



CITY COUNCIL MEETING

April 20, 2026 at 6:00 PM

Wolfforth City Hall - 302 Main Street Wolfforth, TX

AGENDA

CALL MEETING TO ORDER

INVOCATION - Mayor Pro Tem Cooper

PLEDGE OF ALLEGIANCE - Councilmember Houck

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.

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.

- [1.](#) Consider and take appropriate action on City Council Meeting Minutes from April 6, 2026
- [2.](#) Consider and take appropriate action on Resolution 2026-013

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS,
RELEASING PROPERTY KNOWN AS 9402 A FM 1585 (LCAD ID #R335673), LUBBOCK

COUNTY, TEXAS, FROM THE CITY OF WOLFFORTH EXTRATERRITORIAL JURISDICTION.

3. Consider and take appropriate action to authorize the City Manager to issue a Request for Qualifications for professional planning and design services related to the proposed Civic Campus at Patterson Park

4. Consider and take appropriate action on Resolution 2026-014

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH TEXAS AUTHORIZING THE ECONOMIC DEVELOPMENT CORPORATION TO ISSUE AN INCENTIVE FOR BUILDING IMPROVEMENTS TO MM SHAG TREE LLC

5. Consider and take appropriate action on Resolution 2026-015

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH AUTHORIZING THE ECONOMIC DEVELOPMENT CORPORATION TO PURCHASE LAND TO PROMOTE NEW AND EXPANDED BUSINESS

6. Consider and take appropriate action on Resolution 2026-011 Second Reading

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, SUPPORTING AN ECONOMIC DEVELOPMENT PROJECT AND COMMITTING TO ASSIST THE WOLFFORTH ECONOMIC DEVELOPMENT CORPORATION WITH SECURING FUNDING FOR THE PROJECT.

CONSENT AGENDA #2

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.

7. Consider and take appropriate action on Payment Request #12 from UCA for the Lubbock North Interconnect Construction

REGULAR SESSION

8. Consider and take appropriate action on Resolution 2026-016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS AWARDING THE BID FOR THE CONSTRUCTION OF DONALD PRESTON DRIVE TO LONE STAR DIRT AND PAVING AND AUTHORIZING EXECUTION OF THE

CONSTRUCTION CONTRACT IN THE AMOUNT OF \$2,068,921 AND PROVIDING AN EFFECTIVE DATE

9. PUBLIC HEARING: Conduct a public hearing on an amendment to the Chapter 10 Subdivision Ordinance.

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.

10. Consider and take appropriate action on Ordinance 2026-005

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH AMENDING CITY OF WOLFFORTH CODE OF ORDINANCES BY AMENDING CHAPTER 10 SUBDIVISION REGULATION; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE.

11. Consider and take appropriate action on preliminary plat for Cityside Business Park Tract 3 and 4.

12. Consider and take appropriate action on final plat for Overlook at Alcove Lots 85-168.

13. Consider and take appropriate action on Ordinance 2026-006

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, AMENDING ORDINANCE NO. 521 BY CHANGING THE FRANCHISE FEE FROM 4% TO 5% OF WEST TEXAS GAS UTILITY, LLC.'S GROSS RECEIPTS DERIVED FROM THE SALE, TRANSPORTATION, AND DISTRIBUTION OF NATURAL GAS WITH THE WOLFFORTH CITY LIMITS; PROVIDING FOR THE REPEAL OF PORTIONS OF ORDINANCE NO. 521 AND OTHER ORDINANCES OR PORTIONS OF ORDINANCES IN CONFLICT THEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

14. Consider and take appropriate action on second presentation of Library Master Plan Phase 1

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:

- 15.** 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.(i) Turquoise Poodle

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.

COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURN

RIGHT TO ENTER EXECUTIVE SESSION:

The City Council for the City of Wolfforth reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any matters listed on this agenda, as authorized by the Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development).

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 14, 2026..

/s/ Terri Robinette, City Secretary



CITY COUNCIL MEETING

April 06, 2026 at 6:00 PM

WolfForth City Hall - 302 Main Street WolfForth, TX

MINUTES

CALL MEETING TO ORDER

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

INVOCATION - Councilmember Worley

PLEDGE OF ALLEGIANCE - Mayor Pro Tem Cooper

ROLL CALL AND ESTABLISH A QUORUM

PRESENT

Mayor Charles Addington

Councilmember Place 1 David Cooper

Councilmember Place 2 Wesley Houck

Councilmember Place 3 Gregory Stout

Councilmember Place 4 Charlotte McDonald

Councilmember Place 5 Karen Worley

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.

(unapproved draft)

There were no public comments.

RECOGNITION AND PROCLAMATIONS

1. National Child Abuse Prevention Month - April 2026
2. Taylor Revilla - 2026 Siddie Joe Johnson Award Recipient
3. Government Finance Officers Association Distinguished Budget Presentation Award for Fiscal Year 2026 Budget

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

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, Councilmember Place 5 Worley

4. Consider and take appropriate action on City Council Meeting minutes from March 16 and March 31, 2026
5. Consider and take appropriate action on February 2026 Departmental Reports
6. Consider and take appropriate action on Resolution 2026-011

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS,
SUPPORTING AN ECONOMIC DEVELOPMENT PROJECT AND COMMITTING TO
ASSIST THE WOLFFORTH ECONOMIC DEVELOPMENT CORPORATION WITH
SECURING FUNDING FOR THE PROJECT.

REGULAR SESSION

7. Consider and take appropriate action on Resolution 2026-012

Approving an amendment to the Employee Agreement between the Wolfforth EDC and the City of Wolfforth.

Motion to approve Resolution 2026-012 Approving an amendment to the Employee Agreement between the Wolfforth EDC and the City of Wolfforth.

(unapproved draft)

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, Councilmember Place 5 Worley

8. Consider and take appropriate action on request from Fire Chief for schedule and organizational changes

Fire Chief Lance Barrett presented a proposal to the City Council to change shift schedules and duties of officers.

Duties for Lietenants and Captains will be changing. Captains are currently on shift and there were ineffeciencies in working with Lietenants while on shift and who was placed in charge. Captains would be moved to administrative duties with one Captain on shift for response.

This proposal also contained a change to a 48-96 hour schedule for shifts. Current shifts are 24-48 hour. A 48-96 hour schedule will promote a better work/rest balance and allow for better training evolutions as well.

This shift change is budget neutral for the remaining fiscal year.

Motion to approve two organizational changes as presented.

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

Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Councilmember Place 3 Stout, Councilmember Place 4 McDonald, Councilmember Place 5 Worley

9. Consider and take appropriate action on request for creation of Construction Inspector position and associated budget amendment.

The City of Wolfforth outsources several types of inspections at this time such as building inspections and infrastructure inspections. Infrastruture inspections include things like sewer and water installations and street paving.

The City has been approached by an individual qualified to do infrastructure inspections which would allow us to discontinue our agreement with Walker RPR, the City's current third-party provider, and bring these inspections in-house saving the city a substantial amount of money.

(unapproved draft)

City Manager Randy Criswell asked the Council for the discretion to create this inspector position and the coresponding budget amendment needed.

Motion to approve the creation of an Infrastruture Inspector.

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

Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Councilmember Place 3 Stout, Councilmember Place 4 McDonald, Councilmember Place 5 Worley

10. Consider and take appropriate action on appointments to the Public Improvement District #2 Board.

Councilmember Worley brought to the Council the concern of the operations of the PID Board as the last PID meeting concentrated on estimates for repairs which is not a function of that board.

At this time, Preston Manor Management has yet to bring a plan for maintenance and repairs to the City. This plan is the responsibillity of Preston Manor Management and not the PID Board. This message has been told to members of Preston Manor Management multiple times and based on a meeting as recent as last week, Management should understand this.

Councilmember Worley stated that she would like a PID Board that can work with the management company as well as the City Council. She believes an actual list of duties given to the Board could be helpful.

Mayor has asked the City Attorney to prepare a list of duties for the PID Board to follow and the Board must follow those or that Board makeup will be changed through action of the Council.

Motion to remove the PID Chairman from the Board and replace with Wesley Houck as Chairman and add Karen Worley as a Board member

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

Voting Nay: Councilmember Place 5 Worley

EXECUTIVE SESSION

(unapproved draft)

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 of the City of Wolfforth convened into Executive Session on April 6, 2026 at 7:07 PM.

- 11. 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.(i) Turquoise Poodle

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 of the City of Wolfforth reconvened into Regular Session on April 6, 2026 at 7:35 PM.

COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

Groundbreaking for Alcove Avenue and Donald Preston Drive Construction on April 27 at 12:30 PM.

ADJOURN

Motion to adjourn at 7:38 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, Councilmember Place 5 Worley

PASSED AND APPROVED THIS 20TH DAY OF APRIL 2026

Charles Addington, II, Mayor
City of Wolfforth, Texas

ATTEST:

Terri Robinette, City Secretary

DRAFT



AGENDA ITEM COMMENTARY

Item # 2.

MEETING NAME:	City Council
MEETING DATE:	April 20, 2026
ITEM TITLE:	Consider and take appropriate action on Resolution 2026-013 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, RELEASING PROPERTY KNOWN AS 9402 A FM 1585 (LCAD ID #R335673), LUBBOCK COUNTY, TEXAS, FROM THE CITY OF WOLFFORTH EXTRATERRITORIAL JURISDICTION.
STAFF INITIATOR:	Terri Robinette, City Secretary

BACKGROUND:

Senate Bill 2038 passed the 88th Texas legislative session and became effective September 1, 2023. This law allows landowners to petition a city to release their property from the city's extraterritorial jurisdiction (ETJ) through either a petition or an election. The bill establishes that the area is released by operation of law if a municipality fails to take such action to release the area by the later of the 45th day after the date the municipality receives the petition or the next meeting of the municipality's governing body that occurs after the 30th day after the date the municipality receives the petition.

Attached you will find a petition received on March 25, 2026, from the landowner of 9402 A FM 1585, Kyle Karvas. A map is attached for your reference. This property is currently the site of Quality Exteriors.

The City Attorney has reviewed the petition and finds that it meets the requirement for ETJ removal and has prepared a Resolution granting this request.

EXHIBITS:

Resolution

Petition for ETJ Removal

Map of Site

Senate Bill 2038

COUNCIL ACTION/STAFF RECOMMENDATION:

Approve Resolution

RESOLUTION 2026-013**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, RELEASING PROPERTY KNOWN AS 9402 A FM 1585 (LCAD ID #R335673), LUBBOCK COUNTY, TEXAS, FROM THE CITY OF WOLFFORTH EXTRATERRITORIAL JURISDICTION.**

WHEREAS, the Texas Legislature, in Texas Local Government Code Chapter 42, Subchapter E, created a mechanism by which a property owner can request release from the extraterritorial jurisdiction of a municipality;

WHEREAS, the release is not discretionary on behalf of the municipality;

WHEREAS, on March 25, 2026, the City of Wolfforth received a Landowner Petition for Release from Extraterritorial Jurisdiction (attached hereto as Exhibit "A") from Kyle Karvas, which is the sole owner of property known as 9204 A FM 1585, Lubbock County, Texas and further known as LCAD ID #R335673 (the "Property").

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOLFFORTH:

SECTION ONE. THAT the City of Wolfforth releases the Property from its extraterritorial jurisdiction.

SECTION TWO. THAT the City Secretary or designee is hereby directed to keep a copy of this Resolution on file in accordance with the applicable record keeping policy.

PASSED AND APPROVED at the regular meeting of the City Council on the 20th day of April 2026.

Charles Addington, II, Mayor

Terri Robinette, City Secretary



March 25, 2026

Terri Robinette
City of Wolfforth
302 Main St
Wolfforth, Texas 79382

HAND DELIVERED.

Re: Removal from ETJ – 9402 A FM 1585, LCAD R335673

Dear Terri:

Please see attached petition to remove 9402 A FM 1585 (Quality Exteriors) from the City of Wolfforth ETJ.

If you have any questions now or in the future please do not hesitate to contact me at (806) 763-9363, or ctepper@lamar.com.

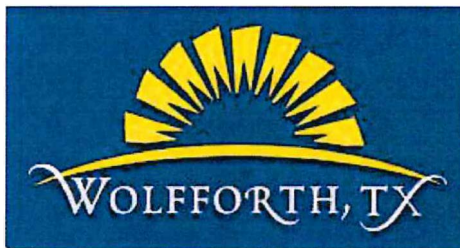
Sincerely,

Lamar Advertising Company

A handwritten signature in blue ink that reads "CH Tepper".

Carl H. Tepper, RPA
Real Estate Manager
(806) 470-2354
ctepper@lamar.com

Lamar 264-01039



REQUEST FOR RELEASE FROM THE EXTRATERRITORIAL JURISDICTION (ETJ)

****Request and Petition **MUST** be submitted by residents or owners of the property to be released****

Date	Applicant's Printed Name	Applicant's Home Address	Address of Property to be Released (the "Area")	Property Owner(s) Name(s)	Property Owner(s) Address
3/25/24	Kyle Karnas	6108 93 rd St.	9402 Ft. 1585 2375673	Kyle Karnas	6108 93 rd St.

The attached petition **MUST** be signed (and notarized) by:

1. More than 50% of the registered voters of the area described by the petition (as of the date of the preceding uniform election date); or
2. A majority in value of the holders of title of land in the area described by the petition (as indicated on the tax rolls of the Lubbock County Appraisal District).

In order to be deemed complete, the petition **MUST** be accompanied by:

1. A map of the land to be released; and
2. A boundary description by:
 - a. Metes and bounds, or
 - b. Lot and block number, if there is a recorded plat



RELEASE FROM THE EXTRATERRITORIAL JURISDICTION (ETJ) PETITION

(Use multiple copies of this petition if necessary to complete the following information).

Address of Property to be Released (the "Area")	Land Owner or Resident Printed Name ("Petitioner")	Land Owner or Resident Home Address	Property Owner(s) Name(s)	Property Owner(s) Address	Petitioner's D.O.B. or Voter Registration #
9402 FM 1585-Suite A Wolfforth, TX	Kyle Karvas	6108 93 rd St.	Karvas Holdings	6108 93 rd St.	03/14/1979

By signing this petition, I hereby request to be removed from the City of Wolfforth's Extraterritorial Jurisdiction (ETJ). I hereby affirm I am the resident or owner of the property identified above.

Name: Kyle Karvas

Signature: [Handwritten Signature]

Date: 3/25/24

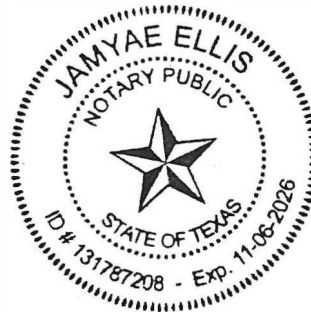
SUBSCRIBED AND SWORN TO BEFORE ME on the day of 25 day of March, 2024, to certify which witness my hand and official seal.

State of Texas

County of Winnock

[seal]

Notary Signature [Handwritten Signature]



By signing this petition, I hereby request to be removed from the City of Wolfforth's Extraterritorial Jurisdiction (ETJ). I hereby affirm I am the resident or owner of the property identified above.

Name: _____

Signature: _____ Date: _____

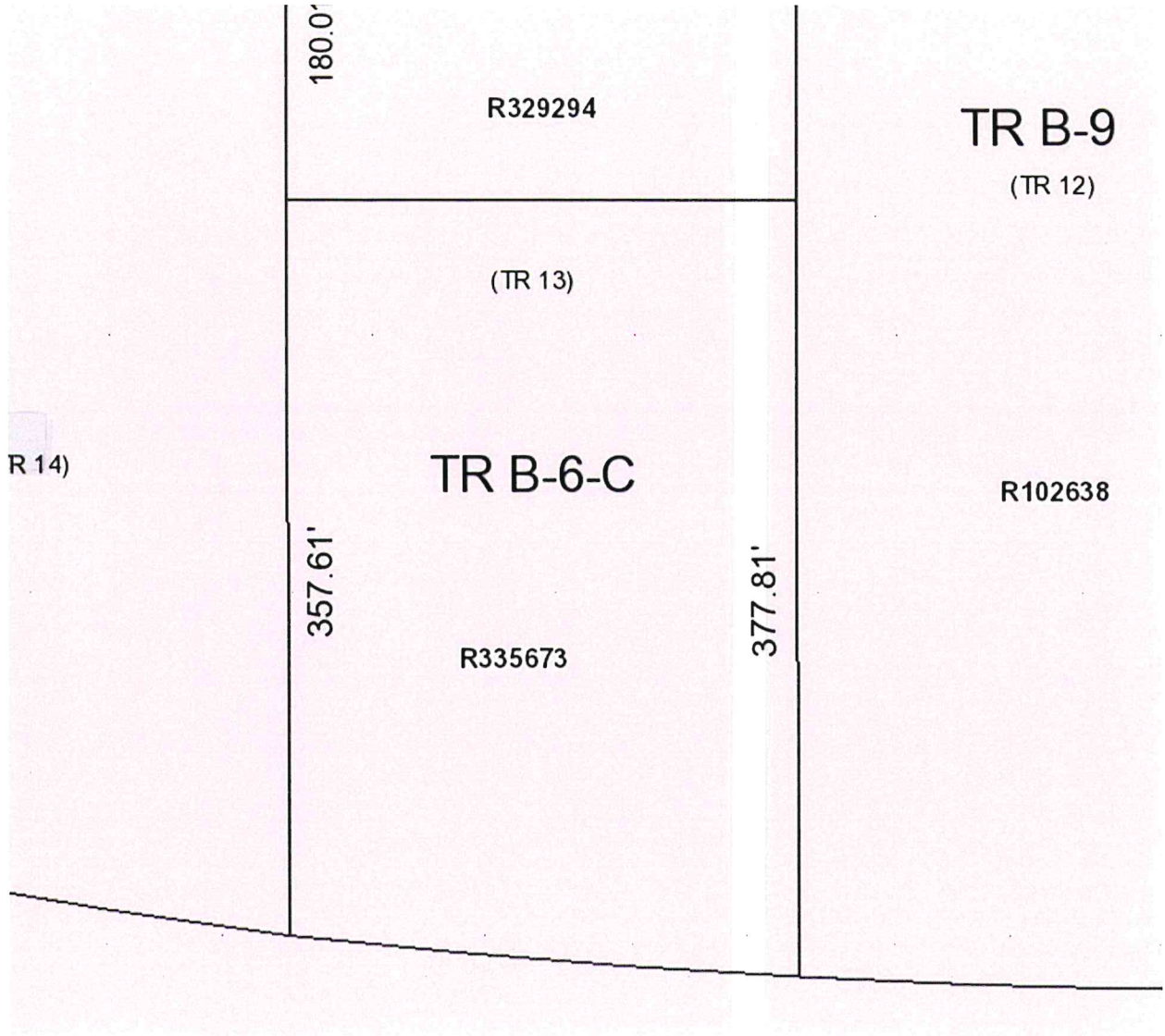
SUBSCRIBED AND SWORN TO BEFORE ME on the day of _____ day of _____, 20____, to certify which witness my hand and official seal.

State of Texas

County of _____

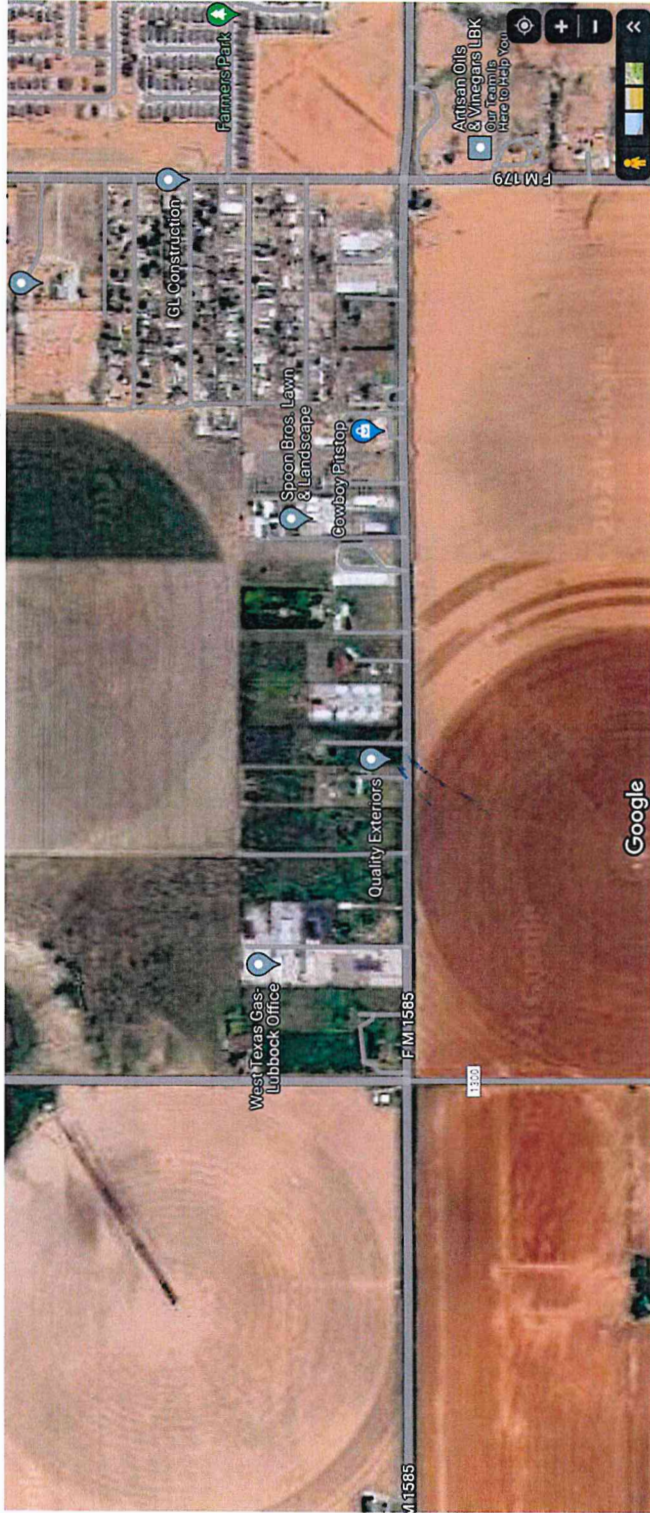
[seal]

