



**CITY OF RIVERDALE
MAYOR AND COUNCIL MEETING
BUSINESS SESSION MINUTES
DECEMBER 9, 2013 | 7:00PM**

The Riverdale Mayor and City Council met on Monday, December 9, 2013 at 7:00PM for the purpose of conducting a regular business session. The meeting was held in the Courtroom Chambers on the 1st floor at Riverdale City Hall, located at 7200 Church Street, Riverdale, GA 30274.

CALL TO ORDER AND WELCOME

With a quorum present, Mayor Evelyn Wynn-Dixon called the meeting to order at 7:15PM.

ROLL CALL:

All members of the governing body were present at the meeting.

INVOCATION/PLEDGE OF ALLEGIANCE:

Invocation & Pledge were led by Pastor Riley, Lakewin Christian Center

OFFICER IN ARMS TO READ RULES OF CONDUCT:

Rules of Conduct read by Officer V. Barnes.

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 Cynthia Stamps-Jones moved to approve the Agenda change. Council Member An'cel Davis moved to second the motion. The measure was approved by a vote of 4/0.



**Pursuant to the City Code, Chapter 2, Article 1, Sec. 2-1. (c)
The Matter of Excusal from Regular/Special Meetings.**

Shall the absence of Council member Kenneth Ruffin be excused or unexcused?

Council Member Ruffin missed the Monday, November 25, 2013 Mayor & Council Meeting. Mayor Dixon requested guidance on how to execute this measure.

Matthew LaVallee, City Attorney, stepped up to the podium and explained city code, Chapter 2, Article 1, Sec. 2-1 (c), which indicates no member of the elected body shall receive compensation for a given month, if he or she fails to attend all regularly scheduled or special called meetings. The item is brought before the Board to decide if Council Member Kenny Ruffin absence from the Monday, November 25, 2013 meeting is excused or unexcused.

Mayor Dixon indicated her understanding is that if an elected official calls in ample enough time and gives an explanation of their pending absence, then it would be automatically excused. She wasn't aware it needed to be voted on by the Governing Body. She indicated it has never come before the Board in this manner before. Mayor Dixon asked Mr. Mingo, Interim City Manager, to approach the podium.

Mr. Mingo, Interim City Manager, indicated the moment he received the email notification of Council Member Ruffin's pending absence, he forwarded the email to all members of the governing body.

Council Member Stamps-Jones stated for the record, the focus is not on Mr. Ruffin but on the process. She added that when an elected official is absent from a meeting, the charter requires the Board to vote whether the elected official's absence shall be excused. This is a process we should have been doing from the beginning. She added that the city manager does not have the authority to declare the absence of an elected official as excused or unexcused. The city manager and city clerk serve as a conduit for the information to be noted on record and passed along to the members of the governing body. It is the responsibility of the Mayor and Council to make that determination. This is a practice that is in the city code, and we should adhere to the policy.

Mayor Dixon stated for the record that she will not be in attendance at the December 23, 2013 Mayor & City Council meeting.



Council Member Stamps-Jones indicated every elected official that misses a meeting are subject to a vote whether or not their absence is excused or unexcused and reminded everyone that the issue at hand is tonight's Agenda, regarding Mr. Kenny Ruffin's absence on November 25, 2013.

Council Member Wallace stated that when the provision was put in place it was to address the habitual absence of certain previous elected officials. She pointed out that those individuals are no longer serving on the Board. She also pointed out that Mr. Ruffin worked in concert with the former city attorney to draft the attendance policy in an effort to hold the former members accountable.

Council Member Davis indicated it appears current members of the governing body have not been following the code. We have to abide by the rules in order to enforce the rules.

Council Member Wallace stated that we need to strengthen our communication.

The city code puts the onus on the Board to address this matter whether the absence is excused or unexcused.

Mayor Dixon asked Council Member Ruffin if he had anything to add.

Council Member Ruffin advised that Mr. Mingo forwarded the email at 1:00pm to the governing body of his pending absence. He said his point is that he submitted the email to Mr. Mingo well before 1:00PM for proper notification.

Motion: Council Member Stamps Jones moved to approve the absence as excused. Council Member Wanda Wallace moved to second the motion. The excused absence was approved by a vote of 3/0. *Council Member Ruffin was not permitted to vote on this matter.*

PRESENTATION(S):

Public Recognition of Riverdale Fire Services Accomplishments by Don Cole, Chief of Staff.

Joseph Shoemaker	EMT-Paramedic
David Reynolds	EMT.- Paramedic
Demetries Wells	Command College
Allen Shelley	Emergency Manager Certification
Samuel Mckeough	EMT- Advanced
Samuel Mckeough	Car Seat Technician



Kelvonte Byrd	Car Seat Technician
Joseph Rushin	Car Seat Technician
Gary Menard	Certified Personal Trainer
Joey Brand	CPR Classes
Joey Brand	DJ Services

The governing body acknowledged the great work displayed by our Fire Services Department and congratulated the team on a job well done. TheCity is very grateful for the hard work & dedication of our Public Safety Dept.

