

# WEST LINN

## ECONOMIC DEVELOPMENT COMMITTEE

### Meeting Minutes

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June 8, 2017  
Willamette Room, City Hall

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#### **Call to Order**

Bev Burke  
Jennifer Harmon  
Shannen Knight  
Gail Holmes - Acting Chair  
Richard Sakelick City Councilor  
Rachael Vidin

#### **Members Absent:**

Kazi Ahmed  
Troy Wolfe

#### **Staff**

John Morgan

#### **Review of Agenda**

Discussion of agenda, and can be amended, added items to old business. Bev - add discussion of business license database and other web issues. Make a report from Shane in September an action item.

#### **Approval of Minutes**

Add Shannen Knight as present, correct Rachael name spelling  
May 11, 2017 –Jennifer Harmon moves approval of minutes as corrected, Shannen Knight second – approved unanimously

#### **Old Business**

- **Business Summit**

Subcommittee report; Jennifer made a report; discussion wanted with Planning on needed code changes. Discussion of July 17 joint work session with City Council where these items need to come up. Zoning discussed specifically, especially to certain areas of the City. Richard suggested coming to council with recommendations does not have to be formal, get direction from Council and they can direct Planning Commission or CCI.

Action item for subcommittee to meet before 4<sup>th</sup> of July and have framework to present at joint work session.

- **EDC member retreat**  
John Morgan reported on the retreat, tabled waiting for Troy's return. This retreat should be a team building event. Tabled to July or August
- **Business Licensing Database - Added Item**  
Shane item. Committee would like City to add for business licenses database to be based on neighborhoods. Discussion of accountability from Staff and planned discussion or written updates on business licensing. Action item John will make specific arrangements with Shane for a return visit.

### **Report from Troy**

None

### **New Business**

- Council/EDC joint work session preparation for July 17 at 6:00pm

### **Other items of interest:**

#### **Members**

- Jennifer - Albertson - general questions and discussion.
- Rachael- Discussion of Waterfront Open house huge success. Shannen commented on sticky note Idea to take away paper mill is a ridiculous idea. Tourism in general discussed and grants that apply.
- Gail - When a business in Willamette wanted to repaint the building the City was going to have a process, permit, and fee to do it. Discussion around possibility to have color palettes and the like for the Historic District with a smaller fee for approval?
- Richard - Report on Council tour of the paper mill and possibility of PGE tours. Advocate of hiring professional grant writers for the waterfront, discussion ensued and money budgeted.

#### **Staff**

- John Morgan - Report on Riverfront: Spent last year accessing and analyzing; complete to establish credibility making everyone very happy coming out of the gate with the open house last week. Shared website and project schedule. John is compiling comments and gather information for website and consensus for guiding principles and ownership. Next open house in September. Establishing social media presence. Action item to John to send this out to all neighborhood presidents. Suggestions of booth at Polo Classic in July 22<sup>nd</sup> through the 23<sup>rd</sup> and booth at Farmers Market. Discussion of advisors and community table for success. Partnering with outside groups and need to think about financing and pond redevelopment district.

### **Adjourn**

8:03 pm

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