



CITY COUNCIL WORK SESSION MINUTES

Pelham City Hall Council Conference Room January 5, 2026 – 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, January 5, 2026 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 Leverett at 5:30 p.m.

Record of Attendance

The following elected officials were present:

Council President Chad Leverett
Councilmember Michelle Power
Councilmember Christine Townes
Councilmember Markus Hal Snowden
Councilmember Michael Harris
Mayor Rick Wash

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 Harris to approve the December 15, 2025 Regular Work Session Minutes.

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

Old Business

1. Discussion – Oak Mountain Trail Property owned by the City of Pelham

Council President Leverett led the discussion between the city council and City Manager Gretchen DiFante.

After further discussion, it was noted City Manager Gretchen DiFante would gather additional information for the city council's review prior to the next contract renewal later this fall. It was the consensus of those members of the city council present to leave the contract agreement renewal on the January 5, 2026 city council meeting agenda for consideration.

New Business

1. Discussion – Amending the FY2026 Mayor and City Manager Departmental Budgets

City Manager Gretchen DiFante explained Alabama State Law allows the mayor to have an executive assistant. She stated Mayor Wash has expressed a desire to reinstate several community events previously held by the City. These efforts require coordination, extensive planning, and calendar management. She added an executive assistant would be required to fulfill these responsibilities.

Mayor Wash discussed plans to strengthen neighborhood and citizen engagement by hosting local events, such as informal gatherings with City leadership to hear residents' concerns. He emphasized the need for a single, strategic point person to manage public communications and event planning. He described the proposed role as an event planner and event manager who would represent the City and provide continuity for these initiatives. Mayor Wash stated while the timing was not ideal, planning efforts need to begin now, and the City needs someone capable of leading these initiatives.

Further discussion followed between City Manager DiFante, Mayor Wash, and the members of the city council.

Councilmember Harris made a motion to remove Resolution 2026-01-05-10 from the January 5, 2026 City Council Consent Agenda and move the item for consideration under New Business. Councilmember Snowden seconded the motion.

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

Review of January 5, 2026 City Council Agenda

Council President Leverett and City Manager Gretchen DiFante reviewed the January 5, 2026 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 January 5, 2026 City Council Agenda
2. Approval of the December 15, 2025 Regular Council Meeting Minutes
3. **Resolution 2026-01-05-01** for consideration to declare certain items as surplus personal property and to authorize the disposal of the same

City Clerk/Treasurer Jonathan Seale clarified the surplus item was a golf/utility cart previously used by the Fire Department at their training facility.

4. **Resolution 2026-01-05-02** for consideration to approve the FY2025 Carry-Forward Capital Project Funding

Finance Director Jamie Wagner stated the City accounts for capital projects differently than the annual operating funds. The Capital Projects Fund maintains a running budget for the duration of each project rather than resetting annually. All other funds (e.g., General, Enterprise, and Special Revenue) are appropriated on an annual basis, and their budgets do not automatically carry forward from one fiscal year to the next.

She further explained to ensure vendors and contractors are paid timely, the Capital Projects Fund maintains a minimum balance sufficient to pay expenditures as they occur. After expenditures are paid from the Capital Projects Fund, the designated funding sources (annual funds, grants, or other restricted sources) reimburse the Capital Projects Fund based on the approved project funding plan. Historically, the City estimated capital project carry-over during the annual budget process. With the addition of the Capital Projects Fund, the City identified a more accurate method.

Over the last several years, the City has requested the carry-over budget amendment after external auditors have reviewed and finalized the prior year's Construction in Progress (CIP). This action authorizes continued funding and appropriation for previously approved, ongoing capital projects. The amendment aligns the 2026 budget with the audited CIP and the City's established reimbursement methodology. This amendment does not create new projects; rather, it carries forward appropriations necessary to complete projects already approved and underway.

5. **Resolution 2026-01-05-03** for consideration to authorize a Property Listing Agreement for property owned by the City of Pelham

See comments under Old Business.

6. **Resolution 2026-01-05-04** for consideration to accept the lowest responsive and responsible bid from Temple J Electric, LLC for the Pelham Greenway Phase IV Trail Lighting Project. This project was budgeted for FY2026.

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

7. **Resolution 2026-01-05-05** for consideration to accept the lowest responsive and responsible bid from Preferred Sandblasting and Painting, LLC for the High Ridge Water Tank Painting Project. This project was budgeted for FY2026.

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

8. **Resolution 2026-01-05-06** for consideration to accept a proposal from and enter into an agreement with Video Industrial Services, Inc. for storm sewer repairs along Royal Lane. This project was budgeted for FY2026.

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

9. **Resolution 2026-01-05-07** for consideration to amend the FY2026 Parks and Recreation Departmental Budget for amenity upgrades at the Pelham Dog Park

Director of Parks and Recreation Brian Cooper stated the FY2026 budget included funds for a disc golf course at City Park. He said based on the increased foot traffic and high density of people, he feels City Park is no longer a good location for a disc golf course. He recommended reallocating the money in the Capital Projects Fund to replace aging equipment and amenities at the Dog Park.

10. **Resolution 2026-01-05-08** for consideration to allow for a one-time membership allowance for certain existing members of the Pelham Recreation Center

Director of Parks and Recreation Brian Cooper stated a program offered through Blue Cross Blue Shield ended at the end of 2025. He said there are 37 members who will lose eligibility to remain members since they are not residents of the City. He recommended the city council grandfather those 37 members and allow them to continue their membership.

