



**Mayor and Council Meeting  
Work Session Minutes  
October 28, 2013 | 6:00PM**

The Riverdale Mayor and City Council met on October 28, 2013 at 6:00PM for the purpose of conducting a regular work session. The meeting was held in the conference room on the second floor 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 6:00PM.

**Roll Call**

All members of the governing body were present for the meeting. Council Member Ruffin arrived at 6:02PM.

**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.

**PRESENTATION:**

None.

**DISCUSSION ABOUT THE DONATION OF LAND-MOUNTAIN PASS FROM LEVINE FAMILY, EXECUTORS DEED, CAMILLA MOORE, DIRECTOR OF PLANNING/ZONING, CD, ED & BUSINESS SERVICES.**

In March 2013, a representative from the Levine Family approached the City, regarding the donation of approximately 1.086 acres of land. According, Mr. David Levine, spokesman for the family, declared there are no living members of the family who currently live in the City of Riverdale and that it was the family's desire to donate the property to the City.

The city has researched the property to determine if there exist any property liens pending and if there existed any back taxes, and found none, thus the property appears to have "clear" title. In light of the location of the property and its proximity to residential area, it is Staff's opinion that the City could benefit from taking possession of the property and turning it into a "passive" park or recreational area for community use.



Signed Executor's Deed presented to the Governing Body for review.

Honorable Mayor Dixon called for questions and/or concerns from the Board.  
There were none.

**DISCUSSION TO DONATE SURPLUS PERSONAL PROTECTIVE EQUIPMENT TO PIKE COUNTY EMERGENCY SERVICES, CHIEF WILLIS, FIRE SERVICES.**

Riverdale Fire Services has 37 sets of personal protective gear that have reached their maximum life span per NFPA 1851 standards. To protect the members of the fire department from injuries and the City of Riverdale from liability, the gear is deemed surplus when it is out of date. Pike County Emergency Services has requested that we donate the surplus gear to their department. They have indicated that they will release and hold harmless Riverdale Fire Services from any liability related to any equipment donated to the Pike County Emergency Services.

Honorable Mayor Dixon called for questions and/or concerns from the Board.

Council Member Wallace inquired how much money can we get if the City of Riverdale sold the items.

Chief Willis explained the protective gear has no monetary value to the City of Riverdale, it has reached its maximum life span, we can't sell. Pike County has agreed to sign waiver to release City of Riverdale from liability.

Council Member Stamps Jones inquired how did City of Riverdale Fire Services learn Pike County was in need of the gear.

Chief Willis stated Chief Ellsworth was aware of the surplus of outdated gear and knew of Chief Willis intent to dispose of the items. Chief Ellsworth is friends with Pike County Fire Chief and shared information regarding our surplus.

Council Member Stamps Jones indicated it is a wonderful thing to collaborate and share information with other cities.

Matt Lavalley stated we have correspondence stating the County Manager for Pike County is willing to release The City of Riverdale from liability. However, at this time, we do not have an actual Liability Waiver on file. He advised the Governing Body and Chief Willis, if this measure is approved, to ensure a signed Liability Waiver is received from Pike County Emergency Services and sent to City of Riverdale Legal Dept for review, prior to providing the gear to Pike County.



**DETENTION POND UPDATE, CAMILLA MOORE, DIRECTOR OF PLANNING/ZONING, CD, ED & BUSINESS SERVICES.**

Pursuant to the Council Meeting on Monday, October 14, 2013, Staff has explored possible solutions to concerns raised by nearby neighbors regarding the park's detention pond. It is staff's recommendation that the existing detention pond continue to capture and disperse water as a water detention locale, and to expand the existing area to also serve as an "active" recreational detention basin area for practice fields, soccer, grills, pavilions, etc.

Recommendations include enlargement of the existing detention area, removal of the majority of existing fencing (retain fencing along pathway and adjacent to residential uses), grading and design plans, extension of walking trail, etc.

It is staff's opinion, depending on the quotes and available funding, that the expansions could be completed by February 1, 2014.

Honorable Mayor Dixon called for questions and/or concerns from the Board.

Council Member Stamps Jones stated it was a great job getting Clayton County on board and winning their support for this project.

Council Member Ruffin recommended a baseball field should be attached to it, we currently have only one baseball field.

Council Member Wallace inquired about the cost of the current baseball field.

Mr. Mingo and Ms. Moore responded the investment was between \$2.5M - \$2.8M

Council Member Wallace reminded everyone that kids are unable to play football at this time, and inquired what are we doing about the football field.

Mayor Dixon stated that Mr. Karl Kelly, Mr. Bennie Rose, and Mr. Nate Mingo are aware it, and are working on the situation and will report back to the Board with an update, once available.

