



**Mayor and Council Meeting  
Work Session Minutes  
May 28, 2013 6:00PM**

The Riverdale Mayor and City Council met on May 28, 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:**

City Manager, Karl Kelley, briefed the Board on the new updates to the City's insurance provider. He stated that the City has had several meetings with its current insurance broker. He further advised the total cost of covering the City's employees. He stated that City is not proposing that it change the percentages of coverage to employees. He advised that the current carrier offered to continue the coverage with an increase of thirty three percent. He stated that Kaiser Permanente had offered a plan comparable to the City's current plan. He asked for census from the Board to move forward with securing the plan offered by Kaiser Permanente.

Mayor Dixon asked the Board for questions and/or comments.

Councilman Davis had no comment.

Councilmember Stamps-Jones said that the report was thorough and comprehensive.

Councilmember Wallace asked if the employees would be able to keep their current physician if the Kaiser plan was adopted.

Human Resources Director, Jacquette Jackson, advised that an employee could keep his/her current physician by paying a higher premium.

Assistant City Manager, Nathaniel Mingo, and Ms. Jackson, advised that the City had addressed several common concerns had by Kaiser clients (preexisting conditions, prescription costs, locations, wait time, etc.).

Councilmember Wallace asked for a booklet from the company.

Ms. Jackson advised that the deductibles would remain the same for seventy three percent of the City's employee population.

Councilman Ruffin advised that Kaiser was notable for its preventative care program.

Ms. Jackson advised that the City would retain its vision care provider.

Mr. Mingo advised the Board of the alternatives available to the City.

Mayor Dixon advised the Board of the inter disciplinary program provided by Kaiser.

Councilmember Stamps-Jones advised that the service of Kaiser has improved significantly.

The Board reached a consensus to move forward with engaging Kaiser Permanente.

### **City Employee Name Badges**

Mr. Kelley advised that the City had completed the order for name badges that would be issued to each employee.

### **Audit Firm Proposal Reviews**

Mr. Kelley advised that the audit firm responses had been reviewed by an executive panel. He provided the Board with names of the top two auditing firms from which the City would be seeking quotes (Mauldin & Jenkins; Clifton Hardisson and Parker). He advised that it was staff's recommendation to retain the services of Mauldin and Jenkins.

Council Member Ruffin and Mr. Kelley discussed the employee training procedures Mauldin and Jenkins provides in its services.

Mr. Mingo advised that the training program came highly recommended by finance director, Lynette Batiste.

There was a brief discussion regarding the bid proposals between Councilmember Wallace and Mr. Mingo.

Council Member Stamps-Jones asked how long the current auditor had been in relationship with the City. She stated that she would like to know more about the training program.

Council Member Davis stated that it was important for department heads to be at the work session meetings, so that the Board could get information pertinent to the discussion items. He stated that at a recent training he was advised that cities change auditors every five years.

Council Member Wallace suggested having a third auditing firm.

The Board reached a consensus to add a third auditing firm.

**Overview of Business Incubator Concept by Mike Syphoe & Special Guests.**

Director of the Downtown Development Authority (DDA), came before the Board to provide the layout of the business incubator. He stated that the name the Riverdale Center for Innovation; that it would serve as a charter school (Scholar's Academy, occupying 40,000 sq. ft.) and a business incubator. He explained the services that each business would provide.

Mr. Jerome Hall, came before the board to advise it on the services his engineering firm provides. He advised that his firm was one of the only firms in the Atlanta area that trains skilled railway engineers. He further advised that his firm would help to create nine hundred new jobs.

Mr. Syphoe advised that the Center was eighty six percent leased. He asked the Board if the City could authorize police and fire services to set up in the new building. He further stated that each business would be responsible for providing its own telephone services. Mr. Syphoe advised that the DDA would need help with lawn care maintenance.

Council Member Wallace asked if the City could use the current lawn care contractor to provide service to the Center.

There was a brief discussion about the timeframe for the DDA to relocate to the new building. He said that there were some upgrades that needed to take place in order to make the building move-in ready.

Mr. Kelley explained to the Board some of the logistical setup strategy to house the police and fire.

Council Member Stamps-Jones asked how soon the DDA would need the police to set up in the Center.

Mr. Syphoe advised that he needed the police to be housed in the new building as soon as possible.

Council Member Davis and Mr. Hall discussed the possibility of Riverdale citizens taking advantage of the job opportunities that would come as a result of his firm being headquartered in the City.

Mr. Syphoe advised that the Center would be established as a non-profit 501(c)3 organization.

**Bartos Contract Update presented by Karl Kelley, City Manager.**

Mr. Kelley advised that the City anticipated having land disturbance permits approved to begin construction of the parking deck. He then deferred to Mr. Bartos, who briefed the Board on the final measures that were taking place to begin construction of the parking deck. He advised that a preliminary design had been issued to staff that would be included in the final design.

Mayor Dixon opened the floor to the Board for questions.

Council Member Stamps-Jones had no comment.

Council Member Davis had no comment.

There was a discussion between Council Member Wallace and Mr. Kelley regarding the monitoring of the construction of the parking deck as well as the number of trees that would be removed resulting from the construction.

Council Member Ruffin said that he was concerned about how the construction would impact children using the park.

Mr. Kelley advised that the construction would take place within the parameters of the fence.

**Discussion about items that appear on the Business Session Agenda**

The Board reached consensus to amend the agenda to add the business agenda to reflect the City supporting the requests made by Mr. Syphoe.

**Agenda Items for the next meeting:**

There was no discussion of items that would appear on the next work session agenda.

**Adjournment**

There being no further business to come before Mayor and Council, Council Member Wanda Wallace motioned to adjourn into an Executive Session. Council Member An'cel Davis seconded. The time was 6:58PM.