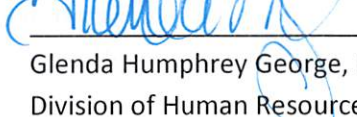




## M E M O R A N D U M

**TO:** Linda Gorton, Mayor  
Sally Hamilton, Chief Administrative Officer  
Council Members

**FROM:**   
Glenda Humphrey George, Director  
Division of Human Resources

**DATE:** September 16, 2024

**SUBJECT:** FLSA change from Exempt to Non-Exempt

**Request:**

Council authorization is requested to abolish and create positions in order to conform to the Fair Labor Standards Act (FLSA) and transfer the incumbents from exempt to non-exempt status, effective beginning the first pay period following council approval.

**Why are you requesting:**

After further review of the job duties for each classification and in accordance with the U.S. Department of Labor's FLSA regulations, the Division of Human Resources has determined that the following classifications and the incumbents will change from exempt to non-exempt status.

Division	Position	Employee Name	Current Grade	New Grade
Social Services	Recreation Supervisor	Stephanie Bowling	514E	514N
Aging & Disability	Recreation Specialist Sr	Martha McFarland	516E	516N
Aging & Disability	Recreation Specialist Sr	Amanda Cobb	516E	516N
Aging & Disability	Recreation Specialist Sr	Wendy Jett	516E	516N
Parks & Recreation	Recreation Supervisor	Tyrone Groves	514E	514N
Parks & Recreation	Recreation Supervisor	Samuel Garcia	514E	514N
Parks & Recreation	Recreation Supervisor	Trudy Rose	514E	514N



Parks & Recreation	Recreation Supervisor	Rodriguez Givens	514E	514N
Parks & Recreation	Recreation Specialist Sr	VACANT	516E	516N
Parks & Recreation	Recreation Specialist Sr	Brent Claiborne	516E	516N
Parks & Recreation	Recreation Specialist Sr	Jill Wilson	516E	516N
Parks & Recreation	Recreation Specialist Sr	Jonathan Boone	516E	516N
Parks & Recreation	Recreation Specialist Sr	Leah Hopkins	516E	516N
Parks & Recreation	Recreation Manager	Zachary Martin	520E	520N
Parks & Recreation	Recreation Manager	Georgia Ockerman	520E	520N
Parks & Recreation	Recreation Manager	Lily Robertson	520E	520N
Parks & Recreation	Recreation Manager	Cornell Burbage	520E	520N
Parks & Recreation	Recreation Manager	Anthony Jackson	520E	520N

**What is the cost in this budget year and future budget year?**

While the base salaries remain the same, there may be a potential fiscal impact due to the fact that these employees will become eligible for overtime pay.

File Number: 0943.24

Director/Commissioner: Glenda Humphrey George/Sally Hamilton

If you have any questions or need additional information, please contact Alana Morton 859-258-3037.

