

# COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING



## Board of the City of Memphis and Shelby County Redevelopment Agency

In Person & Virtual teleconference via. Go To Meeting

**Thursday, November 5, 2020**

8:30 a.m.

**Board Present:** McKinley Martin Jr. – Chairman  
Sam Cantor – Treasurer  
Ann Langston – Secretary  
Dynisha Woods  
Britney Thornton

**Absent:** Miles Mason – Vice Chairman  
Kevin Spragling

**Also Present:** Rosalyn Willis – President, CRA  
Andrew Murray – Director of Planning and Community Development, CRA  
Cynthia Durham – Administrative Office Manager, CRA  
Lisa Ivy – Single Family Project Manager, CRA  
Monice Hagler – (CRA Counsel)

**Visitors:** Andre Gibson (Shelby County)  
Joe Fletcher (City of Memphis)  
Dexter Washington (COO Memphis Housing Authority)  
Luretha Phillips (Memphis Housing Authority)  
Brian Thomas (Pennrose) – in person  
Mark Straub (Pennrose) – in person  
Amon Martin (Pennrose) – in person

A meeting of the Board of Directors (“Board”) of the City of Memphis and Shelby County Community Redevelopment Agency was held on Thursday, November 5, 2020. All Board Members were present except for Miles Mason and Kevin Spragling.

## **I. CALL TO ORDER**

Chairman McKinley Martin called the meeting to order at 8:35 a.m. and a quorum was present.

## **II. Approval of MINUTES – October 1, 2020 (Board Action)**

*Chairman Martin called for approval of Board minutes from October 1, 2020. Upon motion made by Board Member Ann Langston and seconded by Board Member Sam Cantor, minutes were unanimously approved by the Board using roll call method.*

## **III. PUBLIC COMMENTS**

There were no public comments.

## **IV. HIGHLAND ROW:**

### **Update A: Parking Garage Compliance**

CRA staff member Andrew Murray gave an update on the Highland Row situation. Andrew said that “the owners have taken a serious step forward” but are not yet fully in compliance with everything on the compliance list. He reported that Highland Row’s parking garage is physically open to the public and that the owners have supplied CRA with their insurance and a plan on how they will address the remaining items that need to be completed. Andrew reported that CRA had a good site visit at Highland Row, that the owner was cooperative and helpful, and that CRA is now connected to the actual operational staff at Forge. He stated that the Board will be updated once the checklist has been completed.

Chairman Martin asked CRA staff member Murray, President Willis and Attorney Hagler for their opinion on whether or not it looks like the Highland Row owners are trying to fulfill the agreement. Monice replied saying that now that CRA is speaking to the right individuals and the owners see that CRA Board is serious about providing public parking to the area, she is confident that the owners are on board due to their positive reaction since receiving the notice of default letter. Andrew agreed.

Board Member Woods asked if there was a timeline for the owners to complete the compliance list? Attorney Hagler stated that the owner is about to meet the deadline for the notice of default letter, but that part of the delay is due to items ordered that have not yet arrived. Attorney Hagler further stated that CRA is on the road to terminating the default and that the owners are being closely watched.

Board Member Cantor asked what the main items on the list were that have not been completed? Andrew pointed out that 1) the owners have some signage displayed but not on the Highland Row side, 2) the owner is waiting for the installed credit card machines to be completely operational, and 3) CRA is awaiting instructions on how the gates will operate and who the contact person will be if the gates are closed. Attorney Hagler added that while the owners are waiting on the completion of the credit card machines, parking is currently FREE for the public. She said that once the parking operation is up and running. The first 3 hours of parking will be free to the public, followed by paid parking. The Board will receive an additional update at the December 3<sup>rd</sup> Board meeting.

### **Update B: Appeal at Board of Equalization**

CRA staff member Andrew Murray reported that he and President Willis met with members of The Board of Equalization and they considered the appeal. He said that at the recommendation of the Assessor's Office, The Board of Equalization reaffirmed the 24-million-dollar value and the Assessor's office will request more information from the property owner and file an appeal with the State Board of Equalization. In the meantime, CRA has discussed with the Assessor's Office the possibility of them trying to settle with the property owner on a different value.

### **V. (Board Action) RESOLUTION 100520A, APPROVING A MEMORANDUM OF UNDERSTANDING WITH PORTER-LEATH**

Chairman Martin asked President Willis to present background information. She reported that the Board made a site visit and that the draft has been generated by CRA and Porter-Leath which outlines the steps that the two parties anticipates will work. It will first take care of CRA's problem of relocating its Administration Office, as well as other things. She emphasized the last paragraph of the MOU which points out that this is not the final last word of the document and that there will be opportunities to fine-tune and make further adjustments. She explained that she will update Mike Warr/Porter-Leath on the results of today's meeting in hopes that the MOU can be finalized. She pointed out that although there are still a few things to be done, she needs to know if the Board wants CRA to move forward with this.

Board Member Sam commented on and praised President Willis on how well written the MOU draft was. He stated that it was written in such a way that even a layman could read and understand it and that he was in 100% agreement of passing the resolution and hoped that the other Board Members chose to do the same. President Willis thanked him for his accolades and acknowledged Attorney Hagler's involvement as well. The other Board Members agreed. President Willis pointed out the if CRA does not feel that the renovation of the historical building is feasible, CRA will be responsible for demolishing it.

*Chairman Martin called for approval of Resolution 100520A approving a Memorandum of Understanding (MOU) with Porter-Leath. Upon motion made by Board Member Sam Cantor and seconded by Board Member Ann Langston, the resolution was unanimously approved by the Board using roll call method.*

### **VI. (Board Action) RESOLUTION 100520B, CONDITIONALLY APPROVING A LOAN FOR PENNROSE SENIOR HOUSING DEVELOPMENT**

#### **PRESENTATION:**

President Willis introduced the three Pennrose representatives (Mark Straub/Regional Vice President, Brian Thomas/Presenter and Amon Martin/Senior Developer). She also passed out presentation packets. She stated that she is excited about CRA participating with Pennrose to provide 131 affordable units at the Legends Park site. She informed the Board that the City just had a housing update report that shows that there is a critical need for safe, warm and dry affordable housing. President Willis turned the meeting over to guest Brian Thomas to lead the Pennrose presentation.

Guest Brian Thomas announced that joining virtually was Dexter Washington and Luretha Phillips of the Memphis Housing Authority. He went over the presentation in detail with the use of an overhead screen **(for more information see attached presentation)**.

Guest Brian Thomas stated that he received feedback from the community from when he gave this presentation at the CRA Board of Directors 2019 Christmas event (Vision2020). He stated that, in the past few weeks, he presented before the Uptown Advisory Board as well. He walked everyone through the presentation and gave reasons as to why CRA should partner with Pennrose to build 131 units of truly affordable senior housing. After the presentation there was a question and answer period. President Willis stated that without CRA funding this project will not take place.

***Chairman Martin called for approval of Resolution 100520B conditionally approving a loan for Pennrose's Legends Park Senior Housing Development. Upon motion made by Board Member Sam Cantor and seconded by Board Member Dynisha Woods, the resolution was unanimously approved by the Board using roll call method.***

## VII. STAFF REPORTS AND UPDATES

Chairman Martin called for staff reports.

**Program Updates: President Rosalyn Willis reported on her 10 Key Updates (to be emailed to the Board).**

President Willis quickly informed the Board that:

- 1) The 2019 audit has started and Lynn Evans, CPA continues to coordinate and spearhead this effort. Confirmation letters have been generated and signed but there are a few left to complete. Due to the amount of time that Ms. Evans has invested in the pre-audit work, Ms. Evans was not present at the November Board meeting. She has offered to meet with the Finance Committee November 19<sup>th</sup> to go through the statements as of 9/30/20 upon request of the Board.
- 2) CRA is being mindful of the increase in COVID-19 cases and will reduce the Agency's interaction with the community.
- 3) President Willis clarified that the CRA has not received an application from any individual or group to form a TIF District this year.
- 4) President Willis further clarified that a subdivision that is going before OPD for some container homes – that this project is not within the TIF District Boundaries and is not a project that will come before CRA.
- 5) CRA's second newsletter is out and is posted on the CRA website.
- 6) CRA is moving cautiously forward with the November 14<sup>th</sup> event planned at the Grind City Brewery. CRA will be presenting a documentary about food insecurity in Uptown. A limited amount of in-person invitations will be sent out to participants and family.
- 7) CRA continues to work with the City and their 311-reporting system. The uncontrolled reporting of damaged sidewalks has become a major issue throughout the city resulting in homeowners losing their homes (to tax sales).

**VIII. UNFINISHED BUSINESS**

There is no old or new business.

**IX. NEW BUSINESS AND OTHER ANNOUNCEMENTS**

Chairman Martin stated that due to a consensus from Board Members and as long as the Governor says that virtual meetings are permitted, CRA will conduct all Board meetings virtually. (The Order is in effect until the end of December 2020.)

Chairman Martin announced that a virtual Personnel Committee Meeting is scheduled for next Thursday, November 12<sup>th</sup> at 8:30am. An agenda will be forwarded to Board Members.

The next CRA Board meeting will be held Thursday, December 3, 2020 at 8:30 a.m., virtually.

**X. ADJOURNMENT**

The meeting was adjourned by Chairman Martin at 10:10 a.m.

Respectfully submitted,

  

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Ann W. Langston, Secretary