

## Executive Committee

Thursday, November 20, 2025

11:00 am – 12:00 pm

Virtual Meeting

Join TEAMS Meeting by clicking [HERE](#)

Meeting ID: 224 960 885 624

Passcode: D3paiN

Mobile 1 Click Number: [+1 872-242-8088](tel:+18722428088)

Phone Conference ID: 653 759 314#

## AGENDA

1) 11:00 Call to Order & Agenda Review	Chair, Paul Schuytema
2) 11:02 Roll Call	Staff, Justin Peterson
3) 11:05 Public Comment	Chair
4) 11:08 Minutes of August 28, 2025, Meeting ( <a href="#">Attachment A</a> )	Chair

### *ACTION: Approval of Minutes*

5) 11:20 CWEDD Board Membership Discussion ( <a href="#">Attachment B-1 and Attachment B-2</a> )	Staff
---	-------

Continued discussion about updating the CWEDD Board membership. The high-level goal is to broaden representation on CWEDD. The Articles of Agreement and Bylaws are attached. Proposed edits include:

- OCWCOG Membership – Update six (6) COG Executive board members to three (3) – one per county. Then open up the three (3) spots to economic development practitioners (workforce boards, community colleges, universities, etc.)
- LCOG Membership – Update six (6) members of LCOG Executive Committee to six (6) members of the LCOG board.

### *ACTION: Discussion*



6) 11:35 December 11, 2025, CWEDD Draft Meeting agenda  
([Attachment C](#))

Staff

**Action: Approval of Agenda**

CWEDD Executive Committee Roster 2025	
Bryan Cutchens	City of Oakridge - Mayor
Ron Whitlach (previous Kelly Hart)	City of Lebanon - Staff
Paul Schuytema	EDALC- Lincoln County – Staff
Greg Ervin	City of Cottage Grove – City Councilor
Nancy Wyse	Benton County – County Commissioner

7) 11:45 Other Business

All

- CWEDD Annual Report ([Attachment D](#))
- Executive Committee Member updates

8) 12:00 Adjournment

Chair

*The next meeting 2026 TBD.*

**QUORUM REQUIREMENT:** “A quorum shall be three of five members present. Alternates may serve on the Executive Committee if the representative is not able to attend a meeting and if the representative so decides. The Executive Committee shall be conducted in compliance with the Oregon Public Meetings Laws as described in ORS 192.610 through ORS 192.690.” (CWEDD Bylaws Section VI B.4).

**CWEDD EXECUTIVE MEETING**  
**Thursday, August 28, 2025**  
**11:00am - 12:00pm**  
Microsoft Team's Meeting Remote Connection

**Members:** Councilor Greg Ervin, Executive Director Paul Schuytema, Director Kelly Hart

**Staff:** CED Supervisor Justin Peterson, CED Planning Manager Matt Lehman,

TOPIC	DISCUSSION	DECISION / CONCLUSION
1. Call to Order & Agenda Review	<p>The Chair, Paul Schuytema, called the May CWEDD Executive Committee meeting to order 11:01am.</p> <p>There were no additions or other changes to the agenda.</p>	<b>The meeting was called to order at 11:01am by The Chair Paul Schuytema</b>
2. Roll Call	CWEDD Staff Justin Peterson conducted roll calls for the members and staff in attendance.	<b>Roll call was conducted.</b>
3. Public Comments	There were no members of the public present, therefore there were no public comments presented to the CWEDD Executive Committee.	<b>There were no public comments.</b>
4. Approval of Minutes from May 29, 2025 (Attachment A)	<p>Councilor Greg Ervin moved to approve the CWEDD Executive Committee minutes of May 29, 2025. Kelly Hart seconded. The motion carried successfully, and the minutes were approved.</p> <p>Councilor Greg Ervin voted for approval.  Kelly Hart voted for approval.  Chair Paul Schuytema voted for approval.  There were no votes against.</p>	<b>Councilor Greg Ervin moved to approve the CWEDD Executive Committee minutes of May 29, 2025. Kelly Hart seconded. The motion carried successfully, and the minutes were approved.</b>
<b>Action: Approval of Minutes</b>		
5. Comprehensive Economic Development Strategy Update	<p>Peterson shared the Comprehensive Economic Development Strategy (CEDS) updates with the CWEDD Executive Committee members and staff in attendance.</p> <p>Currently the CWEDD CEDS are out for public comment and a survey is available to make review easier.</p> <p>Chair Schuytema and Councilor Ervin echoed appreciation and approved of the alignment with the RST.</p>	
6. CWEDD Board Membership Discussion	Peterson shared initial discussion about updating the CWEDD Board membership. The high-level goal is to increase representation on	

	<p>CWEDD.</p> <p>The group discussed this topic and noted the following points to be carried forward at the full board meeting in September:</p> <ul style="list-style-type: none"> <li>• Ideally more engagement from boots on the ground practitioners to be a part of the group and membership</li> <li>• Consistency in membership in order to achieve quorum for every meeting</li> <li>• Chair Schuytema was supportive of adding University of Oregon, Small Business Development Centers, and Oregon State University as possible full or Ex-Officio members on the CWEDD Board.</li> <li>• Councilor Ervin added the idea of including Travel Lane County</li> </ul>	
<p>7. September 11, 2025, CWEDD Board Draft Meeting Agenda (Attachment B)</p>	<p>Peterson shared the draft CWEDD Board meeting agenda for the September 11, 2025, meeting.</p> <p>The CWEDD Executive Committee Members approved of the September Board agenda by consensus.</p> <p>Councilor Greg Ervin voted for approval. Kelly Hart voted for approval. Chair Paul Schuytema voted for approval. There were no votes against.</p>	<p><b>The CWEDD Executive Committee Members approved of the September Board agenda by consensus.</b></p>
<p>8. Other Business:</p> <ul style="list-style-type: none"> <li>• CWEDD Regional Video Proposal</li> <li>• Reschedule of November CWEDD Executive Committee meeting. New Date proposed: Thursday, November 20<sup>th</sup> from 11am to 12pm.</li> <li>• Executive Committee Member Updates</li> </ul>	<p><b>Other Business:</b></p> <p><i>Letter of Support –</i> The committee discussed a letter of support for Linn-Benton Community College's grant application, which would allow them to continue their underrepresented business program. Justin Peterson clarified that the Economic Development District would act as a pass-through for the grant funds.</p> <p><i>CWEDD Regional Video Proposal -</i> Chair Schuytema abstained from voting on this topic. This marketing video will be to highlight the CEDS and the Region. The group noted approval to present this proposal at the CWEDD Board Meeting in September.</p>	

