



**DUNCANVILLE COMMUNITY AND  
ECONOMIC DEVELOPMENT CORPORATION (DCEDC)  
REGULAR MEETING  
BRIEFING ROOM, DUNCANVILLE CITY HALL  
203 E WHEATLAND RD, DUNCANVILLE, TX  
APRIL 16, 2018 @ 6:00 PM**

*\*DCEDC MISSION STATEMENT\*  
TO SERVE AS A CATALYST FOR COMMUNITY DEVELOPMENT  
AND ECONOMIC OPPORTUNITY.*

**AGENDA**

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**CALL TO ORDER**

**INVOCATION**

1. CITIZEN'S PUBLIC FORUM.
2. CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE MEETING HELD ON MARCH 19, 2018.
3. RECEIVE AND DISCUSS THE MAIN STATION DUNCANVILLE, LTD'S MONTHLY FINANCIALS, AS WELL AS DUNCANVILLE REAL ESTATE UPDATES.
4. RECEIVE AND DISCUSS THE 2018 MAIN STATION DUNCANVILLE, LTD BUDGET.
5. RECEIVE AND DISCUSS CITY SALES AND USE TAX COMPARISON SUMMARY.
6. RECEIVE AND CONSIDER APPROVAL OF THE DCEDC MONTHLY BUDGET REPORT.
7. RECEIVE AND DISCUSS THE DUNCANVILLE FIELDHOUSE SPORTS FACILITY FINANCIAL STATUS REPORT.
8. RECEIVE UPDATE ON WEITZMAN GROUP FAÇADE AND ARCHITECTURAL IMPROVEMENT INCENTIVE GRANT.
9. DISCUSS AND CONSIDER CHANGING THE DCEDC BOARD MEETING DAY AND TIME.
10. 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 SH 67, SOUTH OF I-20, EAST OF CEDAR RIDGE ROAD, AND NORTH OF WHEATLAND RD.

11. RECONVENE INTO OPEN SESSION.

12. TAKE ANY NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION.

13. RECEIVE STAFF AND BOARD REPORTS.

- RECEIVE BUSINESS AND EVENTS ACTIVITY UPDATES.
- IMPORTANT DATES/UPCOMING EVENTS:
  - TxDOT I-20 SERVICE ROAD SOUND WALL PUBLIC MEETING
    - APRIL 24, 2018, 6:30 PM, D.L. HOPKINS, JR. SENIOR CENTER
  - CITY ELECTIONS
    - MAY 5, 2018, 7:00 AM - 7:00 PM, POLLING VENUES
  - 2018 NATIONAL POLICE MEMORIAL DAY
    - MAY 15, 2018, 10:00 AM - 10:30 AM, DUNCANVILLE POLICE STATION

## ADJOURNMENT

**POSTED BY THURSDAY  
APRIL 12, 2018 BY 5:00 PM**



**CYNTHIA D WILLIAMS  
ECONOMIC DEVELOPMENT COORDINATOR**

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*Members of the City Council, including a possible quorum, might be present in the audience and some of the City Council members might make comments or participate in the discussion as audience members. There will be no deliberation, vote, or action by the City Council.*

*The City of Duncanville does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. If you have a request for services that will make this program accessible to you, please contact the City of Duncanville at least 72 hours in advance at (972) 780-5012. (TDD Access 1-800-RELAY-TX)*

*Pursuant to section 30.07, penal code (trespass by license holder with an openly carried handgun), a person licensed under subchapter h, chapter 411, government code (handgun licensing law), may not enter this meeting room with a handgun that is carried openly.*

*De conformidad con la sección 30.07 del código penal (prevaricación por licenciario con una arma de mano llevada abiertamente), una persona con licencia bajo el subcapítulo h, capítulo 411, código de gobierno (ley de licencias para portar armas), no pueden entrar a la sala de reuniones con una arma de mano que se practica abiertamente.*

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# AGENDA BACKGROUND

## ITEM NO. 1

**MEETING DATE:** Monday, April 16, 2018

**TITLE:** Citizen's Public Forum.

**BACKGROUND/HISTORY:** The Duncanville Community and Economic Development Corporation Bylaws provide there be a Public Forum as part of the regular meetings. The purpose of the Public Forum is to allow public comment to be made by citizens regarding Board matters. The format of the Public Forum is subject to the President's discretion. When recognized to speak, the citizen is asked to please state his/her name and address for the record. Comments will be limited to two minutes per speaker.