Council Member Stamps-Jones mentioned that the residents main concern was for the city to address the rodent issue. The park should offer something for everyone from 1 yr-100 yrs old. We already have a baseball field, Football Field and exercise area. We need to be diverse and offer something for everyone.



Council Member Davis mentioned that the residents want an open space to play and run, not necessarily another structured baseball or football field.

Council Member Stamps Jones reminded everyone that minimization of noise level is a major factor for the residents that live near the Riverdale Regional Park. We should be mindful of that. Creating another baseball/football field will increase the noise level.

Mayor Dixon asked Ms. Camilla Moore to look into fees & pricing for enhancements and update the board with developments.

**SANITATION ORDINANCE UPDATE, CAMILLA MOORE, DIRECTOR OF PLANNING/ZONING, CD, ED & BUSINESS SERVICES.**

Prior to 2011, the City's Ordinance only spoke to "commercial" sanitation services and was silent on the administration of residential services. In an effort to expand city sanitation services to include commercial, residential, non-commercial and recycling services, and bring clarity to how it was to be administered, the City in November of 2011 let a "Request for Proposal" for sanitation services, for a 'Contractor "to provide the following services listed below to the City at the most favorable cost consistent with efficient operations.

Requested services included:

1. Collection of Residential Solid Waste; and/or
2. Collection of Residential Recyclables; and/or
3. Collection of Commercial Waste; and/or
4. Collection of Commercial Recyclables
5. Administration

In January of 2013, the City awarded the sanitation contract to Republic/BFI and entered into a contract agreement for services to begin June of 2012. With the execution of a new contract, which includes an expansion of sanitation services, the existing Ordinance must be "repealed" and replaced with language that is consistent with the newly executed contract and recently adopted exemptions for seniors, veterans, etc.

Honorable Mayor Dixon called for questions and/or concerns from the Board. There were none.



**OVERVIEW OF ELECTRONIC SIGNAGE REQUEST FOR DOWNTOWN DEVELOPMENT AUTHORITY, CAMILLA MOORE, DIRECTOR OF PLANNING/ZONING, CD, ED & BUSINESS SERVICES.**

Currently the City's Sign Ordinance does not permit "Digital" or Electronic Signage. The Downtown Development Authority is requesting that the City give it body the "designation" as a "governmental body" allowing them to be exempt from the current ordinance's exclusion of such signage. The DDA is proposing to install an electronic sign for the newly created Incubator.

Pursuant to Sec. 58-18. - Prohibited signs and devices. The following types of signs are prohibited in the city:

(12) Animated; flashing. A sign with actions, motions, rotations or changing colors.

Pursuant to Sec. 58-17. - Signs, which require no permit.

(7) Official signs. Signs placed by or at the direction of a governmental body, governmental agency, board of education or public authority pursuant to O.C.G.A. § 32-6-50, et seq. As provided by O.C.G.A. § 32-6-51, such signs are authorized within all rights-of-way or other properties controlled by such governmental body, agency, board of education or public authority; and at such other locations as a governmental body, governmental agency or public authority may direct.

Staff has no objections to the designation of DDA as a governmental body or their exemption for signage.

Council Member Davis inquired if this will create problems with other business.

Camilla Moore responded no.

Council Member Stamps Jones inquired how soon will RDDA be able to put the sign up

Mr. Mingo explained Mr. Mike Syphoe, with RDDA already has the donated signed agreed it can be up and running within 30 days of approval.

Camilla Moore stated to the board RDDA has requesting fee waivers for consideration.

Council Member Stamps Jones recommended we postpone discussion on this item, until the next Agenda. At that time, the Board should be presented with all the information under consideration - including proposed fee waivers, maintenance, and upkeep of signage.

Stephanie L. Thomas (City Clerk) and Matt Lavalley (City Attorney) brought to the Governing Body's attention that the Riverdale Downtown Development Authority is a public authority/entity. Per the RDDA charter, the Governing Body has already designated the RDDA as an extended arm of the City of Riverdale. Therefore, the RDDA does not require approval for the signage.

It was agreed by general consensus to postpone discussion of this item until next Mayor & Council Meeting Agenda.

**OVERVIEW OF FIBER OPTICS INSTALLATION, LEMMY PASKEL, DIRECTOR INFORMATION TECHNOLOGY.**

The Information Technology Department currently has a fiber optics run from the City Hall Annex campus to the Community Development Building. The department would like to install an additional fiber run from the City Hall Annex campus to the new City Hall. This fiber optics connection will allow the City to build in network redundancy for its voice, data and internet network in case of outages.

The fiber optics connection will also allow the city to integrate all the video surveillance footage from all remote locations allowing the video data to be transported to one central location for the purposes of 24/7 monitoring from the 911 Center. The fiber optics connection also builds the foundation for future projects like Enterprise Resource Planning (ERP) and Document Management.

