

**CITY OF MEMPHIS AND SHELBY COUNTY COMMUNITY REDEVELOPMENT
AGENCY BOARD MEETING**



Board of the City of Memphis and Shelby County Redevelopment Agency

Meeting held at CRA Offices / 850 N. Manassas - Gould Cottage / Memphis, TN 38107

Thursday, August 5, 2021

8:30 a.m.

Board Present: McKinley Martin Jr. – Chairman
Sam Cantor – Treasurer
Ann Langston – Secretary
Kevin Spragling
Kandace Stewart

Absent: Miles Mason – Vice Chairman
Britney Thornton

Also Present: Andrew Murray – Director of Planning and Community Development, CRA
Cynthia Durham – Administrative Office Manager, CRA

Visitors: Tyrone Burroughs
Corinne Kennedy
J. W. Gibson
Jeffrey Higgs
Jacob Steimer
Reginald Milton

A meeting of the Board of Directors (“Board”) of the City of Memphis and Shelby County Community Redevelopment Agency was held on Thursday, August 5, 2021 at CRA. All Board Members were present with the exception of Board Members Miles Mason and Britney Thornton.

I. CALL TO ORDER

Chairman Martin officially called the meeting to order at 8:38 a.m. and a quorum was present. He asked that all participants wear masks.

II. Approval of MINUTES – July 1, 2021 (Board Action)

Chairman Martin called for approval of Board minutes from July 1, 2021. Board Member Sam Cantor made a motion and Board Member Ann Langston provided a second. The July Board meeting minutes were approved unanimously by the Board.

III. PUBLIC COMMENTS

There were no public comments.

IV. STAFF UPDATES

Chairman Martin began by asking if there were any questions from Board Members concerning the financial information they received earlier? Board Member Ann Langston questioned why the financial reports are always a month behind or skipping months. She said that there seems to be something in the system/infrastructure that is not flowing properly and that a solution needs to be found. Board Member Sam Cantor pointed out that he had prepared a worksheet to go over with CRA Liaison to the Auditors, Lynn Evans.

Board Member Sam Cantor stated that a bigger concern for him is that when the Board is told that a financial report is not ready for a particular month, the Board winds up never receiving that information and when the Board points this out they then receive several reports at one time via email. Board member Cantor said that whenever the monthly reports are completed, he would like them sent to the entire Board at that time, not later. He also stated that he would like to receive the reports in their proper order. Board member Cantor plans to follow up with President Willis and Lynn Evans on this matter. He said that “timeliness and completeness is an equal concern to him.”

Chairman Martin agreed with Board Member Sam Cantor and said that he will also be presenting some questions on this subject to President Willis and CRA Liaison to the Auditors, Lynn Evans. Board Member Ann Langston stated that she wants to make sure that CRA staff has the support that they need in order to accomplish their goal of submitting timely financial reports.

Legal Issues: Chairman Martin reported that he spoke with Attorney Monice Hagler and she said that there were no legal issues to be reported.

Staff Member Andrew Murray stated that there were no additional staff updates. He pointed out that President Willis had emailed a comprehensive key points update to the Board. He pulled up the document on his computer, read over the key points (which was mostly covered by President Willis at the July Board meeting) and answered all questions that the Board had about the key points. Andrew pointed out that there is a lot of infrastructure work going on under the guidance of CRA staff member April Simmons. He spoke briefly about the Morris Park groundbreaking ceremony that is being planned for September or October by the City’s Parks Department.

Board Member Ann Langston requested that CRA make sure that the Board is notified about all of the CRA public events that take place. Board Member Sam Cantor requested that board

members also receive advance notices from April Simmons about the Advisory Committee meetings.

V. UNFINISHED BUSINESS

There was no unfinished business.

VI. NEW BUSINESS AND OTHER ANNOUNCEMENTS

Board Member Sam Cantor asked if it is stated in CRA's Charter or in the State Laws that CRA has to meet on the 1st Thursday of each month. After a discussion, it was clarified that the CRA Bylaws require at least quarterly meetings. Board Member Sam Cantor suggested that the Board consider changing the monthly meeting date to a later date in the month in order to give the accounting staff additional time to close the month. Chairman Martin said that he will do some research on this.

The next CRA Board meeting will be held in person at CRA on Thursday, September 9, 2021 at 8:30 a.m.

VII. ADJOURNMENT

Chairman Martin officially adjourned the meeting at 8:51 a.m.

Respectfully submitted,


Ann W. Langston, Secretary