	<p><i>Reschedule of November CWEDD Executive Committee Meeting –</i>  In order to avoid the Thanksgiving Holiday Closure, the group agreed to reschedule the November CWEDD Executive Committee meeting for Thursday, November 20, 2025, from 11am to 12pm.</p> <p><i>Executive Committee Member Updates -</i>  Kelly Hart informed the members and staff that she has taken another job with Oregon City and Ron Whitlatch from the City of Lebanon will be taking over effective in September.</p> <p>Councilor Ervin shared the City of Cottage Grove with the main street work that is happening now. There will also be a Gold-Digging world record attempt in September.</p> <p>Chair Schuytema shared Oregon Coast Community College has their new building groundbreaking on September 11<sup>th</sup>. Additionally, for the Cascades West Innovation Hub project, RAIN Catalysts are the new lead.</p> <p>Matt Lehman, CED Planning Manager, shared information regarding the Mass Timber Webinar coming up on September 11<sup>th</sup> as well from 2:00pm to 3:30pm via Microsoft Teams. For more information, please reach out to OCWCOG Grant Writer Susan Patterson (<a href="mailto:spatterson@ocwcoq.org">spatterson@ocwcoq.org</a>).</p>	
9. Adjournment	<p><i>The next CWEDD Executive Meeting is scheduled for November 20, 2025.</i></p>	<p><b>The meeting was adjourned at 12:00 pm by The Chair Paul Schuytema.</b></p>

**ARTICLES OF AGREEMENT**

**CASCADES WEST ECONOMIC DEVELOPMENT DISTRICT**

**ARTICLE I. NAME**

The name of this organization shall be Cascades West Economic Development District, hereinafter referred to as the District.

**ARTICLE II. AUTHORIZATION**

The authorization for the establishment of this agreement is set forth in state enabling legislation (ORS 190.003 to 190.110) and by agreement between its parties.

**ARTICLE III. PURPOSE**

**(A) Purpose**

This agreement is entered into by Oregon Cascades West Council of Governments, hereinafter “OCWCOG,” and Lane Council of Governments, hereinafter “LCOG,” for the purpose of allowing Benton, Linn, Lincoln, and Lane Counties to benefit from the services of an Economic Development District Organization recognized by the federal Economic Development Administration, an agency of the U.S. Department of Commerce.

**(B) Duties**

1. To assist in the preparation and adoption of a Comprehensive Economic Development Strategy for the District and expand upon and update the Strategy document thereafter.
2. To prepare and execute such programs of research and services as may be necessary and advisable to carrying out its purposes.
3. To contract with persons or firms or other units and levels of government to carry out the purposes of the Economic Development District.
4. To prepare periodic reports as may be required by the bylaws of the Economic Development District or federal or State legislation or regulations pertaining thereto.
5. To purchase, receive, lease, take by gift or bequest, or otherwise acquire, own, hold, improve, and use real or personal property, or any interest therein, wherever situated within the District.
6. To incur expenses as necessary and permitted by law to carry out its functions.

7. To receive grants, gifts, contributions, and donations which may be made to it for its use and purposes.
8. To publish reports and studies in connection with its work which may be of benefit to its members or other agencies or programs within or outside the District.
9. To prepare an annual report on the economic development activities of the District since its previous report.

#### **ARTICLE IV. DISTRICT BOARD AND STRATEGIC COMMITTEES**

- (A) The District shall be governed by a Board of twenty (20) members. Six (6) members shall be the members of the Oregon Cascades West Council of Governments Executive Board, six (6) members shall be members of the Lane Council of Governments Executive Committee, and eight (8) members shall be representatives of economic interests. These eight (8) representatives shall be representatives of each District County who are not elected officials.
- (B) Economic Committees on the Board shall be appointed to the Board by the Councils of Governments which are parties to this agreement in any manner which those Councils may provide. It is the intent that the appointee represents the economic interest of the county.
- (C) The members of the Comprehensive Economic Development Strategy Committee for the District shall be appointed by the Councils of Governments which are parties to this agreement in any manner which those Councils may provide. Federal requirements and an equal membership between the two Council of Governments areas will be considered in making appointments to this Committee.

#### **ARTICLE V. STAFF**

The Oregon Cascades West Council of Governments provides the primary staff to the District Board, and serves as the lead administrative unit of the District.

#### **ARTICLE VI. BYLAWS**

Bylaws for the Economic Development District Governing Board shall be adopted by the Councils of Governments which are parties to this agreement. The Economic Development District shall not prescribe its own bylaws.

#### **ARTICLE VII. AMENDMENTS**

Amendments to this agreement may be made by agreement of the parties.

