

Wylie City Council Regular Meeting

June 25, 2024 – 6:00 PM

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098



CALL TO ORDER

INVOCATION & PLEDGE OF ALLEGIANCE

PRESENTATIONS & RECOGNITIONS

- PR1. Keith Self Recognize the Police Department.
- PR2. Presentation for Outgoing Wylie Board and Commission Members.
- PR3. Oath of Office for Incoming Wylie Board and Commission Members.
- PR4. National Park and Recreation Month.

COMMENTS ON NON-AGENDA ITEMS

Any member of the public may address Council regarding an item that is not listed on the Agenda. Members of the public must fill out a form prior to the meeting in order to speak. Council requests that comments be limited to three minutes for an individual, six minutes for a group. In addition, Council is not allowed to converse, deliberate or take action on any matter presented during citizen participation.

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the City Council 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 June 11, 2024 Regular City Council Meeting minutes.
- B. Consider, and place on file, the monthly Revenue and Expenditure Report for the Wylie Economic Development Corporation as of April 30, 2024.
- C. Consider, and place on file, the monthly Revenue and Expenditure Report for the Wylie Economic Development Corporation as of May 31, 2024.
- D. Consider, and act upon, the City of Wylie Monthly Revenue and Expenditure Report for May 31, 2024.
- E. Consider, and place on file, the City of Wylie Monthly Investment Report for May 31, 2024.
- F. Consider, and act upon, approval of the Connection Point Church Third Annual Run for the Fatherless 5K and Fun Run event in Founders Park on November 23, 2024.
- G. Consider, and act upon, the award of contract #W2024-65-I to Fuquay, Inc. for repairs/rehabilitation of 12 Manholes, in the estimated amount of \$73,368.00, through a cooperative purchasing contract with Buyboard and authorizing the City Manager to execute any and all necessary documents.

REGULAR AGENDA

1. Consider, and act upon, an appointment to fill a Board of Review vacancy for a term to begin July 1, 2024 and end June 30, 2026.

WORK SESSION

WS1. Discuss the Fiscal Year 2025 General Fund Budget.

WS2. Discuss the currently proposed Downtown Project lane, parking, and sidewalk configuration.

WS3. Discuss the future format for City Council and Board and Commission Meeting Minutes.

RECONVENE INTO REGULAR SESSION

EXECUTIVE SESSION

RECONVENE INTO OPEN SESSION

Take any action as a result from Executive Session.

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on June 21, 2024 at 5:00 p.m. on the outside bulletin board at Wylie City Hall, 300 Country Club Road, Building 100, Wylie, Texas, a place convenient and readily accessible to the public at all times.

Stephanie Storm, City Secretary

Date Notice Removed

The Wylie Municipal Complex is wheelchair accessible. Sign interpretation or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Secretary's Office at 972.516.6020. Hearing impaired devices are available from the City Secretary prior to each meeting.

If during the course of the meeting covered by this notice, the City Council should determine that a closed or executive meeting or session of the City Council or a consultation with the attorney for the City should be held or is required, then such closed or executive meeting or session or consultation with attorney as authorized by the Texas Open Meetings Act, Texas Government Code § 551.001 et. seq., will be held by the City Council at the date, hour and place given in this notice as the City Council may conveniently meet in such closed or executive meeting or session or consult with the attorney for the City concerning any and all subjects and for any and all purposes permitted by the Act, including, but not limited to, the following sanctions and purposes:

Texas Government Code Section:

§ 551.071 – Private consultation with an attorney for the City.

§ 551.072 – Discussing purchase, exchange, lease or value of real property.

§ 551.074 – Discussing personnel or to hear complaints against personnel.

§ 551.087 – Discussing certain economic development matters.

§ 551.073 – Discussing prospective gift or donation to the City.

§ 551.076 – Discussing deployment of security personnel or devices or security audit.



Wylie City Council

AGENDA REPORT

Department: City Secretary
Prepared By: Stephanie Storm

Account Code: _____

Subject

Consider, and act upon, approval of June 11, 2024 Regular City Council Meeting minutes.

Recommendation

Motion to approve the Item as presented.

Discussion

The minutes are attached for your consideration.

Wylie City Council Regular Meeting Minutes

June 11, 2024 – 6:00 PM

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098



CALL TO ORDER

Mayor Matthew Porter called the regular meeting to order at 6:01 p.m. The following City Council members were present: Councilman David R. Duke, Councilman Dave Strang, Mayor *pro tem* Jeff Forrester, Councilman Sid Hoover, Councilman Scott Williams, and Councilman Gino Mulliqi.

Staff present included: City Manager Brent Parker; Deputy City Manager Renae Ollie; Assistant City Manager Lety Yanez; Fire Chief Brandon Blythe; Marketing and Communications Director Craig Kelly; City Secretary Stephanie Storm; Public Works Director Tommy Weir; Assistant Police Chief Tommy Walters; Assistant Parks and Recreation Director Brent Stowers; City Engineer Tim Porter; Community Services Director Jasen Haskins; Library Director Ofilia Barrera; and various support staff.

INVOCATION & PLEDGE OF ALLEGIANCE

Mayor *pro tem* Forrester led the invocation and Councilman Williams led the Pledge of Allegiance.

PRESENTATIONS & RECOGNITIONS

PR1. Wylie Way Student - Oliver Hernandez.

Mayor Porter and Mayor *pro tem* Forrester presented a medallion to Oliver Hernandez demonstrating “Shining the Wylie Way.” Every nine weeks one student from each WISD campus is chosen as the “Wylie Way Student.”

PR2. Recognizing June 19, 2024 as Juneteenth 2024.

Mayor Porter proclaimed June 19, 2024 as Juneteenth 2024 in Wylie, Texas. Members from the Juneteenth Organization of Wylie were present and invited the community to attend Wylie's 5th Annual Juneteenth Freedom Celebration which will be held on Saturday, June 15th from 10:00 a.m. to 3:00 p.m. in Olde City Park.

COMMENTS ON NON-AGENDA ITEMS

Any member of the public may address Council regarding an item that is not listed on the Agenda. Members of the public must fill out a form prior to the meeting in order to speak. Council requests that comments be limited to three minutes for an individual, six minutes for a group. In addition, Council is not allowed to converse, deliberate or take action on any matter presented during citizen participation.

No persons were present wishing to address the Council.

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the City Council 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 May 28, 2024 Regular City Council Meeting minutes.

- B. Consider, and act upon, a Final Plat of Lot 1, Block A, of Texas Collision Addition establishing one commercial lot on 1.985 acres, located at 401 S. Westgate Way.**
- C. Consider, and act upon, the award of a professional services project order (PSPO) #W2024-55-E for the Lead Copper Rule Revision Project (LCRR) to Freese and Nichols Inc (FNI) in the amount of \$72,820.00 and authorizing the City Manager to execute any necessary documents.**

Council Action

A motion was made by Councilman Duke, seconded by Councilman Williams, to approve the Consent Agenda as presented. A vote was taken and the motion passed 7-0.

REGULAR AGENDA

- 1. Interview applicants for Board of Review vacancies for a term to begin July 1, 2024 and end June 30, 2026.**

Council Comments

No applicants were present to be interviewed by the City Council.

Council Action

There was no action taken on this Item.

- 2. Consider, and act upon, the recommendations of the 2024 Boards and Commission Council Interview Panel for appointments to the Animal Shelter Advisory Board, Construction Code Board, Historic Review Commission, Library Board, Parks and Recreation Board, Parks and Recreation Facilities Development Corporation Board (4B), Planning and Zoning Commission, Public Arts Advisory Board, Wylie Economic Development Corporation, and the Zoning Board of Adjustments to fill board vacancies for a term to begin July 1, 2024 and end June 30, 2025/26/27.**

Council Comments

Mayor Porter asked the Board and Commission Interview Panel Chair Forrester for recommendations.

Council Action

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Strang, to appoint the following members to the Animal Shelter Advisory Board: appoint Priscilla Muhoho to replace Brad Abraham, re-appoint Susan Cranford, and appoint David Brown as Replacement 1 and David Brignac as Replacement 2. A vote was taken and the motion passed 7-0.

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Strang, to appoint the following members to the Construction Code Board: re-appoint Todd Cranford; appoint Jon Ennis to replace John Straube Jr., Ronald Frantom to replace Sarah Kewak, Franklin McMurrian to replace Michael Sutura as Alternate 1, and Akbar Shaik to replace Amanda Cooper as Alternate 3. A vote was taken and the motion passed 7-0.

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Duke, to appoint the following members to the Historic Review Commission: re-appoint Allison Stowe; appoint Tommy Todd to replace Laurie Sargent, Edwin Caffrey to replace Anita Jones, James Byrne as Replacement 1, and Jami Lindquist as Replacement 2. A vote was taken and the motion passed 7-0.

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Hoover, to appoint the following members to the Library Board: re-appoint Brian Ortiz, Toshia Kimball, and Justin Strauch; and appoint Jami Lindquist as Replacement 1 and Allison Stowe as Replacement 2. A vote was taken and the motion passed 7-0.

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Williams, to appoint the following members to the Parks and Recreation Board: re-appoint Gerald Dyson and Nicholas Puente; appoint C'Ne Turner to replace Craig Allen, Tarah Harrison to replace Kim Mullis (one-year term), Farhan Khan as Replacement 1, and Ramona Kopchenko as Replacement 2. A vote was taken and the motion passed 7-0.

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Strang, to appoint the following members to the Parks and Recreation 4B Board: re-appoint Sid Hoover, Matthew Porter, Auston Foster, and Whitney McDougall; and appoint Cindy Nguyen as Replacement 1 and Nadeem Parvez as Replacement 2. A vote was taken and the motion passed 7-0.

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Strang, to appoint the following members to the Planning and Zoning Commission: re-appoint Keith Scruggs and Harold Gouge; appoint Franklin McMurrian to replace James Byrne, Zewge Kagnev to replace Jennifer Grieser, Ronald Frantom as Replacement 1, and Ramona Kopchenko as Replacement 2. A vote was taken and the motion passed 7-0.

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Williams, to appoint the following members to the Public Arts Advisory Board: re-appoint Gloria Suarez and Steven Shank; appoint Manoj Padhi to replace Joseph Murdock, Chantelle McMurrian to replace Anita Jones, Afshan Khan to replace John Treadwell (one-year term), Randi Jackson as Replacement 1, and Danish Aftab as Replacement 2. A vote was taken and the motion passed 7-0.

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Williams, to appoint the following members to the Wylie Economic Development Corporation Board: re-appoint Demond Dawkins and Blake Brininstool, and appoint Harold Smith to replace Aaron Jameson (two-year term). A vote was taken and the motion passed 7-0.

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Strang to appoint the following members to the Zoning Board of Adjustment: re-appoint Richard Covington, and appoint I-isha Hudson to replace Jennifer Grieser (one-year term), Gordon Hikel to replace Byron Betler, Hamza Fraz to replace Harold Smith, and Luca Pareti to replace Hamza Fraz as Alternate 1. A vote was taken and the motion passed 7-0.

Mayor Porter thanked members of the 2024 Boards and Commissions Interview Panel (Mayor *pro tem* Forrester, Councilman Duke, and Councilman Strang).

3. Consider, and act upon, appointments to fill the Board of Review vacancies for a term to begin July 1, 2024 and end June 30, 2026.

Council Comments

Mayor Porter confirmed there are three positions available on the Board of Review and asked if any of the outgoing members are seeking reappointment. City Secretary Storm stated Mr. Jack Craig was seeking reappointment.

Council Action

A motion was made by Mayor Porter, seconded by Mayor *pro tem* Forrester, to appoint Jack Craig, Fernando Martinez, and Krishna Upadaya for the Board of Review vacancies for a term to begin July 1, 2024 and end June 30, 2026. A vote was taken and the motion passed 7-0.

4. Tabled from 04-23-2024

Remove from table and consider

Council Action

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Strang, to remove Item 4 from the table to consider. A vote was taken and the motion passed 6-1 with Councilman Duke voting against.

Continue a Public Hearing, consider, and act upon, the writing of an ordinance for a change in zoning from Planned Development 2020-27 (PD 2020-27) to Planned Development (PD) on 20.433 acres. Property located from 2535-2701 S State Highway 78 (ZC 2023-20).

Staff Comments

Community Services Director Haskins addressed Council stating staff has been in touch with the applicant and recommended they consider withdrawing this item to have the opportunity to take as much time as needed to address Council concerns and get the project where they wanted it; however, they are requesting Council table this item again to finalize their project.

Council Comments

Mayor *pro tem* Forrester stated that the number of changes being made to the original multi-use development is taking the project in a completely different light. Haskins confirmed that was correct and staff recommended withdrawal as they felt that enough of this project would change where Council would ask for the Planning and Zoning Commission (P&Z) to review it and make another recommendation to the Council. Forrester asked if the Council denies this Item would the project have to go back to P&Z. Haskins replied it would go back to P&Z. Councilman Williams stated he agreed with Forrester, and asked, if the Council denies the Item would it still fall under the original approved Planned Development (PD). Haskins stated the original PD would not be affected; they could produce the approved project if they wanted but if they want to develop something different they would have to come back through P&Z. Councilman Strang expressed concerns with one to two-bedroom three-story garden apartments and the by-right for drive-thrus.

Public Hearing

Mayor Porter opened the public hearing on Item 4 at 6:45 p.m. asking anyone present wishing to address Council to come forward.

No persons were present to address the Council.

Mayor Porter closed the public hearing at 6:45 p.m.

Council Action

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Williams, to deny Item 4 as presented. A vote was taken and the motion passed 7-0.

- 5. Consider, and act upon, Ordinance No. 2024-19, amending Wylie's Code of Ordinances, Ordinance No. 2021-17, as amended, repealing and replacing in its entirety Appendix A (Comprehensive Fee Schedule), Article XI (Fire Department) adopting a new Fire Department fee schedule; providing a savings/repealing clause, severability clause, penalty clause and an effective date; and providing for the publication of the caption hereof.**

Staff Comments

Fire Chief Blythe addressed the Council stating this Item is to update the Fire Department's Comprehensive Fee Schedule in three sections: Appendix A, Article XI, Sections A-I pertain to the prevention division, and several items that were adopted with the previous adoption of the International Fire Code were added, as well as fees for fire watch; Sections J-N establish the new fee schedule for EMS including Emergicon's recommended percentages for write-offs of 25 to 60 after following up and added consumables and oxygen are things that we will be the write-off for quick pay items and the accounts will stay open for 365 days and if there is no activity, then Emergicon recommends the City write that off; and Sections O-S is administrative cleaning up for first responder billing fee, which is something that has been done since 2000 but staff is codifying this in the Fee Schedule so that everything in one location. Blythe stated the billing schedule is set up where the insurance company is billed, not the citizen.

Council Comments

Mayor *pro tem* Forrester confirmed the fees for the fire watch and unprotected buildings are for if one of our staff members has to be inside the facility; however, the owner can use a third party to do the fire watch. Blythe confirmed

that was correct and they encourage the use of a third party. Forrester confirmed if they utilize a third party they have to let the City know. Blythe responded staff is working on formalizing the reporting process with the third party. Forrester asked if the fees were in line with neighboring cities. Blythe replied they were. Forrester stated if the City will carry the accounts out 365 days he wants to ensure those accounts are not included in the projected revenue at the end of the year and asked when the account drops off from projected revenue. Blythe replied he feels the best way to handle that is to determine how much was collected monthly over 12 months and address those at the end of the budget year. Forrester stated he is concerned with having a lot of write-offs at the end of the year that look like positive cash flow, and asked if there was a way to earmark the accounts that are past 120 days to ensure the City does not utilize that money in future projections. Blythe replied there is a live dashboard as well as a monthly report that can be monitored and an update can be provided to Council. Mayor Porter added an accounts receivable aging report could be run to show that as a percentage of total charges which would be helpful to see over the first 18 months and requested they notate specific issues with payor and charge amount on the report. Councilman Williams stated he would like to see the numbers on a cash basis over the year. Forrester asked if the City will have the accounts live for 365 days and at what point we stop sending notes and messages to the citizens for collection as we do not want this to become burdensome on staff or become hard collection agents on citizens who are unable to pay. Blythe replied that they gave Emergicon direction that at this time, the City is not interested in collections but can change that in the future. Forrester stated he would like to revisit the 365-day account staying open if not using collections in the future. Councilman Mulliqi asked if the fee structure is the same for citizens and non-citizens. Blythe replied it was the same as Emergicon did not recommend setting different fees and recommended setting the amount at the highest allowable by insurance so we can maximize that revenue. Mulliqi stated he did not want this to be a free-for-all and put the burden on other citizens in Wylie that is not using the services, and added there has to be a happy medium regarding collecting fees and ensuring everyone is taking responsibility Blythe added they did set up billing zones for the service they provide outside of Wylie and should have more information to provide next year to revisit the topic to make any needed modifications.

Council Action

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Strang, to approve Item 5 as presented. A vote was taken and the motion passed 7-0.

READING OF ORDINANCES

Title and caption approved by Council as required by Wylie City Charter, Article III, Section 13-D.

City Secretary Storm read the caption of Ordinance No. 2024-19 into the official record.

ADJOURNMENT

A motion was made by Councilman Strang, seconded by Councilman Porter, to adjourn the meeting at 7:03 p.m. A vote was taken and the motion passed 7-0.

