



**MINUTES OF THE  
MEMPHIS CENTER CITY DEVELOPMENT CORPORATION  
114 North Main Street  
Memphis, TN 38103**

**Wednesday, August 19, 2020**

**Due to the declarations of a State of Emergency by the President of the United States, the Governor of Tennessee, and the Mayor of Memphis relating to the COVID-19 Pandemic, the CCDC has determined that it is necessary that the meeting be conducted by electronic or other means of communication in order to protect the health, safety and welfare of the public, DMC staff, and CCDC applicants. This meeting of the CCDC was held via Zoom virtual meeting. Board members participated by phone with all materials made available to them as well as the public in advance. Procedures were in place to identify all participants on the call including members of the public and allow for questions and public comment.**

**Board Members Present (via conference):** Michael Chance, Sharon Leicham, Anton Mack, Ray Brown, Julie Lansky, Carl Person, Deni Reilly, Terry Woodard and Benjamin Orgel

**Board Members Absent:**

**DMC Staff Present:** Jennifer Oswalt, Christine Taylor, Brett Roler, Penelope Springer, Penelope Huston, Erik Stevenson, Jaske Goff, Katie Flynn, and Abram Lueders.

**Guests (via conference):** Charles Carpenter (Legal Counsel), James Stokes, Colby Mitchell, Tom Gattas, Anthony DiNolfo, Doug Carpenter, Brit McDaniel, Joel Lyons, and Cara Greenstein.

Chairman Chance determined that a quorum was present, and the meeting was called to order at 9:00 A.M. Christine Taylor called roll for board members, staff and attending guest. Chairman Chance called for approval of the minutes from July 15, 2020 CCDC meeting. Carl Person motioned to approve the minutes as presented, Ray Brown seconded the motion, after roll call vote, the motion passed unanimously.

**Agenda Item III: Financial Report**

Penelope Springer presented the financial report and highlights. The full Diversity Report can be reviewed on the DMC website.

**Agenda Item IV: Retail TI Grant Request – Paper & Clay, 525 South Main Street**

Brett Roler presented the grant request for property located at 525 South Main Street (Paper & Clay). The applicant, Paper & Clay, plans to fully renovate the commercial space and move their retail and studio operations to the South Main neighborhood. Terry Woodard recused herself from the vote. Ray Brown made a motion to approve the \$30,000 grant request, Benjamin Orgel seconded the motion, after roll call vote, the motion passed unanimously.

**Agenda Item V: EIG Grant Request – 376 South Main Street**

Brett Roler presented the EIG grant request for property located at 376 South Main Street. The applicant purchased the building with plans to add ground-floor commercial space and rental apartments on the upper floor. Applicant Joel Lyons was present to answer any questions. Sharon Leicham made a motion to approve the grant request for up to \$ \$80,000., Carl Person seconded the motion, after roll call vote, the motion passed unanimously.

**Agenda Item VI: EIG Grant Request – 372 South Main Street**

Brett Roler presented the EIG grant request for property located at 372 South Main Street. The applicant purchased the building in 2019 with plans for two separate ground-floor commercial spaces to accommodate retail and service businesses. The second floor (7,000 sq. ft.) will also be available for commercial occupancy. Anton Mack made a motion to approve the grant request for up to \$80,000. Deni Reilly seconded the motion, after roll call vote, the motion passed unanimously.

**Agenda Item VII: South City Grant Request – 202 G.E. Patterson Avenue**

Katie Flynn presented the South City grant request for property located at 202 G.E. Patterson. The applicant is planning exterior improvements to the building and site including the following: Exterior Building Repair, Tuck-pointing/masonry, Exterior Painting, New Awnings, Fencing, Landscaping, Window Repair/replacement, Storefront Repair/replacement, Exterior Lighting, Sidewalk Repair, and Exterior Mural/Art. Component Deni Reilly made a motion to approve the grant request for up to \$46,788., Benjamin Orgel seconded the motion, after roll call vote, the motion passed unanimously.

**Agenda Item VIII: Pre-Development Assistance Grant (New Program)**

Abe Lueders presented proposal for a new pre-development grant. A pre-development assistance grant would provide funding for the vital work that needs to be completed before a property owner can pursue financing and more significant incentives for a project. After a brief discussion, Ray Brown made a motion to approve, Sharon Leicham seconded the motion, after roll call vote, the motion passed unanimously.

**Agenda Item IX: Marketing Micro-Grant**

Penelope Huston presented a proposed new program for downtown business owners. A micro-grant program assisting existing downtown businesses impacted by the COVID-19 pandemic and related economic impacts. The Downtown Marketing Micro-Grant will assist small and locally owned Downtown businesses in the retail, food and beverage, and service sectors, with customer-acquisition and new-segment marketing strategies. Julie Lansky And Deni Reilly both recused themselves form the vote. Anton Mack and Ray Brown thanked staff for adding this new tool. Terry Woodard made a motion to approve, Anton Mack seconded the motion, after roll call vote, the motion passed unanimously.

**Agenda Item X: Quarterly Diversity Report**

Penelope Springer presented the quarterly diversity report.

**Agenda Item XI: Other Business**

NO OTHER BUSINESS

**Agenda Item XII: President's Report**

Jennifer Oswalt thanked board members for their time today. The DMC is focused on WMBE program and supporting small businesses to keep them going during this pandemic.

**Agenda Item VIII: Adjournment**

Seeing no further business, the meeting was adjourned.