



**Mayor and Council Meeting
Work Session Minutes
September 9, 2013 | 6:00PM**

The Riverdale Mayor and City Council met on Sept 9, 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 Pro Tem Stamps-Jones called the meeting to order at 6:05PM.

Roll Call

All members of the governing body were present for the meeting, with the exception of Mayor Dixon. Mayor Pro Tem Honorable Cynthia Stamps-Jones lead 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.

Overview of Request 2013 Municipal General Election Call Resolution

Stephanie L. Thomas, CMC (City Clerk) presented the proposed resolution. She stated that 2013 is an election year. The purpose of this agenda item is to officially establish the Call for the 2013 General Municipal Election. Additionally, the resolution provides for the appointment of the Election Superintendent, poll workers and the scheduling of the Logic and Accuracy (L&A) Testing. Once approved by the governing body, the Call for Election and L&A Testing will be advertised in the county's legal organ and the public will be invited to attend and observe the testing.

Honorable Stamps Jones called for questions and/or concerns from the Board. There were none.

Overview for Request for Proposal (RFP) for Landscaping and Grounds Maintenance Property owned by City of Riverdale, Bennie Rose Director of General Services.

The City of Riverdale via the General Services Department is seeking the services of a Landscape Company to perform and complete the Landscape work and detailed assignments pertaining to City of Riverdale grounds. Mr. Benny Rose requests the Board to approve and allow the bid process to proceed to secure competitive rates and services for the City of Riverdale.

Honorable Stamps Jones called for questions and/or concerns from the Board, City Attorney and City Manager.

Council Member Davis stated the need to confirm the contractor double check their work to ensure service is completed and nothing over looked. Benny Rose agreed.

Council Member Wallace inquired about the process we use to advertise the Request for Proposal (RFP). It was stated that we post on the City's website, Georgia Municipal Association's website and companies that we may have previously worked with. Council Member Wallace expressed concern about ensuring that small businesses are aware of the opportunity to work with the government and take advantage of the bidding process as well. She also inquired about the current vendor mowing grass into storm drains. She said it is simply not acceptable to blow grass into the streets and drains.

Benny Rose stated the contractors are aware they are not supposed to allow grass to go into storm drains. Mr. Nate Mingo suggested the current landscape company perhaps is at fault, and stated a new company will certainly know not to do that in the future. Mr. Mathew Lavallee added notice will be given accordingly as it relates to how the bidding process is carried out. He pointed out that the City's policy calls for an ad to be placed in the legal organ or on the website.

Council Member Ruffin indicated the football field is in bad shape, with dirt & weeds and certainly needs attention.

Benny Rose stated that he had spoken to the Clayton County Parks and Recreation Director and it was suggested the Ball fields are tended to twice a week. He said the recommendation was to allow the sod to settle and for the sod to be replaced during the off season in November. He said the City is not able to do so during Football and Baseball Seasons. He added that this is typical for all football fields.

Council Member Ruffin mentioned Riverdale High School has a Horticulture Department and inquired if we could allocate space for the students to tend to.

Mr. Benny Rose suggested the Pond area behind the Riverdale Centre. He said it could help beautify the space for weddings and special events, and allow the students to develop their trade, skills and talent.

Camilla Moore stated she would like the major corridors maintained on Hwy 85, as part of the Landscaping Request for Proposal, based on the standards indicated in the Landscaping Ordinance. She stated that this would help beautiful Hwy 85. She added that this would eliminate the need to solely rely on the small business to maintain this.

Honorable Stamps Jones called for additional questions and/or concerns from the Board, City Attorney and City Manager.

There was consensus to bring the Landscaping (RFP) for consideration at business meeting.

Update for Request for Qualifications (RFQ) for Video Surveillance Cameras presented by Samuel F. Patterson, Chief of Police

Chief Patterson stated that he communicated with Lemmy Paskel, IT Director, regarding the surveillance cameras for all key points. He stated that his desire is to create a compatible solution. Chief Patterson said The Police Department will continue to provide emergency services at 971 Wilson Road and the Riverdale Regional Park with manual patrol of officers. He said with the assistance of Mr. Nate Mingo and Lemmy Paskel, he is confident they can create a plan and develop a Request for Qualifications (RFQ) that identifies an emergency response strategy for the Riverdale Park and 971 Wilson Road that will be compatible to the system the IT Director proposed earlier in the year at the Mayor & Council Retreat.

Honorable Stamps Jones called for questions and/or concerns from the Board, City Attorney and City Manager.

Council Member Wallace inquired about how long it would take to bring the RFQ back to the Board for review. She was concerned about the imaging and asked if that would be addressed during the RFQ process.

