

**FAIRFIELD-SUISUN SEWER DISTRICT  
BENEFIT SUMMARY SHEET  
Full Time  
TECHNICAL EMPLOYEES  
2012**

**Comp Time/Overtime:** Technical employees are eligible for overtime pay when actual work exceeds forty hours per workweek. Workweeks begin on Friday and end on Thursday. Overtime is paid at the rate of time-and-a-half. All overtime must be approved in advance by a supervisor. Overtime may be deferred as comp time, at employee's request, with District approval. Maximum comp time accrual is 100 hours. Upon separation from the District, employees are paid for any unused comp time.

**Sick Leave:** Eligible at date of hire. Annual accrual of 96 hours (3.69 hrs/pay period) used for family or self.

**Sick Leave Incentive Program:** District pays cash at employee's request for up to 50% of unused sick leave accrued each calendar year, paid in January of the following year, so long as the employee maintains a balance of at least 160 hours sick leave. Upon separation from service with at least 5 years continuous employment, employees may receive payment for 3% of sick leave balance for each year of service, up to a maximum of 60%. Upon retirement from the District, pension service credit may be earned with unused sick leave balance after any cash payment.

**Sick Leave Death Benefit:** If an employee dies after completing five full years employment, the beneficiary shall be entitled to reimbursement of 50% of accumulated unused sick leave. If an employee dies due to duty related causes, the beneficiary shall be entitled to reimbursement of 100% of accumulated sick leave balance.

**Holidays:** The District has no specified holidays. Employees may choose which holidays suit their needs and schedule those days with their supervisor. Full-time employees receive 100 hours of holiday pay per calendar year (January 1 to December 31).

**Bereavement Leave:** At the discretion of the General Manager, employees are authorized a maximum of thirty hours of bereavement leave in the event of death in the employee's or the employee's spouse's immediate family (spouse, parent, foster parent, sibling, child, grandchild, grandparent). Bereavement leave shall not be deducted from sick leave and shall not accrue as vested leave.

**Vacation:** Eligible to use upon accrual with supervisor's approval.

<u>Years of Service</u>	<u>Accrual Rate</u>	<u>Accrual Maximum</u>
Date of hire through 3 yrs	80 hours/yr (earned at 3.08 hrs/pay period)	120 hrs
Beginning of 4 through 10 yrs	120 hours/yr (earned at 4.62 hrs/pay period)	180 hrs
Beginning of 11 years and over	160 hours/yr (earned at 6.16 hrs/pay period)	240 hrs

The maximum vacation time that may be accrued is 1.5 times the employee's current annual accrual rate. When maximum accrual is reached, employee ceases to accrue additional vacation time until balance is reduced. The accrual is reported on bi-weekly payroll. Upon separation from the District, employees are paid for unused vacation. Accrual rate and accrual maximum are pro-rated for part-time status.

**Personal Leave:** Eligible to use with approval of supervisor. Accrues at .93 hours per pay period. Total annual amount is 24 hours. Can be taken as time-off only. Upon separation from the District, employees are paid for any unused personal leave.

**Short Term Disability Insurance:** The District has a self-funded STD plan to provide a maximum disability benefit of 60% of base salary for non-industrial injuries for a maximum of 90 days. Benefits commence after a 14-day waiting period, or immediately if hospitalized. Accrued leave may be used to supplement STD benefits, to a combined maximum of 80% of base salary.

**Fairfield-Suisun Sewer District**  
**Full-time**  
**Technical Employees, 2012 (continued)**

**Long Term Disability Insurance:** Eligible one month after date of hire. Takes effect upon end of short term disability benefits (90 days) or paid leave benefit availability, whichever is later. Maximum benefit equal to 60% of base salary.

**Medicare and Social Security:** Employees hired after 1986 contribute a portion of gross salary (currently 1.45%) for Medicare coverage as required by federal regulations. The District does not participate in Social Security and employees are exempt from Social Security tax withholding.

**Life Insurance:** Eligible first day of first month after date of hire. The District provides group term life insurance coverage of \$50,000.

**Health and Dental/Vision Programs:** Eligible first day of first month after date of hire. Medical coverage is offered through PERS Health Benefits Plan. District's contribution toward health and dental/vision premiums is adjusted each January 1 to equal cost of family coverage for PERS Kaiser and dental/vision. For 2012, District contributes up to \$1,826.02 (Bay Area Region) or \$1,701.87 (Sacramento Area Region) per month towards health and dental/vision premiums.

**Retiree Medical:** Upon normal PERS retirement including PERS industrial disability retirement, employee may continue on the District's PERS health insurance plan, subject to payment of employee's costs. In the event of the death of the retired employee, dependents may be eligible to continue on District's PERS health insurance plan, subject to payment of employee's costs. The employer's portion of the costs will vary depending on the date of retirement.

**Vision Care:** The District will pay a maximum of \$350/year for vision care expenses not covered under other insurance.

**Cafeteria Plan (Flexible Benefit Account):** Provides reimbursement for health and dental/vision premiums, medical and dependent care expenses on a pre-tax basis. Allocation amounts must be determined at the beginning of the plan period. Services must be received during the plan period and any unused allocations will be forfeited. Covers insurance deductibles, dental/orthodontia, prescriptions, vision care, physical exams, etc. Full-time employees who select health and dental/vision plans with monthly premiums of less than \$1,425 may choose to have 50% of the difference between \$1,425 and the cost of the selected plans credited to a Cafeteria Plan or paid in cash with bi-weekly payroll.

**Public Employees' Retirement System (PERS):** Eligible date of hire. District contribution is currently 17.008% of salary; the employee's contribution is 8% of salary (employee's 8% contribution is paid by the District). "3% @ 60" retirement formula includes these benefits: final year compensation; 8% value of employer-paid member contribution; 1959 survivor's benefit; industrial disability benefit; 2% COLA, and PERS sick leave credit option. (For more information about PERS see <http://www.calpers.ca.gov/>) Contribution percentages are not pro-rated for part-time employees. However, years of service for part-time employees are pro-rated by PERS.

**Employees' Deferred Compensation Accounts:** Eligible date of hire. District contributes \$2,199.86 per year for each eligible employee to a 457 plan. District contribution is adjusted each January 1, based on preceding October CPIW. Current federal regulations restrict total (combined employer and employee contributions) annual deferral to \$17,000 for employees under age 50; or \$22,500 for employees age 50 or over. Changes in employee's contributions can be authorized on a monthly basis. These annual deferral limits are not pro-rated for part-time; however the District contribution is pro-rated.

**The statements on these pages are general and do not constitute a contract of either employment or specific benefits. We have attempted to make the information as understandable as possible. In the event of any conflict or misunderstanding that may arise, District policy and plan documents will apply, not this benefit summary sheet.**