

Benefits Summary

Human Resources

763-493-8233

HumanResources@brooklynpark.org

Brooklyn Park 

Unique.

United.

Undiscovered.



Unique. United. Undiscovered.

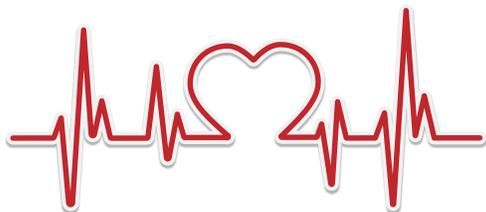
That's how the City of Brooklyn Park thinks of its employees from our budding entry-level workers to our seasoned senior level managers. We know what it takes to recruit and keep top talent like you. We think our benefits are second to none. Here are the basics of what you can expect.

First of all, your first year is very important. You've gotta shine!

Probationary period

All new employees serve a twelve-month probationary period.

We know people get sick and it can be expensive. The city's got your back.



Health insurance

The city puts \$125 into your HSA or HRA tax-deferred account each month. Coverage becomes effective on the first day of the month following the first 30 calendar days of employment. Don't want to take our health insurance plan? Waive it and get \$300 per month.

Employee monthly premiums for 2019 health insurance

Health plan	Single coverage	Family coverage
BlueCross BlueShield: HRA \$2000/\$4000	\$201.35	\$859.35
BlueCross BlueShield: HRA \$2000/\$4000 BluePrint	\$136.52	\$679.00
BlueCross BlueShield: HSA \$2700/\$5400	\$104.17	\$588.73
BlueCross BlueShield: HSA \$2700/\$5400 BluePrint	\$45.86	\$426.13



Dental insurance

Dental insurance becomes effective on the first day of the month following the first 30 calendar days of employment.

Employee monthly premiums for 2019 dental insurance

Dental plan	Single coverage	Family coverage
DELTA Dental Base Plan	\$28.00	\$85.00
DELTA Dental Buy-up Plan	\$43.00	\$135.00

How about not paying taxes on daycare costs or health costs! Pretty cool when you take a look at our flexible spending account options.

Flexible Spending Account (FSA)

A flexible spending account program is available so you can set up a reimbursement account for eligible medical/dental/vision expenses up to a maximum of \$2,650 and/or dependent day care expenses up to a maximum of \$5,000.00 per year.

Got the flu, up all night with a sick child or got a broken tooth? We know people get sick. That's why we offer sick leave!



Sick Leave

You accrue sick leave with unlimited accumulation at the rate of 12 days per year.

Sick Leave Conversion

Once your sick leave bank reaches 720 hours, your bi-weekly accrual will split half into sick and half into vacation. Woo hoo!

What if you're out for more than a few days 'cause you fell out of a tree? We've got insurance for all sorts of ailments and unfortunate situations.

Short-Term Disability Insurance Life Insurance

This provides disability income for an absence from work due to an accident or sickness, up to 90 days. An employee may choose a monthly disability income benefit of \$400 to \$6500 with a maximum benefit of 60% of the employee's regular income. Two elimination periods are offered: a 7-day or a 14-day accident/sickness waiting period. Employees pay for this voluntary benefit through payroll deduction.

Long-Term Disability Insurance

Long-term disability insurance provides disability income for long-term or permanent absences from work. Benefits become available after 90 days of absence from work due to a qualifying disability. Disability income benefits are equal to about 60% of the employee's regular base wage at the time of disability up to \$4,000 per month. Employees pay for this voluntary benefit by allocating a percentage of sick leave accrual each pay period at the rate of \$.40 per \$100 of covered monthly payroll.

The city provides full-time employees a \$10,000 term life and accidental death and dismemberment insurance policy. Coverage on the basic insurance becomes effective on the first day of the month following the first 30 calendar days of employment.

Additional life insurance

You can get additional term life insurance for you and your family at low group rates too such as:

1. Supplemental life insurance for yourself
2. Dependant or spouse life insurance
3. PERA life insurance

When you work for the City you'll get lots of perks like paid time off. You can travel, hang out with your family or even hide in a hole if you want!

10+
days

Vacation

Vacation leave is accrued according to your years of service:

Continuous years of service	Days per year
0–5 years	10 days per year
6–10 years	15 days per year
Over 10 years	+1 day per year, not to exceed 20 days

Vacation leave may be accrued to a maximum of 240 hours.

What's better than spending time with friends and family over the holidays! That's why we observe so many holidays.

12
days

Holidays

Don't come to work on these days!

