

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

**Tuesday, March 15, 2016**

**9:30 A.M.**

*Rowlett Chamber Building 4418 Main Street, Rowlett, Texas 75088*

**Meeting Minutes**

**1. CALL TO ORDER.**

Chairman Drew Howard called the Rowlett Economic Development Advisory Board meeting to order at 9:45 A.M. on March 15, 2016 in the Rowlett Chamber Building at 4418 Main Street, Rowlett, Texas. In attendance: Drew Howard, Elaine Ritchie, Barry Young, Bobby Montgomery, Larry Glick, Diane Lemmons, Eva Hummel, Brian Funderburk, Jim Grabenhorst, Nathan Weber, Jason Claunch of Catalyst Commercial.

**2. CONSIDER APPROVING THE MINUTES FROM THE FEBRUARY 16, 2016 MEETING.**

Barry Young motioned to approve the minutes from the February 16, 2016 meeting. Eva Hummel seconded the motion. The vote passed unanimously.

**3. DISCUSSION ON ECONOMIC DEVELOPMENT ADVISORY BOARD MISSION STATEMENT.**

Chairman Drew Howard presented two options for updating the Economic Development Advisory Board Mission Statement. The Board discussed the options and determined to adopt an updated mission statement after making revisions for clarity. Bobby Montgomery motioned to accept the updated mission statement with the revisions. Elaine Ritchie seconded the motion. The vote passed unanimously.

**4. JOINT MEETING DATE WITH CITY COUNCIL – AUGUST 2, 2016.**

Chairman Drew Howard announced the next joint meeting with City Council on August 2, 2016. He stated that the joint meeting is a result of the City Council requesting to meet more frequently with the City's boards and commissions.

Jim Grabenhorst reiterated City Council's request that this joint meeting be primarily led by the Economic Development Advisory Board and not by City staff.

Chairman Drew Howard discussed accomplishments that the EDAB had made since the last joint meeting with City Council. He also stated that the Board is willing to help with any upcoming economic development events possible.

**5. UPDATE ON TARGETED RETAIL/RESTAURANT RECRUITMENT STRATEGY FROM CATALYST COMMERCIAL.**

Jason Claunch of Catalyst Commercial provided an update on the Targeted Retail/Restaurant Recruitment Strategy. He stated that Catalyst had already begun talking with targets and updating the Pitch Book for Downtown.

There was discussion regarding the Pitch Book and the aerial map contained within the Pitch Book.

Larry Glick asked Jason Claunch what his anticipated timeline for development was after having started his study. Jason stated that he hopes to have 2-3 prospects locked in by January or February of 2017.

**6. DISCUSSION ON BAYSIDE PROJECT.**

Jim Grabenhorst provided an update and presentation on the Bayside project.

**7. RECEIVE CHAMBER/CHAMBER FOUNDATION UPDATE.**

Diane Lemmons discussed the success of the Meet the Candidates Roundtable Luncheon with 12 candidates and approximately 63 attendees.

Diane Lemmons also told the Board about the upcoming 37<sup>th</sup> annual Chamber Awards Banquet on March 17, 2016.

Bobby Montgomery announced that the Chamber Foundation Board met on April 29, 2016 and discussed Rebuild Rowlett. He stated that Rebuild Rowlett now has a website that can be found at [RebuildRowlett.org](http://RebuildRowlett.org).

Bobby Montgomery announced that the Chamber Foundation updated their logo.

**8. RECEIVE GISD UPDATE.**

There was no GISD update at this time.

**9. 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.**

Bobby Montgomery announced to the Board that the Lake Pointe Medical Center expansion was approved by their board at their February 29, 2016 meeting. The expansion will be a \$65 million project in Rowlett.

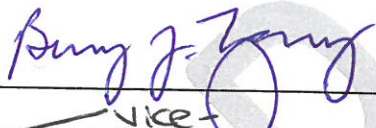
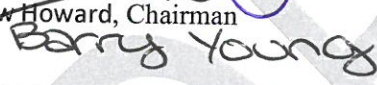
Diane Lemmons announced that DART will extend their services to include a bus route to Lake Pointe Medical Center.

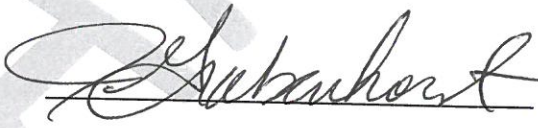
**10. TOPICS FOR FUTURE AGENDA MEETINGS.**

No topics for future agenda meetings were discussed during this time.

**11. ADJOURNMENT.**

The meeting was adjourned by Chairman Drew Howard at 11:00 A.M.

  
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Drew Howard, Chairman  
  
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Vice-Chairman

  
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Jim Grabenhorst, Assigned City Staff

Date Approved