

Minutes
Wylie Economic Development Corporation
Board of Directors Meeting
August 17, 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, Tim Gilchrist, and Blake Brininstool.

Ex-Officio Member Mayor Matthew Porter was present. Ex-Officio Member City Manager Brent Parker arrived at 8:38 a.m.

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

INVOCATION & PLEDGE OF ALLEGIANCE

President Dawkins gave the invocation and 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 July 20, 2022 Regular Meeting of the WEDC Board of Directors.**
- B. Consider and act upon approval of the July 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 5-0.

REGULAR AGENDA

- 1. Tabled on 7-20-22**
Remove from table and consider

Board Action

A motion was made by Gino Mulliqi, seconded by Melisa Whitehead, to remove this Item from table. A vote was taken, and the motion passed 5-0.

Consider and act upon issues surrounding the Election of Officers for the WEDC Board of Directors for 2022-2023.

Staff Comments

Staff noted that the Bylaws have not been updated at this time and that the attorney recommended an Amendment or series of Amendments that would more accurately reflect the desired Bylaw updates or changes requested by the Board. Staff then facilitated the open discussion for the Board to begin the process of electing officers. The Board discussed and questioned interest for different officer positions and the expectations for each position. President Dawkins reminded the Board that, due to his licensing and position, he cannot hold the title of Treasurer. The Board elected each officer by voting for each position starting from the top officer position going down.

Board Action

A motion was made by Tim Gilchrist, seconded by Melisa Whitehead, to elect Demond Dawkins as President. A vote was taken, and the motion passed 3-2 with Gino Mulliqi and Blake Brininstool voting against. A motion was made by Gino Mulliqi, seconded by Blake Brininstool, to elect Gino Mulliqi as Vice President. A vote was taken, and the motion was denied 2-3 with Demond Dawkins, Melisa Whitehead, and Tim Gilchrist voting against. A motion was made by Tim Gilchrist, seconded by Melisa Whitehead, to elect Melisa Whitehead as Vice President. A vote was taken, and the motion passed 3-2 with Gino Mulliqi and Blake Brininstool voting against. A motion was made by Tim Gilchrist, seconded by Melisa Whitehead, to elect Gino Mulliqi as Secretary. A vote was taken, and the motion passed 4-1 with Gino Mulliqi voting against. A motion was made by Blake Brininstool, seconded by Melisa Whitehead, to elect Tim Gilchrist as Treasurer. A vote was taken, and the motion passed 4-1 with Gino Mulliqi voting against.

2. **Tabled from 7-20-2022**

Remove from table and consider

Board Action

A motion was made by Gino Mulliqi, seconded by Melisa Whitehead, to remove this Item from table. A vote was taken, and the motion passed 5-0.

Consider and act upon the establishment of a Regular Meeting Date and Time for the WEDC Board of Directors for 2022-2023.

Staff Comments

The Board discussed and agreed that the current official set time at 7:30 a.m. works the best for Board member attendance. Both Ex-Officio Members Mayor Matthew Porter and City Manager Brent Parker confirmed that the 7:30 a.m. meeting time would not affect their ability to attend the WEDC Regular Board meetings.

Board Action

A motion was made by Gino Mulliqi, seconded by Blake Brininstool, to keep the current established regular meeting date and time currently set for the third Wednesday of each month at 7:30 a.m. for 2022-2023. A vote was taken, and the motion passed 5-0.

3. **Consider and act upon an Agreement for Professional Services between WEDC and Kimley-Horn and Associates, Inc.**

Staff Comments

Staff discussed that this approval expedites the next steps in the process of the FM 544 Gateway development and noted that the preliminary plat that had been previously drawn up has caused some issues and will need an engineer to assist. Staff noted that the original bid for Kimley-Horn is in the amount of \$73,000. However, approval of this Agreement may be made in the amount of \$53,000, as \$20,000 of hourly submittals is already accounted for in the engineering budget for FY 22-23. Staff confirmed that Kimley-Horn has already had preliminary meetings with the city and will be able to start work quickly.

Board Action

A motion was made by Gino Mulliqi, seconded by Tim Gilchrist, to approve an Agreement for Professional Services between WEDC and Kimley-Horn in the amount of \$53,000 and further authorize the Executive Director to execute any and all necessary documents. A vote was taken, and the motion passed 5-0.

4. **Consider and act upon issues surrounding the disposition of WEDC property located at 200 W. Brown.**

Staff Comments

Staff referred to the Agenda Report regarding the disposition of WEDC property located at 200 W. Brown. Staff noted that this demolition was not a budgeted expense but was added to the Budget Amendment.

Board Action

A motion was made by Tim Gilchrist, seconded by Blake Brininstool, to award a contract to Zachary Construction Services in the amount of \$10,000 and further authorize the Executive Director to execute any and all necessary documents. A vote was taken, and the motion passed 5-0.

5. **Consider and act upon FY 2021-2022 Budget Amendments.**

Staff Comments

Staff discussed the proposed FY 2021-2022 Budget Amendments which include the receipt of bank note proceeds from the Series 2022 Loan, principal and interest payments for the Series 2022 Loan, and land acquisition and engineering expenses previously authorized by the Board.

Board Action

A motion was made by Blake Brininstool, seconded by Melisa Whitehead, to approve the FY 2021-2022 Budget Amendments. A vote was taken, and the motion passed 5-0.

DISCUSSION ITEMS

- DS1. **Staff report: WEDC Property Update, Downtown Parking, Engineering Report, 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 property updates, downtown parking, engineering reports, upcoming events, and WEDC activities/programs. The Board inquired about road closures due to the water line relocation on State Hwy 78 & Brown. Staff clarified that one of the lanes might be impacted, but efforts will be made to accommodate businesses' schedules. The cost to haul off contaminated dirt from State Hwy 78 & Brown

will be confirmed by staff. Calendar invites will be sent out to Board members interested in attending the Sales Tax Workshop on September 16th and Manufacturing Day tours.

EXECUTIVE SESSION

Recessed into Closed Session at 9:38 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 1378/Parker, FM 544/Cooper, FM 544/Sanden, Jackson/Oak, State Hwy 78/Alanis, 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: 2020-11b, 2021-2d, 2021-4a, 2021-5a, 2021-6a, 2021-6c, 2021-8a, 2021-9a, 2021-9e, 2021-9f, 2021-11a, 2021-12a, 2021-12b, 2022-1a, 2022-7a, 2022-7b, and 2022-7c.

RECONVENE INTO OPEN SESSION

Take any action as a result of the Executive Session.

President Dawkins reconvened into Open Session at 10:53 a.m.

FUTURE AGENDA ITEMS

Board Member Gino Mulliqi requested adding a future agenda item to consider the addition of two more Board Members to serve as alternates. The alternates would attend meetings and fill in to vote for any Board Member that is not present to do so themselves.

ADJOURNMENT

With no further business, President Dawkins adjourned the WEDC Board meeting at 10:56 a.m.

Demond Dawkins, President

ATTEST:

Jason Greiner, Executive Director