

# Wylie City Council Regular Meeting

August 12, 2025 – 6:00 PM

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



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## CALL TO ORDER

## INVOCATION & PLEDGE OF ALLEGIANCE

## PRESENTATIONS & RECOGNITIONS

PR1. The American Legion Presenting Paramedic George Watson, an EMT Paramedic of the Year Plaque.

## 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 July 22, 2025 Regular City Council Meeting minutes.
- B. Consider, and act upon, the approval of the attached reimbursement requests presented to the City Council.
- C. Consider, and place on file, the Animal Shelter Advisory Board report to the City Council.
- D. Consider, and act upon, Ordinance No. 2025-30 amending Wylie's Code of Ordinances, Ordinance No. 2021-17, as amended, Appendix A (Comprehensive Fee Schedule), Section I (Water and Sewer Fees), Subsection B (Water Rates), and Subsection C (Sewage Collection and Treatment Rates).
- E. Consider, and act upon, a request regarding the building of an accessory structure addition to a single family home in the Downtown Historic District. Property located at 211 North Keefer.
- F. Consider, and act upon, the approval of Professional Services Project Order (PSPO) #W2025-129 for engineering and professional services related to Founders Park Parking Improvements for the Parks and Recreation Department, to be provided by Kimley-Horn and Associates, Inc. in the estimated amount of \$176,500.00, and authorize the City Manager to execute all necessary documents.
- G. Consider, and act upon, the approval of Professional Services Project Order (PSPO) #W2025-130 for engineering and professional services related to Community Park Parking Improvements for the Parks and Recreation Department, to be provided by Kimley-Horn and Associates, Inc. in the estimated amount of \$143,500.00, and authorize the City Manager to execute all necessary documents.

- H. Consider, and act upon, the award of Professional Services Project Order (PSPO) No. #W2025-117 for Stone Road Maintenance Activities Geotech Services to ECS Southwest, LLP, in the estimated amount of \$61,380.00, and authorizing the City Manager to execute any necessary documents.
- I. Consider, and act upon, the contract amendment for PSPO #W2019-8-E for East FM 544 (Stone Road) Phase 3 Improvements from north of Alfred Drive to Vinson Road to Freese & Nichols, Inc. in the amount of \$125,000.00 and authorizing the City Manager to execute any necessary documentations.
- J. Consider, and act upon, the approval of the purchase of an Advanced Information Systems (AIS) server for the 911 Recording System in the estimated amount of \$101,066.00 through a cooperative purchasing contract with Motorola and authorizing the City Manager to execute any and all necessary documents.
- K. Consider, and act upon, the approval of Banking Depository Services Agreement No. W2025-34 with JPMorgan Chase Bank for the Finance Department, authorizing the City Manager to execute any and all documents.
- L. Consider, and act upon, the approval of Professional Services Agreement No. W2025-116 for Professional Audit Services to Weaver and Tidwell, LLP in an estimated amount of \$68,500 for the Finance Department, authorizing the City Manager to execute any and all documents.
- M. Consider, and act upon, a donation from the Wylie Baseball Softball Association in the amount of \$36,358.00 for the installation of four (4) new scoreboards at Community Park baseball fields.

## **REGULAR AGENDA**

- 1. Interview applicant for Board of Review alternate vacancy for a term to begin August 12, 2025 and end June 30, 2027.
- 2. **Tabled from 07-22-2025**  
*Remove from table and consider*  
  
Consider, and act upon, an appointment to fill a Board of Review alternate vacancy for a term to begin August 12, 2025 and end June 30, 2027.
- 3. Consider, and act upon, Resolution No. 2025-15(R) of the City Council of the City of Wylie, Texas, accepting the proposed property tax rate for the fiscal year 2025-26, accepting the calculation of the no new revenue tax rate and the voter approval tax rate, establishing August 26, 2025 at 6:00 p.m. at the City of Wylie Municipal Complex for a public hearing and vote on the proposed property tax rate, and providing for the publication as provided by the Texas Property Tax Code, Chapter 26.
- 4. Establish a date, time, and place to hold a Public Hearing on the fiscal year 2025-2026 Proposed Budget so that all interested persons may be heard, either for or against any item in the proposed budget before final approval. The date, time and place for the hearing and the final vote will be published in the City's official newspaper, as provided by the Texas Local Government Code, Section 102.006.

## **WORK SESSION**

- WS1. Discuss ground maintenance assistance with the Wylie Cemetery Association.

## **RECONVENE INTO REGULAR SESSION**

## **EXECUTIVE SESSION**

**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.

ES1. 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 August 8, 2025 at 5:00 p.m. on the outside bulletin board at Wylie City Hall, 300 Country Club Road, Building 100, Wylie, Texas, a place convenient and readily accessible to the public at all times.

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*Stephanie Storm, City Secretary*

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*Date Notice Removed*

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

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

Texas Government Code Section:

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

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

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

§ 551.087 – Discussing certain economic development matters.

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

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



# Wylie City Council

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## AGENDA REPORT

Department: City Secretary  
Prepared By: Stephanie Storm

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

### Subject

Consider, and act upon, approval of July 22, 2025 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

July 22, 2025 – 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 6:08 p.m. The following City Council members were present: Councilman David R. Duke, Councilman Dave Strang, Councilman Todd Pickens, and 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 Casey Nash; Finance Director Melissa Brown; Marketing and Communications Director Craig Kelly; City Secretary Stephanie Storm; Police Lieutenant Mark Johnson; Community Services Director Jasen Haskins; Parks and Recreation Director Carmen Powlen; Purchasing Manager Chris Rodriguez; Public Works Director Tommy Weir; WEDC Executive Director Jason Greiner; Library Director Ofilia Barrera; and various support staff.

## INVOCATION & PLEDGE OF ALLEGIANCE

Councilman Strang led the Invocation, and Mayor *Pro Tem* Gino Mulliqi led the Pledge of Allegiance.

## COMMENTS ON NON-AGENDA ITEMS

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

Bethany Sullivan addressed the Council regarding materials available to patrons at the Library.

Justin Strauch addressed the Council regarding the Library budget and the interlibrary loan program.

## 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 July 8, 2025 Regular City Council Meeting minutes.**
- B. Consider, and place on file, the monthly Revenue and Expenditure Report for the Wylie Economic Development Corporation as of June 30, 2025.**
- C. Consider, and place on file, the City of Wylie Monthly Revenue and Expenditure Report for June 30, 2025.**
- D. Consider, and place on file, the City of Wylie Monthly Investment Report for June 30, 2025.**

- E. Consider, and act upon, a Preliminary Plat of the Sanden Heaven Addition, establishing 12 single family residential and one open space lot on 5.522 acres, generally located at the northwest corner of Sanden Blvd. and Brown St.
- F. Consider, and act upon, Ordinance No. 2025-29 releasing a portion of the City of Wylie's Extraterritorial Jurisdiction, consisting of one tract of land totaling 6.01 acres located at 2205 East Stone Road.
- G. Consider, and act upon, Resolution No. 2025-14(R) ratifying the City of Wylie Charity Care Policy for Ambulance Services for the Fire-Rescue Department to discontinue collection of ambulance service fees for eligible patients, and providing an effective date.
- H. Consider, and act, upon the award of contract #W2025-120 to LMC Corporation for repairs and improvements to the exterior of the Thomas and Mattie Brown House, in the estimated amount of \$57,809.04, through a cooperative purchasing contract with Buyboard and authorizing the City Manager to execute any and all necessary documents.
- I. Consider, and act upon, the approval of the purchase of one (1) Chevrolet Suburban for the Communication Department in an estimated amount of \$62,616.71 from Peter's Chevrolet through a cooperative purchasing agreement with TIPS and authorizing the City Manager to execute any and all necessary documents.
- J. Consider, and act upon, the approval of the purchase of one (1) Lifepak 35 Heart Monitor for estimated amount of \$71,709.24 from Stryker Sales, LLC. a cooperative purchasing agreement with Sourcewell and authorizing the City Manager to execute any and all necessary documents.

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

#### **Council Action**

A motion was made by Councilman Duke, seconded by Councilman Strang, to approve Consent Agenda Items A-J, except for E, as presented. A vote was taken and the motion passed 6-0 with Councilman Williams absent.

#### **REGULAR AGENDA**

- E. Consider, and act upon, a Preliminary Plat of the Sanden Heaven Addition, establishing 12 single family residential and one open space lot on 5.522 acres, generally located at the northwest corner of Sanden Blvd. and Brown St.

#### **Council Comments**

Mayor Porter confirmed with Community Services Director Haskins that items that have been previously approved by the Zoning Board of Adjustment are put into place and come before Council as a parliamentary function as long as they meet the standards that are in place, which this Item does. Haskins confirmed that this was correct and that with the utility easements that run through this property, every lot is still a buildable lot based on the 2,400 square foot minimum requirement.

#### **Council Action**

A motion was made by Councilman Duke, seconded by Councilman Hoover, to approve Item E as presented. A vote was taken and the motion passed 6-0 with Councilman Williams absent.

- 1. Interview applicant for Board of Review alternate vacancy for a term to begin July 22, 2025 and end June 30, 2027.

**Council Comments**

Board of Review applicant Chris Smith was not present to be interviewed by the City Council.

**Council Action**

No action was taken regarding this item.

**2. Tabled from 06-11-2025**

*Remove from table and consider*

**Council Action**

A motion was made by Mayor Porter, seconded by Councilman Strang, to remove Item 2 from the table and consider. A vote was taken and the motion passed 6-0 with Councilman Williams absent.

**Consider, and act upon, an appointment to fill a Board of Review alternate vacancy for a term to begin July 22, 2025 and end June 30, 2027.**

**Council Comments**

Mayor Porter asked about the options for this item with no applicants present for the interview. City Secretary Storm responded that staff can reach out to the applicant to see if they can attend the next City Council meeting for an interview.

**Council Action**

A motion was made by Mayor *Pro Tem* Mulliqi, seconded by Councilman Strang, to table Item 2 for up to three meetings. A vote was taken and the motion passed 6-0 with Councilman Williams absent.

**WORK SESSION**

Mayor Porter convened the Council into Work Session at 6:24 p.m.

**WS1. Discuss Water/Sewer Rate Study and Presentation from NewGen Strategies & Solutions, LLC.**

Matthew Garrett, representing NewGen Strategies, gave a presentation and answered questions from Council on the key points, main cost drivers, capital costs, financial performance under current rates, projected rate changes for scenario one, residential bill impact scenario one, financial performance under projected rates for scenario one, projected rate changes for scenario two, residential bill impact scenario two, financial performance under projected rates for scenario two, bill comparison, and next steps.

The direction from Council was to begin with Scenario 1.

**WS2. Discuss the Fiscal Year 2025-26 Budget - All Funds.**

City Manager Parker addressed the Council, giving a presentation on the FY 2025-26 budget and answering questions from the Council.

**RECONVENE INTO REGULAR SESSION**

Mayor Porter convened the Council into Regular Session at 7:05 p.m.

**EXECUTIVE SESSION**

Mayor Porter convened the Council into Executive Session at 7:06 p.m.

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

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

**ES1. Consider the sale or acquisition of properties located at Brown/Eubanks, FM 544/Cooper, FM 544/Sanden, Jackson/Oak, Regency/Steel, 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: 2022-1b, 2022-1c, 2023-1c, 2023-2d, 2023-8a, 2023-11b, 2024-2d, 2024-5a, 2024-5f, 2024-8d, 2024-9d, 2024-10c, 2024-12c, 2025-2a, 2025-3b, 2025-4a, 2025-4d, 2025-4e, 2025-4g, 2025-5b, 2025-5c, 2025-5f, 2025-5g, 2025-6a, 2025-6b, 2025-6c, 2025-6d, 2025-6e, 2025-6f, 2025-6g, 2025-7a, 2025-7b, 2025-7c, 2025-7d, and 2025-7e.**

**RECONVENE INTO OPEN SESSION**

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

Mayor Porter convened the Council into Open Session at 7:59 p.m.

**Council Action**

A motion was made by Mayor *Pro Tem* Mulliqi, seconded by Councilman Strang, to authorize the WEDC to enter into a Performance Agreement with Project 2023-11b in an amount not to exceed \$100,000. A vote was taken and the motion passed 6-0 with Councilman Williams absent.

**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. 2025-29 into the official record.

**ADJOURNMENT**

A motion was made by Councilman Strang, seconded by Councilman Pickens, to adjourn the meeting at 8:01 p.m. A vote was taken and the motion passed 6-0 with Councilman Williams absent.

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**Matthew Porter, Mayor**

**ATTEST:**

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**Stephanie Storm, City Secretary**



# Wylie City Council

## AGENDA REPORT

Department: City Manager  
Prepared By: Mary Nogle

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

### Subject

Consider, and act upon, the approval of the attached reimbursement requests presented to the City Council.

### Recommendation

Motion to approve the Item as presented.

### Discussion

In accordance with Article III (The City Council), Section 4 (Compensation) of the Wylie City Charter, Councilmembers shall be entitled to reimbursement of all necessary expenses incurred in the performance of their official City Council duties upon approval of said expenses by the City Council.

Attached for Council review and consideration is Councilman Todd Pickens' reimbursement for mileage and tolls to and from the DFW airport, parking at DFW airport, transportation to and from the San Antonio Airport and the conference hotel, and meals related to his attendance at the mandatory TML Newly Elected Officials' Orientation held on July 17-18, 2025. The total expense report is for \$278.10.