#### **ARTICLE VIII. TERMINATION**

This agreement may be terminated upon mutual agreement at any time by either party provided that a 30 days written notice has been given to the other party and at least 30 days before the next District Board meeting

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in the names of the respective agencies by resolution ~~adopted~~ by the governing bodies, signed by the Chief Executive, as appropriate, duly attested to by the respective clerk, recorder, or secretary.

OREGON CASCADES WEST  
COUNCIL OF GOVERNMENTS

  
Date June 16, 2020

LANE COUNCIL OF GOVERNMENTS

  
Date 6.16.2020

**CASCADES WEST ECONOMIC DEVELOPMENT DISTRICT GOVERNING BOARD****BYLAWS****I. PURPOSE AND DUTIES**

The purpose of the Cascades West Economic Development District Governing Board(District Board) is to serve as the governing body of the Cascades West Economic Development District (District), which is an Economic Development District Organization recognized by the federal U.S. Department of Commerce Economic Development Administration. Purpose and duties of the District are enumerated in its Articles of Agreement.

**II. MEMBERSHIP, TERMS, VACANCIES, AND REMOVAL**

- (A) The District shall be governed by a District Board of twenty (20) members, appointed as specified in the District's Articles of Agreement.
- (B) Each District Board member serving as a representative of the Lane Council of Governments (LCOG) Executive Committee or the Oregon Cascades West Council of Governments (OCWCOG) Executive Board shall serve on the Cascades West Economic Development District Governing Board as long as their Council of Governments term lasts. Each District Board member who is a county representative shall be reaffirmed or reappointed, annually.
- (C) County District Board Members are subject to removal if they miss two (2) consecutive District Board meetings. In such an event, the Council of Governments which originally appointed the representative may remove that member from the District Board. The district Governing Board may request the removal, but shall not have the power of removal.
- (D) In order to be eligible for various types of federal Economic Development Administration assistance, including public works and loan guarantee programs, areas must actively participate in the Economic Development District's planning process. County government participation provides for inclusion of its incorporated area. Active participation is defined as being a member of the Council of Governments:

**III. ORGANIZATIONAL PROCEDURES**

- (A) The District Board shall meet at least once a year. At least one (1) month notice shall be given to the membership for a regular meeting. Regular meetings shall be held in Benton, Lincoln, Lane, or Linn Counties.

- (B) Additional meetings in person, or electronically, may be called by the Chair with the concurrence of two (2) additional members, or by a majority of the full membership of the District Board.
- (C) Meetings may be held by telephone or other means of electronic communication, and the District Board members may participate in any meeting by telephone or other means of electronic communication with advance notice of 48 hours given to staff. Such telephonic or electronic participation may only occur if the meeting is called to order at a location where all District Board members and any member of the general public can attend, understand, and either hear or read the comments of all members participating in the meeting.
- (D) Each member shall be entitled to one vote on matters before the District Board.
- (E) A quorum shall consist of a simple majority of the membership of the District Board.
- (F) Except as otherwise provided in these Bylaws, a simple majority of the members present and voting shall be sufficient to decide a question before the District Board.
- (G) Unless otherwise specified, Roberts Rules of Order Revised shall govern the proceedings of the meetings of the Board.

#### **IV. OFFICERS**

- (A) The officers of the District Board shall consist of a Chair and Vice-Chair elected from among the representatives and by the duly appointed representatives on the District Board for one-year terms after March 1st. Officers may be re-elected for up to three consecutive terms.
- (B) A vacancy in the office of Chair of the District shall be filled by the Vice-Chair for the unexpired term. In such an event, a new Vice-Chair shall be elected, at the next regular or special meeting of the District Board and they shall serve the balance of their term of that office.
- (C) Duties of the Chair: The Chair shall have general supervisory and direction powers of the District, shall preside at all District meetings, and shall be a non-voting ex-officio member of all committees of the District. The Chair is the sole official spokesperson of the governing body on all matters of policy and position, unless this responsibility is delegated in writing or electronically, to another member of the governing body, or a member of a board or committee appointed by the governing body.

(D) Duties of the Vice-Chair: In the absence of the Chair, the Vice-Chair shall execute all the powers of the Chair.

The Chair and Vice-Chair shall not be residents of the same Council of Governments Region.

## **V. ELECTION OF OFFICERS**

(A) An annual organizational meeting shall be held by the District Board no later than June 30th of each year during which officers for the coming year will be elected at that meeting

(B) Nominations may be made from the floor and candidates receiving a simple majority vote of those members present at the annual organizational meeting shall be declared elected.

## **VI. COMMITTEES OF THE DISTRICT BOARD**

(A) A Comprehensive Economic Development Strategy Committee for the District will be appointed by the Boards of the Councils of Governments. Federal requirements and balancing membership between the two Council of Governments areas will be considered in appointing the Strategy Committee.

(B) Executive Committee

1. Composition: An executive committee shall consist of one representative from each County, and one at large member for a total of five. The board chair, and board vice chair, shall serve as the chair and vice chair respectively, of the executive committee. The representatives of each County shall be selected annually by the CWEDD board.
2. Duties: The duties of the executive committee will include, but will not be limited to, acting on behalf of the CWEDD board between meetings. Taking action in situations determined by the Chair to be urgent. Be responsible for routine housekeeping duties, such as determining the content of agendas. Taking needed timely action on issues within the context of decisions or positions previously taken by the CWEDD board. However, the executive committee shall refrain from action on items that can wait for a regular CWEDD board meeting, and refrain from making decisions regarding project priorities.
3. Chair and Vice-Chair: The chair and vice-chair of the board shall serve as the chair and vice chair of the executive committee and will have similar roles and authority as the chair and vice-chair of the board.
4. Meetings and Quorum: A quorum shall be four of five members present. Alternates may serve on the executive committee if the representative is not able to attend a meeting and if the representative so decides. The Executive Committee shall meet as called by the Chair or CWEDD Staff. Meetings of the Executive Committee shall be conducted in compliance with the Oregon Public Meetings Law as described in ORS 192.610 through ORS 192.690.
5. Decisions and Recommendations: Decisions and recommendations of the Executive Committee will be communicated to the CWEDD board. When possible that communication shall be in writing via a memorandum.

