



Mayor and Council Meeting Business Session Minutes March 14, 2013 7PM

The Riverdale Mayor and City Council met on March 14, 2013 at 7:23M 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 7:23PM.

ROLL CALL:

All members of the governing body were present at the meeting at 7:23PM.

INVOCATION/PLEDGE OF ALLEGIANCE:

Invocation & Pledge was led by Minister Cason, Lakewin Christian Center.

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): None.

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)

Fire Services/Monthly Report, by Chief Nishiyama Willis

Chief Willis issued the new mission and vision statements of the Riverdale Fire Services Division. She then gave the February monthly report. (See Exhibit A: "Fire Services Presentation")

Mayor Dixon called for questions and comments from members of the governing body.

Council Member Stamps-Jones commended the department on the community health initiative.

Council Member Davis thanked Fire Services for its service.

Council Member Wallace thanked Fire Services for implementing such an important initiative. She said that she hopes the program continues to gain momentum. She asked if the City would receive any type of incentive from the insurance company for implementing this type of initiative. She added that she has championed for the implementation of health initiatives for years and cannot wait for the opportunity to partner with the Fire Department on the upcoming 5K Run.

Ms. Jessie responded that the insurance company provides incentives; however, the City needs to identify a way to put the funds to good use.

Council Member Ruffin thanked Fire Services for the presentation.

Mayor Dixon commended Chief Willis and Fire Services.

CONSENT AGENDA:

Adoption of the February 25, 2013 Mayor and Council Meeting Minutes.

The Travel and Reimbursement Policy for Elected and Appointed Officials, Office of City Clerk.

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

RESOLUTION(S):

RESOLUTION NO. 05-03-2013 Georgia Municipal Association– Cable and Telecommunication Management Services Program, Deputy Attorney, Sharonda Boyce.

A RESOLUTION TO ENTER INTO A CONTRACT WITH THE GEORGIA MUNICIPAL ASSOCIATION FOR CABLE AND TELECOMMUNICATION MANAGEMENT SERVICES; AUTHORIZE THE CITY MANAGER TO EXECUTE THE CONTRACT; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER LAWFUL PURPOSES.

Deputy City Attorney, Sharonda Boyce, came before the Board to present a resolution that would allow the City to enter into a contract with the Georgia Municipal Association (GMA) for Cable and Telecommunication Management Services. She advised that the measure, if adopted, would authorize the City Manager to execute the contract. Ms. Boyce advised that it was a continuation of a discussion item which first appeared on the February 25, 2013 work session agenda. She further advise that the contract would allow the GMA to negotiate contracts for cable and telecommunications services for the City. She said that the City has two franchise fee agreements coming up for reconsideration.

Mayor Dixon called for questions and comments from members of the governing body.

Council Member Stamps-Jones asked how often the City engages in negotiations that would enlist the management services of GMA.

Ms. Boyce advised that it varies on a yearly basis; that it depends on how long the terms of contracts are. She said that she believed the last AT&T contract that expired was on a ten year term. She advised that the GMA agreement would be a year-to-year contract; that the City could terminate the contract should after a cost benefit analysis the City discovers that the services of GMA are not needed.

Council Member Stamps-Jones agreed that the City should conduct a cost benefit analysis.

Council Member Davis said the presentation was clear and thanked Ms. Boyce.

Council Member Wallace said that the City is currently paying GMA approximately \$5,000/yr in membership fees. She said that she would like to know how the City currently benefits from the relationship.

Ms. Boyce advised that fifty other cities have entered into an agreement with GMA for Cable and Telecommunication Management Services.

Council Member Wallace asked Atty. Boyce if research was conducted to determine the types of incentives and services these cities are receiving as a result of their agreement with GMA. She said she is interested in knowing the benefits those cities currently receive that the City of Riverdale is not. She said she does not want to pay \$7,200 if the City could not realize additional benefits.

