

# Wylie City Council Regular Meeting

January 09, 2024 – 6:00 PM

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



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## CALL TO ORDER

## INVOCATION & PLEDGE OF ALLEGIANCE

## PRESENTATIONS & RECOGNITIONS

PR1. Wylie Way Students (K-12).

## 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 December 12, 2023 Regular City Council Meeting minutes.
- B. Consider, and act upon, the City of Wylie Monthly Revenue and Expenditure Report for November 30, 2023.
- C. Consider, and place on file, the City of Wylie Monthly Investment Report for November 30, 2023.
- D. Consider, and act upon, Ordinance No. 2024-01 amending Ordinance No. 2023-39, which established the budget for fiscal year 2023-2024; providing for repealing, savings and severability clauses; and providing for an effective date of this ordinance.
- E. Consider, and act upon, a request regarding the demolition of a residential structure in accordance with Ordinance No. 2022-34. Property located at 300 N. Second St. within the Downtown Historic District.
- E. Consider, and act upon, the recommendation to reject all bids for W2024-11-A for Janitorial Services.

## REGULAR AGENDA

- 1. Hold a Public Hearing, consider, and act upon, the writing of an ordinance for a change in zoning from Multi-Family (MF) to Commercial Corridor - Special Use Permit (CC-SUP) on 0.198 acres to allow for an office use within a residential structure. Property located at 100 S 3rd Street (ZC 2023-14).
- 2. Consider, and act upon, Resolution No. 2024-01(R) of the City of Wylie, Dallas County, Texas, casting its vote for the runoff election for the fourth member of the Board of Directors of the Dallas Central Appraisal District.

## **READING OF ORDINANCES**

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

## **ADJOURNMENT**

## **CERTIFICATION**

I certify that this Notice of Meeting was posted on January 5, 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.

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*Stephanie Storm, City Secretary*

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*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

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## AGENDA REPORT

Department: City Secretary  
Prepared By: Stephanie Storm

Account Code: \_\_\_\_\_

### Subject

Consider, and act upon, approval of December 12, 2023 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

December 12, 2023 – 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 6:04 p.m. The following City Council members were present: Councilman David R. Duke, Councilman Dave Strang, Mayor *pro tem* Jeff Forrester, Councilman Scott Williams, Councilman Sid Hoover, and Councilman Gino Mulliqi.

Staff present included: City Manager Brent Parker; Deputy City Manager Renae Ollie; Assistant City Manager Lety Yanez; Assistant Fire Chief Brian Ritter; Police Chief Anthony Henderson; Community Services Director Jasen Haskins; Public Information Officer Craig Kelly; City Secretary Stephanie Storm; Public Works Director Tommy Weir; Purchasing Manager Chris Rodriguez; Finance Director Melissa Brown; City Engineer Tim Porter; Animal Control Manager Shelia Patton; and various support staff.

## INVOCATION & PLEDGE OF ALLEGIANCE

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

## 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.*

Robert Heath addressed Council expressing thanks to Angel Wygant with Wylie Economic Development Corporation, and Mike Grubbs, Building Inspector, for assisting in completing a form required by Oncor upon Final Inspection for the construction of 105 W. Jefferson.

## 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 the November 9, 2023 Special Called Meeting and the November 14, 2023 Regular City Council Meeting minutes.**
- B. **Consider, and place on file, the City of Wylie Monthly Investment Report for October 31, 2023.**
- C. **Consider, and act upon, the City of Wylie Monthly Revenue and Expenditure Report for October 31, 2023.**
- D. **Consider, and place on file, the monthly Revenue and Expenditure Report for the Wylie Economic Development Corporation as of October 31, 2023.**
- E. **Consider, and act upon, a Final Plat of Lot 1, Block A of Validus Addition, creating one industrial lot on 0.620 acres, located at 1602 Martinez Lane.**

- F. Consider, and act upon, Ordinance No. 2023-54 for a change in zoning from Commercial Corridor (CC) to Commercial Corridor - Special Use Permit (CC-SUP) on 0.4496 acres to allow for Automobile Repair Minor use. Property located at 403 S. State Highway 78 (ZC 2023-17).
- G. Consider, and act upon, Ordinance No. 2023-55 releasing a portion of the City of Wylie's Extraterritorial Jurisdiction, consisting of two tracts of land totaling 6.948 acres located on the east side of Troy Road at Elida Lane.
- H. Consider, and act upon, Ordinance No. 2023-56 approving a Buyback provision for qualified employees as permitted under the rules and regulations of the Texas Municipal System (TMRS).
- I. Consider, and act upon, Ordinance No. 2023-57 adopting non-retroactive repeating COLAs for retirees and their beneficiaries under Texas Municipal Retirement System (TMRS).
- J. Consider, and act upon, approval of the Wylie High School PTSA Pirate Dash 5K/Walk fundraiser event at Founders Park on April 13, 2024.
- K. Consider, and act upon, the approval of the purchase of school zone flasher assemblies from Paradigm Traffic Systems, in the estimated amount of \$89,250.00 through a cooperative purchasing contract with BuyBoard, and authorizing the City Manager to execute any and all necessary documents.
- L. Consider, and act upon, the approval of the purchase of an ambulance from Southern Emergency and Rescue Vehicle Sales (SERVS) in the estimated amount of \$467,344.00 through a cooperative purchasing contract with Houston-Galveston Area Council (HGAC) and authorizing the City Manager to execute any and all necessary documents.
- M. Consider, and act upon, the award of a professional services project order (PSPO) #W2024-24-I for the design of a traffic signal at the Intersection of Sachse Road and Creek Crossing Lane to Kimley-Horn & Associates, Inc. in the amount of \$65,800, and authorizing the City Manager to execute any necessary documents.
- N. Consider, and act upon, the approval of the purchase of two (2) chassis from Sam Pack's Five Star Ford for Wylie Fire Rescue in the estimated amount of \$148,243.37 through a cooperative purchasing contract with The Local Government Purchasing Cooperative (BuyBoard) and authorizing the City Manager to execute any and all necessary documents.
- O. Consider, and act upon, the approval of the renewal purchase of Annual Maintenance and Software Upgrade for Public Safety Radios and Network Recording Software from Motorola Solutions, Inc. in the estimated amount of \$134,981.38 through a cooperative purchasing contract with the Texas Department of Information Resources and authorizing the City Manager to execute any necessary documents.

#### **Council Action**

Mayor Porter requested Item F be pulled from the Consent Agenda and considered individually.

A motion was made by Councilman Williams, seconded by Mayor *pro tem* Forrester, to approve Consent Agenda Items A-E and G-D as presented. A vote was taken and the motion passed 7-0.

#### **REGULAR AGENDA**

- F. Consider, and act upon, Ordinance No. 2023-54 for a change in zoning from Commercial Corridor (CC) to Commercial Corridor - Special Use Permit (CC-SUP) on 0.4496 acres to allow for Automobile Repair Minor use. Property located at 403 S. State Highway 78 (ZC 2023-17).

### **Council Comments**

Mayor Porter recommended that a clause within the Special Use Conditions include that the Special Use Permit is allowed for the proposed user only. Councilman Strang stated that the SUP should not be transferred to anyone else if ownership changes. Councilman Williams asked if there is a downside to reverting to Commercial Corridor zoning if ownership changed. Haskins stated the only downside is if a new owner did not research and do due diligence before purchasing the property. Councilman Mulliqi expressed concern about exiting a bay door onto the street and stated that the SUP should not be transferable. Williams asked if the item could be tabled to allow the owner to be here for any questions. Haskins responded that the applicant has purchased the property, and if tabled, would push him five to six weeks out to pull permits. Mulliqi asked for clarification regarding parking outside after hours or overnight. Haskins responded that the Zoning Ordinance does not allow overnight parking.

