



ECONOMIC DEVELOPMENT CORPORATION MEETING

February 03, 2026 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 January 6, 2026, minutes.
2. Consider and take appropriate action on December 2025 financials.

ITEMS FOR INDIVIDUAL CONSIDERATION

3. Consider and take appropriate action on an economic development project involving the purchase of the existing building at 502 E Highway 62 in Wolfforth for business retention purposes.

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 January 28, 2026, at 5:00 p.m.

Danielle Sweat, Economic Development Director



ECONOMIC DEVELOPMENT CORPORATION MEETING

January 06, 2026 at 11:30 AM

Wolfforth City Hall - 302 Main Street Wolfforth, TX

MINUTES

CALL MEETING TO ORDER

Meeting called to order at 11:41 AM.

ROLL CALL AND ESTABLISH A QUORUM

In attendance: Tyler Zalmanzig, Ryan Smith, Nicole Butler, Randy Criswell, Danielle Sweat, Glen Frick, Farley Reeves, Russell Thomasson, Taylor McAlpine, Paula Sexton

CITIZEN ENGAGEMENT

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CONSENT AGENDA

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

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

A motion was made by Farley Reeves and seconded by Ryan Smith to add Russell Thomasson to the attendance of the last meeting and approve the rest of the minutes. Motion passed unanimously.

- 2. Consider and take appropriate action on November 2025 finances.

A motion was made by Paula Sexton and seconded by Farley Reeves to approve November 2025 financials. This motion passed unanimously.

ITEMS FOR INDIVIDUAL CONSIDERATION

- 4. Consider and take appropriate action on CivicServe platform update.

No action taken.

- 5. Consider and take appropriate action on future agenda item requests.

No future agenda items requested.

The board entered into executive session at 11:55 am.

The board reconvened into open session at 1:13 pm.

A motion was made by Nicole Butler and seconded by Paula Sexton to amend the proposed Sales Tax Reimbursement Program to a two-year program with 75% reimbursement after year one, and 50% reimbursement after year two. There will be no denials, but the retailer must apply for the program. This program will sunset on phase one five years after the fifth day of business operations of the United Supermarkets in Wolfforth. This motion passed unanimously.

ADJOURN

1:13 PM

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

Certification

I, the undersigned authority do hereby certify that the Notice of Meeting was posted at City Hall of the City of Wolfforth, Texas was posted on December 30, 2025 at 5:00 p.m.

Danielle Sweat, Economic Development Director

Item # 1.



