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**From:** Hiers, Angelia R. - VP & Chief Human Resources Officer <hierar@jea.com>  
**Sent:** Tuesday, January 15, 2019 4:21 PM  
**To:** 'vinyardjr@gmail.com'  
**Subject:** Offer and Information from Angie Hiers  
**Attachments:** JEA 2019 Benefit Guide.pdf; DC Plan for New Hires.pdf; JEA Offer -H Vinyard.doc

Dear Mr. Vinyard,

Attached you will find a letter for an offer of employment as well as information regarding Benefits. In speaking with Aaron Zahn, he mentioned that choosing a plan that allowed services with Mayo was important to you. Out of the three health plans, two of them offer Mayo as an option. The HMO (with HRA) plan excludes Mayo as a provider.

Additionally, as you will be eligible to participate in the company's 401a program, I wanted to make sure that you are aware of the following. This information will assist you in making a decision as to whether or not you would want to make an individual irrevocable contribution.

401a(17) contribution limit for 2019: \$56,000. All contributions made to any 401a plan must be factored into the maximum allowable contributions for the calendar year. The combined JEA and Employee required contributions to retirement plans is currently 22%: Irrevocable contributions (and occur in this order):

- Employer 12% Contribution: City General Employee Defined Contribution Plan (GEDC)
- Employee 8% contribution: City GEDC (required)
- Employer 2% contribution: JEA 401a Plan
- Employee elected %: JEA 401a Plan

For an employee earning 254,545 or more, contributions will be maximized within the GEDC and the JEA 401a Employer Contributions within the calendar year. An employee may make an irrevocable election to contribute to the JEA 401a, but once you reach combined contributions of 56,000, the employee contributions will reduce the company's overall contributions in the GEDC and the JEA 401a long-term. To gain maximum company contributions, it is suggested that a person earning the above amount or greater not make an irrevocable election to contribute to the 401a.

Also, you may make up to \$19,000 in contributions to the 457 and if over age 50, \$25,000. The elections to this account may be changed at any time.

Please do not hesitate to reach out to me if you should have any additional questions.

Angelia (Angie) Hiers  
(904) 665-4747



January 15, 2019

Dear Herschel Vinyard:

It is my pleasure to confirm our offer of employment. With your skillset and demonstrated experiences, we are confident that you will be a great asset and member of the JEA team.

The following summarizes the details of this offer:

Location:	21 W. Church Street, 16 <sup>th</sup> floor, JEA Tower
Report to:	Aaron Zahn, Managing Director/CEO
Base Salary:	\$350,000 annual, paid biweekly
Business Allowance:	\$700.00 per month
Parking Allowance:	\$50.00 per month
Start Date:	March 15, 2019

Please see attached for information regarding JEA benefits and pension plans. A benefits representative will be available to answer questions at New Hire Orientation. If you have any questions regarding your benefits prior to New Hire Orientation, please call 904-665-5300.

Below is a summary of benefits, which begin on your first day of employment.

**Health Care Benefits:** Provided through Florida Blue, plan options include a PPO, HRA and an HSA. Please refer to the JEA Benefits Booklet attachment for employee costs.

**Dental Plan:** United Concordia is the dental plan provider. There is both a DHMO and a PPO plan.

**Vision Plan:** EyeMed is the vision plan provider.

**Life Insurance:** Life insurance is provided at three times your annual salary (\$500,000 maximum).

**Flexible Spending Account:** JEA offers a plan that allows you to make tax-free, bi-weekly deposits into an account for health care and dependent care expenses.

**Paid Time Off:** Leave is accrued biweekly at a rate of 6.16 hours, this equals 4 weeks annually. In addition, JEA observes eleven paid holidays and provides one floating holiday.

### **Retirement Planning**

Defined Contribution Plans:

- General Employee Defined Contribution Plan is the retirement plan in lieu of Social Security where the employee contributes 8% (pre-tax) and company contributes 12% of earnable compensation. This plan includes a generous vesting schedule, which begins after two years with 100% vesting upon the conclusion of 5 years of credited service; in addition,

- JEA 401(a) Defined Contribution Plan is a voluntary retirement plan, with immediate vesting, where the company automatically contributes 2% of eligible earnings. The employee may make a one-time, irrevocable election at hire to defer up to 20% of annual eligible earnings.

Deferred Compensation Plan:

- The JEA 457 is also a voluntary plan, with immediate vesting, where the employee may defer a percentage election of their eligible compensation on a pre-tax and/or Roth after-tax contribution.

*\*Please note the above Plans are subject to the respective IRS limits.*

This offer is contingent upon successfully passing our company's background check. In addition, in order to comply with federal law, JEA participates in the E-Verify verification process.

We are excited about you joining our team and we look forward to the contributions you will make to JEA!

Sincerely yours,

Angelia (Angie) Hiers  
VP & Chief Human Resources Officer  
904-665-4747

\_\_\_\_\_ Accept Offer

\_\_\_\_\_ Decline Offer

Email to: [hierar@jea.com](mailto:hierar@jea.com)

Employee Acceptance:

BY: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Print

Employer Acceptance:

BY: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature Talent Acquisition Services

Attachment: Benefits Supplement Sheet