



Commercial Development Authority Meeting Agenda

Pelham City Hall – Council Chambers

April 29, 2025 – 6:00 PM

**By General Consent of the Council, Agenda Items
May Be Added, Removed or Considered out of Order**

Proper notice of the regular scheduled meeting of the Pelham City Council was given in advance of such a public meeting and the notice remained posted throughout the scheduled meeting.

- A. Call to Order
Roberto Rodriguez, Board Chair
- B. Record of Attendance
Roberto Rodriguez, Board Chair
 - 1. Roll Call and Introduction of New Board Members:
 - a. Eden Roy – Place #1
 - b. Roberto Rodriguez – Place #2
 - c. Chris Arvin – Place #3
 - d. Matthew Jaeh – Place #4
 - e. Keltin Garret – Place #5
- C. Agenda Approval, Additions or Deletions
Roberto Rodriguez, Board Chair
- D. Review and Approval of Minutes
Matthew Jaeh, Secretary/Treasurer
 - 1. Approval of minutes of March 18, 2025 meeting of the Commercial Development Authority.
- E. Finance
Matthew Jaeh, Secretary/Treasurer
 - 1. Financial Report
- F. Marketing & Status of Properties Owned by CDA
 - 1. CDA Owned:
 - a. 1908 Montgomery Highway
 - b. 1910 Montgomery Highway
 - c. Wellborn Property

d. Fran's Property

2. Continue Discussion Regarding Marketing
 - a. Lamar Sign
 - b. Business Website

G. Economic Development Update

1. Progress on Plan Pelham, City Manager Gretchen DiFante

H. Adjournment

Roberto Rodriguez, Board Chair

COMMERCIAL DEVELOPMENT AUTHORITY

April 7, 2025

<u>NAME</u>		<u>TERM EXPIRATION</u>
Eden Roy 156 Grey Oaks Court Pelham, AL 35124 205.567.4760 eden.wroy@gmail.com	(Place No. 1)	03/15/2027
Roberto Rodriguez (Chair) 2116 Aaron Road Pelham, AL 35124 205.482.8226 roberto@trashtaxiAL.com berteaux521@gmail.com	(Place No. 2)	03/15/2027
Chris Arvin 100 Weatherly Way Pelham, AL 35124 205.243.4258 chris@apconstructs.com	(Place No. 3)	03/15/2029
Matthew Jaeh (Sec/Treasurer) 3001 Camellia Ridge Court Pelham, AL 35124 205.913.0659 matt@jaehdawg.com	(Place No. 4)	03/15/2029
Keltin Garrett 164 Stonehaven Drive Pelham, AL 35124 334.392.2139 keltinjd@gmail.com	(Place No. 5)	03/15/2029
Maurice Mercer 163 Windsor Lane Pelham, AL 35124 205.937.3092 mm@pelhamalabama.gov	Council Liaison	11/03/2025

TERM: 4 Years

Established by Resolution 2014-06-16-05, June 16, 2014
Pursuant to Sections 11-54-170 through 11-54-192, Code of Alabama (1975), as amended.

Section 11-54-176

Board of directors; composition; election; terms; vacancies; qualifications; expenses; removal.

