

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

Tuesday, November 19, 2019

9:30 A.M.

*Economic Development Office, 5702 Rowlett Rd, Rowlett, TX 75089*

**Meeting Minutes**

**1. CALL TO ORDER.**

Chairman Drew Howard called the Rowlett Economic Development Advisory Board meeting to order at 9:35 A.M. on November 19, 2019 at the Economic Development Office, 5702 Rowlett Road, Rowlett, Texas. In attendance: Tammy Dana-Bashian, Drew Howard, Whitney Laning, Mick Donnelly, Robert Lacroix, Chris Kizziar, Michael Gallops, Larry Glick, Brian Funderburk, Jim Grabenhorst and Susan Nix.

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

No members of the public were in attendance.

**3. CONSIDER APPROVING THE MINUTES FROM THE SEPTEMBER 17, 2019 MEETING.**

A motion was made by Tammy Dana-Bashian and seconded by Chris Kizziar to approve the September 17, 2019 minutes. The motion carried unanimously.

**4. 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 9:42 A.M.

The Board reconvened from Executive Session at 9:54 A.M.

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

**5. DISCUSSION ON EDAB MISSION STATEMENT & BOARD MEMBER QUALIFICATIONS.**

Chairman, Drew Howard revisited this item and offered some background for the new member. There was detailed discussion amongst the Board regarding modifications to the Mission Statement. Tammy Dana-Bashian made a motion to change the Mission Statement to read, "To advise and support strategies to ensure a sustainable business environment." Mick Donnelly seconded the motion. The motion carried unanimously. There was discussion on how this Board will support the new statement. Lastly, the Board decided to change the agenda format for future meetings.

**6. RECEIVE CHAMBER/CHAMBER FOUNDATION UPDATE.**

Chris Kizziar announced the Chamber is working on their action items for accreditation. He said they're continuing to explore and educate themselves for a future with a Convention & Visitors Bureau. He then mentioned he would like to see the new lease agreement updates discussed with the City before the end of his term. Lastly, he announced the Chair-elect is Sheila Hair and she will officially take over on January 1<sup>st</sup>. Michael Gallops mentioned that Taste and Trade, as well as the Golf Tournament were both very successful this year.

There was no Chamber Foundation update.

**7. RECEIVE GISD UPDATE.**

Larry Glick discussed a meeting he recently attended regarding school security, specifically relating to Senate Bill 11. Larry believes GISD is ahead of the curve relating to security mandates. He also thanked the City for always being involved and present for school training and events.

**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.**

Michael Gallops announced Small Business Saturday will be on Saturday, November 30<sup>th</sup>; The Sunset Santa 5K will be on Saturday, December 7<sup>th</sup>, followed by Coco's and Caroling; Jim Grabenhorst announced that the Crystal Lagoons Groundbreaking will be held on Monday, November 25<sup>th</sup>, 2:00PM at Sapphire Bay.

**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.**

Jim Grabenhorst announced that there will be not be an EDAB meeting held in December. He also said he would work with Drew to update the agenda and the election of chairs will be done at the January meeting. Tammy Dana-Bashian requested to discuss the composition of this Board at a future meeting.

**10. ADJOURNMENT.**

The meeting was adjourned by Chairman Drew Howard at approximately 11:02 A.M.

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Drew Howard, Chairman

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Jim Grabenhorst, Assigned City Staff

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Date Approved