

MEMPHIS AREA ASSOCIATION OF GOVERNMENTS
Executive Board Meeting
Meeting Minutes

MAAG Board Room
Cordova, Tennessee

September 24, 2015
10:00 A.M. CST

Board Members Present:

Hon. Minnie Bommer, *Vice-Chairman and Alderwoman of Covington*
Hon. Alonzo Beard, *Alderman of Lauderdale County*
Mr. Terry Emerick, *Representing Mayor Keith McDonald of Bartlett*
Hon. Maurice Gaines, Jr., *Mayor of Lauderdale County*
Hon. Terry Jones, *Mayor of Millington*
Hon. Rhea Taylor, *Mayor of Fayette County*
Ms. Vanessa Lynchard, *County Administrator, DeSoto County, MS*

Board Members Absent:

Hon. Hugh Davis Jr., *Chairman and Vice Mayor of Piperton*
Rep. Barbara Cooper, *Tennessee General Assembly, District 86*
Hon. Frank Fogelman, *Mayor of Marion, AR*
Chief Roy Hill, *Representing Mayor Carol Witt of Jericho, AR*
Hon. Mark Luttrell, *Mayor of Shelby County*
Hon. Jon Pavletic, *Mayor of Ripley*
Sen. Reginald Tate, *Tennessee General Assembly, District 33*
Hon. AC Wharton, *Mayor of Memphis*

Also Present:

Mr. Ordis Copeland, *Business Development Consultant, ECD*
Mr. Justin Jamerson, *Business Development Consultant, ECD*
Mr. Tom Dyer, *Lawyer, Wyatt, Tarrant, & Combs, LLP*
Mr. Ralph Moore, *Executive Director MAAG*
Ms. Maggie Johnson, *MAAG*
Mr. Paul Morris, *MAAG*
Mr. Josh Shumaker, *MAAG*
Ms. Lisa Trexler, *MAAG*
Ms. Linda Coffman, *Linda's Accounting, CPA*

I. Welcome and Call to Order

Vice Chairman Bommer called the meeting to order, after she recognized that a quorum of the committee was present.

II. Invocation

Alderman Beard gave the invocation.

III. Approval of Minutes for April 30, 2015

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

IV. Introduction, MAAG's legal firm – Wyatt, Tarrant & Combs, LLP

Mr. Moore introduced Mr. Tom Dyer, Attorney and Mr. Odell Horton, Attorney (not present).

V. Financial Report –*Ms. Linda Coffman’s report accompanied by large white handout and two packets.*

a. Mr. Moore introduced Ms. Linda Coffman, Linda’s Accounting Firm.

b. Budget Report

Monthly Financial for September 2016 – Ms. Coffman reviewed packet and all figures regarding MAAG financials.

MOTION by Ms. Lynchard to approve the financial report as presented. **SECONDED** by Mayor Taylor. Unanimously **APPROVED**.

VI. MAAG Organizational Services

Program Updates

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

Mr. Shumaker reported, Needs Assessment was updated for Tipton County FY2015-2016, recorded and published for their records. This report is updated every five years.

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

TACIR has completed its inventory for 2013-2014, copies will be available late October, if you would like a hard copy, contact Mr. Shumaker at MAAG. The new survey for inventory 2014-2015 has begun. We will be contacting schools, city officials in the regions four county area, regarding state and local projects.

iii. **Tennessee Department of Transportation (WTRPO)** Applications are now open for TDOT’s Multimodal Access Fund and Community Transportation Planning Grant funding opportunities. Applications are due by November 5th. The rural/urban communities can apply for up to \$950,000.00, with a five percent match.

iv. Community Transportation Planning Grant – is available this Fall. The communities can request up to \$225,000.00 with a ten percent match for the rural communities. The WTRPO will schedule a meeting in November or December. At the WTRPO meeting, grant applications will be reviewed and processed.

v. **Grant Development assistance Awards**

- Applications for the TN Clean Energy Grant will open in November. Eligible projects are those addressing cleaner alternative energy, energy conservation, and air quality. 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 September 30th.

- USDA awarded \$20,000.00 to the Town of Halls, Community Facilities Grant. The money is to purchase X-Ray equipment for the Community Clinic. The Regional Hospital left the Town of Halls, end of 2014. Mayor Pugh contacted MAAG regarding the need for X-Ray equipment, Mr. Shumaker facilitated the process through the year with the Town of Halls for the grant.

