

Winfield Recreation Commission Benefits Package

VACATION

VACATION EARNING SCHEDULE

| YEARS OF ELIGIBLE SERVICE | VACATION DAYS (per year) | Hours Earned (per month) |
|----------------------------------|-------------------------------------|-------------------------------------|
| Upon initial employment | 5 days | --- |
| After 1 year | 10 days | 6.67 |
| After 5 years | 15 days | 10 |
| After 10 years | 20 days | 13.33 |
| After 15 years | 25 days | 16.67 |
| After 20 years | 30 days | 20 |

Once employees enter an eligible employment classification, they will be given 5 vacation days to use in the 1st year of employment and also begin to accrue vacation time in accordance with the Vacation Earnings Schedule above. After the first year of employment, earned vacation time is available for use in the month following its accrual. Vacation hours will be allowed to accumulate until the employee has accrued a total of 320 hours of vacation leave. If the employee's vacation hours reach 320 hours, further accrual of vacation leave will be suspended until the employee has reduced the balance below the 320 hour maximum limit.

HOLIDAYS

The Winfield Recreation Commission will grant holiday time off to all employees on the holidays listed below.

- New Year's Day (January 1)
- Martin Luther King Day (third Monday in January)
- Good Friday (Friday before Easter)
- Memorial Day (last Monday in May)
- Independence Day (July 4)
- Labor Day (first Monday in September)
- Veteran's Day (November 11)
- Thanksgiving (fourth Thursday in November)
- Day after Thanksgiving
- Christmas Eve (December 24)
- Christmas (December 25)
- One/half Day New Year's Eve (December 31)
- Employee's Birthday (floating)

SICK LEAVE

Employees will accrue sick leave benefits at the rate of 12 days per year (1 day for every full month of service).

HEALTH INSURANCE/BENEFIT PACKAGE

The Winfield Recreation Commission will provide optional health, dental, vision, cancer, hospital indemnity and Air Medicare insurance policies for all regular full time/Supervisory employees. Any employee who elects to participate in the group policies will have up to \$1,000 per month paid for employee, employee/spouse, employee/child or employee/family by the Winfield Recreation Commission. Any employee selecting additional coverage above allotted amount will be responsible for the additional premiums. The additional premiums will be deducted pre-tax from payroll through the Winfield Recreation Commission section 125 Premium Only Plan unless employee opts out of the plan. The insurance policies will be reviewed each year prior to the commission approving its budget.

RETIREMENT (KPERS and KPERS 457)

The Winfield Recreation Commission is a member of the Kansas Public Employees Retirement System. Regular full-time and eligible part-time employees shall be covered by KPERS according to the rules and regulations of the system. Both the employee and the Commission contribute to KPERS.

The Winfield Recreation Commission regular full-time and eligible part-time employees can elect to participate in an optional group life insurance plan through KPERS 457. This is optional and paid for by the employee. Regular full-time and eligible part-time employees can elect to participate in a deferred compensation plan through KPERS 457. This is optional and employee contributions will be matched by the Winfield Recreation Commission up to 5% of the employee's annual salary.

CELL PHONE ALLOWANCE

The Winfield Recreation Commission will make a monetary allowance of \$60 per month cell phone allowance to the Superintendent, Assistant Superintendent, Sports Director, Aquatics Director and Program Director.

OPTIONAL GROUP LIFE INSURANCE

The Winfield Recreation Commission has affiliated with KPERS Group Life Insurance. Participation is voluntary and paid for by the employee.

LONGEVITY PAY

The Winfield Recreation Commission will provide Longevity Pay for regular full time/Supervisory employees that reach service milestones of 5, 10, 15, and 20 consecutive years. Longevity Pay will be paid in one check the month of employee's anniversary date. Longevity Pay is subject to applicable payroll taxes and KPERS withholdings.

Below is the Longevity Pay Matrix:

| | |
|---------------------|---------|
| 5 Years of Service | \$500 |
| 10 Years of Service | \$750 |
| 15 Years of Service | \$1,250 |
| 20 Years of Service | \$1,750 |

WELLNESS INCENTIVE PROGRAM

The Winfield Recreation Commission will provide a Wellness Incentive Program for regular full time/Supervisory employees that is based on a points system where individuals will be awarded for healthy choices made throughout the fiscal year (July-June). Employees will have the opportunity to earn up to a \$500 bonus or 2 additional personal days which will be awarded in July. A choice of cash bonus is subject to applicable payroll taxes and KPERS withholdings. The Wellness Incentive point system will be reviewed annually.