

Prime Sponsor(s): Ms. Williams-Johns  
Requested by: Administration/HR  
Date of introduction: October 14, 2025

**RESOLUTION NO. 25-180**

**APPROVING REVISED CLASS SPECIFICATION ASSISTANT COUNTY ATTORNEY  
II PURSUANT TO NEW CASTLE COUNTY CODE SECTION 26.03.105(F)**

1       **WHEREAS**, the *New Castle County Code*, Section 26.03.105 (F), mandates that  
2 any change in a position description for a position in either the classified or unclassified  
3 service at a pay grade of 28 or above shall be submitted to the County Council for its  
4 approval before the change may take effect; and  
5

6       **WHEREAS**, the Human Resources Advisory Board at its meeting on September  
7 4, 2025, recommended the revisions to the class specifications for the position title of  
8 Assistant County Attorney II; and  
9

10       **WHEREAS**, the Chief Human Resources Officer concurs with the  
11 recommendation of the Human Resources Advisory Board.  
12

13       **NOW, THEREFORE, BE IT RESOLVED** by and for the Council of New Castle  
14 County that County Council hereby approves the revised class specification for the  
15 position of Assistant County Attorney II as set forth in "Exhibit A."

Adopted by the County Council of  
New Castle County on:

---

Monique Williams-Johns  
President of County Council  
New Castle County

**SYNOPSIS:** This Resolution updates the class specification for the position of Assistant County Attorney II. A new date will be assigned to the specification to designate when the changes were made in accordance with the *New Castle County Code*. This change was reviewed and recommended by the Human Resources Advisory Board at their meeting on September 4, 2025. The Chief Human Resources Officer concurs with their recommendation.

**FISCAL IMPACT:** There will be no discernable fiscal impact upon the adoption of this Resolution.

Acknowledged by the Chief Financial Officer September 6, 2025.