## WEEKLY EXPENSE REPORT



NAME Todd Pickens DEPT. NAME/DEPT. # City Council

PURPOSE OF TRAVEL TML Newly Elected City Officials' Orientation BEGINNING/ENDING 7/17/2025 - 7/18/2025

LOCATION San Antonio, TX

	SUN	MON	TUE	Wed 7/16	Thu 7/17	Fri 7/18	SAT	TOTAL
EMPLOYEE EXPENSES	REGISTRATION							\$ -
	HOTEL							\$ -
	BREAKFAST							\$ -
	LUNCH							\$ -
	DINNER							\$ -
SECOND WEEK	BREAKFAST							\$ -
	LUNCH					\$ 22.45		\$ 22.45
	DINNER				\$ 42.30	\$ 39.93		\$ 82.23
TRANSPORTATION	TAXI			\$ 21.91		\$ 21.97		\$ 43.88
	PARKING					\$ 67.00		\$ 67.00
	RENTAL							\$ -
	AIR/LUGGAGE							\$ -
	TOLL CHARGES				\$ 4.93	\$ 4.41		\$ 9.34
	OTHER							\$ -
	(a) CITY VEHICLE # _____							
	(b) PERSONAL VEHICLE <input checked="" type="radio"/> YES OR <input type="radio"/> NO COMMENTS <u>travel from home to airport (roundtrip)</u>							
	(c) PERSONAL CAR MILEAGE <u>76</u> MILES @ \$ <u>0.7</u>							
	TOTAL							\$ 53.20

(IF MONTHLY MILEAGE REIMBURSEMENT, ATTACH DETAIL SHEET)

GRAND TOTAL \$ 278.10

AMOUNT ADVANCED

BALANCE DUE EMPLOYEE

ACCOUNT 100-5111-56210

SIGNATURE

TITLE CouncilmanDATE 7/22/2025

APPROVAL

Department Head

DATE	AMOUNT	PERSONS ENTERTAINED

CHECKED BY	APPROVED BY
DATE	DATE

## Dinner 7/16/25

Lone Star  
Cafe/Michelino's/Cafe  
Ole/Agave Bar  
237 Losoya  
San Antonio Texas 78205

Server: Roman D  
Check #141 Table 508  
Ordered: 7/16/25 8:29 PM

T-Bone Steak 16oz	\$31.99
Grilled Jalapeno	\$0.99

Subtotal	\$32.98
Tax	\$2.72
Tip	\$6.60
Total	\$42.30

Input Type C (EMU Chip Read)  
Mastercard xxxxxxxx  
Time 9:12 PM

Transaction Type Sale  
Authorization Approved  
Approval Code 53315P  
Payment ID pbNckpLYLfxg  
Application ID A0000000041010  
Application Label Mastercard  
Terminal ID 3829b3e30f56c397  
Card Reader BBPOS





# Lunch 7/18/25



424 E Commerce St  
San Antonio, TX 78205  
www.schilos.com

Server: JOSEPH G  
Check #97 Table 50  
Ordered: 7/18/25 11:47 AM

Unsweet Tea \$3.75  
Omelette \$13.75

Subtotal \$17.50  
Tax \$1.45  
Tip \$3.50  
Total \$22.45

Input Type  
C (EMV Chip Read)  
Mastercard xxxxxxxx  
Time 12:19 PM

Transaction Type Sale  
Authorization Approved  
Approval Code 28749P  
Payment ID RKbN7fqdbxpb  
Application ID  
A0000000041010  
Application Label  
Mastercard  
Terminal ID  
ff2dc90fcb5e0231  
Card Reader BBPOS



424 E Commerce St  
San Antonio, TX 78205  
www.schilos.com

Server: JOSEPH G  
Check #97 Table 50  
Ordered: 7/18/25 11:47 AM

Unsweet Tea \$3.75  
Omelette \$13.75

Subtotal \$17.50  
Tax \$1.45  
Total \$18.95



July 16, 2025

Here's your receipt for your ride, Todd

We hope you enjoyed your ride this evening.

**Total** **\$21.91**

Trip fare \$15.35

Subtotal \$15.35

Airport Surcharge \$2.50

Booking Fee \$3.68

Texas Regulatory Recovery Fee \$0.38

Payments

 Mastercard ... 7/16/25 7:48 PM \$21.91

[Visit the trip page](#) for more information, including invoices (where available)

You rode with Naqib

UberX 8.82 miles | 13 min

7:35 PM | Terminal B, San Antonio International Airport (SAT), San Antonio, TX 78216, US

7:48 PM | 200 S Alamo St, San Antonio, TX 78205-3214, US

Fare does not include fees that may be charged by your bank. Please contact your bank directly for inquiries.



July 18, 2025

Thanks for tipping, Todd

Here's your updated Friday afternoon ride receipt.

Total \$21.97

Trip fare	\$13.58
Subtotal	\$13.58
Airport Surcharge	\$2.50
Booking Fee	\$3.55
Texas Regulatory Recovery Fee	\$0.34
Tip	\$2.00

Payments

 Mastercard ...	\$19.97
7/18/25 12:46 PM	
 Mastercard ....	\$2.00
7/18/25 12:46 PM	

[Visit the trip page](#) for more information, including invoices (where available)

You rode with RAFAEL

UberX 9.28 miles | 14 min

- 12:31 PM | 143 E Commerce St, San Antonio, TX 78205, US
- 12:46 PM | Terminal B, San Antonio International Airport (SAT), San Antonio, TX 78216, US

Fare does not include fees that may be charged by your bank. Please contact your bank directly for inquiries.



## Transaction History

Account #: 299919

Posted Date/Time	Transaction Date/Time	Transaction ID	Location	TollTag ID	Plate	Transaction Type	Balance Before	Transaction Amount	Balance After	DAL Unit ID	DFW Unit ID
07/18/2025 17:56:53	07/18/2025 17:56:35	7727328616	President George Bush Turnpike - Coit Main Lane Gantry - PGBT-MLP7-11			TOLL	\$72.61	-\$1.65	\$70.96		
07/18/2025 17:53:03	07/18/2025 17:52:09	7727314874	President George Bush Turnpike - Frankford Main Lane Gantry - PGBT-MLP8-10			TOLL	\$75.37	-\$1.55	\$73.82		
07/18/2025 17:48:36	07/18/2025 17:47:16	7727298188	President George Bush Turnpike - Sandy Lake Main Lane Gantry - PGBT-MLP9-10			TOLL	\$76.58	-\$1.21	\$75.37		
07/18/2025 17:43:37	07/18/2025 17:36:40	7727267685	DFW International Airport - DFW Airport N Outer Plaza - DFW-NPX-082			PARKING	\$143.58	-\$67.00	\$76.58		
07/16/2025 15:41:15	07/16/2025 15:41:02	7718648412	President George Bush Turnpike - Sandy Lake Main Lane Gantry - PGBT-MLP9-07			TOLL	\$82.20	-\$1.21	\$80.99		
07/16/2025 15:36:45	07/16/2025 15:36:22	7718623055	President George Bush Turnpike - Frankford Main Lane Gantry - PGBT-MLP8-08			TOLL	\$83.75	-\$1.55	\$82.20		
07/16/2025 15:32:05	07/16/2025 15:31:42	7718597190	President George Bush Turnpike - Coit Main Lane Gantry - PGBT-MLP7-08			TOLL	\$85.40	-\$1.65	\$83.75		
07/16/2025 15:27:24	07/16/2025 15:26:59	7718572213	President George Bush Turnpike - West Renner Road - PGBT-WRERD-02			TOLL	\$85.92	-\$0.52	\$85.40		
05/20/2025 13:13:47	05/20/2025 13:13:32	7516200386	Sam Rayburn Tollway - Alma Drive - SRT-NALDR-02			TOLL	\$93.93	-\$0.95	\$92.98		
05/20/2025 09:47:41	05/20/2025 09:46:57	7515545552	President George Bush Turnpike - West Renner Road - PGBT-WRERD-02			TOLL	\$94.42	-\$0.49	\$93.93		
05/12/2025 11:31:20	05/12/2025 11:31:01	7485406870	Sam Rayburn Tollway - Custer Main Lane Gantry - SRT-MLG3-10			TOLL	\$34.61	-\$2.50	\$32.11		
05/12/2025 11:23:26	05/12/2025 11:22:47	7485387857	Sam Rayburn Tollway - Josey Main Lane Gantry - SRT-MLG2-10			TOLL	\$36.42	-\$1.81	\$34.61		
05/12/2025 11:14:45	05/12/2025 11:14:34	7485366847	President George Bush Turnpike - Sandy Lake Main Lane Gantry -			TOLL	\$37.57	-\$1.15	\$36.42		

4.41

4.93

## Mileage Calculator

Use the following mileage calculator to determine the travel distance, in terms of miles, and time taken by car to travel between two locations in the United States, disregarding traffic conditions.

### Result

The following is the mileage and driving time between [redacted] Wylie, TX 75098, USA" and "Terminal D, 2400 Aviation Dr, Dallas, TX 75261, USA" based on Google Map's routing engine while disregarding traffic conditions.

**Total mileage:** 38.1 mi  $\times 2 = 76$  Roundtrip

**Driving time:** 49 mins

[Click here to see the specific route as well as traffic conditions in Google Maps.](#)

From: [redacted] Wylie Texas 75098

To: DFW Airport Terminal D

Get Mileage & Driving Time



# Wylie City Council

## AGENDA REPORT

Department: Animal Services  
Prepared By: Shelia Patton

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

### Subject

Consider, and place on file, the Animal Shelter Advisory Board report to the City Council.

### Recommendation

Motion to approve the Item as presented.

### Discussion

The Animal Shelter Advisory Board met on May 14, 2025. The attached minutes and statistical reports were considered, approved, and placed on file. This report is being submitted as required by City ordinance.



# Animal Shelter Advisory Board

## Minutes

### Regular Meeting

March 12, 2025 – 6:00 pm

Wylie Municipal Complex – Council Chambers

300 Country Club Road, Bldg. 100

Wylie, TX 75098

### CALL TO ORDER

*Announce the presence of a Quorum.*

Amber Porter called to order the Animal Shelter Advisory Board meeting at 6:05 p.m. Board members present Amber Porter, Shelia Patton, Susan Cranford, Laurie Black, Joe Webb, and Dr. Priscilla Muhoho (6:14). Jeff Forrester was absent. Quorum is present.

### INVOCATION

The invocation was given by Jeff Forrester.

### CITIZENS COMMENTS ON NON-AGENDA ITEMS

*Residents may address Council regarding an item that is not listed on the Agenda. Residents must fill out a non-agenda form prior to the meeting in order to speak. Council requests that comments be limited to three (3) minutes. In addition, Council is not allowed to converse, deliberate, or take action on any matter presented during citizen participation.*

### REGULAR AGENDA

1. Consider and act upon an Animal Shelter Advisory Board minutes of October 9, 2024. (ASAB Chair)

#### Board Action

A motion was made by Joe Webb to accept the Animal Shelter Advisory Board minutes of October 9, 2024, as presented. Laurie Black seconded to accept the Animal Shelter Advisory Board minutes of October 9, 2024, as presented. A vote was taken, and the motion passed unanimously.

2. Consider and place on file the 2024 fourth-quarter statistical information for shelter operations. (ASAB Chair)

#### Board Action

A motion was made by Joe Webb to accept the fourth-quarter statistical information for shelter operations, as presented. Susan Cranford seconded to accept the fourth-quarter statistical information for shelter operations, as presented. A vote was taken, and the motion passed unanimously.

3. **Consider and place on file the 2024 statistical information for shelter operations. (ASAB Chair)**

#### **Board Action**

A motion was made by Joe Webb to accept the 2024 statistical information for shelter operations, as presented. Laurie Black seconded to accept the 2024 statistical information for shelter operations, as presented. A vote was taken, and the motion passed unanimously.

4. **Consider and place on file the attached 2024 Texas Department of State Health Services (Texas DSHS) Inspection of Rabies Quarantine Facility completed November 13, 2024. (ASAB Chair)**

#### **Board Action**

A motion was made by Joe Webb to accept the attached 2024 Texas DSHS inspection of rabies quarantine facility, as presented. Susan Cranford seconded to accept the attached 2024 Texas DSHS inspection of rabies quarantine facility, as presented. A vote was taken, and the motion passed unanimously.

5. **Consider and place on file the attached 2024 Veterinarian Inspection of Rabies Quarantine Facility completed December 12, 2024. (ASAB Chair)**

#### **Board Action**

A motion was made by Joe Webb to accept the attached 2024 Veterinarian inspection of rabies quarantine facility, as presented. Laurie Black seconded to accept the attached 2024 Veterinarian inspection of rabies quarantine facility, as presented. A vote was taken, and the motion passed unanimously.

Board member Dr. Priscilla Muhoho took her seat at the dias at 6:14 pm.

### **WORK SESSION**

---

- WS1. Update on the status of the animal shelter renovation project.**

Shelia Patton stated that phase 1 of the renovation project was completed on 3/3/25, and phase 2 has started. The renovation was to address some of our immediate needs. Phase 1 was about office space, bathrooms, a medical room, a quarantine room, an intake room, floors, and a hallway. Phase 2 will be about making the cat rooms more inviting, adding two isolation rooms and a TNR area. We are also trying to get cat condos for the cat rooms. We are hoping to have Phase 2 completed by 4/1/25.

Joe Webb stated that he commends the staff for the work that they have done throughout the renovation. He also asked if we could have an open house after the renovation has been completed.



Shelia Patton stated that, yes, we could plan a special event on the first Saturday after the renovation. She also wants the public to understand that most of the work done with the renovation is in areas that the public doesn't have access to, such as the intake room, medical room, quarantine room, and office spaces.

Joe Webb then asked if we could do a video of the areas.

Shelia Patton said that we could, and she liked that idea.

Amber Porter then stated that she thinks this is important because the public pointed out the quarantine room and areas for sick animals as areas that needed improvement. She also said that maybe the video could be played during a shot clinic and put on our social media.


Shelia Patton said that, yes, we could consider doing that. She would also like to thank everyone for working with us during the renovations.

Susan Cranford asked if the change order was for the fire and safety plan.

Shelia Patton stated that it wasn't. The change order was for a change in work surface material and electrical work for the outside of the quarantine room.

#### ADJOURNMENT

Motion was made by Susan Cranford and seconded by Shelia Patton to adjourn the meeting. With no further business before the board, the board's consensus was to adjourn at 6:42 p.m.