Citizens wishing to speak on a Public Hearing Agenda item shall not address the Board during the Public Forum. Time is allowed for proponents and opponents to speak on a public hearing item during the set Public Hearing.



# AGENDA BACKGROUND

## ITEM NO. 2

**MEETING DATE:** Monday, April 16, 2018

**TITLE:** Consider Approval of the DCEDC Minutes for the Meeting held on March 19, 2018.

**BACKGROUND/HISTORY:** Copies of the draft minutes for the Regular Meeting on March 19, 2018, are attached for review.

**ATTACHMENTS:** DCEDC Minutes from Thursday, March 19, 2018.

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

A regular meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Monday, March 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   |
| Derwin Broughton | Board Member   |
| Dave Galbraith   | Board Member   |
| Dr. Terry Smith  | Board Member   |

Board Members not in attendance:

|                 |              |
|-----------------|--------------|
| Dr. Matt Murrah | Board Member |
|-----------------|--------------|

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

Guest Present: Evan Smith with Weitzman Group, and Asset Manager for Cedar Park Shopping Center, and Karen Kestler; Property Manager for Cedar Park Shopping Center

The meeting was called to order by President Gordon at 6:01 PM.

Mr. Gordon 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 FEBRUARY 19, 2018.***

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

Monte Anderson, General Partner of Main Station Duncanville, LTD, was not in attendance. Ms. James reported that if the Board has any questions, Staff will follow-up with Mr. Anderson.

There was no questions/discussion.

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

At the last DCEDC Meeting, the Board requested that Mansfield and Midlothian be included on the Summary. Staff did include both cities; however, it was cut off on the printing/page. Ms. James stated that she did review Midlothian, and it is up.

Ms. James reported that Year-to-Date, Duncanville is up 5.39%, and comparing last month to the same time last year, the City is up 3.95%.

There was further questions/discussion.

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

Ms. James, as discussed at the last DCEDC Meeting, stated that Staff is working on new billing software that will change the look of the financial statement in the future.

Ms. James reported that the DCEDC collected \$256,714 in sales tax revenue. There were expenditures of \$18,880 for salaries, miscellaneous supplies, i.e., Board food, rental for printers, printer paper charges, and legal and professional services. There was also a standard transfer fee to the General Fund. The \$179 activity is for KDB activities, and the \$48,000 is for Ten Hagen. The total Design Incentive Grants for the \$53,000 year-to-date, includes the Leon Miller Paint Grant, as well as Ten Hagen. The Beatification efforts costs are \$1,383. The Debt Service Park Bonds payment was \$485,080. Total Expenditures for the month is \$559,306. The EDC Fund Balance to date is \$421,743.

There was further questions/discussion.

Dr. Smith made a motion to approve the DCEDC Monthly Budget Report with the change to the Year-to-Date number, seconded by Mr. Broughton, the motion passed unanimously.

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

Ms. James instructed the Board to let her know if there were any questions that she can clarify, and Staff will make sure the spreadsheet reads Duncanville Fieldhouse Sports Facility instead of Duncanville Sports Facility.

There was further questions/discussion.

Staff will have the Duncanville Fieldhouse Staff come and provide the Board with an update at an upcoming meeting.

***ITEM NO. 7 RECEIVE AND CONSIDER A PRESENTATION AND REQUEST FROM WEITZMAN GROUP FOR A FAÇADE AND ARCHITECTURAL IMPROVEMENT INCENTIVE GRANT FOR A MASONRY WALL FOR THE PROPERTY LOCATED AT 201 - 331 S CEDAR RIDGE DR, DUNCANVILLE, TEXAS 75116.***

