

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, May 3, 2018  
8:30 a.m.

**Present:** Chairman McKinley Martin, Jr.  
Vice Chairman R. Miles Mason, Sr.  
Secretary Ann W. Langston  
Member Kevin Spragling  
Member Sam Cantor

**Absent:** Treasurer Dynisha Woods

**Also Present:** Rosalyn Willis, President, Community Redevelopment Agency  
Andrew Murray, Director of Planning and Community Development,  
Community Redevelopment Agency  
Monice Hagler, Counsel, Community Redevelopment Agency  
Felisa Cox, Senior Attorney, City of Memphis  
Ida M. Bounds, Executive Assistant, Community Redevelopment Agency  
Tanja Mitchell, Neighborhood Coordinator, Community Redevelopment Agency

I. Chairman McKinley Martin called the meeting to order at 8:45 a.m. and a quorum was present.

**II. MINUTES – April 5, 2018**

Chairman Martin called for consideration of the Board minutes from April 5, 2018. There was no discussion. Upon a motion made by Board Member Sam Cantor and seconded by Board Member Ann Langston, the minutes were approved 5-0.

**III. PUBLIC COMMENTS**

Ms. Njeri Fombi, one of the members of the newly formed Uptown Community Advisory Board and resident express enthusiasm about the community plans presented during the Charrette week of April 17, 2018. She stated she had walked around her street, talked to several of her neighbors and, some

of them are a little concern about the noise that the fire station would bring, but they can deal with that. She also stated it would fit nicely with the block club, and hopefully stop some of the rripraps in the neighborhood.

**IV. REPORT ON CRA FINANCIALS**

Cathy Messerly and Holly Chambers, Alexander Thompson Arnold (ATA), CRA accountants, provided an update on CRA Financials for the eight-month period ended February 28, 2018, and explained the compiled Financials is less than a review or an audit. She explained ATA took CRA Book balance to reconcile the agency's finances against the bank statement and bank balance and put them in the form of a financial report. She also explained the report looks similar to what the CRA 2017 audit looks like as far as the presentation. She reported they had made adjustments in the financial and that is customary for interim financial and they will correct them at year-end audit.

She reported CRA have in the General Fund account a cash balance of \$4.79 Million, \$887,385.99 in Escrow Cash which is the Regions Bank account; \$22.8 Million in the Investment Account and those are the funds from the Shelby County Trustee's Office. She also reported CRA purchased property for \$14,000 earlier in the year.

Ms. Messerly reported in the Adjustment columns there was \$372,201.43 accrued interest and that is the interest that is accumulating on the bonds that CRA has to pay. She explained that amount was paid in April 2018 and reported in the February 2018 Financials. She reported the interest accumulates each month over time and the next payment is in October 2018, which also includes the principal amount of \$170,000 and due in the next year. She explained the Statement of Net Position is where there is the restriction of debt services and that is the debt service return account at Regions Bank.

She also explained the Statement of Net Position is broken down by category between Highland Row, Uptown and the Operating Account and those totals match the General Fund totals in the general fund column on your basic financials. She then explained the category is also broken down by various TIFs in the operating account so that the Board can see and compare; this is supplemental information and something that is not a standard part of the financial but the thought it would be useful. She reported on Page Two, Shelby County and the City of Memphis TIF revenue is separated and is broken out into where the increment finance was received. She explained miscellaneous income and Interest income is from the sale of property and the interest accumulated in various accounts.

Discussions ensued. Board Member Ann Langston asked if there is anything significant about the adjustments to be made at the end of the year that the Board should be made aware. Ms. Messerly explained a large AR and deferred revenue adjustment needs to be made for the new property tax rolls when they come on at the end of the year. She also explained there will also be some small adjustments in the AR for the TIFS. Andrew Murray explained he in the process to certify the net affect for Binghampton and also the Uptown and there will be substantial amounts of money that will come from those once they have been certified. He also explained as of May 3, 2018, those amounts are on the books, and there will be a significant amount added. Chairman Martin explained the accountants cannot do the financial until those increments are calculated. Andrew Murray reported he is working with the City Treasurer and the Shelby County Trustee's Office to calculate the increment. He also reported he did not know the actual increment for the last tax year for Uptown.

