



ECONOMIC DEVELOPMENT CORPORATION MEETING

October 07, 2025 at 11:30 AM

Wolfforth City Hall - 302 Main Street Wolfforth, TX

AGENDA

CALL MEETING TO ORDER

ROLL CALL AND ESTABLISH A QUORUM

CITIZEN ENGAGEMENT

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

CONSENT AGENDA

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

1. Consider and take appropriate action on September 2, 2025, minutes.
2. Consider and take appropriate action on August 2025 financials.

ITEMS FOR INDIVIDUAL CONSIDERATION

3. Consider and take appropriate action on strategic planning session with Marketing Alliance.

EXECUTIVE SESSION

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

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

b.551.087 Deliberations Regarding Economic Development Negotiations: to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or to deliberate the offer of financial or other incentive to a business prospect.

RECONVENE INTO OPEN SESSION

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

ADJOURN

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

Certification

I, the undersigned authority do hereby certify that the Notice of Meeting was posted at City Hall of the City of Wolfforth, Texas was posted on October 1, 2025 at 5:00 p.m.

Danielle Sweat, Economic Development Director



ECONOMIC DEVELOPMENT CORPORATION MEETING

September 02, 2025 at 11:30 AM

Wolfforth City Hall - 302 Main Street Wolfforth, TX

MINUTES

CALL MEETING TO ORDER

ROLL CALL AND ESTABLISH A QUORUM

CITIZEN ENGAGEMENT

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

A motion was made by Farley Reeves and seconded by Shawn Vinson to approve the consent agenda items. Motion passed unanimously.

1. Consider and take appropriate action August 5, 2025, minutes.
2. Consider and take appropriate action on July 2025 financials.

ITEMS FOR INDIVIDUAL CONSIDERATION

3. Conduct a public hearing on a project setting aside EDC funds for business improvement grants.

Public Hearing opened at 11:47AM and closed at 12:03PM.

4. Conduct a public hearing on a project setting aside EDC funds for marketing grants.

Public hearing opened at 11:47AM and closed at 12:03PM.

5. Consider and take appropriate action alternate board member position.

A motion was made by Glen Frick and seconded by Paula sexton to recommend Ryan Smith to the city council as an EDC board alternate. This motion passed unanimously.

6. Consider and take appropriate action on Director update.

No action taken.

The board entered into executive session at 12:04pm.

The board reconvened into open session at 12:52

A motion was made by Farley Reeves and seconded by Shawn Vinson to authorize city staff to develop a funding agreement with United Supermarkets. This motion passed unanimously. Joel Robinett recused himself and was not in the room for the discussion or the vote.

ADJOURN

12:55PM

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 August 26, at 5:00 p.m.

Danielle Sweat, Economic Development Director

Joel Robinett



City of Wolfforth

Item # 2.

EDC Budget Report

Account Summary

For Fiscal: 2024-2025 Period Ending: 08/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 07 - Economic Development Corporation							
Revenue							
07-000-31300-000	Sales Tax	600,000.00	600,000.00	71,196.93	541,622.03	-58,377.97	90.27 %
07-000-36110-000	Interest income	50,000.00	50,000.00	6,355.16	70,130.98	20,130.98	140.26 %
07-000-36910-000	Other income	0.00	0.00	0.00	7.52	7.52	0.00 %
Revenue Total:		650,000.00	650,000.00	77,552.09	611,760.53	-38,239.47	94.12 %
Expense							
ExpenseCategory: 42 - Supplies							
07-752-42010-000	Office Supplies & Expense	260.00	260.00	0.00	104.34	155.66	40.13 %
07-752-42192-000	Meeting Expense	2,500.00	2,500.00	191.39	2,023.45	476.55	80.94 %
07-752-42195-000	Special Events and Awards	20,000.00	20,000.00	8.22	13,890.71	6,109.29	69.45 %
ExpenseCategory: 42 - Supplies Total:		22,760.00	22,760.00	199.61	16,018.50	6,741.50	70.38 %
ExpenseCategory: 43 - Services							
07-752-43101-000	Legal services	6,800.00	6,800.00	234.00	936.00	5,864.00	13.76 %
07-752-43110-000	Other Professional Services	0.00	0.00	0.00	53,600.00	-53,600.00	0.00 %
07-752-43140-000	Legal Publications	1,600.00	1,600.00	166.00	636.00	964.00	39.75 %
07-752-43150-000	Marketing	65,000.00	65,000.00	7,201.75	56,104.36	8,895.64	86.31 %
07-752-43150-001	Marketing - Social Media	0.00	0.00	544.70	5,908.03	-5,908.03	0.00 %
07-752-43151-000	Customer Appreciation	5,000.00	5,000.00	86.84	458.83	4,541.17	9.18 %
07-752-43195-000	Electricity/Gas/Phone	0.00	0.00	20.56	180.73	-180.73	0.00 %
07-752-43220-000	Repairs and Maintenance	0.00	0.00	0.00	40.00	-40.00	0.00 %
07-752-43320-000	Postage/Freight	50.00	50.00	0.00	0.00	50.00	0.00 %
07-752-43401-000	Travel/Training/Conferences	18,500.00	18,500.00	3,594.05	18,843.71	-343.71	101.86 %
07-752-43501-000	Memberships	6,000.00	6,000.00	0.00	3,600.00	2,400.00	60.00 %
07-752-43505-000	Fees and Charges	0.00	0.00	112.92	933.16	-933.16	0.00 %
07-752-43900-000	Contract Services	95,000.00	95,000.00	10,875.00	50,639.20	44,360.80	53.30 %
07-752-43905-000	Payroll Reimbursement	86,585.00	86,585.00	9,923.19	80,453.40	6,131.60	92.92 %
ExpenseCategory: 43 - Services Total:		284,535.00	284,535.00	32,759.01	272,333.42	12,201.58	95.71 %
ExpenseCategory: 44 - Operating Expense							
07-752-44001-000	Business Support	340,000.00	340,000.00	0.00	0.00	340,000.00	0.00 %
07-752-44001-001	Business Improvement Grant	0.00	0.00	0.00	38,316.92	-38,316.92	0.00 %
07-752-44001-003	Business Recruitment	0.00	0.00	0.00	98.09	-98.09	0.00 %
07-752-44002-000	Sponsorships	0.00	0.00	9,650.00	15,650.00	-15,650.00	0.00 %
ExpenseCategory: 44 - Operating Expense Total:		340,000.00	340,000.00	9,650.00	54,065.01	285,934.99	15.90 %
ExpenseCategory: 46 - Capital							
07-752-46180-000	Land & Building Acquisition	0.00	0.00	0.00	451,667.88	-451,667.88	0.00 %
07-752-46400-000	Capital Reserves	2,705.00	2,705.00	0.00	0.00	2,705.00	0.00 %
ExpenseCategory: 46 - Capital Total:		2,705.00	2,705.00	0.00	451,667.88	-448,962.88	16,697.52 %
ExpenseCategory: 49 - Other Financing Uses							
07-752-49200-000	Note Agreement Forgiveness	0.00	0.00	0.00	29,259.88	-29,259.88	0.00 %
ExpenseCategory: 49 - Other Financing Uses Total:		0.00	0.00	0.00	29,259.88	-29,259.88	0.00 %
Expense Total:		650,000.00	650,000.00	42,608.62	823,344.69	-173,344.69	126.67 %
Fund: 07 - Economic Development Corporation Surplus (Deficit):		0.00	0.00	34,943.47	-211,584.16	-211,584.16	0.00 %
Report Surplus (Deficit):		0.00	0.00	34,943.47	-211,584.16	-211,584.16	0.00 %

Group Summary

ExpenseCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 07 - Economic Development Corporation						
Revenue						
	650,000.00	650,000.00	77,552.09	611,760.53	-38,239.47	94.12%
Revenue Total:	650,000.00	650,000.00	77,552.09	611,760.53	-38,239.47	94.12%
Expense						
42 - Supplies	22,760.00	22,760.00	199.61	16,018.50	6,741.50	70.38%
43 - Services	284,535.00	284,535.00	32,759.01	272,333.42	12,201.58	95.71%
44 - Operating Expense	340,000.00	340,000.00	9,650.00	54,065.01	285,934.99	15.90%
46 - Capital	2,705.00	2,705.00	0.00	451,667.88	-448,962.88	16,697.52%
49 - Other Financing Uses	0.00	0.00	0.00	29,259.88	-29,259.88	0.00%
Expense Total:	650,000.00	650,000.00	42,608.62	823,344.69	-173,344.69	126.67%
Fund: 07 - Economic Development Corporation Surplus (Deficit):	0.00	0.00	34,943.47	-211,584.16	-211,584.16	0.00%
Report Surplus (Deficit):	0.00	0.00	34,943.47	-211,584.16	-211,584.16	0.00%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
07 - Economic Development Corp	0.00	0.00	34,943.47	-211,584.16	-211,584.16
Report Surplus (Deficit):	0.00	0.00	34,943.47	-211,584.16	-211,584.16

EDC Balance Sheet

Account Summary

As Of 08/31/2025



City of Wolfforth

Account	Name	Balance
Fund: 07 - Economic Development Corporation		
Assets		
07-000-01100-000	Cash in Bank	136,553.23
07-000-01101-000	Claim On Cash	2,908.36
07-000-01104-000	Cash in TexPool Prime EDC	1,700,158.79
07-000-01375-000	Notes Receivable-currently due	746.33
07-000-01375-001	Notes Receivable	25,375.22
07-000-01376-000	N/R-Potential Forgiveness	26,867.79
07-000-01426-000	Due from Events Fund	-4,667.00
07-000-01550-000	Prepaid insurance	1,058.80
	Total Assets:	1,889,001.52
		1,889,001.52
Liability		
07-000-02101-000	Accounts Payable Pending	3,000.00
07-000-02180-000	Customer Deposit	5,000.00
	Total Liability:	8,000.00
Equity		
07-000-02410-000	Fund Balance	1,992,585.68
07-000-02420-000	Restricted Fund Balance	100,000.00
	Total Beginning Equity:	2,092,585.68
Total Revenue		611,760.53
Total Expense		823,344.69
Revenues Over/Under Expenses		-211,584.16
	Total Equity and Current Surplus (Deficit):	1,881,001.52
	Total Liabilities, Equity and Current Surplus (Deficit):	1,889,001.52