  
ASAB Chair

ATTEST:  
  
Shelia Patton, ASAB member

# Animal Shelter Advisory Board Report

January thru March 2025

	Dogs	Cats	Others	Total
Impounds	85	22	64	171
Owner Surrender	0	0	0	0
Stray	61	5	9	75
Quarantine	13	0	0	13
Safe Keeping	2	1	1	4
DOA	9	14	37	60
Trapped by resident	0	0	17	17
Born at Shelter	0	2	0	2

Dispositions	Dogs	Cats	Others	Total
Return to Owner	51	2	1	54
Adopted	11	1	3	15
Rescued	5	0	5	10
Euthanized	8	3	1	12
Other	0	0	17	17

## Euthanasia Reason

Behavioral	6	0	0	6
Medical	2	3	1	6
Policy- H.R.R.C	0	0	0	0
Wild Animal	0	0	0	0

Euthanasia for dogs 9.52%

Euthanasia for cats 33.33%

Euthanasia for dogs & cats total 11.83%

Dogs at facility at end of report: 9

Dogs at facility at beginning of report: 8

Cats at facility at end of report: 3

Cats at facility at beginning of report: 1

**Euthanasia Rate for Facility January 1, 2025 thru March 31, 2025: 11.83%**

## Animal Shelter Advisory Board Report TNR

### January thru March 2025

#### Impounds

Trapped	16
---------	----

#### Dispositions

Euthanized	5
Released	11
Other	0
<b>Total</b>	<b>16</b>

#### Euthanasia Reason

Behavioral	0
Medical	5
Policy- H.R.R.C	0
Wild Animal	0
FeLV	0



# Wylie City Council

## AGENDA REPORT

**Department:** Finance

**Prepared By:** Melissa Brown

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

### Subject

Consider, and act upon, Ordinance No. 2025-30 amending Wylie's Code of Ordinances, Ordinance No. 2021-17 as amended, Appendix A (Comprehensive Fee Schedule), Section I (Water and Sewer Fees), Subsection B (Water Rates), and Subsection C (Sewage Collection and Treatment Rates).

### Recommendation

Motion to approve the Item as presented.

### Discussion

On July 22, 2025, Council approved the water and sewer rate study prepared by NewGen Strategies & Solutions. The study incorporated the Water and Sewer Capital Improvements Plan (CIP) for five years, outstanding debt service and future bond issuances, the estimated wholesale water rate increases and sewer treatment increases from the North Texas Municipal Water District, the transfer to the general fund, and future utility fund staffing needs. The study showed current water and sewer rates would be insufficient to meet financial targets from FY2027 onward. Two scenarios were presented for Council's consideration. Scenario 1 was a level increase in sewer rates of 5.15% for water and wastewater. Scenario 2 had a higher increase in sewer rates of 6.5% and a water rate increase of 3.5%. Council chose Scenario 1 and the attached ordinance incorporates the 5.15% increase for water and sewer rates.

The FY2026 proposed budget is based on a water rate increase of 5.15% and a wastewater increase of 5.15%. Staff recommends approval of the ordinance.

**ORDINANCE NO. 2025-30**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS, AMENDING WYLIE’S CODE OF ORDINANCES, ORDINANCE NO. 2021-17, AS AMENDED, APPENDIX A (COMPREHENSIVE FEE SCHEDULE), SECTION I (WATER AND SEWER FEES), SUBSECTION B (WATER RATES), SUBSECTION C (SEWAGE COLLECTION AND TREATMENT RATES); PROVIDING FOR A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; PROVIDING FOR REPEALING, SAVINGS AND SEVERABILITY CLAUSES; PROVIDING FOR AN EFFECTIVE DATE OF THIS ORDINANCE; AND PROVIDING FOR THE PUBLICATION OF THE CAPTION OF THIS ORDINANCE.**

**WHEREAS**, the City Council of the City of Wylie, Texas (“City Council”) has adopted a Comprehensive Fee Schedule (“Comprehensive Fee Schedule”) for the City of Wylie, Texas (“Wylie”), which is codified in Appendix A to the Wylie Code of Ordinances, Ordinance No. 2021-17, as amended (“Code of Ordinances”); and

**WHEREAS**, the City Council has investigated and determined that it would be advantageous and beneficial to the citizens of Wylie to amend the following provisions of the Comprehensive Fee Schedule as provided herein: Section I (Water and Sewer Fees), Subsection B (Water Rates), Subsection C (Sewage Collection and Treatment Rates);

**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 Appendix A (Comprehensive Fee Schedule) of the Wylie Code of Ordinances. Appendix A (Comprehensive Fee Schedule) of the Code of Ordinances is hereby amended as follows:

**“WYLIE COMPREHENSIVE FEE SCHEDULE**

**I. - WATER AND SEWER FEES.**

...

**B. Water Rates.**

- (1) The following monthly water rates shall apply to all domestic residential customers within the corporate limits of the City of Wylie, Texas. ALL PRICES ARE FOR 1,000 GALLONS OF METERED WATER:
- a. Monthly minimum charge for first 1,000 gallons of metered water consumption: \$23.00
  - b. Volume charge for all consumption exceeding 1,000 gallons:
 

1,001 to 10,000 gallons:	\$7.84
10,001 to 20,000 gallons:	\$10.16
20,001 to 40,000 gallons:	\$13.21
Over 40,000 gallons:	\$17.17

- (2) The following monthly water rates shall apply to all domestic commercial customers, (other than apartments, mobile home parks and other multi-unit dwellings not individually metered) within the corporate limits of the City of Wylie, Texas:
  - a. Monthly minimum charge for first 1,000 gallons of metered water consumption: \$31.40
  - b. Volume charge for all consumption exceeding 1,000 gallons: \$8.87
- (3) The following water rates shall apply to all domestic apartments, mobile home parks, and other multi-unit dwellings, not individually metered, within the corporate limits of the City of Wylie, Texas:
  - a. Monthly minimum charge for first 1,000 gallons of metered water: \$31.40
  - b. Volume charge for all consumption exceeding 1,000 gallons: \$8.87
- (4) The following monthly water rates shall apply to all irrigation meters within the corporate limits of the City of Wylie, Texas:
  - a. Monthly minimum charge for first 1,000 gallons of metered water:
    - (1) Residential irrigation: \$23.00
    - (2) Commercial & Multifamily: \$31.40
  - b. Volume charge for all consumption exceeding 1,000 gallons:
    - (1) Residential irrigation: \$11.22
    - (2) Commercial irrigation: \$11.22
- (5) The monthly water charge for any customers (residential, commercial, apartment, mobile home park, or other multi-unit dwelling not individually metered) located outside the corporate limits of the City of Wylie, Texas, shall be at the rate of one hundred fifteen percent (115%) of the rate charged customers inside the corporate limits of the City.
- (6) Any bulk water customer who desires to withdraw water from a hydrant or other source not metered and charged directly to them, shall fill out a water application form and sign the form in the same manner as a regular metered customer. Bulk water rate charges are to be charged in twenty-five (25) gallon increments at the same rates as the commercial customers.

***C. Sewage Collection and Treatment Rates.***

- (1) The following monthly sewage collection and treatment rates shall apply to all residential customers of the City of Wylie, Texas:
  - a. Customers who are 65 years of age or older and have a homestead exemption on the service address which appears in the tax records: \$45.32
  - b. Customers who are disabled and have a homestead exemption on the service address which appears in the tax records: \$45.32
  - c. All other customers: \$64.25
- (2) The following monthly sewage collection and treatment rates shall apply to all commercial customers of the City of Wylie, Texas:
  - a. Monthly minimum charge first 1,000 gallons of metered water: \$48.91
  - b. Volume charge for all consumption exceeding 1,000 gallons: \$ 6.80
- (3) The following monthly sewage collection and treatment rates shall apply to each apartment unit, multiple-family unit, or mobile home space and special areas such as washateria, swimming pools, etc., where the apartment, multiple-family development or mobile home

park is on a master meter for water consumption with the City of Wylie, Texas:

- a. Age restricted Senior Multiple Family Facility: \$45.32
- b. All other customers: \$64.25

- (4) The monthly sewer charge for any customers (residential, commercial, apartment, mobile home park, or other multi-unit dwelling not individually metered) located outside the corporate limits of the City of Wylie, Texas, shall be at the rate of one hundred fifteen percent (115%) of the rate charged customers inside the corporate limits of the City.
- (5) The monthly water and sewer rate charge for residential and commercial customers located outside the corporate limits of the City of Wylie, Texas, shall be at the rate of one hundred fifteen percent (115%) of the rate charged customers inside the corporate limits of the City.

...”

**SECTION 3: Penalty.** Any person, firm, corporation or entity that violates this Ordinance shall be deemed guilty of a misdemeanor and upon conviction thereof shall be fined a sum not exceeding two thousand dollars (\$2,000.00) if the violation relates to the public health and sanitation, otherwise the fine shall be a sum not exceeding five hundred dollars (\$500.00). Each continuing day’s violation shall constitute a separate offense. The penal provisions imposed under this Ordinance shall not preclude the Wylie from filing suit to enjoin the violation. Wylie retains all legal rights and remedies available to it pursuant to local, state and federal law.

**SECTION 4: Savings/Repealing.** All provisions of 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 5: Severability.** Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional 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, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared unconstitutional or invalid.

**SECTION 6: Effective Date.** This Ordinance shall become effective from and after its passage 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 12th day of August, 2025.

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

**ATTESTED AND  
CORRECTLY RECORDED:**

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

Date of Publication: August 21, 2025 in *The Wylie News*



# Wylie City Council

## AGENDA REPORT

Department: Planning  
 Prepared By: Jasen Haskins

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

### Subject

Consider, and act upon, a request regarding the building of an accessory structure addition to a single family home in the Downtown Historic District. Property located at 211 North Keefer.

### Recommendation

Motion to approve the Item as presented.

### Discussion

**Owner: Sandra Stone**

**Applicant: Sandra Stone**

The Owner/Applicant is proposing to remove a brick patio and picket fence and construct a new deck with a detached pergola style accessory structure on a single lot containing a single-family home.

The purpose of the replacement is to provide an off the ground surface enclosed area to create a usable outdoor area for the home.

The home was built in 1906 and is within the residential only section of the Downtown Historic District . The deck and posts will be stained to match the front porch of the home. The railing for the deck will be wooden columns to match the home. The size and general shape are shown on the exhibit.

Pergolas can be plain or ornate, but do not necessarily have architectural periods that define their design as the primary functions have been either shade or gardening.

In accordance with Ordinance No. 2022-34, any development proposing new construction or substantial renovation requires special oversight by the Commission to ensure preservation of the historic and architectural character of the area.

### HRC Recommendation

The Commission voted 5-0 to recommend approval.



## APPLICATION FOR HISTORIC REVIEW



Date:

7/9/2025

## NOTICE TO APPLICANT

1. Completed applications and drawings must be in the Planning and Engineering Office no later than 10 days before the meeting. (Regular meetings are held on the 4th Thursday at 6:00 p.m. in the City Hall Council Chambers, or Special Called Meetings as needed.)
2. It is imperative that you complete this application in its entirety. Incomplete applications will be returned and could delay the commencement of your project.
3. The presence of the applicant or his/her agent as designated herein is necessary at the Historic Review Commission Meeting.

## APPLICANT INFORMATION

Name:

SANDRA S STONE

Phone:

972-978-0692

Mailing Address:

211 N Keeler Dr. Wylie, TX 75098

Email:

[REDACTED]

Fax:

—

## PROPERTY OWNER INFORMATION

Name:

Same as above

Phone:

—

Mailing Address:

—

Email:

—

Fax:

—

## PROJECT INFORMATION

Name of Business (if applicable):

N/A

Current or intended use of the building:

—

Address of Project:

—

(The below information (Lot, Block, Subdivision, and Frontage) can be obtained on the County Appraisal District's website by entering the physical address of the property: <http://collincad.org> or <http://dallascad.org> or <http://rockwallcad.com>. If you do not have access to the Internet or cannot locate this information on the website, contact the Planning Department at (972)516-6320 for assistance.

Lot

48A+49A

Block

10

Subdivision

Brown &amp; Barnes Survey

Current Zoning

Residential Historic District

Which District is the property located within?



Downtown Historic District



South Ballard Overlay District



Other

—

What do you plan to do to mitigate the loss of the landmark structure?

N/A

Sign

N/A

Type of Sign:

☐

Attached Sign

☐

Pole Sign

☐

Temporary Sign

☐

Banner

☐

Monument Sign

☐

Other \_\_\_\_\_

Sign Dimensions: \_\_\_\_\_

Total Square Footage \_\_\_\_\_

Will the sign be connected to electricity or lit in any way?

☐

Yes

☐

No

If Yes, what is the method of lighting? \_\_\_\_\_

Will this sign project over a public sidewalk?

☐

Yes

☐

No

If Yes, what is the distance from the sidewalk to the bottom of the sign? \_\_\_\_\_

Have you submitted an application for a Sign Permit to Building Inspections?

☐

Yes

☐

No

Fence

What is the proposed material and style of fence you intend to install?

N/A

What is the proposed height of the fence? \_\_\_\_\_

Are you replacing an existing fence?

☐

Yes

☒

No

If Yes, what is the current fence material? \_\_\_\_\_

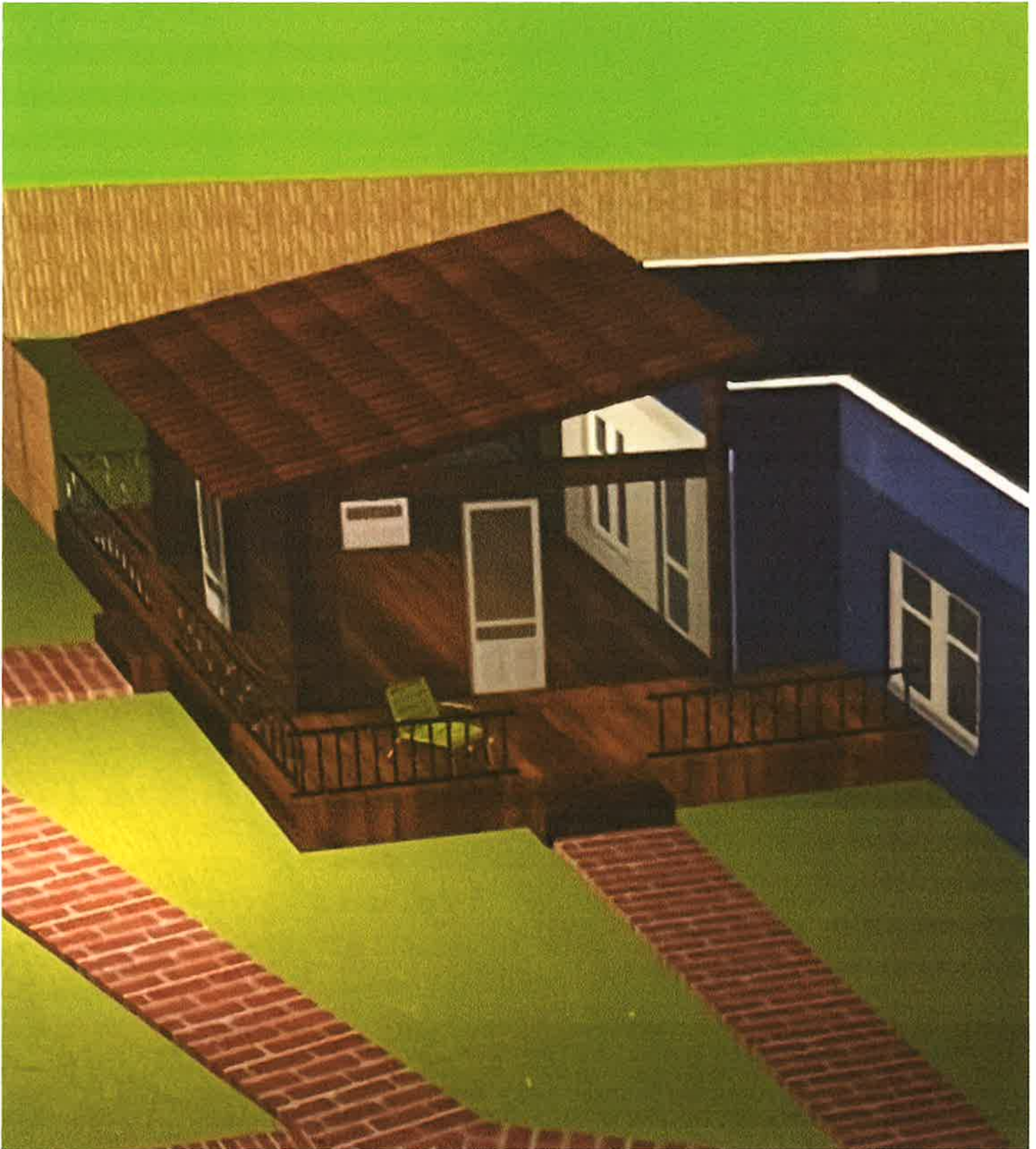
Have you submitted an application for a Fence Permit to Building Inspections?

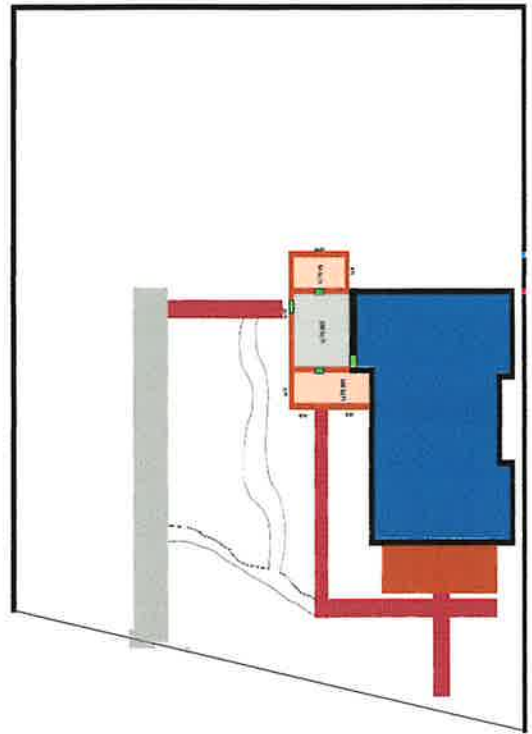
☐

Yes

☐

No





## Project Summary

- **Total Deck Size:** 388 sq ft
  - **Deck Shape:** Rectangular
  - **Deck Height:** 13 inches (1 ft 1 in) above finished grade
  - **Deck Layout:**
    - **Left side:** 6 ft deep × 14 ft wide (uncovered)
    - **Middle section:** 14 ft × 14 ft (covered & screened-in area)
    - **Right side:** 6 ft deep × 18 ft wide (uncovered)
- 

## Foundation & Framing Specs

- **Post Footings:**
    - Min. 12" diameter × 18–24" deep concrete piers
    - Spaced no more than 8 ft apart under beams
  - **Posts:**
    - 6×6 pressure-treated posts
    - Anchored using galvanized post base brackets
  - **Beams:**
    - 2×10 or engineered beams, double-ply
    - Attached to tops of posts or notched in
  - **Joists:**
    - 2×8 pressure-treated lumber
    - Spaced 16" O.C.
    - Joist hangers attached to ledger and beams
  - **Decking:**
    - 5/4" × 6" pressure-treated deck boards
    - Perpendicular to house
    - 1/8" spacing between boards
- 

## Lean-To Roof Specs (Screened Area Only)

- **Covered Area Size:** 14 ft wide × 14 ft deep = 196 sq ft
- **Roof Type:** Lean-to / ~~Screened~~ Pergola style
- **Roof Pitch:** From 12 ft high at house connection down to 10 ft at outer beam (2 ft drop over 14 ft span ≈ ~1.7:12 slope)

- **Rafters:**
  - 2×6 or 2×8 spaced 24" O.C.
  - Birdsmouth cuts at ledger and beam
- **Roof Sheathing:** ½" OSB or plywood
- **Roofing Material:** Corrugated metal / ~~singles~~ / appropriate roofing panel (as per local weather code)
- **Ledger Board for Roof:**
  - Mounted to rim joist or wall plate of house
  - Flashing installed under siding

## Screened-In Porch Details (Middle Section)

- **Framing:**
  - 4×4 posts at corners and every 6–8 ft
  - Top plate: 2×4 or 2×6 tied into rafters
- **Screen Material:**
  - Aluminum or fiberglass mesh
  - Framed with pressure-treated lumber
- **Doors:**
  - 3 Screen doors total
  - One on each side of deck (left, right, and rear exit)
  - Door framing: 36" wide rough openings with headers

## Dimensions Breakdown

Section	Width (ft)	Depth (ft)	Sq Ft	Notes
Left Side	14	6	84	Uncovered
Middle (Screened)	14	14	196	Covered lean-to roof
Right Side	18	6	108	Uncovered
Total	—	—	388	

## Additional Structural Details

- **Ledger Board (deck):** 2×10 PT lumber bolted to house with lag screws, properly flashed
- **Lateral Bracing:** Diagonal bracing or blocking under joists for anti-sway
- **Screen Room Floor:** Same deck boards continue throughout — no gap between sections
- **Skirting (Optional):** Treated lattice or framed vertical board skirting for ventilation





Sep 14 10 11:10p Cathy Hahn

9729319433

p.3

**TO ALL PARTIES INTERESTED IN PREMISES SURVEYED:**

This is to certify that I have, this date, made a careful and accurate survey on the ground of property located at 211 N. KEEFER STREET in the City of WYLIE, Texas, described as follows:

**Legal Description**

Being all of Lot 54 in Block 10 and part of an alley along the West line of said lot 54 in the Brown and Burns Addition, an addition to the city of Wylie, Texas, according to the Map thereof recorded in Volume 1, Page 111 of the Map Records of Collin County, Texas, and being the same tract of land described in deed to James Kennedy, et ux, as recorded in Volume 1683, Page 739, Deed Records, Collin County, Texas, and being more particularly described as follows:

**BEGINNING** at a point in the Westerly line of N. Keefer Street, an asphalt road, and the Southerly line of W. Jefferson Street, a 70 foot right of way, from which a 1 / 2 inch iron pipe found being off-set WEST, 2.5 feet;

**THENCE** South 07°37'59" West along the Westerly line of said N. Keefer Street, a distance of 120.88 feet to a point for corner, from which a 1 / 2 inch iron rod found being off-set WEST 2.5 feet, said point being the Northeast corner of Lot 53;

**THENCE** West, (bearing base for this survey), along the Northerly line of said Lot 53, a distance of 100.95 feet to a 1 / 2 inch iron rod set for corner;

**THENCE** North 01°25'12" West, a distance of 119.95 feet to a 1 / 2 inch iron rod found being the Southerly line of aforesaid W. Jefferson Street;

**THENCE** South 89°57'05" East, a distance of 119.99 feet to the POINT OF BEGINNING, containing 0.30 acres of land, more or less.

**ACCEPTED AND APPROVED***James Campbell*

DATE

**BEARINGS BASED ON VOL. 1617, PG. 419, D.R.C.C.T.**

The plat hereon is a representation of an on the ground survey as dated thereabove, the lines and dimensions of said property being indicated, the size, location and type of buildings and improvements are as shown, all improvements being within the boundaries of the property set back from property lines the distance indicated, all easements and other matters of record of which I have been advised are as shown hereon. This survey was performed in connection with the transaction described in G.F. No. 00142988C of COMMONWEALTH TITLE CO. Use of this survey for any other purpose or by any other parties shall be at their own risk and the undersigned is not responsible to any others for any loss resulting therefrom.

Registered Professional  
Land Surveyor

Daniel A. Smith, R.P.L.S. No. 4645

**Daniel A. Smith Land Surveying, Inc.**

309 N. Galloway, Suite 107  
Mesquite, Texas 75149  
(972) 216-3334 fax (972) 216-9822

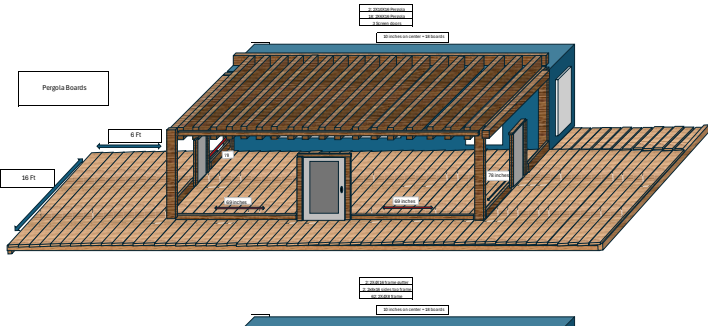
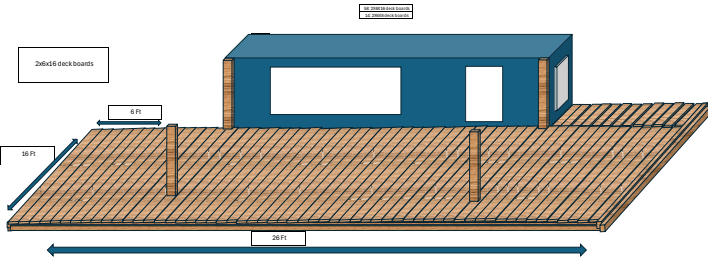
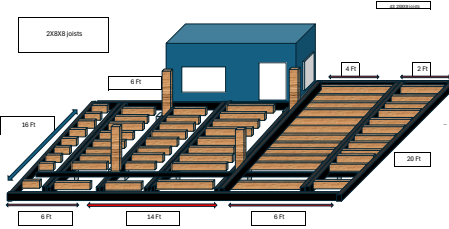
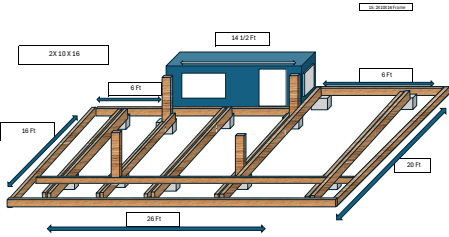
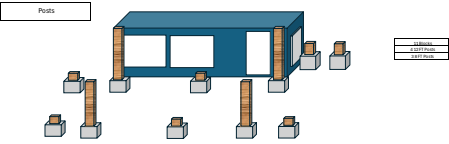
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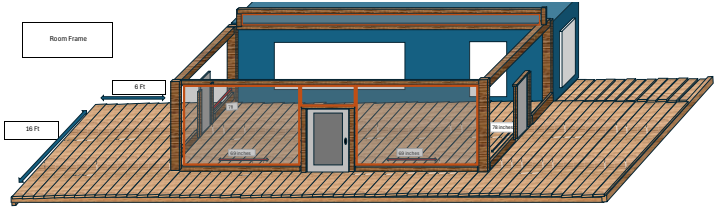
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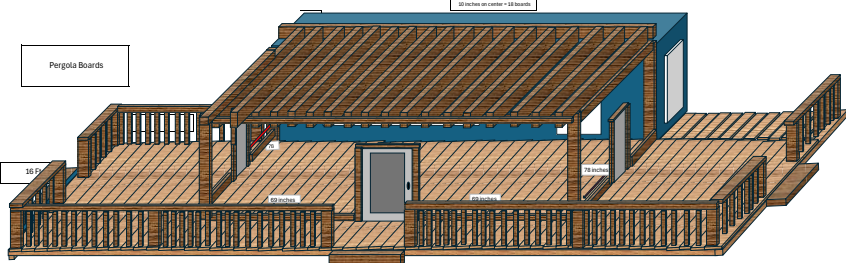
Date: 12/12/00

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# Wylie City Council

## AGENDA REPORT

**Department:** Purchasing

**Prepared By:** Brent Stowers

**Account Code:** 112-5614-58570

### Subject

Consider, and act upon, the approval of Professional Services Project Order (PSPO) #W2025-129 for engineering and professional services related to Founders Park Parking Improvements for the Parks and Recreation Department, to be provided by Kimley-Horn and Associates, Inc. in the estimated amount of \$176,500.00, and authorize the City Manager to execute all necessary documents.

### Recommendation

Motion to approve the Item as presented.

