

# Open Enrollment Is On the Horizon!

Enrollment begins Nov. 11



## Elect the Coverage You Need for 2025

Open Enrollment is your annual opportunity to make the best choices for your household by electing benefits for the new plan year. This year, Open Enrollment begins Monday, Nov. 11 and will end Friday, Nov. 22 at 5 p.m. Your Open Enrollment elections will take effect on Jan. 1, 2025.

## Eligibility and Enrollment

All regular, full-time employees working 30 or more hours a week are eligible to enroll in benefits during Open Enrollment. Enrollment is **active** this year, which means your current coverage will not roll over to the 2025 plan year. You must enroll to have coverage next year.

Flexible spending account (FSA) enrollment and health savings account (HSA) elections will not roll over—you must take action during Open Enrollment. If you do not take action by the deadline, FSA members will not have an account and HSA members will only have the City contribution to your HSA for the 2025 plan year.

### How to Enroll:

- Beginning Nov. 11, you can visit [mybentek.com/cityofburleson](https://mybentek.com/cityofburleson) to make your benefit elections.
- Click on the Menu button and select “Employee Benefits Center.” Then, select “Open Enrollment.”

## Dependent Eligibility Verification

If you are adding dependents to your insurance coverage, you must submit copies of documentation verifying their eligibility (marriage/birth certificate, Social Security number, etc.) in the BenTek Document Center or to Human Resources within 30 days.

## What’s New and Changing in 2025

(See full details in 2025 Benefits Guide)

### 2025 MEDICAL PREMIUMS

Premiums for both medical plans in all tiers will increase.

### 2025 VISION PREMIUMS

Premiums for individual and family tiers will increase.

### MEDICAL PLAN DESIGN CHANGES

#### High deductible/HSA Plan:

- Deductible will increase—Individual \$3,500, Family \$7,000.
- Coinsurance will increase to 20% after deductible is met.
- HSA city contribution will change—Employee only \$850, Employee Plus \$1,700.

#### Copay plan:

- Deductible will increase—Individual \$2,500, Family \$5,000.
- HRA is being discontinued as part of the Copay Plan.

### 2025 HSA ANNUAL LIMITS

The HSA annual limits are increasing to \$4,300 for individual coverage and \$8,550 for family coverage.

### HEALTH PREMIUM DISCOUNT

Health premium discount will increase to \$46.64 per month.

### UNITED HEALTHCARE—ONE PASS SELECT

One Pass Select is increasing monthly membership fees in 2025. Communication is being sent to participants directly. One Pass Select provides memberships to thousands of gyms, on demand fitness programs at home and nutritional meal delivery services.

### SHORT-TERM DISABILITY

- Short-term disability will be an employee paid, optional coverage through Symetra
- Waiting period is 14 days for illness/injury
- Monthly premium: \$0.242 per \$10 weekly covered benefit up to \$1,500
- Bi-weekly payroll deduction

**Note:** To offer short-term disability, we must have a 25% minimum enrollment.

### NEW! PET INSURANCE

Employees may voluntarily enroll in pet insurance through Spot and get peace of mind to cover accidents, illnesses and wellness visits. Pet insurance helps ease the financial burden when your loved pet needs health care. There is 24/7 pet telehealth as well as discounts on pet products and services. Employees must enroll directly at <https://spotpet.link/burleson>. Spot does not allow payroll deduction at this time.

### NEW! FIRST RESPONDER HEALTH

A program for first responders designed by first responders, offering specialized services for first responders and their families with providers that have occupational experience to meet the needs of our Police, Fire, Public Safety Communications and Animal Services staff.

### NEW! PERSONAL LEAVE DAY

- We are adding one personal day off for full-time employees that can be scheduled and used each October 1 to September 30. Unused time will not carry forward or be paid out.
- Catastrophic Leave Donation program—employees helping employees by voluntarily donating leave time, 8 hours up to 40 hours, each year for those who have exhausted leave. Employees that donate time are eligible to receive donation as well.

**Note:** Refer to the Employee Handbook for details.

## **NEW! BURLESON ANIMAL SERVICES DONATION**

You can choose to make a bi-weekly payroll deduction to support Burleson Animal Services. Your generous contributions go directly to helping the animals in the shelter and providing essential resources they need. Every dollar counts!

## **Benefit Reminders:**

### **ANNUAL MEDICAL PREVENTIVE EXAM**

Remember, there is no waiting period between annual exams—you can schedule your annual preventive exam and stay on top of your health, even if it's been less than 12 months since your last appointment.

### **ADVOCATE 4 ME**

Navigating health care can be challenging, but you can always contact Advocate 4 Me. Representatives are ready to help you understand your coverage today at (866) 844-4864 or [myuhc.com](http://myuhc.com).

### **WELLNESS DAYS OFF**

Full-time employees have the ability to earn up to two wellness days off for various wellness activities, including volunteerism. Your digital/paper wellness logs are due to HR by the last business day in December.

### **HEALTH PREMIUM DISCOUNT**

If you are on the medical plan, don't forget to complete the Annual Wellness Form to get your health premium discount. You must submit your health assessment Rally Survey email confirmation and completed Annual Wellness Form to HR by December 31.

### **457(b) PLAN AND ROTH FOR RETIREMENT**

You can ensure a secure financial future now by participating in the 457(b) plan and/or Roth. To enroll online, visit [myretirementbenefit.voya.com/voq](http://myretirementbenefit.voya.com/voq) (plan number: 664FN2; plan verification number: 664FN299).

### **DISCOUNTS**

- **BenefitHub** discount marketplace provides you with access to discounts, rewards and perks on items such as tickets, electronics, travel, sports, local deals and more. Visit [burlesontx.benefithub.com/Welcome](http://burlesontx.benefithub.com/Welcome) to sign up for your new discount marketplace.
- **TicketsatWork** offers exclusive discounts, special offers, access to preferred seating and tickets to top attractions, theme parks, shows, sporting events, movie tickets, hotels and more. Access your discounts at [www.ticketsatwork.com/tickets](http://www.ticketsatwork.com/tickets) and use company code BURLESONFUN.



## **Questions?**

If you have questions on enrollment or general benefits information, contact Human Resources at (817) 426-9642. For help enrolling in coverage, contact the BenTek® Support Line at [support@mybentek.com](mailto:support@mybentek.com) or (877) 523-6835, Mon. through Fri., 8:30 a.m. to 5 p.m. CT.

**For more details on our new benefits and changes, check your 2025 Benefits Guide.**