(C) In order to carry out work of the District Board, committees may be created by a majority vote of the District Board. The purpose and scope of activity of each committee shall be outlined in writing.

(D) The Chair may appoint committee chairs and members.

## VII. STAFF AND FINANCES

- (A) The OCWCOG shall provide staff and administrative services for the Cascades West Economic Development District. The Executive Director of OCWCOG shall be the Executive Director of the Cascades West Economic Development District.
- (B) At the direction of the District Board, the Executive Director is empowered to pursue and enter into such contracts, grants, and agreements as to carry out the planning functions of the district consistent with the adopted Comprehensive Economic Development Strategy (CEDS).
- (C) The District shall be funded by grants, gifts, contracts, and contributions. All revenue shall be deposited with the OCWCOG for use in conducting the Cascades West Economic Development District work program. Cascades West Economic Development District funds so deposited shall be accounted for in a manner that maintains this identity separate from other revenues of OCWCOG; however, they shall be integrated into the OCWCOG normal accounting system and audited as a part of the OCWCOG's annual audit. OCWCOG will provide an annual account summary at the same meeting in which the Chair and Vice Chair will be elected.
- (D) Expenditures shall be authorized, approved and completed as if they were OCWCOG expenditures. The Cascades West Economic Development District shall be assessed its share of OCWCOG indirect costs in the same manner as other programs of OCWCOG.

## VIII. AMENDMENTS

Amendments to these Bylaws shall be adopted by the Councils of Governments which are parties to the Articles of Agreement establishing the Cascades West Economic Development District. The District Board shall not amend its own bylaws, but may propose amendments for the consideration of the Councils of Governments.

IN WITNESS WHEREOF, the parties hereto have caused these Bylaws to be adopted by motion of their respective governing bodies, signed by the Chief Executive Officer and duly attested to by the respective clerk, recorder, or secretary.

OREGON CASCADES WEST  
COUNCIL OF GOVERNMENTS



01/25/22

Date

LANE COUNCIL OF COUNCIL OF  
GOVERNMENTS



November 10, 2021

Date

ATTEST:





## Board Meeting

December 11, 2025  
9:00 am – 11:00 am

ABC Meeting Room  
1400 Queen Ave., Albany OR 97322  
*or*  
Join Virtually via Teams  
TEAMS Meeting by clicking [HERE](#)  
Meeting ID: 291 224 730 274  
Passcode: wwgDy8  
Mobile 1 Click Number:  
[+ 1 872-242-8088](tel:+18722428088)  
Phone Conference ID: 347 254 52#

## AGENDA

1.	9:00	<b>Call to Order &amp; Agenda Review</b> <i>Welcome to Albany!</i>	Chair, Paul Schuytema
2.	9:05	<b>Roll Call</b>	Staff, Justin Peterson
3.	9:10	<b>Public Comment</b>	Chair
4.	9:12	<b>Minutes of September 11, 2025, Meeting</b> ( <a href="#">Attachment A</a> )	Chair
<b>ACTION:</b> Approval of Minutes			
5.	9:15	<b>CWEDD Board Membership Discussion Continued</b> Discussion about the CWEDD Membership and future updates to the membership ( <a href="#">Attachment B</a> )	Staff, Justin Peterson
<b>ACTION:</b> Approval for Staff to start drafting Membership updates			
6.	9:30	<b>Commercial Property Assessed Clean Energy (CPACE)</b> Presentation on the Benton County CPACE program. <a href="#">CPACE - Corvallis Economic Development Office</a>	Guest, Christopher Jacobs
<b>ACTION:</b> Discussion			
7.	9:45	<b>Northwest Oregon Works – Youth Programs</b> Overview of Northwest Oregon Works Youth Programs. Funding streams we have and what they are supporting.	Guest, Logan Garner
<b>ACTION:</b> Discussion			

8.	<b>10:00</b>	<b>LBCC Small Business Development Center (SBDC)</b> <i>Overview of SBDC business development programs and services in Linn and Benton counties</i>	<b>Guest, Britt Hoskins - Director</b>
<b>ACTION:</b> Discussion			
8.	<b>10:15</b>	<b>LCOG Broadband</b>	<b>Staff, Jacob Callister</b>
<b>ACTION:</b> Discussion			
9.	<b>10:45</b>	<b>Discussion: CEDS Working Groups (Open time for any questions) (Attachment D)</b>	<b>Chair/ Staff, Justin Peterson</b>
<ul style="list-style-type: none"> <li>• <i>Innovation Hubs</i></li> <li>• <i>Broadband Action Team (BAT)</i></li> <li>• <i>Blue Economy Update from EDALC</i></li> <li>• <i>Cascades West Regional Consortium (CWRC)</i></li> <li>• <i>Early Childhood Education (new appointee needed)</i></li> <li>• <i>Rural Economic Alliance (REAL)</i></li> <li>• <i>Lane Economic Committee (LEC)</i></li> <li>• <i>Other workgroup updates?</i></li> </ul>			
10.	<b>10:50</b>	<b>Other Business (if time allows)</b>	<b>Chair/Staff</b>
<ul style="list-style-type: none"> <li>• <i>CEDS/CWEDD Marketing Video Update</i></li> <li>• <i>Next regional meeting discussion (Spring 2026 or Fall 2026?)</i></li> <li>• <i>Regionally Significant Updates – by County (Examples – a large manufacturing company announced a new site, other board meetings you attend)</i></li> <li>• <i>CEDS/CWEDD Report (Attachment E)</i></li> <li>• <i>2026 Meeting Schedule (Attachment F)</i></li> <li>• <i>Topics for 2026 meetings?</i></li> </ul>			
11.	<b>11:00</b>	<b>Adjournment</b> <i>Next Meeting: March 12, 2026 in Lane County</i>	<b>Chair</b>

