

MANAGER’S CONFERENCE MINUTES
Portsmouth City Council Meeting on
January 22, 2024 – 9:12 p.m.

Members present:

Sean Dunne	1 st Ward
Charlotte Gordon	2 nd Ward
Andy Cole	3 rd Ward
Lyvette Mosley	4 th Ward
Joey Sandlin	5 th Ward (Absent)
Dennis Packard	6 th Ward

Also, present was City Clerk Diana Ratliff, City Manager Sam Sutherland, and Solicitor John Haas and Auditor M. Trent Williams.

1. 2024 Operating Budget

CM-24-04

Manager Sutherland advised that they were working on the budget and had received some sheets back from the State Auditor’s office so it could be processed. He will try to have that to Council by the end of the month and it will be delivered separately in the form of a flash drive so that Council could review it. He will also send it to the Auditor so that the ordinance could be prepared. He said the goal was to have a first reading on February 12th and passed on February 26th which was the deadline of the extension.

Mayor Gordon reminded that some Councilmembers came at various times to the Manager’s office to review the budget with him directly which was helpful. Auditor Williams said that the ordinance would reflect zeros for the first reading with the final totals on the second.

Vice President Mosley motioned to accept alternative #1.

There were no further questions or comments: **VOTE: 5 ayes – 0 nay, the legislation was moved forward.**

Discussion

1. Discussion items – Manager Sutherland felt that there was some confusion from the last meeting over discussion items and he wanted everyone on the same page. He said that the information needed to come to him as thorough as possible, in order to draft a Council Letter and provide the Solicitor’s office with enough information so that the legislation could be drafted. He’d like Mayor Gordon to clarify her statement again.

Mayor Gordon said that in the interest of efficiency and productivity and to respect everyone’s time. When a Councilmember wanted to submit something to the City Manager as a discussion item, it would need to be submitted in writing to the City Manager with the goal, outlines, prospective outcomes and as much information as possible. This may also take a conversation with the Manager because he needed to know every aspect of what he’s presenting to Council. If a member wanted to change or create

new legislation, it would need to be sent to Solicitor Haas first for sample language so that Council doesn't have these endless discussion items that go on each meeting. Council should be able to come in do the business of the city in a timely manner. Each meeting does not need to last until well after 9:00 p.m. out of respect for all Councilmembers.

The meeting adjourned at 9:16 p.m. on a motion by Vice President Mosley.

Submitted by: Diana Ratliff – City Clerk - For the full audio version of the Manager's Meeting, please go to www.portsmouthohio.org under City Manager 2024 "Audio".