West Linn Economic Development Committee

January 26, 2017

Minutes

**Meeting Started:** 6:08 pm

Troy introduces Shannen Knight as a new member of the Committee. Shannen notes she serves on the Historic Willamette Main Street Board and it is the current Interim-President.

**Present:** Chair Troy Wolfe, Kazi Ahmed, Jennifer Harmon, Beverly Burke, Gail Holmes, Shannen Knight, Staff John Morgan,

**Agenda:** Chair Wolfe reviewed the agenda. No changes were made. It was noted the next meeting will be on February 9, 2017.

**Election:** Kazi nominated Troy for Chair for 2017 – Seconded by Jennifer – Unanimous approval with Shannen abstaining

Kazi nominated Gail for Vice-Chair for 2017 – Seconded by Bev – Unanimous approval with Shannen abstaining

**Minutes:** December 22 minutes were reviewed, Motion to accept by Kazi, second by Bev, Passed unanimously.

**Old Business:**

* Tour of Willamette Falls Heritage -
  + The Committee concurred in preferring doing it on a weekend in April. They agreed that Council, the Planning Commission, and staff should be invited. John Morgan will follow-up.
* Business survey report
  + The Committee discussed how it is going. Jennifer said about 90% of businesses she visited filled out survey. Jennifer has turned in 20. Bev, in Robinwood neighborhood, didn’t get a sense people didn’t care but instead they were busy and didn’t really have time. Bev and Jennifer will come to Council meeting to make a report on the survey.
* Open House
  + Discussion of holding an open house to bring in businesses for more discussion about business needs.
  + ACTION: get a budget report at the next meeting. Figure out a budget to have a breakfast or after-hours event
* West Linn Waterfront
  + John gave update and advised about potential appointing of an EDC member to a future citizen advisory committee. John discussed the Council worksession on the West Linn’s Waterfront project including the Council staff report. John reported the Council was very enthusiastic about the project. The EDC had a good discussion focusing on the issues and opportunities outlined in the staff report.
* Tourism Grants
  + John reported the intent is for grant reports to be available in early February and new requests in last February.
* Council Goals
  + Troy asked for copies of the adopted Council goals

**New Business:**

* None

**Other items of interest:**

* Troy -
  + Invite Shane to come to EDC and give update
  + ACTION: Provide scope of work to all members
  + Noted that Brenda will no longer be liaison
  + Brought up attendance requirements -
  + Agreement to get details on the requirements and put on next agenda
  + Revisit days and times EDC meets
  + Discussion of moving to one meeting a month - agreed to put on next meeting for vote
  + Gail - "2nd Thursday at 6:30" - Jennifer 2nd
  + Passes unanimously
* Gail
  + Clackamas County Tourism meeting -
  + Oregon City Business Alliance - maybe West Linn should join
  + ACTION - Consensus the City should join
  + Three new buildings coming in the Willamette area
* Jennifer
  + Discussion of old Albertson’s building
* Bev -
  + What is happening with the condo build near Burgerville?
* Kazi - nothing more
* Shannen -
  + Main Street update - finalizing brochure with Tourism grant
  + Streetscape - redo planters and benches - grant funded
  + Hotel possibility - owner is interested
  + Lost the quilt shop - last retailer - rent is too high
  + West Linn citizens are reluctant to shop and eat locally
  + Parking is a big issue with amount and low turnover - Main Street association is looking into taking over enforcement
* No comments from staff
* Next meeting 2/9 at 6:30!

**Public comments on Economic Development matters not on the agenda:**

* There were no comments

**Adjourned:** 7:55 pm

Submitted by John Morgan 02/7/17.