- The City of Millington 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) submitted. MAAG assisted several applicants with project proposals. Projects are currently under review, further notices on project eligibility, and awards will be soon. MAAG will provide administration to awarded projects.

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

- The MAAG Board decided to dissolve the Tourism Advisory Board (TAB) due to the TAB’s failure to consecutively convene a quorum. The Executive Board will act in place of the Tourism Advisory Board.
- MAAG applied for the FY2015-2016 Developmental Co-op Grant from the TDTD. This funding goes to updating the marketing promotion for the Day Trippin’ Campaign and half for a Marketing Co-op Grant for rural attractions in the MAAG Region. The Developmental Co-op Grant is awarded from the state September 22, 2015. Once completed, we send out applications to attractions throughout West Tennessee and shall seek board approval during the month of October.

vii. **Communications & Social Media - pink handout**

- Social Media:
 - a. Facebook: 1,095 Followers (+16 from December 2014)
 - b. Twitter: 303 Followers
 - c. Instagram: 457 Followers (+116 from December 2014)
- MAAG Re-Branding & Website – MAAG worked with Second 2 Nunn Designs (S2N) to re-design the MAAG Logo. The logo will launch with the new website. We are currently in the design phase of the website. We anticipate the launch date of the website in the first quarter of 2016. Mr. Moore stated that the re-design serves as a tool for the user, looking up information regarding the whole MAAG region, such as; demographics, utilities –rates, and items that can assist a developer, regarding economic growth data.

viii. **Tennessee Historic Commission (THC) Historic Preservation Grant - pink handout**

- Bozo’s currently assists Bozo’s Hot Pit Bar-B-Q, 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 me.
- In November, Maggie is scheduled to attend the national Preservation Conference in Washington D.C. and is honored to serve as the State Captain for Lobby Day at the Capital.

Tennessee Housing Development Authority – Mr. Morris’s report accompanied by blue handout

- Online Homebuyers Education Program
MAAG and THDA have partnered with eHome America in expanding our homebuyer education program to include online classes. This online class covers the ins and outs of buying a home, from financing to insurance to repairs. Registration is \$99.

Homebuyer education is successful training toward reducing the likelihood that a homebuyer become delinquent on their mortgage and possibly face foreclosure. A major reason that THDA requires homebuyer education as part of their down payment assistance program reduces those threats to the homeowner.

- Housing Grant

MAAG is currently preparing a letter of interest to the Harry and Jeanette Weinberg Foundation, the amount is \$50,000.00. Funding projects for older adults is the largest portion for this foundation. Specifically, MAAG hopes to receive a grant to provide needed repairs to homes of older adults.

VII. Executive Directors Report. *Mr. Moore's report accompanied by gold handout.*

- a. Community Development Entity Copies – New Market Tax Credit Paperwork for each board member present.

Mr. Moore stated, the packets (Discloser Paperwork) were received by the Board Members at this meeting. The Census Tracts and data provide to the Board Members in the current packets. The Board Members would be the requesters of the New Market Tax Credit and MAAG would handle all the other work.

Mr. Moore stated, once MAAG is approved, that will be a credit/dollar threshold. The MAAG Board Members write the SOP for the New Market Tax Credit program.

- b. Audit booklet from Ellison, Davis, Decosimo were handed out to Board Members. MAAG's new audit firm is Alexander Thompson Arnold PLLC, Mr. Mike Hewitt is MAAG's contact person.
- c. Revolving Loan Fund – Resolution to Transfer Portfolio. EDA located the Delta North Planning District to take over the planning folios on the RLF program.

MOTION by Mayor Taylor to have representation on the loan committee in Mississippi - Delta North Planning District. **SECONDED** by Mayor Gaines. Unanimously **APPROVED**.

MOTION by Mayor Taylor to approving the transfer of the RLF program to - Delta North Planning District. **SECONDED** by Mayor Gaines. Unanimously **APPROVED**.

VIII. Other Business

Mr. Moore stated, Piperton has a formal contract with MAAG. MAAG will provide GIS data to the City of Piperton, TN.

IX. Adjournment

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