

BUSINESS MINUTES

May 12

2014

The Riverdale Mayor and City Council met on Monday, May 12, 2014 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.

City of Riverdale Mayor & Council Meeting



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

INTERIM CITY MANAGER
Nathaniel Mingo

INTERIM CITY CLERK
Sherry D. Henderson

CITY ATTORNEY
L'Erin F. Barnes



**CITY OF RIVERDALE
MAYOR AND COUNCIL MEETING
MONDAY, MAY 12, 2014
BUSINESSMINUTES**

CALL TO ORDER/WELCOME:

Meeting was called to order at 7:36PM

ROLL CALL:

All members of the governing body were present at the meeting.
Sherry D. Henderson, Interim City Clerk declared a quorum.

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

INVOCATION/PLEDGE OF ALLEGIANCE:

Invocation & Pledge were led by Tawana G. Tarno, Chaplain Metro Transitional Center, Atlanta, Georgia.
Executive Director at Calvary Refuge 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): Resolution No. 47-05-2014 A resolution of the City of Riverdale Mayor and Council approving the creation of Assistant City Manager position.

Tabled: None.

Postponed: None.

MOTION: Council Member Wanda Wallace moved to approve the agenda with deletion. Council Member An'cel Davis moved to second the motion. **The agenda was APPROVED, with deletion, by a vote of 4/0.**

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



PRESENTATION(S) (10 minute limit):

Presentation on Riverdale Explorer Post #85, presented by Lt. Tommy Henderson, Riverdale Police Department.

Riverdale Explorer Post #85, recently participated in the Tactical Explorer Competition (May 2014) and placed 3rd place. The event was held in Paulding County, and the Riverdale Explorer team did an outstanding job representing the Police Department and City of Riverdale.

Lt. Tommy Henderson thanked the Riverdale Police Department for their time mentoring and training the Explorer squad. He expressed special acknowledgement to Chief S. Patterson, Sgt. J. Foy, Officer Renee Godwin, and Investigator Francis for their assistance with Riverdale Explorer Post #85.

Mayor & Council acknowledged the discipline the young members of Riverdale Explorer Post #85 has, and congratulated them on a job well done. The Explorers were encouraged to continue to aim high to achieve success.

Presentation on Calvary Refuge (Homeless) Shelter, by Tawana Tarno. Calvary Refuge Shelter is located at 4265 Thurmond Road; Forest Park, GA 30297 www.calvaryrefuge.org | 404-361-5309

Calvary Refuge Shelter provides a safe, faith-based environment for individuals and families while providing the tools to transition from homelessness to self sufficiency with dignity and pride. Calvary provides housing with 59 emergency beds and 58 transitional beds. They are always in need of volunteers and donated items. Needed items include white towels and wash clothes, food, and toiletry supplies.

Mayor & Council thanked Ms. Tawana Tarno for her years of service and outreach ministry. Thanked for taking time to share information with the Board about Calvary.

CONSENT AGENDA:

Adoption of the May 12, 2014 Mayor & Council Meeting Minutes.

MOTION: Council Member Wanda Wallace moved to approve the measure. Council Member An’cel Davis moved to second the motion. **The measure was APPROVED by a vote of 4/0.**

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



PUBLIC COMMENT (5 minute limit): *See Blue Card for Rules of Participation.*

Riverdale High School Student Achievements

Mayor and Council recognized Riverdale High School students that have excelled in athletics and academics, and were awarded scholarships to college.

Mayor & Council congratulated the students and their parents. The students were advised to continue to take advantage of the opportunities presented to them. They were encouraged to continue their education, and come back to Riverdale.

Ms. Druann White 117 Button Wood Court, Riverdale, GA 30274

Ms. White addressed the Board regarding the creek behind her house. She is on the board of her Homeowners Association. Code Enforcement recently advised Ms. White and her neighbor to remove debris near the creek behind her home. She complied, and code enforcement will inspect to close out the case accordingly. Ms. White would like to know if the County is responsible for any possible blockage that may drain into her property. Council advised City Manager to contact Mr. Cornell Sims, with Clayton County, for assistance. Mr. Sims will come out and advise Ms. White of the status.

RESOLUTION(S):

RESOLUTION NO. 46-05-2014 A RESOLUTION OF THE CITY OF RIVERDALE MAYOR AND CITY COUNCIL, APPROVING THE INSTALLATION OF STREET MAINTENANCE, FOR POT HOLE AND ASPHALT REPAIR; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

Presented by Bennie Rose, General Services Director.

