



# CITY COUNCIL MEETING

February 03, 2025 at 6:00 PM

Wolfforth City Hall - 302 Main Street Wolfforth, TX

## MINUTES

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### **CALL MEETING TO ORDER**

The Meeting was called to order by Mayor Addington at 6:00 PM.

### **INVOCATION - Councilmember Place 2 Houck**

### **PLEDGE OF ALLEGIANCE - Mayor Addington**

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

#### **PRESENT**

Mayor Charles Addington

Councilmember Place 1 David Cooper

Councilmember Place 2 Wesley Houck

Mayor Pro Tem Doug Hutcheson

Councilmember Place 4 Charlotte McDonald

Councilmember Place 5 Austin Brashier

### **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.

*(unapproved draft)*

## **RECOGNITION AND PROCLAMATIONS**

1. Recognize 2024 Harvest Queen Aaliyah Saenz

2024 Harvest Queen Aaliyah Saenz was recognized by the City Council. Aaliyah is a Senior at Frenship High School and was the recipient of a \$750 Harvest Queen Scholarship.

## **CONSENT AGENDA**

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 the consent agenda.

Motion made by Mayor Pro Tem Hutcheson, Seconded by Councilmember Place 1 Cooper.

Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Mayor Pro Tem Hutcheson, Councilmember Place 4 McDonald, Councilmember Place 5 Brashier

2. Consider and take appropriate action on City Council Meeting minutes from January 6, 2025
3. Consider and take appropriate action on December 2024 departmental reports
4. Consider and take appropriate action on Resolution 2025-003

A RESOLUTION OF THE CITY OF WOLFFORTH, TEXAS, APPROVING THE INVESTMENT PORTFOLIO SUMMARY FOR THE QUARTER ENDED DECEMBER 31, 2024 AND PROVIDING AN EFFECTIVE DATE.

5. Consider and take appropriate action on 2025 City Holiday Calendar
6. Consider and take appropriate action on Ordinance 2025-001

AN ORDINANCE OF THE CITY COUNCIL OF WOLFFORTH, TEXAS, CALLING A GENERAL ELECTION TO BE HELD ON MAY 3, 2025, FOR THE PURPOSE OF ELECTING THREE COUNCILMEMBERS; MAKING PROVISION FOR THE CONDUCT OF SUCH ELECTION ACCORDING TO APPLICABLE PROVISIONS OF LAW; PROVIDING FOR EXECUTION OF AN APPROPRIATE ELECTIONS ORDER AND NOTICE HEREFTER; AND OTHER PROVISIONS INCIDENT TO AND RELATED TO THE PURPOSE HEREOF.

7. Consider and take appropriate action on Resolution 2025-004

*(unapproved draft)*

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS,  
AUTHORIZING EXECUTION OF A CONTRACT FOR ELECTION SERVICES WITH  
LUBBOCK COUNTY FOR ELECTIONS HELD THROUGH SEPTEMBER 30, 2025.

8. Consider and take appropriate action on Payment Request #1 from Landmark Structures for the Alcove EST Construction
9. Consider and take appropriate action on Payment Request #2 from Landmark Structures for the Alcove EST Construction
10. Consider and take appropriate action on Payment Request #2 from UCA for the 12" EST Distribution line install.
11. Consider and take appropriate action on approval of payment to Daco Fire Equipment, Inc for 2024 Ford F-450 Ambulance Chassis

**REGULAR SESSION**

12. Announcement concerning Wolfforth Police Chief

Currently Rick Scott is serving a dual role as Assistant City Manager/Police Chief. The fiscal year 2025 budget includes a transition in that role. Rick Scott will retire as a peace officer effective February 28. He will continue in a full-time role as Assistant City Manager. Current Assistant Police Chief Patrick Austin has been named as the next Police Chief of the City of Wolfforth and will take over those duties effective March 1.

13. Consider and take appropriate action on report from Fire Chief on completion of full-time implementation

Fire Chief Lance Barrett recognized the fully staffed, full time Fire Department personnel and outlined the hiring process along with the training for new employees which includes Blue Card training and Paramedic school among others.

14. Consider and take appropriate action on increase in contribution rate for Texas Emergency Services Retirement System for eligible first responders

Fire Chief Lance Barrett is proposing an increase in the TESRS contribution rate for Volunteer Fire Department members from \$36 per man per month to \$100 per man per month. TESRS is a state sponsored pension system that requires 15 years of service and 55 years of age to receive benefits.

*(unapproved draft)*

Motion to approve an increase in contribution rate to \$100 per man per month with a max of 10 personnel.

Motion made by Mayor Pro Tem Hutcheson, Seconded by Councilmember Place 5 Brashier.

Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Mayor Pro Tem Hutcheson, Councilmember Place 4 McDonald, Councilmember Place 5 Brashier

15. Consider and take appropriate action on Resolution 2025-005

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS  
APPROVING THE SUBMISSION OF A GRANT APPLICATION FOR THE BUREAU OF  
JUSTICE EDWARD BYRNE MEMORIAL JAG GRANT TO THE OFFICE OF THE  
GOVERNOR; AND PROVIDING AN EFFECTIVE DATE

The Wolfforth Police Department is asking for support in the application for a JAG grant for Fiscal Year 2026 which would assist in the cost of salaries for 3 officers for one year along with equipment and vehicles. Fiscal Year 2026 budget would need to account for the cost of benefits for those new position. The City would then budget for Fiscal Year 2027 to include full salaries and benefits for the new positions.

