



## City of Mason Benefits Summary – TPOAM

This information is intended as a summary of the benefits only.  
Some of the benefits may be adjusted when current contract expires June 30, 2025

Plan	Brief Summary	Effective On:
<b>Medical Insurance (includes prescription drugs)</b>	Blue Cross Blue Shield PPO plan including vision and prescription coverage. Prescription drug co-payment of \$20/\$60/50%/20%/25%. City funds 80% of premium. City will reimburse 50% up to cap of its cost of the insurance plan if the employee's spouse provides the insurance for the family.	1 <sup>st</sup> of Month after Hire Date
<b>Dental Insurance</b>	One Plan is available currently covering: <ul style="list-style-type: none"> <li>• 100% of preventative services</li> <li>• 85% of general services</li> <li>• 50% of prosthetic services</li> </ul> *See contract for all restrictions and details.	1 <sup>st</sup> of the Month after Hire Date
<b>Life Insurance</b>	City will pay for \$40,000 term life insurance policy	After 90 days
<b>Accidental Death &amp; Dismemberment Insurance (AD&amp;D)</b>	Your accidental death and dismemberment insurance benefit equals \$40,000	After 90 days
<b>Dependent Care Reimbursement Accounts</b>	Employees may elect to set aside up to \$5,000 annually for Dependent Care expenses through BASIC Flex. Annual elections will be withheld on a pre-tax basis in equal amounts on a bi-weekly basis. Enrollment for this plan is offered when an employee is initially hired, and annually during the month of October with the plan year starting November 1.	1 <sup>st</sup> of the Month after Hire Date
<b>Medical Reimbursement Accounts</b>	Employees may elect to set aside up to \$2,000 annually for Medical Care Reimbursement through BASIC Flex. Annual election will be withheld on a pre-tax basis in equal amounts on a bi-weekly basis. Enrollment for this plan is offered when an employee is initially hired and annually in October with the plan year starting November 1.	1 <sup>st</sup> of the Month after Hire Date
<b>Longevity Pay</b>	After five years 250.00. Each year thereafter an additional \$50.00.	After 5 years
<b>Retirement</b>	Municipal Employees Retirement System <ul style="list-style-type: none"> <li>• Employer will contribute 4% to Defined Contribution Plan</li> <li>• Employees may elect to contribute 4 % in a 457 plan and the Employer will match 4 % (for a total of 8% contributed by Employer) to the Defined Contribution Plan</li> <li>• Vesting of Employer Portion: <ul style="list-style-type: none"> <li>5 Years – 50%</li> <li>7 Years – 75%</li> <li>9 Years – 100%</li> </ul> </li> </ul>	Date of hire
<b>Uniforms</b>	Classifications: Laborer, Equipment Operator, Automotive Equipment Tech, Mechanic and POTW/WTP Operators and Facilities Maintenance employees will be provided with Uniforms as determined by the City.	Date of hire
<b>Personal Days</b>	24 hours per year earned on July 1 (new hires earn pro-rated amount after 6-month probationary period). <b>Note: Employees cannot carry forward personal days from one fiscal year to the next.</b>	After 6 months and/or Probationary Period



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<b>Bereavement Leave</b>	<ul style="list-style-type: none"> <li>• Extended Family - Three (3) working days not to be deducted from sick leave. (Extended family is defined as aunts, uncles, first cousins, niece and nephews).</li> <li>• Immediate Family – Five (5) working days not to be deducted from sick leave (Immediate family is defined as mother, father, step-mother, step-father, brother, sister, step-brother, step-sister, mother-in-law, father-in-law, grandparents, grandchildren, or a member of the employee’s household.</li> <li>• Spouse, Child or Step-Child – Ten (10) working days not to be deducted from sick leave.</li> </ul>	Date of hire		
<b>Vacation Days</b>	<ul style="list-style-type: none"> <li>• 6-month Anniversary – 40 Hours</li> <li>• One Year Anniversary – 40 Hours</li> <li>• 2 Years to 4 Years – Two weeks or 80 Working Hours</li> <li>• 5 Years to 10 Years: Three weeks or 120 Working Hours</li> <li>• 10 Years to 15 Years: Three and a half weeks or 140 Working Hours</li> <li>• 15 Years and Over: Four weeks or 160 Working Hours</li> </ul> <p style="text-align: center;">Carryover maximum is 40 hours</p>	After 6 Months		
<b>Sick Leave</b>	<p>Eight hours credited per month (One day per month=12 days per year)</p> <ul style="list-style-type: none"> <li>• On December 1<sup>st</sup> each year an employee may, at their option, be paid 25% of their earned by unused sick leave for that year. This portion will be deducted from their accumulated sick leave.</li> <li>• Maximum accumulations 1400 hours</li> <li>• At retirement or death employee receives 50% of accumulated sick leave</li> </ul>	Date of Hire		
<b>Holidays</b>	<table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top;"> <ul style="list-style-type: none"> <li>• New Year’s Day</li> <li>• Good Friday</li> <li>• Memorial Day</li> <li>• Independence Day</li> <li>• Labor Day</li> <li>• Veterans’ Day</li> </ul> </td> <td style="vertical-align: top;"> <ul style="list-style-type: none"> <li>• Thanksgiving Day</li> <li>• Day after Thanksgiving</li> <li>• Christmas Eve</li> <li>• Christmas Day</li> <li>• New Year’s Eve</li> </ul> </td> </tr> </table>	<ul style="list-style-type: none"> <li>• New Year’s Day</li> <li>• Good Friday</li> <li>• Memorial Day</li> <li>• Independence Day</li> <li>• Labor Day</li> <li>• Veterans’ Day</li> </ul>	<ul style="list-style-type: none"> <li>• Thanksgiving Day</li> <li>• Day after Thanksgiving</li> <li>• Christmas Eve</li> <li>• Christmas Day</li> <li>• New Year’s Eve</li> </ul>	Date of Hire
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<b>Volunteer Pay</b>	8 Hours – To Be Used for Volunteering within the Mason City limits or the Mason Public Schools.	After 6 Months		
<b>Paid Parental Leave</b>	<p>Allows City Employees up to twelve (12) weeks of paid leave for the birth of a child, or placement of a child with you for adoption or foster child.</p> <p>Employer pays first six (6) weeks paid leave, Employee can then take up to three (3) weeks from their vacation, sick or personal leave banks, Employer will then match up to three (3) weeks of paid time equal to what the Employee elected to use of their vacation, sick or personnel leave banks.</p>	After one year		