

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

**Tuesday, April 16, 2024**

**Rowlett Economic Development Building**  
**8:30 A.M.**

***Meeting Minutes***

**1. CALL TO ORDER.**

Chairman Mick Donnelly, called the Rowlett Economic Development Advisory Board meeting to order at 8:30 A.M. on March 19, 2024. In attendance: Chairman Mick Donnelly, Chamber Foundation Chairperson Tori Owen, Mayor Blake Margolis, City Councilmember Debra Shinder, GISD Board Member Larry Glick, Chamber Board Chair Stephen Causey, Chamber President & CEO Sharon Mayer, City Designee Second Chair Michael Weaver, City Designee Rhonda Wolfe and City Designee Tim Abrams. Staff: City Manager David Hall, Assistant City Manager Kristoff Bauer, Director of Economic and Community Engagement Brittney Farr, and Assistant Director of Economic Development Charles Mazarakes and Senior Administrative Assistant Claudia Frausto.

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

None.

**3. CONSIDER APPROVING THE MINUTES FROM THE MARCH 19, 2024 MEETING.**

A motion was made by Michael Weaver and seconded by Tim Abrams to approve the March 19, 2024 minutes. The motion carried unanimously.

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

None.

**6. Item moved up to respect board members time limitation for subject consideration.**

The Board shall convene into Executive Session pursuant to Texas Government Code §551.087 (Economic Development) to discuss commercial or financial information that the City has received from business prospects that the Council seeks to have locate, stay, or expand in the City and with which the City is conducting economic development negotiations, regarding address 4005 Coyle St.

The Board convened into Executive Session at 9:09 AM

The Board reconvened into Executive Session at 9:35 AM

**5. City Knowledge and Learning Items**

a) **Rowlett Chamber/Chamber Foundation Update:** Chamber President & CEO Sharon Mayer announced the Chamber Foundation received scholarship applications from GISD students that the board is currently reviewing. As well as an active sign grant application for Chamber members [Quinn Pediatrics](#). Working with Assistant Director of Economic Development Charles Mazarakes to enhance the BRE program, rebranding “Business Relationship Engagement” Team, a small group of Chamber Ambassadors will be educated to conduct in depth data retrieval and relationship building to target business. To host the yearly [Hometown Heros Awards Banquet](#) honoring members of the community in the beginning of May. Quarterly Education Series, Biscuits & Business Breakfast starting with “How to Sell without Selling!” spots are limited. To help local businesses freshen up their individual image headshots by Jeff Winget are being taken for \$45 held early May at the Chamber. Finishing with information on Party with a Purpose renamed from Business after Hours which will build business relationships in a social setting benefiting local food bank as cost of admission is non-perishable food items.

b) **GISD Update:** Larry Glick, GISD Board member provided the GISD update, Mr. Glick confirmed the GISD natatorium to be named after him. Confirming details of the planetarium for the EDAB meeting in May. Mr. Glick discussed talks of budget season for the district, as well events attended within the district. Noting Heruth. Preparing a presentation for the Chamber Foundation for a donation of \$20,000 for Rowlett GISD students.

c) **Economic Development Department Update:** Brittney Farr, Director of Economic and Community Engagement, expects BRE visits to grow with Chamber partnership.

Charles Mazarakes informed the group that the dip in sales taxes from last month is back on track, amount dip due to a 2015 Oncor rebate that most cities contributed. Continued with January sales taxes reported \$584,806, which is \$85,500, or 12.8%, below forecast and \$109,250 or 15% below the same month last year.

Brittney followed with the By the Numbers for the month of March with twelve (12) new business, ten (10) certificate of occupancy, one (1) new commercial building permits worth \$813,857 and three (3) existing commercial building/remodel permits worth \$274,266. The economic development website totaled 13,683 hits while creating 32 new jobs and performed five (5) BRE visits.

Ms. Farr noted the last public open house for the Downtown Strategic Plan will take place on April 22 at the RCC. Ms. Farr gave the downtown update including upcoming events Earth Day Celebration and the Spring Farmers and Crafts Market, starting Thursday, April 4 and every following Thursdays through June 27.

d) Knowledge Topic – [Bond Election Education](#) for Boards and Commissions – Mayor Blake Margolis

**7. 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.**

- Keep Rowlett Beautiful’s Electronic Recycling & Document Shred Day Saturday, April 27, 2024 at Rowlett Highschool

**8. 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.**

- Larry Glick requested an updated on plans to extend Geroge Bush toll to 20 Hwy and 80 Hwy (February 2024 Meeting)
- Brittney Farr listed persons of beneficially strong economic and chamber value for possible speakers for future EDAB meeting (February 2024 Meeting)
- North Shore update/tour requested previously by Chairman Mick Donnelly (June 2023 Meeting)
- Incentives policy updates and changes to be added to a future agenda (October 2023 Meeting)

9. ADJOURNMENT.

The meeting was adjourned at approximately 10:20 A.M.

  
\_\_\_\_\_  
Mick Donnelly, Chairman

  
\_\_\_\_\_  
Brittney Farr, Assigned City Staff

June 18<sup>th</sup> 2024.

Date Approved