



CITY COUNCIL MEETING AGENDA

Pelham City Hall – Council Chambers

April 9, 2026 – 5:30 p.m.

**BY GENERAL CONSENT OF THE COUNCIL, AGENDA ITEMS
MAY BE ADDED, REMOVED OR CONSIDERED OUT OF ORDER**

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

- A. Call to Order
- B. Invocation
- C. Pledge of Allegiance
- D. Record of Attendance
- 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 April 9, 2026 City Council Agenda
2. Approval of the March 19, 2026 Regular Council Meeting Minutes and the March 30, 2026 Special Council Meeting Minutes
3. **Resolution 2026-04-09-01** for consideration to declare certain item(s) (vehicle) owned by the City of Pelham as surplus personal property and to authorize the disposal of the same
4. **Resolution 2026-04-09-02** for consideration to authorize an agreement to participate as the title sponsor in the WBRC 2026 Summer Staycation advertising campaign. This expense was budgeted for FY2026.
5. **Resolution 2026-04-09-03** for consideration to repeal and replace Resolution 2025-12-15-01 which authorized non-exclusive parking in the City of Pelham Entertainment District
6. **Resolution 2026-04-09-04** for consideration to authorize a grant funding agreement with the Shelby County Commission to benefit the Pelham Senior Center

F. Public Hearing(s) – None

G. Mayor's Report/Comments

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

1. Proclaiming April 2026 as National Donate Life Month in Pelham, Alabama

I. Report by the City Manager

1. The Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA)

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 2026-04-09-05** for consideration to enter into a professional services agreement with Sumter Local Government Consulting for employment search services
2. **Resolution 2026-04-09-06** for consideration of an ABC License Application 011 – Lounge Retail Liquor – Class II (Package) and 990 – Tobacco Only for applicant DEV GOAPL 1 INC., operating under the trade name Liquor Spot located at 2969 Pelham Parkway Suite A, Pelham, Alabama 35124
3. **Resolution 2026-04-09-07** for consideration of an ABC License Application 020 – Restaurant Retail Liquor – for applicant PWW Pelham LLC, operating under the trade name Hooters of Pelham located at 400 Cahaba Valley Road, Pelham, Alabama 35124
4. **Resolution 2026-04-09-08** for consideration of an ABC License Application 010 – Lounge Retail Liquor – Class I – for applicant The Old Hog LLC, operating under the trade name The Old Place located at 112 Bowling Lane, Pelham, Alabama 35124
5. **Ordinance No. 529** to declare empty panel space on City-owned signage located at the corner of U.S. Highway 31 and Amphitheater Road as surplus real property (**First Reading**)

N. Public Comments

Public comments are limited to three (3) minutes per speaker. Individuals wishing to address the City Council may, after being recognized, approach the podium, and state their name and physical address prior to making their comments in a respectful manner.

Please note, the public comment period is intended for comments only. It is not a public hearing, nor is it a time for dialogue, debate, or questions to the City Council. Any questions or requests for additional information will be noted and may be addressed by the appropriate City staff or officials at a later time.

O. City Council Comments

P. Public Announcements

1. The City of Pelham's American 250 celebration continues Saturday, April 18, 2026 at Pelham City Park. The day begins at 8:00 a.m. with a community 5K, followed by bounce houses, face painting, and family-friendly activities, along with a Home Run Derby featuring Pelham Fire and Police. That evening, the Midnight Run of Paul Revere begins at 10:30 p.m., with a glow station, coffee station, and music to energize the crowd.
2. A public hearing will be held on Thursday, April 23, 2026 at 5:30 p.m. in the Council Chambers of Pelham City Hall to consider the condemnation of substantially damaged buildings located along Chandalar Court in Pelham, Alabama.
3. A public hearing will be held on Thursday, May 7, 2026 at 5:30 p.m. in the Council Chambers of Pelham City Hall to consider whether the City of Pelham will assume ownership and maintenance of privately owned sewer lift stations located in the Holland Lakes Subdivision, with costs to be paid by special assessment of property owners in said Subdivision.
4. The spring shred and electronic recycling event hosted by Secure Shredding & Recycling and the City of Pelham has been rescheduled for Saturday, May 16, 2026 from 9:00 a.m. until 12:00 Noon. It will take place in front of City Hall, 3162 Pelham Parkway. Additional details about shredding and electronic recycling are available on the City's website, pelhamalabama.gov.

Q. Adjournment

THE COUNCIL MEETING IS OPEN TO THE PUBLIC BUT IS NOT A PUBLIC HEARING



CITY COUNCIL MEETING MINUTES

**Pelham City Hall
City Council Chambers
March 19, 2026 – 5:30 p.m.**

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

Date: March 19, 2026
Time: 5:30 p.m.
Place: Pelham City Hall – City Council Chambers
Present: President of the Council Chad Leverett
Councilmember Michelle Power
Councilmember Christine Townes
Councilmember Markus Hal Snowden
Councilmember Michael Harris
Mayor Rick Wash

CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

Council President Leverett called the meeting to order at 5:30 p.m. Councilmember Snowden led the invocation. The Pledge of Allegiance was led by Council President Leverett.

RECORD OF ATTENDANCE

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.

AGENDA ADDITION

Councilmember Snowden made a motion to add Resolution 2026-03-19-11 to the March 19, 2026 city council meeting agenda. Councilmember Harris 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.

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 March 19, 2026 City Council Agenda
2. Approval of the March 5, 2026 Regular Council Meeting Minutes
3. **Resolution 2026-03-19-01** for consideration to enter into a lease agreement between Ballantrae Golf Club and Jerry Pate Turf & Irrigation for turf equipment
4. **Resolution 2026-03-19-02** for consideration to accept a proposal from and entering into an agreement with Central Alabama Asphalt & Construction Co., LLC for repair and resurfacing of the walking trail at Coker Park and accepting a proposal from and entering into an agreement with Video Industrial Services, Inc. for pipe and headwall repairs. This project was budgeted for FY2026.

5. **Resolution 2026-03-19-03** for consideration to authorize and entering into a Lighting Services Agreement with Alabama Power Company and assuming the street light expenses in the Grey Oaks Subdivision, Sectors 8 and 10
6. **Resolution 2026-03-19-04** for consideration to authorize and enter into a Preliminary Engineering Agreement with CSX Transportation, Inc. for the review, coordination, and approval of the plans for the CR-52 Railroad Crossing Elimination Project. This project was budgeted for FY2026.
7. **Resolution 2026-03-19-05** for consideration to authorize and enter into an agreement with AECOM to provide engineering and surveying services for the CR-52 Railroad Crossing Elimination Project. This project was budgeted for FY2026.
8. **Resolution 2026-03-19-06** for consideration to authorize and enter into an agreement with Pyro Shows of Alabama, Inc. for the City of Pelham's annual Independence Day fireworks celebration, Fire on the Water. This expense was budgeted for FY2026.
9. **Resolution 2026-03-19-07** for consideration to appoint voting delegates for the Annual Convention of the Alabama League of Municipalities on April 28, 2026 – May 1, 2026

Council President Leverett stated the complete text of the agenda, minutes, ordinances, and resolutions are available at Pelham City Hall and online at www.pelhamalabama.gov.

Councilmember Harris made a motion to adopt the Consent Agenda as presented by Council President Leverett. Councilmember Power seconded the motion.

There being no further discussion, Council President Leverett asked the City Clerk/Treasurer for a roll call vote. The vote to adopt the Consent Agenda was recorded as follows:

Chad Leverett, Council President	<u>Yes</u>
Michelle Power, Council Member	<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>

The motion to adopt the Consent Agenda passed unanimously by roll call vote of those members present and the President of the Council declared the same passed and adopted.

PUBLIC HEARING(S) – None

MAYOR'S REPORT/COMMENTS

Mayor Wash invited everyone to come out to the Red, White & Bulls event this Saturday at the Pelham Civic Complex & Ice Arena. He said this would be the City's kickoff event for the America 250 celebration.

PROCLAMATION(S) AND RESOLUTION(S) BY THE MAYOR AND OTHERS

1. Proclaiming March 2026 as Developmental Disabilities Awareness Month in Pelham, Alabama

Mayor Wash presented the Proclamation to Sarah Katherine Coram and Cal Messer, representing Youth Leadership Shelby County (Group 3), and Carole Lyons representing the Arc of Shelby County.

REPORT BY THE CITY MANAGER

City Manager Gretchen DiFante made the following comments:

- Stated Mayor Wash provided an update on the State of the City at the Shelby County Chamber of Commerce luncheon yesterday. She said he did a great job and represented the City well.

- Reviewed recent housing market data through the end of February, noting trends in both new and existing home sales. She explained that the market is currently at approximately a six-month equilibrium, and emphasized that housing demand, supply, and overall market conditions play a significant role in shaping the City's housing needs.
- Stated that she attended the Georgia City-County Management Association conference the previous week at the organization's invitation. She highlighted a particularly informative session on artificial intelligence, as well as a presentation by Dr. Kimberly Nelson, a professor in the MPA program at the University of North Carolina, widely regarded as a leading institution in local government studies. Dr. Nelson's work focuses on ethics in local government, and her research indicates that jurisdictions with a council-manager form of government are statistically less likely to experience corruption. The City Manager expressed her appreciation for the opportunity to serve as a professional city manager in the City of Pelham.
- Discussed the City's participation in the ETC Institute's citizen survey, noting the most recent survey (2024–2025) has been completed and another survey will be conducted at the end of the year. She reported that Pelham was recognized as a "Leading the Way" Award recipient based on the prior survey, placing the City in the top 10% of participating communities nationwide. The survey measures areas such as overall quality of life, customer service provided by City employees, and the value residents feel they receive for their tax dollars. Pelham received a composite score of 232, compared to the national average of 114.

REPORT BY THE CITY ATTORNEY – None

REQUEST(S) TO ADDRESS THE COUNCIL – None

OLD BUSINESS / RESOLUTIONS / ORDINANCES / ORDERS and OTHER BUSINESS

1. **Ordinance No. 324-07** to repeal Section 5-34.4 of the City of Pelham Code of Ordinances regarding sales and use tax collection procedures (**First Reading was on March 5, 2026**)

Councilmember Harris moved to adopt Ordinance No. 324-07 as presented and Councilmember Snowden seconded the motion.

There being no further discussion, the motion to adopt Ordinance No. 324-07 was given vote, and the roll call vote was as follows:

Chad Leverett, Council President	<u>Yes</u>
Michelle Power, Council Member	<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>

Ordinance No. 324-07 passed by unanimous roll call vote of the council and the council president declared the same passed.

NEW BUSINESS / RESOLUTIONS / ORDINANCES / ORDERS and OTHER BUSINESS

1. **Resolution 2026-03-19-08** for consideration to authorize an FY2026 budget amendment to fund America 250 celebration events in Pelham, Alabama was introduced by Council President Leverett.

Mayor Wash said the City of Pelham has created an America 250 committee through the State of Alabama. He requested a budget amendment from the city council in the amount of \$7,200.00, which will cover the remaining event costs and needed supplies.

Councilmember Power made a motion to adopt Resolution 2026-03-19-08. Councilmember Harris seconded the motion.

There being no further discussion, the motion to adopt Resolution 2026-03-19-08 passed by a unanimous voice vote of those members present and the President of the Council declared the same passed and adopted.

2. **Resolution 2026-03-19-09** for consideration to set the date and time for a public hearing to consider accepting the privately owned sewer lift stations located in the Holland Lakes Subdivision was introduced by Council President Leverett.

Councilmember Harris made a motion to adopt Resolution 2026-03-19-09. Councilmember Snowden seconded the motion.

There being no further discussion, the motion to adopt Resolution 2026-03-19-09 passed by a unanimous voice vote of those members present and the President of the Council declared the same passed and adopted.

Council President Leverett noted the public hearing would be held on Thursday, May 7, 2026 at 5:30 p.m. in the Council Chambers of Pelham City Hall.

3. **Resolution 2026-03-19-10** for consideration to set the date and time for a public hearing to consider condemning substantially damaged buildings located along Chandalar Court in Pelham, Alabama was introduced by Council President Leverett.

Councilmember Snowden made a motion to adopt Resolution 2026-03-19-10. Councilmember Harris seconded the motion.

There being no further discussion, the motion to adopt Resolution 2026-03-19-10 passed by a unanimous voice vote of those members present and the President of the Council declared the same passed and adopted.

Council President Leverett noted the public hearing would be held on Thursday, April 23, 2026 at 5:30 p.m. in the Council Chambers of Pelham City Hall.

4. **Resolution 2026-03-19-11** for consideration to enter into an agreement with Kissel Entertainment, LLC and authorize the use of City-owned property for the purposes of hosting a spring fair in Pelham, Alabama was introduced by Council President Leverett.

Councilmember Harris made a motion to adopt Resolution 2026-03-19-11. Councilmember Power seconded the motion.

There being no further discussion, the motion to adopt Resolution 2026-03-19-11 passed by a unanimous voice vote of those members present and the President of the Council declared the same passed and adopted.

PUBLIC COMMENTS

Public comments are limited to three (3) minutes per speaker. Individuals wishing to address the City Council may, after being recognized, approach the podium, and state their name and physical address prior to making their comments in a respectful manner.

Please note, the public comment period is intended for comments only. It is not a public hearing, nor is it a time for dialogue, debate, or questions to the City Council. Any questions or requests for additional information will be noted and may be addressed by the appropriate City staff or officials at a later time.

- Shawn Massey – 504 Hillsboro Lane, Helena, AL 35080 – Regarding retiree health insurance premiums for City of Pelham employees.

CITY COUNCIL COMMENTS

Councilmember Harris thanked Shawn Massey for his 27 years of service with the Pelham Fire Department. He thanked everyone for coming out to the meeting tonight.

Councilmember Power thanked the Arc of Shelby County for being here tonight and everything they do in our community. She noted having a child who received services through the Arc of Shelby County and she is happy to have them honored tonight for all the good they do.

Councilmember Townes thanked everyone for attending the meeting tonight.

Council President Leverett read Psalms 119:2. He thanked the Arc of Shelby County for being here in Pelham and for all the meaningful services they continue to provide to the community.

Councilmember Snowden thanked the Arc of Shelby County for all the work they do in our community. He noted his excitement about the engineering agreements being approved tonight for the CR-52 railroad crossing elimination project. He said there is a significant amount of planning required with a job of this magnitude. He thanked everyone for being here tonight.

PUBLIC ANNOUNCEMENTS

1. Kick off Pelham's America 250 celebration at Red, White & Bulls Military Appreciation Night this Saturday, March 21, 2026 at the Pelham Civic Complex & Ice Arena. Salute to Service on the Plaza begins at 4:00 p.m. outside with military vehicles and displays, family friendly activities, and photos with Toro and Miss Alabama. The celebration continues inside with the Birmingham Bulls game at 7:00 p.m. Come early and join us for this special community event.
2. Shelby County will host a Free Landfill Day at the Shelby County Landfill located at 401 Landfill Road on Highway 70 between Columbiana and Calera on Saturday, March 28, 2026 from 7:30 a.m. until 3:30 p.m. All participants must be unloaded and exited from the landfill by 3:30 p.m.
3. The spring shred and electronic recycling event hosted by Secure Shredding & Recycling and the City of Pelham has been rescheduled for Saturday, May 16, 2026 from 9:00 a.m. until 12:00 Noon. It will take place in front of City Hall, 3162 Pelham Parkway. Additional details about shredding and electronic recycling are available on the City's website, pelhamalabama.gov.

ADJOURNMENT

With no other business before the city council, Councilmember Harris moved to adjourn the council meeting and Councilmember Power seconded the motion. By voice vote the motion passed unanimously by those members present and the meeting was adjourned at 6:13 p.m.

Respectfully submitted this 19th day of March 2026.

Jonathan Seale, CMC, City Clerk/Treasurer

Chad Leverett, President of the Council

[SEAL]



CITY COUNCIL MEETING MINUTES

**Pelham City Hall
City Council Chambers
March 30, 2026 – 5:00 p.m.**

Special Called Meeting

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

Date: March 30, 2026
Time: 5:00 p.m.
Place: Pelham City Hall – City Council Chambers
Present: President of the Council Chad Leverett
Councilmember Michelle Power
Councilmember Christine Townes
Councilmember Markus Hal Snowden
Councilmember Michael Harris
Mayor Rick Wash

CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

Council President Leverett called the meeting to order at 5:00 p.m. Councilmember Townes led the invocation. The Pledge of Allegiance was led by Councilmember Harris.

RECORD OF ATTENDANCE

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.

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 March 30, 2026 City Council Agenda

Councilmember Harris made a motion to adopt the Consent Agenda as presented by Council President Leverett. Councilmember Power seconded the motion.

There being no further discussion, Council President Leverett asked the City Clerk/Treasurer for a roll call vote. The vote to adopt the Consent Agenda was recorded as follows:

Chad Leverett, Council President	<u>Yes</u>
Michelle Power, Council Member	<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>

The motion to adopt the Consent Agenda passed unanimously by roll call vote of those members present and the President of the Council declared the same passed and adopted.

PUBLIC HEARING(S) – None

MAYOR'S REPORT/COMMENTS – None

PROCLAMATION(S) AND RESOLUTION(S) BY THE MAYOR AND OTHERS – None

REPORT BY THE CITY MANAGER – None

REPORT BY THE CITY ATTORNEY – None

REQUEST(S) TO ADDRESS THE COUNCIL – None

OLD BUSINESS / RESOLUTIONS / ORDINANCES / ORDERS and OTHER BUSINESS – None

NEW BUSINESS / RESOLUTIONS / ORDINANCES / ORDERS and OTHER BUSINESS

1. Discussion – Senate Bill 304, currently under consideration in the Alabama State Legislature, which would regulate how municipalities levy business licenses on certain trade industries

City Manager Gretchen DiFante introduced discussion regarding Senate Bill 305 and House Bill 566, sponsored by Senator Greg Albritton and Representative Paul Lee, respectively. A brief overview of the legislation and its current movement through committee and the Senate was provided.

Concerns were raised regarding how the bill has been presented during legislative discussions, including references to a "10% double taxation," which City staff indicated is inaccurate. It was noted there is confusion surrounding the inclusion of certain contractor classifications within the bill. The City is seeking additional clarity and to delay the bill's progress to allow more time for municipalities to evaluate potential impacts. Concerns from other municipalities were also acknowledged.

Finance Director Jamie Wagner provided additional analysis, explaining she identified concerns upon reviewing the legislation. She walked the city council through the City's business license structure and explained how the bill could impact revenue collection. Ms. Wagner noted the legislation has moved rapidly in recent days and emphasized it does not involve the creation of a new tax, but rather could affect the City's ability to enforce existing ordinances.

She further explained that the City's business licenses are calculated based on gross receipts and businesses are responsible for reporting total gross receipts. Using a jobsite example, she demonstrated how the current system functions and how the proposed legislation could disrupt that process. It was noted the bill appears to focus on business headquarters versus jobsite activity, which does not align with how municipalities currently collect license revenue.

Ms. Wagner also highlighted the bill could result in an estimated annual revenue loss between \$500,000.00 and \$750,000.00, potentially impacting the City's ability to provide services at its current levels. Additionally, concerns were raised about the inclusion of multiple contractor and subcontractor classifications, along with a separate industrial materials provider classification, which staff indicated lacks consistency in application.

City Manager DiFante read a statement from the Alabama League of Municipalities expressing opposition to the bill. She also pointed out the bill proposes an effective date of October 2nd, which does not align with the municipal business license calendar year, further suggesting municipalities were not consulted during the drafting process.

City Manager DiFante recommended several potential actions, including:

- Contacting committee members prior to the upcoming hearing on March 31, 2026;
- Reaching out to local legislative representatives;
- Having the Mayor and/or a designated representative attend the hearing; and
- Adopting a formal resolution opposing the legislation.

Council President Leverett asked if the Council was in agreement with pursuing these actions. Council members expressed concern regarding the bill and its potential financial impact on the City. There was unanimous consensus to move forward with opposing the legislation in its current form.

Council President Leverett asked City Clerk/Treasurer Jonathan Seale to read Resolution 2026-03-30-01 in its entirety.

Councilmember Townes made a motion to add Resolution 2026-03-30-01 to the March 30, 2026 special called city council meeting agenda. Councilmember Snowden seconded the motion.

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

Councilmember Snowden made a motion to adopt Resolution 2026-03-30-01, which opposes Senate Bill 304. Councilmember Townes seconded the motion.

There being no further discussion, the motion to adopt Resolution 2026-03-30-01 passed by a unanimous voice vote of those members present and the President of the Council declared the same passed and adopted.

PUBLIC COMMENTS

Public comments are limited to three (3) minutes per speaker. Individuals wishing to address the City Council may, after being recognized, approach the podium, and state their name and physical address prior to making their comments in a respectful manner.

Please note, the public comment period is intended for comments only. It is not a public hearing, nor is it a time for dialogue, debate, or questions to the City Council. Any questions or requests for additional information will be noted and may be addressed by the appropriate City staff or officials at a later time.

There were no comments from any member of the public.

CITY COUNCIL COMMENTS

Council President Leverett stated the Pelham Strong Walk and 5K, on April 18, 2026, will feature a midnight run to commemorate the Midnight Ride of Paul Revere. He read the theme Bible verse for the event, 1 Corinthians 9:24. He thanked the City staff who work diligently to compile the information presented tonight.

Councilmember Snowden said Sav-A-Life Shelby, Inc. is holding a walk-a-thon starting today, March 30, 2026. He wished everyone a Happy Easter Sunday.

Councilmember Harris made no additional comments.

Councilmember Power echoed the comments from Council President Leverett about the Pelham Strong Walk and 5K event. She said the students at Pelham Oaks Elementary and Pelham Ridge Elementary are making lanterns to line the path of the midnight run. She said she hoped everyone had a great spring break and is looking forward to Easter Sunday.

Councilmember Townes thanked everyone for coming out to the special called meeting tonight. She said the issues presented tonight are impactful to a city. She said growing costs are concerning and the businesses in Pelham are important. She said there has to be middle ground on this issue and not have it sprung on cities without due notice.

PUBLIC ANNOUNCEMENTS – None

ADJOURNMENT

With no other business before the city council, Councilmember Power moved to adjourn the special called council meeting and Councilmember Harris seconded the motion. By voice vote the motion passed unanimously by those members present and the meeting was adjourned at 5:41 p.m.

Respectfully submitted this 30th day of March 2026.

Jonathan Seale, CMC, City Clerk/Treasurer

Chad Leverett, President of the Council

[SEAL]



Pelham

A path apart.

SPECIAL CALLED CITY COUNCIL MEETING

WAIVER OF NOTICE

We, the undersigned members of the City Council of the City of Pelham, Alabama, hereby waive notice of a Special Called Council Meeting of the Pelham City Council for the purpose of discussing Senate Bill 304, currently under consideration in the Alabama State Legislature, which would regulate how municipalities levy business licenses on certain trade industries and/or other council business and do consent that said City Council Meeting for said purpose be held in the Council Chambers of Pelham City Hall in the City of Pelham, Alabama at 5:00 p.m. on the 30th day of March 2026.

Chad Leverett, President of the Council

Councilmember Michelle Power

Councilmember Christine Townes

Councilmember Markus Hal Snowden

Councilmember Michael Harris

RESOLUTION 2026-04-09-01

Declaring Surplus Personal Property

WHEREAS, the City of Pelham, Alabama, has certain items of personal property which are no longer needed for public or municipal purposes; and

WHEREAS, Section 11-43-56 of the Code of Alabama of 1975 authorizes the municipal governing body to dispose of unneeded personal property.

NOW, THEREFORE, BE IT RESOLVED by the Pelham City Council as follows:

SECTION 1. That the personal property attached hereto is owned by the City of Pelham, Alabama and is no longer needed for public or municipal purposes.

SECTION 2. The mayor, city manager, and city clerk/treasurer shall be, and they are hereby, authorized and directed to dispose of the personal property owned by the City of Pelham, Alabama, by receiving bids, auctioning, direct selling, or donating such property. Except for the items to be sold or donated as noted in Section 1 above, all such property shall be sold to the highest bidder, provided, however, that the mayor, city manager, and city clerk/treasurer shall have the authority to reject all bids when, in their opinion, they deem the bids to be less than adequate consideration for the personal property. If an item does not receive a bid due to lack of value or condition, the mayor, city manager, and city clerk/treasurer are authorized to dispose of the property.

SECTION 3. All vehicles, items and equipment will be sold or donated “as is” and “where is” with no expressed or implied warranty or guarantee. Buyers are responsible for pick-up and transport of the vehicles, items and equipment from the sale or alternate site. All sales are final. No refunds will be granted. Payment for surplus personal property shall be in the form of cash or an official bank check. In most cases, no personal checks will be accepted.

THEREUPON _____, a councilmember, moved and _____, a councilmember, seconded the motion that Resolution 2026-04-09-01 be given vote, and said Resolution passed by a unanimous vote of the Council present, and the President of the Council declared the same passed and adopted.

ADOPTED this 9th day of April 2026.

Chad Leverett, President of the Council

[SEAL]

ATTEST

Jonathan Seale, CMC, City Clerk/Treasurer

I, the undersigned qualified City Clerk/Treasurer of the City of Pelham, Alabama, do hereby certify that the above and foregoing is a true copy of a resolution lawfully passed and adopted by the City Council of the City of Pelham, at a regular meeting of such Council held on the 9th day of April 2026 and that such Resolution is on file in the office of the City Clerk/Treasurer and that no action has been taken to rescind or modify said Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City on this 9th day of April 2026.

Jonathan Seale, CMC City Clerk/Treasurer

[SEAL]



Pelham

A path apart.

MEMORANDUM

TO: Gretchen DiFante, City Manager

FROM: Mary Campbell, Library Director

CC: Jonathon Seale, City Clerk

DATE: 3/27/2026

SUBJECT: Library Van

2013 Ford E150 Van

VIN: 1FTNE1EW9DDB05788

mileage.: 53,500

The library van has reached the end of its usable life. The maintenance costs now outweighed its usefulness. I am recommended it be declared surplus property.

MC

RESOLUTION 2026-04-09-02

Authorizing a Summer Marketing Campaign with WBRC Fox 6

WHEREAS, the Pelham City Council found and determined it serves a public purpose to promote and showcase the beauty, charm and uniqueness of Pelham, Alabama as a travel destination during the Summer of 2026 in the Central Alabama region.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pelham, Alabama to authorize the Mayor, on behalf of the City, to enter into a marketing agreement with WBRC FOX 6 to secure the title sponsorship in WBRC FOX 6's *Summer Staycation* campaign from May 29, 2026 through July 31, 2026 in an amount not to exceed \$15,000.00.

BE IT FURTHER RESOLVED the Pelham City Council agrees the campaign will give the City exposure to cement its brand identity as a recreation destination in the southeastern United States.

BE IT FURTHER RESOLVED said Marketing Agreement shall become a permanent part of this Resolution.

BE IT FURTHER RESOLVED title sponsorship in WBRC FOX 6's *Summer Staycation* campaign is funded in the Communications and Branding FY2026 budget.

THEREUPON _____, a councilmember, moved and _____, a councilmember, seconded the motion that Resolution 2026-04-09-02 be given vote, and said resolution passed by unanimous vote of the Council present, and the President of the Council declared the same passed and adopted.

ADOPTED this 9th day of April 2026.

Chad Leverett, President of the Council

[SEAL]

ATTEST

Jonathan Seale, CMC, City Clerk/Treasurer

I, the undersigned City Clerk/Treasurer of the City of Pelham, Alabama, do hereby certify that the above and foregoing is a true copy of a resolution lawfully passed and adopted by the City Council of the City named herein, at a regular meeting of such Council held on the 9th day of April 2026 and that such Resolution is on file in the office of the City Clerk/Treasurer and that no action has been taken to rescind or modify said Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City on this 9th day of April 2026.

Jonathan Seale, CMC, City Clerk/Treasurer

[SEAL]



Pelham

A path apart.

MEMORANDUM

TO: Gretchen DiFante, City Manager

FROM: Gina Womack, Acting Communications Manager

CC: Jonathan Seale, City Clerk

DATE: March 31, 2026

SUBJECT: WBRC Staycation Advertising Campaign

Once again, the City of Pelham has the opportunity to participate as the title sponsor in the 2026 WBRC Summer Staycation advertising campaign. This regional campaign is designed to promote local destinations and encourage residents throughout the Birmingham metro area and Central Alabama to explore nearby communities during the summer months.

