

## MINUTES

**LANCASTER ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING OF  
SEPTEMBER 24, 2020**

The Lancaster Economic Development Corporation board members of the City of Lancaster, Texas, met in a called Special Session in the Conference Room of City Hall on September 24, 2020 at 7:00 p.m. with a quorum present to-wit:

**Board Members Present:**

Ted Burk, President  
Sandi Collier, Board member  
Adrienne Davis, Board member  
Octavia Giadolor, Board member

**Board Members Absent:**

Ellen Clark, Vice President

**City Staff Present:**

Shane Shepard, Director of Economic Development/Assistant Board Secretary  
Sorangel Arenas, City Secretary  
Karl Stundins, Research and Business Development Manager

**Others Present:**

Dr. Joe Seabrooks, Dallas College  
Patricia Davis, Dallas College

**Call to Order**

President Burk called the meeting to order at 7:03 p.m. on September 24, 2020. The Board considered the Consent Agenda items together. Draft copies of the minutes and presentations concerning items two and three were included in the Board packet of materials. The consent agenda included the following items:

- 1. Consider approval of minutes from the Lancaster Economic Development Corporation (LEDC) Special Meeting held on December 12, 2019 and Joint Special Meeting held on March 2, 2020.**
- 2. Receive a presentation and discuss the Lancaster Economic Development Corporation (LEDC) [Type A] Quarterly Financial Report for the third quarter of FY 2019-2020 for the period ending June 30, 2020.**
- 3. Discuss and review the proposed FY 2020/2021 budget for the Economic Development Fund (LEDC).**

**MOTION:** Board Member Giadolor made a motion to approve all the Consent Agenda items which was seconded by Board Member Davis. The vote was cast 4 for, 0 against [Vice President Clark absent].

The action agenda included the following items:

- 4. Discuss and consider a resolution extending the term of a Performance Agreement between Lancaster Economic Development Corporation (LEDC) and Dallas College, formerly Cedar Valley College (CVC) from September 30, 2020 to September 30, 2021, in support of a grant to CVC from funds collected from one fourth (1/4) of one (1) percent additional**

**September 30, 2021, in support of a grant to CVC from funds collected from one fourth (1/4) of one (1) percent additional sales and use tax for development of a new Heating, Ventilation and Air Conditioning (HVAC) program provided by Dallas College.**

Shane Shepard provided background information on the requested extension due to issues related to the Covid-19 pandemic. The Board discussed this item.

**MOTION:** Board Member Collier made a motion to approve this item which was seconded by Board Member Giadolor. The vote was cast 4 for, 0 against [Vice President Clark absent].

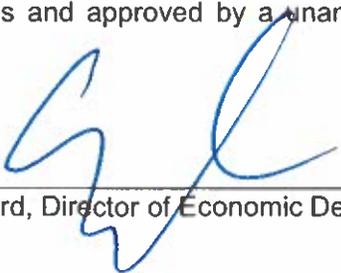
- 5. Discuss and consider a resolution authorizing a grant agreement, in an amount not to exceed \$50,000, with Dallas College from funds collected from the one-fourth (1/4) of one (1) percent additional sales and use tax for the promotion and development of new and expanded business enterprises, as authorized by state law.**

Shane Shepard provided background information on the requested grant. Dr. Seabrooks and Ms. Davis from Cedar Valley College branch of Dallas College answered questions from Board members related to the funding request. The Board discussed this item.

**MOTION:** Board Member Collier made a motion to table this item to allow staff to meet with Dallas College officials and address Board questions related to the project. Concerns were expressed by several board members that additional contingencies needed to be added to the agreement to insure that the proposed Mobile Training Unit be better utilized by Lancaster residents and businesses and that staff work with Dallas College staff to explore ways to use the MTU to promote the City of Lancaster. The motion was seconded by Board Member Davis. The vote was cast 4 for, 0 against [Vice President Clark absent].

Board Member Collier made a motion to adjourn. The motion was seconded by Board Member Davis and approved by a unanimous vote. The meeting was adjourned at 7:41 p.m.

**ATTEST:**

  
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Shane Shepard, Director of Economic Development

**APPROVED:**

  
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Ted Burk, President