

MINUTES OF THE CITY COUNCIL WORK SESSION HELD SEPTEMBER 21, 2023. The City Council of the City of Crowley, Texas met in Work Session on Thursday, September 21, 2023, at 6:30 pm in the City Council Chambers, 201 East Main Street, Crowley City Hall, Crowley, Texas.

Present were 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
Vacant Place 5
Council Member Scott Gilbreath, City Council Place 6

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

Absent: Mayor Billy P. Davis

CALL TO ORDER/ ROLL CALL

Mayor Pro Tem Jim Hirth 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 September 7, 2023 and the Special Called meeting held on September 11, 2023.**

No discussion.

PUBLIC HEARING

1. **Hold a Public Hearing and consider approval of the proposed Crowley Economic Development 4B FY 2023-24 Operating Budget.**

No discussion

2. **Hold a Public Hearing to receive input on the Operating Budget beginning October 1, 2023 and ending September 30, 2024.**

No discussion

3. **Hold a Public Hearing to receive input on the proposed 2023 ad valorem property tax rate.**

No discussion

4. **Hold a public hearing to discuss and consider approval of Ordinance 09-2023-507 for a specific use permit to allow a CBD/ Tobacco Shop in the General Commercial**

zoning district at 824 N Crowley Rd, whose legal description is John H. Lucas Survey, Abstract 932 Tract 1D07A, as requested by 7th Heaven LLC.

No discussion

CITY BUSINESS

- 1. Discuss and consider adoption of Ordinance 09-2023-504, an ordinance of the City of Crowley, Texas approving and adopting the budget for fiscal year 2023-24, beginning October 1, 2023 and ending September 30, 2024, providing a severability clause; and declaring an effective date.**

No discussion

- 2. Consider and act upon the ratification of the property tax revenue increase reflected in the Proposed FY 2023-24 City of Crowley Operating Budget.**

No discussion

- 3. Discuss and consider adoption of Ordinance 09-2023-505, an ordinance of the City of Crowley, Texas affixing and levying Municipal Ad Valorem Taxes for the fiscal year 2023-24, beginning October 1, 2023 and ending September 30, 2024, and for each year thereafter until otherwise provided on all taxable property within the corporate limits of the City of Crowley as of January 1, 2024 to provide revenues for the payment of current expenses and all outstanding debts of the city; directing the assessment thereof; providing for due dates and delinquent dates for payment of taxes together with penalties and interest thereon; providing for approval of the tax rolls presented to the City Council; repealing conflicting ordinances providing a severability clause and declaring an effective date.**

No discussion

- 4. Discuss and consider approval of the Crime Control and Prevention District FY2023-24 Budget Amendment #1.**

No discussion

- 5. Consider revisions to Pay Classification Plan.**

No discussion

- 6. Discuss and consider adoption of Resolution R09-2023-399 of the City of Crowley amending the Staffing Plan.**

No discussion

- 7. Discuss and consider approval of a request by Deer Creek Estates for a variance from city code Section 102-122, "Schedule for Permanent Signs" to allow a reader board sign in an R-2 single family residential zoning district.**

Planning and Community Development Director Rachel Roberts explained to council this was a request to replace an existing sign already in Deer Creek Estates with a reader board type sign. She further explained that although reader board signs are not typically authorized in single family residential zoning, this sign would not be located directly on the main throughfare. Additionally, she added the Planning and Zoning commission had voted to approve the variance.

8. **Discuss and consider approving Resolution R09-2023-398, a resolution approving a variance for an Alcoholic Beverage Permit Application submitted by Rouse Holding Group, LLC, for the business located at 117 S Texas St, known as Moon Tower Pizza and; authorizing the City Secretary to certify the TABC permit application.**

City Secretary Carol Konhauser explained this was a request for a variance to allow for an alcoholic beverage permit for a business that would be located within 300 feet of a church. Moontower pizza is located approximately 215 feet from a property that is designated as a church. City Secretary Konhauser added that the church has not been active in a couple years, but that the property is still designated as such on the tax appraisal district website.

9. **Discuss and consider canceling the Regular scheduled meeting of the Crowley City Council for October 5, 2023 due to lack of quorum.**

No discussion

10. **Discuss and consider approving Ordinance No 09-2023-506, amending Appendix A, Schedule of Rates, Fees, and Charges, Section (32) Public Records Charges, by increasing notary service fees and deleting obsolete or duplicated fees.**

City Secretary Konhauser explained this was to update the notary fees as authorized by HB 255.