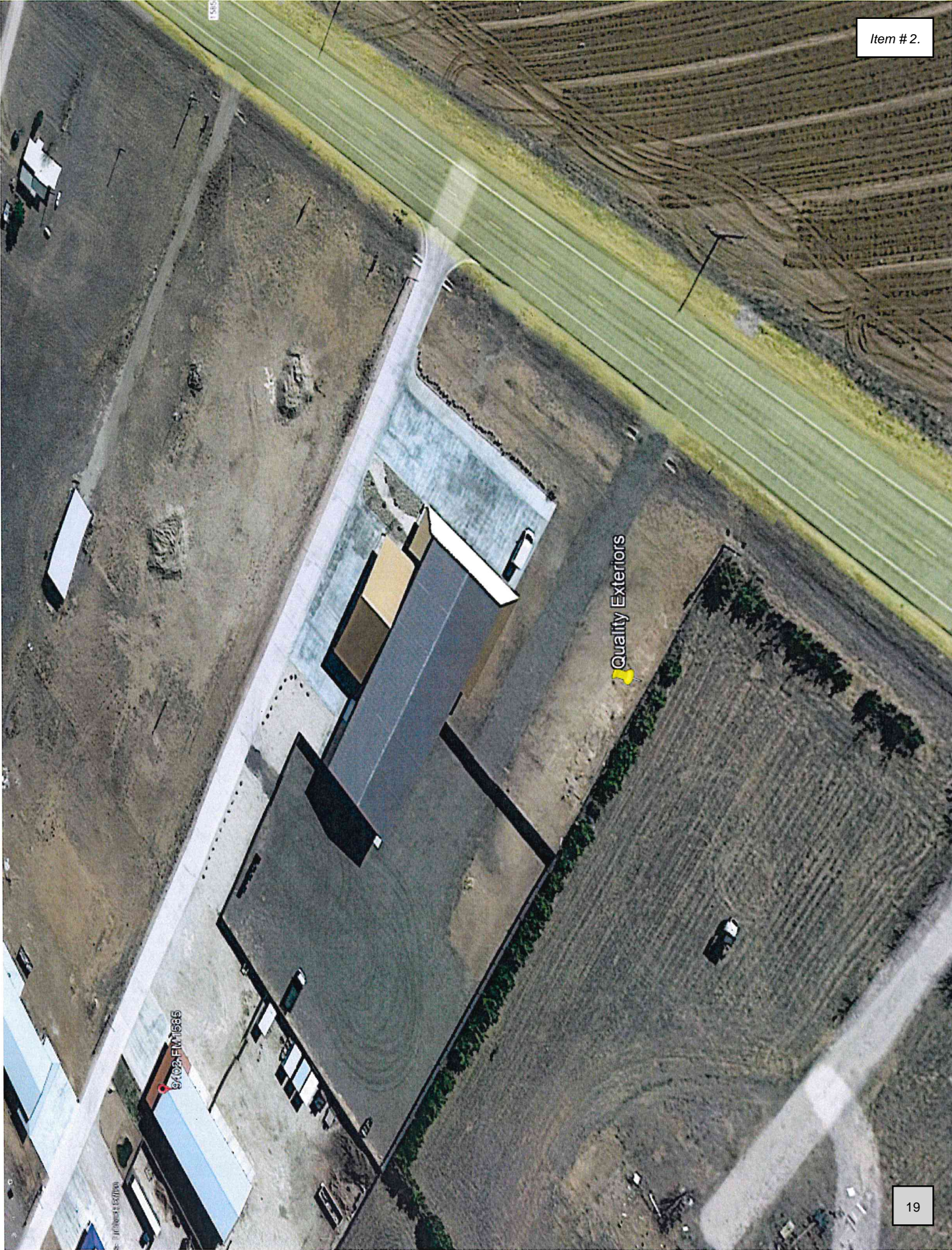
Notary Signature _____



2024 GENERAL INFORMATION

Property Status	Active
Property Type	Real Commercial
Legal Description	BLK CB SEC 29 AB 1208 TR B6C OF SW/4 AC: 2.1119
Neighborhood	1100 - Frenship Isd
Account	AC22029-91208-00625-000
Map Number	264

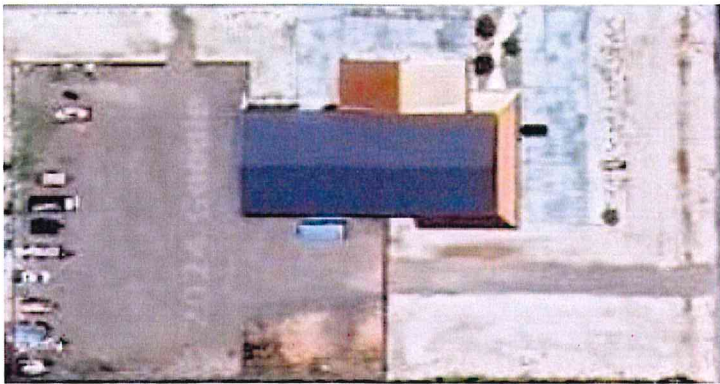




Quality Exteriors

8402 FM 1566

© 2018 Quality Exteriors







AGENDA ITEM COMMENTARY

MEETING NAME:	City Council
MEETING DATE:	April 20, 2026
ITEM TITLE:	Consider and take appropriate action on Resolution 2026-014 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH TEXAS AUTHORIZING THE ECONOMIC DEVELOPMENT CORPORATION TO ISSUE AN INCENTIVE FOR BUILDING IMPROVEMENTS TO MM SHAG TREE LLC
STAFF INITIATOR:	Danielle Sweat-EDC Director

BACKGROUND:

This item represents the next step in the incentive process previously discussed and considered by the Board and City Council. This proposed first reading of the resolution authorizes an economic development incentive in the amount of \$188,000 to support a qualifying project that meets the City’s economic development goals, including investment, job creation, and long-term tax base growth.

The project is located within CitySide Business Park at 8111 Patel Dr. The incentive funds will be utilized for building improvements to accommodate the tenant and support their operations within the facility.

All required public hearings have been completed in accordance with state law, and no additional action is required prior to Council consideration. Approval of this resolution will formalize the agreement and allow the project to move forward as outlined.

EXHIBITS:

Resolution

COUNCIL ACTION/STAFF RECOMMENDATION:

Approve Resolution

RESOLUTION 2026-014

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH TEXAS AUTHORIZING THE ECONOMIC DEVELOPMENT CORPORATION TO ISSUE AN INCENTIVE FOR BUILDING IMPROVEMENTS TO MM SHAG TREE LLC

WHEREAS, the City of Wolfforth created the Wolfforth Economic Development Corporation (the “WEDC”), which is a Type B economic development corporation; and

WHEREAS, the Texas Legislature in Local Government Code 505.158 allows Type B economic development corporations created by a municipality with a population under 20,000 to promote new or expanded business within the community; and

WHEREAS, the City of Wolfforth currently has a population of under 20,000; and

WHEREAS, the WEDC at their April 7, 2026, regular meeting, held a public hearing regarding a proposed economic development incentive to MM Shag Tree LLC for building improvements at 8111 Patel Drive, not to exceed \$188,000; and

WHEREAS, the Wolfforth City Council held a public hearing on March 16, 20226, and gave this Resolution readings on April 20, 20026, and May 4, 2026, to consider authorizing an incentive by the Wolfforth Economic Development Corporation to MM Shag Tree LLC

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, THAT:

SECTION 1. That the recitals, findings, and determinations contained in the preamble to this Resolution are incorporated into the body of this Resolution as if fully set forth in this Section and are hereby found and declared to be true and correct legislative findings and are adopted as part of this Resolution for all purposes.

SECTION 2. That the Wolfforth Economic Development Corporation is hereby authorized to enter into a performance agreement for a \$188,000 economic development incentive to MM Shag Tree LLC to assist in the upgrades to the building located at 8111 Patel Drive (attached hereto as Exhibit A.)

SECTION 3. It is hereby officially found and determined that the meeting at which this resolution is passed was open to the public as required and that public notices of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551, of the Texas Government Code.

SECTION 4. That the officers of the City are hereby authorized and directed to take such action as may be necessary to carry this Resolution into effect.

SECTION 5. This Resolution shall take effect immediately upon its passage as provided by law.

Passed and approved by the City Council on April 20, 2026

CITY OF WOLFFORTH, TEXAS

Charles Addington, II, Mayor

Attest

Terri Robinette, City Secretary



AGENDA ITEM COMMENTARY

Item # 5.

MEETING NAME:	City Council
MEETING DATE:	April 20, 2026
ITEM TITLE:	Consider and take appropriate action on Resolution 2026-015 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH AUTHORIZING THE ECONOMIC DEVELOPMENT CORPORATION TO PURCHASE LAND TO PROMOTE NEW AND EXPANDED BUSINESS
STAFF INITIATOR:	Danielle Sweat- EDC Director

BACKGROUND:

This item represents the next step in facilitating the acquisition and redevelopment of the UMC building as part of a business retention project. This proposed first and second reading of the resolution authorizes the City to move forward with purchase of the property, after which the Wolfforth Economic Development Corporation will acquire the building from the City. The EDC will then sell the property to OJD, who will occupy the building for their own business operations.

This coordinated approach between the City and EDC supports the retention and expansion of an existing business, while ensuring the property is returned to productive use and contributes to the long-term tax base. Approval of this resolution will allow the transaction process to move forward as planned.

This commentary applies to the first and second readings of the resolution

EXHIBITS:

Resolution

COUNCIL ACTION/STAFF RECOMMENDATION:

Approve Resolution

RESOLUTION NO. 2026-015

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH
AUTHORIZING THE ECONOMIC DEVELOPMENT CORPORATION TO
PURCHASE LAND TO PROMOTE NEW AND EXPANDED BUSINESS.**

WHEREAS, the Texas Legislature in Local Government Code 505.158 allows Type B economic development corporations created by a municipality with a population under 20,000 to promote new or expanded business within the community; and

WHEREAS, the City of Wolfforth currently has a population of under 20,000; and

WHEREAS, the Wolfforth Economic Development Corporation (“EDC”) at their March 3, 2026 regular meeting, held a public hearing regarding a proposed purchase of land to promote new and expanded business; and

WHEREAS, the Wolfforth City Council held a public hearing on March 2, 2026 to consider authorizing the purchase of land by the Wolfforth Economic Development Corporation;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, THAT:

Section 1. **Findings.** The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made hereof for all purposes as findings of fact.

Section 2. **Proceedings.** The City Council of the City of Wolfforth approved the proposed contribution by the Wolfforth Economic Development Corporation for the purpose of purchasing land to promote new and expanded business.

Section 3. **Execution of Documents.** The president of the Wolfforth Economic Development Corporation is authorized to execute all documents related to this Resolution.

Section 4. **Open Meetings.** It is hereby officially found and determined that the meeting at which this resolution is passed was open to the public as required and that public notices of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551, of the Texas Government Code.

Passed by the City Council on the 20th day of April 2026

CITY OF WOLFFORTH, TEXAS

Charles Addington, II, Mayor

Attest

Terri Robinette, City Secretary

DRAFT

RESOLUTION 2026-011

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, SUPPORTING AN ECONOMIC DEVELOPMENT PROJECT AND COMMITTING TO ASSIST THE WOLFFORTH ECONOMIC DEVELOPMENT CORPORATION WITH SECURING FUNDING FOR THE PROJECT.

WHEREAS, the City of Wolfforth, a Texas home-rule municipality, is rapidly growing and in need of property for commercial development to help assist in both economic growth and community identity;

WHEREAS, the Wolfforth Economic Development Corporation (the “WEDC”) is a Type B economic development corporation created by the citizens of the City of Wolfforth under the Development Corporation Act to fund, among other projects, the purchase or improvement of land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements found by the WEDC's board to promote new or expanded business development;

WHEREAS, under Chapter 380 of the Texas Local Government Code, a home-rule municipality, under a contract with a development corporation created by the municipality under the Development Corporation Act, may grant public money to such corporation for the development and diversification of the economy of the state, elimination of unemployment or underemployment in the state, and development and expansion of commerce in the state;

WHEREAS, the WEDC is seeking funding for a project that would create commercial development within the City which will diversify the economy of the City of Wolfforth and the surrounding area and expand business and commerce in Wolfforth; and


WHEREAS, the Wolfforth City Council finds that it is in the best interest of the City to support the WEDC in obtaining funding for such a project including entering into an agreement with the WEDC to grant public funds under Chapter 380 of the Texas Local Government Code.

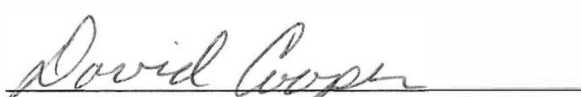
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOLFFORTH:


SECTION ONE. THAT the City of Wolfforth will, subject to annual appropriations, budget for and provide funding to assist the Wolfforth Economic Development Corporation in securing funding for a commercial development project that will diversify the economy of the City of Wolfforth and the surrounding area and expand business and commerce within the City (the “Project”).

SECTION TWO. THAT, if required by a lending institution for the WEDC to obtain funding for the Project, the City Manager and City attorney are directed to work with the WEDC to create an agreement under Chapter 380 of the Texas Local Government Code between the City and the WEDC to grant public funds to the WEDC to assist the WEDC in obtaining funding for the Project.

PASSED AND APPROVED at the regular meeting of the City Council on the 6th day of April 2026.



Charles Addington, II, Mayor


David Cooper, Place 1


Wesley Houck, Place 2


Gregory Stout, Place 3


Charlotte McDonald, Place 4


Karen Worley, Place 5

ATTEST:


Terri Robinette, City Secretary



PASSED AND APPROVED at the regular meeting of the City Council on the 20th day of April 2026.

Charles Addington, II, Mayor

David Cooper, Place 1

Wesley Houck, Place 2

Gregory Stout, Place 3

Charlotte McDonald, Place 4

Karen Worley, Place 5

ATTEST:

Terri Robinette, City Secretary

DRAFT



AGENDA ITEM COMMENTARY

MEETING NAME:	City Council
MEETING DATE:	April 20th 2026
ITEM TITLE:	Consider and take appropriate action on Payment Request #12 from UCA for the Lubbock North Interconnect Construction
STAFF INITIATOR:	Randy Hall

BACKGROUND:

Council, staff has received Pay Request #12 from UCA for the Lubbock North Interconnect project. A copy is attached as an exhibit to this item. Work completed with this pay request consists of additional site grading, installed all weather surface material, installed automated valve and actuator in vault, and began installing perimeter fence. Anticipated work to be completed next pay request include; fill tank and sample, commission tank, install remaining perimeter fencing and gates, and install additional all weather surface material.

- a. Original Quote Amount: \$2,977,240.00
- b. Work Performed this Pay Request: \$145,366.00
- c. Materials Stored: \$-10,77.73
- d. Total Work Performed + Materials Stored: \$3,098,432.11
- e. Retainage: \$309,843.21
- f. Paid Previous Applications: \$2,667,459.45

Amount Due: (d-e-f) \$121,129.44

EXHIBITS:

UCA Pay Request #12 for The Lubbock North Interconnect
Progress Photos

COUNCIL ACTION/STAFF RECOMMENDATION:

Staff recommend payment as requested.



Contractor's Application and Certificate for Payment

To: City of Wolfforth PO Box 36, 302 Main St. Wolfforth, TX 79382	From: Utility Contractors of America, Inc. 5805 CR 7700 Lubbock, TX 79424	Application Number: 12 Application Period: 02/01/26 - 03/31/26 Application Date: 3/31/2026
--	--	--

25-253 - Lubbock North Interconnect				Total This Period	Total to Date
Change Order Summary					
ORIGINAL CONTRACT SUM					\$2,977,240.00
Change Orders Approved by Owner					
NET CHANGE BY CHANGE ORDERS					\$175,274.58
CONTRACT SUM TO DATE (Line 1 + 2)					\$3,152,514.58
Number	Date Approved	Additions	Deductions		
1	7/25/2025	\$175,274.58			
WORK COMPLETED				\$145,366.00	\$3,097,234.58
MATERIALS STORED				-\$10,777.73	\$1,197.53
TOTAL COMPLETED & STORED				\$134,588.27	\$3,098,432.11
RETAINAGE:					
10% of Completed Work and Stored Material				\$13,458.83	\$309,843.21
AMOUNT ELIGIBLE TO DATE					\$2,788,588.89
LESS PREVIOUS APPLICATIONS					\$2,667,459.45
TOTALS		\$175,274.58	\$0.00		
NET CHANGE BY CHANGE ORDERS		\$175,274.58			
AMOUNT DUE THIS APPLICATION				\$121,129.44	\$121,129.44
BALANCE TO FINISH, PLUS RETAINAGE					\$365,123.21

Your check may be converted to ACH

Contractor's Certification

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

By: Chris Baker VP Date: 4/6/20
Utility Contractors of America, Inc.

Approved For Payment:

By: _____ Date: _____
City of Wolfforth

Michael J Adams
Approved by OJD Engineering 4/7/2026



Job Name:		25-253 - Lubbock North Interconnect				Application Number:		12					
Application Period:		02/01/26 - 03/31/26				Application Date:		3/31/2026					
A		B				C		D		E		F	
Item						Work Completed						% (G/B)	Balance to Finish (B-G)
						This Period		Previous Period		To Date			
Item	Description	Units	Quantity	Unit Price	Scheduled Value	Quantity	Amount	Quantity	Amount	Quantity	Amount		
01	Booster Pump Station	LS	1	\$1,040,685.00	\$1,040,685.00		\$ -	1.000	\$ 1,040,685.00	1.000	\$ 1,040,685.00	100.00%	
02	Ground Storage Tank - 500,000 Gal	LS	1	\$1,383,755.00	\$1,383,755.00		\$ -	1.000	\$ 1,383,755.00	1.000	\$ 1,383,755.00	100.00%	
03	Site Work - Fence, Drive, Grading, Gravel B	LS	1	\$363,415.00	\$363,415.00	0.400	\$ 145,366.00	0.50	\$ 181,707.50	0.90	\$ 327,073.50	90.00%	\$ 36,341.50
04	Fow Meter, Valve and Vault	LS	1	\$189,385.00	\$189,385.00		\$ -	0.90	\$ 170,446.50	0.90	\$ 170,446.50	90.00%	\$ 18,938.50
CO1-01	City of Lubbock Water Line Connection	LS	1	\$85,364.58	\$85,364.58		\$ -	1.00	\$ 85,364.58	1.00	\$ 85,364.58	100.00%	
CO1-02	Ground Water Storage Tank Logo	EA	1	\$11,660.00	\$11,660.00		\$ -	1.00	\$ 11,660.00	1.00	\$ 11,660.00	100.00%	
CO1-03	75 hp Pump/VFD	EA	1	\$63,910.00	\$63,910.00		\$ -	1.00	\$ 63,910.00	1.00	\$ 63,910.00	100.00%	
CO1-04	Installation of Primary Electrical Line	LS	1	\$3,750.00	\$3,750.00		\$ -	1.00	\$ 3,750.00	1.00	\$ 3,750.00	100.00%	
CO1-05	12" Water Line for Future Tanks	LS	1	\$10,590.00	\$10,590.00		\$ -	1.00	\$ 10,590.00	1.00	\$ 10,590.00	100.00%	
Totals					\$3,152,514.58		\$ 145,366.00		\$ 2,951,868.58		\$ 3,097,234.58	98.25%	\$ 55,280.00

Progress Photos #12











AGENDA ITEM COMMENTARY

MEETING NAME:	City Council
MEETING DATE:	April 20, 2026
ITEM TITLE:	Consider and take appropriate action on Resolution 2026-016 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS AWARDED THE BID FOR THE CONSTRUCTION OF DONALD PRESTON DRIVE TO LONE STAR DIRT AND PAVING AND AUTHORIZING EXECUTION OF THE CONSTRUCTION CONTRACT IN THE AMOUNT OF \$2,068,921 AND PROVIDING AN EFFECTIVE DATE
STAFF INITIATOR:	Randy Criswell, City Manager

BACKGROUND:

The second portion of our paving improvement package is the reconstruction of Donald Preston Drive from the west side of Cambridge to the west edge of the frontage road on Marsha Sharp. Bids were opened on April 6. Two bids were received, with the low bidder being Lone Star Dirt and Paving. As you'll recall, you recently awarded the bid for the Alcove construction to Lone Star, so they'll be able to work on both projects concurrently. We've talked with Lone Star about this, and we feel very confident they'll be able to perform on both projects to the level needed and expected.

A Bid Tabulation is included in the letter of recommendation from Kimley Horn, recommending the bid be awarded to Lone Star Dirt and Paving in the amount of \$2,068,921.00. Staff concurs with the recommendation. This project is funded through the 2025 paving CO's.

EXHIBITS:

- Resolution
- Letter of recommendation
- Drawing showing general layout of the project

COUNCIL ACTION/STAFF RECOMMENDATION:

Staff recommends approval of Resolution No. 2026-016

RESOLUTION NO. 2026-016

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS
AWARDING THE BID FOR THE CONSTRUCTION OF DONALD PRESTON DRIVE TO LONE
STAR DIRT AND PAVING AND AUTHORIZING EXECUTION OF THE CONSTRUCTION
CONTRACT IN THE AMOUNT OF \$2,068,921 AND PROVIDING AN EFFECTIVE DATE**

WHEREAS, the City Council desires to award the bid for the construction of Donald Preston Drive to Lone Star Dirt and Paving and authorize execution of the construction contract in the amount of \$2,068,921

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS:

SECTION 1. The City Council hereby awards the bid for the construction of Donald Preston Drive to Lone Star Dirt and Paving, and authorizes execution of the construction contract in the amount of \$2,068,921 attached to this Resolution as **Exhibit A**.

SECTION 2. This Resolution shall become effective immediately from and after its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Wolfforth, Texas on this the 20th day of April 2026.

Charles Addington, II, Mayor
City of Wolfforth, Texas

ATTEST:

Terri Robinette, City Secretary



April 08, 2026

Mr. Randy Criswell
City Manager, City of Wolfforth
302 Main Street
Wolfforth, TX 79382

**RE: *Donald Preston Dr Improvements
City of Wolfforth, Lubbock County, Texas
Recommendation of Award
KH No. 066079916***

Dear Randy,

On April 6, 2026, the City of Wolfforth (City) received two (2) bids for the construction of the Donald Preston Dr Improvements project. The project includes the reconstruction of Donald Preston Dr from Cambridge Ave to US 62/82 located in Wolfforth, TX.

There were two (2) bidders with the following bids (bid tabulation attached):

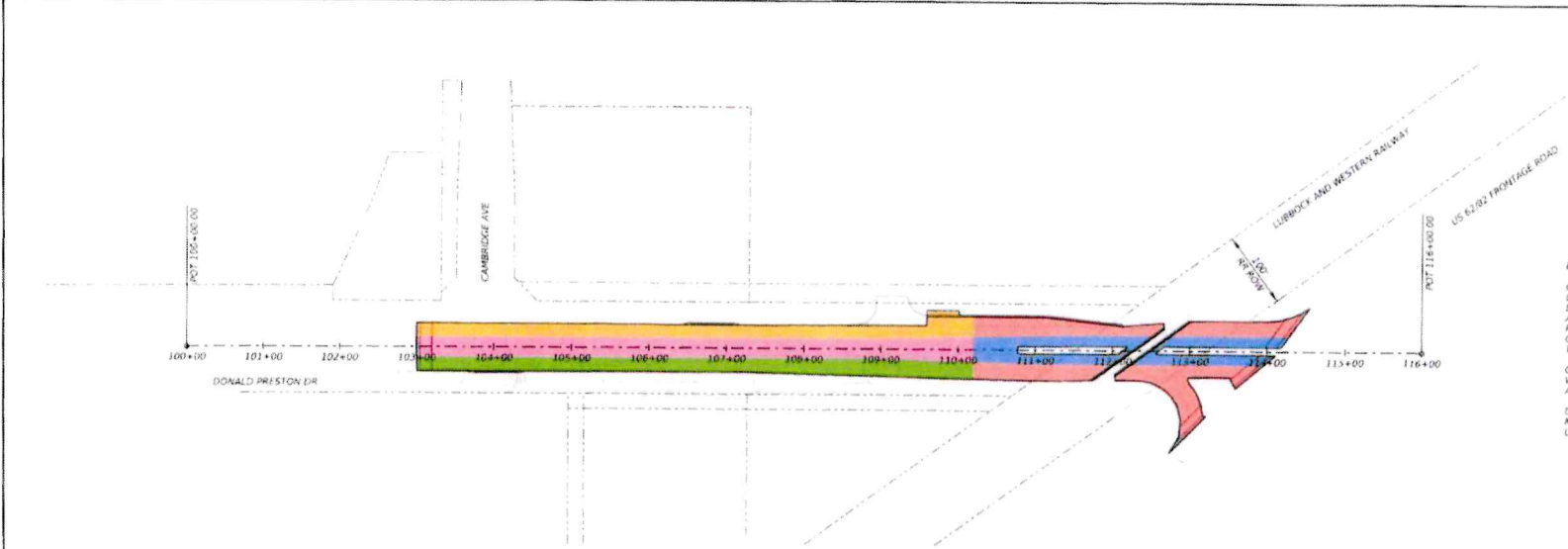
BIDDER	Base Bid Total
Lone Star Dirt & Paving	\$2,068,921.00
LA Fuller and Sons Construction	\$2,306,967.16

A Bid Bond and acknowledgement of the addenda were received from each bidder. Lone Star Dirt & Paving is the lowest bidder. Lone Star Dirt & Paving has a strong track record in concrete construction projects based on conversations with City of Lubbock. Kimley-Horn has concluded that Lone Star's experience for this type of project is sufficient for City of Wolfforth and will be in the best interest of the City per paragraph 18.6 of Section 00 21 16, Instructions to Bidders. It is our recommendation that the City award the construction contract to Lone Star Dirt & Paving in the amount of \$2,068,921.00 for the base bid per paragraph 18.2 of Section 00 21 16, Instructions to Bidders.

We appreciate the opportunity to continue to work with the City on this project. If you have any questions, please do not hesitate to contact me.

