



Economic Development
Corporation (EDC) Board of
Directors

Regular Session

February 4, 2021
6:00 P.M.

CITY OF CROWLEY
Economic Development Corporation
Board of Directors
February 4, 2021
6:00 P.M.

Economic Development Corporation Board

President Christine Gilbreath	_____	_____
Member Jesse Johnson	_____	_____
Member Carl Weber III (VP)	_____	_____
Member Johnny Shotwell	_____	_____
Vacant	_____	_____
Member Jim "Mac" McDonald	_____	_____
Member Alex Hogan	_____	_____

EDC Officers

Executive Director Robert Loftin	_____	_____
Treasurer Lori Watson	_____	_____
Secretary Carol Konhauser	_____	_____

CITY OF CROWLEY
CERTIFIED AGENDA OF EXECUTIVE/CLOSED SESSION
ECONOMIC DEVELOPMENT BOARD OF DIRECTORS
February 4, 2021

I. Statement of Beginning Executive/Closed Session

President of the Board of Directors of the EDC announced at the beginning of the executive/closed session:

“The EDC Board of Directors on February 4, 2021, beginning at _____ p.m., convened in an executive/closed session in accordance with the Texas Open Meetings Act (Local Government Code – Chapter 551).”

II. The following were present:

Member Christine Gilbreath (EDC President)

Jesse Johnson (EDC Board Member)

Member Johnny Shotwell (EDC Member)

EDC Board Member Jim "Mac" McDonald

Member Carl Weber (EDC Board Member)

Member Alex Hogan (EDC Board Member)

City Manager Robert Loftin (EDC Exec Director)

EDC Treasurer Lori Watson

City Attorney Rob Allibon

City Secretary Carol Konhauer (EDC Secretary)

Other

Other

III. Subjects Discussed in the Session Closed to the Public

Pursuant to Chapter 551, Texas Government Code, the Council reserves the right to convene in Executive Session(s), from time to time as deemed necessary during this meeting for any posted agenda item to receive advice from its attorney as permitted by law, or to discuss the following:

- A. Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071 –**
- B. Possible Purchase, Exchange, Lease, or Value of Real Property Pursuant to Section 551.072-**
- C. Personnel Matters (the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline or Dismissal of Public Officers or Employees) Pursuant to Section 551.074**
- D. Deliberation Regarding Economic Development Negotiations Pursuant to Section 551.087 -**
 - *Discussion of lease negotiation for House of Air.*

IV. Statement at End of Executive/Closed Session

President of the Board of Directors announced at the end of the executive/closed session:

“The EDC Board of Directors ended its executive/closed session at _____ p.m., on February 4, 2021”

V. Record of Further Action Taken, if any, on Above Items in the Subsequent Open Session.

VI. Certification by Presiding Officer

I hereby certify that this agenda of the closed session of the EDC Board of Directors of the City of Crowley is a true and correct record of the proceedings pursuant to the Texas Government Code, Chapter 551.

WITNESS MY HAND this the _____ day of _____ 2021.

CITY OF CROWLEY

EDC Board of Directors President



AGENDA
CROWLEY ECONOMIC
DEVELOPMENT CORPORATION
FEBRUARY 4, 2021
REGULAR SESSION - 6:00 p.m.

Crowley City Hall
201 E. Main Street
Crowley TX 76028

Citizens may address the board members by filling out a blue "Citizen Participation" card to discuss any issue that is on the Agenda. Please turn in cards to the City Secretary. Speakers are limited to three minutes (if using a translator, the time limit will be doubled).

REGULAR CALLED MEETING -February 4, 2021- 6:00 P.M.

I. CALL TO ORDER OF THE EDC / ROLL CALL

II. EDC BUSINESS

- 1. Discuss and consider approving the minutes from the EDC meeting held on September 17, 2020.
2. Discuss and consider approving FY 2020-21 Budget Amendment #1 for EDC Operating Budget.

III. EXECUTIVE SESSION

Pursuant to Chapter 551, Texas Government Code, the Council reserves the right to convene in Executive Session(s), from time to time as deemed necessary during this meeting for any posted agenda item to receive advice from its attorney as permitted by law, or to discuss the following:

- 1. Section 551.071 (Consultation with Attorney)
2. Section 551.072 (Deliberations about Real Property)
3. Section 551.074 (Personnel Matters)
4. Section 551.087 (Business Prospect/Economic Development)
a. Discussion of lease negotiation for House of Air.

