



ECONOMIC DEVELOPMENT ADVISORY COMMISSION

AGENDA

Thursday, July 24, 2025

10:30 a.m.

This meeting includes in-person and virtual participation.

Santiam Room

<https://council.albanyoregon.gov/groups/edc/zoom>

Call: 1-253-215-8782 (long distance charges may apply)

Meeting ID: 813-8771-7764 Passcode: 372603

Please help us get Albany's work done.

Be respectful and refer to the rules of conduct posted by the main door to the Chambers and on the website.

Call to order (Chair)

Roll call (Staff)

Approval of April 22, 2025, Minutes [Pages 2-4] (Chair)

Public Comment: (Chair)

Persons wanting to provide comments may:

- 1- Email written comments to sophie.adams@albanyoregon.gov, including your name prior to the meeting.
- 2- To comment virtually during the meeting, register by emailing sophie.adams@albanyoregon.gov prior to the meeting, with your name. The chair will call upon those who have registered to speak.
- 3- Appear in person at the meeting and register to speak.

Scheduled Business: [Pages 5-13] (Adams)

- Department updates
- SWOT and Strategy Review

Business from Staff (Verbal)

Business from the Committee (Verbal)

Next Meeting Date: October 2025

Adjournment (Chair)

This meeting is accessible to the public via video connection. The location for in-person attendance is accessible to people with disabilities. If you have a disability that requires accommodation, please notify city staff at least 48 hours in advance of the meeting at: sophie.adams@albanyoregon.gov or call 541-917-7550.

Testimony provided at the meeting is part of the public record. Meetings are recorded, capturing both in-person and virtual participation, and are posted on the City website.

albanyoregon.gov





ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

MINUTES

April 22, 2025

1:30 p.m.

Hybrid

Approved: Draft

Call to Order

The start of the meeting was delayed because of a building fire drill. Chair Hanson called the meeting to order at 1:44 p.m.

Roll Call

Members present: Chris Hansen, Lisa Avery, Brent Stutzman, Tim Weber, Sherrie Payne.

Members absent: None

Election of Officers

1:45 p.m.

Nomination: Commissioner Weber nominated Chris Hansen to continue as the 2025 Chair. Commissioner Avery seconded the nomination. Hansen accepted the nomination, which passed 5-0.

Nomination: Commissioner Payne nominated Lisa Avery to continue as Vice-Chair. Commissioner Weber seconded the nomination. Avery accepted the nomination, which passed 5-0.

Approval of July 25, 2024, Minutes

1:46 p.m.

Motion: Commissioner Stutzman motioned to approve the minutes from July 25, 2024. Member Weber seconded the motion, which passed 5-0.

Business from the Public

1:47 p.m.

None.

Scheduled Business

1:48 p.m.

Economic Development Manager, Sophie Adams opened giving commissioners the opportunity to provide an update to the group with what's has been happening with their businesses/organizations and the people they are representing.

- Department Updates

Adams began the department update sharing a snapshot of data points for a periodic review. Adams asked members to let her know if there are specific things they are interested in tracking for future reports.

Economic Development Program Coordinator, Jen Wehr continued reporting on growth or employment changes in Albany. Overall, Albany has stayed at 1.5 percent change and unemployment rate between 4.4 and 4.7 percent. They see growth in manufacturing, private education and health services as well as government services. Countywide in the past year there has been an employment drop in construction, trades, hospitality and professional/business services. The financial services sector has been flat.

Wehr then shared some news on the commercial space vacancies and new businesses downtown. And then reported on offerings/activities available through the Small Business Development Center at LBCC. She shared client demographics, capital infusions, numbers of businesses being advised and jobs created through support of SBDC. The city promotes the program when appropriate through social media, monthly reports, partner associations, stakeholders and the Downtown Association.

Commissioner Avery added she's on the Statewide Advisory Board and the program is nestled in community colleges with the Workforce connection. They then discussed the connections to COG. The COG manages the region's Comprehensive Economic Development Strategy, but they don't do the advisory part that SBDC does; they are more focused on regional planning.

Wehr then went over the data on housing growth and trends. Referring to data from September 2024, but overall, there are an average of 130 to 150 single family dwellings built.

