City of La Porte
2011 Employee Benefits Summary

Pay Day

Employees are paid bi-weekly (every other Friday). Direct Deposit is available to most banking institutions, up to a maximum of four institutions.

Longevity

Longevity compensation is determined by the number of completed months of continuous service with the City of La Porte. It is calculated at the rate of $4.00 per month and is awarded annually the month of November. Employees must have completed one (1) full year of service to be eligible for longevity pay.

Sick Leave

Sick Leave is accrued each pay period at a rate equal to 12 days annually for regular 8 hour employees and 6 days annually for 24 hour employees. Sick leave may be used as accrued.

Vacation Leave

Vacation leave is granted based on an employee's number of years of continuous service with the City of La Porte. Vacation leave is accrued each pay period and may be used as accrued and approved after completing 6 months of continuous service. Vacation leave can be used in as little as one-hour increments. Maximum accrual is 1.5 times the employee's regular accrual rate. Accrual rates are as follows:

Completed Years of Service	Pay Period Accrual	Annual Accrual
1 -4	3.08 hours	80 hours
5 - 9	4.62 hours	120 hours
10-14	6.16 hours	160 hours
15 +	7.70 hours	200 hours

Holiday Leave

Employees will receive one regular workday of pay for each official holiday observed by the City of La Porte. The City of La Porte observes eleven (11) holidays per calendar year. Observance dates for nine of these holidays are determined by the City Council and two determined by the Employee. Employees must complete six (6) months of service to be eligible for the two (2) Employee Discretionary Holidays.

Bereavement Leave

In the instance of a death in an employee's immediate family, which requires the employee's personal attention he/she may be granted Bereavement Leave for a maximum of three (3) days per calendar year. Additional leave may be charged to the employee's vacation or sick time (if applicable).

Texas Municipal Retirement System (TMRS)

Participation in TMRS is mandatory for all full-time employees. Seven percent (7%) of each employee's gross earnings are deposited directly into the employee's TMRS retirement account. The City of La Porte currently matches the employee contributions at a 2-1 ratio. Employees are vested when they have accumulated ten (10) years of service. Employees are eligible to retire at age 60 with 10 years of service or at any age with 20 years of service. If employment with the City terminates before the employee is eligible for retirement, but after he/she is vested, the employee may withdraw their deposits or elect to leave his or her deposits in TMRS until he/she become eligible for retirement. If employment with the City terminates prior to an employee becoming vested, the employee may withdraw his/her deposits or leave them in the account (earning interest) for up to sixty (60) months.

ICMA Retirement Corporation

In addition to TMRS, employees may elect to participate in ICMA Retirement Corporation's deferred compensation investment programs. For additional information, contact Human Resources.

Medical Coverage

Employees and their legal dependents are eligible to participate in a medical plan administered through Aetna. The City currently offers three (3) different types of Medical Plans: HealthFund 1500, HealthFund 1000 and a Choice POS II 500. See separate Plan Summaries for each plan for more specific details. Premiums are paid through payroll deduction and are as follows:

Plan Options	Monthly Cost	Pay Period Cost
HealthFund $1500		
Employee Only	$14.65	$6.76
Employee and Spouse	$105.00	$48.46
Employee and Children	$95.24	$43.96
Family	$120.69	$55.70
HealthFund $1000		
Employee Only	$22.70	$10.48
Employee and Spouse	$130.34	$60.16
Employee and Children	$120.07	$55.42
Family	$155.60	$71.82
Choice POS II 500		
Employee Only	$50.23	$23.18
Employee and Spouse	$165.74	$76.50
Employee and Children	$155.15	$71.61
Family	$185.32	$85.53

Dental

Employees and their legal dependents are eligible to purchase dental converage administered through United Healthcare. The program offers two (2) types of dental plans: DHMO and DPO. Premiums are paid through payroll deduction and are as follows:

Plan Options	Monthly Cost	Pay Period Cost
DHMO		
Employee Only	$9.51	$4.39
Employee + 1 Dependent	$15.68	$7.24
Family	$23.19	$10.70
DPO		
Employee Only	$16.18	$7.47
Employee + 1 Dependent	$31.92	$14.73
Family	$57.38	$26.48

Vision

Employees and their legal dependents are eligible to purchase vision coverage administered through Block Vision. Premiums are paid through payroll deduction and are as follows:

Tier	Monthly Cost	Pay Period Cost
Employee Only	$6.60	$3.05
Employee + 1 Dependent	$11.30	$5.22
Family	$16.60	$7.66

Short-Term Disability (STD)

Employees are eligible to purchase short term disability coverage administered by The Hartford Group. This coverage provides employees compensation of up to 60% of their weekly pre-disability earnings to maximum of $1,000 weekly in the event of an injury or illness lasting up to 90 days. Currently, the City offers two different plans; a 14 day waiting period that will pay beginning on the 15th day of injury or illness and a 30 day waiting period that will begin paying on the 31st day of injury or illness. Premiums are paid through payroll deductions.

Annual Salary	Monthly Cost	Pay Period Cost
14 day waiting period		
$30,000	$11.25	$5.19
$50,000	$18.75	$8.65
$70,000	$26.25	$12.12
30 day waiting period		
$30,000	$6.92	$3.19
$50,000	$11.54	$5.33
$70,000	$16.15	$7.45

Long -Term Disability

The City of La Porte provides employees long term disability insurance through The Hartford Group in the event of an illness or injury that lasts longer than 90 days. Please contact the Human Resources Division for further information.

Employee Assistance Program (EAP)

The City of La Porte sponsors an Employee Assistance Program, which provides employees and their dependents with counseling and referral services on a wide range of issues, for a maximum of 6 visits per issue, per calendar year. This service is provided at no cost to the employee and is completely **CONFIDENTIAL**.

Jury Duty

Employees will be granted authorized leave when called for jury services. "Proof of Jury Service" must be provided to the Department Director. Employees on authorized leave for jury service will be compensated at their regular rate of pay, in addition to any pay received for jury service.

Fitness and Recreation Center

Employees and their legal dependents are eligible for discounted membership rates at the City of La Porte Fitness Center. Employees may enroll by visiting the Fitness Center and presenting their City ID card at the front desk. The Fitness Center is located at 1322 S. Broadway and their phone number is (281) 470-9891.

Life Insurance

Employees are provided with life insurance in the amount equal to 1x their annual salary through TMRS. In addition to the life insurance through TMRS, the City also provides life insurance coverage in various amounts dependent upon position through ING at no cost to the employee.