

Benefits Philosophy and Overview

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1.0 POLICY

As an integral part of a competitive total compensation program, the Town of Carolina Beach offers its full and part-time employees and retirees a comprehensive program of benefits. Other (not benefit-eligible) employees receive a program of mandated benefits only.

2.0 PURPOSE

The purpose of the Town's compensation program is to recruit, retain, motivate and reward employees to fulfill the mission of the Town in providing service to its citizens. In addition to a competitive salary, a competitive benefits program is an integral part of a successful total compensation program. Some benefits offered by the Town are mandated by law but most are voluntary. The Town's benefit program objective is to contribute to the health and well-being of employees as well as to provide for their financial security into retirement. Benefit program content, design and cost sharing may change over time in response to market conditions and to meet the changing needs of employees and their dependents.

3.0 SCOPE

This policy applies to all Town of Carolina Beach employees and retirees.

4.0 DEFINITIONS

- 4.1 **Benefit-Eligible** - Full time and part-time employees who are eligible for coverage and participation in the Town's benefit programs in addition to legally mandated coverage. See **Policy on Position Types**.
- 4.2 **Other (not Benefit-Eligible) Employee** - An employee assigned to a position designated roster, seasonal temporary, or special project. See **Policy on Position Types**.
- 4.3 **Mandated Benefit Programs** - Benefit program offerings that are required by law, including FICA (Social Security/Medicare Coverage), Unemployment Insurance, and Workers' Compensation Insurance.
- 4.4 **Voluntary Benefit Programs** - Benefit program offerings that are offered by the Town on a voluntary basis such as, but not limited to, health, dental and life insurance, and leave programs.

5.0 ORGANIZATIONAL RULES

- 5.1 Nothing stated in this policy guarantees an employee any vested benefits rights.
- 5.2 The Town of Carolina Beach complies with the laws and regulations, both Federal and State, which apply to North Carolina local government benefits programs. See **Policy on Benefits - Regulatory Issues**.
- 5.3 Benefit-eligible employees will be provided a benefits program consisting of both mandatory and voluntary benefits. See **Policy on Benefits - Active Employees**.
- 5.4 Other (not benefit eligible) employees will be covered by mandatory benefits only.

- 5.5 Retirees will be provided a benefit package unique to them. Eligibility, costs, and duration of coverage will vary by benefit, retiree type, and length of service. See **Policy on Benefits - Retired Employees.**
- 5.6 Specific voluntary benefit programs will vary over time as to the type of benefit, level of coverage, eligibility, and cost sharing. Such programs are subject to change at any time at the sole discretion of the Town.

6.0 PROCEDURES

The Human Resources Department will publish benefit information on an annual basis, or as needed. The Town reserves the right to make changes in any of these benefit programs at any time. Benefits are subject to approval of Town Council by acceptance of the annual budget each year.

7.0 APPENDIX, APPENDICES

None