Each authority shall be governed by a board of directors. All powers of the authority shall be exercised by the board or pursuant to its authorization. The board shall consist of five directors who shall be elected by the governing body of the authorizing municipality for staggered terms as hereinafter provided. The governing body of the authorizing municipality shall specify for which term each director is elected. The initial terms of office of two such directors shall begin immediately upon their respective elections and shall end at 12:01 o'clock, A.M., on March 15 of the first succeeding odd-numbered calendar year following their election. The initial terms of office of three such directors shall begin immediately upon their respective elections and shall end at 12:01 o'clock, A.M., March 15 of the second succeeding odd-numbered calendar year following their election. Thereafter, the term of office of each such director shall be four years. If at the expiration of any term of office of any director, a successor thereto shall not have been elected, then the director whose term of office shall have expired shall continue to hold office until his successor shall be so elected. If at any time there should be a vacancy on the board, a successor director to serve for the unexpired term applicable to such vacancy shall be elected by the governing body of the authorizing municipality. No officer of the state or of any county or municipality shall, during his tenure as such officer, be eligible to serve as a director. Each director must be a duly qualified elector of the authorizing municipality. Directors shall be eligible for reelection. Each director shall be reimbursed for expenses actually incurred by him in and about the performance of his duties. Any director of the authority may be impeached and removed from office in the same manner and on the same grounds provided in Section 175 of the Constitution of Alabama and the general laws of the state for impeachment and removal of the officers mentioned in Section 175.

(Acts 1980, No. 80-648, p. 1235, §7.)

Section 11-54-177

Officers of the authority.

The officers of an authority shall consist of a chairman, vice chairman, secretary, treasurer, and such other officers as its board shall deem necessary or appropriate. The offices of secretary and treasurer may, but need not, be held by the same person. The chairman and vice chairman of an authority shall be elected by the board from the membership thereof; the secretary, the treasurer, and any other officers of the authority may, but need not, be members of the board and shall also be elected by the board. The chairman, vice chairman, secretary and treasurer of the authority shall also be the chairman, vice chairman, secretary and treasurer of the board, respectively.

(Acts 1980, No. 80-648, p. 1235, §8.)

Section 11-54-178

Powers of authority; location of projects; public meetings.

(a) An authority shall have the following powers, together with all powers incidental thereto or necessary to the discharge thereof in corporate form:

(1) To have succession by its corporate name for the duration of time (which may be perpetuity, subject to the provisions of Section 11-54-189) specified in its certificate of incorporation.

(2) To sue and be sued in its own name and to prosecute and defend civil actions in any court having jurisdiction of the subject matter and of the parties.

(3) To adopt and make use of a corporate seal and to alter the same at pleasure.

(4) To adopt and alter bylaws for the regulation and conduct of its affairs and business.

(5) To acquire, whether by purchase, construction, exchange, gift, lease, or otherwise and to refinance existing indebtedness on, improve, maintain, equip, and furnish one or more projects, including all real and personal properties which the board of the authority may deem necessary in connection therewith, regardless of whether or not any such projects shall then be in existence.

(6) To lease to others any or all of its projects and to charge and collect rent therefor, and to terminate any such lease upon the failure of the lessee to comply with any of the obligations thereof.

(7) To sell, purchase, exchange, donate, or convey and to grant options to any lessee to acquire any of its projects and any or all of its properties whenever its board shall find any such action to be in furtherance of the purposes for which the authority was organized.

(8) To issue its bonds for the purpose of carrying out any of its powers.

(9) To mortgage and pledge any or all of its projects or any part or parts thereof, as security for the payment of the principal of and interest on any bonds so issued and any agreements made in connection therewith, whether then owned or thereafter acquired, and to pledge the revenues and receipts therefrom or from any thereof.

(10) To execute and deliver, in accordance with the provisions of this section and Section 11-54-179, mortgages and deeds of trust and trust indentures, or either.

(11) To appoint, employ, contract with, and provide for the compensation of, such officers, employees, and agents, including but without limitation to engineers, attorneys, management consultants, and fiscal advisers, as the board shall deem necessary for the conduct of the business of the authority.

(12) To provide for such insurance as the board may deem advisable.

(13) To make, enter into, and execute such contracts, agreements, leases, and other instruments and to take such other actions as may be necessary or convenient to accomplish any purpose for which the authority was organized or to exercise any power expressly granted hereunder.

(14) To require payments in lieu of taxes to be made by the lessee of the project to either the authority or the municipality.

