



City of Shelby Benefits Summary

BENEFIT	BENEFIT ELIGIBILITY	WHO PAYS	WHEN EFFECTIVE	WHAT YOU RECEIVE												
Holidays	Full-time employees. 11 paid holidays per year (8 hrs. per holiday): New Year's Day Martin Luther King Jr. Day Good Friday Memorial Day Independence Day Labor Day Veteran's Day Thanksgiving (Thurs/Friday) Christmas (2 days) (3 days if Christmas falls on Tues, Wed, or Thurs)	City of Shelby	Upon Employment	Paid time for holiday.												
Vacation Time	Full time employees. <table border="0" style="width: 100%;"> <tr> <td style="text-align: left;"><u>YEARS</u></td> <td style="text-align: left;"><u>ACCRUAL</u></td> </tr> <tr> <td>0-2 year</td> <td>6.667 hours</td> </tr> <tr> <td>3-8 years</td> <td>8.000 hours</td> </tr> <tr> <td>9-14 years</td> <td>10.00 hours</td> </tr> <tr> <td>15-19 years</td> <td>12.00 hours</td> </tr> <tr> <td>20& over years</td> <td>13.334 hours</td> </tr> </table> <i>*Vacation accumulated over 288 hours (36 days) will be converted into sick hours.</i>	<u>YEARS</u>	<u>ACCRUAL</u>	0-2 year	6.667 hours	3-8 years	8.000 hours	9-14 years	10.00 hours	15-19 years	12.00 hours	20& over years	13.334 hours	City of Shelby	Begin accruing upon employment. May use after successful completion of 6 months probationary period.	Paid time off for earned vacation. Hours are accrued monthly, based upon years of service.
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3-8 years	8.000 hours															
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20& over years	13.334 hours															
Sick Time	Full time employees. 12 days per year (8 hours per month; no limit on accumulation)	City of Shelby	May use after successful completion of 6 months probationary	Paid time off for earned sick time. 8 hours are accrued each month.												

			period													
Compensatory Time	Full time employees who have elected to receive compensatory time for any overtime work in lieu of overtime pay.	City of Shelby	When employee has worked the overtime and has compensatory time available to use.	Paid time off for compensatory time in lieu of overtime.												
Longevity Pay	<p>Full time employees with over 5 years of full time employment with a hire date between June 30, 1978 and June 30, 2009.</p> <table border="1"> <thead> <tr> <th><u>YEARS</u></th> <th><u>AMOUNT</u></th> </tr> </thead> <tbody> <tr> <td>5 years</td> <td>\$200.00</td> </tr> <tr> <td>10 years</td> <td>\$300.00</td> </tr> <tr> <td>15 years</td> <td>\$400.00</td> </tr> <tr> <td>20 years</td> <td>\$500.00</td> </tr> <tr> <td>25 & over</td> <td>\$600.00</td> </tr> </tbody> </table> <p><i>*Each 5 year increment must be met by December 1st of that calendar year.</i></p>	<u>YEARS</u>	<u>AMOUNT</u>	5 years	\$200.00	10 years	\$300.00	15 years	\$400.00	20 years	\$500.00	25 & over	\$600.00	City of Shelby	Upon completion of 5 full time years of service if complete by December 1 st of that calendar year.	Longevity check.
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Retirement (NCLG)	<p>The City of Shelby pays approximately 6.97% for general employees and approximately 7.05% for police officers.</p> <p>6% of all full-time employees salary is deducted beginning with the first paycheck</p>	City of Shelby and employee	Beginning with the first paycheck.	The City of Shelby contributes and full-time employees.												
401K Prudential	The City of Shelby contributes 5% of all full-time employees'	City of Shelby Employee may contribute	Beginning with the first paycheck.	City of Shelby contributes to employee's 401K												

Retirement	salary.	additional monies.		retirement plan. Employee may also contribute.
Direct Deposit	All employees must participate.	City of Shelby	Beginning with the first paycheck.	Pay checks are automatically credited to your bank of your choice.
E.A.P- Employee Assistance Program	All employees and family members. Confidential consultation with EAP counselors. Six (6) free sessions per year.	City of Shelby	Upon employment.	Employees & their family members who reside in the household receive 6 free sessions with an EAP counselor per year.
YMCA Discount	Full time employees. Employee will receive a joining fee discount and a monthly discount. The monthly discount will be deducted bi-weekly from employee's paycheck.	Employee	Upon Employment	Discounted YMCA membership.
City of Shelby Parks & Rec. Employee Discount	Employees are given a Parks & Rec Discount card to receive Golf Discounts, Swimming Discounts, and Land & Water Aerobics Classes. This discount is available for any dependents and spouse an employee may have.	City of Shelby	Upon Employment	Discounts to the Parks and Recreation facilities.
Credit Union (State Employees' Credit Union- Local Gov't Member)	All employees may open a share (savings) account with \$25.	Employee	Upon Employment	Membership to the State Employees' Credit Union.

