



**Duncanville Community and Economic Development Corporation
Regular Meeting Agenda**

AMENDED

City Hall/Council Chambers & Briefing Room

203 E WHEATLAND RD
DUNCANVILLE, TX 75116-4824
(972) 780-5000

Monday, May 18, 2026 at 6:00 pm

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 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purposes of seeking confidential legal advice from the City Attorney on any item on the agenda at any time during the meeting.

The City of Duncanville and the Civile Service Commission 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. 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 3 business days prior to the posted meeting time.

To view the live meeting or previous meetings click on the link below.
<https://duncanvilletx.new.swagit.com/views/454/>

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. May 18, 2026
Email Eco@duncanvilletx.gov
Email title: Public Comment – 05/18/2026
First and Last Name; and address.

2. APPROVAL OF DCEDC MEETING MINUTES

- A. Consider approval of the minutes from the April 27th, 2026 Regular Meeting

3. BOARD MEMBER REPORTS

4. DIRECTOR'S REPORT

5. CONSENT AGENDA

6. PUBLIC HEARING

- A. CONDUCT A PUBLIC HEARING TO DISCUSS AND CONSIDER AN INCENTIVE AGREEMENT WITH RED BIRD BOWLING LANES, INC. IN AN AMOUNT UP TO \$30,000 FOR INFRASTRUCTURE AND PAVEMENT GRANTS AT 1114 S. MAIN STREET, DUNCANVILLE, TEXAS, 75137.
- B. CONDUCT A PUBLIC HEARING TO DISCUSS AND CONSIDER AN INCENTIVE AGREEMENT WITH A2Z TRADING LLC DBA JZ EMBROIDERY IN THE AMOUNT UP TO \$30,000 FOR INFRASTRUCTURE, LANDSCAPING, PAVEMENT, SIGNAGE AND PAINT GRANTS AT 910 S. CEDAR RIDGE DRIVE, DUNCANVILLE, TEXAS, 75137.
- C. CONDUCT A PUBLIC HEARING TO DISCUSS AND CONSIDER AN INCENTIVE AGREEMENT WITH LIN AND JEN'S HATS ON, LLC IN AN AMOUNT UP TO \$2,500 FOR A SIGNAGE GRANT AT 204 N. MAIN STREET, SUITE 101 DUNCANVILLE, TEXAS, 75116.
- D. CONDUCT A PUBLIC HEARING TO DISCUSS AND CONSIDER AN INCENTIVE AGREEMENT WITH PEOPLE FOLKS LLC IN THE AMOUNT UP TO \$22,742 FOR INFRASTRUCTURE AND SIGNAGE GRANTS AT 202 W. CENTER STREET, SUITE 103, DUNCANVILLE, TEXAS, 75116.

7. ACTION ITEMS

- A. CONSIDER APPROVAL OF AN INCENTIVE AGREEMENT WITH RED BIRD BOWLING LANES, INC. IN AN AMOUNT UP TO \$30,000 FOR INFRASTRUCTURE AND PAVEMENT GRANTS AT 1114 S. MAIN STREET, DUNCANVILLE, TEXAS, 75137; AND AUTHORIZE THE PRESIDENT TO EXECUTE THE NECESSARY DOCUMENTS.

- B. CONSIDER APPROVAL OF AN INCENTIVE AGREEMENT WITH A2Z TRADING LLC DBA JZ EMBROIDERY IN THE AMOUNT UP TO \$30,000 FOR INFRASTRUCTURE, LANDSCAPING, PAVEMENT, SIGNAGE AND PAINT GRANTS AT 910 S. CEDAR RIDGE DRIVE, DUNCANVILLE, TEXAS, 75137; AND AUTHORIZE THE PRESIDENT TO EXECUTE THE NECESSARY DOCUMENTS.
- C. CONSIDER APPROVAL OF AN INCENTIVE AGREEMENT WITH LIN AND JEN'S HATS ON, LLC IN AN AMOUNT UP TO \$2,500 FOR A SIGNAGE GRANT AT 204 N. MAIN STREET, SUITE 101 DUNCANVILLE, TEXAS, 75116; AND AUTHORIZE THE PRESIDENT TO EXECUTE THE NECESSARY DOCUMENTS.
- D. CONSIDER APPROVAL OF AN INCENTIVE AGREEMENT WITH PEOPLE FOLKS LLC IN THE AMOUNT UP TO \$22,742 FOR INFRASTRUCTURE AND SIGNAGE GRANTS AT 202 W. CENTER STREET, SUITE 103, DUNCANVILLE, TEXAS, 75116; AND AUTHORIZE THE PRESIDENT TO EXECUTE THE NECESSARY DOCUMENTS.

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

- A. Proposed Fiscal Year 2026-2027 DCEDC Budget & Workshop

9. OTHER BUSINESS

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. The Duncanville Community and Economic Development Corporation Board of Directors shall convene into closed session pursuant to Section 551.072 and 551.087 of the Texas Government Code, as authorized under Chapter 505 of the Texas Local Government Code, to deliberate the purchase, exchange, or lease of real properties located east of North Main Street, north of Daniieldale Road, west of Cockrell Hill Road, and south of West Redbird Lane, and to seek legal advice from the City Attorney regarding such real property.

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, May 12, 2016, by 5:00 P.M.** and remained posted for at least two hours after said meeting was convened.



Marlon Goff
Economic Development Director

Duncanville Community & Economic Development Corporation
 Meeting Date: 04/27/2026
 Meeting Commencement: City of Duncanville – City Hall Council Chambers

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>	✓	

Staff Name	Staff Title
Marlon Goff	Interim Director, Economic Development
Marcela Perez	Coordinator, Economic Development
Shamondra Lane	Executive Assistant, Economic Development
Mark Rauscher	Assistant City Manager for Community
Robert Hager	City Attorney - virtual

Call to Order: called to order by President Harvey at 6:03 pm.

Invocation: given by President Harvey.

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

CITIZEN’S PUBLIC FORUM – opened at 6:05 pm

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, 04/27/2026

Email: Eco@duncanvilletx.gov

Email Title: Public Comment – 04/27/2026

First and Last Name and Address

No public comment. Closed at 6:05 pm

APPROVAL OF MEETING MINUTES FOR THE FOLLOWING MEETINGS:

- A. Consider approval of the minutes from the March 9, 2026, Special Called Meeting

Motion to approve the minutes of the March 9, 2026, Special Called Meeting first by Tammi Abney, seconded by Derwin Broughton.

Action: passed 5 – 0 – 0 (Yea – Nay – Abstain)

- B. Consider approval of the minutes from the March 23, 2026, Regular Meeting
Board Member Broughton stated a correction be reflected of the Reconvene from Executive Session time. Corrections were made to the minutes as stated.

Motion to approve the minutes of the March 23, 2026, Regular Meeting as corrected first by Derwin Broughton seconded, by Carolyn Thompson.

Action: passed 5 – 0 – 0 (Yea – Nay – Abstain)

BOARD MEMBER REPORTS

- A. President Harvey advised that Greg Zylka has submitted a resignation from the Board due to health issues.
B. Vice President Broughton provided recap of Charlton Methodist tour of the Emergency Room addition.
C. VP Broughton also participates in a group with the Greater Dallas Planning Council that targets marketing strategies for Southern Dallas County.

DIRECTORS' REPORT - Presented by Marlon Goff.

- A. Provided upcoming calendar events

CONSENT AGENDA – No Consent Agenda Items

PUBLIC HEARINGS – No Public Hearing Items

ACTION ITEMS – No Action Items

BRIEFINGS AND PRESENTATIONS – NO ACTIONS OR DELIBERATION WILL TAKE PLACE ON THESE ITEMS

- A. BloomFest Pre-Event Briefing – Presented by Devon Handley
B. Summary of Design Incentive Grant Applications Received (FY-26 Application Period) – Presented by Marcela Perez
C. Current Fiscal Year Update and FY2026 - 2027 DCEDC Budget Workshop – Presented by Marlon Goff

OTHER BUSINESS

- A. Discuss and consider the proposed sale of the Duncanville Community and Economic Development Corporation's ownership share of Main Station LTD located at 100 S Main Street to the majority partner. – Presented by Marlon Goff, Monte Anderson – Majority Partner made comments.

Monte Anderson, 1210 Green Leaf, Duncanville TX 75137

EXECUTIVE SESSION: No Executive Session

ADJOURNMENT

Motion to adjourn the April 27, 2026, Regular Meeting by Derwin Broughton seconded, by Tammi Abney.

Action: Meeting adjourned by President Harvey at 8:33pm.



STAFF REPORT

MEETING: Community and Economic Development Corporation - May 18, 2026

TITLE:

CONDUCT A PUBLIC HEARING TO DISCUSS AND CONSIDER AN INCENTIVE AGREEMENT WITH RED BIRD BOWLING LANES, INC. IN AN AMOUNT UP TO \$30,000 FOR INFRASTRUCTURE AND PAVEMENT GRANTS AT 1114 S. MAIN STREET, DUNCANVILLE, TEXAS, 75137.

Vision Statement:

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

Pillar:

Empower Economic Opportunity:

- **Promote strategic reinvestment in commercial corridors and support small businesses.**

STAFF RESPONSIBLE:

Marcela Perez

BACKGROUND/HISTORY:

Red Bird Lanes, located at **1114 S. Main St., Duncanville, Texas**, is a long-standing, family-owned bowling center established in **1972**. It serves as one of Duncanville’s longest continuously operating businesses, hosting youth and adult leagues, community fundraisers, group events, and maintaining active partnerships with local organizations including the school district, Chamber of Commerce, and civic groups.

The applicant and main contact is **Lauren Cathey, Owner/Manager**.

Project Overview

Red Bird Lanes is requesting Design Incentive grant funding to complete the following:

A. INFRASTRUCTURE- Grease Trap Replacement

The current grease trap is outdated and nearing end-of-life. Replacement is required to ensure:

- Compliance with current environmental and plumbing codes
- Prevention of wastewater issues
- Continued support of food service operations

B. PAVEMENT – Parking Lot Asphalt Repair & Resurfacing

The parking lot has deteriorated due to age and heavy use, resulting in safety hazards including cracks, potholes, and uneven surfaces. The project includes:

- Asphalt repair and resurfacing
- Crack sealing and pothole repair
- Re-striping for ADA compliance and improved traffic flow

The applicant notes that improved curb appeal and safety are expected to increase customer traffic.

Funding Request Breakdown

Red Bird Lanes is requesting **\$60,000** in DCEDC grant assistance.

Grant Type	Amount Requested	Description
Infrastructure Grant	\$25,000	Replacement of existing grease trap with a code-compliant system, including removal, installation, and inspection.
Pavement Grant	\$35,000	Parking lot asphalt repair and resurfacing, including pothole/crack repair and ADA-compliant re-striping.

The applicant understands that:

- DCEDC grants are reimbursement-based
- Funds are offered on a **50% matching basis**
- Full project funding must be secured by the applicant
- Grants require approval by both the DCEDC Board and City Council

Business Impact

Red Bird Lanes reported current annual revenue of **\$1,100,000**. Based on the grant application, the business projects **10% annual sales growth for each of the next three years** following project completion.

The proposed improvements will enhance the property’s appearance, accessibility, and safety, thereby supporting continued local spending and economic activity.

Employment Impact

- Current employees: 4 full-time, 23 part-time
- 75% of employees are Duncanville residents

Community Impact

Red Bird Lanes plays a significant community role through:

- Hosting local events and fundraisers
- Supporting schools, nonprofits, civic organizations
- Providing an affordable family-friendly recreation option

POLICY EXPLANATION:

Staff Recommendation

Staff finds that the project meets the General Participation Requirements for DCEDC funding.

The proposed projects address critical infrastructure needs, promote regulatory compliance, and enhance safety and access at one of Duncanville's most established entertainment venues.

Staff recommends **approval of the 50% matching** Infrastructure and Pavement Grant requests **in the amount of \$30,000.00 to Red Bird Bowling Lanes, Inc.**, subject to final City Council approval and all standard DCEDC incentive grant requirements, including:

- Completion of all improvements in compliance with City codes and inspections
- Submission of detailed invoices and proof of payment
- Completion within six months of City Council approval
- Progress updates if work extends beyond six months

FUNDING SOURCE:

ORG and Object Number

12051000-708501

Available Budget

\$528,388.50

Purchase Amount

\$30,000.00

After Encumber

\$498,388.50

ACTION ALTERNATIVES:

ATTACHMENTS:

Red Bird Bowling Lanes, Inc._Incentive Grant Application, Red Bird Lanes Location Map, Red Bird Lanes Business Plan, Red Bird Lanes Marketing Plan, Red Bird Lanes Sales and Use Tax Permit, Franchise Tax Account Status_Red Bird Lanes, Red Bird Lanes Letter to DCEDC Board, Infrastructure Quote, Pavement Quote, Red Bird Lanes Parking lot photo 1, Red Bird Lanes Parking lot photo 2

Survey Form Response

Survey Name: Survey Form Response

Business Name

Red Bird Lanes

Please list the business address:

1114 S Main St, Duncanville, Texas, United States, 75137

Please list the name and address of the property owner or management company, if applicable:

Please share the main contact for this project:

Name: Lauren Cathey, Title: Owner/ Manager
Roles: Main Contact
Contact Details: bowlredbird@gmail.com, 2146976336

Please select your business ownership type:

C Corp

Please list the year your business was started:

1972

Please upload your business plan:

Red Bird Lanes Business Plan 2026- Grease Trap and Asphalt.docx

Please upload your marketing plan:

Red Bird Lanes Marketing Plan.docx

Please upload a copy of the business' Texas Sales and Use Tax Certificate:

Please describe your project:

Red Bird Lanes is seeking funding to replace the existing grease trap to be compliant with current code and repair/resurface the parking lot.

Please upload any renderings, conceptual drawings, or samples of projects:

Please provide the current real value of your property (if applicable):

\$1,600,000

Please list your business' current sales / gross receipts / revenue generated:

1100000

Please list additional revenue to be generated as a result of the project:

We expect repair of the parking lot in increase traffic to Red Bird Lanes as it will increase curb appeal and safety for our customers.

Please list your business' sales growth expectations (Year one, Year two, Year three):

Year 1- 10%, Year 2- 10%, Year 3- 10%

Please list the total investment to your property (Interior investment \$, Exterior Investment \$)

\$800,000

Are you entering into a loan for your business or project?

No

IF YES, please provide your loan amount:

IF YES, please provide your down payment amount:

IF YES, please provide the total construction price of improvements or the property:

IF YES, please provide information the lending institution (name, address, contact person):

Please list the total number of jobs that will be added because of this project:

0

Please provide the business' total annual payroll:

375,000 USD

Please describe the types of jobs that will be created as a result of this project:

What percent of your employees are or will be Duncanville residents?

75%

Please list the number of current full-time and number of part-time employees (_FT _PT):

FT-4 PT-23

Please provide an Executive Summary about the business and owner (how were you established, what makes your story unique, what is your community involvement):

Red Bird Lanes has been family owned and operated since 1972, making it one of the longest continuously operated Duncanville businesses. We proudly serve our community in a number of capacities including supporting the school district, Chamber of Commerce, Lions Club, Leadership Southwest and much more.

What is the total amount you are requesting for your project?

60,000 USD

Please upload 3 bids or quotes for your project:

Parking Lot Bid.jpg

Grease trap bid.pdf

Please upload photos of the current project area:

Grease trap.jpg

Parking Lot 3.jpg

Parking Lot 2.jpg

Parking Lot 1.jpg

Does your project and business comply with the GENERAL PARTICIPATION REQUIREMENTS provided in the grant guidelines?

Yes

Do you understand the GRANTEE RESPONSIBILITIES provided in the grant guidelines?

Yes

Do you agree and understand that: *All grants are reimbursement based *All applicants must have the ability to fully fund the entire project *All grants are awarded on a matching basis (50% of the responsibility will remain with the applicant):

Yes

Do you understand that the DCEDC may award up to 50% of the project cost, however, the final award may be less:

Yes

Do you understand that the City of Duncanville, nor the Duncanville Community and Economic Development Corporation (DCEDC), is under any obligation to provide a grant or agreement to any applicant?

Yes

I hereby certify that, to the best of my knowledge, all information submitted in the above application and all attachments are correct and accurate. I understand that by completing this application, I am making a formal request to receive an economic development grant for our company that is contingent based upon the acceptance/approval of the DCEDC Board and Duncanville City Council. I understand that the project

workmanship must be approved by the City before grant money can be disbursed. Additionally, I understand that incentive or grant money is traditionally paid at the completion of the project as a reimbursement and that in order to be eligible for any type of DCEDC funding, a request must be made prior to the commencement of the project. I also understand that the review and approval process will take a minimum of six (6) months and that it is my responsibility to ensure that our project meets all City ordinances and/or requirements. I understand that all completed work is required to be reviewed and inspected by the Building Official or their designee. I also understand that the approval of an incentive or grant is effective for one year from the date of City Council approval, and the project and request for disbursement of the grant funds must be made prior to the one-year approval anniversary unless otherwise approved through corrective action. In addition, if the project is not completed within six months of the City Council approval date, I will be required to present an update to the DCEDC Board at their next regular meeting.

AGREEMENT

Please print name (Business Owner or Authorized Representative):

Lauren Cathey

Please provide the application date:

2026-03-31

Oak Village Cir

Braids by Kie

Rudy's Pawsome Kingdom

Salon Hairology

Xela Bistro Brunch

Cedar St

Los Rosy Taqueria Mexican

S Main St

S Main St

S Main St

Cox Farms Market - Duncanville

Azalea Ln

Cox Farms Nursery

Red Bird Lanes

Texas Fadez Barber School Recently viewed

Camellia Dr

Azalea

Business Plan for Infrastructure Grant

Red Bird Lanes

Project: Grease Trap Installation & Parking Lot Asphalt Repair

1. Executive Summary

Red Bird Lanes is a family-owned bowling center that has served the Duncanville community since 1972. As a long-standing local business, we provide affordable family entertainment, host leagues and events, and support community initiatives.

We are seeking grant funding from the City of Duncanville to support two critical infrastructure improvements:

- Installation of a new, compliant grease trap system
- Repair and resurfacing of the parking lot asphalt

These upgrades will ensure regulatory compliance, improve safety and accessibility, and enhance the overall customer experience-supporting continued economic activity and community engagement.

2. Business Overview

Business Name: Red Bird Lanes

Location: Duncanville, TX

Industry: Family entertainment / bowling center

Ownership: Family-owned and operated since 1972

Red Bird Lanes is a community hub that hosts:

- Bowling leagues for youth and adults
- Birthday parties and group events
- Local fundraisers and civic events
- Partnerships with schools, nonprofits, and the Chamber of Commerce

Our mission is to provide a welcoming, safe, and fun environment for families and the community.

3. Statement of Need

Grease Trap Replacement

The current grease trap system is outdated and nearing the end of its useful life. Upgrading is necessary to:

- Meet current city and environmental regulations
- Prevent plumbing and wastewater issues
- Ensure proper food service operations

Parking Lot Asphalt Repair

The parking lot has deteriorated due to age and heavy use, resulting in:

- Cracks, potholes, and uneven surfaces
- Safety concerns for customers and staff
- Reduced accessibility and curb appeal

Without these improvements, the business risks increased maintenance costs, potential compliance issues, and a decline in customer experience.

4. Project Description

Scope of Work

Grease Trap Installation

- Removal of existing system
- Installation of new code-compliant grease trap
- Connection to plumbing and inspection

Parking Lot Improvements

- Asphalt repair and resurfacing
- Crack sealing and pothole repair
- Re-striping for ADA compliance and improved traffic flow

5. Project Goals & Outcomes

Goals:

- Ensure compliance with city and environmental regulations
- Improve safety and accessibility for all visitors
- Enhance the appearance and functionality of the property
- Support long-term sustainability of the business

Expected Outcomes:

- Reduced maintenance and emergency repair costs
- Increased customer satisfaction and foot traffic
- Improved safety and ADA accessibility
- Continued ability to host community events and leagues

6. Community Impact

Red Bird Lanes plays an important role in the Duncanville community by:

- Providing a safe, family-friendly entertainment venue
- Hosting local events, fundraisers, and youth activities
- Supporting local organizations and partnerships

These improvements will:

- Create a safer environment for residents and visitors
- Enhance the visual appeal of the area
- Encourage continued local spending and economic activity

7. Budget (Estimated)

Project Component	Estimated Cost
Grease Trap Installation	\$25,000
Parking Lot Asphalt Repair	\$35,000
Total Project Cost	\$60,000

8. Timeline

Phase	Timeline
Contractor Selection	30 days
Permitting & Approvals	30–45 days
Construction	2–4 weeks
Project Completion	Within 120 days of approval

9. Funding Request

We respectfully request grant funding assistance to support these infrastructure improvements. This investment will allow Red Bird Lanes to continue serving the community while maintaining compliance, safety, and operational excellence.

10. Conclusion

As a long-standing, family-owned business, Red Bird Lanes is committed to the continued growth and vitality of Duncanville. These infrastructure upgrades are essential to maintaining a safe, welcoming, and compliant facility for our customers and community.

We appreciate the City's consideration and support in helping us invest in the future of our business and our community.

Marketing Plan for Infrastructure Improvement Project

Red Bird Lanes

Project: Grease Trap Installation & Parking Lot Asphalt Repair

1. Purpose of Marketing Plan

The purpose of this marketing plan is to maximize community awareness, increase customer engagement, and drive economic activity following the completion of infrastructure improvements at Red Bird Lanes.

These upgrades will be positioned not just as repairs, but as a reinvestment in the Duncanville community—enhancing safety, accessibility, and overall experience.

2. Marketing Objectives

- Increase customer traffic by 15–25% within 6 months of project completion
- Re-engage former customers and attract new visitors
- Highlight partnership with the City of Duncanville
- Promote Red Bird Lanes as a safe, updated, and community-focused venue
- Drive bookings for leagues, parties, and events

3. Target Audience

- Local families in Duncanville and surrounding areas
- Youth and adult bowling leagues
- Schools, churches, and nonprofit groups
- Corporate and small business groups
- Visitors from neighboring communities

4. Key Messaging

Primary Message:

“Red Bird Lanes is investing in a better, safer, and more welcoming experience for our community.”

Supporting Messages:

- Proudly improving our facility with support from the City of Duncanville
- Family-owned and serving the community since 1972

5. Marketing Strategies

A. Grand Re-Opening Campaign

- Host a “Roll Into Something New” or “Fresh Lanes, Fresh Start” event
- Offer:
 - Discounted games
 - Free shoe rentals
 - Family packages
- Invite:
 - City officials
 - Chamber of Commerce

B. Social Media Campaign

- Platforms: Facebook, Instagram
- Content:
 - Before-and-after photos of parking lot improvements
 - Behind-the-scenes of upgrades
 - Customer testimonials

C. Community Partnerships

- Collaborate with:
 - Duncanville Chamber of Commerce
 - Local schools and PTA groups
 - Nonprofits (fundraiser nights)
- Offer:
 - “Community Appreciation Nights”
 - League sign-up incentives

D. On-Site Marketing & Visibility

- Install signage:
 - “Improved with support from the City of Duncanville”
- Refresh exterior appearance (paired with parking lot upgrade)

6. Implementation Timeline

Phase	Activities
Pre-Construction	Announce project, teaser posts
During Construction	Progress updates, community messaging
Completion	Grand reopening campaign launch
Post-Launch	Ongoing promotions & partnerships

7. Budget (Estimated)

Item	Estimated Cost
Event Marketing (Grand Reopening)	\$1,000–\$2,000
Social Media Advertising	\$500–\$1,000
Signage & Banners	\$500–\$1,500
Total Marketing Investment	\$2,000–\$4,500

8. Measurement & Success Metrics

- Increase in monthly customer visits
- Growth in league registrations
- Event and party bookings
- Social media engagement (likes, shares, reach)
- Customer feedback and reviews

9. Community Impact

This marketing plan ensures that the city’s investment is visible and impactful by:

- Publicly recognizing the City of Duncanville’s support
- Driving increased local economic activity
- Strengthening community engagement and partnerships
- Enhancing the reputation of Duncanville as a place to gather and do business

10. Conclusion

Through strategic marketing efforts, Red Bird Lanes will utilize these infrastructure improvements to increase visibility, attract new customers, and deepen community connections. This plan ensures that the City’s investment results in measurable economic and social benefits.

TEXAS SALES AND USE TAX PERMIT

This permit is not transferable, and this side must be prominently displayed in your place of business.

Retailers: A seller may NOT accept a copy of this permit in lieu of a properly completed exemption or resale certificate. A certificate is necessary to document why tax is not collected on a sale.

You must obtain a new permit if there is a change of ownership, location, or business location name

TAXPAYER NAME, BUSINESS LOCATION NAME, and PHYSICAL LOCATION

RED BIRD BOWLING LANES, INC.

RED BIRD LANES

1114 S MAIN ST

DUNCANVILLE

TX 75137

DALLAS COUNTY

NAICS: 722410 Drinking Places (Alcoholic Beverages)

WE SHOW THIS BUSINESS IN THE FOLLOWING LOCAL SALES TAX AUTHORITIES:

CITY: DUNCANVILLE

EFF: 04/01/1978

Type of permit

SALES AND USE TAX

Taxpayer number


1-75-1599462-6

Location number

00001

First business date of location

04/01/1978



Glenn Hegar

Comptroller of Public Accounts

You may need to collect sales and/or use tax for other local taxing authorities depending on your type of business.

For additional information, see "Collecting Local Sales and Use Tax" section on the back of this document.

If you have any questions regarding sales tax, visit www.comptroller.state.tx.us or call 1-800-955-5555

FRANCHISE TAX ACCOUNT STATUS

This record as of May 11, 2026 at 17:19:33

RED BIRD BOWLING LANES, INC.

Texas Taxpayer Number:	17515994626
Mailing Address:	1114 S MAIN ST DUNCANVILLE, TX 75137 - 3202
Right to Transact Business in Texas:	ACTIVE
State of Formation:	TX
SOS Registration Status (SOS status updated each business day):	ACTIVE
Effective SOS Registration Date:	04/03/1978
Texas SOS File Number:	0043131500
Registered Agent Name:	LOIS CATHEY
Registered Office Street Address:	1114 S. MAIN ST. DUNCANVILLE, TX

Public Information Report for Year 2025

Title	Name and Address
PRESIDENT	BILLY CATHEY 1114 S MAIN STREET DUNCANVILLE, TX 75137 Source: CPA
SECRETARY/TREASURER	JENNIFER THILL 1114 S MAIN STREET DUNCANVILLE, TX 75137 Source: CPA
VICE PRESIDENT	LAUREN CATHEY 1114 S MAIN STREET DUNCANVILLE, TX 75137 Source: CPA

Information on this site is obtained from the most recent Public Information Report (PIR) submitted to the Comptroller of Public Accounts (CPA) or from the most recent PIR processed by the Secretary of State (SOS). Annual PIRs submitted to the CPA are forwarded to the SOS.



Red Bird Lanes
1114 S Main St.
Duncanville, TX 75137

May 6, 2026

To the Baord,

We made several attempts to obtain additional quotes for this project/service, but had difficulty finding vendors who were available, responsive, or able to meet the needs and timeline required. Due to the specific nature of the work, there were limited companies willing or able to provide comparable bids.

After reaching out to multiple vendors, the quote submitted was determined to be the best available option based on responsiveness, experience, availability, and overall fit for the project.

This letter is being included in the Board meeting packet to help explain the circumstances surrounding the bid process in the event there are questions regarding additional quotes.

Please let me know if you need any additional information.

Thank you,

Lauren Cathey
Owner Red Bird Lanes

972-298-7143
www.redbirdlanes.com
bowlredbird@gmail.com



P.O. Box 175 • Cleburne, TX 76033 • 817.558.0404 • Fax 817.556.0187
ppplummp@yahoo.com • pandpplumbing.com

Red Bird Lanes
1114 S Main
Duncanville, Texas 75137
972-298-7143

May 6, 2024

Revised Bid

Includes: Remove a small area of concrete to access and replace the existing grease interceptor. Size of the new interceptor will be as per City of Duncanville (minimum 250 gallons per minute flow rate). Replace the concrete that we remove. P & P Plumbing will jet the existing inlet and outlet lines of grease interceptor while onsite. We will remove all spoils we create and the existing interceptor from the job site. Reroute the existing water service line if needed. Barricades will remain in place while work is completed and concrete is dry.

\$21,780.00

Does Not Include: Replacement of the sewer line to or from existing location of interceptor over 5ft in length. Repairs to any existing plumbing inside the building.

Michael Patton
P & P Plumbing

The Bitterness of poor quality remains long after the Sweetness of low prices is forgotten.



METROPLEX PAVING
 ASPHALT - SEALCOAT - PAVING
 149 E. Tripp Road
 Sunnyvale, Texas 75182
 214-415-1927
 metroplexpaving@gmail.com

PROPOSAL--CONTRACT



DATE <u>11-17-25</u> PROPOSAL NO <u>69013</u>	
CONTRACTOR'S NAME: <u>Metroplex Paving</u>	OWNER'S NAME: <u>Redbird Bowl Lanes</u>
WE HEREBY PROPOSE to furnish all materials, equipment and necessary labor to complete the following work.	
CONTRACTOR'S ADDRESS	OWNER'S ADDRESS <u>1114 MAIN ST</u>
CITY, STATE & ZIP CODE	CITY, STATE & ZIP CODE <u>DUNCANVILLE TX</u>
TELEPHONE / FAX / ALT. PH. / EMAIL	TELEPHONE / FAX / ALT. PH. / EMAIL

PROPOSED PAYMENT: Owner agrees to pay Contractor a PROPOSED total cash price of \$ 35000 Dollars.
 OWNER represents that this agreement is a cash transaction wherein no financing is contemplated and contractor acts in reliance on said representation.

PAYMENTS TO BE MADE AS FOLLOWS:

- 1. DOWN payment of \$
- BALANCE ON COMPLETION 350 SQ Foot

SCOPE OF WORK

Initial preparation of job site consisting of complete cleanup of area to be overlaid with asphalt, including the removal of all excess dirt and gravel. Dig out and remove broken and loose asphalt areas previously identified during inspection. Clean damaged area and refill, where necessary, with Type D Asphalt Hot Mix. Remove all debris from site and insure overlay area is properly cleaned and prepared for an asphalt overlay. Mechanically sweep area to insure proper bonding of asphalt to existing surface. Overlay approximately 14000 sq. feet of parking lot with 2" inches of Type D Asphalt Hot Mix. More asphalt may be used in areas to insure proper grade. Mechanically roll area to insure proper compaction.

LIST ADDITIONAL SERVICES HERE:

REMOVE ALL CAR CURBS & RESTRIPE LOT.

ACCEPTANCE OF PROPOSAL

You are hereby authorized to furnish all material, equipment and labor to complete the work described in the above proposal, for which undersigned agrees to pay the amount stated in said proposal and according to the terms thereof. Any changes involving extra cost of labor, materials will be executed only on submission and acceptance of a written change order.

Signature: [Signature]
 (CONTRACTOR)

Signature: _____
 (OWNER'S)

Date of Acceptance: _____







STAFF REPORT

MEETING: Community and Economic Development Corporation - May 18, 2026

TITLE:

CONDUCT A PUBLIC HEARING TO DISCUSS AND CONSIDER AN INCENTIVE AGREEMENT WITH A2Z TRADING LLC DBA JZ EMBROIDERY IN THE AMOUNT UP TO \$30,000 FOR INFRASTRUCTURE, LANDSCAPING, PAVEMENT, SIGNAGE AND PAINT GRANTS AT 910 S. CEDAR RIDGE DRIVE, DUNCANVILLE, TEXAS, 75137.

Vision Statement:

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

Pillar:

Empower Economic Opportunity:

- **Promote strategic reinvestment in commercial corridors and support small businesses.**

STAFF RESPONSIBLE:

Marcela Perez

BACKGROUND/HISTORY:

JZ Embroidery, established in 2009, is co-owned by **Ali Kathiria** and **Joseph Mason**, a disabled U.S. Navy veteran and long-time Duncanville resident. The established Duncanville business offers custom embroidery, promotional products, team and school apparel, and related branding services. Ownership maintains a hands-on management style focused on service quality, production capability, and strong customer relationships.

The business began in the Cedar Park Shopping Center in 2009 and expanded multiple times before purchasing its current 6,000 sq ft commercial building located at **910 S. Cedar Ridge Drive, Duncanville, Texas**. This transition reflects more than a decade of sustained growth and reinvestment in Duncanville.

The applicant and main contact is **Ali Kathiria, Owner/Manager**.

Project Overview

Across its five applications, JZ Embroidery proposes a coordinated exterior and site enhancement project that includes:

- A. Parking lot resurfacing, repairs, and new striping
- B. Full exterior repainting and façade modernization
- C. Upgraded commercial signage and exterior branding elements
- D. Landscaping, irrigation, planters, and frontage enhancements
- E. Infrastructure upgrades including HVAC improvements for warehouse usability

Together, these improvements will modernize the site, enhance safety, improve customer navigation and access, and refresh the visual presence of the business along an important commercial corridor.

Funding Request Breakdown

JZ Embroidery is requesting **\$60,000** in DCEDC grant assistance.

Grant Category	Amount Requested	Description
Infrastructure Grant	\$15,000	HVAC upgrades and site infrastructure improvements
Landscaping Grant	\$7,500	Landscape installation, irrigation, planters
Paint Grant	\$7,500	Complete exterior repaint
Signage Grant	\$5,000	Building signage upgrades
Pavement Grant	\$25,000	Parking lot resurfacing, repairs, and striping

The applicant understands that:

- DCEDC grants are reimbursement-based
- Funds are offered on a **50% matching basis**
- Full project funding must be secured by the applicant
- Grants require approval by both the DCEDC Board and City Council

Business Impact

JZ Embroidery reported current annual revenue of **\$650,000**. Based on the grant application, the business projects **12% annual sales growth for each of the next three years** following project completion.

The proposed improvements directly support JZ Embroidery’s business strategy, as

outlined in its business and marketing plans, by giving their property a modernized façade, improved parking lot, and updated signage reinforce the business’s professional identity and help differentiate it from regional competitors and online platforms.

The company projects meaningful sales growth tied to improved visibility and better customer experience. Infrastructure and HVAC upgrades improve working conditions in production areas and enable future expansion of in-house services such as vehicle wraps and fleet graphics.

Employment Impact

The business anticipates adding several new positions tied to both increased capacity and expanded services, which may include:

- Graphic designer
- Marketing & sales representative
- Wrap technician
- Shop or production manager

These roles strengthen the local job base and provide additional skilled employment opportunities.

Expanded capacity and increased visibility strengthen the company’s ability to continue offering student internships and hands-on learning experiences for local youth.

Community Impact

JZ Embroidery is a widely used service provider for Duncanville schools, churches, teams, and civic organizations. A more attractive, modern storefront reinforces community pride and supports local patronage.

Through volunteerism, school partnerships, and youth sports involvement, the business remains an active contributor to the Duncanville community. Its long-term investment in the property further demonstrates commitment to the city.

POLICY EXPLANATION:

Staff Recommendation

Staff finds that the project meets the General Participation Requirements for DCEDC funding.

The proposed improvements represent a substantial private reinvestment by an established Duncanville business and advance DCEDC’s priorities of commercial corridor enhancement, business retention, employment expansion, and long-term economic vitality.

Staff recommends **approval of the 50% matching** Infrastructure, Landscaping, Pavement, Signage, and Paint Grant requests **in the amount of \$30,000.00 to A2Z**

Trading LLC DBA JZ Embroidery, subject to final City Council approval and all standard DCEDC incentive grant requirements, including:

- Completion of all improvements in compliance with City codes and inspections
- Submission of detailed invoices and proof of payment
- Completion within six months of City Council approval
- Progress updates if work extends beyond six months

FUNDING SOURCE:

ORG and Object Number

12051000-708501

Available Budget

\$528,388.50

Purchase Amount

\$30,000.00

After Encumber

\$498,388.50

ACTION ALTERNATIVES:

ATTACHMENTS:

Infrastructure Application and Quotes, Landscaping Application and Quotes, Paint Application and Quotes, Pavement Application and Quotes, Signage Application and Quotes, Franchise Tax Account Status_A2Z Trading LLC, A2z Trading DBA JZ Embroidery Sales and Use Tax Permit, JZ Embroidery_Business Plan, JZ Embroidery_Marketing Plan, JZ Embroidery Location Map, JZ Emb Current Exterior photo 1, JZ Emb Current exterior photo 2

Survey Form Response

Survey Name: Survey Form Response

Business Name

JZ Embroidery

Please list the business address:

910 S Cedar Ridge Dr, Duncanville, Texas, United States, 75137

Please list the name and address of the property owner or management company, if applicable:

Ali Kathiria

Please share the main contact for this project:

Name: Ali Kathiria, Title: Owner
Roles: Main Contact
Contact Details: jzemb@jzemb.com, 210-857-8162

Please select your business ownership type:

S Corp

Please list the year your business was started:

2009

Please upload your business plan:

JZEmbroidery_BusinessPlan.pdf

Please upload your marketing plan:

JZ_Embroidery_Marketing_Plan.pdf

Please upload a copy of the business' Texas Sales and Use Tax Certificate:

Sales and use tax permit.jpg

Please describe your project:

JZ Embroidery plans to complete exterior property improvements at its Duncanville location, including parking lot resurfacing and striping, exterior paint, landscaping and planters, and installation of updated signage. The project is intended to improve safety, visibility, curb appeal, and the overall customer experience while enhancing the appearance of the surrounding corridor.

Please upload any renderings, conceptual drawings, or samples of projects:

Please provide the current real value of your property (if applicable):

455000

Please list your business' current sales / gross receipts / revenue generated:

650000

Please list additional revenue to be generated as a result of the project:

200000

Please list your business' sales growth expectations (Year one, Year two, Year three):

12% over 3 years

Please list the total investment to your property (Interior investment \$, Exterior Investment \$)

150000

Are you entering into a loan for your business or project?

No

IF YES, please provide your loan amount:

IF YES, please provide your down payment amount:

IF YES, please provide the total construction price of improvements or the property:

IF YES, please provide information the lending institution (name, address, contact person):

Please list the total number of jobs that will be added because of this project:

Please provide the business' total annual payroll:

146,000 USD

Please describe the types of jobs that will be created as a result of this project:

What percent of your employees are or will be Duncanville residents?

0

Please list the number of current full-time and number of part-time employees (_FT _PT):

4 Full Time

Please provide an Executive Summary about the business and owner (how were you established, what makes your story unique, what is your community involvement):

Our story is built on service, perseverance, and a deep-rooted commitment to the Duncanville community. My name is Abbas Kathria, and I am a co-owner of the business alongside my partner, Joseph Mason, a disabled U.S. Navy veteran who served during Desert Shield and Desert Storm. His lifelong commitment to service has played a major role in shaping the values and mission of our company.

Joseph made Duncanville his home in 1998, where he raised two children through Duncanville ISD and became actively involved in the local community.

In 2009, I moved with my family from San Antonio to the Dallas area in search of greater opportunity. We chose Duncanville because of its strong sense of community, its support for local businesses, and its deep involvement in youth sports and family life. It was clear to us that Duncanville was not just a place to operate a business, but a place to build a future.

That same year, alongside my business partner Joseph Mason, and with the support of my parents, we founded our business in the Cedar Park Shopping Center in Duncanville. From the beginning, this was a true family effort—we worked day and night to build the business from the ground up through hard work, sacrifice, and determination.

What started as a small operation quickly grew as we earned the trust of local customers. Over the years, we expanded within the same shopping center, relocating three times as opportunities arose for larger spaces to support increasing demand. This growth reflects both our dedication and the strong support we have received from the Duncanville community.

As the business continued to grow, we made a long-term investment in the city by purchasing our own commercial property at 910 S. Cedar Ridge Drive, expanding from approximately 2,300 square feet to a 6,000 square foot facility. Today, we are proud building owners—an achievement that represents years of reinvestment and belief in Duncanville's future.

Our business contributes to the local economy through ongoing operations, job support, and consistent tax contributions, and we are committed to continuing that growth.

Community involvement has always been a priority for us. Joseph has volunteered extensively within Duncanville schools, supporting fundraisers, field trips, and student activities. He has also coached youth sports, including basketball, football, soccer, and baseball, focusing on mentoring and creating a positive impact for young boys and girls in the community.

In addition, JZ Embroidery actively partners with Village Tech High School, providing students with hands-on internship opportunities each year. Through this program, we help students gain real-world experience, develop practical skills, and better prepare for future careers—further strengthening our commitment to investing in the next generation.

In addition to his role in the business, Joseph has dedicated over 25 years as a full-time firefighter and paramedic serving the citizens of Dallas and surrounding areas and has served as a backup chaplain for Dallas Fire Rescue, providing support during critical times.

This business is more than a company, it is a reflection of our shared commitment to service, community, and long-term growth.

Looking ahead, we plan to continue expanding our operations in Duncanville, increasing our capacity to serve local businesses and organizations, and creating additional opportunities within the community.

Through this grant, we aim to further invest in our growth, strengthen our services, and continue contributing to the economic development of the city we proudly call home.

What is the total amount you are requesting for your project?

15,000 USD

Please upload 3 bids or quotes for your project:

Aces Heating and Air.pdf

Alpha Heating Invoice.pdf

HVAC_Quote_Manuel_Guerrero.pdf

Please upload photos of the current project area:

PHOTO-2026-03-31-15-46-15.jpg

Does your project and business comply with the GENERAL PARTICIPATION REQUIREMENTS provided in the grant guidelines?

Yes

Do you understand the GRANTEE RESPONSIBILITIES provided in the grant guidelines?

Yes

Do you agree and understand that: *All grants are reimbursement based *All applicants must have the ability to fully fund the entire project *All grants are awarded on a matching basis (50% of the responsibility will remain with the applicant):

Yes

Do you understand that the DCEDC may award up to 50% of the project cost, however, the final award may be less:

Yes

Do you understand that the City of Duncanville, nor the Duncanville Community and Economic Development Corporation (DCEDC), is under any obligation to provide a grant or agreement to any applicant?

Yes

I hereby certify that, to the best of my knowledge, all information submitted in the above application and all attachments are correct and accurate. I understand that by completing this application, I am making a formal request to receive an economic development grant for our company that is contingent based upon the acceptance/approval of the DCEDC Board and Duncanville City Council. I understand that the project workmanship must be approved by the City before grant money can be disbursed. Additionally, I understand that incentive or grant money is traditionally paid at the completion of the project as a reimbursement and that in order to be eligible for any type of DCEDC funding, a request must be made prior to the commencement of the project. I also understand that the review and approval process will take a minimum of six (6) months and that it is my responsibility to ensure that our project meets all City ordinances and/or requirements. I understand that all completed work is required to be reviewed and inspected by the Building Official or their designee. I also understand that the approval of an incentive or grant is effective for one year from the date of City Council approval, and the project and request for disbursement of the grant funds must be made prior to the one-year approval anniversary unless otherwise approved through corrective action. In addition, if the project is not completed within six months of the City Council approval date, I will be required to present an update to the DCEDC Board at their next regular meeting.

AGREEMENT

Please print name (Business Owner or Authorized Representative):

Ali Kathiria

Please provide the application date:

2026-03-31



ESTIMATE	#677
SERVICE DATE	Mar 18, 2026
TOTAL	\$14,200.00

Aces AC and Heat

Jz Embroidery
 910 S Cedar Ridge Dr
 Duncanville, TX 75137

(210) 857-8162
 jzemb@jzemb.com

CONTACT US

503 N Horne St
 Duncanville, TX 75116

(469) 323-3806
 acesacandheat@yahoo.com

Service completed by: Evert Martinez

ESTIMATE

Services	qty	unit price	amount
Installation Back warehouse. 5 ton hvac system	1.0	\$11,000.00	\$11,000.00
Miscellaneous work. Round metal duct work	1.0	\$3,200.00	\$3,200.00

Services subtotal: \$14,200.00

Subtotal	\$14,200.00
Tax (Dallas 8.25%)	\$0.00

Total \$14,200.00

Installation of 5 ton new hvac system for back warehouse. Trane gas heater system. roof top condenser. All new round metal duct work. Customer to provide electrical for heater and ac system on roof.

Thank you for trusting Aces AC And Heat to provide you service with your heating and cooling needs.

ALPHA HEATING & COOLING LLC

Professional HVAC Services • Dallas, TX

CONTACT INFORMATION

1910 Pacific Ave, Dallas, TX 75201
Phone: (972) 291-9316
Texas License #: TACLB002064

Invoice #:	1021	Date:	March 5, 2026
Bill To:	JZ Embroidery	Phone:	972-298-9786
Address:	910 S Cedar Ridge Dr, Duncanville, TX 75137		

Description	Amount
Installation of TRANE 5 Ton HVAC System (Warehouse)	\$11,000.00
Custom METAL Duct Work (T-Shape Installation)	\$3,720.00
Subtotal:	\$14,720.00
Tax (8.25%):	\$1,214.40
Total:	\$15,934.40

Thank you for your business.

MG HVAC SERVICES

Heating • Ventilation • Air Conditioning

QUOTE

From:

Manuel Guerrero
104 Remington Dr
Waxahachie, TX 75165
(469) 323-3806

Bill To:

JZ Embroidery
910 S Cedar Ridge Dr
Duncanville, TX 75137
(210) 857-8162
jzemb@jzemb.com

Quote #: 677

Date: March 18, 2026

Service Description	Qty	Unit Price	Amount
Installation of TRANE 5 Ton HVAC System (Back Warehouse)	1	\$11,000.00	\$11,000.00
Round Metal Duct Work & Miscellaneous Work	1	\$4,520.00	\$4,520.00

Installation of TRANE 5 Ton HVAC system for back warehouse.
TRANE gas heater system with rooftop condenser.
All new round metal duct work installed (adjusted scope).
Customer to provide electrical for heater and AC system on roof.

Total Estimated Cost: \$15,520.00

This quote is valid for 30 days.

Survey Form Response

Survey Name: Survey Form Response

Business Name

JZ Embroidery

Please list the business address:

910 S Cedar Ridge Dr, Duncanville, Texas, United States, 75137

Please list the name and address of the property owner or management company, if applicable:

Ali Kathiria

Please share the main contact for this project:

Name: Ali Kathiria , Title: Owner
Roles: Main Contact
Contact Details: jzemb@jzemb.com, 210-857-8162

Please select your business ownership type:

S Corp

Please list the year your business was started:

2009

Please upload your business plan:

JZEmbroidery_BusinessPlan.pdf

Please upload your marketing plan:

JZ_Embroidery_Marketing_Plan.pdf

Please upload a copy of the business' Texas Sales and Use Tax Certificate:

Please describe your project:

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Please upload any renderings, conceptual drawings, or samples of projects:

Landscaping Add - Front.PNG

Please provide the current real value of your property (if applicable):

455000

Please list your business' current sales / gross receipts / revenue generated:

650000

Please list additional revenue to be generated as a result of the project:

200000

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12% over 3 years

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150,000

Are you entering into a loan for your business or project?

No

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IF YES, please provide information the lending institution (name, address, contact person):

Please list the total number of jobs that will be added because of this project:

Please provide the business' total annual payroll:

146,000 USD

Please describe the types of jobs that will be created as a result of this project:

What percent of your employees are or will be Duncanville residents?

0

Please list the number of current full-time and number of part-time employees (_FT _PT):

4 full-time

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Through this grant, we aim to further invest in our growth, strengthen our services, and continue contributing to the economic development of the city we proudly call home.

What is the total amount you are requesting for your project?

7,500 USD

Please upload 3 bids or quotes for your project:

McShane Landscaping.pdf

Newland.pdf

Quote_Urban Landscaping & Irrigation.pdf

Please upload photos of the current project area:

IMG_7425.jpeg

IMG_7426.jpeg

IMG_7522.jpeg

Does your project and business comply with the GENERAL PARTICIPATION REQUIREMENTS provided in the grant guidelines?

Yes

Do you understand the GRANTEE RESPONSIBILITIES provided in the grant guidelines?

Yes

Do you agree and understand that: *All grants are reimbursement based *All applicants must have the ability to fully fund the entire project *All grants are awarded on a matching basis (50% of the responsibility will remain with the applicant):

Yes

Do you understand that the DCEDC may award up to 50% of the project cost, however, the final award may be less:

Yes

Do you understand that the City of Duncanville, nor the Duncanville Community and Economic Development Corporation (DCEDC), is under any obligation to provide a grant or agreement to any applicant?

Yes

I hereby certify that, to the best of my knowledge, all information submitted in the above application and all attachments are correct and accurate. I understand that by completing this application, I am making a formal request to receive an economic development grant for our company that is contingent based upon the acceptance/approval of the DCEDC Board and Duncanville City Council. I understand that the project workmanship must be approved by the City before grant money can be disbursed. Additionally, I understand that incentive or grant money is traditionally paid at the completion of the project as a reimbursement and that in order to be eligible for any type of DCEDC funding, a request must be made prior to the commencement of the project. I also understand that the review and approval process will take a minimum of six (6) months and that it is my responsibility to ensure that our project meets all City ordinances and/or requirements. I understand that all completed work is required to be reviewed and inspected by the Building Official or their designee. I also understand that the approval of an incentive or grant is effective for one year from the date of City Council approval, and the project and request for disbursement of the grant funds must be made prior to the one-year approval anniversary unless otherwise approved through corrective action. In addition, if the project is not completed within six months of the City Council approval date, I will be required to present an update to the DCEDC Board at their next regular meeting.

AGREEMENT

Please print name (Business Owner or Authorized Representative):

Ali Kathiria

Please provide the application date:

2026-03-31

ESTIMATE

Mcshane Landscaping DFW
2038 SE 4th St
Grand Prairie, TX 75051-4044

mcshanelandscapingdfw@gmail.co
m
+1 (469) 315-2708
[https://mcshanelandscapingdfw.co
m](https://mcshanelandscapingdfw.com)

Bill to

910 s cedar

Estimate details

Estimate no.: 143
Estimate date: 03/18/2026

#	Product or service	Description	Qty	Rate	Amount
1.	planters	<p>-Install (6) 4ft by 2 ft wooden planters -2 planters in front, 2 planters on both sides (no planters behind building -Fill in planters with enriched top soil -plant color/drought resistant plants in planters. Plants used will be (Adam's needle,red salvia, purple salvia, yellow galphimia) Each planter will have 3-5 plants in each -Install white gravel in areas where granite is -Spray new gravel with rock glue ensuring permanent placement and no stragglng rocks Any add ons will result to an up charge at final payments. We will require 50% cost upfront and final 50% after completion of job. Clean finish</p>	1	\$3,975.00	\$3,975.00
				Total	\$3,975.00

Accepted date

Accepted by



Estimate # 253

Hi

At Urban Landscaping & Irrigation, we're excited to offer you a free estimate for our complete lawn care services. Our friendly and skilled team is dedicated to making your outdoor area thrive, keeping it lush and welcoming no matter the season. Please note that this estimate may vary based on your property's size and current condition, as well as any extra services you may request.

Please check the boxes next to the services you'd like to include, then digitally sign by clicking the "I Accept" button to approve the estimate.

Step 1: Select your services

Select 2: Click Acceptance and sign at the bottom.

Name/Description	Estimate Description	Rate	Amount
<p>Commercial Landscape - InsDCStn Install decorative stone elements supplied by the vendor, including placement and stabilization within landscape beds or design areas.</p>	<p>AREA 1 – Main Entry / Glass Window Section</p> <p><i>(Picture showing glass storefront, wall edge, narrow existing planter)</i></p> <p>Existing Condition</p> <ul style="list-style-type: none"> • Narrow planter with minimal impact • Limited visual interest at building entry • Soil/ground cover exposed <p>Proposed Improvements</p> <ul style="list-style-type: none"> • Remove existing plant material • Install custom retaining planter box (2) aligned with storefront edge • UV-rated artificial plants suitable for outdoor use • Install light tan / cream decorative stone • Clean, defined edge between sidewalk and planting <p>Estimated Area Coverage</p> <ul style="list-style-type: none"> • Bed Dimensions: 18 inches wide x 10 feet long x 4 feet height (visual space) • Total Linear Coverage: 10 ft <p>Options</p> <ul style="list-style-type: none"> • Upgrade to premium planters: +\$100-\$200 • Upgrade to higher-end artificial plants (more realistic): +\$150 	3030.00	3030.00
<p>Commercial Landscape - InsDCStn Install decorative stone elements supplied by the vendor, including placement and stabilization within landscape beds or design areas.</p>	<p>AREA 2 – Middle Building Run / Long Walkway Planters</p> <p><i>(Picture showing long sidewalk run with existing small trees and planters)</i></p>	4215.00	4215.00

Name/Description	Estimate Description	Rate	Amount
	<p>Existing Condition</p> <ul style="list-style-type: none"> • Repetitive, undersized planters • Mixed plant health • Does not visually balance building length <p>Proposed Improvements</p> <ul style="list-style-type: none"> • Remove existing landscaping • Install evenly spaced retaining planter boxes • Add small ornamental trees (10) (multi-trunk or upright) • Full decorative stone ground cover <p>Estimated Area Coverage</p> <ul style="list-style-type: none"> • Approx. 315 sq ft <p>Options</p> <ul style="list-style-type: none"> • Upgrade to premium artificial trees (more realistic): +\$300-\$500 • Add edging (metal or stone border): +\$200-\$400 • Increase rock depth to 3" for higher-end finish: +\$120 • Add lighting for trees (major visual upgrade): +\$400-\$800 		

Total \$7,245.00

At Urban Landscaping & Irrigation, we recognize the significance of having a stunning lawn and landscape for your residence or business. We believe that a vibrant, meticulously cared-for outdoor space not only brings joy to your everyday life but also elevates the value of your property.

Our goal is to offer top-notch service tailored to meet all your landscaping requirements. Whether you have a specific project in mind or need comprehensive maintenance, Urban Landscaping & Irrigation is equipped with the tools and knowledge to efficiently transform your lawn.

Let us take care of the hard work so you can revel in the beauty of your new landscape without delay. We look forward to the opportunity to enhance your outdoor space and exceed your expectations.

Acceptance of Estimate: Please indicate your acceptance of this estimate by signing and returning a copy to us. If you have any questions or would like to discuss any aspect of the proposed services further, please don't hesitate to contact us.

Terms and Conditions:

Payment Terms: Payment is due upon receipt of invoice.

Service Schedule: Lawn maintenance visits will be scheduled on a monthly basis, with dates and times coordinated in advance with the client.

Satisfaction Guarantee: We stand behind the quality of our work and strive for complete customer satisfaction. If you are not satisfied with any aspect of our services, please let us know, and we will make it right.

Thank you for considering Urban Landscaping & Irrigation for your lawn maintenance needs. We look forward to the opportunity to serve you and help you achieve the beautiful outdoor space you desire.

Call us Now

Text us Now

Urban Landscaping & Irrigation
972-227-9999
info@callurban.com

Signature _____

Survey Form Response

Survey Name: Survey Form Response

1. Business Name

JZ Embroidery

2. Please list the business address:

910 S Cedar Ridge Dr, Duncanville, Texas, United States, 75137

3. Please list the name and address of the property owner or management company, if applicable:

Ali Kathiria

4. Please share the main contact for this project:

Name: Ali Kathiria, Title: Owner
Roles: Main Contact
Contact Details: jzemb@jzemb.com, 210-857-8162

5. Please select your business ownership type:

S Corp

6. Please list the year your business was started:

2008

7. Please upload your business plan:

JZEmbroidery_BusinessPlan.pdf

8. Please upload your marketing plan:

JZ_Embroidery_Marketing_Plan.pdf

9. Please upload a copy of the business' Texas Sales and Use Tax Certificate:

Sales and use tax permit.jpg

10. Please describe your project:

JZ Embroidery plans to complete exterior property improvements at its Duncanville location, including parking lot resurfacing and striping, exterior paint, landscaping and planters, and installation of updated signage. The project is intended to improve safety, visibility, curb appeal, and the overall customer experience while enhancing the appearance of the surrounding corridor.

11. Please upload any renderings, conceptual drawings, or samples of projects:

JZEmbroidery-FrontBlue-04 (1).jpg

Landscaping Add - Front.PNG

12. Please provide the current real value of your property (if applicable):

455000

13. Please list your business' current sales / gross receipts / revenue generated:

650000

14. Please list additional revenue to be generated as a result of the project:

200000

15. Please list your business' sales growth expectations (Year one, Year two, Year three):

12% over 3 years

16. Please list the total investment to your property (Interior investment \$, Exterior Investment \$)

150,000

17. Are you entering into a loan for your business or project?

No

18. IF YES, please provide your loan amount:

19. IF YES, please provide your down payment amount:

20. IF YES, please provide the total construction price of improvements or the property:

21. IF YES, please provide information the lending institution (name, address, contact person):

22. Please list the total number of jobs that will be added because of this project:

23. Please provide the business' total annual payroll:

146,000 USD

24. Please describe the types of jobs that will be created as a result of this project:

25. What percent of your employees are or will be Duncanville residents?

0

26. Please list the number of current full-time and number of part-time employees (_FT _PT):

4 full-time

27. Please provide an Executive Summary about the business and owner (how were you established, what makes your story unique, what is your community involvement):

Our story is built on service, perseverance, and a deep-rooted commitment to the Duncanville community.

My name is Abbas Kathria, and I am a co-owner of the business alongside my partner, Joseph Mason, a disabled U.S. Navy veteran who served during Desert Shield and Desert Storm. His lifelong commitment to service has played a major role in shaping the values and mission of our company.

Joseph made Duncanville his home in 1998, where he raised two children through Duncanville ISD and became actively involved in the local community.

In 2009, I moved with my family from San Antonio to the Dallas area in search of greater opportunity. We chose Duncanville because of its strong sense of community, its support for local businesses, and its deep involvement in youth sports and family life. It was clear to us that Duncanville was not just a place to operate a business, but a place to build a future.

That same year, alongside my business partner Joseph Mason, and with the support of my parents, we founded our business in the Cedar Park Shopping Center in Duncanville. From the beginning, this was a true family effort—we worked day and night to build the business from the ground up through hard work, sacrifice, and determination.

What started as a small operation quickly grew as we earned the trust of local customers. Over the years, we expanded within the same shopping center, relocating three times as opportunities arose for larger spaces to support increasing demand. This growth reflects both our dedication and the strong support we have received from the Duncanville community.

As the business continued to grow, we made a long-term investment in the city by purchasing our own commercial property at 910 S. Cedar Ridge Drive, expanding from approximately 2,300 square feet to a 6,000 square foot facility. Today, we are proud building owners—an achievement that represents years of reinvestment and belief in Duncanville's future.

Our business contributes to the local economy through ongoing operations, job support, and consistent tax contributions, and we are committed to continuing that growth.

Community involvement has always been a priority for us. Joseph has volunteered extensively within Duncanville schools, supporting fundraisers, field trips, and student activities. He has also coached youth sports, including basketball, football, soccer, and baseball, focusing on mentoring and creating a positive impact for young boys and girls in the community.

In addition, JZ Embroidery actively partners with Village Tech High School, providing students with hands-on internship opportunities each year. Through this program, we help students gain real-world experience, develop practical skills, and better prepare for future careers—further strengthening our commitment to investing in the next generation.

In addition to his role in the business, Joseph has dedicated over 25 years as a full-time firefighter and paramedic serving the citizens of Dallas and surrounding areas and has served as a backup chaplain for Dallas Fire Rescue, providing support during critical times.

This business is more than a company, it is a reflection of our shared commitment to service, community, and long-term growth.

Looking ahead, we plan to continue expanding our operations in Duncanville, increasing our capacity to serve local businesses and organizations, and creating additional opportunities within the community.

Through this grant, we aim to further invest in our growth, strengthen our services, and continue contributing to the economic development of the city we proudly call home.

28. What is the total amount you are requesting for your project?

7,500 USD

29. Please upload 3 bids or quotes for your project:

Paint corps.pdf

Superior Paint Quote.doc

TJs Painting.pdf

30. Please upload photos of the current project area:

IMG_7197.jpeg

IMG_7198.jpeg

IMG_7425.jpeg

IMG_7426.jpeg

IMG_7522.jpeg

31. Does your project and business comply with the GENERAL PARTICIPATION REQUIREMENTS provided in the grant guidelines?

Yes

32. Do you understand the GRANTEE RESPONSIBILITIES provided in the grant guidelines?

Yes

33. Do you agree and understand that: *All grants are reimbursement based *All applicants must have the ability to fully fund the entire project *Grants are awarded on a matching basis (50% of the responsibility will remain with the applicant)

Yes

34. Do you understand that the DCEDC may award up to 50% of the project cost, however, the award amount may be less:

Yes

35. Do you understand that the City of Duncanville, nor the Duncanville Community and Economic Development Corporation (DCEDC), is under any obligation to provide a grant or agreement to any applicant?

Yes

36. I hereby certify that, to the best of my knowledge, all information submitted in the above application and all attachments are correct and accurate. I understand that by completing this application, I am making a formal request to receive an economic development grant for our company that is contingent based upon the acceptance/approval of the DCEDC Board and Duncanville City Council. I understand that the project workmanship must be approved by the City before grant money can be disbursed. Additionally, I understand that incentive or grant money is traditionally paid at the completion of the project as a reimbursement and that in order to be eligible for any type of DCEDC funding, a request must be made prior to the commencement of the project. I also understand that the review and approval process will take a minimum of six (6) months and that it is my responsibility to ensure that our project meets all City ordinances and/or requirements. I understand that all completed work is required to be reviewed and inspected by the Building Official or their designee. I also understand that the approval of an incentive or grant is effective for one year from the date of City Council approval, and the project and request for disbursement of the grant funds must be made prior to the one-year approval anniversary unless otherwise approved through corrective action. In addition, if the project is not completed within six months of the City Council approval date, I will be required to present an update to the DCEDC Board at their next regular meeting.

AGREEMENT

37. Please print name (Business Owner or Authorized Representative):

Ali Kathiria

38. Please provide the application date:

2026-03-24



PAINT CORPS of Dallas/Fort Worth

ESTIMATE	#636
SERVICE DATE	Mar 16, 2026
EXPIRATION DATE	Sep 12, 2026
TOTAL	\$10,559.00

Jill Howard
910 S Cedar Ridge Dr
Duncanville, TX 75137

(817) 874-0717
jillhoward1212@gmail.com

CONTACT US

(817) 928-4892
fortworthnorth@paintcorps.com

ESTIMATE

Services

Exterior Commercial Painting Project

SCOPE OF WORK

Included areas to be prepped & painted:

Pressure Washing:

- Pressure wash all exterior metal surfaces to remove:
- Dirt, dust, and debris
 - Chalking and oxidation
 - Surface contaminants impacting adhesion
 - Utilize appropriate PSI to avoid panel damage
 - Allow full dry time prior to prep and coating application

Surface Preparation:

- Mechanically scrape all loose, peeling, and failing coatings
- Sand all scraped areas to create a feathered, paint-ready surface
- Light sanding/scuffing of surrounding intact coatings to promote adhesion
- Remove all dust and debris from prepared areas

Rust Treatment & Priming:

- Spot treat all rusted areas, fasteners, and bolt heads

Apply Sherwin-Williams Pro Industrial Pro-Cryl Universal Acrylic Primer to:

- Exposed/bare metal
- Rusted and oxidized areas
- Fasteners and penetrations

- Ensure all bare metal is sealed prior to finish coats

Masking & Protection:

- Mask and protect all adjacent surfaces including:
- Windows and glass
 - Doors and hardware
 - Stone/brick and concrete
 - Protect vehicles, landscaping, and pedestrian areas

Coating Application:

- Apply two (2) coats of Sherwin-Williams Pro Industrial DTM Acrylic
- Spray application for uniform finish
- Back-roll/back-brush as needed for adhesion and coverage
- Apply per manufacturer specifications for mil thickness and recoat windows

Cleanup:

- Remove all masking and protection materials
- Full jobsite cleanup and debris removal
- Final walkthrough to ensure quality and completion

Products:

- Primer: Sherwin-Williams Pro Industrial Pro-Cryl Universal Acrylic Primer
- Finish: Sherwin-Williams Pro Industrial DTM Acrylic (2 coats)

Exclusions:

- Replacement of metal panels or structural repairs
- Heavy rust remediation requiring blasting or full corrosion removal
- Sealant replacement unless otherwise noted
- Interior work
- Work not explicitly listed above

Notes:

- Surfaces must be fully dry prior to coating application
- Work is weather dependent (rain, humidity, temperature)
- Spot priming may result in slight sheen variation
- Colors to be selected and approved prior to scheduling

Products will be confirmed by crew once color selections are finalized.

Customer Color Selections Added Here:

OUR 5-YEAR WARRANTY:

We stand behind our work with a **5-year warranty** against paint failure. If any covered issues arise, we'll provide the labor and materials to fix them at no cost.

What's not covered:

- Damage from abuse, moisture, or shifting/settling
- Cracks from expansion/contraction, even if prepped
- Any indirect or incidental damages

This warranty is limited to correcting paint failure only and replaces all other warranties.

SCHEDULE:

Tentative Start Date: TBD

Start dates are subject to change due to weather, delays on other projects, or unforeseen issues.

We schedule projects in one-week blocks, usually starting on Mondays, to keep things flexible.

Thanks for your understanding!

PAYMENT TERMS:

To help secure your spot on our schedule and prevent **last-minute cancellations**, we require a 35% **initial deposit**.

The remaining balance is due upon project completion and after the final walkthrough has been performed.

We accept cash, checks, ACH, MasterCard, Visa, and Discover.

There is no upcharge for credit card payments.

INSURANCE:

PAINT CORPS carries full liability, workman's compensation, and auto insurance.

Certificate of insurance available upon request.

Total

\$10,559.00

PAINT CORPS™ is a Veteran-owned Franchise serving homeowners, businesses, and national accounts across the United States. We specialize in high-quality painting services for interior painting, exterior painting, and cabinet refinishing.

Every PAINT CORPS™ owner is a U.S. Military Veteran, meaning they are guided by our principles of Service, Integrity, and Pride. All of the values they developed during their military service are applied to their business practices, making our painting service unlike any other.



P.O. BOX 2547, RED OAK, TX 75154
 972-617-2380 * FAX 1-888-502-2848
www.superiorpainters.com

Proposal Date: **March 13, 2026**

PROPOSAL SUBMITTED TO	HOME PHONE	WORK PHONE	CELL PHONE
JZ Embroidery c/o Jill Howard		(972) 298-9786	
ADDRESS	ALT PHONE	FAX	EMAIL
910 S. Cedar Ridge			jzemb@jzemb.com
CITY, STATE, AND ZIP CODE	JOB NAME AND ADDRESS (if different)		
Duncanville, TX 75137			

The areas we are proposing to paint (scope of work):

Wash, prep and Paint
Front Awning and Ceiling – Apply 2 Coats (Awning one color and ceiling will be white)
Right, Rear and Left Siding & Trim – Apply 2 Coats (field likely one color and trim and accent)
Doors and Frames – Apply 2 Coats – Probably matching the trim color.

We will use Sherwin Williams Direct to Metal Latex Satin – Colors to be determined.

OWNER MUST HAVE WATER AND ELECTRICITY ACCESS.

***Unless otherwise clearly defined above, all work shall be preformed at the Level 3 Surface Preparation and Finish Appearance standard (see below)**

Excluded: (unless stated in the Scope of Work Section)

- All exterior concrete floor surfaces
- Wood Repair
- All roof and roof mounted items
- All other perimeter fencing and other landscape items
- All other surfaces not specifically mentioned above

Included in our standard procedures:

1. Pressure wash all surfaces scheduled for painting work as needed.
2. Caulk missing and loose areas to seal out moisture and drafts around windows, doors and soffit areas.
3. We will fill nail holes.
4. We will do a full scrape to all loose and peeling paint to provide a sound surface for your top coat.
5. We will spot prime bare wood surfaces, to seal bare wood for your top coat.
6. We will re-nail loose boards. Any additional wood repair is stated in the Scope of Work Section.
7. We will protect walkways from paint drips.
8. Left over paint will be labeled and left for future touch-ups.
9. At the completion, the foreman will carefully inspect all surfaces to insure our quality standard has been met.

Levels of Surface Preparation & Finish Appearance:

- Description: The following levels are used to establish a clearly-communicated standard as to what has been agreed upon and what is to be expected with regards to the different levels of surface preparation and the quality of appearance of the finished surface. They are a summary of the actual standard based on PDCA (Painting & Decorating Contractors of America) Industry Standard PI4-06.
- **Level 1** – Basic: Cleaned, No Patching - Requires only basic cleanliness of surfaces to ensure the adhesion of new finishes, with less concern for the adhesion of existing paint and quality of appearance. Obvious loose paint will be removed, but no smoothing of the existing surface profile will be done. Includes light power washing, or hand cleaning. No Warranty
- **Level 2** – Standard: Basic Patching - Requires all of Level 1 as well as the examination of existing coatings to assess their adhesion. With this level of surface preparation, good adhesion and longevity of finish are of primary concern and appearance is of secondary concern. Includes basic patching, filling, caulking, dulling of glossy surfaces, spot priming, and light sanding/abrading to address surface profile differences exceeding 1/8 inch. Excludes matching stucco textures.
- **Level 3** – Superior: Detailed Patching – Requires all of Levels 1 and 2 with added emphasis on the quality of appearance of finish painted surfaces. Includes detailed patching, filling, approximate matching of stucco textures, and thorough sanding to address surface profile differences exceeding 1/16 inch.
- **Level 4** – Supreme: Touch & Feel – Requires all of Levels 1, 2 and 3 with even more emphasis on the quality of appearance of finish painted surfaces. The criteria for inspection and acceptance may include smoothness to “touch and feel” on doors, windows and easily accessible trim. Includes thorough filling & sanding to address surface profile differences exceeding 1/32 inch.
- **Level 5** – Restoration/Resurfacing: Back to Original – This type of surface preparation is required when existing conditions indicate that the surfaces are severely deteriorated (where damage to the coating is widespread). Includes complete or nearly complete removal of existing paint through various stripping methods. Substrate (underlying surface being painted) may need to be completely replaced, repaired or resurfaced.

Cost

- We propose to furnish material and labor (**unless stated otherwise in the scope of work**) – complete and in accordance with the above specifications for the sum stated below. *Individual tasks*, if selected, may require additional pricing. Price is valid for 30 days, unless otherwise noted.

Investment for the above: \$13,562.00

Colors & Samples

- If your need more assistance with color, we offer Color Consultations and custom color mixing. Additional costs do apply.
- Due to the conceptual nature of our first meeting and not having a color scheme finalized, additional pricing may be required on color changes, color placement, going from light to deep based colors or the reverse.

Insurance & Licenses

- **We carry 2,000,000 dollar General Liability Policy for your Protection.**
- **Full Workers Compensation Coverage.**

SUPERIOR PAINTING'S 2-YEAR WARRANTY

For a period of twenty four months from the date the job is signed off, Superior warrants against peeling and blistering due to defective workmanship. For the warranty to be effective, you the customer must:

1. Pay the full contract price.
2. Complete the Customer Comment and Crew Evaluation Questionnaire.
3. Retain a copy of the original contract.
4. Contact Superior at the address on the front to get the repairs completed.

Under those conditions, Superior will:

1. Perform repairs with no labor charge to the original purchaser.
2. Perform any covered repairs to the level of surface preparation specified on the contract.
3. Perform covered repairs only on the specific areas where peeling or blistering has occurred.

