

**Finance Committee Meeting  
City of Manchester  
February 20<sup>th</sup>, 2024**

Present: Alderman Hobbs, Vice Mayor Messick, Alderman Parsley

The Manchester City Finance Committee held its regularly called meeting on Tuesday, February 20<sup>th</sup>, at 4:00 p.m. in the board room at Manchester City Hall. Others present were: Director Fox, Assistant Director Johnson and members of the press. The first agenda item was to call the meeting to order by Alderman Joey Hobbs, Chairman of the committee. The second agenda item was the approval of the agenda. All were in agreement with the agenda as presented. The third agenda item was approving the minutes from the January 22<sup>nd</sup> special called meeting. Motion made by Vice-Mayor Messick and seconded by Alderman Parsley. Motion Carried. Fourth agenda item was public comments which none were given.

Fifth agenda item was the bid for the Recreation Center Security Cameras. Director Fox presented the bid results with the lowest from Bankpak at \$68,560. A motion was made by Vice-Mayor Messick and seconded by Alderman Parsley to budget \$68,560 out of capital projects for the project. Alderman Hobbs asked if the police department was handling the LPR cameras for the parking lot. Director Fox stated that the LPR locations had moved from the Recreation parking lot to Hwy 53 and didn't know where the other camera would be located. Alderman Hobbs said that would be worked out at a later date. Motion carried.

Sixth agenda item was the outdoor pool renovations which is already budgeted in the capital funds for the current fiscal year. Director Fox was instructed to proceed with the bidding of outdoor pool slides since it was already budgeted. It was discussed for Director Fox to bring back to the Finance Committee service agreements that will be beneficial for ongoing maintenance. Vice-Mayor Messick asked why the city didn't have a maintenance department. It was stated this is something that needed to be discussed during the budget season.

Seventh agenda item was the presentation of budget amendments by Director Myers. Motion was made by Alderman Parsley and seconded by Vice-Mayor Messick to send to the board for approval. Motion carried.

Eighth agenda item was the ductless mini split system for the accountant's office in Finance. Director Myers asked for approval of the quote from Shelton's Heating and Cooling of \$3585 without seeking additional quoting since it had recently been quoted by Director Smotherman for the IT office. It will come out of the Finance Department Capital Improvement Fund. Alderman Parsley stated that Shelton's had beat the other quotes and agreed the additional quotes were not needed. Motion was made by Alderman Parsley and seconded by Vice-Mayor Messick. Motion carried.

Ninth agenda item was the discussion of the Finance Office staffing. Director Myers presented that since going on Paycom the three salary positions has been working an average of the 7.4 extra days

every pay period and the department needed extra staffing. Director Myers says she wanted to alleviate some stresses to hopefully prevent what happened before with an almost complete turnover. Conclusion was for it to be dealt with during the budget season and Vice-Mayor Messick to discuss with the mayor of a possible emergency hire for the finance department.

Last agenda item was adjournment. Motion made by Vice-Mayor Messick and seconded by Alderman Parsley. Motion carried.

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Finance Committee Chairperson

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Date

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Finance Director

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Date