

**Little Rock Board of Directors Meeting  
June 20, 2023  
6:00 PM**

The Board of Directors of the City of Little Rock, Arkansas, met in a regular meeting with Mayor Frank Scott, Jr., presiding. City Clerk Susan Langley called the roll with the following Directors present: Miller; Richardson; Peck; Lewis; Wyrick; Kumpuris; Phillips; Adcock; Vice-Mayor Webb; and Mayor Scott. Directors absent: Hines. Director B.J. Wyrick delivered the invocation followed by the Pledge of Allegiance.

Mayor Scott recognized members of Boy Scout Troop 12 of Pulaski Heights United Methodist Church that were present in the audience working on their requirements for the Communications Merit Badge.

**ADDITIONS:**

**M-1 RESOLUTION:** To authorize the City Manager to enter into a contract with Safety National Casualty Corporation, for Excess Workers' Compensation Coverage for one (1)-year effective July 1, 2023; and for other purposes. *Staff recommends approval.*

**Synopsis:** A resolution to authorize the City Manager to enter into a contract with Safety National Casualty Corporation to provide Excess Worker's Compensation Insurance for the term of July 1, 2023, to July 1, 2024.

**M-2 RESOLUTION:** To authorize the City Manager to enter into a contract with Travelers Insurance Company, in the amount of \$1,607,314.00, for Property and Casualty Insurance for City Buildings and Structures; and for other purposes. *Staff recommends approval.*

**Synopsis:** A resolution to authorize the City Manager to enter into a contract with Travelers Insurance Company to provide Property Insurance for City Facilities for the term of July 1, 2023, to June 30, 2024.

City Manager Bruce Moore stated that prior to the Board Meeting, updated numbers had been received regarding Item M-1 that would save the City money. Human Resources Benefit & Risk Manager Jenny Bradford stated that statutorily the City was required to carry a deductible of at least \$750,000.00 for the Workers' Compensation Insurance Program. Ms. Bradford stated that the City was given the option to lower the deductible to \$500,000.00 for an additional \$88,000.00. Ms. Bradford stated that in the last year alone, one of the City Departments accumulated over \$1,000,000.00 in Workers' Compensation Claims, and by lowering the deductible it would save the City approximately \$160,000.00.

Director Adcock made the motion, seconded by Director Peck, to add Item M-1 as amended and Item M-2 to the Consent Agenda. By unanimous voice vote of the Board Members present, **Item M-1 as amended and Item M-2 were added to the Consent Agenda.**

**CONSENT AGENDA (Items 1 – 13 and Items M-1 & M-2)**

**1. RESOLUTION NO. 16,022:** To authorize the City Manager to enter into a contract with R. Valadez Construction, Inc., in an amount not to exceed \$58,098.00, for the G Street at Monroe Street Drainage Improvement Project; and for other purposes. *(Funding from the American Rescue Plan Act) Staff recommends approval.*

**Synopsis:** A resolution to authorize the City Manager to enter into a contract with R. Valadez Construction, Inc., for the G Street at Monroe Street Drainage Improvement Project. (Located in Ward 3)

**2. RESOLUTION NO. 16,023:** To approve the amended Land Bank Policies and Procedures, Goals and Mission Statement as Guidelines for the acquisition and disposal of properties; to include the Policies and Procedures, Goals and Mission Statement in the Land Bank Commission By-Laws; and for other purposes. *(Land Bank Commission: 6 ayes; 0 nays; 2 absent; 1 abstention; and 2 open positions) Staff recommends approval.*

**Synopsis:** A resolution to revise the Land Bank's Priorities and Policies for Property Acquisition and Disposition.

**3. RESOLUTION NO. 16,024:** To authorize the City Manager to execute a lease agreement with Ben Nelson Golf and Utility Vehicles, LLC, in an annual amount of \$898,022.40, for the Golf Cart Leases for various types of carts, both electric and gas, for use at First Tee and Rebsamen Golf Courses; and for other purposes. *Staff recommends approval.*

**Synopsis:** A resolution authorizing the City Manager to enter contract with Ben Nelson Golf and Utility Vehicles, LLC, for the Golf Cart Leases for various types of carts, both electric and gas, for use at First Tee and Rebsamen Golf Courses.