The following is not warranted unless the area is specifically identified and initialed by and authorized representative of Superior Painting Company:

- | | | | | |
|--|---|---|---|--|
| <input type="checkbox"/> Moisture damage | <input type="checkbox"/> Galvanized metal | <input type="checkbox"/> Wooden gutters | <input type="checkbox"/> Painted roofs | <input type="checkbox"/> Stained roofs |
| <input type="checkbox"/> Bleeding Knots | <input type="checkbox"/> Rusted metal | <input type="checkbox"/> Cedar | <input type="checkbox"/> Client supplied paint | <input type="checkbox"/> Mill glazing |
| <input type="checkbox"/> Exterior varnished surfaces | <input type="checkbox"/> Peeling of previous paint layers | <input type="checkbox"/> Cracks in Caulking | <input type="checkbox"/> Any Horizontal Surface | <input type="checkbox"/> Cracks in Plaster/Drywall |

The warranty does not cover:

1. Cost of paint. You should contact the manufacturer for their warranty
2. Mildew, which is strictly an environmental condition.
3. Failure due to Structural design conditions.
4. Paint match. We will match the paint as closely as possible. However, repairs performed one to two years later are not likely to match perfectly.
5. Rotten wood, this should be replaced.

THIS WARRANTY IS THE ONLY EXPRESS WARRANTY MADE BY SUPERIOR AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED. THIS WARRANTY IS APPLICABLE ONLY PAINTING SERVICES PROVIDED TO THE ORIGINAL PURCHASER WHO S IDENTIFIED ON THE PROPOSAL. SUPERIOR SHALL NOT BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES RESULTING FROM BREACH OF THIS WARRANTY.

Payment

- Payment is due in full upon completion.
- Scheduled Payments (to be determined)
- Deposit required \$ _____

We gladly accept checks, cash, Visa, MasterCard, Discover or American Express.

Respectfully submitted by: **Greg Pelt**

Please read this proposal carefully and make sure that it contains all the aspects of the job that you want and no additional aspects. Anything not included in this proposal is excluded. We want to be as clear as possible to make this project easier for you. Please let us know of any way we can help.

TERMS AND CONDITIONS AND ATTACHMENTS	
The Terms and Conditions on the reverse side and all Attachments are expressly incorporated into this Agreement. This Agreement constitutes the entire understanding of the parties and no other understanding or representations, oral or otherwise, shall be shall be recognized as part of this agreement.	
ACCEPTANCE	
Authorized Signature: _____ Date: _____	
Contractor	
(NOTE: This proposal will expire if not accepted within 30 days of the date signed by Contractor.)	
You are hereby authorized to perform the work specified in this Proposal and Agreement, for which I/we agree to pay the contract price and according to the terms hereof.	
Any alteration or deviation from the above specifications, including but not limited to any such alteration or deviation involving additional material and/or labor costs, will be executed only upon written order for same, signed by Owner and Contract	
If any payment is not made when due, Contractor may suspend work on the job until such time as all payments have been made. A failure to make payment for a period in excess of 3 days from the due date of the payment shall be deemed a material breach	
I/we have read and agree to the provisions of this Proposal and Agreement and acknowledge receipt of the following attachments: (1) Notice to Owner and Warranty, (2) Interior Proposal, (3) Notice of Cancellation.	
X _____ Date of Acceptance: _____	
Customer (Owner)	
You the buyer (Owner), may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. Or, if this is a contract for the repair of damages resulting from an earthquake, flood, fire, hurricane, riot.	

Fax signed copy to 1-888-502-2848 to reserve your painting project start date
Please make deposit check payable to:
SUPERIOR PAINTING CO.
P.O. BOX 2547
RED, OAK, TX 75154

Work Standard

- SUPERIOR PAINTING CO., is a member of the Painting and Decorating Contractors of America and upholds the standard set forth by the PDCA.
- All work is to be completed in a workman like manner according to standard practices.
- Worker/s will remain on job until completion of project.
- Work procedures as per standards of the PDCA (Painting and Decorating Contractors of America) P1-92, P2-92, P3-93, P4-94, P5-94, P7-98 and P6-99 and all other standards by reference (Standards can be obtained at www.pdca.org).
- The painting contractor will produce a “*properly painted surface*”. A “*properly painted surface*” is one that is uniform in color and sheen. It is one that is free of foreign material, lumps, skins, sags, holidays, misses, strike-through, or insufficient coverage. It is a surface that is free of drips, spatters, spills, or over-spray which the contractors’ workforce causes. Compliance to meeting the criteria of a “*properly painted surface*” shall be determined when viewed without magnification at a distance of five feet or more under normal lighting conditions and from a normal viewing position.

Customer Responsibility

- Please take specific note of job description
- Colors **must** be chosen one (1) week prior to start date. An additional cost will be charged for color changes made after commencement of work.
- Please have all pictures or art work removed from walls and all fragile or breakable items and electronics moved out of work areas prior to start of project. If painting cabinets, please have contents removed.
- Alarms must be turned off while work is in progress.

Change Orders

- If, after you agree to this work, you desire any changes of additional work, please contact us as the cost of all revisions must be agreed upon in writing. Workers are instructed not to undertake additional work without authorization.
- It is essential that the work area be available to us, **free from other trades**. As a result of trade interference, SUPERIOR PAINTING CO., may leave the job and additional charges may be incurred.
- This contract is based upon all areas of the above listed scope of work being available for SUPERIOR PAINTING CO., to performed work listed. All work is to be performed according to standard painting sequencing and work flow. If interruptions occur, additional charges may be incurred.
- We understand that the scope of work calls for a certain amount of coats per surface to ensure proper coverage. In certain situations of color/finish selection or type of surface being painted, the allowed amounts of coats may not cover per the estimated scope of work. If this situation occurs, the customer will be notified and informed that additional coats will be required to ensure proper coverage and a professional looking paint job.
- This contract is for completing the job as described above and is based on visually observed conditions. Should any unforeseen conditions arise that could not be determined at the time of the estimate, but does occur at any time for the duration of the project, the customer will be notified and a firm price will be given at that time.
- This contract is based on a regular workweek of Monday through Friday, standard business hours. If your project requires a different time schedule, this will need to be discussed.

Additional Provisions

NOTICE TO OWNER – LIEN DISCLOSURE:

Under the Texas Mechanics' Lien Law, any contractor, laborer, supplier, or other person or entity who helps to improve your property, but is not paid for his or her work or supplies, has a right to place a lien on your home, land, or property where the work was performed and to sue you in court to obtain payment. This means that after a court hearing, your home, land, and property could be sold by a court officer and the proceeds of the sale used to satisfy what you owe. This can happen even if you have paid your contractor in full if the contractor's Laborers, or suppliers remain unpaid.

To preserve their right to file a claim or lien against your property, certain claimants such as subcontractors or material suppliers are each required to provide you with a document called a "preliminary Notice". Contractors and laborers who contract with owners directly do not have to provide such notice since you are aware of their existence as an owner. A preliminary notice is not a lien against your property. Its purpose is to notify you of persons or entities that may have a right to file a lien against your property if they are not paid. In order to protect their lien rights, a contractor, subcontractor, supplier, or laborer must file a mechanic's lien with the county recorder, which then becomes a recorder lien against your property. Generally, the maximum time allowed for filing a mechanic's lien against your property is 90 days after substantial completion of your project.



Alan Glazebrook
469.861.8652
alan@tjspropainting.com

Estimate

TJ's Professional Painting and Construction, LLC
220 E Ovilla Rd Ste 22
Red Oak, Texas 75154-2600
214.695.2473

Contact	Job Address	Estimate ID	Date
Jill Howard 910 S Cedar Ridge Dr. Duncanville, TX 75137 jzemb@jzemb.com 817.874.0717	3265- JZ Embroidery Building 910 S Cedar Ridge Dr. Duncanville, TX 75137	1430	Mar 2, 2026

Item

Exterior Scope of Work Exterior Commercial Painting Project Project Overview:

This scope of work outlines the tasks and expectations for the exterior commercial painting project. The project aims to enhance the visual appeal, protect surfaces from environmental elements, and extend the lifespan of the exterior surfaces.

Exterior Project Details:

1. Site Preparation:

- a. Conduct a thorough assessment of the exterior surfaces to be painted.
- b. Identify and repair any damaged or deteriorating surfaces.
- c. Power wash and clean all exterior surfaces to remove dirt, mold, and mildew.

2. Surface Priming:

- a. Apply a high-quality primer suitable for exterior surfaces.
- b. Ensure proper adhesion of primer to surfaces.

3. Painting:

- a. Utilize durable and weather-resistant exterior paints.
- b. Paint all exterior walls, trim, doors, and other specified surfaces according to the approved color scheme.
- c. Apply multiple coats for optimal protection and longevity.

4. Color Consultation:

- a. Provide color samples for client review and approval.
- b. Confirm final color choices with the client.

5. Specialized Coatings:

- a. Apply specialized coatings as needed, such as anti-graffiti or protective sealants, based on client requirements.

6. High-Access Areas:

- a. Safely access and paint high areas, such as eaves, facades, and architectural features.
- b. Use appropriate safety measures and equipment for working at heights.

7. Clean Up:

- a. Clean up work areas daily, removing any paint chips, debris, or masking materials.
- b. Properly dispose of used materials and paint cans in an environmentally friendly manner.

8. Final Inspection:

- a. Conduct a comprehensive inspection of all painted surfaces.
- b. Address any touch-ups or corrections as needed.
- c. Ensure client satisfaction with the completed project.

Exterior Project Time and Materials

Project Timeline:

The timeline is subject to weather conditions and any unforeseen circumstances that may arise during the project.

Materials and Paints:

All materials, including paints, primers, and specialized coatings, will meet industry standards for durability and weather resistance. The client will be responsible for selecting and providing the paint unless otherwise agreed upon.

Whole Building (Better)	\$22,879.00
<ul style="list-style-type: none"> • Power-wash • Hand Sand Blue Portion • Full Prime • Paint Building • Paint Window Frame • Paint Doors • Paint Garage Doors 	

Gutters and Downspout	\$4,020.00
<ul style="list-style-type: none"> • Easy Prep (Scuff Sand) • Prime Downspouts • Paint Downspouts • Prime Gutters • Paint Gutters 	

Diesel Boom Lift	\$4,260.00
-------------------------	-------------------

Clarifications and Exclusions

- This proposal includes surface preparation and painting only. Repairs, patching, or replacement of any substrates or materials are not included in this estimate.
- Surface preparation of the blue portion, will consist of hand sanding only. Due to the nature of this preparation method, existing coating defects such as blemishes, texture variations, or alligating may remain visible after coating. Complete removal of these conditions is not included in this scope.

Total	\$31,159.00
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Options

These items are optional additions and are not included in the total.

Item

Whole Building (Best)	\$24,795.00
<ul style="list-style-type: none"> • Power-wash • Sandblast Blue Portion • Full Prime • Paint Building • Paint Window Frame • Paint Doors 	

Media

Whole Building (Better)



Whole Building (Best)



Terms

We agree to provide all necessary labor, materials, and supplies required to carry out the services specified in this contract, in accordance with the terms and conditions outlined herein. Upon completion of the services, our team will ensure that all materials, supplies, and debris are removed from the premises.

1. Scope of Work/Project Description

Please carefully review the job description and note that we are only obligated to perform the tasks specified in the estimate.

2. Paint/Materials

The estimate includes all costs associated with paint and materials.

To ensure that we have ample time to prepare and execute your project to the highest standards, we kindly request that you select your desired colors at least one week prior to the project start date. This will allow us to order the necessary materials and make any necessary preparations in a timely manner. Additionally,

please note that any changes to the selected colors after work has commenced may result in additional charges. As part of our commitment to quality, all surfaces will be given two (2) coats of paint by default unless otherwise specified in the estimate.

Please Note: Some accent colors may require more than two coats to achieve the desired appearance. If such colors are chosen, the customer will be informed of any additional costs before work begins in that area.

3. Unforeseen Conditions

While we always strive to complete every project according to plan, sometimes unexpected issues arise. If any unforeseen repairs are necessary, we will promptly notify you and prepare an additional work order for your approval.

4. Customer Responsibility

- The job site must be free of debris and clean prior to our arrival.
- The work area must be clear of other trades.
- The customer must be available for a final walkthrough with the crew lead on the last day of the project.

5. Work Standards

Our company adheres to industry-standard work protocol and craftsmanship. Our painters will remain on-site until the project is fully completed.

6. Warranty

We stand behind the quality of our work and the materials we use. That's why we offer a warranty on labor and materials for one (1) year following completion of the project. It's important to note that this warranty does not extend to incidental damage caused by accident or abuse, normal wear and tear, temperature changes (such as hail, wind, snow, or moisture), or cracks caused by expansion. Nonetheless, we are committed to ensuring that you are satisfied with the work we provide and will always do our best to address any issues that may arise.

7. Cancellation

The customer may cancel the project within three days of accepting the estimate by emailing us.

8. Acceptance

Please signify your acceptance of this estimate by clicking on the "Accept" button and signing virtually.

9. Payment

Private work cannot begin until the deposit is received.

The remaining balance of the total is due upon completion of the project.

Government projects will be due 30 days after invoice sent or based on other terms specified between client and TJ's Professional Painting and Construction LLC.

TIPS Contract

The terms and conditions of the TIPS contract supersede TJ's Professional Painting and Construction, LLC's terms and conditions provided on the quote.



Date

Estimator Signature

Customer Signature

Date

Estimate #1430 for Jill Howard
Total value: \$31,159.00

Survey Form Response

Survey Name: Survey Form Response

1. Business Name

JZ Embroidery

2. Please list the business address:

910 S Cedar Ridge Dr, 910 South Cedar Ridge Drive, Duncanville, Texas, United States, 75137

3. Please list the name and address of the property owner or management company, if applicable:

Ali Kathiria

4. Please share the main contact for this project:

Name: Ali Kathiria, Title: Owner
Roles: Main Contact
Contact Details: jzemb@jzemb.com, 210-857-8162

5. Please select your business ownership type:

S Corp

6. Please list the year your business was started:

2009

7. Please upload your business plan:

JZEmbroidery_BusinessPlan.pdf

8. Please upload your marketing plan:

JZ_Embroidery_Marketing_Plan.pdf

9. Please upload a copy of the business' Texas Sales and Use Tax Certificate:

Sales and use tax permit.jpg

10. Please describe your project:

JZ Embroidery plans to complete exterior property improvements at its Duncanville location, including parking lot resurfacing and striping, exterior paint, landscaping and planters, and installation of updated signage. The project is intended to improve safety, visibility, curb appeal, and the overall customer experience while enhancing the appearance of the surrounding corridor.

11. Please upload any renderings, conceptual drawings, or samples of projects:

JZEmbroidery-FrontBlue-04 (1).jpg

Landscaping Add - Front.PNG

12. Please provide the current real value of your property (if applicable):

455000

13. Please list your business' current sales / gross receipts / revenue generated:

650000

14. Please list additional revenue to be generated as a result of the project:

200000

15. Please list your business' sales growth expectations (Year one, Year two, Year three):

12% over 3 years

16. Please list the total investment to your property (Interior investment \$, Exterior Investment \$)

150000

17. Are you entering into a loan for your business or project?

No

18. IF YES, please provide your loan amount:

19. IF YES, please provide your down payment amount:

20. IF YES, please provide the total construction price of improvements or the property:

21. IF YES, please provide information the lending institution (name, address, contact person):

22. Please list the total number of jobs that will be added because of this project:

23. Please provide the business' total annual payroll:

145,999 USD

24. Please describe the types of jobs that will be created as a result of this project:

25. What percent of your employees are or will be Duncanville residents?

0

26. Please list the number of current full-time and number of part-time employees (_FT _PT):

4 full-time

27. Please provide an Executive Summary about the business and owner (how were you established, what makes your story unique, what is your community involvement):

Our story is built on service, perseverance, and a deep-rooted commitment to the Duncanville community.

My name is Abbas Kathria, and I am a co-owner of the business alongside my partner, Joseph Mason, a disabled U.S. Navy veteran who served during Desert Shield and Desert Storm. His lifelong commitment to service has played a major role in shaping the values and mission of our company.

Joseph made Duncanville his home in 1998, where he raised two children through Duncanville ISD and became actively involved in the local community.

In 2009, I moved with my family from San Antonio to the Dallas area in search of greater opportunity. We chose Duncanville because of its strong sense of community, its support for local businesses, and its deep involvement in youth sports and family life. It was clear to us that Duncanville was not just a place to operate a business, but a place to build a future.

That same year, alongside my business partner Joseph Mason, and with the support of my parents, we founded our business in the Cedar Park Shopping Center in Duncanville. From the beginning, this was a true family effort—we worked day and night to build the business from the ground up through hard work, sacrifice, and determination.

What started as a small operation quickly grew as we earned the trust of local customers. Over the years, we expanded within the same shopping center, relocating three times as opportunities arose for larger spaces to support increasing demand. This growth reflects both our dedication and the strong support we have received from the Duncanville community.

As the business continued to grow, we made a long-term investment in the city by purchasing our own commercial property at 910 S. Cedar Ridge Drive, expanding from approximately 2,300 square feet to a 6,000 square foot facility. Today, we are proud building owners—an achievement that represents years of reinvestment and belief in Duncanville's future.

Our business contributes to the local economy through ongoing operations, job support, and consistent tax contributions, and we are committed to continuing that growth.

Community involvement has always been a priority for us. Joseph has volunteered extensively within Duncanville schools, supporting fundraisers, field trips, and student activities. He has also coached youth sports, including basketball, football, soccer, and baseball, focusing on mentoring and creating a positive impact for young boys and girls in the community.

In addition, JZ Embroidery actively partners with Village Tech High School, providing students with hands-on internship opportunities each year. Through this program, we help students gain real-world experience, develop practical skills, and better prepare for future careers—further strengthening our commitment to investing in the next generation.

In addition to his role in the business, Joseph has dedicated over 25 years as a full-time firefighter and paramedic serving the citizens of Dallas and surrounding areas and has served as a backup chaplain for Dallas Fire Rescue, providing support during critical times.

This business is more than a company, it is a reflection of our shared commitment to service, community, and long-term growth.

Looking ahead, we plan to continue expanding our operations in Duncanville, increasing our capacity to serve local businesses and organizations, and creating additional opportunities within the community.

Through this grant, we aim to further invest in our growth, strengthen our services, and continue contributing to the economic development of the city we proudly call home.

28. What is the total amount you are requesting for your project?

25,000 USD

29. Please upload 3 bids or quotes for your project:

Dallas Asphalt.heic

Godsent Asphalt_Paint.pdf

Legacy Paving.pdf

30. Please upload photos of the current project area:

910 S Cedar Aerial.png

31. Does your project and business comply with the GENERAL PARTICIPATION REQUIREMENTS provided in the grant guidelines?

Yes

32. Do you understand the GRANTEE RESPONSIBILITIES provided in the grant guidelines?

Yes

33. Do you agree and understand that: *All grants are reimbursement based *All applicants must have the ability to fully fund the entire project *All grants are awarded on a matching basis (50% of the responsibility will remain with the applicant):

Yes

34. Do you understand that the DCEDC may award up to 50% of the project cost, however, the final award may be less:

Yes

35. Do you understand that the City of Duncanville, nor the Duncanville Community and Economic Development Corporation (DCEDC), is under any obligation to provide a grant or agreement to any applicant?

Yes

36. I hereby certify that, to the best of my knowledge, all information submitted in the above application and all attachments are correct and accurate. I understand that by completing this application, I am making a formal request to receive an economic development grant for our company that is contingent based upon the acceptance/approval of the DCEDC Board and Duncanville City Council. I understand that the project workmanship must be approved by the City before grant money can be disbursed. Additionally, I understand that incentive or grant money is traditionally paid at the completion of the project as a reimbursement and that in order to be eligible for any type of DCEDC funding, a request must be made prior to the commencement of the project. I also understand that the review and approval process will take a minimum of six (6) months and that it is my responsibility to ensure that our project meets all City ordinances and/or requirements. I understand that all completed work is required to be reviewed and inspected by the Building Official or their designee. I also understand that the approval of an incentive or grant is effective for one year from the date of City Council approval, and the project and request for disbursement of the grant funds must be made prior to the one-year approval anniversary unless otherwise approved through corrective action. In addition, if the project is not completed within six months of the City Council approval date, I will be required to present an update to the DCEDC Board at their next regular meeting.

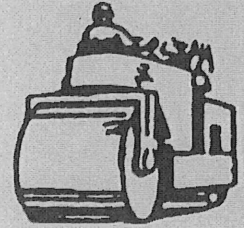
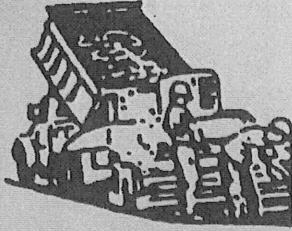
AGREEMENT

37. Please print name (Business Owner or Authorized Representative):

Ali Kathiria

38. Please provide the application date:

2026-03-24



2105 S. Peachtree • Balch Springs, TX 75180

972-740-2867

dallasasphaltgroup@yahoo.com

CONTRACTOR AGREEMENT

THIS AGREEMENT made the 27th day of February 2026 by, and between

Name JZ Embroidery

Address 251 S. Cedar Ridge

City Duncanville State Tx Zip 75116 Phone 817-874-0717

1. All work shall be completed in a workmanship like manner and in compliance with all building codes and other applicable laws.
2. To the extent required by law all work shall be performed by individuals duly licensed and authorized by law to perform said work.
3. Contractor may at its discretion engage subcontractors to perform work hereunder, provided Contractor shall fully pay said subcontractor and in all instances remain responsible for the proper completion of this contract.
4. Contractor shall furnish Owner appropriate releases or waivers of lien for all work performed or materials provided at the time the next periodic payment shall be due.
5. All change orders shall be in writing and signed both by Owner and Contractor.
6. Contractor warrants it is adequately insured for injury to its employees and others incurring loss or injury as a result of the acts of contractor or its employees of subcontractors.
7. Contractor shall at its own expense obtain all permits necessary for the work to be performed.
8. Contractor agrees to remove all debris and leave the premises in broom clean condition.
9. In the event Owner shall fail to pay any periodic or installment payment due hereunder, Contractor may cease work without breach pending payment of resolution of any dispute.
10. All disputes hereunder shall be resolved by binding arbitration in accordance with rules of the American Arbitration Association.
11. Contractor shall not be liable for any delay due to circumstances beyond its control including strikes, casualty or general unavailability of materials.
12. Contractor warrants all work for a period of 24 months following completion.

SCOPE OF WORK

Initial preparation of job site consisting of complete cleanup of areas to be patched with asphalt, including; removal of all excess dirt and gravel. Dig out and remove broken and loose asphalt areas previously identified during inspection. Clean damaged area and refill, where necessary, with Type D Asphalt Hot Mix. Remove all debris from site and insure overlay area is properly cleaned and prepared for an asphalt overlay. Mechanically sweep area to insure proper bonding of asphalt to existing surface. Overlay approximately 7763 sq. feet of parking lot with 2 inches of Type D Asphalt Hot Mix. More asphalt may be used in areas to insure proper drainage. Insure area has been engineered to allow for proper drainage in overlaid area. Mechanically roll area to insure proper compaction.

List additional services here: - Apply RC2 tack coat under new paving for proper bonding.
- Seal coat new paving for no charge.

The Owner shall pay the Contractor for the material and labor to be performed under the Contract subject to additions and deductions pursuant to authorized change orders. Payments of the Contract shall be paid in the manner following:

\$ 19,407.00

By [Signature] Contractor

Date 2-27-26

By _____ Owner or Authorized Agent

Date _____



Paving Proposal

Proposal prepared for:

JZ Embroidery / Jill Howard

MARCH 16, 2026
LEGACY PAVING LLC
457 Laurence Dr Suite 504
Heath, TX 75032



Proposal: 910 S Cedar Ridge Dr, Duncanville TX

Mill / Pave red outlined area – Approx. 9,653 sqft

- Mill red outlined lot to a 2" depth
- Mill green areas to a 6" depth – Base failures
- Haul off & dispose
- Tack green areas for adhesion using SS1
- Pave green areas to a 4" depth using a hot type B HMAC
- Roll to compaction using a 3 ton double drum and 3 ton pneumatic rollers
- Tack lot and surrounding pavement to prep for 2" paving using SS1
- Pave top course to a 2" depth using a hot type D HMAC
- Roll to compaction
- Install new layout / Stripe lot to specs using Gorilla traffic paint

Cost of proposed scope of work:

\$41,900.00



Price Summary:

The following is a summary of the pricing per scope in this proposal

Description	Price
1. Mill / Pave	\$41,900.00
	Subtotal: \$41,900.00
	Sales Tax: \$3,456.75
	Total Price : \$45,356.75

- Pricing is good for 30 days, but may be accepted at a later date at the sole discretion of the company. Changes in material pricing can impact the final price of the contract.
- Any permit and/or fees required by the city are to be obtained and paid by the customer.
- Legacy Paving proposes to furnish all labor, materials, and equipment, complete in accordance with above specifications.
- Payment is due upon invoice.

Accepted: The above-proposed terms and conditions, including price and payment terms, are satisfactory and hereby accepted: **Legacy Paving LLC** is hereby authorized to proceed with the work specified.

Purchaser: _____ Title: _____

Printed Name: _____ Date: _____

Survey Form Response

Survey Name: Survey Form Response

1. Business Name

JZ Embroidery

2. Please list the business address:

910 S Cedar Ridge Dr, Duncanville, Texas, United States, 75137

3. Please list the name and address of the property owner or management company, if applicable:

Ali Kathiria

4. Please share the main contact for this project:

Name: Ali Kathiria, Title: Owner
Roles: Main Contact
Contact Details: jzemb@jzemb.com, 210-857-8162

5. Please select your business ownership type:

S Corp

6. Please list the year your business was started:

2007

7. Please upload your business plan:

JZEmbroidery_BusinessPlan.pdf

8. Please upload your marketing plan:

JZ_Embroidery_Marketing_Plan.pdf

9. Please upload a copy of the business' Texas Sales and Use Tax Certificate:

Sales and use tax permit.jpg

10. Please describe your project:

JZ Embroidery plans to complete exterior property improvements at its Duncanville location, including parking lot resurfacing and striping, exterior paint, landscaping and planters, and installation of updated signage. The project is intended to improve safety, visibility, curb appeal, and the overall customer experience while enhancing the appearance of the surrounding corridor.

11. Please upload any renderings, conceptual drawings, or samples of projects:

Landscaping Add - Front.PNG

JZEmbroidery-FrontBlue-04 (1).jpg

12. Please provide the current real value of your property (if applicable):

455000

13. Please list your business' current sales / gross receipts / revenue generated:

650000

14. Please list additional revenue to be generated as a result of the project:

200000

15. Please list your business' sales growth expectations (Year one, Year two, Year three):

12% over 3 years

16. Please list the total investment to your property (Interior investment \$, Exterior Investment \$)

150000

17. Are you entering into a loan for your business or project?

No

18. IF YES, please provide your loan amount:

19. IF YES, please provide your down payment amount:

20. IF YES, please provide the total construction price of improvements or the property:

21. IF YES, please provide information the lending institution (name, address, contact person):

22. Please list the total number of jobs that will be added because of this project:

23. Please provide the business' total annual payroll:

145,999 USD

24. Please describe the types of jobs that will be created as a result of this project:

Graphic Designer, Marketing & Sales Representative, Wrap Technician and Wrap Store Manager

25. What percent of your employees are or will be Duncanville residents?

0

26. Please list the number of current full-time and number of part-time employees (_FT _PT):

4 full-time

27. Please provide an Executive Summary about the business and owner (how were you established, what makes your story unique, what is your community involvement):

Our story is built on service, perseverance, and a deep-rooted commitment to the Duncanville community.

My name is Abbas Kathria, and I am a co-owner of the business alongside my partner, Joseph Mason, a disabled U.S. Navy veteran who served during Desert Shield and Desert Storm. His lifelong commitment to service has played a major role in shaping the values and mission of our company.

Joseph made Duncanville his home in 1998, where he raised two children through Duncanville ISD and became actively involved in the local community.

In 2009, I moved with my family from San Antonio to the Dallas area in search of greater opportunity. We chose Duncanville because of its strong sense of community, its support for local businesses, and its deep involvement in youth sports and family life. It was clear to us that Duncanville was not just a place to operate a business, but a place to build a future.

That same year, alongside my business partner Joseph Mason, and with the support of my parents, we founded our business in the Cedar Park Shopping Center in Duncanville. From the beginning, this was a true family effort—we worked day and night to build the business from the ground up through hard work, sacrifice, and determination.

What started as a small operation quickly grew as we earned the trust of local customers. Over the years, we expanded within the same shopping center, relocating three times as opportunities arose for larger spaces to support increasing demand. This growth reflects both our dedication and the strong support we have received from the Duncanville community.

As the business continued to grow, we made a long-term investment in the city by purchasing our own

commercial property at 910 S. Cedar Ridge Drive, expanding from approximately 2,300 square feet to a 6,000 square foot facility. Today, we are proud building owners—an achievement that represents years of reinvestment and belief in Duncanville's future.

Our business contributes to the local economy through ongoing operations, job support, and consistent tax contributions, and we are committed to continuing that growth.

Community involvement has always been a priority for us. Joseph has volunteered extensively within Duncanville schools, supporting fundraisers, field trips, and student activities. He has also coached youth sports, including basketball, football, soccer, and baseball, focusing on mentoring and creating a positive impact for young boys and girls in the community.

In addition, JZ Embroidery actively partners with Village Tech High School, providing students with hands-on internship opportunities each year. Through this program, we help students gain real-world experience, develop practical skills, and better prepare for future careers—further strengthening our commitment to investing in the next generation.

In addition to his role in the business, Joseph has dedicated over 25 years as a full-time firefighter and paramedic serving the citizens of Dallas and surrounding areas and has served as a backup chaplain for Dallas Fire Rescue, providing support during critical times.

This business is more than a company, it is a reflection of our shared commitment to service, community, and long-term growth.

Looking ahead, we plan to continue expanding our operations in Duncanville, increasing our capacity to serve local businesses and organizations, and creating additional opportunities within the community.

Through this grant, we aim to further invest in our growth, strengthen our services, and continue contributing to the economic development of the city we proudly call home.

28. What is the total amount you are requesting for your project?

5,000 USD

29. Please upload 3 bids or quotes for your project:

Razor Sign.pdf

Signs Express.pdf

Signs Outlet.pdf

30. Please upload photos of the current project area:

IMG_7426.jpeg

31. Does your project and business comply with the GENERAL PARTICIPATION REQUIREMENTS provided in the grant guidelines?

Yes

32. Do you understand the GRANTEE RESPONSIBILITIES provided in the grant guidelines?

Yes

33. Do you agree and understand that: *All grants are reimbursement based *All applicants must have the ability to fully fund the entire project *All grants are awarded on a matching basis (50% of the responsibility will remain with the applicant):

Yes

34. Do you understand that the DCEDC may award up to 50% of the project cost, however, the award amount may be less:

Yes

35. Do you understand that the City of Duncanville, nor the Duncanville Community and Economic Development Corporation (DCEDC), is under any obligation to provide a grant or agreement to any applicant?

Yes

36. I hereby certify that, to the best of my knowledge, all information submitted in the above application and all attachments are correct and accurate. I understand that by completing this application, I am making a formal request to receive an economic development grant for our company that is contingent based upon the acceptance/approval of the DCEDC Board and Duncanville City Council. I understand that the project workmanship must be approved by the City before grant money can be disbursed. Additionally, I understand that incentive or grant money is traditionally paid at the completion of the project as a reimbursement and that in order to be eligible for any type of DCEDC funding, a request must be made prior to the commencement of the project. I also understand that the review and approval process will take a minimum of six (6) months and that it is my responsibility to ensure that our project meets all City ordinances and/or requirements. I understand that all completed work is required to be reviewed and inspected by the Building Official or their designee. I also understand that the approval of an incentive or grant is effective for one year from the date of City Council approval, and the project and request for disbursement of the grant funds must be made prior to the one-year approval anniversary unless otherwise approved through corrective action. In addition, if the project is not completed within six months of the City Council approval date, I will be required to present an update to the DCEDC Board at their next regular meeting.

AGREEMENT

37. Please print name (Business Owner or Authorized Representative):

Ali Kathiria

38. Please provide the application date:

2026-03-24



101 NW 17th Street
 Grand Prairie
 TX 75050

INVOICE

INV- 4263

Payment Terms: Cash Customer

Created Date: 2/26/2026

DESCRIPTION: Signs Package

Bill To: J Z Embroidery
 910 S Cedar Ridge Dr
 Duncanville, TX 75137
 US

Ordered By: Ali Kathiria
 Email: JZemb@jzemb.com

Salesperson: Frankie J.

NO.	Product Summary	QTY	UNIT PRICE	TAXABLE	AMOUNT
1	Illuminated Storefront Sign with Permits and Installation	1	\$11,990.00	\$11,990.00	\$11,990.00
1.1	Aluminum .040 -				
2	Monument Sign with Permit & Installation	1	\$28,990.00	\$28,990.00	\$28,990.00
2.1	Aluminum .040 -				

Subtotal:	\$40,980.00
Taxable Amount:	\$40,980.00
Taxes:	\$3,380.85
Grand Total:	\$44,360.85
Amount Paid:	\$0.00
BALANCE DUE:	\$44,360.85



1500 N Interstate 35E
 Ste# 100
 Carrollton, TX 75006
 (469) 360-7429

INVOICE

INV-8285

Payment Terms: Cash Customer

Created Date: 2/19/2026

DESCRIPTION: Signs Package

Bill To: J Z Embroidery
 910 S Cedar Ridge
 Duncanville, TX 75137
 US

Ordered By: Ali Kathiria
 Email: JZemb@jzemb.com

Salesperson: alex nadir

NO.	Product Summary	QTY	UNIT PRICE	TAXABLE	AMOUNT
1	Illuminated Storefront Sign with Permits and Installation	1	\$5,990.00	\$5,990.00	\$5,990.00
1.1	Aluminum .040 -				
2	Monument Sign with Permit & Installation	1	\$14,990.00	\$14,990.00	\$14,990.00
2.1	Aluminum .040 -				

Subtotal:	\$20,980.00
Taxable Amount:	\$20,980.00
Taxes:	\$1,730.85
Grand Total:	\$22,710.85
Amount Paid:	\$0.00
BALANCE DUE:	\$22,710.85



1610 N Interstate
35E #208
Carrollton TX 75006

INVOICE

INV- 7985

Payment Terms: Cash Customer

Created Date: 2/20/2026

DESCRIPTION: Signs Package

Bill To: J Z Embroidery
910 S Cedar Ridge Dr
Duncanville, TX 75137
US

Ordered By: Ali Kathiria
Email: JZemb@jzemb.com

Salesperson: E. Tran

NO.	Product Summary	QTY	UNIT PRICE	TAXABLE	AMOUNT
1	Illuminated Storefront Sign with Permits and Installation	1	\$10,990.00	\$10,990.00	\$10,990.00
1.1	Aluminum .040 -				
2	Monument Sign with Permit & Installation	1	\$27,990.00	\$27,990.00	\$27,990.00
2.1	Aluminum .040 -				

Subtotal:	\$38,980.00
Taxable Amount:	\$38,980.00
Taxes:	\$3,215.85
Grand Total:	\$42,195.85
Amount Paid:	\$0.00
BALANCE DUE:	\$42,195.85

FRANCHISE TAX ACCOUNT STATUS

This record as of May 11, 2026 at 16:19:40

A2Z TRADING LLC

Texas Taxpayer Number:	32072690996
Mailing Address:	910 S CEDAR RIDGE DR DUNCANVILLE, TX 75137 - 2200
Right to Transact Business in Texas:	ACTIVE
State of Formation:	TX
SOS Registration Status (SOS status updated each business day):	ACTIVE
Effective SOS Registration Date:	12/03/2019
Texas SOS File Number:	0803483820
Registered Agent Name:	ABBAS KATHIRIA
Registered Office Street Address:	2819 JAN DR GRAND PRAIRIE, TX 75052

Public Information Report for Year 2024

Title	Name and Address
MEMBER	ABBAS KATHIRIA 2819 JAN DR GRAND PRAIRIE, TE 75052 Source: SOS
DIRECTOR	ABBAS KATHIRIA 2819 JAN DR GRAND PRAIRIE, TE 75052 Source: SOS

Information on this site is obtained from the most recent Public Information Report (PIR) submitted to the Comptroller of Public Accounts (CPA) or from the most recent PIR processed by the Secretary of State (SOS). Annual PIRs submitted to the CPA are forwarded to the SOS.

TEXAS SALES AND USE TAX PERMIT

This permit is not transferable, and this side must be prominently displayed in your place of business.

Retailers: A seller may NOT accept a copy of this permit in lieu of a properly completed exemption or resale certificate. A certificate is necessary to document why tax is not collected on a sale.

You must obtain a new permit if there is a change of ownership, location or business location name.

TAXPAYER NAME, BUSINESS LOCATION NAME and PHYSICAL LOCATION

A2Z TRADING LLC

JZ EMBROIDERY
251 S CEDAR RIDGE DR
DUNCANVILLE
DALLAS COUNTY

TX 75116-4528

Type of permit
SALES AND USE TAX

Taxpayer number
3-20726-9099-6

Location number
00002

First business date of location
05/13/2024

NAICS: 448190 Other Clothing Stores

WE SHOW THIS BUSINESS IN THE FOLLOWING LOCAL SALES TAX AUTHORITIES:

CITY: DUNCANVILLE

EFF: 05/13/2024

Kelly Hancock
Kelly Hancock
Acting Comptroller of Public Accounts

You may need to collect sales and/or use tax for other local taxing authorities depending on your type of business.

For additional information, see "Collecting Local Sales and Use Tax" section on the back of this document.

If you have any questions regarding sales tax, visit our website at www.Comptroller.Texas.Gov or call us at 800-252-5555.

Detach here and prominently display your permit only. Retain the portion below for your records.

01-300-P4

Is the Information Printed on This Permit Correct?

The information printed on your permit is public information. It must be accurate and current. If there is an error, make corrections on the form below by entering your taxpayer name and taxpayer number and your corrected information for incorrect items only. Detach the form and mail it to:

Comptroller of Public Accounts
111 E. 17th Street
Austin, TX 78774-0100

Keep this permit until you receive a corrected permit.

More helpful information about your permit is on the back of this document.

Texas Sales and Use Tax Permit Corrections Form

Taxpayer name shown on the permit A2Z TRADING LLC		If you need to make changes to your local sales tax authorities or to the NAICS code printed on your permit, see information on the back of this form.	
Taxpayer number shown on the permit 32072690996	Location number shown on the permit 00002		
Correct business location name RT-805472			
Correct business location (no P.O. Box or directions accepted)			
City	State	ZIP code	County
Correct taxpayer name		Daytime phone (Area code and number)	
Correct mailing address			
City	State	ZIP code	Federal Employer Identification Number
If you are no longer in business, enter the date of your last business transaction.			
sign here Taxpayer or authorized agent		Date	



JZ Embroidery

Business Plan for City of Duncanville / DCEDC Grant Application Support

Prepared for	Duncanville Community and Economic Development Corporation (DCEDC)
Prepared by	JZ Embroidery
Project Address	910 S Cedar Ridge Dr, Duncanville, TX 75137
Business Phone	972-298-9786
Date	March 2026
Website	https://jzemb.com
Email	jzemb@jzemb.com

1. Executive Summary

JZ Embroidery is a Duncanville-based custom apparel and branded products company serving businesses, schools, churches, teams, organizations, and individual customers with embroidery, screen printing, direct-to-film printing, uniforms, spirit wear, and promotional products. Since 2009, the business has built its reputation on responsive service, product variety, in-house production capabilities, and long-term local relationships.

The company solves a practical branding and fulfillment problem for its customers by offering a one-stop source for customized merchandise, workwear, event apparel, team gear, and promotional items. Customers benefit from local service, faster communication, design support, flexible order types, and a dependable partner that can help them promote their organization professionally and consistently.

JZ Embroidery's near-term goal is to strengthen its physical presence, improve customer visibility, improve operational functionality, and increase local market awareness while maintaining reliable day-to-day service. Over the next 6-12 months, the business expects to complete coordinated site, and facility upgrades at its Duncanville location, including infrastructure and exterior improvements that enhance operations, safety, appearance, and customer experience. Over the next three years, the company aims to grow recurring relationships with schools, small businesses, contractors, churches, and community organizations while using its improved facility to support additional service opportunities. Over the next five years, JZ Embroidery expects to be recognized as a leading local source for custom-branded apparel, promotional products, and related visual branding services in the area, supported by a more functional facility, stronger curb appeal, and a more visible storefront.

Ideal customers include local small and mid-size businesses, schools, booster clubs, churches, sports teams, nonprofits, event organizers, and residents who need customized apparel or promotional items from a trusted local provider. The target market values convenience, product quality, personalized service, local accessibility, and a business that can manage both simple and more customized branding needs.

JZ Embroidery competes with online print platforms, regional promotional product vendors, franchise print shops, and other local apparel decorators. Its competitive advantage is its combination of local responsiveness, relationship-based service, hands-on support, broad product offering, and established presence in Duncanville. A coordinated property improvement project, including infrastructure upgrades, paint and facade refresh, landscaping, asphalt and parking lot work, and related exterior improvements will further support that differentiation by creating a cleaner, safer, more professional business environment that reflects the quality of the company's work.

JZ Embroidery is led by owner Ali Kathiria, whose experience in operating and growing the business since 2009 provides continuity, local market knowledge, and direct oversight of customer service and production quality. The management team's practical understanding of

custom apparel, fulfillment needs, vendor coordination, and customer relationships gives the business an advantage in serving repeat local clients and adapting to new market opportunities.

JZ Embroidery plans to complete a coordinated property improvement project at its Duncanville location and is seeking grant support across multiple eligible categories, including infrastructure, exterior paint and facade work, landscaping, asphalt and parking lot improvements, and related site upgrades. One infrastructure component under consideration is installation of new HVAC in a portion of the warehouse to support improved functionality and future service expansion, including car wrap operations as a secondary revenue stream within the existing business. The full project is expected to cost approximately \$140,000 and is intended to improve safety, visibility, curb appeal, operational efficiency, and the overall customer experience while enhancing the appearance and long-term competitiveness of the site.

2. Company Description

Business Name: JZ Embroidery

Location: 910 S Cedar Ridge Dr, Duncanville, TX 75137

Owner: Ali Kathiria

Year Established: 2009

Business Overview: JZ Embroidery is a family-run, service-focused business providing custom embroidery, screen printing, direct-to-film printing, uniforms, team apparel, branded merchandise, and promotional products for businesses, schools, churches, teams, organizations, and individual customers in Duncanville and the surrounding market.

Mission: To provide high-quality branded apparel and promotional products with responsive service, practical design support, and dependable turnaround while contributing positively to the local business community.

Why Duncanville: JZ Embroidery has operated in Duncanville for many years and serves a broad local and regional customer base. Continued investment in the property supports the city's goals of business retention, private investment, corridor improvement, improved commercial appearance, and long-term reinvestment in local business assets.

3. Products and Services

JZ Embroidery's core service lines include custom embroidery, screen printing, direct-to-film printing, branded uniforms, spirit wear, team apparel, patches, hats, promotional items, and related graphic support. The business differentiates itself through in-house production capability, flexible order sizes, custom service, and fast turnaround on select projects. As the facility improves, JZ Embroidery also expects to create capacity for complementary visual-branding services, including car wraps and fleet graphics, as a secondary line of business aligned with its existing customer base.

- Business and employee uniforms
- School and team apparel
- Church and nonprofit merchandise
- Promotional products and event branding
- Custom logo apparel, hats, jackets, and patches
- Design support and decoration consultation

The proposed property improvements support these services by creating a more professional first impression for walk-in customers, improving operational functionality, strengthening brand credibility with commercial accounts, and reinforcing JZ Embroidery's visibility as an established business in Duncanville. The infrastructure portion of the project also supports future in-house expansion into car wraps by improving the usability of warehouse space.

4. Marketing Plan

The custom apparel and promotional products market in the Dallas–Fort Worth area is highly competitive, but JZ Embroidery is well positioned because of its established Duncanville presence, broad in-house service capabilities, and strong local relationships. The business serves three primary customer groups: local small businesses, schools, churches and community organizations, and individual customers in Duncanville and the surrounding southwest Dallas County area. These customers need a dependable local provider for branded apparel, uniforms, promotional products, teamwear, signage, and personalized items, often with fast turnaround and flexible order support.

JZ's strongest competitive advantages are its fast turnaround and rush-order capability, its in-house design and production services, and its long-standing reputation for personalized customer service. These strengths allow the business to compete effectively against larger online providers and other regional shops by offering convenience, responsiveness, and more hands-on customer experience.

The improvements requested are not only capital upgrades; they also support business development and long-term business retention. A cleaner, more modern property presentation can improve customer trust, increase drive-by recognition, and support higher-value commercial sales conversations. Infrastructure improvements, including HVAC in a defined warehouse area, can also improve the functionality of the facility and support future service expansion such as car wraps and fleet graphics.

JZ Embroidery plans to leverage the improvements through updated storefront photos, website refreshes, social media announcements, before-and-after content, and outreach to local businesses, schools, churches, and civic groups. The business will position the completed project as both a company investment and a contribution to the improvement and beautification of Duncanville's commercial corridor.

- Refresh website and Google business visuals after project completion
- Promote before-and-after property improvements on social channels

- Use updated property visuals, signage, and facade in local outreach and proposal materials
- Highlight Duncanville location and long-standing community presence

Beyond the direct benefit to JZ, these improvements also support broader commercial activity in the area. A more attractive and well-maintained site contributes positively to the corridor, signals reinvestment, and helps build confidence in the surrounding business environment. In that way, JZ's continued improvement and visibility creates both a business growth opportunity and a meaningful neighborhood beautification impact.

5. Operational Plan

JZ Embroidery operates as an established in-house custom production business serving customers through direct consultation, design support, order management, production, quality review, and pickup or delivery. Orders are received in person, by phone, email, and online, then processed through an internal workflow for embroidery, printing, promotional products, and related branded materials. Because design and production are handled internally, JZ Embroidery can maintain scheduling control, respond quickly to customer needs, and support fast turnaround on many orders.

Quality is maintained through proof approval, production oversight, and final inspection before orders are released. Artwork, order details, placement, counts, and finished product appearance are reviewed throughout production to promote consistency and customer satisfaction. The in-house production model also allows the team to identify and correct issues efficiently when needed.

JZ Embroidery is located at 910 S Cedar Ridge Drive, Duncanville, TX 75137. The business operates from a customer-facing commercial location that supports walk-in traffic, order pickup, vendor access, and day-to-day production activities. Its visibility, accessibility, and functionality make the property an important part of the customer experience and the company's overall market presence. Ongoing improvements, including infrastructure work, parking lot upgrades, striping, exterior paint, landscaping, and related site enhancements, are intended to strengthen both functionality and appearance so the property reflects the professionalism of the services provided inside.

As an established Texas business, JZ Embroidery complies with applicable tax, business, workplace, and local code requirements. The company maintains the licenses, registrations, and insurance necessary for normal operations and will ensure that any property improvements are completed in accordance with applicable city requirements, permitting standards, and contractor requirements.

JZ Embroidery operates with an owner-led structure supported by production staff and design support as needed. Team responsibilities include customer service, artwork preparation, machine operation, production, finishing, and quality control. Training is primarily hands-on and

focused on workflow, equipment uses, production accuracy, and responsiveness to customer needs.

The business maintains core production materials and blank apparel for ongoing operations while ordering specialty items based on customer demand. This approach supports both responsiveness and cost control. JZ Embroidery works with multiple suppliers for apparel, printing materials, and promotional products, allowing the business to maintain flexibility, manage lead times, and reduce supply risk.

JZ Embroidery primarily operates on a direct-payment model for custom orders, with deposits or payment collected before completion in most cases. Limited terms may be extended to select repeat business or organization customers when appropriate. This approach supports healthy cash flow while allowing reasonable flexibility for established customer relationships.

6. Management and Organization

JZ Embroidery is led by owner Ali Kathiria, who has built and operated the business since 2009. The company relies on a hands-on operating model focused on customer service, production oversight, and relationship-based sales. The business also utilizes in-house or affiliated design and production support to serve a wide range of customer needs.

Management responsibility for the overall property improvement project will remain with ownership, including contractor oversight, scope verification, spending approval, scheduling coordination across grant categories, and compliance with grant documentation requirements.

7. Property Improvement Maintenance Plan

JZ Embroidery is committed to maintaining the improvements funded through this project, so the property continues to benefit customers, neighboring businesses, and the City of Duncanville after installation is complete.

- Parking lot inspection schedule for cracking, potholes, drainage issues, and striping wear
- Parking lot restriping and touch-up maintenance as needed to preserve safe and visible parking circulation
- Routine cleaning of exterior surfaces, windows, and signage
- Annual paint and facade touch-up review for chips, fading, or weather-related wear
- Landscape maintenance plan including watering, trimming, seasonal replacement as needed, mulching, and removal of dead material
- Sign cleaning, lighting inspection if applicable, and repair of damage or fading

HVAC system inspection, filter replacement, and routine servicing based on manufacturer and contractor recommendations where applicable

Ownership will include maintenance items in the annual operating budget and will assign responsibility for routine inspections and upkeep. The goal is not simply to complete a one-time capital project, but to sustain safe, functional, attractive, and well-maintained commercial property.

8. Conclusion

JZ Embroidery is an established Duncanville business making a visible reinvestment in its property and future. The proposed improvements will modernize the site, improve safety and curb appeal, strengthen functionality, increase customer visibility, and support the City's broader goals of business retention, commercial improvement, beautification, and economic vitality.

With DCEDC partnership, JZ Embroidery can complete a meaningful project that benefits both the business and the surrounding commercial corridor. The company is prepared to contribute its matching funds, comply with reimbursement and reporting requirements, and maintain the complete improvements for the long term.

JZ Embroidery

Marketing Plan

1. Marketing Purpose

JZ Embroidery is an established Duncanville business that markets its services through local relationships, repeat business, digital visibility, and community presence. The purpose of this marketing plan is to strengthen awareness, increase recurring orders, attract new local accounts, and reinforce JZ Embroidery's reputation for quality, responsiveness, and personalized service across its core apparel, promotional products, and visual-branding offerings.

2. Target Market

JZ Embroidery primarily serves local small and mid-size businesses, schools, churches, sports teams, booster clubs, nonprofits, event organizers, contractors, and individual customers in Duncanville and the surrounding trade area. These customers need branded apparel, uniforms, spirit wear, promotional products, custom items, and increasingly, visual-branding solutions such as car wraps and fleet graphics from a dependable local provider that offers hands-on support, flexible order sizes, and timely turnaround.

3. Positioning and Competitive Advantage

JZ Embroidery is positioned as a trusted local source for custom embroidery, direct-to-film printing, screen printing, uniforms, branded merchandise, promotional products, car wraps, and fleet graphics. Its strongest advantages are fast turnaround on many jobs, in-house design and production capability, broad service flexibility, and long-standing local relationships supported by responsive customer service. These strengths help the business compete against online vendors, franchise print shops, sign and wrap providers, and other regional decorators by offering convenience, continuity, and a more hands-on customer experience.

4. Core Marketing Goals

Over the next 12 months, JZ Embroidery's marketing goals are to increase awareness in Duncanville and nearby communities, generate more repeat orders from existing customers, expand relationships with businesses and organizations, improve online visibility, and strengthen referral-driven growth. A second priority is to introduce and build awareness around car wraps and fleet graphics as a complementary service line for commercial customers who want a single local partner for apparel, promotional items, and visual branding.

5. Marketing Channels

JZ Embroidery will continue to focus on the channels that best fit its customer base and budget. Primary channels include the business website and online ordering tools, Google Business Profile and local search visibility, social media featuring finished work and customer projects, direct email outreach to past and current customers, printed materials and sample leave-behinds, local networking, and word-of-mouth referrals. As wrap and fleet-graphics capability expands, marketing should also include portfolio images, vehicle mockups, project case studies, and targeted outreach to contractors, service businesses, and fleet operators. The company does not need heavy radio, television, or large-scale advertising to market effectively; its best results are expected to come from consistent local visibility, strong project photography, and relationship-based outreach.

6. Messaging and Brand Image

JZ Embroidery wants to project a professional, dependable, creative, and community-rooted image. Marketing messages should emphasize quality workmanship, local accessibility, fast and responsive service, and the convenience of working with a one-stop provider for apparel, promotional products, and branded visuals. The physical storefront, signage, parking lot, and exterior presentation support that image by helping customers find the business easily and by reinforcing confidence in the quality of the work produced inside.

7. Year-Round Marketing Activity

Marketing activity will remain steady throughout the year and can be adjusted seasonally based on customer demand. Weekly social media posts should showcase completed jobs, uniforms, spirit wear, team apparel, promotional items, and selected car wrap or fleet-graphics projects. Monthly email outreach can reconnect with past customers, highlight services, and promote seasonal opportunities. Ongoing networking, referral development, and outreach to schools, churches, contractors, local businesses, and fleet-based service companies should remain a regular part of the sales process. Seasonal campaigns may focus on back-to-school, sports, holiday gifting, employee apparel, event branding, and fleet or vehicle-graphics opportunities for growing businesses.

8. Role of Property Improvements

The planned site improvements at 910 S Cedar Ridge Drive, including parking lot upgrades, striping, paint, landscaping, and signage, should be presented as a supporting brand and visibility initiative. They will improve curb appeal, strengthen first impressions, and create a more polished customer experience. Once completed, the updated storefront can be reflected in website photos, Google Business Profile images, social media content, and printed materials. These improvements also support JZ Embroidery's broader positioning as a professional local provider with capacity to grow into complementary services such as car wraps and fleet graphics.

9. Budget and Measurement

This marketing plan is intended to be practical and cost-conscious. JZ Embroidery's strongest marketing assets are its customer relationships, finished work, local reputation, and visible storefront. Year-round marketing investment should remain focused on low-cost, high-value activities such as website and profile updates, photography, social media consistency, printed leave-behinds, sample materials, and customer follow-up. Progress can be measured through quote requests, repeat orders, referral volume, local account growth, website and Google engagement, and customer response to outreach, including interest in newer services such as wraps and fleet graphics.

10. 12-Month Action Plan

Timing	Activity	Purpose
Weekly	Post completed jobs, customer projects, new products, and behind-the-scenes production content on social media, including selected wrap and fleet-graphics work.	Stay visible and build trust.
Monthly	Send email outreach to existing and past customers, including seasonal reminders, service highlights, and examples of recent work.	Support repeat business and reactivation.
Quarterly	Conduct focused outreach to local businesses, schools, churches, teams, contractors, and fleet-based service companies.	Grow local account relationships.
Seasonally	Promote school, sports, holiday, event, employee-apparel, and vehicle-branding opportunities tied to customer buying cycles.	Align marketing with buying cycles.
As needed	Refresh website, Google profile, print materials, portfolio visuals, and storefront photography.	Keep brand presentation current.

11. Closing Statement

JZ Embroidery’s marketing plan is centered on year-round business development through digital visibility, customer relationships, repeat business, local networking, and referral growth. The property’s exterior improvements strengthen that strategy by improving brand presentation and customer experience, but the long-term success of the business will continue to come from consistent service, strong community relationships, and ongoing visibility in the local market. As the business expands its offerings, marketing will also support awareness of car wraps and fleet graphics as a natural extension of JZ Embroidery’s existing branding and customization services.

United States Postal Service

Precious Memories Mortuary

S Cedar Ridge Dr

S Cedar Ridge Dr

Space Way Dr

Olson Electric Service, Inc

Gemini Ave

Gemini Ave

Yoshi Hair Co
Beauty salon

JZ Embroidery - DTF
Gang sheet Dallas Tx

The Outlet Thrift Store
Thrift store

Discount Beauty &
Barber Equipment
Cosmetics store

Hairmosa Beauty
Academy Inc

Iken Auto
Used car dealer

Gemini Ave

Gemini Ave

Pioneer

Stone Gap Rd

Big Stone Gap Rd

Big S

Spring Lake Dr

Brakes Plus
Auto repair shop

MrJims
Pizza Del







STAFF REPORT

MEETING: Community and Economic Development Corporation - May 18, 2026

TITLE:

CONDUCT A PUBLIC HEARING TO DISCUSS AND CONSIDER AN INCENTIVE AGREEMENT WITH LIN AND JEN'S HATS ON, LLC IN AN AMOUNT UP TO \$2,500 FOR A SIGNAGE GRANT AT 204 N. MAIN STREET, SUITE 101 DUNCANVILLE, TEXAS, 75116.

Vision Statement:

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

Pillar:

Empower Economic Opportunity:

- **Promote strategic reinvestment in commercial corridors and support small businesses.**

STAFF RESPONSIBLE:

Marcela Perez

BACKGROUND/HISTORY:

Lin & Jen’s Hats On!, located at **204 N. Main Street, Suite 101, Duncanville, Texas**, is an experiential custom hat bar. Customers design custom hats with the assistance of professional stylists and a Master Brander, selecting from high-quality materials, accessories, and custom branding tools. Lin and Jen’s Hats On! emphasizes creativity, personal expression, and memorable, photo-ready retail experiences. The business opened on **November 1, 2025**, and aims to become a leading experiential hat making brand in Texas with national reach, built on craftsmanship, hospitality, and personalized design experiences.

The applicant and main contact is **Jennifer Lott Hagler, Owner/Manager**.

Project Overview

Lin & Jen’s Hats On! is requesting Design Incentive grant funding to complete new exterior

signage to support continued growth by improving visibility for their Downtown Duncanville location.

The applicant states that the signage investment is expected to significantly increase customer awareness and improve walk-in and appointment-based traffic.

Funding Request Breakdown

The applicant submitted **three bids** for fabrication and installation, along with a site photo of the current signage area.

Total Project Cost: \$5,000.00

Requested DCEDC Grant Amount: \$2,500.00 (50% match)

The applicant understands that:

- DCEDC grants are reimbursement-based
- Funds are offered on a **50% matching basis**
- Full project funding must be secured by the applicant
- Grants require approval by both the DCEDC Board and City Council

Business Impact

Lin and Jen’s Hats On! reported revenue in 2025 of \$25,000. Based on the grant application, the business projects **revenue growth to \$75,000 in 2026, and \$150,000 in 2027.**

The applicant has invested approximately \$20,000 in building updates (awnings, repainting, interior upgrades). They are also in the process of acquiring the property, valued at \$800,000, indicating long-term commitment to Duncanville.

Employment Impact

There are currently no paid staff as operations are owner-driven. The applicant anticipates exponential growth through increased visibility, brand expansion, and event bookings.

The project is expected to support creation of:

- **2–4 part-time stylists/branders**

All future employees are expected to be Duncanville residents, supporting local workforce development.

Community Impact

The business contributes to increased activity within the Downtown Duncanville District by providing a unique experiential retail offering, Tourism-friendly creative services, and event-based offerings that bring new visitors into the district.

POLICY EXPLANATION:

Staff Recommendation

Staff finds that the project meets the General Participation Requirements for DCEDC funding, except for: *“have been at the current location for a minimum of one (1) year, or for new businesses that have been in business outside the city limits for a minimum of three (3) years.”*

Staff recommends **approval of the 50% matching** Signage Grant requests **in the amount of \$2,500.00 to Lin and Jen’s Hats On, LLC**, subject to final City Council approval and all standard DCEDC incentive grant requirements, including:

- Completion of all improvements in compliance with City codes and inspections
- Submission of detailed invoices and proof of payment
- Completion within six months of City Council approval
- Progress updates if work extends beyond six months

FUNDING SOURCE:

ORG and Object Number

12051000-708501

Available Budget

\$528,388.50

Purchase Amount

\$2,500.00

After Encumber

\$525,888.50

ACTION ALTERNATIVES:

ATTACHMENTS:

Lin and Jen's_Incentive Application, Lin and Jen's Location Map, Lin and Jen's Business Plan, Lin and Jen's Marketing Plan, Lin and Jen's Sales and Use Tax Permit, Franchise Tax Account Status_Lin and Jen's, Sign Quotes

Survey Form Response

Survey Name: Survey Form Response

1. Business Name

Lin & Jen's Hats On!

2. Please list the business address:

204 N Main St, Suite 101, Duncanville, Texas, United States, 75116

3. Please list the name and address of the property owner or management company, if applicable:

Dalton L Lott

4. Please share the main contact for this project:

Name: Jennifer Lott Hagler, Title: Owner
Roles: Main Contact
Contact Details: jennifer@lottcompanies.com, 2147940034

5. Please select your business ownership type:

LLC

6. Please list the year your business was started:

2025

7. Please upload your business plan:

Lin & Jen's Hats On - Business Plan.docx

8. Please upload your marketing plan:

Lin & Jen's Hats On - Marketing Plan.docx

9. Please upload a copy of the business' Texas Sales and Use Tax Certificate:

10. Please describe your project:

Lin & Jen's Hats On! – A Custom Hat Bar Experience

Picture this... you walk into a space where creativity, style, and a touch of western flair come together. At Lin & Jen's Hats On!, you don't just buy a hat - you create one that tells your story.

Start by selecting your perfect hat from our curated collection. Then, let your imagination run wild as you choose from an array of accessories - feathers, colorful bands, pins, charms, customized branding, and more. Once your selections are in your basket, step up to our custom bar where our talented stylists bring your vision to life, crafting a one-of-a-kind piece that reflects your personality.

But the experience doesn't stop there! When your dream hat is ready, hop on our award-winning saddle for a photo-op that's as unforgettable as the hat itself!

Whether you're celebrating with friends, marking a special occasion, or simply indulging your inner designer, Lin & Jen's Hats On! makes hat-making a stylish adventure.

This isn't just shopping - it's an experience. One part fashion, one part fun, and it's all about you!

11. Please upload any renderings, conceptual drawings, or samples of projects:

Sign Bid 1.pdf

Sign Bid 2.pdf

Sign Bid 3.pdf

Sign Location.pdf

12. Please provide the current real value of your property (if applicable):

I'm in the process of buying the building, which is valued at approximately \$800,000.

13. Please list your business' current sales / gross receipts / revenue generated:

25000

14. Please list additional revenue to be generated as a result of the project:

Adding signage should help us triple or quadruple our sales.

15. Please list your business' sales growth expectations (Year one, Year two, Year three):

We opened on 11/1/25; 2026 - our goal is \$75000; 2027 - our goal is \$150000

16. Please list the total investment to your property (Interior investment \$, Exterior Investment \$)

I'm in the process of buying the building. We just spent about \$20k updating the building, adding new awnings, repainting, interior updates, etc.

17. Are you entering into a loan for your business or project?

No

18. IF YES, please provide your loan amount:

19. IF YES, please provide your down payment amount:

20. IF YES, please provide the total construction price of improvements or the property:

21. IF YES, please provide information the lending institution (name, address, contact person):

22. Please list the total number of jobs that will be added because of this project:

2-4 part-time employees until we expand. Currently, we meet by appointment only.

23. Please provide the business' total annual payroll:

0 USD

24. Please describe the types of jobs that will be created as a result of this project:

Hat Stylists, Branders

25. What percent of your employees are or will be Duncanville residents?

100

26. Please list the number of current full-time and number of part-time employees (_FT _PT):

0_FT 0_PT

27. Please provide an Executive Summary about the business and owner (how were you established, what makes your story unique, what is your community involvement):

Lin & Jen's Hats On! is a boutique custom hat bar and mobile hat-making experience based in Duncanville, Texas, delivering one-of-a-kind, interactive, creative experiences for individuals, groups, and large-scale events. The company operates through three complementary business channels: a brick-and-mortar custom hat bar in the Downtown Duncanville Arts District, a nationwide traveling mobile hat bar branded "On The Road," and experiential pop-ups at expos, festivals, weddings, corporate events, and major sporting and tourism activations.

At Lin & Jen's Hats On!, guests do not simply purchase a hat—they participate in a curated design experience. Customers select from a curated collection of cowboy, cowgirl, rancher, fedora, and fashion hats, then choose accessories including hat bands, feathers, pins, charms, playing cards, branding, and more. Professional Stylists and a Master Brander complete each masterpiece on site, creating truly one-of-a-kind, wearable art. The experience is designed for solo appointments, group celebrations, corporate team-building retreats, bachelorette parties, girls' nights out, weddings, and destination events.

The brick-and-mortar location serves as both a retail showroom and experiential studio, driving local tourism, arts engagement, and downtown foot traffic. The mobile hat bar, "On The Road," scales the concept nationally, allowing Lin & Jen's Hats On! to bring its full customization experience directly to hotels, resorts, corporate campuses, convention centers, and private venues across the United States. This mobile division positions the company for high-value hospitality partnerships, including large international events such as FIFA World Cup 2026, where custom Texas-made hats serve as premium souvenirs and branded keepsakes.

Revenue is generated through hat sales, customization packages, private event bookings, and corporate activations. A loyalty and online booking platform supports recurring customers and streamlines reservations, while SEO-driven digital marketing and concierge partnerships expand visibility among tourists, event planners, and corporate clients.

Founded by Jennifer Lott Hagler and Linda Wood, Lin & Jen's Hats On! blends fashion, art, and entertainment into a scalable experiential retail model. With a growing brand identity, growing national demand for immersive events, and a mobile platform capable of serving markets across the U.S., the company is positioned for continued expansion as a leader in custom hat experiences and creative lifestyle entertainment.

28. What is the total amount you are requesting for your project?

8,141 USD

29. Please upload 3 bids or quotes for your project:

Slgn Bid 1.pdf

Sign Bid 2.pdf

Sign Bid 3.pdf

30. Please upload photos of the current project area:

Sign Location.pdf

31. Does your project and business comply with the GENERAL PARTICIPATION REQUIREMENTS provided in the grant guidelines?

No

32. Do you understand the GRANTEE RESPONSIBILITIES provided in the grant guidelines?

Yes

33. Do you agree and understand that: *All grants are reimbursement based *All applicants must have the ability to fully fund the entire project *All grants are awarded on a matching basis (50% of the responsibility will remain with the applicant):

Yes

34. Do you understand that the DCEDC may award up to 50% of the project cost, however, the award amount may be less:

Yes

35. Do you understand that the City of Duncanville, nor the Duncanville Community and Economic Development Corporation (DCEDC), is under any obligation to provide a grant or agreement to any applicant?

Yes

36. I hereby certify that, to the best of my knowledge, all information submitted in the above application and all attachments are correct and accurate. I understand that by completing this application, I am making a formal request to receive an economic development grant for our company that is contingent based upon the acceptance/approval of the DCEDC Board and Duncanville City Council. I understand that the project workmanship must be approved by the City before grant money can be disbursed. Additionally, I understand that incentive or grant money is traditionally paid at the completion of the project as a reimbursement and that in order to be eligible for any type of DCEDC funding, a request must be made prior to the commencement of the project. I also understand that the review and approval process will take a minimum of six (6) months and that it is my responsibility to ensure that our project meets all City ordinances and/or requirements. I understand that all completed work is required to be reviewed and inspected by the Building Official or their designee. I also understand that the approval of an incentive or grant is effective for one year from the date of City Council approval, and the project and request for disbursement of the grant funds must be made prior to the one-year approval anniversary unless otherwise approved through corrective action. In addition, if the project is not completed within six months of the City Council approval date, I will be required to present an update to the DCEDC Board at their next regular meeting.

AGREEMENT

37. Please print name (Business Owner or Authorized Representative):

Jennifer Lott Hagler

38. Please provide the application date:

2026-01-14



Nation Wide Fleet Assist - Flatbed, Heavy...

Fruta loca

204

Pet Village Pet store

E Cherry St

Always Answer Bilingual agents - Affordable pricing

Answer 1st

JB Tire Shop Tire shop

Roma's Italian Bistro Italian

Lin & Jen's Hats On!

Business Plan – Custom Hat Bar & Experiential Brand

204 N. Main Street, Suite 101, Duncanville, TX 75116

1. Executive Summary

Lin & Jen's Hats On! is a creative retail and experiential brand specializing in custom, handcrafted hats. Located in the heart of the Downtown Duncanville Arts District, we offer a unique blend of curated fashion, artisan craftsmanship, and memorable experiences through three core revenue channels:

1. **Brick & Mortar Hat Bar (Flagship Store)**
2. **Mobile Hat Bar – *On The Road***
3. **Expo, Festival & Market Activations Across the USA**

Guests select from a curated collection of cowboy, cowgirl, rancher, and fedora-style hats, as well as a wide assortment of high-quality accessories—hat bands, feathers, pins, charms, branding, stitching, and more. Our trained stylists then craft a one-of-a-kind custom hat tailored to each customer's personality and style.

The brand's identity centers on creativity, self-expression, and elevated customer experiences—not simply selling hats, but delivering “the moment.”

2. Mission, Vision & Values

Mission

To deliver unforgettable, personalized hat-making experiences that celebrate creativity, community, and personal style—one custom hat at a time.

Vision

To become the premier custom hat bar experience in Texas and the leading mobile hat bar brand in the United States, known for craftsmanship, style, and exceptional customer engagement.

Core Values

- **Creativity & Craftsmanship** – Every hat tells a story.

- **Hospitality & Experience** – We create moments, not transactions.
 - **Community Commitment** – Supporting local arts, culture, and small business ecosystems.
 - **Innovation & Expansion** – Bringing our hat bar to customers nationwide through mobile and expo channels.
-

3. Business Overview

Company Name

Lin & Jen’s Hats On!, LLC

Location

204 N. Main Street, Suite 101, Duncanville, TX 75116

Business Model

A hybrid experiential retail model that combines in-store visits, private parties, and national outreach through traveling services and event activations.

4. Products & Services

A. Brick & Mortar Custom Hat Bar

- Curated inventory of high-quality hats
- Premium accessories: feathers, bands, scarves, brooches, pins, charms, leather, stitching accents
- Branding bar with heat branding irons
- Custom stitching
- One-on-one stylist appointments
- Small group parties (birthday, corporate, bridal, friends’ night out)
- Limited walk-ins due to low foot traffic on Main Street; **appointment-preferred model** to optimize payroll, service flow, and customer experience

B. Mobile Hat Bar – “On The Road”

- Fully portable hat bar
- Available for private events across the **entire United States**
- Popular for:
 - Weddings

- Corporate events
- Team-building
- Parties & celebrations
- Destination events
- Includes hats, accessories, branding, steaming, and stylists
- Travel fee + per-hat pricing
- Ability to service groups of all sizes (10–200+)

C. Expo, Festival & Market Activations

- Booth rentals at:
 - Wedding expos
 - Western lifestyle markets
 - Holiday markets
 - Craft fairs
 - Large festivals
 - Opportunity for:
 - On-site customization
 - Lead generation for private appointments and mobile bookings
 - Brand visibility across new geographic markets
 - Inventory is shipped nationwide to support these events
-

5. Target Market

Primary Customer Segments

1. **Women ages 25–65** seeking fashion, gifts, or unique experiences
2. **Western lifestyle consumers** (Texas, Oklahoma, Louisiana, Arizona, Colorado)
3. **Brides, wedding planners, and bridal parties**
4. **Corporate event planners**
5. **Tourists and visitors looking for memorable activities**

Secondary Customer Segments

- Festival attendees
- College students & young professionals
- Influencers and creators
- Men seeking unique, handcrafted accessories
- Gift shoppers

Geographic Reach

- Local: DFW metroplex

- Regional: Southern U.S.
 - National: Through mobile “On The Road” and expo travel
-

6. Market Opportunity

The custom hat trend continues to grow due to:

- Western fashion resurgence
- Influencer-driven personalization trends
- High demand for experiential activities
- Popularity of mobile experiences for weddings & corporate events
- Increased interest in artisan and handcrafted goods

Experiential retail is expanding faster than traditional retail, making **customization** a major competitive advantage.

