

Tooele City's Benefit Package It's About Your Health...Your Lifestyle...and Your Future!

Tooele City Corporation Summary of Employee Benefits Available to Part-time Regular (Non-Public Safety) Employees

Current as of July 2008

*Your benefit package is a large component of your total compensation package. Tooele City's benefits have been designed to consider your health, your lifestyle, and to improve your future. The following is a summary of the benefit package available to **Tooele City part-time regular employees**. This summary is provided as an overview only and is subject to change without notice. Please reference specific plan documents for additional questions and answers. In the event this document and specific plans conflict, plan documents will prevail.*

Part-time regular employees are provided with some benefits, depending on what their pre-arranged estimated work schedule is. Eligibility is as follows:

	Less than 20 Hrs./Week	More than 20 Hrs./Week but under 32 Hrs./Week
Utah State Retirement	No	Yes
IRA's through Utah State Retirement	No	Yes
401K without City contribution	No	Yes
Section 125 Cafeteria Plan	Yes	Yes
Direct Deposit	Yes	Yes
City Cellular Phone Rate Participation	Yes	Yes
Educational Assistance	No	Prorated
Sick Leave	Prorated	Prorated
Annual Leave	Prorated	Prorated
Funeral, Military, Jury & Witness	Prorated	Prorated
Holiday Pay	Prorated	Prorated

UTAH RETIREMENT SYSTEMS

Eligible employees are provided with a non-contributory retirement package through the Utah State Retirement System. Retirement benefits are payable when the employee meets the eligibility and service requirements under the plan. In addition to the retirement benefits under the Utah State Retirement System, a death benefit may be provided to the employees' beneficiary as specified under the plan.

IRA's THROUGH UTAH RETIREMENT SYSTEMS

Option to contribute to a Roth and/or Traditional Individual Retirement Plan administered by Utah Retirement Systems.

JOHN HANCOCK 401K SAVINGS PLAN

After 6 months of regular part-time employment, the 401K Savings Plan provides employees with the opportunity to defer compensation on a pre-tax basis, which is subsequently invested into options of the employees' choice. No City contribution is made for part-time employees.

SECTION 125 CAFETERIA PLAN

Employees are provided the option to defer money on a pre-tax basis for health care and dependent care reimbursement. Employees specify a minimum annual contribution that is withheld from their paycheck pre-tax. Upon acquiring eligible expenses (i.e. paying co-payments, medical bills not covered by insurance, or day care), the employee may request reimbursement. Employees will be reimbursed this money from their Cafeteria account. The benefit is that the money has never been taxed. Employees may defer \$5,000 per family to the dependent care account for a married couple filing jointly, or for a single parent. Employee may defer \$2,500 for a married person filing separately. Use is subject to some limitation and the employee will be required to provide documentation prior to reimbursement. Please see the Policies & Procedures manual for specific details.

DIRECT DEPOSIT

Tooele City Corporation provides employees with direct deposit. Please contact payroll.

CELLULAR PHONE GOVERNMENT RATE

Employees may have personal cellular phones hooked up under the Tooele City rate schedule for personal use. This is a substantial discount over regular cellular rates and is available only while employees are in active status. Employees may connect two phones and are responsible for their own billing. Employees may also go through us to purchase personal cellular phones if they do

not have one.

EDUCATIONAL ASSISTANCE

Prorated. Must work at least 20+ hours per week.

ANNUAL, SICK, FUNERAL, MILITARY, JURY & WITNESS LEAVE

Prorated.

(See the Policies & Procedures manual for specific provisions relating to use and administration of leave)

HOLIDAY PAY

Tooele City provides employees with 11 paid holidays off. The number of hours you are paid for holidays will be prorated based on your average hours worked during the pay period in which the holiday occurred. To calculate your holiday hours: 1. Add number of hours recorded in the pay period (to include actual hours, vacation, comp-time, and sick leave. 2. Count the number of days with hours recorded in the pay period. 3. Divide #1 by #2 to get the hours to record on that holiday.

Tooele City recognized the following holidays:

New Year's Day	Jan. 1
Human Rights Day	3 rd Monday in January
President's Day	3 rd Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Pioneer Day	July 24
Labor Day	1 st Monday in September
Columbus Day	2 nd Monday in October
Veterans' Day	Nov. 11
Thanksgiving Day	4 th Thursday in Nov.
Christmas Day	Dec. 25