

**DUNCANVILLE COMMUNITY AND ECONOMIC
DEVELOPMENT CORPORATION (DCEDC) BOARD
REGULAR MEETING MINUTES
OCTOBER 29, 2018**

A regular meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Monday, October 29, 2018, at 6:00 PM in the City Council Briefing Room located at City Hall.

Board Members in attendance:

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

Board Members not in attendance:

All Board Members were in attendance.

Board Member vacancies:

One (1)

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

The Meeting was called to order by President Dial at 6:04 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 THANK YOU TO OUTGOING DCEDC BOARD MEMBERS.

The Board presented Dr. Murrah and Mr. Smithey with a token of appreciation for their dedication and service to the DCEDC Board.

ITEM NO. 3 CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE REGULAR MEETING HELD ON SEPTEMBER 24, 2018.

Mr. Galbraith made a motion to approve the DCEDC Minutes for the Regular Meeting held on September 24, 2018, as presented, seconded by Mr. Smithey. The vote was cast 5 for, 1 abstained.

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

Ms. James reported that Sales tax collections for October sales (December payment) show an increase of 10.70% over the same period last year, and an overall increase for FY 18 sales tax collections of 8.75% over FY 17 sales tax revenue. Staff had some concerns that the rain could have an impact on sales tax; however, it did not.

The Board had further discussions.

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

Ms. James noted for the Board that both the DCEDC Monthly Budget Report, and the Duncanville Fieldhouse Sports Facility Financial Status Report are marked “UNAUDITED”. She reported that it takes 30 – 60 days for the City to close out the fiscal year, and that these numbers will potentially change based on some expenditures that will come in after this report.

The EDC Sales tax revenue for September totaled \$227,896, and the interest income totaled \$2,060. The ED activity included salaries, some dues and subscriptions, and travel and transportation expenses. The EDC also had contract services charges for the logo portion that the EDC budgeted for over a year ago. The KDB had \$375 in expenses, and Beautification had \$9,720 in expenses. That leaves the EDC with expenditures totaling \$36,739, closing the month out with \$193,217 in net profit. The year-to-date total does include the purchase of the Toyota Property, which leaves the EDC with an ending total of \$385,722. This total does not include the Fund Balance. Staff will bring that information back to the Board at the next DCEDC meeting.

Again, these are unaudited numbers.

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

ITEM NO. 6 RECEIVE AND DISCUSS THE DUNCANVILLE FIELDHOUSE SPORTS FACILITY FINANCIAL STATUS REPORT.

Ms. James reported that Staff initially projected that the Fieldhouse would end the fiscal year \$25,000 in the black. However, the Fieldhouse will end the fiscal year with a loss of \$14,544. There were sponsorships that were supposed to be in the totals, but the City did not receive them in time to close out the fiscal year budget. The contracts/agreements have been signed, but the Fieldhouse cannot recognize revenue not yet received.

The Fieldhouse Staff will make a presentation at the next City Council meeting. Richard Summerlin, Finance Director, and Craig Brasfield, General Manager of the Fieldhouse, will be in attendance and provide further discussion about the Fieldhouse Budget.

The Board had further questions/discussion.

ITEM NO. 7 RECEIVE AND DISCUSS THE MAIN STATION DUNCANVILLE, LTD'S MONTHLY FINANCIALS, AS WELL AS DUNCANVILLE REAL ESTATE UPDATES.

Ms. James reported that the Board has the Financials for review. At the August 27, 2018, DCEDC meeting, Mr. Anderson spoke to the Board regarding proposals he has in mind for Main Station. He is still attempting to move forward with his proposals, and at some point this information will come back to the Board for input.

The Board had further discussions.

ITEM NO. 8 RECEIVE AND DISCUSS CROWDFUNDING FOR SMALL STARTUP COMPANIES PRESENTATION.

Ms. James introduced Mr. John Lowe; Principal at NextSeed. NextSeed creates new opportunities for businesses and everyday investors to grow together as well as crowdfunding for small businesses. Staff met him at a BISNOW Conference in September and invited him tonight to explain what his company can potentially offer startup businesses in Duncanville.

