



**DUNCANVILLE COMMUNITY AND
ECONOMIC DEVELOPMENT CORPORATION (DCEDC)
REGULAR MEETING
BRIEFING ROOM, DUNCANVILLE CITY HALL
203 E. WHEATLAND RD., DUNCANVILLE, TX
MAY 31, 2018 @ 6:30 PM**

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

AGENDA

CALL TO ORDER

INVOCATION

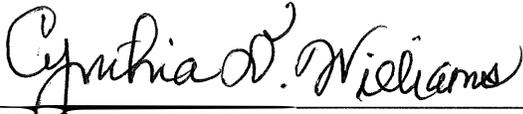
1. CITIZEN'S PUBLIC FORUM.
2. THANK YOU TO OUTGOING DCEDC PRESIDENT.
3. CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE REGULAR MEETING HELD ON APRIL 16, 2018.
4. CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE SPECIAL CALLED MEETING HELD ON MAY 7, 2018.
5. RECEIVE AND DISCUSS THE MAIN STATION DUNCANVILLE, LTD'S MONTHLY FINANCIALS, AS WELL AS DUNCANVILLE REAL ESTATE UPDATES.
6. RECEIVE AND DISCUSS CITY SALES AND USE TAX COMPARISON SUMMARY.
7. RECEIVE AND CONSIDER APPROVAL OF THE DCEDC MONTHLY BUDGET REPORT.
8. RECEIVE AND DISCUSS THE DUNCANVILLE FIELDHOUSE SPORTS FACILITY FINANCIAL STATUS REPORT.
9. DISCUSS AND CONSIDER HOLDING ELECTIONS OF PRESIDENT AND VICE PRESIDENT OFFICES.
10. RECEIVE AND CONSIDER APPROVAL OF THE PROPOSED DCEDC FY 2018 – 2019 BUDGET.
11. DISCUSS AND RECEIVE UPDATE ON PURCHASE OF PROPERTY LOCATED AT 730 E. INTERSTATE 20 OR I-20.

12. RECEIVE STAFF AND BOARD REPORTS.

- RECEIVE BUSINESS AND EVENTS ACTIVITY UPDATES.
- IMPORTANT DATES/UPCOMING EVENTS:
 - BEST SOUTHWEST JUNETEENTH 2018 CELEBRATION
 - JUNE 16, 2018, 5:00 PM – 9:00 PM, ARMSTRONG PARK (DUNCANVILLE, TX)
 - DCEDC ANNUAL, AND REGULAR BOARD MEETING
 - JUNE 25, 2018, 6:00 PM – 8:00 PM, CITY HALL; BRIEFING ROOM (DUNCANVILLE, TX)

ADJOURNMENT

**POSTED BY THURSDAY
MAY 24, 2018 BY 5:00 PM**



**CYNTHIA D. WILLIAMS
ECONOMIC DEVELOPMENT COORDINATOR**

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.



AGENDA BACKGROUND

ITEM NO. 1

MEETING DATE: Thursday, May 31, 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: Thursday, May 31, 2018

TITLE: Thank You to Outgoing DCEDC President.

BACKGROUND/HISTORY: On May 5, 2018, Mr. Gordon was elected Mayor of Duncanville, Texas. Therefore, he has resigned his position as the DCEDC President and Board Member. The Board will present Mr. Gordon with a token of appreciation for his dedication and service to the DCEDC Board.



AGENDA BACKGROUND

ITEM NO. 3

MEETING DATE: Thursday, May 31, 2018

TITLE: Consider Approval of the DCEDC Minutes for the Regular Meeting held on April 16, 2018.

BACKGROUND/HISTORY: Copies of the draft minutes for the Regular Meeting on April 16, 2018, are attached for review.

ATTACHMENTS: DCEDC Minutes from April 16, 2018.

**DUNCANVILLE COMMUNITY AND ECONOMIC
DEVELOPMENT CORPORATION (DCEDC) BOARD
REGULAR MEETING
APRIL 16, 2018**

A regular meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Monday, April 16, 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
Derwin Broughton	Board Member
Dave Galbraith	Board Member
Dr. Terry Smith	Board Member

Board Members not in attendance:

Grady Smithey	Board Member
Dr. Matt Murrah	Board Member

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

Staff Present: Economic Development Director, Jessica James; Parks Superintendent, Timothy Hamilton; and Economic Development Coordinator, Cynthia D Williams

Guest Present: Monte Anderson, CEO & President; Options Real Estate Investments, Inc.