**4. RESOLUTION NO. 16,025:** To authorize the City Manager to enter into a contract with Vine and Village, in an amount not to exceed \$180,000.00, to provide Homeless Outreach Services within the City of Little Rock, Arkansas; and for other purposes. *Staff recommends approval.*

**Synopsis:** A resolution to authorize the City Manager to enter into a contract with Vine and Village to provide Homeless Outreach Services within the City of Little Rock, Arkansas.

**5. RESOLUTION NO. 16,026:** To authorize the City Manager to enter into a contract with J.A. Riggs, in an amount not to exceed \$189,250.27, plus applicable taxes and fees, for the purchase of one (1) Caterpillar Model 313GC 9TB Excavator with a thirty-six (36)-inch Bucket & Hydraulic Thumb for the Parks & Recreation Department; and for other purposes. *Staff recommends approval.*

**Synopsis:** A resolution to authorize the City Manager to enter into a contract with J. A. Riggs for the purchase of one (1) Caterpillar Model 313GC 9TB Excavator with thirty-six (36)-inch Bucket & Hydraulic Thumb for the Parks & Recreation Department.

**6. RESOLUTION NO. 16,027:** To authorize the City Manager to enter into a contract with J.A. Riggs, in an amount not to exceed \$119,990.00, plus applicable taxes and fees, for the purchase of one (1) Caterpillar Model 299DXE DM2 Skid Steer for the Parks & Recreation Department; and for other purposes. *Staff recommends approval.*

**Synopsis:** A resolution to authorize the City Manager to enter into a contract with J. A. Riggs for the purchase of one (1) Caterpillar Model 299DXE DM2 Skid Steer for the Parks & Recreation Department.

**7. RESOLUTION NO. 16,028:** To authorize the City Manager to enter into a contract with Deere & Company, in an amount not to exceed \$91,332.84, plus applicable taxes and fees, for the purchase of one (1) John Deere Model 5090E Cab Tractor with Bucket

& Flex Wing Bushhog for the Parks & Recreation Department; and for other purposes. *Staff recommends approval.*

**Synopsis:** A resolution to authorize the City Manager to enter into a contract with Deere & Company for the purchase of one (1) John Deere Model 5090E Cab Tractor with Bucket & Flex Wing Bushhog for the Parks & Recreation Department.

**8. RESOLUTION NO. 16,029:** To authorize the City Manager to enter into a contract with Jerry Pate Turf & Irrigation, in an amount not to exceed \$102,783.91, plus applicable taxes and fees, for the purchase of one (1) Toro Greensmaster Triflex 3400 for the Parks & Recreation Department; and for other purposes. *Staff recommends approval.*

**Synopsis:** A resolution to authorize the City Manager to enter into a contract with Jerry Pate Turf & Irrigation for the purchase of one (1) Toro Greensmaster Triflex 3400 for the Parks & Recreation Department.

**9. RESOLUTION NO. 16,030:** To authorize the City Manager to enter into a contract with Jerry Pate Turf & Irrigation, in an amount not to exceed \$147,053.50, plus applicable taxes and fees, for the purchase of one (1) Toro Greensmaster 4700 for the Parks & Recreation Department; and for other purposes. *Staff recommends approval.*

**Synopsis:** A resolution to authorize the City Manager to enter into a contract with Jerry Pate Turf & Irrigation for the purchase of one (1) Toro Greensmaster 4700 for the Parks & Recreation Department.

**10. RESOLUTION NO. 16,031:** To authorize the City Manager to enter into a contract with Doggett Freightliner of Arkansas, in an amount not to exceed \$159,390.00, plus applicable taxes and fees, for the purchase of one (1) Freightliner CA126DC (Cascadia PRL-27K) Tractor Truck with Lowboy Trailer for Public Works Department Street Operations Division; and for other purposes. *Staff recommends approval.*

**Synopsis:** A resolution to authorize the City Manager to enter into a contract with Doggett Freightliner of Arkansas, for the purchase of one (1) Freightliner CA126DC (Cascadia PRL-27K) Tractor Truck with Lowboy Trailer for Public Works Department Street Operations Division.

