



CITY COUNCIL WORK SESSION MINUTES

SPECIAL WORK SESSION
Pelham City Hall – Council Chambers
August 3, 2023 – 3:00 p.m.

MINUTES

Proper notice of a special called Pelham City Council Work Session was given in advance of such public meeting and the notice remained posted throughout the scheduled meeting.

Members of the Pelham City Council met August 3, 2023 at 3:00 p.m. The special called work session was held at Pelham City Hall in the Council Chambers and was open to the public.

Call to Order

The special work session was called to order by Council President Mercer at 3:00 p.m.

Record of Attendance

The following elected officials were present:

Council President Maurice Mercer
Councilmember David Coram
Councilmember Chad Leverett
Councilmember Mildred Lanier-Reed
Mayor Gary Waters

The following elected official(s) were not present:

Councilmember Rick Wash

Media Present: Shelby County Reporter

Others Present: City department heads and city employees.

New Business

City Manager Gretchen DiFante addressed the city council with a brief overview of the FY2024 budget process.

1. FY2024 Department Budget Review

a. Ballantrae Golf Club

General Manager Hal Brown presented the proposed FY2024 Ballantrae Golf Club budget to the city council for review and consideration. He discussed several capital projects, including repairs to the cart paths and bunkers. Mr. Brown reviewed the operation requests for FY2024. He said Ballantrae Golf Course is on target to host 42,000 rounds on golf in FY2023, which would be a new record. Finance Director Jamie Wagner noted the original debt incurred in 2003 for the construction of Ballantrae Golf Club was paid off this month.

b. Economic Development

Economic Development Director Michael Simon presented the proposed FY2024 Economic Development budget to the city council for review and consideration. He said the largest expenditures in the budget are the lodging and cooperative district tax pass through payments to the Pelham Commercial Development Authority (CDA) and the Cooperative District. Mrs. Wagner explained the accounting procedures and payments to the Cooperative District developers. Mr. Simon discussed the commercial development projects currently underway in the city. He noted in the FY2024 budget there is funding to acquire properties to continue to improve the Pelham gateways.

c. Pelham Public Library

Library Director Mary Campbell presented the proposed FY2024 Library budget to the city council for review and consideration. She discussed technology updates in the Roberts' Room and grant opportunities.

d. Information Technology

Information Technology (IT) Director Chuck Crocker, Matt Griffin and Ijaron Sumbry presented and highlighted the proposed FY2024 IT budget to the city council for review and consideration. Mr. Crocker stated there has not been a lot of movement regarding the IT services/management contract with Thrive. He said the goal of the IT Department in FY2024 is to improve the infrastructure, connectivity, and disaster recovery. The city council asked questions regarding replacement of the city's computers, specifically, purchase versus a lease option. Mr. Crocker explained the purchase option is more beneficial to the city in the long run. Software upgrades were reviewed. Mr. Crocker noted general ledger accounts have been added to better track expenditures concerning network and technology services.

The special work session was recessed by Council President Mercer at 4:35 p.m.

Council President Mercer called the special work session back to order at 4:40 p.m.

e. Fire Department

Fire Chief Mike Reid, Asst. Fire Chief Chris Carpenter, Lt. Matt Maples and Administrative Asst. Ashley Rhodes were in attendance to present the proposed FY2024 Fire Department budget to the city council for review and consideration.

Chief Reid said the main initiative in FY2024 will be the implementation of EMS transport services. He explained the three options under consideration. Chief Reid stated the fire department staff has prepared a Request for Proposal (RFP) which will be issued within the next week. Currently Alabaster, Calera and

Pelham are included in the RFP. He further stated Helena is considering to be a part of the RFP. Chief Reid said the plan is to begin EMS transport services on January 1, 2025. The proposed six-month expenses in the FY2024 budget for EMS transport were reviewed. Priority 911 dispatch was discussed. Further discussion followed between the city council and representatives from the Fire Department. Mayor Waters stated the most important part of the EMS discussion is to lower the response time for emergency transport.

The special work session was recessed by Council President Mercer at 5:49 p.m.

Council President Mercer called the special work session back to order at 6:22 p.m.

Chief Reid continued with a review of the Fire Department's FY2024 operational budget.

2. Review City Council FY2024 Budget Meeting Schedule

a. August 8, 2023, 4:00 p.m.

Revenue, Human Resources, Municipal Court, Police, City Clerk, Finance, City Manager

b. August 9, 2023, 4:00 p.m.:

Communications & Branding, Public Works, Water & Sewer, Capital Projects

c. August 10, 2023, 4:00 p.m.

Parks & Recreation, Racquet Club, Pelham Civic Complex & Ice Arena, Mayor, City Council

Old Business – None

Adjournment

A motion to adjourn the special work session was made by Councilmember Coram and seconded by Councilmember Leverett. The motion passed unanimously by voice vote of those members present, and the special work session was adjourned at 7:10 p.m.

Respectfully submitted this 3rd day of August 2023.



Tom Seale, MMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

