



Regular Session
Council Agenda Packet
January 5, 2023

CITY OF CROWLEY
CITY COUNCIL
Council Regular Session
January 5, 2023
ATTENDANCE SHEET

	<u>Work Session</u>	<u>Regular</u>
Mayor Pro Tem Johnny Shotwell, Place 1	_____	_____
Council Member Jerry Beck, Place 2	_____	_____
Council Member Jesse Johnson, Place 3	_____	_____
Council Member Jim Hirth, Place 4	_____	_____
Council Member Jimmy McDonald, Place 5	_____	_____
Council Member Scott Gilbreath, Place 6	_____	_____
Mayor Billy Davis	_____	_____
Staff:		
Robert Loftin, City Manager	_____	_____
Lori Watson, Finance Director/Deputy City Mgr	_____	_____
Jack Thompson, EDC Director/Asst City Mgr	_____	_____
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	_____	_____
Cristina Winner, Community Services Director	_____	_____
Lisa Hansen, HR Administrator	_____	_____
Julie Hepler, Special Event Coordinator .	_____	_____
Jay Hinton, Media Relations	_____	_____



**AGENDA
CROWLEY CITY COUNCIL
JANUARY 5, 2023
REGULAR SESSION - 7:00 p.m.**

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

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).

REGULAR SESSION - January 5, 2023 - 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. None.

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 December 15, 2022.

VI. PUBLIC HEARINGS

1. None

VII. CITY BUSINESS

1. Discuss and consider Budget Amendment #2 for FY 2022-2023 Crime Control and Prevention District, and consider and approve the structural analysis of the Radio Tower and FCC License.

VIII. ADVISORY BOARDS AND COMMISSIONS

1. Reports

None

2. Appointments/Reappointments

a. Library Board - Council Liaison Jim Hirth

Michalene Rayburne

Place 4

New Term ending June 30, 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

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

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, January 5, 2023, 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.



Crowley City Council

AGENDA REPORT

Meeting Date: January 5, 2023

Agenda Item: V-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 regular meeting held December 15, 2022.

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 CITY COUNCIL WORK SESSION HELD DECEMBER 15, 2022. The City Council of the City of Crowley, Texas met in Work Session on Thursday, December 15, 2022, at 6:30 pm in the City Council Chambers, 201 East Main Street, Crowley City Hall, Crowley, Texas.

Present were Mayor Billy P. Davis
Mayor Pro-Tem Johnny Shotwell, City Council Place 1
Council Member Jerry Beck, City Council Place 2
Council Member Jesse Johnson, City Council Place 3
Council Member Jim Hirth, City Council Place 4
Council Member Jimmy McDonald, City Council Place 5
Council Member Scott Gilbreath, City Council Place 6 (Arrived at 6:34)

City staff included: Deputy City Mngr/Finance Director, Lori Watson
Asst City Mngr/EDC Director, Jack Thompson
City Secretary, Carol Konhauser
Police Chief, Kit Long
Director of Projects & Utilities, Matt Elgin

Absent: None

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. **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 December 1, 2022.**
No discussion.

PUBLIC HEARING

1. **None.**
No discussion

CITY BUSINESS

1. **Discuss and consider Special Event Permit Application for a Disc Golf Event to be held March 25, 2023 thru March 27, 2023.**
City Secretary Carol Konhauser informed council the Disc Golf Tournament would not be till March and the requestor is aware he will need to submit proof of insurance prior to the event.
2. **Consider entering into a Construction and Maintenance agreement between the City of Crowley and Lennar Homes of Texas Land and Construction, LTD. relating to the temporary easements and drainage channels necessary to support the Rosemary Ridge Development project.**
No discussion
3. **Consider an ordinance accepting conveyance of three temporary drainage easements to support the construction of Rosemary Ridge subdivision in Fort Worth.**

ADJOURNMENT

As there was no further business to discuss, the work session was adjourned at 6:37 pm.

MINUTES OF THE CITY COUNCIL REGULAR SESSION HELD DECEMBER 15, 2022. The City Council of the City of Crowley, Texas met in Regular Session on Thursday, December 15, 2022, at 7:00 pm in the City Council Chambers, 201 East Main Street, Crowley City Hall, Crowley, Texas.

Present were Mayor Billy P. Davis
Mayor Pro-Tem Johnny Shotwell, City Council Place 1
Council Member Jerry Beck, City Council Place 2
Council Member Jesse Johnson, City Council Place 3
Council Member Jim Hirth, City Council Place 4
Council Member Jimmy McDonald, City Council Place 5
Council Member Scott Gilbreath, City Council Place 6

City staff included: Deputy City Mngr/Finance Director, Lori Watson
Asst City Mngr/EDC Director, Jack Thompson
City Secretary, Carol Konhauser
Police Chief, Kit Long
Director of Projects & Utilities, Matt Elgin

Absent: None

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.

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 December 1, 2022.**

Council Member Jimmy McDonald 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 7-0.

PUBLIC HEARING

1. None.

CITY BUSINESS

1. **Discuss and consider Special Event Permit Application for a Disc Golf Event to be held March 25, 2023 thru March 27, 2023.**

Council Member Jimmy McDonald made the motion to approve the Special Even Permit contingent on receiving proof of insurance; second by Council Member Jim Hirth council voted unanimously to approve the motion as presented. Motion carried 7-0.

