



**DUNCANVILLE COMMUNITY AND ECONOMIC  
DEVELOPMENT CORPORATION (DCEDC)  
REGULAR MEETING  
BRIEFING ROOM, DUNCANVILLE CITY HALL  
203 E. WHEATLAND RD., DUNCANVILLE, TX 75116  
FEBRUARY 18, 2019 @ 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 DUNCANVILLE CITY COUNCIL AND DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION (DCEDC) MINUTES FOR THE JOINT MEETING HELD ON JANUARY 28, 2019.
3. CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE REGULAR MEETING HELD ON JANUARY 28, 2019.
4. RECEIVE AND DISCUSS CITY SALES AND USE TAX COMPARISON SUMMARY.
5. RECEIVE AND CONSIDER APPROVAL OF THE DCEDC MONTHLY BUDGET REPORT.
6. RECEIVE AND DISCUSS THE DUNCANVILLE FIELDHOUSE SPORTS FACILITY FINANCIAL STATUS REPORT.
7. RECEIVE AND DISCUSS THE MAIN STATION DUNCANVILLE, LTD'S MONTHLY FINANCIALS, AS WELL AS DUCANVILLE REAL ESTATE UPDATES.
8. HOLD A PUBLIC HEARING REGARDING PROPOSED INCENTIVES FROM THE DCEDC TO HAV R PROPERTIES IN AN AMOUNT NOT TO EXCEED \$3,700.18 FOR A PAINT GRANT, AND AN AMOUNT NOT TO EXCEED \$11,534.41 FOR A FAÇADE AND ARCHITECTURAL IMPROVEMENT GRANT FOR THE PROPERTY LOCATED AT 606 S. CLARK RD., DUNCANVILLE, TX 75137.
9. RECEIVE AND CONSIDER APPROVAL OF A PROPOSED PAINT GRANT REQUEST FOR HAV R PROPERTIES LOCATED AT 606 S. CLARK RD., DUNCANVILLE, TEXAS IN THE AMOUNT OF \$3,700.18.
10. RECEIVE AND CONSIDER APPROVAL OF A PROPOSED FAÇADE AND ARCHITECTURAL IMPROVEMENT GRANT REQUEST FOR HAV R PROPERTIES LOCATED AT 606 S. CLARK RD., DUNCANVILLE, TEXAS IN THE AMOUNT OF \$11,534.41.

## 11. 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 THE POTENTIAL DEVELOPMENT OF THE RAIL ROAD FLATS PROPERTY OWNED BY THE DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION (DCEDC).

In accordance with the Texas Government Code, the DCEDC shall convene into closed executive session pursuant to Section 551.087 (2) - Deliberation Regarding Economic Development Negotiations, to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1).

- DISCUSS HAV R PROPERTIES PAINT GRANT REQUEST.
- DISCUSS HAV R PROPERTIES FAÇADE AND ARCHITECTURAL IMPROVEMENT GRANT REQUEST.

## 12. RECONVENE INTO OPEN SESSION.

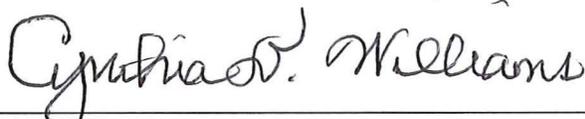
## 13. TAKE ANY NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION.

## 14. RECEIVE STAFF AND BOARD REPORTS.

- RECEIVE BUSINESS AND EVENTS ACTIVITY UPDATES.
- IMPORTANT DATES/UPCOMING EVENTS.
  - DISTRICT 4 LUNCH & LEARN WITH COUNCIL MEMBER COOKS, FEBRUARY 28, 2019, 6:00 PM – 7:00 PM, LUBY'S, 926 HIGHWAY 67, DUNCANVILLE, TX

## ADJOURNMENT

**POSTED BY THURSDAY,  
FEBRUARY 14, 2019 BY 5:00 PM**



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**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.*



# AGENDA BACKGROUND

## ITEM NO. 1

**MEETING DATE:** Monday, February 18, 2019

**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, February 18, 2019

**TITLE:** Consider Approval of the Duncanville City Council and Duncanville Community and Economic Development Corporation (DCEDC) Minutes for the Joint Meeting Held on January 28, 2019.

**BACKGROUND/HISTORY:** Copies of the draft minutes for the Joint Meeting on January 28, 2019.

**ATTACHMENT(S):** Draft Duncanville City Council and Duncanville Community and Economic Development Corporation (DCEDC) minutes for the joint meeting held on January 28, 2019.

