

**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, October 7, 2021

8:30 a.m.

Board Present: McKinley Martin Jr. – Chairman

Sam Cantor – Treasurer

Ann Langston – Secretary

Kevin Spragling

Kandace Stewart

Britney Thornton

Absent: Miles Mason – Vice Chairman

Also Present: Rosalyn Willis – President, CRA

Andrew Murray – Director of Planning and Community Development, CRA

Cynthia Durham – Administrative Office Manager, CRA

Monice Hagler – (CRA Counsel)

Visitors: Billy Irby – Irby Enterprises LLC

Mark Phipps – Phipps Contractors LLC

A meeting of the Board of Directors (“Board”) of the City of Memphis and Shelby County Community Redevelopment Agency was held on Thursday, October 7, 2021 at CRA. All Board Members were present with the exception of Board Member Miles Mason.

I. CALL TO ORDER

Chairman Martin officially called the meeting to order at 8:39 a.m. and a quorum was present.

II. Approval of MINUTES – September 9, 2021 (Board Action)

Chairman Martin called for approval of Board minutes from September 9, 2021. Board Member Ann Langston made a motion and Board Member Sam Cantor provided a second. The September Board meeting minutes were approved unanimously by the Board.

III. PUBLIC COMMENTS

Guest Billy Irby introduced himself as the owner of Irby Enterprises, LLC. He said that he grew up in Smokey City and Klondike, is in partnership with and designates funds to a non-profit organization that helps with block-to-block clean ups. He stated that he has a deep passion for the work that he does in the community which is why he always goes the extra mile on his projects.

Mr. Irby pointed out that he has worked on several CRA properties. He voiced his concern about an issue regarding payment on a home repair project where he was the contractor for the CRA.

Chairman Martin ask President Willis if she was aware of this complaint. She said that she was aware of the job but not the details. She said that checks, including Mr. Irby's check, were in the process of being prepared. She stated that she wished Mr. Irby had talked to her about his side of the issue. She also stated that she was sure that there was another side as well. Mr. Irby replied that he had reached out to President Willis a few times including yesterday.

Following President Willis's confirmation that Mr. Irby's check was being prepared, Chairman Martin assured Mr. Irby that his check would be in the upcoming checks tagged for distribution as soon as they received the necessary Board signatures. He asked that Mr. Irby speak further with the Board if he does not receive his check.

Attorney Monice Hagler will look at the agreement on the number of days that CRA has to disburse a contractor's check.

BOARD ACTION: RESOLUTION 100721A on Updating Bank Accounts with Tri-State Bank now becoming Liberty Bank

President Willis clarified that Tri-State Bank is being acquired by Liberty Bank and Trust and that they are in the process of transferring assets. The Board previously agreed that CRA would terminate both accounts and open one account, which will now be with Liberty Bank and Trust, a larger bank that offers no restrictions on the amount of money CRA can have in their bank.

Chairman Martin called for approval of Resolution 100721A to update bank accounts with Tri-State Bank which is now becoming Liberty Bank. Upon motion made by Board Member Kevin Spragling and seconded by Board Member Brittney Thornton, the resolution was unanimously approved by the Board.

IV. BOARD ACTION: RESOLUTION 100721B approving Memorandum of Understanding with Hattiloo Theatre

President Willis explained that CRA purchased the historic church at 299 Chelsea and is in the process of doing the structural clean up. The remediation has been completed. She said that Hattiloo Theatre is looking for a space to start a national children's theatre school that encompasses all aspects of theatre. President Willis offered to have the director look at the church, which he did, and he now wants to move forward with having this site as the new school. This resolution is to agree to work through an MOU with Hattiloo Theatre. The details and specifics of the relationship are to be hammered out. CRA will provide a white box to them, and they will operate the program.

