



To: CCDC Board of Directors

From: DMC Staff

Date: June 8, 2022

RE: Special Grant Request – Memphis Farmers Market Pavilion Repairs

Background:

Since 2006, the Memphis Farmers Market (MFM) has provided fresh and local foods to Downtown Memphis as part of its mission to help educate the broader community about eating local and good nutrition. Located in the heart of the South Main neighborhood at Central Station, the MFM is a weekly, non-profit outdoor market place serving locals, Downtown residents, and visitors. MFM showcases locally-sourced produce and food items, as well as locally-produced kitchen and garden arts and crafts from the Mid-South region.

Current Challenge:

Unfortunately, the space used by the Memphis Farmers Market is in need of significant maintenance and repair. Due to the nature of their lease to use the property, the MFM is responsible for most of this work. Like many non-profits, a significant capital improvement expense for leased property is beyond the reach of the organization at this time. In the interest of helping support and retain the market Downtown, the DMC staff is proposing a creative funding strategy to help address the immediate needs quickly while providing a larger matching grant opportunity.

Estimated Budget:

MFM has identified approximately \$25,000 of immediate repair needs generally related to the enclosed restroom space at the market site. Additionally, over \$91,000 of work is needed to repair and repaint the large canopy structures on site.

The following describes the estimated project budget:

<b>Scope Item</b>	<b>Budget</b>	<b>% of Total</b>
Prep & Paint Canopies and Frames	\$91,963	(73%)
Sewer Lift Station Repair	\$8,124	(6%)
Sprinkler System Repair	\$2,940	(2%)
HVAC Unit Replacement	\$10,000	(8%)

Lobby Area & Ceiling Repairs	\$2,000	(2%)
<b>Subtotal</b>	<b>\$115,027</b>	<b>N/A</b>
10% Contingency	\$11,500	(9%)
<b>TOTAL</b>	<b>\$126,527</b>	<b>(100%)</b>

Staff Recommendation:

DMC Staff recommends a two-part grant approach in the interest of finding a creative solution to support the MFM’s continued operation Downtown. For Part One, the DMC Staff recommends approving a one-time grant of \$25,000 to cover the immediate repairs, not including the canopy repair and painting.

For Part Two, DMC Staff recommends funding a matching challenge grant of up to \$50,764 from CCDC to fund half the cost to prep and paint the canopy structures. This dollar-for-dollar match will significantly lower the MFM’s overall fundraising goal to complete the work while clearly demonstrating the DMC’s commitment to this project. Staff recommends allowing MFM up to 12 months from the date of this approval to raise the required match and begin the canopy repair and painting scope of work.

As is the case with all CCDC projects, the DMC’s Equal Business Opportunity (EBO) Program and Design Review Board (DRB) approval will be required as standard approval conditions.