		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	EDC Sales Tax	725,000.00	725,000.00	73,194.94	73,194.94	-651,805.06	10.10 %
07-000-36110-000	Interest income	50,000.00	50,000.00	4,494.81	13,463.65	-36,536.35	26.93 %
	Revenue Total:	775,000.00	775,000.00	77,689.75	86,658.59	-688,341.41	11.18%
Expense							
ExpenseCategory: 42 - Supplies							
07-752-42010-000	Office Supplies & Expense	250.00	250.00	0.00	234.52	15.48	93.81 %
07-752-42115-000	Apparel	0.00	0.00	0.00	50.90	-50.90	0.00 %
07-752-42192-000	Meeting Expense	3,000.00	3,000.00	335.90	1,008.01	1,991.99	33.60 %
07-752-42195-000	Special Events and Awards	18,000.00	18,000.00	0.00	0.00	18,000.00	0.00 %
	ExpenseCategory: 42 - Supplies Total:	21,250.00	21,250.00	335.90	1,293.43	19,956.57	6.09%
ExpenseCategory: 43 - Services							
07-752-43101-000	Legal services	6,500.00	6,500.00	936.00	1,040.00	5,460.00	16.00 %
07-752-43117-000	Traffic Impact Analysis	0.00	0.00	0.00	6,925.00	-6,925.00	0.00 %
07-752-43140-000	Legal Publications	1,600.00	1,600.00	0.00	324.00	1,276.00	20.25 %
07-752-43150-000	Marketing	72,500.00	72,500.00	2,535.00	7,355.00	65,145.00	10.14 %
07-752-43150-001	Marketing - Social Media	0.00	0.00	544.00	1,494.39	-1,494.39	0.00 %
07-752-43151-000	Customer Appreciation	5,000.00	5,000.00	51.95	463.59	4,536.41	9.27 %
07-752-43195-000	Electricity/Gas/Phone	0.00	0.00	0.00	41.12	-41.12	0.00 %
07-752-43230-000	R & M Grounds	14,000.00	14,000.00	0.00	0.00	14,000.00	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	25,000.00	25,000.00	1,973.29	8,266.83	16,733.17	33.07 %
07-752-43501-000	Memberships	6,500.00	6,500.00	1,050.00	3,600.00	2,900.00	55.38 %
07-752-43505-000	Fees and Charges	1,200.00	1,200.00	21.28	213.84	986.16	17.82 %
07-752-43900-000	Contract Services	152,000.00	152,000.00	5,000.00	26,448.33	125,551.67	17.40 %
07-752-43905-000	EDC Administration Reimbursemen	0.00	0.00	8,366.46	20,478.19	-20,478.19	0.00 %
	ExpenseCategory: 43 - Services Total:	284,350.00	284,350.00	20,477.98	76,650.29	207,699.71	26.96%
ExpenseCategory: 44 - Operating Expense							
07-752-44001-000	Business Support	379,400.00	379,400.00	0.00	0.00	379,400.00	0.00 %
07-752-44001-001	Business Improvement Grant	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00 %
07-752-44001-002	Business Marketing Grant	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
07-752-44002-000	Sponsorships	20,000.00	20,000.00	0.00	1,500.00	18,500.00	7.50 %
	ExpenseCategory: 44 - Operating Expense Total:	469,400.00	469,400.00	0.00	1,500.00	467,900.00	0.32%
	Expense Total:	775,000.00	775,000.00	20,813.88	79,443.72	695,556.28	10.25%
Fund: 07 - Economic Development Corporation Surplus (Deficit):		0.00	0.00	56,875.87	7,214.87	7,214.87	0.00%
Report Surplus (Deficit):		0.00	0.00	56,875.87	7,214.87	7,214.87	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						
	775,000.00	775,000.00	77,689.75	86,658.59	-688,341.41	11.18%
Revenue Total:	775,000.00	775,000.00	77,689.75	86,658.59	-688,341.41	11.18%
Expense						
42 - Supplies	21,250.00	21,250.00	335.90	1,293.43	19,956.57	6.09%
43 - Services	284,350.00	284,350.00	20,477.98	76,650.29	207,699.71	26.96%
44 - Operating Expense	469,400.00	469,400.00	0.00	1,500.00	467,900.00	0.32%
Expense Total:	775,000.00	775,000.00	20,813.88	79,443.72	695,556.28	10.25%
Fund: 07 - Economic Development Corporation Surplus (Deficit):	0.00	0.00	56,875.87	7,214.87	7,214.87	0.00%
Report Surplus (Deficit):	0.00	0.00	56,875.87	7,214.87	7,214.87	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	56,875.87	7,214.87	7,214.87
Report Surplus (Deficit):	0.00	0.00	56,875.87	7,214.87	7,214.87



City of Wolfforth

Item # 2.
EDC Balance Sheet
Account Summary
 As Of 12/31/2025

Account	Name	Balance
Fund: 07 - Economic Development Corporation		
Assets		
07-000-01100-000	Cash in Bank	87,709.78
07-000-01104-000	Cash in TexPool Prime EDC	1,421,920.67
07-000-01375-001	Notes Receivable	23,136.23
07-000-01376-000	N/R-Potential Forgiveness	26,867.79
07-000-01550-000	Prepaid insurance	1,094.93
	Total Assets:	1,560,729.40
		<u>1,560,729.40</u>
Liability		
07-000-02101-000	Accounts Payable Pending	325.00
07-000-02180-000	Customer Deposit	5,000.00
	Total Liability:	5,325.00
Equity		
07-000-02410-000	Fund Balance	1,548,189.53
	Total Beginning Equity:	1,548,189.53
Total Revenue		86,658.59
Total Expense		79,443.72
Revenues Over/Under Expenses		<u>7,214.87</u>
	Total Equity and Current Surplus (Deficit):	1,555,404.40
	Total Liabilities, Equity and Current Surplus (Deficit):	<u>1,560,729.40</u>



