

**City of Garden Grove**  
**Middle Management Employee Benefits**  
**January 2019**

**Holidays**

Fourteen (14) paid holidays annually (up to 125 hours)

- January 1<sup>st</sup> (New Year's Day)
- Third Monday of January (Martin Luther King Jr. Day)
- Third Monday of February (President's Day)
- Last Monday of May (Memorial Day)
- July 4th (Independence Day)
- First Monday in September (Labor Day)
- November 11<sup>th</sup> (Veteran's Day)
- Fourth Thursday in November (Thanksgiving Day)
- Day after Thanksgiving (8 hour day)
- December 25th (Christmas Day)
- Two (2) work days - the week between Christmas Eve and New Year's
- Two (2) Floating holidays

\* See MOU for day of observance

**Vacation**

80 hours upon completion of one (1) year  
120 hours after one (1) year – 10 hours per month  
144 hours after nine (9) years – 12 hours per month  
168 hours after fourteen (14) years – 14 hours per month  
207 hours after nineteen (19) years – 17.25 hours per month  
246 hours after twenty-four (24) years – 20.5 hours per month

Vacation Buy-Back – Management employees may cash out vacation hours at any time during the year but must maintain a balance of 80 hours.

**Sick Leave**

Sick leave accrues at the rate of eight (8) hours with pay for each full calendar month of service. Employee may use up to 48 hours as “family sick leave” for immediate family members each calendar year.

Sick Leave Annual Sell Back - After accumulating 240 hours, employee can sell back 50% of annual unused sick leave at \$.70 on the dollar of the base hourly rate.

Sick Leave Payoff - Upon retirement, employee may: Receive 50% of the cash value of sick leave and the remainder of sick leave reported to the Public Employees' Retirement System (PERS) as service credit; or, 100% of accumulated, but unused hours of sick leave reported to PERS toward the extension of service credit.

**Cafeteria Plan Contribution**

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The City provides each eligible employee a fringe benefit allocation to purchase benefits for themselves and their dependents. After employee selects health coverage, employee can use any remaining dollars for dental or vision. If waiving dental and/or vision, excess funds are cashed out to employees bi-weekly. The below chart indicates the allocation amounts based on employee's selection of health insurance coverage (employee only, employee and one dependent, employee and full family, or if employee chooses to waive coverage).

### Monthly City Contribution

Employee Only	\$655.00
Employee & One Dependent	\$1,120.00
Employee & Full Family	\$1,400.00
Waiver of Coverage	\$205.00

## Benefits

Insurance Premiums - All employee deductions for medical, dental, and IRS allowed benefits not deducted from your fringe benefit allocation are done on a pre-tax basis.

Medical Insurance - You have option of the following plans:

- Blue Shield Access+ HMO
- Kaiser Permanente
- Anthem HMO Traditional
- Anthem HMO Select
- Sharp (Southern Counties Only)
- Health Net Salud y Más
- Health Net SmartCare
- PERS Care/Blue Cross
- PERS Choice/Blue Cross
- PERS Select/Blue Cross

Dental Insurance - You have option of the following plans:

- Delta Preferred - PPO
- Delta Care – HMO

Vision Service Plan - Employee may elect to participate at his/her expense in an eye care plan. Plan provides for vision services at reduced rates.

Life Insurance - City carries a plan for all employees that covers employee for one (1) times annual base salary rounded up to the nearest \$1,000. Additional life insurance of up to five times annual salary (\$500,000 maximum) is available for a fee to the employee. Coverage on employee's dependent(s) is also available.

Long Term Disability Insurance (City paid basic plan) - After being off work 60 consecutive days, employee receives 66-2/3 of monthly base salary up to a maximum benefit of \$8,000 per month.

Flexible Reimbursement Plans (Health Care or Dependent Care) - Employee may deduct monies on a pre-tax basis into a medical reimbursement account (\$2,700 annual maximum) and/or a childcare account (\$5,000 annual maximum) in accordance with IRS regulations.

Deferred Compensation Plan - Employee may contribute to a 457 (b) account up to the maximum as determined by the IRS annually. There is no City contribution.

## Retirement

In accordance with the new Public Employee’s Pension Reform Act (PEPRA), the following pension formulas have been adopted:

<b>Current Miscellaneous Formula (Tier I)</b>	<b>New Miscellaneous Formula (Tier II)</b>
2.5% at age 55	2.0% at age 62
Effective through 12/31/12	Effective 01/01/13 and after
Final Compensation: 1-year average	Final Compensation: 3-year average
Employee Contribution Rate: 8%	Employee Contribution Rate: Half of Normal Cost <sup>1</sup>
Sick Leave Service Credit	Sick Leave Service Credit
1959 Survivor Benefit (index level)	1959 Survivor Benefit (index level)
\$5,000 death benefit	\$5,000 death benefit

Employees hired after January 1, 2013 that have already been enrolled in CalPERS or a reciprocal retirement system and do not have a break in service of more than six months, may be hired into Tier I. Employees hired after January 1, 2013 that have never been enrolled in CalPERS or have a gap in service greater than six months will be hired into Tier II.

**Tuition Reimbursement Program**

Management employees are eligible to participate in the Tuition Reimbursement Program.

**Bilingual Pay**

Employee may receive \$70 per pay period if designated by department head and certified by the Personnel Office to use bilingual verbal and translation abilities for languages such as Spanish, Korean, Vietnamese, or other designated languages.

**Bereavement Leave**

Employee may receive up to four (4) working days off with pay upon death of an extended family member. One (1) additional day may be granted if required to travel greater than 500 miles one way and approved by department director.

**On-The-Job Injury Leave**

City will pay up to six (6) months full salary if employee has a job-related injury that causes total disability from performing regular duties.

**Jury Duty**

City will pay for up to 15 working days in a calendar year for jury duty service.

**Administrative Leave**

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<sup>1</sup> CalPERS calculates employee contribution rates annually, so this percentage is subject to change

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Program provides employees with forty (40) hours of administrative leave for use each calendar year beginning January 1. New employees hired after July 1 shall be allowed to use up to twenty (20) hours during that year. There is no limit on the number of hours that can be used in any pay period and it cannot be carried over to the next year.

**Note:** This is a summary only of fringe benefits available to General Management employees. Complete descriptions and eligibility criteria may be obtained from Human Resources.