Commercial Development Authority Agenda

Pelham City Hall - Council Work Room
November 10, 2025 – 6:00 PM

A. Call to Order

B. Record of Attendance

C. Agenda Approval, Additions or Deletions

D. Review and Approval of Minutes

1. Approval of minutes of the October 21, 2025 meeting of the Commercial Development Authority.

E. Special Guests
Introduction of Special Guests

1. Pelham BEAT

F. Finance

1. Presentation and approval of Finance Report.

2. FY2026 Budget Discussion

G. Marketing & Status of Properties Owned by CDA

1. 1908 & 1910 Montgomery Highway

2. Wellborn Property (2786 Pelham Parkway)

3. Fran's Property (3103 Pelham Parkway)

H. Economic Development Update

1. Assistant City Manager, Justin Smith

I. Executive Session

J. Adjournment

Commercial Development Authority Minutes

Pelham City Hall - Council Work Room
October 21, 2025 – 6:00 PM

Call to Order

The October 21, 2025 meeting of the City of Pelham's Commercial Development Authority was called to order by Chairman Roberto Rodriguez at 6:01 PM.

Record of Attendance

Attendance was taken, with all five members answering "Present" and establishing a quorum.

Agenda Approval, Additions or Deletions

Motion to approve the agenda as presented was made by Matthew Jaeh, seconded by Keltin Garrett and approved by all members present.

Review and Approval of Minutes

1. Approval of Minutes of September 16, 2025 Commercial Development Authority Meeting

Motion was made by Keltin Garrett to approve the minutes of the September 16th, 2025 meeting of the Commercial Development Authority as presented. The motion received a second from Matthew Jaeh and was approved by all members present.

Finance

1. Presentation and approval of Finance Report.

Mattew Jaeh made a motion to approve the financials as presented. The motion received a second from Eden Roy and passed unanimously by all members present.

Marketing & Status of Properties Owned by CDA

In addition to the properties outlined on the agenda, there was additional discussion in this block regarding work in the community being done by the Pelham BEAT and other recent developments in the community. This was limited to discussion with no action taken.

1. 1908 / 1910 Montgomery Highway

A brief discussion took place to update the board on the status of these two properties and what is being done to close out the environmental issues on the site before demolition takes place. The discussion concluded with no further action by the board.

2. Wellborn Property (2786 Pelham Parkway)

A brief discussion took place regarding the physical appearance of the property and noting that there are two proposals received regarding potential sale and development of this property. Bill Warren from LAH Realty was in attendance to answer any questions about the proposal from his client. The discussion concluded with no action by the board.

3. Fran's Property (3103 Pelham Parkway)

A brief discussion took place regarding the physical appearance of the property and the use of the property as a food truck site.

Executive Session

A motion was made by Eden Roy to recess the meeting at 6:28 for the purposes of entering executive session for the purposes of discussing the purchase and sale of real estate. A second was offered by Keltin Garrett. The motion was approved unanimously by all members present.

1. Opinion of CDA Attorney

Adjournment

Exective session concluded and the meeting was reconvened at 7:33 PM. Additional discussion took place with Bill Warren from LAH Real Estate regarding the proposal from his client for the Wellborn property. A motion to adjourn was made at 7:43 by Eden Roy and Seconded by Chris Arvin. Motion was approved unanimously by all members present.

THE COMMERCIAL DEVELOPMENT AUTHORITY OF THE CITY OF PELHAM
Adjusted Trial Balance
October 1 through November 10, 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	292,843.20				292,843.20	
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	774,676.79				774,676.79	
2710 · LINE OF CREDIT - CITY OF PELHAM	0.00				0.00	
3500 · NET POSITION		3,431,513.67				3,431,513.67
4020 · MONTHLY PAYMENT - LODGING TAX		314,813.48				314,813.48
4240 · MISCELLANEOUS INCOME		24,495.85				24,495.85
8340 · INSURANCE- BUSINESS	5,000.00				5,000.00	
8440 · MISCELLANEOUS	212.05				212.05	
8580 · PROFESSIONAL FEES	9,890.00				9,890.00	
8680 · REPAIRS AND MAINTENANCE	3,906.00				3,906.00	
8950 · UTILITIES - WATER	92.98				92.98	
TOTAL	**3,770,823.00**	**3,770,823.00**	**0.00**	**0.00**	**3,770,823.00**	**3,770,823.00**

THE COMMERCIAL DEVELOPMENT AUTHORITY OF THE CITY OF PELHAM
Transaction Detail by Account
October 1 through November 10, 2025

Type	Date	Num	Name	Memo	Clr	Split	Debit	Credit	Balance
3845 · CENTRAL STATE BANK - OPERATING									
Deposit	10/29/2025		CITY OF PELHAM	AUGUST 202...	X	4020 · MONTH...	29,814.58		29,814.58
Total 3845 · CENTRAL STATE BANK - OPERATING							29,814.58	0.00	29,814.58
0265 · CENTRAL STATE BANK - CD									
General Journal	10/17/2025	YE 15	Central State Bank	Interest		4240 · MISCEL...	2,494.25		2,494.25
Total 0265 · CENTRAL STATE BANK - CD							2,494.25	0.00	2,494.25
4020 · MONTHLY PAYMENT - LODGING TAX									
Deposit	10/29/2025		CITY OF PELHAM	AUGUST 202...		3845 · CENTR...		29,814.58	-29,814.58
Total 4020 · MONTHLY PAYMENT - LODGING TAX							0.00	29,814.58	-29,814.58
4240 · MISCELLANEOUS INCOME									
General Journal	10/17/2025	YE 15	Central State Bank	Interest		0265 · CENTR...		2,494.25	-2,494.25
Total 4240 · MISCELLANEOUS INCOME							0.00	2,494.25	-2,494.25
TOTAL							**32,308.83**	**32,308.83**	**0.00**