The meeting was called to order by President Gordon at 6:05 PM.

Mr. Galbraith 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 MARCH 19, 2018.

Mr. Dial made a motion to approve the minutes with corrections to Item No. 8 and Item No. 10. The motion was seconded by Mr. Broughton, and passed unanimously.

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

Mr. Anderson reported that it has been pretty much business as usual. He continues to put an additional \$2,000 a month towards the principal payment, which is in the Budget. The rent roll has not changed.

ITEM NO. 4 RECEIVE AND DISCUSS THE 2018 MAIN STATION DUNCANVILLE, LTD'S BUDGET.

Mr. Anderson reported that on the first page of the Budget, the "Other R & M-Non-Recoverable", increased from \$350 to \$14,000 for the month of August. The reason for the increase is to have work performed on water proofing of some parts of the building, which will take place sometime between now and August. This is needed because of water penetrations around the caulk.

On the last page, "Changes in Balance Sheet Accounts – Change in Mortgages Payable", Mr. Anderson reported that the \$4,600 principal payment includes the \$2,000 mentioned in Item No. 3.

Mr. Anderson also reported on the Design Studio Group. He has given the Group a rental rate of \$1 per month. However, he needs to decide what he will do, and if he wants to go another year with the Group.

The Board had further questions/discussion.

Mr. Anderson will forward Staff his Amortization Schedule.

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

Ms. James reported that Year-to-Date, Duncanville is up 3%, and comparing last month to the same time last year, the City is up 4.83%. The trend of continuing to see that increase, and stay at an increase, has been consistent throughout the year. There is no anticipation that the weather this month will have an impact.

The Board had further questions/discussion.

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

Ms. James reported that Staff made the modification/adjustment that the Board approved at the last meeting. Line Item Number 42 did not populate to the Year-to-Date column on the Report last month. That number has been adjusted. The \$95,139 for Net Profit is correct.

For the current month for sales tax collections, the EDC is at \$190,803. The EDC (Activity) includes office supplies, miscellaneous supplies that were attributed to the Flavor of Duncanville as well as the 2018 R.E.D. Summit, some renewed memberships, salaries, and benefits. Beautification includes the planting change outs seen throughout the community. The Board will start to see some trash service clean up in that line item as well. The Total Expenditures for the month equal \$34,954 with a Net Profit of \$155,849. Staff still anticipates that for sales tax revenue, the EDC should still have about 1.7 million coming in over the next few months to round out the year. Staff anticipates that the EDC should have a fund balance around 1.2 million at the end of this year. However, if the EDC does a large project, that number will be a lot lower.

The Board had further questions/discussion.

The City is in the budget process right now. Staff will review the proposed FY 18-19 Budget with the Board either in May or June.

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

ITEM NO. 7 RECEIVE AND DISCUSS THE DUNCANVILLE FIELDHOUSE SPORTS FACILITY FINANCIAL STATUS REPORT.

Ms. James gave the Board a minute to review the current report and to see if the Board Members had any questions.

The Board had further questions/discussion to include the General Manager's recent Quarterly Report to City Council and customer service issues one Board member experienced.

ITEM NO. 8 RECEIVE UPDATE ON WEITZMAN GROUP FAÇADE AND ARCHITECTURAL IMPROVEMENT INCENTIVE GRANT.

Ms. James reported that Staff visited with the shopping center owner after the Board approved the grant. Unfortunately, Weitzman is looking at different fence options and Staff does not anticipate them accepting the grant.

The Board had further questions/discussion.

ITEM NO. 9 DISCUSS AND CONSIDER CHANGING THE DCEDC BOARD MEETING DAY AND TIME.

Ms. James discussed moving the date of the Board meeting from the third Monday to the fourth Monday of the month. There are other schedules and meetings that conflict with the third Monday.

The Board had further questions/discussion regarding if the date worked for the Board members. The Board members agreed to move the meeting to the fourth Monday of the month.

However, the Board will meet on Tuesday, May 29, 2018, at 6:00 PM. as the fourth Monday falls on Memorial Day.

ITEM NO. 10 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.

Ms. James reported that Staff does not have any further information to report at this time. Therefore, the Board did not go into Executive Session. Staff will provide a status update to the Board as soon as there is information to report. Because of this, the Board will forgo item 11 and 12.

ITEM NO. 11 RECONVENE INTO OPEN SESSION.

The Board did not go into Executive Session. See Item No. 10.

ITEM NO. 12 TAKE ANY NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION.

The Board did not go into Executive Session. See Item No. 10.

ITEM NO. 13 RECEIVE STAFF AND BOARD REPORTS.

Timothy Hamilton, Parks Superintendent, provided the Board with a presentation on the Park Department's beautification efforts, which are funded by the DCEDC budget. Mr. Hamilton's presentation specifically addressed the sustainable plantings line item in the budget and how the Parks Department is striving to achieve this goal of the DCEDC. He provided pictures of the different plantings.

The Board had further questions/discussion.

- **RECEIVE BUSINESS AND EVENTS ACTIVITY UPDATES.**

Ms. James reported that Sarah Chadderdon, North Central Texas Council of Governments Project Manager, will provide City Council with a briefing of the Mobility 2045 Plan at the next City Council meeting. Staff will receive direction from City Council on creating a resolution of support for the plan. Ms. James noted that is one of the Board's goals and she encouraged the Board to attend the briefing.

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.**

- 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

The meeting adjourned at 8:32 PM.

APPROVED:

**BARRY GORDON
PRESIDENT**

ATTEST:

**CYNTHIA D. WILLIAMS
ECONOMIC DEVELOPMENT COORDINATOR**



AGENDA BACKGROUND

ITEM NO. 4

MEETING DATE: Thursday, May 31, 2018

TITLE: Consider Approval of the DCEDC Minutes for the Special Called Meeting held on May 7, 2018.

BACKGROUND/HISTORY: Copies of the draft minutes for the Special Called Meeting on May 7, 2018, are attached for review.

ATTACHMENTS: DCEDC Minutes from May 7, 2018.

**DUNCANVILLE COMMUNITY AND ECONOMIC
DEVELOPMENT CORPORATION (DCEDC) BOARD
SPECIAL CALLED MEETING
MAY 7, 2018**

A special called meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Monday, May 7, 2018, at 7:00 PM in the City Council Briefing Room located at City Hall.

Board Members in attendance:

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

The meeting was called to order by President Gordon at 7:00 PM.

Mr. Galbraith offered the Invocation.

ITEM NO. 1 CITIZEN'S PUBLIC FORUM.

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

ITEM NO. 2 DISCUSS AND CONSIDER APPROVING THE PURCHASE AND FUNDING FOR THE 4.69 ACRES OF PROPERTY LOCATED AT 730 E. INTERSTATE 20 OR I-20, DUNCANVILLE, TEXAS 75116 IN THE AMOUNT OF \$900,000, AND AUTHORIZE THE DCEDC BOARD PRESIDENT TO SIGN THE NECESSARY DOCUMENTS.

Ms. James reported that City Council has already approved the purchase of the property. The Board is here tonight to consider the approval of the funding for the purchase.

The Board had further questions/discussion.

ITEM NO. 3 HOLD A PUBLIC HEARING REGARDING THE PURCHASE AND FUNDING FOR THE 4.69 ACRES OF PROPERTY LOCATED AT 730 E. INTERSTATE 20 OR I-20, DUNCANVILLE, TEXAS 75116 IN THE AMOUNT OF \$900,000.

President Gordon opened the Public Hearing at 7:14 PM.

Marlyse Gordon, 1751 Crescent Lane – Spoke in favor of the DCEDC purchasing the property located at 730 E. Interstate 20 or I-20.

Mr. Broughton made a motion, seconded by Dr. Smith to close the Public Hearing. President Gordon closed the Public Hearing at 7:16 PM.

ITEM NO. 4 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 7:17 PM.

ITEM NO. 5 RECONVENE INTO OPEN SESSION.

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

ITEM NO. 6 TAKE ANY NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION.

Mr. Broughton made a motion to approve the purchase and funding for the 4.69 acres of property located at 730 E. Interstate 20 or I-20, Duncanville, Texas 75116 in the amount of \$900,000, and authorize the DCEDC Board President to sign the necessary documents, seconded by Mr. Dial, the vote passed unanimously.

ITEM NO. 7 CONSIDER APPROVAL OF A REVISED FY 2017 – 2018 DCEDC BUDGET TO INCLUDE THE \$900,000 PURCHASE OF THE 4.69 ACRES OF PROPERTY LOCATED AT 730 E. INTERSTATE 20 OR I-20, DUNCANVILLE, TEXAS 75116 IN THE AMOUNT OF \$900,000.