7. Competitive Advantage

What Sets Lin & Jen’s Hats On! Apart

- **Three revenue streams** reduce risk and expand reach
 - **Traveling/mobile capability**—a premium service most hat bars do not offer
 - **High-quality, curated inventory** (not mass-produced hats)
 - **Experienced stylists** who elevate the final product
 - **Branding & stitching personalization**—makes each hat unique
 - **Strong brand identity** rooted in creativity, community, and style
 - **Photogenic experience** that drives organic social media exposure
 - **Event-friendly design** that attracts corporate and bridal clients
-

8. Operations Plan

Hours of Operation (Brick & Mortar)

- **By appointment preferred**
- Limited walk-ins due to low Main Street traffic
- Flexible hours for private bookings

This model increases profitability and aligns staffing with demand.

Staffing

- Founders: Jennifer Hagler and Linda Wood
- Master Brander: Steve Davis
- Additional Stylists: Potential to hire 2-4 Part-Time Employees (TBD)
 - 10 hours per week at \$15/hour for 50 weeks - \$7500 annually
- Internship opportunities to teach our trade
 - Sans payment (\$0)
 - Hat design; merchandising; budgeting; party planning; inventory management; marketing; sales
- Skilled stylists for steaming, shaping, branding, and creative design
- Contract staff for expos, festivals, and high-volume mobile events

Inventory Management

- Controlled inventory of hats in popular shapes, colors, and sizes
- Replenishment plan with trusted wholesalers
- Accessories stocked regularly with seasonal additions
- Shipping procedures for expos and mobile events

Mobile Hat Bar Logistics

- Event contract
- Travel fee
- Shipping hats/accessories ahead of event
- On-site set-up, steaming, branding
- Tear down + return shipping

Expo Operations

- Booth design and signage
- Demo hats
- Quick-turn customizations
- Data capture for follow-up (lead generation)
- Shipping crates, tables, and brand displays

9. Revenue Streams

1. Brick & Mortar Sales

- Custom hats (base price + accessory upgrades)
- Private parties (flat rate + hat selections)
- Appointments

2. Mobile Hat Bar – *On The Road*

- Travel fee (variable by distance)
- Per-hat pricing
- Corporate package pricing
- Branding/stitching upgrades

3. Expos, Festivals, Markets

- On-site sales
 - Lead generation for future parties
 - Travel-based event revenue
-

10. Marketing & Branding Strategy

Brand Positioning

“A hat is more than an accessory—it’s a statement.”
We sell the experience, not just the product.

Marketing Channels

- Social Media (TikTok, Instagram, Facebook)
- Website booking (hatsonbar.com)
- QR-driven promotions at expos and in-store
- Local partnerships (arts district, city events, chambers, Rotary, etc.)
- Influencer collaborations
- Print materials at local businesses
- Vendor cross-promotions (flowers, balloons, jewelry, boutiques)

Signature Marketing Features

- Photo opportunities (award-winning saddle, styled displays)
 - “Wall of Fame” for first-time custom hat customers
 - Seasonal campaigns (Derby, holiday, Western events)
 - Bridal & corporate service packages
-

11. Financial Overview

(High-level and customizable)

Startup / Operating Costs

- Lease & utilities
- Inventory (hats + accessories)
- Branding tools + steaming equipment
- Mobile equipment
- Booth/Expo materials
- Marketing
- Staff & training

Revenue Expectations

- Average custom hat revenue per customer: **\$150–\$300+**
- Mobile events: **\$2,500 travel fee + per-hat revenue**
- Expos: Significant revenue + future bookings

Profitability

Due to customizable upgrades and low labor cost per hat, margins are strong. Mobile events and expos significantly expand revenue without relying on local walk-ins.

12. Growth Strategy

Short-Term (0–12 months)

- Strengthen appointment-based model
- Expand local awareness
- Build recurring event partnerships
- Attend targeted expos in major U.S. metros

Mid-Term (1–3 years)

- Increase mobile hat bar fleet
- Franchise or license “On The Road” model
- Add more stylists
- Develop hat bar kits for corporate team-building nationwide

Long-Term (3–5 years)

- Multiple brick-and-mortar locations
- Strong national brand presence
- Mobile units operating in multiple states
- Exclusive accessory line

13. Risk Assessment & Mitigation

Risks

- Seasonal fluctuations
- Low walk-in traffic
- Inventory cost fluctuations
- Shipping delays for mobile/expo events

Mitigation

- Appointment-based model
- Strong marketing push toward mobile events
- Diversified revenue streams
- Early inventory purchasing
- Multiple shipping carriers + backup plans

14. Conclusion

Lin & Jen's Hats On! is more than a retail shop—it is a creative brand built on personalized experiences, craftsmanship, and national reach. With its unique combination of brick-and-mortar services, a fully mobile “On The Road” hat bar, and widespread expo participation, the business is positioned for strong growth, high profitability, and long-term brand equity.

Our blend of artistry, customer connection, and experiential service sets us apart—and makes every hat unforgettable.

Executive Summary

Lin & Jen's Hats On! – Custom Hat Bar & Experiential Brand

204 N. Main Street, Suite 101, Duncanville, TX 75116

Lin & Jen's Hats On! is a creative, experiential retail brand specializing in handcrafted custom hats through three integrated business channels: our brick-and-mortar hat bar, our nationwide mobile hat bar ("On The Road"), and our expo/festival exhibits across the United States. Customers select a curated hat and unique accessories, and our stylists transform their vision into a one-of-a-kind custom piece. Our focus is on craftsmanship, personal expression, and delivering memorable experiences that go far beyond traditional retail.

Business Model

Our hybrid model maximizes revenue while reducing reliance on local foot traffic.

1. Brick & Mortar Hat Bar – Appointment-preferred boutique offering one-on-one styling, private parties, and custom-designed hats. Walk-ins accepted but limited due to low Main Street traffic.
2. Mobile Hat Bar – "On The Road" – A fully portable hat bar available for private events, weddings, corporate gatherings, and celebrations anywhere in the USA. Travel fees + per-hat pricing yield strong margins.
3. Expos, Festivals & Markets – Booth exhibits at wedding expos, community festivals, and large markets across the country. These events generate direct sales and long-term booking opportunities.

Market Opportunity

The rise of experiential retail, personalization, and Western-inspired fashion presents a significant growth opportunity. Demand is strong from women ages 25–65, bridal parties, event planners, influencers, festival attendees, and corporate groups seeking unique, interactive, team-building experiences. Our ability to travel nationally expands our customer base far beyond a traditional storefront.

Competitive Strengths

- Curated hat collection + premium and unique accessories
- Skilled stylists who elevate each hat into an art piece
- Master Brander who provides the ultimate customization
- National mobility through the "On The Road" hat bar
- Strong branding appeal and high social-media engagement
- Attractive for weddings, corporate events, tourists, and special occasions

- Diverse revenue streams that reduce brick-and-mortar dependency

Operations

The flagship location operates primarily by appointment to optimize customer experience and labor costs. Mobile events and expos operate with flexible staffing and efficient shipping/logistics systems. Each channel leverages the brand's creative identity and supports sustainable expansion and franchise opportunities.

Revenue Streams

- Custom hats and upgrades sold in-store
- Private parties and appointment-based services
- Mobile hat bar bookings and travel fees
- Expo, festival, and market sales nationwide

Growth Strategy

Immediate priorities include strengthening appointment-based sales, expanding mobile bookings, and targeting high-value expos. Long-term strategies include additional mobile units, extended national event circuits, and potential replication in other markets/franchise opportunities.

Conclusion

Lin & Jen's Hats On! is positioned to become a leading custom hat experience in Texas and a premier mobile hat bar brand nationwide. With a compelling mix of experiential retail, national mobility, and artisan craftsmanship, the company is poised for scalable, profitable growth supported by rising consumer demand for personalized, memorable experiences.

Marketing Plan

Lin & Jen's Hats On! Custom Hat Bar | Mobile Hat Bar | Expos & Festivals

1. Marketing Objectives ▪ Increase appointment-based bookings. ▪ Grow national bookings for the "On The Road" mobile hat bar. ▪ Drive expo and festival visibility, sales, and lead generation. ▪ Strengthen brand recognition and digital presence.

2. Brand Positioning "A hat is more than an accessory—it's a statement."

Key pillars: Customization, Craftsmanship, Experience, Mobility, Community.

3. Target Market Primary: Women 25–65, brides & planners, corporate event planners, Western lifestyle consumers, festival attendees. Secondary: tourists, gift shoppers, men seeking unique accessories.

4. Core Marketing Strategies

A. Brick & Mortar: ▪ Appointment-first model with QR promotions. ▪ Seasonal campaigns & community partnerships. ▪ Experience drivers: saddle photo-op, Wall of Fame.

B. Mobile Hat Bar – On The Road: ▪ Targeted ads in high-event markets nationwide. ▪ Partnerships with wedding + corporate planners. ▪ Mobile promotional kit and signature campaigns.

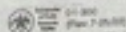
C. Expos & Festivals: ▪ Branded booth + live customization demos. ▪ QR-based lead capture + automated follow-up. ▪ Multi-state visibility through national expos.

5. Digital Marketing ▪ Social: 4-5 posts per week across mixed platforms featuring hat customizations and events with calls to action + 1-2 blogs per month. ▪ Website: booking-focused with a variety of services and photo galleries + FAQs. ▪ Email: monthly newsletters/email blast.

6. Promotional Strategy ▪ Loyalty points for website sign-ups + online bookings. ▪ Bring-a-friend bonus points. ▪ Expo incentives + seasonal promotions. ▪ Corporate & wedding packages with loyalty credits.

7. KPIs ▪ Booking volume (in-store + mobile) ▪ Average spend per customer ▪ Expo conversion ▪ Social engagement + website traffic ▪ Email performance.

8. 12-Month Focus ▪ Build appointment pipeline ▪ Expand mobile bookings nationally ▪ Increase expo presence ▪ Launch loyalty program + seasonal campaigns ▪ Strengthen digital footprint.



TEXAS SALES AND USE TAX PERMIT

This permit is not transferable, and this side must be prominently displayed in your place of business.

Read this: A seller may NOT accept a copy of this permit in lieu of a properly completed exemption or resale certificate. A certificate is necessary to document why tax is not collected on a sale.

The issuer issues a new permit if there is a change of ownership, location or business location name.

TAXPAYER NAME, BUSINESS LOCATION NAME AND PHYSICAL LOCATION

LIN AND JEN'S HATS ON, LLC

LIN AND JEN'S HATS ON, LLC
627 MERCURY AVE
DUNCANVILLE
DALLAS COUNTY

TX 75137-2235

Type of permit
SALES AND USE TAX

Taxpayer number
3-21019-9679-4

Location number
00001

First business date of location
11/01/2025

NAICS: 448150 CLOTHING Accessor¹⁴⁹ Store
WE SHOW THIS BUSINESS IN THE FOLLOWING LOCAL SALES TAX AUTHORITIES:
CITY: DUNCANVILLE
EFF: 11/01/2025

Kelly Harcock
Acting Comptroller of Public Accounts

You may need to collect sales and/or use tax for other local taxing authorities depending on your type of business.
For additional information, see "Collecting Local Sales and Use Tax" section on the back of this document.

If you have any questions regarding sales tax, visit our website at www.Comptroller.Texas.Gov or call us at 800-252-5055.

Detach here and prominently display your permit only. Retain the portion below for your records.

11-2019-01

Is the Information Printed on This Permit Correct?

The information printed on your permit is public information. It must be accurate and current. If there is an error, make corrections on the form below by entering your taxpayer name and taxpayer number and your corrected information for incorrect items only. Detach the form and mail it to:

Comptroller of Public Accounts
111 E. 17th Street
Austin, TX 78774-0100

Keep this permit until you receive a corrected permit.

More helpful information about your permit is on the back of this document.

Texas Sales and Use Tax Permit Corrections Form

Taxpayer name shown on the permit LIN AND JEN'S HATS ON, LLC		If you need to make changes to your local sales tax authorities or to the NAICS code printed on your permit, see information on the back of this form.	
Taxpayer number shown on the permit 32101996794	Location number shown on the permit 00001		
Correct business location name *			
Correct business location (no P.O. Box or directions accepted)			
* City	* State	* ZIP code	* County
* Correct business date	Daytime phone (Area code and number)		

FRANCHISE TAX ACCOUNT STATUS

This record as of May 11, 2026 at 16:19:40

LIN AND JEN'S HATS ON, LLC

Texas Taxpayer Number:	32101996794
Mailing Address:	627 MERCURY AVE DUNCANVILLE, TX 75137 - 2235
Right to Transact Business in Texas:	ACTIVE
State of Formation:	TX
SOS Registration Status (SOS status updated each business day):	ACTIVE
Effective SOS Registration Date:	09/15/2025
Texas SOS File Number:	0806204472
Registered Agent Name:	GLENN SNYDER
Registered Office Street Address:	627 MERCURY AVENUE DUNCANVILLE, TX 75137

Public Information Report

Title	Name and Address
Report not on File	

Information on this site is obtained from the most recent Public Information Report (PIR) submitted to the Comptroller of Public Accounts (CPA) or from the most recent PIR processed by the Secretary of State (SOS). Annual PIRs submitted to the CPA are forwarded to the SOS.

From: Cole Young <cyoung@signsmanufacturing.com>
Sent: Monday, May 11, 2026 1:45 PM
To: jennifer lottcompanies.com
Subject: Re: FW: Lin & Jen's Hats On! - sign grant application
Attachments: Hats On Art V2.pdf

Hello Jennifer,

Attached is the updated art showing the new sign at 48" tall and wide. The price for this would be \$4,714. That includes permit filling, manufacturing and installation. The only other cost would be \$40.47 in sales tax and the actual cost of the permit from the city which we do not mark up.

1

Our front-lit channel letters feature high-performance exterior 3M vinyl for enhanced durability. The entire sign, including the raceway, is protected by our proprietary Solar Guard finish to prevent UV damage and environmental wear.

We provide a comprehensive 5-year warranty covering both graphics and electrical components against fading, cracking, or peeling. Beyond this period, you will receive a 20% discount on labor for any necessary maintenance.

Our signs are constructed with aluminum backs for superior longevity. Additionally, our LED system utilizes a grid configuration; if one diode fails, the others remain operational, which extends the lifespan of the power supply and minimizes service interruptions.

Please let me know if you need anything else at this time.

2

Representative:

Hat On Hat Bar

(214) 339227 (817) 8641234
(872) 850300 fax: (214) 3399887



10.03 in

ART-Hat Bar V1 - CC.18



THIS IS A CONCEPT DRAWING. Colors depicted are not exact (see color callouts). Some details may be modified in production. MAY NOT BE TO AN EXACT SCALE.




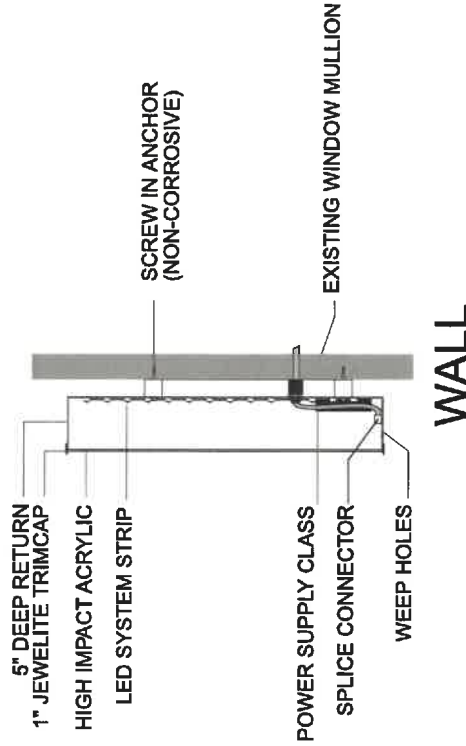
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Representative:

SPECIFICATIONS

-  Digitally Printed Logo
-  3M Dark Brown
-  3M Raspberry
- Faces:** White Polycarbonate
- Retainer:** 3" Painted to Match 3M Teal Green
- Returns:** 5" Color T.B.D.
- Lighting:** 10K Solarbright



THIS IS A CONCEPT DRAWING. Colors depicted are not exact (see color callouts). Dimensions are approximate and may not be to an exact scale.

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The provided logo graphic will be insufficient quality for the manufacturing process. Please see our website <https://www.stewartsigns.com/artwork/requirements> for acceptable file formats. Source file preferred.

4'



4'

Stewart Signs
ONE SIGN. ONE COMPANY
1-800-237-3928 stewartsigns.com

FLAT FACE
SIGNATURE 44
CABINET SIZE 4'x4'

(200) AR-1005316 Cust 3312413
4/15/2026 F/SALESP PROPOSAL
Scale: 5/8"=1' Cabinet color: Black

Signature _____
Date _____

Please confirm that all lettering, colors and graphics are correct before signing. Changes to artwork after signature is received will incur a \$500 art change fee.



This custom artwork is not intended to provide an exact match for ink, vinyl or paint. Signs are designed for an illuminated graphic and art is based off of this premise. Non-illumination during daylight hours may result in graphics of varying appearance. Brickwork and masonry are not included in the proposal with the exception of Cornerstone products. Measurements shown are approximations; final product dimensions may vary. *Original design, do not duplicate.*

THERE'S A DIFFERENCE IN SIGNS... AND A *Difference in Sign Companies!*

Commercial-grade Signs

These signs are built only with the **initial cost** in mind. Made for businesses or locations that change frequently over time, these signs degrade quickly and have a serviceable life of three to five years.

- ✗ The sign cabinet is made from thin steel may **rust and deform** under its own weight. Sides are joined with screws, bolts or adhesives that fail over time.
- ✗ Metal surfaces are unevenly wet-painted. The color **quickly fades** in direct sunlight and vandalism such as spray paint or egg is not easily removed.
- ✗ Sign faces are acrylic or plexiglass with low impact resistance. Material is not UV-resistant, and **yellows or cracks** as it degrades in the sun.
- ✗ The face artwork is printed or painted with non-solar-grade materials, and adhered to the outside of the sign face where it can be **scratched and peel**.
- ✗ The support structure or base plates are made of thin steel or aluminum that cannot support minimum wind-loads and may **fall over in high winds**.
- ✗ The sign is assembled out-in-the-field from individual components that **may not be UL Listed** or match each other in color or style.
- ✗ There is a limited or no warranty on the above components. Any warranty **does not include incidents of vandalism**.

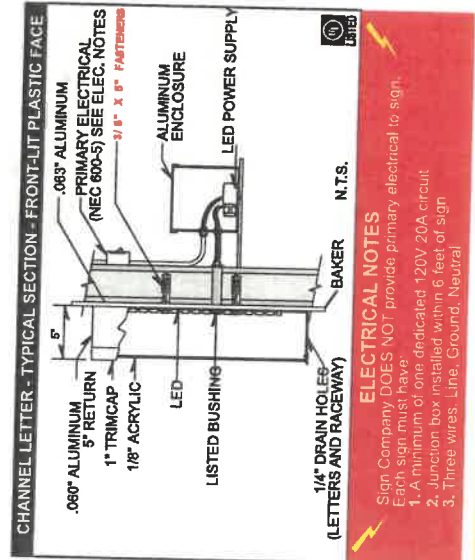
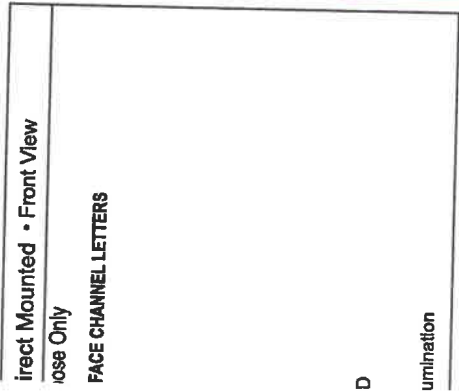
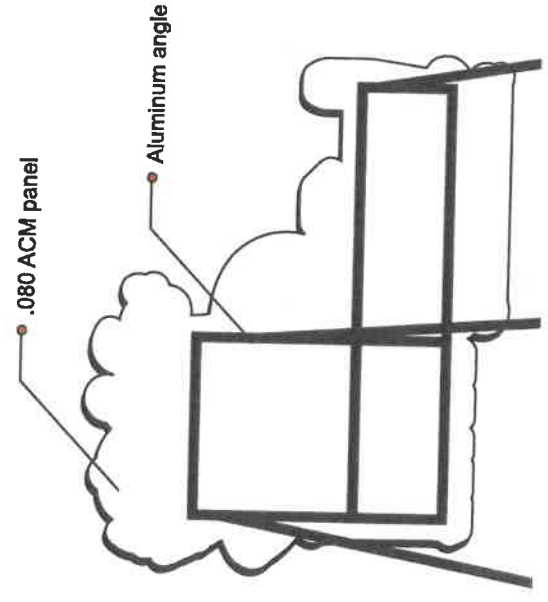
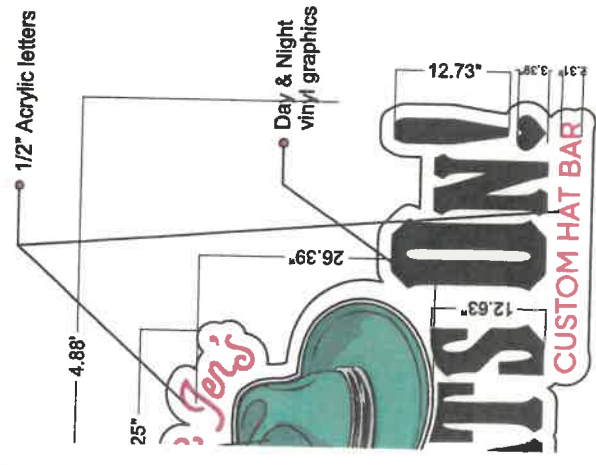


Institutional-grade Signs

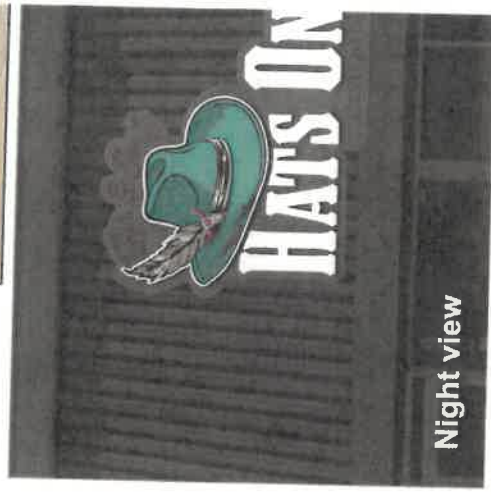
These signs are built with **total cost-of-ownership** in mind. Made for organizations that want to make a one-time investment in their sign project for many years, they have a serviceable life of well over a decade.

- ✓ The sign cabinet is made from extruded aluminum that **resists corrosion** and retains its shape. Sides are miter-cut and joined by wire-welding the corners.
- ✓ Metal surfaces are cleaned and uniformly powder-coated for **superior chip, impact and fade resistance**. Vandalism can be removed with approved cleaners.
- ✓ Sign faces are made from solar-grade polycarbonate with superior impact resistance. UV protection is integrated into the material to **keep it clear**.
- ✓ The face artwork is digitally printed on solar-grade material and adhered to the inside of the sign face for **maximum protection** against the elements.
- ✓ The support structure and base plates are made of thick, powder-coated steel to support a **minimum wind-load rating of 120mph**.
- ✓ The entire sign is manufactured in a controlled environment to ensure a seamless look, and the **complete sign are UL or ETL (Atlas sign) Listed**.
- ✓ There is a lifetime warranty from a single company on all of these components, **including damage caused by vandalism**.





ELECTRICAL NOTES
 Sign Company DOES NOT provide primary electrical to sign.
 Each sign must have:
 1. A minimum of one dedicated 120V 20A circuit
 2. Junction box installed within 6 feet of sign
 3. Three wires, Line, Ground, Neutral



3D PICTURE IS FOR ILLUSTRATION PURPOSE ONLY

ROYAL SIGNS
 & Awnings
 Branding Experts

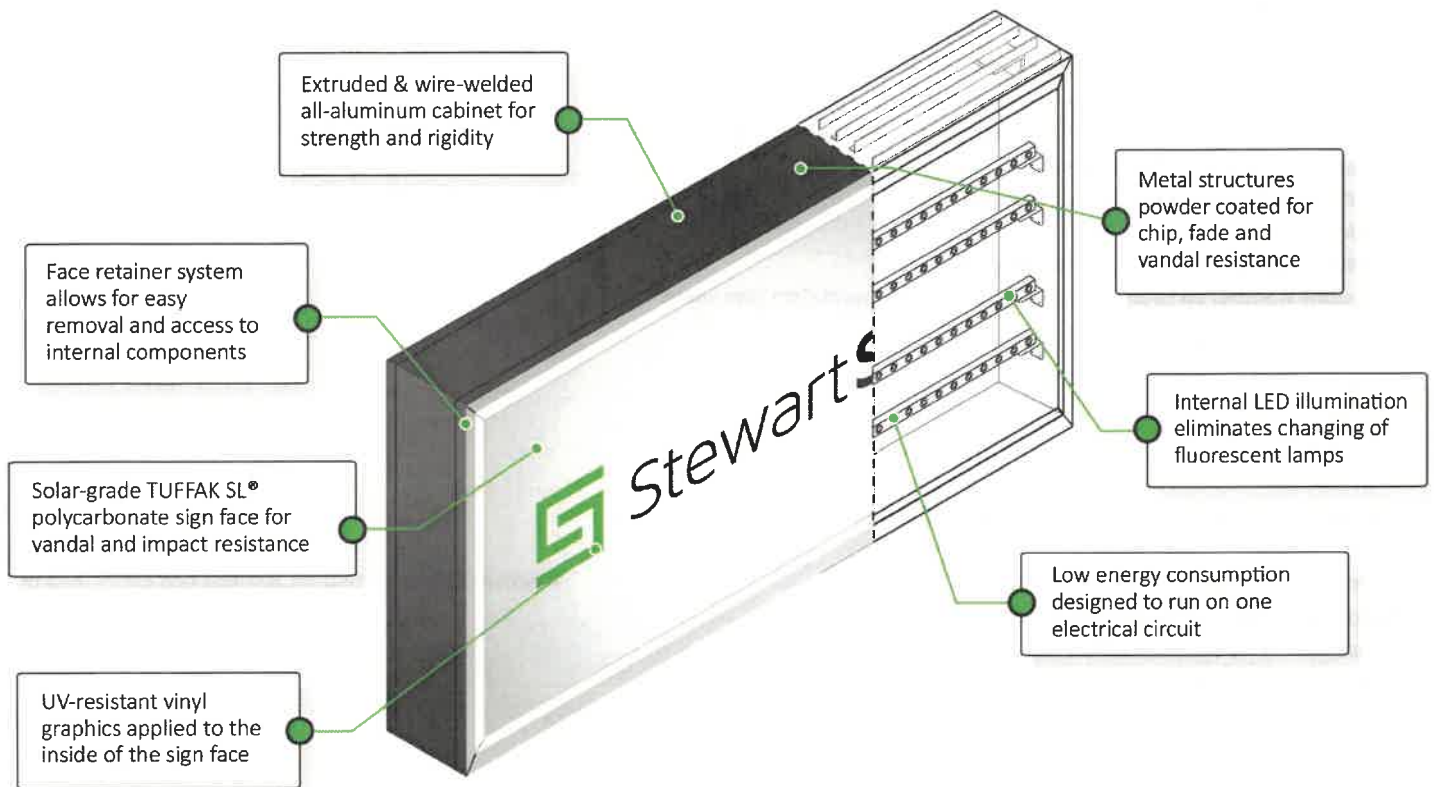
Houston: 832-209-7771
 Austin: 512-675-6869
 Dallas: 469-879-5786
 San Antonio: 726-208-1666
 Portland: 971-200-1802
 www.royalgroupinc.com
 sales@royalgroupinc.com



Client Name:
 Jennifer Lott
 +12147940034
 jennifer@lottcompanies.com
 204 N Main St
 Duncanville, TX 75116

Start Date: 11/26/2025
 Last Revision:

ANATOMY OF THE CABINET-ONLY LIGHT BOX SIGN FROM STEWART SIGNS



Learn more at: stewartsigns.com/light-box-signs



stewartsigns.com ■ 800-237-3928

LightBoxAnatomyCabinetOnly-SS210801



Prepared for:

Lin & Jen's Hats On! Custom Hat Bar
204 N. Main Street, Suite 101
Duncanville,

Prepared by:

Alejandro Vasquez
avasquez@stewartsigns.com
1.888.237.3928 x2440

DESCRIPTION	PRICE
-------------	-------

SingleSided Flat Face Light Box Sign

\$4,986.00

All identification area sign with virtually unbreakable polycarbonate face and extruded aluminum sign cabinet.

Sign structure and faces

- Double sided 4' 0" x 4' 0" sign cabinet with 10" deep extruded aluminum
- TCI® industrial powder coat finish, color:
- Graphics digitally printed on 3M™ vinyl and adhered to inside of sign face
- Internal illumination with LED lamps
- TUFFAK® SL face{s} removable via Sides retainers
- Wall Gussets
- Minimum wind load rating: 120mph, exposure B
- Lifetime warranty on structure and face{s}, including vandalism (see warranty for details)

Custom Options

- Art
- Freight

Installation not included – Can be coordinated with a local contractor
Self-Installation kit included
Electrical work to sign location not included
All signs are subject to local zoning regulations and municipal code compliance make sure it is looked over
Sales tax not included in the quoted price

Total: \$4,986.00
 + any applicable sales tax and freight
 Payment terms: 50% Deposit, Balance Due Before Shipment

Prepared for: Lin & Jen's Hats On! Custom Hat Bar • Duncanville, Texas

Prepared by: Alejandro Vasquez • avasquez@stewartsigns.com • 1.888.237.3928 x2440

SHIPPING INFORMATION

Sign and All Other Components

204 N. Main Street, Suite 101 Duncanville, TX 75116

Contact: Jennifer Lott Hagler

(214) 794-0034 jennifer@lottcompanies.com

Invoices

204 N. Main Street, Suite 101 Duncanville TX, 75116

All items not specified here will be shipped to:

204 N. Main Street, Suite 101 Duncanville TX, 75116

Shipping terms: FOB Origin. Storage and other freight services may be added to your invoice should they be required. Unless managed installation services are included, customer is responsible for unloading of sign upon delivery. Signs greater than 6 feet wide are not eligible for lift gate services.

TERMS & CONDITIONS (*unless noted elsewhere in this quote)

TAX: Any applicable sales tax will be added to your invoice.

Organizations exempt from sales tax must include exemption certificate with order.

PERMITS: Permits and zoning are the responsibilities of the buyer. Check with your city or county zoning office for proper permitting procedures in your area. Sealed engineer drawings available at additional cost.

INSTALLATION: Installation of footers, erection, electrical service to sign site, electrical hook-up, removal and/or disposal of any existing signage, and any decorative masonry are the responsibilities of the buyer. Managed installation services are available at additional cost.

CANCELLATION: Any cancellation may be subject to cancellation, return, and/or restocking fees. A late fee of 1.5% per month will be charged on any overdue balances. In the event of a payment default, customer will be responsible for all of Stewart Signs' costs of collection, including but not limited to court costs, filing fees and attorney fees.

SUPPORT: US-based phone and internet support are provided FREE for the lifetime of the product. A premier service warranty is available at additional cost.

I have read and understand the Terms & Conditions above.

INITIALS

ORDERING INSTRUCTIONS

1. Review this quote for accuracy. Initial each page of the quote. Sign and date the quote here.
2. Review any corresponding artwork provided with this quote. Check all spelling and colors. Sign and date the artwork.
3. Submit both documents along with your deposit payment to your sign consultant. Speak with your consultant about payment method options.
4. If your organization is sales tax exempt, provide your sales tax exemption certificate with order.

Customer's authorized signature for quote Q-1017231

SIGNATURE

PRINT NAME

DATE

Alejandro Vasquez

04-29-2026

Alejandro Vasquez, Sign Consultant

Prepared for: Lin & Jen's Hats On! Custom Hat Bar • Duncanville, Texas

Prepared by: Alejandro Vasquez • avasquez@stewartsigns.com • 1.888.237.3928 x2440

Limited Product Warranty ("Limited Warranty")

Definition of Warranty Coverage:

- 1) Stewart Signs (the "Company") expressly warrants to the original purchaser ("You" or "Buyer" or "Owner" or "Customer") that, for a period of five (5) years from the date of shipment (the "Warranty Period"), the electronic displays and the associated Company products (the "Product") will be reasonably free of material defects in materials and workmanship impacting Product fit, form and/or function. During the Warranty Period, the Company will, at its discretion, repair or replace any defective covered Product. The Owner will be responsible for removing and reinstalling any and all repaired or replacement parts. This Limited Warranty only applies to the Company's Product if installed, used, and maintained in the manner recommended by Company, and this Limited Warranty is conditioned upon compliance with all such instructions. Lifetime telephone support for the Product is provided, as needed.
- 2) In the event the Product is damaged during shipping, it is the responsibility of the Buyer to refuse delivery, causing the Product to be returned to the manufacturer for repair. Title to the Product passes to the Buyer upon the Company's delivery to the freight carrier. The Company assumes no liability for damage caused by careless handling or poor installation, except for work completed by employees of the Company.
- 3) Any information or suggestion by the Company with respect to the Product concerning applications, specifications or compliance with zoning, codes and standards is provided solely for your convenience and without any representation as to accuracy or suitability. You must verify and test the suitability of any information with respect to the Product for your specific application.
- 4) Sign Structure and Sign Face: In the event the sign structure or identification/changeable copy portion of the sign malfunctions under normal use and service thereof DURING THE LIFE OF THE SIGN due to material defects in workmanship or materials, the Company will, at its option, repair or replace any defective materials.
- 5) Vandalism to Sign Faces: This Limited Warranty covers polycarbonate faces against breakage due to vandalism DURING THE LIFE OF THE SIGN. Warranty protection does not extend to these surfaces if damaged by gunshots, or when damaged coincident with damage to the sign cabinet in which the faces are installed. LED panels are also covered from vandalism for the duration of the electronics portion of the Limited Warranty (5 years). Excludes Cornerstone monument signs and other Cornerstone components.
- 6) Failed electronic parts or assemblies will be repaired or replaced, at the sole discretion of the Company. Replacement or repaired parts are warranted to be free from material defects in material or workmanship for ninety (90) days, or for the remainder of the Warranty Period of the Product they are replacing or in which they are installed, whichever is longer.
- 7) The Company will repair failed LED pixels if greater than one quarter of one percent (0.25%) of the total number of pixels in the sign have failed in one (1) calendar year, provided the sign is installed with the recommended ventilation system for its location. The definition of pixel failure is when all LEDs in the pixel will no longer emit light. Pixel repair is performed at the Company Repair Center. It is common knowledge within the sign industry that all LEDs degrade and produce less light as they age. Eventually the LEDs will require replacement even though the LEDs will still emit light. This Limited Warranty does not cover normal LED degradation.
- 8) Customer Obligations:
Failure by the Customer to properly maintain the Product will void coverage for affected components. The Customer shall notify the Company immediately of equipment failure and allow the Company full and free access to the Product when required. Waiver of liability or other restriction shall not be imposed as a site access requirement. The Customer is responsible for all costs and management oversight associated with providing the Company access to the Product, providing the necessary machines, communication facilities and other equipment, inclusive of but not limited to lifting equipment. Should on-site repair be required, Customer is required to have a responsible individual on-site to provide access to the Product as well as sign off on a completed work order.
- 9) Exclusions and Restrictions:
The Company reserves the right to restrict service, limit replacement parts, or invalidate this Limited Warranty to Customers whose account balance is past due. This Limited Warranty specifically excludes any on-site labor required to service the covered Product, including diagnosis, removal, and installation of parts and/or products. Any on-site service required by the Customer of Company technicians or a local Company-authorized service provider is billable to the Customer based on an agreed-upon written quote. This Limited Warranty does not apply to software. Software is covered by a separate agreement, which appears in the Company's software license agreement.
1D cabinet LED illumination and power supply are covered for two (2) years, when purchased as a system.
- 10) This Limited Warranty specifically does not cover the following:
 - a) Third-party communication devices such as wireless devices and modems, which are covered by a separate electronic communication warranty. This includes the Ubiquiti wireless radios provided by Stewart Signs, which carry a one (1) year warranty from ship date when purchased with a new sign
 - b) Damage to Product that has been moved from its original installation location or is mounted in a mobile structure.

- c) Cosmetic damage to the Product (including but not limited to scratches and dents that do not otherwise affect the fit, form or functionality of the Product or materially impair its use).
 - d) Recovery or transfer of any data or software stored on the Product not originally installed on the Product by the Company.
- 11) This Limited Warranty specifically does not cover conditions, defects or damage caused by or resulting from the following:
- a) Defects caused by: unreasonable or unintended use of Product; improper or unauthorized handling; accident; omission; neglect; vandalism (unless otherwise noted in this Limited Warranty); misuse; physical abuse; installation, use and/or fabrication, and maintenance of the Product by any party other than the Company.
 - b) Damage (not resulting from manufacturing defects) that occurs while the Product is in the Owner's control and/or possession, unless otherwise noted in this Limited Warranty.
 - c) Extreme physical or electrical stress or interference; environmental conditions beyond the Company's control, such as man-made or naturally occurring salt air/fog, electrochemical oxidation or corrosion and/or metallic pollutants. Also not covered is normal wear and tear; inadequate, improper, or surges of electrical power; lightning, floods, fire, acts of God, war, terrorism, or other external causes, including Force Majeure.
 - d) Unauthorized modification, including installation of third-party software on the Product.
 - e) Product modification or service by anyone other than: (a) the Company, (b) a Company-authorized service provider, or (c) Customer's own installation of Company approved parts with instruction from the Company. Service to damaged or malfunctioning Product which has not been ordered or authorized by the Company's Customer Satisfaction Department is not covered under this Limited Warranty and will automatically invalidate this Limited Warranty.
 - f) Computer viruses, Trojan horses, worms, self-replicating code or like destructive code which was not included in the Product by the Company.
 - g) Products installed with known or visible manufacturing defects at the time of installation.
- 12) The Company will provide and be responsible for the cost of shipping parts from the Company to the Customer, with the exception of sign faces replaced due to vandalism. Standard shipping via the United States Postal Service or other commercial parcel delivery company is the default method of delivery. Expedited delivery is available to the Customer at his or her expense.
- 13) Warranty claims must be registered with the Company within thirty (30) days of damage or malfunction. To register a claim, the Customer must contact the Company at the location specified below and provide (a) his or her name and any other required contact information, (b) Product and purchase descriptions, and (c) the nature of the defect. The Company reserves the right (at its sole discretion) to require proof of original purchase (e.g. paid invoice, receipt) and to visit the site of the installation or to require documentation of the claim before assuming any responsibility under the provisions of this Limited Warranty.
- 14) THE LIMITED WARRANTIES SET FORTH HEREIN ARE THE ONLY WARRANTIES MADE BY THE COMPANY IN CONNECTION WITH THE PRODUCT. THE COMPANY CANNOT AND DOES NOT MAKE ANY IMPLIED OR EXPRESS WARRANTIES WITH RESPECT TO THE PRODUCT, AND DISCLAIMS ALL OTHER WARRANTIES, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THE COMPANY'S SOLE OBLIGATION UNDER THIS LIMITED WARRANTY SHALL BE TO REPAIR OR REPLACE MALFUNCTIONING OR DEFECTIVE PARTS OF THE PRODUCT. BUYER ASSUMES ALL RISK WHATSOEVER AS TO THE RESULT OF THE USE OF THE PRODUCT PURCHASED, WHETHER USED SINGULARLY OR IN COMBINATION WITH ANY OTHER PRODUCTS OR SUBSTANCES.
- 15) NO CLAIM BY BUYER OF ANY KIND, INCLUDING CLAIMS FOR INDEMNIFICATION, SHALL BE GREATER IN AMOUNT THAN THE PURCHASE PRICE OF THE PRODUCT WITH RESPECT TO WHICH DAMAGES ARE CLAIMED. IN NO EVENT SHALL COMPANY BE LIABLE TO BUYER IN TORT, CONTRACT OR OTHERWISE, FOR ANY SPECIAL, INDIRECT, INCIDENTAL, CONSEQUENTIAL, RELIANCE, PUNITIVE OR EXEMPLARY DAMAGES, OR FOR LOSS OF PROFIT, REVENUE OR USE, IN CONNECTION WITH, ARISING OUT OF, OR AS A RESULT OF, THE SALE, DELIVERY, SERVICING, USE OR LOSS OF USE OF THE PRODUCT SOLD HEREUNDER, OR FOR ANY LIABILITY THAT BUYER HAS TO ANY THIRD PARTY WITH RESPECT THERETO.
- 10-Year Parts Guarantee - Stewart Signs provides a 10-year parts guarantee for our LED signage. While hardware can change year over year, we will have available suitable hardware to allow the continued use of your signage for 10-years from the ship date of the sign. Changes in hardware include but are not limited to: visual hardware changes, software changes, or control system upgrades.

Contact Information:

Stewart Signs Customer Satisfaction
2201 Cantu Court, Suite 215
Sarasota, FL 34232
Phone: 855-841-4624
Web: www.stewartsigns.com/support/

Beyond Cellular Inc
 DBA Royal Signs & Awnings
 3425 Longhorn Dr
 Houston, TX 77084 US
 +18326991115
 accounting@royalgroupinc.com



Estimate

ADDRESS

Jennifer Lott
 Lott Companies

ESTIMATE # 6521

DATE 04/17/2026

EXPIRATION DATE 05/17/2026

PROJECT ADDRESS

204 N Main St Duncanville, TX

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Site Survey Survey for the location to verify dimensions and check mounting method.	1	350.00	350.00T
	***Price is subject to change if needed to be determined once we conduct an actual site survey.			
	Lighted Wall Sign with Frame Manufacture & Install New (1) set of face-lit LED channel hat capsule and "HATS ON !" letters, rest "Lins & Jens + tagline" as 1/2" thick painted acrylic cut out letters. Letters and capsule will be mounted on flat .080" thick white aluminum backer backed via welded angle iron frame for the inclined roof with remote power-supply housed behind, as per provided and/or approved specs. Measurement: 4ft x 4.8ft	1	6,721.00	6,721.00T
	Engineer Drawings OPTIONAL (If required) Electrical Engineering drawing will be build separately. Cost will vary between \$350 - \$750 or more in some instances. _____ Initial	1	0.00	0.00T

For estimation inquiries please reach out to lawrence@royalgroupinc.com

Payment Methods: Online, ACH, Wire Transfer and Zelle.

Royal Signs & Awnings Electrical Sign Contractor #18843
 Regulated by the Texas Department of Licensing and Regulations

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Permit Acquisition legwork to obtain permit from the city on behalf of the client.	1	250.00	250.00
	City Permit Actual permit costs - will be billed separately once its available from the city. _____ Initial	1	0.00	0.00

\$500.00 - Deposit
70% + City permit fee - Before production
Remaining balance - Before installation

SUBTOTAL
TAX
TOTAL

7,321.00
603.98
\$7,924.98

Actual permit processing costs & fees will be added on the final invoice after permits are obtained. _____ Initial

Electrical hook up to sign is NOT included and must be done by separate electrician, unless existing power is available at install location. _____ Initial

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work above as specified. Payment will be made as outlined.

Accepted by _____
Signature _____
Date _____

For estimation inquiries please reach out to lawrence@royalgroupinc.com

Payment Methods: Online, ACH, Wire Transfer and Zelle.

Royal Signs & Awnings Electrical Sign Contractor #18843
Regulated by the Texas Department of Licensing and Regulation

Client Name: _____

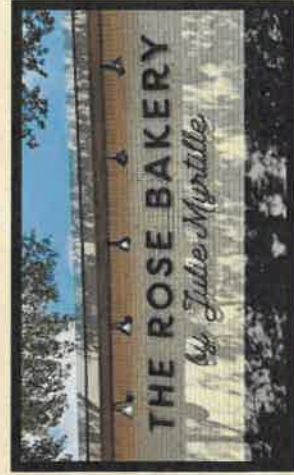
Jennifer Lott

Site Address

2047 W Main S
League City, Te



BRANDS THAT TRUST US





STAFF REPORT

MEETING: Community and Economic Development Corporation - May 18, 2026

TITLE:

CONDUCT A PUBLIC HEARING TO DISCUSS AND CONSIDER AN INCENTIVE AGREEMENT WITH PEOPLE FOLKS LLC IN THE AMOUNT UP TO \$22,742 FOR INFRASTRUCTURE AND SIGNAGE GRANTS AT 202 W. CENTER STREET, SUITE 103, DUNCANVILLE, TEXAS, 75116.

Vision Statement:

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

Pillar:

Empower Economic Opportunity:

- **Promote strategic reinvestment in commercial corridors and support small businesses.**

STAFF RESPONSIBLE:

Marcela Perez

BACKGROUND/HISTORY:

People Folks is a new multi-use, community-centered concept proposed at **202 W. Center Street, Suite 103, Duncanville, Texas**. The business is led by **Managing Partner Tim Maiden**, an 18-year Duncanville resident with over 25 years in commercial banking and extensive service to the community, and **Culinary and Creative Director Gabrielle McBay**, a nationally recognized food and culture innovator.

Together, they are establishing People Folks as a neighborhood anchor that blends **food, recreation, cultural programming, and community connection** into a single destination. It is intentionally being designed to function as a “third place” where residents can eat, play, gather, create, and build meaningful community connections.

The mission of People Folks is to:

- **Nourish the neighborhood with familiar yet elevated, scratch-made food rooted in Texas**

and global cultural influences.

- Spark active living through accessible, intergenerational recreation and structured pickleball programming.
- Champion local artists by embedding creativity into everyday operations—rotating gallery walls, pop-up artist markets, live acoustic sets, and cultural workshops.
- Build community belonging by creating a warm, expressive, inviting homebase that celebrates everyday people and enhances Downtown activation.

Project Overview

People Folks is requesting Design Incentive grant funding for the **new 1,374 sq foot coffee/café concept** to create a relaxed welcoming environment that supports community connection.

The following improvements are included:

A. INFRASTRUCTURE- New Grease Trap Installation

Required to ensure:

- Compliance with current environmental and plumbing codes
- Support of food service operations

B. SIGNAGE – New Business Signage

Necessary to support and promote new downtown coffee/café concept

Reservations and programming for the pickleball courts currently located on the property will be an extension of the new café’s operations.

Funding Request Breakdown

Grant Type	Amount Requested	Description
Infrastructure	\$39,000	Installation of grease trap for new coffee shop concept
Signage	\$6,484	Fabrication and installation of new business signage

The applicant understands that:

- DCEDC grants are reimbursement-based
- Funds are offered on a **50% matching basis**
- Full project funding must be secured by the applicant
- Grants require approval by both the DCEDC Board and City Council

Business Impact

The People Folks revenue model detailed in the supporting grant application documents present a multi-year growth trajectory supported by diversified income streams—Food &

Beverage (55-65% of revenue), Pickleball (25-35% of revenue), and Arts/Events programming (10-15% of revenue).

The following revenue projections were provided by the applicant:

- **Year 1:** ~\$308,000 annual revenue (soft launch period with ~90 customers/day)
- **Year 2:** ~\$393,000 revenue as brand awareness grows and customer volume increases
- **Year 3:** ~\$461,000 revenue with ~135 daily customers, reflecting operational stability
- **Year 4:** ~\$547,000 revenue as the business becomes a recognized neighborhood hub
- **Year 5:** ~\$615,000 revenue at full maturity (~180 customers/day)

Based on the business' projected taxable sales, the City of Duncanville's 2% sales tax collection is expected to grow as follows:

- **Year 1:** \$6,160
- **Year 2:** \$7,860
- **Year 3:** \$9,220
- **Year 4:** \$10,940
- **Year 5:** \$12,300

Employment Impact

- New Jobs Created: 15 positions
- 50% expected to be Duncanville residents

Community Impact

The People Folks project is expected to deliver significant community benefits by activating Downtown Duncanville with consistent, multi-use activity across food, recreation, and cultural programming.

The concept proposes to enhance cultural vitality by providing regular opportunities for local artists, musicians, and makers to showcase their work through gallery rotations, markets, performances, and creative events integrated into the café's daily environment.

Intergenerational recreation through boutique pickleball courts and windows of free-play for the public encourage active living and community bonding.

Additionally, the project offers educational potential through partnerships with local schools, nonprofits, and youth organizations, creating space for mentorships, student showcases, and community-centered programming.

POLICY EXPLANATION:

Staff Recommendation

Staff finds that the project meets the General Participation Requirements for DCEDC funding, except for: "have been at the current location for a minimum of one (1) year, or

for new businesses that have been in business outside the city limits for a minimum of three (3) years.”

Staff recommends **approval of the 50% matching** Infrastructure and Signage Grant requests **in the amount of \$22,742.00 to People Folks, LLC**, subject to final City Council approval and all standard DCEDC incentive grant requirements, including:

- Completion of all improvements in compliance with City codes and inspections
- Submission of detailed invoices and proof of payment
- Completion within six months of City Council approval
- Progress updates if work extends beyond six months

FUNDING SOURCE:

ORG and Object Number

12051000-708501

Available Budget	Purchase Amount	After Encumber
\$528,388.50	\$22,742.00	\$505,646.50

ACTION ALTERNATIVES:

ATTACHMENTS:

People Folks_Initial Incentive Grant application, People Folks Business and Marketing Plan, People Folks Site plans, Exterior photo of current location, Grease Trap Quotes, Sign Quotes, People Folks sign rendering

Survey Form Response

Survey Name: Survey Form Response

1. Business Name

NEI Development LLC dba Old Rail Station

2. Please list the business address:

202 W Center St, 202 West Center Street, Duncanville, Texas, United States, 75116

3. Please list the name and address of the property owner or management company, if applicable:

Tim Maiden

4. Please share the main contact for this project:

Name: Tim Maiden , Title: Managing Partner
Roles: Main Contact
Contact Details: tim@twowins.org, 9723390360

5. Please select your business ownership type:

LLC

6. Please list the year your business was started:

2005

7. Please upload your business plan:

old_rail_station_edc_section_mcbay_visitors_events.pdf
old_rail_station_edc_presentation.pdf

8. Please upload your marketing plan:

PeopleFolks.pdf

9. Please upload a copy of the business' Texas Sales and Use Tax Certificate:

State Filing on NEI Development -LLC.pdf

10. Please describe your project:

Old Rail Station offers community, culture, and connection. Our family-friendly station will feature eateries, outdoor patios, pickleball, cultural performances, and special community events. An unique, indoor/outdoor community-oriented space that includes a casual dining concept, arts activation, private events, pickleball courts and green space for yard games or outdoor lounging.

Offers indoor and outdoor adaptable space for public and private parties and to hosts an impressive schedule of events including arts & culture, charitable fundraisers, pickleball tournaments and more.

11. Please upload any renderings, conceptual drawings, or samples of projects:

1920x0.jpeg

StandardServiceRestaurant-1030x687.jpeg

IMG_1929.jpg

12. Please provide the current real value of your property (if applicable):

13. Please list your business' current sales / gross receipts / revenue generated:

0

14. Please list additional revenue to be generated as a result of the project:

Private events, pickleball tournament, community related fundraiser

15. Please list your business' sales growth expectations (Year one, Year two, Year three):

Year 1 - \$400,000 Year 2 - \$505,000 Year 3 -\$625,000

16. Please list the total investment to your property (Interior investment \$, Exterior Investment \$)

\$209,250

17. Are you entering into a loan for your business or project?

Yes

18. IF YES, please provide your loan amount:

1,319,000 USD

19. IF YES, please provide your down payment amount:

571,750 USD

20. IF YES, please provide the total construction price of improvements or the property:

1,030,097 USD

21. IF YES, please provide information the lending institution (name, address, contact person):

22. Please list the total number of jobs that will be added because of this project:

15

23. Please provide the business' total annual payroll:

155,797 USD

24. Please describe the types of jobs that will be created as a result of this project:

25. What percent of your employees are or will be Duncanville residents?

50%

26. Please list the number of current full-time and number of part-time employees (_FT _PT):

5_FT 10_PT

27. Please provide an Executive Summary about the business and owner (how were you established, what makes your story unique, what is your community involvement):

Project is an opportunity to curate a casual neighborhood eatery and social place, located at the Old Rail Station compound, built around three pillars: good food, joyful play, and creative community. The concept blends an all day menu, a boutique pickleball experience, and an arts driven gathering space to create a multi use destination where families, local professionals, and creatives gather to eat, move, connect, and belong. To nourish the neighborhood with good food, spark active living, and champion local artists by building an inclusive, multi use homebase that honors the people who give a community its heartbeat. Tim Maiden - is the Managing Partner of Old Rail Station. He has been a resident of Duncanville for more than 18 years and had the privilege of serving the community in multiple capacities, including on the Comprehensive Planning Committee, the Bond Committee, as former Chair of the Duncanville Chamber of Commerce, and currently as Treasurer for Duncanville Outreach Ministry and Village Tech Schools. abrielle McBay is a culinary innovator, creative producer, and hospitality developer with more than 15 years of experience shaping food, culture, and community across the country. As the founder of Good Taste, she has built a national reputation for curating experiences that feel soulful, intentional, and culturally resonant. Her work spans operational partnerships, concept and recipe development, menu engineering, creative direction, production, and experiential design, with

collaborations that include Instagram, Uber, Netflix, Nike, American Airlines, Neiman Marcus, and the Dallas Mavericks.

A lifelong entrepreneur, Gabrielle launched her first food business as a teenager and has been recognized by Forbes, Black Enterprise, and the New York Times for her leadership and innovation. She is a Texas Christian University alum with a background in entrepreneurship, marketing, and food management, and has been honored by the City of DeSoto with a proclamation of “Gabrielle McBay Day” for her contributions to local culture and business.

Gabrielle brings her expertise in community-centered business design to create a neighborhood hub that blends good food, active living, and local arts. Her vision is to build a space that strengthens the local economy, supports creative talent, and offers residents a welcoming place to gather—reflecting her long-standing commitment to using food and culture as tools for connection, opportunity, and neighborhood vitality.

28. What is the total amount you are requesting for your project?

78,230 USD

29. Please upload 3 bids or quotes for your project:

CFS - Cliff Freeney Bid .pdf

30. Please upload photos of the current project area:

IMG_5946 2.jpg

IMG_5400.jpg

IMG_3702.jpg

image7.jpeg

31. Does your project and business comply with the GENERAL PARTICIPATION REQUIREMENTS provided in the grant guidelines?

Yes

32. Do you understand the GRANTEE RESPONSIBILITIES provided in the grant guidelines?

No

33. Do you agree and understand that: *All grants are reimbursement based *All applicants must have the ability to fully fund the entire project *All grants are awarded on a matching basis (50% of the responsibility will remain with the applicant):

Yes

34. Do you understand that the DCEDC may award up to 50% of the project cost, however, the final award may be less:

Yes

35. Do you understand that the City of Duncanville, nor the Duncanville Community and Economic Development Corporation (DCEDC), is under any obligation to provide a grant or agreement to any applicant?

Yes

36. I hereby certify that, to the best of my knowledge, all information submitted in the above application and all attachments are correct and accurate. I understand that by completing this application, I am making a formal request to receive an economic development grant for our company that is contingent based upon the acceptance/approval of the DCEDC Board and Duncanville City Council. I understand that the project workmanship must be approved by the City before grant money can be disbursed. Additionally, I understand that incentive or grant money is traditionally paid at the completion of the project as a reimbursement and that in order to be eligible for any type of DCEDC funding, a request must be made prior to the commencement of the project. I also understand that the review and approval process will take a minimum of six (6) months and that it is my responsibility to ensure that our project meets all City ordinances and/or requirements. I understand that all completed work is required to be reviewed and inspected by the Building Official or their designee. I also understand that the approval of an incentive or grant is effective for one year from the date of City Council approval, and the project and request for disbursement of the grant funds must be made prior to the one-year approval anniversary unless otherwise approved through corrective action. In addition, if the project is not completed within six months of the City Council approval date, I will be required to present an update to the DCEDC Board at their next regular meeting.

AGREEMENT

37. Please print name (Business Owner or Authorized Representative):

Tim Maiden, Managing Partner

38. Please provide the application date:

2026-03-10



PEOPLE FOLKS

ART. PLAY. CONNECT. DINE

PRESENTED BY :

Tim Maiden
Gabrielle McBay

PRESENTED TO :

Duncanville EDC

2026

PITCH

DECK

CONCEPT OVERVIEW

PEOPLE FOLKS is a casual neighborhood cafe and social place, located at the Old Rail Station compound, built around three pillars: good food, joyful play, and creative community. The concept blends a day-time menu, a boutique pickleball experience, and an arts-driven gathering space to create a multi-use destination where families, local professionals, and creatives gather to eat, move, connect, and belong.

PEOPLE FOLKS is designed as a “third place” in Duncanville’s historic downtown — not home, not work, but the space where community and retreat happens. The brand celebrates everyday people, authentic flavor, and the emerging creative energy of the neighborhood. It’s approachable, nostalgic, and future-forward all at once.

PEOPLE FOLKS is designed to be a local anchor: a place where you can grab breakfast, play a match, attend a pop-up market or artist gallery, hear a local band, or meet your neighbors over a plate of something good.

VISION

To become a loved neighborhood gathering place in the city—where food, play, and community come together to create joy, belonging, and economic opportunity.

MISSION

To nourish the neighborhood with good food, spark active living, and champion local artists by building an inclusive, multi-use homebase that honors the people who give a community its heartbeat.

The objective for hosting live events, gallery showings, and creative sessions at **PEOPLE FOLKS** is to make the space feel like the cultural heartbeat of Duncanville—a place where food, art, and community gather under one roof and feed each other. The goal is not just to display art or host events, but to build a living, breathing ecosystem where creativity is part of the daily rhythm of the diner.

Guests can eat breakfast next to a rotating gallery wall, sip coffee during a live acoustic set, or stumble into a pop-up market on a Sunday afternoon. Art becomes part of the atmosphere, not a separate experience.

This approach makes the diner feel like a neighborhood studio—warm, expressive, and always changing.

OWNED & OPERATED BY LOCAL FOLKS



Tim Maiden is a 18-year resident of Duncanville and functions as a investment partner in the PEOPLE FOLKS concept. Tim has over 25 years of commercial banking experience and a long-time adjunct professor at UNT Dallas.

Over the past decade, Tim has played an instrumental role in guiding several financial institutions expansion efforts in historical under resourced communities by building high-performing business banking teams, and driving community engagement initiatives.

His commitment to community extends beyond banking—he currently serves on the boards of the Maiden Foundation, Goodwill Industries of Dallas, UNT Dallas Business School Advisory Committee, Duncanville Outreach Ministry, and Treasurer for Village Tech Schools.

In addition, Tim served on Duncanville’s Comprehensive Plan 2040 Steering Committee and Bond Committee in 2016. Tim graduated from Leadership Southwest in 2015 and Leadership Dallas in 2017. During this same time, Tim received the 2017 Chairman Award from the Duncanville Chamber of Commerce and was recognized by the Dallas Business Journal twice.

Tim received a Bachelor of Arts and Master of Liberal Arts degree from Texas Christian University. While at TCU, Tim Maiden lettered four years on nationally ranked football teams.

Gabrielle McBay is a culinary innovator, creative producer, and hospitality developer with more than 15 years of experience shaping food, culture, and community across the country. As the founder of Good Taste, she has built a national reputation for curating experiences that feel soulful, intentional, and culturally resonant. Her work spans operational partnerships, concept and recipe development, menu engineering, creative direction, production, and experiential design, with collaborations that include Instagram, Uber, Netflix, Nike, American Airlines, Neiman Marcus, and the Dallas Mavericks.

A lifelong entrepreneur, Gabrielle launched her first food business as a teenager and has been recognized by Forbes, Black Enterprise, and the New York Times for her leadership and innovation. She is a Texas Christian University alum with a background in entrepreneurship, marketing, and food management, and has been honored by the City of DeSoto with a proclamation of “Gabrielle McBay Day” for her contributions to local culture and business.

With PEOPLE FOLKS, Gabrielle brings her expertise in community-centered business design to create a neighborhood hub that blends good food, active living, and local arts. Her vision is to build a space that strengthens the local economy, supports creative talent, and offers residents a welcoming place to gather—reflecting her long-standing commitment to using food and culture as tools for connection, opportunity, and neighborhood vitality.

OUR ADVANTAGES

THE PROBLEM

Neighborhoods often lack multi-use spaces that combine:

- Creates a coffee shop in downtown Duncanville
- Affordable, high-quality coffee and culinary food
- Accessible recreation
- Cultural programming
- Safe, intergenerational gathering

Pickleball is booming, but most courts lack hospitality and community culture. Restaurants are plentiful, but few integrate movement or the arts. Creative and artist communities need more inclusive, paid opportunities to showcase their work and new projects.

SOLUTION

PEOPLE FOLKS merges three high-demand experiences into one sustainable model:

- A casual neighborhood eatery with high-margin comfort food
- Pickleball courts with flexible pricing and programming
- A creative community hub with built-in revenue opportunities for artists and the business

This creates a destination that is active **all day, all week, and all year.**

WHY THIS WORKS (EDC PERSPECTIVE)

- Economic Development: Creates jobs across hospitality, recreation, and the arts.
- Community Health: Encourages movement, social connection, and intergenerational play.
- Cultural Vitality: Provides paid opportunities for local artists and creatives.
- Neighborhood Activation: Increases foot traffic and supports surrounding businesses.
- Tourism Appeal: Pickleball + food + culture is a unique regional draw.

COMPETITIVE ADVANTAGE

- The only concept blending diner comfort, pickleball recreation, and arts programming under one brand.
- Designed for all ages, not just athletes.
- Built with cultural and community resonance, not generic sports branding.
- Flexible revenue model that thrives during mornings, afternoons, evenings, and weekends.

CONCEPTUAL DESIGN



- New downtown coffee /cafe concept
- Enclosed with large windows
- Exposed ceiling, creating a rustic charm with a relaxed, welcoming environment
- Comfortable seating with a mix of small tables and cozy corners
- Atmosphere with a friendly, familiar energy
- Community connection. More than coffee service



MARKET OPPORTUNITY

THE DEMAND FOR CASUAL, NOSTALGIC DINING IS RISING

Neighborhood diners and all-day cafés have seen a resurgence nationwide because they offer comfort, familiarity, and affordability. In suburban and small-city markets, these spaces often become the “third place” people rely on. Duncanville currently has limited options in this category, especially ones that feel modern, culturally resonant, and community-centered.

PICKLEBALL IS ONE OF THE FASTEST-GROWING RECREATIONAL ACTIVITIES IN THE U.S.

Pickleball participation has exploded across all age groups, especially in suburban communities. The sport’s appeal—low barrier to entry, social, intergenerational—aligns perfectly with Duncanville’s demographics. PEOPLE FOLKS fills a unique gap by pairing movement + comfort food + culture, which broadens the audience beyond athletes.

ARTS AND CULTURE ARE UNDERREPRESENTED BUT DESIRED

Duncanville, DeSoto, Cedar Hill, and Lancaster have strong creative communities but limited venues that consistently showcase local talent. Residents often travel to Dallas for gallery nights, live music, or creative workshops. This creates a clear opportunity: a consistent, accessible cultural hub; a place where artists can show, sell, and perform; a venue that feels safe, welcoming, and community-driven

By integrating art into the daily rhythm of the diner—not just special events—you create a cultural anchor that doesn’t currently exist in the area.

The combined model creates a destination, not just a restaurant
The real market opportunity is in the hybrid nature of the concept. Each pillar strengthens the others: Food brings people in regularly. Pickleball brings people in socially. Art brings people in culturally.
Together, they create: All-day activation, Multi-generational appeal, Repeat visitation, Strong word-of-mouth, A reason for tourists to stop in Duncanville. This is how PEOPLE FOLKS becomes a landmark rather than a single-use business.

FOOD EXPERIENCE

ABOUT THE MENU

SCRATCH MADE KITCHEN

The heart of the menu is familiar: homestyle pancakes, breakfast combos, high quality burgers, sandwiches, plates, and snacks that people recognize instantly. But each dish carries a small twist—an herb, a spice, a sauce, a texture—that makes it unmistakably delicious. The goal is to evoke the warmth and small town feel of a diner /eatery while honoring the flavors and stories that shape Dallas’ community.

These are dishes that feel like childhood favorites, Sunday plates, after-school snacks, and family traditions—translated into an all-day neighborhood kitchen.

EVERYDAY PEOPLE

The food will feel like Texas with global inspo: local, authentic, soulful, diverse, and prioritized in community. That means:

- Rotating specials inspired by local artists
- Seasonal dishes tied to neighborhood stories
- Plates that honor Texas, West Coast, and African diaspora influences
- A balance of indulgent favorites and wellness-curious options

This keeps the menu grounded in place, not trend.

DESTINATION FOLKS

Tourists don’t just travel for “good food”—they travel for memorable experiences. The menu vision includes:

- A few iconic items people talk about
- A brunch dish that becomes a must-try
- A dessert that photographs beautifully
- A plate that locals claim as “the Duncanville classic”

These become the anchors of your brand and the reason **PEOPLE FOLKS** shows up on “best of” lists.

MENU

FOOD

Brunch Pie
The People's Hotcakes
Breakfast Burrito of Champions
Seasonal Grain Bowl
The Folks SmashBurger
Turkey Club PLT
Fajita Veggie Wrap
Flight of Wings
Caesar Pasta Salad

Grab & Go

Protein Snack Box
Seasonal Chia Pudding
Overnight Oats & Yogurt Parfaits

BEVERAGES

Cold Water on Tap
Local Kombuchas
Seasonal Lemonades
Beer | Wine | Rose
Coffee and Cold Brew

SIDES

Cacio E Pepe Fries
Southern Potato Salad
Black Pep Honey Brussels
Sticky Shishitos

WEEKENDS ONLY

Chicken in Waffles
Seafood Brioche Roll
Sloppy Joe Grilled Cheese

MERCH

PEOPLE FOLKS Shirt
PEOPLE FOLKS Jersey
Branded Pickle Paddle
PEOPLE FOLKS Bucket Hat

MONETIZATION

REVENUE MODEL OVERVIEW

how we will operate

PEOPLE FOLKS operates on a three-pillar revenue engine:

- Food & Beverage (55–65% of revenue)
- Pickleball Courts & Programming (25–35%)
- Arts, Events & Community Partnerships (10–15%)

This mix keeps the business active from morning to night, weekday to weekend, and across seasons.

Ideal Non-Peak Windows for Free Play

These windows reflect typical pickleball demand patterns, plus the rhythm of a neighborhood..

THIS PRICING MODEL ACHIEVES:

- Keeps **PEOPLE FOLKS** approachable for a small neighborhood
- Encourages repeat visits and community loyalty
- Balances free play with strong paid windows
- Mirrors a proven, high-frequency recreational model
- Aligns with your smaller dining room by driving traffic all day

WEEKLY SCHEDULE

Weekdays

7:00 AM – 10:00 AM

- Early morning is lightly used. Free play here encourages retirees, remote workers, and parents after school drop-off.

2:00 PM – 5:00 PM

- This is the sweet spot for free play. Courts are usually empty, and offering free access drives café sales (coffee, snacks, late lunch).

Avoid free play on weekdays:

- 10 AM – 2 PM (midday paid rentals + lunch traffic)
- 5 PM – 9 PM (peak paid rentals, leagues, lessons)

Weekends

8:00 AM – 10:00 AM

- A gentle, community-building window before brunch and paid play ramps up.

3:00 PM – 5:00 PM

- A softer period between brunch and evening leagues.

Avoid free play on weekends:

- 10 AM – 3 PM (brunch + paid court demand)
- 5 PM – 9 PM (peak rentals, tournaments, events)

FREE PLAY

- Build a consistent community rhythm
- Drive café sales during slow hours
- Introduce new players to the space
- Convert casual players into members
- Support artists and creatives by pairing free play with cultural programming

High-Impact Free Play Formats

These formats make free play feel intentional, not like “empty court time.”

- “Folks Free Play Mornings” – 7–10 AM weekdays
- “Community Courts” – 2–5 PM weekdays with café specials
- “Artist Hours” – free play during live art demos or pop-ups

How Free Play Supports Your Financial Model

- Increases average café spend during slow hours
- Boosts membership sign-ups (“free play is great, but members get priority”)
- Creates predictable foot traffic for artists and vendors
- Strengthens brand loyalty in a small neighborhood
- Helps fill the gap between F&B and pickleball revenue

MARKET STRATEGY

SOCIAL MEDIA

Social Media

Focus on Instagram, TikTok, and Facebook for local reach.

- Food photography with warm, nostalgic tones
- Behind-the-scenes kitchen content
- Artist spotlights
- Pickleball highlights
- Event recaps
- Community storytelling

Your personal brand amplifies this naturally.

PROGRAMMING

Events are your most powerful marketing tool.

- Monthly gallery nights
- Brunch festivals
- Family free play mornings
- Holiday markets
- Artist brunches
- Cookbook pop-ups

Each event becomes content, community building, and revenue.

LOCAL PR & PRESS

Local PR + Press

Pitch stories to:

- Dallas Morning News
- D Magazine
- Eater Dallas
- Local TV morning shows
- Best Southwest community papers

MERCH & RETAIL

Merch turns PEOPLE FOLKS into a brand people can wear and gift.

- T-shirts, hats, mugs
- “Good Folks Eat Here” merch
- Local artist collabs
- Pickleball paddles + accessories
- Seasonal drops

Merch also boosts tourism appeal.

COMMUNITY PARTNERSHIPS

Build relationships that deepen roots and expand reach.

- Duncanville ISD
- Local churches
- Small businesses
- City of Duncanville cultural programs
- Local artists and makers
- Real estate developers

Host collaborative events, fundraisers, and pop-ups.

EMAIL & SMS

Build a list from day one.

- Weekly specials
- Event announcements
- Membership perks
- Artist features
- Seasonal menus
-

This becomes your most reliable conversion channel.