IV. ADJOURNMENT

I, the undersigned authority, do hereby certify that this Agenda of the Economic Development Corporation to be held on Feb 4, 2021, meeting of the governing body of City of Crowley is a true and correct copy posted on _____, 20____ at _____ am/ pm at Crowley City Hall, a place convenient and readily accessible to the public at all times.

Carol C. Konhauser, City Secretary

THE EDC AND CITY COUNCIL RESERVES THE RIGHT OF THE FOLLOWING:
1. ITEMS DO NOT HAVE TO BE CONSIDERED IN THE SAME ORDER AS SHOWN ON THIS AGENDA;
2. THE COUNCIL MAY CONTINUE OR RECESS ITS DELIBERATIONS TO THE NEXT CALENDAR DAY IF IT DEEMS IT NECESSARY.
The Crowley City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (817) 297-2201 ext. 4000, or email ckonhauser@ci.crowley.tx.us for further information.

NOTICE: A quorum of the Crime Control and Prevention District Board of Directors will be present at this meeting; however, neither Board will take action on any items on this posted agenda.

An agenda information packet is available for public inspection in the Crowley Library and on the City website, under Agenda Packets



Crowley EDC Board

AGENDA REPORT

Meeting Date: February 4, 2021

Agenda Item: II-1

Staff Contact: Carol C. Konhauser
City Secretary

E-mail: ckonhauser@ci.crowley.tx.us

Phone: 817-297-2201-X 4000

SUBJECT: Discuss and consider approving the minutes from the EDC meeting held on September 17, 2020.

BACKGROUND/DISCUSSION

Consider approval of minutes as presented.

FINANCIAL IMPACT

None

RECOMMENDATION

Staff recommends approval of the minutes as presented; council consideration is respectfully requested.

ATTACHMENTS

- Minutes

**MINUTES OF THE ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS
HELD Thursday, September 17, 2020.**

The Economic Development Corporation Board of Directors met on Thursday, September 17, 2020, at 6:00p.m. in the City Council Chambers, 201 East Main Street, Crowley City Hall, Crowley, Texas.

CALL TO ORDER/ ROLL CALL

President Christine Gilbreath called the Session to order for the Economic Development Corporation at 6:05 p.m. City Secretary Carol Konhauser called roll and noted a quorum was present.

Present were President Christine Gilbreath
 Member Billy P. Davis
 Member Carl Weber
 Member Johnny Shotwell
 Member Jim "Mac" McDonald
 Member Alex Hogan

Absent: Member Dallas Park

PUBLIC HEARING

- 1. (a) Hold a Public Hearing on the proposed Crowley Economic Development 4B FY2020-2021 Operating Budget and (b) discuss and consider adopting the Crowley Economic Development 4B FY2020-2021 Operating Budget.**

President Christine Gilbreath opened the public hearing at 6:06 pm for anyone to speak either in favor of or in opposition. When nobody came forward, she closed the public hearing at 6:06 pm.

Member Billy Davis made the motion to approve the FY 2020-2021 budget for the Crowley Economic Development 4B Corporation, second by Member Jim McDonald, the EDC Board of Directors voted unanimously to approve the motion as presented. Motion carried 6-0.

EDC BUSINESS

- 1. Discuss and consider approving the minutes from the EDC meeting held on September 3, 2020.**

Member Jim McDonald made the motion to approve the minutes with one correction. In the motion made following Executive Session, Member Jim McDonald voted "nay" on the motion to negotiate a rent adjustment for House of Air; second by Member Billy Davis, the EDC Board of Directors voted unanimously to approve the motion as presented. Motion carried 6-0.

As there was no further business, President Christine Gilbreath adjourned the meeting at 6:08 p.m.