Sincerely,

Jesus Saenz, P.E.
Project Manager



NOTE

CONTRACTOR MAY CLOSE ONE DIRECTION OF DONALD PRESTON DRIVE FOR NIGHT WORK BETWEEN THE HOURS OF 8 PM AND 6 AM TO ACCOMMODATE THE PLACEMENT OF CONCRETE IN PHASES 1, 2, AND 3. CLOSURE OF ONE DIRECTION OF DONALD PRESTON DRIVE SHALL BE RESTRICTED TO A MAXIMUM OF 2 NIGHTS PER PHASE.

CONTRACTOR MAY RESTRICT TRAFFIC TO ONE WESTBOUND LANE AND ONE EASTBOUND LANE AS NEEDED IN PHASES 3 AND 4.

DONALD PRESTON DRIVE SHALL OPERATE ON A MINIMUM OF 1 WESTBOUND LANE AND 2 EASTBOUND LANES ON JULY 4TH AND 5TH, 2026.

PHASE 1 - OUTSIDE LANES - STA 110+20 TO END PROJECT

TRAFFIC
DONALD PRESTON DRIVE OPERATES ON ONE EASTBOUND LANE AND ONE WESTBOUND LANE FOR THE ENTIRE PROJECT LIMITS.

CONSTRUCTION

1. ADVANCE WARNING SIGNS WILL BE PLACED FOR THE PROJECT LIMITS IN ACCORDANCE WITH TMUTCD, TxDOT TRAFFIC STANDARD TCP (2-5)-18, AND AS DIRECTED BY THE CITY.
2. TRAFFIC CHANNELIZING DEVICES, BARRIERS, TEMPORARY SIGNING AND STRIPING WILL BE PLACED PRIOR TO CONSTRUCTION.
3. SHIFT TRAFFIC AS NECESSARY TO PROVIDE ADEQUATE BUFFER SPACE FOR WORK ZONE.
4. MAINTAIN ACCESS TO ALL SIDE STREETS AND ALL DRIVEWAYS WITHIN THE PROJECT LIMITS.
5. CONSTRUCT THE COMPLETE PAVEMENT LIMITS OF PHASE 1 BEFORE STARTING PHASE 2 CONSTRUCTION.

PHASE 2 - INSIDE LANES - STA 110+20 TO END PROJECT

TRAFFIC
DONALD PRESTON DRIVE OPERATES ON ONE EASTBOUND LANE AND ONE WESTBOUND LANE FOR THE ENTIRE PROJECT LIMITS.

CONSTRUCTION

1. ADVANCE WARNING SIGNS WILL BE PLACED FOR THE PROJECT LIMITS IN ACCORDANCE WITH TMUTCD, TxDOT TRAFFIC STANDARD TCP (2-5)-18, AND AS DIRECTED BY THE CITY.
2. TRAFFIC CHANNELIZING DEVICES, BARRIERS, TEMPORARY SIGNING AND STRIPING WILL BE PLACED PRIOR TO CONSTRUCTION.
3. SHIFT TRAFFIC AS NECESSARY TO PROVIDE ADEQUATE BUFFER SPACE FOR WORK ZONE.
4. MAINTAIN ACCESS TO ALL SIDE STREETS AND ALL DRIVEWAYS WITHIN THE PROJECT LIMITS.
5. CONSTRUCT THE COMPLETE PAVEMENT LIMITS OF PHASE 2 BEFORE STARTING PHASE 3 CONSTRUCTION.

PHASE 3 - OUTSIDE WESTBOUND LANE - BEGIN PROJECT TO STA 110+20

TRAFFIC
DONALD PRESTON DRIVE OPERATES ON TWO EASTBOUND LANES AND ONE WESTBOUND LANE FOR THE ENTIRE PROJECT LIMITS.

CONSTRUCTION

1. ADVANCE WARNING SIGNS WILL BE PLACED FOR THE PROJECT LIMITS IN ACCORDANCE WITH TMUTCD, TxDOT TRAFFIC STANDARD TCP (2-5)-18, AND AS DIRECTED BY THE CITY.
2. TRAFFIC CHANNELIZING DEVICES, BARRIERS, TEMPORARY SIGNING AND STRIPING WILL BE PLACED PRIOR TO CONSTRUCTION.
3. SHIFT TRAFFIC AS NECESSARY TO PROVIDE ADEQUATE BUFFER SPACE FOR WORK ZONE.
4. MAINTAIN ACCESS TO ALL SIDE STREETS AND ALL DRIVEWAYS WITHIN THE PROJECT LIMITS.
5. CONSTRUCT THE COMPLETE PAVEMENT LIMITS OF PHASE 3 BEFORE STARTING PHASE 4 CONSTRUCTION.

PHASE 4 - OUTSIDE EASTBOUND LANE - BEGIN PROJECT TO STA 110+20

TRAFFIC
DONALD PRESTON DRIVE OPERATES ON ONE EASTBOUND LANE AND TWO WESTBOUND LANES FOR THE ENTIRE PROJECT LIMITS.

CONSTRUCTION

1. ADVANCE WARNING SIGNS WILL BE PLACED FOR THE PROJECT LIMITS IN ACCORDANCE WITH TMUTCD, TxDOT TRAFFIC STANDARD TCP (2-5)-18, AND AS DIRECTED BY THE CITY.
2. TRAFFIC CHANNELIZING DEVICES, BARRIERS, TEMPORARY SIGNING AND STRIPING WILL BE PLACED PRIOR TO CONSTRUCTION.
3. SHIFT TRAFFIC AS NECESSARY TO PROVIDE ADEQUATE BUFFER SPACE FOR WORK ZONE.
4. MAINTAIN ACCESS TO ALL SIDE STREETS AND ALL DRIVEWAYS WITHIN THE PROJECT LIMITS.
5. CONSTRUCT THE COMPLETE PAVEMENT LIMITS OF PHASE 4 BEFORE STARTING PHASE 5 CONSTRUCTION.

PHASE 5 - INSIDE LANES - BEGIN PROJECT TO STA 110+20

TRAFFIC
DONALD PRESTON DRIVE OPERATES ON ONE EASTBOUND LANE AND ONE WESTBOUND LANE FOR THE ENTIRE PROJECT LIMITS.

CONSTRUCTION

1. ADVANCE WARNING SIGNS WILL BE PLACED FOR THE PROJECT LIMITS IN ACCORDANCE WITH TMUTCD, TxDOT TRAFFIC STANDARD TCP (2-5)-18, AND AS DIRECTED BY THE CITY.
2. TRAFFIC CHANNELIZING DEVICES, BARRIERS, TEMPORARY SIGNING AND STRIPING WILL BE PLACED PRIOR TO CONSTRUCTION.
3. SHIFT TRAFFIC AS NECESSARY TO PROVIDE ADEQUATE BUFFER SPACE FOR WORK ZONE.
4. MAINTAIN ACCESS TO ALL SIDE STREETS AND ALL DRIVEWAYS WITHIN THE PROJECT LIMITS.
5. CONSTRUCT THE COMPLETE PAVEMENT LIMITS OF PHASE 5. PLACE FINAL STRIPING FOR THE COMPLETE PAVEMENT LIMITS OF ALL PHASES.



TCP NARRATIVE			
SHEET 1 OF 1			
DATE	DESIGNED	DRAWN	CHECKED
7/25/2026	AKP	SRM	JIS
PROJECT NO.	CITY/STATE	SHEET NO.	TOTAL SHEETS
06607916	2025-RDW-01	10	10

DATE: 20260226
FILE: C:\pwworking\kimley-horn.com\2025\2025-RDW-01\TODD\TODD-TCP-NARR-01.dwg



AGENDA ITEM COMMENTARY

MEETING NAME:	City Council
MEETING DATE:	April 20, 2026
ITEM TITLE:	<p>PUBLIC HEARING: Conduct a public hearing on an amendment to the Chapter 10 Subdivision Ordinance.</p> <p><i>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.</i></p>
STAFF INITIATOR:	Tara Tomlinson, Director of Development Services

BACKGROUND:

This commentary applies to the next two agenda items:

1. Conduct a public hearing on an amendment to the Chapter 10 Subdivision Ordinance.
2. Consider and take appropriate action on Ordinance 2026-005.

Improving standards around sewer and water valve collars in development is essential to ensure long-term durability, safety, and reduced maintenance costs in municipal infrastructure. The City of Wolfforth staff wants to update the current standards that follow the Lubbock Minimum Standards by requiring 4,000 psi concrete and No. 5 rebar for manhole and valve collars, which significantly enhances structural integrity compared to weaker or inconsistently applied specifications. These higher-strength materials help collars better withstand traffic loads, soil movement, and environmental stressors, reducing the risk of premature cracking, settlement, or failure. Without consistent and rigorous standards like these, current infrastructure, specially along Cambridge, has lower-quality installations that led to cracking and settlement that could be costly to fix. Attached are the new diagrams and standards for installation.

On April 14, 2026, the Planning and Zoning Commission recommended a recommendation of approval for improved standards.

EXHIBITS:

1. Public Hearing notice
2. Photos of Cambridge

COUNCIL ACTION/STAFF RECOMMENDATION:

Hold public hearing.

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Wolfforth City Council will meet on April 20, 2026, at 6:00pm in the City Hall Meeting Room, 302 Main Street, Wolfforth Texas to hold public hearings and take public comments regarding an amendment to the Wolfforth Chapter 10 Subdivision Ordinance.

At this time and place all such persons shall have the right to appear and be heard. This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 806-855-4120, fax 806-855-4121 or email city.secretary@wolfforthtx.us for further information.







AGENDA ITEM COMMENTARY

MEETING NAME:	City Council
MEETING DATE:	April 20, 2026
ITEM TITLE:	Consider and take appropriate action on Ordinance 2026-005 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH AMENDING CITY OF WOLFFORTH CODE OF ORDINANCES BY AMENDING CHAPTER 10 SUBDIVISION REGULATION; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE.
STAFF INITIATOR:	Tara Tomlinson, Director of Development Services

BACKGROUND:

The previous item was to hold a Public Hearing to receive comments on an amendment to Chapter 10 Subdivision Ordinance.

EXHIBITS:

1. Ordinance
2. Details

COUNCIL ACTION/STAFF RECOMMENDATION:

City staff recommends approval of Ordinance 2026-005.

ORDINANCE NO. 2026-005

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH AMENDING CITY OF WOLFFORTH CODE OF ORDINANCES BY AMENDING CHAPTER 10 SUBDIVISION REGULATION; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Texas Legislature in Chapter 212 of the Local Government Code authorizes municipalities to regulate the subdividing of property and property development within its city limits and extra territorial jurisdiction;

WHEREAS, the Wolfforth City Council adopted the current subdivision regulations in Ordinance No. 2024-010 on April 15, 2024;

WHEREAS, the Planning and Zoning Commission held on April 14, 2026, regarding the amendment to the water and sewer requirements in the subdivision ordinance; and

WHEREAS, the City Council held a public hearing on April 20, 2026, regarding the amendment to the water and sewer requirements in the subdivision ordinance; and

WHEREAS, the City published notice on April 10, 2026 in the Lubbock-Avalanche for April 20, 2026 public hearing; and

WHEREAS, the City Council believes it is in the best interest of the City to amend the subdivision regulations regarding manholes and buried vertical gate valves.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WOLFFORTH TEXAS, THAT:

Part 1. Enacted.

THAT Chapter 10, Article 10.10 of the City of Wolfforth Code of Ordinances is hereby amended by amending § 10.10.004 Water and Sewer, which shall read as follows:

**ARTICLE 10.10
IMPROVEMENTS REQUIRED PRIOR TO ACCEPTANCE OF FINAL PLAT**

§ 10.10.004. Water and sewer.

- (a) Water and sewer mains shall be installed to serve all lots within the proposed subdivision under the provisions of chapter 13 of this code and shall be constructed, with the exception of the design standards set forth in subsection (e) of the Section, in compliance with the City of Lubbock Minimum Design Standards and Specifications . A copy of the City of Lubbock Minimum Design Standards and Specifications and any exceptions will be kept on file in the office of the city

secretary under the supervision of the city engineer.

- (b) Installation of water and sewer shall not be required when the city council finds that water and sewer is not available and cannot be made available in the immediate future. In such cases, a delay of services should be requested by the subdivider when the final plat is submitted.
- (c) A building permit shall not be issued on a platted lot or tract, or any portion authorized under the procedure in section 10.03.002(b), until such time as water and sanitary sewer service has been installed and is operational as determined by the City Engineer or an exception is allowed under the provisions of this section.
- (d) The location of the water meter and meter can for water service shall be placed within 10 feet of the side property line and 1 foot from the rear property line. The sewer stub service line shall be placed at the centerline of the lot (+-) 5 feet.
- (e) The following design specifications and drawings are adopted as part of the water and sewer main minimum design standards and specifications. If there is any conflict between the standards and specifications adopted in this subsection (e) and the City of Lubbock Minimum Design Standards and Specifications, the standards and specifications in this subsection (e) shall control.
 - (1) Drawing No. SS-5b – Fiberglass Manhole – issued in March 2026.
 - (2) Drawing No. W-8 – Buried Vertical Gate Valve Detail – issued March 2026.

Part 2. Severability.

If any section, sub-section, clause, phrase or portion of this Ordinance shall be held unconstitutional or invalid by a court of competent jurisdiction, such section, sub-section, sentence, clause, phrase or portion shall be deemed to be separate, distinct and independent provision and such invalidity shall not affect the validity of the remaining portion.

Part 3. Repeal.

All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict.

Part 4. Open Meetings.

That it is hereby officially found and determined that the meeting at which this Ordinance is passed was open to the public as required and that the public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551, Texas Government Code.

Part 5. Effective Date.

This Ordinance shall take effect immediately upon its passage and adoption by the City Council.

PASSED AND APPROVED ON THIS THE 20th day of April 2026.

Ordinance No. 2026-005: Water and Sewer Design Specifications

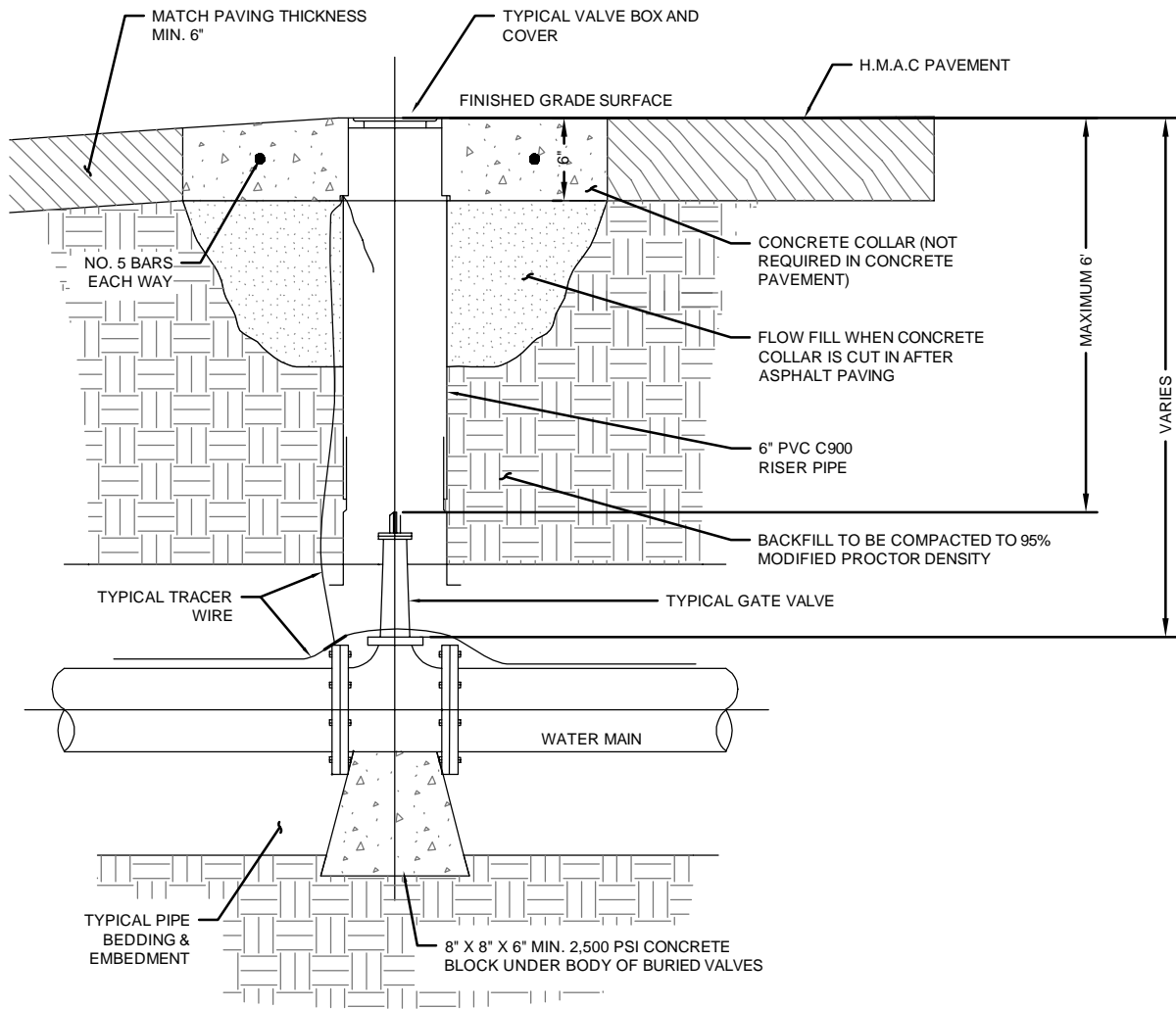
Page 2 of 3

Charles Addington, II, Mayor
City of Wolfforth, TX

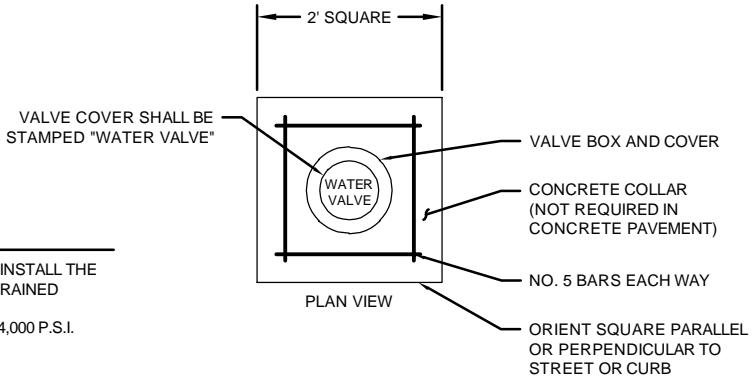
ATTEST:

Terri Robinette, City Secretary

DRAFT



- NOTES:**
1. TREAT EACH SIDE OF VALVE AS A DEAD END OF EQUAL SIZE. INSTALL THE CORRESPONDING LENGTH (FOR A DEAD END) OF FULLY RESTRAINED PIPE THE FULL DISTANCE ON EACH SIDE OF VALVE
 2. CONCRETE SUPPORT CRADLE AND SUPPORT PAD SHALL BE 4,000 P.S.I. CONCRETE
 3. POLYWRAP BURIED GATE VALVES AND FITTINGS.
 4. TORQUE BOLTS PRIOR TO BACKFILL PER MANUFACTURERS RECOMMENDATIONS.
 5. TOP OF VALVE NUT SHALL BE LESS THAN 6 FEET FROM FINISHED GRADE. IF MORE THAN 6 FEET, INSTALL EXTENSION SO THAT TOP OF NUT IS LESS THAN 6 FEET FROM FINISHED GRADE.
 6. SET COVER OF VALVE BOX AND COLLAR $\frac{1}{4}$ " BELOW GRADE IN PAVEMENT OR SHOULDER, AND 2" ABOVE GRADE ELSEWHERE.



BURIED VERTICAL GATE VALVE DETAIL

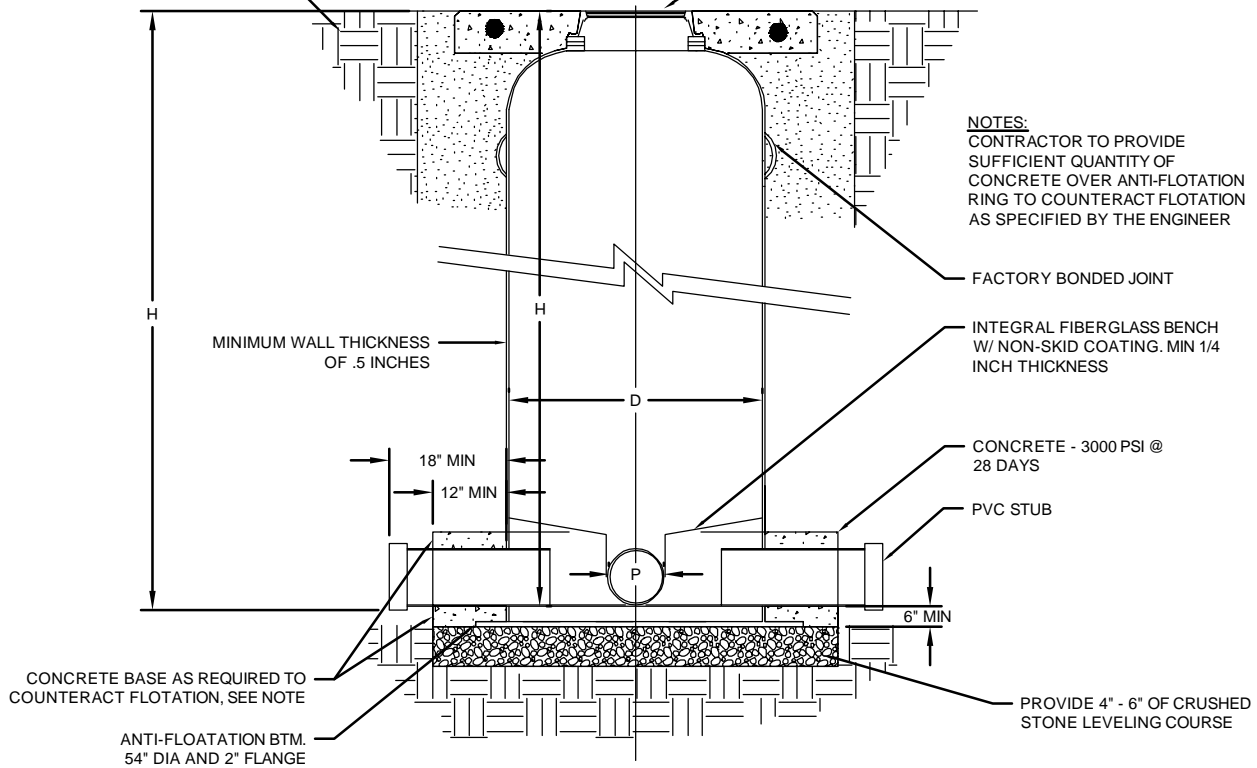


ISSUED
MARCH 2026

DRAWING NO.
W-8

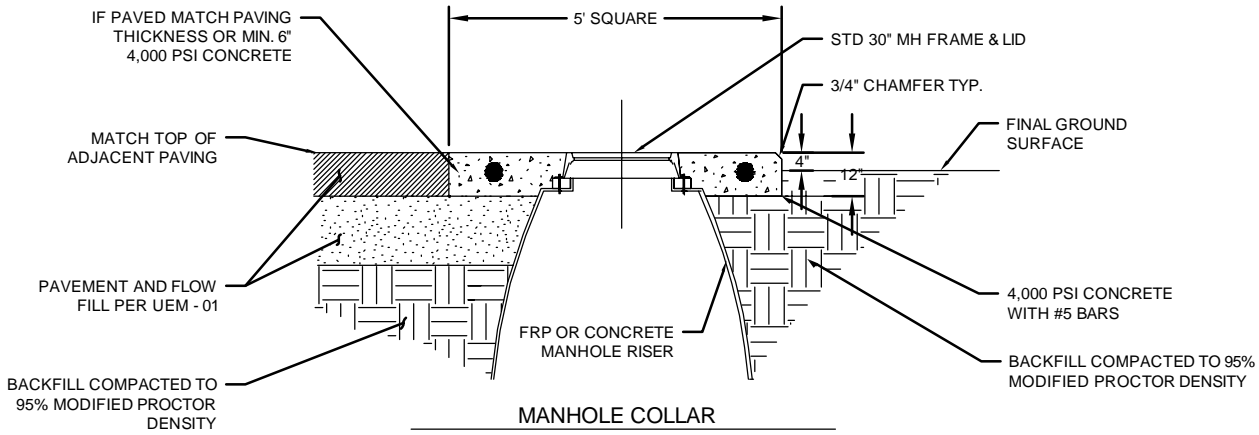
BACKFILL COMPACTED TO 95%
MODIFIED PROCTOR (ASTM D-1557)

SEE MANHOLE COLLAR DETAIL



NOTES:
CONTRACTOR TO PROVIDE
SUFFICIENT QUANTITY OF
CONCRETE OVER ANTI-FLOTATION
RING TO COUNTERACT FLOTATION
AS SPECIFIED BY THE ENGINEER

FIBERGLASS MANHOLE



H	P	D
4' TO 16'	6" TO 15"	MIN. 48"
	18" & OVER	MIN. 60"
16' & DEEPER	ALL SIZES	MIN. 60"

FIBERGLASS MANHOLE



ISSUED
MARCH 2026

DRAWING NO.
SS-5b



AGENDA ITEM COMMENTARY

Item # 11.

