

City Council – Action Request Form

Date: June 20, 2023

To: Mayor, Mayor Pro Tempore, and Members of the City Council

From: Johnnie Taylor, Assistant City Manager
Dr. Marquis H. Barnett, Human Resources Director

Council Action Requested:

Resolution Amending Article II of the City of Winston-Salem Personnel Resolution Adjusting Positions, Classifications, Pay Grades, and Pay Plans and Authorizing Merit Pay Adjustments and One-Time Supplemental Pay for Employees.

Strategic Focus Area: Service Excellence

Strategic Objective: N/A

Strategic Plan Action Item: No

Key Work Item: No



Summary of Information:

The FY 2023-24 Personnel Resolution includes the following amendments:

- Addition of 15 job classifications
- Removal of eight (8) job classifications
- Revision of seven (7) job classifications

This Resolution reflects a 3 percent increase to classifications on the General Pay Plan and Flat Rate Pay Plan with an effective date of January 2, 2024. With this Resolution, the minimum compensation for sworn Police officers shall raise to \$52,500.00 with cascading changes to all other classifications on the Police Pay Plan which reflects an overall 27 percent adjustment. The minimum compensation for certified Firefighters will raise to \$42,469.50 with cascading changes to all other classifications on the Fire Pay Plan which reflects an overall adjustment of approximately seven (7) percent.

Committee Action:

Committee _____ **Action** _____

For _____ **Against** _____

Remarks:

Changes to the Police and Fire Pay Plan under this Resolution will be effective the beginning of the first pay period after July 1, 2023. Under this Resolution, certified Fire and sworn Police personnel shall have their base compensation adjusted to equal the new minimum of their classification or four (4) percent, whichever is greater. Employees whose compensation is already over the new minimum for their classification will receive an increase equal to four percent of their base salary. Any adjustment under this Resolution will occur before Career Ladder adjustments.

This Resolution also authorizes employee merit increases of 4.5%, 5.5%, and 6.5% for employees rated Meets Expectations, Exceeds Expectations, and Outstanding, respectively, effective the beginning of the first pay period following October 1, 2023. This Resolution further establishes a one-time supplemental payment to City employees on staff on or before December 31, 2022 who are still employed with the City effective the beginning of the first pay period following July 1, 2023 on the following schedule:

- \$2,000 for all Full-Time, Part-Time and Temporary (non-seasonal) employees with a base salary of less than \$100,000.
- \$1,000 for all Full-Time, Part-Time and Temporary (non-seasonal) employees with a base salary of \$100,000 or greater.

Addition of Classification Titles to the Revised General Pay Plan

The proposed amendment would add 10 new classifications to the General Pay Plan to assist in meeting the operational needs of City departments. These new classifications reflect reorganizations, new initiatives, and alignment of job titles with actual duties. The new classifications are as follows:

Positions Added to Pay Plan Effective 7/1/2023	
Behavioral Evaluation & Response (BEAR) Team Crisis Counselor	Behavioral Evaluation & Response (BEAR) Team Director
Community Engagement Manager	Fleet Services Director
Fleet Services Supervisor	Housing Development Director
Neighborhood Services Director	Neighborhood Services Manager
Police Staffing Specialist	Senior Utilities Electrical Specialist

Removal of Classification Titles from the Revised General Pay Plan

The amendment would delete the following four (4) classifications:

Classifications Removed from Pay Plan effective 7/1/2023	
Assistant Community Development Director	Community & Business Development Director
Deputy Community & Business Development Director	Deputy Director of Transportation