



Agenda
Crowley City Council
June 19, 2025
Work Session - 6:30 PM

Crowley City Hall
201 E. Main Street
Crowley TX 76036

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).

Work Session - June 19, 2025 - 6:30 PM

I. Call to Order and Roll Call

II. Non-Action Items for Discussion

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 work session and regular meeting held on June 5, 2025.

IV. Public Hearings

1. Hold a public hearing to discuss and consider approval of Ordinance 06-2025-566, an ordinance amending Sec. 106.66(E)(4) of Chapter 106, the comprehensive zoning ordinance, to require outdoor sales or display to be limited in location to within 15 feet of the building and not block the fire lane. **Case # ZCA-2025-001.**
2. (a) Hold a public hearing on the Fiscal Year 2025-26 Proposed Budget for the City of Crowley Crime Control and Prevention District. (b) Discuss and consider approval/adoption of the Crime Control and Prevention District (CCPD) proposed FY 2025-26 Budget.

V. City Business

1. Discuss and consider canceling the regularly scheduled City Council Meeting on Thursday, July 3, 2025, and instead calling a Special City Council Meeting to be held on Tuesday, July 1, 2025.
2. Discuss and consider approval of a 3-year contract (2025-2027) with Tarrant County Tax Assessor for the collection services of Ad Valorem Taxes levied by the City and authorizing the Mayor to execute said contract.
3. Discuss and Consider the adoption of Ordinance 06-2025-565, an Ordinance of the City Council of the City of Crowley, Texas, amending the solid waste rate fees in Appendix A, Schedule of Rates, Fees, and Charges of the Code of Ordinances; providing that this ordinance shall be cumulative of all ordinances; providing a severability clause; providing for publication; and providing an effective date.

4. Discuss and consider a special event permit application submitted by Devonne Taylor on behalf of Kreatio Outreach to hold a worship service in Bicentennial Park on June 29, 2025 from 2:00pm till 7:30pm.
5. Discuss and consider approving EDC Budget Amendment #1 for FY 2024-2025, and approve the purchase of property not to exceed \$880,000.

VI. Adjournment

I, the undersigned authority, do hereby certify that this Work Session Agenda of the Crowley City Council to be held on June 19, 2025 at 6:30 PM is a true and correct copy posted on June 13, 2025 at 7:00pm at Crowley City Hall, a place convenient and readily accessible to the public at all times.

Carol C. Konhauser

Carol C. Konhauser, City Secretary



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 for more information.



City of Crowley, Texas City Council Agenda Report

Presenter:	Meeting Date: June 19, 2025
Department:	Agenda Item: III.1.
Subject: Discuss and consider approving the minutes from the work session and regular meeting held on June 5, 2025.	

Background:

Recommendation:

Financial Information:

Attachments:

1. 06052025 CC WS Minutes
2. 06052025 CC Reg Minutes

MINUTES OF THE CITY COUNCIL WORK SESSION HELD JUNE 5, 2025. The City Council of the City of Crowley, Texas met in Work Session on Thursday, June 5, 2025, at 6:30 PM in the City Council Chambers, 201 East Main Street, Crowley City Hall, Crowley, Texas.

Call to Order and Roll Call

Mayor Billy Davis called the Work Session to order at 6:46 p.m. City Secretary Carol Konhauser called roll and noted a quorum was present.

Present were

Council Member Tina Pace, Council Member Jerry Beck, Council Member Jesse Johnson, Council Member Jim Hirth, Council Member Matt Foster, Mayor Billy Davis

City staff included:

City Manager, Lori Watson

Asst City Manager, Cristina Winner

Asst City Manager, Matt Elgin

City Attorney, Rob Allibon

City Secretary, Carol Konhauser

Fire Chief, Pleasant Brooks

Police Chief, Kit Long

Planning and Comm Dev Director, Rachel Roberts

Public Works Director, Mike Rocamontes

Director of Utilities, Randal Manus

EDC Director, Molly Martin

HR Administrator, Lacy Duncan

Downtown Events Coordinator, Julie Hepler

Absent:

Council Member Scott Gilbreath

Non-Action Items for Discussion

1. Provide guidance to staff for updating the comprehensive land use plan

Planning and Community Development Director Rachel Roberts explained staff were finalizing the comprehensive plan update and were requesting input from council on building heights in the Downtown area, apartment entry design, and Eagle/McCart Roadway design. She stated there was a consensus during a joint session with the Economic Development Corporation (EDC) that buildings on the west side of downtown should not exceed three stories. Currently, the comprehensive plan allows 1–2 stories, the zoning code describes 1–3 stories, but actual regulations permit up to 5. Council members all agreed they would like to limit height to a maximum of three stories with a provision that allows council to approve exceptions on a case-by-case basis. She also explained that she believed the council was opposed to apartments with direct exterior entries facing public streets. Council members explained they were against "motel style" entrances, but that brownstone-style apartments or those with elevated/private entries would be acceptable. Lastly, she explained Fort Worth was studying the McCart corridor and may propose changes that reduce the current 100-foot right-of-way (ROW). Staff was requesting Council input on modifying the city's Master Thoroughfare Plan (MTP) to reflect a smaller ROW in response to Fort Worth's final plan, or if they want to adopt a smaller ROW now, given the area's residential

and school presence. Council all agreed they would be agreeable to whatever the consultants suggested.

Consent Agenda

1. Discuss and consider approving the minutes from the regular meeting held May 15, 2025.

No discussion.

Public Hearings

1. Hold a public hearing to discuss and consider an ordinance granting a franchise agreement to Waste Connections Lone Star Inc., for solid waste services for the collection of residential solid waste within the City of Crowley; providing a severability clause; and providing an effective date; and authorizing the City Manager or her designee to execute a formal agreement for the collection of residential municipal solid waste and recyclable materials within the City of Crowley, Texas.

No discussion.

City Business

1. Discuss and consider approving Ordinance 06-2025-563 an ordinance granting a franchise to Waste Connections Lone Star Inc. for solid waste services for the collection of residential solid waste within the City of Crowley; providing a severability clause; and providing an effective date; and authorizing the City Manager or her designee to execute a formal agreement for the collection of residential municipal solid waste and recyclable materials within the City of Crowley, Texas.

No discussion.

2. Discuss and consider approval of a preliminary plat for an approximately 5.8 acre tract in the R W Waggoner Survey Abstract No. 1618 to create Tractor Supply Crowley Addition, Block A Lot 1, requested by Vasquez Engineering. **Case # PP-2025-001.**

No discussion.

3. Discuss and consider approving a resolution R06-2025-455 to approve the bond issuance for an improvement project within the Karis Municipal Management District of Tarrant County.

No discussion.

4. Discuss and consider approval of Resolution R06-2025-456 supporting the City's responsible portion of funding of the FM 731 Deer Creek Shared Use Path's grant application to the 2025 TXDOT Transportation Alternatives call for projects.

No discussion.

5. Discuss and consider approval of resolution R06-2025-457 supporting the City's responsible portion of funding of the FM 1187 to FM 731 to Teeter Park Shared Use Path's grant application to the 2025 TXDOT Transportation Alternatives call for projects.

No discussion.

6. Discuss and consider approving Ordinance 06-2025-564, an ordinance altering the speed limits established for vehicles operating on FM731/South Crowley Road, upon the basis of an engineering and traffic investigation conducted by the Texas Department of Transportation.

No discussion.

7. Set a date and time for a Public Hearing on the Crime Control and Prevention District 2025-26 Budget (June 19, 2025, 6:00 pm at Crowley City Hall).

No discussion.

Executive Session

N/A

Adjournment

As there was no further business, Mayor Billy Davis adjourned the meeting at 7:00p.m.

