



# CITY OF BRISTOL, VIRGINIA EMPLOYEE BENEFITS SUMMARY

## RETIREMENT

Full time, 40-hour per week, employees are eligible to participate in the Virginia Retirement System retirement plan. The employee contributes 5% of their gross monthly income, excluding overtime, that will be matched by the City.

## LIFE INSURANCE

Life insurance is provided at the rate of two times the employee’s annual salary, rounded to the next highest thousand.

## OPTIONAL LIFE INSURANCE

Optional life insurance is available through Securian for up to eight times the employee’s annual salary (maximum of \$975,000 for an employee). Coverage is also available for employees’ spouses and children, evidence of insurability may be required for certain amounts of coverage (maximum of \$400,000).

## HEALTH, DENTAL, AND VISION INSURANCE

Health insurance is provided under two deductible (\$500 and \$1,000) plans with preventive and comprehensive dental coverage options. The City contributes to the cost based on the coverage level selected. Dental and vision coverage are included in both plans.

## OPTIONAL BENEFITS

Optional benefits include:

- Deferred Compensation Plan
- Flexible Spending Account
- Voluntary Supplemental Products

**Benefits may be selected on a pre-tax basis.**

## SICK LEAVE

Sick leave is accrued at a monthly rate 16 hours per month for 24-hour shift employees and 10 hours per month for VRS Hybrid Plan members and all other employees.

## ANNUAL LEAVE

Annual leave is accrued based on length of service; maximum accrual amounts are also based on length of service.

<i>Years of Service</i>	40-Hour Employees	Fire Department	<i>Max. Accrued Leave</i>
	<i>Earned Hours PTO/Month (days/year)</i>	<i>FD Earned Hours PTO/Month with Multiplier (days/year)</i>	
<i>0-2 years</i>	8 (12d)	12 (6d)	192 hours
<i>3-5 years</i>	10 (15d)	14 (7d)	192 hours
<i>6-10 years</i>	12 (18d)	16 (8d)	240 hours
<i>11-15 years</i>	14 (21d)	19 (9.5d)	288 hours
<i>16-20 years</i>	16 (24d)	22 (11d)	288 hours
<i>21+ years</i>	18 (27d)	24 (12d)	288 hours

## HOLIDAYS

City-recognized holidays:

- |                        |                        |
|------------------------|------------------------|
| New Year’s Day         | Columbus Day           |
| Martin Luther King Day | Veterans’ Day          |
| Presidents’ Day        | Thanksgiving Day       |
| Memorial Day           | Day after Thanksgiving |
| Juneteenth             | Christmas Eve          |
| Fourth of July         | Christmas Day          |
| Labor Day              |                        |

Any other holiday time appointed by City Council or granted by the Commonwealth of Virginia or the President of the United States.

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**For additional information:**

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