



22500 Salamo Road
West Linn, Oregon 97068
<http://westlinnoregon.gov>

ECONOMIC DEVELOPMENT COMMITTEE

Meeting Notes

Thursday, April 22, 2021

Members Present: Chair Drew Hanson, Vice Chair Shannon Ilas, Shannen Knight, Robert Lauron,

Members Absent: Russell Williams, Julia Williams, and Riad Alharithi

City Council Liaison: Todd Jones, arrived late

Staff Liaison: Chris Myers, Associate Planner

1. Call to Order

Chair Hanson called the meeting called to order at 6:34 pm. Chris Myers called the roll. Staff Liaison Myers noted that the City Council Liaison had changed from Mary Baumgardner to Todd Jones.

2. Public Comment For Non-Agenda item

None.

3. Approval of Meeting Notes: [2/25/21](#), [1/28/21](#), [10/22/20](#), and [9/24/20](#)

Chair Hansen moved to approve the meeting notes for 2/25/21, 1/28/21, 10/22/20, and 9/24/20.

Committee Member Lauron seconded. **Ayes: Hanson, Ilas, and Lauron. Nays: None. Abstentions: Knight abstained because she did not receive the minutes to review. The motion failed due to the lack of a quorum vote. Chair Hanson tabled the meeting note approval to the next meeting.**

4. CARES ACT Grant Funding Update

Staff Liaison Myers provided an update on the CARES Act Grant Funding. Myers stated that the checks for the last relief round went out in late March. There were 50 applicants and \$204,000 were distributed in grants to local business. Myers noted that the City would receive about \$5.4 million of the ARP funds. Member Lauron asked if the EDC could provide input to the City Council on these funds. EDC members concurred with the request to provide feedback on the ARP grant funding.

5. Food Cart Interpretation Update

Myers stated that Planning Department had developed a policy interpretation that food carts are allowed in commercial areas. However, the Department recommends drafting Code changes to set parameters for the use.

6. Attracting outside business to West Linn

Member Lauron discussed ideas for attracting business to West Linn. He proposed to encourage businesses that would create commercial meeting spaces and alternative office spaces for employees. In addition, he suggested reaching out to larger businesses to brain-storm ideas. Member Williams stated that she thought the best way to create this kind of space would be to locate a hotel in the City that provides a conference center as part of their business model. Member Ilas noted that there were two flex-space businesses in West Linn.

7. Marketing program for shopping local

Chair Hanson initiated a discussion on a marketing program for shopping in West Linn. Member Williams expressed that the City needs an Economic Development Coordinator.

Hanson noted that the City Council needed to provide the EDC with goals. Councilor Jones responded, noting his support for hiring an Economic Development Coordinator. Councilor Jones suggested that the EDC give a recommendation on the responsibilities of the EDC Development Coordinator. He also requested that the EDC provide input on how to spend that ARP grant funding. Chair Hanson recommended that the EDC draft a letter to the City Council recommending a new Economic Development Coordinator position.

Member Knight provided feedback on the National Main Street Conference.

8. Adjourn

Chair Hanson adjourned the meeting at approximately 8034 pm.