



CITY COUNCIL WORK SESSION MINUTES

SPECIAL WORK SESSION Pelham City Hall – Council Chambers August 14, 2024 – 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 14, 2024 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 4:05 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 Michael Harris, Jr.
Mayor Gary Waters

Media Present: None

Others Present: City department heads and city employees.

New Business

1. FY2025 Department Budget Review
 - a. Revenue

City Manager Gretchen DiFante reviewed the city's current financials. She discussed the city's five (5) months of operating cash reserves. Finance Director Jamie Wagner reviewed the city's fund balances and reserves. She stated several capital projects will continue in the coming years. She noted the committed reserves, which are not restricted by law or bond covenants. City Manager DiFante reviewed the history

of the city's capital projects over the past eight years. She suggested FY2025 would be a year of planning for the future. She gave an overview of the proposed FY2025 budget and discussed prioritizing additional capital projects. Mrs. Wagner provided the city council with an outline of the revenue projections for FY2025 and stated they are conservative in nature, which has been the past practice of the city. Phil Brashier, Revenue Officer, reviewed the revenue projections for FY2025 and explained his reasoning. He discussed the economic forecast and the anticipated consumer spending for the coming year. Finance Director Jamie Wagner continued the review of the proposed FY2025 revenues with the city council.

b. Finance

Finance Director Jamie Wagner noted the recent retirement of the city's business license clerk. She said the Munis business license and sales tax modules went live last year. She continued with the proposed FY2025 Finance Department budget for review and consideration.

A motion was made by Councilmember Harris to recess the work session. Said motion was seconded by Councilmember Leverett. There being no further discussion the motion passed unanimously by a voice vote of the city council. The work session was recessed at 5:25 p.m.

Council President Mercer called the work session back to order at 5:55 p.m.

c. Pelham Municipal Court

Chief Magistrate Jennifer Bridwell presented the proposed FY2025 Pelham Municipal Court budget to the city council for review and consideration. She stated a senior magistrate would be retiring in December which would require an overlapping and a training period for the new employee. Mrs. Bridwell reviewed the Court's restricted accounts and the expenses which can be paid from those funds. Mrs. Bridwell stated a large portion of the municipal court's expenses are related to employee salary and benefits costs.

d. Police

Police Chief Brent Sugg, Capt. Joey Pitts, Capt. Kevin Davis, and Administrative Assistant Holly Coffman presented and highlighted the proposed FY2025 Police Department budget to the city council for review and consideration. Chief Sugg noted there are seven vacancies in the department and stated there have been numerous retirements, terminations, and promotions over the past year. He reviewed the increase of \$80,000.00 in the FY2024 budget for overtime pay for additional training. He discussed with the city council the types of training his officers have undergone in the past year. Chief Sugg reviewed the current state of the vehicle inventory. He discussed the vehicle maintenance and replacement plan. He proposed an incentive plan to improve the recruiting of new officers. Chief Sugg reviewed the police department's operational FY2025 budget. The city council was complimentary of Chief Sugg's leadership, command staff, and officers in the police department.

2. Review City Council FY2025 Budget Meeting Schedule

a. August 15, 2024, 5:00 p.m.

Human Resources, Public Works, Water & Sewer, and Capital Projects

b. August 20, 2024, 5:00 p.m.

Economic Development, Pelham Civic Complex & Ice Arena, Ballantrae Golf, and Library.

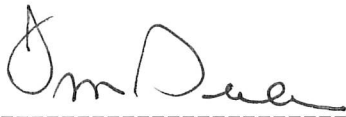
- c. August 21, 2024, 5:00 p.m.
City Manager, Mayor, City Clerk, and Fire
- d. August 22, 2024, 5:00 p.m.
Communications, Parks & Recreation, IT, and Racquet Club

Old Business – None

Adjournment

A motion to adjourn the special work session was made by Councilmember Coram and seconded by Councilmember Harris. The motion passed unanimously by voice vote of those members present, and the special work session was adjourned at 7:23 p.m.

Respectfully submitted this 14th day of August 2024.



Tom Seale, MMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

