

**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 recaulk 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

**CYNTHIA D. WILLIAMS
ECONOMIC DEVELOPMENT COORDINATOR**