



**MAYOR & COUNCIL WORK SESSION
MONDAY, OCTOBER 27, 2014 ~ 6:00 PM RIVERDALE, GEORGIA
MEETING MINUTES**

CALL TO ORDER/WELCOME:

ROLL CALL- CITY CLERK

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 Pro-Tem	Present
Wanda Wallace	Council Member, Ward 3	Present
Kenneth Ruffin	Council Member, Ward 4	Present

COUNCIL PARLIAMENTARIAN TO READ RULES OF CONDUCT:

Rules of Conduct read by Council Member Stamps-Jones, Parliamentarian.
Council Member Stamps Jones asked Mayor Dixon if we could cover the Work Session items by 6:40PM, to allow time for the scheduled Executive Session. It was agreed by Board.

APPROVAL OF AGENDA:

Agenda approved by consensus.

CITY MANAGER'S REPORT:

City Manager prepared and presented by E. Scott Wood. (Written report was provided to the Executive Board).

CITY ATTORNEY REPORT:

City Attorney report prepared and presented by L'Erin F. Barnes to include – working with Don Turner on the contract to purchase Financial Management system, and currently working with Camilla Moore on several Planning & Zoning projects. City Attorney is currently working with Reeves Construction, the company responsible for the less than satisfactory work at the Riverdale Centre. City Attorney will provide Mayor and Council an update during Executive Session. The City Attorney portion of the Audit Letter is due to Finance Director this week. She will ensure Mr. Turner receives this information in a timely manner.

**DISCUSSION OF CIVIL SERVICE AND AT WILL EMPLOYER ORDINANCE AMENDMENT,
L'ERIN F. BARNES, CITY ATTORNEY.**

The 1st reading to Repeal Sec. 21-B entirely, which took away the Civil Service Act and Create Sec. 40 to put Building Codes in its own section, was read on June 9, 2014 was adopted by the Board on June 26, 2015. It was Council's intent to take away the Civil Service Act and Merritt System that the ordinance was previously under. This move also made the city concurrent with the current Employee Handbook – which states the City of Riverdale is an At Will City. The Question is whether it was the intent of the

Board for the repeal to affect current employees? The minutes do not definitively reflect the intent of Board. L'Erin handed out a proposed "new" ordinance for Council Review. (discussion only)

Mayor Dixon called for questions from the Board.

Camilla Moore stated our current 188 employees feels they are grandfathered in and currently Civil Service Employees, and changes will apply only to those hired after the amendment change.

Council Member Stamps-Jones asked Ms. Joyce Kitchens, Labor and Employment Attorney, her thoughts on the matter.

Joyce Kitchens stated the city publicized the meetings and ordinance, that is the city's legal obligation and we met that. Currently the city does not have a Personnel Board. In some municipalities, the City Manager holds the evidentiary hearing. By abolishing the City Service Act, Mayor & Council made the decision to treat everyone fairly and equally. It's a good idea to keep your word and allow employees to be heard.

Ms. Kitchens added that most organizations have moved from Civil Service to Employment At Will, including the State of Georgia.

Council Member Wallace inquired, from a legal standpoint how will it hold up in court that some employees are Civil Service and some employees are At Will.

Joyce Kitchens answered, we can't discriminate arbitrarily.

The ordinance amendment did not have an effective date, meaning it did state employees hired after a particular date. Possible options include amending the charter.

Council Member Stamps-Jones stated the Board needs further discussion to decide the city's intention regarding this matter.

Council Member Wallace stated all employees should be Employment At Will.

PRESENTATION AND DISCUSSION ON HWY 85 SIDEWALK PROJECT, CAMILLA MOORE, ASSISTANT CITY MANAGER.

The Transportation Enhancement (TE) Grant application was made in 2008, and awarded in 2009. The grant was for "Pedestrian Improvements" along the GA Highway 85 Corridor in the City of Riverdale from Riverdale Connector (now known as Town Center Drive) north to King Road. These improvements were to include additional or repaired sidewalks, new handicap ramps, and landscape (plant materials) and hardscape (benches, trash receptacles, etc) materials along the route. During the project development process, the original project scope was reduced by GDOT to save costs.

The original grant was for a project with estimated cost of approximately \$1,056,000.00. The grant was an 80/20 matching grant, meaning that the City of Riverdale must provide 20% of the total cost of the project. That 20% could be in the form of cash or in-kind services. The city hired Pond & Company to provide design services, including Construction Drawings, Bid Package, and Right of Way plans. These were completed in early 2011. The city hired Terrell, Hundley, Carroll to provide Right of Way acquisition services. Because this was a federally funded project, the City of Riverdale could not accept donated R/W and paid Fair Market Value for R/W acquired. Only seven parcels were acquired fee simple; the remainder were driveway and construction easements.

