City of Pelham
Commercial Development Authority
Pelham Civic Complex
July 21, 2020

Attendance:

Brent Todd	**Frederick Hamilton**	**Scott Christian**	**Amy Bradley**
Rick Hayes	**Melody Whitten**	**Tim Reddock**	
Josh Osborne			

Scott Christian agreed to serve as interim Vice President and opened the meeting with a welcome to the attendees. The minutes from the June meeting were distributed and read. A motion to approve the June minutes was made by Brent Todd and seconded by Frederick Hamilton. All were in favor.

Comments from CDA Chair, Mayor, Council Liaison, City Staff Liaison

The Mayor was not in attendance

Rick Hayes stated that it is election season and announced that he is ready to retire and would not be running again. He discussed the Hwy 31 to Co Rd 33 connector road project and expressed the hope that it will move forward regardless of the election outcomes. He also remains hopeful for the opportunity to add a second access/exit to Ballantrae that would join Co. Rd. 332. Several attendees thanked him for his tireless service to the City.

Josh Osborne reported that residential development plats are still being submitted with 3 submitted recently and two more on the way.

There were no public hearings during this meeting.

Finances:

Amy Bradley distributed a copy of the July bank statement and gave an accounting of the finances, reporting a balance of $465,208.87 as of July 15, 2020. Later in the meeting, she recommended that we pay $350,000 toward our principal balance on the line of credit. The issue was discussed. Scott called for a motion to pay the $350,000 toward the line. Brent Todd made the motion, Frederick Hamilton seconded and all voted in favor. Amy also requested that the board approve a minor additional monthly expense to have the “check image” feature addied to our checking account so that any of us could view the statements and see immediately what our expenditures were for the month. Scott called for a motion, Brent Todd made the motion to add the check image feature to our account, Frederick Hamilton seconded and all voted in favor.

Old Business –

CDA Property update:

Welborn Street:

Brent stated that a few people have moved out. Other tenants are upset that the CDA has not communicated with them, mostly regarding a time frame for them to move out. He also discussed damage to tenant property caused by the lawnmower blades slinging rocks in a turn. The lawnmower was being operated by our property manager. Amy had seen our insurance agent earlier in the day and sought his advice about a claim. He said we could turn it in to our carrier and he would let them know. Brent also went over other issues at the properties and asked that we confirm that we do want him to be the liaison to the property manager. He said their had been some talk that everything had to go through Lenny. The board members agreed that it was our intent all along that he be the liaison and that nothing had changed. Brent expressed concern about the amount of plumbing and electrical work that is needing to be done. He said that there was debri left on Lot 5 and Danny presented an invoice for the extra cleanup work required after the tenant moved out.

There was also a discussion of the billboard and the need to find out our arrangements with Lamar Advertising as they do not have our information. Scott said he would research it. Brent said he would reach out to Lamar.

Fran's Property:

Tim reported that the contract with Shane is signed and the 120 day due diligence period has begun. He said so far they have not encountered rock that was a concern about the cost to excavate.

New Business

New Member:

Scott discussed our need for a board member to replace Lenny's seat. He and the rest of the board would like a member who is retired and has more time to devote to the CDA, since we don't have a staffed executive director at this time. A brief discussion was also held about the potential for hiring an executive director, but no motions were made.

Election of officers:

Rick suggested that we go ahead and elect temporary officers. Brent Todd mad a motion to elect officers, Frederick Hamilton seconded. All were in favor. Brent then motioned that we appoint

Scott as our Chairman, Amy seconded and all were in favor. Amy agreed to stay on as Secretary until all board seats are occupied and we can hold elections for all officer positions.

58, Inc. updates

Melody updated the board on some prospect activity and she is still working with representatives from Campus 124 as they progress.

There being no other business before the board, Scott called for a motion to adjourn. Brent made the motion, Frederick seconded and the motioned passed unanimously.