

CITY OF SOUTH PADRE ISLAND BENEFIT SUMMARY

Type of Benefit	Who Pays Cost?	When Eligible?	Description of Benefit:	Comments:
HOLIDAYS	City of South Padre Island	1st day of hire	11 paid holidays per year: New Year's Eve, Presidents Day*, Independence Day, Veteran's Day, Day after Thanksgiving, Thanksgiving Day, Christmas Day, Christmas Eve, New Year's Day, Memorial Day, Labor Day.	Holidays on Sunday observed following Monday. Holidays on Saturday observed preceding Friday. (*) Certified Fire Fighters will substitute September 11th as a holiday instead of Presidents Day.
VACATION LEAVE	City of South Padre Island	1st day of hire	12 days per year. After 5 years of service: 18 days per year.	One day of service for each month of service completed for the first five years. One and one-half days per month for five years plus of service. Up to 30 days (240 hours) (360 hours for Fire Fighters) may be accumulated. 100% of unused vacation will be paid to employee at the time of termination provided the employee leaves in good standing.
SICK LEAVE	City of South Padre Island	1st day of hire	12 days per year	One day of service for each month of service completed. Up to 90 days (720 hours) (1080 hours for Fire Fighters) may be accumulated. 50% of unused sick leave will be paid to employee at the time of termination provided the employee leaves in good standing.
SICK LEAVE POOL	City of South Padre Island	After one year of service	The SLP is intended to lesson hardship for those employees or employee's family members suffering from a catastrophic illness or injury that causes the employee to exhaust all earned leave benefits. The City endorses a voluntary Sick Leave Pool program that can help alleviate these burdens by allowing donation of sick leave hours from one employee to another.	Please see the City of South Padre Island Employee Handbook for entire policy.
FAMILY AND MEDICAL LEAVE ACT	Use of accrued leave time or leave without pay.	After 12 months of service and 1250 hours worked in the 12 months preceding the leave.	Employee is entitled up to 12 weeks to care for themselves, their spouse, child, qualifying exigency arising out of the fact that spouse, son/daughter, parent is on active duty or call to active duty status in support of a member of the National Guard or Reserves, and/or because you are the spouse, son/daughter, parent, next of kin of a covered service member with a serious illness or injury.	Use of accrued leave balances to fund leave or if leave is exhausted, unpaid leave. May require certification of a health care provider, or other documentation, and/or prior approval. Forms are available in the office of Human Resources.
BEREAVEMENT LEAVE	City of South Padre Island	1st day of hire	Leave with pay up to three (3) working days in the event of death of an immediate family member.	If an employee wishes to attend other funerals (other than immediate family), vacation leave or compensatory time (if applicable) must be used as approved by the supervisor.

JURY DUTY	City of South Padre Island	1st day of hire	Employees may be granted time off with pay to serve on a jury or as a court witness.	Payment for court appearances may be retained by the employee in addition to normal city pay. Documentation of court appearance is required.
MILITARY LEAVE	City of South Padre Island	1st day of hire	15 days per calendar year is allowed with pay.	Military leave shall be granted in accordance with applicable state and federal laws. Employees preparing to take authorized military leave must furnish their Department Directors with copies of military orders or other appropriate certification, which are forwarded to the City Manager for approval.
RETIREMENT - TMRS	City of South Padre Island and Employee	1st day of hire	Texas Municipal Retirement System. Earliest retirement eligibility is 5 years of service at the age of 60 or 20 years with the system at any age. Employees having public service at another entity may apply for time credit.	Employee contributes 7% (pre-tax). The City matches the employee contribution at a rate of 2 to 1 at retirement. The employee becomes vested after five (5) years of service.
DEFERRED COMPENSATION - JOHNHANCOCK (457)	Employee	1st day of hire	457 plan, contribution taken on a pre-tax basis. Employee is automatically enrolled at 1% of salary unless the employee chooses to opt out of the system.	Provider: John Hancock, One Source Financial
LIFE INSURANCE	City of South Padre Island	1st day of hire	\$50,000 Term Life Insurance	Fort Dearborn Life/Dearborn National
LONG TERM DISABILITY INSURANCE	City of South Padre Island	1st day of hire	Becomes effective after being disabled from work due to illness or injury for ninety (90) consecutive days. This insurance will pay for 60% of base salary based on terms and conditions of insurance policy.	Benefit is based on your annual salary.
MEDICAL INSURANCE	City pays employee's coverage. Employee may elect and make payroll deduction form dependent coverage.	1st day of hire	Hospitalization, Medical Care, Prescription Plan. 15\$ co-pay for office visit. 80% paid by insurance for in-network physician services, etc. 100% lab work paid for in-network lab services. \$500 dollar deductible for in-network services. Please contact the HR division for more information.	Provider: Texas Municipal League Employee Benefits Pool (TMLIEBP)

