

**CALLED MEETING MINUTES  
JULY 8, 2024 BUDGET WORK SESSION**

The members of the City Council of the City of Phenix City, Alabama met in a called work session at 9:00 a.m. Eastern Time, Thursday, July 8, 2024 in the Martin Idle Hour Community Center (MIHPCC) located at 3743 Moon Lake Drive, Phenix City, Alabama for the purpose of reviewing the proposed budget for fiscal year 2024-2025. Upon roll call the following councilmembers were present: Councilmember Arthur L. Day, Jr., Councilmember Vickey Carter Johnson, Councilmember Steve Bailey, Councilmember R. Griff Gordy and Mayor Eddie N. Lowe. Also present were City Manager Wallace B. Hunter, City Clerk Shannon Davis, Engineering Director Angel Moore, Finance Director Labrita King Copeland, HR Director Stephanie Chastain, IT Manager Mike Bauer and Utilities Director John Spraggins.

Mayor Lowe delivered the invocation.

Mayor Lowe turned the meeting over to City Manager Wallace Hunter, who advised we are here to go over the Proposed Budget for Fiscal Year 2024-2025.

City Manager Wallace Hunter commented on the following:

1. Budgets
2. Emergency Money
3. Personnel and Capital Items
4. The Utilities Budget as being a separate budget.

City Manager Wallace Hunter asked Finance Director Labrita King Copeland to go over the Proposed Budget for Fiscal Year 2024-2025. Ms. Copeland reviewed the column layout.

City Manager Wallace Hunter called on Human Resources Director Stephanie Chastain to review pay scale adjustments and the Merit System.

Councilmember Gordy inquired about Garrett Stadium being pressure washed and the condition of the turf at Garrett Stadium.

City Manager Wallace Hunter spoke on the upgrading of the scoreboard at the Stadium.

City Manager Wallace Hunter further spoke on the Utilities Department and the issue with the use of flushable wipes and how costly it is becoming for the City Waste Water Plant.

Finance Director Labrita King Copeland reviewed the following Revenues:

1. Revenue Summary
2. Department Expense Summary
3. Category Expense Summary
4. Revenue Detail
5. Miscellaneous Revenue
6. Restricted Funds Revenue
7. Grants

8. Reserved money that has been set aside.

Finance Director Labrita King Copeland reviewed the following Expenses:

1. City Manager Budget – Increase salaries. Capital Outlay of \$1,000.00 budgeted for equipment and \$1,000.00 for furniture/fixtures.
2. Economic Development – Increase salaries. No Capital Outlay.
3. Planning Development Department – Increase salaries. No Capital Outlay.
4. IT Department – Increase salaries. Capital Outlay of \$3,000.00 budgeted for computer equipment.
5. Library – Increase salaries. No Capital Outlay.
6. Municipal Court – Increase salaries. No Capital Outlay.
7. Human Resources – Increase salaries. Capital Outlay of \$5,000.00 budgeted for computer equipment and \$33,098.00 for Vehicles.
8. City Clerk – Increase salaries – No Capital Outlay.
9. Building – Increase salaries. Capital Outlay of \$60,000.00 budgeted for office equipment, \$12,000.00 budgeted for other equipment, \$22,000.00 for computer equipment and \$130,000.00 for vehicles.
10. Finance – Increase salaries. Capital Outlay of \$5,000.00 budgeted for computer equipment and \$5,000.00 for furniture and fixtures.
11. Revenue Collection – Increase salaries. Capital Outlay of \$4,000.00 budgeted for computer equipment.
12. Golf – Increase salaries. Capital Outlay of \$1,300,000.00 budgeted for Facility Improvement and \$17,000.00 budgeted for other equipment.
13. Public Safety – Increase salaries. Capital Outlay of \$1,500.00 budgeted for office equipment and \$1,800.00 budgeted for computer equipment.
14. Fire Department – Increase salaries. Capital Outlay of \$34,000.00 budgeted for other equipment, \$34,000.00 budgeted for computer equipment, \$45,000.00 budgeted for vehicles, \$477,734.00 budgeted for capital leases and \$158,000.00 budgeted for facility improvements.
15. Police Department – Increase salaries. \$357,953.00 budgeted for other equipment, \$37,500.00 budgeted for computer equipment, \$322,175.00 budgeted for vehicles, \$15,000.00 for furniture/fixtures and \$50,000.00 for facility improvement.
16. Police – Animal Control – Increase salaries. Capital Outlay of \$1,500.00 budgeted for computers.
17. Engineer / Public Works
  - a. Administration – Increase salaries. No Capital Outlay.
  - b. Engineering – Increase salaries. Capital Outlay of \$16,500.00 budgeted for other equipment.
  - c. Limbs and Debris – Increase salaries. Capital Outlay of \$125,000.00 budgeted for other equipment.
  - d. Streets and Drainage – Increase salaries. Capital Outlay of \$47,000.00 budgeted for other equipment.
  - e. Building Maintenance – Increase salaries. No Capital Outlay.
  - f. Refuse Disposal – Increase salaries. Capital Outlay of \$7,500.00 budgeted for other equipment.
  - g. Vehicle Maintenance – Increase salaries. Capital Outlay of \$17,700.00 budgeted for other equipment.
  - h. Cemetery Maintenance – Increase salaries. No Capital Outlay.