**11. RESOLUTION NO. 16,032:** To authorize the City Manager to enter into a contract with Smart Auto Group, in an amount not to exceed \$171,080.00, plus applicable taxes and fees, for the purchase of eight (8) 2023 Chevrolet Malibu for the Little Rock Fire and Housing & Neighborhood Departments; and for other purposes. *Staff recommends approval.*

**Synopsis:** A resolution to authorize the City Manager to enter into a contract with Smart Auto Group for the purchase of eight (8) 2023 Chevrolet Malibu for the Little Rock Fire and Housing & Neighborhood Departments.

**12. RESOLUTION NO. 16,033:** To authorize the City Manager to enter into a contract with Sasaki Associates, Inc., in an amount not to exceed \$745,000.00, for Consulting Services and the preparation of the Downtown Little Rock Master Plan; and for other purposes. *(Funding from the American Rescue Plan Act) Staff recommends approval.*

**Synopsis:** A resolution to authorize the City Manager to enter a contract with Sasaki Associates, Inc., for Consulting Services and preparation of the Downtown Little Rock Master Plan.

**13. RESOLUTION NO. 16,034; G-23-488:** To set July 11, 2023, as the date of hearing on the request to abandon the east fifteen (15) feet of the Polk Street Right-of-Way, located adjacent to Lot 7, Block 20, Newton's Addition in the City of Little Rock, Arkansas; and for other purposes. *Staff recommends approval.*

**M-1 RESOLUTION NO. 16,035:** To authorize the City Manager to enter into a contract with Safety National Casualty Corporation, for Excess Workers' Compensation

Coverage for one (1)-year effective July 1, 2023; and for other purposes. *Staff recommends approval.*

**Synopsis:** A resolution to authorize the City Manager to enter into a contract with Safety National Casualty Corporation to provide Excess Worker's Compensation Insurance for the term of July 1, 2023, to July 1, 2024.

**M-2 RESOLUTION NO. 16,036:** To authorize the City Manager to enter into a contract with Travelers Insurance Company, in the amount of \$1,607,314.00, for Property and Casualty Insurance for City Buildings and Structures; and for other purposes. *Staff recommends approval.*

**Synopsis:** A resolution to authorize the City Manager to enter into a contract with Travelers Insurance Company to provide Property Insurance for City Facilities for the term of July 1, 2023, to June 30, 2024.

Director Adcock made the motion, seconded by Director Richardson, to approve the Consent Agenda as amended. By unanimous voice vote of the Board Members present, **the Consent Agenda was approved as amended.**

#### **GROUPED ITEMS (Items 14 - 21)**

**14. ORDINANCE NO. 22,266; Z-3748-A:** To approve a Planned Zoning Development and to establish a Planned Commercial Development, titled Parham Place Revised PCD, located at 300 South Rodney Parham Road, Little Rock, Arkansas, amending the Official Zoning Map of the City of Little Rock, Arkansas; and for other purposes. *(Planning Commission: 6 ayes; 0 nays; 4 absent; and 1 open position) Staff recommends approval.*  
**Synopsis:** The applicant is requesting that the three (3)-acre property, located at 300 South Rodney Parham Road, be rezoned from PCD, Planned Commercial Development, to Revised PCD, to allow C-3, General Commercial District, permitted uses for an existing commercial development. (Located in Ward 6)

**15. ORDINANCE NO. 22,267; Z-4213-K:** To approve a Planned Zoning Development and to establish a Revised Planned Office Development, titled Brandon House Event Center Revised POD, located at 12120 Colonel Glenn Road, Little Rock, Arkansas, amending the Official Zoning Map of the City of Little Rock, Arkansas; and for other purposes. *(Planning Commission: 6 ayes; 0 nays; 4 absent; and 1 open position) Staff recommends approval.*  
**Synopsis:** The applicant is requesting that the 10.36-acre property, located at 12120 Colonel Glenn Road, be rezoned from POD, Planned Office District, to Revised POD to allow for the addition of an event center use. (Located in Ward 6)

