



**NOTICE OF REGULAR MEETING AGENDA  
LANCASTER ECONOMIC DEVELOPMENT CORPORATION, TYPE A  
MUNICIPAL CENTER CITY CONFERENCE ROOM  
211 N. HENRY STREET, LANCASTER, TEXAS**



**Monday, June 11, 2018 - 6:00 PM**

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**CALL TO ORDER**

**CONSENT AGENDA:**

Items listed under the consent agenda are considered routine and are generally enacted in one motion. The exception to this rule is that a Boards and Commissions Member may request one or more items to be removed from the consent agenda for separate discussion and action.

1. Consider approval of minutes from the Lancaster Economic Development Corporation Regular Meeting held on September 5, 2017 and March 22, 2018 and the Joint Special Meeting held on March 26, 2018.

**EXECUTIVE SESSION:**

2. The Lancaster Economic Development Corporation Board will convene into closed executive session pursuant to Section 551.087, Texas Gov't Code, to deliberate the offer of financial or other incentives or other to new business project(s).
3. Reconvene into open session. Consider and take appropriate action(s), if any, on closed/executive session matters.

**ADJOURNMENT**

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**EXECUTIVE SESSION:** The Boards and Commissions reserves the right to convene into executive session on any posted agenda item pursuant to Section 551.071(2) of the Texas Government Code to seek legal advice concerning such subject.

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**ACCESSIBILITY STATEMENT:** Meetings of the Boards and Commissions are held in municipal facilities are wheelchair-accessible. For sign interpretive services, call the City Secretary's office, 972-218-1311, or TDD 1-800-735-2989, at least 72 hours prior to the meeting. Reasonable accommodation will be made to assist your needs.

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**PURSUANT TO SECTION 30.06 PENAL CODE (TRESPASS BY HOLDER WITH A CONCEALED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A CONCEALED HANDGUN.**

**CONFORME A LA SECCION 30.06 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO 411, CODIGO DEL GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO OCULTADA.**

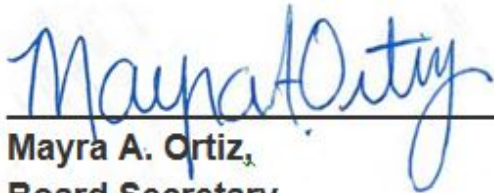
**PURSUANT TO SECTION 30.07 PENAL CODE (TRESPASS BY HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY.**

CONFORME A LA SECCION 30.07 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO AL AIRE LIBRE CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO H, CAPITULO 411, CODIGO DE GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO AL AIRE LIBRE.

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**Certificate**

**I hereby certify the above Notice of Meeting was posted at the Lancaster City Hall on June 8, 2018 @ 2:30 p.m. and copies thereof were provided to the Lancaster Economic Development Corporation board members.**



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**Mayra A. Ortiz,  
Board Secretary**

## City of Lancaster's Boards and Commissions

### Lancaster Economic Development Corporation

1.

**Meeting Date:** 06/11/2018

**Policy Statement:** This request supports the City Council 2017-2018 Policy Agenda

**Goal(s):** Financially Sound Government

**Submitted by:** Shane Shepard, Director of Economic Development

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#### **Agenda Caption:**

Consider approval of minutes from the Lancaster Economic Development Corporation Regular Meeting held on September 5, 2017 and March 22, 2018 and the Joint Special Meeting held on March 26, 2018.

#### **Background:**

Attached for your review and consideration are minutes from the:

- LEDC Regular Meeting held on September 5, 2017;
- LEDC Regular Meeting held on March 22, 2018; and
- Joint Special Meeting held on March 26, 2018.

#### **Attachments**

September 5, 2017 Minutes

March 22, 2018 Minutes

March 27, 2018 Minutes

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# MINUTES

## LANCASTER ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING OF SEPTEMBER 5, 2017

The Lancaster Economic Development Corporation board members of the City of Lancaster, Texas, met in a called Regular session in the Conference Room of City Hall on September 5, 2017 at 6:30 p.m. with a quorum present to-wit:

### **Board Members Present:**

Ric Peterson, Secretary/Treasurer  
Ted Burk, Board member  
Ellen Clark, Board member

### **Board Members Absent:**

Sandi Collier, Vice President  
Octavia Giadolor, Board member

### **City Staff Present:**

Shane Shepard, Director of Economic Development  
Imelda Speck, ICMA Fellow for Economic Development  
Mayra A. Ortiz, Board Secretary

### **Call to Order**

Secretary/Treasurer Peterson called the meeting to order at 6:31 p.m. on September 5, 2017.

