



# **ECONOMIC DEVELOPMENT CORPORATION MEETING**

**April 07, 2026 at 11:30 AM**

**Wolfforth City Hall - 302 Main Street Wolfforth, TX**

## **AGENDA**

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### **CALL MEETING TO ORDER**

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

### **CITIZEN ENGAGEMENT**

This is an opportunity for the public to address the Economic Development Corporation 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 Economic Development Corporation with civility that is conducive to appropriate public discussion. Speakers can address only the Economic Development Corporation and not individual city officials or employees. The public cannot speak from the gallery but only from the designated speaker location.

### **CONSENT AGENDA**

Items considered to be routine are enacted by one motion without separate discussion. If the members of the board desire to discuss an item, the item is removed from the Consent Agenda and considered separately.

- 1.** Consider and take appropriate action on March 30, 2026, minutes.
- 2.** Consider and take appropriate action on March 31, 2026 joint comprehensive plan meeting minutes.
- 3.** Consider and take appropriate action on February 2026 financials.

### **ITEMS FOR INDIVIDUAL CONSIDERATION**

4. Consider and take appropriate action on public hearing on expenditure of funds by the WEDC for building improvements at 8111 Patel Dr. Wolfforth, Texas.
5. Consider and take appropriate action on mixed use development ordinance.
6. Consider and take appropriate action on October and November meeting dates.
7. Consider and take appropriate action on budget committee members.

## **EXECUTIVE SESSION**

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

a.551.072 Deliberations about Real Property: to deliberate the purchase, exchange, lease or value of real property.

b. 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 Economic Development Corporation will reconvene into regular session to consider action, if any, on matters discussed in executive session.

## **ADJOURN**

In accordance with the Americans with Disability Act any person with a disability requiring reasonable accommodation to participate in this meeting should call the City Secretary at 806-855-4120 or send written request to P.O. Box 36 Wolfforth Texas 79382 at least 48 hours in advance of the meeting date.

Certification

I, the undersigned authority do hereby certify that the Notice of Meeting was posted at City Hall of the City of Wolfforth, Texas was posted on April 1, 2026, at 5:00 p.m.

/s/ Danielle Sweat, Economic Development Director



# ECONOMIC DEVELOPMENT CORPORATION MEETING

March 30, 2026 at 11:00 AM

Wolfforth City Hall - 302 Main Street Wolfforth, TX

## MINUTES

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

Present: Tyler Zalmanzig, Russell Thomasson, Randy Criswell, Joel Robinett, Shawn Vinson, Paula Sexton

David Petr (Marketing Alliance)

### **CITIZEN ENGAGEMENT**

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### **CONSENT AGENDA**

Items considered to be routine are enacted by one motion without separate discussion. If the members of the board desire to discuss an item, the item is removed from the Consent Agenda and considered separately.

### **ITEMS FOR INDIVIDUAL CONSIDERATION**

1. Consider and take appropriate action on March 3, 2026, minutes.

A motion was made by Shawn Vinson and seconded by Tyler Zalmanzig to approve the March 3, 2026 minutes. This motion passed unanimously.

2. Consider and take appropriate action on strategic planning workshop.

The board entered into executive session 11:13AM.

The board reconvened into open session at 12:59.

**ADJOURN**

In accordance with the Americans with Disability Act any person with a disability requiring reasonable accommodation to participate in this meeting should call the City Secretary at 806-855-4120 or send written request to P.O. Box 36 Wolfforth Texas 79382 at least 48 hours in advance of the meeting date.

**Certification**

I, the undersigned authority do hereby certify that the Notice of Meeting was posted at City Hall of the City of Wolfforth, Texas was posted on March 24, 202 at 5:00 p.m.

/s/ Danielle Sweat, Economic Development Director

Joel Robinett, Board Chair



# ECONOMIC DEVELOPMENT CORPORATION MEETING

March 31, 2026 at 12:00 PM

Wolfforth City Hall - 302 Main Street Wolfforth, TX

## MINUTES

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### **CALL MEETING TO ORDER**

Meeting was called to order by Shawn Vinson at 12:01 PM.

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

In attendance:

Shawn Vinson

Russell Thomasson

Glen Frick

### **CITIZEN ENGAGEMENT**

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### **ITEMS FOR INDIVIDUAL CONSIDERATION**

1. Consider and take appropriate action on workshop for Comprehensive Plan, to be held as a joint meeting with City Council, EDC Board of Directors and Planning and Zoning Commission.

Consider and take appropriate action on workshop for Comprehensive Plan, to be held as a joint meeting with EDC Board of Directors and Planning and Zoning Commission.

Kimley Horn staff presented an update on the Comprehensive Plan process and discussed the following with those present: Action items and priorities, Future Land Use Map

Next steps:

Draft available by mid-April

Public Comment period will begin in May

Adoption with Public Hearing around mid-June

No action was taken.

**ADJOURN**

Meeting was adjourned at 1:07 PM.

In accordance with the Americans with Disability Act any person with a disability requiring reasonable accommodation to participate in this meeting should call the City Secretary at 806-855-4120 or send written request to P.O. Box 36 Wolfforth Texas 79382 at least 48 hours in advance of the meeting date.

**Certification**

I, the undersigned authority do hereby certify that the Notice of Meeting was posted at City Hall of the City of Wolfforth, Texas was posted on March 24, 2026 at 5:00 p.m.