### **Council Action**

A motion was made by Mayor Porter, seconded by Councilman Strang, to give staff direction to amend Exhibit B, SUP Conditions, under General Conditions, adding: 3. This Special Use Permit shall automatically terminate and be rescinded without further action by the City or City Council, and the property reverted to the underlying Commercial Corridor zoning, should any of the following occur: a. The specific Automotive Repair, Minor use, as proposed and operated as 1st Choice Auto and Tire, ceases normal business operation. b. The property and or business is not majority-owned, managed, or operated by Gazy Barwari or Newar Barwari (applicants). A vote was taken and the motion passed 6-1 with Councilman Mulliqi voting against it.

1. **Consider, and act upon, Resolution No. 2023-32(R) determining a public necessity to acquire certain properties for public use by eminent domain for right of way (in fee simple) and temporary construction easements and related improvements for the construction, expansion, access, repair, maintenance and replacement of a portion of approximately 1.25 miles of E. FM 544 (from north of Alfred Drive to County Line Road) roadway project, located on a portion of a 1.99-acre tract of land conveyed to Braddock Place Estates Homeowners Association, Inc. as recorded under instrument no. 20160329000367090 in the real property records of Collin County, Texas, generally located along the west side of E. FM 544 between Alanis Drive and Vinson Road, Wylie, Collin County, Texas; giving notice of an official determination to acquire certain properties for public use by eminent domain for such right of way (in fee simple), temporary construction easements and related improvements; authorizing the City Manager of the City of Wylie, Texas, to establish procedures for acquiring the right of way and easements, offering to acquire the property interests, voluntarily, from the landowner through the making of bona fide offers; appropriating funds; providing for repealing, savings and severability clauses; and providing for an effective date.**

### **Staff Comments**

City Engineer Porter addressed the Council stating the contractors have already ordered materials to move forward with construction of E. FM 544. The item before the Council is a recommendation based on a discussion with the city attorney, as well as the President of the Homeowners Association. All parties have agreed that this is the best way to move forward with this project without having to go to a vote from all the property owners within the subdivision, which a quorum may not be reached. The proposed is a small corner piece and a triangular piece near the roundabout, and an easement.

### **Council Comments**

Mayor *pro tem* Forrester confirmed that the item is a friendly Eminent Domain discussion, and all parties understand exactly what is getting ready to happen. City Engineer Porter replied that this was correct. Councilman Williams confirmed that no residents or citizens will be displaced or have any portion of their property acquired by the eminent domain and that the HOA owns the property and the property will revert to green space once the repairs are done. City Engineer Porter replied the City will maintain the two pieces of right-of-way and the property for the temporary easement will revert to the HOA to maintain. Engineering Project Manager, Jenneen Elkhaid, addressed the Council to clarify that the right-of-way property will not revert to green space as it currently stands, as the City needs a small portion at the fork with Vinson Road for the roundabout and a square piece for signal equipment at Alanis and E. FM 544.

Councilman Mulliqi asked if this would delay the start of the project. City Engineer Porter responded that the proceedings could take a little bit longer; however, the Contractor confirmed many other areas of the project could be completed, so there should not be a delay in construction. Councilman Strang asked about the consequences of not approving the item. City Engineer Porter responded that the project would be delayed, as staff would have to work with the engineer to change the design, which would increase the cost of the project.

### **Council Action**

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Mulliqi, to move that the City Council of the City of Wylie, Texas authorize the use of the power of eminent domain to acquire property, in fee simple, located in the area described and depicted in Exhibit A to the Resolution under consideration by the City Council, for the right of way and temporary construction easements and related improvements for the construction, expansion, access, repair, maintenance, and replacement of a portion of approximately 1.25 miles of E. FM 544 (from north of Alfred Drive to County Line Road) roadway project and all appurtenances related thereto. A vote was taken and the motion passed 7-0.

2. **Consider, and act upon, the award of contract W2024-16-I, Pirates Cove Playground Equipment and Poured-In-Place Surfacing to WEBUILDFUN, in the estimated amount of \$678,482.00 through a cooperative purchasing contract with BuyBoard and authorizing the City Manager to execute any necessary documents.**

### **Staff Comments**

Assistant Parks and Recreation Director Stowers addressed the Council stating that this project is for the replacement of Pirates Cove playground at Founders Park and includes several different play areas, including a pirate ship theme, an elevated play structure for five to 12-year-olds, a small pirate themed structure for two to five-year-olds, and ground level ocean of interplay structures. Stowers added, with the intent to add as many inclusive components as possible, that there will be a sensory tunnel, roller slide, inclusive swing seat, inclusive whirl, and poured-in-place surfacing which qualifies this playground as a fully certified all-inclusive playground. Stowers added the new playground will be constructed north of the current playground, which will allow for the use of the current playground while the new playground is being constructed. This will allow for future expansion of the parking lot.

### **Council Comments**

Councilman Williams asked if the proposed new playground is smaller than the current playground. Stowers replied that the new playground is more spread out instead of a continuous playground like the current playground. Councilman Mulliqi asked for estimated start and completion dates. Stowers stated that production of the material takes about two to three months, and the goal for completion is late spring or early summer. Williams asked if the cost was in line with what was budgeted. Stowers responded that the cost is \$20,000 under budget. Williams asked if the staff knew what was happening with the funds that were acquired from the Blackland Foundation. Stowers stated he did not have the information tonight and would get back with the answer as Parks and Recreation took over the Blackland Foundation, and this project is coming out of the Parks and Recreation budget.

### **Council Action**

A motion was made by Councilman Williams, seconded by Mayor *pro tem* Forrester, to approve Item 2 as presented. A vote was taken and the motion passed 7-0.

3. **Consider, and act upon, the acceptance of the resignation of Jacques Loraine III, and the appointment of a new board member to the City of Wylie Planning and Zoning Commission to fill term of December 12, 2023 to June 30, 2025.**

### **Council Comments**

Mayor *pro tem* Forrester stated that the City received a resignation from Mr. Jacques Loraine III, who currently serves on the Planning and Zoning Commission. The Council approved Commission replacement members in June 2023 to fill seats when a resignation is received.

### **Council Action**

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Strang, to accept the resignation of Jacques Loraine for the Planning and Zoning Commission and appoint Zeb Black to the remainder of the term from December 2023 to June 30, 2025. A vote was taken and the motion passed 7-0.

### **WORK SESSION**

Mayor Porter convened the Council into a Work Session at 7:00 p.m.

Mayor Porter recessed the Council into a break at 7:00 p.m.

Mayor Porter reconvened the Council into a Work Session at 7:08 p.m.

#### **WS1. Discuss the Renovation of the Animal Services Facility.**

Police Lieutenant Cotten addressed the Council giving a presentation on the Animal Services Facility renovations including the footprint, building history, current floor plan, current challenges for animals and personnel, proposed new floor plan, renovation cost, a temporary building, and structures needed for remodel, work schedule adjustments, and future planning.

Council questions and comments included costs associated with the rental of a temporary building, half of the building being able to be utilized, cost and time frame for phases, and scheduling adjustments for the staff during construction. Council recommendation was to move forward with phase one of this project, receiving a specific dollar amount for all the phases of designing and constructing, thank the staff and Animal Shelter Advisory Board members for the work they have done, would like the spending on this project to be limited to what is needed so that a brand new structure can be constructed in the future, nice design and necessary improvements, and would like more information on a permanent facility.

### **RECONVENE INTO REGULAR SESSION**

Mayor Porter reconvened the Council into Regular Session at 7:37 p.m.

### **EXECUTIVE SESSION**

Mayor Porter convened the Council into Executive Session at 7:38 p.m.

#### **Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING.**

A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on its negotiating position.

#### **ES1. Consider the sale or acquisition of properties located at Brown/Eubanks, FM 544/Cooper, FM 544/Sanden, FM 1378/Park, Jackson/Oak, Regency/Steel, State Hwy 78/Alanis, State Hwy 78/Brown, and State Hwy 78/Skyview.**

#### **Sec. 551.087. DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS; CLOSED MEETING.**

This chapter does not require a governmental body to conduct an open meeting:

(1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations;

or

(2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1).



