



Economic Development
Corporation (EDC) Board of
Directors

Regular Session

April 18, 2024
6:15 P.M.

CITY OF CROWLEY
Economic Development Corporation
Board of Directors
April 18, 2024

Economic Development Corporation Board

Member Jesse Johnson (Pres)	_____	_____
Member Jerry Beck (VP)	_____	_____
Member Billy Davis	_____	_____
Member Johnny Shotwell	_____	_____
Member Tina Pace	_____	_____
Member Carl Weber III	_____	_____
Member Mike Winterbank	_____	_____

EDC Officers

Executive Director Lori Watson	_____	_____
Treasurer Heather Gwin	_____	_____
Secretary Carol Konhauser	_____	_____



**AGENDA
CROWLEY ECONOMIC
DEVELOPMENT CORPORATION
APRIL 18, 2024
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 18, 2024 - 6:15 P.M.

I. CALL TO ORDER OF THE EDC / ROLL CALL

II. NON-ACTION ITEMS/PRESENTATIONS

1. Present and discuss the 2024 Special Events Calendar

III. EDC BUSINESS

1. Discuss and consider approving the minutes from the EDC meeting held on April 4, 2024.
2. Discuss and consider approval of the 2023-24 EDC budget amendment #2 for the public restrooms, plaza trellis, and events for Crowley Crossing.

IV. 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)**

V. RECONVENE AND TAKE ACTION FROM EXECUTIVE SESSION

VI. ADJOURNMENT

I, the undersigned authority, do hereby certify that this Agenda of the Economic Development Corporation to be held on April 18, 2024, 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****



Economic Development Corporation Board of Directors Agenda Report

PRESENTER: Julie Hepler					MEETING DATE: April 18, 2024			
DEPARTMENT: Main Street					AGENDA ITEM: II-1			
SUBJECT: Present and discuss the 2024 Special Events Calendar								
COORDINATION:	Finance		City Sec		Comm Dev		PW	
	Dept Director		HR		ACM	CW	Other:	
	City Attorney		PD		FD		Other:	

BACKGROUND:

The Crowley Crossing has opened, offering new opportunities for events in the downtown area. City staff has been working to relocate some of the existing special events to the new venue, adapt others, and develop new ideas for events and experiences in downtown Crowley. Special event staff will present an outline of the 2024 special events calendar and discuss the objectives for the upcoming year.

It is important to acknowledge the potential emergence of additional events throughout the year, as collaborations with local organizations and businesses arise. The Main Street Coordinator will promptly inform the Economic Development Corporation (EDC) board of any revisions to the schedule or the inclusion of new events with minimal to no cost implications.

Events hosted in Crowley Crossing serve a multifaceted role, enriching the community's quality of life by fostering engagement and stimulating economic activity for neighboring businesses and retailers.

RECOMMENDATION:

Staff respectfully request approval of the 2024 Crowley Crossing Schedule of Events

FISCAL INFORMATION:

The total cost estimate for these events is \$17,000. This amount has been included in the budget amendment proposed.

ATTACHMENTS:

- 2024 Event Calendar
- Cost Breakdown



2024 EVENT CALENDAR

March

22nd	Adult Egg Hunt	Crossing Plaza
23rd	Easter Egg Hunt	Bicentennial Park

April

8th	Solar Eclipse	Crossing Plaza
12th	Night Under the Stars	Crossing Plaza
20th	Clean Up Crowley	Bicentennial Park

May

4th	Star Wars Movie Night	Crossing Plaza
Market on Main Sundays 5th, 12th, 19th, 26th		Crossing Plaza

June

1st	Doggie Splash Day	Crossing Plaza
8th	Music on Main St	Crossing Plaza
22nd	Music on Main St	Crossing Plaza
Market on Main Sundays 2nd, 9th, 16th, 23rd, 30th		Crossing Plaza

July

6th	Celebration of Freedom	Bicentennial Park
Market on Main Sundays 14th, 21st, 28th		Crossing Plaza

August

8th	Carter Blood Drive Bus	Crossing Plaza
Market on Main Sundays 4th, 11th, 18th, 25th		Crossing Plaza

September

21st	Grand Opening	Crossing Plaza
27th	Paws & Popcorn	Crossing Plaza
Market on Main Sundays 1st, 8th, 15th, 29th		

October

1st	National Night Out	Crossing Plaza
19th	Fall Event	Crossing Plaza
Market on Main Sundays 6th, 13th, 20th, 27th		Crossing Plaza

November

9th	Veterans Tribute	Crossing Plaza
Market on Main Sundays Fall Market date TBD		Veterans Plaza

December

7th	Christmas in Crowley	Crossing Plaza
Market on Main Holiday Market date TBD		Crossing Plaza



Economic Development Corporation Board of Directors Agenda Report

PRESENTER: Carol C. Konhauser City Secretary				MEETING DATE: April 18, 2024				
DEPARTMENT: Administration				AGENDA ITEM: III-1				
SUBJECT: Discuss and consider approving the minutes from the EDC meetings held on April 4, 2024.								
COORDINATION:	Finance		City Sec	cck	Comm Dev		PW	
	Dept Director		HR		Comm Services		EDC:	
	City Attorney		PD		FD		Admin:	

BACKGROUND:

Consider approval of minutes as presented.

RECOMMENDATION:

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

FINANCIAL INFORMATION:

None

ATTACHMENTS:

1. Minutes

**MINUTES OF THE ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS
HELD Thursday, April 4, 2024.**

The Economic Development Corporation Board of Directors met on Thursday, April 4, 2024, at 6:15p.m. in the City Council Chambers, 201 East Main Street, Crowley City Hall, Crowley, Texas.