		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 07 - Economic Development Corporation						
Revenue						
07-000-31300-000	EDC Sales Tax	725,000.00	725,000.00	73,194.94	73,194.94	651,805.06
07-000-36110-000	Interest income	50,000.00	50,000.00	4,494.81	13,463.65	36,536.35
	Revenue Total:	775,000.00	775,000.00	77,689.75	86,658.59	688,341.41
Expense						
ExpenseCategory: 42 - Supplies						
07-752-42010-000	Office Supplies & Expense	250.00	250.00	0.00	234.52	15.48
07-752-42115-000	Apparel	0.00	0.00	0.00	50.90	-50.90
07-752-42192-000	Meeting Expense	3,000.00	3,000.00	335.90	1,008.01	1,991.99
07-752-42195-000	Special Events and Awards	18,000.00	18,000.00	0.00	0.00	18,000.00
	ExpenseCategory: 42 - Supplies Total:	21,250.00	21,250.00	335.90	1,293.43	19,956.57
ExpenseCategory: 43 - Services						
07-752-43101-000	Legal services	6,500.00	6,500.00	936.00	1,040.00	5,460.00
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07-752-43140-000	Legal Publications	1,600.00	1,600.00	0.00	324.00	1,276.00
07-752-43150-000	Marketing	72,500.00	72,500.00	2,535.00	7,355.00	65,145.00
07-752-43150-001	Marketing - Social Media	0.00	0.00	544.00	1,494.39	-1,494.39
07-752-43151-000	Customer Appreciation	5,000.00	5,000.00	51.95	463.59	4,536.41
07-752-43195-000	Electricity/Gas/Phone	0.00	0.00	0.00	41.12	-41.12
07-752-43230-000	R & M Grounds	14,000.00	14,000.00	0.00	0.00	14,000.00
07-752-43320-000	Postage/Freight	50.00	50.00	0.00	0.00	50.00
07-752-43401-000	Travel/Training/Conferences	25,000.00	25,000.00	1,973.29	8,266.83	16,733.17
07-752-43501-000	Memberships	6,500.00	6,500.00	1,050.00	3,600.00	2,900.00
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	ExpenseCategory: 43 - Services Total:	284,350.00	284,350.00	20,477.98	76,650.29	207,699.71
ExpenseCategory: 44 - Operating Expense						
07-752-44001-000	Business Support	379,400.00	379,400.00	0.00	0.00	379,400.00
07-752-44001-001	Business Improvement Grant	50,000.00	50,000.00	0.00	0.00	50,000.00
07-752-44001-002	Business Marketing Grant	20,000.00	20,000.00	0.00	0.00	20,000.00
07-752-44002-000	Sponsorships	20,000.00	20,000.00	0.00	1,500.00	18,500.00
	ExpenseCategory: 44 - Operating Expense Total:	469,400.00	469,400.00	0.00	1,500.00	467,900.00
	Expense Total:	775,000.00	775,000.00	20,813.88	79,443.72	695,556.28
Fund: 07 - Economic Development Corporation Surplus (Deficit):						
		0.00	0.00	56,875.87	7,214.87	
	Total Surplus (Deficit):	0.00	0.00	56,875.87	7,214.87	

Group Summary

ExpenseCategory	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
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44 - Operating Expense	469,400.00	469,400.00	0.00	1,500.00	467,900.00
Expense Total:	775,000.00	775,000.00	20,813.88	79,443.72	695,556.28
Fund: 07 - Economic Development Corporation Surplus (Deficit):	0.00	0.00	56,875.87	7,214.87	-7,214.87
Total Surplus (Deficit):	0.00	0.00	56,875.87	7,214.87	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
07 - Economic Development	0.00	0.00	56,875.87	7,214.87	-7,214.87
Total Surplus (Deficit):	0.00	0.00	56,875.87	7,214.87	

Post Date	Date Created	Packet	Description	Amount
09/30/2025	10/14/2025	GLPKT11494	Accrue Sales Tax	(70,743.00)
09/30/2025	11/07/2025	GLPKT11817	Accrue Sales Tax	(80,068.91)
12/12/2025	12/12/2025	GLPKT12196	Due from COW S	(73,194.94)
				<u>(224,006.85)</u>



AGENDA ITEM COMMENTARY

MEETING NAME:	Economic Development Corporation
MEETING DATE:	February 3, 2026
ITEM TITLE:	Consider and take appropriate action on an economic development project involving the purchase of the existing building at 502 E Highway 62 in Wolfforth for business retention purposes.
STAFF INITIATOR:	EDC Director – Danielle Sweat

BACKGROUND:

This item relates to a previously discussed economic development project involving the acquisition of an existing building within the City of Wolfforth for business retention purposes. The property is the current University Medical Center clinic. As the building is owned by another governmental entity, the City of Wolfforth is able to purchase the property outright. Upon completion of that transaction, the Wolfforth EDC would acquire the building from the City and subsequently sell it to OJD Engineering, a local business that is losing its current lease. This project supports business retention and continued economic activity within the city limits.

EXHIBITS:

COUNCIL ACTION/STAFF RECOMMENDATION: