



**CITY OF RIVERDALE
MAYOR AND COUNCIL
SPECIAL CALLED MEETING
WORK SESSION MINUTES
MARCH 3, 2014 | 6:00PM**

The Riverdale Mayor and City Council met on March 3, 2014 at 6:00PM for the purpose of conducting a Special Called Meeting 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 6:10PM

Roll Call

All members of the governing body were present at the meeting. Sherry D. Henderson, Interim City Clerk, declared a quorum.

Attendee Name	Title	Status
Evelyn Wynn Dixon	Mayor, At-Large	Present
Cynthia Stamps Jones	Council Member, Ward 1 Parliamentarian	Present
An'cel Davis	Council Member, Ward 2 Mayor ProTem	Present
Wanda Wallace	Council Member, Ward 3	Present
Kenneth Ruffin	Council Member, Ward 4	Present

PARLIAMENTARIAN TO READ RULES OF CONDUCT: Council Member Stamps-Jones.

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.

There was consensus to approve the Agenda.

UPDATE ON THE 2015 SPLOST INTERGOVERNMENT AGREEMENT WITH CLAYTON COUNTY, MAYOR EVELYN WYNN-DIXON.

Mayor Dixon recently attended meeting at Southern Regional Hospital and provided the Board an update to include Southern Regional Hospital formidable plan to reduce operational cost and provide significant savings.

City Attorney, L'Erin Barnes, reminded the Board originally City of Forest Park and City of Riverdale were only participating, because those 2 cities have 51% of population as required by law. However, we now have participation among all the cities in Clayton County.



Mr. Don Turner, Finance Director, stated if the city supported the 2015 SPLOST Intergovernmental Agreement to assist Southern Regional Hospital; it would not affect tax funds and general operations. If the City of Riverdale contributed \$2.9M, we will still have \$12,957,460 to work with.

L'Erin Barnes recommends the city enters into a voluntary Intergovernmental Agreement.

Mr. John Hancock, Clayton County Attorney, spoke in support as well.

Mr. Turner added, if the city agrees to this it will not have a huge impact on the City of Riverdale. However, if we do not offer support and Southern Regional Hospital fails, it would greatly impact the City of Riverdale negatively.

For reference, Mr. Turner provided the Board a spreadsheet with two SPLOST list, based on \$1.2M contribution and \$2.9M contribution, to allow the Board to make an informed decision.

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

Council Member Davis inquired if any of this is in writing regarding Southern Regional Hospital proposed cutbacks in operational cost.

Mr. Hancock indicated once everything is finalized there will be an official written agreement between Southern Regional Hospital and Clayton County.

The Finance Director, City Attorney, and Interim City Manager (Nate Mingo) recommends \$2.9Million input from the City of Riverdale.

DISCUSSION ON RIVERDALE DOWNTOWN DEVELOPMENT AUTHORITY (RDDA) IMPACT ON CITY FINANCIAL STATEMENTS AND OPEN DISCUSSION ON RDDA CURRENT STATUS WITH CITY, DON TURNER, FINANCE DIRECTOR.

Our audit firm is prepared to issue an adverse opinion on the RDDA financial statements. This discussion is to disclose the impacts on the City of Riverdale financial statements and discuss our options.

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

Council Member Davis inquired how we can turn this situation around. We can't allow a negative impact on the city.

Council does not have the authority to shut down nor dissolve the RDDA. However, Council can recommend a new RDDA Executive Director. Council has the authority to change the RDDA Board and appoint new members.

Council Member Wallace recommended bringing the Downtown Development Authority under the Economic Development (Camilla Moore supervision).

L'Erin Barnes recommended having a voluntary RDDA Director, and only pay him or her, once funds are generated. At this time, it may not be a "Mon-Fri 9am-5pm" job that requires full time pay.

Council Member Stamps-Jones addressed the Board. The city has supported RDDA wholeheartedly. We have continued to receive no interest in our investment. The RDDA Board is not accountable to the financial obligations and expenses. It is Council Member Stamps-Jones recommendation to create a new Board for the RDDA. We have identified the problem, now we need to solve it and move forward expeditiously.

The Plan of Action to include:

1. Move forward aggressively.
2. The Round table with the RDDA Board needs to happen before 3/24/2014.
3. If not, we will have Resolution drafted to replace RDDA Board Members added to the 3/24 Council Meeting.

Mr. Don Turner recommendation is to replace all members of the RDDA Board. It appears no one has been held accountable according to their By-Laws. He suggests Instead of paying Mike Syphoe, the city could use the remaining money to hire a City of Riverdale employee to work in that capacity under Camilla Moore.

Mr. Mingo will research what other options we have whether we can integrate DDA into our Economic Development Dept, under Camilla Moore. The DDA could also be its own stand alone department, and not under Camilla Moore.

Mayor Dixon suggests a formal letter be prepared and sent to Mr. Roland, with a list of the vendors with outstanding balances. A letter to advise Board Members terms has expired and it's time for new appointments.

OVERVIEW OF REQUEST FOR QUALIFICATIONS (RFQ) DISTRIBUTION TO SOLICIT VENDORS TO PROVIDE SUMMER CAMP SERVICES FOR 2014, CIECIE MCGHEE, DIRECTOR OF CULTURAL AFFAIRS.

The City of Riverdale's Department of Cultural Affairs & Leisure Services has offered a performing arts summer camp since 2011. The camp will take place at the Riverdale Centre for the Arts, Business, and Leisure Services Mondays through Fridays. During the eight weeks of camp, the campers participate in a variety of classes such as acting, dance, singing, inspirational mime, and drumming, educational, and recreational activities. With all of these activities, the Riverdale Summer Camp is different and unique from other camps in the area.

Cie Cie McGhee is requesting approval to circulate RFQ to secure new vendor for Summer Camp activities. Kidspllosion offered a great program with Math, Reading, and cultural activities. However, the recent camp program (Summer 2013), appears the quality of the program diminished slightly. Several parents noticed the change as well. We simply want to honor the integrity of the Summer Camp program and ensure we're providing the best service for our citizens. Kidspllosion is welcome to re-submit qualifications for the 2014 summer program.



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

Council Member Ruffin commented adding field trips to the summer curriculum could enhance the program.

Council Member Stamps-Jones inquired about the cost and what is included. Cie Cie replied, \$65.00 week/per child – includes meals, activities and T-Shirt.

OVERVIEW ON THE CREATION OF A FINANCIAL ANALYST POSITION FOR THE FINANCE DEPARTMENT, DON TURNER, FINANCE DIRECTOR.

The Finance and HR Departments have determined that City payroll functions should be transferred to the Finance department. Our Audit firm has also written reports on our deficiency in accounting for fixed assets for several years. In order to facilitate the transfer of payroll and the increased vigilance in our accounting for fixed assets, the Finance Department requires a new position of Financial Analyst. The primary responsibilities of this position will be accounting for and tracking of fixed assets, administering City payroll and benefit reconciliations and other analysis relating to our audit and budget.

We are bringing this to the special called meeting because the March 10th has been cancelled and we need to try and have this person on board before the new payroll system is initiated on April 1st, with Salary and benefits of \$50,290.00/yr

If the Financial Analyst position is not created, the city will Continue with payroll in Human Resources and continue with inadequate fixed assets accounting.

Executive Session

The Executive Board forged a consensus to recess into an Executive Session to discuss a personnel and legal matter. The time was 7:55PM.

Adjournment

The Board reconvened into Work Session. There being no further business to come before Mayor & Council, Council Member Wanda Wallace motioned to adjourn. Council Member Cynthia Stamps-Jones offered the second. The time was 8:13PM.