MEETING NAME:	City Council
MEETING DATE:	April 20, 2026
ITEM TITLE:	Consider and take appropriate action on preliminary plat for Cityside Business Park Tract 3 and 4.
STAFF INITIATOR:	Tara Tomlinson, Director of Development Services

BACKGROUND:

A preliminary plat has been submitted for two lots in an industrially zoned area. The plat proposes the creation of two lots intended for industrial warehouse development consistent with existing uses in the surrounding area.

The plat has been reviewed by City staff and third-party consultants and meets the City's ordinances for approval, subject to the attached conditions. In accordance with the City of Wolfforth Code of Ordinances, approval by the Planning and Zoning Commission confirms that the plat complies with all applicable requirements.

On April 14, 2026, the Planning and Zoning Commission provided an additional comment requiring the inclusion of a previously established waterline easement along Tract 4. A drainage analysis was also reviewed separately by third-party engineers.

EXHIBITS:

1. Preliminary Plat

COUNCIL ACTION/STAFF RECOMMENDATION:

City staff recommends approval of preliminary plat Cityside Business Park Tract 3 and 4.



AGENDA ITEM COMMENTARY

MEETING NAME: City Council
MEETING DATE: April 20, 2026
ITEM TITLE: Consider and take appropriate action on final plat for Overlook at Alcove Lots 85-168.
STAFF INITIATOR: Tara Tomlinson, Director of Development Services

BACKGROUND:

The attached plat has been reviewed by staff and third parties and meets the City’s ordinances for approval with attached recommendations. Per City of WolfForth’s Code of Ordinances, approval by Planning and Zoning Commission shows that the plat meets all ordinances. Public infrastructure will be accepted by City Engineer at another date.

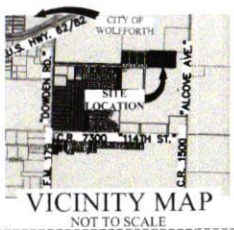
EXHIBITS:

- 1. Plat

COUNCIL ACTION/STAFF RECOMMENDATION:

City staff recommends approval of the final plat for Overlook at Alcove Lots 85-168.

THE OVERLOOK AT ALCOVE, LOTS 85 THROUGH 168, AN ADDITION TO THE CITY OF WOLFORTH, LUBBOCK COUNTY, TEXAS

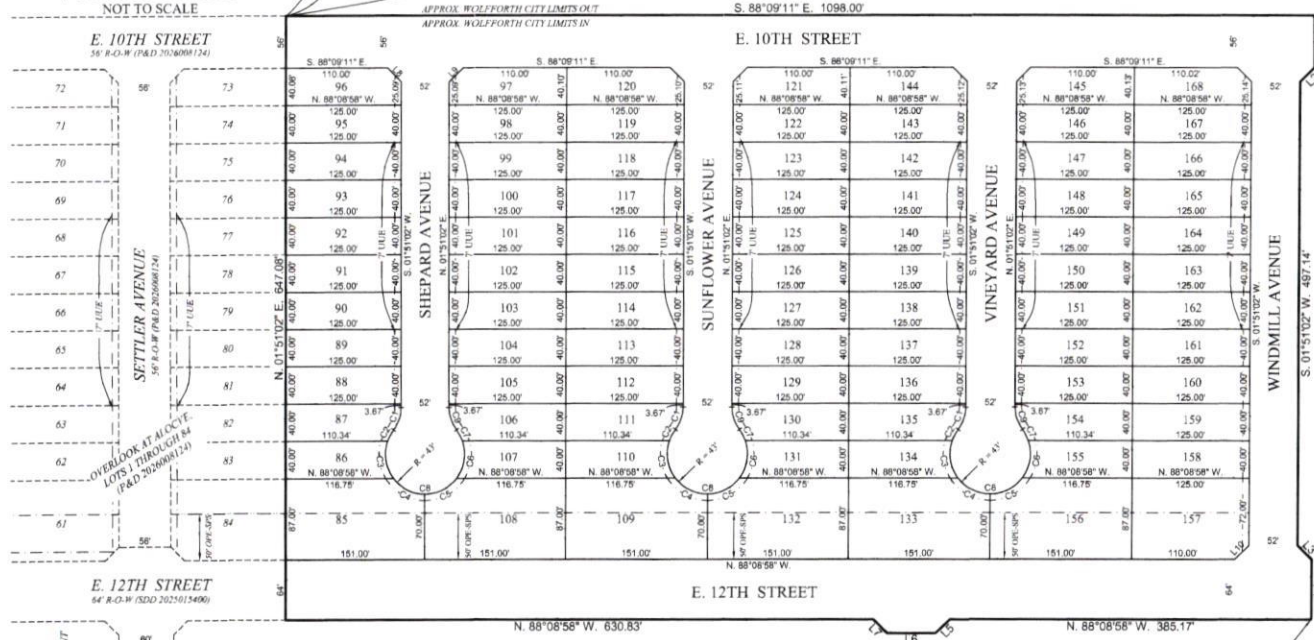


THE NORTHEAST CORNER OF SECTION 24, BLOCK AK BEARS N. 01°51'02" E. 2119.02' AND S. 88°07'38" E. 1575.84'

POINT OF BEGINNING
NORTHING: 7,246,180.01
EASTING: 902,728.85

NOT PLATTED
REMAINDER OF 122.866 ACRES
OWNER: LINDA LEE WENDLAND ET AL.
(CCFN 2022044189 & 2022044190)

NOT PLATTED
21.1758 ACRES
OWNER: M2D2, LLC.
(CCFN 2019011018)



- NOTES:
1. HEAVY LINES INDICATE PLAT LIMITS.
 2. ALL STREETS, ALLEYS, AND EASEMENTS WITHIN PLAT LIMITS ARE HEREIN DEDICATED, UNLESS NOTED OTHERWISE.
 3. NO BUILDING PERMIT SHALL BE ISSUED ON ANY SURVEY CERTIFICATE THAT IS NOT IN ACCORDANCE WITH AN APPROVED FINAL PLAT UNLESS AN EXCEPTION IS PROVIDED BY THE CITY COUNCIL POLICY OR BY THE CITY OF WOLFORTH CODE OF ORDINANCES.
 4. THE STREET FRONTAGE PROVIDING PRIMARY ACCESS TO ANY DOUBLE FRONTAGE RESIDENTIAL LOT SHALL BE THE LESSER DESIGNATION OF THE (2) STREETS INVOLVED 39.04.009(D).
 5. ALL UTILITY SERVICE SHALL BE IN ACCORDANCE WITH THE "UNDERGROUND UTILITIES POLICY" STATEMENT BY THE CITY COUNCIL OF THE CITY OF WOLFORTH, TEXAS AND THE PROVISIONS OF SECTION 15.08.095 OF THE CITY OF WOLFORTH CODE OF ORDINANCES.
 6. ANY RELOCATION OR REVISION OF EXISTING FACILITIES SHALL BE THE SUBDIVIDER'S EXPENSE. COMPENSATION SHALL BE MADE PRIOR TO RECORDING OF THIS FINAL PLAT.
 7. ALL EXISTING OR PROPOSED UTILITY SERVICES TO AND ON TRACTS INDICATED BY THIS PLAT SHALL BE CONTAINED IN THE PUBLIC RIGHT-OF-WAY AND PUBLIC OR PRIVATE UTILITY EASEMENTS. UTILITY SERVICE INSTALLATION REQUESTED AT A FUTURE DATE AND NOT WITHIN AN EASEMENT INDICATED BY THIS PLAT, SHALL BE WITHIN A PROPER UTILITY EASEMENT GRANTED BY THE OWNER OF SAID PROPERTY BY SEPARATE RECORDED INSTRUMENT PRIOR TO THE PROVISION OF SUCH SERVICE. SUCH EASEMENTS SHALL BE AT THE EXPENSE OF THE ENTITY REQUESTING SUCH INSTALLATION.
 8. ALL EASEMENTS HEREBY GRANTED SHALL ENTITLE THE CITY OR THE UTILITY COMPANY USING SUCH EASEMENTS TO THE RIGHT TO REMOVE, REPAIR OR REPLACE ANY LINES, PIPES, CONDUITS, OR POLES WITHIN SUCH EASEMENTS AS MAY BE DETERMINED BY THE CITY OR UTILITY COMPANY WITHOUT THE CITY OR UTILITY COMPANY BEING RESPONSIBLE OR LIABLE FOR THE REPLACEMENT OF IMPROVEMENTS, PAVING OR SURFACING OF THE EASEMENT NECESSITATED BY SUCH REPAIR, REMOVAL, OR REPLACEMENT. EASEMENTS DESIGNATED OR INTENDED FOR VEHICULAR PASSAGE (UTILITY AND EMERGENCY) OR PEDESTRIAN ACCESS SHALL NOT BE FENCED OR OTHERWISE OBSTRUCTED.
 9. ANY EASEMENTS OR RIGHTS-OF-WAY SHOWN AS "BY SEPARATE INSTRUMENT" ARE SHOWN ON THE PLAT FOR INFORMATION PURPOSES ONLY. THIS PLAT DOES NOT DEDICATE SAID EASEMENTS.
 10. MINIMUM FLOOR ELEVATIONS SHALL CONFORM TO THE REQUIREMENTS OF THE CITY DRAINAGE DESIGN MANUAL AND SECTION 3.09.020 OF THE CITY OF WOLFORTH CODE OF ORDINANCES.
 11. UNDERGROUND UTILITY EASEMENTS, ALONG RIGHT-OF-WAY LINES, SHALL ALLOW FOR NECESSARY SURFACE APPURTENANCES. ALL SURFACE APPURTENANCES SHALL BE LOCATED AT THE SIDE LOT LINE SO AS NOT TO INHIBIT PEDESTRIAN AND/OR VEHICULAR ACCESS.

CCFN = COUNTY CLERK'S FILE NUMBER
P&D = COUNTY CLERK'S PLAT AND DEDICATION NUMBER
DRE = DRAINAGE EASEMENT
R-O-W = RIGHT-OF-WAY
OPE = OVERHEAD POWER LINE EASEMENT
SPS = SOUTHWESTERN PUBLIC SERVICE CO.
SPEC = SOUTH PLAINS ELECTRIC COOPERATIVE
WLE = WATER LINE EASEMENT
LUE = UNDERGROUND UTILITY EASEMENT (SEE NOTE 10)

ALL CORNERS ARE MONUMENTED WITH A 1/2" IRON ROD WITH CAP MARKED "AMD ENGINEERING" UNLESS OTHERWISE SPECIFIED.
BEARINGS AND COORDINATES SHOWN HEREON ARE RELATIVE TO THE TEXAS COORDINATE SYSTEM OF 1983 (2011), TEXAS NORTH CENTRAL ZONE, AS DETERMINED BY A POINT OF ORIGIN LOCATED AT NORTHING: 7,245,217.57 AND EASTING: 899,519.77. THE CONVERGENCE ANGLE TO TRUE NORTH IS (-01° 54' 48.24" AND THE COMBINED SCALE FACTOR IS 0.99974921.
DISTANCES SHOWN HEREON ARE AT SURFACE, IN U.S. SURVEY FEET.
THESE PLAT LIMITS CONTAIN 16.15 ACRES OF LAND.
DESCRIPTION OF THESE PLAT LIMITS ARE ON A SEPARATE DOCUMENT, OF SAME DATE HEREWITH.

APPROVED THIS _____ DAY OF _____, 20____
BY THE CITY COUNCIL OF THE CITY OF WOLFORTH, TEXAS.

MAYOR _____
ATTEST: _____
CITY SECRETARY _____

KNOW ALL MEN BY THESE PRESENTS:
THAT I, LANDON MERRITT, REGISTERED PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT I PREPARED THIS PLAT FROM AN ACTUAL AND ACCURATE SURVEY OF THE LAND AND THAT THE CORNER MONUMENTS AND/OR OTHER CONTROL SHOWN THEREON WERE PROPERLY PLACED UNDER MY PERSONAL SUPERVISION, IN ACCORDANCE WITH THE SUBDIVISION REGULATIONS OF THE CITY OF WOLFORTH, TEXAS.

PLAT FOR REVIEW
3/19/2026 @ 2:40 PM

REGISTERED PROFESSIONAL LAND SURVEYOR # 6466
LUBBOCK, TEXAS
SURVEYED: DATE _____

SECTION 24, BLOCK AK, H.E. & W.T. RR. CO. ABSTRACT NO. 885

AMD Engineering, LLC
6515 68th Street, Suite 300
Lubbock, TX 79424
Phone: 806-771-5976
Fax: 806-771-7625
TBPELS Reg. # 10178500

Accuracy - Efficiency - Integrity

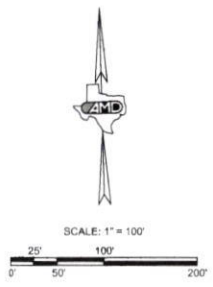
PROPERTY OWNER: OVERLOOK LAND GROUP, LLC.
ADDRESS: P.O. BOX 53417, LUBBOCK, TEXAS 79453
PHONE: 806-781-7928
JOB NUMBER: 251099 ©2026 ALL RIGHTS RESERVED

LINE	BEARING	DISTANCE
L8	S. 43°09'04" E.	21.21'
L9	N. 46°50'56" E.	21.21'
L10	S. 46°51'02" W.	21.21'

RADIUS POINT	NORTHING	EASTING
RP1	7,245,705.42	902,864.56
RP2	7,245,695.67	903,166.33
RP3	7,245,685.92	903,468.09

LINE	BEARING	DISTANCE
L1	S. 01°50'49" W.	56.00'
L2	S. 46°50'56" W.	21.21'
L3	S. 43°08'58" E.	21.21'
L4	S. 01°51'02" W.	64.00'
L5	S. 46°51'02" W.	21.21'
L6	N. 88°08'58" W.	52.00'
L7	N. 43°08'58" W.	21.21'

CURVE	RADIUS	ARC LENGTH	DELTA ANGLE	CHORD LENGTH	CHORD BEARING	RADIUS POINTS
C1	40.00'	26.00'	37°19'40"	25.60'	S. 20°30'52" W.	-
C2	43.00'	13.75'	18°19'37"	13.70'	S. 30°00'53" W.	RP1, RP2, RP3
C3	43.00'	42.98'	56°12'16"	40.51'	S. 07°15'04" E.	RP1, RP2, RP3
C4	43.00'	39.62'	52°47'47"	38.24'	S. 61°45'05" E.	RP1, RP2, RP3
C5	43.00'	39.62'	52°47'47"	38.24'	N. 65°27'09" E.	RP1, RP2, RP3
C6	43.00'	42.98'	56°12'16"	40.51'	N. 10°57'07" E.	RP1, RP2, RP3
C7	43.00'	13.75'	18°19'37"	13.70'	N. 26°18'49" W.	RP1, RP2, RP3
C8	43.00'	191.12'	254°39'19"	68.39'	S. 88°08'58" E.	RP1, RP2, RP3
C9	40.00'	26.00'	37°19'40"	25.60'	N. 16°48'48" W.	-





AGENDA ITEM COMMENTARY

MEETING NAME:	City Council
MEETING DATE:	April 20, 2026
ITEM TITLE:	Consider and take appropriate action on Ordinance 2026-006 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, AMENDING ORDINANCE NO. 521 BY CHANGING THE FRANCHISE FEE FROM 4% TO 5% OF WEST TEXAS GAS UTILITY, LLC.'S GROSS RECEIPTS DERIVED FROM THE SALE, TRANSPORTATION, AND DISTRIBUTION OF NATURAL GAS WITH THE WOLFFORTH CITY LIMITS; PROVIDING FOR THE REPEAL OF PORTIONS OF ORDINANCE NO. 521 AND OTHER ORDINANCES OR PORTIONS OF ORDINANCES IN CONFLICT THEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.
STAFF INITIATOR:	Randy Criswell, City Manager

BACKGROUND:

As directed, staff have successfully negotiated a change to the West Texas Gas franchise agreement to increase the franchise fee from 4% to 5%. This is now consistent with the Atmos franchise, making the fee consistent city-wide.

Ordinance 2026-006 has been prepared to formally adopt the amendment to the franchise and is recommended for adoption.

EXHIBITS:

Ordinance

COUNCIL ACTION/STAFF RECOMMENDATION:

Adopt Ordinance 2026-006 amending West Texas Gas franchise fee

ORDINANCE 2026-006

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, AMENDING ORDINANCE NO. 521 BY CHANGING THE FRANCHISE FEE FROM 4% TO 5% OF WEST TEXAS GAS UTILITY, LLC.'S GROSS RECEIPTS DERIVED FROM THE SALE, TRANSPORTATION, AND DISTRIBUTION OF NATURAL GAS WITH THE WOLFFORTH CITY LIMITS; PROVIDING FOR THE REPEAL OF PORTIONS OF ORDINANCE NO. 521 AND OTHER ORDINANCES OR PORTIONS OF ORDINANCES IN CONFLICT THEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on May 20, 2019, the City Council of the City of Wolfforth adopted Ordinance No. 521 establishing the terms of the franchise agreement between West Texas Gas Utility, LLC. and the City of Wolfforth;

WHEREAS, in Section 4.1, establishes the procedure for increasing the Franchise Fee;

WHEREAS, the City desires to increase the franchise fee from 4% to 5% with the first payment of the 5% fee being in the second quarter of 2026; and

WHEREAS, the Council finds that the increase in the franchise fee to 5% is necessary and proper for the good government of the City to change the franchise fee established in Ordinance No. 521 from 4% to 5%.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS THAT:

Part 1. Enacted.

THAT Ordinance No. 521 is hereby amended by amending Section 4.1(a) to change the franchise fee from four percent (4%) of WTG's gross receipts derived from the sale, transportation, and distribution by WTG of natural gas within the city limits during the preceding calendar quarter to five percent (5%) of WTG's gross receipts derived from the sale, transportation, and distribution by WTG of natural gas within the city limits during the preceding calendar quarter.

Part 2. Severability

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this Ordinance be severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this ordinance, and the remainder of this Ordinance shall be enforced as written.

Part 3. Repealing Clause

All provisions in Ordinance No. 521 or any other ordinance or portion of an ordinance in conflict with the provisions of this Ordinance shall be and are hereby repealed, and all other provisions not in conflict with the provisions of this Ordinance shall remain in full force and effect.

Part 4. Open Meetings

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code and Chapter 52 of the Texas Local Government Code.

Part 5. Effective date

This Ordinance shall be in force and effect upon its passage and approval.

PASSED AND ADOPTED on this the 20th day of April 2026.

Charles Addington, II, Mayor
City of Wolfforth, Texas

ATTEST:

Terri Robinette, City Secretary



AGENDA ITEM COMMENTARY

MEETING NAME:	City Council
MEETING DATE:	April 20, 2026
ITEM TITLE:	Consider and take appropriate action on second presentation of Library Master Plan Phase 1
STAFF INITIATOR:	Randy Criswell, City Manager

BACKGROUND:

Several weeks ago, Phase 1 of the Library Master Plan was presented to you by our outside library consultant, 720 Design Inc. The information was expansive, recommendations were expensive, and you directed staff to return later with a more concise, more “drilled down” approach to the Plan for more discussion.

Per that request, Kimberly has compiled a revised presentation and a report that addresses things her and I have discussed. Our objective is to provide you with information that supplements the original report, painting a clearer picture of exactly who uses the library, who pays for the library, and what we need to consider moving forward.

A link to the original Master Plan is here for anyone who may want to review it again.

EXHIBITS:

Report from Kimberly Brantley

Link to original Library Master Plan

COUNCIL ACTION/STAFF RECOMMENDATION:

Receive report, provide additional directions.



720 design

CITY OF WOLFFORTH LIBRARY

Master Plan Summary Presentation

April 20, 2026

Item # 14.



About 720

720 design Inc. is a boutique planning, architecture and interior design firm devoted to the development of modern library spaces where communities can gather to learn, play, dream, and explore.



Have completed over 350 library projects completed across the country. Bring a wealth of knowledge, lessons learned and expertise to each unique library project.



