The City of Pelham
Commercial Development Authority Board (CDA) Meeting
Wednesday, October 26, 2023 at 6:00 p.m.
Council Conference Room - City Hall, Pelham, AL 35124
growpelham.com

MEETING MINUTES

I. Call to Order — Darius Foster, Board Chairman

Chairman Foster called the meeting to order at 6:00 pm. All members were present with the exception of Edna Felton.

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

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

III. Approval of the Minutes from the August 15, 2023 CDA Board meeting

Motion to table the approval of the meeting minutes for August 15, 2023, by Tim German; seconded by Matt Jaeh; 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 regarding conference expenses and credits. Please scan additional charges to Matt Jaeh if you have not done so. Motion by Tim German to accept the financial report; seconded by Matt Jaeh; the vote to approve was unanimous.*

V. Economic Development — Michael Simon, Economic Dev. Director

A. Pertinent Updates from City Hall – *Tabled until next meeting.*
B. Current & Prospective Projects – *Tabled until next meeting.*

VI. Marketing - *A presentation of information was provided by ED Director Michael Simon regarding developments in the city.*

VII. Committees — Darius Foster, Board Chairman

A. Purchases, Disposals & Development Committee
1) Purchases
   - None submitted - *Discussion amongst the Board members ensued. No motions were made. Edna Felton will be bringing a list.*
2) Disposals
   - Welborn Property - [**Moved to Executive Session**]
3) Development
   - Status of Fran's Property - *Discussion amongst the Board members ensued. No motions were made. There has been an inquiry that Michael Simon will follow up on.*

B. Policies, Procedures & Partnerships Committee
1) Policies
   - CDA Proposed Legislative Revisions - *Discussion amongst the Board members ensued. No motions were made. The amended bylaws need to be adopted. Also, the terms need to be amended. The vote will take place next meeting.*
2) Procedures
   - None pending - *Discussion amongst the Board members ensued. No motions were made.*
3) Partnerships
   - Organizational Memberships Updates
     - EDAA Liaison // Roberto - *Discussion amongst the Board members ensued. No motions were made.*
     - BBA Liaison // Tim - *Discussion amongst the Board members ensued. No motions were made. Matt Jaeh volunteered to assist with this organization since he is often in*

the vicinity.

- ACRE Liaison // Matt - *Discussion amongst the Board members ensued. No motions were made. Matt Jaeh has not gotten traction with this organization as of yet. At this time, the goals of the CDA do not match the direction the CDA is headed. The CDA will revisit the goals of partnering with organizations at a future meeting.*

VIII. Executive Session – *Attorney Josh Arnold deemed entering into executive session was appropriate. Motion to move into the Executive Session was made by Roberto Rodriguez; seconded by Tim German; the vote to enter was unanimous.*

Motion to exit the Executive Session was made by Matt Jaeh; seconded by Roberto Rodriguez; the vote to exit was unanimous.

IX. Election

A. 2023-2024 Officers

1) Term 12/1/2023 – 11/30/2024 - *Roberto Rodriguez was nominated for Chair by Tim German. Tim German was nominated as Vice Chair by Darius Foster. Matt Jaeh was nominated as Secretary/ Treasurer by Chair Foster.*

X. Attracting Small Businesses – *Tim German opened discussion to look at ways to bring in small businesses to Pelham and possibly offering incentives. Roberto Rodriguez suggested reaching out to Cordova to see what they are doing. Tim German and Roberto Rodriguez will make contact with Cordova. Matt Jaeh suggested creating a proposal and getting public support.*

XI. Call for Adjournment

Motion to adjourn was made by Roberto Rodriguez; seconded by Tim German; vote to approve was unanimous. The meeting adjourned at approximately 7:07 pm.