The City of Pelham
Commercial Development Authority Board (CDA) Meeting
Wednesday, May 18, at 6:00 p.m.
Pelham Senior Center, 50 Racquet Club Parkway, AL 35124

MEETING MINUTES

I. Call to Order 6:00pm Darius Foster, Board Chair

II. Agenda Approval, Additions or Deletions Darius Foster, Board Chair

Vice-Chair Rodriguez motioned to accept the agenda, Board Sec/Treasurer Jaeh seconded, and the vote to approve was unanimous.

III. Approval of the Minutes from the April 19, 2022, CDA Board meeting

Board Sec/Treasurer Jaeh motioned to approve, Vice-Chair Rodriguez seconded the motion and the vote to approve was unanimous.

IV. Financial Report Matthew Jaeh, Secretary/Treasurer

A motion was made by Board Sec/Treasurer Jaeh to approve the CDA Attorney's invoice in the amount of $4,657.00, the motion was seconded by Vice-Chair Rodriguez and the vote to approve was unanimous.
A motion was made by Vice-Chair Rodriguez to reimburse Board Sec/Treasurer Jaeh for the cost of the CDA's corporate seal in the amount of $48.35, the motion was seconded by Vice-Chair Rodriguez, seconded by Board member Scott, and the vote to approve was unanimous.

Allen Oil presented a check to the CDA attorney in the amount of $1,566.00 and will be deposited into the CDA account by Board Sec/Treasurer Jaeh. City of Pelham, City Clerk Tom Seale will in turn write the check to Ms. Ruth with the Release document to be written by the CDA attorney.

A motion was made to approve payment of the invoice submitted by ATLAS Environmental for the environmental survey of the CDA owned Welborne Street property in the amount of $4,200.00, the motion was seconded by Board Sec/Treasurer Jaeh and seconded by Vice-Chair Rodriguez and the vote to approve was unanimous. An apparel invoice was submitted by JDA in the amount of $550.63 for shirts for the CDA Board members. *For purposes of the meeting minutes, clarification is needed on the Board's action.*

V. Economic Development Update Michael Simon, ED Director

A. Cooperative District

B. Current Projects
C. Prospective Projects

VI. Website Update — Darius Foster, Board Chairman

Board Chair Foster informed the Board that he has obtained two quotes for the creation and maintenance of a CDA website and will obtain a total of 4 quotes. An update on quotes will be discussed at the next CDA meeting.

VII. Committee Reports — Darius Foster, Board Chairman

A. Purchases, Disposals & Development Committee:

1) Purchases:

Opportunities: General discussion took place and included the buildings on the north side of the Susan Schein dealership on Hwy 31, the vacant Louie's restaurant building, the vacant Wayne's Farmer's market parcel on S. Hwy 31, and the land behind Wayne's Market.

2) Disposals:

Tacala Companies // Fran's Property: General discussion took place indicating that the Letter of Interest offer presented by Tacala Co. is still in play as submitted. The consensus was that the Tacala Letter of Interest offer was worth investigating and should be made subject to Tacala meeting with City Development staff. It was decided that the CDA attorney would prepare a letter describing the Board's wishes to Tacala and reject the Letter of Interest submitted by Shane Jones.

3) Development:

Status of Welborn Property: Board Chair Foster disclosed that he talked to Andre' Bittas, Director of the City's Development Services & Public Works Departments, about providing some assistance to the CDA to complete the property demo and clean-up. Vice-Chair Rodriguez stated that the CDA property committee has been working on getting quotes for this work and will continue to get full quotes to present to the CDA Board at a future meeting.

Vice-Chair Rodriguez asked real estate broker Tim Reddock, if the company that had previously submitted an offer to develop the parcel, United Construction, was still interested. Mr. Reddock presented to the Board that he estimated the cost of demo and clean-up of the property could be up to $200,000. The offer made by United Construction was $440,000 and he was going to handle the clean-up so the CDA could deduct the cost from the sale price.

A motion was made by Board member Scott to engage Atlas Environmental in a contract to remove the environmental hazards discovered on the Welborn St. property, in an amount not to exceed $7,500. The motion was seconded by Vice-Chair Rodriguez and the vote to approve the motion was unanimous.

B. Policies, Procedures & Partnerships Committee:

1) Policies

Operational policy update:

Future grant program update: Board Chair Foster informed the Board that a response letter had been received from the Alabama Attorney General indicating that the office of the Attorney General can only provide legal opinions to agencies when the request is approved by resolution. The Board discussed wanting to bring a resolution for consideration at the next available CDA meeting.

Corporate Seal policy: Board Sec/Treasurer Jaeh notified the Board that the CDA's corporate seal has been purchased and will be given to Tom Seale, City Clerk, for safe keeping.

Strategic plan update

2) Procedures

Redevelopment plan amendment: Board Chair Foster informed the Board of his conversation with the City Manager, Gretchen DiFante, regarding possible sites for CDA acquisition under the guidelines of a revised Redevelopment Plan. The Board discussed the possibility of having the City Manager attend a future meeting to present her vision for area expansion.

3) Partnerships

Organizational memberships/conferences: Board Chair Foster suggested that the CDA Board had too many projects going on and the subject of joining a professional organization could be revisited in the future.

VIII. Executive Session

IX. Call for Adjournment:

A motion to adjourn the meeting was made by Vice-Chair Rodriguez and seconded by Board member Scott. The vote to approve the motion was unanimous.