

Pine Bluff Urban Renewal Agency

Monthly Meeting Minutes

October 30, 2018

The Pine Bluff Urban Renewal Agency (PBURA) held its regular monthly meeting on October 30, 2018 at The Baim Law Firm.

The following commissioners were in attendance:

Jimmy Dill, chair
Rita Conley
Lloyd Franklin, Sr.
Travis Martin
Kirby Mouser

Also in attendance were:

Leigh Cockrum
Marty Huddleston, Pine Bluff Convention Center
Randy Light
Joseph McCorvey, Executive Director, Pine Bluff Convention Center
Edmond Reed
Rick Rhoden, Director, Pine Bluff Street Department
Maurice Taggart, Executive Director (ED), PBURA
Ryan Watley

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

Chairman Dill commented the PBURA is making progress and continues to make progress to make this city better.

Mr. Taggart announced the PBURA was approved matching funds of \$114,000 to build a retention pond with the State Hazardous Waste Mitigation Grant. The PBURA is responsible for \$74,000. \$40,000 will be in kind or contributed by the Pine Bluff Economic and Community Development Department.

Although the location of the pond will be outside of the URA area, the flooding affects the URA area. Before applying for the grant, Mr. Taggart had Assistant City Attorney Joe Childers consider the matter. Mr. Childers approved applying for the grant.

Commissioner Franklin would like a letter sent to Karen Quarrells at Emergency Management thanking her for sending us notice about the grant.

Commissioner Franklin made a MOTION to approve the acceptance of the Harden Basins Retention Pond Mitigation Project made available through the State Hazard Mitigation Grant Program. Commissioner Martin seconded the motion and was APPROVED.

Mr. Taggart presented appraisal service letters for payment from Lunsford and Associates for \$2,000 and Buckner Realty Company for \$2,800.

Commissioner Mouser made a MOTION to approve the payment of \$2,000 to Lunsford and Associates and \$2,800 to Buckner Realty Company for appraisal services. Commissioner Conley seconded the motion and was APPROVED.

Mr. Taggart requested the PBURA approve a disbursement and acceptance of a change order for \$16,000 from the "Convention Center Upgrades" budget line item. This request is being made due to unforeseen expenses. This amount is within budget.

Mr. Taggart also requested the PBURA approve a budget adjustment of \$24,000 to be transferred from "601 Main Street" to "Convention Center Upgrades" to cover the remaining deficit for the upgrades.

Joseph McCorvey and Marty Huddleston from the Pine Bluff Convention Center explained the reasons for the changes.

Commissioner Martin made a MOTION to approve a change order of \$16,000 from the "Convention Center Upgrades" line item and a budget adjustment of \$24,000 to be transferred from "601 Main Street" to the "Convention Center Upgrade" line item. The motion was seconded by Commissioner Franklin and was APPROVED.

Mr. Taggart made a request to the commissioners to create a new position for an URA Demolition Agent.

Mr. Taggart stated that after observing the demolition process by sub-contractors, it is almost impossible for two people to do a demolition effectively. Initially, it was planned to have only the truck driver and excavator operator be present at the demolition sites.

The URA Demolition Agent will have multiple duties and the proposed job announcement was reviewed. Rick Rhoden spoke on behalf of the new position and feels that demolition is a three-person job.

Mr. Taggart stated the transfer of resources will not be needed this year as there are funds in salaries to cover the position. There will be an increase needed to salaries for 2019.

This position will pay \$38,000 plus benefits.

When not tearing down houses, the incumbent will be trained to complete residential and commercial inspections. The truck driver and excavator operator will also be trained to inspect properties.

Mr. Taggart stated that Mr. Rhoden has been very helpful and the PBURA will work with the Street Department or Inspection Department when not tearing down houses.

Commissioner Conley asked if Mr. Taggart had visited with the Inspection Department and did he foresee a problem. Mr. Taggart stated he had visited with Jeff Gaston. Commissioner Conley also asked if Mr. Taggart had talked to Mr. Gaston about splitting a full-time person. The PBURA needs to have full control over this position.

Commissioner Franklin stated he didn't want to see a lot of employees hired and nothing to show for them.

Dr. Ryan Watley stated Mr. Rhoden mentioned there were safety issues with not having a third person on a demo site. Dr. Watley stated the new position would not be competing with Code Enforcement but would be assisting those officers within the URA area.

Commissioner Franklin made a motion to approve the creation of a "URA Demolition Agent" position and approve a budget adjustment of \$6,000 from the "Truck Driver" line item to a newly created "URA Demolition Agent" line item.

Mr. Taggart made a request to create a new budget line item "URA Truck." This truck would be operated by the URA Demolition Agent during the performance of duties. The truck will not be taken home by the Agent. It will also be used to store cones and other applicable equipment. He also asked for a budget adjustment of \$27,000 to be transferred from "Walking, Jogging & Bike Trails" to the "URA Truck" line item.

Mr. Taggart will obtain bids. He is looking for a 2014 or newer model with 60,000 miles or less.

Commissioner Mouser made a MOTION to create a new budget line item for a "URA Truck" and a budget adjustment for \$27,000 from "Walking, Jogging & Bike Trails" to the "URA Truck" line item. The motion was seconded by Commissioner Martin and was APPROVED.

Mr. Taggart requested tabling the SCM Contract approved on October 16, 2018. He is contemplating a new program to increase downtown business.

Dr. Watley also stated that Phase 3 of the contract is open-ended and there is no way to know how much it will cost at this time. There are also potential environmental issues when the SCM architects are inspecting the premises.

Potentially we can devise an incentive program to allow sharing some of the cost with potential owners.

Commissioner Martin made a MOTION to withdraw the approved motion to enter into a contract with SCM Architects on October 16, 2018. The motion was seconded by Commissioner Franklin and was APPROVED.

In other business, Mr. Taggart:

- introduced Edmond Reed who has been hired as a truck driver.
- announced bids were opened yesterday for the second round of outsourcing demolition.
- asbestos will need to be tested in these houses before demolition.
- the GIS map should be ready next week.

Public Comments were made.

There being no further business, the meeting adjourned at 6:40 p.m.

/s/ Leigh Cockrum
Leigh Cockrum
Recorder

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