



**DUNCANVILLE COMMUNITY AND
ECONOMIC DEVELOPMENT CORPORATION (DCEDC)
REGULAR MEETING
D.L. HOPKINS SENIOR CENTER NORTHSIDE ROOM
206 JAMES COLLINS BLVD., DUNCANVILLE, TX 75116
JUNE 24, 2019 @ 7:30 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. CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE PLANNING SESSION HELD ON MARCH 18, 2019.
3. CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE REGULAR MEETING HELD ON APRIL 22, 2019.
4. CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE SPECIAL CALLED MEETING HELD ON MAY 16, 2019.
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 AND DISCUSS THE MAIN STATION DUNCANVILLE, LTD'S MONTHLY FINANCIALS, AS WELL AS DUNCANVILLE REAL ESTATE UPDATES.
9. DISCUSS AND CONSIDER REQUESTED DEMOLITION/REBUILD PROGRAM INCENTIVE FROM THE DCEDC TO RUSSELL GLEN COMPANY IN THE AMOUNT OF \$246,750 TO ASSIST WITH THE REPURPOSING OF THE BUILDING LOCATED AT 106 E. HIGHWAY 67, DUNCANVILLE, TX 75137.
10. HOLD A PUBLIC HEARING REGARDING A PROPOSED DEMOLITION/REBUILD PROGRAM INCENTIVE FROM THE DCEDC TO RUSSELL GLEN COMPANY IN THE AMOUNT OF \$246,750 TO ASSIST WITH THE REPURPOSING OF THE BUILDING LOCATED AT 106 E. HIGHWAY 67, DUNCANVILLE, TX 75137.

11. RECEIVE AND CONSIDER APPROVAL OF THE PROPOSED FISCAL YEAR 2019 – 2020 DCEDC BUDGET.

12. EXECUTIVE SESSION.

In accordance with the TX Government Code, the DCEDC shall convene into closed executive session pursuant to Section 551.087 (1) - Deliberation Regarding Economic Development Negotiations, to discuss or deliberate commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations.

- DISCUSS REQUESTED ASSISTANCE FROM RUSSELL GLEN COMPANY.

13. RECONVENE INTO OPEN SESSION.

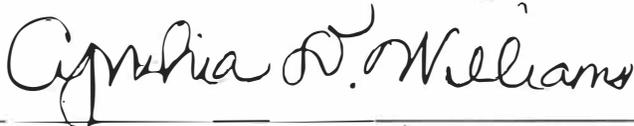
14. TAKE ANY NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION.

15. RECEIVE STAFF AND BOARD REPORTS.

- RECEIVE KDB AND BEAUTIFICATION UPDATE.
- RECEIVE BUSINESS AND EVENTS ACTIVITY UPDATES.
- IMPORTANT DATES/UPCOMING EVENTS:
 - DISTRICT 4 LUNCH & LEARN W/COUNCIL MEMBER COOKS; JUNE 27, 2019 AT 6:00 PM - 7:00 PM, LUBY'S CAFETERIA, 926 HIGHWAY 67, DUNCANVILLE, TX.
 - ECONOMIC DEVELOPMENT SALES TAX WORKSHOP; NOVEMBER 22, 2019, HAMPTON INN, 1700 RODEO DR., MESQUITE, TX.

ADJOURNMENT

**POSTED BY THURSDAY
JUNE 20, 2019 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 licenciatario 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, June 24, 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 comments 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, June 24, 2019

TITLE: Consider Approval of the DCEDC Minutes for the Planning Session Held on March 18, 2019.

BACKGROUND/HISTORY: Copies of the draft minutes for the Planning Session held on March 18, 2019.

ATTACHMENT(S): Draft DCEDC Minutes for the Planning Session held on March 18, 2019.

**DUNCANVILLE COMMUNITY AND ECONOMIC
DEVELOPMENT CORPORATION (DCEDC) BOARD
PLANNING SESSION
MARCH 18, 2019**

A planning session of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Monday, March 18, 2019, at 7:30 PM in the City Council Briefing Room located at City Hall.

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: There were no City Council Members in attendance.

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

CALL TO ORDER

The meeting was called to order by President Dial at 7:30 PM.

INVOCATION

Mr. Broughton offered the Invocation.

ITEM NO. 1 CONDUCT A STRATEGIC PLANNING SESSION FOR THE DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION BOARD (DCEDC).

After the Driving Tour, which provided the Board with an opportunity to learn more about development challenges and opportunities in Duncanville, Staff reviewed the portion of the Comprehensive Plan that deals with the DCEDC, the results from the Zoning Ordinance Diagnostic, and the current Community Enhancement Program (CEP) goals. Staff also provided an update on the property located at 730 E. IH-20, Duncanville, TX.

Staff distributed a spreadsheet of the current economic development goals to the Board for review and discussion. These goals are aligned with those discussed in the City's Comprehensive Plan. The spreadsheet showed completed goals, goals in progress, and projects for the Board to consider as additional goals.

