

CITY OF PELHAM – WORK SESSION

Pelham City Hall – Conference Room

September 18, 2017 – 6:00 p.m.

MINUTES

Proper notice of the regularly scheduled Pelham City Council Work Session was given in advance of such public meeting and the notice remained posted throughout the scheduled meeting.

Members of the Pelham City Council met September 18, 2017 at 6:00 p.m. The regular work session was held in the Council Conference Room in Pelham City Hall and was open to the public.

Call to Order

The work session was called to order by Council President Hayes at 6:03 p.m.

Record of Attendance

The following elected officials were present:

Council President Rick Hayes
Councilmember Ron Scott
Councilmember Beth McMillan
Councilmember Maurice Mercer
Councilmember Mildred Lanier
Mayor Gary Waters

Media Present: Emily Reed, Pelham/Shelby County Reporter

Others Present: City department heads, city employees and members of the public

Approval of Minutes

A motion was made by Councilmember Scott to approve the August 29, August 31, 2017 and September 13, 2017 Special Called Council Work Session Minutes and the September 5, 2017 Regular Council Work Session Minutes. The motion was seconded by Councilmember Mercer and passed unanimously by voice vote of those members present.

Mayor Waters' Comments

None

City Manager's Comments

Not present.

Review of Council Agenda

Council President Hayes reviewed the September 18, 2017 city council agenda.

H. Proclamations

Declaring the week of September 17-23, 2017 as Constitution Week in the City of Pelham

Declaring September 25, 2017 as Family Day and September 24-30, 2017 as Family Week in the City of Pelham

I. Requests to Address the Council – None

J. Old Business – None

K. New Business

1. **Resolution 2017-09-18-01** for consideration to approve an ABC License 010-Lounge Retail Liquor, Class 1 license for Lil Bits, LLC, operating under the trade name Lil Bits Tavern located at 3221 Highway 52 W, Suite A & B, Pelham, Alabama 35124

Councilmember Scott noted the ABC applicant was present and acknowledged her membership in the Responsible Vendor Program. He noted owner Jessica Italiano had worked at several local restaurants in the area and has been a trainer with the Responsible Program. Councilmember Scott said he feels comfortable approving the ABC application of Lil Bits, LLC based on her past experience. Chief Palmer said he was okay with approving the application.

2. **Resolution 2017-09-18-02** for consideration to approve an ABC License Application for 150 – Special Retail License – 30 Days or Less for applicant Legends Music LLC, operating under the trade name Oak Mountain Fall Fair, which will be held in the parking lot located at 1000 Amphitheater Road, Pelham, Alabama 35124

Councilmember Scott stated Legends Music applies for this ABC application about twice a year. He said he has no issues with the events at the Oak Mountain Amphitheater and wants to assist Legends in making their business a success. Councilmember Scott recommend approving the ABC application for Legends Music, LLC.

3. **Resolution 2017-09-18-03** for consideration to reappoint Stacey Ramirez and Tamane Moore to the Pelham Beautification Board

Council President Hayes stated he had received positive comments about these two individuals and recommended their reappointment.

4. **Resolution 2017-09-18-04** for consideration to approve the City of Pelham to enter into an easement agreement with CSX Transportation, Inc. related to certain drainage issues involving their 2016 Rail Crossover Project

Public Works Director Eddy Jowers said after CSX finished their rail crossover project in 2016, an issue with standing water on city property had developed, but that CSX had bored under the railroad and installed a pipe in order to drain this area. Mr. Jowers said council approval of this resolution would grant a permanent easement to CSX and make them responsible for maintaining the pipe and culvert. He further stated the city attorney had reviewed the easement documents and recommended approval of the resolution by the city council.

5. **Resolution 2017-09-18-05** for consideration to approve Change Order #4 and Change Order #5 regarding the construction and renovations at the Pelham Civic Complex & Ice Arena

Council President Hayes said he and City Manager Gretchen DiFante had been working through some issues related to these change orders and will address the appropriate items with the City's architects. He stated Change Order #5 would allow for full service cooking in one of the new concession areas in the Main Arena and more convenient food and beverage service for Civic Complex patrons.. Change Order #4 provides steel framing support for the load bearing masonry wall openings in three locations. The total amount of the change orders is \$117,798.00.

