



**Mayor and Council Meeting
Work Session Minutes
April 22, 2013 6:00PM**

The Riverdale Mayor and City Council met on April 22, 2013 at 6:00PM 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 6:00PM.

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:

Interim City Manager, Karl Kelley, commended Cie Cie McGhee and the staff of Cultural Affairs for securing the Riverdale Towne Centre as a hosting site for students taking the Criterion-Referenced Competency Test (CRCT). He stated that if the program was a success the Riverdale Town Centre could be a potential hosting site annually. He further stated that Sherry Henderson was instrumental in ushering in the program and that it was estimated to bring \$13,000 in revenue to the City.

Mr. Kelley asked the Board to provide him with what it felt was necessary to include in the City Manager's Report in the future.

**Update on Riverdale Downtown Development Authority (RDDA) Activities
Presentation by Executive Director of Downtown Development Authority, Michael Syphoe**

RDDA Executive Director, Michael Syphoe, gave a video presentation of the City's marketing campaign. He said that the video would be completed in two weeks and would be submitted in a package to the State Office of Economic Development, and used to attract transnational corporations to the state of Georgia. He further stated that the video would be presented at a conference in S. Korea for the Immigrant Investment Program.

Mr. Syphoe advised that the Emory Care Network would be expanding into the South Atlanta region and making a ten million dollar investment into Southern Regional. He advised that the facility would be named Emory Healthcare. He further advised that the City has plans to convert Riverdale Elementary into a business incubator. He stated that the City was now eligible to receive funds to develop the business center and that the RDDA would be applying for grant funds in the summer months.

He advised that the RDDA was working with the Sheriff's Department to help existing real estate agents and property owners with eradicating the presence of graffiti in neighborhoods. He discussed the progress of the construction of the Willie Watkins Funeral Home. Mr. Syphoe went on to advise that a new ordinance has been passed in the County requiring restaurant owners to have a 3,000 galloon grease trap. He said that the City was talking with micro loan lenders to help small businesses get loans to get the required grease traps.

Council Member Davis asked about the frequency with which the RDDA could provide updates on the business of the City.

Mr. Syphoe advised that he would be able to provide a quarterly update; that having quarterly updates would allow him to be able to advise the board on deals that are passed the discussion phase and have been closed. He advised that property owners are seeing the market recover and are raising their asking prices, making it difficult to attract buyers. Mr. Syphoe further stated that the old Piccadilly restaurant had the interest of restaurateurs, "This Is It"; however, the owners determined that the location would be too close to its Fayetteville location. He further advised that the City has attracted a tenant for the old Blockbuster store, located on HWY 85; the owner is based out of California. He further advised that the construction of Atlanta Area Tech (AAT) is hinged upon public transportation being brought to the City; that forty-six percent of the student population is comprised of bus commuters. He said that the State does not foresee funding the project. Mr. Syphoe further stated that AAT was also considering an owned and operated shuttle service as an alternative.

Council Member Davis asked about the update of the old Riverdale Elementary school building.

Mr. Syphoe advised that the City has a lease between Clayton County Public Schools (CCPS) and the RDDA. He stated that the RDDA has identified some outside funding for a business incubator project. He said that the RDDA has to form a 501(c)3 in order to receive grant monies. He further stated that he would like to have the police and fire departments housed at the facility for security. He said that RDDA had a very good discussion with the ChickFila Foundation involving funding.

Mr. Kelley advised that the utilities on the building were at a very affordable rate and that the building was structured in way that would help to control energy usage. He said that the City would only need to provide heating and air to those utilizing the building.

Mr. Syphoe advised that the funding from the ChickFila foundation would also cover energy costs.

Council Member Wallace asked if the City would have to fund if the ChickFila Foundation were not able to fund.

Mr. Syphoe said that the energy cost for the building in its vacant state would average \$225/mo.; with 80-100 people using the building the cost would be \$425/mo.; the power bill is estimated to be \$375-\$450/mo. He stated that anyone that sublet use of the building would be paying for its own energy usage. Mr. Syphoe said that he was not asking for any funding from the City, only security, at this time.

Council Member Wallace asked Mr. Syphoe about a three to five year business plan for the new project.

Mr. Syphoe advised that the RDDA was waiting for the demographic profile to come from the economic development strategy to ensure that it was current (before being incorporated into the plan).

Mr. Syphoe and Council Member Wallace had a brief discussion clarifying the City's role in the lease agreement between the RDDA and CCPS; that the RDDA was executing the lease independent of the City. Mr. Syphoe said that any monies the City issued to the RDDA would be repaid.

Council Member Ruffin asked if there were any exceptions to the grease trap ordinance.

Mr. Syphoe advised that there would be no exceptions; that every business must have the new required grease trap upon renewing their business licenses.

There was a discussion of the removal of the city manager from the RDDA Board. Mr. Kelley advised that the abandoned seat (which took effect upon the former city manager's resignation) was to be filled by the new city manager.

There was further discussion regarding a conflict of interest provision in the City charter regarding members and appointed officials serving on boards.

City Clerk, Stephanie Thomas, advised that the matter needed to be reviewed to determine the appropriateness of a future appointed official serving in a similar fashion. She added that the code does not allow for the city manager to serve on a city advisory board.

Mr. Syphoe said that the former city manager never voted on any matters in the RDDA and served as ex-officio.

Council Member Wallace asked Mr. Syphoe about sponsorship for the amphitheater.

Mr. Syphoe advised that he had not received an answer from any of the sponsors solicited. He said that Southwest Airlines said that the City's market was too small for it to provide that level of sponsorship, but that the corporation had not given an affirmative decline of sponsorship. He said that he had furnished the Board with information that the businesses were requesting.

There was brief discussion about the number of new businesses that had recently come to the City.

There was also a discussion about the use of the old elementary school for housing public safety personnel.

Fire Chief Nishiyama Willis advised that the facilities would be used for additional bunking areas to accommodate new fire personnel.

Transitional Process of New City Attorney, Council Member Wallace

City Attorney, Matthew LaVallee, advised that all of the materials from the former city attorney had been retrieved. He said that he needed to review the archived files to determine which were eligible for disposal. Mr. LaVallee advised that he would also be reviewing the open cases that the former city attorney was handling. He said that he and the former city attorney reviewed matters that needed immediate attention.

Council Member Wallace asked Mr. LaVallee to come back before the Board at the next council meeting to advise the number of open cases the City is involved in.

The Board reached consensus to issue a deadline of April 30, 2013 for the transitional process to be complete.

Discussion about items that appear on the Business Session Agenda

There was no discussion about items that appear on the Business Session Agenda.

Agenda Items for the next meeting:

Council Member Wallace advised that an update on the Bartos contract be given, as well as discussion of a financial audit.

Adjournment

There being no further business to come before Mayor and Council, Council Member An'cel Davis motioned to adjourn into an Executive Session to discuss a personnel and legal matter. Council Member Stamps-Jones seconded. The time was 6:46PM.