

MEMPHIS AREA ASSOCIATION OF GOVERNMENTS
Executive Board Meeting
Meeting Minutes

MAAG Board Room
Cordova, Tennessee

March 3, 2016
10:00 A.M. CST

Board Members Present:

Hon. Hugh Davis Jr., *Chairman and Vice Mayor of Piperton*
Hon. Minnie Bommer, *Vice-Chairman and Alderwoman of Covington*
Hon. Alonzo Beard, *Alderman of Lauderdale County*
Hon. Maurice Gaines, Jr., *Mayor of Lauderdale County*
Chief Roy Hill, *Representing Mayor Carol Witt of Jericho, AR*
Ms. Vanessa Lynchard, *County Administrator, DeSoto County, MS*
Mr. David McKinney, *Director of Legislative Affairs, Assistant County Attorney, Representing Mayor Mark Luttrell of Shelby County*
Sen. Reginald Tate, *Tennessee General Assembly, District 33*
Ms. Kim Taylor, *Deputy Director of Planning and Economic Development, Representing Mayor Keith McDonald of Bartlett*

Board Members Absent:

Rep. Barbara Cooper, *Tennessee General Assembly, Distract 86*
Hon. Frank Fogelman, *Mayor of Marion, AR*
Hon. Terry Jones, *Mayor of Millington*
Hon. Jon Pavletic, *Mayor of Ripley*
Hon. Rhea Taylor, *Mayor of Fayette County*
Hon. Jim Strickland, *Mayor of Memphis*

Also Present:

Ms. Jasmine Champion, *MAAG*
Ms. Linda Coffman, *Linda's Accounting, CPA*
Mr. Tom Dyer, *Attorney, Wyatt, Tarrant, & Combs, LLP*
Mr. Odell Horton, *Attorney, Wyatt, Tarrant, & Combs, LLP*
Mr. Ralph Moore, *Executive Director MAAG*
Mr. Paul Morris, *MAAG*
Mr. Josh Shumaker, *MAAG*
Ms. Lisa Trexler, *MAAG*

I. Welcome and Call to Order

Chairman Davis, Jr. called the meeting to order, after he recognized that a quorum of the committee was present.

II. Invocation

Alderman Beard gave the invocation.

III. Approval of Minutes for September 24, 2015

MOTION by Alderman Beard to approve the minutes as presented. **SECONDED** by Chief Hill. Unanimously **APPROVED**.

IV. Financial Report –*Ms. Coffman’s report accompanied by two packets, January 2016 and February 2016*

Budget Report

Ms. Coffman asked the MAAG board if there were any question regarding the financial packet, January 2016, no questions. MAAG’s financial packet February 2016 – the Regions Bank checking account for the Revolving Loan Fund (RLF) is closed. A final cashier’s check made out to NDPDD for \$9,315.04.

MOTION by Senator Tate to approve the financial report as presented. **SECONDED** by Mayor Gaines, Jr. Unanimously **APPROVED**.

V. Program Updates

a. **Tennessee Department of Environment and Conservation (TDEC)** – *Mr. Shumaker’s report accompanied by peach handout*

- An update to Tipton County’s Solid Waste Needs Assessment is complete. TDEC requires a needs assessment to be updated every five years to keep information current from the county’s annual progress reports (APR).
- County solid waste annual reports are due to TDEC by March 31st. MAAG is assisting Fayette and Lauderdale counties with their respective reports.
- Additional technical assistance provided by MAAG, including assessment of current solid waste facilities and infrastructure, planning for TDEC’s ten-year plan implementation, and promoting education on recycling and waste diversion.

b. **Tennessee Advisory Commission on Intergovernmental Relations (TACIR)**

- The FY2015 inventory is complete. MAAG staff interviewed public officials and entered data on over 1,200 projects in four counties. This year’s inventory completion was the most expedient in MAAG’s history.

c. **Tennessee Department of Transportation (TDOT – WTRPO)**

- Rural Planning Organization coordinators met in February with TDOT Office of Community Transportation. Discussion addressed safety screenings, corridor management agreements, funding opportunities, and ECD’s broadband initiative.
- In the coming weeks, Office of Community Transportation will be presenting on TDOT’s long-range plan. Please let us know if your community is interested in hosting a presentation.

d. **Grant Development Assistance and Awards**

- Delta Regional Authority grants projects for 2015 are underway. City of Germantown (EPIcenter- Incubator), Memphis Bioworks, Agricenter International, MMBC Continuum, and Memphis Urban League awarded funding to promote job creation and retainment.
- TN Department of Environment & Conservation’s Recreation Educational Services accepted applications through March 23rd, there are various matches for these grants. The funding provided through Local Parks & Recreation, Land & Water Conservation, and Recreational Trails programs.
- TN Economic & Community Development is asking for input on broadband access. The 20-minute survey is available on ECD’s website: www.tn.gov/e.cd/section/broadband-survey.

e. **Tennessee Department Tourist Development (TDTD)** – *Ms. Champion’s report accompanied by pink handout*

- The West Tennessee Day Trippin’ Roots and Heritage Tour occurred in the month of February. The tour visited historical African-American sites in the West, TN region, which was in line with the celebration of black history month. The Roots and Heritage Tour had over 25 attendees and we sponsored 10 seats. West Tennessee Day Trippin’, MAAG and other tourist attractions in the West, TN region, MAAG distributed promotional materials during the tour.

