City of Sunnyvale

Service Employees International Union (SEIU) Employee Benefits

SALARY SCHEDULE

The City maintains a six-step salary schedule with steps in five percent (5%) increments. Appointments are normally made at the first step. After successful completion of a six (6) month probationary period, consideration is given for a merit adjustment to the second step. Consideration for each subsequent one step merit adjustment is given at the next twelve (12) month interval.

PAY SCHEDULE

City employees are paid bi-weekly on alternating Thursdays.

WORK SCHEDULE

SEIU employees are assigned to work a regular schedule of 21 to 30 hours per week, depending on assignment.

TERM LIMITED APPOINTMENTS (If applicable)

Term Limited positions shall be subject to membership in the applicable bargaining unit and shall receive the full benefits applicable to their bargaining unit, except as limited by their "at-will" status, meaning that they may be terminated at any time with or without cause.

BENEFITS

Benefits are provided to all employees and vary by bargaining unit and/or employee group. Benefits are subject to change and do not constitute a contract.

HEALTH AND WELFARE BENEFITS

The City of Sunnyvale provides three (3) tiers of coverage that can be selected independently for the medical, dental and vision plans: employee only, employee plus one dependent, and employee plus two or more dependents (family coverage). The City provides a generous medical premium contribution plus a cafeteria contribution that, when combined, may pay the majority of the cost toward medical, dental and vision coverage for employees plus their eligible dependents.

Medical

Employees are eligible to enroll in a CalPERS medical plan effective the first of the month following their date of hire. The following plans are available: Anthem Select HMO, Anthem Traditional HMO, Blue Shield Access+ HMO, HealthNet SmartCare HMO, Kaiser HMO, United Healthcare HMO, PERS Choice PPO, PERS Select PPO and PERS Care PPO.

The City pays a CalPERS required Minimum Employer Contribution (MEC) of $437.75 monthly to CalPERS to be used toward the cost of a medical plan premium plus provides an employee cafeteria contribution of $758.50 monthly that is used to pay for the difference between the Minimum Employer Contribution and actual medical premium cost. If there is a surplus cafeteria contribution, after applying to the medical premium, the surplus amount is used to pay the premium cost of the dental and/or vision plans. These amounts may cover employee plus family benefits depending upon plan selection. Surplus cafeteria plan contributions are not eligible for cash payment.

Cash-in-Lieu

Employees that do not elect medical coverage are eligible to receive $50.00 monthly, upon proof of other medical coverage.

Dental
Delta Dental PPO (Preferred Provider Organization) and Delta Dental DMO (Dental Maintenance Organization) plans are available for enrollment on the first of the month following date of hire. The premium cost will be deducted from the cafeteria plan surplus, if available. If the cafeteria plan does not contain a surplus, the cost will be deducted from pay on a pre-tax basis.

The Delta Dental PPO plan provides a voluntary buy-up option that enhances coverage for an additional cost and is paid 100% by the employee. Surplus cafeteria plan contributions may not be applied to the buy-up cost.

Dental cards are no longer mailed to employees, as you can simply use your social security number to verify your coverage eligibility with your dental provider. If you would like a dental insurance card, you can print a card by registering on the Delta Dental website at www.deltadentalins.com.

Vision
Employees are enrolled in the Vision Service Plan (VSP) effective the first of the month following their date of hire. Sixty-five (65%) percent of the premium cost for the 'employee plus one dependent' coverage level is included in the cafeteria contribution. Any additional cost will be deducted from the surplus cafeteria plan contribution. If the cafeteria plan does not contain a surplus, the cost will be deducted from pay on a pre-tax basis.

VSP provides a voluntary buy-up option that enhances coverage for an additional cost that is paid 100% by the employee. Surplus cafeteria plan contributions may not be applied to the buy-up cost.

VSP does not provide employees with member cards. You can simply use your social security number to verify your coverage with your vision provider. Plan information can be found at www.vsp.com.

Life Insurance/Accidental Death & Dismemberment (AD&D)
The City shall provide life insurance equal to the employee's hourly rate multiplied by 1,560 hours (maximum number of regularly scheduled hours worked per year). The employee also has the option of buying additional insurance, referred to as Supplemental Life/AD&D insurance, in an amount equal to the coverage provided by the City, up to the maximum allowable coverage. Coverage is subject to the terms and conditions of the insurance policy and to current tax law provisions. If an employee chooses to buy supplemental insurance, the additional cost will be deducted from any surplus cafeteria plan contribution, if available. If the cafeteria plan does not contain a surplus, the cost will be deducted from pay on an after-tax basis. Coverage begins the first of the month on or after the date the employee starts continuous service.

Short-Term Disability
The City contracts with the State of California Employment Development Department to provide State Disability Insurance benefits to SEIU employees. The premium cost is paid by employees through payroll deduction.

Employee Assistance Program (EAP)
Up to seven (7) paid in person counseling sessions per fiscal year for employees and eligible dependents plus unlimited telephonic sessions for work and life services are available through the EAP. The premium is paid by the City.

Flexible Spending Accounts
The City offers a Healthcare Spending Account with an annual election limit of $2,400 and a Dependent Care Spending Account with an annual election limit of either $2,500 or $5,000. Both spending account election limits are regulated by the IRS and the Dependent Care limit is determined based on an employee's income tax filing status.

Commuter Transportation Benefits
The Commuter transportation benefits plan allows you to set aside money on a pre-tax basis to pay for qualified work-related transportation expenses for mass transit, van pools, and parking. The monthly election limit is regulated by the IRS and fluctuates periodically.

Premium Conversion
Costs paid by the employees for medical, dental and vision premiums are automatically deducted from pay before taxes, thereby, reducing taxable income and increasing take home pay.

Retiree Medical Contribution
The City will contribute up to the monthly CalPERS Minimum Employer Contribution for SEIU employees that retire from Sunnyvale and elect CalPERS Basic or Medicare Supplement medical plan coverage. The Minimum Employer Contribution is paid directly to CalPERS, on behalf of the retiree. The City does not contribute to the cost of Medicare plan premiums that retirees pay to the Social Security Administration.

RETIREMENT

CalPERS Retirement Benefits for Classic Members
Classic members as referenced in this benefit summary are:

- City of Sunnyvale employees hired before January 1, 2013, or
- Employees hired on or after January 1, 2013 who are existing CalPERS members, or
- Employees hired on or after January 1, 2013 who are members of a reciprocal retirement system, as defined by CalPERS.

The City contracts with CalPERS to provide the Local Miscellaneous benefit formula of 2% @ 60 for classic employees hired on or after December 23, 2012 (Tier 2) and 2.7% @ 55 for all other classic members (Tier 1). Tier 2 classic employees contribute three percent (3%) of the seven percent (7%) employee contribution from pay on a pre-tax basis pursuant to 414(h)(2). Tier 1 classic employees contribute four percent (4%) of the eight percent (8%) employee contribution from pay on a pre-tax basis pursuant to 414(h)(2). The City pays the remaining four percent (4%) employee contribution and reports the value to CalPERS as additional compensation. Final compensation, for purposes of calculating the retirement benefit, is calculated on the highest average pensionable compensation earned by a member during a period of 12-consecutive months. This is also referred to as the single highest year average. The minimum retirement age is 50 and the maximum benefit age is 55 for Tier 1 and 63 for Tier 2.

Classic employees that first became members on or after July 1, 1996 are subject to an annual compensation limit. The current limit is $265,000. Employees do not pay contributions on amounts exceeding this limit and compensation earned beyond the limit will not be considered when CalPERS calculates the single highest year pensionable compensation average. The City does not participate in Social Security but does contribute to Medicare.

CalPERS Retirement Benefits for New Members
New members are:

- Individuals who have never been a member of any public retirement system prior to January 1, 2013, or
- Individuals who moved between retirement systems with more than a six (6) month break in service.

In compliance with the California Public Employees' Pension Reform Act of 2013 (PEPRA), new members will receive a Local Miscellaneous benefit formula of 2% @ 62. Employees contribute 50% of the normal cost which is subject to change on a fiscal year basis as determined by CalPERS. The current employee contribution is six and one quarter percent (6.25%). The employee contribution from pay is on a pre-tax basis pursuant to 414(h)(2).

Final compensation, for purposes of calculating the retirement benefit, is calculated on the highest average pensionable compensation earned by a member during a period of 36-consecutive months. This is also referred to as the 3-year average. The minimum retirement age is 52 and the maximum benefit age is 67.

New members are subject to an annual compensation limit that is regulated by CalPERS and changes periodically. Employees do not pay contributions on amounts exceeding the annual compensation limit, and compensation earned beyond the limit will not be considered when CalPERS calculates the 3-year pensionable compensation average. The City does not participate in Social Security but does contribute to Medicare.

457 Deferred Compensation
The City maintains several deferred compensation programs that are available to all employees.

ANNUAL LEAVES
Leaves are negotiated through collective bargaining, and therefore, may differ slightly for each bargaining unit. Please refer to the individual MOU for further details. Additionally, upon separation from the City, all leaves that are eligible for cash out will be paid to the employee on his/her final paycheck.

Paid Time Off (PTO)
PTO accrues on a pay period basis, according to the accrual schedule below:

Hours of Service	Accrual Rate for Each Paid Hour
1,000 or fewer	.088
1,001 - 2,500	.097
2,501-18,500	.122
18,501-28,500	.142
28,501 +	.150

Employees will accrue at the above rates while their PTO balance is less than 440 hours. Once the 440 hour cap is reached, PTO will no longer accrue until the employee uses PTO to reduce the leave balance.

Upon date of hire, paid time off (PTO) leave shall begin to accrue at the end of the first pay period. As a result, hours accrued in a particular pay period are not available within the same pay period. Please note that PTO leave cannot be used in an employee's first pay period of employment.

Holiday Leave
Holiday leave hours are granted at the beginning of each payroll calendar year and must be used by the end of the payroll calendar year. For example, the payroll calendar year for 2017 began on December 18, 2016 and ends on December 16, 2017. Holiday leave hours not used during this time period will not carry over to the next payroll calendar year.

New employees hired between January and June are entitled to the full allocation of hours. New employees hired between July and December are entitled to one-half of the allocation of hours. Holiday leave may be used on any given holiday, up to the number of hours that are normally scheduled.

Years of Service	Annual Holiday Hours Granted
0-3.99	8.00
4-8.99	16.00
9+	32.00

Holiday leave may be used on any given holiday, up to the number of hours normally scheduled that day for the employee, subject to supervisory approval. During weeks in which there are (closed building) holidays, an employee is required to have a combination of work hours and paid leave equal to at least twenty-one (21) hours.

The City of Sunnyvale observes a total of eleven (11) holidays per calendar year, as follows: New Year's Day, Martin Luther King Jr. Birthday, President's Holiday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day, and New Year's Eve.

Bereavement Leave
Up to twenty-one (21) hours is provided for the death of an eligible family member. The City reserves the right to require proof of death from the employee.

Jury Duty Leave
Full pay, up to the regularly scheduled work hours, is provided when called to serve on jury duty. Proof of service is required.

ADDITIONAL BENEFITS

Credit Union Membership	Direct Deposit
Tuition Reimbursement	Years of Service Awards