

Special Budget Meeting Minutes

May 1, 2024

9:00 a.m.

Council Chambers

1. Call to Order

Mayor J.B. Whitten called the City Council Special Budget Meeting to order at 9:00 a.m. Present were Mayor Pro-Tem Doug Capps and Council members Andrew Rencich (Arrived late), Cynthia Brown, and Ryan Bullard. Also, present were City Manager Tim Bolduc, Deputy City Clerk Natasha Peacock, City Attorney Jonathan Holloway, and various staff members. Mr. Blocker was not in attendance.

2. Pledge of Allegiance

Mayor Whitten led the Pledge of Allegiance.

3. Approve Agenda

Mayor Whitten called for action.

Motion by Councilmember R. Bullard and seconded by Councilmember C. Brown to approve the Agenda as presented.

Roll Call: Ayes: Cynthia Brown, Ryan Bullard, Doug Capps. Excused: Councilmembers Andrew Rencich and Joe Blocker. All ayes. Motion carried.

4. Action Items

4.1. Budget Policy and Priorities

City Manager Tim Bolduc informed the Council that certain items would require a consensus vote. He then delved into the budget presentation, covering the topics of Total Project Management, Utility Projects, Organizational Structure, and the Proposed Millage Rate. City Manager Tim Bolduc stated that, throughout this meeting, certain items will require a consensus vote from the Council.

Total Project Management - City Manager, Mr. Bolduc, informed the Council that AJAX was the company selected to handle the city's total project management needs. Ajax will manage the bigger projects, such as the Public Safety Building, Public Works Building, Sports Complex, and Fire Station Four. He explained that the city will bring Ajax the projects, and they will do the work from bidding to building.

There was a lengthy discussion.

Utility Projects- City Manager T. Bolduc reviewed the upcoming utility projects with the Council, including the bypass water and sewer lines, complex wastewater improvement, sewer plant improvements, and the by-pass water tower. A lengthy discussion ensued.

Organizational Structure- City Manager T. Bolduc spoke about the changes for the upcoming fiscal year. He reviewed the changes affecting salaries, such as the increased exempt threshold and the compression minimum wage increase explaining

how the changes would affect the city, especially in the Public Safety department.

Due to the upcoming changes, staff requested a consensus to complete a Public Safety impact fee study to offset the initial costs of staffing.

Mayor Whitten asked for consensus from Council.

Council gave consensus for a Public Safety Impact Fee study.

City Manager T. Bolduc stated staff also requested the approval of adding two additional officers and to return with an Impact Fee Study. He also spoke on implementing staffing changes in the Police Department by adding two additional police officers, converting a Major position to two Lieutenant positions.

Mayor Whitten asked for action.

Motion by Councilmember Andrew Rencich and seconded by Councilmember R. Bullard to approve the additional two officers and conducting an Impact Fee Study and presenting the information to Council.

Roll Call: Ayes: Cynthia Brown, Ryan Bullard, Doug Capps, Andrew Rencich. All ayes. Motion carried. Excused: Councilmember Joe Blocker.

City Manager T. Bolduc spoke about additional changes with moving dispatch to the police department with Lindsay as the supervisor and to move Code enforcement and Animal services under her supervision.

Mayor Whitten asked for action.

Motion by Councilmember C. Brown and seconded by Mayor Pro-Tem Capps to approve moving Dispatch to the police department with Lindsay Garret remaining as the supervisor and moving Code Enforcement and Animal services under her supervision.

Roll Call: Ayes: Cynthia Brown, Ryan Bullard, Doug Capps, and Andrew Rencich. All ayes. Motion carried. Excused: Councilmember Joe Blocker.

Mr. Bolduc then moved his attention to the Fire Department where he spoke about the changes that will be taking place over the next four years which is to build staff to accommodate the additional call volume and additional Administration Officer and an additional EMT position.

Mayor Whitten asked for action.

Motion by Mayor Pro-Tem D. Capps and seconded by Councilmember R. Bullard to approve the additional Administration Officer and EMT position to the Fire Department.

Roll Call: Ayes: Cynthia Brown, Ryan Bullard, Doug Capps, and Andrew Rencich.

All ayes. Motion carried. Excused: Councilmember Joe Blocker.

The City Manager moved on to speak about the Capital Infrastructure Projects and creating a team that would assist in those projects consisting of a Operations Manager and construction team. This team would assist with the infrastructure for capital improvement projects city wide but with a focus on utility expansion projects. The team would consist of an Operations Manager and Supervisor who would oversee Right of Way construction projects, streets, and stormwater. The proposal was a foreman over the construction crew, two equipment operators and two utility service workers. He stated we have skilled individuals in-house who would fill these positions, we would then backfill their roles spread over the public services division.

Mayor Whitten asked for action.

Motion by Councilmember A. Rencich and seconded by Mayor Pro-Tem D. Capps to approve the creation of a construction crew with an Operations Manager.
Roll Call: Ayes: Cynthia Brown, Ryan Bullard, Doug Capps, and Andrew Rencich.
All ayes. Motion carried. Excused: Councilmember Joe Blocker.

Mr. Bolduc moved on to the next topic of the Personnel Budget, which he discussed the changes in COLA, incentivizing merit raises and receiving a substantial rebate of \$273,197.00 from the health insurance carrier that will be given back to Staff. \$900.00 to fulltime employees and \$450.00 to part-time employees and the remaining \$20,000.00 will be designated for employee training and incentive programs.
Discussion ensued.

Mayor Whitten asked for action.

Motion by Councilmember A. Rencich and seconded by Councilmember C. Brown to approve the proposed changes in the Personnel Budget.
Roll Call: Ayes: Cynthia Brown, Ryan Bullard, Doug Capps, and Andrew Rencich.
All ayes. Motion carried. Excused: Councilmember Joe Blocker.

The last subject concerning the budget that Mr. Bolduc spoke about was the proposed millage rate and that it would be lowered to 6.7466 for the upcoming fiscal year. A discussion ensued and Council agreed that they were all in favor of that lower rate.

5. Comments from the Mayor and Council

Councilmember A. Rencich informed the Council that he will be absent from the upcoming Council Meeting on May 13th.

Mayor Whitten announced that the activities for the National Day of Prayer would start at 6 p.m. at the Veteran's Memorial.

6. Comments from the Audience

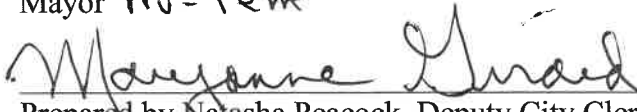
Mayor Whitten called for comment from the public. No comments were made.

7. Adjournment

Mayor Whitten adjourned the meeting at 11:41 a.m.

Minutes approved this 10th day of June 2024.


JB Whitten
Mayor Pro-Tem


Prepared by Natasha Peacock, Deputy City Clerk
on behalf of Maryanne Girard, City Clerk
Proper Notice having been duly given