Danielle Sweat, Economic Development Director

Shawn Vinson, Vice Chair



Account	Name	Balance
<b>Fund: 07 - Economic Development Corporation</b>		
<b>Assets</b>		
<a href="#">07-000-01100-000</a>	Cash in Bank	56,587.79
<a href="#">07-000-01104-000</a>	Cash in TexPool Prime EDC	1,555,905.41
<a href="#">07-000-01375-001</a>	Notes Receivable	21,643.57
<a href="#">07-000-01376-000</a>	N/R-Potential Forgiveness	26,867.79
<a href="#">07-000-01550-000</a>	Prepaid insurance	1,094.93
	<b>Total Assets:</b>	<b>1,662,099.49</b>
		<b><u>1,662,099.49</u></b>
<b>Liability</b>		
<a href="#">07-000-02101-000</a>	Accounts Payable Pending	1,855.25
<a href="#">07-000-02180-000</a>	Customer Deposit	5,000.00
	<b>Total Liability:</b>	<b>6,855.25</b>
<b>Equity</b>		
<a href="#">07-000-02410-000</a>	Fund Balance	1,553,189.53
	<b>Total Beginning Equity:</b>	<b>1,553,189.53</b>
Total Revenue		244,090.96
Total Expense		142,036.25
<b>Revenues Over/Under Expenses</b>		<b>102,054.71</b>
	<b>Total Equity and Current Surplus (Deficit):</b>	<b>1,655,244.24</b>
	<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>	<b><u>1,662,099.49</u></b>



		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 07 - Economic Development Corporation</b>							
<b>Revenue</b>							
<a href="#">07-000-31300-000</a>	EDC Sales Tax	725,000.00	725,000.00	85,207.23	221,642.57	-503,357.43	30.57 %
<a href="#">07-000-36110-000</a>	Interest income	50,000.00	50,000.00	4,312.08	22,448.39	-27,551.61	44.90 %
	<b>Revenue Total:</b>	<b>775,000.00</b>	<b>775,000.00</b>	<b>89,519.31</b>	<b>244,090.96</b>	<b>-530,909.04</b>	<b>31.50%</b>
<b>Expense</b>							
<b>ExpenseCategory: 42 - Supplies</b>							
<a href="#">07-752-42010-000</a>	Office Supplies & Expense	250.00	250.00	0.00	234.52	15.48	93.81 %
<a href="#">07-752-42115-000</a>	Apparel	0.00	0.00	0.00	50.90	-50.90	0.00 %
<a href="#">07-752-42192-000</a>	Meeting Expense	3,000.00	3,000.00	190.67	1,328.48	1,671.52	44.28 %
<a href="#">07-752-42195-000</a>	Special Events and Awards	18,000.00	18,000.00	0.00	0.00	18,000.00	0.00 %
	<b>ExpenseCategory: 42 - Supplies Total:</b>	<b>21,250.00</b>	<b>21,250.00</b>	<b>190.67</b>	<b>1,613.90</b>	<b>19,636.10</b>	<b>7.59%</b>
<b>ExpenseCategory: 43 - Services</b>							
<a href="#">07-752-43101-000</a>	Legal services	6,500.00	6,500.00	702.00	2,782.00	3,718.00	42.80 %
<a href="#">07-752-43117-000</a>	Traffic Impact Analysis	0.00	0.00	0.00	6,925.00	-6,925.00	0.00 %
<a href="#">07-752-43140-000</a>	Legal Publications	1,600.00	1,600.00	0.00	324.00	1,276.00	20.25 %
<a href="#">07-752-43150-000</a>	Marketing	72,500.00	72,500.00	2,295.00	12,081.00	60,419.00	16.66 %
<a href="#">07-752-43150-001</a>	Marketing - Social Media	0.00	0.00	503.36	2,240.90	-2,240.90	0.00 %
<a href="#">07-752-43151-000</a>	Customer Appreciation	5,000.00	5,000.00	43.29	576.14	4,423.86	11.52 %
<a href="#">07-752-43195-000</a>	Electricity/Gas/Phone	0.00	0.00	0.00	41.12	-41.12	0.00 %
<a href="#">07-752-43230-000</a>	R & M Grounds	14,000.00	14,000.00	656.65	656.65	13,343.35	4.69 %
<a href="#">07-752-43320-000</a>	Postage/Freight	50.00	50.00	0.00	0.00	50.00	0.00 %
<a href="#">07-752-43401-000</a>	Travel/Training/Conferences	25,000.00	25,000.00	6,475.54	15,667.37	9,332.63	62.67 %
<a href="#">07-752-43501-000</a>	Memberships	6,500.00	6,500.00	0.00	3,950.00	2,550.00	60.77 %
<a href="#">07-752-43505-000</a>	Fees and Charges	1,200.00	1,200.00	21.28	356.40	843.60	29.70 %
<a href="#">07-752-43900-000</a>	Contract Services	152,000.00	152,000.00	5,850.00	53,881.67	98,118.33	35.45 %
<a href="#">07-752-43905-000</a>	EDC Administration Reimbursemen	0.00	0.00	7,539.54	39,440.10	-39,440.10	0.00 %
	<b>ExpenseCategory: 43 - Services Total:</b>	<b>284,350.00</b>	<b>284,350.00</b>	<b>24,086.66</b>	<b>138,922.35</b>	<b>145,427.65</b>	<b>48.86%</b>
<b>ExpenseCategory: 44 - Operating Expense</b>							
<a href="#">07-752-44001-000</a>	Business Support	379,400.00	379,400.00	0.00	0.00	379,400.00	0.00 %
<a href="#">07-752-44001-001</a>	Business Improvement Grant	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00 %
<a href="#">07-752-44001-002</a>	Business Marketing Grant	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
<a href="#">07-752-44002-000</a>	Sponsorships	20,000.00	20,000.00	0.00	1,500.00	18,500.00	7.50 %
	<b>ExpenseCategory: 44 - Operating Expense Total:</b>	<b>469,400.00</b>	<b>469,400.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>467,900.00</b>	<b>0.32%</b>
	<b>Expense Total:</b>	<b>775,000.00</b>	<b>775,000.00</b>	<b>24,277.33</b>	<b>142,036.25</b>	<b>632,963.75</b>	<b>18.33%</b>
<b>Fund: 07 - Economic Development Corporation Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>65,241.98</b>	<b>102,054.71</b>	<b>102,054.71</b>	<b>0.00%</b>
<b>Report Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>65,241.98</b>	<b>102,054.71</b>	<b>102,054.71</b>	<b>0.00%</b>

