



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



**Thursday, January 10, 2019 - 7:00 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 November 1, 2018.

**EXECUTIVE SESSION:**

2. The Lancaster Economic Development Corporation Board shall convene into closed executive session pursuant to Section 551.072, Texas Government Code to deliberate the purchase, exchange, lease, or value of real property on the position of the governmental body in negotiations with a third person.
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**

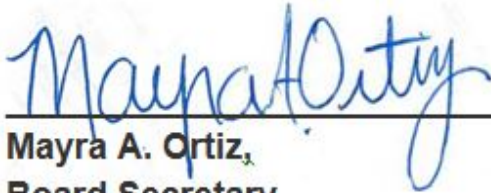
CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY.

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 January 7, 2019 @ 5:00 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:** 01/10/2019

**Policy Statement:** This request supports the City Council 2018-2019 Policy Agenda

**Goal(s):** Financially Sound City 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 November 1, 2018.

#### **Background:**

Attached for your review and consideration are minutes from the LEDC Regular Meetings held on November 1, 2018.

#### **Attachments**

November 1, 2018 Minutes

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## MINUTES

### LANCASTER ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING OF NOVEMBER 1, 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 November 1, 2018 at 7:00 p.m. with a quorum present to-wit:

**Board Members Present:**

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

**Board Members Absent:**

Ellen Clark, Vice President  
Ric Peterson, Board member

**City Staff Present:**

Opal Mauldin-Jones, City Manager  
Shane Shepard, Director of Economic Development  
Mayra A. Ortiz, Board Secretary

**Call to Order**

President Burk called the meeting to order at 7:06 p.m. on November 1, 2018.

1. **Consider approval of minutes from the Lancaster Economic Development Corporation (LEDC) Regular Meeting held on September 20, 2018.**

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

2. **Discuss and consider a resolution approving the terms and conditions of an incentive grant by and between PME Oakmont Lancaster, LLC and the Lancaster Economic Development Corporation (LEDC).**

Director of Economic Development Shepard spoke on item 2 and shared that PME Oakmont Lancaster, LLC has purchased and closed on the property located on 2900 West Drive. The building will total approximately 600,000 square feet. This project will represent over \$22,000,000 in new capital investment in Lancaster. The company requested assistance with the overall construction and permitting costs associated with the project: A grant equal to \$30,000 to assist with infrastructure costs associated with the construction of the building. PME Oakmont Lancaster is making approximately \$296,000 in improvements to West Drive road; A grant equal to \$40,000, or 50%, whichever is less, to assist with City permit fees associated with the construction of the building; Construction on the building must commence within twenty-four (24) months from the execution of the agreement between PME Oakmont Lancaster, LLC and the Lancaster Economic Development Corporation or the agreement will terminate and any incentive payments must be repaid to the Lancaster Economic Development Corporation; All funds are rebates. No funds are advancements. He shared that the grant, if fully exercised would total \$70,000, and funds are available within fiscal year 2018/2019 budget.

Boardmember Giadolor inquired if there are employment requirements. Director of Economic Development Shepard stated that the company intends to construct a warehouse-distribution building to lease to future tenants.

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

3. **Discuss and consider a resolution authorizing the allocation of \$150,000 to assist in matching a \$4.8 million grant for a Heating, Ventilation, and Air Conditioning skill development program provided by Cedar Valley College.**

Director of Economic Development Shepard spoke on item 3 and shared that Cedar Valley College (CVC) intends to develop a state-of-the art Heating, Ventilation, Air Conditioning (HVAC) Commercial program. The program will be implemented at the CVC campus. It will entail a 16,088 s/f facility and the purchase of equipment in the amount of \$615,672. Cedar Valley College will provide a comprehensive HVAC training program that will prepare students for careers in industry positions in the north Texas service area and beyond. These programs will allow students to obtain

marketable skills in order to make an above average salary in a high demand industry. The median salary in the City is currently \$36,344. The median salary in North Texas for Heating, Air Conditioning, and Refrigeration Mechanics is \$43,680 annually. There are currently 7,660 HVAC positions in the DFW area. From 2017 – 2027, there will be a 28.5% increase in demand requiring an additional 2,183 HVAC positions. There are currently 1,003 HVAC positions that are open in the Lancaster regional job market. Development of the program must be operational within twenty-four (24) months from allocations of funds from the Economic Development Corporation and ratification by City Council. Allocated funds must be used for real or business personal property purchases.

President Burk requested additional comments from Cedar Valley College representative.

Patricia A. Davis, 3030 North Dallas Avenue, made a presentation regarding item 3. She shared that Cedar Valley College has offered residential heating and air conditioning certificates and degrees for over thirty years. Over the years, enrollment in this program has increased but hit a plateau. Understanding the stability of the program and wanting to meet the needs of business and industry, Cedar Valley College is dedicated to expanding its existing program with Commercial and Controls option for heating and air conditioning. Other entities requested to participate include: Cedar Hill Economic Development Corporation, DeSoto Economic Development Corporation, and the City of Dallas. Additionally, the Texas Workforce Commissions will match a grant award of \$150,000 to assist with the development of the Commercial Lab. The overall estimated cost of the commercial HVAC lab is \$4.8 million. She noted that the Dallas County College District is allocating \$4 million to the program but is requesting support from the City and Economic Development Corporation (EDC) to participate by allocating funds to assist with real and business personal property to be utilized within the program. The total match for the grant is \$150,000.

President Burk inquired about the number of instructors required for the new program. Ms. Davis shared that five of the current instructors are in training for the certification of the commercial program and CVC may seek to hire additional instructors. However, CVC is expecting to have approximately 96 students in the commercial program on an annual bases.

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

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

Meeting was adjourned at 7:38 p.m.

**ATTEST:**

**APPROVED:**

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Mayra A. Ortiz, Board Secretary

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Ted Burk, President

## CITY OF LANCASTER'S BOARDS AND COMMISSIONS

**Lancaster Economic Development Corporation**

**2.**

**Meeting Date:** 01/10/2019

**Policy Statement:** This request supports the City Council 2018-2019 Policy Agenda

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

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

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**Agenda Caption:**

The Lancaster Economic Development Corporation Board shall convene into closed executive session pursuant to Section 551.072, Texas Government Code to deliberate the purchase, exchange, lease, or value of real property on the position of the governmental body in negotiations with a third person.

**Background:**

Executive Session matters.

## CITY OF LANCASTER'S BOARDS AND COMMISSIONS

### Lancaster Economic Development Corporation

3.

**Meeting Date:** 01/10/2019

**Policy Statement:** This request supports the City Council 2018-2019 Policy Agenda

**Goal(s):** Professional and 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 LEDC Board to take action necessary, if any, on item(s) discussed in Executive Session.