CITY OF LA MESA
SUMMARY OF FRINGE BENEFITS
SWORN & NON-SWORN POLICE EMPLOYEES
January 2013

Retirement: All regular City employees are members of the California Public Employees' Retirement System (CalPERS). Employees are enrolled in one of the following retirement formulas. Additional benefits are provided in accordance with the City's CalPERS contract.

Sworn Safety Employees

	Hire Date	Retirement Formula	Employee Contribution	Final Compensation Formula
Tier 1	Hired on or before January 20, 2011	3% @ 50	9%	1 Year
Tier 2	Hired on January 21, 2011 through December 31, 2012	3% @ 55	9%	1 Year
Tier 3	Hired on or after January 1, 2013*	2.7% @ 57	9%	3 Years

Non-Safety Employees

	Hire Date	Retirement Formula	Employee Contribution as of 1/1/13	Final Compensation Formula
Tier 1	Hired on or before January 20, 2011	3% @ 60	8%	1 Year
Tier 2	Hired on January 21, 2011 through December 31, 2012	2.5% @ 55	8%	1 Year
Tier 3	Hired on or after January 1, 2013*	2% @ 62	8%	3 Years

P.O.S.T. Incentive Program: **(Sworn only)** An additional increment of 5 percent shall be added to the basic salary range of the classification for an employee who has obtained an Intermediate P.O.S.T. Certificate, and an additional increment of 10 percent shall be added to the basic salary range of the classification for an employee who has obtained an Advanced P.O.S.T. Certificate.

Vacation: After six months of continuous employment, vacation is available to employees as accumulated. Employees earn paid vacation as follows:

Months of Service	Vacation Hours Authorized Per Year	Accrual Rate Per Pay Period
0 – 60 Months	80	3.077
61 – 120 Months	120	4.615
Over 120 Months	160	6.154

Unless a specific exemption is provided by the City Manager, an employee may carry not more that two (2) times the yearly allowance of vacation leave.

Sick Leave: Earned at the rate of 3.692 hours per pay period (96 hours per year).

Sick Leave Conversion: Employees may convert a portion (above 192 hours) of accumulated sick leave to an equal amount of vacation or pay, based on the formulas below. For purposes of this program, usage is calculated using a defined (12) month period that begins and ends with the first pay period in November.

40-Hour / 5-Day Work Schedule		9/80 Work Schedule		4/10 Work Schedule		3/12 Work Schedule	
Hours Used	Max Convertible Hrs	Hours Used	Max Convertible Hrs	Hours Used	Max Convertible Hrs	Hours Used	Max Convertible Hrs
8 or less	40	9 or less	40	10 or less	40	12 or less	40
8.1 to 24	32	9.1 to 27	32	10.1 to 30	32	12.1 to 36	32
24.1 to 40	24	27.1 to 45	24	30.1 to 50	24	36.1 to 60	24
Over 40	Not Eligible	Over 45	Not Eligible	Over 50	Not Eligible	Over 60	Not Eligible

Unused Sick Leave Reimbursement: **Sworn** employees are eligible to convert unused sick leave to additional years of service as provided through the CalPERS sick leave conversion program. Sworn employees with 10 or more years of service may elect to convert to cash an amount equal to 40 percent of a maximum of 1200 hours of their sick leave upon normal or disability retirement, or death. **Non-Sworn** employees with ten (10) or more years of service shall be paid an amount equal to 25 percent of a maximum of 1200 hours of the current cash value of the unused sick leave credited to his or her account upon normal or disability retirement, death, or termination for any reason.

Holiday Leave/Pay: In lieu of observing current City holidays, employees shall be allowed to be absent at the rate of 112 hours per calendar year (prorated from date of hire through December 31 of each year). Employees who are scheduled to work on the holidays of Thanksgiving, Christmas, or Easter shall be paid at a rate two times their regular rate of pay for actual time worked on these days. Employees that work overtime or are called back on the above holidays shall be paid at a rate of 2 ½ times their regular rate of pay.

Use of Paid Leave Upon Resignation: An employee who resigns shall not use paid leave to extend his/her resignation date. The last day worked shall be considered the date of resignation, and compensable accrued paid leave shall be paid off in lump sum. Employees who retire may use paid leave to extend their retirement dates with prior approval of the City Manager. Leave (except catastrophic and compensatory leave) must be earned prior to the pay period in which it is used.

Out-Of-Class Pay: Where an employee is temporarily assigned to a higher job classification for the convenience of the city for a period of not less than one full shift (8, 10, 12 hours, depending on the shift of the individual being replaced), he/she will be paid at least five (5) percent above his/her regular rate, or the A step of the class in which he/she is working, whichever is higher, for the period he/she continues in the new assignment to the higher classification.

Physical Fitness Program: This voluntary program is designed to promote greater overall health, reduced illness and reduced injuries for sworn and non-sworn program participants. It consists of Police Department proctors testing the fitness level of the employee on a quarterly basis. Paid time off will be awarded to the employee at their regular rate of pay based on the testing procedures outlined in the MOU.

