

**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 3, 2024**

8:30 a.m.

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

**Absent:** Kandace Stewart – Vice Chairperson

**Also Present:** Andrew Murray – CRA President  
Lobelia Cole-Smith – CRA CFO  
Cynthia Durham – CRA Staff  
Jordan McKenzie – CRA Staff  
Lisa Ivy – CRA Staff  
Terrance Hammons – CRA Staff  
Andy Greenman – CRA Staff  
Vivian Ekstrom – CRA Staff

**Guests:**

A meeting of the Board of Directors (“Board”) of the City of Memphis and Shelby County Community Redevelopment Agency was held on Thursday, October 3, 2024, at CRA. All Board Members were present except for Kandace Stewart.

**I. CALL TO ORDER**

Chairman Martin called to order at 8:35 a.m. A quorum was present.

**II. (Board Action) APPROVAL OF MINUTES for August 8, 2024**

*Chairman Martin called for a motion on the floor. Board Member Langston moved that the Board approve the August 8, 2024 Board Meeting Minutes. It was noted that a quorum was not present at this meeting. The motion was seconded by Board Member Cantor. The motion was passed unanimously by the Board.*

**III. (Board Action) APPROVAL OF MINUTES for September 5, 2024**

*Chairman Martin called for a motion on the floor. Board Member Cantor moved that the Board approve the September 5, 2024 Board Meeting Minutes. It was seconded by Board Member Greer. The motion was passed unanimously by the Board.*

**IV. PUBLIC COMMENTS**

There was no public in attendance.

**V. (Board Action) UPTOWN ADVISORY COMMITTEE SLATE**

President Murray gave background history on the status of the current committee members. He stated that applications for membership have been received over the past year and were discussed at the last Personnel Committee meeting. Staff McKenzie gave an overview of the 15 applications (from old and new members), which include representation from every neighborhood. He pointed out that neighborhood representatives not chosen to be committee members will be listed as 'alternates' and are welcome to attend the meetings and therefore still have a voice.

Former Advisory Committee members were given emeritus status, and nine new members were chosen to serve. During new members' orientation it will be stressed, on the front end, that committee members will have higher ethics, attendance and responsibility expectations. Staff McKenzie explained how committee members and non-committee members will be notified of the Board's final election decision.

A question-and-answer session followed.

*Chairman Martin called for a motion from the Personnel Committee. Board Member Greer moved that the confirmation for the Uptown Advisory Committee slate be approved. It was seconded by Board Member Schaflein. The motion was passed unanimously by the Board.*

**VI. (Board Action) BINGHAMPTON ADVISORY COMMITTEE SLATE**

President Murray asked staff Ekstrom to give background information on the Binghampton slate of candidates. She reported that there are four new members, and four spots left to complete the committee slate of thirteen. The last four candidates will be submitted to the Board at a later date. She reported that more outreach is being done to hopefully get representation from all areas and have a full slate soon. A question-and-answer session followed.

*Chairman Martin called for a motion from the Personnel Committee. Board Member Greer moved that the confirmation for the Binghampton Advisory Committee slate be approved. It was seconded by Board Member Schaflein. The motion was passed unanimously by the Board.*

## VII. REPORTS FROM COMMITTEES

### Finance Committee (Sam Cantor):

Board Member Cantor announced that the consultants for the Cleveland Corridor Community TIF are in town and that CRA Counsel Monice Hagler is working with them on the MOU. Questions about affordability and possible payment for the consultants (out of CRA's operating cost) were addressed. President Murray explained the reasons behind the necessity for hiring consultants. A discussion on the subject followed.

### Policies & Procedures (Ann Langston):

Board Member Langston suggested that a guideline document be created on process and procedures in selecting Advisory Committee members.

### Personnel Committee (Emily Greer):

Board Member Greer reported that the three Succession Plan documents that were received were reviewed. It was found that their structures were largely the same. A possible virtual working session will be scheduled soon, to discuss an emergency situation versus a plan situation.

## VIII. STAFF REPORTS

### Financials Update: CFO *Lobelia Cole-Smith* reported:

#### *Financial highlights:*

- CRA continues to have a positive cashflow and is currently operating on TIF funds.
- CRA is current on accounts payable and payroll taxes.
- CRA began the July 30, 2023 audit.
- 10/15/24 is the tentative date set for the completion of the audit.
- Awaiting workbook format confirmation from Banks, Finley and White.
- Received daily TIF reports for August, awaiting parcel data listing from the City and County.
- December 31, 2024 is the target completion date for the 2024 audit.
- CRA currently has one year of available funds.
- CRA is currently paying on the Collins Chapel project.
- CRA received the first invoice from the Edgeview project in the amount of \$500,000.
- The 299 Chelsea project (brick church) will be paid out of the Uptown TIF funds. The goal is to pay the invoices without having to borrow. CRA and Hattiloo will partner together to fundraise.

A question-and-answer session followed on Financial Statement line items.

### President's Update: *President Andrew Murray* gave an update on where CRA currently is:

- President Murray distributed handouts showing five maps that represent 50 million dollars of CRA expenditures dating from 2018 to 2024 (Single Family Home Rehab, Tree Removal/Trimming, Home Construction and Infrastructure, Parks and Property). Board Member Perry suggested that total numbers be added to the maps to show additional information.
- President Murray complimented Lisa Ivy/Single Family Home Rehab Director and her crew for the completion of so many homes in the past few years.

A lengthy discussion and question and answer session followed.

- The CRA is working with the City's Department of Housing and Community Development with their Groundbreaker rollout. RFPs will go out from the City for properties in need of redevelopment.
- Staff Ekstrom gave an update on Brownfield Coalition stating that they are queued up to do Phase 1 and Phase 2 assessments in every target area that CRA is working in for the grant, which is active until September 2027. Over twenty people attended a brownfield training workshop for the public at the CRA office last week.

**Legal Update:** CRA Counsel Monice Hagler gave an update on ongoing legal matters:

- In the absence of Monice, President Murray reported that in reference to Highland Row, CRA counsel Hagler and Attorney Charles Carpenter are still negotiating the matter.

**IX. UNFINISHED BUSINESS**

Per Board Member Langston's request, President Murray gave an update on the RFPs for 850 N. Manassas, the Porter Leath Building, Manassas Market, Smokey City Market and more.

**X. NEW BUSINESS AND OTHER ANNOUNCEMENTS**


There was no update.

**XI. ADJOURNMENT**

The meeting was adjourned at 9:58 am.

The next CRA Board meeting date is scheduled for Thursday, **November 7, 2024.**

Respectfully submitted,

  
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Ann W. Langston, Secretary