## Group Summary

ExpenseCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 07 - Economic Development Corporation</b>						
<b>Revenue</b>						
	775,000.00	775,000.00	89,519.31	244,090.96	-530,909.04	31.50%
<b>Revenue Total:</b>	<b>775,000.00</b>	<b>775,000.00</b>	<b>89,519.31</b>	<b>244,090.96</b>	<b>-530,909.04</b>	<b>31.50%</b>
<b>Expense</b>						
42 - Supplies	21,250.00	21,250.00	190.67	1,613.90	19,636.10	7.59%
43 - Services	284,350.00	284,350.00	24,086.66	138,922.35	145,427.65	48.86%
44 - Operating Expense	469,400.00	469,400.00	0.00	1,500.00	467,900.00	0.32%
<b>Expense Total:</b>	<b>775,000.00</b>	<b>775,000.00</b>	<b>24,277.33</b>	<b>142,036.25</b>	<b>632,963.75</b>	<b>18.33%</b>
<b>Fund: 07 - Economic Development Corporation Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>65,241.98</b>	<b>102,054.71</b>	<b>102,054.71</b>	<b>0.00%</b>
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>65,241.98</b>	<b>102,054.71</b>	<b>102,054.71</b>	<b>0.00%</b>

### Fund Summary

<b>Fund</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>Period Activity</b>	<b>Fiscal Activity</b>	<b>Variance Favorable (Unfavorable)</b>
07 - Economic Development Corp.	0.00	0.00	65,241.98	102,054.71	102,054.71
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>65,241.98</b>	<b>102,054.71</b>	<b>102,054.71</b>



City of Wolfforth

# EDC Income Statement Account Summary

Item # 3.

For Fiscal: 2025-2026 Period Ending: 02/28/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 07 - Economic Development Corporation</b>						
<b>Revenue</b>						
<a href="#">07-000-31300-000</a>	EDC Sales Tax	725,000.00	725,000.00	85,207.23	221,642.57	503,357.43
<a href="#">07-000-36110-000</a>	Interest income	50,000.00	50,000.00	4,312.08	22,448.39	27,551.61
	<b>Revenue Total:</b>	<b>775,000.00</b>	<b>775,000.00</b>	<b>89,519.31</b>	<b>244,090.96</b>	<b>530,909.04</b>
<b>Expense</b>						
<b>ExpenseCategory: 42 - Supplies</b>						
<a href="#">07-752-42010-000</a>	Office Supplies & Expense	250.00	250.00	0.00	234.52	15.48
<a href="#">07-752-42115-000</a>	Apparel	0.00	0.00	0.00	50.90	-50.90
<a href="#">07-752-42192-000</a>	Meeting Expense	3,000.00	3,000.00	190.67	1,328.48	1,671.52
<a href="#">07-752-42195-000</a>	Special Events and Awards	18,000.00	18,000.00	0.00	0.00	18,000.00
	<b>ExpenseCategory: 42 - Supplies Total:</b>	<b>21,250.00</b>	<b>21,250.00</b>	<b>190.67</b>	<b>1,613.90</b>	<b>19,636.10</b>
<b>ExpenseCategory: 43 - Services</b>						
<a href="#">07-752-43101-000</a>	Legal services	6,500.00	6,500.00	702.00	2,782.00	3,718.00
<a href="#">07-752-43117-000</a>	Traffic Impact Analysis	0.00	0.00	0.00	6,925.00	-6,925.00
<a href="#">07-752-43140-000</a>	Legal Publications	1,600.00	1,600.00	0.00	324.00	1,276.00
<a href="#">07-752-43150-000</a>	Marketing	72,500.00	72,500.00	2,295.00	12,081.00	60,419.00
<a href="#">07-752-43150-001</a>	Marketing - Social Media	0.00	0.00	503.36	2,240.90	-2,240.90
<a href="#">07-752-43151-000</a>	Customer Appreciation	5,000.00	5,000.00	43.29	576.14	4,423.86
<a href="#">07-752-43195-000</a>	Electricity/Gas/Phone	0.00	0.00	0.00	41.12	-41.12
<a href="#">07-752-43230-000</a>	R & M Grounds	14,000.00	14,000.00	656.65	656.65	13,343.35
<a href="#">07-752-43320-000</a>	Postage/Freight	50.00	50.00	0.00	0.00	50.00
<a href="#">07-752-43401-000</a>	Travel/Training/Conferences	25,000.00	25,000.00	6,475.54	15,667.37	9,332.63
<a href="#">07-752-43501-000</a>	Memberships	6,500.00	6,500.00	0.00	3,950.00	2,550.00
<a href="#">07-752-43505-000</a>	Fees and Charges	1,200.00	1,200.00	21.28	356.40	843.60
<a href="#">07-752-43900-000</a>	Contract Services	152,000.00	152,000.00	5,850.00	53,881.67	98,118.33
<a href="#">07-752-43905-000</a>	EDC Administration Reimbursement	0.00	0.00	7,539.54	39,440.10	-39,440.10
	<b>ExpenseCategory: 43 - Services Total:</b>	<b>284,350.00</b>	<b>284,350.00</b>	<b>24,086.66</b>	<b>138,922.35</b>	<b>145,427.65</b>
<b>ExpenseCategory: 44 - Operating Expense</b>						
<a href="#">07-752-44001-000</a>	Business Support	379,400.00	379,400.00	0.00	0.00	379,400.00
<a href="#">07-752-44001-001</a>	Business Improvement Grant	50,000.00	50,000.00	0.00	0.00	50,000.00
<a href="#">07-752-44001-002</a>	Business Marketing Grant	20,000.00	20,000.00	0.00	0.00	20,000.00
<a href="#">07-752-44002-000</a>	Sponsorships	20,000.00	20,000.00	0.00	1,500.00	18,500.00
	<b>ExpenseCategory: 44 - Operating Expense Total:</b>	<b>469,400.00</b>	<b>469,400.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>467,900.00</b>
	<b>Expense Total:</b>	<b>775,000.00</b>	<b>775,000.00</b>	<b>24,277.33</b>	<b>142,036.25</b>	<b>632,963.75</b>
<b>Fund: 07 - Economic Development Corporation Surplus (Deficit):</b>						
		<b>0.00</b>	<b>0.00</b>	<b>65,241.98</b>	<b>102,054.71</b>	
	<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>65,241.98</b>	<b>102,054.71</b>	