Safety Shoes	Full time employees who are required to wear safety shoes.	City of Shelby	Upon Employment	\$150 towards the purchase of safety shoes each year.
Uniforms	Uniforms are provided for all Employees who are required to wear them at work.	City of Shelby	Upon Employment	Uniforms provided.
Jury Duty	All employees who are called for jury duty or as a court witness for the Federal or State Governments.	City of Shelby	Upon Employment	Your regular pay along with the pay you receive for civil duty served.
Bereavement	Employees are granted time off for the funeral of employee's: <i>Spouse, children, stepchildren, Siblings, parents and grandparents.</i>	City of Shelby Depends on availability of accrued sick time and successful completion of 6months probationary period.	Upon employment	Paid Sick leave for the Bereavement.
FMLA (Family Medical Leave Act)	Employees will be granted up to 12 weeks of leave during any 12 month period. This time may be with pay if employee has sick or vacation time available or it may be taken without pay. This may be used for: The care of a newborn or newly adopted child; care of a child, parent, or spouse with a serious health condition; or the employee's own serious health condition which renders him/her unable to perform the functions of his/her position.	City of Shelby Depends on availability of accrued benefit time.	Must complete one year of service and worked 1,250 hours in past year.	12 weeks away from work (with or without pay) that will hold your current position within the City of Shelby.

<p>Retiree Health Insurance Benefit</p>	<p>Employees that retire with 22 or more years of full-time consecutive service may continue to stay on the City's health insurance plan without charge until age 65.</p>	<p>City of Shelby</p>	<p>Upon Retirement</p>	<p>Free health insurance for the retiring employee until the age of 65.</p>															
<p>Health Insurance PPO plan</p>	<p>All full-time employees are eligible for health insurance.</p> <p>The PPO Plan is a plan that offers co-payments for doctor visits and a prescription drug card.</p> <p style="text-align: center;"><i>Monthly rates</i></p> <table border="1" data-bbox="326 890 667 1205"> <thead> <tr> <th>PPO</th> <th>Base</th> <th>Discount</th> </tr> </thead> <tbody> <tr> <td>EE Only</td> <td>\$70.65</td> <td>\$40.65</td> </tr> <tr> <td>EE & Spouse</td> <td>\$517.99</td> <td>\$487.99</td> </tr> <tr> <td>EE & Children</td> <td>\$361.29</td> <td>\$331.29</td> </tr> <tr> <td>EE & Family</td> <td>\$753.67</td> <td>\$723.67</td> </tr> </tbody> </table>	PPO	Base	Discount	EE Only	\$70.65	\$40.65	EE & Spouse	\$517.99	\$487.99	EE & Children	\$361.29	\$331.29	EE & Family	\$753.67	\$723.67	<p>City of Shelby and Employee</p>	<p>The 1st of the month following 30 day of employment.</p> <p>Example:</p> <p>Employee is hired on December 8th. The insurance will be available on Feb.1st.</p>	<p>Health Insurance for employee and child/spouse/ or family if desired.</p>
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<p>Health Insurance HSA plan</p> <p>BCBSNC is the provider</p>	<p>All full-time employees are eligible for health insurance.</p> <p>The HSA Plan is a plan that offers a discounted rate for doctor's visits and a discounted drug card.</p> <p>The City of Shelby will contribute a set amount of monies to all employees who choose to have the HSA Plan.</p> <p>Monthly Rates</p> <table border="1" data-bbox="326 814 667 1142"> <thead> <tr> <th>PPO</th> <th>Base</th> <th>Discounted</th> </tr> </thead> <tbody> <tr> <td>EE Only</td> <td>\$30.00</td> <td>\$0</td> </tr> <tr> <td>EE & Spouse</td> <td>\$356.03</td> <td>\$326.03</td> </tr> <tr> <td>EE & Children</td> <td>\$150.83</td> <td>\$120.83</td> </tr> <tr> <td>EE & Family</td> <td>\$538.52</td> <td>\$508.52</td> </tr> </tbody> </table>	PPO	Base	Discounted	EE Only	\$30.00	\$0	EE & Spouse	\$356.03	\$326.03	EE & Children	\$150.83	\$120.83	EE & Family	\$538.52	\$508.52	<p>City of Shelby covers the cost of the employee</p> <p>Employee pays for child/spouse or family coverage cost.</p>	<p>The 1st of the month following 30 day of employment.</p> <p>Example: Employee is hired on December 8th. The insurance will be available on Feb.1st.</p>	<p>Health Insurance for employee and child/spouse/ or family if desired.</p>
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<p>Dental Insurance</p> <p>Ameritas Group</p>	<p>All full-time employees.</p> <p>This is offered free of charge for employee only coverage. An employee may elect dependent, spouse, or family coverage to be paid at the expense of the employee.</p> <p>Monthly Rates</p> <p>Employee only \$0.00 Emp./Spouse \$33.02 Emp./Children \$39.34 Family \$70.08</p>	<p>City of Shelby will pay for employee only coverage.</p> <p>Employee will pay any dependent or spouse coverage.</p>	<p>1st of the month following 30 days of employment.</p>	<p>Dental Insurance for employee and child/spouse/ or family if desired.</p>															

