

**THE DUNCANVILLE COMMUNITY AND ECONOMIC
DEVELOPMENT CORPORATION (DCEDC) BOARD
MINUTES
REGULAR MEETING
SEPTEMBER 28, 2020**

A regular meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Monday, September 28, 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
Tammi Abney	Board Member

Board Members Not in Attendance:

All Board Members were in attendance.

City Council Members Present: Joe Veracruz; Councilmember District 1, and Johnette Jameson; Councilmember District 5

Guests Present: Tracy Shook; Owner of Take Out Burgers, Lonnie Johnson; President at Aston Mixed Use Holdings, Sharalyn Payne, Keith Black, and Hatsumi Kuzuu; Partners with Mr. Lonnie Johnson

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 6:15 PM.

INVOCATION

Mr. Broughton 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 REGULAR MEETING HELD ON AUGUST 3, 2020.

Mr. Govan made a motion to approve the minutes for the DCEDC regular meeting held on August 3, 2020, seconded by Mr. Galbraith; the motion passed unanimously.

ITEM NO. 3 CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE SPECIAL CALLED MEETING/STRATEGIC PLANNING SESSION HELD ON SEPTEMBER 14, 2020.

Mr. Grace made a motion to approve the minutes for the DCEDC special called meeting/strategic planning session held on September 14, 2020, seconded by Ms. Abney; the motion passed unanimously.

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

Due to the late hour, it was the consensus of the Board to Table this Agenda Item until the next DCEDC Regular Meeting.

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

Due to the late hour, it was the consensus of the Board to Table this Agenda Item until the next DCEDC Regular Meeting.

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

Due to the late hour, it was the consensus of the Board to Table this Agenda Item until the next DCEDC Regular Meeting.

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

Due to the late hour, it was the consensus of the Board to Table this Agenda Item until the next DCEDC Regular Meeting.

ITEM NO. 8 HOLD PUBLIC HEARING TO RECEIVE COMMENTS ON A REQUEST FROM TRACY SHOOK WITH TAKE OUT BURGERS FOR A SIGNAGE GRANT FOR THE PROPERTY LOCATED AT 795 W. WHEATLAND RD. IN THE AMOUNT OF \$3,475.00.

President Dial opened the Public Hearing at 6:33 PM. No one spoke during the Public Hearing. Ms. Abney made a motion to close the Public Hearing, seconded by Mr. Grace; the Public Hearing closed at 6:36 PM.

ITEM NO. 9 RECEIVE AND CONSIDER A PRESENTATION AND REQUEST FROM TRACY SHOOK WITH TAKE OUT BURGERS FOR A SIGNAGE GRANT FOR THE PROPERTY LOCATED AT 795 W. WHEATLAND RD. IN THE AMOUNT OF \$3,475.00.

Mr. Shook thanked the Board for giving him an opportunity tonight. He is the current owner of Take Out Burgers, which opened September 1, 2019. Mr. Shook has had the pleasure of doing business in Duncanville for the past 26 years. He has owned Shook's Car Wash, Helping Hands, and HAV-R Charburger. He used to be the owner of all three; Charburger being the longest running one of 17 years. He and his staff have run into some issues with people not being able to find them. He did not realize how big of an issue it was until he got involved on a committee during the COVID-19 to discuss what

could help businesses out and realized that many people were not able to find them. Take Out Burgers is in the Tom Thumb Shopping Center. The location has a sign on the front of the building, which is the south side. But on the north side, they get a lot of traffic and people cannot locate the building. The new sign would be identical to the sign on the front of the building. If approved by the EDC it will help us to increase their volume. He reported that he and his staff spend a lot of time each day trying to guide people to their location. Take Out Burgers is hiding by the credit union. Therefore, if you are at the Tom Thumb Shopping Center, it looks like there is only the credit union. He is requesting a sign grant for \$3,475.00.

The Board had further questions/discussion.

ITEM NO. 10 RECEIVE AN UPDATE FROM LONNIE JOHNSON FOR THE KENNEDY'S ON THE HILL DEVELOPMENT PROJECT LOCATED AT 1331 S. COCKRELL HILL RD., DUNCANVILLE, TX 75137.

Ms. Payne reported that the Partners are here tonight to answer outstanding questions from the Board based upon their presentation from the DCEDC Regular Meeting which took place on August 3, 2020. She stated that they sent Staff some supplemental materials to address those questions.

Ms. James reported that there were some questions from last time about the renderings, whether the bank had approved the financing request or not, the role of the Chef, and what their specific plans were in terms of moving forward.

The Board had further questions/discussion.

ITEM NO. 11 RECEIVE AND DISCUSS CONDUCT OF DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPEMNT CORPORATION (DCEDC) BOARD MEMBERS.

Due to the late hour, it was the consensus of the Board to Table this Agenda Item until the next DCEDC Regular Meeting.

ITEM NO. 12 DISCUSS THE DESIRED USAGE OF THE RAILROAD FLATS PROPERTY.

Due to the late hour, it was the consensus of the Board to Table this Agenda Item until the next DCEDC Regular Meeting.

ITEM NO. 13 DISCUSS AND UPDATE THE DCEDC POLICY STATEMENT AND GUIDELINES FOR GRANTS.

Due to the late hour, it was the consensus of the Board to Table this Agenda Item until the next DCEDC Regular Meeting.

The Board took a 10-minute break.

ITEM NO. 14 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 THE SALE OF THE PROPERTY LOCATED AT 100 S. MAIN ST., 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 TAKE OUT BURGERS.
- DISCUSS ECONOMIC DEVELOPMENT INCENTIVE REQUEST FOR LONNIE JOHNSON'S KENNEDY'S ON THE HILL PROJECT.

The DCEDC began Executive Session at 8:38 PM.

ITEM NO. 15 RECONVENE INTO OPEN SESSION.

The DCEDC reconvened into Open Session at 10:35 PM.

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

There was no action taken by the Board.

ITEM NO. 17 RECEIVE DIRECTOR'S REPORTS.

- ***BUSINESS ACTIVITY UPDATES.***
 - ***CERTIFICATE OF OCCUPANCY – APPLICATIONS RECEIVED – MONTHLY (EDC) MONTH OF AUGUST 2020 (ATTACHED).***
 - ***CERTIFICATE OF OCCUPANCY – CERTIFICATES ISSUED – MONTHLY (EDC) MONTH OF AUGUST 2020 (ATTACHED).***
- ***IMPORTANT DATES/UPCOMING EVENTS:***
 - ***DUNCANVILLE CITY COUNCIL AND P&Z JOINT MEETING (TO DISCUSS ZONING ORDINANCE UPDATE); OCTOBER 5, 2020, 6:00 PM VIA ZOOM CONFERENCING.***
 - ***DUNCANVILLE CITY COUNCIL AND P&Z JOINT MEETING (TO DISCUSS ZONING ORDINANCE UPDATE); OCTOBER 19, 2020, 6:00 PM VIA ZOOM CONFERENCING.***
 - ***DUNCANVILLE CITY COUNCIL AND DCEDC JOINT MEETING AND DCEDC REGULAR MEETING; OCTOBER 22, 2020, 6:00 PM, LIBRARY MEETING ROOMS.***

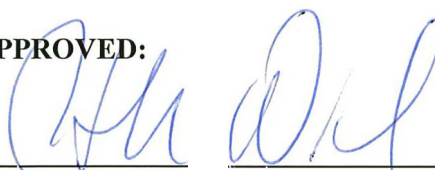
Due to the late hour, it was the consensus of the Board to Table this Agenda Item until the next DCEDC Regular Meeting.

The Board had further questions/discussion, and agreed that the next DCEDC meeting, which will be a Special Called Meeting will take place on Monday, October 12, 2020 at 6:00 PM.

ADJOURNMENT

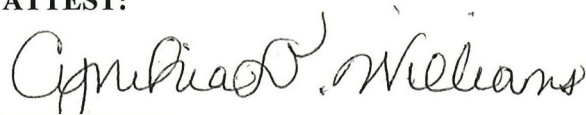
The DCEDC September 28, 2020, Regular Meeting adjourned at 10:41 PM.

APPROVED:



STEVE DIAL
PRESIDENT

ATTEST:



CYNTHIA D. WILLIAMS
ECONOMIC DEVELOPMENT COORDINATOR