



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

**Wednesday, August 18, 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, and Kendrick Moore (Intern).

**Guests (via conference):** Charles Carpenter (Legal Counsel), Floyd Tyler, Emily Todd, Mike Todd, Alex Turley, 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 July 21, 2021, CCDC meeting. Kevin Brewer motioned to approve the minutes as presented, Demar Roberts 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 – 626 Vance Avenue**

Katie Flynn presented the South City Good Neighbor grant request up to \$50,000 for property located at 626 Vance Avenue. The subject property is located on the northern side of Vance Avenue, in the block between Cynthia Place and South Orleans Street. The applicant is planning exterior improvements to the building and site including the following: exterior building repair, tuck-pointing/masonry, sidewalk repair, exterior painting, exterior signage, new awning(s), door repair/replacement, and exterior lighting. Tanja Mitchell motioned to approve the grant request as presented, Demar Roberts seconded the motion, after roll call vote, the motion passed unanimously.

## **Agenda Item V:**

### **Exterior Improvement Grant (EIG) Request – 629 Monroe Avenue**

Katie Flynn presented the Exterior Improvement Grant request up to \$80,000 for property located at 629 Monroe Avenue. The applicant is proposing exterior improvements that would reactivate features original to the building. The boarded transom windows will be infilled with new glass windows, the limestone architectural detail on the parapet wall will be repaired, and the masonry will be tuck pointed and stabilized. The sidewalk will be re-graded and the existing storefront windows will be replaced. The existing awning structure will be completed and covered, including LED down lights to illuminate the sidewalk and new up/down illumination above. The existing marquee sign will be converted to LED along with minor repairs and additional landscaping will be added along the sidewalk. Applicants Emily and Mike Todd were present to answer any questions. Kevin Brewer motioned to approve the grant request as presented, Demar Roberts seconded the motion, after roll call vote, the motion passed unanimously.

### **Exterior Improvement Grant (EIG) Request – 694-704 Madison Avenue**

Katie Flynn presented the Exterior Improvement Grant request up to \$80,000 for property located at 694-704 Madison Avenue. The subject property is a one-story vacant retail building located on the north side of Madison Avenue between North Orleans Street and North Manassas Street. The University of Tennessee Health Science Center (UTHSC) has engaged Henry Turley Company (HTC) and ComCap Partners to develop 10 acres as part of the UTHSC's Master Plan. Orleans Station Retail will bring restaurants, shops, and amenities to the area. The plaza on Madison, opposite Orleans Station Retail, will provide parking for customers. The exterior improvement scope of work includes site improvements such as new fencing, gates, landscaping, new sidewalks, trolley stop improvements and a retaining wall. The exterior building improvements include select demo, new doors and windows, new storefronts, finishes, and exterior wall panels. Anton Mack motioned to approve the grant request as presented, Demar Roberts seconded the motion, after roll call vote, the motion passed unanimously.

### **Exterior Improvement Grant (EIG) Request – 433 Madison Avenue**

Katie Flynn presented the Exterior Improvement Grant request up to \$60,000 for property located at 433 Madison Avenue. The subject site is located on the south side of Madison Avenue, between S. Lauderdale Street and Marshall Avenue. The applicant is proposing exterior improvements to the façade along Madison Ave. to coincide with owner-funded renovation of the interior. The exterior scope of work largely consist of repairing and restoring the historic terra cotta façade, replacing the windows and doors, and sidewalk repair. The applicant will be preserving the existing storefront's decorative features that are important in defining the overall historic character of the building, and plans to reuse the stained-glass signs on the interior of the building. Kevin Brewer motioned to approve the grant request as presented, Demar Roberts seconded the motion, after roll call vote, the motion passed unanimously.

**Agenda Item VI: Request to extend Retail TI Grant Program**

Brett Roler presented the request to extend the Retail TI Grant Program. Staff requests that CCDC extend the Retail TI Grant program for an additional six months. The existing program would be offered until February 16, 2022. Staff will continue to proactively market the program in the interim and will present recommendations to the CCDC Policy Committee in Q1 2022. 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: President's Report**

Paul Young presented a brief Downtown update COVID impact on Downtown businesses returning to work, weekend traffic, the return of Food Truck Thursday and Public Safety Report at the DMC meeting.

**Agenda Item VIII: Adjournment**

Seeing no further business, the meeting was adjourned.