



EMPLOYEE BENEFITS SUMMARY

Effective October 1, 2024

This benefit summary sheet is produced annually. It is a brief explanation of the benefits provided to the City of Castroville employees and may be changed, deleted, altered or added at any time without notice. For detailed information, refer to the appropriate plan document or contact Human Resources at (830) 931-4070, ext. 310.

HOLIDAY LEAVE: is established at the beginning of each calendar year and may vary from year to year.

New Year's Day	January 1, 2025	Columbus Day	October 13, 2025
Martin Luther King Jr.	January 20, 2025	Veteran's Day	November 11, 2025
Presidents' Day	February 17, 2025	Thanksgiving Day	November 27, 2025
Good Friday	April 18, 2025	Day after Thanksgiving	November 28, 2025
Memorial Day	May 26, 2025	Christmas Eve	December 24, 2025
Independence Day	July 4, 2025	Christmas Day	December 25, 2025
Labor Day	September 1, 2025	New Year's Eve	December 31, 2025

One floating holiday is granted to employees employed between January 1st through October 1st of each year to be taken within the calendar year.

VACATION LEAVE: Regular full-time employees accrue vacation leave after the completion of their first full pay period. It is accrued on a biweekly basis. Vacation leave cannot be taken during the first six (6) months of continuous employment. The maximum vacation leave accrual is 320 hours.

<u>After Completing</u>	<u>Bi-Weekly</u>	<u>Yearly</u>
1 Year – 5 Years	3.08 Hours	10 Days
6 years – 9 years	3.69 Hours	12 Days
10 years – 14 years	4.62 Hours	15 Days
15 years +	6.15 Hours	20 Days

SICK LEAVE: Regular full-time employees, including Law Enforcement, accrue sick leave after they have completed their first full pay period. It is accrued at 3.69 hours per pay period. Sick leave cannot be taken during the first three (3) month of employment. The maximum accrual is 720 hours.

CAFETERIA PLAN: The City is committed to providing a comprehensive selection of benefits in a cafeteria plan that allows employees to choose the benefits that best meets their needs and takes advantage of the pre-tax options under Section 125 of the IRS Code. Effective the 1st date of employment, regular full-time employees are eligible for health, dental, vision coverage and life and long term disability benefits.

HEALTH BENEFITS:

	MONTLY PREMIUM	Effective
		October 1, 2024
HEALTH COVERAGE	Paid by City	Paid by Employee
❖ Employee Only	\$653.21	-0-
❖ Child(ren)	-0-	\$492.27
❖ Spouse	-0-	\$667.15
❖ Family	-0-	\$1,263.01
DENTAL COVERAGE	Paid by City	Paid by Employee
❖ Employee Only	\$34.80	-0-
❖ Child(ren)	-0-	\$59.68
❖ Spouse	-0-	\$39.15
❖ Family	-0-	\$98.83
VISION COVERAGE	Paid by City	Paid by Employee
❖ Employee Only	\$8.04	-0-
❖ Child(ren)	-0-	\$8.84
❖ Spouse	-0-	\$5.93
❖ Family	-0-	\$12.86

LONG TERM DISABILITY: The City provides long term disability to regular full-time employees effective the first day of employment.

FAMILY MEDICAL LEAVE: Provides up to 12 or 24 weeks for paid/unpaid job-protected leave to "eligible" employees for certain family and medical reasons during a 12-month period.

TEXAS MUNICIPAL RETIREMENT SYSTEM: Employees contribute 5% of salary towards retirement. The City has a 2 to 1 match with a 5 year vesting schedule.

LIFE & AD&D INSURANCE: The City provides life insurance to regular full-time employees effective the first day of employment. Coverage is equal to one (1) times the employee's annual plus accidental death and dismemberment.

LIFE INSURANCE: Employees may elect to purchase additional life insurance for their Spouse/Dependents. The City provides this life insurance voluntary option to regular full-time employees effective the first day of employment. Basic Life Spouse \$10k, Basic Life Child(ren) \$5k. The premium amount for spouse and child(ren) is the same premium amount whether spouse or children or both coverages are selected. Your dependent child(ren) must be under age 26 and six months or older.

OTHER OPTIONAL SUPPLEMENTAL INSURANCE

MISSION SQUARE RETIREMENT SYSTEM: Employees may elect to enroll in additional retirement. employees contribute any flat/% amount towards retirement. The City has a 2 to 1 match up to 2% of their salary with a 1 year vesting schedule.

AFLAC: Employees may elect to purchase additional life insurance for themselves or their dependents along with short term disability, accident insurance, hospital insurance and other type of supplemental coverages. The cost of coverage varies based on age and coverage selected and is paid for through payroll deductions.

MEDINA VALLEY FITWELL: Employees may elect to enroll in a fitness program located in the City vicinity. Monthly membership for city employees is \$40.00 however if you attend more than 12 times a month the city will cover half of your monthly membership. The cost of membership is paid for through payroll deductions.

FREQUENTLY CONTACTED NUMBERS

Human Resource
AFLAC
MISSION SQUARE

(830) 931-4070 Hilda Bernal
(210) 842-9888 Katherine Guidry
(202) 759-7135 Sallie Harborth