

**DUNCANVILLE COMMUNITY AND ECONOMIC
DEVELOPMENT CORPORATION (DCEDC) BOARD
REGULAR MEETING
SEPTEMBER 17, 2015**

A regular meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Thursday, September 17, 2015 at 6:30 PM in the Council Chambers located at City Hall.

Board Members in attendance:

Mark Cooks	President
Derwin Broughton	Board Member
Steve Dial	Board Member
Dave Galbraith	Board Member
Dr. Matt Murrah	Board Member
Ron White	Board Member

Members absent: Barry Gordon Vice President

Staff Present: Economic Development Director Jessica James and Economic Development Coordinator Janette Mosteller

Guests: Monte Anderson and Nancy Bell

The Invocation was offered by Board Member Dr. Matt Murrah

Item No. 1 Consider Approval of the DCEDC Minutes for the Regular Meeting held on August 13, 2015, the Special Called Meeting on August 19, 2015 and the Special Called Meeting/Planning Session on August 27, 2015.

Board Member Dr. Matt Murrah made a motion to approve the minutes as presented, seconded by Board Member Steve Dial, the vote passed unanimously.

Item No. 2 Citizens Public Forum.

No one spoke during the Public Forum.

Item No. 3 Receive and Discuss the Main Station Duncanville, LTD. Monthly Financials for the Seven (7) Months Ending July 2015 as well as updates on 111 E. Davis and 212 N. Main Street Projects.

Monte Anderson, General Partner of Main Station Duncanville, LTD, presented the financials ending July 2015. Mr. Anderson updated the Board regarding occupancy of the buildings and proposed projects along with projects already underway. He indicated that he would be looking into refinancing a two year note, which would need the Board's consent.

Item No. 4 Receive and Discuss Duncanville Design Studio and Development Activities update from Monte Anderson.

Monte Anderson shared his ideas and activities to find suitable buyers and/or tenants for the vacant Calloway's property and the 727 Cockrell Hill property (Chammeyville Carwash and Lube) that has been recently vacated. Mr. Anderson spoke of the DuncanSWITCH Street Market and informed the Board that it was growing, but is in need of more vendors. He also, updated the Board regarding the activities of the Design Studio Group. The vision and activities of the Design Studio will work cohesively with the City's Comprehensive Plan. The Board thanked Mr. Anderson for the update.

Item No. 5 Receive and Discuss the DCEDC Monthly Budget Report.

Economic Development Director Jessica James presented the item highlighting line item 34, miscellaneous expense, of \$131.00 spent for needed office supplies of the economic development staff. Director James also noted the ending balance of \$640,902.00. The Fieldhouse financials were provided in the packets. President Mark Cooks asked for clarification on Line item 50. An explanation of the modification will be made by Finance Director, Richard Summerlin at the next meeting.

Item No. 6 Discuss and Consider Priority Matrix Results and Goals for the DCEDC.

Economic Development Director Jessica James presented the item including the SWOT process, findings and rankings. The Board discussed the Responsibilities matrix and prioritization of objectives. The Board noted that the plan is aggressive and staff will play a key role in the implementation of the plan. Director Jessica James recommended a mid-year review and evaluation of the plan. Member Dr. Matt Murrah made a motion to adopt the Goals and Objectives with the exception of adding a placeholder in Goal 2 for a more detailed Objective. Board Member Steve Dial seconded the motion. The vote passed unanimously.

Item No. 7 Discuss Streetscaping Project.

Economic Development Director Jessica James reported to the Board a process that the City will be sampling to update and beautify our medians and faded bricks, etc. Director James also challenged the Board Members to take a close look at the area noting opportunities to create a WOW factor for Duncanville.

Item No. 8 Receive and Consider a Presentation and request from Jonathan Evans for a Paint, Landscape and Signage grant for the property located at 242 W Wheatland Road in the amount of \$16,000.00.

It was a consensus of the Board to postpone considering this item at the request from Jonathan Evans who was unable to attend. It will be placed on the agenda for the next regular meeting.

Item No. 9 Receive Staff and Board Updates and Reports.

The DCEDC Board received the following Staff and Board reports:

- ***City Sales and Use Tax Comparison Summary*** – Economic Development Director Jessica James reported a 10.32% decrease in sales tax.
- ***Business Activity Update*** - Economic Development Director Jessica James distributed and reviewed the Business Activity Update listing all business contacts made by staff. Discussion included conversations with hotel developers, DISD, Cedar Valley College, and EON.
- ***BRE Update*** – Director Jessica James reported activity regarding Business Retention and Expansion. She spoke with representatives from Adams Paint and Body, Masco, and various restaurants.

Item No. 10 Executive Session.

In accordance with the Texas Government Code Section 551.087 (2) Deliberations Regarding Economic Development Negotiations to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1).


The Board entered into Executive Session at 8:07 PM.

Item No. 11 Reconvene into open session.

The Regular called meeting reconvened at 9:02 PM.


The meeting adjourned at 9:03 PM.

APPROVED:



MARK COOKS
PRESIDENT

ATTEST:



JANETTE MOSTELLER
ECONOMIC DEVELOPMENT COORDINATOR