



CITY OF ROSEMEAD

BENEFITS SUMMARY EXECUTIVE MANAGEMENT SERVICE

RETIREMENT MEMBERSHIP

- Membership in the California Public Employees' Retirement System (CalPERS).
- Participates in Social Security system.

Classic CalPERS Members:

- Tier 1: 2.7% @ 55 formula for employees hired before July 1, 2010.
- 8% Employee share towards CalPERS effective January 1, 2018, for 2.7% @ 55 formula.
- Tier 2: 2% @ 55 formula for employees hired on or after July 1, 2010.
- 7% Employee share towards CalPERS effective January 1, 2018, for 2% @ 55 formula.
- Single highest year calculation.

Non-Classic (PEPRA) CalPERS Members:

- 2% @ 62 formula.
- Highest average annual pensionable compensation during a period of at least 36 months.
- Must pay 50% of total normal cost as employee contribution rate, currently 6.75%.

SOCIAL SECURITY

Employee contributes 6.2%. Employer contributes 6.2%

MANAGEMENT INCENTIVE PAY

Employee will receive 6% of base pay due to the unique nature of executive management jobs. This is not overtime pay and is not tied to a specific number of hours worked.

HEALTH, DENTAL & VISION PLANS

- Benefit allowance of \$1,700 per month to be used toward employee and dependents. Any unused balance can be put into a deferred compensation plan or taken as a taxable cash-back allowance.

- Effective November 1, 2021, allowance will be increased by \$100 per month for "out of pocket" health costs with no additional cash-back allowance.
- Effective December 1, 2021, new hires will not receive any unused portion of the allowance and the opt-out allowance is reduced to \$500 per month.
- CalPERS Medical
- Ameritas Dental
- VSP Vision

ADMINISTRATIVE LEAVE

Accrualable – 3.08 hours per pay period with a 2 year accrual cap (160 hours).

RETIREMENT HEALTH PLAN – July 1, 2007, or Prior

The allocation amount will be used to pay for health care benefits for the duration of the employee's retirement. If the health care benefit(s) cost is over the allocation amount, the City will only cover the allocation amount given:

- Employees who retire with 20 years or more of service, will receive an allocation of up to \$1,000/month to pay for health care benefits for the duration of their retirement.
- Employees who retire with 12-19 years of service, will receive an allocation of up to \$500/month to pay for health care benefits for the duration of their retirement.
- Once the retiree reaches the age of 65 or becomes eligible for Medicare, the retiree must transition to Medicare coverage, with the City paying the remaining cost of the health insurance coverage up to a maximum contribution as defined above.
- Employees hired after July 1, 2007, will receive retiree health benefits in accordance with public employees' retirement laws and CalPERS.

WORK-LIFE BALANCE

- 4/10 work schedule.
- Flexible scheduling upon City Manager approval which may include utilizing flextime.

ENHANCED RETIREMENT PROGRAM (PARS)

Employees hired prior to July 1, 2010, who retire with 20 or more years of service will have their pension formula enhanced to 3% @ 55, with the provision that the maximum pension allowance that the employee can accrue through PARS is 90% of their final pay.

Employees must be at least 55 years of age to qualify for PARS. Employees hired on or after July 1, 2010, are ineligible for the Enhanced Retirement Program through PARS.

EMPLOYER FUNDED DEFERRED COMPENSATION PROGRAM

The City set up and began contributing a percentage of the employee's salary based on years of service into a deferred compensation account. This program is available to employees hired prior to July 1, 2010. Employees hired on or after July 1, 2010, are ineligible for the employer funded deferred compensation program.

<u>Years of Service</u>	<u>% of Salary Contributed into Deferred Compensation</u>
0-4	1%
5-9	2%
10-14	3%
15-19	4%
20+	5%

DEFERRED COMPENSATION 457

Income may be deferred through the ICMA-RC, 457 Deferred Compensation Plan, which allows employees to make contributions voluntarily through payroll deductions.

PAID HOLIDAYS

The following holidays are recognized and observed as paid holidays:

New Year's Day	Independence Day
Martin Luther King Jr.	Labor Day
Presidents Day	Veteran's Day
Cesar Chavez	Thanksgiving Day
Memorial Day	Christmas Eve
Juneteenth	Christmas Day

SICK LEAVE

- Accruable – 10 hours per month.
- Sick leave hours will be capped at 500 hours for all employees hired after November 30, 2021.
- Employees may begin taking accrued sick leave after 30 days of employment.
- 120 hours paid sick leave per year.
- New employees may transfer up to 200 hours of uncompensated sick leave from previous employer.
- Sick leave balance will be forfeited and will not be paid out at the termination (voluntary / involuntarily) of employment.

VACATION

- Employees may begin taking accrued vacation after 6 months.

<u>Years of Service</u>	<u>Hours/Pay Period</u>	<u>Hours/Per Year</u>
Up to year 1	3.85	100
1 – 13	5.38	140
13+	6.15	160

- Once per calendar year, City may buyback up to 40 hours (1 week) of accumulated unused vacation time.

BEREAVEMENT LEAVE

Employees are entitled to four (4) paid days (40 hours) off per incident in the event of the death of an immediate family member.

JURY LEAVE

Jury service fees must be provided to the Finance Department to be compensated up to 80-hours, and with approval of the City Manager, employees may be compensated based on trial length.

LIFE & ACCIDENTAL DEATH & DISMEMBERMENT

INSURANCE

\$100,000

SHORT TERM DISABILITY (STD)

- 66.67% of base salary with 15-day wait period.
- Maximum disability benefit amounts up to \$1,848 per week until medically able to return to work, begin utilizing LTD, or until the age of 65.

LONG TERM DISABILITY (LTD)

- 66.67% of base salary with 90-day wait period.
- Maximum disability benefit amounts up to \$8,000 per month until medically able to return to work or until the age of 65.

FLEXIBLE BENEFIT PLAN (FSA – SECTION 125)

Allows employees to pay for childcare, adoption, and unreimbursed medical and insurance premium expenses with pre-tax dollars.

FLEXIBLE SCHEDULING

Depending on the area of assignment, an alternate work schedule and/or any prolonged telecommuting arrangement must be approved by the City Manager.

Any alternate workweek must be approved, in writing, by the City Manager.

FLEXIBLE SCHEDULING ON SPECIAL EVENTS

Based on economic or business necessity, all full-time team members are required to work special events with the ability to “flex” their hours to meet the human resources demands of the City’s special events, which include:

- 4th of July Parade/Carnival/Fireworks Show

The City Manager may authorize the “flexing” of all hours within the same workday or workweek of the special event.

MERIT BASED COMPENSATION SYSTEM

Employees’ salaries are based on a salary range that provides the minimum and maximum salary levels approved by the City Council. Progression in the salary range is based on the employee’s level of performance.

Level of Performance

Substantially Exceeds Expectations
Exceed Expectations
Meets Expectations
Needs Improvement

% of Increase

7% - 9%
4% - 6%
0% - 3%
0%

CONTINUING PAY FOR PERFORMANCE

At the discretion of the City Manager, an employee who has achieved and maintained the maximum salary of their classification for one full year may be eligible to receive a lump sum performance-based incentive pay bonus for continuing exceptional performance. The calculation of the incentive pay bonus will be based on a percentage of the current annual rate of base salary for the identified period in which the compensation was earned. For an overall performance rating of “Substantially Exceeds Expectations,” an incentive pay bonus up to five percent (5%) of annual pay may be granted.

AUTO ALLOWANCE

Employees may receive up to \$500 per month based on business necessity as determined by the City Manager based on the driving demands of the position.

TELECOMMUNICATIONS ALLOWANCE

Allowance of \$100 per month for employees using personal cell phones in lieu of City-issued devices based on City Manager approval. In addition, reimbursement of up to \$1,000 for cellular equipment will be provided upon receipt of invoice initially and once every three (3) years thereafter, if necessary, to replace existing equipment.

TECHNOLOGY EQUIPMENT

Employees may be provided with a laptop, tablet, iPad, or other devices to be used for City business. The equipment may be stored and used at home.

EMPLOYEE ASSISTANCE PROGRAM (EAP)

Magellan Health – health & wellness assistance.

COMPUTER PURCHASE PROGRAM

The City will finance \$300 – \$2,000 at 0% interest per eligible employee after the completion of a six-month probationary period. Two (2) year maximum repayment.

WELLNESS PROGRAM

The City provides up to \$300 in reimbursement for qualifying expenses through the City's Wellness Program.

CREDIT UNION/DIRECT DEPOSIT

F&A Federal Credit Union with optional participation in direct deposit.

TUITION REIMBURSEMENT

Employees may attend and be reimbursed for part or all the costs of educational and other training courses (up to \$5,000 per fiscal year), which provides a benefit to the City provided there are budgeted funds for such approval by the City Council. The employee must remain with the City for three (3) years after successfully completing the class/course or must refund the amount received to the City on a pro-rated basis.