6. **Resolution 2017-09-18-06** for consideration to approved Change Order #6 and Change Order #7 regarding the construction and renovations at the Pelham Civic Complex & Ice Arena

Civic Complex Administrator Danny Tate explained Change Order #6 is for the replacement of original flooring in the main lobby, hallways and bath rooms. He stated the existing floor was in much need of replacing due to its age. He further stated the new flooring will allow for easier cleaning by the maintenance staff and will improve the look of the Civic Complex. Council President Hayes said the original plan had been for the city to have this work completed separately from the renovation project. However, the contractor had agreed to complete this work at cost and coordinate it with the renovation work. Change Order #7 provides additional audio upgrades to the Main Arena which will be much more appealing and offer a better fan experience. Mr. Tate said some of the speakers were upgraded several years ago because of Theater on Ice, but that the additional speakers were clearly needed. The total amount of the change orders is \$75,530.00.

7. **Resolution 2017-09-18-07** for consideration to enter into a Non-Alcoholic Beverage Pouring Rights and Sponsorship Agreement

An updated copy of the Non-Alcoholic Beverage Pouring Rights and Sponsorship Agreement was distributed to the city council by Council President Hayes. He stated Coca Cola United brought a good proposal to the city for consideration. Council President Hayes said the city attorney is reviewing the proposed contract. He further stated product pricing has been guaranteed through 2018. Council President Hayes said the resolution calls for the finalizing of the agreement and review by the city attorney. He further stated the timing for moving forward with approval of this agreement is important since the current agreement expires September 30th.

8. **Resolution 2017-09-18-08** for consideration to accept the low bid for gymnasium equipment for the Pelham Recreation Center

Parks and Recreation Director Billy Crandall stated the city received four (4) sealed bids. Two (2) of the bids did not meet the specifications and were disqualified. He stated the low bid was \$12,000 lower

than the other qualified bid. Mr. Crandall said he recommends approval of the low bid by Ready Fitness in the amount of \$149,972.86. He said it is not the goal of the Pelham Recreation Center to compete with Gold's Gym and other similar businesses, but that this equipment will be very good for residents. Council President Hayes reminded the city council the Shelby County Community Health Foundation has already committed \$150,000 toward the Recreation Center project and that this will assist with the cost of the gymnasium equipment.

9. **Resolution 2017-09-18-09** for consideration to approve the City of Pelham entering into a contract agreement for ticket handling, processing and operations at the Pelham Civic Complex & Ice Arena

Council President Hayes said the Civic Complex and Ice Arena was trying to get a ticketing system in place as soon as possible. He recommended approving the contract with TicketReturn. There was further discussion between Council President Hayes and Art Clarkson of the Birmingham Bulls regarding the ticketing system. Councilmember Scott recommended approving the ticketing system favored by the Bulls. Mr. Clarkson said TicketReturn was flexible and fully expected a few bumps in the road in getting the system operational. Councilmember Mercer noted costs incurred for the ticketing system would be paid by the Birmingham Bulls.

10. **Ordinance #399-05** for consideration to amend the Order of Business for meetings of the Pelham City Council by adding "Report of the City Manager". First reading was on September 13, 2017.

Council President Hayes noted for the record the first reading of Ordinance #399-05 was on September 13, 2017. There were no additional comments.

11. **Ordinance #481** for consideration to deannex certain property owned by the Pelham Board of Education within the corporate limits of the City of Pelham. **FIRST READING**

Council President Hayes explained the deannexation has been requested by the Pelham Board of Education (BOE). BOE President Rick Rhoades was present to speak about the deannexation request. Council President Hayes read the ordinance aloud describing the deannexation. He stated the deannexation was specifically related to the Riverchase Middle School (RMS) property owned by the BOE. Mr. Rhoades explained the deannexation was critical in order for the BOE to sell the school building and property to the Hoover Board of Education (Hoover). He further stated Hoover is paying a fair market value for the property and it is a good return for the BOE. Mr. Rhoades said the Hoover review of the proposed sale ends on October 1, 2017 with a closing date on or about the week of October 9. Council President Hayes said the sale will allow the BOE to move forward on several capital projects. Councilmember Mercer asked about approving the ordinance at tonight's city council meeting. Council President Hayes said this had been discussed with the BOE attorney and that it would be better to move forward with approving the ordinance after Hoover finishes its due diligence on October 1, 2017.

12. **Ordinance #482** for consideration to purchase real property located along Ridge Road, Pelham, Alabama 35124 from The Jean E. Stameris Trust and The Sally J. Locke Trust.
FIRST READING

Council President Hayes read aloud the ordinance regarding the property purchase in the amount of \$282,000. Councilmember Scott asked to be reminded "why we are doing this". Council President

Hayes explained the purchase of the property would help in the effort to significantly improve the city's connectivity and traffic flow while specifically improving travel for students and parents to Pelham Oaks Elementary School and Pelham Park Middle School. Councilmember Scott thanked Council President Hayes for the information.