CONSENT AGENDA:

Adoption of the November 25, 2013 Mayor & Council Meeting Minutes.

Acceptance of the Proposed Special Purpose Local Option Sales Tax (SPLOST) Project List.

Council Member Wallace had initial concerns about the proposed list submitted for SPLOST projects. She said additional time is needed to review the SPLOST list.

Mayor Dixon reminded everyone that input had been received by everyone. Mr. Kelly, Mr. Mingo, and Mr. Presley (SPLOST Steering Committee), worked together to complete the revised list for consideration. She explained we still have time to revise if necessary because there is a meeting scheduled for December 16, 2013.

Mayor Dixon explained that every City had to select someone to represent them. The Mayor & Council could not be on the steering committee. We chose Mr. Jean Presley and Mr. Karl Kelly, City Chief Engineer, to represent the City of Riverdale.

The original wish list totaled \$41M and the City was able to reduce it to \$23M. The City must submit a final list by December 31, 2013.

Motion: Council Member Wanda Wallace moved to approve the Consent Agenda. Council Member Cynthia Stamps-Jones moved to second the motion. The measure was approved by a vote of 4/0.

PUBLIC COMMENT(S):

There were none.



RESOLUTION(S):

Resolution No. 35-11-2013 to enter into contract with TruGreen Landcare for 2014 Professional Landscape Management for the City of Riverdale Grounds, ROW's, and Park, presented by Director of General Services, Bennie Rose.

A RESOLUTION OF THE RIVERDALE MAYOR AND COUNCIL TO ENTER INTO A CONTRACT WITH TRUGREEN LANDCARE FOR PROFESSIONAL LANDSCAPE MANAGEMENT SERVICES FOR THE CITY OF RIVERDALE GROUNDS, ROW'S AND REGIONAL PARK; TO PROVIDE FOR SEVERABILITY; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER LAWFUL PURPOSES.

Mr. Bennie Rose, Director of General Services, presented Resolution No. 35-11-2013. He requested permission to enter into a contract with TruGreenLandcare for professional lawn care services.

The City of Riverdale landscaping services for City Hall, City Hall Annex and Regional Park includes, but is not limited to mowing, weed eating, edging, bed maintenance, aeration, fertilize, mulch, pruning, irrigation startup-monitoring-shutdown, mowing, ROW's and medians, and seasoning floral arrangements on specified City property, buildings, and right-of-ways.

The following companies participated in the Landscaping Bid process:

1. TruGreen Landcare
2. Greenside Landscape
3. Bobby Dodd Enterprise
4. Kings Landscaping
5. Premier Tree & Shrub

Based on proposed cost and service expectations, staff recommends entering into contract with TruGreen Landcare for Landscaping services for the City of Riverdale.

Mayor Dixon called for questions and concerns from the governing body. There were none.

Motion: Council Member An'cel Davis moved to approve this measure. It did not receive a second motion. Resolution No. 35-11-2013 died on the floor due to a lack of a second.



Resolution No. 37-12-2013 Request to Purchase Extrication Tools presented by Fire Services Dept, Chief of Staff Don Cole.

A RESOLUTION OF THE CITY OF RIVERDALE MAYOR AND CITY COUNCIL, APPROVING THE PURCHASE OF HOLMATRO EXTRICATION UNIT(S) FOR USE BY RIVERDALE FIRE SERVICES; TO AUTHORIZE THE CITY MANAGER TO PERFORM ANY SUCH LEGAL ACTS NECESSARY TO ACCOMPLISH THE INTENT OF THIS RESOLUTION AND IN SUCH A MANNER AS WILL BE IN THE BEST INTEREST OF THE CITY; TO AUTHORIZE THE FINANCE DIRECTOR TO AMEND THE BUDGET WHERE NECESSARY TO REFLECT AN APPROPRIATE EXPENSE; TO PROVIDE FOR AN EFFECTIVE DATE; AND TO PROVIDE FOR OTHER LEGAL PURPOSES.

**Mayor Dixon called for questions and concerns from the governing body.
There were none.**

Motion: Council Member Wanda Wallace moved to approve Resolution No. 37-12-2013, with the purchase of (2) two extrication tools, and a third unit at a later date. Council Member Cynthia Stamps-Jones moved to second the motion. Resolution No. 37-12-2013 was approved by a vote of 4/0.

Resolution No. 38-12-2013 Request to Purchase Police Patrol Vehicles, presented by Police Chief S. Patterson.

