



October 13, 2020

The Honorable Chase Carlisle, Chairman  
Personnel Committee  
City Hall - Room 514  
Memphis, TN 38103

Dear Chairman Carlisle:

Subject to Council approval, I hereby recommend that:

**Claudette Boyd**

be appointed to the Memphis Alcohol Commission with a term expiring December 31, 2022.

I have attached biographical information.

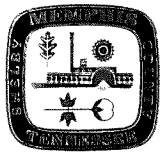
Sincerely,

A handwritten signature in black ink, appearing to read "Jim Strickland", written over a circular stamp.

Jim Strickland  
Mayor

JSS/sss

Cc: Council Members



October 13, 2020

The Honorable Chase Carlisle, Chairman  
Personnel Committee  
City Hall - Room 514  
Memphis, TN 38103

Dear Chairman Carlisle:

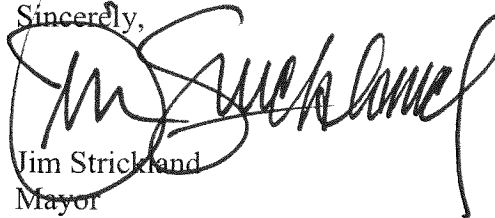
Subject to Council approval, I hereby recommend that:

**Michael Lonesome-Etnyre**

be appointed to the Civilian Law Enforcement Review Board with a term expiring June 14, 2023.

I have attached biographical information.

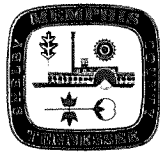
Sincerely,



Jim Strickland  
Mayor

JSS/sss

Cc: Council Members



October 13, 2020

The Honorable Chase Carlisle, Chairman  
Personnel Committee  
City Hall - Room 514  
Memphis, TN 38103

Dear Chairman Carlisle:

Subject to Council approval, I hereby recommend that:

**Asia Diggs Meador**

be appointed to the Civilian Law Enforcement Review Board with a term expiring June 14, 2023.

I have attached biographical information.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim Strickland", written over a circular stamp.

Jim Strickland  
Mayor

JSS/sss

Cc: Council Members



October 13, 2020

The Honorable Chase Carlisle, Chairman  
Personnel Committee  
City Hall - Room 514  
Memphis, TN 38103

Dear Chairman Carlisle:

Subject to Council approval, I hereby recommend that:

**Carlos Fifer**

be appointed to the Memphis & Shelby County Building Code Authority with a term expiring September 15, 2023.

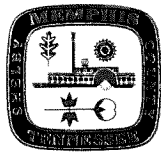
I have attached biographical information.

Sincerely,

Jim Strickland  
Mayor

JSS/sss

Cc: Council Members



October 13, 2020

The Honorable Chase Carlisle, Chairman  
Personnel Committee  
City Hall - Room 514  
Memphis, TN 38103

Dear Chairman Carlisle:

Subject to Council approval, I hereby recommend that:

**Meghan Medford**

be appointed to the Memphis & Shelby County Building Code Authority with a term expiring September 15, 2022.

I have attached biographical information.

Sincerely,

Jim Strickland  
Mayor

JSS/sss

Cc: Council Members

**RESOLUTION OF THE MEMPHIS CITY COUNCIL REQUESTING MWBE REPORTS  
ON ALL FISCAL REQUESTS SEEKING APPROVAL FROM THE MEMPHIS CITY  
COUNCIL**

**WHEREAS**, the Memphis City Council has taken steps to examine the causes of racial and economic inequities for the purpose of developing strategies for their elimination; and

**WHEREAS**, equity may be defined as the fair and just inclusion within a society where all citizens may participate and reach their full potential; and

**WHEREAS**, in considering the history of our nation, state, and City, equity now requires due consideration of systematic practices of economic exclusion based upon race, religion, gender, and ethnicity; and

**WHEREAS**, in an ongoing effort to correct past and present economic disparities, the Memphis City Council has sought to encourage and ensure minority participation related to fiscal requests requiring the body's approval, when at all possible; and

**WHEREAS**, guided by these worthy efforts, the Council now wishes to establish an official process that reflects the premise that, when the playing field is level, minority-and-women-owned-business enterprises ("MWBE") thrive in the long-term.

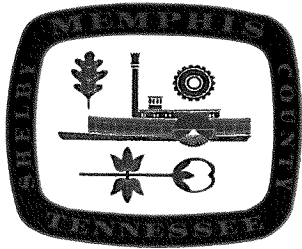
**NOW THEREFORE BE IT RESOLVED**, the Memphis City Council hereby requests all City of Memphis Divisions and quasi-governmental agencies (e.g., Memphis-Shelby County Airport Authority, Memphis Area Transit Authority, Downtown Memphis Commission, Economic Development Growth Engine, Memphis Light Gas & Water, etc.) to provide the Council with percentages regarding MWBE participation related to all fiscal requests requiring the body's approval.

**BE IT FURTHER RESOLVED**, when said percentages are not readily available, MWBE goals shall be provided, to include a utilization plan.

**BE IT FURTHER RESOLVED**, if guidance is needed in creating said utilization plan, the entity in question shall contact the City of Memphis Office of Business Diversity and Compliance; this resolution shall take effect from and after its passage, the economic welfare of the City, and its talented, diverse residents, requiring it.

**Sponsor:**  
Councilwoman Michalyn Easter-Thomas

T070



# City Council Item Routing Sheet

Division Finance

Committee Budget

Hearing Date 10/20/2020

Ordinance

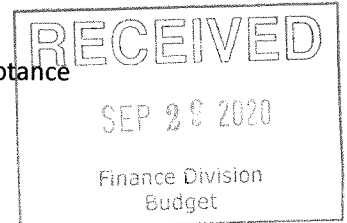
Resolution

Grant Acceptance

Budget Amendment

Commendation

Other:



**Item Description:**

This is to accept \$15,000,000 from the Tennessee Department of Environment and Conservation Clean Water State Revolving Loan Fund, SRF 2021-451, for the City-wide sewer collection system assessment and rehabilitation program. *ALL Council Districts.*

Recommended Council Action: Approve

Describe previous action taken by any other entity (i.e. board, commission, task force, council committee, etc.) and date of any action taken: N/A

Does this item require city expenditure? No

\$ Amount

\$ 15,000,000.00 Revenue to be received;

Source and Amount of Funds

\$ Operating Budget

\$ CIP Project # SW05001

\$ 15,000,000.00 Federal/State/Other

### Approvals

*m* Director *Re K* Date 9-28-20

Director \_\_\_\_\_ Date \_\_\_\_\_

Budget Manager *Gamethis Wyatt* Date \_\_\_\_\_

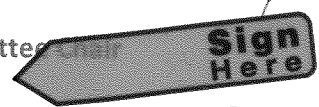
CFO Finance Director *J. Allen* Date 10/06/2020

City Attorney *J. Smith* Date 10/18/20

Chief Administrative Officer

*[Signature]* Date 9/29/20

Council Committee



\_\_\_\_\_ Date \_\_\_\_\_



## Memphis City Council Summary Sheet

**1. Description of the Item (Resolution, Ordinance, etc.)**

This is to accept \$15,000,000 from the Tennessee Department of Environment and Conservation Clean Water State Revolving Loan Fund, SRF 2021-451, for the City-wide sewer collection system assessment and rehabilitation program. *All Council Districts.*

**2. Initiating Party (e.g. Public Works, at request of City Council, etc.)**

Initiating Party is the Division of Public Works (Environmental Engineering).

**3. State whether this is a change to an existing ordinance or resolution, if applicable.**

Not applicable.

**4. State whether this requires a new contract, or amends an existing contract, if applicable.**

Not applicable.

**5. State whether this requires an expenditure of funds/requires a budget amendment.**

This resolution requires a budget amendment.



**CITY OF MEMPHIS  
SRF 2021-451  
AUTHORIZING RESOLUTION**

RESOLUTION AUTHORIZING AND PROVIDING FOR THE FINANCING OF THE CONSTRUCTION OF A WASTEWATER FACILITIES PROJECT, INCLUDING AUTHORIZING THE EXECUTION OF APPLICATIONS, CONTRACTUAL AGREEMENTS, AND OTHER NECESSARY DOCUMENTS, AND MAKING CERTAIN REPRESENTATIONS, CERTIFICATIONS, AND PLEDGES OF CERTAIN REVENUE IN CONNECTION WITH SUCH FINANCING.

**WHEREAS**, the City of Memphis is a public and governmental body in Memphis (Shelby County), Tennessee (the "Local Government"); and

**WHEREAS**, the Local Government has determined that it is necessary and desirable to undertake certain activities or tasks in connection with a wastewater facilities project, Department of Environment and Conservation Number SRF 2021-451 (the "Project"), in and for the Local Government; and

**WHEREAS**, Tennessee Code Annotated, Section 68-221-1001 *et. seq.*, provide for the lending of funds in the wastewater facilities Revolving Loan Fund to Local Governments for the purpose of providing funds for Project Loans; and

**WHEREAS**, the local Government has determined that it is necessary and advisable to borrow funds for the Project pursuant to these sections.

**NOW, THEREFORE, be it resolved as follows:**

**Section 1.** Local Government hereby approves the creation of indebtedness on behalf of the Local Government in the principal amount of fifteen million dollars (\$15,000,000) by the obtaining of a Project Loan.

**Section 2.** The execution and delivery of the Application for a Project Loan in the principal amount of fifteen million dollars (\$15,000,000) for the purpose of funding all or a portion of the total estimated cost of the Project fifteen million dollars (\$15,000,000), by Scott Morgan, P.E., Senior Environmental Administrator, of the Local Government, is hereby ratified and approved in all respects.

**Section 3.** The form, terms, and provisions of the agreement for the Project Loan among the Local Government, the Tennessee Department of Environment and Conservation and the Tennessee Local Development Authority (the "Loan Agreement"), as presented at this meeting, are hereby approved.

**Section 4.** The Local Government hereby agrees to honor and accept the method of financing as may be determined by the Authority pursuant to the Loan Agreement.

**Section 5.** The Local Government hereby agrees to make the monthly payments on the Project loan in accordance with the Payment Schedule to be attached to the Loan Agreement.

**Section 6.** The Local Government hereby agrees to levy fees, rates or charges for services provided by the Project and/or to levy ad valorem taxes sufficient to pay the interest on and principal of the Project loan in accordance with the Loan Agreement. The Local Government also agrees to levy fees, rates, or charges and/or ad valorem taxes sufficient to pay the cost

of operation and maintenance of the wastewater system of which the Project is a part, which cost shall include depreciation and all other debt service expense of the system.

**Section 7.** The Local Government assigns and pledges its State-Shared Taxes to the State and consents to the withholding and application of State-Shared Taxes in the event of failure by the Local Government to remit monthly payments in accordance with the terms of the Loan Agreement, as the Loan Agreement may be supplemented or amended from time to time.

**Section 8.** The Local Government hereby agrees that there are no local pledges of State-Shared Taxes other than those disclosed.

**Section 9.** The Local Government hereby agrees to obtain alternative methods of financing for all costs necessary for the completion of the Project which are in excess of the combined financing provided by any agency of the United States Government and by the Tennessee Local Development Authority.

**Section 10.** The Senior Environmental Administrator of the Local Government is authorized and directed to execute the Loan Agreement, and any amendments or supplements to the Loan Agreement, in the name and behalf of the Local Government; to deliver such documents to the other parties to such documents, such execution and delivery to be conclusive proof of the approval of the Local Government of such documents; and to take such further action and to execute and deliver such further instruments or documents as such officer may consider necessary or advisable in connection with the Loan Agreement. Provided, however, this resolution shall not be deemed to grant authority to the named officer to approve any increase in the amount of the Project loan.

**Section 11.** All orders, resolutions, or ordinances in conflict with this resolution are and the same are repealed insofar as such conflict exists. This resolution shall become effective immediately upon its passage.

Duly passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Jim Strickland, Mayor

WITNESS:

\_\_\_\_\_  
(Affix Seal As Appropriate)

\_\_\_\_\_  
(Name and Title)



# City Council Item Routing Sheet

**Division:** Finance/OBDC

**Committee:** Budget

**Hearing Date:** October 20, 2020

Ordinance

Resolution

Grant Acceptance

Budget Amendment

Commendation

Other: [Click here to enter text.](#)

Item Description: **RESOLUTION REGARDING RESIDENCY OF APPLICANTS FOR THE COUNCIL EMERGENCY RELIEF PROGRAM ADMINISTERED BY THE OFFICE OF BUSINESS DIVERSITY & COMPLIANCE**

Recommended Council Action: Adopt resolution on October 20, 2020

Describe previous action taken by any other entity (i.e. board, commission, task force, council committee, etc.) and date of any action taken: No previous actions have been taking by any other entity.

