



# Benefits for Regular Part-Time Employees

Effective January 1, 2022

## Regular Part-Time Employee Definition

A regular part-time employee works in an hourly position that is classified as regular part time: the position maintains a regular, dependable schedule consisting of less than 40 hours per week on a year-round basis, and may include higher level responsibilities or a different schedule than other part-time or intermittent positions.

## Retirement



The City and employee contribute to a 457 Deferred Compensation Plan in the employee's name in lieu of participation in Social Security. 4% of employee pay before taxes is matched with a City contribution of 4%.

The employee has additional voluntary retirement account options through ICMA-RC, including Roth accounts.

## Voluntary Health Insurance



Regular part time employees have the ability to pay for health insurance through the City's HMO Plan 420P administered by Kaiser Permanente.

## Notable Benefits

### Recreation Center Pass

All City employees are eligible for a free pass to Bob L. Burger Recreation Center. Employees just fill out a form, have their supervisor sign it, and take it to the front desk at the recreation center.

### Wellness Punch Card

The City's Wellness Punch Card gives employees 100 punches that may be redeemed at the Bob L. Burger Recreation Center, Great Outdoors Waterpark, Indian Peaks Golf Course, and Waneka Lake Boat House.

### Helping Hands

If an employee experiences a hardship, they may apply for assistance through Helping Hands. This program is employee-funded and City-managed.

### Workers' Compensation

Workers' Compensation Insurance covers on-the-job injuries. Employees should report injuries to their supervisor immediately. See Human Resources or SharePoint for information on our designated providers.

## Identity Theft Protection



The City offers protection from ID theft and cybercrime for employees and their families through Norton LifeLock. LifeLock offers a variety of monitoring and protection features to give employees peace of mind.

## Time Away from Work

**Floating holidays:** Regular part time employees receive **20 hours** of floating holiday pay per year.

**Bereavement leave:** Employees are allowed up to 5 days off (3 of which are paid) in the event of an immediate family member's passing.

**Paid time off:** Regular part time employees accrue paid time off at increasing rates, based on the employee's length of service with the City:

Year of service	Accrual rate per hour worked
1-4	0.041
5-9	0.058
10-14	0.077
15+	0.096

