



CITY COUNCIL WORK SESSION MINUTES

Pelham City Hall
Council Conference Room
November 20, 2023 – 4:30 p.m.

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

Members of the Pelham City Council met on Monday, November 20, 2023 at 4:30 p.m. The regular work session was held in the Council Conference Room at Pelham City Hall and was open to the public.

Call to Order

The work session was called to order by Council President Mercer at 4:34 p.m.

Record of Attendance

The following elected officials were present:

Council President Maurice Mercer
Councilmember David Coram
Councilmember Chad Leverett
Councilmember Rick Wash
Councilmember Mildred Lanier-Reed
Mayor Gary Waters

The city clerk/treasurer recorded the attendance of the elected officials and announced a quorum was present. City Manager Gretchen DiFante and City Attorney Josh Arnold were present.

Media Present: Shelby County Reporter

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

Approval of Minutes

A motion was made by Councilmember Coram to approve the November 6, 2023 Regular Work Session Minutes.

The motion was seconded by Councilmember Wash. There being no further discussion, the council president announced the motion passed by a unanimous voice vote of those members present.

Old Business

1. Follow-Up – Traffic Calming Devices

Director of Development Services & Public Works Andre` Bittas continued discussion regarding traffic calming device options available to the city. He asked the city council if they had any questions or desired to move forward with the project. He noted the rules established for the installation of traffic calming devices follow the guidelines set by the National Highway Safety Traffic Administration. Mr. Bittas stated the City of Alabaster funds their program annually. He further stated if a street does not qualify for the traffic calming devices, then the options include educating the public, warning devices, and/or enforcement. Councilmember Lanier-Reed asked that these options be included in the proposed guidelines. It was the consensus of the city council to move forward with a policy, guidelines, and a budget amendment to implement the program.

New Business

1. Discussion – Jack's Family Restaurant – Letter of Intent to Purchase and Develop

Director of Economic Development Michael Simon stated Jack's Family Restaurant is interested in purchasing a portion of Lot No. 2 in the Oak Mountain Trail development. The negotiated purchase price is \$12.12 per square foot for a total sale price of \$665,000.00. The agreement includes \$25,000.00 in earnest money with a 120-day inspection period. He gave a brief overview of the proposed Letter of Intent and Purchase Agreement. Mr. Simon stated the Letter of Intent is the first step in finalizing the purchase agreement. Spencer Akin, Real Estate Broker for Jack's Family Restaurant, addressed the city council. Mr. Akin answered several questions posed by the city council. He noted the store would be corporately owned, and not franchised. He said Jack's timeline is to have the restaurant open within six months after the real estate purchase closes.

2. Discussion – HCI Pelham Central, LLC Development Agreement

Director of Economic Development Michael Simon stated 3.2 acres of property near the Pelham Public Library is under consideration to be purchased by HCI Pelham Central, LLC. He provided a brief overview of the development agreement, including ownership, covenants, and incentive agreements. Mr. Simon described the parcel locations of proposed tenants. John Benner, HCI Pelham Central, LLC, addressed the city council and provided specifics of the development agreement.

3. Discussion – Rescheduling Certain 2024 Work Session & City Council Meeting Dates

City Manager Gretchen DiFante asked the city council to review the 2024 work session and council meeting dates which conflict with federal holidays. She noted those dates are January 1, January 15, and September 2, 2024. She requested the city council review their calendars to reschedule those specific meeting dates and make a recommendation on December 4, 2023. Council President Mercer concurred.

Review of November 20, 2023 City Council Agenda

Council President Mercer reviewed the November 20, 2023 city council agenda.

E. Consent Agenda

A consent agenda is presented by the presiding officer at the beginning of a council meeting. Items presented on the consent agenda are considered routine and/or non-controversial and are organized apart from the rest of the agenda and are adopted by general consent and vote by the city council without debate. Items may be removed from the consent agenda on the request of any member. Removed items may be taken up either immediately after the consent agenda is approved or placed later on the agenda at the discretion of the presiding officer and City Council.