- MAAG Website –Using the GIS, MAAG developed a historical site map, listing structures on the National Register in the West, TN region. MAAG will work with S2N designs to embed the interactive map on the MAAG Historic Preservation page of the website. The interactive map will allow users to explore and learn about the historic structures in the West, TN region. The map will also serve as a tourism connection and promotion for the historical districts in each county.
- Ms. Champion attended the Tennessee Hospitality and Tourism Association Blizzard Conference in Murfreesboro, in February. Great opportunity to network with the state of Tennessee Tourism Directors and attended the tourism directors meeting hosted by the new Tourism Development Commissioner, Kevin Triplett. Ms. Champion will accompany Commissioner Triplett on his visits to Tipton and Fayette Counties this month.

Communications & Social Media

- MAAG has hired a part-time social media Manager, Ms. Kara Tapp, to produce and share constant content on each of our six counties, grant opportunities, and events.
- Facebook: 1,091 Followers
- Twitter: 323 Followers (+20 from September 2015)
- Instagram: 556 Followers (+99 from September 2015)

f. Tennessee Historic Commission (THC) Historic Preservation Grant

- MAAG continues to assist Bozo’s Hot Pit Bar-B-Q, Mason Tennessee, (off of Hwy 70) toward its nomination on the National Register. We encourage you to identify potential sites in your communities towards nomination to the National Register by contacting the Historic Preservation Planner.
- Ms. Champion will be in Nashville to attend the Tennessee Preservation Trust conference, and learn about preservation in Tennessee.
- MAAG has dissolved the (TAB). The TAB board has failed to meet quorum. Ms. Champion will prepare a working plan to present to the MAAG Executive Board in September 2016.

g. Tennessee Housing Development Authority (THDA) – Mr. Morris’s report accompanied by blue handout

• USDA Rural Development’s Housing Preservation Grant (HPG)

MAAG is planning to submit an application to the Rural Development Office in Nashville for its Housing Preservation Grant (\$45,000) in our region. This grant program promotes homeowner repairs, and these USDA grant funds used along with weatherization and emergency repair program funding. MAAG will submit this application on March 15th.

• Emergency Repair Program

MAAG staff has provided home repair assistance for 27 families in our study area this fiscal year. Also over the last three months, MAAG has received approximately 45 phone calls and e-mails from agencies and older adults needing home repairs. MAAG staff provided information about the Emergency Repair Program, and about partnering agencies that may offer assistance.

• Online Homebuyers Education Program

- MAAG and THDA partnership with eHome America in providing online homebuyer education is performing well. So far, 14 participants have registered and taken the course. Go to www.ehomeamerica.org/maagov for more information

- MAAG and THDA will begin on-site homebuyer education classes in April. MAAG plans to hold two-four hour classes on the second and third weeks of each month. Classes held in Millington, TN and we are continuing to look for a facility in the Covington or Ripley areas.

VI. Executive Directors Report. *Mr. Moore's report accompanied by handouts, gold and white*

- a. MAAG Annual Dinner Thursday, April 14, 2016, 6:00 P.M.
Keynote speaker: Dr. Catherine L. Ross, PhD.
Location: The Butcher Shop, Cordova, TN
- b. CEDS Steering Committee met, February 18, 2016 at the Regions Bank Building
Mr. Randall Gross /Development Economics, is consulting the committee. The committee will be working and dealing at a regional level on 5 to fifteen items for the CEDS document. Then narrow it down to five or six that will have a meaningful impact on the region.
- c. House Bill 2570 – Rural Economic Opportunity Act of 2016 – *handout white*
Governor Haslam made a commitment to rural communities to receive \$8,000,000. This took place on October 13th, 2015. These funds is for rural counties. The Tennessee Development Districts met to look at the rural counties that are distressed. The funds slated for infrastructure, tourism, planning, training and mentoring, entrepreneurship, significant technologies, and economic development activates approved by Commissioner of ECD.
- d. Dues Assessment – MAAG region – *handout spreadsheet*
Mr. Moore's spreadsheet had a breakdown by counties and cities/towns. The question is, will MAAG bill the counties only or bill the cities/towns of the counties indivial dues. Dues are voluntary.

VII. Adjournment

MOTION to adjourn meeting by Alderwoman Boomer. **SECONDED** by Mayor Taylor.
Unanimously **APPROVED**.