



## CITY OF RIALTO BENEFITS SUMMARY

### RIALTO CITY EMPLOYEE'S ASSOCIATION (RCEA) EFFECTIVE JULY 1, 2020

The following is a general outline of employee compensation and benefits. For a complete explanation of benefits, benefit eligibility and restrictions please refer to the Rialto City Employee's Association (RCEA) Memorandum of Understanding (MOU).

#### COMPENSATION

**Salary:**

Established by City Council via the City of Rialto Classification and Compensation Plan.

**Salary Range:**

Salary ranges consist of seven (7) steps.

**Salary Adjustments:**

Salary adjustments established by City Council via agreement with Association Terms and Employment Conditions:

- Cost of Living Adjustment: July 1, 2019; the City will increase represented employees' base salary by 2.4% effective the first pay period following City Council approval, which will be reflected in the Classification Compensation Salary Table.
- Cost of Living Adjustment: July 1, 2020; the City will increase represented employees' base salary by 2.4% effective the first pay period including July 1, 2020. Adjustment changes will be reflected in the Classification and Compensation Table.

**Salary Progression:**

Employees shall be paid in accordance with the Classification and Compensation Plan. Step advancement may take place after six (6) months if hired at step 1 or 2. Otherwise, advancement is typically following twelve (12) months of satisfactory service. Upon promotion, an initial step advancement may occur after six (6) months or placement amongst steps 1 or 2 of the salary table.

**Bilingual Pay:**

The City shall pay one hundred dollars (\$100) per pay period for employees whose position has been designated by the department head as bilingual and whom passes the City examination for fluency in Spanish.

**Education and Certification Incentive Pay:**

- Associates Degree: An employee who has completed the probationary period and has attained an Associate of Arts or Science degree from an accredited college shall receive an additional three percent (3%) of his/her regular base salary.
- Bachelor's Degree: An employee who has completed the probationary period and has attained a Bachelor of Arts or Science degree from an accredited college shall receive an additional five percent (5%) of his/her regular base salary.

- **Master's Degree:** An employee who has completed the probationary period and has attained a Masters degree from an accredited college shall receive an additional seven and one-half percent (7.5%) of her/her regular base salary.
- **Certification Pay:** The City and the Association mutually agree to provide a five percent (5%) adjustment to all employees who have completed the coursework and attained any certification (per the list provided within the MOU) to his or her current base salary.

**Tuition Reimbursement:**

Up to two thousand five hundred dollars (\$2,500 per fiscal year of expenses for tuition by employees).

**Longevity Pay:**

Longevity pay shall be defined as Longevity Pay for City Service and/or Longevity Pay for Public Service Experience Pay.

City Service is pensionable compensation:

YEARS OF CITY SERVICE	
5-9 years	Three percent (3%)
Ten + Years	Six percent (6%)

**BENEFITS**

**Cafeteria Plan Allotment:**

Employees have the choice of applying Cafeteria Plan dollars to purchase health, vision, and dental benefits provided through City plans. The City's contribution to the Cafeteria Plan for each employee of the Bargaining Unit will be one thousand, three hundred dollars per month to go towards the employee's contributions for health vision, and dental insurance premiums. (July 1 – December 31, 2019 = \$1,300.00 per month).

**Medical Insurance:**

Plan Year 2020 (LA, San Bernardino, Ventura Region Rates)	Employee Only		Employee +1		Employee + Family	
	Monthly	Semi-Monthly	Monthly	Semi-Monthly	Monthly	Semi-Monthly
Anthem HMO Select	\$619.93	\$309.97	\$1,239.86	\$619.93	\$1,611.82	\$805.91
Anthem HMO Traditional	\$902.63	\$451.32	\$1,805.26	\$902.63	\$2,346.84	\$1,173.42
Blue Shield Access+	\$813.17	\$406.59	\$1,626.34	\$813.17	\$2,114.24	\$1,057.12
Blue Shield Trio	\$624.93	\$312.47	\$1,249.86	\$624.93	\$1,624.82	\$812.41
Health Net Salud Y Mas HMO	\$392.31	\$196.16	\$784.62	\$392.31	\$1,020.01	\$510.01
Health Net SmartCare HMO	\$648.42	\$324.21	\$1,296.84	\$648.42	\$1,685.89	\$842.95
Kaiser Permanente HMO	\$664.39	\$332.20	\$1,328.78	\$664.39	\$1,727.41	\$863.71
PERS Choice PPO	\$710.29	\$355.15	\$1,420.58	\$710.29	\$1,846.75	\$923.38
PERS Select PPO	\$435.74	\$217.87	\$871.48	\$435.74	\$1,132.92	\$566.46
PERS Care PPO	\$931.12	\$465.56	\$1,862.24	\$931.12	\$2,420.91	\$1,210.46
United Healthcare HMO	\$668.31	\$334.16	\$1,336.62	\$668.31	\$1,737.61	\$868.81

Cafeteria Plan – Opt Out Provision:

Current employees may opt to a maximum of \$1,100.00 per month which is not utilized to purchase any of the benefits through the City. Effective November 13, 2018; any newly hired employees shall be limited to a one hundred dollar (\$100.00) twice per month (24 times per year) opt out allowance for not using City medical insurance.

