



Hourly Employee Benefit Highlights

This document contains information about benefits available to City of Fort Collins employees in Hourly positions.

PAID TIME OFF AND LEAVE BENEFITS

Personal Time

Hourly employees who work at least 520 regular hours become eligible to accrue personal time at a rate of 0.019 hours per hour worked, up to 40 hours. Accrual stops when the 40-hour cap is reached and resumes if the balance drops below 40 hours.

Holiday Time

Hourly employees qualify for paid holiday time during a pay period if they work or use paid leave for 30+ hours. Holiday pay is based on hours worked or paid leave used, as shown in the charts below:

1 Holiday in the Pay Period

- 30 to <36 hours: 3 hours
- 36 to <45 hours: 4 hours
- 45 to <54 hours: 5 hours
- 54 to <63 hours: 6 hours
- 63 to <72 hours: 7 hours
- 72+ hours: 8 hours

2 Holidays in the Pay Period

- 30 to <32 hours: 3 hours
- 32 to <40 hours: 4 hours
- 40 to <48 hours: 5 hours
- 48 to <56 hours: 6 hours
- 56 to <64 hours: 7 hours
- 64+ hours: 8 hours

Designated Holidays

- New Year's Day
- Martin Luther King Day
- President's Day
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Veterans' Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Day

Sick Time

Hourly employees receive 1 hours of sick time for every 30 hours worked with a maximum allowance of 48 hours of sick time in the Leave Benefit Year. Hourly employees can roll over up to 48 hour of unused sick time year to year.

Leave Benefits

- Injury and Emergency Leave
- Jury Duty and Witness Appearance Leave
- Caregiver Leave
- Voting Time
- Military Leave
- Bereavement Leave
- Domestic Violence Leave
- Employer-Paid Colorado FAMILI

Wellness Programs & Other Benefits

Annual Health Fair	Annual Wellness event featuring local health, wellness and safety resources, vendor booths, presentations, and wellness screenings.
Bicycle Storage	Some City buildings offer bicycle storage centers for secure and convenient bike parking.
Caregiving Support	Access to lactation support, maternity care, parenting classes, subsidized camps and preschool through Recreation, and backup dependent care services for children and adults.
Discounted Access to Recreation Facilities	Employees can show their badge at any Recreation Facility and buy a 25-Admission Pass for \$25 and get a 70% discount on Recreation fitness classes.
Employee Assistance Program	Employees can access behavioral health support, financial wellness programs, mindfulness resources, tobacco cessation, weight management, and wellness coaching through the MINES Employee Assistance Program.
Group Exercise Classes	Access to free or subsidized classes like boot camp and yoga held at City facilities.
Health Checks	Employees on a City health plan have access to a free, annual health screenings and can complete an online health assessment to earn a gift card.
Mini Incentives & Online Wellness Programs	Offered for free on a variety of topics throughout the year to all participants.
Onsite Flu Shots	Flu- shot clinics offered annually for free to those on a City Health Plan and for a small co-pay for those not on a City Health Plan.
Onsite Exercise Rooms	Sign a waiver and watch a safety video to access three fully equipped exercise rooms available to employees. Spouses and dependents can utilize rooms after completing additional training.
Personal Enrichment Classes	Personal Enrichment Classes are free, periodic offerings on a variety of topics for all employees.
Special Offers from Elevations Credit Union	Discounted rates and incentives for City employees.
Weight Management Programs	Real Appeal program and health coaching via CityCare if covered under City's health care plan, Weight Watchers reimbursement.
Well Days Incentive Program	The Well Days program encourages and supports City of Fort Collins and Library District employees in making lifestyle choices that reduce the risk of illness and injury, promoting overall wellbeing.