The City of Pelham
Commercial Development Authority Board Meeting Minutes
Tuesday, January 18, 2022 at 6:30 p.m.
Pelham Senior Center, 50 Racquet Club Parkway, AL 35124

Meeting was called to order at 6:30pm. A Quorum was recognized by Board Chair Ron Scott.

Minutes from the December 14, 2021 CDA Board meeting: Board member Jaeh motioned to approve the minutes, Board member Rodriguez seconded, approval was unanimous.

Status of the CDA owned Fran's property: Andre' Bittas, Director of Development Services for the City of Pelham, explained that the recording of the deed was in process and the CDA will be able to record the new deed and plat.

Status of the CDA owned Welborn Street property: Board Chair Scott informed the Board that their tenant, Mrs. Walker, has vacated the property. Board Chair Scott informed the Board that the person living in the camper trailer was in fact a recorded tenant named Ali. Tim Reddock told the Board that Mr. Ali pays $250/month in rent and the last payment received by the CDA was October 2021. Board Chair Scott told the Board that Mr. Ali has asked for $2,000 to relocate from the property by the end of the month of January. A Motion was made by Board member Jaeh to provide "up to" $2,000 for relocation expenses and Mr. Ali was to be gone within 15 days. The motion was seconded by Board member Rodriguez. No vote was taken.

Board Chair Scott reviewed the checklist of items needing to be done on the property. Fuel tanks are still in place and have been drained as far as they can be drained, leaving a very small amount still in the tanks. The tank removal should be completed within a few more weeks.

<u>C-store access</u>: It was decided that Board Chair Scott along with Board members Rodriguez and Jaeh would perform a site visit of the C-store to investigate the condition and remaining product items. Andre' Bittas pointed out the fact that an asbestos survey should be completed before the structures can be burned. On the tank removal, there is a tank closure process. Tim Reddock confirmed that the tank removal process had begun. Board member Rodriguez discussed placing No Trespassing signs all over the property.

<u>Process for sale of property</u>: Board Chair Scott provided notice to the CDA Board that he had personally met with the City Manager, Gretchen DiFante, regarding the property disposal/sale process.

<u>Property rezoning</u>: The rezoning application to change the zoning form the existing M1 category to the new category of B2, will go before the Planning & Zoning Board at their February 15, 2022 meeting. The City Manager spoke about the process in brief leading the discussion to the place where the Board should rely on Andre's department to meet with any interested developer. Mrs. DiFante explained that the meeting would include all of the important staff members who are there to provide development information and standards to the developer. Andre' Bittas added that the City meets with developer to verify zoning, overlay district requirements, design requirements, setbacks, height restrictions, etc. The meeting is free to the developer and helps to engage the developer as early as possible. Chair Scott asked to work with the city in order to schedule a "pre-contract meeting".

Welborn Street property continued: Tim Reddock introduced Mr. John Behl as an interested party in the acquisition of the Welborn Street property for purposes of developing a commercial plaza. Mr. Behl explained that two regional fast casual restaurants are interested in occupying space in a future project. Mr. Behl explained that they are not interested in developing a C-store on the site. An offer to purchase and develop the Welborn Street property was presented to the CDA Board by Mr. Behl but the terms of the purchase offer were not discussed by the Board. Board Chair Scott requested that the city schedule a meeting with John Behl to discuss his development plan for the Welborn Street property.

Financial Report: Board Chair Scott informed the Board that the agreement the CDA has with Mr. Reddock expires at the end of March 2022. Board Chair Scott also announced that the property insurance premium will drop to $2,500. Board Chair Scott thinks the budget proposed by Board member Jaeh looks good and he likes the projections. Board member Jaeh informed the Board that the current balance was approximately $390,000. Vice Chair Foster made a motion to accept the financial report and budget update as presented, Board member German seconded the motion. No vote was taken.

Policies and Procedures Draft: Board member German requested that the Board provide him with additional time to meet with Mrs. DiFante and Mr. Bittas in an attempt to develop policies and procedures that mirror the City's.

Grant Program Update: Vice Chair Foster provided the Board with a draft guidelines document at 5:30 and the members felt that they did not have enough time to review the document before the meeting. Board Chair Scott the Board and Vice Chair if they could postpone discussion on the document until next meeting to review and make suggestions. Vice Chair Foster briefly went through the draft guidelines for the Board and hit the main points before they do their review.

Additional Items for discussion:

Vice Chair Foster announced to the Board that he purchased the domain name, "Grow Pelham".

Board Chair Scott announced that the CDA had received two contract offers for the purchase of the Fran's property. There was no discussion on the specifics of each offer.

The City Manager informed the Board that the Highway 261 Widening Project was moving forward and Pelham, Helena and Hoover are joining together to provide their share of the funding that ALDOT will require in order to secure the project. Regarding the October 2021 flood damage, she indicated that the City has issued 93 substantial damage letters which means that the property owners cannot repair or rebuild their homes. The City Manager said that she and city staff were working with the State's EMA Department in order to put a buyout plan.

Meeting Adjournment: Vice Chair Foster motioned to adjourn the meeting, Board member Jaeh seconded the motion, the vote to approve was unanimous.