



## RULE 4 - BENEFITS AND ALLOWANCES

### **Section 1. Clothing Allowances and Uniforms**

Clothing allowances and uniform privileges shall be set by the City Council in its annual budget and managed by administrative regulations by the City Manager.

### **Section 2. Reimbursement for Expenses**

The City Manager shall have the authority to establish administrative regulations providing for reimbursement to employees for actual and necessary expenses incurred while engaged in City business, including approved travel and conference expenses. City employees may only be reimbursed for such expenses when they have obtained prior approval of the City Manager.

### **Section 3. Health and Dental Insurance**

The City shall make group health and a group dental insurance coverage available for every regular or initial probationary employee who works in a budgetary approved position of 20 or more hours per week. Dependent coverage shall also be made available to employees for their families. The premiums for this insurance shall be paid by the City or the employee as determined by the City Council. Health and Dental insurance premiums paid by the City shall continue to be paid during any paid leave of absence. Premiums paid by the City shall continue to be paid when the employee is on industrial leave and is receiving Worker's Compensation, not to exceed one year. Premiums paid by the City shall continue to be paid when the employee is on unpaid leave of absence not to exceed one calendar month unless the absence is governed by federal or state law. Subsequent premiums shall be paid entirely by the employee if the employee wishes to continue the insurance coverage during the remainder of the unpaid leave. Any premiums normally required to be paid by the employee must continue to be paid by the employee during any leave of absence if the employee wishes to continue the insurance coverage during the absence.

### **Section 4. Life Insurance**

The City shall make group life insurance coverage available for every regular or initial probationary employee who works in a budgetarily approved position of 20 hours or more per week at least equal to the employee's annual salary. Additional life insurance coverage for the employee, spouse and dependent children shall also be made available. The premiums for this insurance shall be paid by the City or the employee as determined by the City Council. Premiums paid by the City shall continue to be paid during any paid leave of absence. Premiums paid by the City shall continue to be paid when the employee is on

industrial leave and is receiving Workers' Compensation, not to exceed one year. Premiums paid by the City shall continue to be paid when the employee is on unpaid leave of absence not to exceed one calendar month unless the absence is governed by federal or state law. Subsequent premiums shall be paid entirely by the employee if the employee wishes to continue the insurance coverage during the remainder of the unpaid leave. Any premiums paid by the employee must continue to be paid by the employee during a leave of absence if the employee wishes to continue the insurance coverage during the absence.

## **Section 5. Compensation for Pain and Suffering for Employees Injured While on Duty**

- A. An employee who sustains an injury while performing duties within the scope of employment for the City and who receives workers' compensation benefits for such injury may be entitled to receive additional payments to compensate for pain and suffering.
- B. Beginning January 1, 2012, an employee who sustains a work-related injury, unrelated to a previously approved workers' compensation claim with the City, and whose injury results in surgical, medical, and/or hospitalization expenses of \$70,000 or more shall be entitled to receive pain and suffering payments if the employee's surgical, medical, and/or hospitalization expenses meet or exceed the \$70,000 expense threshold. The employee shall be entitled to receive a pain and suffering payment equivalent to one-third of the eligible surgical, medical and/or hospitalization expenses that have been paid by the City on behalf of the employee.
- C. Beginning January 1, 2013, an employee who sustains a work-related injury, unrelated to a previously approved workers' compensation claim with the City, and whose injury results in surgical, medical, and/or hospitalization expenses of \$80,000 or more shall be entitled to receive pain and suffering payments if the employee's surgical, medical, and/or hospitalization expenses reach or exceed the \$80,000 expense threshold. The employee shall be entitled to receive a pain and suffering payment equivalent to one-third of the eligible surgical, medical and/or hospitalization expenses that have been paid by the City on behalf of the employee.
- D. Beginning January 1, 2014, the City Manager will annually adjust the expense threshold that must be met or exceeded in order for an employee to be eligible to receive pain and suffering payments. The City Manager will adjust the expense threshold every calendar year by the unadjusted percent change year over year of the "Medical Care Services" category of the Consumer Price Index-Urban (CPI-U). When the expense threshold applicable to the year in which the injury occurred is met, the employee shall be entitled to receive a pain and suffering payment equivalent to one-third of the eligible surgical, medical and/or hospitalization expenses that have been paid by the City on behalf of the employee.

- E. Employees who are eligible to receive pain and suffering payments prior to January 1, 2014, will not be affected by the City Manager's annual adjustments to the expense threshold.
- F. Any employee whose work-related injury was sustained prior to January 1, 2012, and whose injury results in surgical, medical, and/or hospitalization expenses of \$40,000 or more, shall be entitled to receive pain and suffering payments if the employee's eligible surgical, medical, and/or hospitalization expenses meet or exceed the \$40,000 expense threshold. The employee shall be entitled to receive pain and suffering payments equivalent to one-third of the surgical, medical, and/or hospitalization expenses that have been paid by the City on behalf of the employee.
- G. The pain and suffering benefits authorized by this Rule shall be reduced by any compromise of a lien against third party causes of action as authorized pursuant to A.R.S 23-1023 (c).
- H. Eligibility and payment for pain and suffering payments for workers' compensation cases that are reopened will be calculated and paid on a cumulative basis based on the date of the original claim and corresponding threshold.
- I. An employee will not be eligible to receive the payments described in this section if it is determined that the employee engaged in reckless or intentional conduct that contributed to the cause of the employee's injuries.
- J. Only probationary and regular employees who are actively employed by the City are eligible to receive pain and suffering payments.

Revised June, 1998 – Resolution No. 2849

Revised August, 1999 – Resolution No. 3401

Revised March, 2000 – Resolution No. 3207

Revised April, 2000 – Resolution No. 3244

Revised September, 2011 -- Resolution No. 4536

Revised September, 2014 – Resolution No. 4762