

## CITY OF SANTA ROSA

### *General Benefits Summary for Miscellaneous Management and Council Appointed Employees*

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#### **THE CITY**

Santa Rosa is located on Highway 101, 56 miles north of San Francisco and 21 miles east of the Pacific Ocean. The City has a population of approximately 154,453 within 40.96 square miles. Santa Rosa is the major merchandising, medical, educational and services center for the Redwood Empire. The City has an excellent school system and community college; a state university is located nearby. There are a wide variety of both recreational and cultural activities. Forty-three parks are located within the City including Lake Ralphine, Spring Lake County Park and Annadel State Park. The Russian River resort area, Armstrong Redwood Grove, Lake Mendocino, Clear Lake, Lake Sonoma and Sonoma Coast State Beaches are within a short driving distance.

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- VACATION:** Ten (10) days of vacation for one to four years of service; additional days are earned with additional years of service. Part-time employees shall accrue vacation on a prorated basis. An annual sell back option is available.
- VACATION SELLBACK:** Annually during the month of November, employee may “sell back” up to eighty (80) hours (prorated based on FTE allocation) of vacation providing he/she has eighty (80) hours of vacation remaining after the sell back.
- HOLIDAYS:** Employees receive 10 paid holidays per year (8 hours each), plus 2 to 3 floating holidays (8 hours each) per. Part-time employees shall accrue holiday leave on a prorated basis based on hours in paid status.
- ADMINISTRATIVE LEAVE:** All management employees not entitled to overtime are provided with twenty hours of administrative leave annually. An additional 68-92 hours of leave is available for those employees who are expected to voluntarily work in excess of a 40-hour work week.
- SICK LEAVE:** Sick leave is accrued at the rate of 8 hours per month. Any employee who retires and has completed 10 consecutive years of service will receive payment for one-half of accumulated sick leave up to a maximum of 600 hours. Part-time employees shall accrue sick leave on a prorated basis based on hours in paid status.
- HEALTH PLANS:** The City provides a choice of three plans--City PPO, City EPO, or Kaiser Permanente. City contributes a portion of the monthly premium for employee and dependents, including qualified domestic partners; employee contributes monthly premium difference. Part-time employees may elect to participate in health insurance plans and premium contributions will be prorated based on hours in paid status.
- DENTAL INSURANCE:** The City provides and contributes the monthly premium for Delta Dental plan for employee and dependents, including qualified domestic partners. Part-time employees may elect to participate in the dental insurance plan and premium contributions will be prorated based on hours in paid status.
- VISION CARE:** City provides and contributes the monthly premium for vision care for employee and dependents, including qualified domestic partners. Part-time employees may elect to participate in the vision care insurance plan. The City will contribute a percentage of the monthly premium based on the employee's full-time equivalent (FTE).

**LIFE INSURANCE:** City provides and contributes the monthly premium for term life insurance. Employee has the option to apply for additional life insurance

**LONG TERM DISABILITY:** City provides and contributes the monthly premium for Long Term Disability Coverage.

**RETIREMENT:** Public Employee's Retirement System, 3% at age 60, single highest year formula. Employee contribution of 8% deducted from employee's base pay on a pre-tax basis.

**DEFERRED COMP.:** Deferred compensation plans are available.

**CREDIT UNION:** Employees may participate in the benefits of the Redwood Credit Union which provides loans and systematic savings through payroll deduction.

The above list of benefits and descriptions has been edited due to space limitations; the Memorandum of Understanding for each particular bargaining unit contains the specific contract provision. It does not include any additional benefits negotiated in individual contracts.

The information contained herein is subject to change and does not constitute either an expressed or an implied contract.