Currently on several City Streets potholes have become a major issue. Due to winter conditions existing areas of concern that have been monitored have become larger and new potholes have developed. This project will address and correct areas that are a major issue-those called in by Citizens, those that have been repetitively cold patched, and others that will develop into larger issues if not taken care of. Below is a list of Streets and areas in these quotes:

- Medical Way
- Sandy Creek Drive
- Valley Brook Drive
- Roy Huie Rd
- Roy Huie @ Cargile & Camp St
- 6967 Church Street
- Delta Drive
- 550 Shadowmoore (gutter repair)
- Roberts/Taylor/Roundtree Intersection
- Camp Street (between Auto Zone & Roy Huie)
- Taylor Rd between Roundtree and City Limits
- King Rd(between Church & I-85)
- Public Works Building Equip. Yard (sink hole)

We are using Clayton County and Velocity Road Solutions for contractors for cost effectiveness and a greater area of coverage. Financial Impact: \$33,426.27



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

Council Member Wallace inquired about warranty.

Bennie Rose indicated the County will not have a problem providing a guarantee of 2-3 years.

MOTION: Council Member Cynthia Stamps-Jones moved to approve the measure. Council Member An’cel Davis moved to second the motion. **Resolution No. 46-05-2014 was APPROVED by vote of 4/0.**

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

RESOLUTION NO. 47-05-2014 A RESOLUTION OF THE CITY OF RIVERDALE MAYOR AND CITY COUNCIL, APPROVING THE CREATION OF ASSISTANT CITY MANAGER POSITION; AND ADD THIS POSITION TO THE CITY OF RIVERDALE PAY AND CLASSIFICATION PLAN; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

Presented by Nathaniel Mingo, Interim City Manager
Resolution No. 47-05-2014 was REMOVED from the Agenda.

RESOLUTION NO. 48-05-2014 A RESOLUTION OF THE CITY OF RIVERDALE MAYOR AND CITY COUNCIL, ADOPTING AN AMENDMENT TO THE FISCAL YEAR 2014 CONFISCATED ASSETS FUND ANNUAL BUDGET TO RECOGNIZE REVENUE COLLECTED IN EXCESS OF THE REVENUE BUDGET AND TO APPROPRIATE FUNDS TO COVER COSTS OF THE RECENT CALEA ACCREDITATION AND PURCHASE FOUR IPAD AIR TABLETS; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

Presented by Don Turner, Finance Director.

To amend the Confiscated assets fund to recognize revenue collected in excess of the revenue budget and appropriate funds to pay the costs of the recent CALEA accreditation and purchase four iPad air tablets.
 Financial Impact: None.

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

Council Member Wallace inquired about the price of the iPads.

Don Turner indicated the four iPads cost approximately \$2,400. This price is well below market value and represents significant savings presented to the City of Riverdale.



MOTION: Council Member Cynthia Stamps-Jones moved to approve the measure. Council Member An’cel Davis moved to second the motion. **Resolution No. 48-05-2014 was APPROVED by vote of 4/0.**

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

RESOLUTION NO. 49-05-2014 A RESOLUTION OF THE CITY OF RIVERDALE MAYOR AND CITY COUNCIL, ADOPTING THE CITY OF RIVERDALE PROCUREMENT CARD MANUAL; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

Presented by Don Turner, Finance Director

The purpose of the Procurement Card Procedure manual is to establish a more efficient, cost-effective method of purchasing and paying for small dollar transactions. The program was designed as an alternative to the traditional purchasing process for supplies and services. If used to its potential, the program will result in a significant reduction in the volume of purchase orders and related documentation including invoices and checks. In addition, corresponding work processes associated with ordering and check writing will be eliminated. The Procurement Card can be used with any supplier that accepts VISA as a form of payment.

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

MOTION: Council Member Wanda Wallace moved to approve the measure. Council Member An’cel Davis moved to second the motion. **Resolution No. 49-05-2014 was APPROVED by a vote of 4/0.**

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



RESOLUTION NO. 50-05-2014

A RESOLUTION OF THE CITY OF RIVERDALE MAYOR AND CITY COUNCIL, APPROVING THE CREATION OF FLEET MANAGER POSITION; AND ADD THIS POSITION TO THE CITY OF RIVERDALE PAY AND CLASSIFICATION PLAN; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

Presented by Nathaniel Mingo, Interim City Manager

In a continual effort to ensure accountability and properly manage the business of the city, the position of Fleet Manager is proposed. The Fleet Manager will be responsible for the management and overall welfare of all City vehicles.

MOTION: Council Member Wanda Wallace moved to approve the measure. Council Member An’cel Davis moved to second the motion. **Resolution No. 50-05-2014 was APPROVED by a vote of 4/0.**

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

RESOLUTION NO. 51-05-2014 A RESOLUTION OF THE CITY OF RIVERDALE MAYOR AND CITY COUNCIL, APPROVING THE CREATION OF DEPUTY CITY CLERK AND EXECUTIVE ADMINISTRATIVE ASSISTANT TO MAYOR AND COUNCIL POSITIONS; AND ADD THESE POSITIONS TO THE CITY OF RIVERDALE PAY AND CLASSIFICATION PLAN; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

Presented by Sherry D. Henderson, Interim City Clerk

The duties and responsibilities within the Clerk’s Office have necessitated a new position that would be great asset to the City of Riverdale workforce. The Deputy Clerk will serve as the principal assistant to the City Clerk; as necessary provides general administrative duties often of confidential nature to the City Manager and City Attorney. Responsibilities include assisting in the organization of the City Council and other public meetings; assisting in the conduct of municipal elections; preparations, recording, filing, and retrieval of documents and records; recording and transcribing of meeting procedures; serving as acting City Clerk in the latter’s absence.