Ms. Boyce advised that she was not aware of details negotiated with each city. She said that if the city attorneys negotiated the contracts it would exceed GMA's fees. She said the overall goal was to be conservative with the City's resources.

Council Member Ruffin had no comment.

There was a brief discussion between Mayor Dixon and Ms. Boyce regarding the overview of the program.

Motion: Council Member Kenneth Ruffin moved to approve the resolution. There was no second; **Resolution No. 05-03-2013** died on the floor due to a lack of a second.

RESOLUTION NO. 06-03-2013 Jan-Pro Janitorial Services Contract for 2013, Director of General Services, Bennie Rose

A RESOLUTION TO ENTER INTO A CONTRACT WITH JAN-PRO CLEANING SYSTEMS FOR JANITORIAL SERVICES; TO AUTHORIZE THE CITY MANAGER TO EXECUTE THE CONTRACT ON BEHALF OF THE CITY; AND TO PROVIDE FOR AN EFFECTIVE DATE OF MARCH 31, 2013.

Director of General Services, Bennie Rose, came before the Board requesting permission to enter into a contract with Jan-Pro Cleaning Systems for janitorial services. He explained the services rendered.

Council Member Stamps-Jones asked that the council members' offices be included in the weekly cleaning schedule.

Mr. Rose said that he would include it.

Council Member Davis asked that the stairs be attended as well.

Mr. Rose said he would make sure that was included in the services.

Council Member Wallace approved.

Council Member Ruffin asked if it would impact the community service volunteer program.

Mr. Rose advised that he would bring two volunteers to work in concert with the vendor to aide with any additional cleaning.

Motion: Council Member Kenneth Ruffin moved to approve the resolution. Council Member Wanda Wallace moved to second the motion. **Resolution No. 06-03-2013** was approved unanimously by a vote of 4/0.

RESOLUTION NO. 07-03-2013 Case Backhoe Repair Director of General Services, Bennie Rose

A RESOLUTION OF THE RIVERDALE CITY COUNCIL APPROVING THE REPAIR OF THE CITY'S BACKHOE AS RECOMMENDED BY THE DIRECTOR OF GENERAL SERVICES AND FACILITY MANAGEMENT; TO AUTHORIZE THE CITY MANAGER TO EXECUTE ALL DOCUMENTS NECESSARY TO FACILITATE SAID REPAIR; AND TO PROVIDE FOR AN EFFECTIVE DATE.

Mr. Rose asked the Board for approval to repair the City's backhoe. He advised that the contractor would conduct a full assessment of the problem. He provided the cost of the initial repair and said that his goal was to bring the equipment to optimal condition.

Council Member Ruffin asked how many times the backhoe had been used in the past year.

Mr. Rose advised that it varies depending on the needs of the City. He assured Mr. Ruffin that the apparatus is very vital to his department. He said that the backhoe could be a quality tool; however, that it needed some final repairs to restore it to its original condition and preserve it.

Council Member Wallace had no comment.

Council Member Davis had no comment.

Council Member Stamps-Jones asked what vendor had been contracted for the repair work.

Mr. Rose indicated the vendor.

Motion: Council Member Kenneth Ruffin moved to approve the resolution. Council Member Wanda Wallace moved to second the motion. **Resolution No. 07-03-2013** 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.

Council Member An'cel Davis

Council Member Davis thanked the audience for attending. He asked that the Little family be kept in prayer.

Council Member Wanda Wallace

Council Member Wanda Wallace thanked everyone for attending the meeting.

Council Member Kenneth Ruffin

Council Member Ruffin announced that the Riverdale Night with the Atlanta Hawks was a success. He also said that the youth recreational baseball program would be starting in the City in two weeks.

Mayor Evelyn Wynn Dixon

Mayor Evelyn Wynn Dixon thanked everyone for attending the meeting. She announced that the Service Delivery Strategy (SDS) and Local Option Sales Tax (LOST) was approved. She updated the audience with the Relay for Life fundraising efforts.

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 7:44PM.