

Leesburg Economic Development Commission
REGULAR MONTHLY MEETING
September 7th, 2016 - 7 p.m.
DRAFT
25 West Market Street
Leesburg Town Hall- Lower Level 1

- **Call to Order**
- **Adoption of the Agenda**
- **Approval of Minutes (5 minutes)**
 - August 3rd, 2016
- **Petitioners (5 minutes each)**
- **Councilmember Comments (5 minutes)**
- **Liaison Commissioner Comments (5 minutes)**
- **Questions & Comments from the floor (5 minutes each)**
- **Presentations –**
- **Staff Report (5 minutes)**
- **Action/ EDC Map Discussion Items (45 minutes)**
 - **Enhance External Customer Service**
 - **Policy Recommendations**
 - **Survey** implementation to get increased visibility online for Leesburg businesses
 - October – Survey task force reports results, which determines November Forum topic
 - **Retention and Recruitment Metrics**
- **Commissioner Comments-** Economic based Commissioner Comments (5 minutes)
- **Chairman’s Comments-** (5 minutes)
- **Unfinished Business (5 minutes) –**
 - Diversity commission collaboration and liaison assignments
- **New Business (5 minutes)**
- **Adjournment**

If you require any type of reasonable accommodation, as a result of a physical, sensory or mental disability, to attend and/or participate in this meeting, please contact Kindra Harvey at 703-771-6530 kharvey@leesburgva.gov. Three days advance notice is requested.

**Leesburg Economic Development Commission Town
Hall Council Chambers
August 3rd, 2016 Meeting Minutes**

DRAFT-

| EDC members | | Guests | Liaisons |
|--------------------|---|------------------|------------------------------------|
| Gwen Pangle, Chair | Y | Donna Torraca | Technology Commissioner |
| Jim Sisley | Y | Sue Stipek | Eric Byrd |
| Eunggil Choi | Y | | Planning Commissioner |
| Paige Buscema | Y | | Brett Burk |
| Greg Hudson | Y | Staff | |
| Mo Hamilton | N | Kindra Harvey | Council Member |
| Vanessa Maddox | N | Marantha Edwards | Kelly Burk |
| | | | |

1. Call to Order

The meeting was called to order at 7:00 p.m. by Chair Gwen Pangle.

2. Adoption of the Agenda

Motion by Commissioner Sisley to adopt the agenda, 2nd by Commissioner Hudson. **Motion carries.**

3. Approval of Minutes-

July 6, 2016

Motion to approve the minutes Commissioner Sisley and 2nd by Commissioner Hudson. **Motion carries.**

4. Petitioners- None present.

5. Council Member Comments- None.

6. Liaison Commissioner Comments-

- **Planning Commission:** (Brett Burk) - None.
- **Technology Commission:** (Eric Byrd) – None.

7. Questions and Comments from the Floor-

- None

8. Presentations-

Donna Torraca and Sue Stipek, COPA/FOLPA, LOVE Sculpture

- 7”(H) x 12-17” (W) anchored LOVE sculpture, made with bike parts and gears, to be installed along the bike trail near the intersection of Harrison St. and Depot Court.
- Total cost is approximately \$6000. A powder coating will be applied to make the sculpture maintenance free.
- COPA/FOLPA is seeking EDC support to gain Council approval for sculpture installation.

Presentation to the Council set for October.

- **Motion** by Commissioner Sisley to write a letter to the Town Council to show EDC support of the LOVE sign being installed at the corner of Harrison Street and the W & OD Trail for the purposes that it attracts tourism, it supports the Artisan Trail, and it's complementary to the sculpture walk on the other side of Harrison Street. **2nd** by Commissioner Hudson. **Motion carries.**

9. Staff Report-

▪ **Success Stories:**

- Nina Tiaga of FedBiz IT Solutions (Washington Business Journal- CFO of the Year Awards)
- Lidl Grocery Store is officially moving to Leesburg.

▪ **Ribbon cutting/Ground Breaking (to be confirmed):**

- VA Storm Basketball Team – Press Conference & Ribbon Cutting August 5th 1:00pm
- Black Walnut Brewer, August 5th 4:00- - 210 South King Street
- Total Wine ribbon cutting, August 11th at 6:00pm – 1023 Edwards Ferry Rd- Battlefield Shopping Center
- King Street Oyster Bar-TBD
- Leesburg Diner- TBD
- Lowes – TBD- September
- B Donuts - TBD

▪ **Council meetings August 2016:**

- Public Parking
- Public Hearing – Flex Industrial Text Amendment
- Recognition of PhishMe

▪ **Events:**

- 1 Million Cups – Wednesdays at 9 am – MEC, 202 Church St

10. Action/Discussion Items

Enhance External Customer Service

Update from meeting with Town Manager:

- (Commissioner Sisley comment) Town Manager, Kaj Dentler had a meeting with the County Administrator, Tim Hemstreet, and the County Director of Information Technology, Wendy Wickens about improving efficiency in information technology and the business customer experience in doing business with the Town and County.
- (Commissioner Sisley comment) The goal is to simplify and improve the process for businesses to obtain permits, licensure, zoning, and inspections.

Policy Recommendations

Revisit EDC Map to include comprehensive parking

- **Motion** by Chair Pangle to add comprehensive parking to the EDC map and re-issue the map once parking has been added back. **2nd** by Commissioner Sisley. **Motion carries.**
- **Discussion about Map & App Development**
 - **Motion** by Commissioner Sisley to make map and app development the topic for the November business forum. **2nd** by Chair Pangle. **Discussion** (Commissioner Buscema comment) a motion was made in the July meeting that the Fall forum topic would be based on the Town budget to provide input from the business community to the Town Manager. **Motion Withdrawn** by Commissioner Sisley.

- **Motion** by Commissioner Sisley to issue a survey with the goal to identify how best to get businesses in Leesburg most visibility online. **2nd** by Chair Pangle. **Friendly Amendment** by Commissioner Buscema to keep the content of that survey to 3-4 questions. **Friendly amendment accepted** by Commissioner Sisley. **Motion carries.**

Retention and Recruitment Metrics

Business Award event summary brief

- (Commissioner Buscema comment) have each Commission nominate at least one business and that commission liaison present the award during the ceremony.
- (Commissioner Sisley comment) utilize a submission tool like <https://www.submittable.com/> to begin accepting nominations earlier.

Artisan Trail

- (Commissioner Sisley comment) there is a State issued contract being circulated by Visit Loudoun for review and comment.

Business Outreach- Diversity Commission

11. Commissioner comments-

- Commissioner Sisley- the commercial real estate market is good. The Town is experiencing tremendous growth.
- Commissioner Hudson- No comment.
- Commissioner Choi. July 27th 30 students and 5 teachers are visited Loudoun County from our Sister City in Korea. Thank you for your support.
- Commissioner Buscema. No comment.

12. Chairman's Comments:

- Seeing growth in business prospects and builders seeking commercial space and land.

13. Unfinished Business-

- None

14. New Business- Road Yachts.

Motion to adjourn: 9:00 pm, Commissioner Sisley, **2nd** by Commissioner Buscema. **Motion Carries.**

EDC staff report – September 2016

Council meetings September & October 2016

9/13 Recognition for Days Inn & VA Storm

9/26 Outsourcing Final Report

9/27 Recognition for FEDBIZ IT

10/11 COPA LoveWork Sculpture

Ribbon cutting/Ground Breaking

- Lowes –September 15th 9:30 am
- King Street Oyster Bar-TBD
- Leesburg Diner- TBD
- B Donuts - TBD

Events

- 1 Million Cups – Wednesdays at 9 am – MEC, 202 Church St

Success Stories

FedBiz, a Leesburg HUBZone company ranked #10 in Inc. 5000 for growth. Today, the company has numerous highly-coveted contracts to provide federal agencies with data storage, cloud computing and information security services. Led by Nina Tiaga, the company earned \$25.8 million in 2015 revenue, and is up a staggering 12,620 percent from 2012.



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August 9, 2016

The Honorable David S. Butler, Mayor, Town of Leesburg
Members of the Leesburg Town Council
25 West Market Street
Leesburg, Virginia 20176

RE: Installation of the LOVE Sculpture

Dear Mayor Butler and Members of Town Council,

The purpose of this letter is to express the Economic Development Commission's full support of COPA's recommendation for the installation of the LOVE sculpture at the corner of Harrison Street and the W & OD Trail for the purposes that it attracts tourism, it supports the Artisan Trail, and it is complementary to the sculpture walk on the other side of Harrison Street.

Sincerely,

A handwritten signature in blue ink that reads "Gwen Pangle". The signature is fluid and cursive, with the first name "Gwen" and last name "Pangle" clearly legible.

Gwen Pangle, Chair
Leesburg Economic Development Commission