



## BENEFITS AT A GLANCE SUPPLEMENTAL INFORMATION SUMMARY

*Effective January 2025*

Covington Water District (The District) offers a comprehensive benefit package to support the well-being of our employees.

### Health and Insurance Benefits

The District offers full family competitive medical, dental and vision health insurance plans to eligible employees. The District pays 100% of the insurance premiums for each of these health plans for its eligible employees and their eligible dependents.

#### Eligibility

Health insurance coverage begins on the first day of the first full month following hire date or transfer to an eligible position.

#### Medical Plans

The District offers several medical plan options through Health Care Authority, Public Employee Benefits Board (PEBB).

#### Dental Insurance

The District provides dental coverage through Delta Dental of WA.

#### Vision Plan

The District offers vision coverage through Vision Service Plan (VSP).

### Health Reimbursement Account through VEBA

HRA VEBA is a tax-free health reimbursement arrangement (HRA) that enables The District to make contributions into a special trust account on your behalf. The tax-free funds can be used to pay or reimburse eligible out-of-pocket healthcare costs for you and qualified dependents.

#### Life Insurance

The District provides both a basic employer-paid "term" life insurance policy as well as an Accidental Death and Dismemberment (AD&D) policy in the amount of \$50,000 each for all eligible employees.

#### Long Term Disability Insurance

The District provides all benefit eligible employees with long-term disability insurance.

#### Supplemental Insurance Plans

The District offers voluntary employee paid participation in the following plans: Short Term Disability, Accident, Hospital Confinement Sickness, Cancer Indemnity, Critical Illness, Supplemental Dental and Hospital Indemnity Limited Benefit insurance plans.

#### Employee Assistance Program (EAP)

The District offers an Employee Assistance Program to all employees and pays the full cost of this coverage. This includes confidential counseling, legal & financial consultation, ID theft, will & legal document preparation, tax consultation, and access to self-service documentation.

## Paid Time Off

### Holidays

The District offers thirteen (13) paid holidays per calendar year.

### Sick Leave

Regular full-time employees accrue eight (8) hours of sick leave benefits each calendar month up to the maximum of 320 hours. Regular part-time employee sick leave is prorated based on hours worked.

### Vacation

New hires or newly eligible full-time employees accrue vacation at 8 hours per month. Regular part time employee vacation leave is prorated based on regular scheduled hours. Vacation will be awarded after the successful completion of a three-month introductory period and thereafter on the month end payroll up to the maximum of 320 hours.

## Retirement Benefits

### Washington State Department of Retirement Plans

Public Employees Retirement Systems (PERS) is administered by Washington State Department of Retirement (DRS). Employee contribution amounts are established by the Washington State Pension Funding Council. The District also contributes funds to eligible employee PERS plans. [DRS: Choose your plan](#)

### Deferred Compensation Program

Eligible employees have the ability to participate in the Washington State Department of Retirement Systems (DRS) Deferred Compensation Program (DCP), allowing a pre-tax and/or post-tax deferral of their salary until retirement. [DCP - Deferred Compensation Program - Plan Guide](#)

## Other Benefits

### Flexible Work Schedules

The District offers several options for alternative work schedules for each department (subject to management approval) to allow flexibility in shift start and end times.

### Tuition Reimbursement

The District will reimburse regular full-time employees and regular part-time employees for the combined costs of tuition, books, and fees. The maximum reimbursement amounts will be listed on the annual budget. Employees are eligible for college education reimbursement after one (1) year of employment. Reimbursement is contingent upon obtaining the District's approval for the educational course prior to enrollment and receiving a passing grade. Application for reimbursement is accepted after the class is completed with proof of passing grade.

### Training & Certifications

The District will support continued professional growth. The District will pay for approved training courses and to maintain job-related certifications.

### Field Crew Designated Roles

The District will provide an annual uniform allowance for full-time field employees.

*Note: District benefits as listed are subject to change with or without notice.*