City of West Orange
Economic Development Corporation

West Orange City Hall
2700 Western Avenue
West Orange, TX
77630

Board Meeting Minutes

Tuesday, September 15, 2026 | 3:00 p.m. | WO City Council Chambers

BOARD MEMBERS PRESENT:

Randy Branch	Meritta Kennedy	Charlotte Alford
Jon Sherwin	Mike Stelly	Mike Dixon

BOARD MEMBER ABSENT:
Wayne Wiggins

OTHERS PRESENT:

David Hinds, Sr.	David Hinds, Jr.	Christopher Leavins
Theresa Van Meter		

Call to Order

Board President Branch called the meeting to order at 3:00 p.m. He announced that a quorum of the Board was present. The invocation was given by Mr. Leavins. Pledges of Allegiance to the American and Texas flags were then given.

Closed Session

The Board entered into a Closed Meeting at 3:02 p.m. to deliberate commercial or financial information that the Governmental Body has received from a business prospect that the Governmental Body seeks to have locate, stay, or expand in or near the territory of the Governmental Body and with which the Governmental Body is conducting economic development negotiations, or to Deliberate the offer of a financial or other incentive to such a business prospect, under Section 551.087 of the Act, regarding any current, confidential WOEDC Projects

Regular Session

The Closed Session adjourned and Regular Session convened at 3:41 p.m.

Discussion and Possible Action resulting from the Closed Session – A brief discussion was held on the steps necessary to move forward with the project discussed in Closed Session, and the order in which they needed to occur.

Board V.P. Kennedy then made a motion that the Board move forward with this project, with an amount not to exceed $500,000, contingent upon approval by the City Council. Board Secretary Alford seconded her motion. Board President Branch then called for a vote on the motion, which passed unanimously.

Discussion and Possible Action on minutes of October 27, 2025 EDC Board meeting – Board V.P. Kennedy made a motion to accept these minutes into record as presented. Her motion received a second from Board Member Stelly. A vote was then cast, with the motion passing unanimously.

Discussion and Possible Action on amending the "Administrative Services Agreement" with the City of West Orange – Board Member Stelly explained that this agreement, including an annual payment of $50,000 to the City for services rendered, was actually voted on and approved at the last meeting, and now is being presented for signatures to formalize the agreement.

Board Member Sherwin then made a motion that the "Administrative Services Agreement" be approved and signed as presented. Board V.P. Kennedy seconded his motion. With there being no discussion, Board President Branch called for a vote, with the motion passing unanimously.

Discussion of available training for Directors – Board Member Stelly reported that there will be training available at the upcoming TML Conference in San Antonio is November 11th - 13th if anyone is interested. He also announced that the annual Texas EDC Conference is scheduled for December 10th & 11th in Bastrop. Board President Branch added that EDC funds would be available to cover the expenses should anyone wish to attend.

Discussion and Possible Action on 2026-2027 budget - Board Member Stelly explained that this budget is almost a mirror of the 2025-2026 budget. This budget proposes Total Revenue to be $324,500 and Total Expenses to be $324,500. He added that, should the property acquisition discussed during the Closed Session of the meeting come to fruition, this budget would need to be amended.

Board Member Stelly then moved for approval of the 2026-2027 budget as presented. Board Secretary Alford seconded his motion. With there being no discussion on the item, Board President Branch called for a vote, with the motion passing unanimously.

Financial overview - Board Member Stelly reported that the organization is in good shape financially, with over $727,000 currently in the bank.

Election of Officers - Board President Branch reported that the City Council has approved keeping Meritta Kennedy, Charlotte Alford and Jon Sherwin on the Board for another term. Board Member Stelly then made a motion to keep the slate of officers as is:

Randy Branch	Board President
Meritta Kennedy	Board Vice President
Mike Dixon	Board Treasurer
Charlotte Alford	Board Secretary

Board Member Sherwin seconded this motion. With there being no additional nominations, a vote was cast, with the motion passing unanimously.

Adjournment

With there being no further discussion, and no questions put forth, Mr. Sherwin made a motion to adjourn the meeting. This was followed by a second from Mr. Stelly. A vote was cast; motion carried.

President Branch then adjourned the meeting at 3:52 p.m.

CITY OF WEST ORANGE CORPORATE SEAL ECONOMIC DEVELOPMENT CORPORATION

R R Branch
Randy Branch, EDC Board President

ATTEST:

Charlotte Alford
Charlotte Alford, EDC Board Secretary