



Economic Development
Corporation (EDC) Board of
Directors

Regular Session

April 15, 2021
6:15 P.M.

CITY OF CROWLEY
Economic Development Corporation
Board of Directors

April 15, 2021
6:15 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 15, 2021
REGULAR SESSION - 6:15 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 -April 15, 2021- 6:15 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 April 5, 2021.
2. Discuss and consider approving FY 2020-21 Budget Amendment #2 for EDC Operating Budget.
3. Discuss and elect a new President and Vice-president for the remainder of the term ending Sep 2021 pursuant to the City of Crowley Code of Ordinance, Section 2-137.

III. ADJOURNMENT

I, the undersigned authority, do hereby certify that this Agenda of the Economic Development Corporation to be held on April 15, 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

AGENDA REPORT

Meeting Date: April 15, 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 April 5, 2021.

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 Monday, April 5, 2021.**

The Economic Development Corporation Board of Directors met on Monday, April 5, 2021, at 6:00p.m. in the City Council Chambers, 201 East Main Street, Crowley City Hall, Crowley, Texas.

CALL TO ORDER/ ROLL CALL

Vice President Carl Weber III called the Session to order for the Economic Development Corporation at 6:01 p.m. City Secretary Carol Konhauser called roll and noted a quorum was present.

Present were Member Jesse Johnson
 Vice President Carl Weber III
 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 March 4, 2021.

Member Jim McDonald 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 5-0.

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

City Manager Robert Loftin began by explaining that the roof on the City owned building located at 320 W Main St, which houses House of Air and the soon to open Redline Athletics has had leaking issues. Most recently, the expansion joint where the building was expanded, is separating, which created another leak. He detailed how the water damage had leaked and ruined several of House of Air's televisions. Additionally, he added that the City had contacted TML and attempted to file an insurance claim, but it was determined that the leak is not from damage and the roof is simply old. Mr Loftin also explained that Redline Athletics is concerned that there would water damage on their gymnasium flooring. Staff received three quotes to repair the roof. Quick Roofing submitted the lowest and offered the best options for approximately \$265,501.72. Additionally, Mr Loftin added that it is recommended the City replace the downspouts. There are 7-8 downspouts on the building and they cost \$175.00 each.

Asst City Manager/Finance Director Lori Watson explained that the TIRZ reimbursed the EDC \$500,000 for the construction of Municipal Way. This extra money is what staff is recommending using to fund the parking lot design approved at the last meeting and this roofing expense.

Member Jesse Johnson made the motion to approve the roof installation quoted by Quick Roofing in the amount of \$265,501.72 along with an additional \$1,225.00 for the downspouts; second by Member Alex Hogan. The EDC Board of Directors voted 5-0 to approve the motion as presented. Motion carried 5-0.

As there was no further business, Vice President Carl Weber III adjourned the meeting at 6:18 p.m.

ATTEST:

Carl Weber III
Vice President EDC Board of Directors

Carol C. Konhauser
EDC Secretary



Crowley EDC Board

AGENDA REPORT

Meeting Date:	April 15, 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 #2 for EDC Operating Budget.

BACKGROUND/DISCUSSION

This budget amendment includes the contracts previously approved by the board on April 5, 2021. The first is for the engineering and design of the parking for downtown for \$63,500. The second is for the roof replacement for 320 E. Main for \$270,000.

FINANCIAL IMPACT

The remaining revenues over expenditures is \$9,950. The amount that will come from fund balance is \$323,550. The EDC will have an unencumbered fund balance of \$746,300 after this amendment. This amount is after removing the upcoming bond payments due in August.

RECOMMENDATION

Staff respectfully recommends approving FY 2020-21 Budget amendment #2.

ATTACHMENTS

EDC FY 2020-21 Amended Budget
Exhibit #1 2020-21 EDC Budget Amendment #2

Economic Development Corporation 2020-21 Budget

Amended 04/15/2021

Revenues:

Sales Tax Revenue	1,025,000	
Rental Income	266,668	
Interest Income	8,000	
Fund Balance	<u>323,550</u>	
	Total Revenue	1,623,218

Expenses:

Salary & Payroll Taxes	159,644	
Office Supplies	2,500	
Training	18,000	
Electric Service	2,200	
Professional Fees	133,000	
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	526,215

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)	156,278	
Roof for 320 E. Main Street	270,000	
	Total	426,278

Total Expenses **1,623,218**

Revenues over (under) expenses **\$ 0**

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

Budget Amendment #2

Revenues over Expenditures on Adopted Budget	\$	9,950	
Fund Balance		<u>323,550</u>	333,500
Expenses:			
Roof for 320 E. Main	\$	270,000	
Professional Services (Engineering & Design of Parking Lots)		<u>63,500</u>	
	Total	\$	<u>333,500</u>
	Difference		-



Crowley EDC Board

AGENDA REPORT

Meeting Date: April 15, 2021

Agenda Item: II - 3

Staff Contact: Carol C. Konhauser
City Secretary

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

Phone: 817-297-2201-X 4000

SUBJECT: Discuss and elect a new President and Vice-president for the remainder of the term ending Sep 2021 pursuant to the City of Crowley Code of Ordinance, Section 2-137.

BACKGROUND/DISCUSSION

Pursuant to the City of Crowley Code of Ordinances, Section 2-137, the Board shall elect, from among its members, officers to serve as President and Vice-president for a 1-yr term ending Sep 30 of each year. A vacancy on the Board shall be filled for the unexpired term by the Board. For the current term, the Board President is listed as Christine Gilbreath and the Vice President is Carl Weber III. Due to a vacancy, it is now necessary to appoint a new President and Vice President for the remainder of the term ending Sep 2021. It is typical of other boards for the Vice-President to move up to the President position and a new Vice-President is selected.

FINANCIAL IMPACT

None

RECOMMENDATION

Staff recommends appointing members to the above listed positions

ATTACHMENTS

None