

Unrepresented Employees, Units 20, 21 & 22 **Executive Management, Mayor/Council Support &** **Executive Management Support (Non-Charter Officers)**

HEALTH AND WELFARE

Benefit Eligibility – Coverage begins for new hires and their eligible dependents on the first day of employment if that date is the first calendar day of the month designated. If employment begins after the first, coverage will begin the first day of the following month.

Eligible Dependents – Employee's spouse (the person legally married to under state law), State of California Registered Domestic Partner, your children or your spouse/domestic partner's children under the age of 26, your children or your spouse/domestic partner's children over the age 26 if they are incapacitated due to a disability and primarily dependent on you for support, children named in a Qualified Medical Child Support Order. The definition of a dependent child for the purposes of medical insurance shall also be in accordance with the Patient Protection and Affordable Care Act. *City affidavit for domestic partnership status for employee health benefits* may apply, depending upon your Labor Agreement

Medical – The City offers three medical providers: Kaiser Permanente, Sutter Health Plus and Western Health Advantage. Employee pays the difference once City-paid contribution is applied. After the City contribution is applied to your chosen Medical coverage, any remaining funds will be applied towards your dental and/or vision premiums. City contributions are as follows:

- Employee Only \$747.00/month
- Employee +1 \$1193.00/month
- Employee +2 or more \$1587.00/month

Dental – The City offers two dental plans provided by Delta Dental – Delta Dental PPO (includes Orthodontic and Implants) and DeltaCare USA (includes Orthodontic). The dental plans include coverage for eligible dependents.

Vision – The City offers two vision plans provided by Vision Service Plan (VSP) – a base plan and an enhanced plan. The vision plans include coverage for eligible dependents.

Flexible Spending Account (FSA) – The City offers a Healthcare, Dependent Care and Transportation FSA:

- Health Care FSA allows employees to use pre-tax dollars to receive reimbursement, up to \$2650 annually, for eligible medical, dental, and vision expenses.
- Dependent Care FSA allows employees to use pre-tax dollars to receive reimbursement, up to \$5000 annually, for eligible day care expenses for dependent children up to age 13.
- Transportation FSA allows employees to use pre-tax dollars to receive reimbursement up to \$260 a month for commuter benefits program.

Long-Term Disability – Executive Management and Mayor/Council Support employees shall receive City-paid long-term disability insurance.

Supplemental Short-Term Disability – Employees can purchase supplemental short-term disability coverage to provide up to 66 2/3% of base salary.

Basic Term Life & Accidental Death and Dismemberment Insurance (AD&D) – The City provides following City-paid basic life insurance at no cost to employees:

- \$50,000 life insurance for Executive Management, Executive Management Support and Mayor/Council Support;

Supplemental Life and AD&D – Available for employee purchase dependent upon Labor Agreement.

Dependent Life Insurance – Employees can purchase \$2,000 or \$5,000 life insurance for a spouse and/or child(ren) up to age 26.

Workers' Compensation – Employees are covered by the City's self-insured workers' compensation program.

Aflac Insurance – Employees can purchase Accident, Hospital Indemnity, or Critical Illness policies at the City's group rates.

LegalShield & Identity Theft Protection – Employees can purchase membership and have access to 24/7 expert legal advice, assistance on legal matters.

Liberty Mutual Home and Car Insurance – Employees are offered exclusive group savings and competitive rates.

RETIREMENT AND DEFERRED COMPENSATION

California Public Employees' Retirement System – The City contracts with the California Public Employees Retirement System (PERS).

- Executive Management, Mayor/Council Support and Executive Management Support: 2% @ 55 retirement formula for Classic PERS members; 2% @ 62 retirement formula for new enrollees to PERS.
- Executive Management Police Safety employees: 3% @ 50 retirement formula for Classic PERS members; 2.7% @ 57 retirement formula for new enrollees to PERS.
- Executive Management Fire Safety employees: 3% @ 55 retirement formula for Classic PERS members; 2.7% @ 57 retirement formula for new enrollees to PERS.

For more specific information, refer to the Personnel Resolution Covering [Unrepresented Officers and Employees](#).

Social Security and Medicare – Both the City and the employee contribute 6.2% into Social Security and 1.45% into Medicare. *Note: Sworn Police and Fire Safety employees do not participate in Social Security.*

401(a) Retirement Plan – IRS Section 401(a) Plans shall be available to eligible employees and participation for eligible employees shall be mandatory. Contributions to the Plan shall be as follows:

- **Executive Management and Mayor/Council Support** – City contributes four percent (4%) of salary, employee contributes five percent (5%) of salary.
- **Executive Management Support** – City contributes two percent (2%) of salary, employee contributes two percent (2%) of salary.

