



Economic Development
Corporation (EDC) Board of
Directors

Regular Session

May 7, 2020
6:00 P.M.

CITY OF CROWLEY
Economic Development Corporation
Board of Directors

May 7, 2020
6:00 P.M.

Economic Development Corporation Board

- President Christine Gilbreath _____
- Member Billy P. Davis _____
- Member Carl Weber III _____
- Member Johnny Shotwell _____
- Member Dallas Park _____
- Member Jim "Mac" McDonald (VP) _____
- Member Alex Hogan _____

EDC Officers

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



AGENDA
CROWLEY ECONOMIC
DEVELOPMENT CORPORATION
MAY 7, 2020
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 – May 7, 2020- 6:00 P.M.

I. CALL TO ORDER OF THE EDC / ROLL CALL

II. EDC BUSINESS ON ITEMS

- 1. Discuss and consider approving the minutes from the EDC meeting held on March 19, 2020 and the Joint meeting held April 27, 2020.
2. Discuss and consider approval of EDC 2019-20 Budget Amendment #2.
3. Discuss and consider approval of the business list to receive the CEDC Crowley Cares Economic Grant Relief Program.

III. ADJOURNMENT

I, the undersigned authority, do hereby certify that this Agenda of the Economic Development Corporation to be held on May 7, 2020, 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.



Crowley EDC Board

AGENDA REPORT

Meeting Date: May 7, 2020

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 March 19, 2020 and the Joint meeting held April 27, 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, March 19, 2020.

The Economic Development Corporation Board of Directors met on Thursday, March 19, 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 6:02p.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 (Arrive late at 6:09pm)
 Member Johnny Shotwell (Arrive late at 6:12pm)
 Member Alex Hogan
 Member Dallas Park

Absent: Member Jim "Mac" McDonald

EDC BUSINESS

1. Discuss and consider approving the minutes from the EDC meeting held on Feb 20, 2020.

Member Billy Davis made the motion to approve the minutes as presented, second by Member Dallas Park, the EDC Board of Directors voted unanimously to approve the motion as presented. Motion carried 6-0.

EXECUTIVE SESSION

Christine Gilbreath announced that Economic Board of Directors would convene into Executive Session at 6:04pm to discuss a possible EDC Business Contract pursuant to Section 551.087 of the Texas Government Code.

RECONVENE AND TAKE ACTION FROM EXECUTIVE SESSION

At 6:17 pm President Christine Gilbreath announced council would reconvene into open session.

Member Billy Davis made the motion to approve the Executive Director of the EDC to negotiate and sign a contract with DLP Athletic, LLC for the remaining portion of the property located at 320 E Main St; second by Member Johnny Shotwell, the EDC Board of Directors voted unanimously to approve the motion as presented. Motion carried 6-0.

EDC BUSINESS CONTINUED

1. Consideration and approval of Resolution R03-2020-330 by the Board of Directors of the City of Crowley Economic Development Corporation approving a financing and use agreement relating to the expenditure of sales tax revenues for various projects; and authorizing other matters in connection therewith.

Member Billy Davis made the motion to approve Resolution R03-2020-330 approving the finance and use agreement; second by Member Carl Weber, the EDC Board of Directors voted unanimously to approve the motion as presented. Motion carried 6-0.

2. Discuss and consider approval of EDC Budget Amendment #1.

Member Dallas Park made the motion to approve the EDC Budget Amendment #1; second by Member Johnny Shotwell, 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 6:26 p.m.

ATTEST:

Christine Gilbreath
President EDC Board of Directors

Carol C. Konhauser
EDC Secretary

MINUTES OF THE JOINT SPECIAL CALLED MEETING OF THE ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS AND CROWLEY CITY COUNCIL HELD Monday, April 27, 2020.

The Economic Development Corporation Board of Directors and the Crowley City Council met on Monday, April 27, 2020, at 6:00p.m. via Teleconference.

CALL TO ORDER OF THE EDC / ROLL CALL

President Christine Gilbreath called the Session to order for the Economic Development Corporation at 6:03p.m. City Secretary Carol Konhauser called roll and noted a quorum was present.

Present were President Christine Gilbreath
 Member Carl Weber
 Member Johnny Shotwell
 Member Jim "Mac" McDonald
 Member Alex Hogan
 Member Dallas Park

Absent: Member Billy P. Davis

CALL TO ORDER OF THE CROWLEY CITY COUNCIL / ROLL CALL

Mayor Pro Tem Jerry Beck called the Session to order for the Crowley City Council at 6:05p.m. City Secretary Carol Konhauser called roll and noted a quorum was present.

Present were Council Member Johnny Shotwell, City Council Place 1
 Mayor Pro-Tem Jerry Beck, City Council Place 2
 Council Member Jesse Johnson, City Council Place 3
 Council Member Carl T. Weber III, City Council Place 4
 Council Member Tina Pace, City Council Place 5
 Council Member Christine Gilbreath, City Council Place 6

Absent: Mayor Billy P. Davis

PUBLIC HEARING

- 1. a. Discuss and consider an economic grant relief program to assist local businesses impacted by COVID-19.**

Assistant City Manager Lori Watson began by explaining that the current COVID-19 pandemic has negatively impacted many of the City's small local businesses. Staff worked to put together this program as an initiative to help local businesses retain the employees and resources needed to survive during this period of time. She further explained that the program would not exceed \$300,000 and the grant amount allowed for each approved business would not be more than \$5,000. Additionally, she went over some of the guidelines and requirements that had been set regarding the types of business what would qualify for the program.

