

**THE DUNCANVILLE COMMUNITY AND ECONOMIC  
DEVELOPMENT CORPORATION (DCEDC) BOARD  
MINUTES  
REGULAR MEETING  
OCTOBER 29, 2019**

A regular meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Tuesday, October 29, 2019, at 6:30 PM in the 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
Chan Williams	Board Member
Kenneth Govan	Board Member

Board Members Not in Attendance:

Dr. Terry Smith	Board Member
Michael Grace	Board Member

City Council Members Present: There were no members of the Duncanville City Council present at this meeting

Guest Present: Mr. Rodney Truttling and Mr. Marshall Wesley

Staff Present: Jessica James; Director of Economic Development, Bart Stevenson; Director of Parks and Recreation, and Cynthia Williams; Economic Development Coordinator

***CALL TO ORDER***

The meeting was called to order by President Dial at 6:57 PM.

***INVOCATION***

Mr. Galbraith offered the Invocation.

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

No citizens spoke during Citizen's Public Forum.

***ITEM NO. 2 CONSIDER APPROVAL OF THE DUNCANVILLE CITY COUNCIL AND THE DCEDC MINUTES FOR THE JOINT MEETING HELD ON SEPTEMBER 23, 2019.***

Mr. Grace made a motion to approve the minutes of the Duncanville City Council and the DCEDC joint meeting held on September 23, 2019, seconded by Mr. Galbraith, the motion passed unanimously.

**ITEM NO. 3 CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE REGULAR MEETING HELD ON SEPTEMBER 23, 2019.**

Mr. Broughton made a motion to approve the minutes for the DCEDC meeting held on September 23, 2019, seconded by Ms. Chan Williams, the motion passed unanimously.

**ITEM NO. 4 HOLD ELECTIONS FOR THE PRESIDENT AND VICE PRESIDENT DCEDC OFFICERS.**

It was the consensus of the Board to table this Agenda Item until the next DCEDC meeting in order to allow all Board Members the opportunity to vote.

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

Ms. James reported Sales Tax collections for October sales (August payment) show a positive of 1.64% over the same period last year, with an overall decrease YTD for FY 19 Sales Tax collections of -1.62% compared to FY 18 sales tax revenues.

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

Ms. James reported that the EDC collected \$437,879 in sales tax revenues, \$2,650 in interest income, and \$5,006 in miscellaneous income. The Total Revenues collected for the month is \$445,534.

The EDC had expenses of \$56,189, which included salaries and software costs for CoStar and LoopLink. Keep Duncanville Beautiful had expenses of \$2,529. There was a \$5,811 Transfer to the General Fund for supportive services. Beatification had expenses of \$44,280 for water and ground maintenance.

The Total Expenditures for EDC for the month were \$108,809, which leaves the EDC with a net profit of \$336,725 for the month. Year-to-date, the EDC has a net profit of \$1,589,239.

The Board had further questions/discussion.

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

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

The Board reviewed the Fieldhouse Financial Status Report. Ms. James reported that the Fieldhouse Staff does expect to close out the year within \$5,000 of their goal. She noted, the General Manager continues to look for different opportunities to improve the facility.

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.**

The Board reviewed the monthly financials. A designee from Main Station was not able to attend this meeting to provide the quarterly update to the Board. The Board had further discussion, but no specific questions for Mr. Anderson.

***ITEM NO. 9 DISCUSS AND CONSIDER A LETTER OF SUPPORT FOR A TEXAS PARKS AND WILDLIFE DEPARTMENT (TPWD) NON-URBAN OUTDOOR RECREATION GRANT FUNDING FOR THE CITY OF DUNCANVILLE ARMSTRONG PARK PROJECT.***

Ms. James introduced the Director of Parks and Recreation Bart Stevenson to the Board. Mr. Stevenson spoke with the Board and requested a letter of support for a Texas Parks and Wildlife Department (TPWD) Non-Urban Outdoor Recreation Grant for the City of Duncanville Armstrong Park Project.

The Board had further questions/discussion. The Board agreed to write a letter of support and authorized the Board President to sign it on behalf of the Board.

***ITEM NO. 10 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.

- (A) DISCUSS THE POTENTIAL DEVELOPMENT OF THE RAIL ROAD FLATS PROPERTY OWNED BY THE DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION (DCEDC).
- (B) DISCUSS PROPERTY LOCATED AT 730 E. IH-20, DUNCANVILLE, TX 75116.
- (C) DISCUSS REAL PROPERTY GENERALLY LOCATED WEST OF SH 67, NORTH OF IH-20, EAST OF CEDAR RIDGE ROAD, AND NORTH OF WHEATLAND RD.

The Board convened into closed Executive Session and discussed item (A) at 7:11 PM.

The Board convened into closed Executive Session and discussed items (B) & (C) at 8:20 PM.

***ITEM NO. 11 RECONVENE INTO OPEN SESSION.***

The Board reconvened into Open Session from discussing item (A) at 7:55 PM.

The Board reconvened into Open Session from discussing items (B) & (C) at 9:18 PM

***ITEM NO. 12 TAKE ANY NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION.***

There was no action taken by the Board.

***ITEM NO. 13 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.

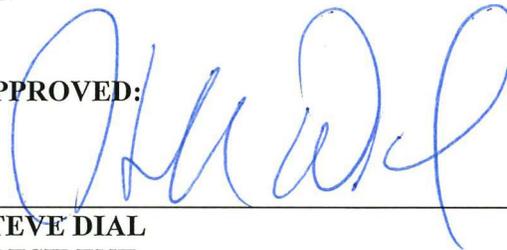
- ***IMPORTANT DATES/UPCOMING EVENTS:***
  - ***ARBOR DAY 2019; NOVEMBER 2, 2019, 9:00 AM – 11:00 AM, ARMSTRONG PARK, 100 JAMES COLLINS BLVD., DUNCANVILLE, TX 75116.***

- *TOWN HALL MEETING: FRAUD & IDENTITY THEFT AWARENESS; NOVEMBER 14, 2019, 6:30 PM – 8:30 PM, D.L. HOPKINS, JR. SENIOR CENTER, JAMES COLLINS BLVD., DUNCANVILLE, TX 75116.*
- *COFFEE WITH THE MAYOR; NOVEMBER 20, 2019, 8:30 AM – 9:30 AM, D.L. HOPKINS, JR. SENIOR CENTER, 206 JAMES COLLINS BLVD., DUNCANVILLE, TX 75116.*
- *TEDC ECONOMIC DEVELOPMENT SALES TAX WORKSHOP; NOVEMBER 22, 2019, HAMPTON INN & SUITES DALLAS-MESQUITE, 1700 RODEO DR., MESQUITE, TX 75149.*
- *NATIONAL DRUG TAKE BACK; OCTOBER 26, 2019, 10:00 AM – 2:00 PM, DUNCANVILLE POLICE DEPARTMENT, 203 E. WHEATLAND RD., DUNCANVILLE, TX 75116.*
- *TEDC ECONOMIC DEVELOPMENT SALES TAX WORKSHOP; NOVEMBER 22, 2019, HAMPTON INN & SUITES DALLAS - MESQUITE, 1700 RODEO DR., MESQUITE, TX 75149.*

**ADJOURNMENT**

The DCEDC meeting adjourned at 9:42 PM.

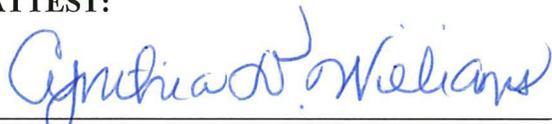
**APPROVED:**



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**STEVE DIAL  
PRESIDENT**

**ATTEST:**



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**CYNTHIA D. WILLIAMS  
ECONOMIC DEVELOPMENT COORDINATOR**