1. Approval of the November 20, 2023 City Council Agenda
2. Approval of the November 6, 2023 Regular Council Meeting Minutes
3. **Resolution 2023-11-20-01** for consideration to designate the City of Pelham as a Bee City USA affiliate.

There were no questions or comments from the city council.

4. **Resolution 2023-11-20-02** for consideration to contract with RCX Sports, LLC for the right to operate and manage the youth flag football program known as NFL Flag Football and the right to operate and manage the youth ball/street hockey program known as NHL Street in the City of Pelham.

There were no questions or comments from the city council.

5. **Resolution 2023-11-20-03** for consideration to approve pay grades and changes to the job title for the position of Groundskeeper at Ballantrae Golf previously reviewed and approved by the Pelham Personnel Board. The pay range adjustment was budgeted for FY2024.

Ballantrae Golf General Manager Hal Brown stated the adjusted job pay grades will be in line with similar positions in the Parks & Recreation Department and the Pelham Racquet Club.

6. **Resolution 2023-11-20-04** for consideration to approve the low bid and Notice of Award to JTL Golf, LLC for cart path and bunker improvements at Ballantrae Golf Club and amend the FY2024 Ballantrae Golf Club's Project Budget.

Director of Development Services & Public Works Andre` Bittas stated this project was approved in the FY2024 budget. He further stated the project will repair and replace golf cart paths and improve the bunker drainage system.

7. **Resolution 2023-11-20-05** for consideration to enter into an agreement with the Shelby County Park & Recreational Authority (SCPORA) to install conduit for the Campus No. 124 Park project, to approve a quote from Alabama Power Company to install overhead to underground electrical service to the Campus No. 124 power meter, and to amend the FY2024 Campus No. 124 Project Budget to complete the park development.

Director of Development Services & Public Works Andre` Bittas stated the two agreements will provide electrical service to Campus No. 124 Park.

8. **Resolution 2023-11-20-06** for consideration to enter into an agreement with the Shelby County Park & Recreational Authority (SCPARA) for site preparation for the City Park Playground project. This project has been budgeted for FY2024.

Director of Development Services & Public Works Andre` Bittas stated the agreement is to grade the site for a sidewalk and playground. Parks & Recreation Director Brian Cooper said the plan is to begin playground construction in early February 2024.

F. Public Hearing(s)

1. A request by OG Puff (Ammar Alsabahi) for a conditional use permit for a CBD, vape, alternative health and wellness, tobacco and exotic snacks store at 2271 Pelham Parkway, Pelham, AL 35124 (former Cahaba Cycle location).

G. Mayor's Report/Comments - None

H. Proclamation(s) by the Mayor and Others

1. Proclaiming November 2023 as National Home Care & Hospice Month in Pelham, Alabama

I. Report of the City Manager

J. Report of the City Attorney – None

K. Request(s) to Address the Council

1. Darius Foster, Chairman, Pelham Commercial Development Authority

L. Old Business / Resolutions / Ordinances / Orders and Other Business – None

M. New Business / Resolutions / Ordinances / Orders and Other Business – None

(End of the November 20, 2023 Agenda Review)

Request to Address the Council

Javier Jerez, Margarita Grill, addressed the city council requesting to be included in the Pelham Entertainment District.

Announcements

1. The Pelham City Council will host a "Meet & Greet" between tonight's Council Work Session and City Council Meeting in the Council Chambers for those residents who have applied for a position on the Pelham Personnel Board as the employee representative.

Adjournment

A motion to adjourn the work session was made by Councilmember Coram and seconded by Councilmember Lanier-Reed. The motion passed unanimously by voice vote of those members present and the work session was adjourned at 6:10 p.m.

Respectfully submitted this 20th day of November 2023.



Tom Seale, MMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

