

The City of Pelham

MINUTES OF THE WORK SESSION

November 13, 2025 – 6:30 p.m. – Council Chambers

PRESENT:

Mayor James Eubank	Police Chief, Nealie McCormick
Mayor Pro Tem Rhonda Brown	Asst. Police Chief, Rod Williams
Council Member Bennett Adams	Main Street/DDA Director, Felisha Draggs
Council Member Fredrick Davis	Accounts Payable Clerk, Jasmine Riddle
Council Member Bobby Robinson	Enterprise-Journal, Randy Wind
Council Member Cody Shiver	Martin Cochran
Council Member Mistry Troutman	
City Manager, Christian Drake	

With a quorum present, Mayor Eubanks called the meeting to order at 6:33p.m. Council Member Davis provided the opening prayer.

APPROVAL OF MINUTES

Minutes for approval: October 16, 2025 Council Meeting
November 13, 2025 Work Session

This will be an **ACTION ITEM**.

DEPARTMENT REPORTS

A review of all department reports. City Manager Drake discussed the costs associated with the city-wide clean-up as well as potentially scheduling more clean-up weeks throughout the year. He also gave an update on the hydrant testing that was conducted by the Fire Department last month. City Manager Drake also highlighted the Veteran Banner Program that was hosted by Main Street. He provided an update on the current paving project being done. He also highlighted the sidewalk project that was done in the downtown area. City Manager Drake also

shared that the library project committee visited several libraries to get ideas for the library here. He also stated he applied for a \$10, 000 DAR grant for the Liberia Street Cemetery.

FINANCIAL REPORT

A review of the financial report.

CITIZENS COMMENTS POLICY

City Manager Drake presented the citizen comments policy to the Council. This will be the second reading.

City Manager Drake is recommending the Council adopt ORDINANCE NO. 2025-11-20-1 to establish the Citizen Comments Policy.

This will be an **ACTION ITEM**.

ROAD CLOSURE-PELHAM CHRISTMAS PARADE

The Pelham Chamber will be hosting the annual Christmas Parade on December 4th. Line up for parade participants will begin at 5:30 p.m. The parade will follow the traditional parade route. The Chamber is requesting the road closure will begin at 5:30 p.m.

City Manager Drake is recommending the Council approve the road closure.

This will be an **ACTION ITEM**.

ALCOHOL LICENSE RENEWAL 2026

City Manager Drake presented a listing of all of the alcohol licenses eligible for renewal for 2026. All of the businesses listed held an alcohol license in 2025 and meet requirements to continue having an alcohol license.

City Manager Drake is recommending the Council approve the presented alcohol licenses for 2026.

This will be an **ACTION ITEM**.

SURPLUS VEHICLES AND EQUIPMENT

City Manager Drake presented two items to request that they be surplused in order to sale on GovDeals:

1. Metal Storage Container – Old green storage bin located at the City Maintenance Yard. The unit is rusted, overgrown, and beyond repair.
2. Ford Pickup Truck – White single-cab pickup (City of Pelham markings). The vehicle is an older model, inoperable, and not cost-effective to repair

City Manager Drake is recommending the Council approve surplusing the items presented in order to list for sale.

This will be an **ACTION ITEM**.

ADJUSTMENT TO PUBLIC FACILITY RENTAL FEES-DONNIE COCHRAN CENTER

City Manager Drake presented new fees for the purpose of renting the Donnie Cochran Community Center:

Facility / Space	Rate	Deposit	Notes
Main Hall (includes kitchen access)	\$250 per day	\$250 refundable	Includes setup/teardown within rental period
Gymnasium	\$250 per day	Included in same deposit if rented jointly	Separate use billed individually
Combined Facility (Hall + Gym)	\$500 per day	\$400 refundable	Ideal for large events or tournaments
Cleaning Fee (if applicable)	\$100 flat	—	Charged only if facility left uncleaned
Security / Police (as required)	Actual cost	—	For events exceeding 150 attendees or serving alcohol

He also presented a resolution to formally establish the new fee schedule for rental of the Donnie Cochran Community Center. The Center recently was renovated as the rental fees have not been updated in several years.

City Manager Drake is recommending the Council approve the fees changes and adopt the resolution establishing the fee schedule.

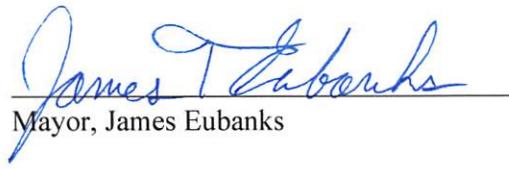
This will be an **ACTION ITEM**.

CITIZEN COMMENTS

Mr. Martin Cochran appeared before the Council to discuss the condition of Love St as well as requesting help with improvements to his home.

ADJOURN

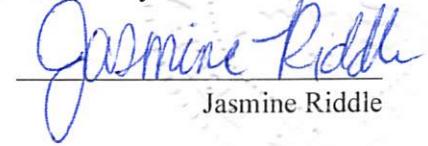
Mayor Eubanks declared the meeting closed at 7:41 p.m.



Mayor, James Eubanks

AUTHENTICATED:

This 20th day of November 2025



Jasmine Riddle