**Group Summary**

ExpenseCategory	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 07 - Economic Development Corporation</b>					
<b>Revenue</b>					
	775,000.00	775,000.00	89,519.31	244,090.96	530,909.04
<b>Revenue Total:</b>	<b>775,000.00</b>	<b>775,000.00</b>	<b>89,519.31</b>	<b>244,090.96</b>	<b>530,909.04</b>
<b>Expense</b>					
42 - Supplies	21,250.00	21,250.00	190.67	1,613.90	19,636.10
43 - Services	284,350.00	284,350.00	24,086.66	138,922.35	145,427.65
44 - Operating Expense	469,400.00	469,400.00	0.00	1,500.00	467,900.00
<b>Expense Total:</b>	<b>775,000.00</b>	<b>775,000.00</b>	<b>24,277.33</b>	<b>142,036.25</b>	<b>632,963.75</b>
<b>Fund: 07 - Economic Development Corporation Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>65,241.98</b>	<b>102,054.71</b>	<b>-102,054.71</b>
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>65,241.98</b>	<b>102,054.71</b>	

### Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
07 - Economic Development	0.00	0.00	65,241.98	102,054.71	-102,054.71
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>65,241.98</b>	<b>102,054.71</b>	



## AGENDA ITEM COMMENTARY

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<b>MEETING NAME:</b>	Economic Development Corporation
<b>MEETING DATE:</b>	April 7, 2026
<b>ITEM TITLE:</b>	Consider and take appropriate action on public hearing on expenditure of funds by the WEDC for building improvements at 8111 Patel Dr. WolfForth, Texas.
<b>STAFF INITIATOR:</b>	Danielle Sweat-EDC Director

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### BACKGROUND:

The WolfForth Economic Development Corporation (WEDC) will conduct a public hearing regarding a proposed economic development project involving building improvements located at 8111 Patel Drive. The project proposes an investment by the WEDC not to exceed \$188,000 for eligible building improvements associated with the property.

The proposed improvements are primarily electrical and HVAC related and are necessary for the business located at this address to operate at full capacity. These upgrades will allow the facility to adequately support the operational needs of the business moving forward.

As required for Type B economic development corporations, a public comment period will be held to allow citizens the opportunity to provide input regarding the proposed use of WEDC funds for this project. The public comment period will run from March 9, 2026, through May 8, 2026.

The WolfForth City Council will hold a public hearing on March 16, 2026, at 6:00 PM, and the WEDC Board of Directors will hold its public hearing on April 7, 2026, at 11:30 AM. Both hearings will take place in the Council Chambers at WolfForth City Hall, 302 Main Street.

This public hearing provides an opportunity for residents and stakeholders to offer comments or ask questions regarding the proposed project prior to consideration of any formal action by the WEDC Board.

### EXHIBITS:

### COUNCIL ACTION/STAFF RECOMMENDATION:

NOTICE OF PUBLIC HEARING - WOLFFORTH ECONOMIC DEVELOPMENT CORPORATION

The WEDC, a Texas non-profit 4B economic development corporation, will receive comments between March 9, 2026, and May 8, 2026, on a proposed economic development project not to exceed \$188,000 to fund building improvements at 8111 Patel Dr. The City Council will hold a public hearing on March 16, 2026, at 6:00PM, and the WEDC will hold a public hearing on, April 7, 2026, 11:30AM, both in the Council Chambers of Wolfforth City Hall, located at 302 Main Street, Wolf-forth, Texas 79382. Direct all comments or concerns to Wolfforth EDC, 302 Main Street, Wolfforth Texas 79382 or contact Danielle Sweat, EDC Executive Director, at 806-855-4128.



