

**MINUTES OF A SPECIAL MEETING  
CITY COUNCIL OF WOLFFORTH, TEXAS  
302 Main Street, WOLFFORTH, TX  
Monday, August 21, 2023, 6:00 p.m.**

**MEMBERS PRESENT:** Mayor Addington; Mayor Pro Tem Hutcheson; Council members Stout, Cooper, Brashier, McDonald

**MEMBERS ABSENT:**

**OTHERS PRESENT:** City Manager Randy Criswell; Assistant City Manager Rick Scott; City Secretary Terri Robinette; Public Works Director Randy Hall; Compliance Candace Layman; Public Works Director Henry High; Fire Chief Lance Barrett; Development Director Tara Tomlinson; Library Director Kim Brantley; EDC Director Danielle Sweat

**OTHERS PRESENT BY TEAMS:** Brittany Fleming - Emergifire

Mayor Addington opened the meeting at 6:00 p.m.

1. There were no public comments.
2. Motion by Council member Cooper, second by Council member McDonald to approve the Consent Agenda. Motion carried unanimously.

A. Consider and take appropriate action on minutes from August 14, 2023

B. Consider and take appropriate action Resolution 2023-011 - Second Reading

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS AUTHORIZING THE USE OF WOLFFORTH ECONOMIC DEVELOPMENT CORPORATION FUNDS FOR THE CONSTRUCTION OF A CITY OF WOLFFORTH WELCOME SIGN.

C. Consider and take appropriate action on proposal from Gallagher Benefit Services, Inc., for Classification and Compensation Study.

D. Consider and take appropriate action on Engagement Letter with Bolinger, Segars, Gilbert & Moss, LLP for audit services for Fiscal Year 2023

E. Consider and take appropriate action on requests for Hotel Occupancy Tax funds

3. Motion by Council member Hutcheson, second by Council member McDonald to table item #6 to the September 18, 2023 meeting. Motion carried unanimously.

- A. Consider and take appropriate action on Ordinance 2023-018

AN ORDINANCE ESTABLISHING AND IMPLEMENTING A PROGRAM TO CHARGE MITIGATION RATES FOR THE DEPLOYMENT OF EMERGENCY AND NON-EMERGENCY SERVICES BY THE FIRE DEPARTMENT FOR SERVICES PROVIDED/RENDERED FOR THE CITY OF WOLFFORTH, TEXAS

4. Motion by Council member Hutcheson, second by Council member Stout to accept the Overlook Phase 2B Lots 179-390 Final Plat. Motion carried unanimously.
5. Motion by Council member Brashier, second by Council member Hutcheson to approve the request for a bond in lieu of required improvements for Overlook Phase 2B Lots 179-390 consisting of the paving on Good Prairie Avenue. Motion carried unanimously.
6. Motion by Council member Hutcheson, second by Council member Cooper to appoint the following as members of the PID#2 Advisory Board: Doc and Polly Sikasis, Brandon Tyler, John Ortiz, Tom Sinclair, Austin Brashier. Motion carried unanimously.
7. PUBLIC HEARING was opened at 6:40pm by Mayor Addington to consider the Public Improvement District #2 Annual Service Plan.
  - A. Teresa Wilkinson with Preston Manor Management and Jon Snyder with P3Works presented the annual service plan to Council. The maintenance and operations assessment is set at \$975 per lot and the administration assessment is set at \$90.34 per lot.
  - B. Questions from the audience were addressed by Preston Manor Management and City Staff.

The public hearing was closed at 6:53pm.

8. Motion by Council member Cooper, second by Council member Hutcheson to approve Ordinance 2023-019

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS APPROVING AN AMENDMENT TO THE SERVICE AND ASSESSMENT PLAN FOR WOLFFORTH PUBLIC IMPROVEMENT DISTRICT NO. 2

Motion carried unanimously.

9. PUBLIC HEARING was opened at 6:57pm by Mayor Addington to consider the City of Wolfforth Fiscal Year 2024 Budget and the FY 2024 Ad Valorem Tax Rate

- A. City Manager Randy Criswell gave the Council a final update on budget highlights. The total budget is \$14.6 million and balanced/ Full-time fire department is funded beginning in April 2024 and staff pay increases were highlighted. The budget is built around a tax rate of 0.731784 which is a .03 cent decrease from last year's rate
- B. No one appeared to speak in favor or opposition.

The public hearing was closed at 7:01pm

10. Motion by Council member Cooper, second by Council member Brashier to approve Ordinance 2023-020

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS ADOPTING THE CITY OF WOLFFORTH'S ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024; AND PROVIDING OTHER DETAILS RELATING TO THE PASSAGE OF THIS ORDINANCE

Motion carried unanimously.

11. Motion by Council member Cooper, second by Council member Hutcheson to ratify the property tax increase reflected in the annual budget for Fiscal year 2023-2024. Motion carried unanimously.

12. Motion by Council member Hutcheson, second by Council member Cooper to approve that the property tax rate be increased by the adoption of a tax rate of \$0.731784, which is effectively a 7.3% increase in the tax rate.

Roll Call Vote

Cooper	Aye
Stout	Aye
Hutcheson	Aye
McDonald	Aye
Brashier	Aye

Motion carried unanimously.

13. Request for future agenda items include a development update and a review of the Baseball contract.

14. With no other business to come before the Council, motion was made by Council member Cooper, second by Council member McDonald to adjourn the meeting. Motion carried unanimously and the meeting was adjourned at 7:07pm.

**PASSED AND APPROVED THIS THE 18TH DAY OF SEPTEMBER, 2023.**

  
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**Charles Addington, II, Mayor**

**ATTEST:**  
  
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**Terri Robinette, City Secretary**