FINANCE AND POLICY COMMITTEE MEETING

MONDAY, MARCH 7, 2022 | 6PM

2nd committee meeting

The Committee will meet in Mauldin City Hall at 5 East Butler Road in the Council Chambers at 6 p.m.

The meeting will be available remotely through Zoom. Please visit the City's website at https://cityofmauldin.org/your-government/meeting-minutes-agendas/ to access the meeting via audio and videoconferencing.

FINANCE AND POLICY COMMITTEE MEETING
MARCH 7, 2022, 6PM
CITY HALL - COUNCIL CHAMBERS
5 E. BUTLER ROAD

Committee Members: Michael Reynolds (Chair), Carol King, Diane Kuzniar

1. **Call to Order** — The Honorable Michael Reynolds
2. **Public Comment** — The Honorable Michael Reynolds
3. **Reading and Approval of Minutes** — The Honorable Michael Reynolds
   a. Finance Committee Meeting: February 7, 2022 [Pages 3-4]
4. **Reports or Communications from City Officers** — The Honorable Michael Reynolds
   a. City Administrator Brandon Madden
      i. Budget Review
      ii. Department Updates
   b. Finance Director Holly Abercrombie
      i. Budget Review
      ii. Department Updates
   c. HR Director Mark Putnam — The Honorable Michael Reynolds
      i. Department Updates
5. **Unfinished Business** — The Honorable Michael Reynolds
   There is no unfinished business.
6. **New Business** — The Honorable Michael Reynolds
   There is no new business.
7. **Public Comment** — The Honorable Michael Reynolds
8. **Committee Concerns** — The Honorable Michael Reynolds
9. **Adjournment**

FINANCE AND POLICY COMMITTEE MEETING
FEBRUARY 7, 2022, 6PM
CITY HALL - COUNCIL CHAMBERS 5 E. BUTLER ROAD
6th committee meeting

Committee Members: Michael Reynolds (Chair), Carol King, Diane Kuzniar
Others present: Finance Director Holly Abercrombie and City Administrator Brandon Madden

1. Call to Order- Chairman Reynolds

2. Public Comment- None

3. Reading and Approval of Minutes
   a. Finance Committee Meeting: January 4, 2022

   Motion: Councilwoman King made a motion to approve the minutes with Councilwoman Kuzniar seconding.

   Vote: The vote was unanimous (3-0).

4. Reports or Communications from City Officers
   a. City Administrator Brandon Madden
   i. Budget Review- The Administration budget looks good. The FY 23 budget process will begin soon.

   b. Finance Director Holly Abercrombie
   i. Budget Review- Mrs. Abercrombie said all budgets are in line with where they should be.

   c. HR Director Mark Putnam
   Mr. Putnam reported to committee that the City is undergoing a PEBA retirement audit. A report will be provided at the next committee meeting.

5. Unfinished Business- There is no unfinished business.

6. New Business
   a. Amendment to Employee Handbook

   In 2020, Council approved a new employee handbook. One of the new policies was specific to the Police Department staff that in effect provided that any employee that receives a day off in-lieu of a holiday (for a holiday that falls on a regularly scheduled day off) must take the day off by the next pay period (14 days).

   Requiring Police Department staff to take days off in-lieu of a holiday within a 14-day period creates scheduling & staffing challenges for the Department's command staff. Staff recommends an amendment that allows for Mauldin Police Department staff to receive holiday pay in the pay period in which the holiday occurs when a holiday falls on a Mauldin Police Department employee's regular day off.

the fact that she is the Chair of Public Safety and didn't know about this item until the packets came out, she would like more time to consider this item and any other options. The change was originally made because there was a problem tracking the holidays. Mr. Putnam said it is difficult to schedule holidays around the Thanksgiving and Christmas time frame because there are so many days in a short period of time.

Councilwoman Kuzniar said because that because the handbook was amended in 2020, the departments were able to experience the changes and challenges of the new policy in 2021. She mentioned Easter would be coming up, so the City may need to make a decision soon.

Mr. Putnam said Easter will be in April this year, so this item could be brought back and discussed again in March, before the next holiday.

This item was held in committee.

7. Public Comment- None

8. Committee Concerns- None

9. Adjournment- Chairman Reynolds adjourned the meeting at 8:34 p.m.

Respectfully Submitted,
Cindy Miller
Municipal Clerk