ATTEST:

Billy Davis, Mayor

Carol C. Konhauser

MINUTES OF THE CITY COUNCIL REGULAR SESSION HELD JUNE 5, 2025. The City Council of the City of Crowley, Texas met in Regular Session on Thursday, June 5, 2025, at 7:00 PM in the City Council Chambers, 201 East Main Street, Crowley City Hall, Crowley, Texas.

Call to Order and 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.

Present were

Council Member Tina Pace, Council Member Jerry Beck, Council Member Jesse Johnson, Council Member Jim Hirth, Council Member Matt Foster, Mayor Billy Davis

City staff included:

City Manager, Lori Watson

Asst City Manager, Cristina Winner

Asst City Manager, Matt Elgin

City Attorney, Rob Allibon

City Secretary, Carol Konhauser

Fire Chief, Pleasant Brooks

Police Chief, Kit Long

Planning and Comm Dev Director, Rachel Roberts

Public Works Director, Mike Rocamontes

Director of Utilities, Randal Manus

EDC Director, Molly Martin

HR Administrator, Lacy Duncan

Downtown Events Coordinator, Julie Hepler

Absent:

Council Member Scott Gilbreath

Invocation and Pledge of Allegiance to the American and Texas Flags

Invocation was given by Council Member Jesse Johnson followed by the Pledge of Allegiance to the American and Texas Flags.

Consent Agenda

1. Discuss and consider approving the minutes from the regular meeting held May 15, 2025.

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 Hearings

1. Hold a public hearing to discuss and consider an ordinance granting a franchise agreement to Waste Connections Lone Star Inc., for solid waste services for the collection of residential solid waste within the City of Crowley; providing a severability clause; and providing an effective date; and authorizing the City Manager or her designee to execute a formal agreement for the collection

of residential municipal solid waste and recyclable materials within the City of Crowley, Texas.

Mayor Davis opened the public hearing at 7:02 p.m. and invited anyone wishing to speak to come forward. Nobody came forward to speak, so Mayor Davis closed the public hearing at 7:03 p.m.

City Business

1. Discuss and consider approving Ordinance 06-2025-563 an ordinance granting a franchise to Waste Connections Lone Star Inc. for solid waste services for the collection of residential solid waste within the City of Crowley; providing a severability clause; and providing an effective date; and authorizing the City Manager or her designee to execute a formal agreement for the collection of residential municipal solid waste and recyclable materials within the City of Crowley, Texas.

Mr Abel Moreno from Waste Connections stepped forward and stated the contract would be effective July 1, 2025.

Council Member Jesse Johnson made the motion to Approve Ordinance 06-2025-563; second by Council Member Jim Hirth, council voted unanimously to approve the motion as presented. Motion carried 6-0.

2. Discuss and consider approval of a preliminary plat for an approximately 5.8 acre tract in the R W Waggoner Survey Abstract No. 1618 to create Tractor Supply Crowley Addition, Block A Lot 1, requested by Vasquez Engineering. **Case # PP-2025-001.**

Council Member Matt Foster made the motion to Approve the preliminary plat for an approximately 5.8 acre tract in the R W Waggoner Survey Abstract No. 1618 to create Tractor Supply Crowley Addition, Block A Lot 1, as requested by Vasquez Engineering ; second by Council Member Tina Pace, council voted unanimously to approve the motion as presented. Motion carried 6-0.

3. Discuss and consider approving a resolution R06-2025-455 to approve the bond issuance for an improvement project within the Karis Municipal Management District of Tarrant County.

Council Member Jerry Beck made the motion to Approve Resolution R06-2025-455; second by Council Member Tina Pace, council voted unanimously to approve the motion as presented. Motion carried 6-0.

4. Discuss and consider approval of Resolution R06-2025-456 supporting the City's responsible portion of funding of the FM 731 Deer Creek Shared Use Path's grant application to the 2025 TXDOT Transportation Alternatives call for projects.

Council Member Matt Foster made the motion to Approve Resolution R06-2025-456; second by Council Member Jerry Beck, council voted unanimously to approve the motion as presented. Motion carried 6-0.