The Board had further questions/discussion.

Mr. Lowe will provide Staff with a couple of references.

ITEM NO. 9 RECEIVE AND DISCUSS 2018 BOND INFORMATION.

Ms. James reported that the Assistant City Manager planned to be here tonight to provide an update to the Board; however, could not because of a conflicting meeting. He did want to make sure that the Board had the Proposed 2018 Bond Program Information Guide, which explains the details of the Bond.

Ms. James reported that Staff will take back any questions the Board might have and present them to the Assistant City Manager. Staff can provide answers to those questions to the Board via email.

The Board had further discussion.

ITEM NO. 10 RECEIVE STAFF AND BOARD REPORTS:

- ***RECEIVE AN UPDATE ON THE NANCE PROPERTY.***

Ms. James reported that the Nance property is still for sale, and there are developers interested. The Soccer Plaza, located at 1415 S. Alexander Ave. is looking at some of the property.

The Board had further questions/discussion.

- ***RECEIVE AN UPDATE ON VILLAGE TECH SCHOOLS.***

Ms. James reported that Village Tech Schools is working with the Duncanville Police Department and they have a new stacking order for the cars. Village Tech is also putting down temporary gravel to assist with this new traffic plan. The hope is that this will alleviate some of the traffic concerns. The school is also working with the parents.

The Board had further questions/discussion.

- **RECEIVE AN UPDATE ON OPTIONS FOR DEMOGRAPHIC SOFTWARE.**

Ms. James reported that the ESRI representative went back and visited with her staff to see what other options were available to the EDC. At this point, ESRI does not have any options.

Staff will be contracting with a third party. Catalyst is one company the Staff is considering as they can provide the data the EDC needs. Staff will be able to utilize their contacts as well. Catalyst assisted the City with our Comprehensive Plan.

- **RECEIVE BUSINESS AND EVENTS ACTIVITY UPDATES:**
 - **CERTIFICATE OF OCCUPANCY – APPLICATIONS RECEIVED – MONTHLY (EDC).**
 - **CERTIFICATE OF OCCUPANCY – CERTIFICATES ISSUED – MONTHLY (EDC).**

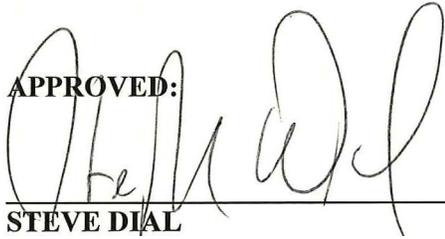
Ms. James discussed the Business and Events Activities for the previous month, which included new businesses, business expansions, and the list of Certificates of Occupancy. The Board had further questions and discussion.

- **IMPORTANT DATES/UPCOMING EVENTS:**
 - Tail Waggin' Tutors, November 12, 2018, 2:00 PM – 3:00 PM (Recurring Event), Library Programming Room.
 - Thanksgiving Camp – 2018, November 19 – 23, 2018, 7:30 AM - 6:00 PM, Duncanville Recreation Center.
 - District 4 Lunch & Learn with Council Member Cooks, November 22, 2018, 8:00 AM - 5:00 PM (Recurring Event) – for more information contact Council Member Cooks at mcooks@duncanville.com or 972.974.7643.
 - DCEDC Regular Meeting, November 27, 2018, 6:00 PM, City Council Briefing Room.

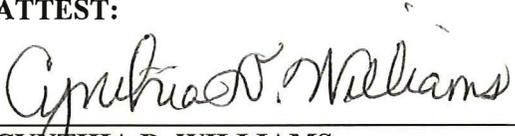
ADJOURNMENT

The meeting adjourned at 7:47 PM.

APPROVED:


 STEVE DIAL
 PRESIDENT

ATTEST:


 CYNTHIA D. WILLIAMS
 ECONOMIC DEVELOPMENT COORDINATOR