

Minutes
Wylie Economic Development Corporation
Board of Directors Regular Meeting
June 19, 2024 – 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 Melisa Whitehead called the meeting to order at 7:32 a.m. Board Members present were Blake Brininstool and Demond Dawkins.

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, and Marketing & Communications Coordinator Will Kelly.

INVOCATION & PLEDGE OF ALLEGIANCE

Rachael Hermes gave the invocation and led the Pledge of Allegiance.

COMMENTS ON NON-AGENDA ITEMS

With no citizen participation, President Whitehead 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 May 15, 2024, Regular Meeting of the WEDC Board of Directors.**
- B. **Consider and act upon approval of the May 2024 WEDC Treasurer's Report.**

Board Action

A motion was made by Blake Brininstool, seconded by Demond Dawkins, to approve the Consent Agenda as presented. A vote was taken, and the motion passed 3-0.

REGULAR AGENDA

- 1. **Consider and act upon construction services for Cooper Plaza at Hwy 78 & Brown.**

Staff Comments

Staff reminded the Board that the WEDC has been working toward the redevelopment of Hwy 78 & Bown since 2018. Additional information and the two bids that have been submitted will be discussed further in Executive Session and the Board will consider this item after Executive Session.

2. Consider and act upon issues surrounding the construction service at Hwy 78 & Brown with Reeder Concrete Inc.

Staff Comments

Staff reminded the Board that the WEDC awarded a bid for the Hwy 78 & Brown construction services related to TxDOT improvement to Reeder Concrete Inc. in the amount of \$1,038,487.75 on March 1, 2024. Due to a discrepancy between the construction plans and the legend regarding lime and asphalt, Reeder has provided Change Order No. 1 in the amount of \$212,506.20. Reeder originally bid for 6” lime subgrade, however, TxDOT requires that 12” of lime be installed, which adds the need for an additional 6” of lime and 2” of asphalt. Staff noted that there might be an option to modify with flex base versus lime. If so, the cost would be less than the proposed Change Order No. 1, as it represents the maximum cost to correct the issue.

Board Action

A motion was made by Demond Dawkins, seconded by Blake Brininstool, to approve Change Order No. 1 with Reeder Concrete Inc. and further authorize the Executive Director to execute any and all necessary documents. A vote was taken, and the motion passed 3-0.

DISCUSSION ITEMS

DS1. Discuss issues surrounding the FY 2024-2025 WEDC Budget.

Staff Comments

Staff discussed the FY 24-25 WEDC Budget process and provided a high-level overview of FY 23-24 revenues and expenses in order to project the ending fund balance for the year. For this FY, Staff anticipates an ending fund balance of \$8.4 MM. Sales tax revenue is projected to increase by 10% at \$4.9 MM. Staff discussed the process of forecasting expenses for the installation of infrastructure, the timing of the sale of WEDC properties, and anticipated expenses related to the engineering for projects, noting that some items will be carried over to the next year. Staff reviewed the anticipated revenues and expenditures for FY 24-25, with an anticipated FY25 ending fund balance of \$1.9 MM. Staff will continue to evaluate the remaining costs related to infrastructure in this current FY and adjust the anticipated ending fund balance as needed. The Budget Committee discussed the budget process, the addition of shared technology software with the City of Wylie in FY25, and the need to be aware of potential additional costs due to the number of infrastructure projects active. Staff discussed the partnership with the Chamber of Commerce and noted that the Budget Committee did not make a recommendation to increase any partnership levels with the Chamber of Commerce. Further budget review will take place with City Council on July 9, 2024.

DS2. 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 past events, Staff and the Board commented and shared their experience and the importance of attending ICSC Las Vegas.

EXECUTIVE SESSION

Recessed into Closed Session at 8:08 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. 551.087. 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

Take any action as a result of the Executive Session.

President Whitehead reconvened into Open Session at 8:46 a.m. and the Board took the following action:

Board Action


A motion was made by Blake Brininstool, seconded by Demond Dawkins, to award the contract to McMahon Contracting LP in the amount of \$7,734,798.17 and further authorize 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 Whitehead adjourned the WEDC Board meeting at 8:46 a.m.



Melisa Whitehead, President

ATTEST:



Jason Greiner, Executive Director