

**The City of Pelham
Commercial Development Authority Board (CDA) Meeting
Tuesday, July 18, 2023 at 4:30 p.m.
Council Conference Room - City Hall, Pelham, AL 35124**



MEETING MINUTES

- I. Call to Order Darius Foster, Board Chairman
Chairman Foster called the meeting to order at 4:34 pm. All members were present.
- II. Agenda Approval, Additions, or Deletions Darius Foster, Board Chairman
Motion to approve the agenda was made by Roberto Rodriguez; seconded by Matt Jaeh; the vote to approve was unanimous.
- III. Approval of the Minutes from the June 27, 2023 CDA Board meeting
Motion to approve the meeting minutes for June 27 by Edna Felton; seconded by Tim German; 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. Discussion amongst the board ensued. There was an increase in spending due to the conferences being attended. Motion to approve the financial report by Tim German; seconded by Roberto Rodriguez; vote to approve was unanimous.*
- V. Economic Development Michael Simon, Economic Dev. Director
A. Pertinent Updates from City Hall - *A presentation of information was provided by ED Director Michael Simon regarding developments in the City.*
B. Current and Prospective Projects - *A presentation of information was provided by ED Director Michael Simon, including many developments within the city. Clarification was discussed in regard to the statutory restrictions for a CDA board. Tim German stated that Senator April Weaver is amenable to getting these changed and the Pelham CDA can take a leadership role in making this happen if acted upon sooner rather than later. Attorney Joshua Arnold stated their firm can assist with looking at ways to mitigate the issue.*
- VI. Marketing Darius Foster, Board Chairman
A. Signage and materials - *A presentation of information was provided Chair Foster. Clarification was discussed about using the City's logos now that there is a policy. A signage strategy was discussed for both CDA-owned properties.*
- VII. Committees Darius Foster, Board Chairman
A. Purchases, Disposals & Development Committee
 1) Purchases
 - Opportunities **[None submitted]** – *Edna Felton will present 5-7 opportunities at the next meeting.*
 2) Disposals
 - Welborn Property **[Moved to Executive Session]** -
 3) Development
 - Fran's Property - *Discussion amongst the Board members ensued. No motions were made.*
B. Policies, Procedures & Partnerships Committee
 1) Policies
 - Grant program revisions: 10/1/2023 anticipated launch - *Discussion amongst the Board members ensued. No motions were made. Chair Foster will touch base with Bill and report back once more understanding of the project is obtained.*
 2) Procedures **[None pending]** –

3) Partnerships

- Upcoming Conferences – *Discussion ensued amongst the board members about conference attendance strategies, including having the Commerce Secretary to join a CDA meeting.*
- EDAA 2023 Summer Conference (7/30 – 8/2) Fairhope, AL - *(Darius, Roberto, Tim)*
- ABTC 2023 Annual Conference (9/14 – 9/15) Birmingham, AL - *(All who can)*
- IEDC 2023 Annual Conference (9/16 – 9/20) Dallas, TX - *(All)*
- Smart City Expo (10/4-10/5) NYC - *(Michael, Darius, Tim, & Roberto)*

VIII. Executive Session

Darius Foster, Board Chairman

Motion to move into executive session by Roberto Rodriguez; seconded by Edna Felton; vote to approve was unanimous.

Motion to exit executive session by Matt Jaeh; seconded by Edna Felton; vote to approve was unanimous.

IX. Call for Adjournment

Motion to adjourn was made by Matt Jaeh; seconded by Edna Felton; vote to approve was unanimous. The meeting adjourned at approximately 5:49 pm