Commercial Development Authority Meeting Agenda

Pelham City Hall - Council Work Room
May 20, 2025 – 6:00 PM

A. Call to Order

B. Record of Attendance

C. Executive Session
Executive session to discuss the purchase or sale of real estate.

1. Memorandum from Attorney Josh Arnold advising on appropriateness of executive session.

D. Agenda Approval, Additions or Deletions

E. Review and Approval of Minutes

1. Approval of minutes of April 29, 2025 Commercial Development Authority meeting.

F. Finance

1. Presentation and approval of Finance Report.

2. Approval for payment of invoice for legal services from Fortune, Beard, Arnold, Graham, & Arnold, LLP in the amount of $4,150.

G. Marketing & Status of Properties Owned by CDA

1. CDA Owned

   a. 1908 Montgomery Highway

   b. 1910 Montgomery Highway

   c. Wellborn Property (2786 Pelham Parkway)

   d. Fran's Property (3103 Pelham Parkway)

2. Continue Discussion Regarding Marketing

   a. Lamar Sign

   b. Business Website

   c. Discussion regarding contract with Susan Kelly of ARC realty to market CDA owned

properties.

H. Economic Development Update

I. Adjournment

May 20, 2025

Members of the City of Pelham Commercial Development Authority
P.O. Box 1419
Pelham, AL 35124

Re: Opinion on Applicability of Executive Session

Dear Commercial Development Authority Members:

This is to advise the members of the City of Pelham Commercial Development Authority ("CDA") that I have reviewed the matters on which the CDA is considering convening an executive session for discussion regarding the consideration the governmental body is willing to offer or accept when considering the purchase, sale, exchange, lease, or market value of real property and to discuss preliminary negotiations involving matters of trade or commerce in which the governmental body is in competition with private individuals or entities or other governmental bodies in Alabama or in other states or foreign nations or to discuss matters or information of the character defined or described in the Alabama Trade Secrets Act. I have determined that, in my legal opinion, this matter is appropriate for executive session under Section 36-25A-7(a)(6) and (7), Code of Alabama 1975, as amended.

Pursuant to Section 36-25A-7(a)(6) and (7), a copy of this letter should be attached to the minutes of the CDA meeting wherein the CDA considers the motion to convene an executive session to discuss this matter.

Very truly yours,

Joshua D. Arnold
Attorney for the City of Pelham Commercial
Development Authority
Alabama Bar No. ASB-0018-A28A

Commercial Development Authority Meeting Minutes

Pelham City Hall - Council Work Room
April 29, 2025 – 6:00 PM

A. Call to Order

The meeting was called to order by Commercial Development Chairperson Roberto Rodriguez on April 29, 2005 at 6:00 PM.

B. Record of Attendance

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

Four out of five members were recorded as present, absent was Chris Arvin, Board Member, Place 3. Chairperson Roberto Rodriquez allowed board members to introduce themselves and each spoke briefly to provide a quick background of themselves and their backgrounds. Also present were Pelham City Manager Gretchen Difante, Assistant City Manager Justin Smith, and City of Pelham Director of Development Services and Public Works (DSPW), Andre Bittas, along with members of the public.

C. Agenda Approval, Additions or Deletions

Motion to approve adding a discussion regarding contract with Susan Kelly of ARC Realty to agenda under Marketing section. Motion was made by Matthew Jaeh and seconded by Keltin Garrett. Motion passed unanimously.

D. Review and Approval of Minutes

1. Approval of minutes of March 18, 2025 meeting of the Commercial Development Authority.

A discussion was entered into to introduce new board members to how meeting minutes are organized and where to find past minutes. A motion was made by Matthew Jaeh to approve the Minutes of the March 18, 2025 meeting as presented. The motion was seconded by Keltin Garrett and passed unanimously.

E. Finance

1. Financial Report

Secretary/Treasurer MJ presented the Finance report and provided an update on the CDA's financial status and strategies. Motion was made by Eden Roy to accept the finance report as

presented. The motion was seconded by Keltin Garrett and passed unanimously.

2. **Resolution to renew and reauthorize a letter of credit with Central State Bank in the amount of $1,500,000.**
Matthew Jaeh introduced an additional item to be considered that was not initially on the agenda regarding the renewal and reauthorization of the existing line of credit with Central State Bank in the amount of $1,500,000. A motion was made by Matthew Jaeh to renew and reauthorize the line of credit with Central State Bank in the amount of $1,500,000. The motion was seconded by Eden Roy and passed unanimously.

