



# ECONOMIC DEVELOPMENT CORPORATION MEETING

January 06, 2026 at 11:30 AM

Wolfforth City Hall - 302 Main Street Wolfforth, TX

## AGENDA

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### CALL MEETING TO ORDER

### ROLL CALL AND ESTABLISH A QUORUM

### CITIZEN ENGAGEMENT

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

### CONSENT AGENDA

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

1. Consider and take appropriate action on December 2, 2025, minutes.
2. Consider and take appropriate action on November 2025 finances.

### ITEMS FOR INDIVIDUAL CONSIDERATION

3. Consider and take appropriate action on new billboard design.
4. Consider and take appropriate action on CivicServe platform update.
5. Consider and take appropriate action on future agenda item requests.

## **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 December 30, 2025 at 5:00 p.m.

Danielle Sweat, Economic Development Director



# ECONOMIC DEVELOPMENT CORPORATION MEETING

December 02, 2025 at 11:30 AM

Wolfforth City Hall - 302 Main Street Wolfforth, TX

## MINUTES

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Meeting was called to order at 11:30.

### ROLL CALL AND ESTABLISH A QUORUM

In attendance: Joel Robinett, Tyler Zalmanzig, Ryan Smith, Randy Criswell, Farley Reeves, Nicole Butler, Russell Thomasson, Taylor McAlpine, Tara Tomlinson, Danielle Sweat

### 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.

A motion was made to approve the consent agenda as presented by Farley Reeves and seconded by Nicole Butler. Motion passed unanimously.

1. Consider and take appropriate action on November 3, 2025, minutes.
2. Consider and take appropriate action on October 2025 financials.

**ITEMS FOR INDIVIDUAL CONSIDERATION**

- 3. Consider and take appropriate action on Lubbock Chamber of Commerce Luncheon recap.

No action taken. Will make decisions on luncheons based on a case-by-case basis.

- 4. Consider and take appropriate action on BIG grant application from Hard Body Customs.

No action taken. Director is to ask clarifying questions and report back in January.

- 5. Consider and take appropriate action on High Demand Job Training Grant for FISD.

A motion was made by Nicole Butler to contribute a quarter of the grant request. This was seconded by Tyler Zalmanzig. Motion passed unanimously. Farley Reeves recused himself due to his association with FISD.

The board entered into executive session at 12:07 PM.

The board reconvened into open session at 1:40. A motion was made by Russell Thomasson and seconded by Ryan Smith to approve the use of EDC land for the county and give the director and city manager the authority to establish lease rates. This motion passed unanimously.

**ADJOURN**

1:41

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 November 24, 2025 at 5:00 p.m.

Danielle Sweat, Economic Development Director

Joel Robinett, Board Chair



City of Wolfforth

Item # 2.  
**EDC Balance Sheet**  
**Account Summary**  
 As Of 11/30/2025

Account	Name	Balance
<b>Fund: 07 - Economic Development Corporation</b>		
<b>Assets</b>		
<a href="#">07-000-01100-000</a>	Cash in Bank	139,677.95
<a href="#">07-000-01104-000</a>	Cash in TexPool Prime EDC	1,317,425.86
<a href="#">07-000-01375-001</a>	Notes Receivable	23,882.56
<a href="#">07-000-01376-000</a>	N/R-Potential Forgiveness	26,867.79
<a href="#">07-000-01550-000</a>	Prepaid insurance	1,094.93
	<b>Total Assets:</b>	<b>1,508,949.09</b>
		<b><u>1,508,949.09</u></b>
<b>Liability</b>		
<a href="#">07-000-02101-000</a>	Accounts Payable Pending	5,000.00
<a href="#">07-000-02110-000</a>	Accounts Payable	400.00
<a href="#">07-000-02180-000</a>	Customer Deposit	5,000.00
	<b>Total Liability:</b>	<b>10,400.00</b>
<b>Equity</b>		
<a href="#">07-000-02410-000</a>	Fund Balance	1,548,189.53
	<b>Total Beginning Equity:</b>	<b>1,548,189.53</b>
Total Revenue		8,968.84
Total Expense		58,609.28
<b>Revenues Over/Under Expenses</b>		<b>-49,640.44</b>
	<b>Total Equity and Current Surplus (Deficit):</b>	<b>1,498,549.09</b>
	<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>	<b><u>1,508,949.09</u></b>



City of Wolfforth

# EDC Income Statement Account Summary

Item # 2.