Commissioner Weber offered that as an economic development commission they should start with what the objectives are, getting more specific about what success looks like and where the commission is focusing on are relative to that goal. He thought it is crucial to identify the gaps to achieving those goals. One may be a struggle to find property and licensing restrictions. If businesses decide not to establish in Albany try and determine why and what the solutions may be. Adams theorized that some kind of SWOT (strength, weakness, opportunity, threat) analysis would be beneficial as the last Economic Opportunity Analysis was last done in 2020.

Commissioners agreed it would be good to see an inventory of available usable lands categorized. Commissioner Avery brought up the successes in Millersburg and how that may spill over to Albany. Commissioner Hanson explained the historic reasons for business success there.

Adams shared that staff had a conversation with the city council to look at the potential for a grant program for business efforts as outlined in a Business Retention and Expansion Program. Currently there has not been a formal or cohesive approach to BRE by staff, but staff's intent is to make it a goal to increase BRE visits including partner organizations for any support the city could provide.

Adams provided a brief overview of projects that they are working on:

- One is the Multi-Unit Property Tax Exemption Program similar to the Enterprise Zone Program. It will provide a tax exemption on new investment of multi-unit or mixed-use development with close proximity to transit. The council has supported it and are working on presenting it to the taxing districts.
- Staff took a code amendment to City Council that deals with collection of Transient Lodging Tax for short term rentals like Airbnb's to remit tax the same as motels do.
- The undergrounding of the power at the waterfront continues which will better facilitate events in that area.
- Public Works is leading an airport economic feasibility study. The RFP is posted on the city website.

An internal goal is to do a better job at telling the story of economic development in the City of Albany, doing weekly or bi-monthly reports to city council and stakeholders. Along with that Adams wanted to propose a quarterly meeting of this commission to better work on consistency and project work, or a grant program. Commissioner Weber noted it is hard work to do well as a commission and welcomes additional opportunities to meet if we want to make progress.

Commissioner Avery indicated that email updates are welcome in between meetings.

As the city council has given staff direction that they would like to pursue a business support grant program of some kind. This commission can gather ideas to develop a grant. Adams thought that would be an exciting project for the commission.

- Strategy Review and Discussion

Staff's perspective is that the Economic Development Strategy document doesn't need to be super lengthy but focus on accomplishing the 4 pillars of a healthy economy under the city strategic plan. The document should provide the context and guidance for everyday operations to tie back to those goals. She asked for any initial thoughts on content or general framework.

Commissioner Avery offered that it seemed to have all the big buckets on business recruitment as well as retention.

Commissioner Hanson added some minor grammatical changes, but also that the objectives could be not only growing the economy and employment, but also attracting new business as that is what brings dollars in. Adding another bullet under a Healthy Economy for room to grow.

Commissioner Hanson suggested they focus on what Commissioner Weber had suggested for the next meeting. Discussing what the current state is and then what the future might look like. Staff responded that other counties have detailed strategies and have their SWOT analysis within the document. But that depends on whether the commission wants a document to update every year or two or more fixed. Adams will email out some examples from other counties/cities. She preferred to leave out things that will become outdated.

Business from the Commission

2:45 p.m.

None.

Next Meeting Date

The next scheduled meeting date to be determined. A poll will be sent out regarding available dates.

Adjournment

Hearing no further business, Chair Hanson adjourned the meeting at 2:51 p.m.

Respectfully submitted,

Reviewed by,

Susan Muniz
Recorder

Sophie Adams
Economic Development Manager

**Documents discussed at the meeting that are not in the agenda packet are archived in the record. The documents are available by emailing cdaa@albanyoregon.gov.*



TO: Economic Development Advisory Commission (EDAC)

FROM: Sophie Adams, Economic Development Manager

DATE: July 16, 2025, for the July 24, 2025, EDAC Meeting

SUBJECT: Economic Development Updates and Strategy Review

Purpose:

Discuss SWOT Analysis (Strengths, Weaknesses, Opportunities and Threats) and draft strategy.
Approve citywide strategy.

Background/Discussion:

At this group's July meeting, we'll facilitate a discussion on:

- Updates and perspectives from committee members
- Available data
- City projects and activities:
 - Brief overview of current and future projects
 - Final review of SWOT Analysis and draft economic development strategy to approve with committee input

Strategic Plan Impact:

This group helps achieve the goals of "Healthy Economy" in the Council's adopted strategic plan by local and regional coordination and collaboration on economic development planning and projects to strengthen the area's role as a leading economic center.

Budget/Staff Impact:

None.

