

(unapproved draft)



# CITY COUNCIL MEETING

August 19, 2024 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 by Mayor Addington at 6:00 PM.

### INVOCATION

### PLEDGE OF ALLEGIANCE

### 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.

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There were no public comments.

## **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 remove the following from the Consent Agenda.

2. Consider and take appropriate action on July 2024 departmental reports

Councilmember Houck had questions regarding the EDC monthly report, specifically the business improvement grant program

Motion to approve July 2024 departmental reports

Motion made by Mayor Pro Tem Hutcheson, Seconded by Councilmember Place 2 Houck.

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

5. Consider and take appropriate action on the use of Hotel Occupancy Tax funds for the purchase of a stage to support public arts and festival events associated with the City of Wolfforth.

Councilmember McDonald wants the stage to be handicap accessible with a ramp.

Councilmember Hutcheson would like to see the purchase of a trailer for transportation and storage of the stage.

Motion to purchase a stage in the amount of \$9650 and staff to explore cost of trailer for storage and transport.

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

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

6. Consider and take appropriate action on Resolution 2024-027

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS  
APPROVING AN INTERLOCAL AGREEMENT WITH LUBBOCK COUNTY, TEXAS  
FOR FIRE SUPPRESSION AND RESCUE SERVICES; AND PROVIDING AN EFFECTIVE  
DATE

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Councilmember Houck asked for more information on how the per-call rate is set by Lubbock County and the historical trend of those rates.

Motion to approve Resolution 2024-027

Motion made by Mayor Pro Tem Hutcheson, Seconded by Councilmember Place 2 Houck.

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

#### **CONSENT AGENDA ITEMS 1, 3, AND 4**

1. Consider and take appropriate action on minutes from August 5, 2024 City Council Meeting
3. Consider and take appropriate action on Pay Request No. 3 from UCA for Wolfforth Disinfection System Improvements Phase 2
4. Consider and take appropriate action on Resolution 2024-026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS APPROVING A PAYMENT AGREEMENT WITH PRESTON MANOR MANAGEMENT, LLC FOR THE REIMBURSEMENT OF EXPENSES; AND PROVIDING AN EFFECTIVE DATE

Motion to approve consent agenda items #1, #3, #4.

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

#### **REGULAR SESSION**

7. PUBLIC HEARING: Consider and take appropriate action on a public hearing concerning Public Improvement District #3 (Harvest Subdivision) Proposed Assessments

*A public hearing is held by the governing body in order for the public to hear the facts and offer their opinions. The governing body is not obligated to engage in dialogue with those present.*

Open public hearing at 6:17 PM

There were no public comments

Close public hearing at 6:19 PM

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8. Consider and take appropriate action on Ordinance 2024-017

AN ORDINANCE OF THE CITY COUNCIL OF WOLFFORTH, TEXAS, LEVYING AN ASSESSMENT AGAINST YEAR 2024 ASSESSMENT ROLL ON PROPERTIES WITHIN THE CITY OF WOLFFORTH PUBLIC IMPROVEMENT DISTRICT NUMBER THREE (HARVEST SUBDIVISION); AND MAKING CERTAIN FINDINGS RELATED THERETO

Motion to approve Ordinance 2024-017

Motion made by Councilmember Place 5 Brashier, 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

9. Consider and take appropriate action on Ordinance 2024-018 approving a negotiated settlement with Atmos West Texas and Atmos Energy Corp, West Texas Division regarding 2024 RRM filing.

Motion to approve Ordinance 2024-018

Motion made by Mayor Pro Tem Hutcheson, Seconded by Councilmember Place 2 Houck.

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

10. Consider and take appropriate action on Resolution 2024-028

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS AUTHORIZING A CREDIT CARD AGREEMENT WITH CITY BANK TEXAS FOR PURCHASING AND FLEET CARD SERVICES; AND PROVIDING AN EFFECTIVE DATE

Motion to approve Resolution 2024-028

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

11. Consider and take appropriate action on Wolfforth Fire EMS implementation

Chief Lance Barrett gave a report on temporary barracks for fire department housing. The barracks are not as advertised when viewed in person. Chief has looked at mobile homes as a better option. Zoning would have to be changed for City-owned property and a change to allow

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mobile homes as those are currently not allowed in this area. Utility connections would need to be found.

Motion to place a deposit of \$1,000 on the purchase of a mobile home for temp fire and move forward with any necessary zoning change and extension of utilities.