### Discussion

The Parks and Recreation Department seeks approval from the City Council to award Kimley-Horn and Associates, Inc., a contract for the development of professional engineering plans for Founders Park Parking Improvements.

Due to the popularity of youth leagues in Wylie, the athletic fields at Founders Park serve thousands of young athletes; however, the existing parking lots cannot accommodate multiple events at once. This often results in illegal or unsafe parking along roadsides and in undesignated areas, creating safety hazards for pedestrians and vehicles, as well as damage to park grounds and fixtures. Expanding parking capacity will help reduce these risks, improve overall park safety, and support continued community participation.

In accordance with Government Code 2254, staff has completed a comprehensive review of the submittals for Category D (Landscape Architecture), and has deemed Kimley-Horn and Associates, Inc. to be the most qualified for these projects.

PSPO #W2025-129 is issued under Master Agreement for Professional and Engineering Services (MAPES W2021-8-E-D).



# Wylie City Council

## AGENDA REPORT

**Department:** Purchasing

**Prepared By:** Brent Stowers

**Account Code:** 112-5614-58570

### Subject

Consider, and act upon, the approval of Professional Services Project Order (PSPO) #W2025-130 for engineering and professional services related to Community Park Parking Improvements for the Parks and Recreation Department, to be provided by Kimley-Horn and Associates, Inc. in the estimated amount of \$143,500.00, and authorize the City Manager to execute all necessary documents.

### Recommendation

Motion to approve the Item as presented.

### Discussion

The Parks and Recreation Department seeks approval from the City Council to award Kimley-Horn and Associates, Inc. a contract for the development of professional engineering plans for Community Park Parking Improvements.

Due to the popularity of youth leagues in Wylie, the athletic fields at Community Park serve thousands of young athletes. With the recent addition of a pickleball court and splash pad, the park now draws even more visitors; however, the existing parking facilities cannot support multiple events simultaneously. This often results in illegal or unsafe parking along roadsides and in undesignated areas, posing safety hazards for pedestrians and vehicles and causing damage to park grounds and infrastructure. Expanding parking will help reduce these risks, improve overall safety, and support increased community participation.

In accordance with Government Code 2254, staff has completed a comprehensive review of the submittals for Category D (Landscape Architecture), and has deemed Kimley-Horn and Associates, Inc. to be the most qualified for these projects.

PSPO #W2025-130 is issued under Master Agreement for Professional and Engineering Services (MAPES W2021-8-E-D).



# Wylie City Council

## AGENDA REPORT

Department: Engineering

Account Code: 417-5417-58210

Prepared By: \_\_\_\_\_

### Subject

Consider, and act upon, the award of Professional Services Project Order (PSPO) No. #W2025-117 for Stone Road Maintenance Activities Geotech Services to ECS Southwest, LLP, in the estimated amount of \$61,380.00, and authorizing the City Manager to execute any necessary documents.

### Recommendation

Motion to approve the Item as presented.

### Discussion

The Stone Road Maintenance Activities from W. A. Allen to Bennett Road was approved for construction and the contractor was awarded the project by City Council on May 27, 2025. ECS Southwest, LLP (ECS) has been selected as the Geotechnical Material and Materials Testing firm. ECS will provide materials inspection and testing services, which will include soils testing and analysis, as well as concrete inspection and testing. Staff recommends approving PSPO W2025-117 for Geotechnical Services for Stone Road in the estimated amount of \$61,380.00.



# Wylie City Council

## AGENDA REPORT

Department: Engineering  
 Prepared By: Jenneen Elkalid

Account Code: 447-5447-58570

### Subject

Consider, and act upon, the contract amendment for PSPO #W2019-8-E for East FM 544 (Stone Road) Phase 3 Improvements from north of Alfred Drive to Vinson Road to Freese & Nichols, Inc. in the amount of \$125,000.00 and authorizing the City Manager to execute any necessary documentations.

### Recommendation

Motion to approve the Item as presented.

### Discussion

Freese & Nichols Inc. was awarded PSPO #W2019-8-E in the amount of \$991,500 on October 18, 2018 for the design of East FM 544 (Stone Road Phase 3) from Alfred Drive to Vinson Road. This project includes the design to widen the two-lane asphalt road to a four-lane concrete road with a roundabout at E. FM 544/County Line/Vinson, as well as water, sewer, and drainage improvements.

The first Contract Amendment was approved by City Council on May 31, 2022 in the amount of \$146,240 for a traffic signal design and ROW services.

A second Contract Amendment in the amount of \$125,000 is needed due to necessary design changes during construction, and additional utility coordination and construction phase services.

Staff recommends approval of the Contract Amendment to PSPO #W2019-8-E in the amount of \$125,000.00.



# Wylie City Council

## AGENDA REPORT

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

**Account Code:** 100-5241-54810

### Subject

Consider, and act upon, the approval of the purchase of an Advanced Information Systems (AIS) server for the 911 Recording System in the estimated amount of \$101,066.00 through a cooperative purchasing contract with Motorola and authorizing the City Manager to execute any and all necessary documents.

### Recommendation

Motion to approve the Item as presented.

### Discussion

The City of Wylie's 911 Communications Center is required to record and maintain phone and radio recordings for police, fire, and EMS. With the implementation of the new 911 Recording System, Higher Ground, we are creating a true redundancy of all recordings. This AIS server will housed at Back-Up Dispatch at Fire Station 4 with the capabilities to record phone and radios at both the Public Safety Building and Back-Up Dispatch.

This expense covers the purchase with Motorola for the AIS server that is needed for the Higher Ground software. The City was awarded a state grant, Proposition 8- Next Generation 911 Service Fund (Prop 8), in April 2024 to assist emergency communications districts (ECD) with the additional cost of NG911 implementation. These funds were received from the state during FY 24-25 and will be used to fund the AIS server.

Staff recommends the purchase of the AIS server in the estimated amount of \$101,066.00 through a cooperative purchasing contract with Motorola through Texas DIR. 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. 2025-131/Tx DIR Contract No. TX-DIR-CPO-5433)





# Wylie City Council

## AGENDA REPORT

Department: Purchasing  
 Prepared By: Kirby Krol

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

### Subject

Consider, and act upon, the approval of Banking Depository Services Agreement No. W2025-34 with JPMorgan Chase Bank for the Finance Department, authorizing the City Manager to execute any and all documents.

### Recommendation

Motion to approve the Item as presented.

### Discussion

The City of Wylie (City) initiated and completed a formal application process, requesting proposals from qualified financial institutions to serve as the Depository Bank for the City in alignment with Texas Local Government Code Chapter 105, and to provide banking services to the City.

A formal and comprehensive evaluation process was conducted to determine the best overall value to the City. The evaluation was extensive and based on pre-established criteria. The criteria included a review of each institution's ability to meet legal qualifications, interest rate structure and cost for services, financial strength and stability, capability to provide sufficient collateral for deposits, and an implementation timeline and transition process.

The City received two (2) responsive proposals. Based on the evaluation of each financial institution, City staff recommend the award of Banking Depository Services Agreement No. W2025-34 for a term of five (5) years to JPMorgan Chase Bank, as providing the best value to the City.



# Wylie City Council

## AGENDA REPORT

**Department:** Purchasing      **Account Code:** 100-5131-56510  
**Prepared By:** Kirby Krol

### Subject

Consider, and act upon, the approval of Professional Services Agreement No. W2025-116 for Professional Audit Services to Weaver and Tidwell, LLP in an estimated amount of \$68,500 for the Finance Department, authorizing the City Manager to execute any and all documents.

### Recommendation

Motion to approve the Item as presented.

### Discussion

The City of Wylie (City) initiated and completed a formal procurement process, requesting proposals from qualified firms of certified public accountants to provide annual financial auditing services as required by the City Charter for the Finance Department.

The scope of services requires the auditor to express an opinion on the fair presentation of its basic financial statements in conformity with generally accepted accounting principles, and any additional changes as promulgated by the Government Accounting Standards Board (GASB). This includes the preparation of financial statements, notes, and all required supplementary schedules of the Annual Comprehensive Financial Review (ACFR) using financial information provided by the City.

Each audit is to be performed in compliance with the following:

- Generally accepted auditing standards adopted by the American Institute of Certified Public Accountants;
- The standards set forth for financial audits in the U.S. General Accounting Office's (GAO) Government Auditing Standards (latest revision);
- The provisions of the federal Single Audit Act of 1984 and the Single Audit Act Amendments of 1996, and U.S. Office of Management and Budget (OMB) Circular A-133, Audits of States, Local Governments and Non-Profit Organizations, and any other applicable federal management circulars;
- State of Texas Single Audit Circular;
- Government Accounting Standards Board Statements and applicable Implementation Guides; and
- Texas Government Code, Title 10, § 2256.023 (d).

Following the completion of the audit of the financial statements for each fiscal year, the auditor shall issue (at a minimum) the following reports:

- A report on the fair presentation of the financial statements in conformity with generally accepted accounting principles;
- A report on the internal control structure based on the auditor's understanding of the control structure and assessment of control risk;
- A report on compliance with applicable laws and regulations;

- An "in-relation-to" report on the schedules of federal financial assistance, if necessary;
- A Single Audit (when required);
- A report on the internal control structure used in administering federal financial assistance programs; and
- A report on compliance with laws and regulations related to major and non-major federal financial assistance programs.

The City received five (5) proposals, which were each evaluated based on the published criteria of experience, client work history, staff qualifications, and audit approach.

Based on the evaluation of the responding firms, staff recommends the award of a three-year (3) agreement with two (2) additional one (1) year renewal options to Weaver and Tidwell, L.L.P. in the estimated annual amount of \$68,500 as providing the best overall value to the City.



# Wylie City Council

## AGENDA REPORT

**Department:** Parks and Recreation  
**Prepared By:** Brent Stowers

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

### Subject

Consider, and act upon, a donation from the Wylie Baseball Softball Association in the amount of \$36,358.00 for the installation of four (4) new scoreboards at Community Park baseball fields.

### Recommendation

Motion to approve the Item as presented.

### Discussion

In the spring 2024 the Wylie Baseball Softball Association reached out to the Parks and Recreation Department about replacing the four (4) scoreboards at the baseball fields located at Community Park. The Association agreed that they would pay for the materials as a donation if the Department would install the new boards.

The Department agreed that the scoreboards needed to be replaced. City Council approved a budget amendment in April 2024 to utilize up to \$45,000 from the Acquisition and Improvement Fund-Central Zone, which is where Community Park is located. The purpose of the budget amendment was for the Department to move forward with the project, and to have the Association donate the cost in full after the project was complete.

Staff reached out to Daktronics for the purchase of the scoreboards, and was able to complete the project for \$36,358.00. The installation of the new scoreboards was completed in late winter 2025, just in time for the spring baseball season to start. The Parks and Recreation Department is now moving forward with the donation process, and recommends City Council to approve the Wylie Baseball Softball Association for the donation of \$36,358.00 to be placed back into the Acquisition and Improvement Fund-Central Zone.



# Wylie City Council

## AGENDA REPORT

**Department:** City Secretary  
**Prepared By:** Mary Bradley

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

### Subject

Interview applicant for Board of Review alternate vacancy for a term to begin August 12, 2025 and end June 30, 2027.

### Recommendation

No action taken.

### Discussion

At the June 11th City Council meeting, Council directed staff to re-enable the online application for the Board of Review to allow candidates to apply for the alternate position.

At the July 22nd meeting, Council tabled the item after the applicant was unable to attend due to being given an incorrect date. Council directed staff to reach out to the applicant to confirm availability for one of the next three meetings.

As outlined in Ordinance No. 2022-01, all prospective Board of Review applicants are to be interviewed by the full City Council.

**Applicant:**

Chris Smith

## Board of Review Application

### Personal Information

**First Name \***

Chris

**Last Name \***

Smith

### Residency

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

**Wylie resident \***

☒ Yes ☐ No

**Length of Residency**

**Years \***

43

**Months \***

0

### Voter Status

**Registered Voter \***

☒ Yes ☐ No

**Voter Registration County \***

Collin

### Employment Information

**Occupation**

Industrial Automation - Business Owner

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

As a current business owner, I bring firsthand experience in decision-making, financial accountability, and community engagement. Prior to owning my business, I participated in various business ethics trainings and served on committees focused on responsible practices and professional standards. This background has given me a strong foundation in fair evaluation, integrity, and collaborative problem-solving—all of which would be valuable in service on the Board of Review.

### Board/Commission Service

**Currently serve on a board/commission \***

☐ Yes ☒ No

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

I have lived in Wylie for 43 years and am proud to be both a graduate of Wylie High School and a parent to four daughters in the district—three of whom have graduated and one currently entering 5th grade. With deep roots in the community and plans to relocate my business to Wylie, I'm eager to give back and help ensure fair and responsible oversight as a Board of Review member. I care deeply about the city's continued growth and integrity.



# Wylie City Council

## AGENDA REPORT

**Department:** City Manager  
**Prepared By:** City Secretary

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

### Subject

**Tabled from 07-22-2025**

*Remove from table and consider*

Consider, and act upon, an appointment to fill a Board of Review alternate vacancy for a term to begin August 12, 2025 and end June 30, 2027.

### Recommendation

Motion to approve, \_\_\_\_\_ as an alternate for the Board of Review vacancy for a term to begin August 12, 2025 and end June 30, 2027.

### Discussion

At the June 11th City Council meeting, Council directed staff to re-enable the online application for the Board of Review to allow candidates to apply for the alternate position.

At the July 22nd meeting, Council tabled the item after the applicant was unable to attend due to being given an incorrect date. Council directed staff to reach out to the applicant to confirm availability for one of the next three meetings.

As outlined in Ordinance No. 2022-01, all prospective Board of Review applicants are to be interviewed by the full City Council.