Mr. Smith and Ms. Kestler introduced themselves to the Board. Mr. Smith stated that there is a 298-foot linear fence going across the rear of the property that backs into the neighboring property, and three

residential homes. Currently, that is just a wooden fence that has been grandfathered in for the property owners to maintain a wooden fence. It has since fallen. The property owners received notice from the City that it needed to be repaired along with new ordinances, which state that a masonry wall is needed to replace their portion of the fence. This was not an expense the property owners were expecting, which is why Mr. Smith and Ms. Kestler came to the DCEDC to make a case for a partnership on this issue. The Weitzman Group received numerous bids; however, one of the issues Weitzman had initially, was that all three bids proposed the same concrete wall solution. The manufacturer provided the low bid. Weitzman went to eight companies, and some only bid a brick concrete fence, which adhered to Zoning, but would not be eligible for DCEDC funds. The P & Z Department gave Weitzman a list of preferred contractors, and Weitzman did specifically try to reach out for bids from Duncanville contractors.

There was further questions/discussion.

The Board agreed to take this discussion into Executive Session, and Staff will notify Weitzman Group tomorrow on the Board's decision.

***ITEM NO. 8 EXECUTIVE 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.

- 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 6:51 PM.

Because of a possible conflict of interest, Mr. Dial recused himself from the room at 7:10 PM.

At 7:46 PM, Mr. Dial rejoined the meeting.

***ITEM NO. 9 RECONVENE INTO OPEN SESSION.***

The Board reconvened into Open Session at 7:49 PM.

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

Dr. Smith made a motion that the DCEDC agree to grant the Weitzman Group 5% of the lowest bid not to exceed \$2,200 on the condition that this grant be used for the betterment of a wall from CMU to a masonry precast wall of a neutral or earth tone color, and that it must meet all City and state requirements and ordinances, and that the Board authorizes the Board President to sign the appropriate documents. Mr. Galbraith second the motion. The vote was cast 5 for, 0 against, with Board Member Dr. Murrah absent, and one abstention (Mr. Dial).

***ITEM NO. 11 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.

- **IMPORTANT DATES/UPCOMING EVENTS.**
  - 2018 R.E.D. Summit
    - March 22, 2018, 11:00 AM – 1:00 PM, Hilton Garden Inn
  - TxDOT Public Hearing on I-20 SR Project
    - March 27, 2018, 6:00 PM – 8:00 PM, Hilton Garden Inn

**ADJOURNMENT**

*The meeting adjourned at 8:12 PM.*

**APPROVED:**

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**BARRY GORDON  
PRESIDENT**

**ATTEST:**

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**CYNTHIA D WILLIAMS  
ECONOMIC DEVELOPMENT COORDINATOR**



# AGENDA BACKGROUND

## ITEM NO. 3

**MEETING DATE:** Monday, April 16, 2018

**TITLE:** Receive and Discuss the Main Station Duncanville, LTD's Monthly Financials, as well as Duncanville Real Estate Updates.

**PRESENTED BY:** Monte Anderson, Owner, Options Real Estate or his designee

**BACKGROUND/HISTORY:** The Main Station Duncanville LTD's monthly statements will be provided to the Board at the meeting. Mr. Anderson or his designee will be in attendance to provide an update.



# AGENDA BACKGROUND

**ITEM NO. 4**

**MEETING DATE:** Monday, April 16, 2018

**TITLE:** Review and Discuss the 2018 Main Station Duncanville, LTD Budget.

**PRESENTED BY:** Monte Anderson, Owner, Options Real Estate or his designee

**BACKGROUND/HISTORY:** Mr. Anderson or his designee will present the 2018 Main Station Duncanville, LTD Budget to the DCEDC Board.