**ES2. Deliberation regarding commercial or financial information that the WEDC has received from a business prospect and to discuss the offer of incentives for Projects: 2021-4b, 2022-1c, 2022-10c, 2023-1a, 2023-1c, 2023-2b, 2023-2d, 2023-3b, 2023-4c, 2023-5b, 2023-8a, 2023-9b, 2023-10a, 2023-11a, 2023-12a, and 2023-12b.**

### **RECONVENE INTO OPEN SESSION**

*Take any action as a result from Executive Session.*

Mayor Porter reconvened the Council into Open Session at 8:57 p.m.

### **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 captions of Ordinance Nos. 2023-54, 2023-55, 2023-56, and 2023-57 into the official record.

### **ADJOURNMENT**

A motion was made by Councilman Strang, seconded by Councilman Mulliqi, to adjourn the meeting at 9:00 p.m. A vote was taken and the motion passed 7-0.

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**Matthew Porter, Mayor**

**ATTEST:**

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**Stephanie Storm, City Secretary**



# Wylie City Council

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## 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 November 30, 2023.

### 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

11/30/2023

ACCOUNT DESCRIPTION	ANNUAL BUDGET 2022-2023	CURRENT MONTH ACTUAL 2022-2023	YTD ACTUAL 2022-2023	YTD ACTUAL AS A PERCENT OF BUDGET	Benchmark 16.67%
<b>GENERAL FUND REVENUE SUMMARY</b>					
TAXES	39,807,333	1,226,979	1,323,191	3.32%	A
FRANCHISE FEES	2,953,146	0	0	0.00%	B
LICENSES AND PERMITS	1,275,000	68,910	144,853	11.36%	
INTERGOVERNMENTAL REV.	2,590,293	555,001	556,479	21.48%	
SERVICE FEES	4,343,203	448,626	462,906	10.66%	C
COURT FEES	340,000	22,501	52,946	15.57%	
INTEREST INCOME	1,526,221	86,556	182,602	11.96%	D
MISCELLANEOUS INCOME	260,807	12,479	13,427	5.15%	
OTHER FINANCING SOURCES	2,640,204	7,079	2,647,283	100.27%	E
<b>REVENUES</b>	<b>55,736,207</b>	<b>2,428,132</b>	<b>5,383,687</b>	<b>9.66%</b>	
USE OF FUND BALANCE	0	0	0	0.00%	
USE OF CARRY-FORWARD FUNDS	1,914,392	NA	NA	NA	F
<b>TOTAL REVENUES</b>	<b>57,650,599</b>	<b>2,428,132</b>	<b>5,383,687</b>	<b>9.34%</b>	
<b>GENERAL FUND EXPENDITURE SUMMARY</b>					
CITY COUNCIL	96,401	2,706	11,073	11.49%	
CITY MANAGER	1,294,357	100,827	156,920	12.12%	
CITY SECRETARY	417,515	38,464	53,382	12.79%	
CITY ATTORNEY	170,000	17,314	17,314	10.18%	
FINANCE	1,377,712	71,309	113,482	8.24%	
FACILITIES	1,061,869	58,490	105,417	9.93%	
MUNICIPAL COURT	601,699	43,793	73,318	12.19%	
HUMAN RESOURCES	851,043	69,219	103,953	12.21%	
PURCHASING	325,350	19,668	73,867	22.70%	
INFORMATION TECHNOLOGY	2,230,036	129,027	695,923	31.21%	G
POLICE	14,164,952	1,107,896	1,658,284	11.71%	
FIRE	16,559,938	1,254,110	1,747,956	10.56%	
EMERGENCY COMMUNICATIONS	2,635,257	239,614	322,122	12.22%	
ANIMAL CONTROL	776,455	57,259	84,255	10.85%	
PLANNING	374,191	28,173	43,532	11.63%	
BUILDING INSPECTION	648,365	50,179	71,806	11.07%	
CODE ENFORCEMENT	218,297	15,336	26,051	11.93%	
STREETS	4,187,262	162,671	316,717	7.56%	
PARKS	2,825,347	188,108	283,810	10.05%	
LIBRARY	2,297,296	171,324	304,023	13.23%	
COMBINED SERVICES	5,474,257	809,668	930,628	17.00%	
<b>TOTAL EXPENDITURES</b>	<b>58,587,599</b>	<b>4,635,153</b>	<b>7,193,831</b>	<b>12.28%</b>	
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>-937,000</b>	<b>-2,207,022</b>	<b>-1,810,144</b>	<b>-2.94%</b>	
<p>A. Property Tax Collections for FY23-24 as of November 30, 2023 are 4.29%, in comparison to FY22-23 for the same time period of 6.11%. Sales tax is on a 2 month lag and has not been received.</p> <p>B. Franchise Fees: Most franchise fees are recognized quarterly with electric fees making up the majority.</p> <p>C. Service Fees: Trash fees are on a one month lag and only one month has been received. The remaining fees are from other seasonal fees.</p> <p>D. Interest Rates have remained relatively flat over the last few months.</p> <p>E. Yearly transfer from Utility Fund.</p> <p>F. 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>G. Annual maintenance agreements</p>					

## CITY OF WYLIE

## MONTHLY FINANCIAL REPORT

November 30, 2023

ACCOUNT DESCRIPTION	ANNUAL BUDGET 2022-2023	CURRENT MONTH ACTUAL 2022-2023	YTD ACTUAL 2022-2023	YTD ACTUAL AS A PERCENT OF BUDGET	Benchmark 16.67%
<b>UTILITY FUND REVENUES SUMMARY</b>					
SERVICE FEES	29,434,997	2,675,394	2,734,275	9.29%	H
INTEREST INCOME	719,896	101,312	197,876	27.49%	I
MISCELLANEOUS INCOME	70,000	2,155	4,485	6.41%	
OTHER FINANCING SOURCES				0.00%	
<b>REVENUES</b>	<b>30,224,893</b>	<b>2,778,861</b>	<b>2,936,636</b>	<b>9.72%</b>	
USE OF FUND BALANCE	0	NA	0	0	
USE OF CARRY-FORWARD FUNDS	1,449,523	NA	NA	NA	J
<b>TOTAL REVENUES</b>	<b>31,674,416</b>	<b>NA</b>	<b>2,936,636</b>	<b>9.27%</b>	
<b>UTILITY FUND EXPENDITURE SUMMARY</b>					
UTILITY ADMINISTRATION	654,545	20,139	54,610	8.34%	
UTILITIES - WATER	3,907,389	151,267	213,511	5.46%	
CITY ENGINEER	1,345,215	65,146	100,631	7.48%	
UTILITIES - SEWER	1,503,680	71,839	111,975	7.45%	
UTILITY BILLING	1,493,339	89,969	149,481	10.01%	
COMBINED SERVICES	20,287,375	144,174	2,784,378	13.72%	K
<b>TOTAL EXPENDITURES</b>	<b>29,191,543</b>	<b>542,533</b>	<b>3,414,586</b>	<b>11.70%</b>	
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>2,482,872</b>	<b>2,236,328</b>	<b>-477,951</b>	<b>-2.43%</b>	
H. Most Utility Fund Revenue is on a one month lag and only one month has been received.					
I. Interest Rates have remained relatively flat over the last few months.					
J. 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.					
K. Annual transfer to the General Fund.					



# Wylie City Council

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## AGENDA REPORT

Department: Finance

Account Code: \_\_\_\_\_

Prepared By: Melissa Brown

### Subject

Consider, and place on file, the City of Wylie Monthly Investment Report for November 30, 2023.