**Applicant:**

Chris Smith

## Board of Review Application

### Personal Information

**First Name \***

Chris

**Last Name \***

Smith

### Residency

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

**Wylie resident \***

☒ Yes ☐ No

**Length of Residency**

**Years \***

43

**Months \***

0

### Voter Status

**Registered Voter \***

☒ Yes ☐ No

**Voter Registration County \***

Collin

### Employment Information

**Occupation**

Industrial Automation - Business Owner

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

As a current business owner, I bring firsthand experience in decision-making, financial accountability, and community engagement. Prior to owning my business, I participated in various business ethics trainings and served on committees focused on responsible practices and professional standards. This background has given me a strong foundation in fair evaluation, integrity, and collaborative problem-solving—all of which would be valuable in service on the Board of Review.

### Board/Commission Service

**Currently serve on a board/commission \***

☐ Yes ☒ No

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

I have lived in Wylie for 43 years and am proud to be both a graduate of Wylie High School and a parent to four daughters in the district—three of whom have graduated and one currently entering 5th grade. With deep roots in the community and plans to relocate my business to Wylie, I'm eager to give back and help ensure fair and responsible oversight as a Board of Review member. I care deeply about the city's continued growth and integrity.



## ORDINANCE NO. 2022-01

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

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

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

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

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

### **Section 1.      Creation of Code of Conduct**

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

### **Section 2.      Policy**

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

### **Section 3.      Definitions**

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

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

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

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

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

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

*Official Action* means:

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

#### **Section 4. Covered officials**

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

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

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

#### **Section 6. Education**

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

#### **Section 7. Standards of Conduct for City Officials**

##### **(A) Appearance on behalf of private interests of others**

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

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

**(B) Misuse and disclosure of confidential information**

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

**(C) Restrictions on political activity and political contributions**

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

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

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

**(E) Conflicts of Interest**

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

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

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

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

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

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

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

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

**Section 8. Board of Review**

**(A) Creation and appointment**

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

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

**(B) Qualifications**

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

**(C) Terms of appointment / Limitations**

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

**(D) Training / Removal**

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

**(E) Consultation with City Attorney**

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

**(F) Reviewing Attorney**

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

**(G) Complaint Process**

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



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

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



## (7) City Council Review / Hearing

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

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

**(H) Findings / Consequences**

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

**Section 9. Other Obligations**

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

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

**Section 10. Effective Date**

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

**Section 11. Distribution and Training**

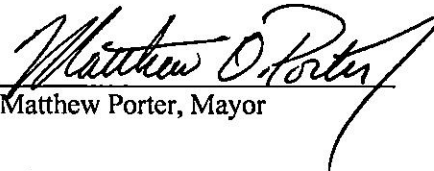
- (A) Every person shall be provided reasonable opportunity to review this Code as a condition of their candidacy and/or application to be a City Official. At the time of application for a position of City Official, every applicant shall be furnished with a copy of this Code.
- (B) Individuals seated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

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

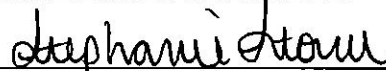
## Section 12. Severability

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

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

  
Matthew Porter, Mayor

**ATTESTED AND  
CORRECTLY RECORDED:**

  
Stephanie Storm



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



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

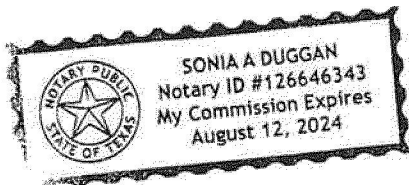
STATE OF TEXAS  
COUNTY OF COLLIN

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

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

Chad Engbrock, Publisher

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



Notary Public in and for  
The State of Texas

My commission expires 08/12/2024.

**Ordinance  
No. 2021-55**

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

38-1t-86li

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

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



# Wylie City Council

## AGENDA REPORT

**Department:** Finance  
**Prepared By:** Melissa Brown

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

### Subject

Consider, and act upon, Resolution No. 2025-15(R) of the City Council of the City of Wylie, Texas, accepting the proposed property tax rate for the fiscal year 2025-26, accepting the calculation of the no new revenue tax rate and the voter approval tax rate, establishing August 26, 2025 at 6:00 p.m. at the City of Wylie Municipal Complex for a public hearing and vote on the proposed property tax rate, and providing for the publication as provided by the Texas Property Tax Code, Chapter 26.

### Recommendation

Motion to approve Resolution No. 2025-15(R) of the City Council of the City of Wylie, Texas, accepting the proposed property tax rate for the fiscal year 2025-26, accepting the calculation of the no new revenue tax rate and the voter approval tax rate, establishing August 26, 2025 at 6:00 p.m. at the City of Wylie Municipal Complex for a public hearing and vote on the proposed property tax rate, and providing for the publication as provided by the Texas Property Tax Code, Chapter 26.

### Discussion

The City is required by law to follow certain meeting and notice (publication) guidelines identified in the “Truth in Taxation” Tax Codes. In accordance with the laws of the State of Texas, the no new revenue tax rate, the voter approval tax rate and other information must be published and a public hearing must be held. This year’s No New Revenue Rate is \$0.521441 and the Voter Approval Tax rate is \$0.543438. Voter Approval Rate including Unused Increment is \$.559554.

The proposed 2025-26 budget is based on a tax rate of \$0.543438 per \$100 valuation. The proposed rate is the voter approval tax rate (not including unused increment) and is \$0.009137 more than the current rate.

The proposed budget was placed on file with the City Secretary’s office on August 8th. Any changes in the proposed tax rate will require revision of the proposed budget. The City Council is required to vote on the proposed tax rate tonight and publish the required information at least five days prior to the public hearing on August 26th. The notice of public hearing will include how each Council Member voted. The Council may adopt the tax rate at the same meeting as the public hearing. If a tax rate is not adopted on August 26th, a special called meeting must be held within seven days (September 2) to adopt a rate. [Tax Code 26.06(e)]

The official detailed tax rate calculations are available in the office of the Collin County Tax Assessor/Collector, Scott Grigg, in McKinney. Citizens may also find a five-year history of this information on the county website, [collincountytexas.gov/tax\\_assessor](http://collincountytexas.gov/tax_assessor). The current year calculation will also be available at the Collin County Appraisal District’s Tax Transparency Website, <https://collintaxes.org/>. A copy of the calculation is maintained in the Finance Department and will be posted to our website.

**RESOLUTION NO. 2025-15(R)**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS, ACCEPTING THE PROPOSED PROPERTY TAX RATE FOR FISCAL YEAR 2025-2026; ACCEPTING THE CALCULATION OF THE NO NEW REVENUE TAX RATE; ACCEPTING THE CALCULATION OF THE VOTER APPROVAL TAX RATE AND PROVIDING FOR THE PUBLICATION AS PROVIDED BY THE TEXAS PROPERTY TAX CODE, CHAPTER 26.**

**WHEREAS**, the City of Wylie has received the calculated no new revenue tax rate as presented by the Collin County Tax Assessor/Collector's Office; and

**WHEREAS**, the City of Wylie has received the calculated voter approval tax rate as presented by the Collin County Tax Assessor/Collector's Office; and

**WHEREAS**, the Texas Property Tax Code, Chapter 26, provides the specific procedures in which to consider the proposed tax rate;

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

**SECTION 1.** The City Council of the City of Wylie, Texas, does hereby accept the rate of \$0.543438 per \$100 valuation as the proposed property tax rate for fiscal year 2025-2026.

**SECTION 2.** The City Council of the City of Wylie, Texas, met in a public meeting on August 12, 2025, and accepted this resolution with a majority vote.

**DULY PASSED AND APPROVED** by the City Council of the City of Wylie, Texas, on this the 12<sup>th</sup> day of August 2025.

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

ATTEST:

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



# 2025 Tax Rate Calculation Worksheet

## Taxing Units Other Than School Districts or Water Districts

Form 50-856

City of Wylie

972-516-6000

Taxing Unit Name

Phone (area code and number)

300 Country Club Rd., Building 100, Wylie, TX 75098

www.wylietexas.gov

Taxing Unit's Address, City, State, ZIP Code

Taxing Unit's Website Address

**GENERAL INFORMATION:** Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet*.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

### SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	<b>Prior year total taxable value.</b> Enter the amount of the prior year taxable value on the prior year tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17). <sup>1</sup>	\$ 8,402,967,039
2.	<b>Prior year tax ceilings.</b> Counties, cities and junior college districts. Enter the prior year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision last year or a prior year for homeowners age 65 or older or disabled, use this step. <sup>2</sup>	\$ 865,930,184
3.	<b>Preliminary prior year adjusted taxable value.</b> Subtract Line 2 from Line 1.	\$ 7,537,036,855
4.	<b>Prior year total adopted tax rate.</b>	\$ 0.534301 /\$100
5.	<b>Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value.</b> <b>A. Original prior year ARB values:</b> ..... \$ 262,295,504 <b>B. Prior year values resulting from final court decisions:</b> ..... - \$ 236,424,657 <b>C. Prior year value loss.</b> Subtract B from A. <sup>3</sup>	\$ 25,870,847
6.	<b>Prior year taxable value subject to an appeal under Chapter 42, as of July 25.</b> <b>A. Prior year ARB certified value:</b> ..... \$ 181,723,707 <b>B. Prior year disputed value:</b> ..... - \$ 12,652,274 <b>C. Prior year undisputed value.</b> Subtract B from A. <sup>4</sup>	\$ 169,071,433
7.	<b>Prior year Chapter 42 related adjusted values.</b> Add Line 5C and Line 6C.	\$ 194,942,280

<sup>1</sup> Tex. Tax Code §26.012(14)<sup>2</sup> Tex. Tax Code §26.012(14)<sup>3</sup> Tex. Tax Code §26.012(13)<sup>4</sup> Tex. Tax Code §26.012(13)



Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	<b>Prior year taxable value, adjusted for actual and potential court-ordered adjustments.</b> Add Line 3 and Line 7.	\$ 7,731,979,135
9.	<b>Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1, 2024.</b> Enter the prior year value of property in deannexed territory. <sup>5</sup>	\$ 0
10.	<b>Prior year taxable value lost because property first qualified for an exemption in the current year.</b> If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in the current year does not create a new exemption or reduce taxable value. <b>A. Absolute exemptions.</b> Use prior year market value: ..... \$ 1,220,157 <b>B. Partial exemptions.</b> Current year exemption amount or current year percentage exemption times prior year value: ..... + \$ 11,955,719 <b>C. Value loss.</b> Add A and B. <sup>6</sup>	\$ 13,175,876
11.	<b>Prior year taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in the current year.</b> Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year. <b>A. Prior year market value:</b> ..... \$ 0 <b>B. Current year productivity or special appraised value:</b> ..... - \$ 0 <b>C. Value loss.</b> Subtract B from A. <sup>7</sup>	\$ 0
12.	<b>Total adjustments for lost value.</b> Add Lines 9, 10C and 11C.	\$ 13,175,876
13.	<b>Prior year captured value of property in a TIF.</b> Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund. <sup>8</sup> If the taxing unit has no captured appraised value in line 18D, enter 0.	\$ 0
14.	<b>Prior year total value.</b> Subtract Line 12 and Line 13 from Line 8.	\$ 7,718,803,259
15.	<b>Adjusted prior year total levy.</b> Multiply Line 4 by Line 14 and divide by \$100.	\$ 41,241,643
16.	<b>Taxes refunded for years preceding the prior tax year.</b> Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for the prior tax year. This line applies only to tax years preceding the prior tax year. <sup>9</sup>	\$ 237,812
17.	<b>Adjusted prior year levy with refunds and TIF adjustment.</b> Add Lines 15 and 16. <sup>10</sup>	\$ 41,479,455
18.	<b>Total current year taxable value on the current year certified appraisal roll today.</b> This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. <sup>11</sup> <b>A. Certified values:</b> ..... \$ 8,291,026,963 <b>B. Counties:</b> Include railroad rolling stock values certified by the Comptroller's office: ..... + \$ <b>C. Pollution control and energy storage system exemption:</b> Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: ..... - \$ 0 <b>D. Tax increment financing:</b> Deduct the current year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below. <sup>12</sup> ..... - \$ 0 <b>E. Total current year value.</b> Add A and B, then subtract C and D.	\$ 8,291,026,963

<sup>5</sup> Tex. Tax Code §26.012(15)<sup>6</sup> Tex. Tax Code §26.012(15)<sup>7</sup> Tex. Tax Code §26.012(15)<sup>8</sup> Tex. Tax Code §26.03(c)<sup>9</sup> Tex. Tax Code §26.012(13)<sup>10</sup> Tex. Tax Code §26.012(13)<sup>11</sup> Tex. Tax Code §26.012, 26.04(c-2)<sup>12</sup> Tex. Tax Code §26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	<b>Total value of properties under protest or not included on certified appraisal roll.</b> <sup>13</sup> <b>A. Current year taxable value of properties under protest.</b> The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. <sup>14</sup> ..... \$ 815,298,717 <b>B. Current year value of properties not under protest or included on certified appraisal roll.</b> The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. <sup>15</sup> ..... + \$ 0 <b>C. Total value under protest or not certified.</b> Add A and B.	\$ 815,298,717
20.	<b>Current year tax ceilings.</b> Counties, cities and junior colleges enter current year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in the prior year or a previous year for homeowners age 65 or older or disabled, use this step. <sup>16</sup>	\$ 996,316,115
21.	<b>Current year total taxable value.</b> Add Lines 18E and 19C. Subtract Line 20. <sup>17</sup>	\$ 8,110,009,565
22.	<b>Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year.</b> Include both real and personal property. Enter the current year value of property in territory annexed. <sup>18</sup>	\$ 0
23.	<b>Total current year taxable value of new improvements and new personal property located in new improvements.</b> New means the item was not on the appraisal roll in the prior year. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, of the prior year and be located in a new improvement. New improvements <b>do</b> include property on which a tax abatement agreement has expired for the current year. <sup>19</sup>	\$ 155,237,170
24.	<b>Total adjustments to the current year taxable value.</b> Add Lines 22 and 23.	\$ 155,237,170
25.	<b>Adjusted current year taxable value.</b> Subtract Line 24 from Line 21.	\$ 7,954,772,395
26.	<b>Current year NNR tax rate.</b> Divide Line 17 by Line 25 and multiply by \$100. <sup>20</sup>	\$ 0.521441 /\$100
27.	<b>COUNTIES ONLY.</b> Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. <sup>21</sup>	\$ _____ /\$100

## SECTION 2: Voter Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

- Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
- Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	<b>Prior year M&amp;O tax rate.</b> Enter the prior year M&O tax rate.	\$ 0.417244 /\$100
29.	<b>Prior year taxable value, adjusted for actual and potential court-ordered adjustments.</b> Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 7,731,979,135

<sup>13</sup> Tex. Tax Code §26.01(c) and (d)

<sup>14</sup> Tex. Tax Code §26.01(c)

<sup>15</sup> Tex. Tax Code §26.01(d)

<sup>16</sup> Tex. Tax Code §26.012(6)(B)

<sup>17</sup> Tex. Tax Code §26.012(6)

<sup>18</sup> Tex. Tax Code §26.012(17)

<sup>19</sup> Tex. Tax Code §26.012(17)

<sup>20</sup> Tex. Tax Code §26.04(c)

<sup>21</sup> Tex. Tax Code §26.04(d)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
30.	<b>Total prior year M&amp;O levy.</b> Multiply Line 28 by Line 29 and divide by \$100.	\$ 32,261,219
31.	<b>Adjusted prior year levy for calculating NNR M&amp;O rate.</b> <b>A. M&amp;O taxes refunded for years preceding the prior tax year.</b> Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2024. This line applies only to tax years preceding the prior tax year. .... + \$ 176,474 <b>B. Prior year taxes in TIF.</b> Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no current year captured appraised value in Line 18D, enter 0. .... - \$ 0 <b>C. Prior year transferred function.</b> If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. .... +/- \$ 0 <b>D. Prior year M&amp;O levy adjustments.</b> Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function. .... \$ 176,474 <b>E. Add Line 30 to 31D.</b>	\$ 32,437,693
32.	<b>Adjusted current year taxable value.</b> Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 7,954,772,395
33.	<b>Current year NNR M&amp;O rate (unadjusted).</b> Divide Line 31E by Line 32 and multiply by \$100.	\$ 0.407776 /\$100
34.	<b>Rate adjustment for state criminal justice mandate.</b> <sup>23</sup> <b>A. Current year state criminal justice mandate.</b> Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. \$ 0 <b>B. Prior year state criminal justice mandate.</b> Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies. .... - \$ 0 <b>C. Subtract B from A and divide by Line 32 and multiply by \$100.</b> .... \$ 0.000000 /\$100 <b>D. Enter the rate calculated in C. If not applicable, enter 0.</b>	\$ 0.000000 /\$100
35.	<b>Rate adjustment for indigent health care expenditures.</b> <sup>24</sup> <b>A. Current year indigent health care expenditures.</b> Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose. .... \$ 0 <b>B. Prior year indigent health care expenditures.</b> Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state assistance received for the same purpose. .... - \$ 0 <b>C. Subtract B from A and divide by Line 32 and multiply by \$100.</b> .... \$ 0.000000 /\$100 <b>D. Enter the rate calculated in C. If not applicable, enter 0.</b>	\$ 0.000000 /\$100

<sup>22</sup> [Reserved for expansion]<sup>23</sup> Tex. Tax Code §26.044<sup>24</sup> Tex. Tax Code §26.0441

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
36.	<b>Rate adjustment for county indigent defense compensation.</b> <sup>25</sup> <b>A. Current year indigent defense compensation expenditures.</b> Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state grants received by the county for the same purpose. .... \$ 0 <b>B. Prior year indigent defense compensation expenditures.</b> Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state grants received by the county for the same purpose. .... \$ 0 <b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100. .... \$ 0.000000 /\$100 <b>D.</b> Multiply B by 0.05 and divide by Line 32 and multiply by \$100. .... \$ 0.000000 /\$100 <b>E.</b> Enter the lesser of C and D. If not applicable, enter 0.	\$ 0.000000 /\$100
37.	<b>Rate adjustment for county hospital expenditures.</b> <sup>26</sup> <b>A. Current year eligible county hospital expenditures.</b> Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year. .... \$ 0 <b>B. Prior year eligible county hospital expenditures.</b> Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2023 and ending on June 30, 2024. .... \$ 0 <b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100. .... \$ 0.000000 /\$100 <b>D.</b> Multiply B by 0.08 and divide by Line 32 and multiply by \$100. .... \$ 0.000000 /\$100 <b>E.</b> Enter the lesser of C and D, if applicable. If not applicable, enter 0.	\$ 0.000000 /\$100
38.	<b>Rate adjustment for defunding municipality.</b> This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information. <b>A. Amount appropriated for public safety in the prior year.</b> Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year. .... \$ 0 <b>B. Expenditures for public safety in the prior year.</b> Enter the amount of money spent by the municipality for public safety during the preceding fiscal year. .... \$ 0 <b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100. .... \$ 0.000000 /\$100 <b>D.</b> Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100
39.	<b>Adjusted current year NNR M&amp;O rate.</b> Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.	\$ 0.407776 /\$100
40.	<b>Adjustment for prior year sales tax specifically to reduce property taxes.</b> Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in the prior year should complete this line. These entities will deduct the sales tax gain rate for the current year in Section 3. Other taxing units, enter zero. <b>A.</b> Enter the amount of additional sales tax collected and spent on M&O expenses in the prior year, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent. .... \$ 0 <b>B.</b> Divide Line 40A by Line 32 and multiply by \$100. .... \$ 0.000000 /\$100 <b>C.</b> Add Line 40B to Line 39.	\$ 0.407776 /\$100
41.	<b>Current year voter-approval M&amp;O rate.</b> Enter the rate as calculated by the appropriate scenario below. <b>Special Taxing Unit.</b> If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08. <b>- or -</b> <b>Other Taxing Unit.</b> If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.	\$ 0.422048 /\$100

<sup>25</sup> Tex. Tax Code §26.0442<sup>26</sup> Tex. Tax Code §26.0443

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D41.	<b>Disaster Line 41 (D41): Current year voter-approval M&amp;O rate for taxing unit affected by disaster declaration.</b> If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of: 1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred; or 2) the third tax year after the tax year in which the disaster occurred.  If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08. <sup>27</sup> If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).	\$ 0.000000 /\$100
42.	<b>Total current year debt to be paid with property taxes and additional sales tax revenue.</b> Debt means the interest and principal that will be paid on debts that: (1) are paid by property taxes; (2) are secured by property taxes; (3) are scheduled for payment over a period longer than one year; and (4) are not classified in the taxing unit's budget as M&O expenses.  <b>A. Debt</b> also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. <sup>28</sup>  Enter debt amount ..... \$ 10,550,962 <b>B. Subtract unencumbered fund amount</b> used to reduce total debt. .... - \$ 200,000 <b>C. Subtract certified amount spent from sales tax to reduce debt</b> (enter zero if none) ..... - \$ 0 <b>D. Subtract amount paid</b> from other resources ..... - \$ 500,000 <b>E. Adjusted debt.</b> Subtract B, C and D from A.	\$ 9,850,962
43.	<b>Certified prior year excess debt collections.</b> Enter the amount certified by the collector. <sup>29</sup>	\$ 6,193
44.	<b>Adjusted current year debt.</b> Subtract Line 43 from Line 42E.	\$ 9,844,769
45.	<b>Current year anticipated collection rate.</b> <b>A.</b> Enter the current year anticipated collection rate certified by the collector. <sup>30</sup> ..... 100.00 % <b>B.</b> Enter the prior year actual collection rate..... 99.09 % <b>C.</b> Enter the 2023 actual collection rate. .... 103.31 % <b>D.</b> Enter the 2022 actual collection rate. .... 103.93 % <b>E.</b> If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. <sup>31</sup>	100.00 %
46.	<b>Current year debt adjusted for collections.</b> Divide Line 44 by Line 45E.	\$ 9,844,769
47.	<b>Current year total taxable value.</b> Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 8,110,009,565
48.	<b>Current year debt rate.</b> Divide Line 46 by Line 47 and multiply by \$100.	\$ 0.121390 /\$100
49.	<b>Current year voter-approval M&amp;O rate plus current year debt rate.</b> Add Lines 41 and 48.	\$ 0.543438 /\$100
D49.	<b>Disaster Line 49 (D49): Current year voter-approval tax rate for taxing unit affected by disaster declaration.</b> Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.	\$ 0.000000 /\$100

<sup>27</sup> Tex. Tax Code §26.042(a)<sup>28</sup> Tex. Tax Code §26.012(7)<sup>29</sup> Tex. Tax Code §26.012(10) and 26.04(b)<sup>30</sup> Tex. Tax Code §26.04(b)<sup>31</sup> Tex. Tax Code §§26.04(h), (h-1) and (h-2)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
50.	<b>COUNTIES ONLY.</b> Add together the voter-approval tax rates for each type of tax the county levies. The total is the current year county voter-approval tax rate.	\$ 0.000000 /\$100

### SECTION 3: NNR Tax Rate and Voter Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	<b>Taxable Sales.</b> For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller's estimate of taxable sales for the previous four quarters. <sup>32</sup> Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November of the prior year, enter 0.	\$ 0
52.	<b>Estimated sales tax revenue.</b> Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. <sup>33</sup>  <b>Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year.</b> Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. <sup>34</sup> <b>- or -</b> <b>Taxing units that adopted the sales tax before November of the prior year.</b> Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$ 0
53.	<b>Current year total taxable value.</b> Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 8,110,009,565
54.	<b>Sales tax adjustment rate.</b> Divide Line 52 by Line 53 and multiply by \$100.	\$ 0.000000 /\$100
55.	<b>Current year NNR tax rate, unadjusted for sales tax.</b> <sup>35</sup> Enter the rate from Line 26 or 27, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.521441 /\$100
56.	<b>Current year NNR tax rate, adjusted for sales tax.</b> <b>Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year.</b> Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November of the prior tax year.	\$ 0.521441 /\$100
57.	<b>Current year voter-approval tax rate, unadjusted for sales tax.</b> <sup>36</sup> Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.543438 /\$100
58.	<b>Current year voter-approval tax rate, adjusted for sales tax.</b> Subtract Line 54 from Line 57.	\$ 0.543438 /\$100

### SECTION 4: Voter Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
59.	<b>Certified expenses from the Texas Commission on Environmental Quality (TCEQ).</b> Enter the amount certified in the determination letter from TCEQ. <sup>37</sup> The taxing unit shall provide its tax assessor-collector with a copy of the letter. <sup>38</sup>	\$ 0
60.	<b>Current year total taxable value.</b> Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 8,110,009,565
61.	<b>Additional rate for pollution control.</b> Divide Line 59 by Line 60 and multiply by \$100.	\$ 0.000000 /\$100

<sup>32</sup> Tex. Tax Code §26.041(d)

<sup>33</sup> Tex. Tax Code §26.041(i)

<sup>34</sup> Tex. Tax Code §26.041(d)

<sup>35</sup> Tex. Tax Code §26.04(c)

<sup>36</sup> Tex. Tax Code §26.04(c)

<sup>37</sup> Tex. Tax Code §26.045(d)

<sup>38</sup> Tex. Tax Code §26.045(i)

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
62.	<b>Current year voter-approval tax rate, adjusted for pollution control.</b> Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	\$ 0.543438 /\$100

### SECTION 5: Voter Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value. <sup>39</sup> The Foregone Revenue Amount for each year is equal to that year's adopted tax rate subtracted from that year's voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year's current total value. <sup>40</sup>

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042; <sup>41</sup>
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a); <sup>42</sup> or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval. <sup>43</sup>

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit. <sup>44</sup>

Line	Unused Increment Rate Worksheet	Amount/Rate
63.	<b>Year 3 Foregone Revenue Amount. Subtract the 2024 unused increment rate and 2024 actual tax rate from the 2024 voter-approval tax rate. Multiply the result by the 2024 current total value</b> A. Voter-approval tax rate (Line 68) ..... B. Unused increment rate (Line 67) ..... C. Subtract B from A ..... D. Adopted Tax Rate ..... E. Subtract D from C ..... F. 2024 Total Taxable Value (Line 60) ..... G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	 \$ 0.534301 /\$100 \$ 0.028268 /\$100 \$ 0.506033 /\$100 \$ 0.534301 /\$100 \$ -0.028268 /\$100 \$ 7,732,424,936 \$ 0
64.	<b>Year 2 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval tax rate. Multiply the result by the 2023 current total value</b> A. Voter-approval tax rate (Line 67) ..... B. Unused increment rate (Line 66) ..... C. Subtract B from A ..... D. Adopted Tax Rate ..... E. Subtract D from C ..... F. 2023 Total Taxable Value (Line 60) ..... G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	 \$ 0.594366 /\$100 \$ 0.052521 /\$100 \$ 0.541845 /\$100 \$ 0.538882 /\$100 \$ 0.002963 /\$100 \$ 7,070,918,166 \$ 209,511
65.	<b>Year 1 Foregone Revenue Amount. Subtract the 2022 unused increment rate and 2022 actual tax rate from the 2022 voter-approval tax rate. Multiply the result by the 2022 current total value</b> A. Voter-approval tax rate (Line 67) ..... B. Unused increment rate (Line 66) ..... C. Subtract B from A ..... D. Adopted Tax Rate ..... E. Subtract D from C ..... F. 2022 Total Taxable Value (Line 60) ..... G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	 \$ 0.614854 /\$100 \$ 0.034816 /\$100 \$ 0.580038 /\$100 \$ 0.562333 /\$100 \$ 0.017705 /\$100 \$ 6,199,027,298 \$ 1,097,537
66.	<b>Total Foregone Revenue Amount.</b> Add Lines 63G, 64G and 65G	\$ 1,307,048 /\$100
67.	<b>2025 Unused Increment Rate.</b> Divide Line 66 by Line 21 of the <i>No-New-Revenue Rate Worksheet</i> . Multiply the result by 100	\$ 0.016116 /\$100
68.	<b>Total 2025 voter-approval tax rate, including the unused increment rate.</b> Add Line 67 to one of the following lines (as applicable): Line 49, Line 50 (counties), Line 58 (taxing units with additional sales tax) or Line 62 (taxing units with pollution)	\$ 0.559554 /\$100

