



Economic Development  
Corporation (EDC) Board of  
Directors

Regular Session

April 5, 2021  
6:00 P.M.

**CITY OF CROWLEY**  
**Economic Development Corporation**  
**Board of Directors**

**April 5, 2021**  
**6:00 P.M.**

**Economic Development Corporation Board**

Vacant	_____	_____
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	_____	_____



**AGENDA  
CROWLEY ECONOMIC  
DEVELOPMENT CORPORATION  
APRIL 5, 2021  
REGULAR SESSION - 6:00 p.m.**

**Crowley City Hall  
201 E. Main Street  
Crowley TX 76028**

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*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).*

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**REGULAR CALLED MEETING –April 5, 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 March 4, 2021.
2. Discuss and consider authorizing the repair of the roof of the EDC building located at 320 East Main.

**III. ADJOURNMENT**

**I, the undersigned authority, do hereby certify that this Agenda of the Economic Development Corporation to be held on April 5, 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.



## Crowley EDC Board

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### AGENDA REPORT

**Meeting Date:** April 5, 2021

**Agenda Item:** II-1

**Staff Contact:** Carol C. Konhauser  
City Secretary

**E-mail:** [ckonhauser@ci.crowley.tx.us](mailto:ckonhauser@ci.crowley.tx.us)

**Phone:** 817-297-2201-X 4000

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**SUBJECT:** Discuss and consider approving the minutes from the EDC meeting held on March 4, 2021.

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#### **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 4, 2021.**

The Economic Development Corporation Board of Directors met on Thursday, March 4, 2021, at 6:15p.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 6:17 p.m. City Secretary Carol Konhauser called roll and noted a quorum was present.

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

Absent:                            None

**EDC BUSINESS**

**1. Discuss and consider approving the minutes from the EDC meeting held on February 4, 2021.**

Member Jesse Johnson made the motion to approve the minutes as presented. second by Member Alex Hogan, the EDC Board of Directors voted unanimously to approve the motion as presented. Motion carried 6-0.

**2. Discuss and consider approval of expenditures for the design and construction plans for the downtown parking lots at 230 E. Main St. and 200 N. Hampton Rd.**

Assistant City Manager/EDC Director explained that the EDC had purchased a several properties in the downtown area with the intention of building much needed parking areas. He requested that the Board consider hiring Pacheco and Koch to design and construction a parking lot that would fit in and compliment the downtown design theme. The cost to design both parking lots would cost approximately \$79,200.00 and this would include topographical survey, engineering plans, landscape plans, lighting plans, drainage plans, conceptual plans, bid and construction management. This cost would not include the actual construction cost.

Member Jim McDonald asked if they combined these two projects into one, how much would this save the City. Mr Brian O'neil from Pacheco and Koch answered and stated that he anticipated approximately a 25% savings.

Member Jim McDonald and Member Jesse Johnson asked why the contract was showing it did not include the lighting and surveying. Mr O'neil explained it was a typographical error and would be corrected.

Member Jesse Johnson made the motion to approve the expenditures for the design and construction plans for the downtown parking lots not to exceed \$82,000.00; second by Member Carl Weber. Member Jim McDonald voted nay on the motion. The EDC Board of Directors voted 5-1 to approve the motion as presented. Motion carried 5-1.

As there was no further business, President Christine Gilbreath adjourned the meeting at 6:41 p.m.

ATTEST:

\_\_\_\_\_  
Carl Weber III  
Vice President EDC Board of Directors

\_\_\_\_\_  
Carol C. Konhauser  
EDC Secretary



## Crowley EDC Board

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### AGENDA REPORT

**Meeting Date:** April 5, 2021

**Agenda Item:** II-2

**Staff Contact:** Robert Loftin, EDC Director

**E-mail:** [rloftin@ci.crowley.tx.us](mailto:rloftin@ci.crowley.tx.us)

**Phone:** 817-297-2201 x5290

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**SUBJECT:** Discuss and consider authorizing the repair of the roof of the EDC building located at 320 East Main.

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#### **BACKGROUND/DISCUSSION**

The roof of the EDC building located at 320 East Main Street is in significant disrepair and has been patched several times. It leaks after every heavy rain. It has also caused damage to the tenants' property. We received three quotes to repair the roof, and they are attached.

#### **FINANCIAL IMPACT**

\$265,501.72. The funding will come from the TIRZ reimbursement to the EDC for the construction of Municipal Way.

