



**Urban Renewal Agency Meeting
September 14, 2021
MEETING MINUTES**

CALL TO ORDER: Stephanie Jones called to order the Meeting of the Urban Renewal Agency at 8:09 pm.

ROLL CALL:

Present: Stephanie Jones, Marsha Kirk, Pete Edison, Jeff Thompson, Erica Harold-Heine, Mike Rainey, and Mark Gregg

Absent: None

Staff present: City Manager Jolynn Becker, City Recorder/Assistant City Manager Angie Lanter, Attorney David Doughman (sitting in for City Attorney Dan Kearns).

APPEARANCE OF INTERESTED CITIZENS: There were none.

CONSENT AGENDA:

1. Urban Renewal Agency Meeting Minutes – June 8, 2021.

Member Harold-Heine moved to approve the Consent Agenda as presented. Member Kirk seconded the motion. MOTION CARRIED 6-0 Ayes: Kirk, Edison, Thompson, Gregg, Harold-Heine and Rainey; Nays: None

PUBLIC HEARING: None

BUSINESS AGENDA:

2. Discussion/Review of the proposal for a Community Center/Plaza.

City Manager Jolynn Becker gave background on project given to the Banks Economic Development Commission for researching the need for, and possible location of a Community Center/Plaza. A proposal for the services to conduct the research had been received and has been distributed to the members of the Economic Development Commission for their review and discussion at the October 6th, 2021, Economic Development Commission meeting. City Manager Becker wanted to give the members of the Urban Renewal Agency an opportunity to also review the proposal, since if the Economic Development Commission decides to move forward, this item will come back to the Urban Renewal Agency for the approval of the expenditure of funds. She asked that comments be directed to her, and she will share with the Economic Development Commission at the October Meeting.

Chair Jones asked if action needed to be taken this evening by the Urban Renewal Agency. City Manager Becker clarified that no action was needed at this time, it was informational only.

Member Edison asked if there was money already set aside in the Urban Renewal Agency budget for this work. City Manager Becker stated that there are funds for projects in the Urban Renewal Agency budget, and this work would fall under that line item in the budget.

Member Kirk questioned why Five Star Builders was named in the proposal. She raised the concern that this would be a conflict of interest, as one of the owners of Five Star Builders, Clint Jackson, is a member of the Banks Economic Development Commission. City Manager Becker clarified that she included the complete proposal, however the portion being discussed was only proposal was only for phase one. Attorney Doughman recommended that it be mentioned during the Economic Development Commission meeting, but he did not view it as a conflict of interest, as Five Star Builders would be a sub-contractor of the consultant that would be doing the research project. Member Kirk asked if there was someone else that could do the work. City Manager Becker reiterated that Five Star Builders is a sub-contractor of the consultant. Our contract would be with the consultant, not the sub-contractor. Member Kirk stated she would like to go with a different contractor. Attorney Doughman stated that while it would appear cleaner, he did not feel it was necessary. City Manager Becker further clarified that phase one would be work done by the consultant. Phase two is where the consultant would be bringing in sub-contractors. Member Kirk stated that perhaps we needed to ask the LOC (League of Oregon Cities), and that we see that name (Five Star Builders) around here too much.

Member Rainey stated that seeing the Five Star Builder name isn't necessarily a bad thing, as they are a local business, and it is nice to support local businesses. Member Kirk stated that if he wasn't on city government, it would not be an issue. City Manager Becker stated again that phase one would be work done by the consultant, and that phase two is where the consultant would be bringing in sub-contractors.

Chair Jones stated that she would like to have this mentioned at the Economic Development Commission meeting, so that the Economic Development Commission is aware of the situation.

Member Gregg asked if money was being directly exchanged between the City of Banks and Five Star Builders, as if so, that would be the direct conflict of interest. City Manager Becker stated that the contract for this work was between the City of Banks and Leland Consulting. The city is not involved with who Leland Consulting chooses to use as their sub-contractors. Member Gregg was concerned that one of the few contractors in town that has an interest in serving on the Economic Development Commission, would not be allowed to work on projects. City Manager Becker restated that this was for information only, and when and if the project gets to phase two, due to the amount, the project would go out to bid.

City Manager Becker said that if the Economic Development Commission wants to move forward with this project, and it is approved by the Urban Renewal Agency, she will ask Leland Consulting to send a new proposal for phase one only. After the phase one work is done, if it is decided that phase two should begin, she will ask for a separate proposal for phase two.

Member Edison said he felt that the City Manager made the right move, in focusing only on phase one at this time.

City Manager Becker asked if there are any comments, to please send them to her by September 30th, 2021, so that she can share the comments with the Economic Development Commission at their October 6th, 2021 meeting.

ROUND TABLE DISCUSSION: No items for round table discussion.

ADJOURN The meeting adjourned at 8:25 pm.

Submitted by:



Angie Lanter
City Recorder/Assistant City Manager