

The Riverdale Mayor and City Council met on June 26, 2014 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 6:03PM

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

APPROVAL OF AGENDA WITH ANY ADDITIONS/DELETIONS:

The following amendments were made to the agenda:

Addition(s): Petition No. 2014u-0006 (Legal Non Conforming use for Car Wash)

Deletion(s): None.

Tabled: None.

Postponed: None.

Petition No. 2014u-0006 (Legal Non Conforming use for Car Wash) was added to the Work Session Agenda, with consensus by the Governing Body.

CITY MANAGER'S REPORT:

1. The C.O.P.S. Grant was successfully submitted by Chief Patterson and his staff. We are awaiting decision from Department of Justice.
2. City Manager signed the "Public Stuff Software" contract today, total expenditure \$4,750.00. L'Erin Barnes wrote the contract on behalf of City and Public Stuff agreed to our terms. We are currently in trial mode, and will go LIVE within the next week.
3. The Score Board at the Riverdale Regional Park will be back in place in approximately 2 weeks, with special thanks to Bennie Rose and Camilla Moore.

4 Staff decided not to allow Semi-Pro Teams to use the field. They may have contributed to the wear & tear of the turf.

Georgia

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

Council member Wallace requested a copy of the Public Stuff contract.

Mr. Mingo acknowledged Members of the Board will receive a copy of the agreement.

Council Member Stamps Jones asked Mr. Mingo to elaborate on “Public Stuff”.

Mr. Mingo explained Public Stuff provides an easy and efficient way to engage our citizens and improve access to services. We can further create an effective organization with Public Stuff Platform and develop lasting, productive relationships within the community. Citizens, business owners, and staff can report issues in the City of Riverdale that needs attention and/or repair.

Public Stuff also provides us a Free App available on iPhone and Android. The company has marketing materials that we will use to get information to the citizens and business owners.

Council Member Stamps-Jones acknowledged we’re in the formative stages of the rollout; however, it will be imperative to ensure the citizens are aware of this service, so it is an effective tool for the city.

Council Member Davis inquired if the C.O.P.S. Grant resulted from the meeting with the Congressman Scott Office he initiated, asking for assistance with Grants for the City of Riverdale

Mr. Mingo acknowledged yes, the C.O.P.S. Grant was a direct result of the meeting with Congressman Scott Office.

Council Member Davis inquired about the location of the Score Board.

Camilla Moore stated the sound; horn will go in the direction of the Concession Stand – away from the resident’s home.

Nate Mingo further suggested, perhaps we can consider moving the horn towards 971 Wilson Road direction

Council Member Ruffin agreed with that idea, to move the sound further away from the residents’ houses. He also inquired if the horn on the scoreboard is flexible to move.

N. Mingo, B. Rose, and C. Moore all agreed it is flexible. The last score board was as well.

OVERVIEW OF SURPLUS EQUIPMENT IN GENERAL SERVICES, BENNIE ROSE, DIRECTOR OF GENERAL SERVICES.

General Services & Facility Management has the following equipment that has reached its useful life span, some 12 to 13 years old (See Attached photos), some in disrepair or has missing parts. The Department is requesting permission to salvage or auction this equipment with City employees having the first option to purchase.

- 1-weed eater
- 2-chain saws
- 1-leaf vac/blower
- 6-mowers
- 1-confined space blower
- 1-wacker/tamper
- 2- circle saws
- 2- jig saws

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

Council Member Ruffin commented the items were old and thanked Mr. Rose for the presentation.

OVERVIEW OF MOTOROLA COMMUNICATIONS SYSTEM, CHIEF SAMUEL F. PATTERSON, RIVERDALE POLICE DEPARTMENT.

Public Safety Digital 700MHZ System

City of Riverdale public safety agencies, as well as some non-public safety City governmental departments, is using conventional analog technology that is outdated and capacity limited. As such, the current system no longer meets the communication objectives of the City. Motorola's solution meets the key desire of City of Riverdale to transition away from channel inefficient solutions and to embrace new, emerging radio technology that is in full compliance with industry recognized open standards and that will provide the flexibility to adapt and grow to meet the needs of Public Safety communication users. The Motorola Solution embraces a critically important aspect of the communications network by providing interoperable communications capabilities between state, cities as well as with neighboring counties.

Motorola's proposed solution for the City is the ASTRO 25 platform with Integrated Voice and Data (IV&D), the foundation of the Mission Critical Portfolio. This platform offers a Project 25 standards-based Internet Protocol (IP) modular solution, providing first responders with:

- Cost savings
- Interoperability
- Reliability
- Increased security

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

Council Member Davis inquired about proposed location for the tower.