Board Member Sam Cantor asked, “based on an on-going operational basis, is this property costing the CRA money?” President Willis replied that CRA is not yet finished with the building but that it is structurally sound, and all environmental issues have been remediated. She said that CRA is temporarily paying the utility bill and keeping up the yard work. CRA owns the property immediately behind the church and therefore will be able to have a green space. She said that owners of property across the street contacted CRA about selling their property, which will make a great site for parking. It was pointed out the local community will be engaged around the programming.

Chairman Martin called for approval of Resolution 100721B to approve the Memorandum of Understanding with Hattiloo Theatre. Upon motion made by Board Member Sam Cantor and seconded by Board Member Brittney Thornton, the resolution was unanimously approved by the Board.

V. BOARD ACTION: RESOLUTION 100721C approving Memorandum of Understanding with Pathways

President Willis explained that this agreement covers the commitment that CRA made to MMDC to help them do a housing development in the Medical District. They have yet to complete their due diligence. CRA has had a couple of conversations with Pathway Lending who has a 30 million dollar fund earmarked for the Medical District. President Willis suggested that CRA look into the process of how they distinguish and process payments to the group(s) that will be developing the scattered sites South of I-40. This will give CRA some strength in holding the line on certain requirements for compliance. This resolution is to give authority to draft a MOU (in order to have one process and one system in place) to define relationship roles and responsibilities between Pathways, CRA and MMDC. Member Sam Cantor gave some background information on the initial meeting that took place where CRA offered to help determine infrastructure needs in order to better the package and was informed that that was not required.

Chairman Martin called for approval of Resolution 100721C to approve the Memorandum of Understanding with Pathways. Upon motion made by Board Member Sam Cantor and seconded by Board Member Brittney Thornton, the resolution was unanimously approved by the Board.

VI. BOARD ACTION: RESOLUTION 100721D approving property transfer for Tillman Cove project

CRA Staff Member Andrew Murray reported that CRA got involved by providing two vacant lots on the backside of Tillman Cove which will provide a rear access so that there is not just one way in and one way out of this development. It will also make it more neighborhood centered and give emergency access from the rear. Andrew gave some background information on the two lots and pointed out that it has been a two-year process to obtain the two lots. CRA is running this through our eminent domain process. The judge will sign the consent order this week. President Willis stated that this is a transactional resolution. Andrew explained that the developer’s lawyers requested a specific resolution stating that the Board authorizes CRA to convey property. Once the consent order is signed this issue will come to an end. Attorney Monice Hagler stated that from CRA’s end the information needs to be more specific for the two lots. Andrew will add this information to the resolution.

Chairman Martin called for approval of Resolution 100721D to approve the property transfer for the Tillman Cove project. Upon motion made by Board Member Ann Langston and seconded by Board Member Brittney Thornton, the resolution was unanimously approved by the Board.

VII. STAFF UPDATES

President Willis read her notes and will email notes to the Board later.

- CRA bid out the North Memphis Greenline for the area up near the Brewery that will be a part of the trail path from the park to the river. Nine contractors showed up at the pre-bid meeting, CRA received two bids and is in the process of analyzing both.

- 299 Chelsea: President Willis sees this opportunity at the church, with Hattiloo Theatre, as being a game changer for the neighborhood.
- The Morris Park project is underway. President Willis will have a better update on the scheduling come Friday. She stated that the contractor will be on a very aggressive schedule in order to get everything completed.
- She spoke about the partnership with Pathways. She said that they are also interested in other projects that CRA may get involved in within the Medical District -- like commercial projects, opportunities that bring resources to the neighborhood for developers who might want to do other types of projects.
- The Highland Row debt service payment was made. A call is being scheduled with Regions Bank to discuss next steps.
- In comparison to the current check distribution system, changing over to Liberty Bank and using the ACH system will be much more beneficial for CRA.
- The CRA's documentary 'Own The Land' that was done in 2020 was nominated and accepted into the NVM Memphis Film Festival under the category of Independent Documentary Shorts. President Willis will send out an in-person (limited space) and on-line invite for the October 20, 2021 start of the film festival. Detailed information can be found on the website. CRA also has two other CRA documentaries. Another screening will be scheduled for November 2021 for all three documentaries.
- The playground is being constructed today on Leon Place
- The Atwater lawsuit against the City and other local entities, including the CRA, has been dismissed.