VISION INSURANCE	City pays employee's coverage. Employee may elect and make payroll deduction form dependent coverage.	1st day of hire	Vision Insurance: Exams, Frames, Lenses and Contacts. Provider will reimburse the following annually = Annual Eye Examination: \$65, Frames: \$60, Lenses: \$50 - \$115 depending on lenses type, Contacts: \$150 per year. There is a ninety (90) day waiting period for covered dependents after their effective date before benefits are payable.	Provider: Texas Municipal League Employee Benefits Pool (TMLIEBP)
DENTAL INSURANCE	City pays employee's coverage. Employee may elect and make payroll deduction form dependent coverage.	30 days after hire date	Dental Insurance - provider pays: 100% of diagnostic and preventative care twice per year. 80% of listed basic dental care and 50% of listed major dental care. Maximum annual benefit is \$1500, \$50 deductible per participant, orthodontic services paid at 50% up to \$1500 for dependents under the age of 19.	Provider: Blue Cross Blue Shield of Texas
CAFETERIA PLAN - FLEXIBLE BENEFITS	Employee	1st day of hire	Employee may enroll for voluntary supplemental insurance coverage and pay for the contributions through direct deposit (pre or post tax).	Allows for payment of supplemental insurance coverage for employees and dependents through Colonial Life insurance providers. There are a variety of insurance plans available. Subject to IRS rules.
LONGEVITY PAY	City of South Padre Island	After one year of service	Five dollars (\$5) per month for each month of service.	Longevity pay is five (\$5) dollars per month for each month of service beginning on the thirtieth (13) month of employment. Longevity pay is paid only during the month of December each year.
DIRECT DEPOSIT	No charge, by the City of South Padre Island	1st day of hire	Employees can authorize electronic direct deposit of earnings or payroll card.	The City of South Padre Island does not issue paper checks. The two forms of earnings received is through direct deposit or a payroll card issued by the City from IBC Bank.
EMPLOYEE ASSISTANCE PROGRAM	City of South Padre Island	1st day of hire	Provides Employees and their families with confidential referrals to outside professionals, for assessment and assistance to matters related to alcohol and drugs, or other problems adversely affecting the employee's job performance.	Confidential assessment and referral services may be provided without cost to the employee or family member. The cost of treatment, counseling or rehabilitation resulting from the Employee Assistance Program (EAP) referral may be the responsibility of the employee.
UNIFORMS	City of South Padre Island	1st day of hire	Uniforms and Laundry Service	Many departments issue uniforms to their employees. This also includes a laundry pick-up service.

CAR ALLOWANCE	City of South Padre Island	1st day of hire	Car allowance is approved for some positions for City business use of their personal vehicles.	Car allowance pay must be approved by the City Manager.
CELL PHONE ALLOWANCE	City of South Padre Island	1st day of hire	Cell phone allowance pay is approved for some positions for use of personal phones for City business use of their cell phones.	Cell phone allowance is paid at the following rates: Level One = \$100/month, Level Two = \$80 per month, Level Three = \$40/month, Level Four = \$20/month. All cell phone allowances must be approved by the City Manager. Levels designate work and afterhours usage requirements as defined by the City. (Please see the Wireless Telecommunication Equipment policy for specific details and requirements).
WORKERS COMPENSATION	City of South Padre Island	1st day of hire	Medical care and weekly indemnity payments to employees injured on the job.	Workers Compensation insurance coverage administered by Texas Municipal League Intergovernmental risk pool.
UNEMPLOYMENT BENEFITS	City of South Padre Island	1st day of hire	Unemployment benefits are available to eligible terminated employees through the Texas Workforce Commission.	City contributes a percentage of employees taxable earnings for this benefit.
EDUCATION ASSISTANCE PROGRAM	City of South Padre Island	After 12 months of service	The City shall reimburse the cost of tuition and mandatory fees for courses which an employee takes through a school or institution that is approved by the City Manager if funds are available. (\$2500.00 cap per fiscal year per employee)	Please refer to City of SPI Employee Handbook Section 25.0 Educational Assistance Program for specific details and requirements. (Currently Unavailable)
CERTIFICATION PAY	City of South Padre Island	1st day of hire	Public Safety employees who achieve specific certification levels will receive an additional amount of added to their base salary.	Intermediate = \$1000/Year, Advanced = \$1200/Year, Master = \$1400/Year, Intermediate EMS = \$650/Year, Paramedic = \$1300/Year