

**Minutes**  
**Wylie Economic Development Corporation**  
**Board of Directors Regular Meeting**

July 17, 2024 – 7:30 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 Melisa Whitehead called the meeting to order at 7:31 a.m. Board Members present were Blake Brininstool, Whitney McDougall, and Harold Smith.

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

WEDC staff present included Executive Director Jason Greiner, Assistant Director Rachael Hermes, BRE Director Angel Wygant, Administrative Assistant Marissa Butts, Office Manager Christy Stewart and Marketing & Communications Coordinator 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 Whitehead 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 June 19, 2024, Regular Meeting of the WEDC Board of Directors.**
- B. Consider and act upon approval of the June 2024 WEDC Treasurer’s Report.**

**Board Action**

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

**REGULAR AGENDA**

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- 1. Consider and act upon the approval of the FY 2024-2025 WEDC Budget.**

**Staff Comments**

Staff provided an overview of the FY 2024-2025 WEDC Budget to the Board and noted that the same will be presented to the City Council on 7/23/24. Staff highlighted estimates of \$17.5 MM in available resources including an \$8.3 MM beginning fund balance. Sales tax revenue is estimated to be \$4.9 MM, which is a 10% increase. Staff anticipates \$4.1 MM in revenue from the sale of EDC

properties. Personnel Services expenses are up from \$629,900 to \$666,499. Incentives are down from \$1.9MM to \$1.7MM. Debt services will remain the same at \$1.2 MM, due to not being able to pay down the principal on the loans for the first 5 years. Special Services/Misc is up from \$37k to \$87k due to contractual services. Special Services/Real Estate is down from \$234k to \$71k due to the completion of demolition projects in FY24. Special Services/Infrastructure is down from \$10.3MM to \$9MM. Travel and Training is up from \$73k to \$95k due to Wylie Days in Austin and additional training for the new staff members. Dues and Subscriptions are up from \$60k to \$91k due to new technology and data/analysis tools. Audit and Legal is up \$30k due to increased legal fees, with staff noting that the proposed budgeted amount is now back to the amount budgeted in previous years. Engineering Services is up from \$530k to \$855k, \$300k of which includes civil design for the City's 19 acres on FM 544. Staff estimates a FY25 ending fund balance of \$2.3 MM.

## **DISCUSSION ITEMS**

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### **DS1. 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 WEDC Property Update, Temporary Access Agreements, Downtown Parking, Engineering Report, Upcoming Events, and WEDC Activities/Programs. Regarding property updates, Staff noted that 104 S Ballard was demolished on July 12<sup>th</sup> and staff will be working with the City to ensure that the lot will be irrigated and well-kept, as it will be connected to the city park for now. Several leads for this property have already been received due to the EDC's efforts to redevelop this site and will be presented to the Board as they develop. Staff and the Board reviewed availability and participation in upcoming events.

## **EXECUTIVE SESSION**

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Recessed into Closed Session at 8:00 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 Brown/Eubanks, FM 544/Cooper, FM 544/Sanden, Jackson/Oak, Regency/Steel, and State Hwy 78/Brown.**

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

### **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: 2022-1c, 2022-10c, 2023-1c, 2023-2d, 2023-5c, 2023-9b, 2023-11b, 2024-1c, 2024-2d, 2024-4c, 2024-4e, and 2024-5a.**

## **RECONVENE INTO OPEN SESSION**

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

President Whitehead reconvened into Open Session at 8:45 a.m. and then moved to consider and take action on Regular Agenda Item 1.

**1. Consider and act upon the approval of the FY 2024-2025 WEDC Budget.**

**Board Action**

A motion was made by Blake Brininstool, seconded by Whitney McDougall, to approve the FY 2024-2025 WEDC Budget. A vote was taken, and the motion passed 4-0.

**FUTURE AGENDA ITEMS**

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The Board requested that discussion regarding a Board Retreat be added to a future WEDC Board Meeting.

**ADJOURNMENT**

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With no further business, President Whitehead adjourned the WEDC Board meeting at 8:46 a.m.

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**Melisa Whitehead, President**

**ATTEST:**

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**Jason Greiner, Executive Director**