OCWCOG Members	Title	Jurisdiction	Attendance
Nancy Wyse	Commissioner	Benton County	
Claire Hall	Commissioner	Lincoln County	
Alex Johnson II	Mayor	City of Albany	
Sherrie Sprenger	Commissioner	Linn County	
Charles Maughn	Mayor	City of Corvallis	
Rick Booth	Mayor	City of Waldport	
Paul Schuytema	Executive Director	EDALC	
Chris Workman	City Manager	City of Philomath	
Kelly Hart	CED Director	City of Lebanon	
John Pascone	President	LEDG	
Pam Barlow-Lind	Planning Director	CTSI	
Sophie Adams	ED Manager	City of Albany	
Lane Members	Title	Jurisdiction	Attendance
Bryan Cutchen	Mayor	City of Oakridge	
Sherry Duerst-Higgins	Board Member	Lane ESD/South Land SD	
Randy Groves	City Councilor	City of Eugene	
Ashley Espinoza	Board Member	Bethel School District Board Member	
Steve Racca	Board Member	Fern Ridge Library District	
Pete Knox	Board Member	Lane Transit District	
Greg Ervin	Council Member	City of Cottage Grove	
Matt Michel	City Manager	City of Veneta	

**Quorum Requirement:** CWEDD business may be conducted provided a quorum of members attends. A quorum shall consist of a simple majority of the membership of the District Board. The CWEDD members may participate by telephone or other means of electronic communication, provided the meeting is called to order at a meeting place where the public can attend, hear, understand and/or read the comments of the members participating by telephone or electronic means and the members so participating can fully hear, understand, and/or read the comments of the other members participating in the meeting.

**Cascades West Economic Development District (CWEDD)****Annual Performance Progress Report****October 2024 – September 2025****ED23SEA3020007**

The annual update is provided below with a list of accomplishments. The annual report is organized based on the submitted work plan with the CEDS priority areas identified in parentheses.

**Evaluation of Progress on Action Plan and Goals**

- ◆ The CWEDD Board adopted the 2025-2030 Comprehensive Economic Development Strategy at the September 11<sup>th</sup>, 2025, Board meeting.
- ◆ Staff continued to work with the CWEDD Board to develop work groups. Progress on work groups was discussed below. This work is ongoing.
- ◆ Staff created additional CEDS-related documents to better communicate and add clarity to the priority areas of the CEDS. This includes an Executive Summary. Staff plans to update the CEDS Executive Summary to reflect the 2025-2030 CEDS.
- ◆ Staff continued to work with the CWEDD Executive Committee and CWEDD Board to write letters of support for projects in alignment with the CEDS. Staff worked with the Executive Committee and Board to create letter of support request guidelines. This work is ongoing and staff wrote several letters of support in 2024 and 2025.
- ◆ Work is ongoing with partners and practitioners across the district to implement strategies. Many of the goals and activities identified in the CEDS are implemented at the local level. Staff continue to communicate with economic development practitioners in the region and support local economic development work. Implementation activities are listed above; however, staff recognize that other economic development work is ongoing throughout the region.
- ◆ Additional funding through HB3395 was secured to continue grant support to our communities. Staff worked with several communities to move housing related infrastructure projects forward.
- ◆ Each of the Five CEDS priority areas included performance indicators to measure implementation activities. Staff updated the indicators in the 2025-2030 CEDS and will continue to work on tracking indicators.

**Schedule of Goals for the Next Year**

- ◆ Staff will work with the CWEDD Board to refine working groups



- ♦ Staff will continue to use CEDS marketing materials to increase awareness of regional priorities. This will include the completion of a CEDS/CWEDD marketing video and an updated CEDS Executive Summary.
- ♦ Staff will work with the CWEDD Board to update the membership list to improve broad representation of the region.
- ♦ Staff will continue to work with the CWEDD Executive Committee and CWEDD Board to write letters of support for projects that are in alignment with the CEDS.
- ♦ Throughout the five years of the new 2025-2030 CEDS, economic development practitioners in the region will be asked to participate in the CWEDD work with the CEDS and report on their progress on the collaborative priority area work. Staff will work with partners to report regional economic development projects on annual reports.
- ♦ Staff will implement HB3395 funding to support grant writing and administration to our communities. Staff will continue to advocate for continued funding for this work.
- ♦ Each of the Five CEDS priority areas included performance indicators to measure implementation activities. The indicators were updated to be more concrete and easier to track. Staff will work on efforts to better track implementation efforts related to the performance indicators. Staff previously created a “Project Tracker” and shares the project list at every CWEDD Board meeting. The Project Tracker will be used to better track economic development efforts funded throughout the region. This is intended to be an informational tool and an inspirational tool to encourage jurisdictions to explore grant opportunities. Staff will explore additional indicators to track during the CEDS update process.

#### **October 1, 2024 – September 30, 2025 update**

---

**Tasks 1-3: Quarterly CWEDD Board Meetings and Quarterly CWEDD Executive Meetings, Annual CEDS Update, and Attend a minimum of one training event per year – Ongoing**

- The CWEDD Board adopted the 2025-2030 Comprehensive Economic Development Strategy at the September 11<sup>th</sup>, 2025 Board meeting. The CEDS was submitted and approved by the EDA in the online EDGE portal. Major updates included updated priority areas, connecting the CEDS to state and federal priorities, and more concrete metrics for tracking progress.

