

(unapproved draft)



# CITY COUNCIL MEETING

December 01, 2025 at 6:00 PM

Wolfforth City Hall - 302 Main Street Wolfforth, TX

## MINUTES

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### **CALL MEETING TO ORDER**

Meeting was called to order at 6:00 PM by Mayor Pro Tem Cooper

### **INVOCATION - Councilmember McDonald**

### **PLEDGE OF ALLEGIANCE - Councilmember Worley**

### **ROLL CALL AND ESTABLISH A QUORUM**

### **SAFETY REVIEW**

### **CITIZEN ENGAGEMENT**

This is an opportunity for the public to address the City Council regarding an item on the agenda, except public hearings that are included on the agenda. Comments related to public hearings will be heard when the specific hearing begins. Citizen comments are limited to three (3) minutes per speaker, unless the speaker requires the assistance of a translator, in which case the speaker is limited to six (6) minutes, in accordance with applicable law. Each speaker shall approach the designated speaker location, complete the citizen engagement sign-in sheet and state his/her name and city of residence before speaking. Speakers shall address the City Council with civility that is conducive to appropriate public discussion. Speakers can address only the City Council and not individual city officials or employees. The public cannot speak from the gallery but only from the designated speaker location.

There were no public comments.

### **CONSENT AGENDA #1**

Items considered to be routine are enacted by one motion without separate discussion. If the City Council desires to discuss an item, the item is removed from the Consent Agenda and considered separately.

Motion to approve Consent Agenda #1

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Motion made by Councilmember Place 4 McDonald, Seconded by Councilmember Place 2 Houck.

Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Councilmember Place 3 Stout, Councilmember Place 4 McDonald

1. Consider and take appropriate action on City Council Meeting Minutes from November 3 and November 17, 2025.
2. Consider and take appropriate action on October 2025 Departmental Reports
3. Consider and take appropriate action on Resolution 2025-052 Second Reading

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH  
AUTHORIZING THE ECONOMIC DEVELOPMENT CORPORATION TO ISSUE AN  
INCENTIVE FOR CONSTRUCTION OF A RETAIL GROCERY STORE AND RELATED  
INFRASTRUCTURE TO UNITED SUPERMARKETS, LLC.

#### **REGULAR SESSION**

4. PUBLIC COMMENT: Receive public comment pertaining to Stormwater Management Program.

Public comment was opened at 6:02 PM

There were no public comments

Public comment was closed at 6:02 PM

5. Consider and take appropriate action on Frenship Youth Baseball annual report

Cary Sallee presented the Annual Frenship Youth Baseball report to the City Council. Spring League served 1,032 players and 9 weekend tournaments were held between March and October. Field improvements include new sod on fields 4 & 5 and overseeding in October 2025. Fields have also been leveled.

Improvements needed include LED lights, concrete walkways and driveways and paved parking. Priority would be on the concrete walkways between field as this would also help water run off toward Patterson Park.

Motion to accept report as presented.

Motion made by Councilmember Place 2 Houck, Seconded by Councilmember Place 3 Stout.

Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Councilmember Place 3 Stout, Councilmember Place 4 McDonald

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6. Consider and take appropriate action on request from Public Utility Commission for City of Wolfforth to accept Temporary Manager appointment for Casey Home Estates Water System  
  
The Public Utility Commission of Texas has approached the City of Wolfforth for appointment as Temporary Manager of the Casey Home Estates Water Utility located south of town on FM 179. Compensation would be \$15 per month per connection. The temporary manager could also apply for a temporary rate increase under PUCT rules.

City Manager Randy Criswell recommended to the Council that the request be denied. The current cost of water to those customers, including the \$15 per month per connection that the PUC would pay the City, is not enough to operate that system.

Motion to decline the appointment of Temporary Manager for the Casey Home Estates Water Utility.

Motion made by Councilmember Place 3 Stout, Seconded by Councilmember Place 2 Houck.  
Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Councilmember Place 3 Stout, Councilmember Place 4 McDonald

7. Consider and take appropriate action on proposals for Monument Signage at City Hall and City Library

Designs for signage to be located at City Hall and the Library were shown to Council. These signs are a combination of a message board, lighting and stone and would be movable in the event locations change in the future. Hotel Occupancy Tax dollars can be spent on the signs.

Motion to authorize the City Manager to negotiate and execute agreements to construct monument signs at City Hall and the Library, up to \$250,000.

Motion made by Councilmember Place 4 McDonald, Seconded by Councilmember Place 2 Houck.

Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Councilmember Place 3 Stout, Councilmember Place 4 McDonald

8. Consider and take appropriate action on Resolution No. 2025-054

Authorizing Kimley Horn to perform engineering services for Lubbock sewer interconnect.

Motion to table to the December 15, 2025 meeting.

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Motion made by Councilmember Place 4 McDonald, Seconded by Councilmember Place 3 Stout.

Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Councilmember Place 3 Stout, Councilmember Place 4 McDonald

9. Consider and take appropriate action on presentation of recommendations from Traffic Impact Analysis for the United development

City Manager Randy Criswell presented the complete Traffic Impact Analysis performed by Kimley Horn on the United Development property. A TIA looks at the traffic impacts of development and future development including traffic counts and level of service measured on an A-F scale. There were 4 recommendations made by engineers

Drive #1 will predominantly be a truck entrance and not for customers and no recommendations were made.

Drive #2 could become a main entrance into the development and engineers recommend a dedicated right lane on north bound Cambridge Ave

Drive #3's recommendation is a dedicated right turn lane west bound on Donald Preston Drive at Cambridge Ave. Drainage and numerous underground utilities are in this location making this a difficult project.

Recommendations for drive #4 adds a drive approximately 200 ft east of the current C-store entrance and includes a dedicated right-turn lane for west bound traffic

Final recommendation is an acceleration lane at Alcove Ave onto Marsha Sharp Freeway access road.

The City Manager concurs with the recommendation for Drive #4. This includes a new access to the development farther east along Donald Preston Drive and a dedicated right turn lane.

Estimated cost is \$106,000 to be added to the already scheduled rehabilitation of Donald Preston Drive and paid from Certificate of Obligation 2025 issue.

United is on board to help the City facilitate this additional right turn lane in regards to right of way, drainage etc.

Councilmember Houck is supportive of option 4 and thinks the right turn lane will be helpful now and in the future for west bound traffic. He also believes option 3 will become a more used entrance than option 2

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Councilmember Stout agrees that entrance 4 will be the most used.

Councilmember McDonald thinks a right turn lane will also help with Bennett Elementary traffic.

Motion to accept the TIA as presented and have construction of a right turn lane at drive #4 dedicated to the 2025 CO project.

Motion made by Councilmember Place 4 McDonald, Seconded by Councilmember Place 2 Houck.

Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Councilmember Place 3 Stout, Councilmember Place 4 McDonald

10. Consider and take appropriate action on Capital Improvements Plan progress update from City Manager

City Manager Randy Criswell presented a progress report on the CIP over the last 2 years. All projects on the initial \$12.5 million phase one CIP are either complete or under construction.

Elevated Storage Tank is 500,000 gallons with an original budget of \$6.5 million. That project is \$1 million under budget and remains on schedule to be in-service by February.

The EST Distribution line project had an original budget of \$1.5 million. That project is complete and had a \$222,657 budget surplus.

Lubbock North Interconnect is \$1 million over budget with actual cost of \$3.1 million.

Remaining items include site work and fencing and commissioning of the tank. Tank will come online on June 1, 2026

Loop 88 East is ready for water. Budget of \$1 million with actual cost of \$1.3 million. Pump station is complete.

EDR #2 design is complete and submitted to TCEQ and is on budget. Construction of the project itself will be deferred as long as possible.

Harvest wells are online and Overlook wells are close to complete and under the TCEQ approval process. Both projects are on budget.

Total budget for Phase One should finish just under budget and has a substantial amount of interest income as well. Phase 2 projects total \$2 million and fund balance from Phase One may

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be used to partially fund that phase. Phase Three currently has an \$18.37 million budget and includes Loop 88 North projects, and an EDR #1 Pump Station and 12inch transmission line.

At this time, the City is ahead of the needed water for a significant amount of time into the future.

The Council took no action.

11. Consider and take appropriate action on 2026 City Council Calendar

Motion to only have 1st Monday meetings in January and February 2026.

Motion made by Councilmember Place 4 McDonald, Seconded by Councilmember Place 2 Houck.

Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Councilmember Place 3 Stout, Councilmember Place 4 McDonald

**COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS**

**ADJOURN**

Motion to adjourn at 7:14 PM

Motion made by Councilmember Place 4 McDonald, Seconded by Councilmember Place 1 Cooper.

Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Councilmember Place 3 Stout, Councilmember Place 4 McDonald

**PASSED AND APPROVED THIS 15TH DAY OF DECEMBER 2025**

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Charles Addington, II, Mayor  
City of Wolforth, Texas

ATTEST:

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Terri Robinette, City Secretary