



# CITY COUNCIL MEETING

February 05, 2024 at 6:00 PM

Wolfforth City Hall - 302 Main Street Wolfforth, TX

## AGENDA

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### **CALL MEETING TO ORDER**

**INVOCATION - Council Member David Cooper**

**PLEDGE OF ALLEGIANCE - Council Member Greg Stout**

**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.

**RECOGNITION AND PROCLAMATIONS**

**CONSENT AGENDA**

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 minutes from January 22, 2024 Council meeting
2. Consider and take appropriate action on Resolution 2024-008

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS AMENDING THE AGREEMENT WITH ROYCE WITTIE FOR MUNICIPAL COURT JUDGE; AND PROVIDING AN EFFECTIVE DATE

3. Consider and take appropriate action on the City of Wolfforth Library's request for funding from the Hotel Occupancy Tax Funds for the 2024 Summer Reading program.
4. Consider and take appropriate action regarding the Wolfforth Police Department 2023 Racial Profiling Report

## **REGULAR SESSION**

5. Consider and take appropriate action on Ordinance 2024-005

AN ORDINANCE OF THE CITY COUNCIL OF WOLFFORTH, TEXAS, CALLING A GENERAL ELECTION TO BE HELD ON MAY 4, 2024, FOR THE PURPOSE OF ELECTING TWO COUNCILMEMBERS AND MAYOR; MAKING PROVISION FOR THE CONDUCT OF SUCH ELECTION ACCORDING TO APPLICABLE PROVISIONS OF LAW; PROVIDING FOR EXECUTION OF AN APPROPRIATE ELECTIONS ORDER AND NOTICE HEREAFTER; AND OTHER PROVISIONS INCIDENT TO AND RELATED TO THE PURPOSE HEREOF.

6. Consider and take appropriate action on discussion of Council Meeting video recordings
7. Consider and take appropriate action on second update and report from staff regarding hail damage from June 2023 storm
8. Consider and take appropriate action on a Resolution 2024-009

A RESOLUTION TO ELECT THE STANDARD ALLOWANCE FOR REVENUE LOSS AND TO STATE THE FUNDS BE USED FOR WATER INFRASTRUCTURE FOR THE CITY OF WOLFFORTH, TEXAS ALLOCATION OF LOCAL FISCAL RECOVERY FUNDS THROUGH THE AMERICAN RESCUE PLAN ACT; AND FOR OTHER PURPOSES

9. Consider and take appropriate action on award of bid for PAX System Installation for Phase 2 Disinfection Conversion

## **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:

10. 551.071 Consultation with Attorney: To consult with Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 – Open Meetings  
(i)Wolfforth Land Company 380 Agreement (ii) Right of Way Authority

**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**

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 February 2, 2024 at 5:00 p.m.

/s/ Terri Robinette, City Secretary



# CITY COUNCIL MEETING

January 22, 2024 at 6:00 PM

WolfForth City Hall - 302 Main Street WolfForth, TX

## MINUTES

### CALL MEETING TO ORDER

Meeting called to order by Mayor Addington at 6:00pm

**INVOCATION - Council Member Austin Brashier**

**PLEDGE OF ALLEGIANCE - Council Member David Cooper**

### ROLL CALL AND ESTABLISH A QUORUM

#### PRESENT

Mayor Charles Addington

Council member David Cooper

Council member Gregory Stout

Mayor Pro Tem Doug Hutcheson

Council member Charlotte McDonald

Council member Austin Brashier

### 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.

There were no public comments

**CONSENT AGENDA**

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 accept the consent agenda

Motion made by Council member Cooper, Seconded by Mayor Pro Tem Hutcheson.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson, Council member McDonald, Council member Brashier

- 1. Consider and take appropriate action on minutes from January 8, 2024 Council meeting
- 2. Consider and take appropriate action on December 2023 departmental reports
- 3. Consider and take appropriate action on a Resolution 2024-001: Second Reading

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH  
 AUTHORIZING THE ECONOMIC DEVELOPMENT CORPORATION TO ISSUE A LOAN  
 FOR CONSTRUCTION OF BUILDING EXPANSION AND RELATED  
 INFRASTRUCTURE TO EXPAND AN EXISTING WOLFFORTH BUSINESS, KNOWN  
 AS ALL HALE MEATS, LLC.

- 4. Consider and take appropriate action on Resolution 2024-002

A RESOLUTION OF THE CITY OF WOLFFORTH, TEXAS, APPROVING THE  
 INVESTMENT PORTFOLIO SUMMARY FOR THE QUARTER ENDED DECEMBER 31,  
 2023 AND PROVIDING AN EFFECTIVE DATE.

- 5. Consider and take appropriate action on Resolution 2024-003

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH  
 AUTHORIZING PARTICIPATION IN THE TEXPOOL INVESTMENT POOLS AND  
 DESIGNATING AUTHORIZED REPRESENTATIVES

- 6. Consider and take appropriate action on a Resolution 2024-004

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS  
 APPROVING A PARTICIPATION AGREEMENT WITH TEXPOOL INVESTMENT  
 POOLS; AND PROVIDING AN EFFECTIVE DATE

7. Consider and take appropriate action on request from the Frenship Foundation for Leadership for Hotel Occupancy Tax funds in the amount of \$4,000
8. Consider and take appropriate action on request for Hotel Occupancy Tax Funds in the amount of \$1500 for Frenship Tiger Relays
9. Consider and take appropriate action on updated agreement with Walker RPR Services, Inc for infrastructure inspection services
10. Consider and take appropriate action on Pay Request No 4 from UCA for 12-inch Loop Line Project
11. Consider and take appropriate action on updating Texas Division of Emergency Management Form 147, appointment of Emergency Management Coordinator for the City of Wolfforth
12. Consider and take appropriate action on Ordinance 2024-001

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH  
 AMENDING THE CITY OF WOLFFORTH CODE OF ORDINANCES BY AMENDING  
 ARTICLE 13.03 DROUGHT CONTINGENCIES AND WATER CONSERVATION PLAN;  
 ADDING ARTICLE 13.03A WATER CONSERVATION; AUTHORIZING THE  
 ESTABLISHMENT OF THE CITY WATER CONSERVATION MEASURES; PROVIDING  
 A SEVERABILITY CLAUSE; PROVIDING FOR THE REPEAL OF ORDINANCES IN  
 CONFLICT HERewith; AND PROVIDING AN EFFECTIVE DATE.

13. Consider and take appropriate action on approval of payment to Allen Doggett Construction for Wastewater Treatment Plant aeration repairs
14. Consider and take appropriate action on Resolution 2024-005

A RESOLUTION OF THE CITY OF WOLFFORTH CITY COUNCIL AUTHORIZING THE  
 FILING OF A GRANT APPLICATION WITH THE HOMELAND SECURITY GRANTS  
 DIVISION OF THE OFFICE OF THE GOVERNOR FOR A STATE HOMELAND  
 SECURITY PROGRAM GRANT (SHSP) FY2024; PROJECT TITLE SPECIALITY TEAM  
 SUSTAINMENT, GRANT 4713701; AUTHORIZING THE MAYOR TO ACT ON BEHALF

OF THE CITY OF WOLFFORTH CITY COUNCIL IN ALL MATTERS RELATED TO THE APPLICATION; AND PLEDGING THAT IF A GRANT IS RECEIVED THE CITY OF WOLFFORTH CITY COUNCIL WILL COMPLY WITH THE GRANT REQUIREMENTS.

**REGULAR SESSION**

- 15. PUBLIC HEARING: Consider and take appropriate action on a public hearing regarding an amendment to the Wolfforth Zoning Ordinance 14.05.001-Residential District Standards for minimum front yard setbacks for a cul-de-sac.

Public hearing was opened by Mayor Addington at 6:12pm

Concerns voiced by Council members Brashier and Hutcheson regarding vehicles blocking sidewalks or vehicles sticking out into the street with a smaller setback requirement.

Council member Brashier stated he didn't believe a reduction of the required setback was in the City's best interest.

Comments made by Michael Adams with OJD Engineering spoke in terms of the measurement of 15 feet from the property line which should not effect sidewalk access.

Public hearing was closed at 6:20pm

- 16. Consider and take appropriate action on Ordinance 2024-002

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH AMENDING CITY OF WOLFFORTH ZONING ORDINANCE BY AMENDING CHAPTER 14 ZONING; AMENDING § 14.02.002 PROCEDURES AND § 14.05.001 RESIDENTIAL DISTRICT STANDARDS; ALLOWING FOR AN ADMINISTRATIVE ADJUSTMENT FOR GARAGE SETBACKS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE.

Motion to pass ordinance 2024-002

Motion made by Mayor Pro Tem Hutcheson, Seconded by Council member Cooper.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson, Council member McDonald

Voting Nay: Council member Brashier

17. PUBLIC HEARING: Consider and take appropriate action on a public hearing to consider a zoning change by the City of Wolfforth from C3 to M1 for the construction of a furniture warehouse for 1.75 acres at BLK AK SEC 25 AB 246 TR NE ACS: 4.53.

Mayor Addington opened the public hearing at 6:22pm.

There were no comments from the public.

Public hearing was closed at 6:25pm.

18. Consider and take appropriate action on Ordinance 2024-003

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH AMENDING THE ZONING MAP AS IT RELATES TO PROPERTY KNOWN AS TRACT 1.75 ACRES OF BLK AK SEC 25 AB 246 TR NE ACS: 4.53, WOLFFORTH, TEXAS, BY AMENDING THE ZONING DESIGNATION FROM C-3 TO M-1;; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR THE REPEAL OF ORDINANCES AND PORTIONS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Ordinance 2024-003

Motion made by Mayor Pro Tem Hutcheson, Seconded by Council member McDonald.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson, Council member McDonald, Council member Brashier

19. PUBLIC HEARING: Consider and take appropriate action on a public hearing to consider a zoning change by the City of Wolfforth from R1 to C2 for BLK D6 SEC 31 AB 435 TR 4 NORTH OF HWY .690 acres (current location of Chelo's)

Public hearing was opened by Mayor Addington at 6:26pm

No public comments

Public hearing was closed at 6:31pm

20. Consider and take appropriate action on Ordinance 2024-004

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS AMENDING THE ZONING MAP AS IT RELATES TO PROPERTY KNOWN AS 740



HWY 62-82, WOLFFORTH, TEXAS, BY AMENDING THE ZONING DESIGNATION FROM R-1 TO C-3; PROVIDING A SEVERABILILTY CLAUSE; PROVIDING FOR THE REPEAL OF ORDINANCES AND PORTIONS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Ordinance 2024-004

Motion made by Council member Cooper, Seconded by Council member McDonald.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson, Council member McDonald, Council member Brashier

21. Consider and take appropriate action on Resolution 2024-006

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS APPROVING A LEASE AGREEMENT WITH FRENSHIP YOUTH BASEBALL FOR THE PATTERSON PARK BASEBALL COMPLEX; AND PROVIDING AN EFFECTIVE DATE

Changes to contract highlighted in blue included usage limited from 7am to 11:30pm, City is responsible for deep irrigation and lighting. Playing surface must be kept smooth. City will groom parking lots and the league will submit an annual report to the City Council each year. League has been renting a roll-off for extra trash pickup during league play. This contract states that the City will provide adequate trash service to the league and the City Manager will ensure that occurs.

