

COMMUNITY REDEVELOPMENT AGENCY MEETING



Board of City of Memphis and Shelby County Redevelopment Agency
City Hall, 125 N. Main Street, Room 477
Memphis, TN 38103
Thursday, June 7, 2018
8:30 a.m.

Board Present:

McKinley Martin Jr. - Chairman
R. Miles Mason Sr. - Vice Chairman
Ann W. Langston - Secretary
Dynisha Woods – Treasurer
Kevin Spragling – Member
Sam Cantor – Member

Also Present:

Rosalyn Willis – President, Community Redevelopment Agency
Andrew Murray – Director of Planning and Community Development
Monice Hagler – Counsel, Community Redevelopment Agency
Tanja Mitchell – Neighborhood Coordinator, Community Redevelopment Agency

I. CALL TO ORDER

Chairman McKinley Martin called the meeting to order at 8:40 a.m. and a quorum was present.

II. MINUTES - June 7, 2018

Chairman Martin called for consideration of the Board minutes from May 3, 2018. Minutes were deferred until board members reviewed copy.

III. PUBLIC COMMENTS

There were no public comments.

IV. RESOLUTION: TEMPORARY OFFICE SPACE (Board Action)

Chairman Martin asked President Willis to lead the discussion concerning temporary office space. Ms. Willis stated that Doug McGowan suggested the 6th floor of 170 N. Main for temporary office space with no rent for at least one (1) year. The City cannot promise that the space will be available beyond the one-year period. Rosalyn presented a preliminary budget of \$30,000 for office set-up; a layout of the office space was given to each board member. Part of the office space will be used to organize numerous boxes of files and recommended that all files not necessary be sent to storage. There is surplus furniture that could possibly be used (chairs, tables, etc.) but some items will need to be purchased to get the office space set up. (The City currently purchases supplies and furniture from Staples.) In addition, some additional computer equipment will need to be purchased. Ms. Willis, Mr. Murray and Ms. Mitchell currently have lap tops; Ms. Mitchell's lap top will be transferred to the Finance Manager and a more compact lap top will be purchased for Ms. Mitchell. Also additional monitors are needed.

Board Member Langston asked about security in the new area. Ms. Willis stated that General Services ("GS") mentioned installing a security entry card, but the building is already heavily monitored and secured by MPD. Board Member Langston moved that the staff move forward with coordinating the move to 170 N. Main. The motion was seconded by Board Member Sam Cantor. The Board unanimously voted to approve the move to the 6th floor of 170 N. Main Street with the authority to spend up to \$30,000. Ms. Willis stated that the work should begin immediately but that the work schedule was controlled by GS. Getting GS to complete the work timely would present a few challenges which would require additional time on the part of the president.

V. RESOLUTION – HIRING OF INTERIM ADMINISTRATIVE ASSISTANT

Chairman Martin called upon Ms. Willis to present her proposal to immediately replace Ida Bounds as Executive Administrative Assistant. The Board was informed that Ida Bounds had been properly terminated by Chairman Martin with Ms. Willis and Mr. Murray being present. Ms. Bounds was thanked and adequately compensated for her service to and time spent with the CRA. Ms. Willis introduced Lisa Ivy, who was present at the meeting and ready to start work immediately. Rosalyn proposed that Ms. Ivy work over the next three months for the same salary that had been paid to the outgoing Executive Administrative Assistant. Ms. Ivy would be evaluated at the end of the 3-month period and offered a salary increase based on her skills and capacity to perform additional duties as required by the current staff as approved by the Board. Board Member R. Miles Mason moved that Lisa Ivy be hired per Rosalyn's proposal; the motion was properly seconded by Board Member Dynisha Brown Woods. The Board voted unanimously to hire Lisa Ivy.

VI. UNFINISHED BUSINESS (ONGOING)

Monice Hagler stated that a confidential memo was sent out by Rosalyn on a pending legal matter related to the “taking” of the property located at 165 Chelsea. It was further explained that the legal team was attending a mediation hearing, which was taking place at the same time at the CRA Board meeting. The Baker Donaldson attorney requested the authority to offer the owner a purchase amount of up to \$40,000 during the mediation. This amount is \$20,000 more than what was placed in escrow for the property originally. It was hoped that a settlement would be reached at the hearing. However, if the owners do not agree to the above amount, the next step is to go to trial. The legal team from Baker Donaldson will keep the CRA updated.

VII. NEW BUSINESS

No new business was considered.


VIII. ADJOURNMENT

With no additional business to be discussed; the meeting was adjourned at 10:00 a.m.

Polices and Procedure Committee will meet Thursday, June 21, 2018.

Next CRA Board Meeting will be held Thursday, July 12, 2018.

Respectfully submitted,



Ann W. Langston

POST MEETING ACTIVITY: CRA BOARD TOUR OF UPTOWN TIF DISTRICT

The staff in coordination with the Uptown Advisory Committee organized a tour of Uptown for the CRA Board. The tour focused on eight of the nine nodes within the extended TIF District as follows: Washington Park, Smokey City Market, Morris Park, Manassas Market (Chism Trails), Pinch & Gayoso Bayou District, Smokey City Civic Center, Chelsea Neighborhood Center, and the Burkle Park area. A bus was rented for the tour and all board members participated in the tour along with most members of the Uptown Advisory Committee.

Also, in attendance were members of the Torti-Gallas planning team, Mike Flowers from City of Memphis Parks, Chelsea Cole, a graduate of Washington University Architectural School, Ritchie Smith and Lissa Thompson with Ritchie Smith Associates, Markise Rogers, member of the Medical District's developer's "boot camp" and Amy Schaflein with United Housing.