



SUMMARY OF EMPLOYMENT BENEFITS

1. There are twelve (12) holidays per year, as listed below and any other days authorized by the City Commission.

New Year's Day

Martin Luther King Jr.'s Birthday

President's Day

Memorial Day Juneteenth Day

Juneteenth Day

Independence Day

Labor Day

Veterans Day

Thanksgiving Day

Day after Thanksgiving Day

Christmas Eve

Christmas Day

2. Authorized overtime shall be at the rate of one and a half times (1.5x) the employee's regular wage rate. Overtime is computed as time worked over forty (40) hours in a work week. Holidays are considered time worked in computing overtime.
3. Safety equipment and devices are provided to employees whose job requires it.
4. On-the-job accidents are covered by Worker's Compensation. **Such injuries will be investigated by the employee's supervisor and reported to the Risk Manager.**
5. All full-time employees scheduled to work at least thirty (30) hours per week receive \$20,000 Life Insurance and \$20,000 Accidental Death and Dismemberment Insurance coverage.
6. Health insurance coverage is available to employees and dependents at premium cost for major medical. **Eligibility:** Coverage begins on the first (1st) day of the month after sixty (60) days. The employee will have thirty (30) days in which to cover his/her dependents without providing Evidence of Insurability to the insurance company.
7. Dental insurance is available to the employees and their spouse and dependents at a minimal cost. **Eligibility:** Coverage begins on the first (1st) day of the month *after* sixty (60) days.
8. Vision care is available at a minimal cost to employees and family members. **Eligibility:** Coverage becomes effective sixty (60) days after employment.

9. Vacation leave is earned at a rate of:

- Twelve (12) days per year for employees who have one (1) year of continuous service but less than five (5) years of continuous service;
- Fourteen (14) days per year for employees who have five (5) years of continuous service but less than ten (10) years of continuous service;
- Seventeen (17) days per year for ten (10) years of continuous service but less than fifteen (15) years of continuous service; and
- Twenty (20) days per year for fifteen (15) years and over of continuous service to a maximum of thirty (30) days payable in cash upon resignation in good standing or retirement.

Vacation may not be used during the initial probationary period. Employees who report directly to the City Manager (Directors, Department Heads and Managers, Marketing Specialist, Executive Assistant to the City Manager, and the Deputy City Manager) will receive twenty (20) days per year at the time of appointment, regardless of the number of years of service. The City Manager will receive twenty-three (23) days per year.

10. Employees taking vacation may advance their next regular paycheck, if earned, but only when they use a minimum of eighty (80) hours of vacation leave.

11. Sick leave is earned at the rate of 3.70 hours per pay period which equates to one (1) day per month to an unlimited maximum accrual. Sick leave can be used for personal or immediate family illness. **Accrued sick leave may be used after completion of initial thirty (30) days of employment.**

12. Funeral leave up to a maximum of three (3) days may be granted for a member of the employee's immediate family.

13. The City of Fort Pierce Retirement and Benefit system is a defined benefit plan covering all municipal employees. All City employees belong to the City's Retirement System upon employment. **Eligibility:**

- **General members:** Twenty-five (25) years or more of service regardless of age, or age sixty (60) with five (5) or more years of service.
- **Police Members:** Twenty-five (25) years or more of service regardless of age, or age fifty-five (55) with five (5) more years of service.

Benefits vest after eligible years of service. Upon retirement, General members are entitled to an annual retirement benefit payable for life. It is calculated of total service times three percent (x 3.0%) of final average salary based upon the highest five (5) consecutive years out of the last ten (10) years. The system also provides death and disability benefits.

