



**ECONOMIC DEVELOPMENT COMMITTEE**  
**draft Meeting Notes of May 14, 2022**

<b>Members Present:</b>	Chair Shannon Ilas, Vice Chair Shannen Knight, Russel Williams, Jon Robinson, Michael Bernert, Jon Robinson, and Josh Cheney.
<b>Members Absent:</b>	Heather Jones
<b>Council Liaison present:</b>	Todd Jones
<b>Public:</b>	Keisha Brewster, Pat Haley
<b>Staff Liaison:</b>	Alena Schnarr, Business Support and Economic Development Coordinator

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- 1. Call to Order**  
Chair Ilas called the meeting to order at 6:08 pm.
- 2. Introductions:**  
All members and Council liaison gave brief introductions for new members and Alena Schnarr, new staff liaison for the EDC. Alena asked each member to share about their interest in Economic Development in West Linn and what brings them to the committee.
- 3. Approve Meeting Notes: March 10, 2022**  
Knight moved to approve the meeting notes for March 2022. Bernert seconded. **Ayes:** Knight, Bernert, Ilas, Williams, Cheney and Robinson. **Nays:** None. **Abstentions:** None. This motion passed 6-0-0.
- 4. Public Comment for Non-Agenda items**  
Keisha Brewster, local resident, was present to listen to the meeting. Pat Haley, local resident and business owner expressed interest in supporting EDC's work through his connection to Historic Willamette Main Street's Economic Vitality Committee and Design Committee.
- 5. Business Support and Economic Development Coordinator Position**  
Alena Schnarr introduced herself and gave brief overview of background and update on the position.
- 6. Diversity, Equity and Inclusion (DEI):** Ilas noted the committee's desire to encourage equity and inclusion in West Linn, creating diversity in the business community. Schnarr will talk to supervisor about how we can incorporate this work into our business community and provide update at a future meeting.
- 7. Report and Discussion 2022 Community Development Code Amendments Working Group Meeting Update:** Shannon Ilas and Shannen Knight gave overview of the CDC Working Group for Schnarr and new members.
- 8. Discussion: Highway 43 Zoning Changes**  
Knight gave overview for Schnarr of Hwy 43 rezoning possibilities and discussion of creating a mixed-use zone to enhance commercial development opportunities along the Hwy 43 corridor. Schnarr noted this is a docket project for the Planning department and she thinks they will begin work on it this Fall. There is discussion of the EDC becoming a working group for this project and need direction from Planning.

9. **Metro Grant 2040:** Todd Jones, City Council Liaison, gave overview of 2040 Metro Grant, noting it might assist City of West Linn with funds for the Hwy 43 rezoning project. Schnarr will discuss grant with John Williams.
10. **Tourism Video:** Discussed creation of tourism video for West Linn. Knight noted the quality of Estacada's tourism video and Pat Haley recommended viewing Bend's tourism video. Schnarr will discuss this project with supervisor and Marketing staff and report back on possibilities.
11. **Discussion: Surveys**

Schnarr discussed a survey for existing Business community. Members discussed different types of surveys, importance of considering goals/outcomes of survey and targeting specific demographics to attain those goals. Knight suggested creating different questions for home-based businesses vs. brick and mortar. Bernert suggested gearing one towards commercial real estate owners and property owners with developable lots. Schnarr is tasked with a focus on Business Support in her first 6-8 months on the job, but all members agreed a survey with broader economic development topics including: questions on increasing tax-base, livability and focusing on what types of businesses we want to bring to West Linn to diversify the economy would be a good idea. Schnarr will make a note to talk to GIS/Maps department later this year about creating a map and inventory of developable properties. Robinson suggested talking to people in other communities to see what they are doing and possibly inviting in some as guest speakers. Schnarr made a note to create a guest speaker list for upcoming meetings. Cheney mentioned the [Economic Opportunities Analysis](#) from 2016, noting it might have useful data that could inform future survey questions.
12. **Business Support vs. Economic Development**

Todd Jones, City Councilor, noted the importance of always considering the difference in the character of the roles Schnarr plays in her new position. Some tasks are specific to supporting the business community, which falls under Economic Development and some larger Economic Development projects will not be a focus until 2023.
13. **Items of Interest:**
  - Chair Ilas gave update on Clackamas County's EDC.
  - Citizen Keisha Brewster suggested talking to Lake Oswego developers about what might attract them to West Linn.
  - Schnarr mentioned the idea of supporting West Linn businesses with workforce development and the possible creation of a job fair in the future.
14. **Adjourn**

Ilas adjourned the meeting at 7:48 pm.