

**MEMPHIS AREA ASSOCIATION OF GOVERNMENTS**  
**Executive Board Meeting**  
**Meeting Minutes**

MAAG Boardroom  
Cordova, Tennessee

November 17, 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*  
Hon. Gwendolyn Kilpatrick, *Mayor of Mason*  
Ms. Vanessa Lynchard, *County Administrator, DeSoto County, MS*  
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*  
Mr. David McKinney, *Representing Mayor Mark Luttrell, Shelby County*  
Hon. Jon Pavletic, *Mayor of Ripley*  
Sen. Reginald Tate, *Tennessee General Assembly, District 33*  
Hon. James Strickland, *Mayor of Memphis*  
Hon. Judy Watters, *Mayor of Rossville*

**Also Present:**

Ms. Linda Coffman, *Linda's Accounting, CPA*  
Mr. Ordis Copeland, *Business Development Consultant, TN ECD*  
Mr. Tom Dyer, *Attorney, Wyatt, Tarrant, & Combs, LLP*  
Mr. Odell Horton, *Attorney, Wyatt, Tarrant, & Combs, LLP*  
Mr. Mike Landrum, *MAAG*  
Mr. Ralph Moore, *Executive Director MAAG*  
Mr. Paul Morris, *MAAG*  
Ms. Amy Schaftlein, *West TN Liaison, THDA*  
Ms. Lisa Trexler, *MAAG*

**I. Welcome and Call to Order**

Chairman Davis, Jr. called the meeting to order, after he recognized there is not a quorum of the Executive Committee present to vote.

**II. Invocation**

Alderwoman Bommer gave the invocation.

**III. Approval of Minutes for September 15, 2016**

**MOTION** by Mayor Taylor, to approve the minutes as presented. **SECONDED** by Alderman Beard. Unanimously **APPROVED**.

#### IV. Financial Report

##### Reviewed October 2016 Financial Report– *Ms. Coffman reported on the packet emailed to Board Member*

Ms. Coffman stated the auditors, Alexander Thompson Arnold PLLC, were in house October 5-7, 2016.

#### V. Program Updates

##### a. Tennessee Department of Tourist Development (TDTD) – *Ms. Champion’s report accompanied by lavender handout*

Ms. Champion is at the Historic Preservation conference in Houston, Texas. Mr. Ralph Moore, Executive Director will give Ms. Champion’s report. Ms. Champion has outlined the various grant opportunities. The Tourism Enhancement Grant, Fayette County, waiting on approval.

Ms. Champion attended the Tennessee Tourism and Hospitality Conference, September 21-23, 2016

##### b. Tennessee Department of Environment and Conservation– *Ms. Champion’s report accompanied by lavender handout*

- Historic Preservation Grant

MAAG assisted National Preservation Inc. and LeMoyne – Owen College Community Development Corporation with the nomination for, Tennessee Ten in TENN endangered property list. On the list were Clayborn Temple and Aretha and Rev. C.L Franklin home. Tennessee Preservation Trust announced on October 26<sup>th</sup> that both sites made the top 10.

##### c. Communications & Social Media– *Ms. Champion’s report accompanied by lavender handout*

- MAAG continues to send monthly “Noteworthy News” to highlight and share relevant information to our subscribers. If you have information you would like to share please forward all information to MAAG Communications Manager.

##### Social Media:

- Facebook: 1125 Likes (+5 from September 2016)
- Twitter: 349 Followers (+26 from September 2016)
- Instagram: 684 Followers (+128 from September 2016)

##### d. Delta Regional Authority (DRA) Nine applications– *Mr. Morris’s report companied by blue handout*

- Artspace Projects

Mr. Morris stated one Artspace is located in Minneapolis, MN. They received \$150,000 grant. Artspace is a loft apartment complex, affordable living, working, community housing development project for artists. The other is Downtown Memphis, TN; location St. Paul Avenue is renovating an old warehouse into new apartment complex. The bottom floor will be for artists to market and sell their products.

- MMBC – Minority and Women-Owned Strategic Growth Service

The MMBC received \$175,000 grant. The grant money would help/assist in procurement opportunities for Minority and Women-Owned in the Delta region.