14. Employees may participate in the Defined Retirement Option Plan (DROP) program. DROP is a payment option within our defined benefit retirement plan that allows an eligible City employee to remain employed but “retire” with respect to the retirement plan. This action is a deferred retirement option. The program provides for continued employment up to a maximum of sixty (60) more months but does not require any definite number of months.
15. The Civil Service Appeals Board is made up of five (5) members: two (2) members appointed by the City Commission, two (2) members elected by employee members of the Civil Service, and one (1) member appointed by the other four (4) members.
16. There are three (3) Bargaining Unions: City General Employees are represented by the Teamsters Local #769 Union; The Police Sergeants & Lieutenants are represented by the Coastal Florida Police Benevolent Association (PBA); and the Police Officers are also represented by the Coastal Florida Police Benevolent Association (PBA).
17. Administrative leave with pay may be granted with the approval of the Appointing Authority to various employees to attend conventions, seminars, conferences, and similar affairs where the purpose has a direct connection to the City.
18. Employees can join Guardians Credit Union and save with good interest rates and borrow with low charges.
19. The City’s Employee Computer Purchase Plan is designed to assist all employees with the purchase and financing of a personal computer so that they can learn and gain experience by working with a personal computer away from the office outside of normal working hours. All regular employees who have completed the initial probationary period are eligible to participate in the Plan.
20. The City’s Tuition Reimbursement Plan is designed to assist employees with accredited educational tuition cost at state approved tuition rates for career development and job enhancement with the City. All regular employees who have completed the initial probation period are eligible to participate in the Plan.

21. The City's Wellness Program is designed to assist employees to achieve and maintain a better health plan. All regular employees who have completed the initial probation period are eligible to participate in this program.
22. The City's Family and Medical Leave Act Policy complies with a federal law passed in February of 1993 to protect the rights of the employer and those employees who meet the FMLA Policy's criteria for up to twelve (12) or twenty-six (26) weeks of job protected leave during a single twelve (12) month period due to a medically certified inability to perform the necessary functions of their job. Under this policy, the City will grant up to twelve weeks (or up to 26 weeks of military caregiver leave to care for a covered service member with a serious injury or illness: during a twelve (12) month period to eligible employees. The leave may be paid, unpaid, or a combination of paid and unpaid leave, depending on the circumstances of the leave and as specified in this policy. The Policy requires that eligible employees first use any accrued Sick Leave and then Vacation Leave concurrent with the Family and Medical Leave.
23. Prior credited years of service may be purchased upon re-employment with the City. The ability to purchase such time is only available within 90 days of re-employment.

HEALTH INSURANCE

The City of Fort Pierce Employees Group Hospitalization is carried by *Florida Blue* Healthcare Insurance. The following rates and a brief schedule of benefits are hereby devised for consideration for the coverage employees may choose:

Employee Assistance Program (EAP) will be provided to you and your family members with a variety of issues to help improve your quality of life.

Health Insurance per twenty-six (26) Bi-Weekly pay period Premium Deductions:

PAYROLL DEDUCTIONS (Effective October 1, 2021)

Health

	Employee Monthly	Employee Bi-Weekly
• 1) <u>Buy-Up Plan "0727"</u>		
Employee	\$140.63	\$64.91
Employee +1	\$497.81	\$229.76
Employee/Family	\$760.54	\$351.02
• 2) <u>Base Plan "3559"</u>		
Employee	\$43.44	\$20.05
Employee +1	\$334.17	\$154.23
Employee/Family	\$523.79	\$241.75
• 3) <u>Plan"5901"</u>		
Employee	\$0.00	\$0.00
Employee +1	\$281.02	\$129.70
Employee/Family	\$456.34	\$210.62

ALL Surgery and Hospitalization **MUST** be Pre-approved!!!!

It is recommended that prior authorization for all hospital admissions. For emergency admissions, call b the next working day after admission. Failure to comply may result in a reduction of benefits. **(See information printed on Insurance Card.)**

Employee medical coverage becomes effective on the first day of the month following a sixty (60) day waiting period.

If dependent coverage is not selected at the time of employment, the employee will have thirty (30) day in which to cover his/her dependents.

After time, coverage can be obtained only by presenting Evidence of Insurability to the insurance company.

