

Minutes
Wylie Economic Development Corporation
Board of Directors Meeting
June 17, 2020 – 8:30 A.M.
300 Country Club Road, Building #100
Wylie, TX 75098

CALL TO ORDER

Announce the presence of a Quorum

President Demond Dawkins called the regular meeting to order at 8:31 a.m. Board Members present were John Yeager, Melisa Whitehead, Gino Mulliqi, and Tim Gilchrist.

Ex-officio Member City Manager Chris Holsted was present at 8:36 a.m. via teleconference.

WEDC Staff present included Executive Director Jason Greiner & Senior Assistant Rachael Hermes.

INVOCATION & PLEDGE OF ALLEGIANCE

Board Member John Yeager gave the invocation and led the Pledge of Allegiance.

CITIZEN PARTICIPATION

With no citizen participation, President Dawkins moved to Consent Agenda.

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the WEDC Board of Directors and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- A. Consider and act upon approval of the May 22, 2020 Minutes of the WEDC Board of Directors Meeting.**
- B. Consider and act upon approval of the May 2020 WEDC Treasurer's Report.**

Board Comments

John Yeager noted that the vote on Item 6 should reflect a 4-0 vote rather than a 5-0 vote.

Board Action

A motion was made by Gino Mulliqi, seconded by Tim Gilchrist, to approve the Consent Agenda with the correction as noted. A vote was taken and passed 5-0.

President Dawkins then moved to Discussion Items, beginning with Item 4 for presentation purposes.

DISCUSSION ITEMS

- 4. Staff report: WEDC Property Update, FBC Rodeo, Downtown Parking, WEDC Activities and Programs, Retail Coach Update.**

Aaron Farmer with The Retail Coach gave a detailed presentation regarding sales tax numbers from January through the first week of June. The data was presented by sector and then further broken down by retailer to illustrate the purchasing trends in the community during the pandemic. Unlike many other communities, the data shows that sales tax numbers are back up and there was not a substantial drop from a retail perspective. It was noted that communities with a stronger entertainment industry versus those with essential goods/home improvement retailers are seeing much different data. This data will continue to be tracked and can be taken to potential retail prospects. Furthermore, an increase in daytime population would positively impact restaurant prospects. Recruiting efforts were discussed and have continued to take place throughout the pandemic.

Staff updated the Board regarding sales tax revenues for April, stating that the numbers are up 2.21% over the same month last year.

WEDC Property Updates include the discussion of the demolition of properties, with further details to be provided upon consideration of Action Item 1. Any properties scheduled for demolition will be made available to the police and fire departments for training purposes prior to demolition. Regarding the Voluntary Cleanup Program (VCP) at Hwy 78 and Brown, Elm Creek has sent their environmental response to TCEQ and staff is working to stay far ahead of the process so that the properties can be conveyed with no issue. The Collin County purchases are still in process and the City of Wylie ROW purchase has been approved by Council. Final updates will be provided to the Board when available. Property maintenance/mowing is being reviewed to ensure that properties are in proper order.

Staff updated the Board regarding the request for use of the WEDC-owned lot at 303 E. Marble St. for the First Baptist Church Rodeo. A license agreement is being prepared by the attorney for this request and similar requests moving forward.

Staff mentioned the downtown parking project, noting that it had been further discussed with city staff since the last meeting and is pending an interlocal agreement with Union Pacific.

WEDC Activities and Program updates were discussed, including the upcoming reappointment of Tim Gilchrist to the WEDC Board. Staff also updated the Board regarding the nomination of the WEDC for the Workforce Excellence Award, noting that the WEDC received Merit Recognition for Achievement in Workforce Development. Regarding incentives, Cardinal Strategies finished their relocation ahead of schedule and has already received a Certificate of Occupancy. Staff discussed check presentation and a potential tour of their facility. Staff noted the receipt of a public information request related to the WEDC office space lease and feedback regarding the audio equipment, adding that audio technology had been updated and the lease information had been previously reviewed by staff in preparation for the budget process. Staff directed the Board to information provided in the packet regarding upcoming Sales Tax Workshops and encouraged Board Members to participate if possible.

