



**DUNCANVILLE COMMUNITY AND ECONOMIC  
DEVELOPMENT CORPORATION (DCEDC)  
REGULAR MEETING  
D.L. HOPKINS SENIOR CENTER NORTHSIDE ROOM  
206 JAMES COLLINS BLVD., DUNCANVILLE, TX 75116  
JANUARY 28, 2019 @ 7:00 PM**

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

## **AGENDA**

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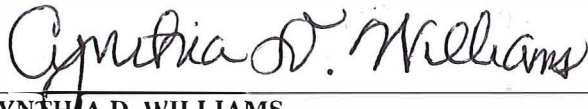
### **CALL TO ORDER**

### **INVOCATION**

1. CITIZEN'S PUBLIC FORUM.
2. CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE REGULAR MEETING HELD ON DECEMBER 10, 2018.
3. RECEIVE AND DISCUSS CITY SALES AND USE TAX COMPARISON SUMMARY.
4. RECEIVE AND CONSIDER APPROVAL OF THE DCEDC MONTHLY BUDGET REPORT.
5. RECEIVE AND DISCUSS THE MAIN STATION DUNCANVILLE, LTD'S MONTHLY FINANCIALS, AS WELL AS DUNCANVILLE REAL ESTATE UPDATES.
6. RECEIVE A PRESENTATION AND DISCUSS THE POTENTIAL DEVELOPMENT OF THE RAIL ROAD FLATS PROPERTY.
7. CONSIDER APPROVAL OF A \$150,000 INCREASE TO THE MAIN STATION DUNCANVILLE, LTD PARTNERSHIP LOAN FOR THE PROPERTY LOCATED AT 100 S. MAIN ST., DUNCANVILLE, TEXAS.
8. RECEIVE AND CONSIDER AMENDING AND ADOPTING THE CITY OF DUNCANVILLE AND DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION (DCEDC) POLICY STATEMENT AND GUIDELINES FOR ECONOMIC DEVELOPMENT GRANTS AND TAX ABATEMENTS TO INCLUDE THE COMMERCIAL DEMOLITION/REBUILD PROGRAM.
9. RECEIVE AND CONSIDER THE 2018 DCEDC ANNUAL REPORT.
10. DISCUSS CONDUCTING A STRATEGIC PLANNING SESSION FOR THE DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION (DCEDC).
11. RECEIVE STAFF AND BOARD REPORTS.

**ADJOURNMENT**

**POSTED BY THURSDAY,  
JANUARY 24, 2019 BY 5:00 PM**



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**CYNTHIA D. WILLIAMS  
ECONOMIC DEVELOPMENT COORDINATOR**

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*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 licenciatario 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.*

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# AGENDA BACKGROUND

## ITEM NO. 1

**MEETING DATE:** Monday, January 28, 2019

**TITLE:** Citizen's Public Forum.

**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 comment 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, January 28, 2019

**TITLE:** Consider Approval of the DCEDC Minutes for the Regular Meeting Held on December 10, 2018.

**BACKGROUND/HISTORY:** Copies of the draft minutes for the Regular Meeting on December 10, 2018.

**ATTACHMENT(S):** Draft DCEDC Regular Meeting Minutes from December 10, 2018.

**DUNCANVILLE COMMUNITY AND ECONOMIC  
DEVELOPMENT CORPORATION (DCEDC) BOARD  
REGULAR MEETING MINUTES  
DECEMBER 10, 2018**

A regular meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Monday, December 10, 2018, at 6:00 PM in the Library Meeting Rooms at the Duncanville Public Library located at 201 James Collins Blvd., Duncanville, TX 75116.

Board Members in attendance:

Steve Dial	President
Derwin Broughton	Vice President
Dave Galbraith	Board Member
Dr. Terry Smith	Board Member
Kenneth Govan	Board Member
Chan Williams	Board Member
Michael Grace	Board Member

Board Members not in attendance:

All Board Members were in attendance.

Staff Present: Economic Development Director, Jessica James; and Economic Development Coordinator, Cynthia D. Williams

The Meeting was called to order by President Dial at 6:02 PM.

Mr. Galbraith offered the Invocation.

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

No citizen's spoke during Citizen's Public Forum.

***ITEM NO. 2 INTRODUCTION OF NEW DCEDC BOARD MEMBERS.***

President Dial welcomed everyone to the DCEDC meeting. The new Board Members introduced themselves, and gave their professional/volunteer status, reason for joining the Board, and any special experience, interests, or skills.

***ITEM NO. 3 CONSIDER APPROVAL OF THE DCEDC MINUTES FOR THE REGULAR MEETING HELD ON OCTOBER 29, 2018.***

Mr. Broughton made a motion to approve the minutes as presented, seconded by Dr. Smith, the motion passed unanimously.

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

Ms. James reported that Sales tax collections show an increase of 8.66% over the same period last year, and an overall increase for FY 18 sales tax collections of 8.75% over FY 17 sales tax revenue.

The Board had further questions/discussion.

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

October DCEDC Monthly Budget Report:

Ms. James reported that Economic Development had \$7,160 in expenses for the month of October, which included salaries, and some small miscellaneous items for the Board. Expenses for KDB totaled \$166, and \$245 for Beautification. That leaves the EDC with expenditures totaling \$7,571; closing the month out with \$7,571 in total expenditures. The EDC still has the Sustainable Beautification Category at \$10,000; however, the Parks Department has not utilized any of those funds.

November DCEDC Monthly Budget Report:

Ms. James reported the EDC Sales tax revenue for the month of November totaled \$1,117 with no interest received. The EDC had an adjustment between the time the October DCEDC Monthly Budget Report came out and the November DCEDC Monthly Budget Report. Total recognized revenue for Year-to-Date is \$4,426. Economic Development had \$14,757 in expenses, which included salaries, miscellaneous, and conference charges. Expenses for KDB totaled \$904, and \$9,957 for Beautification. That leaves the EDC with expenditures totaling \$25,619; closing the month out with \$24,502.

Even though, the November report shows a loss, the EDC still has a Fund Balance totaling \$307,882. Unless the EDC provides some major incentives, the Finance Department projects that the EDC should end up with approximately a 1.2 million Fund Balance at the end of the year.

Mr. Galbraith made a motion to approve both the October and November DCEDC Monthly Budget Reports as presented, seconded by Mr. Broughton, the motion passed unanimously.

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

Ms. James reported that due to the new financial software, which the City implemented October 1, 2018, the Finance Department is working with the Duncanville Fieldhouse Staff to develop this report. Therefore, Staff does not have the Fieldhouse report currently.

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

Ms. James reported that Mr. Monte Anderson is here tonight to visit with the Board. He has his budget for the upcoming year, as well as the Main Station Duncanville, LTD's Monthly Financials for September and October, for the Board to review.



Mr. Anderson reported that there is not much new on either report. Main Station has been running at full occupancy, and he is putting about \$2,000 extra against the principle to get the loan down quicker. He is also working on the renewal lease with the Rice Pot.

The Board had further questions/discussion.

***ITEM NO. 8 RECEIVE AND DISCUSS THE 2019 MAIN STATION DUNCANVILLE, LTD BUDGET.***

Please see Item No. 7.

***ITEM NO. 9 HOLD ELECTIONS FOR THE PRESIDENT AND VICE PRESIDENT DCEDC OFFICES.***

Mr. Broughton made a motion to re-elect Mr. Dial as President, seconded by Mr. Grace, the vote passed unanimously.

Dr. Smith made a motion to re-elect Mr. Broughton as Vice President, seconded by Ms. Chan Williams, the vote passed unanimously.

***ITEM NO. 10 REVIEW AND DISCUSS BOARD MEMBER ATTENDANCE AND RESPONSIBILITIES.***

Ms. James reminded the Board that regular attendance at the Board meetings is required of all Board Members. If a Board Member has three consecutive unexcused absences from meetings of the Board, that Board Member could be removed from the Board. If a Board Member is unable to attend the scheduled meeting, it is very important that Staff is notified as soon as possible. If Staff is notified, then the Board Member will receive an excused absence from that meeting. Otherwise, it will be counted as an unexcused absence.

When Economic Development items are placed on the City Council Meeting Agenda, Board Members are encouraged to attend those meetings. City Council would like to see Board Members at those meetings if possible.

If a Board Member is aware that he/she has a conflict of interest or potential conflict of interest, regarding any matter or vote coming before the Board, the Board Member shall bring this to the attention of the Board and shall abstain from the item.

If an email is sent by Staff to all Board Members, please remember to reply only back to the Staff. A "Reply to All" of the email could be a violation of the Open Meetings Act because the email ultimately involves a quorum of Board Members.

The Board had further questions/discussion.

***ITEM NO. 11 HOLD A PUBLIC HEARING REGARDING A PROPOSED INCENTIVE FROM THE DCEDC TO OBADIAH, INC. DBA IDEAL FLOORS IN AN AMOUNT NOT TO EXCEED \$6,081.50 TO ASSIST WITH PAINTING AND SIGNAGE FOR THE PROPERTY LOCATED AT 1010 N. DUNCANVILLE RD., DUNCANVILLE, TX.***

President Dial opened the Public Hearing at 6:37 PM. There were no citizens for the Public Hearing. Mr. Broughton made a motion, seconded by Mr. Govan to close the Public Hearing. President Dial closed the Public Hearing at 6:40 PM.

**ITEM NO. 12 RECEIVE AND CONSIDER APPROVAL OF AN INCENTIVE REQUEST BY OBADIAH, INC. DBA IDEAL FLOORS IN THE AMOUNT OF \$6,081.50 FOR PAINTING AND SIGNAGE FOR THE PROPERTY LOCATED At 1010 N. DUNCANVILLE RD., DUNCANVILLE, TX.**

Ms. James introduced Mr. Shawn Hames. She stated that Mr. Hames is the Owner of iDeal Floors. He is in attendance tonight to make an incentive request for signage for the property located at 1010 N. Duncanville Rd., Duncanville, TX.

Mr. Hames reported that in May, he and his sister purchased iDeal Floors from their father who owned the business for over 20 years. Mr. Hames has worked at iDeal Floors since the very beginning, and his sister has worked at iDeal Floors for about 12 – 13 years. The siblings received an SBA loan to purchase the business and decided to take those funds and start implementing high quality cabinets into the business. iDeal Floors has been at the current location on E. Highway 67 since 1992. This location is not large enough for iDeal Floors to expand into cabinets. So, iDeal Floors has leased the space located at 1010 N. Duncanville Rd. to expand their business. He is in the process of remodeling the building. The 1010 N. Duncanville Rd. location would be the main hub for the cabinets. The family decided to pursue getting a digital sign to help advertise the business, and hope that adding the cabinets will help their flooring business as well.

Ms. James reported that the initial iDeal Floors requests from the DCEDC was for a signage, and painting incentive. At this time, the request has changed to just signage, but iDeal Floors may potentially come back to the Board to request an incentive for painting.

The Board had further questions/discussion.

**ITEM NO. 13 RECEIVE AND CONSIDER AMENDING AND ADOPTING THE CITY OF DUNCANVILLE AND DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION (DCEDC) POLICY STATEMENT AND GUIDELINES FOR ECONOMIC DEVELOPMENT GRANTS AND TAX ABATEMENTS TO INCLUDE THE COMMERCIAL DEMOLITION/REBUILD PROGRAM.**

President Dial reported that this Agenda Item will be pulled from tonight's meeting. Staff will bring this back to the Board later.

**ITEM NO. 14 EXECUTIVE SESSION.**

In accordance with the Government Code Section 551.087 (2) Declarations Regarding Economic Development Negotiations, to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (I).

- DISCUSS OBADIAH, INC. DBA IDEAL FLOORS GRANT REQUEST.

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 PROPERTY GENERALLY LOCATED EAST OF CLARK ROAD, WEST OF US HIGHWAY 67, AND SOUTH OF WHEATLAND ROAD.
- DISCUSS RAIL ROAD FLATS.

The Board began Executive Session at 7:16 PM.



***ITEM NO. 15 RECONCENEN INTO OPEN SESSION.***

The Board reconvened into Open Session at 8:10 PM.

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

Mr. Govan made a motion to approve the sign grant to iDeal Floors for 70% of the lowest of the three quotes not to exceed \$5,000 with the following stipulations including: The sign must meet all city codes and ordinances, iDeal Floors must receive a green tag prior to getting reimbursement, and the sign must be installed within one year of City Council approval. Also, the Board authorizes the Board President to sign any necessary documents, and that the budget will be amended to reflect this amount. The motion was seconded by Dr. Smith, to vote passed unanimously.

There was no action taken on the other two items.

***ITEM NO. 17 RECEIVE STAFF AND BOARD REPORTS.***

- ***RECEIVE AN UPDATE ON THE DCEDC PROPERTY LOCATED AT 730 E. INTERSTATE 20 OR I-20 FRONTAGE RD.***

Ms. James reported that currently, there is no update on the property located at 730 E. Interstate 20. Staff will be going out for an RFP for demolition next month.

- ***RECEIVE AN UPDATE ON VILLAGE TECH SCHOOLS.***

Ms. James reported that representatives from Village Tech attended a recent City Council meeting, and that their SUP was approved by City Council. Village Tech will be able to build a new parking lot. Hopefully, this will help with some of the congestion. They are also looking at a new drainage plan to help with the drainage issues.

- ***RECEIVE AN UPDATE ON OPTIONS FOR DEMOGRAPHIC INFORMATION.***

Ms. James reported that ESRI is not going to have our demographic information. Staff is looking at a third party, and there is money in the budget to cover the cost.

- ***RECEIVE BUSINESS AND EVENTS ACTIVTY 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 OCTOBER, AND NOVEMBER 2018.***
- ***CERTIFICATE OF OCCUPANCY – CERTIFICATES ISSUED – MONTHLY (EDC) MONTH OF OCTOBER AND NOVEMBER 2018.***
- ***IMPORTANT DATES/UPCOMING EVENTS.***
  - ***PAWS & READING TUTORS, DECEMBER 15, 2018, 2:00 – 3:00 PM, LIBRARY PROGRAMMING ROOM.***

- ***DISCTICT 4 LUNCH & LEARN WITH COUNCIL EMBER COOKS, DECEMBER 27, 2018, 212:30 AM – 1:00 PM, LUBY'S CAFETERIA, DUNCANVILLE, TX.***

***ADJOURNMENT***

***The meeting adjourned at 8:44 PM.***

**APPROVED:**

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**STEVE DIAL  
PRESIDENT**

**ATTEST:**

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**CYNTHIA D. WILLIAMS  
ECONOMIC DEVELOPMENT COORDINATOR**



# AGENDA BACKGROUND

## ITEM NO. 3

**MEETING DATE:** Monday, January 28, 2019

**TITLE:** Receive and Discuss City Sales and Use Tax Comparison Summary.

**PRESENTED BY:** Jessica James, Director of Economic Development

**BACKGROUND/HISTORY:** The City Sales and Use Tax Comparison Summary for December 2018 is attached for the Board's review and discussion.

**STATE OF TEXAS - COMPTROLLER OF PUBLIC ACCOUNTS**  
**CITY SALES AND USE TAX COMPARISON SUMMARY - JANUARY 2019**

County/City	Rate	Net Payment	Comparable Payment	% Change	2018 Payments	2017 Payments	% Change
<b>Dallas</b>							
Addison	1.00%	\$ 1,137,218.44	\$ 1,063,683.16	6.91%	\$ 1,137,218.44	\$ 1,063,683.16	6.91%
Balch Springs	2.00%	\$ 605,313.39	\$ 619,867.87	-2.34%	\$ 605,313.39	\$ 619,867.87	-2.34%
Carrollton	1.00%	\$ 2,989,925.72	\$ 3,053,815.89	-2.09%	\$ 2,989,925.72	\$ 3,053,815.89	-2.09%
Cedar Hill	1.88%	\$ 1,227,999.35	\$ 1,256,393.14	-2.25%	\$ 1,227,999.35	\$ 1,256,393.14	-2.25%
Cockrell Hill	1.00%	\$ 32,978.90	\$ 34,410.91	-4.16%	\$ 32,978.90	\$ 34,410.91	-4.16%
Coppell	1.75%	\$ 2,887,061.75	\$ 3,243,025.32	-10.97%	\$ 2,887,061.75	\$ 3,243,025.32	-10.97%
Dallas	1.00%	\$ 24,498,104.84	\$ 23,036,548.88	6.34%	\$ 24,498,104.84	\$ 23,036,548.88	6.34%
De Soto	2.00%	\$ 1,545,244.85	\$ 1,257,083.19	22.92%	\$ 1,545,244.85	\$ 1,257,083.19	22.92%
Duncanville	2.00%	\$ 761,307.93	\$ 767,921.23	-0.86%	\$ 761,307.93	\$ 767,921.23	-0.86%
Farmers Branch	1.00%	\$ 1,305,426.39	\$ 1,226,455.87	6.43%	\$ 1,305,426.39	\$ 1,226,455.87	6.43%
Garland	1.00%	\$ 2,228,520.30	\$ 2,227,084.86	0.06%	\$ 2,228,520.30	\$ 2,227,084.86	0.06%
Glenn Heights	1.00%	\$ 52,635.10	\$ 42,038.07	25.20%	\$ 52,635.10	\$ 42,038.07	25.20%
Highland Park	1.00%	\$ 395,312.70	\$ 349,796.55	13.01%	\$ 395,312.70	\$ 349,796.55	13.01%
Hutchins	2.00%	\$ 174,175.64	\$ 166,029.38	4.90%	\$ 174,175.64	\$ 166,029.38	4.90%
Irving	1.00%	\$ 5,308,871.93	\$ 4,649,922.44	14.17%	\$ 5,308,871.93	\$ 4,649,922.44	14.17%
Lancaster	2.00%	\$ 833,387.37	\$ 865,399.74	-3.69%	\$ 833,387.37	\$ 865,399.74	-3.69%
Mesquite	2.00%	\$ 3,286,277.62	\$ 3,472,238.33	-5.35%	\$ 3,286,277.62	\$ 3,472,238.33	-5.35%
Richardson	1.00%	\$ 2,710,415.10	\$ 3,059,995.34	-11.42%	\$ 2,710,415.10	\$ 3,059,995.34	-11.42%
Rowlett	1.00%	\$ 558,416.60	\$ 557,661.50	0.13%	\$ 558,416.60	\$ 557,661.50	0.13%
Sachse	1.75%	\$ 230,469.73	\$ 208,475.40	10.55%	\$ 230,469.73	\$ 208,475.40	10.55%
Seagoville	2.00%	\$ 285,277.81	\$ 257,067.25	10.97%	\$ 285,277.81	\$ 257,067.25	10.97%
Sunnyvale	2.00%	\$ 334,285.61	\$ 224,538.72	48.87%	\$ 334,285.61	\$ 224,538.72	48.87%
University Park	1.00%	\$ 361,642.97	\$ 338,671.02	6.78%	\$ 361,642.97	\$ 338,671.02	6.78%
Wilmer	2.00%	\$ 350,691.64	\$ 289,612.33	21.09%	\$ 350,691.64	\$ 289,612.33	21.09%
<b>County Total</b>		<b>\$ 54,100,961.68</b>	<b>\$ 52,267,736.39</b>	<b>3.51%</b>	<b>\$ 54,100,961.68</b>	<b>\$ 52,267,736.39</b>	<b>3.51%</b>
<b>Tarrant</b>							
Bedford	2.00%	\$ 848,716.19	\$ 827,365.32	2.58%	\$ 848,716.19	\$ 827,365.32	2.58%
Hurst	1.75%	\$ 4,612,818.15	\$ 4,367,092.29	5.62%	\$ 4,612,818.15	\$ 4,367,092.29	5.62%
Grand Prairie	1.50%	\$ 3,599,446.66	\$ 3,261,539.10	10.36%	\$ 3,599,446.66	\$ 3,261,539.10	10.36%
Grapevine	1.50%	\$ 1,306,527.67	\$ 1,243,548.24	5.06%	\$ 1,306,527.67	\$ 1,243,548.24	5.06%
Southlake	2.00%	\$ 1,963,472.91	\$ 1,786,697.88	9.89%	\$ 1,963,472.91	\$ 1,786,697.88	9.89%
Mansfield	1.88%	\$ 2,151,773.49	\$ 2,400,944.36	-10.37%	\$ 2,151,773.49	\$ 2,400,944.36	-10.37%
<b>Denton</b>							
Corinth	1.75%	\$ 203,827.14	\$ 202,615.46	0.59%	\$ 203,827.14	\$ 202,615.46	0.59%
<b>Ellis</b>							
Midlothian	2.00%	\$ 782,387.65	\$ 634,602.07	23.28%	\$ 782,387.65	\$ 634,602.07	23.28%



# AGENDA BACKGROUND

**ITEM NO. 4**

**MEETING DATE:** Monday, January 28, 2019

**TITLE:** Receive and Consider Approval of the DCEDC Monthly Budget Report.

**PRESENTED BY:** Jessica James, Director of Economic Development

**BACKGROUND/HISTORY:** Ms. James, will present the DCEDC Monthly Budget Report to the Board at the meeting.



# AGENDA BACKGROUND

## ITEM NO. 5

**MEETING DATE:** Monday, January 28, 2019

**TITLE:** Receive and Discuss the Main Station Duncanville, LTD's Monthly Financials, As Well As Duncanville Real Estate Updates.

**PRESENTED BY:** Jessica James, Director of Economic Development

**BACKGROUND/HISTORY:** The Main Station Duncanville LTD's monthly statements will be provided to the Board at the meeting for review and discussion.



# AGENDA BACKGROUND

## ITEM NO. 6

**MEETING DATE:** Monday, January 28, 2019

**TITLE:** Receive a Presentation and Discuss the Potential Development of the Rail Road Flats Property.

**PRESENTED BY:** Jessica James, Director of Economic Development

**BACKGROUND/HISTORY:** Mr. Rodney Truttling is interested in purchasing and developing the Rail Road Flats Property into a mixed-use development. Mr. Truttling will make a presentation to the Board regarding his proposed development.





# AGENDA BACKGROUND

**ITEM NO. 7**

**MEETING DATE:** Monday, January 28, 2019

**TITLE:** Consider Approval of a \$150,000 Increase to the Main Station Duncanville, LTD Partnership Loan for the Property Located at 100 S. Main St., Duncanville, Texas.

**PRESENTED BY:** Jessica James, Director of Economic Development

**BACKGROUND/HISTORY:** Mr. Anderson will be presenting his request to the Board to increase the existing Main Station Duncanville, LTD Partnership loan in the amount of \$150,000. This increase is to cover the cost of remodeling some of the commercial space for the Main Station property. He will be presenting documents to the Board at the meeting for review.



# AGENDA BACKGROUND

ITEM NO. 8

**MEETING DATE:** Monday, January 28, 2019

**TITLE:** Receive and Consider Amending and Adopting the City of Duncanville and Duncanville Community and Economic Development Corporation (DCEDC) Policy Statement and Guidelines for Economic Development Grants and Tax Abatements to Include the Commercial Demolition/Rebuild Program.

**BACKGROUND/HISTORY:** At the January 14, 2016, DCEDC meeting, the DCEDC adopted the current City of Duncanville and Duncanville Community and Economic Development Corporation (DCEDC) Policy Statement and Guidelines for Economic Development Grants and Tax Abatements with the current incentives.

The DCEDC Board budgeted \$100,000 for a new commercial Demolition/Rebuild Program, which will focus on repurposing distressed properties into their highest and best use. These incentives will be used to recruit new economic development to the community, allowing Duncanville to be more competitive with other cities.

For this program to officially begin, the Board must amend and adopt the current City of Duncanville and Duncanville Community and Economic Development Corporation (DCEDC) Policy Statement and Guidelines for Economic Development Grants and Tax Abatements to include the commercial Demolition/Rebuild Program.

**ATTACHMENT(S):** The draft of the proposed changes to the City of Duncanville Policy Statement and Guidelines for Economic Development Grants and Tax Abatements is attached for the Board's review and discussion.

## **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 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.

<b>Taxable Sales</b>	<b>Percentage of Sales Tax Receipts</b>
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 valued one. 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 will 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 will 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-plot 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.

#### **VI. NO INCENTIVES ARE AVAILABLE FOR PROJECTS THAT HAVE ALREADY STARTED**

#### **VII. 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:**



# AGENDA BACKGROUND

## ITEM NO. 9

**MEETING DATE:** Monday, January 28, 2019

**TITLE:** Receive and Consider the 2018 DCEDC Annual Report.

**PRESENTED BY:** Jessica James, Director of Economic Development

**BACKGROUND/HISTORY:** The DCEDC presents a yearly annual report to the City Council, which highlights the activities of the Board and the Economic Development Department.

**ATTACHMENT(S):** A copy of the 2018 DCEDC Annual Report is attached for the Board to review and consider.

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# DUNCANVILLE COMMUNITY & ECONOMIC DEVELOPMENT CORPORATION 2018 CALENDAR YEAR ANNUAL REPORT TO CITY COUNCIL

## Economic Development Calendar Year Recap Figures

• Community Dollars Invested with DCEDC Participation	\$10,325,000
• DCEDC Community Development Project Dollars	\$1,1178,908
• DCEDC Economic Development Project Dollars	\$ 986,802.13
• Jobs Created or Retained by Projects with DCEDC Participation	170

## Community Enhancement Calendar Year Recap Figures

	<u>2017 Calendar Year</u>	<u>2018 Calendar Year</u>
• Total Number Visits - Library	167,880 visits	137,259 visits
• Total Number Materials Checked Out - Library	107,870 items	110,120 visits
• Total Number of Computer Use – Library	32,103 sessions	55,199 sessions
• Total Number of Visits – Recreation Center	27,219 visits	30,069 visits

## DCEDC Accomplishments/Activities During 2018:

- During the January 11, 2018, meeting, the Board voted to move their Board meeting to the second Monday of each month at 6 p.m.
- During the February 19, 2018, meeting, the DCEDC approved the 2017 DCEDC Annual Report, held a Public Hearing and approved the 2017 – 2018 DCEDC Community Enhancement Program.
- During the March 19, 2018, meeting, the DCEDC received a presentation and request from the Weitzman Group for a façade and architectural improvement incentive grant for a masonry wall for the property located at 201 – 331 S. Cedar Ridge Dr., Duncanville, TX. The DCEDC agreed to grant the Weitzman Group 5% of the lowest bid not to exceed \$2,200 on the condition that this grant be used for the betterment of a wall from CMU to a masonry precast wall of a neutral or

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earth tone color, and that it must meet all City and State requirements and ordinances.

- During the April 16, 2018, meeting, Timothy Hamilton, Parks Superintendent, provided the Board with a Staff update and presentation on the Park Department's beautification efforts, which are funded by the DCEDC Budget. Mr. Hamilton's presentation specifically addressed the sustainable plantings line item in the budget and how the Parks Department is striving to achieve this goal of the DCEDC. He provided pictures of the different plantings. Staff reported to the Board that the Weitzman Group decided to look at different fence options and did not accept the grant awarded to them by the Board at the March 19, 2018, DCEDC meeting.
- During the May 7, 2018, special called meeting, the DCEDC held a Public Hearing regarding the approval of the purchase of the property located at 730 E. Interstate 20 or I-20, Duncanville, TX in the amount of \$900,000. The DCEDC also approved a revised FY 17 – 18 DCEDC Budget to include the \$900,000 purchase.
- During the May 31, 2018, meeting, the DCEDC and Staff presented outgoing Board Member and President, Barry Gordon, with an award for his dedication and service to the DCEDC. The DCEDC appointed Steve Dial as President and Derwin Broughton, AIA as Vice President through October 2018. The DCEDC approved the proposed DCEDC FY 18 - 19 Budget with the revision of Line 19 (Sustainable Beautification) from \$10,000 to \$15,000.
- During the August 27, 2018, meeting, the DCEDC approved a \$22,975 Design Incentive Grant to Mark Cox, Owner of Cox Farms Nursery, LLC, to assist with the funding of dry stack fire hydrants, which are required by the City to operate the greenhouses for the property located at 114 Azalea Lane, Duncanville, TX. The Board also received an update on the new proposed city logo and future economic development marketing efforts.
- During the September 24, 2018, meeting, the DCEDC held a Public Hearing regarding an incentive to Cox Farms Nursery, LLC in an amount not to exceed \$22,975 to assist with the funding of dry stack fire hydrants, which are required by the City to operate the greenhouses for the property located at 114 Azalea Lane, Duncanville, TX. The DCEDC approved the amendment of the FY 18 – 19 DCEDC Budget to include the \$22,975 incentive grant awarded to Cox Farms Nursery, LLC during the August 27, 2018, Board meeting.
- During the December 10, 2018, meeting, the DCEDC welcomed three new members to the Board including Chan Williams, Michael Grace, and Kenneth Govan. The Board re-elected Steve Dial as President and Derwin Broughton, AIA as Vice President. The Board held a Public Hearing regarding an incentive to Obadiah, Inc. dba iDeal Floors in an amount not to exceed \$5,000 to assist with an LED Pole Sign for the property located at 1010 N. Duncanville Rd. The Board

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approved a sign grant to Obadiah Inc. dba iDeal Floors in the amount of 70% of the lowest of three bids not to exceed \$5,000. The Board also approved an amendment to the FY 18-19 DCEDC Budget to reflect the grant.

#### **4B Projects:**

##### **Fieldhouse – 1700 S. Main Street:**

Made contribution to debt service payments through September 30, 2018, in the amount of \$536,550 for the City owned property located at 1700 S. Main Street.

##### **W & B Service Company:**

The Board approved the contract between the DCEDC and W & B Service Company, L.P. for an incentive based on a portion of city sales and ad valorem taxes over a five-year period in a total amount not to exceed \$200,000 in November 2012. The contracts were approved by City Council and signed by both parties. The incentive was contingent on the completion of the building and amount of taxes generated with no upfront incentive money. Since the facility was completed after January 2012, the first rebate available was for 2013 as the first full year of operation. In 2015, \$43,499.86 was rebated back to W & B Service Company, with a total amount of rebates from 2013 - 2015 of \$80,537.59. In 2016, \$46,808 was rebated back to W & B. In 2017, \$44,985.28 was rebated back to W & B Service Company bringing the total amount of rebates to \$172,330.87.

W&B still has \$27,669.13 left to receive for their 2018 rebate. This will bring their total to \$200,000 and close out their incentive.

##### **SWH Duncanville, LLC (Hampton Inn & Suites):**

In 2016, the DCEDC approved a \$45,000 economic development performance agreement with SWH Duncanville, LLC for the cost of City of Duncanville development fees for a new Hampton Inn and Suites Hotel. The fees will be rebated back to SWH once they are paid to the City of Duncanville.

Construction for the new Hampton Inn and Suites Hotel is in process. The hotel will sport the latest Hampton look and will be located on I-20 east of Main Street. The hotel will offer 101 rooms, an indoor pool, and a meeting area. The hotel is scheduled to open mid to late 2019.

##### **Ten Hagen Excavating, LLC:**

In 2017, the DCEDC approved a \$48,000 economic development performance agreement with Ten Hagen Excavating, LLC to assist with the cost of a masonry screening wall for its new corporate headquarters. The DCEDC made the final payment to Ten Hagen Excavating, LLC in 2018 and the grant is complete.

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### **730 E. I-20 Property:**

The DCEDC purchased the property located at 730 E. I-20 in Duncanville for \$900,000 to repurpose the property.

### **DCEDC Community Development/Projects During 2018:**

Beautification - Total funds spent for FY 2018 efforts were \$136,621.

The Parks Department administers the beautification funds and the contracts associated with the funds.

The beautification funds were used for:

- Landscape maintenance at the City owned property located at 1700 S. Main Street (Fieldhouse);
- I-20 Corridor and Hwy. 67 grounds maintenance; and
- Landscape color change for City properties and parks.

Keep Duncanville Beautiful – Total funds spent for KDB efforts for FY 2018 were \$10,985.





**ITEM NO. 10**

**MEETING DATE:** Monday, January 28, 2019

**TITLE:** Discuss Conducting a Strategic Planning Session for the Duncanville Community and Economic Development Corporation (DCEDC).

**PRESENTED BY:** Jessica James, Director of Economic Development

**BACKGROUND/HISTORY:** The Board and Staff will discuss proposed dates and times for the DCEDC Strategic Planning Session. This date will serve as the date for the Session as well as the DCEDC Regular meeting.





# AGENDA BACKGROUND

**ITEM NO. 11**

**MEETING DATE:** Monday, January 28, 2019

**TITLE:** Receive Staff and Board Reports.

**PRESENTED BY:** Jessica James, Director of Economic Development

**BACKGROUND/HISTORY:** Ms. James will provide an update to the Board at the meeting. The Business and Events Activity Updates are presented monthly to provide progress reports, development updates, and business updates.