

**WHITE OAK ECONOMIC DEVELOPMENT
CORPORATION REGULAR BOARD MINUTES
WHITE OAK CITY HALL
JUNE 1, 2017
6:00 P.M.**

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

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 January 25, 2017 meeting.
- b. Accept EDC Monthly Financial Reports from January through May 2017.
- c. Consider and/or approve Quarterly Investment Reports ending March 31, 2016.

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

PRESENTATION by Karen A. Jacks & Associates regarding the White Oak EDC Audited Financial Statements for Fiscal Year Ending 2016.

Karen Jacks presented the fiscal year 15/16 audit to the Board. No material weaknesses were located and nothing negative to report. The Management's Discussion & Analysis (MD&A) is prepared by staff at the conclusion of the audit that provides year to year comparisons. She acknowledged that sales tax of course was down across the state; therefore, revenues were not as expected. There has been previous discussion regarding the monitoring of loan agreements that were required to assure the award recipients are performing according to the contract. In fiscal year 2016, there was good monitoring of employment levels and expectations. She added that when the awards included capital assets or renovations, there was not follow up to prove the work was completed. She recommends staff expand monitoring efforts to ensure recipients for capital improvements or equipment purchases actually occur and in the amount awarded. She informed the Board and staff that it is appropriate for staff to visit businesses that have received funding for capital and equipment to ensure compliance.

PRESENTATIONS

- a. Casey Wightman – A & H Tannery
- b. Adam Spencer – Spencer Orthodontics

Mr. Wightman addressed the Board regarding an addition to the tannery regarding the turnaround time on the drying process. He is looking at a flushing machine, which will speed up the process. He has plans to add another employee. Mr. Wightman informed the Board that he has 10 months left on his previous loan and inquired if the remainder of that loan could be turned into a grant.

Dr. Adam Spencer addressed the Board regarding the property he plans to develop on the corner of White Oak Road and Center Street. He explained that he wanted to return and do something for the community. His patients are from a lot of different school districts. He envisions more than his business in the building

due to additional space. The building will be just under 10,000 square feet and will include rental spaces. His plan is to bring in a nice coffee retailer with inside and outside seating and a drive-thru. This will clean up that corner. He informed the Board that any kind of dental equipment is expensive. His office would be the anchor tenant in the plaza. The architect is Adam Bodovsky. President Cash asked Dr. Spencer if he has purchased the property. Dr. Spencer answered that the property is in the closing process. President Cash asked how soon he planned to begin the project. Dr. Spencer answered that he does not plan to waste time, but obviously there is the demolition process and dirt work. He anticipates the project taking around a year to complete from the day of close. The plaza will include four rental places and his satellite office.

Board member Shaver questioned what entity will own the real estate. Dr. Spencer answered that his property company will own the real estate. Board member Shaver then acknowledged that the application for assistance is requested by the orthodontic practice and the request is for \$182,000 for orthodontic equipment. Dr. Spencer confirmed this.

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:

Entered closed session at 6:23 p.m.

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

- a. Casey Wightman – A & H Tannery
- b. Adam Spencer – Spencer Orthodontics

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

Reconvened into open session at 6:40 pm.

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

- a. Casey Wightman – A & H Tannery
Board Treasurer Gilbert made the motion to grant A & H Tannery \$6,000 for the purchase of taxidermy equipment with receipts as proof of purchase, seconded by Board member Shaver. Carried unanimously.
- b. Adam Spencer – Spencer Orthodontics
Vice-President Smith made the motion to grant Spencer Orthodontics \$100,000 to help purchase the needed equipment for the White Oak orthodontic clinic with receipts as proof of purchase, seconded by Treasurer Gilbert. Carried unanimously.

DISCUSSION AND/OR ACTION regarding audits of current performance agreements and incentive contracts.

Assistant City Manager asked the Board if anyone had any questions on the documents provided. No one had any questions.

DISCUSSION regarding Texas Wide Open for Business Site Selection Database

Since there was not a full attendance of the Board, the decision was made to discuss this at the next meeting.

PRESENTATION by staff regarding available incentive programs.

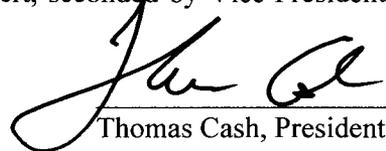
Since there was not a full attendance of the Board, the decision was made to have the presentation at the next meeting.

STAFF REPORTS & UPDATES

- a. Upcoming meeting
City Coordinator Smith informed the Board that there will be another meeting very soon regarding a couple of applications for assistance.
- b. Summer Business Appreciation Luncheon
The appreciation luncheon will be held on June 20 at 11:00 at Emmanuel Baptist Church.
- c. TxDOT Beautification Funds
TxDOT will be planting flowers and shrubbery on the corners of U.S. Highway 80 and White Oak Road for curb appeal with money from their beautification fund.

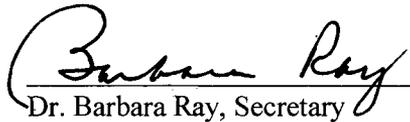
ADJOURNMENT

Motion to adjourn at 6:45 p.m. made by Treasurer Gilbert, seconded by Vice-President Smith. Carried unanimously.



Thomas Cash, President

ATTEST:



Dr. Barbara Ray, Secretary