# AGENDA BACKGROUND

**ITEM NO. 5**

**MEETING DATE:** Monday, April 16, 2018

**TITLE:** Receive and Discuss City Sales and Use Tax Comparison Summary.

**PRESENTED BY:** Jessica James, Director of Economic Development

**BACKGROUND/HISTORY:** The City Sales and Use Tax Comparison Summary is attached for the Board's review.

**STATE OF TEXAS - COMPTROLLER OF PUBLIC ACCOUNTS**  
**CITY SALES AND USE TAX COMPARISON SUMMARY - APRIL 2018**

| County/City         | Rate         | Net Payment           | Comparable Payment   | % Change      | 2017 Payments         | 2016 Payments         | % Change     |
|---------------------|--------------|-----------------------|----------------------|---------------|-----------------------|-----------------------|--------------|
| <b>Dallas</b>       | <b>1.00%</b> | <b>\$1,325,327.21</b> | <b>\$955,024.33</b>  | <b>38.77%</b> | <b>\$4,838,734.65</b> | <b>\$4,419,485.56</b> | <b>9.48%</b> |
| Addison             | 1.00%        | 1,325,327.21          | 955,024.33           | 38.77%        | 4,838,734.65          | 4,419,485.56          | 9.48%        |
| Balch Springs       | 2.00%        | 569,979.29            | 529,068.47           | 7.73%         | 2,498,411.26          | 2,314,254.66          | 7.95%        |
| Carrollton          | 1.00%        | 3,017,073.32          | 2,826,664.54         | 6.73%         | 12,855,760.19         | 11,752,745.56         | 9.38%        |
| Cedar Hill          | 1.88%        | 1,034,711.00          | 1,088,846.46         | -4.97%        | 5,063,033.96          | 4,991,761.77          | 1.42%        |
| Cockrell Hill       | 1.00%        | 29,818.45             | 27,921.25            | 6.79%         | 149,591.59            | 117,978.56            | 26.79%       |
| Coppell             | 1.75%        | 2,654,697.61          | 2,679,525.16         | -0.92%        | 13,092,393.78         | 11,535,686.72         | 13.49%       |
| Dallas              | 1.00%        | 22,015,096.33         | 21,833,857.66        | 0.83%         | 97,929,742.55         | 95,760,226.51         | 2.26%        |
| De Soto             | 2.00%        | 819,523.42            | 800,600.68           | 2.36%         | 4,861,482.20          | 4,351,928.48          | 11.70%       |
| <b>Duncanville</b>  | <b>2.00%</b> | <b>749,939.85</b>     | <b>728,094.64</b>    | <b>3.00%</b>  | <b>3,298,374.70</b>   | <b>3,146,104.81</b>   | <b>4.83%</b> |
| Farmers Branch      | 1.00%        | 1,019,301.02          | 1,057,423.42         | -3.60%        | 4,658,622.49          | 4,745,197.84          | -1.82%       |
| Garland             | 1.00%        | 1,952,934.70          | 2,093,890.09         | -6.73%        | 9,093,397.44          | 9,316,855.87          | -2.39%       |
| Glenn Heights       | 1.00%        | 38,911.06             | 37,039.97            | 5.05%         | 185,415.40            | 176,833.25            | 4.85%        |
| Highland Park       | 1.00%        | 252,447.45            | 257,394.10           | -1.92%        | 1,445,204.11          | 1,317,694.33          | 9.67%        |
| Hutchins            | 2.00%        | 179,749.62            | 174,511.04           | 3.00%         | 790,354.84            | 780,321.05            | 1.28%        |
| Irving              | 1.00%        | 4,574,241.87          | 4,603,209.88         | -0.62%        | 21,257,906.62         | 22,448,554.28         | -5.30%       |
| Lancaster           | 2.00%        | 786,218.45            | 750,145.38           | 4.80%         | 3,522,590.54          | 3,159,390.57          | 11.49%       |
| Mesquite            | 2.00%        | 3,016,112.62          | 2,971,888.33         | 1.48%         | 14,271,098.52         | 14,203,429.82         | 0.47%        |
| Richardson          | 1.00%        | 2,370,777.09          | 2,353,403.13         | 0.73%         | 12,255,262.85         | 11,959,245.27         | 2.47%        |
| Rowlett             | 1.00%        | 480,486.20            | 486,098.85           | -1.15%        | 2,198,237.67          | 2,220,414.97          | -0.99%       |
| Sachse              | 1.75%        | 185,502.77            | 169,231.99           | 9.61%         | 889,663.71            | 866,266.28            | 2.70%        |
| Seagoville          | 2.00%        | 221,227.66            | 230,366.62           | -3.96%        | 1,037,660.29          | 1,032,335.22          | 0.51%        |
| Sunnyvale           | 2.00%        | 214,869.18            | 218,927.65           | -1.85%        | 988,235.28            | 928,089.84            | 6.48%        |
| University Park     | 1.00%        | 276,984.90            | 281,112.22           | -1.46%        | 1,427,987.00          | 1,395,880.36          | 2.30%        |
| Wilmer              | 2.00%        | 276,804.65            | 291,368.79           | -4.99%        | 1,216,687.52          | 1,300,709.14          | -6.45%       |
| <b>County Total</b> |              | <b>48,062,735.72</b>  | <b>47,445,614.65</b> | <b>1.30%</b>  | <b>219,825,849.16</b> | <b>214,241,390.72</b> | <b>2.61%</b> |
| <b>Tarrant</b>      |              |                       |                      |               |                       |                       |              |
| Bedford             | 2.00%        | \$769,495.93          | \$658,877.52         | 16.78%        | \$3,465,470.84        | \$3,288,204.18        | 5.39%        |
| Hurst               | 1.50%        | \$1,081,876.08        | \$1,106,918.74       | -2.26%        | \$5,416,890.22        | \$5,528,921.48        | -2.02%       |
| Mansfield           | 2.00%        | \$1,652,715.04        | \$1,474,997.44       | 12.04%        | \$7,491,864.31        | \$6,957,221.10        | 7.68%        |
| Southlake           | 1.88%        | \$1,991,321.07        | \$1,611,187.70       | 23.59%        | \$9,826,442.59        | \$9,414,326.12        | 4.37%        |
| Grand Prairie       | 1.75%        | \$3,875,105.99        | \$3,400,945.43       | 13.94%        | \$18,293,307.68       | \$17,171,520.04       | 6.53%        |
| Grapevine           | 1.50%        | \$2,880,215.26        | \$2,880,830.01       | -0.02%        | \$13,838,083.13       | \$13,340,687.10       | 3.72%        |
| <b>Denton</b>       |              |                       |                      |               |                       |                       |              |
| Corinth             | 1.75%        | \$180,723.79          | \$165,015.48         | 9.51%         | \$850,417.89          | \$788,735.88          | 7.82%        |
| <b>Ellis</b>        |              |                       |                      |               |                       |                       |              |
| Midlothian          | 2.00%        | \$529,635.24          | \$463,765.69         | 14.20%        | \$2,603,189.83        | \$2,255,934.87        | 15.39%       |



