



# Personnel Resolution Changes

August 4, 2025 City Council Meeting

Presented by: Sharon Wojda, Assistant City Manager

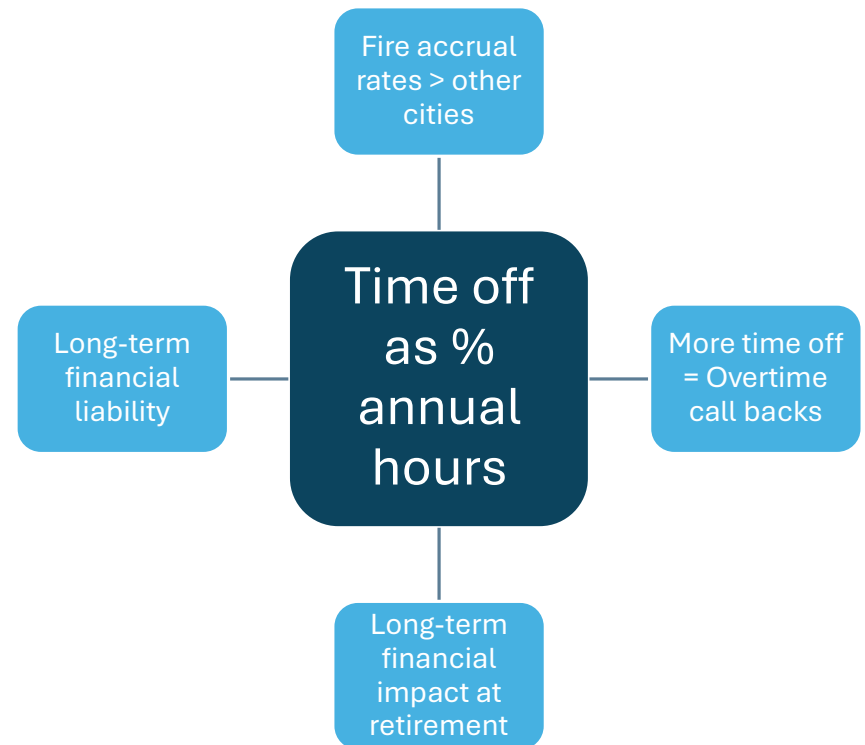


## Summary of Proposed Personnel Resolution Changes

- **Section 44:** Changes to employee sick and vacation accruals are consistent with the changes presented to Council in June 2025 and **will ensure accrual rates for all City employees are relatively consistent based on the % of annual hours worked**
- The proposed resolution is consistent with the version presented on June 16 with **one exception:** language has been added to the resolution to reflect the City's commitment to **complete the classification and compensation study of certified Fire Department positions prior to the effective date of changes to accrual rates.**

## Summary of Changes to Sick and Vacation Accrual Rates

- Adjust sick and vacation accrual rates so all employees earn time off at relatively the same percentage of annual hours worked
- Results in a change to accrual rates for Fire Dept. 56-hour employees from 24 hours per “day” to 12 hours per “day” (*which is higher than the original recommendation of 11.2 hours per “day” and is consistent with rates in place prior to 2015*)



## Summary of Changes to Sick and Vacation Accrual Rates - continued

- Changes effective 1/1/26 which means no changes to existing leave balances
- Certified Fire Dept. employees will be included in compensation study conducted this fiscal year, which will be completed prior to changes to accrual rates
- Benefit levels are considered as part of the overall compensation package







## Next Steps

### September 2025 General Government Committee Meeting

- The City has committed to reviewing classification and compensation of every City position every 3 years.
- Staff will provide an update on this process, including any proposed changes to the Personnel Resolution that are needed related to completion of the studies
  - For example, language is needed to clarify compensation = wages + benefits, and results from studies may or may not yield automatic increases in employee salaries

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