

# Wylie City Council Regular Meeting

June 23, 2026 – 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 (U.S. AND TEXAS FLAGS)

## PRESENTATIONS & RECOGNITIONS

PR1. Presentations for Outgoing Wylie Board and Commission Members.

PR2. Oath of Office for Incoming Board and Commission Members.

PR3. 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 the June 9, 2026 Regular City Council Meeting minutes.
- B. Consider, and place on file, the City of Wylie Monthly Revenue and Expenditure Report for May 31, 2026.
- C. Consider, and act upon, a Preliminary Plat of Lot 1, Block A of Wylie I.S.D. CTE & AG Center Addition, establishing one agricultural lot on 37.818 acres, property located at 1301 Hensley Lane.
- D. Consider, and place on file, the City of Wylie Monthly Investment Report for May 31, 2026.
- E. Consider, and act upon, the contract amendment for PSPO #W2023-83-E for additional waterline design for the Waterline Rehabilitation Project for Briarwood Drive and Hilltop Lane to RJN Group, Inc., in the amount of \$161,850.00 and authorizing the City Manager to execute any necessary documents.
- F. Consider, and act upon, the approval of Agreement No. W2026-67 for the purchase of Water Meters, Parts, and Related Equipment for a one (1) year term with two (2) one-year renewal options for Utility Billing in the estimated amount of \$301,668.26 from Core and Main, LP through an established cooperative purchasing agreement, and authorizing the City Manager to execute any and all necessary documents.

## REGULAR AGENDA

1. Hold a Public Hearing, to consider, and act upon, the writing of an ordinance for a change of zoning from Commercial Corridor (CC) to Commercial Corridor - Special Use Permit (CC-SUP), to allow for a minor auto repair use on 1.275 acres located at 7940 E. Parker Road (ZC 2026-05).
2. Hold a Public Hearing, to consider, and act upon, the writing of an ordinance for a change of zoning from Neighborhood Services (NS) to Neighborhood Services - Special Use Permit (NS-SUP), to allow for convenience store and motor vehicle fueling station use on 3.53 acres generally located on the northeast corner of Country Club and Park Blvd. (ZC 2026-06).
3. Hold a Public Hearing, to consider, and act upon, the writing of an Ordinance amending Zoning Ordinance (2023-23), Article 5, Sections 5.1 Land Use Charts, 5.2 Listed Uses, and Article 7 General Development Regulations, as they relate to existing and new listed uses (ZC 2026-04).
4. Consider, and act upon, Ordinance No. 2026-25 of the City Of Wylie, Texas, amending Wylie's Code Of Ordinances, Ordinance No. 2021-17, as amended, amending Ordinance No. 2025-04, as amended, Chapter 22 (Building And Building Regulations), Article XX (Sign Regulations); amending regulations governing the erection, maintenance, and operation of signs; defining terms; providing a penalty clause, Savings/Repealing Clause, Severability Clause and an effective date; and providing for the publication of the caption hereof.
5. Consider, and act upon, the approval of an increase to the contract contingency in the amount of \$951,395.00, representing seven percent (7%) of the contract amount for Contract W2023-99-B, East FM 544 Road Reconstruction Project, to provide funding for future change orders, and authorizing the City Manager to execute any and all necessary documents.
6. Consider, and act upon, nominations for a primary and an alternate member to serve on the North Central Texas Council of Governments (NCTCOG) Regional Transportation Council (RTC) of the Dallas/Fort Worth area for the cities of Allen, Rowlett, Sachse, Wylie, Murphy, Lucas, Parker, and Lavon.

## **WORK SESSION**

- WS1. Joint Work Session with the Citizens Bond Advisory Committee to discuss the Committee's recommendations.
- WS2. Discuss Potential Public Safety Facilities for Consideration in Upcoming Bond Election.
- WS3. Center for Public Safety Management Overview.
- WS4. Discuss the FY 2027 Budget for the General Fund, Utility Fund, and 4B Sales Tax Fund.

## **RECONVENE INTO REGULAR SESSION**

## **EXECUTIVE SESSION**

### **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 Ballard/Brown, Brown/Eubanks, FM 544/Cooper, FM 544/Sanden, FM 1378/Brown, 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: 2021-11b, 2022-10d, 2024-8d, 2024-12c, 2025-4a, 2025-9a, 2025-10f, 2026-2l, 2026-4b, 2026-5a, and 2026-6d.

**Sec. 551.074. PERSONNEL MATTERS; CLOSED MEETING.**

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

- (1) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or
  - (2) to hear a complaint or charge against an officer or employee.
- (b) Subsection (a) does not apply if the officer or employee who is the subject of the deliberation or hearing requests a public hearing.

ES3. City Manager Quarterly Evaluation.

**RECONVENE INTO OPEN SESSION**

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

**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 June 16, 2026, 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

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## AGENDA REPORT

Department: City Secretary  
Prepared By: Stephanie Storm

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

### Subject

Consider, and act upon, approval of the June 9, 2026 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 09, 2026 – 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 6:00 p.m. The following City Council members were present: Junior Mayor Kacen Beck, Councilman David R. Duke, Councilman Dave Strang, Councilman Todd Pickens, Councilman Sid Hoover, and Mayor *Pro Tem* Gino Mulliqi. Councilman Scott Williams was absent.

Staff present included: City Manager Brent Parker; Deputy City Manager Renae Ollie; Assistant City Manager Lety Yanez; Assistant Fire Chief Brian Ritter; Finance Director Melissa Brown; Marketing and Communications Director Craig Kelly; City Secretary Stephanie Storm; Police Chief Anthony Henderson; Parks and Recreation Director Carmen Powlen; Library Director Ofilia Barrera; Community Services Director Jasen Haskins; Assistant Public Works Director Lavonte Childs; Operations Director James Brown; and various support staff.

## INVOCATION & PLEDGE OF ALLEGIANCE (U.S. AND TEXAS FLAGS)

Mayor Porter led the invocation, and Mayor *Pro Tem* Mulliqi led the Pledge of Allegiance to the U.S. and Texas Flags.

## PRESENTATIONS & RECOGNITIONS

### PR1. Junior Mayor for the Day - Kacen Beck.

Mayor Porter introduced Junior Mayor Kacen Beck and presented a challenge coin for serving as “Mayor for the Day.”

### PR2. Shining the Wylie Way Students - Term 4.

Mayor Porter and Mayor *Pro Tem* Mulliqi presented a medallion to two students who demonstrated “Shining the Wylie Way.” Every nine weeks, one student from each WISD campus is chosen as the “Wylie Way Student.”

### PR3. Presentation and update on the Taste of Wylie and proceeds benefiting 5 Loaves Ministries, Amazing Grace Food Pantry, Wylie Community Christian Care Center, and Hope for the Cities.

Special Events Coordinator Mary Ann Olson presented a \$46,072.48 check to representatives from Hope for the Cities, Wylie Christian Care Center, Amazing Grace Food Pantry, and 5 Loaves Ministries from the proceeds of Taste of Wylie.

### PR4. American Legion Hale-Combest Post 315 wishes to recognize Darren E. James, Lt Col (Retired) USAF, and Charles Brooks McFarland Jr., Col (Retired) USAF.

American Legion Hale-Combest Post 315 recognized Darren E. James, Lt Col (Retired) USAF, and Charles Brooks McFarland Jr., Col (Retired) USAF, for the commitment and pride that each commander has instilled in the cadets under their command in the Junior Reserve Officers' Training Corps (JROTC).

**PR5. Juneteenth 2026.**

Mayor Porter proclaimed June 19, 2026, as Juneteenth in Wylie, Texas. Tonya Johnson, a member of the Juneteenth Organization of Wylie, was present and invited the community to attend Wylie's 7th Annual Juneteenth Freedom Celebration, which will be held on Saturday, June 13th, from 10:00 a.m. to 3:00 p.m. in Olde City Park.

**COMMENTS ON NON-AGENDA ITEMS**

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There were no persons 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 the May 26, 2026 Regular City Council Meeting minutes.**
- B. Consider, and place on file, the Animal Shelter Advisory Board report to the City Council.**
- C. Consider, and act upon, approval of a Memorandum of Understanding (MOU) between the City of Wylie and Friends of Rescue Animals as it relates to a volunteer program for the Animal Shelter, and authorizing the City Manager to execute any necessary documents.**
- D. Consider, and act upon, Ordinance No. 2026-24 amending Chapter 78 (Parks and Recreation), Article V (Park Regulations), Division 1 (Generally), Section 78-101 (Hours Open to the Public) of the Wylie Code of Ordinances, Ordinance No. 2021-17, as amended, to include that the municipal outdoor pickleball courts shall be open to the general public only between the hours of 6:00 a.m. and 10:00 p.m.**

**Council Action**

A motion was made by Mayor *Pro Tem* Mulliqi, seconded by Councilman Pickens, to approve the Consent Agenda as presented. A vote was taken, and the motion passed 6-0 with Councilman Williams absent.

**REGULAR AGENDA**

- 1. Interview applicants for Board of Review vacancies for a term to begin July 1, 2026 and end June 30, 2028.**

**Council Comments**

Board of Review applicants Hassan Butt, Mark Booth, Pete Maziarz, and Robert Hunter were present for interviews with the City Council.

Ksenia Stepankina and Marc Chang Yen were not present for interviews.

**Council Action**

No action was taken regarding this item.

- 2. Consider, and act upon, appointments to fill the Board of Review vacancies for a term to begin July 1, 2026, and end June 30, 2027/2028.**

**Council Action**

A motion was made by Mayor *Pro Tem* Mulliqi, seconded by Councilman Pickens, to appoint Mark Booth, Pete Maziarz, and Robert Hunter, and alternate Bonnie Tinsley (one-year term) for the Board of Review vacancies for a term to begin July 1, 2026, and end June 30, 2027/2028. A vote was taken, and the motion passed 6-0 with Councilman Williams absent.

3. **Consider, and act upon, the recommendations of the 2026 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, 2026 and end June 30, 2027/28/29.**

**Council Action**

A motion was made by Mayor *Pro Tem* Mulliqi, seconded by Councilman Strang, to appoint the following members to the Animal Shelter Advisory Board: reappoint Priscilla Muhoho and Susan Cranford; appoint Abigail Campbell as Replacement 1; and appoint Michael Innella as Replacement 2. A vote was taken, and the motion passed 6-0 with Councilman Williams absent.

A motion was made by Mayor *Pro Tem* Mulliqi, seconded by Councilman Strang, to appoint the following members to the Construction Code Board: reappoint Todd Cranford and Jon Ennis; appoint Dipu Harilal to replace Ronald Frantom, Nathan Planchon to replace Franklin McMurrin as Alternate 1, and Mitchell Huffman to replace Akbar Shaik as Alternate 3. A vote was taken, and the motion passed 6-0 with Councilman Williams absent.

A motion was made by Mayor *Pro Tem* Mulliqi, seconded by Councilman Strang, to appoint the following members to the Historic Review Commission: reappoint Tommy Todd and Allison Stowe; appoint Jennifer Cleveland to replace Edwin Caffrey, Amanda Smith as Replacement 1, and Donald Dennis as Replacement 2. A vote was taken, and the motion passed 6-0 with Councilman Williams absent.

A motion was made by Mayor *Pro Tem* Mulliqi, seconded by Councilman Strang, to appoint the following members to the Library Board: reappoint Brian Ortiz and Justin Strauch; and appoint Billy Joe Ketner to replace Toshia Kimball, Jennifer Waits as Replacement 1, and Carrie Duck as Replacement 2. A vote was taken, and the motion passed 6-0 with Councilman Williams absent.

A motion was made by Mayor *Pro Tem* Mulliqi, seconded by Councilman Strang, to appoint the following members to the Parks and Recreation Board: reappoint C'ne Turner, Matthew Busick, and Nicholas Puente; appoint Amanda Hardy as Replacement 1 and Benjamin Wrobbel as Replacement 2. A vote was taken, and the motion passed 6-0 with Councilman Williams absent.

A motion was made by Mayor *Pro Tem* Mulliqi, seconded by Councilman Strang, to appoint the following members to the Parks and Recreation 4B Board: reappoint Sid Hoover, Matthew Porter, and Auston Foster; appoint Richard Miller to replace Whitney McDougall, Matthew Wilson as Replacement 1, and Jennifer Duffey as Replacement 2. A vote was taken, and the motion passed 6-0 with Councilman Williams absent.

A motion was made by Mayor *Pro Tem* Mulliqi, seconded by Councilman Strang, to appoint the following members to the Planning and Zoning Commission: reappoint Zewge Kagnev and Harold Gouge; and appoint Michael Schwerin to replace Franklin McMurrin, Daniel Marengo to replace Keith Scruggs, Michael McCrossin as Replacement 1, and John Barndt as Replacement 2. A vote was taken, and the motion passed 6-0 with Councilman Williams absent.

A motion was made by Mayor *Pro Tem* Mulliqi, seconded by Councilman Strang, to appoint the following members to the Public Arts Advisory Board: reappoint Gloria Suarez; appoint Joel Walters to replace Manoj Padhi, James Bell to replace Chantelle McMurrin, Mary Nitschke to replace Steve Shank, Brandon Iker as Replacement 1, and Janet Tucker as Replacement 2. A vote was taken, and the motion passed 6-0 with Councilman Williams absent.

A motion was made by Mayor *Pro Tem* Mulliqi, seconded by Councilman Strang, to appoint the following members to the Wylie Economic Development Corporation Board: reappoint Harold Smith. A vote was taken, and the motion passed 6-0 with Councilman Williams absent.

A motion was made by Mayor *Pro Tem* Mulliqi, seconded by Councilman Strang, to appoint the following members to the Zoning Board of Adjustment: appoint Meera Gayle to replace Richard Covington, Brandon Frosch to replace Gordon Hikel, Steven Crate to replace Luca Pareti as Alternate 1, and Doug Moore to replace Meera Gayle as Alternate 2 (one-year term). A vote was taken, and the motion passed 6-0 with Councilman Williams absent.

Mayor Porter thanked members of the 2026 Boards and Commissions Interview Panel (Mayor *Pro Tem* Mulliqi, Councilman Duke, and Councilman Strang).

4. **Consider, and act upon, nominations for a primary and an alternate member to serve on the North Central Texas Council of Governments (NCTCOG) Regional Transportation Council (RTC) of the Dallas/Fort Worth area for the cities of Allen, Rowlett, Sachse, Wylie, Murphy, Lucas, Parker, and Lavon.**

#### **Council Comments**

Mayor Porter expressed his willingness to continue serving as the Primary Representative to the RTC, with Michael Schaeffer, Council member with the City of Allen, continuing as the Alternate Representative. Porter stated the City may choose to appoint a new primary representative and/or alternate representative.

#### **Council Action**

A motion was made by Mayor *Pro Tem* Mulliqi, seconded by Councilman Strang, to nominate Mayor Matthew Porter as the primary member and Allen Councilmember Michael Schaeffer as the alternate member to serve on the North Central Texas Council of Governments (NCTCOG) Regional Transportation Council (RTC) of the Dallas/Fort Worth area for the cities of Allen, Rowlett, Sachse, Wylie, Murphy, Lucas, Parker, and Lavon. A vote was taken, and the motion passed 6-0 with Councilman Williams absent.

Mayor Porter convened the Council into a break at 7:27 p.m.

Mayor Porter reconvened the Council into Regular Session at 7:39 p.m.

#### **WORK SESSION**

Mayor Porter convened the Council into a Work Session at 7:39 p.m.

#### **WS1. Wylie Public Works and Engineering Department overview.**

Assistant Public Works Director Childs presented an overview of the department's divisions; org chart; statistics; strategic focus areas on streets and fleet; fleet replacement criteria; project updates on McMillen Road, E. FM 544, Stone Road, FM 2514 (Parker Road/North Ballard), Outer Loop, Dogwood/Briarwood/Hilltop, Park Boulevard, Downtown, Kreymer Lane, 2023 Highway Safety Improvement Program (HSIP) 544 Corridor, and 2025 Highway Safety Improvement Program (HSIP) 78 Corridor; facilities: utilization of space including Public Works, Parks, and Animal Control Complex; equipment; and striping; and responded to Council questions.

#### **WS2. Discuss FY 2027 General Fund Budget.**

City Manager Parker presented an overview of the Fiscal Year 2026-27 General Fund budget, including proposed revenue assumptions, items included in the proposed base budget, General Fund revenues and expenditures, facts to consider, and responded to Council questions. Parker requested direction regarding public safety compensation adjustments to maintain police, fire, and dispatch salaries at 100% of peer city averages, as previously directed by Council.

Council discussion included consideration of future multi-year insurance contracts, narrow-network options, additional employee cost-sharing measures, options for maintaining services, using fund balance for one-time expenditures, and potentially reducing or delaying non-essential services or projects in future years. Additional discussion focused on operational efficiencies, potential attrition strategies, procurement improvements, technology efficiencies, and the possibility of conducting an independent efficiency study. Parker noted that many operational and staffing decisions would require Council policy direction. Council requested additional information from staff regarding peer city salary comparisons, health insurance structures, and compensation data. The Mayor encouraged Council members to continue reviewing budget information, engage with community members, and provide additional feedback to staff prior to future budget discussions.

Mayor Porter convened the Council into a break at 9:31 p.m.

Mayor Porter reconvened the Council into Work Session at 9:40 p.m.

### **WS3. Discuss 2026 Wylie Championship Rodeo.**

City Manager Parker and Wylie Area Chamber of Commerce CEO Tina Stelnicki presented information regarding the potential hosting of the 2026 Wylie Championship Rodeo on City property. The Chamber requested the City of Wylie's consideration of the proposal due to ongoing improvements at the WISD property, which will prevent the rodeo from being hosted there in 2026. Staff and the Chamber representatives responded to Council questions regarding the proposal.

Council expressed concerns about the proposed location, primarily regarding safety; however, Council indicated an interest in assisting the Wylie Area Chamber of Commerce with exploring alternative locations, including sites near Public Works and Community Park, or farther east on the Municipal Complex property.

### **RECONVENE INTO REGULAR SESSION**

Mayor Porter reconvened the Council into Regular Session at 9:55 p.m.

### **EXECUTIVE SESSION**

Mayor Porter convened the Council into Executive Session at 9:55 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. Discuss the Relocation of the Stonehaven House.**

### **RECONVENE INTO OPEN SESSION**

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

Mayor Porter convened the Council into Open Session at 10:20 p.m. and read the following statement: "After discussion in Executive Session the Council has made a determination with a consensus of that Council that we are going to stop contractual negotiations with the Wylie Historical Society with regard to the Stonehaven House. The Council would also like to set the record straight at no time has there been a desire or plan by the Council to cause damage to, or demolish the Stonehaven House, and there is no plan to do so in the future. At this time, the Council has made the determination that we would like to pause and reassess our options with the Stonehaven House to ensure the preservation of this historic Wylie landmark."

### **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. 2026-24 into the official record.

**ADJOURNMENT**

A motion was made by Councilman Strang, seconded by Mayor *Pro Tem* Mulliqi, to adjourn the meeting at 10:22 p.m. A vote was taken, and the motion passed 6-0 with Councilman Williams absent.

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

**ATTEST:**

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



# 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 Revenue and Expenditure Report for May 31, 2026.

### 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, 2026

ACCOUNT DESCRIPTION	ANNUAL BUDGET 2025-2026	CURRENT MONTH ACTUAL 2025-2026	YTD ACTUAL 2025-2026	YTD ACTUAL AS A PERCENT OF BUDGET	Benchmark 66.67%
<b>GENERAL FUND REVENUE SUMMARY</b>					
TAXES	48,362,681	1,074,938	42,269,870	87.40%	A
FRANCHISE FEES	3,056,091	238,609	2,149,548	70.34%	B
LICENSES AND PERMITS	787,000	51,167	550,136	69.90%	C
INTERGOVERNMENTAL REV.	4,142,845	507,924	2,194,492	52.97%	D
SERVICE FEES	7,054,326	690,370	4,635,353	65.71%	E
COURT FEES	368,800	49,079	338,859	91.88%	
INTEREST INCOME	1,190,864	90,420	508,019	42.66%	F
MISCELLANEOUS INCOME	259,060	5,886	336,741	129.99%	
OTHER FINANCING SOURCES	3,003,910	68,030	3,057,074	101.77%	G
<b>REVENUES</b>	<b>68,225,577</b>	<b>2,776,422</b>	<b>56,040,091</b>	<b>82.14%</b>	
USE OF FUND BALANCE	0	0	0	0.00%	
USE OF CARRY-FORWARD FUNDS	929,417	NA	NA	NA	H
<b>TOTAL REVENUES</b>	<b>69,154,994</b>	<b>2,776,422</b>	<b>56,040,091</b>	<b>81.04%</b>	
<b>GENERAL FUND EXPENDITURE SUMMARY</b>					
CITY COUNCIL	111,062	4,912	72,727	65.48%	
CITY MANAGER	1,545,747	170,471	964,420	62.39%	
CITY SECRETARY	669,388	60,531	361,203	53.96%	
CITY ATTORNEY	300,000	17,027	103,868	34.62%	
FINANCE	1,601,682	124,143	1,132,163	70.69%	I
FACILITIES	1,177,053	100,363	716,990	60.91%	
MUNICIPAL COURT	713,524	75,366	429,284	60.16%	
HUMAN RESOURCES	978,757	93,850	617,594	63.10%	
PURCHASING	378,978	38,736	234,015	61.75%	
INFORMATION TECHNOLOGY	2,783,164	270,697	1,943,622	69.83%	J
POLICE	17,540,352	1,932,928	11,077,813	63.16%	
FIRE	15,211,696	1,519,719	9,766,681	64.21%	
EMERGENCY COMMUNICATIONS	3,294,437	203,924	1,556,214	47.24%	
ANIMAL CONTROL	989,282	61,534	478,368	48.36%	
EMERGENCY MEDICAL SERVICES	3,068,881	301,905	1,914,504	62.38%	
PLANNING	460,144	47,948	278,695	60.57%	
BUILDING INSPECTION	624,177	62,411	366,826	58.77%	
CODE ENFORCEMENT	378,306	33,306	197,574	52.23%	
STREETS	4,977,787	339,253	2,680,878	53.86%	
PARKS	2,651,579	196,451	1,343,768	50.68%	
LIBRARY	2,875,161	285,964	1,779,739	61.90%	
COMBINED SERVICES	6,574,372	311,284	3,637,607	55.33%	
<b>TOTAL EXPENDITURES</b>	<b>68,905,526</b>	<b>6,252,721</b>	<b>41,654,554</b>	<b>60.45%</b>	
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>249,468</b>	<b>-3,476,298</b>	<b>14,385,538</b>	<b>20.58%</b>	
A. Property tax payments are at 99.22% for fiscal year 2025-26 compared to 98.95% for same time last year. Sales tax is on a 2 month lag and six months have been received. Sales tax is .73% higher than same time last year.					
B. Franchise Fees: Most franchise fees are recognized quarterly with electric fees making up the majority. FEC yearly payment has been received.					
C. Licenses and Permits are down 24% from same time last year.					
D. Intergovernmental Rev: The majority of intergovernmental revenues come from WISD reimbursements which are billed quarterly and Fire Services which are billed quarterly and annually.					
E. Service Fees: Trash fees billed in October are applicable towards FY 2024-25 revenue and seven months have been received. The remaining fees are from other seasonal fees.					
F. Interest Rates have gone down since budget was developed in June.					
G. Yearly transfer from Utility Fund.					
H. Largest Carry Forward items: \$257,314 for Hail Damage Vehicle Repair, \$317,939 for Armored Vehicle, \$160,000 for Striping of Country Club, \$107,900 for 2023 TXDOT HSIP FM544 Program Signals and Lights, \$123,208 Dump Truck					
I. Annual appraisal and audit fees.					
J. Annual maintenance agreements					

## CITY OF WYLIE

## MONTHLY FINANCIAL REPORT

May 31, 2026

ACCOUNT DESCRIPTION	ANNUAL BUDGET 2025-2026	CURRENT MONTH ACTUAL 2025-2026	YTD ACTUAL 2025-2026	YTD ACTUAL AS A PERCENT OF BUDGET	Benchmark 66.67%
<b>UTILITY FUND REVENUES SUMMARY</b>					
SERVICE FEES	33,948,189	2,591,981	18,139,929	53.43%	K
INTEREST INCOME	1,138,074	89,364	616,958	54.21%	L
MISCELLANEOUS INCOME	70,000	1,645	67,019	95.74%	
OTHER FINANCING SOURCES				0.00%	
<b>REVENUES</b>	<b>35,156,263</b>	<b>2,682,990</b>	<b>18,823,906</b>	<b>53.54%</b>	
USE OF FUND BALANCE	0	NA	0	0	
USE OF CARRY-FORWARD FUNDS	117,464	NA	NA	NA	M
<b>TOTAL REVENUES</b>	<b>35,273,727</b>	<b>NA</b>	<b>18,823,906</b>	<b>53.37%</b>	
<b>UTILITY FUND EXPENDITURE SUMMARY</b>					
UTILITY ADMINISTRATION	832,297	64,255	502,495	60.37%	
UTILITIES - WATER	3,571,039	258,789	1,470,156	41.17%	
CITY ENGINEER	1,580,208	87,397	587,936	37.21%	N
UTILITIES - SEWER	2,611,123	180,119	1,207,743	46.25%	
CUSTOMER SERVICE	2,202,755	153,396	1,169,646	53.10%	
COMBINED SERVICES	24,138,199	3,060,110	17,426,372	72.19%	O
<b>TOTAL EXPENDITURES</b>	<b>34,935,621</b>	<b>3,804,067</b>	<b>22,364,348</b>	<b>64.02%</b>	
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>338,105</b>	<b>-1,121,076</b>	<b>-3,540,443</b>	<b>-10.65%</b>	
<p>K. Most Utility Fund Revenue billed in October was applicable to FY 2024-25. Only seven months have been received. Largest water usage is in the summer.</p> <p>L. Interest Rates have gone down since the budget was developed in June.</p> <p>M. Largest Carry Forward items: \$40,337 Dogwood Waterline Replacement Design, \$27,247 Stormwater Fee Study, \$90,000 SCADA Upgrades</p> <p>N. Hilltop Briarwood waterline design has not been started - \$280,000</p> <p>O. Annual transfer to the General Fund.</p>					



# Wylie City Council

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## AGENDA REPORT

**Department:** Community Development  
**Prepared By:** Jasen Haskins

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

### Subject

Consider, and act upon, a Preliminary Plat of Lot 1, Block A of Wylie I.S.D. CTE & AG Center Addition, establishing one agricultural lot on 37.818 acres, property located at 1301 Hensley Lane.

### Recommendation

Motion to approve the Item as presented.

### Discussion

**OWNER: Wylie Independent School District**

**APPLICANT: RLK Engineering**

The applicant has submitted a Preliminary Plat to create Lot 1, Block A, of the Wylie I.S.D. CTE & AG Center addition on 37.818 acres. The property is located at 1301 Hensley Lane. The purpose of the Preliminary Plat is to create one lot for the development of a career and technical education building and an agricultural center for the Wylie Independent School District. The property is zoned Agricultural (AG/30) and allows for the proposed use by right.

The Preliminary Plat document includes a fire lane and an access easement that loops around the site, with access from Hensley Lane. A secondary access easement for compliance with fire code regulations is provided, connecting to an existing driveway on the adjacent property to the south.

The Plat shall also dedicate utility easements for water and sewer lines and fire hydrants for the development.

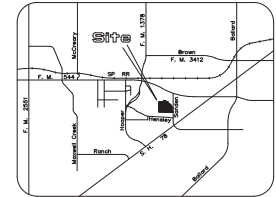
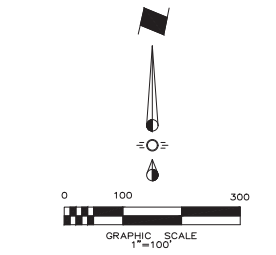
The P&Z Commission approved a site plan for the development on June 2, 2026.

The Plat is technically correct and complies with all provisions of the City of Wylie Subdivision Regulations. Approval is subject to additions and alterations as required by the City Engineering Department.

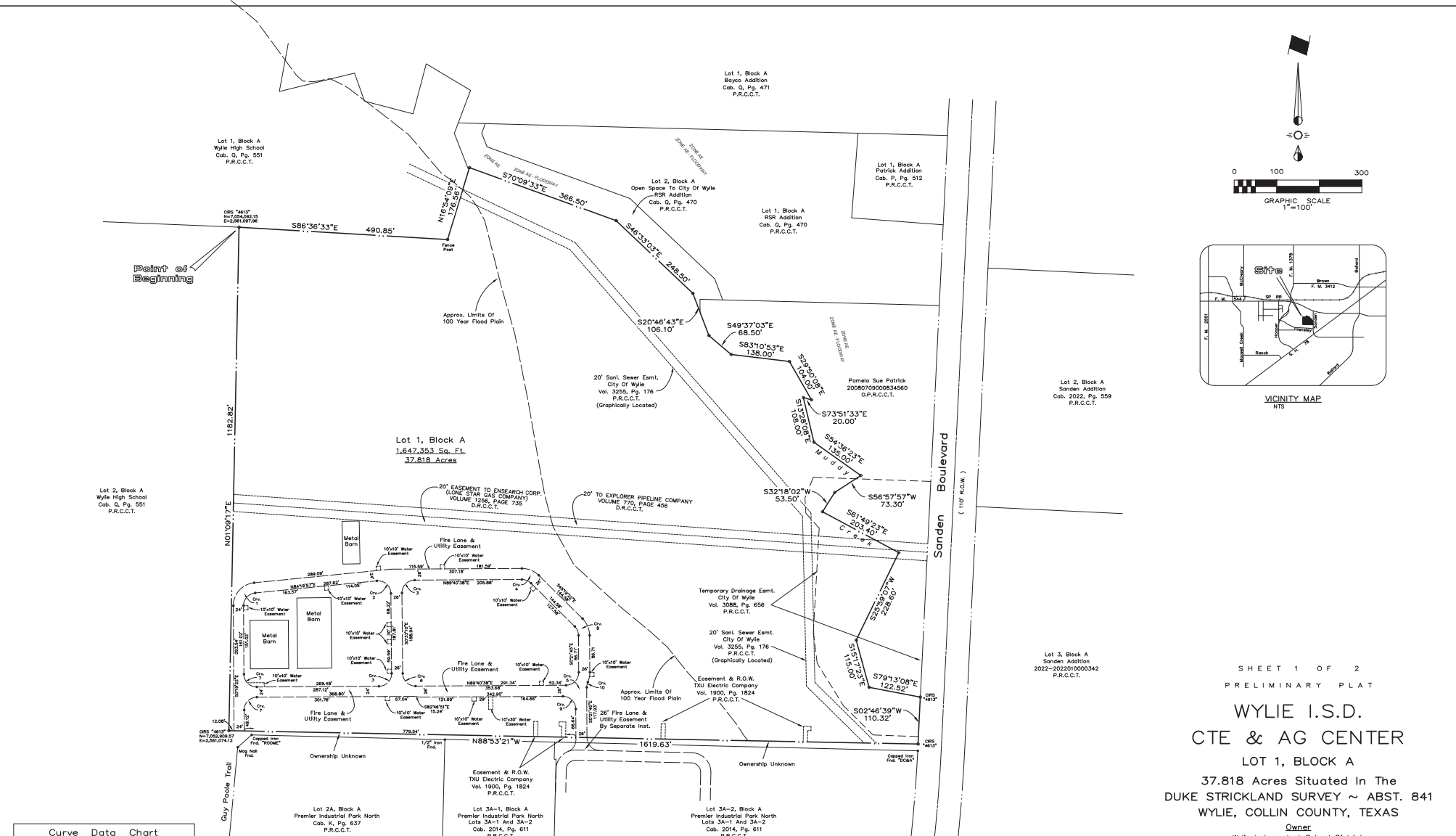
The City Council must provide a written statement of the reasons for conditional approval or disapproval to the applicant in accordance with Article 212, Section 212.0091 of the Texas Local Government Code.

#### **P&Z Commission Discussion**

The P&Z Commission voted 4-0 to recommend approval.



VICINITY MAP  
NTS



SHEET 1 OF 2  
PRELIMINARY PLAT  
**WYLIE I.S.D.**  
**CTE & AG CENTER**  
LOT 1, BLOCK A  
37.818 Acres Situated In The  
DUKE STRICKLAND SURVEY ~ ABST. 841  
WYLIE, COLLIN COUNTY, TEXAS

**Owner**  
Wylie Independent School District  
951 South Ballard Avenue  
Wylie, Texas 75098  
Telephone 972 429-3000

**Engineer**  
RLK Engineering, Inc.  
Texas Registration No. 579  
111 West Main Street  
Allen, Texas 75013  
Telephone 972 359-1733

**Surveyor**  
Surdukan Surveying, Inc.  
P.O. Box 126  
Anna, Texas 75409  
Telephone 972 924-8200  
Job No. 2024-08  
May 21, 2026

Inner	Outer	Inner	Outer
A=84°39'20" R=30.00' T=27.32' L=44.33'	A=84°39'20" R=84.00' T=49.18' L=76.79'	A=89°46'12" R=30.00' T=29.89' L=57.00'	
A=89°56'52" R=30.00' T=32.81' L=49.86'	A=90°00'00" R=30.00' T=30.00' L=57.00'	A=90°00'00" R=30.00' T=30.00' L=57.00'	
A=90°13'48" R=30.00' T=30.12' L=43.34'	A=44°57'33" R=30.00' T=11.81' L=23.17'	A=44°57'33" R=30.00' T=11.81' L=23.17'	A=44°57'33" R=30.00' T=11.81' L=23.17'
A=45°00'00" R=30.00' T=24.43' L=23.56'	A=45°00'00" R=30.00' T=24.43' L=23.56'	A=89°57'33" R=30.00' T=29.89' L=47.10'	
A=90°00'00" R=30.00' T=30.00' L=47.14'	A=90°00'00" R=30.00' T=30.00' L=47.14'	A=84°17'18" R=30.00' T=28.45' L=12.72'	

OWNER'S CERTIFICATE

STATE OF TEXAS  
COUNTY OF COLLIN

WHEREAS, the Wylie Independent School District is the owner of a tract of land situated in the Duke Strickland Survey, Abstract No. 841, City of Wylie, Collin County, Texas, and being all of a tract of land conveyed to the Wylie I.S.D. by deed recorded in County Clerk's File No. 92-0092602, and being more particularly described as follows:

BEGINNING at a 1/2" iron rod with yellow plastic cap stamped "4613" set for corner, said point being the northwest corner of said Wylie I.S.D. tract, also being the northeast corner of Lot 2, Block A, Wylie High School, an addition to the City of Wylie as recorded in Cabinet Q, Page 551, Plat Records of Collin County, Texas;

THENCE S86°36'33"E, a distance of 490.85 feet to a wood fence post for corner;

THENCE N16°54'09"E, a distance of 176.56 feet to a point for corner in Muddy Creek;

THENCE along Muddy Creek the following:

S70°09'33"E, a distance of 366.50 feet to a point for corner;

S46°33'03"E, a distance of 248.50 feet to a point for corner;

S49°37'03"E, a distance of 68.50 feet to a point for corner;

S20°46'43"E, a distance of 106.10 feet to a point for corner;

S83°10'53"E, a distance of 138.00 feet to a point for corner;

S29°50'08"E, a distance of 104.00 feet to a point for corner;

N73°51'33"W, a distance of 20.00 feet to a point for corner;

S13°28'08"E, a distance of 108.00 feet to a point for corner;

S54°36'23"E, a distance of 135.00 feet to a point for corner;

S56°57'57"W, a distance of 73.30 feet to a point for corner;

S32°18'02"W, a distance of 53.50 feet to a point for corner;

S61°49'23"E, a distance of 203.40 feet to a point for corner;

S25°59'07"W, a distance of 228.60 feet to a point for corner;

S15°17'23"E, a distance of 115.00 feet to a point for corner;

S79°13'08"E, a distance of 122.52 feet to a 1/2" iron rod with yellow plastic cap stamped "4613" set for corner in the west line of Sanden Boulevard (a 110' R.O.W.);

THENCE S02°46'38"W, with the west line of Sanden Boulevard, a distance of 110.32 feet to a 1/2" iron rod with yellow plastic cap stamped "4613" set for corner;

THENCE N88°53'21"W, a distance 1619.63 feet to a 1/2" iron rod with yellow plastic cap stamped "4613" set for corner in the aforementioned east line of Lot 2, Block A, Wylie High School Addition;

THENCE N01°09'17"E, with the east line of said Lot 2, a distance of 1619.63 feet to the POINT OF BEGINNING and CONTAINING 1,647,353 square feet, or 37.818 acres of land.

BASIS OF BEARINGS:

Bearings, are derived from ALLTERRA CENTRAL RTK Network, Texas State CENTRAL RTK Network, Texas State Plane Coordinates Epoch 2002.0.

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That the Wylie Independent School District, acting herein by and through its duly authorized officers, does hereby adopt this plat designating the herein above described property as an Wylie I.S.D. CTE & Ag Center, Lot 1, Block A, an addition to the City of Wylie, Texas, and does hereby dedicate, in fee simple, to the public use forever, the streets, rights of way, and other public improvements shown thereon. The streets and alleys, if any, are dedicated for street purposes. The easements and public use areas, as shown, are dedicated for the public use forever, for the purposes indicated on this plat. No buildings, fences, trees, shrubs, or other improvements or growths shall be constructed or placed upon, over or across the easements as shown, except that landscape improvements may be placed in landscape easements, if approved by the City Council of the City of Wylie. In addition, utility easements may also be used for the mutual use and accommodation of all public utilities desiring to use or using the same unless the easement limits the use to particular utilities, said use by public utilities being subordinate to the public's and City of Wylie's use thereof. The City of Wylie and public utility entities shall have the right to remove and keep removed all or parts of any buildings, fences, trees, shrubs or other improvements or growths which may in any way endanger or interfere with the construction, maintenance, or efficiency of their respective systems in said easements. The City of Wylie and public utility entities shall at all times have the full right of ingress and egress to or from their respective easements for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining, reading meters, and adding to or removing all or parts of their respective systems without the necessity of any time of procuring permission from anyone.

This plat approved subject to all platting ordinances, rules, regulations and resolutions of the City of Wylie, Texas.

WITNESS my hand, this the \_\_\_\_ day of \_\_\_\_\_, 2026.

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

Title: \_\_\_\_\_

Wylie Independent School District

STATE OF TEXAS  
COUNTY OF COLLIN

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared \_\_\_\_\_ known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

GIVEN under my hand and seal of office this the \_\_\_\_ day of \_\_\_\_\_, 2026.

Notary Public in and for the State of Texas

SURVEYOR'S CERTIFICATE  
KNOW ALL MEN BY THESE PRESENTS:

That I, David J. Surdukan, do hereby certify that I prepared this plat from an actual and accurate survey of the land and that the corner monuments shown thereon as set were properly placed under my personal supervision in accordance with the Subdivision Ordinance of the City of Wylie.

David J. Surdukan  
Registration No. 4613

STATE OF TEXAS  
COUNTY OF COLLIN

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared David J. Surdukan, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

GIVEN under my hand and seal of office, this the \_\_\_\_ day of \_\_\_\_\_, 2026.

Notary Public in and for the State of Texas

APPROVAL BLOCK

"RECOMMENDED FOR APPROVAL"

Chairman, Planning & Zoning Commission  
City of Wylie, Texas

Date

"APPROVED FOR CONSTRUCTION"

Mayor, City of Wylie, Texas

Date

"ACCEPTED"

Mayor, City of Wylie, Texas

Date

"The undersigned, the City Secretary of the City of Wylie, Texas hereby certifies that the foregoing Plat of Wylie I.S.D. CTE & Ag Center, an addition to the City of Wylie, was submitted to the City Council on the \_\_\_\_ day of \_\_\_\_\_, 2026, and the Council, by formal action then and there accepted the dedication of right-of-ways, streets, easements and alleys, as shown and set forth in and upon said Plat, and said Council further authorized the mayor to note the acceptance thereof by signing his name as hereinabove subscribed."

Witness my hand this \_\_\_\_ day of \_\_\_\_\_, A.D., 2026.

City Secretary  
City of Wylie

SHEET 2 OF 2  
PRELIMINARY PLAT

WYLIE I.S.D.  
CTE & AG CENTER  
LOT 1, BLOCK A  
37.818 Acres Situated In The  
DUKE STRICKLAND SURVEY ~ ABST. 841  
WYLIE, COLLIN COUNTY, TEXAS

Owner

Wylie Independent School District  
951 South Ballard Avenue  
Wylie, Texas 75098  
Telephone 972 429-3000

Engineer

RLK Engineering, Inc.  
Texas Registration No. 579  
111 West Main Street  
Allen, Texas 75013  
Telephone 972 359-1733

Surveyor

Surdukan Surveying, Inc.  
PO Box 126  
Anna, Texas 75409  
Telephone 972 924-8200  
Job No. 2024-08  
May 21, 2026

NOTES:

Selling a portion of this addition by metes and bounds is a violation of City ordinance and State law, and is subject to fines and withholding of utilities and building permits.

According to Flood Insurance Rate Map Nos. 48085C0415L and 48085C0420A, both dated June 2, 2009, prepared by the Federal Emergency Management Agency (FEMA) for Collin County, Texas, this property is within Zone AE.

Appurtenance between the height of 2ft and 9ft may not be placed in the visibility triangles



# Wylie City Council

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## AGENDA REPORT

Department: Finance  
Prepared By: Melissa Brown

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

### Subject

Consider, and place on file, the City of Wylie Monthly Investment Report for May 31, 2026.

### 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

## 2025-2026 Investment Report May 31, 2026

**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	\$18,344,180.78	MMA	3.6241%	Texpool	12/31/2006	NA
2	\$18,976,623.23	MMA	3.5974%	TexStar	3/15/2011	NA
	\$37,320,804.01					

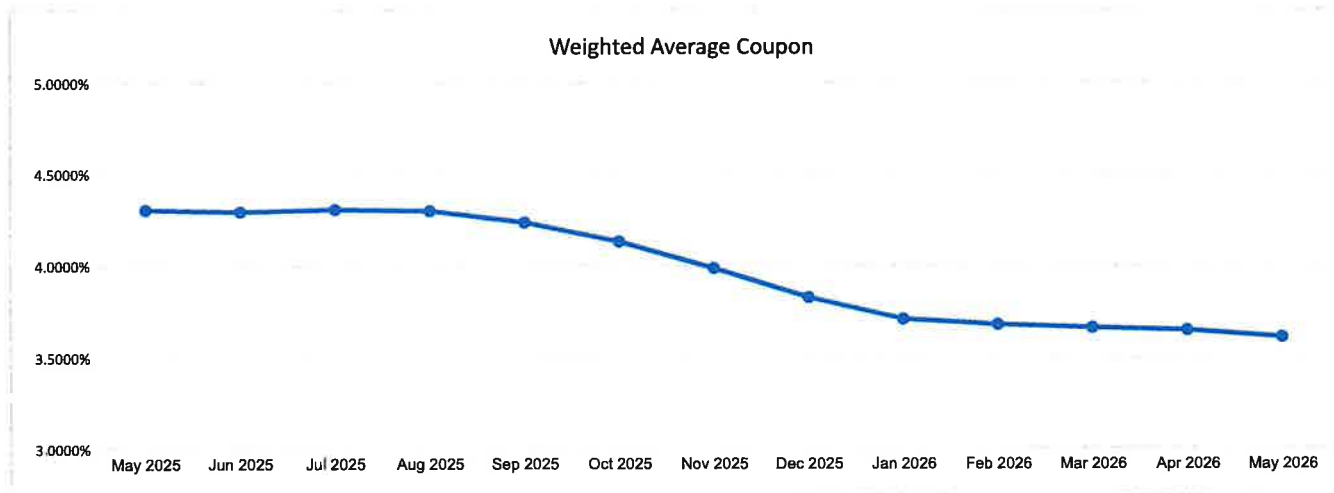
**Total**

**Weighted Average Coupon:**  
**Weighted Average Maturity (Days):**

3.6105%
1.00

**Money Markets:**  
**Certificates of Deposits:**

\$37,320,804.01
\$0.00
\$37,320,804.01



  
 Finance Director/Investment Officer



# Wylie City Council

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## AGENDA REPORT

**Department:** Engineering                      **Account Code:** 611-5713-58570  
**Prepared By:** Tommy Weir

### Subject

Consider, and act upon, the contract amendment for PSPO #W2023-83-E for additional waterline design for the Waterline Rehabilitation Project for Briarwood Drive and Hilltop Lane to RJN Group, Inc., in the amount of \$161,850.00 and authorizing the City Manager to execute any necessary documents.

### Recommendation

Motion to approve the Item as presented.

### Discussion

RJN Group, Inc. was awarded PSPO #W2023-83-E on August 22, 2023, in the amount of \$89,900 for the design of the Dogwood Drive waterline rehabilitation project, extending from Stone Road to Butler Circle. A contract amendment in the amount of \$22,400 was subsequently executed on September 24, 2025, for the realignment of a portion of the sewer line on Dogwood Drive.

Staff has since identified an additional 3,775 linear feet of waterline on Briarwood Drive and Hilltop Lane that require replacement due to the age, size, and type of the existing infrastructure, as well as a history of water main leaks along these roadways. The proposed amendment will provide professional engineering services, including design, bidding, and construction administration, by RJN Group, Inc.

Staff recommends approval of an amendment to PSPO #W2023-83-E in the amount of \$161,850. This work will be performed under the Master Agreement for Professional and Engineering Services (MAPES) #W2021-8-E. Staff has determined that RJN Group, Inc. is the most qualified firm for this project under Category G, Rehabilitation of Water, Wastewater, and Drainage Facilities, in accordance with Texas Government Code Chapter 2254.

Wylie Agreement (W2023-83-E)



# Wylie City Council

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## AGENDA REPORT

**Department:** Purchasing                      **Account Code:** 611-5715-52350  
**Prepared By:** Kirby Krol

### Subject

Consider, and act upon, the approval of Agreement No. W2026-67 for the purchase of Water Meters, Parts, and Related Equipment for a one (1) year term with two (2) one-year renewal options for Utility Billing in the estimated amount of \$301,668.26 from Core and Main, LP through an established cooperative purchasing agreement, and authorizing the City Manager to execute any and all necessary documents.

### Recommendation

Motion to approve the Item as presented.

### Discussion

Utility Billing is requesting approval of Agreement No. W2026-67 for the purchase of Water Meters, Parts, and Related Equipment from Core and Main, LP through an established cooperative purchasing agreement. Core and Main LP is the Sole Source authorized distributor of the Neptune Technology Group in the State of Texas.

The prior agreement for Water Meters, Parts, and Related Equipment expired, and a new contract is needed for the purchase of these commodities to maintain the City's water meter infrastructure. If this contract is not awarded by the City Council, the City will not be able to purchase water meters or component parts needed for the maintenance and repair of existing Neptune water meters. This will delay meter installation for new customers and lead to revenue loss if inaccurate meters are not repaired or replaced.

Utility Billing evaluated the cooperative purchasing agreement established with Core and Main, LP, and determined it to be the most advantageous solution to the City in procuring these commodities from a well-established and reliable vendor. Therefore, staff recommends the approval of Agreement No. W2026-67 for the purchase of Water Meters, Parts, and Related Equipment to Core and Main, LP for a one (1) year term with two (2) one-year renewal options through a cooperative purchasing agreement in order to provide 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 pursuant to 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 No. 2026-67, H-GACBuy Agreement No. WM09-20



# Wylie City Council

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## AGENDA REPORT

**Department:** Community Development  
**Prepared By:** Jasen Haskins

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

### Subject

Hold a Public Hearing, to consider, and act upon, the writing of an ordinance for a change of zoning from Commercial Corridor (CC) to Commercial Corridor - Special Use Permit (CC-SUP), to allow for a minor auto repair use on 1.275 acres located at 7940 E. Parker Road (ZC 2026-05).

### Recommendation

Motion to approve the Item as presented.

### Discussion

**OWNER: Littles Academy LLC**

**APPLICANT: Parker European Car Care**

The applicant is requesting a Special Use Permit (SUP) on 1.275 acres to allow for a 4,875-square-foot automobile repair development on Lot 1, Block A of Stone 2514 Addition, located at 7940 E. Parker Road. The current zoning is Commercial Corridor (CC), and the Special Use Permit is needed to allow for an automobile minor repair use.

The Special Use Permit is requesting two additional special conditions:

- Allow for service and loading areas to face Parker Road. In an effort to lessen the visual impact, additional landscaping is provided along the frontage of the property.
- Allow for the use of an existing 2,400 sq. ft. metal frame building to remain as a non-conforming accessory structure for storage only. The structure is non-conforming as it is within the ten-foot setback for a structure over 15 feet. As a non-conforming structure, it cannot be moved, expanded, or replaced if severely damaged.

The subject property is adjacent to land outside the City limits to the north and west, which is zoned agricultural. The land to the east is zoned agricultural, and the land to the south is zoned within a residential Planned Development. There is approximately 140' of spacing from the main building to the adjacent residential Planned Development.

While the subject property lies within the Low-Density sector of the Comprehensive Land Use Plan, the current zoning of the property is Commercial Corridor. The rezoning of the property to Commercial Corridor was approved in September 2020 when the previous Comprehensive plan was active and had the land within the General Urban Sector, which primarily supported retail, service, office, light production, and research/development uses.

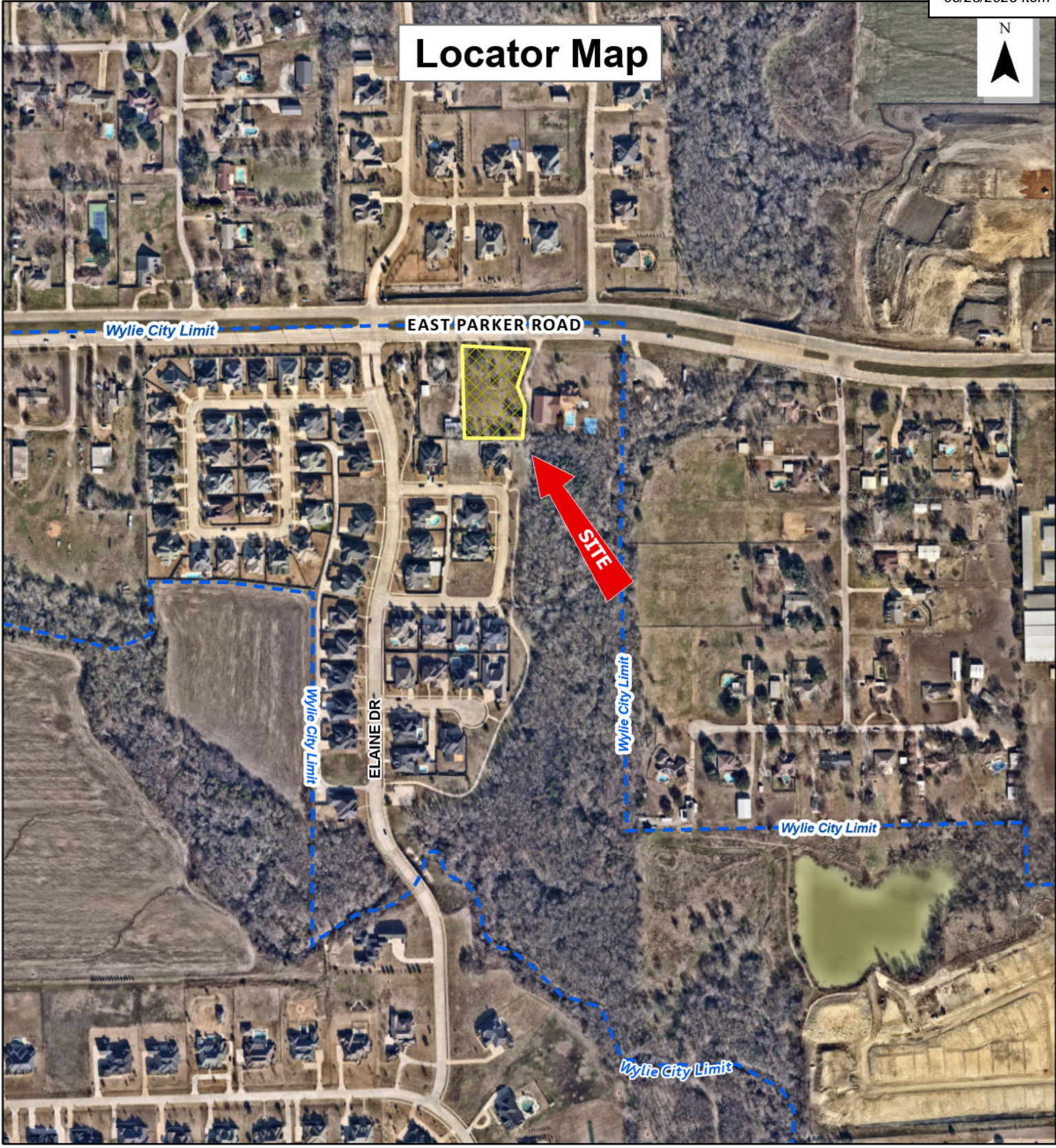
If approved, a site plan and plat submittal shall be required for the review of the site, landscaping, elevations, preliminary engineering, and easement design.

Notices were sent to ten property owners within 200 feet as required by state law. At the time of posting, no responses were received in favor or in opposition of the request.

#### **P&Z Commission Discussion**

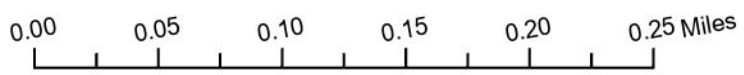
The P&Z Commission voted 4-0 to recommend approval.

# Locator Map



ZONING CASE:  
ZC 2026-05 Parker European Car Care

 SUBJECT property     
  Wylie City Limit



Date: 5/11/2026

COMPILED BY: G STAFFORD







# **PARKER EUROPEAN CAR CARE**

## ***EXHIBIT "C"***

### ***CONDITIONS FOR SPECIAL USE PERMIT***

#### **I. PURPOSE**

1. The purpose of this Special Use Permit is to allow for an automobile repair (minor) use within the Commercial Corridor District.

#### **II. GENERAL CONDITIONS**

1: This Special Use Permit shall not affect any regulations of the Commercial Corridor District (CC) set forth in Articles 4 and 5 of the Comprehensive Zoning Ordinance (adopted June 2023), except as specifically provided herein.

2: The design and development of the Parker European Car Care project shall be in accordance with Section III below and the Zoning Exhibit (Exhibit "B").

#### **III. SPECIAL CONDITIONS**

1: This Special Use Permit shall allow for an automobile repair (minor) use within the Commercial Corridor District.

2: This Special Use Permit shall allow for service and loading areas to be visible from Parker Road, with landscaping provided in accordance with Zoning Exhibit "B".

3: The existing metal building with metal frame located on the subject property as identified in Exhibit "D", shall be considered legally nonconforming and shall only be permitted to be used as an accessory use for the automobile repair development on the condition that all necessary repairs and improvements are made to ensure the structure remains safe, functional, and operational.

## EXHIBIT “D”

### Existing Structures – Parker European Car Care



Exterior View – Side Elevation



Exterior View – Front Elevation



Interior View – Structure Condition



Interior View – Roof and Framing

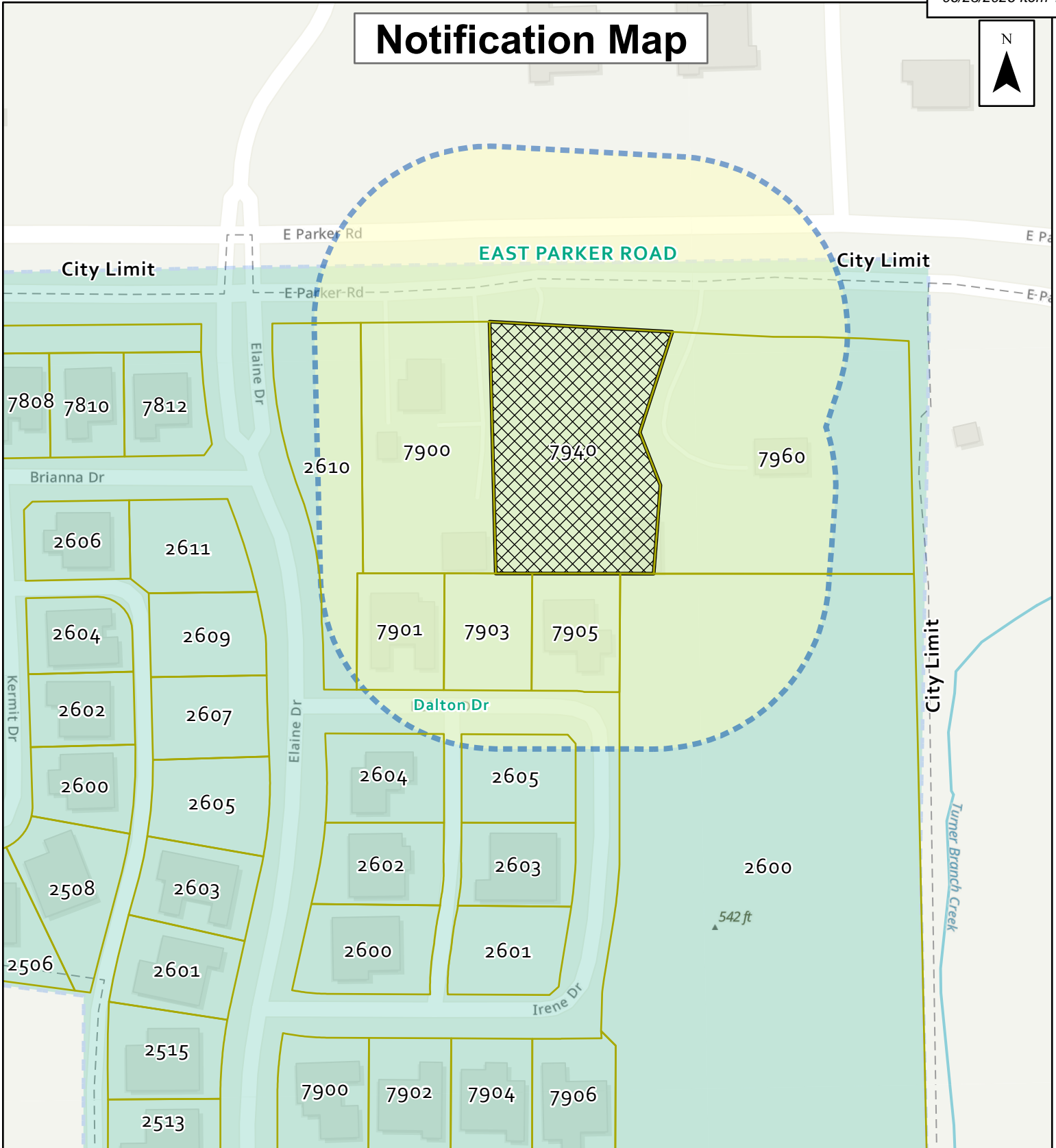


Exterior View – Rear/Side Condition



Exterior View – Overall Structure

# Notification Map



### ZONING CASE:

ZC 2026-05 Parker European Car Care



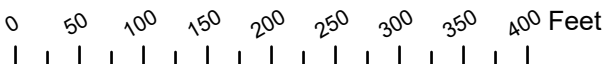
SUBJECT property



Wylie City Limit

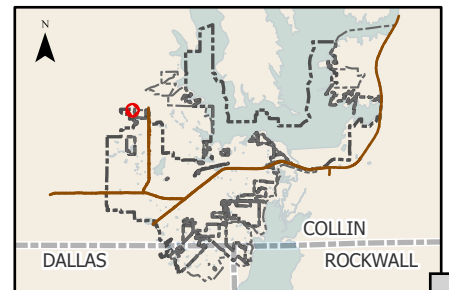


200 foot Notification Buffer



Date: 5/11/2026

COMPILED BY: G STAFFORD



# Parker European Car Care

Premium European Auto Repair  
Facility

Architectural Concept Package for  
City Submission

# Project Highlights

- Modern upscale automotive repair facility designed to enhance Parker Road.
- Large premium glass roll-up drive-through service bays.
- Contemporary architecture with professional landscaping.
- Clean and organized site layout with excellent traffic circulation.
- Dealer-quality service environment for European vehicles.
- Designed to positively contribute to the surrounding commercial corridor.

# Architectural Presentation Board



**PARKER EUROPEAN CAR CARE**  
PREMIUM AUTO REPAIR FACILITY

- EXPERT TECHNICIANS
- DEALER QUALITY WITHOUT DEALER PRICES
- EUROPEAN CAR SPECIALISTS
- LATEST DIAGNOSTIC EQUIPMENT
- AUTO REPAIR  
Dealer Quality Without Dealer Prices

1. FRONT ELEVATION



2. REAR ELEVATION



3. LEFT SIDE ELEVATION



4. RIGHT SIDE ELEVATION



5. PERSPECTIVE FRONT VIEW



6. PERSPECTIVE REAR VIEW



7. AERIAL VIEW



8. SITE PLAN



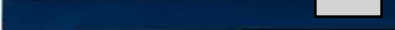
9. VIEW FROM PARKER'S ROAD



10. CORNER VIEW FROM PARKER'S ROAD



11. NIGHT VIEW (FRONT ELEVATION)



# Thank You

- Thank you for reviewing the Parker European Car Care architectural concept package.
- Our goal is to develop a clean, modern, and visually appealing facility that enhances the Parker Road corridor while providing high-quality automotive services to the community.
- We respectfully request approval of this permit submission.



# Wylie City Council

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## AGENDA REPORT

**Department:** Community Development  
**Prepared By:** Jasen Haskins

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

### Subject

Hold a Public Hearing, to consider, and act upon, the writing of an ordinance for a change of zoning from Neighborhood Services (NS) to Neighborhood Services - Special Use Permit (NS-SUP), to allow for convenience store and motor vehicle fueling station use on 3.53 acres generally located on the northeast corner of Country Club and Park Blvd. (ZC 2026-06).

### Recommendation

Motion to disapprove the Item as presented.

### Discussion

**OWNER: ADC Industrial LLC**

**APPLICANT: ADC Industrial LLC**

The applicant is requesting a Special Use Permit (SUP) on 3.53 acres to allow for a 5,000-square-foot convenience store with fueling stations located on the northeast corner of Country Club and Park Blvd. The current zoning is Neighborhood Services (NS), and the Special Use Permit is required to allow for the proposed uses.

The Zoning Exhibit (Exhibit B) depicts the general location of the proposed use while also showing the potential development of two additional retail structures along Country Club Road. The request shall only allow for a singular convenience store and fueling station to be generally developed in "Building 1" as shown on the Zoning Exhibit (Exhibit B).

The Special Use Permit development standards allow for the fueling station, convenience store, and a 300' distance waiver from public schools for the sale of beer, wine, and smoking products. The sale of smoking products shall be limited to cigarettes and cigars. The sale of e-cigarettes, vape cartridges, CBD, or THC smokable or edible products shall be prohibited.

If approved, a site plan submittal shall be required for the review of site, landscaping, elevations, and preliminary engineering design. A plat which dedicates utility and fire lane easements shall be required prior to any Certificate of Occupancy being approved.

The property to the west is developed with the Wylie United Methodist Church. The property to the north is developed with the Birmingham Farms Single-Family Planned Development (PD 2002-38). The property to the east is developed with Goddard School of Wylie and zoned Neighborhood Services. The property to the south is undeveloped and zoned Neighborhood Services. The closest motor fueling station with a convenience store is located south at Country Club and Brown Street.

The site is located in the Local Commercial sector of the future land use map and is consistent with land use classification of the comprehensive plan.

Notices were sent to fifteen property owners within 200 feet as required by state law. At the time of posting, no responses were received in favor and two received in opposition of the request.

**P&Z Commission Discussion**

The Commission voted 4-0 to recommend denial.

# Locator Map




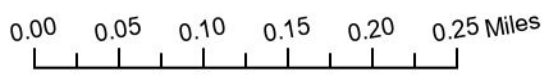
ZONING CASE:  
ZC 2026-06 Keles Convenience Store and Gas

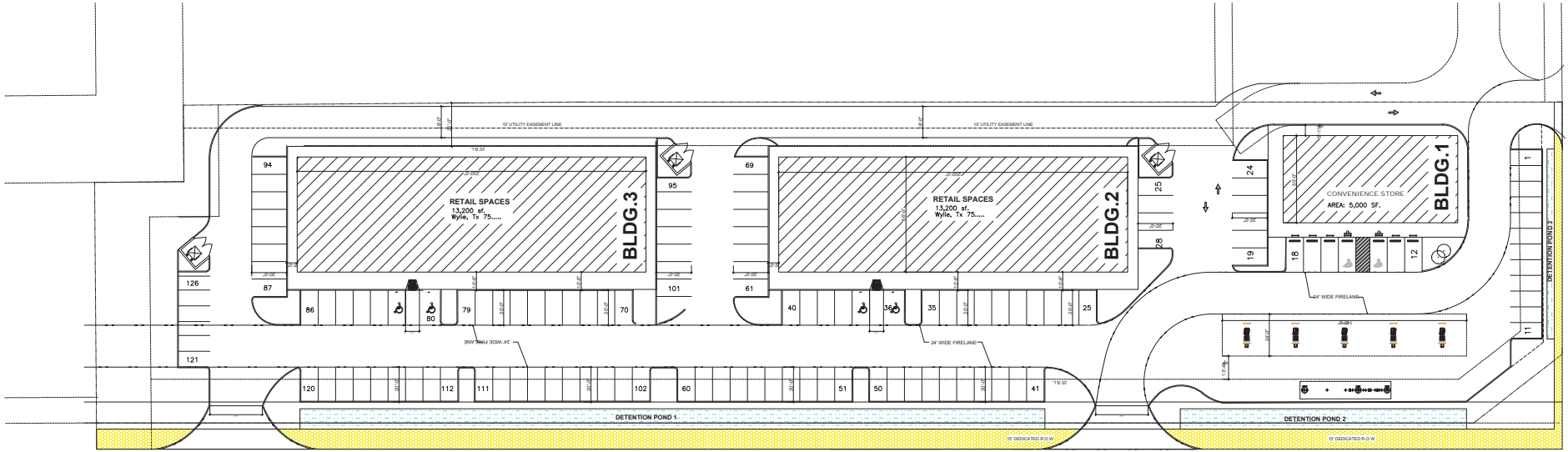


Date: 5/11/2026

COMPILED BY: G STAFFORD

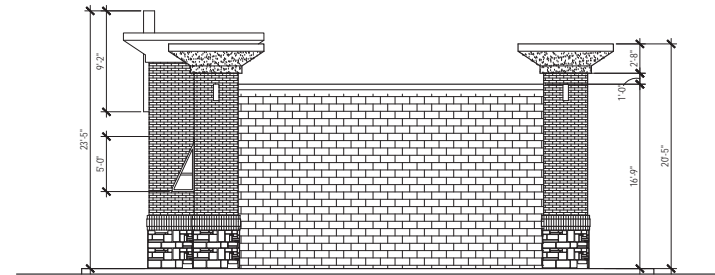
 SUBJECT property



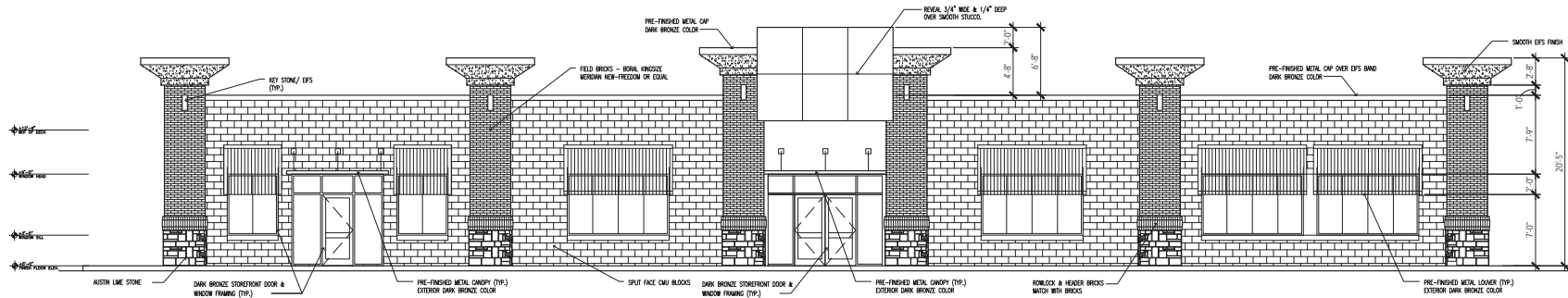


COUNTRY CLUB RD.

PARK BOULEVARD



2 SOUTH ELEVATION  
SCALE: 3/16" = 1'-0"



1 WEST ELEVATION  
SCALE: 3/16" = 1'-0"

OWNER'S NAME  
Keles Group Inc.  
3815 Blossom Dr.  
Sachse, TX 75048  
Ph: (469)996-1363

PROJECT NAME  
COUNTRY CLUB FOOD MART  
XXXXXXXXXX  
Wylie, TX 75088

REVISIONS


ARCHITECT OF THE RECORD:  
Fahad Alkhatib & Associates, Inc.  
Oculus Architects, Inc.  
1420 West Branch St.  
North Platte, NE 68901  
Tel: 402-283-9911

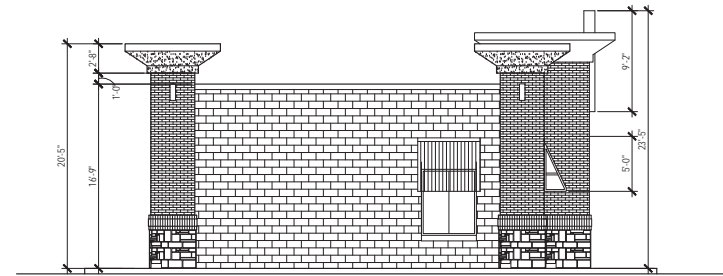
amazing concept  
residential & commercial projects  
506 South 2nd St., Suite 100  
Ft. Worth, TX 76102  
Tel: 817-343-8871  
E-mail: info@amazingconcept.com

SHEET TITLE:  
EXTERIOR ELEVATIONS

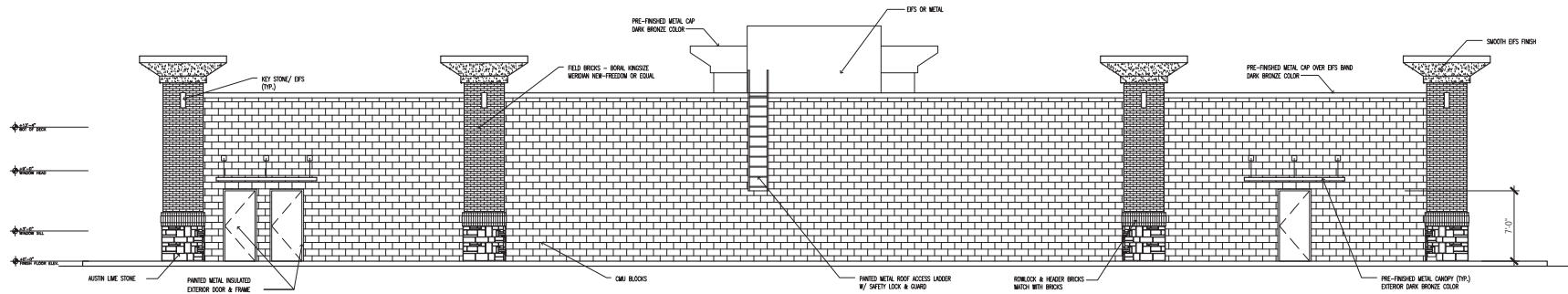
DATE:	SCALE:
09-29-2020	AS SHOWN
DRAWN:	DESIGNED:
A. HELLALUZZARBA	A. HELLALUZZARBA

PROJECT #  
H-2020-06  
SHEET NO.  
A501

PRELIMINARY, NOT FOR CONSTRUCTION



2 NORTH ELEVATION  
SCALE: 3/16" = 1'-0"



1 EAST ELEVATION  
SCALE: 3/16" = 1'-0"

OWNER'S NAME  
Keles Group Inc.  
3815 Blossom Dr.  
Sachse, TX 75048  
Ph: (469)996-1363

PROJECT NAME  
COUNTRY CLUB FOOD MART  
XXXXXXXXXX  
Wylie, TX 75088

REVISIONS


ARCHITECT OF THE RECORD:  
Fahradin Khondokar AIA, NCARB  
Oculus Architects, Inc.  
14201 West Branch Rd.  
North Platte, NE 68901  
Tel: 402-228-1951

amazing concept  
residential & commercial projects  
506 Country Club, TX 75087  
Tel: 407-864-8151  
E-mail: am.helaluzzaman@gmail.com

SHEET TITLE:  
EXTERIOR ELEVATIONS

DATE:	SCALE:
09-29-2020	AS SHOWN
DRAWN:	DESIGNED:
A. HELALUZZAMAN	A. HELALUZZAMAN

PROJECT #  
H-2020-06  
SHEET NO.  
A502

PRELIMINARY, NOT FOR CONSTRUCTION

**EXHIBIT “C”**  
**Conditions for Special Use Permit**

**I. PURPOSE**

The purpose of this Special Use Permit is to allow for a motor fueling station with a convenience store use within a commercial retail development.

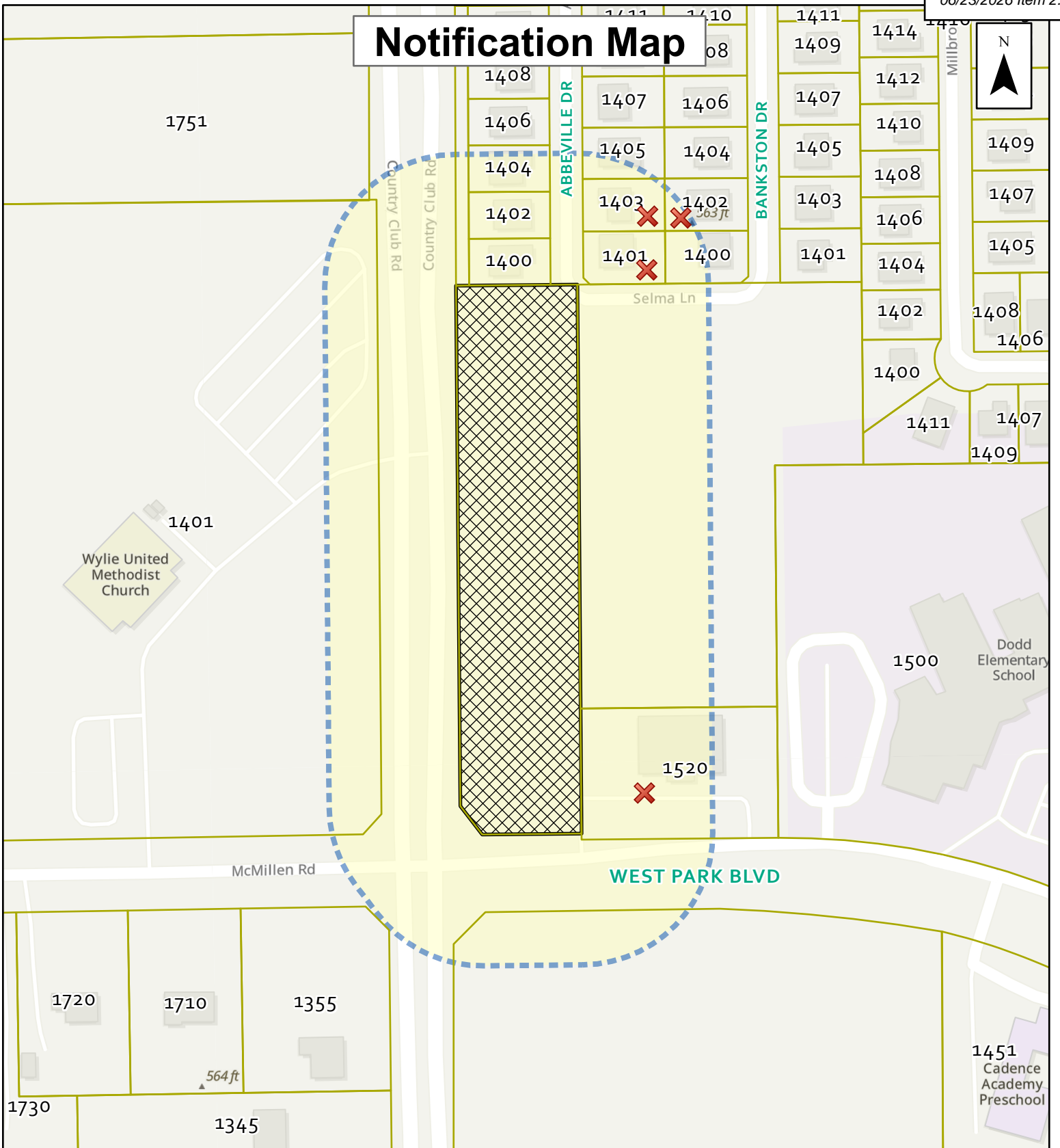
**II. GENERAL CONDITIONS**

1. The base zoning for the property, as depicted in the zoning exhibit, shall be Neighborhood Services (NS).
2. The Special Use Permit shall not affect any regulations of the Neighborhood Services (NS) design standards, as provided in Article 4 and 5 of the City of Wylie Zoning Ordinance as adopted June 2023; except as specifically provided herein.
3. The design and development of the Keles Fueling Station and Convenience Store shall be in accordance with Section II below and the Zoning Exhibit (Exhibit “B”).