#### **RECOMMENDATION**

Staff recommends approving the repairs and awarding the job to Quick Roofing.

#### **ATTACHMENTS**

- Bid Quotes and descriptions.

# IMPERIAL ROOFING

COMMERCIAL & RESIDENTIAL

A DIVISION OF IMPERIAL COMMERCIAL BUILDING SYSTEMS, INC.

**CORPORATE OFFICE**

20770 HWY 281 N. STE. 108  
SAN ANTONIO, TX 78258  
OFC: (888) 644-4253  
FAX: (888) 644-4227

**DALLAS/FT. WORTH OFFICE**

3228 COLLINSWORTH  
FORT WORTH, TX 76107  
OFC: (888) 644-4253  
FAX: (888) 644-4227

**MAILING ADDRESS**

P.O. Box 591606  
SAN ANTONIO, TX 78259  
INFO@IMPERIALROOFINGTX.COM  
WWW.IMPERIALROOFINGTX.COM

March 28, 2021

Mr. Leonard Calder  
City of Crowley, Texas  
201 E. Main Street  
Crowley, Texas 76036

Re: Roof System Scope of Work for:  
320 E. Main Street  
Crowley, Texas 76036

Dear Mr. Calder,

Below is the scope of work options to install a 20 Year NDL TPO roofing system on the commercial facility located at 320 E. Main Street in Crowley, Texas. We are providing an option for a warranted layover system and for full replacement. Each system carries a 20 Year NDL Warranty.

This scope of work is per the written specification offered by Versico, a Carlisle Syntec branded single ply roofing system ([www.versico.com](http://www.versico.com)). Both Versico TPO specifications will qualify for a 20 year NDL warranty from Versico, given our applicator status with them. Please see below:





**SCOPE OF WORK: OPTION #1 – 20 Year NDL TPO Layover**

- Remove existing ballast and spud existing BUR system smooth to receive new layover roof system.
- Prepare roof area to receive TPO Roof System layover to meet criteria for a 20 year NDL warranty specification.
- Attach ½” Fanfold Insulation, per Versico NDL application guidelines. Attachment will be completed using HPVX screws and plates into metal deck. Screws will penetrate the structural metal deck per manufacturer’s specifications.
- Lift HVAC and Miscellaneous curbed units to install roof system under curb.
- Attach Versico VersiWeld 80 mil TPO (White) per manufacturer’s specifications and **Versico 20 Year NDL** warranty guidelines, including properly termination of roof system at flashing metal, HVAC platforms, and roof penetrations.
- Remove and replace 30 roof penetrations and 1 unused HVAC curb unit and replace surrounding metal deck, as needed. Maximum included square footage is 500 square feet. Any further metal deck replacement will be an additional charge.
- Install Walk Pads (34” x 50’ Rolls) at all traffic areas.
- Replace roof penetration flashing units and vent caps.
- Remove and replace gutter and downspouts with like kind, quality, and color.
- Install new Safety Frame around one roof access hatch.

**PRICING**

Total Contract for Option #1: -----\$368,300.00

**SCOPE OF WORK: OPTION #2 – 20 Year NDL TPO – FULL REPLACEMENT**

- Remove existing roof system to substrate.
- Install ½” Densdeck, per manufacturer’s specification.



- Fully Adhere 2 layers of 2.2” ISO Insulation to meet R-25 code requirement, using 2-part DASH Adhesive, per manufacturer’s specification.
- Remove and Replace Cant Strips.
- Remove and Replace Counter Flashing.
- Lift HVAC and Miscellaneous curbed units to install roof system under curb.
- Attach Versico VersiWeld 80 mil TPO (White) per manufacturer’s specifications and **Versico 20 Year NDL** warranty guidelines, including properly termination of roof system at flashing metal, HVAC platforms, and roof penetrations.
- Remove and replace 30 roof penetrations and 1 unused HVAC curb unit and replace surrounding metal deck, as needed. Maximum included square footage is 500 square feet. Any further metal deck replacement will be an additional charge.
- Replace roof penetration flashing units and vent caps.
- Remove and replace parapet cap flashing with 24 Gauge Metal, per manufacturer’s recommendation and specification.
- Install Walk Pads (34” x 50’ Rolls) at all traffic areas.
- Remove and replace gutter and downspouts with like kind, quality, and color.
- Install new Safety Frame around one roof access hatch.

