ECONOMIC DEVELOPMENT COMMITTEE
Draft Meeting Notes of December 09, 2021

Members Present:	Vice-Chair Shannon Ilas, Don Williams, Russel Williams, Jon Robinson, and Shannen Knight
Members Absent:	Julia Williams
Council Liaison absent:	Todd Jones
Staff Liaison:	Chris Myers, Associate Planner and Lynn Schroder, Administrative Assistant

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1. **Call to Order**
   Chair Ilas called the meeting to order at 6:00 pm.

2. **Public Comment for Non-Agenda items**
   None.

3. **Approval of Meeting Notes: Draft Meeting Notes 10.14.21**
   Administrative Assistant Schroder noted that the EDC has already approved October 14, 2021 meeting notes at the November 18, 2021 meeting.

4. **Discussion: Year-End Report**
   Staff Liaison Myers proved a draft year-end report for the EDC to consider. Members discussed revisions to the report. Julia Williams could not attend this meeting but emailed her recommendations to Shannen Knight. Chair Ilas requested that middle housing be added as an EDC challenge. She wanted the EDC to review and consider the Diversity, Equity, and Inclusion Report. Don Williams requested that updating the 2015 Economic Development plan and prioritizing hiring an Economic Development Coordinator be goals for 2022. He also wanted the EDC to focus on the LPGA tournament benefits. Jon Robinson requested a training session on City finance to understand tax revenue and economic development expenditures better. He also wanted the EDC to provide input and the focus of the Economic Development Coordinator. Councilor Jones supported feedback from the EDC on the Economic Development Coordinator position description. Chair Ilas wanted the EDC to focus on identifying and addressing problems preventing businesses from choosing West Linn. Russell Williams wanted to rezone Highway 43 as a priority to increase supply in commercial properties and proactively address the impacts of I205 tolling. Shannen Knight wanted the City to produce a tourism video. Don Williams recommended that the City develop synergies with Oregon City's redevelopment plans for Willamette Falls.

   Jon Robinson stated his concern about the lack of attention the City is paying to the Stafford Triangle.

5. **Discussion: City Revenue Sources Budget Report**
   Staff Liaison Myers provided the report for the EDC to understand City finances. Chair Ilas want to explore City funds for economic development.

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Don Williams requested the Finance Director attend the EDC meeting to give a structured presentation on the tax revenues and economic development expenditures. Members concurred.

6. **Discussion: Follow-Up Discussion Equity Report DEI Audit and Final Report**
   Chair Ilas noted that the City's DEI report did not have much about economic development in it. She noted that the City could encourage more diversity in businesses. Members discussed how to implement diversity goals for businesses.

7. **Items of Interest from EDC Members**
   None.

8. **Update Open EDC Positions**
   Staff Liaison Myers provided an update on EDC appointments.

9. **Adjourn**
   Chair Ilas adjourned the meeting at approximately 7:30pm.