After further questions/discussion, the Board established their 2019 – 2020 strategic goals for the Community Enhancement Program (CEP).

ADJOURNMENT

The meeting adjourned at 10:22 PM.

APPROVED:

**STEVE DIAL
PRESIDENT**

ATTEST:

**CYNTHIA D. WILLIAMS
ECONOMIC DEVELOPMENT COORDINATOR**



AGENDA BACKGROUND

ITEM NO. 3

MEETING DATE: Monday, June 24, 2019

TITLE: Consider Approval of the DCEDC Minutes for the Regular Meeting Held on April 22, 2019.

BACKGROUND/HISTORY: Copies of the draft minutes for the Regular Meeting held on April 22, 2019.

ATTACHMENT(S): Draft DCEDC Minutes for the Regular Meeting held on April 22, 2019.

**DUNCANVILLE COMMUNITY AND ECONOMIC
DEVELOPMENT CORPORATION (DCEDC) BOARD
REGULAR MEETING
APRIL 22, 2019**

A regular meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Monday, April 22, 2019, at 6:30 PM in the City Council Briefing Room located at City Hall.

Board Members in Attendance:

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

Board Members Not in Attendance:

Dr. Terry Smith	Board Member
Chan Williams	Board Member

City Council Members Present: There were no City Council Members in attendance.

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

Guest Present: Gil Hudson, Owner (Redbird Skateland); Daniel Flores, Residential Sales Specialist; and Monte Anderson, President (Options Real Estate Investments, Inc.)

CALL TO ORDER

The meeting was called to order by President Dial at 6:37 PM.

INVOCATION

Mr. Galbraith 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:

Mr. Daniel Flores, 215 W. Fain – stated he was there representing Monte Anderson and spoke in favor of repurposing the property located at 730 E. IH-20, Duncanville, TX. Mr. Flores presented Options Real Estate's Before and After Portfolio to the Board and discussed ideas that Mr. Anderson has regarding the property.

ITEM NO. 2 CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE REGULAR MEETING HELD ON FEBRUARY 18, 2019.

Mr. Broughton made a motion to approve the minutes, seconded by Mr. Govan, the motion passed unanimously.

ITEM NO. 3 CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE DRIVING TOUR HELD ON MARCH 18, 2019.

Mr. Broughton made a motion to approve the minutes, seconded by Mr. Galbraith, the motion passed unanimously.

ITEM NO. 4 CONSIDER APPROVA OF THE DCEDC MINUTES FOR THE PLANNING SESSION HELD ON MARCH 18, 2019.

Mr. Galbraith noted that during the March 18, 2019, DCEDC meeting, Staff reviewed a letter dated March 18, 2019, from the City of Duncanville's Interim Building Official concerning the property located at 730 E. IH-20. Upon review of the letter, Mr. Galbraith requested an opportunity for access to the property for a personal site discovery and assessment. On March 19, 2019, Staff allowed Mr. Galbraith access to the buildings. Mr. Galbraith's personal site discovery and assessment was submitted to Ms. James and President Dial on April 3, 2019. It is his belief that this should be reflected in the minutes. However, it is the understanding of Staff and other Board Members that Mr. Galbraith's request to have access to the buildings was made during Executive Session or after the meeting adjourned, which would not be reflected in the minutes.

Mr. Govan made a motion to table this agenda item until after Staff's review of the recording of the meeting, seconded by Mr. Grace, the motion passed unanimously.

Staff will bring this Agenda Item back to the Board at the next DCEDC Regular meeting.

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

Ms. James reported that Sales tax collections for March sales (May payment) shows a decrease of 2.08% over the same period last year, with an overall decrease YTD for FY 19 sales tax collections of -0.92% compared to FY 18 sales tax revenue YTD.

Sales tax collections for April sales (June payment) shows an increase of 1.80% over the same period last year, with a decrease YTD for FY 19 sales tax collections of -1.19% compared to FY 18 sales tax revenue YTD.

The Board had further questions/discussion.

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

February 2019:

Ms. James reported that the EDC collected \$245,635 in sales tax revenue for the month. Year-to-date, EDC has collected \$646,905. The EDC had expenses of \$17,352, which included memberships, travel, salaries, and equipment rentals. The KDB had expenses of \$878. The \$6,090 Transfer to the General Fund includes supportive service charges. The \$215 for Beautification efforts includes water and ground maintenance. The \$487,586 to the Debt Service is for Park Bonds.

The Total Expenditures for EDC were \$512,121, which leaves a loss of -\$266,486 for the month. Year-to-Date, the EDC has a net profit of \$31,345.

March 2019:

Ms. James reported that the EDC collected \$189,042 in sales tax revenue for the month. Year-to-date, EDC has collected \$832,790. The EDC had expenses of \$24,019, which included memberships, travel, salaries, and equipment rentals. The KDB had expenses of \$360. The \$6,090 Transfer to the General Fund includes supportive service charges. The \$1,176 for Beautification efforts includes water and ground maintenance.

