

Center City Development Corporation

Board Meeting

To: Center City Development Corporation (CCDC)
From: DMC Staff
Date: September 9, 2024
RE: Good Neighbor Grant Request – 849 Jackson Avenue

The Good Neighbor Grant application has been submitted for consideration at the September 18, 2024 CCDC Board Meeting.

Project: **849 Jackson Avenue**

Applicant: Roosevelt Bonds
962 Breedlove Street
Memphis, TN 38107

Applicant’s Request: Good Neighbor Grant in an amount up to \$25,000.

Project Description: The subject property is a single story commercial building located on the south side of Jackson Avenue. It is approximately 1,200 square feet. It has been a vacant, boarded up eyesore for over a decade. The proposed redevelopment project would put it into productive use as an office space. Potential tenants for the small office building include real estate professionals.

Interior renovations are underway. The electrical system has been upgraded and the interior walls were reframed. Exterior improvements will further enhance the space. Moreover, they will make this portion of Jackson Avenue look more active and attractive.

The exterior scope of work includes the following.

- Close an existing garage door opening on the north façade.
- Install storefront windows on the north façade and three new windows in the west façade.
- Install a commercial entrance door.
- Pour a concrete walkway from the entrance to the planned parking lot.
- Pour new sidewalks to replace the broken driveway apron.

- Pour concrete at the main entrance for stairs and/or a ramp.
- Install flowerbeds beneath the storefront windows with hardy landscaping.
- Install gooseneck lighting fixtures along the northern façade to light up the entrance.
- Paint exterior walls.

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, 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. For this location in Uptown, our partner is the Community Redevelopment Agency (CRA).

The following describes the estimated project budget:

Sources:

Owner’s Equity	\$11,000	(31%)
CCDC EIG	\$25,000	(69%)
Total Sources	\$36,000	(100%)

Uses:

New sidewalk and walkway	\$10,000	(28%)
Enclose garage door opening	\$6,000	(17%)
Install flowerbeds with landscaping	\$5,000	(14%)
Install steps/ramp at entrance	\$4,000	(11%)
Upgrade windows	\$3,000	(8%)
Install exterior lights	\$3,000	(8%)
Install commercial door	\$3,000	(8%)
Paint exterior	\$2,000	(6%)
Total Uses	\$36,000	(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 meet and coordinate with minority-owned business assistance organizations such as the Memphis Area Minority Contractors Association (MAMCA) and the Mid-South Minority Business Council Continuum (MMBC) to make their members aware of the project and any contracting and sub-contracting opportunities.
- 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 advertise and host a pre-bid conference to allow MWBE subcontractors an opportunity to ask questions and learn more about the job opportunity. DMC staff will be invited to attend the pre-bid conference to observe.
- 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.

- After construction has started, the applicant will provide monthly updates to DMC staff detailing the project status and level of MWBE involvement at each major phase of the project.

Minimum MWBE Goal: With an estimated exterior budget of \$36,000, a 25% level of MWBE inclusion for that work is approximately **\$9,000**.

Staff Evaluation: DMC and CRA staff are in support of this grant application. This development project is exemplary of a Good Neighbor Grant project. A vacant building on a major corridor, Jackson Avenue, will be completely transformed and use the grant as a gap filler that allows for more exterior improvements. The former eyesore will now be useful and maintained, helping to encourage community pride and additional investment.

The applicant, Roosevelt Bonds, is invested in the neighborhood not only through property holdings but also through hosting programming for children throughout the year like Back to School Drives and Easter Egg Hunts. He recently opened Memphis Toast, a brunch restaurant, down the street using this grant program.

Recommendation: **Staff recommends approval of a Good Neighbor Grant in an amount up to \$25,000.** This is based on approved receipts and subject to all standard closing requirements and conditions.