1. **Consider approval of minutes from the Lancaster Economic Development Corporation Regular Meeting held on July 27, 2017 and August 1, 2017.**

**MOTION:** Boardmember Clark made a motion, seconded by Boardmember Burk, to approve consent item 1. The vote was cast 3 for, 0 against [Collier and Giadolor absent].

2. **Discuss and consider a resolution to amend an economic development agreement by and between the Lancaster Economic Development Corporation and CH Realty VII/I Dallas Houston School Rd, L.P.**

Director of Economic Development Shepard shared that item 1 is to amend an economic development agreement, approved on July 27, 2017. This item is coming before you again because the proposal made to CH Realty was to reimburse up to \$30,000.00 in permitting fees per facility. The current agreement approved on July 27, 2017 states the reimbursement is for \$60,000.00 aggregate or 50% of the permitting fees, whichever is less.

**MOTION:** Boardmember Burk made a motion, seconded by Boardmember Clark, to approve item 2. The vote was cast 3 for, 0 against [Collier and Giadolor absent].

**MOTION:** Boardmember Clark made a motion, seconded by Board member Burk to adjourn. The vote was cast 3 for, 0 against [Collier and Giadolor absent].

Meeting was adjourned at 6:36 p.m.

**ATTEST:**

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Mayra A. Ortiz, Board Secretary

**APPROVED:**

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Ted Burk, President

## MINUTES

### LANCASTER ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING OF MARCH 22, 2018

The Lancaster Economic Development Corporation board members of the City of Lancaster, Texas, met in a called Regular session in the Conference Room of City Hall on March 22, 2018 at 6:00 p.m. with a quorum present to-wit:

#### **Board Members Present:**

Sandi Collier, Vice President (arrived at 6:13 p.m.)  
Ric Peterson, Secretary/Treasurer  
Octavia Giadolor, Board member  
Ted Burk, Board member  
Ellen Clark, Board member

#### **City Staff Present:**

Shane Shepard, Director of Economic Development  
Imelda Speck, ICMA Fellow for Economic Development  
Mayra A. Ortiz, Board Secretary

#### **Call to Order**

Secretary/Treasurer Peterson called the meeting to order at 6:10 p.m. on March 22, 2018.

- 1. Discuss and consider a resolution to approve the terms and conditions of an economic development agreement by and between Global Fulfillment Solutions, Ltd. and the Lancaster Economic Development Corporation (LEDC)**

Director of Economic Development Shepard shared that Global Longhorn Center, LP has purchased property in Lancaster, Texas with the intent of constructing a 400,000 square foot eCommerce fulfillment and distribution facility. Global Longhorn Center, LP received a Letter of Intent from Global Fulfillment Solutions, LTD. Global Longhorn Center, LP estimates the value of the building will be \$20,000,000 and Global Fulfillment Solutions estimates it will create 60 new full-time jobs. The company applied for an incentive grant from the Lancaster Economic Development Corporation (LEDC) in an amount not to exceed \$69,000. He shared that the grant includes the following incentives: (1) Up to \$24,000 reimbursement grant for hiring Lancaster residents (\$400 per job up to 60 jobs), if the aggregate average salary is more than thirty-thousand (\$30,000) per annum; OR up to \$18,000 reimbursement grant for hiring Lancaster residents (\$300 per job up to 60 jobs), if the aggregate average salary is less than thirty-thousand (\$30,000) per annum; (2) \$10,000 grant to assist in job training at Cedar Valley College; (3) \$25,000 for development costs and fees if aggregate average wage is below thirty-thousand (\$30,000) per annum OR \$35,000 for development costs and feed if aggregate average wage is more than thirty-thousand (\$30,000).

Secretary/Treasurer Peterson inquired about the reimbursement amount for hiring Lancaster residents. Director of Economic Development Shepard shared that the grant is up to \$24,000 and up to 60 jobs maximum.

Director of Economic Development Shepard reiterated staff comments to Vice President Collier.

Boardmember Burk inquired if the facility is replacing the facility located in Carrollton. Director of Economic Development Shepard communicated that he was not aware.

Boardmember Clark inquired the length of employment to receive grants. Director of Economic Development Shepard shared that employment for at least one year.

Boardmember Burk spoke in opposition regarding subsection titled, "Development Costs and Fees Incentive Payment" stating "The payment shall be made after a Certificate of Occupancy (C.O). is obtained for the facility, and Recipient shall certify in writing whether its average wage will exceed or be less than thirty thousand dollars per annum. Recipient shall provide LEDC with an annual report demonstrating the average wage of the Incentivized Jobs on each of the first three (3) anniversaries of the C.O. Date. If Recipient has been paid the \$35,000 amount, but can demonstrate an average wage of the Incentivized Jobs that is less than thirty-thousand, the additional ten thousand dollars shall be immediately reimbursable to LEDC." He requested an amendment to pay the \$25,000 amount and if they can demonstrate an average wage of the Incentivized Jobs that is more than thirty-thousand; the additional ten thousand dollars shall be disbursed after the third anniversary of the Certificate of Occupancy date.

