



**NOVEMBER 10, 2014**

6:00PM Work Session

7:00PM Business Session

# AGENDA

## CITY OF RIVERDALE MAYOR AND COUNCIL MEETING

*Mayor  
& Council*

RIVERDALE



**WELCOME TO THE MAYOR & COUNCIL  
MEETING OF THE CITY OF RIVERDALE.  
THIS MEETING IS OPEN TO THE PUBLIC.**

### **MAYOR**

Dr. Evelyn Wynn-Dixon

### **CITY COUNCIL**

Cynthia Stamps-Jones, Ward 1

An'cel Davis, Ward 2

Wanda Wallace, Ward 3

Kenneth Ruffin, Ward 4

### **CITY MANAGER**

E. Scott Wood

### **CITY CLERK**

Sherry D. Henderson

### **ASSISTANT CITY MANAGERS**

Camilla Moore

Nate Mingo

### **CITY ATTORNEY**

L'Erin F. Barnes

**RIVERDALE CITY HALL**

**7200 CHURCH STREET**

**RIVERDALE, GA 30274**

**770-909-8989**

[www.riverdalega.gov](http://www.riverdalega.gov)

**MAYOR & COUNCIL WORK SESSION  
MONDAY, NOVEMBER 10, 2014 ~ 6:00 PM RIVERDALE, GEORGIA**

**A. CALL TO ORDER/WELCOME:**

**B. ROLL CALL- CITY CLERK**

Attendee Name	Title
Evelyn Wynn Dixon	Mayor, At-Large
Cynthia Stamps Jones	Council Member, Ward 1 Parliamentarian
An'cel Davis	Council Member, Ward 2 Mayor Pro-Tem
Wanda Wallace	Council Member, Ward 3
Kenneth Ruffin	Council Member, Ward 4

**C. COUNCIL PARLIAMENTARIAN TO READ RULES OF CONDUCT:**

**D. APPROVAL OF AGENDA:**

**E. CITY MANAGER'S REPORT:**

**F. CITY ATTORNEY REPORT:**

**H. DISCUSSION ON UPDATED RETENTION SCHEDULE FOR LOCAL GOVERNMENT PAPER & ELECTRONIC RECORDS, SHERRY D. HENDERSON, CITY CLERK.**

**I. OVERVIEW OF PERFORMANCE, SHERRY D. HENDERSON, CITY CLERK.**

**J. OVERVIEW OF RIVERDALE TOWN CENTER BUSINESS PLAN, NATE MINGO, ASSISTANT CITY MANAGER.**

**J. DISCUSSION ON RIVERDALE CITIZENS UNIVERSITY, CAMILLA MOORE, DIRECTOR OF PLANNING & ZONING.**

**K. DISCUSSION ON MIKE PIETSCH CONSULTING SERVICES, E. SCOTT WOOD, CITY MANAGER.**

**L. OVERVIEW ON ASSISTANT CITY MANAGER JOB DESCRIPTION AND ORGANIZATIONAL CHART, E. SCOTT WOOD, CITY MANAGER.**

**M. DISCUSSION ON CIVIL SERVICE AND AT WILL EMPLOYER ORDINANCE AMENDMENT, L'ERIN F. BARNES, CITY ATTORNEY.**

**M. OVERVIEW OF ITEMS FOR NEXT COUNCIL MEETING.**

**N. RECESS INTO AN EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTER.**

**MAYOR & COUNCIL BUSINESS SESSION  
 MONDAY, NOVEMBER 10, 2014 ~ 7:00PM RIVERDALE, GEORGIA**

**A. CALL TO ORDER/WELCOME:**

**B. ROLL CALL:**

<b>Attendee Name</b>	<b>Title</b>
Evelyn Wynn Dixon	Mayor, At-Large
Cynthia Stamps Jones	Council Member, Ward 1 Parliamentarian
An'cel Davis	Council Member, Ward 2 Mayor Pro-Tem
Wanda Wallace	Council Member, Ward 3
Kenneth Ruffin	Council Member, Ward 4

