



# Commercial Development Authority Agenda

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Pelham City Hall - Council Work Room  
August 18, 2026 – 4:00 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 July 21, 2026 meeting of the Commercial Development Authority
- E. Finance
  - 1. Presentation and approval of the Finance Report
- F. Marketing & Status of Properties Owned by CDA
  - 1. 1908 & 1910 Montgomery Highway
  - 2. Wellborn Property (2786 Montgomery Highway)
  - 3. Fran's Property (3103 Pelham Parkway)
- G. Economic Development Update
- H. Executive Session
- I. Adjournment



# Commercial Development Authority Minutes

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Pelham City Hall - Council Work Room  
July 21, 2026 – 4:00 PM

## **Call to Order**

The July 21, 2026 meeting of the Commercial Development Authority was called to order by Chairman Roberto Rodriguez at 4:03 PM.

## **Record of Attendance**

A record of attendance was taken. Present were members Keltin Garrett, Christopher Arvin, Secretary/Treasurer Matthew Jaeh, and Chairman Roberto Rodriguez.

## **Agenda Approval, Additions or Deletions**

A motion was made by Matthew Jaeh to approve the agenda as presented and seconded by Christopher Arvin. The agenda was approved unanimously by all members present.

## **Review and Approval of Minutes**

### **1. Approval of minutes of the July 1, 2026 meeting of the Commercial Development Authority**

A motion was made to approve the minutes of the July 1, 2026 meeting of the Commercial Development Authority by Keltin Garrett. The motion was seconded by Christopher Arvin. The minutes were approved unanimously by all members present.

## **Finance**

### **1. Presentation and approval of the Finance Report**

A motion was made to approve the June and July 2026 Finance Reports as presented by Keltin Garrett and seconded by Roberto Rodriguez. The Finance reports were approved by all members present.

## **Marketing & Status of Properties Owned by CDA**

### **1. 1908 & 1910 Montgomery Highway**

#### **a. Future use, Maintenance Discussion**

After a discussion regarding future use and maintenance of the property, a motion was made by Keltin Garrett to transfer ownership of the property to the city for \$1.00, contingent upon the city's acceptance of the same. The motion was seconded by Roberto Rodriguez and approved by all members present.

### **2. Wellborn Property (2786 Montgomery Highway)**

A motion was made to approve up to \$1,200 for ongoing maintenance of the property by Matthew Jaeh. It was seconded by Christopher Arvin. The motion was approved unanimously by all members present.

### **3. Fran's Property (3103 Pelham Parkway)**

A brief discussion took place with no action.

## **Economic Development Update**

Assistant City Manager Justin Smith provided a brief economic development update from the City.

**Executive Session**

The Assistant City Manager read an opinion from the CDA attorney that an executive session was appropriate to discuss the purchase and sale of real property.

A motion was made to recess the CDA meeting for the purposes of going into Executive Session by Keltin Garrett and seconded by Christopher Arvin. The motion was approved by all members present.

A motion was made to enter executive session by Christopher Arvin and seconded by Keltin Garrett. The motion was approved by all members present.

At the conclusion of the session, a motion was made by Matthew Jaeh to close executive session for the purpose of reconvening the CDA meeting. The motion was seconded by Christopher Arvin and approved by all members present.

A motion was made to reconvene the CDA meeting by Matthew Jaeh and seconded by Keltin Garrett. The motion was approved by all members present.

**Adjournment**

A motion was made to adjourn the meeting by Matthew Jaeh and seconded by Christopher Arvin. The motion was approved by all members present. The next meeting of the Commercial Development Authority will take place on August 18th, 2026 at 4:00 PM.