



**AFSCME/IUOE/IAFF(non-uniform) EMPLOYEES
AND
APT/CONFIDENTIAL EMPLOYEES
WORKING WITHIN THE INNER-LOOP**

PARKING/TRANSIT REIMBURSEMENT ACCOUNT - 2025

You have the opportunity to **SAVE** tax dollars by paying for parking fees on a pre-tax basis effective 1/1/25 by enrolling in a **PARKING/TRANSIT REIMBURSEMENT ACCOUNT (PTRA), ALSO REFERRED TO AS A QUALIFIED TRANSPORTATION BENEFIT (QTB).**

Employees designate an amount that they will spend on parking or transit fees **between 1/1/25 and 12/31/25**. The total yearly amount is divided into either 24 equal payroll deductions (*2 per month for employees paid biweekly*) or 48 equal payroll deductions (*4 per month for employees paid weekly*). Deductions are deposited into a Parking/Transit Reimbursement Account administered by Lifetime Benefit Solutions. The amount deducted is not subject to **Federal, State, or Social Security tax**. Money is reimbursed on a weekly basis by submitting claims directly to Lifetime Benefit Solutions.



REMINDER:

IF YOU DO NOT USE ALL THE MONEY IN YOUR PTRA BY YEAR END (12/31) AND IF YOU ENROLL IN THE NEXT PLAN YEAR, THE UNUSED BALANCE WILL BE CARRIED INTO THE NEXT PLAN YEAR. You will not receive a refund of any money that exceeds your actual expenses for parking or transit fees. You will have 90 days from the end of the plan year or termination of employment, whichever comes first, to make claims for services. If you cease to participate in the plan at any time, or your employment with the City of Rochester ends, any unused balance amounts must be **FORFEITED** if claims are not received within 90 days from your last day of work.



**You may contact Lifetime Benefit Solutions at: 1-800-327-7130
Or view your account online at: LifetimeBenefitSolutions.com
for account balances and claim status inquiries.**

If you have questions regarding enrollment, please call the **Employee Benefits Office** at (585) 428-7257.

To enroll in this Benefit sign in to Workday to find the Open Enrollment notice in your Inbox.

OPEN ENROLLMENT DEADLINE: 11/22/2024

