

**Pine Bluff Urban Renewal Agency**  
**Regular Monthly Meeting Minutes**  
**June 27, 2023**

The Pine Bluff Urban Renewal Agency (PBURA) held its regular monthly meeting on June 27, 2023, 5:30 p.m., at the Donald Reynolds Center.

The following commissioners were in attendance:

Jimmy Dill, Chair  
Kirby Mouser, Vice Chair  
Lynn Guynn, Secretary  
Lloyd Franklin, Sr., Treasurer, via Zoom

Commissioners absent:

Travis Martin

Others in attendance:

Chandra Griffin, Executive Director  
Leigh Cockrum, Recorder  
Eplunus Colvin  
John Fendley  
Deseray Mckinzy

Chairman Dill called the meeting to order. There was a quorum.

Commissioner Franklin made a motion to approve the May 23, 2023 Regular Board Meeting Minutes. Commissioner Guynn seconded the motion and it was approved unanimously.

Commissioner Franklin made a motion to approve the June 12, 2023 Special Called Meeting Minutes. Commissioner Guynn seconded the motion and it was approved unanimously.

Commissioner Franklin reported that salaries had not been included in the May and previous financial statements. The Finance Department could not explain why this information was missing. Until this has been corrected, Commissioner Franklin suggested waiting to approve the financials.

ED Griffin reported that the PBURA will be going before the Planning Commission at a called meeting on July 6 to request a variance for the multi-family apartment complex for 26 units versus the currently allowed 21 units. She will also be requesting the closure of a portion of Texas Street.

Plans will be submitted to Zoning so that once the Planning Commission gives their approval the Zoning Department will be ready to go.

An RFP was issued for the single family housing at 33<sup>rd</sup> and Plum. Two responses were received but have not been reviewed yet.

ED Griffin closed on the Perry property last week. Jefferson Title handled the paperwork as it has in all previous purchases of property by the PBURA. The workers were on-site Monday to begin clearing the grounds. ED Griffin will request a survey tomorrow.

The property will be used temporarily to stage equipment for the multi-family housing. Inspection and Zoning has already signed off on this request.

The PBURA has received an offer to purchase three lots off of East Harding by a long-time Pine Bluff resident. This lady wants to build her new home on these lots and has received pre-approval and is VA-eligible. The PBURA acquired the lots through a donation. She has offered \$500 for each lot.

One of the missions of the PBURA is to turn property back to the community for public use and get it on the tax rolls.

ED Griffin and Attorney Cody Kees have reviewed the PBURA Central City Urban Renewal Plan that was adopted on May 7, 2018 by the PBURA and by the Pine Bluff City Council on May 21, 2018. There are guidelines for acquisition and disposition of property in the plan but it is not specific.

The commissioners want to be sure the PBURA does not have to bid out this property and wants to establish the proper steps. Chairman Dill would like Attorney Cody Kees to review. ED Griffin will ask Attorney Kees to consult with the city attorney to be sure proper protocol is followed.

ED Griffin has explained to the proposed owner that proper procedures needed to be established but the PBURA will consider the proposal.

Commissioner Mouser made a motion to accept the contract submitted to the PBURA to purchase three lots for \$500 each as presented by ED Griffin subject to the approval of Attorney Cody Kees. Commissioner Guynn seconded the motion and it was approved unanimously.

ED Griffin presented a working document for property disposition to the commissioners to review and make recommendations for inclusion. This will be a template that can be used for other properties the PBURA has when applicants inquire about purchasing a property. The opinion from Attorney Kees in the prior case will be incorporated into this document.

ED Griffin presented the Executive Director's report:

- 6<sup>th</sup> and Main Street is moving along. The roof on the food hall building is now being abated which will take five days. After that, the demolition should be finished.
- Two bids have been received to remove the concrete at the go kart track location. ED Griffin is waiting on a third bid. Grading will then be able to take place so that Amusement Products can proceed with the building which should be complete by early fall.
- The excavator is out of commission at this time. Until the seal is delivered demos will not take place.
- Workers have been:
  - helping Code Enforcement with cleaning up a property on 28<sup>th</sup>
  - performing maintenance on equipment

- fixing the fence on go kart property
- Code Enforcement is doing a cleanup at the old nursing home on Main Street. PBURA is helping them by providing a dumping box, as well as at the mall.
- Patrick Lockett, the new Code Enforcement director has been wonderful to work with. Griffin and Lockett have been able to collaborate on various projects.
- Will be sending ADEQ a new demo list tomorrow.
- ED Griffin has been working on enhancing the city's current vendor application. She will submit it to the Finance Department for approval to use when approving new vendors. A few changes by the commissioners were suggested for incorporation into the new application. ED Griffin thanked Leigh Cockrum for her assistance.
- ED Griffin made a presentation a few months ago in Chicago about vacant properties. Griffin and other local participants at the meeting are still in contact with each other through a group known as Delta Rising. Griffin did a presentation to that group about Green Sweep that included people from several other states than Arkansas, including Georgia and Mississippi. They were very complimentary of the program and requested the documentation we provide to our residents to replicate.

Chairman Dill complimented Griffin on her work with Green Sweep and Free Dump Day, as well as the vendor form she enhanced to improve the vendor approval process.

There were no public comments.

There being no further business, the meeting was adjourned.

/s/ Leigh Cockrum  
Leigh Cockrum  
Recorder

/s/ Lynn Guynn  
Lynn Guynn  
Secretary