

# **Pine Bluff Urban Renewal Agency**

## **Monthly Meeting Minutes**

### **September 18, 2018**

The Pine Bluff Urban Renewal Agency (PBURA) held its regular monthly meeting on September 18, 2018 at The Baim Law Firm.

The following commissioners were in attendance:

Jimmy Dill, chair  
Lloyd Franklin, Sr.  
Travis Martin

Commissioners Rita Conley and Kirby Mouser were absent.

Also in attendance were:

Ryan Biles, SCM Architects  
Leigh Cockrum  
Dee Gatlin  
Brad Place, SCM Architects  
Maurice Taggart, Executive Director (ED), PBURA  
Lori Walker  
Ryan Watley

The meeting was called to order at 5:30 p.m. by Commissioner Dill.

Commissioner Dill reported the first three houses have been demolished under the PBURA. Robert Knott, contractor, did a professional job.

Commissioner Franklin made a MOTION to approve the August 21, 2018 minutes as presented. The motion was seconded by Commissioner Martin and was APPROVED.

Commissioner Franklin reviewed the financial statements as of August 31, 2018. The accounting system wasn't set up correctly, so some expenses are not reflected on the statements.

Commissioner Dill reported Commissioner Franklin had been reappointed to the PBURA by Mayor Shirley Washington and will serve a five year term.

SCM Architects was the only RFQ submitted in response to the Historic Preservation Consultant for Specific Properties on the East and West Side on Main Street from 4<sup>th</sup> to 3<sup>rd</sup> Avenue.

Mr. Biles and Mr. Place of SCM Architects were in attendance and made a presentation to the commissioners. They have a structural engineer on board (Martin & Martin from northwest Arkansas) and an architect from Greenwood, MS.

They will be on site approximately 30 days to assess the properties. It will take 30 to 40 days for them to prepare their assessment.

Commissioner Franklin made a MOTION to approve SCM Architects' proposal and Mr. Taggart, ED, to enter into negotiations with SCM. Commissioner Martin seconded the motion and it was APPROVED.

Commissioner Franklin requested SCM Architects meet with Dee Herring Gatlin, chair of the Pine Bluff Historic District Commission.

There was one bid submitted in response to the RFQ for appraisals of single-family homes, commercial buildings, commercial land lots and/or foreclosed properties and condemned homes by James C. Buckner.

Commissioner Martin made a MOTION to approve James C. Buckner's RFQ and allow the ED to enter into negotiations with Mr. Buckner. The motion was seconded by Commissioner Franklin and was APPROVED.

ED Taggart reported he has held the first round of interviews for a truck driver and excavator operator.

The new truck is here and the trailer should be here this week. The dumpsters have been delayed due to the hurricane disaster (Florence).

The excavator we originally purchased was sold to someone else. Scott Company is looking for something comparable. If the original bid doesn't come through, then will be put out for bid again.

Ed Thompson called and is wanting to donate a 2007 excavator and trailer to the PBURA. Rick Rhoden will go check out the excavator. If we were to accept this donation, we would use it as a backup.

Commissioner Martin made a MOTION to accept the 2007 excavator and trailer donation from Ed Thompson contingent on ED Taggart and Rick Rhoden's inspection, is in working order, and suitable for our needs. The motion was seconded by Commissioner Franklin and was APPROVED.

ED Taggart reported on five demolished houses status (3 demolished, 1 removed from list, 1 outside of PBURA area).

He has a list of 26 properties in which 18 are in the PBURA's area. Two properties will be removed from the list as some improvements have been made. Taggart can initiate the removal process.

The newspaper is writing an article on the PBURA.

The Mayor should be making a hiring decision this week for the new director of Code Enforcement.

Commissioner Martin wants ED to put a binder together that contains the process of identifying properties to be condemned, the advertising process, lien process, etc.

ED Taggart recommended the creation of a 8 ft x 4 ft sign to be placed at demolition sites announcing the partnership of GFPB and PBURA and use of sales tax dollars.

Commissioner Martin made a MOTION to have signs showing sales tax dollars at work and partnership with PBURA and GFPB erected at demolition sites. The motion was seconded by Commissioner Franklin and was APPROVED.

It was suggested to have the same information put on the dumpsters.

ED Taggart has been working with Rick Rhoden and Larry Mathews on a Notice of Intent to submit a 50/50 matching grant up to \$150,000 from the Arkansas Department of Emergency Management. They are proposing to submit a RFP for the Harding Drain that would have a 40 acre retention pond to relieve pressure on the drainage in three areas. The pond would be located on the east side of Belle Meade. The scope of work will include engineering work for the retention pond.

Commissioner Martin made a motion that the PBURA submit a Notice of Intent to submit a grant to the Arkansas Department of Emergency Management. The motion was seconded by Commissioner Franklin and was APPROVED.

ED Taggart will verify that filing the Intent will not bound the PBURA to apply if it is found out we were not able to apply.

In other business, ED Taggart submitted pictures of possible locations for his office. At this time, his office will continue to be located at the Community and Economic Development offices. ED Taggart will check at the Donald Reynolds Building for available space.

Public Comments were made.

There being no further business, the meeting adjourned at 7:09 p.m.

/s/ Leigh Cockrum  
Leigh Cockrum  
Recorder

/s/ Wm. Kirby Mouser  
W. Kirby Mouser  
Secretary