3. Discuss issues surrounding the FY 2020-2021 WEDC Budget.

Staff discussed any revisions or updates that had been made to the proposed FY 2020-2021 WEDC Budget. Unreserved beginning fund balance projections were discussed, and figures will be updated and brought back to the Board closer to adoption of the budget. Potential payroll adjustments will be discussed in Executive Session. Operating Expenses were revised

to eliminate the copier line item in FY 20-21. An agenda item for a new copier will be presented at the next meeting. Incentive figures will be revisited based on timing of project eligibility within this FY. Demolition numbers were updated to reflect a reduction in projected expenses in FY 20-21 since a portion of demolition will be brought forward within this FY. While sales tax revenues look healthy, staff explained that the Advertising line item can be revisited and pared down if needed. Website expenses were detailed and will be reviewed further in the coming weeks. The extension of interest-only loan payments with American National Bank will be pursued in an effort to align with any pending real estate contracts. Infrastructure projects, except for the NTMWD water line relocation, can be delayed if it becomes necessary. The ending fund balance was discussed noting that a Future Incentives line item would likely be included within the FY 20-21 Budget to allow for payment of Board/Council approved incentives without the need for a Budget Amendment. Staff will keep the Board updated regarding the presentation of the proposed budget to City Council.

President Dawkins then moved to Action Items.

ACTION ITEMS

1. **Consider and act upon issues surrounding the disposition of WEDC property located at 204 N. 2nd Street and 503 S. Ballard.**

Staff Comments

Following direction from the Board at the last meeting, staff provided cost estimates for the demolition of properties located at 204 N. 2nd Street and 503 S. Ballard, noting that there is a \$2,000 cost savings associated with demolishing 208 N. 2nd and 204 N. 2nd simultaneously. The demolition of 208 N. 2nd was previously approved at the 4-22-20 Board Meeting. The property at 503 S. Ballard is in disrepair and would require substantial investment to consider for rental purposes.

Board Action

A motion was made by Gino Mulliqi, seconded by John Yeager, to approve the demolition of 204 N. 2nd and 503 S. Ballard in the total amount of \$22,000. A vote was taken and the motion passed 5-0.

2. **Consider and act upon issues surrounding the underground utilities located at 350 South Highway 78.**

Board Action

The Board moved to Executive Session and took no action related to this Item.

EXECUTIVE SESSION

Recessed into Closed Session at 9:32 a.m. in compliance with Section 551.001, et. seq. Texas Government Code, to wit:

Section 551.072 (Real Estate) of the Local Government Code, Vernon's Texas Code Annotated (Open Meetings Act). Consider the sale or acquisition of properties located at:

- State Highway 78 & Brown

- State Highway 78 & F.M. 544
- Jackson & Oak

Section 551.074 (Personnel Matters) of the Local Government Code, Vernon’s Texas Code Annotated (Open Meetings Act).

- Evaluation of WEDC Staff

Section 551.087 (Economic Development) of the Local Government Code, Vernon’s Texas Code Annotated (Open Meetings Act). Deliberation regarding commercial or financial information that the WEDC has received from a business prospect and to discuss the offer of incentives for:

- Project 2017-10a
- Project 2018-2a
- Project 2018-10c
- Project 2019-11b
- Project 2019-12a
- Project 2019-12c
- Project 2020-4a
- Project 2020-4c

Board Member Tim Gilchrist left the meeting at 10:50 a.m.

RECONVENE INTO OPEN MEETING

Take any action as a result from Executive Session

President Demond Dawkins reconvened into Open Session at 10:56 a.m. and took no action.

ADJOURNMENT

With no further business, President Dawkins adjourned the WEDC Board meeting at 10:56 a.m.



Demond Dawkins, President

ATTEST:



Jason Greiner, Executive Director