The Total Expenditures for EDC were \$31,645, which leaves a net profit of \$157,397 for the month. Year-to-Date, the EDC has a net profit of \$164,935.

The Board had further questions/discussion.

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

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

Ms. James reported that for the month of March, the Fieldhouse is in the red \$36,030. They do have some sponsorships coming in, which are not reflected in these numbers. Staff still anticipates being in the black by the end of the year.

The Board had further questions/discussion.

ITEM NO. 8 RECEIVE AND DISCUSS THE MAIN STATION DUNCANVILLE, LTD'S MONTHLY FINANCIALS, AND THE DUNCANVILLE REAL ESTATE UPDATES.

Ms. James reported that our City Attorney has said that since Mr. Anderson will be a Council Member, it will be better in the future that he sends a representative to provide a quarterly update to the Board.

Staff reviewed the January and February Main Station Duncanville, LTD's Monthly Financials, and the Duncanville Real Estate Updates. Mr. Anderson was present at this meeting to answer any questions from the Board.

The Board had further questions/discussion.

ITEM NO. 9 HOLD A PUBLIC HEARING TO RECEIVE COMMENTS ON A PROPOSED PAINT INCENTIVE GRANT REQUEST FOR REDBIRD SKATELAND FOR THE PROPERTY LOCATED AT 1206 N. DUNCANVILLE RD., DUNCANVILLE, TX IN AN AMOUNT NOT TO EXCEED \$5,000.

President Dial opened the Public Hearing at 6:57 PM. The Board recognized:

Monte Anderson, 100 S Main St. – spoke in favor of the incentive request.

Mr. Broughton made a motion, seconded by Mr. Govan to close the Public Hearing. President Dial closed the Public Hearing at 7:00 PM.

ITEM NO. 10 RECEIVE AND CONSIDER APPROVAL OF A PROPOSED PAINT INCENTIVE GRANT REQUEST FOR REDBIRD SKATELAND FOR THE PROPERTY LOCATED AT 1206 N. DUNCANVILLE RD., DUNCANVILLE, TX IN AN AMOUNT NOT TO EXCEED \$5,000.

Ms. James introduced Mr. Gil Hudson, Owner of Redbird Skateland. Mr. Hudson stated that Staff dropped off an Incentive Packet at their location. He read through the information and made the decision to request an incentive from the DCEDC. Mr. Hudson received three bids, which he presented to the Board at this meeting. Guerreros Remodeling was the lowest of the three bids. His plan is to power wash the building, repaint the building with the top being a darker color and the bottom a lighter color, and re-caulk the windows in the hopes of making that section of Duncanville look a little better.

The Board had further questions/discussion. It was the consensus of the Board to vote now without going into Executive Session.

Mr. Govan made a motion to approve a Paint Incentive Grant to Redbird Skateland for the property located at 1206 N. Duncanville Rd., Duncanville, TX in an amount up to 70% of the lowest of the three bids not to exceed \$5,000 and approve the Board President to sign the appropriate documents and amend the DCEDC budget to reflect this amount. Mr. Broughton seconded the motion. The motion passed unanimously.

ITEM NO. 11 HOLD A PUBLIC HEARING REGARDING THE 2019 – 2020 DCEDC COMMUNITY ENHANCEMENT PROGRAM (CEP).

President Dial opened the Public Hearing at 7:32 PM. No citizen's spoke during public hearing. Mr. Broughton made a motion, seconded by Mr. Govan to close the Public Hearing. President Dial closed the Public Hearing at 7:34 PM.

ITEM NO. 12 RECEIVE AND CONSIDER THE ADOPTION AND REQUIRED ANNUAL UPDATES TO THE 2019 – 2020 DCEDC COMMUNITY ENHANCEMENT PROGRAM (CEP).

The Board had further questions/discussion.

Mr. Broughton made a motion to approve the 2019 – 2020 DCEDC Community Enhancement Program (CEP) with noted corrections, seconded by Mr. Grace, the motion passed unanimously.

Staff will bring this document back to the Board in six months for an update.

ITEM NO. 13 DISCUSS AND CONSIDER AMENDING THE DCEDC FY 18 – 19 BUDGET TO INCLUDE THE ASBESTOS ABATEMENT AND DEMOLITION OF THE PROPERTY LOCATED AT 730 E. IH-20, DUNCANVILLE, TX IN THE AMOUNT OF \$190,000.

The Board had further questions/discussion and will discuss further in Executive Session.

ITEM NO. 14 DISCUSS AND CONSIDER AMENDING THE DCEDC FY 18 -19 BUDGET TO INCLUDE THE GRANT AWARDED TO SWH DUNCANVILLE, LLC (HAMPTON INN & SUITES), LOCATED AT 100 E. IH-20, DUNCANVILLE, TX IN THE AMOUNT OF \$45,000.