**Does this item require city expenditure? No**

\$Click here to enter text.

\$Click here to enter text.

**Source and Amount of Funds:**

## Approvals

Director \_\_\_\_\_ Date \_\_\_\_\_

Division Chief \_\_\_\_\_ Date \_\_\_\_\_

Budget Manager \_\_\_\_\_ Date \_\_\_\_\_

Chief Legal Officer \_\_\_\_\_ Date \_\_\_\_\_

**Chief Operating Officer**

\_\_\_\_\_ Date \_\_\_\_\_

**Council Committee Chair**

\_\_\_\_\_ Date \_\_\_\_\_



## Memphis City Council Summary Sheet

### **RESOLUTION REGARDING RESIDENCY OF APPLICANTS FOR THE COUNCIL EMERGENCY RELIEF PROGRAM ADMINISTERED BY THE OFFICE OF BUSINESS DIVERSITY & COMPLIANCE**

Resolution addresses:

Expanding the eligibility criteria for the CERP grant program being administered by OBDC to allow the primary owner(s) of an otherwise eligible business located in the city limits to reside in Shelby County, Tennessee.



**RESOLUTION REGARDING RESIDENCY OF APPLICANTS FOR THE COUNCIL EMERGENCY RELIEF PROGRAM (“CERP”) ADMINISTERED BY THE OFFICE OF BUSINESS DIVERSITY & COMPLIANCE**

**WHEREAS**, on April 21, 2020, the City Council of the City of Memphis passed a resolution to create the Council Emergency Relief Program (“CERP Resolution”) and to allocate certain funds provided to the City of Memphis under the Coronavirus Aid, Relief and Economic Security Act (“CARES Act”);

**WHEREAS**, the CERP Resolution allocated a total of \$5 million for the establishment of a grant program for small businesses, specifically a paycheck protection program and a business stabilization fund, to be administered by the Office of Business Diversity and Compliance (“OBDC”);

**WHEREAS**, the CERP Resolution, Exhibit A, outlined the eligibility requirements for CERP for the paycheck protection program;

**WHEREAS**, the CERP Resolution, Exhibit A, provides that eligible businesses must be located in Memphis and also that the primary owner must reside in Memphis; and

**WHEREAS**, businesses located in the City of Memphis may be primarily owned by persons who reside outside the city limits but within in Shelby County, and these businesses provide a benefit to the City of Memphis and continue to suffer significant economic hardships because of COVID-19. As such, the City desires to provide available resources and support to such businesses in need;

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Memphis, that the eligibility criteria for the grant program being administered by OBDC pursuant to the CERP Resolution, be expanded to allow the primary owner(s) of an otherwise eligible business to reside in Shelby County, Tennessee. Such applicants must meet all other eligibility requirements for CERP.

**BE IT FURTHER RESOLVED**, that this Resolution shall become effective immediately.

Chairman

Patrice J. Robinson

**A resolution to create and fund Council Emergency Relief Program (CERP).**

**WHEREAS**, on March 17, 2020, Mayor Jim Strickland issued a declaration of Emergency for the City of Memphis following Governor Bill Lee’s March 12, 2020 issuance of Executive Order No. 14 declaring a state of emergency in Tennessee to facilitate the treatment of COVID-19; and

**WHEREAS**, executive orders in the City of Memphis, Shelby County, and the State of Tennessee to limit Memphis business operations and residents’ interactions have been necessary to protect and promote public health, in alignment with guidelines from the Centers for Disease Control and Prevention (“CDC”); and

**WHEREAS**, these and other necessary measures taken by jurisdictions across the United States and the world to control the spread of the COVID-19 pandemic have limited public interactions, closed schools and businesses, and resulted in economic uncertainty that has left an unprecedented number of Memphis residents facing unemployment or underemployment; and

**WHEREAS**, prior to the pandemic many Memphians were struggling to support themselves and their families, earning wages so low that many working Memphians still live in poverty and the economic instability has further impacted Memphis residents leaving these residents more vulnerable than ever; and

**WHEREAS**, on March 27, 2020, the third federal stimulus package in response to the economic crisis created by the COVID-19 pandemic, the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funding was made available under section 601(a) of the Social Security Act. The CARES Act established the Coronavirus Relief Fund (the Fund) and appropriated \$150 billion to the Fund. The CARES Act provides payments to cover cost that

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. were not accounted for in the budget most recently approved as of March 27, 2020; and
3. were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020; and

**WHEREAS**, within weeks of available funding, the Small Business Administration officially ran out of money to support the Paycheck Protection Program; this program authorized up to \$349 billion in forgivable loans to small businesses to pay their employees during the COVID-19 crisis; and

**WHEREAS**, the City of Memphis is working in concert with partners and public agencies to respond to this public health emergency, establishment of public health measures, and addressing the impact associated with the provision of economic support in connection with the COVID-19 pandemic; and

**WHEREAS**, the City Council of the City of Memphis desires to respond to the needs of Memphis residents amid the uncertainty of the COVID-19 pandemic and provide economic support by creating a path toward relief during the time of economic strain driven by community needs, to support organizations contributing to COVID-19 relief, and respond to second-order effects of the emergency by providing economic support to those suffering from employment or business interruptions due to

INVOICE  
BUDGET  
DRAFT OFF  
BUS. ACCT.  
COUNCIL  
#14

COVID-19 related business closures; and

**WHEREAS**, the current environment and economic hardships exacerbated by COVID-19 make it desirable to apply dedicated funding to provide economic support to those impacted by the pandemic; and

**WHEREAS**, the City of Memphis has established working relationships with not for profit entities like the Metropolitan Inter-Faith Association, Community Foundation of Greater Memphis, and the Mid-South Food Bank, who are able to reliably accept funds, screen applicants, and track and report expenditures of funding for people in need.

