

**CITY OF ALBANY**  
**BENEFIT SUMMARY- AFSCME EMPLOYEES**

**INSURANCE**

<b>Medical</b>	Coverage for employee and family; the City pays approximately 97% of the premium, based on current rates.
<b>Dental/Vision</b>	Coverage for employee and family with the City currently paying 97% of the premium.
<b>Life/AD&amp;D</b>	Employees are provided \$75,000 of life insurance. This insurance is fully paid by the City. (Employer paid premium exceeding the life insurance value of \$50,000 is taxable.)
<b>Long-term Disability</b>	This benefit is 66 2/3% of employee's monthly salary after a 90-day waiting period and premium is fully paid by the City.
<b>Supplemental (Employee paid)</b>	There are optional insurance plans in which the employee can enroll at his/her expense. (Coverage may not be guaranteed and may require underwriting approval.)  <b>Short term Disability-</b> Coverage is guaranteed for new employees; amount of coverage the employee may purchase varies; there is a 7-day waiting period with a 90-day maximum benefit.  <b>Additional term life insurance-</b> available for the employee, spouse, and eligible dependents.  <b>Accident, Cancer, Hospital, Intensive Care, and Specific Event Insurance-</b> available for employee, spouse, and eligible dependents.
<b>Domestic Partner</b>	The City of Albany provides employees' opposite and same-gender domestic partnership insurance benefits.

**RETIREMENT**

<b>PERS / OPSRP</b>	The City participates in the Oregon Public Employee Retirement System (OPSRP). Employees are eligible to become members of the OPSRP after six full months of employment. The City pays the six percent employee contribution.
<b>Deferred Compensation</b>	Employees are eligible to participate with employee contributions in a 457 pre-tax or Roth deferred compensation plan with ICMA-RC and/or Nationwide Retirement Solutions; the City will match up to 0.5% (one-half of one percent) contribution based on an employees' base salary.

**LEAVE BENEFITS**

<b>Vacation</b>	<p>After completing six full months of service at the City of Albany, employees are eligible to use their accumulated vacation. Vacation accruals are as follows:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Months of Continuous Service</th> <th style="text-align: center;">Monthly Accrual Rate</th> <th style="text-align: center;">Equivalent Annual (hours)</th> <th style="text-align: center;">Annual Accrual (days)</th> <th style="text-align: center;">Maximum Accrual (hours) <i>2 x Annual</i></th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1 through 48 months</td> <td style="text-align: center;">7 hrs.</td> <td style="text-align: center;">84</td> <td style="text-align: center;">10.5</td> <td style="text-align: center;">168</td> </tr> <tr> <td style="text-align: center;">49 through 96 months</td> <td style="text-align: center;">10 hrs.</td> <td style="text-align: center;">120</td> <td style="text-align: center;">15.0</td> <td style="text-align: center;">240</td> </tr> <tr> <td style="text-align: center;">97 through 168 months</td> <td style="text-align: center;">11 hrs.</td> <td style="text-align: center;">132</td> <td style="text-align: center;">16.5</td> <td style="text-align: center;">264</td> </tr> <tr> <td style="text-align: center;">169 through 228 months</td> <td style="text-align: center;">13 hrs.</td> <td style="text-align: center;">156</td> <td style="text-align: center;">19.5</td> <td style="text-align: center;">312</td> </tr> <tr> <td style="text-align: center;">229 months and over</td> <td style="text-align: center;">14 hrs.</td> <td style="text-align: center;">168</td> <td style="text-align: center;">21.0</td> <td style="text-align: center;">336</td> </tr> </tbody> </table>	Months of Continuous Service	Monthly Accrual Rate	Equivalent Annual (hours)	Annual Accrual (days)	Maximum Accrual (hours) <i>2 x Annual</i>	1 through 48 months	7 hrs.	84	10.5	168	49 through 96 months	10 hrs.	120	15.0	240	97 through 168 months	11 hrs.	132	16.5	264	169 through 228 months	13 hrs.	156	19.5	312	229 months and over	14 hrs.	168	21.0	336
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<b>In lieu of Vacation Accrual</b>	Additionally, employees can elect a three percent increase in pay after 169 months of continuous employment in lieu of additional vacation accruals, and an additional three percent pay increase after 229 months of continuous employment in lieu of additional vacation accruals.																														

**LEAVE BENEFITS CONTINUED**

<b>Sick Leave</b>	Accrued sick leave can be used the month after it is earned subject to management approval.				
	<b>Monthly Accrual Rate (hours)</b>		<b>Maximum Accrual (hours)</b>		
	8		950		
<b>Bereavement Leave</b>	The City grants 5 days leave with pay per occurrence when an employee suffers death in her/his immediate family. This leave can be supplemented by use of sick, vacation, and/or comp time at the employee's option.				
<b>Holiday Time</b>	Employees receive nine paid holidays per calendar year as follows:				
	New Year's Day	Veterans' Day			
	Martin Luther King Day	Thanksgiving Day			
	Memorial Day	Friday after Thanksgiving Day			
	Independence Day	Christmas Day			
	Labor Day				
<b>Floating Holiday</b>	Employees are credited floating holiday time January 1 each year according to the following schedule:				
	Floating Holiday Calendar Year	Minimum Months in Calendar Year Worked	Hours Credited Annually	Equivalent Credited Days Annually	Allowable rollover
	January 1 to December 31	12	24 hours	3 days	0
	No later than May 1 to December 31	8	16 hours	2 days	0
	No later than September 1 to December 31	4	8 hours	1 day	0
	Note- These hours must be used by the end of the calendar year; unused balances do not accrue.				
<b>OTHER BENEFITS</b>					
<b>Education Reimbursement</b>	Employees are eligible for education reimbursement as approved by their Department Director and according to Human Resources Education Incentive Policy.				
<b>Employee Assistance Program</b>	Employees and family members are eligible to participate in the City's Employee Assistance Program (EAP). An extensive confidential EAP is made available through telephone consultation, face to face, and/or online.				
<b>Flexible Spending Plan (125)</b>	Employees are eligible for participation in a deferral plan for dependent care, employee portion of group health insurance premium expenses, and unreimbursed health-related expenses upon initial enrollment as a new employee and re-enrollment on an annual basis				
<b>Voluntary Employee Benefits Association (VEBA Trust)</b>	Employees enrolled in the Medical High Deductible Health Plan (HDHP) will receive an annual contribution to a VEBA Trust account. These funds can be used to reimburse the employee's out-of-pocket health care expenses. The City's contribution is \$1000 for single coverage and \$2000 for two-party or family coverage. Additionally, a percent of an employee's unused sick leave balance at retirement may be rolled into their VEBA account.				
<b>Longevity Incentive</b>	Employees are eligible for longevity awards/pay at 10, 22, and 27 continuous years of employment in the bargaining unit.				
<b>Credit Union</b>	Employees are eligible to become a member at Central Willamette Credit Union.				

**NOTES: 1) All benefits and contributions listed on this summary are subject to change. 2) All benefits listed on this summary are for full-time employees; part-time employees' benefits are pro-rated per the classifications budgeted FTE.**