Mr. Smithey made a motion to approve a revised FY 2017 – 2018 DCEDC Budget to include the \$900,000 purchase of the 4.69 acres of property located at 730 E. Interstate 20 or I-20, Duncanville, Texas 75116 in the amount of \$900,000, seconded by Mr. Galbraith, the vote passed unanimously.

ADJOURNMENT

The meeting adjourned at 7:41 PM

APPROVED:

**BARRY GORDON
PRESIDENT**

ATTEST:

**CYNTHIA D. WILLIAMS
ECONOMIC DEVELOPMENT COORDINATOR**



ITEM NO. 5

MEETING DATE: Thursday, May 31, 2018

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

PRESENTED BY: Jessica James, Director of Economic Development.

BACKGROUND/HISTORY: The Main Station Duncanville LTD's monthly statements will be provided to the Board at the meeting. Ms. James will provide an update to the Board.

NOTE: This is the first month using their new software; therefore, things will look a little different. In the coming months they are going to fine tune the formatting to make it easier to read.



AGENDA BACKGROUND

ITEM NO. 6

MEETING DATE: Thursday, May 31, 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 for May 2018 is attached for the Board's review.

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

County/City	Rate	Net Payment	Comparable Payment	% Change	2017 Payments	2016 Payments	% Change
Dallas							
Addison	1.00%	1,366,196.13	1,279,982.27	6.73%	6,204,930.78	5,699,467.83	8.86%
Balch Springs	2.00%	770,883.55	719,103.61	7.20%	3,269,294.81	3,033,358.27	7.77%
Carrollton	1.00%	3,822,990.57	3,337,878.87	14.53%	16,678,750.76	15,090,624.43	10.52%
Cedar Hill	1.88%	1,522,797.65	1,459,255.34	4.35%	6,585,831.61	6,451,017.11	2.08%
Cockrell Hill	1.00%	40,613.58	36,467.95	11.36%	190,205.17	154,446.51	23.15%
Coppell	1.75%	3,444,324.45	3,488,657.98	-1.27%	16,536,718.23	15,024,344.70	10.06%
Dallas	1.00%	30,573,007.90	28,287,410.27	8.07%	128,502,750.45	124,047,636.78	3.59%
De Soto	2.00%	1,340,159.81	1,169,186.81	14.62%	6,201,642.01	5,521,115.29	12.32%
Duncanville	2.00%	1,098,423.67	1,051,996.14	4.41%	4,396,798.37	4,198,100.95	4.73%
Farmers Branch	1.00%	1,367,693.97	1,307,187.96	4.62%	6,026,316.46	6,052,385.80	-0.43%
Garland	1.00%	2,820,803.67	2,585,580.01	9.09%	11,914,201.11	11,902,435.88	0.09%
Glenn Heights	1.00%	58,889.44	49,487.27	18.99%	244,304.84	226,320.52	7.94%
Highland Park	1.00%	376,791.62	320,043.73	17.73%	1,821,995.73	1,637,738.06	11.25%
Hutchins	2.00%	292,959.40	220,566.06	32.82%	1,083,314.24	1,000,887.11	8.23%
Irving	1.00%	6,530,483.60	6,697,724.29	-2.49%	27,788,390.22	29,146,278.57	-4.65%
Lancaster	2.00%	1,138,980.38	907,234.14	25.54%	4,661,570.92	4,066,624.71	14.62%
Mesquite	2.00%	4,514,142.91	4,366,207.82	3.38%	18,785,241.43	18,569,637.64	1.16%
Richardson	1.00%	3,805,510.14	3,324,624.04	14.46%	16,060,772.99	15,283,869.31	5.08%
Rowlett	1.00%	707,400.06	657,654.20	7.56%	2,905,637.73	2,878,069.17	0.95%
Sachse	1.75%	268,969.75	248,536.70	8.22%	1,158,633.46	1,114,802.98	3.93%
Seagoville	2.00%	318,740.35	309,804.02	2.88%	1,356,400.64	1,342,139.24	1.06%
Sunnyvale	2.00%	398,443.77	199,289.37	99.93%	1,386,679.05	1,127,379.21	23.00%
University Park	1.00%	411,142.89	355,705.97	15.58%	1,839,129.89	1,751,586.33	4.99%
Wilmer	2.00%	344,583.88	346,134.38	-0.44%	1,561,271.40	1,646,843.52	-5.19%
County Total		67,334,933.14	62,725,719.20	7.35%	287,160,782.30	276,967,109.92	3.68%
Tarrant							
Hurst	2.00%	\$1,092,526.10	\$1,027,606.73	6.31%	\$4,557,996.94	\$4,315,810.91	5.61%
Southlake	1.88%	\$2,360,526.05	\$2,503,074.91	-5.69%	\$12,186,968.64	\$11,917,401.03	2.26%
Grand Prairie	1.75%	\$5,520,137.50	\$5,145,189.21	7.28%	\$23,813,445.18	\$22,316,709.25	6.70%
Grapevine	1.50%	\$3,958,121.34	\$3,884,277.72	1.90%	\$17,796,204.47	\$17,224,964.82	3.31%
Mansfield	2.00%	\$2,313,221.87	\$2,086,603.81	10.86%	\$9,805,086.18	\$9,043,824.91	8.41%
Bedford	2.00%	\$1,092,526.10	\$1,027,606.73	6.31%	\$4,557,996.94	\$4,315,810.91	5.61%
Denton							
Corinth	1.75%	\$291,082.49	\$263,581.36	10.43%	\$1,141,500.38	\$1,052,317.24	8.47%
Ellis							
Midlothian	2.00%	\$869,574.52	\$684,017.94	27.12%	\$3,472,764.35	\$2,939,952.81	18.12%



