



**SUPPLEMENTAL AGENDA TO THE
NOTICE OF REGULAR MEETING AGENDA
LANCASTER ECONOMIC DEVELOPMENT CORPORATION, TYPE A
JAMES R. WILLIAMS PUMP STATION
TRAINING ROOM, 1999 JEFFERSON, LANCASTER, TEXAS
Thursday, September 24, 2020 - 7:00 PM**



While the President will be physically present at the Pump Station, the other Board members will attend via video or audio link due to the COVID-19 emergency situation.

IMPORTANT NOTICE: Due to the COVID-19 (coronavirus) state of emergency and consistent with the Governor's Order regarding modifications to the Texas Open Meetings Act ("TOMA"), and executive orders regarding the public will not be admitted to the physical meeting location.

Please click the link below for forms:

<https://www.lancaster-tx.com/1413/Notice-Regarding-Public-Participation>

Please click the link below to join the webinar:

https://us02web.zoom.us/webinar/register/WN_DyQrDW5fTV-hugyQETSmgg

The meeting will be broadcast live via video at the following address:

<http://www.lancaster-tx.com/324/Watch-Meetings>

CALL TO ORDER

PUBLIC TESTIMONY:

At this time citizens who have pre-registered before the call to order will be allowed to speak on consent or action item on the agenda, with the exception of public hearings, for a length of time not to exceed three minutes. Anyone desiring to speak on an item scheduled for a public hearing is requested to hold their comments until the public hearing on that item.

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 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).

ACTION:

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 sales and use tax for development of a new Heating, Ventilation and Air Conditioning (HVAC) program provided by Dallas College.
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.

ADJOURNMENT

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.

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.

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.

Certificate

I hereby certify the above Notice of Meeting was posted at the Lancaster City Hall on September 21, 2020 @ 5:00 p.m. and copies thereof were provided to the Lancaster Economic Development Corporation board members.



Board Secretary

CITY OF LANCASTER BOARDS AND COMMISSIONS**Lancaster Economic Development Corporation****Item 1.****Meeting Date:** 09/24/2020**Policy Statement:** This request supports the City Council 2020-2021 Policy Agenda**Goal(s):** Financially Sound City Government**Submitted by:** Shane Shepard, Director of Economic Development

Agenda Caption:

Consider approval of minutes from the Lancaster Economic Development Corporation Special Meeting held on December 12, 2019 and Joint Special Meeting held on March 2, 2020.

Background:

Attached for your review and consideration are minutes from the LEDC Special Meeting held on December 12, 2019, and Joint Special Meeting held on March 2, 2020.

Attachments

December 12, 2019 Minutes

March 2, 2020 Minutes

CITY OF LANCASTER BOARDS AND COMMISSIONS**Lancaster Economic Development Corporation****Item 2.****Meeting Date:** 09/24/2020**Policy Statement:** This request supports the City Council 2020-2021 Policy Agenda**Goal(s):** Financially Sound City Government**Submitted by:** Shane Shepard, Economic Development Director

Agenda Caption:

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.

Background:

The following information is representative of the third quarter of the FY 2019-2020 through June 30, 2020.

Attachments

Financials

CITY OF LANCASTER BOARDS AND COMMISSIONS**Lancaster Economic Development Corporation****Item 3.****Meeting Date:** 09/24/2020**Policy Statement:** This request supports the City Council 2020-2021 Policy Agenda**Goal(s):** Financially Sound City Government**Submitted by:** Shane Shepard, Director of Economic Development

Agenda Caption:

Discuss and review the proposed FY 2020/2021 budget for the Economic Development Fund (LEDC).

Background:

Attached for your review is the proposed FY2020/2021 budget for the Economic Development Fund. The City Council received a presentation on August 10, 2020 and August 24, 2020, regarding the proposed fiscal year 2020/2021 budget. A public hearing was held on September 14, 2020, and a second final public hearing and consideration are scheduled for September 21, 2020.

Attachments

Proposed FY 2020/2021 Budget

CITY OF LANCASTER BOARDS AND COMMISSIONS**Lancaster Economic Development Corporation****Item 4.****Meeting Date:** 09/24/2020**Policy Statement:** This request supports the City Council 2020-2021 Policy Agenda**Goal(s):** Quality Development**Submitted by:** Shane Shepard, Director of Economic Development

Agenda Caption:

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 sales and use tax for development of a new Heating, Ventilation and Air Conditioning (HVAC) program provided by Dallas College.

Background:

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.

CVC is requesting to extend the term of the Performance Agreement related to the grant from September 30, 2020 to September 30, 2021 to allow completion of the facility and to amend the agreement with Dallas College (successor-in-interest to Cedar Valley College). A Performance Agreement supporting a grant of \$150,000 for the program was initially approved by the Lancaster Economic Development Corporation on November 1, 2018 and ratified by City Council on November 18, 2018. The creation of the program and completion of the building were delayed due to the COVID-19 pandemic and related social distancing guidelines adopted to help prevent the spread of the virus. The HVAC training facility will be operational by September 30, 2021.

Dallas College (CVC) has offered residential heating and air conditioning certificates and degrees since 1995. 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.

