



Regular Session  
Council Agenda Packet  
February 15, 2024

# CITY OF CROWLEY

## CITY COUNCIL

### Council Regular Session

### February 15, 2024

### ATTENDANCE SHEET

	<u>Worksession</u>	<u>Regular</u>
Council Member Johnny Shotwell, Place 1	_____	_____
Council Member Jerry Beck, Place 2	_____	_____
Council Member Jesse Johnson, Place 3	_____	_____
Mayor Pro Tem Jim Hirth, Place 4	_____	_____
Council Member Matt Foster, Place 5	_____	_____
Council Member Scott Gilbreath, Place 6	_____	_____
Mayor Billy Davis	_____	_____
<b>Staff:</b>		
Robert Loftin, City Manager	_____	_____
Lori Watson, Deputy City Mgr/Finance Director	_____	_____
Jack Thompson, Asst City Mgr/EDC Director	_____	_____
Cristina Winner, Asst City Mgr/Comm Serv Director	_____	_____
Rob Allibon, City Attorney	_____	_____
Carol Konhauser, City Secretary	_____	_____
Pleasant Brooks, Fire Chief	_____	_____
Kit Long, Chief of Police	_____	_____
Mike Rocamontes, Public Works Director	_____	_____
Matt Elgin, Direct of Projects & Utilities	_____	_____
Rachel Roberts, Planning & Comm Dev Director	_____	_____
Lisa Hansen, HR Administrator	_____	_____
Julie Hepler, Special Event Coordinator .	_____	_____

**Notice is hereby given of the Work Session of the City of Crowley City Council, to be held on Thursday, February 15, 2024, at 6:15 p.m. for the purpose of considering the following agenda items.**

The following item is hereby removed from the previously posted agenda for the Work Session meeting under section V. CITY BUSINESS

4. Discuss and consider approval of a Chapter 380 Agreement between the City of Crowley and Legacy Land Ventures, LLC.



**AGENDA  
CROWLEY CITY COUNCIL  
FEBRUARY 15, 2024  
WORK SESSION - 6:15 p.m.**

**Crowley City Hall  
201 E. Main Street  
Crowley TX 76036**

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*Citizens may address the Council 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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**WORK SESSION - February 15, 2024 - 6:15 pm**

**I. CALL TO ORDER AND ROLL CALL**

**II. NON-ACTION ITEMS FOR DISCUSSION**

1. Provide an update to the City Council on discussions with the landowners and the applicant for development on property located on Hampton Rd just south of FM 1187 and provide guidance to staff on future development, including possibility of an Urban Village concept.

**DISCUSSION OF ITEMS LISTED ON THE AGENDA**

**III. CONSENT AGENDA**

*All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

1. Discuss and consider approving the minutes from the regular meeting held February 1, 2024.

**IV. PUBLIC HEARINGS**

1. None

**V. CITY BUSINESS**

1. Council to Ratify the City Manager's appointment of Cristina Winner as Assistant City Manager/Community Services Director pursuant to the Home Rule Charter, Article V. Municipal Administration, Section 5.05 City Departments.
2. Discuss and consider adoption of Resolution R02-2024-410, a resolution of the City of Crowley setting the date, time, and place of a public hearing to receive citizen comments on the amendment of the Water and Wastewater Impact fees.
3. Consider approving Resolution R02-2024-411, a resolution authorizing the City Manager or his designee to execute a release of easement for a 20 foot wide drainage easement on a tract of land situated within the R.W. Waggoner Survey, Abstract 1618, City of Crowley, Tarrant County, Texas located and recorded in instrument number D210129804, Deed Records, Tarrant County.
4. REMOVED.

**VI. ADJOURNMENT**

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

Notice is hereby given of the Work Session of the City of Crowley City Council, to be held on Thursday, February 15, 2024, at 6:15 p.m. for the purpose of considering the following agenda items.

The following item is hereby removed from the previously posted agenda for the Work Session meeting under section V. CITY BUSINESS

4. Discuss and consider approval of a Chapter 380 Agreement between the City of Crowley and Legacy Land Ventures, LLC.



**AGENDA  
CROWLEY CITY COUNCIL  
FEBRUARY 15, 2024  
REGULAR SESSION - 7:00 p.m.**

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

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**REGULAR SESSION - February 15, 2024 - 7:00 pm**

**I. CALL TO ORDER AND ROLL CALL**

**II. INVOCATION**

**III. PLEDGE TO ALLEGIANCE TO THE AMERICAN AND TEXAS FLAGS**

*"I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation, under God, indivisible, with Liberty and Justice for all."*

*"Honor the Texas flag; I pledge allegiance to thee, Texas, one state, under God, one and indivisible."*

**IV. PRESENTATIONS/PROCLAMATIONS**

1. Capital Improvement Plan and Impact Fee Update by Teague Nall and Perkins.

**V. CONSENT AGENDA**

*All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

1. Discuss and consider approving the minutes from the regular meeting held February 1, 2024.

**VI. PUBLIC HEARINGS**

1. None

**VII. CITY BUSINESS**

1. Council to Ratify the City Manager's appointment of Cristina Winner as Assistant City Manager/Community Services Director pursuant to the Home Rule Charter, Article V. Municipal Administration, Section 5.05 City Departments.
2. Discuss and consider adoption of Resolution R02-2024-410, a resolution of the City of Crowley setting the date, time, and place of a public hearing to receive citizen comments on the amendment of the Water and Wastewater Impact fees.
3. Consider approving Resolution R02-2024-411, a resolution authorizing the City Manager or his designee to execute a release of easement for a 20 foot wide drainage easement on a tract of land situated within the R.W. Waggoner Survey, Abstract 1618, City of Crowley, Tarrant County, Texas located and recorded in instrument number D210129804, Deed Records, Tarrant County.
4. REMOVED.

**VIII. ADVISORY BOARDS AND COMMISSIONS**

**1. Reports**

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

None

## **2. Appointments/Reappointments**

### **TIRZ Board**

Matt Elgin

Place 8

Remainder of the term ending Dec 31, 2024

## **IX. PUBLIC COMMENT**

*If you wish to make a public comment or discuss subjects not listed on the agenda, please fill out a (yellow) Visitor's Participation card and submit to the City Secretary. There will be no formal actions taken on subjects presented during public comments. Please NOTE council may NOT address or converse with you regarding a NON-AGENDA ITEM. The public comment period will only allow members of the public to present ideas and information to the City Officials and Staff.*

## **X. ITEMS OF COMMUNITY INTEREST**

*Items of community interest include expressions of thanks, congratulations, or condolence; information regarding holiday schedules; honorary recognitions of city officials, employees or citizens; reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by a city official or employee; and announcements involving imminent threats to the public health and safety*

## **XI. 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 as permitted by Government Code:

- 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)**

## **XII. RECONVENE AND TAKE ACTION FROM EXECUTIVE SESSION**

*Reconvene into open session and take any necessary action resulting from items posted and legally discussed in Closed Session.*

## **XIII. ADJOURNMENT**

**I, the undersigned authority, do hereby certify that this Agenda of the City Council Meeting to be held on Thursday, February 15, 2024, of the governing body of the City of Crowley is a true and correct copy posted on \_\_\_\_\_, 20\_\_ at \_\_\_\_\_ am/ pm to the City Website and at Crowley City Hall, a place convenient and readily accessible to the public at all times.**

City of Crowley

\_\_\_\_\_  
Carol C. Konhauser, City Secretary

THE 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 and the Economic Development Board of Directors will be present at this meeting; however, neither Board will take action on any items on this posted agenda.