The city met its obligation of 20% by funding those costs and a portion of the City Engineers salary. The amount of the grant remaining to be funded by GDOT is \$850,000. The plans were accepted and the Right of Way was certified by GDOT, and the project went to bid in August, 2014.

On September 25, 2014, the City of Riverdale received a single bid from Triad/Irons Joint Venture. The bid amount was \$1,093,000.00. Due to errors by the bidder in calculating the bid totals, the bid was corrected to a final bid amount of \$998,667.00. However, neither of the Joint Venture partners were qualified with GDOT (a requirement for the bid to be accepted), so the result was a NO BID.

As a result of the single bid amount being beyond the GDOT allowed 10% variance from the engineer's estimate of \$852,000.00, this project is being re-bid as a Base Bid plus alternatives. The first advertisement appeared Saturday October 25, 2014. The alternatives that are to be bid separately are:

- Benches
- Waste Receptacles
- Stamped (decorative) concrete

All other bid items are included in the Base Bid. The new bids are due December 5, with GDOT review to be completed by December 12, and acceptance/approval by the Mayor and Council at the next available meeting date.

Mayor Dixon called for questions from the Board.

Council Member Stamps-Jones asked Mr. Wood how soon the city can move forward with the T.E. Grant.

Mr. Wood replied the city only received one (1) bid, from a non-qualifying bidder. The bidding process has been reopened, with a December 5th deadline for new bids to be submitted for consideration.

Council Member Wallace expressed her surprise that we only received one (1) bid for a \$1 million project. She inquired where which websites we advertised the bid on.

Ms. Moore explained that original T.E. Grant application was made in 2008. \$1million in 2008, is not same in 2014 terms. Four years ago the construction cost was approx. \$1.5M today the cost is approx.. \$1.9M. However, we are working with the same funds. The cost of construction has increased, materials and supplies increased considerably in recent years. We did not get a lot of bidders on this project, because the contractors will have to absorb a lot of the cost themselves. The State made the funds available very late, we have to scale back on service needs to get the cost down to a desirable level to incent bidders to bid on it, in today's market.

Council Member Ruffin stated our GDOT representative stated we should not wait, the city needs to move fast on this.

Camilla Moore responded she understands however, the money was not available until this year, and stated that the city was not negligent.

City Attorney Barnes inquired if the T.E. Grant was part of SPLOST.

Camilla Moore responded no, this was done in 2008.

Don Turner stated we have \$250,000.00 was set aside for sidewalks, on the current SPLOST project list.

If it pleases the Board, Ms. Moore stated, Staff can put out an addendum to the original bid (which is Currently due Dec. 5th).

Mayor Dixon polled the Board and inquired if they wish to move forward. There was consensus amongst the Governing Body to move forward.

OVERVIEW ON THE BUSINESS PLAN FOR THE RIVERDALE CENTRE FOR THE ARTS, BUSINESS, AND LEISURE SERVICES, NATE MINGO, ASSISTANT CITY MANAGER.

1. Possible 3-5 increase each year in revenue.
2. Upcoming meeting to discuss future of concert series.
3. Review the fee structure. We want citizens to participate.
Working on strategy to gauge amount required per square/foot to generate revenue.
4. Assign project leaders for special events.

Mayor Dixon called for questions from the Board.

Council Member Wallace stated she would like Mr. Mingo and Ms. McGhee to work with the Finance Director as well.

Council Member Davis inquired about revenue generating ideas for the walking track.

Mr. Mingo replied the team is considering various ideas and strategies to further increase market share and revenue, including options for the gym/track.

Mr. Wood requested clarity to ensure the Business Plan Report will be ready by October 31, 2014. Mr. Mingo responded yes, a draft report will be ready by October 31, 2014.

OVERVIEW OF ITEMS FOR NEXT COUNCIL MEETING.

Discussion of Civil Service and At-Will Employer Ordinance Amendment.

RECESS INTO AN EXECUTIVE SESSION TO DISCUSS PERSONNEL AND LEGAL MATTER.

The Governing Body recessed in an Executive Session to discuss a personnel and legal matter. The time was 6:44PM.

RECONVENE INTO WORK SESSION: Council Member Wallace moved to reconvene into Work Session; second offered by Council Member Davis, with vote of 4/0 the meeting reconvened into Work Session. The time was 7:08PM.

ADJOURNMENT: There being no further business to come before Mayor & Council, Council Member Wallace motioned to adjourn. Council Member Davis offered the second. The time was 7:08PM.