City of Amarillo
PT Plus Employees
2026 Benefits Guide

CITY OF
AMARILLO®
OPEN SPACES ★ ENDLESS OPPORTUNITIES

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Benefit Contacts

Resource	Phone in CST/Web Address
City of Amarillo Human Resources Department City Hall, 623 S. Johnson St., Rm. 1100	806-378-4235 (M-F, 8am to 5pm); **Benefits@amarillo.gov** **Amarillo Internet: amarillo.gov/handbook, select Employee Benefits**
Pension Plan - TMRS (City of Amarillo Plan #00030)	800-924-8677 (M-Th, 8am to 5pm; Friday 8am to 12pm) **www.tmrs.com or TMRS App**
Employee Assistance Plan (EAP) – AllOneHealth	800-451-1834 (24/7) or **AllOneHealth.com/portal** (for first time registrants Click "Sign Up" to create an account. Enter your work or personal email, the company code: **amarillo**, and a password), or **AllOneHealth App** (company code is **amarillo)** on the app store or google play.

Benefits Overview

When Coverage Begins:

On the first day of employment, eligible part-time plus employees will automatically be enrolled in the TMRS retirement and Employee Assistance Program (EAP) benefit plans.

Pension Benefits

Texas Municipal Retirement System (TMRS)

The Texas Municipal Retirement System (TMRS) is a retirement pension program for eligible City employees, including part-time plus employees. Eligible employees are automatically enrolled in TMRS when they are hired or when they become eligible due to a change in employment status.

Employees contribute **7% of their gross compensation** each pay period on a pre-tax basis and your employer will make a 19.82% matching contribution. Employee contributions are required and cannot be stopped while employed in an eligible position.

Vesting and Service Credit

Employees become vested with TMRS when you accrue five total years of service credit. You earn one month of service credit for each month you make a required contribution while employed in an eligible position.

If you leave TMRS-covered employment:

- **Vested members**: You may leave your deposits, including employee contributions and employer matching contributions with TMRS. Your account will continue to earn annual interest credits until you retire.
- **Non-Vested Members**: You may leave your employee contributions with TMRS up to five years, and they will continue to earn annual interest credits during that time.

Service Credit

Service credit from other statewide retirement systems or eligible governmental entities (includes active military duty service) may also count toward your TMRS retirement eligibility. Combining service credit may allow you to qualify for retirement sooner. Contact TMRS for more information about prior service credit.

Retirement Eligibility
To qualify for a TMRS pension annuity, you must meet one of the following requirements:

- 20 years of service credit at any age;
- Age 60 with at least five years of service credit; or
- Approval for disability retirement through TMRS.

Your TMRS Account
TMRS will mail an information packet to your home address on file. You will need to establish your TMRS account online at www.tmrs.com or through the TMRS App and designate your beneficiaries.

Be sure to keep your name, address and beneficiary information up to date with TMRS. Once you have five years of service credit, TMRS will require you to update your beneficiary information.

Planning for Retirement
If you are planning to retire, we recommend scheduling an appointment with the Human Resources Department **within 30 days of your planned retirement date** to review the retirement process and required steps.

To be eligible to retire and receive a pension annuity you must meet the following eligibility requirements. You must have at least 20 years of service at any age or be at least 60 years of age with 5 years of service or receive approval for disability retirement through TMRS.

Other Benefits/Information

Employee Assistance Program (EAP)

Your mental health and well-being matters. The City offers an Employee Assistance Program as one of our benefits, providing mental health counseling and a wide range of whole health support services for all employees and anyone living in your household starting on your first day of employment.

Your well-being is our priority. The EAP Member Portal will provide:

- Enhanced Features: Access mental health support, self-guided therapy (iCBT), financial wellness tools, work-life resources, and new medical advocacy referrals.
- Convenient Support: Easier navigation and seamless connection to services like live chat, phone support, and online request forms.
- Member Portal App or Via Your Computer: You'll be able to access the member portal from your mobile device or computer and request support anytime.
- Self-Scheduling Counseling Appointments: Members can book appointments on their own schedule – quickly and conveniently
- Webinar Registration: Easy access to register for upcoming live and on-demand educational webinars

How to Get Started:

1. Visit AllOneHealth.com/portal and click "Sign Up" to create an account using your email and company code: **amarillo**.
2. For help creating an account, click "Email Support".
3. You will receive an email confirmation to complete the registration process.

Download the AllOneHealth App

1. Download the AllOneHealth App on the app store or google play.
2. Company code to register is **amarillo**.

Free EAP Services Offered!

- **Request a Mental Health Session**
  Request counseling by submitting an online form or live chat. Choose from in-person or virtual counseling options to meet your needs. You and anyone living in your household receive up to six free, confidential counseling sessions per issue.
- **Request Referrals & Resources**
  Submit a request for family care and lifestyle support including childcare and eldercare referrals, legal referrals and financial consultation, personal assistant referrals and medical advocacy consultation.
- **Explore Thousands of Self-Care Articles & Resources**
  Health and lifestyle assessments, interactive checklists, soft skills courses, podcasts, resource locators, exclusive discounts, and expansive articles on whole health and well-being.
- **Visit Your Online Financial Center**
  Featuring worksheets, calculators, and a wide range of financial resources and tools to help reach personal goals and build financial wellness.

We provide these EAP benefits to help you thrive in all areas of life with holistic support for mental health, well-being, and more. These benefits are completely confidential to use. We encourage you to reach out to EAP for personalized support!

Name, Address and/or Beneficiary Changes

Keeping your personal information and beneficiaries up to date is important. The following information explains how to make changes based on your benefit plans.

- **Address/Name Changes**
  - These changes can be updated in Workday either through your computer or on the App. These changes are "not" transferred electronically to the benefit vendor. See additional information on how to make these changes in TMRS for your pension benefit.

- **TMRS – Log into your account at www.tmrs.com or call TMRS Customer Service at 1-800-924-8677**
  - Address/Phone Number Change – Click on **My Profile**, under Contact Information Click on **Change Home Address or Change Phone.**
  - Name Change – Click on **Contact TMRS**, then click on **For Retirees**, fill out Name Change form and submit to TMRS.
  - Beneficiary Change – Click on **Beneficiaries**, Click on **Update Retirement Beneficiaries**. Fill out the requested information.

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