Mr. Murray reported the upside of Charrette week was they had hundreds of residents engaged. He also reported it was a good cross section of all the different parts of the neighborhood with one little exception which they are working on. He then reported they had good feedback from the participants with the exception of the Medical District and the south edge of that. He further reported they are going to follow up and meet with the group that is getting organized. He stated they had a good time and he recommends reviewing social media comments. He then stated they have a website and a map of where everybody came from. He reported the CRA website has all of the articles and photos posted from the Charrette week events and activities. Tanja Mitchell reported they are still getting good reviews; we got a lot of good press, print media, and TV media.

Discussion ensued. President Willis made comments about the CDC Klondike area and stated there is an issue there, with that neighborhood feeling like they have been cut off, parts are in and parts are out. Andrew Murray reported the Smokey City neighborhood turned out really well and there were a lot of people from Smokey City. He also reported when the boundaries were drawn half of Smokey City was in and a half was out and Klondike is not in at all. He then reported there were a number of people that came; they are a pretty organized group. He further reported they talked about redoing alleyways and he received several neat proposals. He stated they receive a lot of Single-Family Rehab applications and we have gotten application's input from both sides of Smokey City. Mr. Murray stated there was some discussion about what can the CRA and other agencies offer and how can CRA set up projects that maybe expand the boundaries. He also stated there is also interest from Klondike and Smokey City neighborhoods and the neighborhood further to the east about creating their own TIF. He explained the group is well represented. He stated he went out and walked the alleys and talked to residents; they are excited to use the CRA. He then stated they have discussed several properties they would like the CRA to get involved in.

President Willis stated she wants to make sure they are clear about expectations and what CRA can and cannot do. She also stated if there is a plan forward that we can discuss that so there are no more problems created with the CRA. She then stated she knows there are some active people in that community.

### **Binghampton Community Plan**

Andrew Murray reported he had attended several of Binghampton Community meetings. He reported they have had 180 interviews with residents and have got an Advisory Committee of about fifteen (15) members that is steering that process. He also reported he has not told that committee yet, but he and Noah Gray are thinking that is the committee they should turn into their version of the Uptown Advisory Committee. He then reported they have a good diverse cross-section of people; young and old, as well as different parts of the neighborhood represented. He further reported he is excited about both of those planning processes and he is projecting that hopes the Uptown one should be done by the June 2018 Board meeting; latest at the July meeting. He stated the Binghampton one, he believe should be done by August 2018, and presented at the September 2018 Board meeting.

### **Single-Family Rehab Program**

Tanja Mitchell she had received 76 applications; a lot of them in the Carnes Area, and what she calls Uptown East. She reported she sent letters to each applicant on May 2, 2018. She also reported she is in the review process and hope to have a decision made by June 1, 2018. Andrew Murray reported he met with Allword and they talked about Single-Family Rehab and they will be helping with both of those projects. He reported the staff is new and they need some help with coordinating projects.

He then reported it would be reflected in the 2016 year taxes and does not include the 2017 tax year and the 2018 tax year already has been certified by the Trustee's Office.

Board Member Cantor is concerned the Board members do not how much money is in the Tri-State Bank accounts as he is not sure CRA is getting close to the \$5 million deposit limit. Ms. Messerly explained on Page 5, in the operations column on the supplemental schedule also include funds that are held by the city and they do not have a breakdown separator on what is in the city's operating account and what is in the Tri-State Bank accounts. She also explained the detail of the city's amount is not a separate line item; it has been combined in one operating account. Holly Chambers reported she had not received CRA's April 30, 2018 bank statements from Tri-State but did request them. Ms. Messerly will provide details on the number of funds that are in each of the Tri-State Bank accounts and send updated bank records. No board action was taken.

