City of Sunnyvale

Confidential Unrepresented Non-Management Employee Benefits

SALARY SCHEDULE

The City maintains a 6-step salary schedule with steps in 5% increments. Appointments are normally made at the first step. After successful completion of a 13-pay period probationary period, consideration is given for a merit adjustment to the second step. Consideration for each subsequent one step merit adjustment is given at the next 26 pay period interval.

CONFIDENTIAL PREMIUM

Employees receive a confidential premium of 3.5% on paid hours.

SALARY ADJUSTMENT

Effective July 5, 2026: 5.0% across the board increase
Effective July 4, 2027: 4.0% across the board increase
Effective July 2, 2028: 7.0% across the board increase
Effective July 1, 2029: 3.0% across the board increase

PAY SCHEDULE

City employees are paid bi-weekly on alternating Fridays.

WORK SCHEDULE

Alternative work schedule, such as a 9/80, may be available with Director approval, depending on assignment.

TERM LIMITED APPOINTMENTS (If applicable)

Term Limited positions shall be subject to membership in the applicable bargaining unit and shall receive the full benefits applicable to their bargaining unit, except as limited by their "at-will" status, meaning that employment may be terminated at any time with or without cause.

EXEMPT CLASSIFICATIONS

The following Confidential classifications are exempt from overtime under the provisions of the Fair Labor Standards Act (FLSA). Employees in these classifications are not eligible for overtime or compensatory time. Instead, employees in these classifications receive Management/Exempt Leave. Employees with compensatory time balance from other bargaining units/classifications will have compensatory time cashed out prior to the promotion into Confidential Exempt classifications.

Job Code	Classification
1450	Human Resources Analyst
1015	Payroll Supervisor

BENEFITS

Benefits are provided to all employees and vary by bargaining unit and/or employee group. Benefits are subject to change and do not constitute a contract.

HEALTH AND WELFARE BENEFITS

The City of Sunnyvale provides 3 tiers of coverage that can be selected independently for the medical, dental and vision plans: employee only, employee +1 dependent, and employee +2 or more dependents (family). The City provides a generous medical contribution plus a cafeteria contribution that, when combined, may pay most of the cost toward medical, dental and vision coverage for employees plus all eligible dependents, depending on plan selection.

In 2026, the City contributes **$1,221.60 per month (medical contribution)** towards the cost of medical plan, and **$1,521.44 per month (cafeteria contribution)** towards the cost of medical, dental, and vision plans. These total to a **$2,743.04 per month** City contribution toward health benefits. Surplus medical/cafeteria contributions are not eligible for cash payment.

Medical

Medical plans are provided through the California Public Employees' Retirement System (CalPERS). Employees have 60 days following date of hire to elect coverage. Coverage goes into effect the first of the month, following receipt of the election form by the Department of Human Resources. The premium cost will be deducted from the medical and cafeteria contributions. Premium cost exceeding the medical and cafeteria contributions will be deducted from pay on a pre-tax basis.

CalPERS offers several HMO and PPO plans. Complete plan information can be found at www.calpers.ca.gov/page/active-members/health-benefits. Employees can select a medical plan based on their home physical address or the Sunnyvale zip code. Medical plan search by zip code can be found at https://www.calpers.ca.gov/page/active-members/health-benefits/plans-and-rates/zip-search.

Dental

The City offers 2 dental plans: Delta Dental PPO (Preferred Provider Organization) and Delta Dental DMO (Dental Maintenance Organization). Employees have 30 days following date of hire to elect coverage. Coverage goes into effect the first of the month following receipt of the election form by the Department of Human Resources. The premium cost will be deducted from the cafeteria contribution, if available. If the cafeteria contribution is exhausted, the cost will be deducted from pay on a pre-tax basis.

The Delta Dental PPO plan provides a voluntary buy-up option that enhances coverage for an additional cost and is paid 100% by the employee on a pre-tax basis. Cafeteria contributions may not be applied to the buy-up cost.

Please visit the Delta Dental website at www.deltadentalins.com to locate a provider. Delta Dental does not provide member cards. Employees simply use their social security number to verify coverage eligibility with the dental provider. Employees who would like a dental insurance card can print a card by registering on the Delta Dental website at www.deltadentalins.com.

Vision

The vision plan is provided through Vision Service Plan (VSP). Employees have 30 days following date of hire to elect coverage. Coverage goes into effect the first of the month following receipt of the election form by the Department of Human Resources. The City provides vision insurance at no cost for employees electing 'employee only' or 'employee +1' coverage. Employees choosing 'family coverage' will pay the difference in cost between 'employee +1' and 'family' coverage. The cost difference will be deducted from the cafeteria contribution, if available. If the cafeteria contribution is exhausted, the cost will be deducted from pay on a pre-tax basis.