Motion to approve Resolution 2024-006

Motion made by Mayor Pro Tem Hutcheson, Seconded by Council member McDonald.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson, Council member McDonald, Council member Brashier

22. Consider and take appropriate action on Wolfforth Economic Development Corporation amended bylaws

Motion to approve the amended by-laws for the Wolfforth EDC

Motion made by Council member McDonald, Seconded by Council member Brashier.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson,

Council member McDonald, Council member Brashier

23. Consider and take appropriate action on Final Plat for Iron Horse Lots 177-372 and Tracts E-G

Motion to approve the Final Plat for Iron Horse Lots 177-372 and Tracts E-G with conditions  
 1. Final Walk-through with City Engineer (Kenny Friar), Public Works Director (Randy Hall), Fire Chief (Lance Barrett), Inspector (Walker), and Director of Development Services (Tara Tomlinson). 2. Final Acceptance per City of Wolforth Ordinance Sec 10.10 Improvements Required before filing of Final Plat.

Motion made by Council member Brashier, Seconded by Council member Cooper.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson, Council member McDonald, Council member Brashier

24. Consider and take appropriate action on adding a Safe Haven Baby Box to the fire station

Motion to approve moving forward with the installation of a Safe Haven Baby Box at the Fire Station and cover any cost that goes into that installation and annual maintenance in the future.

Motion made by Mayor Pro Tem Hutcheson, Seconded by Council member McDonald.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson, Council member McDonald, Council member Brashier

25. Consider and take appropriate action on notice of application for housing credits from Overland Property Group for The Residence at Preston Trails

Discussion on TDHCA pre-application notification regarding housing tax credit application for the Reserves at Preston Trails. The application should include a request to the City for a letter of support at a future date. No action needed at this time.

26. Consider and take appropriate action on project progress report from City Manager

City Manager gave a summary a current projects including Harvest well houses, Overlook wells still need an amended contract at this time, Elevated Storage Tank design is approved and Kimley Horn is wrapping up design of water loop lines to support the EST. Another railroad

crossing permit will be needed. 12" loop line project remains under construction and Lubbock Water Disinfection system is ongoing with the installation of the PAX system coming in the next month. Booster Pump upgrade is complete.

No action taken

## **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:

The City Council entered into Executive Session at 7:25pm

27. 551.071 Consultation with Attorney: To consult with Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 – Open Meetings (i) Chapter 380 Agreement - Wolfforth Land Company

551.074. Personnel Matters: A governmental body may conduct a closed meeting to deliberate the evaluation of a public officer or employee. (i) City Manager

## **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 reconvened into open session at 7:51pm

Motion to allow City Attorney to work with City Manager for employment contract agreement to send to the Mayor for signature

Motion made by Mayor Pro Tem Hutcheson, Seconded by Council member Brashier.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson, Council member McDonald, Council member Brashier

## **COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS**

Mayor Pro Tem Hutcheson requests a thank you letter for Safe Haven Baby Box participants.

## **ADJOURN**

Motion to adjourn at 7:55pm

January 22, 2024 City Council Minutes

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Motion made by Mayor Pro Tem Hutcheson, Seconded by Council member McDonald.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson, Council member McDonald, Council member Brashier

**PASSED AND APPROVED THIS THE 5th DAY OF FEBRUARY, 2024.**

\_\_\_\_\_  
Charles Addington, II, Mayor

ATTEST:

\_\_\_\_\_  
Terri Robinette, City Secretary

DRAFT



## AGENDA ITEM COMMENTARY

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<b>MEETING NAME:</b>	City Council Meeting
<b>MEETING DATE:</b>	February 5, 2024
<b>ITEM TITLE:</b>	Consider and take appropriate action on Resolution amending the Municipal Court Judge contract with Royce Wittie
<b>STAFF INITIATOR:</b>	Terri Robinette, City Secretary

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### **BACKGROUND:**

Currently, the outlined Court hours in the contract for Judge Wittie are on the 1<sup>st</sup> and 3<sup>rd</sup> Mondays of each month and begin at 9am. As we all know, we have several holidays that fall on Mondays throughout the year, and we also have a lot of walk-in volume for Court on Mondays. We feel that we can increase the efficiency of the Court and better utilize our staff by moving Court days to Thursdays. Judge Wittie agrees and the City Prosecutor has also agreed to this change.

The attached amendment only changes the court dates shown in the Judge's original contract and does not change any other terms.

### **EXHIBITS:**

Resolution to adopt amendment

First Amendment to Judge's Agreement

Original Agreement dated 08.15.2023

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

Approve the Resolution

**RESOLUTION NO. 2024-008**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS AMENDING THE AGREEMENT WITH ROYCE WITTIE FOR MUNICIPAL COURT JUDGE; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the City Council desires to amend the agreement entered into on August 15, 2023 with Royce Wittie regarding his appointment as Municipal Court Judge

**WHEREAS**, the City Council feels it is in the best interest of the City to amend Section V. Court Schedule to increase the efficiency of the Court by moving Court days to the 1<sup>st</sup> and 3<sup>rd</sup> Thursdays of each month.

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

**SECTION 1.** The City Council hereby approves this First Amendment to the Agreement between the City of Wolfforth, Texas and Royce Wittie attached to this Resolution as **Exhibit A**.

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

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS ON THIS THE 5TH DAY OF FEBRUARY 2024.**

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Charles Addington, II, Mayor

City of Wolfforth, Texas

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Terri Robinette, City Secretary

**FIRST AMENDMENT TO AGREEMENT BETWEEN CITY OF WOLFFORTH,  
TEXAS, AND ROYCE WITTIE**

This First Amendment to Agreement between City of Wolfforth, Texas, and Royce Wittie (“First Amendment”) is entered into as of the \_\_\_ day of February 2024, between **ROYCE WITTIE (“Judge”)** and the **CITY OF WOLFFORTH, TEXAS**, (the “City”).

**RECITALS**

WHEREAS, on August 15, 2023, the City and Judge entered into the Agreement between City of Wolfforth, Texas, and Royce Wittie (the “Agreement”) to establish the relationship between the City and Judge regarding the appointment of Judge as the primary judge for the Wolfforth Municipal Court;

WHEREAS, the Agreement established that the 1<sup>st</sup> and 3<sup>rd</sup> Mondays of each month would be the court dates for the Wolfforth Municipal Court; and

WHEREAS, Judge and the Court have determined that Thursdays are better days for municipal court. The parties desire to amend the Agreement in the manner set forth below and subject to the terms and conditions hereof.

**AGREEMENT**

Now, therefore, in consideration of the foregoing recitals and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Section V. Court Schedule is hereby deleted in its entirety to be replaced by the following paragraph:

Section V. Court Schedule

The Judge will set a consistent municipal court schedule at the City of Wolfforth City Hall as follows:

**1<sup>st</sup> Thursday of Each Month**

Announcement and Pre-Trial Dockets.

9 am docket for announcements and pre-trial meetings

10 am docket for announcement and pre-trial meetings

11 am docket show cause hearings, indigency hearings, and other matters

**3<sup>rd</sup> Thursday each month**

9 am docket for announcements and pre-trial meetings (if necessary)

10 am docket for announcement and pre-trial meetings (if necessary)

11 am docket show cause hearings, indigency hearings, and other matters

**4<sup>th</sup> Monday of each month**

Capias pick up After Hours 5:00pm – 8:00pm

Judge shall make every effort to maintain the above schedule. If Judge desires to alter the above schedule to accommodate an unforeseen circumstance or a holiday, Judge will coordinate with the City Secretary to find a date or dates that will have minimal impact on the operations of the City of Wolfforth and the Wolfforth Police Department. If such requested alteration to the above schedule will be permanent, Judge will notify the City Manager of such desire to alter the above schedule before altering the schedule as such alteration will require an amendment to this First Amendment.

2. Except as modified by this First Amendment, the Agreement remains unchanged and in full force and effect, and by their signatures below the parties hereby ratify the Agreement as hereby amended.

**AGREED AND ACCEPTED THIS \_\_\_\_ DAY OF FEBRUARY 2024.**

**THE CITY OF WOLFFORTH, TEXAS:**

**ROYCE WITTIE:**

By: \_\_\_\_\_  
Charles Addington, II, Mayor

By: \_\_\_\_\_  
Royce Wittie



**AGREEMENT BY AND BETWEEN  
CITY OF WOLFFORTH, TEXAS,  
AND  
ROYCE WITTIE**

This agreement is made by and between **ROYCE WITTIE ("Judge")** and the **CITY OF WOLFFORTH, TEXAS**, (the "City"), a general law city acting by and through its duly authorized representative.

WHEREAS, the City has established a municipal court;

WHEREAS, the City has established the office of municipal judge in Code of Ordinances Section 7.01.002;

WHEREAS, the municipal judge is to serve for a period of two (2) years. The term of the judge shall run contemporaneously with the term of the mayor;

WHEREAS, the municipal court takes place and court staff are housed in the Wolfforth City Hall;

WHEREAS, court operations affect City operations because they share portions of City Hall;

WHEREAS, the parties agree that it is important to establish and maintain set, regular court dates for the efficient operation of the Court, for scheduling of court staff and police officers, and for the general good of the City of Wolfforth; and

WHEREAS, the City and Judge desire to enter into an Agreement to provide services to the Wolfforth Municipal Court.

NOW THEREFORE, City and Judge, in consideration of the mutual covenants and agreements herein contained and other good and valuable consideration, do agree as follows:

**Section I. Agent of the City**

The Judge shall be named as an agent of the City.

**Section II. Scope of Services**

The Judge shall:

- (a) be responsible for court compliance with the Texas Code of Criminal Procedure and the Judicial Code of Conduct within the City of Wolfforth Municipal Court,
- (b) preside over the municipal court for all Class C misdemeanors, conduct arraignments, pretrial disposition conferences, hearings, jury trials, and non-jury trials in a manner to ensure timely and efficient disposition of cases,

- (c) execute and issue court processes in the form of court orders, warrants for arrest, search warrants, body attachments, subpoenas, complaints, and civil injunctions,
- (d) determine pleas, motions and sentencing issues and authorize collection procedures, decide restitution awards and bond forfeitures,
- (e) set Court policy for routine disposition of cases for implementation by Court Clerks in accordance with the Code of Criminal Procedure and the Judicial Code of Conduct,
- (f) work with Court Administrator and City Manager to ensure smooth association between administrative and judicial departments of the City,
- (g) interpret city, state and federal laws, ordinances, statutes and court decision; analyze evidence presented in open court and apply existing and applicable law with the objective that justice must prevail,
- (h) serve as a representative of the City of Wolfforth demonstrating a positive attitude through display of professionalism, courtesy and appropriate tact and discretion in all interaction with City employees and officials and with the public,
- (i) make every effort to maintain consistent scheduled court dates not less than two days per month, and
- (j) complete other duties as may arise that are appropriate for a municipal court judge.

### Section III. Training

The Judge shall attend one accredited municipal education training program at a minimum of 12 hours annually. The City will pay for the registration fee and costs to Judge in accordance with its Personnel Manual.

### Section IV. Compensation

The Judge shall be compensated in the base amount of \$1,000.00 per month. The base amount will compensate the Judge for two scheduled court dates per month as set forth in this Agreement and any additional dates necessary to accomplish the following: show cause hearings, pre-trial hearings, bench trials, jury trials, dangerous dog hearings, juvenile magistrate hearings, TMCEC required training, capias procedures and other court related matters. In the event the Judge is unable to serve for an entire calendar month, the Judge will not receive compensation for that month.