**NOW, THEREFORE, BE IT RESOLVED** by the Memphis City Council that \$10,000,000 of the recently awarded Federal Coronavirus Relief Fund be allocated and managed in accordance with federal guidance for expenditures that are reasonably necessary for its intended use in the reasonable judgement of the government officials responsible for spending said fund payments; and such funding distribution is as follows:

### Funding Distribution

<b>SOURCE OF FUNDS</b>	
CARES Acts	\$ 10,000,000
<b>USE OF FUNDS</b>	
Welcome to Memphis <sup>A</sup>	\$ 600,000
Personal Care Professionals <sup>B</sup>	\$ 1,200,000
MIFA Unrestricted Emergency Services <sup>C</sup>	\$ 2,500,000
Mid-South Food Bank <sup>D</sup>	\$ 500,000
Office of Business Diversity & Compliance <sup>E</sup>	\$ 2,000,000
Artists Emergency Fund (ArtsMemphis & Music Export Memphis) <sup>F</sup>	\$ 200,000
COM Stabilization Fund (will be housed and administered by OBDC) <sup>G</sup>	\$ 3,000,000
<b>TOTAL</b>	<b>\$ 10,000,000</b>

- A. The Community Foundation of Memphis will receive a CERP disbursement of \$600,000 to supplement the Welcome to Memphis Fund established in partnership with Memphis Tourism to award one time \$300 grants to Memphis residents employed in the Tourism and Hospitality industry. The Welcome to Memphis Fund has an established program to distribute grant awards to hourly workers in the hospitality industry who have been terminated or furloughed due to COVID-19.
- B. The Administration will select and administrator/fiscal agent with Council Approval for the Personal Care Professionals Grant Program. The fiscal agent will receive \$1,200,000 CERP to distribute \$300 grants to Memphis residents employed in the personal care professions, including but not limited to cosmetologists, barbers, nail technicians, massage therapists, etc that have been laid off, hours reduced, or place of employment closed or restricted due to COVID-19.
- C. MIFA Unrestricted Emergency Services Fund will be grant of \$1,500,000 to provide utility bill assistance up to \$200 per participant for up to 7500 City of Memphis residents, and \$1,000,000 CERP disbursement for rent, food, and clothing assistance through the array of established

MIFA programs to Memphis resident that have been laid off, hours reduced, or place of employment closed or restricted due to COVID-19.

- D. The Mid South Food Bank will receive a \$500,000 grant to supplement ongoing Coronavirus efforts including increased mobile food pantry.
- E. The Office of Business Diversity and Compliance will administer Council Emergency Relief Program Payment Protection Program for small business forgivable loans up to \$5,000. OBDC will create the application and ensure eligibility of all applicants as outlined in Council Emergency Relief Program Payment Protection Program FAQ attached as Exhibit A. The forgivable loan program will be funded by a \$2,000,000 disbursement.
- F. The Community Foundation of Memphis will receive a disbursement of \$200,000 to supplement the Artist Emergency Fund established in concert with ArtsMemphis and the Music Export Memphis to support artists of all types across music, visual art, film and media arts, literary art, theatre and dance. The CERP disbursement would be restricted to those that are residents of Memphis.
- G. The Administration will work with the Council to create the City of Memphis Business Stabilization Fund Forgivable Loan Program to provide short-term working capital to businesses that are facing sudden and severe revenue shortfalls because of recent executive orders in the amount of \$3,000,000. The Office of Business Diversity and Compliance will create application and administer this program.

### **Eligibility for Relief**

Service providers will determine the eligibility of clients, prioritizing those who:

- Are residents of the City of Memphis
- Have experienced a significant hardship or loss of household income related to the COVID-19 pandemic, which may include those who have experienced a reduction in income, layoffs or furloughs, or who have taken unpaid leaves of absence from work due to school or daycare closures, the need to care for family members, or the need to remain quarantined after possible COVID-19 exposure;
- Requests for documentation of eligibility may not impose an unnecessary burden on those applying for relief services or direct financial assistance and may not unnecessarily delay the approval and distribution process.

Community-based organizations who work directly with vulnerable populations understand the needs in these communities, and as such, these requirements are not to be interpreted as limiting the pool of recipients who are in need, as long as the eligibility criteria in use are consistent with Council's goals.

### **Service Providers**

The City of Memphis is authorized to negotiate and execute amendments to existing social services contracts with service providers who will use the funds to expand the number of people served well beyond the existing populations currently served by organizations in response to the COVID-19 pandemic and economic crisis. These providers may subcontract with other organizations to expand capacity to provide these services.

The City of Memphis is also authorized to negotiate and execute new emergency contracts, to be



executed pursuant to the City's emergency contracting procedures, with social service providers who currently reach vulnerable populations that are historically marginalized and any new contracts necessary to meet the Council's goals for the CERP fund. The City of Memphis is authorized to streamline the administrative process so that funds can be distributed as quickly as possible to those in need, including issuing waivers or modifications of liability or providing other forms of insurance requirements for community-based organizations that can provide these relief services or the direct financial assistance, but that are unable to meet increased insurance requirements. Organizations with minimal or low administrative costs, with the ability to conduct outreach in the target populations, who have the capacity to distribute services and assistance efficiently and quickly, should be prioritized.

Compliance with the following standards is required of all service providers:

- Providers will be responsible for providing the City with such reporting as they currently have in place, to include aggregate descriptive data about aid recipients and their communities, as well as schedules of distribution and other regular reporting; Providers must be able to employ a mechanism to audit all expenditures;
- All data must be secured, and personally identifiable information must be protected, pursuant to City of Memphis guidelines and applicable law;
- Accessibility options, such as prepaid debit cards or gift cards, should be considered and made available for City of Memphis residents who are not able to receive ACH transfers with suitable controls as are currently utilized by organizations that contract with APH.
- All Service Providers and Administrators of CERP Programs will be required to submit reports regarding the use of funds to the City Council and reporting requirements should be included in contracts administered by the City of Memphis.

**THEREFORE, BE IT BE FURTHER RESOLVED** that Memphis City Council does hereby create the Council Relief Emergency Program and establishes the policy for the allocation of funds to outlined.

**THEREFORE, BE IT BE FURTHER RESOLVED** that Memphis City Council does hereby accept the grant funds in the amount of \$113,647,218 from the Federal Government through the CARES act and allocate \$10,000,000 for the Council Emergency Relief Program.

Sponsors:  
Martavius D. Jones  
Edmund H. Ford, Sr.

Chairman  
Patrice J. Robinson

I hereby certify that the foregoing is a true copy  
and document was adopted, approved by the  
Council of the City of Memphis in regular  
session on

APR 21 2020

Date

Valerie C. Sripes

Deputy Comptroller-Council Records

4

**COUNCIL EMERGENCY RELIEF PAYCHECK PROTECTION  
PROGRAM (PPP) INFORMATION SHEET: BORROWERS**

The City Council Emergency Relief Program Paycheck Protection Program (“PPP”) authorizes up to \$1,000,000 in forgivable loans to small businesses to pay their employees during the COVID-19 crisis. *All loan terms will be the same for everyone.*

The loan amounts will be forgiven as long as:

- The loan proceeds are used to cover payroll costs, and most mortgage interest, rent, and utility costs over the 8 week period after the loan is made; and
- Employee and compensation levels are maintained.
- Loan amounts are capped at \$5,000 and will be deferred for 6 months.