Chief Patterson identified an area near the old finance department. It's located off the beaten path and not very visible. This is a location of choice; it will not affect the esthetics of the community.

Camilla Moore further explained the tower will have a natural coloring.

Council Member Wallace inquired about funding.

Don Turner stated this will be paid for with SPLOST funds and we were given a very favorable terms. We can lease for 6 years, do not pay anything until July 2015, and we can pay it off early if we want to with SPLOST funds, without penalty. We were offered a very flexible, good term for the Motorola Solution.

Council Member Wallace asked for this item to be brought back, for further discussion at the July 28, 2014 Mayor and Council Meeting.

DISCUSSION ON PERSONNEL BOARD, L'ERIN F. BARNES, CITY ATTORNEY

Open Discussion on re-establishing Personnel Board for City of Riverdale.

The City of Riverdale Civil Servant Board (CSB) is committed to establishing a standard of excellence in our service to the employees of the greater City of Riverdale community. We are dedicated to being a board recognized for professionalism, expertise, and integrity. The success of the board is vested in the understanding that the human resources are our most valued assets.

The City of Riverdale Civil Servant Board (CSB) is a legal authority established by City of Riverdale Charter Section 21B (1), (3), and (4) which confirms the Civil Servant Act Statute. The CSB primary focus is hearing employee grievances and to promote fairness, equity and consistency of all City policy, charter, state and federal laws in all areas of employment associated with being a City Employee. The Board is comprised of 3-5 professional citizens of the City of Riverdale. The board meets as necessary to convene in hearing Employee Grievances regarding Adverse Actions: Demotions, Suspensions without Pay, and Terminations.

The Board has the power to subpoena officers and employees of the City and other persons to testify and to produce documents and other effects as evidence.

MISSION:

The Mission of *The City of Riverdale Civil Servant Board* is to serve as an advisory board to the City on matters concerning persons in the Classified Service. *The City of Riverdale Civil Servant Board* provides Adverse Action grievance panel services to promote a work

environment characterized by open communications, personal accountability, and fair treatment of all employees, trust, mutual respect, and equal opportunity for learning and personal growth.

BOARD PRINCIPLES:

Ethical & Legal Standards: Maintain the highest professional, ethical, and legal standards in all our activities.

Quality Customer Service: Maintain constant focus on the human resource needs of our employees, including responding to employee grievance concerns in a timely, efficient, and competent manner.

Fiscal Responsibility: Work to ensure the efficient utilization and judicious accountability of all resources and mitigate claims against the City.

Open & Honest Communication: Communicate in an open, honest, respectful and positive manner with each other and with our stakeholders.

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

Council Member Ruffin stated we should put a time limit on the meetings, perhaps 9pm or 10pm. We also need to include a confidentiality agreement to ensure discretion and maintain the integrity of the process.

Council Member Wanda Wallace stated we should ensure the Board Members have Human Resources Organizational experience.

Council Member Ruffin stated, in the past the City Attorney would be present at the Hearings, representing the City and would consult with City Manager and Human Resource Manager.

Camilla Moore further elaborated members of Council were sent a copy of the proposed process for review.

OVERVIEW OF THE PROPOSED FY2015 ANNUAL OPERATING BUDGET, DON TURNER, FINANCE DIRECTOR.

Don Turner, Finance Director, presented Council with a balanced operating budget for FY2015.

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

Council Member Wallace inquired about the organizational chart. Nate Mingo, interim City Manager, stated the Organizational Chart will be updated to include Fleet Maintenance Department and Assistant City Managers. Nate Mingo will provide to Council by end of week.



OVERVIEW OF PETITION NO. 2014u-0006 (Legal Non Conforming Use for Car Wash, Camilla Moore, Director of Planning & Zoning

The subject property is located at 6455 Hwy 85 and is zoned C-2 General Commercial. The site contains two structures a gas station and the carwash. The site has been used as a carwash for the past 3 years. To bring the existing use into compliance with the Zoning Ordinance the subject site must obtain a Conditional Use Permit (Section 8.2).

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

OVERVIEW OF ITEMS FOR THE NEXT MAYOR & COUNCIL MEETING.

Suggested Agenda items for the next Mayor & Council Meeting:

- Discussion on Quorum for Council Meeting

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

RECESS INTO EXECUTIVE SESSION TO DISCUSS A PERSONNEL MATTER.

Executive Session

The Executive Board forged a consensus to recess into an Executive Session to discuss a personnel and legal matter. The time was 6:41PM

Adjournment

The Board reconvened into Work Session. There being no further business to come before Mayor and Council, Council Member Wanda Wallace motioned to adjourn. Council Member An'cel Davis offered the second. The time was 7:21PM.