Ms. James reported that this amount was previously approved in the last fiscal year DCEDC budget. However, the hotel was not completed and did not meet the threshold. SWH came back to the Board and asked for an extension, which the Board approved. To include this amount in the DCEDC FY 18 – 19 budget, the Board must approve amending the DCEDC FY 18 – 19 budget to include the \$45,000, which was previously approved.

Mr. Broughton made a motion to approve amending the DCEDC FY 18 – 19 budget to include the grant awarded to SWH Duncanville, LLC (Hampton Inn & Suites), located at 100 E. IH-20, Duncanville, TX in the amount of \$45,000, seconded by Mr. Govan, the motion passed unanimously.

ITEM NO. 15 EXECUTIVE SESSION.

In accordance with the TX 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 REDBIRD SKATELAND GRANT REQUEST.
- DISCUSS A PROPERTY LOCATED IN DUNCANVILLE, TX SOUTH OF IH-20, WEST OF COCKRELL HILL RD., NORTH OF WINTERGREEN RD., AND EAST OF CEDAR RIDGE DR.

In accordance with the TX 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 PROPERTY LOCATED AT 730 E. IH-20, DUNCANVILLE, TX.

The Board began Executive Session at 8:07 PM.

ITEM NO. 16 RECONVENE INTO OPEN SESSION.

The Board reconvened into Open Session at 9:07 PM.

ITEM NO. 17 TAKE ANY NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION.

Mr. Broughton made a motion to approve amending the DCEDC FY 18 – 19 budget to include the asbestos abatement and demolition of the property located at 730 E. IH-20, Duncanville, TX in the amount of \$190,000, approved the DCEDC Board President to sign the appropriate documents, and amend the DCEDC budget to reflect this amount. Mr. Govan seconded the motion. The motion passed unanimously.

ITEM NO. 18 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 and discussion.

- ***DISCUSS AND CONSIDER CHANGING DATE OF MAY 2019 DCEDC MEETING DUE TO THE MEMORIAL DAY HOLIDAY.***

The Board had further questions/discussion. The consensus of the Board is to cancel the May DCEDC meeting unless there is important business to discuss.

- **IMPORTANT DATES/UPCOMING EVENTS.**
 - **2019 BOARDS AND COMMISSIONS BANQUET; APRIL 25, 2019 AT 6:00 – 8:00 PM, DUNCANVILLE FIELDHOUSE, 1600 S. MAIN ST., DUNCANVILLE, TX**
 - **2019 CITY ELECTION; MAY 4, 2019 AT 7:00 AM – 7:00 PM, POLLING PLACES**
 - **DISTRICT 4 LUNCH & LEARN WITH COUNCIL MEMBER MARK COOKS; MAY 23, 2019 AT 6:00 PM – 7:00 PM, LUBY'S 926 HIGHWAY 67, DUNCANVILLE, TX**
 - **CATFISH CATCH 2019; MAY 25, 2019 AT 10:00 AM – 2:00 PM, LAKESIDE PARK, 515 HILL CITY DRIVE, DUNCANVILLE, TX**
 - **MEMORIAL DAY COMMEMORATION CEREMONY 2019; MAY 27, 2019 AT 10:00 AM – 11:00 AM, MEMORIAL PARK, 101 N. MAIN STREET, DUNCANVILLE, TX**
 - **TEDC 2019 MID-YEAR CONFERENCE; JUNE 12 – 14, 2019; HILTON ROCKWALL LAKEFRONT, 2055 SUMMER LEE DR., ROCKWALL, TX 75032**
 - **TEDC ANNUAL CONFERENCE 2019; OCTOBER 9 – 11, 2019, WESTIN RIVERWALK HOTEL, SAN ANTONIO, TX**
 - **TEDC ECONOMIC DEVELOPMENT SALES TAX WORKSHOP; NOVEMBER 22, 2019, HAMPTON INN, MESQUITE, TX**

ADJOURNMENT

The meeting adjourned at 9:32 PM.

APPROVED:

**STEVE DIAL
PRESIDENT**

ATTEST:

**CYNTHIA D. WILLIAMS
ECONOMIC DEVELOPMENT COORDINATOR**



AGENDA BACKGROUND

ITEM NO. 4

MEETING DATE: Monday, June 24, 2019

TITLE: Consider Approval of the DCEDC Minutes for the Special Called Meeting Held on May 16, 2019.

BACKGROUND/HISTORY: Copies of the draft minutes for the Special Called Meeting held on May 16, 2019.

ATTACHMENT(S): Draft DCEDC Minutes for the Special Called Meeting held on May 16, 2019.

**DUNCANVILLE COMMUNITY AND ECONOMIC
DEVELOPMENT CORPORATION (DCEDC) BOARD
SPECIAL CALLED MEETING
MAY 16, 2019**

A special called meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Thursday, May 16, 2019, at 6:30 PM in the Meeting Rooms located at the Duncanville Public Library.

Board Members in Attendance:

Steve Dial	President
Derwin Broughton, AIA	Vice President
Michael Grace	Board Member
Kenneth Govan	Board Member
Chan Williams	Board Member
Dr. Terry Smith	Board Member

Board Members Not in Attendance:

Dave Galbraith	Board Member
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City Council Members Present: Johnette Jameson, District 5

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

Guest Present: Tracey Maynor, CEO; and Caitlin Partin, Marketing Manager at W & B Service Company

CALL TO ORDER

The meeting was called to order by President Dial at 6:54 PM.

INVOCATION

Mr. Govan 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:

Mr. Homer Fincannon, 546 Wind River Dr. - spoke in favor of W & B Service Company.

ITEM NO. 2 DISCUSS AND CONSIDER REQUESTED ASSISTANCE FROM W & B SERVICE COMPANY IN THE AMOUNT OF \$847,564 FOR AN UNDERGROUND DETENTION FACILITY.

Ms. James introduced Mr. Maynor and Ms. Partin with W & B Service Company. She stated that Mr. Maynor is the CEO of W & B, and Ms. Partin is his Marketing Manager. They are in attendance tonight to make an incentive request for an underground detention facility for the property located at 1200 N. Main St., Duncanville, TX.

Mr. Maynor reported that the detention ponds are already on his property. However, they would like to put the detention underground. W & B would build a parking lot above the underground detention to address their need for additional parking and space. The water flow and discharge would not change.

Mr. Maynor explained that at first, he wanted to put a two-story building right on the front of their current operation. As they went through this process, it was discovered that it would take up a bunch of parking spaces out front. This would not allow enough opportunity to grow and would disrupt operations. Mr. Maynor presented an elevation of this concept to the Board. If able, he would like to build their new corporate headquarters on their existing Duncanville property. Because they are landlocked and unable to purchase property around their current facility he would like to build his new corporate office in the northwest corner.

Mr. Maynor further discussed his current business growth and future growth plans. Mr. Maynor reported that Duncanville has been great, and they desire to stay in Duncanville. Their first preference is to stay on campus. The only way that will work is if the Board assists with the cost of the underground detention facility. If not, they must look elsewhere. The second option is to relocate somewhere else in Duncanville. The third option is to look up US-75 & Woodall Rodgers between the Design District and Interstate 635 for a location.

The Board had further questions/discussion.

ITEM NO. 3 HOLD A PUBLIC HEARING REGARDING A PROPOSED INCENTIVE FROM THE DCEDC TO W & B SERVICE COMPANY IN AN AMOUNT NOT TO EXCEED \$847,564 FOR ASSISTANCE WITH AN UNDERGROUND DETENTION FACILITY.

President Dial opened the Public Hearing at 7:27 PM. There were no citizens for the Public Hearing. Mr. Broughton made a motion, seconded by Mr. Govan to close the Public Hearing. President Dial closed the Public Hearing at 7:32 PM.

ITEM NO. 4 DISCUSS AND CONSIDER CITY COUNCIL'S DIRECTION TO THE DCEDC BOARD REGARDING THE PROPERTY LOCATED AT 730 E. IH-20.

President Dial briefed the Board Members that did not have the opportunity to attend the May 7, 2019, City Council meeting on what took place at the meeting.

Ms. James passed out additional information to the Board including a report from the City's Building Inspections Department as well as a quote from Binswanger Glass. The quote from Binswanger will attempt to bring the site structure up to code as far as security. This will include changing out any broken windows, changing out any missing windows, as well, as changing out any glass that has wording. Staff will; however, get multiple quotes.

Ms. James updated the Board about a meeting held with Chasidy Allen, Mr. Anderson, and Mr. Ricardo Garza. Mr. Anderson requested the meeting. The group discussed Mr. Anderson's idea on how to develop the property and the interest Mr. Garza had in the property to expand his business. Ms. James noted that Mr. Anderson later pitched the property to W&B for their business expansion project as well.

The Board had further questions/discussion. It is the consensus of the Board that Staff will compile a list of the scope of work and solicit contractors to bring the building up to compliance.

The DCEDC Board took a break from 7:58 PM to 8:02 PM.

ITEM NO. 5 DISCUSS AND CONSIDER AMENDING THE DCEDC FY 18 – 19 BUDGET TO INCLUDE A MARKET STUDY FOR THE PROPERTY LOCATED AT 730 E. IH-20.

Ms. James reported that the market study would cost approximately \$36,000. It would take about 4-8 weeks to complete the study. The study would provide five different analysis based on different development options.

The Board had further questions/discussion.

Dr. Smith made a motion to amend the DCEDC FY 18 – 19 budget to include a market study for the property located at 730 E. IH-20 seconded by Mr. Govan, the motion passed unanimously.

ITEM NO 6 EXECUTIVE SESSION.

In accordance with the TX Government Code, the DCEDC shall convene into closed executive session pursuant to Section 551.087 (1). Deliberation Regarding Economic Development Negotiations, to discuss or deliberate commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations.

- DISCUSS REQUESTED ASSISTANCE FROM W & B SERVICE COMPANY.

