

Minutes
Wylie Economic Development Corporation
Board of Directors Meeting
April 19, 2023 – 7:30 A.M.
WEDC Offices – Conference Room
250 S Hwy 78 – Wylie, TX 75098

CALL TO ORDER

Announce the presence of a Quorum

Vice President Melisa Whitehead called the meeting to order at 7:41 a.m. Board Members present were Gino Mulliqi, Blake Brininstool, and Aaron Jameson.

Ex-Officio Member Mayor Matthew Porter was present.

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

Angel Wygant gave the invocation and led the Pledge of Allegiance.

COMMENTS ON NON-AGENDA ITEMS

Staff recognized this as the last official WEDC Board meeting for Gino Mulliqi. Staff and Board Members thanked Board Member Mulliqi for his commitment to the WEDC and the community. He expressed his appreciation to staff for their hard work and acknowledged the Board for the work that they have been able to accomplish in the past five years.

With no citizen participation or additional comments, Vice President Melisa Whitehead 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 March 22, 2023 Regular Meeting, April 3, 2023 Special Called Meeting, and the April 11, 2023 Special Called Meeting of the WEDC Board of Directors.**
- B. Consider and act upon approval of the March 2023 WEDC Treasurer's Report.**

Board Action

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

REGULAR AGENDA

1. Consider and act upon issues surrounding the disposition of WEDC property located at 605 Commerce and 908 Kirby.

Staff Comments

Staff discussed the next stages of development for the FM 544 Gateway project, which requires demolition of the buildings at 605 Commerce/908 Kirby and removal of trees at 908 Kirby. Demolition is a budgeted item; however, tree removal was not originally accounted for in cost estimation. Staff indicated that the dollar amount in the proposed motion would account for both demolition and tree removal.

Board Action

A motion was made by Blake Brininstool, seconded by Aaron Jameson, to award a contract to Intercon Demolition in the amount of \$170,000 and further authorize the Executive Director to execute any and all necessary documents. A vote was taken, and the motion passed 4-0.

2. Consider and act upon drainage improvements at Regency Business Park.

Staff Comments

Staff noted issues with drainage at Regency Business Park and the need for grading improvements in order to re-grade ditches and clean silt/debris out of culverts. Once these improvements are completed, a survey of Regency Business Park can proceed. Staff recommended that this item be tabled until the updated cost estimates are received for the project. The Board further discussed similar improvements that have been made before and simply agreed that the EDC director should proceed with the project if the amount does not exceed \$35,000.

Board Action

A motion was made by Gino Mulliqi to approve the WEDC Executive Director to enter into a contract with Kimley Horn in regard to the Regency Business Park drainage improvements and to execute all necessary documents in an amount not to exceed \$35,000. Melisa Whitehead made a motion, affirmed by Gino Mulliqi and seconded by Blake Brininstool, to amend, strike out Kimley Horn from the motion, and approve the amended motion. A vote was taken, and the motion passed 4-0.

Board President Demond Dawkins arrived during discussion of Item 3 at 7:57 a.m.

3. Consider and act upon issues surrounding a Market Analysis/Feasibility Study.

Staff Comments

Staff discussed the City's 19 AC site on FM 544 and previous evaluations of development strategies that have been considered over the last 10 years. Staff reviewed the option to hire an outside/independent firm to evaluate future development options and provide actionable market insights and recommendations based on a comprehensive market study. This study would need to take into consideration the expectations and input from the WEDC Board, City Council, and citizens concerning what they would like to see developed there. Staff recommended that this item be tabled for further discussion and direction from City Council until Staff has received cost estimations for a market analysis/feasibility study.

Board Action

A motion was made by Blake Brininstool, seconded by Melisa Whitehead, to table this item. A vote was taken, and the motion passed 5-0.

DISCUSSION ITEMS

DS1. Discuss issues surrounding the FY 2023-2024 WEDC Budget.

Staff Comments

Staff provided an overview of the FY 2023-2024 budget cycle, noting that there are two WEDC Board Meetings scheduled before the Budget Work Session with City Council on July 11, 2023. Staff noted that any Board Members wishing to meet to provide input and discuss budget details in more depth are free to do so. Board Members Aaron Jameson, Melisa Whitehead, and Blake Brininstool expressed interest in meeting for additional budget detail conversations. Staff then discussed the request that the City of Wylie, Wylie Chamber of Commerce, and the WEDC are exploring to create an event coordinator position. This position would work directly between all three entities by integrating marketing and communication efforts. The Board inquired if this would be a full-time budgeted staff member for WEDC and who would manage that employee. Staff confirmed that it is being considered because of the work that the WEDC does with all the entities involved, but this would still be subject to City Council approval. The Board requested that Staff bring back numbers showing how a new event coordinator position and a new WEDC staff member would impact the budget and the WEDC.

DS2. Discussion regarding ICSC events.

Staff Comments

Staff noted that Retail Coach and Retail Strategies hold webinars each year for those individuals who are preparing for an ICSC event to provide information about ICSC and event expectations. ICSC Las Vegas is now only a two-day event, with one day for networking. Mayor Porter requested a list of the retailers that the WEDC is working with currently. The Board requested to be provided with a list, similar to the folder provided from last year's ICSC event, of who the targets are and what land is available. Mayor Porter mentioned finding end users and having generic space plans laid out for available properties to be developed. Staff mentioned ICSC Red River in Dallas and the Retail Live event in Austin for Board Members to rotate their attendance throughout the year.

DS3. Discussion regarding WEDC Bylaws.

Staff Comments

Staff provided an update to the Board regarding the April 11th City Council meeting to review the proposed Bylaw amendments. Staff discussed the creation of the WEDC to serve in a capacity that city government is unable to and what distinguishes the WEDC from the City of Wylie. Staff and the Board discussed a variety of questions that were brought up at the City Council Meeting including governance, who has authority over the Executive Director, who the WEDC staff reports to, WEDC staff status as employees of the City of Wylie, a standard of ethics, and Board Member term limits. Staff discussed a joint meeting with the attorney between City Council and the WEDC Board to discuss where things are currently, legal requirements, any necessary changes, and what the Board and the Council want to see. Mayor Porter discussed conducting the joint meeting in June once new City Council Members/WEDC Board Members are in place to review with the attorney and discuss the creation of an agreement between both entities to answer and address all questions. Staff and the Board discussed previous review of these same issues, the function of a Type A Economic Development Corporation, and the need for final clarification of these matters.

DS4. Staff report: WEDC Property Update, Temporary Access Agreements, 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 the WEDC Property Update, Temporary Access Agreements, Downtown Parking, Engineering Report, Upcoming Events, and WEDC Activities/Programs. Regarding drainage for the 544 Gateway Project, Staff will provide drainage calculation and site plan information when it is available.

EXECUTIVE SESSION

Recessed into Closed Session at 9:26 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, FM 1378/Parker, Jackson/Oak, Regency/Steel, State Hwy 78/Alanis, State Hwy 78/Ballard, 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: 2021-2d, 2021-5a, 2021-6a, 2021-6c, 2021-8a, 2021-9b, 2021-9f, 2022-1b, 2022-1c, 2022-7b, 2022-10d, 2023-1a, 2023-1b, 2023-1c, 2023-1d, 2023-2d, 2023-3a, 2023-3b, 2023-4a.

Board Member Blake Brininstool left at 10:05 a.m.

RECONVENE INTO OPEN SESSION

Take any action as a result of the Executive Session.

President Dawkins reconvened into Open Session at 10:07 a.m. and the Board took the following actions:

Board Action

A motion was made by Melisa Whitehead, seconded by Aaron Jameson, to authorize the Wylie EDC to enter into a Performance Agreement with Dank Real Estate and/or Deanan Popcorn in an amount not to exceed \$30,000.

The incentive will be paid out in two (2) payments:

- Incentive #1, upon proof of infrastructure investment and installation, building inspectors approval and proof of 1 new job by 10/2/23, the company is entitled to receive 50% of the total incentive.
- Incentive #2, upon proof of infrastructure investment and installation, building inspector approval and proof of 3 new jobs by 10/1/24, the company is entitled to receive 50% of the total incentive.

A vote was taken, and the motion passed 4-0.

Board Action

A motion was made by Aaron Jameson, seconded by Gino Mulliqi, to authorize the Wylie EDC to enter into a Performance Agreement with JOLT Printing & Embroidery in an amount not to exceed \$7,000.

The Incentive will be paid out in one (1) payment:

- Incentive #1, upon proof of CO, proof of employment, and proof of relocation costs, the company will receive a reimbursement incentive in the amount of \$7,000.

A vote was taken, and the motion passed 4-0.

Board Action

A motion was made by Gino Mulliqi, seconded by Melisa Whitehead, to authorize the sale of Lot 2, Block A, 544 Gateway Addition, a 1.565-acre lot located on West Kirby Street in the amount of \$1,295,256.60 further authorizing the WEDC Board President and/or his designee to execute all documentation necessary to effectuate the transaction. A vote was taken, and the motion passed 4-0.

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 10:10 a.m.

Demond Dawkins, President

ATTEST:

Jason Greiner, Executive Director