

**DUNCANVILLE COMMUNITY AND ECONOMIC
DEVELOPMENT CORPORATION (DCEDC) BOARD
REGULAR MEETING
AUGUST 10, 2017**

A regular meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Thursday, August 10, 2017, at 6:30 PM in the City Council Briefing Room located at City Hall.

Board Members in attendance:

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| Barry Gordon | President |
| Steve Dial | Vice President |
| Dave Galbraith | Board Member |
| Derwin Broughton | Board Member |
| Grady Smithey | Board Member |
| Dr. Matt Murrah | Board Member |
| Dr. Terry Smith | Board Member |

Board Members not in attendance:

All Board Members were present.

City Council Members Present: Council Member, District 5 Johnette Jameson, and Council Member-At-Large Patrick LeBlanc

Staff Members Present: Economic Development Director Jessica James, and Economic Development Coordinator Cynthia D. Williams

The meeting was called to order by President Gordon at 6:34 PM.

Mr. Galbraith offered the Invocation.

ITEM NO. 1 CITIZEN'S PUBLIC FORUM.

No one spoke during Citizen's Public Forum.

ITEM NO. 2 INTRODUCTIONS OF NEW CITY COUNCIL LIAISON'S.

Mr. Gordon opened the meeting, welcomed the Board Members, and introduced the City Council Liaison's.

ITEM NO. 3 CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE ANNUAL MEETING HELD ON JUNE 8, 2017.

Mr. Smithey made a motion to approve the minutes as presented, seconded by Mr. Broughton, the motion passed unanimously.

ITEM NO. 4 CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE REGULAR MEETING HELD ON JUNE 8, 2017.

Dr. Murrah made a motion to approve the minutes as presented, seconded by Mr. Galbraith, the motion passed unanimously.

ITEM NO. 5 RECEIVE AND DISCUSS THE MAIN STATION DUNCANVILLE, LTD'S MONTHLY FINANCIALS, AS WELL AS DUNCANVILLE REAL ESTATE UPDATES.

Monte Anderson, General Partner of Main Station Duncanville, LTD, reported that it is business as usual at Main Station, and they are 100% full. He is lending space to the Design Studio Group at 100 S Main Street, #114 called Inner Space. Mr. Scott Tucker is the manager. Mr. Tucker is an artist, art curator, and musician.

The Board had further discussions with Mr. Anderson including: The Cigar Shop's rental rate; the Rice Pot, and its' square footage; the businesses that participated in the July 2017 Art Walk; the bakery; and a barber that will move in next to the bakery.

ITEM NO. 6 RECEIVE AND DISCUSS CITY SALES AND USE TAX COMPARISON SUMMARY(S).

Ms. James reported that the July and August 2017 City Sales and Use Tax Comparison reports are included in the information before them. She noted that the Net Payment for Duncanville, comparing this past current month to the current month of the previous year, is up 27.63%. At the time of receiving this report, the Finance Department reviewed the City Sales Tax Collections and could not pinpoint any prepayments. That is usually what Staff sees when there is a sales tax spike. Prepayments are very common in the industry. Looking at 2017 year-to-year, compared to 2016 year-to-year, overall, for July, the City is up 11.09%. On the August 2017 report, looking at the Net Payment comparable for this month, and this year compared to this month last year, the City is down about 11.87%. This indicates that there was most likely a prepayment. Staff will review the data with the Finance Department to see if the industry that made the prepayment can be identified. Looking at 2016 year to date, compared to 2017, regardless of that adjustment, the City is still up 7.68% for the year. Compared against many cities on the report, the City is ahead of many of them or close to them.

ITEM NO. 7 RECEIVE AND CONSIDER APPROVAL OF THE DCEDC MONTHLY BUDGET REPORT.

Ms. James reported that for the month of June, the EDC collected \$190,629 in sales tax. The EDC also has miscellaneous income of \$354 for a total of \$190,983 in Total Revenues. Compared to July, the EDC collected \$229,488 in sales tax. At the close of June, the EDC ended up with a Net Profit of \$148,637. EDC had a total of \$26,112 in expenditures for the month of June. Most the expenditures pertain to salaries and to some other ancillary charges. In addition, KDB had a total of \$750. The \$750 is for the landscaping functions that the KDB performed for the EDC. Beautification efforts totaled \$9,393, which included plantings seen around town and the litter clean-up for Highway 67 and I20.