18. Non Departmental

- a. Professional Services
- b. Utilities for purchased property
- c. Lee/Russell Council of Governments – PEX Bus
- d. PBA Lease Expenses
- e. Highway 431 Retail Building and Maintenance Project
- f. Contract for Garbage Services
- g. Appropriations – Requested amounts by various agencies will be determined by Council upon the Appropriation Review Section of this Budget Work Session.
- h. General Fund Capital / Restricted Funds / Red Light Camera Projects – Emergency Expenditures are recorded here. Also: Miracle Park; Bridgewater Bridge Replacement; MPO Projects (4<sup>th</sup> Avenue & Opelika Road; Retention Pond
- i. Tax Incentive Payments – 2<sup>nd</sup> Street Development; Halpern Development; Girard Partners.
- j. Operating Transfers Out – Debt payment out of General Fund; Mill debt service coverage; Reserve fund contingency of \$2,000,000.00

19. Utilities Fund – Revenue and Expenditures – Capital Projects funded by System Development Fees – the rest of the projects are funded from Operations.

- a. Operating Revenue
- b. Water Fund Revenue
- c. Waste Water Fund Revenue
- d. Expenditures
- e. Capital Expense Summary
- f. Capital Projects – Summerville – Glenwood Sewer Main; Saddlebrook Improvements (Engineering Costs only) Construction costs paid from ARPA Funds; WWTP Upgrade and expansion partially funded with ARPA Funds.
- g. Administration – Increase salaries. Capital Outlay of \$30,000.00 budgeted for facility improvement.
- h. Water Distribution – Increase salaries. Capital Outlay of \$27,198.00 for Capital Leases; \$100,000.00 for Mains and Lines Repair; \$101,250.00 for other equipment.
- i. Water Filtration – Increase salaries. Capital Outlay of \$60,000.00 for other vehicles; \$120,000.00 for pumps; and \$159,000.00 for other equipment.
- j. Waste Water Collection – Increased salaries. Capital Outlay of \$87,368.00 for leases; \$200,000.00 for Mains and Lines Repair; \$100,000.00 for Lift Station Pumps; \$121,600.00 for other equipment.
- k. Waste Water Treatment – Increased salaries. Capital Outlay of \$17,000.00 for other equipment.

20. Special Revenue Funds Budget

- a. Capital Improvements Fund
- b. Gas Tax Funds – (2 cent, 4 cent, 5 cent and 7 cent)
- c. 10 Cent Gas Tax
- d. Corrections Fund
- e. 2<sup>nd</sup> Mortgage Fund
- f. Confiscated Property Fund
- g. 3 & 4 Mill Tax
- h. 7 Mill Tax Fund
- i. Municipal Court Funds
- j. Donated Money
- k. Public Building Authority
- l. Library Fund
- m. 2017-A Capital Projects Fund
- n. 2017-B Capital Projects Fund
- o. American Rescue Plan Fund

21. Appropriations

The following requests for Appropriations were approved for funding by council:

- a. Alabama Cooperative Extension - \$2,550.00
- b. Chattahoochee Valley Community College Foundation - \$4,000.00
- c. Children & Family Connection of Russell County, Inc. - \$2,500.00
- d. Doris C. Weaver Girls Club of Phenix City, Inc. - \$10,000.00
- e. East Alabama Chamber of Commerce - \$35,000.00
- f. East Alabama Humane Society - \$500.00
- g. East Alabama Services for the Elderly, Inc. - \$1,500.00
- h. Keep Phenix City Beautiful - \$1,000.00
- i. Phenix City Board of Education - \$200,000.00
- j. Phenix City Board of Education – In-Kind - \$389,998.00
- k. Project Greene Light - \$5,000.00
- l. Russell County Child Advocacy Center - \$5,000.00
- m. Russell County Department of Human Resources - \$5,000.00
- n. Russell County Juvenile Drug & Family Dependency Court Program - \$16,500.00
- o. Russell County Emergency Management Agency (EMA) - \$10,000.00
- p. Russell County Soil & Water Conservation District - \$2,500.00

The following requests for Appropriations were moved to the Police Department:

- a. Central Alabama Crime Stoppers
- b. Russell County Coroner/Special Transport
- c. Russell County Juvenile Probation Services

The following requests for Appropriations were not approved for funding by council:

- a. Planting Seeds
- b. TEARS, Inc.
- c. Safe Landing for Veterans
- d. Phenix City Art Council
- e. East Alabama Mental Health
- f. Russell County Chapter – Red Cross
- g. Liberty Learning Foundation, Inc.
- h. Knowledge Works Learning Academy, Inc.
- i. Salvation Army
- j. Chattahoochee Valley Sports Hall of Fame
- k. Communities of Transformation
- l. Habitat for Humanity
- m. Phenix City Housing Authority
- n. Phenix City Tree Commission
- o. Russell County Health Department
- p. Russell County Historical Commission
- q. Wiregrass RC&D Council

Mayor and Council requested that the City Clerk send out letters notifying the agencies if they were approved or not.

Mayor and Council concluded its review of the proposed budget for the 2024-2025 fiscal year.

There being nothing further to discuss, the meeting adjourned.