

GOLETA SANITARY DISTRICT SUMMARY OF EMPLOYEE BENEFITS

The employee benefit package for regular District employees includes, but is not limited to, the following benefits:

PAYDAY

The District operates on a bi-weekly pay period, from Sunday to the second Saturday (two weeks). Paychecks are issued on Friday following the close of the pay period.

VACATION

Vacation is accrued according to the following schedule:

0 - 5 years of employment, 10 days per year are accrued at rate of 3.08 hours per pay period
5 -10 years of employment, 15 days per year are accrued at rate of 4.62 hours per pay period
10 – 15 years of employment, 20 days per year are accrued at rate of 6.15 hours per pay period
After 15 years of employment, 25 days per year are accrued at rate of 7.69 hours per pay period

Employees may not carry over from year to year more vacation time than one year's accrual amount.

Vacation accruals over one year's accrual will be cashed out the last pay period in November. A probationary employee may use accrued Vacation benefits after successfully completing six months of the one year probationary period. Unused vacation hours will be payable upon termination of employment.

HOLIDAYS

There are twelve paid holidays, 8 official holidays and 4 floating holidays. If an employee is required to work on a holiday, he/she will be compensated for eight hours regular pay for the holiday, plus one and one-half times per hour for the hours worked on that day. New employees become eligible for Floating Holidays after twelve months of employment.

SICK LEAVE

Regular employees accrue two types of sick leave, base and supplemental. Base sick leave is 30 hours per calendar year and is prorated in the first year based upon start date. The supplemental sick leave is an accrual of 66 hours per year at the rate of 2.54 hours per pay period.

SICK LEAVE CASHOUT

District employees who have accrued more than 66 hours of supplemental sick leave may elect to cash-out all or any portion of their accrued supplemental sick leave in excess of 66 hours on the last pay period of November of each year. Maximum accrual of sick leave is 480 hours.

PERSONAL LEAVE AND BEREAVEMENT LEAVE

Two days (16 hours) per year are allowed for Personal Leave, and three days (24 hours) per year are allowed for Bereavement Leave. Personal Leave and Bereavement Leave are applied against accumulated sick leave hours; therefore, in order to grant Personal or Bereavement Leave, the employee must have the hours accumulated in his/her sick leave account.

OVERTIME

Overtime is compensated at one and one-half times the hours worked in excess of the 40 hour regularly scheduled workweek.

COMP TIME OFF

Compensation for overtime worked may be received in the form of wages or compensatory time off, on an hour and one-half off for an hour worked basis. Compensatory time off may be accrued up to a maximum of 40 hours. Compensatory time off in excess in of 40 hours is subject to mandatory cash out.

SHIFT DIFFERENTIAL PAY

Employees who work on an assigned night or weekend shift shall, in addition to the regular salary be paid a shift differential for each hour worked after 5 p.m. on weekdays and all day Saturday and Sunday at the current rate of \$2.50 per hour.

STANDBY PAY

Employees may be required to participate in the District's Standby Program to assure effective and immediate response to reported problems in the District's facilities. Standby pay is compensated according to the following schedule, based upon continuous years of service: First two years of employee consecutive participation in standby duty - 1 hour of straight pay per day of Standby. Third and fourth year of consecutive participation in standby duty - 1 ½ hours of straight pay per day. Fifth and sixth year of consecutive participation in standby duty - 2 hours of straight pay per day. Seventh or more years of consecutive participation in standby duty – 2 ½ hours of straight pay per day. The employee may elect to take comp time off in lieu of receiving cash, subject to accumulated comp time limits, in the same ratio.

EMERGENCY CALL-IN PAY

Employees who respond to a reported emergency during periods other than their normally assigned work schedule, shall be paid a minimum of two or four hours overtime (depending upon the type of response required) at the rate of time and one-half, in accordance with the District's Emergency Call-In Policy.

BOOT ALLOWANCE/UNIFORMS

District employees, except the administrative staff, are granted a boot allowance each fiscal year to provide for the purchase of safety-toed boots. The District provides uniforms for the Collections and Plant crews and uniforms are regarded as necessary safety equipment.

SAFETY DAY

The District awards a safety day off to eligible employees at the beginning of each calendar year, beginning after twelve months of service.

HEALTH INSURANCE

The District currently pays 100% of the premium dental, vision, and for medical (at the PERS-Choice PPO Plan Other Southern California Region rate) for the employee and his/her eligible dependents.

WORKERS' COMPENSATION INSURANCE

The District participates in a self-insured workers' compensation insurance program for injuries occurring on the job.

DISABILITY & LIFE INSURANCE

The District participates in short term and long term disability insurance programs, as well as the State Disability Insurance Program (SDI). Life insurance in the amount of 2 times the employees' annual salary (rounded to the nearest \$1,000). The premium for coverage above \$50,000 is included as imputed taxable income per IRS regulations.

RETIREMENT

Employees hired after January 1, 2013 are subject to the California Public Employee Pension Reform Act (PEPRA). New members to CalPERS will be responsible for 100% of their employee share of the retirement contribution and subject to a new benefit formula of 2% at age 62. For further information consult the CalPERS web site, www.mycalpers.com.

Existing CalPERS members who join the District as a Classic member after January 1, 2013 will be subject to the employee contribution provisions outlined below.

The District currently contributes to the **Classic** Member employee's contribution, which is currently 7%, based on the following schedule:

Year 1, employee pays 7% District pays 0% of employee share.
Year 2, employee pays 6% District pays 1% of employee share.
Year 3, employee pays 5% District pays 2% of employee share.
Year 4, employee pays 5% District pays 2% of employee share.
Year 5, employee pays 5% District pays 2% of employee share.
After five years the District currently pays 100% of the employee contribution.

The employee's contribution (plus interest and less any taxes and/or penalties) is refundable upon retirement or termination of employment, or may be left in the PERS system for withdrawal at a later date or upon retirement.

RETIREE HEALTH BENEFITS

Benefits are a tiered contribution system based upon years of service with the District. If an employee service is ten or more years, the District will contribute towards the PERS-Choice premium level at a rate beginning at 50% and increasing by 5% per year (years 11-20) to 100% after twenty years of service to the District. For years of service between 5 and 10, the District will contribute only the minimum which for calendar year 2018 is \$133 per month.

DEFERRED COMPENSATION

Deferred compensation 457 plans are offered and available through CalPERS and / or Lincoln Financial, with a wide variety of investment options, after six months of employment.

BANK/CREDIT UNION

District employees may participate in services provided by Union Bank and the Santa Barbara County Federal Credit Union.

PHYSICAL EXAMINATION

A physical exam is required for each new employee and is paid for by the District, including any necessary immunizations. District funded Hepatitis vaccinations shots are available.

PROBATION

Each new or promoted employee is subject to a probationary period of twelve months. Satisfactory performance is required for continuation as a District employee. An employee may use accrued Vacation benefits after successfully completing six months of the one year probationary period.

EMPLOYEE MANUAL

An employee manual is issued to each new employee. The District expects each employee to read the rules and regulations contained in the manual, which may be updated from time to time.

EDUCATION & TRAINING

Upon approval, employees may be eligible for reimbursement of tuition costs upon successful completion of a training course considered mutually beneficial to the employee and the District. The District provides a onetime incentive of \$1,000 per eligible employee that has, or will acquire, certifications above their job requirements.

NOTE:

All amounts and percentages are subject to change. This is only a summary; further detail on employee benefits can be found in the employee manual that is currently under review and subject to change.