

Minutes
Wylie Economic Development Corporation
Board of Directors Meeting
March 16, 2022 – 8:30 A.M.
WEDC Offices – Conference Room
250 S Hwy 78 – Wylie, TX 75098

CALL TO ORDER

Announce the presence of a Quorum

President Demond Dawkins called the meeting to order at 8:36 a.m. Board Members present were Melisa Whitehead, Gino Mulliqi, and Blake Brininstool.

Ex-Officio Members Mayor Matthew Porter and Assistant City Manager Renae' Ollie were present.

WEDC staff present included Executive Director Jason Greiner, BRE Director Angel Wygant, and Senior Assistant Rachael Hermes.

Wylie News representative Dustin Butler was in attendance.

INVOCATION & PLEDGE OF ALLEGIANCE

President Dawkins gave the invocation and Board Member Mulliqi led the Pledge of Allegiance.

COMMENTS ON NON-AGENDA ITEMS

With no citizen participation, President Dawkins moved to Consent Agenda.

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the WEDC Board of Directors and will be enacted by one motion. There will not be a 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 Minutes from the February 16, 2022 Regular Meeting of the WEDC Board of Directors.**
- B. Consider and act upon approval of the February 2022 WEDC Treasurer's Report.**

Board Action

A motion was made by Melisa Whitehead, seconded by Blake Brininstool, to approve the Consent Agenda as presented. A vote was taken, and the motion passed 4-0.

REGULAR AGENDA

- 1. Tabled from 2-17-2022**
Remove from table and consider

Consider and act upon a First Amendment to the Purchase and Sale Agreement between the WEDC and McClure Partners Construction Company.

Board Action

A motion was made by Melisa Whitehead, seconded by Blake Brininstool, to remove this item from Table. A vote was taken, and the motion passed 4-0.

Staff Comments

Staff discussed the Purchase and Sale Agreement between the WEDC and McClure Partners Construction Company that was approved by the Board on August 19, 2020. As detailed in the Agreement, completion of the water line relocation must be completed prior to closing. This First Amendment to the Purchase & Sale Agreement is directly tied to the timeline of the water line relocation project and provides a 12-month extension to the water line relocation deadline.

Board Comments

The Board discussed the March 31, 2023 relocation deadline written within the contract versus the anticipated completion date by NTMWD of December 31, 2022. Staff noted that the relocation deadline within the Agreement was extended 12-months from the previous contract deadline in order to line up cleanly with lease agreements from tenants. Staff discussed working with McClure Partners on the Planned Development and Preliminary Plat for this site.

Board Action

A motion was made by Gino Mulliqi, seconded by Blake Brininstool, to approve a First Amendment to the Purchase and Sale Agreement between the WEDC and McClure Partners Construction Company and further authorize WEDC President Dawkins to execute said agreement. A vote was taken, and the motion passed 4-0.

2. Consider and act upon a Residential Real Estate Agreement between the WEDC and Marlow Edward & Virginia Revocable Trust.

President Dawkins stepped out at 8:47 a.m. prior to consideration of Item 2 and filed a conflict of interest form with Staff.

Staff Comments

Staff discussed the South Ballard overlay and the acquisition of properties for future redevelopment and provided an overview of the Residential Real Estate Agreement for purchase of 305 S. Ballard.

Board Action

A motion was made by Melisa Whitehead, seconded by Blake Brininstool, to approve a Residential Real Estate Agreement between the WEDC and Marlow Edward & Virginia Revocable Trust and authorize the purchase of 305 S Ballard Avenue in the amount of \$183,000 and pay all closing costs, further authorizing the WEDC Board President to execute all documentation necessary to effectuate the transaction. A vote was taken, and the motion passed 3-0.

President Dawkins returned to the meeting at 8:50 a.m. following the vote on Item 2.

3. Consider and act upon issues surrounding the installation of the FM 544 water line extension.

Staff Comments

Staff discussed the contract that was awarded to CalHar Construction, Inc. for the water line extension that runs from Cooper, west down FM 544 and under the railroad tracks. As previously noted, underground fiber lines have been installed in the same location as the intended water line, resulting in a necessary Change Order and realignment of the bore location. Staff will be able to proceed with scheduling of flagging and completion of the project as soon as the permit is released by KCS.

Board Action

A motion was made by Blake Brininstool, seconded by Gino Mulliqi, to approve the Change Order with CalHar Construction, Inc. in the amount of \$31,555, and further authorize the Executive Director to execute any and all necessary documents. A vote was taken, and the motion passed 4-0.