In accordance with the TX 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 PROPERTY LOCATED AT 730 E. IH-20, DUNCANVILLE, TX

The Board began Executive Session at 8:27 PM.

ITEM NO. 7 RECONVENE INTO OPEN SESSION.

The Board reconvened into Open Session at 9:29 PM.

ITEM NO. 8 TAKE ANY NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION.

The Board took no action.

ADJOURNMENT

The meeting adjourned at 9:31 PM.

APPROVED:

**STEVE DIAL
PRESIDENT**

ATTEST:

**CYNTHIA D. WILLIAMS
ECONOMIC DEVELOPMENT COORDINATOR**



AGENDA BACKGROUND

ITEM NO. 5

MEETING DATE: Monday, June 24, 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(s) are attached for the Board's review and discussion.

STATE OF TEXAS
COMPTROLLER OF PUBLIC ACCOUNTS
CITY SALES AND USE TAX COMPARISON SUMMARY - JUNE 2019

County/City	Rate	Net Payment	Comparable Payment	% Change	2018 Payments	2017 Payments	% Change
Dallas							
Addison	1.00%	\$1,138,098.97	\$2,643,325.29	-56.94%	\$7,801,085.48	\$8,848,256.07	-11.83%
Balch Springs	2.00%	\$647,824.99	\$640,693.08	1.11%	\$3,824,138.98	\$3,909,987.89	-2.19%
Carrollton	1.00%	\$3,384,766.61	\$3,348,633.63	1.07%	\$19,156,174.93	\$20,027,384.39	-4.35%
Cedar Hill	1.88%	\$1,243,198.45	\$1,083,715.41	14.71%	\$7,967,877.76	\$7,669,547.02	3.88%
Cockrell Hill	1.00%	\$39,744.79	\$37,673.91	5.49%	\$208,897.12	\$227,879.08	-8.32%
Coppell	1.75%	\$3,726,470.71	\$2,833,812.19	31.50%	\$22,194,954.31	\$19,370,530.42	14.58%
Dallas	1.00%	\$25,670,997.92	\$23,400,360.84	9.70%	\$159,657,645.65	\$151,903,111.29	5.10%
De Soto	2.00%	\$1,048,729.29	\$947,478.42	10.68%	\$7,275,320.67	\$7,149,120.43	1.76%
Duncanville	2.00%	\$846,390.05	\$859,016.38	-1.46%	\$5,174,463.78	\$5,255,814.75	-1.54%
Farmers Branch	1.00%	\$1,392,412.95	\$1,235,957.24	12.65%	\$8,552,535.01	\$7,262,273.70	17.76%
Garland	1.00%	\$2,363,920.21	\$2,174,968.29	8.68%	\$14,332,653.14	\$14,089,169.40	1.72%
Glenn Heights	1.00%	\$52,827.54	\$44,032.87	19.97%	\$350,371.92	\$288,337.71	21.51%
Highland Park	1.00%	\$400,107.75	\$307,628.66	30.06%	\$2,260,385.83	\$2,129,624.39	6.14%
Hutchins	2.00%	\$262,916.53	\$156,146.59	68.37%	\$1,232,852.74	\$1,239,460.83	-0.53%
Irving	1.00%	\$5,535,545.82	\$5,328,859.36	3.87%	\$38,643,047.84	\$33,117,249.58	16.68%
Lancaster	2.00%	\$1,025,956.31	\$964,406.11	6.38%	\$5,440,699.68	\$5,625,977.03	-3.29%
Mesquite	2.00%	\$3,526,213.94	\$3,286,786.59	7.28%	\$22,423,109.75	\$22,072,028.02	1.59%
Richardson	1.00%	\$3,172,468.26	\$2,653,469.85	19.55%	\$19,760,136.91	\$18,714,242.84	5.58%
Rowlett	1.00%	\$565,218.15	\$587,679.35	-3.82%	\$3,635,366.26	\$3,493,317.08	4.06%
Sachse	1.75%	\$186,681.37	\$222,776.81	-16.20%	\$1,454,141.62	\$1,381,410.27	5.26%
Seagoville	2.00%	\$293,170.84	\$251,356.47	16.63%	\$1,800,449.65	\$1,607,757.11	11.98%
Sunnyvale	2.00%	\$241,722.60	\$295,630.15	-18.23%	\$1,700,846.04	\$1,682,309.20	1.10%
University Park	1.00%	\$352,637.15	\$305,014.46	15.61%	\$2,334,888.31	\$2,144,144.35	8.89%
Wilmer	2.00%	\$346,773.96	\$287,365.46	20.67%	\$2,290,082.72	\$1,848,636.86	23.87%
County Total		\$ 57,464,795.16	\$ 53,896,787.41	6.62%	\$ 359,472,126.10	\$ 341,057,569.71	5.40%
Tarrant							
Bedford	2.00%	\$923,585.58	\$841,738.28	9.72%	\$5,807,039.54	\$5,399,735.22	7.54%
Hurst	1.50%	\$1,180,143.08	\$1,141,766.71	3.36%	\$8,008,739.77	\$8,103,304.05	-1.16%
Grand Prairie	1.75%	\$4,837,113.22	\$4,384,855.39	10.31%	\$29,461,639.06	\$28,198,300.57	4.48%
Grapevine	1.50%	\$3,737,744.15	\$3,303,122.17	13.15%	\$23,713,610.87	\$21,099,326.64	12.39%
Southlake	1.88%	\$2,441,551.72	\$2,068,612.83	18.02%	\$14,139,415.45	\$14,255,581.47	-0.81%
Mansfield	2.00%	\$2,029,741.46	\$1,744,601.03	16.34%	\$12,329,910.06	\$11,549,687.21	6.75%
Denton							
Corinth	1.75%	\$229,215.70	\$189,273.98	21.10%	\$1,401,813.68	\$1,330,774.36	5.33%
Ellis							
Midlothian	2.00%	\$846,902.47	\$624,637.51	35.58%	\$4,373,789.28	\$4,097,401.86	6.74%



