

City Council – Action Request Form

Date: August 4, 2025

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

From: Sharon Wojda, Assistant City Manager

Council Action Requested:

Resolution Amending the City of Winston-Salem Personnel Resolution to ensure accrual rates for all City employees are relatively consistent based on the percentage of annual hours worked (Article III, Section 44).

Strategic Focus Area: Service Excellence

Strategic Objective: N/A

Strategic Plan Action Item: No

Key Work Item: No



Summary of Information:

The proposed resolution reflects the changes to sick and vacation accrual rates presented at the following City Council Committee Meetings:

- April 14, 2025 General Government Committee
- May 12, 2025 General Government Committee
- June 9, 2025 Committee of the Whole

In summary, sick and vacation accrual rates for Fire Department employees assigned to a 56-hour work schedule will be adjusted to 12 hours per “day” from the current accurate rate of 24 hours per “day”. The proposed changes to Section 44 will provide alignment of accrual rates as a percentage of annual hours worked for all City employees.

The proposed accrual changes will be effective 1/1/26 with no changes to existing accrual balances.

Changes to sick and vacation accruals were originally presented for adoption at the June 16 City Council meeting, at which time Council voted to postpone the decision until August 4.

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 completing the classification and compensation study of certified Fire Department positions prior to the effective date of changes to accrual rates.

Committee Action:			
Committee	_____	Action	_____
For	_____	Against	_____
Remarks:			