**Where can I apply?** The Office of Business Diversity and Compliance (OBDC) will administer the loans.

**Who can apply?** Small, locally-owned, and/or black-owned, women-owned, or other minority- owned businesses. Eligible businesses must be located in Memphis and the primary owner(s) must be residents of Memphis, and must employ at least one (1) other person that's not an immediate family member.

**What do I need to apply?** You will need to complete the City Council Emergency Relief Program Paycheck Protection Program (“PPP”) application and submit the application with the required documentation to the Office of Business Diversity and Compliance.

**What other documents will I need to include in my application?** You will need to provide OBDC with payroll documentation.

**How many loans can I take out under this program?** Only one.

**What can I use these loans for?** You should use the proceeds from these loans on your:

- Payroll costs, including benefits;
- Interest on mortgage obligations, incurred before February 15, 2020;
- Rent, under lease agreements in force before February 15, 2020; and
- Utilities, for which service began before February 15, 2020.

**What counts as payroll costs?** Payroll costs include:

- Salary, wages, commissions, or tips;
- Employee benefits including costs for vacation, parental, family, medical, or sick leave; allowance for separation or dismissal; payments required for the provisions of group health care benefits including insurance premiums; and payment of any retirement benefit;
- State and local taxes assessed on compensation; and

**Does the PPP cover paid sick leave?**

Yes, the PPP covers payroll costs, which include employee benefits such as costs for parental, family, medical, or sick leave. Additional Resources for sick leave are available through FFCRA's Paid Sick Leave Refundable Credit [online](#).

**How large can my loan be?** Loans are capped at \$5,000.

periods for your calculation. Payroll costs will be capped at \$100,000 annualized for each employee.

**How much of my loan will be forgiven?** You will owe money when your loan is due if you use the loan amount for anything other than payroll costs, mortgage interest, rent, and utilities payments over the 8 weeks after getting the loan.

You will also owe money if you do not maintain your staff and payroll.

- **Number of Staff:** Your loan forgiveness will be reduced if you decrease your full-time employee headcount.
- **Level of Payroll:** Your loan forgiveness will also be reduced if you decrease salaries and wages by more than 25% for any employee that made less than \$50,000 annualized in 2019.
- **Re-Hiring:** You have until June 30, 2020 to restore your full-time employment and salary levels for any changes made between February 15, 2020 and May 1, 2020.

**How can I request loan forgiveness?** You can submit a request to OBDC. The request will include documents that verify the number of full-time equivalent employees and pay rates, as well as the payments on eligible mortgage, lease, and utility obligations. You must certify that the documents are true and that you used the forgiveness amount to keep employees and make eligible mortgage interest, rent, and utility payments. OBDC must make a decision on the forgiveness within 60 days.

**What is my interest rate?** 1.00% fixed rate.

**When do I need to start paying interest on my loan?** All payments are deferred for 6 months; however, interest will continue to accrue over this period.

**When is my loan due?** In 2 years.

**Can I pay my loan earlier than 2 years?** Yes. There are no prepayment penalties or fees.

**Do I need to pledge any collateral for these loans?** No. No collateral is required.

**Do I need to personally guarantee this loan?** No. There is no personal guarantee requirement. \*\*\*However, if the proceeds are used for fraudulent purposes, appropriate legal action will be taken.\*\*\*

**What do I need to certify?** As part of your application, you need to certify in good faith that:

- You operate a small, locally-owned, and/or black-owned, women-owned, or other minority-owned businesses located in Memphis and the primary

owner(s) must be residents of Memphis, and must employ at least one (1) other person that's not an immediate family member.

- Current economic uncertainty makes the loan necessary to support your ongoing operations.
- The funds will be used to retain workers and maintain payroll or to make mortgage, lease, and utility payments.
- You have not and will not receive another loan under this program.
- You will provide to the lender documentation that verifies the number of full-time equivalent employees on payroll and the dollar amounts of payroll costs, covered mortgage interest payments, covered rent payments, and covered utilities for the eight weeks after getting this loan.
- Loan forgiveness will be provided for the sum of documented payroll costs, covered mortgage interest payments, covered rent payments, and covered utilities.
- All the information you provided in your application and in all supporting documents and forms is true and accurate. Knowingly making a false statement to get a loan under this program is punishable by law.
- You affirm that the tax documents are identical to those you submitted to the IRS.



# City Council Item Routing Sheet

**Division:** City Council    **Committee:** MLGW    **Hearing Date:** October 20, 2020

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Ordinance        | <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Grant Acceptance                                 |
| <input type="checkbox"/> Budget Amendment | <input type="checkbox"/> Commendation          | <input type="checkbox"/> Other: <a href="#">Click here to enter text.</a> |

Item Description: Resolution approving the 2021 Budget of the Memphis Light, Gas and Water Division for operation and maintenance expenses and capital expenditures.	
Recommended Council Action: Approve the resolution.	
Describe previous action taken by any other entity (i.e. board, commission, task force, council committee, etc.) and date of any action taken: Approved by the MLGW Board of Commissioners on October 7, 2020.	
Does this item require city expenditure? Yes \$Click here to enter text. \$Click here to enter text.	Source and Amount of Funds:

### Approvals

Director \_\_\_\_\_ Date \_\_\_\_\_

Division Chief \_\_\_\_\_ Date \_\_\_\_\_

Budget Manager \_\_\_\_\_ Date \_\_\_\_\_

MLGW SVP, CFO & CAO  
Secretary-Treasurer  Date 10/7/20

**Chief Operating Officer**

\_\_\_\_\_ Date \_\_\_\_\_

**Council Committee Chair**

\_\_\_\_\_ Date \_\_\_\_\_



## Memphis City Council Summary Sheet

**1. Description of the Item (Resolution, Ordinance, etc.)**

Resolution approving the 2021 Budget of the Memphis Light, Gas and Water Division for operation and maintenance expenses and capital expenditures.

**2. Initiating Party (e.g. Public Works, at request of City Council, etc.)**

Memphis Light, Gas and Water Division

**3. State whether this is a change to an existing ordinance or resolution, if applicable.**

Not applicable.

**4. State whether this requires a new contract, or amends an existing contract, if applicable.**

Not applicable.

**5. State whether this requires an expenditure of funds/requires a budget amendment.**

Not applicable.



