

**WORK SESSION MEETING MINUTES
November 20, 2023**

The members of the City Council of the City of Phenix City, Alabama met at 3:00 p.m. Eastern Time for the regularly scheduled Work Session on Monday, November 20, 2023, in the Council Chambers located within the Public Safety Building at 1111 Broad Street, Phenix City, Alabama 36867. Upon roll call, the following members were present: Councilmember Arthur L. Day, Jr., Councilmember Vickey F. Carter, Councilmember Steve Bailey, Councilmember R. Griff Gordy, and Mayor Eddie N. Lowe. Also present were City Manager Wallace Hunter, Assistant City Manager Chan Gamble, City Clerk Melony Lee, and City Attorney James McKoon. City Attorney Jimmy Graham was not present. Department Heads in attendance: Building Official Ray Rogers, Economic Development Manager Shaun Culligan, Assistant City Engineer Michael Pattillo, Fire Chief Kristen Kennedy, Human Resource Director Stephanie Chastain, Library Director Tammy Henry, Parks and Recreation Assistant Director Kristi Goggans, Police Chief George Staudinger, Public Safety Director Ray Smith, and Graduate Engineer John Spraggins.

Upon a quorum being established, Mayor Lowe called the meeting to order.

Councilmember Carter led the invocation.

Mayor Lowe called upon Michael Pattillo, Assistant Director of Engineering, to discuss the actions taken by the Planning Commission at their November 14, 2023 meeting.

Mayor Lowe called upon City Clerk Melony Lee who discussed the following with Mayor and Council:

1. Advised Council of a regular scheduled Council Meeting to be held on Tuesday, November 21, 2023 at 9:00 a.m. at the Public Safety Building.
2. Informed Council that City Offices will be closed on November 23, 2023 and November 24, 2023 in observance of Thanksgiving Holiday.
3. Advised Council that the Planning Commission will meet on Tuesday, November 28, 2023 at 5:15 p.m.
4. Informed Council that the Bi-City Christmas Parade will be on Saturday, December 2, 2023 at 10:00 a.m.
5. Advised Council of a regular scheduled Work Session to be held on Monday, December 4, 2023 at 3:00 p.m. at the Public Safety Building.
6. Advised Council of a regular scheduled Council Meeting to be held on Tuesday, December 5, 2023 at 9:00 a.m. at the Public Safety Building.
7. Informed Council that Parks and Recreation Department will hold the Night of Lights on Thursday, December 7, 2023 at 6:00 p.m. at the Phenix City Amphitheatre.
8. Informed Council that Parks and Recreation Department will hold the Breakfast with Santa on Saturday, December 9, 2023 at 8:00 a.m. at Martin Idle Hour Park Community Center.
9. Advised Council that the Planning Commission will meet on Tuesday, December 12, 2023 at 5:15 p.m.
10. Advised Council of a regular scheduled Work Session to be held on Monday, December 18, 2023 at 3:00 p.m. at the Public Safety Building.
11. Advised Council of a regular scheduled Council Meeting to be held on Tuesday, December 19, 2023 at 9:00 a.m. at the Public Safety Building.

12. Informed Council that the Retirement Celebration for City Clerk Melony Lee will be held on Wednesday, December 20, 2023 from 2:00 p.m. – 4:00 p.m. at the Martin Idle Hour Park Community Center.
13. Advised Council that the City Manager and the City Clerk's Annual Holiday Luncheon will be held on December 21, 2023 at 12:00 p.m. at the Municipal Building third floor conference room.
14. Informed Council that City Offices will close on Friday, December 22, 2023 at 12:00 p.m. in observance of Christmas Holiday.
15. Informed Council that City Offices will be closed on Monday, December 25, 2023 in observance of Christmas Holiday.
16. Informed Council that City Offices will open on Tuesday, December 26, 2023 at 1:00 p.m. in observance of Christmas Holiday.
17. Advised Council that the Planning Commission meeting on Tuesday, December 26, 2023 at 5:15 p.m. has been canceled due to the Christmas Holiday.
18. Reviewed upcoming board appointments.

Mayor Lowe went over the agenda items.

Mayor Lowe stated that City Clerk Melony Lee will be retiring on January 1, 2024. Mayor Lowe also stated that due to Ms. Lee's retirement, the City Clerk position will have to be filled. Mayor Lowe further stated that he and Councilmember Gordy will be conducting interviews for the City Clerk position. Councilmember Day inquired about how the decision was made regarding who would conduct the City Clerk interviews. Mayor Lowe stated that the Mayor and Mayor Pro-Term are considered City wide positions and therefore would be the appropriate positions to conduct the interviews. Mayor Lowe also stated that for the sake of diversity, if he could not conduct an interview then Councilmember Day or Councilmember Carter would take his place and if Councilmember Gordy could not conduct an interview then Councilmember Bailey would take his place.

Mayor Lowe stated that there being nothing further to discuss, the meeting adjourned until 3:00 p.m., Monday, December 4, 2023.