BUDGET

BUILD OUT

Basic build-out (floors, paint, lighting): \$35,000 - \$70,000

Plumbing upgrades (incl. grease trap install): \$15,000 - \$40,000

Electrical (espresso machines, kitchen load): \$10,000 - \$25,000

HVAC adjustments: \$5,000 - \$15,000

Permits, architect, inspections: \$5,000 - \$15,000

Subtotal: \$70,000 - \$165,000

EQUIPMENT

Espresso machine (e.g., La Marzocco Linea Classic): \$12,000 - \$18,000

Grinders (2 units, e.g., Mazzer Super Jolly grinder): \$2,000 - \$4,000

Drip brewer (e.g., Bunn Velocity Brew): \$800 - \$2,000

Refrigeration (undercounter + reach-in): \$5,000 - \$12,000

Ice machine: \$2,500 - \$6,000

Dishwasher (commercial, required with grease trap use): \$3,000 - \$8,000

Smallwares (pitchers, tampers, blenders, etc.): \$3,000 - \$7,000

Light kitchen (since grease trap implies food):

Panini press / griddle / oven: \$3,000 - \$10,000

Prep tables & sinks: \$3,000 - \$8,000

Subtotal: \$35,000 - \$75,000

OPERATION MODEL

TEAM:

1 MANAGER
3-5 BARISTAS

HOURS:

7:00 AM – 5:00 PM

FOCUS:

SPEED + QUALITY
CONSISTENT CUSTOMER EXPERIENCE

MONTHLY EXPENSES (EST.):

- RENT: \$3K – \$6K
- PAYROLL: \$10K – \$20K
- UTILITIES + SUPPLIES: \$3K – \$6K
-

BREAK-EVEN GOAL:

~150-250 TRANSACTIONS/DAY

THE EXPERIENCE

WE COMBINE:

- SPECIALTY COFFEE
- ELEVATED CASUAL DINING
- CREATIVE + SOCIAL EXPERIENCES
-

MOST CAFÉS SELL COFFEE.

PEOPLE FOLKS SELLS BELONGING.

- LONGER CUSTOMER STAYS
- HIGHER REPEAT VISITS
- STRONG WORD-OF-MOUTH GROWTH

TARGET MARKET

- REMOTE WORKERS + CREATIVES
- YOUNG PROFESSIONALS
- FAMILIES + LOCAL COMMUNITY

REVENUE PROJECTIONS

YEAR 1 – SOFT LAUNCH REALITY

- ~90 CUSTOMERS/DAY
- DAILY REVENUE: ~\$855
- ANNUAL REVENUE: ~\$308,000

☞ THIS IS A VERY REAL FIRST-YEAR NUMBER FOR A NEW CAFÉ IN A SMALLER MARKET.

YEAR 2 – AWARENESS BUILDS

- ~115 CUSTOMERS/DAY
- ANNUAL REVENUE: ~\$393,000
-

YEAR 3 – STABILITY

- ~135 CUSTOMERS/DAY
- ANNUAL REVENUE: ~\$461,000
-

YEAR 4 – STRONG LOCAL PRESENCE

- ~160 CUSTOMERS/DAY
- ANNUAL REVENUE: ~\$547,000
-

YEAR 5 – MATURE CAFÉ

- ~180 CUSTOMERS/DAY
- ANNUAL REVENUE: ~\$615,000

TAX REVENUES

Year	Revenue	City Tax (2%)	Total Tax Collected (8.25%)
Year 1	\$308,000	**\$6,160**	\$25,410
Year 2	\$393,000	**\$7,860**	\$32,423
Year 3	\$461,000	**\$9,220**	\$38,033
Year 4	\$547,000	**\$10,940**	\$45,128
Year 5	\$615,000	**\$12,300**	\$50,738

PROPOSED BIDS

Plumbing	Amount	Signage	Amount
Elite Plumbing	\$45,950	Fast Signs	\$9,498
Concept Facility Services	\$51,750	Signs Manufacturing	\$9,335
Sierra Services **	\$39,000	Signs Express **	\$6,484

THANK

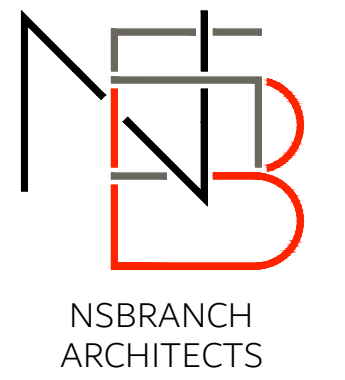
YOU

YOU

WEBSITE
gabriellemcbay.com

EMAIL
info@gabriellemcbay.com

ADDRESS
DAL | LA | CHI



1920 MCKINNEY AVE STE 700
DALLAS, TX 75201
WWW.NSBRARCH.COM
FIRM REG. NO. BR-3247



PROJECT DESCRIPTION:
COMMERCIAL
SINGLE STORY, 1,374 SF
INTERIOR REMODEL

COFFEE SHOP 202 W. CENTER ST. SUITE 103 DUNCANVILLE, TX 75116 INTERIOR REMODEL

DO NOT REPRODUCE: THESE DOCUMENTS CONTAIN CONFIDENTIAL INFORMATION, IS AN INSTRUMENT OF A PROFESSIONAL SERVICE AND THE PROPERTY OF THE ARCHITECT. IT SHALL NOT BE USED ON OTHER PROJECTS OR FOR THE EXTENSION OF THIS PROJECT WITHOUT THE ARCHITECT'S WRITTEN APPROVAL. THE USE OF ELECTRONIC FILES FOR REPRODUCTIONS OF THESE CONTRACT DOCUMENTS BY ANY ENTITY SHALL NOT BE PERMITTED.
NSBRANCH ARCHITECTS, LLC AND THE ENGINEERS SHALL BE DEEMED THE AUTHORS AND OWNERS OF THE INSTRUMENTS OF SERVICE, INCLUDING THE DRAWINGS AND SPECIFICATIONS AND SHALL RETAIN ALL COMMON LAW, STATUTORY RIGHTS INCLUDING COPYRIGHT.



PROJECT VICINITY MAP

NE DEVELOPMENT
202 W. CENTER ST. SUITE 103
COFFEE SHOP
DUNCANVILLE, TX 75116

GENERAL PROJECT NOTES

- THE CONTRACTOR/OWNER SHALL PERFORM THE WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS
- CONTRACTOR/OWNER TO NOTIFY ARCHITECT OF ANY DISCREPANCIES WITH DRAWINGS AND SCOPE OF WORK PRIOR TO PROCEEDING WITH THE WORK
- DO NOT SCALE DRAWINGS. DIMENSIONS GOVERN. LARGE SCALE DETAILS GOVERN OVER SMALL SCALE DETAILS
- GENERAL CONTRACTOR SHALL SECURE AND PROTECT PROJECT SITE FROM PUBLIC
- THE CONTRACTOR/OWNER SHALL OBTAIN AND PAY FOR ALL PERMITS, INSPECTION FEES AND DEPOSITS REQUIRED FOR THE PERFORMANCE OF ALL WORK. IT SHALL BE THE CONTRACTOR'S/OWNER'S RESPONSIBILITY TO OBTAIN INSPECTIONS AND APPROVALS FROM AUTHORITY HAVING JURISDICTION
- THE CONTRACTOR/OWNER SHALL GIVE NOTICES AND COMPLY WITH ALL LAWS, ORDINANCES, RULES, REGULATIONS AND LAWFUL ORDERS OF THE PUBLIC AUTHORITY BEARING PERFORMANCE OF THE WORK
- CONTRACTOR/OWNER TO SUPPLY REQUIRED SPRINKLER PLANS TO BE APPROVED BY LOCAL FIRE MARSHALL, INSURANCE COMPANIES AND ARCHITECT/ENGINEER OF RECORD
- DRAWINGS AND SPECIFICATIONS REPRESENT FINISHED DESIGN INTENT. THEY DO NOT INDICATE MEANS AND METHODS OF CONSTRUCTION. OBSERVATION VISITS TO THE SITE BY ARCHITECT OR ENGINEER SHALL NOT BE DEEMED OR QUALIFY AS INSPECTIONS OF THE WORK
- ALL WOOD BLOCKING SHALL BE FIRE RETARDANT. ALL WOOD IN CONTACT WITH MASONRY OR CONCRETE TO BE WEATHER RESISTANT TREATED
- ALL HOLES OR DAMAGE TO CONCRETE FLOOR SLAB CAUSED BY PERFORMANCE OF THE WORK SHALL BE CLEANED AND PATCHED
- SIGNAGE IS NOT IN CONTRACT AND SHALL BE ISSUED UNDER SEPARATE PERMIT
- CONTRACTOR/OWNER TO COORDINATE POWER REQUIREMENTS WITH ELECTRICAL SERVICE PROVIDER/LANDLORD PRIOR TO START OF THE WORK
- ARCHITECTS/ENGINEERS DO NOT PROVIDE MATERIAL OR QUANTITY TAKE-OFFS OR ESTIMATING SERVICES OF ANY KIND. IT IS THE RESPONSIBILITY OF THE CONTRACTOR/OWNER TO CONFIRM NECESSARY QUANTITIES TO PERFORM THE WORK
- CONTRACTORS TO PROVIDE OWNER WITH SAMPLES AND SHOP DRAWINGS FOR COORDINATION OF THE WORK. SHOP DRAWINGS SHALL INCLUDE DIMENSIONS, DETAILS AND ADJACENT CONSTRUCTION OF RELATED WORK
- CONTRACTORS TO PROVIDE OWNER WITH RFI (REQUEST FOR INFORMATION) AS NEEDED FOR DIRECTION OF THE DESIGN INTENT OF THE CONTRACT DRAWINGS. RFIS SHALL BE ON CONTRACTOR'S/OWNER'S LETTERHEAD AND INCLUDE PROJECT NAME, PROJECT NUMBER, RFI NUMBER AND SUBJECT, FIELD MEASUREMENTS AND DRAWINGS SHEET REFERENCE
- THIRD PARTY TESTS AND INSPECTIONS REPORTS WILL BE REQUESTED BY ARCHITECT FROM CONTRACTOR/OWNER PER BUILDING CODE REQUIREMENTS AS RELATED TO THE SCOPE OF THE WORK
- CONTRACTOR/OWNER TO PREPARE RECORD DRAWINGS WHERE PERFORMANCE OF THE WORK DEVIATED FROM ORIGINAL CONTRACT DOCUMENTS. ARCHITECT/ENGINEERS OF RECORD ARE NOT RESPONSIBLE FOR AS-BUILT RECORD DRAWINGS
- IF THE CONTRACTOR/OWNER PERFORMS WORK KNOWING IT TO BE CONTRARY TO APPLICABLE LAWS, STATUTES, ORDINANCES, CODES, RULES AND REGULATIONS OR LAWFUL ORDERS OF PUBLIC AUTHORITIES, THE CONTRACTOR/OWNER SHALL ASSUME LIABILITY FOR SUCH WORK AND SHALL BE RESPONSIBLE FOR THE COSTS ATTRIBUTABLE TO CORRECTION
- IF A PORTION OF THE WORK HAS BEEN COVERED THAT HAS NOT BEEN EXAMINED AND IS REQUIRED TO BE OBSERVED BY THE AUTHORITY HAVING JURISDICTION, OWNERS AFFILIATES OF CONTRACTORS PERFORMING THE WORK, IT MUST, IF REQUESTED BY THE PROFESSIONALS OF RECORD BE UNCOVERED AT THE CONTRACTOR'S/OWNER'S EXPENSE
- CONTRACTORS/OWNERS TO COORDINATE SCHEDULE FOR INSTALLATION OF VARIOUS EQUIPMENT AND SYSTEMS
- ALL WORK TO BE DONE IN A PROFESSIONAL WORKMANLIKE MANNER AND IN ACCORDANCE WITH STATE AND LOCAL CODES
- CONTRACTOR/OWNER TO ACQUIRE DESIGN AND INSTALLATION OF ALL LOW VOLTAGE SYSTEMS, INCLUDING TELECOMMUNICATIONS, DATA AND SECURITY
- CONTRACTOR/OWNER TO VERIFY MOUNTING REQUIREMENTS OF ELECTRICAL, DATA OTHER LOW VOLTAGE MISCELLANEOUS EQUIPMENT

DELEGATED DESIGN

DEFERRED SUBMITTALS, DESIGN WORK OF PRODUCTS, EQUIPMENT, MATERIALS AND ELEMENTS LISTED ARE PRESCRIBED BY ARCHITECT AND ENGINEER OF RECORD AS CONTRACTOR/OWNER PROVIDED SHOP DRAWINGS AND SUBMITTALS GENERATED BY QUALIFIED PROFESSIONALS FOR REVIEW AND APPROVAL BY ARCHITECT/ENGINEERS AND OWNER

- SIGNAGE
- PAINT TO BE SELECTED BY OWNER
- DENTAL EQUIPMENT - OWNER FURNISHED CONTRACTOR INSTALLED

REFERENCE STANDARDS

- AA ALUMINUM ASSOCIATION
- AAMA ARCHITECTURAL ALUMINUM MANUFACTURERS ASSOCIATION
- AASHTO AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS
- ACI AMERICAN CONCRETE INSTITUTE
- AIA AMERICAN INSTITUTE OF ARCHITECTS
- AISC AMERICAN INSTITUTE OF STEEL CONSTRUCTION
- ANSI AMERICAN NATIONAL STANDARDS INSTITUTE
- APA AMERICAN PLYWOOD ASSOCIATION
- ASTM ASTM INTERNATIONAL
- AWI ARCHITECTURAL WOODWORK INSTITUTE
- AWS AMERICAN WELDING SOCIETY
- BHMA BUILDERS HARDWARE MANUFACTURERS ASSOCIATION
- CRSI CONCRETE REINFORCING STEEL INSTITUTE
- EPA ENVIRONMENTAL PROTECTION AGENCY
- IBC INTERNATIONAL BUILDING CODE
- NEMA NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION
- NFPA NATIONAL FIRE PROTECTION ASSOCIATION
- OSHA OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION

SHEET INDEX

ARCHITECTURAL		100% CD SET
A001	COVER SHEET	■
A101	SITE PLAN	■
A102	OVERALL FLOOR PLAN - EXISTING	■
A110	FLOOR PLAN - EXISTING	■
A111	DEMO PLAN	■
A201	FLOOR PLAN - PROPOSED	■
A202	REFLECTED CEILING PLAN	■
A203	FINISH PLAN	■
A301	INTERIOR ELEVATIONS	■
A401	WALL TYPES	■
MEP		
E101	GENERAL NOTES & SYMBOLS	■
E201	LIGHTING PLAN	■
E301	POWER PLAN	■
E401	ELEC RISER DIAGRAM & PANEL SCHEDULE	■
E501	ELECTRICAL SPECIFICATIONS	■
M101	GENERAL NOTES & SYMBOLS	■
M201	HVAC PLAN	■
M301	HVAC SCHEDULES & DETAILS	■
M401	MECHANICAL SPECIFICATIONS	■
M402	MECHANICAL SPECIFICATIONS	■
M403	MECHANICAL SPECIFICATIONS	■
P001	GENERAL NOTES & SYMBOLS	■
P101	WASTE & VENT PLAN	■
P102	DOMESTIC WATER PLAN	■
P201	PLUMBING RISER DIAGRAMS	■
P301	PLUMBING DETAILS	■

CITY OF DUNCANVILLE ADOPTED CODES

- 2015 INTERNATIONAL BUILDING CODE WITH AMENDMENTS
- 2015 INTERNATIONAL ENERGY CONSERVATION CODE WITH AMENDMENTS
- 2015 INTERNATIONAL MECHANICAL CODE
- 2015 INTERNATIONAL PLUMBING CODE
- 2015 INTERNATIONAL FIRE CODE
- 2014 NATIONAL ELECTRICAL CODE
 - A. CONSTRUCTION TYPE: EXISTING BUILDING IIB
 - B. SQUARE FOOTAGE: 12,000 SF (EXISTING OVERALL)
 - C. FIRE SUPPRESSION SYSTEM - UNSPRINKLERED
 - D. NUMBER OF STORIES: 1 (EXISTING)
 - E. OCCUPANCY CLASSIFICATION: BUSINESS: GROUP B, COFFEE SHOP

CODE ANALYSIS

- A. OCCUPANCY CLASSIFICATION AND USE: BUSINESS - B, COFFEE SHOP
- B. OVERALL AREA: 1,374 SF
- C. TYPE OF CONSTRUCTION: TYPE IIB - EXISTING, UNSPRINKLERED
- D. OCCUPANCY SEPARATION REQUIRED: 1 HOUR RATED CONSTRUCTION
- E. INTERIOR CONSTRUCTION TYPE: IIB - NON-COMBUSTIBLE CONSTRUCTION
- F. INTERIOR FINISHES: ROOMS AND SPACES - CLASS B FLAMESPREAD RATING

ARCHITECT

NSBRANCH ARCHITECTS
1920 MCKINNEY AVE STE 700
DALLAS, TX 75201

CONTACT: NICOLAS S. BRANCH, AIA,
NCARB, LEED AP BD+C
EMAIL: NICOLAS@NSBRARCH.COM
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DEVELOPER

OLD RAIL DEVELOPMENT
202 W. CENTER ST.
DUNCANVILLE, TX 75116

TIM MAIDEN
EMAIL: TIM@TWOVINS.ORG
PH: 972-339-0360

MEP

E-W ASSOCIATES
MEP CONSULTING ENGINEERS
275 TEALWOOD DR
COPPELL, TX 75019

CONTACT: TIM WON, PE
EMAIL: TIMWON@EWAMEP.COM
PH: 214-729-6696

OWNER

OLD RAIL DEVELOPMENT
202 W. CENTER ST.
DUNCANVILLE, TX 75116

TIM MAIDEN
EMAIL: TIM@TWOVINS.ORG
PH: 972-339-0360

PROJECT NO. 2024.311

REV	DESCRIPTION	DATE

ISSUE

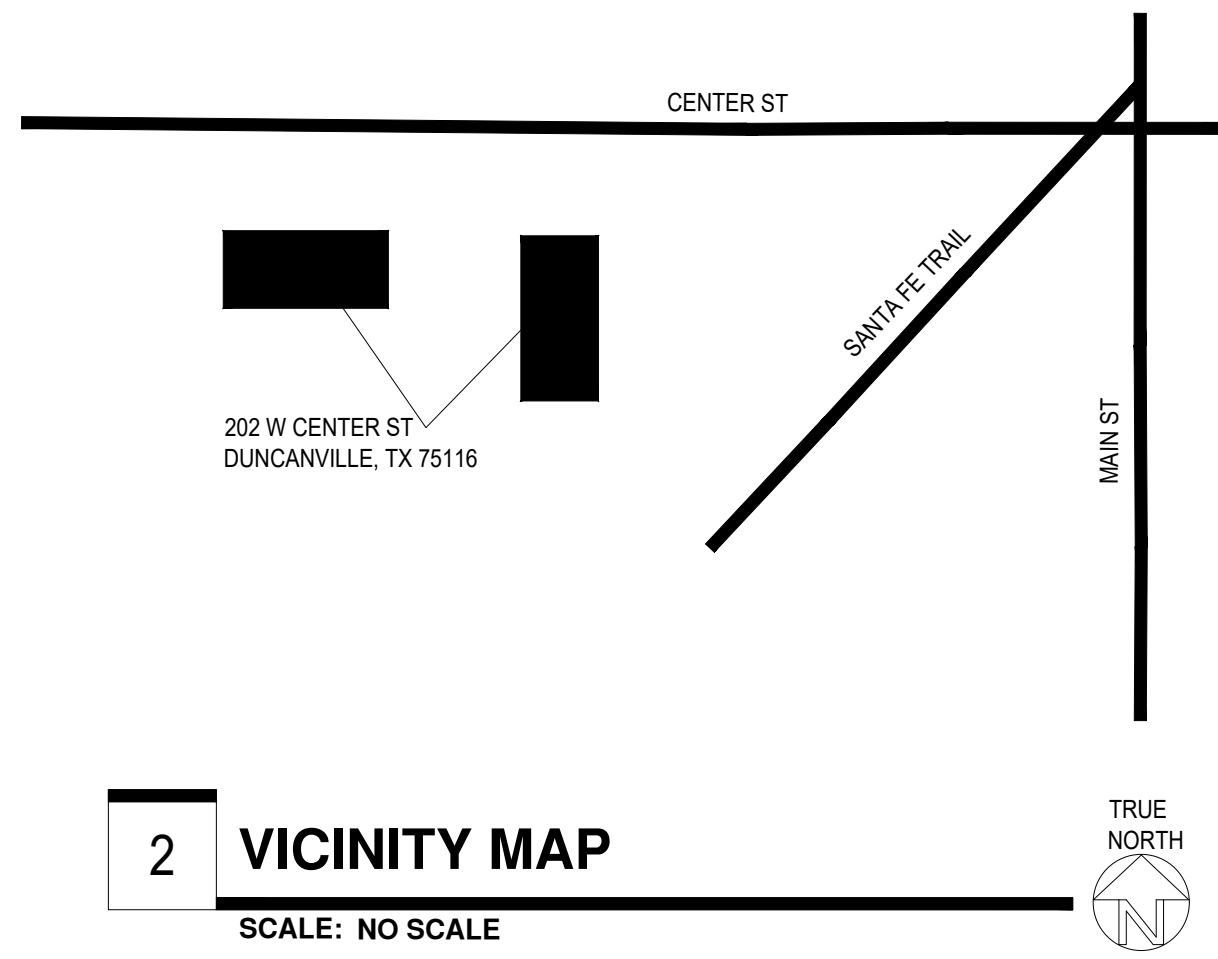
100% CD SET

ISSUE DATE

SEPTEMBER 30, 2025

SITE PLAN

A101



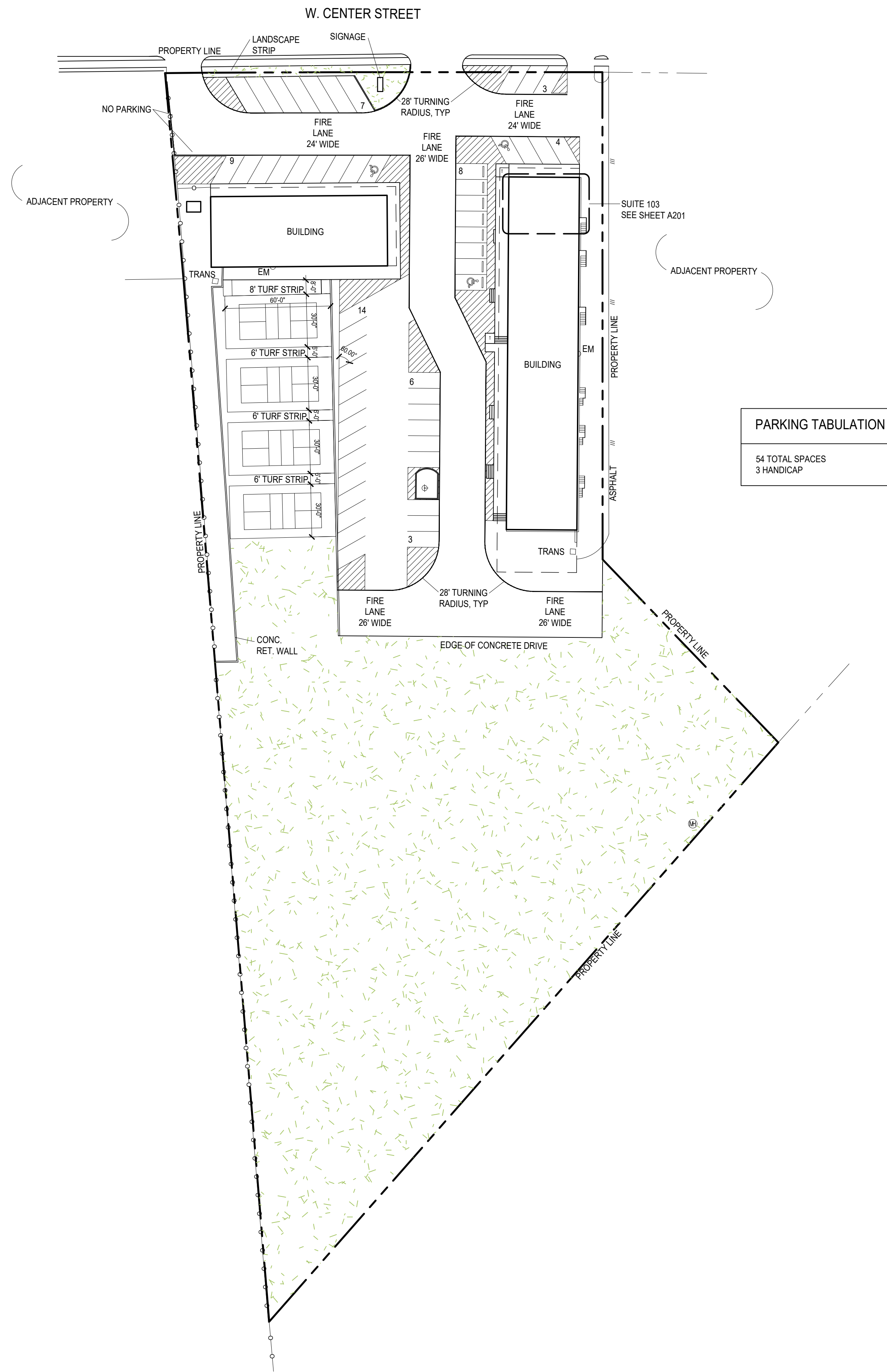
2 VICINITY MAP
SCALE: NO SCALE

SITE PLAN NOTES

1. REFER TO CIVIL FOR INFORMATION NOT SHOWN, SETBACKS, PROPERTY LINES, FENCING, ETC.
2. REF MEP FOR PHOTOMETRIC PLAN AND SITE LIGHTING
3. COORDINATE LOCATION OF TRANSFORMER WITH ELECTRICAL SERVICE PROVIDER
4. PROVIDE HANDICAP PARKING SPACE SIGNAGE THAT CONFORMS WITH CITY OF DUNCANVILLE STANDARDS

SYMBOL LEGEND

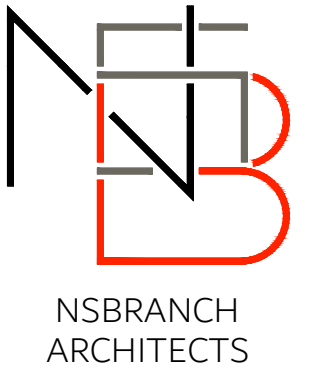
— PROPERTY LINE



PARKING TABULATION

54 TOTAL SPACES
3 HANDICAP

1 SITE PLAN
SCALE: 1"=40'-0"



1920 MCKINNEY AVE STE 700
DALLAS, TX 75201
WWW.NSBRANCH.COM
FIRM REG. NO. BR-3247



9-30-2025

NEI DEVELOPMENT
202 W. CENTER ST. SUITE 103
COFFEE SHOP
DUNCANVILLE, TX 75116

PROJECT NO. 2024.311

REV	DESCRIPTION	DATE

ISSUE

100% CD SET

ISSUE DATE

SEPTEMBER 30, 2025

SITE PLAN

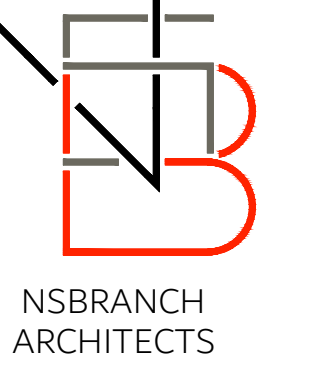
A101

PLAN NOTES:

1. AS-BUILT SURVEY PERFORMED BY NSBRANCH ARCHITECTS ON FRIDAY OCTOBER 18, 2024
2. ALL DIMENSIONS ARE SHOWN FROM FACE OF FINISH TO FACE OF FINISH
3. CONTRACTOR TO FIELD VERIFY EXISTING DIMENSIONS AND CONDITIONS PRIOR TO CONSTRUCTION

KEYED NOTES:

- 1 EXISTING DOOR WITH PANIC HARDWARE
- 2 CONCRETE STEPS WITH METAL GUARDRAIL
- 3 EXISTING MAIN DISTRIBUTION PANEL WITH 2 ELECTRICAL PANEL BOXES

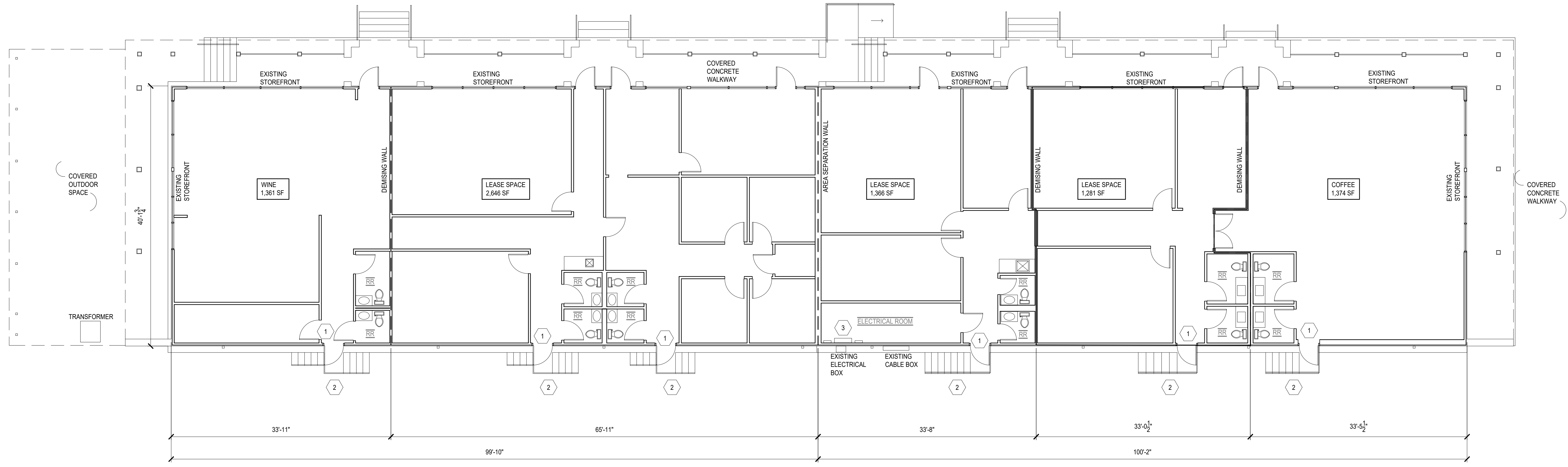


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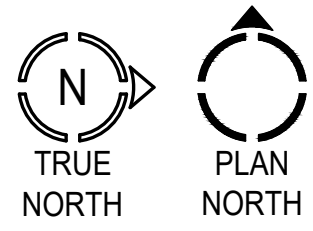


9-30-2025

NEI DEVELOPMENT
202 W. CENTER ST. SUITE 103
COFFEE SHOP
DUNCANVILLE, TX 75116



1 FLOOR PLAN - EXISTING
SCALE: 1/8" = 1'-0"



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PROJECT NO. 2024.311
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OVERALL FLOOR PLAN - EXISTING

A102



9-30-2025

NEI DEVELOPMENT
202 W. CENTER ST. SUITE 103
COFFEE SHOP
DUNCANVILLE, TX 75116

PROJECT NO. 2024.311

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FLOOR PLAN - DEMO

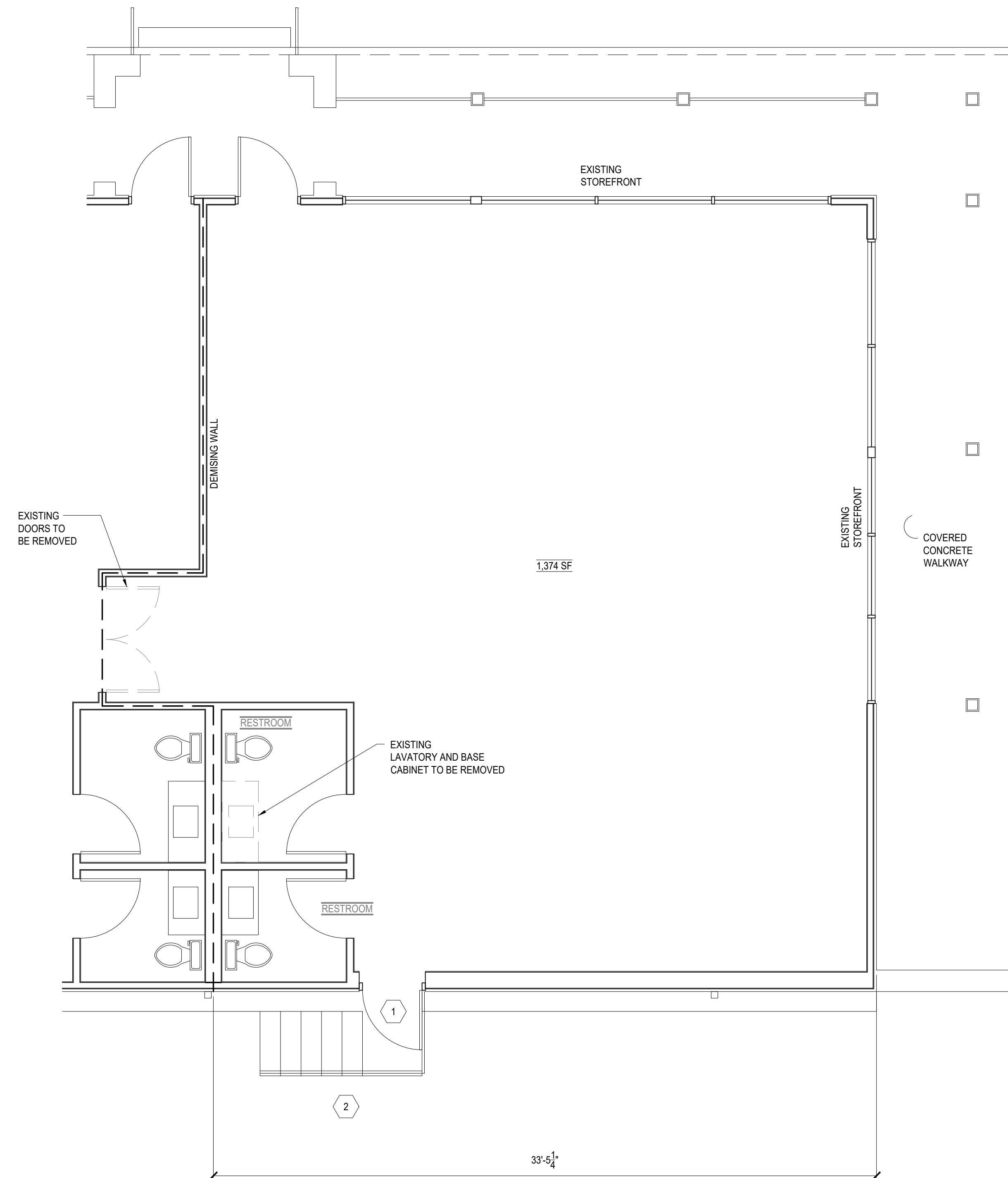
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PLAN NOTES:

- AS-BUILT SURVEY PERFORMED BY NSBRANCH ARCHITECTS ON FRIDAY OCTOBER 18, 2024
- ALL DIMENSIONS ARE SHOWN FROM FACE OF FINISH TO FACE OF FINISH
- CONTRACTOR TO FIELD VERIFY EXISTING DIMENSIONS AND CONDITIONS PRIOR TO CONSTRUCTION

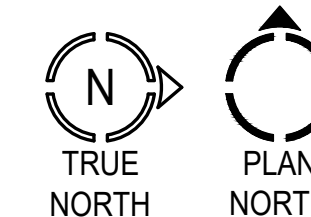
KEYED NOTES:

- EXISTING DOOR WITH PANIC HARDWARE
- CONCRETE STEPS WITH METAL GUARDRAIL



1 DEMO PLAN

SCALE: 1/4" = 1'-0"



EQUIPMENT SCHEDULE				
EQUIPMENT MARK	DESCRIPTION	MNFR	MODEL	COMMENTS
K1	POINT OF SALE	TOAST	POINT OF SALE	OFCI
K2	HAND SINK	STEELTON	522HS1216	WITH GOOSENECK FAUCET
K3	MOP SINK	STEELTON	522US11818	-
K4	FAUCET (MOP SINK)	WATERLOO	750FMSWHK	WALL MOUNTED
K5	3 COMP SINK	REGENCY	600S101412G	WITH DRAIN BOARDS
K6	FAUCET (3 COMP)	WATERLOO	750PRWL88	-
K7	UNDER COUNTER CASE	OASIS	C33R-UC	-
K8	UNDERCOUNTER ICE MACHINE	ADVANTCO	194UCH210A	-
K9	UNDERCOUNTER REFRIGERATOR	ADVANTCO	178AU48R	-
K10	ESPRESSO MACHINE	LA MARZOCCO	LINEA CLASSIS S	2 GROUP
K11	ESPRESSO GRINDER	MAHLKONIG	E65S GBW	-
K12	COFFEE GRINDER	MAHLKONIG	EK43	-
K13	COFFEE BREWER	-	-	-
K14	BLENDER	AVIAMIX	APEX HBX1000	-
K15	BLENDER	AVIAMIX	APEX HBX2000	-
K16	DUMP SINK WITH GLASS RINSER	CNCEST	JZSKFJ-000000-2ITEM	DROP-IN
K17	TRASH CANS	RUBBERMAID	SLIM JIM	-
K18	NOT USED	-	-	-

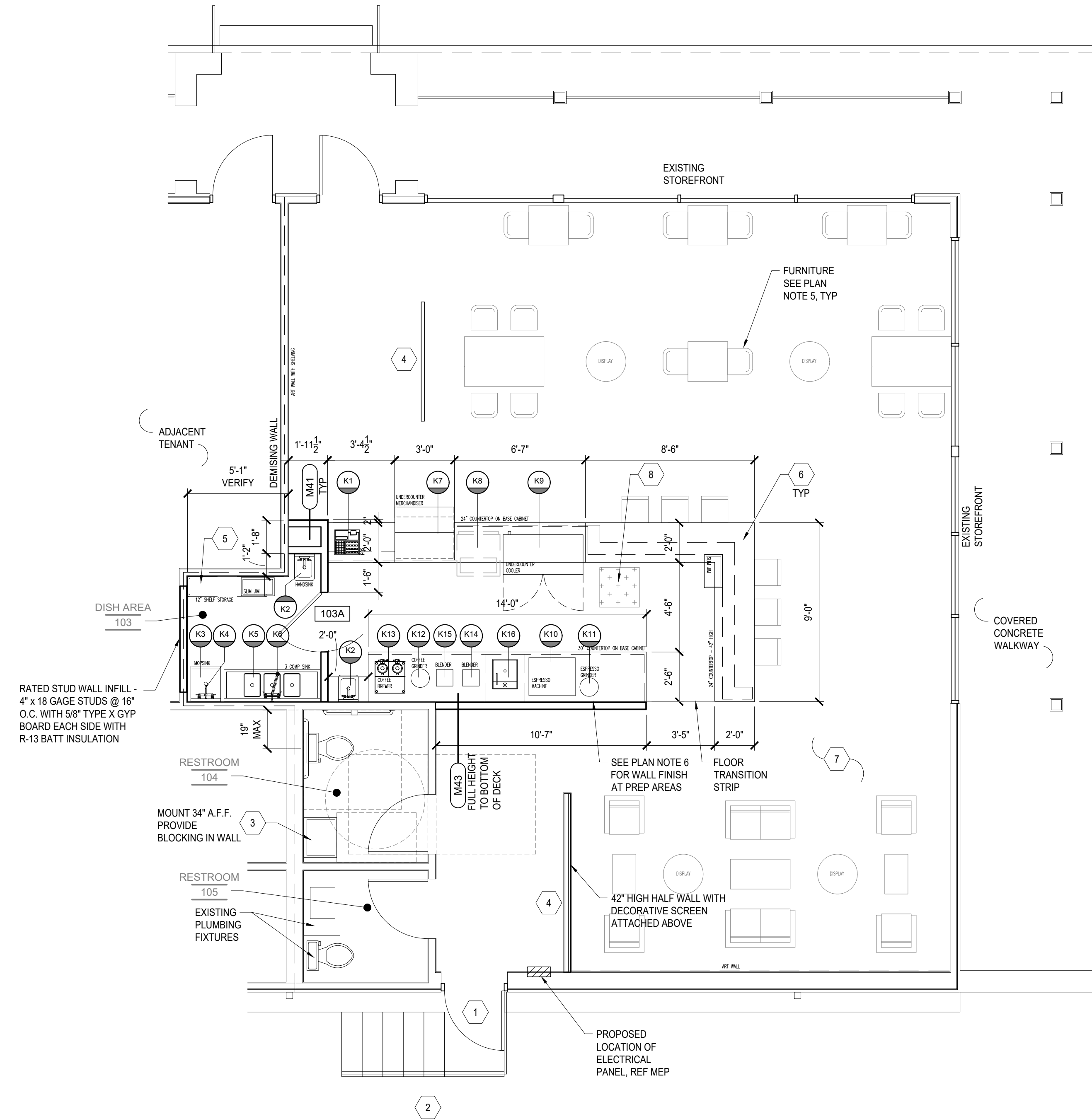
EQUIPMENT SCHEDULE NOTES
 1. POS SYSTEM AND COMPONENTS TO BE COORDINATED WITH ELECTRICAL DESIGN DRAWINGS PRIOR TO INSTALLATION

KEYED NOTES:

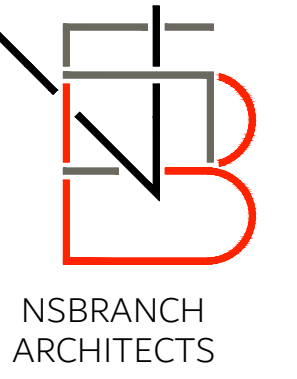
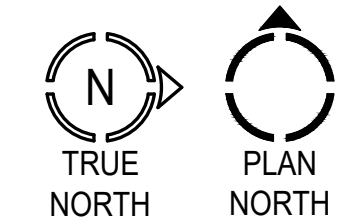
- 1 EXISTING DOOR WITH PANIC HARDWARE
- 2 CONCRETE STEPS WITH METAL GUARDRAIL
- 3 NEW ADA WALL MOUNTED LAVATORY
BASIS OF DESIGN:
MNFR: WS BATH COLLECTION
MODEL: SIMPLE 60.5A, SINGLE HOLE FAUCET, PROVIDE PIPE PROTECTION
- 4 DECORATIVE SCREEN WALL
- 5 12" x 48" STAINLESS STEEL WALL MOUNTED SHELVING
PROVIDE BLOCKING IN WALL AT SHELVING ATTACHMENT. MOUNT SHELVING 72" A.F.F.
- 6 SOLID SURFACE COUNTERTOP, SEE PLAN NOTE 4
- 7 EXISTING FLOORING - SEALED CONCRETE
- 8 SLIP RESISTANT FLOORING - AT POINT OF SALE
BASIS OF DESIGN:
MNFR: DUR-A-FLEX
MODEL: POLY-CRETE MDB, INTEGRAL 6" HIGH BASE

PLAN NOTES:

1. AS-BUILT SURVEY PERFORMED BY NSBRANCH ARCHITECTS ON FRIDAY OCTOBER 18, 2024
2. ALL DIMENSIONS ARE SHOWN FROM FACE OF FINISH TO FACE OF FINISH
3. CONTRACTOR TO FIELD VERIFY EXISTING DIMENSIONS AND CONDITIONS PRIOR TO CONSTRUCTION
4. CUSTOM MILLWORK, OFCI
5. FURNITURE SHOWN FOR REFERENCE ONLY - DESIGN SELECTIONS TO BE OWNER FURNISHED
6. CONTRACTOR INSTALLED
7. CLEANABLE SURFACE FINISHES ON POINT-OF-SALE AND DISH AREA WALLS



1 FLOOR PLAN - PROPOSED
 SCALE: 1/4" = 1'-0"



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9-30-2025

NEI DEVELOPMENT
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 COFFEE SHOP
 DUNCANVILLE, TX 75116

PROJECT NO. 2024.311

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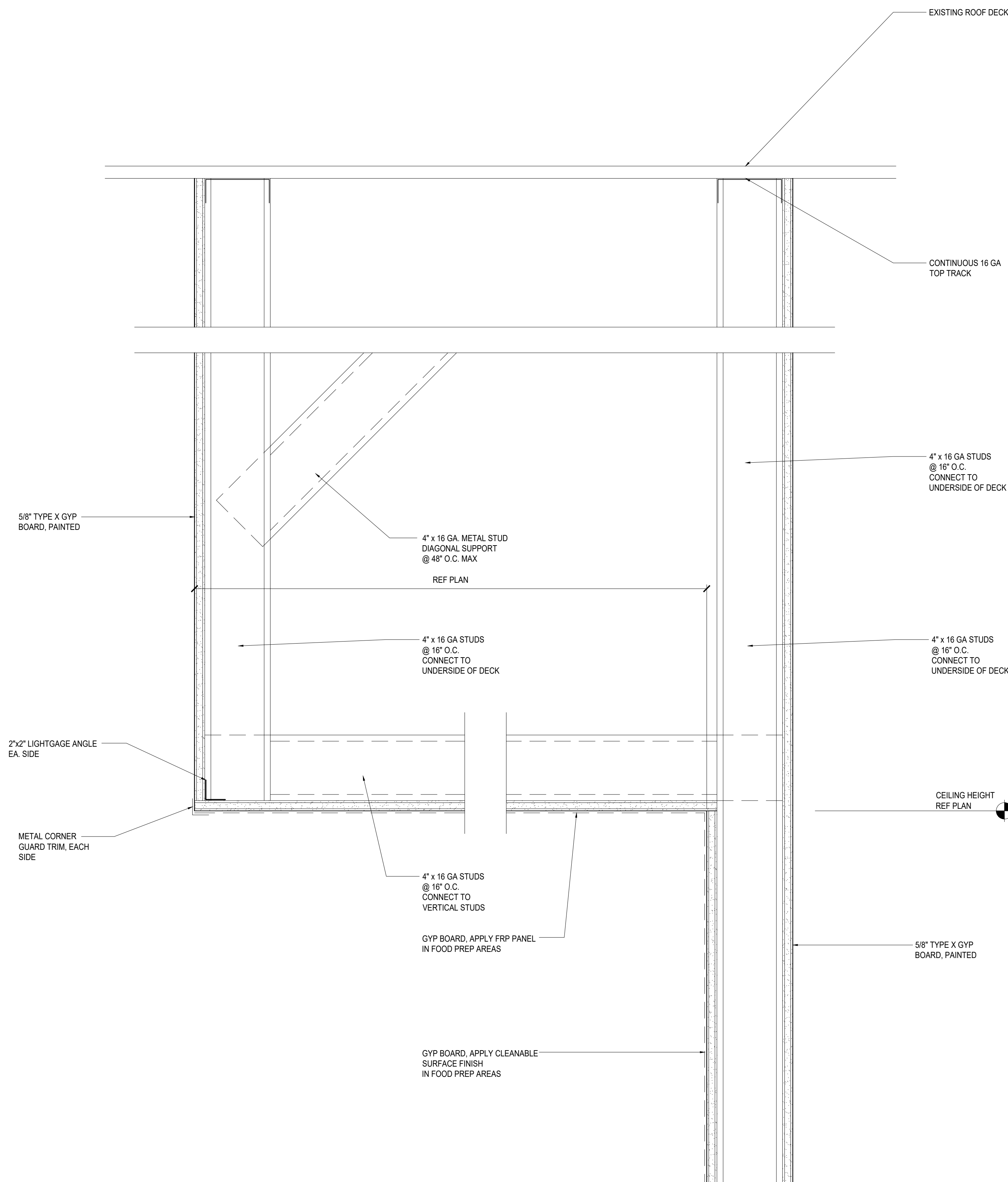
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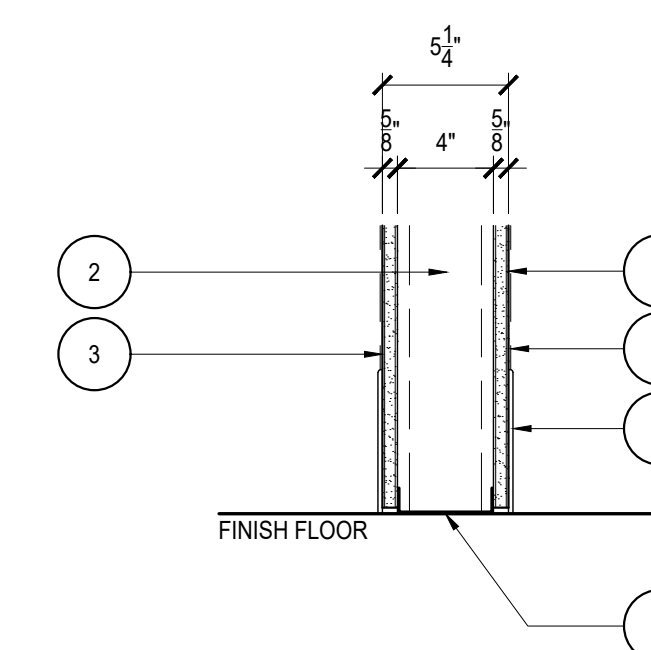
FLOOR PLAN - PROPOSED

A201

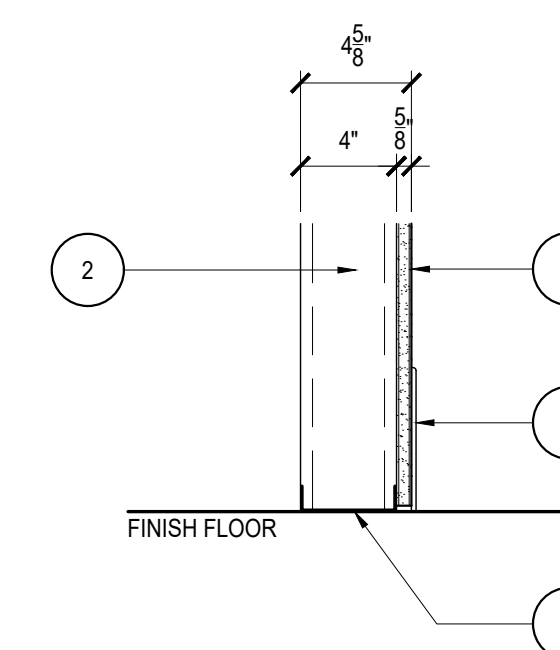


WALL PARTITION NOTES

1. SEE WALL FRAMING SHEET A501 FOR NOTES NOT SHOWN
2. WALL TYPE TO CONTINUE AT DOOR & WINDOW OPENINGS (TOP & BOTTOM) U.N.O.
3. USE CEMENT BOARD AT ALL WET WALL LOCATIONS
4. ALL GYPSUM BOARD TO BE 5/8" THICK U.N.O.
5. WALL TYPES DO NOT INCLUDE THE WALL FINISH AS DETERMINED BY THE ROOM FINISH SCHEDULE
6. ALL JOINTS IN GYPSUM BOARD SURFACES TO BE TAPED AND BEDDED, FLOATED TO FINISH
7. ALL SOUND ATTENUATION BATTS SHALL BE CONTINUOUS FOR FULL HEIGHT AND WIDTH OF WALL PARTITION
8. GYP BOARD CONTROL JOINTS SHALL BE INSTALLED WHERE A WALL RUNS UNINTERRUPTED EXCEEDING 30 LINEAR FEET OR 900 SQUARE FEET
9. SEE FINISH SCHEDULE/PLANS FOR NOTES NOT SHOWN - WALL BASE, WALL FINISH, ETC....



WALL TYPE	METAL STUD FRAMING - NONLOAD BEARING	
M43	1	LIGHTGAGE BOTTOM TRACK
	2	4" x 18 GA. METAL STUDS @ 16" O.C.
	3	5/8" TYPE 'X' GYPSUM BOARD
RATING	-	4 BASE AND WALL FINISH, SEE INTERIOR ELEVATIONS
TEST NO.	-	5 FRP PANEL/WALL TILE, SEE INTERIOR ELEVATIONS
STC	-	6 -



WALL TYPE	METAL STUD FRAMING - NONLOAD BEARING	
M41	1	LIGHTGAGE BOTTOM TRACK
	2	4" x 18 GA. METAL STUDS @ 16" O.C.
	3	5/8" TYPE 'X' GYPSUM BOARD
RATING	-	4 BASE AND WALL FINISH
TEST NO.	-	5 -
STC	-	6 -

1 CEILING FRAMING DTL

SCALE: 3"=1'-0"

PROJECT NO. 2024.311

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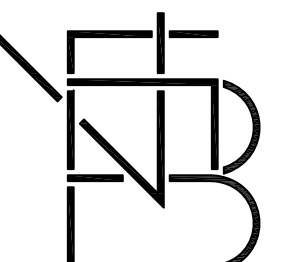
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WALL AND CEILING DETAILS

A301



NSBRANCH ARCHITECTS

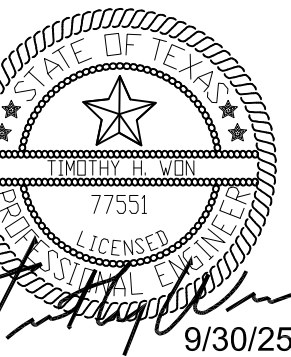
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TBPE Firm Reg. No. F-7446

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NEI DEVELOPMENT
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GENERAL NOTES,
& SYMBOLS

E101

ELECTRICAL GENERAL NOTES

NOTE	DESCRIPTION
A.	ALL ELECTRICAL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE CURRENTLY ADOPTED CITY OF DUNCANVILLE CODES AND AMENDMENTS, STATE CODES, 2023 NATIONAL ELECTRICAL CODE, 2021 IECC, 2021 ICC STANDARDS, LOCAL CODES AND ORDINANCES.
B.	BEFORE STARTING ANY WORK, EXAMINE THE COMPLETE SET OF DRAWINGS FOR ALL TRADES, INCLUDING ARCHITECTURAL, STRUCTURAL, MECHANICAL AND PLUMBING, VERIFY ALL DIMENSIONS, SPACE REQUIREMENTS, AND POINTS OF CONNECTION TO ALL EQUIPMENT. MAKE ANY MINOR ADJUSTMENTS NECESSARY TO AVOID CONFLICTS WITH OTHER TRADES. MAJOR DISCREPANCIES REQUIRING COST ADJUSTMENTS SHALL BE RESOLVED IN WRITING PRIOR TO PERFORM ANY WORK.
C.	THE DRAWINGS INDICATE THE DESIRED LOCATIONS AND ARRANGEMENT OF THE COMPONENTS OF ELECTRICAL WORK IN A DIAGRAMMATIC MANNER. DETERMINE EXACT CONDUIT ROUTING, CONDUIT BENDS, AUXILIARY JUNCTION BOXES, SUPPORTS, AND UNDEFINED CONSTRUCTION DETAILS AS A JOB CONDITION TO BE INSTALLED IN ACCORDANCE WITH APPLICABLE CODE REQUIREMENTS.
D.	ALL MATERIALS INSTALLED SHALL BE NEW, FREE FROM DEFECTS AND SUITABLE FOR THE INTENDED USE. THE U.L. LABELS/TEST LAB APPROVALS SHALL BE OBTAINED WHEREVER REQUIRED BY CODE AUTHORITIES.
E.	DRILLING OR WELDING TO BUILDING STRUCTURE IS NOT ACCEPTABLE WITHOUT WRITTEN PERMISSION FROM THE OWNER.
F.	PROVIDE U.L. LISTED FIRE BARRIER SEALS FOR ANY OPENING THROUGH SMOKE OR FIRE RATED STRUCTURES AND ALL ABOVE GRADE FLOORS USED AS PASSAGE FOR ELECTRICAL COMPONENTS SUCH AS CONDUITS, ETC. AS MADE BY ELECTRO PRODUCTS DIVISION OF GENERAL SIGNAL CO.
G.	MINIMUM SIZE CONDUIT FOR HOMERUN SHALL BE 3/4" DIAMETER. MINIMUM SIZE CONDUIT BETWEEN DEVICES SHALL BE 1/2" DIAMETER.
H.	MINIMUM SIZE CONDUCTOR SHALL BE #12 AWG THHN/THWN COPPER UNLESS OTHERWISE NOTED.
I.	PROVIDE A GROUND CONDUCTOR, SIZED PER NEC ARTICLE 250, IN EACH CONDUIT RUN CONTAINING BRANCH OR FEEDER CIRCUITS.
J.	FOR HOMERUNS ON 120 VOLT, 20-AMPERE BRANCH CIRCUITS, WHERE LENGTH OF CIRCUIT FROM PANELBOARD EXCEEDS 100 LINEAR FEET, USE NO. 10 AWG CONDUCTORS.
K.	IF THE USE OF MC CABLE IS ALLOWED BY LOCAL CODE, MC CABLE CAN BE USED MAXIMUM 6 FEET IN LENGTH.
L.	MOUNTING HEIGHTS OF OUTLETS ARE MEASURED FROM FINISHED FLOOR TO CENTER OF OUTLET BOX UNLESS OTHERWISE NOTED.
M.	EACH MULTIWIRE BRANCH CIRCUIT SHALL BE PROVIDED WITH MEANS THAT WILL SIMULTANEOUSLY DISCONNECT ALL UNGROUNDED CONDUCTORS AT THE POINT WHERE THE BRANCH CIRCUIT ORIGINATES PER NEC ARTICLE 210.4 (B).

ELECTRICAL SYMBOLS

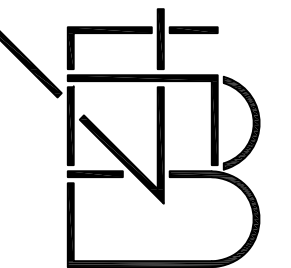
DRAWING MARK	DESCRIPTION (NOT ALL SYMBOLS USED ON THIS PROJECT)
	RECESSED 2'x2' FIXTURE
	PENDANT OR SURFACE MOUNTED FIXTURE
	WALL MOUNTED FIXTURE
	COMBINATION EXIT LIGHT AND EMERGENCY LIGHT WITH BATTERY PACK
	EMERGENCY LIGHT UNIT WITH BATTERY PACK
	SINGLE POLE SWITCH
	THREE-WAY SWITCH
	FOUR-WAY SWITCH
	KEY OPERATED SWITCH
	SINGLE POLE SWITCH WITH PILOT LIGHT
	WALL SWITCH OCCUPANCY SENSOR
	DUPLEX RECEPTACLE, +15" AFF U.O.N.
	DUPLEX RECEPTACLE WITH GROUND FAULT INTERRUPTER
	DUPLEX RECEPTACLE WITH WEATHERPROOF COVER
	DUPLEX RECEPTACLE FOR COMPUTER
	QUAD RECEPTACLE
	SPECIAL RECEPTACLE, RATING AS INDICATED.
	DUPLEX RECEPTACLE IN FLUSH FLOOR BOX
	SPECIAL RECEPTACLE IN FLUSH FLOOR BOX
	DATA OUTLET WITH 1" CONDUIT AND PULL WIRE STUBBED-UP 6" INTO ACCESSIBLE CEILING SPACE U.O.N.
	DATA OUTLET IN FLUSH FLOOR BOX
	JUNCTION BOX
	SINGLE POLE SWITCH WITH THERMAL OVERLOAD
	DISCONNECT SWITCH
	COMBINATION MAGNETIC MOTOR STARTER
	FUSED DISCONNECT
	TELEPHONE/DATA TERMINAL PLYWOOD BACK BOARD, FIRE RATED
	DISTRIBUTION PANEL
	SURFACE MOUNTED BRANCH PANEL
	FLUSH MOUNTED BRANCH PANEL
	CONDUIT CONCEALED IN WALL OR CEILING SPACE
	CONDUIT ROUTED BELOW FLOOR/GRADE
	MHP-CU-1 MECHANICAL EQUIPMENT TAG

ABBREVIATIONS

A	AMPERE	LTG	LIGHTING
AFF	ABOVE FINISHED FLOOR	MLO	MAIN LUGS ONLY
AIC	AMPERE INTERRUPTING CAPACITY	NEC	NATIONAL ELECTRICAL CODE
ARCH	ARCHITECT, ARCHITECTURAL	NEMA	NATIONAL ELECTRICAL
ART	ARTICLE		MANUFACTURER'S ASSOCIATION
BLDG	BUILDING	NF	NON-FUSED
C	CONDUIT	NIEC	NOT IN ELECTRICAL CONTRACT
CB	CIRCUIT BREAKER	NL	NIGHT LIGHT
CKT	CIRCUIT	NTS	NOT TO SCALE
CU	COPPER	P	POLE
DISC	DISCONNECT	PLBG	PLUMBING
DWG	DRAWING	PVC	POLYVINYL CHLORIDE
EC	ELECTRICAL CONTRACTOR	RCP	REFLECTED CEILING PLAN
EF	EXHAUST FAN	RTU	ROOF TOP UNIT
ENCL	ENCLOSURE	SN	SHEET NOTES
EQUIP	EQUIPMENT	SPEC	SPECIFICATIONS
EWC	ELECTRIC WATER COOLER	TEL	TELEPHONE
EXST	EXISTING	TIE	SHARED CIRCUIT
G	GROUND	TVSS	TRANSIENT VOLTAGE SUPPRESSOR
GFI	GROUND FAULT INTERRUPTER	TYP	TYPICAL
HID	HIGH INTENSITY DISCHARGE	UL	UNDERWRITER'S LABORATORIES, INC.
HP	HORSEPOWER	UON	UNLESS OTHERWISE NOTED
HVAC	HEATING, VENTILATING AND	V	VOLT
	AIR CONDITIONING	VA	VOLT-AMPERE
HWH	HOT WATER HEATER	VFD	VARIABLE FREQUENCY DRIVE
IG	ISOLATED GROUND	W	WATT
INST	INSTANT	W/	WITH
MECH	MECHANICAL	WP	WEATHERPROOF
M.C.B.	MAIN CIRCUIT BREAKER	XFMR	TRANSFORMER

ELECTRICAL DRAWING LIST:

E101	GENERAL NOTES & SYMBOLS
E201	LIGHTING PLAN
E301	POWER PLAN
E401	RISER DIAGRAM & PANEL SCHEDULE
E501	ELECTRICAL SPECIFICATIONS



NSBRANCH ARCHITECTS

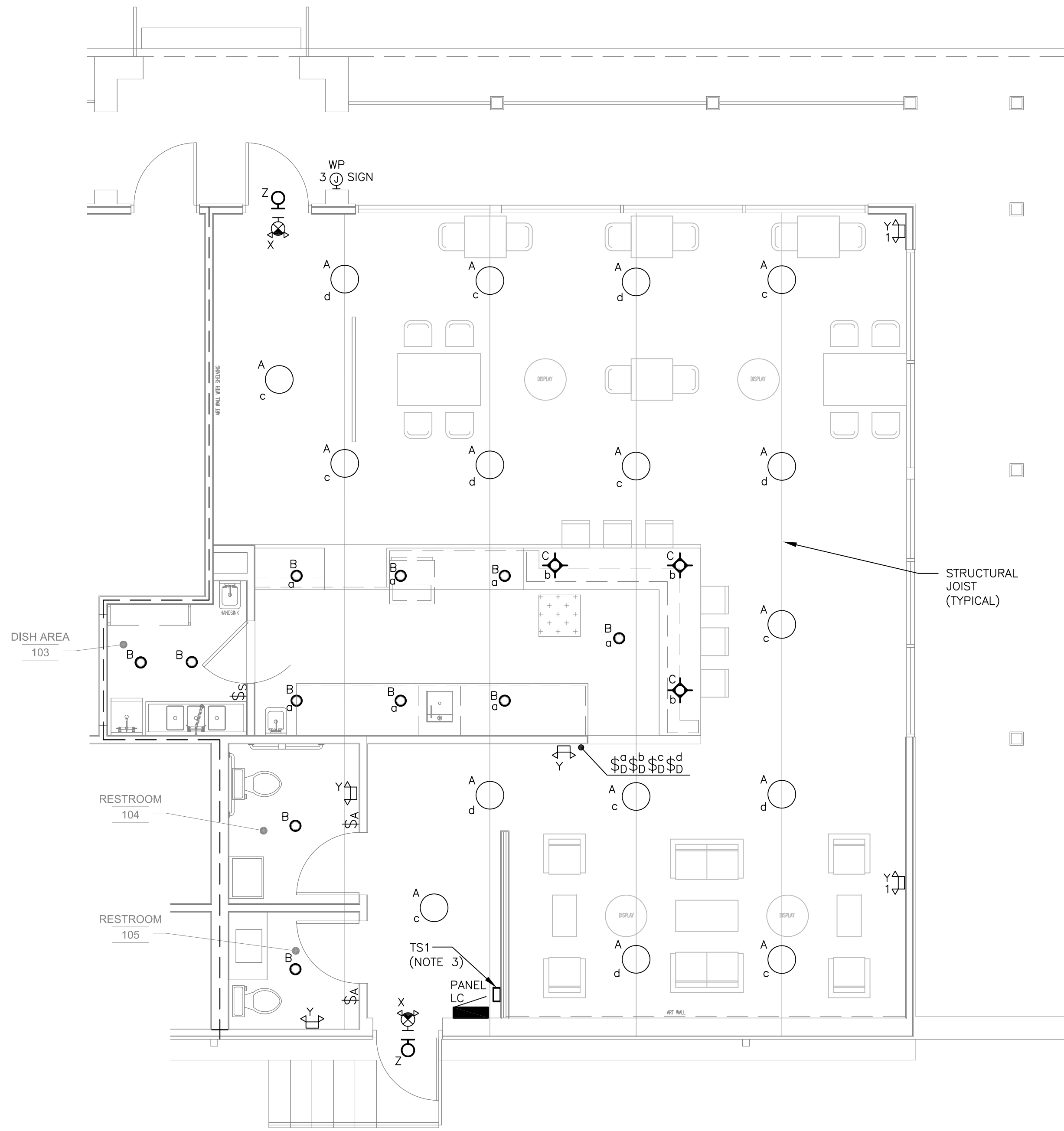
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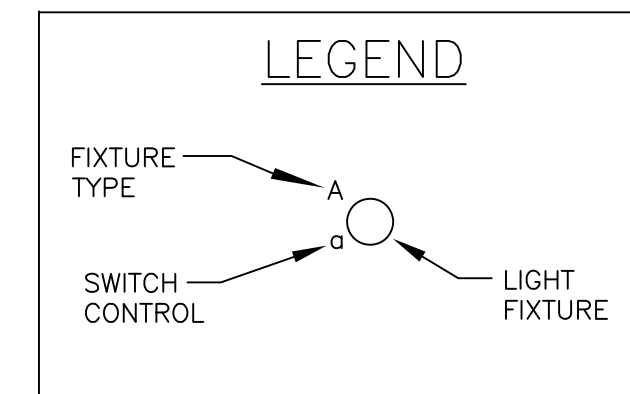
TBPE Firm Reg. No. F-7446

275 Tealwood Dr.
Coppell, Texas 75019
(214) 729-8696
E-mail: timwon@ewamep.com
Website: ewamep.com



NOTES:

- CONNECT ALL LIGHTS TO PANEL LC CIRCUIT NO. 1 U.O.N.
- PROVIDE UNSWITCHED CIRCUIT TO BATTERY PACK EQUIPPED EMERGENCY LIGHT UNITS AND EXIT LIGHT FIXTURES TO MAINTAIN POWER AT ALL TIMES.
- PROVIDE 2-CIRCUIT DIGITAL TIME SWITCH TS1 WITH BUILT IN OVERRIDE SWITCH, 24-HOUR, 7-DAY SCHEDULING, EQUAL TO INTERMATIC ET2800 SERIES.



LIGHTING CONTROL SYMBOLS

- \$A WALL MOUNTED SENSOR SWITCH, AUTO ON-OFF OPERATION
- \$S WALL MOUNTED SENSOR SWITCH, MANUAL ON-OFF OPERATION
- \$D DIMMER SWITCH

LIGHT FIXTURE SCHEDULE

TYPE	DESCRIPTION	LAMP	VOLT	MANUFACTURER/MODEL NO.
A	PENDANT MOUNTED DOME FIXTURE JOIST MOUNTED, (NOTE B)	LED 18 W	120	EXISTING
B	4" ROUND RECESSED DOWNLIGHT	LED 16 W	120	VANTAGE VED40CR U 15 35K V4060 WHT
C	DECORATIVE PENDANT MOUNTED FIXTURE	LED 16 W	120	OWNER SELECTED
X	COMBINATION EXIT LIGHT AND EMERGENCY LIGHT, SELF CONTAINED 90 MINUTE BATTERY PACK, RED LETTERS	LED	120	LIGHT ALARMS GR612MRUW2LD1
Y	EMERGENCY LIGHT UNIT, SELF CONTAINED 90 MINUTE BATTERY PACK	LED	120	LIGHT ALARMS LCA-2RHL-ID
Z	EXTERIOR SURFACE MOUNTED EMERGENCY EGRESS LIGHT, BATTERY PACK	LED	120	LIGHT ALARMS CAMSDB

FIXTURE SCHEDULE GENERAL NOTES:
A. VERIFY CEILING TYPE PRIOR TO ORDERING LIGHT FIXTURES.
B. REPLACE LAMP IN EXISTING FIXTURE WITH LED LAMP.
C. FOR LIGHTING QUESTIONS, CONTACT KIM SMITH AT HOSSLEY LIGHTING AT 817-984-1873.

01 LIGHTING PLAN
SCALE: 1/4" = 1'-0"
TRUE NORTH, PLAN NORTH

NEI DEVELOPMENT
202 W. CENTER ST. SUITE 103
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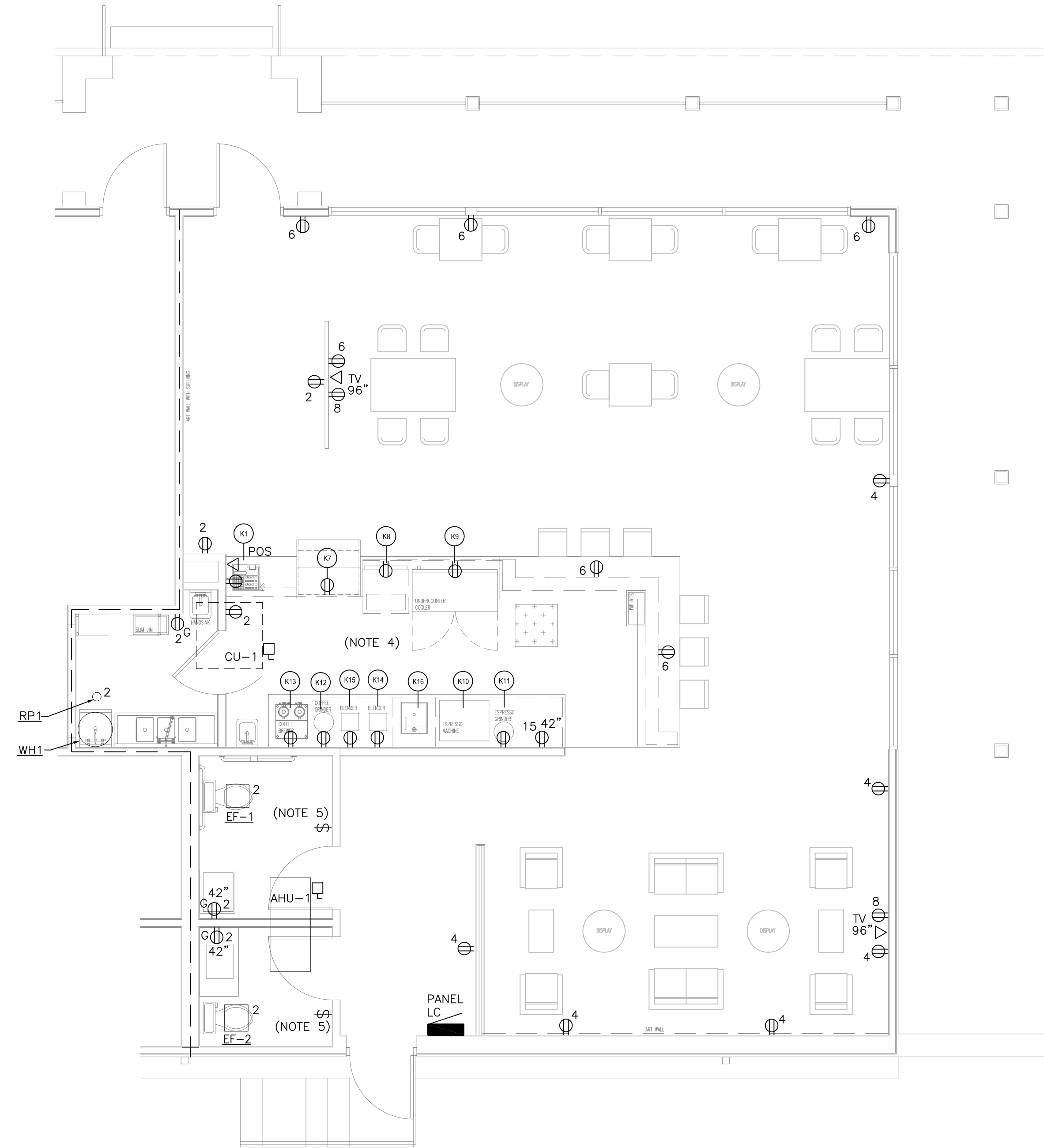
SEPTEMBER 30, 2025

LIGHTING PLAN

E201

NOTES

1. CONNECT ALL CIRCUITS TO PANEL LC.
2. COORDINATE ALL RECEPTACLE AND DATA OUTLET LOCATIONS WITH OWNER AND ARCHITECT PRIOR TO ROUGH-IN.
3. REFER TO MECHANICAL EQUIPMENT CONNECTION SCHEDULE FOR ELECTRICAL REQUIREMENTS. VERIFY EXACT LOCATIONS OF HVAC EQUIPMENT.
3. REFER TO COFFEE EQUIPMENT SCHEDULE FOR ELECTRICAL REQUIREMENTS.
4. PROVIDE ALL 120 VOLT RECEPTACLES IN KITCHEN AREA WITH GFCI TYPE.
5. PROVIDE 1-POLE SWITCH TO CONTROL EXHAUST FAN NEXT TO LIGHT SWITCH.



01 POWER PLAN
SCALE: 1/4" = 1'-0"
TRUE NORTH
PLAN NORTH

COFFEE EQUIPMENT SCHEDULE							
NO.	EQUIPMENT	LOAD	AMPS	VOLT/PH.	CIRCUIT NO.	DISCONNECT	WIRE SIZE
K1	POINT OF SALE			120/1	LC-10	NEMA 5-20R	2#12, #12G, 3/4"C
K7	UNDERCOUNTER CASE	901 W	10.9	120/1	LC-12	NEMA 5-20R	2#12, #12G, 3/4"C
K8	UNDERCOUNTER ICE MACHINE	327 W	5.8	120/1	LC-14	NEMA 5-20R	2#12, #12G, 3/4"C
K9	UNDERCOUNTER REFRIGERATOR	276 W	2.4	120/1	LC-14	NEMA 5-20R	2#12, #12G, 3/4"C
K10	EXPRESSO MACHINE	8 KW	33.3	240/1	LC-18/20	60A/2P/NF	2#6, #10G, 3/4"C
K11	EXPRESSO GRINDER		16.0	120/1	LC-13	NEMA 5-20R	2#12, #12G, 3/4"C
K12	COFFEE GRINDER	1.3 KW		120/1	LC-7	NEMA 5-20R	2#12, #12G, 3/4"C
K13	COFFEE BREWER	1.3 KW		120/1	LC-5	NEMA 5-20R	2#12, #12G, 3/4"C
K14	BLENDER	1.8 KW		120/1	LC-11	NEMA 5-20R	2#12, #12G, 3/4"C
K15	BLENDER	1.8 KW		120/1	LC-9	NEMA 5-20R	2#12, #12G, 3/4"C

NOTES:
1. VERIFY LOCATIONS, QUANTITY AND POWER REQUIREMENTS OF EACH EQUIPMENT WITH OWNER PRIOR TO CONSTRUCTION.

MECH. EQUIPMENT CONNECTION SCHEDULE									
SYMBOL	DESCRIPTION	LOAD	MCA AMPS	MOCP AMPS	VOLT/ PHASE	DISCONNECT AS/P/AF/NEMA	CIRCUIT NUMBER	CONDUCTOR/ CONDUIT	NOTE
AHU-1	AIR HANDLING UNIT-15 KW HEAT	4.0 TON	81.5	90	240/1	100/2/50/3R	LC-21/23	2 #3, #8G, 1"C	2
CU-1	CONDENSING UNIT		21.9	50	240/1	60/2/50/3R	LA-25/27	2 #10, #10G, 3/4"C	2
EF-1, EF-2	EXHAUST FAN	20 W each			120/1	SOL	SEE PLAN	2 #12, #12G, 1/2"C	
WH1	ELEC. WATER HEATER	2 X 6 KW	30.0	30	240/1	SOL	SEE PLAN	2 #10, #10G, 3/4"C	3
RP1	RECIRC. PUMP FOR WH1	1/25 HP			120/1	5-20R	SEE PLAN	2 #12, #12G, 1/2"C	

NOTES:
1. MCA: MINIMUM CIRCUIT AMPS. MOCP: MAXIMUM OVERCURRENT PROTECTION. SOL: SWITCH WITH OVERLOAD.
2. EXISTING UNIT TO REMAIN. 3. NON-SIMULTANEOUS OPERATION.

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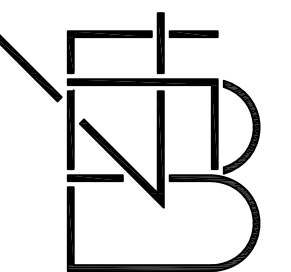
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ISSUE DATE

SEPTEMBER 30, 2025

POWER PLAN

E301



NSBRANCH ARCHITECTS

1920 MCKINNEY AVE STE 700
DALLAS, TX 75201
WWW.NSBARCH.COM

FIRM REG. NO. BR-3247

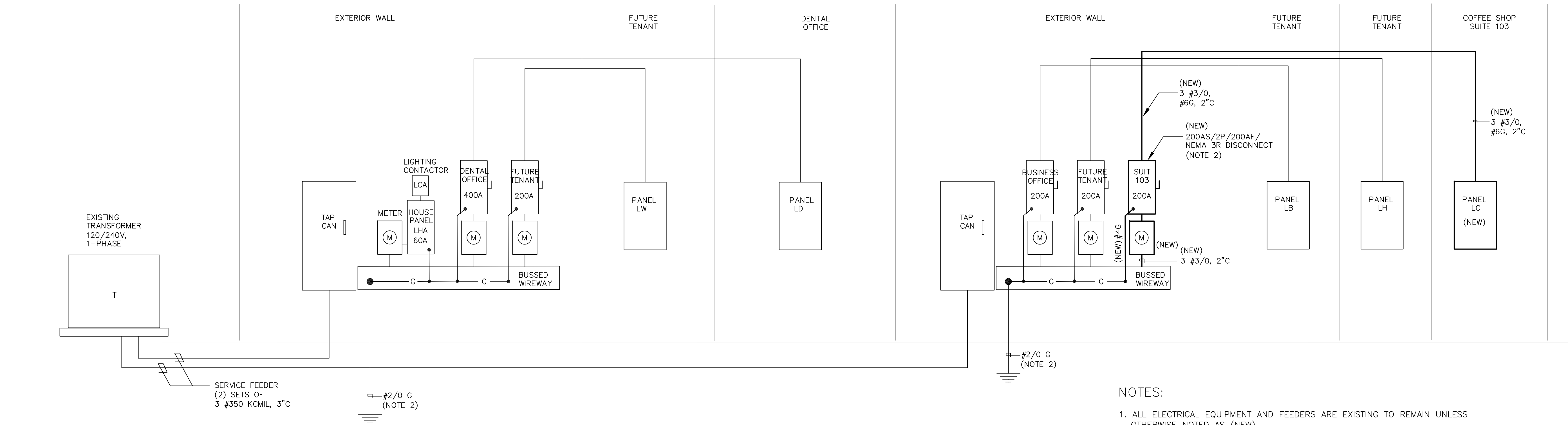


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BUILDING A



02 ELECTRICAL RISER DIAGRAM - BUILDING A - PROPOSED
SCALE: N.T.S.

NOTES:

- ALL ELECTRICAL EQUIPMENT AND FEEDERS ARE EXISTING TO REMAIN UNLESS OTHERWISE NOTED AS (NEW).
- MARK A.I.C. RATING ON THE COVERS OF EACH SERVICE DISCONNECT SWITCH PER NEC ART. 110.24.(A).

Panel LC		PANEL SCHEDULE						PROJECT:		NEI Development-Coffee Shop 103, Duncanville		
120/240V, 1Ph, 3W.		200A Bus		M.L.O.		SURFACE MOUNTED		10 KAIC		23-Sep-25		
Ckt. No.	Description / Location	Load (VA)	Load Type	C.B. Amp	C.B. Pole	Phase	C.B. Amp	C.B. Pole	Load (VA)	Load Type	Description / Location	Ckt. No.
1	LIGHTS	512	L	20	1	A	20	1	1,120	R	RECEPT, EFS-RESTROOMS	2
3	SIGN-EXTERIOR	400	L	20	1	C	20	1	1,080	R	RECEPT-SEATING	4
5	COFFEE BREWDER (K13)	1,300	K	20	1	A	20	1	1,080	R	RECEPT-SEATING	6
7	COFFEE GRINDER (K12)	1,300	K	20	1	C	20	1	800	G	(2) TV'S	8
9	BLENDER (K15)	1,800	K	20	1	A	20	1	400	G	POS (K1)	10
11	BLENDER (K14)	1,800	K	20	1	C	20	1	1,308	K	UNDERCOUNTER CASE (K7)	12
13	EXPRESSO GRINDER (K11)	1,920	K	20	1	A	20	1	603	K	U/C ICE MACHINE (K8), U/CREF. (K9)	14
15	APPLIANCE	1,500	K	20	1	C	20	1			SPARE	16
17	SPARE		K	20	1	A	50	2	4,000	K	EXPRESSO MACHINE (K10)	18
19	SPARE		K	20	1	C	-	-	4,000	K	-----	20
21	AHU-1	8,232	H	90	2	A	30	2	3,000	G	ELEC. WATER HEATER WH1	22
23	-----	8,232	H	-	-	C	-	-	3,000	G	-----	24
25	CU-1	2,808	C	50	2	A	20	1			SPARE	26
27	-----	2,808	C	-	-	C	20	1			SPARE	28
29	SPACE			20	1	A					SPACE	30
31	SPACE			20	1	C					SPACE	32
33	SPACE			20	1	A					SPACE	34
35	SPACE			20	1	C					SPACE	36
37	SPACE					A					SPACE	38
39	SPACE					C					SPACE	40
41	SPACE					A					SPACE	42
Total Connected Load: Ph A		26,775 VA		223 A							T. CIRCUIT CONTROLLED BY TIME SWITCH TS1. (K1): KITCHEN EQUIPMENT NUMBER.	
Total Connected Load: Ph C		26,228 VA		219 A								
Maximum Phase Connected Load: Ph A		26,775 VA										
Total Connected Load (2 X Maximum):		53.6 KVA		223.1 AMPS					Total Demand Load:	42.1 KVA	175.5 AMPS	

NEI DEVELOPMENT
202 W. CENTER ST. SUITE 103
COFFEE SHOP
DUNCANVILLE, TX 75116

PROJECT NO. 2024.311

REV	DESCRIPTION	DATE

ISSUE

100% CD

ISSUE DATE

SEPTEMBER 30, 2025

RISER DIAGRAM
& PANEL SCHEDULE

E401

ELECTRICAL SPECIFICATIONS

I. GENERAL CONDITIONS

- A. THE SCOPE OF THE WORK SHALL INCLUDE THE FURNISHING AND INSTALLATION OF THE NECESSARY MATERIAL AND LABOR TO ACCOMPLISH THE WORK INDICATED BY THE DRAWINGS AND HEREIN SPECIFIED. ALL WORK BY THIS CONTRACTOR SHALL CONFORM TO ALL APPLICABLE FEDERAL, STATE AND LOCAL BUILDING CODES.
- B. THE CONTRACT DOCUMENTS DO NOT PROPOSE TO SHOW ALL EXISTING SYSTEMS, EQUIPMENT OR MATERIAL. CONTRACTOR SHALL BE RESPONSIBLE FOR REVIEWING THE EXISTING CONDITIONS AT THE JOB SITE. THE CONTRACTOR SHALL BECOME FAMILIAR WITH THE COMPLETE SET OF CONSTRUCTION DOCUMENTS.
- C. MATERIALS AND EQUIPMENT FURNISHED UNDER THIS CONTRACT SHALL BE NEW AND SHALL BEAR THE U.L. LABEL WHERE APPLICABLE, UNLESS NOTED OTHERWISE. ALL WORK SHALL BE GUARANTEED AGAINST DEFECTIVE MATERIALS AND WORKMANSHIP FOR A PERIOD OF NOT LESS THAN ONE (1) YEAR AFTER COMPLETION AND ACCEPTANCE BY THE OWNER.
- D. CONTRACTOR SHALL INSTALL ELECTRICAL SYSTEMS WITHOUT INTERFERENCE AND IN COORDINATION WITH OTHER TRADES.
- E. MATERIALS AND WORKMANSHIP SHALL COMPLY WITH THE CONTRACT DOCUMENTS AND APPLICABLE CODES AND STANDARDS. IN CASE OF DIFFERENCE BETWEEN APPLICABLE CODES AND STANDARDS AND THE CONTRACT DOCUMENTS, THE CONTRACTOR SHALL PROMPTLY NOTIFY THE ARCHITECT/ENGINEER IN WRITING OF SUCH DIFFERENCE.
- F. INSTALL EQUIPMENT WITH WORKING CLEARANCES COMPLYING WITH NEC 110-26.

II. PRODUCTS

A. CONDUIT

1. RIGID STEEL CONDUIT: CONSTRUCTED OF MILD STEEL PIPING, GALVANIZED INSIDE AND OUTSIDE, CONFORMING WITH FED. SPEC. WW-C-581C, ANSI C80.1 AND APPLICABLE UL STANDARDS.
2. INTERMEDIATE METAL CONDUIT (IMC): CONSTRUCTED OF ZINC COATED STEEL TUBING MANUFACTURED IN ACCORDANCE WITH UL-1242 AND MEETING THE REQUIREMENTS OF THE NEC.
3. ELECTRIC METALLIC TUBING (EMT): OF HIGH GRADE STEEL MANUFACTURED SPECIFICALLY TO STANDARDS ASSURING MAXIMUM WELDING CHARACTERISTICS AND DUCTILITY, AND SHALL CONFORM TO FED. SPEC. WW-T-806b.
4. FLEXIBLE METAL CONDUIT: MANUFACTURED OF MILD STEEL STRIP MATERIAL HAVING A HOT-DIP GALVANIZED COATING AND MEETING REQUIREMENTS OF FED. SPEC. WW-C-566b.
5. LIQUIDTIGHT FLEXIBLE CONDUIT: FLEXIBLE METAL CONDUIT AS SPECIFIED HEREIN WITH A COPPER GROUNDING STRAND AND FACTORY-APPLIED NEOPRENE JACKET. LIQUID TIGHT FLEXIBLE CONDUIT SHALL BE UL LISTED, EQUIVALENT TO ANACONDA "SEALITE", TYPE UA.

B. COUPLINGS AND TERMINATORS

1. FOR RIGID STEEL OR INTERMEDIATE METAL CONDUIT: FACTORY-MADE THREADED COUPLINGS OF SAME MATERIAL AS THE CONDUIT.
2. FOR ELECTRICAL METALLIC TUBING: T&B 5030 SERIES STEEL SETSCREW COUPLINGS; T&B 5031 SERIES STEEL SETSCREW BOX CONNECTORS WITH NYLON INSULATED THROAT AND LOCKNUTS AT ALL BOXES AND CABINET TERMINATIONS OR T&B 5051 SERIES NON-INSULATED BOX CONNECTOR, LOCKNUT AND 3870 SERIES NYLON-INSULATED GROUNDING BUSHING ON ALL TUBING WHERE GROUNDING BUSHINGS ARE REQUIRED.
3. FOR FLEXIBLE METAL CONDUIT: T&B 503 SERIES COUPLINGS AT CONNECTIONS BETWEEN FLEXIBLE CONDUIT AND EMT, AND T&B 3112 SERIES NYLON INSULATED THROAT, STEEL CONNECTORS AT BOX OR CABINET TERMINATIONS.

C. JUNCTION AND PULL BOXES

1. JUNCTION AND PULL BOXES 100 CUBIC INCHES IN VOLUME AND SMALLER: STANDARD OUTLET BOXES; LARGER JUNCTION AND PULL BOXES: CODE GAUGE SHEET STEEL WITH OVERLAPPED RIVETED OR WELDED CORNERS AND WITH EDGES TURNED TO RECEIVE TRIM. COVERS SAME GAUGE AS BOX AND SCREW FASTENED. BOXES OVER 864 SQUARE INCHES SHALL BE SECTIONALIZED. BOXES FACTORY FABRICATED FROM GALVANIZED STEEL TO PREVENT CORROSION.

D. WIREWAY

1. UL LISTED; SIZED INDICATED OR REQUIRED; HINGED COVER, SECURED WITH CAPTIVE SCREWS; COMPLETE WITH ALL REQUIRED FITTINGS, COUPLINGS, HANGERS AND ACCESSORIES.
2. CORROSION RESISTANT PRIMER AND ANSI GRAY EPOXY PAINT FINISH. CORROSION RESISTANT BOLTS OR SCREWS. SCREWS OR BOLTS INSTALLED TOWARD THE INSIDE FITTED WITH SPRING NUTS OR OTHERWISE PREVENTED FROM DAMAGING CONDUCTOR INSULATION.

E. PULL WIRES

1. PROVIDE A NYLON POLYETHYLENE CORD, WITH A TENSILE STRENGTH OF NOT LESS THAN 200 POUNDS, EXCEPT AS SPECIFIED OTHERWISE, IN EACH EMPTY CONDUIT TO FACILITATE THE FUTURE INSTALLATION OF CONDUCTORS. INCORPORATE PLASTIC TAGS FOR IDENTIFICATION.

F. CONDUCTORS

1. CONDUCTORS SHALL BE 98% CONDUCTIVITY SOFT DRAWN ANNEALED COPPER, 600 VOLT, THIN INSULATION, #10 AND SMALLER - SOLID, #8 AND LARGER - STRANDED. MAKE ALL CONNECTIONS WITH SOLDERLESS INSULATED CONNECTORS EQUAL TO SCOTCHLOCK FOR NO. 8 AWG AND SMALLER. CONDUCTORS NO. 6 AWG AND LARGER SHALL BE SPLICED UTILIZING COPPER BOLT CLAMP-TYPE CONNECTOR OR HYDRAULICALLY CRIMPED COPPER CRIMP CONNECTORS. CONNECTORS SHALL BE UL APPROVED FOR THE APPLICATION IN WHICH THEY ARE USED.
2. ROMEX AND "BX" CABLE SHALL NOT BE PERMITTED. "MC" MAY BE USED AS PERMITTED BY LANDLORD AND CITY. (SEE ALSO III.E.4)
3. NO CONDUCTORS SHALL BE SMALLER THAN NO. 12, EXCEPT FOR SIGNAL OR CONTROL CIRCUITS AND FOR INDIVIDUAL LIGHTING FIXTURE TAPS AS PERMITTED BY NEC.

G. WIRING DEVICES, COVER PLATES AND ACCESSORIES

1. PROVIDE WIRING DEVICES AND ASSOCIATED ACCESSORIES OF SPECIFICATION GRADE. DEVICE OF LEVITON, HUBBELL OR PASS & SEYMOUR ARE ACCEPTABLE, BUT SUBMIT FOR REVIEW A COMPLETE LIST OF ANY SUBSTITUTES OFFERED FOR THOSE SPECIFIED.
2. COLOR OF WALL SWITCHES, RECEPTACLES AND FACEPLATES: AS SPECIFIED OR SELECTED BY ARCHITECT.
3. WHERE LIGHTING CIRCUITS ARE SHOWN TO BE LINE VOLTAGE SWITCHED, PROVIDE WITH SPECIFICATION GRADE, HORSEPOWER RATED, UL LISTED, BACK- AND SIDE-WIRED, TOGGLE SWITCHES RATED 20-AMP, 120 VOLTS OR 277 VOLTS. SWITCHES SHALL BE SPST, DPST, 3-WAY OR 4-WAY, WITH OR WITHOUT PILOT LIGHT, AS INDICATED ON THE DRAWINGS EQUIVALENT TO PASS & SEYMOUR 20ACT-1 SERIES.
4. RECEPTACLES
 - a. STANDARD WALL RECEPTACLES SHALL BE SPECIFICATION GRADE, RATED 20-AMP, 120-VOLT, 2 POLE, 3-WIRE, GROUNDING TYPE, SIDE-WIRED, NEMA 5-20R.
 - b. SPECIAL PURPOSE RECEPTACLES SHALL BE SPECIFICATION GRADE DEVICES FOR THE NEMA CONFIGURATIONS SCHEDULED OR INDICATED ON THE DRAWINGS.
 - c. GROUND FAULT CIRCUIT INTERRUPTER RECEPTACLES SHALL BE 20 AMP, 120 VOLT, 2 POLE, 3-WIRE, NEMA 5-20R.
5. MAINTAIN GROUNDING CONTINUITY BETWEEN DEVICES AND METALLIC RACEWAY SYSTEM IN ADDITION TO GREEN EQUIPMENT GROUNDING CONDUCTOR RUN WITH CIRCUIT CONDUCTORS AS INDICATED BY CONTRACT DOCUMENTS.

H. OVERCURRENT PROTECTIVE DEVICES

1. MOLDED CASE CIRCUIT BREAKERS

- a. ONE, TWO OR THREE POLE WITH RATINGS INDICATED ON THE DRAWINGS; (STANDARD) OR (HIGH INTERRUPTING) CONSTRUCTION AS REQUIRED BY THE SHORT CIRCUIT RATINGS INDICATED ON THE DRAWINGS.
- b. QUICK-MAKE, QUICK-BREAK, CALIBRATED FOR OPERATION IN AN AMBIENT TEMPERATURE OF 40 DEG. C. TRIP INDICATION BY HANDLE POSITION, TRIP-FREE. TWO AND THREE POLE BREAKERS: COMMON TRIP WITH SINGLE OPERATING HANDLE WITHOUT HANDLE TIES, PERMANENT TRIP UNIT CONTAINING INDIVIDUAL THERMAL AND MAGNETIC TRIP ELEMENTS IN EACH POLE. FRAME SIZES GREATER THAN 100 AMPERES: VARIABLE MAGNETIC TRIP ELEMENTS WHICH ARE SET BY A SINGLE ADJUSTMENT.
- c. REMOVABLE LUGS, UL LISTED FOR COPPER AND ALUMINUM CONDUCTORS. LISTED FOR INSTALLATION OF MECHANICAL OR COMPRESSION TYPE LUGS.

I. DISCONNECT SWITCHES

1. AS MANUFACTURED BY SQUARE D.

2. FUSIBLE/NON-FUSIBLE SWITCHES

- a. ALL SWITCHES: HEAVY DUTY TYPE; UL LISTED AND MEET LATEST NEMA STANDARDS KS-1; HORSEPOWER RATED; QUICK-MAKE, QUICK-BREAK; VISIBLE BLADES IN "OFF" POSITION; REMOVABLE ARC SUPPRESSORS; LUGS FRONT REMOVABLE AND UL LISTED FOR 75C ALUMINUM OR COPPER WIRE; OPERATING HANDLE IN CONTROL OF SWITCH WITH DOOR OPEN AND CLOSED; HANDLE POSITION CLEARLY INDICATE "ON" AND "OFF" POSITIONS; PROVISIONS FOR PADLOCKING IN "OFF" POSITION.
- b. ENCLOSURES: NEMA 1 OR NEMA 3R, AS INDICATED ON DRAWINGS; CLEAN STEEL, GALVANIZED AFTER FORMING, PRIMED AND GREY BAKED ENAMEL FINISHED; NEMA 1 COVERS ON PIN TYPE HINGES; NEMA 3R COVERS SECURABLE IN THE OPEN POSITION. INTERCHANGEABLE BOLT-ON THREADED HUBS ON NEMA 3R SWITCHES THRU 200 AMPERE.

J. LIGHTING FIXTURES

1. INSURE EACH LIGHTING FIXTURE HAS AN OPERATING SET OF LAMPS EQUAL TO EXISTING OR OF THE TYPES SHOWN ON THE DRAWINGS AND/OR SPECIFIED HEREIN. LAMPS SHALL BE MANUFACTURED BY GENERAL ELECTRIC, PHILLIPS, OR PENNSYLVANIA, EXCEPT WHERE SCHEDULED OTHERWISE.
2. PROVIDE LIGHTING FIXTURES COMPLETE WITH LAMPS, BALLASTS, AND OTHER REQUIRED APPURTENANCES FOR EACH LIGHTING OUTLET SHOWN ON THE DRAWINGS. LIGHT FIXTURES SHALL BE AS DESCRIBED IN THE "LIGHTING FIXTURE SCHEDULE". EACH UNIT SHALL BE FURNISHED WITH ALL MOUNTING AND TRIM ACCESSORIES TO SUIT THE SPECIFIC SERVICES APPLIED. FINISHES SHALL BE FACTORY-STANDARD, EXCEPT WHERE SCHEDULED OTHERWISE.
3. PROVIDE LIGHTING FIXTURES IN ACCORDANCE WITH THE DESIGNATIONS AND DESCRIPTIONS ON THE DRAWINGS.
4. LIGHTING FIXTURES SHALL BE UL LABELED.

K. GROUNDING

1. GROUNDING CONDUCTORS SHALL BE ANNEALED COPPER CABLES OF THE SIZES INDICATED OR REQUIRED.
2. A "GREEN WIRE" EQUIPMENT GROUNDING CONDUCTOR SHALL BE INSTALLED WITHIN EACH FEEDER AND BRANCH CIRCUIT RACEWAY, WHETHER METALLIC OR NON-METALLIC, TO FORM A COMPLETE AND CONTINUOUS GROUNDING PATH. CONNECT GROUNDING CONDUCTORS TO GROUND TERMINALS AT EACH END OF THE RUN.

L. PANELBOARDS

1. MANUFACTURERS: SQUARE D OR EQUAL.
2. MATERIALS AND COMPONENTS:
 - a. INSTALL IN ACCORDANCE WITH THE MANUFACTURER'S INSTRUCTIONS, THE APPLICABLE REQUIREMENTS OF NEC, AND IN ACCORDANCE WITH RECOGNIZED INDUSTRY PRACTICES TO ENSURE THAT PRODUCTS SERVE THE INTENDED FUNCTION.
 - b. INSTALL PANELBOARD INTERIOR BUSES AND HARDWARE INSIDE ENCLOSURE.
 - c. CONNECT PANELBOARD FEEDER, BRANCH CIRCUITS, AND ALL GROUNDING CONDUCTOR PROVISIONS FOR FUTURE ADDITION OF BREAKERS SO THAT NO ADDITIONAL CONNECTORS WILL BE REQUIRED. USE COMMON TRIP IN ALL MULTI-POLE BREAKERS.
 - d. RATE EACH PANELBOARD AS A COMPLETE UNIT EQUAL TO OR GREATER THAN THE INTEGRATED EQUIPMENT RATING SHOWN IN THE PANELBOARD SCHEDULES OR AS REQUIRED TO EXCEED AVAILABLE FAULT CURRENT. OBTAIN FAULT CURRENT FROM THE LOCAL ELECTRIC UTILITY COMPANY AND ORDER PANELS ACCORDINGLY TO COMPLY WITH NEC ARTICLES 110-9 AND 110-10. FULLY RATED SYSTEM SHALL BE UTILIZED.
 - e. FURNISH QUICK MAKE; QUICK BREAK BRANCH BREAKER TYPES WITH INTERRUPTING RATINGS AS REQUIRED.
 - f. PROVIDE DISTRIBUTED PHASE SEQUENCE TYPE BUSSING MADE OF HARD DRAWN COPPER OF 98% CONDUCTIVITY.
 - g. INSTALL IDENTIFICATION LABELS.
 - h. CONSTRUCT PANELBOARD INTERIOR ASSEMBLY FOR DEAD FRONT WHEN PANELBOARD FRONT IS REMOVED. PROVIDE BARRIERS FOR MAIN LUGS, BREAKERS AND END OF BUS STRUCTURE.
3. BRANCH CIRCUIT PANELBOARDS (400 AMPS AND SMALLER)
 - a. LIGHTING AND APPLIANCE BRANCH CIRCUIT PANELBOARDS: CIRCUIT BREAKER TYPE.
 - b. ENCLOSURE: TYPE 1, UNLESS INDICATED OTHERWISE.
 - c. PROVIDE INSULATED NEUTRAL BUS AND SEPARATE COPPER GROUNDING BUS BONDED TO ENCLOSURE.
 - d. MOLDED CASE CIRCUIT BREAKERS: BOLT-ON TYPE THERMAL MAGNETIC TRIP CIRCUIT BREAKERS, WITH COMMON TRIP HANDLE FOR ALL POLES. PROVIDE CIRCUIT BREAKERS UL LISTED AS TYPE SWD FOR LIGHTING CIRCUITS. PROVIDE UL CLASS A GROUND FAULT INTERRUPTER CIRCUIT BREAKERS WHERE SCHEDULED. PROVIDE HACR TYPE CIRCUIT BREAKER WHERE SHOWN TO SERVE HVAC EQUIPMENT.
 - e. SEQUENCE PHASE ALL ADJACENT BREAKERS. ALL CIRCUIT BREAKER CONNECTION STRAPS SHALL BE RATED AT 100 AMPERES MINIMUM.

III. EXECUTION

A. INSTALLATION OF BUILDING CONDUIT

1. ALL ABOVE GRADE RACEWAYS SHALL BE THREADED RIGID METAL CONDUIT OR THREADED INTERMEDIATE METAL CONDUIT WHERE INSTALLED EXPOSED IN EQUIPMENT ROOMS, IN DAMP OR WET LOCATIONS.
2. CONDUITS SHALL BE OF SUCH SIZE AND SO INSTALLED THAT THE CONDUCTORS MAY BE DRAWN THROUGH WITHOUT INJURY OR EXCESSIVE STRAIN. SHALL BE SECURED AT CABINETS AND BOXES WITH GALVANIZED LOCKNUTS, BOTH INSIDE AND OUTSIDE, AND SHALL HAVE APPROPRIATE BUSHINGS INSIDE. BUSHINGS SHALL BE INSULATING TYPE WITH BOND GROUND CLAMPS.
3. THREADED CONDUITS SHALL BE REAMED AFTER THREADING, AND SHALL BE KEPT TIGHTLY CLOSED AT EACH END, AND SHALL BE KEPT IN DRY LOCATIONS DURING CONSTRUCTION. CONDUITS SHALL BE SWABBED OUT BEFORE CONDUCTORS ARE PULLED.
4. CONDUITS LARGER THAN 1 INCH SHALL NOT BE RUN HORIZONTALLY WITHIN ANY FLOOR SLAB. WHERE FLOOR SLAB CONSTRUCTION IS NOT MORE THAN 2-1/2" INCHES THICK, NO HORIZONTAL CONDUITS SHALL BE RUN. WHERE IT IS REQUIRED FOR A LARGE NUMBER OF CONDUITS ROUTED HORIZONTALLY WITHIN SLAB TO BE STUBBED UP AT A SINGLE LOCATION, CONDUITS SHALL BE SEPARATED BY AT LEAST 4 INCHES.
5. USE LENGTHS OF FLEXIBLE METAL CONDUIT NOT LESS THAN 12 INCHES LONG AT FINAL CONNECTIONS TO ALL MOTORS, BOILERS, TRANSFORMERS AND SIMILAR DEVICES SUBJECT TO MOVEMENT BECAUSE OF VIBRATION OR MECHANICAL ADJUSTMENT. USE FLEXIBLE METAL CONDUITS TO EFFECT FINAL CONNECTIONS TO RECESSED LIGHTING FIXTURES. USE LIQUID TIGHT FLEXIBLE METAL CONDUIT, WITH APPROPRIATE CONNECTIONS, IN DAMP OR WET LOCATIONS, IN MECHANICAL EQUIPMENT ROOMS, AT MOTOR OR EQUIPMENT LOCATIONS, AT OR NEAR PUMPS, AND WHEN INSTALLED OUTDOORS.
6. GROUND METALLIC CONDUITS AS REQUIRED BY NEC.
7. INSTALL RACEWAYS CONTINUOUS FROM OUTLET TO OUTLET BOX, OR CABINET, WITH A MAXIMUM OF 100 FEET BETWEEN PULLS.
8. WHEREVER RACEWAYS PASS THROUGH FLOORS, WALLS, PENETRATIONS, OR OTHER PARTITIONS, CAREFULLY FILL ANY SPACE BETWEEN THE OUTSIDE OF THE RACEWAY AND THE BUILDING MATERIAL TO PREVENT PASSAGE OF AIR, WATER, SMOKE, AND FUMES. FILLING MATERIAL SHALL BE A UL LISTED, INTUMESCENT SEALING HAVING FIRE/SMOKE RESISTIVE RATING EQUAL TO THE BUILDING MATERIAL PENETRATED.

B. INSTALLATION OF PULL AND JUNCTION BOXES

1. FASTEN ALL BOXES SECURELY TO THE BUILDING CONSTRUCTION, INDEPENDENT OF CONDUIT SYSTEMS.
2. ON CONCEALED CONDUIT SYSTEMS WHERE BOXES ARE NOT OTHERWISE ACCESSIBLE, SET BOXES FLUSH WITH FINISHED SURFACES FOR ACCESS, AND PROVIDE OVERLAPPING COVERS.

C. INSTALLATION OF OUTLET BOXES

1. TERMINATE CONDUITS AT A METAL OUTLET BOX AT EACH OUTLET OR DEVICE. ALL BOXES SHALL CONFORM TO THE NEC.
2. EXCEPT FOR OUTLET BOXES SUPPORTED BY TWO OR MORE RIGID CONDUITS OR IMC IN THREADED HUBS, OUTLET BOXES SHALL BE SUPPORTED INDEPENDENT OF THE CONDUIT SYSTEM PER NEC.

D. INSTALLATION OF CONDUIT HANGERS AND SUPPORTS

1. FURNISH AND INSTALL ALL HANGERS AND SUPPORTS REQUIRED BY RACEWAY SYSTEMS.
2. SUPPORT ALL ABOVE-GROUND ELECTRICAL CONDUITS FROM THE BUILDING CONSTRUCTION. SUPPORT CONDUITS RUNNING VERTICALLY OR HORIZONTALLY ALONG WALLS WITH GALVANIZED MALLEABLE IRON ONE-HOLD CLAMPS. CARRY INDIVIDUALLY SUPPORTED HORIZONTAL CONDUITS 1-1/4 INCH AND LARGER ON KINDORF NO. 150 OR STEEL CITY NO. C-149 HANGERS.
3. LOCATE HANGERS AND TRAPEZES TO SUPPORT HORIZONTAL RACEWAYS WITHOUT APPRECIABLE SAGGING. HANGER SPACING SHALL NOT EXCEED NEC REQUIREMENTS, OR RECOMMENDATIONS OF THE NECA "STANDARD OF INSTALLATION".

E. INSTALLATION OF CONDUCTORS

1. PULL NO CONDUCTORS INTO CONDUITS UNTIL ALL WORK OF A NATURE WHICH MAY CAUSE INJURY TO CONDUCTORS IS COMPLETED. BEFORE ANY WIRE IS PULLED INTO ANY CONDUIT, SWAB THE CONDUIT TO REMOVE ALL FOREIGN MATERIAL.
2. RUN FEEDERS IN CONTINUOUS PIECES, WITHOUT JOINTS OR SPLICES, INSOFAR AS PRACTICABLE.
3. TYPE MC METAL CLAD CABLES MAY BE INSTALLED IN WALLS AND CEILINGS IN CONFORMANCE WITH THE REQUIREMENTS OF NEC 334, LOCAL CODE AND LANDLORD STANDARD AND SHALL BE INSTALLED IN A WORKMANLIKE MANNER. TYPE MC CABLE SHALL BE USED ONLY FOR BRANCH CIRCUIT TERMINATIONS TO LIGHTING, RECEPTACLES, AND VIBRATING EQUIPMENT. THE MC CABLE SHALL NOT BE UTILIZED WITHIN ELECTRICAL EQUIPMENT ROOMS. CABLE SHALL BE LIMITED TO SIX FEET IN LENGTH.

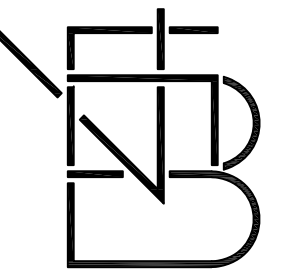
F. INSTALLATION OF PANELBOARDS

1. INSTALL IN ACCORDANCE WITH THE MANUFACTURERS INSTRUCTIONS, THE APPLICABLE REQUIREMENTS OF NEC, AND IN ACCORDANCE WITH RECOGNIZED INDUSTRY PRACTICES TO ENSURE THAT PRODUCTS SERVE THE INTENDED FUNCTION.
2. INSTALL PANELBOARDS NOT MORE THAN 78" FROM FLOOR TO THE TOP SWITCH OR BREAKER-OPERATING HANDLE.
3. CONNECT BRANCH CIRCUITS AND ALL GROUNDING CONDUCTORS.
4. IDENTIFY ALL BRANCH CIRCUITS, TYPEWRITTEN, IN A REVISED CIRCUIT DIRECTORY, INCLUDING EXISTING CIRCUITING INFORMATION.

G. SHOP DRAWING SUBMITTALS

1. BEFORE SUBMITTING SHOP DRAWINGS AND MATERIAL LISTS, THE CONTRACTOR SHALL VERIFY THAT ALL EQUIPMENT SUBMITTED IS MUTUALLY COMPATIBLE AND SUITABLE FOR THE INTENDED USE. HE SHALL VERIFY THAT ALL EQUIPMENT WILL FIT THE AVAILABLE SPACE AND ALLOW AMPLE ROOM FOR MAINTENANCE. IF THE SIZE OF EQUIPMENT FURNISHED MAKES NECESSARY ANY CHANGE IN LOCATION, OR CONFIGURATION, THE CONTRACTOR SHALL SUBMIT A SHOP DRAWING SHOWING THE PROPOSED LAYOUT.
2. ALL SHOP DRAWINGS PREPARED BY MANUFACTURERS MUST BE PRE-CHECKED BY THE CONTRACTOR, MUST BEAR THE CONTRACTORS STAMP OF APPROVAL AND DATE, AND MUST INDICATE THE PROJECT NAME AND SPECIFICATION PARAGRAPH UNDER WHICH SUBMITTED.
3. SHOP DRAWINGS SHALL BE SUBMITTED BUT NOT LIMITED TO FOR ALL LIGHT FIXTURES, ELECTRICAL SWITCHGEAR (PANELBOARDS, DISCONNECT SWITCHES, MOTOR STARTERS, ETC.), WIRING DEVICES (SWITCHES, RECEPTACLES, ETC.), BOXES, CONDUIT, CONDUCTORS, TRANSFORMER, AND CONTACTOR.
- H. CONTRACTOR SHALL KEEP A CLEAN SET OF DRAWINGS ON THE JOB, NOTING DAILY ALL CHANGES MADE IN THESE DRAWINGS IN CONNECTION WITH THE FINAL INSTALLATION INCLUDING EXACT DIMENSIONED LOCATIONS OF ALL NEW AND UNCOVERED EXISTING UTILITIES AND SHALL, WITH HIS REQUEST FOR FINAL PAYMENT, TURN OVER A CLEAN, NEATLY MARKED SET OF REPRODUCIBLE DRAWINGS SHOWING "AS INSTALLED" WORK TO CONSTRUCTION MANAGER FOR SUBSEQUENT REVIEW AND TRANSMITTAL TO THE OWNER. CONTRACTOR SHALL NOTE ALL CONSTRUCTION CHANGES, DATE EACH SHEET AND LABEL "AS-BUILTS" IN THE REVISION BLOCK ON THE DRAWINGS.

END OF ELECTRICAL SPECIFICATIONS



NSBRANCH ARCHITECTS

1920 MCKINNEY AVE STE 700
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FIRM REG. NO. BR-3247



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9/30/25

NEI DEVELOPMENT
202 W. CENTER ST. SUITE 103
COFFEE SHOP
DUNCANVILLE, TX 75116

PROJECT NO. 2024.311

REV	DESCRIPTION	DATE

ISSUE

100% CD

ISSUE DATE

SEPTEMBER 30, 2025

ELECTRICAL SPECIFICATIONS

E501

MECHANICAL DUCTWORK & INSULATION SCHEDULE			
SERVICE	DUCT TYPE	INSULATION TYPE	INSULATION THICKNESS
ALL LOW PRESSURE CONSTANT VOLUME SUPPLY AIR DUCTS FROM AIR HANDLER OR PACKAGED UNIT	ROUND OR RECTANGULAR AS INDICATED ON PLANS	FIBERGLASS WRAP	2" WRAP, R-VALUE = 6.0
ALL LOW PRESSURE CONSTANT VOLUME RETURN AIR DUCTS FROM AIR HANDLER OR PACKAGED UNIT	ROUND OR RECTANGULAR AS INDICATED ON PLANS	FIBERGLASS WRAP	2" WRAP, R-VALUE = 6.0
ALL RUNOUTS TO SUPPLY DIFFUSERS AND RETURN GRILLES CONCEALED ABOVE CEILINGS.	ROUND OR RECTANGULAR AS INDICATED ON PLANS	FIBERGLASS WRAP	2" WRAP, R-VALUE = 6.0
ALL SUPPLY AIR DIFFUSERS (BACKSIDE NOT EXPOSED TO SPACE)	N/A	FIBERGLASS WRAP	2" WRAP, R-VALUE = 6.0
RESTROOM EXHAUST DUCT	ROUND OR RECTANGULAR AS INDICATED ON PLANS	FIBERGLASS WRAP OR MATTE FACED FIBERGLASS LINER	2" WRAP OR 1-1/2" LINER, R-VALUE = 6.0
GENERAL NOTE: DUCT DIMENSIONS LISTED ON DRAWINGS REPRESENT THE CLEAR AIRFLOW FREE AREAS AND DO NOT INCLUDE INSULATION, LINER OR DUAL WALL DIMENSIONS. DUCTS SHALL BE CONSTRUCTED TO INCLUDE INSULATION REQUIREMENTS AND MAINTAIN DIMENSIONS INDICATED ON PLANS.			

MECHANICAL SYMBOLS LEGEND					
SINGLE LINE	DESCRIPTION	DOUBLE LINE	SINGLE LINE	DESCRIPTION	DOUBLE LINE
	90° ELBOW DOWN			BRANCH TAKE-OFF WITH RADIUS HEEL & DAMPER	
	90° ELBOW UP			BRANCH TAKE-OFF WITH AIR EXTRACTOR	
	ROUND RADIUS ELBOW			TEE WITH SPLITTER	
	45° ELBOW			SQUARE NECK CLG. DIFFUSER	
	90° STRAIGHT ELBOW			ROUND NECK CLG. DIFFUSER	
	90° CONICAL TEE			RETURN GRILLE	
	45° BRANCH			EXHAUST GRILLE	
	45° CONICAL TEE			SUPPLY DUCT IN RISE/TOWARD	
	SIZE TRANSITION			SUPPLY DUCT IN DROP/AWAY	
	SHAPE TRANSITION			SUPPLY DUCT THRU ROOF	
	ROUND FLEXIBLE DUCT			RETURN OR O/A DUCT IN RISE	
	RECTANGULAR RADIUS ELBOW			RETURN OR O/A DUCT IN DROP OR AWAY	
	VOLUME DAMPER			RETURN OR O/A DUCT THRU ROOF	
	BRANCH RUNOUT WITH SPIN IN TAP AND LOCKING DAMPER			EXHAUST DUCT IN RISE/TOWARD	
	THERMOSTAT			EXHAUST DUCT IN DROP/AWAY	
	TEMPERATURE SENSOR			EXHAUST DUCT THRU ROOF	
ALL SYMBOLS ON THIS LIST ARE NOT NECESSARILY USED ON THIS JOB					

HVAC GENERAL NOTES

- CONTRACTOR SHALL VISIT SITE AND CAREFULLY EXAMINE EXISTING CONDITIONS PRIOR TO SUBMITTING BID. THIS DRAWING IS BASED ON VISUALLY OBSERVABLE EXISTING CONDITIONS AS OF THE TIME OF DESIGN. NO ALLOWANCE SHALL BE MADE FOR LACK OF KNOWLEDGE OF EXISTING CONDITIONS. ANY ADJUSTMENTS IN DUCTWORK AND PIPING ROUTING SHALL BE PROVIDED AT NO ADDITIONAL COST TO OWNER.
- PROVIDE A COMPLETE AND OPERATING MECHANICAL SYSTEM INCLUDING ALL INCIDENTAL ITEMS AND CONNECTIONS NECESSARY FOR PROPER OPERATION OR CUSTOMARILY INCLUDED, EVEN THOUGH EACH AND EVERY ITEM MAY NOT BE INDICATED.
- ALL WORK SHALL COMPLY WITH APPLICABLE MECHANICAL, PLUMBING, AND BUILDING CODES AND LOCAL AUTHORITIES HAVING JURISDICTION.
- THE MECHANICAL INSTALLATION SHALL BE SAFE, RELIABLE, ENERGY EFFICIENT AND EASILY MAINTAINED WITH ADEQUATE PROVISIONS ALLOWED FOR ACCESS TO EQUIPMENT.
- THE MECHANICAL SYSTEM SHALL OPERATE QUIETLY WITH NOISE LEVELS BELOW THE CRITERIA RECOMMENDED FOR THE APPLICATION BY ASHRAE. PROVIDE CORRECTIVE ACTION AS REQUIRED TO REDUCE OBJECTIONABLE NOISE OR VIBRATION.
- CONTRACTOR SHALL BE RESPONSIBLE FOR ALL CORING AND BEAM PENETRATIONS AS IT RELATES TO HIS WORK. ANY REQUIRED BEAM PENETRATIONS MUST BE COORDINATED WITH THE STRUCTURAL ENGINEER PRIOR TO BEGINNING OF WORK.
- IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THE ACTUAL LOCATION OF EXISTING STRUCTURAL MEMBERS AND COORDINATE INSTALLATION OF THE IMPROVEMENTS ACCORDINGLY.
- EXCEPT WHERE SPECIFICALLY SHOWN OR SPECIFIED OTHERWISE, EXISTING WORK IS TO REMAIN.
- CONTRACTOR SHALL COORDINATE WITH OTHER TRADES TO AVOID FIELD INTERFERENCES.
- ALL MECHANICAL EQUIPMENT SHALL BE AS SCHEDULED OR ENGINEER APPROVED EQUAL.
- OBTAIN ALL PERMITS AND PAY ALL FEES AND CHARGES TO ALL LOCAL AND OTHER RELATED AGENCIES AS REQUIRED.
- FLEXIBLE DUCT RUNOUTS TO CEILING DIFFUSERS SHALL BE AS STRAIGHT AS POSSIBLE AND FREE SAGS AND KINKS. FLEX DUCT SHALL BE THE SAME SIZE AND THE DIFFUSER NECK IT SERVES AND A MAXIMUM OF 6 FEET IN LENGTH.
- MOUNT THERMOSTATS AND TEMPERATURE SENSORS WHERE INDICATED ON PLANS AT 4'-0" AFF.
- COORDINATE GRILLE AND DIFFUSER CONNECTIONS WITH THE CEILING MOUNTED LIGHT FIXTURES AND THE REFLECTED CEILING PLAN. WHEN CONFLICTED, LIGHTS HAVE PRIORITY AND DIFFUSERS ARE TO BE LOCATED AS CLOSE AS POSSIBLE TO DRAWING LOCATION.
- ALL NEW DUCTWORK SHALL BE FABRICATED TO THE LATEST EDITION OF SMACNA.
- ALL DUCT SIZES ARE IN INCHES AND ARE CLEAR STREAM DIMENSIONS.
- ALL LOW PRESSURE SUPPLY DUCT TAPS SHALL BE EQUIPPED WITH LOCKING MANUAL VOLUME BALANCING DAMPERS FOR SYSTEM BALANCE U.N.O.
- ANY LINE VOLTAGE WIRING ASSOCIATED WITH MECHANICAL SYSTEMS SHALL BE INSTALLED BY A LICENSED ELECTRICAL CONTRACTOR IN STRICT ACCORDANCE WITH THE ELECTRICAL PLANS, NOTES AND SPECIFICATIONS.
- MECHANICAL CONTRACTOR SHALL PROVIDE AND INSTALL ALL DAMPERS WITH MOTORIZED ACTUATORS AND INSTALL SMOKE DETECTORS AND PROVIDE WIRING FOR FAN SHUT DOWN CONTROLS. COORDINATE WITH ELECTRICAL CONTRACTOR AND PROVIDE DAMPER ACTUATOR COMPATIBLE WITH ELECTRICAL WIRING PROVIDED. PROVIDE ANY WIRING OR COMPONENTS NOT PROVIDED BY THE ELECTRICAL CONTRACTOR THAT ARE REQUIRED TO PROVIDE A COMPLETE AND OPERATIONAL SYSTEM.
- IF A CENTRAL FIRE ALARM SYSTEM IS REQUIRE FOR THIS PROJECT, MECHANICAL CONTRACTOR SHALL INSTALL DUCT MOUNTED SMOKE DETECTORS PROVIDED BY THE FIRE ALARM CONTRACTOR. MECHANICAL CONTRACTOR SHALL IDENTIFY A SET OF TERMINALS FOR EQUIPMENT SHUTDOWN ON ALL FAN POWERED EQUIPMENT REQUIRING SHUTDOWN CONTROLS. FIRE ALARM CONTRACTOR SHALL WIRE FROM DUCT MOUNTED SMOKE DETECTOR TO SHUTDOWN TERMINALS TO SHUT DOWN FAN OPERATION WHEN SMOKE IS DETECTED.
- PROVIDE FIRE DAMPERS AT ALL DUCT PENETRATIONS THROUGH FIRE RATED WALLS.
- PROVIDE AND INSTALL DUCT MOUNTED HINGED ACCESS DOORS FOR ALL FIRE RATED DAMPERS NOT OTHERWISE ACCESSIBLE.
- WHERE CONDUIT, CABLES, DUCTWORK OR PIPING PASSES THROUGH FIRE-RATED FLOORS OR WALLS, THE SLEEVES SHALL BE COMPLETELY SEALED WITH A FIRE STOP MATERIAL THAT IS LISTED AND ACCEPTED BY LOCAL AUTHORITIES HAVING JURISDICTION (AHJ) AS BEING SUITABLE FOR THIS SERVICE TO MAINTAIN FIRE RATING OF THE WALL OR FLOOR.
- WHERE DUCT PASS THROUGH FIRE RATED WALLS AND NO FIRE DAMPER IS REQUIRED, PROVIDE A STEEL SLEEVE (MIN 12" LONG BY 0.60" THICK) IN EACH DUCT OPENING PER IBC 714.

DRAWING INDEX	
M101	GENERAL NOTES, SYMBOLS & COMCHECK
M201	HVAC PLAN
M301	HVAC SCHEDULES & DETAILS
M401	MECHANICAL SPECIFICATIONS
M402	MECHANICAL SPECIFICATIONS
M403	MECHANICAL SPECIFICATIONS

AHU SEQUENCE OF OPERATIONS

COORDINATE WITH OWNER TO DETERMINE OCCUPIED / UNOCCUPIED SCHEDULES.

UN-OCCUPIED MODE:

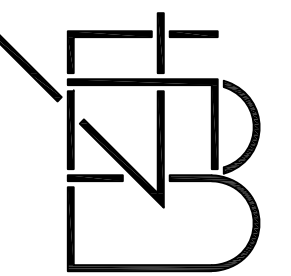
- UNIT CYCLES TO MAINTAIN SPACE TEMPERATURE.

OCCUPIED MODE:

- INDOOR FAN STARTS AND RUNS CONTINUOUSLY.
- (HEATING) OR CONDENSING UNIT (COOLING) CYCLES TO MAINTAIN SPACE SETPOINT.

SETPOINTS:
 OCCUPIED: 68°F. (HEATING) AND 72°F (COOLING).
 UN-OCCUPIED: 63°F. (HEATING) & 83°F (COOLING).

SETPOINTS SHALL BE ADJUSTABLE.



NSBRANCH
ARCHITECTS

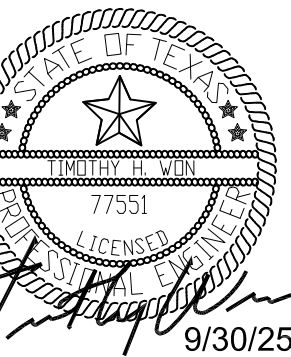
1920 MCKINNEY AVE STE 700
DALLAS, TX 75201
WWW.NSBARCH.COM

FIRM REG. NO. BR-3247



TBPE Firm Reg. No. F-7446

275 Tealwood Dr.
Coppell, Texas 75019
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E-mail: timwon@ewamep.com
Website: ewamep.com



NEI DEVELOPMENT
202 W. CENTER ST. SUITE 103
COFFEE SHOP
DUNCANVILLE, TX 75116

PROJECT NO. 2024.311

REV	DESCRIPTION	DATE

ISSUE

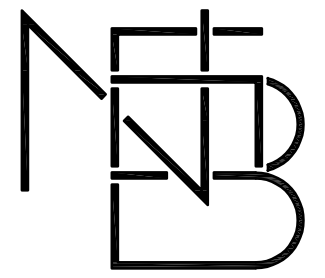
100% CD

ISSUE DATE

SEPTEMBER 30, 2025

GENERAL NOTES &
SYMBOLS

M101



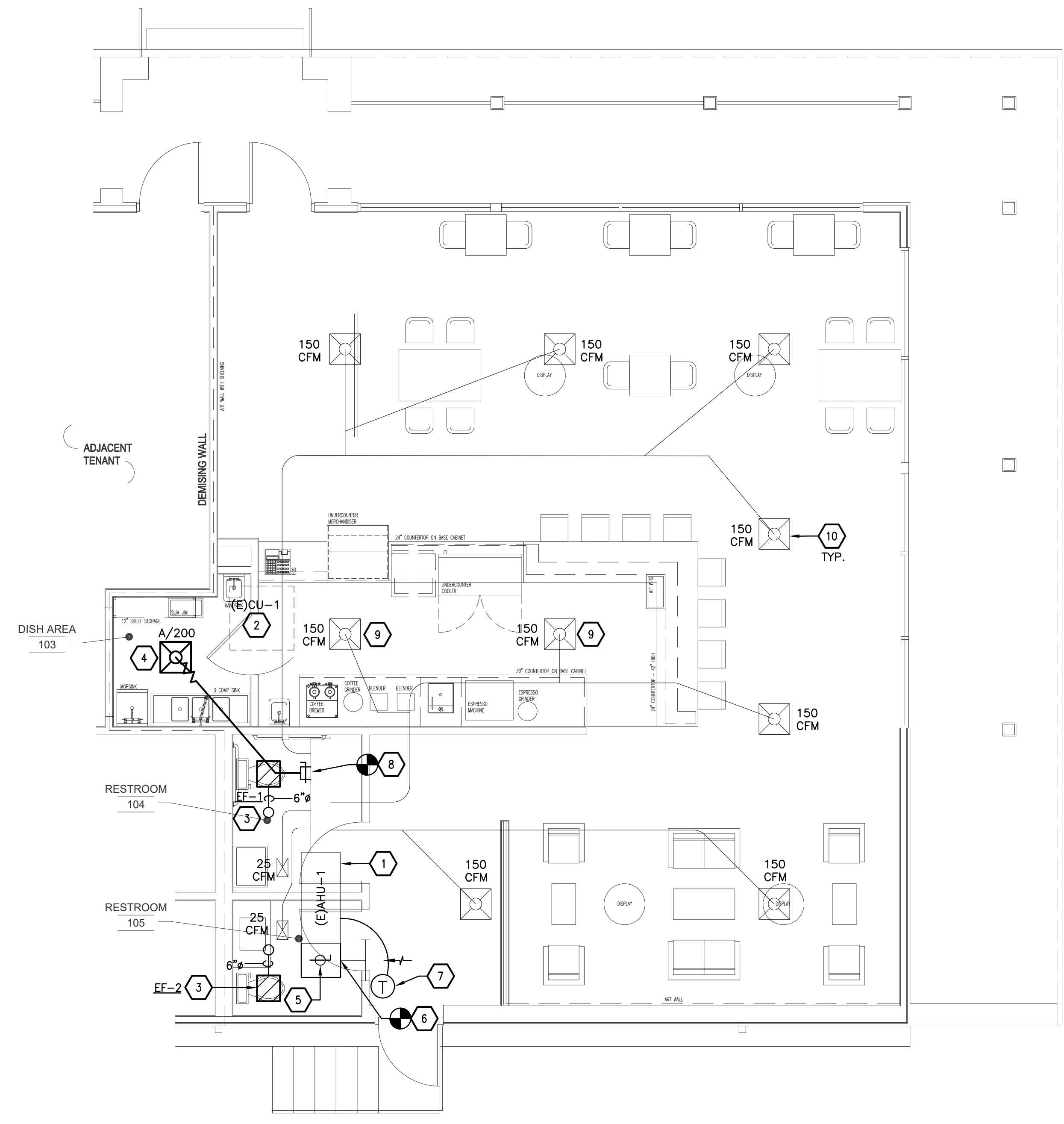
NSBRANCH ARCHITECTS

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KEY NOTES

- 1 REFERENCE M301 FOR EXISTING ELECTRIC HEAT AIR HANDLING UNIT DETAIL. UNIT TO BE FITTED WITH NEW RETURN PLENUM.
- 2 REFERENCE M301 FOR EXISTING ROOF MOUNTED CONDENSING UNIT INSTALLATION DETAIL.
- 3 REFERENCE M301 FOR EXHAUST FAN INSTALLATION DETAIL.
- 4 REFERENCE M301 FOR DIFFUSER DETAIL / DUCT RUNOUT SIZE SCHEDULE.
- 5 EXTEND 6" SHEETMETAL OUTSIDE AIR DUCT WITH MANUAL DAMPER UP THRU ROOF WITH ROOF CAP. EXTEND & OFFSET AS REQUIRED TO MAINTAIN 10' FROM EXHAUST OUTLETS.
- 6 CONNECT NEW PLENUM TO EXISTING RETURN DUCT & GRILLE.
- 7 RELOCATE EXISTING THERMOSTAT.
- 8 CONNECT NEW BRANCH TAP WITH DAMPER TO EXISTING SUPPLY DUCTWORK.
- 9 RELOCATE EXISTING SUPPLY GRILLS INTO GYP CEILING. EXTEND DUCT DOWN TO MAKE CONNECTION TO DIFFUSER.
- 10 EXISTING & NEW SUPPLY DIFFUSERS TO BE BALANCED TO AIRFLOW INDICATED.

DUCTWORK NOTE:

ALL EXISTING DUCTWORK TO REMAIN, GENERAL CONTRACTOR TO REPLACE AS REQUIRED.

MECH LINETYPE LEGEND	
LINETYPE	DESCRIPTION
	NEW EQUIPMENT
	EQUIP. ON ROOF
	SUPPLY DUCT
	RETURN / EXHAUST DUCT

01 HVAC PLAN
SCALE: 1/4" = 1'-0"

NEI DEVELOPMENT
202 W. CENTER ST. SUITE 103
COFFEE SHOP
DUNCANVILLE, TX 75116

PROJECT NO. 2024.311		
REV	DESCRIPTION	DATE
ISSUE		
100% CD		
ISSUE DATE		
SEPTEMBER 30, 2025		

HVAC PLAN

M201

REV	DESCRIPTION	DATE

ISSUE 100% CD

ISSUE DATE SEPTEMBER 30, 2025

HVAC SCHEDULES & DETAILS

M301

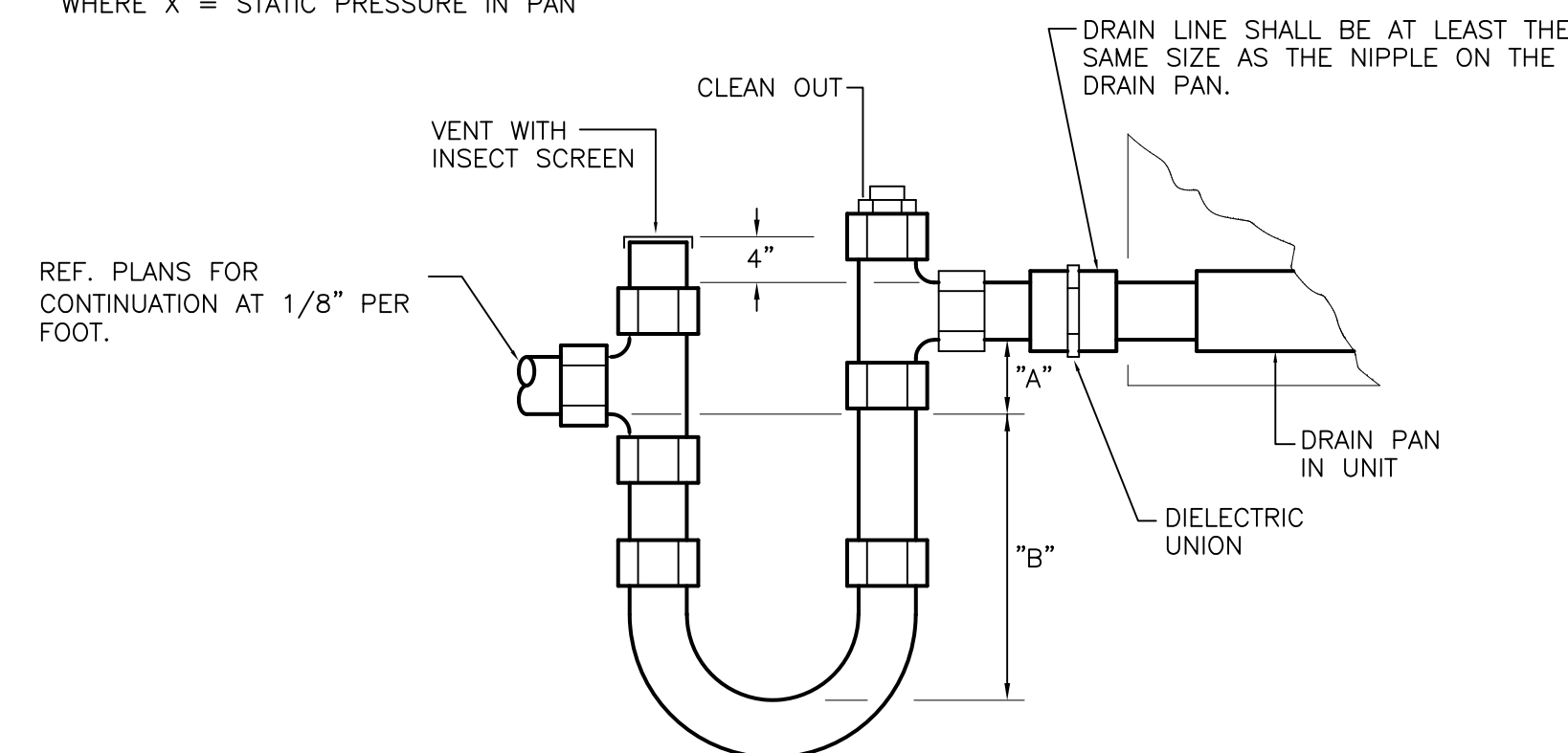
EXISTING AIR HANDLING UNIT SCHEDULE
SPLIT SYSTEM - W- ELECTRIC HEAT

TAG	AHU-1
NOMINAL TONS	4
REFRIGERANT	R-454B
INDOOR UNIT	CARRIER FJA5ANXC48
MANUF. AND MODEL	
CFM	1600
OUTSIDE AIR	190
INDOOR MOTOR HP / FLA	3/4 / 6.1
E.S.P.	1.0
VOLTS / PH	240/1
MCA	81.5
EXISTING BREAKER (A)	90
HEATING DATA	
VOLTS/PHASE	240/1
ELEC. HEAT (KW)	15 KW
OUTDOOR UNIT	
TAG	CU-1
MANUF. AND MODEL	CARRIER GA5SAN548
UNIT VOLT/PH	240/1
MCA	21.9
MOCP	50
COMPRESSOR	
NO.	1
R.L.A. (EA.)	22.4
OUTDOOR FAN	
TYPE DRIVE -	DIRECT
NO. MOTORS	1
F.L.A.	1.05
NOTES:	
	1. EXISTING TO REMAIN.
	2. INSTALL NEW RETURN PLENUM & EXTEND OUTSIDE AIR DUCT WITH DAMPER THRU ROOF.
	3. VERIFY HEATER KW.

UNIT TYPE	"A"	"B"
DRAW THRU	2" + X	X
BLOW THRU	1" MIN.	2.0X

WHERE X = STATIC PRESSURE IN PAN

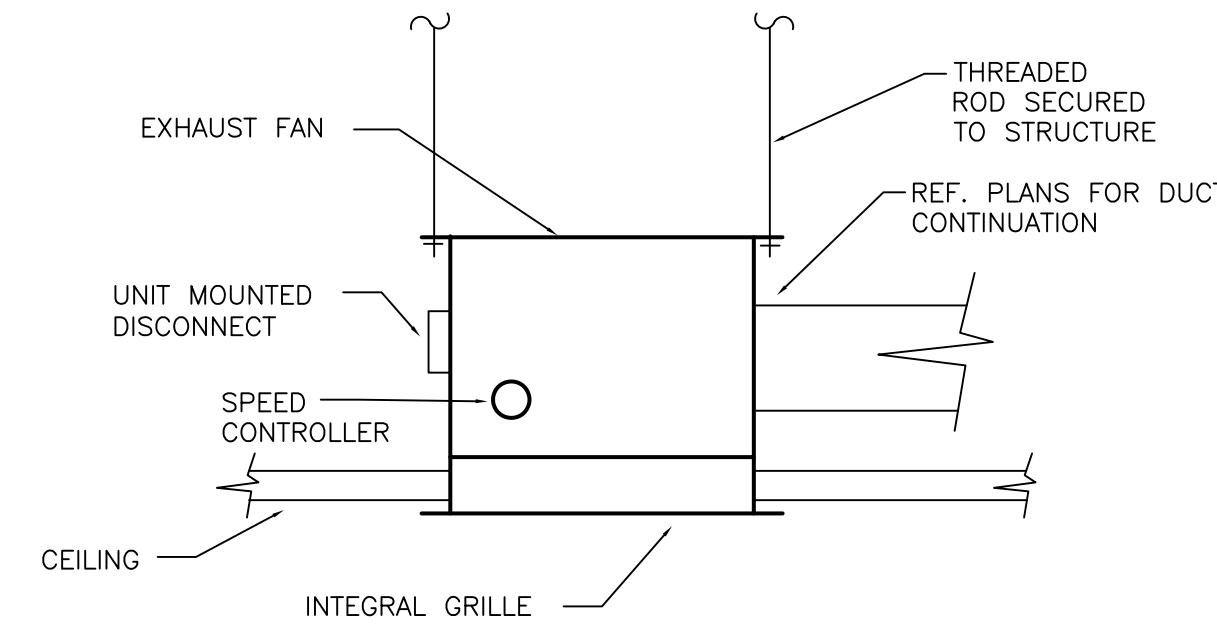
SPECIAL NOTE:
THIS OPTION APPLIES TO PRIMARY AND SECONDARY DRAINS AND SUBJECT TO REVIEW AND APPROVAL OF THE LOCAL AND STATE INSPECTION AUTHORITIES, PRIOR TO FABRICATION OR INSTALLATION.



03 COOLING CONDENSATE DRAIN DETAIL
SCALE: NONE

VENTILATION AIR REQUIREMENTS

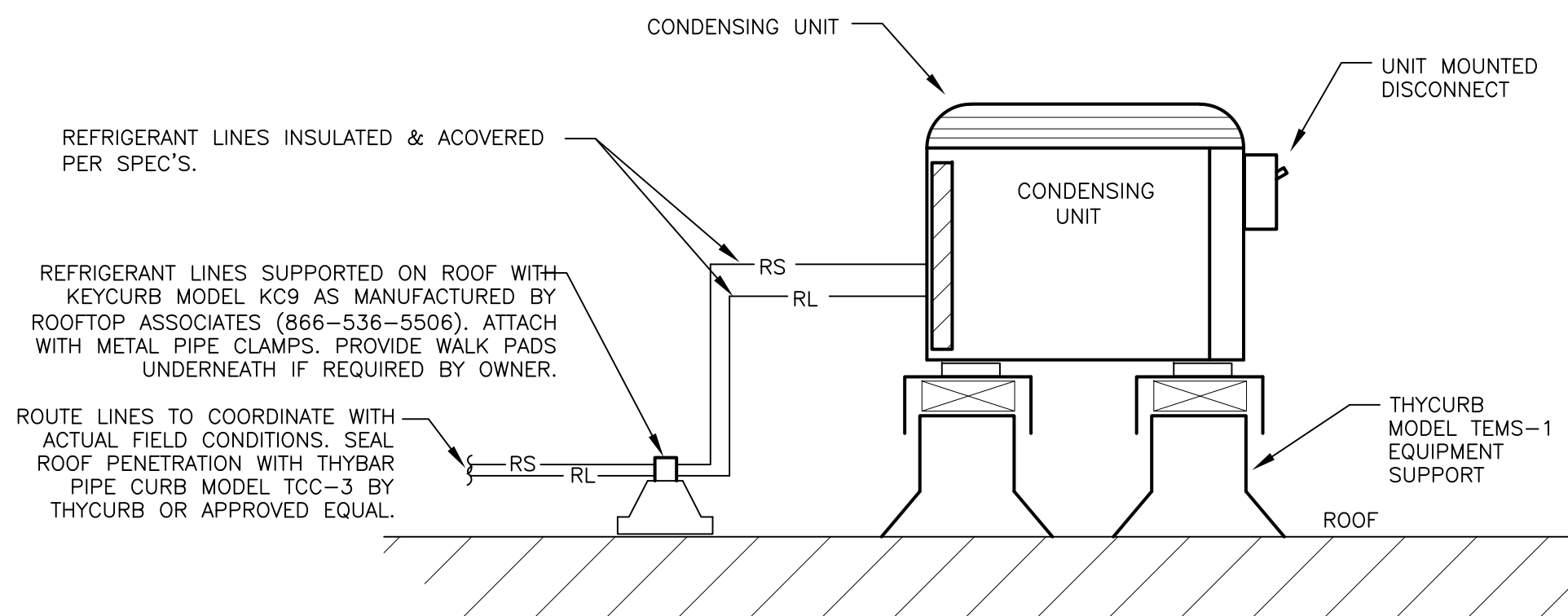
SPACE TYPE	DINING
SQ. FOOTAGE	530
OCCUPANCY (OCC./1000 SF) / (TOTAL OCC.)	70/37
AREA VENTILATION REQUIREMENTS (CFM/SF) / (TOT CFM.)	0.18/95
OCC. VENTILATION REQUIREMENTS (CFM/PERS) / (TOT CFM)	7.5/278
AREA (CFM) + OCC (CFM) =	95 + 278
TOTAL REQUIRED VENTILATION AIR	373
DESIGN VENTILATION AIR	380
EXHAUST AIRFLOW RATE (CFM/SF)	--
TOTAL MINIMUM REQUIRED EXHAUST	--
DESIGN EXHAUST	--
NOTES:	
	1. PER IMC 2015.



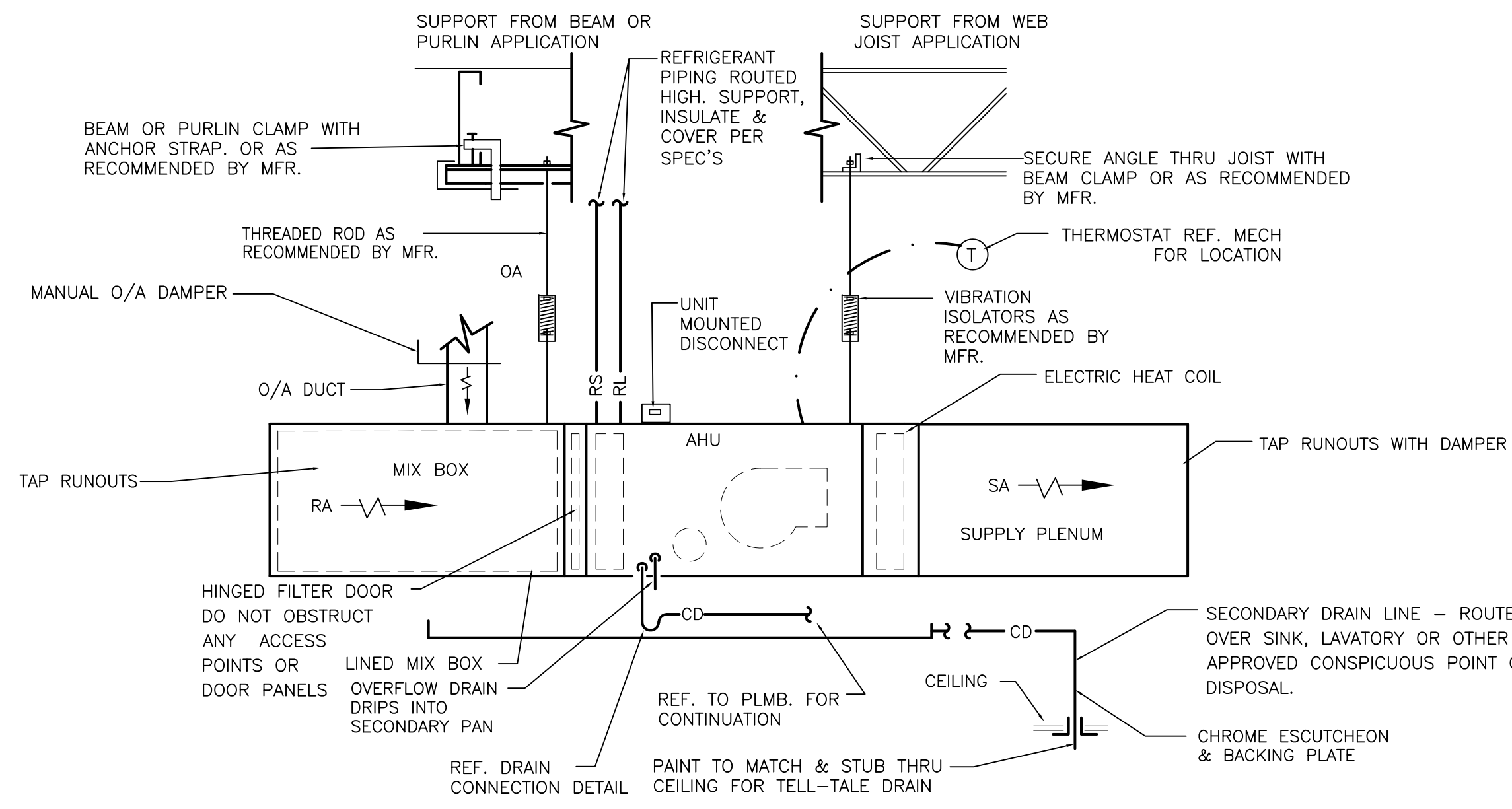
01 CEILING MOUNTED EXHAUST FAN DETAIL
SCALE: NONE

EXHAUST FAN SCHEDULE

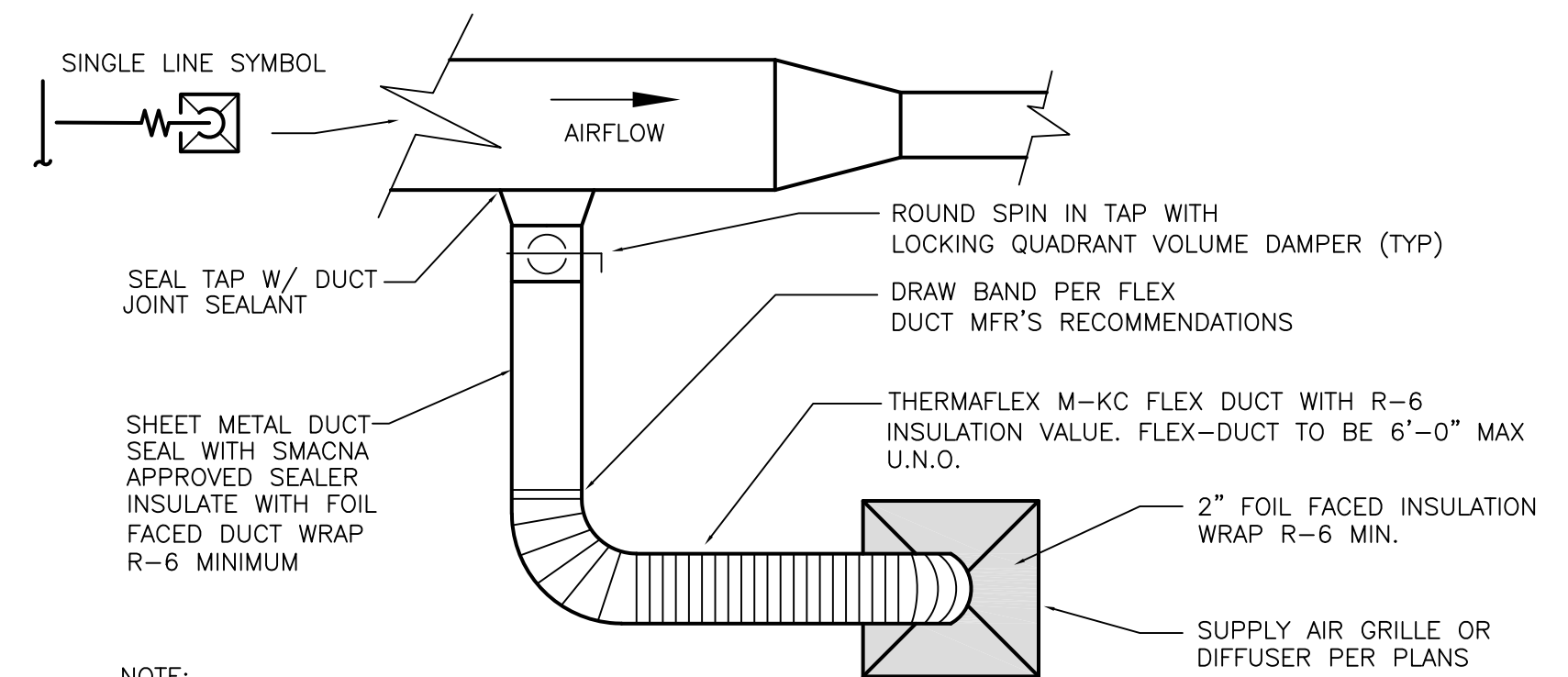
FAN UNIT TAG (EF-)	EF-1, EF-2
MANUF.	GREENHECK
MODEL	SP-B80
ROOM SERVED	RESTROOM/MECH
FAN	
CFM	75
S.P. (IN. W.G.)	0.05
RPM	950
FLA (A)	1.15
MOTOR	
VOLTS / PH	115/1
POWER	20 W
INSTALLATION TYPE	CEILING MOUNTED
NOTES:	1,2,3
NOTES:	
	1. PROVIDE WITH DISCONNECT.
	2. PROVIDE WITH ROOF CAP.
	3. FAN TO BE CONTROLLED BY WALL SWITCH.



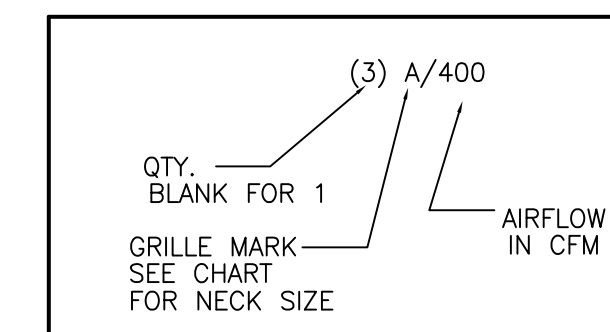
02 ROOF MOUNTED CONDENSING UNIT DETAIL
SCALE: NONE



04 AHU INSTALLATION DETAIL
SCALE: NONE



DIFFUSER LEGEND



DIFFUSER NECK / RUNOUT SIZES

SQUARE NECK SIZE	ROUND NECK SIZE	CFM RANGE
6x6	6"ø	0-100 CFM
9x9	8"ø	101-240 CFM
12x12	10"ø	241-400 CFM
15x15	12"ø	401-650 CFM
18x18	14"ø	651-900 CFM

05 DIFFUSER CONNECTION DETAIL
SCALE: NONE

SECTION 15010 – BASIC MECHANICAL REQUIREMENTS

PART 1 – GENERAL

1.1 DESCRIPTION OF WORK

- A. This Project shall include general administrative and procedural requirements for the installation of mechanical systems.
B. When used in these specifications the term "Provide" is defined to mean to "furnish and install" materials, equipment, etc.

1.2 APPLICABLE STANDARDS

- A. Applicability of Standards: Except where the Contract Documents include more stringent requirements, applicable construction industry standards have the same force and effect as if bound or copied directly into the Contract Documents.
B. Conflicting Requirements: Where compliance with two or more standards is specified, and the standards establish different or conflicting requirements for minimum quantities or quality levels, refer requirements that are different, but apparently equal, and uncertainties to the Architect for a decision before proceeding.
C. Publication Dates: Where the date of issue of a referenced standard is not specified, comply with the standard in effect as of date of Contract Documents.
D. Comply with the requirements of applicable local plumbing, mechanical, fire protection, and building codes.

1.3 CONSTRUCTION PERMITS AND INSPECTIONS

- A. Contractor shall file for and obtain all required permits and licenses, and pay all related inspection and permitting fees, as required for the execution of the contract. Arrange for necessary inspections required by City, County, State and other Authorities Having Jurisdiction in a timely manner and as required over the complete course of construction. Deliver inspection certificates and written approval notices to the Owner at contract closeout. These items and systems deemed critical or required to obtain a completed Certificate of Occupancy shall take priority over non-critical items.

1.4 WORKMANSHIP AND QUALIFICATIONS

- A. All equipment, materials, specialties, etc., shall be installed and connected in accordance with the best engineering practice and standards for this type work. Unless otherwise specified or shown on the Drawings, the recommendations and instructions of the manufacturer shall be followed for installing the work.

1.5 SUBMITTALS

- A. Prior to the performance of any work or installation of any materials, obtain approval from the Architect by submitting shop drawings and data sheets.
B. Submittal of shop drawings, product data, and samples will be accepted only when submitted by the Contractor. Data submitted from subcontractors and material suppliers directly to the engineer of record will not be processed.
C. Any item with a tag number must be submitted for review. Submittals shall provide all pertinent data and information necessary to evaluate each item. In addition to the requirements outlined in the Division 1 sections and specific division 15 sections, all submittals must indicate the applicable specification section number and equipment tag number.
D. Architect's review of shop drawings does not release Contractor from responsibility of coordinating his work at jobsite and taking field measurements. In cases where interferences become apparent, the Contractor shall notify Architect so that such interferences may be resolved prior to proceeding with shop work. No claim will be allowed for work that might have to be moved or replaced based on a claim that work was placed in accordance with dimensions shown on an approved shop drawing.

1.6 CONSTRUCTION DOCUMENTS

- A. The drawings for mechanical work are in part diagrammatic, intended to convey the scope of work and indicate general arrangement and approximate sizes and locations of equipment and materials. Where job conditions require reasonable changes in indicated locations and arrangement, the contractor shall make such changes as directed by the engineer, without additional cost to the Owner.
B. Because of the scale of the drawings, certain basic items such as pipe fittings, access panels, sleeves, etc. may not be shown; but where such items are required by the nature of the work, they shall be furnished and installed. Rough-in dimensions and locations shall be verified with the supplier of all equipment furnished by other trades, or by the owner, prior to the time of rough-in.
C. Equipment specifications may not deal individually with minute items required such as components, part, controls and devices which may be required to meet the equipment warranties. Where such items are required, they shall be included by the supplier of the equipment, whether or not specifically called for.
D. The drawings and the specifications are cooperative and supplementary. It is the intent of both said drawings and specifications to cover all mechanical requirements in their entirety as nearly as possible. The contractor shall closely check the drawings and specifications for any obvious errors or omissions and bring any such condition to the attention of the Engineer prior to the receipt of bid, in order to permit clarification by means of a mailed Addendum. If there are no questions prior to the bid proposal date, it shall be understood that the drawings and specifications are complete and correct, and that the intent of said documents will be complied with, and the installation to be complete in all respects, according to said intent. If there is a conflict between the drawings and specifications, the more stringent requirement shall govern, if not clarified in writing by the Engineer.
E. The Contractor shall locate all equipment which must be serviced, operated or maintained in full accessible positions. Minor deviations from the contract drawings may be made to allow for better accessibility, but changes of magnitude, or which involve extra cost, shall not be made without approval. Ample space shall be allowed for removal of all parts that may require replacement or service in the future.

PART 2 – PRODUCTS

2.1 DESIGN BASIS

- A. The products/materials specifically named in the specification and/or on the Drawings are the basis of design. The Architect and/or Owner's Representative reserves the right to reject product/materials, even if from other acceptable manufacturers, if it is felt they do not meet the intent of the specification.
B. The Architect reserves the sole right for the approval of proposed material for equipment, and the phrase, "or an approved equivalent", used in these specifications, or on the drawings, shall be interpreted to mean an equivalent approved by the Architect.
C. All changes required by alternate equipment shall be made at no additional cost to the owner, and all costs incurred by other trades, public utilities or the owner, as a result of the use of such equipment, shall be the responsibility of the contractor.
D. The Contractor shall identify the differences in alternate material or equipment as compared to that specified, and shall indicate the benefits to the project as a result of selecting the alternative.
E. The Engineer reserves the right to refuse approval of equipment which does not meet the specification, in his opinion, or of equipment for which no local experience of satisfactory service is available. The engineer further reserves the right to reject equipment for which maintenance service and the availability of replacement parts is questionable.

PART 3 – EXECUTION

3.1 MECHANICAL INSTALLATIONS

- A. General: Sequence, coordinate, and integrate the various elements of mechanical systems, materials, and equipment. Coordinate mechanical systems, equipment, and materials installation with other building components. Verify all dimensions by field measurements. Verify final locations for rough-ins with field measurements and with the requirements of the actual equipment to be connected.
3.2 CUTTING AND PATCHING
A. Cut, remove and legally dispose of selected mechanical equipment, components, and materials as indicated, including but not limited to removal of mechanical piping, heating units, plumbing fixtures and trim, and other mechanical items made obsolete by the new Work. Maintain services to areas outside demolition limits. When services must be interrupted, install temporary services for affected areas.
B. Protect the structure, furnishings, finishes, and adjacent materials not indicated or scheduled to be removed.
C. Provide and maintain temporary partitions or dust barriers adequate to prevent the spread of dust and dirt to adjacent areas.
D. Patch existing finished surfaces and building components using new materials matching existing materials and experienced installers. Installers' qualifications refer to the materials and methods required for the surface and building components being patched.

3.3 PAINTING

- A. Factory painted equipment that has been scratched or marred shall be repainted to match original factory color.
B. All uninsulated black ferrous metal items exposed to sight such as equipment hangers, piping, frames and supports not provided with factory prime coat, shall be cleaned and painted with one coat of rust inhibiting primer. In addition, such items in finished spaces shall also be painted with two coats of finish paint in a color to match adjacent surfaces or as otherwise selected by the Architect.

3.4 PERFORMANCE

- A. All equipment and systems shall be protected against freezing, flooding, corrosion, and other forms of damage prior to acceptance by the Owner.
B. Design and fabrication features or proven methods not specifically covered by this specification shall be specifically stated and documented in the proposal.
C. Labor shall be furnished for assembling all pieces of equipment which, due to shipping limitations, have components which arrive on the jobsite disassembled.

3.5 OPERATING AND MAINTENANCE INSTRUCTIONS

- A. Arrange for each installer of equipment that requires regular maintenance to meet with the Owner's personnel to provide instruction in proper operation and maintenance. If installers are not experienced in procedures, provide instruction by manufacturer's representatives.

3.6 FINAL INSPECTION

- A. Prior to final acceptance, all systems shall be operated to test performance to the satisfaction of the Engineer.
B. Defects demonstrated by inspections and tests shall be corrected to the satisfaction of the engineer at the subcontractor's expense.

3.7 CLEANING OF SYSTEMS AND PREMISES

- A. Before the systems are tested and balanced, ducts and equipment shall be thoroughly cleaned so that no dirt, dust or other foreign matter will be deposited in or carried through the system.
B. Air handling units shall not be operated without filters in place. All air filters shall be replaced after completion of construction and prior to air balancing. If air-handling systems are used for temporary heating or cooling, the air filters shall be changed a minimum of every two weeks.
C. Water and steam systems shall be thoroughly flushed and cleaned of any and all deleterious materials before the systems are placed in operation.
D. All equipment shall be thoroughly cleaned of dirt and debris at the completion of the project and prior to acceptance by the owner.

3.8 PROTECTION

- A. Guards, barricades, lights, services, etc., necessary for the protection of persons and property shall be furnished and maintained.
B. Existing work such as pavements, lawns, sidewalks, floors, curbs, and other structures and utilities which are damaged or disturbed due to making connections or any phase of operations shall be restored to the satisfaction of the Owner and the governing authorities.

3.9 SAFETY

- A. The Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the demolition and installation of this work. Contractor shall comply with all applicable laws, ordinances, rules, regulations and lawful orders of any public authority bearing on the safety of persons or property or their protection from damage, injury, or loss.
B. The Contractor shall be responsible for the identification and prevention of unsafe conditions in regard to demolition, construction, hazardous materials, and equipment usage. Contractor shall comply with all OSHA, Environmental Protection Agency, and local authority requirements.
C. The Contractor shall erect and maintain, as required by existing condition and progress of the Work, all reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards, promulgation safety regulations and notifying Owners and users of adjacent utilities.
D. Remove debris, rubbish and other materials resulting from demolition operations from building site. Transport and legally dispose of materials off site.
E. If hazardous materials are encountered during demolition operations, comply with applicable regulations, laws, and ordinances concerning removal, handling and protection against exposure or environmental pollution.

SECTION 15050 – BASIC MECHANICAL MATERIALS AND METHODS

PART 1 – GENERAL

1.1 DESCRIPTION OF WORK

- A. This Project shall include piping materials and installation common to most piping systems, including dielectric fittings, sleeves, escutcheons; and groud.

1.2 QUALITY ASSURANCE

- A. Welding: Welding processes and operators shall be certified according to applicable sections of AWS D1.1, "Structural Welding Code--Steel" and ASME Boiler and Pressure Vessel Code: Section IX, "Welding and Brazing Qualifications."

1.3 COORDINATION

- A. Arrange for pipe spaces, chases, slots, and openings in building structure during progress of construction, to allow for mechanical installations.
B. Coordinate installation of required supporting devices and set sleeves in poured-in-place concrete and other structural components as they are constructed.

PART 2 – PRODUCTS

2.1 JOINING MATERIALS

- A. Refer to individual Division 15 piping Sections for special joining materials not listed below.
B. Pipe--Flange Gasket Materials: Suitable for chemical and thermal conditions of piping system contents. ASME B16.21, nonmetallic, flat, cobalt-free, 1/8-inch maximum thickness unless thickness or specific material is indicated. Full-Face Type for flat-face, Class 125, cast-iron and cast-bronze flanges. Narrow-Face Type for raised-face, Class 250, cast-iron and steel flanges.
C. Flange Bolts and Nuts: ASME B18.2.1, carbon steel, unless otherwise indicated.
D. Plastic, Pipe--Flange Gasket, Bolts, and Nuts: Type and material recommended by piping system manufacturer, unless otherwise indicated.
E. Solder Filler Metals: ASTM B 32, lead-free alloys. Include water-flushable flux according to ASTM B 813.
F. Brazing Filler Metals: AWS A5.8, BCuP Series, copper-phosphorus alloys for general-duty brazing, unless otherwise indicated; and AWS A5.8, BA1, silver alloy for refrigerant piping, unless otherwise indicated.
G. Welding Filler Metals: Comply with AWS D10.12 for welding materials appropriate for wall thickness and chemical analysis of steel pipe being welded.
H. Solvent Cements for Joining Plastic Piping:
1. ABS Piping: ASTM D 2235.
2. CPVC Piping: ASTM F 493.
3. PVC Piping: ASTM D 2564. Include primer according to ASTM F 656.
4. PVC to ABS Piping Transition: ASTM D 3158.

2.2 DIELECTRIC FITTINGS

- A. Description: Combination fitting of copper alloy and ferrous materials with threaded, solder-joint, plain, or weld-neck end connections that match piping system materials. Fitting may be either union, flange, coupling or nipple type, as appropriate.

2.3 SLEEVES

- A. Galvanized-Steel Sheet: 0.0239-inch minimum thickness; round tube closed with welded longitudinal joint.
B. Steel Pipe: ASTM A 53, Type E, Grade B, Schedule 40, galvanized, plain ends.
C. Cast Iron: Cast or fabricated "wall pipe" equivalent to ductile-iron pressure pipe, with plain ends and integral waterstop, unless otherwise indicated.
2.4 ESCUTCHEONS
A. Description: Manufactured wall and ceiling escutcheons and floor plates, with an ID to closely fit around pipe, tube, and insulation of insulated piping and an OD that completely covers opening.
B. Spill-Plate, Stamped-Steel Type: With concealed hinge, set screw or spring clips, and chrome-plated finish.
C. Spill-Casting, Floor-Plate Type: Cast brass with concealed hinge and set screw.

PART 3 – EXECUTION

3.1 MECHANICAL DEMOLITION

- A. Disconnect, demolish, and remove mechanical systems, equipment, and components indicated to be removed.
B. If pipe, insulation, or equipment to remain is damaged in appearance or is unserviceable, remove damaged or unserviceable portions and replace with new products of equal capacity and quality.
3.2 PIPING SYSTEMS – COMMON REQUIREMENTS
A. Drawing plans, schematics, and diagrams indicate general location and arrangement of piping systems. Indicated locations and arrangements were used to size pipe and calculate friction loss, expansion, pump sizing, and other design considerations. Install piping as indicated unless deviations to layout are approved on Coordination Drawings.
B. Install piping in concealed locations, except in equipment rooms, service areas, and as otherwise indicated.
C. Install piping at right angles or parallel to building walls. Diagonal runs are prohibited unless specifically indicated otherwise.
D. Install piping above accessible ceilings to allow sufficient space for ceiling panel removal.
E. Install piping to permit valve servicing.
F. Install piping at indicated slopes.
G. Install fittings for changes in direction and branch connections.
H. Install piping to allow application of insulation.
I. Install escutcheons for all pipe penetrations, both new and existing, through walls, ceilings, and floors.
J. Install sleeves for all pipes passing through walls, floors and roof slabs. Sleeves are not required for core-drilled holes.
K. Install dielectric adapters between ferrous and non-ferrous piping or equipment connections.
L. Fire-Barrier Penetrations: Maintain indicated fire rating of walls, partitions, ceilings, and floors at pipe penetrations. Seal pipe penetrations with firestop materials.

SECTION 15060 – HANGERS AND SUPPORTS

PART 1 – GENERAL

1.1 DESCRIPTION OF WORK

- A. This project shall include hangers and supports for mechanical system piping and equipment, including: horizontal-piping hangers and supports; vertical piping clamps; hanger rod attachments; building attachments; saddles and shields; miscellaneous materials; and equipment supports.

1.2 QUALITY ASSURANCE

- A. Welding: Welding processes and operators shall be certified in accordance with applicable section of AWS D1.1 and ASME Boiler and Pressure Vessel Code.
B. Engineering Responsibility: Calculations for each multiple pipe support, trapeze hanger, and seismic restraint shall be prepared by a qualified professional engineer. Seismic restraints shall be designed in accordance with UBC Division IV "Earthquake Design" for an "Essential Facility", Importance Factor of 1.5.

PART 2 – PRODUCTS

2.1 MANUFACTURERS

- A. Subject to compliance with requirements, pipe hangers and related devices shall be as manufactured by Grinnell, or approved equivalent, unless specifically noted on the drawings.

2.2 MANUFACTURED UNITS

- A. Unless specifically noted differently on the drawings, piping shall be supported with galvanized steel clevis hangers with galvanized hanger rods and type 28, 29, or 30 beam clamp.
B. Provide MSS type 39 thermal hanger saddle inserts for hot piping and MSS type 40 thermal hanger shields for cold piping.

PART 3 – EXECUTION

3.1 INSTALLATION OF HANGERS AND SUPPORTS

- A. Install hangers, supports, clamps and attachments to support piping properly from building structure. Comply with the requirements of MSS SP-69 and SP-89, applicable codes, limitations of the building structural elements, and standard industry practices. Install hangers and supports complete with necessary inserts, bolts, rods, nuts, washers, and other accessories.
B. Provide seismic bracing in conformance with specified seismic design criteria.
C. Building Attachments: Install building attachments within concrete or to structural steel: space attachments within maximum piping span length indicated in MSS SP-69; install additional attachments at concentrated loads, including valves, flanges, guides, strainers, expansion joints, and at changes in direction of piping; at bar-joints, at the top cord of the joist, or attach to the bottom cord at panel points.
D. Install hangers and supports to allow controlled movement of piping systems, to permit freedom of movement between pipe anchors, and to facilitate action of expansion joints, expansion loops, expansion bends and similar units.
E. Support vertical pipe and duct risers at every floor.

3.2 EQUIPMENT BASES AND SUPPORTS

- A. Fabricate structural steel stands to suspend equipment from structure above or support equipment from floor.

3.3 ADJUSTING AND CLEANING

- A. Hanger Adjustment: Adjust hangers to distribute loads equally on attachments and to achieve indicated slope of pipe.
B. Touch-Up Painting: Immediately after erection of anchors and supports, clean field welds and abraded areas of shop paint and paint exposed areas with same material as used for shop painting to comply with SSPC-PA-1 requirements for touch-up of field-painted surfaces.
C. For galvanized surfaces, clean welds, bolted connections and abraded areas and apply galvanizing repair paint to comply with ASTM A 780.

SECTION 15075 – MECHANICAL IDENTIFICATION

PART 1 – GENERAL

1.1. DESCRIPTION OF WORK

- A. This Project shall include identification devices specified in this Section including plastic pipe markers, plastic tape, engraved plastic-laminate letters, and valve tags.
B. Codes and Standards: Comply with ANSI A13.1 for lettering size, length of color field, colors, and viewing angles of identification devices.

PART 2 – PRODUCTS

2.1 ACCEPTABLE MANUFACTURERS

- A. Subject to compliance with requirements, provide mechanical identification materials as manufactured by Allen Systems, Inc., Brady (W.H.) Co.; Signmark Div., Seton Name Plate Corp., or approved equivalent.

2.2 MECHANICAL IDENTIFICATION MATERIALS

- A. General: Provide manufacturer's standard products of categories and types required for each application as referenced in other Division 15 Sections. Where more than single type is specified for application, selection is Installer's option, but provide single selection for each product category.

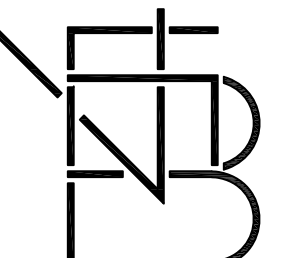
PART 3 – EXECUTION

3.1. PIPING SYSTEM IDENTIFICATION

- A. General: Install pipe markers on each system indicated to receive identification, and include arrows to show normal direction of flow. Install on pipe insulation segment where required for hot non-insulated pipes.
B. Locate pipe markers and color bands as follows wherever piping is exposed to view in occupied spaces, machine rooms, accessible maintenance spaces (shafts, tunnels, plenums) and exterior non-concealed locations.
1. Near each valve and control device.
2. Near each branch, excluding short take-offs for fixtures and terminal units; mark each pipe at branch, where there could be question of flow pattern.
3. Near locations where pipes pass through walls or floors/ceilings, or enter non-accessible enclosures.
4. At access doors, manholes and similar access points which permit view of concealed piping.
5. Near major equipment items and other points of origination and termination.
6. Spaced intermediately at maximum spacing of 50' along each piping run, except reduce spacing to 25' in congested areas of piping and equipment.
7. On piping above removable acoustical ceilings, except omit intermediately spaced markers.

3.2 MECHANICAL EQUIPMENT IDENTIFICATION

- A. General: Install engraved plastic laminate sign or plastic equipment marker on or near each major item of mechanical equipment and each operational device, as specified herein if not otherwise specified for each item or device.
B. Lettering Size: Minimum 1/4" high lettering for name of unit where viewing distance is less than 2'-0", 1/2" high for distances up to 6'-0", and proportionately larger lettering for greater distances. Provide secondary lettering 2/3 to 3/4 of size of principal lettering.
C. Text of Signs: In addition to name of identified unit, provide lettering to distinguish between multiple units, inform operator of operational requirements, indicate safety and emergency precautions, and warn of hazards and improper operations.
D. In addition to the plastic sign, install pressure sensitive label described in PART 2 above and in Section 16.342 on each piece of mechanical equipment. Thoroughly clean equipment surface per label manufacturers instructions prior to installing label.



NSBRANCH ARCHITECTS

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NEI DEVELOPMENT 202 W. CENTER ST. SUITE 103 COFFEE SHOP DUNCANVILLE, TX 75116

PROJECT NO. 2024.311

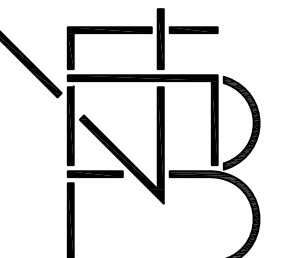
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ISSUE 100% CD

ISSUE DATE SEPTEMBER 30, 2025

MECHANICAL SPECIFICATIONS

M401



NSBRANCH ARCHITECTS

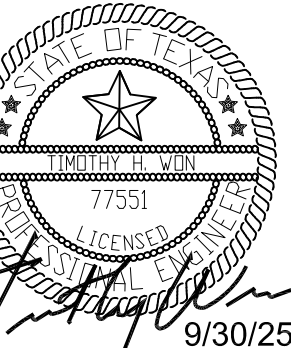
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NEI DEVELOPMENT 202 W. CENTER ST. SUITE 103 COFFEE SHOP DUNCANVILLE, TX 75116

PROJECT NO. 2024.311

Table with 3 columns: REV, DESCRIPTION, DATE

ISSUE 100% CD

ISSUE DATE SEPTEMBER 30, 2025

MECHANICAL SPECIFICATIONS

M402

SECTION 15080 - MECHANICAL INSULATION

PART 1 - GENERAL

1.1 DESCRIPTION OF WORK A. This project shall include mechanical insulation for pipe, duct, and equipment as indicated on drawings and schedules, and by requirements of this Section.

1.2 QUALITY ASSURANCE A. Provide composite mechanical insulation (insulation, jackets, coverings, sealers, mastics and adhesives) with flame-spread index of 25 or less, and smoke-developed index of 50 or less, as tested by ASTM E 84 (NFPA 255) method.

PART 2 - PRODUCTS

2.1 ACCEPTABLE MANUFACTURERS A. Subject to compliance with requirements, provide products manufactured by one of the following: Armstrong World Industries, Inc.; CertainFeed Corp.; Knauf Fiber Glass GmbH.; Owens-Corning Fiberglas Corp.

2.2 PIPING INSULATION MATERIALS A. Fiberglass Piping Insulation (Type FG): ASTM C 547; 'k' value of 0.24 at 75 degrees F; noncombustible. B. Flexible Unicellular Piping Insulation (Type UC): ASTM C 534; flexible, elastomeric; 'k' value of 0.27 at 75 degrees F., water vapor permeability = 0.1 perm, density 4.5 lb/ft3. C. Jackets for Piping Insulation: ASTM C 921, Type I (vapor barrier) for piping with temperatures below ambient, Type II for piping with temperatures above ambient. Type I may be used for all piping at installers option. 1. Encase pipe/fittings insulation with one-piece preformed PVC fitting covers, fastened as per manufacturer's recommendations. 2. Encase exterior piping insulation with aluminum jacket with weather-proof construction. D. Staples, Bands, Wires, Adhesives, Sealers and Protective Finishes : As recommended by insulation manufacturer for applications indicated. Use stainless steel staples if required for piping below ambient temperature.

2.3 DUCTWORK AND EQUIPMENT INSULATION MATERIALS

A. Rigid Fiberglass Ductwork Insulation (Type RFG): ASTM C 612; 'k' Value of 0.24 at 75 F, 3 lb/ft3 minimum density, non-combustible, rigid, ASJ jacket. B. Flexible Fiberglass Ductwork Insulation (Type FFG): ASTM C 553, Type I, R-6.0 min, 1.5 lb/ft3, minimum thickness of 2 in., FSK vapor retarder jacket ASTM C1136, non-combustible, flexible. C. Grease Duct Insulation - SMACNA and ASTM approved 3M Firewrap 1.5" thick or equal. D. Ductwork Jackets - Indoor - flame retardant, all service vapor barrier aluminum foil laminated craft paper (FSK) flame retardant adhesive. Outside - aluminum jacket: .0136" thick. with factory applied moisture barrier. 2" overlap min. E. Ductwork Insulation Accessories: Provide staples, bands, wires, tape, anchors, corner angles and similar accessories as recommended by insulation manufacturer for applications indicated.

PART 3 - EXECUTION

3.1 PIPE INSULATION APPLICATION SCHEDULE

Table with 5 columns: TEMP RANGE, SERVICE, INSUL TYPE, PIPE SIZE, INSUL THICKNESS

B. Omit insulation on chrome-plated exposed piping (except for handicapped fixtures), air chambers, unions, strainers, check valves, balance cocks, flow regulators, drain lines from water coolers, drainage piping located in crawl spaces or tunnels, buried piping, fire protection piping, pre-insulated equipment, hot piping within radiation enclosures or unit cabinets, and cold piping within unit cabinets provided piping is located over drain pan. C. Install insulation products in accordance with manufacturer's written instructions, and in accordance with recognized industry practices.

3.2 DUCT AND EQUIPMENT INSULATION APPLICATION SCHEDULE

Table with 5 columns: TEMP RANGE, SERVICE, INSUL TYPE, INSUL THICKNESS

B. Install duct and equipment Thermal insulation products in accordance with manufacturer's written instructions, and in compliance with recognized industry practices. C. Maintain integrity of vapor-barrier and protect it to prevent puncture and other damage.

SECTION 15110 - VALVES

PART 1 - GENERAL

1.1 DESCRIPTION OF WORK A. This Section includes general duty valves and strainers common to most mechanical piping systems. Special purpose valves and strainers are specified in individual piping system specifications.

1.2 QUALITY ASSURANCE A. Comply with ASME B31.9 for building services piping and ASME B31.1 for power piping. Comply with applicable sections of MSS Standard Practices.

PART 2 - PRODUCTS

2.1 MANUFACTURERS A. Subject to compliance with requirements, provide products from one of the manufacturers listed in this specification for each valve type or strainer type, or approved equivalent. 2.2 VALVE FEATURES, GENERAL A. Pressure and Temperature Ratings: As required to suit system pressures and temperatures. B. Sizes: Same size as upstream pipe, unless otherwise indicated. C. Extended Stems: Where insulation is indicated or specified, provide extended stems arranged to receive insulation.

2.3 GATE VALVES A. Subject to compliance with the technical requirements, select manufacturer from the following: Crane, Grinnell, Hammond, Nibco, or Stockham. B. GA-1 Gate Valves, 2-Inch and Smaller: MSS SP-80; Class 150, body and union bonnet of ASTM B 62 cast bronze; with threaded ends, solid disc, copper-silicon alloy stem, brass packing gland, "Teflon" impregnated packing, and malleable iron handwheel. 2.4 BALL VALVES A. Subject to compliance with the technical requirements, select manufacturer from the following: Crane, Grinnell, Hammond, Nibco, or Stockham. B. BL-1 Ball Valves, 1 inch and Smaller: Rated for 150 psi saturated steam pressure, 400 psi WOG pressure; two-piece construction; with bronze body conforming to ASTM B 62, standard (or regular) port, chrome-plated brass ball, replaceable "Teflon" or "TFE" seats and seals, blowout-proof stem, and vinyl-covered steel handle. Provide solder or threaded ends for condenser water, chilled water, and domestic hot and cold water service; threaded ends for heating hot water and low-pressure steam. C. BL-2 Ball Valves, 1-1/4-inch to 2-inch: Rated for 150 psi saturated steam pressure, 400 psi WOG pressure; with bronze body conforming to ASTM B 62, conventional port, chrome-plated brass ball, replaceable "Teflon" or "TFE" seats and seals, blowout proof stem, and vinyl-covered steel handle. Provide solder or threaded ends for condenser water, chilled water, and domestic hot and cold water service; threaded ends for heating hot water and low-pressure steam.

2.5 GLOBE VALVES A. Subject to compliance with the technical requirements, select manufacturer from the following: Crane, Grinnell, Hammond, Nibco, or Stockham. B. GL-1 Globe Valves, 2 inches and Smaller: Rated for 150# steam, 300# WOG. Construction shall be per MSS SP-80; body and screwed bonnet of ASTM B 62 cast bronze; with threaded or solder ends, brass or replaceable composition disc, copper-silicon alloy stem, brass packing gland, "Teflon" impregnated packing, and malleable iron handwheel. 2.6 BUTTERFLY VALVES A. Subject to compliance with the technical requirements, select manufacturer from the following: Center Line, Crane, Grinnell, Keystone, Nibco, or Watts. For grooved connections, use Victaulic. B. BF-1 Butterfly Valves, 2-1/2-inch and Larger: MSS SP-67; rated at 200 psi; cast-iron body conforming to ASTM A 126, Class B. Valves shall be rated for -40 to 250 oF. Provide valves with field replaceable EPDM sleeve, nickel-plated ductile iron disc (except aluminum bronze disc for valves installed in condenser water piping), stainless steel stem, and EPDM O-ring stem seals. Provide lever operators with locks for sizes 2 through 6 inches and gear operators with position indicator for sizes 8 through 24 inches. Provide lug type body, bubble-tight shut-off (without need for downstream flange), suitable for dead end service. Body and stem shall be through stem design. Stem shall extended a minimum of 2 inches beyond the flange outer diameter to allow for insulation of the valve.

2.6 CHECK VALVES A. Subject to compliance with the technical requirements, select check valve manufacturer from the following: Crane, Grinnell, Hammond, Nibco, or Stockham. For grooved connections, use Victaulic. B. CK-1 Check Valves, through 2 inch: Rated for 150# steam, 300# WOG. Construction shall be cast-bronze body and cap conforming to ASTM B 62; bronze disc; and having threaded or solder ends. 2.7 PLUG VALVES A. Subject to compliance with the technical requirements, select manufacturer from the following, or approved equivalent: Lunkenheimer, Powell, Dezurick, Homestead, Mueller. B. PL-1 Plug Valves, 2 inches and Smaller: Screwed end plug valve w/ resilient seats and bubble-tight shutoff. Valve, where applicable, shall carry a UL listing for shutoff service of natural gas and fuel oils. Valve shall be rated for 175# WOG at temperatures up to 180 oF. Valve body shall be cast iron ANSI or MSS rated, plug shall be bronze, resilient plug seal shall be Hycar or petroleum Hycar as required for service. C. PL-2 Plug Valves, 2-1/2 inches and Larger: Flanged end plug valve w/ resilient seats and bubble-tight shutoff. Valve, where applicable, shall carry a UL listing for shutoff service of natural gas and fuel oils. Valve shall be rated for 175# WOG at temperatures up to 180 oF. Valve body shall be cast iron ANSI or MSS rated, plug shall be bronze, resilient plug seal shall be Hycar or petroleum Hycar as required for service. D. PL-3 Plug Valves, screwed end lubricated plug cock for 1/2# or less natural gas: UL and ADA approved for the service with 150# WOG brass body, brass plug with square head and screwed ends.

2.6 BUTTERFLY VALVES A. Subject to compliance with the technical requirements, select manufacturer from the following: Center Line, Crane, Grinnell, Keystone, Nibco, or Watts. For grooved connections, use Victaulic. B. BF-1 Butterfly Valves, 2-1/2-inch and Larger: MSS SP-67; rated at 200 psi; cast-iron body conforming to ASTM A 126, Class B. Valves shall be rated for -40 to 250 oF. Provide valves with field replaceable EPDM sleeve, nickel-plated ductile iron disc (except aluminum bronze disc for valves installed in condenser water piping), stainless steel stem, and EPDM O-ring stem seals. Provide lever operators with locks for sizes 2 through 6 inches and gear operators with position indicator for sizes 8 through 24 inches. Provide lug type body, bubble-tight shut-off (without need for downstream flange), suitable for dead end service. Body and stem shall be through stem design. Stem shall extended a minimum of 2 inches beyond the flange outer diameter to allow for insulation of the valve.

2.6 CHECK VALVES A. Subject to compliance with the technical requirements, select check valve manufacturer from the following: Crane, Grinnell, Hammond, Nibco, or Stockham. For grooved connections, use Victaulic. B. CK-1 Check Valves, through 2 inch: Rated for 150# steam, 300# WOG. Construction shall be cast-bronze body and cap conforming to ASTM B 62; bronze disc; and having threaded or solder ends. 2.7 PLUG VALVES A. Subject to compliance with the technical requirements, select manufacturer from the following, or approved equivalent: Lunkenheimer, Powell, Dezurick, Homestead, Mueller. B. PL-1 Plug Valves, 2 inches and Smaller: Screwed end plug valve w/ resilient seats and bubble-tight shutoff. Valve, where applicable, shall carry a UL listing for shutoff service of natural gas and fuel oils. Valve shall be rated for 175# WOG at temperatures up to 180 oF. Valve body shall be cast iron ANSI or MSS rated, plug shall be bronze, resilient plug seal shall be Hycar or petroleum Hycar as required for service. C. PL-2 Plug Valves, 2-1/2 inches and Larger: Flanged end plug valve w/ resilient seats and bubble-tight shutoff. Valve, where applicable, shall carry a UL listing for shutoff service of natural gas and fuel oils. Valve shall be rated for 175# WOG at temperatures up to 180 oF. Valve body shall be cast iron ANSI or MSS rated, plug shall be bronze, resilient plug seal shall be Hycar or petroleum Hycar as required for service. D. PL-3 Plug Valves, screwed end lubricated plug cock for 1/2# or less natural gas: UL and ADA approved for the service with 150# WOG brass body, brass plug with square head and screwed ends.

PART 3 - EXECUTION

3.1 VALVE ENDS SELECTION A. Select valves with the following ends or types of pipe/tube connections: 1. Copper Tube Size, 2-inch and Smaller: Solder ends. 2. Steel Pipe Sizes, 2-inch and Smaller: threaded ends.

3.2 VALVE APPLICATION SCHEDULE A. Select valves according to the following schedule: B. Valves 2 inches and Smaller

Table with 6 columns: SERVICE, GATE, GLOBE, BALL, CHECK, PLUG

C. Valves 2-1/2 inches and Larger:

Table with 6 columns: SERVICE, GATE, GLOBE, B'FLY, CHECK, PLUG

SECTION 15140 - DOMESTIC WATER PIPING

PART 1 - GENERAL

1.1 DESCRIPTION OF WORK A. This Project shall cover the installation of domestic water piping and related appurtenances such as water hammer arrestors, backflow preventers, unions, trap primers, pipe sleeves, and system commissioning.

1.2 QUALITY ASSURANCE A. Standards: Products and installation shall conform to applicable portions of the American National Standards Institute (ANSI), American Society for Testing and Materials (ASTM), Federal Specifications (Fed. Spec.), Plumbing and Drainage Institute (PDI), and local codes.

PART 2 - PRODUCTS

2.1 PIPING AND FITTINGS A. Underground water service piping (4" and larger) shall be: Class 50 ductile iron pipe, AWW C151, with hub and spigot, push on joints, AWWA C11, and class 50 or greater mechanical joint ductile iron fittings, AWWA C110, all cement lined per AWWA C104. B. Underground water service piping (2-1/2" and smaller) from 5'-0" outside of building to and wrought copper, ANSI B16.22, or cast bronze, ANSI B16.18, socket fittings. 1'-0" above finished floor shall be: Type "K" soft copper tubing, ASTM B88, with soldered joints C. Above ground water piping shall be: Type "L" hard drawn copper tubing, ASTM B88, with soldered joints and wrought copper, ANSI B16.22, or cast bronze, ANSI B16.18, socket fittings. D. Underground water piping to trap primer lines shall be: Type "L" soft drawn copper tubing, ASTM B88, with soldered joints and socket fittings (No fittings below floor).

2.2 WATER HAMMER ARRESTORS A. Water hammer Arrestors shall have a stainless steel casing, flexible mechanical bellows, pressurized inert gas chamber, and certification stamp as conforming to PDI WH-201.

2.3 BACKFLOW PREVENTERS A. Backflow preventers shall be the same size as the pipe on which it is installed unless noted otherwise on the drawings. B. Backflow preventers shall be the Reduced Pressure Zone type with intermediate atmospheric vent, consisting of shutoff valves on the inlet and outlet and strainer on the inlet. Assemblies shall include test cocks and shall comply with the requirements of ASSE Standard 1013. Backflow preventers 3" and smaller shall have bronze body with threaded ends.

2.4 TRAP PRIMERS A. Mechanical trap primers shall be automatic type with cast bronze body, removable valve mechanism, integral vacuum breaker, and 1/2" diameter socket tube ends.

PART 3 - EXECUTION

3.1 INSTALLATION A. Provide a union or flange at all piping connections to equipment. Pipe connections to equipment shall be made so that no strain is placed on the equipment. Pipe shall be supported independent of the equipment. B. Changes in pipe size shall be made with reducing fittings. No bushings will be allowed. C. Install water hammer arrestors within the chase on the cold-water branch lines as indicated on the drawings. All water hammer arrestors shall have a wall access panel adjacent to the shock absorber for repair purposes. D. The atmospheric relief from backflow preventers shall be piped through a fixed air gap to a floor drain. E. Underground piping from trap primer to floor drains shall be installed without fittings. F. Contractor shall be responsible for the fitting of materials and equipment, shall perform all dimensional layout of the work and shall establish lines and grades. Install pipe lines to conform to conditions, off-setting to clear structural members and ducts. Run piping parallel to or at right angles to building walls with each horizontal line at maximum. G. Pipe found to be damaged by handling shall be removed from the job site to prevent mistaken use.

3.2 HANGERS AND SUPPORTS

Table with 4 columns: NOM. PIPE SIZE - IN., STEEL PIPE MAX. SPAN - FT., COPPER TUBE MAX SPAN - FT., MIN ROD DIA. - IN.

3.3 INSTALLATION OF PIPING SPECIALTIES A. Install backflow preventers at each connection to mechanical equipment and systems in compliance with the plumbing code and authority having jurisdiction. Locate in same room as equipment being connected. Install air gap fitting and pipe relief outlet drain without valves to nearest floor drain. B. Install pressure-regulating valves with inlet and outlet shutoff valves and balance cock bypass. Install pressure gauge on valve outlet.

3.4 ADJUSTING A. Adjust and balance all water systems to obtain operating flows at all fixtures and water using equipment. Also adjust and balance the hot water circulation from all portions of the building.

3.5 FIELD QUALITY CONTROL A. Inspections: Arrange for inspection by the plumbing official to observe the required tests and to ensure compliance with the requirements of the plumbing code. Prepare inspection reports signed by the plumbing official. B. Fill and sterilize the system as required by the local Water Utility and the local Code Authorities.

SECTION 15150 - DRAINAGE AND VENT SYSTEMS

PART 1 - GENERAL

1.1 DESCRIPTION OF WORK A. This Project shall cover the installation of drainage and vent systems including piping, drainage accessories, traps, and floor drains.

PART 2 - PRODUCTS

2.1 MANUFACTURERS A. Subject to compliance with requirements, provide drainage and vent system products by one of the manufacturers listed in this specification or on the drawing. 2.2 PIPE AND FITTINGS A. Above Ground Sanitary Waste and Vent Piping (2-1/2" and larger) shall be service weight cast iron soil pipe and fittings, ASTM A74, with no-hub neoprene couplings conforming to CISPI Standard 310 or Schedule 40 PVC. B. All Waste Piping 2" and smaller shall be Type "DW" hard drawn copper tubing, ASTM B88, with soldered joints and wrought copper, ANSI B16.22, or cast bronze, ANSI B16.18, socket fittings or schedule 40 PVC. C. Below Ground Sanitary Waste and Vent Piping (all sizes) shall be service weight, coated, cast iron soil pipe and fittings, ASTM A74, with gasketed modified hub and spigot joints, ASTM C564 or Schedule 40 PVC. D. Waste lines in kitchen shall be weight cast iron piping. E. Vent lines in kitchen shall be galvanized steel piping.

2.3 TRAPS A. Traps other than furnished as part of plumbing fixture, shall be of the same material and size as the pipe into which they discharge, unless specified otherwise hereinafter. Where not underground, traps shall be provided with cleanness plugs on bottom. 2.4 FLOOR DRAINS A. Cast iron body with flashing flange and deep seal sized p-trap. Drains shall be equipped with adjustable strainer as follows; 6" round rough bronze in mechanical rooms; 6" square polished bronze in finished floors; 8" round with funnel top for condensate drainage.

PART 3 - EXECUTION

3.1 INSTALLATION A. Make changes in direction for drainage and vent piping using appropriate 45 degree wyes, half-wyes, or long sweep quarter, sixth, eighth, or sixteenth bends. Install underground building drains to conform with the plumbing code, and in accordance with the Cast Iron Soil Pipe Institute Engineering Manual. B. Install cleanout in above and below ground piping and building drain piping as indicated, and as required by plumbing code, at each change in direction of piping greater than 45 degrees; at minimum intervals of 50' for piping 4" and smaller and 100' for larger piping; at base of each vertical soil or waste stack. Install floor and wall cleanout covers for concealed piping, types as indicated. C. Install hangers for above ground pipe at the following intervals:

Table with 3 columns: PIPE MATERIAL, MAX HORIZ SPACING (FT), MAX VERT SPACING (FT)

3.2 FIELD QUALITY CONTROL A. Test drainage and vent system in accordance with the procedures of the authority having jurisdiction.

SECTION 15410 - PLUMBING FIXTURES

PART 1 - GENERAL

1.1 DESCRIPTION OF WORK A. This Section includes plumbing fixtures and trim, fittings, and accessories, appliances, appurtenances, equipment, and supports associated with plumbing fixtures. 1.2 QUALITY ASSURANCE A. Regulatory Requirements: Comply with requirements of ANSI Standard A117.1, "Buildings and Facilities - Providing Accessibility and Usability for Physically Handicapped People," and Public Law 90-480, "Architectural Barriers Act, 1968," with respect to plumbing fixtures for the physically handicapped.

PART 2 - PRODUCTS 2.1 MANUFACTURERS A. Subject to compliance with requirements, provide the products as scheduled, or approved equivalent.

PART 3 - EXECUTION 3.1 INSTALLATION OF PLUMBING FIXTURES A. Install plumbing fixtures level and plumb, in accordance with fixture manufacturers' written installation instructions, roughing-in drawings, and referenced standards. B. Install escutcheons at each wall, floor, and ceiling penetration in exposed finished locations and within cabinets and millwork. Use deep pattern escutcheons where required to conceal protruding pipe fittings. C. Seal fixtures to walls, floors, and counters using a sanitary-type, one-part, mildew-resistant, silicone sealant in accordance with sealing requirements specified in Division 7 Section "Joint Sealers." Match sealant color to fixture color.

3.2 PLUMBING FIXTURES A. Provide plumbing fixtures as scheduled on the drawings. Other products may be substituted with prior approval of the engineer and architect.

SECTION 15485 - WATER HEATERS

PART 1 - GENERAL

1.1 DESCRIPTION OF WORK A. This Project shall include electric domestic water heaters as indicated on drawings and schedules, and by requirements of this section. 1.2 QUALITY ASSURANCE A. Codes and Standards: Construct water heaters in accordance with the applicable sections of UL, NEC, and ASHRAE standards.

PART 2 - PRODUCTS

SECTION 15485 – WATER HEATERS

PART 2 – PRODUCTS (CONTINUED)

- 2.1 COMMERCIAL GAS WATER HEATERS (NOT USED ON THIS PROJECT)
A. General: Provide commercial gas water heaters of sizes, capacities, and gas characteristics as indicated on drawings.
B. Heater: ashroe 90A efficient, Working pressure of 160 PSI, with ASME "H" stamp, ASME safety relief valve, high temp cut-off (set at 207 above max operating temp)
C. Thermostat operating range of 120F to 180F.
D. Baked enamel exterior steel jacket, low water cut-off, UL and AGA approved.
E. ASME flue stack shall be AL-29-4C approved and certified for low temp boiler exhaust.
F. Automatic controls with electronic ignition, and main flame monitoring.
G. Automatic loss of flame gas cut-off.

- 2.2 COMMERCIAL ELECTRIC WATER HEATERS
A. General: Provide commercial electric water heaters of sizes, capacities, and electrical characteristics as indicated on drawings.
B. Heater: Working pressure of 150 PSI, magnesium anode rod; glass lining on internal surfaces exposed to water.
C. Heating Elements: Heavy-duty, medium watt density, with incoloy sheath, thermostat stepped through magnetic contactors.
D. Safety Controls: Double pole, manual reset, high limit; probe type electric low water cutoff; both factory wired, with vermin-proof glass fiber insulation. Provide outer steel jacket with bonderized undercoat
E. Jacket: Equip with full size control compartments with front panel opening. Insulate tank and baked enamel finish.
F. Accessories: Provide brass drain valve; 3/4" temperature and pressure relief valve; ASME tank construction for 125 PSI working pressure; and 4" x 6" hand hole cleanout.
G. Controls: Adjustable immersion thermostat; power circuit fusing; pilot light and switch controlling control circuit; 3-stage time delay sequencer; and 7-day time clock.
H. Subject to compliance with requirements, provide commercial electric water heaters as manufactured by Rheem Water Heater Div, Ruard Water Heater Div, Smith Corp (A.O.), State Industries, Inc., or approved equivalent.

PART 3 – EXECUTION
3.1 INSTALLATION OF WATER HEATERS

- A. Install water heaters in accordance with manufacturer's installation instructions. Install units plumb and level, firmly anchored in locations indicated, and maintain manufacturer's recommended clearances.
B. Connect hot and cold water piping to units with shutoff valves and unions. Extend relief valve discharge to closest floor drain, or as indicated.
C. Provide thermometers on inlet and outlet piping of water heaters.

SECTION 15815 – METAL DUCTWORK

PART 1 – GENERAL

- 1.1 DESCRIPTION OF WORK
A. This Project shall include rectangular and round metal ducts and plenums for heating, ventilating, and air conditioning systems in pressure classes from minus 1/2 inch to plus 2-inch water gage.
1.2 QUALITY ASSURANCE
A. Comply with the requirements of NFPA 90A, "Standard for the Installation of Air Conditioning and Ventilating Systems," except as indicated otherwise.
B. Comply with the requirements of the International Mechanical Code, latest edition.

PART 2 – PRODUCTS

- 2.1 SHEET METAL MATERIALS
A. Galvanized Sheet Steel: Lock-forming quality, ASTM A 527, Coating Designation G 90. Provide mill phosphatized finish for exposed surfaces of ducts exposed to view.
B. Grease Duct: Kitchen Hood grease duct shall be 16 gage welded steel.
C. Reinforcement Shapes and Plates: Unless otherwise indicated, provide galvanized steel reinforcing where installed on galvanized steel metal ducts. For aluminum and stainless steel ducts provide reinforcing of compatible materials.
D. Tie Rods: Galvanized steel, 1/4-inch minimum diameter for 36-inch length or less; 3/8-inch minimum diameter for lengths longer than 36 inches.

2.2 SEALING MATERIALS

- A. Joint and Seam Tape: 2 inches wide, glass-fiber-fabric reinforced.
B. Joint and Seam Sealant: One-part, nonsag, solvent-release-curing, polymerized butyl sealant complying with FS TT-S-001657, Type I; formulated with a minimum of 75 percent solids.
C. Flanged Joint Mastics: One-part, acid-curing, silicone elastomeric joint sealants, complying with ASTM C 920, Type S, Grade NS, Class 25, Use O.

2.3 DUCT AND FITTING FABRICATION

- A. Except as otherwise indicated, fabricate ducts with galvanized sheet steel, in accordance with SMACNA "HVAC Duct Construction Standards," Tables 1-3 through 1-19, including their associated details (latest version). Conform to the requirements in the referenced standard for metal thickness, reinforcing types and intervals, tie rod applications, and joint types and intervals.
B. Static Pressure Classifications: Except where otherwise indicated, construct duct systems to the following pressure classifications:
1. Supply Ducts: 1-inch water gage.
2. Return Ducts: 1/2 inches water gage, negative pressure.
3. Exhaust Ducts: 1/2 inches water gage, negative pressure.
C. Fabricate elbows, transitions, offsets, branch connections, and other duct construction in accordance with SMACNA "HVAC Metal Duct Construction Standards," 1985 Edition, Figures 2-1 through 2-10.
D. Only with the Engineer's written approval may contractor substitute round duct, with the same free area, for rectangular duct as shown.
E. Fabricate round duct and round fittings including elbows, transitions, offsets, branch connections, and other duct construction in accordance with SMACNA "HVAC Metal Duct Construction Standard," 1985 Edition. All round duct 12" diameter and greater shall be fabricated of spiral-wound duct.
F. In lieu of shop fabricated duct and fittings, factory fabricated duct and fittings may be substituted, such as manufactured by Lindab, or approved equivalent.

PART 3 – EXECUTION

3.1 DUCT INSTALLATION

- A. Use fabricated fittings for all changes in directions, changes in size and shape, and connections.
B. Locate ducts, except as otherwise indicated, vertically and horizontally, parallel and perpendicular to building lines; avoid diagonal runs. Install duct systems in shortest route that does not obstruct useable space or block access for servicing building and its equipment.
C. Seal duct seams and joints according to SMACNA "Duct Construction Standards".
D. Install rigid round and rectangular metal duct with support systems indicated in SMACNA "HVAC Duct Construction Standards," Tables 4-1 through 4-3 and Figures 4-1 through 4-8.
E. Support horizontal ducts within 2 feet of each elbow and within 4 feet of each branch intersection.
F. Support vertical ducts at a maximum interval of 16 feet and at each floor.

3.2 CONNECTIONS

- A. Equipment Connections: Connect equipment with flexible connectors per plans. All flexible connectors and flexible air ducts shall be tested per UL 181 and labeled as Class 0 or 1.
B. Branch Connections: Comply with SMACNA "HVAC Duct Construction Standards," Figures 2-7 and 2-8.
C. Outlet and Inlet Connections: Comply with SMACNA "HVAC Duct Construction Standards," Figures 2-16 through 2-18.
D. Terminal Units Connections: Comply with SMACNA "HVAC Duct Construction Standards," Figure 2-19.

SECTION 15820 – DUCTWORK ACCESSORIES

PART 1 – GENERAL

- 1.1 DESCRIPTION OF WORK
A. This Project shall include ductwork accessories work as indicated on drawings and in schedules, and by requirements of this section, and includes dampers, damper actuators, fire and smoke dampers, turning vanes, duct hardware, and duct access doors.
1.2 QUALITY ASSURANCE
A. Comply with applicable sections of the following Codes and Standards:
1. SMACNA "HVAC Duct Construction Standards, Metal and Flexible".
2. ASHRAE recommendations pertaining to construction of ductwork accessories, except as otherwise indicated.
3. UL Standard 55 "Fire Dampers and Ceiling Dampers".
4. NFPA 90A "Standard for the Installation of Air Conditioning and Ventilating Systems".

PART 2 – PRODUCTS

2.1 DAMPERS AND ACTUATORS

- A. Low Pressure Manual Dampers: Provide dampers of single blade type or multi-blade type, constructed in accordance with SMACNA "HVAC Duct Construction Standards", or as manufactured by Ruskin model MD35, MD25 or MDRS25 as required, or equivalent.
B. Backdraft dampers: Heavy duty, minimum 0.125" wall thickness extruded aluminum frame, minimum 0.070" thick extruded aluminum blades with vinyl edge seals, synthetic bearings, mill finish. Ruskin model BD6, or equivalent.
C. Control Dampers: Provide dampers with parallel blades for 2-position control, or opposed blades for modulating control. Construct blades of 16-ga steel, provide heavy-duty molded self-lubricating nylon bearings, 1/2" diameter steel axes spaced on 9" centers. Construct frame of minimum 5" x 1" x 16-gauge steel hat channel. Damper to be equipped with foam blade seals and metal compression type jamb seals. Provide galvanized steel finish with aluminum touch-up. Maximum leakage allowed of 10 CFM/sq. ft. of damper area at 1" w.c. differential pressure. Damper shall be Ruskin Model CD35, or equivalent.
D. Damper Actuator: The actuator furnished shall be the direct-coupled type, enabling it to be mounted directly to the damper shaft without the need for connecting linkage. Actuator shall be by Belimo, or equivalent.

2.2 FIRE AND SMOKE DAMPERS

- A. Fire Dampers: Provide fire dampers, of types and sizes indicated. Provide fire dampers rated for dynamic conditions unless otherwise noted. Provide fusible link rated at 160 to 165 deg. F (71 to 74 deg. C), in accordance with UL 33, unless otherwise indicated. Fabricate in accordance with NFPA 90A and UL 555, and as indicated.
B. Motor-Driven Fire/Smoke Dampers: Provide motor-driven fire/smoke dampers in types and sizes indicated, with casing casing of 11-ga galvanized steel, fusible link 160 to 165 deg. F, unless otherwise indicated, and curtain type stainless steel interlocking blades, with electric motor mounted outside air steam equipped with instant closure clutch, stainless steel cable damper blade linkage, motor mounting bracket, and with the following construction feature:

2.3 TURNING VANES

- A. Fabricated Turning Vanes: Provide fabricated turning vanes and vane runners, constructed in accordance with SMACNA "HVAC Duct Construction Standards".
B. Manufactured Turning Vanes: Provide turning vanes constructed of 1-1/2" wide curved blades set at 3/4" o.c., supported with bars perpendicular to blades set at 2" o.c., and set into side strips suitable for mounting in ductwork.

2.4 DUCT HARDWARE AND ACCESS DOORS

- A. Provide duct hardware, manufactured by one manufacturer for all items on project, including test holes and quadrant locks.
B. Access Doors: Construct of same or greater gage as ductwork served, provide insulated doors for insulated ductwork. Provide flush frames for uninsulated ductwork, extended frames for externally insulated duct. Provide one side hinged, other side with one handle-type latch for doors 12" high and smaller, 2 handle-type latches for larger doors.

PART 3 – EXECUTION

3.1 INSTALLATION OF DUCTWORK ACCESSORIES

- A. Install ductwork accessories in accordance with manufacturer's installation instructions, with applicable portions of details of construction as shown in SMACNA standards, and in accordance with recognized industry practices to ensure that products serve intended function.
B. Install access doors at all fire dampers fire/smoke dampers, control dampers, other duct mounted equipment, and elsewhere as shown on drawings. Install to open against system air pressure, with latches operable from either side, except outside only where duct is too small for person to enter.
C. Coordinate with other work, including ductwork, as necessary to interface installation of ductwork accessories properly with other work.
D. Connect diffusers or tracer boots to ducts with 5 feet maximum length of insulated flexible duct. Hold in place with strap or clamp. If this length is exceeded on the plans, the extra footage required to meet this minimum length will be installed as rigid round galvanized steel duct of the same size or larger. Install flexible ductwork at inlet to all diffusers which are shown to be connected with flexible ductwork. Support all flexible duct on minimum 4' centers.

SECTION 15830 – FANS

PART 1 – GENERAL

1.1 DESCRIPTION OF WORK

- A. This Project shall include the requirements of the scheduled fans including roof and wall mounted exhausters and in-line centrifugal fans.

1.2 QUALITY ASSURANCE

- A. Fans shall be designed, manufactured, and tested in accordance with UL 705 "Power Ventilators".
B. Motors and electrical accessories shall comply with NEMA standards.

PART 2 – PRODUCTS

2.1 MANUFACTURERS

- A. Subject to compliance with requirements, provide products manufactured by Cook, Greenheck, Penn Ventilator, or approved equivalent.

2.2 FANS, GENERAL

- A. General: Provide fans that are factory fabricated and assembled, factory tested, and factory finished, with indicated capacities and characteristics.
B. Fans and Shafts: Statically and dynamically balanced and designed for continuous operation at the maximum rated fan speed and motor horsepower. Fans shall be factory balanced and checked for vibration. Maximum fan self-excited vibration velocity shall not exceed 0.157 inch/second at bearing caps, measured with the fan fully assembled and operating at design conditions. Fan Shaft shall be turned, ground, and polished steel designed to operate at no more than 70 percent of the first critical speed at the top of the speed range of the fan's class.
C. Belt Drives: Factory mounted, with final alignment and belt adjustment made after installation, with 1.4 Service Factor.
D. Belts: Oil-resistant, non-sparking, and non-static.
E. Motors and Fan Wheel Pulleys: Adjustable pitch for use with motors through 15 HP; fixed pitch for use with motors larger than 15 HP. Select pulley so that pitch adjustment is at the middle of the adjustment range at fan design conditions. Provide steel belt guards for motors mounted on the outside of the fan cabinet.
F. Shaft Bearings: Provide type indicated, having a median life "Rating Life" (AFBMA L (50)) of 200,000, calculated in accordance with AFBMA Standard 9 for ball bearings and AFBMA Standard 11 for roller bearings.
G. Factory Finish: The following finishes are required:
1. Sheet Metal Parts: Prime coating prior to final assembly.
2. Exterior Surfaces: Baked-enamel finish coat after assembly on all ferrous metal parts. No finish on galvanized or aluminum parts.

PART 3 – EXECUTION

3.1 INSTALLATION, GENERAL

- A. Install fans level and plumb, in accordance with manufacturer's written instructions. Support units as described below, using the vibration control devices indicated. Accurately locate roof curbs. Secure roof-mounted fans to roof curbs with cadmium-plated hardware.
B. Arrange installation of units to provide access space around units for service and maintenance.

3.2 CONNECTIONS

- A. Duct installations and connections are specified in other Division 15 sections. Make final duct connections with flexible connections.

SECTION 15855 – AIR OUTLETS AND INLETS

PART 1 – GENERAL

1.1 DESCRIPTION OF WORK

- A. This Project shall include air outlets and inlets work as indicated by drawings and schedules, and by requirements of this Section.
B. Types of air outlets and inlets required for project include ceiling air diffusers, wall registers and grilles, and louvers.

1.2 QUALITY ASSURANCE

- A. Codes and Standards: Air outlets and inlets shall be tested and rated in conformance with applicable sections of ARI 650, ASHRAE 70, AMCA 500 and NFPA 90A.

PART 2 – PRODUCTS

2.1 DIFFUSERS AND GRILLES

- A. General: Except as otherwise indicated, provide manufacturer's standard ceiling air diffusers and wall grilles where shown; of size, shape, capacity and type indicated; constructed of materials and components as indicated, and as required for complete installation.
B. Performance: Provide diffusers and grilles that have, as minimum, temperature and velocity traverses, throw and drop, and noise criteria ratings for each size device as listed in manufacturer's current data.
C. Ceiling Compatibility: Provide diffusers with border styles that are compatible with adjacent ceiling systems, and that are specifically manufactured to fit into ceiling module with accurate fit and adequate support. Refer to general construction drawings and specifications for types of ceiling systems which will contain each type of ceiling air diffuser.
D. Provide mounting frames to adapt to construction type. Where installed in hard ceilings or walls, provide surface mount frame below ceiling with perimeter flange and gasket to seal against ceiling construction.
E. Where indicated, provide adjustable opposed blade damper assembly, key operated from face of diffuser.
F. Provide, where required to protect fire rated ceiling penetrations, combination adjustable opposed blade damper and fusible link fire damper with UL approved link and assembly designed to meet requirements of NFPA 90A.
G. Subject to compliance with requirements, provide equipment manufactured by Krueger Mfg. Co.; Titus Products Co.; Tuttle & Bailey Corp.; or approved equivalent.

PART 3 – EXECUTION

3.1 INSTALLATION

- A. General: Install air outlets and inlets in accordance with manufacturer's written instructions and in accordance with recognized industry practices to insure that products serve intended functions.
B. Coordinate with other work, including ductwork and duct accessories, as necessary to interface installation of air outlets and inlets with other work.
C. Locate ceiling air diffusers, registers, and grilles, as indicated on general construction "Reflected Ceiling Plans". Unless otherwise indicated, locate units in center of acoustical ceiling modules.

SECTION 15990 – TESTING, ADJUSTING, AND BALANCING

PART 1 – GENERAL

1.1 DESCRIPTION OF WORK

- A. This Project shall include the requirements and procedures for total mechanical systems testing, adjusting, and balancing. Requirements include measurement and establishment of the fluid quantities of the mechanical systems as required to meet design specifications, and recording and reporting the results. Work includes testing, adjusting and balancing the supply air systems, return air systems, exhaust air systems, and verifying the temperature control system operation.

1.2 QUALITY ASSURANCE

- A. Agency Qualifications: Employ the services of an independent testing, adjusting, and balancing agency meeting the qualifications specified below, to be the single source of responsibility to test, adjust, and balance the building mechanical systems identified above, to produce the design objectives. Services shall include checking installations for conformity to design, measurement and establishment of the fluid quantities of the mechanical systems as required to meet design specifications, and recording and reporting the results.

