

# Wylie City Council Regular Meeting Minutes

June 25, 2024 – 6:00 PM

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098



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## CALL TO ORDER

Mayor Matthew Porter called the regular meeting to order at 6:00 p.m. The following City Council members were present: Councilman David R. Duke, Councilman Dave Strang, Mayor *pro tem* Jeff Forrester, Councilman Sid Hoover, Councilman Scott Williams, and Councilman Gino Mulliqi.

Staff present included: City Manager Brent Parker; Deputy City Manager Renae Ollie; Assistant City Manager Lety Yanez; Assistant Fire Chief Brian Ritter; Digital Media Specialist Kristina Kelly; City Secretary Stephanie Storm; Public Works Director Tommy Weir; Police Chief Anthony Henderson; Parks and Recreation Director Carmen Powlen; City Engineer Tim Porter; Community Services Director Jasen Haskins; Library Director Ofilia Barrera; Wylie Economic Development Corporation Executive Director Jason Greiner; Finance Director Melissa Brown; and various support staff.

## INVOCATION & PLEDGE OF ALLEGIANCE

Mayor *pro tem* Forrester led the invocation and Councilman Mulliqi led the Pledge of Allegiance.

## PRESENTATIONS & RECOGNITIONS

### PR1. Keith Self Recognize the Police Department.

Michelle Bishop and Susan Fischer, representing Congressman Self's office, recognized and presented Congressional Certificates of Recognition to the Wylie Police Department 2023 Award Winners.

### PR2. Presentation for Outgoing Wylie Board and Commission Members.

Mayor Porter and Mayor *pro tem* Forrester presented gifts of appreciation to outgoing board and commission members thanking them for their service. Outgoing board and commission members present included Laurie Sargent and Craig Allen.

### PR3. Oath of Office for Incoming Wylie Board and Commission Members.

Associate Municipal Court Judge Feil administered the Oath of Office to the newly appointed board and commission members in attendance.

### PR4. National Park and Recreation Month.

Mayor Porter proclaimed the month of July as National Park and Recreation Month in Wylie, Texas. Parks and Recreation Board and staff members were present to accept the proclamation. Staff announced the Fall schedule would be released on September 1st for registration.

Mayor Porter convened the Council into a break at 6:31 p.m.

Mayor Porter reconvened the Council into Regular Session at 6:34 p.m.

## **COMMENTS ON NON-AGENDA ITEMS**

*Any member of the public may address Council regarding an item that is not listed on the Agenda. Members of the public must fill out a form prior to the meeting in order to speak. Council requests that comments be limited to three minutes for an individual, six minutes for a group. In addition, Council is not allowed to converse, deliberate or take action on any matter presented during citizen participation.*

No persons were present wishing to address the Council.

## **CONSENT AGENDA**

*All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

- A. Consider, and act upon, approval of June 11, 2024 Regular City Council Meeting minutes.**
- B. Consider, and place on file, the monthly Revenue and Expenditure Report for the Wylie Economic Development Corporation as of April 30, 2024.**
- C. Consider, and place on file, the monthly Revenue and Expenditure Report for the Wylie Economic Development Corporation as of May 31, 2024.**
- D. Consider, and act upon, the City of Wylie Monthly Revenue and Expenditure Report for May 31, 2024.**
- E. Consider, and place on file, the City of Wylie Monthly Investment Report for May 31, 2024.**
- F. Consider, and act upon, approval of the Connection Point Church Third Annual Run for the Fatherless 5K and Fun Run event in Founders Park on November 23, 2024.**
- G. Consider, and act upon, the award of contract #W2024-65-I to Fuquay, Inc. for repairs/rehabilitation of 12 Manholes, in the estimated amount of \$73,368.00, through a cooperative purchasing contract with Buyboard and authorizing the City Manager to execute any and all necessary documents.**

## **Council Action**

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Mulliqi, to approve the Consent Agenda as presented. A vote was taken and the motion passed 7-0.

## **REGULAR AGENDA**

- 1. Consider, and act upon, an appointment to fill a Board of Review vacancy for a term to begin July 1, 2024 and end June 30, 2026.**

## **Council Comments**

Mayor Porter stated one of the individuals, Krishna Upadhyaya, who had been selected for this Board at the prior meeting withdrew from consideration upon being contacted. Councilman Strang stated he had concerns with the only remaining eligible applicant as he is not present this evening for an interview and did not complete his application leaving some crucial areas blank. Mayor *pro tem* Forrester agreed that at this point it would be hard to place an individual on the Board of Review when the comments on the application do not relate to the Board of Review, but rather the growth and development within the City, and added it would behoove the Council to re-open the application for applicants for the next couple of weeks. City Secretary Storm replied if Council decides to table the item to allow applicants to apply, the item would have to come back for consideration within three meetings, and added there are two alternates on this board if Council desires to move an alternate to the open position.

## **Council Action**

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Strang, to table Item 1 for three meetings and reopen the application. A vote was taken and the motion passed 7-0.

## **WORK SESSION**

Mayor Porter convened the Council into a Work Session at 6:40 p.m.

### **WS1. Discuss the Fiscal Year 2025 General Fund Budget.**

City Manager Parker addressed Council presenting the proposed revenue assumptions including the certified total estimated value as of April 30th of \$7,271,454,376, the certified estimated value of new construction as of April 30th of \$212,108,718 (equates to \$1,240,715 in revenue), proposed sales tax is a 10 percent increase over FY 2024 budgeted/projected (6-month actuals at 53 percent), assumes an estimated voter approval rate of .580111 which includes the 3.5 percent revenue cap plus the incremental rate, includes \$1.5 million for EMS revenue, and includes reimbursement grants of \$1.9 million which are offset with expense.

Parker reviewed the items included in the proposed base budget which include a 10 percent increase in health insurance for \$393,227, a three percent average merit increase for the General employees (effective January 2025) for \$309,819, five percent pay plan adjustments for Police and Fire (effective mid-year 2025) for \$508,418, and Public Safety step increase for \$262,453 resulting in a total of \$1,473,917. Parker added a notable change to expenditures for the reclassification of select positions from General Fund Parks to 4B Parks for \$750,000.

Parker reviewed the General Fund summary with an estimated beginning fund balance on October 1, 2024 of \$24,001,674, proposed revenues for FY25 (with a tax rate of .580111) of \$65,573,508, proposed expenditures for the base budget for FY25 of \$64,041,605, recommended requests (recurring expense) of \$537,703, new/replacement equipment one time uses of \$994,200, and the use of fund balance of \$2,232,100 resulting in an estimated ending fund balance for September 30, 2025 of \$21,769,574 which would result in the fund balance being 33 percent of expenditures.

Parker reviewed the new General Fund recommendations including a Facilities Operations Support Technician for \$73,838, a Police Crossing Guard for \$22,323, a Police Records Clerk for \$68,345, an Emergency Communications Public Safety Data Analyst for \$86,274, a Code Enforcement Code Compliance Officer for \$129,554 (including vehicle and equipment), a Streets Equipment Operator II (Traffic) for \$78,643, and a Streets Equipment Operator II (Streets) for \$78,727 totaling \$537,703 in personnel. The non-personnel includes Facilities building automation system controls for \$125,000, Police camera replacement for \$300,000, Police advanced body scan for \$58,200, Fire replacement Holmatro extrication tools for \$45,000, Police replacement vehicles for \$216,000, and Streets 2023 HSIP Call For Projects-FM 544 Street Lighting and Signal Coordination for \$250,000 total \$994,200. The total for new General Fund personnel and non-personnel recommendations is \$1,531,903.

Parker reviewed the use of the General Fund Fund Balance which includes a Police armored vehicle for \$170,000, Police vehicle equipment FY23/24 for \$662,000, Fire replacement fleet Unit #276 for \$140,000, Fire replacement fleet Unit #285-Support for \$110,000, EMS replacement ambulance for \$450,000, four EMS automated CPR devices for \$120,000, Animal Control vehicle replacement for \$91,100, two Code Enforcement vehicle replacements for \$74,000, Streets PTZ camera (Stormwater) for \$60,000, Streets skid loader/trailer (Stormwater) for \$75,000, Streets utility truck (Traffic) for \$72,000, Streets six-yard dump truck and sander (Stormwater) for \$172,000, Streets 15k lb two post lift (Fleet) for \$16,000, and Streets flashing pedestrian crossing at Hensley and Cornerstone for \$20,000 totaling \$2,232,100.

Council comments and questions included: is the City estimating an increase in revenue of 10 percent for sales tax, asked if the expenses for the \$1.9m reimbursement grants were in last year's budget, is the proposed crossing guard for the new school included, confirmed the main focus of the Public Safety Data Analyst position, can the personnel and non-personnel costs be split out for the new positions, what was the grant amount awarded for the FM street

lighting and signal coordination and is the cost from an RFP or an estimated cost, and confirmed the traffic utility truck is normal and not a bucket truck.

**WS2. Discuss the currently proposed Downtown Project lane, parking, and sidewalk configuration.**

City Engineer Porter addressed the Council presenting the Wylie Downtown Project – Phase 1 including project history, Phase 1 - project overview, progress to date, review lane configuration options, and next steps.

Council comments and questions included: will the proposed lighting and trees interfere with the Fire Department’s apparatus down Ballard Street, would like to continue to look at the original single-lane plan with gaining as much real estate from the front of the buildings to the street and would explore improving the alleys to serve emergency vehicles, why was the fire lane issue was not previously brought up in earlier discussions, what will be the parking fix downtown, and have concerns with one lane and blocking traffic when getting into a space.

Council directed staff to meet with the downtown stakeholders to review the new options, gather their feedback, and bring that information back to the Council at a future work session.

**WS3. Discuss the future format for City Council and Board and Commission Meeting Minutes.**

City Secretary Storm addressed the Council requesting their direction on changing the format from discussion to action item minutes for Council and Board and Commission meetings effective July 1, 2024. Storm stated that most surrounding cities do action items, and currently, all City Council and Board and Commission meetings with the exception of the WEDC, are live-streamed and available on demand on the City website indefinitely.

Council directed staff to move forward with action item minutes starting July 1, 2024 for City Council and Board and Commission meetings.

**RECONVENE INTO REGULAR SESSION**

Mayor Porter reconvened the Council into Regular Session at 8:05 p.m.

**ADJOURNMENT**

A motion was made by Councilman Strang, seconded by Councilman Williams, to adjourn the meeting at 8:06 p.m. A vote was taken and the motion passed 7-0.

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**Matthew Porter, Mayor**

**ATTEST:**

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**Stephanie Storm, City Secretary**