



CITY COUNCIL WORK SESSION MINUTES

SPECIAL WORK SESSION
Pelham City Hall – Council Chambers
August 10, 2023 – 4:00 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 10, 2023 at 4:00 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 4:00 p.m.

Record of Attendance

The following elected officials were present:

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

Media Present: None

Others Present: City department heads and city employees.

New Business

1. Melissa Hull, Pelham Strong

Melissa Hull addressed the city council with a funding request for FY2024. She stated the request of \$25,000.00 would be used to fund the annual Christmas Parade in 2023. Ms. Hull reviewed the expenditures over the past two years. She said the theme for 2023 is *Christmas Around the World*. There were questions from the city council regarding other funding opportunities and expenses.

2. FY2024 Department Budget Review

a. Parks & Recreation

Parks & Recreation Director Brian Cooper presented the proposed FY2024 Parks & Recreation budget to the city council for review and consideration. Mr. Cooper discussed the FY2024 operational budget including programming, senior trips, and additional sports clinics. He mentioned the conditions of the athletic fields and the need to address those maintenance issues. He explained increases in the budget including splash pad expenses and the purchase of a new vehicle for the maintenance supervisor. The city council questioned Parks & Recreation regarding field conditions and possible solutions.

Mr. Cooper said their goal is to make the playing surfaces as safe as possible. The city council thanked Mr. Cooper and his staff at the Parks & Recreation Department.

b. Pelham Racquet Club

Pelham Racquet Club Director Chaney Mills presented the proposed FY2024 Pelham Racquet Club budget to the city council for review and consideration. She stated consolidated maintenance between the Pelham Racquet Club and the Pelham Parks & Recreation Department is working well. She said the new software program has really made a difference in the past year, including the option for automatic invoicing. She stated salary and benefits continue to be a major part of the Racquet Club's operating budget. Mrs. Mills highlighted the major changes in the FY2024 budget versus FY2023. The city council thanked Mrs. Mills and her staff at the Pelham Racquet Club.

The special work session was recessed by Council President Mercer at 5:07 p.m.

Council President Mercer called the special work session back to order at 5:14 p.m.

c. Pelham Civic Complex & Ice Arena

Executive Director of the Pelham Civic Complex & Ice Arena Seth Greenberg presented the proposed FY2024 Pelham Civic Complex & Ice Arena budget to the city council for review and consideration. Andy Linton, Associate Executive Director and Loredana Cretu, Finance Director were in attendance. Mr. Greenberg stated discussion of their operating budget occurs at every staff meeting. He said the two biggest expenses are salary/benefits and utilities. He further stated their focus is running the facility more efficiently. Mr. Greenberg mentioned the recreational partnership with the Pelham City Schools. He said they are negotiating with an indoor soccer league which could begin play this year. Mr. Greenberg reviewed the anticipated FY2024 operational revenues and expenses. The city council spoke to the success the professional management with VenuWorks has brought to the Pelham Civic Complex & Ice Arena. Mr. Greenberg thanked the city council for their continued support.

The special work session was recessed by Council President Mercer at 5:51 p.m.

Council President Mercer called the special work session back to order at 6:03 p.m.

d. Budget Process

City Manager DiFante discussed with the city council the current budget process and if there were any changes they would like to make going forward. It was the consensus of the city council to continue with the current budget process.

e. Fire Department

Chief Mike Reid discussed with the city council the possibility of adding two positions in the FY2024 Fire Department budget. Those positions are Fire Inspector and Operations Support. Asst. Fire Chief Chris Carpenter was in attendance.

f. Mayor

City Manager Gretchen DiFante presented the proposed FY2024 Mayor's budget to the city council for review and consideration. She suggested the Mayor's assistant would move to a part-time position with benefits. She noted the changes proposed in the Mayor's FY2024 budget. Assistant to the City Manager Brooke Jenkins reviewed with the city council the City Hall Christmas décor options included the FY2024 budget.

g. City Council

City Manager DiFante presented the proposed FY2024 City Council budget to the city council for review and consideration. She stated there is a reduction in training and an increase in donations. There was discussion about limiting the amount of donations each year. Additional discussion followed regarding a review of those organizations requesting donations in FY2024. A budget line item for the purchase of marketing items for the city council was suggested for consideration.

h. Reserves

Finance Director Jamie Wagner reviewed the city's current cash reserves, capital needs, water and sewer revenues, and a sales and use tax increase which would be effective November 1, 2023.

i. FY2024 Budget Meeting

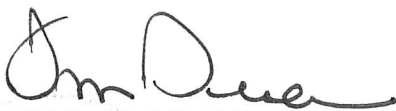
There was discussion among the members of the city council to call a Special Work Session to continue the review the FY2024 budgets. Possible dates to consider were August 23, 2023 and August 24, 2023.

Old Business – None

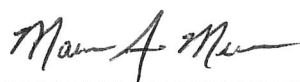
Adjournment

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 8:26 p.m.

Respectfully submitted this 10th day of August 2023.



Tom Seale, MMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

[SEAL]