

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

Tuesday, October 20, 2015

9:30 A.M.

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

**Meeting Minutes**

**1. CALL TO ORDER**

*Chairman Kevin Lawson called the Rowlett Economic Development Advisory Board meeting to order at 9:30 A.M. on October 20, 2015 in the Rowlett Chamber Building at 4418 Main Street, Rowlett, Texas. In attendance: Drew Howard, Rick Sheffield, Elaine Ritchie, Barry Young, Bobby Montgomery, Larry Glick, Jim Grabenhorst, Nathan Weber, and City Attorney David Berman.*

**2. ELECT CHAIRMAN AND VICE-CHAIRMAN FOR 2015-2016**

*The Board discussed who should be Chair and Vice-Chair. Kevin Lawson motioned for Drew Howard to become the Chairman and Barry Young to become Vice-Chairman. Rick Sheffield seconded the motion and the motion passed.*

**3. CONSIDER APPROVING THE MINUTES FROM THE AUGUST 18, 2015 AND SEPTEMBER 15, 2015 MEETINGS:**

*Bobby Montgomery motioned, and Kevin Lawson seconded, to approve the minutes for both the August 18, 2015 and September 15, 2015 meetings..*

**4. DISCUSSION OF CONFIDENTIALITY AGREEMENT WITH CITY ATTORNEY DAVID BERMAN.**

*Jim Grabenhorst introduced the City Attorney, David Berman, and the purpose for a Confidentiality Agreement as a result of the changes to City's Policy Statement for Economic Development Incentives. David Berman reiterated the importance of confidentiality when dealing with Economic Development Incentives.*

*There was discussion on whether there was a need to clarify if the Confidentiality Agreement applied to Ex-Officio members since they are not officially appointed. David Berman relayed that since Ex-Officio members are generally City Staff or members of City Council, they would be at risk of losing their job or their Council Seat and therefore he did not find it necessary to make any changes.*

**5. DISCUSSION AND FINAL RECOMMENDATION TO ROWLETT CITY COUNCIL ON CITY'S INCENTIVE POLICY.**

*Jim Grabenhorst asked that members of the Board attend the Council Work Session on October 20, 2015 to help participate in the conversation with Council. Barry Young, Larry Glick, and Elaine Ritchie said that they planned on attending.*

*There was discussion amongst the Board regarding the "Job Creation" section of the Incentive Policy and if the targeted salary amount was reasonable. It was decided that it was a wordsmithing issue that would be resolved.*

*There was discussion amongst the Board regarding the definition of "Annual Wage" and whether that meant calendar year, fiscal year, or from when the business starts. It was decided that it would be based off of when the business actually starts and any further nuances would be solidified in the contract.*

*There was discussion on "Value Incentives" and what community goals and standards the incentive would be judged by. It was decided that the community goals and standards are set forth by the Comprehensive Plan and Realize Rowlett 2020.*

*There was discussion on the Tax Abatement chart.*

*There was discussion regarding wordsmithing certain sections within the Incentive Policy.*

*Rick Sheffield motioned to approve the Incentive Policy Statement with the discussed changes incorporated. Kevin Lawson seconded and the motion carried.*

**6. DISCUSSION ON DOWNTOWN ENTRANCE MONUMENT**

*Jim Grabenhorst provided an update to the Board regarding the Downtown Entrance Monument and an upcoming meeting with TXDOT and La Terra.*

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

*Bobby Montgomery provided the Chamber of Commerce update. He stated that they were beginning to plan the Sunset Santa 5K, but were waiting to find out if the parade/tree lighting would still be located Downtown.*

*He announced the following events:*

- 1. October 22, 2015 – Taste and Trade*
- 2. November 10, 2015 – Ribbon Cutting: Seniors Helping Seniors*
- 3. November 11, 2015 – Veterans' Day Ceremony*
- 4. November 12, 2015 – Multi-Chamber Mixer*
- 5. November 11, 2015 – Monthly Luncheon*
- 6. November 20, 2015 – Job Fair*
- 7. November 20, 2015 – Monthly Lunch at a Chamber Member's Restaurant*
- 8. November 20, 2015 – Friday Night Live at Bowl-a-Rama*

*Bobby Montgomery also announced that five grants were recently approved through the Rowlett Chamber Foundation. All five grant recipients were signage related grants for the various businesses located at 5000 Rowlett Road.*

*Bobby Montgomery also announced that the Chamber Board of Directors has ten open positions on the Board and they are forming their Nominations Committee.*

## **8. RECEIVE GISD UPDATE**

*Larry Glick announced that the GISD Board filled their open seat with Veronica Martinez-Cantu and that she will hold the position until May but will not run for re-election.*

*Larry Glick updated the Board on the bond package progress. The main construction is anticipated to start in May, with the rest of the projects being spread out during a four year period.*

*Larry Glick also discussed the Montessori schools that GISD is opening up at Herfurth Elementary in Rowlett and Luna Elementary in Sachse.*

*He also announced the unofficial ROTC program that is being started at Rowlett High School and discussed GISD's technical programs and GISD's iPad program.*

**9. PUBLIC ANNOUNCEMENT**

*Jim Grabenhorst announced the following events:*

1. *October 28, 2015 - Village of Rowlett Groundbreaking Ceremony*
2. *October 26, 2015 – Rail~Volution Mobile Workshop*
3. *October 20, 2015 – City Council Work Session*
4. *November 17, 2015 – Joint Work Session between City Council and EDAB*

*The Board expressed excitement for the many developments within Rowlett.*

**10. TOPICS FOR FUTURE AGENDA MEETINGS**

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

**11. ADJOURNMENT:**

*The meeting was adjourned by Vice-Chairman Barry Young at 11:05 A.M.*



Drew Howard, Chairman



Date Approved



Jim Grabenhorst, Assigned City Staff