<p>Flexible Spending Account</p>	<p>Full-time employees are eligible.</p> <p>Available for Health Care or Dependent Care.</p>	<p>Employee.</p>	<p>1st of the month following 30 days of employment.</p>	<p>Allows employees to use pre-tax dollars to help pay for qualified health care expenses and/or certain dependent expenses.</p>
<p>Disability Standard</p>	<p>Full-time employees are eligible.</p> <p>Cost depends on the amount of monthly payment not to exceed 2/3 of employees monthly gross income employee chooses.</p>	<p>Employee</p>	<p>Upon Employment</p>	<p>Disability</p>
<p>Life-Basic Employee Life Insurance</p> <p>Optional Life Insurance for Employee, Spouse, and Dependents</p>	<p>Full-time employees.</p> <p><i>Monthly Rates</i> Employees only \$0.00 Dependent \$.50/month.</p> <p>Optional Life Insurance Employees have the option of purchasing additional life insurance up to \$100,000 in \$10K increments. Employees have the option of purchasing \$10,000 life insurance on their spouse and dependents.</p>	<p>City of Shelby</p> <p>Employee pays any additional life insurance or dependent or spouse coverage.</p>	<p>Upon Employment</p>	<p>Employee receives coverage for \$5,000 (natural causes) & \$10,000 (accidental).</p> <p>Dependent and Spouse coverage is \$10,000 for all eligible dependents and spouse.</p>



City of Shelby Benefits Summary

Shelby Police Department

BENEFIT	BENEFIT ELIGIBILITY	WHO PAYS	WHEN EFFECTIVE	WHAT YOU RECEIVE												
Holidays	Full-time employees. 11 paid holidays per year (8.554 hrs. per holiday): New Year's Day Martin Luther King Jr. Day Good Friday Memorial Day Independence Day Labor Day Veteran's Day Thanksgiving (Thurs/Friday) Christmas (2 days) <i>(3 days if Christmas falls on Tues, Wed, or Thurs)</i>	City of Shelby	Upon Employment	Paid time for holiday.												
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City of Shelby Benefits Summary

Shelby Fire Department

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<p style="text-align: center;">Sick Time</p>	<p>Full time employees 10.6 hours per month: no limit on accumulation</p>	<p>City of Shelby</p>	<p>Upon successful completion of 6 months probationary period.</p>	<p>Paid time off for earned sick time. 10.6 hours are accrued each month.</p>												

