

Center City Development Corporation Board Meeting

To: Center City Development Corporation (CCDC)
From: DMC Staff
Date: July 20, 2022
RE: Exterior Improvement Grant Request – 385 S. Main Street (Felicia Suzanne’s)

The enclosed Exterior Improvement Grant application has been submitted for consideration at the July 20, 2022, CCDC Board Meeting.

Project: **Felicia Suzanne’s**

Applicant: Adam Slovis
495 Tennessee Street, #152
Memphis, TN 38103

Property Owner: 383-385 S. Main Street, LLC
495 Tennessee Street
Memphis, TN 38103

Applicant’s Request: Exterior Improvement Grant in an amount up to \$60,000

Project Description: The subject property is a single story commercial building located on the west side of South Main Street. It is approximately 6,600 square feet.

A long-time Downtown fine dining destination, Felicia Suzanne’s requires a new space to lease. As a resident of the South Main neighborhood, the chef and owner is interested in developing a refreshed dining concept in the area.

The exterior scope of work will include repair and cosmetic improvements that would not only provide enjoyable outdoor seating space for patrons but also enhance the pedestrian experience. These include:

- Installation of (2) door openings and repair front doors
- Repair and recover (2) awnings at store front
- Install new exterior windows at side and rear
- Install new side exiting doors
- Remove old concrete and patio in the rear
- Install new concrete and new masonry wall around patio
- Tuck point brick exterior throughout the building

- Install new exterior signage
- Parking lot repairs, restriping, and modifications for new openings

EIG Budget:

The Exterior Improvement Grant (EIG) is designed to help Downtown commercial property owners make high-quality improvements to the exteriors of Downtown buildings. These improvements help businesses draw customers by enhancing curb appeal, increase walkability by adding street-level interest, and increase neighborhood property values.

The Exterior Improvement Grant is for exterior work only and requires a 1 to 1 match from the applicant. The maximum grant for this location (South Main Retail Node) is \$60,000.

The following describes the estimated project budget:

Sources:

Owner’s Equity	\$69,387	(53.63%)
CCDC EIG	\$60,000	(46.37%)
Total Sources	\$132,637	(100%)

Uses:

Storefront door repair	\$2,800	(2.16%)
Storefront awning repair	\$1,500	(1.16%)
New exterior windows	\$43,000	(33.23%)
New patio masonry wall	\$18,000	(14.30%)
New side exiting doors	\$8,500	(6.57%)
Tuck pointing brick	\$21,750	(16.81%)
New patio gate	\$650	(0.50%)
Steel for masonry opening	\$5,720	(4.42%)
Patio decking repair	\$1,417	(1.10%)
New exterior signage	\$15,000	(11.59%)
Permitting	\$1,500	(1.16%)
Parking lot repairs	\$6,750	(5.22%)
Exterior lighting repairs	\$2,300	(1.78%)
Total Uses	\$132,637	(100%)

Design Review:

The applicant will submit design plans to the DRB in the coming months.

EBO Program:

Any project that is awarded financial incentives from the Downtown Memphis Commission (DMC) shall include a best faith effort to reach no less than 25% participation by minority and/or women owned businesses (MWBE) in the project's development cost (design and construction hard costs).

Compliance with this Equal Business Opportunity (EBO) Program is a closing requirement. **If the requirements of the EBO Program are not met, the CCDC will cancel the incentive.**

Outreach & Inclusion Plan: The specific steps required for each applicant to be compliant with the DMC's EBO Program takes into consideration the size, scope of work, and development costs associated with the project. At the time of incentive application, it is typically too early to identify specific contractors or sub-contractors that will ultimately be involved in the construction. However, the applicant has a clear understanding of the EBO Program and has worked with DMC staff to identify the following key steps that will be included in their Outreach & Inclusion Plan:

- The applicant will meet and coordinate with minority-owned business assistance organizations such as the Memphis Area Minority Contractors Association (MAMCA) and the Mid-South Minority Business Council Continuum (MMBC) to make their members aware of the project and any contracting and sub-contracting opportunities.
- The applicant will use the City of Memphis Business Diversity & Compliance Registry and the resources at the Shelby County Office of Equal Opportunity Compliance to identify qualified subcontractors and other tradespeople to perform the needed work.
- The applicant will advertise and host a pre-bid conference to allow MWBE subcontractors an opportunity to ask questions and learn more about the job opportunity. DMC staff will be invited to attend the pre-bid conference to observe.
- The applicant will contact a minimum of 3 certified MWBE businesses for each trade or type of subcontractor needed, and provide each a fair opportunity to submit a bid and be considered for the work.
- Once the service providers have been identified, the applicant will submit the form titled "Proposed Utilization Plan" to DMC staff for review and approval. The applicant will also be asked to provide a full record of the outreach steps taken and the results thus far. This documentation can

include items such as a phone call log, copies of emails, meeting notes, and pre-bid conference attendance sheet.

- After construction has started, the applicant will provide monthly updates to DMC staff detailing the project status and level of MWBE involvement at each major phase of the project.

Minimum MWBE Goal: With an estimated exterior budget of \$129,387.00, a 25% level of MWBE inclusion for that work is approximately **\$32,346.75.**

Staff Evaluation: The DMC's Strategic Plan encourages facilitating and accelerating real estate development, incentivizing Downtown development when necessary to increase investment and economic development, and fighting blight to improve the visual appearance of the built environment Downtown.

DMC staff fully supports this grant application to establish a successful restaurant in the South Main Retail Node in a previously vacant commercial space.

Felicia Suzanne's is a local woman-owned business that celebrates Southern cuisine and emphasizes our local culture. Supporting a local business and unique cultural asset of Downtown are in keeping with the goals of the EIG. The additional outdoor seating along South Main will further enhance the vibrancy and diverse offerings that make the neighborhood so attractive to locals and tourists alike.

Recommendation: **Staff recommends approval of an Exterior Improvement Grant in an amount up to \$60,000 based on approved receipts and subject to all standard closing requirements and conditions.**