The City of Pelham
Commercial Development Authority Board (CDA) Meeting
January 23, 2023, at 6:00 p.m.
Council Conference Room - City Hall, Pelham, AL 35124
growpelham.com

MEETING MINUTES

I. Call to Order: **6pm** — Roberto Rodriguez, Board Chairman

Board Members Present: Roberto Rodreguez, Tim German, and Edna Fenton.

II. Agenda Approval, Additions, or Deletions — Robert Rodriguez, Board Chairman

Motion to approve: Vice Chair German, Second: Board Member Fenton. Vote was unanimous.

III. Approval of the Minutes from the November 21, 2023 CDA Board meeting

Motion to approve: Vice Chair German, Second: Board Member Fenton. Vote was unanimous.

IV. Finance — Matthew Jaeh, Secretary/Treasurer

A. 30-day Financial Report

Motion was made by Vice Chair German and seconded by Board Member Fenton to approve the financial report and to authorize the Chair to pay the unpaid property tax bills due for the balance of the Welborn Street property and the Fran's property. Vote was unanimous.

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

A. Pertinent Development Updates from City Hall

VI. Committees — Roberto Rodriguez, Board Chairman

A. Purchases, Disposals & Development Committee

1) Purchases
- None submitted

2) Disposals
- Welborn Property

A motion was made to provide the Board Chair the authorization needed to speak to the CDA Board attorney regarding the status of the draft Development Agreement with United Contracting & Design, LLC, as well as the current status of the removal of the existing billboard sign located on the Welborn property and the status of the "lease" with Lamar Signs. Motion to approve: Vice Chair German, Second: Board Member Fenton. Vote was unanimous.

A motion was made to schedule a Special Meeting or Special Executive Session with the CDA Board and United Contracting & Design, LLC, to finalize the terms of the draft Development Agreement. A date for the Special Meeting or Executive Session will be determined by consensus and notice provided to the public once determined. Motion to approve: Vice Chair German, Second: Board Member Fenton. Vote was unanimous.

3) Development
- Status of Fran's Property

Discussion took place amongst the Board whether or not to move forward with some level of geological or geotechnical report of the existing conditions of the land to be used in the recruitment of a future developer. The Board asked Michael Simon to work with the City's Development Services Director to draft a scope of work and obtain proposals that would be brought back to the Board for review at a future meeting.

(Minutes continue on the next page)

B. Policies, Procedures & Partnerships Committee

1) Policies

- Update - CDA Proposed Legislative Revisions

2) Procedures

A motion was made to remove the Policy and Procedures from future Agendas unless otherwise noted. Motion to approve: Vice Chair German, Second: Board Member Fenton. Vote was unanimous.

3) Partnerships

- Organizational Memberships Updates
  - EDAA Liaison // Roberto
  - BBA Liaison // Tim
  - ACRE Liaison // Matt

Discussion took place between the Board members regarding the current status of the CDA's membership within these organizations and whether or not it was in the best interest of the CDA to continue their membership. The consensus was that a membership with the Birmingham Business Alliance (BBA) and the Shelby County Chamber of Commerce was the most appropriate for the Authority. The CDA's membership with the BBA would include Michael Simon in order that he would attend events and activities alongside CDA Board members. A motion was made that the CDA establish memberships with the BBA and the Shelby County Chamber of Commerce, and the level of membership with the Shelby County Camber of Commerce not exceed $1,000. Motion to approve: Vice Chair German, Second: Board Member Fenton. Vote was unanimous.

VII. Executive Session (If determined necessary by the CDA Board) ***None***.

VIII. Call for Adjournment

A motion was made by Vice Chair German to adjourn the meeting at 7:15pm. Motion to approve: Board Member Fenton and seconded by Chair Rodriguez. Vote was unanimous.