# AGENDA BACKGROUND

**ITEM NO. 6**

**MEETING DATE:** Monday, April 16, 2018

**TITLE:** Receive and Consider Approval of the DCEDC Monthly Budget Report.

**PRESENTED BY:** Jessica James, Director of Economic Development

**BACKGROUND/HISTORY:** Ms. James will present the DCEDC Monthly Budget Report to the Board at the meeting.



# AGENDA BACKGROUND

**ITEM NO. 7**

**MEETING DATE:** Monday, April 16, 2018

**TITLE:** Receive and Discuss the Duncanville Fieldhouse Sports Facility Financial Status Report.

**PRESENTED BY:** Jessica James, Director of Economic Development

**BACKGROUND/HISTORY:** Ms. James, will present the Duncanville Fieldhouse Sports Facility Financial Status Report to the Board at the meeting.



# AGENDA BACKGROUND

**ITEM NO. 8**

**MEETING DATE:** Monday, April 16, 2018

**TITLE:** Receive Update on Weitzman Group Façade and Architectural Improvement Incentive Grant.

**PRESENTED BY:** Jessica James, Director of Economic Development

**BACKGROUND/HISTORY:** Ms. James will discuss the status of the Weitzman Group Façade and Architectural Improvement Incentive Grant.



# AGENDA BACKGROUND

**ITEM NO. 9**

**MEETING DATE:** Monday, April 16, 2018

**TITLE:** Discuss and Consider Changing the DCEDC Board Meeting Day and Time.

**PRESENTED BY:** Jessica James, Director of Economic Development

**BACKGROUND/HISTORY:** Ms. James will discuss with the Board the need to revisit the current date and time of the Board meeting.



# AGENDA BACKGROUND

**ITEM NO. 10**

**MEETING DATE:** Monday, April 16, 2018

**TITLE:** Executive Session.

**BACKGROUND/HISTORY:** 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 SH 67, SOUTH OF I-20, EAST OF CEDAR RIDGE ROAD, AND NORTH OF WHEATLAND RD.



