



CITY OF
West Linn

22500 Salamo Road
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<http://westlinnoregon.gov>

ECONOMIC DEVELOPMENT COMMITTEE
Draft MEETING NOTES – September 4, 2025

Members Present: Jared Dean, Shannen Knight, Russel Williams, Christi Lanz
Member Absent: Heather Jones and Shannon Ilas
Public Present: Victoria Meinig (Chamber of Commerce)
Council Liaison: Kevin Bonnington
Staff Present: Chris Myers, Associate Planner and Community Development Director Steve Koper

Staff Liaison: Chris Myers cmyers@westlinnoregon.gov

1. Call Meeting to Order

Chair Dean called the meeting to order at 6:00pm.

2. Public Comment

Victoria Meinig introduced herself and explained her interest in learning about the EDC and contributing to discussions.

3. EDC 2025/26 Workplan

The committee discussed strategies for attracting businesses to Westland, clarified its purpose, and emphasized the need for a clear work plan while gathering member input and collaboration opportunities.

Workplan

- Chris Myers provided context: Council requested proposed work plans for advisory groups.
- Timeline discussed: Work plan to cover activities through December, with Council review on Monday.
- Strategy: Collect feedback from committee members prior to next meeting to have a robust discussion.

EDC Vision Statement Review

- The group agreed to revisit the vision/purpose statement.
- Chris Myers will circulate the current statement for members to provide written feedback before the next meeting.
- Discussion focused on aligning the vision with members' goals and capabilities without changing the overall role of the EDC.

Partnership with Chamber of Commerce

- Victoria Meinig discussed collaboration opportunities, including:
 - Researching existing programs to support current businesses.
 - Identifying opportunities to attract new businesses to Westland.
- Jared Dean suggested collecting committee members' availability, skills, and interests to guide involvement.
- Victoria Meinig and Steve to work on a recruitment work plan and present it to the committee for further discussion.

Committee Member "Why" Statements

Members shared motivations for joining the EDC:

- Jared Dean: Increase attractiveness of Westland for businesses, leveraging personal energy and ideas.
- Chris Myers: Support local businesses, address lack of commercial tax base, contribute to waterfront and Highway 43 projects.
- Shannen: Support small businesses, improve business retention and attract tourism.
- Russell Williams: Influence supply of business space, expand local tax base, support projects like waterfront development.

Survey

Chris Myers will draft a survey based on the discussion and send it to Jared Dean for review and edits.

- Agreement to develop a survey for committee members to collect:
 - Time commitment and availability
 - Skills and relevant experience
 - Areas of interest within the EDC mission
- Discussion of including a SWOT analysis in the work plan presented to Council.
- Consensus to vote on adding the SWOT analysis component to the work plan for Council consideration on Monday.
- Emphasis on completing preliminary survey work before the next meeting to inform discussion and finalize the work plan.
- The group will discuss the survey results and work plan ideas at the next meeting.

4. Items of Interest from EDC Members

None.

5. Staff Announcements

None.

6. Adjourn

Chair Dean adjourned the meeting at 7:00pm.