The City of Pelham
Commercial Development Authority Board (CDA) Meeting
Tuesday, October 18, 2022 at 6:00 p.m.
Pelham Senior Center, 50 Racquet Club Parkway, AL 35124

MEETING MINUTES

I. Call to Order — Darius Foster, Board Chairman

Chair Foster called the meeting to order at 6:00pm. All members were present with the exception of Tim German.

II. Agenda Approval, Additions, or Deletions — Darius Foster, Board Chairman

Motion to approve the agenda was made by Matt Jaeh; seconded by Roberto Rodriguez; vote to approve was unanimous.

III. Approval of the Minutes from the September 8, 2022, CDA Board Special meeting
Approval of the Minutes from the September 20, 2022, CDA Board meeting

Motion made to approve the minutes from the September 8, 2022 CDA Special Board meeting was by Matt Jaeh; seconded by Roberto Rodriguez; vote to approve was unanimous.

Motion made to approve the minutes from the September 20, 2022 CDA Board meeting was by Matt Jaeh; seconded by Roberto Rodriguez; vote to approve was unanimous.

IV. Finance — Matthew Jaeh, Secretary/Treasurer

A. 30-day Financial Report - *A presentation of information was provided by Matt Jaeh.*

B. Line of Credit Update - *A presentation of information was provided by Matt Jaeh. Attorney Josh Arnold made clarifications on the process. A motion was made to approve the line of credit by Matt Jaeh; seconded by Roberto Rodriguez; vote to approve was unanimous.*

V. Economic Development — Michael Simon, Director

A. Pertinent Updates from City Hall - *A presentation of information was provided by ED Director Michael Simon.*

B. Current Projects - *A presentation of information was provided by ED Director Michael Simon.*

C. Prospective Projects - *A presentation of information was provided by ED Director Michael Simon.*

VI. Website/Marketing Update — Darius Foster, Board Chairman

The Board Chair led discussion regarding the CDA website. There is no major update at this time. A strategy is to be expected by the next meeting.

VII. Committees — Darius Foster, Board Chairman

A. Purchases, Disposals & Development Committee

1) Purchases - Opportunities - *Discussion amongst the Board members included steps to take for follow-up. No motions were made.*

2) Disposals

- United Contracting // Welborn Property - *Discussion amongst the Board members and Attorney Josh Arnold included steps to take for disposal. The Board is in favor of using Wallace Ellis for the closing. Ron Scott asked for the board to look at the list provided by Josh Arnold and use it as a check list, so to speak. He also asserted that Danny Endress has stated there may be septic tanks scattered about the property that need to be found and removed. There are trees that need to be removed as well. ED Director Michael Simon will check with the County in regards to the septic tanks.*

3) Development

- Status of Fran's Property - *Discussion amongst the Board members included steps to for Michael Simon to get a sign design. Ron Scott expressed concern about the tractor trailers parked there that may affect the visibility of the signs. Attorney Josh Arnold stated the CDA can place no trespassing signs on the CDA's private property or even block it off. A motion was made for up to $100 to able to be utilized for the purchase of no trespassing signage if needed to Chair Darius Foster by Matt Jaeh; seconded by Roberto Rodriguez; vote to approve was unanimous.*

- Status of Welborn Property – Consideration of Asbestos Abatement and Demolition Proposals - *Discussion amongst the Board members and ED Chair Michael Simon included an update on the progress of the tank removal and the asbestos. A motion was made to move forward with the asbestos removal by Lakeshore by Matt Jaeh; seconded by Roberto Rodriguez; vote to approve was unanimous. ED Director Michael Simon will reach out to Lakeshore regarding air quality as well. Andrew Burke from 23 Design was asked to make an official offer on the property.*

- Property Taxes – *A motion was made by Matt Jaeh to pay the property taxes for the properties owned by the CDA in the amount of $18,819.94; seconded by Roberto Rodriguez; vote to approve was unanimous.*

B. Policies, Procedures & Partnerships Committee

1) Policies

- Operational policy update - *Discussion amongst the Board members included creating a policy on engaging a broker. The policy will be added to the next CDA meeting agenda.*

- Future grant program // Resolution - *Discussion amongst the Board members included an update on the façade grant.*

- Strategic plan update - *Discussion amongst the Board members included a brief update.*

2) Procedures

- Redevelopment plan amendment - *Discussion amongst the Board members included steps to take for follow-up and included a plan to find properties to purchase.*

3) Partnerships

- Organizational memberships/conferences - *Discussion amongst the Board members included steps to take for follow-up by the next CDA meeting*

C. Closing Remarks – *State Representative Kenneth Paschal (cell: 205-626-9458) encouraged all to reach out if they needed anything from the state level as well as that November 8 is election day and encourages people to come out and vote. Pelham City Council President Maurice Mercer spoke on behalf of the character of Andrew Burke from 23 Design. Andrew Burke from 23 Design spoke to his proposal that was submitted.*

VIII. Call for Adjournment

A motion to adjourn was made by Board member Matt Jaeh and seconded by Roberto Rodriguez; vote to approve was unanimous. The meeting adjourned at approximately 7:11 pm.