**III. SPECIAL CONDITIONS**

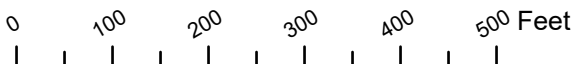
1. The following listed uses as defined in Articles 5 and 7 of the Zoning Ordinance (adopted as of June 2023) shall be allowed by-right on Lot 1, as depicted in the Zoning Exhibit (Exhibit “B”), only:
  - a. Fueling Station
  - b. Convenience Store
  - c. Beer and Wine Sales with a waiver to the 300’ distance requirements from a public school.
  - d. Smoking product sales: limited to cigarettes & cigars with a waiver to the 300’ distance requirement from a public school.
    - i. The total floor area allowed for the sale of smoking products is limited to 100 sqft and shall not be openly accessible to the general public.
    - ii. The sale of e-cigarettes, vape cartridges, CBD or THC smokable or edible products shall be prohibited.

# Notification Map



ZONING CASE:  
ZC 2026-06 Keles Convenience Store and Gas

 SUBJECT property  200 foot Notification Buffer



Date: 5/11/2026

COMPILED BY: G STAFFORD





# Public Comment Form

**First Name \***

allison

**Middle Name**

**Last Name \***

hand

**Address \***

Street Address

7706 Vista Ridge Ln

Address Line 2

City

Sachse

State / Province / Region

TX

Postal / Zip Code

75098

**Case # \***

ZC2026-06 NEC of Country Club & Park Blvd.

**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 \***

**Date of Signature**

6/2/2026



## Public Comment Form

**First Name \***

Rebecca

**Middle Name**

E

**Last Name \***

Keck

**Address \***

Street Address

1902 Clear Water Court

Address Line 2

City

Wylie

State / Province / Region

TX

Postal / Zip Code

75098

**Case # \***

ZC2026-06 NEC of Country Club &amp; Park Blvd.

**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**

First, student safety must come first. Traffic is already heavy during drop-off and pick-up times and the additional traffic which would be brought by such a change would only create more congestion and dangerous conditions.

Second, we chose this area for the family-friendly environment and the proposed zoning change will not only diminish that appeal and sense of community but property values.

Third, our infrastructure is already strained and the local roads, parking, and utilities are not equipped to handle the increased demand. Residents will face more congestion, noise, and reduced quality of life. Noise pollution, light pollution and air pollution would increase exponentially, along with the potential for explosions (due to the gas) increasing.

Fifth, a convenience store, with the combination of extended hours, cash transactions, and selling of alcohol and nicotine makes them statistically more likely to attract crime.

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

**Signature \***
**Date of Signature**

6/2/2026



## Public Comment Form

**First Name \***

Elizabeth

**Middle Name**

**Last Name \***

Mitchell

**Address \***

Street Address

1524 Leeward Ln

Address Line 2

City

Wylie

State / Province / Region

TX

Postal / Zip Code

75098

**Case # \***

ZC2026-06 NEC of Country Club & Park Blvd.

**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 handwritten signature in black ink on a light gray background, appearing to read 'E Mitchell'.

**Date of Signature**

6/2/2026



# Public Comment Form

**First Name \***

Laura

**Middle Name**

**Last Name \***

Hartley

**Address \***

Street Address

1413 Elkmont Dr

Address Line 2

City

Wylie

State / Province / Region

TX

Postal / Zip Code

75098

**Case # \***

ZC2026-06 NEC of Country Club & Park Blvd.

**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**

We already have a fuel station and liquor store at the corner of Brown and Country Club that I wouldn't want my kids to walk past. Please don't allow this behind our homes and around our schools. We need third places for hanging out. No zone 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**

6/2/2026



# Public Comment Form

**First Name \***

Stanley

**Middle Name**

**Last Name \***

Jean

**Address \***

Street Address

1403 Abbeville Dr

Address Line 2

City

Wylie

State / Province / Region

TX

Postal / Zip Code

75098

**Case # \***

ZC2026-06 NEC of Country Club & Park Blvd.

**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**

Two child care facilities and a elementary school in the same general area.

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

**Signature \***

**Date of Signature**

5/27/2026



# Public Comment Form

**First Name \***

Julie

**Middle Name**

Ann

**Last Name \***

John

**Address \***

Street Address

1401 Abbeville Drive

Address Line 2

City

Wylie

State / Province / Region

TX

Postal / Zip Code

75098

**Case # \***

ZC2026-06 NEC of Country Club & Park Blvd.

**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**

Totally against. There is a 7-11 and beer/wine shop several blocks down. We don't need more. Turn it into park g with trees and benches for Dodd Park. Parking is horrendous in Selma and Abbeville when park is being used.

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

**Signature \***

**Date of Signature**

5/20/2026



# Public Comment Form

**First Name \***

Shawn

**Middle Name**

**Last Name \***

Redd

**Address \***

Street Address

1402 Bankston Dr

Address Line 2

City

Wylie

State / Province / Region

TX

Postal / Zip Code

75098

**Case # \***

ZC2026-06 NEC of Country Club & Park Blvd.

**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**

We don't need more gas stations this close to the beighborhood and school. Also, it is too close to the park where our kids play every day. You're just inviting more problems rather than solving our current problems.

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

**Signature \***



**Date of Signature**

5/17/2026



# Public Comment Form

**First Name \***

Christy

**Middle Name**

**Last Name \***

McCreight

**Address \***

Street Address

1411 Elkmont Dr

Address Line 2

City

Wylie

State / Province / Region

TX

Postal / Zip Code

75098

**Case # \***

ZC2026-06 NEC of Country Club & Park Blvd.

**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**

No exceptions should ever be made that allow alcohol sales so close to schools and daycares.

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

**Signature \***

**Date of Signature**

6/2/2026



## Public Comment Form

**First Name \***

Imran

**Middle Name**

**Last Name \***

Khan

**Address \***

Street Address

1520 Park Blvd

Address Line 2

City

Wylie

State / Province / Region

TX

Postal / Zip Code

75098

**Case # \***

ZC2026-06 NEC of Country Club & Park Blvd.

**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**

This petition has been made back in February 2020 and then again in September 2020. The February 2020 application was presented and denied by the full city council 6 against and 1 in favour.

There we are against this peititon.

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

**Signature \***

**Date of Signature**

5/31/2026



# Wylie City Council

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## AGENDA REPORT

**Department:** Community Development  
**Prepared By:** Jasen Haskins

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

### Subject

Hold a Public Hearing, to consider, and act upon, the writing of an Ordinance amending Zoning Ordinance (2023-23), Article 5, Sections 5.1 Land Use Charts, 5.2 Listed Uses, and Article 7 General Development Regulations, as they relate to existing and new listed uses (ZC 2026-04),

### Recommendation

Motion to approve the Item as presented.

### Discussion

Planning Staff held a worksession with the Planning and Zoning Commission in March 2026 and with City Council in April 2026 to discuss recommended changes to the Zoning Ordinance related to existing uses and new proposed uses.

After a staff presentation and some discussion, the Commission and City Council directed staff to draft a Zoning Ordinance amendment. Those amendments are summarized below. The full text amendments are attached as Exhibit B.

The recommended changes are as follows:

1. Removed all listed drive-through uses found in the land use chart on Section 5.1 and defined in Section 5.2 to create a consolidated Drive-Through Service section within Section 7.12 of the Zoning Ordinance, which contains the following general provisions:
  - a. Require all drive-through uses after the date of this ordinance to obtain a Special Use Permit.
  - b. Comply with a minimum stacking space for the first vehicle stop for commercial drive-through of 100 feet, and a minimum of 40 feet for any other stops.
  - c. Drive-through stacking area shall not be adjacent to residential uses.
  - d. The General Provision regarding Alcohol Provisions listed in Section 7.10 shall apply.
  
2. Added new unlisted uses to Section 5.1 and Section 5.2 of the Zoning Ordinance (Event Center, Drone Delivery Station, Data Center).
  - a. Event Center shall be allowed by right within the Light Industrial and Downtown Historic districts and only by Special Use Permit within the Community Retail and Commercial Corridor districts. The following requirement shall apply:
    - i. Shall be required 1 parking space for every 100 sq. ft. of occupied building area.
    - ii. Shall provide security at every event where alcoholic beverages are provided or served.
    - iii. Shall not be located within 500' of the property line of a residentially zoned property.
  
  - b. Drone Delivery Station shall be allowed by right within the Light Industrial and Heavy Industrial districts and only by Special Use Permit within the Community Retail and Commercial Corridor districts. The following requirements shall apply:

- i. Drone delivery stations shall not be located within 150' of the property line of a residentially zoned property.
  - c. Data Center shall be allowed by right within the Light Industrial and Heavy Industrial districts and only by Special Use Permit within the Commercial Corridor district. The following requirements shall apply:
    - i. A Special Use Permit shall be required for facilities that have a cumulative building area of 25,000 square feet or more.
    - ii. Developments with a cumulative building area at or over 25,000 square feet shall provide a utility study demonstrating compatibility with existing city and franchisee infrastructure.
3. Mining use removed from Section 5.1 Land Use Chart and Section 5.2 Listed uses.
  4. Revised the Home Occupation provisions found in Section 5.2 of the Zoning Ordinance in order to remain in compliance with State Law requirements by amending the following:
    - a. Adding: In order to maintain compatibility with the residential use of the property where the business is located, additional provisions are;
    - b. Adding: A home-based business that sells alcohol, is a sober living home, or is a Sexually Oriented Business, requires a Special Use Permit;
    - c. Striking: There shall be no more than two (2) employees who do not reside on the premises;
    - d. Striking: The use of utilities and community facilities shall be limited to that normally associated with the use of the property for residential purposes;
  5. Requirement of the Sexually Oriented Business to obtain a Special Use Permit within the Light Industrial and Heavy Industrial districts.

The proposed changes allow City staff, the Planning and Zoning Commission, and City Council the opportunity to thoroughly evaluate and recommend site-specific requirements on a case-by-case basis to better promote the health, safety, and welfare of the citizens of Wylie. The proposed amendments are more in line with the types of uses developers seek, while establishing provisions that improve transparency through the Special Use Permit public hearing process and offer citizens most affected by the proposed uses a better opportunity to provide input.

#### **P&Z Commission Discussion**

After some discussion of the size of the data center allowed in a recent Planned Development, the Commission voted 4-0 to recommend approval.

## Zoning Ordinance Land Use Amendments

### ZC 2026-04

1. Removed all listed drive through uses found in the land use chart on Section 5.1 to create a consolidated Drive-Through Service section within Article 7 of the Zoning Ordinance:

Permitted uses	Residential Districts							Non-Residential Districts							Parking	
	Low Density		High Density					Commercial				Industrial		Mixed Use		
	AG/30	SF-ED	SF 20/26	SF 10/24	TH	MF	MH	NS	CR	CC	BG	LI	HI	DTH		SBO
<del>1. Financial Institution (with drive-thru)</del>								<del>S</del>	<del>S</del>	<del>P</del>						<del>1 per 400-sq-ft (L)</del>
<del>19. Restaurant with Drive-in or Drive-through Service</del>									<del>S*</del>	<del>S*</del>						<del>1 per 150-sq-ft (L)</del>

#### Section 7.12 Drive-Through Service Provisions:

##### A. General Provisions:

- a. Establishments are only permitted to operate with drive-through services before the date of this ordinance. For drive-through services after the date of this ordinance, a Special Use Permit (SUP) must be obtained from the City of Wylie.
- b. The minimum stacking space for the first vehicle stop for a commercial drive-through shall be a minimum of 100-feet, and a minimum of 40-feet thereafter, for any other stops.
- c. Drive through and stacking area shall not be located adjacent to residential uses.
- d. The General Provision regarding Alcohol Provisions listed in Section 7.10 shall apply.

## 2. Added new unlisted uses to the Zoning Ordinance (Event Center, Drone Delivery Station, Data Center):

## Event Center:

Permitted uses	Residential Districts							Non-Residential Districts							Parking		
	Low Density		High Density					Commercial				Industrial		Mixed Use			
E. Recreational Entertainment & Amusement	AG/30	SF-ED	SF 20/26	SF 10/24	TH	MF	MH	NS	CR	CC	BG	LI	HI	DTH	SBO		
12. Event Center									S	S				P*			1 Per 100 sq ft (L)

**12. Event Center**

- a. Definition: Event center means a building or part of a building used for hosting gatherings or reception-type events. These types of uses include, but are not limited to birthday parties, weddings, baby showers, and commercial gatherings.
- b. Additional Provisions:
  - (1) The event center shall provide security at every event where alcoholic beverages are provided or served.
  - (2) Event centers shall not be located within 500' of the property line of a residentially zoned property.
  - (3) A Special Use Permit shall be required within the Community Retail and Commercial Corridor Zoning districts.

## Drone Delivery Station:

Permitted uses	Residential Districts							Non-Residential Districts							Parking		
	Low Density		High Density					Commercial				Industrial		Mixed Use			
E. Utility, Transportation and Public Service	AG/30	SF-ED	SF 20/26	SF 10/24	TH	MF	MH	NS	CR	CC	BG	LI	HI	DTH	SBO		
19. Drone Delivery Station									S	S				P*	P*		Per approved SUP (L)

**19. Drone Delivery Station**

- a. Definition: Drone delivery station means an area that is designated as a local home base for the storage and operation of drone delivery services.
- b. Additional Provisions:

- (1) Drone delivery stations shall not be located within 150’ of the property line of a residentially zoned property.
- (2) A Special Use Permit shall be required within the Community Retail and Commercial Corridor Zoning districts.

Data Center:

Permitted uses	Residential Districts							Non-Residential Districts							Parking	
	Low Density		High Density					Commercial				Industrial		Mixed Use		
H. Industrial and Manufacturing	AG/30	SF-ED	SF 20/26	SF 10/24	TH	MF	MH	NS	CR	CC	BG	LI	HI	DTH	SBO	
8. Data Center										S		P*	P*			Per approved SUP (L)

**8. Data Center**

- a. Definition: Data Center means a facility that houses computing, networking, and storage equipment used to store, process, manage, and transmit data, including high-performance computing systems and infrastructure supporting artificial intelligence (AI), machine learning, cloud computing, and other advanced digital services.
- b. Additional Provisions:
  - (1) A Special Use Permit shall be required within the Commercial Corridor Zoning districts.
  - (2) A Special Use Permit shall be required for facilities which have a cumulative building area at or over 25,000 square feet.
  - (3) Developments with a cumulative building area over 25,000 square feet shall provide a utility study demonstrating compatibility with existing city and franchisee infrastructure.
  - (4) The following requirements shall be met for Data Centers with Special Use Permits:
    - (a) Developments shall be required to provide a will service letter from the water provider.
    - (b) Developments shall be on a closed water loop system.

3. Removed uncommon uses from the Zoning Ordinance:

Permitted uses	Residential Districts							Non-Residential Districts							Parking
	Low Density		High Density					Commercial				Industrial		Mixed Use	
	AG/30	SF-ED	SF 20/26	SF 10/24	TH	MF	MH	NS	CR	CC	BG	LI	HI	DTH	SBO

5. Mining	S																		Per approved SUP
-----------	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	------------------

~~5. Mining~~

~~Definition: Mining means the extraction, removal, or stockpiling of earth materials, including soil, sand, gravel, or other materials found in the earth. The excavation of earth materials for ponds or lakes, including excavations for fish farming ponds and recreational lakes are considered mining unless otherwise expressly authorized by another provision of this ordinance. The following are not considered mining:~~

~~Excavation, removal, or stockpiling of earth materials incidental to construction approved by a final plat, building permit, or for governmental or utility construction projects.~~

~~b. Additional Provisions:-~~

~~(1) A master plan and site plan, operation plans, and a restoration plan shall be provided with the Special Use Permit application.~~

~~(2) A Special Use Permit shall not be granted unless required state review and approval has been obtained.~~

4. Revised existing uses from the Zoning Ordinance:

Home Occupation:

Permitted uses	Residential Districts							Non-Residential Districts							Parking	
	Low Density		High Density					Commercial				Industrial		Mixed Use		
	AG/30	SF-ED	SF 20/26	SF 10/24	TH	M F	M H	NS	CR	CC	BG	LI	HI	DT H	SB O	
9. Home Occupation	P*	P*	P*	P*	P*											None

9. Home Occupation.

a. Definition: Home occupation means an occupation that is incidental to the primary use of the premises as a residence and conducted on the residential premises by a resident of the premises.

b. Additional Provisions: **In order to maintain compatibility with the residential use of the property where the business is located, additional provisions are;**

All permitted districts:

- (1) **A home-based business that sells alcohol, is a sober living home, or is a Sexually Oriented Business, requires a Special Use Permit.**
- (2) On-premise advertisements, signs or displays are prohibited.
- (3) The appearance of the structure shall not be altered, nor shall the occupation within the dwellings be conducted in a manner which would cause the premises to differ from its residential character either

by the use of colors, materials, construction, lighting, or by signs, or the emission of sounds, noises, dust, odors, fumes, smoke, or vibrations.

- (4) Pedestrian and vehicular traffic will be limited to that normally associated with residential districts.
- (5) There shall be no outdoor storage of materials or equipment. There shall be no visible merchandise visible from outside the dwelling.
- (6) There shall be no use or storage of mechanical equipment not recognized as being part of normal household or hobby use.
- (7) A property owner may seek a variance to this ordinance in accordance with Article 8, Section 8.4 to the Zoning Board of Adjustment.
- (8) As defined by the Human Resource Code, Chapter 42 an "In-home Day Care" or a "Family home" that is certified, listed or registered with the State of Texas is exempt from this Ordinance, and governed by the rules and regulations of the State of Texas.

**Sexually Oriented Business:**

Permitted uses	Residential Districts							Non-Residential Districts							Parking	
	Low Density		High Density					Commercial				Industrial		Mixed Use		
	AG/30	SF-ED	SF 20/26	SF 10/24	TH	M F	M H	NS	CR	CC	BG	LI	HI	DT H		SB O
<b>9. Sexually Oriented Business</b>												S	S			1 Per 150 sq ft (L)

**9. Sexually-Oriented Business**

**Definition:** An adult arcade, adult bookstore or adult video store, adult cabaret, adult motel, adult motion picture theater, adult theater, escort agency, or nude model studio.

**Additional Provisions:**

- (1) A Special Use Permit shall be required within the Light Industrial and Heavy Industrial zoning districts.
- (2) This use shall meet all requirements of the Chapter 26 “Businesses” of the City of Wylie Code of Ordinances, and Article IV Sexually Oriented Businesses.



# Wylie City Council

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## AGENDA REPORT

**Department:** Community Development  
**Prepared By:** Jasen Haskins

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

### Subject

Consider, and act upon, Ordinance No. 2026-25 of the City Of Wylie, Texas, amending Wylie’s Code Of Ordinances, Ordinance No. 2025-04, as amended, Chapter 22 (Building And Building Regulations), Article XX (Sign Regulations); amending regulations governing the erection, maintenance and operation of signs; defining terms; providing a penalty clause, Savings/Repealing Clause, Severability Clause and an effective date; and providing for the publication of the caption hereof.

### Recommendation

Motion to approve the Item as presented.

### Discussion

In January 2025, the City Council passed an ordinance that involved several substantial amendments to Section 22-450 of the City Ordinance regarding signs, mainly pertaining to ensuring the City could enforce the sign ordinances while protecting First Amendment rights.

Since the adoption of the ordinance, sign permitting and enforcement have been largely successful. However, staff is recommending minor amendments to further allow for the maximum flexibility of property owners while maintaining the ordinance’s stated purposes.

The suggested amendments are:

- Adding ‘or their designee’ to Section 22-443(a) to allow for other appropriate City staff to administer the ordinance in the absence of the Building Official;
- Further define signs that move to include flags-style signs or inflatables (22-447(8));
- Amend 22-448(i)(3) to define a temporary sign meant to allow for grand opening or promotional signage;
- Amend 22-450(7-8) to better define the size of monument signs allowed in single-tenant and multi-tenant commercial developments, which will result in smaller signs on single-tenant and smaller multi-tenant lots.

**ORDINANCE NO. 2026-25**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS, AMENDING WYLIE’S CODE OF ORDINANCES, ORDINANCE NO. 2021-17, AMENDING ORDINANCE NO. 2025-04, AS AMENDED, CHAPTER 22 (BUILDING AND BUILDING REGULATIONS), ARTICLE XX (SIGN REGULATIONS); AMENDING REGULATIONS GOVERNING THE ERECTION, MAINTENANCE, AND OPERATION OF SIGNS; DEFINING TERMS; PROVIDING A PENALTY CLAUSE WITH A MAXIMUM FINE OF \$500, SAVINGS/REPEALING CLAUSE, SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE; AND PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF.**

WHEREAS, the City Council of the City of Wylie, Texas (“City Council”) finds that it would be advantageous and beneficial to the citizens of the City of Wylie, Texas (“Wylie” or “City”) to amend Wylie’s Code of Ordinances, Ordinance No. 2021-17, amending Ordinance No. 2025-04, as amended (“Code of Ordinances”), Chapter 22 (Building and Building Regulations), Article XX (Sign Regulations) for the purposes of establishing new regulations governing the erection, maintenance and operation of signs; and

WHEREAS, the City Council finds that in order to protect the aesthetic value of the City and to protect public health and safety for Wylie and its citizens, it is in the best interest of Wylie and its citizens to amend the Code of Ordinances, Chapter 22 (Building and Building Regulations), Article XX (Sign Regulations), as set forth below.

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

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 to the Code of Ordinances, Ordinance No. 2021-17, as amended (“Code of Ordinances”), Chapter 22 (Building and Building Regulations), Article XX (Sign Regulations). The Code of Ordinances, Chapter 22 (Building and Building Regulations), Article XX (Sign Regulations), is hereby amended in its entirety in accordance with the attached exhibit.

SECTION 3: Savings/Repealing. 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 ordinance 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 portions of said 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. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause and phrase thereof regardless of whether any one or more sections, subsections, sentences, clauses and/or phrases may be declared unconstitutional and/or invalid.

SECTION 5: Effective Date. This Ordinance shall become effective from and after its adoption

and publication as required by the City Charter and by law.

**DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF WYLIE,  
TEXAS,** on this 23rd day of June, 2026.

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Matthew Porter, Mayor

**ATTESTED TO AND  
CORRECTLY RECORDED BY:**

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Stephanie Storm, City Secretary

Date of Publication: July 2, 2026 in *The Wylie News*

PART II - CODE OF ORDINANCES  
Chapter 22 - BUILDINGS AND BUILDING REGULATIONS  
ARTICLE XX. SIGN REGULATIONS

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## **ARTICLE XX. SIGN REGULATIONS**

### **Sec. 22-441. Findings; Purpose and Intent; Interpretation.**

- (a) Signs obstruct views, distract motorists, displace alternative uses for land, and pose other problems that legitimately call for regulation. The purpose of this Article is to regulate the size, illumination, movement, materials, location, height, and condition of all signs placed on private property for exterior observation, thus ensuring the protection of property values, the preservation of the character of the various neighborhoods, the creation of an attractive and harmonious community, and protection against interference with the historic character of designated areas, including the downtown district. Recognizing the unique impact of off-premise advertising on public safety, visual aesthetics and quality of life, this Article also restricts new off-premise signs and minimizes the impact of existing off-premise signs. This Article allows adequate communication through signage while encouraging aesthetic quality in the design, location, size, and purpose of all signs. This Article shall not be interpreted in a manner inconsistent with the First Amendment of the United States Constitution's guarantee of free speech. If any provision of this Article is found by a court of competent jurisdiction to be invalid, such finding shall not affect the validity of other provisions of this Article that can be given effect without the invalid provision.
- (b) This Article provides uniform standards for the erection and maintenance of signs. All signs in this Article shall be erected and maintained in accordance with these standards. The general objectives of these standards are to promote health, safety, welfare, convenience and enjoyment of the public. Specifically, these sign regulations are intended to:
- (1) Promote compatibility with the use of the property to which the signs are appurtenant;
  - (2) Promote compatibility with the landscape and architecture of surrounding buildings;
  - (3) Be appropriate to the activity to which they pertain;
  - (4) Ensure that signs are not distracting to motorists; and
  - (5) Ensure that all signs are constructed and maintained in a structurally sound, safe, and attractive condition.
- (c) These regulations do not regulate every form and instance of visual communication that may be displayed anywhere within the City Limits. Rather, they are intended to regulate those forms and instances that are most likely to meaningfully affect one or more of the purposes set forth above.
- (d) These regulations do not entirely eliminate all of the harms that may be created by the installation and display of signs. Rather, they strike an appropriate balance that preserves ample channels of communication by means of visual display while still reducing and mitigating the extent of the harms caused by signs.
- (e) Signs not expressly permitted as being allowed by right or by permit under this Article, by specific requirements in another portion of this Article, by master sign plan or agreement, or otherwise expressly allowed by the City Council or Board of Adjustment are not allowed within the City Limits.

### **Sec. 22-442. Compliance Required; Exceptions.**

- (a) It shall be unlawful for any person to violate the provisions of this Article.
- (b) This Article shall not apply to:

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- (1) The Downtown Historic District (DTH) zoning district or a planned development district if the ordinance establishing or amending the same has specific sign regulations.
  - (2) Signs erected by or on behalf of the City in the operation of its services that include but are not limited to public safety, health and the general welfare.
  - (3) Signs required by federal, state or local law.
  - (4) Signs containing government messages that are approved by the City on any sign, both on and off City property.
  - (5) Signs erected or placed as part of a City activity and/or sponsorship. These include but are not limited to municipal banners, special events, kiosks, monument signs and government awareness signs.
  - (6) Any sign specifically authorized by the City Council as a result of a compromise of litigation or other lawful disputed claim.
  - (7) A sign required to be located by federal, state or local law in order to enforce a property owner's rights.
- (c) Noncommercial message substitution.
- (1) Signs containing noncommercial speech are permitted anywhere that signs regulated by this Article are permitted, subject to the same regulations applicable to the type of sign used to display the noncommercial message. No provision of this Article prohibits an ideological, political or other noncommercial message on a sign otherwise allowed and lawfully displayed under this Article.
  - (2) The owner of any sign allowed and lawfully displayed under this Article may substitute noncommercial speech in lieu of any other commercial or noncommercial speech, with no permit or other approval required from the City solely for the substitution of copy.
  - (3) This section does not authorize the substitution of an off-premises commercial message in place of a noncommercial or on-premises commercial message.

### **Sec. 22-443. Permit Required.**

- (a) Interpretation and administration. The Building Official, or their designee, shall be responsible for interpreting and administering this Article.
  - (b) Sign permit required. No sign, other than those signs allowed without a permit by this Article, shall be erected, placed, attached, secured, altered or displayed to/on the ground, any building, or any structure, until a permit for such sign has been issued by the Building Official.
    - (1) *Permit fees and sign contractors.* Every application for a permit shall be submitted along with a nonrefundable fee in the amount set forth in Appendix A of this Code. A permit may only be issued to a sign contractor that carries at least \$300,000.00 of general liability insurance and provides evidence of such insurance coverage to the Building Official when they submit the permit application.
    - (2) *Permit expiration.* A permit for a sign shall expire if an inspection has not passed within 180 days from the date of issuance of such permit.
    - (3) *Electrical permit.* Where signs contain electrical wiring and connections, an electrical permit must also be obtained in addition to the permit for the sign. No sign shall be erected in violation of the City's electrical code or regulations.
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- (4) *Not to issue to persons previously failing to pay fees.* The City shall not issue a permit under the provisions of this Article to any person, business, entity, organization or activity who has previously failed or refused to pay any fees or costs assessed against him under the provisions of this Article.
- (c) *Applications.* The applicant for a permit shall provide plans, documents and other information required by the Building Official in connection with the application to demonstrate compliance with all regulations, including but not limited to each of the following:
- (1) A plot plan declaring all property lines, setbacks, easements, rights-of-way, other existing signs maintained on the lot and the required distance separation to the closest monument sign in any direction scaled to linear feet;
  - (2) A scaled drawing of the height, width and display area of the proposed sign;
  - (3) A drawing of the lot plan or building facade indicating the proposed location of the sign, specifications, materials and landscaping plan; and Electrical plan and load requirements.
- (d) *Work started without a permit.* No sign requiring a permit may be erected, placed, attached, secured, altered or displayed without first obtaining the required permit. If any work for which a permit is required by this Article has been commenced without first obtaining a permit, the permit fee shall be doubled provided that the Building Official determines the sign meets all applicable regulations. If the Building Official determines the sign does not meet all applicable regulations, or a determination cannot be made, the Building Official is authorized to order the sign be removed.
- (e) *Inspection.* The Building Official is authorized to perform an inspection of all signs as necessary to ensure that the sign has been constructed in accordance with this Article, other applicable ordinances, and the applicable permits. The Building Official shall solely determine the method and time of such inspections.
- (f) *Suspend or Revoke.* The Building Official may suspend or revoke any sign permit issued in error or on the basis of incorrect or false information supplied, or whenever such permit was issued in violation of any provision of this Article, any other ordinance of the City, the laws of the state or the federal government. Any sign that is the subject of a revoked permit shall be immediately removed by the person in control of the sign or the property on which the sign is located.
- (g) *Temporary exemptions.* The Building Official shall have the authority to approve temporary exceptions to the regulations or waive application requirements set forth in this Article in emergency circumstances or in the interest of public safety.
- (h) *Changes.* After a sign permit has been issued by the Building Official, it shall be unlawful to change, modify, alter, or otherwise deviate from the terms and conditions of said sign permit without prior approval by the Building Official.

## **Sec. 22-444. Variances and Appeals.**

### (a) *Variances.*

- (1) Requests for variances to sign regulations shall be made in writing and heard by the Planning and Zoning Commission at a public hearing. An application requesting a variance to the sign regulations may be obtained from Development Services. The application requires written authorization from the property owner before being filed.
- (2) Before the 10th calendar day of the date of the public hearing conducted by the Planning and Zoning Commission, written notice of the public hearing shall be sent by its deposit in the United States mail to each owner, as indicated by the most recently approved municipal tax roll of property within 200 feet of the property on which the variance is proposed. The notice shall

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include a description of the time and place of such hearing, a description of the location of the subject property, and a description of the requested variance. In addition, the notice shall be published in the official newspaper of the City stating the time and place of such hearing, a minimum of 10 calendar days prior to the date of the public hearing.

- (3) In order to approve a request for a variance, the Planning and Zoning Commission shall determine that the request meets three of the following four criteria:
- (i) The proposed sign shall not adversely impact the adjacent property (visibility, size and the like);
  - (ii) The proposed sign shall be of a unique design or configuration;
  - (iii) The variance is needed due to restricted area, shape, topography, or physical features that are unique to the property or structure on which the proposed sign would be erected; or
  - (iv) The variance will substantially improve the public convenience and welfare and does not violate the intent of this Article.
- (4) The applicant, the Director responsible for the Planning and Zoning Commission, or four voting members of City Council may appeal the commission's decision to deny or grant the variance by submitting a written notice of appeal to the Director of Development Services. Any appeal of a decision made on a variance by the Planning and Zoning Commission shall be heard by the City Council and must be submitted within 14 calendar days from the date of the Planning and Zoning Commission's decision on the variance. The appeal will require re-notification of the surrounding property owners and publication in the newspaper in the same manner described in subsection (B), above.
- (5) A vote of three-fourths of the Councilmembers present, or four votes, whichever is greater, is required to overturn the Planning and Zoning Commission's decision. The City Council's decision is final.
- (b) Appeals of Building Official's interpretation/decision. Any appeal of an administrative interpretation or decision issued in connection with the requirements of this Article must be in writing and received by the Director of Development Services within 15 calendar days after the date of the written notice of such decision. The Director of Development Services shall hear and decide the appeal. An appeal of the Director's decision shall be made to the City Manager. Appeals to the City Manager shall be made in writing within 10 calendar days from the date of the Director's decision and shall be submitted to the City Manager. An appeal of the City Manager's decision shall be made to the Planning and Zoning Commission. Appeals to the Planning and Zoning Commission shall be made in writing within 10 calendar days from the date of the City Manager's decision and shall be submitted to the City Manager. The Planning and Zoning Commission's decision on the appeal shall be final.
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## Sec. 22-445. Nonconforming Signs.

(a) Nonconforming signs.

(1) A nonconforming sign may not be:

- (i) Changed to another nonconforming sign;
- (ii) Structurally altered so as to prolong the life of the sign;
- (iii) Expanded to increase the size;
- (iv) Changed to use a different method or technology to convey a message;
- (v) Re-established after its removal for a period of more than 30 calendar days;
- (vi) Moved in whole or in part to any other location on the same or any other premises unless every portion of such sign is made to conform to all of the regulations of this Article;
- (vii) Re-established after damage or destruction if the estimated expense of reconstruction exceeds 50 percent of its fair market value prior to the time of destruction;
- (viii) Maintained if the sign has fallen to the ground; or
- (ix) Maintained if the sign leans such that the angle between the sign and the ground is 70 degrees or less.

(b) Maintenance. A nonconforming sign may be maintained as follows:

(1) Maintenance operations may be performed on the sign. For purposes of this section, "maintenance operations" means the process of keeping a sign in good repair. Maintenance operations include:

- (i) Cleaning;
- (ii) Painting;
- (iii) Repair of parts with like materials in a manner that does not alter the basic design or structure of the sign, provided that the cost of all repairs performed during any consecutive 365 calendar day period is not more than 60 percent of the cost of erecting a new sign of the same type at the same location; and
- (iv) Replacement of parts with like materials in a manner that does not alter the basic design or structure of the sign, provided that the cost of all replacement of parts performed during any consecutive 365 calendar day period is not more than 60 percent of the cost of erecting a new sign of the same type at the same location. The 365 calendar day period limitation shall not apply to a sign that has been blown down or otherwise destroyed as described in subsection (1) above. Examples of actions that are not maintenance operations and are therefore prohibited include, without limitation:
  - (1) Converting a sign from a multiple pole structure to a monopole structure;
  - (2) Replacing wooden components with metal components;
  - (3) Increasing the area or height of a sign;
  - (4) Adding illumination to a nonilluminated sign;

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- (5) Adding additional display faces;
- (6) Converting a sign to utilize animated display or moveable copy technology, including but not limited to signs featuring Tri-Vision technology; and
- (7) Updating the technology in an already existing animated display or moveable copy signs. If a sign is dismantled for any purpose other than an alteration or maintenance operation permitted hereunder, the sign may not be altered, reconstructed, repaired or replaced, and the owner shall remove the sign or bring it into compliance with this Article and all other applicable ordinances.
- (2) Ordinary repairs and maintenance, including the removing and replacing of the outer panels are permitted, provided that the panels are replaced with identical panels and that no structural alterations or other work which extends the normal life of the nonconforming sign shall be permitted.
- (3) Single panels on multi-panel monument signs for multi-tenant shopping centers may be changed to reflect tenant changes.
- (4) A nonconforming sign or sign structure may be removed temporarily to perform sign maintenance or sign repair that is authorized under this Article. In order to preserve the nonconforming sign status, the person removing the sign must inform the Building Official, in writing, before the sign is removed. If the responsible party fails to inform the Building Official, any re-erected sign will be considered a new sign and must comply with the then-existing requirements under this Article.
- (5) Notwithstanding any other provision of this Article, any sign that is a legally existing nonconforming sign hereunder may be relocated on the same lot or tract of land if the sign is required to be removed from its present location because the property on which the sign is located is acquired by any governmental agency or other entity which has or could have acquired the property through the exercise of its power of eminent domain or because such removal is necessary to accommodate a City capital improvement project, provided, however, such relocated sign shall be placed to comply with all setbacks and other locational requirements as set forth in this Article.
- (6) Change to a conforming sign. A nonconforming sign may be altered to become or be replaced with a conforming sign by right. Once a sign is altered to conform or is replaced with a conforming sign, the nonconforming rights for that sign are lost and a nonconforming sign may not be re-established.
- (7) If there is no sign in place on a sign structure or building wall for six consecutive months, the nonconforming rights are lost and a nonconforming sign may not be re-established. If the sign structure is unused for less than six consecutive months, a nonconforming sign may be re-established.
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- (c) Nonconforming sign registration and amortization.
- (1) Registration. The operator and/or owner of any nonconforming sign shall register such nonconforming sign and obtain from the City Manager a certificate of nonconforming rights within 12 months after the sign becomes nonconforming or 12 months after the date of publication of the ordinance from which this Article was derived, whichever occurs later. If a sign qualifies as a nonconforming sign and the operator and/or owner registers the sign with the City, the City Manager shall issue a certificate of nonconforming rights. Failure to obtain this certificate of nonconforming rights within the requisite time shall terminate the sign's status as a nonconforming sign and such sign shall be considered an illegal sign.
  - (2) Amortization. Any nonconforming sign may be amortized and removed by the City in accordance with applicable law.

### **Sec. 22-446. Inspections and Removal.**

- (a) *Inspection.* The building official is authorized to perform an inspection of all signs as necessary to ensure that the sign has been constructed in accordance with this Article, other applicable ordinances, and the applicable permits. The building official shall solely determine the method and time of such inspections.
- (b) *Removal of neglected signs.* Any sign the City determines is neglected or does not conform to this Article shall be removed by the owner, agent or person having the beneficial use of the land, buildings or structure upon which the sign is located within ten days after written notification to do so from the City. The City may remove or have removed, without notice, and assess the owner for the costs, any sign which is an immediate peril to persons or property.
- (c) *Removal of illegally erected signs.*
  - (1) Any temporary nuisance sign that is erected, constructed or otherwise displayed, which the City determines to be in violation of this Article, may be removed by City personnel. Any such sign removed by City personnel may be immediately disposed of. The City is not required to notify the permit holder or owner of the sign that it has been picked up or that disposal of the sign is imminent.
  - (2) For permanent signs, the sign must be removed by the permit holder, owner of the sign, or owner of the property on which the sign is located within ten days after the City sends written notice to remove the sign. Upon failure to comply with the notice or to file an appeal of the decision in accordance with this Article, the City is authorized to cause the removal of the sign and assess the permit holder, owner of the sign and/or owner of the property on which the sign is located for all costs associated with removal. The permit holder, owner of the sign, and the owner of the property on which the sign is located shall be jointly and severally liable for such costs.
  - (3) Responsible person. The person(s) physically placing a temporary nuisance sign and/or the owner of a temporary nuisance sign are jointly and severally responsible for the posting and removal of said sign. It is prima facie evidence of a person's ownership of a temporary nuisance sign that the person's name, address, telephone number or other contact information is on a temporary nuisance sign, or the person is otherwise described or identified on the sign.
  - (4) Obligation to remove. The City, at the Building Official's sole discretion, may require the person responsible for a temporary nuisance sign to remove the sign. If so directed, the person responsible for the temporary nuisance sign must remove the sign at their own cost within 24 hours of the City sending notice to remove such sign. The City may provide notice under this section in person, by email, by mail or by telephone. A person's failure to remove a temporary nuisance sign after receiving such notice from the City shall constitute an offense separate from that of the violation of posting the temporary nuisance sign.

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## Sec. 22-447. Prohibited Signs.

Any sign not specifically allowed by this Article shall be prohibited. In addition, the following types of signs are expressly prohibited within the City:

- (a) Any sign not referenced in or governed by this Article.
  - (b) Any sign erected or installed without the issuance of a permit, either prior to or after the adoption of this Article (if a permit was required);
    - (1) Any changeable electronic variable message sign (CEVMS) or light emitting diode (LED) billboards located, relocated or upgraded along a regulated highway;
    - (2) Any sign erected or installed in or over a public right-of-way or access easement, unless permitted within this Article.
    - (2) *Signs imitating traffic or emergency signs.* Signs may not contain any combination of forms, words, colors, or lights, which imitate standard public traffic, regulatory, emergency signs, or signals.
    - (3) *Signs violating other laws or ordinances.* Signs erected in violation of any ordinance adopted by the City or any state or federal law (e.g., traffic visibility requirements, zoning, building code, or electrical code).
    - (4) *Off-premises signs.* Off-premises signs, unless specifically allowed by this Article.
    - (5) *Signs causing a nuisance or hazard because of illumination.* Signs that are illuminated at night may not exceed a maximum luminance level of 750 cd/m<sup>2</sup> or Nits, regardless of the method of illumination.
    - (6) Any sign that emits odor or visible matter;
    - (7) *Signs on sidewalks, curbs, gutters or streets.* Signs attached to or painted on any sidewalk, curb, gutter, or street (except street address numbers).
    - (8) *Moving, flashing, revolving or color changing signs or light strips.* Signs that move (such as flag or inflatable signs), flash light intermittently, change color, revolve, or frame a window or door, unless specifically allowed in this Article.
    - (9) *Signs attached to or painted on a fence, wall or railing.* Signs attached to or painted on the outside of a fence, wall or railing, unless specifically allowed by this Article.
    - (10) Audible signs.
    - (11) Billboards.
    - (12) Pole signs.
    - (13) Revolving signs.
    - (14) Snipe signs.
    - (15) Searchlights and skylights.
    - (16) Sloping roof signs.
    - (17) Temporary nuisance signs.
    - (18) Vehicular signs.
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## Sec. 22-448. Exempt Signs.

A permit shall not be required for the following signs provided that such signs comply with all other applicable provisions of this Article:

- (a) *Traffic.* Traffic or street signs, legal notices, railroad crossing signs, danger, and emergency, temporary or non-advertising signs as may be approved by the City Council or the City manager or his authorized representative.
  - (b) *Signs inside a building.* Signs located inside a building and which are not displayed so as to be visible from outside the building. Signs located in covered mall buildings shall comply with the current building code and electrical code.
  - (c) *Changeable copy.* Copy change only for previously permitted signs designed to provide a changeable copy area.
  - (d) *Government signs.* Flags, insignia, legal notices, or informational, directional or traffic signs which are legally required or necessary to the essential functions of government agencies or any government owned signs on government property or in the public right-of-way.
  - (e) *A-frame / sidewalk sign* when no larger than six square feet per side. A-frame and sidewalk signs are limited to being displayed during normal business hours. Signs are limited to one sign only to be located within 20' of the entrance and 5' of the building, although not in the public right-of-way.
  - (f) *Flags.*
    - (1) All flags shall comply with Title 4 of the United States Code, when applicable.
    - (2) Flag poles must be located at least 15 feet from any property line.
    - (3) The maximum height of a flag pole on a lot within a residential use is 20 feet. The maximum height of a flag pole on a lot with a nonresidential use is 40 feet.
    - (4) No flag or flag pole may be located within any access or utility easement.
    - (5) A property within a non-residential use may erect a maximum of three flag poles per tract of land. A property within a residential use may erect a maximum of one flag pole per tract of land.
  - (g) *Holiday lights and decorations.*
  - (h) Human signs when located on private property with the consent of that owner. Human signs are prohibited on public property and rights-of-way.
  - (i) *Temporary signs.*
    - (1) One temporary sign may be located on a property with owner consent before an election involving candidates for a federal, state or local office that represent the district in which the property is located or involving an issue on the ballot of an election within the district where the property is located per issue and per candidate. Signs placed before an election shall be no larger than nine (9) square feet in sign area. A sign may remain on the property up to seven (7) days after the election at issue. This subsection does not limit the content on the temporary sign. Snipe signs are prohibited.
    - (2) One additional temporary sign, not exceeding six (6) square feet in sign area, may be located on a property with owner consent if the property is for sale or lease or if an individual unit is for sale or lease. Signs placed under this subsection must be removed within ten (10) days following the date a contract of sale has been executed or a rental agreement has been executed. This subsection does not limit the content on the temporary sign.
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- (3) One additional temporary sign, on a commercial property, no larger than 32 sqft, that meets all the other requirements of this ordinance may be placed on a lot if;
- a. A commercial building permit has been issued and the property is the subject of an active construction site for said commercial building.
  - b. A certificate of occupancy has been issued for a business located and operating on the lot within the last 30 days.
- (j) *Window signs.* Window signs shall meet the following regulations:
- (1) Window signs must not obscure more than 25 percent of the window area per panel.
  - (2) The sign area shall be measured by drawing a rectangular or square box around the sign elements, then multiplying the height by the width. For signs whose shape is irregular, the box must enclose all elements of the sign.
  - (3) Window signs are limited to one (1) sign per window.
  - (4) Illuminated and non-illuminated window signs or its appendages shall not blink, strobe, fade, flash, scroll or move in any manner. Illuminated window signs shall remain static and stationary.
- (k) *Other signs.* A property owner may place one (1) sign with a sign face no larger than two (2) square feet on the property at any time.

### **Sec. 22-449. Special Events.**

Signs erected or placed as part of special events shall comply with this section. A sign plan must be submitted to the City for review. No signs may be placed until the plan is approved. The plan shall adhere to the following guidelines:

- (1) Limited to two signs per event on the property where the event or activity occurs or is located and may be located up to the property line.
- (2) Off-premises signs associated with a special event must be located on private property and the event organizer must have written permission from the property owner to place the sign on their property.
- (3) The maximum off-premises sign area is 24 square feet with a maximum height of six feet. A minimum of 20 feet between each approved sign and/or banner is required. Signs and/or banners may not be installed or mounted on an approved sign.
- (4) A maximum of six off-premises signs associated with a special event may be located in the City at a given time.
- (5) Signs shall not be located on residential premises without written consent of the residential property owner and comply with all yard sign provisions.
- (6) All signage associated with a special event may be erected no earlier than seven days prior to the commencement of the event or activity and must be removed within 48 hours after the event or activity concludes.

### **Sec. 22-450. Signs Allowed; Permit Required.**

- (a) *Awning signs.* Awning signs must meet the following regulations:
- (1) An awning may extend the full length of the wall of the building to which it is attached and shall be no more than six feet in height and shall not be placed less than eight feet above the sidewalk.
  - (2) The artwork or copy for an awning sign shall not exceed 20 percent of the area of the awning and shall extend for no more than 60 percent of the length of the awning.

(3) Awning signs are permitted only in nonresidential zoning districts.

(b) *Canopy sign.* Canopy signs must meet the following regulations:

- (1) A canopy sign may be attached to, or be an integral part, of the face of a canopy.
- (2) The artwork or copy on a canopy sign shall not exceed ten percent of the face of the canopy, or a maximum of 25 square feet, whichever is greater.
- (3) An illuminated stripe may be incorporated into a canopy. The stripe may extend along the entire length of the face of the canopy. The width or thickness of the stripe shall be limited to one-third of the vertical dimension of the face of the canopy. The internal illumination of a canopy is limited to the portions of the canopy face on which a sign or stripe is permitted.

(4) Canopy signs are permitted only in nonresidential zoning districts.

(c) Monument signs.

- (1) All monument signs shall be compatible with the colors and aesthetic of the building that is located on the same lot as the sign.
- (2) No sign shall be placed in or extend beyond the vertical plane of a property line, public street, sidewalk, easement or right-of-way.
- (3) Any monument sign must be separated by at least 100 feet from any other monument sign on the same property, measured along the right-of-way.
- (4) *Changeable message signs.* Monument signs may include a maximum area of 32 square feet that incorporates changeable messages or lettering, as defined, in the sign face. Such messages shall not blink, flash, or scroll. Changeable message signs are allowed to change their message a maximum of once every eight seconds.
- (5) *Street addresses.* On-premises signs shall display the street addresses of the business location it advertises in numbers at least five inches high on each monument sign in legible form within 40 feet of the nearest public roadway. Such numbers shall increase one inch in height for each additional 40 feet, or fractional part thereof, the sign is located from such roadway and utilizes contrasting colors.
- (6) *Illumination.* Monument signs may be illuminated by a ground lighting source where the light itself and supporting structure are screened from the public right-of-way. Ground lighting must be of one constant color and not pose a traffic concern as determined by the City. Signs may be back-lit using internal lighting.
- (7) *Properties with single tenants.* A single tenant sign is permitted in nonresidential zoning districts or on a lot within a residential zoning district that contains allowed non-single family uses.
  - (i) A lot is allowed a maximum of one MIS per street frontage.
  - (ii) Maximum display area allowance is 48 square feet.
  - (iii) Maximum height is eight feet.
  - (iv) Maximum width is six feet.
- (8) *Properties with multiple tenants.* Multiple business signs (MBS) advertising multiple businesses in a multi-tenant complex shall observe the following specific rules and regulations herein contained. Shopping centers and/or office complexes with multiple tenants are permitted to erect monument signs that comply with the following regulations:

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- (i) A multiple business sign shall not be erected, constructed, or maintained within 100 feet of any other sign except for signs on the buildings of the businesses advertised on the multiple business sign and traffic, street or directional signs.
  - (ii) There may be more than one multiple business signs on each street frontage. The minimum distance between each such multiple business sign shall be 250 feet.
  - (iii) A single lot may have a multiple business complex (MBC) sign and a single tenant sign with a minimum separation of 100 feet.
  - (iv) One Unified Development Monument Sign is permitted per street frontage of the development. One additional UDMS is permitted along a street for each additional 750 linear feet, or portion thereof, of street frontage that exceeds 750 linear feet of street frontage.
  - (v) The maximum area of a MBS shall be based on the size of all the lots within the identified development. The maximum area of a MBS for a development zone of five acres or less is 60 square feet. For every whole two acres over five acres, the area of the MBS may be increased by 12 square feet but in no event shall the maximum area of a MBS exceed 168 square feet.
  - (vi) Maximum height shall be 12 feet plus two feet per whole additional two acres up to a maximum of 20 feet
  - (vii) Tenant panels do not require a permit, but a building permit or certificate of occupancy must be issued for the tenant/user.
- (9) *Residential.* Monument signs may be placed on private property within a residential zoning district only at the entrance to subdivisions and shall not be issued before the issuance of a building permit. Monument signs may be placed in the public right-of-way with the approval of the City Engineer.
- (i) May not exceed eight feet in height.
  - (ii) Subdivision entry signs may be attached to a wall at the subdivision entrance or installed as a monument sign.
  - (iii) Attached signs may not project above the top of the wall on which they are attached.
  - (iv) The maximum sign area is 32 square feet for attached signs and may not exceed 96 square feet for a monument sign.
  - (v) Only one monument sign or two attached signs may be placed at each subdivision entrance. A monument sign may have the subdivision name on both sides.
  - (vi) Monument signs may be located in the median at the street entrance if approved by the City in an approved plat, within a developer's agreement, or by separate approval of the planning and zoning commission.
- (d) *Mural.* A mural shall be located above grade and below the roof of the building and may only be located within a nonresidential zoning district. Murals shall not be applied to a roof or other similar cover of a building or structure. The maximum area of a mural shall not exceed the length or height of the exterior wall on which it is painted, drawn or applied. A mural shall not face a residential neighborhood, unless separated by a major thoroughfare.
- (e) *Projecting signs.*
- (1) Signs shall be constructed of noncombustible material.
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- (2) Signs shall not project more than three feet, measured from the building face and shall not be closer than two feet from the back of the curbline.
  - (3) Signs shall be at least eight feet above a sidewalk.
  - (4) Signs may be illuminated in conformance with this Article or other applicable City regulations.
  - (5) Signs shall be compatible in design and aesthetic with the architectural and historic character of the building.
  - (6) Signs shall not exceed 16 square feet per sign face.
- (f) *Wall signs.*
- (1) *Where allowed.* Wall signs shall be limited to buildings located in a nonresidential zoning district or to churches, apartments, schools and other nonresidential uses, with the exception of model homes, located within a residentially zoned district.
  - (2) *Installation requirements.* All signs and their words shall be mounted parallel to the building surface to which they are attached, and shall project no more than 18 inches from that surface, except for projecting signs as allowed in this section. Wall signs shall not extend above the wall or building surface to which the sign is attached. Banner signs shall not be utilized as permanent wall signs, but only as promotional signs as allowed.
  - (3) *Maximum sign area.* Wall signs may be installed on each face of a building described in subsection (1)(a) of this section except for signs located on the side or rear wall of a building where the sign would face an adjacent residential zoning district. Signs shall not, in total, exceed two square feet for every linear foot of the primary facade of the building or lease space, with no one sign exceeding 75 percent of the total allowed square footage. Wall signs mounted to the side or rear of a building shall not exceed one-half (½) the square footage area of signs mounted to the front of the building.

