

**DUNCANVILLE COMMUNITY AND ECONOMIC  
DEVELOPMENT CORPORATION (DCEDC) BOARD  
REGULAR MEETING  
OCTOBER 8, 2015**

A regular meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Thursday, October 8, 2015 at 6:30 PM in the Council Briefing Room located at City Hall.

Board Members in attendance:

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

Staff Present: Economic Development Director Jessica James, Economic Development Coordinator Janette Mosteller, and Finance Director Richard Summerlin

Guests: Steve Corder with Melcor, Inc.

The meeting was called to order by President Mark Cooks at 6:32 PM.

The Invocation was offered by Board Member Derwin Broughton.

***Item No. 1 Consider Approval of the DCEDC Minutes for the Regular Meeting held on September 17, 2015.***

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

***Item No. 2 Citizens Public Forum.***

No one spoke during the Public Forum.

***Item No. 3 Receive and Discuss the Chamber of Commerce Update by Chamber President Steve Martin.***

Chamber President Steve Martin was unable to attend.

***Item No. 4 Receive and Discuss the DCEDC Monthly Budget Report.***

- Finance Director Richard Summerlin presented the monthly budget report highlighting Line 1 explaining that the final two months of the sales tax include October and November accruals of \$371,000. He also explained Line 19 was a cash call from Main Station.

***Item No. 5 Receive and Discuss the Main Station Duncanville, LTD's August Monthly Financials, as well as updates on 111 E. Davis and 212 N. Main Street projects.***

Monte Anderson was unable to attend the meeting. The financials were included in the packet. The Board Members noted the upcoming grant deadline.

***Item No. 6 Receive and Consider a presentation and request from John C. Hall for paint, signage, and awning grant for property located at 301 W. Camp Wisdom Road in the amount of \$11,700.***

John C. Hall was not in attendance. A move was made by Board Member Dr. Matt Murrah to table the item until John C. Hall is in attendance. Board Member Barry Gordon seconded the motion. The vote passed unanimously. Board Member Dr. Matt Murrah asked the Board to enter into the discussion regarding the request from John C. Hall in order to get an idea of the Design Incentive Grant process and to familiarize the Board with the proceedings. After detailing the request no decision was made as to the tabled item.

***Item No. 7 Receive and consider a presentation and request from Steve Corder with Melcor, Inc. for a signage grant for property located at 606 W. Wheatland Road in the amount of \$5,000.***

Vice President Barry Gordon recused himself from this discussion because of a conflict of interest. He was not present during the discussion. Steve Corder presented his request to the Board for a new sign on his property at 606 W. Wheatland. Estimates for the projects were included in the packet. The current monument sign will be replaced by a pole sign. The Sign Control Board and City Council approved the changes. (Res: 2015-091514). Steve Corder told the Board Members that Oncor's easement/access requirements may present a problem. He will follow up on the requirements and keep the Board posted.

***Item No. 8 Discuss and consider a training budget for DCEDC Board Members.***

Director Jessica James pointed out the need for a budget amendment to cover training cost for Board Members interested. Board Member Dr. Matt Murrah moved that \$500 per Board Member, which equaled \$3,500, be set for Board Members to attend economic development training seminars and webinars. Those attending must present a detailed expense report and report to the group. Barry Gordon seconded. The vote passed unanimously.

***Item No. 9 Public Hearing to receive comments on the following projects for FY 2015 – 2016.***

The Public Hearing was opened by President Mark Cooks at 7:17 PM. The projects open for discussion were:

- Design Incentive Programs including paint, signage, landscape and buy down grants – FY 2015 – 2016 Budget totaling \$60,000.
- Landscaping Beautification for I-20, Main Street, Main Station Railroad Flat, and COD Fieldhouse – FY 2015 – 2016 Budget totaling \$144,231.
- Keep Duncanville Beautiful activities – FY 2015 – 2016 Budget totaling \$9,841

There being no discussion, Board Member Derwin Broughton moved the Public Hearing be closed. Board Member Steve Dial seconded. The vote was unanimous.

***Item No. 10 Staff Reports.***

City Sales and Use Tax Comparison Summary: This item was moved up in the Agenda to Item 4 to be reported on along with the financials by Director Richard Summerlin.

Director Jessica James reported on the activities of the ED Staff. A list of activities was included in the Board packet.

***Item No. 11 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 the Subdivision (1).

The Board entered into Executive Session at 8:58 PM. Vice President Barry Gordon was not present during the discussion for the Design Incentive Grant.

- The Board discussed Design Incentive Grant Requests
- "Project Safety" was discussed
- Director Jessica James updated the Board on "Project Safety"

***Item No. 12 Take any necessary or appropriate action as a result of closed executive session.***

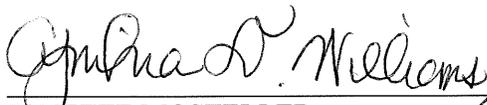
The regular called meeting reconvened at 9:33 PM. Board Member Dr. Matt Murrah made a motion to grant Steve Corder (Melcor, Inc.) \$5,000 for a new sign to be erected at 606 W. Wheatland Road contingent upon all City and Oncor requirements be met and paid receipts be presented to staff upon completion of installation of the new sign. Board Member Dave Galbraith seconded the move. The vote passed 6 - 0 with Barry Gordon abstaining to vote due to a conflict of interest.

The meeting was adjourned at 9:37 PM.

APPROVED:

  
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MARK COOKS  
PRESIDENT

ATTEST:

 IN PLACE OF JANETTE MOSTELLER  
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JANETTE MOSTELLER  
ECONOMIC DEVELOPMENT COORDINATOR