

Resolution #0220 - Personnel  
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**RESOLUTION AMENDING ARTICLE III OF THE CITY OF WINSTON-SALEM  
PERSONNEL RESOLUTION REGARDING PAID HOLIDAYS FOR CITY OF  
WINSTON-SALEM EMPLOYEES**

**WHEREAS**, the Human Resources Department regularly reviews the benefits offerings to City of Winston-Salem employees; and

**WHEREAS**, the City Council of Winston-Salem has the authority to modify the Personnel Resolution; and

**WHEREAS**, the Human Resources Department periodically reviews the Personnel Resolution, in consultation with City management, to determine if the resolution requires updating; and

**WHEREAS**, the Human Resources Department has identified options to enhance the experience of City of Winston-Salem employees and provide competitive leave of absence benefits.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and City Council of the City of Winston-Salem that the following amendment to the Personnel Resolution is approved:  
Article III.

“Sec. 43. – Legal Holidays

- (a) The following and such other days as the city council may authorize are holidays with pay for all eligible employees of the city: New Year's Day, the third Monday in January for Martin Luther King, Jr.'s birthday, Good Friday, Memorial Day, Juneteenth, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, the day following Thanksgiving Day, Christmas Eve ~~and~~ Christmas Day, the day after Christmas, and one (1) day to be designated by the City Manager.”

- (b) When one (1) of the authorized holidays falls on Saturday, the preceding Friday will be observed as a holiday. When a holiday falls on Sunday, the following Monday will be observed as a holiday. When Christmas Eve is observed on a Friday and Christmas Day is observed on a Monday, the day after Christmas will be observed the following Tuesday. When Christmas Eve is observed on a Monday and Christmas is observed on a Tuesday, the day after Christmas will be observed the following Wednesday.
- (c) Full-time employees will receive pay equivalent to their regular work day, for each authorized holiday (as such). For work on holidays nonexempt and exempt full-time employees may be granted and may receive, in addition to compensation for the actual hours worked, another day off equivalent to their regular work day provided said day is at the approval of the department head. Exempt full-time employees working a holiday may be granted and may receive another day off equivalent to their regular work day provided said day is approved by the department head.
- (d) Employees may accumulate and carry over all holidays ~~a maximum of nine (9) holidays~~ per calendar year.

**BE IT FURTHER RESOLVED**, this resolution shall become effective upon adoption.