This investment provides a valuable opportunity for Pelham to highlight its wide range of recreational amenities and attractions available to families seeking activities close to home. As more visitors are drawn to experience Pelham's parks, venues, and entertainment options, the City benefits not only from increased exposure but also from the economic impact of visitors' spending money within the community. In turn, this heightened visibility strengthens Pelham's position as an attractive place to live and to establish a business.

The total cost of the campaign is \$15,000 and includes a professionally produced two-minute feature segment showcasing Pelham; designation as title sponsor with prominent placement of the City logo on the WBRC Staycation webpage; weekly boosted social media promotions; logo inclusion in television and digital advertising; four homepage takeovers on WBRC.com during the campaign period; approximately 750,000 digital display impressions across WBRC platforms; and logo placement on official Staycation destination signage.

We are repurposing a commercial used last year to avoid extra production costs.

The campaign will run from May 29 through July 31, 2026. Funding for this initiative is included in the City's FY2026 budget.

The logo features the call letters "WBRC" in a bold, sans-serif font, positioned above the word "Summer" which is written in a large, flowing script. Below "Summer" is the word "STAYCATION" in a tall, condensed, all-caps sans-serif font. The entire logo is set against a dark, textured background that resembles a night sky or a close-up of a celestial body.

WBRC Summer STAYCATION

Here is where the summer fun begins!



Capitalize on Staycation Travel!

We want to help connect our viewers with the beauty, charm and uniqueness of Central Alabama and help local businesses and destinations benefit from the new demand for close to home trips and experiences!

WBRC will be promoting businesses like yours to our expansive network of viewers both on air and online to...

**DRIVE MORE INTEREST AND FOOT
TRAFFIC TO YOUR LOCATION!**

2025 WBRC STAYCATION Was a Success!



150,532

LOCAL "STAYCATIONERS" REACHED
Unique users reached by the promotion .



858

VIEWER SUBMITTED PHOTOS
Entries we received from viewers



PROMOTIONAL ADS

*Ad views and clicks received
from 2025 Staycation promos.*

1,631,936

Total Ad Views

8,834

Total Ad Clicks

WBRC VIEWERS

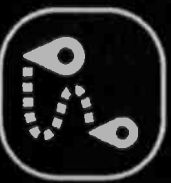
Are Experience Seekers!



Family Focused
252,000 online viewers.



Foodies
177,000 online viewers.



Travel Buffs
257,000 online viewers.



Shutterbugs
178,000 online viewers.

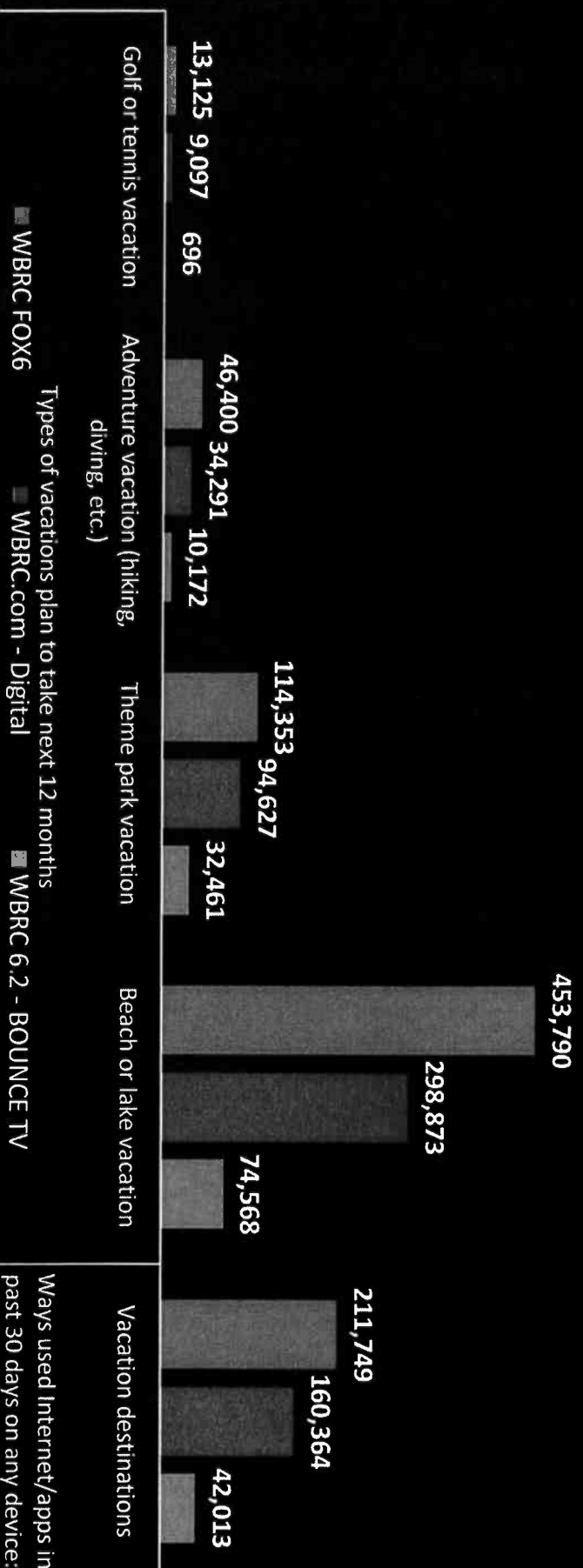


Outdoor Enthusiasts
247,000 online viewers.



Art/Theater Buffs
167,000 online viewers.

REACH TRAVEL INTENDERS On Air & Online!





WBRC *Summer* STAYCATION

- Promotion starts May 29th and ends July 31st
- **Weekly drawings for viewers to win a \$50 gift card and at the end of the promotion a grand prize drawing for a \$200 gift card**
- **To be entered in to win**, our viewers must submit a photo of their summer staycation to the contest page.
- **To be qualified for the grand prize** viewers must submit photo submissions from a minimum of one participating sponsor's location.

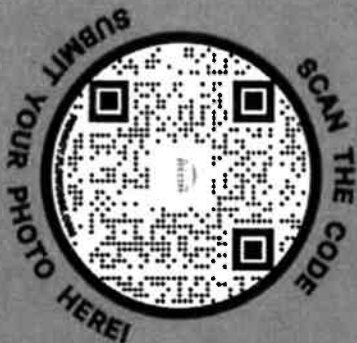
**SHARE YOUR STAYCATION FUN
ENTER FOR A CHANCE
TO WIN A VISA GIFT CARD!**



ATTENTION!

FUN TIMES AHEAD!

MY LOCATION IS FEATURED ON THE



Staycation Destination Sponsor Flyer

- Place in a highly visible area to promote engagement with Staycationers visiting your location!
- Printable .PDF will be provided to you before the start of the promotion on 5/27

QR Code linking to
contest page.



The Title Sponsorship

Promotion run dates: May 29th – July 31st

What's Included?

2 - minute produced segment showcasing business

Title logo feature on Staycation Page

Weekly boosted Social Media Post

Title logo on TV and Digital Promos

4x Homepage Takeover on WBRC.com

750K display ads on WBRC digital properties

Logo on staycation destination sponsor sign

\$15,000

For full 2-month promotion!

Signature: _____

Date: _____

RESOLUTION 2026-04-09-03

Repealing and Replacing Resolution 2025-12-15-01 Which Authorized a License Agreement with HCI Oak Mountain, LLC for Non-Exclusive Parking in the City of Pelham Entertainment District

WHEREAS, in December 2025, the City Council approved a License Agreement with HCI Oak Mountain, LLC for non-exclusive use of a portion of a public parking lot adjacent to the Pelham Civic Complex for employee parking; and

WHEREAS, the agreement was not executed, and the City has since been advised that additional parties must be included due to shared management responsibilities for the property; and

WHEREAS, a revised License Agreement has been prepared to reflect the appropriate parties and terms; and

WHEREAS, the City Council finds that approval of the revised agreement serves a legitimate municipal purpose and is not intended to create precedent.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pelham, Alabama that Resolution 2025-12-15-01 is hereby repealed in its entirety and the Mayor, on behalf of the City, is hereby authorized to execute the revised License Agreement and all other related documents.

THEREUPON _____, a councilmember, moved and _____, a councilmember, seconded the motion that Resolution 2026-04-09-03 be given vote, and said resolution passed by a unanimous vote of all members of the Council present and the President of the Council declared the same passed.

ADOPTED this 9th day of April 2026.

Chad Leverett, President of the Council

[SEAL]

ATTEST

Jonathan Seale, CMC, City Clerk/Treasurer

I, the undersigned City Clerk/Treasurer of the City of Pelham, Alabama, do hereby certify that the above and foregoing is a true copy of a resolution lawfully passed and adopted by the City Council of the City named herein, at a regular meeting of such Council held on the 9th day of April 2026 and that such Resolution is on file in the office of the City Clerk/Treasurer and that no action has been taken to rescind or modify said Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City on this 9th day of April 2026.

[SEAL]

Jonathan Seale, CMC, City Clerk/Treasurer



Pelham

A path apart.

MEMORANDUM

TO: Gretchen DiFante, City Manager

FROM: Justin Smith, Assistant City Manager

DATE: March 13, 2026

SUBJECT: Canopy Parking License

In December, the City Council approved a license agreement that would provide for non-exclusive use of a portion of the public parking lot at the Pelham Civic Complex for employee parking.

When executing that agreement, we departed from our typical practice of having documents already partially executed by the opposite party when submitted for approval based on representation of the other party that they would sign and return in short order.

Recently, we were advised that there needed to be two parties on the agreement as they are both responsible for managing different portions of the property – the apartments and Base Camp.

I am requesting a resolution to (a) rescind the previously adopted resolution and (b) adopt a new resolution to approve a license agreement with the aforementioned parties. This is not urgent and can be placed on an appropriate future work session as best makes use of time.

STATE OF ALABAMA)
COUNTY OF SHELBY)

LICENSE AGREEMENT

This license agreement is made between the City of Pelham, Alabama, an Alabama municipal corporation ("Owner" whether one or more), and Canopy Park Apartments & Shops, LLC and Canopy Base Camp, LLC ("Licensees").

RECITALS

A. Owner is vested with fee simple title to the tract of real property described below adjacent to real property owned by the Licensees. The identified property contains a public parking lot located on public property owned and controlled by the City of Pelham, a municipality formed under the laws of Alabama.

B. The Licensees desire to have nonexclusive use of approximately 50 parking spaces in the lot on Owner's property (Exhibit A) for purposes of providing employee parking for retail and restaurant operations taking place at "The Canopy", a mixed used development owned by Licensees located across the street from the site marked in Exhibit A.

C. The parties have agreed that, subject to the terms of this agreement, vehicles belonging to the Licensees and Licensees' designees may enter and remain (subject to the ordinances of the City of Pelham) on the portion of the Owner's property which contains spaces in which nonexclusive use is desired.

In consideration of the matters described above, and of the mutual benefits and obligations set forth in this agreement, the parties agree as follows:

SECTION ONE. LICENSE TO ACCESS AREA

Owner grants to Licensees and designees thereof the right and privilege from time to time to enter and remain the area on the real property described below for the sole and limited purpose of parking vehicles belonging to employees of restaurant and retail operations of The Canopy during working hours of said employees.

SECTION TWO. LIMITATION OF ACTIONS BY LICENSEE

Licensees, with Owner's approval, may designate licensed area with paint or signage.

Owner grants no further privileges to Licensees other than the privilege to access the portion of the real property identified in Exhibit A. Licensees are prohibited from taking any further action, including any construction, cleaning, debris removal, or any action of any type whatsoever, on any portion of the Owner's property.

Additional limitations include: This license will not be applicable during times access to the lot is controlled for home games of the Birmingham Bulls (To include playoff games if applicable. A schedule for the 2025-2026 season is attached as Exhibit B), or any other time that access to the lot may be controlled for the purposes of a parade, fair, carnival, driving school or any other purpose identified by the city where access may be impractical or unsafe. In these instances, the Owner will provide as much notice as possible to the Licensees.

Licensees and designees will only cross from the licensed area to The Canopy as designated crosswalks and will use sidewalks to the extent they are in place.

Vehicles parked in the licensed area will be subject to the City of Pelham's Parking Ordinance.

Licensees will be responsible for any communication with designees.

SECTION THREE. WAIVER OF LIABILITY & INSURANCE REQUIREMENTS

Licensees, for itself and its heirs, assigns, designees, representatives, agents, invitees, and any other person associated with Licensees, assume all risk upon entry to Owner's property for the express limited purpose of using the parking area and forever releases, waives, and indemnifies Owner against any and all claims arising from Licensee's entry onto Owner's property and use of the parking area.

Licensees agree to maintain a General Liability Insurance Policy with an aggregate coverage limit no less than \$2 million (\$1 million per occurrence), and an umbrella policy in the amount of \$5 million, each designating the City of Pelham as an additional insured party. Licensee will provide copy of certificate of insurance to the Owner.

SECTION FOUR DESCRIPTION OF PROPERTY

The real property on which the area that is the subject of this agreement is situated in Shelby County, Alabama, and is more particularly described as follows:

SEE ATTACHED EXHIBIT C

The above-described access is limited to those portions of the attached Exhibit A contained in Parcel ID 14 3 06 1 001 003.004, located in the City of Pelham, Shelby County, AL

SECTION FIVE. NO CLAIM TO TITLE

The Licensees agree that it does not and shall not claim at any time any title of any kind or extent whatsoever in the above-described property of Owner by virtue of the rights granted under

this agreement. Further, this License shall not be deemed to create any right, title, or interest inuring to the benefit of any third party for any purpose whatsoever.

SECTION FIVE. TERMINATION

This agreement shall terminate upon 30-day written notice by Owner to the Licensees. If this license is terminated, Owner will work in good faith with the Licensees to identify other parking options.

Executed by the parties this ____ day of _____, 2026.

OWNER:

Rick Wash
Mayor
City of Pelham

LICENSEES:

Chuck Welden, Manager
Canopy Park Apartment & Shops , LLC
The Canopy

John Benner, Co-Manager
Canopy Base Camp, LLC
The Canopy

Chuck Welden, Co-Manager
Canopy Base Camp, LLC
The Canopy

EXHIBIT A



EXHIBIT B

Schedule

2025-2026 Regula... Birmingham Bulls All Months Home & Away Home Away									
Live	Date	Visiting Team	GF	Home Team	GF	Venue	Attendance	Time	
	Oct. 17	 Evansville	3	 Birmingham	2	Pelham Civic Complex	3353	Final SO	  
	Oct. 24	 Macon	4	 Birmingham	3	Pelham Civic Complex	2727	Final SO	  
	Oct. 30	 Pensacola	4	 Birmingham	2	Pelham Civic Complex	1507	Final	  
	Nov. 1	 Knoxville	5	 Birmingham	2	Pelham Civic Complex	3328	Final	  
	Nov. 7	 Roanoke	2	 Birmingham	3	Pelham Civic Complex	2865	Final OT	  
	Nov. 21	 Fayetteville	4	 Birmingham	2	Pelham Civic Complex	2583	Final	  
	Nov. 22	 Fayetteville	4	 Birmingham	2	Pelham Civic Complex	2441	Final	  
	Nov. 28	 Pensacola	3	 Birmingham	2	Pelham Civic Complex	3807	Final SO	  
	Dec. 4	 Pensacola	4	 Birmingham	3	Pelham Civic Complex	1723	Final	  
	Dec. 5	 Huntsville	2	 Birmingham	4	Pelham Civic Complex	3305	Final	  
	Dec. 26	 Macon	-	 Birmingham	-	Pelham Civic Complex		7:00 pm CST	
	Dec. 27	 Macon	-	 Birmingham	-	Pelham Civic Complex		7:00 pm CST	
	Jan. 3	 Huntsville	-	 Birmingham	-	Pelham Civic Complex		7:00 pm CST	
	Jan. 9	 Peoria	-	 Birmingham	-	Pelham Civic Complex		7:00 pm CST	
	Jan. 10	 Peoria	-	 Birmingham	-	Pelham Civic Complex		7:00 pm CST	
	Jan. 19	 Huntsville	-	 Birmingham	-	Pelham Civic Complex		1:00 pm CST	
	Jan. 30	 Evansville	-	 Birmingham	-	Pelham Civic Complex		7:00 pm CST	
	Jan. 31	 Evansville	-	 Birmingham	-	Pelham Civic Complex		7:00 pm CST	
	Feb. 13	 Macon	-	 Birmingham	-	Pelham Civic Complex		7:00 pm CST	
	Feb. 14	 Macon	-	 Birmingham	-	Pelham Civic Complex		7:00 pm CST	
	Feb. 16	 Huntsville	-	 Birmingham	-	Pelham Civic Complex		1:00 pm CST	
	Feb. 20	 Knoxville	-	 Birmingham	-	Pelham Civic Complex		7:00 pm CST	
	Feb. 21	 Knoxville	-	 Birmingham	-	Pelham Civic Complex		7:00 pm CST	
	Feb. 26	 Evansville	-	 Birmingham	-	Pelham Civic Complex		7:00 pm CST	
	Mar. 5	 Knoxville	-	 Birmingham	-	Pelham Civic Complex		7:00 pm CST	
	Mar. 13	 Roanoke	-	 Birmingham	-	Pelham Civic Complex		7:00 pm CDT	
	Mar. 14	 Roanoke	-	 Birmingham	-	Pelham Civic Complex		7:00 pm CDT	
	Mar. 20	 Pensacola	-	 Birmingham	-	Pelham Civic Complex		7:00 pm CDT	
	Mar. 21	 Pensacola	-	 Birmingham	-	Pelham Civic Complex		7:00 pm CDT	

*If necessary

EXHIBIT C



ANDREW LEWTER
PROPERTY TAX ADMINISTRATOR
JORDAN HADAWAY
OPERATIONS MANAGER

JACOB TIDMORE, ACA PROPERTY TAX COMMISSIONER

P.O. BOX 1269
COLUMBIANA, ALABAMA 35051
TELEPHONE: 205-670-6900
FAX: 205-670-6915

DON MILES
CHIEF APPRAISER
CINDY CRABB
PERSONAL PROPERTY
SUPERVISOR
ELIZABETH MALLORY
COLLECTION-ASSESSMENT
SUPERVISOR
ANNA MORRIS
AUDITOR SUPERVISOR
RYAN SIMS
MANAGER
GIS MAPPING SERVICES

Printed on: 12/11/2025

RECORD SUMMARY

Tax Year: 2025
Parcel: 14 3 06 1 001 003.004
Owner: OAK MOUNTAIN AMPHITHEATER LLC
C/O CITY OF PELHAM
Address: 3162 PELHAM PKWY
BIRMINGHAM AL 35214
Neighborhood: 08 COMMERCIAL DIST. 1 R-2
Subdivision:
Book: 00
Page: 000
Lot:
Block: 000
Acreage: 3.330
Section: 06
Township: 20S
Range: 02W
Property Class: 02
Exempt Code: 00
Municipality: 08 - PELHAM
School District: 2
Disability Code:
Over 65 Code:
Metes and Bounds:
NW1/4 OF NE1/4 N OF OAK MTN PK RD S6 T20S R2W
Remarks:



Valuation Summary

Total Improvement Value:	\$0	Prior Year Total Improvement Value:	\$0
Total Land Value:	\$333,000	Prior Year Total Land Value:	\$333,000
Total Market Value:	\$333,000	Prior Year Total Appraised Value:	\$333,000
Total Appraised Value:	\$333,000		
Assessed Value:	\$66,600		

Tax Breakdown

Year	Millage Type	Property Class	Municipality	Assessed Value	Tax	Exemption	Tax Exemption	Total Tax
2025	STATE	2	08 - PELHAM	\$66,600	\$432.90	\$0.00	\$0.00	\$432.90
2025	COUNTY	2	08 - PELHAM	\$66,600	\$499.50	\$0.00	\$0.00	\$499.50
2025	SCHOOL	2	08 - PELHAM	\$66,600	\$1,065.60	\$0.00	\$0.00	\$1,065.60
2025	DIST SCHOOL	2	08 - PELHAM	\$66,600	\$932.40	\$0.00	\$0.00	\$932.40
2025	CITY	2	08 - PELHAM	\$66,600	\$932.40	\$0.00	\$0.00	\$932.40
2025	FOREST	02	08 - PELHAM	\$0	\$0.00	\$0.00	\$0.00	\$0.00

Tax Payment Information

Tax Year	Receipt Number	Total Taxes Plus Fees	Back Taxes	Total Paid
2025	59283	\$3,862.80	\$0.00	\$3,862.80

Historical Tax Payment Information

Tax Year	Paid By	Paid Date	Receipt Number	Total Taxes plus Fees	Total Paid
2024	OAK MOUNTAIN AM- PHITHEATER LLC	10/21/2024	58764	\$3,862.80	\$3,862.80
2023	Mike Mueller	03/29/2024	57672	\$4,028.68	\$4,028.68
2022	LIVE NATION	12/19/2022	57079	\$3,862.80	\$3,862.80
2021	LIVE NATION	11/23/2021	56309	\$3,862.80	\$3,862.80
2020	LIVE NATION	01/04/2021	55670	\$3,862.80	\$3,862.80
2019	LIVE NATION	11/07/2019	54788	\$3,862.80	\$3,862.80
2018	LIVE NATION	12/10/2018	53902	\$3,862.80	\$3,862.80

2017	LIVE NATION	11/13/2017	53418		\$3,862.80	\$3,862.80
2016	LIVE NATION	12/05/2016	53079		\$3,862.80	\$3,862.80
2015	LIVE NATION	12/11/2015	52845		\$3,862.80	\$3,862.80
2014	LIVE NATION	10/21/2014	52532		\$3,862.80	\$3,862.80
2013	LIVE NATION	10/17/2013	52385		\$3,862.80	\$3,862.80
2012	LIVE NATION	10/26/2012	52314		\$3,862.80	\$3,862.80
2011	LIVE NATION	11/07/2011	52194		\$3,862.80	\$3,862.80
2010	LIVE NATION	11/01/2010	85504		\$3,862.80	\$3,862.80
2009	LIVE NATION	12/04/2009	84572		\$3,862.80	\$3,862.80
2008	LIVE NATION	10/16/2008	83119		\$3,497.40	\$3,497.40
2007	LIVE NATION	03/21/2008	79684		\$3,676.28	\$3,676.28
2006	GSAC PARTNERS	03/14/2007	76489		\$3,692.27	\$3,692.27
2005	NEW ERA PROMOTIONS, INC.	12/19/2005	73182		\$3,497.40	\$3,497.40
2004	NEW ERA PROMOTIONS	12/03/2004	70322		\$3,497.40	\$3,497.40
2003	NEW ERA PROMOTIONS	12/11/2003	67845		\$3,862.80	\$3,862.80
2002	NEW ERA PROMOTIONS	12/13/2002	14500		\$2,524.16	\$2,524.16

Land Information

Appraisal Type	Property Class	Land Use	Acreage	Square Foot	Lot Size	Market Value	Current Use Value
1	02	730 - Amusements (High Partition)	3.33	145054.80	274.06 x 906.95	\$333,000.00	\$0.00

Deed Information

Sale Date	Price	Deed	Grantor	Grantee
08/08/2025	\$219,241.00	20250808000242570	LIVE NATION WORLDWIDE INC	CITY OF PELHAM

Ownership History

Tax Year	Entity Name	Mailing Address
2026	CITY OF PELHAM ATTENTION: GRETCHEN DIFANTE	3162 PELHAM PKWY BIRMINGHAM AL 35214
2025	OAK MOUNTAIN AMPHITHEATER LLC C/O CITY OF PELHAM	3162 PELHAM PKWY BIRMINGHAM AL 35214
2024	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATRE RD PELHAM AL 35124
2023	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATRE RD PELHAM AL 35124
2022	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATER ROAD PELHAM AL 35124
2021	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATER ROAD PELHAM AL 35124
2020	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATER ROAD PELHAM AL 35124
2019	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATER ROAD PELHAM AL 35124
2018	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATER ROAD PELHAM AL 35124
2017	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATER ROAD PELHAM AL 35124
2016	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATER ROAD PELHAM AL 35124
2015	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATER ROAD PELHAM AL 35124
2014	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATER ROAD PELHAM AL 35124
2013	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATER ROAD PELHAM AL 35124
2012	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATER ROAD PELHAM AL 35124
2011	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATER ROAD PELHAM AL 35124
2010	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATER ROAD PELHAM AL 35124
2009	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATER ROAD PELHAM AL 35124
2008	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATER ROAD PELHAM AL 35124
2007	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATER ROAD PELHAM AL 35124
2006	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATER ROAD PELHAM AL 35124
2005	OAK MOUNTAIN AMPHITHEATER LLC	1000 AMPHITHEATER ROAD PELHAM AL 35124
2004	OAK MOUNTAIN AMPHITHEATER LLC	P O BOX 1827 PELHAM AL 35124
2003	OAK MOUNTAIN AMPHITHEATER LLC	P O BOX 1827 PELHAM AL 35124





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/3/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Higginbotham Insurance Agency, Inc. 1700 4th Avenue Jasper AL 35501		CONTACT NAME: Ava Blevins PHONE (A/C, No, Ext): 205-650-4270 FAX (A/C, No): E-MAIL ADDRESS: ABlevins@Higginbotham.net	
License#: 2081754 SOLUCAP-01		INSURER(S) AFFORDING COVERAGE	
INSURED Canopy Base Camp, LLC 3075 Healthy Way Vestavia AL 35243		INSURER A: Pennsylvania National Mutual Casualty Insurance Co INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 14990	

COVERAGES**CERTIFICATE NUMBER:** 1422173956**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:			CL92042480	9/22/2025	9/22/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB ☐ DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	☐ Y ☒ N	N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**City of Pelham
3162 Pelham Pkwy
Pelham AL 35124

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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RESOLUTION 2026-04-09-04

Authorizing an Agreement with Shelby County, Alabama and Accepting a Senior Programs Grant Initiative on Behalf of the Pelham Senior Center

WHEREAS, the City of Pelham acknowledges it serves a public purpose to provide special programming and opportunities for its senior citizens at the Pelham Senior Center; and

WHEREAS, Shelby County, Alabama has appropriated \$3,500.00 provided through the Shelby County Commission Senior Programs Grant Initiative for the delivery of or support of senior services with promotes public health, welfare, and education.

NOW, THEREFORE, BE IT RESOLVED, by the Pelham City Council that the Council finds it appropriate and in the best interest of the City of Pelham to accept the grant funds in the amount of \$3,500.00 on behalf of the Pelham Senior Center.

BE IT FURTHER RESOLVED by the Pelham City Council that the Council authorizes the Mayor, or their designee, on behalf of the City, to enter into an agreement with Shelby County, Alabama to accept the grant funds in their entirety.

BE IT FURTHER RESOLVED by the Pelham City Council that no grant match is required from the City of Pelham.

THEREUPON _____, a councilmember, moved and _____, a councilmember, seconded the motion that Resolution 2026-04-09-04 be given vote, and said Resolution passed by unanimous voice vote of the Council present, and the President of the Council declared the same passed and adopted.

ADOPTED this 9th day of April 2026.

Chad Leverett, President of the Council

[SEAL]

ATTEST

Jonathan Seale, CMC, City Clerk/Treasurer

I, the undersigned City Clerk/Treasurer of the City of Pelham, Alabama, do hereby certify that the above and foregoing is a true copy of a Resolution lawfully passed and adopted by the City Council of the City named herein, at a regular meeting of such Council held on the 9th day of April 2026 and that such Resolution is on file in the office of the City Clerk/Treasurer and that no action has been taken to rescind or modify said Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City on this 9th day of April 2026.

Jonathan Seale, CMC, City Clerk/Treasurer

[SEAL]



Pelham

A path apart.

M E M O R A N D U M

To: Gretchen DiFante
City Manager

From: Brian Cooper
Director of Parks and Recreation

Date: March 24, 2026

Subject: Shelby County Senior Center Grant

Please accept the attached agreement for consideration at the next City Council meeting, dated April 6th, 2026, or as soon thereafter as possible. City attorney review was not needed for this item. This grant award is \$3,500 and is to be used for supplies and educational purposes, etc. at the Pelham Senior Center.

