

Center City Development Corporation Board Meeting

To: Center City Development Corporation (CCDC)
From: DMC Staff
Date: February 9, 2023
RE: Good Neighbor Grant Request – 1287 Vollintine Ave

The Good Neighbor Grant application has been submitted for consideration at the CCDC Board Meeting.

Project: **1287 Vollintine Ave**

Applicant: Valencia Pope
5121 N Watkins Street
Memphis, TN 38127

Property Owner: James & Gloria Wilson
5121 N Watkins Street
Memphis, TN 38127

Applicant's Request: Good Neighbor Grant in an amount up to \$25,000.

Project Description: The subject property is an approximately 3,000 square foot commercial building at the southwest corner of Vollintine Avenue and North Claybrook Street near the redevelopment of Northside High School. Historically a sundry, it has been vacant for some time with the roof of the addition being open to the elements. The structure has a fortified and unwelcoming appearance with brick-filled window openings and iron bars.

The property has been held by Valencia Pope's family since 2005. To lead this renovation, Ms. Pope will lean on her experience in project management and construction. She has stabilized the building by replacing the roof and is seeking assistance for the exterior improvements that will help bring the building back into productive use and add vitality to the Klondike neighborhood.

With the renovation project, three commercial units facing a major corridor will be added to the neighborhood. The largest will become a convenience store and another unit will serve as the office location for MVP Business, the Ms. Pope's general

contracting business. The remaining and third unit will be available for lease in a white box finish.

The exterior scope of work that is eligible for grant funding include:

- Installing (3) storefront windows
- Installing (3) storefront doors
- Conducting masonry repair and tuck-pointing
- Installing exterior lighting
- Installing (3) awnings
- Constructing ramps at the entrances
- Commissioning a mural for the western wall
- Painting the exterior a warm white
- Adding fill and sod to the to the site

EIG Budget:

The Good Neighbor Grant program is designed to help Downtown-adjacent businesses make high-quality exterior building improvements to improve the appearance of property and fight blight. These improvements help draw in customers by making buildings approachable, increase pedestrian activity in neighborhoods, and add vibrancy to once dilapidated property. The Grant is reimbursable and requires the applicant to provide receipts of completed work.

For this program, we partner with neighborhood organizations that provide connections, invaluable insight, and funding. For this location in Klondike, our partner is The Works Inc.

The following describes the estimated project budget:

Sources:

Owner’s Contribution	\$37,580	(60%)
GNG Request	\$25,000	(40%)
Total Sources	\$62,580	(100%)

Uses:

Storefront windows (3)	\$11,680	(19%)
New doors (3)	\$9,300	(15%)
Metal awnings	\$9,000	(14%)
Tuck-pointing masonry	\$6,000	(10%)
Exterior lighting	\$6,000	(10%)
Mural	\$5,000	(8%)
Sidewalks & ramps	\$4,500	(7%)
Paint	\$4,000	(7%)
Landscaping	\$900	(1%)
<u>Contingency</u>	<u>\$6,200</u>	<u>(10%)</u>
Total Uses	\$62,580	(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 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 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.
- If additional resources are needed, the applicant will 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.

Minimum MWBE Goal: With an estimated exterior improvement budget of \$62,580, a 25% level of MWBE inclusion for that work is approximately **\$15,645.**

Staff Evaluation:

DMC staff is in full support of this renovation project in an underinvested neighborhood along a high impact corridor. It will greatly improve the visual appearance of the built environment. Our funding partner and neighborhood advocate, The Works Inc. is also supportive of this project and has worked with the applicant since its inception.

Previously a vacant eyesore, the subject property will be transformed into a community amenity and invite more pedestrian foot traffic. The increased visibility with the storefront windows and lighting will not only make the space visually appeal but also create a safer environment. The exterior improvements will instill a sense of ownership and community pride inspiring further investment in the community.

Recommendation:

Staff recommends approval of a Good Neighbor Grant in an amount up to \$25,000 based on approved receipts and subject to all standard closing requirements and conditions.