5. Discuss and consider approval of resolution R06-2025-457 supporting the City's responsible portion of funding of the FM 1187 to FM 731 to Teeter Park Shared Use Path's grant application to the 2025 TXDOT Transportation Alternatives call for projects.

Council Member Jesse Johnson made the motion to Approve Resolution R06-2025-457; second by Council Member Tina Pace, council voted unanimously to approve the motion as presented. Motion carried 6-0.

6. Discuss and consider approving Ordinance 06-2025-564, an ordinance altering the speed limits established for vehicles operating on FM731/South Crowley Road, upon the basis of an engineering and traffic investigation conducted by the Texas Department of Transportation.

Council Member Jim Hirth made the motion to Approve Ordinance 06-2025-564; second by Council Member Matt Foster, council voted unanimously to approve the motion as presented. Motion carried 6-0.

7. Set a date and time for a Public Hearing on the Crime Control and Prevention District 2025-26 Budget (June 19, 2025, 6:00 pm at Crowley City Hall).

Council Member Jesse Johnson made the motion to hold a Public Hearing for the Crime Control and Prevention District 2025-26 Budget on June 19, 2025, at 7:00pm at 201 E Main Street, Crowley TX 76036; second by Council Member Jerry Beck, council voted unanimously to approve the motion as presented. Motion carried 6-0.

Public Comment

None

Items of Community Interest

City Manager Lori Watson announced that the city received a \$1 Million grant for Bicentennial Park and she thanked John McQueeny for his efforts in helping to secure the grant.

Executive Session

None

Reconvene and Take Action from Executive Session

None

Adjournment

As there was no further business, Mayor Billy Davis adjourned the meeting at 7:31 p.m.

ATTEST:

Billy Davis, Mayor

Carol C. Konhauser, City Secretary



City of Crowley, Texas City Council Agenda Report

Presenter: Rachel Roberts	Meeting Date: June 19, 2025
Department: Community Development	Agenda Item: IV.1.
Subject: Hold a public hearing to discuss and consider approval of Ordinance 06-2025-566, an ordinance amending Sec. 106.66(E)(4) of Chapter 106, the comprehensive zoning ordinance, to require outdoor sales or display to be limited in location to within 15 feet of the building and not block the fire lane. Case # ZCA-2025-001.	

Background:

The City Council directed staff to bring forward an amendment to the zoning code to restrict the location of outdoor sales or display of retail goods to within 15 feet of the building where the business holding the sale or display is located. The attached ordinance would adopt the changes the Council requested. The proposed amendments are shown below (changes in red).

Proposed amendment (red underlined text indicates new text that has been added)

106.66(E)(4)(c) Outdoor (sidewalk) sales (other than seasonal sales):

1. Shall be limited to sidewalk or walkway areas in front of the tenant space.
2. Shall be located within 15 feet of the front of the tenant space, except as otherwise authorized through approval of a site plan as part of a Specific Use Permit for outdoor storage or display.
3. Shall not block any entrance door into the building.
4. Shall not block any fire lane.
5. A clear width of no less than three feet shall be maintained at all times with a minimum five feet by five feet (5' x 5') passing area provided every 200 linear feet of the sidewalk.
6. No handicapped parking areas shall be blocked or utilized.
7. Articles for sale or display shall be kept outside only during regular hours of operation of the business."

Please note that these regulations do not apply to seasonal sales (for example, pumpkins and Christmas trees) or to sidewalk sales/roadside vending, both of which have a separate set of regulations and are limited to display on a temporary basis (typically 45 days and 14 days, respectively).

ACTION BY THE CITY COUNCIL

Sample motions are provided below for your reference.

Approve: I make a motion to approve Ordinance No. 06-2025-566.

Approve with conditions: I make a motion to approve Ordinance No. 06-2025-566 with the following conditions [state conditions for approval or changes to the ordinance].

Deny: I make a motion to deny Ordinance No. 06-2025-566.