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 SEPTEMBER 21, 2023. The City Council of the City of Crowley, Texas met in Regular Session on Thursday, September 21, 2023, at 7:00 pm in the City Council Chambers, 201 East Main Street, Crowley City Hall, Crowley, Texas.

Present were 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
Vacant Place 5
Council Member Scott Gilbreath, City Council Place 6

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

Absent: Mayor Billy P. Davis

CALL TO ORDER/ ROLL CALL

Mayor Pro Tem Jim Hirth 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 Council Member Jesse Johnson followed by the Pledge of Allegiance to the American and Texas Flags.

PRESENTATIONS/PROCLAMATIONS

1. National Night Out Proclamation.

Council Member Scott Gilbreath read the National Night Our Proclamation

2. Fire Prevention Week Proclamation.

Council Member Jerry Beck read the Fire Prevention Week Proclamation.

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 September 7, 2023 and the Special Called meeting held on September 11, 2023.

Council Member Jesse Johnson made the motion to approve the Consent Agenda item(s), second by Council Member Scott Gilbreath; council voted unanimously to approve the motion as presented. Motion carried 6-0.

PUBLIC HEARING

1. Hold a Public Hearing and consider approval of the proposed Crowley Economic Development 4B FY 2023-24 Operating Budget.

Mayor Pro Tem Hirth opened the public hearing at 7:07 pm for anyone to speak either in favor of or in opposition. When nobody came forward, he closed the public hearing at 7:08 pm.

Council Member Jesse Johnson made the motion to approve the FY 2023-2024 budget for the Crowley Economic Development 4B Corporation, second by Council Member Scott Gilbreath, council voted unanimously to approve the motion as presented. Motion carried 6-0.

2. Hold a Public Hearing to receive input on the Operating Budget beginning October 1, 2023 and ending September 30, 2024.

Mayor Pro Tem Jim Hirth opened the public hearing at 7:08 pm for anyone to speak either in favor of or in opposition. When nobody came forward, he closed the public hearing at 7:08 pm.

3. Hold a Public Hearing to receive input on the proposed 2023 ad valorem property tax rate.

Mayor Pro Tem Hirth opened the public hearing at 7:09 pm for anyone to speak either in favor of or in opposition. When nobody came forward, he closed the public hearing at 7:09 pm.

4. Hold a public hearing to discuss and consider approval of Ordinance 09-2023-507 for a specific use permit to allow a CBD/ Tobacco Shop in the General Commercial zoning district at 824 N Crowley Rd, whose legal description is John H. Lucas Survey, Abstract 932 Tract 1D07A, as requested by 7th Heaven LLC. None.

Planning and Community Development Director Rachel Roberts stepped forward to explain this was a request for a SUP to operate at CBD and vape shop at 824 N Crowley Rd. She stated it the Planning and Zoning Commission did recommend approval with the condition they comply with the statute on age restrictions and that total signage not exceed 15% of the total wall area and not more than 50% of the window space.

Mayor Pro Tem Jim Hirth opened the public hearing at 7:10 pm for anyone to speak either in favor of or in opposition. When nobody came forward, he closed the public hearing at 7:10 pm.

Council Member Scott Gilbreath made the motion to approve Ordinance 09-2023-507 for a SUP permit to allow a CBD/Tabacco Shop, second by Council Member Jerry Beck. Council Member Jesse Johnson voted nay on the motion. Motion carried 5-1.

CITY BUSINESS

1. Discuss and consider adoption of Ordinance 09-2023-504, an ordinance of the City of Crowley, Texas approving and adopting the budget for fiscal year 2023-24, beginning October 1, 2023 and ending September 30, 2024, providing a severability clause; and declaring an effective date.

Council Member Jesse Johnson made the motion to adopt Ordinance 09-2023-504; second by Council Member Jerry Beck, council voted unanimously to approve the motion as presented. Motion carried 6-0.

2. Consider and act upon the ratification of the property tax revenue increase reflected in the Proposed FY 2023-24 City of Crowley Operating Budget.

Council Member Jesse Johnson made the motion to ratify the property tax revenue increase reflected in the proposed FY2023-2024 City of Crowley Operating Budget, second by Council Member Scott Gilbreath, council voted unanimously to approve the motion as presented. Motion carried 6-0.

