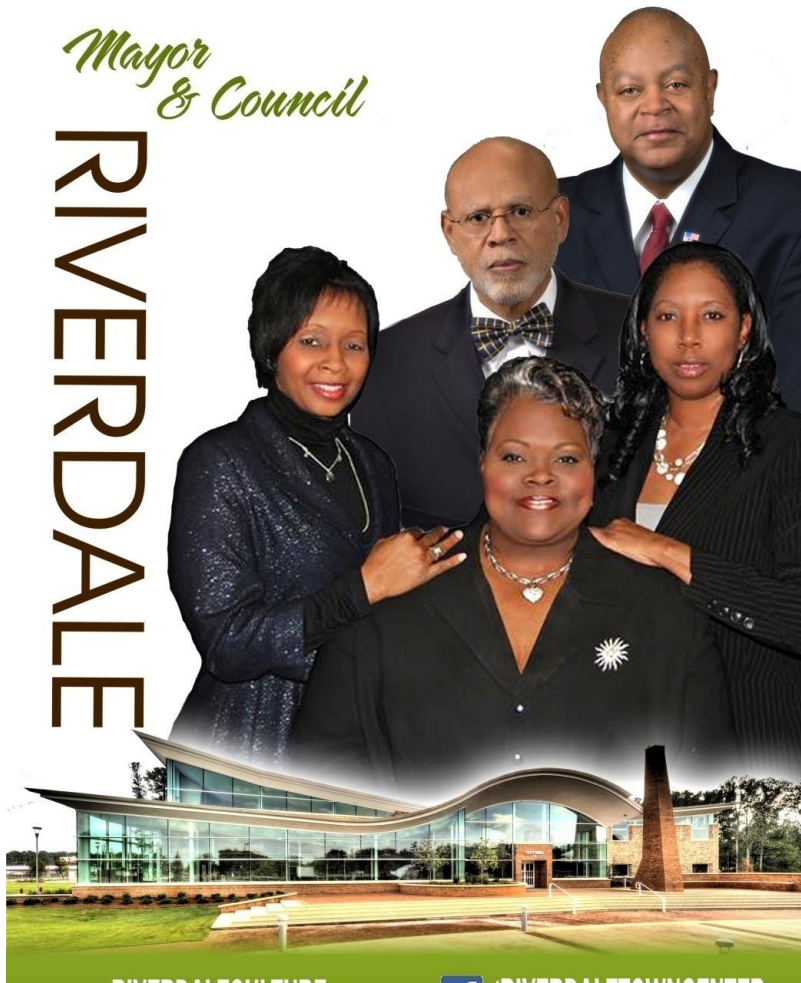


**CITY OF RIVERDALE
MAYOR AND COUNCIL
ACTION MINUTES
DATE 6:00PM**

Action Minutes



**WELCOME TO THE MAYOR & COUNCIL
MEETING OF THE CITY OF RIVERDALE.
THIS MEETING IS OPEN TO THE PUBLIC.**

MAYOR

Dr. Evelyn Wynn-Dixon

CITY COUNCIL

Cynthia Stamps-Jones, Ward 1
An'cel Davis, Ward 2
Wanda Wallace, Ward 3
Kenneth Ruffin, Ward 4

CITY MANAGER

E. Scott Wood

CITY ATTORNEY

L'Erin F. Barnes

City Clerk

Sylvia Vaughan

**RIVERDALE CITY HALL
7200 CHURCH STREET
RIVERDALE, GA 30274
770-909-8989**



**CITY OF RIVERDALE
MAYOR AND COUNCIL
WORK SESSION ACTIN MINUTES
MONDAY, OCTOBER 26, 2015 | 6:00 PM**

The Honorable Mayor Evelyn Wynn Dixon

The Honorable Cynthia Stamps-Jones
The Honorable Wanda Wallace

The Honorable An'cel Davis
The Honorable Kenneth Ruffin

City Manager:
City Clerk:
City Attorney:

E. Scott Wood
Sylvia Vaughan
L'Erin Barnes

- 1. CALL TO ORDER/WELCOME:** By the Honorable Mayor Evelyn Wynn Dixon.
- 2. ROLL CALL- CITY CLERK:** All Members of Council were present with the exception of Council Member Wallace, which constituted a quorum.