**DUNCANVILLE CITY COUNCIL AND THE  
DUNCANVILLE COMMUNITY AND ECONOMIC  
DEVELOPMENT CORPORATION (DCEDC) BOARD  
JOINT MEETING  
JANUARY 28, 2019**

A joint meeting of the Duncanville City Council and the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Monday, January 28, 2018, at 6:00 PM at the D.L. Hopkins, Jr. Senior Center Northside Room located at 206 James Collins Blvd., Duncanville, Texas.

City Council Members in Attendance:

Barry L. Gordon	Mayor
Dennis L. Schwartz	Council Member; District 1
Don McBurnett	Council Member; District 2
Mark D. Cooks	Council Member; District 4
Johnette Jameson	Council Member; District 5
Patrick LeBlanc	Council Member, At-Large

City Council Members Not in Attendance:

Leslie Thomas	Mayor Pro-Tem; District 3
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Board Members in Attendance:

Steve Dial	President
Derwin Broughton, AIA	Vice President
Michael Grace	Board Member
Kenneth Govan	Board Member
Chan Williams	Board Member
Dave Galbraith	Board Member

Board Members Not in Attendance:

Dr. Terry Smith	Board Member
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Staff Present: City Manager; Kevin Hugman, Director of Economic Development; Jessica James, City Secretary; Kristin Downs, and Economic Development Coordinator; Cynthia D. Williams

Guest Present: City Attorney; Robert Hager, President of Options Real Estate Investments, Inc.; Monte Anderson, Bryan Kaeser; Mudhook Brands, and Rodney Truttling; Developer

The City Council meeting was called to order by Mayor Gordon at 6:11 PM.

The DCEDC meeting was called to order by President Dial at 6:12 PM.

**CALL TO ORDER****1. THE DCEDC WILL DELIBERATE THE FOLLOWING ITEMS WITH CITY COUNCIL; HOWEVER, NO VOTE OR ACTION BY THE DCEDC BOARD WILL BE TAKEN:****A. RECEIVE AND DISCUSS DCEDC COMMUNITY ENHANCEMENT PROGRAM (CEP).**

President Dial presented the 2018 – 2019 DCEDC Community Enhancement Program to the City Council and the Board. This is an item that must be completed on a yearly basis per the Bylaws of the Corporation and is the building blocks for the DCEDC Strategic Plan. Last year, the Board completely revamped the CEP during the DCEDC Planning Session. Moving forward, the CEP will correlate with the City's Comprehensive Plan.

The City Council and the Board had further questions/discussion regarding the 2018 – 2019 DCEDC Community Enhancement Program.

**B. RECEIVE AND DISCUSS POTENTIAL DEVELOPMENT IN THE CITY.**

Ms. James provided the City Council and the Board with a copy of a map of the City of Duncanville. She reviewed each of the areas in the city available for potential development. Currently, Staff is working with the business owners, and several brokers/developers regarding these properties.

The City Council and the Board had further questions/discussion.

**C. DISCUSS GOALS AND OBJECTIVES OF CITY COUNCIL RELATED TO DCEDC.**

The City Council, the Board, and Staff discussed the goals and objectives of City Council related to the DCEDC.

Mayor Gordon questioned the perception developers have of doing business with the City of Duncanville. President Dial stated there is not a good perception from past City Council. Ms. James stated that there are negative perceptions because of some development restrictions and secondly because some developers have attended City Council meetings in the past and have shown concerns of how meetings went. Mayor Gordon and City Council agreed that the perception needs to change and offered to help change their opinions by meeting with developers that show concerns. City Manager Hugman stated that having the contacts sit down with the Mayor and Board President at the appropriate time in development negotiations would show unity.

Mr. Govan asked if City Council was interested in bringing mom and pop restaurants north of the City who are looking to expand their business instead of targeting big chain restaurants. City Council agreed and encouraged the Board and Staff to reach out if help is needed from City Council.

The City Council and the Board were instructed by Mayor Gordon to forward any ideas, leads, or suggestions to Staff, and Staff will follow-up. Also, if the City Council or the Board has any business cards of potential contacts, forward those to Staff as well. As Staff or City Council speak with potential business owners, brokers, and developers, track the information and/or feedback received from these individuals.

The City Council and the Board had further questions/discussion.

**ADJOURNMENT**

*The City Council meeting adjourned at 7:22 PM.*

*The DCEDC meeting adjourned at 7:22 PM.*

**APPROVED:**

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**STEVE DIAL  
PRESIDENT**

**ATTEST:**

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**CYNTHIA D. WILLIAMS  
ECONOMIC DEVELOPMENT COORDINATOR**



# AGENDA BACKGROUND

**ITEM NO. 3**

**MEETING DATE:** Monday, February 18, 2019

**TITLE:** Consider Approval of the DCEDC Minutes for the Regular Meeting Held on January 28, 2019.

**BACKGROUND/HISTORY:** Copies of the draft minutes for the Regular Meeting on January 28, 2019.

**ATTACHMENT(S):** Draft DCEDC Minutes for the Regular Meeting held on January 28, 2019.

**DUNCANVILLE COMMUNITY AND ECONOMIC  
DEVELOPMENT CORPORATION (DCEDC) BOARD  
REGULAR MEETING  
JANUARY 28, 2019**

A regular meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Monday, January 28, 2019, at 7:00 PM at the D.L. Hopkins, Jr. Senior Center Northside Room located at 206 James Collins Blvd., Duncanville, Texas.