**PRICING**

Total Contract for Option #2: -----\$548,300.00

**WARRANTY**

20 Year No Dollar Limit Warranty will be provided for all TPO Roof Areas, per the selected Scope of Work.

**MISCELLANEOUS**

- All work shall be conducted in a manner so that the property is orderly and clean to eliminate any disruption to the traffic areas and/or business being conducted at said property.
- Clean and haul away all debris upon completion of work.
- This proposal includes all materials, labor, taxes, equipment, and insurance expenses related to the installation of the specified system.
- It does not include any items not specifically noted in the scope of work, any changes and/or modifications to the structure to install specified roofing systems.
- Imperial is not responsible for consequential damages.

**PAYMENT**

Upon commencement and delivery of required materials: -----35%  
 Progress payment, progress TBD: -----35%  
 Upon completion: -----Balance

Scope of Work Option Selected: \_\_\_\_\_

Scope of Work and Proposal is hereby agreed to:

Accepted: Owner /Agent

Date

ICBS Inc./Imperial Roofing

Date





925 E Kennedale Pkwy  
 Kennedale, TX 76060  
 Phone: 817-477-0999

# ESTIMATE

**Estimate #** 842308

**Date** 03-17-2021

**Bill To**

**City of Crowley**  
 201 E Main St  
 Crowley, TX 76036  
 Phone:  
 Email:

**Job Address**

**City of Crowley**  
 310 E Main St  
 Crowley, TX 76036

<u>Description</u>	<u>Qty</u>	<u>Price</u>	<u>Ext. Price</u>
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**Remove & haul off current roofing system, two (2) layers, down to the top of the existing 2.2" Polyiso**

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**Install nailer boards around the entire perimeter of building**

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**Mechanically attached one (1) layer of Firestone 2.2" Polyiso through existing layer with Firestone fasteners and plates, (Total R-value 25)**

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**Mechanically attach Firestone 60 mil UltraPly TPO with Firestone fasteners and plates on all roof areas.**

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**Install all new 24 Gage metal edging with 22 Gage clip**

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**Quick Roofing, LLC to use all Firestone components, to include T-patches, pitch pans, plumbing boots, and cover strip. Quick Roofing, LLC to furnish skytrack.**

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**Quick Roofing, LLC to furnish a two (2) year workmanship warranty. Firestone Building Products to furnish a twenty (20) year NDL (no dollar limit) warranty.**

<b>Total</b>	<b>1</b>	<b>\$265,501.72</b>	\$265,501.72
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<b>Notes:</b>		<b>Total</b>	\$265,501.72
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**City of Crowley Authorized Representative**

**Salesperson:** Ken George  
 Phone: 817-821-1077  
 Email: ken@quickroofing.com

Print Name \_\_\_\_\_

X \_\_\_\_\_ Date \_\_\_\_\_ X \_\_\_\_\_ Date 03/19/2021

# ESTIMATE



**City of Crowley**  
320 E. Main St.  
Crowley, TX 76036  
(817) 988-6257

## Texas Direct Roofing & Construction

2333 Minnis Dr. Suite A  
Haltom City, TX 76117

Phone: (682) 408-8551

Email: sales@txdroofing.com

Web: www.txdroofing.com

Estimate # 11546303650880  
Date 03/29/2021

Description	Quantity	Rate	Total
Replace Tar & Gravel Roof with TPO System Remove all loose Gravel off Roof Top (2) Layers of 2.2inch ISO Board- Equals to additional 26 R-Value Added 60Mill TPO Mechanically Attached- Total Roof Area= 49,508sqft. With Waste added: 520 Total Squares All Curbs (AC Units) Wrapped in TPO- (9 Total Existing plus 2 added) Parapet Walls Covered with TPO and Tied into Roofing System. 3 Pipe Jacks New Coping on Top of Parapet Walls- Color: Gray New Commercial 7" Box Rain Gutters on Rear of Building with new Down Spouts.  Any Penetrations not being used will be covered up. Any items on the roof top that require removal will be removed.  - 1 Osha Certified Representative On Site for Full Length of Job -15 Years Labor Warranty on Install - Product Registration comes with 15 Manufacturers GenFlex year warranty included. Wind Rated Up to 80mph. Inspections on site by manufacturers to issue warranty.	1.0	\$281,247.00	\$281,247.00

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<b>Subtotal</b>	\$281,247.00
<b>Total</b>	<b>\$281,247.00</b>

By signing this document, the customer agrees to the services and conditions outlined in this document.



City of Crowley