**16. ORDINANCE NO. 22,268; Z-5502-K:** To approve a Planned Zoning Development and to establish a Planned Development – Commercial titled West Kanis Storage 2 PD-C, located west of 17301 Kanis Road, Little Rock, Arkansas, amending the Official Zoning Map of the City of Little Rock, Arkansas; and for other purposes. *(Planning Commission: 6 ayes; 0 nays; 4 absent; and 1 open position) Staff recommends approval.*  
**Synopsis:** The applicant is requesting that the 8.28-acre property, located west of 17301 Kanis Road, be rezoned from R-2, Single-Family District, to PD-C, Planned District – Commercial, to allow for a mini-warehouse development. (Located within the Extraterritorial Jurisdiction)

**17. ORDINANCE NO. 22,269; Z-9074-A:** To approve a Planned Zoning Development and to establish a Planned Development – Office titled Life Skills for Youth PD-O, located on the north side of Baseline Road, approximately 200 feet west of Stagecoach Road, Little Rock, Arkansas, amending the Official Zoning Map of the City of Little Rock,

Arkansas; and for other purposes. (*Planning Commission: 6 ayes; 0 nays; 4 absent; and 1 open position*) *Staff recommends approval.*

**Synopsis:** The applicant is requesting that the 6.82-acre property, located west of on the north side of Baseline Road, approximately 200 west of Stagecoach Road, be rezoned from PCD, Planned Commercial Development, to PD-O, Planned Development – Office, to allow a new school use. (Located in Ward 7)

**18. ORDINANCE NO. 22,270; Z-9775:** To reclassify property located in the City of Little Rock, Arkansas, amending the Official Zoning Map of the City of Little Rock, Arkansas; and for other purposes. (*Planning Commission: 6 ayes; 0 nays; 4 absent; and 1 open position*) *Staff recommends approval.*

**Synopsis:** The owner of the 0.156-acre property located at 3512 East 39<sup>th</sup> Street is requesting that the property be reclassified from R-3, Single-Family District, to R-7A, Manufactured Home District. (Located within the Extraterritorial Jurisdiction) (Located in Ward 7)

**19. ORDINANCE NO. 22,271; Z-9778:** To approve a Planned Zoning Development and to establish a Planned Development – Commercial titled Caliber Collision Auto Body Shop PD-C, located at 10302 Colonel Glenn Road, Little Rock, Arkansas, amending the Official Zoning Map of the City of Little Rock, Arkansas; and for other purposes. (*Planning Commission: 6 ayes; 0 nays; 4 absent; and 1 open position*) *Staff recommends approval.*

**Synopsis:** The applicant is requesting that the 4.95acre property, located at 10302 Colonel Glenn Road, be rezoned from R-2, Single-Family District, to PD-C, Planned Development – Commercial, to allow for auto body shop facility. (Located in Ward 6)

**20. ORDINANCE NO. 22,272:** To amend Little Rock, Ark., Rev. Code § 2-330.41 (1988), to increase the timeframe for completion of the Development Site Plan; and for other purposes. *Staff recommends approval.*

**Synopsis:** The Land Bank Commission recommends the timeframe for the completion of a Development Site Plan to increase the time frame based upon input from Developers regarding delays in building supplies, COVID-related issues, etc., in an effort to ensure that properties conveyed by the Land Bank are developed in a reasonable period of time, thus ensuring quality work.

**21. ORDINANCE NO. 22,273:** To condemn certain structures in the City of Little Rock, Arkansas, as structural, fire and health hazards; to provide for summary abatement procedures; to direct City Staff to take such action as is necessary to raze and remove said structures; **to declare an emergency;** and for other purposes. *Staff recommends approval.*

**Synopsis:** Two (2) residential structures are in a severely dilapidated, deteriorated and/or burned condition causing a negative environmental impact on the residential neighborhoods in which they are located. All Notices have been mailed in accordance with Arkansas State Law.

