



# PART TIME EMPLOYEES ASSOCIATION (PTEANB)

# Benefits Summary

Term: January 1, 2022 - December 31, 2025

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## Membership

To qualify, part-time employees must work 1,000 hours within a fiscal year or when the City is mandated to provide Minimum Essential Coverage as required under the Affordable Care Act. Once an employee is enrolled into the unit, the member will remain covered under the MOU while actively employed part-time, regardless of the number of hours worked thereafter.

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## Telecommuting

Eligible employees qualify for an annual telecommuting bank of hours equal to the number of hours they typically work in a pay period.

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## Salary Adjustments

January 2022 – 1.0%	January 2024 – 3.0%
January 2023 – 3.0%	January 2025 – 3.0%

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## Additional Step

Effective 7/1/2023, an additional 5% step will be added to each classification.

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## Retirement Benefits

The City contracts with the California Public Employees Retirement System (CalPERS) to provide retirement benefits and has implemented first (2.5%@55), second (2%@60), and third (2%@62) tiers.

Member Contributions: 11.5%\*

\*Member contributions increase to 13% effective January 2025.

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## PARS

Employees not eligible for CalPERS will remain enrolled in the Public Agency Retirement Services (PARS) in lieu of Social Security. The employee and the City contribute 3.75% of salary towards the employee's retirement plan.

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## Flex Leave

Unit members accrue .06 hours for every hour worked; maximum accrual is 100 hours.

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## Cafeteria Plan

Eligibility and benefit is based on the average number of hours worked, date of most recent enrollment into the PTEANB and health coverage requirements set forth by the Federal Affordable Care Act.

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## Bilingual Pay

\$0.75 for every hour worked for conversational level Spanish.

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## Night Shift Differential

Police Department employees receive \$1.50 for every hour scheduled and worked between 6 PM and 6 AM. Library staff members receive \$1.00 for every hour scheduled and worked after 5:00 PM and for all shifts worked on Sundays. This pay is not offered when working overtime beyond a normal work schedule.

# **BENEFITS SUMMARY**

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### **Matron Pay**

Female Police Department staff assigned matron duties receive one (1) hour straight time pay for each shift matron duties are performed. Must work a minimum eight-hour shift to be eligible.

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### **Bereavement Leave**

Eligible part-time employees are entitled to five days of unpaid leave upon the death of a covered family member in compliance with state law. Employees may use their personal leave to cover the time.

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### **Jury Duty**

If required to attend jury duty on a regularly scheduled day, employees will be compensated for the hours they were scheduled to work.

**This summary is intended for informational purposes only and is not binding. For a complete explanation of all benefits and compensation, benefit eligibility, and restrictions, refer to the current Memorandum of Understanding (MOU) and the Employee Policy Manual.**