

The City of Pelham

Commercial Development Authority Board (CDA) Meeting

Wednesday, June 29, 2022, at 6:00 p.m.

Pelham Senior Center, 50 Racquet Club Parkway, AL 35124



MEETING MINUTES

- I. Call to Order @ 6:02pm Darius Foster, Board Chairman
- 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 May 21, 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 Ron Scott; vote was unanimous. A presentation of information was provided by Board Chair Foster concerning local banking institutions and options for establishing a line of credit in the future for the CDA. No action was taken.
- V. Economic Development Update Michael Simon, ED Director
A. Cooperative District
B. Current Projects
C. Prospective Projects
- VI. Website Update Darius Foster, Board Chairman
The Board Chair updated the rest of the Board on his research into various aspects of creating a CDA website including the domain name www.Grow.Pelham.com.
- 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
- Shane Jones // Fran's Property: *There was no discussion concerning this item and the Board requested that this item be removed from future agendas.*

3) Development

- Status of Fran's Property: *There was a Board consensus that the January 2022 contract submitted by United Contracting & Design, LLC, was no longer active or under consideration.*

- Status of Welborn Property: *Discussion occurred regarding the property's existing condition and overgrowth of vegetation. Vice Chair Rodriguez suggested that with the Board's permission and authorization, he would secure a lawn service to perform a one-time cleaning. A motion to approve the request was made by Matt Jaeh with a not to exceed \$1,250; the motion was seconded by Tim German; the vote to approve was unanimous.*

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: *A motion was made by Ron Scott to approve a Resolution authorizing a letter to be sent to the Alabama Attorney General for a formal opinion concerning the language of the Statute and the CDA's right to create a commercial grant program. The motion was seconded by Tim German and the motion to approve was unanimous.*

- Corporate Seal policy: *Discussion took place concerning where the CDA's corporate seal should be kept and it was the consensus of the Board to have the City Clerk secure the seal for use in the future.*

- Strategic plan update

2) Procedures

- Redevelopment plan amendment: *A general discussion took place concerning the Board's desire to explore the procedure required to expand their district authority and impact as well as the available options for updating the existing Highway 31 Corridor Redevelopment Plan. Michael Simon, Economic Development Director, was directed to begin drafting an update for the Board's review at a future date.*

3) Partnerships

- Organizational memberships/conferences: *This item was Tabled by the Board.*

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 7:30 pm.*