The ordinances were read the first time. Director Adcock made the motion, seconded by Director Richardson, to suspend the rules and place the ordinances on second reading. By unanimous voice vote of the Board Members present, the rules were suspended and the ordinances were read a second time. Director Adcock made the motion, seconded by Director Richardson, to suspend the rules and place the ordinances on third reading. By unanimous voice vote of the Board Members present, the rules were suspended and the ordinances were read a third time. By unanimous voice vote of the Board Members present, **the ordinances were approved.** By unanimous voice vote of the Board Members present, **the emergency clause for Item 21 was approved.**

## SEPARATE ITEMS (Item 22)

**22. ORDINANCE NO. 22,274:** To amend the Code of Ordinances of the City of Little Rock, Arkansas, to provide for the modifications of various procedures and definitions; and for other *purposes. (Deferred from September 6, 2022)(Deferred from September 20, 2022)(Deferred from October 18, 2022)(Deferred from November 15, 2022)(Deferred from January 17, 2023)(Deferred from February 21, 2023)(Deferred from February 21, 2023)(Deferred from March 7, 2023)(Deferred from April 11, 2023) (Deferred from May 16, 2023) (Planning Commission: 10 ayes; 0 nays; and 1 open position) Staff recommends approval.*

**Synopsis:** To approve an ordinance regulating Short-Term Rentals within the zoning area of the City of Little Rock, Arkansas.

The ordinance was read the first time. Director Adcock made the motion, seconded by Director Richardson, to suspend the rules and place the ordinance on second reading. By unanimous voice vote of the Board Members present, the rules were suspended and the ordinance was read a second time. Director Adcock made the motion, seconded by Director Richardson, to suspend the rules and place the ordinance on third reading. By unanimous voice vote of the Board Members present, the rules were suspended and the ordinance was read a third time.

Mayor Scott stated that the cards received were equal in number for those individuals that wanted to speak for and against; therefore, he would set the time limit for each side of no more than twenty (20) minutes.

Planning & Development Director Jamie Collins stated that when the Planning Commission originally looked at the issue, there were essentially two (2) different types of Short-Term Rentals (STR): STR-1, which was owner-occupied rental; and STR-2, which was non-owner-occupied rental. Mr. Collins stated that the approval process for the STR-1 would be a Conditional Use Permit or Special Use Permit (SUP), one that would tie the Short-Term Rental to the property; therefore, if the property changed owners, the SUP would cease. Mr. Collins stated that an STR-2 would be a Planned Development process, which was currently referred to as a Bed and Breakfast. Mr. Collins stated that the ordinance would increase allowable guest rooms from five (5) to nine (9), and modified the definition of Hotel to start a more than nine (9) rooms. In addition, the ordinance modified the fee structure to be the same for owner and non-owner occupied, and was based on the number of guest rooms (\$100.00 per guest room), with a maximum fee limit of \$500.00. Mr. Collins stated that the ordinance would strengthen incentives for the preservation and restoration of historic structures in Historic Districts and would provide incentives for the rehabilitation of structures on the Unsafe/Vacant Lists through Annual Inspection Fee waivers.

Wesley Petrus: Stated that he had several Short-Term Rentals in both Little Rock and North Little Rock and was for regulations; however, he was against excessive regulation. Mr. Petrus stated that he took care of his property and was reliant on positive ratings from AIRBNB, as well as VRBO, to ensure that his units were full.

Annette Shead: Stated that she owned several properties and did not want them destroyed; therefore, she took great care in the appearance. Ms. Shead stated that she did not want the owners of the properties to be penalized.

Jimmi Walker: Stated that he was for the recommendations and his concern was the affect that AIRBNBs were having on the communities.

Tiffany Miller: Stated that she had several AIRBNB properties and had been a host for over a year. Ms. Miller stated that her goal was to keep the neighborhoods safe and if

there were issues, she would call the Police for enforcement. Ms. Miller stated that she did not feel that there should be a cap on the number of ARBNB properties within Little Rock.

Yelona Petroukhina: Stated that she operated an AIRBNB and that she agreed that the regulations were necessary; however, she felt that the proposed rules were not clear and needed additional work.

Pam Powell: Stated that she was the President of the University Park Neighborhood Association and they were not against Short-Term Rentals; however, they were against absentee landlords who should not be allowed in areas zoned residential unless the neighborhood had agreed that it would be okay.

Paul Crawford: Stated that he lived in the Hillcrest Neighborhood and there were many Short-Term Rentals in the area. Mr. Crawford stated that he would like to see the Short-Term Rentals be classified as PDR, Planned Development – Residential, to ensure that the properties would remain residential in the future.

