

# West Linn Economic Development Committee

## February 9, 2017

### Minutes

**Meeting Started:** 6:37 pm in the Willamette Room at West Linn City Hall

**Present:** Chair Troy Wolfe, Kazi Ahmed, Jennifer Harmon, Beverly Burke, Gail Holmes, Shannen Knight, Council Liaison Richard Sakelik, Staff John Morgan, Guest - Peggy Kirkendall

**Agenda:** Chair Wolfe reviewed the agenda. No changes were made. It was noted the next meeting will be on March 9, 2017 at 6:30 PM in the Willamette Room.

**Minutes:** January 26, 2017 minutes were reviewed, Motion to accept by Kazi, second by Gail, Passed unanimously.

#### **Old Business:**

- o February 6<sup>th</sup> Joint Work Session with City Council - Bev and Jennifer were the primary spokespeople for EDC at the Worksession. Troy complemented them on their hard work and professionalism.

Bev reported she gave the Council a summary of the business survey results so far. Council was most interested in zoning. Council says the focus should be on economic solutions. Bev says she thinks EDC should move its goals to be consistent with Council goals.

Troy said his take-away is to talk with Main Street Board - Noelle and Shannen, about how EDC can help support their needs, including looking at zoning changes and tax breaks. As the Highway 43 corridor is being improved, EDC should get the business owners involved. EDC should reach out to the Chamber and speak with ROIC and other property managers

- o John discussed the Main Street streetscape design and the Highway 43 project design. There was a consensus to ask Lance Calvert, Public Works Director, to the next meeting to discuss both plans.

#### **New Business:**

- o Troy presented on the Small Business Resource Center. He walked through the website for the committee and described the Center. Troy isn't sure it is successful. Bev points out it isn't ever mentioned in city publications and social media. Kazi says our goal is how to bring people in to shop here and stay to shop here. Thinks focusing on home- businesses isn't focusing on benefiting the overall population.

- o Bev questioned if business license fees have been recently updated. Kazi says we should look into the needs of home based businesses. Troy will research how the center is used, etc., and report at the next meeting.
- o Troy discussed holding a committee retreat. There was general support and an agreement to have it on the next agenda.
- o John reviewed the status of the FY 16-17 Budget. He demonstrated the Financial Dashboard. It was suggested the group work to make formal input on the 17-18 budget
- o Troy brings up Attendance. He reads the ordinance provisions that cover committee attendance. Following the reading there was a discussion of the rules and a reasonable sense of excused absence. Bev suggests every committee has the provisions taught in the new member orientation. It is announced Larry has resigned from the EDC. Troy talked about looking for potential new members

### **Council Liaison Report**

- o Richard Sakelik was introduced as the new liaison from the Council.

### **Other Information -**

- o Jennifer spoke of an idea for a "Pine Street Market" type of development for the old Albertson's site. She reported Jeff Parker showed some interest in the property. Maybe put a line item in the budget to hire some help in understanding what can happen.
- o Bev is interested in zoning and wants to follow up the discussions.
- o Shannen is also very interested in zoning, an interest which came from Cidery process. She shared the whole focus of getting on EDC is to change the zones!
- o Gail spoke about Chamber responsibility to pay back a \$4k Tourism Grant. This was withheld from this year's allocation. Gail will continue to pursue.
- o There was a significant discussion of the old Albertson's site. Gail is very interested in pushing specific ideas for the site. Troy says the square footage of the Albertson's site makes it very difficult to lease out for a comparable grocery store. Richard says there is lots of interest in zoning on the Council's part. Council needs some help to push it along. Suggests staff talk with Albertson's owner to see what's going on.
- o Richard reported he is now the Chamber liaison
- o John - explained the schedule for the Tourism Grants. He asked how to deal with the scheduling issue as the time between the 3/9 EDC meeting and the 3/15 grant awards is too quick. The group agreed to hold a special meeting before the 3/9 meeting

## **Public Comments**

- o Peggy Kirkendall suggested for the Small Business Resource Center considering the old police station. For big meetings possibility is the old Bolton Fire Station. An issue in West Linn is the right hand and the left hand not knowing what each other is doing. She is concerned about Arch Bridge plan not including the four neighborhood associations as they are most impacted. She recommends Main Street Association be involved in the Willamette NA.

## **Next Meeting**

- o Troy reviewed homework to be done before next meeting:
  - o Review minutes
  - o Look at Small Business Resource Center
  - o Review the Council goals
  - o Bring back Economic Strategy matrix
  - o Think about where EDC would advocate for budget priorities
- o Next meeting will be March 9th at 6:30

## **Adjournment**

- o The meeting was adjourned at 8:25