STATE OF ALABAMA

SHELBY COUNTY

WITNESS this contract entered into this 26th day of February 2026 by and between Shelby County, Alabama, hereinafter referred to as "County," and the **City of Pelham Senior Center**, Federal I.D. 63-0506218 hereinafter referred to as "Contractor":

WHEREAS, Contractor is a public entity serving Shelby County residents; and,

WHEREAS, Contractor has agreed to accept a General Funds appropriation from Shelby County the funds hereinafter designated and to thereafter perform public health, welfare, and educational initiatives for county senior citizens, in consideration thereof, the provisions of this contract:

NOW, THEREFORE, in consideration of the above premises and consideration of mutual covenants and agreements contained herein, the parties hereto do hereby agree covenant and contract as follows:

1. For the fiscal year ending September 30, 2026, the County will pay the Contractor the sum of **Three Thousand Five Hundred Dollars and no cents (\$3,500.00)** in one lump sum payment, provided by the Shelby County Commission Senior Programs Grant Initiative (001-56215) for the delivery of or support of senior services which promotes public health, welfare, and education. This grant award period concludes September 30, 2026.
2. Upon receipt by the Contractor of the contract funds contemplated herein, the Contractor shall be responsible for providing the personnel, supplies, equipment, and expertise necessary to comply with all contract provisions, stipulations, terms, and conditions.
3. The Contractor is an independent contractor. None of its agents, servants, or employees shall be deemed to be under the control of the County, nor in any way shall any of its agents, servants, or employees, or other persons, firms, or corporations conducting business for Contractor be deemed to be employees or agents, servants or employees of County. The Contractor attests that no County appropriated funds will be utilized to provide payment to any person or firm for fundraising, soliciting, influencing or attempting to influence an officer or employee or any governmental agency or department in connection with the awarding of grant funds provided herein. The county funds provided herein shall be used solely to perform direct public services.
4. Contractor shall indemnify and save Shelby County safe and harmless from any claims made by any person, firm, or corporation against the County for injury to property or person arising directly or indirectly out of any activity or pursuit of Contractor, which said obligation of indemnity shall include the payment by Contractor to County of any attorneys' fees, costs of defense and judgments rendered, if any, in favor of such person, firm or corporation.
5. Contractor shall use Senior Program Grant funds to provide new and innovative recreational and educational programs to allow them to reach new members' purposeful, social, and intellectual needs as possible.
6. The Contractor shall be responsible for providing its eligible employees medical, dental, life, and disability insurance as the Contractor shall deem advisable. No Contractor's agents, servants, or employees shall be provided nor be eligible for medical, dental, life, or disability insurance under any policy or policies offered or provided by or in the name of Shelby County or any of its agencies. No

I - PELHAM SENIOR CENTER

Contractor employees will be carried as an insured on any County insurance policy, nor will any Contractor employee be eligible for retirement or other benefits offered by Shelby County to Shelby County employees.

7. The contractor shall be responsible for all filing and accounting responsibilities for its corporation and its employees, including but not being limited to Social Security, all federal and state tax reporting, unemployment compensation, and retirement benefits.
8. The contractor will keep complete records of all sums of money received from Shelby County and complete records of all disbursements and purchases from such funds. The contractor will submit, upon request, and in no event less than quarterly, itemized statements to the County Commission listing all purchases and expenditures from the contract funds provided by Shelby County.
9. Audit of Funds: Contractor agrees to employ accounting procedures appropriate to the type of operation conducted and which are customary to similar operations. All records about this agreement shall be maintained for three (3) years after termination of this contract. The contractor agrees to arrange and assume all financial obligations for required audits provided for in the grant application or the grant itself, utilizing the standard Shelby County Commission and State of Alabama Auditing Procedures. The Contractor agrees that, upon request from the County, It will submit to and cooperate with periodic audits by the Alabama Department of Public Examiners or other county-requested audit procedures. In addition, the county or any other parties entitled to such records provided in any separate grant document or contract executed by and between the County and any other supplier of funds that are ultimately paid to or for the use and benefit of the Contractor shall have full access to and right to examine any of said materials at all reasonable times during the said period.
10. The Contractor agrees that it will establish and maintain all accounting records, document all project costs, and keep all invoices, checks, and financial records separate, will make progress reports as required by the State or other applicable agency or governmental entity, and otherwise do all things undertaken by County in connection with any such grant, payment or other contract by which such funds are supplied.
11. The contractor is prohibited from using any contractor or subcontractor that has been debarred, suspended, or otherwise excluded from participation in federal assistance programs (Executive Order 12459). The contractor certifies, by entering into this contract, that neither it nor its principals nor any of its subcontractors are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from entering into its Grant Agreement by any federal agency or by any department, agency, or political subdivision of the State. The term "principal" for this contract means an officer, director, owner, partner, key employee, or other person with primary management or supervisory responsibilities or who has a critical influence on or substantive control over the Contractor's operations.

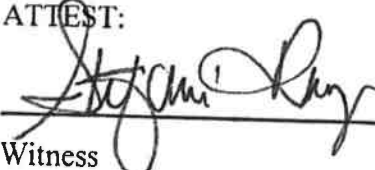
The Contractor certifies that it has verified the suspension and debarment status for all sub-contractors receiving funds under this contract and shall be solely responsible for any recoupments or penalties that might arise from non-compliance. The contractor may go to <https://sam.gov> to determine if its principal or any of its subcontractors are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in federal assistance programs. The contractor shall immediately notify the County if any sub-contractor becomes debarred or suspended and shall take all steps required by the Contractor to terminate its contractual relationship with the sub-contractor for work to be performed under this contract.
12. Compliance with Local and other Laws: The Contractor shall comply with all applicable laws, ordinances, and codes of the U.S. Government, the State of Alabama, any relevant municipality, and the

County, and, specifically and without limitation, shall comply with all provisions of the Beason-Hammond Alabama Taxpayer and Citizen Protection Act, commonly referred to as the Immigration Act, any amendments thereto from time to time, and shall document Contractor's compliance with said law and submit to the County or at the direction of County any and all affidavits and proof as are from time to time required by law or required by County.

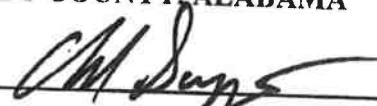
13. The Contractor, by the execution of this Contract, certifies and confirms that Contractor is, at the time of the signing of this document, in full compliance with the aforesaid Beason-Hammond Alabama Taxpayer and Citizen Protection Act and further agrees that upon request from the County, Contractor will execute and file and take such action as is deemed by the County to be necessary to verify the Contractor's continuing compliance therewith.

14. If Contractor shall in any manner fail to comply with any provisions or requirement of any grant document or contract or provisions of this agreement, such failure will constitute a default and, unless corrected by Contractor within thirty (30) days following receipt of written notice from County of such default, shall be deemed a breach of this agreement. Shelby County shall have a right to terminate this agreement by giving ten (10) days' written notice of such termination. The contractor shall be subject to returning contract funds should termination occur during the contract period.

ATTEST:


Witness

SHELBY COUNTY, ALABAMA

By 
Chad Scroggins, County Manager

ATTEST:

Witness

City of Pelham

By _____

As Its _____



Pelham

A path apart.

PROCLAMATION

WHEREAS, more than 100,000 Americans and nearly 1,200 Alabamians are currently on the national transplant waiting list; and

WHEREAS, another person is added to the waiting list every eight (8) minutes, and, on average, thirteen (13) people die each day while waiting for a lifesaving organ transplant; and

WHEREAS, the most effective way to address this health crisis is to educate and to encourage citizens to commit to the following actions: register your decision to be an organ, eye, and tissue donor at legacyofhope.org or at your local DMV and learn more about living donation at donatelife.net; and

WHEREAS, the Mayor of the City of Pelham, Alabama has determined the Donate Life cause of saving and healing lives through organ, eye, and tissue donation is of such immediate and worthwhile importance.

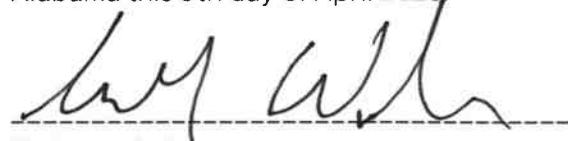
NOW, THEREFORE, I, Rick Wash, by virtue of the authority vested in me as Mayor of the City of Pelham, Shelby County, Alabama, do hereby proclaim April 2026 as

National Donate Life Month

in Pelham, Alabama. Furthermore, I encourage all residents to register their decision to be an organ, eye, and tissue donor at legacyofhope.org or at your local DMV.



Given under my hand, in the City of Pelham,
Alabama this 9th day of April 2026.


Rick Wash, Mayor

RESOLUTION 2026-04-09-05

Authorizing a Professional Services Agreement with Sumter Local Government Consulting for Employment Search Services

WHEREAS, the City of Pelham previously advertised the position of Communications Director in October 2025 and received approximately sixty qualified applicants; and

WHEREAS, despite a thorough review process, the City did not identify a candidate possessing the desired combination of skills, experience, and qualifications necessary to meet the City's needs; and

WHEREAS, City staff have since engaged in additional recruitment efforts, including outreach to municipal professionals, academic institutions, and industry consultants across the Southeastern United States; and

WHEREAS, through these efforts, the City identified Sumter Local Government Consulting, a firm specializing in executive recruitment for local governments, with a demonstrated record of successfully placing candidates in similar positions nationwide; and

WHEREAS, City representatives have met with the firm and received positive feedback from multiple municipal clients; and

WHEREAS, the City desires to enter into an agreement with Sumter Local Government Consulting to conduct a comprehensive search for the Communications Director position; and

WHEREAS, the proposed agreement includes a one-year replacement guarantee and an anticipated recruitment timeline of approximately 52 days to present final candidates; and

WHEREAS, the cost of such services, in the amount of \$21,000.00 plus reimbursable expenses, is available within the current budget due to vacancy savings in the Communications Director salary and benefits line item.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pelham, Alabama the Mayor, on behalf of the City, is hereby authorized to execute a professional services agreement with Sumter Local Government Consulting for employment search services for a total cost of \$21,000.00 plus reimbursable expenses.

BE IT FURTHER RESOLVED that the City Manager and Finance Director, and/or their designee, are hereby authorized to take all actions necessary to carry out the intent of this Resolution and to make budgetary and general ledger adjustments, as necessary.

THEREUPON _____, a councilmember, moved and _____, a councilmember, seconded the motion that Resolution 2026-04-09-05 be given vote, and said resolution passed by a unanimous vote of all members of the Council present and the President of the Council declared the same passed.

ADOPTED this 9th day of April 2026.

Chad Leverett, President of the Council

[SEAL]

ATTEST

Jonathan Seale, CMC, City Clerk/Treasurer

I, the undersigned City Clerk/Treasurer of the City of Pelham, Alabama, do hereby certify that the above and foregoing is a true copy of a resolution lawfully passed and adopted by the City Council of the City named herein, at a regular meeting of such Council held on the 9th day of April 2026 and that such Resolution is on file in the office of the City Clerk/Treasurer and that no action has been taken to rescind or modify said Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City on this 9th day of April 2026.

Jonathan Seale, CMC, City Clerk/Treasurer

[SEAL]



Pelham

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M E M O R A N D U M

To: Honorable City Council

Cc: Jonathan Seale, City Clerk/Treasurer

From: Gretchen DiFante, City Manager

Date: April 1, 2026

Re: Professional Services Request for Approval, Executive Search for Communications Director

The Communications Director position was posted in October 2025, and we reviewed nearly 60 applicants who met a combination of the minimum requirements. While we had some very strong candidates, we did not find the blend of skills and experience we were seeking.

Since that time, I have networked with several individuals across the Southeastern United States, including professors, municipal and county government managers and administrators, and consultants to discover potential candidates.

Last month, I attended the Georgia City/County Management Association Conference in Athens to further network and also meet with Warren Hutmacher, the President of Sumter Local Government Consulting. Mr. Hutmacher worked in local government executive recruiting for 25 years before starting his own firm serving this niche market. The company has successfully placed local government executives across the country.

At the conference, I also met with three of Sumter's clients, including a city of a size similar to Pelham's that had specifically partnered with Mr. Hutmacher to search for a communications director. All three clients spoke very highly of Sumpter and its processes and results.

Tracy Hill and I met with Warren two weeks ago and requested a proposal, which is included in your packet.

We are seeking the Council's approval to enter into an agreement with Sumpter to provide professional executive search services to fill the Communications Director position.

Some important points about the agreement:

- Sumter will recruit across the Southeastern United States to include states in which the pool of experienced local government communications professionals is much greater than in Alabama.
- Sumter offers a one-year guarantee on its services. If, for any reason, the candidate hired by the City doesn't stay with the City of Pelham for a full year, Sumter will conduct the entire search again at no cost to the client except for expenses.
- The cost of \$21,000 (plus expenses) is fully covered in the existing budget salary and benefits line, as it has not been fully used with the vacancy.
- Once the contract is awarded, Sumter's goal is a 52-day process to propose finalist candidates to the client.

Thank you for your consideration.



PROPOSAL for City of Pelham, AL

3/27/2026

Professional Services – Executive Search (Communications Director)

Proposal #2026 – 39

OVERVIEW

Sumter Local Government Consulting (LGC) is pleased to provide a proposal for professional services for the City of Pelham, AL.

The City of Pelham is hiring Sumter LGC to provide professional executive search services to fill the Communications Director position.

The proposal includes a proposed scope of work and a corresponding fee.

BACKGROUND

Sumter LGC was founded in 2021 by Warren Hutmacher to assist local governments in solving complex problems.

Hutmacher has over 25 years of experience in local government, working for a diverse set of cities. He has developed a large professional network and has experience in executive search, management, real estate, and leadership problem-solving.

SCOPE OF SERVICES

The scope of services for Executive Search includes the following elements.

1. Meet with the client to identify, articulate, and memorialize an ideal candidate profile.
2. Develop the advertising/recruiting materials to promote the position to a diverse group of qualified candidates.
3. Advertise the position and engage Sumter LGC's extensive network to recruit individuals to apply for this position who are a good fit for the ideal candidate profile.
4. Review and cull resumes received, identify and pre-screen semi-finalist candidates, and recommend candidates immediately for the client to interview.
5. Coordinate the finalist interview process, assist the client with the final selection, conduct background investigations, negotiate an offer letter, and assist with any media relations to promote the hiring of the new employee.

PRICING AND CLIENT EXPECTATIONS

The following table details the pricing for delivery of the services outlined in this proposal. This pricing is valid for 90 days from the date of this proposal.

<u>Fees for Professional Services</u>	<u>Time Period</u>	<u>Price</u>
Professional services related to the Executive Search	Flat Fee	\$21,000
Expenses billed at actual cost to include consultant travel and advertising expenses. All expenses are approved in advance by the client		
Total Fee:		\$21,000

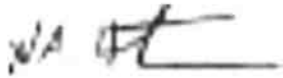
Sumter LGC provides a one-year guarantee on our services. If, for any reason, the candidate hired by the City does not stay employed with the City of Pelham for a full year, we will conduct the entire search again at no cost to the client, except for expenses.

CONCLUSION

Sumter Local Government Consulting looks forward to supporting the City of Pelham with its executive search needs.

Your signature indicates acceptance of the proposal and serves as a notice to proceed. Either party may terminate this agreement at any time for any reason, with prorated fees due to the consultant up to the termination date.

Thank you for your consideration,



Warren Hutmacher, President
404.535.0525
warren@sumterconsulting.com

Approved by:

Gretchen DiFante, City Manager

Date: _____

Recruitment Proposal

Communications
Director



Pelham



www.sumterlocalgovconsulting.com
404.535.0525

City of Pelham
3162 Pelham Pkwy
Pelham, AL 35124
Attention: Gretchen DiFante, City Manager

Dear Ms. DiFante,

Thank you for the opportunity to submit a proposal for executive search services for Pelham, AL. At Sumter Local Government Consulting (Sumter LGC), we understand that recruiting a Communications Director is a strategic and high-impact process that requires identifying candidates with strong leadership, communication, and organizational expertise to effectively guide messaging, stakeholder engagement, and public relations efforts. This goes beyond aligning qualifications with a job description. It requires a deep understanding of an organization's mission, community dynamics, and operational priorities. A successful Communications Director must be able to translate complex initiatives into clear, compelling narratives while supporting long-term community stability, growth, and engagement.

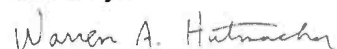
At the core of our approach is a strong respect for each community and the complexities of local communities. Here's what sets us apart:

1. We aren't just local government experts; we dedicate time to understanding your unique culture, which helps us develop a tailored candidate profile that distinguishes good candidates from the right ones for your local government.
2. We strategically advertise with innovative recruitment materials and, most importantly, actively leverage our extensive network and email database to find candidates who are not currently looking for jobs. In other words, we do much more than just place ads and sort resumes.
3. We've hired public sector leaders at all levels, acting as a bridge between candidates and your leadership. We've also been search consultants, clients, and candidates, so we know the process from every angle and consistently deliver positive results.
4. We have a comprehensive background check process that is both unique and thorough, involving extensive research to avoid surprises and provide you with meaningful information to make informed business decisions.
5. Public service is our passion, and we believe that organizations are most successful when there are strong synergies between the executive team and department heads.

Having served as a City Manager, I have direct experience navigating complex issues such as guiding cross-functional collaboration, supporting leadership in aligning communication strategies with organizational goals, workforce development, overseeing operations, guiding departmental leadership, and ensuring financial strategies align with community goals.

As President of Sumter LGC, I will personally handle this search. Our team is excited to partner with you to find your next Communications Director.

Sincerely,

A handwritten signature in dark ink that reads "Warren A. Hutmacher".

Warren Hutmacher, President
Sumter Local Government Consulting

404.535.0525 • warren@sumterconsulting.com • 3480 Preston Ridge Rd., Ste. 500, Alpharetta, GA 30005

www.sumterlocalgovconsulting.com

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OVERVIEW

A successful executive search for a Communications Director demands more than just recruitment expertise. It requires gaining a deep understanding of the community, its values, and its vision. Our recent and successful Communications Director placements in Fayetteville and College Park, GA, highlight our preparedness to help Pelham find a Communications Director who can be both a capable representative and a collaborative partner to city officials.

The following objectives are designed to align with Pelham's governance structure and community priorities. We seek to:

1. Attract and Recruit a Strategic Communications Leader

Develop and execute a targeted recruitment strategy to attract experienced communications professionals from local, regional, and national talent pools. This effort will include outreach through professional networks such as the Public Relations Society of America (PRSA) and other government communications associations. Seek candidates with a proven track record in public relations, crisis communication, media relations, and strategic messaging within government or similarly complex organizations.

2. Align Communications Leadership with the City of Pelham's Vision and Priorities

Recruit a Communications Director whose expertise and leadership style align with the City of Pelham's strategic goals, including community engagement, transparency, and enhancing the city's public image. The ideal candidate will be able to effectively communicate city initiatives, programs, and priorities in a way that supports growth, fosters civic pride, and strengthens relationships with residents and businesses.

3. Strengthen Transparency, Engagement, and Public Trust

Identify a Communications Director who prioritizes clear, consistent, and transparent communication across all platforms. This individual will build strong relationships with city leadership, staff, residents, media outlets, and community stakeholders.

4. Support Organizational Communication and Digital Innovation

Seek a forward-thinking communications professional capable of enhancing internal and external communication systems, modernizing digital presence, and supporting the City's evolving needs. The selected candidate should demonstrate experience managing websites, social media, and digital content, while also supporting crisis communications, branding initiatives, and cross-departmental collaboration. This role will be key in ensuring consistent messaging, improving information flow, and elevating the City of Pelham's overall communication strategy.

The following proposal outlines our professional background and explains how we will work with you to address your needs and challenges in recruiting your next Communications Director.



ABOUT SUMTER



HISTORY OF SUMTER LOCAL GOVERNMENT CONSULTING

Sumter LGC was founded in 2021 by local government industry veteran Warren Hutmacher. We provide customized management consulting services to local governments and organizations that operate within the local government sphere of influence.



PRIDE IN OUR EXPERTISE

Sumter LGC is dedicated to providing clients with executive-level assistance to solve complex problems and carefully handle important projects, leveraging years of experience and accomplishments for the benefit of our clients. Core services include management consulting, interim services recruitment, and talent recruitment.



PRIDE IN THE PERSONAL ATTENTION WE PROVIDE TO CLIENTS

Sumter LGC provides the personal attention necessary to take on tough projects, meet deadlines, and provide top-level expertise. We believe that local government consulting is a relationship business and that our reputation depends on how we treat our partners.



PRIDE IN PUBLIC SERVICE

Sumter LGC was founded by a career public servant who dedicated his career to working for the public good. Our work for local government clients is an extension of this mission. We strive in everything we do to earn the trust of our clients and the communities we serve.

WHY WE'RE DIFFERENT



We are local government professionals for local government professionals.

- Many of us have served as City Managers and other positions in local government and understand the unique challenges faced by local government leadership.
- We have been both a candidate and a client of executive search firms, as well as a consultant helping local governments with their recruitments.
- Our team has over 100 years of cumulative experience in local government.
- We have hired for every position in local government.
- In just 5 years in business, we've helped nearly 50 different local governments achieve their operational and recruitment goals.
- Our proprietary search process sets us apart, both in our technical capabilities and our human approach—our experience on all sides of the table impacts how we treat our clients, how we treat candidates, and ultimately how we focus on creating positive outcomes for all.

The bottom line is we know what we are doing, can provide excellent advice throughout the process, and can ultimately help you select a candidate that is the best fit for the City of Pelham.

HOW WE WORK

We will work collaboratively with the City of Pelham to recruit for a Communications Director.

Sumter LGC will:

- Keep the client informed of key progress in the recruitment process.
- Place the client's best interest above all others.
- Provide candid and thoughtful assessments of the candidates.
- Represent the client with integrity, professionalism, and tact.



Our recruitment approach takes place in six phases:



PHASE 1

Developing the Candidate Profile & How They'll Be Assessed

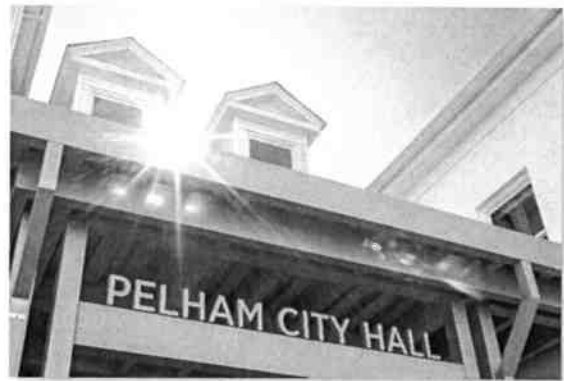
The Candidate Profile

We believe that the most critical element in the recruitment process is creating an ideal candidate profile for the Communications Director position. This profile will be utilized to narrow the candidate pool and focus the remaining steps of the search process on locking in on the candidate who is the best fit for the City of Pelham. This process includes challenging the client to think critically about what character traits, soft skills, and leadership abilities candidates will need to be successful.

Getting Immersed

The Qualifications Assessment process includes a site visit to Pelham to gain a thorough understanding of the unique nature of the community and organization.

During this phase, we will take a deep dive into the responsibilities of the Communications Director and the issues facing the City of Pelham. Through this process, we will be able to articulate the key short- and long-term challenges and opportunities facing the next Communications Director.



We spend considerable time and effort talking with the City's leadership, key staff, and anyone else the client recommends to develop the ideal candidate profile.

We will conduct interviews to:

- Understand the functions of the City of Pelham Communications Department.
- Articulate the expectations for success for the Communications Director.
- Create a personality profile to outline the traits that will be most successful in Pelham and what type of traits are to be avoided—helping to narrow the candidate pool.

Please see Exhibit "A" for an example of a candidate profile.

PHASE 2

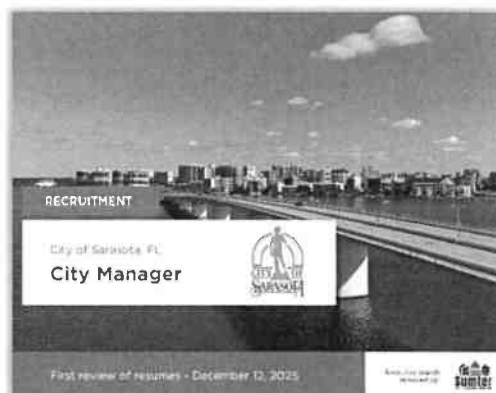
Creating Marketing Materials That Effectively Sell Your Story

The Candidate Brochure

Sumter LGC creates a unique and informative digital candidate brochure to use in our marketing materials to catch the attention of top talent. The brochure is a storytelling opportunity and a staple in recruitment. It captures the essence of a community and articulates the value proposition for the position we are recruiting for.

Candidates can easily move through the brochure to find pertinent information and get a gut feeling for the community and the job. We have also included video in a previous brochure to stay on the cutting edge.

See Exhibit "B" for an example of a brochure we used in a previous recruitment. [Click here to view all of our current brochures on our website.](#)



PHASE 3

Building a Large, Qualified Pool of Candidates

Sound Targeting Strategies

Effective recruitment demands a large, diverse pool of qualified candidates. Our experience enables us to build large, qualified pools efficiently and effectively—helping to find the ideal candidate. We know where to post the job and how to craft an effective job posting.

- We work diligently to craft job advertisements and brochures to attract a wide range of candidates.
- We target our placements to sites where the best qualified candidates are looking.
- We also proactively recruit candidates who aren't actively looking, to deliver candidates who most closely fit the ideal candidate profile.

Equity and Diversity

The best way to achieve equity and diversity in the local government workforce is to attract a diverse candidate pool. The larger and more diverse the candidate pool is, the better the chance for an equitable hiring process.

- We use a wide range of advertising sources to enlarge and diversify our applicant pool.
- We dig deeper to advertise and recruit where diverse candidates are already looking. This is the right thing to do and reflects good business practices.

Leveraging Our Connections

Recruiting is the most effective method of attracting candidates. We spend time working our network, researching candidates, and inviting the best candidates to apply. Sumter LGC President Warren Hutmacher also attends networking events and regional conferences. There are no shortcuts to recruiting. It takes time, effort, and persistence to find the right candidates. Our proactive, energetic approach separates us from our competition, who typically rely on conventional advertising and email blasting.

Reaching Candidates

We recommend you advertise regionally and we will focus our recruitment efforts regionally as well. For your recruitment, we will focus on the following job boards:

1. City-County Communications & Marketing Association (3CMA)
2. International City/County Management Association (ICMA)
3. Public Relations Society of America (PRSA), including local chapters throughout the Southeast
4. Georgia Local Government Access Marketplace (GLGA)
5. Florida League of Cities (FLC)

In addition, Sumter LGC will leverage our extensive email outreach network (29,225 targeted email addresses) and our LinkedIn presence to spread the word.

PHASE 4

Identifying the Short List of Candidates

Initial Resume Reviews

Resumes will be collected directly by Sumter LGC. They are reviewed against the ideal candidate profile to narrow the pool to a semi-final group considered to be qualified for the job and genuine hiring possibilities.

- Unlike other firms, your executive recruiter will be solely responsible for the task of reviewing applicants. For this assignment, Sumter LGC President Warren Hutmacher will be handling the initial review of resumes.
- Larger firms sometime use lower hourly rate assistants to sort through resumes. This can lead to good candidates being discarded because the reviewer hasn't participated in all the buildup to this phase, including the site visit, tours, and interviews conducted in Phase One. This task requires an experienced professional with good judgment to differentiate qualified candidates from those qualified candidates who are a good fit for the City of Pelham.

Semi-Finalist Identification

After the initial review, we are ready to identify 10-12 (typically) semi-finalist candidates. Some clients prefer to review and approve the semi-finalist list prior to holding initial interviews. We will honor the client's preference related to conducting initial interviews.

Initial Interviews

Once the list of semi-finalists is agreed upon, we conduct live two-way recorded initial interviews, whether in person or virtual, so the client can see what we see. We learn a great deal from body language, facial expressions, enthusiasm, and tone of voice. Clients are invited to participate.

Semi-Finalist Summary Report

After the initial interviews are completed, we will recommend a manageable finalist group for a more formal in-person interview process. To accomplish this, we provide you with a written report summarizing each of the semi-finalist candidates. The report also includes links to the recorded interviews we conducted.

On-Site Collaboration

We will set up another site visit to review the semi-finalist candidates with City leaders. Through this review, we encourage the client to narrow down the field of candidates to proceed with in-person interviews in Pelham. (Typically, the client will choose 3-5 finalists.)

PHASE 5

Meeting Your Candidates

Making the Best Evaluation

The in-person interview process can be handled in a variety of ways. We will formulate a unique interview process based on the individual needs, culture, and priorities of the City of Pelham.

- Prior to the interviews, we fully prepare you with best practices for interviewing candidates and provide suggested interview questions.
- For this Communications Director recruitment, Sumter LGC recommends a full-day interview. The day will be comprised of a tour of Pelham, meetings with the staff leadership team, and a lengthy interview with the City of Pelham's leadership. Depending on your preference, we can assemble an "experts panel" of local government communications professionals to assist with the interview process.
- Having the candidates interact with a wide assortment of people provides different perspectives on the candidate's strengths and weaknesses. In addition to the more formal activities, we will have the candidates go to lunch or for coffee with City staff to interact in a more casual setting.
- We create every opportunity to expose the candidates to everything the City of Pelham has to offer and to provide them with an accurate view of the challenges and opportunities that await them.
- This type of process affords the client multiple data points and interactions to get to know the candidate's true self.

Please see the following page for our recommended approach to the interview day.

A Five-Step Approach to the Interview Day

Step 1: Candidates will interview with the staff leadership team. This will allow candidates to get a feel for the personalities of their future colleagues and for the staff to provide feedback to the hiring manager on which candidates they believe would most effectively work with the leadership team and employees.

Step 2: Candidates meet with an “expert panel” of local government communications professionals to gain additional perspective on the expertise of the finalists.

Step 3: Candidates meet with City staff members individually over lunch and for coffee to create a casual atmosphere to get to know the candidate’s personality and character.

Step 4: Tour of Pelham by City staff to help the candidate learn more about the City of Pelham and get another casual opportunity to get to know the candidate’s personality and character.

Step 5: City Manager spends 75 to 90 minutes interviewing each candidate. At the end of the day, we recommend a feedback loop between the City’s leaders and all the participants from the interview day.

Here are some additional approaches and activities the City can consider as part of this process:

- An interactive activity that the candidates participate in to allow the client to see them in action in a stressful or creative exercise. An example we have used previously is posted as Exhibit “C”.
- Asking the candidates to prepare material ahead of time to present to the client/staff leadership team/experts panel to gauge the candidate’s presentation skills, preparation ability, critical thinking, research techniques, and attention to detail.
- Holding a meet and greet with the finalist candidates to allow them to interact with the staff.



PHASE 6

The Hiring Process

Post-Interview Process Feedback

After the interviews and activities are completed, Sumter LGC will gather the entire day's participants who interacted with the candidates to meet with the City's leadership.

- Everyone is invited to provide feedback on both substantive information and little things they believe would help to define the candidate's personality, character, style, and suitability for the job.
- This feedback loop will help add to the data the City's leadership needs to evaluate to make the final selection.
- The recruiter will sit with the City Manager after all the feedback is received. This discussion typically results in a definitive decision on which candidate to select.
- The recruiter is not the decision maker and is present to facilitate conversations, answer questions, and offer opinions only when asked.

Negotiation

Sumter LGC will work with you to formulate a term sheet with the key business terms to begin the negotiation process.

- Sumter LGC is intimately familiar with this process as both a consultant and a candidate. We are on top of industry trends and methods of finding compromises each party can agree to.
- To help the process along, Sumter LGC will provide the client with salary and benefit data relevant to the size of the City of Pelham and the marketplace in your competitive area.
- Sumter LGC will work with the City Manager and the candidate to agree on an offer letter.

Background Checks

Sumter LGC recommends performing background checks after the parties have established mutual interest and agreed to terms (subject to a background check).

- Sumter LGC will perform the requisite criminal and credit checks and education and employment verifications.
- Sumter LGC doesn't ask candidates for references, but we do fully investigate their background. We choose who we want to talk with from their professional background. We do this because candidates share only references who look upon them favorably. This limits the usefulness of the background check process.
- Sumter LGC digs into a candidate's professional background to eliminate surprises and to get a full view of the candidate's veracity and character. We believe that clients should know everything they can about candidates' backgrounds before making a final hiring decision. We have the experience and aptitude to conduct deep internet searches, looking at social media posts, blogs and other sources.

- At the discretion of the client, and only at the direct costs of travel, Sumter LGC will travel to the communities the final candidate has worked. Sumter LGC will fact check the candidate's resume and meet the people they worked with.
- Delivering this level of scrutiny gives you the best chance at knowing all you can to make a sound decision in selecting a Communications Director.

Press Release

Sumter LGC will write or assist the City of Pelham in composing a press release as part of our flat fee.

- The initial press release and responses to media coverage can get the candidate and the City off on the right foot.
- The press release tells the story of how the candidate will benefit the City of Pelham as well as explain the process that brought the candidate to the City.

Notifying Candidates Not Selected

Sumter LGC will notify candidates who were not selected.

- We are sensitive to the compassion required to handle this duty and are skilled at delivering difficult news in a constructive manner to candidates.
- We respect that the reputation of the City of Pelham is at stake, and we take every step to preserve the good name of the City during this process.

Helping Deliver Success

Sumter LGC offers a follow-up service to work with the new Communications Director for the first year of employment as a mentor and resource.

SEARCH TIMELINE

We expect to move quickly once awarded this assignment.

- Our goal is a 56-day process to propose finalist candidates to the client.
- This can be streamlined by shortening the advertising period, however at least 2-3 weeks is recommended for this phase.
- Another method to streamline the process is to skip the semi-finalist process. This will cut the time for the recruitment down to 5-6 weeks.



The Initial Kick-off Meeting

This on-site meeting in Pelham includes:

- Meeting with the City Manager and any key staff they recommend talking with to gain clarity and consensus on the roles and responsibilities expected of the Communications Director.
- Interviewing the City's leadership team and key staff to develop a candidate profile.
- Agreeing to a recruitment schedule and handling administrative issues.
- Gaining familiarity with the City of Pelham, reviewing expected challenges for the new Communications Director, and completing a candidate profile, recruitment brochure and advertising plan.

2-week milestone

- Advertise position widely with a completed recruitment brochure

5-week milestone

- Initial review of resumes and scoring of proposed semi-finalist candidates

6-week milestone

- Selection of semi-finalist candidates (on site in Pelham)

7-week milestone

- Interviews of semi-finalist candidates by Sumter LGC

8-week milestone

- Present finalist candidate recommendations

PROPOSED FEE

Sumter LGC is proposing a flat fee for this executive search assignment, excluding expenses.

Fee proposal for professional services: \$21,000

Expenses (pre-approved by the client) to be reimbursed by the City of Pelham based on actual documented expenses:

- Consultant travel
- Advertising fees

The flat fee is broken into milestones:

1/3 fee – paid upon the completion of the advertising process

1/3 fee – paid upon the completion of the semi-finalist interviews

1/3 fee – paid upon start date of the Communications Director

Sumter LGC is confident in our process, and if the City of Pelham decides to start over with the recruitment due to unsatisfactory candidates, or if the chosen candidate doesn't last one year in the position for any reason, we offer a one-year guarantee. We will complete another search for the City at no charge (except reimbursable expenses).

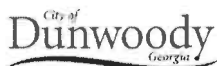
OUR CONSULTANTS

Warren Hutmacher
President, Sumter LGC



Warren has over 25 years of leadership experience and is familiar with all aspects of municipal government. As former City Manager for the cities of Johns Creek, Dunwoody, Norcross, Avondale Estates, and Hutto, Warren was involved in key community issues, including traffic congestion, planning, neighborhood preservation, economic development, revenue expansion, and park development. Serving various municipalities throughout his career, Warren maintains a keen understanding of community issues, including how to work with a wide variety of stakeholders to establish priorities that will provide the best and most meaningful results for clients.

Experience:

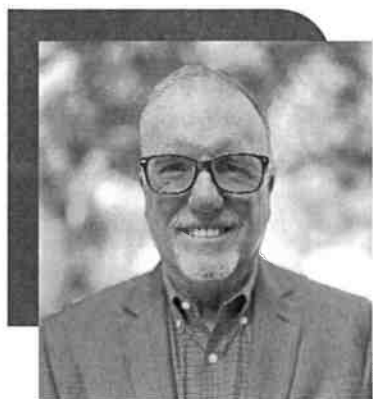


Education:



Billy Grogan

Senior VP, Sumter LGC



With a long track record in local government and law enforcement, Billy has served as a Police Chief, Interim City Manager, Instructor, and Leadership Consultant. He recently retired as the first Chief of Police for the City of Dunwoody, GA.

Billy has an MPA from Kennesaw State University and is a graduate of the 193rd session of the FBI National Academy. He is an accomplished author and subject matter expert on the use of social media in law enforcement. He has a long list of accolades and accomplishments in law enforcement, including serving as the President of the Georgia Association of Chiefs of Police and board service on the International Association of Chiefs of Police Human and Civil Rights Committee.

Billy will be helping local governments solve complex problems in law enforcement and leadership as well as helping clients with executive search and staffing challenges.

Experience:



Education:



Gary La Venia
Senior VP, Sumter LGC



Gary has enjoyed a long professional career serving others through his work in local government. Gary has served as a City Manager in Florida and New Jersey. Gary earned both a bachelor's degree and a Master of Public Policy from Rutgers University. He has recently retired after a decade of service as the City Manager of Fruitland Park, FL. Gary has extensive expertise in shared services and economic development. He has relocated to South Carolina and will be investing in building relationships in South Carolina and North Carolina as well as servicing clients in Florida and Georgia. Gary will be helping local governments solve complex problems as well as aiding clients with executive search and staffing challenges.

Experience:



Education:



WHO WE'VE HELPED

Client	Assignment	Year
City of Smyrna, GA	Assistant City Administrator	2020
City of Winder, GA	City Engineer	2020
City of Doraville, GA	City Clerk	2020
City of College Park, GA	City Manager	2022
City of Stone Mountain, GA	Interim City Manager	2022
City of College Park, GA	Public Works Director	2022
City of Winder, GA	Planning Leader	2022
City of College Park, GA	Chief Building Official	2022
City of South Fulton, GA	Internal Auditor	2023
City of College Park, GA	Airport Affairs Director	2023
City of Fayetteville, GA	Economic Dev. Director	2023
City of College Park, GA	City Engineer	2023
City of Pompano Beach, FL	Human Resources Director	2023
City of Winder, GA	Human Resources Director	2023
City of Social Circle, GA	Finance Director	2023
Georgetown County, SC	County Engineer	2023
City of Suwanee, GA	Public Works Director	2023
City of Clarkston, GA	Interim City Manager	2023
City of Social Circle, GA	Interim Finance Director	2023
City of Brookhaven, GA	Interim Parks and Recreation Director	2023
City of South Fulton, GA	Fire Fee Analysis	2023
City of Powder Springs, GA	Fractional Deputy Finance Director	2023
City of Doraville, GA	Interim City Clerk	2023
City of Duluth, GA	Purchasing Manual Revision	2023
City of Palmetto, GA	Budget Preparation	2023
City of College Park, GA	Assistant City Manager	2023
City of Brookhaven, GA	Interim Parks and Recreation Director	2023
City of Chamblee, GA	Interim City Manager	2024
City of Doraville, GA	Interim Accountant	2024
City of Sylvester, GA	Fractional Chief Financial Officer (CFO)	2024
City of Decatur, GA	Senior City Engineer	2024
City of Atlanta, GA	Interim Fleet Manager	2024
City of Powder Springs, GA	Agency Head - Infrastructure/Dev.	2024
City of Brookhaven, GA	Public Works Director	2024
City of East Point, GA	Interim City Manager	2024
City of Villa Rica, GA	City Engineer	2024
City of Powder Springs, GA	Deputy Finance Director	2024

City of Kennesaw, GA	Information Technology Director	2024
City of Stonecrest, GA	Chief of Police	2024
Glynn County, GA	Community Development Director	2024
City of Winder, GA	City Administrator	2024
City of New Carrollton, MD	Interim City Clerk	2024
City of Acworth, GA	Finance Director	2024
City of Acworth, GA	Deputy City Manager	2024
City of Germantown, TN	Public Works Director	2024
City of Warner Robins, GA	Finance Director	2024
City of Warner Robins, GA	City Engineer	2024
City of College Park, GA	HR and Risk Management Director	2024
City of College Park, GA	Purchasing Director	2024
City of College Park, GA	City Clerk	2024
City of College Park, GA	Economic Development Director	2024
City of College Park, GA	City Manager	2024
City of College Park, GA	City Planner	2024
City of College Park, GA	Grants Manager	2024
City of College Park, GA	Public Works Director	2024
City of Sandersville, GA	Finance Director	2024
City of Tucker, GA	Deputy Parks and Recreation Director	2024
City of College Park, GA	Interim Finance Director	2024
City of College Park, GA	Interim Purchasing Administrator	2024
City of Chamblee, GA	Assistant City Manager	2024
Spartanburg County, SC	Transportation Manager	2024
City of College Park, GA	Fire Chief	2024
City of College Park, GA	Finance Director	2024
City of College Park, GA	Executive Director - Convention Center	2024
City of East Point, GA	Finance Director	2024
City of East Point, GA	IT Director	2024
City of Sandersville, GA	Public Works Director	2024
City of Acworth, GA	Public Works Director	2024
City of Fayetteville, GA	Communications Director	2024
Town of Easton, MD	Town Manager	2024
City of Guyton, GA	City Manager	2024
City of Port Wentworth, GA	Assistant City Manager	2024
City of Warner Robins, GA	City Engineer	2024
City of Dade City, FL	City Manager	2024
City of College Park, GA	Communications Director	2024
City of Tifton, GA	City Manager	2024
Town of Ocean City, MD	Chief of Police	2024
City of Cape Canaveral, FL	Chief Building Official	2025

City of College Park, GA	Deputy Fire Chief	2025
City of Warner Robins, GA	Interim Finance Director	2025
Washington County, GA	County Administrator	2025
City of Winder, GA	Interim Finance Director	2025
City of Winder, GA	Finance Director	2025
City of College Park, GA	Interim Purchasing Administrator	2025
City of Clarkston, GA	Interim Finance Director	2025
City of Villa Rica, GA	Interim Community Development Director	2025
City of Alpharetta, GA	Interim Assistant City Clerk	2025
City of Valdosta, GA	Interim Senior Accountant	2025
St. Mary's County, MD	EMS Chief	2025
City of Chamblee, GA	Interim Planning and Development Director	2025
City of Marietta, GA	Deputy Finance Director	2025
City of North Myrtle Beach, SC	Finance Director	2025
Town of Hilton Head Island, SC	Planning Director	2025
Town of Hilton Head Island, SC	Assistant Planning Director	2025
Town of Hilton Head Island, SC	Assistant Finance Director	2025
Town of Hilton Head Island, SC	Plans Examiner	2025
City of Stone Mountain, GA	City Manager	2025
City of Woodstock, GA	Chief of Police	2025
City of Chamblee, GA	Planning and Development Director	2025
City of Stone Mountain, GA	Interim Finance Director	2025
City of Brookhaven, GA	Assistant Parks and Recreation Director	2025
City of Sarasota, FL	City Manager	2025
City of Stone Mountain, GA	Public Works Director	2025
City of Doraville, GA	City Manager	2025
City of Tucker, GA	Court Administrator	2025
City of Atlanta Department of	Assistant Commissioner of Technical Services	2025
	Watershed Management	
City of Brooklet, GA	City Manager	2025
City of DeFuniak Springs, FL	Finance Director	2025
Glynn County, GA	Human Resources Director	2025
City of Stockbridge, GA	Economic Development Director	2025
Sumner County, TN	Finance Director	2025
City of Forest Park, GA	City Manager	2025
City of Tucker, GA	Finance Director	2026
City of Tucker, GA	Parks and Recreation Director	2026
City of Lake Worth Beach, FL	City Manager	2026
City of Senoia, GA	City Manager	2026

City of Stonecrest, GA	City Manager	2026
City of Senoia, GA	Community Development & Planning Director	2026
City of Fayetteville, GA	Deputy HR Director	2026
City of Fayetteville, GA	Deputy Public Services Director	2026
City of Fayetteville, GA	Community Development Director	2026
City of White House, TN	City Administrator	2026
City of Decatur, GA	Building Official	2026
City of Perry, GA	Public Works Director	2026

EXHIBIT A – IDEAL CANDIDATE PROFILE



The Ideal Candidate

- A competitive individual who knows, understands, and values the importance of being part of a team
- A leader who possesses the ability to relate to a diverse workforce
- An individual who can work with a shared community vision to see the big picture and execute the City Commission's direction to achieve that vision
- A supportive leader with the will and ability to collaborate with the staff
- A confident leader willing and able to delegate tasks that allow seasoned staff to work autonomously
- A person with exceptional communication skills
- A person of high integrity, always working to do what is in the long-term best interest of the City
- A person who can think both locally and regionally
- An individual who can respectfully and effectively help resolve problems between opposing viewpoints
- A resourceful problem solver who works to progress, without impeding the process
- A person willing to be involved with local, state, and federal officials in a continuing effort to secure the resources necessary to continue moving the City forward



EXHIBIT B – RECRUITMENT BROCHURE

RECRUITMENT

City of Sarasota, FL

City Manager



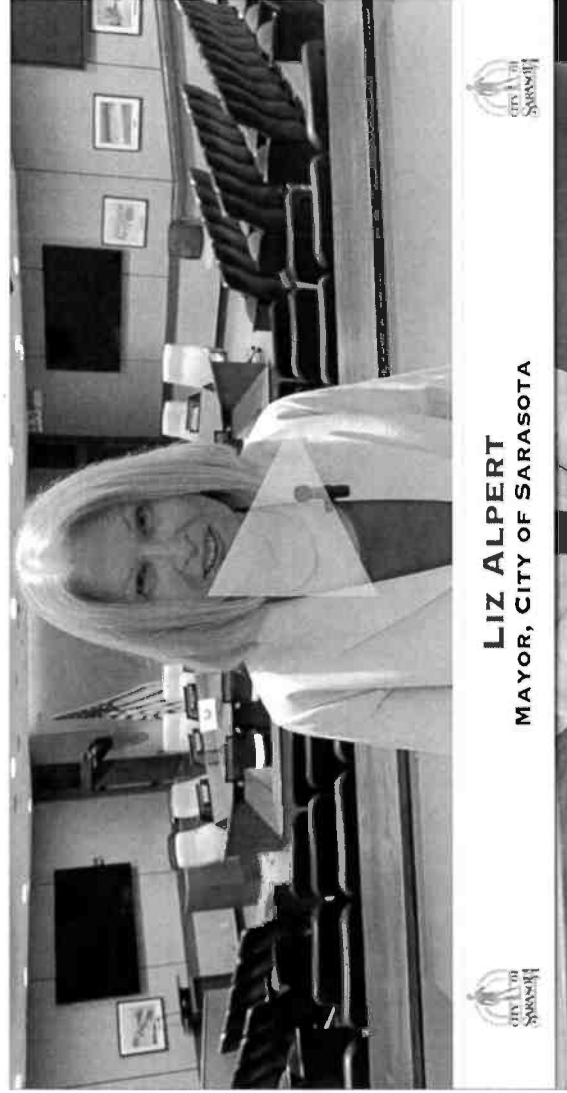
First review of resumes - December 12, 2025

Executive search
provided by:



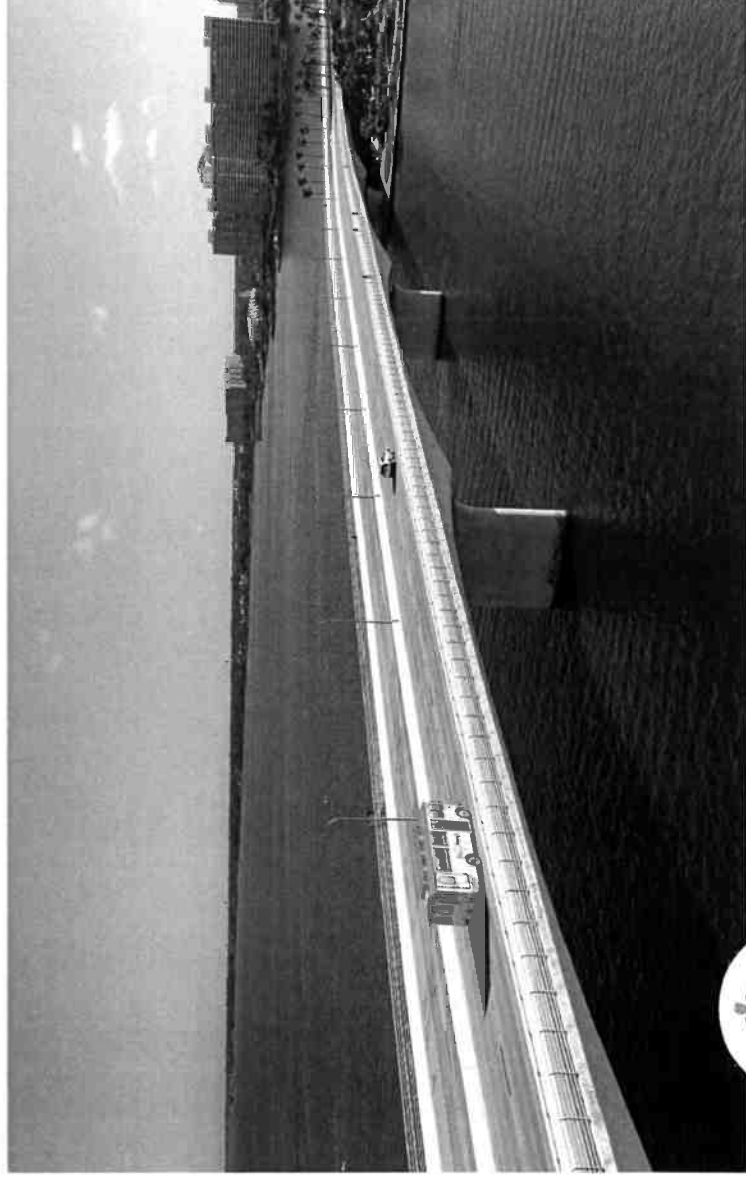
About the Community

Sarasota, Florida, is a vibrant and culturally rich city nestled along the Gulf Coast, celebrated for its beautiful beaches, artistic vitality, and small-town charm. Consistently ranked among America's Best Places to Live by U.S. News & World Report, Sarasota offers the perfect balance of sophistication, coastal living, and community spirit.



With a population of roughly 60,000 residents, the city's vitality expands significantly during the winter months, when seasonal residents and visitors swell the community to over 100,000 people. Sarasota's lifestyle reflects a blend of laid-back coastal elegance and forward-looking innovation. Residents enjoy 251 days of sunshine each year, an award-winning performing arts scene, world-class dining, and access to the region's natural treasures—white sand beaches, tranquil bay waters, and lush parks and trails.





Cultural amenities abound. The City-owned Van Wezel Performing Arts Hall anchors Sarasota's reputation as Florida's "Cultural Coast," complemented by institutions such as the Ringling Museum of Art, Asolo Repertory Theatre, Sarasota Opera House, Florida Studio Theatre, and the Sarasota Ballet. Signature events like the Sarasota Film Festival and Siesta Key Crystal Classic draw national attention each year.

Sarasota's economy is anchored by tourism, healthcare, education, and professional services. The area's largest employers include Sarasota Memorial Hospital, the Sarasota County School Board, and Publix Super Markets, with growing contributions from the construction and tech sectors. Housing options range from walkable downtown condominiums to coastal neighborhoods and family-friendly communities inland, providing choices for every lifestyle.



A RICH AND UNIQUE HISTORY

Sarasota's roots date back to the 1500s, when Spanish explorers arrived along Florida's Gulf Coast. Sarasota was incorporated as a town on October 14, 1902, having a population of 53 residents, with John Hamilton Gillespie being sworn in as mayor and a municipal charter being created. It was later re-platted in 1912 and then incorporated as a city in 1913, with A. B. Edwards being the first mayor for the new city government.

The city's character was further shaped by visionary figures such as John Ringling, whose winter home and investments brought national attention and earned Sarasota the nickname "Circus City." Ringling's influence, along with the civic and philanthropic leadership of Bertha Palmer, who championed local agriculture and tourism, helped establish Sarasota as both a cultural and economic hub.

In 1945, the City formally adopted the Commission-Manager form of government, ensuring professional management and stable leadership as Sarasota transitioned from a small coastal town to a thriving regional center.



GOVERNMENT STRUCTURE

Sarasota operates under a Commission-Manager form of government, as established by its City Charter. The City Commission serves as the community's legislative and policymaking body, consisting of five members—two elected at-large and three elected from single-member districts. Each serves a four-year term, with elections staggered in even-numbered years.

Each November, Commissioners select from among themselves a Mayor and Vice Mayor. The Commission appoints three Charter Officials:

- The City Manager, who serves as the City's Chief Administrative Officer
- The City Auditor and Clerk, who acts as the official recordkeeper and internal auditor
- The City Attorney, who serves as legal counsel to the City

The City Manager oversees employees across major departments such as Police, Parks and Recreation, Public Works, Utilities, and Development Services. The City's FY 2025-2026 total budget is \$303 million.

Sarasota's government is guided by the principles of integrity, accountability, teamwork, and respect. This structure reflects the **community's commitment to transparent governance, professional management, and strong collaboration** between elected officials and staff—values that have helped sustain Sarasota's success for decades.



The Sarasota Experience

Sarasota is more than a place to live and work—it's a community that embraces creativity, celebrates diversity, and thrives on civic pride. Known as Florida's Cultural Coast, Sarasota offers a unique blend of coastal beauty, cosmopolitan energy, and small-town warmth that continues to draw artists, entrepreneurs, professionals, retirees, and families from across the nation.

A THRIVING ARTS AND CULTURE SCENE

The arts are not just a pastime in Sarasota—they are part of its identity. Few cities of comparable size can boast the depth and diversity of Sarasota's cultural landscape. The John and Mable Ringling Museum of Art, Florida's official state art museum, anchors a constellation of world-class institutions that include the Van Wezel Performing Arts Hall, Asolo Repertory Theatre, Sarasota Ballet, Florida Studio Theatre, Sarasota Opera, Westcoast Black Theatre Troupe, and the Sarasota Art Museum.

The community's artistic spirit spills outdoors, too. Public art installations dot city streets and parks, murals enliven downtown alleyways, and open-air festivals fill the calendar year-round—from the internationally renowned Sarasota Film Festival to the Chalk Festival, Sarasota Music Festival, and the Siesta Key Crystal Classic sand-sculpting competition. Whether one's passion lies in fine art, live theatre, film, or music, Sarasota offers continual inspiration and opportunities for engagement.



A CULINARY DESTINATION

Sarasota's dining scene rivals that of much larger metropolitan areas, combining global sophistication with Gulf Coast freshness. Dozens of chef-driven restaurants and locally owned bistros offer everything from upscale waterfront dining to creative farm-to-table concepts and casual seafood spots featuring the day's local catch. The downtown core, St. Armands Circle, and the Rosemary District provide walkable clusters of restaurants, cafés, and wine bars that come alive after dark.

Local culinary traditions are enriched by the city's diversity—Italian trattorias, Caribbean grills, French bakeries, and New Southern kitchens all thrive here. A growing number of microbreweries and craft cocktail lounges add to the city's vibrant nightlife, while open-air markets and food festivals celebrate Sarasota's love of good food and community connection.





DOWNTOWN AND NEIGHBORHOOD LIVING

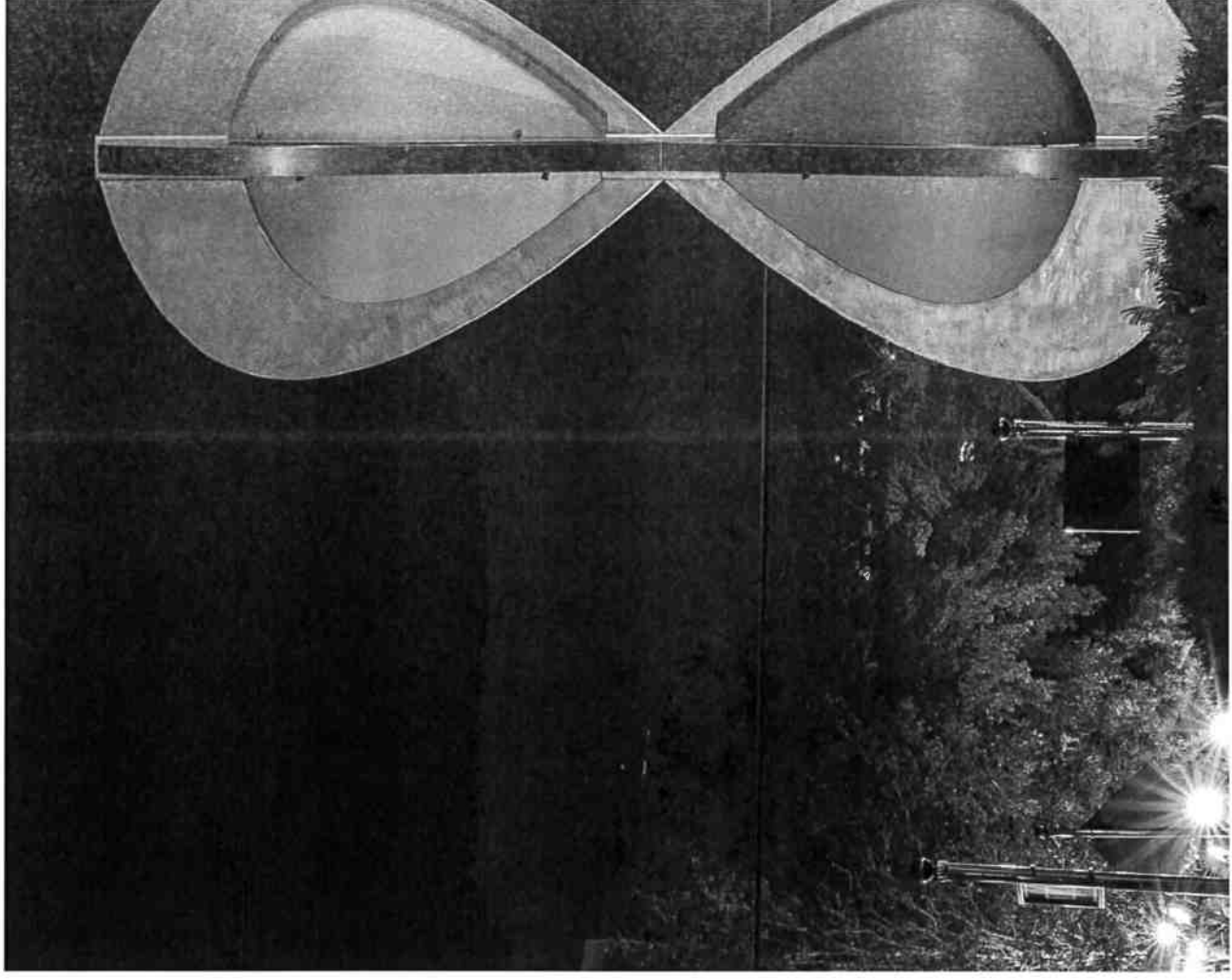
At the heart of it all is Downtown Sarasota—a walkable, tree-lined district filled with boutique shopping, art galleries, historic architecture, and waterfront views. Main Street, Lemon Avenue, and Palm Avenue serve as lively corridors of commerce and culture, with year-round events such as the Downtown Farmers Market, art walks, parades, festivals and live music. The nearby Bay Park project is transforming the city's waterfront into a signature public space that blends green design, recreation, and community gathering areas along Sarasota Bay.

Housing options in and around the city are as diverse as the people who call Sarasota home. Downtown condominiums and luxury high-rises offer modern amenities and sweeping views of the bay, while charming bungalows, historic homes, and new developments provide appealing options for families and professionals alike. Waterfront estates, golf-course communities, and mixed-use neighborhoods create a housing market that accommodates a wide range of lifestyles and income levels. The median home price, around \$549,000, and median rents, around \$2,300 per month, reflect Sarasota's strong desirability and steady growth, while surrounding neighborhoods and inland areas offer more attainable options without sacrificing access to the city's amenities.

A LIFESTYLE OF CONNECTION AND COMMUNITY

Despite its sophistication, Sarasota retains an inviting, close-knit atmosphere. Neighbors greet each other at the Farmers Market, families gather for concerts in Payne Park, and volunteers of all ages support a wide array of civic, cultural, and philanthropic organizations. Residents value Sarasota's tradition of participation—whether serving on local boards, supporting the arts, or engaging in lively public discourse about the city's future.

In every sense, Sarasota offers a lifestyle that combines beauty, creativity, and community. For the next City Manager, it represents a truly special place to lead—a city where art and culture meet coastal living, where innovation is encouraged, and where civic pride runs deep.



City Commission (as of November 1, 2025)



MAYOR, DISTRICT TWO
FIRST ELECTED ON 5/15/15

Liz Alpert



VICE MAYOR, AT-LARGE
FIRST ELECTED ON 11/8/22

Debbie Trice



COMMISSIONER, DISTRICT ONE
FIRST ELECTED ON 11/6/20

Kyle Battie



COMMISSIONER, AT-LARGE
FIRST ELECTED ON 5/12/17

Jen Ahearn-Koch



COMMISSIONER, DISTRICT THREE
FIRST ELECTED ON 11/8/24

Kathy Kelley Ohlrich



Charter Officials



INTERIM CITY MANAGER
WITH THE CITY SINCE 5/19/25

David Bullock



CITY ATTORNEY
WITH THE CITY SINCE 3/3/25

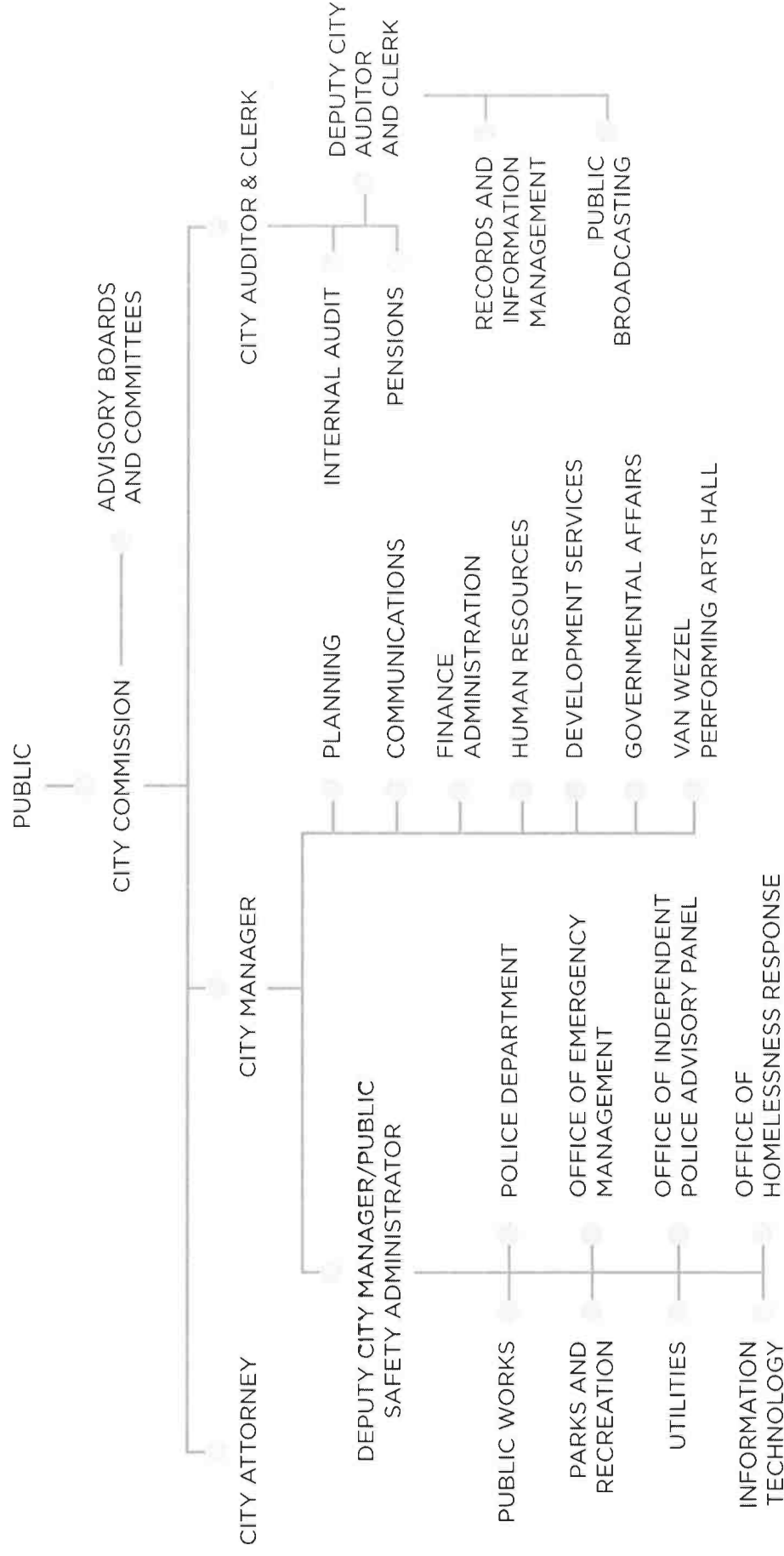
Joe Polzak



CITY AUDITOR & CLERK
WITH THE CITY SINCE 11/4/19

Shayla Griggs

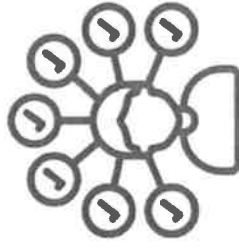
Organization Chart



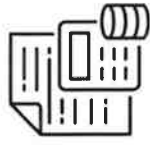
The Role

ABOUT THE POSITION

The City Manager is a cornerstone leadership role within the City of Sarasota, responsible for guiding the daily operations of this vibrant and evolving community. Working closely with the City Commission, the City Manager helps shape and implement citywide policy while ensuring that organizational priorities align with the community's long-term vision.



As the City's chief administrative officer, the City Manager provides strategic leadership in developing and executing both short- and long-term plans. This individual supports the City Commission by preparing reports, offering professional recommendations, and attending Commission meetings to provide staff insight and operational perspective.



The Role

KEY RESPONSIBILITIES

- Oversee all city departments and the management team, including the hiring, supervision, and evaluation of department directors (Except for positions appointed by the Commission directly – City Attorney and City Auditor and Clerk)
- Establish and maintain policies and procedures that ensure efficient, effective, and transparent municipal operations
- Lead the preparation of the annual budget in close collaboration with the City's Chief Financial Officer, demonstrating strong financial management skills and a deep understanding of municipal finance
- Serve as a key representative and spokesperson for the City, building strong relationships with residents, business leaders, community organizations, and regional partners

The next City Manager of Sarasota will be a forward-thinking, energetic, collaborative leader with a passion for public service and a proven ability to bring people together. The ideal candidate will value transparency, communication, and teamwork—working in full partnership with the City Commission, staff, and community stakeholders to advance Sarasota's goals, carry out Commission policy, and ensure the City continues to thrive.



Challenges and Opportunities

THE OPPORTUNITY

The City of Sarasota is seeking an exceptional, forward-thinking leader to serve as its next City Manager. This position offers an exciting opportunity to guide one of Florida's most dynamic and vibrant coastal communities through a period of continued growth, innovation, and community engagement. Sarasota's next City Manager will be a visible, approachable, and relationship-driven leader who thrives on connection with residents, business leaders, civic organizations, and regional partners.

This is not a role for an introvert or someone who views community engagement as a box to check. Success in Sarasota requires genuine enthusiasm for public interaction and a strong presence at community events. The City Commission is looking for a City Manager who truly values civic involvement and sees it as a core leadership responsibility, not an obligation.

LEADERSHIP STYLE AND GOVERNANCE APPROACH

The ideal candidate will be a trusted advisor to the Mayor and City Commission—someone who communicates with honesty, transparency, and integrity. The Commission seeks a professional who tells them what they need to hear, not simply what they want to hear.

This position requires a collaborator who works with the Commission, not one who manages it—someone who respects the diversity of perspectives and can help shape those perspectives into a shared vision through thoughtful dialogue and consensus-building.





Key Leadership Qualities

The next City Manager will be a strategic thinker, a creative problem solver, and a strong organizational leader—a person who:

- Understands the long-term implications of today's decisions.
- Establishes clear, achievable goals for staff and ensures they have the tools and resources to succeed.
- Promotes stability, trust, and respect within the organization.
- Listens carefully, values diverse viewpoints, and fosters collaboration across all levels of the City.
- Creates a positive, inclusive workplace culture where employees are supported and empowered.
- Embraces a culture of accountability for delivering results

Sarasota needs a leader who balances innovation with practicality and embraces new ideas yet maintains a steady hand when navigating complex issues.



Community and Strategic Priorities

The incoming City Manager will find a community filled with opportunity—and a few challenges that demand attention. Among the priorities and initiatives the next City Manager will help lead are:

- Stormwater System Improvements: Partnering with Sarasota County to address critical infrastructure needs
- Performing Arts Center Project: Advancing this high-profile initiative that holds deep significance for the community
- Workforce and Affordable Housing: Developing strategies and partnerships to expand access and affordability
- Downtown Traffic and Parking: Evaluating and implementing solutions that support mobility, business vitality, and quality of life

Additionally, the next City Manager will be expected to conduct a comprehensive review of the City's Strategic Plan, modernize its goals, and work with the Commission and community stakeholders to establish a shared, forward-looking vision for Sarasota's future.



THE CITY OF SARASOTA SEEKS A CITY MANAGER WHO IS:

- Relatable and engaging—a visible presence in the community and a genuine relationship-builder.
- Decisive yet inclusive—someone who leads with confidence but values everyone's input.
- Data-driven and adaptable—able to assess performance metrics while remaining flexible and responsive to changing conditions.
- Visionary and grounded—able to inspire innovation while maintaining a practical understanding of municipal operations.

The successful candidate will view every challenge as an opportunity and every opportunity as a challenge worth tackling.

A CAREER-DEFINING ROLE

The City is looking for a unifier with vision, a communicator who values inclusion, and a leader who thrives on collaboration.

For the right professional, this is a tremendous opportunity to make a lasting impact in one of Florida's most desirable communities. Sarasota's City Manager will have the privilege of leading an experienced team, working alongside a dedicated City Commission, and partnering with an engaged, passionate citizenry.





The Ideal Candidate

- A competitive individual who knows, understands, and values the importance of being part of a team
- A leader who possesses the ability to relate to a diverse workforce
- An individual who can work with a shared community vision to see the big picture and execute the City Commission's direction to achieve that vision
- A supportive leader with the will and ability to collaborate with the staff
- A confident leader willing and able to delegate tasks that allow seasoned staff to work autonomously
- A person with exceptional communication skills
- A person of high integrity, always working to do what is in the long-term best interest of the City
- A person who can think both locally and regionally
- An individual who can respectfully and effectively help resolve problems between opposing viewpoints
- A resourceful problem solver who works to progress, without impeding the process
- A person willing to be involved with local, state, and federal officials in a continuing effort to secure the resources necessary to continue moving the City forward





Qualifications

- The ideal candidate must have considerable progressive senior management experience.
- A bachelor's degree in business, public administration, public policy, or a related field is expected. While not mandatory, a master's degree is highly desirable.
- Per the City Charter, the City Manager is expected to reside in the city. A reasonable amount of time will be provided to candidates to move into the city limits.
- ICMA membership (paid for by the City) must be obtained within 6 months of being hired.

Preferred Experience

- Knowledge and experience in developing and maintaining complex municipal infrastructure
- A proven track record of open and productive community dialogue with community groups, business organizations, residents, visitors, and regional and state leaders who may have at any time similar or conflicting views on community issues
- Knowledge of issues commonly associated with coastal communities, including infrastructure, emergency preparedness, crisis management, and intergovernmental cooperation
- Familiarity and comfort with promoting and managing the impacts of tourism, seasonal resident populations, and active and vibrant downtowns

[CLICK HERE FOR CITY MANAGER JOB DESCRIPTION](#)



Application Process

For more information on this position, including supplementary documents and resources, visit the recruitment webpage at:

[CLICK HERE FOR CITY OF SARASOTA CITY MANAGER RECRUITMENT PAGE](#)

The first review of resumes will take place on December 12, 2025.

Please refrain from communicating with the staff or elected officials with the City of Sarasota. Please direct inquiries to Sumter Consulting.

Please contact the Executive Recruiter with any questions or concerns:

Warren Hutmacher

Email: warren@sumterconsulting.com

Phone: 404-535-0525

Website: sumterlocalgovconsulting.com

Florida's robust "Sunshine" and public records laws create one of the most transparent local government environments in the nation, and candidates for the Sarasota City Manager position should understand how these laws may affect their privacy throughout the recruitment process and beyond. Under Florida's Government-in-the-Sunshine Law, virtually all meetings between elected officials—including City Commissioners—must be open to the public, noticed in advance, and documented. This means that interviews, discussions, and deliberations regarding candidates will generally occur in public settings and may be covered by the media or accessible to any interested resident. Likewise, Florida's Public Records Law treats most documents related to city business—including applications, résumés, emails, text messages, and correspondence related to the recruitment—as public records subject to inspection by any member of the public. While certain limited exemptions exist, applicants should expect that their interest in the position, as well as much of the information they submit, may become publicly available. Candidates should be prepared for an unusually high level of public visibility, community scrutiny, and media attention throughout the selection process.



Compensation and Benefits

Key benefits:

Participation in the Florida Retirement System

457(b) Deferred Compensation with a city match

Retiree health benefits, including two medical plans, access to the City's Health Clinic when enrolled in medical, dental insurance, vision insurance, basic retiree life insurance if eligible, conversion of additional life insurance, and a health reimbursement account (HRA)

Fitness Days: The City of Sarasota allows all employees to earn paid time off twice per year by exercising. An employee may earn up to six days of paid time off annually by participating in the Run/Walk/Swim program. Other wellness incentives, such as diet and exercise, are available and provide the opportunity to reduce your monthly health insurance premium.

Florida law (F.S. § 215.425) places clear restrictions on severance payments for public employees, including City Managers:

Maximum payout: Severance may not exceed 20 weeks of compensation under any employment agreement.

No severance for misconduct: If termination is for misconduct, no severance may be paid.

Hiring Range:

Between \$275,000 and \$295,000, depending on qualifications and experience

CLICK HERE FOR
BENEFITS GUIDE



Hiring Process and Projected Timeline



1. Apply Here



2. First Review of Resumes

December 12, 2025



3. Semi-Finalist Interviews

Mid-January 2026



4. Finalist Interviews

Early February 2026



5. Background Check & Offer

Late February 2026



EXHIBIT C – INNOVATIVE INTERVIEW

INNOVATIVE INTERVIEWS

The interview process is intended for candidates to be fully informed about their prospective employer as well as for the city to find out as much as it can about the candidate's abilities, qualifications, and character.

Sumter Consulting believes that there are methods outside the traditional interview process used to discover more about the applicant than a question and answer can produce.

When the City of Johns Creek was interviewing candidates for a Communications Director position, the ideal candidate profile called for the successful candidate to be capable of handling crisis communication while providing a sense of confidence and calm under heavy stress. They could have asked candidates to discuss a time in their careers when they dealt with a crisis, but instead the city created a crisis and put the applicants to the test....

Here is why Sumter Consulting approaches the recruitment process differently than other firms. The following is a retelling of a recruitment process Warren Hutmacher led for the City of Johns Creek, GA.



INNOVATIVE INTERVIEWS

Example: “The Crisis Unveiled”

Candidates entered the conference room for their individual interviews opposite three similarly dressed interviewers representing the city. Hands are shaken, introductions made, and the interviews proceed like any other interview held by a city government. While the employer is taking turns asking questions, the door suddenly comes flying open and a city staffer bellows into the room in an agitated state that the Communications Director candidate is urgently needed to help with a crisis in the making.



The candidate is whisked away to a separate conference room and is briefed by the Police Chief and Assistant City Manager regarding an officer involved shooting that has just occurred. The facts are hazy and are dribbling in. The candidate is then asked to go to the PD Headquarters and interview the Sergeant and Lieutenant on duty when the shooting happened.

After talking with an obviously flustered Sergeant and an overly tight-lipped Lieutenant, the candidate must take this information and what he learned from the Chief and Assistant City Manager to craft an immediate action plan and a press release and prepare for a press conference to be held in the next 30 minutes.

After 30 minutes alone with pen and paper, the candidate is taken by the Police Chief to the Roll Call room for a press conference. The video cameras are rolling, and a dozen city staff are in attendance. The candidate is called to the podium to give a statement and take questions from the “reporters” in the room. The candidate is peppered with questions, some of which are unfair, and some are hard hitting.

INNOVATIVE INTERVIEWS

Example: “The Crisis Unveiled” continued

After this 30-minute exercise, the candidate is taken back to the original panel interview to brief the panelists as to how they think they did with the exercise and finish up their formal question and answer interview.

This process is repeated for all three finalists. The videos are compiled and the participants from the staff (Police Chief, Assistant City Manager, Sgt., Lt., and staff acting as reporters) gather to review the press releases, view the press conference videos, and conduct a full debrief on the entire exercise. The City Manager learned the following from this experience:

The first candidate panicked and was very uncomfortable in dealing with the crisis. He was pushed around by the “reporters” at the mock press conference. His answers, press release and leadership through the exercise did not meet the expectations for the job.

The second candidate's performance was rated as mediocre. She failed to keep certain confidential details off the public record after being warned by the Chief of Police that certain facts were not to be shared publicly.



The last candidate was sharp, unaffected by the stress and handled the reporters politely and directed the answers toward the city's narrative. It didn't hurt that this candidate was the former public affairs Captain for the United States Navy's entire Pacific Fleet. When asked afterwards about the exercise, he joked that this crisis was rather easy to deal with compared to North Korea!

EXHIBIT D – SEMI-FINALIST REPORT

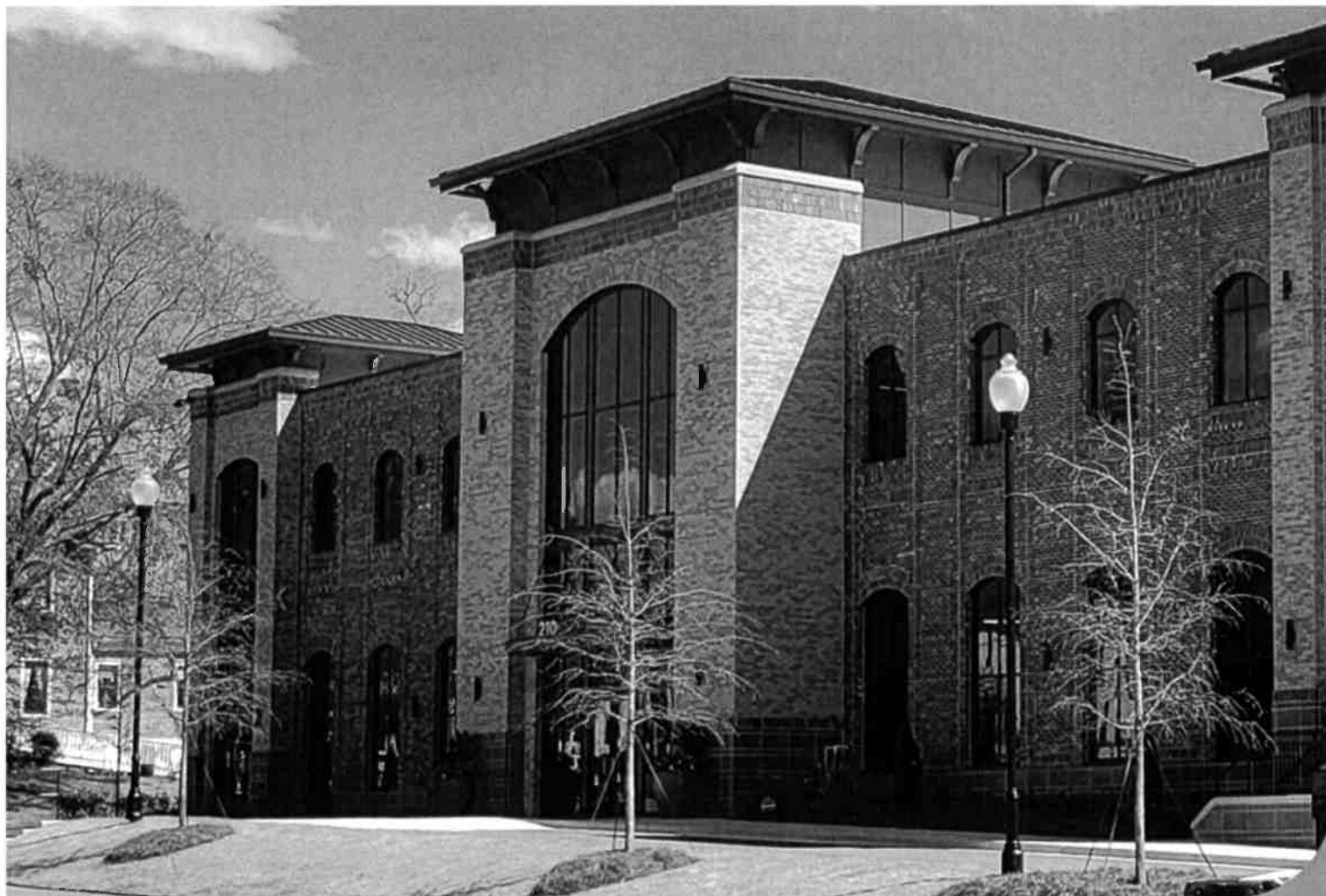
Semi-Finalist Candidate Review

EXECUTIVE SEARCH



Communications Director

City of Fayetteville, GA



Executive search
provided by:



March 20, 2025

COMMUNICATIONS DIRECTOR
SEMI-FINALIST CANDIDATE REVIEW



AGENDA

Review of Process

Review of Ideal Candidate Profile

Candidate Review

Semi-Finalist Recommendations

Review Next Steps

Executive search
provided by:



March 20, 2025

COMMUNICATIONS DIRECTOR
SEMI-FINALIST CANDIDATE REVIEW



INITIAL CANDIDATE REVIEW
- REVIEW OF PROCESS -

Development of Ideal Candidate Profile
and Recruitment Brochure

Advertising

Recruitment

Initial Candidate Review - Client

Selection of Semi-Finalists - Client

Recorded Interviews for Semi-Finalists
with Search Consultant

Review of Semi-Finalists with Client
and Selection of Finalists

Finalist Interviews with...

Background Investigations, Selection,
and Negotiations

Executive search
provided by:



March 20, 2025

COMMUNICATIONS DIRECTOR SEMI-FINALIST CANDIDATE REVIEW



THE IDEAL CANDIDATE

Highly skilled and organized professional with a strategic mindset, capable of developing and executing complex communication programs

Experience with small to medium size organizations with prodigious visions

Recognize the value of cultivating strong relationships with team members, leadership, business owners, the media and citizens to foster transparency and trust

Approaches challenges utilizing collaboration and relationship building with stakeholders

Resourceful and able to leverage the strengths of others to achieve optimal results

Has an extensive network to rely on and call forth when seeking solutions to challenges

Finds energy and comfort in an organizational culture that is motivating, collaborative, and engaging

Out of the box thinker capable of finding innovative solutions to challenges

A talented storyteller, able to articulate complex concepts to a wide audience effectively

Energetic and enthusiastic approach that is contagious

Tactful, precise and transparent approach to informing the public on city issues

Media savvy individual with an appreciation for the usefulness of social media and the ability to harness it's power to meet the city's objectives

Executive search
provided by:



March 20, 2025

COMMUNICATIONS DIRECTOR
SEMI-FINALIST CANDIDATE REVIEW



QUALIFICATIONS

Bachelor's degree required, Master's Degree preferred

Significant experience in strategic communications, marketing, journalism, public relations or other related field

Proven ability to work in a team environment

Experience in either public or private sector is acceptable

Contributes to the profession and actively engages in professional development

Actively involved in 3CMA or related marketing/communications professional organizations

Executive search
provided by:

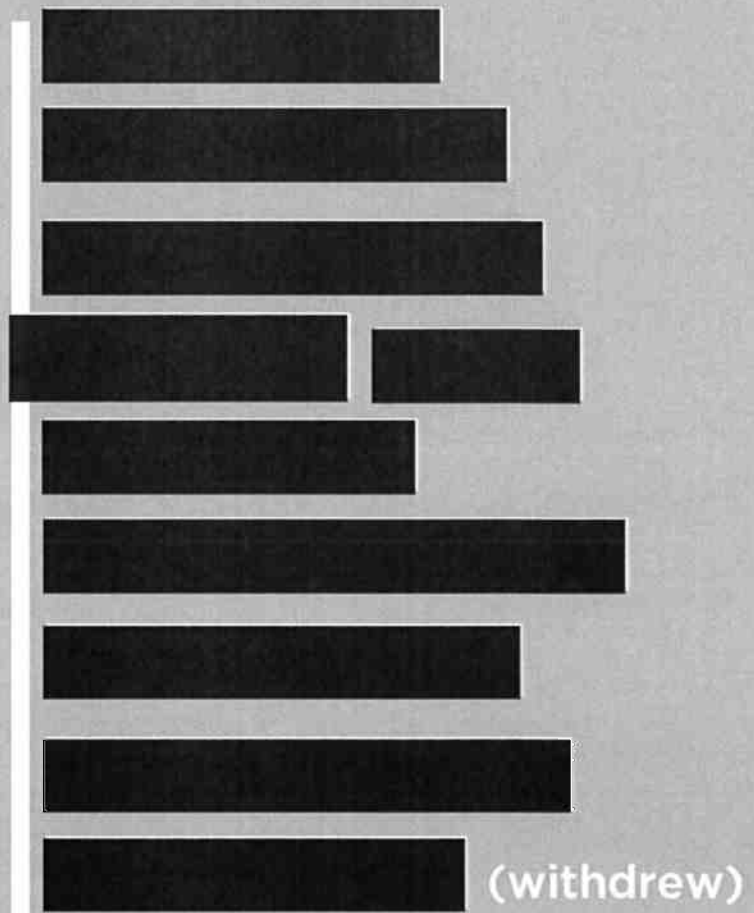


March 20, 2025

COMMUNICATIONS DIRECTOR
SEMI-FINALIST CANDIDATE REVIEW



**Semi-Finalists
selected by client**



Executive search
provided by:



March 20, 2025

COMMUNICATIONS DIRECTOR
SEMI-FINALIST CANDIDATE REVIEW



What I like

- Significant experience on the news side of the business
- Law degree – provides a depth of organizational skills, discipline and critical thinking skills
- Very professional and would represent the City well

What concerns me

- Low energy in the interview
- May not have the diversity of skills necessary to run a full-service Communications Dept.
- Weak spots in graphics, communications strategy and community engagement

Executive search
provided by:



March 20, 2025

COMMUNICATIONS DIRECTOR
SEMI-FINALIST CANDIDATE REVIEW



[REDACTED]

[REDACTED]

[REDACTED]

What I like

- Significant experience on the news side of the business
- Law degree – provides a depth of organizational skills, discipline and critical thinking skills
- Very professional and would represent the City well

What concerns me

- Long career at [REDACTED] and spotty employment since leaving there

Executive search
provided by:



March 20, 2025

COMMUNICATIONS DIRECTOR
SEMI-FINALIST CANDIDATE REVIEW



What I like

- Enthusiastic about Fayetteville and has a long career [REDACTED]
[REDACTED]
[REDACTED]
- Strong writing skills and crisis communications experience
- Local government exposure through journalism background
- Very professional and personable – would fit in well with the City government staff

What concerns me

- Thin background in graphics, social media and other diverse areas of communications
- Overly focused on news media but understands new communications techniques

Executive search
provided by:



March 20, 2025

COMMUNICATIONS DIRECTOR
SEMI-FINALIST CANDIDATE REVIEW



[REDACTED]

[REDACTED]

[REDACTED]

What I like

- Extensive local government experience on [REDACTED]
[REDACTED]
- Diverse background in communications with all mediums
- Focus on community engagement side of communications

What concerns me

- 8 years since she worked with [REDACTED]

Executive search
provided by:



March 20, 2025

COMMUNICATIONS DIRECTOR
SEMI-FINALIST CANDIDATE REVIEW



What I like

- Significant economic development experience
- Good management experience with large and complex organizations
- Very professional and would represent the City well
- Experienced with all mediums of communications

What concerns me

- Low key personality
- Departure from [REDACTED] wasn't explained very well

Executive search
provided by:



March 20, 2025

COMMUNICATIONS DIRECTOR
SEMI-FINALIST CANDIDATE REVIEW



[REDACTED]

[REDACTED]

What I like

- Great experience in higher ed and local government [REDACTED]
- Refreshingly unique and sharp view of community engagement and storytelling
- Diverse set of skills and a solid background in crisis communications and writing
- Good storytelling skills
- Talked about a Communications Audit, a Supermarket Pitch, and other great ideas
- Experience in local journalism a plus

What concerns me

- Lives in [REDACTED] and hasn't been working in [REDACTED] for last four years

Executive search
provided by:



March 20, 2025

COMMUNICATIONS DIRECTOR
SEMI-FINALIST CANDIDATE REVIEW



What I like

- High energy level and enthusiasm for communications field
- Has local government experience and served as a Police Officer
- Good ideas, creativity and focus on emerging trends and modern communications

What concerns me

- Lack of polish
- Very little leadership experience and exposure to high level operations
- Short tenure as Interim Director and was in a production position prior to stepping into the Interim role in [REDACTED]

Executive search
provided by:



March 20, 2025

COMMUNICATIONS DIRECTOR
SEMI-FINALIST CANDIDATE REVIEW



**Recommended
Finalists**



Executive search
provided by:



March 20, 2025

COMMUNICATIONS DIRECTOR
SEMI-FINALIST CANDIDATE REVIEW



Semi-Finalists Interview
Recordings and Links

[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
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[REDACTED]

Executive search
provided by:



March 20, 2025

RESOLUTION 2026-04-09-06

Consideration of an ABC License Request for DEV GOAPL 1 INC Operating Under the Trade Name Liquor Spot

WHEREAS, the Pelham City Council has considered the ABC License Application(s) for 011 – Lounge Retail Liquor – Class II (Package) and 990 – Tobacco Only for applicant, DEV GOAPL 1 INC operating under the trade name Liquor Spot located at 2969 Pelham Parkway, Suite A, Pelham, Alabama 35124.

NOW, THEREFORE, BE IT RESOLVED by the Pelham City Council that the Council hereby **approves or denies** the Application(s) as submitted.

THEREUPON _____, a councilmember, moved and _____, a councilmember, seconded the motion that Resolution 2026-04-09-06 be given vote, and said resolution passed by a unanimous vote of those members of the Council present and the President of the Council declared the same passed.

ADOPTED this 9th day of April 2026.

Chad Leverett, President of the Council

[SEAL]

ATTEST

Jonathan Seale, CMC, City Clerk/Treasurer

I, the undersigned City Clerk/Treasurer of the City of Pelham, Alabama, do hereby certify that the above and foregoing is a true copy of a resolution lawfully passed and adopted by the City Council of the City named herein, at a regular meeting of such Council held on the 9th day of April 2026 and that such Resolution is on file in the office of the City Clerk/Treasurer and that no action has been taken to rescind or modify said Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City on this 9th day of April 2026.

Jonathan Seale, CMC, City Clerk/Treasurer

[SEAL]



Pelham

A path apart.

MEMORANDUM

TO: City Manager DiFante
FROM: Chief Ed Delmore
CC: Jonathon Seale, City Clerk/Treasurer
DATE: March 09, 2026
SUBJECT: ABC License Application – Background Investigation

The police department has conducted an investigation of the applicant(s) application for a new ABC license with the following results and recommendation:

The applicant is DEV GOAPL 1 INC, operating under the trade name LIQUOR SPOT, located at 2969 Pelham Parkway Suite A, Pelham, AL 35124.

The applicant is requesting a 011 – LOUNGE RETAIL LIQUOR – CLASS II (PACKAGE)

A name only records check of the corporate member through ALEA disclosed no criminal record in the state of Alabama. The Pelham Police Department conducted an in-house name-based check which revealed no negative information on the applicants.

The ABC Alcohol License Application has been reviewed by all pertinent City departments. The recommendations of the individual departments are recorded below. Additional information is available on the attached Department Review Form.

Department	Recommendation	Notes
Police Department	Yes	
Fire Department	Yes	
Zoning	Yes	
Business License	Yes	
Building Department	Yes	
Water/Sewer	Yes	
Finance/Tax	Yes	

Based on our investigation of the applicants and the above information provided all pertinent departments, I recommend the Council's approval of the applicant's license applications.



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION



Confirmation Number: 20251209094515786

Type License: 011 - LOUNGE RETAIL LIQUOR - CLASS II (PACKAGE) State: \$300.00 County: \$600.00

Type License: 990 - TOBACCO ONLY

State: \$150.00 County: \$0.00

Trade Name: **LIQUOR SPOT**

Filing Fee: \$100.00

Applicant: **DEV GOAPL 1 INC**

Transfer Fee:

Location Address: 2969 PELHAM PKWY STE A PELHAM, AL 35124

Mailing Address: 2969 PELHAM PKWY STE A PELHAM, AL 35124

County: SHELBY Tobacco sales: YES

Tobacco Vending Machines:

Product Type: 03

Type Ownership: CORPORATION

Book, Page, or Document info: 001-209-099

Do you sell Draft Beer?:

Date Incorporated: 09/04/2025 State incorporated: AL

County Incorporated: JEFFERSON

Date of Authority: 09/04/2025

Federal Tax ID: 39-4155342

Alabama State Sales Tax ID: R012721456

Name:	Title:	Date and Place of Birth:	Residence Address:
DHAVAL DIVYANG PATEL 7230610 - AL	PRESIDENT	01/14/1983 GUJARAT INDIA	4326 SPRINGBROOK LN GARDENDALE, AL 35071

Has applicant complied with financial responsibility ABC RR 20-X-5-.14? YES

Does ABC have any actions pending against the current licensee? NO

Has anyone, including manager or applicant, had a Federal/State permit or license suspended or revoked? NO

Has a liquor, wine, malt or brewed license for these premises ever been denied, suspended, or revoked? NO

Are the applicant(s) named above, the only person(s), in any manner interested in the business sought to be licensed? YES

Are any of the applicants, whether individual, member of a partnership or association, or officers and directors of a corporation itself, in any manner monetarily interested, either directly or indirectly, in the profits of any other class of business regulated under authority of this act? NO

Does applicant own or control, directly or indirectly, hold lien against any real or personal property which is rented, leased or used in the conduct of business by the holder of any vinous, malt or brewed beverage, or distilled liquors permit or license issued under authority of this act? NO

Is applicant receiving, either directly or indirectly, any loan, credit, money, or the equivalent thereof from or through a subsidiary or affiliate or other licensee, or from any firm, association or corporation operating under or regulated by the authority of this act? NO

Contact Person: DHAVAL PATEL

Business Phone: 205-413-7548

Fax:

Home Phone: 205-413-7548

Cell Phone: 205-413-7548

E-mail: ADAMSVILLETEXACO@GMAIL.COM

PREVIOUS LICENSE INFORMATION:

Trade Name:

Applicant:

Previous License Number(s)

License 1:

License 2:



City of Pelham

ABC Liquor License Request

Department Review and Recommendation Form

This form will be submitted to the City Clerk for Council review by the Police Department once all Departments have reviewed and submitted recommendations. If any Department fails to recommend approval, a separate letter detailing the reason should be attached to that Department's signing.

Business Name: Liquor Spot Business Phone: 205-413-7548

Business Address: 2969 Pelham Pkwy, Ste A, Pelham, AL 35124

Business Email: adamsvilletexaco@gmail.com

Business Owner/Applicant: Dhaval Patel Phone: 205-413-7548

Owner/Applicant Email: adamsvilletexaco@gmail.com

Type of Business: Package Store

Description of Business: Package Store

Police Department Name Base Search Complete Yes ☐ No ☐

Remarks: Negative Results

Police Representative Signature:  Date: 12-11-2025

Fire Department Recommend Approval Yes ☒ No ☐

Date of Last Inspection: 02/05/2026

Remarks: _____

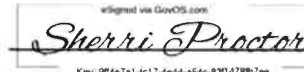
Fire Representative Signature:  Date: 02-05-2026

Zoning Department Recommend Approval Yes ☒ No ☐

Zoning Classification: M-1 Corridor Overlay District Yes ☒ No ☐

Additional Requirements for certain business types: Y ☐ N ☒

Remarks: No zoning concern.

Zoning Representative Signature:  Date: 03-09-2026

Business License Recommend Approval Yes ☒ No ☐

Type of Current of License: N/A (if applicable)

Remarks: Completed

License Representative Signature:  Date: 03-09-2026

Building Department

Recommend Approval

Yes ☒ No ☐

Permit Issues

Yes ☐ No ☒

Stop Work Order

Yes ☐ No ☒Remarks: Certificate of Occupancy issued 2/5/26

Building Representative Signature:

eSigned via GovOS.com
Kelsey Cunningham
Key: 5125074a-c2a9-4611-a5d0-bef71681b788Date: 03-09-2026**Water/Sewer Department**

Recommend Approval

Yes ☒ No ☐

Account Current

Yes ☒ No ☐

History of non-payment

Yes ☐ No ☒Remarks: Account is currently in the name of Leitman Perlman

Water Representative Signature:

eSigned via GovOS.com
Carol Bowen
Key: f58d9286-6796-441c-919d-28ed01ce7b5cDate: 03-09-2026**Finance/Tax**

Recommend Approval

Yes ☒ No ☐

Account Current

Yes ☐ No ☐ NA ☒

History of non-payment

Yes ☐ No ☒

Remarks: _____

Finance Representative Signature:

eSigned via GovOS.com
Phil Brashier
Key: 5a5d9e69-53d8-44b7-a6a0-234bba73abb0Date: 03-09-2026

RECEIVED

DEC 10 2025 HC



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION



Confirmation Number: 20251209094515786

Type License: 011 - LOUNGE RETAIL LIQUOR - CLASS II (PACKAGE) State: \$300.00 County: \$600.00

Type License: 990 - TOBACCO ONLY

State: \$150.00 County: \$0.00

Trade Name: **LIQUOR SPOT**

Filing Fee: \$100.00

Applicant: **DEV GOAPL 1 INC**

Transfer Fee:

Location Address: 2969 PELHAM PKWY STE A PELHAM, AL 35124

Mailing Address: 2969 PELHAM PKWY STE A PELHAM, AL 35124

County: SHELBY Tobacco sales: YES

Tobacco Vending Machines:

Product Type: 03

Type Ownership: CORPORATION

Book, Page, or Document info: 001-209-099

Do you sell Draft Beer?:

Date Incorporated: 09/04/2025 State incorporated: AL

County Incorporated: JEFFERSON

Date of Authority: 09/04/2025

Federal Tax ID: 39-4155342

Alabama State Sales Tax ID: R012721456

Name:

Title:

Date and Place of Birth:

Residence Address:

DHAVAL DIVYANG PATEL 7230610 - AL	PRESIDENT	01/14/1983 GUJARAT INDIA	4326 SPRINGBROOK LN GARDENDALE, AL 35071

Has applicant complied with financial responsibility ABC RR 20-X-5-.14? YES

Does ABC have any actions pending against the current licensee? NO

Has anyone, including manager or applicant, had a Federal/State permit or license suspended or revoked? NO

Has a liquor, wine, malt or brewed license for these premises ever been denied, suspended, or revoked? NO

Are the applicant(s) named above, the only person(s), in any manner interested in the business sought to be licensed? YES

Are any of the applicants, whether individual, member of a partnership or association, or officers and directors of a corporation itself, in any manner monetarily interested, either directly or indirectly, in the profits of any other class of business regulated under authority of this act? NO

Does applicant own or control, directly or indirectly, hold lien against any real or personal property which is rented, leased or used in the conduct of business by the holder of any vinous, malt or brewed beverage, or distilled liquors permit or license issued under authority of this act? NO

Is applicant receiving, either directly or indirectly, any loan, credit, money, or the equivalent thereof from or through a subsidiary or affiliate or other licensee, or from any firm, association or corporation operating under or regulated by the authority of this act? NO

Contact Person: DHAVAL PATEL

Business Phone: 205-413-7548

Fax:

Home Phone: 205-413-7548

Cell Phone: 205-413-7548

E-mail: ADAMSVILLETEXACO@GMAIL.COM

PREVIOUS LICENSE INFORMATION:

Trade Name:

Applicant:

Previous License Number(s)

License 1:

License 2:



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION



Confirmation Number: 20251209094515786

If applicant is leasing the property, is a copy of the lease agreement attached? **YES**
Name of Property owner/lessor and phone number: **ALPINE SQUARE LLC 205-567-8589**
What is lessors primary business? **REAL ESTATE**
Is lessor involved in any way with the alcoholic beverage business? **NO**
Is there any further interest, or connection with, the licensee's business by the lessor? **NO**

Will the business require an age restriction for all patrons/customers to be 21 years of age or older? **YES**
Does the premise have a fully equipped kitchen? **NO**
Is the business used to habitually and principally provide food to the public? **NO**
Does the establishment have restroom facilities? **YES**
Is the premise equipped with services and facilities for on premises consumption of alcoholic beverages? **NO**

Will the business be operated primarily as a package store? **YES**
Building Dimensions Square Footage: **1400** Display Square Footage: **150**
Building seating capacity: **0** Does Licensed premises include a patio area? **NO**
License Structure: **SHOPPING CENTER** License covers: **OTHER**
Number of licenses in the vicinity: **0** Nearest: **0**
Nearest school: Nearest church: Nearest residence: **0 miles**
Location is within: **CITY LIMITS** Police protection: **CITY**

Has any person(s) with any interest, including manager, whether as sole applicant, officer, member, or partner been charged (whether convicted or not) of any law violation(s)? **NO**

Name:	Violation & Date:	Arresting Agency:	Disposition:



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD

ALCOHOL LICENSE APPLICATION

Confirmation Number: 20251209094515786



Private Clubs / Special Retail / Special Events / Wine Festival or Wine Festival
Participants licenses ONLY

Private Club

Does the club charge and collect dues from elected members?

Number of paid up members:

Are meetings regularly held?

How often?

Is business conducted through officers regularly elected?

Are members admitted by written application, investigation, and ballot?

Has Agent verified membership applications for each member listed?

Has at least 10% of members listed been confirmed and highlighted?

Agent's Initials:

For what purpose is the club organized?

Does the property used, as well as the advantages, belong to all the members?

Do the operations of the club benefit any individual member(s), officer(s), director(s), agent(s), or employee(s) of the club rather than to benefit of the entire membership?

Special Retail

Is it for 30 days or less?

More than 30 days?

Franchisee or Concessionaire of above?

Other valid responsible organization:

Explanation:

Special Events / Special Retail (7 days or less)

Starting Date: Ending Date:

Special terms and conditions for special event/special retail:

Wine Festival / Wine Festival Participant licenses (5 Days or Less)

Starting Date: Ending Date:

Special terms and conditions for special event/special retail:

Other Explanations

License Covers: STE A



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION



Confirmation Number: 20251209094515786

Initial each

☐ *SP*

In reference to law violations, I attest to the truthfulness of the responses given within the application.

☐ *SP*

In reference to the Lease/property ownership, I attest to the truthfulness of the responses given within the application.

☐ *X*

In reference to ACT No. 80-529, I understand that if my application is denied or discontinued, I will not be refunded the filing fee required by this application.

☐ *X*

In reference to Special Retail or Special Events retail license, Wine Festival and Wine Festival Participant Licenses, and Food or Beverage Truck Licenses, I agree to comply with all applicable laws and regulations concerning this class of license, and to observe the special terms and conditions as indicated within the application.

☐ *X*

In reference to the Club Application information, I attest to the truthfulness of the responses given within the application.

☐ *X*

In reference to the transfer of license/location, I attest to the truthfulness of the information listed on the attached transfer agreement.

☐ *SP*

In accordance with Alabama Rules & Regulations 20-X-5-.01(4), any social security number disclosed under this regulation shall be used for the purpose of investigation or verification by the ABC Board and shall not be a matter of public record.

☐ *SP*

The undersigned agree, if a license is issued as herein applied for, to comply at all times with and to fully observe all the provisions of the Alabama Alcoholic Beverage Control Act, as appears in Code of Alabama, Title 28, and all laws of the State of Alabama relative to the handling of alcoholic beverages.

The undersigned, if issued a license as herein requested, further agrees to obey all rules and regulations promulgated by the board relative to all alcoholic beverages received in this State. The undersigned, if issued a license as herein requested, also agrees to allow and hereby invites duly authorized agents of the Alabama Alcoholic Beverage Control Board and any duly commissioned law enforcement officer of the State, County or Municipality in which the license premises are located to enter and search without a warrant the licensed premises or any building owned or occupied by him or her in connection with said licensed premises. The undersigned hereby understands that he or she violate any provisions of the aforementioned laws his or her license shall be subject to revocation and no license can be again issued to said licensee for a period of one year. The undersigned further understands and agrees that no changes in the manner of operation and no deletion or discontinuance of any services or facilities as described in this application will be allowed without written approval of the proper governing body and the Alabama Alcoholic Beverage Control Board.

☐ *SP*

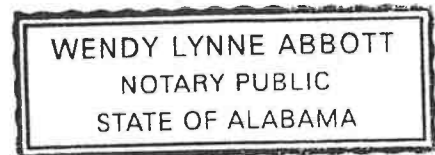
I hereby swear and affirm that I have read the application and all statements therein and facts set forth are true and correct, and that the applicant is the only person interested in the business for which the license is required.

Applicant Name (print): *Dhaval Patel*

Signature of Applicant: *Dhaval Patel*

Notary Name (print): *Wendy Abbott*

Notary Signature: *Wendy Abbott* Commission expires: *7/29/26*



Application Taken: *12/9/25* App. Inv. Completed:

Submitted to Local Government:

Received in District Office:

Reviewed by Supervisor:

Forwarded to District Office:

Received from Local Government:

Forwarded to Central Office:

Receipt Confirmation Page

Receipt Confirmation Number: **20251209094515786**
Application Payment Confirmation Number: 114659802

Payment Summary	
Payment Item	Fee
Application Fee for License 011 and License 990	\$100.00
Total Amount to be Charged	\$100.00

License Payment Confirmation Number:

Payment Summary			
Payment Item	County Fee	State Fee	Total Fee
011 - LOUNGE RETAIL LIQUOR - CLASS II (PACKAGE)	\$600.00	\$300.00	\$900.00
990 - TOBACCO ONLY	\$0.00	\$150.00	\$150.00
Total Amount to be Charged	\$600.00	\$450.00	\$1,050.00

Application Type

Application Type: APPLICATION

Applicant Information

License Type 1: 011 - LOUNGE RETAIL LIQUOR - CLASS II (PACKAGE)

License Type 2: 990 - TOBACCO ONLY

License County: SHELBY

Business Type: CORPORATION

Trade Name: **LIQUOR SPOT**

Applicant Name: **DEV GOAPL 1 INC**

Location Address: 2969 PELHAM PKWY STE A
PELHAM, AL 35124

Mailing Address: 2969 PELHAM PKWY STE A
PELHAM, AL 35124

Contact Person: DHAVAL PATEL

Contact Home Phone: 205-413-7548

Contact Business Phone: 205-413-7548

Contact Fax:

Contact Cell Phone: 205-413-7548

Contact Email Address:

Contact Web Address:

Contact Relationship to Applicant: OWNER

RESOLUTION 2026-04-09-07

Consideration of an ABC License Request for PWW Pelham LLC Operating Under the Trade Name Hooters of Pelham

WHEREAS, the Pelham City Council has considered the ABC License Application(s) for 020 – Restaurant Retail Liquor for applicant, PWW Pelham LLC operating under the trade name Hooters of Pelham located at 400 Cahaba Valley Road, Pelham, Alabama 35124.

NOW, THEREFORE, BE IT RESOLVED by the Pelham City Council that the Council hereby **approves or denies** the Application(s) as submitted.

THEREUPON _____, a councilmember, moved and _____, a councilmember, seconded the motion that Resolution 2026-04-09-07 be given vote, and said resolution passed by a unanimous vote of those members of the Council present and the President of the Council declared the same passed.

ADOPTED this 9th day of April 2026.

Chad Leverett, President of the Council

[SEAL]

ATTEST

Jonathan Seale, CMC, City Clerk/Treasurer

I, the undersigned City Clerk/Treasurer of the City of Pelham, Alabama, do hereby certify that the above and foregoing is a true copy of a resolution lawfully passed and adopted by the City Council of the City named herein, at a regular meeting of such Council held on the 9th day of April 2026 and that such Resolution is on file in the office of the City Clerk/Treasurer and that no action has been taken to rescind or modify said Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City on this 9th day of April 2026.

Jonathan Seale, CMC, City Clerk/Treasurer

[SEAL]



Pelham

A path apart.

MEMORANDUM

TO: City Manager DiFante
FROM: Chief Ed Delmore
CC: Jonathon Seale, City Clerk/Treasurer
DATE: March 23, 2026
SUBJECT: ABC License Application – Background Investigation

The police department has conducted an investigation of the applicant(s) application for a new ABC license with the following results and recommendation:

The applicant is PWW Pelham LLC., operating under the trade name HOOTERS OF PELHAM, located at 400 Cahaba Valley Road, Pelham, AL 35124.

The applicant is requesting a 020 – RESTAURANT RETAIL LIQUOR

A name only records check of the corporate member through ALEA disclosed no criminal record in the state of Alabama. The Pelham Police Department conducted an in-house name-based check which revealed no negative information on the applicants.

The ABC Alcohol License Application has been reviewed by all pertinent City departments. The recommendations of the individual departments is recorded below. Additional information is available on the attached Department Review Form.

Department	Recommendation	Notes
Police Department	Yes	
Fire Department	Yes	
Zoning	Yes	
Business License	Yes	
Building Department	Yes	
Water/Sewer	Yes	
Finance/Tax	Yes	

Based on our investigation of the applicants and the above information provided all pertinent departments, I recommend the Council's approval of the applicant's license applications.



City of Pelham

ABC Liquor License Request

Department Review and Recommendation Form

This form will be submitted to the City Clerk for Council review by the Police Department once all Departments have reviewed and submitted recommendations. If any Department fails to recommend approval, a separate letter detailing the reason should be attached to that Department's signing.

Business Name: Hooters of Pelham Business Phone: 205-682-9464

Business Address: 400 Cahaba Valley Road, Pelham AL 35124

Business Email: JCARROLL@HOOTERS.COM

Business Owner/Applicant: Gary S. McCully & Phillip A. Moran Phone: 678-276-8655

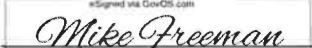
Owner/Applicant Email: JCARROLL@HOOTERS.COM

Type of Business: Restaurant

Description of Business: Restaurant

Police Department Name Base Search Complete Yes ☒ No ☐

Remarks: Negative Results

Police Representative Signature:  Date: 03-18-2026

Fire Department Recommend Approval Yes ☐ No ☐

Date of Last Inspection: 3/-10/2026

Remarks: _____

Fire Representative Signature:  Date: 03-20-2026

Zoning Department Recommend Approval Yes ☒ No ☐

Zoning Classification: B-2 Corridor Overlay District Yes ☒ No ☐

Additional Requirements for certain business types: Y ☐ N ☒

Remarks: No zoning concern.

