

COLLABORATIVE ECONOMIC DEVELOPMENT COMMITTEE
Meeting Minutes – September 24, 2020 at 3:00 pm
City Council Chambers

Committee Members:

Gene Merrill (Chair)
Bryan Hawkins (Vice Chair)
Tripp Androy - Absent
Shauna Bland
Sam Engel
Ron Goss
Kenny Houck – Absent
Josie Molloy
Colene Martin
Cameron Camp
Bob Schaller
Paul Lonquist
Kim Dickson- Absent
Casey Alderson - Absent
Daniel Mancuso

Government Liaisons:

Susan Seereiter – City Business Advocate
Darin Fowler – County Commissioner
Jean Ann Miles – City of Cave Junction
Dennis Roler – City Councilor

Guests:

Marta Tarantsey
Michael Bird
Steve Vincent
Lauren Bishop
Rob Brandes
Wade Elliot
Julee Scruggs
Alan Meyers
Michael Curri

1. **Roll Call**
 - a. Chair Merrill officially opened meeting at 3:00 and took roll call for virtual attendance.
2. **Welcome New Member** – Bob Schaller and Dan Mancuso
3. **Public Comment:**
 - a. Marta from Business Oregon gave information to group about the grant recipients Greater Applegate and Cave Junction for Broadband. She invited group infrastructure and brownfield resilience conference coming up October 5th and 6th and she has complimentary tickets for those who may be interested.
4. **Approval of Minutes:**
 - a. Approval of minutes from August 20, 2020.

Motion

Member Martin moved and Member Bland seconded the motion to approve the minutes from August 20, 2020 as presented. The vote resulted as follows: “AYES”:
Committee Members: Molloy, Camp, Hawkins, Engel, Bland, Martin, Camp, Goss, Lonquist and Chair Merrill. “NAYS”: None. Abstain: None.
Absent: Members Dickson, Androy, Houck and Alderson.
The motion passed.

5. **Work Session Items:**
 - a. **DIG-Once**
 - Chair Merrill started off with explaining the need for rural broadband and wanting to explore all opportunities for more capacity and ideas.
 - Member Camp shared his knowledge of usage of power poles and how shared usage would be beneficial.
 - Camp went on to explain the concept of when sidewalks and roads are being torn up, that is an opportunity to install conduits for fiber underground.

- Communication with Public Works, Planning Departments, ODOT, and others.
- Alan from Pacific Power shared that his role is mainly working with customers to share existing pole lines.
- Julee Scruggs from ODOT issues permits for utilities. She shared that Ziplly is installing new fiber optics in Cave Junction along HWY 199 and HWY 46 up to State Park. Also new lines going up to Wolf Creek along I5. She likes the idea of Dig-Once and said it was something to consider for the future. She also suggested that it would be something to look at through the planning departments when reviews come up.
- Steve Vincent from Avista talked about a joint trench policy and that it was important that before any policy was finalized, there needed to be separation requirements notated for electric and gas utilities.
- Vincent also mentioned that there are occasions where utilities are in the right of way and Cities request the utilities to move and then repave the old and new locations, even though they come back weeks later and then tear it up again. There was frustration that there wasn't a way to work together for the re-pave that is required.
- More communication between entities needs to be established for long term goals and plans and right of way determinations that are planned years in advance so utilities and or other private entities do not need to relocate.
- Rob Brandes from County Public Works agreed with Vincent that community development departments needed to communicate with utilities.
- Brandes mentioned miscommunication and that details to the Dig-Once concept really needed to be ironed out.
- Wade Elliot from City Public Works mentioned that all of the utilities were pretty much already in all of the roads so there would only be the need for new development to required to conduits when building was taking place.
- Member Camp said there is still an opportunity for this concept even though this concept should have been discussed 20 years ago.
- Member Goss and Member Hawkins both weighed in with their thoughts.
- Discussion followed and the final determination was that a sub-committee would be the best way to move forward and dive deeper with getting more information to bring back to the whole committee for a recommendation for City Council and County Commissioners. Sub-committee participants to include Bryan Hawkins, Cameron Camp, Paul Lonquist, Jean Ann Miles and Steve Vincent along with a developer and possibly planner(s).
- Sam Engel suggested that Councilor Faszer might be a good candidate.

Motion

**Member Martin moved and Member Molloy seconded the motion to establish a sub-committee to continue to investigate what steps and policies are needed to bring Dig-Once policy to the governance. The vote resulted as follows: "AYES": Committee Members: Molloy, Mancuso, Hawkins, Engel, Bland, Martin, Bland, Goss, Schaller, Lonquist and Chair Merrill. "NAYS": None. Abstain: None.
Absent: Members Dickson, Androy and Alderson.
The motion passed.**

b. Recommendation for City of Grants Pass to incrementally increase the Tourism transient lodging tax.

- Chair Merrill gave an overview of the last meeting where member Androy suggested this motion.
- After discussion the committee decided to table the motion and invite Chair of Tourism to share more information.

6. Information Sharing:

a. Items from Committee Members

- Chair Merrill shared a recent meeting with all the City Chairs and Mayor, Council President and City Manager. It was shared that there does need to be more engagement with members and liaisons not showing up or sharing information.
- Mayor Lindsay stated that when committee makes recommendations, even though they are not always immediately addressed, they are important and sometimes they are delayed because of budget or other reasons. There was assurance and value placed on the committees.

b. Items from Councilors and Commissioner

- Councilor Miles shared how busy CJ was with the fires. Park was opened for evacuees. Miles has been coordinating thank-you cards to the firefighters.
- Damage along 199 is shocking, we must do our part to mitigate these fires.
- Councilor Roler talked about the formation of a PAC to promote the Public Safety Levy. The increase is only 10 cents and it has not be raised in over 12 years.
- Commissioner Fowler welcomed new members. He spoke of revenue forecast from state has changed and it is not all doom and gloom.
- Businesses are getting used to new normal and moving on. Telecommunication and childcare are important as businesses resume.
- Let's support the local businesses and continue to wear masks so we can get back to events and other activities.

c. Items from Staff

- Susan shared that she will send out follow-up materials for committee. It's important that arrangements are made for CEDC to present before both municipalities.

7. Future Agenda Building for Next Meeting:

- Goal setting
- Cellular Tower internet access
- Innovation Hub

8. Adjournment:

- Meeting adjourned at 4:40 pm

Next scheduled meeting: October 22, 2020

Minutes prepared by Susan Seereiter, City Staff Liaison.