Deferred Compensation Plan – Enrollment in the City sponsored 457 Deferred Compensation Plan administered by Nationwide is voluntary. Contributions and earnings are tax deferred. Employees may enroll or change contributions once a month per IRS regulations. Employees can defer up to the annual amount fixed by the IRS. To allow for flexibility, the plan has loan and hardship withdrawal provisions. The City does not match employee contributions.

WORK/LIFE PROGRAMS

Employee Assistance Program (EAP) – EAP is a confidential service available to employees and their family, and is a program designed to help with emotional health issues and everyday challenges. Administered by Mental Health Network, EAP is easy to use and paid for by the City. EAP member services provide a wealth of resources that can help employees lead a healthy, happy, and well-balanced life – including emotional health, wellness, and work and life services for employees and their covered dependents. Employees and each of their family member are eligible for five (5) in-person sessions or telephonic consultations, per issue, per calendar year.

Transportation – The City encourages the use of public transportation. Full-time City employees who use Sacramento Regional Transit are eligible to receive eighty percent (80%) City-paid monthly bus passes. Part-time City employees are eligible to receive fifty percent (50%) City-paid monthly bus passes. If using other transportation modes such as Amtrak, the City will reimburse eligible full-time employees eighty percent (80%) of the costs up to a maximum of \$120.00 per month and eligible part-time employees may be reimbursed fifty percent (50%) of the costs up to a maximum of \$120.00 per month.

Eligible full-time Executive Management Support employees who work in the downtown area shall receive a transportation allowance of \$90.00 per month, and eligible part-time Executive Management Support employees shall receive a transportation allowance of \$60.00 per month.

Executive Management and Mayor/Council Support employees shall receive City-provided parking. Executive Management Support employees are eligible for City-provided parking. Employees who receive City-paid parking shall not be eligible for the downtown parking subsidy.

Discount parking will be available to Executive Management Support employees on a first-come, first-served basis, for parking spaces in the Memorial Garage at a cost of seventy percent (70%) of the regular Memorial Garage monthly rate.

Reimbursement for Use of Privately-Owned Vehicles:

- Executive Team Members \$500/month
- Division Managers \$250/month
- Professional Level \$0 - \$175/month
- Support/Miscellaneous Staff \$0 - \$100/month

Holidays – The City observes 13 official holidays and 2 floating holidays.

Vacation – Employees may accumulate up to a maximum of 480 vacation hours. Vacation accrual rate is based on years of service:

Years of Service	Vacation Earned
0 to 5	10 days/80 hours
5 to 15	15 days/120 hours
16 +	20 days/160 hours

Sick Leave – City employees accrue sick leave based on the number of regular hours worked. Full-time employees earn 96 hours of sick leave per year. There is no maximum accumulation.

Management Leave – Executive Management and Mayor/Council Support employees are credited with 80 hours of management leave time at the beginning of each fiscal year. Leave hours are prorated for new hires.

Administrative Leave – Executive Management Support employees are credited with 52 hours of administrative leave time each fiscal year. Leave hours are prorated for new hires.

Personal Time Off (PTO) – Employees receive the equivalent of twenty-four (24) hours of annual paid PTO after ten (10) years of full time service.

Other Leaves – The City also provides the following paid and unpaid leaves: bereavement leave, Family and Medical Leave (FMLA), California Family Rights Act (CFRA), pregnancy disability, parental leave, jury duty, and military duty leaves.

ADDITIONAL INFORMATION

Longevity Pay – Per Section 108 of City of Sacramento Charter, upon completion of twenty (20) years of service, an employee shall receive yearly thereafter a lump sum of \$100 in addition to said employee's regular compensation. Upon completion of twenty-five (25) years of service, an employee shall receive yearly thereafter a lump sum of \$200 in addition to said employee's regular compensation and in addition to the longevity allowance described above, for a total of \$300.

Miscellaneous Allowances – Please refer to the current Personnel Resolution Covering Unrepresented Officers and Employees for specific details regarding Continuing Education, Bilingual Pay, Technology Allowance, Notary Pay, State of California Bar Dues, Required Licenses and Certifications, and Tuition Reimbursement.

Uniforms – Safety management personnel employed in the Police Department receive a uniform allowance equal to, and on the same terms and conditions as, the uniform allowance granted to employees in the Police Department Unit. Safety management personnel employed in the Fire Department receive a uniform allowance equal to, and on the same terms and conditions as, the uniform allowance granted to employees in the Fire Department Unit. Civilian managers of the Police Department receive a uniform allowance equal to the highest uniform allowance granted to the represented employees whom they manage.

Please refer to the current Personnel Resolution Covering [Unrepresented Officers and Employees](#) for additional information regarding terms and conditions of employment.

Want to know what a specific health, dental or vision plan will cover as well as the associated costs? Please visit the [Benefit Services Division](#) webpage to review summaries of benefits and coverage documents.

For additional questions regarding City Benefits, please call Benefit Services at 916-808-5665 or email benefitservices@cityofsacramento.org.