Board Members in Attendance:

Steve Dial	President
Derwin Broughton, AIA	Vice President
Dave Galbraith	Board Member
Michael Grace	Board Member
Kenneth Govan	Board Member
Chan Williams	Board Member

Board Members Not in Attendance:

Dr. Terry Smith	Board Member
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City Council Members Present: Don McBurnett; District 2, and Mark Cooks; District 4

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

Guest Present: Robert Hager, City Attorney; Monte Anderson, President of Options Real Estate Investments, Inc.; Bryan Kaeser, Mudhook Brands; and Rodney Truttling, Developer

***CALL TO ORDER***

The meeting was called to order by President Dial at 7:33 PM.

***INVOCATION***

Mr. Broughton offered the Invocation.

***ITEM NO. 1 CITIZEN'S PUBLIC FORUM.***

President Dial read the item into record. The following spoke during the Citizen's Public Forum Period:

Patricia Ebert, 115 S. Greenstone Ln. – spoke on the activities currently taking place at the D.L. Hopkins, Jr. Senior Center.

***ITEM NO. 2 CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE REGULAR MEETING HELD ON DECEMBER 10, 2018.***

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

***ITEM NO. 3 RECEIVE AND DISCUSS CITY SALES AND USE TAX COMPARISON SUMMARY.***

Ms. James reported that the Sales Tax Summary's numbers for the month-to-month comparison and the year-to-date comparison both show a -0.86%. So, the City's sales tax collections are down just under 1%; however, this is not uncommon with the other cities as well. Staff will continue to monitor.

The Board had further questions/discussion.

***ITEM NO. 4 RECEIVE AND CONSIDER APPROVAL OF THE DCEDC MONTHLY BUDGET REPORT.***

Ms. James reported that the EDC collected \$203,154 in sales tax revenue. Year-to-date, the EDC has collected \$205,433. In terms of activity, the EDC had expenses of \$15,808, which included salaries, training, and equipment rentals. The Report also shows \$669 in expenses for KDB, which included miscellaneous supplies as well as travel for the Director's annual conference. The \$6,090 Transfer to the General Fund includes supportive service charges. The \$578 expenditures for Beautification efforts includes water and ground maintenance.

Staff received a report today that the Parks Department did plant tulips. The tulips are planted later this year than last year. Mr. Hamilton is very much aware that the DCEDC wants to maintain the sustainability component for plantings in the community.

The Total Expenditures for EDC were \$23,145, and that leaves a net profit of \$180,009 for the month. Year-to-Date, the EDC has a net profit of \$131,593. Staff performed an audit and the EDC Fund Balance is \$1,028,401.

The Board had further questions/discussion.

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

***ITEM NO. 5 RECEIVE AND DISCUSS THE MAIN STATION DUNCANVILLE, LTD'S MONTHLY FINANCIALS, AS WELL AS DUNCANVILLE REAL ESTATE UPDATES.***

Mr. Anderson reported that it is pretty much business as usual at Main Station. Main Station is 100% full.

***ITEM NO. 6 RECEIVE A PRESENTATION AND DISCUSS THE POTENTIAL DEVELOPMENT OF THE RAIL ROAD FLATS PROPERTY.***

Ms. James introduced Mr. Rodney Truttling. He has shown interest in the Rail Road Flats Property, which the DCEDC owns. Also, she reported that the EDC has legal counsel here tonight, Mr. Hager, if the Board has any questions for him regarding this Agenda Item.

Mr. Truttling provided the Board with a background on himself. He is a long-time resident of Duncanville since 1979, and a home builder. He has built homes in Duncanville, Desoto, and Cedar Hill. He has also done some construction and restoration projects primarily in Desoto and Glenn Heights. Mr.

Truttling stated that there is a piece of property in Duncanville, which the City refers to as Rail Road Flats. He has been looking at this property since 1979; trying to decide what would be feasible, workable, and doable on that piece of property. He provided the address for this property to his architect, and he was of the mindset that the City should stay with a mixed-use plan; something facing Center Street that would have commercial spaces. Not so much sit-down eateries, but a coffee shop, possibly a donut shop, or an ice cream parlor. Another thing the architect felt would be key to it, if the City is going to have 40 - 60 apartment units is convenience, i.e., laundry service, grocery service, etc. With what people are paying for apartments today, that is the types of conveniences people would want. It is a property that is small, but Mr. Truttling and his architect feel that it would yield somewhere between 10 - 14 offices or commercial spaces. Depending on how much parking spaces are required, it could be from 30 - 45 units, but it depends on how much space is allocated for parking.

