

**Minutes**  
**Wylie Economic Development Corporation**  
**Board of Directors Meeting**  
June 15, 2022 – 8:30 A.M.  
WEDC Offices – Conference Room  
250 S Hwy 78 – Wylie, TX 75098

**CALL TO ORDER**

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*Announce the presence of a Quorum*

President Demond Dawkins called the meeting to order at 8:32 a.m. Board Members present were Melisa Whitehead, Gino Mulliqi, Tim Gilchrist, and Blake Brininstool.

Ex-Officio Members Mayor Matthew Porter and City Manager Brent Parker were present.

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

**INVOCATION & PLEDGE OF ALLEGIANCE**

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

**COMMENTS ON NON-AGENDA ITEMS**

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

**CONSENT AGENDA**

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*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 May 20, 2022 Regular Meeting of the WEDC Board of Directors.**
- B. Consider and act upon approval of the May 2022 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 5-0.

**REGULAR AGENDA**

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- 1. Consider and act upon a Second Amendment to the Letter of Understanding between WEDC and Union Pacific.**

**Staff Comments**

Staff discussed the Letter of Understanding (LOU) between Union Pacific and the WEDC for the purchase of the .476-acre lot adjacent to 401 N. Keefer. The Board approved the First Amendment to the LOU on April 22, 2022. Union Pacific is requesting an additional extension to the LOU in order to allow more time to get the deed finalized by their legal department. The Second Amendment to the LOU amends the closing date from May 30, 2022 to July 30, 2022. Staff anticipates closing on the property on or before July 29, 2022.

**Board Action**

A motion was made by Tim Gilchrist, seconded by Melisa Whitehead, to approve a Second Amendment to the Letter of Understanding between the WEDC and Union Pacific for the purchase of a .476-acre

property and further authorizing the WEDC Executive Director to execute the amendment. A vote was taken, and the motion passed 5-0.

**2. Consider and act upon issues surrounding the flood study at State Hwy 78/Alanis.**

**Staff Comments**

Staff discussed the flood study at State Hwy 78/Alanis conducted by Kimley-Horn and Associates, Inc. Staff reviewed the findings of the flood study and noted that the previously approved tasks 1-4 and 6-7 of the Professional Services Agreement were near completion. Subject to Board approval, the next phase of the study will include tasks 5, 8, and 9 of the Professional Services Agreement. Approval of these tasks will allow Kimley- Horn to submit/permit the plans and flood plain analysis report with the City and submit the LOMR to the City and FEMA for review and approval. Staff noted that this agreement does not include the FEMA LOMR fee of \$8,000, but the amount is accounted for in the Motion for Board approval.

**Board Action**

A motion was made by Gino Mulliqi, seconded by Blake Brininstool, to award the remainder of the contract to Kimley-Horn and Associates, Inc. in the amount of \$75,500 and further authorize the Executive Director to execute any and all necessary documents. A vote was taken, and the motion passed 5-0.

**3. Consider and act upon the award of bid for the sanitary sewer project at State Hwy 78/Alanis to Kimley-Horn and Associates, Inc.**

**Staff Comments**

Staff discussed potential infrastructure improvements to help attract light industrial development to the area near State Hwy 78/Alanis. Staff reviewed a Professional Services Agreement with Kimley-Horn and Associates, Inc. for design of a sanitary sewer connection from the existing trunk line in Muddy Creek to the WEDC property at this location. This project requires a permanent easement and temporary construction easement for sanitary sewer across the Woodbridge Golf Club property, with future installation unlocking development of this site. The Board discussed the importance of communicating with neighboring residents to inform them of any future sanitary sewer line installation.

**Board Action**

A motion was made by Blake Brininstool, seconded by Tim Gilchrist, to award a contract to Kimley-Horn and Associates, Inc. in the amount of \$20,500 and further authorize the Executive Director to execute any and all necessary documents. A vote was taken, and the motion passed 5-0.

**DISCUSSION ITEMS**

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**DS1. Discussion regarding ICSC events.**

**Staff Comments**

Staff and the Board discussed a general overview of the ICSC Las Vegas event that took place May 22-24. There was estimated to be approximately 20,000 people in attendance. The board discussed the opportunity to market directly with end users to gain a greater understanding of what areas of our community meet the site selection criteria for development. The Board highlighted the importance of conveying the vision of the community as it relates to any future development. Additional discussion regarding potential projects will be reviewed during Executive Session.

**DS2. Discussion regarding Tax Increment Reinvestment Zones.**

**Staff Comments**

Staff discussed the potential implementation of two or three Tax Increment Reinvestment Zones (TIRZs). City Council will be considering this item during upcoming budget discussions and staff has designated funding for this economic development function within the proposed FY 22-23 budget for the Board's review. After further discussion, staff will bring updated numbers to reflect funding for three TIRZs within FY 22-23.

President Dawkins moved to DS4. Item DS3 will be considered after Executive Session for discussion purposes.

**DS4. 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-owned properties, downtown parking, engineering reports, upcoming events, and WEDC activities/programs.

**EXECUTIVE SESSION**

Recessed into Closed Session at 9:29 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, State Hwy 78/Alanis, State Hwy 78/Ballard, State Hwy 78/Birmingham, and State Hwy 78/Brown.**

**Sec. 551.074. PERSONNEL MATTERS; CLOSED MEETING.**

**ES2. Evaluation of WEDC Staff.**

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

**ES3. 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, 2021-7a, 2021-8a, 2021-9e, 2021-9f, 2021 9g, 2021-11a, 2021-12a, 2021-12b, 2022-6a, 2022-6b, and 2022-6c.**

**RECONVENE INTO OPEN SESSION**

*Take any action as a result of the Executive Session.*

President Dawkins reconvened into Open Session at 10:48 a.m. and moved back to item DS3.

**DS3. Discuss issues surrounding the FY 2022-2023 WEDC Budget.**

**Staff Comments**

Staff referenced the FY 22-23 working budget, noting that final numbers for personnel and infrastructure will be finalized next month. Additionally, considerations made during the Executive Session will be incorporated into the final FY 22-23 budget. Staff discussed the current budget and remaining FY expenses in order to calculate the ending cash balance. Staff reviewed the anticipated expenditures for

FY 22-23. Staff noted that expenses previously allocated to Capital Outlay / Infrastructure are now being accounted for within the Special Services account. This request was initiated by the City of Wylie Finance department as they do not consider the infrastructure projects to be capital assets to the organization. As a result, funds previously allocated to Capital Outlay have been moved to Special Services. Staff has requested subaccounts within Special Services to better identify the expenses associated with real estate or infrastructure. Staff projects a beginning fund balance of \$886,357 for FY 22-23 and will bring a final budget to the Board on July 20, 2022.

**FUTURE AGENDA ITEMS**

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There were no Items requested for inclusion on future agendas.

**ADJOURNMENT**

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With no further business, President Dawkins adjourned the WEDC Board meeting at 7:57 a.m.

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**Demond Dawkins, President**

**ATTEST:**

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**Jason Greiner, Executive Director**