

**The City of Pelham  
Commercial Development Authority Board (CDA) Meeting  
Thursday, July 21, 2022, at 6:00 p.m.  
Pelham Senior Center, 50 Racquet Club Parkway, AL 35124**



**MEETING AGENDA**

- I. Call to Order Darius Foster, Board Chairman  
*Chair Foster called the meeting to order at 6:02pm.*
- II. Agenda Approval, Additions, or Deletions Darius Foster, Board Chairman  
*Motion to approve the agenda was made by Roberto Rodriguez; seconded by Matt Jaeh; vote to approve was unanimous.*
- III. Approval of the Minutes from the June 29, 2022, CDA Board meeting  
*Motion made to approve the minutes was by Matt Jaeh; seconded by Tim German; vote to approve was unanimous.*
- IV. Financial Report Matthew Jaeh,  
Secretary/Treasurer  
*Motion to approve Financial Report was made by Tim German; seconded by Roberto Rodriguez; vote was unanimous. A discussion ensued amongst Board Members regarding the line of credit options for the Board. Motion made to draft a letter to the City was by Tim German; seconded by Rodriguez; vote to approve was unanimous.*
- V. Economic Development Update Michael Simon, ED Director
- A. Cooperative District - *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.*
- D. Draft Highway 31 Corridor  
*Redevelopment Plan Update - A presentation of information was provided by ED Director Michael Simon. Board Members should read through the draft and get revisions to Simon.*

## VI. Website Update

Darius Foster, Board Chairman

*The Board Chair led discussion regarding the CDA website. Motion made by Matt Jaeh to allow the City to add an extension to its site for the CDA; seconded by Roberto Rodriguez; vote to approve was unanimous. Motion was made to give the Board Chair up to \$750.00 to get a property for sale sign created by Tim German; seconded by Matt Jaeh; vote to approve was unanimous.*

## VII. Committee Reports

Darius Foster, Board Chairman

### A. Purchases, Disposals & Development Committee

#### 1) Purchases

*- Opportunities - Discussion amongst the Board members included identification of various properties and opportunities along the northern and southern areas of the Highway 31 corridor. Additional discussion included the desire to expand the CDA's redevelopment area focus and plan.*

#### 2) Disposals

*- Tacala Companies / Fran's Property - Discussion amongst the Board members included steps to take for follow-up.*

#### 3) Development

*- Status of Fran's Property - Discussion amongst the Board members included property upkeep. ED Director Michael Simon will follow up with the City to get a billing process set for grass maintenance.*

*- Status of Welborn Property - Discussion amongst the Board members included reaching out to finalize the check distribution. Board Chair will get a copy of the check from Tom Seale. Tim German will go to finalize the release signature of the check. Ron Scott will get an invoice from Atlas to do work on asbestos remediation as well as a start date for their work. Roberto Rodriguez has some bids for property clean up. He will follow-up with Attorney Josh Arnold regarding the paperwork for a current prospective buyer. The Board would like a contingency to be added that the prospect meets with the City prior to sale proceedings. Motion to respond to the prospect's letter of intent and including the contingency language by Roberto Rodriguez; seconded by Tim German; vote to approve was unanimous. If the current offer is not accepted, the Board Roberto Rodriguez would like to move forward with tank removal and adjustment of property price. ED Director Michael Simon will coordinate a meeting with the Board Chair, Roberto Rodriguez and Andrè Bittas.*

### B. Policies, Procedures & Partnerships Committee

#### 1) Policies

- Operational policy update - *Board Member German led a general discussion concerning the types of policies and procedures the board should consider but no action was taken and the conclusion of the discussion.*

- Future grant program - *ED Director Michael Simon led a discussion regarding the resolution that needs to be sent to the attorney general. The Board Chair will follow up with City Attorney Josh Arnold to get this completed.*

- Corporate Seal policy - *There was no discussion concerning this item and the Board requested that this item be removed from future agendas.*

- Strategic plan update - *This item has been tabled by the Board until the Board Chair discusses it with City Manager, Gretchen DiFante.*

## 2) Procedures

- Redevelopment plan amendment - *This item has been covered in the presentation by the ED Director.*

## 3) Partnerships

- Organizational memberships/conferences - *This item has been tabled by the Board.*

## VIII. Call for Adjournment

*A motion to adjourn was made by Board member Tim German and seconded by Roberto Rodriguez; the motion to approve was unanimous. The meeting adjourned at approximately 7:10 pm.*