He wanted an opportunity to submit the sketches to the Board, visit with the Board to see if the Board would be open to his proposal, and get a feel of how much the City is looking at for this piece of property.

The Board had further questions/discussion.

Mr. Hager suggested that if the Board is interested in this proposal, that Mr. Truttling get together with Ms. James and Staff to work out the logistics on the elements that he may need to make this work financially, and then at the next DCEDC meeting discuss what the DCEDC is willing to sale for this piece of property. Staff will follow-up with Mr. Truttling.

***ITEM NO. 7 CONSIDER APPROVAL OF A \$150,000 INCREASE TO THE MAIN STATION DUNCANVILLE, LTD PARTNERSHIP LOAN FOR THE PROPERTY LOCATED AT 100 S. MAIN ST., DUNCANVILLE, TEXAS.***

Mr. Anderson presented his request to the Board to increase the existing Main Station Duncanville, LTD Partnership loan in the amount of \$150,000. This request is to borrow \$150,000 from the bank, not the DCEDC on a second note. The Rice Pot has additional space that is not being used. This increase is to cover the cost of remodeling some of the commercial space from the Rice Pot to include a hamburger spot (Mudhook) and a coffee shop (Black and Bitter). He presented plans to the Board at the meeting.

Mr. Bryan Kaeser with Mudhook Brands provided the Board with a brief description of his experience and background.

Mr. Anderson is ready to sign the leases for Mr. Kaeser and the Rice Pot. His intention is to borrow \$150,000 and add a second note on the property. Payments on that note will be about \$1,115 per month. If the Rice Pot is not downsized, the Rice Pot is likely to not renew because it is too much space.

The Board had further questions/discussion.

Mr. Hager stated that Mr. Anderson as General Partner under Texas Law has the fiduciary duty to the limited partner to make sure that the limited partner is informed of what is going on and the limited partner has the right to look at the financials. Mr. Anderson will provide these to the Board. The construction expenses will be included in the financials.

Mr. Govan made a motion to approve a \$150,000 loan increase to the Main Station Duncanville Limited Partnership for build-out of the three restaurant retail spaces in Main Station and authorize the DCEDC President to sign any necessary documents. The motion was seconded by Mr. Broughton; the motion passed unanimously.

Mr. Hager left the meeting at 8:36 PM.

***ITEM NO. 8 RECEIVE AND CONSIDER AMENDING AND ADOPTING THE CITY OF DUNCANVILLE AND DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION (DCEDC) POLICY STATEMENT AND GUIDELINES FOR ECONOMIC DEVELOPMENT GRANTS AND TAX ABATEMENTS TO INCLUDE THE COMMERCIAL DEMOLITION/REBUILD PROGRAM.***

Ms. James reported that the proposed updates are in red. Because the DCEDC incentive guidelines include the City and the DCEDC, the only thing the DCEDC will approve tonight is the commercial component. It is modeled after the DCEDC incentive policy and will have to go to City Council for final approval.

The Board had further questions/discussion.

Mr. Grace made a motion to amend and adopt the City of Duncanville and Duncanville Community and Economic Development Corporation (DCEDC) Policy Statement and Guidelines for Economic Development Grants and Tax Abatements to include the Demolition/Rebuild commercial component. The motion was seconded by Mr. Govan, the motion passed unanimously.

***ITEM NO. 9 RECEIVE AND CONSIDER THE 2018 DCEDC ANNUAL REPORT.***

Ms. James reported that this is something the Board does on an annual basis. There is an annual report that Staff must file with the State of Texas; however, this is completely different. Some of this information is used for that report. This document is more of an internal document for City Council.

While reviewing the Annual Report, Ms. James asked the Board if they would like Mr. Hamilton, Parks Superintendent, to attend a future DCEDC meeting and provide another update on the Beautification efforts. Staff will follow-up with Mr. Hamilton.

The Board had further questions/discussion.

Mr. Broughton made a motion to approve the 2018 DCEDC Annual Report with one correction, seconded by Mr. Govan, the motion passed unanimously.

***ITEM NO. 10 DISCUSS CONDUCTING A STRATEGIC PLANNING SESSION FOR THE DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION (DCEDC).***

Ms. James reported that every year the DCEDC has some type of planning session. There have been years where a facilitator came in, and then there have been years where the Board has handled this on its own. Last year, the Board did conduct the planning session based on the Comprehensive Plan.

After discussion, the consensus of the Board is to handle the planning session internally. Staff will not hire a facilitator.

The Board had further questions/discussion.

