



# 2019 Employee Benefits Program

The City of Sheridan offers a comprehensive employee benefits program through Cigna, Delta Dental, Mutual of Omaha, VSP and AFLAC, effective January 1, 2019. Employees working 30 hrs/wk are eligible to participate if enrolled within 31 days of first becoming eligible. For new hires, employee become eligible on the first month following their date of hire.

The City offers health benefits to employees and eligible dependents through an IRS Cafeteria Plan under Code Section 125. By maintaining a Cafeteria Plan, the City offers health benefits to employees on a pre-tax basis, that is, required contributions are deducted from your gross pay prior to calculation of taxes, unless you request *in writing* that contributions be taken out on a post-tax basis.

## **Paid Holidays**

The City offers all full-time and eligible part – time employees twelve holidays during the year.

1. New Years Day – January 1<sup>st</sup>
2. Dr. Martin Luther King’s Birthday – third Monday in January
3. President’s Day – third Monday in February
4. Memorial Day – last Monday in May
5. Independence Day – July 4<sup>th</sup>
6. Labor Day – first Monday in September
7. Veteran’s Day – November 11<sup>th</sup>
8. Thanksgiving Day – fourth Thursday in November
9. Thanksgiving Friday – the Friday after Thanksgiving
10. Christmas Eve – December 24<sup>th</sup>
11. Christmas Day – December 25<sup>th</sup>
12. Personal Day – received on employee’s anniversary date, to be used before the next anniversary date

## **Paid Vacation**

The City offers paid vacation hours to full-time and eligible part – time employees. This leave time is based on years of service and scheduled hours permissible under FLSA. An employee may use earned vacation after six months of service.

## **Sick Leave**

After three months of service, an employee can use sick leave, which is accrued at eight hours a month for full-time and eligible part – time employees.

## **Short Term Disability**

A short – term disability plan is offered to eligible employees through AFLAC.

## **Long Term Disability**

The City pays the premium cost for long-term disability, which pays the employee 60% of his/her salary. Payments begin 90 days after the disability and can extend up to two years. Within the two years, the employee in most cases either returns to work in his/her previous job or is trained into a new position unaffected by the disability. In those cases, where the employee is unable to work at all, the long-term disability extends until age 65.

## **Life Insurance**

Upon hire, the City will provide \$25,000 life insurance.

## **Tuition Assistance Program**

After one year of service, an employee may request tuition reimbursement for course work related to his or her job up to \$800 annually. This program needs to be approved in advance of taking the class and the reimbursement amount varies depending on the grade received in the course.

## **Pension Plan**

The City participates in a 457 Deferred Compensation plan for full-time employees; employee participation is voluntary. For the police positions, FPPA is the retirement plan.

## **Recreation**

All employees can use the Sheridan and Englewood Recreation Centers.