

Boonsboro Economic Development Commission
Meeting Minutes
June 28, 2023

Meeting was called to order at 8:05 am

Present: Terri Packard, Natoma Vargason, Ron Humbel, Tyler Hornbecker, Dana Healy, Marie Oyster, Dianna Crisci-Palmer, Tiffany Ahalt, and Ray Hanson

Secretary's Report – one correction to the minutes under Misc. Comments, should be Food Truck Festival not Boonefest. Motion from Ron Humbel to approve, second by Natoma, motion carried.

Treasurer's Report: Presented by Ron Humbel; motion to approve by Tiffany Ahalt, second by Dianna Crisci-Palmer, motion carried. Our Fiscal Year 2024 budget was approved by the Mayor and Council as presented.

Ron Humbel is resigning as Treasurer of the EDC due to obligations to BTA. Natoma Vargason made a motion to nominate Glorianne Manley, second was received by Dana Healy; this motion was then tabled because Glorianne was not present at the meeting.

Council Liaison Report: Ray Hanson reported that a New Town Manager was hired and began working on 06/21/2023. His name is Jared Schumaker, and he was currently attending the MML Conference. The town also needs a new Town Planner. Bryan Wachtel and Kim Miller are both currently assisting with added duties to keep the town running. The priority is the Reservoir. Hanson gave an update on Fox Gap development. They are in default of \$1 million bond to the town. Natoma suggested that there are huge opportunities for recreation on that property and money available through the Open Space project that might go toward purchasing it.

Old Business:

- a. **Grant Opportunities: Marketing RFP - \$23,000** in this grant for tourism website. The group reviewed summary information on the 5 proposals received. Three were eliminated due to cost or appeal. The proposals from Skipjack and Revize will be scanned and emailed so everyone can read them in detail. We need to come up with a recommendation for which company we prefer and then present it to the Mayor & Council. There is an RFP for the Cultural Trail, waiting for new Town Manager to be in place before making the RFP public. Tiffany did also report on the National Road Museum and said that it is in a crisis situation. The electric/utilities are over \$2000 a month. They are struggling to make ends meet and may not be able to open until next year. She will come to July meeting with Town Council.
- b. **Downtown Beautification Project:** Terri will send Ray the current plan, and he will bring up a Monday's Mayor & Council Meeting. There was a Dog Park conversation – the Park Board did not discuss with EDC. Ray suggests it be closer to the Water Treatment plant and Community Garden. Dianna will attend the Park Board meeting this evening to discuss the Garden Tractor Pull during the Food Truck Festival.
- c. **Networking Breakfast Series: July 13th** at Crystal Grottoes from 6 to 8 pm. Tiffany met with Owner Cassie Downs and Manager Branden Jones. They are promoting heavily on social media, have cleaned up the place, and are doing a lot of business. There are 15-20 employees too. The CVB will do a 100-year recognition, proclamations by Mayor Long and Washington

County Business Development and an anniversary Ribbon Cutting by the EDC. There will be a Walk-thru of property on 07/10/2023 @ 9 am. Rain date July 18th. Tiffany will share the press release that CVB is writing. There will be limited free tours – 10 minutes – and they are able to take 25 people into the caverns at a time. There will be a Food Truck (Captains Creations) at the Networking Event. Tiffany is also suggesting a Breakfast Meeting on 09/21/2023 at the Rural Heritage Museum, and a Holiday Happy Hour at the Legion on either 11/09 or 11/15/2023.

- d. Business Ribbon Cuttings & Recognition: 07/13/2023 @ Crystal Grottoes, 10/06/2023, 5 pm @ Gifts Inn Boonsboro for their 15-year anniversary
- e. Food Truck Festival: 21 Food Vendors confirmed, Chicken Wing Boy is a new one and Gap Foods. Music is confirmed for 12-2 pm - Prophets of the Abstract Truth, 2-4 pm - Elijah Myers in Beer Garden, and 4-6 pm - Plate Scrapers. The music is under \$2000. Soolah Hoops cancelled, and we will have the following activities: Maryland Fairy Hair, Balloon Co (new product), Bubble House, Axe Throwing and Garden Tractor Pull. The festival will end at 6 pm. Troop 2119 is going to help with parking and will collect donations for the Boy Scout troop. The Beer Garden will be sponsored by BABI. There were other ideas for dance teams and school bands to entertain while people are standing in line. Ron Humbel suggested a separate meeting for FTF. They will meet on 07/06/2023 @ 12:30 pm at Town Hall. Tyler suggested that an official Food Truck Festival Committee be formed so other members of the community can become more involved with the planning.
- f. Boonsboro Town Alliance: Submitted for Non-Profit Status, it takes 10-14 weeks for State of Maryland and then 2-3 months for Federal. The officers are President - Ron Humbel, Vice President - Dana Healy, Treasurer - Marie Oyster, Secretary – Nate Kraft. Other Board members: Breia Porter, Curt Conway, Pastor Carl (Trinity Lutheran), Raya Yeary, and Natoma Vargason (Liasion). Ron Humbel is creating a Conflict of Interest Form. BTA will help community and town, and Natoma will be the Liaison for all Town Commissions. Membership fees that were paid in 2022 and are being held in the Town's account should be withdrawn and deposited in the new checking account for the BTA.
- g. Appalachian Trail Community Event: Designation ceremony was held on June 3rd. Observations – first weekend in June is too busy but it is already booked for the next four years. Cutdown events that day but hold other events throughout the year. Have an event next year at Gapland. The Trail Run will be prior to JFK. Boonsboro will be on the official AT Community website soon. Be sure to like our Boonsboro AT Community Facebook Page.
- h. Commission Mixer 2023: Suggested it be hosted at Vanish Brewery (if open). Terri will follow-up with Jonathan in early July to discuss. Leslie Hart will put up a banner to say Coming Soon at Vanish. Leslie is willing to have a conference call with Jonathan. Date options for mixer to be determined.
- i. Quarterly Rack Card: Cards are ready and need to distribute for 3rd Quarter.
- j. EDC Marketing Committee: As mentioned under Grant Update - We reviewed a list of 5 options for the EDC Website and Marketing RFP; eliminated options 1,4 & 5. This left us with Revize and Skipjack Web Services. Tiffany says if we have a great mobile website there is no need for another App. Terri will scan in proposals for Revize and SkipJack, and we will need to vote on these. Main Street America Membership will be paid from FY 2023.
- k. BooneFest: Date is October 21st – no music yet. Glamourview food truck committed. Want to have Wagon Rides. Boy Scouts would like to have a concession.

New Business:

There are three finalists being considered to lease the former Dan's Restaurant and Taphouse location.

Misc Comments:

Bridge on 340 in Harpers Ferry will be closed for 4 months starting in September. CVB may do some marketing toward those being rerouted.

Since Glorianne was not able to attend the meeting, Natoma made a motion to appoint Glorianne Manley as Interim Treasurer until she can officially accept the position. Tiffany seconded and the motion carried.

Adjournment: Motion by Ron Humbel to adjourn, second by Marie Oyster, motion carried. Meeting adjourned at 9:55 am.

Respectfully submitted,

Marie Oyster, Secretary