

**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, June 1, 2023

8:30 a.m.

Board Present: McKinley Martin Jr. – Chairman
Kandace Stewart – Vice Chairperson
Ann Langston – Secretary
Sam Cantor – Treasurer
Amy Schaftlein
Emily Greer
Deveney Perry

Absent:

Also Present: Monice Hagler – CRA Counsel
Andrew Murray – CRA President
Lobelia Cole-Smith – CRA CFO
Cynthia Durham – CRA Staff
Lisa Ivy – CRA Staff
Terrance Hammons – CRA Staff
Vivian Ekstrom – CRA Staff

Guests: Stephanie Walker – Resident / Uptown Advisory Committee

A meeting of the Board of Directors (“Board”) of the City of Memphis and Shelby County Community Redevelopment Agency was held on Thursday, June 1, 2023, at CRA. All Board Members were present.

I. CALL TO ORDER

Chairman Martin officially called the meeting to order at 8:33 a.m. and a quorum was present.

II. (Board Action) APPROVAL OF MINUTES for May 4, 2023

Chairman Martin called for approval of the Board minutes from May 4, 2023. Board Member Sam Cantor made a motion and Board Member Emily Greer seconded it. The Board meeting minutes were approved unanimously by the Board.

III. PUBLIC COMMENTS

There were no public comments.

IV. (Board Action) Resolution 060123A: APPROVAL OF LETTER OF INTENT FOR MANASSAS MARKET DEVELOPMENT

Vivian Ekstrom/CRA Director of Planning and Community Development gave an overview/update on the Manassas Market development project. Afterwards she introduced, virtually, representative Roy Marschke/Director of Development at Flaherty & Collins who gave some background information on his company and presented a detailed project vision and basis timeline. He then introduced Aaron (AJ) Johnson of Oasis Fresh Market (virtually) who gave background information on Oasis (grocery store) and their profit and non-profit services. Oasis is in partnership with Flaherty & Collins. Oasis has been in business for several years as a grocery store and has access to a food distribution center located in Memphis, TN. A lengthy question and answer session followed the presentation.

Vivian Ekstrom presented a Letter of Intent to the Board for approval. Both she and Roy Marschke talked about next steps. Chairman Martin thanked the on-line guests for an excellent presentation. He asked that CRA be notified if CRA can do anything farther to assist this project in moving forward. Mr. Marschke stated that Flaherty & Collins and Oasis Fresh Market are looking forward to partnering with CRA.

Chairman Martin called for a motion on the floor. Board Member Emily Greer made a motion that the Board approve Resolution 060123A, related to the Letter of Intent for the Manassas Market Development. Board Member Sam Cantor seconded it. The Letter of Intent was approved unanimously by the Board.

President Murray pointed out that:

- The resolution outlines all the community involvement and authorizes the Letter of Intent.
- This project is about what the community needs.
- CRA had six good options to choose from, both nationally and locally.
- CRA will reach back out to the others to talk to them about other possible sites in the neighborhood.
- CRA's ultimate goal is to have a full-service grocery store in the community.
- Financial information on this project is available to all Board members.

Board member Ann Langston thanked the staff for their part in getting the RFP out. Guest Stephanie Walker/Uptown resident asked that the Board do more diligence on the case management (nonprofit) side of Oasis so that it does not take away from the grocer that the community so desperately needs.

V. EXECUTIVE SESSION (Closed to the Public)

Executive Session started at 9:15am and ended at 9:39am.

Chairman Martin called for a motion on the floor. Vice Chairperson Kandace Stewart motioned for approval from the Board to allow Monice Hagler/CRA Attorney and CRA President Andrew Murray to continue re-negotiations on the purchase of the 850 N. Manassas/Gould Cottage property, not to exceed CRA's current \$620,000 liability under the original resolution. Board Member Ann Langston seconded the motion. The motion was approved unanimously by the Board.

VI. REPORTS FROM COMMITTEES

Personnel Committee: Emily Greer reported:

Yesterday the committee had a meeting with Adams Keegan. The CRA President's job description was finalized. The President's evaluation form is also being finalized. Emily will request a Personnel Committee meeting to review and finalize the forms so they can be voted on. Amanda McCullum is working on Board self-assessment questions that are to be reviewed and agreed on by the Board.

Policies & Procedures Committee: Ann Langston reported:

The next meeting is scheduled for Thursday July 13, 2023 at 8:30am here at CRA.

Finance Committee: Sam Cantor reported:

The committee met a few weeks ago and received a preliminary presentation of the CRA budget. The next meeting is scheduled for Thursday, June 15, 2023, at the CRA office. The presentation of the full budget is expected to take place.

A resolution was passed out of committee approving President Murray's signing of agreements up to \$3,500, without Chairman Martin's signature being required. This resolution will now go to the Policies & Procedures Committee for adoption before it being presented to the Board for approval.

Andrew requested that the July Board of Directors meeting be rescheduled to Thursday, June 29th due to his being out of the office on July 6th. Staff Cynthia Durham will poll the Board members on their availability to meet on June 29th and July 6, 2023.

VII. STAFF UPDATES

Financials Update: CFO Lobelia Cole-Smith reported:

- The financials are all in line.
- CRA opened and transferred the Uptown TIF funds into the Guaranty Bank account. The line of credit has been opened but activity did not occur until May. The second and third draws for Habitat for Humanity have been paid. Uptown TIF vendors have been asked to sign up for direct deposit.
- CRA will draw on the Liberty Bank account for administrative items and grant funded programs like the Emergency Home Repair Program.
- As requirements for the bank grant loan, CRA had to provide liability insurance and submit quarterly reports. Lobelia explained the internal controls that have been put in place in reference to the loan.

President's Update: President Andrew Murray reported that:

- CRA received the 1 million dollar grant from the EPA to lead a coalition of organizations to assess contaminated properties with the neighborhoods served by the CRA. He gave kudos to staff members Vivian Ekstrom and Emma Turri, as well as others for their work on the grant application.
- The Single-Family Home Rehab department is currently working on 19 houses in Binghampton, the next 19 houses for the 2nd half of phase 3 in Uptown and doing 30 home renovation repairs under the Emergency Home Repair program.

Legal Update: CRA Counsel Monice Hagler.

No report update.

VIII. UNFINISHED BUSINESS

No report update.

IX. NEW BUSINESS AND OTHER ANNOUNCEMENTS

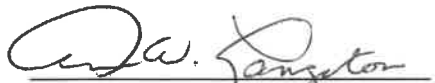
No report update.

The next CRA Board meeting will be held in person at the CRA offices on Thursday, June 29, 2023 (*for July meeting*), at 8:30 a.m.

X. ADJOURNMENT

The meeting was adjourned at 10:07 am.

Respectfully submitted,


Ann W. Langston, Secretary