On Monday, March 18, 2019, the Board will conduct a Driving Tour/Planning Session, and possibly, if needed, a Regular Meeting. This will take place at 6:00 PM at City Hall. If the Board Members have anything specific to discuss, please send that information to Ms. James.

***ITEM NO. 11 RECEIVE STAFF AND BOARD REPORTS.***

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.

Due to some scheduling conflicts, the next meeting of the DCEDC will take place on Monday, February 18, 2019.

***ADJOURNMENT***

***The meeting adjourned at 9:42 PM.***

**APPROVED:**

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**STEVE DIAL  
PRESIDENT**

**ATTEST:**

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**CYNTHIA D. WILLIAMS  
ECONOMIC DEVELOPMENT COORDINATOR**



# AGENDA BACKGROUND

ITEM NO. 4

**MEETING DATE:** Monday, February 18, 2019

**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 January 2019 is attached for the Board's review and discussion.

## STATE OF TEXAS

## COMPTROLLER OF PUBLIC ACCOUNTS - CITY SALES AND USE TAX COMPARISON SUMMARY - FEBRUARY 2019

County/City	Rate	Net Payment	Comparable Payment	% Change	2018 Payments	2017 Payments	% Change
<b>Dallas</b>							
Addison	1.00%	\$ 1,951,678.09	\$ 1,309,794.39	49.00%	\$ 3,088,896.53	\$ 2,373,477.55	30.14%
Balch Springs	2.00%	\$ 711,591.45	\$ 736,494.85	-3.38%	\$ 1,316,904.84	\$ 1,356,362.72	-2.90%
Carrollton	1.00%	\$ 3,523,696.55	\$ 3,647,154.09	-3.38%	\$ 6,513,622.27	\$ 6,700,969.98	-2.79%
Cedar Hill	1.88%	\$ 1,796,524.73	\$ 1,753,092.32	2.47%	\$ 3,024,524.08	\$ 3,009,485.46	0.49%
Cockrell Hill	1.00%	\$ 40,558.13	\$ 41,174.09	-1.49%	\$ 73,537.03	\$ 75,585.00	-2.70%
Coppell	1.75%	\$ 3,716,308.34	\$ 3,361,713.74	10.54%	\$ 6,603,370.09	\$ 6,604,739.06	-0.02%
Dallas	1.00%	\$ 32,219,330.36	\$ 30,429,822.29	5.88%	\$ 56,717,435.20	\$ 53,466,371.17	6.08%
De Soto	2.00%	\$ 1,716,180.84	\$ 1,929,022.42	-11.03%	\$ 3,261,425.69	\$ 3,186,105.61	2.36%
Duncanville	2.00%	\$ 982,541.46	\$ 1,022,043.71	-3.86%	\$ 1,743,849.39	\$ 1,789,964.94	-2.57%
Farmers Branch	1.00%	\$ 1,580,591.00	\$ 1,286,956.50	22.81%	\$ 2,886,017.39	\$ 2,513,412.37	14.82%
Garland	1.00%	\$ 2,890,978.87	\$ 2,867,890.29	0.80%	\$ 5,119,499.17	\$ 5,094,975.15	0.48%
Glenn Heights	1.00%	\$ 71,244.98	\$ 62,222.60	14.50%	\$ 123,880.08	\$ 104,260.67	18.81%
Highland Park	1.00%	\$ 525,215.63	\$ 556,140.89	-5.56%	\$ 920,528.33	\$ 905,937.44	1.61%
Hutchins	2.00%	\$ 200,309.09	\$ 231,256.82	-13.38%	\$ 374,484.73	\$ 397,286.20	-5.73%
Irving	1.00%	\$ 8,011,255.63	\$ 6,952,466.46	15.22%	\$ 13,320,127.56	\$ 11,602,388.90	14.80%
Lancaster	2.00%	\$ 798,576.70	\$ 1,005,155.30	-20.55%	\$ 1,631,964.07	\$ 1,870,555.04	-12.75%
Mesquite	2.00%	\$ 4,993,762.41	\$ 4,811,077.61	3.79%	\$ 8,280,040.03	\$ 8,283,315.94	-0.03%
Richardson	1.00%	\$ 4,362,114.16	\$ 4,085,093.16	6.78%	\$ 7,072,529.26	\$ 7,145,088.50	-1.01%
Rowlett	1.00%	\$ 721,111.30	\$ 681,189.61	5.86%	\$ 1,279,527.90	\$ 1,238,851.11	3.28%
Sachse	1.75%	\$ 337,215.48	\$ 313,994.54	7.39%	\$ 567,685.21	\$ 522,469.94	8.65%
Seagoville	2.00%	\$ 356,938.26	\$ 323,479.61	10.34%	\$ 642,216.07	\$ 580,546.86	10.62%
Sunnyvale	2.00%	\$ 285,585.07	\$ 350,718.12	-18.57%	\$ 619,870.68	\$ 575,256.84	7.75%
University Park	1.00%	\$ 523,260.11	\$ 528,017.42	-0.90%	\$ 884,903.08	\$ 866,688.44	2.10%
Wilmer	2.00%	\$ 426,184.85	\$ 388,424.95	9.72%	\$ 776,876.49	\$ 678,037.28	14.57%
<b>County Total</b>		<b>\$ 72,742,753.49</b>	<b>\$ 68,674,395.78</b>	<b>5.92%</b>	<b>\$ 126,843,715.17</b>	<b>\$ 120,942,132.17</b>	<b>4.88%</b>
<b>Tarrant</b>							
Bedford	2.00%	\$ 1,154,945.83	\$ 1,091,668.45	5.79%	\$ 2,003,662.02	\$ 1,919,033.77	4.40%
Hurst	1.50%	\$ 1,898,728.40	\$ 2,012,967.95	-5.67%	\$ 3,205,256.07	\$ 3,256,516.19	-1.57%
Grand Prairie	1.75%	\$ 5,735,974.79	\$ 5,695,917.14	0.70%	\$ 10,348,792.94	\$ 10,063,009.43	2.83%
Grapevine	1.50%	\$ 5,167,086.45	\$ 4,351,818.02	18.73%	\$ 8,766,533.11	\$ 7,613,357.12	15.14%
Southlake	1.88%	\$ 3,044,031.73	\$ 3,291,856.98	-7.52%	\$ 5,195,805.22	\$ 5,692,801.34	-8.73%
Mansfield	2.00%	\$ 2,575,846.42	\$ 2,426,967.77	6.13%	\$ 4,539,319.33	\$ 4,213,665.65	7.72%
<b>Denton</b>							
Corinth	1.75%	\$ 274,166.76	\$ 258,267.98	6.15%	\$ 477,993.90	\$ 460,883.44	3.71%
<b>Ellis</b>							
Midlothian	2.00%	\$ 985,401.80	\$ 793,435.90	24.19%	\$ 1,767,789.45	\$ 1,428,037.97	23.79%



