CITY OF SAINT PAUL
Summary of Benefits for Non-Represented Management and Legislative Personnel Group (2014)

Welcome to employment with the City of Saint Paul! This information sheet is a summary of benefits for employees in the Non-Represented Management and Legislative Personnel Group. Human Resources manages the Wage and Benefit Policy for this group (Employee Group 17).

Vacation
Employees covered by this policy shall be eligible for paid vacation as follows:

Years of Service	Number of Vacation Days
1 through 4 years	17 days
5 through 7 years	22 days
8 through 15 years	25 days
16 years and thereafter	29 days

Vacation accrual rate is determined on the original employment date. Determination of the initial amount of vacation for unclassified positions will be made by the appointing official at the time of hire based on equivalent professional experience, length of time with the City of St. Paul and other factors.

Personal Leave
Non-reps are eligible for six personal leave days (discretionary days) per year.

Holidays
Employees receive ten holidays as listed below:
New Year's Day, Martin Luther King Day, Presidents' Day, Memorial Day, Independence Day, Labor Day
Veterans' Day, Thanksgiving Day, Day after Thanksgiving, Christmas Day

Deferred Compensation
The City has two employer sponsored tax deferred 457 compensation plans, including the State of Minnesota's Deferred Compensation Plan and ING. Your contribution will be matched on a dollar-for-dollar basis each year up to a certain dollar amount as shown in the table below. (*Note: JourneyWell is one of the City's Wellness Plans*.)

Year	Deferred Compensation Match
2013	Single - $2900* Family - $2300**
2014	Single - $2900* + $480 for JourneyWell Completion Family - $2420** + $480 for JourneyWell Completion
2015	Single - $2900* + $1020 for JourneyWell Completion Family - $2540** + $900 for JourneyWell Completion

* For employees who elect single coverage.
** For employees who elect family coverage.

Insurance
The employee contribution toward the premium for single health insurance (either plan) in the Non-Represented group is $0. The employee contribution toward the premium for family health insurance varies according to the plan. The table below shows the 2014 employee monthly contribution toward the family premium.

Plan	Employee Cost for Family Coverage
Open Access	$178.63
Distinctions	$211.33

Insurance, continued

- Preventative dental insurance is included with any plan listed above. Optional dental is available.
- Short-Term Disability is provided.
- Long -Term Disability is provided.
- Life Insurance: 100% of premium cost for an amount of coverage equaling one and one-half (1.5) times the employee's annual salary.

If you have questions on insurance, contact Jane Wateland in Human Resources at (651) 266-8890.

If discrepancies are found, the Wage and Benefit Policy for the Non-Represented Management and Legislative Personnel supersedes this document. If you have any other benefit questions, contact Nance Lee Mosquera, Employee Benefits Manager at (651) 266-8894.

GENERAL OPTIONAL BENEFITS

Deferred Compensation
Tax deferred 457 compensation plans are available through the State of Minnesota's Deferred Compensation Plan and through ING. You may begin to participate immediately upon hire.

Flexible Spending Accounts
Medical expenses not covered by insurance, transportation expenses not reimbursed by the City, and child care expenses can be paid out of "pre-tax" dollars through flexible spending accounts. The City pays the administrative costs associated with flexible spending accounts.

Life Insurance
Additional life insurance above the amount provided by the City is available for the employee, spouse, and dependents at a group rate after eligibility.

Accidental Death and Dismemberment Insurance
Employees may purchase AD&D at a minimum monthly charge. Spousal coverage is also available under this plan.

Subsidized Metro Bus Plan
The City subsidizes a significant portion of bus passes for employees working in 55101 and 55102 zip codes. (Contact your payroll personnel.)

Electronic Fund Transfer
You can deposit your employment checks easily by using electronic fund transfer. (Contact your payroll personnel.)

City and County Credit Union
The City and County Credit Union offers many services: savings, checking, ATM/debit cards, online services, VISA credit cards, car loans, personal loans, mortgages and more. (651-225-2754)

Employee Development
There is a modest tuition reimbursement program and other training opportunities. (Contact HR at 651-266-6500.)

PERA
Most City employees are covered by the Public Employees Retirement Association (PERA) which is also the retirement system of other public jurisdictions and most State employees in Minnesota. In 2012, employees in the Coordinated Plan contribute 6.25% of salary and the City contributes 7.25% of salary to PERA. Employees in the Police and Fire Plan contribute 9.6% of salary and the City contributes 14.40% of salary to PERA. PERA is "transportable" to many other public jurisdictions in Minnesota. PERA's toll free # is: 1-800-652-9026 and website is: http://www.mnpera.org/Member/index.htm.

FICA
FICA (Social Security/Medicare) also applies to Saint Paul. The employee's contribution is 7.65%, and the City's contribution is 7.65%.