Matthew Porter, Mayor

ATTEST:

Stephanie Storm, City Secretary



Wylie City Council

AGENDA REPORT

Department: WEDC
 Prepared By: Jason Greiner

Account Code: _____

Subject

Consider, and place on file, the monthly Revenue and Expenditure Report for the Wylie Economic Development Corporation as of April 30, 2024.

Recommendation

Motion to approve the Item as presented.

Discussion

The Wylie Economic Development Corporation (WEDC) Board of Directors approved the attached financials on May 15, 2024.

April Rev/Exp Report

Account Summary

For Fiscal: 2023-2024 Period Ending: 04/30/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 111 - WYLIE ECONOMIC DEVEL CORP							
Revenue							
111-4000-40210	SALES TAX	4,536,561.00	4,536,561.00	341,335.06	1,953,265.47	-2,583,295.53	56.94 %
111-4000-46110	ALLOCATED INTEREST EARNINGS	112,000.00	112,000.00	43,327.83	304,625.63	192,625.63	271.99 %
111-4000-48110	RENTAL INCOME	48,600.00	48,600.00	1,400.00	26,280.65	-22,319.35	45.92 %
111-4000-48410	MISCELLANEOUS INCOME	0.00	1,250.00	0.00	1,947.08	697.08	155.77 %
111-4000-48430	GAIN/(LOSS) SALE OF CAP ASSETS	2,655,970.00	2,655,970.00	0.00	-276,384.36	-2,932,354.36	110.41 %
	Revenue Total:	7,353,131.00	7,354,381.00	386,062.89	2,009,734.47	-5,344,646.53	72.67%
Expense							
111-5611-51110	SALARIES	440,500.00	460,570.00	29,971.65	215,263.12	245,306.88	53.26 %
111-5611-51130	OVERTIME	0.00	0.00	0.00	871.40	-871.40	0.00 %
111-5611-51140	LONGEVITY PAY	1,200.00	1,200.00	0.00	1,092.00	108.00	9.00 %
111-5611-51310	TMRS	68,500.00	71,611.00	4,303.64	31,375.65	40,235.35	56.19 %
111-5611-51410	HOSPITAL & LIFE INSURANCE	81,000.00	81,169.00	5,018.12	35,047.06	46,121.94	56.82 %
111-5611-51420	LONG-TERM DISABILITY	1,600.00	1,714.00	58.50	351.00	1,363.00	79.52 %
111-5611-51440	FICA	27,000.00	28,245.00	1,690.04	12,438.87	15,806.13	55.96 %
111-5611-51450	MEDICARE	6,400.00	6,691.00	395.25	2,909.09	3,781.91	56.52 %
111-5611-51470	WORKERS COMP PREMIUM	2,100.00	2,100.00	0.00	1,137.35	962.65	45.84 %
111-5611-51480	UNEMPLOYMENT COMP (TWC)	1,600.00	1,600.00	16.84	64.68	1,535.32	95.96 %
111-5611-52010	OFFICE SUPPLIES	5,000.00	5,000.00	259.89	2,261.06	2,738.94	54.78 %
111-5611-52040	POSTAGE & FREIGHT	300.00	300.00	0.00	158.40	141.60	47.20 %
111-5611-52810	FOOD SUPPLIES	3,000.00	3,000.00	215.41	1,491.33	1,508.67	50.29 %
111-5611-54610	FURNITURE & FIXTURES	2,500.00	2,500.00	0.00	-193.05	2,693.05	107.72 %
111-5611-54810	COMPUTER HARD/SOFTWARE	7,650.00	7,650.00	0.00	2,299.98	5,350.02	69.93 %
111-5611-56030	INCENTIVES	1,929,250.00	1,929,250.00	665,000.00	1,015,000.00	914,250.00	47.39 %
111-5611-56040	SPECIAL SERVICES	37,270.00	37,270.00	9,160.00	10,200.00	27,070.00	72.63 %
111-5611-56041	SPECIAL SERVICES-REAL ESTATE	234,500.00	234,500.00	57,258.72	95,129.64	139,370.36	59.43 %
111-5611-56042	SPECIAL SERVICES-INFRASTRUCTURE	10,324,000.00	10,324,000.00	0.00	6,101.36	10,317,898.64	99.94 %
111-5611-56080	ADVERTISING	226,125.00	226,125.00	13,283.43	84,355.05	141,769.95	62.70 %
111-5611-56090	COMMUNITY DEVELOPMENT	64,950.00	66,200.00	3,477.94	25,910.11	40,289.89	60.86 %
111-5611-56110	COMMUNICATIONS	7,900.00	7,900.00	492.27	2,878.45	5,021.55	63.56 %
111-5611-56180	RENTAL	27,000.00	27,000.00	4,500.00	15,750.00	11,250.00	41.67 %
111-5611-56210	TRAVEL & TRAINING	73,000.00	73,000.00	1,455.81	36,358.95	36,641.05	50.19 %
111-5611-56250	DUES & SUBSCRIPTIONS	60,733.00	60,733.00	6,822.68	48,460.09	12,272.91	20.21 %
111-5611-56310	INSURANCE	6,800.00	6,800.00	0.00	5,653.11	1,146.89	16.87 %
111-5611-56510	AUDIT & LEGAL SERVICES	23,000.00	23,000.00	8,004.36	21,750.03	1,249.97	5.43 %
111-5611-56570	ENGINEERING/ARCHITECTURAL	530,175.00	530,175.00	108,471.47	312,569.67	217,605.33	41.04 %
111-5611-56610	UTILITIES-ELECTRIC	2,400.00	2,400.00	340.19	1,173.69	1,226.31	51.10 %
111-5611-57410	PRINCIPAL PAYMENT	600,096.00	600,096.00	25,478.95	322,447.87	277,648.13	46.27 %
111-5611-57415	INTEREST EXPENSE	631,902.00	631,902.00	21,460.90	340,490.80	291,411.20	46.12 %
111-5611-58110	LAND-PURCHASE PRICE	1,000,000.00	1,000,000.00	0.00	7,079.00	992,921.00	99.29 %
111-5611-58995	CONTRA CAPITAL OUTLAY	0.00	0.00	0.00	-7,079.00	7,079.00	0.00 %
	Expense Total:	16,427,451.00	16,453,701.00	967,136.06	2,650,796.76	13,802,904.24	83.89%
Fund: 111 - WYLIE ECONOMIC DEVEL CORP Surplus (Deficit):		-9,074,320.00	-9,099,320.00	-581,073.17	-641,062.29	8,458,257.71	92.95%
Report Surplus (Deficit):		-9,074,320.00	-9,099,320.00	-581,073.17	-641,062.29	8,458,257.71	92.95%

Budget Report

For Fiscal: 2023-2024 Period Ending: 04/30/2024

Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance	Percent Remaining
					Favorable (Unfavorable)	
Fund: 111 - WYLIE ECONOMIC DEVEL CORP						
Revenue	7,353,131.00	7,354,381.00	386,062.89	2,009,734.47	-5,344,646.53	72.67%
Expense	16,427,451.00	16,453,701.00	967,136.06	2,650,796.76	13,802,904.24	83.89%
Fund: 111 - WYLIE ECONOMIC DEVEL CORP Surplus (Deficit):	-9,074,320.00	-9,099,320.00	-581,073.17	-641,062.29	8,458,257.71	92.95%
Report Surplus (Deficit):	-9,074,320.00	-9,099,320.00	-581,073.17	-641,062.29	8,458,257.71	92.95%

Budget Report

For Fiscal: 2023-2024 Period Ending: 04/30/2024

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
111 - WYLIE ECONOMIC DEVEL CO	-9,074,320.00	-9,099,320.00	-581,073.17	-641,062.29	8,458,257.71
Report Surplus (Deficit):	-9,074,320.00	-9,099,320.00	-581,073.17	-641,062.29	8,458,257.71

Wylie Economic Development Corporation
Statement of Net Position
As of April 30, 2024

Assets

Cash and cash equivalents	\$ 13,079,122.17	
Receivables	\$ 717,000.00	Note 1
Inventories	\$ 14,645,353.88	
Prepaid Items	\$ -	
Total Assets	\$ 28,441,476.05	

Deferred Outflows of Resources

Pensions	\$ 114,336.55	
Total deferred outflows of resources	\$ 114,336.55	

Liabilities

Accounts Payable and other current liabilities	\$ 19,592.36	
Unearned Revenue	\$ 1,200.00	Note 2
Non current liabilities:		
Due within one year	\$ 338,763.13	Note 3
Due in more than one year	\$ 15,136,816.48	
Total Liabilities	\$ 15,496,371.97	

Deferred Inflows of Resources

Pensions	\$ (8,336.41)	
Total deferred inflows of resources	\$ (8,336.41)	

Net Position

Net investment in capital assets	\$ -	
Unrestricted	\$ 13,051,104.22	
Total Net Position	\$ 13,051,104.22	

Note 1: Includes incentives in the form of forgivable loans for \$67,000 (Glen Echo), \$450,000 (Phoenix Ascending), and \$200,000 (MLKJ)

Note 2: Deposits from rental property

Note 3: Liabilities due within one year includes compensated absences of \$32,301

Balance Sheet

Account Summary

As Of 04/30/2024

Account	Name	Balance
Fund: 111 - WYLIE ECONOMIC DEVEL CORP		
Assets		
111-1000-10110	CLAIM ON CASH AND CASH EQUIV.	13,418,457.23
111-1000-10115	CASH - WEDC - INWOOD	0.00
111-1000-10135	ESCROW	0.00
111-1000-10180	DEPOSITS	2,000.00
111-1000-10198	OTHER - MISC CLEARING	0.00
111-1000-10341	TEXPOOL	0.00
111-1000-10343	LOGIC	0.00
111-1000-10481	INTEREST RECEIVABLE	0.00
111-1000-11511	ACCTS REC - MISC	0.00
111-1000-11517	ACCTS REC - SALES TAX	0.00
111-1000-12810	LEASE PAYMENTS RECEIVABLE	0.00
111-1000-12950	LOAN PROCEEDS RECEIVABLE	0.00
111-1000-12996	LOAN RECEIVABLE	0.00
111-1000-12997	ACCTS REC - JTM TECH	0.00
111-1000-12998	ACCTS REC - FORGIVEABLE LOANS	717,000.00
111-1000-14112	INVENTORY - MATERIAL/ SUPPLY	0.00
111-1000-14116	INVENTORY - LAND & BUILDINGS	14,645,353.88
111-1000-14118	INVENTORY - BAYCO/ SANDEN BLVD	0.00
111-1000-14310	PREPAID EXPENSES - MISC	0.00
111-1000-14410	DEFERRED OUTFLOWS	1,153,500.00
Total Assets:		29,936,311.11
		<u>29,936,311.11</u>
Liability		
111-2000-20110	FEDERAL INCOME TAX PAYABLE	0.00
111-2000-20111	MEDICARE PAYABLE	0.00
111-2000-20112	CHILD SUPPORT PAYABLE	0.00
111-2000-20113	CREDIT UNION PAYABLE	0.00
111-2000-20114	IRS LEVY PAYABLE	0.00
111-2000-20115	NATIONWIDE DEFERRED COMP	0.00
111-2000-20116	HEALTH INSUR PAY-EMPLOYEE	4,072.13
111-2000-20117	TMRS PAYABLE	6,247.23
111-2000-20118	ROTH IRA PAYABLE	0.00
111-2000-20119	WORKERS COMP PAYABLE	0.00
111-2000-20120	FICA PAYABLE	0.00
111-2000-20121	TEC PAYABLE	0.00
111-2000-20122	STUDENT LOAN LEVY PAYABLE	0.00
111-2000-20123	ALIMONY PAYABLE	0.00
111-2000-20124	BANKRUPTCY PAYABLE	0.00
111-2000-20125	VALIC DEFERRED COMP	0.00
111-2000-20126	ICMA PAYABLE	0.00
111-2000-20127	EMP. LEGAL SERVICES PAYABLE	0.00
111-2000-20130	FLEXIBLE SPENDING ACCOUNT	5,912.36
111-2000-20131	EDWARD JONES DEFERRED COMP	0.00
111-2000-20132	EMP CARE FLITE	12.00
111-2000-20133	Unemployment Comp Payable	-492.11
111-2000-20151	ACCRUED WAGES PAYABLE	0.00
111-2000-20180	ADDIT EMPLOYEE INSUR PAY	92.32
111-2000-20199	MISC PAYROLL PAYABLE	0.00
111-2000-20201	AP PENDING	3,748.43
111-2000-20210	ACCOUNTS PAYABLE	0.00
111-2000-20530	PROPERTY TAXES PAYABLE	0.00
111-2000-20540	NOTES PAYABLE	1,153,500.00
111-2000-20810	DUE TO GENERAL FUND	0.00

Balance Sheet

As Of 04/30/2024

Account	Name	Balance
111-2000-22270	DEFERRED INFLOW	0.00
111-2000-22275	DEF INFLOW - LEASE PRINCIPAL	0.00
111-2000-22280	DEFERRED INFLOW - LEASE INT	0.00
111-2000-22915	RENTAL DEPOSITS	1,200.00
Total Liability:		1,174,292.36

Equity

111-3000-34110	FUND BALANCE - RESERVED	0.00
111-3000-34590	FUND BALANCE-UNRESERV/UNDESIG	29,403,081.04
Total Beginning Equity:		29,403,081.04
Total Revenue		2,009,734.47
Total Expense		2,650,796.76
Revenues Over/Under Expenses		-641,062.29
Total Equity and Current Surplus (Deficit):		28,762,018.75
Total Liabilities, Equity and Current Surplus (Deficit):		<u>29,936,311.11</u>

Balance Sheet

As Of 04/30/2024

Account	Name	Balance
Fund: 922 - GEN LONG TERM DEBT (WEDC)		
Assets		
	Total Assets:	0.00
		0.00
Liability		
922-2000-28248	GOVCAP LOAN/SERIES 2022	7,556,077.29
	Total Liability:	7,556,077.29
	Total Equity and Current Surplus (Deficit):	0.00
	Total Liabilities, Equity and Current Surplus (Deficit):	7,556,077.29
	*** FUND 922 OUT OF BALANCE ***	-7,556,077.29

***Warning: Account Authorization is turned on. Please run the Unauthorized Account Listing Report to see if you are out of balance due to missing accounts ***

Wylie Economic Development Corporation

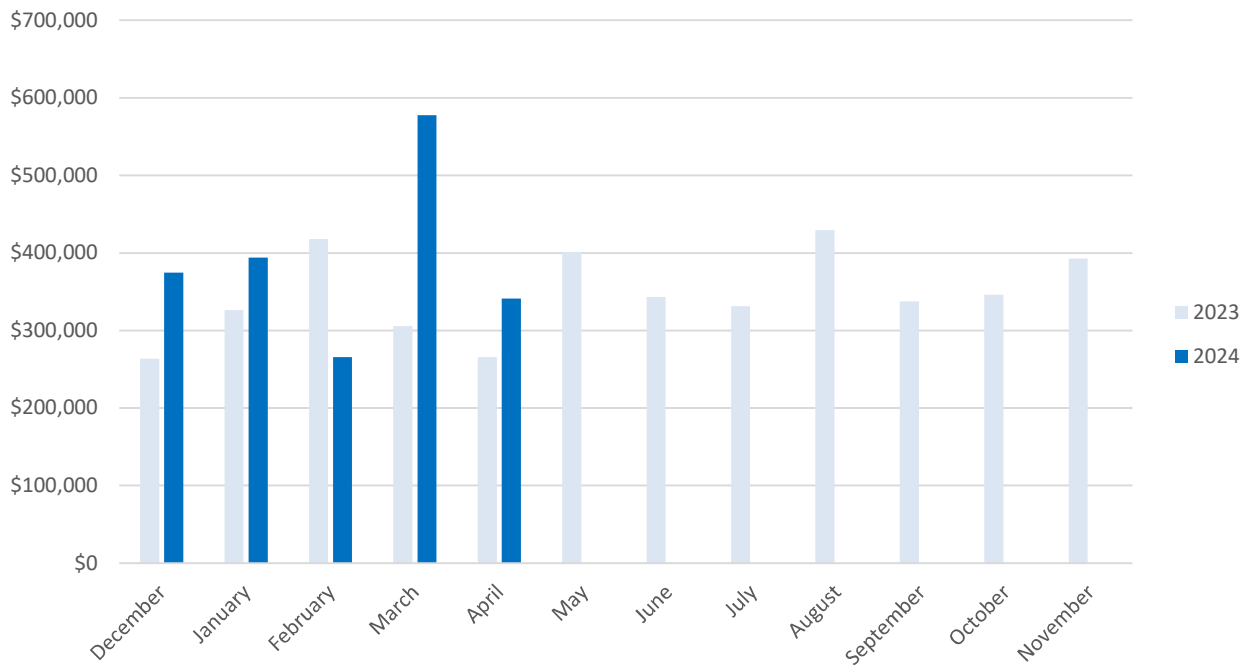
SALES TAX REPORT

April 30, 2024

BUDGETED YEAR

MONTH	FY 2021	FY 2022	FY 2023	FY 2024	DIFF 23 vs. 24	% DIFF 23 vs. 24
DECEMBER	\$ 235,381.33	\$ 263,577.66	\$ 338,726.54	\$ 374,686.38	\$ 35,959.83	10.62%
JANUARY	\$ 262,263.52	\$ 326,207.92	\$ 368,377.73	\$ 393,994.39	\$ 25,616.67	6.95%
FEBRUARY	\$ 456,571.35	\$ 417,896.79	\$ 480,381.11	\$ 265,491.94	\$ (214,889.17)	-44.73%
MARCH	\$ 257,187.91	\$ 305,605.50	\$ 313,686.17	\$ 577,757.71	\$ 264,071.54	84.18%
APRIL	\$ 221,881.55	\$ 265,773.80	\$ 310,050.94	\$ 341,335.06	\$ 31,284.12	10.09%
MAY	\$ 400,371.70	\$ 401,180.20	\$ 434,878.33	\$ -		
JUNE	\$ 290,586.92	\$ 343,371.26	\$ 330,236.89	\$ -		
JULY	\$ 314,559.10	\$ 331,432.86	\$ 379,162.00	\$ -		
AUGUST	\$ 390,790.76	\$ 429,696.16	\$ 448,253.70	\$ -		
SEPTEMBER	\$ 307,681.15	\$ 337,512.61	\$ 371,880.65	\$ -		
OCTOBER	\$ 326,382.38	\$ 346,236.36	\$ 377,466.67	\$ -		
NOVEMBER	\$ 411,813.32	\$ 392,790.84	\$ 458,694.91	\$ -		
Sub-Total	\$ 3,875,470.98	\$ 4,161,281.96	\$ 4,611,795.64	\$ 1,953,265.48	\$ 142,042.98	13.42%
Total	\$ 3,875,470.98	\$ 4,161,281.96	\$ 4,611,795.64	\$ 1,953,265.48	\$ 142,042.98	13.42%

WEDC Sales Tax Analysis



*** Sales Tax collections typically take 2 months to be reflected as Revenue. SlsTx receipts are then accrued back 2 months.
Example: April SlsTx Revenue is actually February SlsTx and is therefore the 4th allocation in FY24.