AGENDA BACKGROUND

ITEM NO. 6

MEETING DATE: Monday, June 24, 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(s) to the Board at the meeting.



AGENDA BACKGROUND

ITEM NO. 7

MEETING DATE: Monday, June 24, 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(s) to the Board at the meeting.



AGENDA BACKGROUND

ITEM NO. 8

MEETING DATE: Monday, June 24, 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 Statement(s) will be provided to the Board at the meeting for review and discussion.



AGENDA BACKGROUND

ITEM NO. 9

MEETING DATE: Monday, June 24, 2019

TITLE: Discuss and Consider Requested Demolition/Rebuild Program Incentive from the DCEDC to Russell Glen Company in the Amount of \$246,750 to Assist with the Repurposing of the Building Located at 106 E. Highway 67, Duncanville, TX 75137.

BACKGROUND/HISTORY:

ATTACHMENT(S): Additional detailed information will be provided during the Executive Session to review with the Board.



AGENDA BACKGROUND

ITEM NO. 10

MEETING DATE: Monday, June 24, 2019

TITLE: Hold A Public Hearing Regarding A Proposed Demolition/Rebuild Program Incentive from the DCEDC to Russell Glen Company in the Amount of \$246,750 to Assist with the Repurposing of the Building Located at 106 E. Highway 67, Duncanville, TX 75137.

BACKGROUND/HISTORY: The Duncanville Community and Economic Development Corporation must hold at least one public hearing on a proposed project. Therefore, a public hearing has been advertised to receive public comments regarding a proposed Demolition/Rebuild Program incentive from the DCEDC to Russell Glen Company in the amount of \$246,750 to assist with the repurposing of the building located at 106 E. Highway 67, Duncanville, TX 75137.



AGENDA BACKGROUND

ITEM NO. 11

MEETING DATE: Monday, June 24, 2019

TITLE: Receive and Consider Approval of the proposed Fiscal Year 2019 – 2020 DCEDC Budget.

BACKGROUND/HISTORY: A copy of the proposed Fiscal Year 2019 – 2020 DCEDC Budget will be provided to the Board for consideration and approval.

Staff recommends approval of the proposed DCEDC Fiscal Year 2019 - 2020 Budget.

ATTACHMENT(S): Additional information will be provided to the Board at the meeting.



AGENDA BACKGROUND

ITEM NO. 12

MEETING DATE: Monday, June 24, 2019

TITLE: Executive Session.

BACKGROUND/HISTORY: In accordance with the TX Government Code, the DCEDC shall convene into closed executive session pursuant to Section 551.087 (1) - Deliberation Regarding Economic Development Negotiations, to discuss or deliberate commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations.

- DISCUSS REQUESTED ASSISTANCE FROM RUSSELL GLEN COMPANY.



AGENDA BACKGROUND

ITEM NO. 13

MEETING DATE: Monday, June 24, 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. 14

MEETING DATE: Monday, June 24, 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. 15

MEETING DATE: Monday, June 24, 2019

TITLE: Receive Staff Reports and Board Reports.

- Receive KDB and Beautification Update.
- Receive Business and Events Activity Updates.
- Important Dates/Upcoming Events:
 - District 4 Lunch & Learn with Council Member Mark Cooks; June 27, 2019 at 6:00 PM - 7:00 PM, Luby's, 926 Highway 67, Duncanville, TX
 - TEDC Economic Development Sales Tax Workshop; November 22, 2019, Hampton Inn, Mesquite, 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 May, 2019