F. **Marketing & Status of Properties Owned by CDA**

1. **CDA Owned:**
City of Pelham DSPW Director, Andre Bittas was introduced to give an update on required next steps for demolition of the former Metro PCS building and adjoining site located at 1908 and 1910 Montgomery Highway. Phase 1 Environmental assessment has been completed. Underground storage tanks were found at site of former gas station (1910). The tanks are still in an "open" status with ADEM. The condition of the tanks is unknown. We need to do a Phase 2 and work with ADEM to achieve closure of the tanks. The former Metro PCS building (1908) needs an Asbestos Survey. Proposal for Atlas presented to the Board. If no Asbestos, we can send a letter notifying ADEM of demolition. If Asbestos is found, must perform abatement before demolition. At that point, site will have all asphalt removed from both sites and be landscaped.

a. **1908 Montgomery Highway**
The Chair recognized City of Pelham Director of Development Services and Public Works, Andre Bittas. Mr. Bittas reported that prior to demolishing the former T-Mobile store located on the property an assessment must be conducted to determine whether there was a presence of Asbestos and if any remediation is necessary. A proposal was submitted to the CDA by Atlas Technical Consultants to perform the Asbestos Survey with total estimated costs of $3,500. Motion was made by Matthew Jaeh to approve executing the proposed Client Services Agreement with Atlas Technical Consultants for $3,500. Motion was seconded by Keltin Garrett and approved unanimously. The City was asked to assist in facilitating the engagement of Atlas on behalf of the CDA.

b. **1910 Montgomery Highway**
The Chair recognized City of Pelham Director of Development Services and Public Works, Andre Bittas. Mr. Bittas explained the need to transfer ownership of the underground storage tanks present on the site to the CDA so that the CDA can apply for closure of the tanks. Motion was made by Matthew Jaeh to create a resolution allowing the City of complete the ADEM form on behalf of the CDA. It was approved unanimously.

c. **Wellborn Property (2786 Pelham Parkway)**
Discussion was entered into around the need to clean this property up. Motion was made by Matthew Jaeh to approve up to $3,000.00 for maintance to the property as needed over the next 6 months. Motion was seconded by Eden Roy and passed unanimously.

d. **Fran's Property (3103 Pelham Parkway)**
Discussion was entered into regarding the future of this site as well as its viability as a food truck location. No action was taken.

2. Continue Discussion Regarding Marketing

a. Lamar Sign

Brief discussion and introduction of the item by Roberto Rodriguez. Any potential action was deferred to a future meeting and no action was taken.

b. Business Website

Brief discussion and introduction of the item by Roberto Rodriguez. Any potential action was deferred to a future meeting and no action was taken.

c. Discussion regarding contract with Susan Kelly of ARC realty to market CDA owned properties.

After being added to the agenda, the item was skipped with no discussion and no action.

