



Wylie City Council

Minutes

Regular Meeting

January 22, 2019 – 6:00 p.m.

Wylie Municipal Complex – Council Chambers

300 Country Club Road, Bldg. 100

Wylie, TX 75098

CALL TO ORDER

Announce the presence of a Quorum.

Mayor Eric Hogue called the meeting to order at 6:00 p.m. The following City Council members were present: Mayor *pro tem* Keith Stephens, Councilman Matthew Porter, Councilman Jeff Forrester, Councilwoman Candy Arrington, Councilman Timothy T. Wallis, and Councilman David Dahl.

Staff present included: City Manager Mindy Manson; Assistant City Manager Chris Holsted; Police Chief Anthony Henderson; Development Services Director Renaé Ollie; Chief Building Official Bret McCullough; Public Information Officer Craig Kelly; Parks and Recreation Director Robert Diaz; Public Works Director Tim Porter; Finance Director Melissa Beard; Fire Chief Brent Parker; Project Engineer Wes Lawson; WEDC Executive Director Sam Satterwhite; City Secretary Stephanie Storm, and various support staff.

INVOCATION & PLEDGE OF ALLEGIANCE

Mayor *pro tem* Keith Stephens gave the invocation and Councilman Wallis led the Pledge of Allegiance.

PRESENTATIONS

- **Wylie Way Students**

Mayor Hogue and Mayor *pro tem* Stephens presented medallions to students demonstrating “Shining the Wylie Way.” Each nine weeks one student from each WISD campus is chosen as the “Wylie Way Student.”

CITIZEN 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.

There were no citizens present wishing to address Council.

CONSENT AGENDA

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

- A. Consider, and act upon, approval of the Minutes of January 8, 2019 Regular Meeting and January 14, 2019 Special Called Meeting of the Wylie City Council. (S. Storm, City Secretary)**
- B. Consider, and act upon, Resolution No. 2019-02(R) of the City Council of the City of Wylie, Collin, Dallas and Rockwall Counties, Texas, ordering the General Election to be administered by the Collin County Elections Administrator and the City of Wylie on May 4, 2019, for the purpose of electing the positions of two Council members (Place 1 and Place 3) of the Wylie City Council, to hold office for a period of three years; Designating locations of polling places; Designating filing deadlines; Ordering Notices of Election to be given as prescribed by law in connection with such election. (S. Storm, City Secretary)**
- C. Consider, and act upon, Resolution No. 2019-03(R) of the City Council of the City of Wylie, Collin, Dallas and Rockwall Counties, Texas, Appointing Election Officials for the General Election on May 4, 2019, for the purpose of electing the positions of two Council members (Place 1 and Place 3) of the Wylie City Council. (S. Storm, City Secretary)**
- D. Consider, and act upon, the award of bid # W2019-31-B for Wylie Fire Station 1 Remodel; to Clayton Contracting Inc. in the amount of \$55,834.32, and authorizing the City Manager to execute any and all necessary documents. (G. Hayes, Purchasing Manager)**
- E. Consider, and place on file, City of Wylie Monthly Revenue and Expenditure Report for December 31, 2018. (M. Beard, Finance Director)**
- F. Consider, and place on file, City of Wylie Monthly Investment Report for December 31, 2018. (M. Beard, Finance Director)**
- G. Consider, and act upon, Ordinance No. 2019-03 amending Ordinance No. 2018-24 (2018-2019 Budget) for proposed budget amendments for fiscal year 2018-2019; providing for repealing, savings and severability clauses; and providing an effective date of this ordinance. (M. Beard, Finance Director)**

Council Action

A motion was made by Mayor *pro tem* Stephens, seconded by Councilwoman Arrington, to approve the Consent Agenda as presented. A vote was taken and the motion passed 7-0.

REGULAR AGENDA

- 1. Consider, and act upon, accepting a donation to the City in the amount of \$35,000.00 from the Wylie Baseball Softball Association for park improvements at Community Park. (R. Diaz, Parks and Recreation Director)**

Staff Comments

Parks and Recreation Director Diaz addressed Council stating the Wylie Baseball Softball Association (WBSA) would like to donate funds to the City to assist with park improvements at Community Park.

These infield improvements would be made by a contractor that specializes in the application of a product called Masterseal Infield Mix. This product increases the playability of the infields after rain events. The WBSA is proposing to donate approximately \$35,000 to the project that would have a total cost of \$60,000. Staff is proposing to utilize Parks Acquisition and Improvement Funds in the Central Zone in the amount of \$25,000 for this project. Staff and the league are anxious to move forward on this project is so this product will be in place for the Spring 2019 season. All the park improvements will be made by City contractors and supervised by City staff. The Parks and Recreation Board reviewed and approved the proposed improvements at their Board meeting on January 14, 2019.

Council Comments

Councilman Forrester asked what the ongoing annual maintenance of the Masterseal Infield Mix. Brent Stowers, Parks Manager, replied that this material does not blow away or wash off, but some material will have to be added each year. The life of this material is five to seven years before it has to be redone.

Council Action

A motion was made by Mayor *pro tem* Stephens, seconded by Councilwoman Arrington, to accept a donation to the City in the amount of \$35,000 from the Wylie Baseball Softball Association for park improvements at Community Park. A vote was taken and the motion passed 7-0.