Charlotte Crawford: Stated that she was not opposed to Short-Term Rentals; however, her concern was the density concentration of those rentals within a smaller geographical area. Ms. Crawford stated that she hoped that issue was dealt with prior to the final ordinance.

Bobby Matthews: Stated that he needed more certainty and that he felt that the drafted ordinance could unintentionally harm underserved neighborhoods.

Mia Foreman: Stated that she was an AIRBNB Superhost and that she had used her mother's former home as a Short-Term Rental to assist with medical bills for her mother. Ms. Foreman stated that she had cameras on her property and was onsite every week to ensure that the property was in pristine condition.

Angela Matthews: Stated that she lived in the Central High Neighborhood and enjoyed rehabilitating structures within the neighborhood. Ms. Matthews stated that in order to rehabilitate the structures, she and her husband relied on the income from their Short-Term Rentals. Ms. Matthews stated that she was not opposed to regulations; however, she was not supportive of the current ordinance.

Director Phillips asked what would happen if the owner of a STR-2 sold the property and it was zoned PZD, Planned Zoning Development. Mr. Collins stated that the SUP, Special Use Permit, as well as the Planned Developments, would be tied to the property owner, not the property. Director Wyrick asked if there were a neighborhood that had a Property Owner's Association or a Bill of Assurance, would a Short-Term Rental Application be denied. Mr. Collins stated that the Planning Commission would still consider the application. Director Lewis thanked Planning Staff for the work that they had done on the drafting of the ordinance; however, she did not think the owners of the Short-Term Rental should be penalized when they called the Police themselves.

Director Richardson made the motion, seconded by Director Kumpuris, to call the question on the vote. By unanimous voice vote of the Board Members present, **the question to call the vote was approved.**

By voice vote of the Board Members present, with Directors Phillips and Wyrick voting in opposition, **the ordinance was approved.**

**PUBLIC HEARINGS (Items 23 - 24)**

**23. ORDINANCE NO. 22,275:** To amend Little Rock, Ark., Ordinance No. 19,531 (May 2, 2006), to annex Lots 57A, 57B and 57C, Block 2 of Taylor Park Subdivision, Phase III, an addition to the City of Little Rock Multipurpose Property Owners' Improvement District No. 27; and for other purposes.

Mayor Scott opened the public hearing.

The ordinance was read the first time. Director Adcock made the motion, seconded by Director Richardson, to suspend the rules and place the ordinance on second reading. By unanimous voice vote of the Board Members present, the rules were suspended and the ordinance was read a second time. Director Adcock made the motion, seconded by Director Richardson, to suspend the rules and place the ordinance on third reading. By unanimous voice vote of the Board Members present, the rules were suspended and the ordinance was read a third time.

Mayor Scott asked if there were individuals present that wished to speak for or against the item. There being none present, Mayor Scott closed the public hearing.

By unanimous voice vote of the Board Members present, **the ordinance was approved.**

**24. ORDINANCE:** To establish and lay off City of Little Rock Property Owners' Multipurpose Improvement District No. 2023-003 of Little Rock Arkansas (Carter Lane Improvement District); **to declare an emergency**; and for other purposes.

City Manager Bruce Moore stated that he had been on a site visit to the proposed District and felt that the Subdivision Ordinance that was approved should be referred back to the Planning Commission for further review. City Manager Moore stated that he felt that the property owner had committed to some things that had not happened to-date.

Director Adcock made the motion, seconded by Director Kumpuris, to send the Subdivision back to the Planning Commission. By unanimous voice vote of the Board Members present, **the motion was approved.**

**CITIZEN COMMUNICATION**

Luke Skrable: Thank You Sara Lenehan.

Shayla Hooks: Procurement & Bids.

Director Richardson made the motion, seconded by Director Lewis, to adjourn the meeting. By unanimous voice vote of the Board Members present, **the meeting was adjourned.**

Little Rock Board of Directors Meeting  
June 20, 2023  
6:00 PM

**ATTEST:**

**APPROVED:**

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**Susan Langley, City Clerk**

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**Frank Scott, Jr., Mayor**