**MOTION:** Boardmember Clark made a motion, seconded by Secretary/Treasurer Peterson, to approve item 1 with the suggested amendments. The vote was cast 5 for, 0 against.

**MOTION:** Boardmember Burk made a motion, seconded by Secretary/Treasurer Peterson to adjourn. The vote was cast 5 for, 0 against.

Meeting was adjourned at 6:23 p.m.

**ATTEST:**

**APPROVED:**

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Mayra A. Ortiz, Board Secretary

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Ted Burk, President

## MINUTES

### LANCASTER ECONOMIC DEVELOPMENT CORPORATION SPECIAL MEETING OF MARCH 27, 2018

The Economic Development Corporation of the City of Lancaster, Texas, met in a called Special Session in the Lancaster Recreation Center, 1700 Veterans Memorial Parkway on March 27, 2018 at 6:30 p.m. with a quorum present to-wit:

**Boardmembers Present:**

Ric Peterson, Secretary/Treasurer  
Octavia Giadolor, Board member  
Ted Burk, Board member

**Boardmembers Absent:**

Sandi Collier, Vice President  
Ellen Clark, Board member

**City Staff Present:**

Opal Mauldin-Jones, City Manager  
Rona Stringfellow, Assistant City Manager  
Cheryl Womble, Administrative & Community Relations Supervisor  
Delajer Walker, Interim E.C. Superintendent  
Fabrice Kabona, Assistant to the City Manager  
Dale Jackson, Building Official/ Interim Development Director  
Baron Sauls, Finance Director  
Dori Lee, Director of Human Resources  
Jermaine Sapp, Director of Quality of Life and Cultural Services  
Shane Shepard, Director of Economic Development  
Imelda Speck, ICMA Fellow for Economic Development  
Jasmine Carr, Community Programs Coordinator  
Sean Johnson, Director of Quality of Life and Cultural Services  
Kaylon Jackson, Administrative Secretary  
Derrick Brown, Rec Superintendent  
Bester Munyaradzi, Senior Planner  
Kelley Frazier, Development Coordinator Kenneth Johnson, Fire Chief  
Chris Youngman, Assistant Fire Chief  
David T. Ritter, City Attorney  
Josie Guzman, Administrative Secretary  
Sorangel O. Arenas, City Secretary

**Call to Order:**

Secretary/Treasurer Peterson called the meeting to order at 6:47 p.m. on March 27, 2018.

**1. Welcome.**

Mayor Knight welcomed all boards and commissions to the training.

**2. State mandated Texas Open Meetings Act Training conducted by Brown & Hofmeister, L.L.P.**

City Attorney Ritter led the training.

**MOTION:** Boardmember Giadolor made a motion, seconded by Boardmember Burk, to adjourn. The vote was cast 3 for, 0 against [Collier and Clark absent].

The meeting was adjourned at 7:46 p.m.

**ATTEST:**

**APPROVED:**

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Mayra A. Ortiz, Board Secretary

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Ted Burk, President

**LANCASTER CITY COUNCIL**

**Lancaster Economic Development Corporation**

**2.**

**Meeting Date:** 06/11/2018

**Policy Statement:** This request supports the City Council 2017-2018 Policy Agenda

**Goal(s):** Quality Development  
Professional & Committed City Workforce

**Submitted by:** Shane Shepard, Director of Economic Development

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**Agenda Caption:**

The Lancaster Economic Development Corporation Board will convene into closed executive session pursuant to Section 551.087, Texas Gov't Code, to deliberate the offer of financial or other incentives or other to new business project(s).

**Background:**

Executive Session matters.



**LANCASTER CITY COUNCIL**

**Lancaster Economic Development Corporation**

**3.**

**Meeting Date:** 06/11/2018

**Policy Statement:** This request supports the City Council 2017-2018 Policy Agenda

**Goal(s):** Professional & Committed City Workforce

**Submitted by:** Shane Shepard, Director of Economic Development

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**Agenda Caption:**

Reconvene into open session. Consider and take appropriate action(s), if any, on closed/executive session matters.

**Background:**

This agenda item allows Lancaster Economic Development Corporation Board (LEDC) to take action necessary, if any, on item(s) discussed in Executive Session.