	Priority Area 1	Regional Collaboration and Partnerships
	Priority Area 2	Grow Economic Vitality Through Business Development
	Priority Area 3	Infrastructure Resilience
	Priority Area 4	Foundations for Economic Wellbeing
	Priority Area 5	Rural Vitality



- The CWEDD Board held meetings on November 14<sup>th</sup>, 2024, January 9<sup>th</sup>, 2024, March 6<sup>th</sup>, 2025, June 12<sup>th</sup>, 2025, and September 11<sup>th</sup>, 2025 during this planning period. Board meeting topics included working groups, a Comprehensive Economic Development (CEDS) update, the Regional Innovation Engine at Oregon State University (OSU), HB3395 Housing Infrastructure Funding, an Introduction to AI in Regional Economic Development, the Central Coast Food Web, Childcare, appointment of a CEDS Strategy Committee, the Cascades West Innovation Hub, Abilities Diner and Bakery in Eugene, the Oregon Coast Advanced Technology and Trades Center and New Curriculum Development, the Linn Benton Brownfields Grant, and Board Membership.
- CWEDD Staff started discussions on Board membership updates to better reflect the region and improve board member attendance.
- The Executive Committee meets before each CWEDD Board Meeting. The CWEDD Executive Committee helped establish agendas, approved letters of support, and helped CWEDD stay agile to meet the needs of the region.
- CWEDD Staff continued to evaluate the best way to monitor CEDS metrics.
- CWEDD Staff continued to participate with the OEDD group with representatives from all of Oregon's Economic Development Districts. OEDD Directors meet monthly. OEDD also includes a Loan Staff subcommittee and a monthly Housing Capacity check-in.
- CWEDD Staff hosts a quarterly Economic Development Practitioners luncheon, rotating locations throughout the region.
- CWEDD Staff also staff the Cascades West Regional Consortium (CWRC) to address Wetlands issues around the region. CWRC meets quarterly.
- CWEDD Staff attended the Business Oregon Incentives Regional Workshop in Albany on September 23<sup>rd</sup>.
- CWEDD Staff hosted a Mass Timber in Housing webinar on September 11<sup>th</sup>. Presenters included Industry practitioners, DLCD staff and OSU staff.
- CWEDD Staff attended the Knife River/Willamette Workforce Listening Session on April 7<sup>th</sup>.
- CWEDD Staff attended the OAPA Conference in Portland on October 17<sup>th</sup> and 18<sup>th</sup>.
- CWEDD Staff attended the Oregon Coast Economic Summit in Coos Bay on September 25<sup>th</sup> and 26<sup>th</sup>.
- CWEDD Staff attended the Oregon Infrastructure Summit in Seaside Oregon on September 8<sup>th</sup> and 9<sup>th</sup>.

Task 4: Build Partnerships and Collaboration (Priority Area 1: Regional Collaboration and Partnerships, and Priority Area 4: Foundations for Economic Well-being) – Ongoing



- Staff established a regional network of CWEDD stakeholders. A list of county level staff that can support more localized CWEDD efforts has been completed and will be periodically updated.
- Staff continued to maintain the OCWCOG website with current CWEDD information.
- Staff continued to serve our rural communities.
- Staff participated in the Regional Solutions Team (RST) meetings and visited our rural communities to hear their pressing infrastructure needs. We work with Department of Environmental Quality (DEQ), Department of Land Conservation and Development (DLCD), United States Department of Agriculture (USDA), and Business Oregon on the best way to address these needs. The RST visited Newport, Albany, Yachats, Corvallis and Sweet Home during this planning period.
- Staff regularly attended events targeted at start-up and emerging businesses and support the retention and expansion of existing businesses.
- Staff continued regular meetings and relationships with key regional partners to include Ports, economic development leaders, state officials and business incubators.
- Staff updated the Linn, Benton, and Lincoln Business Referral Network Document in 2025 and will continue to maintain the document.
- Staff have remained active with the Oregon Economic Development Districts (OEDD) organization.
- Staff attend the monthly Benton County EDO meeting.
- Staff maintained the Economic Districts member binders. Member binders included a handbook, acronyms and glossary, board of directors list, board schedule, CEDS handout, bylaws and articles of agreement.
- CWEDD/OCWCOG completed work on a grant for Groundwork for the Innovation Hubs work. The Innovation Hub work is being continued by RAIN and Collaborative EDO.
- Staff provided support to member communities to evaluate opportunities for EDA funding and other state/federal grants and programs.
- Staff implemented a Transit Workforce Enhancement project in conjunction with Benton County and LBCC to increase the pool of drivers available to Transit Providers in the Benton County service area.
- LCOG continued to provide Technology Support Services to Curry County who experienced a cyberattack in 2022 and was invited to participate in the Curry County Cyber Security Summit in May. They shared their knowledge by giving presentations and talking with government and public agency workers about how to keep their information safe. This partnership is expanding community service reach and partnership beyond the EDD. This activity also addresses Rural Vitality.