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

Council Member Ruffin commented he wish he was more informed about the position.



MOTION: Council Member Wanda Wallace moved to approve the measure. Council Member An’cel Davis moved to second the motion. **Resolution No. 51-05-2014 was APPROVED by a majority vote of 3/1.**

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

RESOLUTION NO. 52-05-2014 A RESOLUTION OF THE CITY OF RIVERDALE MAYOR AND CITY COUNCIL, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH IQM2 - INTELLIGENT MEETING MANAGEMENT SYSTEM; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

Presented by Sherry D. Henderson, Interim City Clerk

In a continuous effort to increase productivity, streamline business, and better serve the community, the Clerk’s Office would like to propose use of IQM2 - Intelligent Meeting Management System. IQM2 is a single application that automates the entire public and formal meeting process; from agenda preparation through approval and decision workflow to minutes compiling and ultimately public information dissemination via video streaming and electronic voting. It also includes sophisticated follow up action utilities to ensure that those critical decisions and deliverables are tracked and followed up on by the appropriate stakeholders for complete process visibility.

IQM2 is the market leader in furnishing end-to-end public sector meeting software solutions through our award-winning Open Meeting Management and Citizen Awareness Platform consisting of MinuteTraq (agenda/minutes automation), MediaTraq (Live/On-Demand Video Streaming) and E-Boardroom (electronic voting). IQM2 was founded by Daryl Blowes with the launch of the M2 Suite of Open Meeting and Legislative Process software solutions. By assisting government and public sector Officials become more efficient in the way they work together, have meetings, make decisions, follow through with actions, and share information, we are revolutionizing how the public sector collaborates with their stakeholders and the public.

Our role as an industry innovator was recognized in 2010 when the national software industry acknowledged our innovation as we were awarded the prestigious 2010 SIIA’s CODiE Award for Best Emerging Software Company. Shortly thereafter IQM2 was awarded LISA Award for Software Excellence. Growth has been rapid. IQM2 has been experiencing year over year growth exceeding 100% with many of our clients migrating from older legacy solutions. We urge you to see what all the industry excitement is about.

www.iqm2.com *To help the public sector govern more effectively while driving efficiency, cost savings and citizen awareness!* Financial Impact: \$552/month. No startup fees.

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

MOTION: Council Member Wanda Wallace moved to approve the measure. Council Member An'cel Davis moved to second the motion. **Resolution No. 52-05-2014 was APPROVED by a vote of 4/0**

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

MAYOR AND COUNCIL COMMENT(S):

Council Member Cynthia Stamps-Jones, Ward 1

Council Member Stamps-Jones thanked everyone for coming out tonight. She encouraged everyone to attend the next Council Meeting (Wednesday, May 28, 2014). She mentioned recent success of events held at Riverdale Centre.

Destined For Greatness Youth Concert - Saturday, May 3, 2014

Mothers Day HATtitude Jazz Brunch - Saturday, May 10, 2014

Council Member An'cel Davis, Ward 2

Council Member Davis thanked everyone, and encouraged our youth to continue to take advantage of opportunities available to them and excel. He thanked Ms. DruAnn White for doing what Code Enforcement asked of her. He indicated, Mr. Cornell Sims is a great person with the County and he will be able to further assist her on some issues. Council Member Davis will ensure Ms. White receives the contact information for Mr. Cornell Sims. Mr. Davis acknowledged Lt. Henderson and Sgt. Foy for taking time to work with our young people, through the Riverdale Explorer program. He informed everyone Mr. Miguel Southwell was recently awarded the General Manager position for Hartsfield-Jackson International Airport.

Council Member Wanda Wallace, Ward 3

Council Member Wallace Thanked everyone for attending tonight's meeting.

Council Member Kenny Ruffin, Ward 4

Council Member Ruffin thanked everyone for their time, and extended congratulations to the young students in special acknowledgement of their academic and athletic achievements.

Mayor Evelyn Wynn-Dixon, At-Large

Mayor Dixon thanked everyone for attending Council Meeting. she acknowledged recent events hosted by City of Riverdale including HATtitude Mothers Day Brunch and Destined for Greatness Concert. She mentioned a recent meeting she attended in partnership with Mayor Kasim Reed (Atlanta), and Mayor Reed's commitment to work in unison with Metro Atlanta Mayors to obtain overflow business and economic development from Atlanta. The City of Riverdale was awarded the Certificate of Sustainability from USAgain, which represents our shared success in greening our community.

ADJOURNMENT: Council Member Wanda Wallace moved to approve; second offered by Council Member An'cel Davis and with a unanimous vote of 4/0, the meeting adjourned at 8:32PM.