

**CITY OF CORVALLIS  
BENEFIT SUMMARY – EXEMPT EMPLOYEES**

**INSURANCE**

Medical/Dental/Vision	Coverage is effective the first of the month following 30 days of employment. City pays 97% of single, two party, or family coverage for medical and dental, and 100% of coverage for vision (the difference between single and two party/family coverage premiums is prorated for part-time employees).
Life/Accidental Death & Dismemberment	Employees are provided a policy in the amount of two times annual salary, rounded to the next highest \$1,000. The City fully pays the premium.
Long Term Disability	If an employee is unable to work due to injury or illness, this benefit pays 60% of the employee’s salary, after satisfying a 90-day waiting period. The City fully pays the premium.
Supplemental Insurance (Employee Paid)	There are optional insurance plans in which the employee can enroll at his/her expense. <ul style="list-style-type: none"> <li>• Additional life insurance for employee, spouse, and/or eligible dependents.</li> <li>• Additional AD&amp;D insurance for employee or family.</li> <li>• Long Term Care for employee, spouse, and/or other eligible family members aged 18-80.</li> </ul>
Domestic Partner	The City of Corvallis provides insurance benefits to an employee’s opposite or same-gender domestic partner.

**RETIREMENT**

PERS / OPSRP / IAP	The City participates in the Public Employee Retirement System (PERS), the Oregon Public Employee Retirement System (OPSRP), and the Individual Account Program (IAP). New employees, who are not already PERS or OPSRP members, become OPSRP members after six full months of employment. The City contributes 6% of monthly wages to the IAP on behalf of the employee.
Deferred Compensation	Employees are eligible to make pre-tax contributions to a 457 deferred compensation plan. There is no City contribution to the 457 plan. Department Directors may participate in a 401(a) plan with an employee contribution of 2% and a City contribution of 5%.

**LEAVE BENEFITS**

Sick Leave	Employees accrue 8 hours of sick leave (pro-rated for part-time) per pay period month, up to a maximum of 960 hours. Exempt 56-hour Fire Suppression employees accrue 24 hours of sick leave per month, up to a maximum of 1,800 hours.																																
Vacation	Following 6 months of service, employees are eligible to use accumulated vacation hours. Vacation accruals per pay period month are as follows (pro-rated for part-time): <table border="1" data-bbox="393 1413 1511 1764"> <thead> <tr> <th>Months of Service</th> <th>Confidential Exempt</th> <th>Management Exempt</th> <th>Fire Battalion Chief</th> </tr> </thead> <tbody> <tr> <td>1-30 months (0-2.5 years)</td> <td>10 hours</td> <td>14.67 hours</td> <td>32.03 hours</td> </tr> <tr> <td>31-60 months (2.5-5 years)</td> <td>10.5 hours</td> <td>15.17 hours</td> <td>32.53 hours</td> </tr> <tr> <td>61-120 months (5-10 years)</td> <td>11 hours</td> <td>15.67 hours</td> <td>33.03 hours</td> </tr> <tr> <td>121-180 months (10-15 years)</td> <td>12 hours</td> <td>16.67 hours</td> <td>34.03 hours</td> </tr> <tr> <td>181-240 months (15-20 years)</td> <td>14 hours</td> <td>18.67 hours</td> <td>38.03 hours</td> </tr> <tr> <td>241+ months (20+ years)</td> <td>16 hours</td> <td>20.67 hours</td> <td>42.03 hours</td> </tr> <tr> <td>Maximum Accrual</td> <td>3 x annual accrual up to 504 hours</td> <td>3x annual accrual up to 672 hours</td> <td>3 x annual accrual up to 1,369 hours</td> </tr> </tbody> </table>	Months of Service	Confidential Exempt	Management Exempt	Fire Battalion Chief	1-30 months (0-2.5 years)	10 hours	14.67 hours	32.03 hours	31-60 months (2.5-5 years)	10.5 hours	15.17 hours	32.53 hours	61-120 months (5-10 years)	11 hours	15.67 hours	33.03 hours	121-180 months (10-15 years)	12 hours	16.67 hours	34.03 hours	181-240 months (15-20 years)	14 hours	18.67 hours	38.03 hours	241+ months (20+ years)	16 hours	20.67 hours	42.03 hours	Maximum Accrual	3 x annual accrual up to 504 hours	3x annual accrual up to 672 hours	3 x annual accrual up to 1,369 hours
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Bereavement Leave	The City grants up to 4 days leave with pay in the event of a death in the employee’s immediate family. This leave can be supplemented by use of vacation or compensatory time.																																
Floating Holiday	Confidential and Management Exempt employees are credited 12 hours (pro-rated for part-time) of floating holiday upon hire and each June 16 <sup>th</sup> thereafter. Floating holiday hours must be used by June 15 <sup>th</sup> of the following year. Unused balances are forfeited by the employee.																																

