

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

Tuesday, October 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 8:35 A.M. on October 18, 2022. In attendance: Chairman Mick Donnelly, Blake Margolis, Brian Funderburk, Larry Glick, Sheila Hair, Chris Kizziar, Mark Hall, Michael Gallops, Eva Hummel and Paula Allen. Staff: Libbey Tucker, Charles Mazarakes and Claudia Frausto. Absent was Michael Weaver. Councilmember Brian Galuardi attended as a guest.

**2. CONSIDER APPROVING THE MINUTES FROM THE SEPTEMBER 20, 2022 MEETING.**

A motion was made by Chris Kizziar and seconded by Mark Hall to approve the September 20, 2022 minutes. The motion carried unanimously.

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

None.

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

Charles requested a walkthrough of the downtown area with Larry Glick once the Downtown Management position is filled to focus in on downtown art initiatives.

**5. City Knowledge and Learning Items**

**a. Economic Development Department Update:** Charles Mazarakes, Assistant Director, provided the business retention update and new business information. There were 5 new business – Global Metal Construction LLC, Cheesesteak House, Lico’s BBQ, Centric, Drizl Coffee. BRE visits were Yoga Rocks, Ace Hardware, Wolverine Martial Arts, Kaizen, Spoons Frozen Yogurt which all seems to be doing well and like being in Rowlett. He went on to report 5 new businesses with 41 jobs created, 12 Certificates of Occupancy requested, followed by 8 remodel permits totaling \$2.4 million with no new commercial building permits pulled. Website page views were back up with 2,743 with 162 downloads for the month of September.

Libbey Tucker, Director, added a brief update on the filling the Downtown Manager position noting the department and interview committee have received many applications for the downtown management position. The committee is wrapping up second interviews, with

candidates. Charles continued with the update on sales taxes which showed 12% above forecasted amount by \$74,723, which is 8% more than the same month last year in 2021 by \$53,633. Crumbl Cookies is officially opening in a location next to the Spouts and Feng Cha will be opening in a location near Harbor Freight on Lakeview. Staff is working with the company Flyerview on updating our promotional maps, community profile and North Shore marketing information.

Charles shared the departmental training and marketing opportunities. He is currently attending Leadership Rowlett and will be attending the Texas Economic Development Council Annual Conference for a few days right after the meeting. Claudia Frausto, Administrative Assistant, will be taking the Basic Economic Development Course in early November.

**b. Rowlett Chamber/Chamber Foundation Update:**

Mark Hall, Chairman of the Chamber of Commerce, gave the Chamber update. The Chamber attended their annual meeting with City Council which went well. The *Make a Connection* hosted networking event remains steady with recurring 30 to 40 attendees and growing.

With cooperation from Rowlett Economic Development, the Chamber held a Child Care summit with Dallas College to introduce the existing childcare facilities in the Rowlett area to potential future employees from the childcare college program. Heather Bryant from Dallas College; Coleman Bruman, Director of Career & Technical Education from GISD; Lee Price from the US Department of Labor; Anne Stathis, a Dual Credit High School Teacher at Rowlett High School; and Rowlett Mayor Blake Margolis also attended. A follow up summit is pending for a future date.

The Chamber Golf Classic was held successfully. The Chamber has launched a new website called VisitRowlett (<https://visitrowlett.org/>) in hopes to encourage new visitors and current residents to enjoy the fun side of Rowlett. Mark announced the ongoing success of the Small Business Courses which consisted of eight classes with four classes to go. The classes cater to small business owners or aspiring entrepreneurs. Classes cover topics like marketing, financing a business, budgeting, paying taxes, etc. Class attendance is picking up. The Chamber monthly Luncheon had Dr. Elijah Clark as a keynote speaker which had great feedback. The Chamber Magazine/Directory is being put together as the last time one was published was seven years ago and is open to nonmembers to buy ad space to encourage membership enrollment. Beginning in November the "Best of Rowlett" contest will open for voting in different categories, more information to be posted on the Chamber website.

Sheila Hair, gave the update for the Chamber Foundation. The Chamber Foundation approved the \$1000 sign grant to Drizl Coffee that just opened on 8600 Lakeview Pkwy. Sheila informed that her business, My Computer Guy, will sponsor the next Make a Connection event which will

be a Halloween event and costumes are encouraged. They will be speaking on cyber security, how scary it can be and how to protect yourself.

**c. GISD Update:**

Larry Glick, GISD Board member, gave the update on school district. A Bond Committee was formed that will discuss the needs for the district for a potential May ballot. The committee is hoping to have a presentation ready in January for the school board. The Bond will help with schools that are aging and bring new technology for the benefit of the students, while keeping in mind inflation and the cost of building supplies. The District is experiencing a shortage of about 100 teachers.

**d. Knowledge Topic:**

Knowledge Topic – Tour of H&S Manufacturing

**6. 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.**

- Charles also informed members of N. TX Commercial Association of Realtors Expo (NTCAR), November 3, 2:30 – 4:30, Sheraton Downtown. Limited spots are available to attend with staff.

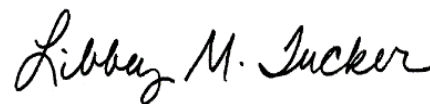
**7. MEMBERS OF THE BOARD MAY REQUEST TOPICS FOR FUTURE AGENDA MEETINGS. NO MEMBER OF THE BOARD OR COMMISSION MAY DISCUSS ANY OF THE REQUESTED SUBJECTS UNTIL SUCH MATTER HAS BEEN PROPERLY PLACED ON A POSTED AGENDA.**

Request for the Advisory Board to take a guided tour of Sapphire Bay and also to learn more about the North Shore TIRZ.

**8. ADJOURNMENT.**

The meeting was adjourned at approximately 9:59 A.M.

  
Mick Donnelly, Chairman

  
Libbey Tucker, Assigned City Staff

11-15-2022

Date Approved