



Economic Development
Corporation (EDC) Board of
Directors

Regular Session

September 2, 2021
6:00 P.M.

CITY OF CROWLEY
Economic Development Corporation
Board of Directors
September 2, 2021
6:00 P.M.

Economic Development Corporation Board

Member Jesse Johnson (Pres)

Member Jerry Beck

Member Billy Davis

Member Johnny Shotwell

Member Tina Pace

Member Jim "Mac" McDonald

Member Alex Hogan

EDC Officers

Executive Director Robert Loftin

Treasurer Lori Watson

Secretary Carol Konhauser



**AGENDA
CROWLEY ECONOMIC
DEVELOPMENT CORPORATION
SEPTEMBER 2, 2021
REGULAR SESSION - 6:00 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 – September 2, 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 July 15, 2021.
2. Discuss proposed EDC Budget and announce the date, time and place of the public hearing on the proposed FY 2021-22 EDC Operating Budget.
3. Nominate and elect a President, Vice President, and Secretary for the coming year, effective October 1, 2021, in accordance with City of Crowley Ordinance, Chapter 2 Administration, Article IV. Boards and Commissions, Division 6 Economic Development Corporation Board, Section 2-137 Officers.

III. ADJOURNMENT

I, the undersigned authority, do hereby certify that this Agenda of the Economic Development Corporation to be held on Sep 2, 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: September 2, 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 July 15, 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 Thursday, July 15, 2021.**

The Economic Development Corporation Board of Directors met on Thursday, July 15, 2021, at 6:00p.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 Billy P. Davis
 Member Johnny Shotwell (arrived at 6:07pm)
 Member Tina Pace
 Member Jim "Mac" McDonald

Absent: Member Jerry Beck
 Member Alex Hogan

EDC BUSINESS

1. Discuss and consider approving the minutes from the EDC meeting held on April 5, 2021.

Member Billy Davis made the motion to approve the minutes as presented, second by Member Jim McDonald, the EDC Board of Directors voted unanimously to approve the motion as presented. Motion carried 5-0.

2. Discuss and consider the selection of a proposed parking lot design for the N. Hampton/Mission St. and Main St. parking lots.

Assistant City Manager Jack Thompson discussed the differences between the two parking lot designs. After some discussions on the different options, EDC members concurred on the selection of option 1 for both N Hampton/Mission St and Main St parking lots.

Member Billy Davis made the motion to approve design option 1 for both the N Hampton/Mission St and Main St parking lot, second by Member Tina Pace, the EDC Board of Directors voted unanimously to approve the motion as presented. Motion carried 5-0.

EXECUTIVE SESSION

President Jesse Johnson announced the EDC Board of Directors would convene into Executive Session at 6:21 pm to discuss the possible purchase of real estate, pursuant to Section 551.072 of the Texas Government Code.

At 6:36 pm President Jesse Johnson announced the EDC Board of Directors would reconvene into open session and that there was no action to take.

As there was no further business, President Jesse Johnson adjourned the meeting at 6:36 p.m.

ATTEST:

Jesse Johnson
President EDC Board of Directors

Carol C. Konhauser
EDC Secretary



Crowley EDC Board

AGENDA REPORT

Meeting Date: September 2, 2021

Agenda Item: II-2

Staff Contact: Lori Watson
ACM/Finance Director

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

Phone: 817-297-2201 x4900

SUBJECT: Discuss proposed EDC Budget and announce the date, time and place of the public hearing on the proposed FY 2021-22 EDC Operating Budget.

BACKGROUND/DISCUSSION

Pursuant to the Local Government Code, the governing body shall in an open meeting announce the date, time and place of the public hearing on the proposed fiscal year budget.

The public hearing for the FY 2021-22 EDC Operating Budget will be held on Thursday, September 16, 2021 at 7:00pm, City Council Chambers at 201 East Main Street, Crowley, TX 76036

FINANCIAL IMPACT

The total proposed revenues for the EDC for FY2021-22 is \$1,447,667. The total proposed expenditures is \$1,141,267. The proposed revenue over expenditures is \$306,400.

RECOMMENDATION

No action other than announcing the public hearing date, time and place.

ATTACHMENTS

- Proposed EDC Operating Budget for FY 2021-22

Economic Development Corporation 2021-22 Budget

Revenues:

Sales Tax Revenue	1,100,000	
Rental Income	339,667	
Interest Income	<u>8,000</u>	
Total Revenue		1,447,667

Expenses:

Salary & Payroll Taxes	162,000	
Office Supplies	2,500	
Training	18,000	
Electric Service	2,200	
Professional Fees	17,000	
Attorney Fees	10,000	
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>122,826</u>	
Total		396,692

Bond Payments

Revenue Bond 2016 Principal	135,000	
Revenue Bond 2016 Interest	74,250	
2018 CO Bond Principal	150,000	
2018 CO Bond Interest	145,625	
2020 CO Bond Principal	75,000	
2020 CO Bond Interest	<u>164,700</u>	
Total		744,575

One Time Purchases:

Total	<u>-</u>
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Total Expenses	<u>1,141,267</u>
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Revenues over (under) expenses	306,400
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Crowley EDC Board

AGENDA REPORT

Meeting Date: September 2, 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: Nominate and elect a President, Vice President, and Secretary for the coming year, effective October 1, 2021, in accordance with City of Crowley Ordinance, Chapter 2 Administration, Article IV. Boards and Commissions, Division 6 Economic Development Corporation Board, Section 2-137 Officers.

BACKGROUND/DISCUSSION

City of Crowley Ordinance Chapter 2 Administration, Article IV. Boards and Commissions, Division 6 Economic Development Corporation Board, Section 2-136 Officers, states:

The board of directors shall elect a president, vice-president, secretary and any other officers that the Economic Development Corporation considers necessary, to serve as executive officers of the Economic Development Corporation. The term of each officer's office shall expire on September 30 of each year. The city manager, or his designee, shall serve as the executive director of the corporation to provide administrative support services for the corporation, but the executive director shall not be a member of the board of directors.

FINANCIAL IMPACT

None

RECOMMENDATION

Staff recommends appointing members to the above listed positions to become effective Oct 1, 2021.

ATTACHMENTS

None