11. **Resolution 2026-01-05-09** for consideration to accept the donation of private funds to be used exclusively for the purchase and installation of a bench at City Park in memory of Ms. June Fletcher

Pelham Resident Danny Berry read an excerpt commemorating the life of Ms. June Fletcher.

F. Public Hearing(s) – None

G. Mayor's Report/Comments

H. Proclamation(s) and Resolution(s) by the Mayor and Others – None

I. Report by the City Manager

1. Presentation by The Wounded Blue

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 2026-01-05-10** for consideration to amend the FY2026 Mayor and City Manager Departmental Budgets

See comments under New Business.

2. **Resolution 2026-01-05-11** for consideration of an ABC License Application 050 – Retail Beer (Off Premises Only) and 070 – Retail Table Wine (Off Premises Only) for applicant SKAL USA, INC. operating under the trade name Mama's Country Cooking located at 3350 Pelham Parkway, Suite A, Pelham, Alabama 35124

Paul Fields and the store manager were in attendance representing the owner. Council President Leverett asked if the store would be a participant in the Responsible Vendor Program. Mr. Fields said yes. He also clarified the store was required to have to separate entrances and partitions since part of it is dedicated as a package store.

3. **Resolution 2026-01-05-12** for consideration of an ABC License Application 011 – Lounge Retail Liquor – Class II (Package) and 990 – Tobacco Only for applicant SKAL USA, INC. operating under the trade name Toast Trends located at 3350 Pelham Parkway, Suite B, Pelham, Alabama 35124

See comments under Resolution 2026-01-05-11.

4. **Ordinance No. 070-07** to adopt revised language regarding the City of Pelham's Floodplain Development Ordinance consistent with Federal Emergency Management Agency (FEMA) and National Flood Insurance Program (NFIP) requirements (**First Reading**)

Director of Development Services and Public Works Andrè Bittas stated the Federal Emergency Management Agency (FEMA) and the Alabama Department of Environmental Management (ADEM) requires the updating of the floodplain regulations. He said to remain compliant, minor amendments to the existing Ordinance were needed.

5. **Ordinance No. 528** to amend Chapter 2, Article 1, Sections 2-4 of the Code of Ordinance of the City of Pelham to employ the Mayor as Utility Superintendent (**First Reading**)

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

(End of the January 5, 2026 Agenda Review)

Executive Session

Council President Leverett stated for the record the purpose of the Executive Session is to discuss the legal ramifications of and legal options for pending litigation, controversies not yet being litigated, but imminently likely to be litigated if the governmental body pursues a proposed course of action and to discuss the consideration the governmental body is willing to offer or accept when considering the purchase, sale, exchange, lease, or market value of real property under Sections 36-25A-7(a)(3)(6), Code of Alabama (1975), as amended.

City Attorney Josh Arnold stated the purpose of tonight's Executive Session is appropriate under Sections 36-25A-7(a)(3)(6), Code of Alabama (1975), as amended.

A motion was made by Councilmember Harris to enter into an Executive Session of the city council for the stated purpose. Said motion was seconded by Councilmember Power.

Council President Leverett asked the City Clerk/Treasurer for a roll call vote. The vote to adopt said motion was recorded as follows:

Chad Leverett, Council President	<u>Yes</u>
Michelle Power, Councilmember	<u>Yes</u>
Christine Townes, Council Member	<u>Yes</u>
Markus Hal Snowden, Council Member	<u>Yes</u>
Michael Harris, Council Member	<u>Yes</u>

Council President Leverett noted the Executive Session would take place in the Council Conference Room and asked the members of the City Council, Mayor Wash, City Manager Gretchen DiFante, Assistant City Manager Justin Smith, Director of Development Services & Public Works André Bittas, City Clerk/Treasurer Jonathan Seale, City Engineer Mike Eddington, and City Attorney Josh Arnold to attend the Executive Session. Council President Leverett stated, per City Manager Gretchen DiFante, he expected the city council to return from the Executive Session in approximately 20 minutes. The city council went into an Executive Session at 6:40 p.m.

Councilmember Harris moved to recess the Executive Session. Said motion was seconded by Councilmember Snowden. The motion passed unanimously by voice vote of those members present, and the Executive Session was recessed at 6:58 p.m.

Council President Leverett called the January 5, 2026 city council work session back to order at 6:58 p.m.

A motion to recess the city council work session was made by Councilmember Harris and seconded by Councilmember Snowden. The motion passed unanimously by voice vote of those members present, and the work session was recessed at 6:59 p.m.

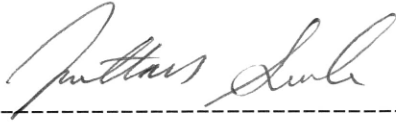
Council President Leverett called the January 5, 2026 city council work session back to order at 8:16 p.m. He then called the Executive Session back to order. It was noted for the record all previous attendees were present with the exception of City Engineer Mike Eddington.

Councilmember Harris moved to adjourn the Executive Session. Said motion was seconded by Councilmember Snowden. The motion passed unanimously by voice vote of those members present, and the Executive Session was adjourned at 9:45 p.m.

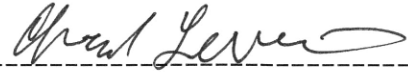
Adjournment

A motion to adjourn the work session was made by Councilmember Harris and seconded by Councilmember Snowden. The motion passed unanimously by voice vote of those members present, and the work session was adjourned at 9:45 p.m.

Respectfully submitted this 5th day of January 2026.



Jonathan Seale, CMC, City Clerk/Treasurer



Chad Leverett, President of the Council

