

The Riverdale Mayor and City Council met on February 11, 2013 at 7:10PM for the purpose of conducting a Business Session. The meeting was held in the Council Chambers at City Hall located at 7200 Church Street, Riverdale, Georgia 30274.

Call to Order and Welcome

With a quorum present, Mayor Evelyn Wynn-Dixon called the meeting to order at 7:10PM.

ROLL CALL:

All members of the governing body were present at the meeting at 7:10PM.

INVOCATION/PLEDGE OF ALLEGIANCE:

Invocation & Pledge was led by Pastor Riley, Lakewin Christian Church.

OFFICER IN ARMS TO READ RULES OF CONDUCT:

Rules of Conduct read by Officer L. Stevenson.

APPROVAL OF AGENDA WITH ANY ADDITIONS/DELETIONS:

The following amendments were made to the agenda:

Addition(s): City Advisory Board Appointments of Yolanda McGhee, Emma Godby and Calvin Parker.

Deletion(s): None.

Tabled: None.

Postponed: None.

Motion: Council Member Wanda Wallace moved to approve the agenda as published. Council Member An'cel Davis moved to second the motion. The measure was approved unanimously by a vote of 4/0.

PRESENTATION(S)

Proclamation Recognizing February as Black History Month

The Mayor acknowledged the importance of Black History Month and advised that for viewing of the proclamation, those interested could visit the Administration Department.

CONSENT AGENDA:

Adoption of the January 28, 2013 Mayor and Council Meeting Minutes.

City Advisory Board Appointments: Yolanda McGhee, Emma Godby and Calvin Parker

Each member of Mayor/Council publically thanked each appointee for their service to the City.

Motion: Council Member Wanda Wallace moved with the approval of the recommendations of Ms. McGhee (Planning Commission), Ms. Godby (Board of Zoning Appeals) and Mr. Parker (Board of Zoning Appeals) to serve on the Board of Zoning and Appeals, as well as approval of the January 28, 2013 Official Meeting Minutes. Council Member An'cel Davis moved to second the motion. The measure was approved unanimously by a vote of 4/0.

PUBLIC COMMENT(S): *No Public Comments*

RESOLUTION(S):

Resolution No. 03-02-2013 Request to Revise the Leave Donation Policy by Ms. Jacquette Jackson, Interim Human Resources Manager

Ms. Jackson advised that the rationale of amending the Leave Donation Enhancement is to strengthen the policy as it relates to the Family Medical Leave Act (FMLA). In accordance with the law, she advised, it was incumbent upon the City to strengthen the wording of the policy to reflect workers' benefits, as opposed to workers' rights. Ms. Jackson gave additional background information on the FMLA law.

Council Member Stamps-Jones asked for clarity regarding employees' eligibility for gaining leave donation from the holiday bank.

Ms. Jackson advised that workers wishing to donate holiday pay will have to have worked through the holiday; they would then be credited with eight hours of leave to be donated to the leave bank. Ms. Jackson further stated that employees wishing to benefit from leave donation will have had to have first exhausted all available leave.

Council Member Stamps-Jones asked if an employee would have to have missed an entire eighty hours pay period in order to receive donated leave.

Ms. Jackson affirmed. She said that staff's objective is to provide streamlined, comprehensive approach regarding the donated leave policy of the organization.

Council Member Stamps-Jones asked for clarity on employee abuse of leave.

Ms. Jackson provided two scenarios which could be described as leave abuse: 1) Employees that take sick leave at the rate in which it is gained; 2) Employees who frequently request leave to coincide with holiday PTO. She advised that departments must monitor the use of leave so that it does not negatively impact workplace efficiency.

Council Member Davis asked if there was a general, industry framework used to develop the policy.

Ms. Jackson advised that the policy is drafted in accordance with the FMLA and the guidelines therein, as well as the Compliance Act, adopted by the State of Georgia.

Council Member Wanda Wallace asked about cases in which employees would be eligible for receiving donated leave.

Ms. Jackson advised that typically cases wherein an employee is in the process of adopting a child, getting married, a serious health condition prevents an employee from executing his/her job, a mitigated medical situation that requires continues medical care. She further advised that the complete definition was outlined in the FMLA guidelines.

Council Member Ruffin advised that the CDC has the same policy in order to boost employee morale.

Ms. Jackson advised that donated leave in done on an anonymous basis.

Motion: Council Member Kenneth Ruffin moved to approve the resolution. Council Member Cynthia Wanda Wallace moved to second the motion. **Resolution No. 03-02-2013** was approved unanimously by a vote of 4/0.

MAYOR AND COUNCIL COMMENT(S):

Council Member Cynthia Stamps-Jones

Council Member Stamps-Jones thanked everyone for attending. She welcomed the new appointees, as well as the honor guard. She wished everyone happy Valentine's Day.

Council Member An'cel Davis

Council Member Davis thanked the audience for attending. He gave public acknowledgement to Public Safety. He also thanked the staff and wished everyone happy Valentine's Day.

Council Member Wanda Wallace

Council Member Wanda Wallace thanked everyone for attending the meeting. She acknowledged the new appointees and thanked them for serving on the Board.

Council Member Kenneth Ruffin

Council Member Ruffin announced that the youth recreational baseball program would be starting in the City within thirty days.

Mayor Evelyn Wynn Dixon

Mayor Dixon thanked everyone for attending the meeting. She expressed concern over the violence plaguing the nation and admonished everyone to increase children involvement in activities in hopes of preventing violence. She said that the recent Mayor/Council retreat was a success. She acknowledged Fire Chief Willis for her hard work, as well as the Cultural Affairs department as it hosted the senior cook off.

ADJOURNMENT:

Motion to adjourn by Council Member Wanda Wallace; second offered by Council Member An'cel Davis, and after a unanimous vote, the meeting adjourned at 7:39PM.

DRAFT