

ALL CITY OF TACOMA EMPLOYEES, EXCEPT COMMISSIONED POLICE AND FIRE

**DEFERRED COMPENSATION OPEN ENROLLMENT PERIOD
NOVEMBER 12th TO NOVEMBER 24th, 2020**

Annual IRS 2021 Contribution Limits*

Deferred Compensation Plan	2021 Annual Limit	Employee Maximum Deferral per 26 Pay Periods
Employee deferral (regular)	\$19,500	\$750.00
Age 50+ employee deferral	\$26,000	\$1,000.00
Pre-Retirement Catch-Up deferral	\$39,000	\$1,500.00

*Contributions made to 457 plans may not exceed annual limits as determined by the IRS.

IMPORTANT NOTICES

- **If you elect to defer more than the Employee Maximum Deferral per pay period, your account may reach the maximum annual limit before the end of the calendar year. If this happens, no additional employee deferrals, or employer-match contributions (if applicable) will be authorized for the remainder of the year.**
- **Human Resources personnel are working remotely – All enrollment and change forms should be emailed to benefits@cityoftacoma.org**

- There are **26 pay periods in the 2021 calendar year** in which employee, and employer match contributions (if applicable), may be made to deferred compensation accounts.
- Employee deferrals and employer-match contributions (if applicable) combined cannot exceed the IRS annual contribution limits provided above. This limit applies to both Traditional (pre-tax option) and Roth (post-tax option) contributions combined.
- Employer-paid match contributions (if applicable) apply to Traditional 457 deferrals only.
- All changes made during Open Enrollment will be reflected on the January 8, 2021 pay advice.

DEFERRED COMPENSATION ENROLLMENT FOR PARTICIPANTS AGE 50 AND OVER

- An employee electing to sign up for the deferred compensation plan who will be age 50 or older at any time during the enrollment year, will be automatically enrolled in the Age 50+ employee deferral option.
- This allows you to make a higher annual contribution, if you so choose.

HOW TO MAKE DEFERRED COMPENSATION CONTRIBUTION CHANGES DURING OPEN ENROLLMENT

- If you are currently enrolled in Deferred Compensation, you can increase or decrease your contribution levels during Open Enrollment through Employee Self Service (ESS), which take effect January 1, 2021.
- For changes to contributions made outside of benefits open enrollment, you can stop or decrease your amount in ESS using the **Allowable Midyear Benefits Changes** option.
- To make an increase to your contribution levels, outside of Open Enrollment, a paper form is required.
- To enroll in the Deferred Compensation Plan Traditional (pre-tax option) or Roth (post-tax option) a paper form is required.
- Enrollment forms are located on the Benefits webpage under **Benefits Forms**.

WANT TO ENROLL IN DEFERRED COMPENSATION?

- To sign up and enroll in the Deferred Compensation Plan requires a paper application.
- An ICMA-RC enrollment form is located on the Benefits webpage under the **Benefits Forms** section at cityoftacoma.org/benefits.

For questions and assistance, contact

Diane Peterson at 253-345-9588 or dpeterson@cityoftacoma.org
Benefits Office at 253-573-2345 or benefits@cityoftacoma.org