



**Banks Economic Development Commission  
June 2, 2021  
MEETING MINUTES**

**CALL TO ORDER** Economic Development Commission Chair Will Moore called the meeting to order at 6:30 PM.

**ROLL CALL**

Present were: Rich Weitzel, Will Moore, Kim Post, Peter Edison, Clint Jackson, and Doug Ableman.

Absent: Marsha Kirk, Margaret Holland, and Trevor Beard.

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

**APPROVAL OF MINUTES:**

1. Approval of May 5, 2021 minutes.  
Kim Post made a motion to approve the minutes from the May 5, 2021 meeting as presented. Clint Jackson seconded, and the motion passed unanimously.

**PRESENTATIONS - None**

**BUSINESS AGENDA**

2. **Broadband Discussion – Jeremy Pollard w/Global Data Link:** Jolynn Becker explained that Global Data Link was doing a project with the Banks Fire District trying to install fiber optics between the fire stations in Banks and Manning.

Jeremy Pollard, Global Data Link, said his company was an internet service provider and also the City's IT service provider. The fiber optic line would run from Banks Fire Station 13 to the Buxton Fire Station 14. They were also considering fiber optics from Hillsboro to Banks for the fire district, and possibly for the Banks area as well. He provided details about the work done to date on the fiber installation, noting some setbacks with State permits due to the pandemic. He answered questions from Commissioners about the types of service providers, the State permit process, right-of-way regulations, how fiber optics works, how Comcast provides internet, and the installation process on their new line between Banks and Manning. He noted that eventually, fiber optics would come to Banks, but no date had been set for that project yet. Some cities offer to pay some of the costs in exchange for a franchise fee, but Banks does not have to be involved in the process of bringing fiber to residents. He advised on service levels that would be appropriate for Banks residents and businesses, and explained that it would be easy to scale up when necessary. As soon as fiber is installed at the Banks Fire Station, his company plans to start working on the line from Hillsboro. The timeframe was not in their control, but he anticipated the project would be complete in six months if everything went well.

Ms. Becker and Mr. Pollard explained how the City and Global Data Link would work together to get fiber optics in Banks, get the desired bandwidth, and determine the project costs and a timeline. Mr. Pollard explained the costs involved in bringing fiber to homes and business, noting who would pay for each expense. He and Ms. Becker shared benefits that fiber would provide to the city. They also answered questions about other service providers that could provide fiber to Banks.

3. **Business Outreach Update:** Ms. Becker said she emailed a list of businesses on Main Street. She had only received five of the questionnaires back from those businesses but needed the rest turned in by June 28<sup>th</sup>. She would resend the email with the new deadline. Clint Jackson suggested Staff send the

questionnaire to all of the businesses on the City's email blast list. Then, Commissioners could follow up. He and Ms. Post explained they had received pushback from businesses, so a communication directly from the City would appear more legitimate to the recipients. Ms. Becker confirmed she would email the businesses and post about the questionnaire on Facebook.

4. **Community Center/Plaza Update:** Chair Moore said the Commission had agreed to request proposals for a review of the Vision 2037 Plan and the sites identified for the plaza. He provided details of a conversation he had with Matt Craigie who had said the plan seemed sound and that typically, the City's next step would be to develop a financial plan. A real estate and economic assessment should be done on the potential sites, which would cost about \$15,000. And then, a logistical assessment should be done on those sites. The plan review and assessments would cost about \$35,000 altogether. He listed several companies that do those types of assessments. Ms. Becker noted the Commissioners had been provided with a link to the investment plan used by Madras to implement a similar project.

Commissioners discussed both of the potential sites. The Sunset Park site is partially contaminated with lead and the site on Main Street is a brownfield. Capping and/or cleanup would be necessary on either site, which is expensive. The owner of the site on Main Street has stated he would not sell the property but would offer a long-term lease. Since the property is not for sale, it might not be worth the money to have it evaluated as a potential site. However, the location of the site is ideal for a plaza.

Peter Edison suggested the study and assessments be done by a company that has worked with the City before because that might result in some cost savings. Ms. Becker said she would call Leland and ask for a verbal quote. Chair Moore advised Ms. Becker to ask Matt Craigie what questions she should be asking when she speaks to Leland to make sure the quote is accurate. Commissioners discussed whether the plan review should include identifying other potential sites for a plaza. A lot of work had already been done to identify the site on Main Street and adding to the scope of work would add to the costs. However, there might be a site that works better with traffic flow and could have a bigger economic impact. Ultimately, the Commissioners agreed that the scope of work should be developed prior to requesting quotes. Feedback should be requested of consultants and other cities who completed similar projects about what should be included in the scope of work. Chair Moore offered to work with Ms. Becker to write a draft scope of work to present to the Commission.

Clint Jackson asked how much money from the permitting process goes into a fund that can go towards this plan review. Ms. Becker explained that all of the capital projects listed for the Urban Renewal Agency would bring in about \$30 million. She believed that between \$4 million and \$7 million could be allocated to the plaza project. Ms. Becker displayed the details of the plaza project that were contained in the Urban Renewal Agency list of projects. At the next meeting, she would provide Commissioners with a map of the Urban Renewal District boundaries and the list of capital projects.

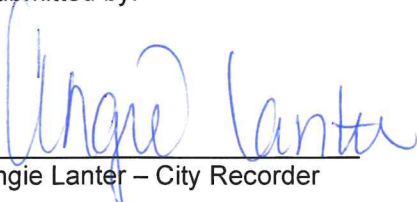
#### **ROUND TABLE:**

Ms. Becker updated the Commission on the shared parking agreement with Five Star. The agreement has been signed and the City was working on signage. She would also start talking to a few other businesses in town to see if they would be willing to sign a shared parking agreement as well.

Clint Jackson reported that work on the entryway sign had begun. The sign would be installed and have power within the next couple of weeks. Then, the City could do landscaping.

**ADJOURNMENT:** The meeting adjourned at 8:14 pm. Next Regular Meeting will be held on Wednesday, July 7, 2021 at 6:30 pm.

Submitted by:

  
Angie Lanter – City Recorder