

Center City Development Corporation Board Meeting

To: Center City Development Corporation (CCDC)
From: DMC Staff
Date: August 9, 2023
RE: Good Neighbor Grant Request – 69 N. Cleveland St. (Midtown Outreach Center Greenspace)

The Good Neighbor Grant application has been submitted for consideration at the August 16, 2023 CCDC Board Meeting.

Project: 69 N. Cleveland St. – NW corner of Cleveland and Court

Applicant: S. Kelley Henderson
Executive Director
Catholic Charities of West Tennessee
495 Tennessee Street, #152
Memphis, TN 38103

Property Owner: Rev. Bishop Dozier Carroll
1325 Jefferson Ave
Memphis, TN 38104

Project Manager: Jim Kutz
Sr. Dir. of Administration
Jim.kurtz@acc.cdom.org

Applicant's Request: Good Neighbor Grant in an amount up to \$23,334.

Project Description: The subject property is lot on the northwest corner of North Cleveland Street and Court Avenue. It was previously the gym facility for Catholic Charities of West TN and the nearby Sacred Heart Catholic Church. After the gym facility burned down beyond recovery in 2019, the lot was transformed into a greenspace where community members can enjoy quiet reflection, connect with nature, work on the community garden or just walk their dogs.

The greenspace and community garden has been a community amenity since its grand opening in June 2022. It was developed after consulting with community members about the best use for this lot. The space has fostered fellowship as neighbors now have a new place to connect.

And, the space complements the services provided at the Midtown Outreach Center, such as their hot meal distribution. It will be open during business hours while staff is present to provide assistance as needed. The gate will be typically be closed at sundown.

The exterior scope of work will improve upon the existing greenspace to make it more useful, safe, and attractive. The items of work include the following.

- Installing four (4) large outdoor lamps to provide lighting to the area. They will be placed around the pavilion structure
- Installing robust outdoor water fountain
- Repaving an existing curb cut improving access for the mobile food distribution
- Installing twelve (12) flower make of cinderblocks to double the community garden space
- Establish an MLGW connection

EIG Budget:

The Good Neighbor Grant program is designed to help Downtown-adjacent businesses make high-quality exterior building improvements to improve the appearance of property and fight blight. These improvements help draw in customers by making buildings approachable, broadcast an active use, increase pedestrian activity in neighborhoods, and add vibrancy to once dilapidated property. The Grant is reimbursable and requires the applicant to provide receipts of completed work.

For this program, we partner with neighborhood organizations that provide connections, invaluable insight, and funding as part of their inclusion in the Good Neighbor Grant program partnership. For this location in Madison Heights, we lean on our community partner, the Memphis Medical District Collaborative (MMDC), to provide insight and further plug in applicants.

The following describes the estimated project budget:

Sources:

Owner’s Contribution	\$2,482	(10%)
CCDC GNG Request	\$22,334	(90%)
Total Sources	\$24,815	(100%)

Uses:

Permanent outdoor lamps (4)	\$ 8,000	(32%)
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Drinking water fountain	\$ 5,000	(20%)
Repave existing curb cut	\$ 4,500	(18%)
Flowerbeds (12)	\$3,444	(14%)
MLGW connection fee	\$ 1,871	(8%)
General conditions	\$ 1,000	(4%)
<u>Contingency</u>	<u>\$ 1,000</u>	<u>(4%)</u>
Total Uses	\$24,815	(100%)

Design Review: The applicant will submit design plans to the DRB in the coming months.

EBO Program: Any project that is awarded financial incentives from the Downtown Memphis Commission (DMC) shall include a best faith effort to reach no less than 25% participation by minority and/or women owned businesses (MWBE) in the project's development cost (design and construction hard costs). Compliance with this Equal Business Opportunity (EBO) Program is a closing requirement. **If the requirements of the EBO Program are not met, the CCDC will cancel the incentive.**

Outreach & Inclusion Plan: The specific steps required for each applicant to be compliant with the DMC's EBO Program takes into consideration the size, scope of work, and development costs associated with the project. At the time of incentive application, it is typically too early to identify specific contractors or sub-contractors that will ultimately be involved in the construction. However, the applicant has a clear understanding of the EBO Program and has worked with DMC staff to identify the following key steps that will be included in their Outreach & Inclusion Plan:

- The applicant will use the City of Memphis Business Diversity & Compliance Registry and the resources at the Shelby County Office of Equal Opportunity Compliance to identify qualified subcontractors and other tradespeople to perform the needed work.
- The applicant will contact a minimum of 3 certified MWBE businesses for each trade or type of subcontractor needed, and provide each a fair opportunity to submit a bid and be considered for the work.
- Once the service providers have been identified, the applicant will submit the form titled "Proposed Utilization Plan" to DMC staff for review and approval. The applicant will also be asked to provide a full record of the

outreach steps taken and the results thus far. This documentation can include items such as a phone call log, copies of emails, meeting notes, and pre-bid conference attendance sheet.

Minimum MWBE Goal: With an estimated exterior budget of \$24,815, a 25% level of MWBE inclusion for that work is approximately **\$6,204**.

Staff Evaluation: The DMC's Strategic Plan encourages incentivizing Downtown development to fight blight and improve the visual appearance of the built environment Downtown.

These improvements to the greenspace at the Midtown Outreach Center will complete the space to not only provide an amenity for the neighborhood, but to also provide a much needed respite for community members in needed.

The greenspace will complement the services and resources available at the Midtown Outreach Center. The nearby building serves as the central kitchen for much of the mobile food distribution that is done through Catholic Charities of West Tennessee. The curb cut improvement will improve the traffic flow and access. The other additions will add make the space more enjoyable and safer. So, these eligible improvements are align well with the goals of the Good Neighbor Grant program by supporting a project that provides ample spillover benefits to the nearby neighborhood.

Recommendation: Staff recommends approval of a Good Neighbor Grant in an amount up to \$24,815 based on approved receipts and subject to all standard closing requirements and conditions.