

**DUNCANVILLE COMMUNITY AND ECONOMIC
DEVELOPMENT CORPORATION (DCEDC) BOARD
REGULAR MEETING
THURSDAY, JULY 14, 2016**

A regular meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors took place on Thursday, July 14, 2016, at 6:45 PM in the City Council Briefing Room located at City Hall.

Board Members Present:

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

Board Members Absent:

Dave Galbraith	Board Member
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Staff Present: City Manager Kevin Hugman, Economic Development Director Jessica James, and Economic Development Coordinator Cynthia D. Williams

Guest Present: Monte Anderson, General Partner of Main Station, Duncanville, LTD

Board Member Matt Murrah offered the Invocation.

Item No. 1 Consider Approval of the DCEDC Minutes for the Meeting Held on June 9, 2016.

Board Member Matt Murrah made a motion to approve the June 9, 2016, minutes as written, seconded by Board Member Derwin Broughton, 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.

Steve Martin, Duncanville Chamber of Commerce President was unable to attend this meeting.

Item No. 4 Receive and Discuss the Main Station Duncanville, LTD's May Monthly Financials, as well as Duncanville Real Estate Updates.

Monte Anderson, General Partner of Main Station, Duncanville, LTD attended the Board Meeting and asked the Board if they had any questions in regards to the Main Station Monthly Financials.

The Board held discussion including the opening of the Rice Pot, an Asian Cuisine restaurant scheduled to open soon at 100 S. Main St., #100, the tenant that took the space of the nail salon, the fitness center, and the wine and champagne store.

Item No. 5 Receive and Discuss City Sales and Use Tax Comparison Summary.

Ms. James reported that on the City Sales and Use Tax Comparison Summary we are at 4.67%, and up 5.1 % from a fiscal year standpoint. There are many other cities that are down. Hopefully, Duncanville will continue to see that increase.

Mr. Hugman reported that sales tax have been very cyclical; it is volatile. It can be up one month, and down the next month. It is very hard to predict. When budgeting for sales tax, Staff is very conservative.

The Board held discussion including the audit, and the Sales Tax Assurance, LLC that the City currently uses for the City Sales and Use Tax Comparison Summary.

Item No. 6 Receive and Consider Approval of the DCEDC Monthly Budget Report.

Ms. James reported that on the previous month's expenditures, the Economic Development activity included Staff's salaries. KDB (Keep Duncanville Beautiful) expenditures included \$12,000 for beautification, which was anticipated because of the mowing and seasonal change out on the corner of City Hall and in some of the parks. Ms. James stated that Timothy Hamilton, Parks Superintendent, is doing a great job with the mowing contractors. DCEDC also had a \$49,677.00 Costco incentive that was paid out, which is based on Costco's sales tax collections. This incentive ends in 2016. In addition, the Board just presented RPG Capital Management, LLC with their \$75,000 incentive. That completes RPG's incentive, and it is closed out. It was a great project for the community.

The Board held discussion including the marquee and signs coming into the city; is that City or DCEDC, the budget line item Staff will use to budget for the signs, and the completion of the lighted street sign (the illuminated street sign).

Vice President Barry Gordon made a motion to approve the DCEDC Monthly Budget Report as presented, seconded by Board Member Derwin Broughton, the vote passed unanimously.

Item No. 7 Discuss and Consider Amending the Approved March 10, 2016, Minutes; Item No. 9.

President Mark Cooks stated that he asked for this Agenda Item to be placed back on the agenda. The Board approved the March 10, 2016, minutes. He said he walked away from the meeting with a different interpretation of what the Board approved and what was located on the minutes. He wanted, for the sake of making sure the minutes were correct, bring that item back up as a consideration as an addendum to our meeting. He stated that at the time, he was at the meeting, as well as the City Manager, Board Member Dave Galbraith, and Board Member Ron White. During that time, the Board was discussing the Lawsuit that was presented to the Board. The Board went into Executive Session, came out of Executive Session, and discussed making a motion. For the Board's consideration, he submitted his written edit of the minutes (addendum) to Staff, which is included in the agenda

background for this meeting. He then opened the floor for discussion for the Board to consider the addendum.

Vice President Barry Gordon stated that his recollection is that the minutes are accurate. He has no recollection of the President of the Board's authorization to have conversations with the owner of the Pelican House. His recommendation is that the minutes stay the same and that the Board not approve the requested changes.

Board Member Matt Murrah asked if the Board Members that were not at this meeting could abstain from voting.

For clarification, the Board will consider what was said in Open Session not Executive Session.

Board Member Ron White stated that it is his recollection that the Board set the parameters for which the Board can approach the owner of the Pelican House to possibly settle this issue and that the Board would give its' President the direction and opportunity to go and negotiate that parameter.

Mr. Cooks stated that was also his understanding. He also stated that he would never go outside of what the Board instructed him to do. The only reason he brought it back up again is that he did not want it reflected in the minutes that he went as the Board President and spoke by himself regarding that number, which should have been resolved legally, but unfortunately could not without costing additional funding. He walked away with that understanding as well.