AGENDA BACKGROUND

ITEM NO. 7

MEETING DATE: Thursday, May 31, 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. 8

MEETING DATE: Thursday, May 31, 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. 9

MEETING DATE: Thursday, May 31, 2018

TITLE: Discuss and Consider Holding Elections of President and Vice President Offices.

BACKGROUND/HISTORY: A vacancy in any position of director which occurs due to death, resignation, disqualification, removal, or otherwise, shall be filled as prescribed in Article 11, Section 1. A vacancy in the office of President or Vice President, which occurs due to death, resignation, disqualification, removal, or otherwise, shall be filled by election by the Board, from the remaining directors, for the unexpired portion of the term of that office.

The President and Vice President Offices were elected in December 2017. These offices hold a one-year term. Due to the resignation of the Board President, the Board shall elect a President and Vice-President for the unexpired portion of the term of that office.



AGENDA BACKGROUND

ITEM NO. 10

MEETING DATE: Thursday, May 31, 2018

TITLE: Receive and Consider Approval of the Proposed DCEDC FY 2018 – 2019 Budget.

PRESENTED BY: Jessica James, Director of Economic Development

BACKGROUND/HISTORY: A copy of the Proposed DCEDC FY 2018 – 2019 Budget will be provided to the Board for consideration and approval.

Staff recommends approval of the Proposed DCEDC FY 2018 - 2019 Budget.



AGENDA BACKGROUND

ITEM NO. 11

MEETING DATE: Thursday, May 31, 2018

TITLE: Discuss and Receive Update on Purchase of Property Located at 730 E. Interstate 20 or I-20.

PRESENTED BY: Jessica James, Director of Economic Development

BACKGROUND/HISTORY: Ms. James will provide the Board with an update on the property located at E. Interstate 20 or I-20.



AGENDA BACKGROUND

ITEM NO. 12

MEETING DATE: Thursday, May 31, 2018

TITLE: Receive Staff and Board Reports.

- Receive Business and Events Activity Updates.
- Important Dates/Upcoming Events:
 - Best Southwest Juneteenth 2018 Celebration
 - June 16, 2018, 5:00 PM – 9:00 PM, Armstrong Park (Duncanville, TX)
 - DCEDC Annual, and Regular Board Meeting
 - June 25, 2018, 6:00 PM – 8:00 PM, City Hall; Briefing Room (Duncanville, TX)

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)