For Fiscal: 2025-2026 Period Ending: 11/30/2025

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 07 - Economic Development Corporation</b>						
<b>Revenue</b>						
<a href="#">07-000-31300-000</a>	EDC Sales Tax	725,000.00	725,000.00	0.00	0.00	725,000.00
<a href="#">07-000-36110-000</a>	Interest income	50,000.00	50,000.00	4,433.79	8,968.84	41,031.16
	<b>Revenue Total:</b>	<b>775,000.00</b>	<b>775,000.00</b>	<b>4,433.79</b>	<b>8,968.84</b>	<b>766,031.16</b>
<b>Expense</b>						
<b>ExpenseCategory: 42 - Supplies</b>						
<a href="#">07-752-42010-000</a>	Office Supplies & Expense	250.00	250.00	0.00	234.52	15.48
<a href="#">07-752-42115-000</a>	Apparel	0.00	0.00	50.90	50.90	-50.90
<a href="#">07-752-42192-000</a>	Meeting Expense	3,000.00	3,000.00	200.75	672.11	2,327.89
<a href="#">07-752-42195-000</a>	Special Events and Awards	18,000.00	18,000.00	0.00	0.00	18,000.00
	<b>ExpenseCategory: 42 - Supplies Total:</b>	<b>21,250.00</b>	<b>21,250.00</b>	<b>251.65</b>	<b>957.53</b>	<b>20,292.47</b>
<b>ExpenseCategory: 43 - Services</b>						
<a href="#">07-752-43101-000</a>	Legal services	6,500.00	6,500.00	104.00	104.00	6,396.00
<a href="#">07-752-43117-000</a>	Traffic Impact Analysis	0.00	0.00	0.00	6,925.00	-6,925.00
<a href="#">07-752-43140-000</a>	Legal Publications	1,600.00	1,600.00	0.00	324.00	1,276.00
<a href="#">07-752-43150-000</a>	Marketing	72,500.00	72,500.00	2,610.00	4,820.00	67,680.00
<a href="#">07-752-43150-001</a>	Marketing - Social Media	0.00	0.00	557.06	950.39	-950.39
<a href="#">07-752-43151-000</a>	Customer Appreciation	5,000.00	5,000.00	411.64	411.64	4,588.36
<a href="#">07-752-43195-000</a>	Electricity/Gas/Phone	0.00	0.00	0.00	20.56	-20.56
<a href="#">07-752-43230-000</a>	R & M Grounds	14,000.00	14,000.00	0.00	0.00	14,000.00
<a href="#">07-752-43320-000</a>	Postage/Freight	50.00	50.00	0.00	0.00	50.00
<a href="#">07-752-43401-000</a>	Travel/Training/Conferences	25,000.00	25,000.00	3,632.25	6,293.54	18,706.46
<a href="#">07-752-43501-000</a>	Memberships	6,500.00	6,500.00	300.00	2,550.00	3,950.00
<a href="#">07-752-43505-000</a>	Fees and Charges	1,200.00	1,200.00	21.28	192.56	1,007.44
<a href="#">07-752-43900-000</a>	Contract Services	152,000.00	152,000.00	11,583.33	21,448.33	130,551.67
<a href="#">07-752-43905-000</a>	EDC Administration Reimbursement	0.00	0.00	7,546.25	12,111.73	-12,111.73
	<b>ExpenseCategory: 43 - Services Total:</b>	<b>284,350.00</b>	<b>284,350.00</b>	<b>26,765.81</b>	<b>56,151.75</b>	<b>228,198.25</b>
<b>ExpenseCategory: 44 - Operating Expense</b>						
<a href="#">07-752-44001-000</a>	Business Support	379,400.00	379,400.00	0.00	0.00	379,400.00
<a href="#">07-752-44001-001</a>	Business Improvement Grant	50,000.00	50,000.00	0.00	0.00	50,000.00
<a href="#">07-752-44001-002</a>	Business Marketing Grant	20,000.00	20,000.00	0.00	0.00	20,000.00
<a href="#">07-752-44002-000</a>	Sponsorships	20,000.00	20,000.00	1,500.00	1,500.00	18,500.00
	<b>ExpenseCategory: 44 - Operating Expense Total:</b>	<b>469,400.00</b>	<b>469,400.00</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>467,900.00</b>
	<b>Expense Total:</b>	<b>775,000.00</b>	<b>775,000.00</b>	<b>28,517.46</b>	<b>58,609.28</b>	<b>716,390.72</b>
<b>Fund: 07 - Economic Development Corporation Surplus (Deficit):</b>						
		<b>0.00</b>	<b>0.00</b>	<b>-24,083.67</b>	<b>-49,640.44</b>	
	<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-24,083.67</b>	<b>-49,640.44</b>	

