

Minutes
Wylie Economic Development Corporation
Board of Directors Meeting
January 19, 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 8:30 a.m. Board Members present were Melisa Whitehead and Gino Mulliqi.

Ex-Officio Members Interim City Manager Brent Parker arrived at 8:47 a.m. and Mayor Matthew Porter arrived at 8:49 a.m.

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

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 January 6, 2022 Regular Meeting of the WEDC Board of Directors.**
- B. Consider and act upon approval of the December 2021 WEDC Treasurer's Report.**

Staff Comments

Staff recommended that the Board pull Item B from the Consent Agenda to provide additional detail.

Board Action

A motion was made by Gino Mulliqi, seconded by Melisa Whitehead, to approve Item A of the Consent Agenda as presented. A vote was taken, and the motion passed 3-0.

REGULAR AGENDA

- B. Consider and act upon approval of the December 2021 WEDC Treasurer's Report.**

Staff Comments

Staff discussed the December 2021 WEDC Treasurer's Report and noted the receipts of loan proceeds and subsequent budget amendments within the Report.

Board Action

A motion was made by Gino Mulliqi, seconded by Melisa Whitehead, to approve Item B as presented. A vote was taken, and the motion passed 3-0.

1. **Tabled on 1-6-22**
Remove from table and consider

Board Action

A motion was made by Melisa Whitehead, seconded by Gino Mulliqi, to remove this Item from table. A vote was taken, and the motion passed 3-0.

Consider and act upon a Performance Agreement between the WEDC and Fuel City Wylie, LLC.

Staff Comments

Staff reviewed Project 2021-4a, noting that Fuel City plans to invest \$10,000,000 on the project which is anticipated to be completed by March 31, 2023. Infrastructure included in the project will help unlock adjacent sites and includes two TxDOT deceleration lanes, public improvements, fire lanes, access drives connecting the two properties, and installation of underground stormwater catchment systems. The proposed Performance Agreement outlines a \$500,000 infrastructure reimbursement incentive that will offset some of the costs associated with these improvements. The Economic Impact Analysis (EIA) indicates that this project will generate an estimated \$1.9MM in overall tax revenue for the City of Wylie over the next 10 years. For every \$1 that the WEDC invests, this developer is investing \$3.80 in our community. Additional estimates of tax revenue generated includes \$144,048 for Collin County, \$392,271 for WISD, and \$67,813 for Collin College over the next 10 years. The Board discussed the status of the approval process with the City of Wylie as it relates to Eubanks Ln. and the estimated timeframe for completion.

Board Action

A motion was made by Gino Mulliqi, seconded by Melisa Whitehead, to approve a Performance Agreement between the WEDC and Fuel City Wylie, LLC providing for a maximum infrastructure reimbursement incentive of \$500,000 and further authorizing the WEDC Executive Director to execute said Agreement. A vote was taken, and the motion passed 3-0.

2. **Tabled on 1-6-22**
Remove from table and consider

Board Action

A motion was made by Melisa Whitehead, seconded by Gino Mulliqi, to remove this Item from table. A vote was taken, and the motion passed 3-0.

Consider and act upon issues surrounding tree removal at Hwy 78/Brown.

Staff Comments

Staff discussed the upcoming bid opening for the NTMWD waterline relocation project and discussed the option to include tree removal in the scope of that project versus proactively removing the trees in advance.

Board Action

A motion was made by Gino Mulliqi, seconded by Melisa Whitehead, to award a contract to Eubanks Sand & Gravel in the amount of \$49,800 and further authorize the Executive Director to execute any and all necessary documents. A vote was taken, and the motion passed 3-0.

3. **Tabled on 1-6-22**
Remove from table and consider

Consider and act upon the award of bid for the flood study at Hooper/Steel to Cardinal Strategies Engineering Services, LLC.

Board Action

A motion was made by Melisa Whitehead, seconded by Gino Mulliqi, to remove this Item from table. A vote was taken, and the motion passed 3-0.

The Board opted to consider Item 3 after Executive Session. President Dawkins moved to Item 4.

