

**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
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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 excused 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 recusal (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

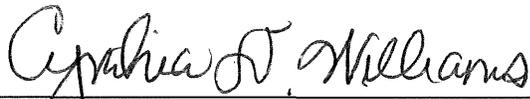
The meeting adjourned at 8:12 PM.

APPROVED:



**BARRY GORDON
PRESIDENT**

ATTEST:



**CYNTHIA D WILLIAMS
ECONOMIC DEVELOPMENT COORDINATOR**