



## TOWN OF ARGYLE EMPLOYEE BENEFITS

**HEALTH** – Employee health insurance is paid by the Town at 100%, dependent coverage is available with the Town contributing 30% towards dependent coverage. The Town offers three health plan options or, if the employee is eligible for coverage elsewhere, they may elect a stipend in the amount of \$500 per month. Coverage is available the first day of the month following 30 days of continuous employment.

**DENTAL & VISION** – Employee dental and vision insurance is paid by the Town at 100%. Spouse and dependent coverage is available and paid for by the employee at 100%.

**LIFE INSURANCE, SHORT TERM & LONG TERM DISABILITY**- The Town provides employee coverage at 100% based on the employee's salary. Additional coverage for the employee and dependents is available at the employee's expense.

**RETIREMENT** – The Town is a member of the Texas Municipal Retirement System (TMRS) and provides a 2 to 1 match at 7%. Employees who retire through TMRS are eligible for an annual Cost of Living Adjustment. The Town does not participate in social security.

**OTHER BENEFITS** – The Town also offers the following benefits at the full expense of the employee: ICMA, and AFLAC.

**HOLIDAYS** – The Town observes the following holidays:

New Year's Day	Martin Luther King, Jr Day	President's Day	Good Friday
Memorial Day	Independence Day	Labor Day	Veteran's Day
Thanksgiving Day	Day After Thanksgiving	Christmas Day	Day After

**PERSONAL DAYS** – Each employee receives two Personal Days per calendar year. Employees hired after June 30<sup>th</sup> will receive only one personal day their first year. Personal days do not carry over each year.

**LONGEVITY PAY** – Regular full-time employees' longevity pay shall be \$5 for each full month of employment, distributed in November following the completion of one year of employment.

**SICK LEAVE** – Full time employees accumulate sick leave at the rate of 8 hours per month.

**VACATION** – Vacation is accrued at the following rates:

1-4 years – 6.67 hours per month (80 hours per year)

5-9 years – 10 hours per month (120 hours per year)

10-19 years – 13.33 hours per month (160 hours per year)

20+ year – 16.67 hours per month (200 hours per year)

Employees are eligible to take vacation upon successful completion of probationary period. Employees may not accrue more than two times the annual accrual of vacation leave.

**VACATION BUY BACK** –Eligible employees may sell back (with the Town buying back) between three and five days of vacation time (depending on their years of service) one time per year.

All benefits are subject to the provisions of the Town of Argyle Employee Handbook. The Town of Argyle is an Equal Opportunity Employer.