- 1. Employ the services of an independent testing, adjusting, and balancing agency meeting the qualifications specified below, to be the single source of responsibility to test, adjust, and balance the building mechanical systems identified above. The independent testing, adjusting, and balancing agency shall be certified by the Associated Air Balance Council (AABC) or the National Environmental Balancing Bureau (NEBB) in those testing and balancing disciplines required for this project, and having at least one Professional Engineer registered in the State in which the services are to be performed, certified by AABC or NEBB as a Test and Balance Engineer.
B. Codes and Standards:
1. NEBB: "Procedural Standards for Testing, Adjusting, and Balancing of Environmental Systems."
2. AABC: "National Standards For Total System Balance".
3. ASHRAE: ASHRAE Handbook, 1984 Systems Volume, Chapter 37, Testing, Adjusting, and Balancing.

PART 2 – PRODUCTS

Not Used

PART 3 – EXECUTION

- 3.1 PERFORMING TESTING, ADJUSTING, AND BALANCING
A. Perform testing and balancing procedures on each system identified, in accordance with the detailed procedures outlined in the referenced standards.

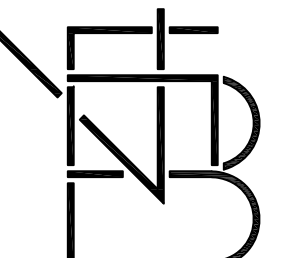
- B. Cut insulation, ductwork, and piping for installation of test probes to the minimum extent necessary to allow adequate performance of procedures. Patch insulation, ductwork, and housings, using materials identical to those removed. Seal insulation to re-establish integrity of the vapor barrier.

- C. Mark equipment settings, including damper control positions, valve indicators, fan speed control levers, and similar controls and devices, to show final settings. Mark with paint or other suitable, permanent identification materials.

3.2 RECORD AND REPORT DATA

- A. Prepare Test and Balance report and submit one (1) copy to the Engineer and one (1) copy to the Owner's Representative. Report shall be standard NEBB or AABC format.

END OF SECTION



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FIRM REG. NO. BR-3247



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NEI DEVELOPMENT 202 W. CENTER ST. SUITE 103 COFFEE SHOP DUNCANVILLE, TX 75116

PROJECT NO. 2024.311

Table with 3 columns: REV, DESCRIPTION, DATE

ISSUE 100% CD

ISSUE DATE SEPTEMBER 30, 2025

MECHANICAL SPECIFICATIONS

M403

GREASE INTERCEPTOR CALCULATION

GREASE INTERCEPTOR CALCULATIONS

Quote: 7827BC27

Reference No. 90204

Project Name: Coffee Shop

Step 1: Flow rate to grease interceptor

Fixture flow rate: (cu in / 231) = gal x 0.75 / 2 min = 2 min flow rate

NAME	TYPE	DIMENSIONS	QTY	CU IN	FLOW RATE
3 Compartment Sink	3 Compartment Sink	14" x 10" x 10" (3)	1	4,200	6.82 GPM
Dump Sink One Bowl	Dump Sink One Bowl	18" x 15" x 9"	1	2,430	3.94 GPM
Floor Drain Emergency	Floor Drain Emergency	N/A	2	N/A	0 GPM
Hand Sink	Hand Sink	9" x 9" x 5"	2	810	1.32 GPM
Mop Basin	Mop Basin	18" x 22" x 13"	1	5,148	8.36 GPM

Total **20.44 GPM**

Step 2: Grease Production

Servings per day x Grease production value x Days between pump-outs = Grease output

Servings per day: 50

Grease production value: 0.005 lbs per serving (Coffee Shop: Low / No flatware)

Days between pump-outs: 90 days

50 x 0.005 x 90 = 22.5 lbs of FOG

SCHIER MODEL	Description: GREASE INTERCEPTOR 50 GPM / 75 GPM, 4" PLAIN/FPT CONNECTIONS
GB-50	Dimensions: Length: 37", Width: 32.25", Height: 28.5" Flow Rate/Grease Capacity: 50 GPM / 439 lbs Liquid Capacity: 65 gal

PLUMBING FIXTURE SCHEDULE

MARK	DESCRIPTION	MANUFACTURER	MODEL	ROUGH IN SCHEDULE				NOTES
				CW	HW	WASTE	VENT	
L1	LAVATORY, WALL HUNG (ADA APPROVED)	AMERICAN STANDARD	0355.012	1/2"	1/2"	2"	1 1/2"	1,3,11
FD	FLOOR DRAIN	ZURN	ZN-415-B	--	--	3"	2"	4
FS	FLOOR SINK	ZURN	Z1910	--	--	3"	2"	5
HA	WATER HAMMER ARRESTOR	JAY R. SMITH	5000 SERIES	--	--	--	--	6
WH1	ELECTRIC TANK TYPE WATER HEATER	A.O. SMITH	DEL-50	1"	1"	--	--	7
RP1	RECIRCULATING PUMP	GRUNFOS	UP15-4287	--	3/4"	--	--	8
K22	MOP SINK	SEE KITCHEN EQUIPMENT SCHEDULE		3/4"	3/4"	3"	2"	9
							2"	

NOTES:

- INSTALL FOR COMPLETE ADA COMPLIANCE.
- PROVIDE WITH HEAVY DUTY WHITE PLASTIC OPEN FRONT SEAT & BOLT COVERS. LEVER TO BE AT WIDE SIDE OF STALL.
- PROVIDE WITH MOEN #CA8302BL CENTER SET FAUCET M-POWER 0.5 GPM WITH MATTE BLACK FINISHED WITH BASE PLATE, WALL CARRIER, GRID DRAIN, 17 GA. P-TRAP, ACCESSORIES & #104451 ADJUSTABLE MIXING VALVE SET AT 107°F.
- PROVIDE NICKEL BRONZE STRAINER, TRAP INLET & DEEP SEAL P-TRAP.
- PROVIDE NICKEL BRONZE HALF GRATE, SEDIMENT BASKET & DEEP SEAL P-TRAP.
- PDI SIZED PER RISER DIAGRAMS.
- PROVIDE WALL HANGER, 208/1V DUAL ELEMENTS 6 KW NON-SIMULTANEOUS. INSTALL PER MANUFACTURER'S REQUIREMENTS, SET TEMP AT 140°F.
- INLINE HOT WATER OPEN SYSTEM RECIRCULATING PUMP, CAPABLE OF 4.0 GPM (140°F) @ 14' HEAD, 1/25 HP, 115V/1PH, AQUASTAT, INTEGRAL ATTACHED TIMER FOR OPERATION CONTROLS & AN ATTACHED POWER CORD.
- PROVIDE WITH SERVICE FAUCET, HOSE, MOP HANGER, SPLASH CATCHER PANELS & 3" DEEP SEAL DRAIN WITH P-TRAP.
- PROVIDE TRUEBRO NO. 102 UNDER LAV. PIPE INSULATION KIT WITH NO. 105 ACCESSORY KIT.

PLUMBING FIXTURE NOTES:

- CONTRACTOR SHALL REFERENCE AND COORDINATE ROUGH-IN DIMENSIONS, MOUNTING HEIGHTS WITH ARCHITECTURAL DRAWINGS AND SPECIFIC OWNER'S REQUIREMENTS BEFORE PURCHASING AND/OR INSTALLING ANY FIXTURES OR ACCESSORIES AND BEFORE PROCEEDING WITH CONSTRUCTION.

PLUMBING GENERAL NOTES

- THE PLUMBING WORK SHALL BE PERFORMED IN STRICT ACCORDANCE WITH THE 2021 INTERNATIONAL PLUMBING CODE AS WELL AS ALL LOCAL REGULATIONS THAT MAY APPLY. IN CASE OF CONFLICT BETWEEN THE CONTRACT DOCUMENTS AND A GOVERNING CODE OR ORDINANCE THE MORE STRINGENT STANDARD SHALL APPLY.
- ALL PLUMBING WORK SHALL BE COORDINATED WITH ALL OTHER TRADES BEFORE PROCEEDING WITH THE INSTALLATION. NOTIFY THE OWNER'S REPRESENTATIVE IF ANY REMEDIATION WORK IS REQUIRED.
- INVERT ELEVATIONS AND EXACT LOCATIONS OF ALL EXISTING UTILITIES SHALL BE CHECKED BEFORE PROCEEDING WITH NEW WORK.
- NO CHANGES ARE TO BE MADE IN PLUMBING LAYOUT WITHOUT WRITTEN PERMISSION BY THE ARCHITECT OR ENGINEER.
- NO PIPING SHALL RUN EXPOSED IN FINISHED AREAS.
- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR PAYING RELATED FEES.
- ROUGHING DIMENSIONS OF ALL FIXTURES MUST BE COORDINATED WITH THE GENERAL CONTRACTOR.
- PROVIDE SHUTOFF VALVES FOR WATER HEATER BRANCH. PROVIDE DIELECTRIC FITTINGS OR COUPLINGS WHEREVER DISSIMILAR METALS ARE JOINED.
- PROVIDE SHUTOFF VALVES AT EACH FIXTURE ON WATER SUPPLY PIPES COLD AND HOT.
- ALL ACCESS PANELS SHALL BE BY CONTRACTOR. CONTRACTOR SHALL BE RESPONSIBLE FOR THEIR LOCATION.
- INSTALL ALL REQUIRED CLEANOUTS TO CLEAR EQUIPMENT AND FIXTURES.
- ALL WORK SHALL BE PROPERLY TESTED, BALANCED, AND CLEANED AND DISINFECTED. PROVIDE A ONE YEAR WARRANTY FROM DATE OF FINAL INSPECTION ON ALL PARTS AND LABOR.
- ALL PLUMBING FIXTURES SPECIFIED ARE FOR INFORMATION ONLY. EQUAL EQUIPMENT MAY BE INSTALLED SECURING FIRST THE ENGINEER'S APPROVAL.
- PITCH ALL WASTE AND SOIL PIPING AT MAXIMUM SLOPE POSSIBLE, BUT NOT LESS THAN 1/4" PER FOOT, EXCEPT WHERE NOTED.
- PROVIDE ALL PIPE OPENINGS THROUGH PARTITIONS WITH PIPE SLEEVES. PENETRATING FIRE RATED PARTITIONS, THE SPACE BETWEEN THE PIPE AND THE SLEEVE SHALL BE SEALED WITH FIRE STOPPING MATERIAL.
- EXISTING SAN. SEWER LINES BELOW GRADE ARE TO BE LOCATED PRIOR TO CONSTRUCTION. ACTUAL SITE CONDITIONS AND UTILITY CONNECTIONS / AVAILABILITY MAY VARY. CONTRACTOR SHALL VERIFY ACTUAL SITE CONDITIONS, ROUTE AND CONNECT AS REQUIRED PER CITY REQUIREMENTS. SAW, CUT EXISTING SLAB FOR NEW PIPING UNDER SLAB.
- ROUTE ALL INDIRECT DRAINS FROM EQUIPMENT TO FLOOR DRAINS AS REQUIRED.
- CONTRACTOR SHALL REFERENCE AND COORDINATE ROUGH-IN DIMENSIONS AND MOUNTING HEIGHTS WITH ARCHITECTURAL DRAWINGS BEFORE PURCHASING AND/OR INSTALLING ANY FIXTURES AND ACCESSORIES AND BEFORE PROCEEDING WITH CONSTRUCTION.
- CONTRACTORS ARE TO EXAMINE ALL FIXTURE SCHEDULES, LEGENDS AND RELATED MISCELLANEOUS DETAILS BEFORE PROCEEDING WITH ANY ROUGH-IN WORK.
- PURGE ALL WATER & GAS LINES BEFORE FINAL CONNECTION.
- TERMINATE ALL WATER ROUGH-INS WITH SHUT-OFF VALVES BEFORE CONNECTING TO RELATED FIXTURES.
- PROVIDE ALL EQUIPMENT, MATERIAL, LABOR, SUPERVISION, COSTS AND SERVICES REQUIRED TO INSTALL COMPLETE AND WORKING SYSTEMS, INCLUDING ALL ITEMS AND APPURTENANCES NECESSARY, REASONABLE INCIDENTAL OR CUSTOMARILY INCLUDED, EVEN THOUGH EACH AND EVERY ITEM IS NOT SPECIFIED OR SHOWN.
- NO PVC ABOVE GRADE UNLESS APPROVED BY LANDLORD.
- ALL FLOOR DRAINS IN DRY AREAS SHALL HAVE PRO-SET TRAP PRIMER GUARDS.
- ALL VENTS MUST BE 12 FT. FROM ANY AIR INTAKES.

PLUMBING CODE NOTES

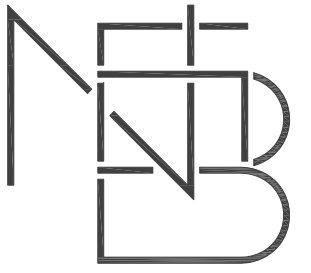
- ALL PLUMBING WORK AND MATERIALS SHALL MEET THE REQUIREMENTS OF THE LATEST EDITION OF THE INTERNATIONAL PLUMBING CODE OTHERWISE REQUIRED BY THE DEPARTMENT OF BUILDING AND SAFETY.
- CONTRACTOR SHALL FURNISH AND INSTALL ALL BACKFLOW PREVENTION DEVICES REQUIRED BY AGENCIES HAVING JURISDICTION.
- DRAINAGE SYSTEM (SEWER)
 - ALL MATERIALS SHALL COMPLY WITH SECTION 701.
 - DRAINAGE PIPING SHALL BE SLOPED PER SECTION 708.
- VENTS AND VENTING
 - EACH FIXTURE TRAP SHALL BE VENTED.
 - VENT PIPE MATERIAL SHALL COMPLY WITH SECTION 903.
- PLUMBING FIXTURES
 - WATER CLOSET BOWLS SHALL BE ELONGATED BOWLS WITH OPEN FRONT SEATS.
- WATER DISTRIBUTION
 - WATER PIPE AND FITTINGS SHALL BE COPPER PER SECTION 604.2 OR UPONOR TYPE.
- CONDENSATE DRAIN PIPING
 - COPPER TYPE M, TRAP AND VENT AS DETAILED ON DRAWINGS.

PLUMBING SYMBOLS AND LEGEND

—•—	COLD WATER (CW)	VTR	VENT THRU ROOF
—••—	HOT WATER (HW)	PC	PLUMBING CONTRACTOR
—•••—	HOT WATER RETURN (HWR)	CO	CLEANOUT
—FW—	FILTERED WATER (FW)	FCO	FLOOR CLEANOUT
—G—	GAS LINE (LOW PRESSURE)	DCO	DOUBLE CLEANOUT
—D—	CONDENSATE DRAIN	WCO	WALL CLEANOUT
—V—	PLUMBING VENT (V)	A/C	ABOVE CEILING
—SS—	SANITARY WASTE (SS) - BELOW SLAB/GRADE	AFF	ABOVE FINISH FLOOR
—GW—	GREASE WASTE (GW) - BELOW SLAB/GRADE	B/F	BELOW FLOOR
←	DIRECTION OF FLOW	FD	FLOOR DRAIN
○	PIPE UP/DOWN	GCO	GRADE CLEANOUT
○	BALL VALVE	FPC	FIRE PROTECTION CONTRACTOR
⊥	GAS COCK	MC	MECHANICAL CONTRACTOR
~•~	SOFT COPPER PIPING UNDERFLOOR (CW SHOWN)	EC	ELECTRICAL CONTRACTOR
EQP	FIXTURE IDENTIFICATION	B/G	BELOW GRADE
⊙	PLAN NOTE	POC	POINT OF CONNECTION
IW	INDIRECT WASTE	POC	POINT OF CONNECTION
(E)	EXISTING	NFHB	NON FREEZE HOSE BIB
⊗	PRESSURE REDUCING VALVE	RPZ	REDUCE PRESSURE ZONE VALVE
M	GAS METER	⊕	CONNECTION TO EXISTING
⊗	GAS REGULATOR	EGS	EMERGENCY GAS SHUT-OFF

DRAWING INDEX

P001	GENERAL NOTES & SYMBOLS
P101	WASTE & VENT PLAN
P102	DOMESTIC WATER PLAN
P201	RISERS DIAGRAMS & DETAILS
P301	PLUMBING DETAILS



NSBRANCH
ARCHITECTS

1920 MCKINNEY AVE STE 700
DALLAS, TX 75201
WWW.NSBARCH.COM

FIRM REG. NO. BR-3247



TBPE Firm Reg. No. F-7446

275 Tealwood Dr.
Coppell, Texas 75019
(214) 729-6696

E-mail: timwon@ewamep.com
Website: ewamep.com



NEI DEVELOPMENT
 202 W. CENTER ST. SUITE 103
 COFFEE SHOP
 DUNCANVILLE, TX 75116

PROJECT NO. 2024.311

REV	DESCRIPTION	DATE

ISSUE

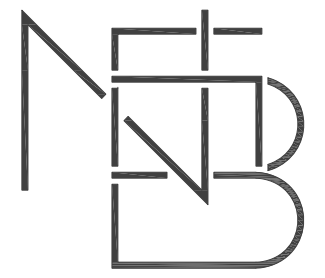
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ISSUE DATE

SEPTEMBER 30, 2025

**GENERAL NOTES
& SYMBOLS**

P001



NSBRANCH ARCHITECTS

1920 MCKINNEY AVE STE 700
DALLAS, TX 75201
WWW.NSBRANCH.COM

FIRM REG. NO. BR-3247



TBPE Firm Reg. No. F-7446

275 Tealwood Dr.
Coppell, Texas 75019
(214) 729-6696

E-mail: timwon@ewamep.com
Website: ewamep.com



9/30/25

NEI DEVELOPMENT
202 W. CENTER ST. SUITE 103
COFFEE SHOP
DUNCANVILLE, TX 75116

PROJECT NO. 2024.311

REV	DESCRIPTION	DATE

ISSUE

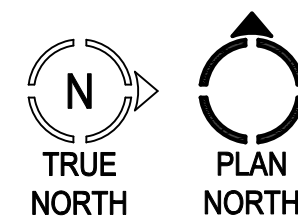
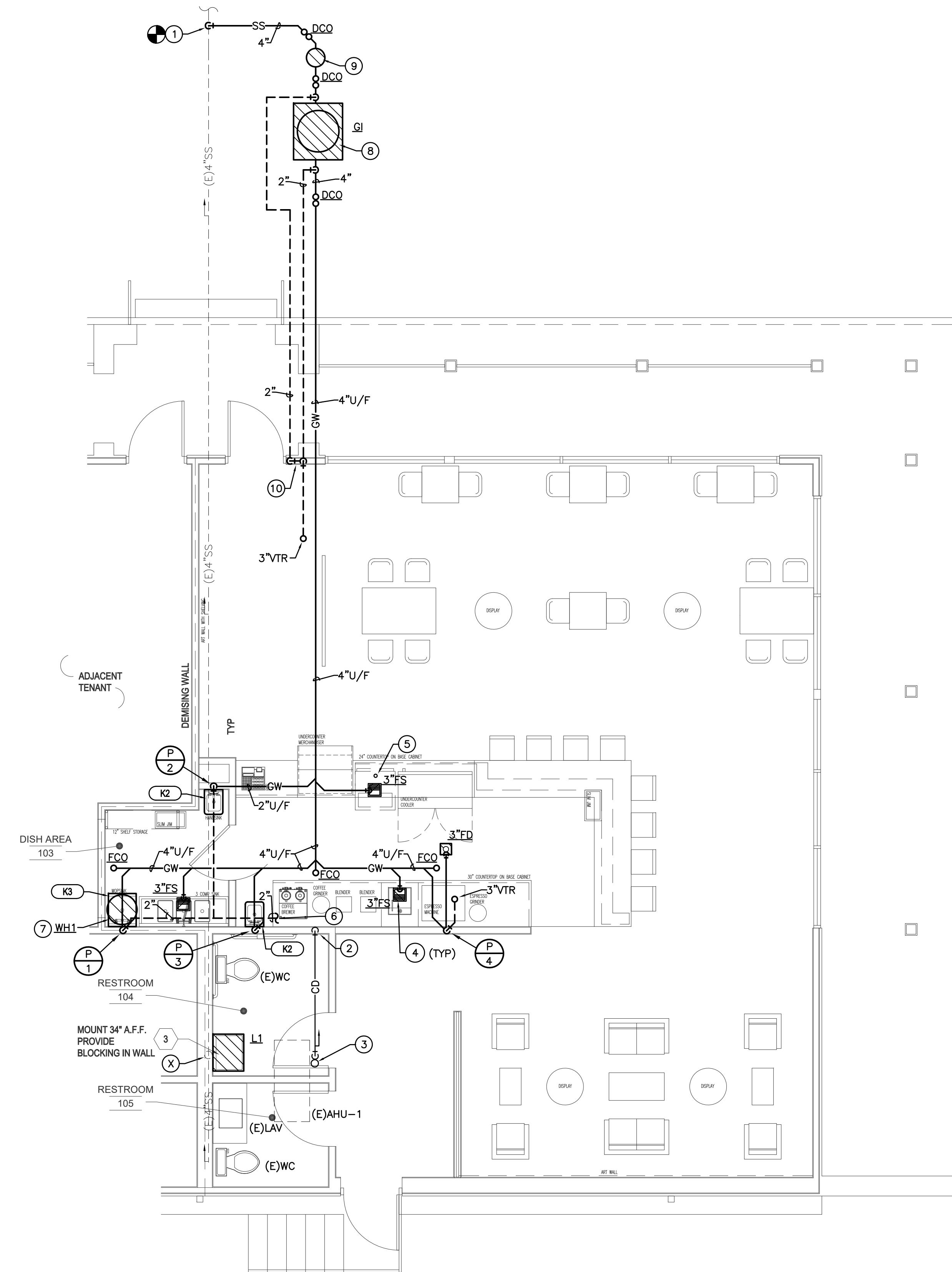
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ISSUE DATE

SEPTEMBER 30, 2025

WASTE & VENT
PLAN

P101



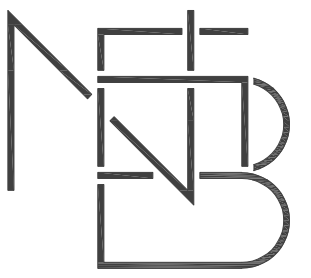
01 WASTE & VENT PLAN

SCALE: 1/4" = 1'-0"

PLUMBING KEY NOTES

KEY NOTES WITH ELLIPTICAL SYMBOL AND NUMBER CORRESPOND TO KITCHEN EQUIPMENT SHOWN IN KITCHEN PLAN SHEETS. REFER TO KITCHEN PLANS FOR SUPPLEMENTAL INFORMATION.

- 1 CONNECT NEW SANITARY SEWER SERVICE TO EXISTING SERVICE BELOW GRADE, VERIFY EXACT LOCATION, DEPTH & SUFFICIENT SIZE PRIOR TO BID. NOTIFY THE OWNER'S REPRESENTATIVE IF ANY REMEDIATION WORK IS REQUIRED.
- 2 EXTEND 1" CONDENSATE DRAIN FROM AHU DOWN IN WALL & INTO FLOOR SINK WITH AIR GAP.
- 3 1" CONDENSATE DRAIN PIPING FROM THE HVAC UNIT SHALL BE ROUTED OVER HEAD AS HIGH AS POSSIBLE, AT A MINIMUM PITCH OF 1/4" PER FOOT IN THE DIRECTION OF FLOW.
- 4 FIXTURE DRAIN IS CONNECTED TO A HORIZONTAL BRANCH DRAIN AND IS CONSIDERED CIRCUIT VENTED PER THE 2021 IPC.
- 5 EXTEND DRAIN PIPE (FULL SIZE) FROM ICE MACHINE TO FLOOR SINK WITH AIR GAP.
- 6 CONNECT NEW VENT LINE TO EXISTING SERVICE OVER HEAD, VERIFY EXACT LOCATION & SUFFICIENT SIZE PRIOR TO BID. NOTIFY THE OWNER'S REPRESENTATIVE IF ANY REMEDIATION WORK IS REQUIRED.
- 7 ROUTE THE T&P DRAIN FROM THE WALL MOUNTED ELECTRIC TANK TYPE WATER HEATER INTO MOP SINK WITH AN INDIRECT CONNECTION.
- 8 NEW GREASE INTERCEPTOR, COORDINATE PLACEMENT WITH ALL UTILITIES, LANDSCAPING, GRADING & CONCRETE WORK.
- 9 NEW SAMPLING WELL, COORDINATE PLACEMENT WITH ALL UTILITIES, LANDSCAPING, GRADING & CONCRETE WORK.
- 10 (2) 2" VENTS FROM GREASE INTERCEPTOR. CONNECT AT 42" A.F.F. PROVIDE WALL CLEANOUT IN EACH VENT. DO NOT CONNECT INTERCEPTOR VENTS TO BUILDING VENT. FIELD VERIFY EXISTING CONDITIONS AND COORDINATE WITH CIVIL.



NSBRANCH ARCHITECTS

1920 MCKINNEY AVE STE 700
DALLAS, TX 75201
WWW.NSBARCH.COM

FIRM REG. NO. BR-3247



TBPE Firm Reg. No. F-7446

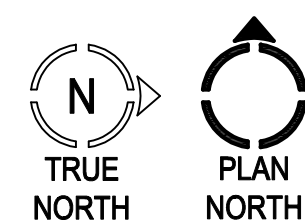
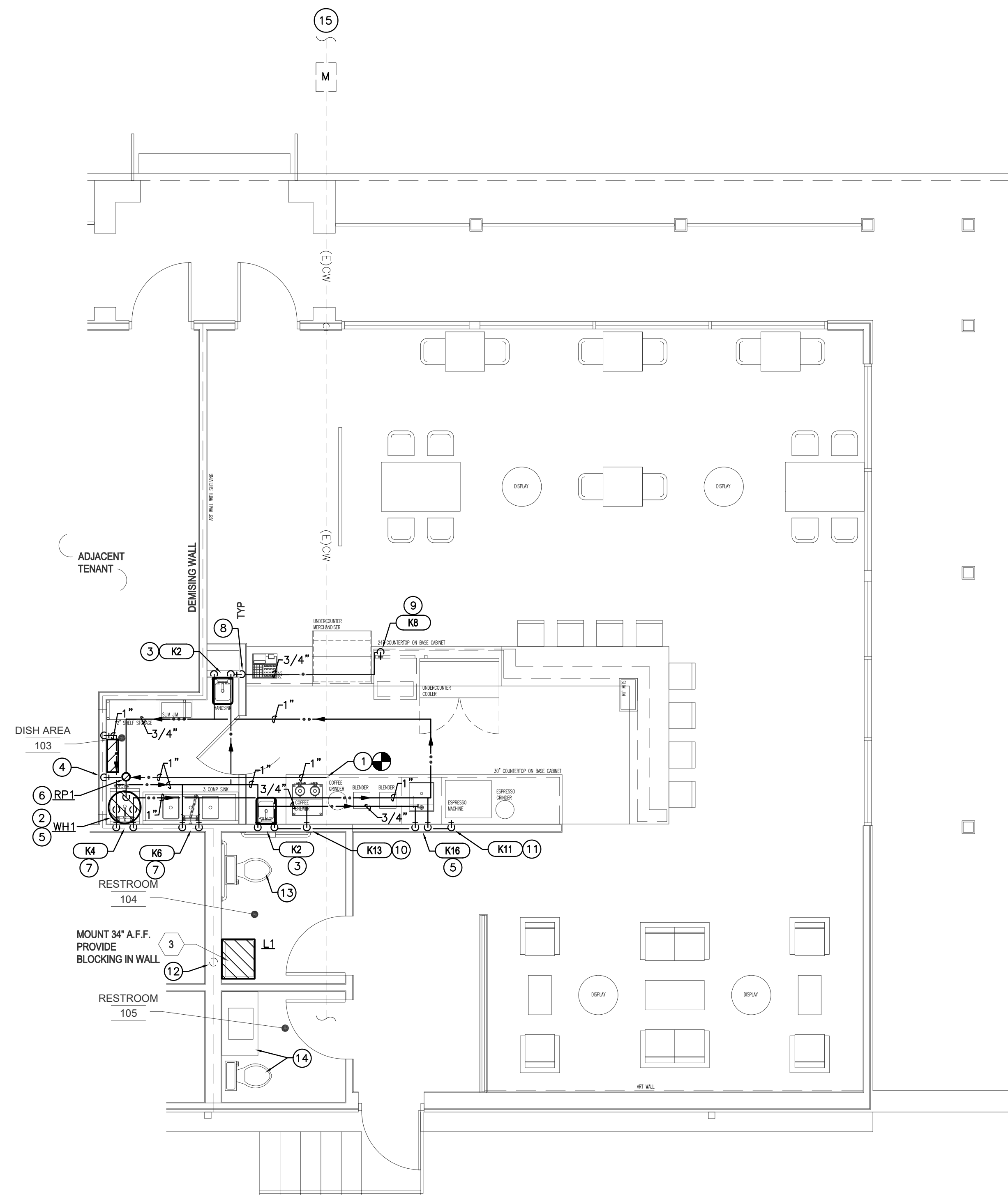
275 Tealwood Dr.
Coppell, Texas 75019
(214) 729-6696
E-mail: timwon@ewamep.com
Website: ewamep.com



PLUMBING KEY NOTES

KEY NOTES WITH ELLIPTICAL SYMBOL AND NUMBER CORRESPOND TO KITCHEN EQUIPMENT SHOWN IN KITCHEN PLAN SHEETS. REFER TO KITCHEN PLANS FOR SUPPLEMENTAL INFORMATION.

- ① CONNECT NEW 1" DOMESTIC WATER TO EXISTING WATER SERVICE OVER HEAD, PROVIDE SHUT-OFF AT RISE & EXTEND OVERHEAD. VERIFY EXACT LOCATION & SUFFICIENT SIZE PRIOR TO BID. NOTIFY THE OWNER'S REPRESENTATIVE IF ANY REMEDIATION WORK IS REQUIRED.
- ② ROUTE THE 1" HW/CW TO THE WALL MOUNTED ELECTRIC TANK TYPE WATER HEATER. THE MANIFOLD ASSEMBLY SHALL BE INSTALLED COMPLETE WITH SHUT OFF VALVE PER THE WATER HEATER MANUFACTURER'S INSTRUCTIONS.
- ③ ROUTE 1/2" HW & CW TO HAND WASHING FIXTURE. INSTALL SUPPLIES COMPLETE WITH HOT WATER TEMPERING VALVE, WATTS #LMFFV SET AT 107°F.
- ④ 1" DOMESTIC WATER DOWN TO AN APPROVED WALL HUNG BACKFLOW PREVENTER PER CITY'S REQUIREMENTS.
- ⑤ ROUTE 1/2" HW & CW TO DUMP SINK. INSTALL SUPPLIES COMPLETE WITH HOT WATER TEMPERING VALVE, WATTS #LMFFV SET AT 107°F.
- ⑥ ROUTE THE 3/4" HOT WATER RETURN TO THE INLINE RECIRCULATION PUMP AND CHECK VALVE ASSEMBLY MOUNTED ABOVE THE FINISHED CEILING, PRIOR TO CONNECTION TO THE CW SUPPLY TO WATER HEATER.
- ⑦ ROUTE 1/2" HW & CW DOWN IN WALL WITH SUPPLIES & STOPS TO FAUCET CONNECTION.
- ⑧ ROUTE 3/4" CW DOWN IN WALL & EXTEND UNDER EQUIPMENT TO ICE MACHINE SYSTEM.
- ⑨ EXTEND 3/4" CW WITH SHUT-OFF & AN APPROVED STAINLESS STEEL RPZ FOR CONNECTION TO THE POINT OF USE ICE MACHINE WATER FILTER ASSEMBLY. THE WATER FILTER SHALL BE FURNISHED AND INSTALLED & WALL MOUNTED IN AN ACCESSIBLE LOCATION. FIELD COORDINATE ALL WATER CONNECTIONS WITH KITCHEN VENDOR INSTALLATION REQUIREMENTS.
- ⑩ EXTEND 1/2" CW DOWN IN WALL WITH SHUT-OFF & AN APPROVED STAINLESS STEEL RPZ FOR CONNECTION TO THE POINT OF USE COFFEE MACHINE WATER FILTER ASSEMBLY. TEE-OFF 1/2" FW LINE IN WALL & EXTEND TO ESPRESSO MACHINE AS SHOWN. THE WATER FILTER SHALL BE FURNISHED AND INSTALLED & WALL MOUNTED IN AN ACCESSIBLE LOCATION. FIELD COORDINATE ALL WATER CONNECTIONS WITH KITCHEN VENDOR INSTALLATION REQUIREMENTS.
- ⑪ EXTEND 1/2" FW IN WALL WITH SHUT-OFF & AN APPROVED STAINLESS STEEL RPZ FOR CONNECTION TO THE ESPRESSO MACHINE. FIELD COORDINATE ALL WATER CONNECTIONS WITH KITCHEN VENDOR INSTALLATION REQUIREMENTS.
- ⑫ CONNECT NEW LAVATORY TO EXISTING WASTE LINE IN PLUMBING CHASE.
- ⑬ EXISTING WATER CLOSET TO REMAIN, VERIFY UNIT IS IN GOOD WORKING CONDITION. NOTIFY THE OWNER'S REPRESENTATIVE IF ANY REMEDIATION WORK IS REQUIRED.
- ⑭ EXISTING WATER CLOSET & LAVATORY TO REMAIN, VERIFY UNITS ARE IN GOOD WORKING CONDITION. NOTIFY THE OWNER'S REPRESENTATIVE IF ANY REMEDIATION WORK IS REQUIRED.
- ⑮ EXISTING WATER SERVICE ENTRANCE & METER, VERIFY EXACT LOCATION & SIZE PRIOR TO BID. NOTIFY THE OWNER'S REPRESENTATIVE IF ANY REMEDIATION WORK IS REQUIRED.



01 DOMESTIC WATER PLAN

SCALE: 1/4" = 1'-0"

NEI DEVELOPMENT
202 W. CENTER ST. SUITE 103
COFFEE SHOP
DUNCANVILLE, TX 75116

PROJECT NO. 2024.311

REV	DESCRIPTION	DATE

ISSUE

100% CD

ISSUE DATE

SEPTEMBER 30, 2025

DOMESTIC WATER PLAN

P102

REV	DESCRIPTION	DATE

ISSUE

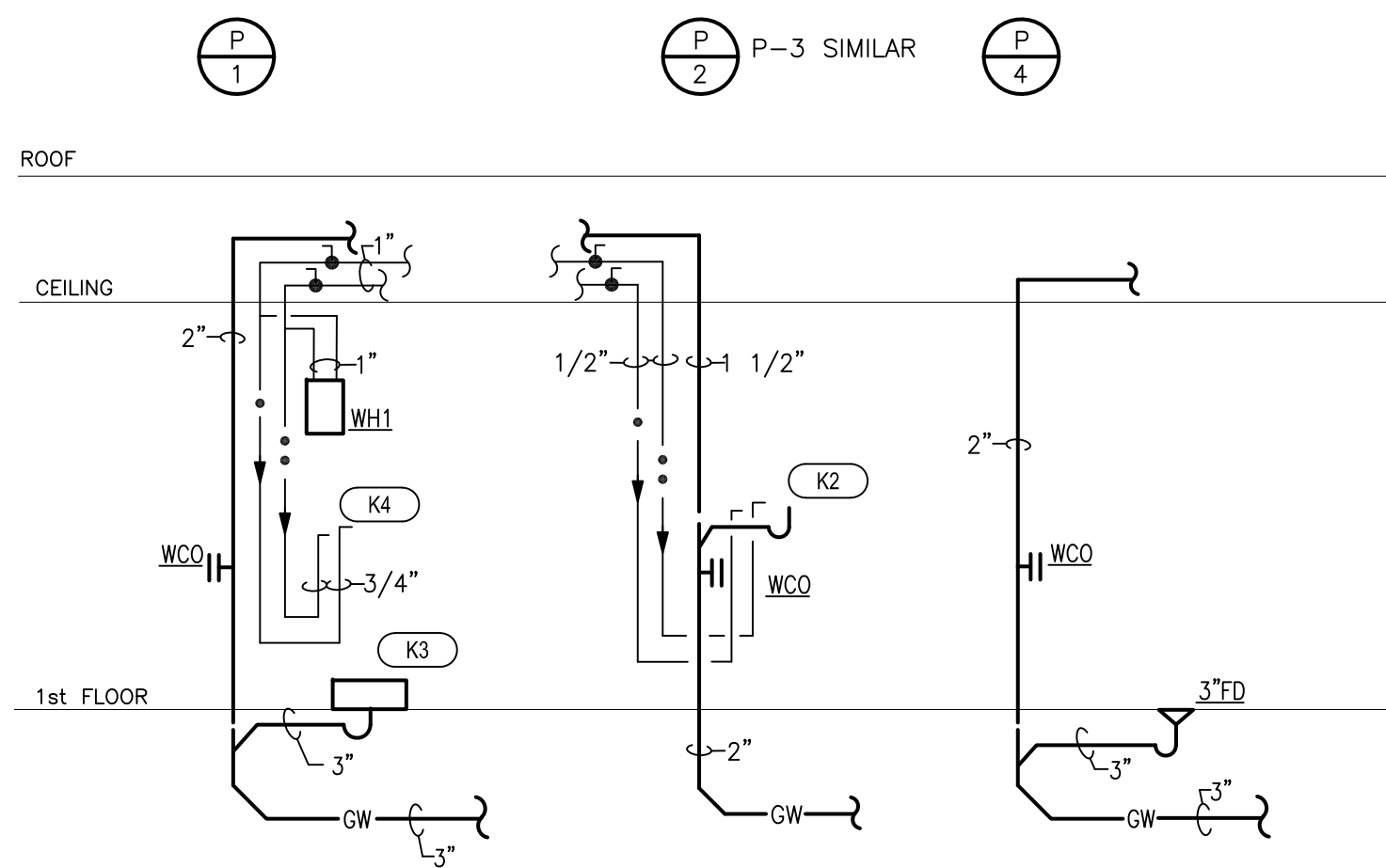
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ISSUE DATE

SEPTEMBER 30, 2025

PLUMBING RISER DIAGRAMS

P201



PLUMBING RISER GENERAL NOTES:

1. REFER TO FLOOR PLANS FOR PLUMBING FIXTURE DESIGNATIONS. CONTRACTOR WILL BE RESPONSIBLE FOR PROVIDE PLUMBING FIXTURES AS SHOWN ON THE PLUMBING AND ARCHITECTURAL DRAWINGS.
2. VERIFY ALL LOCATIONS OF HANDICAPPED PLUMBING FIXTURES WITH ARCHITECTURAL DRAWINGS.
3. INSTALL AIR CHAMBERS ON ALL EACH HOT & COLD WATER ROUGH-IN, ALSO PROVIDE SCHOCK ABSORBERS ON ALL QUICK CLOSING VALVES.
4. COORDINATE INSTALLATION OF ALL ACCESS PANELS WITH ARCHITECT PRIOR TO INSTALLATION.
5. ARCHITECT RESERVES THE RIGHT TO RELOCATE ACCESS PANELS WITHOUT ADDITIONAL COST. CONTRACTOR MAY RELOCATE TRAP PRIMERS TO ABOVE CEILING IF ALLOWED BY ARCHITECT, IF RELOCATED THE CONTRACTOR SHALL PROVIDE ACCESS PANEL IN GYPBOARD CEILING.

1 PLUMBING RISER DIAGRAMS
SCALE: NONE

SPECIFICATION NOTES

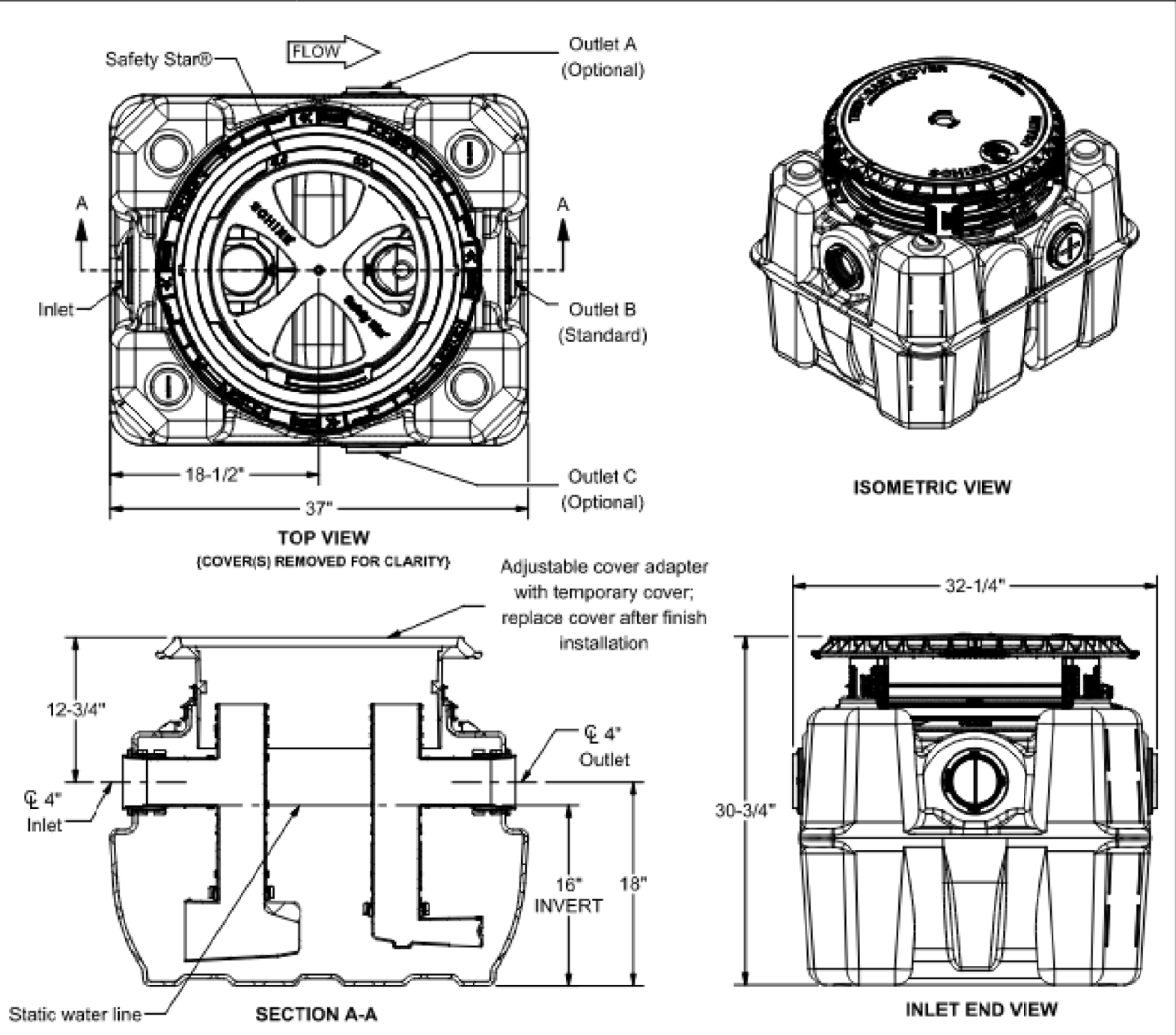
- (1) 4" FPT inlet/outlet with 4" plain end fittings
- (2) Unit weight: 78 lbs. For wet weight, add 542 lbs. For traffic-rated cover(s), add 90 lbs per cover. For pedestrian cover(s), add 7 lbs per cover.
- (3) Maximum operating temperature: 150° F continuous
- (4) Liquid Capacity: 65 gal
Grease Capacity (50 GPM): 439 lbs (60 gal)
Grease Capacity (75 GPM): 287 lbs (43 gal)
Solids Capacity: 13 gal
- (5) For gravity drainage applications only
- (6) Do not use for pressure applications
- (7) Cover placement allows full access to tank for proper maintenance
- (8) Vent not required unless per local code
- (9) Engineered inlet and outlet diffusers with inspection ports are removable to inspect / clean piping
- (10) Integral air relief / Anti-siphon / Sampling access
- (11) Cover adapters provide an adjustable height range of 5"
- (12) Designed for below-grade, above-grade, indoor or outdoor installations
- (13) Safety Star® (450 lbs load capacity) is an access restrictor built into each cover adapter to prevent accidental entry into tanks

CERTIFIED PERFORMANCE
Great Basin® hydromechanical grease interceptors are third party performance-tested and listed by IAPMO to ASME A112.14.3 and CSA B481.1 grease interceptor standards and greatly exceed requirements for grease separation and storage. They are compliant to the Uniform Plumbing Code and the International Plumbing Code.

ENGINEER SPECIFICATION GUIDE
Schier Great Basin® grease interceptor model GB-50 shall be lifetime guaranteed and made in USA of seamless, molded polyethylene with minimum 3/8" uniform wall thickness. Interceptor shall be furnished for above or below-grade installation with adjustable cover adapter, Safety Star® access restrictor built into each cover adapter, and three outlet options. This unit is certified for hydromechanical performance to ASME A112.14.3 (Type D) and CSA B481.1. Interceptor flow rate shall be 50 GPM or 75 GPM. Interceptor grease capacity shall be 439 lbs.

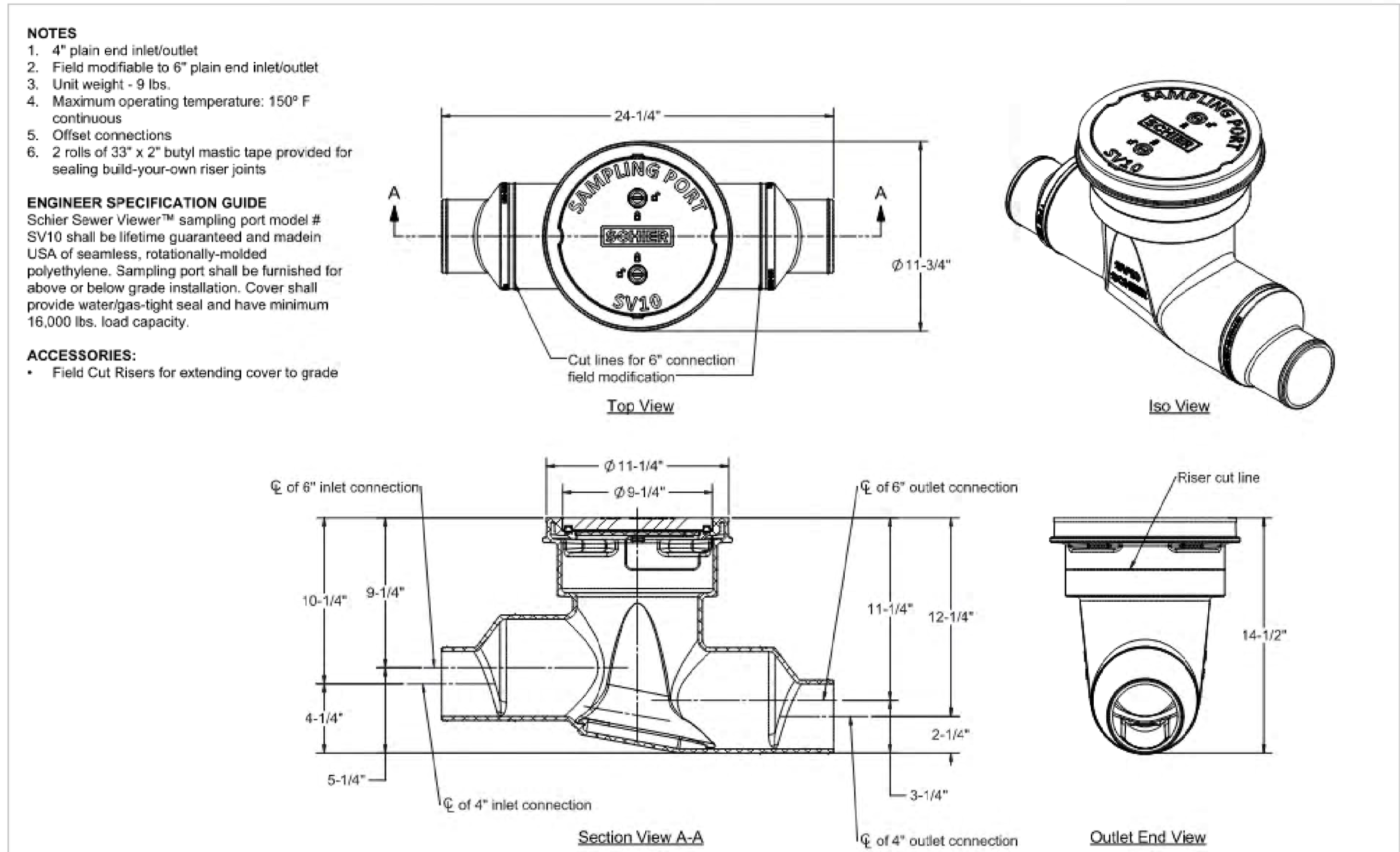
COVERS SOLD SEPARATELY
This unit is provided with temporary cover(s) intended for the duration of jobsite installation. Purchase one of the following finish covers.

- T24-GI (B044-000-01): Traffic-rated (AASHTO H-20) cast iron cover shall provide water/gas-tight seal and have a minimum of 16,000 lbs load capacity. For outdoor installation.
- P24-GI (B045-000-01): Pedestrian-rated poly cover shall provide water/gas-tight seal and have a minimum of 2,000 lbs load capacity. For indoor installation.



<p>SCHIER</p> <p>6455 Woodland Dr Shawnee, KS 66218 tel: 913-951-3300 fax: 913-951-3399 schierproducts.com Made in the U.S.A.</p>	MODEL NUMBER	GB-50
	PART NUMBER	4025-300-01
	DESCRIPTION	GB-50 GREASE INTERCEPTOR 50 GPM / 75 GPM, 4" PLAIN/FPT CONNECTIONS
	DRAWN BY	C.FINCHAM
DATE	05/20/2025	REV A ECO 00108
<p>PROPRIETARY AND CONFIDENTIAL. THE INFORMATION CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF SCHIER PRODUCTS. ANY REPRODUCTION IN PART OR AS A WHOLE WITHOUT THE WRITTEN PERMISSION OF SCHIER PRODUCTS IS PROHIBITED.</p>		

2 GREASE INTERCEPTOR DETAIL
SCALE: NONE



SPECIFICATION SHEET		<p>SCHIER</p> <p>6455 Woodland Dr Shawnee, KS 66218 Tel: 913-951-3300 Fax: 913-951-3399 schierproducts.com</p>
MODEL NUMBER:	PART NUMBER: 8065-001-01	
SV10	DESCRIPTION: SV10 SEWER VIEWER SAMPLING PORT, 4" CONNECTIONS (FIELD MODIFIABLE TO 6"), POLYETHYLENE COVER	
DWG BY: B.BROWN	DATE: 6/6/2022 REV: - ECO: -	

3 SAMPLING WELL DETAIL
SCALE: NONE



ESTD. 1881 OLD RAIL STATION

By signing this document, the customer agrees to the services and conditions outlined in this document.

ESTIMATE



Prepared For

NEI Development
202 w center st
Duncanville , Tx

DFW ELITE PLUMBING M-44032

306 Azalea Ln
Duncanville, TX 75137
Phone: (972) 365-6953
Email: dfweliteplumbing@gmail.com

Estimate # 507
Date 03/16/2026

Description	Total
Cut Concrete	\$6,500.00
Cut concrete for 1,000 gallon grease trap and cut on interior to tie In sewer line for 3 compartment sink and for future use of kitchen space for commercial kitchen	
Labor and material	
50.0 gallon grease trap	\$18,500.00
Schier GB 1000 grease trap	
coffee shop	\$18,500.00
Saw cut on interior and run grease line to exterior to accommodate 50 gallon grease trap run vents through roof and pour back concrete after passed inspection.	
Run water lines and set fixtures	
Labor and material	
Taxes	\$2,450.00
Subtotal	\$45,950.00
Total	\$45,950.00

By signing this document, the customer agrees to the services and conditions outlined in this document.

Concept Facility Services 646 E. Hwy 67, Duncanville, TX 75137
9722988600 | freeney@conceptsvecs.com



Estimate #17636

Estimate for NEI Development LLC

For: NEI Development LLC,
202 W. Center St, Duncanville, TX 75116

Created on: Thu Mar 05, 2026

Serviced on: Fri Mar 06, 2026

Option #1

\$98,650.00

Approve

Services	Qty	Unit price	Amount
New Install/Remodel - GREASE TRAP OR DISPOSAL LINE Coordinate, layout and install new grease traps at Coffee Shop and Event Center. Grease trap main will be connected to existing sewer main on property. Installation to be done per City of Duncanville approval.	1.00	\$98,650.00	\$98,650.00

Price Excludes miscellaneous concrete and permit.

Services subtotal	\$98,650.00
Subtotal	\$98,650.00
Total	\$98,650.00

Option #2-Suite 100-Event Center/Cafe

\$59,375.13

Approve

Services	Qty	Unit price	Amount
GREASE TRAP-Remodel Installation Suite 100-Coordinate, layout and install new grease traps at Event Center/Cafe. Grease trap main will be connected to existing sewer main on property. Installation to be done per City of Duncanville approval. Price Excludes miscellaneous concrete and permit.	1.00	\$54,850.00	\$54,850.00
Services subtotal			\$54,850.00
Subtotal			\$54,850.00
Tax Texas Sales Tax			\$4,525.13

Total

\$59,375.13

Copy of Option #3-Suite 103-Coffee Shop

Approve

\$47,413.50

Services	Qty	Unit price	Amount
<p>GREASE TRAP-Remodel Installation</p> <p>Suite 103-Coordinate, layout and install new grease traps at Coffee Shop. Grease trap main will be connected to existing sewer main on property. Installation to be done per City of Duncanville approval.</p> <p>Price Excludes miscellaneous concrete and permit.</p>	1.00	\$43,800.00	\$43,800.00
Services subtotal			\$43,800.00
Subtotal			\$43,800.00
Tax			\$3,613.50
Texas Sales Tax			
Total			\$47,413.50

Not what you were looking for?

Please let us know if you'd like to request some changes. We'd love to win your business.

[Decline all options](#)

[Contact us](#)

Clifford Freaney - TX Plumbing License #M-19066-
Texas State Board of Plumbing Examiners-PO Box 4200- Austin, TX 78765- (800)845-6584
Regulated by The Dept of Licensing & Regulation- PO Box 12157-Austin, TX 78711- (800)803-9202- (512)643-6599
www.license.state.tx.us/complaints.
Thank you for your business!

fastsigns.com/319

Payment Terms: Cash Customer

Created Date: 4/28/2026

DESCRIPTION: AG- Non Electrical Raceway with Channel Letters (Budgetary Only Subject to Change)

Bill To: People Folks
202 W Center St Suite 103
Duncanville, TX 76116
US

Installed: People Folks
202 W Center St Suite 103
Duncanville, tx 76116
US

Requested By: Tim Maiden
Email: tim@twowins.org
Work Phone: (972) 339-0360
Cell Phone: (972) 339-0360

Salesperson: Alex Garcia
Email: alex.garcia@fastsigns.com
Work Phone: 214-864-4454
Cell Phone: 214-864-4454

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	30" x 150" people folks art. Play. Connect. Dine) logo "budgetary" ** Please note that this estimate is budgetary pending vector artwork. Pricing may change once vectored artwork is reviewed. **	1	\$5,530.27	\$5,530.27

1.1	Misc. - Text: (30" X 150" PEOPLE FOLKS ART. PLAY. CONNECT. DINE) LOGO/Welded reverse channel letters w/aluminum backs /nonilluminated- <ul style="list-style-type: none"> • 1 Set(s) of Reverse Non-Illuminated Special Mounting reading (30" X 150" PEOPLE FOLKS ART. PLAY. CONNECT. DINE) LOGO • Logo 1: Qty 1 - 30 in (H) x 150 in (W) Contour Shape (30" X 150" PEOPLE FOLKS ART. PLAY. CONNECT. DINE) LOGO • Faces: Aluminum - .080 Mill Finish 60 x 120 • : GF22460 3.2mil Matte White Trans 60" with GF23160 2.4mil Gloss ClearUV 60" • 3 in return Aluminum - .080 Mill Finish 60 x 120 • Paint: Exterior - TBD Akzo Satin w/ Color Match • Aluminum Sheet Backs: Aluminum - .080 Mill Finish 60 x 120 • Mounting 1: Extrusion Raceway 7"x4.5" Raceway Extrusion-TE-RW4.5.7: 150 in (L) - TBD Akzo Satin • Mount Type: Raceway • Mounting Hardware: Mounting Clips-WE-MT-6 - Adjustable • Pattern: No • Non UL 			
2	City of Duncanville Wall Sign Permit	1	\$150.00	\$150.00
2.1	Permit - Price subject to change based on actual cost of permit once approved and billed by the city.			
3	Permit Acquisition	1	\$199.00	\$199.00
3.1	Permit Acquisitions - Coordinate with city pre-production to verify compliance with sign regulations. Includes conducting sign code research, filing applications, and submitting sign drawings/specs. Customer is responsible for acquiring any needed landlord approvals prior to the start of the permit process.			
4	Installation of New Non Electrical Signage on Raceway	1	\$2,907.00	\$2,907.00
4.1	Standard Installation -			

Subtotal:	\$8,786.27
Taxes:	\$712.49
Grand Total:	\$9,498.76
<i>Credit Card Surcharge:</i>	3.00%
<i>Total with Surcharge:</i>	\$9,783.72

Estimate valid for 15 days.* Product summaries are intended as general descriptions only; actual specs and guarantees are not included on this document. Turnaround times are estimates. Sign warranties and care instructions are available upon request. Signs designed for temporary, short-term use cannot be warranted. All sales are final. Fees apply to cancelled orders, rescheduled installations, and any undisclosed product or installation conditions.

*Due to current market volatility, some material pricing is subject to change prior to order placement.

Signature: _____ **Date:** _____

FASTSIGNS is independently owned & operated.



4610 Mint Way, Dallas, TX 75236
 (214) 339-2227 (817) 861-1234 f:(214)339-9987
 www.SignsManufacturing.com

Sales Order #:2604222944

Preparation Date: 04/22/26

Your Sales Consultant is Steven

<u>Billing Address</u>		<u>Job / Shipping Address</u>	
Name:		Name:	
Company:	People Folks	Company:	People Folks
Address:	202 W. Center Street	Address:	202 W. Center Street
City, State, Zip:	Duncanville, TX 76116	City, State, Zip:	Duncanville, TX 76116
PO#:		Email:	Tim@twowins.org
Phone#:		Phone#:	

DESCRIPTION

"Prepare new sign artwork including measurements, callouts, colors (if known) and a cross-section (if needed) for the customer's approval.

Fabricate 12in (nominal) channel letters reading: PEOPLE FOLKS

Lighting Design: front lit

Lighting Method: 1 stroke of SolarBrite™ warm white LED lighting.

Fabrication: mechanically welded construction (not stapled or pop-riveted)

Overlay: FALSE

Trim: 1in Jewelite trimcap with an aluminum core and SolarGuard™ protection

Faces: 1/8in Plexiglas with SolarGuard™ protection

Returns: 5in deep, .040 aluminum, painted white on the inside for even illumination

Backs: .063 aluminum, caulked along edges to prevent light leaks

Fabricate 7in (nominal) channel letters reading:

ART,PLAY.ONNECT,DINE

Lighting Design: front lit

Lighting Method: 1 stroke of SolarBrite™ warm white LED lighting.

Fabrication: mechanically welded construction (not stapled or pop-riveted)

Overlay: FALSE

Trim: 1in Jewelite trimcap with an aluminum core and SolarGuard™ protection

Faces: 1/8in Plexiglas with SolarGuard™ protection

Returns: 5in deep, .040 aluminum, painted white on the inside for even illumination

Backs: .063 aluminum, caulked along edges to prevent light leaks

Fabricate a 36in x 40in (nominal) channel sign.

Lighting Design: front lit

Lighting Method: 7 strokes of SolarBrite™ warm white LED lighting.

Fabrication: mechanically welded construction (not stapled or pop-riveted)

Overlay: 1 color of 3M high performance translucent vinyl

Trim: 1in Jewelite trimcap with an aluminum core and SolarGuard™ protection

Faces: 1/8in Lexan™ (or equivalent) with SolarGuard™ protection

Returns: 5in deep, .040 aluminum, painted white on the inside for even illumination

Backs: .063 aluminum, caulked along edges to prevent light leaks

(1) aluminum/ACM backplate, approximately 41sqft total size, will be used between the raceway and the channels, color TBD.

This sign will be UL or ETL Listed for installation anywhere Listing is required (anywhere in Texas).

Permit application/preparation and inspection labor are included.

Installation is included.

--SEPARATED CONTRACT--

Sign Cost: \$18,432.00 (incorporated materials: \$854.49, labor & overhead: \$17,577.51)

Sales tax: \$70.50 (saving you \$1,450.15 in sales taxes)"

Option 2 Only the "PEOPLE FOLKS" letters will light, vinly On the back plate for "ART PLAY,CONNECT, DINE'

Prepare new sign artwork including measurements, callouts, colors (if known) and a cross-section (if needed) for the customer's approval.

Fabricate 12in (nominal) channel letters reading: PEOPLE FOLKS

- Lighting Design: front lit
- Lighting Method: 1 stroke of SolarBrite™ warm white LED lighting.
- Fabrication: mechanically welded construction (not stapled or pop-riveted)
- Overlay: FALSE
- Trim: 1in Jewelite trimcap with an aluminum core and SolarGuard™ protection
- Faces: 1/8in Plexiglas with SolarGuard™ protection
- Returns: 5in deep, .040 aluminum, painted white on the inside for even illumination
- Backs: .063 aluminum, caulked along edges to prevent light leaks

Fabricate a 36in x 40in (nominal) channel sign.

- Lighting Design: front lit
- Lighting Method: 7 strokes of SolarBrite™ warm white LED lighting.
- Fabrication: mechanically welded construction (not stapled or pop-riveted)
- Overlay: 1 color of 3M high performance translucent vinyl
- Trim: 1in Jewelite trimcap with an aluminum core and SolarGuard™ protection
- Faces: 1/8in Lexan™ (or equivalent) with SolarGuard™ protection
- Returns: 5in deep, .040 aluminum, painted white on the inside for even illumination
- Backs: .063 aluminum, caulked along edges to prevent light leaks

(1) aluminum/ACM backplate, approximately 24sqft total size, will be used between the raceway and the channels, color TBD.

This sign will be UL or ETL Listed for installation anywhere Listing is required (anywhere in Texas).

Permit application/preparation and inspection labor are included.

Installation is included.

--SEPARATED CONTRACT--

Sign Cost: \$9,335.00 (incorporated materials: \$494.95, labor & overhead: \$8,840.05)

Sales tax: \$40.84 (saving you \$729.31 in sales taxes)"

YOUR COST*:	6543
EXTENDED WARRANTY:	
ENGINEER'S DRAWING:	Additional if required
INSTALLATION:	Included
ELECTRICAL HOOK-UP**:	Included with install (within 6' of sign)
TOTAL TAX:	Plus Tax \$62.59
PERMITS:	Additional (at cost) if required
3rd-Party Fees**:	Additional (at cost) if required
LESS DEPOSIT:	50% \$3302
BALANCE DUE:	Before shipment, delivery or install.

*Monthly payment plans available. 3% Service Fee is charged on credit card payments.

Regulated by the Texas Department of Licensing and Regulation - P.O. Box 12157, Austin, Texas 78711 1-800-803-9202 512-463-6599 | License #TSLC 18015, TSLC 18016,

Guaranteed Highest Quality...Guaranteed Lowest Price...www.tdlr.texas.gov

Permit Necessary? Yes

CUSTOMER SIGNATURE

Proposal Valid For 7 Days

18% APR WILL BE CHARGED ON PAST DUE BALANCES
SEE TERMS & CONDITIONS (ATTACHED)

Our warranty does not apply to electric signs fed by improper wiring.
Hourly calculations also include travel to/from the job location.

