



**Duncanville Tax Increment Financing (TIF)  
Reinvestment Zone, No. 1  
REGULAR Meeting Agenda**

203 E. Wheatland Rd  
Duncanville, TX 75116  
Duncanville City Hall / City Council Briefing Room  
(972) 780-5000

**Thursday, March 19, 2026  
6:00 pm**

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*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](mailto: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 called 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 three (3) business days prior to the posted meeting time.**

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## **CALL TO ORDER**

### **INVOCATION**

#### **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. March 19, 2026

Email [Shamondra.Lane@duncanvilletx.gov](mailto:Shamondra.Lane@duncanvilletx.gov)

Email title: Public Comment – 03/19/26

First and Last Name; and address.

The Board Secretary will still set a two-minute time limit on the comments as they are read.

#### **2. RECEIVE AND CONSIDER APPROVAL OF THE FOLLOWING TIF BOARD MINUTES:**

##### **A. Approval of TIF Board Meeting Minutes:**

1. January 5, 2026 TIF Board Meeting

2. February 23, 2026 Joint Meeting of the City Council, DCEDC and TIF Board

3. DIRECTOR'S REPORT

4. BRIEFINGS AND PRESENTATIONS

- A. The TIF Board will receive a briefing and presentation from the City of Duncanville Public Works Department on Capital Improvement Program (CIP) projects that are within or adjacent to the TIRZ boundaries.
- B. Provide a briefing on proposed development projects and real estate activity within the Tax Increment Reinvestment Zone (TIRZ).

5. OTHER BUSINESS

- A. Discuss and consider any strategic action steps necessary from the February 23, 2026 Joint Meeting with the City Council and DCEDC Board.
- B. Discuss and consider establishment of board priorities and goals for the remainder of fiscal year 2026.

6. EXECUTIVE SESSION

In accordance with the Texas Government Code, the TIF board shall convene into closed executive session pursuant to the following sections: Section 551.071 – Consultations with City Attorney, or special counsel, to seek legal advice:

In accordance with the Texas Government Code, the TIF board 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:

7. RECONVENE INTO OPEN SESSION

8. 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](http://www.duncanvilletx.gov) and said Notice was posted **by** the following date and time: **Friday, March 13 , by 5:00 P.M.** and remained posted for at least two hours after said meeting was convened.

**Marlon Goff**  
**Interim Director of Economic Development**

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 licenciatarío 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.

Duncanville Tax Increment Financing (TIF)  
 Reinvestment Zone, No. 1  
 Meeting Date: 01/05/2026  
 Meeting Commencement: Duncanville City Hall/Briefing Room

Attendance

<b>Member Name</b>	<b>Present</b>	<b>Absent</b>
<i>Mike Grace, Chair</i>	X	
<i>Kenneth Bain, Vice Chair</i>	X	
<i>Kenneth Govan</i>	X	
<i>Michael C. Hoffmeyer</i>	X	
<i>Athul Vallappilly</i>	X	

<b>Staff Name</b>	<b>Staff Title</b>
<i>Marlon Goff</i>	Interim Director, Economic Development
<i>Shamondra Lane</i>	Executive Assistant, Economic Development
<i>Mark Rauscher</i>	Assistant City Manager for Community
<b>City Council</b>	
<i>Don McBurnett</i>	Councilmember District 2
<b>Legal Counsel</b>	
<i>Robert Hager</i>	City Attorney, Virtual

Call to Order: called to order by Chairman Grace at 6:02 pm.

Invocation: given by Kenneth Govan.

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

**1. CITIZEN’S PUBLIC FORUM - *No comment in 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, January 5, 2026

Email: [Shamondra.lane@duncanvilletx.gov](mailto:Shamondra.lane@duncanvilletx.gov)

Email Title: Public Comment – 01/05/2026

First and Last Name and Address

## 2. APPROVAL OF MEETING MINUTES FOR THE FOLLOWING MEETINGS:

### A. January 5, 2026 minutes

- i. Motion to approve the January 5, 2026, meeting first by Kenneth Govan, seconded by Athul Vallappily.

Action: Motion passed 4-0-1 (K. Govan) (Yea-Nay-Abstain)

## 3. DIRECTORS' REPORT

Formal introduction of Shamondra Lane - Executive Administrative Assistant, Economic Development.

Interim Director Marlon Goff & Assistant City Manager Mark Rouscher recognized Vice Chair, Kenneth Bain for his years of service with the Boards & Commissions at the City of Duncanville.

## 4. BRIEFINGS AND PRESENTATIONS

### A. Update and briefing on business and development activity within the Tax Increment Reinvestment Zone (TIRZ). – presented by Marlon Goff

- i. Calendar update of upcoming events
- ii. Board discussion for a tour of the TIRZ District
- iii. Chairman Grace expressed the Board to familiarize themselves with the purpose of the TIF Board and what the parameters are for financing projects.
- iv. Annual Workplan for the Board to be scheduled at a later date

## 5. OTHER BUSINESS

### A. Discuss and possible action to establish a Consultant Selection Committee makeup for the update to the Project Plan and Financing Plan for Tax Increment Reinvestment Zone No. 1 – presented by Marlon Goff

- i. Options for the Financing Plan was provided
- ii. Boardmember Hoffmeyer asked for a concise format of the budget
- iii. Board will evaluate the Financing Plan and how TIF Funds will be incorporated.

Action: no motion or action taken for this item

### B. Discuss and possible action to establish a regular meeting schedule for the Tax Increment Finance (TIF) Board

- i. Motion to approve regular meeting schedule for the Tax Increment Finance (TIF) Board first by Kenneth Bain, seconded by Michael Hoffmeyer.

Action: motion passed unanimously 5-0-0 (Yea-Nay-Abstain)

**6. EXECUTIVE SESSION: No Executive Session called**

In accordance with the Texas Government Code, the TIF board shall convene into closed executive session pursuant to the following sections: Section 551.071 – Consultations with City Attorney, or special counsel, to seek legal advice:

In accordance with the Texas Government Code, the TIF board 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:

**7. RECONVENE INTO OPEN SESSION: No Executive Session called**

**8. NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION: No Executive Session called**

ADJOURNMENT – 8:12 pm

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](http://www.duncanvilletx.gov) and said Notice was posted by the following date and time: Monday, December 29, 2025 , by 5:00 P.M. and remained posted for at least two hours after said meeting was convened.

Victor Barrera  
Director of Economic Development

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.

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services that will make this program accessible to you, please contact the City of Duncanville at least three (3) business days in advance at (972) 780-5012. (TDD Access 1-800- RELAY-TX)

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

Duncanville Community & Economic Development Corporation Joint Meeting w/ City Council  
& Tax Increment Financing (TIF) Board  
Meeting Date: 02/23/2026

Meeting Commencement: D. L. Hopkins Senior Center  
206 James Collins Blvd. Duncanville TX 75116

Attendance

<b>DCEDC Board Member Name</b>	<b>Present</b>	<b>Absent</b>
<i>Tammi Abney</i>	X	
<i>Derwin Broughton, Vice President</i>	X	
<i>Patrick Harvey, President</i>	X	
<i>Donella Payne</i>	X	
<i>Tonya Savage</i>		X
<i>Carolyn Thompson</i>	X	
<i>Gregory Zylka</i>	X	

<b>Staff Name</b>	<b>Staff Title</b>
<i>Marlon Goff</i>	Interim Director, Economic Development
<i>Marcela Perez</i>	Coordinator, Economic Development
<i>Shamondra Lane</i>	Executive Admin Assistant, Economic Development
<i>Devon Handley</i>	Special Events Coordinator
<i>Richard Abernethy</i>	Interim City Manager
<i>Mark Rauscher</i>	Assistant City Manager
<i>Chiquita Taylor</i>	City Secretary
<i>Alaiyah Murray</i>	Executive Liaison
<i>Robert Hager</i>	City Attorney

<b>City Council Name</b>	<b>Title</b>
<i>Greg Contreras</i>	Mayor
<i>DeMonica Gooden</i>	Mayor Pro Tem
<i>Joe Veracruz</i>	District 1
<i>Don McBurnett</i>	District 2
<i>Jeremy Koontz</i>	District 3
<i>Karen Cherry-Brown</i>	District 4
<i>Kyle Pennebaker</i>	District 5 – not present

<b>TIF Board Member Name</b>	<b>Present</b>	<b>Absent</b>
<i>Michael Grace, Chair</i>	X	
<i>Kenneth Bain, Vice Chair</i>	X	
<i>Kenneth Govan</i>	X	
<i>Michael Hoffmeyer</i>	X	
<i>Athul Vallappily</i>		X

Call to Order: called to order by Mayor Contreras at 6:13pm, TIF called to order by Chairman Grace at 6:14pm, and DCEDC was called to order by President Harvey at 6:15pm.

Invocation: given by President Harvey.

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

1. CITIZEN'S PUBLIC FORUM – opened at 6:18pm

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 February 23, 2026  
Email: Shamondra.lane@duncanvilletx.gov  
Email Title: Public Comment – 02/23/26  
First and Last Name and Address

*No public comment*

CITIZEN'S PUBLIC FORUM – closed at 6:19pm

2. CONSENT AGENDA

- A. Consideration and possible action to approve a Resolution authorizing the execution of a Professional Service Agreement with Catalyst Commercial to provide economic development advisory services to the City and Duncanville Community and Economic Development Corporation, in an amount not to exceed \$49,000. – presented by M. Goff.

Jason Claunch, Catalyst Commercial was present for any questions the Board or Council might have.

Motion to approve a Resolution authorizing the execution of a Professional Service Agreement with Catalyst Commercial to provide economic development advisory services to the City and Duncanville Community and Economic Development Corporation, in an amount not to exceed \$49,000, first by Derwin Broughton seconded by Tammi Abney.

DCEDC Board Action: Motion passed unanimously 6-0-0 Y-N-A (Yea-Nay-Abstain)

Motion to approve a Resolution authorizing the execution of a Professional Service Agreement with Catalyst Commercial to provide economic development

advisory services to the City and Duncanville Community and Economic Development Corporation, in an amount not to exceed \$49,000, first by Councilman McBurnett seconded by Mayor Pro Tem Gooden.

City Council Action: Motion passed unanimously 6-0-0 Y-N-A (Yea-Nay-Abstain)

- B. Receive and consider approval of the City of Duncanville Tax Increment Reinvestment Zone No.1 Fiscal Year 2025 Annual Report – presented by Marlon Goff

Motion to approve the City of Duncanville Tax Increment Reinvestment Zone No.1 Fiscal Year 2025 Annual Report, first by Board Member Govan, seconded by Board Member Hoffmeyer

TIF Board Action: Motion passed unanimously 4-0-0 Y-N-A (Yea-Nay-Abstain)

Motion to approve the City of Duncanville Tax Increment Reinvestment Zone No.1 Fiscal Year 2025 Annual Report, first by Councilman McBurnett seconded by Mayor Pro Tem Gooden

City Council Action: Motion passed unanimously 6-0-0 Y-N-A (Yea-Nay-Abstain)

### 3. REPORTS

- A. Briefing and Discussion on Comprehensive Plan Implementation and Development Considerations – Assistant City Manager Rauscher introduced presenter.

Kevin Shepherd, CEO Verdunity discussed Fiscal Sustainability & Development Patterns, Revenue vs Cost, Policy & Implementation Ideas for the City of Duncanville with cases and concepts from other cities in Texas.

- B. Briefing on Proposed Updates to the DCEDC Bylaws for Alignment and Governance Clarity – presented by Marlon Goff

Clarity on roles and processes of each Board. Attorney Hager reiterated statutory authority and typical practices in alignment with Council oversight, vision, and policies.

Encouraged and requests of ongoing executive-session briefings (from City Council) when staff/Boards are in active negotiations – while balancing confidentiality and accountability that align with the Comprehensive Plan.

- C. Briefing on DCEDC and TIF Fund Financial Status – presented by Marlon Goff  
Richard Jackson & Jennifer Otey were available to answer any questions

Mentions of workshops with TIF Board and City Council to align projects with the CIP.

- D. Briefing on the history and current status of a vacant real estate site owned by the DCEDC and commonly referred to as Railroad Flats. – presented by Marlon Goff

Provided background history and current information for proposals since departmental leadership transitions. Council Members shared expressions of gratitude for transparency provided.

- E. Briefing on a Request for Expressions of Interest (RFEI) to solicit concept proposals from the real estate development community for a Vacant Property owned by the DCEDC and located at 200 W Center Street. – presented by Marlon Goff.

Council & Board Members discussed options of submitting a RFEI to solicit proposals.

Josh Claunch was available to answer questions.

No action was taken place on the items.

4. PUBLIC HEARINGS

5. OTHER BUSINESS

6. EXECUTIVE SESSION: No Executive Session

7. RECONVENE INTO OPEN SESSION: No Executive Session

8. NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION: No Executive Session

9. ADJOURNMENT – DCEDC at 8:59pm, City Council at 8:59pm, TIF Board 8:59pm