

	<h1 style="color: blue;">City of Helena</h1> <h2 style="color: blue;">Personnel Policy</h2>	Policy number	2-3
		Original Adoption	02-09-1987
		Revision #	7
		Last revision date	October 2015
Section Title	Benefits		
Subject	Retirement		

Retirement systems for City employees are:

Plans Administered by Montana Public Employees Retirement Administration

The City and the employee contribute a percentage to the fund as set by State law.

Members earn service credits for all periods of employment for which required contributions are made to the retirement system. Members may be eligible to purchase various types of other service for credit into MPERA. Contact MPERA for details concerning service credits and "buy back" requirements. Information is also on line at the MPERA website.

Employees who wish to retire should inform the Human Resources Office as soon as possible. MPERA recommends the employee contact them about 6 months prior to expected retirement date for planning purposes. MPERA's website is at <http://mpera.mt.gov>.

Employees may withdraw/transfer MPERA contributions only when or after terminating. An application form is available at the MPERA website. MPERA generally refunds/transfers the money six (6) to eight (8) weeks after MPERA receives the form.

Public Employee's Retirement System (PERS)

Eligible Employees (Mandatory):

- Regular Full-Time, first day of employment.
- Regular Part-Time, first day of employment.
- Temporary Employees when they have worked or if they are expected to work at least 960 regular hours in a Fiscal Year (July 1 to June 30).

Municipal Police Officers' Retirement System (MPORS)

Eligible Employees (Mandatory):

- All sworn police officers regardless of rank.

Firefighters' Unified Retirement System (FURS)

Eligible Employees (Mandatory):

- All employees of the Helena Fire Department regardless of rank except for administrative support positions.

Deferred Compensation Plan (optional)

The City of Helena coordinates with MPERA to offer employees the opportunity to invest a portion of their pay into a 457(b) deferred compensation plan on a pre-tax basis (not subject to State or Federal income tax withholding). Participation is on a voluntary basis.

Details and information on these plans are available on line at the MPERA website at <http://mpera.mt.gov>.

Social Security (FICA)

Mandatory for all employees regardless of employment status.

Exception: Police Officers and Fire Fighters are not subject to Social Security tax.

Medicare

Mandatory for all employees regardless of employment status.

Exception: Police Officers and Fire Fighters hired before April 1, 1986 are not subject to Medicare Tax.