(b) All projects of an authority shall be located wholly or partly within the corporate limits of its authorizing municipality and (1) shall be wholly within areas for which either a redevelopment plan has been prepared and approved pursuant to the provisions of Section 24-2-4, as the section may at any time exist, or an urban renewal plan has been prepared and approved pursuant to the provisions of Section 24-3-3 as the section may at any time exist, or (2) shall include as a part of the project facilities with respect to which an urban development action grant has been made under Section 119 of the Housing and Community Development Act of 1974, as the section may at any time exist.

(c) All meetings of the board of an authority for any purpose shall be open to the public.

(Acts 1980, No. 80-648, p. 1235, §9; Act 2012-538, p. 1599, §1.)

The City of Pelham
Commercial Development Authority Board (CDA) Meeting
March, 18 2025, at 6:00 p.m.
Council Conference Room - City Hall,
Pelham, AL 35124



MEETING MINUTES

CDA Board Members in Attendance: Roberto Rodriguez, Board Chair, Matthew Jaeh, Secretary/Treasurer, and Darius Foster.

- I. Call to Order: **6:03 p.m.** Roberto Rodriguez, Board Chair
- II. Agenda Approval, Additions, or Deletions Roberto Rodriguez, Board Chair
A motion to approve the agenda as presented was made by Board Secretary/Treasurer, Matthew Jaeh, and seconded by Board member Darius Foster. The vote was unanimously approved.
- III. Executive Session
A motion to recess the meeting and enter into an executive session for the purpose of discussing the purchase/sale of real estate was made by Board Secretary/Treasurer, Matthew Jaeh, and seconded by Board member Darius Foster. The vote was unanimously approved.
- IV. Approval of the Minutes from the February 18, 2025, CDA Board meeting
A Motion to approve the minutes as presented was made by Board Chair Roberto Rodriguez and seconded by Board member Darius Foster. The vote was unanimously approved.
- V. Finance Matthew Jaeh, Secretary/Treasurer
The Financial Report was presented by Matthew Jaeh, Secretary/Treasurer. A motion was made by Board member Darius Foster to accept the report as presented and seconded by Board Chair Roberto Rodriguez. The vote was unanimously approved.
- VI. Marketing and Demo Status of Properties Owned by CDA:

CDA Owned:
 - i. 1908 Montgomery Highway & 1910 Montgomery Highway
Discussion on properties with no action.
 - ii. Welborn Property and Fran's Property Updates:
Discussion on properties with no action.
 - iii. Discussion regarding marketing:

1. Commercial Brokerage Representation and Compensation – Susan Kelley
A motion to enter into a contract with Susan Kelley to serve as the CDA's commercial brokerage representative by Matthew Jaeh, Secretary/Treasurer and seconded by Board member Darius Foster. The vote was unanimously approved.
2. Lamar Sign from north entrance into city: Promote Pelham
There was a discussion regarding whether to utilize an existing sign on recently purchased property as a welcome sign. The discussion concluded with no action taken at this time.
3. Simple website or large full business listing of all businesses located in Pelham with QRC to be managed by outside service provider.
 - a. ExplorePelhamAl.com; Moxey; AlabamaBusiness.vip.
There was a discussion in conjunction with item number iii(2) which concluded with no action taken at this time.

VII. Economic Development Updates Gretchen DiFante, City Manager
The City Manager provided an update on recent developments in the City of Pelham. An update on Plan Pelham will be provided at the next meeting.

VIII. Call for Adjournment
A motion to adjourn was made by Board member Darius Foster and seconded by Board Secretary/Treasurer, Matthew Jaeh. The vote was unanimously approved and the meeting adjourned at 7:13 p.m.