13. Ordinance #483 for consideration to annex into the City of Pelham certain property owned by Venture South located at 3420 Indian Lake Trail and 3478 Indian Lake Way.

FIRST READING

Council President Hayes read aloud the ordinance regarding the annexation request and explained the location of the property. Councilmember Lanier asked why the property owner wanted to be annexed into the City of Pelham. Council President Hayes explained the applicant was requesting annexation for police and fire protection. The city clerk/treasurer noted for the record Bill McKenzie would be present at 7:00 p.m. to answer any additional questions.

(End of September 18, 2017 Agenda Review)

Old Business - None

New Business

1. Discuss the FY2018 Budget
2. Review Radio Read Meter Costs and Current New Water Service Fees

Public Works Director Eddy Jowers explained the meter set fees were established in 2005. He said capital recovery costs are being recouped through the meter set fees charged by many water systems. He further stated 90% of meters in the Pelham system are Badgers and the radio read meters are compatible with these meters. Mr. Jowers said our meter set fees are considerably less than surrounding water systems. Council President Hayes asked about how costs are recovered by the Water Department. Mr. Jowers said the radio read meters are approximately \$155-\$185 more expensive than a traditional meter. Council President Hayes requested a recommendation of going forward with installing radio read meters on all new construction. Councilmember McMillan inquired if any meters had been set on Highway 35. Mr. Jowers said none had been installed. It was stated there would be no additional costs to the customers for replacing existing meters with the radio read meters. Council President Hayes and Councilmember Scott suggested having a water board meeting to discuss establishing new rates for water meter set fees. Mayor Waters said he was surprised at the difference in the cost charged by surrounding cities. Mr. Jowers said the Water Department can start selling radio read meters tomorrow and it was agreed the all meters set in new developments would be radio read meters. The council agreed to leave the meter cost set at \$1,500 each until further notice. Councilmember Lanier said there is a need to inform all developers there may be an increase in meter set fees in the near future.

Work Session Recessed

A motion to recess the work session was made by Councilmember Scott and seconded by Councilmember Lanier. The motion passed unanimously by voice vote of those members present, and the work session was recessed at 6:58 p.m.

Work Session Called Back to Order

Council President Hayes called the recessed September 18, 2017 work session back to order at 7:58 p.m.

3. New Library Construction - Furniture

The city council discussed the furnishings being considered for the new library. Library Director Mary Campbell and Chris Pizzuto, representing the furniture design firm of TMG Educational Interiors, addressed the city council. Council President Hayes suggested a funding option regarding the furnishings with \$200,000 to be included in the FY2018 Library budget, with approximately \$200,000 be funded by the Library Board and the Library Guild to help pay for upgraded . It was further suggested to reallocate funds in the proposed FY2018 budget to pay for furniture. The consensus was this seemed like a good option for the city council to consider. Mrs. Campbell said it would be easier for the Guild to grasp exactly what they are paying for. Council President Hayes suggested fundraising in order to get to another level in furniture quality if that is desired. City Manager Gretchen DiFante asked Mr. Pizzuto to explain his relationship with the city. He stated he is a furniture dealer, focusing on public libraries for the past 14 years. Mr. Pizzuto said he works closely with libraries and architects. Councilmember Lanier asked Mr. Pizzuto to explain the three furniture options which he suggested the city consider. Council President Hayes said we have a good opportunity at this time to discuss furniture options with the Library Guild. Council President Hayes asked about the lead time in ordering furniture. Mr. Pizzuto said delivery time depends on the manufacturer and the type of furniture requested. He said the city could plan on between 10-12 weeks from ordering to delivery.

4. Budget Review – Capital Projects

The city council reviewed the revised Capital Expenditures and Other Requests Budget.

Council President Hayes announced a special called city council work session for Tuesday, September 26, 2017 at 6:00 p.m. followed by special called council meeting at 7:30 p.m. He asked the city clerk/treasurer to post notice of the special meetings. Council President Hayes said some department heads would be asked to discuss their budget as needed. He stated the target date to approve the FY2018 budget was October 2, 2017.

Public Announcements

1. Alabama Hockey will play their first home game of the season against Arkansas on September 22, 2017 at 7:00 p.m. at the Pelham Civic Complex & Ice Arena
2. The Pelham Library Guild will have a fund raising meeting on September 25, 2017 at 5:30 p.m. at Iberia Bank.

Adjournment

A motion to adjourn the work session was made by Councilmember Lanier and seconded by Councilmember McMillan. The motion passed unanimously by voice vote of those members present, and the work session was adjourned at 9:37 p.m.

Respectfully submitted this 18th day of September 2017,



Tom Seale, MMC, City Clerk/Treasurer



Rick Hayes, Council President