# AGENDA BACKGROUND

**ITEM NO. 5**

**MEETING DATE:** Monday, February 18, 2019

**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. 6**

**MEETING DATE:** Monday, February 18, 2019

**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. 7**

**MEETING DATE:** Monday, February 18, 2019

**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 for review and discussion.



# AGENDA BACKGROUND

**ITEM NO. 8**

**MEETING DATE:** Monday, February 18, 2019

**TITLE:** Hold a Public Hearing Regarding Proposed Incentives from the DCEDC to HAV R Properties in an Amount Not to Exceed \$3,700.18 for a Paint Grant, and An Amount Not to Exceed \$11,534.41 for a Façade and Architectural Improvement Grant for the Property Located at 606 S. Clark Rd., Duncanville, TX 75137

**PRESENTED BY:** Steve Dial, President, DCEDC

**BACKGROUND/HISTORY:** Additional detailed information will be provided during the Executive Session to review with the Board. Even though some of the quotes are over 30 days old, Mr. Russell with HAV R Properties has verified with the vendors that the quotes are still good.



# AGENDA BACKGROUND

**ITEM NO. 9**

**MEETING DATE:** Monday, February 18, 2019

**TITLE:** Receive and Consider Approval of a Proposed Paint Grant Request for HAV R Properties Located at 606 S. Clark Rd., Duncanville, Texas in the Amount of \$3,700.18.

**PRESENTED BY:** Harold Russell, Owner, HAV R Properties

**BACKGROUND/HISTORY:** Additional detailed information will be provided during the Executive Session to review with the Board. Even though some of the quotes are over 30 days old, Mr. Russell with HAV R Properties has verified with the vendors that the quotes are still good.



# AGENDA BACKGROUND

**ITEM NO. 10**

**MEETING DATE:** Monday, February 18, 2019

**TITLE:** Receive and Consider Approval of a Proposed Façade and Architectural Improvement Grant Request for HAV R Properties Located at 606 S. Clark Rd., Duncanville, Texas in the Amount of \$11,534.44

**PRESENTED BY:** Harold Russell, Owner, HAV R Properties

**BACKGROUND/HISTORY:** Additional detailed information will be provided during the Executive Session to review with the Board. Even though some of the quotes are over 30 days old, Mr. Russell with HAV R Properties has verified with the vendors that the quotes are still good.



# AGENDA BACKGROUND

ITEM NO. 11

**MEETING DATE:** Monday, February 18, 2019

**TITLE:** Executive Session.

**BACKGROUND/HISTORY:** 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 THE POTENTIAL DEVELOPMENT OF THE RAIL ROAD FLATS PROPERTY OWNED BY THE DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION (DCEDC).

