

**DUNCANVILLE COMMUNITY AND ECONOMIC
DEVELOPMENT CORPORATION (DCEDC) BOARD
REGULAR MEETING
DECEMBER 14, 2017**

A regular meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Thursday, December 14, 2017, at 6:30 PM in the City Council Briefing Room located at City Hall.

Board Members in attendance:

Barry Gordon	President
Steve Dial	Vice President
Grady Smithey	Board Member
Dr. Matt Murrah	Board Member
Derwin Broughton	Board Member

Board Members not in attendance:

Dr. Terry Smith	Board Member
Dave Galbraith	Board Member

City Council Members Present: There were no City Council Members present.

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

The meeting was called to order by President Gordon at 6:30 PM.

Dr. Murrah offered the Invocation.

ITEM NO. 1. CITIZEN'S PUBLIC FORUM.

No citizen's spoke during Citizen's Public Forum.

ITEM NO. 2 HOLD ELECTIONS FOR THE PRESIDENT AND VICE PRESIDENT DCEDC OFFICES.

Mr. Smithey made a motion to re-elect Mr. Gordon as President, seconded by Mr. Broughton the vote passed unanimously.

Dr. Murrah made a motion to re-elect Mr. Dial as Vice President, seconded by Mr. Smithey, the vote passed unanimously.

ITEM NO. 3. CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE REGULAR MEETING HELD ON NOVEMBER 9, 2017.

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

ITEM NO. 4 RECEIVE AND DISCUSS THE MAIN STATION DUNCANVILLE, LTD'S MONTHLY FINANCIALS, AS WELL AS DUNCANVILLE REAL ESTATE UPDATES.

Ms. James reported that Mr. Anderson will provide an update to the Board at the next DCEDC Meeting. The Board did authorize Mr. Anderson to be in attendance once a quarter. At this time, Staff is not aware of any changes that have taken place at Main Station.

Mr. Gordon noted that the report does show an outstanding debt of \$1.457 million dollars on the outstanding loan, and monthly payments of \$4,700 indicated in the submitted financials to the Board.

ITEM NO. 5 RECEIVE AND DISCUSS CITY SALES AND USE TAX COMPARISON SUMMARY.

Ms. James reported comparing month-to-month from this period compared to the same time last year, Duncanville is up 4.92%. Overall, year-to-date, Duncanville is up 6.84%. Staff continues to incorporate the other cities in the Summary at the Board's request.

ITEM NO. 6 RECEIVE AND CONSIDER APPROVAL OF THE DCEDC MONTHLY BUDGET REPORT.

Ms. James reported that Staff would like to review Agenda Items No. 6 and 7 together since they go hand in hand. Line 33 on the Report shows \$28,500 for MD Multi Services, LLC (Dallas Heart and Vascular). That was a grant approved back in 2013. Unfortunately, when the FY 2017 - 2018 Budget was passed by City Council, it did not include this amount. Staff originally thought that the building was going to be finished last year; however, it was not. Staff did not anticipate having to carry over that \$28,500, but the EDC does because MD Multi Services, LLC just received the green tag on their building shell. This does need to include in the budget as the Board has already approved the grant.

Ms. James, as reported at last month's meeting, reminded the Board that in the next month to two months the Board can expect to see some changes in those close out numbers for last fiscal year. Finance is closing out the year, and those numbers are subject to change.

EDC's net profit at this point shows a loss of \$41,554 for the current month. However, once the sales tax dollars catch up, that will change. EDC's fund balance is \$2.4 million dollars.

There were further questions/discussion.

Dr. Murrah made a motion to approve the DCEDC Monthly Budget Report as presented, seconded by Mr. Dial, the vote passed unanimously.

ITEM NO. 7 CONSIDER APPROVAL OF AN AMENDMENT TO THE FY 17 – 18 DCEDC BUDGET TO INCLUDE THE PREVIOUSLY APPROVED GRANT TO MD MULTI SERVICES, LLC IN THE AMOUNT OF \$28,500.

Dr. Murrah made a motion to approve the amendment to the FY 17 – 18 DCEDC Budget to include the previously approved grant to MD Multi Services, LLC in the amount of \$28,500, seconded by Mr. Broughton, the vote passed unanimously.

ITEM NO. 8 RECEIVE AND DISCUSS THE DUNCANVILLE FIELDHOUSE BUDGET STATUS REPORT.

Ms. James reported that Accounting and the Fieldhouse Staff monitor the Fieldhouse budget. The Fieldhouse is booked every weekend from now to the end of the year. Staff is still working on the façade renovations, and hope these improvements increase the revenues as well as the branding. General Manager, Craig Brasfield will come back to the Board when the renovations are complete.

There were further questions/discussion.

ITEMNO. 9 RECEIVE AND DISCUSS REGIONAL RAIL AND EXPANSION OF PASSENGER RAIL SOUTH OF THE EXISTING WESTMORELAND DALLAS AREA RAPID TRANSIT STATION TO DUNCANVILLE.