The relationship CVC established by being a member of National Coalition of Certification Centers (NC3) has allowed them to explore opportunities with Trane, U.S., Inc. With the help of NC3 and Trane, Cedar Valley College will become a training and certification center of excellence for students, other schools in the region, and the technician service industry, this includes but is not limited to Heating, Ventilation, Air-Conditioning (HVAC) and Controls.

Understanding and meeting the needs of Lancaster and the labor market, CVC 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 North Texas for Heating, Air Conditioning, and Refrigeration Mechanics is \$46,710 (approximately \$22.46/hour) annually with a growth rate of 27.90% between 2012 and 2022. There are currently 7,010 HVAC positions in the DFW area.

The overall estimated cost of the commercial HVAC lab is \$4.8 million. Development of the program must be operational by September 30, 2021. Allocated funds must be used for real or business personal property purchases. Receipts in the amount of \$150,000 for said purchases must be submitted to the City of Lancaster, Department of Economic Development.

Operational Considerations:

The administrative elements of monitoring the incentive agreement are well within the scope of staff activities. This program will benefit our area by providing easy access to training for our citizens in a field that is in high demand and pays approximately \$46,710 annually.

Legal Considerations:

The City Attorney has reviewed and approved the resolution and agreement as to form.

Public Information Considerations:

This item is being considered at a Regular Meeting of the Lancaster Economic Development Corporation (LEDC), in accordance with the Texas Open Meetings Act.

Fiscal Impact:

The grant, if fully exercised would total \$150,000, an amount within the LEDC's fiscal year 2020/2021 incentive budget.

Options/Alternatives:

1. The Lancaster Economic Development Corporation (LEDC) may approve the resolution and agreement, as presented.
2. The Lancaster Economic Development Corporation (LEDC) may deny the resolution and agreement.

Recommendation:

Staff recommends approval of the resolution, as presented.

Attachments

Resolution

CITY OF LANCASTER BOARDS AND COMMISSIONS**Lancaster Economic Development Corporation****Item 5.****Meeting Date:** 09/24/2020**Policy Statement:** This request supports the City Council 2020-2021 Policy Agenda**Goal(s):** Quality Development**Submitted by:** Shane Shepard, Director of Economic Development

Agenda Caption:

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.

Background:

Dallas College (formerly Cedar Valley College (CVC)) submitted a request for matching funds to enable the college to purchase a 53-foot customized trailer Mobile Training Unit (MTU) to deliver training at various employer locations. Dallas College intends to use the trailer to provide certificate programs for Industrial Maintenance Technician, Electrical Technician, Mechatronic Technician and Logistics and promote programs in Automotive, Diesel and HVAC.

The total estimated cost of the project is \$515,295. Dallas College is requesting \$50,000 from the Lancaster Economic Development Corporation. This amount represents 9.7% of total project cost.

Dallas College requested 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 \$50,000. Other entities requested to participate include: Cedar Hill Economic Development Corporation, DeSoto Economic Development Corporation, and the City of Dallas. In order to be eligible for the grant, Dallas College will be required to meet the following obligations:

1. Grant Payment Draw Down- Recipient shall draw down the funds made available by Grantor no later than December 31, 2020;
2. MTU Program Inception - Recipient shall complete the MTU vehicle and begin instruction or training no later than December 31, 2021;
3. Lancaster Resident Training - During the first three (3) years of MTU program operation, Recipient will use the MTU program to provide training to at least twenty (20) City of Lancaster residents and/or persons employed within the City of Lancaster, Texas in work fields that pay at least \$45,000 annually, as determined by U.S. Department of Labor Statistics or other metrics acceptable to Grantor; and
4. Lancaster Site Visits - During the first three (3) years of MTU program operation, Recipient will use the MTU program to visit at least ten (10) industrial, distribution, or other commercial sites within the City of Lancaster to offer training and/or marketing of the MTU program.

Understanding and meeting the needs of Lancaster and the labor market, Dallas College will provide a comprehensive technical training program that will prepare students for careers in Industrial Maintenance, Electrical, Mechatronics, Logistics, Automotive, and Diesel 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 high demand industries.

Allocated funds must be used for real or business personal property purchases. Receipts totaling an amount not to exceed \$50,000 for said purchases must be submitted to the City of Lancaster, Department of Economic Development.

Operational Considerations:

The administrative elements of monitoring the incentive agreement are well within the scope of staff activities. This program will benefit our area by providing easy access to training for our citizens in a field that is in high demand and pays approximately 20% higher than the current Lancaster median income of \$51,628.

Legal Considerations:

The City Attorney has reviewed and approved the resolution and agreement as to form.

Public Information Considerations:

This item is being considered at a Regular Meeting of the Lancaster Economic Development Corporation (LEDC), in accordance with the Texas Open Meetings Act.

Fiscal Impact:

The grant, if fully exercised, would total \$50,000.

Options/Alternatives:

1. The Lancaster Economic Development Corporation (LEDC) may approve the resolution and agreement, as presented.
2. The Lancaster Economic Development Corporation (LEDC) may deny the resolution and agreement.

Recommendation:

Staff recommends approval of the resolution, as presented.

Attachments

Resolution

Agreement
