The City of Pelham
Commercial Development Authority Board (CDA) Meeting
Tuesday, August 16, 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 6:05pm. Roberto Rodriguez and Ron Scott were absent.

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

Motion to approve the agenda was made by Matt Jaeh; seconded by Tim German; the vote to approve was unanimous.

III. Approval of the Minutes from the July 21, 2022, CDA Board meeting

The motion made to approve the minutes was by Tim German; seconded by Matt Jaeh; the vote to approve was unanimous.

IV. Finance — Matthew Jaeh, Secretary/Treasurer

A. 30-day Report
B. Line of Credit Update

A discussion ensued regarding the Board's finances including the 30-day report and the line of credit update by Matt Jaeh. A vote to choose Central State Bank was unanimous. Motion to pursue a line of credit with Central State Bank by Matt Jaeh; seconded by Tim German; the vote 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. ED Director Michael Simon will provide the board members a copy of the corridor overlay district changes that were approved at the Council Meeting on August 15, 2022.*

B. Cooperative District - *A presentation of information was provided by ED Director Michael Simon.*

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

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

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

The Board Chair led a discussion regarding the CDA website, signage, and potential marketing events like a commercial realtor reception.

VII. Committees Darius Foster, Board Chairman

A. Purchases, Disposals & Development Committee

1) Purchases

- Opportunities - *Discussion amongst the Board members ensued.*

2) Disposals

- Tacala Companies // Fran's Property - *Discussion amongst the Board members ensued including giving Tacala more time.*

- United Contracting // Welborn Property - *Discussion amongst the Board members ensued including the interest level of United Contracting as well as tank removal. Motion was made to execute the contracts to make Wellborn pad ready by Matt Jaeh; seconded by Tim German; the vote was unanimous.*

3) Development

- Status of Fran's Property - *Discussion amongst the Board members ensued.*

- Status of Welborn Property - *Discussion amongst the Board members ensued. A motion was made to allow the Chair to approve any clean-up project-related authorizations not to exceed $5,000.00 by Tim German; seconded by Matt Jaeh; the vote unanimously approved. A motion was made to allow the Chair to approve any non-price related, administrative documents by Matt Jaeh; seconded by Tim German; vote unanimously approved.*

-Project Management - *Discussion amongst the Board members ensued. A motion was made to establish ED Director Michael Simon as Project Manager across the board to report per event by Tim German; seconded by Matt Jaeh; the vote unanimously approved.*

B. Policies, Procedures & Partnerships Committee

1) Policies

- Operational policy update - *Discussion amongst the Board members ensued. Motion to adopt the property disposal policy by Tim German; seconded by Matt Jaeh; vote approved unanimously. Motion to approve the property acquisition policy by Matt Jaeh; seconded by Tim German; vote approved unanimously.*

- Future grant program // Resolution - *Discussion amongst the Board members ensued. Motion for the Chair to write a letter to support the FRA grant by Matt Jaeh; seconded by Tim German; vote approved unanimously. A motion was made to approve the execution of the resolution by Tim German; seconded by Matt Jaeh; the vote was unanimously approved.*

- Strategic plan update - *Discussion amongst the Board members ensued.*

2) Procedures

- Redevelopment plan amendment - *Discussion amongst the Board members ensued. A motion was made to approve the maps on the HWY 31 redevelopment update by Tim German; seconded by Matt Jaeh; the vote was unanimously approved.*

3) Partnerships

- Organizational memberships/conferences - *Discussion amongst the Board members ensued.*

VIII. Call for Adjournment

A motion to adjourn was made by Board member Tim German and seconded by Matt Jaeh; the motion to approve was unanimous. The meeting adjourned at approximately 7:23 pm.