

**CALLED MEETING MINUTES
JUNE 28, 2021 BUDGET WORK SESSION**

The members of the City Council of the City of Phenix City, Alabama met in a called work session at 8:30 a.m. Eastern Time, Monday, June 28, 2021 at the Martin-Idle Hour Park Community Center located at 3743 Moon Lake Drive, Phenix City, Alabama for reviewing the proposed budget for fiscal year 2021-2022. 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, Finance Director Labrita King Copeland, Chief of Police Ray Smith, Assistant Police Chief George Staudinger, Police Captain Joseph Weierick, City Engineer Angel Moore, Utilities Director Charles Woody, Utilities Engineer John Spraggins, and City Clerk Melony Lee.

Mayor Lowe delivered the invocation.

Mayor Lowe turned the meeting over to City Manager Wallace Hunter.

City Manager Wallace Hunter commented on the following:

1. Changes last year due to COVID
2. Reviewed loss of employees due to COVID
3. Advised Labrita King Copeland is Finance Director
4. Advised Charles Woody is Utilities Director
5. Advised John Spraggins is Charles assistant
6. Added Public Safety Department
7. Advised Wallace B. Hunter is Public Safety Manager
8. Advised Raymond Smith is Public Safety Director
9. Advised others will be trained to fill the positions if needed in the future
10. Discussed employees retiring and changes in the work place
11. Budget reflects the great revenue stream and shows projects being completed
12. There are uncertain items: Unemployment, inflation, etc.
13. Moved 3 million into the reserve – could be used to take care of emergencies
14. New vehicles will be paid from the Red Light Fund
15. COVID has affected the budget
16. 8 mill has been separated out
17. Spoke on city rating with Standard/Poors
18. Explained how certain funds are designated and cannot be touched for just any expense
19. Spoke on growth plans for the city
20. Spoke on future projects for the city
21. Spoke on new positions/people coming soon

City Manager Wallace Hunter asked Finance Director Labrita King Copeland to go over the proposed budget for fiscal year 2021-2022. Ms. Copeland advised the city is in the best financial position ever. She explained that Non-Departmental was placed into the various

department's budgets and is color coded as orange/peach. She further explained that yellow highlights indicate cuts after the budget was revised. She also reviewed the column layout and she spoke on the Operating Reserves and the Sales Tax Increase that is set aside each month to fund Capital Projects.

Finance Director Labrita King Copeland reviewed the following:

1. Revenue Summary
2. Expense Summary
3. Sales Tax and Business License
4. Garbage Charges and Library Funds
5. 3 & 4 Mill taxes are listed in the Special Funds and not listed in the General Fund
6. Fines and Fees for Municipal Court
7. Miscellaneous Streams of Funds
8. Parks and Recreation Revenue
9. Restricted Funds Revenue
10. Spoke on Jail Lawsuit with County; Animal Control Contract with County; and Library Contract with County.
11. City Manager Budget – No Capital Outlay
12. Economic Development – No Capital Outlay
13. IT Department – Computer Maintenance taken out of Non-Departmental and added to IT – Spoke on Ransom Ware Programs – Used Red Light Camera money to reduce budget projects in IT
14. Library – No Capital Outlay
15. Municipal Court – No Capital Outlay
16. Personnel – Capital Expenditures
17. City Clerk – moved City Council Contingency from Non-Departmental and added to City Clerk – No Capital Outlay
18. Code Enforcement – Computers – Capital Expenditures – Vehicle out of Red Light Funds
19. Finance – Postage/Equipment Repair Maintenance – moved from Non-Departmental to Finance – Capital Expenditures
20. Revenue Collection – No Capital Outlay
21. Parks and Recreation – Parking Garage Repair – moved from Non-Departmental to Parks and Recreation – Capital Expenditures – Use Red Light Funds for Nature Trail and Tractor
22. Golf – Capital Expenditures were reduced because Red Light Funds will be used
23. Public Safety – New Department – No History – No Capital Outlay
24. Fire Department – Reduced Capital Expenditures – Use Red Light Funds for Furniture/Fixtures and Facility Improvements
25. Police Department – Reduced Capital Expenditures – Use Red Light Funds for Computer Equipment, Vehicles, and Facility Improvements
26. Animal Control – Capital Expenditures
27. Engineer / Public Works – Capital Expenditures
 - a. Administration – No Capital Outlay
 - b. Engineering – Capital Expenditures
 - c. Limbs and Debris – Capital Outlay
 - d. Streets and Drainage – Capital Outlay
 - e. Building Maintenance – Capital Outlay – Use Red Light Funds for Vehicles

- f. Refuse Disposal – Capital Outlay
- g. Vehicle Maintenance – No Capital Outlay
- h. Cemetery Maintenance – No Capital Outlay

28. Non Departmental – Capital Outlay – already covered expenses in other Departments – Discussion of tracking Tax Incentive Projects – Reviewed transfer of funds from General Fund to 7 mil

The Meeting recessed for lunch at 12:01 pm, resuming at 1:16 pm.