<p>Compensatory Time</p>	<p>Full time employees who have elected to receive compensatory time for any overtime work in lieu of overtime pay.</p>	<p>City of Shelby</p>	<p>When employee has worked the overtime and has compensatory time available to use.</p>	<p>Paid time off for compensatory time in lieu of overtime.</p>												
<p>Longevity Pay</p>	<p>Full time employees with over 5 years of full time employment with a hire date between June 30, 1978 and June 30, 2009.</p> <table border="1" data-bbox="321 856 618 1045"> <thead> <tr> <th><u>YEARS</u></th> <th><u>AMOUNT</u></th> </tr> </thead> <tbody> <tr> <td>5 years</td> <td>\$200.00</td> </tr> <tr> <td>10 years</td> <td>\$300.00</td> </tr> <tr> <td>15 years</td> <td>\$400.00</td> </tr> <tr> <td>20 years</td> <td>\$500.00</td> </tr> <tr> <td>25 & over</td> <td>\$600.00</td> </tr> </tbody> </table> <p><i>*Each 5 year increment must be met by December 1st of that calendar year.</i></p>	<u>YEARS</u>	<u>AMOUNT</u>	5 years	\$200.00	10 years	\$300.00	15 years	\$400.00	20 years	\$500.00	25 & over	\$600.00	<p>City of Shelby</p>	<p>Upon completion of 5 full time years of service if complete by December 1st of that calendar year.</p>	<p>Longevity check.</p>
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<p>Retirement (NCLG)</p>	<p>The City of Shelby pays approximately 6.97% for general employees and approximately 7.05% for police officers.</p> <p>6% of all full-time employees salary is deducted beginning with the first paycheck</p>	<p>City of Shelby and employee</p>	<p>Beginning with the first paycheck.</p>	<p>The City of Shelby contributes and full-time employees.</p>												
<p>401K Prudential Retirement</p>	<p>The City of Shelby contributes 5% of all full-time employees' salary.</p>	<p>City of Shelby Employee may contribute additional monies.</p>	<p>Beginning with the first paycheck.</p>	<p>City of Shelby contributes to employee's 401K retirement plan.</p> <p>Employee may also contribute.</p>												

Direct Deposit	All employees must participate.	City of Shelby	Beginning with the first paycheck.	Pay checks are automatically credited to your bank of your choice.
E.A.P- Employee Assistance Program	All employees and family members. Confidential consultation with EAP counselors. Six (6) free sessions per year.	City of Shelby	Upon employment.	Employees & their family members who reside in the household receive 6 free sessions with an EAP counselor per year.
YMCA Discount	Full time employees. Employee will receive a joining fee discount and a monthly discount. The monthly discount will be deducted bi-weekly from employee's paycheck.	Employee	Upon Employment	Discounted YMCA membership.
City of Shelby Parks & Rec. Employee Discount	Employees are given a Parks & Rec Discount card to receive Golf Discounts, Swimming Discounts, and Land & Water Aerobics Classes. This discount is available for any dependents and spouse an employee may have.	City of Shelby	Upon Employment	Discounts to the Parks and Recreation facilities.
Credit Union (State Employees' Credit Union- Local Gov't Member)	All employees may open a share (savings) account with \$25.	Employee	Upon Employment	Membership to the State Employees' Credit Union.
Safety Shoes	Full time employees who are required to wear safety shoes.	City of Shelby	Upon Employment	\$150 towards the purchase of safety shoes each year.

<p>Uniforms</p>	<p>Uniforms are provided for all Employees who are required to wear them at work.</p>	<p>City of Shelby</p>	<p>Upon Employment</p>	<p>Uniforms provided.</p>
<p>Jury Duty</p>	<p>All employees who are called for jury duty or as a court witness for the Federal or State Governments.</p>	<p>City of Shelby</p>	<p>Upon Employment</p>	<p>Your regular pay along with the pay you receive for civil duty served.</p>
<p>Bereavement</p>	<p>Employees are granted time off for the funeral of employee's: <i>Spouse, children, stepchildren, Siblings, parents and grandparents.</i></p>	<p>City of Shelby Depends on availability of accrued sick time and successful completion of 6 months probationary period.</p>	<p>Upon employment</p>	<p>Paid Sick leave for the Bereavement upon successful completion of probationary period.</p>
<p>FMLA (Family Medical Leave Act)</p>	<p>Employees will be granted up to 12 weeks of leave during any 12 month period. This time may be with pay if employee has sick or vacation time available or it may be taken without pay. This may be used for: The care of a newborn or newly adopted child; care of a child, parent, or spouse with a serious health condition; or the employee's own serious health condition which renders him/her unable to perform the functions of his/her position.</p>	<p>City of Shelby Depends on availability of accrued benefit time.</p>	<p>Must complete one year of service and worked 1,250 hours in past year.</p>	<p>12 weeks away from work (with or without pay) that will hold your current position within the City of Shelby.</p>

