

City of American Canyon Benefit Summary for Regular, Full-Time Employees

As of July 1, 2019

<u>EMPLOYEE BENEFITS</u>	<u>GENERAL EMPLOYEES</u>	<u>MID-MANAGEMENT</u>	<u>UNREPRESENTED CONFIDENTIAL - Non-Exempt</u>	<u>UNREPRESENTED CONFIDENTIAL - Exempt</u>	<u>AT-WILL</u>																					
FLSA STATUS	Non-Exempt	Exempt	Non-Exempt	Exempt	Exempt																					
TERM OF AGREEMENT OR PROGRAM																										
SCHEDULED SALARY INCREASES	July 1, 2019 - Increase based on the percentage of annual increase (to the nearest one-tenth of a percentage point) of the Consumer Price Index for all Urban Consumers, San Francisco Area (CPI-U) or April 2019 with a 2% floor and a 4% ceiling. July 1, 2020 - Increase based on the percentage of annual increase (to the nearest one-tenth of a percentage point) of the Consumer Price Index for all Urban Consumers, San Francisco Area (CPI-U) or April 2020 with a 2% floor and a 4% ceiling.																									
EMPLOYEE ORGANIZATION DUES	\$40/MO	\$40/MO	N/A																							
REQUIRED CITY COUNCIL OR ANY COMMISSION MEETINGS	Minimum of two (2) hours overtime rate per occurrence.	N/A		Minimum of two (2) hours overtime rate per occurrence.	N/A																					
VACATION & USAGE	Paid vacation accrues from the date of hire on a biweekly basis and increases after completion of the required years of service as follows: <table border="0"> <thead> <tr> <th><u>Years of Continuous Services</u></th> <th><u>Days of Vacation & Hours Accrued Per Anniversary Year</u></th> </tr> </thead> <tbody> <tr> <td align="center">0 through 3</td> <td align="center">12 (96 hours)</td> </tr> <tr> <td align="center">4 through 9</td> <td align="center">15 (120 hours)</td> </tr> <tr> <td align="center">10 through 15</td> <td align="center">20 (160 hours)</td> </tr> <tr> <td align="center">16 and more</td> <td align="center">25 (200 hours)</td> </tr> </tbody> </table>	<u>Years of Continuous Services</u>	<u>Days of Vacation & Hours Accrued Per Anniversary Year</u>	0 through 3	12 (96 hours)	4 through 9	15 (120 hours)	10 through 15	20 (160 hours)	16 and more	25 (200 hours)	Paid vacation accrues from the date of hire on a biweekly basis and increases after completion of the required years of service as follows: <table border="0"> <thead> <tr> <th><u>Years of Continuous Services</u></th> <th><u>Days of Vacation & Hours Accrued Per Anniversary Year</u></th> </tr> </thead> <tbody> <tr> <td align="center">0 through 2</td> <td align="center">12 (96 hours)</td> </tr> <tr> <td align="center">3 through 5</td> <td align="center">15 (120 hours)</td> </tr> <tr> <td align="center">6 through 10</td> <td align="center">20 (160 hours)</td> </tr> <tr> <td align="center">11 and more</td> <td align="center">25 (200 hours)</td> </tr> </tbody> </table>	<u>Years of Continuous Services</u>	<u>Days of Vacation & Hours Accrued Per Anniversary Year</u>	0 through 2	12 (96 hours)	3 through 5	15 (120 hours)	6 through 10	20 (160 hours)	11 and more	25 (200 hours)	No employee may take any vacation leave, nor receive payment in lieu thereof, until the completion of nine (9) months of service.			N/A
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VACATION CAP	320 Hours																									
SALE OF VACATION LEAVE	Up to forty (40) hours of accrued but unused vacation time can be cashed out subject to the following restrictions: (1) the employee must have taken at least forty (40) vacation hours during the past year (2) after any such cash out of vacation, the employee has a remaining vacation balance of at least 160 hours. Irrevocable cash-out election must be received during the month of December. Vacation will be paid out the first paycheck in the month of January.																									