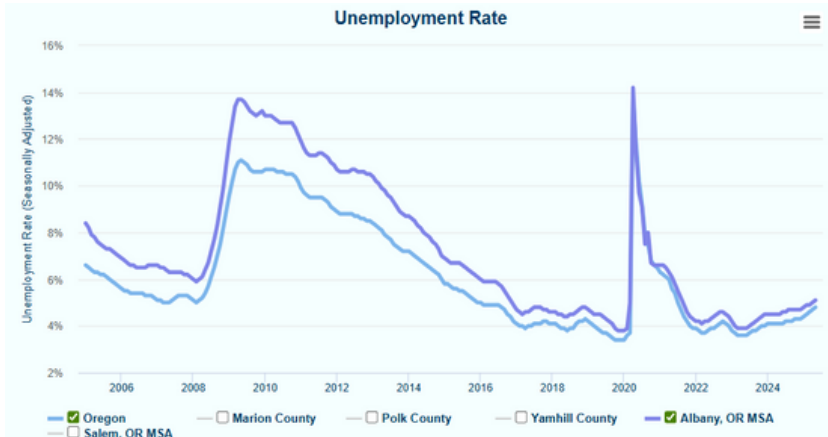
Attachments: (3)

1. Data Report
2. SWOT Analysis
3. Draft Economic Development Strategy



EDAC Data Report July 2025

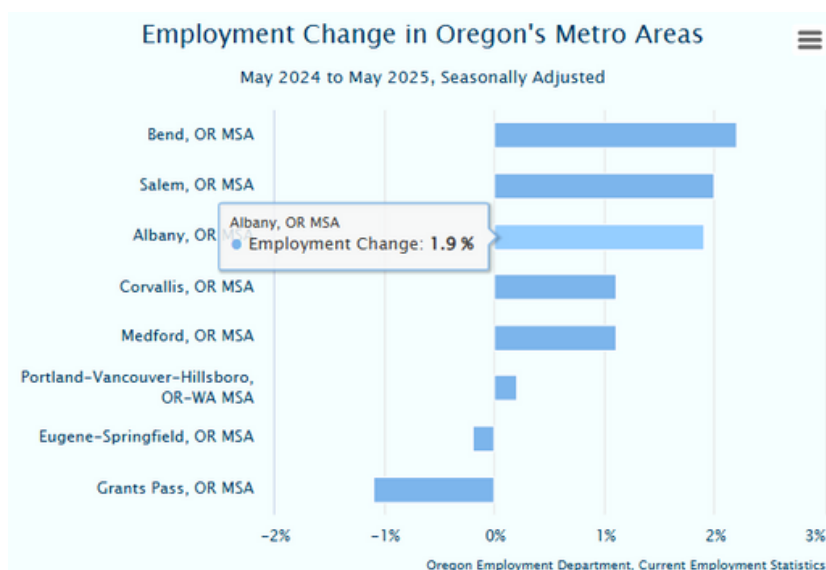
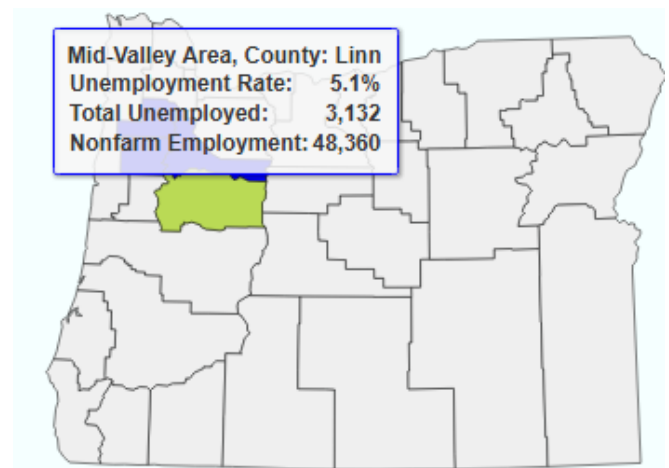
Local Employment Data and Trends:



As of May 2025:

- Albany 5.1% (4.5% May 2024)
- Oregon 4.8% (4.1% May 2024)
- US 4.2% (4.0% May 2024)

July 1, 2025: Minimum wage increased to \$15.05 per hour in Albany/Linn County





EDAC Data Report July 2025

Downtown Real Estate Vacancies, Comings and Goings:

Downtown Commercial Spaces available:

- Camille's - 2,400 RSF restaurant and apartment above both available
- Bike-n-Hike Building - Dropped sale price to \$649K
- Capital Pawn Building - 6,285 sq ft available
- Two Rivers Market - multiple spaces available for lease
- Washington Federal - has broker to assist with leasing space

Comings:

- Sybaris - New location at Electric Railroad building to open soon (date TBD), current location available to follow move
- Siegner Houses (Calapooia/4th): 1st floor commercial, 8 residential units above – avail Q4 2025
- Old City Hall – apartments and boutique hotel (open by EOY 2025?)
- Greyhound Building - under contract and leased
- Millie's Vintage Resale in former Jack N Jill Resale at 121 2nd Ave (J&J relocated to Heritage Mall)

Goings:

- Red's Boutique leaving – 222 W 1st Av. future tenant already secured
- Eagles: National organization meeting in July to determine future of building

Industrial Available Properties:

For Lease:

- 600 Goldfish Farm Road - 11,700 SF Industrial Building on 4.61 acres
- 3650 Marion Street SE - 11,000 SF Industrial Building on 2.16 acres
- 2200 Three Lakes Road SE - 3,000-6,653 SF Industrial Spaces
- 1210 Jackson Street SE - 10,137 SF Industrial Warehouse
- 2991 Ferry Street SW - 2,730-6,890 SF Industrial Building

For Sale:

- 2910 Three Lakes Road - Industrial site on 68 acres
- 1131 S Commercial Way SE - 7,250 SF Industrial Building
- 250 Queen Ave SW - 10,000 SF Industrial Building

Upcoming SBDB Offerings at LBCC:

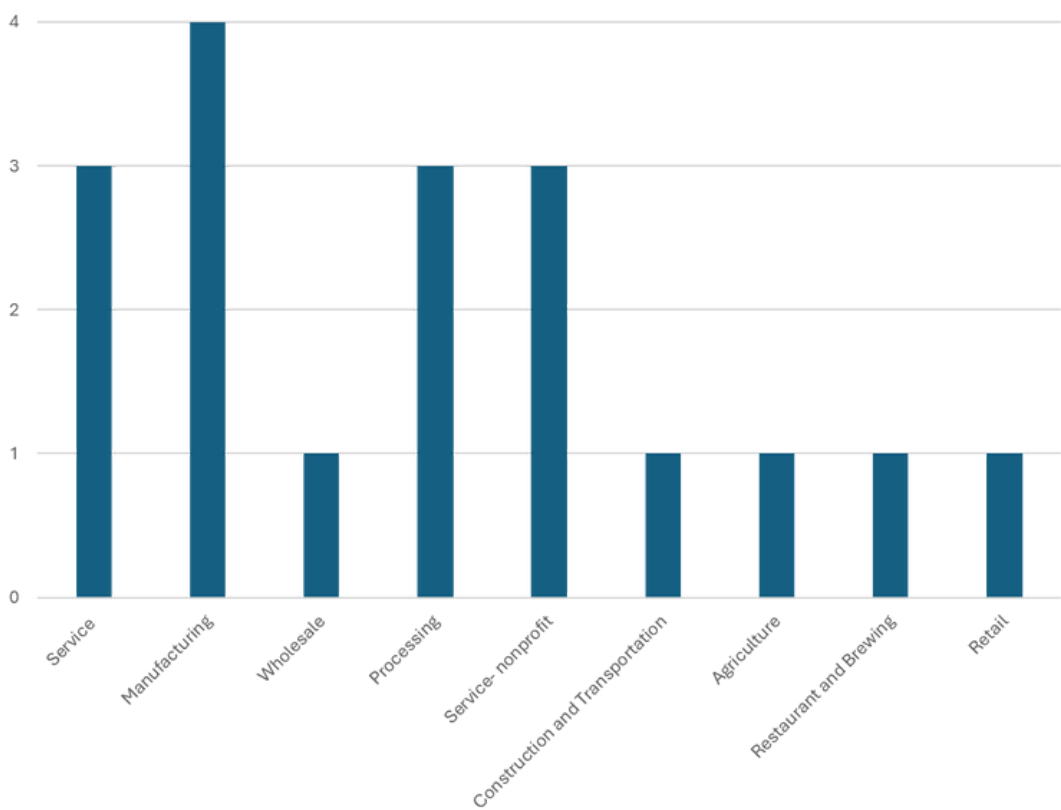
The Small Business Development Center (SBDC) at Linn Benton Community College (LBCC) hosts many workshops and low-cost classes for businesses at all stages of entrepreneurship for businesses with 99 employees or less and no-cost advising.