### **Sec. 22-451. General Sign Regulations.**

- (a) *Easements.* No sign shall be located in any easement other than a landscape easement.
  - (b) No sign shall be installed in such a way as to obstruct a motorist's view of oncoming traffic when stopped at an existing drive or at the intersection of two (or more) public streets. The motorist's eye is assumed to be at a point 15 feet from a point determined by the intersecting curblines or the edge of the roadway, whichever is more stringent. Traffic must be visible for a distance of ten times the speed limit on either side of the vehicle parallel to the intersecting roadway. This shall be applied to all public and private approaches affected.
  - (c) Every sign with any type of electrical connection must be listed by a recognized listing agency with a permanent label properly affixed.
  - (d) *Obstructing doors, windows, or fire escapes.* It shall be unlawful to erect, relocate, or maintain a sign in any manner that prevents free ingress to or egress from any door, window or fire escape, or to attach any sign to a standpipe or fire escape.
  - (e) *Signs prohibited on or over public property.* Except as otherwise provided for in this Article, no portion of any sign shall be erected on or over public property, or in the right-of-way of any thoroughfare within the
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City, except for signs in the downtown historic district meeting regulations in Section 6.3 of the Zoning Ordinance. Signs violating this provision shall be considered illegal signs and may be removed and disposed of by the City in accordance with this Article.

- (f) *Illumination of signs.*
- (1) No sign shall be illuminated to such intensity or in such a manner as to cause a glare or brightness to a degree that it constitutes a hazard or nuisance.
  - (2) Moving, flashing, changing color, beacons, revolving or similarly constructed signs shall not be allowed, except for electronic signs showing time and temperature.
  - (3) *Illumination of attached signs.* Attached signs may only be illuminated utilizing internal lighting. Exterior letters with exposed neon lighting are allowed.
  - (4) A sign in a residential district, where allowed by this Article, may be illuminated. Any illumination shall be located so as not to produce intense glare or direct illumination across the bounding property line. Internal illumination shall not exceed 40 watts per every 25 square feet or any portion thereof of the sign face.
- (g) *Signs attached to a building.* No portion of any type or style of a sign will be allowed to project above the vertical plane of the exterior wall, parapet, mansard or the fascia panels of a canopy upon which they are attached.
- (h) *Electrical signs.* Every sign with any type of electrical connection must be recognized by an approved listing agency with a permanent label properly affixed or be designed and assembled by a state-licensed master or sign electrician registered with the City. An electrical permit and approved inspection are required prior to the erection or attachment to the permanent structure.
- (i) The area of an individual sign shall be calculated as follows:
- (1) Sign face area.
    - (i) Sign cabinets. The area of sign faces enclosed in frames or cabinets is determined based on the outer dimensions of the frame or cabinet. Only one side of a double-sided sign is counted in determining the area of sign faces. Where the two sides are not of equal size, the larger of the two sides is used for the determination of sign area. The area of multiple-faced signs in which the interior angle formed by the faces is greater than ninety-one degrees (91°) shall be expressed as the sum of the areas of all the faces, except for multiple-faced signs containing faces that are configured back to back, in which case the area of the faces configured back to back will be calculated according to the rule for double-faced signs.
    - (ii) Round, oval and irregularly shaped signs. To be measured based on the appropriate mathematical formula to obtain the sign area for a circle, an oval or irregularly shaped sign.
  - (2) Calculating sign area and dimensions.
    - (i) Signs containing integral background areas. The height and width of a sign containing a clearly defined background area shall be calculated based on the dimensions of the smallest standard geometric shape or combination of geometric shapes capable of encompassing the perimeter of the background area of the sign. In the case of signs in which multiple background areas are separated by open space, sign height and width shall be calculated based on the sum of the dimensions of all separate background areas, calculated as referenced above, but without regard for any open space between the separate background areas.
    - (ii) Signs without integral background areas. In instances in which a sign consists of individual elements such as letters, symbols, or other graphic objects or representations that are painted, attached to, or otherwise affixed to a surface such as a wall, window, canopy, awning, architectural projection, or to any surface not specifically designed to serve as a sign background and as

approved by a facade plan, the sign height and width shall be based on the sum of the individual areas of the smallest geometric shape or combination of geometric shapes capable of encompassing the perimeters of the individual elements comprising the sign. Mixed-base lettering may be measured excluding either ascenders or decenters [descenders], but not both.

(iii) Awnings, canopies and marquees. When graphics or sign copy is incorporated into an awning, the sign dimension is determined by computing the area of a standard imaginary geometric shape or combination of shapes drawn around the sign copy area or graphics. When the ends of awnings or marquees are parallel and contain graphics or sign copy, only one side is counted in addition to the sign face area on the front.

(iv) Freestanding height of signs. The overall height of a freestanding sign or sign structure is measured from the lowest point of the ground directly below the sign to the highest point of the freestanding sign or sign structure. Exception: Where a freestanding sign or sign structure along a roadway that has a higher grade level as compared to the grade level directly below the freestanding sign or sign structure, then the freestanding sign or structure's height will be measured from the roadway grade level to the highest point of the freestanding sign or sign structure.

(j) Sign specifications, design, and other requirements.

(1) Compliance with zoning ordinance, International Building Code, National Electrical Code, and other ordinances. All sign structures shall comply with the City's comprehensive zoning ordinance, the International Building Code, the National Electrical Code and all other applicable City ordinances, as they currently exist or may be amended. If the provisions of this Article are more restrictive than another ordinance or code, then the provisions of this Article shall apply.

(2) Visibility. All signs shall observe all visibility requirements. Signs shall not be placed within visibility triangles, corner clips and V.A.M. (visibility, access and maintenance) easements as defined in the City's engineering design standards and regulations for public right-of-way visibility requirements as it currently exists or may be amended. Signs shall not otherwise create a hazard.

(3) Signs erected or placed in specified areas. Unless otherwise permitted in this Article, no person shall post or cause to be posted, attach or maintain any sign upon:

(i) Any City-owned property or public right-of-way without first obtaining an encroachment agreement executed between the City and the property owner;

(ii) Any utility easement. Should a property owner demonstrate to the City engineer and/or franchise utility company that there is no other viable location for a sign other than a utility easement, a sign may be located within the utility easement subject to written approval from the director of engineering and/or franchise utility company and subject to the providing of a letter to the City releasing the City of any liability for repair or replacement of a sign damaged by work occurring within the utility easement;

iii. Any tree, utility pole or structure, street sign, rail or any fence;

iv. Any fence, railing or wall; or

(v) Any sidewalk within the public right-of-way or sidewalk easement, curb, gutter, or street, except for house numbers or fire lane designation.

(3) Signs not to block or interfere with exits or windows, or pedestrian and vehicular traffic. No sign shall be erected to block, partially block or interfere in any way with a required means of exit from any building nor with any window. No sign shall block, interfere or otherwise hinder pedestrian or vehicular traffic on a public sidewalk, a public thoroughfare, a fire lane easement or a driveway.

(4) Multiple signs on a property or building. The permitting of a sign on a property or building shall not preclude the permitting of other types of signs on a property or building, unless the signs are expressly prohibited in this Article.

(5) Wall signs at closed locations. Where a building owner or lessee has received a permit for a sign and that location ceases operation, the owner of the property where the sign is located shall remove the wall sign and repair the wall to its original condition within 30 calendar days of the last day of operation or wrapped with a neutral color wrap approved by the Building Official for a maximum of six months. The wrap must be applied tightly to the sign. The owner may also print the logo and/or name on the wrap while a new sign is designed and built. At the end of six months, the sign shall immediately be deemed an abandoned sign and the owner shall remove the wall sign and repair the wall to its original condition.

(6) Scope limitation. Signs located within a building, with the exception of window signs, shall not be regulated by this Article.

(k) Changeable copy sign requirements. Changeable copy/electronically activated signs shall be permitted subject to the applicable provisions within the zoning districts in which they are located as well as the following:

(1) Such signs shall display static images for a period of three seconds.

(2) Variable message signs shall not be animated, flash, travel, blink, fade, or scroll. Variable message signs shall transition instantaneously to another static image. Each sign message shall be complete in itself and shall not continue on a subsequent sign message.

(3) In all zoning districts such signs shall come equipped with automatic dimming technology, which automatically adjusts the sign's brightness based on ambient light. Signs existing prior to November 1, 2010 shall only be required to include automatic dimming technology upon any upgrade or retrofit of the existing sign.

(l) Sign illumination. Signs may be illuminated consistent with the following standards:

(1) A sign in any zoning district may be illuminated at night. Signs that are illuminated at night may not exceed a maximum luminance level of 750 cd/m<sup>2</sup> or Nits, regardless of the method of illumination.

(2) Signs that have external illumination, whether the lighting is mounted above or below the sign face or panel, shall have lighting fixtures or luminaires that are fully shielded as defined in the Lighting and Glare Standards of the Comprehensive Zoning Ordinance, as it exists or may be amended.

(3) All illuminated signs must comply with the maximum luminance level of 750 cd/m<sup>2</sup> or Nits at least one-half hour before apparent sunset. All illuminated signs must comply with this maximum luminance level throughout the night, if the sign is energized, until apparent sunrise, at which time the sign may resume luminance levels appropriate for daylight conditions, when required or appropriate.

### **Sec. 22-452. Owners' Associations.**

Many of the single- and multiple-family projects in the City have established separate restrictions through their homeowners' association or property owners' association (association). The provisions of this Article shall not override a provision contained in the restrictions of such association if that provision is more restrictive than this Article. The restrictions of such an association shall not override this Article if the association restrictions are less restrictive. The HOA or property managers association is responsible for enforcing their deed restrictions. Such separate instruments are not binding on the City.

### **Sec. 22-453. Public Safety.**

(a) Nothing in this Article is meant to prevent any public safety organization or agency from setting up and utilizing any type of sign needed on a temporary basis to protect and enhance public safety solely at the discretion of the public agency in the performance of its official duties.

(b) Federal Bankruptcy Courts will issue orders that allow persons to violate this Article unless public health or safety is involved. It has been determined that the following listed signs impose a safety risk to the residents of the City. Therefore, all debtors and consultants in bankruptcy proceedings shall follow all local rules and regulations regarding these signs:

- (1) Balloons and other floating devices: Not allowed.
- (2) Cloud buster balloon and air devices: Not allowed.
- (3) Moving signs: Not allowed.
- (4) Pennants: Not allowed.
- (5) Audible signs: Not allowed.
- (6) Any sign supported by a fence: Not allowed.
- (7) Vehicle sign: Must follow regulations in this Article.
- (8) Human sign: Must follow regulations in this Article.
- (9) Temporary nuisance sign: Not allowed.

#### **Sec. 22-454. Civil and Criminal Penalties; Lessees.**

- (a) The City shall have the power to administer and enforce the provisions of this Article as may be required by governing law. Any person violating any provision of this Article is subject to suit for injunctive relief as well as prosecution for criminal violations. Any violation of this Article is hereby declared to be a nuisance.
- (b) For purposes of this Article, the lessee of a property is considered the property owner as to the property if the lessee holds a right to use that exclusive of others (or the sole right to occupy). If there are multiple lessees of a property, then each lessee must have the same rights and duties as the property owner as to the property the lessee leases and that the lessee has the sole right to occupy, and the size of the property must be deemed to be the property that the lessee has the sole right to occupy under the lease. Written authorization from a property owner to place signage on-site may be required.

#### **Sec. 22-455. Criminal Prosecution.**

It is an offense for any person to violate or cause, allow or permit a violation of any provision of this Article or to commit an act designated as unlawful by this Article, and the person who violates or causes, allows or permits a violation of this Article shall be guilty of a misdemeanor and shall be fined a sum not exceeding \$500.00. Each continuing day's violation under this Article shall constitute a separate offense. The penal provisions imposed under this Article shall not preclude the City from filing suit to enjoin the violation. The City retains all legal rights and remedies available to it pursuant to local, state and federal law.

#### **Sec. 22-456. Civil remedies.**

Nothing in this Article shall be construed as a waiver of the City's right to bring a civil action to enforce the provisions of this Article and to seek remedies as allowed by law, including, but not limited to the following:

- (a) Injunctive relief to prevent specific conduct that violates the Article or to require specific conduct that is necessary for compliance with the Article, including removal of signs that violate this Article at the expense of the sign owner;
- (b) A civil penalty of up to \$1,000.00 for each day when it is shown that the defendant was actually notified of the provisions of the Article, and after receiving notice, committed acts in violation of the Article or failed to take action necessary for compliance with the Article; and
- (c) Other available relief.

#### **Sec. 22-457. Other Enforcement.**

Upon receiving a court order authorizing removal, the City may remove any sign not in compliance with this Article at the sign or property owner's expense. The Building Official may also take necessary action to file a lien against the property to recover the cost of removal if the removal costs are not paid by the sign or property owner within 15 calendar days after the sign or property owner is billed.

### **Sec. 22-458. Definitions.**

The following words, terms and phrases, when used in this Article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*A-frame/sidewalk sign.* An A-frame sign is made of two pieces of wood, metal or other similar material approved by the Building Official connected at the top by hinges or similar devices and may collapse when the connecting devices are overextended or the two pieces of wood, metal or other similar material are against one another. A sidewalk sign is a freestanding sign with a weighted base which holds a two-sided sign.

*Alter* means to change the size, shape or outline, or type of sign or to change the electrical lighting, except for the replacement of lamps not brighter than the original or the replacement of a surface panel.

*Attach* means to stick, tack, nail or otherwise affix a sign to any object; to paint, stencil, write, or otherwise mark on an object.

*Audible sign* means any sign that emits music, talking, words, or other sound or amplification other than an order board such as those used at a drive-thru facility.

*Awning sign* means any sign attached to an architectural projection that provides weather protection, identity and decoration, and is supported by the building to which it is attached. It is composed of a lightweight rigid or retractable skeleton structure over which a thin cover is attached which may be of fabric or other materials, and may be illuminated.

*Billboard* means any sign that is freestanding, attached to or part of a building, and is an off-premises sign that is designed for a change in copy, so that the characters, letters, display, or illustrations can be changed or rearranged within a fixed sign face.

*Building* means a structure which has a roof supported by columns, wall or air for the shelter, support, or enclosure of persons, animals, goods or movable property of any kind.

*Building Official* means the Building Official for the City or his designee.

*Canopy sign* means any sign that is attached to a roof-like structure which shelters a use such as, but not restricted to, a gasoline pump island or entrance to a structure, and is supported by either one or more columns or by the building to which it is accessory to and is open on two or more sides.

*Changeable message sign* means a sign whose face is designed and constructed in a manner capable of changing messages through a system of removable characters or panels attached to the face of the sign or changed by electronic means.

*Erect* means to build, construct, attach, hang, place, suspend or affix, and shall also include the painting of signs on the exterior surface of a building or structure.

*Facing or surface* means the surface of the sign upon, against or through which the message is displayed or illustrated on the sign.

*Flag/flagpole.* A piece of fabric or other flexible material attached to a ground-supported staff on one end.

*Holiday lights and decorations.* Temporary lights and decorations displayed 45 days or less before a federal, state, or locally recognized holiday.

*Human sign* means a sign held by or attached to a human being who stands or walks on the ground, on-site at a business location or off-site. A human sign also includes a person dressed in costume, for a commercial purpose of advertising or otherwise drawing attention to an individual, business, commodity, service, activity, or product of a business.

*Illuminated sign* means any sign which has characters, letters, figures, or designs illuminated by electric lights, luminous tubes or other means that are specifically placed to draw attention to, or to provide nighttime viewing of, the subject matter on the sign face.

*Inflatable sign* means any sign manufactured of plastic, cloth, canvas or other flexible or light fabric, inflated with air, secured to the ground, does not float, and does not exceed thirty (20) feet in height.

*Monument sign* means any detached sign made from masonry, concrete materials, wood or plastic, provided that a masonry or metal base is incorporated into the sign, with no separation between the base of the sign and grade.

*Multi-tenant complex* means a group of separate buildings platted as a single subdivision. Buildings may be on separate lots, but are contained within the same subdivision plat.

*Mural* means pictures or artwork painted, drawn or applied on an exterior wall that does not depict or contain advertising, logos or images of a product or service available on-site or off-site. Murals are not used to advertise products or services offered or sold on-site or off-site.

*Neglected sign* means a sign that has any missing panels, burned out lights, missing letters or characters, has rust, has loose parts, has damage, faded from its original color, supports or framework with missing sign or parts, or is not maintained. Neglected signs are prohibited in the City.

*Noncombustible material* means any material which will not ignite at or below a temperature of 1,200 degrees Fahrenheit, and will not continue to burn or glow at that temperature.

*Nonconforming sign* means a sign and its supporting structure which does not conform to all or part of the provisions of this Article, and:

- (a) Was in existence and lawfully erected prior to the effective date of the ordinance from which this Article is derived;
- (b) Was in existence and lawfully located and used in accordance with the provisions of the prior ordinance applicable thereto, or which was considered legally nonconforming there under, and has since been in continuous or regular use; or
- (c) Was in existence, located, and used on the premises at the time it was annexed into the City and has since been in regular and continuous use.

*Off-premises sign* means any sign that displays any message directing attention to a business, product, service, profession, commodity, activity, event, person, institution or other commercial message which is generally conducted, sold, manufactured, produced, offered or occurs elsewhere than on the premises where the sign is located. For purposes of this definition, any portion of a lawfully permitted special event where public streets have been closed to traffic in accordance with this code shall be considered a single premises.

*Pennant* means any lightweight plastic, fabric, or other material, whether or not containing a message of any kind, suspended from a rope, wire or string, usually in a series, designed to move in the wind.

*Pole sign* means any sign erected on a vertical framework consisting of one or more uprights supported by the ground and where there is a physical separation between the base of the sign and the ground.

*Premises* means a lot or unplatted tract, or a combination of contiguous lots and/or unplatted tracts of land where the lot, tract, or combination of lots and/or tracts is under single ownership and is reflected in the plat record of the City.

*Projecting sign* means any sign which is attached to and supported by a building or wall and which projects outward from the building or wall, generally at a right angle.

*Public right-of-way* means a dedicated road or street including the easement for that road or street.

*Revolving sign* means any sign that turns, spins, or partially or completely revolves on an axis.

*Roof* means any exterior surface of a structure that has a slope of less than 60 degrees and shall also include the top most portion of any structure.

*Searchlight* or skylight means an apparatus capable of projecting a beam of light in excess of 10,000 peak candlepower.

*Sign* means a structure, sign, display, light device, figure, painting, drawing, message, plaque, poster, billboard, or other object that is designed, intended, or used that includes text or images designed to communicate. Signs located completely within an enclosed building and not exposed to view from a street shall not be considered a sign. Each display surface of a sign or sign face shall be considered to be a sign.

*Sign area* means the space enclosed within the extreme edges of the sign for each sign face, not including the supporting structure or where attached directly to a building wall or surface, the space within the outline enclosing all the characters of the words, numbers, or design.

*Sign contractor* means a general contractor.

*Sign height* means the highest elevation of any part of a sign structure measured from the crown of the current or proposed future street improvement as determined by the City engineer of the street or road for which the sign fronts.

*Sign sight triangle / sight visibility triangle* means the triangle formed at an intersection by intersecting curblines and a non-curblin joining the curblines. The triangle is formed by a motorist's view of oncoming traffic when exiting a private drive or at the intersection of two (or more) public streets. The motorist's eye is assumed to be at a point 15 feet from the edge of the roadway. Traffic must be visible for a distance of ten times the speed limit on either side of the vehicle parallel to the intersecting roadway. No sign shall be placed in or above the triangular area created by the motorist's view described by this subsection. This will include those areas that may pose a pedestrian safety concern as determined by the City.

*Sign, subdivision entry*, means any permanent on-site sign identifying a subdivision located in a residential zoning district.

*Sign, temporary*, means a banner, pennant, poster, or advertising display constructed of paper, cloth, canvas, plastic sheet, cardboard, wallboard, plywood, or other like materials and that appears to be intended or is determined by the Building Official to be displayed for a limited period of time.

*Sign, temporary nuisance*, means any temporary sign placed in the public right-of-way and/or on public property that is not otherwise expressly allowed to be located within the public right-of-way and/or public property pursuant to this Article.

*Sign setback* means the horizontal distance between a sign and the front or side property line, as measured from that part of the sign, including its extremities and supports, nearest to any point on any imaginary vertical plane projecting vertically from the front or side property line.

*Snipe sign* means any sign, generally of a temporary nature, made of any material, when such sign is tacked, nailed, posted, pasted, glued or otherwise attached to trees, poles, stakes, fences, or other objects not erected, owned, and maintained by the owner of the sign and without the consent of the property owner or lessee.

*Sign support* means any pole, post, strut, cable or other structural fixture or framework necessary to hold and secure a sign, providing that said fixture or framework is not imprinted with any picture, symbol or word using characters in excess of one inch in height, nor is internally or decoratively illuminated.

*Sloping roof sign.* A sign that is attached, painted, or drawn on a roof or at the base of a sloping roof element in such a way as to be seen from a public right-of-way.

*Temporary nuisance sign* means any temporary sign placed in the public right-of-way and/or on public property that is not otherwise expressly allowed to be located within the public right-of-way and/or public property pursuant to this Article.

*Temporary sign* means a banner, pennant, poster, or advertising display constructed of paper, cloth, canvas, plastic sheet, cardboard, wallboard, plywood, or other like materials and that appears to be intended or is determined by the Building Official to be displayed for a limited period of time.

*Vehicular sign* means a sign painted upon or applied directly to any vehicle, truck, car, bus, trailer, boat, recreational vehicle, motorcycle or any other vehicle; that are parked on a public right-of-way, public property, or private property so as to be visible from a public right-of-way where the apparent purpose is to advertise a product or direct people to a business or activity located on the same or nearby property.

*Wall sign* means any sign attached to or painted on a wall of a building or structure so that the wall forms the supporting structure or becomes the background of the sign and which does not project more than 18 inches from the wall. Neon tubing attached directly to a wall surface shall be considered a wall sign when forming a border for the subject matter, or when directing attention to the subject matter or when forming letters, logos, or pictorial designs.

*Window sign* means any sign, banner, poster or display located on the internal or external surface of the window of any establishment for the purpose of advertising services, products or sales available within such establishment or which announces the opening of such establishment. Neon tubing attached directly to a window surface or window framing shall be considered a wall sign when forming a border for the subject matter, or when directing attention to the subject matter or when forming letters, logos, or pictorial designs.

*Sign width* means the widest dimension determined by the largest measurement of all supports, projections or any part of a sign structure on any horizontal plane.

*Wall* means any exterior surface of a structure that has a slope of 60 degrees or more.

*Zoning district, nonresidential,* means any zoning district designated by the zoning ordinance of the City as NS, CR, CC, BG, LI, HI, PD, FP, DTH, and SBO.

*Zoning district, residential,* means any zoning district designated by the zoning ordinance of the City as AG/30, ED, SF-20/26, SF-10/24, TH, MF, and MH.

**Secs. 22-459—22-480. Reserved.**



# Wylie City Council

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## AGENDA REPORT

**Department:** Purchasing Department  
**Prepared By:** Christopher Rodriguez

**Account Code:** 415-5415-58210

### Subject

Consider, and act upon, the approval of an increase to the contract contingency in the amount of \$951,395.00, representing seven percent (7%) of the contract amount for Contract W2023-99-B, East FM 544 Road Reconstruction Project, to provide funding for future change orders, and authorizing the City Manager to execute any and all necessary documents.

### Recommendation

Motion to approve the Item as presented.

### Discussion

The East FM 544 Road Reconstruction Project, Contract No. W2023-99-B, was awarded in the amount of \$13,771,394.80, with an additional 5% pre-awarded change order allowance of \$688,569.74 to address anticipated adjustments during construction. The project scope includes major roadway reconstruction and associated improvements necessary to expand the corridor and improve traffic operations and safety.