An employee must provide the City with written notice/waiver of paid health insurance payments for which the employee is eligible. Then the employee shall receive any unused amount of the City’s contribution to the Cafeteria Plan as taxable cash or have said amount placed into a deferred compensation plan.

Employees declining medical insurance coverage through City sponsored plans must file proof of alternative medical insurance coverage with the Human Resources/Risk Management Department.

**Retiree Medical:** Retirees are not eligible for the full Cafeteria Plan amount. Retirees, however, shall retain all current CalPERS health benefits. The City shall contribute to the retired employees PERS Health plan according to the following schedule:

<b>Retirement Status:</b>	<b>Contribution:</b>
Retiree Only	\$279.25 / month
Retiree + 1	\$558.49 / month
Retiree + 2 or More	\$726.04 /month

The City’s contribution amounts above for retirees, and the City’s contribution amounts provided in Article 6 for employees, include the Public Employee’s Medical and Hospital Care Act statutory minimum insurance amount required under Government Code Section 22892(B)(2) (which is currently \$125 per month as of 2016) for each retiree and employee enrolled in CalPERS.

The City shall not reimburse Medicare premiums for employees or retirees. Retirees and dependents must meet the definition of “annuitants” as defined by PERS to be eligible for this provision.

**Dental Insurance:** Employees may utilize their Cafeteria Plan provision to cover the costs associated with Dental Insurance.

<b>Delta Dental Plan</b>	<b>Employee Only</b>		<b>Employee +1</b>		<b>Employee + Family</b>	
Health Insurance Plan Name	<u>Monthly</u>	<u>Semi-Monthly</u>	<u>Monthly</u>	<u>Semi-Monthly</u>	<u>Monthly</u>	<u>Semi-Monthly</u>
Liberty Dental – DHMO	\$15.04	\$7.52	\$27.08	\$13.54	\$39.11	\$19.56
Delta Dental - (DPPO)	\$46.54	\$23.27	\$90.75	\$45.38	\$137.28	\$68.64

**Vision Insurance:** Employees may utilize their Cafeteria Plan provision to cover the costs associated with Vision Care Insurance.

<b>EyeMed Vision Plan</b>	<b>Employee Only</b>		<b>Employee +1</b>		<b>Employee + Family</b>	
	<u>Monthly</u>	<u>Semi-Monthly</u>	<u>Monthly</u>	<u>Semi-Monthly</u>	<u>Monthly</u>	<u>Semi-Monthly</u>
Plan Options	\$9.44	\$4.72	\$17.60	\$8.80	\$26.00	\$13.00

**Life Insurance:** The City will pay the cost of employee and dependent life insurance coverage at the following base levels:

<b>Covered Unit</b>	<b>Coverage Amount:</b>
Employee	\$75,000
Spouse	\$10,000
Registered Domestic Partner	\$10,000
Children	\$5,000

**Income Protection Insurance (Short-Term Disability):** The City shall contribute one hundred percent (100%) of the premium annually for income protection insurance for active employees. (The actual benefit amount equates to \$125.00 per week) if utilized.

**Flexible Spending Account (FSA):** Employee paid through pre-tax payroll deductions, subject to IRS annual limits.

**Deferred Compensation:** All Bargaining Unit employees receive the following based on years of service towards deferred compensation:

<b>Years of Service:</b>	<b>Contribution:</b>
5 Years to 9 years	\$300.00 / month
10 + Years	\$600.00 / month

Employees will have access to the 401A, Money Purchase Pension Plan and Trust, subject to City Council modification of the plan as authorized by federal and state laws.

**Employee Assistance Program (EAP):** Offers limited free and confidential counseling and referral services to employees related to work, personal, and life issues.

**State Disability Insurance:** Employees shall pay one hundred percent (100%) of the cost of State Disability Insurance (SDI) through payroll deduction.

**LEAVES**

**Holidays:**

The City recognizes the following holidays per calendar year:

- New Year’s Day – January 1<sup>st</sup>
- Martin Luther King Jr., Birthday – 3<sup>rd</sup> Monday in January
- President’s Day – 3<sup>rd</sup> Monday in February
- Cesar Chavez Day – March 31<sup>st</sup>
- Memorial Day – last Monday in May
- Independence Day – July 4<sup>th</sup>
- Labor Day – 1<sup>st</sup> Monday in September
- Veteran’s Day – November 11<sup>th</sup>
- Thanksgiving Day – 4<sup>th</sup> Thursday in November
- Christmas Eve – December 24<sup>th</sup>
- Christmas Day – December 25<sup>th</sup>
- (3) Floating Holiday: 30 Hours

The Floating Holidays, at ten hours (10) each, will accrue on January 1 of each year. If an employee has not completed six months of employment on January 1, the floating holiday hours will be credited following completion of six months of employment.