- Business Design Basics: Logos and Ads (July 30)
- Quickbooks Level 1 (Aug 5)
- Quickbooks Level 2 (Aug 19)
- Quickbooks Level 3 (Sept 2)

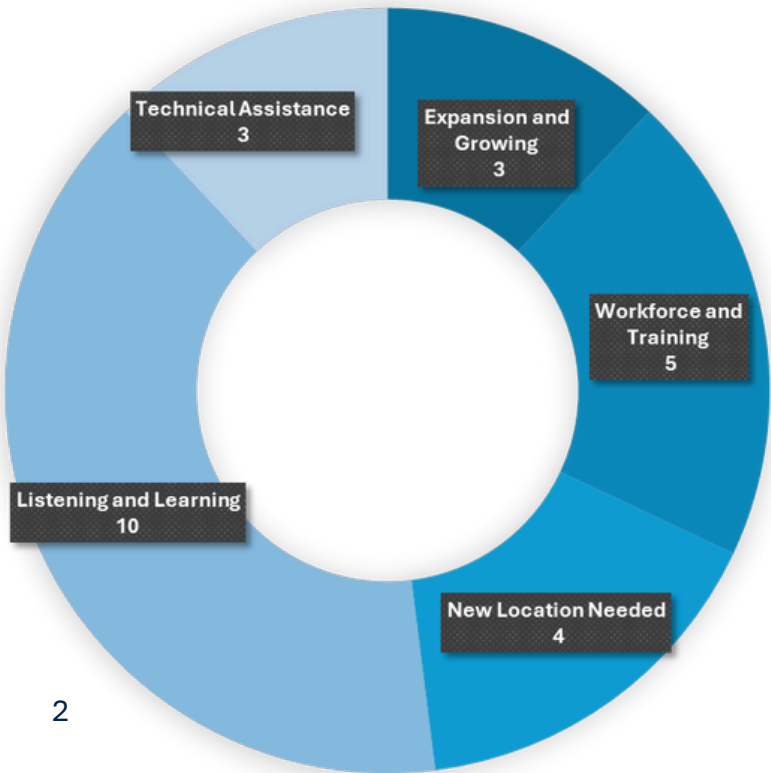


At a glance - Business Retention and Expansion 2025 to date

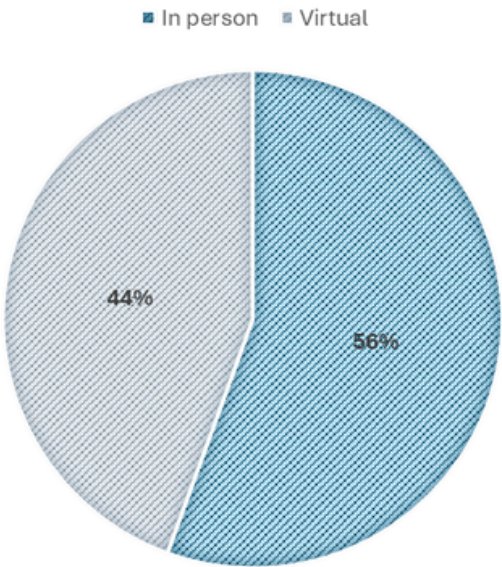
NUMBER OF VISITS BY INDUSTRY



TOPICS AND TYPE OF ASSISTANCE



METHOD



BUSINESS IN ALBANY-

SWOT ANALYSIS

STRENGTHS

Location in the state
 Dedicated economic development department
 Strong business support system
 Revitalized downtown area
 Supportive elected officials
 Interstate, highways, and rail
 LBCC Career Technical Education Programs
 Special metals sector

WEAKNESSES

Lack of Albany- specific data (Local Wetland Inventory, Commercial/Industrial Land Inventory)
 Limited staff capacity for new projects
 Available industrial land is encumbered with wetlands and/or access barriers
 Election requirement for new TIF districts

OPPORTUNITIES

Economic Development Advisory Committee
 Small Business Grant
 Additional revenue from short term rentals
 Coordination with emerging projects from OSU/ATAMI
 Airport feasibility study and redevelopment potential
 MUPTE

THREATS

Unfunded mandates
 Strict regulatory climate
 Competing priorities for funding
 International trade uncertainty
 Inflation
 Constraints of downtown parking



City of Albany, Oregon

A photograph showing three small green seedlings with two leaves each, growing out of stacks of coins. The stacks of coins are of increasing height from left to right. The background is a soft-focus green and yellow bokeh.

Economic Development

Citywide Strategy

FY 2025-2026

Prepared by

Staff

**Economic Development Advisory
Commission**



City of Albany, Oregon

Summary

This document is aligned with the City of Albany's Strategic Plan, Comprehensive Plan, and Comprehensive Economic Development Strategy (CEDS) for this region.



Objective

Tie existing and future economic development work to a clear strategy and framework.

Provide context and guidance for operations and decision making.



Assumptions

Strategy is designed with limited resources and staff in mind.

Effective economic development requires a wide range of partnerships.

Strategy aligns with current strategic plan and may change over time.

Guiding Statement

Efforts in this strategy will capitalize on Albany's strengths and promote the community's vision for a resilient economy and high quality of life.

BUSINESS RETENTION AND EXPANSION

Support existing businesses to stay and thrive in Albany through making connections, guiding through regulatory processes, and connecting with resources.

- Formalize framework for site visits and data tracking
- Log interactions

RECRUITMENT

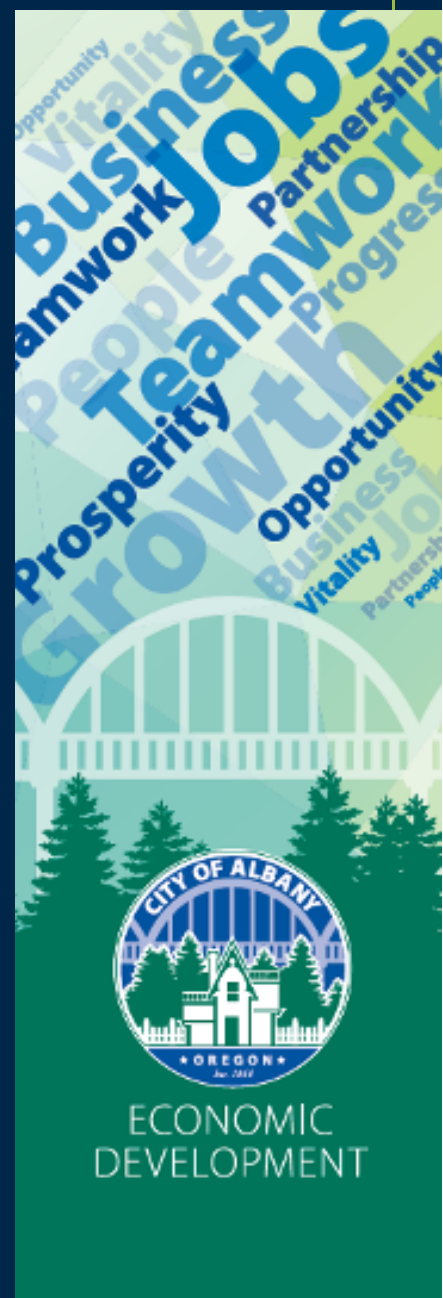
Focus on bringing new business to Albany to fill vacant industrial and commercial land with highest and best use.

- Compile recruitment package
- Redesign website
- Pursue development pathways for key employment lands
- Negotiate and execute development agreements for key properties

PLACEMAKING AND TOURISM

Tourism and placemaking activities utilize the community's assets to promote well-being, encourage visitors, and attract new talent and industry.

- Contract with and support tourism and placemaking organizations
- Manage Collaborative Tourism Promotion Grant Program
- Implement collection of TLT from short term rentals



Programs and Incentives

Provide programs and incentives to ensure Albany's competitiveness and meet goals.

- Implement Multi-Unit Property Tax Exemption program
- Maintain and advocate for Enterprise Zone program
- Research and pursue additional programs such as tax-increment financing and grants

Collaboration and Administration

Build out and maintain internal structures to track and guide work. Maintain relationships that inform and provide context while also educating decision makers and customers.

- Provide weekly or bi-weekly reports on related topics to Council and stakeholders
- Create and maintain economic development strategy document
- Annual internal goal setting and visioning
- Develop and maintain regular data tracking and reporting
- Maintain and strengthen positions with partner organizations

