

MEMPHIS AREA ASSOCIATION OF GOVERNMENTS
Executive Board Meeting
Meeting Minutes

MAAG Boardroom
Cordova, Tennessee

February 21, 2019
10:00 A.M. CST

Board Members Present:

Hon. Hugh Davis Jr., *Chairman and Commissioner of Piperton*
Hon. Alonzo Beard, *Alderman of Lauderdale County*
Hon. Rhea “Skip” Taylor, *Mayor of Fayette County*

Board Members Absent:

Hon. Minnie Bommer, *Vice-Chairman and Alderwoman of Covington*
Rep. Barbara Cooper, *Tennessee General Assembly, Distract 86*
Hon. Baris Douglas, *Mayor of Henning*
Hon. Maurice Gaines, Jr., *Mayor of Lauderdale County*
Chief Roy Hill, *Representing Mayor Carol Witt of Jericho, AR*
Hon. Frank Fogelman, *Mayor of Marion, AR*
Hon. Lee Harris, *Mayor Shelby County*
Hon. Terry Jones, *Mayor of Millington*
Hon. Jon Pavletic, *Mayor of Ripley*
Hon. Jim Strickland, *Mayor of Memphis*
Hon. Judy Watters, *Mayor of Rossville*

Also Present:

Ms. Arlisa Armstrong, *Area Director- Rural Development, USDA*
Ms. Linda Coffman, *Linda’s Accounting, CPA*
Mr. Odell Horton. *Attorney, Wyatt, Tarrant, & Combs, LLP*
Ms. Lindsay Jackson, *MAAG*
Ms. Kamillah Kelly, *MAAG*
Mr. Ralph Moore, *Executive Director MAAG*
Mr. Paul Morris, *MAAG*
Mr. Jim Tracy, *State director of Tennessee, Rural Development USDA*
Ms. Lisa Trexler, *MAAG*

I. Welcome and Call to Order

Chairman Davis called the meeting to order and welcome attending Board Members and staff.

II. Invocation

Alderman Beard gave the invocation.

III. Declaration of Quorum

Chairman Davis has recognized there is not a quorum of the Executive Committee present to vote.

IV. Approval of Minutes for December 6, 2018

MOTION - was not taken on February 21, 2019 quorum not met. Call-in scheduled for Executive Board Members Tuesday, February 26, 2019 at 10:00am.

V. Financial Report

- January 2019 Financial Report– Ms. Coffman reported on the packet emailed to Board Members
- MAAG Fiscal 2018 audit review, Steve Davis, CPA, Whitehorn Tankersley & Davis PLLC

MOTION - was not taken on MAAG’s Fiscal 2018 audit, quorum not met. Call-in scheduled for Executive Board Members Tuesday, February 26, 2019 at 10:00am.

VI. Guest Presenter

Jim Tracy, State Director of Tennessee, Rural Development USDA

- Rural Development USDA encompass; housing, single family housing, guaranteed loans/direct loans, community facilities, water and sewer, and high-speed broadband. The business side; guarantee a loan from a bank, WiFi/Hotspots in the rural communities, workforce development, career technical/career vocation education, and financing for school construction,

VII. Program Updates

- a. West Tennessee Rural Transportation Organization (**WTRPO**) – *Mr. Moore - reported*
 - Ms. Champion, participated in a pre-brief and Road Safety field Audit for Fayette Co. SR-57 RSA.
 - The Town of Henning hosted its Community Transportation Planning grant kick-off meeting on February 14th at the town’s city hall.
- b. Tennessee Department of Environment and Conservation (Historic Preservation) Tennessee Historic Commission (**THC**) – *Mr. Moore - reported*
 - Ms. Champion continues to assist a homeowner in the Memphis area with a National Register Nomination under Criterion A for Commerce and African-American History. The nomination will focus on various businesses that operated in the home from when it was rebuilt in the 1950’s until the 1970’s.
 - Ms. Champion participated in a webinar hosted by the National Preservation Trust in partnership with the state on a historic tax credit bill for the State of Tennessee.
 - Ms. Champion is currently training with the State Historic Preservation Office on the nomination process picture and floor plan formatting.
- c. Tennessee Department of Tourist Development (**TDTD**) – *Mr. Moore - reported*
 - MAAG’s annual West Tennessee Heritage and “Roots” tour started this month. This tour is a partnership between MAAG and Heritage Bus Tours. The tour explores West Tennessee’s African-American history within one-day trip of Memphis. MAAG will provide goodie bags every Tuesday during this tour.
 - Fayette County Tourism Enhancement grant through the Tennessee Department of Economic and Community Development is closed.
 - A Letter of Appointment for two county representatives to serve on MAAG’s Tourism Advisory Board (TAB) was sent out, no appointment to date. Please send your appointed representatives contact information to Ms. Jasmine Champion by February 28th.
- d. Tennessee Department of Environment and Conservation (**TDEC**) - *Ms. Jackson – reported*
 - Ms. Jackson is providing technical assistance to Fayette and Lauderdale counties with completion of the 2018 Annual Progress Report (APR). The APR is a current analysis

of waste streams, including data concerning types and amounts generated in landfill disposal, recycling, and diversion reports. The APR serves as an update for progress towards established goals and can be used as a tool to support a number of different future planning efforts. Each region shall submit the annual report to the commissioner by March 31st for the immediately preceding calendar year.