**Holiday Closure:** During the week of Christmas Eve through New Year’s Day, the City offices will be closed. Employees may utilize accrued administrative leave, vacation leave, compensatory time, or floating holidays, in addition to the holidays; in order to receive full pay for the closure time period.

**Vacation Leave:**

Years of Service	Annual Accrual (26 pay periods)
0 – 1 year	Prorated Accrual – 80 hours upon completion of 365 days / 2080 regular worked hours.
1 – 4 years	6.00 Hours / pay period
5 – 10 years	7.50 Hours / pay period
11- 16 years	9.50 Hours / pay period
17 + years	10.50 Hours / pay period

Employees having a minimum of three (3) years of service shall be eligible to cash out up to one hundred sixty (160) hours of vacation and/or sick leave, combined, per fiscal year. The cash-out may be taken in any increment amount up to 160 hours and at any time during the fiscal year, as long as such cash-out shall not deplete the employee’s accrued vacation leave below eighty (80) hours at the time of cash out. The cash-out of leave will be at the employee’s base salary rate at the time of cash out.

**Sick Leave:** Employees with the bargaining unit will accrue at the rate of 120 hours per fiscal year or (4.615 per pay period).

Employees shall be eligible to cash out up to one hundred sixty (160) hours of vacation and/or sick leave, combined per fiscal year. The cash out may be taken in any increment amount up to 160 hours and at any time during the fiscal year. The cash out of leave will be at the employee’s base salary rate at the time of cash out.

**Bereavement Leave:** Any eligible employee whom is absent from work by reason of death in the immediate family may be allowed a leave of absence with pay. Up to four (4) cumulative working days (40 hours) per occurrence may allowed to attend funeral services, which will not be deducted from the employee’s leave bank.

**Jury Duty:** An employee may be absent for up to ten (10) hours per day for jury duty.

**Military Leave:** In accordance with the Military Leave and Veterans Code, Section 395, any public employee who is a member of the reserve corps of the U.S. or National Guard, or the Naval Militia shall be entitled to temporary leave of absences as provided by federal law while engaged in active military duty (including training, encampment, naval cruises, special exercises, or like activity) providing that the period of ordered duty does not exceed 180 calendar days.

## RETIREMENT

### **California Public Employees' Retirement System (CalPERS):**

Tier 1 ("Classic" Members): 2.7% at 55 formula with widow's one-half continuance.

Tier 2 ("New" Members/PEPRA): 2% at 62 formula.

Employees who are new members, as defined above, shall be required to pay fifty percent (50%) of the expected normal cost rate for their benefits. (This amount is six and three-quarters percent (6.75%) of reportable compensation as of January 1, 2013). These New Members agree to pay one and one-quarter percent (1.25%) additional employer-side cost sharing above minimum employee required contribution.

Employees who are not new members shall be required to pay a total of eight percent (8%) of their salary, on a pre-tax basis, towards PERS costs. All contributions made by employees described in the previous section above shall be in accordance with IRS Code Section 414(h)(2) (or any subsequent amendments to said IRS code section), whereby employee contributions described above shall be tax deferred (not subject to taxation until time of constructive receipt).

## ADDITIONAL BENEFITS

**Tuition Reimbursement:** The City agrees to reimburse employees up to two thousand five hundred dollars (\$2,500) per fiscal year for expenses for tuition and books, provided that the employee achieves a passing grade in the course.

**Uniforms and Personal Safety Equipment:** For all positions in the Public Works Department (maintenance and utilities divisions, except for clerical positions), employees so classified shall be required to wear uniforms as required and prescribed by the City. For employees required to wear uniforms, the City shall continue to provide nine (9) shirts and nine (9) pants. The City shall continue to practice with respect to cleaning of such uniforms. The City shall continue its practice with respect to paying for the tempering of prescription glasses, the employee to continue to pay for any such glasses and prescription. Employees within these classifications, shall be reimbursed up to \$200 for Safety Boots.

The City shall purchase cold weather jackets for employees designated as field personnel with approval of Department Director. Additionally, for field personnel, the City shall provide nine (9) t-shirts per year as part of their uniform. The Supervisors and Managers in the Public Works Department and Community Services Department will determine the color and style as well as which employees constitute field personnel.

**Uniform Allowance:** Employees in the following classifications shall receive one thousand, one hundred, fifty dollars (\$1,150) per year for uniform allowance, paid semi-annually in arrears: Code Enforcement Officer, Emergency Medical Services Quality Improvement Coordinator, Fire Inspector, fire Prevention Specialist, Senior Office Specialist at the Fire Department, and Animal Control Licensing Inspector.