### Section V. Court Schedule

The Judge will set a consistent municipal court schedule at the City of Wolfforth City Hall as follows:

**1<sup>st</sup> Monday of Each Month**

Announcement and Pre-Trial Dockets.

9 am docket for announcements and pre-trial meetings

10 am docket for announcement and pre-trial meetings

11 am docket show cause hearings, indigency hearings, and other matters

**3<sup>rd</sup> Monday each month**

9 am docket for announcements and pre-trial meetings (if necessary)

10 am docket for announcement and pre-trial meetings (if necessary)

11 am docket show cause hearings, indigency hearings, and other matters

**4<sup>th</sup> Monday of each month**

Capias pick up After Hours 5:00pm – 8:00pm

Judge shall make every effort to maintain the above schedule. If Judge desires to alter the above schedule to accommodate an unforeseen circumstance or a holiday, Judge will coordinate with the City Secretary to find a date or dates that will have minimal impact on the operations of the City of Wolfforth and the Wolfforth Police Department. If such requested alteration to the above schedule will be permanent, Judge will notify the City Manager of such desire to alter the above schedule before altering the schedule as such alteration will require an amendment to this Agreement.

**Section VI. Term and Termination**

The initial term of this Agreement shall begin on August 1, 2022 and shall end on the date of the mayoral election in May 2024. In accordance with Section 29.005 of the Texas Government Code, the Judge shall be reappointed to an additional two-year term in the event the City Council does not take action to not reappoint the Judge by the 91<sup>st</sup> day following the expiration of the initial term.

The Judge may resign his position at any time during the term of this Agreement but must continue to serve until a replacement is appointed by the City Council.

**Section VII. Right of Ownership**

All data, information, books, reports, files, software, equipment, and materials purchased, created or maintained by the City or purchased, created or maintained by the Judge on behalf of the City shall remain the property of the City.

**Section VIII. Conflict of Interest**

In keeping with Judge's duties to the City, Judge agrees that he shall not, directly or indirectly, become involved in any conflict of interest, or upon discovery thereof, allow such a conflict to continue. Moreover, Judge agrees that he shall promptly disclose to the City any facts which might involve any reasonable possibility of a conflict of interest.

Section IX. Amendment or Modification

Except as otherwise provided in this Agreement, this Agreement shall be subject to change, amendment, or modification only upon the written consent of the parties hereto, executed by authorized representatives of both parties to this Agreement.

Section X. Miscellaneous

1. Choice of Law and Venue. This Agreement shall be construed and given effect in accordance with the laws of the State of Texas, including all matters of construction, validity, performance, and enforcement. This Agreement is made and entered into in Lubbock County, Texas, and venue for all purposes shall be in Lubbock County, Texas.

2. Entire Agreement. This instrument contains the entire agreement between the parties relating to the rights herein granted and obligations herein assumed. Any oral or written representations or modifications concerning this Agreement shall be of no force or effect except for a subsequent modification in writing signed by all parties thereto.

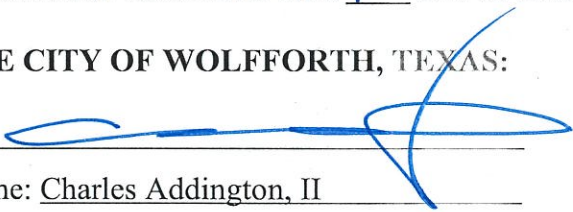
Section XI. Acceptance

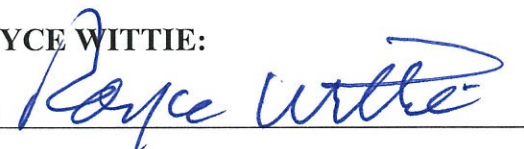
This instrument is being executed in two (2) counterpart originals, each of which has the full force and effect of an original.

AGREED AND ACCEPTED THIS 15<sup>th</sup> DAY OF AUGUST 2022.

THE CITY OF WOLFFORTH, TEXAS:

ROYCE WITTIE:

By:   
Name: Charles Addington, II

By:   
Name: Royce Wittie

Title: Mayor

Address: \_\_\_\_\_

Address: P.O. Box 36

\_\_\_\_\_

Wolfforth, TX 79382

Telephone: \_\_\_\_\_

Telephone: 806-855-4120



## AGENDA ITEM COMMENTARY

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<b>MEETING NAME:</b>	City Council
<b>MEETING DATE:</b>	February 5, 2024
<b>ITEM TITLE:</b>	Consider and take appropriate action on the City of Wolfforth Library's request for funding from the Hotel Occupancy Tax Funds for the 2024 Summer Reading program.
<b>STAFF INITIATOR:</b>	Kimberly Brantley, Library Director

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### BACKGROUND:

The Library has been offering a summer reading program to the community for over 20 years, and each year the program grows and brings in more participants. This program is our largest outreach event that spans two months, June and July, and culminates with an end-of-summer party on the first Thursday of August. In 2023 we had 427 participants in the reading contests and 2,392 participants in the various programs offered in the summer months.

The attached project overview outlines the scope of the program from beginning to end and shows the total cost of the program. We are requesting the use of Hotel Occupancy Tax Funds to cover the cost of 3 presenters from outside the Lubbock area, two of which will be scheduled during regular program dates in June and July and one that will be the main performer at the end of summer party. Programs will be held at the Patterson Park Pavilion or the Community Building, depending on the weather. Additionally, we are requesting the cost of the DJ for the summer party that will be necessary to accommodate the presenter. All the presenters are well-known and have performed at libraries and schools across the country. By bringing in presenters and programs from outside of the Lubbock area, we can bring entertainment opportunities to the community that are unique and will draw people into Wolfforth and add value to the residents. During the summer months, when school is out, there are not many entertainment options that people can participate in, and the Library has regularly taken on the role of hosting programs and events for the community. By specifically bringing in performers vetted through the Texas Commission on Arts touring roster, we are providing enriching programs to both the community and visitors who will come to Wolfforth for the events. Additionally, the three performers all come from outside of Lubbock and will have the opportunity to stay in Wolfforth. The Library will utilize various forms of marketing including, but not limited to, social media, newsletters, flyers, and reaching out to local news stations to reach a larger audience.

### EXHIBITS:

Wolfforth Library Summer Reading Project Overview and Budget

### COUNCIL ACTION/STAFF RECOMMENDATION:

Recommend that funding be approved for the 2024 Summer Reading Program from the Hotel Occupancy Tax Funds for \$6,824.

# CITY OF WOLFFORTH LIBRARY SUMMER READING

January 16, 2024

## OVERVIEW

### 1. Project Background and Description

The goal of this event is to create fun family programs throughout the summer months in Wolfforth and to create an end of summer community wide event. This event provides a great opportunity to draw people to the City of Wolfforth, especially if we can continue to bring in special guests from outside the Lubbock area. With this event, we (the Library) will be able to increase our reach and provide high-quality, enriching events for the community. We have previously held "summer reading" pool parties, skating rink parties, and parties in the park for the participants of our annual summer reading contest. This has become more expensive over the years, and we are now to a point where we can no longer afford the end-of-summer party in addition to special guest and programs during June and July, without additional funding from outside sources. Bringing in special guests enriches the programs we offer to the community and improves the quality of our services to our participants. There would be multiple people involved in this project, depending on availability. These include myself and my director representing the Library, staff members from the City and/or City Council representing the interest of the City, members from the Library Board representing the community's interests, and multiple vendors and forms of entertainment.

### 2. Project Scope

This project would involve bringing a few different family-friendly entertainers to the Wolfforth area during the summer. For special guest events at the Library, we are looking at local organizations such as the Science Spectrum and Ringtail Ranch Lemur Rescue. Additionally, we are looking at outside individuals from the Texas Commission on the Arts touring roster and have chosen Margaret Clauder's mother goose style puppetry program, Lucas Miller the singing zoologist, and the Laughter League a family-friendly theatrical group. These individuals would perform during the summer months at the Library or the Patterson Park Pavilion, completely free of charge to the community. For the final summer event, we have chosen to bring Jim Gill, a family-friendly singer from Illinois. Jim Gill's songs are regularly used during library programs, and he would be a fantastic performer, and enjoyable for all ages, perfect for a family event. The end-of-summer event would take place at Patterson Park and would be free to attend. There will be food truck vendors for those families that wish to eat out, along with interactive entertainment for children such as yard games purchased by the Library and Big Foot Foam Parties, also paid for with Library dollars. We will utilize staff and volunteers for the events, at no additional expense to the Library.

### 3. Overall Timeline

- 5/28/2024 - Summer Reading Program Sign-Ups begin.
- Various programs offered weekly throughout June and July
- 7/27/2024 – Summer Reading Program ends/ Last day to log books.
- 8/1/2024 – End of Summer Reading Party at Patterson Park

### 4. Timeline for the End of Summer Reading Party 8/1/2024

- 4:30 pm – Food Truck vendors arrive and set up.
- 5 pm- DJ begins playing music while the crowd arrives and eats.
- 6 pm – Big Foot Foam Party and Yard Games
- 7 pm – Jim Gill outdoor concert

## 5. Deliverables

- Entertainment opportunities for Wolfforth residents and the surrounding communities.
- Low-cost family-friendly events that are entertaining and enriching for all ages.
- Advertising for the different entertainment providers drawing positive marketing for Wolfforth.

## 6. Affected Business Processes or Systems

- Positive partnership with the Library, City officials, and local businesses.
- Higher levels of community engagement.
- Create a positive family environment for the Wolfforth area.
- Draw people into Wolfforth to visit local businesses and stay at the local hotel.

## 7. Implementation Plan

We would meet with City leaders and/or the City Council to receive approval for the initial project and request financial support. We would like to propose the use of Hotel Occupancy Tax funds to receive funding for the entertainment for programs during the summer and at the end of the summer party. The Library has approved funding for a significant portion of the costs related to summer reading in the current budget. We would contact local vendors and businesses to participate and/ or support the program before summer. If funding is approved for the additional performers, agreements with the presenters will be made and dates scheduled for the events. Finally, we will advertise to the community through the Library website, social media platforms, newsletters, flyers, and local news stations as we can promote the events.