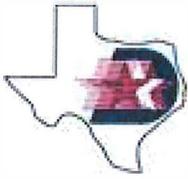


**City of Duncanville's
Certificate of Occupancy -
Applications Received - MONTHLY
(EDC)
Month of April, 2018**

Project Description	Project Start Date	Short Address	Tenant Name	Square Footage	Total Fees	Applicant Name	Applicant/Tenant Business Number	Reason for Application
beauty salon	04/04/2018	603 E Hwy 67 Suite # 101.	Winning Circles Beauty & Barber Bar	1,200	\$75.00	Merika Swint	(662) 822-0055	New Occupancy
Insurance Agency	04/05/2018	249 W Camp Wisdom Rd.	Davis Insurance	1,800	\$75.00	Milford Davis	(972) 296-4517	Change of Location
HOME HEALTH SERVICES - Office only (300, 301, 305, 307)	04/07/2018	606 Oriole Blvd.	ORIENT HOME CARE SERVICES INC.	1,500	\$75.00	Orient Home Care Services Inc.	(972) 296-2000	New Business
Home Remodeling and Renovation (office only) Use is for office only. Outdoor storage prohibited. Containerized storage, cargo storage, and/or trailer storage shall not be permitted on the premises.	04/07/2018	606 Oriole Blvd. Suite # 209	Advantex Services	1,780	\$75.00	Joseph Brooks	(972) 730-9039	New Occupancy
Clothing Store	04/10/2018	700 S Cockrell Hill Rd. Suite # 122	Jai Elle Rose Boutique	1,300	\$75.00	Yolunda Hamilton	(214) 663-3309	New Occupancy
hair braiding and weaving	04/11/2018	700 Clark Rd. Suite # 180	Braids-N-Weaves	930	\$75.00	Mamadou Kane	(469) 954-4522	New Occupancy
Boutique - Clothing	04/12/2018	207 E Camp	Naviv Juci Coutour	948	\$75.00	Armonda Woodson	(214) 517-3903	New Occupancy

		Wisdom Rd. Suite # C						
OFFICE FOR IN HOME PERSONAL CARE SERVICE (CHANGE IN OWNERSHIP)	04/16/2018	515 N Cedar Ridge Dr. Suite # 8	Mollie's Heart LLC dba Home Instead Senior Care	1,316	\$75.00	Sandi Allen	(972) 709-8888	Change of Ownership
used car lot (name change only)	04/17/2018	308 W Camp Wisdom Rd.	Dallasftworthauto loans.com	1,200	\$7.50	Rick Roberts		Change of Name
Nail Salon Services (beauty) & Spa	04/25/2018	220 S Cedar Ridge Dr.	Duncanville Nail Salon	5,200	\$75.00	Kenny Nguyen	(913) 207-9295	New Occupancy
automotive services	04/26/2018	1350 N Main Suite # 10	D & S Auto Service	600	\$75.00	Dontel Pleasant	(469) 274-3338	New Occupancy
barbershop	04/26/2018	700 S Cockrell Hill Rd. Suite # 114	Image Matters Barbershop	1,300	\$75.00	James Brooks	(214) 916-8798	New Occupancy

TOTALS:	Square Footage:	19,074.00	(Avg.: 1,589.50)
	Total Projects:	12	
	Total Fees:		\$832.50



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

Project Description	CO Issue Date	Short Address	Tenant Name	Square Footage	Applicant Name	Reason for Application
hair braiding and threading application	04/13/2018	1214 N Duncanville Rd. Suite # 3	Bombshell Beauty Bar	800	Briana Walker	New Occupancy
nail salon including waxing, micro blading, and facials (change in ownership)	04/16/2018	215 W Camp Wisdom Rd. Suite # 107	Nail Art Creation	2,600	Hien Duong	Change of Ownership
used auto sales	04/03/2018	922 S Main St.	Duncanville Auto Sales	1,100	Enrique Chavez	New Business
auto safety device installation & testing station	04/26/2018	1202 S Alexander Ave. Suite # A-C	Smart Start	3,750	Hector Armendariz	Change of Location
FOOD PANTRY AFFILIATED WITH NTFB	04/16/2018	528 Big Stone Gap Rd.	Grace Place Food Pantry	800	Jeffrey B. Conrad	Change of Location
nail salon	04/23/2018	620 S Cedar Ridge Dr.	Nailizm	1,700	Vuong Pham	New Business
Business Office - Sales & Marketing	04/19/2018	1106 S Santa Fe Trl. Suite # #10	Ardyss & Associates	300	Martha Brown Nichols	New Occupancy
hotel, bqt/ meeting event, restaurant (name change only)	04/24/2018	711 E Camp Wisdom Rd.	Ominvestors dba Rodeway Inn	79,707	Sailesh Babu	Change of Name

TOTALS:	Square Footage:	90,757.00	(Avg.: 11,344.63)
	Total Projects:	8	
	CO's Issued:	8	