

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.



Patrick Harvey, Board President

Date: 11 March 2026