

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

A regular meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Monday, July 22, 2019, at 6:00 PM in the Duncanville City Hall Briefing Room, located at 203 E. Wheatland Rd., Duncanville, TX 75116.

Board Members in Attendance:

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

Board Members Not in Attendance:

Kenneth Govan	Board Member
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City Council Members Present: There were no Council Members present at this meeting.

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

Guests Present: Brendon Holler (Managing Director, Palio Partners), Tracey Maynor (CEO, W & B Service Company), Catlin Partin (Marketing Manager, W & B Service Company), Rick Keeler (Business Profile Chief Financial Officer, Options Real Estate Investments, Inc.), Doug Sisk (Officer, Duncanville Police Department), and David Moon (Detective, Duncanville Police Department)

CALL TO ORDER

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

INVOCATION

Mr. Galbraith offered the Invocation.

ITEM NO. 1 CITIZEN'S PUBLIC FORUM.

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

ITEM NO. 2 CONSIDER APPROVAL OF THE CITY COUNCIL AND DCEDC MINUTES FOR THE JOINT MEETING HELD ON JUNE 24, 2019.

Mr. Broughton made a motion to approve the minutes for the City Council and DCEDC Joint Meeting held on June 24, 2019, seconded by Mr. Grace, the motion passed 5 to 1 with Dr. Smith abstaining because she was not in attendance at this meeting.

ITEM NO. 3 CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE ANNUAL MEETING HELD ON JUNE 24, 2019.

Mr. Broughton made a motion to approve the minutes for the DCEDC Annual Meeting held on June 24, 2019, seconded by Chan Williams, the motion passed 5 to 1 with Dr. Smith abstaining because she was not in attendance at this meeting.

ITEM NO. 4 CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE REGULAR MEETING HELD ON JUNE 24, 2019.

Mr. Galbraith made a motion to approve the minutes for the DCEDC Regular Meeting held on June 24, 2019, seconded by Mr. Broughton, the motion passed 5 to 1 with Dr. Smith abstaining because she was not in attendance at this meeting.

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

Ms. James reported that Sales tax collections for July sales (May payment) shows a decrease of -3.78% over the same period last year, with an overall decrease YTD for FY 19 sales tax collections of -1.87% compared to FY 18 sales tax revenue YTD.

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

Ms. James reported that the EDC collected \$312,869 in sale tax revenue, and \$2,894 in interest income. The Total Revenue collected for the month is \$220,714. The EDC had expenses of \$19,133, which included memberships, travel, salaries, and equipment rentals. The KDB had expenses of \$74. The \$6,090 Transfer to the General Fund includes supportive service charges. The \$4,000 for Beatification efforts includes water and ground maintenance.

The Total Expenditures for EDC for the month were \$29,297, which leaves the EDC with a net profit of \$191,417 for the month. Year-to-date, the EDC has a net profit of \$741,818.

The Board had further questions/discussion.

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

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

Ms. James reported that revenues totaled \$787,784 YTD for the month of May. The Fieldhouse had \$787,400 YTD worth of expenses.

The Board had further questions/discussion.

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

Mr. Keeler with Options Real Estate Investments, Inc. attended the meeting on behalf of Main Station. He reported that Main Station had a standard month. Renovations continue to take place on Black

& Bitter Coffee and Books as well as the upcoming burger bar, to be called Mudhook. He also reported that Main Station is still at 100% occupancy.

The Board had further questions/discussion.

ITEM NO. 9 DISCUSS AND CONSIDER REQUESTED DEMOLITION/REBUILD PROGRAM INCENTIVE FROM THE DCEDC TO PALIO PARTNERS IN THE AMOUNT NOT TO EXCEED \$44,680 TO ASSIST WITH THE REPURPOSING OF THE BUILDING LOCATED AT 103 N. CEDAR RIDGE RD., DUNCANVILLE, TX 75116.

Ms. James introduced Mr. Holler with Palio Partners. Mr. Holler reported that Palio Partners recently invested in the City of Duncanville through its purchase of the vacant Chase Bank Building located at 103 N. Cedar Ridge Road. Palio's efforts over the last eight months to lease the property in its current condition have proven to be difficult and unappealing to the hundreds of retail and restaurant users they have approached. Market feedback has told them that this building needs a makeover that removes the distinctive look of an old bank and rather has the appearance of a clean, attractive new retail Class A building that is move-in ready. Palio Partners is considering making exterior, and interior improvements to the property with the support of the City.

Palio Partners is requesting consideration for reimbursement of the demolition costs associated with the renovation/upgrade of this building. They have received three demolition bids; which Staff has distributed to the Board for review. Staff also distributed before photos of the building as well as renderings of the proposed project.

Reimbursement of the demolition costs would allow Palio Partners to allocate more capital to the tenant improvement allowance and invest to pursue higher-end tenants that will improve the intersection and shopping center. This will also help to improve the timing in which Palio Partners is able to lease the building and start generating tax revenue for the City.

The Board had further questions/discussion.

ITEM NO. 10 HOLD A PUBLIC HEARING REGARDING A PROPOSED DEMOLITION/REBUILD PROGRAM INCENTIVE FROM THE DCEDC TO PALIO PARTNERS IN THE AMOUNT NOT TO EXCEED \$44,680 TO ASSIST WITH THE REPURPOSING OF THE BUILDING LOCATED AT 103 N. CEDAR RIDGE RD., DUNCANVILLE, TX 75116.

President Dial opened the Public Hearing at 6:30 PM.

No one spoke during the Public Hearing.

Mr. Broughton made a motion, seconded by Mr. Grace to close the Public Hearing.

President Dial closed the Public Hearing at 6:36 PM.

ITEM NO. 11 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.

Ms. James reported that this is the continuation of the project Russell Glen Company presented to the Board at the June 24, 2019, DCEDC Regular Meeting. Mr. Terrence Maiden, one of the partners on the project, was unable to attend this meeting.

At the meeting, the Board requested additional information from Russell Glen to include copies of the Site Plan, renderings of the proposed project, and quotes. Mr. Maiden did provide this information to Staff via email. Staff presented this information to the Board at this meeting.

Russell Glen plans to repurpose the building located at 106 E. Highway 67. Ms. James reported that they will have to remove the smoker and add a drive through to the project. Russell Glen will also do a 10-year lease on the property with a national specialty restaurant.

Ms. James asked the Board to review the information, and if the Board had any additional questions or needed additional information, she would take that back to Mr. Maiden.

The Board had further questions/discussion but had no additional questions or request for Mr. Maiden.

ITEM NO. 12 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. They are in attendance tonight to provide more information on their plans for W & B.

Mr. Maynor reported that their warehouse project is moving forward. At the DCEDC May 14, 2019, Special Called Meeting, the Board requested additional information to include quotes from W & B. Mr. Maynor reported that they cannot get the additional quotes, until the end of August. They are remotely moving their managers in February 2020 and need space for them right away. They would like some indication from the DCEDC as to whether their grant request is a possibility or not without the additional quotes. Mr. Maynor's Plan B is to purchase the Toyota Property for their headquarters as well as their school.

The Board had further questions/discussion.

ITEM NO. 13 DISCUSS AND CONSIDER REQUESTED ASSISTANCE FROM THE DUNCANVILLE POLICE DEPARTMENT IN THE AMOUNT OF THE LOWEST OF THREE BIDS NOT TO EXCEED \$26,000 FOR A TRAILER MOUNTED CAMERA SYSTEM.

Ms. James introduced Officer Sisk and Detective Moon with the Duncanville Police Department. Officer Sisk reported that he approached Ms. James to see if funds would be available to assist the Police Department in purchasing a trailer mounted camera system. The tower that the Department currently uses does not have a camera on it, it is 10+ years old, and must run on a generator. This new system will help deter some of our car crimes. The goal of the Duncanville Police Department is to make our local businesses and hotels safer. This camera will not be used in the neighborhoods. It is highly mobile, autonomous, and does not have to be brought in to be charged. Detective Moon also provided the Board with some of the Department's crime statistics.

Dr. Smith asked if Officer Sisk or Detective Moon has tried to apply for a grant from the NCTCOG. She and Mr. Grace would like for them to see if they can apply for a grant and she is available to assist them with any help needed to complete the application process.

The Board had further questions/discussion.

ITEM NO. 14 EXECUTIVE SESSION.

In accordance with the Government Code Section 551.087 (2) Declarations Regarding Economic Development Negotiations, to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1).

- DISCUSS REQUESTED ASSISTANCE FROM PALIO PARTNERS.
- DISCUSS REQUESTED ASSISTANCE FROM RUSSELL GLEN COMPANY.
- DISCUSS REQUESTED ASSISTANCE FROM THE DUNCANVILLE POLICE DEPARTMENT.

In accordance with the Texas 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.

The DCEDC began Executive Session at 8:01 PM.

ITEM NO. 15 RECONVENE INTO OPEN SESSION.

The DCEDC reconvened into Open Session at 10:00 PM.

ITEM NO. 16 TAKE ANY NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION.

Mr. Broughton made a motion to approve the requested Demolition/Rebuild Program Incentive from the DCEDC to Palio Partners in the amount of 70% of the lowest of the three bids not to exceed \$22,426 based on the following requirements: Fifty percent of the leased space must be a sales tax revenue generator. Tenants cannot include vape shops, bars, tattoo parlors, lending companies, check cashing places, washeteria's, pawn shops, car automotive shops, convenience stores, or similar business types, approve the DCEDC President to sign the necessary documents, and amend the DCEDC budget accordingly. The motion was seconded by Dr. Smith, the motion passed unanimously.

Mr. Broughton made a motion to approve the requested Demolition/Rebuild Program Incentive from the DCEDC to Russell Glen Company in the amount of 70% of the lowest of the three bids not to exceed \$157,261.82 based on the following requirements: Fifty percent of the leased space must be a sales tax

revenue generator Tenants cannot include vape shops, bars, tattoo parlors, lending companies, check cashing places, washeteria's, pawn shops, car automotive shops, convenience stores, or similar business types, approve the DCEDC President to sign the necessary documents, and amend the DCEDC budget accordingly. The motion was seconded by Dr. Smith, the motion passed unanimously.

Mr. Broughton made a motion to approve the requested assistance from the Duncanville Police Department in the amount of the lowest of three bids not to exceed \$26,000 for a trailer mounted camera system. Also, the Board authorizes the Board President to sign any necessary documents, and that the FY 19 DCEDC budget will be amended to reflect this amount. The motion was seconded by Chan Williams, the vote passed unanimously.

There was no action taken on the other item.

ITEM NO. 17 RECEIVE STAFF AND BOARD REPORTS.

- ***RECEIVE AND DISCUSS BOARD MEMBER DAVE GALBRAITH'S PERSONAL PROPERTY SITE ASSESSMENT FOR THE PROPERTY LOCATED AT 730 E. IH-20.***

The Board recognizes Mr. Galbraith's report and it will be reflected here in this meeting.

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

Because of the late hour, it was the consensus of the Board that the Business and Events Activity Update from Staff be tabled until the next meeting.

The next DCEDC Regular Meeting will take place on Monday, August 26, 2019. If there is a need for a Special Called Meeting, that will take place on August 7, 8, or 15, 2019.

- ***IMPORTANT DATES/UPCOMING EVENTS:***
- ***LUNCH, LAUGH AND LEARN; JULY 25, 2019, 11:30 AM – 1:00 PM, LUBY'S CAFETERIA, 926 HIGHWAY 67, DUNCANVILLE, TX 75137.***
- ***TGIF BREAKFAST SERIES; AUGUST 2, 9, 16, 23, 2019, 7:15 AM – 9:30 AM, METHODIST CHARLTON MEDICAL CENTER – AUDITORIUM, 3600 W. WHEATLAND RD., DALLAS, TX 75237.***
- ***ECONOMIC DEVELOPMENT SALES TAX WORKSHOP; NOVEMBER 22, 2019, HAMPTON INN & SUJITES DALLAS – MESQUITE, 1700 RODEO DR., MESQUITE, TX 75149.***

ADJOURNMENT

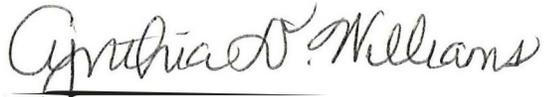
The DCEDC meeting adjourned at 10:20 PM.

APPROVED:



STEVE DIAL
PRESIDENT

ATTEST:



CYNTHIA D. WILLIAMS
ECONOMIC DEVELOPMENT COORDINATOR