

**The City of Pelham  
Commercial Development Authority Board (CDA) Meeting  
Tuesday, September 20, 2022 at 6:00 p.m.  
Pelham Senior Center, 50 Racquet Club Parkway, AL 35124**



### **Meeting Minutes**

**Agenda Approval, Additions or Deletions** – Motion to approve the agenda as presented was made by Board member Tim German and seconded by Board member Matthew Jaeh. The vote was unanimous.

**Approval of the Minutes from the August 16, 2022, CDA Board meeting** – Motion was made to approve the minutes by Board member Matthew Jaeh and seconded by Board member Tim German. The vote was unanimous.

**Finance item** – Brief discussion regarding the monthly report and the status of the efforts involved in establishing the CDA's Line of Credit with Central State Bank. The CDA's request of the City of Pelham act as Guarantor on behalf of the CDA was presented to the Council by Michael Simon, Economic Development Director, at the September 6, 2022, Council Work Session. Council awaits final documentation from Central State Bank before formal approval of the request can be made by Council. No motions were made.

**Economic Development** – Michael Simon provide the CDA Board with information on pertinent updates for City Hall, the Cooperative Districts, Current Projects and Prospective Projects. No motions were made.

**Website/Marketing Update** – Board Chair Darius Foster provided the Board with an update on the website development and marketing plan. No motions were made.

### **Committees, Purchases, Disposals & Development**

**Purchases** – Discussion took place regarding possible property acquisitions or opportunities. One of those properties was identified as the closed, Wayne's Produce stand, noted to be a Mark Dinan listing. No motions were made.

**Disposals** – Welborn Street Property: Mr. Tim Reddock presented a Purchase & Sale Agreement to the CDA Board during the meeting. The details of the offer were not discussed by the CDA Board. After some discussion, it was agreed to by the Board members to submit the agreement to CDA Attorney, Josh Arnold, for his review and analysis, then decide how to move forward.

**Disposals** – Fran's Property: Board member Tim German suggested a marketing plan would benefit the Board's efforts as well as to consider engaging a licensed commercial real estate broker/agent to represent the CDA properties. Board member Ron Scott suggested that three real estate brokers come before the CDA Board at their October 18, 2022, meeting. No motions were made.

**Development:** The Welborn Street Property – Michael Simon provided a status on the activities outlined under the CDA's contract with ATLAS Environmental for the tank removal and

remediation of select materials. ATLAS anticipates the tank removal portion of the project will begin on October 24, 2022 and take approximately 4-10 days to complete. Board member Ron Scott asked that as project manager, Michael Simon should be prepared to monitor the requirements under Section 23 of the Purchase & Sale Agreement submitted by Mr. Reddock as it relates to the specified work being performed by ATLAS. No motions were made.

**Policies, Procedures & Partnerships:**

**Policies** – A draft Operational Policy update will be provided to the CDA Board at their next meeting by Board member Tim German. Additionally, Board Chair Darius Foster informed the Board that he had sent the letter and Resolution requesting the Attorney General's Opinion as to whether or not CDA funding can be used to operate a commercial grant program. The Board will wait for an opinion to be provided. No motions were made.

**Procedures** – Michael Simon informed the Board that the Updated Highway 31 Corridor Redevelopment Plan would be presented to the City Council for approval by Resolution at their October 3, 2022, regular meeting.

**Call for Adjournment** – A motion to adjourn was made by Board member Matthew Jaeh and seconded by Board member Roberto Rodriguez. The vote was unanimous.