**LEAVE BENEFITS CONTINUED**

Holidays	<p>Confidential and Management Exempt employees receive ten paid holidays per calendar year:</p> <ul style="list-style-type: none"> <li>• New Year’s Day (January 1<sup>st</sup>)</li> <li>• Martin Luther King Day (3<sup>rd</sup> Monday in January)</li> <li>• President’s Day (3<sup>rd</sup> Monday in February)</li> <li>• Memorial Day (Last Monday in May)</li> <li>• Independence Day (July 4<sup>th</sup>)</li> <li>• Labor Day (1<sup>st</sup> Monday in September)</li> <li>• Veteran’s Day (November 11<sup>th</sup>)</li> <li>• Thanksgiving Day (4<sup>th</sup> Thursday in November)</li> <li>• Day after Thanksgiving</li> <li>• Christmas Day (December 25<sup>th</sup>)</li> </ul> <p>Fire Battalion Chiefs receive 11.5 hours of vacation in lieu of holiday per month (included in the monthly vacation accrual).</p>
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**OTHER BENEFITS**

Flexible Spending Account (FSA)	Employees are eligible to participate in a pre-tax deferral plan for medical and dependent care expenses. Funds deferred during the calendar year but not claimed by the end of the annual run-out period are forfeited by the employee. (Not eligible for medical FSA if employee has an HSA.)
Health Reimbursement Arrangement (HRA)  Health Savings Account (HSA)	Employees enrolled in the High Deductible Health Plan (HDHP) receive an annual contribution from the City to one of these accounts. These funds can be used to reimburse the employee’s out-of-pocket health care expenses. The City’s contribution is \$1500 (\$125/month) for single coverage and \$3000 (\$250/month) for two-party or family coverage.
Retirement Health Savings Plan (RHSP)	Upon the employee’s qualification to receive the Wellness Incentive, the City will make a contribution to the employee’s RHSP. Vested funds in the RHSP can be used by the employee upon termination of employment (subject to IRS rules if HSA contributions in same year) to pay for out-of-pocket health expenses and insurance premiums.
Wellness Incentive	The City contributes up to 1% of salary to the RHSP account, if the employee completes an annual health risk assessment (0.4%), obtains an approved health screening (0.3%), and pledges to participate at least quarterly in approved wellness program activities (0.3%).
Employee Assistance Program (EAP)	Employees and family members are eligible for up to 4 face-to-face confidential counseling sessions per issue per year. Additional EAP services include 24-hour crisis help, legal services, financial services, identity theft recovery services, and access to life-balance website.
Education Tuition Reimbursement	Upon approval of the Department Director, employees may be reimbursed 50-100% of tuition costs for job-related courses taken on the employee’s own initiative. For courses taken at the request of the City, the City will pay the full cost of tuition and books.
Savings Bonds	Employees are eligible to purchase savings bonds through payroll deduction.
College Savings Plan (529)	Employees are eligible to contribute to the Oregon College Savings Plan through payroll deduction.
Credit Union	Employees are eligible to become a member of Oregon State or Central Willamette Credit Unions.
Employer Transportation Program	Employees using alternative transportation (i.e. carpool, vanpool, transit, bicycling, walking) to get to work are eligible for a taxi ride home when there is an unforeseeable emergency.
Public Service Loan Forgiveness (PSLF) Program	Public Service Loan Forgiveness (PSLF) is a federal program which forgives the remaining balance on your Direct Loans after you have made 120 qualifying monthly payments under a qualifying repayment plan while working full-time for a qualifying employer. <a href="https://studentaid.ed.gov/sa/repay-loans/forgiveness-cancellation/public-service">https://studentaid.ed.gov/sa/repay-loans/forgiveness-cancellation/public-service</a>

Note: All Exempt employee benefits and contributions listed on this summary are subject to change. (Updated October 21, 2020)