



AGENDA
WATAUGA ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
TUESDAY, JANUARY 16, 2024
6:30 PM

CALL TO ORDER

ROLL CALL

ANNOUNCEMENTS

PRESENTATIONS

1. Presentation of a proclamation to Texas Tool Traders in recognition of their 30 year milestone anniversary.
2. Presentation of a proclamation to One Main Financial in recognition of their 20 year milestone anniversary.
3. Presentation of a proclamation to Panda Express in recognition of their 20 year milestone anniversary.
4. Presentation and update from the Retail Coach

PUBLIC COMMENT

If speaking for an organization or group, the speaker should identify the group represented. If speaking during Public Comment (for matters not posted on that particular meeting's agenda), members of the Watauga Economic Development Corporation, and Staff may only provide a statement of factual information in response to the inquiry or recite existing policy in response (e.g., to correct a factual misstatement made by the citizen or provide factual information requested by the citizen). Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a future meeting. If necessary, the Chair will task the City Manager to respond to the citizen and report back to the WEDC as soon as practicable. Such report to the WEDC shall not constitute a meeting called by WEDC nor shall it constitute deliberation or formal action. Individual citizens addressing the WEDC

during Public Comment shall not exceed three (3) minutes in their comments; however, the Chair may extend or reduce the speaker's allotted time in order to conduct an efficient and effective public meeting. The time allotted shall not be donated to others desiring to speak. Public Comment is not established to engage in a conversation with the WEDC and no formal action will be taken.

PUBLIC TESTIMONY FOR ACTION ITEMS Only those persons who submit a completed Request to Speak form prior to the agenda item being introduced by the Chair will be allowed to speak on agenda items set for action (this doesn't include presentations or reports). The Chair shall ask each person requesting to speak to approach the podium when called to speak. Speakers time shall generally not exceed three (3) minutes in their comments and all comments must be germane to the specific agenda item being discussed; however, the Chair may extend or reduce the speaker's allotted time. Speakers shall not be permitted to donate their time to other speakers. Members of the City Council may ask questions or discuss the item directly with the citizen during the citizen's testimony if necessary. Any discussion between a Council member and the citizen will not count toward the time limit and Council Members are encouraged not to speak until the citizen has first utilized their allocated time.

REPORTS FROM STAFF

CONSENT AGENDA All of the items on the consent agenda are considered to be self-explanatory by the Corporation and will be enacted with one motion, one second, and one vote. There will be no separate discussion of these items.

1. Consider approval of the minutes from the June 20 and the July 18, 2023 Watauga Economic Development Corporation Meetings.

PUBLIC HEARINGS

ACTION ITEMS

EXECUTIVE SESSION The WEDC will recess its open meeting and reconvene in executive session to discuss the following items pursuant to the below referenced section(s) of the Texas Government Code:

RECONVENE The WEDC will return to open session in the City Council Chamber for possible discussion and action as a result of the Executive Session.

ITEMS OF EXECUTIVE SESSION DELIBERATION:

ITEMS FOR FUTURE AGENDAS

ADJOURNMENT

Meeting Notices and Reservation of Rights

The Watauga Economic Development Corporation Board of Directors may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code if the requisite information is otherwise posted; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code (as applicable) when determined necessary by the [City Council/Board/Commission/Committee] to address a subject matter on the agenda. Action, if any, will be taken in open session.

Attendance by Other Elected or Appointed Officials: It is anticipated that members of other governmental bodies, and/or city council, boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the body, board, commission and/or committee. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a possible meeting of the other body, board, commission and/or committee, whose members may be in attendance, if such numbers constitute a quorum. The members of the city council, boards, commissions and/or committees may be permitted to participate in discussions on the same items listed on the agenda which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that city council, body, board, commission or committee subject to the Texas Open Meetings Act.

NOTICE

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (817) 514-5825, OR FAX (817) 514-3625.

I, Linda Proskey, City Secretary for the City of Watauga, hereby certify that this agenda was posted on the bulletin boards at City Hall, 7105 Whitley Road, Watauga, Texas, on January 12, 2024, before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.

/S/ Linda Proskey
City Secretary





MINUTES
WATAUGA ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
TUESDAY, JULY 18, 2023
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
6:30 PM

CALL TO ORDER

President, Miner called the meeting to order at 6:31 p.m.

ROLL CALL

Arthur L. Miner
Calvin Lewis
Jan Hill
Malissa Minucci
Vacant
Vacant
Macy Forrester

Place 1, President
Place 2, Director
Place 3, Secretary
Place 4, VP- absent without notice
Place 5, Director
Place 6, Director
Place 7, Director

Others present include:

Andrew Neal
Lorenza Zavala
Sandra Gibson

Council Member Place 4, Liaison
Administrative Assistant
Finance Director

ANNOUNCEMENTS

No Announcements at this time.

PRESENTATIONS

1. **Presentation of a proclamation to JPS Health Center in recognition of their 15 year milestone anniversary.**

PUBLIC COMMENT

No requests to speak were received.

PUBLIC TESTIMONY FOR ACTION ITEMS

No requests to speak were received.

REPORTS FROM STAFF

None at this time.