**ITEM NO. 11**

**MEETING DATE:** Monday, April 16, 2018

**TITLE:** Reconvene into Open Session.

**BACKGROUND/HISTORY:** After closed session, the Board shall reconvene into an open session prior to adjournment and shall make specific disclosures of actions that were taken in closed session.



# AGENDA BACKGROUND

**ITEM NO. 12**

**MEETING DATE:** Monday, April 16, 2018

**TITLE:** Take any Necessary or Appropriate Action as A Result of Closed Executive Session.

**BACKGROUND/HISTORY:** The Board will take any necessary action in Open Session as a result of Executive Session.



# AGENDA BACKGROUND

ITEM NO. 13

**MEETING DATE:** Monday, April 16, 2018

**TITLE:** Receive Staff and Board Reports.

- Receive Business and Events Activity Updates.
- Important Dates/Upcoming Events:
  - TxDOT I-20 Service Road Sound Wall Public Meeting
    - April 24, 2018, 6:30 PM, D.L. Hopkins, Jr. Senior Center
  - City Elections
    - May 5, 2018, 7:00 AM - 7:00 PM, Polling Venues
  - 2018 National Police Memorial Day
    - May 15, 2018, 10:00 AM - 10:30 AM, Duncanville Police Station

**PRESENTED BY:** Jessica James, Director of Economic Development

**BACKGROUND/HISTORY:** Ms. James will present the DCEDC Business and Events Activity Updates to the Board at the meeting. The Business and Events Activity Updates are presented monthly to provide progress reports, development updates, and business updates.

Staff and the Board will discuss important dates/upcoming events.

**ATTACHMENT(S):**

- City of Duncanville's Certificate of Occupancy – Applications Received for the Previous Month (EDC)
- City of Duncanville's Certificate of Occupancy – Certificates Issued for the Previous Month (EDC)



**City of Duncanville's**  
**Certificate of Occupancy - Applications**  
**Received - MONTHLY (EDC)**  
**Month of March, 2018**

| Project Description  | Project Start Date | Short Address                         | Tenant Name                        | Square Footage | Total Fees | Applicant Name                 | Applicant/Tenant Business Number | Reason for Application |
|--|--------------------|---------------------------------------|------------------------------------|----------------|------------|--------------------------------|----------------------------------|------------------------|
| draperies, re-upholstery, and repair of broken furniture (change in ownership) | 03/01/2018         | 424 N Main St.                        | Draperies, Upholstery By Bonilla   | 5,000          | \$75.00    | Sara Bonilla                   | (972) 283-8505                   | Change of Ownership    |
| physical therapy services  | 03/07/2018         | 607 S Cedar Ridge Dr. Suite # 102     | ATI Physical Therapy               | 2,031          | \$75.00    | Louis Morello                  | (630) 296-2222                   | New Occupancy          |
| retail fashion and mobile fingerprints service                                 | 03/09/2018         | 336 E Camp Wisdom Rd. Suite # B       | Finishing Touch                    | 750            | \$75.00    | Trudie Jean Hines              | (213) 925-1586                   | New Occupancy          |
| church   | 03/12/2018         | 520 Big Stone Gap                     | Grace Place Church of Christ       | 18,300         | \$75.00    | Jeffrey B Conrad               | (972) 298-4656                   | New Occupancy          |
| fitness & nutrition (includes shakes)  | 03/15/2018         | 454 E Wheatland Rd.                   | Shake It Off Fitness and Nutrition | 1,845          | \$75.00    | Ramona Gomez                   | (708) 244-0933                   | Change of Location     |
| nail salon including waxing, micro blading, and facials (change in ownership)  | 03/20/2018         | 215 W Camp Wisdom Rd. Suite # 107     | Nail Art Creation                  | 2,600          | \$75.00    | Hien Duong                     | (972) 283-5960                   | Change of Ownership    |
| APARTMENT COMPLEX (CHANGE IN OWNERSHIP)  | 03/27/2018         | 1407 Acton Ave. Suite # 01 Bldg. 1406 | RAVEN CANDLELIGHT, LLC             | 2,000          | \$75.00    | Edgar D. Sosa                  | (972) 296-5910                   | Change of Ownership    |
| PIZZA HUT RESTAURANT   | 03/28/2018         | 210 S Cedar Ridge Dr. Suite # D       | Pizza Hut #034545                  | 1,552          | \$75.00    | Ampex Brands PH of Dallas Inc. | (469) 917-3816                   | Change of Ownership    |
| <b>TOTALS:</b>   | Square Footage:    | <b>34,078.00</b>                      | (Avg.: 4,259.75)                   |                |            |                                |                                  |                        |
|  | Total Projects:    | <b>8</b>                              |                                    |                |            |                                |                                  |                        |
|  | Total Fees:        |                                       |                                    |                |            |                                |                                  | <b>\$600.00</b>        |





