

**STATE OF GEORGIA
COUNTY OF DEKALB
CITY OF STONECREST**

RESOLUTION NO. _____

**A RESOLUTION BY THE CITY COUNCIL OF STONECREST, GEORGIA TO ADOPT
THE WORKPLACE WELLNESS POLICY; AND FOR OTHER LAWFUL PURPOSES.**

WHEREAS, the duly elected governing body of the City of Stonecrest, Georgia (the “City”) is the Mayor and Stonecrest City Council (“City Council”); and

WHEREAS, Section 1.03(b)(42) of the City Charter grants the City the power to exercise and enjoy all other powers, functions rights, privileges, and immunities necessary or desirable to promote or protect the safety, health, peace, security, good order, comfort, convenience, or general welfare of the city and its inhabitants; and

WHEREAS, the City of Stonecrest has a growing concern for their employees’ health and wellbeing; and

WHEREAS, the City of Stonecrest recognizes the benefits, to both employees and employers, of programs that promote and support workplace health promotion and wellness; and

WHEREAS, The City of Stonecrest’s workplace wellbeing program is designed to provide employees with the tools and resources they need to make positive lifestyle changes that result in better physical and emotional health and wellbeing.

WHEREAS, the City seeks approval of a Workplace Wellness Policy for the betterment of its employees.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF STONECREST, GEORGIA, The City Council of Stonecrest, Georgia shall adopt the Workplace Wellness Policy as set forth in Exhibit A attached hereto and made a part by reference.

BE IT FURTHER RESOLVED: All resolutions and parts of resolutions in conflict with this resolution are hereby waived to the extent of the conflict.

BE IT FURTHER RESOLVED: The City Manager or her designee, in consultation with the City Attorney, is directed to prepare all appropriate documents.

SO RESOLVED, this _____ day of _____, 2025.

[SIGNATURES ON FOLLOWING PAGE]

CITY OF STONECREST, GEORGIA

Jazzmin Cobble, Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

WORKPLACE WELLNESS POLICY

With the rising onset of physical and mental health problems in Georgia, the City of Stonecrest has a growing concern for their employees' health and wellbeing. Therefore, we are dedicated to helping employees reach optimal health and improve their quality of life.

The City of Stonecrest recognizes the benefits, to both employees and employers, of programs that promote and support workplace health promotion and wellness. The City of Stonecrest's workplace wellbeing program is designed to provide employees with the tools and resources they need to make positive lifestyle changes that result in better physical and emotional health and wellbeing. The program's goals are to:

- Reduce health risks by encouraging preventive care, healthy lifestyle choices, and management of chronic conditions. This can lead to decreased healthcare costs for both the employer and employee.
- Create physical fitness programs that promote physical activity through fitness challenges and on-site exercise facility, leading to improved physical health and reduced risk of chronic illness.
- Address mental health programs that can offer mental health awareness training, stress management workshops, and access to mental health resources, promoting emotional well-being and reducing stress and anxiety.

As part of the City of Stonecrest's commitment to wellness, a Health Promotion Champion has been appointed and a Benefits and Wellness Committee formed that will:

- Assess the well-being needs of employees through surveys, data analysis, and meetings.
- Propose and implement programs and initiatives that address identified needs. This could include workshops on stress management, healthy eating, physical activity, financial literacy, or mental health awareness.
- Actively engage employees in well-being programs and initiatives through communication, incentives, and recognition.

This policy will include up to thirty (30) minutes of the employees scheduled workday to engage in physical activity in support of this philosophy.

ACCOUNTABILITY

1. Supervisors will encourage and support employees in using their wellness break in order to decrease employee stress and help prevent overuse patterns from extended sitting computer use.
2. Employees are responsible for initiating and utilizing the wellness break in order to promote a healthier lifestyle.

