

**DUNCANVILLE COMMUNITY AND ECONOMIC
DEVELOPMENT CORPORATION (DCEDC) BOARD
REGULAR MEETING
FEBRUARY 19, 2018**

A regular meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Thursday, February 19, 2018, at 6:00 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
Dave Galbraith	Board Member
Dr. Terry Smith	Board Member

Board Members not in attendance:

All Board Members were in attendance.

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

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

The meeting was called to order by President Gordon at 6:00 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 CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE MEETING HELD ON JANUARY 11, 2018.

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

ITEM NO. 3 RECEIVE AND DISCUSS THE MAIN STATION DUNCANVILLE, LTD'S MONTHLY FINANCIALS, AS WELL AS DUNCANVILLE REAL ESTATE UPDATES.

President Gordon allowed the Board an opportunity to review the Financials. There were no questions/discussion.

ITEM NO. 4 RECEIVE AND DISCUSS CITY SALES AND USE TAX COMPARISON SUMMARY.

Ms. James reported that comparing the current month to the same time last year, the City is up 7.10%. Year-to-Date, Duncanville, compared to the same time in 2016, is still up 6%.

Ms. James clarified the City Sales and Use Tax Comparison Summary submitted to the Board at the last DCEDC Meeting. In terms of the collections, the Summary showed the same numbers. The reason, is because last month was the first month the City starts receiving sales tax for the Fiscal Year. Every year it will be like that in January on the Summary. Staff did confirm this with the Finance Department.

There were further questions/discussion regarding the communities identified on the Summary. Ms. James reported that some of the communities on the Summary are standard for the City, which are used as benchmarks; however, Staff will ask the Finance Department to add Mansfield, and Midlothian, per the Board's request.

ITEM NO. 5 RECEIVE AND CONSIDER APPROVAL OF THE DCEDC MONTHLY BUDGET REPORT.

Ms. James reported that for the month, the EDC collections for sales tax is \$193,060, and the total expenditures is \$33,035, which leaves the EDC with a net profit of \$160,025. The report indicates where the EDC is located YTD, and where the EDC anticipates being at the end of the fiscal year, which includes the EDC Fund Balance as forwarded. The expenditures for EDC includes salaries, contractual services, and advertising. The Report also indicates the Transfer to the General Fund expense which, is standard, and the small beautification efforts.

There was further questions/discussion.

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

ITEM NO. 6 RECEIVE AND DISCUSS THE DUNCANVILLE FIELDHOUSE BUDGET STATUS REPORT.

Ms. James reported that Bart Stevenson; Director of Parks and Recreation, and Craig Brasfield; General Manager of the Duncanville Fieldhouse will provide an update to City Council tomorrow night regarding the Fieldhouse façade improvements. She reiterated that those costs are not covered by the DCEDC, but by Hotel Occupancy Tax (HOT) Funds.

Ms. James also reported that today, the new Marketing Manager for the Fieldhouse started. That person will be responsible for marketing the facility as well as assisting with events hosed by the Fieldhouse.

ITEM NO. 7 RECEIVE AND CONSIDER APPROVAL OF THE 2017 DCEDC ANNUAL REPORT.

Ms. James reported that this report highlights the activities of the Board, and at the last DCEDC meeting, the Board provided Staff with feedback regarding the Report. Staff did go back and make those modifications.

There was further questions/discussion, which included additional modifications from the Board.

Mr. Smithey made a motion to approve the 2017 DCEDC Annual Report with the additional modifications, seconded by Mr. Dial, the motion passed unanimously.

ITEM NO. 8 HOLD A PUBLIC HEARING REGARDING THE 2017 – 2018 DCEDC COMMUNITY ENHANCEMENT PROGRAM.

President Gordon opened the Public Hearing at 6:33 PM. There were no citizens for the Public Hearing. President Gordon closed the Public Hearing at 6:34 PM.

ITEM NO. 9 RECEIVE AND CONSIDER APPROVAL OF THE 2017 – 2018 DCEDC COMMUNITY ENHANCEMENT PROGRAM.

Ms. James reported that at the last DCEDC meeting, the Board provided Staff with feedback regarding the 2017 – 2018 DCEDC Community Enhancement Program. Staff went back and made those modifications as well, which included the modification of the DCEDC Mission and Vision Statement, and the removal of the DCEDC Disclaimer.

There was further questions/discussion.

Dr. Murrah made a motion to approve the 2017 – 2018 DCEDC Community Enhancement Program as presented, seconded by Mr. Dial, the motion passed unanimously.

ITEM NO. 10 DISCUSS AND CONSIDER APPROVAL OF AN AMENDMENT TO THE DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION (DCEDC) BYLAWS AMENDING ARTICLE IV (FUNCTIONAL CORPORATE DUTIES AND REQUIREMENTS, SECTION 4 (PARTICIPATION IN BOARD MEETINGS)).

President Gordon gave the Board a moment to review the Agenda Background information regarding this Agenda Item. The key to this Agenda Item is a statement he made in front of City Council on January 16, 2018. He then provided the Board with a background of the statement he made.

After further questions/discussion, Mr. Smithey made a motion to forward the amendment of the Bylaws as previously voted on by the Board at the DCEDC December 14, 2017 meeting to City Council. Dr. Smith seconded the motion. The vote was cast 6 for, 1 against (President Gordon).

ITEM NO. 11 EXECUTIVE SESSION.

In accordance with the Texas Government Code Section 551.087 (2) Deliberations Regarding Economic Development Negotiations, deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1).

- DISCUSS REAL PROPERTY GENERALLY LOCATED WEST OF SH67, SOUTH OF I-20, EAST OF CEDAR RIDGE ROAD, AND NORTH OF WHEATLAND RD.

The Board began Executive Session at 7:42 PM.

ITEM NO. 12 RECONVENE INTO OPEN SESSION.

The Board reconvened into Open Session at 8:01 PM.

ITEM NO. 13 TAKE ANY NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION.

The Board took no action.

ITEM NO. 14 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/discussion.

- **UPCOMING EVENTS**
 - Flavor of Duncanville
 - Duncanville High School
 - March 15, 2018, 4:00 PM – 8:00 PM

ADJOURNMENT

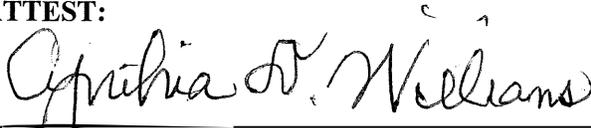
The meeting adjourned at 8:17 PM.

APPROVED:



**BARRY GORDON
PRESIDENT**

ATTEST:



**CYNTHIA D WILLIAMS
ECONOMIC DEVELOPMENT COORDINATOR**