

# City of Upland



## UPLAND EXECUTIVE MANAGEMENT BENEFITS SUMMARY

### 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 EMPLOYMENT—Must enroll at time of hire or annual open enrollment only.

- \$1,700 per month cafeteria plan allowance effective 1/1/2025
- \$1,900 per month cafeteria plan allowance effective 1/1/2026

### COLA

- 5% increase in base effective 6/25/23
- 4% increase in base effective 6/23/24
- 3% increase in base effective 6/22/25

### DEPUTY DIRECTORS

- 6/22/2025 - 2%
- 12/7/2025 - 2%

### 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

### LONG TERM DISABILITY

- 66 2/3% of base salary to a max of \$5,000/month after 60 days or use of all sick leave, whichever is later
- If sick leave is exhausted prior to the end of 60 day period employee may use other accrued leaves

### PREVENTATIVE HEALTH BENEFITS

- Reimbursement up to \$250 per year for purchase of items, classes, memberships or programs which contribute to physical fitness: other uses as may be approved by the City Manager
- Items considered acceptable are defined in City of Upland's policy on Preventative Health Benefits
- Reimbursement will be made in June each year

### UNIFORM ALLOWANCE

- Police Chief receives \$38.46 per pay period (\$1,000 per year) for purchase, maintenance and cleaning of uniforms. Uniform is provided at time of hire.

### BILINGUAL PAY

- \$100/month for utilizing bilingual skills a substantial portion of the time, if not required as condition of employment in position
- Employee must be certified by testing; arranged for by Human Resources

### VEHICLE ALLOWANCE

- Police Chief shall receive a City vehicle to take home
- All other departments heads receive \$500/month
- Deputy Directors receive \$300/month

### CELL PHONE ALLOWANCE

- One hundred dollars (\$100) or use of City-issued cell phone.

### TUITION REIMBURSEMENT

- Up to \$3,500 per fiscal year
- Refer to MOU for eligibility

### EDUCATION INCENTIVE

Deputy Director's receive additional compensation over base salary for a job-related degree above the minimum requirements required of the position.

- MA/MS = 5% above base salary

### RETIREMENT - CalPERS

#### **“Classic Employees” (Members currently enrolled in CalPERS prior to 1/1/2013), hired after January 1, 2020**

- 2.5 % AT 55, single highest year
- Employee pays 8% of salary and 1.4% cost share
- 1959 Survivor's Benefit, 3<sup>rd</sup> level survivor benefit

#### **“PEPRA Members” (Members never enrolled in CalPERS or members who have greater than 6 month break in service)**

- 2 % AT 62, 3 final years of employment
- Employees hired after 1/1/2013 pay 8% of salary;
- 1959 Survivor's Benefit, 3<sup>rd</sup> level survivor benefit

#### **“Safety Classic Members” (Members currently enrolled in CalPERS prior to 1/1/2013)**

- 3 % at 55, single highest year
- Employees pay 9%
- 1959 Survivor's Benefit, 3<sup>rd</sup> level survivor benefit

#### **“Safety New Members” (Members never enrolled in CalPERS or members that have greater than 6 month break in service)**

- 2.7 % at 57, final 3 consecutive years of employment
- Employees hired after 1/1/2013 pay 14.50%;
- 1959 Survivor's Benefit, 3<sup>rd</sup> level survivor benefit

# City of Upland



## UPLAND EXECUTIVE MANAGEMENT BENEFITS SUMMARY

### 401 (a)

- City contributes 9% of employee's base monthly salary to 401 (a) plan
- City contributes 8% of employee's base monthly salary to 401 (a) plan for Deputy Directors

### DEFERRED COMPENSATION

- Deferred 457 Plan and Roth 457 option
- Exempt employees may transfer unused cafeteria funds to the deferred compensation plan
- Employee may make additional voluntary contributions up to IRS limits

### TAXES

- Effective April 1, 1986, 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

### LONGEVITY PAY

- 5% of base salary with 20 yrs. of continuous service

### PAYCHECKS

- Paychecks are issued every other Thursday
- 26 pay-periods per year

### VACATION

- 1-2 years = 80 hours
- 3-5 years = 100 hours
- 6-10 years = 140 hours
- 11-16 years = 160 hours
- 17+ years = 180 hours

May accrue up to 500 hours of vacation.

(Any hours over 500 will be cashed out on the pay period that the maximum accrual is reached.)

### VACATION - Police Chief:

- 1-2 years of service = 100 hours
- 3-5 years of service = 140 hours
- 6-16 years of service = 168 hours
- 16+ years = 180 hours per year

May accrue up to 500 hours of vacation.

(Any hours over 500 will be cashed out on the pay period that the maximum accrual is reached.)

### VACATION BUYBACK

- Executive employees may be paid cash in lieu of unused vacation, sick leave, and/or executive leave for up to 80 hours in November of each year
- An additional 80 hours of vacation may be cashed out in June of each year

### DEPUTY DIRECTORS

- Employees may be paid cash in lieu of unused vacation, sick leave, and/or executive leave for up to 60 hours in November of each year

- An additional 60 hours of vacation may be cashed out in June of each year

### HOLIDAYS/FLOATING HOLIDAY

- 20 hours of floating holiday per calendar year
- Executive leave not used by first pay period in December will automatically be cashed out on in December
- City Hall and most city department will be permanently closed from Christmas Day through New Year's Day
- See MOU for approved City Holidays

### SICK LEAVE

- 8 hours per month to a maximum of 1250 hours

### EXECUTIVE LEAVE

- Executives will receive 100 hours per calendar year
- Deputy Directors will receive 80 hours per calendar year
- Executive leave not used by first pay period in December will automatically be cashed out on the pay date in January that covers the final pay period in December.

### BEREAVEMENT LEAVE

- Up to five (5) days with pay per occurrence in the event of death in immediate family (refer to MOU)
- No use during first 30 days of employment.