- f. Tennessee Housing Development Authority (THDA) – *Ms. Morris's report accompanied by blur handout*
- THDA – ERP  
Mr. Morris discussed MAAG is working with USDA Rural Development and Delta HRA in providing home repair assistance families in our study area this fiscal year. MAAG has received \$270,000 in funding for FY 2016-17, and is working with collaborating agencies to insure compliance with the new THDA guidelines regarding inspections and soft costs.
  - Online Homebuyers Education Program  
MAAG and THDA partnership with eHome America in providing online homebuyer education that has had good participation, Fayette County and Tipton County, have utilized the services well. MAAG has had 23 participants registered and completed the course. Mr. Morris stated the participant does not need to be '*first time home buyer*', to receive all the benefits. Go to [www.ehomeamerica.org/maagov](http://www.ehomeamerica.org/maagov) to view their website
- g. Tennessee Department of Environment and Conservation (TDEC) *Mr. Landrum's report accompanied by peach handout*
- Solid Waste  
Mr. Landrum stated On October 5, travelled to Nashville, TN to attend the Tennessee Underground Storage Tanks and Solid Waste Disposal Control Board Meeting. The meeting focused on the 2025 Plan Update. On October 25 thru October 26, attended the Development District Annual Training Workshop in Murfreesboro, TN. Wanda Fuzzell gave an extensive training on the ins and outs of maintaining forms and practices required by TDEC. Mr. Landrum contacted all of the Solid Waste Directors and have made plans to meet with them to introduce himself and discuss the visions for the Solid Waste and Recycling Programs throughout the District.
- h. Tennessee Advisory Commission on Intergovernmental Relations (TACIR)
- Mr. Landrum stated currently working to complete the School Facility Needs Inventory Forms for the MAAG region in Tennessee. The deadline is December 31, 2016. We look forward to completing this task before the Thanksgiving holidays. Ms. Jada Kirk informed MAAG that some of the schools that listed in the Shelby County schools inventory were in the Achievement School District (ASD), which added to another situation of identifying the correct person to contact. We have not received any contact from the ASD school representative(s) nor have we found out the needs of any of these schools if there are any.
- Mr. Ordell Horton stated he would assist MAAG, in contacting Bobby White, head over the ASD schools. Mr. Horton will direct MR. White to reach out to us and assist us in completing the ASD schools inventory.
- i. Tennessee Department of Transportation (WTRPO)
- Mr. Landrum stated there was a meeting regarding an introduction and talk about MAAG's role dealing with the RPO districts. The meeting was held on October 14, participating was Mr. Landrum (RPO Coordinator), Ralph Moore, Executive Director, (MAAG) met with Calvin Abram, (OCT Region 4 Supervisor) and Nicole Seymour, (OCT Planning Specialist). We discussed the expectations and needs of both sides. We stressed the importance of having TDOT to spearhead the development of statewide standards, which would be generated by TDOT and dispersed throughout our districts.
- j. US Economic Development Administration
- Comprehensive Economic Development Strategy (CEDS)  
Mr. Moore stated that CEDS is 75% complete. The consultant Randall Gross reviewed CEDS update. A survey sent out on Monkey Survey, there was not much response from the surveys. There are 44,000 businesses in the MAAG region, 125 surveys responded back. Mr. Gross will work with the 125 and

get the information needed from received surveys for the MAAG economic region. The goal is to have CEDS completed by the end of September 2017. Mr. Moore plans to visit Economic Development Administration (EDA) personally and address grant opportunities. The new monies MAAG would receive from EDA, will go towards implantation, as opposed to another plan.

## **VI Executive Director's Report**

### a. Website Update

Mr. Moore stated the second phase of updating the MAAG website is done. Mr. Moore demonstrated the tapestry segment that gives a profile of the MAAG neighborhood by character. The company S2N has completed this segment. Is ready to go 'hot' on the website, an announcement will be made.

### b. Plan Review

Mr. Moore will be putting out another notice regarding planning services for the MAAG region. The towns can benefit for their town and the cost would be for the facilitator to come and present. American Planning Association (APA) picks up a lot of the cost as opposed to the applicant to pay.

### c. Introduce – Mike Landrum, Redevelopment/Program Specialist

Mr. Moore stated with Mr. Landrum's many years of expertise in *plan review*. Mr. Landrum with an architectural background. This will be done per review to the communities, not a flat rate.

## **VII Executive Session**

Chairman David, Jr. stated no Executive Session

## **VIII Other Business**

Mayor Jones stated Millington, Tennessee is opening 17 businesses in the next few months.

## **IX Adjournment**

**MOTION** to adjourn meeting by Mayor Taylor. **SECONDED** by Alderman Beard. Unanimously **APPROVED**.