## 8. High-Level Timeline/Schedule

This project will begin on May 27, 2024, and end on August 1, 2024

## CONTACT INFORMATION

Kimberly Brantley  
Library Director  
806-855-4150 (ext. 701)  
[kbrantley@wolfforthtx.us](mailto:kbrantley@wolfforthtx.us)

Taylor Revilla  
Community Librarian  
806-855-4150 (ext. 702)  
[trevilla@wolfforthtx.us](mailto:trevilla@wolfforthtx.us)

Wolfforth Library Summer		
Activity	Cost	Note on Estimation
Science Spectrum	\$300	<b>*COVERED BY LIBRARY</b> Approx cost, library covers
Ringtail Ranch Lemur Rescue	\$250	<b>*COVERED BY LIBRARY</b> Ruffed Lemurs and a bird for 1 Hour, library covers
Big Foot Foam Parties	\$275	<b>*COVERED BY LIBRARY</b>
MCP Shows/ Margaret Clauder	\$724	<b>*REQUEST HOT FUNDS</b> Show: \$325 + Mileage (342 x .655) \$224 + Hotel/per diem \$175
Jim Gill	\$4,000	<b>*REQUEST HOT FUNDS</b> Total cost includes all travel and lodging
Lucas Miller	\$1,500	<b>*REQUEST HOT FUNDS</b> Total cost includes all travel and lodging
DJ - Bo Garza	\$600	<b>*REQUEST HOT FUNDS</b> Will need sound system for performer and music
Food Vouchers for Library participants	\$400	<b>*COVERED BY LIBRARY</b> \$5 vouchers for the first 80 library summer participants
Drawbridge Theater Puppet Show	\$375	<b>*COVERED BY LIBRARY</b>
Summer Shirts	\$2,000	<b>*COVERED BY LIBRARY</b> Estimate based on 2023 (\$1745) will update, library covers
Library Decorations	\$600	<b>*COVERED BY LIBRARY</b> Estimate based on 2023 spending
Cookies	\$100	<b>*COVERED BY LIBRARY</b> Cookies from Sam's for sign up/ summer kick off event
<b>Total Cost of Event</b>	<b>\$11,124</b>	

**Hotel Occupancy Tax Funds – Funding Request = \$6,824**





## AGENDA ITEM COMMENTARY

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<b>MEETING NAME:</b>	City Council
<b>MEETING DATE:</b>	February 5, 2024
<b>ITEM TITLE:</b>	Consider and take appropriate action regarding the Wolfforth Police Department 2023 Racial Profiling Report
<b>STAFF INITIATOR:</b>	Rick Scott, ACM/Chief of Police

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### **BACKGROUND:**

Per Texas Statutes our agency is required to collect and report certain information regarding our officer interactions with people we contact through traffic stops. We are required to file an annual report with the State through the TCLEDDS portal regarding that data. It is mandated that this information be presented to the City Council prior to filing the report with the State. Attached is the 2023 Racial Profiling Report and a Comprehensive Analysis. I have reviewed the data, and the statistics show a normal year. In my opinion there is nothing in the data that is abnormal or that warrants any additional follow-up. The attached report is for review only and will be submitted to the state as required.

### **EXHIBITS:**

WPD 2023 Racial Profiling Report

2023 Comprehensive Analysis

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

Report only, no action recommended.

# Racial Profiling Report | Full report

Item # 4.

Agency Name: Wolfforth Police Department

Reporting Date: 01/30/2024

TCOLE Agency Number: 303206

Chief Administrator: Rick Scott

Agency Contact Information:

Phone: 806-855-4160

Email: rscott@wolfforthpd.org

Mailing Address: 302 Main ST, PO Box 36, Wolfforth, TX 79382-0036

This Agency filed a full report

Wolfforth Police Department has adopted a detailed written policy on racial profiling. Our policy:

- 1) clearly defines acts constituting racial profiling;
- 2) strictly prohibits peace officers employed by the Wolfforth Police Department from engaging in racial profiling;
- 3) implements a process by which an individual may file a complaint with the Wolfforth Police Department if the individual believes that a peace officer employed by the Wolfforth Police Department has engaged in racial profiling with respect to the individual;
- 4) provides public education relating to the agency's complaint process;
- 5) requires appropriate corrective action to be taken against a peace officer employed by the Wolfforth Police Department who, after an investigation, is shown to have engaged in racial profiling in violation of the Wolfforth Police Department policy;
- 6) requires collection of information relating to motor vehicle stops in which a warning or citation is issued and to arrests made as a result of those stops, including information relating to:
  - a. the race or ethnicity of the individual detained;
  - b. whether a search was conducted and, if so, whether the individual detained consented to the search;

- c. whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;
  - d. whether the peace officer used physical force that resulted in bodily injury during the stop;
  - e. the location of the stop;
  - f. the reason for the stop.
- 7) requires the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
- a. the Commission on Law Enforcement; and
  - b. the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The Wolfforth Police Department has satisfied the statutory data audit requirements as prescribed in Article 2.133(c), Code of Criminal Procedure during the reporting period.

Executed by: Rick Scott

Chief Administrator

\_\_\_\_\_

Date: January 30, 2024

Total stops: 3,851

## Street address or approximate location of the stop

City street: 1,279

US highway: 1,448

State highway: 957

County road: 160

Private property or other: 7

## Was race or ethnicity known prior to stop?

Yes: 20

No: 3,831

## Race or ethnicity

Alaska Native/American Indian: 8

Asian/Pacific Islander: 16

Black: 210

White: 2,528

Hispanic/Latino: 1,089

## Gender

Female:

Total 1,466

Alaska Native/American Indian 2

Asian/Pacific Islander 6

Black 79

White 1,007 Hispanic/Latino 372

Male:

Total 2,385

Alaska Native/American Indian 6

Asian/Pacific Islander 10

Black 131

White 1,521 Hispanic/Latino 717

## Reason for stop?

Violation of law:

Total 14

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 0

White 9 Hispanic/Latino 5

Pre existing knowledge:

Total 13

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 0

White 11 Hispanic/Latino 2

Moving traffic violation:

Total 3,439

Alaska Native/American Indian 8

Asian/Pacific Islander 16

Black 192

White 2,201 Hispanic/Latino 1,022

Vehicle traffic violation:

Total 385

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 18

White 307 Hispanic/Latino 60

## Was a search conducted?

Yes:

Total 304

Alaska Native/American Indian 0

Asian/Pacific Islander 1

Black 24

White 164 Hispanic/Latino 115

No:

Total 3,547

Alaska Native/American Indian 8

Asian/Pacific Islander 15

Black 186

White 2,364 Hispanic/Latino 974

## Reason for Search?

Consent:

Total 90

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 4

White 57 Hispanic/Latino 29

Contraband:

Total 9

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 1

White 6 Hispanic/Latino 2

Probable cause:

Total 191

Alaska Native/American Indian 0

Asian/Pacific Islander 1

Black 18

White 94 Hispanic/Latino 78

Inventory:

Total 4

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 0

White 3 Hispanic/Latino 1

Incident to arrest:

Total 10

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 1

White 4 Hispanic/Latino 5

Was Contraband discovered?

Yes:

Total 195

Alaska Native/American Indian 0

Did the finding result in arrest (total should equal previous column)?

Yes 0 No 0

Asian/Pacific Islander 1

Yes 0 No 1

Black 18

Yes 4 No 14

White 107

Yes 21 No 86

Hispanic/Latino 69

Yes 18 No 51

No:

Total 109

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 6

White 57 Hispanic/Latino 46

# Description of contraband

Item # 4.

Drugs:

Total 121

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 13

White 65 Hispanic/Latino 43

Currency:

Total 0

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 0

White 0 Hispanic/Latino 0

Weapons:

Total 4

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 1

White 3 Hispanic/Latino 0

Alcohol:

Total 75

Alaska Native/American Indian 0

Asian/Pacific Islander 1

Black 4

White 43 Hispanic/Latino 27

Stolen property:

Total 1

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 0

White 1 Hispanic/Latino 0

Other:

Total 32

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 3

White 18 Hispanic/Latino 11

# Result of the stop

Verbal warning:

Total 0

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 0

White 0 Hispanic/Latino 0

Written warning:

Total 2,671

Alaska Native/American Indian 4

Asian/Pacific Islander 12

Black 135

White 1,823 Hispanic/Latino 697

Citation:

Total 1,100

Alaska Native/American Indian 4

Asian/Pacific Islander 4

Black 66

White 666 Hispanic/Latino 360

Written warning and arrest:

Total 41

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 5

White 21 Hispanic/Latino 15

Citation and arrest:

Total 39

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 4

White 18 Hispanic/Latino 17

Arrest:

Total 0

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 0

White 0 Hispanic/Latino 0



## Arrest based on

Violation of Penal Code:

Total 60

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 4

White 31 Hispanic/Latino 25

Violation of Traffic Law:

Total 3

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 0

White 1 Hispanic/Latino 2

Violation of City Ordinance:

Total 1

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 0

White 0 Hispanic/Latino 1

Outstanding Warrant:

Total 16

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 5

White 7 Hispanic/Latino 4

## Was physical force resulting in bodily injury used during stop

Yes:

Total 6

Alaska Native/American Indian 0

Asian/Pacific Islander 0

Black 2

White 2 Hispanic/Latino 2

Resulting in Bodily Injury to Suspect: 6

Resulting in Bodily Injury to Officer: 0

Resulting in Bodily Injury to Both: 0

No:

Total 3,845

Alaska Native/American Indian 8

Asian/Pacific Islander 16

Black 208

White 2,526 Hispanic/Latino 1,087

# Number of complaints of racial profiling

Item # 4.

Total 0

Resulted in disciplinary action 0

Did not result in disciplinary action 0

Submitted electronically to the



The Texas Commission on Law Enforcement

WOLFFORTH POLICE DEPARTMENT COMPREHENSIVE ANALYSIS 2023

<b>01. Total Traffic Stops</b>		3,851	
<b>02. Location of Stop</b>			
a.	City Street	1,279	33.21%
b.	US Highway	1,448	37.60%
c.	County Road	160	4.15%
d.	State Highway	957	24.85%
e.	Private Property or Other	7	0.18%
<b>03. Was Race known prior to Stop</b>			
a.	NO	3,831	99.48%
b.	YES	20	0.52%
<b>04. Race or Ethnicity</b>			
a.	Alaska/ Native American/ Indian	8	0.21%
b.	Asian/ Pacific Islander	16	0.42%
c.	Black	210	5.45%
d.	White	2,528	65.65%
e.	Hispanic/ Latino	1,089	28.28%
<b>05. Gender:</b>			
a.	Female	1,466	38.07%
	i. Alaska/ Native American/ Indian	2	0.14%
	ii. Asian/ Pacific Islander	6	0.41%
	iii. Black	79	5.39%
	iv. White	1,007	68.69%
	v. Hispanic/ Latino	372	25.38%
b.	Male	2,385	61.93%
	i. Alaska/ Native American/ Indian	6	0.25%
	ii. Asian/ Pacific Islander	10	0.42%
	iii. Black	131	5.49%
	iv. White	1,521	63.77%
	v. Hispanic/ Latino	717	30.06%

**06. Reason for Stop:**

a.	Violation of Law	14	0.36%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		0	0.00%
	iv. White		9	64.29%
	v. Hispanic/ Latino		5	35.71%
b.	Pre-Existing Knowledge	13	0.34%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		0	0.00%
	iv. White		11	84.62%
	v. Hispanic/ Latino		2	15.38%
c.	Moving Traffic Violation	3,439	89.30%	
	i. Alaska/ Native American/ Indian		8	0.23%
	ii. Asian/ Pacific Islander		16	0.47%
	iii. Black		192	5.58%
	iv. White		2,201	64.00%
	v. Hispanic/ Latino		1,022	29.72%
d.	Vehicle Traffic Violation	385	10.00%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		18	4.68%
	iv. White		307	79.74%
	v. Hispanic/ Latino		60	15.58%

**07. Was a Search Conducted**

a.	NO	3,547	92.11%	
	i. Alaska/ Native American/ Indian		8	0.23%
	ii. Asian/ Pacific Islander		15	0.42%
	iii. Black		186	5.24%
	iv. White		2,364	66.65%
	v. Hispanic/ Latino		974	27.46%
b.	YES	304	7.89%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		1	0.33%
	iii. Black		24	7.89%
	iv. White		164	53.95%
	v. Hispanic/ Latino		115	37.83%

