



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
[www.Hayward-CA.gov](http://www.Hayward-CA.gov)

## Cover Memo

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**File #:** CONS 18-748, **Version:** 1

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**DATE:** November 27, 2018

**TO:** Mayor and City Council

**FROM:** Director of Human Resources

### **SUBJECT**

Adoption of a Resolution Approving an Amended Side Letter Agreement between the City of Hayward and the Unrepresented Executives, Management, City Manager, Human Resources and City Attorney Employees to Revise Current Contributions to the Voluntary Employee Beneficiary Association (VEBA) Plan

### **RECOMMENDATION**

That the City Council adopts a Resolution authorizing an amended side letter agreement between the City of Hayward ("City") and the Unrepresented Executives, Management, City Manager, Human Resources and City Attorney Employees ("Unrepresented Employees") for an increase in current contributions and a decrease in contributions upon retirement, to the Voluntary Employee Beneficiary Association (VEBA) Plan.

### **SUMMARY**

The City makes available to members of the Unrepresented Employees group the Voluntary Employee Beneficiary Association (VEBA) Plan, which enables eligible employees to accumulate funds in a tax-exempt trust for reimbursement of qualified medical expenses.

Pursuant to the terms of the Unrepresented Employees' VEBA agreement, changes to the plan are made with the consensus of the majority of participants. A survey was conducted by the Human Resources Department, which determined that the majority of participants wanted an increase in current contributions per pay period, and a decrease in contributions upon retirement.

### **ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Resolution
Attachment III	Side Letter of Agreement