Cafeteria Plan: The City offers a Cafeteria-style plan in which each employee receives a fixed amount of FlexNet credits to purchase health coverage. Health coverage is available through CalPERS. Dental is available through Delta and Golden West. All dental plans include an exam-only vision plan. A vision "buy-up" plan is available to Delta enrollees. Employees may also contribute pre-tax earnings into the City's Section 125 Flex Spending plan. Employees may make contributions for both health and dependent care reimbursement. Proof of insurance is required for employees that do not choose to take health coverage. Effective January 1, 2013, the City shall make contributions to the cafeteria benefit plan according to the following formulas:

NO CITY HEALTH INSURANCE COVERAGE	$115.00
EMPLOYEE ONLY	$550.22
EMPLOYEE + 1 DEPENDENT	$979.72
EMPLOYEE + 2 OR MORE DEPENDENTS	$1,279.62

Life Insurance: The City pays for the cost of life insurance in an amount equal to the employee's annual compensation. Employees may purchase voluntary life insurance up to 5x annual compensation (maximum of $500,000) at a cost of $0.95 cents per $10,000 of coverage. The City also purchases $5,000 in life insurance for a Spouse and $2,500 for each eligible Dependent Child. Spouse voluntary life

insurance may be purchased in units of $5,000 but cannot exceed 50% of the employee benefit. Child life insurance may be purchased in units of $2,000 up to $10,000.

Accident Indemnity/Cancer Indemnity/Disability Income Protector: The City provides voluntary benefits through AFLAC. The personal accident plan features benefits for emergency treatment, follow-up treatment, initial hospitalization, hospital confinement, physical therapy, accidental death, and other wellness benefits. The personal cancer plan features benefits for first-occurrence, hospital confinement, medical imaging, radiation and chemotherapy, immunotherapy, and cancer screening wellness benefits. The Disability Income Protector provides a source of income while unable to work due to an accident or illness.

Employee Assistance Program (EAP): Provides confidential professional assistance to employees and family members who are experiencing personal problems (six sessions per EAP issue). There is no cost to the employee for EAP counseling. If further treatment is recommended, there may be costs to the employee and/or benefits may be coordinated with individual medical insurance plans.

Deferred Compensation: City employees have the opportunity to build their retirement savings and reduce taxable income by participating in the City's Section 457 deferred compensation program. The City's plan is administered by the ICMA Retirement Corporation. Participation is handled through payroll deduction. The City does not make any contributions to this plan.

Tuition Reimbursement: The City shall reimburse, up to a maximum of $1,000 per fiscal year, any full-time employee for tuition and textbook costs for an approved college course related to the employee's job responsibilities. In order to qualify for reimbursement, the employee must receive a "C" grade or better. In addition, the $1,000 may be used for non-college classes that are job-related and enhance job skill.

Social Security/Medicare: All employees **EXCEPT** Sworn-Safety personnel are required to contribute to Social Security and Medicare. Safety employees hired on or after April 1, 1986 are required to participate in Medicare.

Bilingual Pay: Employees who are regularly required to use their bilingual or sign language skills in the performance of their duties may receive an additional $50 per month.

Uniform Allowance: The City will provide employees in certain classifications an annual uniform allowance as listed below, payable the first pay period in October of each year, for the purchase and maintenance of uniforms in accordance with departmental uniform policies. The uniform allowance for new employees shall be one full year's allowance plus the amount prorated for the period from date of hire to September 30, and shall be paid to the employee as soon as possible and practical after date of hire. Employees will not receive the October uniform allowance in their first year of employment.

Police Officer, Officer Trainee, Corporal, and Sergeant:	$700
Animal Control Officer & Community Services Officer:	$550
Police Dispatcher & Police Services Technician:	$500
Communications Supervisor & Police Property Officer:	$500

Jury Duty: (**Non-Sworn Only)** Court leave is paid leave granted by the city to enable an employee to fulfill his/her duty as a citizen to serve as a juror, or as a prospective juror, or to serve as a witness in a court action to which the employee is not a party, before a Federal, Superior, or Municipal Court located within San Diego County. Upon receipt of a notice to serve as a juror, the employee will notify his/her division commander of the notice and scheduled time of service. When in the opinion of the Police Chief, such duty will adversely affect the operations of the Department, the employee will request deferral or exemption from jury duty. The City will submit a letter confirming the need for such deferral or exemption if required by the court.

State Disability Insurance (SDI): **Non-Sworn** employees **only** pay into and are covered by SDI. Premiums are automatically deducted from paychecks. In case of a non-work related injury, it pays a portion (approximately 2/3) of employee's salary.

Computer Loan Program: Employees may obtain an interest-free loan, up to $2,500, to purchase computers, related equipment, and software. This program is intended to increase computer literacy, which is beneficial to employees, the City, and the citizens we serve. Unless terminated by the City, this program will continue indefinitely.

No Smoking Policy: Employees may not smoke or use tobacco products while in City buildings or City vehicles and, in some cases, while on duty. Check with your supervisor for further restrictions.

For additional detailed information regarding salaries and benefits, you may request a copy of the MOU document from a representative of the bargaining unit that represents you.