

Pine Bluff Urban Renewal Agency
Regular Meeting Minutes
August 18, 2020

The Pine Bluff Urban Renewal Agency (PBURA) held its regular Monthly Meeting on August 18, 2020, 5:30 p.m., at the Donald W. Reynolds Community Services Center.

The following commissioners were in attendance:

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

Commissioners absent:

Travis Martin

Others in attendance:

Leigh Cockrum
Maurice Taggart, Executive Director (ED)

Dill called the meeting to order.

Mouser made a MOTION to approve the July 20, 2020, minutes as presented. Franklin seconded the motion and was APPROVED unanimously.

Franklin reviewed the July financial statements.

Franklin made a MOTION to approve the July 2020 financial statements as presented. Mouser seconded the motion and was APPROVED unanimously.

Taggart presented the Employee Handbook last month for approval without Joe Childers, City Assistant Attorney, remarks included in the commissioner's packets. Taggart provided a copy of the email and suggested changes today. The entire 5.9 section was removed.

Franklin made a MOTION to approve the Employee Handbook with the revisions suggested by Assistant City Attorney Joe Childers. Mouser seconded the motion and was APPROVED unanimously.

Mouser requested all commissioners receive a copy of the final handbook.

Franklin would like Taggart to provide a written statement stating he (Taggart) had made the changes suggested by Childers.

Taggart reported an RFQ for Re-issue Design, Construction, Management and Operation of a Movie Theatre and Associated Amenities was made. There was only one respondent that complied with the RFQ. Another entity inquired about the RFQ after the deadline.

Mouser made a MOTION to approve Apex Cinemas as the successful respondent to the RFQ for Re-issue Design, Construction, Management and Operation of a Movie Theatre and Associated Amenities. Franklin seconded the motion and was APPROVED unanimously.

Taggart has obtained three quotes from legal firms to serve as outside legal counsel for the PBURA. Based on the responses, the Carter Law Firm has been selected.

Taggart presented the firm's Statement of Qualification for General Municipal and Utility Legal Services, a client referral listing, and an Agreement for Legal Services. They have some expertise that we (PBURA) need.

The firm will represent the PBURA and provide consulting services to others whose services affect the PBURA, i.e., Code Enforcement, as requested by the PBURA.

The firm will not be on a retainer but paid on an hourly basis.

They will be able to advise us on how to clean up liens, how to utilize tax dollars, acquisition of properties if needed, other representation needed. Technically, the City Attorney does not represent us. They (CA) provide certain services for us, but they do not have to represent the interest of the PBURA.

The mechanics of how the relationship with the firm needs to be worked out. We need to be sure the firm is not used at the whim of a city department. Some parameters need to be set for the use of their services.

Mouser made a MOTION to approve the contract for legal services with the Carter Law Firm LLC. Conley seconded the motion and was APPROVED unanimously.

Taggart is to provide guidelines of what services the Carter Law Firm LLC will provide and for whom.

Taggart is to ask the firm to give an estimate for the work they do for us.

Taggart presented the Executive Director's report:

- Affordable Housing – Taggart spoke to the preliminary partner who is supposed to respond to information by August 25. Taggart has had other investors inquire about the housing piece. No agreement has been made yet. Taggart will make a recommendation after the 25th.

Once the preliminary partner gets financing in place, we can enter into a contract.

- Downtown Buildings – progress is moving according to plan. Potentially may have a change order for a roof.
- Demolition – roughly two houses are razed per week. Currently scheduled through mid-November. Should be able to raze 100 next year.

Last month Mouser asked Taggart to devise a system to measure how other owners are moving to rehabilitate properties or sell to someone who can, i.e., comparing number of permits issued last year each month compared to this year, how many of those permits are contiguous to properties that have been condemned and we have taken down, etc.

- The owner of the old Wendy's building on Main Street also owns the Billington Honda/Chief Pontiac building. A contractor is doing some work on the Wendy's building. Taggart stated the contractor said the owner wanted to sell or rent the building.
- Martin requested a restoration estimation of buildings last month. Those were provided and anyone else that would like a copy contact Taggart.

Last month, the PBURA approved the purchase of four buildings for \$136,447.00. Taggart presented a copy of the Offer and Acceptance in the meeting for that amount. After the PBURA's approval, the owner sent a revised Offer and Acceptance with an amount of \$168,659.46.

A good faith offer was made by the PBURA and accepted by Mr. Moon. When documents were sent to him for signatures, he sent a revised Offer and Acceptance.

Mouser made a MOTION to table this deal indefinitely. Franklin seconded the motion and was APPROVED. Commissioner Dill recused himself from this item due to a conflict of interest. Commissioners Conley, Franklin and Mouser voted For.

Dill encouraged everyone to go downtown to see the progress. If you can come down at dark when the lights are on, it is impressive. It is better if you can walk it.

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