Project Description	Project Start Date	Short Address	Tenant Name	Tenant Name / Contact	Square Footage	Total Fees	Applicant Name	Applicant/Tenant Business Number	Reason for Application
general retail - boutique sell hair and clothing and beauty bar with makeup artist and lash tech	05/02/2019	1449 Acton Ave.	vacant	vacant Phone: (972) 296-2856	1,556	\$75.00	Destiny Robinson		New Business
massage and reflexology	05/07/2019	745 W Wheatlanc Rd.	Comfy Zone Massage LLT	Comfy Zone Massage LLT Phone: (626) 560-3539 comfyzonemassage@gmail.c	1,200	\$75.00	Zhan Xiaohui		New Occupancy
beauty supply store business expansion to include unit 132,140, and 148 (all suites consecutive) Unit 132 is a new unit taken to expand the business	05/15/2019	700 N Clark Rd. Suite # 132-148	Hey! Beauty Supply	Hey! Beauty Supply	6,500	\$75.00	Young Kang		Business Expansion
full service restaurant	05/15/2019	100 S Main St. Suite # 101B	Mudhook Bar and Grill	Mudhook Bar and Grill Phone: (972) 283-1111	1,082	\$75.00	Bryan Kaeser		New Occupancy
hair salon	05/21/2019	314 N Hastings	Shear Art Lounge	Shear Art Lounge Phone: (469) 820-2709 Cell: 2142515132 tieranyjackson@icloud.com	750	\$75.00	Tierany Jackson		New Occupancy
barbershop	05/24/2019	318 N Main St.	Champion Barbershop	Champion Barbershop Phone: (214) 229-1838 floresjrluis@yahoo.com	1,200	\$75.00	Luis Flores		New Occupancy
law office (family law)	05/29/2019	150 E Hwy 67	The Law Offices of	The Law Offices of Vonda Bailey PLLC	1,624	\$75.00	Ja Laughlin		New Occupancy

		Suite # 204	Vonda Bailey PLLC	Phone: (918) 519-7071 ja@criterioncontractors.com				
retail - cellphones, repairs, and gifts.	05/30/2019	700 S Cockrell Hill Rd. Suite # 184	A R Wireless	A R Wireless Phone: (469) 688-3131 amirkhimji@sbcglobal.net	1,200	\$122.00	Amir Khimji	New Occupancy
automotive wheel alignment, and oil change, parts, brakes, and tires and repair tires	05/30/2019	614 E Camp Wisdom Rd.	Texas Discount Tire	Texas Discount Tire Phone: (817) 905-6958 Cell: 8177146186 texasdiscounttire@yahoo.com	4,000	\$122.00	Nizar Doar	New Business
warehouse to store products and assemble plastic parts	05/30/2019	803 Gemini Ave.	Debbie Roe	Debbie Roe Phone: (214) 493-8966 lcrizzo61@aol.com	4,300	\$75.00	Debbie L Roe	New Occupancy
RETAIL - METRO PCS (CHANGE OF OWNERSHIP	05/30/2019	700 S Cockrell Hill Rd. Suite # 118	Metro PCS	Metro PCS Phone: (469) 667-2613 sajidjooma@yahoo.com	1,300	\$75.00	Sajid Jooma	Change of Ownership

TOTALS:	Square Footage:	24,712.00	(Avg.: 2,246.55)
	Total Projects:	11	
	Total Fees:		\$919.00



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

Project Description	CO Issue Date	Short Address	Tenant Name	Square Footage	Reason for Application
non profit clinic and resource office (change in ownership and name); suite #662 is for storage only	05/13/2019	650 Big Stone Gap Rd.	Prestonwood Pregnancy Center Southwest	6,550	Change of Ownership Change of Name
chiropractic office	05/13/2019	107 N Cedar Ridge Rd. Suite # 134	Elite Spine & Sport	1,690	Change of Location
office for youth program (program not at location, this is office only)	05/13/2019	550 N Main Suite # 209-C	S.W.A.T Educational Institute, Inc.	116	New Occupancy
nail salon	05/13/2019	1206 S Main St.	Classic Nails	1,400	New Occupancy
Circle K convenience store with gas pumps (change in name)	05/13/2019	1502 S Clark Rd.	Circle K #2742108	2,600	Change of Name
coffee shop and bookstore	05/31/2019	100 S Main St. Suite # 101 C	Black and Bitter Coffee and Books	347	New Occupancy
Metro by T Mobile	05/13/2019	450 E Hwy 67 Suite # # B	Metro by T Mobile	1,560	Change of Name
medical consultations office	05/13/2019	407 W Danieldale Rd.	Texas Pain Relief Group	4,803	New Occupancy
CONSULTING WATERPROOFING, ROOFING, RESTORATION OFFICE SPACE ONLY	05/13/2019	1406 S CLARK Rd. Suite # 2	EXTERIOR CONSULTING INNOVATIONS INC	1,500	New Occupancy
apartment complex (replacement co)	05/09/2019	1407 Acton Ave.	Raven Candlelight LLC	688	Replacement
sales of cellphones (cricket wireless)	05/09/2019	618 S Cedar Ridge Dr.	Cricket Wireless	990	New Occupancy
auto & body repair (replacement co)	05/13/2019	602 E Red Bird Ln. Suite # F	5 Lunas Body Repair	1,200	New Occupancy
TOTALS:	Square Footage:	23,444.00	(Avg.: 1,953.67)		

Total Projects: 12

CO's Issued: 12