During the course of construction, the original contract contingency and pre-awarded change order allowance have been fully utilized and exceeded due to necessary field adjustments, utility coordination impacts, and additional work required to complete the project in accordance with design intent and field conditions. These costs were essential to maintain project progress and avoid delays.

Staff is now requesting approval of an additional increase to the contract contingency in the amount of \$951,395.00, representing seven percent (7%) of the original contract amount. This includes \$100,000.00 to provide sufficient funding for remaining anticipated and potential final closeout change orders.

Approval of this item will allow the project to proceed to completion and final closeout while ensuring all contract-related costs are properly authorized. Staff recommends approval and authorizing the City Manager to execute any and all necessary documents.

(Wylie Agreement No. W2023-99B)



# Wylie City Council

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## AGENDA REPORT

**Department:** City Council

**Prepared By:** Stephanie Storm

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

### Subject

Consider, and act upon, nominations for a primary and an alternate member to serve on the North Central Texas Council of Governments (NCTCOG) Regional Transportation Council (RTC) of the Dallas/Fort Worth area for the cities of Allen, Rowlett, Sachse, Wylie, Murphy, Lucas, Parker, and Lavon.

### Recommendation

A motion to nominate \_\_\_\_\_ as the primary member and \_\_\_\_\_ as the alternate member to serve on the North Central Texas Council of Governments (NCTCOG) Regional Transportation Council (RTC) of the Dallas/Fort Worth area for the cities of Allen, Rowlett, Sachse, Wylie, Murphy, Lucas, Parker, and Lavon.

### Discussion

At the June 9, 2026 City Council meeting, Council nominated Matthew Porter, Mayor for the City of Wylie, as the primary member and Michael Schaeffer, Council member with the City of Allen, as the alternate member to serve on the NCTCOG RTC of the Dallas/Fort Worth area for the cities of Allen, Rowlett, Sachse, Wylie, Murphy, Lucas, Parker, and Lavon. After the recommendations were made, the City of Wylie received new information; therefore, this Item has been added back on the agenda for Council's discussion and consideration.

The North Central Texas Council of Governments (NCTCOG) is the Metropolitan Planning Organization for the Dallas-Fort Worth Metropolitan Area. The Regional Transportation Council (RTC), composed primarily of local elected officials, is the transportation policy body for the MPO. The RTC is responsible for direction and approval of the Metropolitan Transportation Plan, the Transportation Improvement Program, the Congestion Management Process, and the Unified Planning Work Program, and for satisfying and implementing federal and state laws and regulations pertaining to the regional transportation planning process.

Membership on the Regional Transportation Council is either by direct membership or group representation. Each seat on the Regional Transportation Council will be provided a primary member and permitted an alternate member. The Cities of Allen, Rowlett, Sachse, Wylie, Murphy, Lucas Parker and Lavon share a seat on the Regional Transportation Council. The RTC's Bylaws and Operating Procedures state that the person representing a group of several cities shall be selected by the mayors using a weighted vote of the maximum population or employment of the cities represented, and the person selected shall serve a two-year term beginning in July of even-numbered years and shall be serving on one of the governing bodies they represent. A table containing population and employment figures based on the demographic numbers from the last Bylaws revision is enclosed. The Bylaws further state that in the spirit of integrated transportation planning, all cities within a city-only cluster are eligible to hold the RTC membership seat for the cluster, and the cities should strongly consider rotation of the seat among the entities within the respective cluster. Items to consider when contemplating seat rotation may include: 1) a natural break in a member's government service, such as the conclusion of an elected term, 2) a member's potential to gain an officer position or advance through the officer ranks, 3) a member's strong performance and commitment to transportation planning, 4) the critical nature of a particular issue or project and its impact on an entity within the cluster, or 5) the overall success of the RTC and its importance in the region.

An alternate member is the individual appointed to represent an entity or group of entities on the Regional Transportation Council in the absence of the primary member. The alternate member must be predetermined in advance of a meeting and will have voting rights in the absence of the primary member. An entity or group of entities may elect to appoint its alternate member(s) from a pool of eligible nominees. The same requirements apply to alternate members as to primary members. If a primary member is an elected official, then the alternate member must also be an elected official; if a primary member is a non-elected individual, then the alternate member can be either a non-elected individual or an elected official. A best practice for city-only clusters may be to appoint the alternate member from an eligible entity within the cluster that is not providing the primary member.

The current primary representative is Matthew Porter, Mayor, City of Wylie, and the alternate representative is Michael Schaeffer, Councilmember, City of Allen. The City may choose to appoint a new primary representative and/or alternate representative. All appointments, whether a reappointment or a new appointment, must be received by June 30, 2026. Per the RTC Bylaws, the new two-year terms begin in July.



The Transportation Policy Body for the North Central Texas Council of Governments  
(Metropolitan Planning Organization for the Dallas-Fort Worth Region)

May 29, 2026

The Honorable Baine Brooks  
Mayor  
City of Allen  
305 Century Parkway  
Allen, TX 75013

The Honorable Jeff Bickerstaff  
Mayor  
City of Sachse  
3815 Sachse Rd.  
Sachse, TX 75048

The Honorable Matthew Porter  
Mayor  
City of Wylie  
300 Country Club Rd., Bldg. 100  
Wylie, TX 75098

The Honorable Scott Bradley  
Mayor  
City of Murphy  
206 North Murphy Rd.  
Murphy, TX 75094

The Honorable Dusty Kuykendall  
Mayor  
City of Lucas  
665 Country Club Rd.  
Lucas, TX 75002-7663

The Honorable Jeff Winget  
Mayor  
City of Rowlett  
4000 Main St.  
Rowlett, TX 75088

The Honorable Lee Pettle  
Mayor  
City of Parker  
5700 E. Parker Rd.  
Parker, TX 75002

The Honorable Vicki Sanson  
Mayor  
City of Lavon  
PO Box 340  
Lavon, TX 75166

Dear Mayors Brooks, Bickerstaff, Porter, Bradley, Kuykendall, Winget, Pettle, and Sanson:

The North Central Texas Council of Governments (NCTCOG) is the Metropolitan Planning Organization for the Dallas-Fort Worth Metropolitan Area. The Regional Transportation Council (RTC), composed primarily of local elected officials, is the transportation policy body for the MPO. The RTC is responsible for direction and approval of the Metropolitan Transportation Plan, the Transportation Improvement Program, the Congestion Management Process, and the Unified Planning Work Program, and for satisfying and implementing federal and state laws and regulations pertaining to the regional transportation planning process.

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Page Two

May 29, 2026

particular issue or project and its impact on an entity within the cluster, or 5) the overall success of the RTC and its importance in the region.

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Your current primary representative is Matthew Porter, Mayor, City of Wylie. Your current alternate representative is Michael Schaeffer, Councilmember, City of Allen. You may choose to appoint a new primary representative and/or alternate representative. **All appointments, whether a reappointment or new appointment, must be received by June 30, 2026.** Per the RTC Bylaws, the new two-year terms begin in July. Please email ([VPruitt-Jenkins@nctcog.org](mailto:VPruitt-Jenkins@nctcog.org)), mail (P.O. Box 5888, Arlington, TX 76005-5888), or fax (817/640-3028) your correspondence to Vercie Pruitt-Jenkins of NCTCOG. Please note that your designations must be confirmed in writing by all entities included in this group. Once the appointments have been determined by weighted vote, confirmation of the primary and/or alternate member(s) will be provided to your group.

In addition, the Regional Transportation Council has established an Ethics Policy in accordance with Section 472.034 of the Texas Transportation Code. This policy applies to both primary and alternate RTC members, whether elected or non-elected. All RTC members must also adhere to Chapter 171 of the Local Government Code and to the Code of Ethics from their respective local governments and public agencies. Please remind your representatives to be cognizant of these policies and codes.

Please contact Vercie Pruitt-Jenkins at [VPruitt-Jenkins@nctcog.org](mailto:VPruitt-Jenkins@nctcog.org) or 817/608-2325 if you have any questions. We look forward to working with you.

Sincerely,



Rick Bailey, Chair  
Regional Transportation Council  
Commissioner, Johnson County

VPJ  
Enclosure

cc: Michael Schaeffer, Councilmember, City of Allen (RTC Alternate Member)  
Aretha Adams, City Manager, City of Murphy  
John Witsell, City Manager, City of Lucas  
Kim Dobbs, City Manager, City of Lavon  
Eric Ellwanger, City Manager, City of Allen  
Kristoff Bauer, Interim City Manager, City of Rowlett  
Gina Nash, City Manager, City of Sachse  
Kent Manton, City Administrator, City of Parker  
Brent Parker, City Manager, City of Wylie

**APPENDIX A  
2022 RTC Membership Structure**

<u>City</u>	<u>2022 Population</u>	<u>2020 Employment</u>	<u>Maximum of Population and Employment</u>	<u>Percent of Total Based on Maximum</u>	<u>Share of 27 RTC City Seats</u>	<u>% of RTC Seat By Grouping</u>	<u>Number of RTC Seats by Formula</u>	<u>Current RTC Seats</u>	
<b>City Membership</b>									
Plano	290,850	309,830	309,830	4.47%	1.208	1.208	1	1	
McKinney	206,460	75,142	206,460	2.98%	0.805				
Anna	20,980	2,041	20,980	0.30%	0.082				
Princeton	21,760	1,184	21,760	0.31%	0.085				
Fairview	10,830	2,102	10,830	0.16%	0.042				
Melissa	18,030	1,264	18,030	0.26%	0.070	1.084	1	1	
Allen	104,870	48,745	104,870	1.51%	0.409				
Lucas	8,000	1,285	8,000	0.12%	0.031				
Wylie	60,460	12,579	60,460	0.87%	0.236				
Rowlett	65,030	11,730	65,030	0.94%	0.254				
Sachse	28,450	2,641	28,450	0.41%	0.111				
Murphy	21,200	3,269	21,200	0.31%	0.083				
Parker	5,730	414	5,730	0.08%	0.022				
Lavon	5,710	42	5,710	0.08%	0.022	1.168	1	1	
Frisco	217,470	103,440	217,470	3.14%	0.848				
Prosper	35,410	5,128	35,410	0.51%	0.138				
Little Elm	51,640	10,705	51,640	0.75%	0.201				
The Colony	45,900	14,923	45,900	0.66%	0.179				
Celina	25,240	2,623	25,240	0.36%	0.098				
Providence Village	8,260	639	8,260	0.12%	0.032	1.497	1	1	
Dallas	1,321,740	1,210,400	1,321,740	19.09%	5.154				
University Park	25,360	10,724	25,360	0.37%	0.099				
Highland Park	8,800	4,257	8,800	0.13%	0.034	5.287	5	6	Includes seat for Love Field
Garland	247,590	108,320	247,590	3.58%	0.965	0.965	1	1	
Addison	17,720	80,505	80,505	1.16%	0.314				
Richardson	122,570	170,520	170,520	2.46%	0.665	0.979	1	1	
Irving	261,350	309,100	309,100	4.46%	1.205				
Coppell	43,140	46,666	46,666	0.67%	0.182	1.387	1	1	
Mesquite	152,020	70,576	152,020	2.20%	0.593				
Balch Springs	27,740	6,919	27,740	0.40%	0.108				
Seagoville	19,580	3,793	19,580	0.28%	0.076				
Sunnyvale	8,540	4,768	8,540	0.12%	0.033	0.811	1	1	
Grand Prairie	199,780	88,592	199,780	2.89%	0.779	0.779	1	1	
Duncanville	40,700	16,236	40,700	0.59%	0.159				
DeSoto	57,380	20,743	57,380	0.83%	0.224				
Cedar Hill	50,280	15,260	50,280	0.73%	0.196				
Lancaster	41,560	15,443	41,560	0.60%	0.162				
Glenn Heights	18,090	550	18,090	0.26%	0.071				
Hutchins	5,700	4,742	5,700	0.08%	0.022				
Wilmer	6,690	462	6,690	0.10%	0.026	0.859	1	1	
Carrollton	135,110	114,810	135,110	1.95%	0.527				
Farmers Branch	38,140	87,335	87,335	1.26%	0.341	0.867	1	1	
Denton	146,750	106,740	146,750	2.12%	0.572				
Sanger	9,470	5,134	9,470	0.14%	0.037				
Corinth	22,800	7,052	22,800	0.33%	0.089				
Lake Dallas	7,790	2,811	7,790	0.11%	0.030				
Aubrey	7,580	913	7,580	0.11%	0.030				
Krum	5,790	827	5,790	0.08%	0.023				
Hickory Creek	5,440	1,301	5,440	0.08%	0.021				
Oak Point	5,000	558	5,000	0.07%	0.019	0.821	1	1	
Lewisville	132,620	94,311	132,620	1.92%	0.517				
Flower Mound	78,570	40,851	78,570	1.13%	0.306				
Highland Village	16,020	6,665	16,020	0.23%	0.062				
Northlake	8,790	3,120	8,790	0.13%	0.034				
Justin	5,820	3,657	5,820	0.08%	0.023	0.943	1	1	
Fort Worth	955,900	575,550	955,900	13.80%	3.727	3.727	4	4	
Arlington	399,560	225,160	399,560	5.77%	1.558	1.558	2	2	
N. Richland Hills	71,600	31,646	71,600	1.03%	0.279				
Richland Hills	8,630	5,848	8,630	0.12%	0.034				
Haltom City	46,260	21,351	46,260	0.67%	0.180				
Watauga	23,660	5,555	23,660	0.34%	0.092				
White Settlement	18,430	9,257	18,430	0.27%	0.072				
River Oaks	7,640	1,645	7,640	0.11%	0.030				
Lake Worth	4,710	6,125	6,125	0.09%	0.024				
Saginaw	24,450	7,556	24,450	0.35%	0.095				
Azle	13,610	4,825	13,610	0.20%	0.053				
Sansom Park	5,480	1,089	5,480	0.08%	0.021				
Keller	46,060	18,460	46,060	0.67%	0.180	1.060	1	1	
Grapevine	52,000	114,620	114,620	1.66%	0.447				
Southlake	31,770	36,439	36,439	0.53%	0.142				
Colleyville	26,370	10,289	26,370	0.38%	0.103				
Westlake	1,840	9,604	9,604	0.14%	0.037				
Trophy Club	14,400	2,526	14,400	0.21%	0.056				
Roanoke	9,830	5,774	9,830	0.14%	0.038				
Hurst	40,430	22,852	40,430	0.58%	0.158				
Euless	61,480	31,276	61,480	0.89%	0.240				
Bedford	49,930	34,770	49,930	0.72%	0.195	1.416	1	1	
Mansfield	77,040	30,508	77,040	1.11%	0.300				
Benbrook	25,240	6,243	25,240	0.36%	0.098				
Forest Hill	14,190	3,669	14,190	0.20%	0.055				
Crowley	18,600	4,821	18,600	0.27%	0.073				
Everman	6,170	1,703	6,170	0.09%	0.024				
Kennedale	8,530	2,374	8,530	0.12%	0.033	0.584	1	1	
<b>Total</b>	<b>6,618,110</b>	<b>4,505,922</b>	<b>6,924,764</b>		<b>27</b>	<b>27.000</b>	<b>27</b>	<b>28</b>	
<b>Allocation for City Seats</b>					<b>27</b>				
<b>Population Per RTC Seat</b>					<b>256,473</b>				

**APPENDIX A**  
**2022 RTC Membership Structure (Continued)**

<b>City Membership</b>		<b>Number of RTC Seats by Formula</b>	<b>Current RTC Seats</b>
		27	28
<b>2022 Population by County Grouped By RTC Seats</b>			
<b>County Membership</b>		<b>Number of RTC Seats</b>	<b>Current RTC Seats</b>
	<b>2022 Population</b>		
<b><u>Collin County</u></b>	<b>1,135,060</b>	<b>1</b>	<b>1</b>
<b><u>Dallas County</u></b>	<b>2,654,510</b>	<b>2</b>	<b>2</b>
<b><u>Denton County</u></b>	<b>950,660</b>	<b>1</b>	<b>1</b>
<b><u>Tarrant County</u></b>	<b>2,157,740</b>	<b>2</b>	<b>2</b>
<b><u>Ellis County</u> 207,620</b>			
Ennis	21,860		
Waxahachie	44,280		
Midlothian	37,580		
Red Oak	15,640		
<b><u>Kaufman County</u> 153,130</b>			
Forney	27,040		
Kaufman	6,990		
Terrell	17,590		
<b>Combined Ellis and Kaufman Population</b>	<b>360,750</b>	<b>1</b>	<b>1</b>
<b><u>Johnson County</u> 193,500</b>			
Burleson	50,210		
Cleburne	32,640		
Keene	6,500		
Joshua	8,370		
Venus	5,760		
Alvarado	5,330		
<b><u>Hood County</u> 62,120</b>			
Granbury	11,440		
<b>Combined Johnson and Hood Population</b>	<b>255,620</b>	<b>1</b>	<b>1</b>
<b><u>Hunt County</u> 104,900</b>			
Commerce	9,180		
Greenville	30,450		
<b><u>Rockwall County</u> 119,900</b>			
Rockwall	49,300		
Heath	9,890		
Royse City	18,810		
Fate	22,890		
<b>Combined Hunt and Rockwall Population</b>	<b>224,800</b>	<b>1</b>	<b>1</b>
<b><u>Parker County</u> 152,930</b>			
Weatherford	31,690		
Mineral Wells	15,090		
Willow Park	5,210		
Aledo	5,010		
<b><u>Wise County</u> 69,740</b>			
Decatur	6,910		
Bridgeport	5,930		
<b>Combined Parker and Wise Population</b>	<b>222,670</b>	<b>1</b>	<b>1</b>
<b>Total County Membership</b>		<b>10</b>	<b>10</b>
DART		1	1
DCTA		1	1
FWTA		1	1
DFW Airport		1	1
TxDOT Dallas		1	1
TxDOT Fort Worth		1	1
NTTA		1	1
<b>Total Transportation Providers</b>		<b>7</b>	<b>7</b>
<b>Total RTC Members</b>		<b>44</b>	<b>45</b>
<b>Total MPA Population</b>	<b>7,961,810</b>		

Data Based on NCTCOG Annual Population Estimates and Estimated 2020 Employment



# Wylie City Council

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## AGENDA REPORT

Department: City Manager

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

Prepared By: Brent Parker

### Subject

Joint Work Session with the Citizens Bond Advisory Committee to discuss the Committee’s recommendations.

### Recommendation

Discussion

### Discussion

The Citizens Bond Advisory Committee (CBAC) is composed of sixteen members appointed by the City Council. The CBAC met on June 1, June 8, and June 15 to discuss capital projects to recommend to the Council for a November bond election. The committee identified seven projects totaling \$110 million, as shown on the attached information. Council will need to adopt an ordinance or a resolution in August to call the election.

**RECOMMENDED BY MAJORITY**

<b>Project</b>	<b>Estimated Cost</b>
Rehab Public Works/Animal Shelter/Parking Lot/Demo	\$3 Million
S. Ballard/Sachse Rd.	\$6 Million
Downtown Improvements	\$19.5 Million
New Fire Station, Fire Administration/EOC, 911 Communications, Training/Fleet Logistics Addition	\$39.5 Million
Public Works	\$20 Million
Founders and Community Park (Lights, Parking, Turf)	\$10 Million
Animal Shelter	\$12 Million
<b>TOTAL</b>	<b>\$110 Million</b>

**NOT RECOMMENDED BY MAJORITY**

<b>Project</b>	<b>Estimated Cost</b>
Solar Street Lights on Major Roadways	\$2 Million
Sidewalk Alanis and Westgate Way	\$1 Million
East Fork and Avalon Lake Parks	\$15 Million
General Street and Alley Repairs	\$12 Million
<b>TOTAL</b>	<b>\$30 Million</b>



# Wylie City Council

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## **AGENDA REPORT**

Department: Fire

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

Prepared By: Brandon Blythe

### **Subject**

Discuss Potential Public Safety Facilities for Consideration in Upcoming Bond Election.

### **Recommendation**

Discussion.

### **Discussion**

Discussion and Presentation regarding potential public safety facilities for the upcoming bond election.

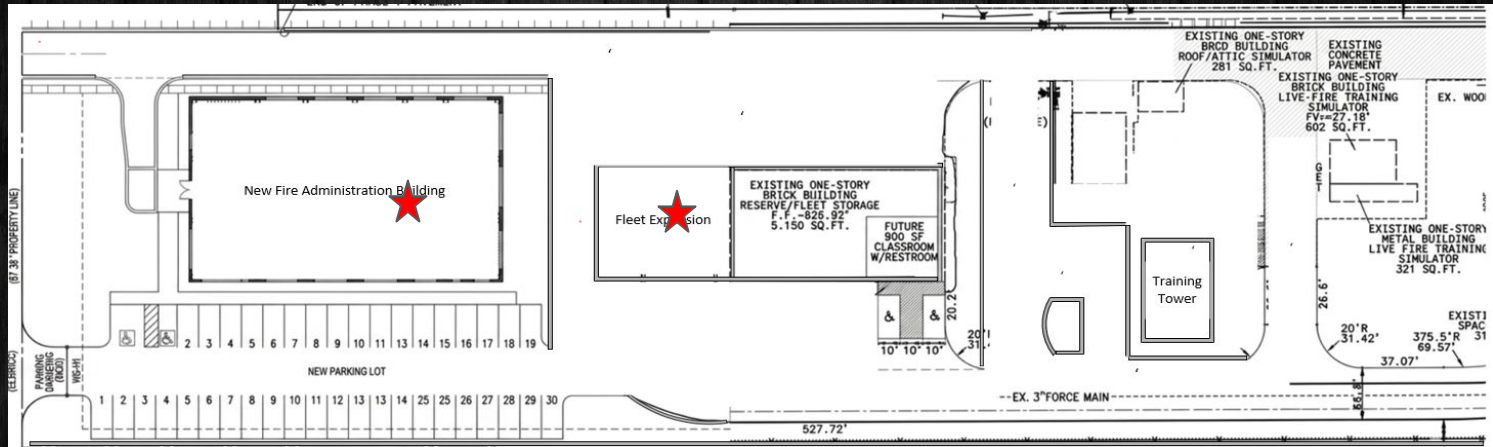


# Public Safety Facility Needs

June 23, 2026



# Remodel Fire Stations 1 & 2 Construct Fire Admin Behind Station 2





# Remodel Fire Stations 1 & 2 Construct Fire Admin Behind Station 2

Project	New Proposal	Sq. Ft	Est. Cost
Drainage, Detention & Regrading of Site	Site Improvement	4 Acres	\$155,400.00
Temporary Housing of Station 1&2	Temp Fire Station	N/A	\$810,000.00
Fire Administration	New Building	9,000 sq.ft.	\$13,550,000.00
Fire Station #1 REMODEL	Remodel	6440 Sq.ft.	\$7,502,000.00
Fire Station #2 REMODEL	Remodel	5879 Sq.ft	\$11,000,000.00
Police Department Remodel of PSB	Remodel	9100 Sq. ft	\$2,500,000.00
<b>Total - Fire Station 1&amp;2 Remodel with Fire Admin Relocated to Station 2 Property</b>			<b>\$35,517,400.00</b>



# Complete Re-Development of Station 2

Bond  
Committee  
Discussion





# Complete Re-Development of Station 2 Site

Project	New Proposal	Sq. Ft	Est. Cost
Station 2 Demolition	Demo	N/A	\$90,000.00
Drainage & Regrading of Site	Site Improvement	4 Acres	\$275,000.00
Temporary Housing of Station 2	Temp Fire Station	N/A	\$675,000.00
Re-Construction of Fire Station 2	New Construction	17,500 sq.ft.	\$18,375,000.00
Training Field Re-location & Construction	Bldgs, Roads, Water Supply	N/A	\$4,430,000.00
Fire Administration	New Building 2nd Floor	9,000 sq.ft.	\$13,200,000.00
911 Communications	New Building 1st Floor	6,500 sq.ft.	\$6,825,000.00
Police Department Remodel of PSB	PSB Remodel	6,500 sq.ft.	\$2,500,000.00
<b>Total - Complete Re-Development of Current Fire Station 2 Property</b>			<b>\$46,370,000.00</b>



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# Questions/Discussion

# Thank You!



# Wylie City Council

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## AGENDA REPORT

Department: Fire

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

Prepared By: Brandon Blythe

### Subject

Center for Public Safety Management Overview.

### Recommendation

Discussion

### Discussion

Center for Public Safety Management will present and discuss its findings regarding Fire & EMS Standards of Cover with the Council.