## AGENDA ITEM COMMENTARY

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<b>MEETING NAME:</b>	Economic Development Corporation
<b>MEETING DATE:</b>	April 7, 2026
<b>ITEM TITLE:</b>	Consider and take appropriate action on mixed use development ordinance.
<b>STAFF INITIATOR:</b>	Danielle Sweat-EDC Director

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### BACKGROUND:

The Wolfforth Economic Development Corporation is taking a significant and historic step forward as we move toward the creation of the City's first true downtown district. This initiative represents a long-standing vision for Wolfforth, one that has been discussed and planned for decades, and we are now in a position to bring that vision to life.

As part of this effort, the Board is being asked to review the proposed Old Town Mixed-Use District ordinance, which will serve as the foundational framework for how this future downtown will develop. This ordinance is designed to encourage a vibrant, walkable, and economically sustainable environment that blends retail, dining, office, residential, and civic uses into a cohesive destination.

The intent of the district is to create a pedestrian-oriented commercial center with integrated uses, connected by a network of streets, sidewalks, and public spaces that support vehicles, pedestrians, and bicycles alike.

Key highlights of the ordinance include:

- **Mixed-Use Flexibility:** A wide range of uses are permitted, including retail, restaurants, offices, entertainment, civic spaces, and upper-story residential, allowing for a dynamic and active environment throughout the day and evening.
- **Pedestrian-Focused Design:** Buildings are required to orient toward the street with primary entrances facing sidewalks, reinforcing a walkable, downtown feel.
- **Urban Development Standards:** Zero lot line development, minimal setbacks, and rear parking placement are intended to create a more urban streetscape and bring buildings closer to the public realm.
- **Quality Building Materials:** High standards for masonry and exterior materials ensure long-term durability and an elevated aesthetic for the district.
- **Activation of Public Spaces:** Outdoor patios, sidewalk vending, and live music allowances are incorporated to encourage activity and create a vibrant atmosphere.
- **Controlled Intensity Uses:** Drive-throughs and certain higher-intensity uses are allowed only through a Special Use Permit process to maintain the integrity of the downtown environment.

This ordinance is intended to balance flexibility for development with intentional design standards that will shape the character of Wolfforth's downtown for generations to come.

Board members are encouraged to review the document closely and provide feedback, as there is still an opportunity to refine and adjust provisions to ensure the district aligns with the community's long-term vision and goals.

**EXHIBITS:**

Mixed Use District Ordinance

**COUNCIL ACTION/STAFF RECOMMENDATION:**

**§ 14.03.016. Old Town Mixed-Use District.**

- (a) Purpose. The Old Town Mixed-Use District is intended to serve as a mixed-use community commercial center. Mutually supportive office, civic, cultural, entertainment, and residential uses are planned to enhance the viability of this mixed-use community commercial center. Multiple, complementary uses may be mixed vertically with the same building. This form of development is arranged around a connected street and sidewalk network that serves vehicle, pedestrian, and bicycle transportation.
- (b) Allowed uses. Uses in Old Town Mixed-Use District shall be generally pedestrian oriented and encourage pedestrian traffic. Any use or combination of uses otherwise authorized by these zoning regulations is allowed. Uses with drive-through lanes, which are discouraged in town center, are permitted only by special use permit. If drive-through lanes are allowed by approval, the use must be mitigated with special design features during site plan review and located at the endcaps of the building site plan.
- (c) Use table, Old Town Mixed-Use Zoning District.

Use	<b>P = Permitted</b> <b>S = Special Use Permit</b> <b>NP = Not Permitted</b>
<i>Commercial Uses</i>	
Retail sales and services-excluded are sales geared towards automobile, including gasoline service stations	P S- if includes drive-through
Banks, credit unions, real estates offices, and property management services- no drive-throughs	P*
Offices for business, professional, and technical uses such as accountants, architects, lawyers, doctors, etc.	P*
Food service uses such as full-service restaurants, cafeterias, and snack bars including cafe seating within a public or private sidewalk area with no obstruction of pedestrian circulation	P S-if includes drive-through
Art, antique, and furniture sales (retail or repair; excludes auto sales and services)	P
Farmers market	S
Veterinary clinic, completely within an enclosed building (no outdoor facilities for overnight storage of animals)	P*
Bed and breakfast establishments	S