- LCOG migrated to .GOV, which provides protection for the services LCOG provides to other agencies. Earlier this year, LCOG assisted four member sites with migration to .GOV for email and web hosting, resulting in substantial cybersecurity benefits.
- Continued to developed clear and objective code amendments for housing in Residential Areas of Lane County in response to HB 3197.
- LCOG continued to serve as consultant to update the City of Creswell's Economic Opportunities Analysis Plan with partial funding secured from the State Department of State Lands.
- Staff continued to assist the City of Springfield with its Local Wetland and Riparian Area Inventory and protection program(s), including for commercial and industrial area of North Gateway.
- Continued to fill a critical need in Junction City to provide on-site Planning Services two days a week.
- The Economic Development Practitioners lunch has been updated to better meet the needs of our regional partners. The meetings will be quarterly with additional meetings as needed.
- LCOG continued to staff the Lane Economic Committee (LEC). OCWCOG Staff are now actively attending the LEC meetings. The LEC is an advisory committee to the LCOG Board. The goal is for greater collaboration between the LEC and CWEDD Board. Two LEC Members are CWEDD Board members.
- The CWEDD Region has two Early Learning Hubs: The Lane Early Learning Alliance and the Early Learning Hub of Linn, Benton, and Lincoln Counties. Onward Eugene hired a Childcare Sector Strategist for the Lane County area. The role is focused on finding solutions to the childcare crisis in Lane County and is funded in part by United Way of Lane County.
- Staff participate in a Childcare working group for Linn, Benton, and Lincoln Counties focused on economic development and workforce. Goals include Regional Collaboration, Childcare Needs Messaging, Affordable Care, and Recruitment/Retention of Workforce. The group continues to monitor available grants in which to apply. Childcare affordability and availability continue to impact economic development in our region and are key components of workforce support.
- CWEDD is unique, in that it is comprised of three different Workforce Investment Boards (WIBs), which are: Willamette Workforce Partnership (Linn County), Northwest Oregon Works (Benton and Lincoln Counties), and Lane Workforce Partnership (Lane County). Staff continue to engage with the WIBs in our region to discuss and support workforce efforts.
- Staff provided ongoing support to member communities to evaluate opportunities for EDA funding. Several grants for the Build Back Better (BBB) grant opportunity included our region. The Mass Timber project was awarded Phase II funding. The University of



Oregon and Oregon State University are in our region and are key stakeholders in the effort. Staff will continue to inform the region about the Mass Timber effort and attend stakeholder meetings. This also addresses regional collaboration and sector diversification through business development.

- Began work under the \$8.5 million for broadband deployment to Lane County residents through the Oregon Broadband Office's first of two major deployment programs, the Broadband Deployment Program. This project will bring affordable and reliable, high-speed internet access to more than 1,900 homes across rural Lane County and parts of rural Douglas County. A total of 11 project sub-areas are slated for funding across both counties. Of the locations, 1,485 are currently unserved by "broadband" (i.e. they have no service, or service below 25 Mbps upload and 3 Mbps download).

#### Task 5: Expand Strategic Cross Sector Partnerships – Ongoing

- Staff continued to provide administrative support for the Cascades West Regional Consortium (CWRC). Staff invited Regional Solutions Staff to present about potential legislative updates related to wetlands. Staff submitted a Department of Land Conservation and Development (DLCD) grant for Phase II of a business plan to create a public wetlands bank. Unfortunately, the grant was not awarded.
- Staff are discussing the impact of upcoming transportation projects with Albany Area Metropolitan Planning Organization (AAMPO), Corvallis Area Metropolitan Planning Organization (CAMPO), and Cascades West Area Commission on Transportation (CWAUT) on economic development in the region.
- The Mass Timber project was awarded Phase II Build Back Better (BBB) funding. The University of Oregon and Oregon State University are in our region and are key stakeholders in the effort. Staff will continue to inform the region about the Mass Timber effort and attend stakeholder meetings. Staff hosted a Mass Timber Webinar on September 11, 2025 that included Timberlab and Freres Timber from industry, Oregon State University from academia and DLCD to discuss code language.
- Oregon Economic Development Association Professional Development Presentation for New Practitioners, Grants 101 on April 2, 2025.

#### Task 6: Update the Comprehensive Economic Development Strategy – Ongoing

- Staff actively worked on the CEDS update and the CWEDD Board adopted the 2025-2030 CEDS at the September 11, 2025 meeting. This work included a background data update working with the Oregon Employment Department (OED), a strengths, weaknesses, opportunities, and threats (SWOT) chapter update, three Strategy Committee meetings, review at multiple board meetings, and a 30-day public comment period.



- Staff hosted a regional economic development meeting on October 29th at the Benton County Fairgrounds. This included presentations on EDA grants, childcare, an economic state of the region, Regional Solutions Teams (RST), and workforce partners. This event officially kicked off the CEDS update process.

**Task 7: Enhance Regional Visibility – Ongoing**

- The conversations around enhancing regional visibility are ongoing.
- Regular monthly or bi-monthly emails have been sent to District partner agencies and interested parties containing economic development news updates, events, and funding opportunities.
- Staff continued to write letters of support for regional projects. In addition, Staff created and the CWEDD Board approved letter of support guidelines to develop a process for approving letters.
- Staff are working with the Economic Development Alliance of Lincoln County to complete a CEDS and CWEDD video. This will help bring visibility to the region and the importance of the CEDS.

**Task 8: Maintain Partnerships (See Task 4 Build Partnerships)**

- See Task 4 Above.

**Task 9: Identify and Leverage Funding Sources to Increase Resiliency (Priority Area 3: Infrastructure Resilience)**

- Staff are starting discussions on developing a prioritized list of regional needs.
- Continued to support large infrastructure projects, particularly those of regional significance.
- The Grant Administration Specialist continues to help identify and leverage funding sources. The position provides capacity support to cities in our region to apply for grant funding opportunities. For smaller jurisdiction, CWEDD staff can also provide grant administration and project management services.
- Staff worked with the Institute for Policy Research and Engagement (IPRE) to develop metrics research. Staff continues to discuss how to evaluate resiliency in the region.
- The conversations around identifying and leveraging funding sources to increase resiliency are ongoing.
- Staff continues to work on implementing the 2022 EPA Brownfields Coalition grant for Linn and Benton counties. The focus sites include a downtown Albany site, a mill site in Lebanon, a commercial site in Tangent, and a site in South Corvallis. A site in Sweet Home's downtown was recently added. Staff continued outreach to find additional sites in the region.