- Ms. Jackson attended the 2018 Annual Progress Report (APR) Workshop in Jackson, TN on January 8, 2019. The workshop presented a clear understanding of the division's initiatives, statutory and regulatory overview for annual reporting, and an overview of Re-Trac Connect System. Re-Trac Connect is the software utilized to enter data for recycling, waste diversion, and disposal reports.
- Ms. Jackson continues to update and maintain solid waste database for the upcoming district wide needs assessment and provide technical assistance as needed. Ms. Jackson will be working with waste management companies regarding recycling, education and outreach materials for all counties.

e. Delta Regional Authority (**DRA**) - *Ms. Jackson – reported*

- Ms. Jackson provided technical assistance closeout for Launch Your City dba Start Co. Start Co. utilized \$119,500 DRA funding to support *three* aspects of high growth startups and job creation: 1) pre-revenue startup support, 2) post-revenue business support, and 3) the continued building of resources and methods that can be scaled to other counties and regions. The purpose of the project is to continue to bring net job creation power from high growth entrepreneurial companies less than five years in age to the region. DRA funding supported the existing Start. Co alumni portfolio and programmatic support of the Launch Delta Home Services Accelerator, which resulted in \$500,000 invested in five Launch Delta teams and a total of \$5.7 million raised by portfolio teams in 2018 and create over 60 new jobs.
- Ms. Jackson provided Technical assistance closeout for Boilermakers-Welders Project. Boilermakers utilized \$193,570 DRA funding to develop highly-trained and certified boilermakers and welders utilizing the latest technologies to respond to the growing labor market demand for skilled craftsmen. The institute's purpose is to provide a means for graduates to gain entry to sustainable careers and a viable path toward economic self-sufficiency. DRA funding allowed for Boilermakers and Welding Institute to have a MOU with Arkansas State Mid-South Community College (MSCC). Upon completion of the Boilermakers and Welding Professional Program, students who attend MSCC and have completed 15 credit hours, will receive 25 college credits toward an Associate's degree of Applied Science General Technology.
- Ms. Jackson continues to provide technical assistance with upcoming quarterly reports for reimbursement and final reports on behalf of the grant recipients.

f. Tennessee Housing Development Authority (**THDA**) *Mr. Morris – reported*
Homebuyer Education Classes

- MAAG staff will hold a class at our office on Saturday, March 16th. Persons who attend this class receive a certificate of completion. This certificate allows participants to receive a THDA loan product to purchase a home.
- Over 370 persons have attended our classes over the past 24 months. About 192 persons have taken the course on line and close to 178 persons have taken the course in person. Roughly, 9 persons have taken the course online and 11 persons have attended in person since our last board meeting.

Down Payment Assistance Program (HHF-DPA)

- THDA program for down payment assistance program provides \$15,000 for both down payment and closing costs. So far, 165 persons have purchased a home through our program. Exactly 108 persons who took our class online purchased a home. The other 57 persons attended in person. Of the 165 persons, 148 persons purchased a home using the \$15,000 down payment assistance program.
- The other 17 participants have received THDA's Great Choice Loan that provides up to 5% down payment assistance only.

Emergency Repair Program

MAAG is working with Delta Human Resource Agency (Delta HRA) and USED Rural Development in providing home repairs in our development district. Delta HRA will combine our ERP funds with their Weatherization and Low Income Home Energy Assistance Program (LIHEAP) funds. USDA Rural Development will leverage our ERP funds with funding from their Section 504 Home Repair Program. The Section 504 Program provides loans for very-low-income homeowners to repair, improve, or modernize their homes.

Technical Assistance

MAAG will make a fair housing presentation to the Fayette County Board of Commissioners on February 26th and the Tipton County Board of Commissioners on March 11th. Staff will contact the Lauderdale County Board of Commissioners to schedule a date for a fair housing presentation.

BancorpSouth

MAAG recently submitted a \$50,000 community development grant application to BancorpSouth. These grant funds will be used to supplement our THDA Emergency Repair Program in the Memphis City Limits and to provide homebuyer education classes throughout the Memphis area.

g. Tennessee Advisory Commission on Intergovernmental Relations (TACIR) *Ms. Kelly – reported*

- Ms. Kelly stated when TACIR accepts 75% of the completed work done by MAAG, we can send our next invoice to TACIR. The infrastructure needs increase for the regions four counties.

Tennessee's public infrastructure needs increased to \$49.9 billion

- Fayette County total public infrastructure improvements needs are \$243.1 million. This is a 0.7% decrease from last year report.
- Lauderdale County total public infrastructure improvements needs are \$460.5 million. This is a 3.6% increase from last year report.
- Shelby County total public infrastructure improvements needs are \$5.6 billion. This is a 3.4% decrease from last year report.
- Tipton County total public infrastructure improvements needs are \$458.7 million. This is a 2.7 % increase from last year report.

Ms. Kelly is collecting business licenses for all business in the MAAG region.

h. Economic Department Administration (EDA) *Mr. Moore – reported*

EDA grant funds are utilized to promote economic development for the MAAG region and the Geographic Information Systems (GIS).

VIII. Executive Director's Report

Mr. Moore produced MAAG's Annual Report for 2018. He stated that MAAG's staff of five produces and maintains a well working development district, compared to the larger staffed development districts.

IX. Other Business

- Chairman Davis stated the need for Elections of new MAAG Board Members. This discussion will continue at the next MAAG Board Meeting.
- Mayor Taylor stated, the MageSite meeting, Wednesday, February 27, 2019, at 11:00am, Jackson TN, at Southwest Tennessee Development District (SWTDD).

X. Adjournment

MOTION to adjourn meeting by Mayor Taylor. SECONDED by Mayor Jones. Unanimously APPROVED.