Motion to approve Resolution 2025-005

Motion made by Councilmember Place 4 McDonald, Seconded by Councilmember Place 5 Brashier.

Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Mayor Pro Tem Hutcheson, Councilmember Place 4 McDonald, Councilmember Place 5 Brashier

16. Consider and take appropriate action on discussion pertaining to the Tax Increment Reinvestment Zone (TIRZ) including possible boundary changes and board appointments

A Tax Increment Reinvestment Zone does exist in Wolfforth as an economic development tool. A TIRZ is used to spur development in areas that are under-developed or necessitate re-development. Current boundary includes residential development, completely developed areas and some un-developed areas. It is the belief of staff that the Wolfforth TIRZ should not include any residential development but focus on Main Street and the area along Hwy 62 and those commercial locations along Donald Preston Drive to incentivize commercial development.

*(unapproved draft)*

Council supports the TIRZ Board beginning the process on boundary changes to focus on commercial areas and growth.

The current TIRZ Board has one vacancy. The TIRZ Board could combine with the EDC to serve as a cohesive board. That process would necessitate naming two current TIRZ Board members as alternates to the EDC Board.

For the time being, the TIRZ Board does need one appointment, and staff has received one application from Jonathan Singer.

Motion to appoint Jonathan Singer to the TIRZ #1 Board

Motion made by Mayor Pro Tem Hutcheson, Seconded by Councilmember Place 4 McDonald.  
Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Mayor Pro Tem Hutcheson, Councilmember Place 4 McDonald, Councilmember Place 5 Brashier

17. Consider and take appropriate action on appointments to Zoning Board of Adjustment.

Currently the Zoning Board of Adjustment has three vacant positions.

Jeff Sweat has completed an application for a position on the Board of Adjustment. Staff has also interviewed Patricia Teck.

Motion to appoint Jeff Sweat and Patricia Tech to the Board of Adjustment and Jonathan Singer to the Planning and Zoning Commission.

Motion made by Councilmember Place 4 McDonald, Seconded by Mayor Pro Tem Hutcheson.  
Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Mayor Pro Tem Hutcheson, Councilmember Place 4 McDonald, Councilmember Place 5 Brashier

18. Consider and take appropriate action on presentation and recommendation regarding solid waste proposals

City Manager Randy Criswell reviewed the process for the Request for Proposal for Solid Waste Services. The current contract with Republic Services is dated in 2011 and expires April 30, 2025.

The City received proposals from the following: Caprock Waste, Republic Services and South Plains Waste. The scoring committee independently scored the proposals and then the top scoring submission, South Plains Waste, went through an interview with Staff.

*(unapproved draft)*

Staff recommends the selection of South Plains Waste. Council instructed staff to bring back a plan for a bulky drop off site in March. More discussion on construction roll-offs to come in April.

19. Consider and take appropriate action on Resolution No. 2025-006

A RESOLUTION OF THE CITY OF WOLFFORTH, TEXAS, AWARDED A SOLID WASTE COLLECTION SERVICES CONTRACT TO SOUTH PLAINS WASTE SERVICE, LLC AND AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE ALL AGREEMENTS NECESSARY TO IMPLEMENT THE CONTRACT.

Motion to approve Resolution No. 2025-006

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

Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Mayor Pro Tem Hutcheson, Councilmember Place 4 McDonald, Councilmember Place 5 Brashier

20. Consider and take appropriate action on Ordinance 2025-002

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 13 UTILITIES ARTICLE 13.05 WATER AND SEWER DIVISION 1 DEPOSITS AND ARTICLE 13.09 WATER ACCOUNTS AND BILLING; SETTING UTILITY DEPOSIT AMOUNTS; ESTABLISHING THE OWNER OF A PREMISES AS THE RESPONSIBLE PARTY; PROVIDING OF THE REPEAL OF ORDINANCES IN CONFLICT HEREIN; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Ordinance 2025-002

Motion made by Councilmember Place 5 Brashier, Seconded by Mayor Pro Tem Hutcheson.

Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Mayor Pro Tem Hutcheson, Councilmember Place 4 McDonald, Councilmember Place 5 Brashier

21. Consider and take appropriate action on committee recommendation for elevated storage tank graphics.

Motion to accept the committees amended recommendation on the graphics for the Alcove Elevated Storage Tank

*(unapproved draft)*

Motion made by Mayor Pro Tem Hutcheson, Seconded by Councilmember Place 4 McDonald.

Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Mayor Pro Tem Hutcheson, Councilmember Place 4 McDonald, Councilmember Place 5 Brashier

## **ADJOURN**

Motion to adjourn at 6:47 PM

Motion made by Councilmember Place 4 McDonald, Seconded by Mayor Pro Tem Hutcheson.

Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Mayor Pro Tem Hutcheson, Councilmember Place 4 McDonald, Councilmember Place 5 Brashier

**PASSED AND APPROVED THIS THE 3RD DAY OF MARCH 2025**

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Charles Addington, II, Mayor  
City of Wolforth, Texas

ATTEST:

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Terri Robinette, City Secretary