



DUNCANVILLE CITY COUNCIL AND THE
DUNCANVILLE COMMUNITY AND ECONOMIC
DEVELOPMENT CORPORATION (DCEDC)
JOINT MEETING
VIA ZOOM CONFERENCING
MONDAY, DECEMBER 14, 2020 @ 6:00 PM

DCEDC MISSION STATEMENT
TO SERVE AS A CATALYST FOR COMMUNITY DEVELOPMENT
AND ECONOMIC OPPORTUNITY.

AGENDA

SUPPLEMENTAL NOTICE OF MEETING BY VIDEO CONFERENCING

In accordance with an Order of the Office of the Governor issued on March 16, 2020, as extended by the Office of the Governor on June 12, 2020, the Duncanville City Council and the Duncanville Community and Economic Development Corporation (DCEDC) for the City of Duncanville, Texas will conduct a Duncanville City Council and Duncanville Community and Economic Development Corporation (DCEDC) Joint Meeting by video conferencing at 6:00 PM on Monday, December 14, 2020, in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) in an effort to slow the spread of the Coronavirus (COVID-19) pandemic.

This is an open meeting conducted by video conferencing. There will be no public access to a physical location.

To submit public comments, email cwilliams@duncanville.com and title the email “Public Comment” – December 14, 2020. All public comments submitted by 4:00 PM on Monday, December 14, 2020 will be provided to the Duncanville City Council and the Duncanville Community and Economic Development Corporation (DCEDC) members and entered into the record for the December 14, 2020 Duncanville City Council and the Duncanville Community and Economic Development Corporation (DCEDC) Joint Meeting.

Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_kgLOi6dfS6m3L2pGSwGsuQ

After registering, you will receive a confirmation email containing information about joining the webinar. The registration email will provide you with a telephone number to call in if needed.

CALL TO ORDER

1. CITIZEN'S PUBLIC FORUM.
2. EXECUTIVE SESSION:

In accordance with the Texas Government Code, the Duncanville City Council and 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 PROPERTY LOCATED AT 100 S. MAIN ST., DUNCANVILLE, TX 75116.
3. RECONVENE INTO OPEN SESSION.
 4. DISCUSS THE CITY OF DUNCANVILLE POLICY STATEMENT AND GUIDELINES FOR ECONOMIC DEVELOPMENT GRANTS AND TAX ABATEMENTS.
 5. DISCUSS THE DEVELOPMENT OBJECTIVES FOR THE RAILROAD FLATS PROPERTY.

ADJOURNMENT

**POSTED BY THURSDAY
DECEMBER 10, 2020 BY 5:00 PM**



**CYNTHIA D. WILLIAMS
ECONOMIC DEVELOPMENT COORDINATOR**

Members of the City Council, including a possible quorum, might be present in the audience and some of the City Council members might make comments or participate in the discussion as audience members. There will be no deliberation, vote, or action by the City Council.

The City of Duncanville does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. If you have a request for services that will make this program accessible to you, please contact the City of Duncanville at least 72 hours in advance at (972) 780-5012. (TDD Access 1-800-RELAY-TX)

Pursuant to section 30.07, penal code (trespass by license holder with an openly carried handgun), a person licensed under subchapter h, chapter 411, government code (handgun licensing law), may not enter this meeting room with a handgun that is carried openly.

De conformidad con la sección 30.07 del código penal (prevaricación por licenciario con una arma de mano llevada abiertamente), una persona con licencia bajo el subcapítulo h, capítulo 411, código de gobierno (ley de licencias para portar armas), no pueden entrar a la sala de reuniones con una arma de mano que se practica abiertamente.



AGENDA BACKGROUND

ITEM NO. 1

MEETING DATE: Monday, December 14, 2020

TITLE: Citizen's Public Forum.

PRESENTED BY: Steve Dial, President; DCEDC

BACKGROUND/HISTORY: The Duncanville Community and Economic Development Corporation Bylaws provide there be a Public Forum as part of the regular meetings. The purpose of the Public Forum is to allow public comments to be made by citizens regarding Board matters. The format of the Public Forum is subject to the President's discretion. When recognized to speak, the citizen is asked to please state his/her name and address for the record. Comments will be limited to two minutes per speaker.

Citizens wishing to speak on a Public Hearing Agenda item shall not address the Board during the Public Forum. Time is allowed for proponents and opponents to speak on a public hearing item during the set Public Hearing.



AGENDA BACKGROUND

ITEM NO. 2

MEETING DATE: Monday, December 14, 2020

TITLE: Executive Session.

PRESENTED BY: Steve Dial, President; DCEDC

BACKGROUND/HISTORY: 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 PROPERTY LOCATED AT 100 S. MAIN ST., DUNCANVILLE, TX 75116.



AGENDA BACKGROUND

ITEM NO. 3

MEETING DATE: Monday, December 14, 2020

TITLE: Reconvene into Open Session.

PRESENTED BY: Steve Dial, President; DCEDC

BACKGROUND/HISTORY: After closed session, the Board shall reconvene into an open session prior to adjournment and shall make specific disclosures of actions that were taken in closed session.



AGENDA BACKGROUND

ITEM NO. 4

MEETING DATE: Monday, December 14, 2020

TITLE: Discuss the City of Duncanville Policy Statement and Guidelines for Economic Development Grants and Tax Abatements.

PRESENTED BY: Steve Dial, President; DCEDC

ATTACHMENT: City of Duncanville Policy Statement and Guidelines for Economic Development Grants and Tax Abatements

**CITY OF DUNCANVILLE
POLICY STATEMENT AND GUIDELINES
FOR
ECONOMIC DEVELOPMENT GRANTS
AND TAX ABATEMENTS**

I. GENERAL PURPOSE AND OBJECTIVES

The City of Duncanville is committed to the promotion and retention of sustainable high-quality development in all parts of the City; and particularly for the enhancement of the Main Street Corridor, Camp Wisdom Rd., Cedar Ridge Dr., IH-20 Service Road Commercial Area, and US Hwy 67. Insofar as these objectives are generally served by the enhancement and expansion of the local economy, the City of Duncanville will, on a case-by-case basis, give consideration to providing grants and tax abatements as an incentive for economic development in Duncanville. It is the policy of the City of Duncanville that said consideration will be provided in accordance with the procedures and criteria outlined in this document. Nothing herein shall imply or suggest that neither the City of Duncanville nor the Duncanville Community and Economic Development Corporation (DCEDC) is under any obligation to provide a grant or tax abatement to any applicant. All applicants shall be considered on a case-by-case basis.

II. DEFINITIONS

- A. "Abatement" means the full or partial exemption of ad valorem taxes for eligible properties in a reinvestment zone designated as such for economic development purposes.
- B. "Agreement" means a contractual agreement between a property owner and a taxing jurisdiction for the purpose of tax abatement.
- C. "Base Year Value" means the assessed value of the applicant's property located in a designated reinvestment zone, on January 1 of the agreement year, plus the agreed upon value of property improvements made after January 1, but before execution of the agreement.
- D. "Economic Life" means the number of years a property improvement is expected to be in service in a facility.
- E. "Expansion" means the addition of buildings, structures, fixed machinery, or equipment to be in service in a facility.
- F. "Facility" means property improvements completed or in the process of construction, which together comprise an integral whole.

- G. "Modernization" means the replacement and upgrading of existing facilities, which increases the productive input or output, updates the technology, or substantially lowers the unit cost of operation, and extends the economic life of the facility. Modernization may result from the construction, alteration, or installation of buildings, structures, fixed machinery, or equipment. It shall not be for the purpose of reconditioning, repairing, refurbishing, or completion of deferred maintenance.
- H. "New facility" means a property previously undeveloped that is placed into service by means other than expansion or modernization.
- I. "Reinvestment Zone" is an area designated as such for the purpose of tax abatement as authorized by Texas Property Tax Code (V.T.C.A. TX '312.001 et seq).
- J. "Full Time Job" means employment is presumed to be at least 35 hours per week.
- K. "Cash Grant" is money given through a contractual performance or 380 agreement from the DCEDC or City to new, expanding, and relocating companies, which are planning to make a new investment in Duncanville.
- L. "Incentive" is any payment or concession used to stimulate business expansion, modernization, redevelopment, or attraction of new businesses.
- M. "Sales and Use Tax" means the City's 1.5% and the DCEDC's 0.5% sales and use tax.
- N. "Sales Tax Receipts" means the City's and DCEDC's receipts from the State of Texas from the collection of sales and use tax by Duncanville businesses.
- O. "Capital Cost" means fixed, one-time expenses incurred on the purchase of land, buildings, construction, and equipment used in the production of goods or in the rendering of services.

III. AUTHORIZATION

Any request for a grant or tax abatement shall be reviewed and approved by the City Council. Duncanville Community and Economic Development Corporation (DCEDC) will make recommendations to the City Council when appropriate as set forth in the following document.

IV. EVALUATION CRITERIA

DCEDC's recommendations and the City Council's approval shall be based upon, but not necessarily limited to, a subjective evaluation of the following criteria, which each applicant will be requested to address in a narrative format.

Employment Impact

- How many jobs will be brought to Duncanville?
- What types of jobs will be created?
- What will the total annual payroll be?
- What will be the average salaries of the employees and management?

Fiscal Impact

- How much real and personal property value will be added to the tax rolls?
- How much direct sales tax and hotel occupancy tax will be generated?
- How will this project affect existing businesses and/or office facilities?
- What infrastructure construction would be required?
- What is the total annual operating budget of the facility?

Community Impact

- What effect will the project have on the local housing market?
- What environmental impact, if any, will be created by the project?
- How compatible is the project with the City's comprehensive plan?
- How compatible is the project with the Main Street Vision?
- Does the project follow sustainable development principles?

Additional DCEDC Considerations

- What funds are available to the DCEDC for the current year as well as future years?
- Does the project support the mission of the DCEDC?
- What other future projects are being proposed?

V. TYPES OF INCENTIVES

It is the policy of the City of Duncanville and DCEDC to provide economic development incentives on a case-by-case basis. The design of a total incentive package is intended to allow maximum flexibility in addressing the unique aspects of each applicant while enabling the City to better respond to the changing demands and needs of the community. The City and the DCEDC will consider providing any type of economic development incentives not prohibited by state or federal law including, but not limited to, tax abatements, cash in-lieu-of tax abatements, sales tax rebates, infrastructure grants, waiver of development fees, façade and architectural improvement grants, grants for environmental remediation, and commercial and residential demo/rebuild grants. Tax abatement and economic development incentives will be provided by contract with the applicant and shall be subject to procedural and other requirements set forth in such

contract as well as applicable federal, state and local law. Nothing in these guidelines shall imply or suggest that neither the City nor the DCEDC is under any obligation to provide tax abatements or any economic development incentive to any applicant. All applicants will be considered on a case by case basis.

VI. VALUE OF INCENTIVES

After review of the application, for tax abatements and/or other economic development incentives, the City Council will determine whether it is in the best interests of the City of Duncanville to provide the incentive to the applicant. The City Council and/or DCEDC may consider criteria other than that set forth in these guidelines, including but not limited to, such matters as the relative degree to which the project/applicant furthers the goals and objectives of the community or meets or compliments a special need identified by the City or the DCEDC.

A. Tax Abatements

The subjective criteria outlined in Section IV will be used by the City Council in determining whether or not it is in the best interest of the city to offer a tax abatement to a particular applicant. Specific considerations will include the degree to which the individual project furthers the goals and objectives of the community, as well as the relative impact of the project.

Tax abatements will be available for both new facilities and structures and for expansion or modernization of existing facilities and structures per the table below.

Once a determination has been made that tax abatement should be offered, the eligible property and term of the abatement will be guided by referencing the following table; however, the following table is not controlling. The City Council has full power to determine eligibility and length of abatements on a case-by-case basis depending on the full circumstances.

TAX ABATEMENT TABLE

| CAPITAL COST | OR | NEW FULL TIME JOBS CREATED | PERCENT OF ABATEMENT | MAXIMUM YEARS OF ABATEMENT |
|---------------------------|----|----------------------------|----------------------|----------------------------|
| \$250,000-\$999,000 | | 0-10 | Up to 25% | 1 |
| \$1,000,000-\$2,500,000 | | 11-20 | Up to 50 % | 3 |
| \$2,500,001-\$5,000,000 | | 21-40 | Up to 55% | 5 |
| \$5,000,001-\$10,000,000 | | 41-60 | Up to 65% | 5 |
| \$10,000,001-\$25,000,000 | | 61-80 | Up to 70% | 7 |
| Over \$25,000,000 | | 81-100 | Up to 75% | 10 |

B. Sales Tax Grants

For new Duncanville businesses or business expansions, the City and/or the DCEDC may contract with an applicant to provide an economic development incentive consisting of annual grants based on a percentage of the sales and use tax receipts received by the City and the DCEDC from the sale of taxable items. The City is authorized by Section 380.001, Local Government Code to provide such grants. The DCEDC is authorized by the Development Corporation Act to provide such grants.

The applicant by contract will be required to provide a sales tax certificate setting forth the applicant's collection of sales and use tax for the sale of taxable items at the applicant's Duncanville business for the previous ending twelve calendar month period, together with such supporting documentation as required by the City and the DCEDC.

Once a determination has been made that a sales tax grant should be offered, the sales tax grant shall be guided by referencing the following table; however, the following table is not controlling. The DCEDC will make a recommendation for a sales tax grant to City Council. The City Council will have final approval of the grant.

Sales tax grants are for a maximum period of five (5) years in an amount equal to a percentage of the received applicant's Duncanville sales tax receipts in accordance with the schedule below, provided there is a minimum of \$1 Million Dollars in taxable sales for each twelve calendar month ending period. The City and DCEDC may grant an option to renew the contract for an additional five (5) year period. Sales tax grants are paid in annual installments within ninety (90) days after the end of each twelve-calendar month period following the issuance of the certificate of occupancy for the facility, or other commencement date if no certificate of occupancy is required.

| Taxable Sales | Percentage of Sales Tax Receipts |
|---------------------------|---|
| 1 Million Dollars | 20% |
| 2 Million Dollars | 25% |
| 3 Million Dollars | 30% |
| 4 Million Dollars | 35% |
| 5 Million Dollars | 40% |
| 6 Million Dollars | 45% |
| 7 Million Dollars | 50% |
| 8 Million Dollars or more | 55% |

C. Cost Participation in Infrastructure and Waiver of Development Fees

The City and/or the DCEDC may, by contract, agree to participate in the cost of the extension, construction, or reconstruction of public infrastructure necessary for the development of a project. In addition, the City may approve the waiver of permit and development fees. Grants will be screened by the incentive application submitted and a return on investment analysis.

D. Economic Development Cash Grants

The City and/or the DCEDC may, by contract, make available cash grants to new, expanding, and relocating companies which are planning to make a new investment in Duncanville. Grants will be screened by the incentive application submitted and a return on investment analysis. These grants may be used for facility renovation, site preparation, engineering studies, or any other use needed by a new, expanding or relocating business.

E. Freeport Exemption Incentive

The City of Duncanville has not adopted the Freeport Exemption as provided by the Texas Constitution, Article VIII, Section 1-j and section 11.251 of the Tax Code. The City instead adopted a model form of the agreement. The City may grant a new business that relocates to the City of Duncanville an equivalent of the Freeport Exemption for its property if the business receives a Freeport Exemption from Dallas County and/or the Duncanville Independent School District. Under the form model, the City contracts with the applicant to provide an annual grant in the amount equal to the ad valorem taxes that the recipient would have received if the City had adopted the Freeport Exemption for the tax year. The City may condition the incentive upon the creation of employment, construction of improvements, certain development, continued operations for a stated period, or other public considerations.

F. Design Incentive Program

The Design Incentive Program was established to encourage redevelopment of maturing business corridors by providing financial resources to small business owners for exterior property improvements. The Program consists of four different grants including paint, signage, landscaping, and façade. In order to qualify for any one of these grants, a business owner or building owner must meet the general participation program requirements as well as the individual grant requirements. The DCEDC will evaluate each application and make recommendations to the City Council. The City Council will make the final approval on all grants.

General Participation Requirements

1. Applicant's buildings must be subject to property taxes.
2. Non-profit entities and residential property do not qualify.
3. All applications must be submitted with three bids and one bid must be from a Duncanville business if service is offered locally.
4. Applications must be submitted and approved by the DCEDC and City Council before projects are started.
5. The approved project must be completed within six (6) months of City Council approval date, or the applicant will be required to present a project update to the DCEDC Board.
6. All projects must comply with all local ordinances and state and federal laws.
7. All applications must include rendering, swatches, and/or samples.

Paint Grants

The Paint Grants were established to assist small business owners with refurbishing the exterior of a commercial building in need of fresh paint. The following details outline the grant specifics.

1. Grants may be approved for up to 70% of the lowest of the three bids, up to \$5,000.
2. Reimbursement will be made to the applicant up to 70% of the actual cost not to exceed the original amount approved.
3. Eligible costs include: Supplies, cost to appropriately prepare surfaces of the building, and labor costs.
4. Only buildings that have been previously painted and need to be repainted qualify for a grant unless special circumstances arise, and then the DCEDC will evaluate the application on a case-by-case basis.
5. New construction projects are not eligible.
6. Buildings can only qualify every seven (7) years for a paint grant unless special circumstances arise and then the DCEDC will evaluate the application on a case-by-case basis.

Signage Grants

Signage Grants were established to assist small existing business owners with the costs associated with replacing and updating nonconforming signs to the City's current standards, or new signs for existing businesses that have been at the current location for a minimum of one (1) year, or for new businesses that have been in business outside the city limits for a minimum of three (3) years.

1. Grants may be approved for up to 70% of the lowest of the three bids, up to \$5,000.
2. Reimbursement will be made to the applicant up to 70% of the actual cost not to exceed the original amount approved.
3. Eligible costs include: Sign, labor costs, sign permit fee.

Landscape Grants

Landscape Grants were established to broaden the City's focus on curb appeal and encompass Duncanville's business corridors.

1. Grants may be approved for up to 70% of the lowest of the three bids up to \$6,000.
2. Reimbursement will be made to the applicant up to 70% of the actual cost not to exceed the original amount approved.
3. Eligible costs include: Materials, labor costs, permit/tap fees.
4. Plants must be non-annuals.
5. Drought tolerant and/or Texas native plants are encouraged.
6. Properties can only qualify every seven (7) years for a landscaping grant unless special circumstances arise and then the DCEDC will evaluate the application on a case-by-case basis.

Façade and Architectural Improvement Grants

The DCEDC will consider all Façade and Architectural Improvement Grants on a case-by-case basis.

G. Commercial and Residential Demo / Rebuild Program

The Commercial and Residential Demo / Rebuild Program was established to encourage redevelopment of distressed commercial and residential properties by providing financial resources to property owners to demo existing structures and replace them with a higher quality and higher economically sustainable valued projects. To qualify for either of these grants, a building owner or homeowner must meet the general participation program requirements as well as the individual grant requirements. The DCEDC will evaluate each commercial application and make recommendations to the City Council. The City Manager or designee will evaluate each residential application and make recommendations to the City Council. The City Council will make the final approval on all grants.

General Participation Requirements

1. Applicant's buildings or homes must be subject to property taxes and applicant must be current on all taxes.
2. All incentive recipients will be required to enter into an agreement to participate in the program.
3. Applicant must agree to demolish the existing residential or commercial structure and build back a structure of greater value at the same location.
4. Non-profit entities do not qualify.
5. All applications must be submitted with three bids for demolition and construction and one bid must be from a Duncanville business if service is offered locally.
6. Applications must be submitted and approved by the DCEDC and City Council before projects are started.
7. Residential and Commercial structures must be built back in accordance with the agreement signed with the City or the incentive will be forfeited.
8. All projects must comply with all local ordinances and state and federal laws.
9. All applications must include renderings, quotes, swatches, and/or samples.

Commercial Incentives

The Duncanville Community and Economic Development Corporation will consider all Commercial Incentives on a case-by-case basis. Each incentive will be project specific. The City Council will make the final approval of all incentives.

Residential Incentives

Residential Categories:

- A. Residential Structures with an assessed value of \$100,000 or less:
 - Actual Cost up to \$15,000 Demolition Incentive – each approved incentive will pay 50% of the incentive after the residential structure has been demolished and a completion of demolition certificate has been issued by the City of Duncanville Building Inspections Department and the remaining 50% will be paid upon the City of Duncanville issuing a green tag for the new single-family home.
 - The City may pay five (5) annual consecutive economic development incentive grants equal to 100% of the difference between the City property taxes assessed and paid on the new single-family home and the City property taxes assessed and paid on the original demolished residential structure (base year). This does not include the value of the land or any other property improvements.
- B. Residential Structures with an assessed value of more than \$100,000:
 - Actual Cost up to \$20,000 Demolition Incentive – each approved incentive will pay 50% of the incentive after the residential structure has been demolished and a completion of demolition certificate has been issued by the City of Duncanville Building Inspections Department and the remaining 50% will be paid upon the City of Duncanville issuing a green tag for the new single-family home.
 - The City may pay five (5) annual consecutive economic development incentive grants equal to 100% of the difference between the City property taxes assessed and paid on the new single-family home and the City property taxes assessed and paid on the original demolished residential structure (base year). This does not include the value of the land or any other property improvements.
- C. The City may consider incentives under this program if the applicant intends to purchase adjacent residential properties, demolish both residential structures, re-plat the two lots into a single lot and construct a

single-family home on the single lot. In such event, the City incentive will include the cost to re-plat the lots as well as the Demolition Incentives (as listed above) for each residential structure. No other incentives will be provided.

- D. The City may consider incentives under this program if the applicant intends to demolish an existing apartment complex, townhome, or duplex and build a high-density residential structure or structures with occupancy similar or less as the existing. (ex. townhomes, duplexes, apartment complexes)

Application Requirements:

- Applicant will be required to fill out and submit appropriate application to the Economic Development Department. A staff review committee will evaluate the application to ensure the project is eligible for consideration. Once determined that the project will meet all requirements and codes, the project will be presented to City Council for consideration to receive an incentive grant.
- A site plan must be submitted with the application detailing the size and location of the proposed residential structure.
- The proposed value of the residential structure must be included with the application.
- Elevations will be required of the residential structure when submitting the grant request to City Council.

Program Requirements:

- The existing residential structure must be demolished and receive a completion of demolition certificate within 90 days of receiving the City of Duncanville demolition permit to be eligible for the demolition incentive. The debris must be removed from the site within three (3) days of structure being demolished.
- The new single-family home must be completed and receive a City of Duncanville green tag within six (6) months of receiving the building permit to be eligible for the demolition incentive.
- All City Ordinances and State Laws must be followed to be eligible for the grants during the construction process and the grant period or the grant will be forfeited.

- Developers and builders must transfer ownership to an individual that will occupy the single-family home before the second year of the incentive grant is to be paid to continue to receive the remainder of the five-year grant. The remainder of the grant will only be paid based on the City property taxes paid by the current owner.
- Property owners must be current on all taxes to qualify and stay current on taxes throughout the incentive time to receive the full grant.
- The annual incentive will be paid on August 1 of the calendar year based on the Dallas County Appraisal District assessed value of the residential structure.

Multi-Family Incentives

The City Council will consider all Multi-Family requests on a case-by-case basis. Each incentive will be project specific.

VII. NO INCENTIVES ARE AVAILABLE FOR PROJECTS THAT HAVE ALREADY STARTED

VIII. APPLICATION PROCEDURE

Any person, organization, or corporation desiring the City or DCEDC consider providing tax abatements or other incentives to encourage location or expansion of operations within the city limits of Duncanville shall be required to comply with the following procedural guidelines. Nothing within these guidelines shall imply or suggest that City or DCEDC is under any obligation to provide a tax abatement or incentive in any amount or value to any applicant.

Preliminary Application Steps

1. Applicant shall complete the attached "Economic Development Incentive Application."
2. Applicant shall answer all application questions and provide additional information in a letter format.
3. Applicant shall prepare a plat showing the precise location of the property, all roadways within 500 feet of this site, and all existing land uses and zoning within 500 feet of the site.

4. If the property is described by metes and bounds, a complete legal description must be provided.
5. Applicant must complete the entire application and submit it to the Director of Economic Development, City of Duncanville, P.O. Box 380280, Duncanville, TX 75138-0280, or deliver it to 203 E. Wheatland, Duncanville, TX 75138.

Application Review Steps

1. All information in the application package detailed above will be reviewed for completeness and accuracy. Additional information may be requested as needed.
2. The application will be distributed to the appropriate City departments for internal review and comments. Additional information may be requested as needed.
3. Once the Economic Development Department receives all needed information and it is determined the project qualifies for the consideration of an incentive, copies of the completed application and staff comments will be provided to the City Council and the DCEDC as specified in this policy.

Consideration of the Application

1. The DCEDC may consider making a recommendation to the City Council for the consideration of Sales Tax Grants as outlined in this policy.
2. The City Council of Duncanville may consider a resolution calling a public hearing to consider the establishment of a tax reinvestment zone.
3. The Duncanville City Council may hold the public hearing and determine whether the project is “feasible and practical and would be of benefit to the land to be included in the zone and to the municipality”.
4. The Duncanville City Council may consider adoption of an ordinance designating the area description of the proposed project as a commercial/industrial tax abatement zone.
5. The Duncanville City Council may consider adoption of a resolution approving the terms and conditions of a contract between the City and the applicant as outlined in this policy.
6. The governing bodies of Duncanville Independent School District, Dallas County, and Dallas County Community College may consider participation in the tax abatement agreement between the City of Duncanville and the applicant.
7. Information provided to the City Council in connection with an application or request for tax abatement is confidential and not subject to public disclosure until the tax abatement agreement is executed.

8. If the tax abatement agreement is approved by the four taxing units, the City of Duncanville will send copies of said agreement to the Texas Department of Commerce and to the State Property Tax Board each April.

Adopted:

DCEDC 2/18/19

City Council 2/19/19



AGENDA BACKGROUND

ITEM NO. 5

MEETING DATE: Monday, December 14, 2020

TITLE: Discuss the Development Objectives for the Railroad Flats Property.

PRESENTED BY: Steve Dial, President; DCEDC

ATTACHMENT: DRAFT (Attachment “A” of Community Enhancement Program (CEP)) – DCEDC’s Railroad Flats Property Strategy

DRAFT (Attachment “A” of Community Enhancement Program (CEP))

DCEDC’s Railroad Flats Property Strategy

End-user Target Market:

- Entrepreneurs
- Mixed Income (with or without children)

Desired Type of Project:

- Live-work product (retail/professional space below and residential above)
- Mixed-use product (retail/professional/restaurant/ below with residential units above)
- Upscale 2 or 3 story building
- Units no larger than 3 bedrooms

Architectural Desired Look:

- Urban sustainable design compatible with Main Station
- Urban edge with minimal to zero lot line
- Masonry Exterior (iron and wood looking tile accents where possible)
- Awnings on retail area (if appropriate)

Project Attributes:

- Property Walkability / Connectivity to Downtown - sidewalks on the perimeter of property as well as those needed throughout the property / pedestrian friendly
- Parking issues addressed. Vehicle parking screened from public way like Main Station
- Quality green space for occupants that is regularly maintained and updated / landscaping / play area for children
- Bike Racks & Benches where possible
- Decorative sidewalk lighting