Wylie Economic Development Corporation

PERFORMANCE AGREEMENT REPORT

April 30, 2024

PERFORMANCE AGREEMENTS	TOTAL INCENTIVE	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	REMAINING AFTER CURRENT FY	PREVIOUS FY PAYMENTS	TOTAL INCENTIVE	
LUV-ROS	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	A
AMERICAN ENTITLEMENTS II	\$ 35,000.00	\$ 25,000.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 10,000.00	\$ -	\$ 35,000.00	
NORTH DALLAS WYLIE LAND	\$ 120,000.00	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00	\$ 120,000.00	
AXL	\$ 65,000.00	\$ 9,250.00	\$ 9,250.00	\$ -	\$ -	\$ -	\$ 9,250.00	\$ 46,500.00	\$ 65,000.00	
GLEN ECHO BREWING	\$ 100,000.00	\$ 50,000.00	\$ 30,000.00	\$ 20,000.00	\$ -	\$ -	\$ 50,000.00	\$ -	\$ 100,000.00	B
MLKJ	\$ 80,000.00	\$ -	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ 80,000.00	\$ -	\$ 80,000.00	C
CLF II LI WYLIE (LOVETT)	\$ 1,300,000.00	\$ 650,000.00	\$ 650,000.00	\$ -	\$ -	\$ -	\$ 650,000.00	\$ -	\$ 1,300,000.00	
DEANAN/DANK	\$ 30,000.00	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	\$ 30,000.00	
FIREWATER	\$ 300,000.00	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000.00	\$ 300,000.00	
PHOENIX ASCENDING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	D
SANDEN INTERNATIONAL	\$ 500,000.00	\$ 300,000.00	\$ 200,000.00	\$ -	\$ -	\$ -	\$ 200,000.00	\$ -	\$ 500,000.00	
	\$ 2,540,000.00	\$ 1,169,250.00	\$ 939,250.00	\$ 60,000.00	\$ -	\$ -	\$ 999,250.00	\$ 371,500.00	\$ 2,540,000.00	
							<i>Deferred Out Flow</i>	\$ 1,153,500.00		

A. Performance Agreement (\$10,000) and Forgiveable Land Grant (\$60,000 forgiven over 3 years). \$20,000/year in 2022, 2023, & 2024.

B. Performance Agreement (\$100,000) and Forgiveable Land Grant (\$100,000 forgiven over 3 years). \$33,000 CO, \$33,000 in 2025, and \$34,000 in 2026.

C. Performance Agreement (\$80,000) and Forgiveable Land Grant (\$200,000 forgiven over 3 years). \$50,000 CO & \$50,000/year in 2025, 2026, & 2027.

D. Forgiveable Land Grant (\$450,000 forgiven over 4 years). \$112,500 CO & \$112,500/year in 2026, 2027, & 2028.



Wylie City Council

AGENDA REPORT

Department: WEDC
Prepared By: Jason Greiner

Account Code: _____

Subject

Consider, and place on file, the monthly Revenue and Expenditure Report for the Wylie Economic Development Corporation as of May 31, 2024.

Recommendation

Motion to approve the Item as presented.

Discussion

The Wylie Economic Development Corporation (WEDC) Board of Directors approved the attached financials on June 19, 2024.

May Rev/Exp Report

Account Summary

For Fiscal: 2023-2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 111 - WYLIE ECONOMIC DEVEL CORP							
Revenue							
111-4000-40210	SALES TAX	4,536,561.00	4,536,561.00	448,671.55	2,401,937.02	-2,134,623.98	47.05 %
111-4000-46110	ALLOCATED INTEREST EARNINGS	112,000.00	112,000.00	0.00	304,625.63	192,625.63	271.99 %
111-4000-48110	RENTAL INCOME	48,600.00	48,600.00	650.00	26,930.65	-21,669.35	44.59 %
111-4000-48410	MISCELLANEOUS INCOME	0.00	1,250.00	0.00	1,947.08	697.08	155.77 %
111-4000-48430	GAIN/(LOSS) SALE OF CAP ASSETS	2,655,970.00	2,655,970.00	0.00	-276,384.36	-2,932,354.36	110.41 %
	Revenue Total:	7,353,131.00	7,354,381.00	449,321.55	2,459,056.02	-4,895,324.98	66.56%
Expense							
111-5611-51110	SALARIES	440,500.00	460,570.00	47,394.27	262,657.39	197,912.61	42.97 %
111-5611-51130	OVERTIME	0.00	0.00	0.00	871.40	-871.40	0.00 %
111-5611-51140	LONGEVITY PAY	1,200.00	1,200.00	0.00	1,092.00	108.00	9.00 %
111-5611-51310	TMRS	68,500.00	71,611.00	6,807.47	38,183.12	33,427.88	46.68 %
111-5611-51410	HOSPITAL & LIFE INSURANCE	81,000.00	81,169.00	5,023.41	40,070.47	41,098.53	50.63 %
111-5611-51420	LONG-TERM DISABILITY	1,600.00	1,714.00	62.47	413.47	1,300.53	75.88 %
111-5611-51440	FICA	27,000.00	28,245.00	2,770.25	15,209.12	13,035.88	46.15 %
111-5611-51450	MEDICARE	6,400.00	6,691.00	647.89	3,556.98	3,134.02	46.84 %
111-5611-51470	WORKERS COMP PREMIUM	2,100.00	2,100.00	0.00	1,137.35	962.65	45.84 %
111-5611-51480	UNEMPLOYMENT COMP (TWC)	1,600.00	1,600.00	4.55	603.72	996.28	62.27 %
111-5611-52010	OFFICE SUPPLIES	5,000.00	5,000.00	311.18	2,572.24	2,427.76	48.56 %
111-5611-52040	POSTAGE & FREIGHT	300.00	300.00	36.30	194.70	105.30	35.10 %
111-5611-52810	FOOD SUPPLIES	3,000.00	3,000.00	526.50	2,017.83	982.17	32.74 %
111-5611-54610	FURNITURE & FIXTURES	2,500.00	2,500.00	518.85	325.80	2,174.20	86.97 %
111-5611-54810	COMPUTER HARD/SOFTWARE	7,650.00	7,650.00	0.00	2,299.98	5,350.02	69.93 %
111-5611-56030	INCENTIVES	1,929,250.00	1,929,250.00	0.00	1,015,000.00	914,250.00	47.39 %
111-5611-56040	SPECIAL SERVICES	37,270.00	37,270.00	6,252.50	16,452.50	20,817.50	55.86 %
111-5611-56041	SPECIAL SERVICES-REAL ESTATE	234,500.00	234,500.00	3,638.32	98,767.96	135,732.04	57.88 %
111-5611-56042	SPECIAL SERVICES-INFRASTRUCTUR	10,324,000.00	10,324,000.00	0.00	6,101.36	10,317,898.64	99.94 %
111-5611-56080	ADVERTISING	226,125.00	196,125.00	5,959.86	90,314.91	105,810.09	53.95 %
111-5611-56090	COMMUNITY DEVELOPMENT	64,950.00	66,200.00	2,160.02	28,070.13	38,129.87	57.60 %
111-5611-56110	COMMUNICATIONS	7,900.00	7,900.00	497.24	3,375.69	4,524.31	57.27 %
111-5611-56180	RENTAL	27,000.00	27,000.00	2,250.00	18,000.00	9,000.00	33.33 %
111-5611-56210	TRAVEL & TRAINING	73,000.00	73,000.00	3,633.79	39,992.74	33,007.26	45.22 %
111-5611-56250	DUES & SUBSCRIPTIONS	60,733.00	60,733.00	6,748.45	55,208.54	5,524.46	9.10 %
111-5611-56310	INSURANCE	6,800.00	6,800.00	0.00	5,653.11	1,146.89	16.87 %
111-5611-56510	AUDIT & LEGAL SERVICES	23,000.00	53,000.00	0.00	21,750.03	31,249.97	58.96 %
111-5611-56570	ENGINEERING/ARCHITECTURAL	530,175.00	530,175.00	7,895.00	320,464.67	209,710.33	39.55 %
111-5611-56610	UTILITIES-ELECTRIC	2,400.00	2,400.00	169.07	1,342.76	1,057.24	44.05 %
111-5611-57410	PRINCIPAL PAYMENT	600,096.00	600,096.00	50,261.65	397,320.57	202,775.43	33.79 %
111-5611-57415	INTEREST EXPENSE	631,902.00	631,902.00	52,404.82	424,011.19	207,890.81	32.90 %
111-5611-58110	LAND-PURCHASE PRICE	1,000,000.00	1,000,000.00	0.00	7,079.00	992,921.00	99.29 %
111-5611-58995	CONTRA CAPITAL OUTLAY	0.00	0.00	0.00	-7,079.00	7,079.00	0.00 %
	Expense Total:	16,427,451.00	16,453,701.00	205,973.86	2,913,031.73	13,540,669.27	82.30%
Fund: 111 - WYLIE ECONOMIC DEVEL CORP Surplus (Deficit):		-9,074,320.00	-9,099,320.00	243,347.69	-453,975.71	8,645,344.29	95.01%
Report Surplus (Deficit):		-9,074,320.00	-9,099,320.00	243,347.69	-453,975.71	8,645,344.29	95.01%

Budget Report

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance	Percent Remaining
					Favorable (Unfavorable)	
Fund: 111 - WYLIE ECONOMIC DEVEL CORP						
Revenue	7,353,131.00	7,354,381.00	449,321.55	2,459,056.02	-4,895,324.98	66.56%
Expense	16,427,451.00	16,453,701.00	205,973.86	2,913,031.73	13,540,669.27	82.30%
Fund: 111 - WYLIE ECONOMIC DEVEL CORP Surplus (Deficit):	-9,074,320.00	-9,099,320.00	243,347.69	-453,975.71	8,645,344.29	95.01%
Report Surplus (Deficit):	-9,074,320.00	-9,099,320.00	243,347.69	-453,975.71	8,645,344.29	95.01%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
111 - WYLIE ECONOMIC DEVEL CC	-9,074,320.00	-9,099,320.00	243,347.69	-453,975.71	8,645,344.29
Report Surplus (Deficit):	-9,074,320.00	-9,099,320.00	243,347.69	-453,975.71	8,645,344.29

Wylie Economic Development Corporation
Statement of Net Position
As of May 31, 2024

Assets

Cash and cash equivalents	\$ 13,660,661.43	
Receivables	\$ 717,000.00	Note 1
Inventories	\$ 14,645,353.88	
Prepaid Items	\$ -	
Total Assets	\$ 29,023,015.31	

Deferred Outflows of Resources

Pensions	\$ 114,336.55
Total deferred outflows of resources	\$ 114,336.55

Liabilities

Accounts Payable and other current liabilities	\$ 27,675.40	
Unearned Revenue	\$ 1,200.00	Note 2
Non current liabilities:		
Due within one year	\$ 263,890.43	Note 3
Due in more than one year	\$ 15,136,816.48	
Total Liabilities	\$ 15,429,582.31	

Deferred Inflows of Resources

Pensions	\$ (8,336.41)
Total deferred inflows of resources	\$ (8,336.41)

Net Position

Net investment in capital assets	\$ -
Unrestricted	\$ 13,699,433.14
Total Net Position	\$ 13,699,433.14

Note 1: Includes incentives in the form of forgivable loans for \$67,000 (Glen Echo), \$450,000 (Phoenix Ascending), and \$200,000 (MLKJ)

Note 2: Deposits from rental property

Note 3: Liabilities due within one year includes compensated absences of \$32,301

Balance Sheet

Account Summary

As Of 05/31/2024

Account	Name	Balance
Fund: 111 - WYLIE ECONOMIC DEVEL CORP		
Assets		
111-1000-10110	CLAIM ON CASH AND CASH EQUIV.	13,613,626.85
111-1000-10115	CASH - WEDC - INWOOD	0.00
111-1000-10135	ESCROW	0.00
111-1000-10180	DEPOSITS	2,000.00
111-1000-10198	OTHER - MISC CLEARING	0.00
111-1000-10341	TEXPOOL	0.00
111-1000-10343	LOGIC	0.00
111-1000-10481	INTEREST RECEIVABLE	0.00
111-1000-11511	ACCTS REC - MISC	0.00
111-1000-11517	ACCTS REC - SALES TAX	0.00
111-1000-12810	LEASE PAYMENTS RECEIVABLE	0.00
111-1000-12950	LOAN PROCEEDS RECEIVABLE	0.00
111-1000-12996	LOAN RECEIVABLE	0.00
111-1000-12997	ACCTS REC - JTM TECH	0.00
111-1000-12998	ACCTS REC - FORGIVEABLE LOANS	717,000.00
111-1000-14112	INVENTORY - MATERIAL/ SUPPLY	0.00
111-1000-14116	INVENTORY - LAND & BUILDINGS	14,645,353.88
111-1000-14118	INVENTORY - BAYCO/ SANDEN BLVD	0.00
111-1000-14310	PREPAID EXPENSES - MISC	0.00
111-1000-14410	DEFERRED OUTFLOWS	1,153,500.00
Total Assets:		30,131,480.73
		<u>30,131,480.73</u>
Liability		
111-2000-20110	FEDERAL INCOME TAX PAYABLE	0.00
111-2000-20111	MEDICARE PAYABLE	0.00
111-2000-20112	CHILD SUPPORT PAYABLE	0.00
111-2000-20113	CREDIT UNION PAYABLE	0.00
111-2000-20114	IRS LEVY PAYABLE	0.00
111-2000-20115	NATIONWIDE DEFERRED COMP	0.00
111-2000-20116	HEALTH INSUR PAY-EMPLOYEE	10,879.98
111-2000-20117	TMRS PAYABLE	9,881.83
111-2000-20118	ROTH IRA PAYABLE	0.00
111-2000-20119	WORKERS COMP PAYABLE	0.00
111-2000-20120	FICA PAYABLE	0.00
111-2000-20121	TEC PAYABLE	0.00
111-2000-20122	STUDENT LOAN LEVY PAYABLE	0.00
111-2000-20123	ALIMONY PAYABLE	0.00
111-2000-20124	BANKRUPTCY PAYABLE	0.00
111-2000-20125	VALIC DEFERRED COMP	0.00
111-2000-20126	ICMA PAYABLE	0.00
111-2000-20127	EMP. LEGAL SERVICES PAYABLE	0.00
111-2000-20130	FLEXIBLE SPENDING ACCOUNT	6,762.34
111-2000-20131	EDWARD JONES DEFERRED COMP	0.00
111-2000-20132	EMP CARE FLITE	12.00
111-2000-20133	Unemployment Comp Payable	46.93
111-2000-20151	ACCRUED WAGES PAYABLE	0.00
111-2000-20180	ADDIT EMPLOYEE INSUR PAY	92.32
111-2000-20199	MISC PAYROLL PAYABLE	0.00
111-2000-20201	AP PENDING	0.00
111-2000-20210	ACCOUNTS PAYABLE	0.00
111-2000-20530	PROPERTY TAXES PAYABLE	0.00
111-2000-20540	NOTES PAYABLE	1,153,500.00
111-2000-20810	DUE TO GENERAL FUND	0.00

Balance Sheet

As Of 05/31/2024

Account	Name	Balance
111-2000-22270	DEFERRED INFLOW	0.00
111-2000-22275	DEF INFLOW - LEASE PRINCIPAL	0.00
111-2000-22280	DEFERRED INFLOW - LEASE INT	0.00
111-2000-22915	RENTAL DEPOSITS	1,200.00
Total Liability:		1,182,375.40