For the month of July, the ED Activity is \$19,500, which included subscriptions, memberships, and salaries. Line 22 is the Paint Program, which includes the \$76,083 awarded to GK Steel Fabrication, LLC. There are charges for Beautification of \$6,134 because the EDC does pay a portion of litter clean up around the City. Total Expenditures came to \$109,005. The EDC had a Net Profit of \$120,483.

Ms. James reported that this year, the Duncanville Fieldhouse will break even. The General Manager is looking at new ways to try to increase revenue. There are a couple of new big basketball tournaments that are high profile that have contacted Staff. Staff is working very hard to get them scheduled for next year.

The Board had further discussion to include the GK Steel Check Presentation, which took place in July as well as the reception from the KDB regarding the DCEDC's concerns on the way the money is spent.

Mr. Galbraith moved to approve the DCEDC monthly budget report, seconded by Mr. Dial, motion pass unanimously.

ITEM NO. 8 EXECUTIVE SESSION.

The DCEDC shall convene into closed executive session pursuant to Section 551.072 of the Texas Government Code to deliberate the sale, purchase or exchange of real property.

- DISCUSS MAIN STATION PROPERTY.
- DISCUSS REAL PROPERTY GENERALLY LOCATED WEST OF SH 67, SOUTH OF I-20, EAST OF CEDAR RIDGE ROAD, AND NORTH OF WHEATLAND RD.

The Board began Executive Session at 6:57 PM.

ITEM NO. 9 RECONVENE INTO OPEN SESSION.

The Board reconvened into Open Session at 7:41 PM.

ITEM NO. 10 TAKE ANY NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION.

The Board took no action.

ITEM NO. 11 RECEIVE STAFF AND BOARD REPORTS:

- ***Receive Update on Comprehensive Plan Steering Committee.***

Mr. Gordon reported that the City will take the Comprehensive Plan to City Council for approval on August 15, 2017. All the information is available in terms of the opportunity areas Freese and Nichols have identified on their website. It is a good plan in terms of understanding the many options presented to the City.

- ***Receive Update on the TIF.***

Mr. Gordon reported that the TIF Board approved the Bylaws at the last meeting. Ms. James reported that the TIF Board also approved their Project and Financing Plans. In addition, the TIF Board did accept the \$150,000 loan by the authorization for the Chairman to sign that agreement. The TIF has completed everything on its' "To Do List". The next meeting, unless other projects come up, will take place in November. At that point, the Board will review the Annual Report. Moving forward, the Board will only meet every six months.

- ***Receive 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. The Board had further questions and discussion.

Ms. James reported that City Council reviewed the attendance of all the Boards and Commissions. City Council will evaluate these reports in six months. If a Board Member cannot attend a meeting, it is critical that that Board Member informs Staff.

- **Important Dates:**
 - **BSW 2017 Legislative Breakfast Series**
 - **August 4, 11, 18, and 25, 2017 – 7:00 AM – Methodist Charlton Medical Center, 1st Floor Auditorium**
 - **DCEDC Board Photos**
 - **September 14, 2017 – 6:00 PM – City Hall Briefing Room**
 - **DCEDC Planning Session**
 - **September 14, 2017 – 6:30 PM – City Hall Briefing Room**
 - **TEDC Economic Development Sales Tax Workshop**
 - **October 27, 2017 – Hampton Inn, Mesquite, TX**

ADJOURNMENT

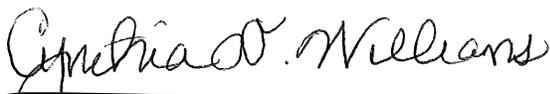
The meeting was adjourned at 8:39 PM.

APPROVED:



BARRY GORDON
PRESIDENT

ATTEST:



CYNTHIA WILLIAMS
ECONOMIC DEVELOPMENT COORDINATOR