**V. DISCUSSION: CRA BUDGET**

President Rosalyn Willis reported she has a draft budget and it is not complete. She explained once she submits the draft budget, her concern or thought, is we need to pinpoint the location of the office space and the cost involved and incorporate into the monthly cost. She also explained it is hard to predict or know the amount to add to the budget, but it can be estimated. She then explained two people are sharing an office in City Hall and two people are at another location. She further reported she would like an opportunity to work through and try to find a permanent office location. She explained she has some options for a place to move, and what it might cost, and this is where she is with that. She also explained if the cost is not final; it is just an estimate for the line item in the budget. Chairman Martin stated he is concerned about how administrative funds are being expended. He asked President Willis to submit a preliminary budget for review. President Willis will review draft budget and submit to Chairman Martin for his review. No board action was taken.

**VI. CRA OFFICE SPACE**

Chairman Martin reported he and President Willis discussed and received information about the Shelby County office space and also the Universal Life Building office space. He also asked President Willis to explain to the Board the conversation they had where there may be a third option or a possibility of a temporary space that is maybe could turn into a permanent space.

President Willis explained the county building office space to her is not a viable option for the organization, but the Universal Life Building space is convenient and suitable and is a better option. She also explained the Universal Life Building is a good location and space is nice. She reported she has some concerns about some of the items that were in the proposal and she had some concerns, even if everyone agreed that would be the location of the office. She then explained she has not had an opportunity to speak with the owners of the building about the proposal and their timing to complete the build out.

President Willis explained the third option would be to try to find temporary office space and she would like to explore some other options; that would be her priority. She also explained two people are sharing an office at City Hall and two people are working at various locations, and she feels the Agency is operating very inefficiently, as a result of the way staffs are housed; that is frustrating for

Andrew Murray reported the Uptown Advisory Committee met on April 16, 2018. Chief Keith Staples and Gina Sweat, Director, Memphis Fire Department was in attendance and gave a presentation to the Committee. He also reported they discussed the noise, design, and access; those were the key areas that were a concern. He then reported the Committee wanted to make sure that the design fit in with the community and Chief Sweat talked about that for quite a while. She also talked about how the station will more likely be a two-story facility; access will be from behind the building, which was one of the reasons for Bethel. He explained the Committee has an input of what is planned in the community, but do not have final approval.

Chairman Martin reported the Committee reviewed the plan and recommended approval of the plan and resolution. Board Member Ann Langston moved the Board approve that the fire station be able to move to Uptown on the property as described with input on the design from the community. Board Member R. Miles Mason, Sr. seconded the motion. The vote was unanimously to approve certain properties held by the Memphis Land Bank in the Uptown Development Area to be used for a fire station (5-0).

**VIII. RESOLUTION: SALE OF MLB PARCELS TO ANDRE JONES (Board Action)**

Chairman Martin reported the Committee reviewed the Malone Park Proposal and recommended approval of the plan and resolution. He also reported the proposal had been discussed at the February 15, 2018, Policies and Procedures Committee meeting and the March 1, 2018, Board Meeting. He then reported one of the main issues was the Uptown Advisory Committee review it and Andre Jones would not the due diligence process until the Advisory Committee has reviewed the proposal and plan. He further reported those issues have been resolved and asked if there were any more discussion from the Board members. There being no additional discussions Board Member Kevin Spragling move to approve the Resolution authorizing the sale of certain properties held by the Memphis Land Bank in the Uptown Redevelopment Area to Andre Jones and the previously discussed covenants with the due diligence by Mr. Jones to the Option to Purchase Agreement previously approved in the March 1, 2018, Board Meeting. Board Member Sam Cantor seconded the motion. The vote was unanimously to approve the Option to Purchase to sell the lots 1, 2, 7, 12, 13, 14, and 15 as seven (7) lots to Andre Jones, dba as Jones Urban Development as part of one closing at a purchase price of Eighty-Seven thousand five Hundred and No/100 (\$87,500.00) based on the sale price of \$12,500 per lot. (5-0)

**IX. UPDATE FROM CRA STAFF – UPTOWN COMMUNITY PLAN, BINGHAMPTON COMMUNITY PLAN, SINGLE FAMILY REHAB PROGRAM, ALLEYWAY/INFRASTRUCTURE PROGRAM, UPTOWN SURVEY**

Andrew Murray gave the highlights about the Uptown Community Plan Charrette week (April 16 – 20, 2018) held a various locations in Uptown. He reported the work and team sessions, activities, events was awesome. He also reported he and Tanja Mitchell worked long hours as well as the Uptown Advisory Committee; an awesome group that helped lead it. He further reported there were off-site activities and various venues throughout the week. He stated they had a block party at the end and some of the CRA Board members were in attendance.

everyone. She then explained she would like to take some time to explore the third option. She further explained ideally not moving twice would be the best solution, but she needs time to research and to talk to the owners of Universal Life Building to see if there is some compromise in their proposal and come back to the Board with a recommendation.

Chairman Martin asked President Willis to submit a recommendation or a partial recommendation for a discussion at the Policies and Procedures Committee meeting on May 17, 2018, and then go from there. Board Member R. Miles Mason recommendation was to speak with a commercial real estate broker. Chairman Martin stated if no decision has been made within the next two weeks to see if she can get some recommendations from a commercial real estate broker. No Board action was taken.

**VII. RESOLUTION: SALE OF MLB PARCELS FOR FIRE STATION (Board Action)**

Andrew Murray asked Gina Sweat, Director of Fire Services to lead the discussion on the relocation of Fire Station 1 and Fire Station 6 and the sale of land parcels for a new fire station between Bethel, Chelsea 4th, and 5th Streets. Director Sweat reported she had made a presentation at the March 15, 2018, Policies and Procedures Committee meeting about what the City of Memphis Fire Department plans are and what they are trying to do. She explained there is a lot of development going in the downtown area, Uptown, and South Memphis. She also explained she had a discussion with Mayor Jim Strickland about when you invite people downtown, and to these different parts of the city, it becomes their responsibility to make sure there are adequate fire protection and EMS coverage to support the growing communities. She talked about the meaning of the redesign of the old patch that the Memphis Fire Department and the impact of the hug for the new logo design. The new design features a firefighter hugging the city of Memphis. She then explained this is what they want their new concept to be. She further they will hug because they want people to feel comfortable and taking care of.

Director Sweat reported the way the fire station is currently aligning, particularly the one at Jackson and the one at Front and Union do not give the full 360 coverage they want to be as efficient as they can. She also reported they want to relocate those two fire stations. She also reported the station one, in particular, she is talking about is the one at Jackson over by St. Jude and the station that is on Thomas. She reported the station on Jackson have just an engine and the one on Thomas has an air apparatus so if you a house caught on fire in Uptown you have three engines and one truck accompany and those come from the various different fire stations. She explained the way they try to respond adequately is to make sure they have overlapping coverage so if one of those stations are on a call other resources can come in. She also explained strategically combining Fire Stations 1 and 2 they are granted the engine to carry water, which is very important to put fires out, and the trucks support engine operations. She then explained the trucks do not actually have any water to put fires out but are there to support units that come. She further explained the idea of putting the fire station at Chelsea between 4th and 5th takes those two stations and combines them into one. She stated both stations currently requires expensive upgrades to come up to ADA compliance and this would be more efficient in service delivery and puts them where the population is actually growing, which is in that area. She stated this provides them the opportunity to respond into downtown and North Memphis as they need to.

Board Member Kevin Spragling wanted to know when the projects start. Andrew Murray reported the goal is to start in June 2018. He also reported the Board had directed Allworld and SR Consulting had been retained and they are working on finalizing tasks.

**X UNFINISHED BUSINESS**

**Elections of Officers**

Chairman Martin reported the one-year term for the existing officers expired in April 2018. Board Member Kevin Spragling moved that the current officers be re-elected for another term year. Board Member Sam Cantor seconded the motion. The motion was unanimously adopted to retain the current officers for another year term. (5-0)

*Chairman*

McKinley Martin, Jr.

*Vice-Chairman*

M. Miles Mason, Sr.

*Treasurer*

Dynisha Woods

*Secretary*

Ann Langston

**IX. NEW BUSINESS**

Chairman Martin reported a date for the Board Training and Vision Retreat is forthcoming.

**X. ADJOURNMENT**

There being no additional business, the meeting was adjourned at 9:31 a.m. The Policies and Procedures Committee will meet Thursday, May 17,, 2018 and the next CRA Board Meeting will be Thursday, June 7, 2018.

Respectfully submitted:

  
Ann W. Langston