

RESOLUTION NUMBER 042720-3

A RESOLUTION ESTABLISHING A TEMPORARY EARLY RETIREMENT INCENTIVE PROGRAM FOR THE CITY OF ABILENE, KANSAS.

WHEREAS, the City of Abilene, Kansas (the “City”) has adopted the commission-manager form of government under which the city manager appoints and removes all heads of departments and all subordinate officers and employees of the City upon merit and fitness alone pursuant to both state law and local ordinance;

WHEREAS, the City has adopted and utilizes the City of Abilene Employee Policies and Guidelines in the administration of personnel policies and practices as recommended by the city manager and approved by resolution of the governing body (the “Employee Personnel Manual”);

WHEREAS, the pandemic and public health emergency presented by COVID-19 have resulted in adverse economic impacts upon the City;

WHEREAS, the Governing Body desires to pursue cost savings by establishing an early retirement incentive program;

WHEREAS, the establishment of an early retirement incentive program may enable the City avoid or minimize layoffs and furloughs, and reduce current and future payroll costs, to meet the goal of attaining cost savings for the City.

THEREFORE, BE IT RESOLVED, by the Governing Body of the City of Abilene, Kansas:

Section 1. The City Manager is authorized to implement and administer an early separation incentive program (the “Program”) consistent with the terms and conditions of this resolution, and to offer participation in the Program to one or more City employees who voluntarily apply to participate in the Program and who meet the eligibility requirements set forth in Section 2 below.

Section 2. An employee shall be eligible to be considered by the city manager for participation in the Program if the employee:

- (a) is eligible to retire with full benefits with Kansas Public Employees Retirement System (KPERs) and/or Kansas Police and Firemen's Retirement System (KP&F) benefits; and
- (b) the employee is in good standing, at the time of retirement under the Program.

Section 3. The city manager shall approve or deny an employee's request for participation in the Program based upon the overall benefit to the City, taking into account the following criteria:

- (a) The immediate cost savings to the City resulting from elimination of the retiring employee's compensation and benefits;
- (b) The expected costs of replacing the retiring employee, if any; and
- (c) The impact on organizational efficiencies, and the City's ability to continue performing essential functions.

Section 4. An eligible employee approved by the city manager to participate in the Program shall be entitled to receive the following benefits upon retirement under the Program:

- (a) All customary and regular benefits the employee would be entitled to receive upon retirement pursuant to the Employee Personnel Manual; and
- (b) A lump-sum cash payment equal to fifteen percent (15%) of the wages which would otherwise be paid to the retiring employee from the effective date of retirement through December 31, 2020, but excluding any vacation leave, sick leave, or other paid leave or benefits that would accrue during such period. For purposes of calculating the retiring employee's wages under this section, the city manager shall utilize the average annualized wages paid to the employee during the first calendar quarter of 2020.

Section 5. An eligible employee approved by the City Manager to participate in the Program shall execute an early separation and release agreement, in a form to be developed by the city attorney and approved by the city manager. The early separation and release agreement shall contain the employee's formal written resignation from employment and such legal releases and consents as required by the city manager. The date of an employee's separation from employment under the Program shall be no later than July 1, 2020.

Section 6. This resolution shall be in full force and effect from and after its adoption.

Adopted by the Board of Commissioners and signed by the Mayor this 27th day of April 2020.



Chris Ostermann
Chris Ostermann, Mayor

Penny L. Soukup, CMC
Penny L. Soukup, CMC, City Clerk