

Minutes
Wylie Economic Development Corporation
Board of Directors Meeting
September 20, 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

President Demond Dawkins called the meeting to order at 7:30 a.m. Board Members present were Melisa Whitehead, Blake Brininstool, and Whitney McDougall.

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 Marketing & Communications Coordinator Will Kelly.

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 August 16, 2023 Regular Meeting of the WEDC Board of Directors.**
- B. **Consider and act upon approval of the August 2023 WEDC Treasurer's Report.**

Board Action

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

Board Member Aaron Jameson arrived at 7:32 a.m. prior to consideration of Item 1.

REGULAR AGENDA

- 1. **Consider and act upon issues surrounding the FM 544 Corridor Survey.**

Staff Comments

As part of the ongoing work toward site-readiness of developable acreage throughout the city, Kimley-Horn has provided an Individual Project Order (IPO) for professional civil engineering

services and a survey (through a subconsultant) to provide topographic survey of approximately 51 acres of property located at the northeast corner of Westgate Way and FM 544. The survey will also include data for the overpass for each of the railroad crossings and over the creek. Staff noted that this survey will also cover \$25,000 of a future \$200,000 flood study on the City of Wylie's 19-acre property.

Board Action

A motion was made by Blake Brininstool, seconded by Whitney McDougall, to award the contract to Kimley-Horn and Associates, Inc. in the amount of \$55,500 and further authorize the Executive Director to execute any and all necessary documents. A vote was taken, and the motion passed 5-0.

2. Consider and act upon the Amended and Restated Performance Agreement between the WEDC and Firewater Investments, LLC.

Staff Comments

Staff reminded the Board that the WEDC approved a Performance Agreement with Firewater Investments, LLC, and FWIRE, LLC (Project 2021-6a) in an amount not to exceed \$300,000 on June 21, 2023. Since then, Herman Marshall has utilized their distillery location for production and utilized their downtown location as the tasting room and primary location for the administrative functions of their business. As a result of establishing their downtown location as their home address, the Amended and Restated Performance Agreement properly accounts for both locations and allows some additional flexibility regarding reporting standards at more than one facility. Staff confirmed that both locations are located within city limits and, although they could still meet the current terms of the agreement, the amendment accounts for and requires that both locations be operational for 12 months from the facility completion date to qualify for year two assistance.

Board Action

A motion was made by Aaron Jameson, seconded by Melisa Whitehead, to approve the Amended and Restated Performance Agreement between the WEDC and Firewater Investments, LLC, 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

DS1. Discussion regarding WEDC Board Retreat.

Staff Comments

Staff brought back the discussion regarding a Board Retreat to give Board Members the opportunity to choose a potential date on either November 6th or November 13th. A Board retreat will allow Board Members to see the WEDC-owned properties in person, view current and future developments, and review the Board's vision for economic development. Further discussions could include the annual report and evaluating the goals and objectives for the next year. The Board then discussed a potential Board Retreat on November 6th with a tour around the community starting at 7:30 a.m. and adjourning for a discussion after the tour.

DS2. Staff report: WEDC Property Update, Temporary Access Agreements, Downtown Parking, Engineering Report, Upcoming Events, and WEDC Activities/Programs.

Staff Comments

Regarding property management, staff highlighted work with tenants who have been provided with notice to vacate in an effort to help them find potential options for relocation. Staff had worked to find the tenant at 104 S Ballard a viable option, but was informed that the property owner will not lease nearby space to a business they believe is similar to one of their existing tenants. Staff will reach out again to confirm and see if they will reconsider leasing to 104 S Ballard. Staff are also in discussion with the previous tenant at 106 N Birmingham, 605 Commerce Suite 200 and 908 Kirby regarding payment of past due rent. The Board suggested that staff coordinate with legal to work out a payment plan for collecting the outstanding rent that is due. Staff then 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, BRE Updates, Upcoming Events, and WEDC Activities/Programs.

EXECUTIVE SESSION

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 Ballard/Brown, Brown/Eubanks, FM 544/Cooper, FM 544/Sanden, Jackson/Oak, Regency/Steel, State Hwy 78/Ballard, State Hwy 78/Brown, and State Hwy 78/Skyview.

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: 2013-9a, 2021-2d, 2021-5a, 2021-6c, 2021-9b, 2021-11b, 2022-1b, 2022-1c, 2022-7b, 2022-9a, 2022-10c, 2023-1a, 2023-1c, 2023-2b, 2023-2d, 2023-3b, 2023-5b, 2023-6b, 2023-6c, 2023-6d, 2023-8a, 2023-8b, 2023-8c, 2023-9a, 2023-9b, and 2023-9c.

RECONVENE INTO OPEN SESSION

Take any action as a result of the Executive Session.

President Dawkins reconvened into Open Session at 9:47 a.m and the Board took the following action:

Board Action

A motion was made by Whitney McDougall, seconded by Melisa Whitehead, to authorize the Wylie EDC to enter into a Performance Agreement with Project 2021-9f in an amount not to exceed \$500,000. A vote was taken and the motion passed 5-0.

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 9:47 a.m.



Melisa Whitehead, President

ATTEST:



Jason Greiner, Executive Director