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MANAGEMENT LEAVE (ACCRUED JULY 1)	N/A	13.5 day (108 hours)	N/A	15 days (120 hours)																																																																																	
SALE OF MANAGEMENT LEAVE	N/A	Up to fifty-four (54) hours of accrued but unused management leave each year. Irrevocable election must be received during the month of May. Leave will be paid out the first paycheck in the month of June .	N/A	Up to sixty (60) hours of accrued but unused management leave each year. Irrevocable election must be received during the month of December. Leave will be paid out the first paycheck in the month of January .																																																																																	
SICK LEAVE	Accrued at the rate of eight (8) hours for each calendar month of service (4 hours per biweekly pay period). No payment for accumulated and unused sick leave is made at the time of termination or upon retirement, although it may be applied towards additional retirement service credit.																																																																																				
BEREAVEMENT LEAVE	Up to thirty-two (32) hours with pay. See MOU																																																																																				
HOLIDAYS	<table border="0"> <thead> <tr> <th><u>Holiday</u></th> <th><u>Day Observed</u></th> <th colspan="3"><i>Any day appointed by the President of the United State or the Governor of the State of California as a holiday.</i></th> </tr> </thead> <tbody> <tr> <td>New Year's Day</td> <td>January 1st</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Martin Luther King, Jr.'s Birthday</td> <td>Third Monday in January</td> <td></td> <td></td> <td>Christmas Eve, Christmas Day and the Day after Christmas shall be observed on the following days:</td> </tr> <tr> <td>Washington's Birthday</td> <td>Third Monday in February</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Caesar Chavez</td> <td>March 31st</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Memorial Day</td> <td>Last Monday in May</td> <td>2019:</td> <td>24, 25 and 26th</td> <td></td> </tr> <tr> <td>Independence Day</td> <td>July 4th</td> <td>2020:</td> <td>24, 25 and 28th</td> <td></td> </tr> <tr> <td>Labor Day</td> <td>First Monday in September</td> <td>2021:</td> <td>24, 27 and 28th</td> <td></td> </tr> <tr> <td>Columbus Day</td> <td>Second Monday in October</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Veteran's Day</td> <td>November 11th</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Thanksgiving Day</td> <td>Fourth Thursday in November</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Day After Thanksgiving</td> <td>Friday after Thanksgiving</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Christmas Eve</td> <td>Varies</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Christmas Day</td> <td>Varies</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Day After Christmas</td> <td>Varies</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Floating Holiday</td> <td>Day selected by employee, subject to supervisor approval</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>					<u>Holiday</u>	<u>Day Observed</u>	<i>Any day appointed by the President of the United State or the Governor of the State of California as a holiday.</i>			New Year's Day	January 1st				Martin Luther King, Jr.'s Birthday	Third Monday in January			Christmas Eve, Christmas Day and the Day after Christmas shall be observed on the following days:	Washington's Birthday	Third Monday in February				Caesar Chavez	March 31st				Memorial Day	Last Monday in May	2019:	24, 25 and 26th		Independence Day	July 4th	2020:	24, 25 and 28th		Labor Day	First Monday in September	2021:	24, 27 and 28th		Columbus Day	Second Monday in October				Veteran's Day	November 11th				Thanksgiving Day	Fourth Thursday in November				Day After Thanksgiving	Friday after Thanksgiving				Christmas Eve	Varies				Christmas Day	Varies				Day After Christmas	Varies				Floating Holiday	Day selected by employee, subject to supervisor approval			
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LONGEVITY	After the completion of 10 years = \$100/ month			N/A	N/A																																																																																
	After the completion of 15 years = \$150/ month			N/A	N/A																																																																																
	After the completion of 20 years = \$200/ month			N/A	N/A																																																																																
	After the completion of 25 years = \$250/ month			N/A	N/A																																																																																

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CAFETERIA PLAN CONTRIBUTION	Effective July 1, 2019: \$293.21/ month	Effective July 1, 2019: \$329.57/ month			Effective July 1, 2019: \$357.98/month
	Effective July 1, 2019 and July 1, 2020: The same percentage increase as that of the salary increase at the same time (2%-4%)				
HEALTH IN-LIEU PAY	\$400/month				
2019 CalPERS HEALTH BENEFITS	The City contributes a monthly payment equal to 90% of the Kaiser HMO premium rates at each level of coverage (Employee only, Employee plus One Dependent, and Family) for active employees. Employee = \$691.43 Emp + 1 = \$1382.85 Family = \$1797.91				
DENTAL- DELTA DENTAL PPO	\$1,500 Benefit cap per person per year. Premium employee paid. Employee= \$41.50 Employee + 1 = \$80.60 Family = \$137.30				
VISION INSURANCE	If elected, premium paid by employee Employee = \$7.65 Employee + 1 = \$11.89 Family = \$18.86				
HEALTH FLEX SPENDING ACCOUNT (FSA)	Employee can elect to enroll and will receive tax-free monthly deduction based on election amount. <i>Subject to dollar caps.</i>				
LONG-TERM DISABILITY INSURANCE	Employee Paid -0.70% of monthly gross. Qualifying period is 90 days and benefit amount is 60% of monthly salary. (For more detailed information, please refer to policy booklet)				
GROUP LIFE INSURANCE	Employee Paid - \$7.50 per month - \$25,000 death and Accidental Death and Dismemberment (AD&D) benefit.	Employee Paid - \$15.00 per month - \$50,000 Death and Accidental Death and Dismemberment (AD&D) benefit.			
EMPLOYEE ASSISTANCE PROGRAM (EAP)	Assistance with employee and family member emotional or family problems, legal/financial difficulty, and/or struggling with substance abuse issues. Services include confidential assessments and referral services for extended treatment. Premium employee paid. \$1.55/mo				
WORKERS' COMPENSATION	City Provides for all Employees				
SOCIAL SECURITY	The City does not contribute to Social Security				
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CERTIFICATION RENEWALS/CERTIFICATE PAY	\$50 per month per certificate or skill, up to a maximum of \$100 per month			N/A	N/A
TUITION REIMBURSEMENT	Up to \$500 per year is reimbursable; unrelated to job / 100% tuition amount from CSU is reimbursable for degree related toward promotional opportunities				
VEHICLE ALLOWANCE	N/A	N/A	N/A	N/A	\$400/ month
WORK CLOTHING	Provided by City as required by the City.		See MOU page 21	N/A	N/A
SAFETY SHOES	\$250 reimbursement for Red Wing Boots or equivalent as required by City per year.		See MOU page 21	N/A	N/A