<sup>39</sup> Tex. Tax Code §26.013(b)

<sup>40</sup> Tex. Tax Code §26.013(a)(1-a), (1-b), and (2)

<sup>41</sup> Tex. Tax Code §§26.04(c)(2)(A) and 26.042(a)

<sup>42</sup> Tex. Tax Code §§26.0501(a) and (c)

<sup>43</sup> Tex. Local Gov't Code §120.007(d)

<sup>44</sup> Tex. Local Gov't Code §26.04(c)(2)(B)



**SECTION 6: De Minimis Rate**

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit.<sup>45</sup>

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit.<sup>46</sup>

Line	De Minimis Rate Worksheet	Amount/Rate
69.	<b>Adjusted current year NNR M&amp;O tax rate.</b> Enter the rate from Line 39 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.407776 /\$100
70.	<b>Current year total taxable value.</b> Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 8,110,009,565
71.	<b>Rate necessary to impose \$500,000 in taxes.</b> Divide \$500,000 by Line 70 and multiply by \$100.	\$ 0.006165 /\$100
72.	<b>Current year debt rate.</b> Enter the rate from Line 48 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.121390 /\$100
73.	<b>De minimis rate.</b> Add Lines 69, 71 and 72.	\$ 0.000000 /\$100

**SECTION 7: Voter Approval Tax Rate Adjustment for Emergency Revenue Rate**

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.<sup>47</sup>

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year.<sup>48</sup>

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
74.	<b>2024 adopted tax rate.</b> Enter the rate in Line 4 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.534301 /\$100
75.	<b>Adjusted 2024 voter-approval tax rate.</b> Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. <sup>49</sup>  If a disaster occurred in 2024 and the taxing unit calculated its 2024 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2024 worksheet due to a disaster, complete the applicable sections or lines of <i>Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> . - or - If a disaster occurred prior to 2024 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2024, complete form 50-856-a, <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> to recalculate the voter-approval tax rate the taxing unit would have calculated in 2024 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. <sup>50</sup> Enter the final adjusted 2024 voter-approval tax rate from the worksheet. - or - If the taxing unit adopted a tax rate above the 2024 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	\$ 0.000000 /\$100
76.	<b>Increase in 2024 tax rate due to disaster.</b> Subtract Line 75 from Line 74.	\$ 0.000000 /\$100
77.	<b>Adjusted 2024 taxable value.</b> Enter the amount in Line 14 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 7,718,803,259
78.	<b>Emergency revenue.</b> Multiply Line 76 by Line 77 and divide by \$100.	\$ 0
79.	<b>Adjusted 2024 taxable value.</b> Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 7,954,772,395
80.	<b>Emergency revenue rate.</b> Divide Line 78 by Line 79 and multiply by \$100. <sup>50</sup>	\$ 0.000000 /\$100

<sup>45</sup> Tex. Tax Code §26.012(8-a)

<sup>46</sup> Tex. Tax Code §26.063(a)(1)

<sup>47</sup> Tex. Tax Code §26.042(b)

<sup>48</sup> Tex. Tax Code §26.042(f)

<sup>49</sup> Tex. Tax Code §26.042(c)

<sup>50</sup> Tex. Tax Code §26.042(b)



Line	Emergency Revenue Rate Worksheet	Amount/Rate
81.	<b>Current year voter-approval tax rate, adjusted for emergency revenue.</b> Subtract Line 80 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 68 (taxing units with the unused increment rate).	\$ 0.559554 /\$100

### SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

**No-new-revenue tax rate.** ..... \$ 0.521441 /\$100  
 As applicable, enter the current year NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).  
 Indicate the line number used: 26

**Voter-approval tax rate.** ..... \$ 0.559554 /\$100  
 As applicable, enter the current year voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 68 (adjusted for unused increment), or Line 81 (adjusted for emergency revenue).  
 Indicate the line number used: 68

**De minimis rate.** ..... \$ 0.000000 /\$100  
 If applicable, enter the current year de minimis rate from Line 73.

### SECTION 9: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code.<sup>51</sup>

**print  
here** ➔

Jayna Dean

Printed Name of Taxing Unit Representative

**sign  
here** ➔

*Jayna Dean*

Taxing Unit Representative

7/30/2025

Date

<sup>51</sup> Tex. Tax Code §§26.04(c-2) and (d-2)



# Wylie City Council

## AGENDA REPORT

**Department:** Finance

**Prepared By:** Melissa Brown

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

### Subject

Establish a date, time, and place to hold a Public Hearing on the fiscal year 2025-2026 Proposed Budget so that all interested persons may be heard, either for or against any item in the proposed budget before final approval. The date, time and place for the hearing and the final vote will be published in the City's official newspaper, as provided by the Texas Local Government Code, Section 102.006.

### Recommendation

Motion establishing August 26, 2025 at 6:00 p.m. in the Council Chambers of the Wylie Municipal Complex , 300 Country Club Road, Wylie, Texas as the date, time and place at which the public hearing will occur and Council will vote on the final budget.

### Discussion

Texas Local Government Code, Section 102.006 and the City's Charter require a public hearing to be held on the 2025-2026 Proposed Budget. Council must establish a date, time and place for the public hearing so that all interested persons may be heard, either for or against any item on the proposed budget before final approval.

The date, time, and place for the hearing and the final vote will be published in the City's official newspaper and posted on the City's website. The hearing date must be at least 15 days after the proposed budget was filed with the City Secretary (August 8th) and the notice must be published at least five days before the hearing. Staff recommends August 26, 2025 at 6:00 p.m. in the Council Chambers of the Municipal Complex.



# Wylie City Council

## AGENDA REPORT

Department: City Manager  
 Prepared By: Renae' Ollie

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

### Subject

Hold a Work Session to discuss ground maintenance assistance with the Wylie Cemetery Association

### Recommendation

Discussion and direction

### Discussion

The president of the Wylie Cemetery Association (WCA) has asked the city to consider a partnership to assist with ground maintenance, specifically mowing the two cemeteries.

The Wylie and Kreymer cemeteries consist of four tracts of land totaling approximately 13 acres. The Association currently contracts the mowing service to a third party. Their contractor mows weekly with an annual cost of \$50,000. Ground maintenance includes mowing, edging, and weed eating around markers.

Staff is seeking direction from Council to consider the following options for ground maintenance:

1. Enter into a partnership with WCA to provide ground maintenance provided by the Parks & Recreation mowing contractor:
  - a. The two cemeteries would need to be maintained weekly at 39 cycles a year for the contractor to maintain.
  - b. This would increase the City's mowing contract an additional \$50k, bringing the overall total to \$475k annually to maintain.
2. City funds the cost of mowing. Mowing duties are handled by the WCA's current or future contractor.
  - a. Due to the delicate nature of the proposed maintenance and to alleviate additional work being placed on current Parks & Recreation Staff, the Association requests to maintain their current mowing contractor and the responsibility for oversight.
  - b. Maintenance performed March 1st thru October 31st. Agreement would begin March 1, 2026.
  - c. WCA would be responsible for any issues that need to be addressed.
3. Staff perform the mowing responsibilities.
  - a. Proper equipment would be needed to perform the required mowing services.
  - b. Proper staff training required to perform the required mowing services.
  - c. Staff would be responsible for any outstanding issues that need to be addressed.

The Yearly Maintenance Service requirements as performed by the WCA and their current contractor is attached as Exhibit A.

## EXHIBIT A

### Mowing Services for Wylie & Kreymer Cemeteries

Grounds Maintenance Requirements (hereafter referred to as “Mowing Services”) for the Mowing Season which is designated from March 1 to October 31 (hereafter referred to as “Mowing Season:”) Mowing Services shall be completed for the Wylie Cemetery & the Kreymer Cemetery (hereafter referred to as “the Cemeteries”), on a weekly basis, with all work completed no later than close of day on Friday of each week.

The Association Board (hereafter referred to as “the Board”) should be notified that services are completed at which time the grounds will be reviewed for any outstanding issues that need to be addressed. Beginning with the 2026 Mowing Season, billing invoices will no longer be necessary and payments will be made bi-weekly on Mondays with first payment on Monday, March 16, 2026.

The following items are included in “Mowing Services” and for the duration of the Mowing Season:

1. Mow boundaries outside of fence, perimeter inside fences, grounds and around the roads as required to maintain well manicured grounds,
2. Complete services by blowing all cut grasses off of markers & curbing.
3. Mowers shall be kept at a distance of no less than 5-7 inches from all markers.
4. Weed-eat/Edge around all markers, curbing, fences, trees and shrubs,
5. Pick up and removal of fallen tree limbs as needed,  
(Large tree limbs or major debris will be treated separately outside of the grounds contract);
6. Remove and dispose of Initial Burial Flowers as needed,
7. Fill in sunken areas of New Burials as needed,
8. Empty and replace trash bags in trash receptacles located throughout the cemeteries as needed,
9. Advise the Board via phone or email immediately of any damage caused by mowers to markers, fence or gates.
10. Advise the Board of any markers, Permanent or Temporary discovered while mowing that are in danger of being “completely covered.”

All questions should be directed to the Board at [wyliecemeteryassociation@gmail.com](mailto:wyliecemeteryassociation@gmail.com).

# Wylie Cemetery Association

## PARTNERSHIP PRESENTATION CITY COUNCIL

AUGUST 12, 2025



# INTRODUCTION

- ▶ Overview of Current Challenges, the Association's Current Funding and Monthly Mowing Expenditures and Critical Projects to be completed.
- ▶ Proposed Solution
- ▶ Benefits of Partnership



# CURRENT CHALLENGES

- ▶ Limited budget of the Cemetery Association funded by burial plot sales and donations.
- ▶ Need for Weekly Mowing starting March 1<sup>st</sup> to October 31<sup>st</sup> yearly.
- ▶ Ongoing Critical Urgent Projects.
  - Creation/Verification/Restoration of burial/plot ownership records (Cost: Cemetery Board & Volunteer TIME)
  - Creation of Cemetery database (set up cost \$5,785.00 with yearly maintenance fees of \$1160).
  - Creation of Cemetery Mapping. (costs unknown at this time).
  - North boundary tree line cleanup and runoff erosion. (costs unknown at this time).
  - Permanent marking to replace “Temporary” markers (Replacement costs no less than \$100 each.)
  - Rescue & restoration of already “covered” or “sinking” markers. (no less than \$150 each)
  - Restoration/Repairs of Fallen/Broken markers (costs unknown at this time).
  - Repairs of Electronic Entrance Gates for both Cemeteries with Wylie Bid @ \$5,371.00 and Kreymer Bid @ \$6,660.
  - Cemetery wide tree maintenance and upkeep

# PROPOSED SOLUTIONS & BENEFITS

- ▶ Create a Mowing Services Maintenance Agreement between the City of Wylie and the Association.
  - City provide yearly maintenance costs.
  - Cost savings for WCA through shared responsibility with City.
  - Allows Association to delegate limited current monies on hand to Critical Urgent Projects
  - Opportunity to strengthen civic engagement showing the citizens of Wylie the City's commitment to our families.
- ▶ WAC maintains their current mowing contractor and the responsibility for oversight.
  - Alleviates additional work placed on current Parks & Rec Staff
  - WAC monitors completion of services and continues to receive and complete all calls and inquires of families and the public regarding cemetery grounds maintenance.



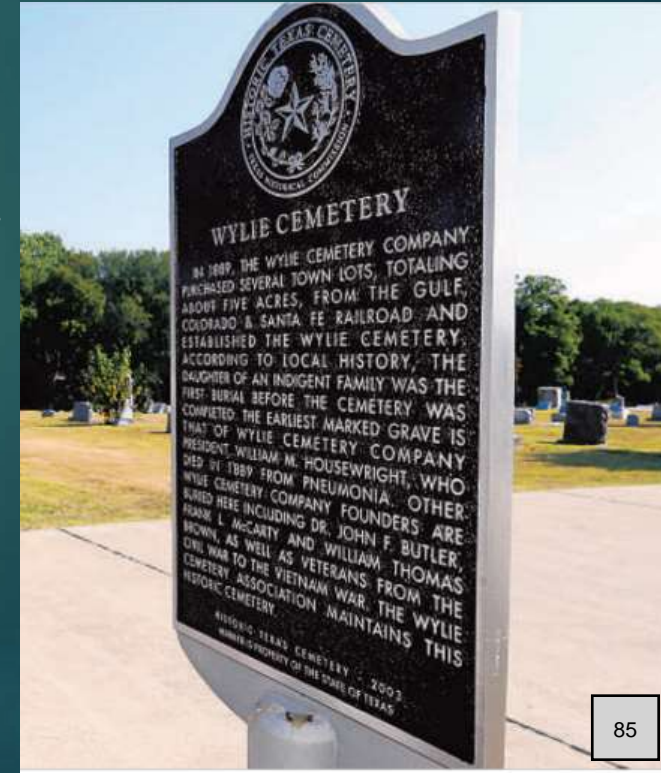
# Proposed Mowing Maintenance Partnership

## ► Mowing Season

- March 1<sup>st</sup> thru October 31<sup>st</sup>.
- Agreement would begin March 1, 2026.
- Annual costs \$50,000.

## ► Current Mowing Services

- Mow boundaries outside and inside of fences and around the roads.
- Blow all cut grasses off of markers & curbing.
- Mowers shall be kept at a distance of no less than 5-7 inches from all markers.
- Weed-eat/Edge around all markers, curbing, fences, trees and shrubs.
- Pick up and removal of fallen tree limbs as needed.
- Remove and dispose of Initial Burial Flowers as needed.
- Fill in sunken areas of New Burials as needed.
- Empty and replace trash bags in trash receptacles .
- Advise the Board of any damage caused by mowers.
- Advise the Board of any markers discovered that are in danger of being covered.



# Thank you!

Contact us:

Wylie Cemetery Association

Sandra Stone, President

P.O. Box 44

Wylie, Texas 75098

Ph: 945-287-9549

Facebook: Wylie Cemetery Association

Email: [wyliecemeteryassociation@gmail.com](mailto:wyliecemeteryassociation@gmail.com)