

MEMPHIS AREA ASSOCIATION OF GOVERNMENTS
Executive Board Meeting
Meeting Minutes

MAAG Boardroom
Cordova, Tennessee

September 15, 2016
10:00 A.M. CST

Board Members Present:

Hon. Hugh Davis Jr., *Chairman and Vice Mayor of Piperton*
Hon. Alonzo Beard, *Alderman of Lauderdale County*
Hon. Minnie Bommer, *Vice-Chairman and Alderwoman of Covington*
Hon. Terry Jones, *Mayor of Millington*
Mr. David McKinney, *Representing Mayor Mark Luttrell, Shelby County*
Hon. Jon Pavletic, *Mayor of Ripley*
Hon. Rhea Taylor, *Mayor of Fayette County*

Board Members Absent:

Rep. Barbara Cooper, *Tennessee General Assembly, Distract 86*
Hon. Keith McDonald, *Mayor of Bartlett*
Chief Roy Hill, *Representing Mayor Carol Witt of Jericho, AR*
Hon. Frank Fogelman, *Mayor of Marion, AR*
Hon. Maurice Gaines, Jr., *Mayor of Lauderdale County*
Ms. Vanessa Lynchard, *County Administrator, DeSoto County, MS*
Sen. Reginald Tate, *Tennessee General Assembly, District 33*
Hon. James Strickland, *Mayor of Memphis*
Hon. Judy Watters, *Mayor of Rossville*

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*
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 Executive Committee was present.

II. Invocation

Alderwoman Bommer gave the invocation.

III. Approval of Minutes for April 14, 2016

MOTION by Mayor Pavletic, to approve the minutes as presented. **SECONDED** by Mayor Jones. Unanimously **APPROVED**.

IV. Financial Report

- a. **Reviewed August 2016 Financial Report**– *Ms. Coffman reported on the packet emailed to Board Member*

Alderwoman Bommer stated, Board Members email questions prior to the board meeting to Ms. Coffman, and the items in question, will have the paper copies available at the board meeting. Mayor Taylor suggested percentage column on the financial report in the future, regarding the current year. Ms. Coffman agreed.

- b. **Accounting Policies & Procedure Manual – SOP**

Governmental Accounting Standards Board (GASB) #38,
Retroactive to the effective date July 1, 2015.

MOTION by Mayor Taylor, to make GASB #38, Retroactive to the effective date July 1, 2015. **SECONDED** by Alderwoman Bommer. **Unanimously APPROVED.**

V. Program Updates

- a. Tennessee Department of Environment and Conservation (TDEC) Solid Waste

Mr. Moore stated he is overseeing this grant, until the new hire is in the office. The new employee will met with TDEC and get familiar with all processes.

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

Mr. Moore stated he is overseeing this grant, until the new hire is in the office. Mr. Moore and Ms. Trexler attended the yearly introduction meeting for TACIR, in Nashville. MAAG is waiting on TACIR to release the inventory for the schools and the general reporting. Then well will start inventorying.

- c. Tennessee Department of Transportation (WTRPO)

Mr. Moore stated he and Mr. Morris are overseeing this grant, until the new hire is in the office. Mr. Moore is going to have an active part with the WTRPO, in regards to his planning background, with MAAG's new employee. The Metropolitan Planning Organization (MPO) and WTRPO affect the MAAG region as a whole.

- d. Comprehensive Economic Development Strategy (CEDS)

Mr. Moore stated our consultant is working with the chambers regarding a survey the business community will receive. The survey will address their view on the MAAG region, Arkansas, Mississippi and Tennessee will receive via 'Survey Monkey'. MAAG is a month behind in the CEDS process, due to the respond from the MAAG region.

- e. Tennessee Department of Tourist Development (TDTD) – *Ms. Champion's report accompanied by peach handout*

Ms. Champion stated Developmental Co-op awarded MAAG, \$20,000. This is a matching grant and MAAG will match \$20,000. The grants use, to continue the promotion of *West Tennessee Day Trippin'* Campaign. Ms. Champion is attending the Tennessee Tourism and Hospitality Conference September 21st thru 23rd, in Chattanooga, TN.

- f. Tennessee Historic Commission (THC) Historic Preservation Grant – *Ms. Champion's report accompanied by peach handout*

Ms. Champion stated the National and Tennessee Registers of Historic Places, placed the Dr. Thomas H. price house on the register, June 13, 2016. MAAG assisted National Preservation Inc. and LeMoyne-Owen Community Development Corporation with nomination for the Tennessee Ten in TENN endangered property list: Clayborn Temple and the Aretha and Rev. C.L Franklin home. The Clayborn Temple is listed a state Historic Preservation, working on National Register. We encourage you to identify potential sites in your communities towards nomination to

the National Register by contacting Ms. Champion, Historic Preservation Planner. The MAAG website added historic preservation resources. Look at the Historic

Preservation webpage for educational purposes. Ms. Champion is attending, National Preservation Conference November 15th thru 18th, in Houston, TX.

Communications and Social Media

Ms. Champion stated MAAG has resumed sending out a monthly “Noteworthy News” to highlight and share relevant information to our subscribers.

Social Media Data

Facebook: 1,121 Likes (+30 from March 2016)

Twitter: 323 Followers (+23 from March 2016)

Instagram: 556 Followers (+108 from March 2016)

- g. Delta Regional Authority (DRA) Nine applications – *Mr. Morris’s report accompanied by blue handout*
 - i. The Memphis Chamber Foundation
 - ii. Explore Bike Share
 - iii. Urban Land Institute Memphis
 - iv. Chief Corner Stone Church
 - v. Mississippi River Corridor
 - vi. Artspace Projects
 - vii. Greater Memphis Alliance for a Greater Workforce
 - viii. Central United States Earthquake Consortium
 - ix. City of Germantown – EPIcenter

Mr. Morris stated the application process was open to the MAAG region. Chairman Davis, Jr. stated MAAG touches the whole region and dues participation should be considered.

- h. Tennessee Housing Development Authority (THDA)
 - i. THDA – ERP SOP ► **Motion**

Mr. Morris stated, board member have a copy in their board packet and was email to board members. THDA needs a vote on the current ERP SOP for the MAAG board members. The document is in two parts, the first part – program requirements, and the second part is the administration requirements.

MOTION by Mayor Taylor, to accept and adopt, Tennessee Housing Development Authority (THDA) – ERP SOP manual. **SECONDED** by Alderwoman Bommer. Unanimously **APPROVED**.

- ii. Online Homebuyers Education Program

Mr. Morris stated this program accessed, through the MAAG website.

VI. Executive Director’s Report

- a. Website Update

Mr. Moore gave a demonstration for the board member, the ESRI tool; this will be on the MAAG website. This is private market research, it is up-to-date, whereas censuses is done every ten years. The first phase will be complete in two weeks and phase two and three to follow in the future.

- b. New Hire

- Mr. Moore stated, Mr. Mike Landrum accepted the position, Redevelopment/Program Specialist, and is starting September 26, 2016. Mr. Landrum's background is in architecture.
- c. Plan Review, Zoning/Subdivision Review, and Land use Survey.
Mr. Moore stated the services would not be free, but at a cost.

VII. Executive Session

Chairman Davis, Jr. stated no Executive Session.

VIII. Other Business

- Mr. Moore thanked the board members and staff for the condolences regarding the death of his brother.
- Mayor Jones stated Millington has 11 new business opening.
- Mayor Taylor stated the festival in Fayette County, great turnout. TBC building will be opening at the end of 2016, 400 employees, and 1 million square feet.
- Mr. McKinney stated Shelby County is gearing up for the next General Assembly.
- Mayor Taylor stated the Mega was moving to Fayette County, but went to LaGrange, Georgia. A few reasons, utilities were not completed and some other items were not in place.
- Chairman Davis, Jr. stated IKEA has solar power energy on their roof to power many households in the course of a year. IKEA plans to open late fall.
- Alderwoman Bommer stated Covington received a Federal Grant, administered by Tennessee Department of Transportation, \$250,000 to put in sidewalks. Alderwoman Bommer is running for re-election, November 8, 2016 is the election. The Dr. Price house is on the Federal Register and will be a museum, plans to open February 2018.

IX. Adjournment

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