Holiday	Date of occurrence
New Year's Day	January 1
Martin Luther King Jr.'s Birthday	3rd Monday in January
Presidents' Day	3rd Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	1st Monday in September
Veterans Day	November 11
Thanksgiving Day	4th Thursday in November
Day after Thanksgiving Day	4th Friday in November
Christmas Eve	December 24
Christmas Day	December 25
Floating Holiday	One day per calendar year with supervisory approval



Did you know 50 is the new 20? We know retirement may be on your mind. We've got you covered with a top notch pension plan to make those golden years a walk in the park.

Retirement

As a local government employee, you're automatically a member of the Public Employee's Retirement Association (PERA) and you don't have to manage a thing. A pension is a retirement account that your employer maintains to give you a fixed payout when you retire.

The employee contributes a percentage of total annual earnings to PERA and the city contributes a certain percentage too. You are vested in PERA after 60 months of public service if you started your government career after 2010.

Deferred Compensation and Roth Programs

The city provides pre-tax savings deferred compensation and post-tax savings Roth investment programs through payroll deduction for retirement. Participation is voluntary.

Two plans are currently available

1. ICMA Retirement Corporation
2. Minnesota Deferred Compensation Plan (MNDCCP)

Retiree Health Savings Plan

Some employees may be eligible to participate in a Retiree Health Savings Plan (RHSP) with the following employee contributions:

- Vacation accrued over two hundred forty (240) hours as of the last pay period of each calendar year, or at the time of separation from city employment
- Accumulated compensatory time as of the last pay period of each calendar year
- Severance pay (percentage of accumulated sick leave)
- Please review union contract

Not ready to retire yet? We've got a plan for everyone to save!

Remember: putting a little aside for the long haul can yield big results for your savings!



Saving for your child's college tuition?

College Savings Plan

The city offers a 529 savings plan if you would like to save for your child's education. Deductions are made directly from your payroll check.

For your daily monetary needs we have help in that area too.

Direct Deposit

Payroll checks are deposited directly to an account at the financial institution of the employee's choosing.

Credit Union

City employees and their families are eligible to join Wings Financial Credit Union and participate in any available programs and services.

And if you decide to leave us?

Severance

Severance pay in the amount of 50 percent of accumulated sick leave, not to exceed a maximum of 45 days, will be paid to all employees leaving employment in good standing after one year of continuous service.

So those are the basic benefits but we've got other ones that you should know about.

New mom or dad? How about one of the state's top parental leave policies!

Parental Leave

The City provides eligible employees two weeks of paid parenting leave under the conditions adopted by the City Council and outlined in the Parental Leave Policy in the Employee Handbook. There is also a privacy room for all new moms coming back to work.



We're sorry if you ever lose someone close in your life we want to make it as easy as possible for you to deal with your loss.

Bereavement Leave

All employees are allowed to use sick leave to attend a funeral of any individual. You may also use up to 5 days of sick leave for an immediate family member, household member or co-worker.

If you or your family ever have any problems and need a professional counselor to help we have an assistance program.

Employee Assistance Program

The city provides an Employee Assistance Program through Blue Cross Blue Shield. Access to the services provided by the program is paid for by the City, and access is extended to the employee's immediate family. This service is confidential and administered by an outside party.

Assistance available includes

- Financial matters
- Marriage and relationship problems
- Work-related issues
- Substance abuse
- Legal concerns
- Stress
- Mental health
- Childcare and eldercare services

A healthy employee is a happy and productive one.

Wellness Program

The City values healthy employees! We provide resources and incentives to our employees to help you stay fit and give you the encouragement to make good choices so you can lead an active lifestyle.

Staying in shape

Wanna work out every day? We've got places for you to do that. How about a fitness room in most city facilities, access to bikes, and 150 miles of trails within walking distance from all city buildings. There's no reason you can't use your lunch to sweat off the extra calories.

Other ways you can save money working here

Free parking

You will never have to pay for parking to go to work. It's awesome. Park in the lot and you're in the building in a matter of seconds.



Business discounts

Businesses from around the state offer special discounts to public sector employees through Minnesota Employee Recreation and Services Council (MERSC), the local Chamber of Commerce or on their own. When you're an employee here you can get discounts on your personal cell phone bill, car washes and a variety of goods and services.



We value our employees Recognition

We're government, so no bonuses. Sorry! But the City has two yearly recognition events. One in the fall to celebrate employee accomplishments and milestones and one in the spring where supervisors make their employees breakfast. It's cool!

We want you to enjoy working here.

We're a diverse group of people who think of ourselves as progressive government types. And oh yeah, the City of Brooklyn Park is an equal opportunity employer.

Brooklyn Park 
Unique. United. Undiscovered.