

Minutes
Wylie Economic Development Corporation
Board of Directors Meeting
January 20, 2021 – 8:30 A.M.
300 Country Club Road, Building #100
Wylie, TX 75098

CALL TO ORDER

Announce the presence of a Quorum

President Demond Dawkins called the regular meeting to order at 8:30 a.m. Board Members present were John Yeager, Melisa Whitehead, and Gino Mulliqi. Board Member Tim Gilchrist was absent.

Ex-Officio Member Mayor Matthew Porter arrived at 8:32 a.m. and City Manager Chris Holsted was present at the call to order.

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

INVOCATION & PLEDGE OF ALLEGIANCE

Board Member Whitehead gave the invocation and led the Pledge of Allegiance.

CITIZEN PARTICIPATION

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 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 the January 7, 2021 Minutes of the WEDC Board of Directors Meeting.**
- B. **Consider and act upon approval of the December 2020 WEDC Treasurer's Report.**

Board Action

A motion was made by John Yeager, seconded by Melisa Whitehead, to approve the Consent Agenda as presented. A vote was taken, and the motion passed 4-0.

ACTION ITEMS

- 1. **Consider and act upon issues surrounding 2020 WEDC Annual Report.**

Staff Comments

Staff discussed the 2020 WEDC Annual Report and the annual report provided to the Texas Comptroller's Office, noting that some revenues and expenses are categorized differently per the requirements of the Comptroller's Report versus what is typically seen in the monthly Treasurer's Reports. For example, the Comptroller's Office requires that expenses within Special Services be distributed into categories for reporting purposes and revenues related to the sale of assets are

reported showing full purchase price versus the accrual-based accounting method of reporting with Gain/Loss Sale of Capital Asset in the Treasurer's Reports.

Staff discussed the full Annual Report as provided within the board packet for the Board's review and approval. 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 need for a couple of minor changes to wording within the document but believes the Report presented meets the intent of the requirements of the Bylaws with the same being presented to the Wylie City Council on January 26, 2021.

Board Action

A motion was made by Gino Mulliqi, seconded by John Yeager, to approve the 2020 WEDC Annual Report with minor changes and present the same to the Wylie City Council for their review. A vote was taken, and the motion passed 4-0.

2. Consider and act upon a Commercial Lease Agreement for office space at 250 South Hwy 78.

Staff Comments

Staff discussed the need to consider lease renewal of the current Wylie EDC office space, noting that the current lease amount of \$2,250 had been negotiated for an additional 5 years. Staff noted that the lease had been renewed two previous times, both for 5-year extensions.

The Board discussed various options including co-locating with the Wylie Chamber of Commerce to take advantage of synergies between the missions of the organizations; relocating to City of Wylie office space; or pursuing new office space in the downtown area to preserve autonomy from the city and stay in close proximity to the business community.

Board Action

A motion was made by Gino Mulliqi, seconded by Melisa Whitehead, to exercise a 12-month extension of a Commercial Lease between the WEDC and Wylie Industrial Court Development, Ltd. for the lease of office space at 250 S. Highway 78, Wylie, Texas in an amount not to exceed \$2,500 per month. A vote was taken, and the motion passed 4-0.

DISCUSSION ITEMS

3. Discuss issues surrounding citizen comment at WEDC Board Meetings.

Staff provided the Board with information regarding the procedure for allowing citizen comment, noting that City Council had passed Ordinance 2019-29 which further addresses rule of procedure for public comment. The Board discussed maintaining consistency with City Council in this regard. Mayor Porter added that City Council allows for discussion at the beginning of the meeting for non-agenda items and an opportunity to speak regarding each item throughout the meeting. Staff noted that any comments or concerns received via email would be sent to the Board in full transparency.

4. Staff report: WEDC Property Update, Engineering Report, Upcoming Events, Future Agenda Items, and WEDC Activities/Programs.

Staff noted the inclusion of "Future Agenda Items" within the staff report discussion and discussed the option to include it as a standalone item on future agendas.

Sales tax revenues allocated in December for the October filing period were up 3.85% for the month. Revenues allocated in January for the September filing period are up 20% over the previous FY.

Staff discussed updates to the marketing calendar, noting the addition of the Retail Coach presentation to City Council on 2/23, a “PPP and EIDL Explained” presentation sponsored in part by the WEDC on 1/21 (with a possible follow-up session with CPA’s), and TEDC Basic from 3/22-3/26.

Staff noted the inclusion of the quarterly Inventory Subledger report and the Regional Housing Permit summary for the Board’s review. Staff and the Board discussed the opportunity for Retail Coach to integrate with downtown businesses and share information that might be beneficial to them. Staff discussed overall community marketing and the use of technology to promote downtown businesses and events.

EXECUTIVE SESSION

Recessed into Closed Session at 9:42 a.m. in compliance with Section 551.001, et. seq. Texas Government Code, to wit:

Section 551.072 (Real Estate) of the Local Government Code, Vernon’s Texas Code Annotated (Open Meetings Act). Consider the sale or acquisition of properties located at:

- State Highway 78 & Alanis
- State Highway 78 & Birmingham
- State Highway 78 & Brown
- FM 544 & Cooper
- Regency & Steel

Section 551.074 (Personnel Matters) of the Local Government Code, Vernon’s Texas Code Annotated (Open Meetings Act).

- Evaluation of WEDC Executive Director

Section 551.087 (Economic Development) of the Local Government Code, Vernon’s Texas Code Annotated (Open Meetings Act). Deliberation regarding commercial or financial information that the WEDC has received from a business prospect and to discuss the offer of incentives for projects:

- 2018-8c
- 2018-9b
- 2018-9c
- 2020-7a
- 2020-11b
- 2020-12a
- 2021-1a
- 2021-1b
- 2021-1c
- 2021-1d
- 2021-1e

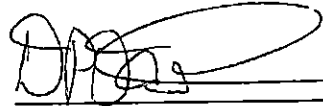
RECONVENE INTO OPEN MEETING

Take any action as a result from Executive Session.

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

ADJOURNMENT

With no further business, President Dawkins adjourned the WEDC Board meeting at 10:53 a.m.



Demond Dawkins, President

ATTEST:



Jason Greiner, Executive Director