

**DUNCANVILLE COMMUNITY AND ECONOMIC
DEVELOPMENT CORPORATION (DCEDC) BOARD
REGULAR MEETING
SEPTEMBER 8, 2016**

A regular meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Thursday, September 8, 2016, at 6:30 PM in the Council Briefing Room located at City Hall.

Board Members in attendance:

Barry Gordon	Acting President
Derwin Broughton	Board Member
Dave Galbraith	Board Member
Dr. Matt Murrah	Board Member
Ron White	Board Member
Dr. Terry Smith	Board Member

Board Members not in attendance:

Steve Dial	Board Member
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Staff Present: Economic Development Director Jessica James, and Economic Development Coordinator Cynthia D. Williams

The meeting was called to order by Acting President Barry Gordon at 6:33 PM.

The Invocation was offered by Board Member Derwin Broughton.

Item No. 1 Thank You to Outgoing DCEDC Board Member; Mark Cooks.

Mr. Cooks was unable to attend the Meeting tonight to receive his token of appreciation for serving on the DCEDC Board. Staff will make sure Mr. Cooks receives the award at a later date.

Item No. 2 Welcome and Introduction of New DCEDC Board Member; Dr. Terry Smith.

Dr. Smith gave a brief introduction of herself and her background.

Item No. 3 Receive Update and Consider Approval of a Paint Grant by the DCEDC to Hall's Honey Fried Chicken for the Exterior Painting of the Building Located at 301 W. Camp Wisdom Road.

Ms. James reported that Mr. Hall will not be in attendance tonight, and that Staff is still waiting for the original receipts of work completed. Before and after pictures of the building were included in the packet. The Board will forgo taking action on this item until Mr. Hall is able to provide the receipts per the DCEDC Design Incentive's Policy and Agreement. Once the receipts are provided, Staff will bring this item back to the Board for consideration. According to the DCEDC Design Incentive Guidelines, if the work is not completed in six months, the applicant must provide an update to the Board.

Item No. 4 ***Consider Approval of the DCEDC Minutes for the Meeting Held on August 11, 2016.***

Board Member Dave Galbraith made a motion to approve the minutes as written, seconded by Acting President Barry Gordon, the vote passed unanimously.

Item No. 5 ***Citizens Public Forum.***

No citizen spoke during Citizens Public Forum.

Item No. 6 ***Receive and Discuss the Main Station Duncanville, LTD's July Monthly Financials, As Well as Duncanville Real Estate Updates.***

Ms. James reported that Mr. Anderson will not be in attendance this evening; however, he has committed to attending the October 2016 DCEDC Meeting. Staff is still waiting for clarification on a couple of the expenditures as requested by the Board at the last meeting. As soon as Staff receives those clarifications, they will be forwarded to the Board. Ms. James asked the Board to provide her with any other questions for Mr. Anderson and she will forward them to him for a response.

The Board held further discussion including the new businesses at Main Station; they seemed to be very good, tracing comments on the neighborhood blog, and there are still positive comments coming through.

Ms. James noted that Staff met with the owner of Bubbleheads. This is one of the new businesses that Mr. Anderson spoke about in his last presentation to the Board. The owner is looking for ways to expand her business, and grow into this market. Staff visited with her and provided consultation and leads.

Item No. 7 ***Receive and Discuss City Sales and Use Tax Comparison Summary.***

Ms. James reported that for the month of September, the City sales tax collections are up 16.53%. YTD the total collections are up 4.89%. The City's total collections for this period were just over \$735,000. At first glance, reviewing the numbers from Sales Tax Assurance, it looks like the majority of it is due to retail sales. It is not specific to any one industry. There are some variances in the Sales Tax Assurance report, so there might be some slight adjustments once it is reviewed with the auditors. Overall, it is very positive and the City is moving in the right direction.

The Board had further discussion including; Staff looking to the cities in the north beyond the greater Southwest for comparison, and are we compromising the law by opening up this information in a public forum. Ms. James informed the Board that all information discussed is public information.

Item No. 8 ***Receive and Consider Approval of the DCEDC Monthly Budget Report.***

Ms. James reported that DCEDC's revenues for the current period were \$231,000, which were generated from our portion of the City sales tax collections. The majority of Economic Development expenditures for the period include administration cost, supply cost, and TIF creation fees. In addition, the KDB and Beautification expenditures were just over \$6,900. These expenditures were for the flowerbeds and plantings around City Hall, some of the parks, and maintenance of the landscaping as well as trash pickup along Highway 67 and I-20. Ms. James reported the DCEDC's ending fund balance is \$440,374.

The Board had further discussion including the ending of the Costco incentive, and the status of the TIF. Ms. James explained that Staff will have more information on the TIF at the next DCEDC meeting.

Ms. James reported that Staff has been working with the new General Manager (GM) at the Fieldhouse on their business plan as well as the development of their new website. The GM is supposed to make a City Council presentation in October, which will outline a plan to increase revenues.

Board Member Dr. Matt Murrah made a motion to approve the DCEDC Monthly Budget, seconded by Board Member Derwin Broughton, the vote passed unanimously.

Item No. 9 Executive Session.

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

- Discuss Hall's Honey Fried Chicken Grant Request.

Item No. 10 Reconvene Into Open Session.

Mr. Hall was not in attendance, so no Executive Session was held.

Item No. 11 Take Any Necessary or Appropriate Action As A Result of Closed Executive Session.

Mr. Hall was not in attendance, so no Executive Session was held.

Item No. 12 Receive Staff Reports.

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

Ms. James discussed the Business and Events Activities for the previous month, which included new businesses, business expansions, and the list of Certificates of Occupancy.

- ***Receive Update on Website.***

Ms. James reported that Staff continues to work on the website. Ms. James anticipates having a draft to forward to the Board next week.

- ***Receive Update On Development of TIF.***

Ms. James reported on the status of the TIF Development and explained that the next step will be to go to Dallas County and ask them to participate at some level. She further discussed how the County could participate in the TIF.

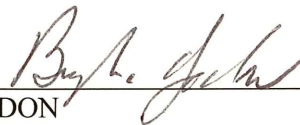
- ***Resignation of Mr. Ron White.***

Mr. White reported that he will be resigning after today. He has moved outside of the City and will not be able to serve on the Board anymore. Mr. White was presented a token of appreciation from the Board by Acting President Barry Gordon.

Item No. 13 Adjournment

The meeting was adjourned at 7:25 PM.

APPROVED:



BARRY GORDON
ACTING PRESIDENT

ATTEST:



CYNTHIA D. WILLIAMS
ECONOMIC DEVELOPMENT COORDINATOR