2. **Consider, and act upon, Ordinance No. 2019-04 amending Ordinance No. 2018-24 (2018-2019 Budget) for proposed budget amendments for fiscal year 2018-2019; providing for repealing, savings and severability clauses; and providing an effective date of this ordinance.**
(M. Beard, Finance Director)

Staff Comments

Finance Director Beard addressed Council stating in lieu of acceptance of the donation, staff is recommending allocating funds in the amount of \$60,000 from the Parkland Acquisition and Improvement Fund (Central Zone) for infield improvements to the four baseball fields at Community Park. The Wylie Baseball/Softball Association (WBSA) is proposing to donate approximately \$35,000 to the project. The net increase to the Parks A&I Fund budget is \$25,000.

Council Action

A motion was made by Councilman Forrester, seconded by Councilman Porter, to approve Ordinance No. 2019-04 amending Ordinance No. 2018-24 (2018-2019 Budget) for proposed budget amendments for fiscal year 2018-2019; providing for repealing, savings and severability clauses; and providing an effective date of this ordinance. A vote was taken and the motion passed 7-0.

3. **Consider, and place on file, the 2018 Wylie Economic Development Corporation Annual Report.** *(S. Satterwhite, WEDC Director)*

Staff Comments

WEDC Executive Director Sam Satterwhite delivered the 2018 Annual Report to the Wylie City Council. This report provided a financial overview and condition of the Corporation as well as an update on 2018 business activity and 2019 Goals & Objectives.

The WEDC had \$4,999,386 in available operating funds and the beginning fund balance was \$886,200. The report noted sales tax collections decreased 2.5% from the prior year totaling \$2,562,759. Other revenues included rental income of \$121,995, sale of one pad site on Highway 78 for \$1,367,060, and loan payments of \$55,553.

Expenditures for WEDC operations were as follows: personnel - \$420,877, administrative costs - \$209,811, marketing and promotion activities - \$176,629, debt service - \$1,097,642 (which included a \$363,000 one-time principal reduction payment), land acquisition - \$578,742, incentives - \$775,862, and environmental and site work - \$226,281. Total expenditures for FY 2017-2018 were \$3,495,476.

In FY 2017-18 the WEDC spent \$775,863 on incentives. Within that figure, \$429,994 was paid as part of ongoing sales tax reimbursement programs, \$115,869 for industrial projects and \$230,000 for office/medical/general commercial. The WEDC also forgave two loan payments totaling \$161,667 pertaining to infrastructure assistance with the Exco project and the Clark Street development, both of which met agreed upon performance measures. Of the incentive payments made, \$306,667 represented either a one-time commitment or the final payment on a multi-year agreement.

In 2019, the WEDC will continue their efforts toward a Jackson Street Revitalization and Expansion, partnering with the City for the 544 Gateway property for redevelopment which includes finalization of the VCP process with the TCEQ, waterline improvements, and development of a Masterplan in cooperation with the City Council. The WEDC will continue to focus efforts on Workforce Development, selling the final pad site on SH 78 next to Chick-fil-A, partnering with KCS for 250-acre Logistics Park, and finally, the WEDC will focus on a redevelopment project at SH 78 and Brown Street.

Council Action

A motion was made by Mayor *pro tem* Stephens, seconded by Councilwoman Arrington, to accept and place on file the 2018 Wylie Economic Development Corporation Annual Report. A vote was taken and the motion passed 7-0.

4. **Consider, and act upon, acceptance of the Comprehensive Annual Financial Report (CAFR) for FY 2017-2018 after a presentation by the audit firm of Weaver L.L.P. (M. Beard, Finance Director)**

Staff Comments

Finance Director Beard addressed Council stating the City Charter in Article VII, Municipal Finance, Independent Audit requires that at the end of the fiscal year an independent audit be made of all accounts of the City by a certified public accountant. In compliance with the City Charter, our outside auditor, Weaver, has performed an audit as of September 30, 2018. This is the fifth year for the audit to be performed by Weaver after their selection to continue as the City's independent auditors following an RFP process done during 2014. Prior to that, Weaver had served as the City's auditors for six years.

Mr. John DeBurro, representing Weaver, provided a brief summary of the FY 2017-2018 CAFR, including the Independent Auditors' Report. He reported that Weaver had found the audit to be an unmodified opinion. He explained that Weaver had issued the Independent Auditor's Report on Internal Control over Financial Reporting and on compliance and other matters based on an audit of financial statements performed in accordance with Government Auditing Standards. An unmodified report is the best reporting a city can receive where no deficiencies were found. Mr. DeBurro reviewed some of the highlights of the FY 2017-2018 report. A complete copy of the FY 2017-2018 CAFR is on file for review and on the City website.

Mayor Hogue thanked the members of the Finance Department for a great job in compiling and reporting the City's financial affairs.

Council Action

A motion was made by Councilman Porter, seconded by Councilman Forrester, to accept the Comprehensive Annual Financial Report (CAFR) for FY 2017-2018. A vote was taken and the motion passed 7-0.

Mayor Hogue recessed the Council into Executive Session at 7:17 p.m.

EXECUTIVE SESSION

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

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.

- **City Manager**

RECONVENE INTO OPEN SESSION

Mayor Hogue reconvened into Open Session at 8:03 p.m.

READING OF ORDINANCES

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

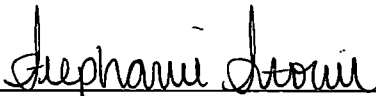
City Secretary Storm read the captions of Ordinance Nos. 2019-03 and 2019-04 into the official record.

ADJOURNMENT

A motion was made by Councilman Porter, seconded by Councilman Dahl, to adjourn the meeting at 8:07 p.m. A vote was taken and the motion passed 7-0.


Eric Hogue, Mayor

ATTEST:


Stephanie Storm, City Secretary

