

**THE CITY OF FREDERICK
MAYOR AND BOARD OF ALDERMEN**

RESOLUTION NO: 22-20

A RESOLUTION concerning

Policies and Procedures Handbook for Employees of The City of Frederick

BACKGROUND

On June 2, 2011, the Board of Aldermen adopted Resolution No. 11-14, adopting a new Policies and Procedures Handbook for Employees of The City of Frederick ("Handbook"). Subsequently, the Board of Aldermen has adopted numerous additional resolutions amending various sections of the Handbook.

As part of its discussions following the completion of a comprehensive salary and benefits study in 2021, the Board of Aldermen determined that certain health and welfare benefits currently provided to full-time employees, including health insurance and dental insurance, should be extended to part-time employees who work 1040 hours or more each year and that the benefit waiting period should be eliminated. The Board of Aldermen further determined that certain survivors benefits should be offered to dependents of an employee upon that employee's death. The Board of Aldermen therefore desires to amend the Handbook accordingly.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF FREDERICK, as follows:

The Handbook, in Section "Benefits", Title "Health and Welfare Benefits", will be revised as shown on Exhibit A, attached hereto and incorporated herein by this reference.

AND BE IT FURTHER RESOLVED, as follows:

The Handbook, in Section "Benefits", Title "COBRA", will be revised as shown on Exhibit B, attached hereto and incorporated herein by this reference.

AND BE IT FURTHER RESOLVED that except as amended by this resolution, the Policies and Procedures Handbook for Employees of The City of Frederick remains as adopted on June 2, 2011 and subsequently amended by the Board of Aldermen.

ADOPTED AND APPROVED THIS 1st DAY OF DECEMBER, 2022.

WITNESS




_____ **Michael C. O'Connor, Mayor**

APPROVED FOR LEGAL SUFFICIENCY:


_____ **City Attorney**