

City of Upland



UPLAND POLICE MANAGEMENT BENEFITS SUMMARY: SERGEANTS, LIEUTENANTS, CAPTAINS

HEALTH INSURANCE - CAFETERIA PLAN

Benefit options: Kaiser and Anthem medical plans, Delta Dental PPO plans or MetLife Dental DHMO, Standard Vision Plans. Employee must pay the difference between city contribution and actual premium of plan(s) selected.

BENEFITS BEGIN 1ST OF THE MONTH FOLLOWING 30 DAYS CONTINUOUS EMPLOYMENT—Must enroll at time of hire or annual open enrollment only.

Employees hired PRIOR to 1/1/2016:

- \$1,500 monthly cafeteria plan allowance effective 7/1/2022

Employees hired ON OR AFTER 1/1/2016:

- Monthly cafeteria allowance is 100% of the lowest cost medical, dental, and vision plans based on selected coverage level (employee only= \$714.71, employee +1=\$1,426.50, employee+2 or more=\$1,500).

EQUITY INCREASE

- 2.5% equity increase effective January 1, 2023

LIFE INSURANCE (METLIFE)

- City paid life and AD&D 1 x annual salary
- Employee may cover dependents for additional cost

FLEXIBLE SPENDING & SUPPLEMENTAL INSURANCE

- Available through American Fidelity Assurance Co.
- Section 125 Health and Dependent Care flexible spending plans and HSA
- Supplemental life, accident, critical illness insurance

PREVENTATIVE HEALTH

- Reimbursement up to \$180 per year for purchase of items, classes, memberships or programs which contribute to physical fitness as defined by defined in City of Upland's policy on Preventative Health Benefits.
- Reimbursement will be made in June each year

UNIFORM ALLOWANCE

- \$1,000 per year for purchase, maintenance and cleaning after completion of 12 months of employment
- Paid twice a year, half in June and half in December

EDUCATIONAL INCENTIVE – SERGEANTS, LIEUTENANTS & CAPTAINS:

Those receiving education incentive and/or POST pay shall maintain at same compensation level. The following is effective July 1, 2022 for new hires and promotions:

- AA/AS = 2.5% or BA/BS = 5% or 7.5% for Graduate degree
- Int. POST = 2.5% or Adv. POST = 5%
- Total eligible between Education and POST Cert is 12.5%

TUITION REIMBURSEMENT

- Up to \$3,500 per fiscal year (job related education)
- Refer to MOU for eligibility

RETIREMENT- CalPERS

“Classic Members” (Members currently enrolled in CalPERS prior to 1/1/2013 with no greater than 6 month break in service)

- 3% AT 55, single highest year
- Employee pays 12% of salary eff. 7/1/2016
- 1959 Survivor's Benefit, 3rd level survivor benefit

“New Members” (Members never enrolled in CalPERS or members with greater than 6 month break in service)

- 2.7 % AT 57, 3 final years of employment
- Employee pays 13.75% of salary;
- 1959 Survivor's Benefit, 3rd level survivor benefit

RETIREE BENEFITS

(Employees hired before 7/1/2017)

- Retirement Health Savings (RHS) Accounts through IC-MA-RC with City contributions on employee's behalf beginning at **5 years** of continuous service. Available only upon service or disability retirement with the City of Upland.
- Upon retirement, 50% of accrued sick leave, 100% of accrued vacation and 100% of comp time will be converted to cash and deposited into the member's RHS Account on a tax deferred basis
- City will provide health insurance reimbursement for employees who retire from the City of Upland based on hire date and years of service (refer to MOU).

DEFERRED COMPENSATION

- Mass Mutual 457 plan, Roth 457 option
- The City contributes 7% of base monthly salary to 457 plan on employees behalf.
- All employees in the unit may transfer unused Cafeteria plan funds to the Deferred Compensation 457 plan.
- Employee may make additional voluntary contributions.