**C. INVOCATION/PLEDGE OF ALLEGIANCE:**

**D. OFFICER IN ARMS TO READ RULES OF CONDUCT:**

**E. APPROVAL OF AGENDA WITH ANY ADDITIONS/DELETIONS:**

**F. PRESENTATION(S): (10 minute limit)**

- ❖ **Presentation of United Way Corporate Campaign. Presented by Sheryl Singletary United Way Development Officer/Resource Development.**
- ❖ **Presentation of Graduates from the City of Riverdale's Citizen Public Safety Academy. Presented by Lt. Rabel- Riverdale Police Dept.**
- ❖ **Presentation of Proclamation to Sequoyah Middle School Lady Warriors, Volleyball Team. Presented on behalf of Councilman An'cel Davis with support of Mayor and Council.**
- ❖ **Presentation of Proclamation to Mrs. Jamille Miller-Brown, Riverdale High Principal. Presented on behalf of Councilman An'cel Davis with support of Mayor and Council.**

**G. CONSENT AGENDA:**

1. **Adoption of the October 27, 2014 Mayor & Council Meeting Minutes.**

**H. RESOLUTION(S):**

2. **RESOLUTION 94-11-2014 ENTER INTO CONTRACT WITH MIKE PIETSCH CONSULTING SERVICES.**

**A RESOLUTION OF THE CITY OF RIVERDALE MAYOR AND CITY COUNCIL AUTHORIZING CITY MANAGER TO ENTER INTO CONTRACT WITH MIKE PIETSCH CONSULTING SERVICES TO DEVELOP ISO PLAN FOR FIRE DEPT; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.**

**Presented by E. Scott Wood, City Manager**

3. **RESOLUTION 95-11-2014** AMEND RESOLUTION NO. 59-06-2014, PROVIDING EXHIBIT A – AMENDING THE ASSISTANT CITY MANAGER JOB DESCRIPTION AND ADOPTING CITY ORGANIZATIONAL CHART.

A RESOLUTION OF THE CITY OF RIVERDALE MAYOR AND CITY COUNCIL AUTHORIZING THE AMENDMENT OF RESOLUTION NO. 59-06-2014, PROVIDING EXHIBIT A – AMENDING THE ASSISTANT CITY MANAGER JOB DESCRIPTION AND ADOPTING CITY ORGANIZATIONAL CHART; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

Presented by E. Scott Wood, City Manager

- H. PUBLIC COMMENT (5 minute limit): *See Blue Card for Rules of Participation.*
- I. MAYOR AND COUNCIL COMMENT(S):
- J. ADJOURNMENT:

---

**CITY OF RIVERDALE UPCOMING COUNCIL MEETINGS:**

Pursuant to Sec. 2-26. Meeting schedule of the City Charter, the City Council shall meet on the second and fourth Monday of each month at 6:00PM (Work Session) and at 7:00PM (Business Session).

- Mayor & Council Meeting Monday Nov. 24, 2014 6PM
- Mayor & Council Meeting Monday Dec. 8, 2014 6PM
- Mayor & Council Meeting Monday Dec. 22, 2014 6PM

**CITY OF RIVERDALE UPCOMING EVENTS:**

- 3<sup>rd</sup> Annual Preparation Spelling Bee Saturday Nov. 15, 2014 10AM
- Bread Basket/ Thanksgiving Drive Now -
- Toys for Tots Christmas Drive Now -
- Holiday Tree Lighting Concert Saturday Dec. 6, 2014 5PM

**CLOSED FOR HOLIDAYS**

- Nov 27 – Nov. 28 City Hall and Admin. Offices Closed in National Observance of Thanksgiving
- Dec 25- Dec. 26 City Hall and Administrative Offices Closed in National Observance of Christmas