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

12. Consider and take appropriate action on report on the Resilient Communities Program Grant.

Director of Development Tara Tomlinson notified the Council of the City receiving a Resilient Communities grant in the amount of \$240,000 to be used for the creation of a new City Comprehensive Plan. Contracts will be forthcoming.

Staff directed to start an application process for members of the comp plan and provide information on the website.

13. Consider and take appropriate action on demonstration of TextMyGov

There was no action taken.

14. Consider and take appropriate action on final plat The Overlook, Lots 342-A through 389-A, a replat of lots 342 through 390 of the Overlook, Lots 179-390.

Motion to approve Overlook 2B Replat lot 342A thru 389A

Motion made by Councilmember Place 5 Brashier, 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

15. Consider and take appropriate action on budget workshop for Fiscal Year 2025 Annual Budget.

City Manager Randy Criswell presented the Council with the final, draft budget. The budget is currently balanced in all funds. Total budget of \$20,236,785. General Fund \$9,596,774, Utility Fund \$7,230,250, Sanitation Fund \$1,087,800, Debt Service Fund \$1,184,711, PID #2 \$487,250 and EDC \$650,000.

Proposed tax rate in this budget is \$0.779979/\$100 valuation. Debt rate \$0.149722 and O&M rate is \$0.630257

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Anticipated debt includes a new issue of a \$2mil tax note for the purchase of a fire engine, ambulance, four new police vehicles and an outdoor warning system in the Harvest Subdivision.

16. PUBLIC HEARING: Conduct a public hearing on Fiscal Year 2024-2025 annual budget and property tax rate of \$0.779979 for FY 2025

*A public hearing is held by the governing body in order for the public to hear the facts and offer their opinions. The governing body is not obligated to engage in dialogue with those present.*

Mayor Addington opened the public hearing on the proposed tax rate of 0.779979 and the Fiscal year 2025 annual budget at 7:18 PM.

There were no public comments. Ordinances to adopt the tax rate and budget will be considered at the August 26<sup>th</sup> City Council meeting.

The public hearing was closed at 7:19 PM.

17. Consider and take appropriate action on Resolution No. 2024-029, a resolution directing publication of a notice of intention to issue up to \$14 million in Certificates of Obligation for water system improvements.

Paul Jasin with Specialized Public Finance presented to the City Council information regarding the issuance of certificates of obligation not to exceed \$14 million. As per City Manager Randy Criswell, these funds will be used for various capital improvements including an elevated storage tank, a Lubbock water north connection site, Loop 88 East connection construction and acquisition of Harvest and Overlook irrigation wells. Another issuance will come in 2025 and 2026 to complete the following projects: Water Distribution pipe project, EDR Plant Construction, Loop 88 North water design project.

Paul Jasin gave a timeline to Council on how the certificate of obligation must be issued. A public hearing must be called and advertised in the newspaper on Thursday, August 22 and Thursday, August 29 and on the website. Closing of the CO and funds will be in hand by October 30, 2024

Motion to approve Resolution 2024-029

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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

## **EXECUTIVE SESSION**

In accordance with Texas Government Code, section 551-001, et seq., the City Council will recess into executive session (closed meeting) to discuss the following:

The City Council convened into executive session at 7:37 PM

18. 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 the position of the governmental body in negotiations with a third person.
19. 551.087 Deliberations Regarding Economic Development Negotiations: 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 to deliberate the offer of financial or other incentive to a business prospect.

## **RECONVENE INTO OPEN SESSION**

In accordance with Texas Government Code, chapter 551, the City Council will reconvene into regular session to consider action, if any, on matters discussed in executive session.

The City Council reconvened into open session at 8:04 PM. There was no action taken resulting from Executive session.

20. PUBLIC HEARING: Consider and take appropriate action on public hearing on a proposed economic development project to purchase property on major roads within the city of Wolfforth to promote new or expanded business development.

*A public hearing is held by the governing body in order for the public to hear the facts and offer their opinions. The governing body is not obligated to engage in dialogue with those present.*

Public Hearing was opened at 8:04 PM

There were no public comments

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Public hearing closed at 8:05 PM

**COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS**

Discussion of Councilmember handbook - Brashier

City Attorney contract – Hutcheson

Recognition of Lilley family - McDonald

Summary of fees and tax increases - Houck

**ADJOURN**

Motion to adjourn at 8:10 PM.

Motion made by Councilmember Place 1 Cooper, 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 16TH DAY OF SEPTEMBER, 2024.**

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Charles Addington, II, Mayor  
City of Wolfforth, Texas

ATTEST:

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Terri Robinette, City Secretary