Our Team

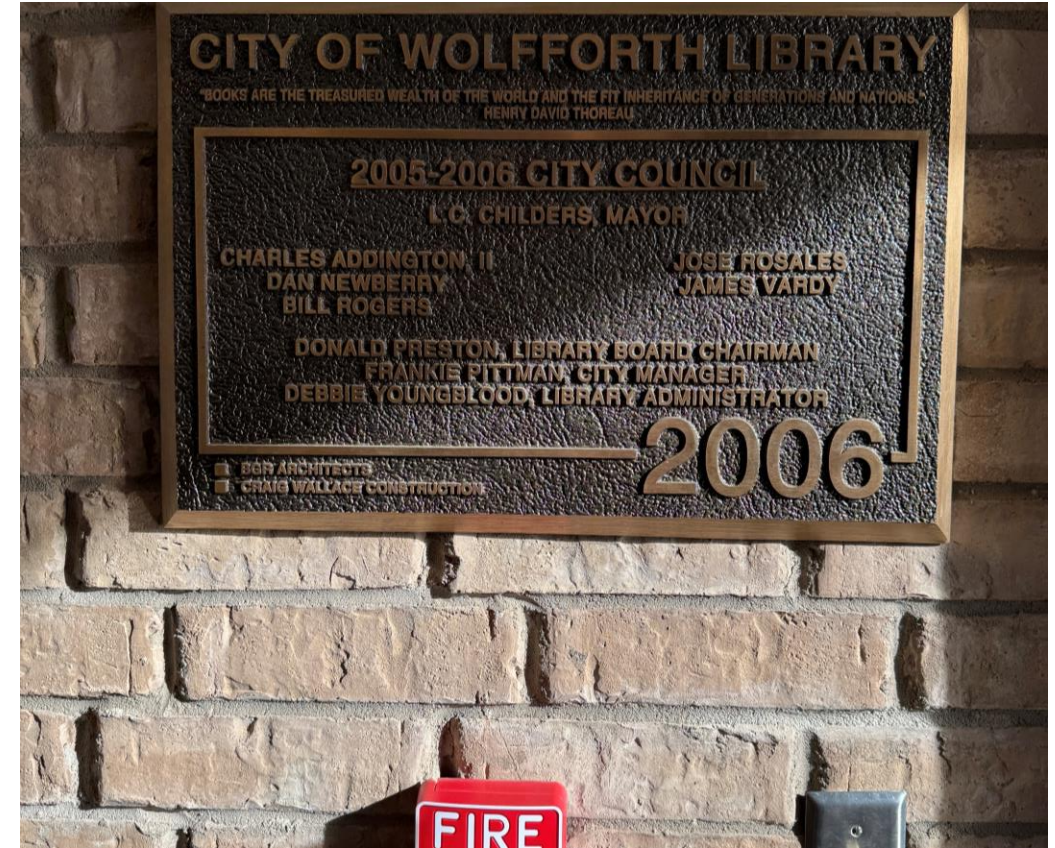


Mia



Maureen

Existing Context: Building



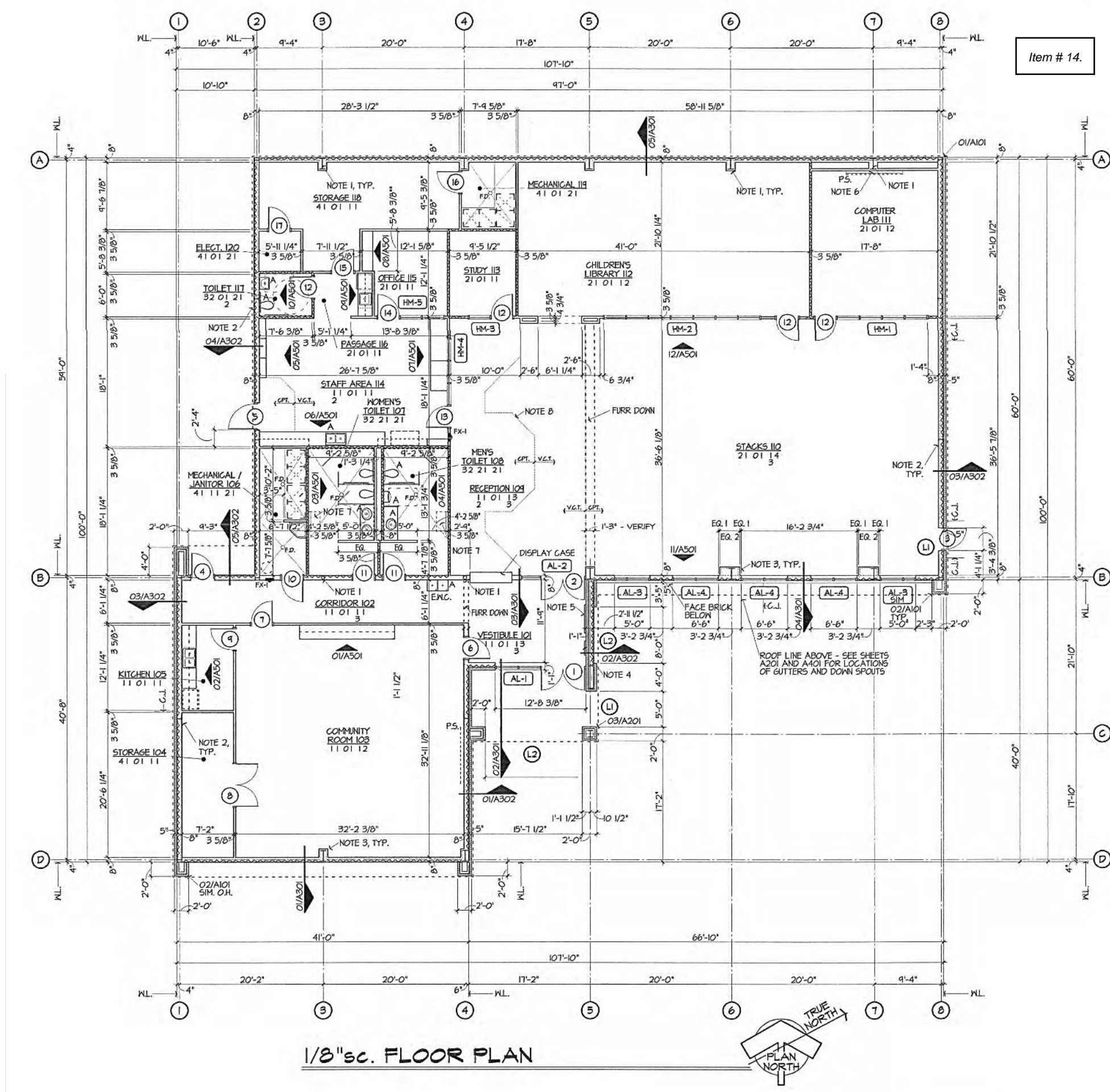
Architecture, Site, and Building Systems

Key facts:

- 7,800 SF building, built in 2006
- Good condition for an addition

“ Our family loves this library! We appreciate all the programs they have introduced for all ages. The staff is so welcoming and helpful.”

- STATEMENT FROM ONLINE SURVEY



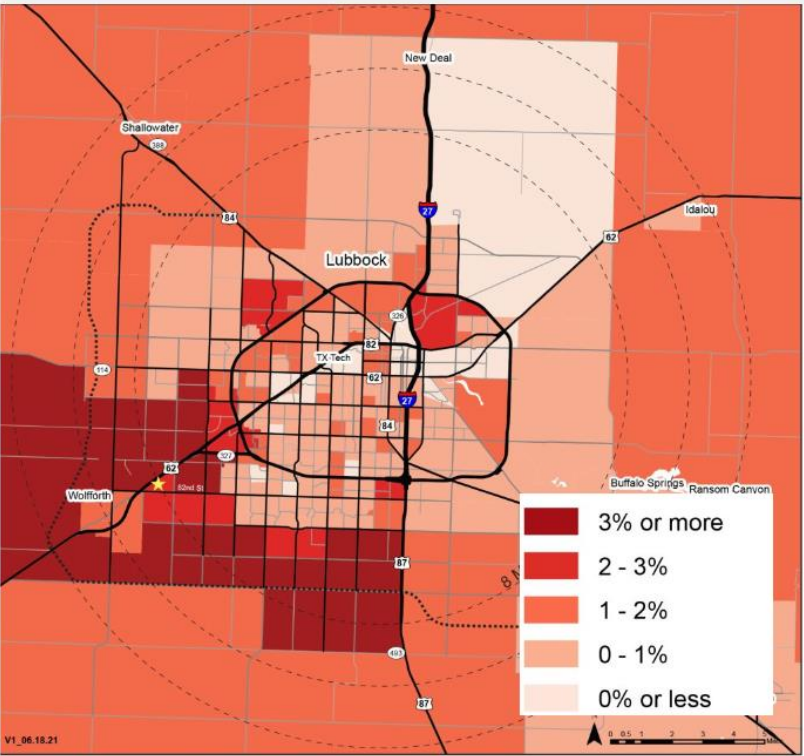
Item # 14.

Population Growth

Planning Department Estimated Population Growth – Wolfforth City Limits

Year	Connections	Annual Growth Rate	Estimated Population (2.6 people/connection)
2025	3,746	-	9,739
2030	5,621	8.46%	14,614
2035	7,496	5.93%	19,489
2040	8,996	3.72%	23,389

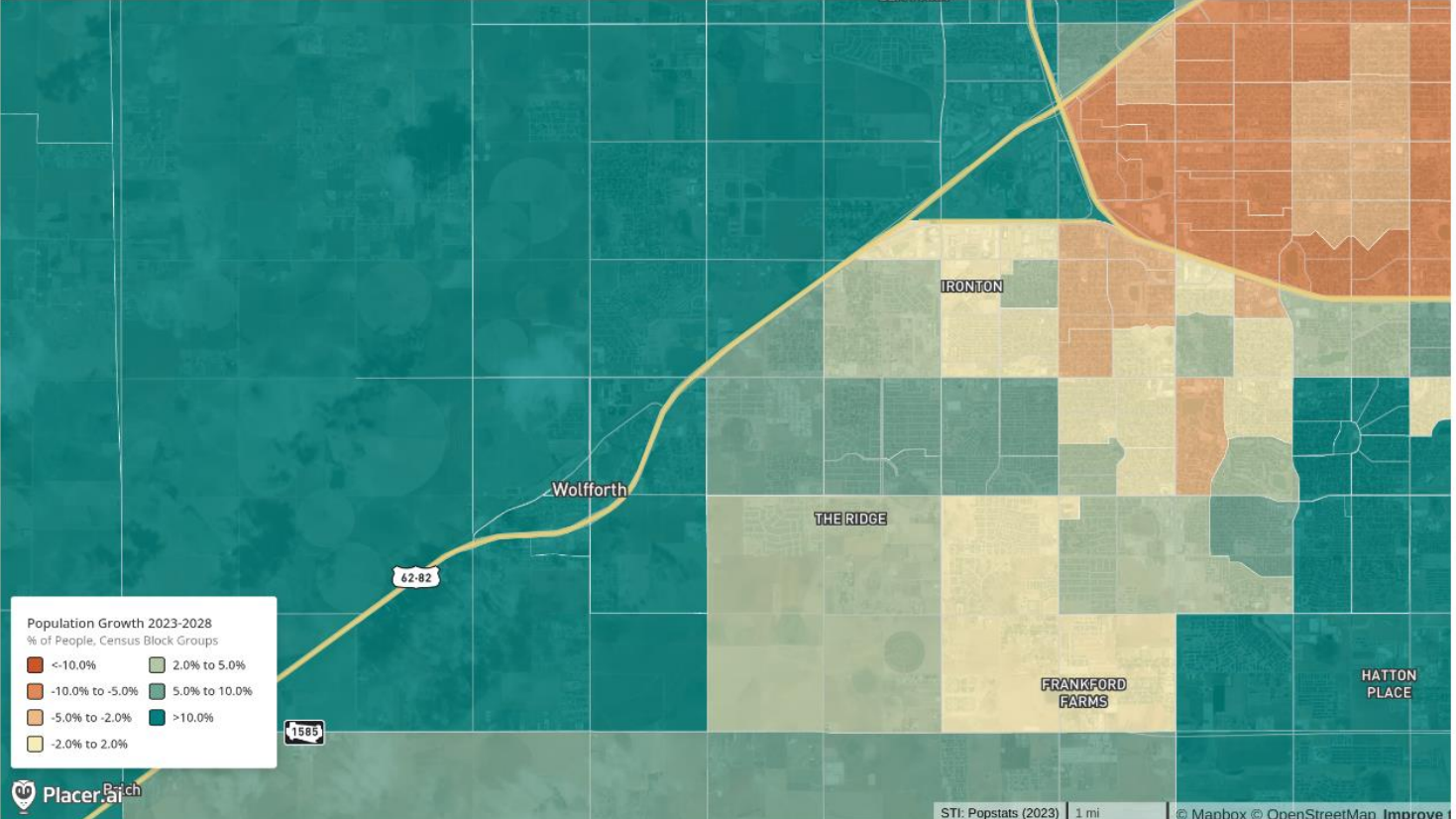
Past Population Growth



Planned Developments

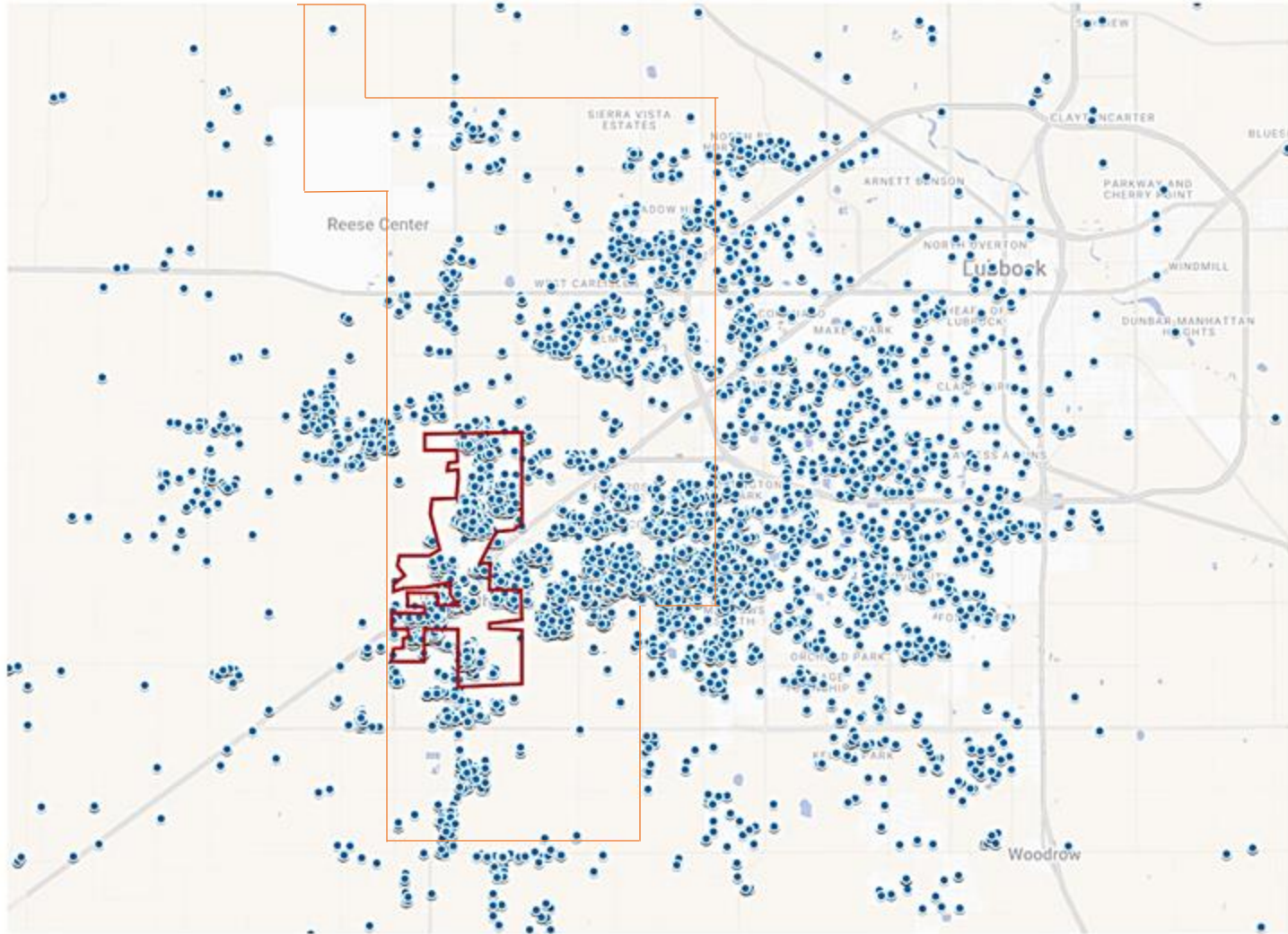


Future Population Growth

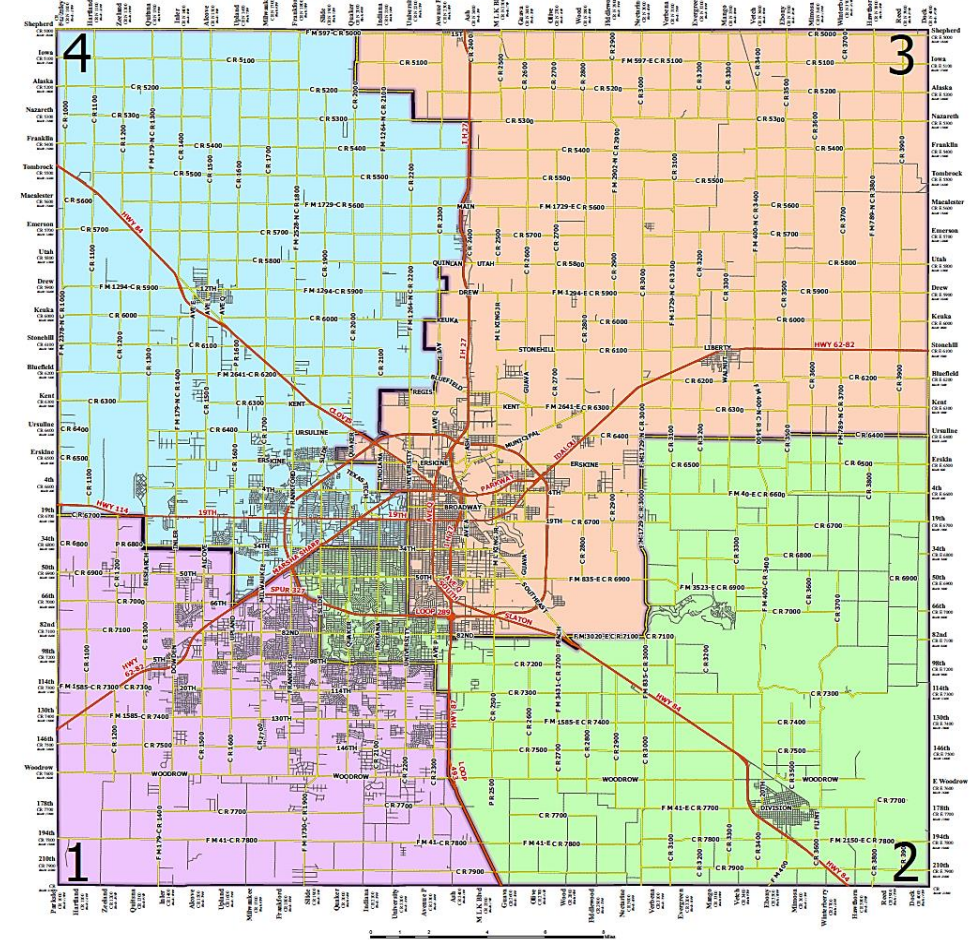


Defining Service Population

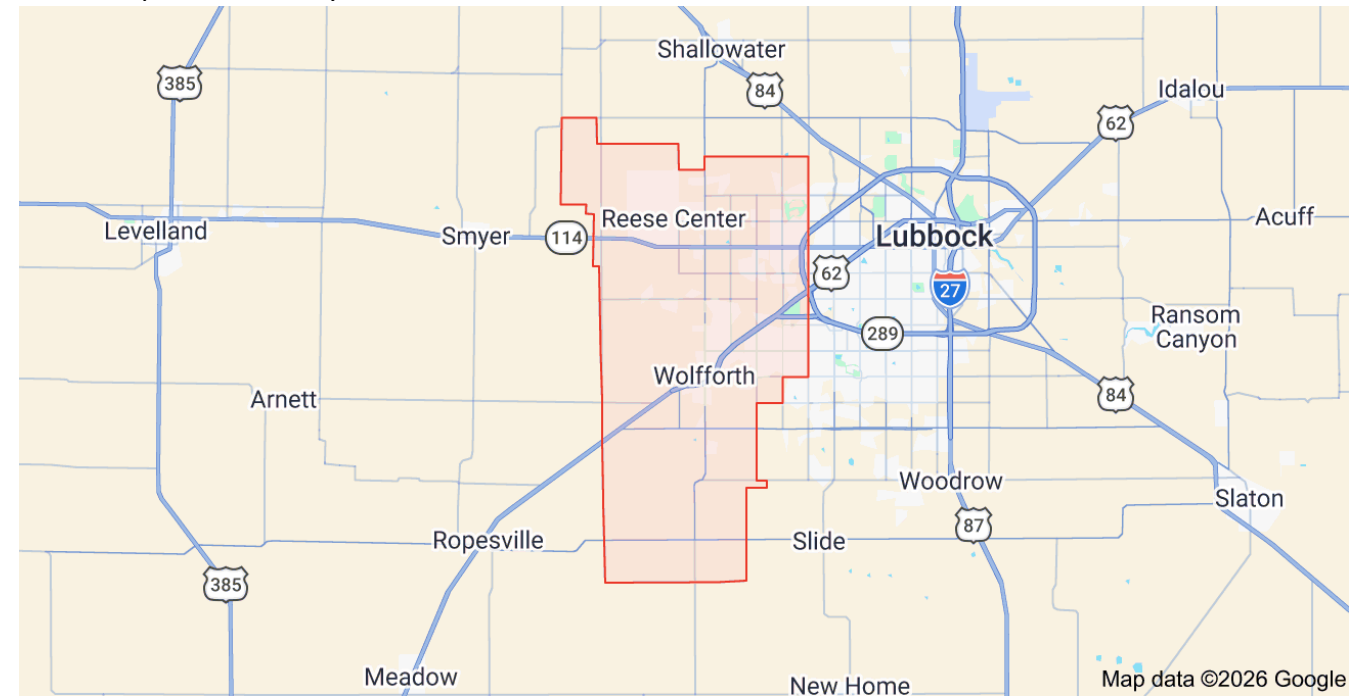
Library Cardholders in relation to City Boundary



Lubbock County Commissioner and Justice of the Peace Precincts

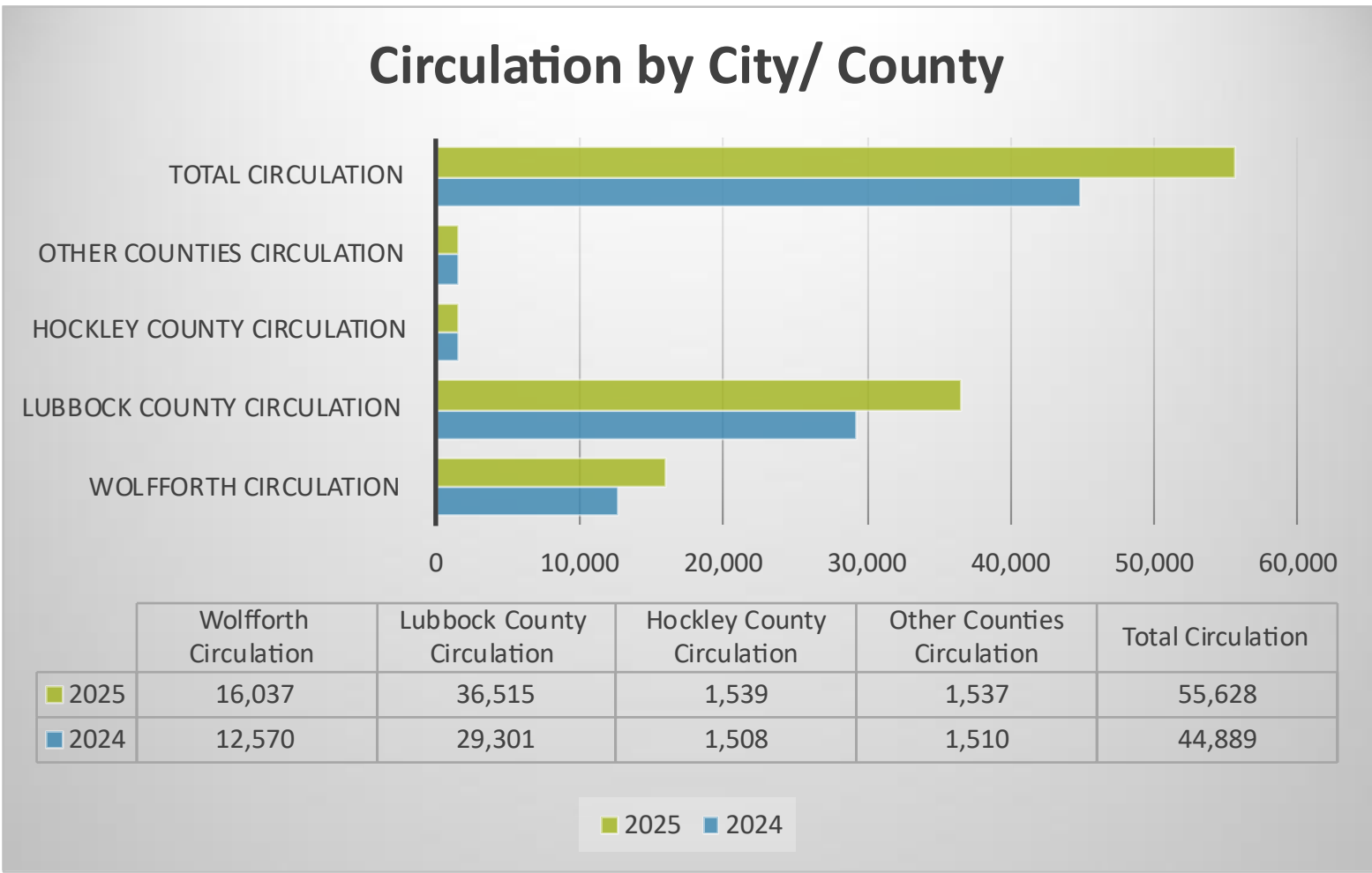
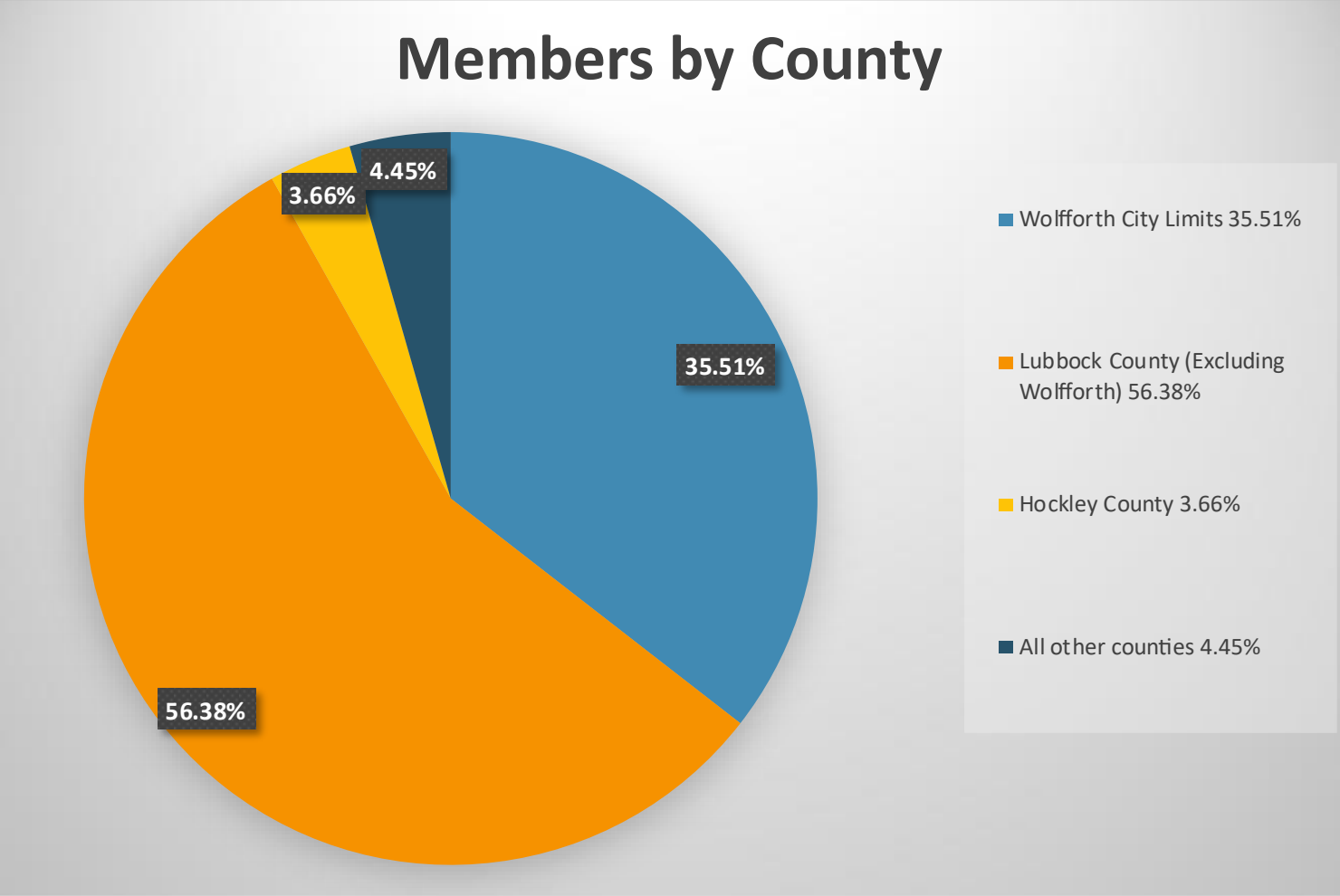


Frenship ISD Boundary



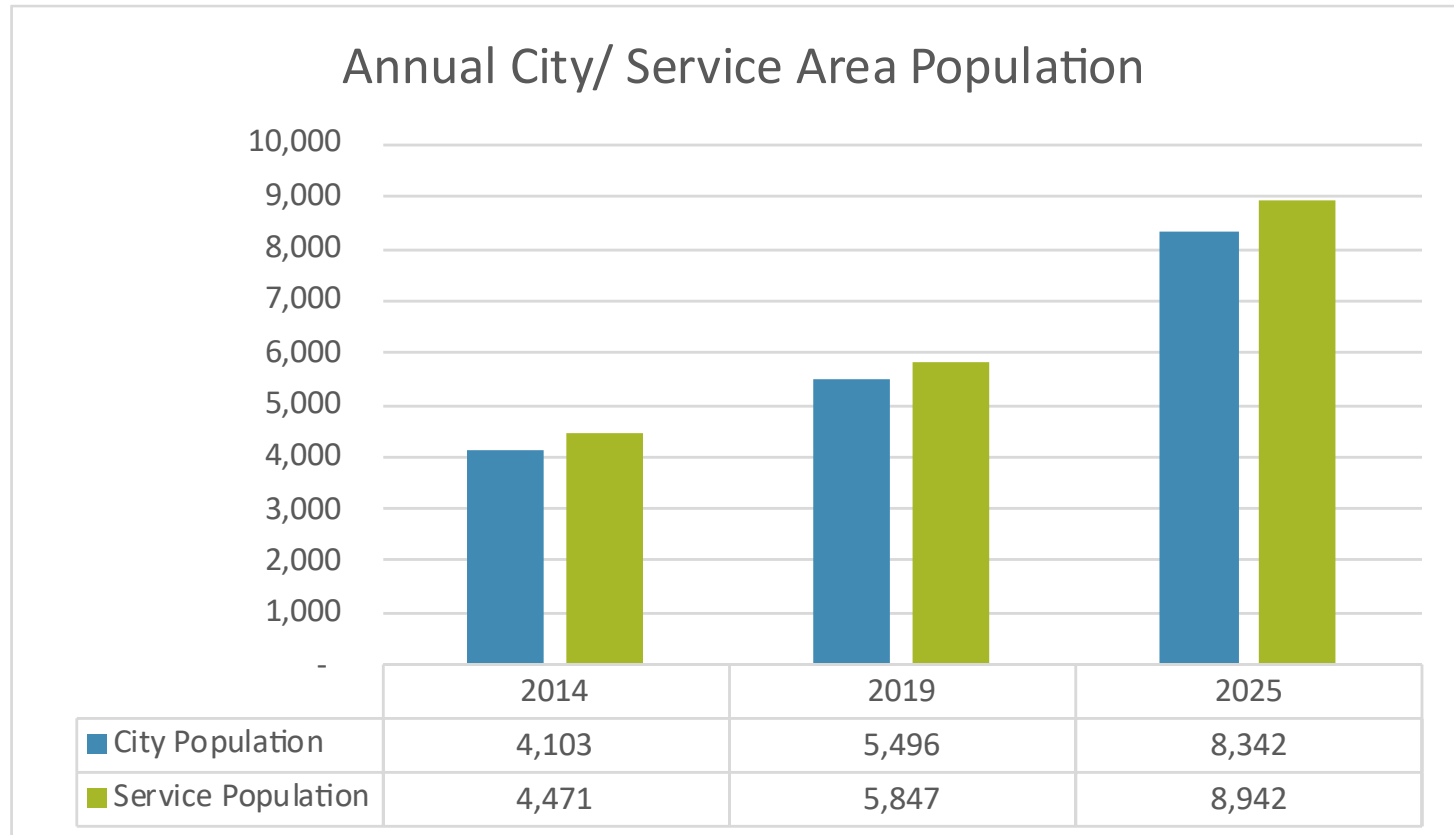
User Demographics (PLACER.AI for 2025)

Median Income	\$72.8K
Bachelor Degree or Higher	33.7% (12.3% have advanced degrees)
Unemployed	3.4%
SNAP Households	11.3%
"Family Households"	64.3%

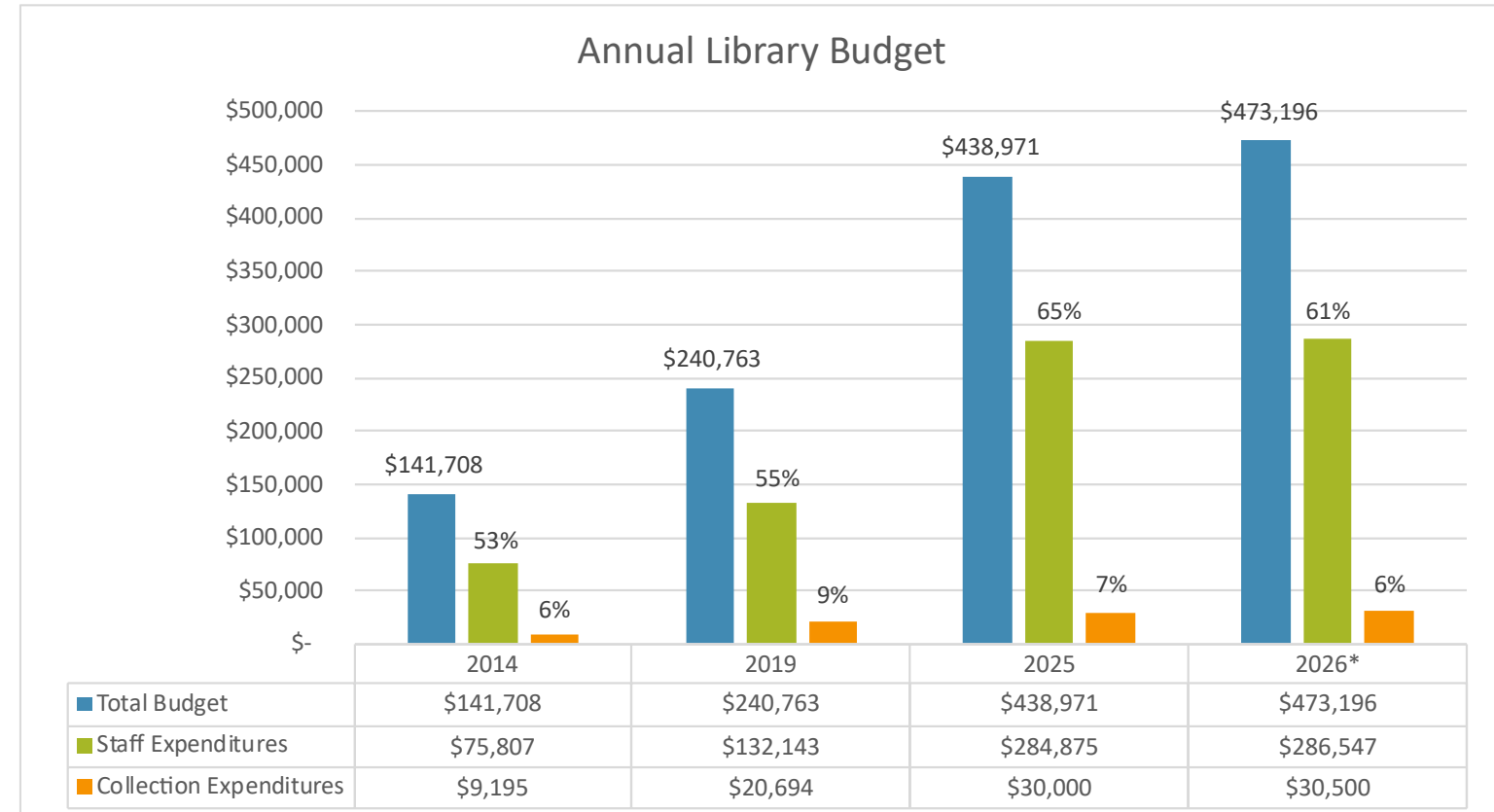


City/ County	Percentage	Number of Cards	2025 Circulation
Wolfforth City Limits	35.51%	4,243	16,037
Lubbock County (Excluding Wolfforth)	56.38%	6,737	36,515
Hockley County	3.66%	437	1,539
All Other Counties	4.45%	532	1,537
TOTAL (as of 1/31/2026)		11,949	55,628

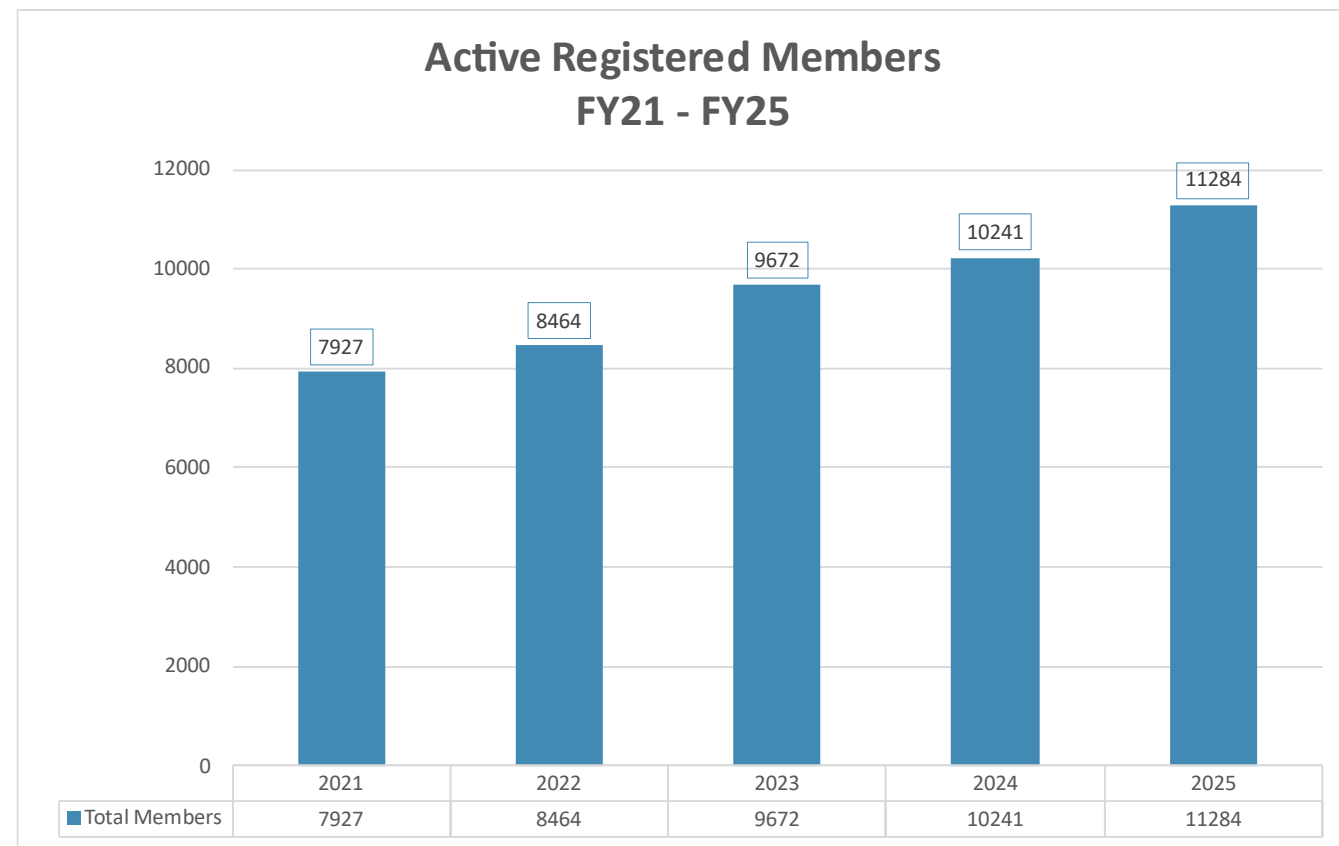
Use Metrics: Historical Library Growth & Performance



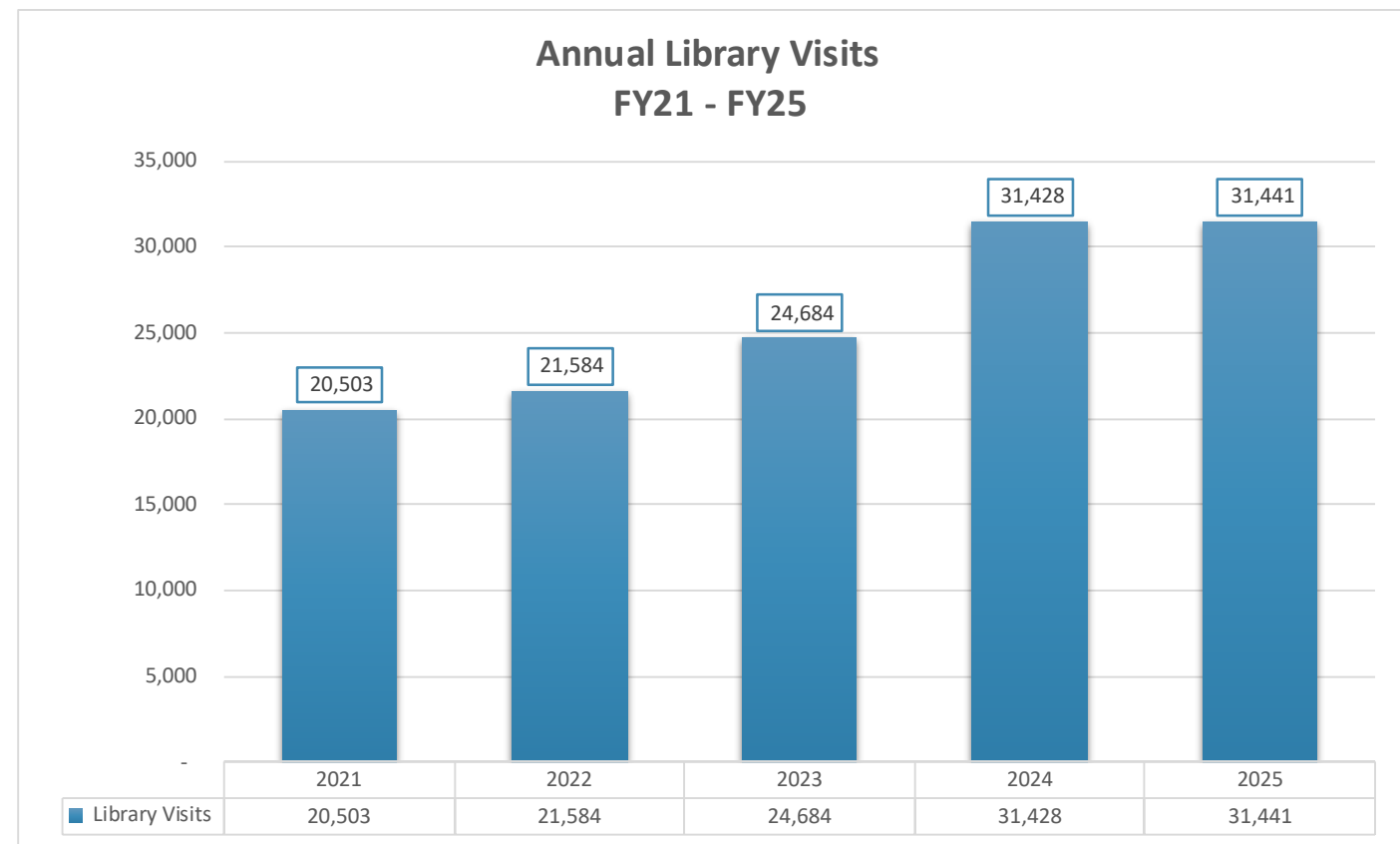
City Population vs Service Area Population