PROCEDURES

1. A maximum of 30 minutes (paid break) in a given workday will be used to engage in a wellness activity, at the discretion of the supervisor.
2. Employees are required to work with supervisors/managers to ensure the wellness break does not impair the City's mission. Employees may not be granted a wellness break daily due to obligations and workload.
3. Wellness breaks can be taken in the form of:
 - Two (2) 15-minute paid breaks
 - One (1) 30-minute paid break

WORKPLACE WELLNESS POLICY

4. Supervisors will encourage and allow staff to combine the designated wellness break with lunch breaks, not to exceed sixty (60) minutes combined break.
5. These wellness breaks would replace any previous breaks taken in the morning and afternoon.
6. Employees are strongly encouraged to engage in heart healthy activities such as walking, jogging, exercise, dancing, meditation, etc.
7. Employees are not permitted to end work early and exercise without returning to their worksite. However, an employee may be excused to exercise at the end of their workday if they report back to work before their departure for that day.
8. Employees must report to work in the morning prior to taking their 30-minute wellness break. Employees cannot report to work 30 minutes late to accommodate the exercise before their scheduled arrival time.
9. Employees must sign a waiver before utilizing the Health and Wellness Center, and follow all rules and regulations.

HEALTH AND WELLNESS CENTER RULES AND REGULATIONS

To ensure the best experience for everyone, we kindly ask that you adhere to the following rules and regulations:

General Conduct:

1. **Respect for All:** Treat all with respect. Harassment, intimidation, or any form of disrespectful behavior will not be tolerated.
2. **Attire:** Always wear appropriate center attire. Closed-toe athletic shoes, shirts, and athletic bottoms are required.
3. **Safety First:** Follow all safety instructions and use equipment only as intended. Report on any unsafe conditions to Facilities immediately.
4. **Cleanliness:** Wipe down equipment after each use with the provided cleaning materials. Keep the facility clean by disposing of trash and returning equipment to its proper place.
5. **Personal Belongings:** Store personal items in designated areas. The center is not responsible for lost or stolen items.

Health and Safety:

1. **Wellness Policy:** Do not use the center if you are feeling unwell or have any symptoms of contagious illnesses.
2. **Hydration:** Stay hydrated by bringing your own water bottle. Use the water stations to refill.

Equipment Use:

1. **Sharing is Caring:** Limit your time on popular equipment to thirty (30) minutes, especially during peak hours, to allow others to use them as well.
2. **Proper Use:** Do not misuse equipment. If you are unsure about how to use something, please do not use it.
3. **Weights:** Return all weights, dumbbells, and other equipment to their designated spots after use.
4. **No Hogging:** Avoid monopolizing machines or equipment. Allow others to “work in” between sets whenever possible.

Facilities:

1. **Noise Level:** Use headphones for personal music. Avoid loud conversations or noises that might disturb others.

Enforcement: Failure to adhere to these rules and regulations may result in a warning, temporary suspension, or termination of use, depending on the severity of the violation. Leadership reserves the right to modify these rules as needed to ensure a safe and positive environment for all employees.

Voluntary Participation: Employee understands and confirms that participation in the Health and Wellness Center is 100% voluntary. The employee warrants that they are in overall good health and that no bodily or mental condition would create an unreasonable risk of harm to himself or herself in participating in any activities that require physical or mental exertion.

The Assumption of Risk: Employee understands and acknowledges that there may be potential risks involved related to participation in the Health and Wellness Center. Employees assume all risks, known and unknown, in any way connected with the employees' participation. Employee accepts full responsibility for any liability, injury, loss, damage or death in any way connected with participation in the Health and Wellness Center. Employees acknowledge that participation is at the employees' sole risk. Employees release the City of Stonecrest from any and all liability or claims which may arise from participation, to include Workers Compensation.

This is to acknowledge that I have received a copy of the Health and Wellness Center, Rules and Regulations. I understand and agree it is my responsibility to read and abide by the aforementioned.

Employee Name (Print): _____

Employee Signature: _____

Date: _____

Witness Name (Print): _____

Witness Signature: _____

Date: _____