

**CITY OF MEMPHIS AND SHELBY COUNTY COMMUNITY REDEVELOPMENT
AGENCY BOARD MEETING**



Board of the City of Memphis and Shelby County Redevelopment Agency

Meeting held at CRA Offices / 850 N. Manassas - Gould Cottage / Memphis, TN 38107

Thursday, August 4, 2022

8:30 a.m.

Board Present: McKinley Martin Jr. – Chairman
Kandace Stewart – Vice Chairperson
Sam Cantor – Treasurer
Ann Langston – Secretary
Kevin Spragling
Britney Thornton
Emily Greer

Absent:

Also Present: Andrew Murray – President, CRA
Cynthia Durham – Community Builder, Block Wellness Program, CRA & Administration
Kimani Shotwell – Director of Community Building, Engagement and Impact
Monice Hagler – CRA Counsel – (*via. phone*)
V. Lynn Evans – CRA CPA
Lisa Ivy – Manager of Single Family Home Rehab Program

Guests: Mike Broy – CBIZ MHM (*via. phone*)
Jason Pittman – CBIZ MHM
Mary Wainwright – HCS
Viola Hudson – WCS
Vivian Bolden – WCS
Jarrell Williams – CTC
Reginald Upshaw – Resident
Charles E. Carpenter – Resident
Glen Lloyd – TechFix LLC / Bearwater Community
Valerie Peavy – CRA Advisory Committee Member/Uptown Resident
Robert Wiseman – Uptown Resident
Charlotte Marshall – Uptown Resident
Regina Edmond – Uptown Resident
Cynthia Wilson – Uptown Resident
Lizzie Ford – Uptown Resident

A meeting of the Board of Directors (“Board”) of the City of Memphis and Shelby County Community Redevelopment Agency was held on Thursday, August 4, 2022, at CRA. All Board Members were present.

I. CALL TO ORDER

Chairman Martin officially called the meeting to order at 8:32 a.m. and a quorum was present.

II. Approval of MINUTES – July 7, 2022 (Board Action)

Chairman Martin called for approval of the Board minutes from July 7, 2022. Board Member Ann Langston made a motion and Board Member Kevin Spragling seconded it. The July 7th Board meeting minutes were approved unanimously by the Board.

III. PUBLIC COMMENTS

Uptown resident Cynthia Wilson, Robert Wiseman, Lizzie Ford and guest Charlotte Marshall and Regina Edmond all provided public comments. President Murray and Lisa Ivy/SFHR Manager answered all questions and will follow up on the complaints.

IV. BOARD ACTION: FY 2020-2021 AUDIT REPORT ACCEPTANCE:

Lynn Evans/CRA’s CPA introduced Mike Broy who participated by phone and Audit Manager Jason Pittman who attended the meeting in person. Mr. Pittman first offered to answer questions in reference to the audited financial statements – there were no questions. He then presented the audit findings and issues before requesting Board approval for the acceptance of the FY 2020-2021 audit. Lynn reported that there was one audit adjustment made due to human error. She explained in detail the reason for the correction/adjustment. She announced that the audited financial statements will be submitted to the State Comptroller today, upon acceptance.

Chairman Martin called for approval of the acceptance of the CRA 2020-2021 Audit. Board Member Sam Cantor made a motion and Board Member Brittney Thornton seconded it. The official acceptance of the 2020-2021 Audit was approved unanimously by the Board.

V. BOARD ACTION: Resolution 080422 – Update of CRA Liberty Bank Account Signatories

President Murray presented the draft of Resolution 080422 which updates the signatories on the Liberty Bank Account. Exhibit A attached to the Resolution is the Internal Controls Compliance Procedures Manual, which was adopted by the Board in 2017.

President Murray gave some background history on the new CRA Chief Executive Officer, Lobelia Cole-Smith, who will be starting in two weeks. He said that she comes very highly recommended. Lynn Evans/CPA echoed Andrew’s sentiments. A question and answer and discussion session about the resolution followed.

Chairman Martin called for approval of Resolution 080422/update of CRA Bank Account Signatories. Board Member Sam Cantor made a motion and Board Member Kevin Spragling seconded it. The resolution was approved unanimously by the Board.

VI. STAFF UPDATES

President Murray reported that:

- CRA's Board of Directors Retreat is scheduled for September.
- Board Member Brittney Thornton announced that this is her final official Board meeting. She expressed some of her thoughts on what she would like to see addressed at the upcoming Board Retreat and/or upcoming Board meetings.
- Emma Turri/Community Builder: Project Manager has been hired full time.
- Stephanie Clark has been hired full time to assist Lisa Ivy with all the paperwork involved in the Single Family Home Rehab program. Stephanie previously worked at a law firm and with a company handling mortgage loans. She is also a paralegal.
- Andrew said that he has personally spoken with each CRA contractor and received feedback on what works/doesn't work and how it is for them working with the CRA staff on the SFHR program.

Lynn Evans/CRA's CPA pointed out that the new CFO, Lobelia Cole-Smith will have the honor of closing the books for the June 2022 year.

Monice Hagler reported that she has been working with President Murray on various contracts as well as the redevelopment contract for Collins Chapel.

VII. UNFINISHED BUSINESS

There was no unfinished business.

VIII. NEW BUSINESS AND OTHER ANNOUNCEMENTS

Chairman Martin recommended extending CRA's current auditor's contract, which is expiring, for an addition year.

Chairman Martin called for approval of extending the current audit contract with CBIZ MHM for an additional year. Board Member Ann Langston made a motion and Board Member Brittney Thornton seconded it. The resolution was approved unanimously by the Board.

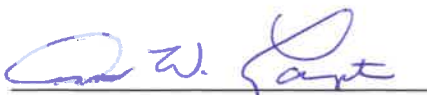
Chairman Martin acknowledged Brittney Thornton for her valuable contributions as a CRA Board Member.

The next CRA Board meeting will be held in person at the CRA offices on Thursday, September 1, 2022, at 8:30 a.m.

IX. ADJOURNMENT

The meeting was adjourned at 10:02 am.

Respectfully submitted,


Ann W. Langston, Secretary