Retiree Health Insurance Benefit	Employees that retire with 22 or more years of full-time consecutive service may continue to stay on the City's health insurance plan without charge until age 65.	City of Shelby	Upon Retirement	Free health insurance for the retiring employee until the age of 65.															
Health Insurance PPO plan	<p>All full-time employees are eligible for health insurance.</p> <p>The PPO Plan is a plan that offers co-payments for doctor visits and a prescription drug card.</p> <p style="text-align: center;">Monthly rates</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">PPO</th> <th style="width: 25%;">Base</th> <th style="width: 25%;">Discount</th> </tr> </thead> <tbody> <tr> <td>EE Only</td> <td>\$70.65</td> <td>\$40.65</td> </tr> <tr> <td>EE & Spouse</td> <td>\$517.99</td> <td>\$487.99</td> </tr> <tr> <td>EE & Children</td> <td>\$361.29</td> <td>\$331.29</td> </tr> <tr> <td>EE & Family</td> <td>\$753.67</td> <td>\$723.67</td> </tr> </tbody> </table>	PPO	Base	Discount	EE Only	\$70.65	\$40.65	EE & Spouse	\$517.99	\$487.99	EE & Children	\$361.29	\$331.29	EE & Family	\$753.67	\$723.67	City of Shelby and Employee	<p>The 1st of the month following 30 day of employment.</p> <p>Example:</p> <p>Employee is hired on December 8th. The insurance will be available on Feb. 1st.</p>	Health Insurance for employee and child/spouse/ or family if desired.
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<p>Health Insurance HSA plan</p> <p>BCBSNC is the provider</p>	<p>All full-time employees are eligible for health insurance.</p> <p>The HSA Plan is a plan that offers a discounted rate for doctor's visits and a discounted drug card.</p> <p>The City of Shelby will contribute a set amount of monies to all employees who choose to have the HSA Plan.</p> <p>Monthly Rates</p> <table border="1" data-bbox="326 814 667 1142"> <thead> <tr> <th>PPO</th> <th>Base</th> <th>Discounted</th> </tr> </thead> <tbody> <tr> <td>EE Only</td> <td>\$30.00</td> <td>\$0</td> </tr> <tr> <td>EE & Spouse</td> <td>\$356.03</td> <td>\$326.03</td> </tr> <tr> <td>EE & Children</td> <td>\$150.83</td> <td>\$120.83</td> </tr> <tr> <td>EE & Family</td> <td>\$538.52</td> <td>\$508.52</td> </tr> </tbody> </table>	PPO	Base	Discounted	EE Only	\$30.00	\$0	EE & Spouse	\$356.03	\$326.03	EE & Children	\$150.83	\$120.83	EE & Family	\$538.52	\$508.52	<p>City of Shelby covers the cost of the employee</p> <p>Employee pays for child/spouse or family coverage cost.</p>	<p>The 1st of the month following 30 day of employment.</p> <p>Example: Employee is hired on December 8th. The insurance will be available on Feb.1st.</p>	<p>Health Insurance for employee and child/spouse/ or family if desired.</p>
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<p>Dental Insurance</p> <p>Ameritas Group</p>	<p>All full-time employees.</p> <p>This is offered free of charge for employee only coverage. An employee may elect dependent, spouse, or family coverage to be paid at the expense of the employee.</p> <p>Monthly Rates</p> <p>Employee only \$0.00 Emp./Spouse \$33.02 Emp./Children \$39.34 Family \$70.08</p>	<p>City of Shelby will pay for employee only coverage.</p> <p>Employee will pay any dependent or spouse coverage.</p>	<p>1st of the month following 30 days of employment.</p>	<p>Dental Insurance for employee and child/spouse/ or family if desired.</p>															

<p>Flexible Spending Account</p>	<p>Full-time employees are eligible.</p> <p>Available for Health Care or Dependent Care.</p>	<p>Employee.</p>	<p>1st of the month following 30 days of employment.</p>	<p>Allows employees to use pre-tax dollars to help pay for qualified health care expenses and/or certain dependent expenses.</p>
<p>Disability Standard</p>	<p>Full-time employees are eligible.</p> <p>Cost depends on the amount of monthly payment not to exceed 2/3 of employees monthly gross income employee chooses.</p>	<p>Employee</p>	<p>Upon Employment</p>	<p>Disability</p>
<p>Life-Basic Employee Life Insurance</p> <p>Optional Life Insurance for Employee, Spouse, and Dependents</p>	<p>Full-time employees.</p> <p><i>Monthly Rates</i> Employees only \$0.00 Dependent \$.50/month</p> <p>Optional Life Insurance Employees have the option of purchasing additional life insurance up to \$100,000 in \$10K increments. Employees have the option of purchasing \$10,000 life insurance on their spouse and dependents.</p>	<p>City of Shelby</p> <p>Employee pays any additional life insurance or dependent or spouse coverage.</p>	<p>Upon Employment</p>	<p>Employee receives coverage for \$5,000 (natural causes) & \$10,000 (accidental).</p> <p>Dependent and Spouse coverage is \$10,000 for all eligible dependents and spouse.</p>