

City Council – Action Request Form

Date: February 15, 2022

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

From: Dr. Marquis H. Barnett, Human Resources Director
Angela I. Carmon, City Attorney

Council Action Requested:
Resolution Amending Article II of the City of Winston-Salem Personnel Resolution to Add a Certain Position Classification and Adjust Certain Pay Grades for Select Positions

Strategic Focus Area: Economic Vitality and Diversity
Strategic Objective: No
Strategic Plan Action Item: No
Key Work Item: No



Summary of Information:
 The Human Resources Department recently conducted a salary survey and comparison for the legal positions (attorneys) within the City’s legal department by examining similar positions in Greensboro, Raleigh, and Durham. Based upon said survey and comparison, the Human Resources Department has determined that there is a significant difference between the salaries for the legal positions in the City’s legal department and the legal departments of the cities surveyed. The Human Resources Department also determined that the pay classifications within the legal departments of the cities surveyed provided more flexibility and a greater opportunity for growth within the organization. The City’s legal department is experiencing retention and hiring challenges due to the significant discrepancy in salaries and lack of growth within said office. Based upon salary information from the NCLM, the salary for the position of legal assistant/support staff is behind that of other communities as well.

The attached resolution, which is recommended for your approval, attempts to address all of the above issues by increasing the pay grade for the current legal positions, including the legal assistant, and creating the position of senior assistant city attorney to recognize and allow for growth and development within the legal department. The increased cost for the regrades and new position will be covered by city wide salary savings.

Committee Action:

Committee	CDHGG 2/15/22	Action	Approval
For	Unanimous	Against	

Remarks: