

**Memphis Zoo Parking Project  
Steering Committee Kickoff Meeting**

**AGENDA**

Thursday, January 5, 2017 3:30PM  
City Council Conference Room 501  
125 N. Main St. Memphis, TN 38103

**I. Welcome** (5 min)

**II. Review and discussion Request for Qualification (RFQ)** (20 min)

- A. Compile/Discuss Rating
- B. Selection of top team(s), presentation? how many?
- C. Selection of Final Design Team

**III. Discuss status of fund raising** (10 min)

- A. Zoo
- B. OPC

**IV. Review Schedule** (10 min)

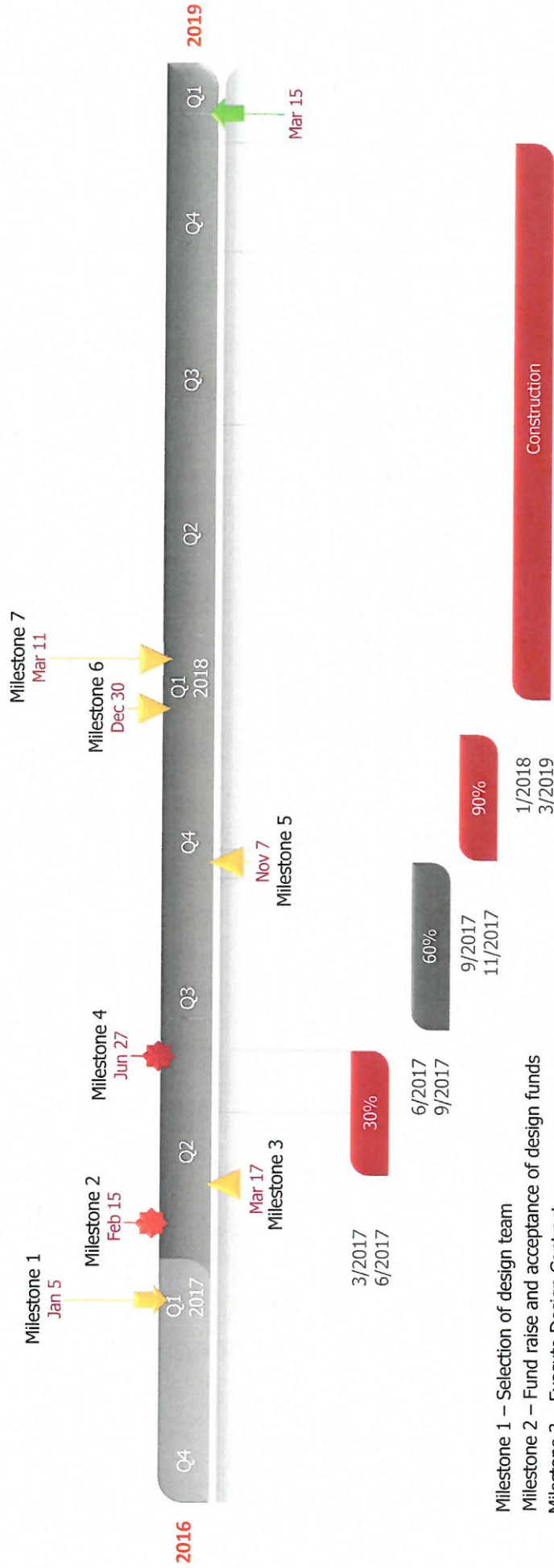
**V. Overview of website comments** (5 min)

**VI. Goals for next meeting** (5 min)

- A. Schedule of presentation, if desired?
- B. Select Final Design Team
- C. Request for Proposal

**VII. Close** (5 min)

# TIMELINE



- Milestone 1 – Selection of design team
- Milestone 2 – Fund raise and acceptance of design funds
- Milestone 3 – Execute Design Contract
- Milestone 4 – 30% Plan
- Milestone 5 – 60% Plan
- Milestone 6 – 90% -100% Plan
- Milestone 7 – Construction begins

**SIGN IN SHEET**

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	Steering Committee Member Name	Organization	Phone	Email	Initial
1	Tina Sullivan or alternate	Overton Park Conservancy	901-214-5450	<a href="mailto:tsullivan@overtonpark.org">tsullivan@overtonpark.org</a>	TS
2	John Conroy	Memphis Zoo	901-288-2855	<a href="mailto:jeconroy@bellsouth.net">jeconroy@bellsouth.net</a>	JC
3	Mary Wilder	Overton Park Alliance	901-461-8683	<a href="mailto:marywild@comcast.net">marywild@comcast.net</a>	MW
4	Michael Rowland	Community Representative		<a href="mailto:mrowlandmemphis@gmail.com">mrowlandmemphis@gmail.com</a>	MR
5	Doug McGowen or alternate	City of Memphis, Chief	901-636-6586	<a href="mailto:Doug.McGowen@memphistn.gov">Doug.McGowen@memphistn.gov</a>	
6	Jennifer Sink or alternate	City of Memphis, Legal	901-636-6540	<a href="mailto:Jennifer.Sink@memphistn.gov">Jennifer.Sink@memphistn.gov</a>	J
7	Maria Munoz-Blanco or Mike Flowers	City of Memphis, Parks & Neigh.	901-636-6846	<a href="mailto:maria.munoz-blanco@memphistn.gov">maria.munoz-blanco@memphistn.gov</a> <a href="mailto:Paul.Flowers@memphistn.gov">Paul.Flowers@memphistn.gov</a>	MMB MF
8	Manny Belen or Jack Stevenson	City of Memphis, Engineering	901-636-6700	<a href="mailto:Manny.Belen@memphistn.gov">Manny.Belen@memphistn.gov</a> <a href="mailto:John.Stevenson@memphistn.gov">John.Stevenson@memphistn.gov</a>	MB JS
9	Robert Knecht or alternate	City of Memphis, Public Works	901-636-7100	<a href="mailto:Robert.Knecht@memphistn.gov">Robert.Knecht@memphistn.gov</a>	RK