Legal Issues: Attorney Monice Hagler reported that she is working through 25 title searches for the Single-Family Rehab Program, before it starts up again. She is also working with Member Sam Cantor and Staff Member Andrew Murray to get ready for the TIF Finance Committee meeting scheduled to take place here at CRA on October 14, 2021.

CRA Financials: Chairman Martin asked President Willis if Accountant Lynn Evans has received the missing documents mentioned at the last meeting that she needs in order to complete the financial statements? President Willis said that she had sent all documents requested except for the reallocation of payroll.

Board Member Sam Cantor again voiced his concern about the manner in which the Board receives financial statements. He said that he prefers to receive monthly reports instead of reports that have several months combined into one report. He also wants to receive the monthly reports as soon as they are completed.

President Willis announced that she now has a full-time temp from Robert Half working at CRA to help with accounting and that things should pick up.

It was suggested that in order to see the previous month's financial on a timely basis the Board of Directors meeting might need to be moved to later in the month. President Willis pointed out that the City's data on Tax Revenues is the main reason for delays. Member Sam Cantor stated that perhaps changing the meeting date should be explored in order to accommodate all members. Chairman Martin and Attorney Monice Hagler will review the bylaws.

VIII. UNFINISHED BUSINESS

There was no unfinished business.

IX. NEW BUSINESS AND OTHER ANNOUNCEMENTS

Board Member Sam Cantor announced that received a call from Carol Coletta/Memphis Riverfront Parks (he serves on their Board) about cutting/trimming the 2 miles of trees in Greenbelt Park in the TIF District near Mud Island. He was informed that Mud Island residents are complaining about the trees in Greenbelt Park not being cut/trimmed which is dangerous, unsightly and blocking views of the river. Ms. Coletta said that she has explained that Memphis Riverfront Parks does not have the funds to accomplish this task, that their funds are earmarked for Tom Lee Park. The complaints have reached the ears of the Mayor who directed Memphis Riverfront Parks to contact CRA to seek help. Board Member Cantor talked to Staff Member Andrew Murray and President Willis (who advised that the first step should be to get a quote). CRA Staff Kimani Shotwell and two tree trimming reps met with Riverfront reps to survey what trees need to be trimmed. The current quote received is for \$138,000.

Board Member Cantor talked about the pros and cons of this task.

Board Member Canton thinks it would be a good gesture and feels that we should make some effort to help them. He asked if there was a number between \$20,000 and \$138,000 that the Board would feel comfortable spending to help cut the trees? Member Cantor pointed out that last year CRA spent approximately 2 million dollars on cutting trees and this year-to-date we have spent over ½ million dollars. A question was asked if there could be other co-contributors? Board Member Cantor answered no. Board Member Kevin Spragling asked, "is there a cause for concern, is there a safety issue or do Mud Island residents simply want the trees to look prettier?" He stated that trees growing in a park is not a concern to him. Member Cantor will research the safety vs. appearance and how many dollars the Riverfront is willing to meet. As a goodwill argument, Board Member Brittney Thornton pointed out that they do not ask for much and that they are in the TIF as well. Board Member Cantor gave some information on Greenbelt Park pointing out that it is one of the most used parks in Memphis. President Willis raised the point that this is city-owned property and that the agency needs to have a policy stating whether the CRA will not maintain city-owned property. Board Member Cantor will give an update at the next Board meeting.

The next CRA Board meeting will be held in person at CRA on Thursday, November 4, 2021 at 8:30 a.m.

X. ADJOURNMENT

Chairman Martin officially adjourned the meeting at 9:39 a.m.

Respectfully submitted,



Ann W. Langston, Secretary