

Pine Bluff Urban Renewal Agency
Meeting Minutes
June 16, 2020

The Pine Bluff Urban Renewal Agency (PBURA) held its monthly meeting on June 16, 2020, 5:30 p.m., at the Pine Bluff Convention Center.

The following commissioners were in attendance:

Jimmy Dill, chair
Travis Martin
Kirby Mouser

Commissioners absent:

Rita Conley
Lloyd Franklin, Sr.

Others in attendance:

Martha Brooks
Leigh Cockrum
Maurice Taggart, Executive Director (ED)
Ryan Watley
Karla Williams

The meeting was called to order by Commissioner Dill.

Commissioner Mouser made a MOTION to approve the January 22, 2020 minutes as presented. The motion was seconded by Commissioner Martin and was APPROVED.

Commissioner Mouser made a MOTION to approve the February 25, 2020 minutes as presented. The motion was seconded by Commissioner Martin and was APPROVED.

Commissioner Martin made a MOTION to approve the February, March, April, and May 2020 financial statements all together as presented. The motion was seconded by Commissioner Mouser and was APPROVED.

Taggart stated the PBURA approved \$50,000 via email to be allocated for legal fees for potential issues that required outside council on October 30, 2019. This action needs to be ratified, although the amount requested is \$30,000. The funds will be moved from Downtown Improvements to Legal Fees. Taggart will have to obtain two quotes for services, and the PBURA will have to approve the contract.

Commissioner Mouser made a MOTION to create a line item for Outside Legal Expense for \$30,000, taken from Downtown Improvements Building Improvements line item. The motion was seconded by Commissioner Martin and was APPROVED.

When the 2020 Budget was approved, it included \$921,905.74 that was used for expenditures related to the Plaza Hotel purchase in December 2019. A budget reduction was requested by Taggart to balance the 2020 budget.

Martin made a MOTION to approve a budget reduction from Capital Purchases of \$921,905.74. Mouser seconded the motion and was APPROVED.

The PBURA provided resources during the construction of the 601 Main Plaza. CDI Contractors is performing some warranty work that includes changes to the drainage. Planters at the site will need waterproofing. The PBURA approved the request of \$5,800 to the expense through email.

Martin made a MOTION to ratify the expense of funds of \$5,800 for waterproofing the planters at 601 Main Plaza. Mouser seconded and was APPROVED.

There was a good turnout for the RFP pre-bid meeting to rehabilitate 316, 322, and 324 Main Street buildings. Four companies responded to the RFP. Taggart has sent the lower bidder, Wagner General Contractors, Inc., of Searcy, a Notice of Intent to Award based on the approval of the PBURA.

The contract will be an AIA contract due to federal guidelines that have to be followed to qualify for CDBG funds.

The contract sets out specific timeframes with 180 days from the time of the contract execution to be complete. Remedy of \$400 per day if not completed on time. The work will get the buildings stabilized. Other resources will be used to replace the roof. Interior work will be done by the tenants.

Mouser made a MOTION to accept Wagner General Contractors, Inc.'s bid and allow Maurice Taggart, ED, to enter into a contract to stabilize 316, 322, and 324 Main Street. Martin seconded the motion and was APPROVED.

Taggart presented the Pine Bluff Urban Renewal Agency Handbook for approval. The city attorney has not reviewed the handbook but was duplicated from the City's handbook.

Taggart pulled his request and will have the City Attorney and another legal entity review before presenting to the PBURA for approval again.

The initial movie theatre RFQ referenced the downtown market. Taggart will be issuing a revised RFQ to include the entire Urban Renewal area.

Taggart presented the Executive Director's report.

- Demolition updates:
 - 30 files were approved by the city council yesterday; 17 of those are in the URA area.
 - Demos are already set through September; the 17 new properties will be added to fill out the year.

- No decision has been made on the Historic Preservation grant yet. The announcement date was changed to July 19.
- Negotiations are ongoing for properties in the downtown area in or around the apartment complex vicinity. The property acquisitions are for specific projects that are part of the PBURA's plan.
- The PBURA staff opted to use the Work/Share Program versus furloughs. The PBURA pays 32 hours and the Department of Workforce Services pays for 8 hours. Employees also have CARES Act Coverage.
- The potential housing partner has submitted his funding application to the bank. We should know something in the next 30 to 45 days.
- Taggart introduced Mrs. Karla Williams, the new Code Enforcement Director. She has almost 10 years' experience here in Pine Bluff and in Little Rock.

No public comments were made.

There being no further business, the meeting was adjourned.

/s/ Leigh Cockrum
Leigh Cockrum
Recorder

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