



SAINT PAUL
MINNESOTA

Summary of Benefits for AFSCME Clerical

Welcome to employment with the City of Saint Paul! This information sheet provides a summary of some of benefits for full-time employees. For more information on our benefits, check out our [benefit handbook](#).

Vacation

A determination of the initial amount of vacation will be made at the time of hire based on your union contract, equivalent professional experience, and other factors. Vacation is accrued each pay period depending on the hours worked and up to 120 hours can be carried over into the next year.

<u>Years of Service</u>	<u>Hours of Vacation</u>
Start thru 4 th year	.0539 (14 days)
5 th year thru 9 th year	.0693 (18 days)
10 th year thru 15 th year	.0808 (21 days)
16 th year thru 23 rd year	.0962 (25 days)
24 th year and thereafter	.1077 (28 days)

**Part-time employees receive a pro-rated number of days based on the number of hours worked each year. Vacation accrual rate is based on years of service for both part-time and full-time employees.*

Holidays

Employees receive eleven holidays as listed:

New Year's Day	Juneteenth	Thanksgiving
Martin Luther King Day	Independence Day	Day after Thanksgiving
Presidents Day	Labor Day	Christmas Day
Memorial Day	Veterans Day	

**For all employees assigned to the Library, the Day after Thanksgiving shall be considered a normal workday and Christmas Eve shall be recognized and observed as a paid holiday.*

Sick Leave

Employees earn the equivalent of 14 days of sick leave per year and is pro-rated based on hours worked.

Paid Parental Leave

Employees with one year of service and 1250 hours are eligible for 8 weeks of paid parental leave.

Medical

Medica is the City's health insurance provider. We offer four \$2500 high deductible health plans, as well as a co-pay plan. The table below shows the 2024 employee monthly contribution.

2025 Plan Coverage	\$2500 Elect	\$2500 Vantage	\$2500 Park Nicollet/HP	\$2500 Choice	Co Pay Choice
Single	\$0.00	\$0.00	\$0.00	\$39.78	\$648.54
Family	\$64.56	\$64.56	\$52.88	\$276.56	\$1,999.26

Health Reimbursement Account (HRA)

The City contributes to an HRA for employees who have signed up for one of our high deductible health plans. This provides tax-free reimbursement of eligible health care expenses not paid by other insurance. For single coverage, the contribution is \$225/quarter and family coverage is \$135/quarter. Additional deposits of \$225/quarter may be earned using the City's Healthy Saint Paul Wellness site.

Dental

HealthPartners Dental offers the City of Saint Paul dental plans for employees and their families. All three plans include coverage for preventive services like routine cleanings.

2025 Plan Coverage	Preventive	Comprehensive	Comprehensive Plus
Single	\$0.00	\$20.28	\$23.72
Single + 1	\$0.00	\$39.84	\$46.68
Family	\$0.00	\$62.94	\$116.58

The City pays the cost of the preventive plan.

Vision

The VSP Advantage Materials Only Plan is a basic plan that provides up to \$150 allowance for new frames or contacts each calendar year.

2025 Plan Coverage	Rates
Employee Only	\$4.38
Employee + Spouse	\$8.76
Employee + Child(ren)	\$9.37
Employee + Family	\$14.98

Your health insurance plan will continue to cover your basic eye exam.

Life Insurance

Basic life insurance coverage of \$30,000 is paid for by the City. Additional life insurance of up to \$500,000 in coverage is available for purchase.

Other Insurances

- Short-Term and Long-Term Disability insurance.
- Accidental Death and Dismemberment.

Deferred Compensation

The City offers two employer-sponsored tax deferred 457 compensation plans: the State of Minnesota's Deferred Compensation Plan and VOYA.

Severance

Benefits are based on a minimum of 14 years of service and 500 hours of sick leave accruals. 105% of the severance pay will be contributed to a Post Employment Health Plan (PEHP).

<u>Accrued sick leave credits of:</u>	<u>Severance</u>
500	\$4,000
700	\$5,000
800	\$6,000
900	\$7,000
1000	\$8,000
1100	\$9,000
1200	\$10,000
1300	\$11,000
1400	\$12,000
1500	\$13,000
1600	\$14,000
1700	\$15,000
1800	\$16,000

Retiree Insurance

Employees with 20 years of service are eligible for a city contribution towards retiree insurance.

Post Employment Health Plan

An annual contribution of \$200 is contributed to those with more than one year of service.

Public Employees Retirement Association (PERA)

The Public Employees Retirement Association (PERA) is a lifetime income, cost-sharing retirement plan for Minnesota public employees. Employees in the Coordinated Plan contribute 6.5% of salary and the City contributes 7.5% of salary to PERA. Additional information can be found at: <https://mnpera.org/>

Flexible Spending Accounts (FSA)

Medical, parking, and childcare expenses can be paid out of "pre-tax" dollars through flexible spending accounts. The City pays the administrative costs associated with FSAs.

Subsidized Metro Bus Plan

The City subsidizes a significant portion of bus passes for employees working downtown.

Public Service Loan Forgiveness (PSLF)

Government employees may be eligible for the PSLF Program. The PSLF Program forgives the remaining balance on your Direct Loans after you've made the equivalent of 120 qualifying monthly payments under an [accepted repayment plan](#).

Shoes/Uniforms

Employees in specific titles are eligible for reimbursement. Employees required to wear safety shoes are reimbursed \$200.00 per year toward the purchase of one pair of safety shoes. Please see the appropriate contract for details on which titles are eligible for uniform reimbursement.

[Contracts | Saint Paul Minnesota \(stpaul.gov\)](#)

This listing is a general-summary of the benefits available to employees as provided by this bargaining unit's collective bargaining agreement and is not intended to convey all possible benefits or to be regarded as official. Specific details can be found within each individual bargaining unit agreement. Prospective employees are encouraged to consult the appropriate bargaining unit agreement. Contracts can be found on the Labor Relations website which is located at: [Contracts | Saint Paul Minnesota \(stpaul.gov\)](#)

Affirmative Action Equal Opportunity Employer

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