

MEMPHIS AREA ASSOCIATION OF GOVERNMENTS
Board Meeting
Meeting Minutes

MAAG Board Room
Cordova, Tennessee

September 25, 2014
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*
Rep. Barbara Cooper, *Tennessee General Assembly*
Ms. Melissa Cox-Rayner - *Business Development Consultant, ECD*
Mr. Terry Emerick, *Representing Mayor Keith McDonald of Bartlett*
Hon. Maurice Gaines, Jr., *Mayor of Lauderdale County*
Hon. Roy Hill, *Chief of Police, Crittenden County, AR*
Ms. Sherry Holliman, *City Council Woman, Marion, AR - Representing, Mayor Frank Fogelman*
Hon. Terry Jones, *Mayor of Millington*
Hon. Rhea Taylor, *Mayor of Fayette County*
Hon. Robert Turner, *Mayor of Somerville*
Mr. Paul Young, *Director of Legislative Affairs, Shelby County - Representing, Ms. Grace Hutchinson, Deputy Director, Memphis and Shelby County*

Board Members Absent:

Hon. Mark Luttrell, *Mayor of Shelby County*
Ms. Vanessa Lynchard, *County Administrator, DeSoto County*
Hon. Jon Pavletic, *Mayor of Ripley*
Sen. Reginald Tate, *Tennessee State Senator, District 33*
Hon. AC Wharton, *Mayor of Memphis*

Also Present:

Ms. Gwyn Fisher, *Regional Director-Greater Memphis Region, ECD*
Mr. Philip Walker, *Principal, The Walker Collaborative*
Mr. Keith Covington, *Principal, Third Coast Design Studio*
Mr. Kenneth Monroe, *Associate, Kimley-Horn & Associates*
Mr. Ralph Moore, *Executive Director MAAG -*
Mr. Terrence Evans, *MAAG*
Ms. Maggie Johnson, *MAAG*
Mr. Josh Shumaker, *MAAG*
Ms. Lisa Trexler, *MAAG*
Mr. Joseph Booker, *Contracted – Robert Half*

I. Welcome and Call to Order

Chairman Davis 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 October 31, 2013

MOTION by Alderwoman Bommer to approve the minutes as presented. SECONDED by Mayor Jones. Unanimously APPROVED.

IV. Financial Report –Mr. Evans report was accompanied by green handouts.

a. Budget Report

Mr. Evans addressed each handout regarding the budget. Mayor Turner asked what the asset is held for resale. Mr. Evans stated a home foreclosed on, from a RLF client in Williston, Tennessee.

b. FY 2014 Audit Update

Mr. Evens stated the Decosimo CPA firm will be in-house at MAAG October 22, 2014. Mr. Moore added we brought on Mr. Booker, from Robert Half to assist Mr. Evans with the completion of the preliminary audit work.

V. MAAG Organizational Services– Mr. Moore reported accompanied by white stapled handouts.

a. Community Planning

- i. Somerville
- ii. Henning

b. Grant Status and Updates

i. **Tennessee Housing Development Authority**

- Emergency Repairs Program (ERP)

Mr. Moore stated the FY 15-16 budget is \$444,000 for the Emergency Repairs Program (ERP). MLGW has pulled out and will not be collaborating with MAAG on the program. MAAG is in search for a partner, some of the partners approached cannot afford the 50% match dollars that is required. Also for some of the partners the 50% match will be the loan ability to receive the matching funds.

- Homebuyers Education Initiative

Mr. Moore stated MAAG will offer the *first time home buyers* this class in the rural areas and MAAG's new planner will be teaching these classes.

ii. **Delta Regional Authority (DRA)**

- State Economic Development Assistance Program

Mr. Evans gave an overview of the current projects with DRA. MAAG is the grant administrator on these following projects:

Crosstown Arts - \$250,000

MMBC Continuum - \$250,000

Halls Water Line - \$105,300

JAVA Bootcamp - \$199,600.

iii. **Tennessee Department of Tourism Development**

- Partnership Marketing Grant

June 27, 2014 – USDA held a Press Conference awarding MAAG with \$20,000 from the Rural Business Enterprise Grant to continue promoting the West Tennessee Day Trippin' campaign. These funds were used to continue advertisements in American Road Magazine, Group Tours, and redesign and send out rack cards.