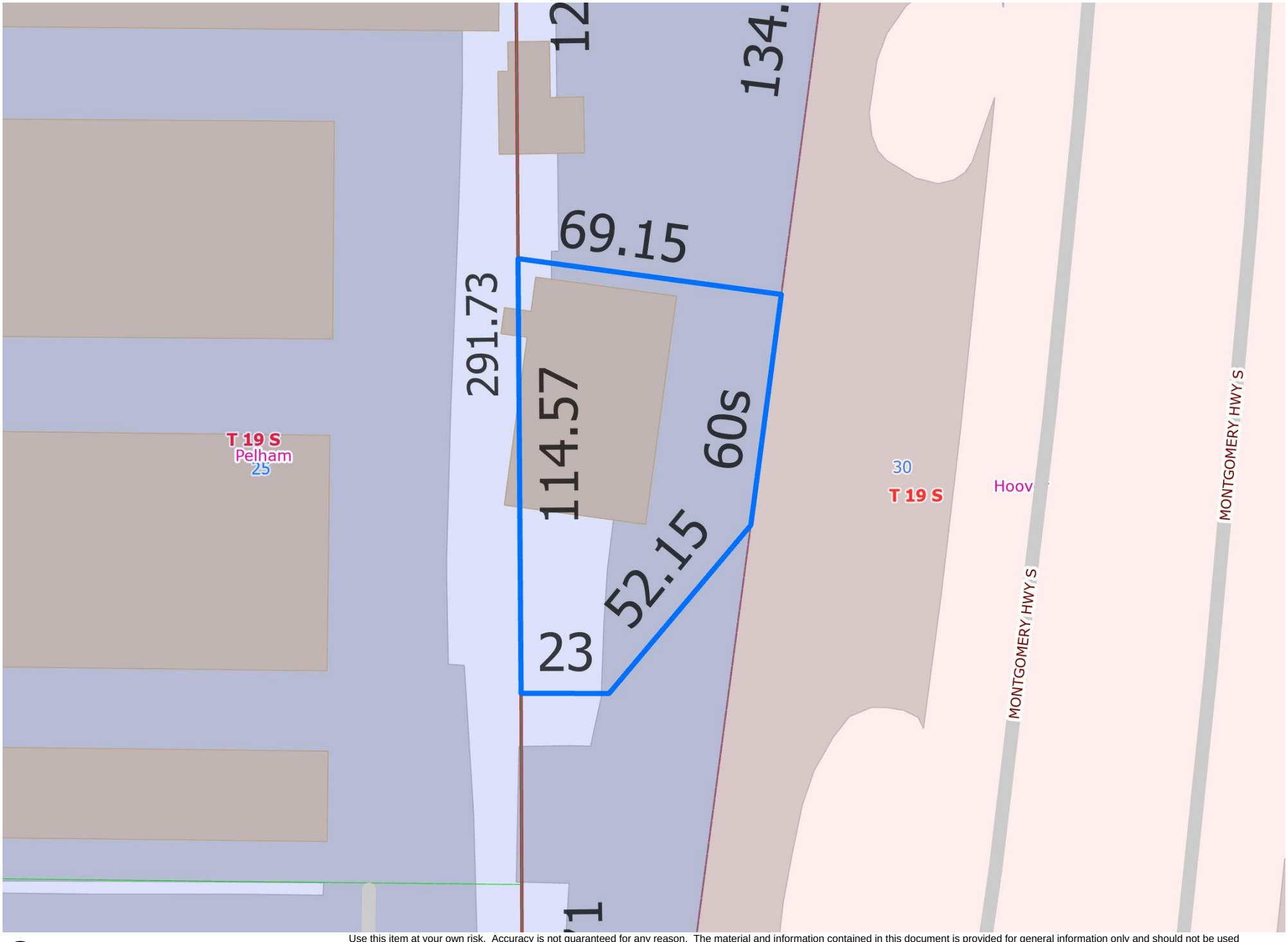
G. Economic Development Update

1. Progress on Plan Pelham, City Manager Gretchen DiFante

Pelham City Manager, Gretchen DiFante gave brief update on recent Pelham history before presenting an update on Progress toward Plan Pelham, the City's Comprehensive Plan.

H. Adjournment

A motion was made to adjourn by Matthew Jaeh. The Motion was seconded by Keltin Garrett. It was approved unanimously. The meeting was adjourned at 8:41 PM.



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Shelby County, AL Property Record Information

PIN#: 10 9 30 0 002 006.000	Assessment Year: 2024	T19S R02W Sec30

Owner Name	Owner Name
ALSAYED AYMAN	

Address	Address	City, State Zip
5983 WATERSIDE DR		HOOVER, AL 35244

Site Information

Subdivision Name:	Primary Lot:	Secondary Lot:
Block: 000	Map Book: 0	Map Page: 0
Lot Dimension 1: 60	Lot Dimension 2: 69.15	Acres: 0.14
Municipality: Pelham		

Description

COM NW COR SW1/4 SW1/4 S125 ALG W LN SEC 30 TO POB CONT S114.57 ALG SEC LN
E23 NE52.15 TO W ROW US HWY 31 NELY60(S) ALG ROW W69.15 TO POB

Remarks

DB 286 P 140;DB 03 P 634;ST CERT #58-93-0053 CV98-365

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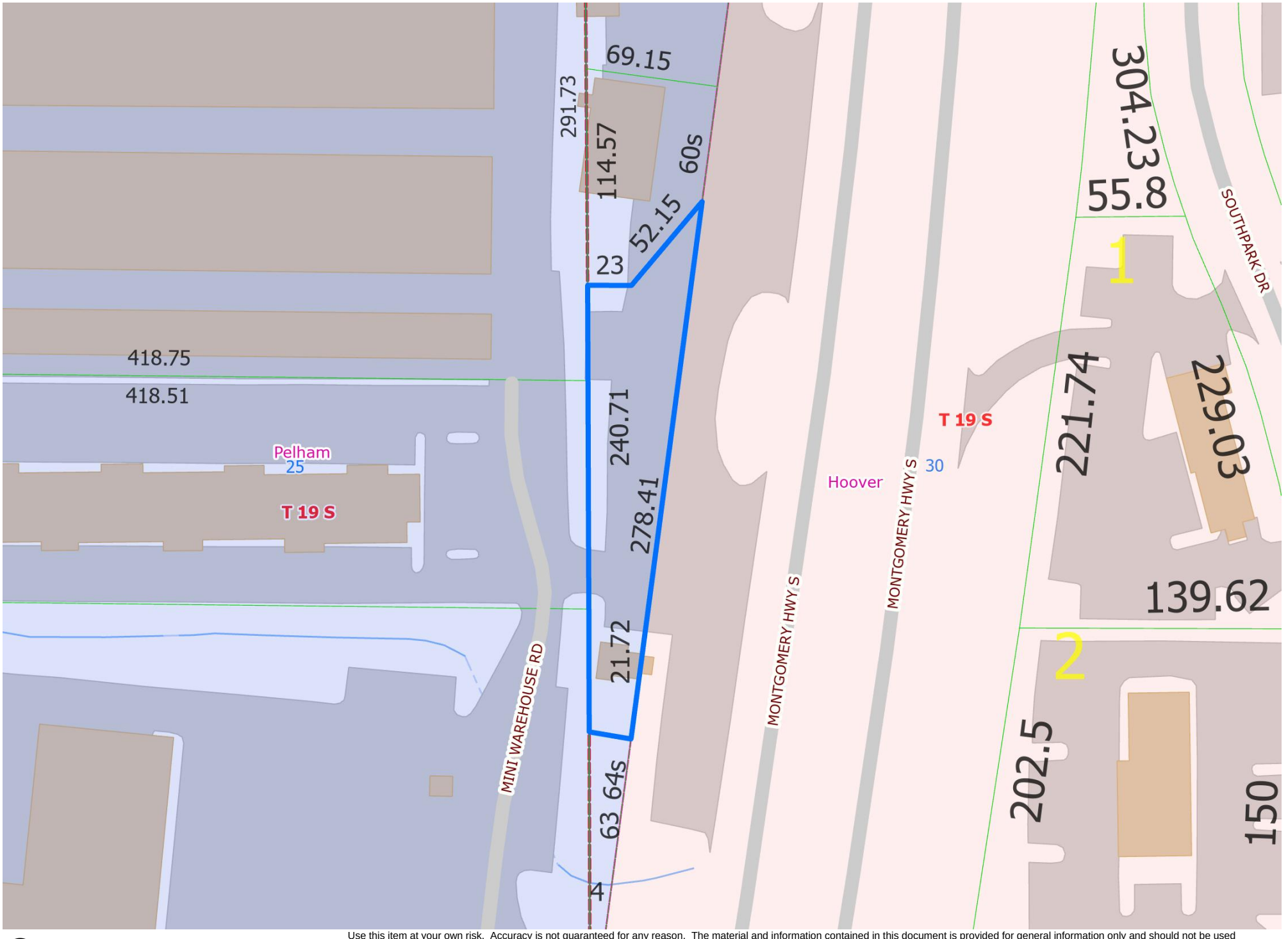

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Shelby County, AL Property Record Information

PIN#: 10 9 30 0 002 006.001	Assessment Year: 2024	T19S R02W Sec30

Owner Name	Owner Name
KHADAIR SALMAN	

Address	Address	City, State Zip
279 TRACE RIDGE RD		HOOVER, AL 35244

Site Information

Subdivision Name:	Primary Lot:	Secondary Lot:
Block: 000	Map Book: 0	Map Page: 0
Lot Dimension 1: 278.41	Lot Dimension 2: 52.15	Acres: 0.204
Municipality: Pelham		

Description

COM NW COR OF SW1/4 SW1/4 SEC 30 T19S R2W TH S 239.57 TO POBTH S 240.71 TH E 21.72 TH NE 278.41 TH SW 52.15 TH W 23.04 TO POB

