

Leesburg Economic Development Commission
REGULAR MONTHLY MEETING
February 7th, 2018
25 West Market Street
Council Chambers

- **Call to Order**
- **Adoption of the Agenda**
- **Election of Officers**
- **Approval of Minutes**
 - December 2017
- **Petitioners** (5 minutes each)
- **Councilmember Comments** (5 minutes)
- **Liaison Commissioner Comments** (5 minutes)
- **Questions & Comments from the floor** (5 minutes each)
- **Presentations –**
 - Susan Henson, Regional Director, MEC - Leesburg
- **Staff Report**
- **Action/ EDC Map Discussion Items** (45 minutes)
 - **Enhance External Customer Service**
 - **Policy Recommendations**
 - **Retention and Recruitment Metrics**
- **Commissioner Comments-** Economic based Commissioner Comments (5 minutes)
- **Chairman’s Comments-** (5 minutes)
- **Unfinished Business** (5 minutes) –
- **New Business** (5 minutes)
- **Adjournment**

**Leesburg Economic Development Commission Town
Hall Council Chambers
December 6th, 2017 Meeting Minutes**

Draft

EDC members		Staff	Guests
Jim Sisley, Chair	Y	Marantha Edwards Russell Seymour	Brian Chavis
Eric Byrd, Vice Chair	Y	Chris Murphy	Ara Bagdasarian
Eunggil Choi	Y		
Tosha Woodard	N		
Joshua Thiel	Y		
Al Barney	N		
Mike McLister	N		

1. Call to Order

The meeting was called to order at 7:00 p.m. by Chairman Sisley.

2. Adoption of the Agenda

Motion by Commissioner Byrd to adopt the agenda, **2nd** by Commissioner Thiel. **Motion carries.**

3. Approval of Minutes-

Motion to approve the November 2017, 2017 minutes by Commissioner Byrd, **2nd** by Commissioner Thiel. Motion carries.

4. Petitioners-

- None

5. Questions and Comments from the Floor- None

6. Presentations-

- Brian Chavis – Loudoun County EDA
 - Presentation of information regarding Loudoun County EDA programs and projects that have been utilized within the Town and County.
 - Create and issue bonds
 - 501c3s (not churches), schools, manufacturing and airport related projects
 - Pass incentives on to companies in the County (and the Town)
 - Give away grant money to small entrepreneur programs (MEC audio visual)
 - Attainable housing program
 - Bond financing with federal tax credits for wage earner housing (Stone Spring housing project)

7. Staff Report-

- Chris Murphy presented his update on Food Trucks in Leesburg (beginning at 7.27 pm and ending at 8:35 pm on the webcast time clock) and the Chair has asked that the Town Council listen to that portion of the meeting to understand the shared vision of the EDC on Food Trucks. **Motion; Al Barney, 2nd Eric Byrd. Motion carries**
- Marantha Edwards provided the summary regarding next steps from the Town Manager's presentation on next steps regarding the Economic Development Steering Committee.

9. Action/Discussion Items

Motion; Delay Metrics discussion until after the Josh, 2nd by Byrd, when the Russell Seymour has had a chance to work with Town Senior staff

10. Commissioner comments-

- Commission Choi – Happy Holiday and New Year
- Commission Thiel – Welcome to Russell Seymour. Amazing Food Truck conversation, thankful that staff and Council asked for feedback. Thank you to Marantha Edwards.
- Commissioner Byrd – Important and valuable discussion, more of which EDC should discuss to share with Council. Hopefully more conversations such as that to be proactive about. Welcome Russell, thank You Marantha

11. Chairman's Comments:

- Chairman Sisley – Happy Holidays, appreciate everyone's efforts on behalf of the commissioners. Welcome to Russell. Thank you to Marantha. Sisley's term ends in 2018 and asks the commissioners to consider a role as chair or vice chair. Please support Eric Byrd as Chair. It has been a bang up year for Leesburg. Leesburg's future is bright. Pass a positive attitude among the community as the single action for the commission and council to take forward.

12. Unfinished Business-

- None

13. New Business-

- None

Motion to adjourn: 8:48 pm



*Economic Development Commission Road Map
Draft 2017-2018*

Enhance External Customer Service Focus

- ◆ Semi Annual Forums & Education Workshops
- ◆ Events
- ◆ Liaison to County Economic Development

Generating Conversations

Policy Recommendations

- ◆ Streamline Business Development Process—(Business Assistance Teams)
- ◆ Improve Ease of Doing Business with Town Departments
- ◆ Downtown Revitalization

Generating Jobs & Investment

Retention & Recruitment Metrics

- ◆ Marketing & Promotion
- ◆ Arts
- ◆ Business Outreach Programs

Generating Awareness