Chief Patterson indicated the terms of the RFQ can be presented at the first Mayor and Council Meeting in October 2013. He said the City of Riverdale is looking for high resolution, digital video and several companies offer that technology. He said we will be able to see clear, color images of activity and perpetrators.

Update for RDDA Projects presented by Mike Syphoe, Executive Director of the Riverdale Downtown Development Authority.

Mr. Mike Syphoe presented the governing body with an update on the Riverdale Downtown Development Authority's activities. He provided a copy of the Clayton County Strategic Economic Development Plan (See Exhibit A). The Sleep Inn was recently purchased by Jamison Inn with a new rate structure and renovations.

He said the tenants for the old Blockbuster building have been confirmed. He said the Urgent Care Facility for Concentra will be moving in and sharing the space along with a Verizon mobile office. He said the anticipated move-in is 60-65 days.

Mr. Syphoe reported that the Kroger Plaza will receive a \$2.5 Million restoration. He said the project will certainly put the Riverdale Town Center in a favorable light.

Mr. Syphoe said the Riverdale Downtown Development Authority is revamping its marketing materials to further showcase the Riverdale Town Center. They are moving away from the Hotel Model and focusing more on the Business Model.

At present, Mr. Syphoe does not anticipate another big box retailer moving into the Lowe's building. He is negotiating with Lowe's to strategically reduce the \$4.8 million asking sales price (which will be a tax exemption for Lowe's). The high price point has deterred a lot of buyers. Lowe's can sell the property to the City of Riverdale for \$4.3 million. The City of Riverdale could then sell the property to a potential buyer @ \$4.3 million. Doing this will take \$500,000 off the asking price, and will afford Riverdale Downtown Development Authority the opportunity to aggressively market the Lowe's building and provide buyers an incentive.

Mr. Syphoe said there are currently two (2) tenants in the Riverdale Center for Innovation; however, there are eight (8) more tenants preparing to move in.

Mr. Syphoe indicated that a full-time Public Relations person should be hired to market the City. He stated it would be a huge benefit to have someone internally to assist the Riverdale Downtown Development Authority.

Mr. Syphoe indicated that Chase Bank may possibly leave the city because bank deposits are down. He said more people are "banking" with check cashing facilities and package stores. He further stated that most package stores offer money orders, check cashing and western union services.

Honorable Stamps Jones called for questions and/or concerns from the Board, City Attorney and City Manager.

There were none posed.

Update for Engineering Services Request for Proposal (RFP) presented by Camilla Moore, Director of Planning/Zoning, CD, ED & Business Services

Camilla Moore indicated her staff will have the RFP updated and back to the Board in January 2014.

Proposed Annexation of Area 9 Camilla Moore, Director of Planning/Zoning CD, ED & Business Services

Camilla Moore presented the Board with information regarding the proposed Annexation. Staff requested the governing body to consider Annexation of Area 9. Camilla Moore provided a map of Area 9 (Exhibit B)

Honorable Stamps Jones called for questions and/or concerns from the Board, City Attorney and City Manager.

Matthew Lavalley recommended to the governing body to send notice of intent to the County. Camilla Moore agreed, and stated that would be done accordingly before moving forward.

At this time, Ms. Moore hasn't experienced any push back from previous conversations regarding possible annexation. She emphatically stated that the County will still receive its taxes.

Council Member Wallace congratulated Camilla Moore on a well prepared Annexation Plan for the City.

Livable Centers Initiative Update by Camilla Moore, Director of Planning/Zoning, CD, ED & Business Services

Ms. Moore reminded that governing body that In 2006 the City of Riverdale was awarded a Livable Centers Initiative grant. She stated that an update was due in 2009. She reported that at the time, the Riverdale Regional Park was not built and construction on the Town Center had not commenced. Ms. Moore provided the governing body a copy of the report that must be submitted.

Honorable Stamps Jones called for questions and/or concerns from the Board, City Attorney and City Manager.

There were none.

Short Term Work Plan by Camilla Moore, Director of Planning/Zoning CD, ED & Business Services.

The State of Georgia requires each jurisdiction to produce a comprehensive Land-Use Plan. Each jurisdiction was asked to create a waiver until they work out the details. Ms. Moore presented the Board with a proposed short term work plan that will be submitted on the city's behalf. Short term work plan does not require public hearing.

Honorable Stamps Jones called for questions and/or concerns from the Board, City Attorney and City Manager.

There were none.

Adjournment

There being no further business to come before Mayor and Council, Council Member Wanda Wallace motioned to adjourn the work session. Council Member An'cel Davis seconded. The time was 7:00PM.