



CITY COUNCIL WORK SESSION MINUTES

Pelham City Hall Council Conference Room September 22, 2025 – 5:30 p.m.

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

Members of the Pelham City Council met on Monday, September 22, 2025 at 5:30 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 5:30 p.m.

Record of Attendance

The following elected officials were present:

Council President Maurice Mercer
Councilmember David Coram
Councilmember Chad Leverett
Councilmember Rick Wash
Mayor Gary Waters

Not Present: Councilmember Michael Harris, Jr.

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 September 8, 2025 Regular Work Session Minutes.

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

Request to Address the City Council – None

Old Business

1. Discussion – Comprehensive amendment to the City of Pelham Business License Ordinance

City Manager Gretchen DiFante stated Finance Director Jamie Wagner and Assistant City Manager Justin Smith have been answering questions from the city council via email over the past two weeks regarding the amendment; further discussion followed.

New Business

1. Set public hearing date and time regarding the comprehensive amendment to the City of Pelham Business License Ordinance

It was the consensus of those members of the city council present to schedule a public hearing for 7:00 p.m. on Monday, October 6, 2025 in the Council Chambers of Pelham City Hall.

2. Discussion – Pelham Sports Park Renovations Project Scope of Work

Director of Development Services & Public Works André Bittas stated future project plans call for the design and installation of a new turf playing surface for Field 1. Parks and Recreation Director Brian Cooper noted speaking with Mr. Bittas about the current design plans. He suggested adding new fencing and dugouts to the remaining three ballfields to create a seamless and updated look throughout the complex. Mr. Bittas said the additional design cost would be approximately \$23,000.00 and would add about \$350,000.00 to the overall construction cost. City Manager Gretchen DiFante noted the Parks and Recreation budget has enough funds to cover the additional design fee during this fiscal year. After further discussion it was the consensus of those members of the city council present to move forward with the increased design scope of work.

Review of September 22, 2025 City Council Agenda

Council President Mercer and City Manager Gretchen DiFante reviewed the September 22, 2025 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 one 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 September 22, 2025 City Council Agenda
2. Approval of the September 8, 2025 Regular Council Meeting Minutes

3. **Resolution 2025-09-22-01** for consideration to accept a proposal and enter into an agreement with Skipper Consulting, Inc. for a traffic signal warrant evaluation study located at the intersection of County Road 11 and Grey Oaks Parkway. This project was budgeted for FY2025.

Director of Development Services & Public Works André Bittas stated a traffic signal warrant evaluation study was conducted last year but at the request of the city council another study has been ordered for further data collection. He said the study would be finished by the end of the month with the results being released sometime in late October.

F. Public Hearing(s) – None

G. Mayor's Report/Comments

H. Proclamation(s) and Resolution(s) by the Mayor and Others

1. Proclaiming September 2025 as Childhood Cancer Awareness Month in Pelham, Alabama
2. Proclaiming September 2025 as Hunger Action Month in Pelham, Alabama

I. Report by the City Manager

J. Report by the City Attorney

K. Request(s) to Address the Council – None

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

M. New Business / Resolutions / Ordinances / Orders and Other Business

1. **Resolution 2025-09-22-02** for consideration to appoint citizens to the Pelham Parks & Recreation Advisory Board

Parks and Recreation Director Brian Cooper stated they had five applicants for two board positions and two applicants for one student representative position. He stated it was the consensus of the interview panel to reappoint two members already serving on the board but noted he would be reaching out to other citizens who interviewed to hopefully get them involved in other areas of the park.

2. **Resolution 2025-09-22-03** for consideration to affirm the appointment of citizens to serve as polling officials during the City of Pelham Municipal Runoff Election on September 23, 2025

City Clerk/Treasurer Jonathan Seale stated this Resolution was not necessarily required since the polling officials had already been approved prior to the general election. He said it simply affirms the listed polling officials.

3. **Resolution 2025-09-22-04** for consideration to accept the lowest responsive and responsible bid from Coston General Contractors, Inc. for the Pelham Sports Park Renovations Project

There were no comments or questions from any member of the city council.

4. **Resolution 2025-09-22-05** for consideration to amend the scope of work for the Pelham Sports Park Renovations Project

There were no comments or questions from any member of the city council.

(End of the September 22, 2025 Agenda Review)

City Manger Gretchen DiFante stated in the past it has been customary for the city council to be presented with a recommendation on where to move excess budgeted funds. She said for example if there are additional funds originally budgeted for fuel expenses; those would be moved to a designated fund to be used for purchasing vehicles. She mentioned Police Chief Ed Delmore brought her two suggestions and she asked him to present those to the city council.

Chief Delmore spoke to the need for improved ballistic protection for all officers. He said increasing the protection for our officers, especially against rifle rounds, is becoming more of an urgent need. He also said the indoor firing range at the Police Department has been inoperable for several years due to safety concerns. He suggested moving forward with a virtual reality simulator. He said the simulator would allow for video recordings of real places within the City to be uploaded to create a realistic scenario for the officers to train with. He said this is cutting edge technology and Pelham would be the only agency within the County and probably the central Alabama region with it.

It was the consensus of those members of the city council present to move forward with a resolution to consider the two purchases.

Adjournment

A motion to adjourn the work session was made by Councilmember Coram and seconded by Councilmember Wash. The motion passed unanimously by voice vote of those members present, and the work session was adjourned at 6:15 p.m.

Respectfully submitted this 22nd day of September 2025.



Jonathan Seale, CMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

