

**THE DUNCANVILLE COMMUNITY AND ECONOMIC
DEVELOPMENT CORPORATION (DCEDC) BOARD
MINUTES
SPECIAL CALLED MEETING
STRATEGIC PLANNING SESSION
SEPTEMBER 14, 2020**

A special called meeting/strategic planning session of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Monday, September 14, 2020, at 6:00 PM in the Library Meeting Rooms located at the Duncanville Public Library.

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
Tammi Abney	Board Member

Board Members Not in Attendance:

All Board Members were in attendance.

City Council Members Present: Don McBurnett; Mayor Pro Tem, District 2, and Mark D. Cooks; Councilman, District 4

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 6:05 PM.

INVOCATION

Mr. Broughton offered the Invocation.

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

Ms. James read the thank you letter from the Duncanville Outreach Ministry regarding the DCEDC COVID-19 Business Retention Assistance Program grant award, which is in line with the Board's Planning Session. Staff will provide the Board Members with a copy of the letter via email.

In preparation for the planning session, Ms. James provided a status update to the Board on the demolition of the property located at 730 E. I-20, the former Chammeville property, DCEDC COVID-19 Business Retention Assistance Program grants, Dallas County Emergency Small Business Assistance Program (CARES Act), and City Council's direction on hiring a real estate agent to market City owned properties. She further explained that 77 businesses in Duncanville were awarded \$2.2 million in grant money from the County program. In addition, Ms. James discussed the Austin Retail Live Recruitment

event that Staff attended virtually two weeks ago. She explained that many of the recruitment events that Staff has attended in the past were cancelled this year because of COVID. These events were one of the main recruitment tools Staff uses. She further explained that she would like the Board to consider contracting with a retail strategy firm to provide the DCEDC with a current market gap analysis. The last one completed is two years old. The third-party would also provide a list of restaurant leads for businesses that are currently expanding. This would help take the place of the cancelled recruitment events. Ms. James noted, that if the Board is interested in considering this, she will bring back additional information and options at a future Board meeting.

President Dial started the planning session off by stating that a lot of the goals in the CEP are still applicable, but there is room for improvement. He explained to the Board that everything discussed tonight is open for review and discussion.

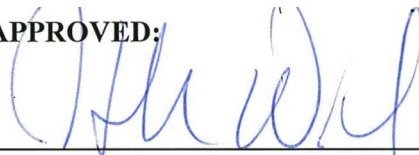
Ms. James explained to the new members how the Board previously set their goals in the DCEDC Community Enhancement Program (CEP), but that changed when the Comprehensive Plan was approved in 2017. She further explained that the Board's CEP has correlated with the Comprehensive Plan the last two years. Ms. James also noted that Staff put together some placemarks on key properties in Duncanville in Google Earth for the Board to use tonight if needed. She then provided the Board with a status update on each of their goals.

President Dial led the Board through their planning session as they discussed their previous CEP Goals and Objectives. After discussion and input from each Board Member, the Board provided Staff direction on how they wanted their goals for FY20-21 updated. At the direction of the Board, Staff will bring back further information and costs on a retail strategy firm at a future meeting. In addition, Staff will bring the Board's updated CEP back at the next meeting to review and approve.

ADJOURNMENT

The DCEDC September 14, 2020, Special Called Meeting/Strategic Planning Session adjourned at 8:34 PM.

APPROVED:



**STEVE DIAL
PRESIDENT**

ATTEST:



**CYNTHIA D. WILLIAMS
ECONOMIC DEVELOPMENT COORDINATOR**