

Leesburg Economic Development Commission
REGULAR MONTHLY MEETING
May 2nd, 2018
25 West Market Street
Council Chambers

- **Call to Order**
- **Adoption of the Agenda**
- **Approval of Minutes**
 - April 2018
- **Petitioners** (5 minutes each)
- **Liaison Commissioner Comments** (5 minutes)
- **FOIA/COIA Training**
 - Eileen Boeing – Clerk of Council
 - Betsy Arnett – Public Information Officer
- **Staff Report**
- **EDC Committee Reports**
- **Commissioner Comments-** Economic based Commissioner Comments (5 minutes)
- **Chairman's Comments-** (5 minutes)
- **Old Business** (5 minutes)
- **New Business** (5 minutes)
- **Adjournment**

**Leesburg Economic Development Commission
Town Hall Council Chambers
Draft Meeting Minutes
April 4, 2018**

Commission Members Present: Erick Byrd (Chair), Al Barney, Brett Burk, Eunggil Choi, Nick McCarter, and Mary Harper.

Commission Members Absent: Jim Sisley

Staff Present: Economic Development Director Russell Seymour and Executive Associate I Corina Alvarez

AGENDA

1. Call to Order

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

2. Adoption of the Agenda

Motion by Commissioner Harper to adopt the agenda, seconded by Commissioner Burk.

3. Election of Officers

Motion by Commissioner Burk to elect Mary Harper as Vice Chair, seconded by Commissioner McCarter. **Motion carried.**

4. Approval of Minutes

Motion by Commissioner Burk to approve the minutes, seconded by Commissioner Choi. Commissioner Harper abstained since she was not yet a member of the EDC on March 7, 2018. **Motion carried.**

5. Petitioners

None.

6. Work Session Discussion

Commission members voted on the short and medium-term items that they will be working on for the next eight to eighteen months, and agreed on the following:

- Policy recommendations
 - Parking
 - Night time economy
- Customer service
 - Experiential tourism
 - Tour Leesburg App
- Retention and Recruitment
 - Buy/shop local program

Commission members also agreed on creating two subcommittees to address the following items:

- Small Business Forum/May 7
 - Responsible Commissioners
 - Al Barney
 - Nick McCarter
 - Eric Byrd
- Business Awards
 - Responsible Commissioners
 - To be determined in a future meeting

7. Unfinished Business

None.

8. New Business

None.

9. Adjournment

On a motion by Commissioner Harper, seconded by Burk the meeting was adjourned at 8:35 p.m.