

**The City of Pelham
Commercial Development Authority Board (CDA) Meeting
Tuesday, August 15, 2023, at 6:00 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 6:01 pm. All members were present.

II. Agenda Approval, Additions, or Deletions

Darius Foster, Board Chairman

Motion to add the approval of Resolution 2023-08-15-01: Confirmation and Continuation of CDA Projects to section 8 by Roberto Rodriguez; seconded by Tim German; the vote to approve was unanimous.

Motion to approve the agenda was made by Tim Rodriguez; seconded by Roberto Jaeh; the vote to approve was unanimous.

III. Approval of the Minutes from the July 18, 2023, CDA Board meeting

Motion to approve the meeting minutes for July 18, 2023, by Edna Felton; seconded by Tim German; vote to approve was unanimous.

IV. Special Project

Darius Foster, Board Chairman

- A. Senator April Weaver: Legislative process for proposed CDA amendments - A presentation of information was provided by Tim German and Senator April Weaver. Senator Weaver asked the board to mark up the legislation changes that the board would like to see made and send to her directly so that she can bring it to legislative services prior to the session next year in the spring. She can also assist in getting it before the EDAA and ALM to gain support for the changes as well. The draft needs to be done by mid-September so that they can have something in place before the holidays. Discussion amongst the board ensued. ED Director Michael Simon will make an initial draft and project manage the process of getting the edits into a draft form. Each member will send redlines to Michael. The board will call a meeting to review the draft before the 16th to get a final draft.

V. Finance

Matthew Jaeh, Secretary/Treasurer

- A. 30-day Financial Report - A presentation of information was provided by Matt Jaeh. Both accounts have been reconciled. Discussion amongst the board ensued. Motion by Roberto Rodriguez to accept the financial report; seconded by Edna Felton; the vote to approve was unanimous.

VI. 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. September 21 and 22nd there is a Brownfields Economic Development conference that is recommended for members to attend. Attendance is \$125. There are also sponsorship opportunities available. A discussion amongst the board members ensued. A motion was made to send CDA members to the conference as well as to sponsor a breakfast by Matt Jaeh; seconded by Tim German; motion to approve was unanimous. Roberto Rodriguez will attend.
- B. Current and Prospective Projects - A presentation of information was provided by ED Director Michael Simon regarding developments in the city.

VII. Marketing

Darius Foster, Board Chairman

- A. Signage and materials - A presentation of information was provided by Roberto Rodriguez. The signs were placed, and ED Director Michael has begun receiving calls. Discussion amongst the Board members ensued.

VIII. Committees

Darius Foster, Board Chairman

- A. Purchases, Disposals & Development Committee

1) Purchases

- Opportunities - Discussion amongst the Board members ensued. No motions were made.

2) Disposals

- Welborn Property **[Moved to Executive Session]** - Discussion amongst the Board members

ensued. No motions were made.

3) Development

- Fran's Property - *Discussion amongst the Board members ensued. No motions were made.*

4) Resolution 2023-08-15-01

- Confirmation and Continuation of CDA Projects - *A motion was made approve Resolution 2023-08-15-01 by Roberto Rodriguez; seconded by Tim German; motion to approve was unanimous.*

B. Policies, Procedures & Partnerships Committee

1) Policies

- Grant program revisions - *Discussion amongst the Board members ensued. It is possible for the County to partner with the CDA for façade grants. Chair Foster will follow up with the county to come up with a strategy. None of this however, is permissible until the law is changed. No motions were made. Further discussion ensued regarding the CDA reorganizing the board to be able to help businesses in the area and to become advisors to the City Council with Mayor Gary Waters, Council President Maurice Mercer, and Councilman Rick Wash speaking to the matter.*

2) Procedures **[None pending]** - *Discussion amongst the Board members ensued. No motions were made.*

3) Partnerships

- Conference Updates

- EDAA 2023 Summer Conference (7/30 – 8/2) Fairhope, AL - *Discussion amongst the Board members ensued. No motions were made.*

- Upcoming Conferences

- ABTC 2023 Annual Conference (9/14 – 9/15) Birmingham, AL - *Discussion amongst the Board members ensued. No motions were made.*

- IEDC 2023 Annual Conference (9/16 – 9/20) Dallas, TX - *Discussion amongst the Board members ensued. No motions were made.*

- Smart City Expo (10/4-10/5) NYC - *Discussion amongst the Board members ensued. No motions were made.*

IX. Executive Session

Darius Foster, Board Chairman

Motion to move into executive session by Matt Jaeh; seconded by Roberto Rodriguez; vote to approve was unanimous. Executive session began at 7:14 pm.

Motion to exit executive session by Roberto Rodriguez; seconded by Tim German; vote to approve was unanimous. Executive session ended at 7:39 pm.

X. Wellborn Property

Motion to approve the United agreement by Edna Felton; seconded by Tim German; vote to approve was unanimous.

XI. Call for Adjournment

Motion to adjourn was made by Roberto Rodriguez; seconded by Edna Felton; vote to approve was unanimous. The meeting adjourned at approximately 7:40 pm.