**08. Reason for Search**

a.	Consent	90	2.34%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		4	4.44%
	iv. White		57	63.33%
	v. Hispanic/ Latino		29	32.22%
b.	Contraband in Plain View	9	0.23%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		1	11.11%
	iv. White		6	66.67%
	v. Hispanic/ Latino		2	22.22%
c.	Probable Cause	191	4.96%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		1	0.52%
	iii. Black		18	9.42%
	iv. White		94	49.21%
	v. Hispanic/ Latino		78	40.84%
d.	Inventory	4	0.10%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		0	0.00%
	iv. White		3	75.00%
	v. Hispanic/ Latino		1	25.00%
e.	Incident to Arrest	10	0.26%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		1	10.00%
	iv. White		4	40.00%
	v. Hispanic/ Latino		5	50.00%

**09. Was Contraband Discovered**

a.	YES	195	5.06%	
	i. Alaska/ Native American/ Indian		0	0.00%
	Finding resulted in arrest - YES		0	
	Finding resulted in arrest - NO		0	
	ii. Asian/ Pacific Islander		1	0.51%
	Finding resulted in arrest - YES		0	
	Finding resulted in arrest - NO		1	
	iii. Black		18	9.23%
	Finding resulted in arrest - YES		4	
	Finding resulted in arrest - NO		14	
	iv. White		107	54.87%
	Finding resulted in arrest - YES		21	
	Finding resulted in arrest - NO		86	
	v. Hispanic/ Latino		69	35.38%
	Finding resulted in arrest - YES		18	
	Finding resulted in arrest - NO		51	
b.	NO	109	2.83%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		6	5.50%
	iv. White		57	52.29%
	v. Hispanic/ Latino		46	42.20%

**10. Description of Contraband**

a.	Drugs	121	3.14%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		13	10.74%
	iv. White		65	53.72%
	v. Hispanic/ Latino		43	35.54%
b.	Currency	0	0.00%	
	i. Alaska/ Native American/ Indian		0	#DIV/0!
	ii. Asian/ Pacific Islander		0	#DIV/0!
	iii. Black		0	#DIV/0!
	iv. White		0	#DIV/0!
	v. Hispanic/ Latino		0	#DIV/0!
c.	Weapons	4	0.10%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		1	25.00%
	iv. White		3	75.00%
	v. Hispanic/ Latino		0	0.00%
d.	Alcohol	75	1.95%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		1	1.33%
	iii. Black		4	5.33%
	iv. White		43	57.33%
	v. Hispanic/ Latino		27	36.00%
e.	Stolen Property	1	0.03%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		0	0.00%
	iv. White		1	100.00%
	v. Hispanic/ Latino		0	0.00%
f.	Other	32	0.83%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		3	9.38%
	iv. White		18	56.25%
	v. Hispanic/ Latino		11	34.38%

**11. Result of Stop**

a.	Verbal Warning	0	0.00%	
	i. Alaska/ Native American/ Indian	0		#DIV/0!
	ii. Asian/ Pacific Islander	0		#DIV/0!
	iii. Black	0		#DIV/0!
	iv. White	0		#DIV/0!
	v. Hispanic/ Latino	0		#DIV/0!
b.	Written Warning	2,671	69.36%	
	i. Alaska/ Native American/ Indian	4		0.15%
	ii. Asian/ Pacific Islander	12		0.45%
	iii. Black	135		5.05%
	iv. White	1,823		68.25%
	v. Hispanic/ Latino	697		26.10%
c.	Citation	1,100	28.56%	
	i. Alaska/ Native American/ Indian	4		0.36%
	ii. Asian/ Pacific Islander	4		0.36%
	iii. Black	66		6.00%
	iv. White	666		60.55%
	v. Hispanic/ Latino	360		32.73%
d.	Written Warning and Arrest	41	1.06%	
	i. Alaska/ Native American/ Indian	0		0.00%
	ii. Asian/ Pacific Islander	0		0.00%
	iii. Black	5		12.20%
	iv. White	21		51.22%
	v. Hispanic/ Latino	15		36.59%
e.	Citation and Arrest	39	1.01%	
	i. Alaska/ Native American/ Indian	0		0.00%
	ii. Asian/ Pacific Islander	0		0.00%
	iii. Black	4		10.26%
	iv. White	18		46.15%
	v. Hispanic/ Latino	17		43.59%
f.	Arrest	0	0.00%	
	i. Alaska/ Native American/ Indian	0		#DIV/0!
	ii. Asian/ Pacific Islander	0		#DIV/0!
	iii. Black	0		#DIV/0!
	iv. White	0		#DIV/0!
	v. Hispanic/ Latino	0		#DIV/0!



**12. Arrest Based On**

a.	Violation of Penal Code	60	1.56%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		4	6.67%
	iv. White		31	51.67%
	v. Hispanic/ Latino		25	41.67%
b.	Violation of Traffic Law	3	0.08%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		0	0.00%
	iv. White		1	33.33%
	v. Hispanic/ Latino		2	66.67%
c.	Violation of City Ordinance	1	0.03%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		0	0.00%
	iv. White		0	0.00%
	v. Hispanic/ Latino		1	100.00%
d.	Outstanding Warrant	16	0.42%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		5	31.25%
	iv. White		7	43.75%
	v. Hispanic/ Latino		4	25.00%

**13. Was Physical Force Resulting in Bodily Injury Used During Stop**

a.	NO	3,845	99.84%	
	i. Alaska/ Native American/ Indian		8	0.21%
	ii. Asian/ Pacific Islander		16	0.42%
	iii. Black		208	5.41%
	iv. White		2,526	65.70%
	v. Hispanic/ Latino		1,087	28.27%
b.	YES	6	0.16%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		2	33.33%
	iv. White		2	33.33%
	v. Hispanic/ Latino		2	33.33%
13 b 1.	YES: Physical Force Resulting in Bodily Injury to Suspect		6	100.00%
13 b 2.	YES: Physical Force Resulting in Bodily Injury to Officer		0	0.00%
13 b 3.	YES: Physical Force Resulting in Bodily Injury to Both		0	0.00%

**14. Total Number of Racial Profiling Complaints Received**

0

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REPORT DATE COMPILED

January 30, 2024



# AGENDA ITEM COMMENTARY

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**MEETING NAME:** City Council Meeting  
**MEETING DATE:** February 5, 2024  
**ITEM TITLE:** Consider and take appropriate action on Ordinance calling the May 4, 2024 General Election  
**STAFF INITIATOR:** Terri Robinette, City Secretary

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**BACKGROUND:**

Important dates for the May 4, 2024 General Election

Wednesday, January 17 – First day to file for a place on the ballot

Friday, February 16 – Last day to file for a place on the ballot

Thursday, April 4 – Last day to register to vote

Monday, April 22 – First day of Early Voting

Tuesday, April 30 – Last day of Early Voting

Saturday, May 4 – Election Day

The attached Ordinance is the official document ordering the May 4, 2024 General Election for Council Member Place 1, Council Member Place 2 and Mayor

**EXHIBITS:**

Ordinance Calling the May 4, 2024 Election

**COUNCIL ACTION/STAFF RECOMMENDATION:**

Approval of the Ordinance

**ORDINANCE NO. 2024-005**

**AN ORDINANCE OF THE CITY COUNCIL OF WOLFFORTH, TEXAS, CALLING A GENERAL ELECTION TO BE HELD ON MAY 4, 2024, FOR THE PURPOSE OF ELECTING TWO COUNCILMEMBERS AND MAYOR; MAKING PROVISION FOR THE CONDUCT OF SUCH ELECTION ACCORDING TO APPLICABLE PROVISIONS OF LAW; PROVIDING FOR EXECUTION OF AN APPROPRIATE ELECTIONS ORDER AND NOTICE HEREAFTER; AND OTHER PROVISIONS INCIDENT TO AND RELATED TO THE PURPOSE HEREOF.**

WHEREAS, the terms of the office for Council Member Place 1, Council Member Place 2 and Mayor will expire on May 4, 2024;

WHEREAS, a general municipal election is necessary to fill these terms of office; **NOW THEREFORE;**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WOLFFORTH AS FOLLOWS:**

SECTION 1. THAT a General Municipal Election be held jointly with all cities/schools inside Lubbock County, on the 4<sup>th</sup> day of May 2024 which date is the next succeeding uniform date available for municipal elections for which sufficient time elapses for the holding of an election after passage of this Ordinance. Said election shall be held to determine the successor for the positions of the mayor and four Councilmembers.

SECTION 3. THAT ballots shall be prepared in accordance with the applicable provisions of the Texas Election Code so that voters may cast ballots for the candidates of their choice.

SECTION 4. THAT individuals wishing to run for the office of a Councilmember or Mayor may apply, in person, with the City Secretary during regular office hours, 8:00 a.m. to 5:00 p.m., Monday through Friday, beginning at 8:00 a.m. on Wednesday, January 17, 2024, and ending at 5:00 p.m. on Friday, February 16, 2024.

SECTION 5. THAT the election shall be held at the Vote Centers listed in Exhibit B and all persons qualified to vote in the City of Wolfforth under the election laws of the State of Texas shall be allowed to vote therein. Said General Municipal Election shall be held on May 4, 2024, and the polling places shall be open from 7:00 A.M. to 7:00 P.M.

SECTION 6. THAT notice of the election shall be published in a newspaper of general circulation in the City of Wolfforth by publication of a Notice of Election as required by Chapter 4 of the Texas Election Code at least once not earlier than the 30th day or later than the 10th day before Election Day. In addition, notice of the election shall be posted as required by the Texas Election Code.

SECTION 7. THAT early voting shall commence on the 22nd day of April 2024 and shall conclude on the 30th day of April 2024 and be conducted at the Vote Centers and during the hours listed on Exhibit A; and that the Office of Elections, 1308 Crickets Ave., Lubbock, Texas, serves as the main early voting polling place.

SECTION 8. THAT applications for voting by mail will be accepted until 5:00 p.m. Tuesday, April 23, 2024, and applications are available from:

Roxzine Stinson, Early Voting Clerk  
P.O. Box 10536  
Lubbock, TX 79408

SECTION 9. THAT the election officers, judges, and clerks to serve at the polling place(s) of the election shall be provided by the Lubbock County Office of Elections (“LCOE”), and will be appointed as listed:

- Joint Elections Officer: Roxzine Stinson
- Joint Early Voting Clerk: Roxzine Stinson
- Election Day Judge/Supervisor: as shown on Exhibit C
- Election Day Alternate Judge/Rover: as appointed by LCOE
- Early Voting Ballot Board Judge: Ronny Gallaher
- Early Voting Ballot Board Alternate Judge: Beth Shapiro
- Signature Verification Committee: as appointed by LCOE
- Central Count Manager: Roxzine Stinson
- Tabulation Supervisor: Karyn Cruz
- Central Count Presiding Judge: Beth Bender
- Bilingual Election Clerks: Sandy Salazar  
Vanessa Huizar  
Aaron Frodsham

SECTION 10. THAT the election judges and the election clerks shall be paid according to the pay schedule established by the Lubbock County Office of Elections.

SECTION 11. THAT this ordinance shall be effective immediately upon its final passage.

PASSED AND APPROVED ON THIS THE 5<sup>TH</sup> DAY OF FEBRUARY 2024

\_\_\_\_\_  
Charles Addington, II, Mayor  
City of Wolfforth, Texas

Attest:

\_\_\_\_\_  
Terri Robinette, City Secretary

DRAFT

**May 4, 2024 Cities and Schools General and Special Elections**  
**(Elecciones General y Especial de Ciudades y Escuelas el 4 de Mayo de 2024 )**

**NOTICE OF EARLY VOTING**  
**AVISO DE VOTACIÓN ANTICIPADA**

**Early Voting by personal appearance for the May 4, 2024**  
**Cities and Schools General and Special Elections**

**ALL EARLY POLLING LOCATIONS ON THE DATES, TIMES, AND LOCATIONS LISTED BELOW:**  
*Votación Adelantada para las Elecciones General y Especial de Ciudades y Escuelas el 4 de mayo,*  
*2024 serán conducidas en LAS FECHAS, HORARIOS Y SITIOS LISTADOS ABAJO:*

**EARLY VOTING DATES: Monday, April 22 – Tuesday, April 30, 2024**  
*(Fechas de votación Adelantada: Lunes, 22 de abril– Martes, 30 de abril del 2024)*

**Main Early Voting Polling Place**

*Lugar principal de la votación anticipada*

**Lubbock County Elections Office**

*Oficina de Elecciones del Condado de Lubbock*  
1308 Crickets Ave, Lubbock, TX 79401  
*1308 avenida Crickets*  
Room: Public Room  
Sala: *salón público*

Dates: Mon, April 22 – Tues, April 30  
*Fechas: lunes, 22 de abril - martes, 30 de abril*

Times: 8:00 AM - 8:00 PM  
*horas:*

**EXCEPT Sunday, April 28**  
***MENOS el domingo, 28 de abril***  
**12:00 PM - 6:00 PM**

\*\*\*\*\*

**Early Voting Branch Polling Places**

*Votacion Anticipada en los Sitios de Votacion Auxiliares*

\*\*\*\*\*

**United Supermarkets**

*Supermercados United*

**All Locations listed below:**

*Todas las ubicaciones se enumeran a continuación:*

**United** - 2630 Parkway Dr., Lubbock, TX 79403 *(Parkway & Beech Ave)*  
*2630 unidad Parkway (calle Parkway y avenida Beech)*

Dates: Mon, April 22 – Tues, April 30  
*Fechas: lunes, 22 de abril - martes, 30 de abril*

**United** - 401 Slide Road, Lubbock, TX 79416 *(4th & Slide)*  
*401 calle Slide (calle 4 y camino Slide)*

Times: 8:00 AM - 8:00 PM  
*horas:*

**United** - 6313 4th St., Lubbock, TX 79416 *(4th & Milwaukee)*  
*6313 calle 4 (calle 4 y avenida Milwaukee)*

**EXCEPT Sunday, April 28th**  
***MENOS el domingo, 28 de abril***  
**12:00 PM - 6:00 PM**

**United** - 1701 50th St., Lubbock, TX 79412 *(50th & Avenue Q)*  
*1701 calle 50 (calle 50 y avenida Q)*

**United** - 2703 82nd St., Lubbock, TX 79423 *(82nd & Boston Ave)*  
*2703 calle 82 (calle 82 y avenida Boston)*

**United** - 8010 Frankford Ave., Lubbock, TX 79424 *(82nd & Frankford)*  
*8010 avenida Frankford (calle 82 y avenida Frankford)*

**United** - 12815 Indiana Ave., Lubbock, TX 79423 *(130th & Indiana)*  
*12815 avenida Indiana (calle 130 y avenida Indiana)*

**United** - 11310 Slide Rd, Lubbock, TX 79424 *(114th & Slide)*  
*11310 camino Slide (calle 114 y camino Slide)*

**Amigos** - 112 N University Ave., Lubbock, TX 79415 *(University & Auburn)*  
*112 avenida Universidad norte (avenida Universidad y calle Auburn)*

**Market Street** - 4425 19th St., Lubbock, TX 79407 *(19th & Quaker)*  
*4425 calle 19 (calle 19 y avenida Quaker)*

**Market Street** - 3405 50th St., Lubbock, TX 79413 *(50th & Indiana)*  
*3405 calle 50 (calle 50 y avenida Indiana)*

**Market Street** - 4205 98th St., Lubbock, TX 79423 *(98th & Quaker)*  
*4205 calle 98 (calle 98 y avenida Quaker)*

**Abernathy City Hall**

*Oficina Municipal de Abernathy*  
811 Avenue D, Abernathy, TX 79311  
811 avenida D  
Room: Community Room  
Sala: Salón Comunitario

Dates: Mon, April 22 – Tues, April 30  
Fechas: lunes, 22 de abril - martes, 30 de abril  
Times: 8:00 AM - 8:00 PM  
horas:

**\*Closed Saturday and Sunday**  
**\* Cerrado sábado y domingo**

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**Casey Administration Building**

*Edificio de Administración Casey*  
501 7th Street, Wolfforth, TX 79382  
501 calle 7  
Room: No. 4  
Sala: Núm. 4

Dates: Mon, April 22 – Tues, April 30  
Fechas: lunes, 22 de abril - martes, 30 de abril  
Times: 8:00 AM - 8:00 PM  
horas:

**\*Closed Saturday and Sunday**  
**\* Cerrado sábado y domingo**

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**Citizens Tower**

*Citizens Tower*  
1314 Avenue K (1st Floor) Lubbock, TX 79401  
1314 avenida k  
Room: Lobby  
Sala: vestíbulo

Dates: Mon, April 22 – Tues, April 30  
Fechas: lunes, 22 de abril - martes, 30 de abril  
Times: 8:00 AM - 5:00 PM  
horas:

**\*Closed Saturday and Sunday**  
**\* Cerrado sábado y domingo**

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**Idalou Community Center**

*Centro Social de Idalou*  
202 W. 7th Street, Idalou, TX 79329  
202 calle 7 oeste  
Room: Community Room  
Sala: Salón Comunitario

Dates: Mon, April 22 – Tues, April 30  
Fechas: lunes, 22 de abril - martes, 30 de abril  
Times: 8:00 AM - 8:00 PM  
horas:

**\*Closed Saturday and Sunday**  
**\* Cerrado sábado y domingo**

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**Lubbock ISD Administration Office**

*Oficina de Administración de Lubbock ISD*  
1628 19th Street, Lubbock, TX 79401  
1628 calle 19  
Room: Breezeway  
Sala: camino de briza

Dates: Mon, April 22 – Tues, April 30  
Fechas: lunes, 22 de abril - martes, 30 de abril  
Times: 8:00 AM - 5:00 PM  
horas:

**\*Closed Saturday and Sunday**  
**\* Cerrado sábado y domingo**

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**New Deal Community Clubhouse**

*Centro Social de New Deal*  
309 S. Monroe Avenue, New Deal, TX 79403  
309 avenida Monroe al sur  
Room: Community Room  
Sala: Salón Comunitario

Dates: Mon, April 22 – Tues, April 30  
Fechas: lunes, 22 de abril - martes, 30 de abril  
Times: 8:00 AM - 8:00 PM  
horas:

**\*Closed Saturday and Sunday**  
**\* Cerrado sábado y domingo**

**Ransom Canyon City Hall**

*Oficina Municipal de Ransom Canyon*  
24 Lee Kitchens Dr., Lubbock, TX 79366  
24 Lee Kitchens Dr  
Room: Council Chamber  
Sala: *cámara del Consejo*

Dates: Mon, April 22 – Tues, April 30  
Fechas: *lunes, 22 de abril - martes, 30 de abril*  
Times: 8:00 AM - 5:00 PM  
horas:

**\*Closed Saturday and Sunday**  
**\* Cerrado sábado y domingo**

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**Roosevelt ISD Arena**

*Arena del Distrito Escolar Independiente de Roosevelt*  
1301 CR 3300, Lubbock, TX 79403  
1301 camino rural 3300  
Room: West Concourse  
Sala: *Explanada Oeste*

Dates: Mon, April 22 – Tues, April 30  
Fechas: *lunes, 22 de abril - martes, 30 de abril*  
Times: 8:00 AM - 8:00 PM  
horas:

**\*Closed Saturday and Sunday**  
**\* Cerrado sábado y domingo**

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**Shallowater Community Center**

*Centro Social de Shallowater*  
900 Avenue H, Shallowater, TX 79363  
900 avenida H  
Room: Community Room  
Sala: *Salón Comunitario*

Dates: Mon, April 22 – Tues, April 30  
Fechas: *lunes, 22 de abril - martes, 30 de abril*  
Times: 8:00 AM - 8:00 PM  
horas:

**\*Closed Saturday and Sunday**  
**\* Cerrado sábado y domingo**

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**Slaton Community Clubhouse**

*Centro Comunitario de Slaton*  
750 W Garza St, Slaton TX 79364  
750 calle Garza oeste  
Room: Community room  
Sala: *Salón Comunitario*

Dates: Mon, April 22 – Tues, April 30  
Fechas: *lunes, 22 de abril - martes, 30 de abril*  
Times: 8:00 AM - 8:00 PM  
horas:

**\*Closed Saturday and Sunday**  
**\* Cerrado sábado y domingo**

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**Texas Tech University Student Recreation Center**

*Universidad de Texas Tech Centro de Recreación para Estudiantes*  
Texas Tech Campus  
Campus de Texas Tech  
Hartford Ave & Main Street, Lubbock, TX 79409  
Calles *avenida Hartford y calle Main*

Dates: Mon, April 22 – Tues, April 30  
Fechas: *lunes, 22 de abril - martes, 30 de abril*  
Times: 8:00 AM - 8:00 PM  
horas:

**\*Closed Saturday and Sunday**  
**\* Cerrado sábado y domingo**



# May 4, 2024 Cities and Schools and Special Elections

*(Elecciones General y Especial de Ciudades y Escuelas el 7 de Mayo de 2024)*

## Vote Center Locations

*(Lugares de Centros de Votación)*

**Saturday, May 4, 2024**

*(sábado, 4 de mayo de 2024)*

**7:00 A.M. – 7:00 P.M.**

\*\*\*American Sign Language Interpreters available

\*\*\**Intérpretes de Lenguaje de Señas disponibles*

**Abernathy City Hall – 811 Avenue D (Community Room), Abernathy, 79311**

*(Alcaldía de Abernathy – 811 avenida D, Abernathy, salón comunitario)*

**Bacon Heights Baptist Church – 5110 54th St (2 Commons Room), Lubbock, 79414**

*(Iglesia Bautista Bacon Heights – 5110 calle 54, Salón Comunal 2)*

**Broadview Baptist Church – 1302 N Frankford Ave (Fellowship Hall), Lubbock, 79416**

*(Iglesia Bautista Broadview – 1302 Avenida Frankford Norte, sala de compañerismo)*

**Broadway Church of Christ – 1924 Broadway (Foyer) Lubbock, 79401**

*(Iglesia de Cristo Broadway – 1924 calle Broadway, Vestíbulo)*

**Casey Administration Building – 501 7th St (Room No. 104), Wolfforth, 79382**

*(Edificio de Administración Casey – 501 Calle 7, Salón No. 104)*

**Catholic Diocese of Lubbock – 4620 4th St (Archbishop Michael J Sheehan Hall), Lubbock, 79416**

*(Diócesis Católica de Lubbock – 4620 Calle 4, Salón del Arzobispo Michael J Sheehan)*