President Mark Cooks made a motion to table this Agenda Item until DCEDC's next scheduled meeting in order to give everyone that was present at that meeting an opportunity to consider the addendum, seconded by Board Member Ron White, the vote passed unanimously.

Item No. 8 Discuss and Consider First Southwest's Interest Rates and Refund of the DCEDC 2006 Certificate of Obligation Bonds.

Ms. James reported that Finance Director Richard Summerlin put together some information. It includes a preliminary analysis of the costs savings to the City. If the City were to refinance the 2006 Certificate of Obligation Bonds (those bonds were primarily for park improvements), if the Board elected and City Council elected to refinance those bonds, the City would save over \$92,000 at an interest rate of 1.65%. If the City is able to move quickly on this, the bond advisory group that Mr. Summerlin works with said that the City might be able to get even a lower percentage.

Board Member Matt Murrah made a motion that the DCEDC Board recommends to City Council that we refinance the 2006 Certificate of Obligation Bonds, seconded by Board Member Steve Dial, the vote passed unanimously.

Item No. 9 Receive and Discuss Website Update.

Ms. James reported that Staff will keep the Board updated on the process. Staff has met with Jorge Ruiz (designer of the website) on two different occasions to decide on the layout and contents of the website. We anticipated August 8, 2016, as the date the website would go live, but that is not going to happen. Staff had to push that back. Staff will give the Board a chance to review and make any

comments before it goes live. If the website is complete before the next meeting, Staff will send to the Board for review and comments. The new City website has gone live, and has some of DCEDC stats and demographics. That is a glance of what the DCEDC page will look like.

The Board held discussion including the status of integrating the GIS system into our website.

Item No. 10 Receive and Discuss TIF Update.

Ms. James played the presentation that Mr. Larry Cline with Larry Cline Consulting, LLC (our TIF Consultant) presented to City Council on June 9, 2016. She instructed the Board Members to feel free to ask any questions during the presentation. Staff will present the plan to the Board as well as to City Council when it is complete, and will continue to update the Board.

Ms. James made various comments throughout the meeting to Board on what a TIF is and how one would be created and function here in the City of Duncanville.

The Board held discussion including:

- The other counties Staff has worked with on TIFs
- Other surrounding cities that have participated in TIFs
- The lifespan of a TIF
- The identified areas on the map to include the industrial and Camp Wisdom areas
- Borrowing money for the TIF
- What the funds can be used for
- How people end up serving on the TIF board
- The role DCEDC would play on this board
- Who will serve on this board
- How this board will interact with the DCEDC
- How the money gets into the TIF fund
- Would the City spend any money along the way
- Why has Duncanville never had a TIF
- What was the Council's take on the TIF
- Is there one zone or multiple zones
- Why does the TIF not include the Main Street corridor
- Is there a possibility of another TIF going in the Main Street corridor

Item No. 11 Discuss and Consider Approval of the Proposed DCEDC Strategic Plan.

Ms. James pulled this Agenda Item. She has some notes to add to the document. She will forward to the Board via email. The Board can respond to Ms. James with any input on an individual basis.

Item No. 12 Receive Staff Reports.

- ***Business and Events Activity Updates.***

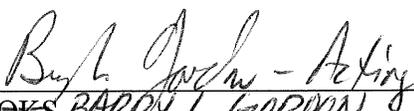
- **Hotel Developers** - Ms. James reported that Staff is still working with a number of different flags.
- **Quality Inn and Suites** – Staff has not heard back from them.
- **Old Texas Tux** - We still continue to work with the Italian restaurant. The building has some challenges.
- **International Food Distributor** – The City should have plans within the next few months.
- **Rice Pot** – Changing the type of restaurant changes the equipment. There have been some challenges. Some of their equipment pieces did not meet code.
- **Cox Farms** – Cox Farms is doing great. They have submitted plans to open the Green Gardens. Staff is working with them.
- **Hanging Gardens** – The Hearing has been tabled for now. Staff held off making sure we had all of the proper documentation. There is one individual interested in purchasing the property.
- **Yum & Joy** – This is a yogurt company from Mexico looking to come in. They are opening. It will be located on Cedar Ridge.
- **I20 & Hwy 67** – Staff met with TxDot. They are open to the aesthetic improvements we discussed.
- **Duncanville FieldHouse** - Staff has been working with the General Manager of the FieldHouse a lot. We hope to generate more revenue there.

The Board held discussion including:

- The responsibility of promoting a new business; is that the Chamber or DCEDC
- Update on the meeting place on Cockrell Hill near Pappadeaux
- Update on the Calloway/Chammeyville property
- The fire lane issues at Cox Farms

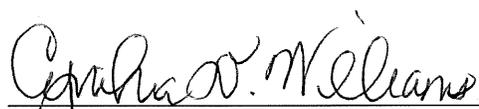
The meeting adjourned at 9:00 PM.

APPROVED:



 MARK COOKS ~~MARK COOKS~~ **BARRY L. GORDON**
 PRESIDENT

ATTEST:



 CYNTHIA D. WILLIAMS
 ECONOMIC DEVELOPMENT COORDINATOR