



CITY COUNCIL WORK SESSION MINUTES

Pelham City Hall Council Conference Room October 6, 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, October 6, 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
Councilmember Michael Harris, Jr.
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 September 22, 2025 Regular Work Session Minutes.

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

New Business

1. Review – Non-profit funding requests for FY2026

Council President Mercer stated he and Councilmember Harris were the appointed members to represent the city council to review the non-profit funding applications with Assistant City Manager Justin Smith. Mr. Smith stated the same process was followed and used in years past to assess the applications. It was noted one of the primary metrics to allocate funding was to determine which organizations had the biggest impact on Pelham citizens. The following recommendations were made:

- Shelby Emergency Assistance: \$ 1,500.00
- ARC of Shelby County: \$ 3,000.00
- Shelby County Child Advocacy Center - Owen's House: \$ 12,500.00
- The B.E.A.T.: \$12,000.00
- Pelham Strong: \$25,000.00

It was the consensus of those members of the city council present to move forward with consideration for approval during the October 20, 2025 council meeting.

2. Discussion – Purchase of used Zamboni for the Pelham Civic Complex & Ice Arena

Executive Director of the Pelham Civic Complex & Ice Arena Seth Greenberg stated the Complex maintains two sheets of ice. He said the City owns two Zambonis and operates them frequently. He added on some days they are operated from 5:00 a.m. to 11:00 p.m. He said with the aging Zambonis he would like consideration to purchase a used Zamboni. He said the model he has found is an older model but with relatively low engine hours. He said regular preventative maintenance has been conducted. He requested the purchase of the used Zamboni from All-Star Arenas, a licensed Zamboni dealer, for \$25,000.00. Mr. Greenberg later noted after a question from the city council, the cost of a new completely outfitted Zamboni is around \$300,000.00.

It was the consensus of those members of the city council present to move forward with consideration of the purchase during the council meeting.

3. Discussion – Proposal from Shelby County Park and Recreation Authority for the construction of pickleball courts and a restroom/pavilion building at the Pelham Senior Center

Director of Development Services and Public Works André Bittas stated pickleball courts were installed a few years ago at the Pelham Senior Center. He said those courts get a lot of use, especially during the evening time. He said this proposal would add two more pickleball courts with a restroom/pavilion building.

He noted the total estimated project cost is approximately \$200,000.00. A budget adjustment would be needed in the amount of \$60,000.00 to account for the additional cost of the project. Mr. Bittas added the Shelby County Park and Recreation Authority would likely begin construction in the spring of 2026.

It was the consensus of those members of the city council present to move forward with consideration for approval of the project and budget amendment during the October 20, 2025 council meeting.

Review of October 6, 2025 City Council Agenda

Council President Mercer and City Manager Gretchen DiFante reviewed the October 6, 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 October 6, 2025 City Council Agenda
2. Approval of the September 22, 2025 and September 30, 2025 Regular Council Meeting Minutes
3. **Resolution 2025-10-06-01** for consideration to authorize the use of wall space in Pelham City Park to the Pelham B.E.A.T.

City Manager Gretchen DiFante recommended the removal of this Resolution from consideration during tonight's city council meeting and rescheduled for October 20, 2025.

Councilmember Wash made a motion to remove Resolution 2025-10-06-01 from the October 6, 2025 city council meeting agenda. Councilmember Coram seconded the motion.

There being no further discussion, the motion passed by a unanimous voice vote of those members of the city council present and the President of the Council declared the same passed and removed.

4. **Resolution 2025-10-06-02** for consideration to authorize a budget amendment and fund balance transfer for the purchase of protective and training equipment for the Pelham Police Department

City Manager Gretchen DiFante noted Police Chief Ed Delmore presented this item during the September 22, 2025 work session. She added funding is available in the budget due to Shelby County assuming all costs related to the P25 radio system upgrades for the police and fire departments.

5. **Resolution 2025-10-06-03** for consideration to accept grant funds on behalf of the City of Pelham Department of Parks & Recreation from the State of Alabama Tourism Department

Director of Parks and Recreation Brian Cooper stated the City is receiving a \$2,600.00 grant to be used for the Music in the Park series.

6. **Resolution 2025-10-06-04** for consideration to accept the proposal and authorize a scope of work change related to the design of the Sports Complex Renovations Project

Director of Development Services & Public Works Andr  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.

7. **Resolution 2025-10-06-05** for consideration to accept the proposal from and authorize a contract agreement with Gorrie Reagan for the replacement and installation of new timeclocks

City Manager Gretchen DiFante stated the City's current timeclocks have reached their end of useful life.

8. **Resolution 2025-10-06-06** for consideration to release the bond money and accept the public street (McAlpin Circle) and rights-of-way within the Ballantrae Subdivision

City Engineer Mike Eddington stated all 18 lots have been built and the seal coat has been applied to the road surface. He added all requirements have been met and recommended acceptance by the city council.

9. **Resolution 2025-10-06-07** for consideration to approve a new full-time employee position and job description at Ballantrae Golf Club

Ballantrae Golf Club General Manager Hal Brown stated the past two years have been unsuccessful in securing a head golf professional. He said this new position will combine two existing positions and save money. He said the Facilities Manager will have similar duties as the head golf professional but will not be required to have a PGA background.

10. **Resolution 2025-10-06-08** for consideration to approve a revised job description and pay range within the Communications Department

City Manager Gretchen DiFante stated the job description for the Communications Manager would be changing to a director level position to align with the job requirements. She said currently this position is the only non-director level on the City's leadership team. She also noted several responsibilities have been added to the position.

F. Public Hearing(s)

1. Regarding the comprehensive amendment to the City of Pelham Business License Ordinance

G. Mayor's Report/Comments

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

1. Proclaiming October 2025 as Domestic Violence Awareness Month in Pelham, Alabama
2. Proclaiming October 2025 as Breast Cancer Awareness Month in Pelham, Alabama
3. Proclaiming October 2025 as Fire Prevention Month in Pelham, Alabama

I. Report by the City Manager

1. Citizen Recognition by the Pelham Fire Department

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 2025-10-06-09** for consideration to authorize a budget amendment and fund balance transfer for the purchase of a used Zamboni for the Pelham Civic Complex & Ice Arena
2. **Ordinance No. 526** adopting the City of Pelham Business License Ordinance and repealing previously adopted legislation in conflict herewith (**First Reading**)
3. **Ordinance No. 527** granting a non-exclusive right-of-way use agreement to Uniti Fiber GulfCo, LLC for the purpose of constructing and maintaining a fiber-based communications system within certain public rights-of-way within the City of Pelham, Alabama (**First Reading**)

(End of the October 6, 2025 Agenda Review)

Adjournment

A motion to adjourn the work session was made by Councilmember Coram and seconded by Councilmember Harris. The motion passed unanimously by voice vote of those members present, and the work session was adjourned at 6:08 p.m.

Respectfully submitted this 6th day of October 2025.



Jonathan Seale, CMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

