



Legislation Text

File #: 24-121, Version: 1

An Ordinance Amending Chapter 4 of the Carrboro Town Code Related to Service Level Benefits

**PURPOSE:** The purpose of this agenda item is to request that the Town Council amend the personnel policy to reflect a proposed benefit change for Town employees.

**DEPARTMENT:** Human Resources

**CONTACT INFORMATION:** Julie Eckenrode, Human Resources Director [jeckenrode@carrboronc.gov](mailto:jeckenrode@carrboronc.gov)  
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**COUNCIL DIRECTION:**

Race/Equity  Climate  Comprehensive Plan  Other

The proposed amendment addresses the Town’s Service Level Benefit to provide the benefit more equitably for permanent employees of the Town. Additionally, this item addresses Chapter 10 of the comprehensive plan, specifically goal 2 under the Human Resources section.

**INFORMATION:**

After the implementation of the compensation and classification study completed in 2022, the Human Resources Department conducted a comprehensive benefits review consisting of three main components: 1) benchmarking the Town’s current benefits against eleven (11) peer and competitor organizations 2) employee listening sessions 3) employee focus groups. Last fiscal year, six benefit changes were proposed to and adopted by Council.

This agenda item proposes an update to the Service Level Benefit (longevity benefit) for permanent employees. A recent benchmark analysis conducted in spring 2024 revealed that Carrboro's current benefit falls short of those offered by our peers and competitors. This update aims to address that disparity and to improve our standing in the competitive employment landscape.

**Section 4-17 Service Level Benefits**

A Service Level Benefit recognizes employees for their dedication to this organization and fosters retention. Proposed changes will extend the benefit to employees within their first year and ensure its competitiveness against similar programs offered by our peers. This benefit is paid in a lump sum to each qualifying employee.

The following are the annual amounts that have been paid since 2007:

Years of Service	Amount
5-9	\$248
10-14	\$456
15-19	\$658
20+	\$868

The following annual amounts are proposed for FY2024-25:

Years of Service	Amount
0-4	\$250
5-9	\$500
10-14	\$750
15-19	\$1000
20-24	\$1250
25+	\$1500

Per the policy, these amounts will be increased by the cost-of-living portion of any annual pay increase approved by Town Council in future years.

**FISCAL IMPACT:** Fiscal impact based on staffing levels as of May 1, 2024 is estimated to be \$51,457.00.

**RECOMMENDATION:** The Town Manager recommends that the Town Council approve the proposed ordinance amendments (Attachment B).