29. Utilities Fund – The proposed utilities budget for fiscal year 2021/2022 has \$29,081,527.00 in Total Funds Available with \$26,005,318.00 listed for Total Expenditures. Total Operating Revenue is \$14,404,414.00. Net Capital is \$590,093.00. Briefly discussed Capital Projects

- a. Administration – Capital Outlay
- b. Water Distribution – Capital Outlay
- c. Water Filtration – Capital Outlay
- d. Waste Water Collection – Capital Outlay
- e. Waste Water Treatment – Capital Outlay
- f. Utilities Debt Service

30. Special Revenue Funds Budget

- a. Capital Improvements Fund
- b. Gas Tax Funds
- c. 10 Cent Gas Tax
- d. Corrections Fund
- e. 2nd Mortgage Fund
- f. Confiscated Property
- g. 3 & 4 Mill Tax Fund
- 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

31. Appropriations

There was discussion of Payroll Protection Program Funds. The following requests for Appropriations were decided by council:

- a. Alabama Cooperative Extension - \$3,000.00
- b. Chattahoochee Valley Community College Foundation - \$5,000.00
- c. Chattahoochee Valley Sports Hall of Fame - \$0.00
- d. Children & Family Connection of Russell County - \$3,000.00
- e. East Alabama Chamber of Commerce - \$35,000.00

- f. East Alabama Humane Society - \$500.00
- g. East Alabama Services for the Elderly - \$1,500.00
- h. Knowledge Works Learning Academy KWLA - \$0.00
- i. Lee Russell Council of Governments – Under Non-Departmental – same as last year
- j. Liberty Learning Foundation - \$0.00
- k. Phenix City Board of Education – Same as last year
- l. Planting Seeds, Inc. - \$0.00
- m. Project Greene Light - \$0.00
- n. Russell County Child Advocacy Center - \$5,000.00
- o. Russell County Department of Human Resources - \$5,000.00
- p. Russell County Juvenile Drug & Family Dependency Court Program - \$16,500.00
- q. Russell County Emergency Management Association (EMA) - \$10,000.00
- r. Russell County Historical Commission - \$2,000.00
- s. Russell County Juvenile Probation Services - \$33,215.00
- t. Russell County Soil & Water Conservation District - \$3,000.00
- u. Safe Landing for Veterans - \$0.00
- v. Salvation Army - \$0.00
- w. TEARS, Inc. – 0.00
- x. Doris C. Weaver Girls Club of Phenix City, Inc. - \$0.00
- y. Communities of Transformation - \$1,000.00
- z. East Alabama Mental Health Center - \$5,000.00
- aa. Habitat for Humanity - \$2,000.00
- bb. Russell County Chapter of the Red Cross – \$0.00 – May have funding from elsewhere
- cc. Russell County Health Department - \$0.00 – May have funding from elsewhere
- dd. Beyond Expectations Community Outreach - \$0.00 – First Time Submitted
- ee. First Readers of Russell County - \$0.00 – First Time Submitted
- ff. Hope Wellness Solutions, LLC - \$0.00 – First Time Submitted
- gg. We Have A Purpose, Inc. - \$0.00 – First Time Submitted
- hh. Phenix City Tree Commission - \$0.00 – Submitted after deadline

Mayor and Council directed the City Clerk to send out letters to each entity that applied for appropriations notifying them if they were approved or not approved.

Mayor and Council advised agencies submitting appropriation requests for the first time in the 2021-2022 Fiscal Year, were not approved.

In the letters to those agencies that had previously received funds but are not approved in the 2021-2022 Fiscal Year, the City Clerk was requested to mention the disapproval was due to their being closed in 2020 due to COVID 19; and the fact that they may have received PPP funds from the government.

Mayor and Council advised that starting in 2022, any non-profit educational agency applying for appropriations from the City is to get a recommendation from the school system, which should be included in their package to council.

Mayor and Council concluded its review of the proposed budget for the 2021-2022 fiscal year.

There being nothing further to discuss, the meeting adjourned.