Historical Annual Library Budget FY2014 - FY2025

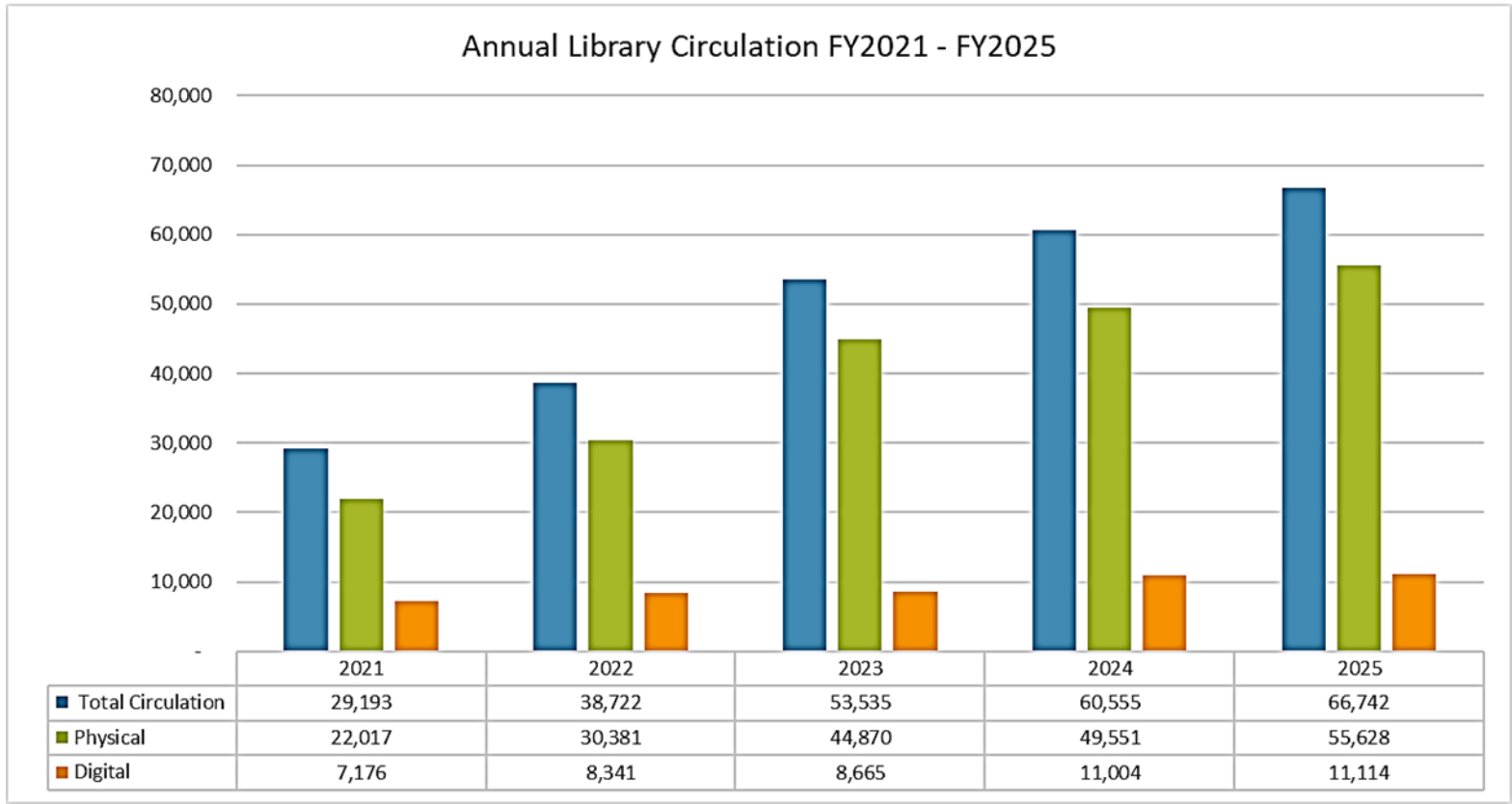


Current Active Membership Trends FY2021 – FY2025

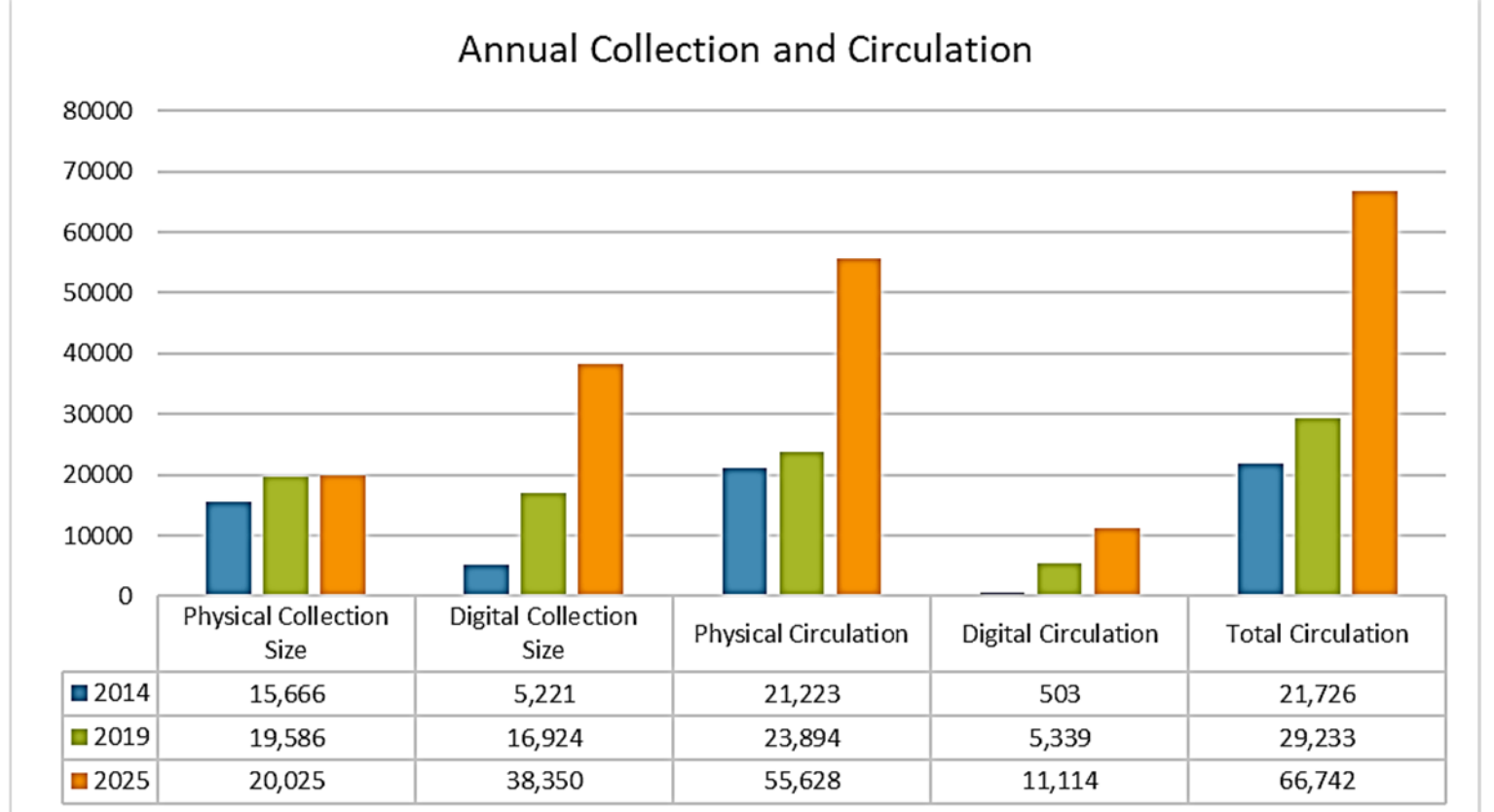


Current Annual Library Visit Trends FY2021 – FY 2025

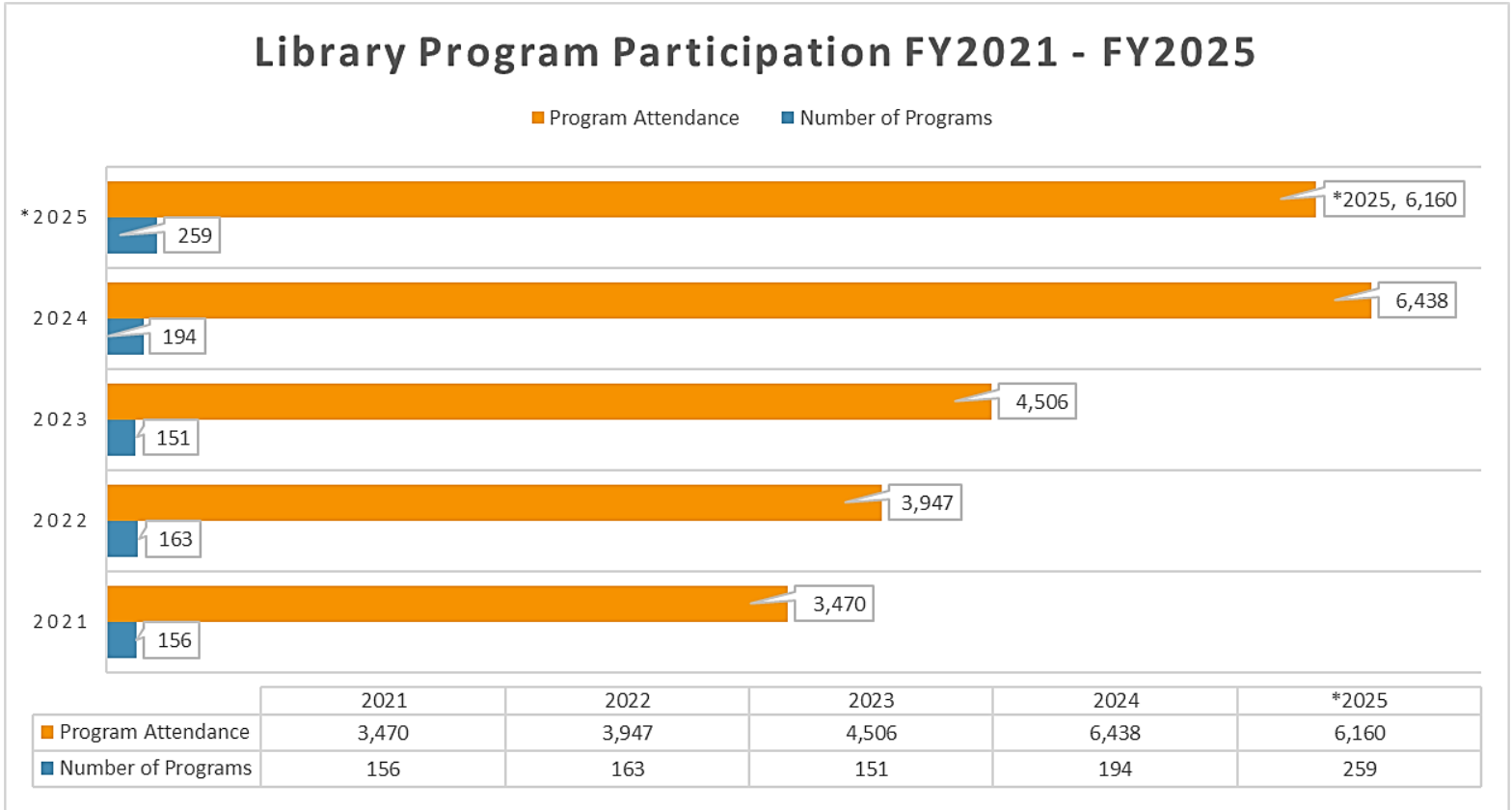
Use Metrics: Historical Library Growth & Performance



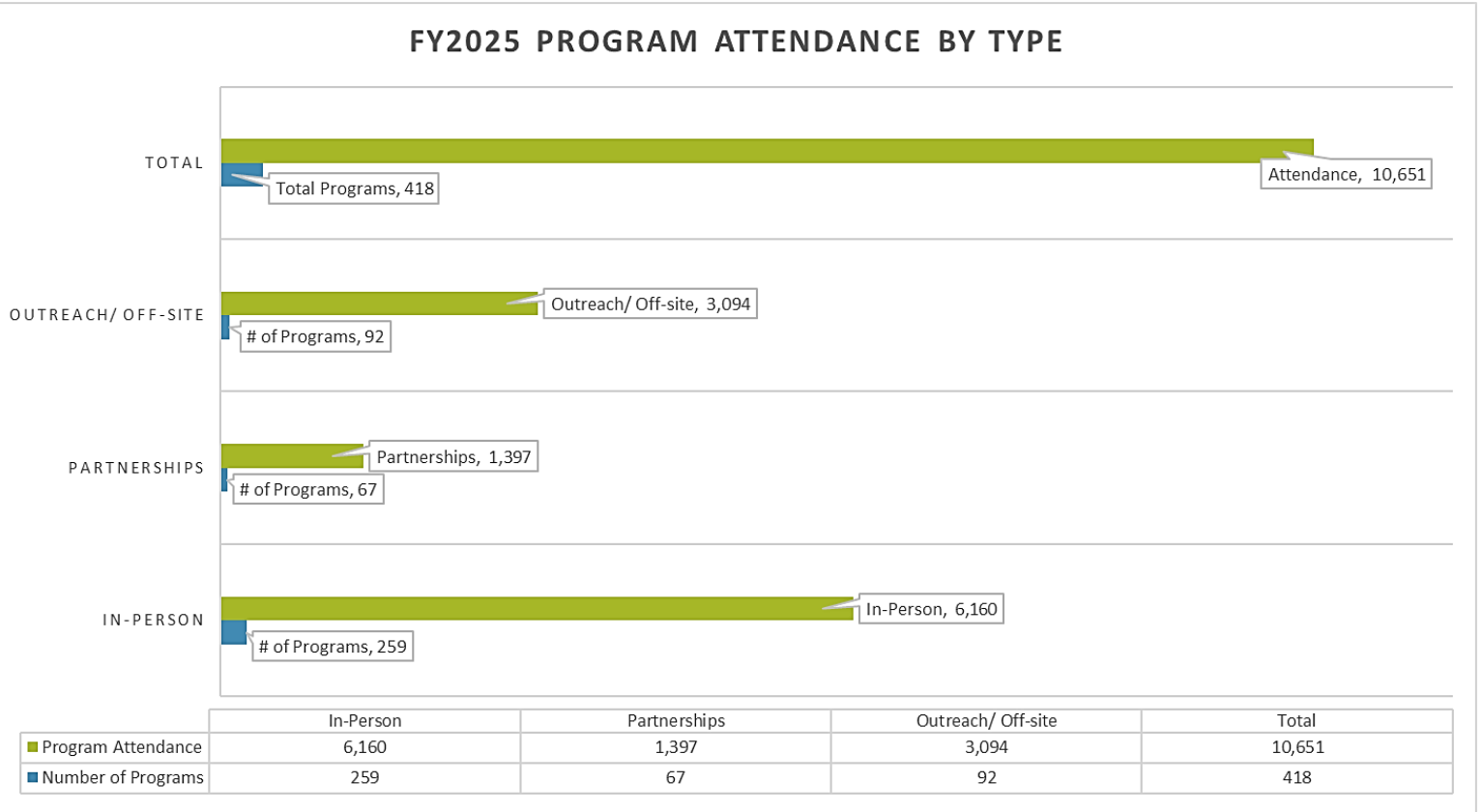
Current Circulation Trends FY2021 – FY2025



Historical Annual Library Collection & Circulation FY2014 - FY2025



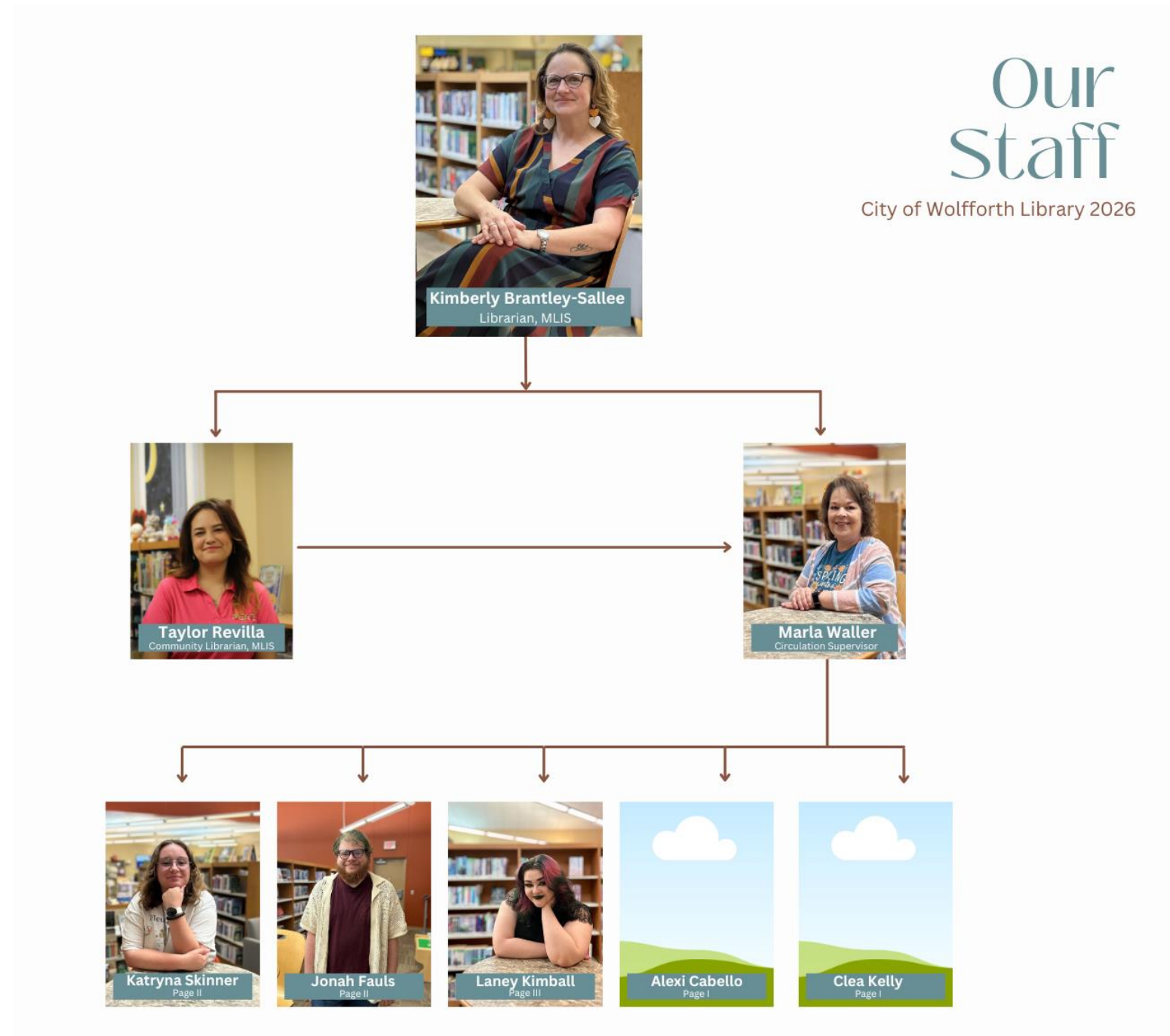
Current Program Trends FY2021 – FY2025 (Not including Outreach/ Offsite or Partnerships for 2025)



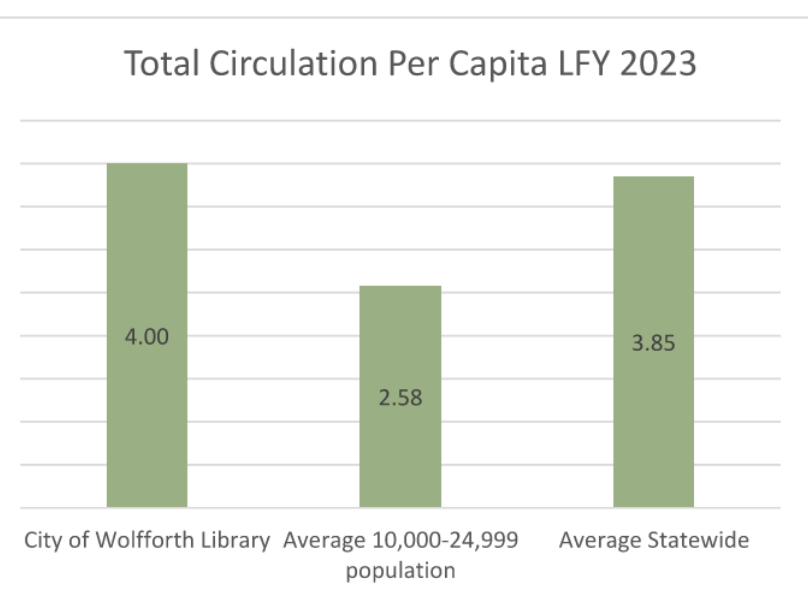
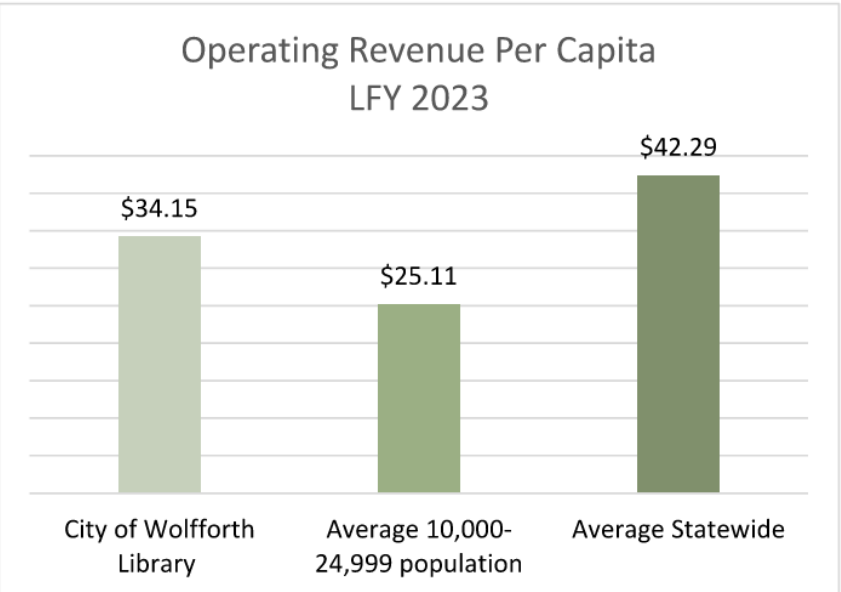
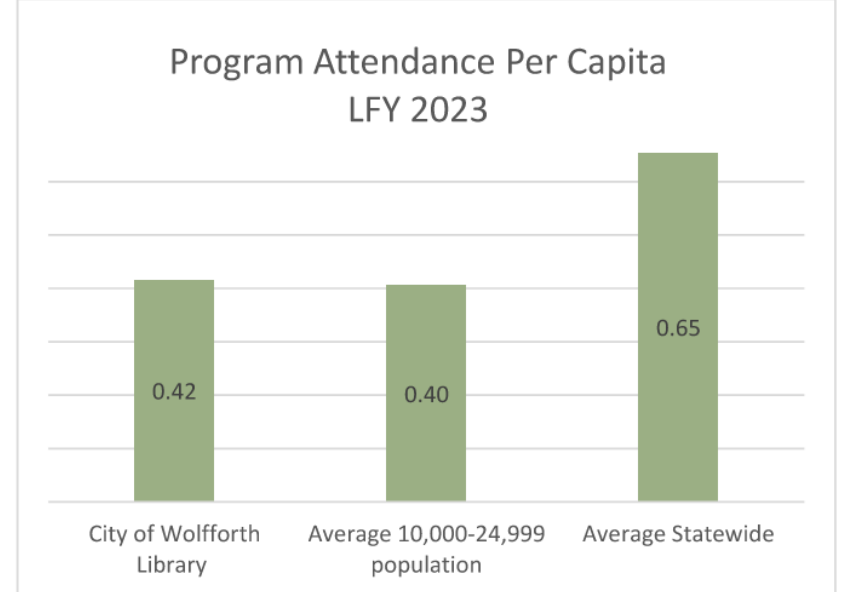
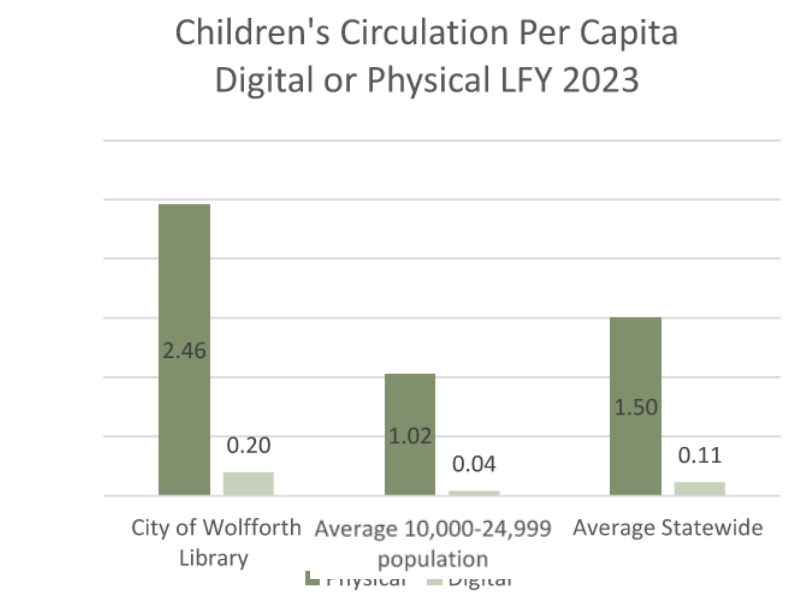
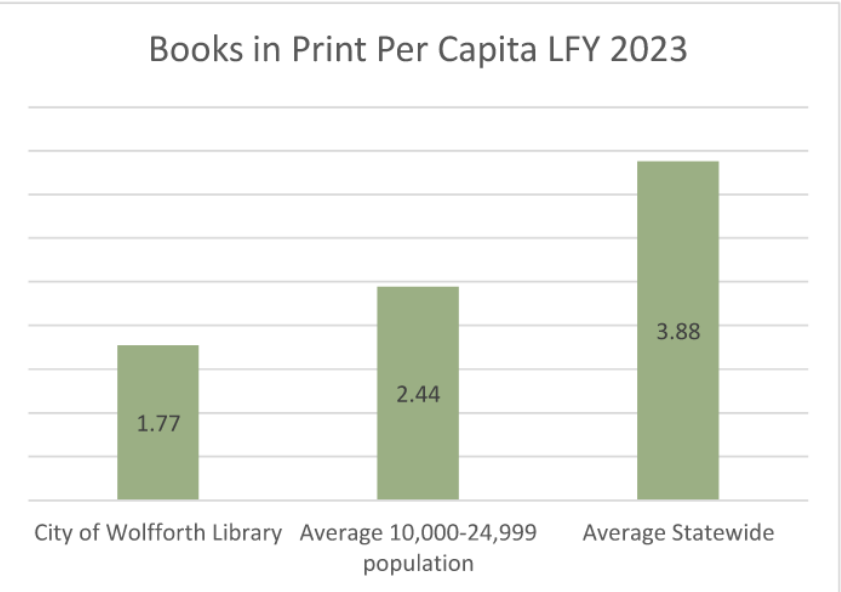
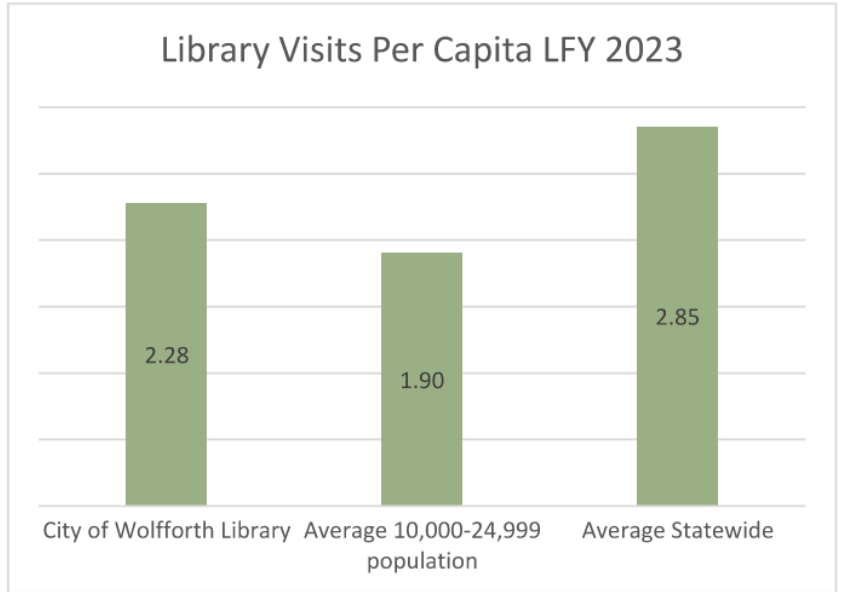
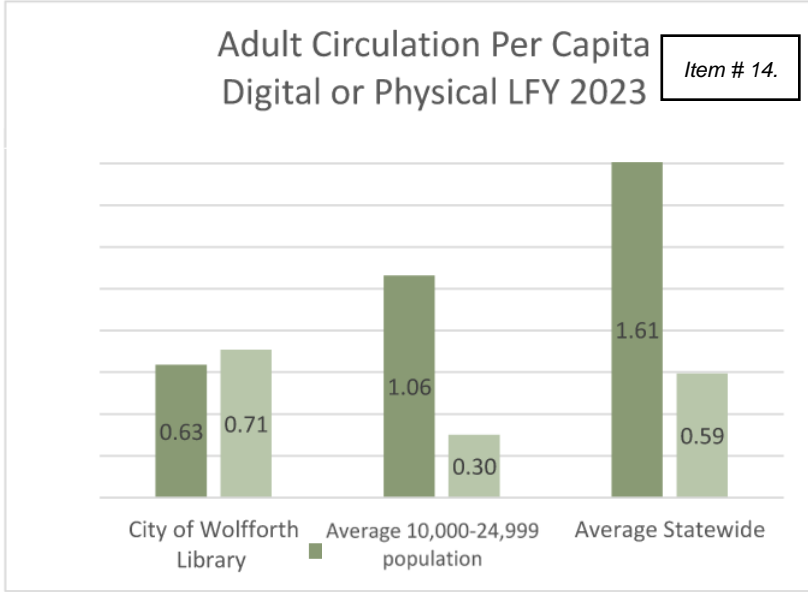
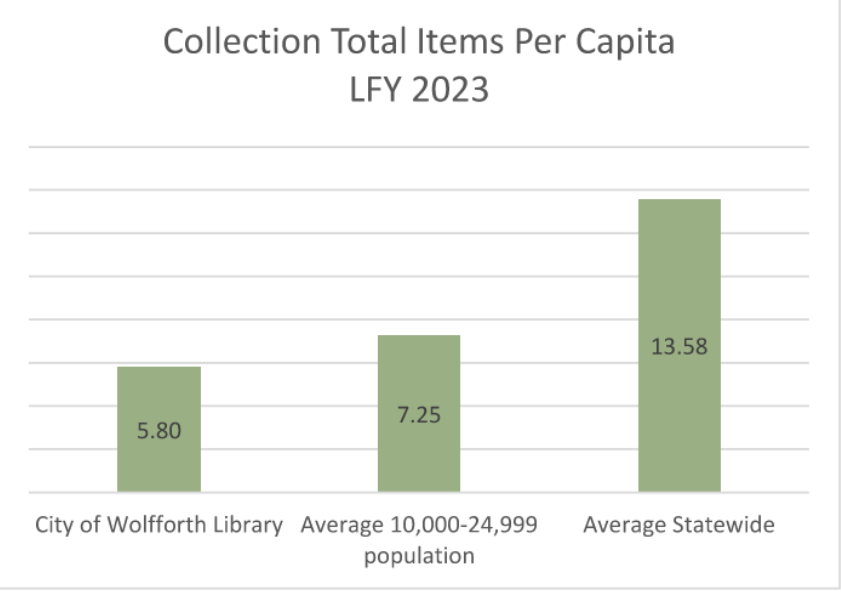
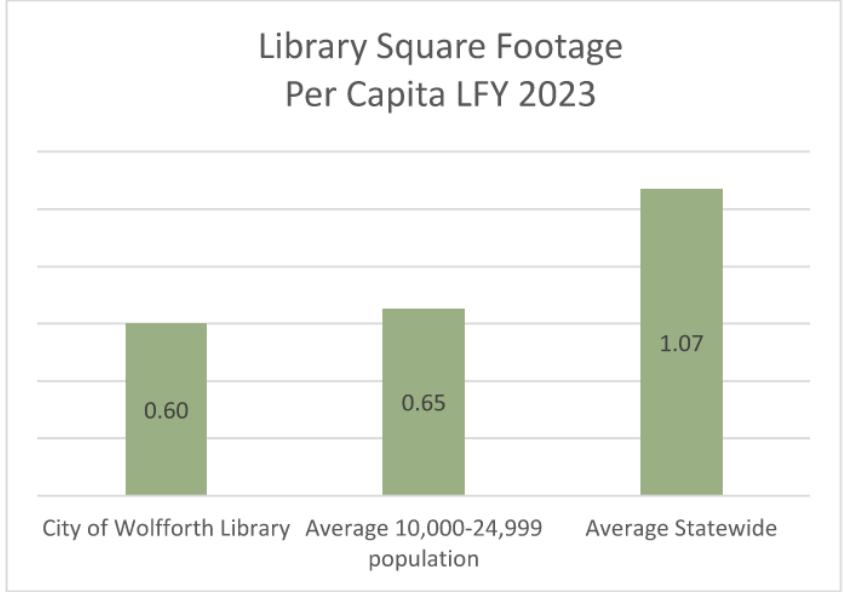
FY 2025 Program Attendance, Including Partnerships and Outreach/ Off-Site