CONSENT AGENDA

1. **Consider approval and authorize the Executive Director to execute the professional services agreement between the Watauga Economic Development Corporation and The Retail Coach, LLC for the completion of a Comprehensive Retail Recruitment and Development Plan. This will be the fifth term of the contractual engagement with The Retail Coach, LLC.**
2. **Consider approval of the Monthly Financial Report for the period ending May 31, 2023**

Secretary Jan Hill made a motion to accept the consent agenda as presented.
Second the motion: Director Lewis

4-0-0

Ayes: Macy Forrester, Arthur Miner, Jan Hill, Calvin Lewis
Nays: None
Absent: None
Abstain: None

PUBLIC HEARINGS / ACTION

ACTION ITEMS

1. **Discuss and consider adopting a resolution of the Watauga Economic Development Corporation establishing and approving the Corporation's Fiscal Year Budget for FY2023-2024; providing for all anticipated expenditures; directing the Executive Director to submit it to the City Secretary's Office for City Council consideration to approve the budget and related operational expenditures; and providing an effective date.**

Sandra Gibson, Director of Finance, presented the item. The process was started in May for Economic Development. Revenues are just over \$1.5 million, and expenditures, including transfers, are just over \$515,000. It will go to Council Agenda on the 28th of August.

Secretary Jan Hill to make a motion to accept the item as presented.
Second the motion: Director Lewis

4-0-0

Ayes: Macy Forrester, Arthur Miner, Jan Hill, Calvin Lewis
Nays: None
Absent: None

Abstain: None

2. **Consider action on a Staffing and Reimbursement Agreement between the Watauga Economic Development Corporation and the City of Watauga for personnel and services.**

Sandra Gibson, Director of Finance, presented the item. She stated that this does include all personnel reimbursement for expenditures for General Fund Employees performing services for the WEDC. It is \$279,000 in total, and it's listed in the budget as a line item as a transfer to the General Fund. This is an estimated allocation and can be reevaluated at the end of the year.

Director Lewis to make a motion to approve the action item as discussed.
Second the motion: Secretary Hill

4-0-0

Ayes: Macy Forrester, Arthur Miner, Jan Hill, Calvin Lewis
Nays: None
Absent: None
Abstain: None

ITEMS FOR FUTURE AGENDAS

President Miner would like to see the voting fixed.

ADJOURNMENT

President Miner adjourned the meeting at 6:42 p.m.

APPROVED: this _____ day of _____, 2024.

SIGNED: this _____ day of _____, 2024.

APPROVED:

Arthur L. Miner, President

ATTEST:

Jan Hill, Secretary

NOTE: Original Audio and Video Recording of this meeting is preserved and maintained by the City Secretary's Office



MINUTES
WATAUGA ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
TUESDAY, JUNE 20, 2023
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
6:30 PM

CALL TO ORDER

President, Miner called the meeting to order at 6:39 p.m.

ROLL CALL

Arthur L. Miner
Calvin Lewis
Jan Hill
Malissa Minucci
Claude Smith
Vacant
Macy Forrester

Place 1, President
Place 2, Director
Place 3, Secretary
Place 4, Vice President
Place 5, Director- absent without notice
Place 6, Director
Place 7, Director

Others present include:

Joshua Jones
Linda Proskey
Sandra Gibson
Deby Woodard

City Manager
City Secretary
Finance Director
Assistant Finance Director

ANNOUNCEMENTS

No Announcements at this time.

PRESENTATIONS

1. Presentation of a proclamation to Quick Way in recognition of their 20 year milestone anniversary.

PUBLIC COMMENT

No requests to speak were received.

PUBLIC TESTIMONY FOR ACTION ITEMS

No requests to speak were received.

REPORTS FROM STAFF

None.

CONSENT AGENDA

1. **Consider approval of the WECD meeting minutes for May 16, 2023**
2. **Consider action on approval of the Monthly Financial Report for the period ending April 30, 2023**

Secretary Jan Hill to make a motion to approve the consent agenda as presented.

Second the motion: Director Lewis

4-0-0

Ayes: Macy Forrester, Malissa Minucci, Jan Hill, Calvin Lewis

Nays: None

Absent: None

Abstain: None

PUBLIC HEARINGS / ACTION

1. **Public Hearing on the Economic Development Corporation Proposed Budget for FY2023-2024**

President Miner opened the public hearing at 6:42pm. No requests received;
President Miner closed the public hearing at 6:43pm.

ACTION ITEMS

EXECUTIVE SESSION

1. **The Corporation will conduct an executive session pursuant to Section 551.087, Texas Government Code (Economic Development Negotiations), to deliberate regarding negotiations on a 380 Agreement and to discuss commercial or financial information regarding a business prospect that the corporation seeks to have locate, stay or expand in the City, re: H6 Watauga LLC dba HTeaO.**

The WEDC entered executive session at 6:44 pm.

RECONVENE

President Miner to reconvene the meeting at 7:11 pm.

ITEMS OF EXECUTIVE SESSION DELIBERATION:

1. **Consider action on the executive session item - The Corporation will conduct an executive session pursuant to Section 551.087, Texas Government Code (Economic Development Negotiations), to deliberate regarding negotiations on a 380 Agreement and to discuss commercial or**

financial information regarding a business prospect that the corporation seeks to have locate, stay or expand in the City.re: H6 Watauga LLC dba HTeaO.

No action at this time.

ITEMS FOR FUTURE AGENDAS

No items at this time.

ADJOURNMENT

President Miner adjourned the meeting at 7:12 p.m.

APPROVED: this _____ day of _____, 2024.

SIGNED: this _____ day of _____, 2024.

APPROVED:

Arthur L. Miner, President

ATTEST:

Jan Hill, Secretary

NOTE: Original Audio and Video Recording of this meeting is preserved and maintained by the City Secretary's Office