

# *The City of Pelham*

## **MINUTES OF THE WORK SESSION**

**June 13, 2024 – 6:30 p.m. – Council Chambers**

### **PRESENT:**

Mayor James Eubanks	Police Chief, Nealie McCormick
Mayor Pro Tem Rhonda Brown	Asst Police Chief, Rod Williams
Council Member Bennett Adams	Investigator, Adam Lamb
Council Member Fredrick Davis	Fire Chief, Shane Stinson
Council Member Bobby Robinson	Economic Development Director, Cameron Harris
Council Member Cody Shiver	Accounts Payable Clerk, Jasmine Riddle
Council Member Mistry Troutman	Garrard Adams
City Manager, Christian Drake	Janie Holton

With a quorum present, Mayor Eubanks called the meeting to order at 6:30p.m.

### **CITIZEN'S COMMENTS**

There were no citizen comments.

### **APPROVAL OF MINUTES**

Minutes for approval: May 16, 2024, Council Meeting  
June 13, 2024, Work Session

This will be an **ACTION ITEM**.

### **DEPARTMENT REPORTS**

A review of all department reports.

### **FINANCIAL REPORT**

A review of the financial report.

## **FY25 BUDGET**

The City Manager presented the FY25 budget and reviewed it. He also presented the FY25 Budget Resolution. City Manager Drake is recommending the Council approve the budget as presented.

This will be an **ACTION ITEM**.

## **TRAVEL POLICY**

City Manager Drake presented a travel policy that will regulate the travel reimbursement for Council Members for official business.

## **SPECIAL ELECTION**

Due to a recent vacancy on the school board, a special election will have to be held November 5, 2024, to fill the position. The vacancy is in District 2. City Manager Drake presented a special election ordinance establishing the parameters of the election.

City Manager Drake is recommending the Council adopt the special election ordinance.

This will be an **ACTION ITEM**.

## **DDA/PDA BOARD APPOINTEE**

. DDA/PDA Director Cameron Harris has nominated Mr. Cullen Edwards, a citizen and business owner, to fill the 7<sup>th</sup> position on the Downtown Development Authority/Pelham Development Authority boards. Mr. Edwards meets the requirements to serve on the board as outlined in the current DDA/PDA charters.

City Manager Drake is recommending the Council approve the appointment of Mr. Cullen Edwards to the DDA and PDA boards.

This will be an **ACTION ITEM**.

## **EMPLOYEE ASSISTANCE PROGRAM CONTRACT**

City Manager Drake presented an Employee Assistance Program contract. The contract will be with the Employee Assistance Programs division of John D. Archbold Memorial Hospital. The purpose of the Employee Assistance Program will be to enhance the well-being of city employees as well as improve overall organizational performance. The program aims to promote physical and mental fitness, provide a

mechanism for resolution, and enhance health and performance. The contract will begin July 1, 2024, and cost \$1080.00 for the first year.

City Manager Drake is recommending the Council approve entering the Employee Assistance Program with John D. Archbold Memorial Hospital.

This will be an **ACTION ITEM**.

**PARKING LOT CLOSURE-HAUNTED HOUSE FUNDRAISER**

The Pelham Asylum Haunted House and Pelham DDA are requesting the public parking lot located on Mathewson Ave across from Chuy's Grill & Bar be closed for a fundraising event. There will be no alcohol served at this event. The event, which will be a corn hole tournament, will take place July 20, 2024, from 5 p.m.-9 p.m.

City Manager Drake is recommending the Council approve the closure of the public parking lot.


This will be an **ACTION ITEM**.

**ADDITION OF TINY HOME DEVELOPMENTS IN PUD**

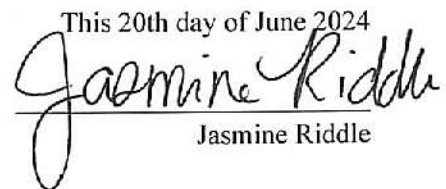
City Manager Drake presented the Council with sample ordinances to account for tiny homes in the city limits. This stems from a developer approaching the city to inquire about building a tiny home subdivision within the city limits.

**ADJOURN**

**Mayor Eubanks declared the meeting closed at 7:44 p.m.**

  
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Mayor, James Eubanks

AUTHENTICATED:

This 20th day of June 2024  
  
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Jasmine Riddle