**City of Duncanville's  
Certificate of Occupancy - Certificates  
Issued - MONTHLY (EDC)  
Month of March, 2018**

| Project Description   | CO Issue Date | Short Address                      | Tenant Name                                  | Square Footage | Applicant Name      | Reason for Application                |
|---|---------------|------------------------------------|--|----------------|---------------------|---------------------------------------|
| barber and beauty salon   | 03/02/2018    | 211 S CEDAR RIDGE DR Suite # 211   | KMS GLAM STUDIO                              | 1,200          | KEARA STANLEY       | New Occupancy                         |
| BEAUTY SALON  | 03/28/2018    | 428 N Main St.                     | Dolls of Dallas 3.0                          | 1,100          | Tniqua Babers       | New Occupancy                         |
| hair and make up studio and salon   | 03/12/2018    | 1019 S Main St. Suite # 102        | The Vanity Room                              | 700            | Kurlisha Matlock    | New Occupancy                         |
| storage and repair of personal vintage vehicles   | 03/12/2018    | 1319 S Alexander Ave. Suite # #B   | Brown & Sons Vintage Cars (Personal Storage) | 1,250          | Eddie Brown         | New Occupancy                         |
| barber shop   | 03/02/2018    | 123 W Wheatland Rd.                | Clipper Kingz Hair Studio                    | 1,184          | Darven Teneil Mamon | New Occupancy                         |
| Insurance Agency  | 03/28/2018    | 407 N Cedar Ridge Dr. Suite # #200 | Allstate Insurance Agency                    | 740            | Jeff Callens        | Change of Location                    |
| ATM Retail and Repair   | 03/12/2018    | 1530 S Clark Rd. Suite # B         | Dollar ATM                                   | 1,200          | Mylon Frost         | New Occupancy                         |
| sale of body oils and lotions   | 03/02/2018    | 514 N Main St.                     | Pure Heavenly Esscents Fragrances            | 550            | Charletta Marrero   | New Occupancy                         |
| prep site - catering kitchen only   | 03/28/2018    | 207 E Camp Wisdom Rd. Suite # E    | Desirae's Prep Site                          | 720            | Antanita Crain      | New Building                          |
| sale of body oil fragrances and lotion (revised to include the sale of tobacco products)            | 03/20/2018    | 514 N Main St.                     | Pure Heavenly Esscents Fragrances            | 550            | Charletta Marrero   | Business Expansion                    |
| assisted living home (Max. Capacity 7 clients per Texas Health and Human Services facility license) | 03/20/2018    | 1119 Dula Cir.                     | Dula's Angels Assisted Living                | 2,735          | Laura Keaton        | Change of Ownership<br>Change of Name |
| barber shop and   | 03/20/2018    | 242 W Wheatland                    | Tonys Salon                                  | 1,280          | Tony Calais         | Business                              |

| salon (business expansion)                    |                 | Rd. Suite # A                     |                                     |       |             | Expansion           |
|---|-----------------|-----------------------------------|-------------------------------------|-------|-------------|---------------------|
| Verizon Premium Retailer (cellphone retailer) | 03/28/2018      | 111 S Cedar Ridge Dr. Suite # 136 | Go Wireless Inc. (Verizon Retailer) | 3,150 | Kevin Elder | Change of Ownership |
| <b>TOTALS:</b>                                | Square Footage: | <b>16,359.00</b>                  | (Avg.: 1,258.38)                    |       |             |                     |
|   | Total Projects: | <b>13</b>                         |                                     |       |             |                     |
|   | CO's Issued:    | <b>13</b>                         |                                     |       |             |                     |