**Group Summary**

ExpenseCategory	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 07 - Economic Development Corporation</b>					
<b>Revenue</b>					
	775,000.00	775,000.00	4,433.79	8,968.84	766,031.16
<b>Revenue Total:</b>	<b>775,000.00</b>	<b>775,000.00</b>	<b>4,433.79</b>	<b>8,968.84</b>	<b>766,031.16</b>
<b>Expense</b>					
42 - Supplies	21,250.00	21,250.00	251.65	957.53	20,292.47
43 - Services	284,350.00	284,350.00	26,765.81	56,151.75	228,198.25
44 - Operating Expense	469,400.00	469,400.00	1,500.00	1,500.00	467,900.00
<b>Expense Total:</b>	<b>775,000.00</b>	<b>775,000.00</b>	<b>28,517.46</b>	<b>58,609.28</b>	<b>716,390.72</b>
<b>Fund: 07 - Economic Development Corporation Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-24,083.67</b>	<b>-49,640.44</b>	<b>49,640.44</b>
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-24,083.67</b>	<b>-49,640.44</b>	

### Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
07 - Economic Development	0.00	0.00	-24,083.67	-49,640.44	49,640.44
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-24,083.67</b>	<b>-49,640.44</b>	



		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 07 - Economic Development Corporation</b>							
<b>Revenue</b>							
<a href="#">07-000-31300-000</a>	EDC Sales Tax	725,000.00	725,000.00	0.00	0.00	-725,000.00	0.00 %
<a href="#">07-000-36110-000</a>	Interest income	50,000.00	50,000.00	4,433.79	8,968.84	-41,031.16	17.94 %
	<b>Revenue Total:</b>	<b>775,000.00</b>	<b>775,000.00</b>	<b>4,433.79</b>	<b>8,968.84</b>	<b>-766,031.16</b>	<b>1.16%</b>
<b>Expense</b>							
<b>ExpenseCategory: 42 - Supplies</b>							
<a href="#">07-752-42010-000</a>	Office Supplies & Expense	250.00	250.00	0.00	234.52	15.48	93.81 %
<a href="#">07-752-42115-000</a>	Apparel	0.00	0.00	50.90	50.90	-50.90	0.00 %
<a href="#">07-752-42192-000</a>	Meeting Expense	3,000.00	3,000.00	200.75	672.11	2,327.89	22.40 %
<a href="#">07-752-42195-000</a>	Special Events and Awards	18,000.00	18,000.00	0.00	0.00	18,000.00	0.00 %
	<b>ExpenseCategory: 42 - Supplies Total:</b>	<b>21,250.00</b>	<b>21,250.00</b>	<b>251.65</b>	<b>957.53</b>	<b>20,292.47</b>	<b>4.51%</b>
<b>ExpenseCategory: 43 - Services</b>							
<a href="#">07-752-43101-000</a>	Legal services	6,500.00	6,500.00	104.00	104.00	6,396.00	1.60 %
<a href="#">07-752-43117-000</a>	Traffic Impact Analysis	0.00	0.00	0.00	6,925.00	-6,925.00	0.00 %
<a href="#">07-752-43140-000</a>	Legal Publications	1,600.00	1,600.00	0.00	324.00	1,276.00	20.25 %
<a href="#">07-752-43150-000</a>	Marketing	72,500.00	72,500.00	2,610.00	4,820.00	67,680.00	6.65 %
<a href="#">07-752-43150-001</a>	Marketing - Social Media	0.00	0.00	557.06	950.39	-950.39	0.00 %
<a href="#">07-752-43151-000</a>	Customer Appreciation	5,000.00	5,000.00	411.64	411.64	4,588.36	8.23 %
<a href="#">07-752-43195-000</a>	Electricity/Gas/Phone	0.00	0.00	0.00	20.56	-20.56	0.00 %
<a href="#">07-752-43230-000</a>	R & M Grounds	14,000.00	14,000.00	0.00	0.00	14,000.00	0.00 %
<a href="#">07-752-43320-000</a>	Postage/Freight	50.00	50.00	0.00	0.00	50.00	0.00 %
<a href="#">07-752-43401-000</a>	Travel/Training/Conferences	25,000.00	25,000.00	3,632.25	6,293.54	18,706.46	25.17 %
<a href="#">07-752-43501-000</a>	Memberships	6,500.00	6,500.00	300.00	2,550.00	3,950.00	39.23 %
<a href="#">07-752-43505-000</a>	Fees and Charges	1,200.00	1,200.00	21.28	192.56	1,007.44	16.05 %
<a href="#">07-752-43900-000</a>	Contract Services	152,000.00	152,000.00	11,583.33	21,448.33	130,551.67	14.11 %
<a href="#">07-752-43905-000</a>	EDC Administration Reimbursemen	0.00	0.00	7,546.25	12,111.73	-12,111.73	0.00 %
	<b>ExpenseCategory: 43 - Services Total:</b>	<b>284,350.00</b>	<b>284,350.00</b>	<b>26,765.81</b>	<b>56,151.75</b>	<b>228,198.25</b>	<b>19.75%</b>
<b>ExpenseCategory: 44 - Operating Expense</b>							
<a href="#">07-752-44001-000</a>	Business Support	379,400.00	379,400.00	0.00	0.00	379,400.00	0.00 %
<a href="#">07-752-44001-001</a>	Business Improvement Grant	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00 %
<a href="#">07-752-44001-002</a>	Business Marketing Grant	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
<a href="#">07-752-44002-000</a>	Sponsorships	20,000.00	20,000.00	1,500.00	1,500.00	18,500.00	7.50 %
	<b>ExpenseCategory: 44 - Operating Expense Total:</b>	<b>469,400.00</b>	<b>469,400.00</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>467,900.00</b>	<b>0.32%</b>
	<b>Expense Total:</b>	<b>775,000.00</b>	<b>775,000.00</b>	<b>28,517.46</b>	<b>58,609.28</b>	<b>716,390.72</b>	<b>7.56%</b>
<b>Fund: 07 - Economic Development Corporation Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-24,083.67</b>	<b>-49,640.44</b>	<b>-49,640.44</b>	<b>0.00%</b>
<b>Report Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-24,083.67</b>	<b>-49,640.44</b>	<b>-49,640.44</b>	<b>0.00%</b>

## Group Summary

ExpenseCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 07 - Economic Development Corporation</b>						
<b>Revenue</b>						
	775,000.00	775,000.00	4,433.79	8,968.84	-766,031.16	1.16%
<b>Revenue Total:</b>	<b>775,000.00</b>	<b>775,000.00</b>	<b>4,433.79</b>	<b>8,968.84</b>	<b>-766,031.16</b>	<b>1.16%</b>
<b>Expense</b>						
42 - Supplies	21,250.00	21,250.00	251.65	957.53	20,292.47	4.51%
43 - Services	284,350.00	284,350.00	26,765.81	56,151.75	228,198.25	19.75%
44 - Operating Expense	469,400.00	469,400.00	1,500.00	1,500.00	467,900.00	0.32%
<b>Expense Total:</b>	<b>775,000.00</b>	<b>775,000.00</b>	<b>28,517.46</b>	<b>58,609.28</b>	<b>716,390.72</b>	<b>7.56%</b>
<b>Fund: 07 - Economic Development Corporation Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-24,083.67</b>	<b>-49,640.44</b>	<b>-49,640.44</b>	<b>0.00%</b>
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-24,083.67</b>	<b>-49,640.44</b>	<b>-49,640.44</b>	<b>0.00%</b>

### Fund Summary

<b>Fund</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>Period Activity</b>	<b>Fiscal Activity</b>	<b>Variance Favorable (Unfavorable)</b>
07 - Economic Development Corp	0.00	0.00	-24,083.67	-49,640.44	-49,640.44
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-24,083.67</b>	<b>-49,640.44</b>	<b>-49,640.44</b>



City of Wolfforth

# Journal Entry Report

Item # 2.

