



## **BENEFITS PACKAGE SUMMARY GENERAL EMPLOYEE HIRED ON OR AFTER 10/1/18**

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The City of Sunrise is an economic powerhouse in western Broward County encompassing more than 18 square miles. As the host of Sawgrass International Corporate Park – the largest business park in South Florida – Sunrise has its own flourishing job market and currently employs approximately 1,100 employees and numbers continue to rise.

The City takes a very active role in business development, recruitment and prides itself on creating job opportunities for its residents. There are very few communities of similar size that welcome the tens of millions of visitors that we do here in Sunrise, or that can boast the magnitude of regional assets found in our City.

Our City shines and we understand in order to shine brighter; we must continue to recognize our employees as one of our most valuable assets. The City of Sunrise takes great pride in recruiting future employees and developing and retaining current ones by offering our comprehensive compensation and benefits package throughout an employee's career.



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### **Annual Leave**

Annual leave may be taken as earned after completion of (90) calendar days. Maximum accumulation each fiscal year is 260 hours. At time of resignation or retirement, employee is paid for all annual leave accrued at their current rate of pay. Annual leave is accrued based on continuous, full-time service with the City, as follows:

<u>Completed Months of Service</u>	<u>Total Hours/Days Accrued Annually</u>
Up to and including first 60 months	96 hours/12 Days
Greater than 60 months through 120 months	136 hours/17 Days
Greater than 120 months through 204 months	176 hours/22 Days
Greater than 204 months	216 hours/27 Days

### **Sick Leave**

Each employee earns (96) hours (12 days) of sick leave annually with no waiting period for use and unlimited accrual. Upon separation of City employment due to resignation, employee shall receive payment of all accrued sick leave at a rate of twenty-five percent (25%) of the employee's current rate of pay at time of resignation. Upon separation of employment due to retirement, employee shall receive payment of all accrued sick leave at a rate of fifty percent (50%) of the employee's current rate of pay at the time of retirement.

### **Sick Leave Conversion**

After completion of one (1) year of continuous, full-time employment with the City, an employee may convert their unused portion of their first six (6) days (maximum of forty-eight (48) hours) of accrued sick leave into annual leave. Conversions are subject to the following: A minimum of 96 unused sick leave hours accrued prior to hours being converted, total eligible sick leave hours to be converted shall be reduced hour-for-hour by any sick leave hours utilized during the eligible benefit period, and conversion subject to annual leave accrual cap.



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### **Perfect Attendance**

For every six (6) months period (April 1 - September 30) and (October 1 - March 31) in which, no sick or unpaid leave is utilized, an employee shall receive ten (10) hours of annual leave credited. Employees who qualify for a consecutive Perfect Attendance benefit shall receive fourteen (14) hours of annual leave credited for each applicable consecutive earning period.

### **Holidays**

Employees receive the following City-paid holidays:

- New Year's Day
- Martin Luther King Day
- Memorial Day
- 4<sup>th</sup> of July, Independence Day
- Labor Day
- Veterans' Day
- Thanksgiving Day
- Friday after Thanksgiving
- Christmas Day

### **Floating Holidays**

Upon completion of (26) weeks of full-time employment with the City, employee shall be entitled to utilize up to five (5) floating holidays per fiscal year. Floating holidays shall not carry over to the next fiscal year.

### **Bereavement**

Qualifying City-paid Bereavement Leave as follows:

- In State = Up to 3 Days
- Out of State = Up to 5 Days



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### **Longevity**

Based on successful completion of full-time, continuous service with the City, employee shall receive the following:

<u>Years of Creditable Service</u>	<u>Longevity Benefit*</u>
10 Years	2.5%
15 Years	2.5%
20 Years	5.0%

\* Longevity Benefit calculated on employee's base rate of pay

### **Tuition Reimbursement**

After one (1) year of full time employment

- 100% reimbursement for a grade of A or B
- 50% reimbursement for a grade of C
- \$250 books/lab reimbursement per semester

### **Credit Union**

City County Credit Union is located at the corner of 44<sup>th</sup> Street and Pine Island Road

### **Retirement:**

- Employee Contribution = 8%
- Vesting = 10 Years
- Average Final Compensation (AFC) = 2.5% of pensionable earnings for each year of creditable service
- Maximum Benefit = 80% of AFC, not to exceed \$80,000.
- Normal Retirement = Age 62 and ten (10) years of creditable service
- Early Retirement = Age 57 and ten (10) years of creditable service, 3% annual reduction for each year prior to normal retirement age
- 13<sup>th</sup> check based on monthly retirement, payable if the pension plan funding status is equal to or greater than 100%. Paid in December each year following retirement



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- Deferred Retirement Option Plan (DROP) = 4 years/48 months maximum
- DROP Interest Rate = 4%, compounded annually

### **City-Paid Medical Benefits**

- Group Health Insurance: The City pays for 100% of the cost for single coverage for full-time employees and 66.66% of cost for Dependent/Family Coverage. Upon retirement and separation from City employment, employee receives a monthly stipend of \$350 per month, applicable toward retiree health coverage.
- Life Insurance: \$30,000
- Accidental Death & Dismemberment (AD&D): \$10,000
- Employee Assistance Program (EAP) through Cigna Behavioral

### **Optional Voluntary Benefits at Employee's Cost**

The City offers the following optional voluntary benefits paid by the employee.

- Single or Family Dental Insurance Coverage
- Single or Family Vision Insurance Coverage
- Accident Indemnity Advantage
- Life Insurance Coverage
- AD&D
- Long Term Disability Insurance Coverage
- Long Term Care Insurance Coverage
- Short Term Disability
- Catastrophic Health & Intensive Care
- ICMA Retirement Compensation Programs
  - ICMA 457 Deferred Compensation Plan
  - ICMA 401(a) Governmental Purchase Plan (newly hired)



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*Important Note: The description of benefits for which, an employee may be eligible have been generally summarized in this information sheet for your convenience; however, you must refer to all applicable City ordinances, collective bargaining agreements and/or plan documents for specific terms and conditions. These benefits may be affected by future changes in policy, collective bargaining, City ordinances and/or legislative actions. The City reserves the right to increase, modify, decrease or eliminate benefits at any time. No benefit is created or maintained simply based on this document, and its contents do not give rise to any contractual rights related to continuing employment or receipt of benefits between the City of Sunrise and its employees. The information contained herein supersedes any prior benefit sheet(s).*