4. **Consider and act upon issues surrounding the 2021 WEDC Annual Report.**

Staff Comments

Staff presented the proposed 2021 WEDC Annual Report to the Board. As per the WEDC Bylaws, the WEDC must present an annual report to the Wylie City Council no later than January 31st of each year. The report must include, but is not limited to, a review of expenditures made by the Board, a review of accomplishments, and a review of other than direct economic development. Staff noted the tight timeline of filing the WEDC Annual Report prior to the filing of the City of Wylie ACFR and discussed consideration of a bylaw revision to closer tie the WEDC Annual Report with the Comptroller's Report timeline to ensure that final numbers from the auditors are available at the time of presentation to the Board. Staff discussed the full Annual Report as provided within the board packet for the Board's review and approval. Staff noted the need for a minor adjustment to the final claim on cash but believes the report presented meets the intent of the requirements of the Bylaws with the final report being presented to the Wylie City Council on January 25, 2022. The Board discussed the 2022 Goals and Objectives, the potential of growing Small Business Week, an upcoming Joint Work Session with City Council, and the ongoing Board review of WEDC Bylaws.

Board Action

A motion was made by Gino Mulliqi, seconded by Melisa Whitehead, to approve the 2021 WEDC Annual Report with minor final adjustments and presentation of the same to the Wylie City Council for their review. A vote was taken, and the motion passed 3-0.

DISCUSSION ITEMS

- DS1. Discussion regarding WEDC Bylaws and Board Member Handbook.**

Board Action

A motion was made by Gino Mulliqi, seconded by Melisa Whitehead, to table this Item until the next WEDC Board Meeting to allow for full Board participation. A vote was taken, and the motion passed 3-0.

- DS2. Staff report: WEDC Property Update, Downtown Parking, Engineering Report, Upcoming Events, and WEDC Activities/Programs.**

Staff highlighted that the zoning change on Keefer will be reviewed at the end of January and work toward demolition and tree removal at State Hwy 78/Brown will be ongoing. The demolition at 103 S Ballard will be coordinated with the neighboring properties to mitigate any potential interruptions.

Staff provided project updates, with Mayor Porter stepping out of the meeting at 9:34 a.m. and filing a conflict of interest form with staff. Staff noted that DW Wylie had incurred unanticipated expenses with their project and may seek additional assistance. The Board did not have interest in providing additional assistance with the project.

Mayor Porter returned to the meeting at 9:36 a.m. Staff discussed the water line relocation project on FM 544 and a potential issue with the location of the boring in relation to the creek, noting that an option to shift the bore line by ten feet might resolve the issue. Staff will follow up with KCS to inquire about the implications of a potential shift to the bore line and will keep the Board informed.

Staff reviewed participation at ICSC and planned to further discuss the event at the next meeting when all Board Members are present. The Board highlighted the significance of meeting face-to-face with those in the industry and seeing the resources that are available at the conference and through the work of Retail Coach. Staff discussed upcoming events on the Marketing Calendar and the inclusion of the quarterly Inventory Subledger and Discover Wylie report.

EXECUTIVE SESSION

Recessed into Closed Session at 9:55 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, State Hwy 78/Ballard, State Hwy 78/Birmingham, State Hwy 78/Brown, and State Hwy 78/Cooper.

Sec. 551.074. PERSONNEL MATTERS; CLOSED MEETING.

ES2. Evaluation of WEDC Executive Director.

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, 2021-4a, 2021-4b, 2021-5d, 2021-6a, 2021-6c, 2021-8a, 2021-9b, 2021-9e, 2021-9f, 2021-11a, and 2021-11b.

RECONVENE INTO OPEN SESSION

Take any action as a result of the Executive Session.

President Demond Dawkins reconvened into Open Session at 10:57 a.m. and moved to consideration of Item 3.

- 3. Consider and act upon the award of bid for the flood study at Hooper/Steel to Cardinal Strategies Engineering Services, LLC.**

Board Action

A motion was made by Gino Mulliqi, seconded by Melisa Whitehead, to award a contract to Cardinal Strategies in the amount of \$38,300 and further authorizing the Executive Director to execute any and all necessary documents. A vote was taken, and the motion passed 3-0.

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 10:57 a.m.

Demond Dawkins, President

ATTEST:

Jason Greiner, Executive Director