City Manager Kevin Hugman provided the Board with an update on the regional rail and expansion of passenger rail service in Duncanville. One of City Council's six major goals for the last two years has been to provide multi-mobile transportation in Duncanville. City Council had their retreat again this year about six weeks ago, and revisited those six goals to discuss keeping, tweaking, or changing those goals. City Council made a few changes, but that is still one of the major goals. City Council recognizes that that is a longer-term objective that will not be achieved immediately. Staff is working on trying to initiate some discussions. The Best Southwest Partnership has a transportation subcommittee. The Best Southwest Partnership encompasses many of the cities in the Best Southwest. Each city has different needs. That has been one of the discussions. The Partnership cannot advocate one city over the other. Marcus Knight, Mayor of Lancaster, heads that committee. The committee is looking at a few different options. On November 2, 2017, Staff and members of City Council attended the Proposed Improvements to I-635/I-20 from US 80 to SH 161 - Public Meeting in Cedar Hill, Texas. One of the panelist was Michael Morris, Director of Transportation – NCTCOG. He discussed perhaps NCTCOG working with Burlington Northern with some type of rail option such as a rail system running twice a day. Mr. Hugman and Greg Porter, City Manager of Cedar Hill, Texas spoke with Mr. Morris, but to date, have not received a response back. Both cities do plan to keep pressuring Mr. Morris. The Best Southwest is also working with NCTCOG to address the transportation issue within the Best Southwest, and this is still very high on the City of Duncanville's radar.

There were further questions/discussion.

ITEM NO. 10 CONSIDER APPROVING A RESOLUTION EXPRESSING SUPPORT FOR REGIONAL RAIL AND EXPANSION OF PASSENGER RAIL SOUTH OF THE EXISTING WESTMORELAND DALLAS AREA RAPID TRANSIT STATION TO DUNCANVILLE.

Mr. Gordon read the proposed resolution to the Board. Mr. Smithey made a motion to approve a resolution expressing support for regional rail and expansion of passenger rail south of the existing Westmoreland Dallas Area Rapid Transit Station to Duncanville, seconded by Mr. Dial, the vote passed unanimously.

ITEM NO. 11 DISCUSS AND CONSIDER APPROVAL OF A RESOLUTION OF THE BOARD OF DIRECTORS FOR THE DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION (DCEDC), APPROVING AN AMENDMENT TO THE BYLAWS BY AMENDING ARTICLE IV (FUNCTIONAL CORPORATE DUTIES AND REQUIREMENTS), SECTION 4 (PARTICIPATION IN BOARD MEETINGS).

Mr. Gordon reported that the Board deferred action on this Agenda Item at the last DCEDC meeting because the full board was not in attendance. Even though, there is greater participation tonight, there are a couple of members not in attendance. After discussion, the Board agreed to continue to move forward with consideration and discussion tonight.

Mr. Gordon read the Current and Proposed Bylaws for Article IV (Functional Corporate Duties and Requirements), Section 4 (Participation in Board Meetings) to the Board.

Current Bylaws:

ARTICLE IV
FUNCTIONAL CORPORATE DUTIES AND REQUIREMENTS

SECTION 4. PARTICIPATION IN BOARD MEETINGS.

The City Manager, Secretary, Mayor and Councilmembers, shall have the right to take part in any discussion of the Board, or committees thereof, including attendance of executive sessions, but shall not have the power to vote in any meetings attended.

Proposed Bylaws:

ARTICLE IV
FUNCTIONAL CORPORATE DUTIES AND REQUIREMENTS

SECTION 4. PARTICIPATION IN BOARD MEETINGS.

The City Manager, Secretary, Mayor, and Councilmembers, shall have the right to attend and take part in any discussion of the Board, or committees thereof, except executive sessions, unless specifically invited by the Board of Directors, but shall not have the power to vote.¹

fn 1. The Attorney General of the State of Texas has ruled that only members of the governing body, to wit: The DCEDC, have the inherent right to participate or to be included in a closed executive session (Attorney General Opinion No. JC-0375 (2001) and Attorney General Opinion GA-0277 (2004)). There was further questions/discussion.

Mr. Smithey made a motion to approve the proposed changes to the DCEDC Bylaws for Article IV (Functional Corporate Duties and Requirements), Section 4 (Participation in Board Meetings), seconded by Mr. Dial, the vote passed unanimously.

Ms. James noted this agenda item will go before City Council for final approval, and will include the City Attorney's Footnote regarding the proposed change.

ITEM NO. 12 ECXECUTIVE SESSION.

In accordance with the Texas Government Code, the DCEDC shall convene into closed executive session pursuant to Section 551.072 – Deliberations about Real Property, to deliberate the purchase, exchange, lease, or value of real property.

- RECEIVE AND DISCUSS APPROISAL OF RAIL ROAD FLATS PROPERTY.

The Board began Executive Session at 7:32 PM.

ITEM NO. 13 RECONVENE INTO PEN SESION.

The Board reconvened into Open Session at 7:53 PM.

ITEM NO. 14 TAKE ANY NECESSARY OR APPROPRIATE ACTION BECAUSE OF CLOSED EXECUTIVE SESSION.

The Board took no action.

ITEM NO. 15 RECEIVE STAFF AND BOARD REPORTS.

- **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.

- **IMPORTANT DATES**
 - **DCEDC BOARD PHOTOS**
 - **JANUARY 11, 2018 – 6:00 PM**

Staff will schedule January 11, 2018 to take Board photos.

ADJOURNMENT

The meeting adjourned at 8:15 PM.

APPROVED:



**BARRY GORDON
PRESIDENT**

ATTEST:



**CYNTHIA D WILLIAMS
ECONOMIC DEVELOPMENT COORDINATOR**