

BENEFITS AND STAFFING LEVELS

Benefits offered for Fiscal Year 2010-11:

CAL PERS The City participates in the California Public Employees Retirement System (PERS) providing retirement benefits to eligible local miscellaneous employees with a 2% @ 55 full formula. In addition to the employer contribution, the City assumes payment of 100% of the employee contribution. The City also reports the value of employer-paid member contributions as compensation, as provided by City Resolution and Senate Bill 53.

Part time and seasonal employees who are exempt from the Public Employees Retirement System and from the OASDI portion of Social Security taxes are enrolled in an alternative qualifying deferred compensation retirement plan in compliance with regulations issued by the Internal Revenue Service and the Omnibus Budget Reconciliation Act of 1990.

Wellness Program The Wellness Program includes funding for eligible full-time employees and their eligible dependents to receive the medical and hospital care insurance benefits provided by the Public Employees Retirement System Health Benefit Program and a dental insurance plan provided by Assurant Employee Benefits.

Health Insurance The City provides the annual employer contribution established by CalPERS for health insurance under the PERS program for each affected employee or retiree. In addition, the City pays the full cost of employee only and two party coverage, for active, eligible employees, using the premium for the HMO policy offered by CalPERS as a base. Employees with family coverage contribute toward the premium if the annual increase *exceeds* 10%. The City will pay 80% of the increase in the family coverage which exceeds the 10% base, with the employee contributing 20% of the increase over the 10% base. Coverage is based on a calendar year, with an Open Enrollment period scheduled each October. If the premium does not exceed 10%, an employee contribution is not required.

A Flexible Benefit Program Allowance, which is administered by American Family Life Assurance Company (AFLAC) provides funds for unreimbursed medical expenses, dependent care or purchase of a variety of optional and supplemental benefits that compliment our medical/dental health plans. The benefit year for this allowance is based on a calendar year.

Life Insurance The City maintains a Group Life and Accidental Death and Dismemberment insurance policy through Assurant Employee Benefits for employees only, with the beneficiary designated by the employee. The coverage of the life insurance policy for each eligible regular full-time employee is \$50,000 subject to conditions of the providing life insurance company. Management employees are eligible for a life insurance policy in the amount of \$100,000.

Employees retiring with 20 years or more of continuous service with the City and enrolled in the City's group life insurance at the time of retirement, may continue to be covered at City expense for a life benefit of \$10,000, excluding AD&D benefits.

Workers' Compensation The City provides workers' compensation benefits when an employee is injured on duty arising out of and in the course of employment. This coverage is through the California Joint Powers Insurance Authority and the program is administered by YORK Insurance Services Group, Inc., a workers' compensation third party claims administrator.

Unemployment Insurance benefits This is a State-mandated program. The City has selected the Cost of Benefit Reimbursement method of financing unemployment coverage. A reserve is maintained to cover the cost of unemployment claims.

State Disability Insurance The City has instituted the mandatory State Disability Insurance (SDI), at employee expense, to provide coverage for non-industrial injuries. This program is through the California Unemployment Insurance Code State Disability Program.

Short-term/Long-term Disability Plan In addition to the mandatory State Disability Insurance (SDI), the City provides a Group Short term and Long Term Disability Insurance plan for eligible full time employees through Assurant Employee Benefits.

Social Security Meditax Although the City does not participate in the Federally administered Social Security Program, it is required to match an employee contribution of 1.45% of gross wages for coverage under the Medicare portion only of the Social Security Program for employees hired after March 1, 1986.

Special Pay Employees classified as Management are eligible for a special pay benefit that provides for reimbursement of an amount equal to the payroll deduction of employee-paid contributions to SDI and the amount equal to the employee contribution of 1.45% of gross wages for coverage under the Medicare portion only of the federally administered Social Security Program.

Interpreter Pay Only those employees hired *prior* to August 15, 1998 may be eligible to receive special pay for translating skills if the job duties of the affected employee require translating and/or interpreting skills on a regular basis.

Deferred Compensation Program The City makes a deferred compensation contribution to the International City/County Management Association (ICMA) as a benefit for the City Manager position. All other full time employees have the option of participating in this program at their own expense.