Equity

111-3000-34110	FUND BALANCE - RESERVED	0.00
111-3000-34590	FUND BALANCE-UNRESERV/UNDESIG	29,403,081.04
Total Beginning Equity:		29,403,081.04
Total Revenue		2,459,056.02
Total Expense		2,913,031.73
Revenues Over/Under Expenses		-453,975.71
Total Equity and Current Surplus (Deficit):		28,949,105.33
Total Liabilities, Equity and Current Surplus (Deficit):		30,131,480.73

Balance Sheet

As Of 05/31/2024

Account	Name	Balance
Fund: 922 - GEN LONG TERM DEBT (WEDC)		
Assets		
	Total Assets:	0.00
		0.00
Liability		
922-2000-28248	GOVCAP LOAN/SERIES 2022	7,556,077.29
	Total Liability:	7,556,077.29
	Total Equity and Current Surplus (Deficit):	0.00
	Total Liabilities, Equity and Current Surplus (Deficit):	7,556,077.29
	*** FUND 922 OUT OF BALANCE ***	-7,556,077.29

***Warning: Account Authorization is turned on. Please run the Unauthorized Account Listing Report to see if you are out of balance due to missing

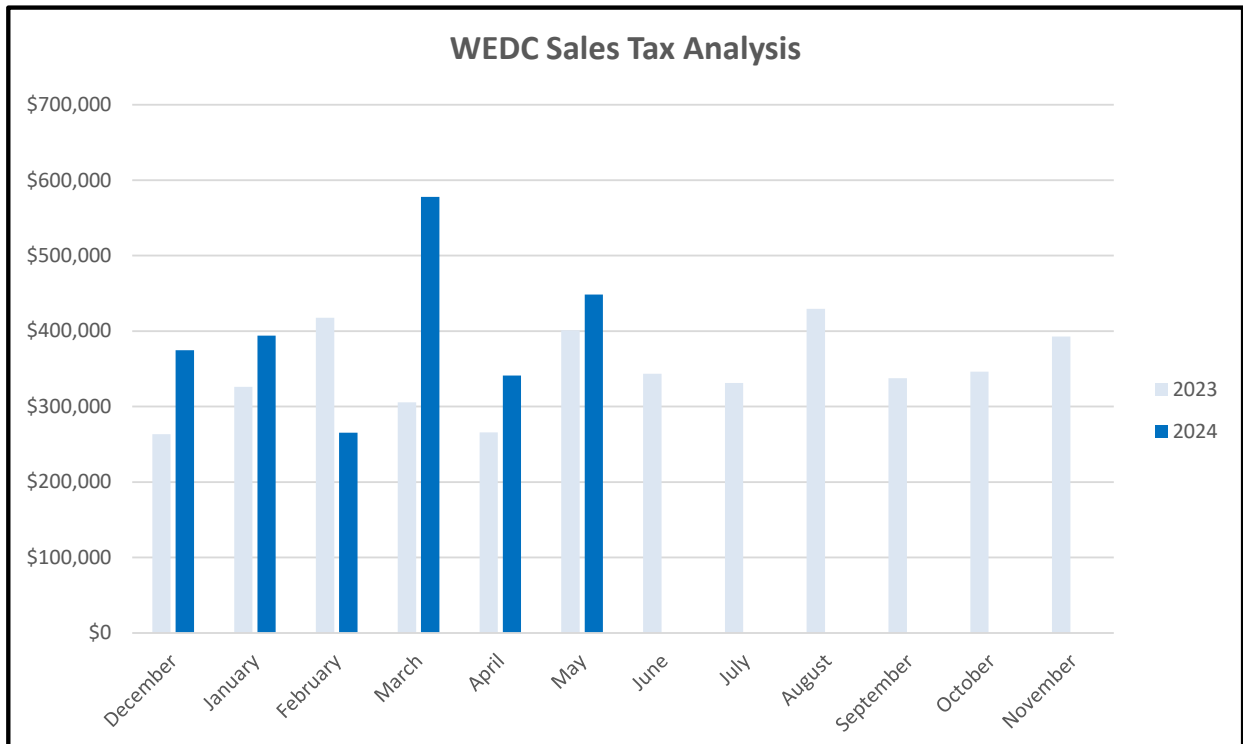
Wylie Economic Development Corporation

SALES TAX REPORT

May 31, 2024

BUDGETED YEAR

MONTH	FY 2021	FY 2022	FY 2023	FY 2024	DIFF 23 vs. 24	% DIFF 23 vs. 24
DECEMBER	\$ 235,381.33	\$ 263,577.66	\$ 338,726.54	\$ 374,686.38	\$ 35,959.83	10.62%
JANUARY	\$ 262,263.52	\$ 326,207.92	\$ 368,377.73	\$ 393,994.39	\$ 25,616.67	6.95%
FEBRUARY	\$ 456,571.35	\$ 417,896.79	\$ 480,381.11	\$ 265,491.94	\$ (214,889.17)	-44.73%
MARCH	\$ 257,187.91	\$ 305,605.50	\$ 313,686.17	\$ 577,757.71	\$ 264,071.54	84.18%
APRIL	\$ 221,881.55	\$ 265,773.80	\$ 310,050.94	\$ 341,335.06	\$ 31,284.12	10.09%
MAY	\$ 400,371.70	\$ 401,180.20	\$ 434,878.33	\$ 448,671.55	\$ 13,793.21	3.17%
JUNE	\$ 290,586.92	\$ 343,371.26	\$ 330,236.89	\$ -		
JULY	\$ 314,559.10	\$ 331,432.86	\$ 379,162.00	\$ -		
AUGUST	\$ 390,790.76	\$ 429,696.16	\$ 448,253.70	\$ -		
SEPTEMBER	\$ 307,681.15	\$ 337,512.61	\$ 371,880.65	\$ -		
OCTOBER	\$ 326,382.38	\$ 346,236.36	\$ 377,466.67	\$ -		
NOVEMBER	\$ 411,813.32	\$ 392,790.84	\$ 458,694.91	\$ -		
Sub-Total	\$ 3,875,470.98	\$ 4,161,281.96	\$ 4,611,795.64	\$ 2,401,937.02	\$ 155,836.20	11.71%
Total	\$ 3,875,470.98	\$ 4,161,281.96	\$ 4,611,795.64	\$ 2,401,937.02	\$ 155,836.20	11.71%



*** Sales Tax collections typically take 2 months to be reflected as Revenue. SlsTx receipts are then accrued back 2 months.
 Example: May SlsTx Revenue is actually March SlsTx and is therefore the 6th allocation in FY24.



Wylie City Council

AGENDA REPORT

Department: Finance

Account Code: _____

Prepared By: Melissa Brown

Subject

Consider, and act upon, the City of Wylie Monthly Revenue and Expenditure Report for May 31, 2024.

Recommendation

Motion to approve the Item as presented.

Discussion

The Finance Department has prepared the attached reports for the City Council as required by the City Charter.

CITY OF WYLIE

MONTHLY FINANCIAL REPORT

May 31, 2024

ACCOUNT DESCRIPTION	ANNUAL BUDGET 2023-2024	CURRENT MONTH ACTUAL 2023-2024	YTD ACTUAL 2023-2024	YTD ACTUAL AS A PERCENT OF BUDGET	Benchmark 66.67%
GENERAL FUND REVENUE SUMMARY					
TAXES	39,807,333	924,364	35,117,489	88.22%	A
FRANCHISE FEES	2,953,146	256,950	2,164,488	73.29%	B
LICENSES AND PERMITS	1,275,000	99,017	663,192	52.02%	C
INTERGOVERNMENTAL REV.	2,615,790	80,867	1,879,948	71.87%	
SERVICE FEES	4,343,203	374,930	2,940,064	67.69%	D
COURT FEES	340,000	33,933	225,183	66.23%	
INTEREST INCOME	1,526,221	143,719	993,400	65.09%	E
MISCELLANEOUS INCOME	278,974	14,434	124,140	44.50%	
OTHER FINANCING SOURCES	2,646,411	60,439	2,697,675	101.94%	F
REVENUES	55,786,078	1,988,653	46,805,579	83.90%	
USE OF FUND BALANCE	0	0	0	0.00%	
USE OF CARRY-FORWARD FUNDS	1,914,392	NA	NA	NA	G
TOTAL REVENUES	57,700,470	1,988,653	46,805,579	81.12%	
GENERAL FUND EXPENDITURE SUMMARY					
CITY COUNCIL	96,263	2,902	35,733	37.12%	
CITY MANAGER	1,406,865	145,839	849,531	60.38%	
CITY SECRETARY	472,576	50,170	309,994	65.60%	
CITY ATTORNEY	170,000	13,268	100,141	58.91%	
FINANCE	1,461,966	107,455	1,034,943	70.79%	
FACILITIES	1,086,915	80,017	649,107	59.72%	
MUNICIPAL COURT	668,277	72,257	402,445	60.22%	
HUMAN RESOURCES	956,765	90,268	635,451	66.42%	
PURCHASING	364,756	34,244	240,680	65.98%	
INFORMATION TECHNOLOGY	2,286,028	272,512	1,651,460	72.24%	
POLICE	14,659,064	1,583,805	8,779,108	59.89%	
FIRE	16,943,368	1,587,841	9,819,204	57.95%	
EMERGENCY COMMUNICATIONS	2,657,616	178,597	1,465,004	55.12%	
ANIMAL CONTROL	1,608,848	66,652	409,036	25.42%	H
PLANNING	396,749	42,678	230,604	58.12%	
BUILDING INSPECTION	581,030	49,579	345,960	59.54%	
CODE ENFORCEMENT	233,061	21,898	125,337	53.78%	
STREETS	4,278,544	315,039	2,089,875	48.85%	
PARKS	2,854,219	269,036	1,557,767	54.58%	
LIBRARY	2,425,153	272,582	1,504,582	62.04%	
COMBINED SERVICES	6,444,169	627,327	3,242,386	50.32%	
TOTAL EXPENDITURES	62,052,233	5,883,964	35,478,349	57.17%	
REVENUES OVER/(UNDER) EXPENDITURES	-4,351,762	-3,895,311	11,327,231	23.94%	
<p>A. Property Tax Collections for FY23-24 as of May 31, 2024 are 98.63%, in comparison to FY22-23 for the same time period of 98.6%. Sales tax is on a 2 month lag and only six months have been received. Sales Tax is up 6.94% compared to same time period in previous year.</p> <p>B. Franchise Fees: Most franchise fees are recognized quarterly with electric fees making up the majority.</p> <p>C. Building Permits are down 22% from FY 2023-24. Permits fluctuate monthly and are anticipated to meet budget for FY 2023-24.</p> <p>D. Service Fees: Trash fees are on a one month lag and only seven months have been received. The remaining fees are from other seasonal fees.</p> <p>E. Interest Rates have remained relatively flat over the last few months. Fund Balance has decreased due to large transfers to capital funds.</p> <p>F. Yearly transfer from Utility Fund and insurance recoveries.</p> <p>G. Largest Carry Forward items: \$150,000 for PW/Community Services Software, \$288,000 for police and streets vehicles, \$338,840 for ambulance, \$119,102 for APX Mobile Radios, \$600,000 for Woodbridge/Hensley Traffic Signal.</p> <p>H. \$800,000 remodel has not been started</p>					

CITY OF WYLIE

MONTHLY FINANCIAL REPORT

May 31, 2024

ACCOUNT DESCRIPTION	ANNUAL BUDGET 2023-2024	CURRENT MONTH ACTUAL 2023-2024	YTD ACTUAL 2023-2024	YTD ACTUAL AS A PERCENT OF BUDGET	Benchmark 66.67%
UTILITY FUND REVENUES SUMMARY					
SERVICE FEES	29,434,997	2,250,114	16,031,708	54.46%	I
INTEREST INCOME	719,896	106,163	831,469	115.50%	J
MISCELLANEOUS INCOME	70,000	2,060	126,580	180.83%	
OTHER FINANCING SOURCES				0.00%	
REVENUES	30,224,893	2,358,337	16,989,756	56.21%	
USE OF FUND BALANCE	0	NA	0	0	
USE OF CARRY-FORWARD FUNDS	1,449,523	NA	NA	NA	K
TOTAL REVENUES	31,674,416	NA	16,989,756	53.64%	
UTILITY FUND EXPENDITURE SUMMARY					
UTILITY ADMINISTRATION	674,435	88,461	344,491	51.08%	
UTILITIES - WATER	4,100,675	345,999	2,099,809	51.21%	
CITY ENGINEER	1,413,585	85,320	738,586	52.25%	
UTILITIES - SEWER	1,652,186	117,726	877,079	53.09%	
UTILITY BILLING	1,558,604	129,347	785,446	50.39%	
COMBINED SERVICES	20,218,615	1,287,608	13,776,402	68.14%	
TOTAL EXPENDITURES	29,618,100	2,054,461	18,621,813	62.87%	
REVENUES OVER/(UNDER) EXPENDITURES	2,056,315	303,876	-1,632,057	-9.23%	
I. Most Utility Fund Revenue is on a one month lag and only seven months have been received. J. Interest Rates have remained relatively flat over the last few months. Fund Balance has increased. K. Largest Carry Forward items: PW/Community Services Software \$135,730, Lead and Copper Revision \$150,964, Water Pump Station Backup Generators \$736,937 and Dogwood Drive Waterline Replacement \$100,000.					



Wylie City Council

AGENDA REPORT

Department: Finance

Account Code: _____

Prepared By: Melissa Brown

Subject

Consider, and place on file, the City of Wylie Monthly Investment Report for May 31, 2024.

Recommendation

Motion to approve the Item as presented.

Discussion

The Finance Department has prepared the attached reports for the City Council as required by the City Charter.

City Of Wylie

2023-2024 Investment Report May 31, 2024

Money Market Accounts:
Certificates of Deposit:
Treasury Bills:
Treasury Notes:
Government Agency Notes:

MMA
CCD
T-Bills
T-Notes
AN

Invest. Number	Principal Amount	Type Of Security	Interest Rate	Issuer	Purchase Date	Maturity Date
1	\$16,816,627.32	MMA	5.3161%	Texpool	12/31/2006	NA
2	\$17,400,914.96	MMA	5.3078%	TexStar	3/15/2011	NA
	\$34,217,542.28					

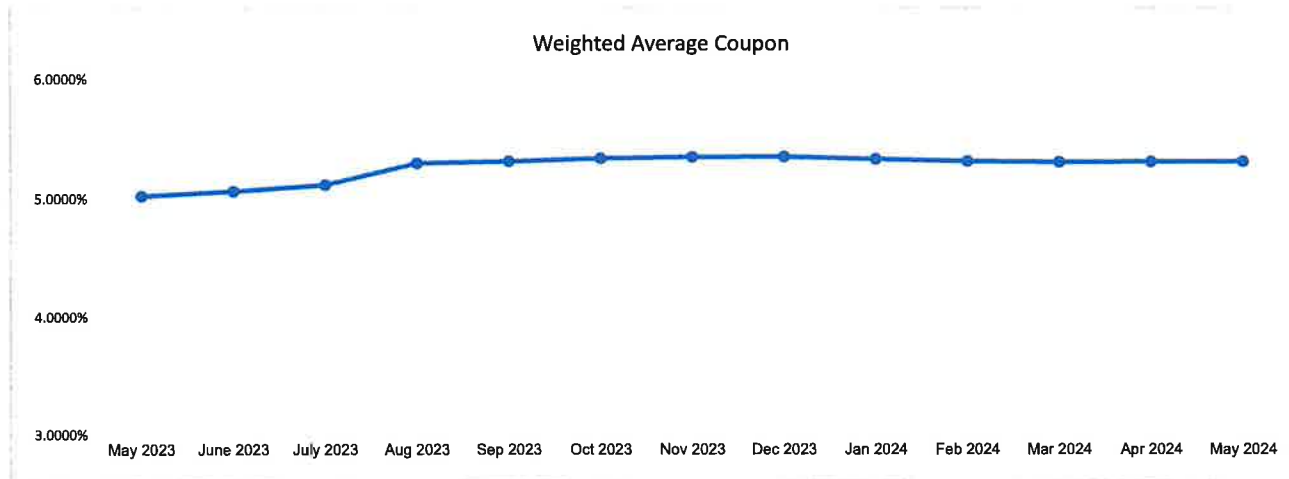
Total

Weighted Average Coupon:
Weighted Average Maturity (Days):

5.3119%
1.00

Money Markets:
Certificates of Deposits:

\$34,217,542.28
\$0.00
\$34,217,542.28



Melina Burton 6-19-24
Finance Director/Investment Officer



Wylie Parks City Council

AGENDA REPORT

Department: Parks and Recreation
Prepared By: Janet Pieper

Account Code: _____

Subject

Consider, and act upon, approval of the Connection Point Church Third Annual Run for the Fatherless 5K and Fun Run event in Founders Park on November 23, 2024.

Recommendation

Motion to approve the Item as presented.

Discussion

Megan Williams, the applicant representative from Connection Point Church, is requesting to host their third annual 5K event at Founders Park to help raise funds for the non-profit group Hope for the Fatherless. This group supports care for orphans in Ethiopia. The applicant plans to sell coffee and other items from food vendor trucks during their event, as well as a DJ and bounce houses for entertainment.



Parks & Recreation Department
 300 Country Club Rd, Building 100
 Wylie, TX 75098
 972-516-6340 | Parks@wylietexas.gov

Non-Profit Park Event Application

Please note that this application is NOT required in order to reserve a pavilion or gazebo for typical private group parties, meetings, reunions, or family events. It is also NOT required to reserve an athletic field for practices or pick up games; instead click on the following link to make a reservation: <https://anc.apm.activecommunities.com/wylie>

Submission of this Non-Profit Park Event Application is required for special public non-profit events, 5K/fun runs, fundraisers, events with food and/or merchandise vendors, and all events wherein items will be sold. This form is reviewed by staff for approval prior to the requested event and must be submitted a minimum of twelve weeks in advance, and no sooner than 6 months prior to the event date being requested.

After City staff reviews the application, a Non-Profit Park Event Application may be considered for recommendation of approval by the Wylie Parks and Recreation Board, with the final review for approval completed by Wylie City Council if staff finds that:

- Priority use is given to City Events and private rentals;
- All fees have been paid;
- The event does not:
 - a. Conflict or compete with another approved non-City event, in consideration of event size, location, expected attendance, etc., as determined by staff;
 - b. Conflict or compete with City events and programs, as determined by staff (no car shows permitted 30 days prior to or 14 days after the City-sponsored Bluegrass on Ballard event);
 - c. Present an unreasonable danger to health or safety;
 - d. Cause loss or damage to City property;
 - e. Interfere with or place a burden on Public Safety services;
 - f. Interrupt the safe and orderly movement of pedestrians and vehicles.
- For events including food items, applicant provides documentation from the Collin County Environmental Services indicating whether or not a Food Service/Health permit is required for the event. This includes all food items: sold, free, food trucks, catering, homemade, prepackaged, etc.;
 - a. Please contact the Environmental Services Specialist at 972-548-5528 or 972-548-5585. The Collin County website is www.collincountytx.gov for further information.
 - b. If permit is required by Environmental Services, provide staff with a list of all planned food vendors and a copy of their current Collin County Food Service/Health permit, or intent to receive a Temporary/Short-Term Event Food Service/Health Permit.
- There will be adequate sanitation available in or adjacent to the event, in addition to the City facilities as deemed necessary, such as port-a-lets, wash stations, and other required health facilities.
- The event is not being conducted for unlawful or discriminatory purposes. The event is in adherence to all Parks and Recreation rules and City Ordinances.

Please call the Parks and Recreation Department at 972-516-6340, prompt 1, if you have any questions pertaining to the Park Event Application.

Applicant Information

Name of Organization *

Connection Point Church

Website<https://connectionpoint.church>**Are you a non profit? ***☒ Yes ☐ No**Please upload 501c3 Documents****Contact Information****Primary Contact Name ***

Megan Williams

Event Information**Event Name/Title ***

3rd Annual Run for the Fatherless 5K and Fun Run

Event Type *

5k/Walk

Purpose of event *

To help raise funds for a non profit called Hope for the Fatherless that cares for orphan in Ethiopia.

Event Location *

Founders Park

851 Hensley Lane

Proposed Event Date *

11/23/2024

Alternative Event Date *

11/16/2024

Start Time *

07:00:00 AM

☐ Include Setup**End Time ***

11:00:00 AM

☐ Include Cleanup**Do you plan to sell items of any kind?**

example: drinks, food items, t-shirts, snow cones, memberships, registrations etc.

☒ Yes ☐ No**Please specify all items you plan to sell**

Coffee from a coffee cart and hopefully a couple other food trucks on site.

Will there be food items provided?☒ Yes ☐ No**Please specify the types of food items to be provided**

Granola bars, bananas, water bottles

Who is providing the food?☒ Applicant☐ Food Vendor☐ Other**Anticipated number of Participating Vendors ***

4

Anticipated Event Attendance *

150

Event Target Audience*

Local families interested in supporting international care of orphans

Event Details*

This will be our 3rd year to put on the event. We have sponsors who help put on the event, a coffee cart, a DJ and bounce houses for the kids. We had over 150 participants last year at the event.

This was the website for last year's event: <https://connectionpoint.church/runforthefatherless>

Event Announcement and/or Flyers**Signature**A rectangular box containing a handwritten signature in cursive script that reads "Megan Williams".**Date***

05/06/2024



Wylie City Council

AGENDA REPORT

Department: Public Works

Account Code: 620-5730-58410

Prepared By: Albert Garza

Subject

Consider, and act upon, the award of contract #W2024-65-I to Fuquay, Inc. for repairs/rehabilitation of 12 Manholes, in the estimated amount of \$73,368.00, through a cooperative purchasing contract with Buyboard and authorizing the City Manager to execute any and all necessary documents.

Recommendation

Motion to approve the Item as presented.

Discussion

The City of Wylie hired Pipe Analysis Inc. to conduct the Phased Infiltration and Inflow Abatement Program Plan 2018. The project's initial phase involved implementing the Capacity, Management, Operation, and Maintenance (CMOM) Plan. This included conducting manhole inspections, updating the collection system maps, and conducting temporary flow monitoring to prioritize the system. The wastewater collection system consists of manholes, pipelines, and lift stations. These components have deteriorated over time and require rehabilitation or replacement. Currently, the system consists of approximately 211 miles (1,119,049 linear feet) of gravity sewers, 7.63 miles of force main (40,297 linear feet), 3,755 manholes, and 10 lift stations.

The most recognized result of system deterioration is high infiltration/inflow during wet weather. Infiltration/inflow comprised of groundwater and rainfall runoff that enters the collection system through broken pipes, open pipe joints, vented manhole covers, defective manholes, and unauthorized storm drain connections.

The Wastewater Division met with Fuquay Inc. and they inspected and identified 12 manholes that are deteriorating and failing due to infiltration/inflow. The infiltration/inflow of the manholes will need to be rehabilitated with chemical grout injection, manhole bench, and invert repairs to a 4-inch, diameter base, and one-inch thickness of cementitious.

Staff recommends the award of contract # W2024-65-I to Fuquay Inc. in the estimated amount of \$73,368.00 as providing the best value to the City. The City is authorized to purchase from a cooperative purchasing program with another local government or a local cooperative organization under Chapter 791 of the Texas Government Code and Section 271 Subchapter F of the Local Government Code, and by doing so, satisfies any State Law requiring local governments to seek competitive bids for items.

Wylie Agreement #W2024-65-I/Buyboard Contract #731-24



Wylie City Council

AGENDA REPORT

Department: City Manager
 Prepared By: City Secretary

Account Code: _____

Subject

Consider, and act upon, an appointment to fill a Board of Review vacancy for a term to begin July 1, 2024 and end June 30, 2026.

Recommendation

Motion to approve _____ to fill a Board of Review vacancy for a term to begin July 1, 2024 and end June 30, 2026.

Discussion

Per Ordinance No. 2022-01, prospective Board of Review applicants will be interviewed by the entire City Council. Council appointed Jack Craig, Fernando Martinez, and Krishna Upadhyaya at the June 11th meeting to fill the three vacancies. Ms. Upadhyaya emailed staff on June 12th withdrawing her application from consideration. Staff is requesting Council appoint a member to fill Ms. Upadhyaya's vacancy. Staff received seven applications for the Board of Review in which two were appointed to the Board of Review, one withdrew their application, and three were appointed to other City Boards which makes them ineligible to serve on the Board of Review. Mr. Syed Shah did apply for the Board of Review and is currently eligible to serve.

Applicants:

- Jack Craig (appointed on Board of Review on June 11th)
- Jon Ennis (appointed on Construction Code Board on June 11th)
- Ronald Frantom (appointed on Construction Code Board and Planning and Zoning Board Replacement on June 11th)
- Fernando Martinez (appointed on Board of Review on June 11th)
- Luca Pareti (appointed on Zoning Board of Adjustment Alternate on June 11th)
- Syed Shah
- Krishna Upadhyaya (withdrew)

Board of Review Application

Personal Information

First Name *

Syed

Last Name *

Shah

Residency

You must be a Wylie resident to serve on this board.

Wylie resident *

☒ Yes ☐ No

Length of Residency

Years *

0

Months *

3

Voter Status

Registered Voter *

☐ Yes ☒ No

Employment Information

Occupation

Work experience that may be beneficial to the board you are applying for.

Board/Commission Service

Currently serve on a board/commission *

☐ Yes ☒ No

Why you would like to serve as a Board of Review member: *

As a new resident of the City, I'm interested in the development and growth of the city. I can help being part of review board.

ORDINANCE NO. 2022-01

AN ORDINANCE OF THE CITY OF WYLIE, TEXAS, REPEALING ORDINANCE NO. 2014-19, CREATING A CODE OF CONDUCT; PROVIDING FOR A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; PROVIDING FOR REPEALING, SAVINGS, AND SEVERABILITY CLAUSES; PROVIDING FOR AN EFFECTIVE DATE OF THIS ORDINANCE; AND PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF.

WHEREAS, the City of Wylie ("City" or "Wylie") desires for all of its citizens to have confidence in integrity, independence, and impartiality of those who act on their behalf in government;

WHEREAS, the City of Wylie previously adopted Ordinance No. 2014-19, establishing a Code of Ethics; and

WHEREAS, the City of Wylie desires to create a Code of Conduct and repeal Ordinance No. 2014-19, as of the Effective Date of this Ordinance.

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS that:

Section 1. Creation of Code of Conduct

The City of Wylie creates this Code of Conduct (the "Code") and repeals Ordinance No. 2014-19, as of the Effective Date of this Ordinance.

Section 2. Policy

The proper operation of democratic local government requires that City Officials be independent, impartial and responsible to the people; that local government decisions and policy be made in the proper channels of the government structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its City Officials. It is the policy of the City of Wylie that its City Officials meet the standards of conduct established in this Ordinance. Conduct not regulated herein is not subject to this Code.

Section 3. Definitions

Administrative Board means any board, commission, or other organized body: (1) that has, by law, final decision-making authority on matters within its jurisdiction and that is either: (a) established under the City Charter, by City ordinance, or by appointment by the City Council or the Mayor; or (b) whose members are all council members or are appointed or confirmed by the City Council; or, (2) created as a non-profit economic development corporation by the City Council under the authority of the Development Corporation Act of 1979, as amended.

Advisory Board means a board, commission, or other organized body other than an Administrative Board, that was created by an act of the City Council whose members are appointed or confirmed by the City Council or by an act of the Mayor and are charged with making recommendations to the City Council on matters within its jurisdiction.

Board of Review means the body charged with reviewing and acting on Complaints under this Ordinance.

City Official or Official means the Mayor; a member of the City Council, members of Administrative Boards, and Advisory Boards, appointed by the Mayor or City Council.

Code of Conduct means this Code of Conduct ("Code"). Only a City Official may be held responsible for violations of the Code.

Economic Interest means a legal or equitable property interest in land, chattels, and intangibles, and contractual rights having a value of more than fifty thousand dollars (\$50,000.00). Service by a City Official as an Officer, director, advisor, or otherwise active participant in an educational, religious, charitable, fraternal, or civic organization does not create for that City Official an "Economic Interest" in the property of the organization.

Official Action means:

- (1) Any affirmative act (including the making of a recommendation) within the scope of, or in violation of, an Official's duties; or
- (2) Any failure to act, if the Official is under a duty to act.

Section 4. Covered officials

The rules of conduct contained below apply generally to City Officials unless otherwise specified.

Section 5. City Officials required to comply with both state and local law

When a City Official's conduct is regulated by a provision of this Ordinance and a similar provision of state law, and it is possible to comply with the requirements of both, a City Official shall comply with both.

Section 6. Education

The City shall provide training and educational materials to City Officials on their obligations under state law and this Ordinance. Such training shall include at least one formal classroom session in each calendar year. All City Officials shall annually attend the formal training session offered by the City or equivalent training sessions conducted by the City Attorney, the Texas Municipal League, or similar organizations. The City also shall prepare and distribute written materials on the subject to each City Official at the time of his or her election or appointment to office.

Section 7. Standards of Conduct for City Officials

(A) Appearance on behalf of private interests of others

- (1) A member of the City Council shall not appear before the City Council, an Administrative Board or an Advisory Board for the purpose of representing the interests of another person or entity. However, a member of the City Council may, to the extent as otherwise permitted by law, appear before any such body to represent the member's own interests or the interests of the member's spouse or minor children.
- (2) A City Official who is not a member of the City Council shall not appear before the body on which he or she serves for the purpose of representing the interests of another person or entity, and shall not appear before any other body for the purpose of representing the interests of another person or entity in connection with an appeal from a decision of the

body on which the City Official serves. However, the City Official may, to the extent as otherwise permitted by law, appear before any such body to represent the City Official's own interests or the interests of the City Official's spouse or minor children.

(B) Misuse and disclosure of confidential information

- (1) It is a violation of this Code for a City Official to violate Texas Penal Code § 39.06 (Misuse of Official Information).
- (2) A City Official shall not disclose to the public any information that is deemed confidential and/or privileged under any federal, state, local law, or Council rules, unless authorized by law.

(C) Restrictions on political activity and political contributions

- (1) No City Official shall use state or local funds or other resources of the City to electioneer for or against any candidate, measure, or political party.
- (2) A City Official shall not directly or indirectly induce, or attempt to induce, any City employee:
 - a. To participate in an election campaign (beyond merely encouraging another to vote), to participate in a political fundraising activity, or to contribute to a political candidate or political committee;
 - b. To engage in any other activity relating to a particular candidate, party or issue that is not directly related to a legitimate function of City government; or
 - c. To refrain from engaging in any lawful political activity after working hours.

(D) Use of cell phones or electronic devices by appointed or elected officials during meetings of Administrative Boards and Advisory Boards, of which they are a member

City Officials shall refrain from communicating on cell phones or electronic devices during a City meeting at which the City Official is attending as a member of that Administrative Board or Advisory Board, except as provided below. However, City Officials may access agendas and information relevant to a past, current, and/or future agenda. Cell phones shall be turned off or put on vibrate during meetings. Should it be necessary to use a cell phone, City Officials shall step down from the dais. Text messaging, emails, and other electronic or written communications shall not be sent during a meeting unless it is an emergency.

(E) Conflicts of Interest

A City Official must not use, or attempt to use, his or her official position or office, or take or fail to take any action, or influence, or attempt to influence, others to take or fail to take any action, in a manner which he or she knows, or has reason to believe, may result in a personal, financial benefit, or Economic Interest not shared with a substantial segment of the City's population, for any of the following persons or entities:

- (1) The Official;
- (2) The Official's relative, or the employer or business of the relative;
- (3) A person with which the Official has a financial or business relationship, including but not limited to:
 - a. A business of the Official, or the Official's spouse or domestic partner, or someone who works for such outside employer or business; or
 - b. A client or substantial customer.

- (4) A nongovernmental civic group, social, charitable, or religious organization of which the Official, or the Official's spouse or domestic partner, is an officer or director; or
- (5) A public or private business entity for which the Official, or his or her relative serves as a director, general partner, or officer, or in any other policy-making position except when so appointed to the position by the City.

(F) Compliance with Texas Local Government Code Chapters 171 and 176

It is a violation of this Code for a City Official to violate Texas Local Government Code, §§ 171 and 176 and Texas Penal Code § 36.08

(G) Prohibitions - Granting Special Privileges and Use of City Supplies and Equipment

It is a violation of this Code for a City Official:

- (1) To use his official position to secure special privileges or exemptions for himself or others;
- (2) To grant any special consideration, treatment or advantage to any citizen, individual, business organization or group beyond that which is normally available to every other citizen, individual, business organization or group. This shall not prevent the granting of fringe benefits to City employees as a part of their contract of employment or as an added incentive to the securing or retaining of employees; or
- (3) To use City supplies, equipment or facilities for any purpose other than the conduct of official City business, unless otherwise provided for by law, ordinance or City policy.

Section 8. Board of Review

(A) Creation and appointment

There is hereby created a Board of Review ("BOR") to consist of five (5) members and two (2) alternates.

- (1) The BOR shall review Complaints regarding alleged violation(s) of the Code ("Complaints"), review applicable waivers regarding the alleged violation(s), and determine if a Complaint should be dismissed under the criteria, as outlined herein.
- (2) Prospective BOR members shall be interviewed and appointed by a majority of the City Council present at a duly called meeting.

(B) Qualifications

- (1) All members must live within the City of Wylie city limits and be at least 18 years of age;
- (2) BOR members may not be:
 - a. The spouse or the domestic partner of the individual filing the Complaint ("Complainant") or the individual who is the subject of the Complaint ("Respondent") is the spouse or domestic partner.
 - b. Serving on any other Council appointed Board or Commission during their term on the BOR;
 - c. A City Council member or City of Wylie employee, or the spouse or domestic partner of a City Council member or City of Wylie employee;
 - d. An elected public official; or
 - e. A candidate for elected public office at the time of their term on the BOR.

(C) Terms of appointment / Limitations

- (1) BOR members may serve only one (1) term of two (2) consecutive years.
- (2) BOR members shall serve until any Complaints pending during their appointed term have been fully adjudicated by the BOR.
- (3) If a person selected to serve on the BOR pursuant to this subsection cannot fulfill his or her duties as a member of the BOR due to illness, travel, disqualification under the terms outlined above, or another bona fide reason, or otherwise refuses to serve on the BOR, that person shall be requested to confirm that fact with the City Secretary in writing within 15 calendar days of receipt of the service notification. In this event, the City Secretary shall repeat the process outlined herein until a substitute has been selected.