Life Insurance and Accidental Death & Dismemberment Insurance

CLASSIFICATION	AMOUNT OF INSURANCE*
All Full-Time Employees	\$20,000.00
Accidental Death (Additional)	\$20,000.00

***Life and AD&D reduces 65% at age 70**

***Life and AD&D reduces 50% at age 75**

DENTAL INSURANCE

Employee and dependent dental coverage becomes effective sixty (60) days after employment.

Dental

+Basic Plan

	<u>Bi-Weekly</u>
- I0 (employee only)	\$.69
- I1 (w/1 Dependent)	\$1.80
- I2 (w/2+ Dependents)	\$2.84

+ High Plan

- I0 (employee only)	\$2.94
- I1 (w/1 Dependent)	\$5.39
- I2 (w/2+ Dependents)	\$7.83

VISION INSURANCE COVERAGE

Employee and dependents' **VISION** coverage becomes effective sixty (60) days after employment.

Vision

(Employee paid "voluntary" coverage)

+Employee	\$2.42 bi-weekly
+Employee + Spouse	\$4.54 bi-weekly
+Employee + Child(ren)	\$3.78 bi-weekly
+Employee + Spouse + Child(ren)	\$7.47 bi-weekly

Continuation for Health Coverage* (For All New Employees)

On April 1986, a new Federal Law required employers sponsoring group health plans offer employees and their families the opportunity for a temporary extension of health coverage, called "Continuation Coverage," at group rates in certain instances where coverage under the plan would end. This notice is intended to inform you of your rights and obligations under the continuation coverage provisions of the new law.

If you are an employee of the City of Fort Pierce covered by **Florida Blue** you have the right to choose this continuation coverage if you lose your group health coverage because of termination of employment (for reasons other than gross misconduct on your part.)

If you are the spouse of an employee covered by **Florida Blue**, you have the right to choose continuation coverage for yourself if you lose group health coverage under **Florida Blue** for any of the following four (4) reasons:

- 1) The death of your spouse;
- 2) A termination of your spouse's employment (for reasons other than gross misconduct);
- 3) Divorce or legal separation from your spouse; or
- 4) Your spouse becomes entitled to Medicare.

In the event of a dependent child or any employee covered by **Florida Blue**, he/she has the right to continuation coverage if group health coverage under **Florida Blue** is lost for any of the following five (5) reasons:

- 1) The death of a parent;
- 2) The termination of a parent's employment (except for gross misconduct);
- 3) Parent's divorce or legal separation;
- 4) A parent becomes entitled to Medicare; or
- 5) The dependent ceases to be a "dependent child" under **Florida Blue**. Under the new law, an employee or a family member has the responsibility to inform Human Resources of a divorce, legal separation, or a child losing dependent status under **Florida Blue**. The City has the responsibility to notify Florida Blue of employee's death termination of employment, or Medicare entitlement.

When **Florida Blue** is notified that one of these events has happened, Human Resources will in turn notify you that you have the right to choose continuation coverage. Under the new law, you will have **at least sixty (60) days** from the date you would lose coverage because of the events described above to inform Human Resources that you want continuation coverage.

If you do not choose continuation coverage, the City is required to give you coverage which, as of the time coverage is being provided, is identical to the coverage provided under the plan to similarly situated employee's family members. The law requires that you be afforded the opportunity to maintain continuation coverage for three (3) years unless you lose your group health coverage because of termination of employment. In that case, the required continuation coverage period is eighteen (18) months. However, the new law also provides that your continuation coverage may be cut short for any of the following four (4) reasons:

- 1) The City no longer provides group health coverage to any of its employees;
- 2) The premium for your continuation coverage is not paid;
- 3) You become covered under any other group health plan as an employee or otherwise;
or
- 4) You become entitled to Medicare.

You do not have to show that you are insurable to choose continuation coverage. However, you are required to pay all of the premium payments for continuation coverage.

COBRA is administered by Florida Blue
For Information, Details and Rates
CONTACT: 1-800-352-2583