### 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 November 30, 2023

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	\$16,374,060.91	MMA	5.3724%	Texpool	12/31/2006	NA
2	\$16,944,576.99	MMA	5.3307%	TexStar	3/15/2011	NA
	\$33,318,637.90					

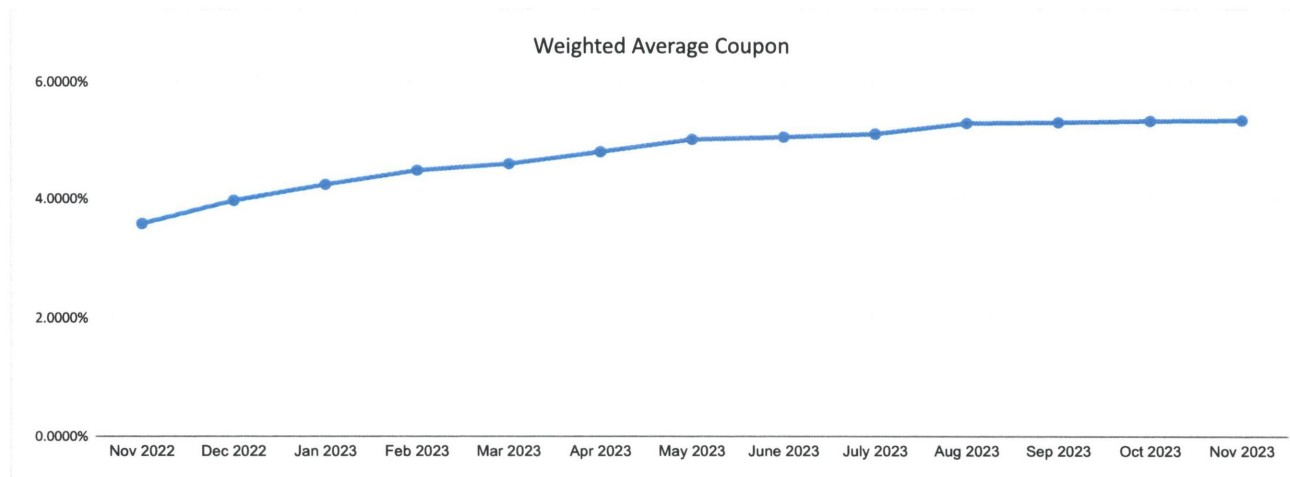
**Total**

Weighted Average Coupon:  
Weighted Average Maturity (Days):

5.3512%
1.00

Money Markets:  
Certificates of Deposits:

\$33,318,637.90
\$0.00
\$33,318,637.90



*Melinda Beaton* 1-2-24

Finance Director/Investment Officer



# Wylie City Council

## AGENDA REPORT

**Department:** Finance

**Prepared By:** Melissa Brown

**Account Code:** 611-5714-54410

### Subject

Consider, and act upon, Ordinance No. 2024-01 amending Ordinance No. 2023-39, which established the budget for fiscal year 2023-2024; providing for repealing, savings and severability clauses; and providing for an effective date of this ordinance.

### Recommendation

Motion to approve the Item as presented.

### Discussion

This request is for \$75,000 needed to replace two pumps at the Redwood Wastewater Lift Station. The Wastewater Division has already ordered one pump on October 31, 2023, and it is expected to be delivered in early January 2024. Unfortunately, recently, pump #2 stopped working due to a bad electrical winding failure. These unforeseen expenditures have made it necessary to request emergency additional funds to replace both pumps. As a result, our current FY23-24 Budget on this account will not be sufficient to operate for the entire year. Both pumps were replaced in 2011.

This amendment will increase the Utility Fund budgeted expenditures by \$75,000 and decrease the Utility Fund Fund Balance by the same amount.

**ORDINANCE NO. 2024-01****AN ORDINANCE OF THE CITY OF WYLIE, TEXAS, AMENDING ORDINANCE NO. 2023-39, WHICH ESTABLISHED THE BUDGET FOR FISCAL YEAR 2023-2024; REPEALING ALL CONFLICTING ORDINANCES; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Council heretofore adopted Ordinance No. 2023-39 setting forth the Budget for Fiscal Year 2023-2024 beginning October 1, 2023, and ending September 30, 2024; and,

**WHEREAS**, the City Departments and Divisions routinely review their budget appropriations to determine if any changes are necessary; and

**WHEREAS**, based upon said review the City staff now recommends that certain amendments to the Budget be considered by the City Council; see Exhibit A; and,

**WHEREAS**, the City Council has the authority to make amendments to the City Budget under Article VII, Section 4 of the City Charter, as well as State law; and,

**WHEREAS**, the City Council has determined that the proposed amendments to the FY 2023-2024 Budget; see Exhibit A, with the revenues and expenditures therein contained, is in the best interest of the City; and therefore, desires to adopt the same by formal action.

**NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF WYLIE, TEXAS:**

**SECTION I:** The proposed amendments to the FY 2023-2024 Budget of the City of Wylie; Exhibit A, as heretofore adopted by Ordinance No. 2024-01, are completely adopted and approved as amendments to the said FY 2023-2024 Budget.

**SECTION II:** All portions of the existing FY 2023-2024 Budget and Ordinance No. 2023-39, except as specifically herein amended, shall remain in full force and effect, and not be otherwise affected by the adoption of the amendatory ordinance.

**SECTION III:** Should any paragraph, sentence, sub-division, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than the part or parts as declared to be invalid, illegal, or unconstitutional.

**SECTION IV:** This ordinance shall be in full force and effect from and after its adoption by the City Council and publication of its caption as the law and the City Charter provide in such cases.

**SECTION V:** That all other ordinances and code provisions in conflict herewith are hereby repealed to the extent of any such conflict or inconsistency and all other provisions of the Wylie City Code not in conflict herewith shall remain in full force and effect.

**SECTION VI:** The repeal of any ordinance, or parts thereof, by the enactment of the Ordinance, shall not be construed as abandoning any action now pending under or by virtue of such ordinance; nor shall it have the effect of discontinuing, abating, modifying or altering any penalty accruing or to accrue,



nor as affecting any rights of the municipality under any section or provision of any ordinances at the time of passage of this ordinance.

**DULY PASSED AND APPROVED** by the City Council of the City of Wylie, Texas, this 9th day of January, 2024.

---

Matthew Porter, Mayor

ATTEST:

---

Stephanie Storm, City Secretary

Budget Amendment

Utility Fund - Wastewater Redwood Lift Station

Exhibit A

Fund	Department	Account Number	Account Description	Debit	Credit
611	5714	54410	Utility Plant - Sewer	75,000.00	
			Utility Fund	75,000.00	0.00



# Wylie City Council

## AGENDA REPORT

**Department:** Planning

**Prepared By:** Renae' Ollie

**Account Code:** \_\_\_\_\_

### Subject

Consider, and act upon, a request regarding the demolition of a residential structure in accordance with Ordinance No. 2022-34. Property located at 300 N. Second St. within the Downtown Historic District.

### Recommendation

Motion to approve the Item as presented.

### Discussion

**Owner:** Wylie Economic Development Corporation

**Applicant:** Jason Griener for WEDC

The current property owner proposes to demolish the existing 1,814 square foot residential structure. According to Collin County Appraisal District records, the structure was built in 1967. The property was acquired by WEDC in 2019 for redevelopment purposes as part of strategic planning efforts for the Downtown Historic District. The subject property is on the western boundary of the Highway 78 and Brown redevelopment and will bridge the new development to the existing DTH District.

The exterior material is siding and includes a wraparound porch with decorative arched columns.

The application states that the property is not of historic value. Staff reviewed the historic Sanborn Maps, and it appears the current footprint of the structure had been altered from its original shape. Redevelopment of this prime property located within the entryway into the Downtown Historic District will contribute to the charm and vibrancy of Historic Downtown Wylie while further spurring economic development for our community.

Section 6.3.E.3. of the City's Zoning Ordinance outlines the criteria for demolition as follows:

Demolition of a structure will NOT be allowed if any of the items below are met:

1. A structure is of architectural or historical interest and/or value or its removal would be detrimental to the public interest, or
2. The building contributes significantly to the character of the historic district and demolition would create a detrimental view or adversely affect the existing buildings on the block, or
3. A structure is contributing or unusual or uncommon design and materials and it could not be reproduced without great difficulty and/or expense, or
4. If its proposed replacement would not make a positive visual contribution, would disrupt the character or be visually incompatible within the historic district.

Demolition of a structure MAY be allowed if any of the following criteria is met:

1. The building has lost its architectural and historical integrity and importance and its removal will not result in a negative, less appropriate visual effect on the historic district, or

2. The structure does not contribute to the historical or architectural character and importance of the historic district (e.g. a non-contributing structure), and its removal will result in a positive, appropriate visual effect in the district.

**HRC Recommendation**

At the October 26th meeting, the board requested the item be tabled to allow for further research into the origins of the subject property. Commissioner Stowe stated that she has resources to conduct such research. Commissioner Stowe informed staff that she found some information that seems to point to the house predating the 60s but nothing definitive. She mentioned we may not be able to date this house for sure and suggested moving forward with consideration.

In addition, staff reached out to the previous owners seeking any information on the history of the property. The owner confirmed there were additions/alterations made from the original footprint of the house.

With no further questions for staff or for the applicant, the Commission voted 5-0 to recommend approval for demolition.

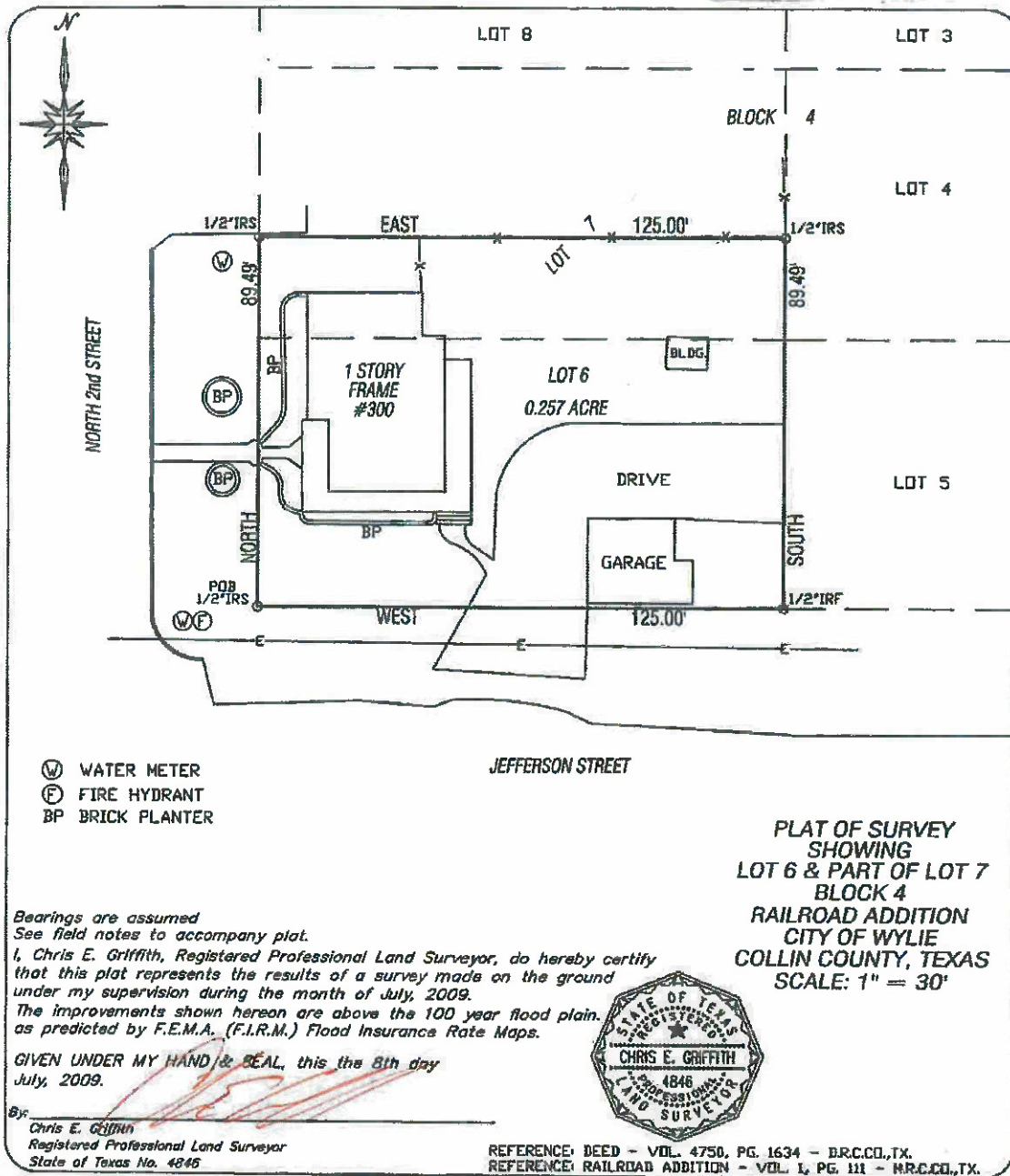












**GRIFFITH SURVEYING CO., LLC**  
 607 AVENUE B  
 LONGVIEW, TEXAS 75604  
 PH (903)295-1560 FAX (903)295-1570

**SURVEY  
 PREPARED FOR  
 TOMMY PULLIAM**

JOB NO. 09-025



# Wylie City Council

## AGENDA REPORT

Department: Purchasing  
 Prepared By: Kirby Krol

Account Code: 100-5132-56040

### Subject

Consider, and act upon, the recommendation to reject all bids for W2024-11-A for Janitorial Services.

### Recommendation

Motion to approve the Item as presented.

### Discussion

The City issued a formal Request for Proposals (“RFP”) through the electronic procurement platform and advertised the solicitation in the local newspaper in accordance with State law for Janitorial Services.

The RFP contained a variety of tasks for services customized to the requirements of each location. The RFP comprised a base bid, and included alternate items on an as needed basis where the quantities vary.

Any award considered through the solicitation was advertised as being subject to scoring criteria and budgeted funds.

Purchasing and the end-user departments completed a thorough evaluation with extensive due diligence in reviewing the proposals submitted, and have determined that moving forward with the procurement is not in the best interest of the City.

Staff recommends that the City of Wylie City Council reject all bids in accordance with Local Government Code 252.043.f.





# Wylie City Council

## AGENDA REPORT

**Department:** Planning

**Prepared By:** Jasen Haskins, AICP

**Account Code:** \_\_\_\_\_

### Subject

Hold a Public Hearing, consider, and act upon, the writing of an ordinance for a change in zoning from Multi-Family (MF) to Commercial Corridor - Special Use Permit (CC-SUP) on 0.198 acres to allow for an office use within a residential structure. Property located at 100 S. 3rd Street (ZC 2023-14).

### Recommendation

Motion to approve the Item as presented.

### Discussion

**OWNER: Robert Heath**

**APPLICANT: Better Design Resources**

The applicant is requesting to rezone 0.198 acres located at 100 S. 3rd Street. The current zoning is Multi-Family (MF) and the requested rezoning is Commercial Corridor - Special Use Permit (CC-SUP) to allow for an office use within a residential structure.

The request would allow for the applicant to preserve the architectural character of the existing home located at 100 S. 3rd Street. Records show the existing structure dates back to 1904; however, this property is not within the downtown historic district. The applicant is proposing a 400 sq. ft. addition that matches the home's existing architecture and does not change the front facing facades.

The Special Use Permit conditions allow for the architectural design standards of the existing and proposed expansion to be in compliance with the requirements for City approvals. The conditions also allow for a reduced front setback of 13'8" in lieu of the typical 25' setback. The reduced setback should not present any issues as the reason for the front setback to prevent cars in driveways from overhanging the sidewalk. This property is a rear entry and will not have that issue.

The development is to be accessed by a one way drive with an entrance on East Oak Street and exit on North 3rd Street. Seven parking stalls are provided for the office use. One ADA space will be required onsite. A fire lane is not required on site as the fire service will be provided from the public streets.

The Zoning Exhibit within this Special Use Permit shall act as the site plan for the development. Approval of the site plan is subject to additions and alterations as required by the City Engineering Department.

The Special Use Permit shall be rescinded if the structure is damaged or destroyed with an expense of restoration exceeding 75% of the repair/replacement cost of the structure or if the applicant does not maintain ownership of the property or business. The zoning will then become Commercial Corridor in line with the current Future Land Use Plan.

The adjacent property to the north and west is zoned Commercial and are developed with a vacant lot and a donut shop. The properties to the south and east are developed with single family homes. The subject property lies within the Regional Commercial sector of the Comprehensive Land Use Plan. The proposed zoning is compatible with the Plan.

Notices were sent to 16 property owners within 200 feet as required by state law. At the time of posting, two responses were received in favor and one in protest of the request, with an additional three responses in favor from outside the notification area.

**P&Z Recommendation**

The Commission asked the applicant the type of business that would be conducted in the office and the applicant responded that the office would be used as a home health care dispatch office. The Commission then voted 7-0 to recommend approval.



# Locator Map

N



ZONING CASE:

ZC 2023-14 100 S Third St. (SUP)



SUBJECT property

0 0.05 0.1 0.2 Miles



Date: 11/14/2023





**100 S 3rd****EXHIBIT “B”****Conditions For Special Use Permit****I. PURPOSE:**

The purpose of this Special Use Permit is to allow for the preservation of an existing historic residential structure by allowing the structure to be converted into a commercial office use for a home healthcare agency with the ability for the structure be used simultaneously as a residence.

**II. GENERAL CONDITIONS:**

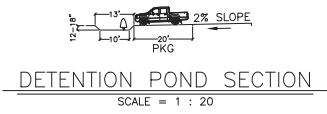
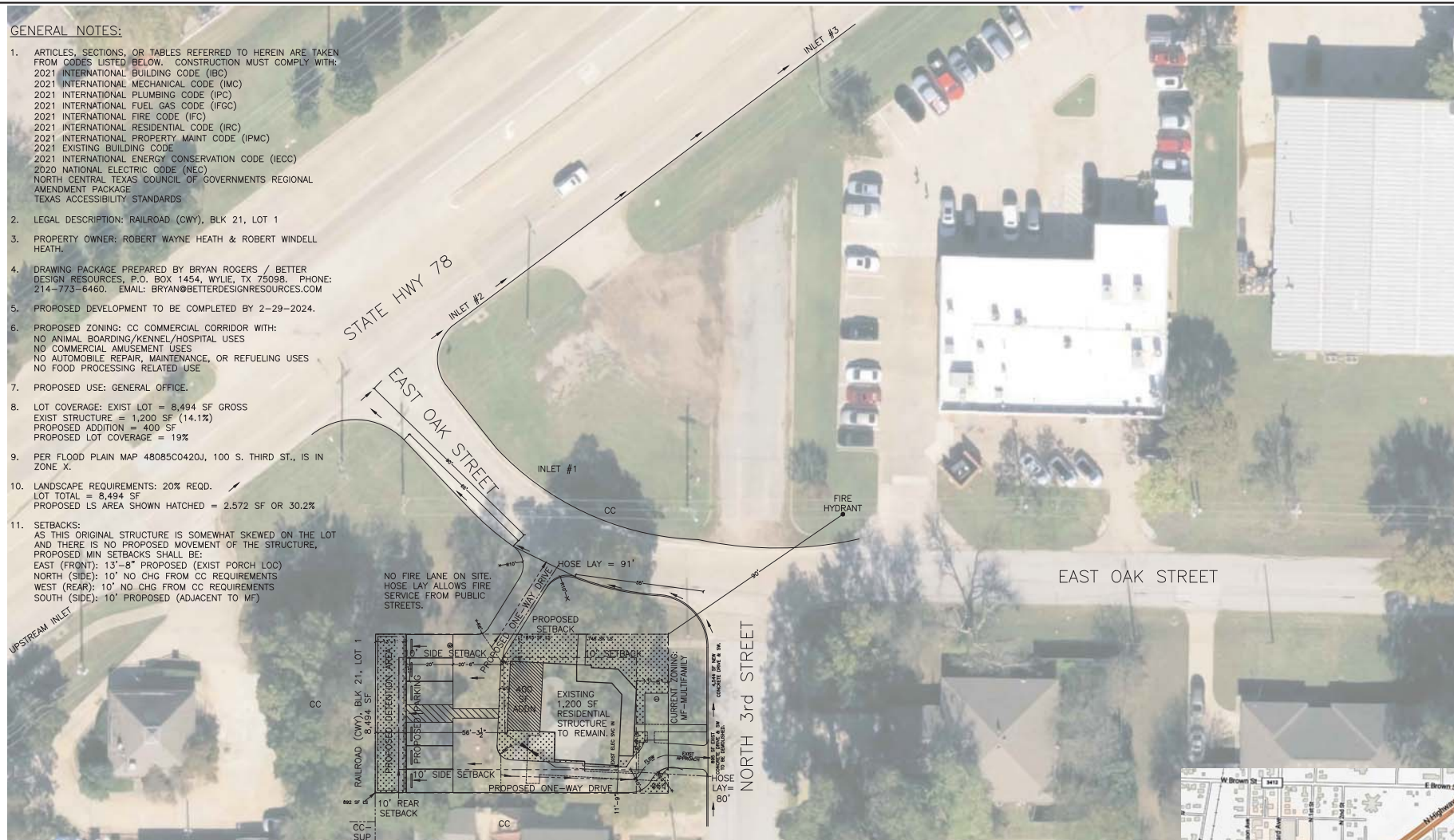
1. This Special Use Permit shall not affect any regulations of the Commercial Corridor (CC) set forth in Article 4, Section 4.1 of the Comprehensive Zoning Ordinance (adopted as of June 2023), except as specifically provided herein.
2. The design and development of the 100 S 3<sup>rd</sup> development shall be in accordance with Section 3 below and the Zoning Exhibit (Exhibit B).

**III. SPECIAL CONDITIONS:**

1. Design criteria of the Commercial Corridor (CC) Architectural Design Requirements of the Zoning Ordinance (adopted as of June 2023) shall be modified to allow for the residential structure’s material and design comprised of wood paneling and hardie board to be in compliance with the architectural design standards of the Zoning Ordinance.
2. The following uses as defined in the June 2023 Comprehensive Zoning Ordinance shall be allowed:
  - a. General Office
  - b. Single Family Dwelling (Detached)
3. Design criteria of the Commercial Corridor Development Standards of the Zoning Ordinance (adopted as of June 2023) shall be modified to allow for a front setback of 13’8” in lieu of the typical 25’ setback.

4. The Special Use Permit shall be rescinded if the structure is damaged or destroyed with an expense of restoration exceeding 75% of the repair/replacement cost of the structure. The structure shall then comply with the Commercial Corridor zoning design regulations.
5. This Special Use Permit shall automatically terminate and be rescinded without further action by the City or City Council, and the property reverted to the underlying Commercial Corridor zoning if the property and or business is not majority owned, managed, or operated by Musa Dirisu.
6. The Zoning Exhibit (Exhibit C) shall serve as the Site Plan for the development. Approval of the SUP shall act as site plan approval.

1. ARTICLES, SECTIONS, OR TABLES REFERRED TO HEREIN ARE TAKEN FROM CODES LISTED BELOW. CONSTRUCTION MUST COMPLY WITH:
  - 2021 INTERNATIONAL BUILDING CODE (IBC)
  - 2021 INTERNATIONAL MECHANICAL CODE (IMC)
  - 2021 INTERNATIONAL PLUMBING CODE (IPC)
  - 2021 INTERNATIONAL FUEL GAS CODE (IFGC)
  - 2021 INTERNATIONAL FIRE CODE (IFC)
  - 2021 INTERNATIONAL RESIDENTIAL CODE (IRC)
  - 2021 INTERNATIONAL PROPERTY MAINT CODE (IPMC)
  - 2021 EXISTING BUILDING CODE
  - 2021 INTERNATIONAL ENERGY CONSERVATION CODE (IECC)
  - 2020 NATIONAL ELECTRIC CODE (NEC)
  - 2019 NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS REGIONAL AMENDMENT PACKAGE
  - TEXAS ACCESSIBILITY STANDARDS
2. LEGAL DESCRIPTION: RAILROAD (COWY), BLK 21, LOT 1
3. PROPERTY OWNER: ROBERT WAYNE HEATH & ROBERT WINDELL HEATH.
4. DRAWING PACKAGE PREPARED BY BRYAN ROGERS / BETTER DESIGN RESOURCES, P.O. BOX 1454, WYLIE, TX 75098. PHONE: 214-773-6460. EMAIL: BRYAN@BETTERDESIGNRESOURCES.COM
5. PROPOSED DEVELOPMENT TO BE COMPLETED BY 2-29-2024.
6. PROPOSED ZONING: C2 COMMERCIAL CORRIDOR WITH:
  - NO ANIMAL BOARDING/KENNEL/HOSPITAL USES
  - NO COMMERCIAL ADVERTISING
  - NO AUTOMOBILE REPAIR, MAINTENANCE, OR REFUELING USES
  - NO FOOD PROCESSING RELATED USE
7. PROPOSED USE: GENERAL OFFICE.
8. LOT COVERAGE: EXIST LOT = 8,494 SF GROSS  
EXIST STRUCTURE = 1,200 SF (14.1%)  
PROPOSED ADDITION = 400 SF  
PROPOSED LOT COVERAGE = 19%
9. PER FLOOD PLAIN MAP 48085C0420J, 100 S. THIRD ST., IS IN ZONE X.
10. LANDSCAPE REQUIREMENTS: 20% REQD.  
LOT TOTAL = 8,494 SF  
PROPOSED LS AREA SHOWN HATCHED = 2,572 SF OR 30.2%
11. SETBACKS:  
AS THIS ORIGINAL STRUCTURE IS SOMEWHAT SKEWED ON THE LOT AND THERE IS NO PROPOSED MOVEMENT OF THE STRUCTURE, PROPOSED MIN SETBACKS SHALL BE:  
EAST (FRONT): 13'-8" PROPOSED (EXIST PORCH LOC)  
NORTH (SIDE): 10' NO CHG FROM CC REQUIREMENTS  
WEST (REAR): 10' NO CHG FROM CC REQUIREMENTS  
SOUTH (SIDE): 10' PROPOSED (ADJACENT TO MF)



ZONING EXHIBIT  
PROPOSED SITE PLAN  
SCALE = 1 : 20



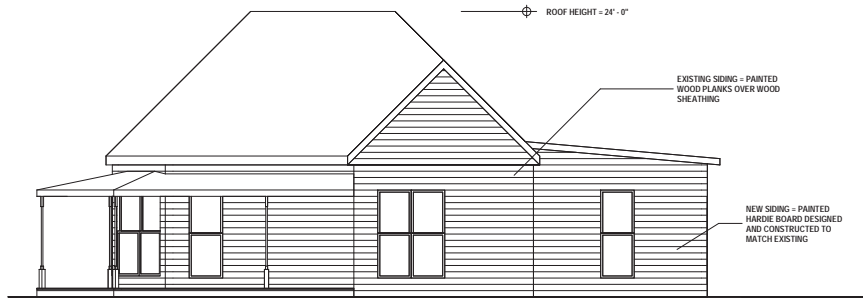
VICINITY MAP

SCALE = NONE

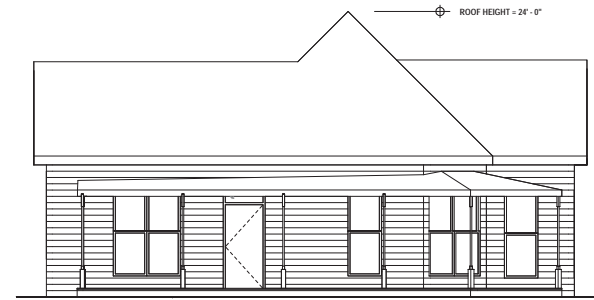


ZONING EXHIBIT FOR  
100 SOUTH THIRD STREET,  
CITY OF WYLIE, COLLIN COUNTY, TEXAS 75098

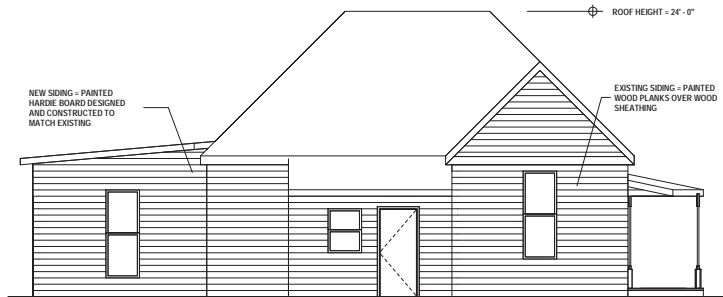
DRAWING REV: FOR: CONSTRUCTION
DRAWN BY: Bryan D. Rogers
DATE: 11-14-2023
SHEET <b>A1</b> OF



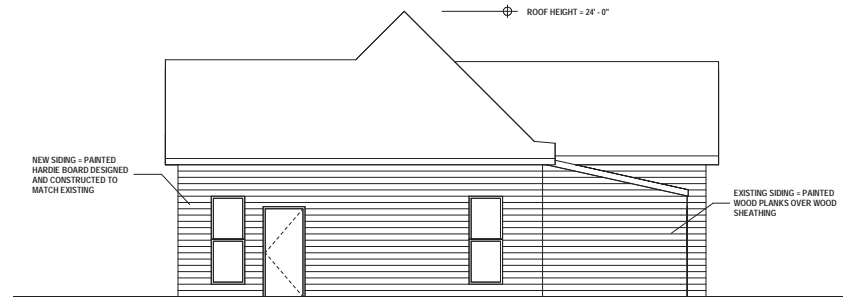
① NORTH ELEVATION  
1/4" = 1'-0"



② EAST ELEVATION  
1/4" = 1'-0"



③ SOUTH ELEVATION  
1/4" = 1'-0"



④ WEST ELEVATION  
1/4" = 1'-0"

100 S 3rd St  
02/02/17

## EXTERIOR ELEVATIONS





**Notification Map**

Map showing property lots and streets. A dashed blue circle highlights a central area. A green checkmark is located in a hatched box on lot 100, and a red X is located on lot 307. The map includes the following streets and landmarks:

- Streets:** N SECOND ST, N STATE HIGHWAY 78, E OAK ST, S SECOND ST, S THIRD ST, MASTERS AVE.
- Landmarks:** Kirby Park (bottom center).
- Property Lots:**
  - Top left: 414 -
  - Top center: 300 -
  - Top right: 421 -
  - Center left: 101 -, 103 -, 207 -, 211 -, 200 -
  - Center: 100 - (hatched box with green checkmark), 102 -, 104 -, 301 -, 305 -, 307 -, 309 -
  - Center right: 101 -, 103 -, 105 -, 102 -, 104 -, 106 -, 108 -, 110 -
  - Bottom left: 200 -
  - Bottom center: 300 - (near Kirby Park), 200 -
  - Bottom right: 401 -, 403 -, 405A -, 405B -, 405C -, 405D -, 400 - A, 400 - B, 402 - A, 402 - B, 404 - A, 404 - B, 404 - C, 406 -



## Public Comment Form

**First Name \***

Dirisu

**Middle Name**

**Last Name \***

Musa

**Address \***

Street Address

100 S 3rd St

Address Line 2

City

Wylie

State / Province / Region

TX

Postal / Zip Code

75098

**Case # \***

ZC2023-14 100 S 3rd St

**Response \***

- ☒ I am FOR the requested zoning as explained on the public notice
- ☐ I am AGAINST the requested zoning as explained on the public

**Comments**

I am strongly in support of the zoning change.

*I agree and understand that by signing the electronic signature, that it is the equivalent to my manual/handwritten signature.*

**Signature \***

**Date of Signature**

12/4/2023



## PUBLIC COMMENT FORM

***Submissions can now be made on-line at <https://records.wylietexas.gov/Forms/PublicComment>  
or by scanning the QR code in the upper right hand corner.  
(If completing the form below, please type or use black ink)***

Department of Planning  
300 Country Club Road  
Building 100  
Wylie, Texas 75098

☒ I am **FOR** the requested zoning as explained on the attached public notice for Zoning Case #2023-14.  
☐ I am **AGAINST** the requested zoning as explained on the attached public notice for Zoning Case #2023-14.  
 Please feel free to contact the Planning Department at 972.516.6320 with questions or concerns

Date, Location & Time of  
Planning & Zoning  
Commission meeting:

Tuesday, December 19, 2023 6:00 pm  
Municipal Complex, 300 Country Club Road, Building 100, Wylie, Texas

Date, Location & Time of  
City Council meeting:

Tuesday, January 09, 2024 6:00 pm  
Municipal Complex, 300 Country Club Road, Building 100, Wylie, Texas

Name: Rainbow Donut  
(please print)

Address: 101 S. 2nd St. Wylie TX.

Signature: 

Date: 12/8/2023

**COMMENTS:**

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## PUBLIC COMMENT FORM

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or by scanning the QR code in the upper right hand corner.  
(If completing the form below, please type or use black ink)**

Department of Planning  
300 Country Club Road  
Building 100  
Wylie, Texas 75098

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Please feel free to contact the Planning Department at 972.516.6320 with questions or concerns

Date, Location & Time of  
Planning & Zoning  
Commission meeting:

Tuesday, December 19, 2023 6:00 pm  
Municipal Complex, 300 Country Club Road, Building 100, Wylie, Texas

Date, Location & Time of  
City Council meeting:

Tuesday, January 09, 2024 6:00 pm  
Municipal Complex, 300 Country Club Road, Building 100, Wylie, Texas

Name: LISA EVANS  
(please print)

Address: 211 MASTERS & 207 MASTERS  
WYLLIE TX 75098

Signature: [Handwritten Signature]

Date: 12-6-2023

**COMMENTS:**

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## PUBLIC COMMENT FORM

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or by scanning the QR code in the upper right hand corner.  
(If completing the form below, please type or use black ink)***

Department of Planning  
300 Country Club Road  
Building 100  
Wylie, Texas 75098

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☐ I am **AGAINST** the requested zoning as explained on the attached public notice for Zoning Case #2023-14.

Please feel free to contact the Planning Department at 972.516.6320 with questions or concerns

Date, Location & Time of  
Planning & Zoning  
Commission meeting:

Tuesday, December 19, 2023 6:00 pm  
Municipal Complex, 300 Country Club Road, Building 100, Wylie, Texas

Date, Location & Time of  
City Council meeting:

Tuesday, January 09, 2024 6:00 pm  
Municipal Complex, 300 Country Club Road, Building 100, Wylie, Texas

Name:

DeDe Brown  
(please print)

Address:

108 N Ballard  
Wylie, TX. 75098

Signature:

DeDe Brown

Date:

12-19-2023

### COMMENTS:

Wylie needs more office space.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## PUBLIC COMMENT FORM

***Submissions can now be made on-line at <https://records.wylietexas.gov/Forms/PublicComment>  
or by scanning the QR code in the upper right hand corner.  
(If completing the form below, please type or use black ink)***

Department of Planning  
300 Country Club Road  
Building 100  
Wylie, Texas 75098

  *JA*   I am **FOR** the requested zoning as explained on the attached public notice for Zoning Case #2023-14.  
       I am **AGAINST** the requested zoning as explained on the attached public notice for Zoning Case #2023-14.

Please feel free to contact the Planning Department at 972.516.6320 with questions or concerns

Date, Location & Time of  
Planning & Zoning  
Commission meeting:

Tuesday, December 19, 2023 6:00 pm  
Municipal Complex, 300 Country Club Road, Building 100, Wylie, Texas

Date, Location & Time of  
City Council meeting:

Tuesday, January 09, 2024 6:00 pm  
Municipal Complex, 300 Country Club Road, Building 100, Wylie, Texas

Name: \_\_\_\_\_

*Jon Lewis*  
(please print)

Address: \_\_\_\_\_

*7055 Bennett Rd*  
*Wylie, TX 75098*

Signature: \_\_\_\_\_

*Jon Lewis*

Date: \_\_\_\_\_

*12/19/23*

**COMMENTS:**

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## Public Comment Form

**First Name \***

Lindsey

**Middle Name**

**Last Name \***

Jones

**Address \***

Street Address

307 masters avenue

Address Line 2

City

Wylie

State / Province / Region

TX

Postal / Zip Code

75098

**Case # \***

ZC2023-14 100 S 3rd St

**Response \***

- ☐ I am FOR the requested zoning as explained on the public notice
- ☒ I am AGAINST the requested zoning as explained on the public

**Comments**

*I agree and understand that by signing the electronic signature, that it is the equivalent to my manual/handwritten signature.*

**Signature \***

A stylized, handwritten electronic signature in black ink on a light gray background.

**Date of Signature**

11/27/2023



# Wylie City Council

## AGENDA REPORT

Department: City Secretary  
 Prepared By: City Secretary

Account Code: \_\_\_\_\_

### Subject

Consider, and act upon, Resolution No. 2024-01(R) of the City of Wylie, Dallas County, Texas, casting its vote for the runoff election for the fourth member of the Board of Directors of the Dallas Central Appraisal District.

### Recommendation

Motion to approve Resolution No. 2024-01(R) of the City of Wylie, Dallas County, Texas, casting its vote for the runoff election for \_\_\_\_\_ as the fourth member of the Board of Directors of the Dallas Central Appraisal District.

### Discussion

State law requires the Chief Appraiser to conduct an election of representatives to the Board of Directors in odd numbered years. The process outlined in the Texas Property Tax Code requires the election to be conducted and the individual entities notified of the results once the process is complete. The election process requires a runoff. The current tally indicates Michael Hurtt of Desoto received 11, and Brett Franks of Sachse received 4 of the 22 votes cast. Since there was no one candidate receiving 16 votes (majority of the 30 votes eligible), a runoff election is necessary between the two finishers: Michael Hurtt of Desoto and Brett Franks of Sachse.

The City of Wylie has one vote that they may cast for a candidate to the Board of Directors of the Dallas Central Appraisal District.

Council is asked to adopt a resolution casting its votes for a candidate for the Board of Directors of the Dallas Central Appraisal District.



**RESOLUTION NO. 2024-01(R)****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WYLIE, DALLAS COUNTY, TEXAS, CASTING ITS VOTE FOR THE FOURTH MEMBER OF THE BOARD OF DIRECTORS OF THE DALLAS CENTRAL APPRAISAL DISTRICT.**

**WHEREAS**, Dallas County eligible taxing entities have expressed and approved an option which allows for representation to the Appraisal District Board of Directors (in accordance with Section 6.03 of the Texas Property Tax Code) as follows:

1. The City of Dallas shall appoint one (1) member of the Board.
2. The Dallas Independent School District shall appoint one (1) member to the Board.
3. The Dallas County Commissioners Court shall appoint one (1) member to the Board. The member appointed by the Dallas County Commissioners Court shall not be a resident of either the City of Dallas or the Dallas Independent School District.
4. Each of the incorporated cities and towns, except for the City of Dallas, shall have the right to nominate by an official resolution one (1) candidate as the fourth member of the Board of Directors. The said cities and towns shall, from the nominations received, elect by a majority vote, with each city and town being entitled to one (1) vote, the fourth member of the Board of Directors.
5. Each of the school districts, and the Dallas County Community College District, except the Dallas Independent School District, shall have the right to nominate by an official resolution one (1) candidate as the fifth member of the Board of Directors. The said school districts shall, from the nominations received, elect by a majority vote, with each school district and the community college district being entitled to one (1) vote, the fifth member of the Board of Directors.

The votes required for election to the Board of Directors in 4 and 5 hereof shall be by a majority of those authorized to vote in 4 and 5 respectively and not by a majority of the quorum; and

**WHEREAS**, the City of Wylie, Texas does hereby cast its vote by marking the ballot below (check one only):

- ☐ **Brett Franks (city of Sachse)**  
☐ **Michael Hurtt (cities of Seagoville and Carrollton)**

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Wylie does hereby confirm its one (1) vote for the election of \_\_\_\_\_ as the suburban cities' representative to the Board of Directors of the Dallas Central Appraisal.

**DULY PASSED AND APPROVED**, by the City Council of the City of Wylie, Texas on this 9th day of January 2024.

\_\_\_\_\_  
 Matthew Porter, Mayor

**ATTEST:**

\_\_\_\_\_  
 Stephanie Storm, City Secretary