

Resolution #22-0107
Personnel Resolution
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**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**

WHEREAS, the Human Resources Department periodically reviews job classifications, with the primary focus on evaluation to ensure positions are appropriately classified and compensated; and

WHEREAS, 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; and

WHEREAS, the Human Resources Department has determined, based upon said survey and comparison, 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; and

WHEREAS, the Human Resources Department also determined that the pay classifications within legal departments of the cities surveyed provided more flexibility and a greater opportunity for growth within the organization; and

WHEREAS, the legal department is experiencing retention and hiring challenges due to the significant discrepancy in salaries and lack of growth within said office; and

WHEREAS, as part of the City's efforts to retain experienced attorneys and to be competitive, City management recommends increasing the salary range for the legal positions listed below and creating a senior assistant city attorney position; and

WHEREAS, based upon salary information from the North Carolina League of Municipalities, the salary for the legal assistant (support staff) position is behind that same position in similarly sized communities as well.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem that the following amendments to the Personnel Resolution are approved:

Section 1. Article II. Compensation, Section 30 (a)(11). General policy—Pay is hereby amended to add a new classification of senior assistant city attorney and to adjust the pay grades for the legal assistant and attorney positions in the Revised General Pay Plan. Except as otherwise noted below, the paygrades remain the same. The alphabetical listing of classifications assigned to the pay plan remain the same and are not changed by the select listing below.

(11) Pay grades and alphabetical listing of classifications assigned to pay plan.

Effective as of February 21, 2022

| TITLE | PAY GRADE |
|---------------------------------------|--------------|
| Assistant City Attorney | <u>17-23</u> |
| Assistant City Manager | 26 |
| Deputy City Attorney | <u>19-28</u> |
| Deputy City Manager | 28 |
| Legal Assistant | 8-10 |
| <u>Senior Assistant City Attorney</u> | <u>26</u> |

Section 2. This resolution shall become effective upon adoption.