Posted Date Range: -

Journal Range: 4369 - 4369

JE Number	Packet	Controlling Fund	Posting Date	Transaction Date	Accrual Date	Adjusting Entry	Amount
JN04369	GLPKT11817 - Sales Tax November 2025	98	09/30/2025	11/07/2025		N	
Created By Terri Robinette	Accrue Sales Tax Receivable						
Account	Account Name	Description			JE Type: <None>		
<a href="#">01-000-01609-000</a>	Sales Tax Receivable	Accrue Sales Tax Receivable			Project Account Key	IFT	160,161.84
<a href="#">01-000-31300-000</a>	Sales Tax	Accrue Sales Tax Receivable					-160,161.84
<a href="#">07-000-01609-000</a>	Sales Tax Receivable	Accrue Sales Tax Receivable					80,068.91
<a href="#">07-000-31300-000</a>	EDC Sales Tax	Accrue Sales Tax Receivable					-80,068.91

### Account Summary

Account	Account Name	Amount
<a href="#">01-000-01609-000</a>	Sales Tax Receivable	160,161.84
<a href="#">01-000-31300-000</a>	Sales Tax	-160,161.84
<a href="#">07-000-01609-000</a>	Sales Tax Receivable	80,068.91
<a href="#">07-000-31300-000</a>	EDC Sales Tax	-80,068.91

### Journal Summary

Journal Count:	1
Entry Count:	4
Debits:	240,230.75
Credits:	-240,230.75



## AGENDA ITEM COMMENTARY

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<b>MEETING NAME:</b>	Economic Development Corporation
<b>MEETING DATE:</b>	1-6-2026
<b>ITEM TITLE:</b>	Consider and take appropriate action on new billboard design.
<b>STAFF INITIATOR:</b>	Danielle Sweat – Executive Director

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### BACKGROUND:

In the summer of 2023, the WEDC worked with Purpose Marketing to develop a billboard design currently displayed near the Casey Administration Building. The attached image reflects that existing design.

Since that time, several elements of the billboard are now outdated, including the WEDC logo and the website URL referenced on the sign. As our branding and digital presence have evolved, the current billboard no longer fully aligns with our most up-to-date messaging or visual standards.

The purpose of this agenda item is to discuss whether the Board is comfortable with the Director exploring an updated billboard design that reflects current branding, messaging, and contact information. Any revised design would be brought back to the Board for review prior to implementation.

The Director is seeking direction from the Board on moving forward with this effort.

### EXHIBITS:



### COUNCIL ACTION/STAFF RECOMMENDATION:



## AGENDA ITEM COMMENTARY

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<b>MEETING NAME:</b>	Economic Development Corporation
<b>MEETING DATE:</b>	January 6, 2026
<b>ITEM TITLE:</b>	Consider and take appropriate action on CivicServe platform update.
<b>STAFF INITIATOR:</b>	Danielle Sweat- EDC Director

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### BACKGROUND:

I will be providing the board with a brief overview of the WEDC CivicServe platform, which is nearly ready to go live. I'll walk through what the platform looks like and how it will function for both internal use and for outside users.

From an external perspective, CivicServe will serve as a centralized access point for incentive and program applications. At launch, the platform may appear fairly minimal, and that is intentional. As I begin adding contacts, performance agreements, historical records, and new applications, it will evolve into a comprehensive repository for WEDC activity.

Internally, the platform is designed to help streamline operations by consolidating information that is currently spread across multiple systems, emails, and files. In the short term, it does feel like additional work as information is migrated and processes are refined. However, I believe this upfront effort will be in the best interest of the organization long term.

As WEDC continues to grow, and especially if we add staff in the future, having all data, agreements, and applications housed in one place will be a significant operational benefit. I believe this platform will improve workflow, consistency, and continuity, and will serve the organization well moving forward.

### EXHIBITS:

### COUNCIL ACTION/STAFF RECOMMENDATION:

No action is required from the board at this time. This item is being presented for informational purposes only.