2. **Consider entering into a Construction and Maintenance agreement between the City of Crowley and Lennar Homes of Texas Land and Construction, LTD. relating to the temporary easements and drainage channels necessary to support the Rosemary Ridge Development project.**

Council Member Jesse Johnson made the motion to approve the Construction and Maintenance agreement with Lennar Homes relating to the temporary easements and drainage channels; second by Council Member Jerry Beck council voted unanimously to approve the motion as presented. Motion carried 7-0.

3. Consider an ordinance accepting conveyance of three temporary drainage easements to support the construction of Rosemary Ridge subdivision in Fort Worth.

Council Member Jerry Beck made the motion to accept the conveyance of three temporary drainage easements to support the Rosemary Ridge Subdivision in Fort Worth; second by Council Member Jimmy McDonald council voted unanimously to approve the motion as presented. Motion carried 7-0.

ADVISORY BOARDS AND COMMISSIONS

Reports/appointments or reappointments.

1. Reports:
None

2. Appointments/Reappointments:
None.

PUBLIC COMMENT

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

ITEMS OF COMMUNITY INTEREST

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

As there was no further business, Mayor Billy Davis adjourned the meeting at 7:03 p.m.

ATTEST:

Billy Davis, Mayor

Carol C. Konhauser, City Secretary



Crowley City Council

AGENDA REPORT

Meeting Date: January 5, 2023

Agenda Item: VII-1

Staff Contact: Kit Long

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

Phone: 817/297-2276

SUBJECT: Discuss and consider Budget Amendment #2 for FY 2022-2023 Crime Control and Prevention District, and consider and approve the structural analysis of the Radio Tower and FCC License.

BACKGROUND/DISCUSSION

The current radio system and tower are at the end of life. The entire system needs to be updated to a new system that allows communication for the safety of all public safety employees. To begin the process, the tower structure has to be evaluated, and the FCC license must be acquired.

FINANCIAL IMPACT

The total cost for both is \$15,510.00. The tower evaluation is \$9,950.00, and the FCC License is \$5,560.00. Costs have been rounded.

RECOMMENDATION

Staff respectfully recommends approving Budget Amendment.

ATTACHMENTS

- CCPD Budget Amendment #2
- Crime Control & Prevention District 2022-23 Amended Budget

Crime Control & Prevention District Budget 2022-23 (amended 1/5/2023)		
Revenue:		
Sales Tax Revenue	\$	1,210,500
Interest Income		500
Total Income		\$ 1,211,000
Expenses:		
Bond Payments		
Principal	\$	255,000
Interest		11,662
		\$ 266,662
<u>Recurring Costs:</u>		
Full Time Salaries	\$	164,391
Overtime		8,000
Fica		11,990
Medicare		2,804
TMRS		21,447
Insurance		17,541
<i>Total Personnel Costs</i>		\$ 226,173
Service Contracts		
Motorola Solutions Software		23,450
License Plate Reader annual contract		-
Johnson County Broadband contract		45,000
Axon Five Year maintenance/license contract		44,367
VistaCom Voice Logger maintenance contract		4,578
Spectrum Internet		17,000
Mentalix (fingerprint machine)		5,050
Personnel Background Investigations Services		4,000
Motorola contract (renews 2023-24)		-
Acronis (every 2 years)		-
<i>Total Service Contracts</i>		143,445
Materials and Supplies		
CCPC Admin Materials		2,500
Recruiting/Selection Process Exams		5,650
ID cards		1,000
<i>Total Materials & Supplies</i>		9,150
Mobile Phones		1,200
Dues and Memberships		75
Training and Travel		5,300
Ammunition (for Training)		16,184
City Event OverTime (includes COF)		21,000
Office of Community Outreach Programs		15,596
<i>Total Other</i>		59,355
Subtotal Programs & Recurring Costs		\$ 438,122
<u>Equipment and One Time Costs:</u>		
Ballistic Shields (4)		16,155
Flock Safety LPR		19,250
Projector for EOC and TV for Briefing Room		3,600
Thermal Camera		3,490
Office Chairs		5,069
Vehicles (approved 12/01/2022)		179,320
Tower Analysis		9,950
FCC License		5,560
Subtotal Equipment and One Time Purchases		\$ 242,394
Total Expenses		\$ 947,178
Revenues over (under) expenses		\$ 263,823
<u>Detail of Programs:</u>		
		2022-23
1	Citizens On Patrol Program	4,000
2	Youth Activity Center Programs	1,200
3	Crowley Area Teen Community Helpers/Adult Supervision	250
4	Citizens Police Academy	500
5	National Night Out	2,846
6	Crime Prevention Materials	1,500
7	Bicycle/Skateboard Safety Program	1,000
8	Bike/ATV Patrol	500
9	Alliance for Children	3,800
Total Programs		\$ 15,596

<p>Crime Control & Prevention District Budget Amendment #2 2022-23 1/5/2023</p>
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Revenues over(under) exp Original Budget	\$ 279,333
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Expenditures:

Tower Structural Analysis	\$ 9,950
FCC License	<u>5,560</u>

Total Expenditures	<u>\$ 15,510</u>
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Revenues over(under) expenditures	<u><u>\$ 263,823</u></u>
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