A resolution to approve the 2021 Electric, Gas and Water Operations and Capital Budget.

**WHEREAS**, the Board of Light, Gas and Water Commissioners has submitted a proposed budget for the Memphis Light, Gas and Water Division for operation and maintenance expenses for the calendar year 2021, and the capital expenditures for 2021; and

**WHEREAS**, the Board of Commissioners has approved said budget and submitted to the City Council with the recommendation of the Board for approval; and

**WHEREAS**, the Council has, through its MLGW Committee and other interested members of the Council, reviewed the budget and conducted hearings thereon; and

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Memphis that the attached 2021 Budget of the Memphis Light, Gas and Water Division for operation and maintenance expenses and capital expenditures is approved.

**EXCERPT**  
from  
**MINUTES OF MEETING**  
of  
**BOARD OF LIGHT, GAS AND WATER COMMISSIONERS**  
**CITY OF MEMPHIS**  
held  
**October 7, 2020**

---

The President presented the proposed budgets for the Electric, Gas and Water Divisions for 2021 operating expenses and capital expenditures to the Board of Light, Gas and Water Commissioners. Such annual budgets include the applicable revenues, expenses and capital improvements for each system. These budgets have been reviewed by the Budget Review Committee and the applicable management staff, and copies have been provided to each member of the Board with opportunity given for each member to ask questions.

The President has recommended approval and adoption of the Budgets by the Board of Light, Gas and Water Commissioners.

After discussion, the Board of Memphis Light, Gas and Water Commissioners determined that, in their opinion, the proposed Budgets are all in compliance with Chapter 381 of Private Acts 1939, as amended, creating the Division.

NOW THEREFORE BE IT RESOLVED BY THE Board of Light, Gas and Water Commissioners:

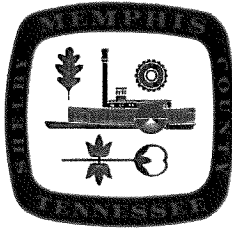
- (1) THAT, the Budgets for the Electric, Gas and Water Divisions for the 2021 operating expenses and capital expenditures, as presented by the President, subject to the consent and approval of the Council of the City of Memphis, be adopted and be in effect for the fiscal year 2021.

I hereby certify that the foregoing is a true copy of a resolution accepted by the Board of Light, Gas and Water Commissioners at a regular-special meeting held on 7<sup>th</sup> day of October, 2020, at which a quorum was present.

  
Secretary-Treasurer



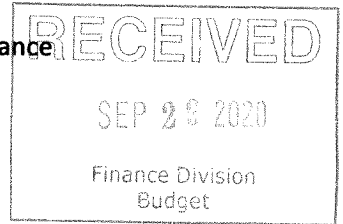
T068



# City Council Item Routing Sheet

**Division:** Public Works **Committee:** Public Works, Transportation & Gen. Svcs. **Hearing Date:** 10/20/20

- Ordinance
- Resolution
- Grant Acceptance
- Budget Amendment
- Commendation
- Other:



**Item Description:** Resolution to transfer and appropriate construction funds to rehabilitate a flood control pump station on North Second Street near Marble Avenue. This project is in Memphis City Council District 7 and Super Council District 9.

**Recommended Council Action:** Approve.

**Describe previous action taken by any other entity (i.e. board, commission, task force, council committee, etc.) and date of any action taken:** No previous action has been taken.

Does this item require city expenditure? Yes	Source and Amount of Funds
\$1,616,303.00 Amount	\$ Operating Budget
\$ Revenue to be received	\$1,616,303.00 CIP Project #ST03199
	\$ Federal/State/Other

### Approvals

Director *Rok* Date 9-28-20

Division Chief \_\_\_\_\_ Date \_\_\_\_\_

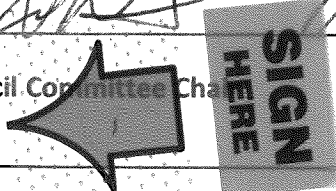
Budget Manager *Kametis Wyatt* Date 10/06/2020

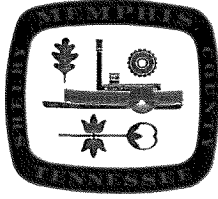
Chief Financial Officer *S. Ash* Date 10/06/2020

Chief Legal Officer *J. Smith* Date 10/8/2020

Chief Operating Officer *[Signature]* Date 9/29/20

Council Committee Chair \_\_\_\_\_ Date \_\_\_\_\_





## Memphis City Council Summary Sheet

**1. Description of the Item (Resolution, Ordinance, etc.)**

Resolution to transfer and appropriate funds for Marble Bayou Pump Station Electrical Rehab, project number ST03199 needed to rehabilitate a flood control pump station on North Second Street, near Marble Avenue. Project is in Memphis City Council District 7 and Super Council District 9.

**2. Initiating Party (e.g. Public Works, at request of City Council, etc.)**

Public Works at the recommendation of the Engineering Department.

**3. State whether this is a change to an existing ordinance or resolution, if applicable.**

NA

**4. State whether this requires a new contract, or amends an existing contract, if applicable.**

This project requires a new contract.

**5. State whether this requires an expenditure of funds/requires a budget amendment.**

This item requires an expenditure of funds.

**6. The MBE Goal for this project is 9% and the WBE goal for this project is 2%.**



# RESOLUTION

This is a resolution to transfer and appropriate construction funds to rehabilitate a flood control pump station on North Second Street near Marble Avenue funded by Ninety-five percent Storm Water Revenue Bonds and Five percent Sewer Capital PAY-GO.

