

CITY OF SPRING LAKE PARK
HEALTH CARE SAVINGS PLAN
NON-BARGAINED EMPLOYEES

The Non-Bargained Employees for the City of Spring Lake Park are eligible to participate in the Minnesota Health Care Savings Plan (HCSP) established under Minnesota Statutes, Section 352.98 (Minn. Supp. 2001) and as outlined in the Minnesota State Retirement System's Trust and Plan Documents. All funds collected by the employer on the behalf of the employee will be deposited into the employee's post health care savings plan account as follows:

A. Employee Lump Sum Contributions

The Employees have agreed to contribute to the Health Care Savings Plan as set out below:

All employees shall contribute 2% of gross pay.

B. Severance Pay Out

Upon separation, Non-Bargained Employees will have unused sick leave converted into cash to be deposited into their Health Care Savings Plan in accordance with the following schedule:

Upon completion of five (5) years, but less than twenty (20) years of service with the City – 50% of unused sick leave.

Upon completion of twenty (20) years, but less than twenty-five (25) years of service with the City – 60% of unused sick leave.

Upon completion of twenty-five (25) years, but less than thirty (30) years of service with the City – 65% of unused sick leave.

Upon completion of thirty (30) years of service to the City – 75% of unused sick leave.

Upon separation, all employees with unused vacation days will have 100% of those hours converted into cash and deposited in their Health Care Savings Plan.

Upon an employee's death, contributions owed but not yet paid to the HCSP will be paid to the employee's designated beneficiary. If an employee has been approved by MSRS to waive participation in the HCSP, severance will be paid in cash.

C. Banked Sick Leave

The City will convert into cash, 6 (six) days per year from the employee's banked sick leave account and deposit it to their Health Care Savings Plan in December of each year on the condition that the employee has accrued 90 days of regular sick leave.

Effective: