

**THE DUNCANVILLE COMMUNITY AND ECONOMIC
DEVELOPMENT CORPORATION (DCEDC) BOARD
MINUTES
REGULAR MEETING
AUGUST 3, 2020**

A regular meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Monday, August 3, 2020, at 6:00 PM in the City Hall Briefing Room, located at 203 E. Wheatland Rd., Duncanville, TX 75116, and via Zoom Video Conference.

Board Members in Attendance:

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

Board Members Not in Attendance:

All Board Members were in attendance with one Board Member vacancy.

City Council Members Present: There were no City Council Members present at this meeting.

Guests Present: Lonnie Johnson; President at Aston Mixed Use Holdings, Sharalyn Payne; Partner with Mr. Lonnie Johnson, Tracey Maynor; CEO at W&B Service Company, Caitlin Partin Marketing Manager at W&B Service Company, and Adam Marr; Chief Financial Officer at W&B Service Company

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 6:12 PM.

INVOCATION

Mr. Galbraith offered the Invocation.

ITEM NO. 1 CITIZEN'S PUBLIC FORUM.

President Dial read the Agenda Item into record. Staff did not receive any Public Comments, and no one spoke during Citizen's Public Forum.

ITEM NO. 2 CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE ANNUAL MEETING HELD ON JUNE 22, 2020.

Ms. Chan Williams made a motion to approve the minutes for the DCEDC annual meeting held on June 22, 2020, seconded by Mr. Govan; the motion passed unanimously.

ITEM NO. 3 CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE REGULAR MEETING HELD ON JUNE 22, 2020.

Mr. Govan made a motion to approve the minutes for the DCEDC regular meeting held on June 22, 2020, seconded by Ms. Chan Williams; the motion passed unanimously.

ITEM NO. 4 RECEIVE AND DISCUSS CITY SALES AND USE TAX COMPARISON SUMMARY.

It was the consensus of the Board to Table this Agenda Item until the next DCEDC meeting.

ITEM NO. 5 RECEIVE AND CONSIDER APPROVAL OF THE DCEDC MONTHLY BUDGET REPORT.

Ms. James reported that the EDC collected \$194,744 in sales tax revenues. That brings the EDC YTD collections to \$1,468,767. There is also investment interest income the EDC received for the month of \$524. The Total Revenues collected for the month were \$195,268, and \$1,482,219 YTD.

The EDC had expenses of \$17,324; a portion of that was salaries and insurance. There was \$270 associated with the cost to get the COVID-19 Program grant signs. Also, there was \$545 for the IEDC business membership that was paid. EDC also had a \$6,301 transfer to the General Fund for City supportive services. KDB had expenses of \$230. Beautification's expenses were \$4,517, which included water, plants, and part-time salaries. COVID-19 Business Grants expenses were \$2,900, which accounts for the grants paid to-date. The EDC still has approximately 18 outstanding grants. Staff is trying to meet with these businesses to get them paid. Next month, expenses for COVID-19 should be closer to the \$250,000 that the Board approved.

The Total Expenditures for EDC for the month were \$31,272, which leaves the EDC with a Net Profit of \$163,996 for the month. The Total Expenditures for EDC YTD were \$834,691, which leaves the EDC with a Net Profit of \$647,528 YTD.

The Board had further questions/discussion.

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

ITEM NO. 6 RECEIVE AND DISCUSS THE DUNCANVILLE FIELDHOUSE SPORTS FACILITY FINANCIAL STATUS REPORT.

It was the consensus of the Board to Table this Agenda Item until the next DCEDC meeting.

ITEM NO. 7 RECEIVE AND DISCUSS THE MAIN STATION DUNCANVILLE, LTD'S MONTHLY FINANCIALS, AS WELL AS DUNCANVILLE REAL ESTATE UPDATES.

It was the consensus of the Board to Table this Agenda Item until the next DCEDC meeting.

ITEM NO. 8 RECEIVE AND CONSIDER A PRESENTATION AND ECONOMIC DEVELOPMENT INCENTIVE REQUEST BY LONNIE JOHNSON FOR THE KENNEDY'S ON THE HILL DEVELOPMENT PROJECT LOCATED AT 1331 S. COCKRELL HILL RD., DUNCANVILLE, TX 75137.

Ms. James reported that Mr. Johnson purchased the property located on Cockrell Hill Rd. near Pappadeaux Seafood Kitchen. He is interested in repurposing the building into a restaurant. Mr. Johnson will go into more detail regarding the different Phases during his presentation. This project, the restaurant itself, is the first phase of a multi-use development. The restaurant will be called the Kennedy's on the Hill. Mr. Johnson has stated that it will be an upscale full-service restaurant. He is requesting an economic development incentive to repurpose the existing building. He could also potentially come back to the DCEDC as he continues with Phase II and III of the projects to request additional assistance. After the presentation, the Board will have an opportunity to ask questions. In addition, Staff did have an economic development impact analysis study completed on the project. That will be discussed in Executive Session to protect Mr. Johnson's confidential numbers.

Ms. Payne led the presentation. After the presentation, the Board had further questions/discussion. Mr. Johnson is open to a field visit for the DCEDC if the Board would like one. Further discussion and the consideration of this agenda item will be discussed and considered in Executive Session.

ITEM NO. 9 RECEIVE AND CONSIDER W&B SERVICE COMPANY'S REQUEST FOR ECONOMIC DEVELOPMENT ASSISTANCE AND PURCHASING OF THE PROPERTY LOCATED AT 730 E. IH-20, DUNCANVILLE, TX 75116.

Ms. James reported that Mr. Tracey Maynor would like to discuss again with the Board the property the Board owns at 730 E. IH-20 in Duncanville. He would like to talk to the Board about the expansion of his business and a possible incentive to go along with the expansion.

Mr. Marr led the presentation. Mr. Marr reported that W&B is doing a modern work to relocate all their headquarters and training facilities. All those facilities are currently based in Duncanville. W&B would like to keep those facilities in Duncanville, but have been looking at several alternatives. Mr. Marr reported that W&B has worked with the EDC before on one of those alternatives at least. At this point, W&B has identified an alternative in Dallas that would work very well for them, and they are in the process of negotiating that property. But before going too far, they wanted to come back one more time because their preference is to stay in Duncanville. He stated that they have looked at a lot of different alternatives in Duncanville; however, the only one that they believe will work for them is the former Toyota Property on IH-20.

At this point, Mr. Marr started the presentation, which provided the Board background information on their businesses and their current needs. He also talked about the options they would like to explore and give the Board an idea of what they have planned for that property.

W&B would like to purchase the property from the City, and work with the City on the zoning and any permits needed to see this project through. W&B will also need financial consideration.

The Board had further questions/discussion.

ITEM NO. 10 DISCUSS AND CONSIDER AMENDING THE DCEDC FY 19 – 20 BUDGET TO INCLUDE THE COSTS ASSOCIATED WITH THE DEMOLITION OF THE PROPERTY LOCATED AT 730 IH-20, DUNCANVILLE, TX 75116 IN THE AMOUNT OF \$202,264.

Ms. James reported that the costs itemized with the asbestos abatement and demolition of the property are as follows: Asbestos Abatement is \$28,869, the Asbestos Abatement (monitoring) is \$4,200, the Lead Abatement (monitoring) is \$5,350, and the Demo of Property is \$163,845 for a total of \$202,264. The original amount that the Board approved was \$175,000 for everything. Staff is

asking the Board to consider amending the budget by \$202,264. These funds will come from the Fund Balance, which the Board does have available.

The Board had further questions/discussion.

Mr. Broughton made a motion to amend the DCEDC FY 19 – 20 budget to include the costs associated with the demolition of the property located at 730 IH-20, Duncanville, TX 75116 in the amount of \$202,264, seconded by Mr. Govan; the motion passed 5 for, 1 against (Mr. Galbraith).

ITEM NO. 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 W&B SERVICE COMPANY’S REQUEST TO PURCHASE THE PROPERTY LOCATED AT 730 E. IH-20, DUNCANVILLE, TX 75116.

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 ECONOMIC DEVELOPMENT INCENTIVE REQUEST FOR LONNIE JOHNSON’S KENNEDY’S ON THE HILL PROJECT.
- DISCUSS ECONOMIC DEVELOPMENT INCENTIVE REQUEST FOR W&B SERVICE COMPANY.
- DISCUSS DCEDC COVID-19 BUSINESS RETENTION ASSISTANCE PROGRAM GRANTS.

The DCEDC began Executive Session at 8:14 PM.

ITEM NO. 12 RECONVENE INTO OPEN SESSION.

The DCEDC reconvened into Open Session at 9:52 PM.

ITEM NO. 13 TAKE ANY NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION.

Mr. Broughton made a motion to amend D ‘Ville the Hair Studio’s DCEDC COVID-19 Business Retention Assistance Program award from \$3,000 to \$1,000 as the business does not own their building and this will be consistent with the other DCEDC COVID-19 grants the Board has awarded. The motion was seconded by Mr. Govan; the motion passed unanimously.

ITEM NO. 14 RECEIVE DIRECTOR’S REPORTS.

- ***BUSINESS 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.

- ***CERTIFICATE OF OCCUPANCY – APPLICATIONS RECEIVED – MONTHLY (EDC) MONTH OF JUNE 2020 (ATTACHED).***
- ***CERTIFICATE OF OCCUPANCY – CERTIFICATES ISSUED – MONTHLY (EDC) MONTH OF JUNE 2020 (ATTACHED).***

Ms. James reported that the Board missed its Annual Planning Session due to COVID-19. In the Planning Session, the Board will review the Community Enhancement Program (CEP), which the Board uses as the framework for their Strategic Plan. After further discussion, the Board agreed to have a Planning Session on Monday, September 14, 2020 at 6:00 PM.

The Joint Meeting with City Council for August 24, 2020, has been rescheduled for September 28, 2020. The Board's Regular Meeting will take place on Monday, September 28, 2020, as well, immediately following the Joint Meeting.

The Board's Regular Meeting scheduled for August 24, 2020, will be cancelled unless the Board has any pressing issues. If there are any pressing issues, the Board will discuss those issues at the Planning Session.

Ms. James reported that the Best Southwest Partnership TGIF Breakfast Series will start this Friday via Zoom. Staff has not received any invites. Mr. Govan reported that the Series will start this week, and that two more sponsors were added to the lineup. He reported that the Zoom information will be sent out as soon as available. In the past, the Board has signed up for a table, for the Economic Development one, which is in line for what the Board has approved in the budget, but it is just for that one Zoom meeting. Staff will send the meeting invite information out to the Board once received. The meetings will start at 8:00 AM.

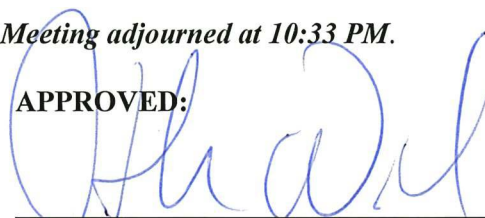
Ms. James also reported that the Board has received a lot of thank you notes from some of the COVID-19 grant award recipients. The Board's assistance has not gone unnoticed.

Staff received a notice from the Police Department in terms of where the camera has been placed. It has been deployed eight times from January 20 – May 30, 2020. It captured a video of a BMB suspect vehicle. Staff believes the Police Department was able to apprehend them; however, from May 30 - July 15, 2020, the Police Department did take it out of service because of the protests taken place. The camera has been very affective and making its circulation around the community. The Police Department is very appreciative to the Board.

ADJOURNMENT

The DCEDC August 3, 2020, Regular Meeting adjourned at 10:33 PM.

APPROVED:



**STEVE DIAL
PRESIDENT**

ATTEST:



**CYNTHIA D. WILLIAMS
ECONOMIC DEVELOPMENT COORDINATOR**