**WHEREAS**, the Council of the City of Memphis approved Flood Control – ST Coverline, project number ST03207 and Marble PS Electric Rehab, project number ST03199 as part of the Fiscal Year 2021 Capital Improvement Budget; and

**WHEREAS**, bids were received on August 26, 2020 to rehabilitate a flood control pump station on North Second Street near Marble Avenue with the lowest complying bid \$1,542,460.00 submitted by Barnes & Brower, Inc.; and

**WHEREAS**, contract is to be funded by 95% Storm Water Revenue Bonds and 5% Sewer Capital PAY-GO to include 10% project contingencies to rehabilitate the flood control pump station; and

**WHEREAS**, a Resolution is submitted for approval in the amount of \$80,403.00 for Marble PS Sewer Rehab, project number SW21203 (*5% Sewer Capital PAY-GO to include 10% project contingencies*) to rehabilitate the flood control pump station; and

**WHEREAS**, the Council of the City of Memphis approved three million five hundred thousand dollars \$3,500,000.00 Stormwater Capital PayGo for construction, as part of the Public Works Fiscal Year 2021 Capital Improvement Budget; and

**WHEREAS**, it is necessary for the City of Memphis to amend the Fiscal Year 2021 Capital Improvement Budget to remove one million seven hundred fifty thousand dollars (\$1,750,000.00) Stormwater Capital PayGo for construction and replace it with an allocation and appropriation of one million seven hundred fifty thousand dollars (\$1,750,000.00) Storm Water Revenue Bonds for construction from Flood Control – ST Coverline, project number ST03207; and

**WHEREAS**, it is necessary to transfer construction allocation funded by Storm Water Revenue Bonds from Flood Control – ST Coverline, project number ST03207 to Marble PS Electric Rehab, project number ST03199 in the amount of \$1,616,303.00 (*95% of contract funding plus 10% contingencies*); and

**WHEREAS**, it is necessary to appropriate construction fund amount of \$1,616,303.00 funded by Storm Water Revenue Bonds in Marble PS Electric Rehab, project number ST03199 as follows:

<b>Contract Amount (95%)</b>	<b>\$1,469,366.00</b>
<b>Project Contingencies</b>	<b><u>\$146,937.00</u></b>
<b>Total Amount</b>	<b>\$1,616,303.00</b>

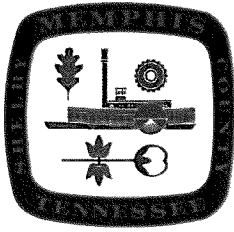
**NOW, THEREFORE, BE IT RESOLVED**, that the FY2021 CIP Budget is amended by removing the amount of \$1,750,000 of Stormwater Capital PayGo Water funding which is being replaced by Storm Water Revenue Bonds.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Memphis that the Fiscal Year 2021 Capital Improvement Budget be and is hereby amended by transferring construction allocation amount of \$1,616,303.00 funded by Storm Water Revenue Bonds from Flood Control – ST Coverline, project number ST03207 to Marble PS Electric Rehab, project number ST03199 to rehabilitate a flood control pump station on North Second Street near Marble Avenue; and

**BE IT FURTHER RESOLVED**, that there be and is hereby appropriated the sum of \$1,616,303.00 funded by Storm Water Revenue Bonds chargeable to the FY2021 Capital Improvement Budget and credited as follows:

<b>Project Title:</b>	<b>Marble PS Electric Rehab</b>
<b>Project Number:</b>	<b>ST03199</b>
<b>Amount:</b>	<b>\$1,616,303.00</b>

T069



# City Council Item Routing Sheet

Division: Public Works Committee: Public Works, Transportation & Gen. Svcs. Hearing Date: 10/20/20

Ordinance

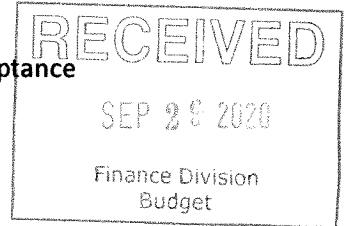
Resolution

Grant Acceptance

Budget Amendment

Commendation

Other:



Item Description: Resolution to transfer and appropriate construction funds to rehabilitate a flood control pump station on North Second Street near Marble Avenue. This project is in Memphis City Council District 7 and Super Council District 9.

Recommended Council Action: Approve.

Describe previous action taken by any other entity (i.e. board, commission, task force, council committee, etc.) and date of any action taken: No previous action has been taken.

Does this item require city expenditure? Yes

\$80,403.00 Amount

\$ Revenue to be received

Source and Amount of Funds

\$ Operating Budget

\$80,403.00 CIP Project #SW21203

\$ Federal/State/Other

### Approvals

Director [Signature] Date 9-28-20

Division Chief \_\_\_\_\_ Date \_\_\_\_\_

Budget Manager [Signature] Date 10/5/2020

Chief Financial Officer [Signature] Date 10/06/2020

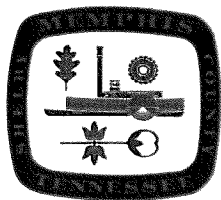
Chief Legal Officer [Signature] Date 10/18/20 \_\_\_\_\_ Date \_\_\_\_\_

Chief Operating Officer [Signature]

Council Committee Chair [Signature]

Date [Signature]





## Memphis City Council Summary Sheet

**1. Description of the Item (Resolution, Ordinance, etc.)**

Resolution to transfer and appropriate construction funds for Marble PS Sewer Rehab, project number SW21203 needed to rehabilitate a flood control pump station on North Second Street, near Marble Avenue. Project is in Memphis City Council District 7 and Super Council District 9.

**2. Initiating Party (e.g. Public Works, at request of City Council, etc.)**

Public Works at the recommendation of the Engineering Department.

**3. State whether this is a change to an existing ordinance or resolution, if applicable.**

NA

**4. State whether this requires a new contract, or amends an existing contract, if applicable.**

This project requires a new contract.

**5. State whether this requires an expenditure of funds/requires a budget amendment.**

This item requires an expenditure of funds.

**6. The MBE Goal for this project is 9% and the WBE goal for this project is 2%.**



# RESOLUTION

This is a resolution to transfer and appropriate construction funds to rehabilitate a flood control pump station on North Second Street near Marble Avenue to be funded by Five percent Sewer and Ninety-five percent Storm Water Revenue Bonds.

**WHEREAS**, the Council of the City of Memphis approved FY21 Rehab Exist Sewer Cover, project number SW21200 as part of the Fiscal Year 2021 Capital Improvement Budget; and

**WHEREAS**, bids were received on August 26, 2020 to rehabilitate a flood control pump station on North Second Street near Marble Avenue with the lowest complying bid \$1,542,460.00 submitted by Barnes & Brower, Inc.; and

**WHEREAS**, contract is to be funded by 95% Storm Water Revenue Bonds and 5% Sewer Capital PAY-GO to include 10% project contingencies to rehabilitate the flood control pump station; and

**WHEREAS**, a Resolution is submitted for approval in the amount of \$1,616,303 for Marble PS Electric Rehab, project number ST03199 (*95% Storm Water Revenue Bonds to include 10% project contingencies*) to rehabilitate the flood control pump station; and

**WHEREAS**, it is necessary to transfer construction allocation funded by Sewer Capital PAY-GO from FY21 Rehab Exist Sewer Cover, project number SW21200 to Marble PS Sewer Rehab, project number SW21203 in the amount of \$80,403.00 (*5% of contract funding plus 10% contingencies*); and

