

**Mayor and Council Meeting
Work Session Minutes
June 11, 2012 6:00PM**

The Riverdale Mayor and City Council met on June 11, 2012 at 6:03PM 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 6:03PM.

Roll Call

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

Approval of the Agenda

The following amendments were made to the agenda:

Addition(s): None.

Deletion(s): None.

Postponement(s): None.

Tabled Item(s): None.

The Agenda was approved by general consensus.

City Manager's Report

City Manager, Iris Jessie, advised Mayor/Council regarding the new fee schedule and the sanitation agreement (see exhibit A: Sanitation Fee Schedule). Ron Grider, with Charles Abbott Associates, provided a report on the existing fees which were disproportionate to the work being done. He advised that citizens ought to incur a fee in keeping with the size and scope of the work done.

Camilla Moore, Director of Planning and Zoning, added that in place of a flat three hundred dollar (\$300.00) fee for additions and upgrades to homes. She added that residents would be assessed a fee based off an evaluation issued by Planning and Zoning.

Update on the Service Delivery Strategy

Iris Jessie advised that the agreement reached by the municipalities provided that the Service Delivery Strategy would limit the engagement of Attorney Fincher in arbitration. She further stated that a joint agreement would be contingent upon the approval of every city involved.

Overview of Items that appear on the Business Session Agenda:

Mayor Dixon asked if there were any questions or concerns about the Business Session agenda. There were none posed.

Overview of Proposed Review Process for Appointed Officials:

Ms. Stephanie Thomas, city clerk, informed that Mayor and Council that she wanted to revisit the evaluation process for appointed officials to ensure that everyone was on one accord. She reiterated that the consensus that was reached at the previous meeting was to implement the following:

- Evaluate the City Attorney, City Clerk and City Manager.
- The Evaluation Process would commence in March, a follow-up sessions in June and October.
- The official evaluation form would be that of which Council Member Ruffin recommended (see exhibit B: Sample Evaluation Form).

Overview of Credit Card and Travel Policy for the Governing Body:

Ms. Thomas provided the Mayor and Council with a recap of what was discussed at the previous meeting. She reminded the Mayor and Council of Council Member Ruffin's recommendation to add the following provision to the credit card policy:

- Unauthorized charges must be repaid within 45 calendar days. The city manager and finance director will determine if an item is unauthorized.

Ms. Thomas asked the pleasure of the governing body was to be guided by the Employee Travel Policy. There was general consensus to have a policy developed specifically for elected officials.

Adjournment

There being no further business to come before Mayor and Council, the meeting adjourned at 6:56 PM. Council Member Kenny Ruffin motioned to adjourn. Council Member Wanda Wallace seconded.