Remarks

DB 334 P 314;STATE CERTIF 58-88-0023

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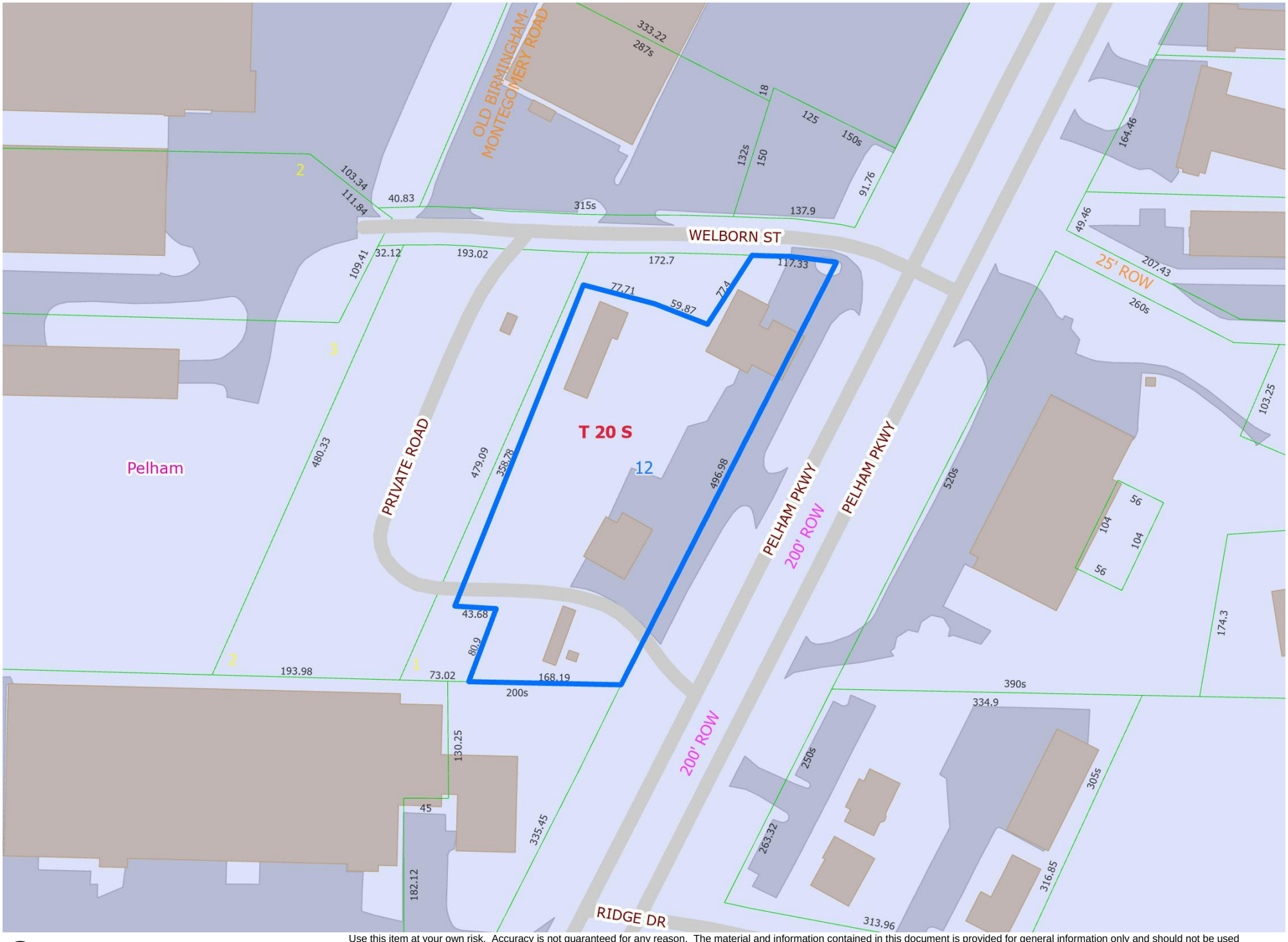

Shelby County Land Information
Date Printed: 05/16/2025

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Shelby County, AL Property Record Information

PIN#: 13 1 12 1 001 019.000	Assessment Year: 2024	T20S R03W Sec12

Owner Name	Owner Name
COMMERCIAL DEVELOPMENT AUTHORITY OF THE	

Address	Address	City, State Zip
PO BOX 1419		PELHAM, AL 35124

Site Information

Subdivision Name:	Primary Lot:	Secondary Lot:
Block: 000	Map Book: 0	Map Page: 0
Lot Dimension 1: 117.33	Lot Dimension 2: 496.98	Acres: 2.31
Municipality: Pelham		

Description

COM SW COR SE1/4 NW1/4 E 1358.42 TO POB CONT E168.19 TO W ROW PELHAM PARKWAY NE ALG ROW 496.98 TO S ROW WELBORN STREET WLY ALG ROW 117.33 SW77.4 NWLY137.58 SWY358.78 E43.69 SW80.9 TO POB

Remarks

DB 315 P 495;RB 220 P 041;

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Shelby County, AL Property Record Information

PIN#: 13 6 13 3 001 022.000	Assessment Year: 2024	T20S R03W Sec13

Owner Name	Owner Name
COMMERCIAL DEVELOPMENT AUTHORITY OF THE	

Address	Address	City, State Zip
PO BOX 1419		PELHAM, AL 35124

Site Information

Subdivision Name: PELHAM ESTATES RES LOT 5A RES LTS 4 5 6 BLK	Primary Lot: 5A-1	Secondary Lot:
Block: 2	Map Book: 56	Map Page: 36
Lot Dimension 1: 199.8	Lot Dimension 2: 296.65	Acres: 3.9
Municipality: Pelham		

Description

Remarks

DB 243 P 895;

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