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

3. APPROVAL OF THE AGENDA:

There was a consensus to approve the agenda with the following additions and deletions:

Additions:

- Executive Session

Deletions:

- None



4. CITY MANAGER’S REPORT: E. SCOTT WOOD (A written report was provided in advance to the board).

City Manager E. Scott Wood provided a report focused on the ADA Construction Bid. There was a consensus by the Board to move forward with the ADA Construction Bid and to include it in the Business Session Agenda as an action item.

5. CITY ATTORNEY’S REPORT: L’ERIN F. BARNES

Attorney Barnes provided a report which consisted of the following items:

Clerk’s Office

- Subpoenas and Open Records Requests
- Election
- Affidavit drafted and sent to County for review
- Contract with Motorola

PZ&B Department

- Utopian – Letter to Attorney regarding the city’s position on dumpsters, signs and required health permits. NO RESPONSE YET.
- Floodplain Ordinance with County
- Green Code ordinance
- Title Searches – research for Thomas Marshall
- Forms for non-profit organizations – review and revise
- Clothes Bin Ordinance – letter from Attorney.

Police Department

- Training Contract – contract revised to provide for new law enforcement agency to repay city for former officer (recent request sent to Morrow -\$3k)
- Working on another training contract for repayment for anything beyond FTO.
- Review and begin revision of SOPs
- Apartment Ordinance

Human Resources

- Personnel Board hearings (ongoing)
- Implementation of new employee handbook (November)
- Review forms (ongoing)



Legal

- Updating litigation spreadsheet.

Court

- Filings

6. AMENDMENT OF THE BUDGET – FINANCE DIRECTOR DON TURNER

Finance Director Don Turner gave an overview of the budget amendment. He stated that the purpose of the budget amendment is to adjust those balances that were showing negative. Mr. Turner goes on to say that once the budget is amended, a copy of the budget is provided to the auditors.

7. DISCUSSION OF A USE PERMIT FOR A TOBACCO HOOKAH SHOP -2015U-0006

Interim Director of Planning and Zoning Ellis Still gave an overview of the Use Permit for a Tobacco Hookah Shop. He stated that the purpose for the Use Permit is for Faisal Bazuhair of Sams Shisha Hookah and Tobacco to establish a Hookah and Tobacco Shop at 6989 Highway 85, Riverdale, GA 30274. Tobacco establishments are required to obtain a conditional approval from Mayor and Council in accordance to the City of Riverdale Zoning Ordinance. Staff recommended approval of this establishment because it would be the second such establishment with the City and the hookah element of this proposed establishment would be the first within the city.

8. DISCUSSION OF A USE PERMIT FOR A USED CAR LOT- 2015U-0007

Interim Director of Planning and Zoning Ellis Still gave an overview of the Use Permit for Dominic Labiran of Skymit Motors, Inc. to continue the operation of the used car lot at 6496 Highway 85, Riverdale, GA 30274. Auto sales establishments are no longer permitted in the C-2 General Commercial Zoning District and thereby require approval. The used car lot is changing ownership and it must go through the approval process which would allow the proposed use to be in compliance with a legal non-conforming use as required by the City Ordinance.

9. DISCUSSION OF A VOTING DELEGATE AND ALTERNATE FOR THE NLC CONGRESS OF CITIES CONFERENCE IN NASHVILLE TENNESSEE ON NOVEMBER 7, 2015



City Clerk Sylvia Vaughan spoke about the voting delegate and alternate for the National League of Cities Conference in Nashville Tennessee. She stated that the purpose of this item is to select a voting delegate and alternate for the NLC Annual Business Meeting on Saturday, November 7, 2015.

10. DISCUSSION AND POSSIBLE ACTION ON ADA RAMP CONSTRUCTION BID

This item was discussed in the City Manager's Report and there was a consensus by the Board to move forward with the ADA Construction Bid. The item will be added to the Business Session Agenda as an action item.

11. EXECUTIVE SESSION:

There was a consensus by the Board to recess the Work Session meeting at 7:30pm and go into Executive Session to discuss a litigation matter.

Council Member Ruffin made a motion to adjourn Executive Session and reconvene back into the Work Session meeting. Council Member Stamps-Jones provided the second. **The motion carried.**

12. ADJOURNMENT:

There was a consensus by the Board to adjourn the Work Session Meeting to go into the Business Session meeting.

Mayor Evelyn Wynn-Dixon

City Clerk Sylvia Vaughan