**WHEREAS**, it is necessary to appropriate construction funds in the amount of \$80,403.00 (*5% of contract funding plus 10% contingencies*) in Marble PS Sewer Rehab, project number SW21203 funded by Sewer Capital PAY-GO as follows:

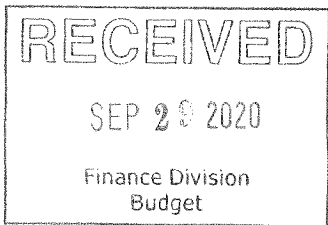
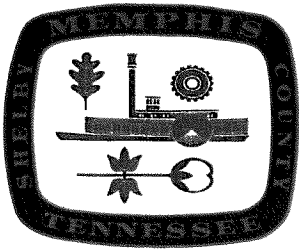
<b>Contract Amount (5%)</b>	<b>\$73,094.00</b>
<b>Project Contingencies</b>	<b><u>\$7,309.00</u></b>
<b>Total Amount</b>	<b>\$80,403.00</b>

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Memphis that the Fiscal Year 2021 Capital Improvement Budget be and is hereby amended by transferring construction allocation amount of \$80,403.00 funded by Sewer Capital PAY-GO from FY21 Rehab Exist Sewer Cover, project number SW21200 to Marble PS Sewer Rehab, project number SW21203 to rehabilitate a flood control pump station on North Second Street near Marble Avenue; and

**BE IT FURTHER RESOLVED**, that there be and is hereby appropriated the sum of \$80,403.00 funded by Sewer Capital PAY-GO chargeable to the FY2021 Capital Improvement Budget and credited as follows:

<b>Project Title:</b>	<b>Marble PS Sewer Rehab</b>
<b>Project Number:</b>	<b>SW21203</b>
<b>Amount:</b>	<b>\$80,403.00</b>

T071



### City Council Item Routing Sheet

Division Public Works    Committee Public Works    Hearing Date October 20, 2020

- Ordinance                       Resolution                       Grant Acceptance
- Budget Amendment               Commendation                   Other:

Item Description: This is a resolution to remove Capital Pay Go for Architecture & Engineering, allocate and appropriate revenue bond in the amount of \$115,000,000.00 for Architecture & Engineering in Sewer Assessment and Rehab, project number SW05001. *ALL Council Districts.*

Recommended Council Action: Approve

Describe previous action taken by any other entity (i.e. board, commission, task force, council committee, etc.) and date of any action taken: N/A


<p>Does this item require city expenditure? No</p> <p>\$ Amount</p> <p>\$ 115,000,000.00 Revenue to be received;</p>	<p>Source and Amount of Funds</p> <p>\$ Operating Budget</p> <p>\$ CIP Project # SW05001</p> <p>\$ 115,000,000.00 Federal/State/<u>Other</u></p>
--	--

#### Approvals

Director *Re K* Date 9-28-20

Division Chief \_\_\_\_\_ Date \_\_\_\_\_ Chief Operating Officer *[Signature]* Date 9/28/20

Budget Manager *Kametus Wyatt* Date 10/5/2020

Chief Financial Officer *S. Field* Date 10/06/2020 Council Committee Chair 

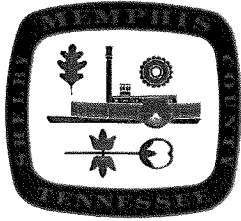
City Attorney *[Signature]* Date 10/8/20

Chief Administrative Office

SEP 28 2020

Received





## Memphis City Council Summary Sheet

### 1. Description of the Item (Resolution, Ordinance, etc.)

Resolution to remove Capital Pay Go for Architecture & Engineering, allocate and appropriate revenue bond amount of \$115,000,000.00 for Architecture & Engineering in Sewer Assessment and Rehab, project number SW05001. *(All Council Districts)*

### 2. Initiating Party (e.g. Public Works, at request of City Council, etc.)

Initiating Party is the Division of Public Works (Environmental Engineering).

### 3. State whether this is a change to an existing ordinance or resolution, if applicable.

Not applicable.

### 4. State whether this requires a new contract, or amends an existing contract, if applicable.

Not applicable.

### 5. State whether this requires an expenditure of funds/requires a budget amendment.

This resolution requires a budget amendment.



# RESOLUTION

A Resolution to remove the FY2021 Capital PAY GO funding source of Thirty Million Dollars (\$30,000,000) and replace it with an allocation and appropriation of One-Hundred Fifteen Million Dollars (\$115,000,000) revenue bond in Sewer Assessment and Rehab project number SW05001.

**WHEREAS**, the Council of the City of Memphis approved Sewer Assessment and Rehab, project number SW05001, as part of the Public Works Fiscal Year 2021 Capital Improvement Budget; and

**WHEREAS**, the Council of the City of Memphis approved a resolution September 01, 2020 authorizing the issuance of not to exceed \$135,000,000 Sanitary Sewerage System Revenue Bond for the City of Memphis, Tennessee for financing the cost of improvements, additions and extensions to the Sanitary Sewerage System of the City of Memphis; and

**WHEREAS**, the Council of the City of Memphis approved twenty million dollars \$20,000,000.00 Sanitary Sewerage System Revenue Bond for the City of Memphis in Sewer Assessment and Rehab, project number SW05001, as part of the Public Works Fiscal Year 2021 Capital Improvement Budget; and

**WHEREAS**, it is necessary for the City of Memphis to amend the Fiscal Year 2021 Capital Improvement Budget to establish additional one-hundred fifteen million dollars (\$115,000,000) allocation and appropriation for Architecture and Engineering expenditures in Sewer Assessment and Rehab, project number SW05001 to finance the cost of improvements, additions and extensions to the Sanitary Sewerage System of the City of Memphis; and

**WHEREAS**, Capital PAY GO for Architecture & Engineering in Sewer Assessment and Rehab, project number SW05001 are not needed because of the Revenue Bond funding.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Memphis that the Fiscal Year 2021 Capital Improvement Budget be and is hereby amended by establishing an allocation and appropriation of Sanitary Sewerage System Revenue Bond proceeds in the amount of \$115,000,000 for Architecture & Engineering in Sewer Assessment and Rehab, project number SW05001; and

**BE IT FURTHER RESOLVED**, that the FY2021 CIP Budget is amended by removing the amount of \$30,000,000 of Capital PAY GO funding which is being replaced by revenue bonds.