In accordance with the Texas Government Code, the DCEDC shall convene into closed executive session pursuant to Section 551.087 (2) - Deliberation Regarding Economic Development Negotiations, to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1).

- DISCUSS HAV R PROPERTIES PAINT GRANT REQUEST.
- DISCUSS HAV R PROPERTIES FAÇADE AND ARCHITECTURAL IMPROVEMENT GRANT REQUEST.



# AGENDA BACKGROUND

**ITEM NO. 12**

**MEETING DATE:** Monday, February 18, 2019

**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. 13**

**MEETING DATE:** Monday, February 18, 2019

**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 because of Executive Session.



# AGENDA BACKGROUND

ITEM NO. 14

**MEETING DATE:** Monday, February 18, 2019

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

- Receive Business and Events Activity Updates.
- Important Dates/Upcoming Events:
  - District 4 Lunch & Learn with Council Member Cooks, February 28, 2019, 6:00 PM – 7:00 PM, Luby's, 926 Highway 67, 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)



**Duncanville**  
*City of Champions*

# Lunch, Laugh and Learn

## Meet & Greet

**Duncanville District 4 Residents**

*(with an open invitation to other Duncanville residents)*

**FEBRUARY 28, 2019**

**6:00 pm - 7:00 pm**

Come out and get acquainted with  
**City Council Member Mark D. Cooks**

**Topic: Local Business Owners**

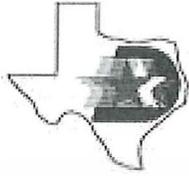
*Special Guest: Jessica James, Economic Development Director*

**Every 4<sup>th</sup> Thursday of the Month**

**Luby's**  
CAFETERIA

**926 Highway 67, Duncanville Texas**

**[mcooks@duncanville.com](mailto:mcooks@duncanville.com) | 972-974-7643**



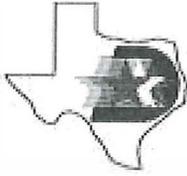
City of Duncanville's  
**Certificate of Occupancy - Applications  
 Received - MONTHLY (EDC)**  
 Month of January, 2019

Project Description	Project Start Date	Short Address	Tenant Name	Square Footage	Total Fees	Reason for Application	Tenant Name
AP SECURITY LLC	01/02/2019	407 N Cedar Ridge Dr. Suite # #310	AP Security LLC	1,014	\$75.00	New Business	ERIC ROBERTSON
insurance agency office	01/03/2019	407 Cedar Ridge Dr. Suite # 225	Assets Management Group	210	\$75.00	New Occupancy	
Temple Missionary Baptist Church	01/03/2019	638 Power Dr.	Temple Missionary Bapt Church	11,000	\$75.00	New Occupancy	
DFW Radiology Associates - Medical Office	01/04/2019	1010 E Wheatland Rd. Suite # 200	DFW RADIOLOGY ASSOCIATES, PLLC DBA FIBROID INSTITUTE DALLAS	1,000	\$75.00	New Occupancy	
NOTARY, TAX PREPARATION, BOOKKEEPING AND CONSULTING	01/08/2019	515 N Cedar Ridge Suite # 7J	SMZ Notary	198	\$75.00	New Business	
marketing company and direct sales but office will be used for meeting and recruiting	01/08/2019	735 Mercury Ave.	MCSWAIN MARKETING GROUP LLC	2,100	\$75.00	New Business	
church-Sunday school classes, bible studies, youth groups, men's meeting	01/09/2019	414 S Avenue C	First United Methodist Church of Duncanville	1,328	\$75.00	New Occupancy	
repair shop	01/11/2019	706 E Red Bird Ln. Suite # 103-104	J & B Auto Repair	1,600	\$75.00	New Occupancy	
Oncology Services for Healthcare	01/11/2019	310 E Hwy 67	Baylor Scott & White Charles A Sammons	14,090	\$75.00	New Occupancy	