CALL TO ORDER/ ROLL CALL

President Jesse Johnson called the Session to order for the Economic Development Corporation at 6:00p.m. City Secretary Carol Konhauser called roll and noted a quorum was present.

Present were President Jesse Johnson
 Member Jerry Beck
 Member Billy P. Davis
 Member Mike Winterbank
 Member Johnny Shotwell
 Member Carl Weber III
 Member Tina Pace (Arrv @ 6:20p.m.)

Absent: None

EDC BUSINESS

1. Discuss and consider approving the minutes from the EDC meeting held on March 21, 2024.

Member Billy Davis made the motion to approve the minutes as presented, second by Member Carl Weber III, the EDC Board of Directors voted unanimously to approve the motion as presented. Motion carried 7-0

2. Discuss and consider a Joint Resolution between the City of Crowley, Texas, and the Crowley Economic Development Corporation specifying the entity authorized to enter into operational contracts and/or regulate the Crowley Crossing Plaza; and establishing an effective date.

Member Billy Davis made the motion to approve the Joint Resolution with the City of Crowley; second by Member Jerry Beck, the EDC Board of Directors voted unanimously to approve the motion as presented. Motion carried 7-0.

3. Discuss and consider authorizing the Executive Director or designee to execute a construction contract with Patcon Services, LLC. for the construction of a parking lot at 104 S. Texas Street.

Member Billy Davis made the motion to authorize the Executive Director or designee to execute a construction contract with Patcon Services for the construction of a parking lot at 104 S Texas St; second by Member Carl Weber III, the EDC Board of Directors voted unanimously to approve the motion as presented. Motion carried 7-0

4. Discuss and consider approving a mural for Moontower Bar & Grill to be painted on the exterior of 125 S Texas St.

Member Tina Pace made the motion to approve the mural design for property located at 125 S Texas St; second by Member Jerry Beck, the EDC Board of Directors voted unanimously to approve the motion as presented. Motion carried 7-0

As there was no further business, President Jesse Johnson adjourned the meeting at 6:28 p.m.

ATTEST:

Jesse Johnson
President EDC Board of Directors

Carol C. Konhauser
EDC Secretary



Economic Development Corporation Board of Directors Agenda Report

PRESENTER: Lori Watson					MEETING DATE: April 18, 2024			
DEPARTMENT: Administration					AGENDA ITEM: III-2			
SUBJECT: Discuss and consider approval of the 2023-24 EDC budget amendment #2 for the public restrooms, plaza trellis, and events for Crowley Crossing.								
COORDINATION:	Finance		City Sec		Comm Dev		PW	
	Dept Director		HR		Comm Services		Other:	
	City Attorney		PD		FD		Other:	

BACKGROUND:

The EDC and Council have entered into an interlocal agreement to reimburse the city for the cost of the public restrooms and plaza trellis. Initially, the cost was estimated at \$708,220 before the bidding process. The actual cost of the project will be \$797,260. Staff is requesting that a total cost of \$800,000 be approved. The contract was previously approved.

RECOMMENDATION:

Staff respectfully request approval of Budget Amendment #2.

FISCAL INFORMATION:

The total cost estimate for the restroom and trellis is \$797,260. An amendment for \$800,000, which includes the restroom and trellis project and events, is being requested from reserves. Currently, there is \$3,426,429 in the reserve fund. This will leave a balance of \$2,626,429 in fund balance.

There are several events planned for the Crowley Crossing from May to September. These include Star Wars day, Market on Main, Doggie Splash Day, Music on Main and Paws & Popcorn. The total amount for these events is \$19,100. This will leave a revenue over expenditure balance of \$32,778 in the operating budget.

ATTACHMENTS:

- 2023-24 EDC Budget Amendment #2
- 2023-24 EDC Amended Budget

Economic Development Corporation 2023-24 Budget			
Amended 04/18/2024			
Revenues:			
Sales Tax Revenue		1,500,000	
Interest Income		<u>8,000</u>	
	Total Revenue		1,508,000
Expenses:			
Salary Expense	232,993		
Fica	14,446		
Med	3,378		
TMRS	28,495		
Health insurance	20,565		
Office Supplies	2,500		
Training	18,000		
Ground Lease (parking lot)	15,000		
Professional Fees	17,000		
Attorney Fees	10,000		
Mobile Telephone Services	3,200		
Advertising	6,000		
Service Contracts	63,000		
Subscriptions & Publications	6,300		
Dues & Memberships	4,440		
Printing & Reproduction	3,000		
Plaza Events	<u>19,100</u>		
Other Materials & Supplies	<u>3,400</u>		
	Total		470,817
Bond Payments			
Revenue Bond 2016 Principal	145,000		
Revenue Bond 2016 Interest	63,250		
2018 CO Bond Principal	165,000		
2018 CO Bond Interest	130,375		
2020 CO Bond Principal	115,000		
2020 CO Bond Interest	<u>98,950</u>		
	Total		717,575
One Time Purchases:			
Laptop for Downtown Coordinator	3,000		
Office Furniture and Equipment	2,000		
Additional Christmas Decorations	150,000		
Plaza Opening-Entertainment etc	100,000		
Parking Lot lights	<u>31,830</u>		
	Total		286,830
	Total Expenses		<u>1,475,222</u>
Revenues over (under) expenses			32,778

Economic Development Corporation
FY 2023-24 Budget

Budget Amendment #2

Fund Balance - Reserves	\$	800,000
Restroom & Trellis		<u>800,000</u>
Difference	\$	-
Revenue over expenditures		51,878
Plaza Events	\$	<u>19,100</u>
Remaining Revenue over Expenditures:		32,778