Honorable Mayor Dixon called for questions and/or concerns from the Board.

Council Member Davis inquired will this be underground.

Lemmy Paskel responded the installment will be aerial. Underground installment is far more expensive, because we have to dig. It would be far more cost efficient for the city to achieve this by aerial installment. The poles are already there, all we have to do is secure permission to run our lines from the poles. It is significantly less expensive to do it this way and we will achieve the same result.

Council Member Stamps Jones stated we need to invest in products & services to help us continue to grow and move the city forward.



Council Member Ruffin acknowledged the opportunity for growth with this installment and congratulated Mr. Paskel for a job well done.

Council Member Wallace commented on the constant internet shortages and phone interruptions we currently experience.

Lemmy Paskel responded we haven't fully converted over to EarthLink, it's a process. He plan to have all City of Riverdale government buildings fully converted by mid November 2013.

**OVERVIEW OF PROPERTY MAINTENANCE STANDARDS PART C, TEXT AMENDMENT (ORDINANCE) CAMILLA MOORE, DIRECTOR OF PLANNING/ZONING, CD, ED & BUSINESS SERVICES.**

Currently the City of Riverdale lacks the authority to require residential and commercial structures, which are in need of repair and upkeep, to repair such structures as to prevent such structures from presenting a risk to citizens. There are currently property and structures, single family, multi-family and commercial, within the community that do not qualify as vacant structures under the City's existing Ordinance of definitions or which are not currently undergoing renovations or repairs under an active permit. These properties or portions of property represent a risk to public health, safety and welfare insofar as they are affected by the continued occupancy and maintenance of structures and premises.

Many of these violations cannot be addressed currently under the environmental ordinance, nuisance and abatement ordinance or vacant structure ordinance. There are also zoning ordinances and esthetic values set forth by mayor and council, the maintenance of which can directly and indirectly affect the economic health of the city and its ability to maintain positive growth and image. Currently the enforcement provisions within the City of Riverdale Code of Ordinances do not provide for the legal administrative language or proper referencing of the State of Georgia International Property Maintenance Code. The current city reference to the Standard Housing Code is no longer enforceable under the State Law. That particular code is out of print and has been replaced by the IPMC (International Property Maintenance Code).

The IPMC applies to all existing residential and non-residential structures and premises. The IPMC allows the building department and code enforcement departments to exercise the appropriate use of authority to address violations in a timely and fair manner. This code still allows for the continued use, occupancy and operation of those structures and systems which were compliant at the time of construction provided



those structures and systems have been adequately maintained to constitute a hazard. Due to the extensiveness of the recommend modification to the Ordinance, Staff submitted the document in three (3) parts.

Due to the extensiveness of the recommend modification to the Ordinance, Staff submitted the document in three (3) parts. Part A of the Ordinance was adopted by Mayor/Council on July 22, 2013; Part B on October 14, 2013; Part C was presented to the Governing Body on October 30, 2013 for consideration.

Honorable Mayor Dixon called for questions and/or concerns from the Board. There were none.

**OVERVIEW OF ZONING USE PERMIT - PET. NO. 2013Z-0002 & 2013U-0008 (PUBLIC HEARING) FOR AUTO DEALER AND REPAIR, CAMILLA MOORE, DIRECTOR OF PLANNING/ZONING, CD, ED & BUSINESS SERVICES.**

Rezoning request by Mark Gilmer, Heritage Bank, 830 Eagles Landing Pkwy, Ste. 100, Stockbridge, GA 30281, pertaining to the property located at 6315 Church Street which is currently zoned R-4CT Residential Condominium Townhouse. The subject site is a vacant used car lot with a single story metal building. The former used car lot has been closed for 5 month. The site has been used as a used car lot for the past 9 years as a Non-Conforming Use. To bring the existing and proposed use into compliance with the Zoning Ordinance and Land Use Maps, the subject site must be rezoned with a Conditional Use Permit (Section 8.2).

The adjacent and nearby zonings are C-2 General Commercial, C-2C General Commercial with conditions and PRC Public, Recreation and Common Areas. The proposed use is only permitted as a conditional use in the City of Riverdale according to "Section 8.2 Conditional Uses Section", of the Zoning Ordinance. With the adoption of new land use classifications for commercial uses, a C-3 commercial zoning and land use is more appropriate.

Honorable Mayor Dixon called for questions and/or concerns from the Board.

Council Member Stamps Jones mentioned to Ms. Moore to ensure proper fencing around the facility.

**Adjournment**

There being no further business to come before Mayor and Council, Council Member An'cel Davis motioned to adjourn into an Executive Session to discuss a legal matter. Council Member Stamps Jones seconded. The time was 6:51PM.