

The Riverdale Mayor and City Council met on May 13, 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; Council Member Stamps-Jones was absent.

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, advised that due to the number of discussion items on the Work Session agenda he had asked the contractor that was to provide updates on the parking deck construction to come to the next meeting. He advised that the City had the land disturbance permits and that he would review them Tuesday, May 14, 2013. He further stated that the contractor brought to him the ninety percent plans for the parking deck. He told Council Member Davis that once land disturbance permits were received the City could begin construction as early as post Memorial Day. He advised that he, Matthew LaVallee (City Attorney) and Mayor Dixon recently met with the Clayton County staff attorney to discuss moving forward with the intergovernmental agreement.

Mr. Kelley provided handouts listing the final payout for former city manager and finance director. He stated the total amount due to each former employee, respectively, including unused sick leave and vacation time.

Council Member Wallace asked if the former employees, in accordance with the employee handbook, had made a written request for their reserved sick leave.

Mr. Kelley advised that he was unaware if the request had been made; that HR director, Jacquette Jackson, would be able to provide that information; and that she was currently unavailable due to illness.

There was a brief discussion between Council Member Wallace and Mr. Kelley regarding the issuance of deferred payment payout for the former city manager.

Council Member Davis asked Mr. LaVallee to review the contract of the former city manager to determine if said employee opted to defer a contracted pay increase.

Mr. Kelley advised that it was his understanding that the former city manager opted not to take a pay increase during the turbulent economic time the City was experienced.

Council Member Ruffin affirmed.

Mayor Dixon affirmed.

Council Members Davis and Wallace advised that the former city manager had opted to abdicate the increase; not to defer the increase to a later time.

Council Member Davis asked the Board who was responsible for overseeing the leave time of the former city manager.

Mayor Dixon advised that she had no knowledge of who was to monitor the former city manager's leave and that it was a matter for Human Resources to research.

Mr. Kelley advised that HR monitors vacation and leave time, not necessarily hours worked.

Mayor Dixon advised that she had only begun within the final month of the former city manager resigning signing leave slips for the city manager and city clerk.

Council Member Ruffin advised that there a policy in place that monitors leave.

Council Member Wallace recommended implementing a tracking system to monitor leave of department heads.

Mayor Dixon stated that there was a policy in place for leave.

Consensus to Appoint a Voting Delegate for the GMA Annual Convention.

The Board reached a consensus to appoint Council Member Davis as the representative of the Georgia Municipal Association.

Overview of Budget Amendments by Council Member Wanda Wallace.

Council Member Wallace asked for an amendment narrative from each department head.

There was a brief discussion regarding the budgetary spending in the Fire Services department.

Council Member Wallace stated that there were several positions which needed funding.

Mr. Kelley advised that he would recommend going forward with the budget amendment to continue funding the temporary position as well as the chief deputy position. He said that he recommends a delay of all hiring and pay increases for the 2014 fiscal year until later in the year.

Council Member Ruffin advised that there needed to be a search for the city manager. There was a brief discussion about employee pay increases.

Mr. LaVallee advised that the discussion be restricted to the budget amendment.

Discussion of Sanitation Taxes for Seniors by Ann Smith, Tax Collector.

Tax Collector, Ann Smith, advised that she made a proposition to the City Attorney to change the ordinance which provides for the issuance of sanitation tax exemptions to senior citizens and disabled veterans; to lower the minimum income requirements and; to require that applicants live in the City for five consecutive calendar years.

Mayor Dixon advised that the income ceiling was too high.

Council Member Davis asked if the rate could be reduced and to review the impact.

Council Member Wallace asked what the age cap would be.

Ms. Smith advised that the age of eligibility is sixty two (62) and the maximum earned income is \$30,000.

Council Member Wallace asked how the exemption would impact the franchise fee revenue paid to the City.

Director of Planning and Zoning, Camilla Moore, advised that the City would be able to issue a reduced rate to eligible seniors; that the franchise fees cover them. She recommended that the City calculate the number of eligible citizens and determine if the franchise fees (\$14,000 annually) would cover the eligible citizens.

Council Member Wallace recommended that eligible citizens be required to be residents.

Mr. LaVallee advised that anytime special provisions are made for a protected class it poses a potential liability.

Discussion about the Rescheduling of the Next Mayor/Council Meeting for Memorial Day

There was a consensus reached to reschedule the next Mayor/Council meeting for Tuesday, May 28, 2013.

Discussion about items that appear on the Business Session Agenda

There was consensus reached to amend the business session consent agenda to vote for the City's representative on the Georgia Municipal Association.

Agenda Items for the next meeting:

Council Member Wallace advised that an update on the Bartow 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 Wanda Wallace motioned to adjourn into the Business. Council Member An'cel Davis seconded. The time was 6:57PM.