

# General Employees

## DEFERRED RETIREMENT OPTION PLAN (DROP)

The following is a list of provisions of the City of Tallahassee General Employees' DROP plan:

- 5 Year DROP (Maximum) - This means you would have to terminate employment at the end of your five (5) year DROP period, however, you could terminate employment at anytime you are participating in DROP. Your decision to join DROP is irrevocable.
- General Employees are eligible to join DROP at normal retirement. There is no provision for joining DROP at early retirement.
- General Employees have a six (6) year window to join DROP, beginning with their first eligible normal retirement date. You will no longer have the option to join DROP once this deadline is past.
- Your retirement benefit is calculated as though you "retire" the day you enter DROP. You continue working as an active employee, while your monthly DROP benefit accumulates in an interest-bearing account. You stop earning pension accrual at the time you enter DROP.
- Your monthly DROP benefits are held in the Tallahassee Guaranteed Income Account at Empower Retirement as long as you are still employed. Once you terminate employment/DROP, you will have full investment control and access to your DROP funds. You will also have the same withdrawal options currently available with your MAP 401(k) and RSVP 457 plans.
- Once you join DROP, your pension contribution will cease.
- You will continue to participate in the MAP 401(k) plan. The City will continue to contribute 5% of your salary each biweekly pay period; up to 5% of your contributions are still eligible for the City's 50% match when you terminate employment/DROP participation.
- You will not be able to access/withdraw any DROP, MAP 401(k) or RSVP 457 funds until you terminate employment/DROP participation.
- Once you enter DROP, you will choose a retirement option that can provide for your beneficiaries. Coverage under the Pre-Retirement Death Benefit/Survivor's Annuity as an active employee will no longer be available.
- Personal/Sick Leave:
  - Personal and Sick Leave will continue to accrue while you are in the DROP program.
  - Personal and/or Sick Leave may be used to increase your pension benefit. If you choose to use Personal/Sick Leave in your pension benefit calculation, please note the following:
    1. You will receive payment at DROP entry for leave used in the calculation.
    2. The amount of personal/sick leave you are allowed to use in the calculation is the lower of:
      - a) leave balances at DROP entry
      - b) leave balances on July 1, 2011
      - c) six (6) weeks of leave
  - Upon exiting DROP, you will be paid your Sick Leave hours per H/R policy; your Personal Leave hours up to a maximum of your personal leave balance at DROP entry (after reduction of hours used in pension calculation).

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**[www.talgov.com/retirement](http://www.talgov.com/retirement)**