



# CLANTON



## EMPLOYEE BENEFITS

*Benefits listed below apply to regular full time employees.*

BENEFIT	SUMMARY DESCRIPTION	WHO PAYS FOR IT?	WHEN ARE YOU ELIGIBLE?
<b>Group Health Benefits</b>	<p>Through the Local Government Health Insurance Program and administered by Blue Cross Blue Shield of Alabama, benefits provide members with hospitalization, office visits, and prescription drugs. A more complete description of the benefits, deductible, and co-payments are described in the plan documentation; but generally:</p> <ul style="list-style-type: none"> <li>• Office visit co-pay: \$40</li> <li>• Specialist co-pay: \$50</li> <li>• Generic prescription co-pay: \$15</li> <li>• Name brand prescriptions are a point of sale with 80% reimbursed.</li> </ul>	<p>Single: City pays 100% of coverage cost.</p> <p>Single + 1: Employee pays \$140.12 per bi-weekly pay period.</p> <p>Single + Family: Employee pays \$175.15 per bi-weekly pay period.</p>	<p>Coverage is effective on the date of employment.</p>
<b>Group Life Insurance</b>	<p>The benefit is provided by Mutual of Omaha. The employee receives a \$25,000 life insurance policy which has an accidental death and dismemberment rider of \$25,000. Supplemental plans are available to the employee.</p>	<p>The City of Clanton; additional supplemental plans are paid in full by the employee.</p>	<p>Employees are eligible for this benefit on the first day of the second month of employment.</p>
<b>Dental Insurance</b>	<p>Through the Local Government Health Insurance Board and administered by Southland Benefit Solutions, LLC.</p>	<p>Dental benefits are optional and paid for in full by the employee. Individual and family plans are available.</p>	<p>Employees are eligible for this benefit on the first day of the second month of employment.</p>
<b>Vision Insurance</b>	<p>Through the Local Government Health Insurance Board and administered by Southland Benefit Solutions, LLC.</p>	<p>Vision benefits are optional and paid for in full by the employee. Individual and family plans are available.</p>	<p>Employees are eligible for this benefit on the first day of the second month of employment.</p>

BENEFIT	SUMMARY DESCRIPTION	WHO PAYS FOR IT?	WHEN ARE YOU ELIGIBLE?
<p><b>RETIREMENT</b></p> <p>A Tier I employee is a member of the Retirement Systems of Alabama prior to January 1, 2013.</p> <p>A Tier II employee is an employee who has never been a member of the Retirement Systems of Alabama and was hired after January 1, 2013.</p>	<p>Through the Retirement Systems of Alabama (RSA), an employee may retire if he/she has 25 years of retirement service or is age 60 with at least 10 years of service with RSA.</p>	<p>Benefit levels and contribution rates are set by the Retirement Systems of Alabama, but generally, employee contribution rates are as follows:</p> <p>Tier I: 5% for General Employees 6% for Public Safety Employees</p> <p>Tier II: 7.5% for General Employees 8.5% for Public Safety Employees</p>	<p>Mandatory enrollment for all regular employees on the date of employment.</p>
<p><b>DEFERRED COMPENSATION</b></p>	<p>Voluntary participation through the Retirement Systems of Alabama (RSA-1) allows an employee to save for retirement while lowering taxable income and paying tax on the deferred income in the year of distribution.</p>	<p>The employee, up to current allowable limits established by the IRS.</p>	<p>As of the first date of employment.</p>
<p><b>HOLIDAYS</b></p>	<p>New Year's Day, Martin Luther King Jr. Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day, Day after Christmas.</p>	<p>The City of Clanton</p>	<p>As of the first date of employment.</p>
<p><b>VACATION LEAVE</b></p>	<p>Employees accrue vacation leave at the rate of four (4) hours for each pay period of continuous employment.</p> <p>Employees are permitted to carry over up to 240 hours of accrued vacation leave to the following calendar year. The City Council will determine each year if employees may sell earned, but unused vacation leave, depending on budgetary constraints and other factors.</p>	<p>The City of Clanton</p>	<p>Accrual begins on the first date of employment, but vacation leave <u>cannot</u> be used during the employee's probationary period.</p>
<p><b>SICK LEAVE</b></p>	<p>Employees accrue sick leave at the rate of four (4) hours for each pay period of continuous employment.</p> <p>The total accumulation of sick leave shall not exceed 1,200 hours at the normal rate of pay.</p>	<p>The City of Clanton</p>	<p>Accrual begins on the first date of employment. Approved sick leave may be used during the employee's probationary period.</p>
<p><b>FAMILY MEDICAL LEAVE</b></p>	<p>Provided up to 12 weeks of unpaid, job-protected leave to eligible employees for certain medical and family-related reasons.</p>	<p>The employee is on leave without pay unless eligible accrued sick and vacation leave are used.</p>	<p>FMLA defines eligible employees as employees who (1) have worked for the City for at least 12 months; (2) have worked for the City for at least 1,250 hours in the previous 12 months; and (3) work at or report to a worksite that has 50 or more employees or is within 75 miles of City worksites that, taken together, have a total of 50 or more employees.</p>

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<b>JURY DUTY LEAVE</b>	Allows employees summoned for jury duty to be granted leave with pay for up to two (2) weeks at their regular rate of pay minus any compensation received from the court for the period of service.	The City of Clanton	As of the first date of employment.
<b>MILITARY LEAVE</b>	The city supports the military obligations of all employees and grants leave for uniformed service in accordance with applicable federal and state laws. Subject to certain exceptions under the law, these benefits are generally limited to five (5) years of leave of absence.	The City of Clanton	As of the first date of employment.
<b>BEREAVEMENT LEAVE</b>	Employees with equal to or more than six (6) months service may take up to a maximum of three (3) days of paid bereavement leave upon the death of a member of their immediate family.	The City of Clanton	As of the first date of employment.
<b>DIRECT DEPOSIT</b>	Employees are required to enroll in the direct deposit payroll program in order to receive their bi-weekly paycheck. Employees must provide a voided personal check or a bank letter with their financial institution's information.	The City of Clanton	As of the first date of employment.