MAAG Received the Innovation Award for the February 2014 Black History Month Day Trippin' Tours. We also won the Building Vibrant Places 2014 NADO Photo Contest for a photograph of the TN Brewery Untapped Event. MAAG was recognized with other award winners at the NADO Conference in Denver, CO held in late August.

The Day Trippin' Blog has had major increases since the beginning of the year since it launched 186 views in March to highest in July at 511 views. Blog posts are posted every Friday featuring events and attractions

MAAG is working with Ms. Marty Marbry (Regional Tourism Manager) to create a new Day Trippin' Tour that will correlate to the TDTD's Great River Roads and Walking Tall Diving Guides. This tour will be shopping themed highlighting: 1) Main Street Arlington, Collierville, 2) Covington, Charlene's in Halls, Wolf River Café in Rossville, Tennessee Pewter in Somerville, and an antique store in Ripley. MAAG is currently talking with bus tour companies to contract with MAAG to create these tours.

The MAAG Tourism Advisory Board has cancelled the 3rd Quarterly meeting due to not meeting quorum. This is the 3rd time the TAB has not met quorum. Chairman Davis asked if Ms. Johnson needs assistance in getting the members to the TAB meeting. The mayors at the meeting agreed to assist in have this participation occur for the **rescheduled meeting, Tuesday, January 13, 2015.**

iv. **Tennessee Historical Commission**

- Historic Preservation Grant

MAAG submitted the Tennessee Preservation Trust's Ten in Tennessee Endangered Application for the Dr. Thomas H. Price House in Tipton County in late August 2014. Ms. Johnson is working with Alderwoman Bommer on this application. The Tennessee Preservation Trust recognized the Dr. Price House (#8 on the list) as one of the top 10!

MAAG is working on the 2nd draft of the National Register for the Dr. Thomas H. Price House in Covington. We will be submitting the final draft by October 13th. MAAG and members in Covington met the THC Staff for a site visit in June to discuss the nomination process. The THC staff feels comfortable about the nomination. The date hasn't been set by the THC when they will be reviewing the nomination. Once the Dr. Price House receives the nomination, the city of Covington will be able to apply for Federal Tax Credits to begin rehabilitation.

MAAG and Dan Brown from the Tennessee Historical Commission (THC), met with the City of Rossville and Somerville to work with them on becoming a Certified Local Government (CLG) and assist them with the historic zoning overlay.

The Heritage Tours along with the Day Trippin' is a part of the Historic Preservation Grant.

v. **United States Department of Agriculture**

- West Tennessee Rural Planning Organization (WTRPO)
An upcoming meeting of the West TN Rural Planning Organization will be held in November. Exact date/time is TBD. Agenda items will include committee reorganization, Community Planning Grant, and Multimodal Access Fund.
- TDOT Office of Long-Range Planning is collecting information for a 25 Year Long Range Planning Study. An interactive map is available at <http://wikimapping.com/wikimap/TN-Plan.html>.
- Applications are now open for TDOT's Multimodal Access Fund (applies to the MPO and RPO) and Community Transportation Planning Grant (applies to the rural planning organizations) funding opportunities. These grants are Tennessee State funded. Applications are due by November 5, 2014.

vi. **Tennessee Department of Environment and Conservation**

- Solid Waste Technical Assistance
 - a. TEDC is conducting its 2015-2025 Solid Waste and Materials Management Plan. Public participation meetings will be scheduled for October. For more information, please go to <http://www.tn.gov/environment/solid-waste/plan-2025.shtml>. MAAG has partnered with Fayette County (Charles Traylor) to develop a needs assessment. The document provides a comprehensive evaluation of current and future needs related to solid waste operations. Regions are required to update this document every five years. MAAG is assisting Fayette and Lauderdale counties in applying for funding through the TDEC Recycling Equipment and Used Oil funding opportunities. The deadline for applications is Sept. 30th.
 - b. Annual Progress Reports – TEDC Annual Progress Reports will be conducted this spring. MAAG developed APRs for Lauderdale and Fayette counties in 2014. Each county is required to submit this document to TDEC.
 - c. TN Clean Energy Grant – applications for the TN Clean Energy Grant will open in November. Eligible projects are those addressing cleaner alternative energy, energy conservation, and air quality.