Outpatient  
Department of  
Waxahachie  
Medical Center

Cancer Ctr  
Duncanville

Auto Collision	01/17/2019	1144 N Duncanville Rd.	Service One Collision	12,000	\$122.00	New Business
home health provider office	01/17/2019	515 N Cedar Ridge Suite # 4	New Direction Home Healthcare Inc	1,286	\$75.00	Change of Location
auto care - light body & fender, detailing, pinstiping, window tinting, restoration	01/17/2019	1110 Explorer St. Suite # E	Next Level Auto Care	2,000	\$75.00	New Occupancy
fast food restaurant	01/17/2019	630 Oriole Blvd.	LG's Chicken and Rice	1,600	\$75.00	New Occupancy
INVESTMENT CONSULTANT OFFICE	01/22/2019	515 N Cedar Ridge Dr. Suite # 7E	Board Walk Ventures Inc.	154	\$75.00	New Occupancy
barber shop	01/22/2019	1455 Acton Ave.	Chop-A-Lot Barbershop	1,338	\$75.00	Change of Location
home infusion support service agency (office)	01/24/2019	407 N Cedar Ridge Dr. Suite # 342	Magnet Specialty Nurses PLLC	210	\$75.00	New Occupancy
transportation office (office only)	01/25/2019	407 N Cedar Ridge Dr Unit 130	Crossroads Trucking Inc	912	\$75.00	New Occupancy
church (change of ownership; change of name)	01/28/2019	200 E Carr Ln.	DP & L Church	4,000	\$75.00	Change of Ownership
hair braiding only	01/29/2019	1019 S Main St. Suite # 112	Braids by Kie & Bond & Beads Co.	600	\$75.00	Change of Location
VOCAL COACH	01/29/2019	550 MAIN St. Suite # 204	SONNY RIOS	144	\$75.00	New Occupancy
<b>TOTALS:</b>	Square Footage:	<b>56,784.00</b>	(Avg.: 2,839.20)			
	Total Projects:	<b>20</b>				
	Total Fees:					<b>\$1,547.00</b>



City of Duncanville's  
**Certificate of Occupancy - Certificates  
 Issued - MONTHLY (EDC)**  
 Month of January, 2019

Project Description	CO Issue Date	Short Address	Tenant Name	Square Footage	Reason for Application	Tenant Name
Church- CO replacement	01/16/2019	543 E Freeman St.	First Presbyterian Church of Duncanville	9,837	Replacement	Jocelyn Bolles
retail flooring, sale of mattresses, sale of general merchandise - furniture	01/10/2019	803 E Hwy 67	Great 4 You And Royal Floors	3,200	Business Expansion	Fernando Ramirez
women's retail	01/10/2019	716 N Main St. Suite # C	Rose Gold South	1,000	New Occupancy	Shakayla Crawford
body shop (no painting)	01/04/2019	602 E Red Bird Ln. Suite # C	The Shop	1,250	New Occupancy	Rodolfo Cruz
rental apartments/duplex	01/04/2019	308 Fouts Ave.	Renaissance Village	500	New Occupancy	Rickey Fain
tire shop and mechanic shop	01/04/2019	631 E Hwy 67 Suite # A	Martin Refugio Tires and Mechanic Shop	3,100	New Occupancy	Martin Ramirez
office for Landers Carpet Care (office only)	01/04/2019	515 N Cedar Ridge Suite # D	Landers Carpet Care	193	Change of Location	Anthony L Landers
massage therapy	01/04/2019	210-B S Cedar Ridge Dr. Suite # 200	Healing Hands Massage and Bodywork	400	New Occupancy	Shaheen Taylor
tax services and business development office	01/04/2019	316 N Main	Texas Tax Amigo	964	New Occupancy	James Garner
cellphone retail store	01/04/2019	1438 Acton Ave.	MML Wireless LLC	2,500	New Occupancy	Herbert Rios
property management office	01/04/2019	515 N Cedar Ridge Dr. Suite # 5	Casas and Houses Property Management	720	Change of Location	Damaris Broce
mechanic shop	01/10/2019	602 E Red Bird Ln. Suite # E	Kiss Transmission and More	1,250	New Occupancy	Yamel Perez

sales of used trucks and equipment, indoor storage of equipment	01/04/2019	1318 S Alexander Ave.	Thomas Fleet Sales LLC	1,800	New Business	Kevin Thomas
Austin Insurance Agency	01/10/2019	515 N Cedar Ridge Dr. Suite # 7-1	Austin Insurance Agency	375	New Occupancy	Shomega Daniels Austin
INSURANCE SALES	01/10/2019	603 S Main St.	Santiago Rodriguez Insurance	5,539	New Business	SANTIAGO RODRIGUEZ
oncology services - healthcare outpatient department of Waxahachie Medical Center (change in name)	01/04/2019	310 E Hwy 67	Baylor Scott & White Charles A Sammons Cancer Ctr	14,090	Change of Name	
dental office (change in name)	01/07/2019	938 E Hwy 67	Dental Delite of Duncanville, P.A.	5,060	Change of Name	
OWNER CHANGED UNIT DOOR NUMBER FROM 208 TO 203	01/15/2019	606 ORIOLE Blvd. Suite # 203	NIMO'S BEAUTY AND STYLE SALON INC	750	Replacement	
car wash (co replacement)	01/30/2019	518 N Main St.	McDonald's Car Wash	1,650	Replacement	
<b>TOTALS:</b>						
Square Footage:		<b>54,178.00</b>	(Avg.: 2,851.47)			
Total Projects:		<b>19</b>				
CO's Issued:		<b>19</b>				