



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

The Riverdale Mayor and City Council met on December 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 Evelyn Wynn-Dixon called the meeting to order at 6:02PM.

**Roll Call**

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

**APPROVAL OF AGENDA WITH ANY ADDITIONS/DELETIONS:**

The following amendments were made to the agenda:

**Addition(s):** None.

**Deletion(s):** None.

**Tabled:** None.

**Postponed:** None.

**DISCUSSION ABOUT EMPLOYEE BONUSES BY MAYOR DIXON.**

The City of Riverdale, not unlike most areas in the State of Georgia, went through an economic downturn that left many local governments having to resort to drastic measures to balance their budgets and lower expenditures. Some of the measures the City took to achieve a balanced budget includes: Employee furloughs, City paid 401K deferrals, the separation of part-time employees, no cost of living adjustments and the freezing/ defunding of some vacant positions.

Mayor Dixon reintroduced the \$1,000.00 Employee Bonus. She asked the Board to reconsider giving the employees the remaining balance of the \$1,000.000 that was available.

**Honorable Mayor Dixon called for questions and/or concerns from the Board.**

There were none.



**UPDATE FOR CITY OF RIVERDALE POLICE VEHICLE MAINTENANCE AND INSPECTION REPORT,  
SAMUEL F. PATTERSON CHIEF OF POLICE.**

The Riverdale Police Department is a value driven organization dedicated to our community and the protection of all who live in and visit our city. Our primary focus is public safety and the reduction of crime through strategic partnerships with the community. We achieve this mission by patrolling our community, enforcing the law and developing relationships with our stakeholders. Our primary means of transportation is the patrol car used by our patrol officers to respond to 911 calls and to patrol our neighborhoods. This vehicle is representative of our city, our community and our department and it is the working office of our patrol officers. The dignity of the community is often perceived by how we present ourselves to the public. We are proud to be Riverdale Police Officers and our equipment should also reflect our pride.

The financial impact to the city is yet to be determined, depending on our means of financing or leasing new vehicles. The average cost of a new police car with the necessary equipment is approximately \$35,000 and includes the cost of the vehicle, the video camera, the light bar, the radios, the Lidar (laser) device, the laptop/stand, five year/75,000 mile warranty and any other equipment necessary to outfit the vehicle.

The department is completely out of pool vehicles and we do not have vehicles for the two recent police officer hires nor would we have vehicles for the additional vacancies (two) that we are recruiting. The PowerPoint presentation includes the status of a number of vehicles that have a value that is less than the required mechanical repairs. We can either continue to repair those vehicles and purchase/lease a lesser number or we can double up our patrol officers and reduce our ability to have a widespread presence in the community.

It is recommended that we purchase/lease ten new police vehicles for use in the police department which would include two of them being assigned to Court Services, where our highest mileage patrol cars are in operation.

**Honorable Mayor Dixon called for questions and/or concerns from the Board.**

Council Member Davis inquired how soon the ten (10) vehicles would be available.

Chief Patterson responded, if approved, the Police Dept would receive the vehicles in approx. 10-12 weeks.



Council Member Stamps-Jones asked how much money can be recuperated for the surplus.

Chief Patterson stated that it depends on the mileage and condition of each individual vehicle. However, he estimated approx. \$2,500 for the 10yr old vehicles. He added that the money will go into the General Fund.

Council Member Stamps-Jones asked Don Turner, Director of Finance, to offer a recommendation for the purchase of new police vehicles.

Mr. Don Turner indicated the purchase of (5) five police vehicles are allocated in the approved budget. Mr. Turner recommended that the City utilizes GMA's Master Lease Program. He added that the City has used the program in the past to purchase vehicles.

Mr. Mingo, Interim City Manager, indicated we will not have to make payments until November 2014 under the lease/purchase option.

In response to an inquiry posed by Councilman Ruffin regarding the use of patrol cars, Chief Patterson indicated that Officer Barnes and Officer Stevenson has (2) two of the oldest cars in the fleet. Court Services Officers work with the Sheriff to serve warrants. Several of our officers are deputized to serve warrants. We want to make certain our Officers represent the City of Riverdale well at all times.

Council Member Wallace inquired about the general service fleet management for all vehicles, not just the Police Department. She would like to see a more substantial/comprehensive report for all City vehicles to ensure timely rotation and safety.

Mr. Mingo indicated that he will work with Mr. Rodney Pitts, Fleet Manager, to ensure this report is prepared and made available to the governing body for review.

**DISCUSSION TO ENTER INTO CONTRACT WITH TRUGREEN LANDCARE FOR 2014 PROFESSIONAL LAWNCARE FOR THE CITY OF RIVERDALE GROUNDS, ROW'S, AND REGIONAL PARK, BENNIE ROSE, GENERAL SERVICES DIRECTOR.**

The City of Riverdale landscaping services for the City of Riverdale and Regional Park which includes, but not limited to mowing, weed eating, edging, bed maintenance, aeration, fertilize, mulch, pruning, irrigation startup-monitoring-shutdown, mowing, ROW's and medians, and seasoning floral arrangements on specified City property, buildings, and right-of-ways.



The following companies participated in the Landscaping Bid process:

1. TruGreen Landcare
2. Greenside Landscape
3. Bobby Dodd Enterprise
4. Kings Landscaping
5. Premier Tree & Shrub

Based on proposed costs and services, staff recommends entering into a contract with TrueGreen Landcare for landscaping services for the City of Riverdale.

**Honorable Mayor Dixon called for questions and/or concerns from the Board.**

Council Member Wanda Wallace commented that she noticed equipment in the shed, and inquired why the City has not declared the items surplus.

Bennie Rose explained that there are several properties that staff members are responsible for managing and maintaining that is not included in the TruGreen contract. The equipment is needed for staff to use as needed.

Council Member Wallace questioned the \$94K 12-month contract with TruGreen. She pointed out that the company will admittedly do less during the winter months; therefore, the City should negotiate a more suitable rate.

Mr. Mingo indicated with the New Contract, TruGreen has reduced their asking price by \$6,000.00, and have agreed to provide more services for less money. They will have weekly meetings with the Director of General Services to discuss actions and ensure expectations are met. TruGreen is vested in maintaining the contract with City of Riverdale.

**OVERVIEW OF RESOLUTION NO. 37-12-2013 REQUEST TO PURCHASE EXTRICATION TOOLS PRESENTED BY, CHIEF OF STAFF DON COLE.**

Department of Fire Services asked the governing body to approve the purchase of (3) three extrication tools (also known as *The Jaws of Life*). The existing equipment is antiquated and in poor condition which makes it impossible to cut open the new high strength metals that are used in automobiles manufactured today. During the last maintenance check, the technician advised that all of the equipment is barely functional and parts/services will no longer be available.

Staff recommends the purchase of (3) three units in the amount of \$33,852.00 per unit.

**Honorable Mayor Dixon called for questions and/or concerns from the Board.**



Council Member Stamps Jones indicated 15 years old is a long time to have equipment. She asked why the request didn't come sooner.

Mr. Don Cole, Riverdale Fire Services, indicated that the units are serviced every year. He said within the problem was not identified until after Chief Willis commenced employment with the City.

Council Member Stamps-Jones posed a question to Mr. Don Turner and Mr. Nate Mingo about the City's ability to purchase (3) three new units at this time.

Mr. Don Turner responded that there is enough money in the budget to purchase all (3) three units.

Council Member Wallace commented on the number of requests for new purchases that have come before the governing body. She expressed concern about the City's financial health.

Don Turner indicated that the FY2014 budget is a very conservative budget. He said money will be going back into the Fund Balance even after these purchases.

Mr. Nate Mingo suggested the purchase of (2) two extrication tools at this time, with the purchase of the third unit at a later date.

**OVERVIEW OF RESOLUTION NO. 38-12-2013 REQUEST TO PURCHASE POLICE PATROL VEHICLES BY CHIEF SAMUEL PATTERSON.**

The City of Riverdale, in effort to provide continuous law enforcement services to the community, is in dire need of additional patrol vehicles. The request at this time is for the approval of the purchase of (10) ten new Dodge Chargers Police Vehicles for service in the patrol fleet.

Staff researched the acquisition of new police vehicles and has found the Georgia state contract to be by far the most economical way to lease/purchase new vehicles. Akins Ford/Dodge/Chrysler/Jeep in Winder, GA has the state contract and is awaiting our decision to purchase the vehicles.

The acquisition of the patrol vehicles and essential equipment will cost the City approximately \$350,000.00. The cost includes a (5) five year/75,000 mile factory warranty, emergency lighting, mobile radio and console, video camera system, cage and security equipment, laptop computer stand and Riverdale Police decals.



**Honorable Mayor Dixon called for questions and/or concerns from the Board.  
There were none.**

**OVERVIEW OF RESOLUTION NO. 38-12-2013 REQUEST TO DECLARE ITEMAS AS SURPLUS BY  
CHIEF SAMUEL PATTERSON.**

The Riverdale Police Department is requesting that (7) seven of our (10) ten oldest patrol vehicles be declared as surplus. The request is contingent upon the approval of the (10) ten new patrol vehicles. We would like to retain (3) three of our best 2003 patrol vehicles for use as pool vehicles in the police fleet maintenance.

There is no cost to the general fund associated with the disposal of these vehicles. The vehicles will be auctioned off to the highest bidder. Each vehicle is generally valued at approximately \$1,500.00 - \$2,000.00 each. The value of these vehicles would then be returned to the general fund.

**Honorable Mayor Dixon called for questions and/or concerns from the Board.  
There were none.**

**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 matter. Council Member Wanda Wallace offered the second. The time was 6:57PM.