



MINUTES
WATAUGA ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
MONDAY, JULY 14, 2025
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
5:15 PM

CALL TO ORDER

President, Miner called the meeting to order at 5:15 p.m.

ROLL CALL

Arthur L. Miner	Place 1, President
Calvin Lewis	Place 2, Director
Jan Hill	Place 3, Director
Malissa Minucci	Place 4, Director
Stephen Welch	Place 5, Vice President
Brian Downey	Place 6, Secretary
Macy Forrester	Place 7, Director-absent without notice

Others present include:

Sandra Gibson	City Manager
Jennifer Calvert	Finance Director
Linda Proskey	City Secretary
Lorenza Zavala	Economic Development Specialist

ANNOUNCEMENTS

No announcements at this time.

PRESENTATIONS

No presentations at this time.

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. Consideration of approval of the Monthly Financial Report for the period ending May 31, 2025.

Director Malissa Minucci made a motion to approve the consent agenda as presented. The motion was seconded by Secretary Brian Downey.

Motion Passed 5-0-0

Ayes: Calvin Lewis, Jan Hill, Stephen Welch, Brian Downey, Malissa Minucci

Nays: None

Absent: Macy Forrester

Abstain: None

PUBLIC HEARINGS

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 FY2025-2026; 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.

Finance Director Jennifer Calvert presented a review of the WEDC budget and asked if there were any changes or comments from the Board. The Board had none.

Vice President Stephen Welch made a motion to approve the fiscal year budget as presented. The motion was seconded by Director Malissa Minucci.

Motion Passed 5-0-0

Ayes: Calvin Lewis, Jan Hill, Stephen Welch, Brian Downey, Malissa Minucci

Nays: None

Absent: Macy Forrester

Abstain: None

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

Finance Director Jennifer Calvert presented the item, noting that the agreement transfers funds to the General Fund for city personnel for the time spent performing work for the WEDC and is renewed annually, effective October 1, 2025, through September 30, 2026.

Secretary Brian Downey made the motion to approve the Staffing and Reimbursement Agreement as presented. The motion was seconded by Director Malissa Minucci.

Motion Passed 5-0-0

Ayes: Calvin Lewis, Jan Hill, Stephen Welch, Brian Downey, Malissa Minucci

Nays: None

Absent: Macy Forrester

Abstain: None

EXECUTIVE SESSION

There was no executive session.

ITEMS FOR FUTURE AGENDAS

ADJOURNMENT

President Miner adjourned the meeting at 5:25 p.m.

APPROVED: this 16th day of September, 2025.

SIGNED: this 16th day of September, 2025.

APPROVED:

/s/ Arthur L. Miner

Arthur L. Miner, President

ATTEST:

/S/ Brian Downey

Brian Downey, Secretary 

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