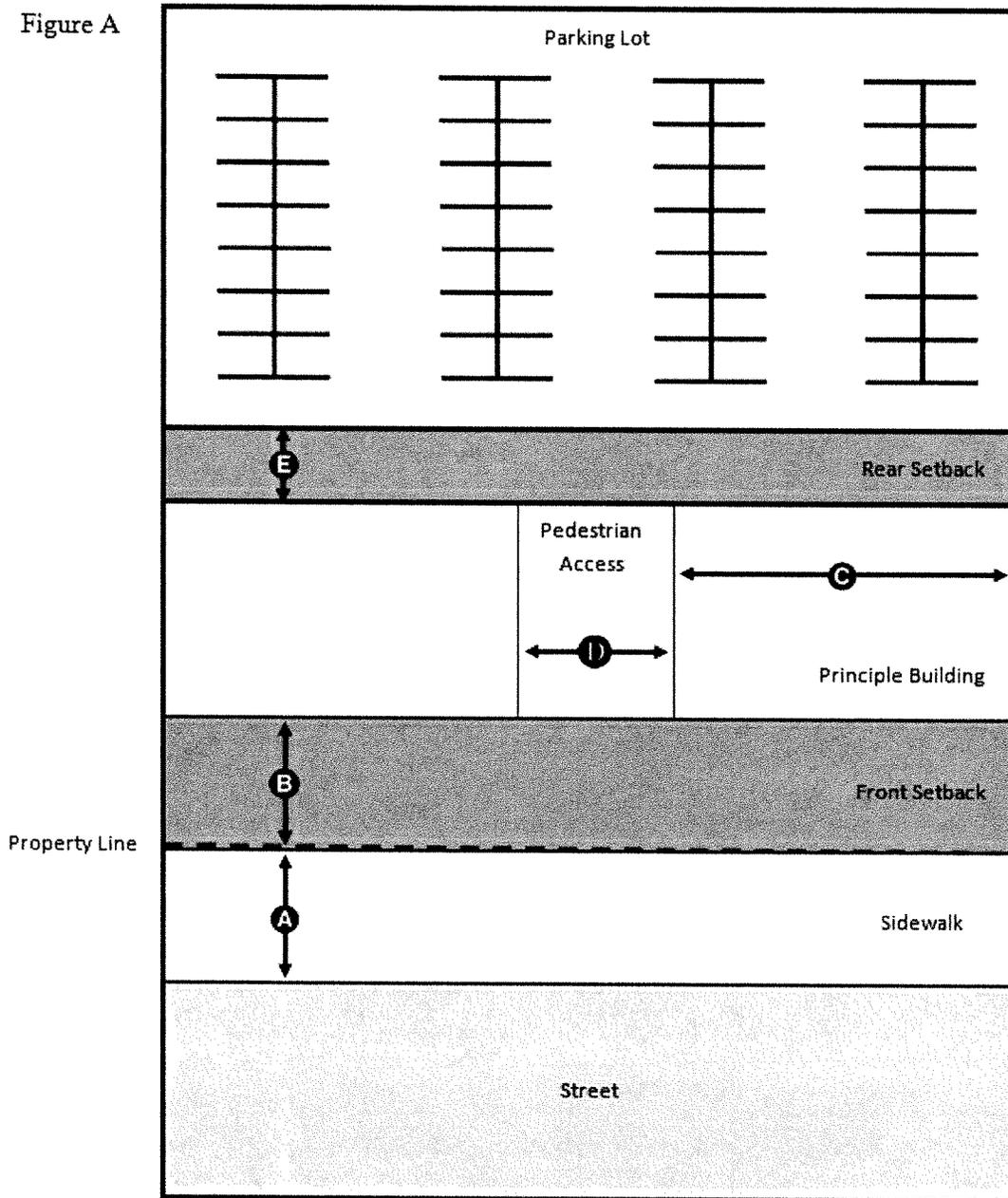
Use	<b>P = Permitted</b> <b>S = Special Use Permit</b> <b>NP = Not Permitted</b>
Full-service hotels	S
Barber, beauty shop, cosmetologist, or hairdresser	P*
Any use with on-premises alcohol sales as <u>less</u> than 50% of gross sales revenue	P
Any use with on-premises alcohol sales as <u>more</u> than 50% of gross sales revenue	S
Any use with off-premises alcohol sales at any amount	S
Tasting rooms	S
Sale of used goods	S
<i>Entertainment Uses</i>	
Theaters and cinemas	P
Museums	P*
Fitness, recreational sports, gym, or athletic club	P*
Parks, greens, plazas, squares, and playgrounds	P
Amusement, commercial (indoor)	P
Amusement, commercial (outdoor)	S
Event center/rental hall	S
<i>Institutional and Civic Uses</i>	
Religious institutions	P*
Civic uses (courthouse, city hall, and other public offices)	P*
Assisted living	S
<i>Residential Uses</i>	
Residential apartments and/or condominiums	S- for upper floors
Upper floor residential uses	S

\*

*Commercial businesses within these categories require that they are over 550 feet from a business that falls under the same use category.*

- (d) Design standards. The following minimum standards shall be required (See figure A):
- (1) Setbacks. Structures will have zero lot lines. Buildings in this zone shall comply with the following:
    - (A) Zero lot lines are those lines situated so that the roof line of a structure can be located on the side lot boundary without any setback required.
    - (B) The minimum rear setback shall be five (5) feet for a single-story structure and fifteen (15) feet for any multi-story structure.
    - (C) A concrete sidewalk shall be constructed ten (10) feet from curb in a dedicated public right-of-way.
    - (D) The minimum front setback shall be ten (10) feet from sidewalk using concrete or another approved material.
    - (E) Pedestrian access shall be placed every two hundred and fifty (250) feet at minimum that are twenty (20) feet in width that shall be constructed with concrete.
    - (F) No doors or windows shall be located on any wall located on a zero-lot line.

Figure A



Section	Area Description	Setback Requirement (Figure A)
<b>A</b>	Required Sidewalk	10'
<b>B</b>	Minimum Front Setback from property line	10'
<b>C</b>	Maximum Principle Building Width	250'
<b>D</b>	Minimum Pedestrian Access	20'
<b>E</b>	Minimum Rear Setback from Principle Building	5'- Single Story 15'- Multi-Story

- (2) Parking. All off-street parking requirements will follow the standards set forth in section **14.05.011** and must be located in the rear of the structure.
- (3) Patios. The design of the interior and immediate surroundings of a patio should adhere to the following guidelines:
  - (A) The surface area of an outdoor patio may not exceed the interior floor area of the primary licensed establishment.
  - (B) A fence or vertical barrier may be used to delineate the perimeter of the patio area.
  - (C) Perimeter fences shall not obstruct the line of sight for pedestrians and drivers.
  - (D) Patios shall be located in the front setback or on the rooftop.
- (4) Signs. All permissible signage shall be designed and follow the standards set forth in section 14.04.014.
- (5) Outside storage. No outdoor storage, except for refuse disposal, shall be permitted. Refuse disposal areas shall be landscaped or screened from view.
- (6) Live outdoor music at retail sales and service. Live outdoor music will be permissible during peak hours (defined as Sunday through Thursday from 12:00 p.m. to 10:00 p.m. and Friday, Saturday, and holidays from 12:00 p.m. to 12:00 a.m. Music performances are not to exceed Texas Penal Code 42.01c(2) (85dB or under at property line) at a distance of one hundred (100) meters.
- (7) Live outdoor music at amphitheaters or outdoor events. Live outdoor music will be permissible Friday, Saturday, and holidays from the hours of 12:00 p.m. to 12:00 a.m. A permit must be obtained through the city. Music performances are not to exceed ninety-five decibels (95 dB) at a distance of one hundred (100) meters.
- (8) Principal building standards.
  - (A) Buildings shall be oriented towards the main street.
  - (B) Primary entrances to buildings shall be located on the street along which the

building is oriented. At intersections, corner buildings may have their primary entrances oriented at an angle to the intersection. All primary entrances shall be oriented to the public sidewalk for ease of pedestrian access.

- (C) Building maximum: 3 stories or 45 feet (whichever is less).
- (D) Building material: The wall surface for all buildings on sides adjacent to any street or alley walkway other than glass shall be of one hundred percent (100%) masonry material. Seventy-five percent (75%) of overall wall surfaces other than glass shall be of brick, stone, or cast stone. The remaining twenty-five percent (25%) may be stucco, fibrous cement, split-face block, or other masonry material. The use of any other wall surface material may be approved by the city council at the time of the site plan review.
- (E) Awnings/canopies:
  - (i) Measurements for eaves and awnings on buildings should project a distance of no more than two feet into required setback. (See figure 1)
  - (ii) Canopies may project into required front setbacks for a minimum distance of twenty (20) feet, provided that no supporting structure for such extensions shall be located within the required front setback. Masonry piers will be located at the edge of the curb. (See figure 2)

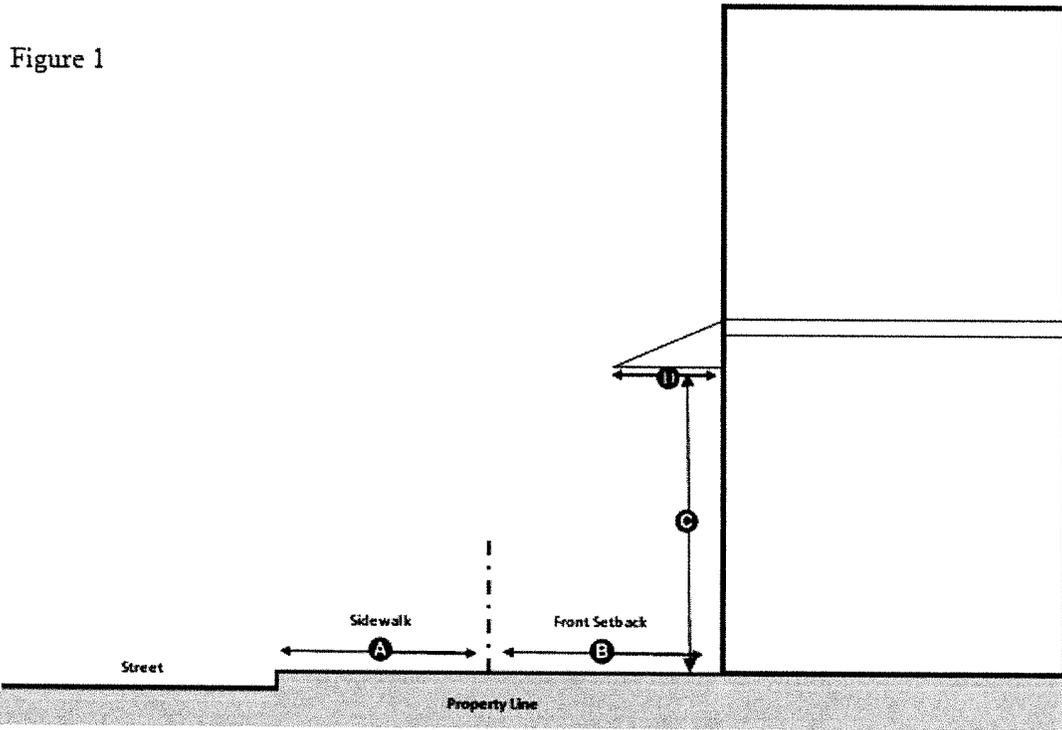
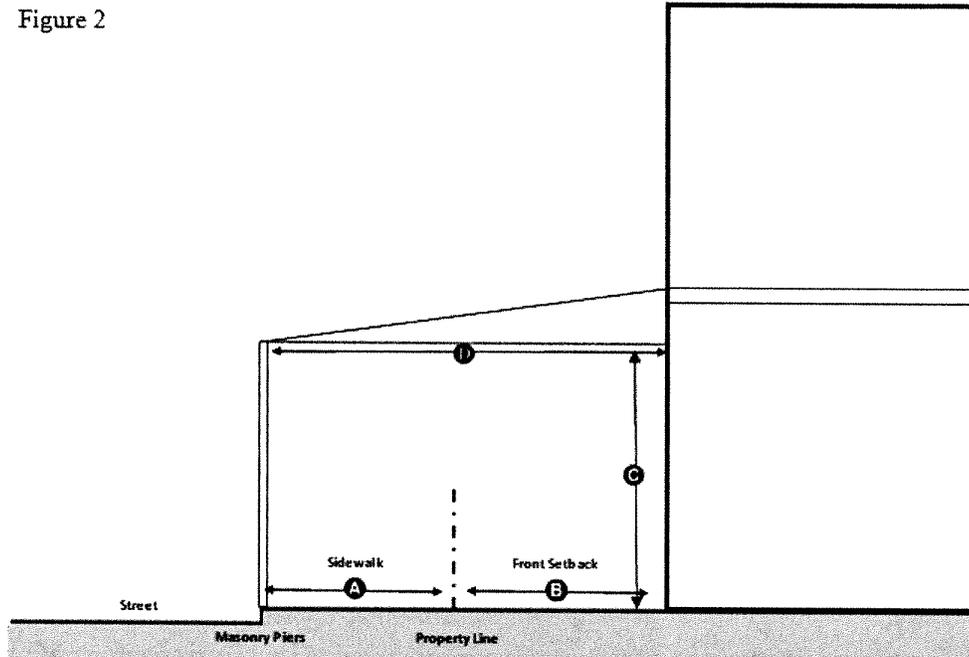


Figure 2



Section	Area Description	Setback Requirement (Fig 1)	Setback Requirement (Fig 2)
<b>A</b>	Required Sidewalk	10'	10'
<b>B</b>	Minimum Front Setback from property line	10'	10'
<b>C</b>	Awning Canopy Minimum Height	8'	8'
<b>D</b>	Awning Canopy Extension	2' Maximum	20' minimum (to curb)

- (iii) Awnings/canopies shall be constructed with metal or canvas. Vinyl and plastic are prohibited. Piers supporting canopies at the curbs edge shall be made with masonry material approved by city officials.
  - (iv) Lighting and other attachments should be securely fixed and integrated to the supporting structure.
  - (v) At no time shall a canopy be located over any on-street parking or travel lane. The edge of the canopy may not extend past the edge to which it is attached.
- (9) Sidewalk sales. Sidewalk vendors selling goods must obtain a sidewalk vending permit before conducting vending business activities in the city. The permits are issued by the development department and are valid for seven days from the date of issuance and must be renewed per event.
- (A) In general, sidewalk vendors must adhere to the following guidelines:
- (i) Display sidewalk vending permit while conducting vending business activities.

- (ii) Vending activities shall take place on a sidewalk and during approved times as follows: hours imposed on other businesses on the same street block or 8:00 a.m. to sunset, whichever is less restrictive on non-residential blocks.
- (iii) A sidewalk vending permit does not provide an exclusive right to operate on any sidewalk or portion thereof. Must be in front of primary business.
- (iv) Sidewalk vendors must ensure that the 10-foot area immediately surrounding the vending space is kept clean and free of trash and debris associated with their vending operation. A trash receptacle must be provided for customers and must be large enough to accommodate customer trash.
- (v) Vending equipment and goods must be attended to at all times by the business owner or employee. Vendors must remove all equipment and goods at the end of each day.
- (vi) Obstructions that would reduce the width of the sidewalk to less than forty-eight (48) inches are prohibited.
- (vii) The public right of way or any area that blocks pedestrians or vehicles is prohibited.
- (viii) Vending is prohibited in any public property that does not meet the definition of a sidewalk, including but not limited to any alley, street, street or roadway median, street end or parking lots.

(Ordinance 2024-038 adopted 10/21/2024)



## AGENDA ITEM COMMENTARY

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<b>MEETING NAME:</b>	Economic Development Corporation
<b>MEETING DATE:</b>	April 7, 2026
<b>ITEM TITLE:</b>	Consider and take appropriate action on October and November meeting dates.
<b>STAFF INITIATOR:</b>	Danielle Sweat – Executive Director

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### **BACKGROUND:**

I'm requesting approval to adjust the October and November 2026 EDC Board meeting dates due to a couple of scheduling conflicts.

Our October meeting is currently set for October 6, and I'll be in Houston attending the annual Texas Economic Development Council (TEDC) Conference. To make sure I can fully participate, I'm proposing we move that meeting to Monday, October 5.

For November, our meeting is scheduled for November 3. I'll be in College Station completing my final two courses for state certification (so close I can taste it). I'm proposing we move that meeting to Monday, November 2 at 8:30 a.m., which will allow me to hit the road right after.

Quick certification update while we're here: I have two courses in July, two in November, and then I'm down to just the capstone. Almost there!

### **EXHIBITS:**

### **COUNCIL ACTION/STAFF RECOMMENDATION:**