STANDBY DUTY	\$30 per day on weekdays and \$50 per day on weekends and holidays	N/A	N/A	N/A	N/A
CALL BACK	Employee's overtime rate for a minimum of two (2) hours per occurrence ("minimum pay") unless two (2) or more service calls overlap. The employee shall receive the greater of the minimum pay or overtime pay for hours actually worked.	N/A	N/A	N/A	N/A
DEFERRED COMPENSATION PLAN- 401A	N/A	Optional: The City will contribute 1% of the employee's salary. Employee is required to contribute 2% toward the 401(A)	The City will contribute 2% of the employee's salary. Employee is required to contribute 2% toward the 401(A)		
DEFERRED COMPENSATION PLAN- 457	This is available to all full-time employees and is optional				
RETIREMENT: CalPERS	CalPERS Members prior to January 1, 2013: Two percent (2%) at fifty-five (55) Classic Members are required to pay 10.399% of the employee contribution; Employer pays 7.469%				
	As of June 29, 2019 employee contributions will be 3.399% Side letter agreement #4 supersedes side letter agreement #2	As of June 29, 2019 employee contributions will be 3.399% Side letter agreement #3 supersedes side letter agreement #2	As of June 29, 2019 employee contributions will be 3.399%		
	New Employees and who meet the definition of "new member" under Government Code Section 7522.04(f) hired on or after 1/1/2013: Two percent (2%) at sixty-two (62) and are required to pay 7.25% of employee share. Employer pays 7.072%				
Classic CalPERS Members	<p>Partial Service Retirement: See CalPERS website Section 211198</p> <p>Military Service Credit for Retired Person: See CalPERS website Section 21027</p> <p>Pre-Retirement Option 2W Death Benefit: See CalPERS website Section 21548</p> <p>Public Service Credit for Peace Corps, AmeriCorps, VISTA, or AmeriCorps Service: See CalPERS website Section 21023.5</p>				
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Classic CalPERS Members	<p>Public Service Credit for Period of Layoff: See CalPERS website Section 21022</p> <p>Post-Retirement Survivor Allowance to Continue After Remarriage: See CalPERS website Section 21635</p> <p>Post-Retirement Survivor Allowance: See CalPERS website Section 21624/26/28</p> <p>1959 Survivor Benefit Indexed Level: See CalPERS website Section 21574.5</p> <p>Final Compensation 1 year: See CalPERS website Section 20042</p> <p>Unused Sick Leave Credit- Local Member: See CalPERS website Section 20965</p> <p>Pre-Retirement Death Benefits to Continue After Remarriage of Survivor: See CalPERS website Section 21551</p>				

	<p>Military Service Credit as Public Service : See CalPERS website Section 21024</p> <p>2% @ 55 Formula for Local Miscellaneous member: See CalPERS website Section 21354</p> <p>\$500 Retired Death Benefit: See CalPERS website Section 21620</p> <p>2% Annual Cost-of-Living Allowance Increase: See CalPERS website Section 21329</p> <p>Prior Service: See CalPERS website Section 20055</p>				
New CalPERS Members	<p>\$500 Retired Death Benefit: See CalPERS website Section 21620</p> <p>1959 Survivor Benfit Indexed Level: See CalPERS website Section 21574.5</p> <p>2% @62 Formula for Miscellaneous/Industrial Members: See CalPERS Section 7522.20</p> <p>2% Annual Cost-of-Living Allowance Increase: See CalPERS Section 21329</p> <p>Final Compensation 3 Years: See CalPERS Section 20037</p> <p>Military Service Credit as Public Service : See CalPERS website Section 21024</p> <p>Military Service Credit for Retired Persons: See CalPERS Section 21027</p>				
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