(D) Training / Removal

- (1) BOR members must attend training regarding the role and responsibilities of service on the BOR prior to handling a Complaint. The unexcused absence of any member of the BOR from three (3) consecutive meetings, unless the BOR has excused the absence for good and sufficient reasons, as determined by the BOR, shall constitute a resignation from the BOR.
- (2) A BOR member serves at the pleasure of the City Council and may be removed before the expiration of the member's term by the City Council in its sole discretion. Before removing a member, the BOR shall specify the cause for a recommendation of removal and shall give the BOR member the opportunity to present the member's defense to removal. The recommendation for the City Council to remove a BOR member shall be brought to the City Council for an official vote.

(E) Consultation with City Attorney

The City Attorney is authorized to issue to any City Official, upon reasonable request, formal written opinions regarding the applicability of the provisions of the conduct laws to an action the City Official is considering taking in the future. The BOR and/or the City Council may consult with the City Attorney or a designee of the City Attorney regarding legal issues which may arise in connection with this section and may request advisory assistance from the City Attorney in conducting hearings during any stage of the process. The City Attorney serves as legal counsel for the City Council and not any individual City Council member.

(F) Reviewing Attorney

- (1) The City Council shall approve a list of three (3) independent private attorneys recommended by the City Attorney who may individually serve as a "Reviewing Attorney" for Complaints filed under this section. The Reviewing Attorney shall be chosen by the City Manager by lot.
- (2) To be qualified, the Reviewing Attorney must be an attorney in good standing with the State Bar of Texas, have been licensed to practice in the State of Texas for at least ten (10) consecutive years, and have at least five (5) years of experience working with municipalities in Texas. The Reviewing Attorney may not be:
 - a. A City Council member or City of Wylie employee, or the spouse or domestic partner of a City Council member, Board member or City of Wylie employee;
 - b. An elected public official; or
 - c. A candidate for elected public office at the time of their service.

(G) Complaint Process

- (1) **Filing Complaints.** Any citizen of Wylie who believes that there has been a violation of the Code may file a sworn Complaint with the City Secretary. The Complaint shall:
 - a. Identify the person or persons who allegedly committed the violation;
 - b. Provide a statement of the facts on which the Complaint is based;
 - c. To the extent possible, identify the rule or rules allegedly violated; and
 - d. Be sworn to in the form of an affidavit and be based on personal knowledge of the affiant and be subject to the laws of perjury.
 - e. The Complainant may also recommend other sources of evidence that the Reviewing Attorney should consider and may request a hearing.
 - f. Complaints arising out of an event or a series of related events shall be addressed in one complaint. Complainants shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous Complaint. When two or more Complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the City may consolidate the complaints.
- (2) **Confidentiality.** No City Official shall reveal information relating to the filing or processing of a Complaint, except as required for the performance of Official duties. Documents relating to a Complaint will be maintained by the City Secretary in accordance with applicable records retention laws and are confidential, to the extent permitted by law.
- (3) **Notice / Timelines / Representation**
 - a. Days, as used herein, is defined as City business days.
 - b. All timelines provided herein must be followed, subject only to extensions approved in writing by the City Manager based on the individual circumstances surrounding the review of the Complaint.
 - c. A Complaint must be filed with the City Secretary within six (6) months of the date the Complainant knew, or with reasonable diligence should have known, of the events or series of events giving rise to the Complaint. The City Secretary shall not accept or process any Complaint that is filed more than six (6) months after the date of the violation alleged in the Complaint. Complaints not filed within this timeframe are barred and will be dismissed as untimely.
 - d. Within three (3) business days of receiving a Complaint, the City Secretary shall provide a copy of the full Complaint to the City Official who is the subject of the Complaint ("Respondent"), the City Attorney, the City Manager, and the Reviewing Attorney.
 - e. If the City Manager is not available or is implicated, the City Secretary will provide copies, as outlined herein.
 - f. The Reviewing Attorney, BOR, and/or City Council shall allow any person who is the subject of a Complaint to designate a representative if he or she wishes to be represented by someone *else* and to present evidence, according to rules adopted by the City Council.
- (4) **Frivolous Complaint**
 - a. For purposes of this section, a "frivolous complaint" is a sworn Complaint that is groundless and brought in bad faith or groundless and brought for the purpose of harassment.
 - b. By a vote of at least two-thirds of those present, the City Council may order a Complainant to show cause why the Complaint filed by the Complainant is not frivolous.
 - c. In deciding if a Complaint is frivolous, the City Council will be guided by Rule 13 of the Texas Rules Civil Procedure, and may also consider:

- i. The timing of the sworn Complaint with respect to when the facts supporting the alleged violation became known or should have become known to the Complainant, and with respect to the date of any pending election in which the Respondent is a candidate or is involved with a candidacy, if any;
 - ii. The nature and type of any publicity surrounding the filing of the sworn Complaint, and the degree of participation by the Complainant in publicizing the fact that a sworn Complaint was filed;
 - iii. The existence and nature of any relationship between the Respondent and the Complainant before the Complaint was filed;
 - iv. If Respondent is a candidate for election to office, the existence and nature of any relationship between the Complainant and any candidate or group opposing the Respondent;
 - v. Any evidence that the Complainant knew or reasonably should have known that the allegations in the Complaint were groundless; and
 - vi. Any evidence of the Complainant's motives in filing the Complaint.
 - d. Notice of an order to show cause shall be given to the Complainant, with a copy to the Respondent, and shall include:
 - i. An explanation of why the Complaint against a Respondent appears to be frivolous; and
 - ii. The date, time, and place of the hearing to be held under this section.
 - e. Before making a determination that a sworn Complaint against a Respondent is frivolous, the City Council shall hold a hearing at which the Complainant may be heard and accompanied by his or her retained counsel.
 - f. By a record vote of at least a simple majority of those present after the hearing under this section, the City Council may determine that a Complainant filed a frivolous Complaint and may recommend sanctions against that Complainant.
 - g. Before imposing a sanction for filing a frivolous Complaint, the City Council shall consider the following factors:
 - i. The seriousness of the violation, including the nature, circumstances, consequences, extent, and gravity of the violation;
 - ii. The sanction necessary to deter future violations; and
 - iii. Any other matters that justice may require.
 - h. The City Council may impose the following sanctions:
 - i. A civil penalty of not more than \$500;
 - ii. Imposition of attorneys' fees incurred by Respondent;
 - iii. Any other sanction permitted by law; and/or
 - iv. The City Council may notify the appropriate regulatory or supervisory agency for their appropriate action. This may include a referral for criminal prosecution if the facts so warrant.
- (5) Review of Complaint
- a. Within seven (7) business days of receiving the Complaint from the City Secretary, the Reviewing Attorney shall issue a written advisory opinion, dismissing or referring the Complaint to the BOR:
 - i. Dismiss the Complaint if:
 - 1. The deadline for filing a Complaint has passed;
 - 2. The accused is not subject to the Code;
 - 3. The conduct alleged is not regulated under the Code;
 - 4. The Complaint is not completed as defined herein or signed and sworn to by the person filing the Complaint in the form of an affidavit; or

5. The person who is the subject of the Complaint had obtained a waiver permitting the conduct.
 - ii. Dismissal of a Complaint under this provision is final and non-appealable.
 - iii. If the Reviewing Attorney dismisses the Complaint, the Reviewing Attorney shall forward a copy of the dismissal to the Complainant, Respondent, City Council, and the Board on which the Respondent is a member, if applicable.
 - b. If the Reviewing Attorney does not dismiss the Complaint, as provided herein, the Reviewing Attorney shall refer the Complaint and the advisory opinion to the BOR for review under this provision. The Reviewing Attorney's referral of the Complaint and advisory opinion to the BOR does not mean that any of the allegations of the Complaint are true or false or that any current City Official has or has not violated the Code.
 - c. If the Complaint is referred to the BOR for review, the Reviewing Attorney shall also copy his or her advisory opinion to the Complainant, the City Manager, and the City Attorney within seven (7) business days of receipt of the Complaint. For Complaints not dismissed by the Reviewing Attorney, and subsequently referred to the BOR, the notice to the Respondent will include notice of the Respondent's option to file a written response to the advisory opinion with the City Secretary within seven (7) business days of receipt of the opinion from the Reviewing Attorney. The City Secretary will forward the Respondent's written response to the BOR with the Complaint and the Reviewing Attorney's advisory opinion.
- (6) Board of Review Process.
- a. The BOR shall meet within forty-five (45) days of receiving a referral of a Complaint from the Reviewing Attorney, unless extended by the City Council. The BOR will review the Complaint, the Reviewing Attorney's advisory opinion, the Respondent's response (if any), and applicable City policies, ordinances, and/or other related information (the "BOR Record").
 - b. The BOR may dismiss a Complaint as provided below or, if not dismissed, refer the Complaint to the City Council for consideration as outlined herein.
- (7) The BOR Review and City Council Review / Hearing
- a. The BOR may dismiss a Complaint if:
 - i. The alleged violation is a minor or de minimis violation;
 - ii. The Complaint *is*, on its *face*, frivolous, groundless, or brought for purposes of harassment;
 - iii. The matter has become moot because the Respondent is no longer an elected official or Administrative Board or Advisory Board member; or
 - iv. The Respondent came into voluntary compliance.
 - c. The determination regarding whether a complaint is frivolous and subject to sanctions will be addressed by the City Council as outlined in Section 8(G)(3) herein.
 - d. The BOR will conduct its review of a Complaint not dismissed pursuant to paragraph 3.a.i. of this section at meetings which are open to the public.
 - e. The rules shall require the dismissal and the reason for dismissal to be submitted by the BOR in writing and available to the public within forty-five (45) days of considering the Complaint under paragraph 4.b. above, unless extended by the City Council. A dismissal under this provision by the BOR is final and non-appealable.
 - f. If the BOR does not dismiss the Complaint, the BOR will refer the Complaint, BOR Record to the City Council within forty-five (45) business days of considering the Complaint, unless extended by the City Council.

(7) City Council Review / Hearing

- a. Not later than 15 business days after the BOR forwards a Complaint to the City Council for consideration, or 15 business days after the BOR's deadline to issue a decision, the City Secretary shall notify in writing the City Council, the Complainant and the Respondent of the date, time and location of a hearing on the Complaint. Such written notice shall be sent to the Complainant and the Respondent by email, mail, and/or certified mail, return receipt requested. If the hearing is not held within 45 business days after receipt of the Complaint, the City Secretary shall notify both the Complainant and the Respondent of the reasons for the delay.
- b. All hearings shall be conducted in accordance with the Texas Open Meetings Act, Tex. Government Code Chapter 551. The City Council shall have the right to hold the hearing in open or closed session as permitted by applicable laws and regulations. Additionally, the City Council shall establish time limits and other rules of procedure for a hearing and relating to the participation of any person in the hearing. Subject to the rules of procedure established by the City Council for the hearing:
 - i. Both the Complainant and the Respondent shall have the right to a full and complete hearing with the opportunity to call witnesses and present evidence on his/her behalf.
 - ii. All proceedings of the hearing shall be recorded by audio recording if a court reporter is not used, or reduced to writing by a court reporter if present for the hearing. If a court reporter is not used, the audio recording shall be filed with the City Secretary within such time as specified by the City Council. If a court reporter is used, the court reporter's transcript of the hearing shall be filed with the City Secretary within such time as is specified by the City Council.
 - iii. The procedures established by the City Council shall allow the Complainant and the Respondent sufficient time to examine and respond to any evidence not presented to them in advance of the hearing.
 - iv. The rules shall require the City Council to schedule the hearing at a time that is reasonably convenient to both the person who submitted the Complaint and the subject of the Complaint.
- g. The City Council shall consider the BOR Record, the Complaint, the Respondent's response (if any), and the advisory opinion of the Reviewing Attorney, and evidence submitted in the course of the hearing. The final action, decision, or vote of the council with regard to the Complaint shall be taken or made only in a meeting that is open to the public. The City Council shall base its finding of whether a violation occurred on a preponderance of the evidence. Only members of the City Council present for the hearing may participate in its decision.
- h. The City Council shall consider, when it makes findings and recommendations, the severity of offense; the presence or absence of any intention to conceal, deceive, or mislead; whether the violation was deliberate, negligent, or inadvertent; and whether the incident was isolated or part of a pattern.
- i. The City Council shall dismiss a Complaint if the Complainant does not appear at the hearing and if, in the opinion of the City Council, it would be unfair to the Respondent to proceed without the Respondent having the opportunity to question and address the issues raised in the Complaint.
- j. A City Council member may not participate in the Complaint review process and/or hearing if the member is the subject of the Complaint or is the Complainant, or if the Respondent or Complainant is related to the City Council member within a prohibited level of affinity or consanguinity.

- k. The decision of the City Council is final and non-appealable.

(H) Findings / Consequences

- (1) City Officials deemed to be in violation of the Code are subject to consequences, including but not limited to the following:
 - a. Censure - If the violation did not involve a matter of public concern and the City Council finds that a violation of this Code occurred, the City Council may issue a censure of the City Official, to the extent permitted by law.
 - b. Letter of Notification - The City Council may issue a letter of notification if the City Council finds that a violation of this Code was clearly unintentional. A letter of notification must advise the City Official of any steps to be taken to avoid future violations.
 - c. Letter of Admonition - The City Council may issue a letter of admonition if the City Council finds that a violation of this Code was minor, but where the circumstances call for a more substantial response than a letter of notification.
 - d. Reprimand - To the extent permitted by law, City Council may issue a reprimand if the City Council finds that a violation of this Code was not minor and was committed intentionally or through reckless disregard.
 - e. Removal from Leadership Position - In addition to, or in place of, the consequences outlined above, the City Council may remove a City Official from any leadership position held by that City Official as a member of the body in which the City Official serves.
 - f. Removal from Administrative Boards and Advisory Boards - In addition to, or in place of, the consequences outlined above, the City Council may remove an appointed City Official from Administrative Boards and Advisory Boards.

Section 9. Other Obligations

This Code is cumulative of, and supplemental to, applicable state and federal laws and regulations. Compliance with the provisions of this Code shall not excuse or relieve any person from any obligation imposed by state or federal law regarding conduct, financial reporting, lobbying activities, or any other issue addressed herein.

Even if a City Official is not prohibited from taking official action by this Code, action may be prohibited by duly promulgated personnel rules, which may be more stringent.

Section 10. Effective Date

This Code shall take effect on January, 11, 2022, following its adoption and publication as required by law (the "Effective Date").

Section 11. Distribution and Training

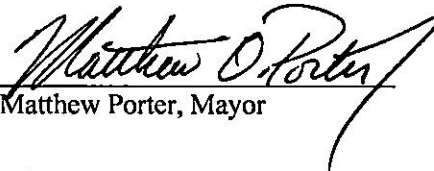
- (A) Every person shall be provided reasonable opportunity to review this Code as a condition of their candidacy and/or application to be a City Official. At the time of application for a position of City Official, every applicant shall be furnished with a copy of this Code.
- (B) Individuals seated as City Officials on the Effective Date of this Ordinance shall be bound by it and shall sign a written acknowledgement of receipt and understanding of this Code within 30 days of the Effective Date. All City Officials elected, appointed or retained following the Effective Date of this Code shall sign a written acknowledgement of receipt and understanding of this Code before

- performing any of the duties or functions of the City Official's position.
- (C) The City Attorney or City Manager as designated by the City Council shall develop educational materials and conduct educational programs for the City Officials on the provisions of this Code, the City Charter, and Chapters 171 and 176 of the Texas Local Government Code. Such materials and programs shall be designed to maximize understanding of the obligations imposed by these conduct laws.

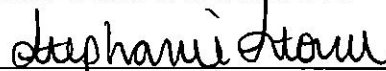
Section 12. Severability

If any provision of this Code is found by a court of competent jurisdiction to be invalid or unconstitutional, or if the application of this Code to any person or circumstances is found to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this Code which can be given effect without the invalid or unconstitutional provision or application.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS, on this 11th day of January, 2022.


Matthew Porter, Mayor

**ATTESTED AND
CORRECTLY RECORDED:**


Stephanie Storm



Date of publication in *The Wylie News* – January 19, 2022



The Farmersville Times • Murphy Monitor • The Princeton Herald • The Sachse News • THE WYLIE NEWS

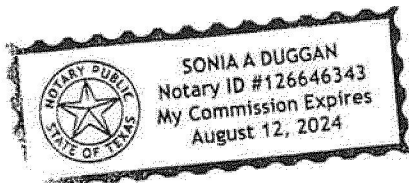
STATE OF TEXAS
COUNTY OF COLLIN

Before me, the undersigned authority, on this day personally appeared Chad Engbrock, publisher of C & S Media, dba *The Wylie News*, a newspaper regularly published in Collin County, Texas and having general circulation in Collin County, Texas, and being in compliance with Section 2051.044, Texas Government Code (a); (1), (2), (3) and (4), who being by me duly sworn, deposed and says that the foregoing attached:

City of Wylie
Legal Notice – Ordinance No. 2022-01 & Ordinance No. 2021-55
was published in said newspaper on the following date(s), to-wit:
January 19, 2022

Chad Engbrock, Publisher

Subscribed and sworn before me on this, the 20th day of January, 2022, to certify which witness my hand and seal of office.



Notary Public in and for
The State of Texas

My commission expires 08/12/2024.

**Ordinance
No. 2021-55**

An Ordinance Of The City Of Wylie, Texas, Amending Chapter 110 (Traffic And Vehicles) Of Article Vi. (Stopping, Standing, And Parking) Of Section 110-173 (Stopping, Standing, Or Parking Prohibited In Certain Places) Of The Wylie Code Of Ordinances; Creating Section 110-173 (G) Prohibiting The Stopping, Standing, Or Parking Of A Vehicle Along The North Side Of Cloudcroft Dr. From S. Ballard Ave. East To The West Property Line Of 115 Cloudcroft (Approximately 582 Feet) And The South Side Of Cloudcroft Dr. From S. Ballard Ave. East To The Point Of Intersection With Vail Ln. (Approximately 560 Feet) And On Both Sides Of Stoneybrook Dr. From S. Ballard Ave. West To The Point Of Intersection With Willow Way (Approximately 360 Feet) During Those Times Set Forth In This Ordinance; Establishing An Offense; Providing For A Penalty For The Violation Of This Ordinance; Providing For Repealing, Savings And Severability Clauses; Providing For An Effective Date Of This Ordinance; And Providing For The Publication Of The Caption Hereof.

38-1t-86li

CITY OF WYLIE**Ordinance
No. 2022-01**

An Ordinance Of The City Of Wylie, Texas, Repealing Ordinance No. 2014-19, Creating A Code Of Conduct; Providing For A Penalty For The Violation Of This Ordinance; Providing For Repealing, Savings, And Severability Clauses; Providing For An Effective Date Of This Ordinance; And Providing For The Publication Of The Caption Hereof.

ORDINANCE NO. 2022-70

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS, AMENDING WYLIE'S CODE OF ORDINANCES, ORDINANCE NO. 2021-17, AS AMENDED, CHAPTER 2 (ADMINISTRATION), ARTICLE III (OFFICERS), DIVISION 2 (CODE OF CONDUCT), SECTION 2-58 (BOARD OF REVIEW) TO AMEND THE TERM LIMITS, ADD A HOLDOVER PROVISION, AND EXCLUDE THE SERVICE OF BOARD MEMBERS SPOUSES OR DOMESTIC PARTNERS; PROVIDING FOR A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; PROVIDING FOR REPEALING, SAVINGS, AND SEVERABILITY CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE OF THIS ORDINANCE.

WHEREAS, in January 2022, the City Council of the City of Wylie, Texas ("City Council") adopted Ordinance No. 2022-01 that, among other things, established a Code of Conduct; and

WHEREAS, the City Council has investigated and determined that it would be advantageous and beneficial to the citizens of Wylie to amend Ordinance No. 2022-01 and Wylie's Code of Ordinances, Ordinance No. 2021-17, as amended, Chapter 2 (Administration), Article III (Officers), Division 2 (Code of Conduct), Section 2-58 (Board of Review); and

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS that:

SECTION 1. Findings Incorporated. The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

SECTION 2. Amendment of Wylie's Code of Ordinances, Ordinance No. 2021-17, as amended, Chapter 2, Article III, Division 2, Section 2-58, and Ordinance No. 2022-01. Chapter 2, Article III, Division 2, Section 2-58, and Ordinance No. 2022-01 are amended to read as follows:

"CHAPTER 2 (ADMINISTRATION)

...

ARTICLE III (OFFICERS),

...

DIVISION 2 (CODE OF CONDUCT)

...

Sec. 2-58. Board of Review

...

(B) Qualifications

- (1) All members must live within the City of Wylie city limits and be at least 18 years of age;

- (2) Board of Review (BOR) members may not be:
 - a. The spouse or the domestic partner of the individual filing the Complaint ("Complainant") or the individual who is the subject of the Complaint ("Respondent") is the spouse or domestic partner.
 - b. Serving on any other Council appointed Board or Commission during their term on the BOR;
 - c. A City Council member or City of Wylie employee, or the spouse or domestic partner of a City Council member, Board and Commission member, or City of Wylie employee;
 - d. An elected public official; or
 - e. A candidate for elected public office at the time of their term on the BOR.

(C) Terms of appointment / Limitations

- (1) No member shall serve on the board for more than three consecutive, two-year terms or six consecutive years, whichever is less; provided, however, that should a board member's replacement not be qualified upon the expiration of any term of a board member, then that board member shall holdover on the board until a qualified replacement board member has been appointed.
- (2) Except for a board member whose tenure has been extended by the City Council as provided above, a member who has served three consecutive, two-year terms or six consecutive years, whichever is less, on the board may be reappointed to serve on the board after being off the board for at least one year, and upon reappointment, the member is eligible to serve another three consecutive terms or six consecutive years, whichever is less. Such member is eligible, however, for appointment to a different board or commission without waiting.
- (3) BOR members shall serve until any Complaints pending during their appointed term have been fully adjudicated by the BOR.
- (4) If a person selected to serve on the BOR pursuant to this subsection cannot fulfill his or her duties as a member of the BOR due to illness, travel, disqualification under the terms outlined above, or another bona fide reason, or otherwise refuses to serve on the BOR, that person shall be requested to confirm that fact with the City Secretary in writing within 15 calendar days of receipt of the service notification. In this event, the City Secretary shall repeat the process outlined herein until a substitute has been selected.

..."

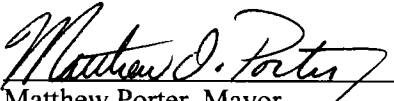
SECTION 3. Repealing/Saving. Each Ordinance referenced in this Ordinance and the Code of Ordinances shall remain in full force and effect, save and except as amended by this or any other Ordinance. All provisions of any other ordinances in conflict with this Ordinance are hereby repealed to the extent they are in conflict; but such repeal shall not abate any pending prosecution for violation of the repealed ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the ordinance. Any remaining portion of conflicting ordinances shall remain in full force and effect.

SECTION 4. Severability. Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional and/ or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. Wylie hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof, regardless of whether any one or more sections, subsections, sentences, clauses or phrases are

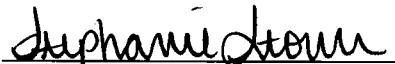
declared unconstitutional and/ or invalid.

SECTION 5. Effective Date. This Ordinance shall become effective from and after its adoption. The term limitations and other provisions set forth in Section 2 shall apply retroactively to members serving on the board referenced herein as of the effective date of this Ordinance, including those board members whose appointments were made prior to the adoption of this Ordinance.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS, on this 13th day of December, 2022.


Matthew Porter, Mayor

**ATTESTED AND
CORRECTLY RECORDED:**


Stephanie Storm





Wylie City Council

AGENDA REPORT

Department: FinanceAccount Code:

Prepared By: Melissa Brown

Subject
Discuss the Fiscal Year 2025 General Fund Budget.
Recommendation
Discussion
Discussion
Discuss with City Council the Fiscal Year 2025 General Fund Budget.

Budget Work Session Fiscal Year 2024-2025

June 25, 2024

Proposed Revenue Assumptions

Certified Total Estimated Value as of April 30: \$7,271,454,376

Certified Estimated Value of New Construction as of April 30: \$212,108,718 (equates to \$1,240,715 in revenue)

Proposed Sales Tax is a 10% increase over FY 2024 Budgeted/Projected (6 month actuals at 53%)

Assumes an estimated voter approval rate of .580111 which includes the 3.5% revenue cap plus the incremental rate

Includes \$1.5 million for EMS revenue

Includes reimbursement grants of \$1.9 million which is offset with expense

Items Included in Proposed Base Budget

	<u>Amount</u>
10% increase in health insurance	\$393,227
3% average merit increase for the General Employees (effective January 2025)	\$309,819
5% pay plan adjustments for Police and Fire (effective Mid Year 2025)	\$508,418
Public Safety step increase	<u>\$262,453</u>
Total	\$1,473,917

Notable Change to Expenditures:

Reclassification of select positions from GF Parks to 4B Parks	(\$750,000)
--	-------------

General Fund Summary

Estimated Beginning Fund Balance - 10/01/24	\$ 24,001,674
Proposed Revenues '25 (@ .580111)	65,573,508
Proposed Expenditures Base Budget '25	(64,041,605)
Recommended Requests (Recurring Expense)	(537,703)
New/Replacement Equipment One Time Uses	(994,200)
Use of Fund Balance	<u>(2,232,100)</u>
Estimated Ending Fund Balance 09/30/25	\$ 21,769,574 a)

a) Fund balance is 33% of expenditures.

New Recommendations - General Fund

Dept	Description	Amount
Personnel (Total Cost)		
5132 - Facilities	Operations Support Technician	73,838
5211 - Police	Crossing Guard	22,323
5211 - Police	Records Clerk	68,345
5241 - Emergency Comm	Public Safety Data Analyst	86,274
5313 - Code Enforcement	Code Compliance Officer	129,554
5411 - Streets	Equipment Operator II (Traffic)	78,643
5411 - Streets	Equipment Operator II (Streets)	78,727
Total		\$ 537,703
Non-Personnel		
5132 - Facilities	Building Automation System Controls	125,000
5211 - Police	Camera Replacement	300,000
5211 - Police	Advanced Body Scan	58,200
5231 - Fire	Replacement Holmatro Extraction Tools	45,000
5211 - Police	Replacement Vehicles	216,000
5411 - Streets	2023 HSIP Call For Projects - FM 544 Street Lighting and Signal Coordination	250,000
Total		\$ 994,200
Total Recommendations		\$ 1,531,903

Use of Fund Balance - General Fund

Dept	Description	Amount
5211 - Police	Armored Vehicle	170,000
5211 - Police	Vehicle Equipment FY 23/24	662,000
5231 - Fire	Replace Fleet Unit #276	140,000
5231 - Fire	Replacement Fleet #285 - Support	110,000
5261 - EMS	Replacement Ambulance	450,000
5261 - EMS	Automated CPR Devices X 4	120,000
5251 - Animal Control	Animal Services Vehicle Replacement	91,100
5313 - Code Enforcement	Code Enforcement Vehicle Replacement (2)	74,000
5411 - Streets	PTZ Camera (Stormwater)	60,000
5411 - Streets	Skid Loader / Trailer (Stormwater)	75,000
5411 - Streets	Utility Truck (Traffic)	72,000
5411 - Streets	6 Yard Dump Truck & Sander (Stormwater)	172,000
5411 - Streets	15k lb 2 Post Lift (Fleet)	16,000
5411 - Streets	Flashing Pedestrian Crossing at Hensley and Cornerstone	20,000
Total		\$ 2,232,100



Wylie City Council

AGENDA REPORT

Department: Engineering Account Code: N/A
Prepared By: Jenneen Elkhaid

Subject
Discuss the currently proposed Downtown Project Lane, parking, and sidewalk configuration.

Recommendation
Discussion.

Discussion
Discuss street widths, parking, and sidewalk configurations.



Kimley»Horn

Wylie Downtown – Phase 1

Council Meeting

June 25, 2024

Agenda

- Project History
- Phase 1 - Project Overview
- Progress to Date
- Review Lane Configuration Options
- Next Steps

Project History

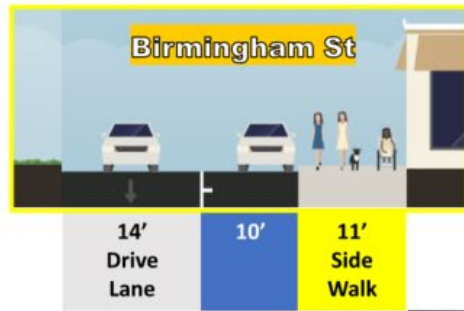
- Fall of 2022 – Council approved a traffic study for Downtown Wylie
- The study focused on converting Ballard Ave & Birmingham St from two-way to one-way
- The study included recommendations for:
 - Traffic Signals
 - Parking
 - Signage
 - Wayfinding
 - Lane geometry
- Next steps included selecting a consultant and moving forward with the design of Phase 1

Traffic Study Recommendations

Option 4a-4: Birmingham-Ballard One-Way

North Transition via Brown & South Transition via College with Parallel Parking

One-Way SB Traffic (w/ Parallel Parking)



Two-Way Traffic (w/ Parallel Parking)



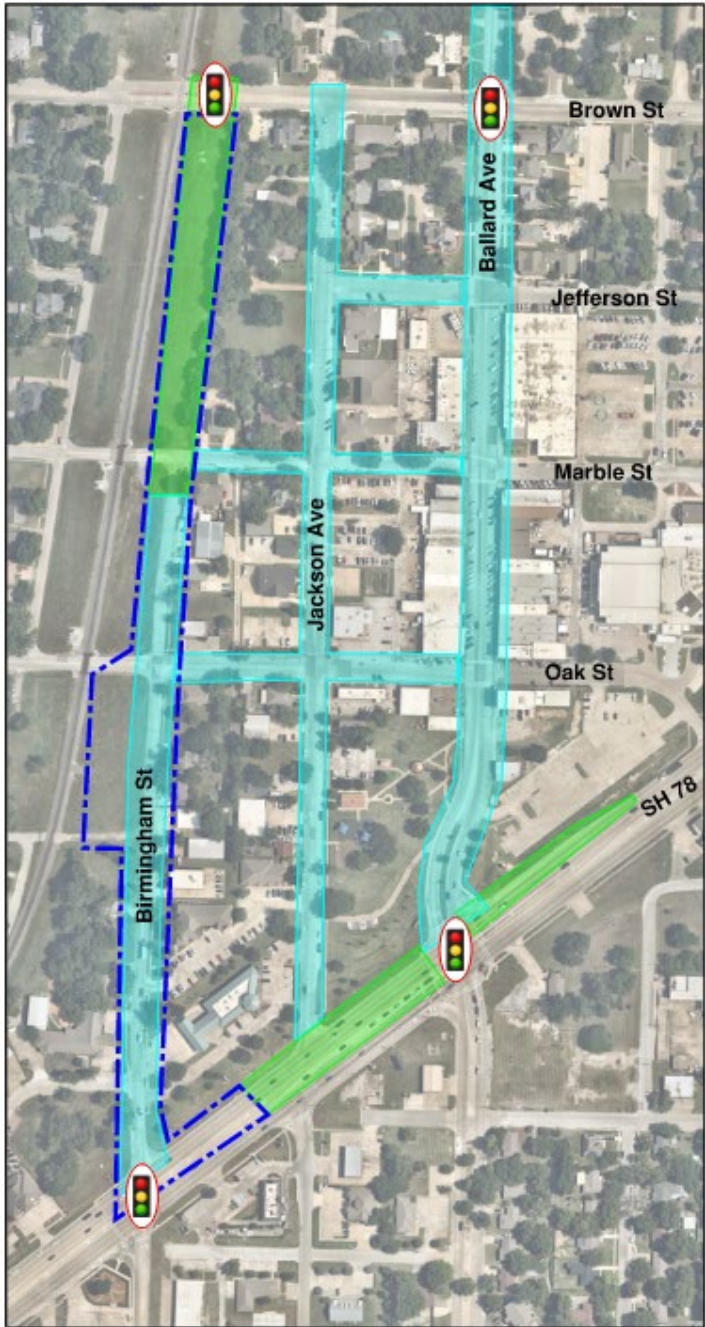
One-Way Northbound Traffic (w/ Parallel Parking)



Phase 1

Legend

-  Paving/Sidewalk
-  Signing & Striping/Wayfinding
-  Drainage Design
-  Traffic Signal Modifications



Stakeholder Meetings

- The initial part of the project includes a Downtown Implementation Strategy
- The Downtown Implementation Strategy includes recommendations for overall design character, streetscape improvements, mobility and safety improvements.



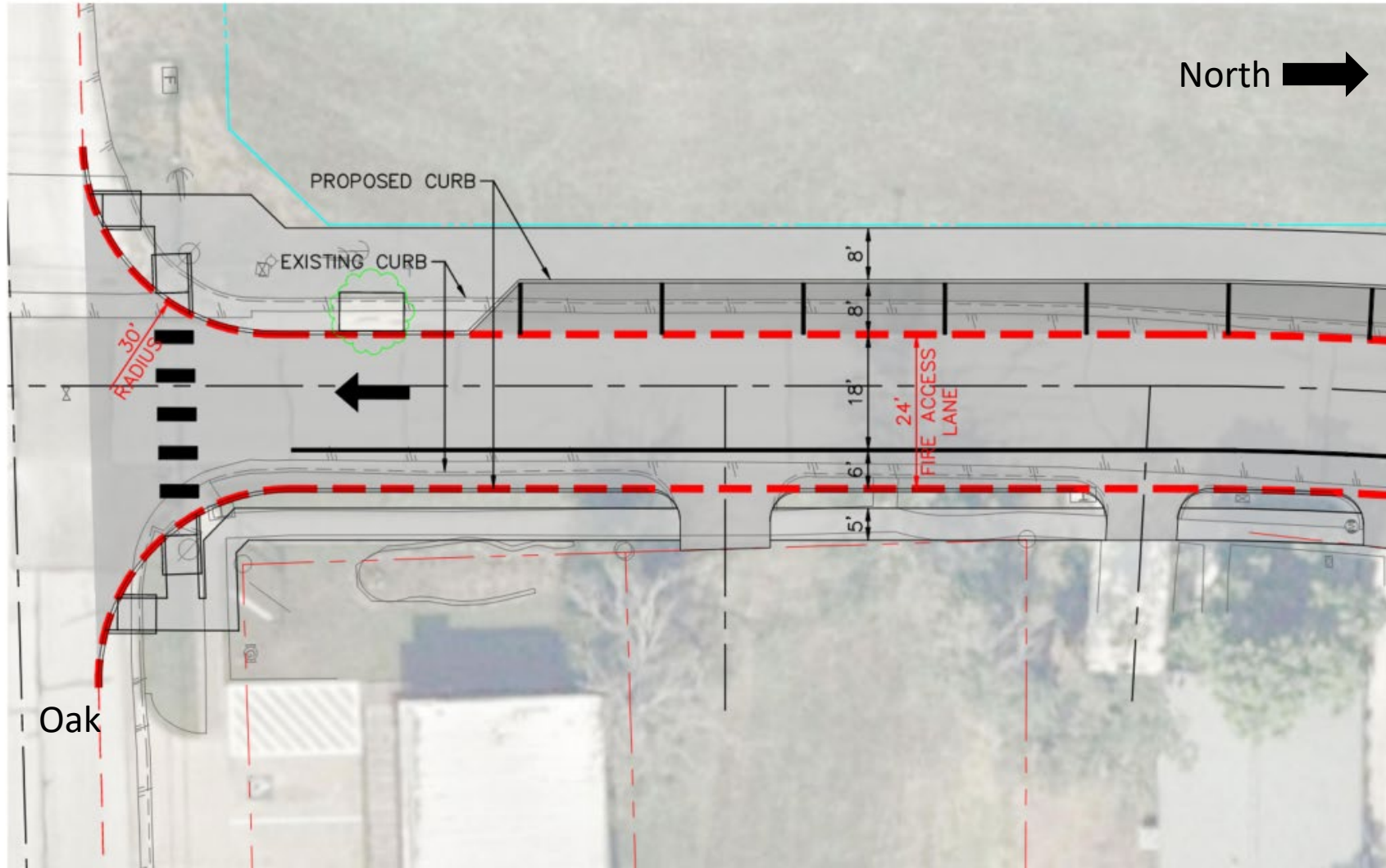
Fire Department Coordination

- Project team met with fire department on May 15th to present lane geometry with a single travel lane (15-16 feet) in each direction on Ballard & Birmingham
- Unique one-way, one travel lane is new to Wylie
- Fire department requires 24 – 26 feet of pavement per International Fire Code
- As a result of this meeting, the project team developed alternatives for consideration that satisfy fire requirements

Birmingham Street Option #1

06/25/2024 Item WS2.

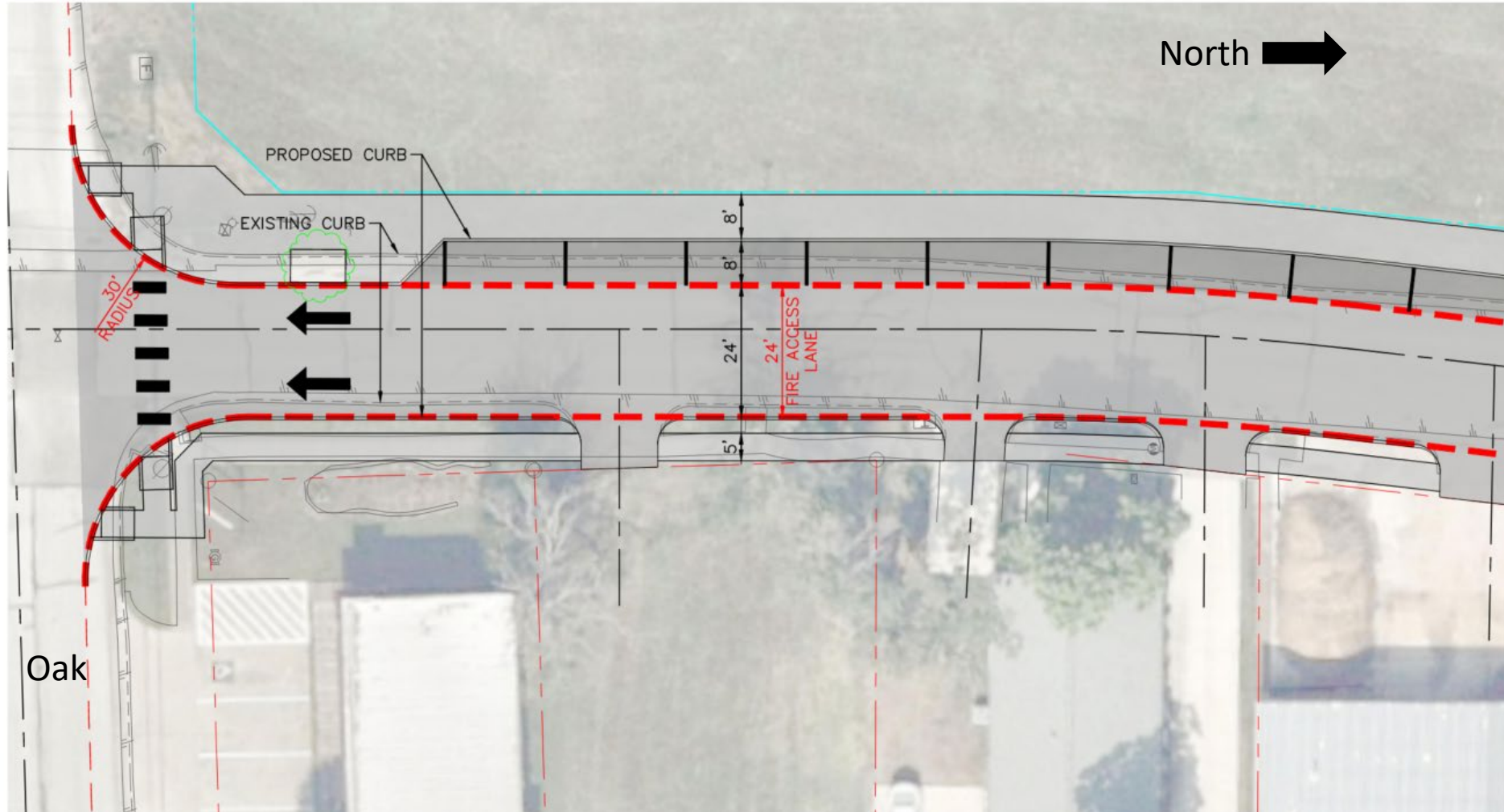
OPTION #1: One Travel Lane w/ Bike Lane



Birmingham Street Option #2

06/25/2024 Item WS2.

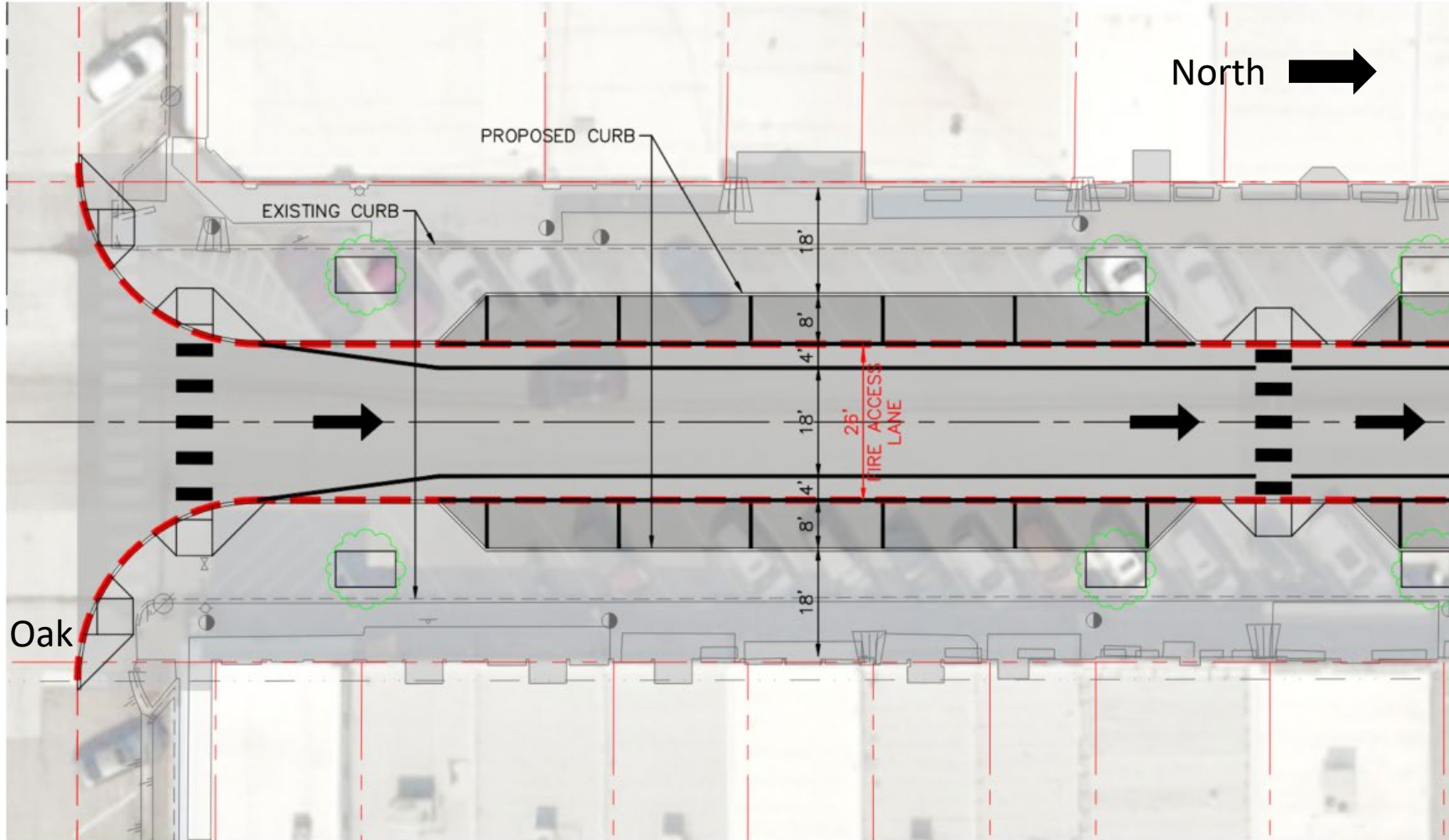
OPTION #2: Two Travel Lanes



Ballard Avenue Option #1

OPTION #1:

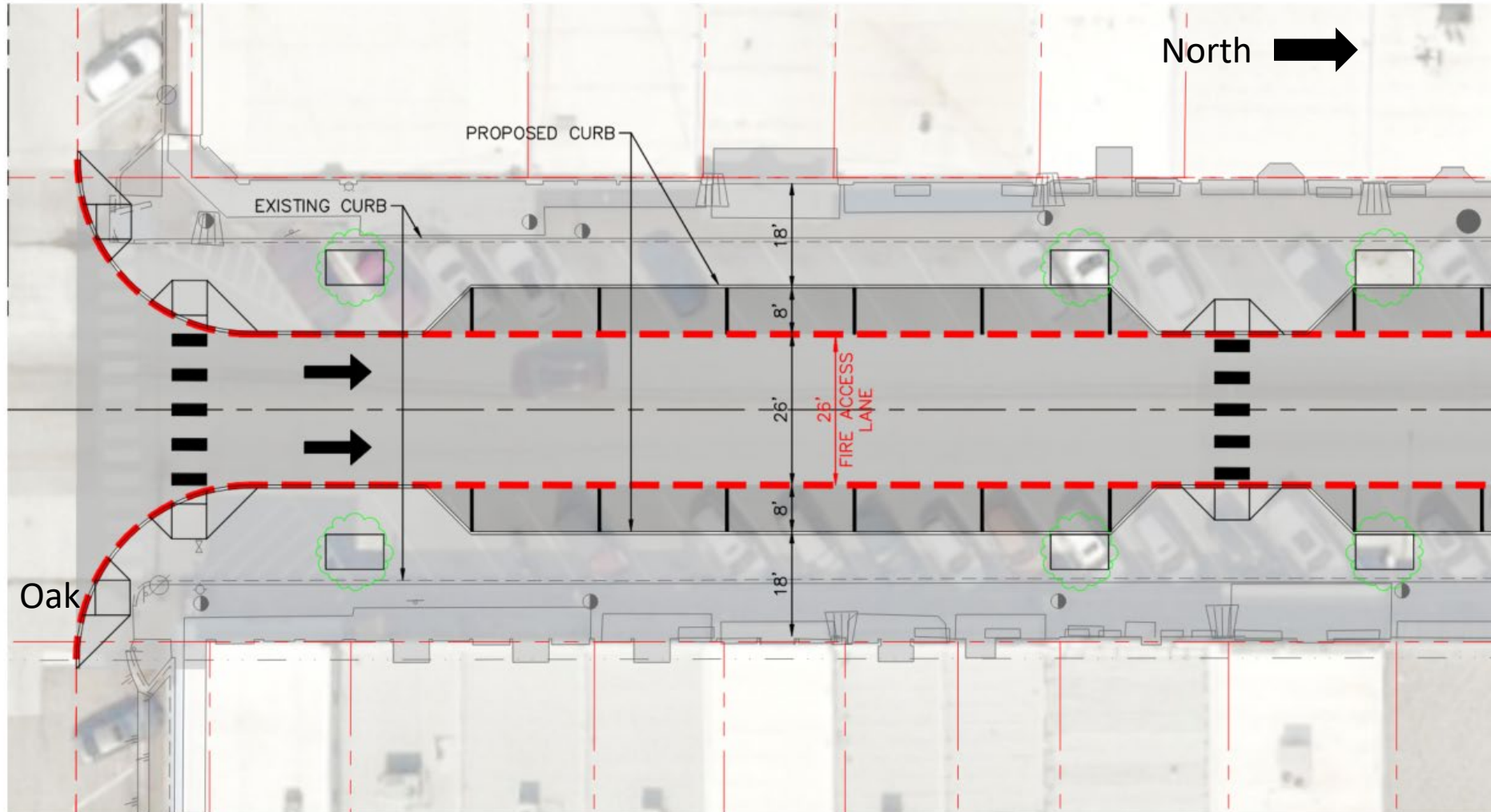
One Travel Lane w/ Buffer



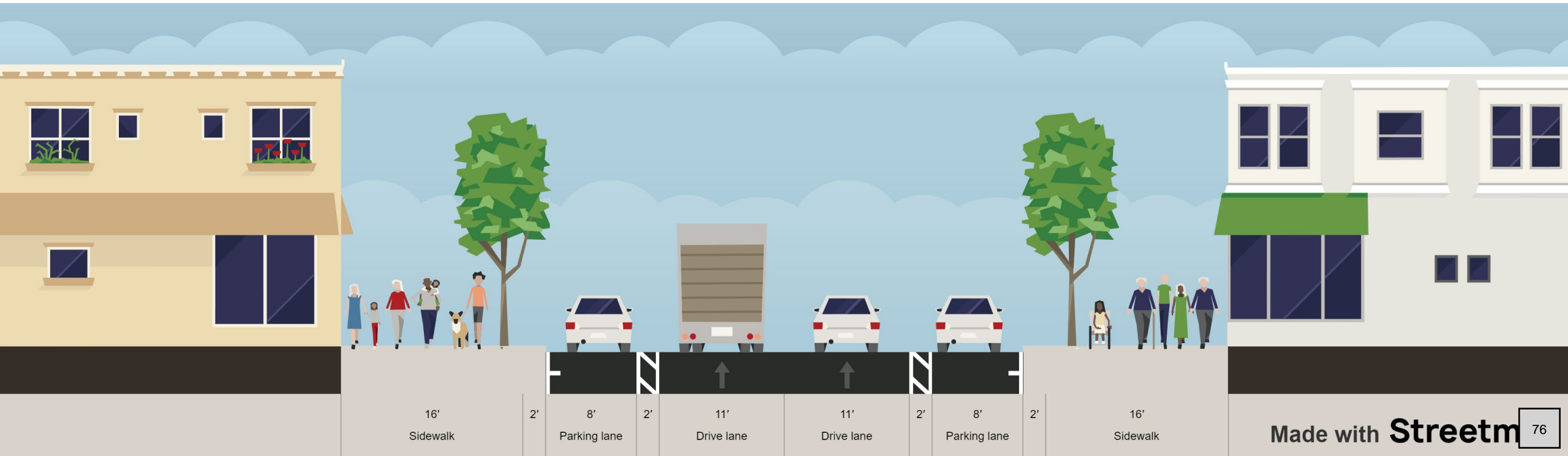
Ballard Avenue Option #2

06/25/2024 Item WS2.

OPTION #2: Two Travel Lanes



Ballard Avenue Street Section



Discussion



Wylie City Council

AGENDA REPORT

Department: City Secretary
Prepared By: Stephanie Storm

Account Code: _____

Subject

Discuss the future format for City Council and Board and Commission Meeting Minutes.

Recommendation

Direction.

Discussion

Currently, the format for the City Council and Board and Commission minutes are “detailed discussion.” With the City now live-streaming all meetings, and making them available on-demand indefinitely at this time, staff is proposing that City Council and Board and Commission meeting minutes format be “action” and not “detailed discussion” as they are now. “Action” minutes would record the decisions reached and the actions to be taken, though not recording the discussion that went into making the decisions. Staff researched surrounding entities and the majority do “action” minutes.