	2014	2019	2025
City Population	4,103	5,496	8,342
Service Population	4,471	5,847	8,942
Full-Time Staff	1	2	3
Part-Time Staff	3	3	5
Total FTE	2.63	3.40	5.50
Annual Visits	14,145	27,112	31,441
Programs Offered	80	183	418*
Program Attendance	928	4,040	10,651*
Collection (Physical only)	15,666	19,586	20,025
Physical Circulation	21,223	23,894	55,628

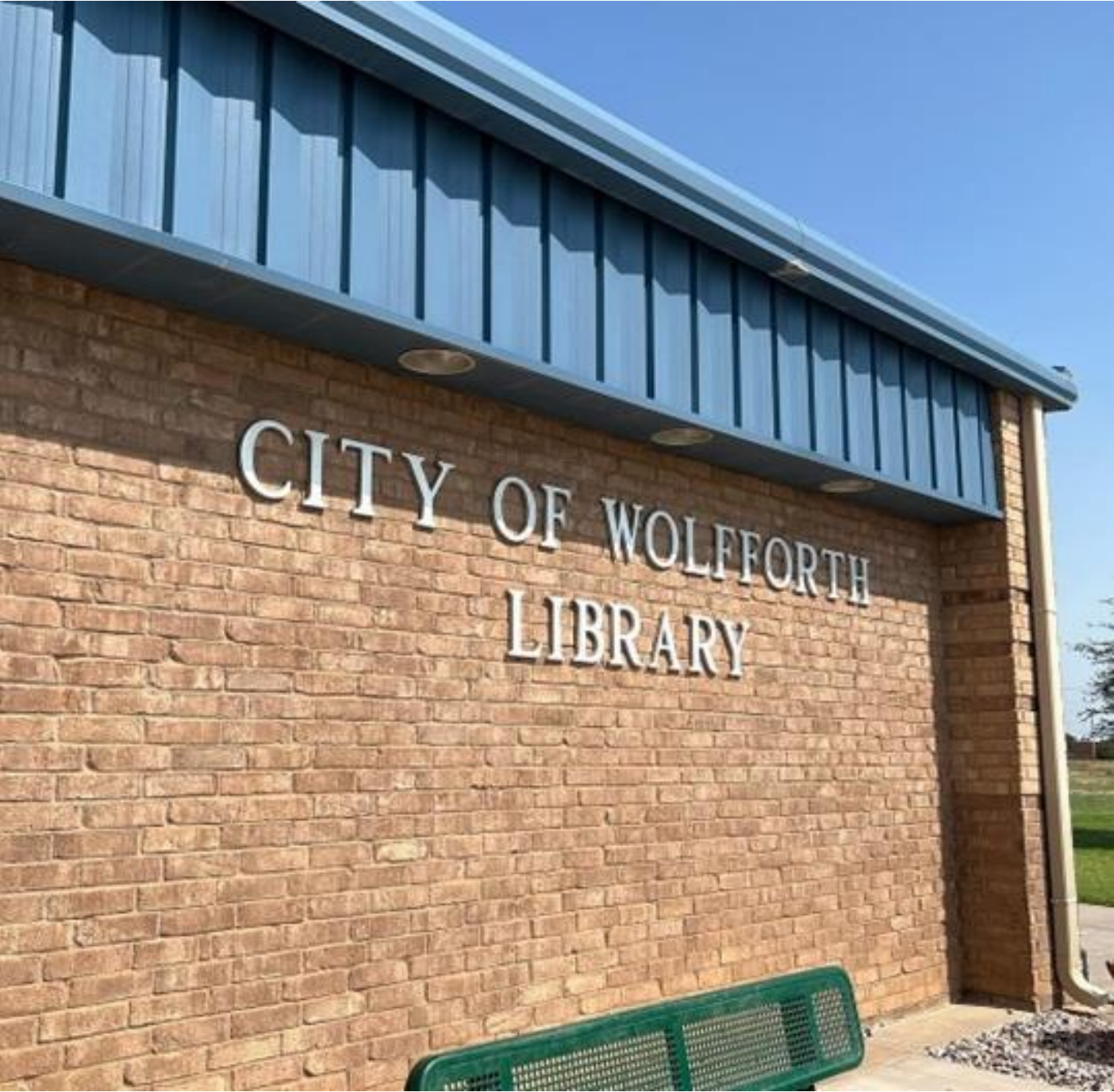
*Program counts 2025 include in-person programs, partnerships, and outreach/ off-site programs



Peer Benchmarking



03 Space Standards



DEFINING THE SERVICE POPULATION			
Year	TSLAC Population 2023	Wolfforth Population Projections	Adjusted Library Service Population
2023	7,402	8,332	9,998
2025		9,739	11,687
2030		14,614	17,537
2035		19,489	23,387
2040		23,389	28,067

Square Footage Projections (Adjusted Service Population)

SQUARE FEET PER CAPITA BASED ON STANDARDS AND AVERAGES

Year	Adjusted Service Population	Square Feet @ .64 SF Per Capita (Texas Average)	Square Feet @ 0.6 SF Per Capita (ALA "Standard")	Square Feet @ 0.8 SF Per Capita	Square Feet @ 1 SF Per Capita
2025	11,687	7,480	7,012	9,350	11,687
2030	17,537	11,224	10,522	14,030	17,537
2035	23,387	14,968	14,032	18,710	23,387
2040	28,067	17,963	16,840	22,454	28,067

EXISTING SQUARE FEET PER CAPITA PROJECTIONS

Year	Adjusted Service Population	Gross Square Feet	Gross Square Feet Per Capita
2025	11,687	7,800	0.67
2030	17,537	7,800	0.44
2035	23,387	7,800	0.33
2040	28,067	7,800	0.28

Square Footage Projections (Wolfforth Population Only)

SQUARE FEET PER CAPITA BASED ON STANDARDS AND AVERAGES

YEAR	Wolfforth Population	Square Feet .64 SF Per Capita (Texas Average)	Square Feet .60 SF Per Capita (ALA "Standard")	Square Feet .80 SF Per Capita (Enhanced)	Square Feet 1.00 SF Per Capita (Exemplary)
2025	9,739	6,233	5,843	7,791	9,739
2030	14,614	9,353	8,768	11,691	14,614
2035	19,489	12,473	11,693	15,591	19,489
2040	23,389	14,968	14,033	18,711	23,389

EXISTING SQUARE FEET PER CAPITA PROJECTIONS

YEAR	WOLFFORTH POPULATION	GROSS SQUARE FEET	GROSS SQUARE FEET PER CAPITA
2025	9,739	7,800	0.80
2030	14,614	7,800	0.53
2035	19,489	7,800	0.40
2040	23,389	7,800	0.33

Potential Options for the Master Plan:

Option 1: Adopt Plan as Presented

- Adopt the plan as it is currently written
- This is not the best option fiscally

Option 2: Minimum Standards

- Revise the plan to meet the minimum standards across the board
- This option reduces the cost by approximately \$8 million*

Option 3: Hybrid Approach (Enhanced Space/ Minimum Services)

- Revise the plan to meet the minimum standards on everything except the square footage for collection and purchase 1/2 of recommended collection.
- Plan for enhanced square footage to prepare for long-term growth
- This option reduces the cost by approximately \$6 million*

Option 4: Wolfforth Only Population (Minimum Standards)

- Revise the plan to use Wolfforth population only and reduce to minimum standards across the board
- This option reduces the square footage significantly, and cost by \$8-10 million*

***Option 5: Wolfforth Only Population Hybrid Approach (Enhanced Space/ Minimum Services)**

- Revise the plan to Wolfforth population only and minimum standards on everything except square footage for collection and 1/2 of recommended collection
- Plan for enhanced square footage to prepare for long-term growth
- This option still reduces the square footage significantly, and cost by \$7-9 million*

Option 6: Maintain Status Quo (No Expansion or Renovation)

- Do nothing at this time, and continue serving the community as we are, to the best of our abilities
- Receive direction from City Council on what the next steps are (such as financial limits) to prepare a plan for the future

* Figures are estimates only. I will consult with 720 Design, based on City Council recommendations, to acquire accurate figures.

Potential Options for Membership & Funding:

Option 1: **Maintain Current Membership Policy**

- Free access to Lubbock and surrounding counties
- Continue receiving funding, however limited, from Lubbock County

Option 2: **Restrict Free Access to Wolfforth Residents Only**

- No longer receive funds from Lubbock County
- Close free services to Lubbock County and surrounding communities
- Adjust policy and define a fee for non-resident users
- Participation in statewide resources (TexShare) will limit effectiveness and revenue from paid memberships

*Option 3: **Implement Non-Resident Fee to Surrounding Counties (Except Lubbock)**

- Continue receiving funds from Lubbock County
- Define service area as Wolfforth and Lubbock County
- Adjust policy and define a fee for non-resident users



720 design

Questions?



City of Wolfforth Public Library Master Plan Report

Purpose

To provide City Council with clear, data-informed options regarding the future of the Wolfforth Public Library.

These options are intended to support discussion and policy direction. No single course of action is being presented as required.

City Council retains full authority to determine whether the library:

- Maintains current operations,
- Pursues renovation or expansion at the current location, or
- Plans for a new facility.

Staff is seeking direction from Council to develop a fiscally responsible Master Plan that reflects both community needs and Council priorities.

*This is simply a recommended plan. It can be modified to meet whatever limitations the Council requests. It is a process though, and pausing at this point, after we have already significantly invested in a Master Planning process, is counter intuitive. Keeping the process moving forward helps maintain momentum and support from the community.

Current Conditions & Growth Outlook

- The library is currently operating near functional capacity.
- Collection growth is limited by available space.
- The facility experiences significant crowding during peak hours and programs.
- Wolfforth's population is projected to grow significantly, with estimates reaching over 14,000 by 2030 and continuing upward.

Based on current standards and growth projections:

- The facility is expected to fall below recommended space standards within the next 5 years.
- Collection capacity will decline to near minimum standards over the next 5 years due to space constraints.

Decision Framework

Council's decision ultimately centers on three primary pathways, with many options within:

1. Maintain Current Operations (No Expansion)
2. Renovation or Expansion of Existing Facility
3. Constructing a New Facility

The following sections outline what each approach entails, along with associated policy and financial considerations.

Cost Reduction & Planning Options

Council has multiple options to reduce the overall cost of a future library project:

Option 1 – Adopt Plan as Presented 29,000 Sq Ft ≈ \$28,000,000

- Full buildout based on projected service population
- Highest cost (not fiscally responsible)

- Maximizes long-term service capacity

Option 2 – Minimum Standards 17,000 Sq Ft ≈ \$20,000,000

- Meets baseline requirements only
- May result in earlier need for future expansion (current Master Plan only projects to 2040)
- Estimated cost reduction: approximately \$8 million

Option 3 – Hybrid Approach (Enhanced Space / Minimum Services) 18,800 Sq Ft ≈ \$22,000,000

- Builds adequate square footage for long-term growth
- Reduces initial investment in collections, furnishings, and service levels
- Estimated cost reduction: approximately \$6 million

Option 4 – Wolfforth-Only Population (Minimum Standards) 14,000 Sq Ft ≈ \$18,000,000

- Reduces facility size significantly, as population is reduced by almost 5,000
- Extends timeline slightly but does not eliminate future expansion needs
- May result in earlier need for future expansion (current Master Plan only projects to 2040)
- Estimated cost reduction: approximately \$8-10 million

Option 5 – Wolfforth-Only Population Hybrid Approach (Enhanced Space/ Minimum Services) 16,500 Sq Ft ≈ \$19,000,000

- Builds for long-term capacity while phasing in services over time
- Reduces initial investment in collections, furnishings, and service levels
- Balances fiscal responsibility with growth planning
- Estimated cost reduction: approximately \$7-9 million

Option 6 – Maintain Status Quo (No Expansion or Renovation)

- No capital investment
- Continued operation within current limitations
- Growth and space limitations will restrict services
- Seek Council directions to prepare a plan for future growth at a later time

Scenario: Maintain Current Facility (No Expansion or Renovation)

If Council elects to continue current operations without expansion:

- The library will continue operating within existing space constraints
- Collection growth will remain limited
- Programs and services may be adjusted based on available space and staffing
- Facility will fall below recommended standards within approximately 5 years
- By 2035, both space and collection capacity will be significantly constrained, and not meeting standards for public library services.

This option does not eliminate future need, but it delays it.

Staff will continue to provide the highest level of service possible within existing limitations.

*Costs are educated estimates based on the projected price per square foot. This will change based on whether it is renovation vs new build and will increase over time. Assume a 5% increase per year in construction costs.

Membership & County Funding Considerations

Council may evaluate policy options related to non-resident access and funding:

Option 1 – Maintain Current Model

- Continuing free access for Wolfforth, Lubbock, and surrounding counties
- Continue receiving County funding from Lubbock County

Option 2 – Restrict to Wolfforth Residents

- Discontinue County funding, closing free services to Lubbock County and surrounding communities
- Limit services to city residents only

Option 3 – Implement Non-Resident Fees to surrounding counties

- Charge users outside defined service areas.
- Define service area as Wolfforth and Lubbock County
- Adjust policy and define a fee for non-residents

Key Considerations

- Revenue from non-resident fees is unlikely to offset the loss of County funding
- Participation in statewide programs (e.g., TexShare) limits the effectiveness of user fees
- Charging non-residents does not significantly reduce facility demand or space needs

Staff can implement any option at Council's direction.

Service Population Considerations

The library's adjusted service population is based on:

- City of Wolfforth population, and a proportional allocation of County population (per state methodology)
- We used a multiplier of 1.2 to reflect the "adjusted service population" to reflect the Lubbock County area that is considered the library's "legal service area"

Using Wolfforth-only projections:

- Reduces facility size by approximately 2,800–5,000 square feet
- May extend the timeline for expansion by 2-3 years
- Does not eliminate long-term space needs

Timeline Considerations

- The current facility is projected to fall below recommended standards within 5 years, both with the adjusted service population and using only Wolfforth
- Planning, design, and construction of a new facility or major renovation typically requires 3–5 years
- We will not proceed to Phase 2 (Concept Design) until the Council is fully ready to do so.
- The current draft of the Master Plan is only looking 15 years out, instead of the original plan to look at 20 years. We might need to consider expanding the revision to 2045 to better plan, knowing we likely will not start anything for 3-5 years.

Early directions from Council will allow for proactive planning rather than reactive response.

Accreditation & Service Impact

Maintaining accreditation with the Texas State Library system ensures:

- Eligibility for state and federal grant funding
- Access to shared resources (databases, interlibrary loan, eBooks)
- Participation in statewide programs (TexShare)
- Operational accountability and professional standards

Accreditation is not the sole objective, but it supports the library's ability to deliver consistent, high-quality service to the community. Our goal is to continue serving our residents to the very best of our ability and continue to support making Wolfforth the "place to be".

Community Impact

The library functions as more than a traditional library:

- Serves as a community gathering space (a "third space")
- Supports literacy, education, and workforce development
- Attracts residents and contributes to local economic activity
- Enhances quality of life and community identity

With over 31,000 annual visits, the library plays a measurable role in community engagement, economic development, and growth.

Staff Perspective

From a planning standpoint, a phased approach (Option E) provides a balanced path forward by:

- Building sufficient space for long-term growth
- Allowing services and collections to increase over time with population growth
- Avoiding the need for additional expansion within the next 20+ years
- It is a more fiscally responsible option that meets the needs of our growing city for a longer period.

This approach supports fiscal responsibility while positioning the City for continued growth.

Staff will proceed in alignment with Council's direction.

Requested Direction from City Council

To move forward with a Master Plan, staff requests guidance on the following:

1. Preferred service level (Minimum or Hybrid)
2. Population basis for planning (Wolfforth-only vs. adjusted service area)
3. Policy direction on non-resident access and County funding
4. Desired timeline for implementation
5. Preference for renovation & expansion, or new construction

This direction will allow staff to return with a refined Master Plan aligned with Council priorities and community needs.

Questions and Answers:

“Why do we need to do anything at all right now?”

Answer:

We do not have to take immediate action.

What the data shows is that the current facility is expected to fall below recommended service levels within approximately five years. Since planning and construction can take 3–5 years, early direction allows us to plan proactively rather than respond later under more pressure and likely higher costs.

This is about planning ahead, not committing to construction or funding.

“Why is this so expensive?”

Answer:

The cost is driven primarily by square footage and long-term capacity. Unfortunately, construction costs will continue to rise.

That’s why multiple options have been presented—ranging from minimum standards to hybrid approaches—to allow Council to choose a level of investment that aligns with priorities and budget considerations.

We are not locked into a single cost scenario, and welcome other options from Council.

“Why can’t we just stay where we are and make it work?”

Answer:

That is absolutely an option, and it is included as one of the scenarios.

If that direction is chosen, we will continue operating within current limitations. However, based on growth projections, we will face increasing constraints in space, programming capacity, and collection growth within the next five years.

That option defers the need—it does not eliminate it.

“Why are we building for people who don’t live in Wolfforth?”

Answer:

That is a policy decision for Council.

We currently receive County funding, and, under state guidelines, that contributes to our assigned service population.

Council can choose to plan based solely on Wolfforth residents, which would reduce the size of the facility, or continue planning for the broader service area.

Both options are outlined for your consideration.

“Why don’t we just charge non-residents?”**Answer:**

That is also an option Council can choose.

Based on current data, revenue from non-resident fees would likely not offset the loss of County funding, and participation in statewide programs such as TexShare limits the effectiveness of those fees.

Additionally, charging non-residents does not significantly reduce demand for space.

Staff can implement any policy direction Council prefers.

“Your numbers about County usage aren’t complete—how can we trust them?”**Answer:**

That’s a fair question.

We are able to track circulation and membership by location, which is reflected in the data presented. Other services—such as programs, computer use, and in-building visits—are not tied to residency data in our current systems.

Tracking detailed demographic data for all visitors would represent a significant shift from the public library service model and would require significant policy changes, operational changes, and additional staffing to implement.

What we can say with confidence is that overall usage continues to increase across all service areas, and that will continue as Wolfforth grows, even if we close free memberships to exclude Lubbock and surrounding communities.

“Why not just cut services instead of expanding?”**Answer:**

That is an available option.

Reducing programs, hours, or services may help manage capacity in the short term. However, population growth will continue regardless of service levels, and space limitations will still become a constraint. We are fortunate to have an incredible staff who love our community and love what they do to improve the quality of life for our residents.

Reductions address operational pressure, but not long-term facility needs.

“Why are we planning for 15-20 years? That seems excessive.”**Answer:**

Library facilities are typically planned on a 20–30-year lifecycle due to the scale of investment.

Planning for a shorter timeframe can reduce initial cost, but often results in needing another expansion sooner, which can increase long-term costs.

Council has options to balance upfront investment with long-term planning.

“This sounds like you’re asking for a new building.”**Answer:**

We are not currently requesting approval for a specific project or funding. We are asking for help in creating a Master Plan that is approved by council, solely for planning purposes, which does include renovations to our existing building or a new building, but that is based on the continued growth of Wolfforth and the limitations we are starting to face, and will continue to, in our current facility.

We are presenting options, including maintaining the current facility and continuing to operate in it, and requesting direction and recommendations from Council on how you would like us to proceed with planning for the future.

“Why should we prioritize the library over other city needs?”**Answer:**

That is ultimately a policy decision for Council.

Our community values the Wolfforth Library. The library supports multiple city priorities simultaneously, including education, workforce development, economic development, and community engagement, while serving over 31,000 visitors last fiscal year, and more in the current.

This presentation is intended to provide the information needed to weigh those alongside other priorities.

“What happens if we wait 5–10 years?”**Answer:**

Waiting is an option.

The primary impacts would be:

- Increased strain on the current facility
- Continued limitations on programs and services
- Potentially higher construction costs over time

The need does not go away, it shifts to a later point, potentially with fewer options and higher costs.

“Are you saying we will fail accreditation?”**Answer:**

Not immediately.

However, as space and service limitations increase over time, it becomes more difficult to meet recommended standards.

Accreditation is one factor, but the larger issue is the library’s ability to meet community needs effectively.