TAXES

- Federal law requires all new employees and the City to each contribute 1.45% of salary to Medicare
- The City does not pay into Social Security

“The City of Gracious Living”

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LONGEVITY

- 2.5% increase in base salary with 10 years continuous service
- 2.5% increase in base salary with 15 years continuous service equating to 5% cumulative pay.
- 2.5 % increase in base salary with 20 years continuous service equating to 7.5% cumulative pay.

BILINGUAL PAY

- 2.5% of salary for utilizing bilingual skills a substantial portion of the time
- Must pass a fluency exam

COURT STANDBY

Sergeants and Lieutenants in on-call status for court will be paid at 2.5 hours at overtime rate

OVERTIME PAY

- Sergeants and Lieutenants shall receive overtime at one and one half times their regular rate of pay for time worked in excess of 40 hours in a 7 day work period.
- Captains are FLSA exempt and therefore not eligible for overtime

EXECUTIVE LEAVE

- 20 hours per year for Sergeants
- 30 hours per year for Lieutenants
- 40 hours per year for Captains
- Must be used within calendar year or it will be cashed out on the last payday of December.

COMPENSATORY TIME OFF (CTO)

- Sergeants and Lieutenants maximum accrual of 300 hours
- Employees in this unit may convert 40 hours of vacation into non-FLSA CTO annually

MERITORIOUS PAY

- Any Sergeant or Lieutenant or Captain who uses 24 hours or less sick time from December 1st through November 30th, and has at some time during this period accrued 1000 hours of sick leave, and has between 952 and 1000 hours of accrued sick leave as of December 1st will receive \$500 payable in December.
- Employees recommended by their department heads and approved by the City Manager may be granted a 5% increase in base salary for 3 months, 6 months, or 1 year.
- Payment will be made in a lump sum on the first regularly scheduled payday after City Manager approval.

PAYCHECKS

- Paychecks are issued every other Thursday. The paycheck on Thursday covers the prior two week period worked from Sunday morning (12:01 a.m.) through midnight Saturday (12:00 a.m.)
- 26 pay-periods per year

VACATION – SERGEANTS AND LIEUTENANTS

- 1-2 years = 96 hours/yr.
- 3-5 years = 120 hours/yr.
- 6-10 years = 152 hours/yr.
- 11-13 years = 160 hours/yr.
- 14-16 years = 168 hours/yr.
- 17+ years = additional day(8 hours) per year up to a max of 176 hours per year

VACATION – CAPTAINS

- 1-2 years = 96 hours/yr.
- 3-5 years = 120 hours/yr.
- 6-16 years = 152 hours/yr.
- 17+ years = additional day (8 hours) per year up to a max of 176 hours per year

VACATION BUYBACK

- **Sergeants, Lieutenants & Captains:** May be paid cash in lieu of unused vacation for up to 60 hours of vacation if they have used at least 40 hours of vacation during the preceding year.
- Request must be made in writing to Human Resources by November 30th
- Payment shall be made the first pay period in June and the first pay period in December.

HOLIDAYS/FLOATING HOLIDAYS

- **Sergeants & Lieutenants** are compensated in cash for City designated holidays at 4.61 hours per pay period
- **Captains** shall observe 9 designated holidays (refer to MOU)
- 32 hours of floating holiday hours per calendar year for Police Captains

SICK LEAVE

- 8 hours per month to a maximum accrual of 1250 hours

SICK LEAVE BUYBACK

- Employees who use less than 40 hours of sick leave between Jan. 1 and Nov. 30 of the prior calendar year may request to cash out 20 hours of sick leave each year
- Request must be made in writing to Human Resources by November 30th
- Payment shall be made the first pay period in June and the first pay period in December.

BEREAVEMENT LEAVE

- May use up to 5 consecutive days accrued sick leave for death of relative up to 2 generations removed
- Up to 4 hours per year for funeral services in the City of Upland for situations other than the above with Dept. Head approval

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Updated: 01/01/2023