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

TN Advisory Commission on Intergovernmental Relations completes its inventory for 2013-2014. Once notified, MAAG expects to begin the regional inventory for FY 2014-2015 in October.

viii. **U.S. Department of Housing and Urban Development (Shelby County)**

- Mid-South Regional Greenprint
Outreach presentations are nearing completion for the Mid-South Regional Greenprint. To date, MAAG has presented at over 50 community meetings in correlation with the Greenprint.
- The Greenprint final plan will be released in November. The plan will be presented to regional boards and commissions. Future implementation is dependent upon further funding sources and community organization.

ix. **Grant Development Assistance and Award**

- The City of Millington has been awarded a CDBG Disaster Relief grant from TN Economic and Community Development. The \$1 million grant will fund several projects within the city to improve infrastructure and storm water management. MAAG developed the application and will assist in the project administration.
- Applications for DRA's State Economic Development Assistance Program (SEDAP) have been submitted. MAAG assisted several applicants with project proposals. Projects are currently under review and further notices on project eligibility and awards will be

c. Communications & Social Media

- Social Media Update - The MAAG Facebook page and Twitter account continues to share relevant updates for our followers with a focus on local events and tourism. Our audience continues to expand each month as a result of regular, weekly updates. We currently have 277 Facebook followers, 266 Twitter (@MyMAAG) followers, 319 Instagram (@memphisdaytrippin) followers. If you don't currently follow us, please add us.
- We continue to send out bi-weekly newsletters highlighting the current happenings at MAAG. MAAG updated the newsletters to be quick points on what's going on and the current grants available. We also continue to announce grant opportunities and news events that are going on periodically.

ii. Voicemail/Email Notification (Grant Announcements)

- Ms. Trexler explained the new online service that will be used to contact the towns, cities, and counties in the MAAG region via office telephone messages/voice mails and emails.

VI. **Executive Directors Report** – *Mr. Moore reported accompanied by golden handout*

a. Recommended Organizational Services

i. Multi-discipline planning consultant services

- Walker Collaborative – Proposal of services
Mr. Walker addressed the board members with a detailed presentation, along with his team. The team consisted of Mr. Covington, Principal, Third Coast Design Studio and Mr. Monroe Associate, Kimley-Horn & Associates. The presentation consisted of explaining how to assist the MAAG development district in improving the planning for the six counties.

MOTION by Alderwoman Bommer to approve the minutes as presented. SECONDED by Representative Cooper. Unanimously APPROVED.

ii. Economic Development Tools

- Main Street /Tennessee Downtowns
Tennessee Downtowns is a 24-month program designed to help communities understand the undertakings of becoming a Main Street Program.
Main Street Program is a downtown revitalization movement that is based on a Four-Point Approach: Organization, Design, Promotion, and Economic Restructuring.

- Business Improvement Districts

A Business Improvement District (BID) is a commercial area of significance designated to improve the economy by promoting economic growth and development.

- Tax Increment Financing (TIF)

Start

- New Market Tax Credits (Introduction)

Start

- Industrial Revenue Bonds (EDGE)

Start

VII. MOTION by Ms. Cox-Rayner to approve the minutes as presented. **SECONDED** by Mayor Taylor. Unanimously **APPROVED**.

- Revolving Loan Fund (RLF)

Mr. Moore

ajksd'flkaj'sfj'aksjfl'ajsd;kfjasl;kjfl'ajsd'lfjal'skjdfkl'jasl'djflajs'ldfj'laskjfl'kj'lakjsdl'fkjal'jsdf'lja'lsdjf'ljas

MOTION by Mayor Taylor to approve the minutes as presented. SECONDED by Ms. Holliman. Unanimously APPROVED.

ii. Geographic Information System (GIS)

- Thematic Mapping (Zoning, Land Use, Water/Sewer lines, etc.)

VIII. Other Business

IX. The property in Willston, TN

X. Executive Session (if necessary)

XI. Adjournment

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

Unanimously

APPROVED.