



**Banks Economic Development Commission
May 6th, 2020
MEETING MINUTES**

CALL TO ORDER Economic Development Commission Chair Will Moore called the meeting to order at 6:34 PM.

ROLL CALL

Present were: Margaret Holland, Marsha Kirk, Rich Weitzel, Kim Post, Clint Jackson, and Will Moore.

Absent: Mayor Pete Edison, Katie Erickson, Carolyn McCormick Rodney Jacobs, Mark Ward, and Jeff Leo.

Staff present: City Manager Jolynn Becker and City Planner Lauren Scott.

APPROVAL OF MINUTES:

1. Approval of March 4th, 2020 minutes.

Rich Weitzel noted the following correction:

- Page 2, Round Table, Paragraph 2, Sentence 2 – “Chair Moore and ~~Rich Weitzel~~ **Clint Jackson** volunteered.”

Rich Weitzel made a motion to approve the minutes from the March 4, 2020 meeting as corrected. Clint Jackson seconded, and the motion passed unanimously.

PRESENTATIONS

BUSINESS AGENDA

2. **Banks Entrance Sign Status Update:** City Manager Jolynn Becker announced that the Visitors Association had denied the City’s grant application due to the current health crisis and unknown future impacts. However, the Association would be reviewing all grant programs for 2021 and 2022 and would inform the City on their next grant cycle. She was trying to find City funds to allocate to the entrance sign and the Portland General Electric (PGE) portion of the project.

Clint Jackson added that he was also trying to trim down the sign’s costs. He and Greg Henes were considering donating to the project, and he would let the Commission know at the next meeting how much money they could contribute.

Ms. Becker explained that it would cost about \$7,000 to string electrical wire across the road to the meter. A new line had to be installed because power could not be run from Oregon Department of Transportation’s (ODOT) power supply once their sign was moved.

3. **Banks Façade Improvement Program Status Update:** City Manager Jolynn Becker said the new schedule had been mailed out. The program was originally scheduled to start June 1, 2020. However, it might be beneficial to start the program right away since some business received extra money and were already doing some improvements. Commissioners briefly discussed the Paycheck Protection Program (PPP) loans, which could be spent on payroll expenses. This would allow businesses to hire people to do building improvement work. However, some businesses might not be ready to apply and the application process could turn into a race among businesses to see who could get all three bids done rather than the Commission actually selecting the projects they want to support. Additionally, the application could be open for a reimbursement for past projects rather than pre-project funding.

The Commission discussed the pros and cons of starting the program immediately. Originally, the applications were to be accepted starting April 3rd. However, Commissioners had not done outreach to individual businesses because they believed the entire project was on hold. Funds would be available until June 30, 2021 and any unused funds would roll into the next year. The new schedule would allow the City to award grant funding by the middle of August. While most projects are done during the summer months, some business that had projects planned might now wait until they figure out the impacts of COVID19 will be before they decide to apply for a grant. Alternatively, there might be businesses ready to apply now as well. Some businesses were in a better position to complete projects while they were closed. The only way for the City to know how much interest there was in the grant was to invite businesses to apply.

Clint Jackson moved to accept applications for the Façade Improvement Program grant from June 1st through August 1st and adjust the rest of the program timeline accordingly. Kim Post seconded, and the motion passed unanimously.

Commissioners discussed the possibility of granting funds to reimburse projects that had already begun or were already complete. Staff confirmed that the guidelines could remain the same and a separate application could be used for reimbursement grants. By the end of next week, Staff would have the cover letter updated with the new dates and information about the reimbursement grant. Staff suggested reimbursements be considered for projects completed between March 1st and July 31st. Clint Jackson suggested extending it to the award date, September 5th.

Kim Post moved to add an addendum to the application of the Banks Façade Improvement Program so that work performed between March 1, 2020 and September 5, 2020 could be applied for reimbursement. Rich Weitzel seconded, and the motion passed unanimously.

Rich Weitzel confirmed that he would get contact information for the new owner of the tanning salon and reach out to them about the grant.

ROUND TABLE:

Rich Weitzel: Thanked the City for sending out notices about the grant.

ADJOURNMENT: The meeting adjourned at 7:11 pm. Next Regular Meeting will be held on Wednesday, June 3rd, 2020 at 6:30 pm.

Submitted by:



Angie Lanter – City Recorder