4. Consider and act upon the purchase of a .476-acre lot owned by Union Pacific.

Staff Comments

Staff discussed the purchase of property at 401 N Keefer and the redevelopment of the property located in the Downtown Historic District. Redevelopment at this location would result in three separate lots, with one lot being dedicated back to the City of Wylie for right-of-way. Staff provided an overview of the Letter of Understanding between WEDC and Union Pacific.

Board Action

A motion was made by Gino Mulliqi, seconded by Melisa Whitehead, to approve the purchase of a .476-acre property owned by Union Pacific in the amount of \$80,862.60 and pay all closing costs, further authorizing the WEDC Board President to execute all documentation necessary to effectuate the transaction. A vote was taken, and the motion passed 4-0.

DISCUSSION ITEMS

DS1. Discussion regarding WEDC Bylaws and Board Member Handbook.

Staff Comments

Staff discussed examples of bylaws and handbook material provided from other Type A corporations. Staff discussed the timeline options for submitting any proposed amendments to Council for their approval.

Board Discussion

Board Member Whitehead expressed her desire that recommendations for potential amendments be collaborated on by the Board and provided to Staff. The Board discussed implementing a handbook to provide an onboarding tool for incoming board members regarding expectations and expanded code of conduct. The Board discussed the option of considering additional requirements for appointment to the Board. The Board discussed holding a Special Called Meeting to create a subcommittee to review and recommend any modifications to the existing bylaws.

DS2. Discussion regarding ICSC events.

Staff Comments

Staff noted the upcoming ICSC events, including ICSC Red River in March and ICSC Las Vegas in May. Since ICSC Red River is a local event, the cost is minimal and open to Board Members if they would like to attend.

Board Discussion

Board President Dawkins expressed willingness to attend ICSC Red River if Board Member support is needed and can attend with advance notice. Board Member Mulliqi expressed interest in attending on March 31st. Board Member Whitehead expressed willingness to attend either later on in the day on March 31st or April 1st. Mayor Porter expressed willingness to attend and will get with staff to determine which day is best. Board President Dawkins reiterated that, if space is an issue, staff can determine which board members are best suited for the meetings that are lined up and advise the board.

ICSC Las Vegas takes place May 22-24. Board President Dawkins stated that, while he had the opportunity to attend the last ICSC event, he is available to attend ICSC Las Vegas if needed. Board Member Mulliqi expressed interest in attending and Board Member Brininstool advised that he will look at his schedule to see if he is available. Board Member Gilchrist will be contacted to see if he is

available. If those individuals are unable to attend, staff will contact the other Board Members regarding attendance. The Board discussed potential opportunities for discussion at ICSC Las Vegas.

DS3. Staff report: WEDC Property Update, Downtown Parking, Engineering Report, Temporary Access Agreements, Upcoming Events, and WEDC Activities/Programs.

Staff Comments

Staff referred the Board to the Agenda Report provided in the packet for all updates related to WEDC-owned properties, engineering reports, temporary access agreements, upcoming events, and WEDC activities/programs.

EXECUTIVE SESSION

Recessed into Closed Session at 9:45 a.m. in compliance with Section 551.001, et. seq. Texas Government Code, to wit:

Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING.

ES1. Consider the sale or acquisition of properties located at Ballard/Brown, Brown/Eubanks, FM 544/Cooper, FM 544/Sanden, State Hwy 78/Alanis, State Hwy 78/Ballard, State Hwy 78/Birmingham, and State Hwy 78/Brown.

Sec. 551.087. DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS; CLOSED MEETING.

ES2. Deliberation regarding commercial or financial information that the WEDC has received from a business prospect and to discuss the offer of incentives for Projects: 2017-10a, 2020-11b, 2021-2d, 2021-4a, 2021-4b, 2021-5a, 2021-6a, 2021-6c, 2021-6e, 2021-7a, 2021-8a, 2021-9e, 2021-9f, 2021-11a, 2021-12a, 2021-12b, 2022-1a, 2022-2a, 2022-2b, 2022-2c, and 2022-3a.

RECONVENE INTO OPEN SESSION

Take any action as a result of the Executive Session.

President Demond Dawkins reconvened into Open Session at 10:39 a.m.

FUTURE AGENDA ITEMS

There were no Items requested for inclusion on future agendas.

ADJOURNMENT

With no further business, President Dawkins adjourned the WEDC Board meeting at 10:39 a.m.

Demond Dawkins, President

ATTEST:

Jason Greiner, Executive Director