



ORDINANCE OF THE HAMMOND CITY COUNCIL

NO. _____

An ordinance to amend Rule V-12 of the Personnel Policies and Procedures Manual for City Employees 1) to correct the unintentional omission of the Retirement Group Insurance Plan from the manual and 2) to authorize benefit cards for participants under this plan.

WHEREAS, Ordinance 03-2942 C.S. provides for the City's Retirement Group Insurance Plan, which caps the City's contribution toward a retiree's health insurance;

WHEREAS, Ordinance 04-3023 C.S. provides for the Personnel Policies and Procedures Manual for City Employees, which, as adopted, unintentionally omitted the Retirement Group Insurance Plan;

WHEREAS, the Administration and the Council, having learned of the omission of the Retirement Group Insurance Plan from the Personnel Policies and Procedures Manual for City Employees and having included the cost of benefit cards for retirees in the cost of health insurance since 2018—including in the recently approved health insurance package for Calendar Year 2027—seek to correct this omission and to authorize benefit cards for participants under the Retirement Group Insurance Plan.

NOW, THEREFORE BE IT ORDAINED BY THE CITY OF HAMMOND that

Rule V-12 of the Personnel Policies and Procedures Manual for City Employees be amended to read:

Rule V-12 Group Insurance

Employee Group Insurance Plan:

- A. During orientation the Personnel Department shall advise every new employee of the various coverages available. Upon termination of employment with the City or loss of eligibility to remain covered under the various coverages provided, the Personnel Department shall advise the employee that the employee and any eligible dependents may have the right to continued coverage under COBRA regulations for a limited period of time at the employee's expense. Any rights under COBRA do not affect the conversion privilege as stated in the insurance policy.
- B. Life Insurance Beneficiary Designation. Regular full-time employees of the City may be offered coverage under the City's Group Life Insurance policy. The employee shall be responsible for designating the beneficiary by submitting the appropriate documents to the Personnel Department.

- C. Termination Of Insurance. The City reserves the right to limit or terminate any insurance coverage at any time.

Retirement Group Insurance Plan:

The City may offer a Retirement Group Insurance Plan to qualifying employees and elected officials upon separation of service in good standing with the City. If implemented, the City Retirement Group Insurance Plan will be governed as follows:

- A. In order to qualify for participation in the City Retirement Group Insurance Plan, an employee or elected official (collectively referred to as "Participant") must have continuous years of service with the City of Hammond as set forth herein and must meet all of the eligibility requirement set forth herein. The Participant must have also been covered under the City Group Health Insurance Program for at least 5 years prior to separation of service in good standing with the City.

EXAMPLE: If a Participant has "employee only" coverage under the City Group Health Insurance Program for the last year of employment, the Participant may only elect "employee only" coverage under the City Retirement Group Insurance Plan.

EXAMPLE: If a Participant has "family coverage" under the City Group Health Insurance Program for the last year of employment, the Participant may elect "family coverage", "employee and spouse" or "employee only" coverage under the City Retirement Group Health Insurance Program. However, once "family" or "spouse" coverage is dropped, it may not be later reinstated.

- B. Participants with at least 12 years but less than 20 years of continuous service may elect to remain covered under the City Group Health Insurance Program with the City paying 25% of the individual employee premium, not to exceed \$350.00 per month.
- C. Participants with 20 or more years of continuous service may elect to remain covered under the City Group Health Insurance Program with the City paying 50% of the individual employee premium, not to exceed \$350.00 per month.
- D. Participants who are elected officials with at least 8 years of continuous service in elective office may elect to remain covered under the City Group Health Insurance Program with the City paying 25% of the individual employee premium not to exceed \$350.00 per month.
- E. If a health reimbursement arrangement, or "benefit card," is offered by the City, participants may elect to continue this arrangement at current member-paid and City-paid amounts, the latter of which may exceed \$350 per month.
- F. In addition to other eligibility requirements, in order to be eligible for coverage under the City Retirement Group Health Insurance Program, a Participant and spouse and dependants, if covered, must not have reached the age of 65 years, except that any Participant, otherwise eligible, who is currently age 65 or older, will be allowed to participate in the City Retirement Group Health Insurance Program unless eligible for Medicare coverage.

The City ~~shall~~ is not required to offer coverage under the Program set forth above, and, in addition, if such Program is implemented, the City may choose discontinue the Program at any time upon one year notice.

The above and foregoing ordinance having being duly submitted to the Hammond City Council in writing; introduced at a public meeting on _____, **2026** of the Hammond City Council and discussed at a public meeting held on _____, **2026**; after motion and second was submitted to the official vote of the Hammond City Council.

On motion by Councilmember _____ and Second by Councilmember _____ the foregoing ordinance was hereby declared adopted on _____, **2026** by the following roll call vote:

Votes: Councilman Wells (), Councilman DiVittorio (), Councilman Andrews (), Councilwoman Gonzales (), Councilman Leon ().

WHEREFORE the above and foregoing ordinance was declared duly adopted on the ____ day of _____, **2026**, at Hammond, Tangipahoa Parish, Louisiana.

Kip Andrews
President, Hammond City Council

Honorable Pete Panepinto
Mayor, City of Hammond

Lisa Cockerham, Clerk
Hammond City Council