



Duncanville Community and Economic Development Corporation
Special Meeting Agenda
City of Duncanville – ANNEX Building (103)
103 E. Wheatland Rd
Duncanville, TX 75116
(972) 780-5000

AMENDED
Monday, March 9, 2026, 6:00pm

The Duncanville City Hall is accessible to people with disabilities. If you need assistance in participating in this meeting due to a disability as defined under the ADA, please call 972-780- 5017 or email city.secretary@duncanvilletx.gov at least three (3) business days prior to the scheduled meeting to request an accommodation.

As authorized by Section 551.071 through 551.090 of the Texas Government Code, this meeting may be convened into closed Executive Session for the permitted exceptions under the Texas Open Meetings act, including seeking confidential legal advice from the City Attorney on any item on the agenda at any time during the meeting. The City of Duncanville reserves the right to reconvene, recess or align the Regular Session or Executive Session or order of business at any time prior to adjournment.

Agendas are subject to alteration and revision up to and no later than 3 business days prior to the posted meeting time.

To view the live meeting or previous meetings click on the link below.
<https://www.youtube.com/@CityofDuncanvilletx>.

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

1. CITIZEN’S PUBLIC FORUM

To submit a comment via email and for your comments to be read, the following information is required:

Submit a comment by 4:00 p.m. Monday, March 9, 2026

Email Eco@duncanvilletx.gov

Email title: Public Comment – 03/09/2026

First and Last Name; and address.

2. APPROVAL OF DCEDC DECEMBER 15, 2025 MEETING MINUTES

A. Receive and consider approval of the meeting minutes for the December 15th Special DCEDC Meeting.

3. BOARD MEMBER REPORTS

4. DIRECTOR'S REPORT

5. CONSENT AGENDA

- A. No Items.

6. PUBLIC HEARINGS

- A. Conduct a public hearing to consider an economic development incentive request from Mejia & Company Consulting for Project Fouts, a multifamily residential site located within the 300 Block of Fouts Avenue in Duncanville, TX.

7. ACTION ITEMS

8. BRIEFINGS AND PRESENTATIONS - NO ACTION OR DELIBERATION WILL TAKE PLACE ON THESE ITEMS

- A. Briefing on Texas Fadz Barber School & Retail Supply Store acquisition and business expansion located at 1014 S. Main Street.
- B. Provide a Quarterly Briefing on Development Pipeline Projects and Real Estate Transactions
- C. Briefing and update on the status of the Signage Grant awarded to Take Out Burgers restaurant located at 795 W Wheatland Rd on September 8, 2025, in the amount of \$3,800.

9. OTHER BUSINESS

- A. Discuss and consider approval of the FY 2026-2027 DCEDC Budget Calendar

10. EXECUTIVE SESSION

In accordance with the Texas Government Code, the DCEDC shall convene into closed executive session pursuant to the following section: Section 551.087 (2) – Deliberation Regarding Economic Development Negotiations, to deliberate the offer of a financial or other incentive to a business prospect.

- A. In accordance with the Texas Government Code, the DCEDC shall convene into closed executive session pursuant to the following section: Section 551.072 to deliberate the purchase, exchange, lease of real properties, being located east of Santa Fe Trail, north of Daniieldale Road, west of Cockrell Hill Road, and south of Camp Wisdom Road.
- B. The DCEDC shall convene into Executive Session pursuant to Section 551.071 (Consultation with Attorney) to deliberate and receive legal advice regarding the Corporation's legal services contract, including review and discussion of scope of services, legal services consolidation plans for the City and related legal matters.

11. RECONVENE INTO OPEN SESSION

12. TAKE ANY NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION

ADJOURNMENT

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located outside the entrance to the City of Duncanville City Hall, next to the entryway doors, a place convenient and readily accessible to the general public, as well as to the City's website www.duncanvilletx.gov and said Notice was posted **by** the following date and time: **Tuesday, March 3, 2026 , by 5:00 P.M.** and remained posted for at least two hours after said meeting was convened.

Marlon Goff
Interim Director Economic Development

Duncanville Community & Economic Development Corporation
 Meeting Date: December 15, 2025
 Meeting Commencement: Duncanville Fieldhouse, 1st floor Meeting Room

Attendance

Member Name	Present	Absent
<i>Tammi Abney</i>	✓	
<i>Derwin Broughton</i>	✓	
<i>Patrick Harvey</i>	✓	
<i>Donella Payne</i>	✓	
<i>Tonya Savage</i>		✓
<i>Carolyn Thompson</i>	✓	
<i>Gregory Zylka</i>	✓	

Staff Name	Staff Title
Victor Barrera	Director Economic Development
Marlon Goff	Assistant Director Economic Development
Marcela Perez	Coordinator Economic Development
Shamondra Lane	Executive Assistant Economic Development
Richard Abernathy	Interim City Manager
Mark Raucher	Assistant City Manager for Community
Brandon Shelby	Attorney

Call to Order: called to order by President Harvey and 6:06 pm.

Invocation: given by President Harvey.

The Pledge of Allegiance to the U.S. and Texas Flags were led by Assistant Director Goff and recited by all.

CITIZEN’S PUBLIC FORUM

To submit a comment via email and for your comments to be reviewed by the Board, the following information is required:

- Submit a comment by 4:00 p.m. on Monday, December 15, 2025
- Email: Shamondra.lane@duncanvilletx.gov
- Email Title: Public Comment – 12/15/2025
- First and Last Name and Address

No email or in-person public comment received.

APPROVAL OF MEETING MINUTES FOR THE FOLLOWING MEETINGS:

A. Approval of Meeting Minutes for the October 27, 2025 and November 17, 2025 DCEDC meetings.

- i. Board suggested formatting updates to October 27th meeting minutes for agenda items tabled.

Motion to accept the October 27, 2025 minutes with edits and November 17, 2025 as presented made by Derwin Broughton, seconded by Tammi Abney.

- o Action: Motion passed 6-0-0 (Yea-Nay-Abstain)

BOARD MEMBER REPORTS

- a. Board Member Zylka commented on the Holiday Lights in the Park Event. Well attended event, family-friendly atmosphere, great drone show.
- b. Suggestions that electric power service drops for food truck/vendor areas to eliminate generator noise and reduce potential safety hazards with cords on the ground.
- c. Ambassador Visit – Ollie’s 410 E. Camp Wisdom Road
 - i. Manager was positive about being in Duncanville, sales are strong, store is well-decorated, and limited loss prevention.
- d. President Harvey gave kudos for how he was treated at the event as a participant in the parade.

DIRECTORS’ REPORT

- a. Director Barrera mentioned Celebrate Duncanville, January 16th, 6:30-9:30 p.m. Staff will email board to confirm attendance for table purchased.
- b. Ms. Savage’s birthday is acknowledged.
- c. Assistant Director Marlon Goff presented examples of routine reports to the board to provide financial info from Finance and Partners while asking for feedback on types and frequency. (ex. Economic Development Funding Report, Grant Tracking, Sales Tax, Main Station, & STAR Transit Ridership)
 - i. *President Harvey & Greg Zilka stated it is appreciated and would like to see it continued.*
- d. Kim & Jenny’s video was presented for the Champion’s at Work segment.
 - i. *Positive comments were expressed about how the business’ stories communicate well.*

CONSENT AGENDA

- o No Items.

PUBLIC HEARINGS – opened 6:39pm

- A. Conduct a Public Hearing and Consideration of Resolution 202510-39, Approving an Economic Development Incentive Agreement Between the City of Duncanville Community and Economic Development Corporation (DCEDC) and Parklane Investments, LLC d/b/a Corinth Properties for Improvements at 918 East Highway 67, Duncanville, Texas. This agreement provides for the sharing of the City's Sales Tax Revenues generated by Bojangles for an amount not to exceed \$150,000 or five years, whichever comes first, beginning upon issuance of the 7. Certificate of Occupancy, to offset extraordinary site development and drainage improvement costs.

a. *John Dickie, Corinth Properties, was available for any questions the Board might have.*

Motion to approve Resolution 202510-39 an Economic Development Incentive Agreement Between the City of Duncanville Community and Economic Development Corporation (DCEDC) and Parklane Investments, LLC d/b/a Corinth Properties for Improvements at 918 East Highway 67, Duncanville, Texas first by Derwin Broughton, seconded by Carolyn Thompson.

- o Action: Motion passed 6-0.

PUBLIC HEARINGS – closed 6:59pm

BRIEFINGS AND PRESENTATIONS

- A. Update on the Design Grant Program, Including Outreach Session and Online Incentive Grant Applications
- a. Marcela Perez provided update on the Grant Program. Two information sessions scheduled for businesses were held – November 18th & November 20th
 - b. Program launched December 1st – 100% online.
 - c. Board provided feedback and considerations for the application process (input information)
- B. Discuss a proposed date for the Annual Joint Meeting with the City Council Pursuant to Current DCEDC Bylaws & Proposed Amendments
- a. Proposed Date: Monday January 26, 2026 @ 6:00pm – Duncanville Senior Center
 - b. Discussion and roles between DCEDC & City Council (ex. procurement, policies, and municipal corporation)
- C. Status Update on Coordination of a Joint Meeting with the Tax Increment Financing Board (TIF) to discuss Economic Development Initiatives.
- a. Proposed Date: Monday January 26, 2026 @ 6:00pm – Duncanville Senior Center
 - b. Collaborate on implementing the Comprehensive Plan
 - c. Update the Project & Financing Plan and review targeted areas within the district

- d. President Harvey suggested to Members to re-review the Comprehensive Plan
- e. Greg Zylka suggested a separate business meeting to review grant/applications decisions.

D. Overview of Proposed Economic Development Advisory Services with Catalyst Commercial

- a. Director Victor Barrera proposed a Professional Services Consultant regarding Project-specific scopes.
- b. Jason Clunch, Catalyst Commercial was available for questions and remarks.
 - o *No action taken.*

OTHER BUSINESS

A. Discussion and Possible Action on Resolution No. 2025-10-40 Updating the DCEDC Regular Meeting Schedule and Increasing Meeting Frequency, Pending City Council Approval

Motion to table, Resolution No. 2025-10-40 Updating the DCEDC Regular Meeting Schedule and Increasing Meeting Frequency, first by Tammi Abney, seconded by Donna Payne.

- o Motion: passed 6-0
- o Action: tabled to ensure full board discussion

EXECUTIVE SESSION: called to order by President Harvey and 7:49pm.

EXECUTIVE SESSION: closed to order by President Harvey and 8:27pm.

RECONVENE INTO OPEN SESSION: called to order by President Harvey and 8:27pm.

NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION:

- o No action taken

Meeting Adjourned by President Harvey at 8:28pm.



STAFF REPORT

MEETING: Community and Economic Development Corporation - March 9, 2026

TITLE:

Conduct a public hearing to consider an economic development incentive request from Mejia & Company Consulting for Project Fouts, a multifamily residential site located within the 300 Block of Fouts Avenue in Duncanville, TX.

Vision Statement:

“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”

Pillar:

Resilient Economic & Community Development

STAFF RESPONSIBLE:

Marlon Goff

BACKGROUND/HISTORY:

The Duncanville Community & Economic Development Corporation (DCEDC) has received an incentive application from Mejia & Company proposing a mixed-use redevelopment of the 100 block of Fouts Avenue. The project, referred to internally as **Project Fouts**, encompasses (28) parcels with a current aggregate appraised value of \$8,278,940 and generating approximately \$50,901 in annual City ad valorem revenue.

The Developer proposes a phased rehabilitation and redevelopment of the site to include multifamily residential units and approximately 12 commercial units. Phase I is projected for completion in Q2 2031, with a total estimated capital investment of \$11,596,050 as documented in a construction analysis prepared by **1750 Construction LLC** (McAllen, Texas) dated **July 2, 2025**. The construction analysis is based on an estimated 120,000 square feet and utilizes high-end estimates to produce a conservative budget; subcontract quotes are preliminary and subject to market volatility.

The Developer is requesting **\$3,160,000 in DCEDC funding** and a separate **\$3,000,000 contribution from the City of Duncanville**, structured as a performance-based reimbursement over a five-year payout period. The incentive request is intended to

offset eligible rehabilitation and site improvement costs, including exterior improvements, roofing, MEP systems, public infrastructure, and pedestrian amenities.

This item is presented to the DCEDC Board for consideration. Staff analysis, fiscal impact projections, and a recommendation are set forth in the attachments and agenda packet.

POLICY EXPLANATION:

This proposal and request for incentives will give the DCEDC Board and governing body an opportunity to discuss policy implications or policy development for residential rehabilitation projects of this nature.

FUNDING SOURCE:

ORG and Object Number
N/A

Available Budget	Purchase Amount	After Encumber
N/A	N/A	N/A

ACTION ALTERNATIVES:

- 1. Approve.
- 2. Disapprove
- 3. Other actions as directed by Council.

ATTACHMENTS:

ProjectFouts-Fain-01152026_compressed, Staff_Proposal Analysis

Project Fouts

Duncanville, Texas

City of Duncanville

Revitalization & Redevelopment Catalyst Project

Project Narrative

- **The Fouts Avenue Project** represents a transformative mixed-used redevelopment effort in the heart of Duncanville, Texas. Strategically positioned along E. Wheatland Road and Fouts Avenue, this project will convert several underutilized parcels into a vibrant, pedestrian-oriented hub of residential, commercial, and urban landscape design. Anchored by thoughtfully redesigned apartment housing, this development aligns with the City of Duncanville's long-term goals to activate urban corridors, increase housing diversity, and stimulate economic vibrancy through strategic placemaking.

Economic and Community Impact

- **Neighborhood Stabilization** by introducing new high-quality housing in a transitional corridor at market rate.
- **Walkability and Pedestrian Safety** through enhanced wide sidewalks, ramps, visual crosswalks, and pedestrian zones.
- **Tax Base Expansion** through the improvement of taxable residential and commercial property values in a revitalized corridor.
- **Community Identity** made possible through the establishment of a design-forward, walkable living space that enhances Duncanville's civic pride and identity.

Policy Alignment

City of Duncanville & Duncanville EDC

- **Based on the City of Duncanville Comprehensive Plan (“Destination Duncanville”)** the project aligns with one of its six code *Guiding Principles to develop strategies to accomodate future growth and revitalize targeted areas.*
- Page 51 of the **Future Land Use Plan (FLUP)** identifies this site as an opportunity area which will fulfill, infill activation, sidewalk and streetscape connectivity, and blending housing into existing urban fabric.
- **Administered by the Duncanville EDC**, Type B sales tax funds (4B Funds) support projects that promote economic development, including infrastrcutre, housing, and quality of life improvements.
- **Chapter 380 Agreements** can be used to reimburse eligible costs and provide grants to support all public infrastructure related to sidewalks, landscaping, parking, crosswalks, streetscaping, et. al.

City of Duncanville

Private-Public Partnership (P3)

The Fouts Avenue Revitalization Initiative is a model public-private partnership (P3) between the City of Duncanville, Duncanville EDC, and Fain Family First Ltd., a local ownership group committed to investing in the city's urban core.

- **The private partner**, Fain Family First Ltd., will finance and construct a high-quality multifamily development on privately owned land, contributing to housing inventory, retail space, and property tax revenue.
- Fain Family First Ltd., will fund and execute offsite improvements that directly enhance public infrastructure and work collaboratively with the City of Duncanville and the Duncanville EDC to integrate public design standards, accessibility, and beautification elements.
- **The public partner**, City of Duncanville and Duncanville EDC, will support project feasibility through planning coordination, funding tools (e.g., 4B Funds, Tax Reinvestment Zone, Chapter 380 Agreements, et. al.)

Proposed Terms

Phase I: Duncanville EDC

Mejia & Company recommends that, should the Duncanville Economic Development Corporation (EDC) choose to be a participating entity in supporting Project Fouts, fulfilling the proposed **\$3,318,000 incentive package for façade, roofing, and exterior improvements, the EDC can expect to realize a return on investment (ROI) of approximately 122% from sales tax revenues alone over a 10-year period.**

To maximize community impact, the City of Duncanville and the EDC should structure a 10-year performance agreement with the developer and collaborate on public amenities outlined in the plans. These improvements are key to activating the “Market Days” concept in partnership with the City, EDC, or Chamber of Commerce.

Terms: 5-Year

Payout: Reimbursement

Proposed Terms

Phase I: Duncanville EDC

Performance-Based Incentive

- The Duncanville EDC shall reimburse the Developer up to a maximum amount of \$3,318,000 for the following **eligible expenditures**:
 - Exterior façade, architectural enhancements, parking lot repair, landscaping improvements, energy-efficient lighting upgrades, mechanical, electrical, and plumbing system upgrades (e.g., targeted infrastructure), and roof upgrades.
 - Any additional improvements must be approved in writing and incorporated in the project's scope of work.
- **No advance payments shall be made to the developer and reimbursement shall occur only after the completion of all improvements, submission of completed documentation, city inspection, verification, and written acceptance.**

Proposed Terms

Phase I: Duncanville EDC

Performance-Based Incentive

- Upon approval of the performance-based incentive agreement, Fain Family First Ltd., the Developer, shall produce and present completed construction documents and architectural plans to the Duncanville EDC to approve the commencement of the development project.
- The Developer shall construct all improvements in compliance with City-approved plans.
- The property shall be maintained in good standing and free of City code violations, as well as current on all City, County, and State taxes, fees, and assessments.
- The Development shall provide both residential and commercial spaces.
- The phase I of the project shall be completed no later than Q2 of 2031.

Project Fouts

A P3 Project to Support Revitalization & Redevelopment in
Duncanville, Texas.

CAPEX Overview & Economic Impact

Project Fouts - Phase I

- Total CAPEX is estimated to be **\$7,748,000**
 - EDC eligible expenses are estimated to be **\$3,318,000**
 - Public investments include landscape, hardscape, pedestrian amenities, public infrastructure, exterior façade, roof improvements, partial soft costs, et. al.
- Total Indirect Jobs: 26 Jobs
- Projected Economic Impact upon Project Completion:
 - Ad Valorem: \$89,687 Annually
 - Sales Tax: \$294,557 Annually



Duncanville
Police
Department

Reed Middle
School

Wheatland Plaza

Every Season
School Supply



HOT ROLLED STEEL PLATE

JAMES HARDIE SHINGLES



GABION WALL

RAMP FOR PEDESTRIAN ACCESS |

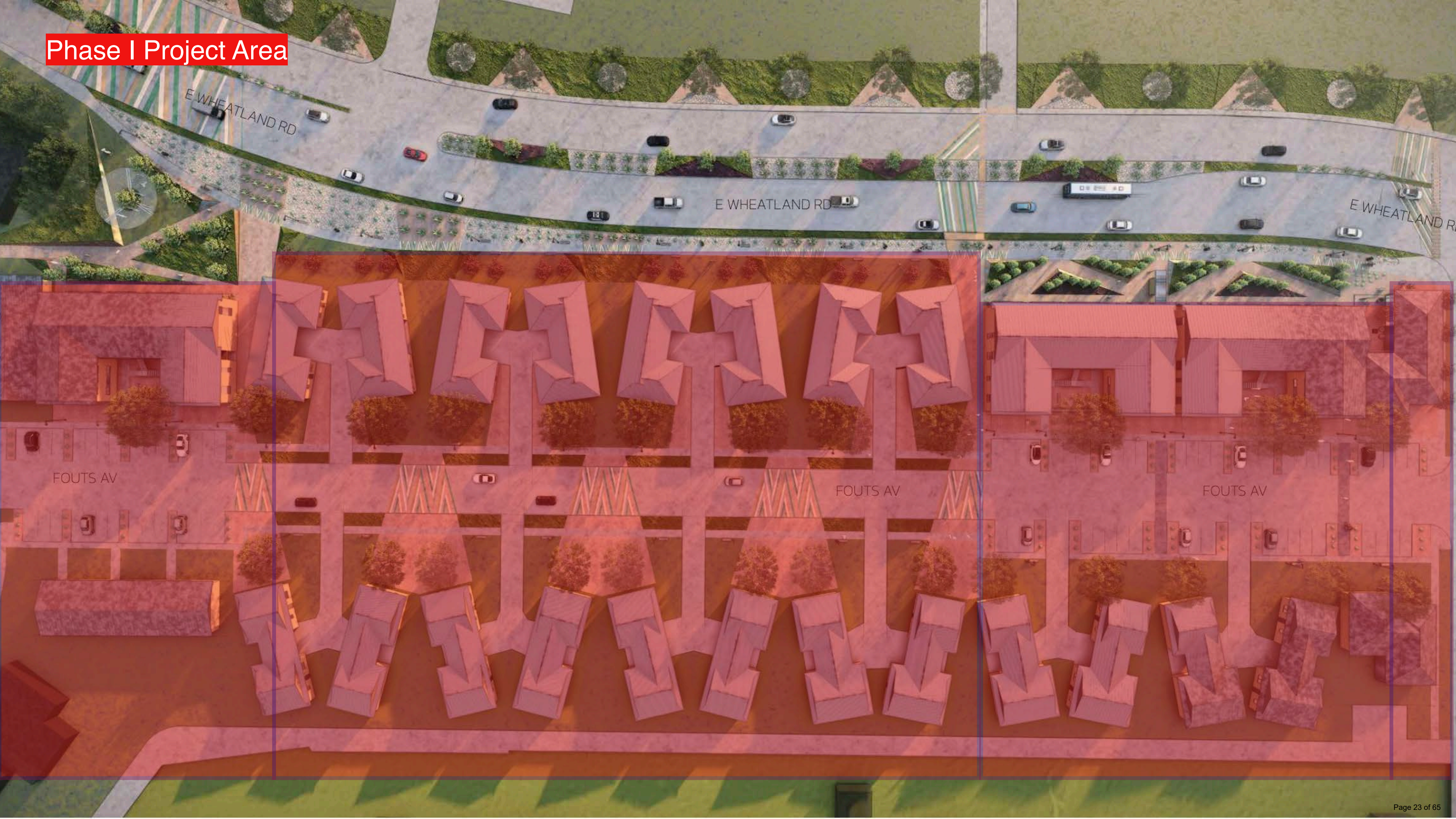
| PEDESTRIAN CROSSWALK

| CUSTOM GRAPHIC DESIGN

| STEEL PLANTER - NATIVE PLANTINGS



Phase I Project Area



Development Details

- Site Location: Fouts Ave. Duncanville, Texas
- Approximately 12 Month Timeline
- Ad Valorem:
 - 28 Parcels - \$8,278,940 Appraised Value
 - 2025 City of Duncanville - \$50,901.74
- Site Features:
 - Apartment Units
 - Approximately 12 Commercial Units
 - Duplex & Triplex Units
 - Property Management Company
 - Shared Amenities for Residents



Real Estate Market in Duncanville, TX

Source: CoStar, as of December 2026

121 Homes Listed for Sale 7.83% Increase from Prior Month	Asking Rent/SF: ±\$1.55	2036 Projection Rent/SF: ±\$2.01	10% Rental Vancacy Rate
Average Apartment Rent \$1,450	14% Vacancy Rate in Older Buildings	-49% YtoY Construction Activity	Asking Rent/SF (CRE): ±\$20.00 plus NNN

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Project Fouts – Staff Analysis

This preliminary analysis examines the business case for a public incentive request submitted by Mejia & Company for a mixed-use redevelopment within the 100 block of Fouts Avenue in Duncanville, Texas. The Developer is **requesting \$3,318,000 in DCEDC funding** as reimbursement for rehabilitation and site improvements on the privately-owned site.

FINANCIAL OVERVIEW

Component	Detail
Developer / Applicant	Mejia & Company
Site Location	(100 Block) of Fouts Avenue, Duncanville, Texas (28 Parcels)
Current Appraised Value (28 Parcels)	\$8,278,940
Current City Ad Valorem Revenue	\$50,901.74 annually
Total Estimated CAPEX (Phase I)	\$7,748,000
DCEDC Incentive Request	\$3,318,000
Proposed Incentive Structure	Performance-Based Reimbursement (5-year payout)
Development Type	Multifamily residential with commercial component
Projected Completion (Phase I)	Q2 2031

Source: Mejia & Company, Project Fouts Proposal, January 15, 2026

PROPOSED SCOPE OF WORK

Scope Item	Amount
Site Preparation and Demolition	\$150,000
Earthwork and Grading	100,000
Foundations and Concrete	300,000
Structural Framing	350,000
Exterior Walls and Finishes	1,100,000
Roofing (Standing Seam Metal Roof)	1,610,000
Windows, Doors and Glazing	\$450,000
Interior Buildout (Units and Common Areas)	\$1,600,000
MEP system upgrades (targeted infrastructure)	\$1,200,000
Pedestrian amenities (crosswalks, ramps)	\$800,000
Public Infrastructure (sidewalks, street parking, utilities)	\$1,150,000
Gabion Walls and Architectural Steel Elements	\$300,000

General Conditions, Contingency and profit	\$980,000
Total Capital Investment	\$11,596,050
Total DCEDC Request	\$3,318,000

Note: See July 2, 2025, construction analysis (submitted by 1750 Construction, LLC.)

Key Concerns

1. Consistency with DCEDC Statutory Authority

- DCEDC is a Type B EDC under Texas LGC Chapter 505; historical funding has focused on commercial/retail recruitment, job creation, and public infrastructure.
- Project Fouts is fundamentally a **multifamily residential rehabilitation project** — roofing, windows, facade, and MEP improvements to existing structures on privately-owned parcels.
- Residential rehabilitation has **not been funded through DCEDC sales tax dollars historically** and is more typically supported through CDBG, HUD HOME, TDHCA, or LIHTC programs.

2. Unresolved Land Use and Zoning Questions

- The proposal references ~12 commercial units, but the Developer **has not consulted the City Planning Department** to confirm whether mixed-use commercial is permitted under current zoning.
- Introduction of commercial uses may require a zoning change, SUP, PD district approval, site plan review, and compliance with parking, setback, and design standards.
- Staff **cannot evaluate sales tax revenue projections** without a zoning determination or a LOI from a prospective commercial tenant.

Unresolved Land Use and Zoning Questions

The Project Fouts proposal references "approximately 12 Commercial Units" as part of the mixed-use development program. The Developer **has not** consulted with the **City of Duncanville Planning Department to confirm** whether commercial **mixed-use is permitted under the current zoning** designation applicable to the Fouts Avenue parcels.

The existing site is a residential apartment complex. Introduction of commercial uses - including a leasing office, retail, or other commercial tenants - **may require the following:**

- A zoning change or Special Use Permit (SUP)
- Planned Development (PD) district approval
- Site plan review and approval by the Planning & Zoning Commission
- Compliance with parking, setbacks, landscaping, and building design standards applicable to commercial uses

The commercial component of this project is **highly speculative at this stage**. Staff cannot evaluate the economic impact of the commercial uses - including the **sales tax revenue projections** cited in the Mejia & Company analysis - **without an LOI** from a prospective **commercial tenant** or confirmation from the Planning Department that the proposed uses are permissible.

3. Uncertainty Regarding Impact on Assessed Value

- The proposal projects annual ad valorem revenue of \$89,687 post-completion vs. the current \$50,901.74 — but cosmetic and building-envelope rehabilitation may not produce proportional value increases.
- DCAD appraises multifamily properties on an **income approach**; appraised value will depend on NOI improvements, not capital improvements alone.
- The Developer **has not submitted a pro forma** with projected rents, vacancy assumptions, or operating expenses. The current Duncanville multifamily market reflects ~10% vacancy and ~\$1,450/month average rents (CoStar, 2026).

PROJECTED FISCAL IMPACT (AS SUBMITTED)

Staff notes these projections are unverified and subject to the material assumptions and uncertainties identified above.

Fiscal Impact Category	Projected Amount
Ad Valorem Revenue (Annual, post-completion)	\$89,687
Sales Tax Revenue (Annual, post-completion)	\$294,557
Indirect Jobs Created	26 jobs
Projected EDC ROI (10-year, sales tax only)	~122%
DCEDC Incentive Request	\$3,318,000

Staff Recommendation

Project Fouts presents a potentially significant revitalization opportunity for the Wheatland/Fouts Avenue corridor, and staff acknowledges the Developer's commitment to investing in the city's urban core. However, **as currently submitted, staff does not recommend approval**. The following unresolved issues prevent a favorable recommendation:

- The proposed scope is primarily **residential rehabilitation**, not historically funded through DCEDC Type B sales tax dollars and typically supported through federal CDBG or HUD-administered housing programs.
- The **commercial mixed-use component is speculative** without a zoning determination confirming permissible uses on the subject parcels.
- **Fiscal impact projections** rest on unverified assumptions that may not withstand scrutiny under DCAD's income-based appraisal methodology.
- The reimbursement request **lacks a detailed line-item construction budget**, making it impossible to evaluate the reasonableness of the requested amount.

The Board should consider developing an **urban housing policy** establishing funding priorities for projects of this scope, subject to a legal permissibility determination under Type 4B EDC authority. Such a framework would provide clearer guidance to future applicants and ensure any public investment in residential rehabilitation is consistent with DCEDC's statutory authority and strategic objectives.



STAFF REPORT

MEETING: Community and Economic Development Corporation - March 9, 2026

TITLE:

Briefing on Texas Fadz Barber School & Retail Supply Store acquisition and business expansion located at 1014 S. Main Street.

Vision Statement:

“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”

Pillar:

Re-Imagine: High Quality of Life

STAFF RESPONSIBLE:

Marcela Perez

BACKGROUND/HISTORY:

Project Overview

The Texas Fadz Barber Academy business expansion project includes acquisition and renovation of a vacant 2,520 SF commercial building at **1014 S. Main Street**, that will reposition the property as an attractive, active business which will positively contribute to the revitalization of the city's high-traffic South Main street corridor.

- This business expansion project will deliver (16) student stations, a retail barber and cosmetology supply store (Midas Touch) and an online retail component — creating a **multi-revenue-stream** business at a vacant commercial property on the South Main St. corridor.
- The school enrolls an average of (90) students annually at \$6,100 average tuition, with approximately 40 students and (30) walk-in customers present on-site daily.

The acquisition cost at \$380,000, together with design, engineering, and construction costs estimated at \$380,000, equal a **total project cost of \$760,000.**

Fiscal Impact to the City

- The current **vacant building** generates \$1,397 annually in City ad-valorem property tax on a \$232,770 assessed property value.
- **Post-construction** estimated **assessed value** increases to approximately \$767,250, yielding \$4,604 in annual property tax plus \$756 in business personal property tax on barber equipment and retail fixtures.
- Taxable retail sales (Midas Touch: **Retail counter & online store**) are estimated to generate \$2,100 in **annual sales tax revenue** at the City capture rate.
- Total adjusted annual direct fiscal revenue to the City is estimated at **\$7,446**, representing an **incremental gain of \$6,049** over the current baseline.

Local Economic Impact

- Beyond direct fiscal revenue, the academy is estimated to generate approximately **\$213,200 in annual local trade area spending** captured within Duncanville from students, employees, and walk-in customers — producing an estimated \$4,264 in **secondary sales tax at local retailers**.
- Combined direct and indirect **estimated annual economic contribution** to the local tax base: approximately \$10,600.

Workforce Development

Over 500 students have graduated from the school since 2019. Approximately 75% of the student population is made up of students living in Duncanville, graduating from Village Tech or Duncanville High Schools. Over 20 students have gone on to open their own barbershops, with 2 here in Duncanville.

Midas Touch co-owner, long-time Duncanville resident, and class of Duncanville High School 2023 graduate, Cristian Rivera, enrolled at Texas Fadez Barber Academy at 16 years old and is now an instructor and entrepreneur.

Texas Fadez is also a Certified Texas Workforce Vendor for the Vocational Rehabilitation program.

Community Impact

Throughout the year, Texas Fadez host's multiple free backpack and haircuts events for local students, and youth with special needs. Barber Academy students also visit homeless shelter locations to volunteer their time to provide free haircuts for homeless individuals.

Established Duncanville Property Owner and Entrepreneur

Owner, Founder, and Instructor, Juan Trejo, established Texas Fadez Barber Academy in Duncanville in 2019 at 1210 S Main Street, following the success of Texas Fadez Barbershop at 212 N Main Street, which opened in 2015. Mr. Trejo boasts more than a decade as a Licensed Barber, Business Owner & Industry Leader.

Mr. Trejo is responsible for recruiting several businesses to Duncanville including Fruta Loca, an authentic Mexican fruiteria, at his property located at 212 N Main Street, and DummyFresh Hats and Apparel, which recently relocated to its second Duncanville location at Wheatland Plaza.

POLICY EXPLANATION:

FUNDING SOURCE:

ACTION ALTERNATIVES:

ATTACHMENTS:

1014 S Main Grant Request, Midas Touch Retail Store Rendering, Midas Touch Retail Sales, Texas Fidez Annual Revenue Calculations, Texas Fidez Grant Cost & Benefit Analysis, Barber School Zoning, Retail Zoning

TEXAS FADEZ BARBER ACADEMY INC.
1014 S. Main Street | Duncanville, TX 75137
214-516-4287 | juantrejo87@icloud.com

February 23, 2026

Ms. Marcela Perez
Economic Development Coordinator
Duncanville Community & Development Corporation

Dear Ms. Perez,

Thank you for considering our request for grant assistance toward the improvement of this property for our barber school.

We are working under a firm deadline to close on the property on or before **April 30, 2026**, and we appreciate the opportunity to provide additional information to support your review.

Attached are our plans outlining both exterior and interior improvements. These upgrades include the construction of a modern storefront and parking lot enhancements designed to improve visibility, pedestrian access, and overall curb appeal. Our goal is to reposition the property as an attractive, active business that contributes positively to the city's commercial corridor.

Workforce Development & Education

- We enroll an average of 90 students annually.
- Our average daytime population includes approximately 40 enrolled students and 30 daily customers.
- Each student invests an average tuition of \$6,100, generating consistent economic activity within Duncanville.
- Our students spend substantial time in the city throughout their training, supporting surrounding businesses.

Sales Tax & Retail Expansion

In addition to educational services, we generate sales tax revenue. We will incorporate a retail barber supply store **Midas Touch Grooming Supplies and Cosmo Supplies** offering professional barbering, hairstyling, and grooming products, as well as branded apparel. We will also support online retail sales, expanding our taxable revenue base.

Job Creation & Business Growth

Our program prepares students not only in technical skills, but also in entrepreneurship, financial responsibility, and business ownership. Many graduates go on to open shops, rent booths, and contribute to the broader local economy.

Community Inclusion

We are committed to serving the entire community by offering haircut services tailored for individuals on the autism spectrum and those with disabilities, creating a welcoming and inclusive environment for all residents.

Our mission is to establish a long-term presence in Duncanville that strengthens workforce development, increases taxable revenue, improves property value, and supports the city's economic vitality.

We are proud to invest in Duncanville and look forward to continuing to grow here.

Thank you for your time and consideration.

Sincerely,

JC Trejo



SITE PLAN CONCEPT DETAIL
 1014 S MAIN STREET, DUNCANVILLE, TEXAS

Options
 real estate
 972.283.1111
 OPTIONSRE.COM

351 W JEFFERSON
 BOULEVARD, SUITE 601
 DALLAS, TEXAS 75208
 214.293.3498
 THRASHERWORKS.COM



2701 SUNSET RIDGE DRIVE, STE 303
 ROCKWALL, TEXAS 75032
 FIRM REGISTRATION NO. 10194366



BARRY S. RHODES Registered Professional Land Surveyor (214) 326-1090
 This is to certify that I have, this date, made a careful and accurate survey on the ground of property located at 1014 S. MAIN STREET, in the city of DUNCANVILLE, DALLAS County, Texas.

STATE OF TEXAS:
 COUNTY OF DALLAS:

Being all that certain lot, tract or parcel of land situated in the Anderson Slayback Survey, Abstract No. 1299, City of Duncanville, Dallas County, Texas, being the same land described in deed to Timothy R. Klesmit and wife, Diana L. Klesmit, recorded in Volume 2000137, Page 2299, Deed Records, Dallas County, Texas (D.R.D.C.T.) and being more particularly described as follows:

BEGINNING at an "X" found for corner in the East line of S. Main Street, at the southwest corner of a tract of land described in deed to South Main Street Property LLC, recorded in Instrument No. 201800215396 (D.R.D.C.T.), at the Northwest corner of said Klesmit tract;

THENCE North 88 degrees 52 minutes 26 seconds East, a distance of 134.91 feet to a 5/8 inch iron rod found for corner in the South line of said South Main Street Property LLC, at the most Northerly Northwest corner of a tract of land described in deed to Cox Farms Market, Inc., recorded in Volume 95205, Page 3094 (D.R.D.C.T.);

THENCE South 00 degrees 57 minutes 00 seconds East, a distance of 129.63 feet to a 1/2 inch iron rod found at an "e11" corner of said Cox Farms Market, Inc. tract;

THENCE South 88 degrees 43 minutes 00 seconds West, a distance of 135.00 feet to a 1/2 inch iron rod found for corner in the said East line of S. Main Street, at the most southerly Northwest corner of said Cox Farms Market, Inc. tract;

THENCE North 00 degrees 54 minutes 37 seconds West, with the said East line of S. Main Street, a distance of 130.00 feet to the PLACE OF BEGINNING and containing 17,519 square feet or 0.402 of an acre of land.

MAG. NAIL FOUND
 (CM) MRD
 N.W. CORNER OF SOUTH MAIN STREET PROPERTY LLC
 INST. NO. 201800215396

SOUTH MAIN STREET PROPERTY LLC
 INST. NO. 201800215396

COX FARMS MARKET, INC.
 VOL. 95205,
 PG. 3094

S. MAIN STREET



COX FARMS MARKET, INC.
 VOL. 95205, PG. 3094

1/2" IRF
 (CM)
 MOST SOUTHERLY
 S.W. CORNER OF
 COX FARMS MARKET, INC.
 VOL. 95205, PG. 3094

Bearings shown hereon are referenced to the Texas Coordinate System of 1983, North Central Zone (4202), and are based upon the North American Datum of 1983 (NAD 83), 2011 Adjustment, Epoch 2010.



LEGEND

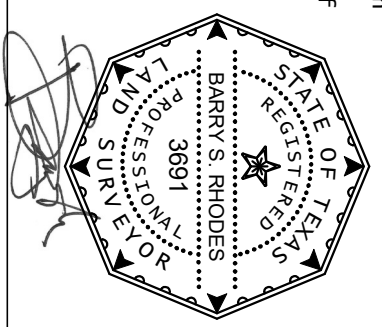
WOOD FENCE	---	IRON FENCE	---
CHAIN LINK	---	WIRE FENCE	---
BOUNDARY SETBACK	---	EM - ELECTRIC METER	EM
EXISTENT SETBACK	---	PE - POOL EQUIP	PE
CONTROLLING MONUMENT	---	PO - POWER POLE	PO
MRD - MONUMENT RECORD DIGITITY	---	TE - TELEPHONE	TE
FOUNT FOR CORNER	---	WM - WATER METER	WM
1/2" IRON ROD WITH CAP STAMPED	---	MANHOLE	---
BURNS SURVEYING SET	---	(UNLESS OTHERWISE NOTED)	
K-CUT FOUND OR SET (AS NOTED)	---		
FENCE POST FOR CORNER	---		
MONUMENT FOUND	---		
CABLE	---		
CLEAN OUT	---		
GAS METER	---		
FIRE HYDRANT	---		
LIGHT POLE	---		
MANHOLE	---		

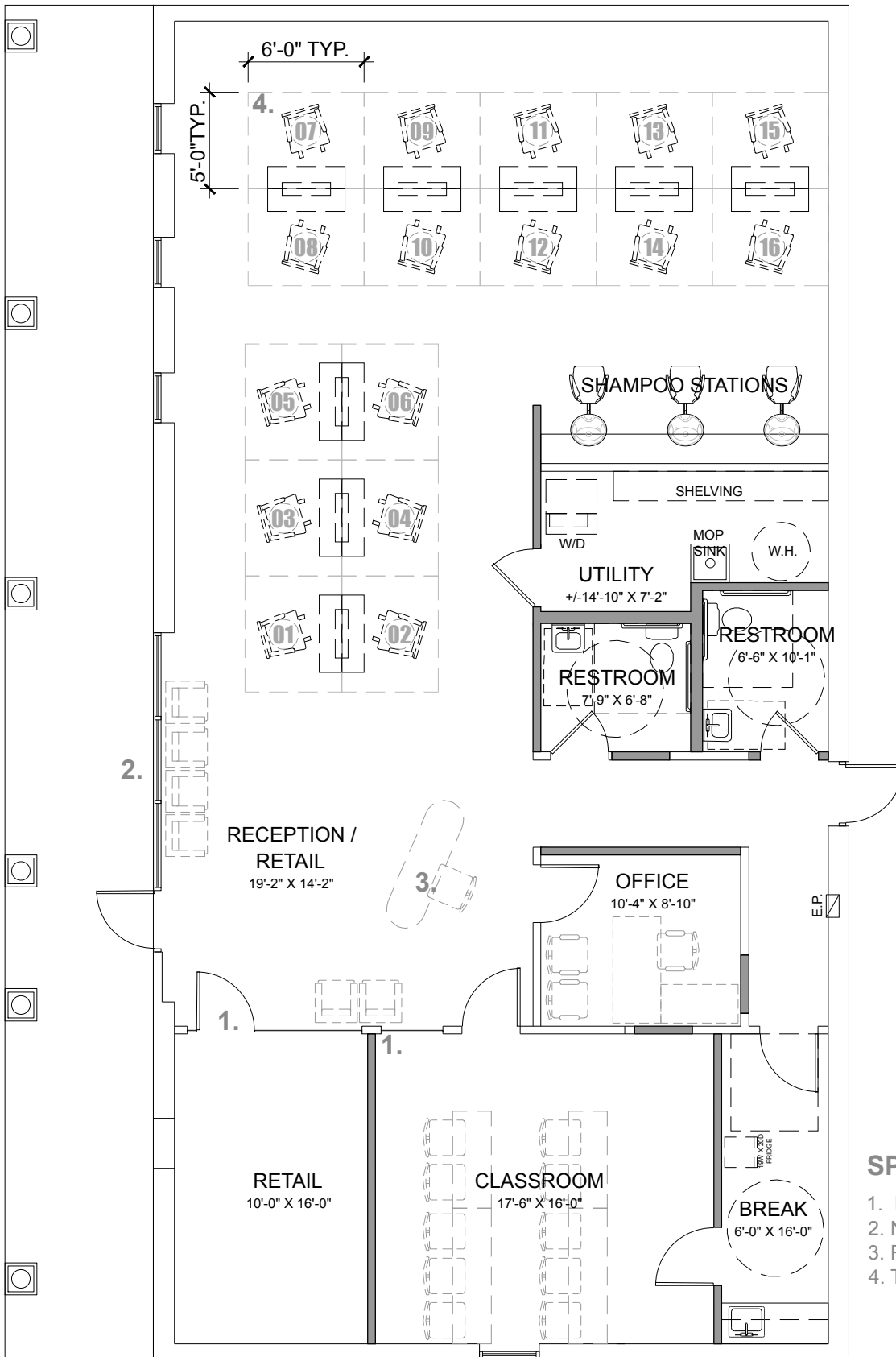
THIS CERTIFICATION DOES NOT TAKE INTO CONSIDERATION ADDITIONAL FACTS THAT AN ACCURATE TITLE SEARCH AND OR EXAMINATION MIGHT DISCLOSE.

This parcel depicted hereon is a true, correct, and accurate representation of the property as determined by survey; The lines and dimensions of said property being as indicated by the plat; The size, location, and type(s) of building(s) are as shown, all improvements being within the boundaries of the property setback from the property lines the distance indicated. TITLE AND ABSTRACTING WORK FURNISHED BY JUAN TREJO
 THERE ARE NO ENCROACHMENTS, CONFLICTS, OR PROTRUSIONS, EXCEPT AS SHOWN.

Scale: 1" = 20'
 Date: 12/09/2025
 G. F. No.: N/A
 Job no.: 202510584
 Drawn by: CMR

USE OF THIS SURVEY FOR ANY OTHER PURPOSE OR OTHER PARTIES SHALL BE AT THEIR RISK AND UNDERSIGNED IS NOT RESPONSIBLE TO OTHER FOR ANY LOSS RESULTING THEREFROM.
 THIS SURVEY WAS PERFORMED EXCLUSIVELY FOR
 JUAN TREJO





SPACE PLAN NOTES

1. Frameless glass wall system
2. New exterior storefront system
3. Reception Desk: furniture piece 60"x24"
4. Typical Station: 6'W x 5'D



NORTH

SCALE: 1/8" = 1'-0"

PRINT ON 8.5x11 SHEET

OPTION B.2

SPACE PLAN

1014 S Main Street, Duncanville
24 February 2026

Options
real estate
972-283-1111
www.optionsre.com

THRASHER WORKS
architecture design planning
Page 36 of 65

February 26, 2026

Breakdown of Costs & Grant Request Amount

1014 S. Main Street, Duncanville

Purchase Price of the Property - \$380,000

Design, Engineering & Construction Budget:

Parking lot landscaping & lighting upgrade - \$75,000

Demolition & Asbestos Abatement - \$25,000

Plumbing, Electrical & HVAC - \$70,000

Drywall & Paint - \$75,000

New Store Front - \$30,000

Flooring - \$15,000

Architect & Engineering - \$25,000

Contingency - \$35,000

Soft Costs - \$30,000

Total - \$760,000

Approximate appraised value 2,500 square foot building @ \$200 per square foot
\$500,000

Shortfall or gap - \$260,000

Grant Request \$200,000 paid up front at closing of loan



SUPPLY STORE CONCEPT DETAIL

1014 S MAIN STREET, DUNCAVILLE, TEXAS

MIDAS TOUCH SUPPLIES LLC

1014 S. MAIN STREET | DUNCANVILLE, TX 75137
469-662-9113 | midastouchsuppliesllc@gmail.com

February 24, 2026
Ms. Marcela Perez

Economic Development Coordinator
Duncanville Community & Development Corporation

Dear Ms. Perez,

As a proud Duncanville resident and graduate of Duncanville High School, our mission is to serve and strengthen the local barber and beauty community by providing high-quality tools, supplies, and support. We are committed to building lasting relationships with barbershops, salons, and independent professionals throughout Duncanville and the surrounding areas.

Our goal is not only to supply products, but to empower entrepreneurs, create opportunity, and contribute to the economic growth of our city – with a target of generating \$60,000 in revenue this year as we continue to expand and serve our community.

In addition, I am also a graduate of Texas Fadez Barber Academy. At just 16 years old, I was placed in the academy to explore barbering – and quickly fell in love with the craft. During my time there, I met Angel Perez, who was also a student at Texas Fadez. What began as a classroom connection grew into a lasting friendship, and today he is my business partner.

Texas Fadez Barber Academy helped mold us not only into barbers, but into entrepreneurs by teaching us the importance of creating multiple opportunities within the industry beyond cutting hair. Now at 20 years old, Angel and I are focused on growing a business that supports others in the same community that helped shape us.

Our vision is to supply the majority of barbershops in the Duncanville area while also attracting barbers and stylists from surrounding cities to come shop locally and experience something different. In addition to in-store service, we also offer online shopping to expand access and convenience.

We believe the industry needs strong, community-rooted businesses like ours, and we are proud to be part of the City of Champions – a title we strive to live up to through our work, growth, and commitment to serving others.

We are proud to invest in Duncanville and look forward to continuing to grow here.

Thank you for your time and consideration.

Sincerely,



YEAR 1 PROJECTIONS (Retail Only)

Conservative Scenario

5 customers per day

$5 \times \$110 = \$550/\text{day}$

$\$550 \times 6 \text{ days} = \$3,300/\text{week}$


$\$3,300 \times 4.3 = \$14,190/\text{month}$

$\approx \$170,000/\text{year revenue}$

COGS (60%) $\approx \$102,000$

Gross Profit $\approx \$68,000$

Rent = $\$12,000/\text{year}$

 Estimated Net: $\sim \$50,000\text{--}55,000$

Realistic Scenario

8 customers per day $8 \times \$110 = \$880/\text{day}$

$\$880 \times 6 = \$5,280/\text{week}$


$\$5,280 \times 4.3 = \$22,700/\text{month}$

$\approx \$272,000/\text{year revenue}$

COGS $\approx \$163,000$

Gross Profit $\approx \$109,000$

Rent = $\$12,000$

 Estimated Net: $\sim \$85,000\text{--}90,000$

Aggressive Scenario

12 customers per day

$12 \times \$110 = \$1,320/\text{day}$

$\approx \$408,000/\text{year revenue}$ Estimated Net after inventory + rent:  $\$130,000\text{--}150,000$


YEAR 2 (Add Online Lightly)

If you start pushing Shopify + Instagram properly:

Add even $\$5,000/\text{month}$ online: $\$5,000 \times 12 = \$60,000$ extra revenue

Realistic Year 2 Revenue:

 $\$330\text{k} - \380k Net: $\$110\text{k} - \160k

 **YEAR 3** (Scaled)

If you build brand trust + local wholesale:

- 15 customers/day average
- \$8k/month online
- Some bulk shop orders

Projected Revenue: 👉 \$500k+

Net Potential: \$180k–220k

ANNUAL REVENUE CALCULATIONS — 1014 S. MAIN STREET

SECTION A: PRE-IMPROVEMENT BASELINE (CURRENT)

Current Assessed Value	\$232,770
Current Annual Property Tax (City)	\$1,397

SECTION B: POST-IMPROVEMENT PROPERTY TAX

Building Improvement Value (\$)	\$504,000
Land Value (\$)	\$263,250
Total Assessed Value — Post Improvement (\$)	\$767,250
Post-Improvement Annual Property Tax (\$)	\$4,604
Incremental Property Tax Gain vs. Baseline (\$)	\$3,207

SECTION C: BUSINESS PERSONAL PROPERTY TAX (EQUIPMENT & FIXTURES)

Equipment Value (% of Improvement)	\$126,000
Annual BPP Tax (\$)	\$756

SECTION D: TAXABLE RETAIL SALES TAX REVENUE

In-Store Retail — Barber & Cosmetology Supply (Taxable)

Annual in-store retail revenue (\$)	\$170,000
<i>↳ Applicant conservative: 5 cust/day × \$110 × 6 days × 52 wks</i>	
Annual sales tax — in-store retail (\$)	\$3,400

Online Retail — Midas Touch Grooming / Cosmo Supplies (Taxable)

Annual online retail sales (\$)	\$0
Annual sales tax — online retail (\$)	\$0
TOTAL ANNUAL TAXABLE SALES TAX REVENUE (\$)	\$3,400

SECTION E: TOTAL FISCAL REVENUE SUMMARY (CITY)

Ad valorem property tax (post-improvement)	\$4,604
Business personal property tax	\$756
Total taxable retail sales tax	\$3,400
TOTAL UNADJUSTED ANNUAL FISCAL REVENUE (\$)	\$8,760
Collection / occupancy factor	85%
TOTAL ADJUSTED ANNUAL FISCAL REVENUE (\$)	\$7,446
Incremental fiscal revenue vs. baseline (\$)	\$6,049

SECTION F: ESTIMATED ECONOMIC IMPACT — LOCAL TRADE AREA SPENDING

Barber/cosmetology services are non-taxable in Texas. The figures below estimate indirect economic activity generated by students, employees, and service customers spending within the Duncanville trade area. A portion of that spending at local taxable retailers generates secondary sales tax revenue for the City.

Student Daytime Spending

Students enrolled annually	90
Avg. student days on-site per year	200
Avg. daily student spending — local area (\$)	\$12.00

Annual gross student spending — local area (\$)	\$216,000
Duncanville capture rate	65%
Annual student spending captured locally (\$)	\$140,400
Est. sales tax generated (at City rate)	\$2,808
Employee Local Spending	
Full-time equivalent employees	5
Avg. annual employee local spending (\$)	\$8,000
Annual gross employee spending — local area (\$)	\$40,000
Duncanville capture rate	65%
Annual employee spending captured locally (\$)	\$26,000
Est. sales tax generated (at City rate)	\$520
Walk-In Service Customer Incidental Spending	
Daily walk-in service customers	30
Service operating days per year	300
Avg. incidental spend per customer visit (\$)	\$8.00
Annual gross customer incidental spending (\$)	\$72,000
Duncanville capture rate	65%
Annual customer spending captured locally (\$)	\$46,800
Est. sales tax generated (at City rate)	\$936
Total annual local spending captured (all sources) (\$)	\$213,200
Est. secondary sales tax from local spending (\$)	\$4,264

Informational — not included in fiscal revenue totals above (indirect/estimated)

**DCEDC GRANT COST / BENEFIT ANALYSIS —
\$200,000 GRANT REQUEST**

GRANT TERMS & STRUCTURE

Grant Amount (\$)	\$200,000	Per applicant request
Total Project Cost (\$)	\$760,000	Acquisition + construction
Grant as % of Total Project	26.3%	Leverage ratio
Post-Project Appraised Value (\$)	\$500,000	Per applicant estimate
Property Value Increase (\$)	\$267,230	vs. current assessed value
Property Value Multiple (vs Grant)	2.5x	Value created per grant dollar
Forgivable Loan Term (Years)	5	DCEDC 2nd lien period
Annual Forgiveness Rate	20.0%	20%/yr — 5-year schedule
Amount Forgiven Per Year (\$)	\$40,000	Grant balance retired annually

**FORGIVENESS SCHEDULE (5-YEAR FORGIVABLE
LOAN — 2ND LIEN)**

Contingent on continued operation; full prorated recapture if business ceases or vacates

Year	Amount Forgiven (\$)	Remaining Lien Balance (\$)
Year 1 (2027)	\$40,000	\$160,000
Year 2 (2028)	\$40,000	\$120,000
Year 3 (2029)	\$40,000	\$80,000
Year 4 (2030)	\$40,000	\$40,000
Year 5 (2031)	\$40,000	-

PAYBACK ANALYSIS — INCREMENTAL REVENUE vs. GRANT COST

Annual Adjusted Revenue (Post-Improvement)	\$7,446
Less: Baseline Revenue (Pre-Improvement)	\$1,397
Net Annual Incremental Revenue to City (\$)	\$6,049
Grant Amount (\$)	\$200,000

UPFRONT vs. REIMBURSEMENT — RISK CONSIDERATIONS

Risk Factor	Standard Reimbursement	Proposed Upfront (via Lender)
DCEDC Fund Exposure	Low — paid after completion	High — committed at closing
Project Completion Risk	Mitigated — work verified first	Mitigated — bank controls draws
Misuse of Funds Risk	Low — receipts required	Low — paid to lender not owner
Recapture Mechanism	Requires separate agreement	2nd lien provides collateral
Impact if Project Fails	No loss — not yet paid	Lien on property reduces loss
Staff Recommendation	N/A	Award to lender + 2nd lien protects DCEDC



Land Use	SF-43	SF-13	SF-10	SF-7	TF-7	MF-14	MF-21	NOR	LOR	GOR	C	I	CMS	GMS	UL	DD	Add'l Regs. #	Parking
Medical, Hospital										●	●	●			●	●		1.5 : bed
Medical, Rehab Care (without Live-in)								○	●	●	●							1 : 400
Medical, Urgent Care Facility							○	○	●	●	●		●	●	○			1 : 400
Place of Worship	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●			Non-Fixed Seats 1 : 150 or Fixed Seats 1 : 4 seats
Public Facility, Use, or Utility	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●			N/A
Radio or Television Broadcasting without Tower	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●			1 : 400
Research and Development Laboratory (Life Sciences)										○	●	●						1 : 500
Research and Development Laboratory (Technology)							○	○	●	●	●		○	○				1 : 500
School, Business, Trade, or Vocational								●	●	●	●	●	○	○				1 : 3 students + 1 : classroom
School, College or University	○	○	○	○	○	○	○	●	●	●	●	●	○	○				1 : 3 students + 1 : classroom
School, Primary or Secondary (Private)	○	○	○	○	○	○	○	●	●	●	●	●	○	○			Section 3.04.C.2	Ele./Middle 2 : classroom Senior High 8 : classroom
School, Primary or Secondary (Public)	○	○	○	○	○	○	○	●	●	●	●	●	○	○			Section 3.04.C.2	Ele./Middle 2 : classroom Senior High 8 : classroom
Wireless Communication Tower	○	○	○	○	○	○	○	●	●	●	●	●	●	●	●		Section 3.04.C.3	1 space

Recreational and Entertainment Uses



Land Use	SF-43	SF-13	SF-10	SF-7	TF-7	MF-14	MF-21	NOR	LOR	GOR	C	I	DD			Add'l Regs. #	Parking
													CMS	GMS	UL		
Print Shop								○	○	○	○	●	○	○			1 : 400
Professional Office, Local Scale								○	●	●			●	●			1 : 400
Professional Office, Neighborhood Scale								●	●	●			●	●	●		1 : 300
Professional Office, Regional Scale									○	●							1 : 500 1 : 600 if larger than 40,000 sq. ft.
Recycle Collection Point											●	●					N/A
Restaurant, Limited Seating								●	●	●	●		●	●	●		1 : 400
Restaurant, Seated Service								●	●	●	●		●	●	●		1 : 200
Retail, Convenience Store								○	●	●	●		○	○	○		1 : 300
Retail, Convenience Store with Restaurant								○	●	●	●		○	○	○		1 : 300
Retail, Local Scale								○	●	●			●	●	○		1 : 300
Retail, Neighborhood Scale								●	●	●			●	●	●		1 : 200
Retail, Regional Scale									○	●				●			1 : 400 1 : 500 if larger than 50,000 sq. ft.
Retail, Sundry								○	○	○	○		○	○		Section 3.04.E.5	1 : 200
Seasonal Sales								○	○	○	○	○	○	○	○		Subject to City determination
Sign Printing									○	●	●	●					1 : 200 of customer floor area, minimum of 5 spaces
Tattoo or Piercing Studio											●						1 : 400
Tobacco, CBD, or Vape Shop											●					Section 3.04.E.6	1 : 300



STAFF REPORT

MEETING: Community and Economic Development Corporation - March 9, 2026

TITLE:

Briefing and update on the status of the Signage Grant awarded to Take Out Burgers restaurant located at 795 W Wheatland Rd on September 8, 2025, in the amount of \$3,800.

Vision Statement:

“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”

Pillar:

STAFF RESPONSIBLE:

BACKGROUND/HISTORY:

At its regular meeting on September 8, 2025, the Duncanville Community & Economic Development Corporation (DCEDC) Board approved a signage grant in the amount of **\$3,800** (50% matching reimbursement, based on the lowest qualifying bid) to Shelleye Warner, owner of Take Out Burgers, located at 795 W. Wheatland Road, Duncanville, Texas 75137. The grant award was consistent with the DCEDC’s revised Design Incentive Grant policy, approved by the Board on July 28, 2025, and ratified by City Council on August 19, 2025, which limits signage grants to a 50% matching reimbursement capped at \$5,000.

The previous owner, Tracy Shook, applied for and received Board approval of a signage grant on April 26, 2021, in the amount of \$2,432.50 (70% of the lowest bid of \$3,475.00). That grant was voided in May 2021 when Mr. Shook sold the business prior to the installation of the approved signage. In February 2021, the Sign Control Board had approved a variance authorizing a rear wall (western elevation) sign at the property — a 12.5 ft. x 2 ft. wall sign per the design and specifications depicted in Exhibit A of City Council Resolution No. 2021-022. City Council ratified the variance on April 6, 2021.

Until a recent action taken by the City Council to grant governance of the Sign Control Board to the Planning Commission, this governing body was without a quorum of

seated board members. On January 9, 2026, staff consulted with the City Attorney, who recommended that the matter be resolved through a formal *Assignment of Rights* executed between Tracy Shook (Assignor) and Shelley Warner (Assignee). Under this approach:

- Mr. Shook, as the original applicant and grantee of the variance, would formally assign all rights, privileges, and obligations authorized under Resolution No. 2021-022 to Ms. Warner;
- Ms. Warner would accept the assignment, with both parties executing a notarized agreement; and
- The executed assignment would be attached to Resolution No. 2021-022 and submitted with the application for a building/sign permit. The City Attorney requested a copy of the executed agreement prior to permit issuance.

A draft Assignment of Rights document was prepared by staff and transmitted to Ms. Warner via email on January 9, 2026, with guidance that she could use the draft or prepare her own document after consulting with Mr. Shook. Staff also followed up with Mr. Shook directly on January 26, 2026, to apprise him of the situation and confirm whether he had been in contact with Ms. Warner regarding the execution of the assignment. He expressed a willingness and support for the proposed action.

As of the date of this report, staff has not received confirmation that the Assignment of Rights has been executed by both parties, and the sign permit has not been issued.

Staff will continue to monitor the status and provide assistance as needed to facilitate completion of the signage installation and fulfillment of the grant award conditions.

POLICY EXPLANATION:

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

N/A

Purchase Amount

N/A

After Encumber

N/A

ACTION ALTERNATIVES:

1. Approve.
2. Disapprove
3. Other actions as directed by Council.

ATTACHMENTS:

Draft_Assignment of Rights, September 8th DCEDC Mtg Minutes, 09.08.25_Staff Report_4a, 1.9.26_Email Update

ASSIGNMENT OF RIGHTS

TO: City of Duncanville
Building Permit Department
203 E. Wheatland Road
Duncanville, Texas 75116

RE: Assignment of Rights Under City Council Resolution No. 2021-022
Property Address: 795 W. Wheatland Road, Duncanville, Texas

To whom it may concern:

I, Tracy Shook, as the original applicant and grantee of the variance approved under City of Duncanville Resolution No. 2021-022, adopted April 6, 2021, do hereby assign, transfer, and convey all rights, privileges, and obligations granted to me under said resolution to Shelley Warner.

This assignment is made in connection with the sale of the business known as "Take Out Burgers" to Ms. Warner. Ms. Warner has purchased the business and continues to operate under the same business name "Take Out Burgers" and maintains the same logo and signage as approved in the original variance application.

The variance granted under Resolution No. 2021-022 specifically authorized:

- A wall sign on the rear (western elevation) wall of the structure located at 795 W. Wheatland Road
- Sign dimensions: 12.5 feet x 2 feet
- Sign design, color, style, and lettering as depicted in Exhibit A of the Resolution

By this assignment, Shelley Warner assumes all rights to install and maintain the approved signage and accepts all obligations and conditions set forth in Resolution No. 2021-022, including:

- Installation of the wall sign in accordance with the approved specifications
- Maintenance of the sign in good and presentable condition
- Compliance with all applicable Code of Ordinances provisions
- Understanding that the variance continues during the term of the certificate of occupancy

I certify that I have full authority to make this assignment and that all rights under Resolution No. 2021-022 are hereby transferred to Shelley Warner effective as of the date of this document.

Tracy Shook, Assignor

Date: _____

ACCEPTANCE OF ASSIGNMENT

I, Shelley Warner, hereby accept this assignment of all rights, privileges, and obligations under Resolution No. 2021-022 and agree to comply with all conditions, requirements, and provisions set forth therein.

Shelley Warner, Assignee

Date: _____

This instrument was acknowledged before me on _____, 2026, by Tracy Shook.

This instrument was acknowledged before me on _____, 2026, by Shelley Warner.

STATE OF TEXAS §

COUNTY OF DALLAS §

Notary Public, State of Texas

**THE DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION (DCEDC) BOARD MINUTES
SPECIAL MEETING
September 8, 2025**

A special meeting of the Duncanville Community and Economic Development Corporation (DCEDC) Board of Directors was held on Monday, September 8, 2025, at 6:00 PM in the City Annex Building (103).

Board Members in Attendance:

Patrick Harvey	President
Derwin Broughton	Vice President
Tonya Savage	Board Member
Carolyn Thompson	Board Member
Tammi Abney	Board Member

Board Members not in Attendance:

Donella Payne	Board Member
Gregory Zylka	Board Member

Staff Present:

Victor Barrera	Economic Development Director
Marlon Goff	Economic Development Assistant Director
Marcela Perez	Economic Development Coordinator
Alaiyah Murray	Economic Development Intern
Devon Handley	Special Events Planner
Richard Abernathy	Interim City Manager
Brandon Shelby	General Counsel

City Council Present:

Greg Contreras	Mayor
----------------	-------

CALL TO ORDER

The meeting was called to order by President Harvey at 6:01pm.

INVOCATION

The invocation was given by President Harvey.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the U.S. and Texas Flags were recited.

ITEM NO. 4 PUBLIC HEARINGS

The public hearing opened at 6:04pm.

a. CONDUCT A PUBLIC HEARING TO DISCUSS RESOLUTION 2025-8-30 APPROVING A SIGN GRANT FUNDING REQUEST TO TAKE OUT BURGERS AND AUTHORIZE THE PRESIDENT TO EXECUTE THE NECESSARY DOCUMENTS.

Assistant Director Goff presented this item.

Shelley Warner, Owner of Takeout Burger, shared that her request for the signage grant is to capture customers that are missing the establishment.

Gil Hudson, 1206 N Duncanville Road, spoke for this item.

Barry Gordon, 1751 Crescent Lane, spoke for this item.

Patricia Ebert, 115 S Greenstone, spoke for this item.

Susan Corey, 614 S Alexander Avenue, spoke for this item.

Board member Abney asked if the previously approved variance is still valid. Attorney Shelby advised that the applicant would be responsible for the permitting and compliance with the Permitting Department.

b. CONDUCT A PUBLIC HEARING TO DISCUSS RESOLUTION 2025-8-31 APPROVING A PAVING GRANT FUNDING REQUEST TO RED BIRD SKATELAND AND AUTHORIZE THE PRESIDENT TO EXECUTE THE NECESSARY DOCUMENTS.

Coordinator Perez presented this item. Owner, Gil Hudson, was present and available for questions.

Barry Gordon, 1751 Crescent Lane, spoke for this item.

c. CONDUCT A PUBLIC HEARING TO DISCUSS RESOLUTION 2025-8-32 APPROVING AN INCENTIVE AGREEMENT FOR KIM & JENNY'S CAFE AND AUTHORIZE THE PRESIDENT TO EXECUTE THE NECESSARY DOCUMENTS.

Director Barrera presented this item. Vice President Broughton suggested that the board should possibly revise the date deadline for the Certificate of Occupancy. Tracy Shook, owner of Kim and Jenny's, spoke to this item.

Karen Contreras, 114 Statler Drive, spoke for this item.

Barry Gordon, 1751 Crescent Lane, spoke for this item.

Cheryl T, 503 Kelly Court, spoke for this item.

Susan Corey, 614 S Alexander Avenue, spoke for this item.
Makayla Jones, Owner of Jones Inck 206 N Main St, spoke for this item.
Shelley Warner, 795 W Wheatland, spoke for this item.
Grady W. Smith, 1806 Cedar Hill Road, spoke for this item.

d. CONDUCT A PUBLIC HEARING TO DISCUSS RESOLUTION 2025-8-33 APPROVING AN INCENTIVES GRANT AGREEMENT WITH RICKEY FAIN FOR EXTERIOR PROPERTY AND INFRASTRUCTURE IMPROVEMENTS AND AUTHORIZE THE PRESIDENT TO EXECUTE THE NECESSARY DOCUMENTS.

Director Barrera introduced the applicant's Project manager Josh Mejia, who presented this item. Mae Delarosa, 1107 Green Road, asked a few questions pertaining to the process of placement of current tenants. Rickey Fain, 2525 County Road, Walnut Springs; spoke to the questions.

e. CONDUCT A PUBLIC HEARING TO DISCUSS RESOLUTION 2025-8-34 APPROVING A SPONSORSHIP FUNDING REQUEST TO CHAMBER OF COMMERCE 9/11 REMEMBERANCE AND AUTHORIZE THE PRESIDENT TO EXECUTE THE NECESSARY DOCUMENTS.

Coordinator Perez presented this item. Chairperson of the Duncanville Chamber of Commerce Josh Thibodeaux as well as Amy Jackson of the Duncanville Chamber of Commerce were able to provide additional details of this event. Patricia Ebert, 115 S Greenstone, shared concerns of the event being held in Dallas. Josh Thibodeaux shared that the event location had to change based on not being able to come to an agreement with Hilton Garden Inn which is in Duncanville.

f. CONDUCT A PUBLIC HEARING TO DISCUSS RESOLUTION 2025-8-35 APPROVING A SPONSORSHIP FUNDING REQUEST TO CHAMBER OF COMMERCE CASINO NIGHT AND AUTHORIZE THE PRESIDENT TO EXECUTE THE NECESSARY DOCUMENTS.

Coordinator Perez presented this item. Chairperson of the Duncanville Chamber of Commerce Josh Thibodeaux as well as Amy Jackson of the Duncanville Chamber of Commerce were able to provide additional details of this event. Amy Jackson and Coordinator Perez clarified that this would not be sponsorship but however a chance for the DCEDC Board to purchase tables. Tracy Shook, 1233 Boulder Drive Cedar Hill, Texas; spoke for this item.

The public hearing closed at 7:51pm.

ITEM NO. 8 EXECUTIVE SESSION

In accordance with the Texas Government Code, the DCEDC shall convene into closed executive session pursuant to the following sections:

Section 551.087 (2) – Deliberation Regarding Economic Development Negotiations, to deliberate the offer of a financial or other incentive to a business prospect.

Section 551.071 (1) – Consultation with Attorney
Section 551.072 –Deliberation Regarding Real Property

The board went into executive session at 7:52pm.

ITEM NO. 9 RECONVENE INTO OPEN SESSION

The board reconvened into open session at 9:22pm.

ITEM NO. 10 TAKE ANY NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION

ITEM NO. 5 ACTION ITEMS:

a. CONSIDER APPROVAL OF RESOLUTION 2025-8-30

Vice President Broughton motioned to approve Resolution 2025-8-30 for \$3,800 contingent on the approval of all authorities having jurisdiction over this particular project. Seconded by Board member Savage. The motion passed unanimously.

b. CONSIDER APPROVAL OF RESOLUTION 2025-8-31

Board member Abney motioned to approve Resolution 2025-8-31 for a pavement grant in the amount of \$6871.50. Seconded by Vice President Broughton. The motion passed unanimously.

c. CONSIDER APPROVAL OF RESOLUTION 2025-8-32

Board member Savage motioned to approve Resolution 2025-8-32 for an incentive agreement for 5 years in the amount of \$135,000. Seconded by Board member Thompson. The motion passed unanimously.

d. CONSIDER APPROVAL OF RESOLUTION 2025-8-33

Vice President Broughton motioned to table Resolution 2025-8-33 contingent upon receiving additional information from the applicant and staff. Seconded by Board member Abney. The motion passed unanimously.

e. CONSIDER APPROVAL OF RESOLUTION 2025-8-34

Vice president Broughton called point of order because this item classifies as marketing. There was no action taken by the board.

f. CONSIDER APPROVAL OF RESOLUTION 2025-8-35

Vice president Broughton called point of order because this item classifies as marketing. There was no action taken by the board.

ITEM NO. 1 CITIZEN’S PUBLIC FORUM

Barry Gordon
1751 Crescent Ln

Submitted 2 comments speaking for the items below:
Item 4A
Item 4C

ITEM NO. BOARD MEMBER REPORTS

There were no Board member reports.

ITEM NO. 3 DIRECTORS REPORT

There were no Director's reports.

ITEM NO. 6 BRIEFINGS AND PRESENTATIONS – NO ACTION OR DELIBERATION WILL TAKE PLACE ON THESE ITEMS

a. COMMUNITY SPECIAL EVENTS APPLICATION & APPROVAL PROCESS

Devon Handley, Special Events Planner, presented this item.
The board discussed and asked questions.

ITEM NO. 7 OTHER BUSINESS

a. DISCUSSION AND PRESENTION OF DRAFT STRATEGIC PLAN

Director Barrera presented this item. Director Barrera also requested that the DCEDC board send over any comments within the next week.

ADJOURNMENT

The meeting adjourned at 9:45pm.



Duncanville Community & Economic Development Corporation

Staff Report

Date: 09/08/2025

To: Patrick Harvey, President & DCEDC Board Members

Staff Responsible: Marlon Goff, Economic Development - Assistant Director

Agenda Item: 4(a)

Applicant Name/ Rep: Shelley Warner, Owner – Take Out Burgers

Property Owner Name: Quine & Associates

Property Address: 795 W Wheatland Rd Duncanville, TX 75137

Grant Request: \$7,036.25 – Signage Grant

Attachments:

1. Letter from Applicant
2. DCEDC Application
3. Photos
4. Signage Quotes
5. Mockup for Building Signage
6. Resolution

Background:

The previous owner of Take Out Burgers, Tracy Shook, initially applied for a signage grant in September 2020, which was **approved by the DCEDC Board on April 26, 2021**, for \$2,432.50 (70% of the lowest bid of \$3,475.00). **However, this grant was voided in May 2021 when Mr. Shook sold the business before the signage was installed.**

The new owner, Shelley Warner, submitted a new application in July 2025 seeking to carry out the same signage project. The business continues to operate under the same name at the same location, maintaining continuity of operations and position in the local trade market.

As part of the revised policy and guidelines approved by the DCEDC Board on July 28, 2025 and ratified by City Council on August 19, 2025, Design Incentive Grants including those for signage are limited to a 50% matching reimbursement and capped at \$5,000.00.



Duncanville Community & Economic Development Corporation

Regulatory History and Approvals:

- Sign Control Board **approved a variance** for rear wall signage (February 11, 2021)
- City Council **ratified the variance** (April 6, 2021)

Economic Impact

Take Out Burgers serves as a community gathering place providing fresh, made-to-order meals and hosts an after-school program for local students. The business has a total of (9) employees (2 Full-Time and 7 Part-Time). The current owner has a 5-year lease agreement and plans to stay in business well beyond the term.

Staff Analysis

The owner believes the new signage will increase their visibility for shopping center patrons who cannot see the front entrance and sign facing Wheatland Road. The applicant plans to apply for a sign permit and install the exact sign based on the dimensions and specifications that received approval in the variance for the previous owner.

Below are the quotes obtained by the applicant and provided as attachments to the application:

DLC Signs	\$7,036.25
Texas Signs	\$4,865.84
Dickson Sign Co.	\$3,800

Staff Recommendation

The DCEDC Board may consider the following actions:

1. Approve a grant request in the amount of \$3,519 (**50% match**) for a signage grant to be installed per the specifications approved in City Council Resolution No. 2021-022 which authorized the Variance granted by the Sign Control Board. The percentage is also aligned with the adopted policy for Design Incentive Grants.
2. Approve a grant request in the amount of \$7, 036.25 (**100% match**) for a signage grant to be installed per the specifications approved in City Council Resolution No. 2021-022 which authorized the Variance granted by the Sign Control Board.
3. Approve a grant request **in an amount determined by the DCEDC** Board for a signage grant to be installed in accordance with the specifications approved in City Council Resolution No. 2021-022 which authorized the Variance granted by the Sign Control Board.

Sign Variance _ Draft Assignment of Rights

From Marlon Goff <marlon.goff@duncanvilletx.gov>

Date Fri 1/9/2026 3:15 PM

To takeoutburgers1@gmail.com <takeoutburgers1@gmail.com>

Cc Mark Rauscher <mark.rauscher@duncanvilletx.gov>

 2 attachments (1 MB)

Draft_Assignment of Rights.docx; Reso No 2021-022 - Take Out Burger.pdf;

Good afternoon Ms. Warner,

I had a productive conversation with the City Attorney this morning. The recommended course of action is summarized in the draft attachment and outlined below. You can use the draft example or prepare your own after visiting with Tracy Shook.

- Former Take Out Burgers' owner (Tracy Shook) assigns his rights authorized under the attached Resolution
- The current owner of Take Out Burgers (Shelley Warner) can accept this assignment of rights and both parties will execute the notarized document.
- This assignment can be attached to the resolution and presented with the application for a permit to install the sign.
- The City Attorney would like to receive a copy of the executed agreement for his file prior to obtaining the building permit.

Feel free to give me a call or email with any questions. I am also happy to meet with you and Tracy if it might help.

Marlon Goff

Economic Development

Assistant Director



203 E. Wheatland Road

Duncanville, TX 75116

Phone: 972-573-4393

www.duncanvilletx.gov



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FY 2026-2027 Budget Calendar

Duncanville Community and Economic Development Corporation

DATE	EVENT / MILESTONE	TYPE	NOTES
FEBRUARY 2026			
Feb 26, 2026	City Internal Budget Kickoff Meeting	City	Formal start of city-wide budget process
Feb 28, 2026	CIP Edits Due	City	Capital improvement plan finalized
MARCH 2026			
Mar 1–Apr 17, 2026	Departments Develop Operating Budget	City	City departments submit budget requests
Mar 1–Apr 30, 2026	Citizen Engagement – Priority Surveys	City	Community input gathered for city priorities
Mar 9, 2026	DCEDC Special Meeting 2026-2027 Budget Calendar	DCEDC	Board provides feedback on FY27 Budget Process & Calendar
APRIL 2026			
Apr 3, 2026	DCEDC Internal Deadline – Funding & Capital Requests from City	City	City Departments (<i>Parks, Public Safety, Public Works</i>) submit capital-related requests
Apr 20–May 8	Department Meetings with Finance	City	City department budget review sessions
Apr 27, 2026	DCEDC Regular Meeting Budget Workshop	DCEDC	Board receives preliminary budget; discussion and feedback, priorities, Goals/KPI
MAY 2026			
May 1, 2026	Master Fees Due (City)	City	City fee schedule finalized
May 7, 2026	Economic Development Budget Meeting (City)	City	11:00 AM–12:00 PM CFO, Budget Admin, DCEDC Staff
May 18, 2026	DCEDC Regular Meeting Proposed FY 2026-2027 Budget	DCEDC	Board receives proposed FY Budget. Discussions & In-depth Review
May 18–29, 2026	City Manager Budget Presentations	City	Departments present to City Manager
JUNE 2026			
Jun 1, 2026	Internal Deadline – Goals, KPIs & Work Plan for Budget Book	City/DCEDC	DCEDC staff prepares performance narrative for budget book
Jun 22, 2026	DCEDC Regular Meeting	DCEDC	2026-2027 Budget Adoption

DATE	EVENT / MILESTONE	TYPE	NOTES
Jun 29, 2026	DCEDC Special Meeting	DCEDC	<i>Meeting placeholder for DCEDC action items. DCEDC bylaws require fiscal year budget adoption by June 30th.</i>
Jun 30, 2026	Preliminary Budget Workshop (City)	City	City Council preliminary review
JULY 2026			
Jul 25, 2026	Certified Tax Rolls	City	Official property values certified
AUGUST 2026			
Aug 6, 2026	All-Day Budget Workshop/Retreat (City)	City	City Council and staff full-day budget review
Aug 10, 2026	FY27 Budget Follow-Up City Council	City	Council meeting; feedback and direction
SEPTEMBER 2026			
Sep 1, 2026	Hearing on the Budget	City	Public hearing on proposed city budget
Sep 15, 2026	Hearing on Tax Rate / Adoptions	City	Tax rate adoption; fiscal year budget is formally adopted