3. **Discuss and consider adoption of Ordinance 09-2023-505, an ordinance of the City of Crowley, Texas affixing and levying Municipal Ad Valorem Taxes for the fiscal year 2023-24, beginning October 1, 2023 and ending September 30, 2024, and for each year thereafter until otherwise provided on all taxable property within the corporate limits of the City of Crowley as of January 1, 2024 to provide revenues for the payment of current expenses and all outstanding debts of the city; directing the assessment thereof; providing for due dates and delinquent dates for payment of taxes together with penalties and interest thereon; providing for approval of the tax rolls presented to the City Council; repealing conflicting ordinances providing a severability clause and declaring an effective date.**

Council Member Scott Gilbreath made the motion to adopt Ordinance 09-2023-505, and moved that the property tax rate be increased by the adoption of a tax rate of \$0.594890 per \$100, which is effectively a 9.2 percent increase in the tax rate, and move adoption of the ordinance as presented, second by Council Member Jerry Beck. A roll call vote was taken, Council Member Johnny Shotwell voted Aye; Council Member Jerry Beck voted Aye; Council Member Jesse Johnson voted Aye; Council Member Jim Hirth voted Aye; Council Member Scott Gilbreath voted Aye; council voted 6-0 to adopt the motion as presented. Motion carried 6-0.

4. **Discuss and consider approval of the Crime Control and Prevention District FY2023-24 Budget Amendment #1.**

Council Member Scott Gilbreath made the motion to approve the Crime Control and Prevention District FY2023-24 Budget Amendment #1; second by Council Member Jesse Johnson, council voted unanimously to approve the motion as presented. Motion carried 6-0.

5. **Consider revisions to Pay Classification Plan.**

Council Member Jerry Beck made the motion to approve the revisions to the Pay Classification Plan, second by Council Member Scott Gilbreath, council voted unanimously to approve the motion as presented. Motion carried 6-0.

6. **Discuss and consider adoption of Resolution R09-2023-399 of the City of Crowley amending the Staffing Plan.**

Council Member Scott Gilbreath made the motion to approve Resolution R09-2023-399, amending the staffing plan, second by Council Member Jerry Beck, council voted unanimously to approve the motion as presented. Motion carried 6-0.

7. **Discuss and consider approval of a request by Deer Creek Estates for a variance from city code Section 102-122, "Schedule for Permanent Signs" to allow a reader board sign in an R-2 single family residential zoning district.**

Council Member Jesse Johnson made the motion to approve the sign variance request submitted by Deer Creek Estates to allow for a reader board type sign, second by Council Member Scott Gilbreath, council voted unanimously to approve the motion as presented. Motion carried 6-0.

8. **Discuss and consider approving Resolution R09-2023-398, a resolution approving a variance for an Alcoholic Beverage Permit Application submitted by Rouse Holding Group, LLC, for the business located at 117 S Texas St, known as Moon Tower Pizza and; authorizing the City Secretary to certify the TABC permit application.**

Council Member Jerry Beck made the motion to approve resolution R09-2023-398 for a alcoholic beverage permit variance for Moontower pizza, second by Council Member Scott Gilbreath, council voted unanimously to approve the motion as presented. Motion carried 6-0.

9. **Discuss and consider canceling the Regular scheduled meeting of the Crowley City Council for October 5, 2023 due to lack of quorum.**

Council Member Scott Gilbreath made the motion to cancel the October 5, 2023 council meeting due to a lack of quorum; second by Council Member Jerry Beck, council voted unanimously to approve the motion as presented. Motion carried 6-0.

10. **Discuss and consider approving Ordinance No 09-2023-506, amending Appendix A, Schedule of Rates, Fees, and Charges, Section (32) Public Records Charges, by increasing notary service fees and deleting obsolete or duplicated fees.**

Council Member Jesse Johnson made the motion to approve Ordinance 09-2023-506 second by Council Member Jerry Beck, 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:

None.

PUBLIC COMMENT

Mayor Pro Tem Hirth asked if there were any citizens or visitors wishing to speak.

Mr Daniel Bennett from White Settlement stepped up and requested council support in voting for a new candidate for the Tarrant Appraisal Districts Board.


ITEMS OF COMMUNITY INTEREST

Mayor Pro Tem Hirth then asked if there were any community interest items.

As there was no further business, Mayor Pro Tem Jim Hirth adjourned the meeting at 7:46 p.m.

ATTEST:


Billy Davis, Mayor


Carol C. Konhauser, City Secretary