



**MINUTES OF THE
MEMPHIS CENTER CITY DEVELOPMENT CORPORATION
114 North Main Street
Memphis, TN 38103**

Wednesday, October 14, 2015

Board Members Present: Chairman Eric Mathews, Mr. Bob Lundy, Mr. Andre Jones, Ms. Tanja Mitchell, Ms. Deni Reilly, Mr. Carl Person, and Mr. Terence Patterson

Board Members Absent: Mr. Michael Chance and Mr. Melvin Jones

DMC Staff Present: Mr. Paul Morris, Mr. Jaske Goff, Ms. Lisa Brumleve, Ms. Leslie Gower, Ms. Christine Taylor, Mr. Larry Chan, Ms. Jennifer Oswald and Mr. Charles Carpenter

Guests: Mr. Kerry Hayes, Ms. Heidi Zimmer, Mr. Wayne Risher, Mr. Mike Todd, Ms. Alyssa Kelley, Ms. Michelle Corbet, and Ms. Marti Tippens-Murphey

Agenda item I-II: Call to Order and Minutes

Mr. Lundy joined the meeting via conference call. Chairman Mathews determined that a quorum was present and called the meeting to order at 9:08 A.M. Mr. Person made a motion to approve the minutes of the September 16, 2015 CCDC meeting as submitted. Mr. Patterson seconded the motion, which passed unanimously.

Agenda item III: Financial Reports

Ms. Oswald presented the current financial reports to the Board.

Agenda item VI: Wayfinding RFP Committee Recommendation:

Chairman Mathews adjusted the order of items on the agenda to begin with the Wayfinding RFP Committee Recommendation. Ms. Gower stated that there are 62 vehicular and 14 pedestrian wayfinding signs installed throughout the Downtown Core that point guests to prominent Downtown landmarks, attractions and destinations. The signs were installed in 2006 (with the exception of 6 signs which were added to the program in 2008) and are in need of replacement due to fading and/or outdated landmark designations. Staff issued a request for proposals (RFP) for fabrication and installation of new sign faces for existing poles which included specifications for the sign design. Proposals were required to address solutions for durability to withstand fading, best practices for mounting solutions, timeline, budget, and W/MBE participation.

Ms. Gower stated that of the four proposals submitted, staff recommended K Design Signs & Exhibits for consideration to the selection committee. K Design Signs & Exhibits has 30 years of experience in sign design and fabrication of sign systems across the country. The company is locally-owned by a woman who will be contracting the fabrication of the signs to a national company called Gopher Signs, and the installation of the signs to a local company, Peck Signs.

K Design Signs & Exhibits' estimate for fabrication, installation, and shipping is \$71,931.60, which was the lowest bid submitted. Based on the company's extensive experience in wayfinding signage, solutions presented for durability and mounting, a reasonable timeline, competitive pricing, and W/MBE participation, Ms. Gower stated that the Selection Committee is recommending that the Board approve contract negotiations with K Design Signs & Exhibits, and to direct staff to return to the Board for any amendments that exceed 25% of the negotiated proposal.

Ms. Mitchell made a motion to approve contract negotiations with K Design Signs & Exhibits, and to direct staff to return to the Board for any amendments that exceed 25% of the negotiated proposal. Mr. Patterson seconded the motion, which passed unanimously.

Agenda item IV: Storefront Improvement Grant Request – Facing History & Ourselves, 115 Huling Avenue.

Mr. Goff presented a request from the non-profit Facing History and Ourselves for a Storefront Improvement Grant for their new location at 115 Huling Avenue. The major components of the scope of exterior work include new signage above the main entrance, new window graphics on the storefront windows facing Huling Avenue, and a new public art mural on the east side of the building, facing Mulberry Street. Mr. Goff recommended approval of a Storefront Improvement Grant in an amount up to \$8,478, subject to all standard approval conditions and requirements.

Ms. Marti Tippens Murphy, Memphis Director of Facing History & Ourselves, spoke on behalf of the request and provided background information about her organization and its work to engage students of diverse backgrounds in an examination of racism, prejudice, and antisemitism in order to promote the development of a more humane and informed citizenry. After a brief Board discussion, Mr. Patterson made a motion to approve the Grant request per the staff recommendation. Ms. Reilly seconded the motion, which passed unanimously.

Agenda item V: Development Grant Request – South Main Artist Lofts, 138 St. Paul St.

Mr. Goff introduced the Artspace, Inc. development team members in attendance and described the South Main Artist Lofts, a proposed development project involving the adaptive reuse of the former United Warehouse Building, as well as ground-up construction of a new building on the adjacent vacant lot. The project will create 58 affordable live/work residential units, 7,000 square feet of commercial space, and community/gallery space. Currently, the property is vacant, and in a dilapidated and blighted condition.

Mr. Goff stated that Artspace, Inc. is requesting a \$200,000 grant as part of the final \$1,150,000 in equity that still needs to be raised for the project. The project has a funding gap and a significant amount of debt (given the nature of the project) and cannot support more. If the CCDC grant is approved, Artspace, Inc. would allocate the grant proceeds towards required infrastructure improvements on-site that are public in nature.

Mr. Goff added that after extensive evaluation and deliberations, staff recommends consideration of a grant in the amount of \$200,000. Staff also recommends that any approved grant should be subject to the project remaining an Artspace, Inc. owned and operated affordable housing project (as per the terms of the LIHTC award) for at least thirty (30) years. The grant shall be repayable in full to CCDC if this condition is not met. If approved, the distribution of funds should

occur after all applicable closing conditions, to include but not be limited to the following: CCDC and Artspace (and its applicable affiliates) establishing a grant agreement, DRB approval, and EBO compliance, are met and the project is completed.

Ms. Zimmer spoke on behalf of the project and answered questions from the Board. After deliberation, Mr. Person made a motion to approve a development grant for Artspace, Inc. in support of the South Main Artist Lofts project in the amount of \$200,000, subject to the approval conditions as recommended by staff. Ms. Mitchell seconded the motion, which passed unanimously.

Seeing no further business, Chairman Mathews adjourned the meeting at approximately 10:12 A.M.