# Fire and EMS Standards of Cover

Wylie Fire-Rescue Department  
Wylie, Texas

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# Center for Public Safety Management

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*The Exclusive Provider of Public Safety Technical Services for  
the International City/County Management Association*

- Strategic and Public Safety Master Planning
- Technical Analysis for Police, Fire, EMS, and 911 Centers
- Public Safety Executive Recruitment
- Fire and EMS Team with Hundreds of Years of Experience
  - Practitioners
  - Middle Managers
  - Senior Administrators
- Conducted over 500 Studies in 46 States and Canada

# CPSM Methodology

- Data Analysis
- Stakeholder Interviews (On-Site and Zoom)
- Document Review
- Operational/Administrative Observations
- Deployment Analysis

# Standards of Cover -Key Concepts-



**Develop an Integrated Response Management Plan**



**Builds a Nexus Between Community Risk and the Department's Response Force**



**Goal is to Ensure a Safe and Effective Response Force**

- Fire Suppression
- Emergency Medical Services (EMS)
- Specialty Response Incidents

# Standards of Cover

## -Key Components-

### Comprehensive Community Risk Analysis

- Community Demographics
- Community Growth/Future Development
- Hazard Identification
- Building Risks/Hazards

### Utilizes National Benchmarking

- ISO
- NFPA 1710, Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments
- Center for Public Safety Excellence, Quality Improvement for the Fire and Emergency Services, 10<sup>th</sup> Edition

# Standards of Cover

## -Key Components-

### Risk Categorization/Assessment

- Assists with Deployment Analysis
- Quantifies Risk Facing Department
- Once Defined, FD can Analyze Current Deployment Model
- Staffing, Equipment, Training, and Location(s)

### Baseline Assessment and GIS Analysis

- Numerous Data Sets Collected-Baseline Assessment
  - Census Data, FD Performance Metrics, ISO Report
  - Annual Budgets, Staffing/Deployment
  - Station Locations
  - Fire and EMS Demand

## Standards of Cover

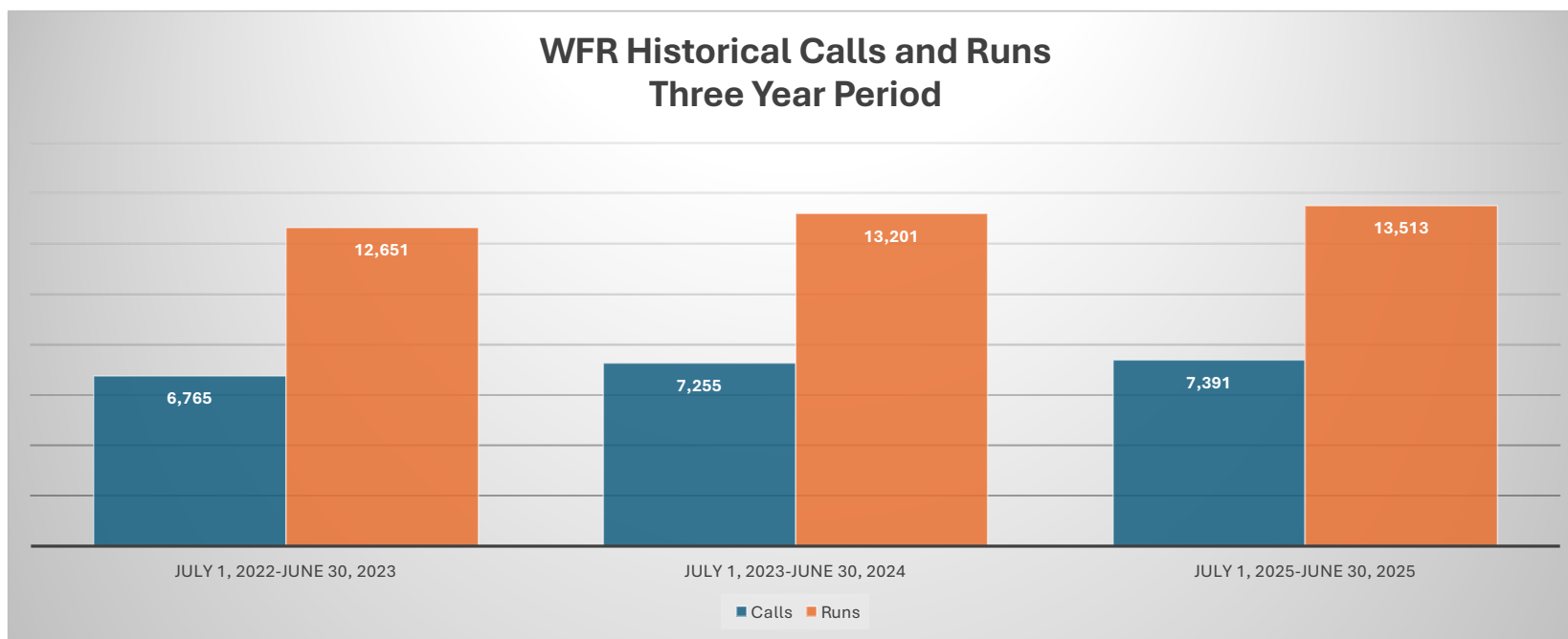
-Key Components-

### Response Time Performance

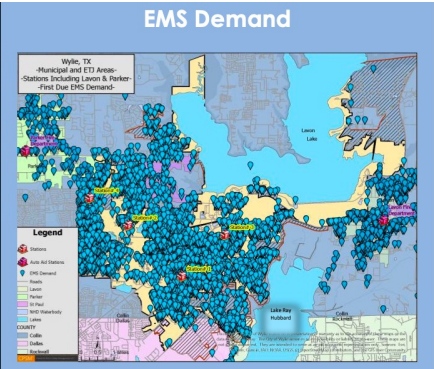
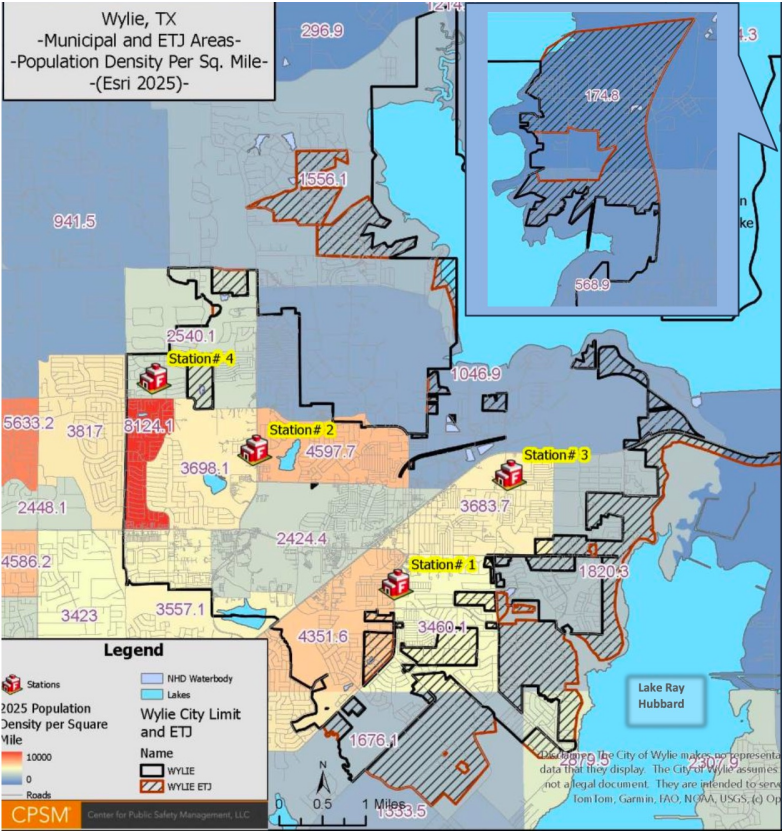
- Response Time
  - Dispatch Time
  - Turnout Time
  - Travel Time
- Average
- 90<sup>th</sup> Percentile

# Fire and Life Safety Risk

*Incident Demand, Demographics, Building Composition, Service Delivery Capacity*



# Demand Analysis



The City of Wylie makes no representation as to the accuracy of the data that they display. The City of Wylie assumes no liability for any errors or omissions. They are intended to serve as a guide only. Not a legal document. They are intended to serve as a guide only. Not a legal document. They are intended to serve as a guide only. Not a legal document.

# Service Demand

- July 2024 to June 2025- 7,391 calls
  - 20 calls and 37 runs per day
  - 66% were EMS (4,851)
  - 27% were Fire related (2009)
    - 2% were structure fire responses (35)
  - 3% were canceled prior to arrival (209)
  - 4% were mutual aid to other localities (322)

# Key Findings & Evaluation -Department Overview-

Full Career, all hazards emergency response

Oversees Public Safety Communications (911)

Operate from 4 stations

- Total WFR EMS service area- 51.9 square miles
- Total WFR Fire service area- 37.57 square miles

Deploys 4 frontline Quint apparatus, 3 ALS transport units, 1 ALS Squad, several technical rescue, adjunct units

Daily staffing minimum is 25 operational personnel

# Key Findings & Evaluation

## -Effective Response Force-

Critical Tasks	Personnel	Apparatus	Personnel
Incident Command	1	WFR Battalion Chief	1
Continuous Water Supply	1	WFR Quint	4
Fire Attack- 2 Handlines	4	WFR Quint	4
Hydrant Hook Up-Force Entry-Utilities	2	WFR Quint	4
Primary Search	2	WFR Medic	2
Ground Ladders and Vent	2	WFR Total	15
Aerial Operator	1		
IRIC	4		
Total Personnel	16 or 17		

Working Fire Dispatch will add 3 engine companies (Quints), 1 squad, 3 command staff, 1 safety officer.  
Additional 16 responders

# Key Findings & Evaluation -Response Times-

## Response Time Performance (90<sup>th</sup> Percentile)

Response Time Component	NFPA Standard	WFR Performance
Dispatch Time	$\leq 64$ seconds $\leq 106$ seconds 95%	1.1 minutes (66 sec)
Turnout Time	$\leq 80$ seconds for fire $\leq 60$ seconds for EMS	96 seconds for fire 72 seconds for EMS
Travel Time (Fire)	$\leq 240$ seconds fire suppression incident	366 seconds for fire
Travel Time (EMS)	$\leq 240$ seconds first arriving engine with AED or higher	348 seconds for engine with AED or higher

# Recommendations

## -Response Times & ERF-

Adopt	Adopt a 240 second travel time benchmark for central core areas of each district (+/- 2 miles travel distance)
Adopt	Adopt a 360 second travel time for fire and EMS in the more distant areas of each district
Adopt	Adopt a benchmark for turnout time of less than or equal to 80 seconds for fire and special operations and less than or equal to 60 seconds for EMS responses
Adopt	Adopt a benchmark for ERF within 480 seconds in the central core areas of each district <ul style="list-style-type: none"><li>• Assembling the first alarm on scene 90 percent of the time for low and medium hazards</li></ul>

# Key Findings & Evaluation -ISO Resource Distribution-

- Engine Company 1.5-mile coverage benchmark
  - Core areas of the city are covered (most fire demand)
  - Outlying areas with fire demand not covered
    - South of Stations 1 and 3
    - Northeast of Stations 2 and 4
    - Southwest of Station 2
  
- Aerial Apparatus Requirements 2.5-mile Coverage Benchmark
  - Core areas of the city are covered (most fire demand)
  - Outlying areas with fire demand not covered
    - South of Station 1
    - Northeast of Station 2 and 4

# Recommendation(s) -ISO-

01

Goal is to strengthen areas of deployment analysis and company

02

Conduct regular deployment and coverage analyses

03

Gradually evaluate opportunities to increase daily staffing

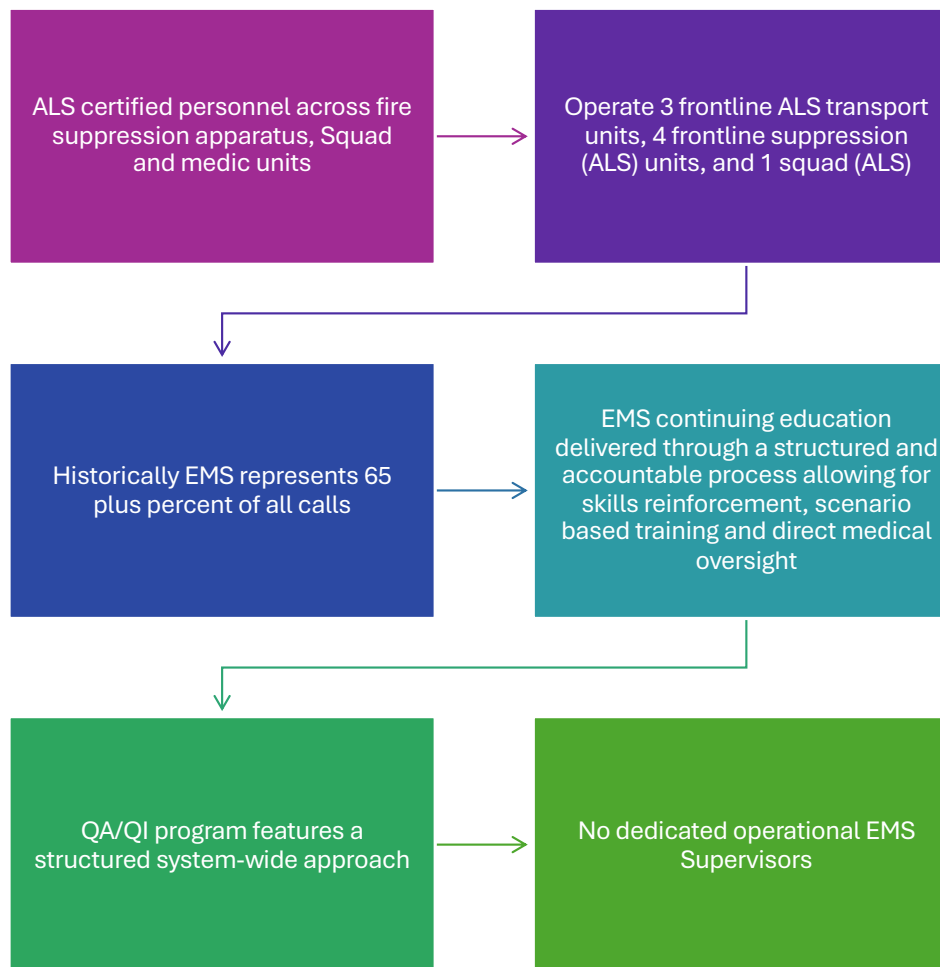
04

Continue to develop and strengthen mutual and automatic aide agreements

05

Establish internal processes to review ISO related performance

# Key Findings and Evaluation -EMS-



# Recommendations -EMS-

- Continue to leverage real-time analytics linking QA/QI to continuing education
- Formalizing models such as community paramedicine and pediatric readiness
- Create the EMS Supervisor position for each shift
  - EMS accounts for over 65% of system response

# Key Findings and Evaluation -Emergency Communications-



Receives and dispatches for law enforcement, fire and EMS



Based on workload assessment, the center is busy



Staffing is 4 max when fully staffed (1 Supervisor 3 Telecommunicators)



Staffing may decrease to 2 personnel



Each telecommunicator responsible for a broad range of functions  
Call-taking, radio, data management, admin requests, CAD, delivery of pre-arrival instructions, etc.

# Recommendations

## -Emergency Communications-

- Establish a process to evaluate Public Safety Communications workload metrics
- Consider increasing minimum staffing levels to 3, with a supervisor consistently assigned to the floor
- Consider implementing a targeted surge staffing such as adding 1 FTE 0900-2100 M-F (2FTEs total)

# Performance Objectives

## ➤ SOC Analysis

- Defines clear, data-driven performance expectations for deployment/delivery of services
- Establishes measurable objectives
  - Turnout time, travel time, total response time
  - Aligned with nationally recognized benchmarks (NFPA/ISO)
- Provides an objective basis for department evaluation
  - Connecting deployment to community risk, call demand and service expectations

## ➤ System Performance Evaluation

- Compliance methodology: percentile-based response analysis, temporal/geographic workload, EFR evaluation, and UHU metrics
- Achievement of benchmarks, system consistency, dependability and resilience

# Performance Objectives

Foundational Element of an Effective Standards of Cover

Aligns Fire and EMS Resources with Community Risk & Service Expectations

Measurable Benchmarks

- Response Times
- Reliability
- Staffing
- Effective Response Force

Data Driven Framework for Evaluating System Performance and Accountability

# Call Processing Goals

- Collaborate with Public Safety Communications Center to Ensure Compliance with NFPA 1225, 2022 Edition
  - 911 Calls Answered within 15 Seconds, 90 Percent of the Time
  - 911 Calls Answered within 20 Seconds, 99 Percent of the Time
  
- Compliance with NFPA 1710, 2022 Edition, Call Processing Time
  - 64 Seconds, 90 Percent of the Time

# Travel Time Goals

- Adopt a 240 Second Travel Time Benchmark for Central Core Areas of each Station District (+/- 2 Miles Travel Distance)
- 360 Second Travel Time at the 90<sup>th</sup> Percentile for calls
  - Low and Medium Hazard Structure Fires
  - More Distant Areas of Each District
  - First Arriving Unit for EMS
  - First Arriving Fire Apparatus for Structure Fires

# Travel Time Goals

- Assembling the ERF within 480 Seconds in the Central Areas of Each Station District
- Within 600 Seconds in the more Outlying Areas
- Assembling the First Alarm Assignment on Scene 90 percent of the time for low and medium hazard incidents

# Medic Unit Hour Utilization

- Maintain a UHU of  $\leq .35$  over a 24-Hour Period for Each Medic Unit
  - Deployed Minutes per Day/Total Minutes Per Day
- Implement Peak Time Medic Unit(s)
  - Exceeds .30 for 90 Days
  - Overlapping District Calls Increase
- Peak Time Medic Unit(s) Conversion to 24-hour/Day

# Staffing

Goal:  
Strengthen  
ERF  
Deployment

Maintain Staffing of 4 on all Quint Units

Focused Review of High/Special Risk Response

- Updating First Alarm Assignments
- Pre-Determined Dispatch Triggers

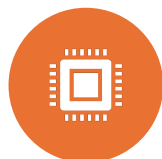
Continued Planning for Station 5

- Quint (4 Personnel)
- Medic (2 Personnel)

# Community Risk Reduction

- Annual Meet NFPA 1730, Standard on Organization and Deployment of Fire Prevention, Inspection, and Code Enforcement, Plan Review, Investigation, and Public Education Operations, 2019 Edition
  - Goal is 90 Percent Completion
    - High Hazard- Annually
    - Moderate hazards- Biennially
    - Low Hazards- Triennially
    - Critical Infrastructure- As Assigned by AHJ
- Expand FMO to Keep Pace with Growth and Demand
  - Inspections, Plan Review, Pub Ed, etc.
- Develop Plan Review and Inspection Turnaround Benchmarks

# ISO- Public Protection Classification



Maintain/Improve staffing, apparatus, training and station distribution



Maintain/Enhance station locations that support 1.5-mile engine and 2.5-mile ladder travel distance coverage



Deliver/Document ISO-creditable training hours annually



Complete required commercial and multi-family inspections



Ensure fire protection capabilities keep pace with community growth

# Emergency Medical Services

Sustain

Sustain System-Wide QA/QI program

Sustain

Sustain CE program addressing minimum regulatory requirements but expand training to remain at the forefront of evolving EMS patient care

Evaluate

Continuously evaluate EMS transport unit hour utilization, hospital turnaround times, and peak demand system stress

# Fire and EMS Standards of Cover

Wylie Fire-Rescue Department  
Wylie, Texas

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*Thank You*

**CPSM**<sup>®</sup>  
Center for Public Safety Management, LLC





# Wylie City Council

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## AGENDA REPORT

Department: Finance Account Code: \_\_\_\_\_

Prepared By: Melissa Brown

### Subject

Discuss the FY 2027 Budget for the General Fund, Utility Fund, and 4B Sales Tax Fund.

### Recommendation

Discussion.

### Discussion

Discuss the FY 2027 Budget for the General Fund, Utility Fund, and 4B Sales Tax Fund.

# Budget Work Session Fiscal Year 2026-2027

June 23, 2026

# General Fund Proposed Revenue Assumptions

Certified Total Estimated Value as of April 30: \$8,182,202,589 - 1% increase from previous year

Certified Estimated Value of New Construction as of April 30: \$127,397,145 (equates to \$740,740 in revenue) - split 76%/24% between General Fund and Debt Service Fund

Proposed Sales Tax Revenue is a 2% increase over FY 2026 Budgeted/Projected (6-month actuals at 47% of budget)

Assumes an estimated voter approval rate of .581442 which includes the 3.5% revenue cap plus increase for 2026 debt issuance

Projecting a 5% increase for trash revenue

# Items Included in Proposed Base Budget

	<u>Amount</u>
15% increase in health insurance	\$638,612
3% average merit increase for General Employees (effective January 2026)	\$341,568
Public Safety step increase	<u>\$316,280</u>
<b>Total General Fund</b>	<b>\$1,296,460</b>

15% increase in health insurance	\$95,307
3% average merit increase for General Employees (effective January 2026)	<u>\$82,289</u>
<b>Total 4B Sales Tax</b>	<b>\$177,596</b>

15% increase in health insurance	\$65,143
3% average merit increase for General Employees (effective January 2026)	<u>\$88,221</u>
<b>Total Utility Fund</b>	<b>\$153,364</b>

# Factors To Consider

Estimated No New Revenue Rate - .547162

Increase required for New Debt - 1.7 cents

Estimated Voter Approval Rate - .581442 (includes 1.7 cents for debt)

One cent is \$818,000

Public Safety Pay Plan adjustments - \$637,000 includes TMRS and Taxes

Recommending no draw down of General Fund Fund Balance

Possible PFFCO issuance for large long term purchases

## **Notable Change to Expenditures:**

Operating Expenses were held to 1.5% - \$287,156

Total Proposed Budget increase is 2.81% - \$1,900,802

# General Fund Summary

<b>Estimated Beginning Fund Balance - 10/01/26</b>	<b>\$ 24,333,238 (a)</b>
Proposed Revenues FY27 (@ .581442)	70,401,729
Proposed Expenditures Base Budget FY27	(69,538,113)
Decrease in Revenue or Increase in Expense to Balance Budget	863,616
Use of Fund Balance	<u>0</u>
 Estimated Ending Fund Balance 09/30/27	 <b>\$ 24,333,238 (b)</b>

a) Assumes 2% of expenditures unspent in FY 2026 - \$1,368,087

b) Estimated Ending Fund Balance is 34.5% when budget is balanced  
30% Fund Balance is \$21,120,519 - a draw down of \$3.2 million

# New Requests - General Fund

Dept	Description	Amount
<b>Personnel (Recurring)</b>		
Facilities	Facilities Technician	84,497
Police	Crossing Guards x 2	18,195
Police	Administrative Assistant I	47,479
Fire	Relief Firefighters X 3 (offset with decrease in overtime)	39,676
EMS	EMT to Paramedic - 3 positions	33,165
Streets	Equipment Operator I	69,033
Streets	Equipment Operator I	69,033
<b>Total</b>		<b>\$ 361,078</b>
<b>New/Replacement Equipment (One-Time Uses)</b>		
Facilities	Facilities Storage	50,000
Police	Replacement Vehicles (3 Patrol, 1 CID)	251,000
Police	Upgrade in-car Camera System to M500	135,540
Police	Drone as First Responder (funded by grant - except maintenance cost)	40,367

# New Requests - General Fund (Continued)

Dept	Description	Amount
<b>New/Replacement Equipment (One-Time Uses) Continued</b>		
Fire	Battalion Chief Truck	155,000
Fire	Paratech Stabilization Struts	21,500
Fire	Outboard Motor	6,000
EMS	Video Laryngoscope	52,500
Animal Services	Animal Services Drainage	73,197
Building Inspection	Replacement Trucks for Bldg Official and Inspector	100,000
Streets	HSIP 78	200,000
Streets	Roadway Paint Striping	200,000
<b>Total</b>		<b>\$ 1,285,104</b>
<b>Total Requests</b>		<b>\$ 1,646,182</b>

# PPFCO Requests

<b>Dept</b>	<b>Description</b>	<b>Amount</b>
Fire	Outdoor Warning Sirens	80,000
Fire	Hydraulic Rescue Tool Replacement	100,000
Fire	SCBA Replacement	1,000,000
EMS	2027 Ambulance	673,000
Emer Comm	Mobile Command Post Refurbishment	500,000
Emer Comm	Radio Replacement	1,500,000
		<hr/>
		3,853,000

# Utility Fund Summary

<b>Estimated Beginning Fund Balance - 10/01/26</b>	<b>\$ 41,665,809</b>	
Proposed Revenues FY27	36,650,853	(a)
Proposed Expenditures Base Budget FY27	(36,891,807)	
Recommended Requests (Recurring Expense)	0	
New/Replacement Equipment (One-Time Uses)	<u>(826,500)</u>	
Estimated Ending Fund Balance 09/30/27	<b>\$ 40,598,355</b>	(b)

a) Assumes 5.15% water rate increase and 5.15% sewer rate increase per the 2025 rate study.

b) Policy requirement is 90 days of operating expenditures. Estimated Ending Fund Balance is 402 days.

# New Requests - Utility Fund

<b>Dept</b>	<b>Description</b>	<b>Amount</b>
<b>New/Replacement Equipment (One-Time Uses)</b>		
Water	Pump Can Rehab	180,000
Water	Pump Station Flow Meter	81,000
Engineering	Update City's Engineering Design Manual	275,000
Wastewater	SCADA Upgrades	290,500
		<b>Total \$ 826,500</b>

# 4B Sales Tax Fund Summary

<b>Estimated Beginning Fund Balance - 10/01/26</b>	<b>\$ 3,909,659</b>
Proposed Revenues FY27	6,755,423 (a)
Proposed Expenditures Base Budget FY27	(6,170,864)
Recommended Requests (Recurring Expense)	0
New/Replacement Equipment (One-Time Uses)	(189,000)
Estimated Ending Fund Balance 09/30/27	<u>\$ 4,305,218 (b)</u>

a) Total includes sales tax revenue and service fee revenues from the Recreation Center

b) Policy requirement is 25% of budgeted sales tax revenue ( $\$5,497,223 \times 25\% = \$1,374,306$ )

# 4B Sales Tax Fund Summary

Dept	Description	Amount
<b>New/Replacement Equipment (One-Time Uses)</b>		
4B Parks	Shade Valentine Playground	150,000
4B Recreation Center	Gym Curtain	39,000
<b>Total 4B Equipment and One Time Uses</b>		<b>189,000</b>
Parks A&I	Poured in Place Surface Valentine Park	150,000

# Questions?