

# Memorandum



DATE May 2, 2025 CITY OF DALLAS

TO Honorable Members of the City Council Economic Development Committee: Tennell Atkins (Chair), Omar Narvaez (Vice Chair), Carolyn King Arnold, Chad West, Adam Bazaldua, Paul Ridley, and Kathy Stewart

SUBJECT **Quarterly Update: Economic Development Incentives Awarded via Administrative Action**

On January 25, 2023, the City Council approved an amended City of Dallas Economic Development Policy and approved a new Economic Development Incentive Policy (which was subsequently amended March 27, 2024 and amended and reauthorized on January 8, 2025). The Incentive Policy allows for certain incentives to be awarded by Administrative Action rather than by City Council Resolution. These include:

1. As-of-right tax abatements for certain projects in Target Areas
2. Incentive offers valued at or below \$1 million for projects in Target Areas
3. Incentive offers valued at or below \$1 million that are made to M/WBE developers or community developers in Target Areas and in non-Target Areas

The Incentive Policy specifies that the Office of Economic Development (OED) will update the Economic Development Committee via a quarterly memo summarizing incentives awarded by Administrative Action under these three criteria.

For the quarterly period between January and March 2025, one Administrative Action was executed for an economic development grant agreement with Dallas Metal Fabricators. Additionally, one Administrative Action was executed for a South Dallas/Fair Park Opportunity Fund Human Development grant agreement with For Them.

More details regarding these two Administrative Actions are attached as **Exhibit A**. Additionally, a cumulative list of previously approved Administrative Actions is attached as **Exhibit B**.

Should you have any questions, please contact Kevin Spath, Director (I), Office of Economic Development, at [kevin.spath@dallas.gov](mailto:kevin.spath@dallas.gov) or (214) 670-1691.

Service First, Now!

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Robin Bentley,  
Assistant City Manager

C: Kimberly Bizzor Tolbert  
City Manager  
Tammy Palomino, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Dominique Artis, Chief of Public Safety (I)

Dev Rastogi, Assistant City Manager  
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager  
Alina Ciocan, Assistant City Manager  
Donzell Gipson, Assistant City Manager (I)  
Jack Ireland, Chief Financial Officer  
Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)  
Directors and Assistant Directors

## **Exhibit A**

### **Dallas Metal Fabricators (Target Area project with incentive below \$1 million)**

**Applicant:** Dallas Metal Fabricators  
Rachel Tomasek, Authorized Representative

**Property:** 2817 Logan Street (City Council District 7), an existing 18,000 square foot building.

**Project Scope:** Dallas Metal Fabricators (DMF) is a longstanding Dallas company with roots back to 1937. DMF provides custom metal solutions, from new fabrications to the servicing and repair of metal components. Current staffing is 32, and is made up of three dedicated install crews, a highly skilled team of fabricators, and a finishing team. The company is making improvements to their existing facility to optimize functionality, create additional workstations and improve shop layout to enhance workflow, and increase production efficiency as well as address the current electrical needs.

**Minimum Investment Requirement:** DMF shall invest a minimum of \$800,000 in the building improvements and furniture, fixtures and equipment by December 31, 2026.

**Job Creation Requirement:** DMF will create a minimum of 10 new jobs by December 31, 2028 and retain 30 jobs by December 31, 2026. All jobs shall pay a minimum wage that is equal to or exceeds the Dallas County living wage (\$22.06 at time of agreement execution).

**Incentive:** Economic development grant up to \$100,000 shall be paid in two payments. The first payment of \$75,000 shall be paid upon verification of improvements and the retention of 30 jobs. The second payment of \$25,000 shall be paid upon the creation of 10 additional jobs.

**Other Requirements:** Minimum average annual salary shall be \$50,000 excluding bonuses, overtime or benefits; DMF will participate in a workforce program with Dallas College and provide documentation of such partnership by December 31, 2026. All jobs shall be maintained through December 31, 2031.

**Grant Agreement:** Authorized February 14, 2025 (AA 25-5590)

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**For Them**

South Dallas/Fair Park Opportunity Fund Human Development Grant

**Applicant:** For Them  
Shuntella Marshall, Director

**Organization Address:** 4310 South Malcolm X Blvd, (City Council District 7)

**Project Summary:** For Them is a 501(c)3 organization committed to minimizing hunger and connecting with families through healthy meals. It provides an extended learning environment for youth ages 5-18 that includes out-of-school time meals, homework assistance, and an extended learning environment. Funds will support the operation of the after-school extended learning and meal service to reach 100 families with multiple weekly sessions. Meals are prepared in a commercial kitchen located at the former X Bar and Grill. The target audience is students in the Bonton, Queen City, and Park Row neighborhoods.

**Award Amount:** \$23,100

**Grant Agreement:** Authorized March 20, 2025 (AA 25-5532)

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## Exhibit B

Projects previously approved by Administrative Action

AA Number	Date	Recipient	Address	Type	Summary
23-5981	8/7/2023	Trinity Industrial Park, LP	8733 N. Stemmons	Real Property Tax Abatement (as of right)	New ground-up construction of two office/warehouse buildings totaling approximately 78,120 square feet with an estimated total investment of \$16.8 million.
23-6671	12/13/2023	CityBuild Community Development Corporation	6407 Carleton Garret	Grant (\$850,000)	New ground-up construction of the Bonton Wellness Center, an 11,000 square foot community health, wellness, and financial literacy center with an estimated total investment of approximately \$5.5 million.
24-5874	5/9/2024	Presidential Concepts, LLC	1499 Regal Row	Real Property Tax Abatement (as of right)	Renovation of existing 59,742 square foot building to create a new state-of-the-art commercial kitchen facility with an estimated total investment of approximately \$9 million.
24-5793	5/17/2024	Koya Medical, Inc.	2332 and 2340 Valdina St	Grant (\$350,000)	Relocation and expansion of headquarters of Koya Medical, a medical supply company specializing in compression therapy. Project retains 7 existing full-time jobs in Dallas, relocates 10 existing jobs from out-of-state to Dallas, and creates 220 new full-time jobs. Estimated total investment is \$1.7 million.

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24-6539	11/20/2024	White Pants Agency, LLC	404 Exposition Avenue	Grant (\$595,339)	Renovation of existing 7,500 square foot building and expansion of White Pants Agency, a digital marketing and content production firm, including creation of 15 new jobs and total estimated investment of \$900,000.
25-5249	12/27/24	Trinity Industrial Park, LP	8733 N. Stemmons	Supplemental Agreement No. 1 (amendment of existing Real Property Tax Abatement Agreement)	Amendments to extend the Project's completion deadline by four months, allow for delays resulting from Force Majeure, modify language to reflect changes to the Incentive Policy, and increase the minimum investment requirement by \$300,000.