- Staff supported the City of Lebanon with Grant Prospecting and a Grant Street Waterline Replacement Abstract. Staff meet monthly with the city.
- Staff supported the City of Lebanon with a Housing Support Infrastructure Fund (HISF) grant that was awarded to complete a transportation and sewer infrastructure analysis for future housing on a 50 acre property in the city.
- Staff supported the City of Philomath with an Energy Transitions Initiative Partnership Project (EITPP) Energy Resiliency Grant Application.
- Continued to work with the SVMC RS Team to assist the City of Sodaville to improve access to clean drinking water. Assisted the city and secured an OHA Sustainable Infrastructure Planning Project grant of \$50,000 to conduct a water rate study.
- Supported the City of Toledo with a HISF grant to complete an infrastructure analysis on a property currently owned by ODF that may be donated to the city for housing.
- LCOG migrated to .GOV which helps protect the data and services LCOG provides to other agencies. Earlier this year, LCOG also assisted four member sites with migration to .GOV for email and web hosting, resulting in substantial cybersecurity benefits. Also Regional Collaboration and Partnerships and Infrastructure Resilience.
- Began work under the \$8.5 million for broadband deployment to Lane County residents through the Oregon Broadband Office's first of two major deployment programs, the Broadband Deployment Program. This project will bring affordable and reliable, high-speed internet access to more than 1,900 homes across rural Lane County and parts of rural Douglas County. A total of 11 project sub-areas are slated for funding across both counties. Of the locations, 1,485 are currently unserved by "broadband" (i.e. they have no service, or service below 25 Mbps upload and 3 Mbps download). Also Regional Collaboration and Partnerships and Infrastructure Resilience.
- Continued to developed clear and objective code amendments for housing in Residential Areas of Lane County in response to HB 3197.
- The LCOG Board approved the Revolving Loan Workplan for LCOG was awarded funds from the US Economic Development Administration (EDA) and as a condition of the award, the LCOG board must authorize approval of the administration workplan.

**Task 10: Rural Development (Priority Area 5: Rural Vitality)**

- Rural Development conversations and meetings are ongoing.
- CWEDD started the implementation of HB3395 Housing Infrastructure funding. The intent of the work is to support housing development in the region.
- Staff maintains a rural partner's email list. The email list will be used to share rural updates with communities in the region.



- Staff from LCOG and OCWCOG continue to coordinate. Regional broadband and telecommunications continue to be an area of interest and concern for partners exacerbated by the pandemic and the significantly increased need for virtual communications in professional, governmental and educational sectors. The goal is to ascertain the needs, challenges, and barriers associated with rural broadband development and service within the District and secure funding for implementation of increased access.
- Staff supported the City of Philomath with a DLCD housing TA grant application that was awarded to update their housing codes in compliance with state law.
- Staff supported the City of Tangent with a Parks Planning Grant and a Parks infrastructure grant. Both grants were recently awarded.
- Began work under the \$8.5 million for broadband deployment to Lane County residents through the Oregon Broadband Office's first of two major deployment programs, the Broadband Deployment Program. This project will bring affordable and reliable, high-speed internet access to more than 1,900 homes across rural Lane County and parts of rural Douglas County. A total of 11 project sub-areas are slated for funding across both counties. Of the locations, 1,485 are currently unserved by "broadband" (i.e. they have no service, or service below 25 Mbps upload and 3 Mbps download).
- Staff continued to attend the Broadband Action Team (BAT) meetings. Currently focused on educating our counties on how to utilize the broadband maps that provide unserved/underserved areas along with cost plans for wireless, fiber, and hybrid models.
- Staff continued to coordinate with the USDA local branch on grant opportunities.
- Staff continued to work with the City of Toledo on Planning Projects through an Intergovernmental Agreement.
- Staff continued to coordinate with the Rural Economic Alliance (REAL), a rural economic partnership that includes nine cities in Linn and Benton Counties.
- Staff completed work on a Mass Timber grant from the Oregon Department of Land Conservation and Development to conduct a professional development workshop for the construction industry that was held on September 11, 2025. The professional development workshop covered topics related to the Mass Timber manufacturing process, uses for Mass Timber in construction, building code updates and project examples from around the State of Oregon..
- Met monthly with the City of Lebanon to discuss funding needs for their wastewater treatment plant, library expansion, housing capacity and economic development.
- LCOG worked with Creswell and Emerald PUD, a primarily rural utility, to provide GIS and mapping support.



- LCOG migrated to .GOV which helps protect the data and services LCOG provides to other agencies. Earlier this year, LCOG also assisted four member sites with migration to .GOV for email and web hosting, resulting in substantial cybersecurity benefits. Also Regional Collaboration and Partnerships and Infrastructure Resilience.
- LCOG continued to develop clear and objective code amendments for housing in Residential Areas of Lane County in response to HB 3197.
- LCOG is preparing to release a new version of RLID (Regional Land Information Database – [www.rlid.org](http://www.rlid.org)). Built on a modern low-code platform, the upcoming RLID will be fully compliant with current web accessibility requirements and will deliver a streamlined, tablet-friendly interface designed for ease of use. These upgrades represent a major step forward in providing the RLID community with faster, more intuitive access to property, economic, land use and other information needed for economic development.
- In an effort to better serve seniors and adults with physical disabilities in rural Lane County, we have deployed a Mobile Outreach Services Vehicle to designated sites in rural Lane County to bring essential services directly to community members who may face challenges traveling to a S&DS's full-service location in Eugene, Cottage Grove, or Florence.