ATTEST:

Christine Gilbreath
President EDC Board of Directors

Carol C. Konhauser
EDC Secretary



Crowley EDC Board

AGENDA REPORT

Meeting Date:	February 4, 2021	Staff Contact:	Lori Watson ACM/Finance Director
Agenda Item:	II-2	E-mail:	lwatson@ci.crowley.tx.us
		Phone:	817-297-2201 x4900

SUBJECT: Discuss and consider approving FY 2020-21 Budget Amendment #1 for EDC Operating Budget.

BACKGROUND/DISCUSSION

This budget amendment includes several items. The first is landscaping design to be eligible for another Green Ribbon Grant. The cost for Pacheco Koch to design this is \$7,500. When the lease was executed for Redline (320 E. Main), the remaining fee due to the broker was \$52,500. The taxes on all the buildings owned by the EDC are estimated to be \$114,205. The businesses are paying NNN to pay for these taxes and the revenue is included in the Rental Income. The cost of the finish out for 320 E. Main is \$156,278 for the 2020-21 year.

FINANCIAL IMPACT

Total cost of all the amendments is \$330,483. The remaining revenues over expenditures is \$9,950.

RECOMMENDATION

Staff respectfully recommends approving FY 2020-21 Budget amendment #1.

ATTACHMENTS

EDC FY 2020-21 Original Budget
EDC FY 2020-21 Amended Budget
Exhibit #1 2020-21 EDC Budget Amendment #1

Economic Development Corporation 2020-21 Budget

Original Budget

Revenues:

Sales Tax Revenue	1,025,000	
Rental Income	266,668	
Interest Income	<u>8,000</u>	
Total Revenue		1,299,668

Expenses:

Salary & Payroll Taxes	159,644	
Office Supplies	2,500	
Training	18,000	
Electric Service	2,200	
Professional Fees	17,000	
Attorney Fees	10,000	
Mobile Telephone Services	1,026	
Advertising	3,000	
Service Contracts	42,000	
Subscriptions & Publications	6,300	
Dues & Memberships	3,440	
Printing & Reproduction	3,000	
Other Materials & Supplies	3,400	
Building Maintenance & Taxes	<u>17,000</u>	
Total		288,510

Bond Payments

Revenue Bond 2016 Principal	130,000	
Revenue Bond 2016 Interest	78,150	
2018 CO Bond Principal	145,000	
2018 CO Bond Interest	152,875	
2020 CO Bond Principal	50,000	
2020 CO Bond Interest	<u>114,700</u>	
Total		670,725

One Time Purchases:

Total	<u>-</u>	
Total Expenses		<u>959,235</u>

Revenues over (under) expenses	340,433
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Economic Development Corporation 2020-21 Budget

Amended 02/04/2021

Revenues:

Sales Tax Revenue	1,025,000	
Rental Income	266,668	
Interest Income	<u>8,000</u>	
	Total Revenue	1,299,668

Expenses:

Salary & Payroll Taxes	159,644	
Office Supplies	2,500	
Training	18,000	
Electric Service	2,200	
Professional Fees	69,500	
Attorney Fees	10,000	
Green Ribbon Grant Design Exp	7,500	
Mobile Telephone Services	1,026	
Advertising	3,000	
Service Contracts	42,000	
Subscriptions & Publications	6,300	
Dues & Memberships	3,440	
Printing & Reproduction	3,000	
Other Materials & Supplies	3,400	
Building Maintenance & Taxes	<u>131,205</u>	
	Total	462,715

Bond Payments

Revenue Bond 2016 Principal	130,000	
Revenue Bond 2016 Interest	78,150	
2018 CO Bond Principal	145,000	
2018 CO Bond Interest	152,875	
2020 CO Bond Principal	50,000	
2020 CO Bond Interest	<u>114,700</u>	
	Total	670,725

One Time Purchases:

320 E. Main Street Improvements (remain)	<u>156,278</u>	
	Total	156,278

Total Expenses **1,289,718**

Revenues over (under) expenses **9,950**

**Crowley EDC 4B
FY 2020-21 Budget**

Budget Amendment #1

Revenues over Expenditures on Adopted Budget	\$ 340,433
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Expenses:

Green Ribbon Grant Design Expense	\$	7,500	
Professional Services (leasing)		52,500	
Building Maintenance & Taxes		114,205	
320 E. Main Improvements remaining		156,278	
Total			\$ 330,483

Remaining Revenues over Expenditures	9,950
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