

# BUSINESS MINUTES

# February 9 2015

The Riverdale Mayor and City Council met on Monday, February 9, 2015 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

CITY MANAGER  
E. Scott Wood

CITY ATTORNEY  
L'Erin F. Barnes

MINUTES PREPARED BY:  
Sherry D. Henderson  
Office of the City Clerk



**CITY OF RIVERDALE  
MAYOR AND COUNCIL MEETING  
MONDAY, FEBRUARY 9, 2015  
BUSINESS MINUTES**

**CALL TO ORDER/WELCOME:**

Meeting was called to order at 7:13PM

**ROLL CALL:**

All members of Governing Body were present at the meeting. With a quorum, the meeting was called to order.

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

**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):**

**Deletion(s):** Council to consider approval of City Manager to waive permit fees for Metro Atlanta Rapid Transit Authority (MARTA).

**Tabled:** **None.**

**Postponed:** **None.**

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



**CONSENT AGENDA:**

Items listed on the Consent Agenda are considered routine by the Council and will be approved by one motion. No separate discussion will take place on these items. If discussion of any Consent Agenda is desired, the item will be moved to the Regular Meeting.

- **Council to consider adoption of January 26, 2015 Mayor & Council Meeting Minutes.**

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

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

**PUBLIC COMMENT (5 minute limit):**

**Linda McQueen – Heartburn Foundation**

7787 Bar Harbour Dr. Riverdale, GA

RE: 8<sup>th</sup> Annual Dinner & Dance Fundrasier, Sat. March 7, 2015

Ms. Linda McQueen presented at Council Meeting, and spoke before the Governing Body about the Heartburn Foundation and upcoming Fundraiser event. The Heartburn Foundation supports families that have endured horrific fires and suffered burns, in need of assistance.

Mardi Gras in Atlanta Masquerade Charity Ball is a “Party With A Purpose” fundraiser, scheduled March 7, 2015 at the Westin Atlanta Airport Hotel. The event will be held 6PM-11PM. Tax deductible tickets are \$65.00 and \$650.00 for table for 10 guests. The fundraiser will include prizes and Auction. Riverdale Fire Services, Fire Chief Willis is a guest speaker.

Ms. McQueen thanked Mayor and Council for their time, asked for their continued support and attend this year’s program.



**RESOLUTION(S):**

- **Council to consider approval of City Manager to waive permit fees for Metropolitan Atlanta Rapid Transit Authority (MARTA).**

**This measure was deleted from the Agenda- No Action.**

- **Council to consider approval to authorize Finance Director to issue refund to Willie Watkins Funeral Home.**

In 2012, Willie Watkins Funeral Home provided \$2,500.00 donation to the City of Riverdale for the purchase of gateway signs. The money was not used for the gateway signs. At this time, Mr. Watkins has requested a refund. In the best interest of the City and it's citizens, It is the recommendation of Legal Counsel to issue a refund check to Willie Watkins Funeral Home in the amount of \$2,500.00.

For the record, City Attorney Barnes would like to change the resolution to reflect the money was not donated for landscaping. However, the donated money was to be used for gateway signs for the City of Riverdale. For accuracy, the resolution was re-worded for the vote.

**MOTION:** Council Member Wanda Wallace moved to approve the measure. Council Member Kenny Ruffin moved to second the motion. **Resolution No. 26-02-2015 was APPROVED, by a vote of 3/2**

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

- **Council to consider the creation of the Fleet Maintenance Coordinator position.**  
(effective immediately)

The duties and responsibilities within the Fleet Maintenance Department requires a new position that would be a great asset to the City of Riverdale workforce.

The Fleet Maintenance Coordinator serves as the principal assistant to the Director of Fleet Maintenance, the responsibilities of the Fleet Maintenance Coordinator includes assisting in the administrative support to the Fleet Director; provide daily fleet status on "in-shop", "awaiting-

shop” and “returned to service vehicles”; review daily fuel poll data; provide weekly fuel use reports; process daily invoices for payment; maintain daily vehicle repair access database on all city vehicles; provide Bi-weekly vehicle expense report; provide Bi-weekly fuel use report; setup a quarterly review meeting with all Fleet Liaison Representatives and other departments with Fleet Director; maintain a daily working relationship with City fleet vendors and City employees; provide excellent customer service; assist the Fleet Director with all other task that may come to the Fleet Department

The Fleet Maintenance Coordinator is distinguished from the Fleet Director in that the Fleet Director is primarily responsible for the day-to-day management of the Fleet Department, city employee and vendor vehicle maintenance support. The Fleet Maintenance Coordinator is accountable for accomplishing the goals and objectives for the office and for furthering the City Fleet Vehicle Policy and Procedure guidelines.

**Mayor called for questions from the Board.**

For clarity, Council member Stamps-Jones wanted to ensure the resolution was read correctly.

City Attorney Barnes stated the current resolution states to be “effective immediately”. If it is the pleasure of the Board to approve, but effective at a later date, the resolution would need to be amended.

Council Member Stamps-Jones understood.

**MOTION:** Council Member Wanda Wallace moved to approve the measure. Council Member Kenny Ruffin moved to second the motion. **Resolution No. 27-02-2015 was APPROVED unanimously, by a vote of 4/0 (effective immediately)**

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

**MAYOR AND COUNCIL COMMENT(S):**

**Council Member Stamps Jones, Ward 1:**

Council Member Stamps-Jones thanked everyone for coming out. She asked everyone to have positive thoughts for Bobbi Kristina. Ms. Stamps-Jones exclaimed, she loves Riverdale and I love what she does for the citizens of Riverdale. In the past, she has mentioned the addition of a statute in Riverdale. She hopes the Board seriously considers this proposal as an opportunity to further define our city.



**Council Member An’cel Davis, Ward 2:**

Council Member Davis thanked everyone for attending the Council Meeting. He asked everyone to keep Bobbi Kristina and her family in their thoughts. He extended kudos to Mr. Wood, Ms. Moore & staff, and Code Enforcement for their quick reaction pursuant to the request to investigate the safety of property located at 6504 Camp Street, Riverdale, GA (abandoned and vacant property).

**Council Member Wanda Wallace, Ward 3:**

Council Member Wallace thanked everyone for coming out tonight. She wished everyone a safe drive home.

**Council Member Kenny Ruffin, Ward 4:**

Council Member Ruffin thanked everyone for attending the Council Meeting. He stated the city is currently working on getting a Baseball Scoreboard. We hope to have in place next month.

**Mayor Evelyn Wynn-Dixon, At-Large:**

Mayor Dixon thanked everyone for attending the Council Meeting. The City is moving forward with a lot of activities. The Library recently hosted a youth forum, which was well attended. She recently attended the Congress David’s Scott Annual Military Academy Ceremony recognizing Clayton County Students. Mayor Dixon invited everyone to attend the “Bobbi Kristina Brown Vigil” immediately following Council Meeting, at the Riverdale Amphitheatre.

**ADJOURNMENT:** There being for further business to come before Mayor and Council, Council Member Wanda Wallace moved to adjourn; second offered by Council Member An’cel Davis and with a unanimous vote of 4/0, the meeting adjourned. The time was 7:33PM.

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**Minutes Approved By:** \_\_\_\_\_  
*Dr. Evelyn Wynn Dixon, Mayor*

**Attested By:** \_\_\_\_\_  
*Sherry D. Henderson, Office of the City Clerk*