

**WHITE OAK ECONOMIC DEVELOPMENT
CORPORATION REGULAR BOARD MINUTES
WHITE OAK CITY HALL
SEPTEMBER 26, 2017
6:00 P.M.**

MEMBERS PRESENT : Thomas Cash, Barbara Ray, Curtis Smith, Gary Shaver, Mike Gilbert, James Crump, Greg Hulett

MEMBERS ABSENT : None

STAFF PRESENT : Charlie Smith, Sherry Roberts, Maureen Carrigan

CALL TO ORDER

President Cash called the meeting to order at 6:00 p.m.

CONSENT AGENDA: All matters listed under the Consent Agenda are considered routine and will be enacted in one motion. Should the President, a Board member, or a citizen desire discussion of any item that item will be removed from the Consent Agenda and will be considered separately.

- a. Approve Minutes from the August 29, 2017 meeting.
- b. Accept EDC Monthly Financial Reports from August 2017.
- c. Approve Budget Amendment #1

Motion to approve made by Treasurer Gilbert, seconded by Vice-President Smith. Carried unanimously.

PRESENTATIONS

- a. Paul Schuler – Maverick Business Forms, Inc.

City Coordinator Smith informed the Board that Mr. Schuler approached him about eight months ago regarding the relocation of his business to White Oak. Mr. Schuler has his plans lined out and would like to apply for assistance.

Mr. Schuler gave a brief description about his company and explained his family moved to White Oak in 1992 and raised their children here. He bought the company six years earlier and is the sole owner. The business has 36 full-time employees and three part-time employees that could be added full-time. The business is a wholesale business forms manufacturer. He stated the business has approximately 1,500 customers across the United States.

The current building, he is leasing for the business was constructed in the year 2000 and he does not have the option to purchase the facility. Mr. Schuler is proposing to move his business to the Willow Lake Business Park. He explained the process of the move and informed the Board that it will cost nearly \$600,000 to make the transition.

EXECUTIVE SESSION – The White Oak Economic Development Corporation Board will meet in Executive Session as authorized by Title 5, Chapter 551, Texas Government Code, The Texas Open Meetings Act, for the following purpose:

Section 551.087 – Deliberation regarding Economic Development Negotiations:
Discussion regarding negotiations with the following:

- a. Paul Schuler – Maverick Business Forms, Inc

The Board entered closed session at 6:21 p.m.

RECONVENE TO OPEN SESSION – Consideration, discussion, and possible action on:

Section 551.087 – Deliberation regarding Economic Development Negotiations:
Discussion regarding negotiations with the following:

- a. Paul Schuler – Maverick Business Forms, Inc

The Board reconvened into open session at 6:31 p.m.

Board member Shaver made the motion to offer an initial \$200,000, interest-free loan with payments to be over a period of 10 years beginning one year from the date the Certificate of Occupancy is issued; all jobs are created within the first 5-year period would create a \$10,000 credit for each job created; and, after a successful relocation, a grant up to \$200,00 to reimburse for relocation expenses with proof of expenses; for a total package of \$400,000, seconded by Vice-President Smith. Carried 6-0-1 with Board member Hulett abstaining due to a conflict of interest.

Mr. Shuler explained that he has one hurdle before this is a done deal – the owner of the building of where he is currently located. The lease on the building is up in November and he will need to ask for a ten-month extension.

Further discussion was held regarding the employees and their role in the transition. Mr. Schuler expressed his and the employees' concern regarding the lease extension request.

PRESENTATION by staff regarding available incentive programs

Assistant City Manager Sherry Roberts presented the Board options of a variety of economic development tools that the Board could use to help attract new businesses and to help assist those businesses already in White Oak.

BUDGET WORKSHOP

City Coordinator Smith explained opined that the Board has made a lot of good deals this year that will help move White Oak forward. Especially with cutting out the salaries and expenses that were included in previous budgets. Board member Shaver stated that bringing city staff in to administer this program is one of the best decisions the Board has ever made, and he thanked city staff for the great job being done.

CONSIDER, DISCUSS, AND/OR APPROVE Fiscal Year 2017/2018 budget


Treasurer Gilbert made the motion to approve, seconded by Board member Shaver. Carried unanimously.

STAFF REPORTS & UPDATES

City Coordinator Smith stated he did not have anything.


ADJOURNMENT

Motion to adjourn at 7:26 p.m. made by Secretary Ray, seconded by Board member Shaver. Carried unanimously.



Thomas Cash, President

ATTEST:



Dr. Barbara Ray, Secretary