# City of Crowley, Texas Mayor and Council Agenda Report

<b>PRESENTER:</b> Rachel Roberts					<b>MEETING DATE:</b> Feb. 15, 2024			
<b>DEPARTMENT:</b> Community Development					<b>AGENDA ITEM:</b> Work Session			
<b>SUBJECT:</b>					Provide an update to the City Council on discussions with the landowners and the applicant for development on property located on Hampton Rd just south of FM 1187 and provide guidance to staff on future development, including possibility of an Urban Village concept			
<b>COORDINATION:</b>	Finance		City Sec		Comm Dev	<b>TM, RR</b>	PW	<b>Engineer TNP</b>
	Dept Director		HR		Comm Services		EDC	
	City Attorney	<b>RA</b>	PD		FD		Admin:	<b>ME, JT</b>

## **BACKGROUND:**

Recently, staff received input from the Council on an Urban Village idea for property along Hampton Rd just south of FM 1187. This was brought to the Council because a developer was interested in the property for residential use, but the comprehensive plan guidance is for the land use to be mixed-use. The developer had proposed single family residential for the east side, and the landowner proposed multifamily for the west. At the time, no rezoning application had been submitted.

Staff wanted feedback on an Urban Village concept as an option for rezoning because:

- The landowners (Teeter family) want to sell the whole property (on both sides of Hampton Rd).
- The developer, Steve Hawkins Custom Homes, wants to develop only the eastern portion, as single family residential.
- Staff's understanding is that the Teeters have been talking with multifamily developer(s) about the western side
- The comprehensive plan calls for the land (on both sides of Hampton Rd) to be developed as mixed-use. A rezoning to multifamily zoning on one side and single family zoning on the other does not follow this guidance from the comprehensive plan. In addition, members of the Council and the Planning & Zoning Commission have previously expressed concern about mixed-use districts adopted when the developer only wanted to build the residential portion, leaving the commercial part for some unknown future developer to provide.
- A heavy commercial use could be built on the west side under existing zoning, and multifamily could be built with an amendment to the Creekside development plan. But heavy commercial is not suitable for this site due to access issues (limited/no access to 1187 / Hampton Rd not being an appropriate roadway type for heavy commercial vehicle use), and straight multifamily is not desirable at this location.
- If the western tract is developed in an Urban Village concept and both tracts are designed to be complement each other, the development would achieve the goals for all parties.

Since the meeting with Council, Steve Hawkins Custom Homes has applied to rezone the east side. The requested rezoning is for a planned development district for single family residential. Although the application would rezone only the east side, the accompanying concept plan for the district shows mixed-use on the west side (mostly multifamily but a minimum of 5,000 square feet of commercial) – but the concept plan would not be legally binding on the west side, as it isn't included in the rezoning. The lots along Hampton would be smaller, alley-loaded lots facing Hampton. Having the lots face the street would help connect the eastern and western sides together.

The applicant met with the Planning & Zoning Commission in a work session to get preliminary comments. The Commission seemed interested in the concept and had some suggestions. One of the main suggestions was to allow on-street parking along Hampton, similar to what we've done on Main St. It would provide a buffer for the sidewalk, making it safer for pedestrians, and would also provide visitor parking for the homes. Planning staff are generally in favor of this idea because it will add to the Urban Village feel and make the sidewalk safer, but there would need to be some elements such as stop signs added to Hampton to slow down traffic (to allow cars to safely access on-street parking spaces).

Discussions with the developer's representative have (from staff's perspective) been positive so far. Staff have been cautiously supportive of the rezoning to single family residential on the east side as long as the west side can be covered by a development agreement requiring the property to be rezoned to a district allowing for mixed-use, such as the city's Mixed-Use Core sub-district. Staff have asked for a development agreement because of concerns mentioned above; mixed-use districts were requested by residential developers, who are building the residential only, and it's possible the commercial portion may not be built for many years.

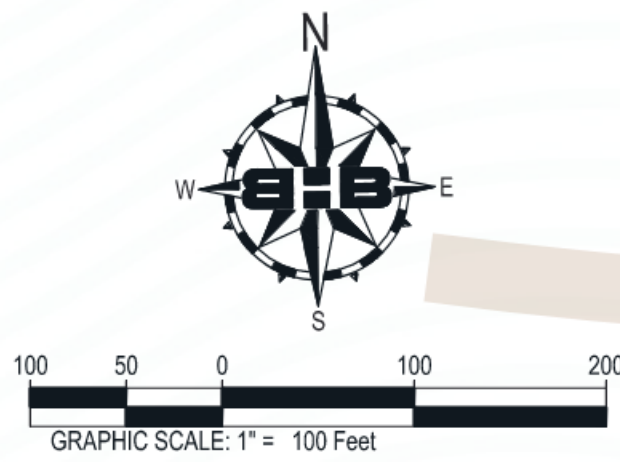
Because the applicant has officially submitted an application for rezoning, staff have been moving forward with the request. The case will be heard by the Planning & Zoning Commission on February 12. Staff plan to recommend postponing the case until the development agreement can be worked out to the satisfaction of all parties. If the Commission agrees, they will postpone their vote until their Feb. 26 meeting. Either way, the request would come before the Council on March 7.

Staff would like input from the Council on the ideas suggested to the applicant by staff and the Planning & Zoning Commission (development agreement for the west side, on-street parking, lots facing Hampton) as well as the concept overall.

- 1) Is the Council comfortable with the direction this project is taking?
- 2) Does the Council have any concerns that haven't been raised by staff?
- 3) Is the Council supportive of exploring the idea of on-street parking, and with the possible addition of stop signs or other design elements to slow traffic through this area?
- 4) Regarding the proposed development agreement for the western tract, is the Council comfortable with this approach? If so, does the Council want to include a timeline by which the property must be rezoned so that the project is ensured to be mixed-use? And does the Council also want to include a timeline for building the multifamily and commercial portion?