City of Wolfforth

EDC Income Statement

Account Summary

Item # 2.

For Fiscal: 2024-2025 Period Ending: 08/31/2025

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Fund: 07 - Economic Development Corporation						
Revenue						
07-000-31300-000	Sales Tax	600,000.00	600,000.00	71,196.93	541,622.03	58,377.97
07-000-36110-000	Interest income	50,000.00	50,000.00	6,355.16	70,130.98	-20,130.98
07-000-36910-000	Other income	0.00	0.00	0.00	7.52	-7.52
Revenue Total:		650,000.00	650,000.00	77,552.09	611,760.53	38,239.47
Expense						
ExpenseCategory: 42 - Supplies						
07-752-42010-000	Office Supplies & Expense	260.00	260.00	0.00	104.34	155.66
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07-752-43140-000	Legal Publications	1,600.00	1,600.00	166.00	636.00	964.00
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07-752-43195-000	Electricity/Gas/Phone	0.00	0.00	20.56	180.73	-180.73
07-752-43220-000	Repairs and Maintenance	0.00	0.00	0.00	40.00	-40.00
07-752-43320-000	Postage/Freight	50.00	50.00	0.00	0.00	50.00
07-752-43401-000	Travel/Training/Conferences	18,500.00	18,500.00	3,594.05	18,843.71	-343.71
07-752-43501-000	Memberships	6,000.00	6,000.00	0.00	3,600.00	2,400.00
07-752-43505-000	Fees and Charges	0.00	0.00	112.92	933.16	-933.16
07-752-43900-000	Contract Services	95,000.00	95,000.00	10,875.00	50,639.20	44,360.80
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07-752-46400-000	Capital Reserves	2,705.00	2,705.00	0.00	0.00	2,705.00
ExpenseCategory: 46 - Capital Total:		2,705.00	2,705.00	0.00	451,667.88	-448,962.88
ExpenseCategory: 49 - Other Financing Uses						
07-752-49200-000	Note Agreement Forgiveness	0.00	0.00	0.00	29,259.88	-29,259.88
ExpenseCategory: 49 - Other Financing Uses Total:		0.00	0.00	0.00	29,259.88	-29,259.88
Expense Total:		650,000.00	650,000.00	42,608.62	823,344.69	-173,344.69
Fund: 07 - Economic Development Corporation Surplus (Deficit):		0.00	0.00	34,943.47	-211,584.16	
Total Surplus (Deficit):		0.00	0.00	34,943.47	-211,584.16	

Group Summary

ExpenseCategory	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
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44 - Operating Expense	340,000.00	340,000.00	9,650.00	54,065.01	285,934.99
46 - Capital	2,705.00	2,705.00	0.00	451,667.88	-448,962.88
49 - Other Financing Uses	0.00	0.00	0.00	29,259.88	-29,259.88
Expense Total:	650,000.00	650,000.00	42,608.62	823,344.69	-173,344.69
Fund: 07 - Economic Development Corporation Surplus (Deficit):	0.00	0.00	34,943.47	-211,584.16	211,584.16
Total Surplus (Deficit):	0.00	0.00	34,943.47	-211,584.16	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
07 - Economic Development	0.00	0.00	34,943.47	-211,584.16	211,584.16
Total Surplus (Deficit):	0.00	0.00	34,943.47	-211,584.16	



AGENDA ITEM COMMENTARY

MEETING NAME:	Economic Development Corporation
MEETING DATE:	October 7, 2025
ITEM TITLE:	Consider and take appropriate action on strategic planning session with Marketing Alliance.
STAFF INITIATOR:	Danielle Sweat-EDC Director

BACKGROUND:

David Petr with Marketing Alliance will be in Wolfforth to facilitate the 2025–2026 Strategic Plan. This is our second plan, following the one completed in 2023, and comes at a time of major momentum with projects like United Supermarkets, expanded grant programs, and retail recruitment. Marketing Alliance uses a collaborative process of board engagement, stakeholder interviews, and workshops to set clear, actionable goals. This planning effort is intentionally timed to align with the City’s new comprehensive plan so that our economic development priorities can be integrated with the community’s long-term vision.

EXHIBITS:**COUNCIL ACTION/STAFF RECOMMENDATION:**