Council Member Tina Pace and Council Member Jesse Johnson both stated they were in favor of the program.

- b. Hold a public hearing to discuss and consider the Crowley Cares Economic Grant Relief Program, an initiative to assist local businesses impacted by the COVID-19 crisis, and establish it as Project No. 2020-10, pursuant to Texas Local Government Code §505.158, §505.159, and §505.160; not to exceed \$300,000.**

President Christine Gilbreath opened the Public Hearing at 6:12pm for anyone wishing to speak for or against. Mr Colin May, owner of The Breakroom Bar and Grill, stated that he thought it was a good program that would help business owners. President Gilbreath asked if there were any other

people wishing to speak. When nobody else spoke up, President Gilbreath closed the Public Hearing at 6:16pm.

President Christine Gilbreath spoke up and stated she was in favor of the program. Member Carl Weber also stated he was in favor of the program. Member Jim McDonald stated he was in favor of the program. Member Alex Hogan stated he was in favor of the program. Member Johnny Shotwell stated he was in favor of the program. Member Dallas Park stated he was in favor of the program. The EDC Board of Directors voted unanimously to approve the project.

EDC ACTION ITEMS

- 1. Consideration and approval of Resolution R04-2020-333 by the Board of Directors of the City of Crowley Economic Development Corporation approving the Crowley Cares Relief Grant Program for Crowley Businesses to Assist with the retention and training of employees during the Covid-19 Pandemic and National Disaster, in an amount not to exceed \$5,000.00 per business.**

Member Jim McDonald made the motion to approve Resolution R04-2020-333, second by Member Dallas Park, 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 6:29 p.m.

As there was no further business for the Crowley City Council, Mayor Pro Tem Jerry Beck adjourned the meeting at 6:31p.m.

Christine Gilbreath
President EDC Board of Directors

Jerry Beck
Mayor Pro Tem

ATTEST:

Carol C. Konhauser
EDC Secretary

Carol C. Konhauser
Secretary



Crowley EDC Board

AGENDA REPORT

Meeting Date: May 7, 2020

Agenda Item: II-2

Staff Contact: Lori Watson, EDC Treasurer

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

Phone: 817-297-2201x4900

SUBJECT: Discuss and consider approval of EDC 2019-20 Budget Amendment #2.

BACKGROUND/DISCUSSION

Last week, the EDC approved the Crowley Cares project to not exceed \$300,000. In addition, the broker fees for the new lease on the 320 E Main St building will total \$105,000. This budget amendment will allocate the funds for these projects.

FINANCIAL IMPACT

The budget amendment will allocate \$225,000 from reserve funds and \$180,000 from the current excess of revenues over planned expenditures. (See Attached Exhibit #1)

RECOMMENDATION

Staff recommends approving EDC 2019-20 Budget Amendment #1.

ATTACHMENTS

- EDC 2019-20 Original Budget
- Exhibit #1 Budget amendment #2.

Economic Development Corporation 2019-20 Budget

Revenues:

Sales Tax Revenue	910,000	
Rental Income	20,000	
Interest Income	8,000	
	938,000	
Total Revenue		938,000

Expenses:

Salary & Payroll Taxes	126,000	
Office Supplies	2,500	
Training	18,000	
Electric Service	2,200	
Professional Fees	17,000	
Attorney Fees	10,000	
Mobile Telephone Services	1,399	
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	17,000	
	255,239	
Total		255,239
Bond Payments		
Revenue Bond 2016 Principal	125,000	
Revenue Bond 2016 Interest	81,900	
2018 CO Bond Principal	135,000	
2018 CO Bond Interest	159,625	
	501,525	
Total		501,525
One Time Purchases:		
	-	
Total		-
	756,764	
Total Expenses		756,764

Revenues over (under) expenses	181,236
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**Crowley EDC 4B
FY 2019-20 Budget
Budget Amendment #2**

Revenues:	Fund Balance			
		Total	<u>\$ 225,000</u>	\$ 225,000
Expenses:	Professional Fees		\$ 105,000	
	Crowley Cares Grant Program		300,000	
		Total		<u>\$ 405,000</u>
		Difference		(180,000)

The current budget has an excess of \$180,000 of budgeted Revenues over Expenditures of \$180,000.00



Crowley EDC Board

AGENDA REPORT

Meeting Date: May 7, 2020

Agenda Item: II-3

Staff Contact: Lori Watson, EDC Treasurer

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

Phone: 817-297-2201x4900

SUBJECT: Discuss and consider approval of the business list to receive the CEDC Crowley Cares Economic Grant Relief Program.

BACKGROUND/DISCUSSION

On April 27, 2020, the EDC approved the Crowley Cares Economic Grant Relief Program to not exceed \$300,000. The deadline for submitting information for the grant is May 5, 2020 at 1:00pm. A list of businesses (without names) will be given the night of the meeting for approval.

FINANCIAL IMPACT

The maximum amount of the program will not exceed \$300,000. The exact amount will be determined after all the applications have been received and will be presented the night of the meeting.

RECOMMENDATION

Staff recommends approving the list of businesses to receive the Crowley Cares Economic Grant Relief Program.

ATTACHMENTS

- List of businesses that have applied and qualify will be handed out the night of the meeting. (will be provided at the meeting on Thurs, May 7, 2020 as staff is reviewing.)