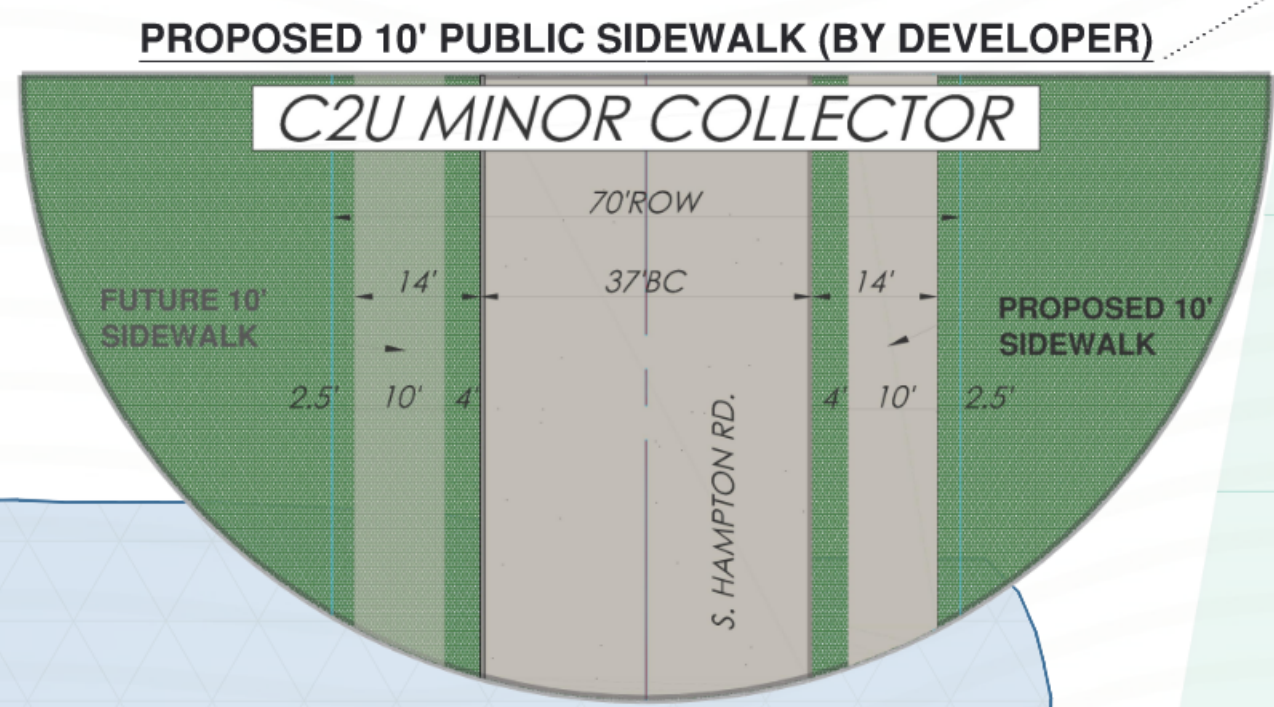


Jan 22, 2024 - 3:16pm  
Drawing File: E:\2023\000.000\2023.180.000 Teeter Ranch - Residential (Crowley, TX) - Steve Hawkins\01 Design - Drafting\02 Civil\01 C2U\180 SITE - (1-22-2024) - TRACE.dwg Layout: site exhibit



**LEGEND**

- PUBLIC PARKLAND DEDICATION
- FLOODPLAIN
- FLOODWAY



# TEETER RANCH - 187 SINGLE FAMILY HOMES CROWLEY, TEXAS

THIS DOCUMENT IS  
RELEASED FOR THE  
PURPOSE OF INTERIM  
REVIEW UNDER THE  
AUTHORITY OF  
CHRISTOPHER M. BRYANT  
P.E. Tx No. 140551  
IT IS NOT INTENDED FOR  
CONSTRUCTION, BIDDING OR  
PERMIT PURPOSES.  
01-22-2024

ASTEVEHAWKINSPROJECT



BAIRD, HAMPTON & BROWN  
engineering & surveying

project  
2023.180.000

6300 Riddle Place, Suite 700 | Fort Worth, TX 76116  
(817)338-1277 | mail@bhbinc.com | TBPE Firm #44 | TBPLS Firm #10011300

EXISTING 36' ROADWAY  
(SOUTH HAMPTON ROAD)

5000 S.F.  
MIXED-USE  
RETAIL

ALLEY-ACCESS  
HOMES

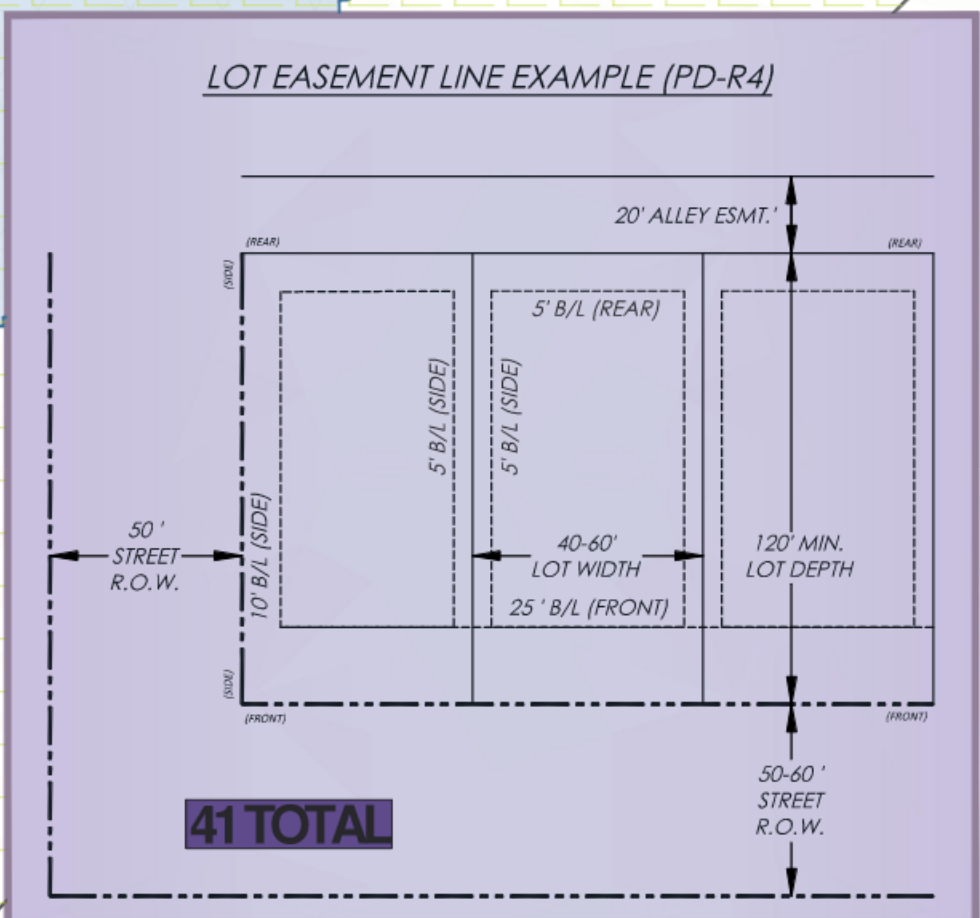
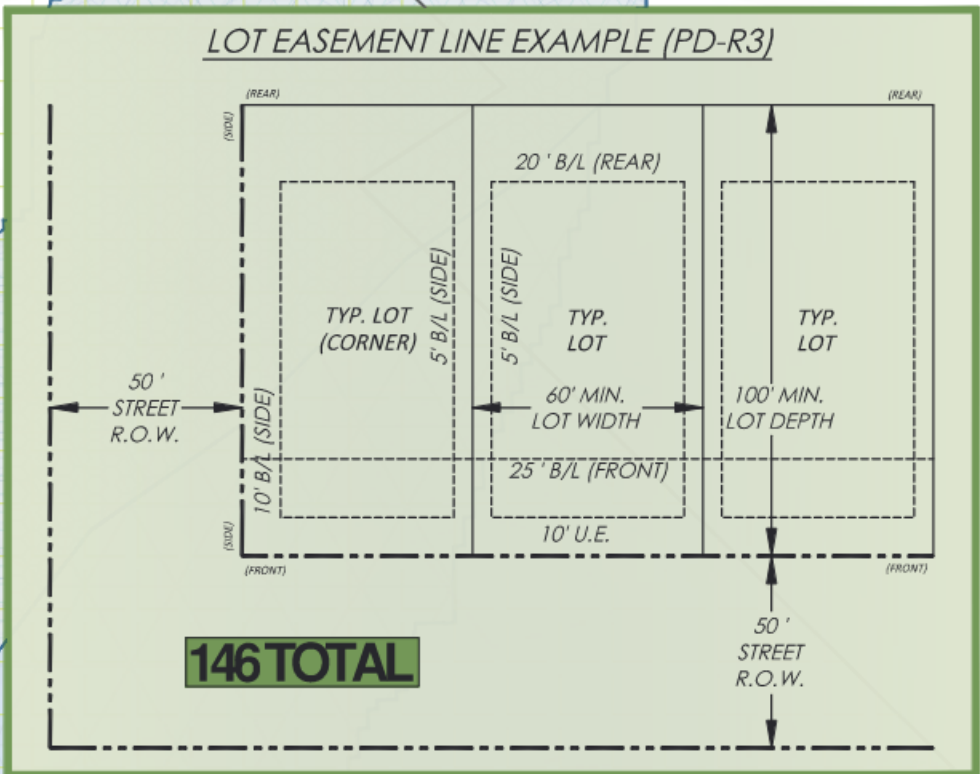
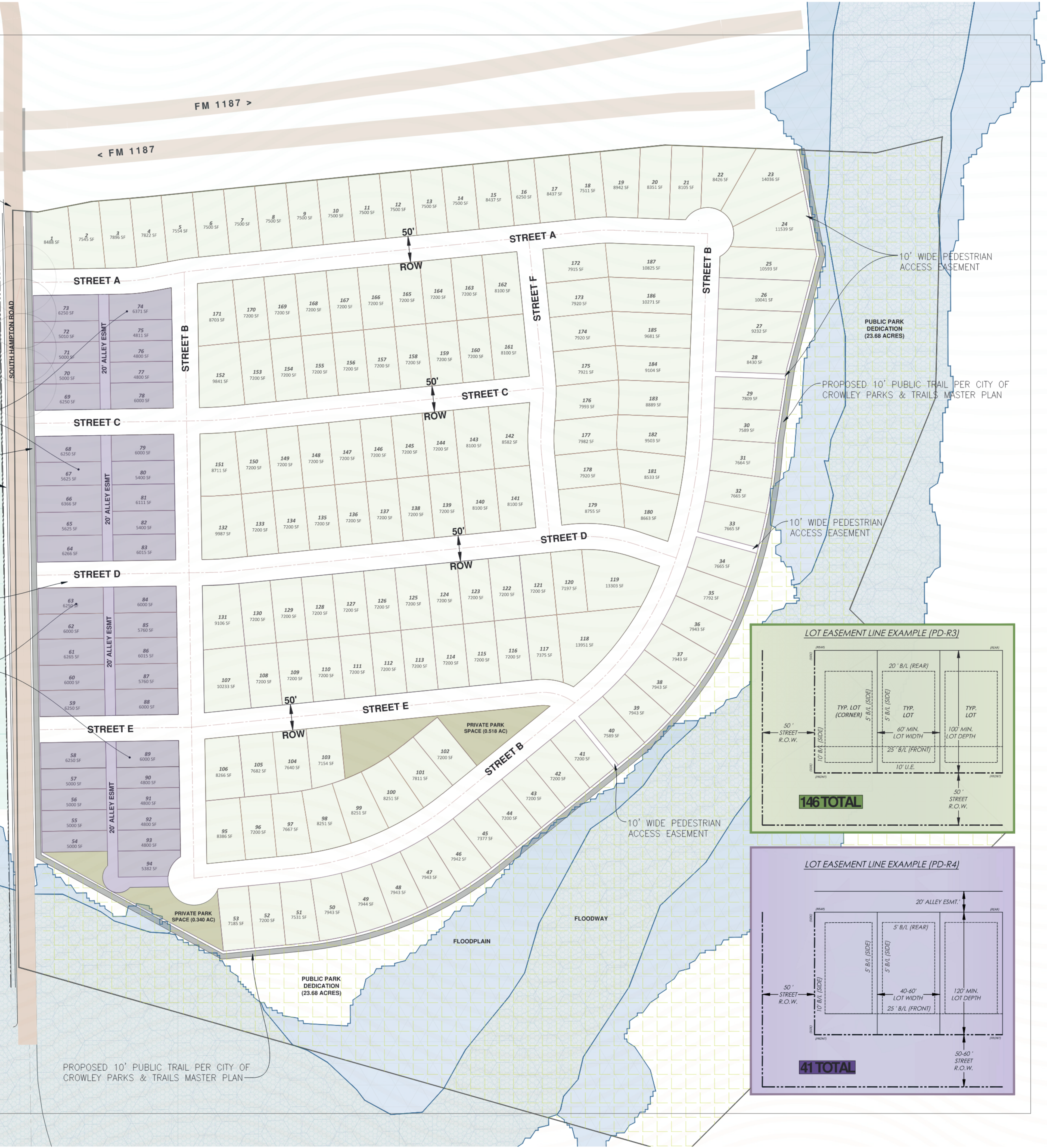
PROPOSED 10' PUBLIC  
SIDEWALK (BY DEVELOPER)

FUTURE MIXED USE  
DEVELOPMENT

PROPOSED 30' WIDE  
CONCRETE ROADWAY

ALLEY-ACCESS  
HOMES

PROPOSED 10' PUBLIC TRAIL PER CITY OF  
CROWLEY PARKS & TRAILS MASTER PLAN







## City of Crowley, Texas Mayor and Council Agenda Report

<b>PRESENTER:</b> Matt Elgin Dir of Projects		<b>MEETING DATE:</b> February 15, 2024					
<b>DEPARTMENT:</b> Public Works		<b>AGENDA ITEM:</b> Presentation					
<b>SUBJECT:</b>		Receive a presentation on the Capital Improvement Plan and Impact Fee Update for 2024-2034 from Teague Nall and Perkins					
<b>COORDINATION:</b>	Finance		City Sec		Comm Dev		PW
	Dept Directo		HR		Comm Services		Other:
	City Attorney		PD		FD		Other:

### **BACKGROUND:**

The City of Crowley currently assesses water and wastewater impact fees. The intent of the Impact Fee Program is to ease the financial burden borne by the City's existing rate payers for the construction of new water and wastewater infrastructure required to support future development. Under the Impact Fee Program, a portion of the costs associated with new water and wastewater infrastructure is paid for by new developments within the City's established service areas.

Representative from Teague Nall and Perkins will give a presentation on the Impact Fee Update.

### **RECOMMENDATION:**

None

### **FINANCIAL INFORMATION:**

None

### **ATTACHMENTS:**

1. Slides to be presented at meeting



# City of Crowley, Texas Mayor and Council Agenda Report

<b>PRESENTER:</b> Carol Konhauser City Secretary		<b>MEETING DATE:</b> February 15, 2024					
<b>DEPARTMENT:</b> Administration		<b>AGENDA ITEM:</b> V-1					
<b>SUBJECT:</b>		Discuss and consider approving the minutes from the regular meeting held February 1, 2023.					
<b>COORDINATION:</b>	Finance		City Sec		Comm Dev		PW
	Dept Directo		HR		Comm Services		Other:
	City Attorney		PD		FD		Other:

## **BACKGROUND:**

Consider approval of minutes as presented.

## **RECOMMENDATION:**

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

## **FINANCIAL INFORMATION:**

Approval of the minutes does not affect the budget.

## **ATTACHMENTS:**

1. Minutes



**MINUTES OF THE CITY COUNCIL WORK SESSION HELD FEBRUARY 1, 2024.** The City Council of the City of Crowley, Texas met in Work Session on Thursday, February 1, 2024, at 6:30 pm in the City Council Chambers, 201 East Main Street, Crowley City Hall, Crowley, Texas.

Present were Mayor Billy P. Davis  
Council Member Johnny Shotwell, City Council Place 1  
Council Member Jerry Beck, City Council Place 2  
Council Member Jesse Johnson, City Council Place 3  
Mayor Pro-Tem Jim Hirth, City Council Place 4  
Council Member Matt Foster, Place 5

City staff included: City Manager Robert Loftin  
Deputy City Mgr/Finance Director, Lori Watson  
Asst City Mgr/EDC Director, Jack Thompson  
Asst City Mgr/Comm Services Director/ Cristina Winner  
City Attorney, Rob Allibon  
City Secretary, Carol Konhauser  
Deputy Fire Chief, Claude Scally  
Police Chief, Kit Long  
Public Works Director, Mike Rocamontes  
Director of Projects & Utilities, Matt Elgin  
Planning and Comm Dev Director, Rachel Roberts

Absent: Council Member Scott Gilbreath, City Council Place 6

#### **CALL TO ORDER/ ROLL CALL**

Mayor Billy Davis called the Work Session to order at 6:30 p.m. City Secretary Carol Konhauser called roll and noted a quorum was present.

#### **DISCUSSION OF NON-ACTION ITEMS**

**1. Receive guidance from council regarding an official name for the Crowley Dog Park.**

Assistant City Manager Jack Thompson explained that the City was approached by the Hargrave Family regarding the possibility of sponsor a portion of the plaza. After some discussion, the Hargrave family was asked if they would like to sponsor the Dog Park, which they agreed. The are requesting that the dog park be named the

#### **CONSENT AGENDA**

*All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

**1. Discuss and consider approving the minutes from the regular meeting held January 18, 2024.**

No discussion.

#### **PUBLIC HEARING**

**1. Hold a public hearing to discuss, and approving Ordinance No. 02-2024-517 amending Ordinance No. 06-2018-332 (the Karis planned development district regulations), repealing and replacing Exhibit ‘B’ and amending Exhibit “E” as requested by The Nehemiah Company. Case # ZCA-2023-005.**

No discussion

#### **CITY BUSINESS**

**1. Submit and consider action to accept the Crowley Police Department’s 2023 Racial Profiling Report and Motor Vehicle Contact Search Analysis.**

No discussion

2. **Discuss and consider adoption of Joint Resolution R02-2024-409 a Joint Resolution between the City of Crowley and the Crowley Independent School District Board of Trustees, to enter into an agreement to hold a joint election in precincts that can be served by common polling places and authorizing the Mayor to execute said agreement.**

No discussion

3. **Discuss and consider adoption of Ordinance 02-2024-516 an ordinance of the City Council of the City of Crowley, Texas, Ordering a General Election to be held on May 04, 2024; appointing an election judge and alternate judge, designating location of polling place; providing for dates; prescribing the hours; providing for an early voting ballot board; providing for the posting and publication of notice; and providing an effective date and authorize the Mayor to execute the Notice of Election.**

No discussion

4. **Discuss and consider approval of a Lease Agreement between Johnson County and the City of Crowley for the lease of Voting Equipment (Auto Mark) for Early Voting and Election Day Voting for the General Election to be held on May 04, 2024, City of Crowley voters and authorizing the Mayor to execute said agreement.**

No discussion

#### **ADJOURNMENT**

As there was no further business to discuss, the work session was adjourned at 6:45 pm.



**MINUTES OF THE CITY COUNCIL REGULAR SESSION HELD FEBRUARY 1, 2024.** The City Council of the City of Crowley, Texas met in Regular Session on Thursday, February 1, 2024, at 7:00 pm in the City Council Chambers, 201 East Main Street, Crowley City Hall, Crowley, Texas.

Present were Mayor Billy P. Davis  
Council Member Johnny Shotwell, City Council Place 1  
Council Member Jerry Beck, City Council Place 2  
Council Member Jesse Johnson, City Council Place 3  
Mayor Pro-Tem Jim Hirth, City Council Place 4  
Council Member Matt Foster, Place 5

City staff included: City Manager Robert Loftin  
Deputy City Mgr/Finance Director, Lori Watson  
Asst City Mgr/EDC Director, Jack Thompson  
Asst City Mgr/Comm Services Director/ Cristina Winner  
City Attorney, Rob Allibon  
City Secretary, Carol Konhauser  
Deputy Fire Chief, Claude Scally  
Police Chief, Kit Long  
Public Works Director, Mike Rocamontes  
Director of Projects & Utilities, Matt Elgin  
Planning and Comm Dev Director, Rachel Roberts

Absent: Council Member Scott Gilbreath, City Council Place 6

#### **CALL TO ORDER/ ROLL CALL**

Mayor Billy Davis called the Regular Session to order at 7:00 p.m. City Secretary Carol Konhauser called roll and noted a quorum was present.

#### **INVOCATION/PLEDGE OF ALLEGIANCE**

Invocation was given by Jay Hinton followed by the Pledge of Allegiance to the American and Texas Flags.

#### **PRESENTATIONS/PROCLAMATIONS**

1. **None**

#### **CONSENT AGENDA**

*All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

1. **Discuss and consider approving the minutes from the regular meeting held January 18, 2024.**

Council Member Jim Hirth made the motion to approve the Consent Agenda item(s), second by Council Member Jerry Beck; council voted unanimously to approve the motion as presented. Motion carried 6-0.

#### **PUBLIC HEARING**

1. **Hold a public hearing to discuss, and approving Ordinance No. 02-2024-517 amending Ordinance No. 06-2018-332 (the Karis planned development district regulations), repealing and replacing Exhibit ‘B’ and amending Exhibit “E” as requested by The Nehemiah Company. Case # ZCA-2023-005.**

Mayor Davis opened the public hearing at 7:03 pm for anyone to speak either in favor of or in opposition. When nobody came forward, he closed the public hearing at 7:04 pm.

Planning and Comm Dev Director Rachel Roberts explained that Developers were finding the current PD regulations difficult to understand or unclear. Because of this, they have updated some requirements such as Village Architect approval process, minimum setbacks, landscaping regulations and roofing design.

Council Member Jesse Johnson made the motion to approve Ordinance 02-2024-517, second by Council Member Jim Hirth, council voted unanimously to approve the motion as presented. Motion carried 6-0.

## **CITY BUSINESS**

- 1. Submit and consider action to accept the Crowley Police Department's 2023 Racial Profiling Report and Motor Vehicle Contact Search Analysis..**

Council Member Jim Hirth made the motion to approve and accept the Crowley Police Department's 2023 Racial Profiling Report and Motor Vehicle Contact and Search Analysis, second by Council Member Matt Foster, council voted unanimously to approve the motion as presented. Motion carried 6-0

- 2. Discuss and consider adoption of Joint Resolution R02-2024-409 a Joint Resolution between the City of Crowley and the Crowley Independent School District Board of Trustees, to enter into an agreement to hold a joint election in precincts that can be served by common polling places and authorizing the Mayor to execute said agreement.**

Council Member Jerry Beck made the motion to approve Resolution R02-2024-409, second by Council Member Jim Hirth, council voted unanimously to approve the motion as presented. Motion carried 6-0.

- 3. Discuss and consider adoption of Ordinance 02-2024-516 an ordinance of the City Council of the City of Crowley, Texas, Ordering a General Election to be held on May 04, 2024; appointing an election judge and alternate judge, designating location of polling place; providing for dates; prescribing the hours; providing for an early voting ballot board; providing for the posting and publication of notice; and providing an effective date and authorize the Mayor to execute the Notice of Election.**

Council Member Jim Hirth made the motion to approve Ordinance 02-2024-516, second by Council Member Jerry Beck, council voted unanimously to approve the motion as presented. Motion carried 6-0.

- 4. Discuss and consider approval of a Lease Agreement between Johnson County and the City of Crowley for the lease of Voting Equipment (Auto Mark) for Early Voting and Election Day Voting for the General Election to be held on May 04, 2024, City of Crowley voters and authorizing the Mayor to execute said agreement.**

Council Member Jim Hirth made the motion to approve the lease Agreement between Johnson County and the City of Crowley, second by Council Member Matt Foster, council voted unanimously to approve the motion as presented. Motion carried 6-0.

## **ADVISORY BOARDS AND COMMISSIONS**

*Reports/appointments or reappointments.*

1. Reports:

None

2. Appointments/Reappointments:

### **Planning and Zoning Commission**

Kaleb Wade

Place 3

Remainder of the term ending June 30, 2025

Council Member Matt Foster made the motion to appoint Kaleb Wade to the Planning and Zoning Commission Place 3 for the remainder of the term ending June 30, 2025; second by Council Member Jim Hirth, council voted unanimously the appointment as presented. Motion carried 6-0.



## **PUBLIC COMMENT**

Mayor Davis asked if there were any citizens or visitors wishing to speak.

Terri Horn, Crowley Chamber of Commerce, announced the Ryan Family YMCA would be holding an event on Feb 15, 2024 from 5:30-8:00 p.m.

## **ITEMS OF COMMUNITY INTEREST**

Mayor Davis then asked if there were any community interest items.

## **EXECUTIVE SESSION**

Mayor Billy Davis announced that City Council would convene into Executive Session at 7:13 p.m. to discuss an economic development incentive agreement for 326 E Main St Properties, pursuant to Section 551.087 of the Texas Government Code.

## **RECONVENE AND TAKE ACTION FROM EXECUTIVE SESSION**

At 7:22 p.m. Mayor Billy Davis announced that City Council would reconvene into open session.

Council Member Jesse Johnson made the motion to authorize the City Manager to negotiate and authorize an incentive agreement with 326 E Main Properties; second by Council Member Matt Foster, council voted unanimously to approve the motion as presented. Motion carried 6-0.

As there was no further business, Mayor Billy Davis adjourned the meeting at 7:23 p.m.

ATTEST:

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Billy Davis, Mayor

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Carol C. Konhauser, City Secretary



## City of Crowley, Texas Mayor and Council Agenda Report

<b>PRESENTER:</b> Robert Loftin City Manager		<b>MEETING DATE:</b> February 15, 2024					
<b>DEPARTMENT:</b> Administration		<b>AGENDA ITEM:</b> VII-1					
<b>SUBJECT:</b>		Council to Ratify the City Manager's appointment of Cristina Winner as Assistant City Manager/Community Services Director pursuant to the Home Rule Charter, Article V. Municipal Administration, Section 5.05 City Departments.					
<b>COORDINATION:</b>	Finance		City Sec		Comm Dev		PW
	Dept Directo		HR		Comm Services		Other:
	City Attorney		PD		FD		Other:

### **BACKGROUND:**

It is the recommendation of the City Manager that Council appoint Cristina Winner as Assistant City Manager/Community Services Director pursuant to the Home Rule Charter under Article V, Section 5.05, the City Manager shall appoint department heads with the approval of City Council.

### **RECOMMENDATION:**

If there are no objections to the appointment, staff recommends Council Ratify these appointments.

### **FINANCIAL INFORMATION:**

None.

### **ATTACHMENTS:**

None



## City of Crowley, Texas Mayor and Council Agenda Report

<b>PRESENTER:</b> Matt Elgin Dir of Projects		<b>MEETING DATE:</b> February 15, 2024					
<b>DEPARTMENT:</b> Public Works		<b>AGENDA ITEM:</b> VII-2					
<b>SUBJECT:</b>		Discuss and consider adoption of Resolution R02-2024-410, a resolution of the City of Crowley setting the date, time, and place of a public hearing to receive citizen comments on the amendment of the Water and Wastewater Impact fees.					
<b>COORDINATION:</b>	Finance		City Sec		Comm Dev		PW
	Dept Directo		HR		Comm Services		Other:
	City Attorney		PD		FD		Other:

### **BACKGROUND:**

The City of Crowley passed Ordinance 09-2018-342 adopting the Capital Improvement Plan (CIP) for the city on September 6, 2018. In accordance with Local Government Code 395, the political subdivision shall adopt an ordinance, order, or resolution setting a public hearing to review, discuss and consider amendment of the land use assumptions, the capital improvement plans, and the imposition of water and sewer impact fee. The political subdivision shall publish notice of the hearing before the 30<sup>th</sup> day before the date set for the hearing. Staff requests to set the Public Hearing date for the regular scheduled meeting on March 21, 2024.

The public hearing notice will be published on February 17, 2024.

The Capital Improvement Advisory Committee (CAIC) was established by Resolution 07-2005-27 and codified by Ordinance 04-2017-298. The seven Planning and Zoning Commission members serve as the CIAC until their term expires. Teague Nall & Perkins will review the plan and the impact fees amendments with the Capital Improvement Advisory Committee. Their written comments will be submitted by March 13, 2024, for the March 21, 2024 public hearing.

### **RECOMMENDATION:**

If there are no objections to the appointment, staff recommends Council Ratify these appointments.

### **FINANCIAL INFORMATION:**

CAIC will meet on Feb 12, 2024; their recommendations will be presented during the work session on Feb 15, 2024

### **ATTACHMENTS:**

1. Resolution 02-2024-410



**RESOLUTION NO. R02-2024-410**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CROWLEY,  
TARRANT COUNTY, TEXAS, SETTING THE DATE, TIME AND PLACE  
TO HOLD A PUBLIC HEARING TO CONSIDER THE UPDATED  
CAPITAL IMPROVEMENTS PLAN.**

**WHEREAS**, in accordance with Chapter 395 of the Local Government Code, the political subdivision imposing an impact fee shall update the capital improvements plan at least every five years. The political subdivision shall review and evaluate its current land use assumptions and shall cause an update of the capital improvements plan to be prepared;

**WHEREAS**, the governing body of the political subdivision shall within 60 days after the date it receives the update of the capital improvements plan, adopt an order setting a public hearing to discuss and review the update and shall determine whether to amend the plan;

**WHEREAS**, a public hearing must be held by the governing body of the political subdivision to discuss the proposed ordinance, order, or resolution amending land use assumptions, capital improvements plan, or the impact fee.;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CROWLEY, TEXAS, THAT:**

The City Council of the City of Crowley, Texas, hereby establishes the date of Thursday, March 21, 2024 at 7:00 pm to hold said public hearing to be located in the Council Chambers at 201 E Main Street, Crowley TX 76036.

**PRESENTED AND APPROVED** on this the 15th day of February, 2024 at a regular meeting of the City Council of the City of Crowley, Texas.

CITY OF CROWLEY, TEXAS

\_\_\_\_\_  
Billy P. Davis, Mayor

ATTEST:

\_\_\_\_\_  
Carol Konhauser  
City Secretary



## City of Crowley, Texas Mayor and Council Agenda Report

<b>PRESENTER:</b> Matt Elgin				<b>MEETING DATE:</b> February 15, 2024			
<b>DEPARTMENT:</b> Public Works/Utilities				<b>AGENDA ITEM:</b> VII-3			
<b>SUBJECT:</b>				Consider approving Resolution R02-2024-411, a resolution authorizing the City Manager or his designee to execute a release of easement for a 20 foot wide drainage easement on a tract of land situated within the R.W. Waggoner Survey, Abstract 1618, City of Crowley, Tarrant County, Texas located and recorded in instrument number D210129804, Deed Records, Tarrant County.			
<b>COORDINATION:</b>	Finance		City Sec		Comm Dev		PW <b>ME</b>
	Dept Director	<b>ME</b>	HR	<b>N/A</b>	Comm Services		EDC:
	City Attorney		PD		FD	<b>N/A</b>	Admin:

### **BACKGROUND:**

The Texas Health Hughley Inc (Owner) would like to construct an addition to their existing medical building located at the 200 Rock Hill Drive. The existing building sits on Lot 8R of Block 12. That parcel of land (lot 8R block 12) previously contained a public storm water facility that was within an existing drainage easement. The location of the existing storm water line was restricting their ability to expand their building to the north, as placing permanent structures within an existing easement is restricted. The previous storm water facility has been relocated. This action has now made the drainage easement unnecessary and can be released. The Owner has requested the City consider abandonment of the existing drainage easement to expand their structure.

### **RECOMMENDATION:**

City Staff recommends approving the release of the drainage easement, located in Cabinet A, Slide 11366 on instrument number D210129804, Deed Records, Tarrant County. The staff recommends a motion approving the resolution allowing the City Manager or his designee the authority to execute the release of the unnecessary drainage easement.

### **FINANCIAL INFORMATION:**

No financial impacts with this release of easement

### **ATTACHMENTS:**

Resolution Document

Easement Release Agreement

Exhibit "A" (Surveyor description of Drainage Easement)

**RESOLUTION NO. R02-2024-411**

**A RESOLUTION OF THE CITY OF CROWLEY, TEXAS, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE A RELEASE OF A DRAINAGE EASEMENT ON LOT 8R, BLOCK 12 OF THE MESA VISTA MEDICAL CENTER ADDITION PROPERTY; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Crowley, Texas (“City”) is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, the City Council of the City finds that the 20-foot-wide Drainage Easement dedicated to the City by separate instrument, recorded in Cabinet A, Slide 11366 P.R.T.C.T. of the public records of Tarrant County, Texas (the “Drainage Easement”), is no longer necessary for use because the stormwater facilities located within said Drainage Easement have been relocated within other City right-of-way by the property owner; and

**WHEREAS**, the City Council finds that the Drainage Easement is not being used by, nor useful or convenient to the public in general, and the public would be better served and benefitted by the vacation and abandonment of such Drainage Easement; and

**WHEREAS**, in order to remove any question as to the continued interest or ownership by the public in the Drainage Easement being vacated, the City Council hereby authorizes a written release of the City’s interest in such Drainage Easement to the owners of the abutting property, with such release to be filed in the county deed records.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CROWLEY, TEXAS:**

**SECTION 1.**

That the City Manager or his designee is authorized to execute the written release of the City of Crowley’s interest in the Drainage Easement recorded in Cabinet A, Slide 11366 P.R.T.C.T. of the Public Records of Tarrant County, Texas, such Release of Easement attached hereto as Exhibit “A”; and the City Secretary is directed to record such release with the County Clerk of Tarrant County, Texas.

**SECTION 2.**

This resolution shall be effective from and after its passage and adoption by the City Council.

**ADOPTED** this 15<sup>th</sup> day of February, 2024.

\_\_\_\_\_  
Billy P. Davis, Mayor

ATTEST:

\_\_\_\_\_  
Carol C. Konhauser, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
Rob Allibon, City Attorney



**EXHIBIT “A”**

**RELEASE OF DRAINAGE EASEMENT**

## RELEASE OF DRAINAGE EASEMENT

STATE OF TEXAS       §  
                                  §  
COUNTY OF TARRANT §

**KNOW ALL PERSONS BY THESE PRESENTS:**

This **RELEASE OF DRAINAGE EASEMENT** (“Release”) is entered into as of the 15<sup>th</sup> day of February, 2024, by the **CITY OF CROWLEY, TEXAS** (herein referred to as the “City”), a home-rule Municipality of the State of Texas.

**WHEREAS**, the owner of the subject property dedicated a 20 foot wide drainage easement to the City on the property generally described as Drainage Easement, recorded in Cabinet A, Slide 11366 P.R.T.C.T. of the public records of Tarrant County, Texas (the “Drainage Easement”), attached hereto as Exhibit “A”; and

**WHEREAS**, the current owners of the subject property have relocated the stormwater facilities located within said Drainage Easement to other City right-of-way; and

**WHEREAS**, in exchange for the relocation of the utility facilities, the City has no further need for the Utility Easement, and the City desires to vacate and release the Utility Easement to the abutting property owners, as set forth herein.

**NOW, THEREFORE**, for One and No/100 Dollars (\$1.00) and other good and valuable consideration, including the relocation of the utility facilities, the receipt and sufficiency of which are hereby acknowledged, the City hereby vacates, abandons and releases to the underlying fee title owner of the subject property all of the City’s right, title and interest in and to the Drainage Easement identified in the attached Exhibit “A”, and the Drainage Easement is hereby terminated. This release shall not affect or release any other easement that may exist on the above property.

IN WITNESS WHEREOF, the City has executed this release as of the date set forth above.

[signature on following page]

CITY OF CROWLEY, TEXAS  
a Municipality of the State of Texas

By: \_\_\_\_\_  
Robert Loftin or designee  
Its: City Manager or designee

STATE OF TEXAS

COUNTY OF TARRANT

The forgoing instrument was acknowledged before me this 15<sup>th</sup> day of February 2024, by Robert Loftin, as City Manager for the City of Crowley, Texas, or designee on behalf of said Municipality of the State of Texas.

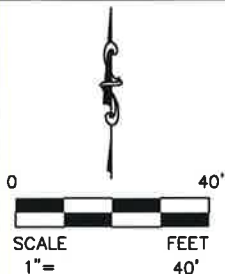
\_\_\_\_\_  
Notary Public, State of Texas



**EXHIBIT “A”**

**DRAINAGE EASEMENT BEING RELEASED**

**EXHIBIT "A"**  
**DRAINAGE EASEMENT**  
**A PART OF LOT 8R, BLOCK 12**  
**MESA VISTA MEDICAL CENTER**



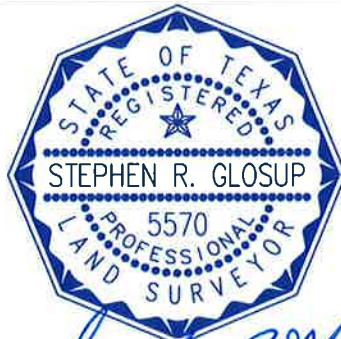
LOT 6-R2, BLOCK 12  
 MESA VISTA MEDICAL CENTER  
 C.C.D. NO. D221034568  
 P.R.T.C.T.

FLEMING SIGNATURE HOMES C.C.D. NO.  
 D219070264  
 D.R.T.C.T.

10' UTILITY EASEMENT  
 CABINET A, SLIDE 11366,  
 P.R.T.C.T.

LOT 7R, BLOCK 12  
 MESA VISTA MEDICAL CENTER  
 NO. D210129804  
 P.R.T.C.T.

TEXAS HEALTH HUGULEY, INC.  
 C.C.D. NO. D212116439  
 D.R.T.C.T.



*Stephen R. Glosup*  
 2/9/24

LOT 2  
 BLOCK 12  
 MESA VISTA MEDICAL  
 CENTER  
 CABINET A, SLIDE 11366  
 P.R.T.C.T.

**R.W. WAGGONER SURVEY**  
**ABSTRACT NO. 1618**

**ROCK HILL DRIVE**  
**(56' WIDTH RIGHT-OF-WAY)**

POINT OF  
 COMMENCING

S00°43'08"E  
 15.82'

POINT OF  
 BEGINNING

N00°43'08"W  
 22.67'

S06°42'36"E  
 21.58'

N61°11'52"E 163.41'  
 3,293 SQUARE FEET / 0.075 ACRE  
 20' DRAINAGE EASEMENT  
 CABINET A, SLIDE 11366, P.R.T.C.T.  
 S61°11'52"W 165.96'

LOT 8R, BLOCK 12  
 MESA VISTA MEDICAL CENTER  
 NO. D210129804  
 P.R.T.C.T.

TEXAS HEALTH HUGULEY, INC.  
 C.C.D. NO. D212116439  
 D.R.T.C.T.

C.C.D. NO. = COUNTY CLERK'S DOCUMENT NUMBER  
 D.R.T.C.T. = DEED RECORDS, TARRANT COUNTY, TEXAS  
 P.R.T.C.T. = PLAT RECORDS, TARRANT COUNTY, TEXAS

DATE: FEBRUARY 09, 2024



550 Bailey Avenue • Suite 400 • Fort Worth, Texas 76107  
 Tel: 817.335.1121  
 TEXAS REGISTERED SURVEYING FIRM NO. 10098100

The basis of bearings for this Easement is the Texas Coordinate System of 1983, North Central Zone, 4202, based upon GPS measurements, according to the GPS Reference Network

A metes and bounds description of even date accompanies this drawing.

PAGE 1 OF 2  
 DUNAWAY JOB NO. B008454.003

**EXHIBIT "A"**  
**ABANDONMENT OF 20' DRAINAGE EASEMENT**  
**A PART OF LOT 8R, BLOCK 12**  
**MESA VISTA MEDICAL CENTER**

**PROPERTY DESCRIPTION**

BEING a tract of land situated in the R. W. Waggoner Survey, Abstract No. 1618, City of Crowley, Tarrant County, Texas, being a part of Lot 8R, Block 12, Mesa Vista Medical Center, an Addition to the City of Crowley, according to the plat recorded in County Clerk's Document Number D210129804, Plat Records, Tarrant County, Texas, and being a part of that certain tract of land as described as Tract 6 by deed to Texas Health Huguley, Inc., recorded in County Clerk's Document Number D212116439, Deed Records, Tarrant County, Texas, said tract of land being more particularly described by metes and bounds as follows:

COMMENCING at the northwest corner of said Lot 8R, and the southwest corner of Lot 7R, Block 12 of said Mesa Vista Medical Center, and in the east right-of-way line of Rock Hill Drive (a 56' width public right-of-way);

South 00°43'08" East, with east right-of-way line of said Rock Hill Drive, with the west line of said Lot 8R, a distance of 15.82 feet to a point for the northwest corner of that certain 20' Drainage Easement, as shown on plat for Mesa Vista Medical Center, recorded in Cabinet A, Slide 11366, Plat Records, Tarrant County, Texas and being the POINT OF BEGINNING of herein described tract of land;

THENCE North 61°11'52" East, departing the east right-of-way line of said Rock Hill Drive, crossing into said Lot 8R, a distance of 163.41 feet to a point in west line of that certain 40' Drainage Easement as shown on plat for Mesa Vista Medical Center, recorded in Cabinet A, Slide 11366, Plat Records, Tarrant County, Texas;

THENCE South 06°42'36" East, with the west line of said 40' Drainage Easement, a distance of 21.58 feet to a point;

THENCE South 61°11'52" West, departing the west line of said 40' Drainage Easement, crossing into said Lot 8R, a distance of 165.96 feet to a point in east right-of-way line of said Rock Hill Drive and in the west line of said Lot 8R;

THENCE North 00°43'08" West, with the east right-of-way line of said Rock Hill Drive and with the west line of said Lot 8R, a distance of 22.67 feet to the POINT OF BEGINNING and containing a calculated area of 3,293 square feet or 0.075 acre of land.

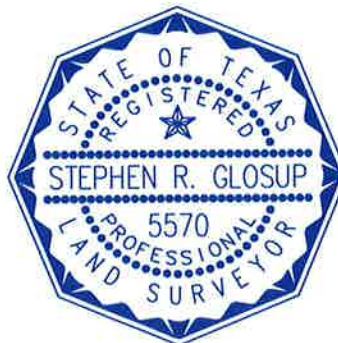
NOTES: The basis of bearings for this Easement is the Texas Coordinate System of 1983, North Central Zone, 4202, based upon GPS measurements, according to the GPS Reference Network.

A drawing of even date accompanies this metes and bounds description.

DUNAWAY JOB NO. B008454.003

PAGE 2 OF 2

  
Stephen R. Glosup  
Registered Professional Land Surveyor  
Texas Registration No. 5570  
srg@dunaway.com  
February 09, 2024



550 Bailey Avenue • Suite 400 • Fort Worth, Texas 76107  
Tel: 817.335.1121  
TEXAS REGISTERED SURVEYING FIRM NO. 10098100

**EXHIBIT "A"**  
**ABANDONMENT**  
**OF**  
**20' DRAINAGE EASEMENT**  
**A PART OF LOT 8R, BLOCK 12**  
**MESA VISTA MEDICAL CENTER**

City of Crowley, Tarrant County, Texas.





## City of Crowley, Texas Mayor and Council Agenda Report

<b>PRESENTER:</b> Jack Thompson ACM/EDC Director		<b>MEETING DATE:</b> February 15, 2024					
<b>DEPARTMENT:</b> Administration		<b>AGENDA ITEM:</b> VII-4					
<b>SUBJECT:</b>		Discuss and consider approval of a Chapter 380 Agreement between the City of Crowley and Legacy Land Ventures, LLC.					
<b>COORDINATION:</b>	Finance		City Sec		Comm Dev		PW
	Dept Director		HR		Comm Services		EDC:
	City Attorney		PD		FD		Admin:

### **BACKGROUND:**

Legacy Land Ventures, LLC has proposed the construction of an eight-to-16-unit, four-story multi-family building on a .68-acre lot owned by the City of Crowley at 301 S. Magnolia St. Situated at the junction of S. Magnolia and Peach St., just south of Film Pak, this parcel has previously garnered little interest. However, introducing a new urban-style multi-family project would notably enhance the land's value, which is currently appraised by the Tarrant County Appraisal District (TAD) at \$49,691. The influx of residents resulting from this development is anticipated to help attract additional restaurants and retail establishments to the downtown area. To maintain ownership of the land, the developer must commence construction by December 31, 2026, failing which, ownership will revert to the City.

### **RECOMMENDATION:**

Staff seeks direction from the City Council.

### **FINANCIAL INFORMATION:**

The financial impact would be any revenue generated by the sale of the property. However, the development of this property by a private developer would generate a property tax

### **ATTACHMENTS:**

1. 380 Agreement