

Pine Bluff Urban Renewal Agency
Regular Monthly Meeting Minutes
December 19, 2023

The Pine Bluff Urban Renewal Agency (PBURA) held its regular monthly meeting on December 19, 2023, 5:30 p.m., at the Donald W. Reynolds Community Services Center.

The following commissioners were in attendance:

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

Commissioners absent:

None

Others in attendance:

Chandra Griffin, Executive Director
Leigh Cockrum
Ryan Watley, GFPB

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

The November 21, 2023 board meeting minutes were presented for approval.

Commissioner Franklin made a motion to approve the November 21, 2023 board meeting minutes as presented. Commissioner Mouser seconded. The motion passed unanimously.

Commissioner Franklin reviewed the September 2023 financial statements.

Commissioner Franklin made a motion to approve the September 2023 financial statements as presented. Commissioner Mouser seconded. The motion passed unanimously.

Commissioner Franklin reviewed the October 2023 financial statements.

Commissioner Franklin made a motion to approve the October 2023 financial statements as presented. Commissioner Mouser seconded. The motion passed unanimously.

ED Griffin reviewed the 2024 budget. Salaries for administration and operating are budgeted for nine months, the demolition team has been budgeted for January through March.

ED Griffin met with the demolition team and they are aware the demolition salaries are only budgeted through 2024 March. She encouraged them to seek other employment and look to transfer to other departments in the city. Depending on staffing between now and the end of March, demolition may stop early.

The city council has allocated funds to the urban renewal projects.

The PBURA will need to address equipment transfers to other departments in the city at a later date.

Commissioner Mouser made a motion to approve the first nine months of 2024 of operation of the Pine Bluff Urban Renewal Agency as approved by the Pine Bluff City Council. Commissioner Franklin seconded the motion and was approved unanimously.

Commissioner Mouser made a motion to end the blight eradication program effective March 31, 2024, and notify the demolition crew, and if any additional money is left in that department account, it is to go back into the URA general budget to be used to finish out the PBURA's duties and projects. Commissioner Guynn seconded the motion and was approved unanimously.

ED Griffin presented a First Amendment to Contract for Lease to Sale and Development of Real Property between the PBURA and Pines 1 Development LLC. This agreement excludes the first right of refusal for 316, 322, and 324 South Main from the original agreement.

Commissioner Franklin made a motion to approve the First Amendment to Contract for Lease to Sale and Development of Real Property as presented. Commissioner Mouser seconded the motion and was approved unanimously.

Since Community Block Development funds were used to repair the roof on 316 South Main and the building remains vacant, Economic and Community Development (ECD) has indicated they will request the \$140,000 block funds back or ask the PBURA turn that property over to them.

Assistant City Attorney Joe Childers stated that if the transfer of the three properties to ECD was approved, the city council will need to approve.

Commissioner Mouser made a motion to approve the transfer of 316, 322, and 324 South Main to Economic and Community Development subject to getting something in writing and is legally binding that forgives or exchanges the \$140,000 block funds because we have not developed the property. Commissioner Guynn seconded the motion. Commissioners Dill, Mouser, Guynn and Martin approved the motion, Commissioner Franklin opposed. The motion was approved.

ED Griffin reported that the construction at 6th and Main is going forward.

There is an electrical pole in the middle of the project that has to be moved. Entergy and Pine Bluff Cable will be involved with that process. An Entergy invoice was presented to the commissioners for review. Contingency funds could be used but Griffin recommends leaving those for further use later into the project.

Nabholz, Entergy and Pine Bluff Cable have all been in contact with each other to reduce cost of the process of relocating utilities.

Pine Bluff Cable provided a Construction Quote to ED Griffin today.

Work will be done in January. Everyone knew this would need to be done but didn't know the cost.

Commissioner Mouser made a motion to approve the Construction Quote from Pine Bluff Cable to relocate their lines underground for \$28,558.07. Commissioner Franklin seconded the motion, and it was approved unanimously.

Commissioner Franklin made a motion to approve the invoice payable to Entergy for \$121,067.24 to relocate their lines underground. Commissioner Guynn seconded the motion, and it was approved unanimously.

Prioritizing projects will be worked on and recommendations made in the next couple of months.

No Public comments were made.

There being no further business, the meeting was adjourned.

/s/ Leigh Cockrum
Leigh Cockrum
Recorder

/s/ Lynn Guynn
Lynn Guynn
Secretary