Zoning Representative Signature:  Date: 03-20-2026

Business License Recommend Approval Yes ☒ No ☐

Type of Current of License: Restaurant (if applicable)

Remarks: _____

License Representative Signature:  Date: 03-20-2026

Building Department

Recommend Approval

Yes ☒ No ☐Permit Issues Yes ☐ No ☒

Stop Work Order

Yes ☐ No ☒Remarks: Certificate of Occupancy issued 3/2/26

Building Representative Signature:

eSigned via GovOS.com
Kelsey Cunningham
Key: 5125074a-c2a9-4611-ab09-b6f71682b788

Date:

03-20-2026**Water/Sewer Department**

Recommend Approval

Yes ☒ No ☒Account Current Yes ☐ No ☒

History of non-payment

Yes ☒ No ☐Remarks: Currently owes \$2,518.41 and last payment was 12/12/25. They were not shutoff because they

Water Representative Signature:

eSigned via GovOS.com
Carol Bowen
Key: f58d9286-6796-4a8c-919d-28ea01ce7d5c

Date:

03-20-2026**Finance/Tax**

Recommend Approval

Yes ☒ No ☐Account Current Yes ☒ No ☐ NA ☐

History of non-payment

Yes ☐ No ☒

Remarks: _____

Finance Representative Signature:

eSigned via GovOS.com
Phil Brashier
Key: 5d6d9e69-53d8-44b7-a6ad-234bba73ebbd

Date:

03-20-2026

*HC
Approved
by C. Bowen*



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION
Confirmation Number: 20260210133743498



Type License: 020 - RESTAURANT RETAIL LIQUOR

State:

County:

Trade Name: HOOTERS OF PELHAM

Filing Fee:

Applicant: PWW PELHAM LLC

Transfer Fee: \$50.00

Location Address: 400 CAHABA VALLEY RD PELHAM, AL 35124

Mailing Address: 337 E MAIN STREET NEWARK, DE 19711

County: SHELBY

Tobacco sales: NO

Tobacco Vending Machines:

Product Type:

Type Ownership: LLC

Book, Page, or Document info: 001-200-596

Do you sell Draft Beer?: N/A

Date Incorporated: 07/16/2025

State incorporated: AL

County Incorporated: MONTGOMERY

Date of Authority:

Federal Tax ID: 39-3402623

Alabama State Sales Tax ID: R012712160

Name:	Title:	Date and Place of Birth:	Residence Address:
GARY STODDARD MCCULLY 1379659 - DE	MANAGER	11/25/1955 MINNESOTA, USA	1237 COMPASS WAY NEWARK, DE 19711
PHILLIP ALEXANDER MORAN M650-661-60-378-0 - FL	CEO	10/18/1960 TEXAS, USA	11113 BISCAYNE BLVD MIAMI, FL 33181

Has applicant complied with financial responsibility ABC RR 20-X-5-.14? YES

Does ABC have any actions pending against the current licensee? NO

Has anyone, including manager or applicant, had a Federal/State permit or license suspended or revoked? NO

Has a liquor, wine, malt or brewed license for these premises ever been denied, suspended, or revoked? NO

Are the applicant(s) named above, the only person(s), in any manner interested in the business sought to be licensed? YES



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION
Confirmation Number: 20260210133743498



Are any of the applicants, whether individual, member of a partnership or association, or officers and directors of a corporation itself, in any manner monetarily interested, either directly or indirectly, in the profits of any other class of business regulated under authority of this act? NO

Does applicant own or control, directly or indirectly, hold lien against any real or personal property which is rented, leased or used in the conduct of business by the holder of any vinous, malt or brewed beverage, or distilled liquors permit or license issued under authority of this act? NO

Is applicant receiving, either directly or indirectly, any loan, credit, money, or the equivalent thereof from or through a subsidiary or affiliate or other licensee, or from any firm, association or corporation operating under or regulated by the authority of this act? NO

Contact Person: JESSICA CARROLL
Business Phone: 205-682-9464
Fax:

Home Phone: 678-276-8655
Cell Phone: 678-276-8655
E-mail: JCARROLL@HOOTERS.COM

PREVIOUS LICENSE INFORMATION:
Trade Name: HOOTERS OF PELHAM
Applicant: HOA RESTAURANT HOLDER LLC

Previous Vendor Number: 107912



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION
Confirmation Number: 20260210133743498



If applicant is leasing the property, is a copy of the lease agreement attached? YES

Name of Property owner/lessor and phone number: STANLEY SCHWARTZ ALABAMA LLC 631-777-2401

What is lessors primary business? REAL ESTATE

Is lessor involved in any way with the alcoholic beverage business? NO

Is there any further interest, or connection with, the licensee's business by the lessor? NO

Does the premise have a fully equipped kitchen? YES

Is the business used to habitually and principally provide food to the public? YES

Does the establishment have restroom facilities? YES

Is the premise equipped with services and facilities for on premises consumption of alcoholic beverages? YES

Will the business be operated primarily as a package store? NO

Building Dimensions Square Footage: 4912

Display Square Footage:

Building seating capacity: 178

Does Licensed premises include a patio area? YES

License Structure: SINGLE STRUCTURE

License covers: ENTIRE STRUCTURE

Number of licenses in the vicinity:

Nearest:

Nearest school:

Nearest church:

Nearest residence:

Location is within: CITY/TOWN LIMITS

Police protection: CITY



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION
Confirmation Number: 20260210133743498



Has any person(s) with any interest, including manager, whether as sole applicant, officer, member, or partner been charged (whether convicted or not) of any law violation(s)?

Name:	Violation & Date:	Arresting Agency:	Disposition:
GARY STODDARD MCCULLY	ARREST IS OVER 10 YRS OLD	ARREST IS OVER 10 YRS OLD	ARREST IS OVER 10 YRS OLD
PHILLIP ALEXANDER MORAN	ARREST IS OVER 10 YRS OLD	ARREST IS OVER 10 YRS OLD	ARREST IS OVER 10 YRS OLD



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION
Confirmation Number: 20260210133743498



Initial each

☒ *CR*
☒ *CR*

In reference to law violations, I attest to the truthfulness of the responses given within the application.

☒ *CR*

In reference to the Lease/property ownership, I attest to the truthfulness of the responses given within the application.

☒ *CR*

In reference to ACT No. 80-529, I understand that if my application is denied or discontinued, I will not be refunded the filing fee required by this application.

☐ N/A

In reference to Special Retail or Special Events retail license, Wine Festival and Wine Festival Participant Licenses, and Food or Beverage Truck Licenses, I agree to comply with all applicable laws and regulations concerning this class of license, and to observe the special terms and conditions as indicated within the application.

☐ N/A

In reference to the Club Application information, I attest to the truthfulness of the responses given within the application.

☒ *CR*

In reference to the transfer of license/location, I attest to the truthfulness of the information listed on the attached transfer agreement.

☒ *CR*

In accordance with Alabama Rules & Regulations 20-X-5-.01(4), any social security number disclosed under this regulation shall be used for the purpose of investigation or verification by the ABC Board and shall not be a matter of public record.

☒ *CR*

The undersigned agree, if a license is issued as herein applied for, to comply at all times with and to fully observe all the provisions of the Alabama Alcoholic Beverage Control Act, as appears in Code of Alabama, Title 28, and all laws of the State of Alabama relative to the handling of alcoholic beverages.

The undersigned, if issued a license as herein requested, further agrees to obey all rules and regulations promulgated by the board relative to all alcoholic beverages received in this State. The undersigned, if issued a license as herein requested, also agrees to allow and hereby invites duly authorized agents of the Alabama Alcoholic Beverage Control Board and any duly commissioned law enforcement officer of the State, County or Municipality in which the license premises are located to enter and search without a warrant the licensed premises or any building owned or occupied by him or her in connection with said licensed premises. The undersigned hereby understands that he or she violate any provisions of the aforementioned laws his or her license shall be subject to revocation and no license can be again issued to said licensee for a period of one year. The undersigned further understands and agrees that no changes in the manner of operation and no deletion or discontinuance of any services or facilities as described in this application will be allowed without written approval of the proper governing body and the Alabama Alcoholic Beverage Control Board.

☒ *CR*

I hereby swear and affirm that I have read the application and all statements therein and facts set forth are true and correct, and that the applicant is the only person interested in the business for which the license is required.

Applicant Name (print): *Christina Ramsay* Notary Name (print): *Rebecca F. Southern*
Signature of Applicant: *Christina Ramsay* Notary Signature: *Rebecca F. Southern*

Commission expires: *9/16/2029*

Application Taken:

App. Inv. Completed:

Forwarded to District Office:

Submitted to Local Government:

Received from Local Government:

Received in District Office:

Reviewed by Supervisor:

Forwarded to Central Office:



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD

ALCOHOL LICENSE APPLICATION

Confirmation Number: 20260210133743498



Private Clubs / Special Retail / or Special Events licenses ONLY

Private Club

Does the club charge and collect dues from elected members? N/A

Number of paid up members:

Are meetings regularly held? N/A

How often?

Is business conducted through officers regularly elected? N/A

Are members admitted by written application, investigation, and ballot? N/A

Has Agent verified membership applications for each member listed? N/A

Has at least 10% of members listed been confirmed and highlighted? N/A

Agent's Initials:

For what purpose is the club organized?

Does the property used, as well as the advantages, belong to all the members? N/A

Do the operations of the club benefit any individual member(s), officer(s), director(s), agent(s), or employee(s) of the club rather than to benefit of the entire membership? N/A

Special Retail

Is it for 30 days or less? N/A

More than 30 days? N/A

Franchisee or Concessionaire of above? N/A

Other valid responsible organization: N/A

Explanation:

Special Events / Special Retail (7 days or less)

Starting Date:

Ending Date:

Special terms and conditions for special event/special retail:

Other Explanations

Does anyone involved with this license application have any monetary interest in any other ABC licensed/permitted establishment?: OTHER HOOTER'S LOCATIONS



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
 Confirmation Number: 20260210133743498



NOTICE OF TRANSFER OF ABC LICENSED BUSINESS

NOTE: A Copy of Operating Agreement Must be Attached To Application

CURRENT LICENSEE:
 HOA RESTAURANT HOLDER LLC
 Address: 400 CAHABA VALLEY RD
 PELHAM, AL 35124
 Telephone: 678-276-8655

NEW APPLICANT:
 PWW PELHAM LLC
 Address: 337 E MAIN STREET
 NEWARK, DE 19711
 Telephone: 205-682-9464

Current License No: 107912

LICENSED PREMISES ADDRESS: 400 CAHABA VALLEY RD PELHAM, AL 35124

THE AFORENAMED HEREBY SERVE NOTICE TO THE ABC BOARD OF THE ATTACHED CONTRACTUAL AGREEMENT GOVERNING THE CONTINUATION OF SALES OF ALCOHOLIC BEVERAGES ON THE LICENSED PREMISES.

The Parties to this agreement hereby acknowledge and affirm that the New (Applicant) Licensee will, at all times, act as the AGENT for the Current (Named) Licensee, and the Current Licensee shall act as PRINCIPAL for the purposes of the attached Agreement. The Principal shall be bound by all acts and/or omissions of the Agent in the operation of the licensed premises.

The Current Licensee is now and shall remain liable for any violations of ABC Rules and Regulations or other Alabama Law for the duration of the attached Agreement; and, further, that the Current Licensee has the right and authority, under Alabama Law, to surrender the ABC License to the ABC Board at any time.

The parties acknowledge that the operation of the licensed premises shall remain subject to inspection by ABC Enforcement, and must comply with all State and Local regulations and Laws, and that the local ABC Enforcement District Office must be immediately notified of any change in the attached Agreement.

THE CURRENT LICENSE WILL NOT BE RENEWED.

WITNESS our hands and seals on this the 20th day of February, 2020

CURRENT LICENSEE (NAMED ON LICENSE)

NEW LICENSEE (APPLICANT)

STEPHAN CORD

Print Name:

Title: REGIONAL MANAGER

CHRISTINA RAMSAY

Print Name: CHRISTINA RAMSAY

Title: Attorney-in-Fact for PWW Pelham, LLC

WITNESS: (By ABC Enforcement)

Revised 6/08

Sworn to and subscribed before me this 20th day of February, 2020

Sworn to and subscribed before me this 20th day of February, 2020

Notary Public



CARLA BATCHELOR
 My Commission Expires
 June 19, 2026

Receipt Confirmation Page

Receipt Confirmation Number: 20260210133743498

Application Payment Confirmation Number: 116059102

Payment Summary	
Payment Item	Fee
Transfer Fee for License License 020	\$50.00
Total Amount to be Charged	\$50.00

Application Type

Application Type: TRANSFER

Applicant Information

License Type 1: 020 - RESTAURANT RETAIL LIQUOR

License Type 2:

License Type 3:

License Type 4:

License Type 5:

License Type 6:

License Type 7:

License Type 8:

License Type 9:

License Type 10:

License County: SHELBY

Business Type: LLC

Trade Name: HOOTERS OF PELHAM

Applicant Name: PWW PELHAM LLC

Location Address: 400 CAHABA VALLEY RD
PELHAM, AL 35124

Mailing Address: 337 E MAIN STREET
NEWARK, DE 19711

Contact Person: Contact JESSICA CARROLL

Home Phone: Contact 678-276-8655

Business Phone: Contact 205-682-9464

Fax:

Contact Cell Phone: 678-276-8655

Contact Email Address:

Contact Web Address:



**Alabama Alcoholic Beverage Control Board
Licensing Division**

Memorandum of Understanding for Restaurant Retail Liquor License

Restaurant Retail Liquor Licenses shall be issued only to reputable persons for locations which are **“habitually and principally”** used for the purpose of preparing and serving meals for the public to consume on the licensed premises during normal and reasonable dining hours. Only those locations whose customary and primary business is preparing and serving meals to the public will be issued a Restaurant Retail Liquor License.

Restaurant Retail Liquor Licenses applicants shall comply with all pertinent and related requirements of State, County, and where applicable, Municipal health departments prior to licensing and shall remain in compliance thereafter for as long as said license shall remain valid.

All Restaurant Retail Liquor Licensees shall have a fully equipped and operational kitchen on the licensed premises. The Licensee shall maintain and operate said kitchen and shall, upon order of a customer, prepare and serve all food items shown on its menu during normal and reasonable dining hours. Exceptions shall be made where there is a known and provable shortage or temporary unavailable supply of a food item.

Any applicant or Licensee shall, upon request, provide to the ABC Board, any records, books, ledgers, menus, receipts, or other documentation necessary to demonstrate compliance with this regulation.

In addition to the above Rule and Regulation, Title 28-3-1(23) defines a meal as a “diversified selection of food some of which is not susceptible of being consumed in the absence of at least some articles of tableware and which cannot be conveniently consumed while one is standing or walking about”.

Additionally, Title 28-3A-13 states that a Restaurant Retail License is “for on premise consumption” and does not allow sales for off-premises consumption with the exception of re-corked wine conforming to 28-3A-20.1.

By signing this memorandum of understanding, the Licensee agrees and understands the requirements of obtaining and maintaining a Restaurant Retail Liquor License. Any deviation from these requirements will prohibit the ABC Board from issuing this type of License. Furthermore, failing to follow these requirements after obtaining a Restaurant Retail Liquor License could result in the protest of the renewal of this type license.

Signature

Christina Ramsey

Date

3/10/2024

Print Name

Christina Ramsey

Position Held

Power of Attorney

RESOLUTION 2026-04-09-08

Consideration of an ABC License Request for The Old Hog LLC Operating Under the Trade Name The Old Place

WHEREAS, the Pelham City Council has considered the ABC License Application(s) for 010 – Lounge Retail Liquor – Class I – for applicant, The Old Hog LLC operating under the trade name The Old Place located at 112 Bowling Lane, Pelham, Alabama 35124.

NOW, THEREFORE, BE IT RESOLVED by the Pelham City Council that the Council hereby **approves or denies** the Application(s) as submitted.

THEREUPON _____, a councilmember, moved and _____, a councilmember, seconded the motion that Resolution 2026-04-09-08 be given vote, and said resolution passed by a unanimous vote of those members of the Council present and the President of the Council declared the same passed.

ADOPTED this 9th day of April 2026.

Chad Leverett, President of the Council

[SEAL]

ATTEST

Jonathan Seale, CMC, City Clerk/Treasurer

I, the undersigned City Clerk/Treasurer of the City of Pelham, Alabama, do hereby certify that the above and foregoing is a true copy of a resolution lawfully passed and adopted by the City Council of the City named herein, at a regular meeting of such Council held on the 9th day of April 2026 and that such Resolution is on file in the office of the City Clerk/Treasurer and that no action has been taken to rescind or modify said Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City on this 9th day of April 2026.

Jonathan Seale, CMC, City Clerk/Treasurer

[SEAL]



Pelham

A path apart.

MEMORANDUM

TO: Gretchen DiFante, City Manager
FROM: Chief Edward Delmore
DATE: March 26, 2026
SUBJECT: ABC License Application – Background Investigation

The police department has conducted an investigation of the applicant(s) application for an ABC license with the following results and recommendation.

The applicant is THE OLD HOG LLC, operating under the trade name THE OLD PLACE, located at 112 Bowling Lane, Pelham, AL 35124.

The applicant is requesting the following license: 010- Lounge Retail Liquor – Class I.

A name only records check of the corporate member through ALEA disclosed no criminal record in the state of Alabama. The Pelham Police Department conducted an in-house name-based check which revealed no negative information on the applicants.

The ABC Alcohol License Application has been reviewed by all pertinent City departments. The recommendations of the individual departments are recorded below. Additional information is available on the attached Department Review Form.

Department	Recommend	Notes
Police Department	Yes	
Fire Department	Yes	
Zoning	Yes	
Business License	Yes	
Building Department	Yes	
Water/Sewer	Yes	
Finance/Tax	Yes	

Based on our investigation of the applicants and the above information provided all pertinent departments, we recommend the Council's approval of the applicant's ABC license application.



City of Pelham

ABC Liquor License Request

Department Review and Recommendation Form

This form will be submitted to the City Clerk for Council review by the Police Department once all Departments have reviewed and submitted recommendations. If any Department fails to recommend approval, a separate letter detailing the reason should be attached to that Department's signing.

Business Name: The Old Place Business Phone: 205-326-7865

Business Address: 112 Bowling Lane, Pelham, AL 35124

Business Email: theoldplacemail@gmail.com

Business Owner/Applicant: Ian N Johnson Phone: 205-499-2345

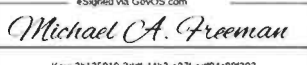
Owner/Applicant Email: theoldplacemail@gmail.com

Type of Business: Restaurant

Description of Business: Restaurant

Police Department Name Base Search Complete Yes ☒ No ☐

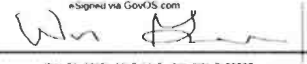
Remarks: Negative Results

Police Representative Signature:  Date: 03-20-2026
eSigned via GovOS.com
Key: 3b135019-2d8f-44b3-a871-a0f84e88303

Fire Department Recommend Approval Yes ☐ No ☐

Date of Last Inspection: 3/12/2026

Remarks: _____

Fire Representative Signature:  Date: 03-23-2026
eSigned via GovOS.com
Key: 50e0615b-0bc7-44c7-a20e-8f9fe7a39595

Zoning Department Recommend Approval Yes ☒ No ☐

Zoning Classification: B-2 Corridor Overlay District Yes ☒ No ☐

Additional Requirements for certain business types: Y ☐ N ☐

Remarks: No zoning concern.

Zoning Representative Signature:  Date: 03-23-2026
eSigned via GovOS.com
Key: 9f84a7a1-617-4e44-a54c-831478b7ee

Business License Recommend Approval Yes ☒ No ☐

Type of Current of License: N/A (if applicable)

Remarks: _____

License Representative Signature:  Date: 03-23-2026
eSigned via GovOS.com
Key: b45528c0-3d04-4c03-91aa-c74aeb381c07

Building Department

Recommend Approval

Yes ☒ No ☐Permit Issues Yes ☐ No ☒

Stop Work Order

Yes ☐ No ☒Remarks: Certificate of Occupancy issued 3/4/26

Building Representative Signature:

eSigned via GovOS.com
Kelsey Cunningham
Key: 5125074a-c2a9-4611-a5d0-bef71681b788Date: 03-24-2026**Water/Sewer Department**

Recommend Approval

Yes ☒ No ☐Account Current Yes ☒ No ☐

History of non-payment

Yes ☒ No ☐Remarks: There is one meter for the whole building under the name Markfore Investments.

Water Representative Signature:

eSigned via GovOS.com
Carol Bowen
Key: 158d9286-679b-4a1c-919d-28ed01ce7b5cDate: 03-24-2026**Finance/Tax**

Recommend Approval

Yes ☒ No ☐Account Current Yes ☐ No ☐ NA ☒

History of non-payment

Yes ☐ No ☒

Remarks: _____

Finance Representative Signature:

eSigned via GovOS.com
Phil Brashier
Key: 5d6d9e69-5388-44b7-a6ad-234bba73abb0Date: 03-26-2026



RECEIVED

MAR 18 2026



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION
Confirmation Number: 20260318084021215

Type License: 010 - LOUNGE RETAIL LIQUOR - CLASS I**State:** \$300.00**County:** \$700.00**Trade Name:** THE OLD PLACE**Filing Fee:** \$50.00**Applicant:** THE OLD HOG LLC**Transfer Fee:****Location Address:** 112 BOWLING LANE PELHAM, AL 35124**Mailing Address:** 112 BOWLING LANE PELHAM, AL 35124**County:** SHELBY**Tobacco sales:** NO**Tobacco Vending Machines:****Product Type:****Type Ownership:** LLC**Book, Page, or Document info:** 001-215-301**Do you sell Draft Beer?:** N/A**Date Incorporated:** 10/14/2025**State incorporated:** AL**County Incorporated:** SHELBY**Date of Authority:** 10/14/2025**Federal Tax ID:** 39-4863699**Alabama State Sales Tax ID:** R012741817

Name:	Title:	Date and Place of Birth:	Residence Address:
IAN N JOHNSON 7344880 - AL	OWNER	07/20/1980 ATLANTA GA	910 10TH ST SW ALABASTER, AL 35007

Has applicant complied with financial responsibility ABC RR 20-X-5-.14? YES

Does ABC have any actions pending against the current licensee? NO

Has anyone, including manager or applicant, had a Federal/State permit or license suspended or revoked? NO

Has a liquor, wine, malt or brewed license for these premises ever been denied, suspended, or revoked? NO

Are the applicant(s) named above, the only person(s), in any manner interested in the business sought to be licensed? YES



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION
Confirmation Number: 20260318084021215



Are any of the applicants, whether individual, member of a partnership or association, or officers and directors of a corporation itself, in any manner monetarily interested, either directly or indirectly, in the profits of any other class of business regulated under authority of this act? NO

Does applicant own or control, directly or indirectly, hold lien against any real or personal property which is rented, leased or used in the conduct of business by the holder of any vinous, malt or brewed beverage, or distilled liquors permit or license issued under authority of this act? NO

Is applicant receiving, either directly or indirectly, any loan, credit, money, or the equivalent thereof from or through a subsidiary or affiliate or other licensee, or from any firm, association or corporation operating under or regulated by the authority of this act? NO

Contact Person: IAN JOHNSON
Business Phone: 205-326-7865
Fax:

Home Phone: 205-499-2345
Cell Phone: 205-499-2345
E-mail: THEOLDPLACEMAIL@GMAIL.COM

PREVIOUS LICENSE INFORMATION:

Trade Name: THE BEER HOG
Applicant: THE BEER HOG LLC

Previous Vendor Number: 107398



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION
Confirmation Number: 20260318084021215



If applicant is leasing the property, is a copy of the lease agreement attached? YES

Name of Property owner/lessor and phone number: MARKFORE INVESTMENTS LLC 205-886-3688

What is lessors primary business? REAL ESTATE

Is lessor involved in any way with the alcoholic beverage business? NO

Is there any further interest, or connection with, the licensee's business by the lessor? NO

Does the premise have a fully equipped kitchen? NO

Is the business used to habitually and principally provide food to the public? NO

Does the establishment have restroom facilities? YES

Is the premise equipped with services and facilities for on premises consumption of alcoholic beverages? YES

Will the business be operated primarily as a package store? NO

Building Dimensions Square Footage: 3500

Display Square Footage:

Building seating capacity: 165

Does Licensed premises include a patio area? YES

License Structure: SHOPPING CENTER

License covers: PORTION OF

Number of licenses in the vicinity:

Nearest:

Nearest school:

Nearest church:

Nearest residence:

Location is within: CITY/TOWN LIMITS

Police protection: CITY



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION
Confirmation Number: 20260318084021215



Has any person(s) with any interest, including manager, whether as sole applicant, officer, member, or partner been charged (whether convicted or not) of any law violation(s)?

Name:	Violation & Date:	Arresting Agency:	Disposition:
NO ARRESTS IN PAST 10 YEARS	NO ARRESTS IN PAST 10 YEARS	NO ARRESTS IN PAST 10 YEARS	NO ARRESTS IN PAST 10 YEARS



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION

Confirmation Number: 20260318084021215



Initial each

☐ JS

In reference to law violations, I attest to the truthfulness of the responses given within the application.

☐ JS

In reference to the Lease/property ownership, I attest to the truthfulness of the responses given within the application.

☐ JS

In reference to ACT No. 80-529, I understand that if my application is denied or discontinued, I will not be refunded the filing fee required by this application.

☐ X

In reference to Special Retail or Special Events retail license, Wine Festival and Wine Festival Participant Licenses, and Food or Beverage Truck Licenses, I agree to comply with all applicable laws and regulations concerning this class of license, and to observe the special terms and conditions as indicated within the application.

☐ X

In reference to the Club Application information, I attest to the truthfulness of the responses given within the application.

☐ X

In reference to the transfer of license/location, I attest to the truthfulness of the information listed on the attached transfer agreement.

☐ JS

In accordance with Alabama Rules & Regulations 20-X-5-.01(4), any social security number disclosed under this regulation shall be used for the purpose of investigation or verification by the ABC Board and shall not be a matter of public record.

☐ JS

The undersigned agree, if a license is issued as herein applied for, to comply at all times with and to fully observe all the provisions of the Alabama Alcoholic Beverage Control Act, as appears in Code of Alabama, Title 28, and all laws of the State of Alabama relative to the handling of alcoholic beverages.

The undersigned, if issued a license as herein requested, further agrees to obey all rules and regulations promulgated by the board relative to all alcoholic beverages received in this State. The undersigned, if issued a license as herein requested, also agrees to allow and hereby invites duly authorized agents of the Alabama Alcoholic Beverage Control Board and any duly commissioned law enforcement officer of the State, County or Municipality in which the license premises are located to enter and search without a warrant the licensed premises or any building owned or occupied by him or her in connection with said licensed premises. The undersigned hereby understands that he or she violate any provisions of the aforementioned laws his or her license shall be subject to revocation and no license can be again issued to said licensee for a period of one year. The undersigned further understands and agrees that no changes in the manner of operation and no deletion or discontinuance of any services or facilities as described in this application will be allowed without written approval of the proper governing body and the Alabama Alcoholic Beverage Control Board.

☐ JS

I hereby swear and affirm that I have read the application and all statements therein and facts set forth are true and correct, and that the applicant is the only person interested in the business for which the license is required.

Applicant Name (print): Ian Johnson

Signature of Applicant: Ian Johnson

Notary Name (print): Wendy Abbott

Notary Signature: Wendy Abbott

Commission expires: 7/29/26

Application Taken:

App. Inv. Completed:

Submitted to Local Government:

Forwarded to District Office:

Received in District Office:

Reviewed by Supervisor:

Received from Local Government:

Forwarded to Central Office:

WENDY LYNNE ABBOTT
NOTARY PUBLIC
STATE OF ALABAMA



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION
Confirmation Number: 20260318084021215



Private Clubs / Special Retail / or Special Events licenses ONLY

Private Club

Does the club charge and collect dues from elected members? N/A

Number of paid up members:

Are meetings regularly held? N/A

How often?

Is business conducted through officers regularly elected? N/A

Are members admitted by written application, investigation, and ballot? N/A

Has Agent verified membership applications for each member listed? N/A

Has at least 10% of members listed been confirmed and highlighted? N/A

Agent's Initials:

For what purpose is the club organized?

