

City of San Ramon
Summary of Employee Benefits*

Updated 02/05/2024

| Benefits Categories | Unrepresented Miscellaneous Employees | SEIU Local 1021 | Police Officers' Association (POA) |
|------------------------------------|--|---|---|
| MOU Effective Dates | 7/1/2022 | 7/1/2022 - 6/30/2026 | 7/1/2021 - 6/30/2024 |
| Job Classifications | All other classifications not listed under SEIU or POA. | Electrician I/II, Maintenance Assistant, Maintenance Coordinator, Maintenance Specialist, and Maintenance Technician I/II | Police Corporal, Police Officer, and Police Sergeant |
| Salary Range Adjustments | <p>Effective July 1, 2024, ranges will be adjusted, as needed, based on the results of a total compensation salary survey.</p> <p>Effective July 1, 2025, adjustments will be based on the change in Consumer Price Index (CPI) from April 2024 through April 2025. The salary adjustment shall be no greater than 3.5%.</p> | <p>Effective July 1, 2024, adjustments will be based on the change in Consumer Price Index (CPI) from June 2023 through June 2024. The salary adjustment shall be no greater than 3.5%.</p> <p>Effective July 1, 2025, ranges will be adjusted, as needed, based on the results of a total compensation salary survey.</p> | <p>Effective July 1, 2023, adjustments shall be based on the results of a total compensation salary survey to bring the top of the ranges to the 75% percentile of the City's comparator agencies as of May 30, 2023.</p> |
| Performance Based Salary Increases | <p>Employees who receive a "Does Not Meet Standards" (less than 3.00 score) evaluation are ineligible for any adjustment.</p> <p>For the period of July 1, 2020 through June 30, 2022: Exemplary: 4.50 to 5.00 = 6% + three (3) performance days Exceeds Standards: 4.00 to 4.49 = 6% Meets Standards: 3.50 to 3.99 = 5% 3.00 to 3.49 = 4%</p> <p>For non-sworn classifications, a performance day is equal to seven and one-half (7.5) hours of leave.</p> <p>For sworn classifications, a performance day is equal to eight (8) hours of leave.</p> | <p>Employees who receive a "Does Not Meet Standards" (less than 3.00 score) evaluation are ineligible for any adjustment.</p> <p>For the period of July 1, 2022 through June 30, 2026: Exemplary: 4.50 to 5.00 = 6% + three (3) performance days Exceeds Standards: 4.00 to 4.49 = 6% Meets Standards: 3.50 to 3.99 = 5% 3.00 to 3.49 = 4%</p> <p>A performance day is equal to seven and one-half (7.5) hours of leave.</p> | <p>Employees who receive a "Does Not Meet Standards" (less than 3.00 score) evaluation are ineligible for any adjustment.</p> <p>On July 1, 2022 and July 1, 2023: Meets Standards = 5% Approaching Standards = 3%</p> |

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| Medical Insurance | Medical coverage is provided for employees and dependents through CalPERS under the Public Employees Medical and Hospital Care Act (PEMHCA). Coverage is effective the 1st of the month following the City's receipt of the enrollment documents. The City will contribute an amount equal to the CalPERS Kaiser Bay Area Premium each year. Employees electing enrollment in a CALPERS medical plan with premium rates greater than the Kaiser CALPERS Bay Area premium rates shall contribute the difference between the Kaiser CALPERS Bay Area plan for the coverage level elected and the actual premium cost of the medical plan selected for the coverage level elected. The City's Monthly Contribution rates for 2024: Employee = \$1,021.41; Two Party = \$2,042.82; Family = \$2,655.67 | | |
| Dental Insurance | The City offers two dental plans (one for Unrepresented and SEIU groups and one for POA) through Delta Dental. The City pays 100% of the benefit for employee and all eligible dependents. Coverage is effective the first day of the month following date of hire. The City's Monthly Contribution rates for 2024: | | |
| | Employee = \$63.40 Two-Party = \$110.50 Family = \$183.80 | | Employee = \$58.80 Two-Party = \$102.20 Family = \$169.70 |
| Vision Insurance | The City offers one vision plan for all employee groups through Vision Service Plan (VSP) which the City pays 100% of the benefit for employee and all eligible dependents. Coverage is effective the first day of the month following date of hire. 2024 Monthly Rates: Employee = \$5.62; Two-Party = \$10.86; Family = \$17.25 | | |
| Monthly Opt-Out for Medical and/or Dental (upon proof of other coverage) | The opt-out rates will be as follows, based on the employee's status and eligibility during the active benefit plan year, in accordance with Internal Revenue Code timelines and qualifying events: | | |
| | Employee = Medical \$300 and/or dental \$50 Two-Party = Medical \$400 and/or dental \$75 Family = Medical \$500 and/or dental \$100 *Unrepresented sworn classifications receive same rate as POA | | Employee = Medical \$510.71 and/or dental \$50 Two-Party = Medical \$1,021.41 and/or dental \$75 Family = Medical \$1,327.84 and/or dental \$100 |
| Employee Assistance Program | The City offers employee counseling and legal assistance benefits through Magellan Health Services for employees and all eligible dependents. It is City paid at 100%. | | |
| Deferred Comp (457) & Roth (457) | The City offers optional participation at the employee's cost in the MissionSquare Deferred Compensation 457 Plan and/or Roth 457 Plan. | | |
| Section 125 Flexible Spending Reimbursement Accounts | Voluntary pre-tax employee contributions up to \$3,200/year for health care expenses and up to \$5,000/year for dependent care expenses. The City shall make an annual contribution (January 1 of each year) of \$500 to the flexible medical spending account for each employee. Any employee hired after January 1 shall have a prorated amount contributed into the flexible medical spending account in the employee's name. | | |
| Life Insurance | The City shall provide to each employee an employer-paid life insurance policy which is 2X employee's base annual salary; it is 100% City paid. Employees shall be eligible for coverage upon hire date. | | |

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| Voluntary/Supplemental Life Insurance | There is an option to purchase additional supplemental life insurance at the employee's cost. | | |
| CalPERS Retirement NOTE: Sworn Safety Employees not covered under the Police Officers' Association follow the POA provisions for CalPERS Retirement NOTE: Employer share is an estimate of projected payroll based on CalPERS valuation report. Percent reflected includes employer normal cost and the unfunded liability contribution owed. The cost does not include POB's the City has secured to reduce unfunded liability. | Employees hired before July 1, 2012: 2.7% @ 55 Member contribution is 8% of salary which the City pays 100% (EPMC). The employee contributes 8% back to the City and an additional 3% toward the employer share for a total employee contribution of 11%. <i>The employer share for FY 23/24 = 17.30% & FY 24/25 = 19.73%; One Year Final Compensation; 1959 Survivor Benefit Level 4</i> | Employees hired before July 1, 2012: 2.7% @ 55 Member contribution is 8% of salary which the City pays 100% (EPMC). The employee contributes 8% back to the City and an additional 3% toward the employer share for a total employee contribution of 11%. <i>The employer share for FY 23/24 = 17.30% & FY 24/25 = 19.73%; One Year Final Compensation; 1959 Survivor Benefit Level 4</i> | Safety employees hired before July 1, 2012: 3% @ 50 Member contribution is 9% of salary which the City pays 100% (EPMC). The employee contributes 9% back to the City and an additional 3% toward the employer share for a total employee contribution of 12%. <i>The employer share for FY 23/24 = 29.09% & FY 24/25 = 29.30%; One Year Final Compensation; 1959 Survivor Benefit Level 4</i> |
| | Classic PERS members hired on or after July 1, 2012: 2% @ 60 Member contribution is 7% of salary which the City pays 100% (EPMC). The employee contributes 7% back to the City and an additional 3% toward the employer share for a total employee contribution of 10%. <i>The employer share for FY 23/24 = 17.30% & FY 24/25 = 19.73%; Three Year Final Compensation; 1959 Survivor Benefit Level 4</i> | Classic PERS members hired on or after July 1, 2012: 2% @ 60 Member contribution is 7% of salary which the City pays 100% (EPMC). The employee contributes 7% back to the City and an additional 3% toward the employer share for a total employee contribution of 10%. <i>The employer share for FY 23/24 = 17.30% & FY 24/25 = 19.73%; Three Year Final Compensation; 1959 Survivor Benefit Level 4</i> | Classic PERS safety members hired on or after July 1, 2012: 3% @ 55 Member contribution is 9% of salary which the City pays 100% (EPMC). The employee contributes 9% back to the City and an additional 3% toward the employer share for a total employee contribution of 12%. <i>The employer share for FY 23/24 = 24.79% & FY 24/25 = 24.96%; Three Year Final Compensation; 1959 Survivor Benefit Level 4</i> |
| | PEPRA new members hired on or after January 1, 2013: 2% @ 62 Member contribution is 6.25% of salary which is paid by the employee. The employee shall contribute an additional 3% toward the employer share, above the rate determined by CalPERS. <i>The employer share for FY 23/24 = 17.30% & FY 24/25 = 19.73%; Three Year Final Compensation; 1959 Survivor Benefit Level 4</i> | PEPRA new members hired on or after January 1, 2013: 2% @ 62 Member contribution is 6.25% of salary which is paid by the employee. The employee shall contribute an additional 3% toward the employer share, above the rate determined by CalPERS. <i>The employer share for FY 23/24 = 17.30% & FY 24/25 = 19.73%; Three Year Final Compensation; 1959 Survivor Benefit Level 4</i> | PEPRA New safety members hired on or after January 1, 2013: 2.7% @ 57 Member contribution is 13.75% of salary which is paid by the employee. <i>The employer share for FY 23/24 = 14.50% & FY 24/25 = 14.72%; Three Year Final Compensation; 1959 Survivor Benefit Level 4</i> |

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| Retiree Medical <i>Pre-Medicare Eligible</i> | Employees are eligible for retiree health benefits under the CalPERS PEMHCA minimum employer contribution provision if they retire from the City on or after age 50. Employees are also eligible for additional retiree medical benefits if they have met the minimum vesting period required, as follows: | | |
| | For Unrepresented and SEIU employees hired before July 1, 2006, and for all sworn Safety employees hired on or before July 1, 2007 , medical, dental and vision premium payments shall be made on behalf of the <u>employee plus a spouse/registered domestic partner</u> who retires from the City of San Ramon based on the following vesting schedule: | | |
| | 0 - 3 years of service = No payment 4 to 7 years of service = 50% of the cost of premiums 8 to 11 years of service = 75% of the cost of premiums 12 or more years of service = 100% of the cost of premiums | | |
| | For Unrepresented and SEIU employees hired between July 1, 2006 and June 30, 2014, and for all sworn Safety employees hired between July 2, 2007 and June 30, 2014 , medical, dental and vision premium payments shall be made on behalf of the <u>employee only</u> who retires from the City of San Ramon based on the following vesting schedule: 0 - 4 years of service = No payment 5 years of service = 25% of the cost of premiums Each additional service year = +5% 20 or more years of service = 100% of the cost of premiums | | |
| | For Miscellaneous employees hired on or after July 1, 2014 , the City will contribute an amount equal to 3% of the employee's salary to a Retirement Health Savings Plan with MissionSquare while employed with the City to be used to pay for medical, dental, and/or vision costs. | | |
| | For Safety employees hired on or after July 1, 2014 , the City will contribute an amount equal to 4% of the employee's salary to a Retirement Health Savings Plan with MissionSquare while employed with the City to be used to pay for medical, dental, and/or vision costs. | | |
| Medicare Eligible Retirees (For employees hired prior to July 1, 2014 only) | San Ramon City Council Resolution 2007 – 189 provides that retirees may receive a reimbursement up to \$480.15 (2024 rate) per month adjusted annually by 2% (in some cases an additional \$480.15 per month for a spouse) to purchase a Medicare supplemental insurance policy and to pay for dental and vision coverage. Actual reimbursement amount will be dependent on date of hire and percent eligible to receive. Upon reaching Medicare eligibility, and contingent upon continued enrollment in the CALPERS Medical Insurance program, the City will reimburse the eligible retiree the difference between the amount the retiree is eligible to receive to purchase a Medicare Supplement and other available health benefits and the CalPERS "employer minimum share." | | |
| Long-Term Disability | Paid 100% by City. Non-sworn employees that work at least 30 hours per week qualify for this benefit. 66 2/3% of pre-disability earnings, 90 day waiting period, monthly maximum of \$10,000. Unrepresented Sworn Safety personnel only: Receive same Long-Term Disability Insurance benefits as POA members. | | Paid 100% by City. All sworn safety personnel qualify for this benefit. 85% of pre-disability earnings, 30 day waiting period, monthly maximum of \$10,000. |
| Short-Term Disability | Paid 100% by City. Non-sworn employees that work at least 30 hours per week qualify for this benefit. 66 2/3% of pre-disability earnings, 30-day waiting period, weekly maximum of \$2,310. | | N/A |
| Adoption Benefit | Adoption benefits will be provided to all employees. An employee who adopts a child will be eligible to receive reimbursement from the City for fifty percent (50%) of the costs related to the adoption up to a maximum reimbursement of five thousand dollars (\$5,000). | | |

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| Social Security / Medicare | The City does not participate in Social Security except for the required Medicare portion, which equals a 1.45% employee contribution and a matching contribution by the City. Any employee receiving wages in excess of \$200,000 will have to pay an additional 0.09% on those wages. | | |
| Holidays | Unrepresented and SEIU employees receive ten and one-half (10.5) federal holidays and three (3) discretionary holidays for pay purposes. | | POA employees receive ten (10) federal holidays and three and one-half (3.5) discretionary holidays for pay purposes. |
| Vacation Leave | <p>Years 1 - 4 = 12 days per year Years 5 - 9 = 15 days per year Years 10 - 14 = 20 days per year Years 15 - 19 = 22 days per year Years 20+ = 25 days per year</p> <p>Regular part-time employees accrue vacation in an amount proportionate to the ratio of scheduled hours of work per week. Maximum vacation accrual is equal to two times the annual accrual. Upon Separation from the City, vacation is paid at the employees' base rate of pay.</p> | <p>Years 1 - 4 = 12 days per year Years 5 - 9 = 15 days per year Years 10 - 14 = 20 days per year Years 15 - 19 = 22 days per year Years 20+ = 25 days per year</p> <p>Regular part-time employees accrue vacation in an amount proportionate to the ratio of scheduled hours of work per week. Maximum vacation accrual is equal to two times the annual accrual. Upon Separation from the City, vacation is paid at the employees' base rate of pay. Upon retirement, employees can use an amount of vacation equal to their annual accrual to extend their retirement date.</p> | <p>Years 1 - 4 = 12 days per year Years 5 - 9 = 15 days per year Years 10 - 14 = 20 days per year Years 15+ = 22 days per year</p> <p>Regular part-time employees accrue vacation in an amount proportionate to the ratio of scheduled hours of work per week. Maximum vacation accrual is equal to two times the annual accrual. Upon retirement, employees can use an amount of vacation equal to their annual accrual to extend their retirement date.</p> |
| Sick Leave | <p>Sick leave is accrued at seven and one-half (7.5) hours per calendar month for each month that a regular full-time employee has worked. Regular part-time employees shall accrue sick leave in proportion to actual work hours per week. Sick leave may be accumulated without limit for use purposes.</p> <p>Sick leave for sworn classifications is accrued at eight (8) hours per calendar month for each month that a regular full-time employee has worked. Regular part-time employees shall accrue sick leave in proportion to actual work hours per week. Sick leave may be accumulated without limit for use purposes.</p> <p>In accordance with the Paid Sick Leave Law, temporary employees who work 30 or more days per year are eligible for paid sick leave. Eligible temporary employees will accrue paid sick leave for every 30 hours worked. Hours carry over from year to year with a cap of 48 hours. New hires will be able to utilize paid sick leave after the 90th day of employment.</p> | | <p>Sick leave is accrued at eight (8) hours per calendar month for each month that a regular full-time employee has worked. Regular part-time employees shall accrue sick leave in proportion to actual work hours per week. Sick leave may be accumulated without limit for use purposes.</p> <p>In accordance with the Paid Sick Leave Law, temporary employees who work 30 or more days per year are eligible for paid sick leave. Eligible temporary employees will accrue paid sick leave for every 30 hours worked. Hours carry over from year to year with a cap of 48 hours. New hires will be able to utilize paid sick leave after the 90th day of employment.</p> |

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| Annual Sick Leave Conversion for Active Employees | Employees can convert up to a maximum of seventy-five (75) hours of accrued sick leave to cash, based upon a years of service conversion ratio. As an alternative, employees may elect to convert one (1) week of accrued sick leave at 100% to their MissionSquare 457 deferred compensation plan. This would be in-lieu of the cash-in option. Sworn employees can convert up to a maximum of eighty (80) hours of accrued sick leave to cash, based upon a years of service conversion ratio. As an alternative, employees may elect to convert one (1) week of accrued sick leave at 100% to their MissionSquare 457 deferred compensation plan. This would be in-lieu of the cash-in option. | | Employees can convert up to a maximum of eighty (80) hours of accrued sick leave to cash, based upon a years of service conversion ratio. As an alternative, employees may elect to convert one (1) week of accrued sick leave at 100% to their MissionSquare 457 deferred compensation plan. This would be in-lieu of the cash-in option. | | | | | | | | |
| Sick Leave Conversion upon Retirement or Separation | Employees upon retirement or resignation in good standing, will be allowed to convert a portion of their unused sick leave to cash as follows: <table><tr><td><u>Service Requirement</u></td><td><u>Percentage Allowed</u></td></tr><tr><td>Less than 5 years of uninterrupted service</td><td>25%</td></tr><tr><td>5 to 10 years of uninterrupted service</td><td>33%</td></tr><tr><td>More than 10 years of uninterrupted service</td><td>50%</td></tr></table> At retirement, the percentage of leave not sold back will be reported to CalPERS for additional service credit (# of hours / 8). Or, as an alternative, employees who are retiring can convert 100% of their sick leave to service credit, regardless of years of service. | | <u>Service Requirement</u> | <u>Percentage Allowed</u> | Less than 5 years of uninterrupted service | 25% | 5 to 10 years of uninterrupted service | 33% | More than 10 years of uninterrupted service | 50% | N/A |
| <u>Service Requirement</u> | <u>Percentage Allowed</u> | | | | | | | | | | |
| Less than 5 years of uninterrupted service | 25% | | | | | | | | | | |
| 5 to 10 years of uninterrupted service | 33% | | | | | | | | | | |
| More than 10 years of uninterrupted service | 50% | | | | | | | | | | |
| Compensatory Time (Comp Time) | Maximum accrual of 240 hours (non-exempt employees only). | | | | | | | | | | |
| Bereavement Leave | Up to five (5) working days leave with pay in the event of death in the immediate family of the employee or the employee’s spouse, or the employee's designated person. | | | | | | | | | | |
| Professional/Management Leave (Exempt Employees Only) | Executive Management employees receive 10 days administrative leave on January 1 of each year. Management/Professional employees receive 7 days administrative leave on January 1 of each year. No employee shall be paid for unused administrative leave. | N/A | N/A | | | | | | | | |
| Additional Compensation | | | | | | | | | | | |
| Management Incentive Pay | Not-to-exceed \$250.00 per pay period for Department Directors and management employees. Amount varies by classification. | N/A | N/A | | | | | | | | |
| Uniform Allowance | \$1,050/Year for Unrepresented Sworn Only | N/A | \$1,050/year | | | | | | | | |

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| Boot Allowance | \$100/Year for Unrepresented Police Services employees Only | N/A | \$100/Year |
| Specialty Pays | <u>Associate/Assistant Engineers</u> PE Pay = 5% City/District Engineer = 5% <u>For Unrepresented Sworn Only:</u> POST Intermediate = 2.5% POST Advanced = 7.5% POST Management = 12.5% (POST pays are not cumulative) | <u>Maintenance Specialists</u> Auto Mechanic = 5% Signal Technician = 5% <u>Maintenance Coordinators</u> Shop Coordinator and Signal Technician = 5% | FTO = 5%; 8% if also assigned K9 or Motor. K9 & Motors = 5% when assigned; 4% if receiving Master Officer I pay; 3% if receiving Master Officer II pay. Master Officer: MO I = 2.5%; MO II = 7.5% (not cumulative) Physical Fitness = 1% of base pay for 13 pay periods; eligible twice per year. POST Intermediate = 2.5% POST Advanced = 7.5% (not cumulative) |
| Callout and Standby Pay | N/A | Standby Pay: 15% of employee's straight time rate of pay for all hours spent on standby. Callout (Callback) Pay: Compensated for a minimum of two (2) hours work at one and one-half (1.5) times the regular hourly pay rate. Time worked in addition to the two (2)-hour minimum will be compensated at one and one-half (1.5) times the normal hourly rate for each additional hour, or fraction thereof. | N/A |
| Shift Differential | N/A | An employee who is scheduled to work a shift in which the majority of the hours occur after nine (9) p.m. and before seven (7) a.m. shall receive an additional five percent (5%) shift differential for hours worked while assigned to that shift. | N/A |

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