, and

WHEREAS, the Board of Mayor and Aldermen, by passage of this Ordinance, hereby amends the Employee Handbook by modifying the 'Separation from Employment' and 'Employee Benefit Programs' sections of the Employee Handbook.

BE IT THEREFORE ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF SPRING HILL, TENNESSEE that the following amendments be made to the Employee Handbook for the employees of the City of Spring Hill, TN, effective immediately upon passage of this ordinance:

Separation from Employment Retirement

The City's policy conforms to federal regulations that prohibit mandatory retirement. Employees become vested for pension benefits after five (5) years of full-time employment and will be eligible for benefits upon retirement based on their age, number of years of employment, and the average of the member's five (5) highest consecutive years of salary. Unused sick leave shall accrue and count towards creditable service in the same manner as allowed by the Tennessee Consolidated Retirement System and Tennessee Code Annotated 8-34-6 et. Seq. Employees shall be required to provide the City written notice of their intent to utilize such accrual towards creditable service no later than 90 days before such accrual is utilized. Complete details of the TCRS pension benefits are available from Human Resources.

BE IT THEREFORE FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF SPRING HILL, TENNESSEE that the following additional amendments be made to the Employee Handbook for the employees of the City of Spring Hill, TN, effective immediately upon passage of this ordinance:

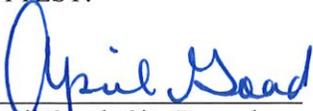
Employee Benefit Programs Pension Plan

The City participates in the Tennessee Consolidated Retirement System (TCRS). The plan is contributory, meaning employees make a 5% direct contribution to the plan. The City makes contributions to the TCRS on the employee's behalf. Employees become vested after five (5) years of full-time employment and will be eligible for benefits upon retirement based on their age, number of years of employment, and the average of the employee's five (5) highest consecutive years of salary. Unused sick leave shall accrue and count towards creditable service in the same manner as allowed by the Tennessee Consolidated Retirement System and Tennessee Code Annotated 8-34-6 et. Seq. Employees shall be required to provide the City written notice of their intent to utilize such accrual towards creditable service no later than 90 days before such accrual is utilized. Complete details of the TCRS pension benefits are available from Human Resources.

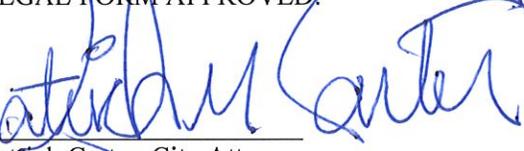
Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 7th day of September, 2021.


Jim Hagaman, Mayor

ATTEST:


April Goad, City Recorder

LEGAL FORM APPROVED:


Patrick Carter, City Attorney

Passed on First Reading: August 16, 2021

Passed on Second Reading: September 7, 2021



Date: August 6, 2021

Memo To: Board of Mayor and Aldermen

From: Matt Fitterer, Alderman

RE: Ordinance amending Employee Handbook – Creditable service

As discussed during the Aug 2 work session, both TCA and TCRS allow for unused sick time to be counted as creditable service.

Two section of the current Employee Handbook address the TCRS benefit and would need to be amended to accommodate this change.

Should information become available that TCRS provides allowance for a ceiling or cap to be placed on the number of days that may be counted towards creditable service, amendments could be offered and accepted to insert restrictions as willed by BOMA.

Two copies of the proposed ordinance change have been provided. One showing the red line changes to the existing employee handbook, and the other a clean version of the same.

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Retirement

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Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 6th-7th day of September, 2021.


Jim Hagaman, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney

Passed on First Reading: _____

Passed on Second Reading: _____