Does the property used, as well as the advantages, belong to all the members? N/A

Do the operations of the club benefit any individual member(s), officer(s), director(s), agent(s), or employee(s) of the club rather than to benefit of the entire membership? N/A

Special Retail

Is it for 30 days or less? N/A

More than 30 days? N/A

Franchisee or Concessionaire of above? N/A

Other valid responsible organization: N/A

Explanation:

Special Events / Special Retail (7 days or less)

Starting Date:

Ending Date:

Special terms and conditions for special event/special retail:

Other Explanations

Receipt Confirmation Page

Receipt Confirmation Number: 20260318084021215

Application Payment Confirmation Number: 116871070

Payment Summary	
Payment Item	Fee
Application Fee for License License 010	\$50.00
Total Amount to be Charged	
\$50.00	

License Payment Confirmation Number:

Payment Summary			
Payment Item	County Fee	State Fee	Total Fee
010 - LOUNGE RETAIL LIQUOR - CLASS I	\$700.00	\$300.00	\$1,000.00
Total Amount to be Charged			
\$700.00 \$300.00 \$1,000.00			

Application Type

Application Type: APPLICATION

Applicant Information

License Type 1: 010 - LOUNGE RETAIL LIQUOR - CLASS I

License Type 2:

License Type 3:

License Type 4:

License Type 5:

License Type 6:

License Type 7:

License Type 8:

License Type 9:

License Type 10:

License County: SHELBY

Business Type: LLC

Trade Name: THE OLD PLACE

Applicant Name: THE OLD HOG LLC

Location Address: 112 BOWLING LANE

PELHAM, AL 35124

Mailing Address: 112 BOWLING LANE

PELHAM, AL 35124

Contact Person: IAN JOHNSON

Contact Home Phone: 205-499-2345

Contact Business Phone: 205-326-7865

Contact Fax:

Contact Cell Phone: 205-499-2345

Contact Email Address:

Contact Web Address:

Contact Relationship to Applicant: OWNER

ORDINANCE NO. 529

AN ORDINANCE OF THE CITY OF PELHAM, ALABAMA TO DECLARE SURPLUS REAL PROPERTY

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PELHAM, ALABAMA, AS FOLLOWS:

Section 1. It is hereby established and declared that the following described real property of the City of Pelham, Alabama, is no longer needed for public or municipal purposes.

[See memorandum attached hereto]

Section 2. The City of Pelham, Alabama, having received an offer from HCI Oak Mountain, LLC, doing business as "The Canopy," to lease said real property described in Section 1, above, it is hereby declared to be in the best interest of the public and the City of Pelham, Alabama, to lease said real property to HCI Oak Mountain, LLC under the following terms and conditions, to-wit:

[See lease agreement attached hereto]

Section 3. Pursuant to the authority granted in Section 11-47-21 of the Code of Alabama of 1975, the Mayor of the City of Pelham, Alabama is hereby directed to execute said lease agreement in the name and on behalf of the City of Pelham, Alabama.

Section 4. This Ordinance shall become effective immediately upon its adoption and publication as required by law.

Section 5. The provisions of this Ordinance are severable. If any part of this Ordinance is declared invalid or unconstitutional, that declaration shall not affect the part which remains.

THEREUPON _____, a councilmember moved and _____, a councilmember seconded the motion that Ordinance No. 529 be given vote. The roll call vote on said motion was recorded as follows:

Chad Leverett, Council President _____

Michelle Power, Council Member _____

Christine Townes, Council Member _____

Markus Hal Snowden, Council Member _____

Michael Harris, Council Member _____

Ordinance No. 529 passed by a unanimous vote of those members of the Council present and the Council President declared the same passed.

REMAINDER OF PAGE LEFT INTENTIONALLY BLANK

ADOPTED this the 23rd day of April 2026.

Chad Leverett, Council President

Michelle Power, Council Member

Christine Townes, Council Member

Markus Hal Snowden, Council Member

Michael Harris, Council Member

[SEAL]

ATTEST

APPROVED

Jonathan Seale, CMC, City Clerk/Treasurer

Rick Wash, Mayor

Date

POSTING AFFIDAVIT

I, the undersigned qualified City Clerk/Treasurer of the City of Pelham, Alabama, do hereby certify that the above and foregoing **ORDINANCE NO. 529** was duly ordained, adopted, and passed by the City Council of the City of Pelham, Alabama at a regular meeting of such Council held on the 23rd day of April 2026 and duly published by posting an exact copy thereof on the 27th day of April 2026 at four public places within the City of Pelham, including the Mayor's Office at City Hall, Park & Recreation Center, Library, Pelham Water Works and www.pelhamalabama.gov. I further certify that said ordinance is on file in the office of the City Clerk/Treasurer and a copy of the full ordinance may be obtained from the office of the City Clerk/Treasurer during normal business hours.

Jonathan Seale, CMC, City Clerk/Treasurer

[SEAL]



Pelham

A path apart.

MEMORANDUM

TO: Gretchen DiFante, City Manager

FROM: Justin Smith, Assistant City Manager

DATE: April 1, 2026

SUBJECT: City of Pelham / Canopy Sign Agreement

Background

The City of Pelham owns a sign on the corner of Highway 31 and Amphitheater Road (Seen in Exhibit A) that contains an electronic panel as well as static panels. For a number of years, this sign promoted both the Pelham Civic Complex and Ice Arena, as well as the Oak Mountain Amphitheater. With the departure of Live Nation and the Amphitheater from Pelham, the sign has been in place with an empty panel, that is not only aesthetically undesirable, is a missed opportunity to use the sign to its greatest potential and create a source of revenue for the City of Pelham.

The City has received an inquiry about advertising in the empty spot by the operators of The Canopy, a relatively new development situated on Amphitheater Road across from the Pelham Civic Complex and former Amphitheater (now ReAmp) site. The development contains residential, retail and dining components that could benefit from signage along with Highway 31 corridor.

Legal Basis

Alabama law allows a municipality to lease unneeded real property for a commercial purpose pursuant to Section 11-47-21, Code of Alabama 1975. In order to do that, a sample ordinance has been provided by the Alabama League of Municipalities on page 3 of their Selected Reading "Sale or Lease of Unneeded Municipal Property" which appropriately declares the property surplus so that it may be leased.

There is no requirement that bid be taken before the municipality allows the surplus property to be leased, however, consideration for the lease must be adequate and not nominal.

A 2009 Attorney Generals Opinion (2009-028) took up a similar case, where a company wanted to lease space on top of a municipal water tower to place cell tower equipment. In this case, the water tower and the land it sat on was still in use by the City.

The opinion noted "The water tower may be deemed a fixture. A fixture is "an article which was once a chattel, but which by being physically annexed or affixed to the realty, has become accessory to it and parcel of it."...As such, the proposed cell phone tower would be affixed to the land. The area on top of the tower that has been requested for use is not needed by the municipality and may be considered surplus".

Applying the same to this case, the sign is affixed to the land and a portion of it is not needed by the city and may be declared surplus. However, the determination that it is real property and surplus is one that must be made by the governing body.

If the governing body determines that the space on top of the sign is not real property, it may still lease the use of personal property, but must do so by competitive bids, as it would be an exclusive franchise.

The Proposal

HCI Oak Mountain, LLC, doing business as "The Canopy" has requested to lease the two vacant, static, non-digital panels (one on each side of the sign) at a rate of \$7,200 per year. Due to the expense to manufacture and install the signage, they

have requested a guaranteed initial term of 3 years before a termination clause could be exercised.

Recommendation

Staff supports and recommends declaration of the property as surplus and execution of the lease agreement with The Canopy.

Exhibit A



STATE OF ALABAMA)

SHELBY COUNTY)

LEASE AGREEMENT

THIS LEASE AGREEMENT (this "Lease") is made and entered into as of the _____ day of April, 2026, by and between the CITY OF PELHAM, ALABAMA, an Alabama municipal corporation (hereinafter called "Lessor") and HCI OAK MOUNTAIN, LLC, and Alabama Limited Liability Company (hereinafter called "Lessee").

WITNESSETH:

Lessor does hereby demise, let and lease unto Lessee, and Lessee does hereby lease from Lessor, certain real property as may be necessary for the installation, repair and location of outdoor advertising panels (two static, non-digital advertising panel on a sign declared surplus by the Pelham City Council), with the right of access to and egress from the structure by Lessee's employees, contractors, agents, and vehicles, and the right to survey and maintain such advertisements, in the city of Pelham, Shelby County, Alabama located at the Northeast corner of Amphitheater Road and Pelham Parkway as further described in Exhibit A and as:

Two advertising panels, one on each face of the sign located at the Northeast corner of Amphitheater Road and Pelham Parkway. The surplus space to be leased consisting of two panels – one on each side, each approximately 12.5 feet wide, 67 inches tall and situated on Parcel Number 14 3 06 2 001 001.014 .

(the "Premises", for and during the Initial Term (as hereinafter defined) and may be extended as hereinafter provided. Lessor does hereby covenant to keep Lessee in quiet possession of the Premises during the Term, subject, nevertheless, to the terms of this Lease.

NOW THEREFORE, for and in consideration of the terms of this Lease, the mutual promises and covenants herein contained, and other good and valuable consideration, the receipt, adequacy and sufficiency of which are hereby acknowledged, Lessor and Lessee do hereby further agree as follows:

1. **Rent.** During the initial Term, Lessee shall pay as rent (the "Rent") for the Leased Premises the annual sum of Seven Thousand, Two-Hundred Dollars and 0/100 Cents (\$7,200) annually.

Rent shall be due within thirty (30) days of the start of the initial term, with each installment thereafter due no later than thirty (30) days of anniversary of the commencement date or extension of the lease as the case may be.

Rent shall be considered tendered when deposited as certified mail in the United States Postal service, or by the date received by the Lessor if mailed by other means, or by the date received via hand delivery.

- 2. Initial Term: Additional Terms: Surplus Real Property.** The initial term of this Lease shall be 36 months and commence on the 1st day of May , 2026 (“Commencement Date” and shall continue through the 30th Day of April , 2029 (the “Initial Term”). After the conclusion of the Initial Term, this Lease will renew for additional successive terms of one (1) year upon the same terms and conditions as the Initial Term unless terminated by the parties hereto according to Section 3 (the Initial term and any successive terms shall be collectively referred to herein as the “Term”).

The Pelham City Council has made a legislative determination that this parcel is surplus real property and accordingly may lease it to a commercial interest for fair market value in accordance with the powers vested in it pursuant to Ala. Code § 11-47-21 (1975), and that it is in the best interest of the City of Pelham, Alabama to provide the Premises to the Lessee for the Lease Term.

3. Termination by Lessor or Lessee.

During the initial term, Lessee may terminate this Lease at any time and for any reason by giving the other written notice at least thirty (30) days prior to the date upon which termination will occur. There will be no pro-rated refund in the event of an early termination.

Only after the initial term of thirty-six (36) months shall Lessor have the right to terminate this Lease by providing Lessee with thirty (30) days prior written notice.

After the initial term, either party may terminate this Lease at any time and for any reason by giving the other written notice at least thirty (30) days prior to the date upon which termination will occur. After such notice period, this Lease will be fully and finally terminated, and the parties shall have no further obligations to one another with respect thereto.

- 4. Use of Premises.** Lessor grants use of the Premises to Lessee for the sole purpose of advertising the mixed-use development known as the Canopy and any business interest located within, so long as those businesses advertised serve soft drinks consistent with any exclusive soft drink pouring rights agreement in place with the City of Pelham as the Premises was constructed pursuant to such an agreement. Currently, the City of Pelham has an exclusive pouring rights agreement with Coca Cola United through September 30, 2027.

Any use of the Premises must be compatible with the use of adjacent premises by Lessor for advertising City services and activities and no incompatible activity will be permitted.

Lessee will have the right of access to and egress from structure by Lessee's employees, contractors, agents, and vehicles, and the right to survey, maintain advertisement and other activities necessary and required in Lessee's use of the panels on the structure situated at the approximate location previously described.

Lessee is responsible for hiring a sign contractor to install the signs and obtaining all necessary permits from the City of Pelham to do so.

- 5. Condition of the Premises.** The Premises is leased to Lessee, subject to all laws, ordinances, orders and regulations of any lawful governmental authority having jurisdiction over the Premises. Nothing herein contained shall be construed as a warranty that said premises are in good condition or fit or suitable for the use or purpose for which they are let. Lessor has made no representation or promises with respect to the Premises except as expressly set forth herein. Lessee has examined the Premises and accepts the same in the physical condition the same now exists (except as otherwise expressly provided herein). The property is being leased "AS IS" and it is acknowledged that the Lessee may need to invest funds and make improvements to the Premises to make it suitable for Lessee's use.

Without limitation of the foregoing, Lessor specifically disclaims any express or implied covenants, warranties or representations as to the Premises.

Lessee shall save, defend, indemnify, protect and hold Lessor harmless from any and all claims, suits, actions, losses, damages, costs and expenses (including, without limitation, attorney's fees and court costs) threatened or incurred and any

judgments finally awarded, as a result of or arising from the breach by lessee of any of Lessee's representations, warranties, or covenants contained in this paragraph or otherwise from Lessee's use or enjoyment of the premises. The foregoing covenants, warranties, and representations of the Lessee and the foregoing indemnification provision shall survive the termination of this lease.

6. **Utilities, Maintenance, and Repairs.** Lessor shall, throughout the Initial Term or additional terms of this Lease, be responsible for the reasonable costs of the utilities, as well as maintenance and repairs determined to be necessary by the Lessor, with respect to the Premises. All other costs related to the Premises, including maintenance and repairs of the leased portion, shall be at Lessee's cost and expense.
7. **Alterations and Improvements.** Lessee agrees that it will undertake no alterations to the Premises without first obtaining prior written approval from the Lessor. All improvements, modifications and alterations to the Premises shall adhere thereto and become the property of the Lessor. Lessor shall have the right to inspect the premises and in the event the Lessee fails to return the premises to its original condition at the conclusion of the initial or subsequent terms, Lessee agrees to pay Lessor for the cost of any repairs necessary to return the Premises to its original condition.
8. **Care of Premises.** Lessee will comply at all times and in all respects with all applicable laws and ordinances relating to nuisance on or about the Premises, and the Lessee will not by any act, or omission, render the Lessor liable for any violation thereof. Lessee does hereby agree to permit no waste of the Premises, but on the contrary to take good care of same, and upon termination of this Lease, to surrender possession of same without notice.
9. **Entry and Use by Lessor.** Lessor and/or its agents and representatives may enter the Premises, upon prior reasonable notice to Lessee, at all reasonable times for the purpose of inspection thereof. Lessor maintains full possession, use and control over the remaining portions of the sign and the property it is affixed to.
10. **Destruction.** Nothing contained herein shall render lessor liable for any repairs to, rebuilding, or replacement of Lessee's property on or about the premises.

11. Assignment or Subletting, Third Parties. Lessee may not assign its rights under this Lease or sublet to another.

There shall be no third-party beneficiaries of this lease.

12. Waiver. The failure of the Lessor or Lessee to insist upon strict performance of any of the covenants and conditions of this Lease or to exercise any option herein conferred in any one or more instances shall not be construed as a waiver or relinquishment of any such covenants, conditions, or options, but the same shall be and remains in full force and effect.

13. Binding Effect. The agreements, covenants, conditions and terms contained in this Lease shall bind and inure to the benefit of Lessor and Lessee.

14. Default. Should Lessee fail to pay rent or perform any other obligation under this lease within thirty (30) days after such performance is due, Lessee will be in default under the lease. In the event of such default, Lessor must give Lessee written notice by certified mail and allow Lessee thirty (30) days thereafter in which to cure any default.

15. Entire Agreement. This Lease contains the entire agreement between the parties hereto and neither party is bound by any representation or agreements of any kind except as herein contained, and no amendments hereto shall be considered as effective unless and until the same shall be reduced to writing and executed by all the parties hereto.

16. Notices.

Notices to the City of Pelham shall be addressed to:

City of Pelham
ATTN: Gretchen DiFante, City Manager
3162 Pelham Parkway
Pelham, AL 35124

Notices to HCI Oak Mountain, LLC shall be addressed to:

HCI Oak Mountain, LLC

ATTN: Chuck Welden
3010 3rd Ave. S
Birmingham, AL, 35233

17. **Severability.** If any provision of this Lease is held invalid or unenforceable by any court of competent jurisdiction, the other provisions of this Lease shall remain in full force and effect. Any provision of this Lease held invalid or unenforceable only in part or degree shall remain in full force and effect to the extent not held invalid or unenforceable.
18. **Counterparts.** This Lease may be executed in one or more counterparts, each of which shall be deemed to be an original copy of this Lease and all of which, when taken together, shall be deemed to constitute one and the same instrument.
19. **Force Majeure.** The parties hereto shall be excused for the period of any delay in the performance of any obligations hereunder when prevented from doing so by cause or causes beyond such party's control which shall include without limitation, civil commotion, war, war-like operations, invasion, rebellion, hostilities, military or usurped power, sabotage, governmental regulations or controls, fire and other casualty, inability to obtain any material services or financing or through acts of God.

IN WITNESS WHEREOF, Lessor and Lessee have executed and delivered this lease through their respective duly authorized representatives as of the date first above written. It is understood and agreed by the parties hereto that this lease shall be binding upon the Lessor and Lessee.

Lessor:

City of Pelham, Alabama

By: _____
Rick Wash, Mayor

Lessee:

HCI Oak Mountain, LLC

By: _____
Chuck Welden



2009-028

STATE OF ALABAMA
OFFICE OF THE ATTORNEY GENERAL

TROY KING
ATTORNEY GENERAL

January 5, 2009

500 DEXTER AVENUE
MONTGOMERY, AL 36130
(334) 242-7300
WWW.AGO.STATE.AL.US

Honorable Troy Ford
Mayor, Town of West Jefferson
Post Office Box 158
Quinton, Alabama 35130

**THIS OPINION IS OVERRULED TO THE
EXTENT THAT IT CONFLICTS WITH THE
OPINION ISSUED TO HON. TIMOTHY
PREVATT, MAYOR, TOWN OF AVON,
DATED 9/9/2013, A.G. NO. 2013-067.**

Municipalities – Lease – Telecommunications
– Real Property – Franchise – Competitive Bid
Law – Jefferson County

Pursuant to section 11-47-21 of the Code of Alabama, if the Town of West Jefferson considers the space at the top of the water tower to be surplus real property, the town may lease this space for fair market value to a commercial interest.

If the town determines that the property is not real property and the lease would be a grant of an exclusive franchise, the town may lease the space at the top of the tower by taking competitive bids.

Dear Mayor Ford:

This opinion of the Attorney General is issued in response to your request on behalf of the Town of West Jefferson.

QUESTION

Can the Town of West Jefferson enact an ordinance declaring that the top of its potable water storage tank is real property not needed for public or municipal purposes, thereby making it legally permissible to enter a lease for the use of the top of its potable water storage tank as a cell tower site and be consistent with the provisions of section 11-47-21 of the Code of Alabama.

FACTS AND ANALYSIS

In your letter of request, you stated the following:

The Town of West Jefferson has been approached by a mobile telephone provider requesting the town lease to the provider the top of one of the town's potable water storage water tanks for the purpose of a cell tower site. Before the town considers such a lease, it requests an opinion from you regarding the legality of entering such a lease in the light of the provisions of section 11-47-21 of the Code of Alabama requiring the town to declare "real property not needed for public or municipal purposes" before it leases town real property.

The concern is that, although the real property is being used as a water storage tank, how can the town adopt an ordinance declaring the top of the tank "real property not needed for public or municipal purposes" as required by section 11-47-21 of the Code.

Your particular inquiry poses a unique situation. As you aptly noted, section 11-47-21 of the Code of Alabama provides the ability for a municipality to lease real property that is not needed for public or municipal purposes. The water tower may be deemed a fixture. A fixture is "an article which was once a chattel, but which, by being physically annexed or affixed to the realty, has become accessory to it and part and parcel of it." *In re Black*, 95 B.R. 223, 224 (Bkrtcy. N.D. Ala. 1988), *citing Farmers & Merchants Bank v. Sawyer*, 26 Ala. App. 520, 522, 163 So. 657, 658 (1935). As such, the proposed cell phone tower would be affixed to the land. The area on top of the tower that has been requested for use is not needed by the municipality, and thus, may be considered surplus.

This Office has addressed similar issues with respect to the leasing of real property. In an opinion to the Honorable Charles E. Osborne, Mayor, City of Talladega, dated April 5, 2002, A.G. No. 2002-202, the city sought to lease one room in a public building to a commercial interest. This Office determined that, pursuant to section 11-47-21 of the Code of Alabama, the city may lease surplus property for commercial purposes provided that the fair market rate is charged for rent. *See also*, opinions to the Honorable Jack Fendley, Mayor, Town of Pennington, dated January 19, 2005, A.G. No. 2005-046; Honorable Michael G. Kendrick, Attorney, City of Homewood, dated April 24, 2002, A.G. No. 2002-214; Honorable Annette Webb Bozeman, Marion County Judge of Probate, dated November 18, 1998, A.G. No. 99-00044. Accordingly, the space at the top of

Honorable Troy Ford
Page 3

the water tower may be leased pursuant to section 11-47-21 of the Code of Alabama to a commercial interest for rent of fair market value.

If the Town of West Jefferson determines that the space at the top of the water tower is not real property, it may lease the use of this personal property and must do so pursuant to competitive bids if the contract will be an exclusive contract to use the space on top of the tower. The Supreme Court of Alabama has determined that an exclusive contract exists when a governmental entity grants a special privilege or contractual right for services to one entity. *See, generally, Kennedy v. City of Prichard*, 484 So. 2d 432 (Ala. 1986).

Section 22 of the Constitution of Alabama prohibits granting exclusive franchises. Contracts of this nature must be competitively bid. *Id.*; also see the following opinions:

- Joseph Mitchell, Member, House of Representatives, dated July 8, 2005, A.G. No. 2005-158 (the lease of unused frequencies by a board of education to a commercial wireless provider is an exclusive franchise that is subject to the Competitive Bid Law);
- Honorable Thomas M. Little, Attorney, Talladega County Board of Education, dated April 1, 1999, A.G. No. 99-00158 (contract in which corporate sponsors provided a school scoreboard in exchange for the sole right to sell concessions must be competitively bid);
- Honorable Edwin Bridges, Director, Department of Archives and History, dated March 13, 1998, A.G. No. 98-00112 (a contract entered into by the Department of Archives and History in which one company would be given the exclusive right to reproduce and publish as a poster a painting owned by the Department would require the competitive bid process).

Further, the application of the bid law cannot be avoided based on the fact that only one company has requested to occupy space at the top of the water tower. *See, generally*, A.G. No. 2005-158.

CONCLUSION

Pursuant to section 11-47-21, if the Town of West Jefferson considers the space at the top of the water tower to be surplus real property, the town may lease this space for fair market value to a commercial interest.

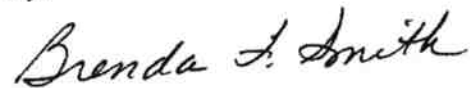
If the town determines that the property is not real property and the lease would be a grant of an exclusive franchise, the town may lease the space at the top of the tower by taking competitive bids.

Honorable Troy Ford
Page 4

I hope this opinion answers your question. If this Office can be of further assistance, please contact Monet Gaines of my staff.

Sincerely,

TROY KING
Attorney General
By:

A handwritten signature in cursive script that reads "Brenda F. Smith".

BRENDA F. SMITH
Chief, Opinions Division

TK/MMG
729355/124289



2018-024

STATE OF ALABAMA
OFFICE OF THE ATTORNEY GENERAL

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March 21, 2018

Honorable Becky Bracke
Mayor, City of Opp
Post Office Box 610
Opp, Alabama 36467

Municipalities – Surplus Property –
Leases – Advertising – Signs –
Private Enterprise

The City of Opp may contract with
private companies to advertise the
city itself and its resources.

The city may not build signs to be
leased for the advertisement of
private companies.

The city may lease property to a
private sign company as surplus
property if the requirements of
section 11-47-21 of the Code of
Alabama are met.

Dear Mayor Bracke:

This opinion of the Attorney General is issued in response to your
request on behalf of the City of Opp.

QUESTIONS

(1) May the City of Opp construct and
lease signs on city owned property for private
companies to advertise?

(2) May the city lease the property to a private sign company?

FACTS AND ANALYSIS

Your request states that you and the Opp City Council are considering establishing and maintaining signage to promote the city, its businesses, and other places of interest by encouraging traffic on the Bypass to approach the city. You state further that the city owns three properties which it has identified as locations for the placement of signs.

The Legislature has granted municipalities broad authority to provide for the advertisement of the municipality itself. Section 11-47-9 of the Code of Alabama provides as follows:

All municipalities in the State of Alabama shall be and are hereby authorized and empowered to enter into contracts or agreements with any persons, firms, or corporations for the advertisement of such municipality or any function or undertaking of such municipality both within and without the limits of such municipality through the use of any recognized medium of advertising.

ALA. CODE § 11-47-9 (2008). Under this provision, the city may build and lease signs for a private company to advertise the city if the governing body determines that the signs constitute a "recognized medium of advertising." *See* opinion to Honorable Richard F. Calhoun, City Attorney, City of Troy, dated August 1, 1988, A.G. No. 88-00383 (city authorized under section 11-47-9 to spend \$5,000 for a sign on Highway 231 advertising the city if its governing body determines that the sign is a recognized medium of advertising).

Section 11-47-9 and similar provisions, however, have never been interpreted to authorize the advertising of private companies. This Office addressed section 11-47-11 of the Code of Alabama, which authorizes municipalities to "advertise and promote all resources of every kind," in an opinion to Honorable George A. Monk, City of Anniston, dated September 22, 1986, A.G. No. 1986-00374. That opinion stated that the City of Anniston could "spend municipal funds for the purpose of

promoting retail trade within its corporate limits and police jurisdiction.” *Id.* at 2. The *Monk* opinion clarified, however, that this authority was limited to the terms of the question posed by the city, which were that “expenditures would be made not to advertise any one particular business or businesses but rather to promote, in a non-discriminatory fashion, various commercial centers within the city by sponsoring and paying for exhibits, fairs, and other forms of entertainment to encourage retail development and trade.” *Id.* at 1.

This Office also addressed section 11-3-11(a)(19) of the Code of Alabama, which authorizes county commissioners to use county funds for the advertising and promoting of county resources “of every kind,” in an opinion to Honorable Kim Hastie, Mobile County License Commissioner, dated September 27, 2012, A.G. No. 2012-090. That opinion stated that the statute did not authorize the selling of advertisements to private companies to be mailed with license renewal mailouts, noting that this Office is unaware of any provision that would authorize such transactions. Furthermore, a municipality is not authorized to engage in private enterprise. Opinions to Honorable J. David Stout, Mayor, City of Fort Payne, dated November 16, 1984, A.G. No. 85-00072; Honorable Jean Starkey, Town Clerk, Town of Pisgah, dated October 26, 1990, A.G. No. 91-00045.

Regarding leasing the property to a private sign company, section 11-47-21 of the Code of Alabama authorizes municipalities to lease real property not needed for municipal purposes as “surplus property.” Section 11-47-21 states as follows:

The governing body of any city or town in this state may, by ordinance to be entered on its minutes, lease any of its real property not needed for public or municipal purposes, and a lease made by the mayor in accordance with such ordinance shall be binding for the term specified in the lease, not to exceed a period of 99 years.

ALA. CODE § 11-47-21 (2008).

The Alabama Supreme Court has held that, so long as it explicitly states that the property is no longer needed for municipal purposes, the governing body’s declaration in its minutes need not detail facts supporting that conclusion. *Dothan Area Chamber of Commerce, Inc. v. Shealy*, 561 So. 2d 515 (Ala. 1990). Moreover, although the lease’s

failure to provide for adequate consideration would present concerns under section 94 of article IV of the Recompiled Constitution of Alabama, which prohibits the appropriation of public funds to private entities, the Court indicated that it would not require the city to receive "fair market rent" and would defer to the city's elected officials to determine if the consideration received was adequate. *Id.* at 517, *citing* ALA. CONST. art. IV, § 94. Accordingly, if the Opp City Council passes an ordinance entered in its minutes declaring that the property is not needed for municipal purposes and determines that the consideration received is adequate, it may lease such property as surplus property for a term not exceeding ninety-nine years to a private sign company.

CONCLUSION

The City of Opp may contract with private companies to advertise the city itself and its resources

The city may not build signs to be leased for the advertisement of private companies.

The city may lease property to a private sign company as surplus property if the requirements of section 11-47-21 of the Code of Alabama are met.

I hope this opinion answers your questions. If this Office can be of further assistance, please contact John Porter of my staff.

Sincerely,

STEVE MARSHALL
Attorney General

By:

A handwritten signature in dark ink, appearing to read "G. Ward Beeson, III". The signature is fluid and cursive, with the last name "Beeson" being more prominent.

G. WARD BEESON, III
Chief, Opinions Section