



CITY OF CAÑON CITY

Human Resources

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2020 BENEFITS SUMMARY

Benefits	Description																					
Paid Time Off (PTO)	<p>All regular full-time and part-time employees begin accruing PTO from day one of employment according to the chart below. Accrual for part-time employees is prorated. New employees must complete ninety (90) days of service before accrued PTO can be used.</p> <table border="1" data-bbox="500 894 1479 1224"> <thead> <tr> <th>Years of Service</th> <th>PTO Accrued Per Pay Period</th> <th>Max Accrual</th> </tr> </thead> <tbody> <tr> <td>0 - 1 year</td> <td>4.92 hours</td> <td>144 hours</td> </tr> <tr> <td>1 - 4 years</td> <td>6.77 hours</td> <td>192 hours</td> </tr> <tr> <td>5 - 9 years</td> <td>7.69 hours</td> <td>240 hours</td> </tr> <tr> <td>10 - 14 years</td> <td>8.62 hours</td> <td>288 hours</td> </tr> <tr> <td>15 - 19 years</td> <td>9.54 hours</td> <td>336 hours</td> </tr> <tr> <td>20+ years</td> <td>10.46 hours</td> <td>384 hours</td> </tr> </tbody> </table>	Years of Service	PTO Accrued Per Pay Period	Max Accrual	0 - 1 year	4.92 hours	144 hours	1 - 4 years	6.77 hours	192 hours	5 - 9 years	7.69 hours	240 hours	10 - 14 years	8.62 hours	288 hours	15 - 19 years	9.54 hours	336 hours	20+ years	10.46 hours	384 hours
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Holidays	<p>The City observes the following holidays as paid days off:</p> <table border="1" data-bbox="500 1402 1419 1650"> <tbody> <tr> <td>New Year's Day</td> <td>Thanksgiving Day</td> </tr> <tr> <td>Martin Luther King Day</td> <td>Day after Thanksgiving</td> </tr> <tr> <td>Memorial Day</td> <td>Christmas Eve</td> </tr> <tr> <td>Independence Day</td> <td>Christmas</td> </tr> <tr> <td>Labor Day</td> <td>New Year's Eve (1/2 day)</td> </tr> <tr> <td>Veteran's Day</td> <td></td> </tr> </tbody> </table> <p>Regular full-time employees working a minimum of a 30-hour standard work week receive holiday pay beginning with the first holiday following date of hire. Part-time employees receive pro-rated holiday pay.</p>	New Year's Day	Thanksgiving Day	Martin Luther King Day	Day after Thanksgiving	Memorial Day	Christmas Eve	Independence Day	Christmas	Labor Day	New Year's Eve (1/2 day)	Veteran's Day										
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Health, Dental and Vision Insurance	<p>The City offers group medical, dental and vision insurance provided by Meritain through the Aetna network for regular full-time employees (min. 30 hours per week) and their dependents as determined by policy. Enrollment is required for all regular full-time employees.</p> <p>Eligibility is determined as follows:</p> <ul style="list-style-type: none"> • An employee hired on or between the 1st and the 15th day of any month becomes eligible for coverage on the first day of the month following the date of employment. • An employee hired on or after the 16th day of any month becomes eligible on the first day of the second month following thirty (30) days of continuous employment. 												
Monthly Rates	<table border="1"> <thead> <tr> <th></th> <th>Plan A</th> <th>Plan B</th> </tr> </thead> <tbody> <tr> <td>Employee Only</td> <td>\$130.62</td> <td>\$80.99</td> </tr> <tr> <td>Employee + 1</td> <td>\$277.36</td> <td>\$171.96</td> </tr> <tr> <td>Family</td> <td>\$326.10</td> <td>\$202.18</td> </tr> </tbody> </table>		Plan A	Plan B	Employee Only	\$130.62	\$80.99	Employee + 1	\$277.36	\$171.96	Family	\$326.10	\$202.18
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Flexible Spending Account	<p>Eligible employees may enroll in a flexible spending account (FSA) through payroll deduction with pre-tax dollars. This account can be used by you, your spouse and dependents to pay for eligible medical, dental, vision and prescription expenses that are not paid for by your insurance plan.</p>												
Employee Assistance Program (EAP)	<p>This free and confidential program through Solvista is available to benefit eligible employees. EAP is a professional and completely confidential counseling service designed to help employees resolve personal and/or work-related issues.</p>												
Life Insurance	<p>Administered through Mutual of Omaha, eligible employees receive \$150,000 in life insurance coverage, \$20,000 for eligible spouse and up to \$5,000 for eligible children. The commencement date for life insurance coverage is the same as for health insurance.</p>												
Disability Plan	<p>The City pays 100% of the premium for Short-Term Disability and Long-Term Disability Insurance for FT employees working at least 30 hours per week.</p>												
Retirement/Pension Plan	<p>After six (6) months of continuous employment all Regular Full-Time and Regular Part-Time employees are required to participate in the City's pre-tax cash benefit plan. A matching rate of 4.9% of gross wages for both employer and employee is applied to the plan. The plan document will govern all matters relating to the cash benefit plan. There is a three-year vesting period.</p>												
Retirement 457 plan	<p>The first of the month following date of hire, employees may contribute to the 457 plan by way of pre-tax payroll deduction, up to the current federal limits.</p>												
Other benefits	<p>In addition to the above-mentioned benefits, the City offers the following to eligible employees:</p> <ul style="list-style-type: none"> • Short-term and Long-term disability • Additional voluntary life and AD&D insurance • Tuition reimbursement program • Aflac policies: accident, hospital, cancer, dental and vision coverage • Royal Gorge Bridge annual pass • Cell phone discounts 												
Direct Deposit	<p>All employees are required to enroll in direct deposit as a condition of employment. Employees may divide their net pay between a maximum of three accounts.</p>												