TERMS AND CONDITIONS

1. **PRICING** The price of the Sign includes material and labor as hereinafter described only. It does not include any costs related to installation or permit costs, city or state taxes, engineer's fees, any landscaping, or any additional charges incurred by landlords or shopping centers unless specifically stated. All orders received by Signs Manufacturing Corporation, hereinafter referred to as Seller, must be accompanied by a fifty percent (50%) down-payment before actual work on the order will begin. The total balance must be paid prior to the day of shipment or installation unless special arrangements have been made in advance and are specified herein. A delivery charge will be required on all delivered orders. Should Purchaser not be ready for delivery when the sign is completed, Seller may require ninety percent (90%) of the total balance to be paid in full. The remainder of the balance will be required upon delivery or at the end of 90 days if still not ready for delivery. Seller is not responsible for undelivered merchandise. Under no conditions will any items be held beyond 90 (ninety) days after manufacturing completion, unless stated in this agreement. A Late Payment Fee of the lesser of 1.5% per month (18% APR) or the maximum rate allowed by law will be assessed on any past due balance. This is a separated Contract (materials, labor, overhead and profit are accounted for separately for sales tax purposes, which MAY save on sales tax.) Our invoices are the controlling part of this contract.
2. **CONSERVE YOUR NEST EGG™ PRICING ALTERNATIVE.** Only if specifically stated in writing will Seller delay the fifty percent (50%) down-payment above and begin the permitting process while Purchaser arranges credit with our advice. Purchaser will provide Seller with a permit processing payment so that the permitting process can begin. This amount is refundable when full-price financing is arranged and the financing company has accepted our deposit billing.
3. **CHANGE REQUESTS.** Changes to this written contract MUST be requested by Purchaser in writing. Verbal changes are not acceptable. Seller assumes no responsibility for improperly communicated changes to this written contract. Changes to this written contract may affect pricing. If there is a discrepancy between the approved art and this contract, the approved art controls.
4. **PERMITS, INSPECTIONS AND FEES.** Seller may assist in obtaining permits, licenses, documentation and inspections at the Purchaser's request; however, the Purchaser remains solely responsible for complying with all applicable government regulations. Seller is not liable for any legal or regulatory actions resulting from noncompliance. This can optionally include filing for a new, or modifying an existing, Certificate of Occupancy. Purchaser appoints Seller and its employees as Attorney-In-Fact (Agent) with full power to represent Purchaser in all matters when dealing with municipalities and contractors. Agent is authorized to agree to all terms and conditions as he shall deem proper. Purchaser shall pay, or promptly reimburse Seller for its payment of such costs and fees. Purchaser acknowledges that modifying permit applications or any additional filings required after original submission incurs additional costs and fees. Purchaser shall obtain and pay for all private permits and permissions which may be necessary for the installation and use of the Signs. Seller will not assume responsibility for the consent of public authorities, owners, or lessee for the installation of sign. Purchaser is responsible for payment for all work performed before all permits are secured, in the event a public or private permit is refused. Seller shall not be obligated to commence manufacturing of the Signs until all necessary permits and licenses have been obtained. Sign permit issuances are based on the Authority Having Jurisdiction's (AHJ) interpretation of ordinances. New interpretations by an AHJ can result in the revocation of issued permits and/or their refusal to issue new permits. Purchaser acknowledges and assumes these risks. Seller assumes no liability for these changes and Purchaser acknowledges additional costs could result and that an AHJ may not allow the project to continue. Cancellation of a permit will not relieve Purchaser of obligations under this Sale. Purchaser shall obtain and pay for all public and private permits, licenses, inspection fees, as well as third-party surveys and any permissions necessary for Seller's removal of the Signs upon the termination or cancellation of this Sale for any reason.
5. **PERFORMANCE.** Upon acceptance of this Sale by Seller, Seller shall diligently begin performance hereunder, it is herein agreed that all deposits or payments are immediately earned and not refundable, but Seller's performance hereunder shall always be subject to any delays resulting from fire, war, earthquake, tornado, flood, strikes, labor disturbance or disputes, breakage, unforeseen commercial delays, acts of God, or circumstances beyond the control of Seller, or negligence or deliberate act of Purchaser, its agents, employees, contractors, or third parties. Purchaser warrants and represents to Seller that the Signs shall not be used for any personal, family, or household purposes whatsoever.
6. **INSTALLATION WORK.** Purchaser is responsible for all electrical and data connections to all signs unless specifically included herein. Purchaser is responsible for providing all pitch-pans and steel necessary to attach sign. Purchaser is responsible for additional charges incurred due to unforeseen conditions including those encountered in digging or drilling. Any included electrical hook-up assumes adequate and easily accessible existing power. Seller is not responsible for roof penetrations. Removed items (old signs, fixtures, etc.) will be disposed of without compensation to Purchaser unless otherwise specified on the Sales Order.
7. **SPECIALLY FABRICATED MATERIALS.** The material requested will be specially fabricated by Seller for use on the project or property specified, and may not be suitable for another use. Seller hereby notifies Purchaser and any other party provided a copy of this contract that an order for specially fabricated material has been received and accepted. The amount of the order is reflected herein. Purchaser acknowledges receipt of the foregoing notice and hereby waives any statutory requirement for service of such notice by certified or registered mail.
8. **GUARANTEES & WARRANTIES.** All Guarantees and Warranties herein contained are transferable to Subsequent Owners of a sign both manufactured and installed by Seller so long as all financial and other obligations of Purchaser are current and the Subsequent Owner confirms that all remaining obligations will be fulfilled. Lifetime Service Guarantee discounts Sellers normal labor charges 20%, after the initial Guarantee & Warranty periods, for a sign both manufactured and installed by Seller. If any part of a sign both manufactured and installed by Seller fails in the first five (5) years of service, Seller will provide parts and service at no charge. Extended Warranties, when purchased, extend the initial Warranty to the term specified in the extension document, but never more than ten (10) years. The Forever™ Guarantee provides coverage of all parts and service costs for the life of the agreement specified in the contract. At one time specified by Purchaser (or sooner if replacement parts become unavailable) all (affected) component parts of the sign will be replaced if Purchaser purchased the Forever™ Guarantee and is not in default. If Purchaser purchases a replacement sign from Seller during the term of the Forever™ Guarantee, Seller may at its sole discretion assign a portion of the accumulated payments under the Forever™ Guarantee to the cost of the new sign. Forever™ Guarantee renewal rates may vary. All Guarantees and Warranties are offered based on standard conditions and do not include rental or subcontracted items. Nonstandard conditions may incur additional costs to Purchaser. Signs may need to be removed and returned to our facilities in Dallas for work to be performed; if this is not possible for any reason Purchaser may incur additional costs. There is no Guarantee or Warranty if the electrical system supplying power to an illuminated sign does not meet the requirements of the current National Electrical Code and if grounding rods are not installed for outdoor Programmable LED Signs. No Guarantee or Warranty covers damage resulting from accidents, fire, war, earthquake, tornado, high winds, hail, flood, strikes, labor disturbance or disputes, breakage, bullet or projectile damage, acts of God, power surges, brownouts, wear and aging, or circumstances beyond the control of Seller including, but not limited to, the color uniformity of LED lamps, electronic-component dimming (aging), or negligence or deliberate act of Purchaser, its agents, employees, contractors, or third parties. An LED lamp failure rate per component (module) of one-tenth of one percent (0.1%) is considered an acceptable failure rate for LED signs. Seller provides a one (1) year Warranty on any parts we replace in our signs, non-Solarbrite™ lamps excluded. All parts replaced in competitive signs, and any third party signs, are excluded from Seller's Warranty. Seller will assist Purchaser in obtaining any available warranty repair and/or replacement parts from parts/components Suppliers, including parts/components of competitive signs serviced, but the parties understand and agree that Seller is not responsible or liable in any way for providing Suppliers warranty, warranty service, or replacement parts. These Guarantees and Warranties become void immediately should Purchaser not adhere to the conditions of this Sale, including complete payment within thirty days of installation. Seller is not responsible or liable in any way for breakage or damage to sign after installation has been completed. The Seller's Guarantee and Warranty become void should anyone other than a Seller employee perform any work on a sign, other than electrical work related to installation of sign. The parties understand and agree that **THE EXPRESS GUARANTEES AND WARRANTIES HEREIN CONTAINED ARE IN LIEU OF ANY AND ALL OTHER GUARANTEES AND WARRANTIES, EXPRESS OR IMPLIED, INCLUDING THE WARRANTY OF MERCHANTABILITY AND OF FITNESS FOR ANY PARTICULAR PURPOSE, AND SUCH GUARANTEES AND WARRANTIES ARE HEREBY DISCLAIMED. PURCHASER ACKNOWLEDGES THAT IT IS NOT RELYING ON SELLER'S SKILL OR JUDGEMENT TO SELECT, FURNISH, INSTALL OR MAINTAIN SIGNS SUITABLE FOR ANY PARTICULAR PURPOSE (including, but not limited to, the resolution of LED signs) AND THAT THERE ARE NO GUARANTEES OR WARRANTIES WHICH ARE NOT CONTAINED IN THIS SALE.**
9. **UNAUTHORIZED MODIFICATIONS.** Seller shall not be responsible for any alterations or modifications to a sign after installation. Purchaser agrees to indemnify and hold Seller harmless from any liability that may result from any alteration or modification, including without limitation liability for violations of city, state or federal ordinances, regulations laws, or statutes.
10. **DEFAULT BY PURCHASER.** This Sale may not be unilaterally terminated by either party; provided, however, that if Purchaser shall fail to pay as agreed, Seller may, at its sole option and without demand or notice to Purchaser, cancel this Sale and remove the Signs. In such event, all amounts shall remain immediately due and payable together with all past due amounts and any other amounts due hereunder. Purchaser agrees to pay to Seller all such amounts, plus any other amounts due to Seller under this Sale, which aggregate sum Purchaser agrees shall constitute the actual liquidated damages Seller shall have sustained by reason of Purchaser's default under this Sale and not a penalty. Purchaser agrees to pay Seller all costs and expenses of collection, suit, or other legal action, including all actual attorneys' and paralegal fees, incurred by Seller to recover damages in connection with this Sale. Upon the termination or cancellation of this Sale for any reason, Seller may enter upon the premises where the Signs are located and remove the Signs to Seller's facilities in Dallas, or elsewhere, and Seller shall have no obligation to replace, restore or repair any property, item, fixture, structure or part of the premises which was affected by the installation and/or maintenance of the Signs. In the event Seller removes the Signs pursuant to the provisions of this Paragraph, Purchaser shall pay to Seller all of the expenses of removal, as well as reinstallation.
11. **OWNERSHIP.** Purchaser expressly agrees and understands that at all times title and ownership of the Signs shall remain vested with Seller and the Signs shall be the sole and exclusive property of Seller until such time as all financial and other obligations of Purchaser created by this Sale have been fulfilled. Purchaser acknowledges that the Signs are and shall remain personal property even if installed or attached to real property and that the Signs shall not be or become, or be deemed to be, fixtures or appurtenances to real property because of installation or attachment thereto, and that the Signs shall be severable from such real property by Seller until such time as all financial and other obligations of Purchaser created by this Sale have been fulfilled. Purchaser grants to Seller the right to photograph Purchaser and Purchaser's property and to use pictures, photographs, silhouettes and other reproductions of Purchaser's physical likeness and/or Purchaser's property. Purchaser agrees and covenants that any and all drawings, designs, diagrams, plans and specifications, technical descriptions, illustrations, blueprints, schematics, software, computer programs, programming software, brochures, schedules, cost-price analyses, terms and conditions, and any other work product or data which are prepared by Seller (the "Documents") in connection with the construction, installation, erection, or maintenance of the Signs, or the labor, materials and equipment in connection therewith, are to be returned to Seller by Purchaser upon request, may not be copied or reproduced in any form without written permission first obtained from Seller, and are to remain the special and unique property and proprietary and confidential information of Seller. Purchaser covenants and agrees that Purchaser shall not, directly or indirectly, incorporate, implement, abridge, employ or otherwise use any portion or all of the Documents with respect to any other signs, electric advertising signs, or any other project which Purchaser or any third party may thereafter construct, install, erect, maintain, purchase or lease at any time. Purchaser further agrees and covenants that Purchaser will use its best efforts and exercise utmost diligence to protect and safeguard the Documents. All trademarks associated with a sign manufactured by Seller remain the exclusive property of their respective owners, including all trademarks owned by Signs Manufacturing and Maintenance Corporation, Signs Sales Corp., Sign Marketing, Incorporated, and Solar Finishes, Inc. In the event of a breach or threatened breach by Purchaser of the covenants of this Paragraph, Seller, Signs Manufacturing and Maintenance, Signs Sales, Solar Finishes, and Sign Marketing shall be entitled to relief by injunction or otherwise, in addition to all other remedies, both legal and equitable. Purchaser agrees and covenants that all covenants of this Paragraph shall continue in full force and effect so long as a possibility of the breach by Purchaser of such covenants or any term or condition of this Sale exists.
12. **LIMITED LIABILITY. PURCHASER AGREES AND AFFIRMS THAT SELLER'S LIABILITY, WHETHER IN CONTRACT, TORT, OR ANY OTHER THEORY OF LIABILITY, INCLUDING BUT NOT LIMITED TO FRAUD, MISREPRESENTATION, BREACH OF CONTRACT, PERSONAL INJURY, PRODUCTS LIABILITY OR ANY OTHER THEORY, IS LIMITED AND SELLER SHALL NOT BE LIABLE FOR ANY SPECIAL, COMMERCIAL, EXEMPLARY, DIRECT, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES OR PUNITIVE DAMAGES, OR DAMAGES FOR LOSS OF USE, LOSS OF ANTICIPATED PROFITS, INCOME, OR ECONOMIC LOSSES OF ANY KIND. SELLER'S LIABILITY, WHETHER EXPRESS OR IMPLIED, SHALL NOT EXCEED THE LESSER OF \$50,000 OR THE COST OF REPAIR OR REPLACEMENT OF DEFECTIVE PARTS.**
13. **LAW AND FORUM FOR DISPUTES.** This Agreement shall be governed in all respects by the laws of the State of Texas, without regard to conflict of law provisions. Venue of any claim or dispute arising from this Agreement shall be in any state or federal court located in Dallas County, Texas. Purchaser agrees to submit to the personal jurisdiction of the courts located within Dallas County, Texas for the purpose of litigating all such claims or disputes.
14. **OTHER.** This Sale is binding upon and shall inure to the benefit of the parties and their respective successors and permitted assigns, but the obligations of Purchaser hereunder shall not be assigned, assignable or transferable, through operation of law or otherwise, without the prior written consent of Seller. Any assignment shall be expressly subject to all terms and provisions of this Sale. In the event of any assignment, Purchaser shall remain fully liable for the full performance of all Purchaser's obligations under this Sale. Purchaser herein acknowledges that Seller is not responsible for content Purchaser displays on any sign, and will hold Seller harmless and indemnify any loss due to action of law. No waiver by either party of the breach or nonperformance of any provision of this Sale shall be construed to be, or operate as, a waiver of any subsequent breach or nonperformance hereof. The invalidity or unenforceability of any provisions of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, which shall remain in full force and effect. Any notice required to be given hereunder shall be addressed to the other party at its address set forth in this Sale, or at such other address as such other party may from time to time by such written notice designate to the other. Purchaser's acceptance of this Sales Order and these Terms and Conditions is acknowledged by Purchaser's signature or written initials on this document, approval by fax or email, filing a lease application, by written or verbal approval of drawings or other Work Product prepared by Seller if requested by Purchaser in writing, or by payment of a deposit. We are regulated by the Texas Department of Licensing and Regulation, P. O. Box 12157, Austin, Texas 78711, 1-800-803-9202, 512-463-6599; website: www.tdlr.texas.gov. License# TSCL 18015, TSCL 18016, TECL 17503.

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Guaranteed Highest Quality...Guaranteed Lowest Price™



1500 N Interstate 35E
 Ste# 100
 Carrollton, TX 75006
 (469) 360-7429

INVOICE

INV-8501

Payment Terms: Cash Customer

Created Date: 4/22/2026

DESCRIPTION: Signs Package

Bill To: People Folks
 202 W Center St #103
 Duncanville, TX 75116
 US

Ordered By: Gabrielle McBay
 Email: tim@twowins.org

Salesperson: alex nadir

NO.	Product Summary	QTY	UNIT PRICE	TAXABLE	AMOUNT
1	Illuminated Storefont with Permit and Install	1	\$5,990.00	\$5,990.00	\$5,990.00
1.1	Aluminum .040 -				
Subtotal:					\$5,990.00
Taxable Amount:					\$5,990.00
Taxes:					\$494.18
Grand Total:					\$6,484.18
Amount Paid:					\$0.00
BALANCE DUE:					\$6,484.18

A

150"

 **PEOPLE FOLKS**
ART. PLAY. CONNECT. DINE

30"



STAFF REPORT

MEETING: Community and Economic Development Corporation - May 18, 2026

TITLE:

CONSIDER APPROVAL OF AN INCENTIVE AGREEMENT WITH RED BIRD BOWLING LANES, INC. IN AN AMOUNT UP TO \$30,000 FOR INFRASTRUCTURE AND PAVEMENT GRANTS AT 1114 S. MAIN STREET, DUNCANVILLE, TEXAS, 75137; AND AUTHORIZE THE PRESIDENT TO EXECUTE THE NECESSARY DOCUMENTS.

Vision Statement:

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

Pillar:

Empower Economic Opportunity:

- Promote strategic reinvestment in commercial corridors and support small businesses.

STAFF RESPONSIBLE:

Marcela Perez

BACKGROUND/HISTORY:

POLICY EXPLANATION:

FUNDING SOURCE:

ORG and Object Number
12051000-708501

Available Budget

Purchase Amount

After Encumber

\$528,388.50

\$30,000.00

\$498,388.50

ACTION ALTERNATIVES:

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

ATTACHMENTS:

Red Bird Bowling Lanes Inc Incentive Agreement

WHEREAS, the DCEDC has determined that making economic development grants in accordance with this Agreement will further the objectives of the DCEDC and will benefit the DCEDC, the City, and the city's residents by helping to stimulate local economic development through beautification and site readiness for investment and development, increase the City's yearly ad valorem collections, increase sales tax, and encourage economic vitality in the City.

NOW, THEREFORE, in consideration of the mutual benefits and promises contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

ARTICLE I. AUTHORIZATION

1.01. The City Council finds and determines that this Agreement is authorized and governed by Texas Local Government Code Chapters 501 through 505.

ARTICLE II. TERM

2.02. This Agreement shall be effective as of the date of execution by all parties with specific performance standards being met by **December 16, 2026**, unless otherwise terminated as provided for in this agreement; and, the compliance provisions of this agreement shall service for a period of five (5) years from the effective date.

ARTICLE III. GRANT

3.01. Economic Development Incentives.

As an economic development incentive grant to assist the Applicant located at 1114 S Main Street in Duncanville, Texas, the DCEDC agrees to provide infrastructure (\$12,500.00) and pavement (\$17,500.00) grants in an amount not to exceed a total of **\$30,000.00**, for improvements to the property located at said address, occupied by the Applicant subject to the terms and conditions set forth in this Agreement. Grant reimbursement payments will be made if funds are available from sales tax proceeds once all the Applicant performance standards have been met and nothing contained herein shall constitute a contract for goods or services under the law.

3.02. The Applicant shall file a written proposal and plans with the DCEDC which shall provide detailed plans concerning the use of funds to achieve the purposes recited herein.

ARTICLE IV. COVENANTS OF RED BIRD BOWLING LANES, INC

4.01. As a condition precedent and in consideration of the DCEDC agreeing to make the economic development incentive grants described above, and to be eligible to receive reimbursement, the Applicant agrees to do the following:

- (a) Cause the improvements as defined herein to be permitted and installed at the address indicated herein in compliance with the local ordinance; and

- (b) Provide a verified grant reimbursement request form along with original copies of the actual paid invoices for expenses within the provisions to Article III the business incurred **before December 16, 2026 at 5 p.m.**; and
- (c) Provide proof of legal occupancy of the specified location of 1114 S Main Street, Duncanville, Texas 75137; and
- (d) Incentive grants shall mean cash grants not to exceed \$30,000 for improvements (Project) to the property located at 1114 S Main Street, Duncanville, Texas 75137; and
- (e) Receive a certificate of occupancy for 1114 S Main Street, Duncanville, Texas 75137 on or before December 16, 2026; and
- (f) Pay and be current to the ad valorem and sales during the term of this Agreement and through a period of five (5) years from the effective date; and
- (g) Development and maintain the property in conformity to the local Comprehensive Zoning Ordinance and other local applicable regulation codes; and
- (h) During the term of this Agreement, the Applicant, agrees not to knowingly employ any undocumented workers or unlicensed contractors and/or subcontractors at the development, and if convicted of a violation under 8 U.S.C Section 1324a(f), the Applicant, shall repay the amount of the grant payments received within 130 business days after the date the Applicant, is notified by the City of such violation, and this agreement automatically terminates.
- (i) If work is found to be incomplete within the timeline provided in Article IV, the Applicant, may request via written documentation an extension of 30 business days to complete work. If the work remains incomplete by the end of this extension, the Applicant, will be found in violation of this agreement and shall repay any grants under the provisions of Section 5.2 of this agreement is terminated and the Applicant will indemnify the DCEDC of any obligations related to grants and incentives that are withheld.

ARTICLE V. GENERAL PROVISIONS

5.01. **Termination and Default.** This Agreement terminates upon any one of the following:

- (a) By the Applicant, through mutual written agreements of both parties; and
- (b) By DCEDC, if the Applicant, files any false documentation concerning the application or receipt of the Grant; and
- (c) By DCEDC and the Applicant, respectively, if the other party defaults or breaches any of the terms or conditions of this Agreement and such default or breach is not

cured within thirty (30) days after written notice thereof by the non-breaching party;
and

- (d) By DCEDC, if any taxes, fees, impositions or charges owed to the DCEDC, the City of Duncanville, or the State of Texas by the Applicant, shall have become delinquent (provided, however, that such taxes, fees, or charges shall not be considered delinquent for purposes of this Section 5.1(c) until any proper and timely protest or contest of such taxes or fees has become final) for a period of five (5) years from the effective date; and
- (e) By DCEDC, if the Applicant suffers an Event of Bankruptcy or Insolvency; and
- (f) By DCEDC and the Applicant, respectively, if any subsequent federal or state legislation or any decision of a court of competent jurisdiction declares or renders this Agreement invalid or illegal; and
- (g) By DCEDC, if insufficient funding is available to provide the grant contemplated herein. In such event, the DCEDC shall give the Applicant not less than fifteen (15) days notice of its intent to terminate; and
- (h) By DCEDC, if any other material provisions of this Agreement is breach by the Applicant.

"Event of Bankruptcy or Insolvency" shall mean the dissolution or termination of the Applicant existence, insolvency, employment of receiver for any part of the Property and such appointment is not terminated within ninety (90) days after such appointment is initially made, any general assignment for the benefit of creditors or the commencement of any proceedings under any bankruptcy or insolvency laws by or against the Applicant and Owner and such proceedings are not dismissed within ninety (90) days after the filing thereof,

5.02. Recapture Provision. In the event the Applicant does not comply with the terms of this Agreement or is otherwise in default as provided herein, the Applicant pursuant to the provisions herein shall refund the DCEDC the Grant Payments actually paid by DCEDC and received by the Applicant immediately preceding the date of such termination. If the payment is not refunded within 30 days of termination, the Applicant will indemnify the DCEDC of any fees or costs related to recuperating funds owed to the DCEDC, plus interest and attorney fees.

5.03. Mutual Assistance. The Applicant and the DCEDC shall do all things necessary or appropriate to carry out the terms and provisions of this Agreement and to aid and assist each other in carrying out the terms and provisions hereof.

5.04. Representations and Warranties. The Applicant represents and warrants to the DCEDC that it is a duly organized company under the laws of the State of Texas and is in good standing and can execute the terms of this agreement.

5.05. **Employee Hiring, Materials, and Supplies Purchased.** Although not a condition of this Agreement, the DCEDC requests that the Applicant when feasible, satisfies its needs for all additional employees from Duncanville residents and/or purchases materials and supplies from Duncanville merchants and businesses.

5.06. **Section or Other Headings.** Section or other headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.

5.07. **Verification and Compliances.** The Applicant agrees to allow the DCEDC's lawful representative to conduct an audit on all of the Applicant business records, documents, and agreements or other instruments, subject to appropriate confidentiality, in furtherance of the following purposes only:

- (a) To ensure the Applicant compliance with the affirmative covenants set forth in this Agreement; and
- (b) To determine the existence of a default or breach of the terms of this Agreement; and
- (c) To ensure compliance with the prerequisites for paying a Reimbursement Incentive; and
- (d) To determine whether the correct amount of sales taxes are being collected and reported.

The DCEDC will provide the Applicant with written notice of any request for an audit and shall cooperate with the Applicant to schedule audit activities so as to minimize disruption of the Applicant normal business operations.

5.08. **Indemnification.** IN PERFORMING ITS OBLIGATIONS UNDER THIS AGREEMENT, THE APPLICANT IS ACTING INDEPENDENTLY, AND THE DCEDC ASSUMES NO RESPONSIBILITIES OR LIABILITIES TO THIRD PARTIES IN CONNECTION WITH THE APPLICANT BUSINESS OR PROPERTY. THE DCEDC SHALL NOT BE LIABLE TO THE APPLICANT, ITS AGENTS, EMPLOYEES OR CONTRACTORS, FOR ANY DAMAGE TO PERSONS OR PROPERTY. IN THIS RESPECT, THE APPLICANT AGREES TO INDEMNIFY AND HOLD THE DCEDC HARMLESS AGAINST ANY AND ALL CLAIMS, LIABILITY, DEMANDS, DAMAGES, COSTS AND EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES, ARISING FROM THE CONDUCT OR MANAGEMENT OF THE APPLICANT, OR FROM ANY BREACH ON THE PART OF THE APPLICANT OF ANY CONDITIONS OF THIS AGREEMENT OR FROM ANY ACT OF NEGLIGENCE OF THE APPLICANT, ITS AGENTS, CONTRACTORS, OR EMPLOYEES.

5.09. **Attorneys Fees.** In the event any legal action or process is commenced to enforce or interpret provisions of this Agreement, the prevailing party in any such legal action shall be entitled

to recover its necessary and reasonable attorneys' fees and expenses incurred by reason of such action.

5.10. **Entire Agreement.** This Agreement contains the entire agreement between the parties with respect to the transaction contemplated herein.

5.11. **Amendment.** This Agreement may only be amended, altered, or revoked by a written instrument signed by the Applicant, DCEDC, and the City.

5.12. **Successors and Assigns.** This Agreement shall be binding on and inure to the benefit of the parties, their respective successors and assigns. The Applicant may not assign all or any part of its rights and obligations hereunder without prior written approval of the DCEDC.

5.13. **Notice.** Any notice and/or statement required and permitted to be delivered shall be deemed delivered by depositing same in the United States mail, certified with return receipt requested, postage prepaid, addressed to the appropriate party at the following addresses, or at such other addresses provided by the parties in writing:

Owner: Red Bird Bowling Lanes, Inc
Attention: Lauren Cathey
1114 S Main Street
Duncanville, TX 75137

City: City of Duncanville
Attention: Richard Abernethy
P.O. Box 380280
Duncanville, Texas 75138-0280

DCEDC: Duncanville Community and Economic Development Corporation
Attention: Marlon Goff
P.O. Box 380280
Duncanville, Texas 75138-0280

5.14. **Interpretation.** Regardless of the actual drafter of this Agreement, this Agreement shall, in the event of any dispute over its meaning or application, be interpreted fairly and reasonably, and neither more strongly for or against any party.

5.15. **Applicable Law.** This Agreement is made, and shall be construed and interpreted under the laws of the State of Texas and venue shall lie in Dallas County, Texas.

5.16. **Severability.** In the event that any provision of this Agreement is illegal, invalid, or unenforceable under present or future laws, then, and in that event, it is the intention of the parties hereto that the remainder of this Agreement shall not be affected thereby, and it is also the intention of the parties to this Agreement that in lieu of each clause or provision that is found to be illegal, invalid, or unenforceable, a provision shall be added to this Agreement which is legal, valid and enforceable and is as similar in terms as possible to the provision found to be illegal, invalid or unenforceable.

5.17. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be considered an original, but all of which shall constitute one instrument.

5.18. **No Joint Venture.** Nothing contained in this Agreement is intended by the parties to create a partnership or joint venture between the parties.

5.19. **Boycott Israel, Boycott Energy Companies, and Prohibition of Discrimination Against Firearm Entities and Firearm Trade Associations.**

- (a) Contractor verifies that it does not Boycott Israel and agrees that during the term of the Agreement will not Boycott Israel as that term is defined in Texas Government Code Section 808.001, as amended.
- (b) Contractor verifies that it does not Boycott Energy Companies and agrees that during the term of this Agreement will not Boycott Energy Companies as that term is defined in Texas Government Code Section 809.001, as amended.
- (c) Contractor verifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association as those terms are defined in Texas Government Code Section 2274.001, as amended; and (ii) will not discriminate during the term of this Agreement against a firearm entity or firearm trade association.
- (d) This section does not apply if Contractor is a sole proprietor, a non-profit entity, or a governmental entity; and only applies if: (i) Contractor has ten (10) or more fulltime employees and (ii) this Agreement has a value of \$100,000.00 or more to be paid under the terms of this Agreement.

5.20. **Approval by the City of Duncanville, Texas.** This Agreement was approved by the City Council at its meeting on _____.

RED BIRD BOWLING LANES, INC

 By: Lauren Cathey
 Its: Duly Authorized Representative
 Date: _____, 2026

DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION

 By: Patrick Harvey
 Its: Board President
 Date: _____, 2026

CITY OF DUNCANVILLE

By: Richard Abernethy
Its: Interim City Manager
Date: _____, 2026

RED BIRD BOWLING LANES, INC Acknowledgement

STATE OF TEXAS §
§
COUNTY OF DALLAS §

BEFORE ME, the undersigned authority in and for Dallas County, Texas, on this day personally appeared _____, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that they are the duly authorized representative of Red Bird Bowling Lanes, Inc, and that they are authorized by said to execute the foregoing instrument as the act of such Red Bird Bowling Lanes, Inc for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2026.

Notary Public in and for the State of Texas

Type or Print Notary's Name

My Commission Expires:

Duncanville Community and Economic Development Corporation Acknowledgement

STATE OF TEXAS §
 §
COUNTY OF DALLAS §

BEFORE ME, the undersigned authority in and for Dallas County, Texas, on this day personally appeared _____, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that they are the Board President of the Duncanville Community and Economic Development Corporation, and that they are authorized by said Corporation to execute the foregoing instrument as the act of such Duncanville Community and Economic Development Corporation for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2026.

Notary Public in and for the State of Texas

Type or Print Notary's Name

My Commission Expires:

City of Duncanville Acknowledgement

STATE OF TEXAS §
§
COUNTY OF DALLAS §

BEFORE ME, the undersigned authority in and for Dallas County, Texas, on this day personally appeared _____, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that they are the City Manager of the City of Duncanville, and that they are authorized to execute the foregoing instrument as the act of such City for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2026.

Notary Public in and for the State of Texas

Type or Print Notary's Name

My Commission Expires:



STAFF REPORT

MEETING: Community and Economic Development Corporation - May 18, 2026

TITLE:

CONSIDER APPROVAL OF AN INCENTIVE AGREEMENT WITH A2Z TRADING LLC DBA JZ EMBROIDERY IN THE AMOUNT UP TO \$30,000 FOR INFRASTRUCTURE, LANDSCAPING, PAVEMENT, SIGNAGE AND PAINT GRANTS AT 910 S. CEDAR RIDGE DRIVE, DUNCANVILLE, TEXAS, 75137; AND AUTHORIZE THE PRESIDENT TO EXECUTE THE NECESSARY DOCUMENTS.

Vision Statement:

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

Pillar:

Empower Economic Opportunity:

- Promote strategic reinvestment in commercial corridors and support small businesses.

STAFF RESPONSIBLE:

Marcela Perez

BACKGROUND/HISTORY:

POLICY EXPLANATION:

FUNDING SOURCE:

ORG and Object Number
12051000-708501

Available Budget
\$528,388.50

Purchase Amount
\$30,000.00

After Encumber
\$498,388.50

ACTION ALTERNATIVES:

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

ATTACHMENTS:

A2Z Trading DBA JZ Embroidery Incentive Agreement

WHEREAS, the DCEDC has determined that making economic development grants in accordance with this Agreement will further the objectives of the DCEDC and will benefit the DCEDC, the City, and the city's residents by helping to stimulate local economic development through beautification and site readiness for investment and development, increase the City's yearly ad valorem collections, increase sales tax, and encourage economic vitality in the City.

NOW, THEREFORE, in consideration of the mutual benefits and promises contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

ARTICLE I. AUTHORIZATION

1.01. The City Council finds and determines that this Agreement is authorized and governed by Texas Local Government Code Chapters 501 through 505.

ARTICLE II. TERM

2.02. This Agreement shall be effective as of the date of execution by all parties with specific performance standards being met by **December 16, 2026** unless otherwise terminated as provided for in this agreement; and, the compliance provisions of this agreement shall service for a period of five (5) years from the effective date.

ARTICLE III. GRANT

3.01. **Economic Development Incentives.**

As an economic development incentive grant to assist the Applicant located at 910 S Cedar Ridge Drive, in Duncanville, Texas, the DCEDC agrees to provide infrastructure (\$7,500.00), landscaping (\$3,750.00), paint (\$3,750.00), signage (\$2,500.00), and pavement (\$12,500.00) grants in an amount not to exceed a total of **\$30,000.00**, for improvements to the property located at said address, occupied by the Applicant subject to the terms and conditions set forth in this Agreement. Grant reimbursement payment will be made if funds are available from sales tax proceeds once all the Applicant performance standards have been met and nothing contained herein shall constitute a contract for goods or services under the law.

3.02. The Applicant shall file a written proposal and plans with the DCEDC which shall provide detailed plans concerning the use of funds to achieve the purposes recited herein.

ARTICLE IV. COVENANTS OF A2Z TRADING LLC DBA JZ EMBROIDERY

4.01. As a condition precedent and in consideration of the DCEDC agreeing to make the economic development incentive grants described above, and to be eligible to receive reimbursement, the Applicant agrees to do the following:

(a) Cause the improvements as defined herein to be permitted and installed at the

address indicated herein in compliance with the local ordinance; and

- (b) Provide a verified grant reimbursement request form along with original copies of the actual paid invoices for expenses within the provisions to Article III the business incurred before **December 16, 2026 at 5 p.m.**; and
- (c) Provide proof of legal occupancy of the specified location of 910 S Cedar Ridge Drive, Duncanville, Texas 75137; and
- (d) Incentive grants shall mean cash grants not to exceed \$30,000 for improvements (Project) to the property located at 910 S Cedar Ridge Drive, Duncanville, Texas 75137; and
- (e) Receive a certificate of occupancy for 910 S Cedar Ridge Drive, Duncanville, Texas 75137 on or before **December 16, 2026**; and
- (f) Pay and be current to the ad valorem and sales during the term of this Agreement and through a period of five (5) years from the effective date; and
- (g) Development and maintain the property in conformity to the local Comprehensive Zoning Ordinance and other local applicable regulation codes; and
- (h) During the term of this Agreement, the Applicant, agrees not to knowingly employ any undocumented workers or unlicensed contractors and/or subcontractors at the development, and if convicted of a violation under 8 U.S.C Section 1324a(f), the Applicant, shall repay the amount of the grant payments received within 130 business days after the date the Applicant, is notified by the City of such violation, and this agreement automatically terminates.
- (i) If work is found to be incomplete within the timeline provided in Article IV, the Applicant, may request via written documentation an extension of 30 business days to complete work. If the work remains incomplete by the end of this extension, the Applicant, will be found in violation of this agreement and shall repay any grants under the provisions of Section 5.2 of this agreement is terminated and the Applicant will indemnify the DCEDC of any obligations related to grants and incentives that are withheld.

ARTICLE V. GENERAL PROVISIONS

5.01. **Termination and Default.** This Agreement terminates upon any one of the following:

- (a) By the Applicant, through mutual written agreements of both parties; and
- (b) By DCEDC, if the Applicant, files any false documentation concerning the application or receipt of the Grant; and

- (c) By DCEDC and the Applicant, respectively, if the other party defaults or breaches any of the terms or conditions of this Agreement and such default or breach is not cured within thirty (30) days after written notice thereof by the non-breaching party; and
- (d) By DCEDC, if any taxes, fees, impositions or charges owed to the DCEDC, the City of Duncanville, or the State of Texas by the Applicant, shall have become delinquent (provided, however, that such taxes, fees, or charges shall not be considered delinquent for purposes of this Section 5.1(c) until any proper and timely protest or contest of such taxes or fees has become final) for a period of five (5) years from the effective date; and
- (e) By DCEDC, if the Applicant suffers an Event of Bankruptcy or Insolvency; and
- (f) By DCEDC and the Applicant, respectively, if any subsequent federal or state legislation or any decision of a court of competent jurisdiction declares or renders this Agreement invalid or illegal; and
- (g) By DCEDC, if insufficient funding is available to provide the grant contemplated herein. In such event, the DCEDC shall give the Applicant not less than fifteen (15) days notice of its intent to terminate; and
- (h) By DCEDC, if any other material provisions of this Agreement is breach by the Applicant.

"Event of Bankruptcy or Insolvency" shall mean the dissolution or termination of the Applicant existence, insolvency, employment of receiver for any part of the Property and such appointment is not terminated within ninety (90) days after such appointment is initially made, any general assignment for the benefit of creditors or the commencement of any proceedings under any bankruptcy or insolvency laws by or against the Applicant and Owner and such proceedings are not dismissed within ninety (90) days after the filing thereof,

5.02. **Recapture Provision.** In the event the Applicant does not comply with the terms of this Agreement or is otherwise in default as provided herein, the Applicant pursuant to the provisions herein shall refund the DCEDC the Grant Payments actually paid by DCEDC and received by the Applicant immediately preceding the date of such termination. If the payment is not refunded within 30 days of termination, the Applicant will indemnify the DCEDC of any fees or costs related to recuperating funds owed to the DCEDC, plus interest and attorney fees.

5.03. **Mutual Assistance.** The Applicant and the DCEDC shall do all things necessary or appropriate to carry out the terms and provisions of this Agreement and to aid and assist each other in carrying out the terms and provisions hereof.

5.04. **Representations and Warranties.** The Applicant represents and warrants to the DCEDC that it is a duly organized company under the laws of the State of Texas and is in good standing and can execute the terms of this agreement.

5.05. **Employee Hiring, Materials, and Supplies Purchased.** Although not a condition of this Agreement, the DCEDC requests that the Applicant when feasible, satisfies its needs for all additional employees from Duncanville residents and/or purchases materials and supplies from Duncanville merchants and businesses.

5.06. **Section or Other Headings.** Section or other headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.

5.07. **Verification and Compliances.** The Applicant agrees to allow the DCEDC's lawful representative to conduct an audit on all of the Applicant business records, documents, and agreements or other instruments, subject to appropriate confidentiality, in furtherance of the following purposes only:

- (a) To ensure the Applicant compliance with the affirmative covenants set forth in this Agreement; and
- (b) To determine the existence of a default or breach of the terms of this Agreement; and
- (c) To ensure compliance with the prerequisites for paying a Reimbursement Incentive; and
- (d) To determine whether the correct amount of sales taxes are being collected and reported.

The DCEDC will provide the Applicant with written notice of any request for an audit and shall cooperate with the Applicant to schedule audit activities so as to minimize disruption of the Applicant normal business operations.

5.08. **Indemnification.** IN PERFORMING ITS OBLIGATIONS UNDER THIS AGREEMENT, THE APPLICANT IS ACTING INDEPENDENTLY, AND THE DCEDC ASSUMES NO RESPONSIBILITIES OR LIABILITIES TO THIRD PARTIES IN CONNECTION WITH THE APPLICANT BUSINESS OR PROPERTY. THE DCEDC SHALL NOT BE LIABLE TO THE APPLICANT, ITS AGENTS, EMPLOYEES OR CONTRACTORS, FOR ANY DAMAGE TO PERSONS OR PROPERTY. IN THIS RESPECT, THE APPLICANT AGREES TO INDEMNIFY AND HOLD THE DCEDC HARMLESS AGAINST ANY AND ALL CLAIMS, LIABILITY, DEMANDS, DAMAGES, COSTS AND EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES, ARISING FROM THE CONDUCT OR MANAGEMENT OF THE APPLICANT, OR FROM ANY BREACH ON THE PART OF THE APPLICANT OF ANY CONDITIONS OF THIS AGREEMENT OR FROM ANY ACT OF NEGLIGENCE OF THE APPLICANT, ITS AGENTS, CONTRACTORS, OR EMPLOYEES.

5.09. **Attorneys Fees.** In the event any legal action or process is commenced to enforce or interpret provisions of this Agreement, the prevailing party in any such legal action shall be entitled

to recover its necessary and reasonable attorneys' fees and expenses incurred by reason of such action.

5.10. **Entire Agreement.** This Agreement contains the entire agreement between the parties with respect to the transaction contemplated herein.

5.11. **Amendment.** This Agreement may only be amended, altered, or revoked by a written instrument signed by the Applicant, DCEDC, and the City.

5.12. **Successors and Assigns.** This Agreement shall be binding on and inure to the benefit of the parties, their respective successors and assigns. The Applicant may not assign all or any part of its rights and obligations hereunder without prior written approval of the DCEDC.

5.13. **Notice.** Any notice and/or statement required and permitted to be delivered shall be deemed delivered by depositing same in the United States mail, certified with return receipt requested, postage prepaid, addressed to the appropriate party at the following addresses, or at such other addresses provided by the parties in writing:

Owner: A2Z Trading LLC DBA JZ Embroidery
 Attention: Ali Kathiria
 910 S Cedar Ridge Drive
 Duncanville, TX 75137

City: City of Duncanville
 Attention: Richard Abernethy
 P.O. Box 380280
 Duncanville, Texas 75138-0280

DCEDC: Duncanville Community and Economic Development Corporation
 Attention: Marlon Goff
 P.O. Box 380280
 Duncanville, Texas 75138-0280

5.14. **Interpretation.** Regardless of the actual drafter of this Agreement, this Agreement shall, in the event of any dispute over its meaning or application, be interpreted fairly and reasonably, and neither more strongly for or against any party.

5.15. **Applicable Law.** This Agreement is made, and shall be construed and interpreted under the laws of the State of Texas and venue shall lie in Dallas County, Texas.

5.16. **Severability.** In the event that any provision of this Agreement is illegal, invalid, or unenforceable under present or future laws, then, and in that event, it is the intention of the parties hereto that the remainder of this Agreement shall not be affected thereby, and it is also the intention of the parties to this Agreement that in lieu of each clause or provision that is found to be illegal, invalid, or unenforceable, a provision shall be added to this Agreement which is legal, valid and enforceable and is as similar in terms as possible to the provision found to be illegal, invalid or unenforceable.

5.17. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be considered an original, but all of which shall constitute one instrument.

5.18. **No Joint Venture.** Nothing contained in this Agreement is intended by the parties to create a partnership or joint venture between the parties.

5.19. **Boycott Israel, Boycott Energy Companies, and Prohibition of Discrimination Against Firearm Entities and Firearm Trade Associations.**

- (a) Contractor verifies that it does not Boycott Israel and agrees that during the term of the Agreement will not Boycott Israel as that term is defined in Texas Government Code Section 808.001, as amended.
- (b) Contractor verifies that it does not Boycott Energy Companies and agrees that during the term of this Agreement will not Boycott Energy Companies as that term is defined in Texas Government Code Section 809.001, as amended.
- (c) Contractor verifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association as those terms are defined in Texas Government Code Section 2274.001, as amended; and (ii) will not discriminate during the term of this Agreement against a firearm entity or firearm trade association.
- (d) This section does not apply if Contractor is a sole proprietor, a non-profit entity, or a governmental entity; and only applies if: (i) Contractor has ten (10) or more fulltime employees and (ii) this Agreement has a value of \$100,000.00 or more to be paid under the terms of this Agreement.

5.20. **Approval by the City of Duncanville, Texas.** This Agreement was approved by the City Council at its meeting on _____.

A2Z Trading LLC DBA JZ Embroidery

By: Ali Kathiria
Its: Duly Authorized Representative
Date: _____, 2026

DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION

By: Patrick Harvey
Its: Board President
Date: _____, 2026

CITY OF DUNCANVILLE

By: Richard Abernethy
Its: Interim City Manager
Date: _____, 2026

**A2Z Trading LLC DBA JZ Embroidery
Acknowledgement**

**STATE OF TEXAS §
 §
COUNTY OF DALLAS §**

BEFORE ME, the undersigned authority in and for Dallas County, Texas, on this day personally appeared _____, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that they are the duly authorized representative of **A2Z Trading LLC DBA JZ Embroidery**, and that they are authorized by said to execute the foregoing instrument as the act of such **A2Z Trading LLC DBA JZ Embroidery** for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2026.

Notary Public in and for the State of Texas

Type or Print Notary's Name

My Commission Expires:

Duncanville Community and Economic Development Corporation Acknowledgement

STATE OF TEXAS §
 §
COUNTY OF DALLAS §

BEFORE ME, the undersigned authority in and for Dallas County, Texas, on this day personally appeared _____, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that they are the Board President of the Duncanville Community and Economic Development Corporation, and that they are authorized by said Corporation to execute the foregoing instrument as the act of such Duncanville Community and Economic Development Corporation for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2026.

Notary Public in and for the State of Texas

Type or Print Notary's Name

My Commission Expires:

City of Duncanville Acknowledgement

STATE OF TEXAS §
§
COUNTY OF DALLAS §

BEFORE ME, the undersigned authority in and for Dallas County, Texas, on this day personally appeared _____, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that they are the City Manager of the City of Duncanville, and that they are authorized to execute the foregoing instrument as the act of such City for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2026.

Notary Public in and for the State of Texas

Type or Print Notary's Name

My Commission Expires:



STAFF REPORT

MEETING: Community and Economic Development Corporation - May 18, 2026

TITLE:

CONSIDER APPROVAL OF AN INCENTIVE AGREEMENT WITH LIN AND JEN'S HATS ON, LLC IN AN AMOUNT UP TO \$2,500 FOR A SIGNAGE GRANT AT 204 N. MAIN STREET, SUITE 101 DUNCANVILLE, TEXAS, 75116; AND AUTHORIZE THE PRESIDENT TO EXECUTE THE NECESSARY DOCUMENTS.

Vision Statement:

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

Pillar:

Empower Economic Opportunity:

- Promote strategic reinvestment in commercial corridors and support small businesses.

STAFF RESPONSIBLE:

Marcela Perez

BACKGROUND/HISTORY:

POLICY EXPLANATION:

FUNDING SOURCE:

ORG and Object Number
12051000-708501

Available Budget
\$528,388.50

Purchase Amount
\$2,500.00

After Encumber
\$525,888.50

ACTION ALTERNATIVES:

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

ATTACHMENTS:

Lin and Jen's Hats On LLC Incentive Agreement

STATE OF TEXAS §
 §
COUNTY OF DALLAS §

**ECONOMIC DEVELOPMENT
INCENTIVE AGREEMENT**

ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT

This Economic Development Incentive Agreement ("Agreement") is made by and between the Duncanville Community and Economic Development Corporation, a Texas non-profit corporation (the "DCEDC") acting by and through Patrick Harvey its duly authorized DCEDC President, and Lin and Jen's Hats On, LLC acting by and through Jennifer Lott Hagler, its duly authorized representative (the "Applicant").

RECITALS

WHEREAS, the Duncanville Community and Economic Development Corporation (DCEDC) established incentive policies and guidelines in order to locate, retain, and expand business activities in Duncanville; and

WHEREAS, the Applicant, has requested economic development assistance from the DCEDC for their property located at 204 N. Main Street, Suite 101, Duncanville, Texas 75116 hereinafter known as the "Project"; and

WHEREAS, the incentive funds awarded are to be utilized for qualified expenditures on a reimbursement basis related to a signage grant in an amount not to exceed Twenty Five Hundred Dollars and Zero Cents (\$2,500.00); and

WHEREAS, the improvements shall mean front-lit channel letter signage to be located as part of the Project; and

WHEREAS, reimbursement of incentive funds is conditional on the Applicant bringing the property up to compliance with all City of Duncanville codes and ordinances; and

WHEREAS, the Applicant, meets all program requirements in order to be considered for incentive grant assistance; and

WHEREAS, pursuant to Texas Local Government Code Chapters 501 through 505, (the Development Corporation Act), the DCEDC has determined that the request constitutes an authorized project and DCEDC is willing to provide the Applicant with economic assistance in the form of cost reimbursements as hereinafter set forth on the terms and conditions stated herein and the Applicant, is willing to accept all terms and conditions stated in this Agreement; and

WHEREAS, the DCEDC has determined that making economic development grants in accordance with this Agreement will further the objectives of the DCEDC and will benefit the DCEDC, the City, and the city's residents by helping to stimulate local economic development

through beautification and site readiness for investment and development, increase the City's yearly ad valorem collections, increase sales tax, and encourage economic vitality in the City.

NOW, THEREFORE, in consideration of the mutual benefits and promises contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

ARTICLE I. AUTHORIZATION

1.01. The City Council finds and determines that this Agreement is authorized and governed by Texas Local Government Code Chapters 501 through 505.

ARTICLE II. TERM

2.02. This Agreement shall be effective as of the date of execution by all parties with specific performance standards being met by **December 16, 2026**, unless otherwise terminated as provided for in this agreement; and, the compliance provisions of this agreement shall service for a period of five (5) years from the effective date.

ARTICLE III. GRANT

3.01. **Economic Development Incentives.**

As an economic development incentive grant to assist the Applicant located at 204 N. Main Street, Suite 101, in Duncanville, Texas, the DCEDC agrees to provide an incentive grant in an amount not to exceed a total of **\$2,500.00** for improvements to the property located at said address, occupied by the Applicant subject to the terms and conditions set forth in this Agreement. Grant reimbursement payment will be made if funds are available from sales tax proceeds once all the Applicant performance standards have been met and nothing contained herein shall constitute a contract for goods or services under the law.

3.02. The Applicant shall file a written proposal and plans with the DCEDC which shall provide detailed plans concerning the use of funds to achieve the purposes recited herein.

ARTICLE IV. COVENANTS OF LIN AND JEN'S HATS ON, LLC

4.01. As a condition precedent and in consideration of the DCEDC agreeing to make the economic development incentive grant described above, and to be eligible to receive reimbursement, the Applicant agrees to do the following:

- (a) Cause the improvements as defined herein to be permitted and installed at the address indicated herein in compliance with the local ordinance; and
- (b) Provide a verified grant reimbursement request form along with original copies of the actual paid invoices for expenses within the provisions to Article III the business incurred before **December 16, 2026 at 5 p.m.**; and

- (c) Provide proof of legal occupancy of the specified location of 204 N. Main Street, Suite 101, Duncanville, Texas 75116; and
- (d) Incentive grant shall mean one-time cash grant not to exceed \$2,500.00 for improvements (Project) to the property located at 204 N. Main Street, Suite 101, Duncanville, Texas 75116; and
- (e) Receive a certificate of occupancy for 204 N. Main Street, Suite 101, Duncanville, Texas 75116 on or before **December 16, 2026**; and
- (f) Pay and be current to the ad valorem and sales during the term of this Agreement and through a period of five (5) years from the effective date; and
- (g) Development and maintain the property in conformity to the local Comprehensive Zoning Ordinance and other local applicable regulation codes; and
- (h) During the term of this Agreement, the Applicant, agrees not to knowingly employ any undocumented workers or unlicensed contractors and/or subcontractors at the development, and if convicted of a violation under 8 U.S.C Section 1324a(f), the Applicant, shall repay the amount of the grant payments received within 130 business days after the date the Applicant, is notified by the City of such violation, and this agreement automatically terminates.
- (i) If work is found to be incomplete within the timeline provided in Article IV, the Applicant, may request via written documentation an extension of 30 business days to complete work. If the work remains incomplete by the end of this extension, the Applicant, will be found in violation of this agreement and shall repay any grants under the provisions of Section 5.2 of this agreement is terminated and the Applicant will indemnify the DCEDC of any obligations related to grants and incentives that are withheld.

ARTICLE V. GENERAL PROVISIONS

5.01. Termination and Default. This Agreement terminates upon any one of the following:

- (a) By the Applicant, through mutual written agreements of both parties; and
- (b) By DCEDC, if the Applicant, files any false documentation concerning the application or receipt of the Grant; and
- (c) By DCEDC and the Applicant, respectively, if the other party defaults or breaches any of the terms or conditions of this Agreement and such default or breach is not cured within thirty (30) days after written notice thereof by the non-breaching party; and

- (d) By DCEDC, if any taxes, fees, impositions or charges owed to the DCEDC, the City of Duncanville, or the State of Texas by the Applicant, shall have become delinquent (provided, however, that such taxes, fees, or charges shall not be considered delinquent for purposes of this Section 5.1(c) until any proper and timely protest or contest of such taxes or fees has become final) for a period of five (5) years from the effective date; and
- (e) By DCEDC, if the Applicant suffers an Event of Bankruptcy or Insolvency; and
- (f) By DCEDC and the Applicant, respectively, if any subsequent federal or state legislation or any decision of a court of competent jurisdiction declares or renders this Agreement invalid or illegal; and
- (g) By DCEDC, if insufficient funding is available to provide the grant contemplated herein. In such event, the DCEDC shall give the Applicant not less than fifteen (15) days notice of its intent to terminate; and
- (h) By DCEDC, if any other material provisions of this Agreement is breach by the Applicant.

"Event of Bankruptcy or Insolvency" shall mean the dissolution or termination of the Applicant existence, insolvency, employment of receiver for any part of the Property and such appointment is not terminated within ninety (90) days after such appointment is initially made, any general assignment for the benefit of creditors or the commencement of any proceedings under any bankruptcy or insolvency laws by or against the Applicant and Owner and such proceedings are not dismissed within ninety (90) days after the filing thereof,

5.02. Recapture Provision. In the event the Applicant does not comply with the terms of this Agreement or is otherwise in default as provided herein, the Applicant pursuant to the provisions herein shall refund the DCEDC the Grant Payments actually paid by DCEDC and received by the Applicant immediately preceding the date of such termination. If the payment is not refunded within 30 days of termination, the Applicant will indemnify the DCEDC of any fees or costs related to recuperating funds owed to the DCEDC, plus interest and attorney fees.

5.03. Mutual Assistance. The Applicant and the DCEDC shall do all things necessary or appropriate to carry out the terms and provisions of this Agreement and to aid and assist each other in carrying out the terms and provisions hereof.

5.04. Representations and Warranties. The Applicant represents and warrants to the DCEDC that it is a duly organized company under the laws of the State of Texas and is in good standing and can execute the terms of this agreement.

5.05. Employee Hiring, Materials, and Supplies Purchased. Although not a condition of this Agreement, the DCEDC requests that the Applicant when feasible, satisfies its needs for all additional employees from Duncanville residents and/or purchases materials and supplies from Duncanville merchants and businesses.

5.06. **Section or Other Headings.** Section or other headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.

5.07. **Verification and Compliances.** The Applicant agrees to allow the DCEDC's lawful representative to conduct an audit on all of the Applicant business records, documents, and agreements or other instruments, subject to appropriate confidentiality, in furtherance of the following purposes only:

- (a) To ensure the Applicant compliance with the affirmative covenants set forth in this Agreement; and
- (b) To determine the existence of a default or breach of the terms of this Agreement; and
- (c) To ensure compliance with the prerequisites for paying a Reimbursement Incentive; and
- (d) To determine whether the correct amount of sales taxes are being collected and reported.

The DCEDC will provide the Applicant with written notice of any request for an audit and shall cooperate with the Applicant to schedule audit activities so as to minimize disruption of the Applicant normal business operations.

5.08. **Indemnification.** IN PERFORMING ITS OBLIGATIONS UNDER THIS AGREEMENT, THE APPLICANT IS ACTING INDEPENDENTLY, AND THE DCEDC ASSUMES NO RESPONSIBILITIES OR LIABILITIES TO THIRD PARTIES IN CONNECTION WITH THE APPLICANT BUSINESS OR PROPERTY. THE DCEDC SHALL NOT BE LIABLE TO THE APPLICANT, ITS AGENTS, EMPLOYEES OR CONTRACTORS, FOR ANY DAMAGE TO PERSONS OR PROPERTY. IN THIS RESPECT, THE APPLICANT AGREES TO INDEMNIFY AND HOLD THE DCEDC HARMLESS AGAINST ANY AND ALL CLAIMS, LIABILITY, DEMANDS, DAMAGES, COSTS AND EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES, ARISING FROM THE CONDUCT OR MANAGEMENT OF THE APPLICANT, OR FROM ANY BREACH ON THE PART OF THE APPLICANT OF ANY CONDITIONS OF THIS AGREEMENT OR FROM ANY ACT OF NEGLIGENCE OF THE APPLICANT, ITS AGENTS, CONTRACTORS, OR EMPLOYEES.

5.09. **Attorneys Fees.** In the event any legal action or process is commenced to enforce or interpret provisions of this Agreement, the prevailing party in any such legal action shall be entitled to recover its necessary and reasonable attorneys' fees and expenses incurred by reason of such action.

5.10. **Entire Agreement.** This Agreement contains the entire agreement between the parties with respect to the transaction contemplated herein.

5.11. **Amendment.** This Agreement may only be amended, altered, or revoked by a written instrument signed by the Applicant, DCEDC, and the City.

5.12. **Successors and Assigns.** This Agreement shall be binding on and inure to the benefit of the parties, their respective successors and assigns. The Applicant may not assign all or any part of its rights and obligations hereunder without prior written approval of the DCEDC.

5.13. **Notice.** Any notice and/or statement required and permitted to be delivered shall be deemed delivered by depositing same in the United States mail, certified with return receipt requested, postage prepaid, addressed to the appropriate party at the following addresses, or at such other addresses provided by the parties in writing:

Owner: Lin and Jen's Hats On, LLC
Attention: Jennifer Lott Hagler
204 N. Main Street, Suite 101
Duncanville, TX 75116

City: City of Duncanville
Attention: Richard Abernethy
P.O. Box 380280
Duncanville, Texas 75138-0280

DCEDC: Duncanville Community and Economic Development Corporation
Attention: Marlon Goff
P.O. Box 380280
Duncanville, Texas 75138-0280

5.14. **Interpretation.** Regardless of the actual drafter of this Agreement, this Agreement shall, in the event of any dispute over its meaning or application, be interpreted fairly and reasonably, and neither more strongly for or against any party.

5.15. **Applicable Law.** This Agreement is made, and shall be construed and interpreted under the laws of the State of Texas and venue shall lie in Dallas County, Texas.

5.16. **Severability.** In the event that any provision of this Agreement is illegal, invalid, or unenforceable under present or future laws, then, and in that event, it is the intention of the parties hereto that the remainder of this Agreement shall not be affected thereby, and it is also the intention of the parties to this Agreement that in lieu of each clause or provision that is found to be illegal, invalid, or unenforceable, a provision shall be added to this Agreement which is legal, valid and enforceable and is as similar in terms as possible to the provision found to be illegal, invalid or unenforceable.

5.17. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be considered an original, but all of which shall constitute one instrument.

5.18. **No Joint Venture.** Nothing contained in this Agreement is intended by the parties to create

a partnership or joint venture between the parties.

5.19. Boycott Israel, Boycott Energy Companies, and Prohibition of Discrimination Against Firearm Entities and Firearm Trade Associations.

- (a) Contractor verifies that it does not Boycott Israel and agrees that during the term of the Agreement will not Boycott Israel as that term is defined in Texas Government Code Section 808.001, as amended.
- (b) Contractor verifies that it does not Boycott Energy Companies and agrees that during the term of this Agreement will not Boycott Energy Companies as that term is defined in Texas Government Code Section 809.001, as amended.
- (c) Contractor verifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association as those terms are defined in Texas Government Code Section 2274.001, as amended; and (ii) will not discriminate during the term of this Agreement against a firearm entity or firearm trade association.
- (d) This section does not apply if Contractor is a sole proprietor, a non-profit entity, or a governmental entity; and only applies if: (i) Contractor has ten (10) or more fulltime employees and (ii) this Agreement has a value of \$100,000.00 or more to be paid under the terms of this Agreement.

5.20. Approval by the City of Duncanville, Texas. This Agreement was approved by the City Council at its meeting on _____.

LIN AND JEN'S HATS ON, LLC

 By: Jennifer Lott Hagler
 Its: Duly Authorized Representative
 Date: _____, 2026

DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION

 By: Patrick Harvey
 Its: Board President
 Date: _____, 2026

CITY OF DUNCANVILLE

By: Richard Abernethy
Its: Interim City Manager
Date: _____, 2026

LIN AND JEN'S HATS ON, LLC Acknowledgement

STATE OF TEXAS §
 §
COUNTY OF DALLAS §

BEFORE ME, the undersigned authority in and for Dallas County, Texas, on this day personally appeared _____, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that they are the duly authorized representative of Lin and Jen's Hats On, LLC, and that they are authorized by said to execute the foregoing instrument as the act of such Lin and Jen's Hats On, LLC for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2026.

Notary Public in and for the State of Texas

Type or Print Notary's Name

My Commission Expires:

Duncanville Community and Economic Development Corporation Acknowledgement

STATE OF TEXAS §
 §
COUNTY OF DALLAS §

BEFORE ME, the undersigned authority in and for Dallas County, Texas, on this day personally appeared _____, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that they are the Board President of the Duncanville Community and Economic Development Corporation, and that they are authorized by said Corporation to execute the foregoing instrument as the act of such Duncanville Community and Economic Development Corporation for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2026.

Notary Public in and for the State of Texas

Type or Print Notary's Name

My Commission Expires:

City of Duncanville Acknowledgement

STATE OF TEXAS §
§
COUNTY OF DALLAS §

BEFORE ME, the undersigned authority in and for Dallas County, Texas, on this day personally appeared _____, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that they are the City Manager of the City of Duncanville, and that they are authorized to execute the foregoing instrument as the act of such City for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2026.

Notary Public in and for the State of Texas

Type or Print Notary's Name

My Commission Expires:



STAFF REPORT

MEETING: Community and Economic Development Corporation - May 18, 2026

TITLE:

CONSIDER APPROVAL OF AN INCENTIVE AGREEMENT WITH PEOPLE FOLKS LLC IN THE AMOUNT UP TO \$22,742 FOR INFRASTRUCTURE AND SIGNAGE GRANTS AT 202 W. CENTER STREET, SUITE 103, DUNCANVILLE, TEXAS, 75116; AND AUTHORIZE THE PRESIDENT TO EXECUTE THE NECESSARY DOCUMENTS.

Vision Statement:

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

Pillar:

Empower Economic Opportunity:

- **Promote strategic reinvestment in commercial corridors and support small businesses.**

STAFF RESPONSIBLE:

Marcela Perez

BACKGROUND/HISTORY:

POLICY EXPLANATION:

FUNDING SOURCE:

ORG and Object Number
12051000-708501

Available Budget
\$528,388.50

Purchase Amount
\$22,742.00

After Encumber
\$505,646.50

ACTION ALTERNATIVES:

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

ATTACHMENTS:

People Folks LLC Incentive Agreement

STATE OF TEXAS §
 §
COUNTY OF DALLAS §

**ECONOMIC DEVELOPMENT
INCENTIVE AGREEMENT**

ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT

This Economic Development Incentive Agreement ("Agreement") is made by and between the Duncanville Community and Economic Development Corporation, a Texas non-profit corporation (the "DCEDC") acting by and through Patrick Harvey its duly authorized DCEDC President, and People Folks LLC acting by and through Tim Maiden and Gabrielle McBay, its duly authorized representatives (the "Applicants").

RECITALS

WHEREAS, the Duncanville Community and Economic Development Corporation (DCEDC) established incentive policies and guidelines in order to locate, retain, and expand business activities in Duncanville; and

WHEREAS, the Applicants, have requested economic development assistance from the DCEDC for their property located at 202 W Center Street, Suite 103, Duncanville, TX 75116 hereinafter known as the "Project"; and

WHEREAS, the incentive funds awarded are to be utilized for qualified expenditures on a reimbursement basis related to infrastructure (\$19,500.00) and signage (\$3,242.00) grants in an amount not to exceed Twenty-Two Thousand Seven Hundred Forty-Two Dollars and Zero Cents (\$22,742.00); and

WHEREAS, the improvements shall mean a new grease trap installation and new business signage to be located as part of the Project; and

WHEREAS, reimbursement of incentive funds is conditional on the Applicants bringing the property up to compliance with all City of Duncanville codes and ordinances; and

WHEREAS, the Applicants, meet all program requirements in order to be considered for incentive grant assistance; and

WHEREAS, pursuant to Texas Local Government Code Chapters 501 through 505, (the Development Corporation Act), the DCEDC has determined that the request constitutes an authorized project and DCEDC is willing to provide the Applicants with economic assistance in the form of cost reimbursements as hereinafter set forth on the terms and conditions stated herein and the Applicants, are willing to accept all terms and conditions stated in this Agreement; and

WHEREAS, the DCEDC has determined that making economic development grants in accordance with this Agreement will further the objectives of the DCEDC and will benefit the

DCEDC, the City, and the city's residents by helping to stimulate local economic development through beautification and site readiness for investment and development, increase the City's yearly ad valorem collections, increase sales tax, and encourage economic vitality in the City.

NOW, THEREFORE, in consideration of the mutual benefits and promises contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

ARTICLE I. AUTHORIZATION

1.01. The City Council finds and determines that this Agreement is authorized and governed by Texas Local Government Code Chapters 501 through 505.

ARTICLE II. TERM

2.02. This Agreement shall be effective as of the date of execution by all parties with specific performance standards being met by **December 16, 2026**, unless otherwise terminated as provided for in this agreement; and, the compliance provisions of this agreement shall service for a period of five (5) years from the effective date.

ARTICLE III. GRANT

3.01. **Economic Development Incentives.**

As an economic development incentive grant to assist the Applicants located at 202 W Center Street, Suite 103 in Duncanville, Texas, the DCEDC agrees to provide infrastructure (\$19,500.00) and signage (\$3,242.00) grants in an amount not to exceed a total of **\$22,742.00** for improvements to the property located at said address, occupied by the Applicants subject to the terms and conditions set forth in this Agreement. Grant reimbursement payments will be made if funds are available from sales tax proceeds once all the Applicant performance standards have been met and nothing contained herein shall constitute a contract for goods or services under the law.

3.02. The Applicants shall file a written proposal and plans with the DCEDC which shall provide detailed plans concerning the use of funds to achieve the purposes recited herein.

ARTICLE IV. COVENANTS OF PEOPLE FOLKS LLC

4.01. As a condition precedent and in consideration of the DCEDC agreeing to make the economic development incentive grant described above, and to be eligible to receive reimbursement, the Applicants agree to do the following:

- (a) Cause the improvements as defined herein to be permitted and installed at the address indicated herein in compliance with the local ordinance; and
- (b) Provide a verified grant reimbursement request form along with original copies of

the actual paid invoices for expenses within the provisions to Article III the business incurred before **December 16, 2026 at 5 p.m.**; and

- (c) Provide proof of legal occupancy of the specified location of 202 W Center Street, Suite 103, Duncanville, Texas 75116; and
- (d) Incentive grants shall mean cash grants not to exceed **\$22,742.00** for improvements (Project) to the property located at 202 W Center Street, Suite 103, Duncanville, Texas 75116; and
- (e) Receive a certificate of occupancy for 202 W Center Street, Suite 103, Duncanville, Texas 75116 on or before **December 16, 2026**; and
- (f) Pay and be current to the ad valorem and sales during the term of this Agreement and through a period of five (5) years from the effective date; and
- (g) Development and maintain the property in conformity to the local Comprehensive Zoning Ordinance and other local applicable regulation codes; and
- (h) During the term of this Agreement, the Applicants agree not to knowingly employ any undocumented workers or unlicensed contractors and/or subcontractors at the development, and if convicted of a violation under 8 U.S.C Section 1324a(f), the Applicants shall repay the amount of the grant payments received within 130 business days after the date the Applicants, is notified by the City of such violation, and this agreement automatically terminates.
- (i) If work is found to be incomplete within the timeline provided in Article IV, the Applicants may request via written documentation an extension of 30 business days to complete work. If the work remains incomplete by the end of this extension, the Applicants will be found in violation of this agreement and shall repay any grants under the provisions of Section 5.2 of this agreement is terminated and the Applicant will indemnify the DCEDC of any obligations related to grants and incentives that are withheld.

ARTICLE V. GENERAL PROVISIONS

5.01. **Termination and Default.** This Agreement terminates upon any one of the following:

- (a) By the Applicant, through mutual written agreements of both parties; and
- (b) By DCEDC, if the Applicants file any false documentation concerning the application or receipt of the Grant; and
- (c) By DCEDC and the Applicants, respectively, if the other party defaults or breaches any of the terms or conditions of this Agreement and such default or breach is not

cured within thirty (30) days after written notice thereof by the non-breaching party;
and

- (d) By DCEDC, if any taxes, fees, impositions or charges owed to the DCEDC, the City of Duncanville, or the State of Texas by the Applicants, shall have become delinquent (provided, however, that such taxes, fees, or charges shall not be considered delinquent for purposes of this Section 5.1(c) until any proper and timely protest or contest of such taxes or fees has become final) for a period of five (5) years from the effective date; and
- (e) By DCEDC, if the Applicants suffer an Event of Bankruptcy or Insolvency; and
- (f) By DCEDC and the Applicants, respectively, if any subsequent federal or state legislation or any decision of a court of competent jurisdiction declares or renders this Agreement invalid or illegal; and
- (g) By DCEDC, if insufficient funding is available to provide the grant contemplated herein. In such event, the DCEDC shall give the Applicants not less than fifteen (15) days notice of its intent to terminate; and
- (h) By DCEDC, if any other material provisions of this Agreement is breach by the Applicant.

"Event of Bankruptcy or Insolvency" shall mean the dissolution or termination of the Applicants existence, insolvency, employment of receiver for any part of the Property and such appointment is not terminated within ninety (90) days after such appointment is initially made, any general assignment for the benefit of creditors or the commencement of any proceedings under any bankruptcy or insolvency laws by or against the Applicant and Owner and such proceedings are not dismissed within ninety (90) days after the filing thereof,

5.02. **Recapture Provision.** In the event the Applicants do not comply with the terms of this Agreement or is otherwise in default as provided herein, the Applicant pursuant to the provisions herein shall refund the DCEDC the Grant Payments actually paid by DCEDC and received by the Applicant immediately preceding the date of such termination. If the payment is not refunded within 30 days of termination, the Applicant will indemnify the DCEDC of any fees or costs related to recuperating funds owed to the DCEDC, plus interest and attorney fees.

5.03. **Mutual Assistance.** The Applicants and the DCEDC shall do all things necessary or appropriate to carry out the terms and provisions of this Agreement and to aid and assist each other in carrying out the terms and provisions hereof.

5.04. **Representations and Warranties.** The Applicants represent and warrant to the DCEDC that it is a duly organized company under the laws of the State of Texas and is in good standing and can execute the terms of this agreement.

5.05. **Employee Hiring, Materials, and Supplies Purchased.** Although not a condition of this Agreement, the DCEDC requests that the Applicants when feasible, satisfy their needs for all additional employees from Duncanville residents and/or purchases materials and supplies from Duncanville merchants and businesses.

5.06. **Section or Other Headings.** Section or other headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.

5.07. **Verification and Compliances.** The Applicants agree to allow the DCEDC's lawful representative to conduct an audit on all of the Applicant business records, documents, and agreements or other instruments, subject to appropriate confidentiality, in furtherance of the following purposes only:

- (a) To ensure the Applicants compliance with the affirmative covenants set forth in this Agreement; and
- (b) To determine the existence of a default or breach of the terms of this Agreement; and
- (c) To ensure compliance with the prerequisites for paying a Reimbursement Incentive; and
- (d) To determine whether the correct amount of sales taxes are being collected and reported.

The DCEDC will provide the Applicants with written notice of any request for an audit and shall cooperate with the Applicants to schedule audit activities so as to minimize disruption of the Applicant normal business operations.

5.08. **Indemnification.** IN PERFORMING ITS OBLIGATIONS UNDER THIS AGREEMENT, THE APPLICANT IS ACTING INDEPENDENTLY, AND THE DCEDC ASSUMES NO RESPONSIBILITIES OR LIABILITIES TO THIRD PARTIES IN CONNECTION WITH THE APPLICANT BUSINESS OR PROPERTY. THE DCEDC SHALL NOT BE LIABLE TO THE APPLICANT, ITS AGENTS, EMPLOYEES OR CONTRACTORS, FOR ANY DAMAGE TO PERSONS OR PROPERTY. IN THIS RESPECT, THE APPLICANT AGREES TO INDEMNIFY AND HOLD THE DCEDC HARMLESS AGAINST ANY AND ALL CLAIMS, LIABILITY, DEMANDS, DAMAGES, COSTS AND EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES, ARISING FROM THE CONDUCT OR MANAGEMENT OF THE APPLICANT, OR FROM ANY BREACH ON THE PART OF THE APPLICANT OF ANY CONDITIONS OF THIS AGREEMENT OR FROM ANY ACT OF NEGLIGENCE OF THE APPLICANT, ITS AGENTS, CONTRACTORS, OR EMPLOYEES.

5.09. **Attorneys Fees.** In the event any legal action or process is commenced to enforce or interpret provisions of this Agreement, the prevailing party in any such legal action shall be entitled

to recover its necessary and reasonable attorneys' fees and expenses incurred by reason of such action.

5.10. **Entire Agreement.** This Agreement contains the entire agreement between the parties with respect to the transaction contemplated herein.

5.11. **Amendment.** This Agreement may only be amended, altered, or revoked by a written instrument signed by the Applicant, DCEDC, and the City.

5.12. **Successors and Assigns.** This Agreement shall be binding on and inure to the benefit of the parties, their respective successors and assigns. The Applicant may not assign all or any part of its rights and obligations hereunder without prior written approval of the DCEDC.

5.13. **Notice.** Any notice and/or statement required and permitted to be delivered shall be deemed delivered by depositing same in the United States mail, certified with return receipt requested, postage prepaid, addressed to the appropriate party at the following addresses, or at such other addresses provided by the parties in writing:

Owners: People Folks LLC
Attention: Tim Maiden and Gabrielle McBay
202 W Center Street, Suite 103
Duncanville, TX 75116

City: City of Duncanville
Attention: Richard Abernethy
P.O. Box 380280
Duncanville, Texas 75138-0280

DCEDC: Duncanville Community and Economic Development Corporation
Attention: Marlon Goff
P.O. Box 380280
Duncanville, Texas 75138-0280

5.14. **Interpretation.** Regardless of the actual drafter of this Agreement, this Agreement shall, in the event of any dispute over its meaning or application, be interpreted fairly and reasonably, and neither more strongly for or against any party.

5.15. **Applicable Law.** This Agreement is made, and shall be construed and interpreted under the laws of the State of Texas and venue shall lie in Dallas County, Texas.

5.16. **Severability.** In the event that any provision of this Agreement is illegal, invalid, or unenforceable under present or future laws, then, and in that event, it is the intention of the parties hereto that the remainder of this Agreement shall not be affected thereby, and it is also the intention of the parties to this Agreement that in lieu of each clause or provision that is found to be illegal, invalid, or unenforceable, a provision shall be added to this Agreement which is legal, valid and enforceable and is as similar in terms as possible to the provision found to be illegal, invalid or unenforceable.

5.17. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be considered an original, but all of which shall constitute one instrument.

5.18. **No Joint Venture.** Nothing contained in this Agreement is intended by the parties to create a partnership or joint venture between the parties.

5.19. **Boycott Israel, Boycott Energy Companies, and Prohibition of Discrimination Against Firearm Entities and Firearm Trade Associations.**

- (a) Contractor verifies that it does not Boycott Israel and agrees that during the term of the Agreement will not Boycott Israel as that term is defined in Texas Government Code Section 808.001, as amended.
- (b) Contractor verifies that it does not Boycott Energy Companies and agrees that during the term of this Agreement will not Boycott Energy Companies as that term is defined in Texas Government Code Section 809.001, as amended.
- (c) Contractor verifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association as those terms are defined in Texas Government Code Section 2274.001, as amended; and (ii) will not discriminate during the term of this Agreement against a firearm entity or firearm trade association.
- (d) This section does not apply if Contractor is a sole proprietor, a non-profit entity, or a governmental entity; and only applies if: (i) Contractor has ten (10) or more fulltime employees and (ii) this Agreement has a value of \$100,000.00 or more to be paid under the terms of this Agreement.

5.20. **Approval by the City of Duncanville, Texas.** This Agreement was approved by the City Council at its meeting on _____.

PEOPLE FOLKS LLC

 By: Tim Maiden
 Its: Duly Authorized Representative
 Date: _____, 2026

 Gabrielle McBay
 Duly Authorized Representative
 _____, 2026

DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION

 By: Patrick Harvey
 Its: Board President
 Date: _____, 2026

CITY OF DUNCANVILLE

By: Richard Abernethy
Its: Interim City Manager
Date: _____, 2026

PEOPLE FOLKS LLC Acknowledgement

STATE OF TEXAS §
 §
COUNTY OF DALLAS §

BEFORE ME, the undersigned authority in and for Dallas County, Texas, on this day personally appeared _____ and _____, known to me to be the persons and officers whose names are subscribed to the foregoing instrument and acknowledged to me that they are the duly authorized representative of PEOPLE FOLKS LLC and that they are authorized by said to execute the foregoing instrument as the act of such PEOPLE FOLKS LLC for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2026.

Notary Public in and for the State of Texas

Type or Print Notary's Name

My Commission Expires:

Duncanville Community and Economic Development Corporation Acknowledgement

STATE OF TEXAS §
 §
COUNTY OF DALLAS §

BEFORE ME, the undersigned authority in and for Dallas County, Texas, on this day personally appeared _____, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that they are the Board President of the Duncanville Community and Economic Development Corporation, and that they are authorized by said Corporation to execute the foregoing instrument as the act of such Duncanville Community and Economic Development Corporation for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2026.

Notary Public in and for the State of Texas

Type or Print Notary's Name

My Commission Expires:

City of Duncanville Acknowledgement

STATE OF TEXAS §
 §
COUNTY OF DALLAS §

BEFORE ME, the undersigned authority in and for Dallas County, Texas, on this day personally appeared _____, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that they are the City Manager of the City of Duncanville, and that they are authorized to execute the foregoing instrument as the act of such City for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2026.

Notary Public in and for the State of Texas

Type or Print Notary's Name

My Commission Expires:
