



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

**Wednesday, July 21, 2021**

**Board Members Present (via conference):** Michael Chance, Elizabeth Low, Tanja Mitchell, Anton Mack, Kevin Brewer, Carl Person, Demar Roberts and Benjamin Orgel

**Board Members Absent:** Julie Lansky,

**DMC Staff Present:** Paul Young, Christine Taylor, Brett Roler, Penelope Springer, Penelope Huston, Jaske Goff, Katie Flynn, Abram Lueders, Lauren Bermudez, Debra Streeter and Kendrick Moore (Intern).

**Guests (via conference):** Charles Carpenter (Legal Counsel), Emily Todd, Tom Bailey, and James Stokes, and Member of the Public

Chairman Chance determined that a quorum was present, and the meeting was called to order at 9:02 A.M. Christine Taylor called roll for attending board members. After reviewing meeting protocols, Chairman Chance called for approval of the minutes from June 16, 2021, CCDC meeting. Benjamin Orgel motioned to approve the minutes as presented, Anton Mack seconded the motion, after roll call vote, the motion passed unanimously.

**Agenda Item III: Financial Report**

Penelope Springer presented the financial report.

**Agenda Item IV:**

**South City Good Neighbor Grant Request – 502 South Second Street**

Katie Flynn presented the South City Good Neighbor grant request up to \$50,000 for property located at 502 South Second Street. The site contains a 4,580 sq. ft. single-story masonry building, built in 1930. The structure was formerly occupied by the Metro Goldwyn Mayer (MGM) Warehouse & Corporate Office of the National Theater Supply Company. The applicant is planning a full interior and exterior renovation of the building. The exterior improvements will include the following: Restore & repair exterior masonry, add new clad architectural panels, replace doors, replace windows with new metal-framed windows, new signage, add landscaping and planters, and new exterior lighting. Demar Roberts motioned to approve the grant request as presented, Benjamin Orgel seconded the motion, after roll call vote, the motion passed unanimously .

## **Agenda Item V:**

### **Exterior Improvement Grant (EIG) Request – 77 S. Front Street**

Kendrick Moore (DMC Intern) presented the Exterior Improvement Grant request up to \$80,000 for property located at 77, 81 & 85 South Front Street. The applicant plans a full renovation of the exterior to upgrade the building, while keeping the integrity of the building intact. The brick will be tuck-pointed and repaired along with the stucco. The deteriorating wood will be replaced, the doors and windows will be replaced in like-kind. New high-quality awnings will be installed with new signage and exterior lighting. The existing window A/C units will be removed from the Front St. façade of the building and relocated. All exterior cables and wires will be concealed. The structure currently houses 3 separate tenants, 2 commercial (FIVE ONE Architects & Front Street Deli) on the ground floor, and a one-bedroom apartment on the second floor. The use of these commercial spaces will remain the same post-renovations. Tanja Mitchell motioned to approve the grant request as presented, Anton Mack seconded the motion, after roll call vote, the motion passed unanimously.

## **Agenda Item VI: Exterior Improvement Grant Program Revisions**

Katie Flynn presented the suggested EIG program revisions. Staff recommends re-adopting the EIG program with a new sunset date of August 31, 2023. The revised EIG program will be modified with the suggested changes: Application deadline to be changed from two weeks to three weeks prior to the CCDC meeting date, removal of “15 hard copies” of final application requirement, removal of \$100 non-refundable application fee, removal of “three credit references” requirement, new sources and uses example application attachment, adjust the fixed rate of \$2,000 to \$5,000 for designs provided by the Design Assistance Program, increase the number of architects providing design assistance from 2 to 11, change the role of design assistance client from EIG applicant to DMC staff. Also, the DMC staff suggest making the following modification to the EIG grant amounts: Main Street Mall \$80,000, Downtown Core & Targeted Areas \$60,000, Central Business Improvement District (CBID) \$40,000. After board discussion and questions, Benjamin Orgel motioned to approve the EIG program revisions request as presented, Tanja Mitchell seconded the motion, after roll call vote, the motion passed unanimously.

## **Agenda Item VII: Downtown Sidewalk Grant**

Lauren Bermudez presented the proposed Downtown Sidewalk Grant program. DMC staff recommends that the Downtown Sidewalk Grant Program be funded with an initial budget of \$50,000 for FY 2022. Staff is recommending that CCDC fund half of this program for a total of \$25,000. Staff will also request a total budget of \$25,000 from the Downtown Mobility Authority (DMA). The DMC can use the Sidewalk Grant Program to incentivize Downtown commercial property owners to bring sidewalks up to City code. Not only are improved sidewalks beneficial to the commercial property owner and their property values, but they also contribute to the public good of the Downtown experience for everyone. Tanja Mitchell motioned to approve the grant request as presented, Anton Mack seconded the motion, after roll call vote, the motion passed unanimously.

**Agenda Item VIII: Officer Election**

Charles Carpenter presented the annual nomination of the CCDC officers. After reviewing the slate of officers and protocol, Charles Carpenter called for a motion to close nominations. Demar Roberts motioned to close nominations, Benjamin Orgel seconded the motion, after roll call vote, the motion passed unanimously. The suggested slate of officers are Michael Chance as Chairman, Julie Lansky as Secretary and Anton Mack as Treasurer. Demar Roberts motioned to approve the slate of officers as presented, Benjamin Orgel seconded the motion, after roll call vote, the motion passed unanimously.

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

Paul Young presented a brief Downtown update.

**Agenda Item X: Adjournment**

Seeing no further business, the meeting was adjourned.