

**City of Rowlett**  
**Economic Development Advisory Board**

Tuesday, January 18, 2022  
8:30 A.M.

**Meeting Minutes**

**1. CALL TO ORDER.**

Chairman Mick Donnelly called the Rowlett Economic Development Advisory Board meeting to order at 8:31 A.M. on January 18, 2022. In attendance: Brian Funderburk, Chairman Mick Donnelly, Michael Gallops, Chris Kizziar, Eva Hummel, Mark Hall, Michael Weaver, Paula Allen, and Larry Glick. Staff: Jennifer Stewart, and Libbey Tucker. Absent was Sheila Hair and Council member Whitney Laning.

**2. PUBLIC INPUT ON ANY AGENDA ITEM.**

There was no public input.

**3. CONSIDER APPROVING THE MINUTES FROM THE NOVEMBER 16, 2021 MEETING.**

Larry Glick asked that the minutes be revised under his GISD report to reflect that “education trustees AROUND THE STATE were resigning” rather than implying GISD board trustees. A motion was made by Michael Weaver and seconded by Mark Hall to approve the November 16, 2021, minutes as amended. The motion carried unanimously.

**4. BOARD MEMBERS SHARE TOPICS AND IDEAS RELATED TO ECONOMIC DEVELOPMENT.**

**5. THE BOARD SHALL CONVENE INTO EXECUTIVE SESSION PURSUANT TO THE TEXAS GOVERNMENT CODE, §551.087 (ECONOMIC DEVELOPMENT) TO DISCUSS COMMERCIAL OR FINANCIAL INFORMATION AND THE OFFER OF INCENTIVES TO BUSINESS PROSPECTS THAT THE CITY MAY SEEK TO HAVE LOCATE, STAY OR EXPAND IN ROWLETT AND WITH WHICH THE CITY IS CONDUCTING ECONOMIC DEVELOPMENT NEGOTIATIONS.**

The Board convened into Executive Session at 8:33 AM  
The Board reconvened from Executive Session at 9:46 AM

**6. TAKE ANY NECESSARY OR APPROPRIATE ACTION ON CLOSED/EXECUTIVE SESSION MATTERS**

There was no action taken as a result of the Executive Session.

**7. CITY KNOWLEDGE AND LEARNING ITEMS.**

**a. Economic Development Department Update:** Libbey Tucker announced Erika Saracho was no longer with the department in the Specialist role as she took a similar position in another city. Libbey gave the BRE update for November and December. There were eight assists and check-ins. New businesses included Jimmy John's, Fish and Tails Oyster Bar, Dyva & Blings Boutique, Wanda's Studio and more. Five Below should open this spring and Hawaiian Bros is in the process of remodeling the former El Pollo Loco. HTeaO is still moving through the process; their rezoning and SUPs for drive-thrus have been approved. 24 HR fitness is no longer going in the building they had planned to occupy to the east of Sprouts, but the developer is finishing out the building and marketing it to potential tenants for a similar use or multiple smaller users.

Libbey discussed sales tax through November. Sales tax was 10% more than the same time last year. She showed a full year of how much internet sales tax was brought in for FY 21, which totaled \$495,071. Brian explained the sales tax allocation from Marketplace providers and gave update on franchise fees for streaming services and let the Board know that we have joined a lawsuit with other cities in being able to collect those fees. Libbey gave an update on our By the Numbers stats and for November and December there were 9 new businesses and 95 jobs created.

Next, Libbey gave update on workforce development efforts. Staff collaborated with Baylor Scott & White Lakepoint and the GISD Gilbreath-Reed Career and Technical Center to assist BS&W who is having trouble hiring laboratory technicians. The follow up is that GISD will help get students into their program and create space to offer an introductory level program. Dallas college would be another partner in the future as they have laboratory space available. Erika was working with Michael Gallops to establish a training program for small businesses owners to help educated them with things like marketing, business plans, banking relationships, and other key areas.

Libbey discussed marketing efforts for North Shore and Sapphire Bay. She attended the Economix Consultant Connect event where she was able to meet with 24 site consultants in a one-on-one setting. Relative to social media efforts in partnership with our

consultant Underpinned, there were focus posts on Sapphire Bay, the job fair wrap-up, and the Site Selectors Guild consultant event in Dallas and the Economix event. Additionally, posts included our efforts on business retention as well as our year-end stats.

Civic Brand had several engaging posts for Village of Rowlett Downtown, including the opening of Wisp and Willow Boutique, Small Business Saturday, Holiday events in downtown and a spotlight on The Modern Well. Libbey noted the follower counts and engagements are going up each month.

The inventory and vacancy rates in the industry segments for office, industrial, retail, and multi-family have not changed much the quarter ending Dec. 2021 from the previous quarter, but there is some construction in retail and Industrial.

Libbey gave an update on Sapphire Bay Marina and stated she and Munal Mauladad, Director of Community Development, had an opportunity to tour the marina. The marina owners have completed the ship store, installed new gas pumps and are installing new docks and repairing others damaged in the March wind storm with a total of about 1,000 slips total. She discussed their Baywalk concept which will include 9000 SF of restaurants and a boardwalk area.

**b. Rowlett Chamber/Chamber Foundation Update:** Mark Hall gave the Chamber update; he discussed the annual board retreat and new ideas and goals that resulted. The Board will be working on increasing memberships and marketing efforts. The first luncheon of the year was on January 12, wherein Mayor Tammy Dana-Bashain gave her State of the City speech. The annual awards dinner will take place on January 29 and will be held at the Rowlett Community Centre.

**c. GISD Update:** Larry gave update on GISD, stating they have been lucky and have not had to close school while other districts around them have due to the increase in Covid cases. Student and staff absences have been low. Concerning news in the metroplex is the number of Superintendents who are retiring or resigning. This week they started MAP testing, measuring academic progress, providing a benchmark on district level and campus level progress. Their ICON Virtual School Program is low in attendance. They have 175 students enrolled; most parents are recognizing that it is better to be in class. They have not reinstated the mask policy at this time. They have three different types of collegiate programs and as they get into the third year of the program, they will have

students start going to Dallas College Eastfield or Richland campuses that could lead to an associate degree.

**8. PUBLIC ANNOUNCEMENT. MEMBERS OF THE BOARD AND/OR STAFF MAY MAKE ANNOUNCEMENTS OF LOCAL CIVIC EVENTS. NO MEMBER OF THE BOARD OR COMMISSION MAY DISCUSS NOR TAKE ANY ACTION WITH REGARD TO THE ANNOUNCEMENTS.**

Brian Funderburk announced that there will not be a council meeting on January 18, 2022 due to lack of a quorum. The Rowlett Diversity and Equity Inclusion Commission held their first MLK event on Monday January 17, 2022.

**9. MEMBERS OF THE BOARD MAY REQUEST TOPICS FOR FUTURE AGENDA MEETINGS. NO MEMBER OF THE BOARD OR COMMISSION MAY DISCUSS ANY OF THE REQUESTED SUBJECTS UNTIL SUCH MATTER HAS BEEN PROPERLY PLACED ON A POSTED AGENDA.**

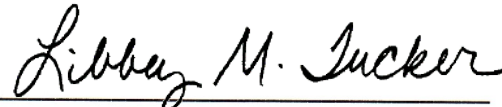
Upcoming topics include Economic Development 101 and having someone from Planning to discuss the planning & development process.

**10. ADJOURNMENT.**

The meeting was adjourned by Chairman Mick Donnelly at approximately 10:28 A.M.



Mick Donnelly, Chairman



Libbey Tucker, Assigned City Staff

3/16/2022

Date Approved