A RESOLUTION OF THE CITY OF RIVERDALE MAYOR AND CITY COUNCIL, APPROVING THE PURCHASE OF LAW ENFORCEMENT POLICE PACKAGE VEHICLES FOR USE BY THE RIVERDALE POLICE DEPARTMENT; TO AUTHORIZE THE CITY MANAGER TO PERFORM ANY SUCH LEGAL ACTS NECESSARY TO ACCOMPLISH THE INTENT OF THIS RESOLUTION AND IN SUCH A MANNER AS WILL BE IN THE BEST INTEREST OF THE CITY; TO AUTHORIZE THE FINANCE DIRECTOR TO AMEND THE BUDGET WHERE NECESSARY TO REFLECT AN APPROPRIATE EXPENSE; TO PROVIDE FOR AN EFFECTIVE DATE; AND TO PROVIDE FOR OTHER LEGAL PURPOSES.

Mayor Dixon called for questions and concerns from the governing body.

Council Member Stamps-Jones requested Mr. Don Turner, Finance Director, to approach the podium and give his recommendation on the expenditure and payment options.

Mr. Don Turner indicated that the purchase of (5) five police vehicles are allocated in the budget. Mr. Turner recommended we utilize the GMA lease we already have for the purchase of the additional vehicles. Payments will not commence until November 2014.



Motion: Council Member Wanda Wallace moved to approve Resolution No. 38-12-2013, with the purchase of (10) ten police patrol vehicles. Council Member An'cel Davis moved to second the motion. Resolution No. 38-12-2013 was approved unanimously by a vote of 4/0.

Resolution No. 39-12-2013 Request to Declare Items as Surplus, by Police Chief S. Patterson.

A RESOLUTION OF THE CITY OF RIVERDALE MAYOR AND CITY COUNCIL, DECLARING ITEMS OF CITY PROPERTY AS SURPLUS AND GRANTING PERMISSION TO DISPOSE OF SAME; TO AUTHORIZE THE SALE OF SUCH PROPERTY IN A MANNER AS WILL BE IN THE BEST INTEREST OF THE CITY; TO PROVIDE FOR DISBURSAL OF SALE PROCEEDS; TO AUTHORIZE THE FINANCE DIRECTOR TO AMEND THE BUDGET WHERE NECESSARY TO REFLECT AN APPROPRIATE REVENUE SOURCE AND EXPENSE; TO PROVIDE FOR AN EFFECTIVE DATE; AND TO PROVIDE FOR OTHER LEGAL PURPOSES.

**Mayor Dixon called for questions and concerns from the governing body.
There were none.**

Motion: Council Member Wanda Wallace moved to approve Resolution No. 39-12-2013. Council Member An'cel Davis moved to second the motion. Resolution No. 39-12-2013 was approved by a vote of 4/0.

Request to Accept the Terms of the Worker's Compensation Settlement Regarding Aishah Pacheco, CASE NO. W000765747, by Matt LaVallee, City Attorney.

Motion: Council Member Wanda Wallace moved to approve the Request to Accept the Terms of the Worker's Compensation Settlement Regarding Aishah Pacheco, CASE NO. W000765747. Council Member An'cel Davis moved to second the motion. The worker's compensation settlement, CASE NO. W000765747 was approved by a vote of 4/0.

MAYOR AND COUNCIL COMMENT(S):

Council Member Cynthia Stamps-Jones, Ward 1

Council Member Stamps-Jones thanked everyone for coming out tonight. She thanked our Fire & Police for their service. Everything we do is for the good of the City, citizens, and staff.

Council Member An'cel Davis, Ward 2

Council Member An'cel Davis thanked everyone for attending the meeting. He asked everyone to remember Nelson Mandela and the legacy he left behind. Nelson Mandela died on 12/5/2013. He apologized for tonight's flow of business, and hoped everyone gets home safely.



Council Member Wanda Wallace, Ward 3

Council Member Wanda Wallace thanked everyone for attending Mayor & Council Meeting. She wished everyone a safe trip home, and looks forward to seeing everyone at the next meeting.

Council Member Kenny Ruffin, Ward 4

Council Member Kenny Ruffin thanked everyone for their time. If the SPLOST passes, he hopes the administration of it is well managed.

Mayor Evelyn Wynn-Dixon, At-Large

Mayor Dixon thanked everyone for their time. The Christmas Tree Lighting Concert was a huge success on Saturday, December 7, 2013 at the Riverdale Amphitheatre. It was a culturally diverse event and well attended.

Mayor Dixon's term as President of Clayton County Municipal Association (CCMA) ended this week. We did great collaborative work together with other cities within the county.

Mayor Dixon said sometimes we have to express our opinions and come to a vote. Everyone here tonight witnessed that and saw the process in action.

ADJOURNMENT: There being no further business to come before Mayor and Council, Council Member An'cel Davis moved to adjourn the business session; the second was offered by Council Member Wanda Wallace, and after a unanimous vote, the meeting adjourned at 8:15PM.