**Cavazos Middle School – 210 N University Ave (Gym), Lubbock, 79415**

*(Escuela Intermedia Cavazos – 210 Avenida Universidad Norte, gimnasio)*

**Celebration Christian Center – 8001 Upland Ave (Sanctuary), Lubbock, 79424**

*(Centro Cristiano de Celebración – 8001 Avenida Upland, Santuario)*

**Church on the Rock – 10503 Slide Rd (Café Area), Lubbock, 79424\*\*\***

*(Iglesia Sobre la Roca – 10503 Camino Slide, área del café)*

**Copper Rawlings Senior Center – 213 40<sup>th</sup> St (Social Hall), Lubbock, 79404**

*(Centro para personas mayores de Copper Rawlings – 213 calle 40, Salón Social)*

**Elks Lodge No. 1348 – 3409 Milwaukee Ave (Lodge Hall), Lubbock, 79407**

*(Elks Lodge Núm. 1348 – 3409 Avenida Milwaukee, vestíbulo)*

**First Assembly of God Church – 3801 98th St (Classroom), Lubbock, 79423**

*(Primera Iglesia Asambleas de Dios – 3801 Calle 98, salón de clase)*

**Green Lawn Church of Christ – 5701 19th St (Entry Hall), Lubbock, 79407**

*(Iglesia de Cristo Green Lawn – 5701 Calle 19, vestíbulo de entrada)*

**Heritage Middle School – 6110 73rd St (Library), Lubbock, 79424**

*(Escuela Intermedio Heritage – 6110 Calle 73, biblioteca)*

**Hodges Community Center – 4011 University Ave (Social Hall), Lubbock, 79413**

*(Centro Social Hodges – 4011 Avenida Universidad, Salón Social)*

**Idalou Community Center – 202 W 7th St, Idalou, 79329**

*(Centro Social de Idalou – 202 Calle 7 Oeste)*

**Lubbock – Cooper ISD Administrative Offices –13807 Indiana Ave, Lubbock, 79423**

*(Lubbock - Oficinas administrativas de Cooper ISD – 13807 Indiana Ave TX-79423)*

**Lubbock-Cooper North Elementary School – 3202 108th St (Gym), Lubbock, 79423**

*(Escuela Primaria Lubbock-Cooper North – 3202 Calle 108, gimnasio)*

**Lubbock ISD Administration Office – 1628 19<sup>th</sup> St (Breezeway), Lubbock, 79401**

*(Oficina de Administración de Lubbock ISD– 1628 calle 19, camino de briza)*

**Mae Simmons Community Center – 2004 Oak Ave (Activity Room), Lubbock, 79403**

*(Centro Social Mae Simmons – 2004 Avenida Oak, salón de actividades)*

**Maggie Trejo Supercenter – 3200 Amherst Street (Rodgers Community Center Social Hall), Lubbock, 79415**

*(Supercentro Maggie Trejo – 3200 calle Amherst, Rodgers Community Center Salón Social)*

**Matthews Academy High School – 417 N Akron Ave (Gym), Lubbock, 79415**

*(Escuela Secundaria Matthews Academy – 417 N Akron Ave, gimnasio)*

**Mattress Firm – 6707 Slide Rd (Breakroom), Lubbock, 79424**

*(Mattress Firm – 6707 camino Slide, salón de descanso)*

**New Deal Community Clubhouse – 309 S Monroe Ave, New Deal, 79350**

*(Centro Social de New Deal – 309 Avenida Monroe Sur, New Deal)*

**Parsons Elementary School – 2811 58th St (Gym), Lubbock, 79413**

*(Escuela Primaria Parsons – 2811 Calle 58, gimnasio)*

**Patterson Library – 1836 Parkway Dr (Community Room), Lubbock, 79403**

*(Biblioteca Patterson – 1836 Avenida Parkway, salón comunitario)*

**Preston Smith Elementary School – 5707 Dover Ave (Foyer), Lubbock, 79424\*\*\***

*(Escuela primaria Preston Smith – 5707 Dover Ave, vestíbulo)*

**Ransom Canyon City Hall – 24 Lee Kitchens Dr, Lubbock (Council Chamber) 79366**  
*(Oficina Municipal de Ransom Canyon – 24 Lee Kitchens Dr)*

**Roberts Elementary School – 7901 Avenue P (Gym), Lubbock, 79423**  
*(Escuela Primaria Roberts – 7901 Avenida P, gimnasio)*

**Roosevelt ISD Arena (west concourse)– 1301 CR 3300, Lubbock, 79403**  
*(Arena del Distrito Escolar Independiente de Roosevelt– 1301 camino rural 3300, Roosevelt)*

**Roscoe Wilson Elementary School – 2807 25th St (Gym), Lubbock, 79410**  
*(Escuela Primaria Roscoe Wilson – 2807 Calle 25, gimnasio)*

**Shallowater Community Center – 902 Avenue H, Shallowater, 79363**  
*(Centro Social de Shallowater – 902 Avenida H)*

**Slaton Community Clubhouse – 750 W Garza St. (Community Room), Slaton, 79364**  
*(Centro Comunitario de Slaton– 750 oeste de la calle Garza, Este, salón comunitario)*

**South Plains Church of Christ – 6802 Elkhart Ave (Gym Area), Lubbock, 79424**  
*(Iglesia de Cristo South Plains – 6802 Avenida Elkhart, área del gimnasio)*

**Sunset Church of Christ, (Powerhouse) – 3625 34<sup>th</sup> St, Lubbock, 79410**  
*(Iglesia de Cristo Sunset, Powerhouse – 3625 Calle 34)*

**Sutherlands HomeBase – 3701 50<sup>th</sup> St (Near Lighting Section), Lubbock, 79413**  
*(Sutherlands HomeBase – 3701 Calle 50, cerca de la sección de iluminación)*

**Terra Vista Middle School – 1111 Upland Ave (Library), Lubbock, 79416**  
*(Escuela Intermedia Terra Vista – 1111 Avenida Upland, biblioteca)*

**Texas Tech University Student Union Building – 15th street and Akron Avenue –  
Student Union Building, Lubbock, 79409**  
*(Edificio de la Unión de Estudiantes de la Universidad Texas Tech - Calle 15 y Akron Avenue)*

**YWCA – 6501 University Ave – Front Room, Lubbock, 79413**  
*(YWCA – 6501 Universidad Ave - habitación del frente)*

**May 4, 2024 Cities and Schools and Special Elections**  
*(Elecciones General y Especial de Ciudades y Escuelas el 7 de Mayo de 2024)*

**Judges List**

ABERNATHY CITY HALL, 811 Avenue D, Abernathy	
Judge	Sharon Kirkwood
BACON HEIGHTS BAPTIST CHURCH, 5110 54th St	
Judge	Mel Sanchez
BROADVIEW BAPTIST CHURCH, 1302 N Frankford Ave	
Judge	Danny Rather
BROADWAY CHURCH OF CHRIST, 1924 Broadway Lubbock, TX 79401	
Judge	Ellen Abreo
CASEY ADMINISTRATION BUILDING - 501 7th Street, Wolfforth	
Judge	Randy Whitson
CATHOLIC DIOCESE - 4620 4th Street	
Judge	Ortencia Saldivar
CAVAZOS MIDDLE SCHOOL, 210 N University Ave	
Judge	Debbie Christenson
CELEBRATION CHRISTIAN CENTER, 8001 Upland Ave	
Judge	Judy Curry
CHURCH ON THE ROCK, 10503 Slide Rd	
Judge	Victor Griffin

**May 4, 2024 Cities and Schools and Special Elections**  
*(Elecciones General y Especial de Ciudades y Escuelas el 7 de Mayo de 2024)*

## Judges List

COPPER RAWLINGS SENIOR CENTER	
Judge	Lisa Kirkwood
ELKS LODGE NO. 1348, 3409 Milwaukee Ave	
Judge	Mark Moore
FIRST ASSEMBLY OF GOD CHURCH, 3801 98th St	
Judge	Jenny Bustillos
GREEN LAWN CHURCH OF CHRIST, 5701 19th St	
Judge	Davy Davison
HERITAGE MIDDLE SCHOOL - 6110 73rd Street	
Judge	Patricia Finch
HODGES COMMUNITY CENTER, 4011 University Avenue Lubbock, TX 79413	
Judge	Cindy Stinson
IDALOU COMMUNITY CENTER, 202 W 7th St Idalou, TX 79329	
Judge	Don Taylor
LUBBOCK-COOPER NORTH ELEMENTARY, 3202 108th St Lubbock, TX 79423	
Judge	Penny Pierce
LUBBOCK COOPER ISD ADMIN OFFICE, 13807 Indiana Ave Lubbock, TX 79423	
Judge	Diana Segura

**May 4, 2024 Cities and Schools and Special Elections**  
*(Elecciones General y Especial de Ciudades y Escuelas el 7 de Mayo de 2024)*

## Judges List

MAE SIMMONS COMMUNITY CENTER, 2004 Oak Ave Lubbock, TX 79403	
Judge	Alma Gopie-Johnson
MAGGIE TREJO SUPERCENTER, 3200 Amherst St Lubbock, TX 79424	
Judge	Gordon Lee
MATTHEWS ACADEMY HIGH SCHOOL, 417 N Akron Ave Lubbock, TX 79415	
Judge	Margarita Castillon
MATTRESS FIRM, 6707 Slide Rd Lubbock, TX 79424	
Judge	Jayme Mowery
NEW DEAL COMMUNITY CLUBHOUSE, 309 S Monroe Ave New Deal, TX 79350	
Judge	Nancy Obenhaus
PARSONS ELEMENTARY, 2811 58th St Lubbock, TX 79413	
Judge	Megan Taylor
PATTERSON LIBRARY, 1836 Parkway Dr Lubbock, TX 79403	
Judge	Robert Trejo
PRESTON SMITH ELEMENTARY, 8707 Dover Ave Lubbock, TX 79424	
Judge	Tina Overman
RANSOM CANYON CITY HALL, 24 Lee Kitchens Dr Lubbock, TX 79366	
Judge	Glen Mullins

**May 4, 2024 Cities and Schools and Special Elections**  
*(Elecciones General y Especial de Ciudades y Escuelas el 7 de Mayo de 2024)*

## Judges List

ROBERTS ELEMENTARY, 7901 Avenue P Lubbock, TX 79423	
Judge	Penny Morin
ROOSEVELT ISD ARENA, 1301 CR 3300 Lubbock, TX 79403	
Judge	Cheyenne Reynolds
ROSCOE WILSON ELEMENTARY, 2807 25th St Lubbock, TX 79410	
Judge	Hedy Coffman
SHALLOWATER COMMUNITY CENTER, 902 Avenue H Shallowater, TX 79363	
Judge	Remington Griffin
SLATON COMMUNITY CLUBHOUSE, 750 W Garza St Slaton, TX 79364	
Judge	Adrienne Cash-Cotton
SOUTH PLAINS CHURCH OF CHRIST, 6802 Elkhart Ave Lubbock, TX 79424	
Judge	Eddie Payne
SUNSET CHURCH OF CHRIST, Powerhouse, 3651 34th St Lubbock, TX 79410	
Judge	Lisa Hiracheta
SUTHERLANDS HOME BASE, 3701 50th street	
Judge	Barbara St. Croix
TERRA VISTA MIDDLE SCHOOL, 1111 Upland Ave. Lubbock, TX 79416	
Judge	Christina Hughes

**May 4, 2024 Cities and Schools and Special Elections**  
*(Elecciones General y Especial de Ciudades y Escuelas el 7 de Mayo de 2024)*

**Judges List**

TTU STUDENT UNION BUILDING, 15th St and Akron Ave Lubbock TX 79409	
Judge	Sara Looten
YWCA, 6501 University Ave Lubbock, TX 79413	
Judge	Brenda Davis





# AGENDA ITEM COMMENTARY

**MEETING NAME:** City Council Meeting

**MEETING DATE:** February 5, 2024

**ITEM TITLE:** Consider and take appropriate action on discussion of Council Meeting video recordings

**STAFF INITIATOR:** Terri Robinette, City Secretary

## BACKGROUND:

Over the last several months, staff have been working to get several components in place so that we could begin recording Council meetings. The video and sound equipment has been installed and we have just a few more adjustments to make for that equipment to be ready. The new agenda management software is now in use and allows us to post all meeting documentation (agenda, packet, minutes and video) in one place on our website. You can see a screenshot of what that looks like below. Our last component would be the setup of a City YouTube channel. The Open Meetings Act requires home rule municipalities with a population of 50,000 or more to make a video and audio recording of regularly scheduled meetings available on an existing internet site.