Uniform/Equipment Replacement Newly employed public works employees are furnished with a complete set of safety equipment. An annual equipment replacement

fund is established each fiscal year for each affected employee for reimbursement of costs for replacement or purchase of optional personal equipment following successful completion of a one-year probationary period. Funds must be used within the fiscal year and may not be carried over or cashed out. (Payment to be pro-rated within the fiscal year following completion of probationary period.)

The City pays the full cost of a uniform maintenance program for Public Works employees who are required to wear field uniforms.

Personnel in the Code Compliance Division who are required to wear a uniform are provided with a full uniform at time of hire and receive an annual equipment replacement allowance.

Annual Physical Examinations An allocation is provided for an annual physical examination for the City Manager.

In compliance with CalOSHA Maintenance workers in the Public Works Department receive an annual Respirator Clearance examination, including appropriate medical testing to determine cardiopulmonary health as recommended by a medical facility.

Pre-placement health examinations, including drug screening, and Fitness for Duty examinations may be required for specified positions.

Employee Assistance Program The City contracts with the *Tri County Employee Assistance Program* to provide a comprehensive Employee Assistance Program for confidential counseling and services to City employees and their immediate families.

Leave Accrual Annual leave is accrued based on years of service. In place of separate leave accrual for vacation, sick leave, floating holidays, and administrative leave, each employee is granted an all-inclusive comprehensive leave bank that includes all leave benefits. Employees have the option to cash out unused leave hours in accordance with the employee agreements. The budget line item for paid absences reflects estimated funds to cover costs of unused leave time that may be cashed out.

Non-exempt employees are compensated for overtime hours in accordance with Fair Labor Standard Act regulations.

The City observes ten paid holidays each year.

Optional 9/80 flexible scheduling is available for full-time employees subject to operational needs of the department as determined by the City Manager

A more inclusive listing of employee benefits can be found in the Memorandum of Understanding between the City of Carpinteria and SEIU Local 620, and the Conditions of Employment for Management Personnel

**CITY OF CARPINTERIA
AUTHORIZED FULL TIME POSITIONS**

CITY ADMINISTRATION	2006-07	2007-08	2008-09	2009-10	2010-11
City Manager	1	1	1	1	1
Assistant to the City Manager	1	1	1	1	1
Human Resources Adm./Risk Manager	1	1	1	1	1
City Clerk	1	1	1	1	1
Coord of Emergency/Volunteer Services	0	0	1	1	1
Administrative Assistant (shared)	.50	.50	.50	0	0
Receptionist/Office Assistant	1	1	1	1	1
	5.5	5.5	6.5	6	6

ADMINISTRATIVE SERVICES

Administrative Services Director	1	1	1	1	1
Finance Supervisor	1	1	1	1	1
Administrative Assistant	.10	.10	.10	0	0
	2.10	2.10	2.10	2	2

COMMUNITY DEVELOPMENT

Community Development Director	1	1	1	1	1
Senior Planner	1	1	1	1	1
Associate Planner	0	0	1	1	1
Assistant Planner	1	1	1	1	1
Community Development Tech	1	1	0	0	0
Administrative Assistant	1	1	1	1	1
Building Inspector	1	1	1	1	1
Code Compliance Supervisor	1	1	1	1	1
Parking Enforcement/Animal Control	0	0	0	0	0
Code Compliance Officer I	1	1	2	1	1
Code Compliance Officer II	1	1	0	1	1
	9.0	9.0	9.0	9	9

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PUBLIC WORKS DEPARTMENT

Public Works Director	1	1	1	1	1
Public Works Supervisor	1	1	1	1	1
Administrative Assistant	.40	.40	.40	1	0
Management Analyst	0	0	0	0	1
Environmental Coordinator	0	0	0	0	1
Maintenance Technician		1	1	1	1
Maintenance Worker II	1	1	1	1	1
Maintenance Worker I	3	3	3	3	3
	7.40	7.40	7.40	8	9

PARKS AND RECREATION

Parks and Recreation Director	1	1	1	1	1
Management Assistant	1	1	1	1	1
Pool Superintendent	1	1	1	1	1
Aquatics Program Coordinator	0	0	1	1	0
Parks/Facilities Maintenance Technician	1	1	1	1	1
	4	4	5	5	4

GRAND TOTAL Full Time	28	28	30	30	30
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