THE COMMERCIAL DEVELOPMENT AUTHORITY OF THE CITY OF PELHAM

Transaction Detail by Account

March 1 through April 29, 2025

Type	Date	Num	Name	Memo	Clr	Split	Debit	Credit	Balance
3845 · CENTRAL STATE BANK - OPERATING									
Deposit	03/19/2025		CDA of Pelham	Pay Down LOC	X	0265 · CENTR...	253,723.17		253,723.17
Check	03/19/2025		CDA of Pelham	Pay Down LOC	X	2710 · LINE OF...		253,723.17	0.00
Deposit	03/26/2025		CITY OF PELHAM	January Taxes	X	4020 · MONTH...	18,275.07		18,275.07
Deposit	04/28/2025		CITY OF PELHAM	February Taxes		4020 · MONTH...	26,720.40		44,995.47
Total 3845 · CENTRAL STATE BANK - OPERATING							298,718.64	253,723.17	44,995.47
1311 · LAND									
General Journal	03/19/2025	YE 3	CDA of Pelham	Balance for pr...		2710 · LINE OF...	253,723.17		253,723.17
Total 1311 · LAND							253,723.17	0.00	253,723.17
0265 · CENTRAL STATE BANK - CD									
Deposit	03/19/2025		CDA of Pelham	Pay Down LOC		3845 · CENTR...		253,723.17	-253,723.17
Total 0265 · CENTRAL STATE BANK - CD							0.00	253,723.17	-253,723.17
2710 · LINE OF CREDIT - CITY OF PELHAM									
General Journal	03/17/2025	YE 2	CITY OF PELHAM	Adjustment - S...		8440 · MISCEL...		212.05	-212.05
Check	03/19/2025		CDA of Pelham	Pay Down LOC		3845 · CENTR...	253,723.17		253,511.12
General Journal	03/19/2025	YE 3	CDA of Pelham	Balance for pr...		1311 · LAND		253,723.17	-212.05
Total 2710 · LINE OF CREDIT - CITY OF PELHAM							253,723.17	253,935.22	-212.05
4020 · MONTHLY PAYMENT - LODGING TAX									
Deposit	03/26/2025		CITY OF PELHAM	January Taxes		3845 · CENTR...		18,275.07	-18,275.07
Deposit	04/28/2025		CITY OF PELHAM	February Taxes		3845 · CENTR...		26,720.40	-44,995.47
Total 4020 · MONTHLY PAYMENT - LODGING TAX							0.00	44,995.47	-44,995.47
8440 · MISCELLANEOUS									
General Journal	03/17/2025	YE 2	CITY OF PELHAM	Adjustment - S...		2710 · LINE OF...	212.05		212.05
Total 8440 · MISCELLANEOUS							212.05	0.00	212.05
TOTAL							806,377.03	806,377.03	0.00

Adjusted Trial Balance

January 1 through April 29, 2025

	Unadjusted Balance		Adjustments		Adjusted Balance	
	Debit	Credit	Debit	Credit	Debit	Credit
1030 · REGIONS CHECKING	2,770.16				2,770.16	
3845 · CENTRAL STATE BANK - OPERATING	82,382.46				82,382.46	
3853 · CENTRAL STATE BANK - HOLDING	100,000.00				100,000.00	
11000 · Accounts Receivable	250.00				250.00	
1310 · BUILDING & BUILDING IMPROVEMENT	253,423.91				253,423.91	
1311 · LAND	2,148,409.90				2,148,409.90	
1315 · LAND IMPROVEMENTS	179,049.01				179,049.01	
1320 · OFFICE FURNITURE AND EQUIPMENT	299.00				299.00	
0265 · CENTRAL STATE BANK - CD	746,276.83				746,276.83	
2710 · LINE OF CREDIT - CITY OF PELHAM	0.00				0.00	
3500 · NET POSITION		3,427,609.56				3,427,609.56
4020 · MONTHLY PAYMENT - LODGING TAX		90,463.76				90,463.76
8340 · INSURANCE- BUSINESS	5,000.00				5,000.00	
8440 · MISCELLANEOUS	212.05				212.05	
TOTAL	3,518,073.32	3,518,073.32	0.00	0.00	3,518,073.32	3,518,073.32