

**TOWN OF ABINGDON, VIRGINIA
ECONOMIC DEVELOPMENT AUTHORITY
REGULAR STANDARD MEETING
THURSDAY, DECEMBER 12, 2019 – 3:00 P.M.
ARTHUR CAMPBELL ROOM – MUNICIPAL BUILDING**

A Regular Standard meeting of the Economic Development Authority was held on Thursday, December 12, 2019, at 3:00 pm in the Arthur Campbell Meeting Room in the Municipal Building.

**A. WELCOME, CALL TO ORDER, AGENDA REVIEW and APPROVAL - by
Nathan Berg – Chairman**

Meeting called to order and agenda approved.

B. ROLL CALL, ASCERTAIN QUORUM, REVIEW OF AGENDA

Members of the Board Present: Ms. Shanna Carrico
 Mr. Ernest Daniels
 Mr. Robert Trevorrow
 Mr. Kenneth Shuman
 Mr. Nathan Louis Berg

Members of the Board Absent: Mr. Don Adams
 Mr. Alex Brown

Administrative/Town Staff: Tonya Triplett, Community Development
 Coordinator
 Jayne Duehring, Director of Tourism
 Mrs. Janice Dornon, Administrative Assistant

Comprising a quorum of the Board

C. APPROVAL OF MINUTES

- October 17, 2019

A motion made by Kenny Shuman seconded by Robert Trevorrow to approve the October 17, 2019 minutes as presented.

D. APPOINTMENT OF EDA TREASURER

On motion of Nathan Berg, seconded by Ernest Daniels, for the appointment of Shanna Carrico as the EDA Treasurer.

The roll call vote was as follows:

Ms. Shanna Carrico	Abstained
Mr. Robert Trevorrow	Aye
Mr. Ernest Daniels	Aye
Mr. Kenneth Shuman	Aye
Mr. Nathan Berg	Aye

Ms. Carrico, Mr. Adams, and Mr. Berg will need to go to the Highlands Union Bank to change the signatures on the bank account over to them as current EDA members.

E. ECONOMIC DEVELOPMENT DIRECTOR REPORT

Tonya Triplett made the following announcements:

- Ms. Triplett is continuing to work on the DHR project.
- Ms. Triplett stated the survey funded by a grant should be completed by April 15, 2020. The project at the Arts Depot will be finished before April.
- Ms. Triplett announced that the sale of lots at the Tech Park will be promoted using drone footage.
- Mr. Morani and Ms. Triplett recently attended the Southwest Virginia Legislative breakfast and forum in Marion, VA.
- Mr. Triplett told the members that the Business Challenge offers \$5,000 to help a new business startup. A donor has committed to a \$7,500 donation to a business to produce nightlife in downtown Abingdon.
- Ms. Triplett announced two new business in Abingdon, Catering by Catherine, located in the old Allison Restaurant and Supper Simple at Exit 14, with an online ordering service.

F. TOURISM DIRECTOR REPORT

Jayne Duehring made the following announcements:

- Ms. Duehring told the members that with Barter Theatre extending their 2020 closing dates the nightlife in Abingdon is in danger. Due to this, the sales of the January Jams and the Abingdon Sessions tickets are more important. The Town

Council recognized that with Barter being dark longer that the need to generate added nightlife was prudent, so the Town Council committed to funding the Abingdon Sessions.

- Ms. Duering announced the Cycle Cross Event at the Tech Park on January 4th and 5th. This event will also host a BeerFest Garden.
- Mr. Duering told the board about a fundraising event for the Highland Festival, 10 local restaurants will offer a taste of their cuisine at a lower price during Restaurant week, March 5 – 9, 2020.
- Ms. Duehring stated that meal taxes are up 2%, lodging taxes are up 7%, and foot traffic at local hotels has increased. The average hotel stays in Abingdon costs \$94.00, having a 58% occupancy of hotel rooms The tourism website traffic is up by 17%, with 195,000 visitors.

G. OFFICER & COMMITTEE REPORTS, UNFINISHED BUSINESS

1. An invoice for Due North Media for \$700 for an ad in the Trade Industry Magazine needs to be paid, now that we have a Treasurer this can be taken care of.

2. Comprehensive Plan Update - No new updates

3. Façade Improvement Update

- Air Serve is in the process of renovating it's façade.
- Ms. Triplett has enough funding for two more façade improvements in her Town budget.
- Should EDA receive funds back from Abingdon Main Street the funds will be used for other façade improvements?
- For future endeavors, the EDA board will manage all functions of the requirement of selecting and monitoring the façade improvement funding.

H. NEW BUSINESS

Mr. Berg suggested that the board set achievable goals for the 2020 year.

1. Priorities for the Upcoming Year

- Create language to present to the Planning Commission about changing zoning ordinance to include Pocket Neighborhoods, a small cluster of smaller homes.
- Sponsor a website on the Town of Abingdon website, place a tab on the TOA website that would link to the EDA webpage. The cost and how to structure the site will need to be reviewed.
- Training for EDA members.
- Start Facade improvements using Ms. Triplett's incentive program.

- Encourage the DHCD roadshow to visit Abingdon
- Small Business job fair to be held February 20, 2020
- Washington County Department of Housing to include the Tech Park.
- Invite IDA to an EDA meeting

I. BUDGET FOR 2020

With the 2020 budget, the following objective could be obtained:

1. Promote the change of the zoning ordinance to include pocket neighborhoods, no cost attached
2. Cost of webpage creation and maintenance, cost allowance
3. Write a letter to Enterprise Zone, no cost involved.
4. Sponsor façade improvements.
5. EDA training, \$4,000.00 in last year's budget.

J. PUBLIC COMMENTS – None

K. OLD BUSINESS/MATTERS NOT ON THE AGENDA - None

L. ANNOUNCEMENTS

1. The next EDA meeting will be February 13, 2020, in the Arthur Campbell Room, first floor of Town Hall.

1. Priorities for the next meeting 1. Set up a budget with a contingency plan built in. 2. Contact Washington County members and setup a meeting. A special called meeting can also be arranged.

M. ADJOURNMENT

The Chairman adjourned the meeting.

The roll call vote was as follows:

Ms. Shanna Carrico	Aye
Mr. Robert Trevorrow	Aye
Mr. Ernest Daniels	Aye

December 12, 2019
Regular Standard Meeting

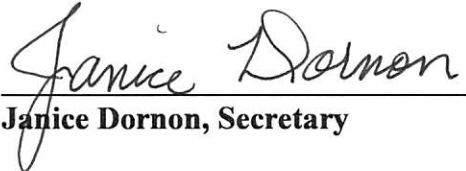
Mr. Kenneth Shuman
Mr. Nathan Berg

Aye
Aye

Meeting adjourned at 4:50 P. M.



Nathan Berg, Chairman



Janice Dornon, Secretary