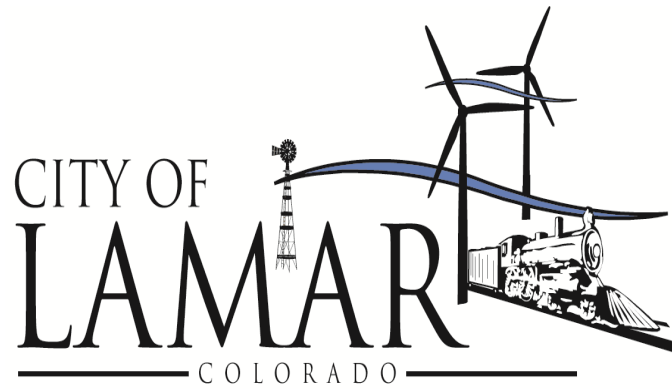


2024



**EMPLOYEE BENEFIT
SUMMARY**

Retirement

Employees (with the exception of Police Officers) participate in the City of Lamar Money Purchase Plan with the option of 100% pension or the integrated option. This is a defined contribution plan that the City contributes 9% and the employee contributes 8% of their gross salary. If the employee chooses the 100% pension option, the total City and Employee contribution goes into the pension. If the employee chooses the integrated option, both the City and the employee contribute 6.2% to social security and the remaining respective 2.8% and 1.8% are contributed to pension. Employees must make a decision as to which plan to participate in when first hired, the IRS will not allow a change while employed with the City.

The Lamar Police Department officers participate in the Lamar Police Pension Plan. Sworn officers contribute 8% of salary and the City contributes 9%.

A supplemental 457 deferred compensation program is available through One America or the International City Manager's Association (ICMA) for all employees. Information is available in the City Treasurer's Office.

Life Insurance, Short-Term and Long-Term Disability Insurance

The City of Lamar provides employees with life insurance through Lincoln Financial Group. Employees are covered by a \$50,000 policy. Police officers and Fire Personnel are covered for life insurance and accidental death and dismemberment through the Fire & Police Pension Association (FPPA). All employees have short-term disability insurance. All employees have long-term disability (LTD) insurance through Lincoln Financial Group. Police officers and Fire Personnel have LTD insurance through the Fire & Police Pension Association (FPPA) and Lincoln Financial Group. With Lincoln Financial Group, employees receive a cash benefit of 60% of their monthly salary (up to \$4,000) starting 90 days after they are out of work and continuing up to age 65 or Social Security Normal Retirement Age (SSNRA), whichever is later. Please note: if an employee is approved for the FPPA benefit and have received a benefit from Lincoln via short or long-term disability, for the same time period, they will be required to reimburse Lincoln for any benefit they paid since the Lincoln policy is offset by FPPA Benefit. For Police and Fire Employees, with the FPPA Benefit, you will receive up to 70% of your monthly salary (to no max) and must be expected to be disabled for a year or more. There is no elimination period.

The City of Lamar, as part of the City being a member of the County Health Pool, also provides all employees working 30 or more hours a \$10,000 term life insurance policy.

Voluntary Life Insurance Options

Lincoln Financial Group offers group term insurance to all employees, subject to approval of their underwriter. If applied for within 30 days of employment, there is a guarantee issue amount up to \$110,000 for employees and \$30,000 for spouses and children's coverage of \$10,000. The cost of children's coverage is \$1.00 a month and includes all eligible children. Employee and spouse premiums are determined by age. This plan is portable, meaning an employee can continue the insurance at the group rates when they leave the City employment.

A voluntary Accidental Death & Dismemberment plan is also available to all employees at an additional low cost.

Other Voluntary Benefits (Aflac, AirMedCare and LegalShield)

Aflac offers three voluntary policies: Accident, Hospital and Critical Illness. This is a payroll deduction and enrollment packets are given to all new hires should they choose to elect any one of these additional policies.

AirMedCare is a medical transport insurance membership program available at a group rate. This is not a payroll deduction and employees enroll directly with the company.

LegalShield is a legal/identify theft membership program which is also available. This is a payroll deduction for those who enroll.

Health Insurance

Following 30 days of employment, employees can choose to have health insurance coverage through the County Health Pool/Anthem Blue Cross/Blue Shield. This plan includes a prescription drug program. Health insurance is offered to employees who work a minimum of 30 hours or more per week.

Dental coverage is optional for an additional monthly premium. \$50 Deductible - 80% of preventive and basic/restorative services and 50% for major/prosthetic or orthodontia services, up to \$1,500 a year.

Voluntary Eye Vision

The County Health Pool also offers employees working 30 or more hours a week a voluntary eye vision plan through Vision Service Plan. Following 30 days of employment employees can elect to enroll in the voluntary eye vision.

<u>Voluntary Vision Plan</u>	Single	Couple (EE+1)	Family (EE+2 or more)
<u>Bi-Weekly Employee Cost</u>	\$ 3.00	\$ 5.96	\$ 7.75

Pre-Tax Premium/Flexible Spending and Health Saving Accounts

Deductions for medical and dental premiums are automatically deducted from employees' paychecks. Employees may elect to pre-tax these premiums.

Employees may also participate in medical and dependent care spending accounts or a health savings account, which allow pre-tax deductions from paychecks to pay for certain medical and dependent care expenses, including most over-the-counter drugs.

Accrued Vacation Leave

Paid vacation leave accrual begins on the employee's most recent hire date. For purposes of determining accrual time, the accrual begins on the employee's date of hire.

1. In the **first year until the second year** of continuous employment, vacation accrues every two weeks at a regular rate that provides eighty (80) hours of vacation per year (3.08 hours per pay period) for employees who work 2,080 hours per year (excluding certified police officers and firefighters). Certified police officers who work 2,184 hours per year will accrue (84) hours of vacation per year at a regular rate that provides one hundred twenty-six (126) hours of vacation per year (3.23 hours per pay period). Firefighters who work 2,757 hours per year will accrue one hundred six (106) hours of vacation per year (4.08 hours per pay period).
2. In **the third year until the tenth year** of continuous employment, vacation accrues every two weeks at a regular rate that provides one hundred twenty (120) hours of vacation per year (4.62 hours per pay period) for employees who work 2,080 hours per year. Certified police officers who work 2,184 hours per year will accrue one hundred twenty-six (126) hours of vacation per year (4.85 hours per pay period). Firefighters who work 2,757 hours per year will accrue one hundred fifty-nine (159) hours of vacation per year (6.12 hours per pay period).
3. In **the eleventh year until the fifteenth year** of continuous employment, vacation accrues every two weeks at a regular rate that provides one hundred sixty (160) hours of vacation per year (6.15 hours per pay period) for employees who work 2,080 hours per year. Certified police officers who work 2,184 hours per year will accrue one hundred sixty-eight (167.96) hours of vacation per year (6.46 hours per pay period). Firefighters who work 2,757 hours per year will accrue (191) hours of vacation per year at a regular rate that provides one hundred ninety-one per year (7.34 per pay period).
4. In **the sixteenth year and more** of continuous employment, vacation accrues every two weeks at a regular rate that provides two-hundred (200) hours of vacation per year (7.69 hours per pay period) for employees who work 2,080 hours per year. Certified police officers who work 2,184 hours per year will accrue two-hundred nine (209) hours of vacation per year (8.07 hours per pay period). Firefighters who work 2,757 hours per year will accrue (223) hours of vacation per year at a regular rate that provides two hundred twenty-three hours of vacation per year (8.57 per pay period).

Holidays

There are nine designated holidays each year. They are:

New Year's Day	Thanksgiving Day
President's Day	Day after Thanksgiving Day
Memorial Day	Christmas Eve Day
Independence Day	Christmas Day
Labor Day	

Holidays cannot be carried from one year to the next.

Paid Sick Leave

The City provides a Sick Leave benefit so that employees may have time-off with pay for health-care provider visits and to recover from illness or injury, or to provide

care for an ill or injured family member. The annual sick leave benefit is large enough to cover the short-term disability insurance waiting period of 14 days.

Paid-Sick leave is available to all employees. On January 1st of each year, Regular Full-Time employees and shall be granted the following Paid Sick Leave days.

Employees who are scheduled to work 2080 hours the previous year will be granted 80 hours on January 1st of each year
Employees who are scheduled to work 2184 hours the previous year will be granted 84 hours on January 1st of each year
Employees who are scheduled to work 2757 hours the previous year will be granted 100 hours on January 1st of each year

On January 1st of each year, Regular Part-time Employees will earn 1 hour of paid Sick Leave for every 30 hour work week the employee worked the previous year, up to 48 hours of paid Sick Leave per year.

There will be no carry-over of sick leave from year to the next and any unused Sick Leave will be forfeited by all employees on December 31 of each year. Paid Sick Leave is not paid out upon termination of employment.

FAMLI Program

The Family and Medical Leave Insurance Program (FAMLI Program) is a state-run PAID Family and Medical Leave Insurance (FAMLI) program. The FAMLI program will ensure all Colorado workers have access to paid leave in order to take care of themselves or their family during life circumstances that pull them away from their jobs. FAMLI will start providing benefits to employees starting January 1, 2024.

On June 27, 2022, Lamar City Council voted to decline participation in the FAMLI Act (reference Resolution 22-06-02). HOWEVER, EMPLOYEES MAY STILL OPT-IN TO FAMLI ON THEIR OWN. Any employee who chooses to opt into the program will be responsible to remit premiums directly to the state of Colorado. Fact sheets and other information are included in the City of Lamar Benefits Summary (separate document).

Funeral Leave

The City of Lamar is sympathetic to the employee at the time of bereavement through death in the immediate family. Therefore, the employee is entitled to absence with pay of up to three (3) days from the date of death of the immediate family member. For the purpose of the funeral leave policy **only**; an employee's "immediate family" includes his or her spouse, children, legal dependent, parents, grandparents, grandchildren or siblings, and the parents, siblings, or children of the employee's spouse. If additional time is needed, an employee may use up to four days of accumulated sick leave for family funeral leave purposes.

Safety Shoes/Safety Glasses/Uniforms

Employees in positions requiring safety shoes are reimbursed half of the cost of the shoes up to \$100 per year, with proper receipts(s).

Department's will supply safety glasses to employees; unless the glasses are prescription, then it is the employee's financial responsibility to obtain the prescription glasses.

The City provides uniforms to certain departments of the City. Employees in those departments must wear the provided uniforms while at work. The department director may exempt certain employees on an individual need.

The City will pay the cost of the approved uniforms (with the exception of the Fire and Police Department who have their own uniform policy). If the employee chooses to rent a jacket or upgrade the uniform, that cost will be deducted from the employee's payroll check each pay period.

Tuition Assistance

Eligibility. Tuition reimbursement is available to all Regular, Full-Time and Part-Time employees who have completed one year of service with the City and are actively employed at the time of their application. If the employee normally works less than forty (40) hours per week, this benefit may be pro-rated.

Funding. Tuition reimbursement is contingent upon the availability of budgeted funds. Each year the City Council will evaluate the financial condition of the City and may decide to provide funds for this Tuition Reimbursement program. When budgeted funds are available eligible employees may submit an application for reimbursement of tuition costs. Cost of books, fees, transportation, supplies, etc., will not be reimbursed.

For further information on Tuition Assistance, refer to the Personnel Policy or Department Director.

Training

Departments pay for some training and certifications to assist with employee development. Refer to you Department Director for more information.

Direct Deposit

Direct deposits from an employee's paycheck are available. More information is available from the Human Resource office or his/her designee.

Medicare Deduction

Required by the Federal government, the deduction is 1.45% of pay.

Community Building and Pool Privileges

Employees can sign in and use the Community Building facility for free. Spouses and children can use the facility at a discounted cost. Employees can use the swimming pool during the time it is open for free, during adult lap swimming. Family members are not allowed these privileges for the swimming pool.

Enrollment Forms to be completed

Required	Voluntary
County Health Pool application -fillable	AFLAC
Lincoln Enrollment Form for Life, STD & LTD Ins	AirMedCare (flight for life insurance)
	LegalShield