Staff would entertain some discussion and direction from the Council on moving forward at this time with the recording and posting of regularly scheduled City Council meetings on the City’s website.

Date	Meeting	Agenda	Agenda Packet	Minutes	Video	View
02/05/2024 - 6:00pm	City Council Meeting					<a href="#">View Details</a>
01/22/2024 - 6:00pm	City Council Meeting					<a href="#">View Details</a>
01/17/2024 - 1:30pm	Tax Increment Reinvestment Zone Board Meeting					<a href="#">View Details</a>
01/11/2024 - 4:00pm	Economic Development Corporation Meeting					<a href="#">View Details</a>
01/10/2024 - 12:00pm	Library Advisory Board Meeting					<a href="#">View Details</a>
01/09/2024 - 5:00pm	Planning and Zoning Commission 20240109					<a href="#">View Details</a>

## EXHIBITS:

## COUNCIL ACTION/STAFF RECOMMENDATION:

Council decision



## AGENDA ITEM COMMENTARY

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<b>MEETING NAME:</b>	City Council
<b>MEETING DATE:</b>	February 5, 2024
<b>ITEM TITLE:</b>	Consider and take appropriate action on second update and report from staff regarding hail damage from June 2023 storm
<b>STAFF INITIATOR:</b>	Randy Criswell

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### **BACKGROUND:**

About a month ago we provided you with a report and update on the status of our damages from the June 2023 hailstorm. Since then we've continued working with our TMLIRP consultant, Tyler Franklin (4T Partnership), and we're very close to finishing up all preliminary work with regard to our roof damages.

We asked Mr. Franklin to provide us with a cost to upgrade any composition roof that wasn't currently a Class 4 roof, which he has. He also provided us with costs to upgrade any wellhouse roof to metal where possible. Please refer to the attached worksheet detailing the costs and different properties. The total cost to upgrade all roofs to Class 4 or metal (as deemed appropriate for the location) is about \$5700, which we recommend. If we can avoid having to go through this again I think it's worth the extra cost.

From this point, if Council agrees, we will work with 4T to schedule the work, and try to have all repairs done as quickly as possible.

The other component to the hailstorm damage was our vehicle fleet. There were a total of 25 vehicles with hail damage. Repairs have been completed on 6 vehicles and there are currently two in the shop being repaired. Unfortunately, repairs have been slow as it is difficult for most departments to be without more than two vehicles for an extended period of time.

### **EXHIBITS:**

Project detail

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

Staff requests authorization to proceed with the roof repairs and Class 4 upgrades as discussed.



## AGENDA ITEM COMMENTARY

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<b>MEETING NAME:</b>	City Council
<b>MEETING DATE:</b>	February 5, 2024
<b>ITEM TITLE:</b>	Consider and take appropriate action on a Resolution designating the use of ARPA funds
<b>STAFF INITIATOR:</b>	Randy Criswell

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### BACKGROUND:

The American Rescue Plan Act (ARPA) was signed into law on March 11, 2021 by the US Government in response to the COVID-19 pandemic. The City of Wolfforth received a total of \$1,362,040.24. Under the Act, we have until December 31, 2024 to designate the use of these funds, and until December 31, 2026 to fully expend them. Until now, I've not been ready to recommend how we commit the use of these funds.

Several months ago when we started the Impact Fee discussion, we had commitments for some urgent projects. I believed then, that by the time we reached this point in 2024, we would already have issued the debt necessary to finish some of those projects, specifically the 12" Loop Line project and the Phase 2 Disinfection project. However, as we've discussed, since we still haven't made Impact Fee commitments, we've not been able to issue the debt needed to finish these projects and start new ones. As such, I'm recommending we utilize the ARPA funds to complete those two projects. The total remaining on the 12-inch Loop Line is about \$600,000, and the amount needed to complete the Phase 2 Disinfection project is \$480,375.

When the Final Rule was approved by the Federal Government, it had a clause in it that allowed for up to \$10 million to be utilized for Lost Revenue, and the use of the funds could be generally anything a local government determined was appropriate. Therefore, it is acceptable for us to dedicate these funds to be used for Water System Infrastructure and used for these projects or other necessary projects.

A Resolution has been prepared to this effect and is recommended for approval.

### EXHIBITS:

Resolution

### COUNCIL ACTION/STAFF RECOMMENDATION:

Staff recommends approval of the Resolution designating Wolfforth's ARPA funds to be used for Water Infrastructure.

**RESOLUTION NO. 2024-009**

**A RESOLUTION TO ELECT THE STANDARD ALLOWANCE FOR REVENUE LOSS AND TO STATE THE FUNDS BE USED FOR WATER INFRASTRUCTURE FOR THE CITY OF WOLFFORTH, TEXAS ALLOCATION OF LOCAL FISCAL RECOVERY FUNDS THROUGH THE AMERICAN RESCUE PLAN ACT; AND FOR OTHER PURPOSES**

**WHEREAS**, on March 11, 2021, the United States Congress passed the American Rescue Plan Act of 2021 (ARPA), which provides fiscal relief funds to State and Local Governments, and other program areas aimed at mitigating the continuing effects of the COVID-19 Pandemic; and

**WHEREAS**, ARPA is intended to provide support to local governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 in their communities, residents, and businesses; and

**WHEREAS**, ARPA includes State and Local Fiscal Recovery Funds to support urgent COVID response efforts to decrease the spread of the virus; to replace lost public sector revenue to strengthen support for vital public services; to support immediate economic stabilization for households and businesses; and to address systemic public health and economic challenges that have contributed to unequal impacts of the pandemic on certain populations; and

**WHEREAS**, the United States Department of Treasury has adopted the final rule as guidance regarding the use of ARPA Funds; and

**WHEREAS**, the United States Department of Treasury deposited the City of Wolfforth three tranches of funds for a total of \$1,362,040.24; and

**WHEREAS**, that as recipient, the City of Wolfforth has accepted award of Coronavirus Local Fiscal Recovery Funds allocation up to the maximum allowed by the terms and conditions of the ARPA; and

**WHEREAS**, ARPA permits local recipients to expend these funds in the following broad categories:

(1) Expenditure of Lost Revenue on Governmental Services; (2) Public Health Measures to Respond to COVID-19; (3) Water and Sewer Infrastructure (4) Address Negative Economic Impacts of COVID-19; and

**WHEREAS**, this resolution is intended as a statement of intent of the City Council to govern the budgeting and expenditure of the City's ARPA Funds in accordance with Federal Law and to provide guidance, for the current critical needs and establish priorities for which there is consensus as set forth below; and

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

**Section 1.** Subject to the provisions of Section 4 below, the proper officials of the City of Wolfforth

are authorized to apply for, obtain, or otherwise assure use of ARPA funds as set forth in this resolution.

**Section 2.** The City of Wolfforth affirmatively elects, pursuant to the United States Department of Treasury’s Coronavirus State and Local Recovery Funds Final Rule, the standard allowance for revenue loss in the amount of \$1,362,040.24.

**Section 3.** The City Council expresses its intent and authorization to expend a portion of the City’s allocated ARPA funds for expenses, which the Council deems eligible, necessary and appropriate, as identified below:

A. Water infrastructure

**Section 4.** Compliance with the American Rescue Plan Act. The City will ensure compliance with prevailing Federal guidance at the time the funds are committed for expenditure.

**Section 5.** Nothing in this resolution shall be construed as taking the place of any action otherwise required by the City Council to approve requisite contracts, exercise its budgetary authority, or establish appropriate programs and regulations in conjunction with preliminary expenditures outlined above.

**Section 6.** This Resolution shall become effective immediately from and after its passage.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS ON THIS THE 5<sup>TH</sup> DAY OF FEBRUARY 2024**

\_\_\_\_\_  
Charles Addington, II, Mayor  
City of Wolfforth, Texas

ATTEST

\_\_\_\_\_  
Terri Robinette, City Secretary



## AGENDA ITEM COMMENTARY

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<b>MEETING NAME:</b>	City Council
<b>MEETING DATE:</b>	February 5, 2024
<b>ITEM TITLE:</b>	Consider and take appropriate action on award of bid for PAX System Installation for Phase 2 Disinfection Conversion
<b>STAFF INITIATOR:</b>	Randy Criswell

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### **BACKGROUND:**

We've received final TCEQ approval for Phase 2 of the disinfection conversion process we started about a year ago in conjunction with the Lubbock water interconnect. As you will recall, we are currently operating our chloramine disinfection system with a semi-automated process (Phase 1). We planned all along to fully automate the process, which is Phase 2. This final phase consists of the installation of a PAX mixing/dosing system along with required tank and piping modifications. We've received a Bid Proposal from UCA for the installation, a copy of which is attached. Their price is \$480,375. We've also received a letter from Kimley Horn recommending the award of this bid, a copy also attached.

We anticipate about 60 days to complete the project.

### **EXHIBITS:**

UCA Bid Proposal

Kimley Horn letter of recommendation

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

Staff concurs with the recommendation from Kimley Horn and recommends the bid be awarded to UCA in the amount of \$480,375.

# Proposal

Item # 9.

From: Utility Contractors of America, Inc

Project: 1665

Description: Disinfection System Improvements

ITEM / DESCRIPTION	BID QTY	U/M	UNIT BID	AMOUNT
01 12" C900 Waterline, Mixer, & Tank Fill Pipe	1.000	LS	\$310,000.00	\$310,000.00
02 Sample Pex Tubing, Sample Port, & Analyzer controller	165.000	LF	\$275.00	\$45,375.00
03 Electrical/Controls	1.000	LS	\$125,000.00	\$125,000.00
			<b>TOTAL BID:</b>	<b>\$480,375.00</b>

Signature: \_\_\_\_\_

*Hayden Harrison*

01/09/2024



January 29, 2024

Randy Criswell, CPM  
City Manager  
City of Wolfforth  
302 Main St.  
Wolfforth, TX 79382

**RE: Recommendation Letter**  
**City of Wolfforth Chloramine Conversion - Phase 2**  
**KHA No. 066079905**

Dear Mr. Criswell,

We have reviewed the project bid documents received from Utility Contractors of America, Inc. for Phase 2 of the City's Chloramine Conversion project.

Based upon our review of the information provided, it is our opinion that Utility Contractors of America, Inc. is qualified and has the resources needed to complete the construction of the project.

Should you have any questions, please do not hesitate to call me at (806) 470-2410.

Sincerely,

A handwritten signature in blue ink that reads "Kenny Friar". The signature is written in a cursive, flowing style.

Kenny Friar, P.E.