VSP provides a voluntary buy-up option that enhances coverage for an additional cost and is paid 100% by the employee on a pre-tax basis. Cafeteria contributions may not be applied to the buy-up cost.

Please visit the VSP website at www.vsp.com for additional plan information or to locate a participating provider. VSP does not provide member cards. Employees can simply use their social security number to verify coverage with the vision provider.

Life Insurance/Accidental Death & Dismemberment (AD&D)

The City provides basic life/AD&D insurance equal to one time the annual base salary for employees, up to the maximum of $175,000. Employees also have the option of purchasing supplemental life/AD&D insurance, equal to one time their annual base salary up to $175,000 combined with the basic life maximum. Coverage is subject to the terms and conditions of the insurance policy and to current tax law provisions. The cost of supplemental life/AD&D insurance is 100% paid by the employee on an after-tax basis. Coverage begins the first of the month on or after the date of hire.

Long-Term Disability (LTD)
LTD insurance provides income replacement of 67% of monthly salary to a cap of $11,000 per month after 90 days of disability. The premium is paid by the City. Coverage begins after completion of 26 consecutive pay periods of service.

Flexible Spending Accounts
The City offers a Healthcare Spending Account with an annual pre-tax election limit of $3,400 and a Dependent Care Spending Account with an annual election limit of $7,500 for single or married filing jointly tax status, or $3,750 for married filing separately tax status. Both spending account election limits are regulated by the IRS.

Commuter Transportation Benefits
The commuter transportation benefits plan allows employees to set aside money up to $340 per month on a pre-tax basis to pay for qualified work-related transportation expenses for mass transit, van pools, and parking. The monthly election limit is regulated by the IRS.

Employee Assistance Program (EAP)
EAP provides up to 8 paid in person counseling sessions per year for employees and eligible dependents, plus unlimited telephonic sessions for work and life services. The premium is paid by the City.

Retiree Medical Contribution
The City contributes a monthly employer contribution towards CalPERS retiree health benefits for employees who retired from the City. In 2026, the monthly employer contribution is **$1,221.60** which is paid directly to CalPERS on behalf of retirees. This contribution may adjust at the beginning of each calendar year. The City does not contribute towards the cost of Medicare plan premiums that retirees pay directly to the Social Security Administration.

RETIREMENT

CalPERS Retirement Benefits for Classic Members
Classic members as referenced in this benefit summary are:

- City of Sunnyvale employees hired before January 1, 2013, or
- Employees hired on or after January 1, 2013 who are existing CalPERS members, or
- Employees hired on or after January 1, 2013 who are members of a reciprocal retirement system, as defined by CalPERS.

The City contracts with CalPERS to provide the Local Miscellaneous benefit formula of 2% @ 60 for classic employees hired on or after December 23, 2012 (Tier 2) and 2.7% @ 55 for all other classic members (Tier 1). Tier 2 classic employees contribute 3% of the 7% employee contribution from pay on a pre-tax basis pursuant to 414(h)(2). Tier 1 classic employees contribute 4% of the 8% employee contribution from pay on a pre-tax basis pursuant to 414(h)(2). The City pays the remaining 4% employee contribution and reports the value to CalPERS as additional compensation.

Final compensation, for purposes of calculating the retirement benefit, is calculated on the highest average pensionable compensation earned by a member during a period of 12-consecutive months. This is also referred to as the single highest year average. The minimum retirement age is 50 and the maximum benefit age is 55 for Tier 1, and 63 for Tier 2.

Classic employees who first became members on or after July 1, 1996 are subject to an annual compensation limit. The 2026 limit is $360,000. Employees do not pay contributions on amounts exceeding the annual compensation limit, and compensation earned beyond the limit will not be considered when CalPERS calculates the single highest year pensionable compensation average.

CalPERS Retirement Benefits for New Members

New members are:

- Individuals who have never been a member of any public retirement system prior to January 1, 2013, or
- Individuals who moved between retirement systems with more than a 6-month break in service.

In compliance with the California Public Employees' Pension Reform Act of 2013 (PEPRA), new members will receive a Local Miscellaneous benefit formula of 2% @ 62. Employees contribute 50% of the normal cost, which is subject to change on a fiscal year basis as determined by CalPERS. The FY 2024/25 employee contribution is 7.5%, which is paid on a pre-tax basis pursuant to 414(h)(2).

Final compensation, for purposes of calculating the retirement benefit, is calculated on the highest average pensionable compensation earned by a member during a period of 36-consecutive months. This is also referred to as the 3-year average. The minimum retirement age is 52 and the maximum benefit age is 67.

New members are subject to an annual compensation limit that is regulated by CalPERS and changes periodically. The 2026 limit is $191,679. Employees do not pay contributions on amounts exceeding the annual compensation limit, and compensation earned beyond the limit will not be considered when CalPERS calculates the 3-year pensionable compensation average.

Social Security and Medicare

The City does not participate in Social Security.
Employees contribute 1.45% mandatory deduction for Medicare. The City makes an equal contribution.

457 and 401(a) Deferred Compensation

The City maintains two 457 deferred compensation plans through MissionSquare and Nationwide Retirement Solutions. Employees may contribute to either 457 plan through voluntary payroll deductions.

The City also contributes $50.00 per pay period ($1,300 per year) to a 401(a) deferred compensation plan administered by MissionSquare; the criteria for the City's contribution to this plan is detailed in the SEA/IFPTE Local 21 MOU. Employees may elect voluntary after-tax contributions to the 401(a) plan.

ANNUAL LEAVES

Leaves are negotiated through collective bargaining, and therefore, may differ slightly for each bargaining unit and/or employee group. Please refer to the individual MOU for further details.

Paid Time Off (PTO)

PTO accrues on a pay period basis, according to the accrual schedule below. For new hires, the City Manager may authorize a higher accrual rate with the PTO accrual table.

Years of Service	Hours Accrued per Pay Period	Accrual Rate Hours per Year
0 to 1	5.5	143
1+ to 5	6.5	169
5+ to 10	8.0	208

10+ to 17	9.5	247
17+ to 25	10.5	273
25+	11.0	286

Employees will accrue at the above rates while their PTO balance is less than 885 hours. Once the 885-hour cap is reached, PTO will no longer accrue until the employee either uses PTO to reduce the leave balance or cashes-out PTO.

Upon date of hire, PTO shall begin to accrue at the end of the pay period. Hours accrued in a particular pay period are not available to use within the same pay period. Please note that PTO cannot be used in an employee's first pay period of employment.

Employees have the annual option to cash-out hours of PTO in the last paycheck in October. Employees are eligible to cash-out up to 100 hours of PTO each year, so long as the employee keeps a minimum balance of 120 hours. To be eligible to cash-out PTO, employees must submit an irrevocable election form in the preceding calendar year specifying the number of hours to be cashed-out.

Upon separation from the City, unused PTO hours will be paid out to the employee in their final paycheck.

Compensatory Time Off (CTO)
Employees have the annual option to cash-out hours of CTO in the last paycheck in October. To be eligible to cash-out CTO, employees must submit an irrevocable election form in the preceding calendar year specifying the number of hours to be cashed-out.

Upon separation from the City, unused CTO hours will be paid out to the employee in their final paycheck

Paid Medical Leave (PML)
During an employee's first 26 pay periods of service, the employee may be authorized up to 40 hours of interim PML for non-work illness or injury. After 26 pay periods of service, the City provides PML following an employee's first 120 hours of absence for a non-work-related injury or illness. The first 120 hours of time off is deducted from an employee's accrued leave banks such as PTO. The City will cover the remaining time-off, for up to 90 days of paid leave (salary continuance), for each occurrence.

Management/Exempt Leave
Management/Exempt leave is available to employees in classifications designated as exempt under the provisions of FLSA. 40 hours of Management/Exempt leave is granted at the beginning of each payroll calendar year to be used for any leave purpose.

Leave is pro-rated for new employees based upon date of hire and cannot be used in an employee's first pay period of employment. Unused Management/Exempt leave at the end of the payroll calendar year will not be paid out and does not roll over into the next year.

Upon separation from the City, Management/Exempt leave is not pro-rated and unused hours will not be paid out.

Floating Holiday Leave
30 hours of Floating Holiday leave is granted at the beginning of each payroll calendar year to be used for any leave purpose. Leave is pro-rated for new employees based upon date of hire and cannot be used in an employee's first pay period of employment. Unused Floating Holiday leave at the end of the payroll calendar year will be paid out in cash.

Upon separation from the City, Floating Holiday leave is pro-rated and unused hours will be paid out to the employee on their final paycheck.

Holiday Leave

The City of Sunnyvale observes a total of 11 holidays per calendar year, as follows:

New Year's Day	Thanksgiving Day
Martin Luther King Jr. Birthday	Day after Thanksgiving
Presidents' Day	Christmas Eve
Memorial Day	Christmas Day
Independence Day	New Year's Eve
Labor Day	

Bereavement Leave

Up to 40 hours is provided for the death of an eligible family member. The City reserves the right to require proof of death from the employee.

Jury Duty Leave

Full pay is provided when called to serve on jury duty. Proof of service is required.

ADDITIONAL BENEFITS

Direct Deposit	Credit Union Membership
Tuition Reimbursement	Years of Service Awards