Postpone: I make a motion to continue Case # ZCA-2025-001 until [specify the date].

Recommendation:

Staff recommend approval.

Financial Information:

Attachments:

1. ZCA-2025-001 Ordinance 06-2025-566

ORDINANCE NO. 06-2025-566

AN ORDINANCE OF THE CITY OF CROWLEY, TEXAS AMENDING PORTIONS OF CHAPTER 106 "ZONING", ARTICLE 5 "USE REGULATIONS", OF THE CITY OF CROWLEY CODE OF ORDINANCES RELATING TO RETAIL USE WITH OUTDOOR SALES OR STORAGE; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING FOR A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Crowley, Texas, 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, pursuant to Chapter 211 of the Local Government Code, the City has the authority to adopt a comprehensive zoning ordinance and map regulating the location and use of buildings, structures, and land for business, industry, residence and other purposes, and to amend said ordinance and said map for the purpose of promoting the public health, safety, morals and general welfare, all in accordance with a Comprehensive Plan; and

WHEREAS, the City has previously adopted its Comprehensive Zoning Ordinance, as codified as Chapter 106 "Zoning" of the Code of Ordinances of the City of Crowley (the "Zoning Ordinance"); and

WHEREAS, the City Council of the City of Crowley deems it advisable and in the public interest to make certain amendments to portions of Article 5 "Use Regulations" of the Zoning Ordinance relating to retail use with outdoor sales or storage as set forth herein; and

WHEREAS, the Planning and Zoning Commission of the City of Crowley, Texas held a public hearing on June 9, 2025, and the City Council of the City of Crowley, Texas held a public hearing on June 19, 2025 with respect to the Zoning Ordinance amendments described herein; and

WHEREAS, the City has complied with all requirements of Chapter 211 of the Local Government Code, and all other laws dealing with notice, publication and, procedural requirements for amending the Zoning Ordinance.

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

SECTION 1.

That Section 106.66.E.(4) of the Zoning Ordinance is hereby amended in its entirety to read as follows:

106.66 – SUPPLEMENTAL USE STANDARDS

...

E. COMMERCIAL USES

...

“(4) Any retail use with outdoor sales or storage

- a. Outdoor storage or display of products along any arterial street frontage shall be prohibited unless permitted through a specific use permit. All storage areas shall be located within the rear yard and screened from adjacent properties and any public right-of-way.
- b. Outdoor storage or display is permitted in the side or front yard only through issuance of a specific use permit.
 1. If placed in the front and/or side yard, outdoor storage or display of products shall not include commodities, products, materials, or equipment that are in need of repair or are to be incinerated or discarded.
 2. The site plan submitted with the specific permit application is also required to show designated areas for outdoor storage or display, clearly define the function of the site, mark areas that are at fire hazard risk, and provide any other specific details staff may need for the approval of the site plan. All outdoor storage or display shall be placed on a paved surface.
- c. If adjacent to any residential uses, outdoor storage or display areas shall be screened in accordance with the standards in **Article 8: Landscaping, Screening, and Open Space**. Screening requirements can be waived for outdoor storage or display located in the front or side yard with a specific use permit. If the screening requirements are waived:
 1. Waived only for outdoor storage or display that does not include commodities, products, materials, or equipment that are to be repaired, incinerated, or discarded.
 2. The applicant must still comply with the required fencing, landscaping, and open space standards required by the zoning code.
 3. In addition to the information required by Section 106.34.C of the city code, the site plan shall also provide any other specific details staff, the Planning & Zoning Commission, or the City Council may need to determine compliance with the specific use permit criteria.
- d. Outdoor (sidewalk) sales (other than seasonal sales):
 1. Shall be limited to sidewalk or walkway areas in front of the tenant space.
 2. Shall be located within 15 feet of the front of the tenant space, except as otherwise authorized through approval of a site plan as part of a Specific Use Permit for outdoor storage or display.
 3. Shall not block any entrance door into the building.
 4. Shall not block any fire lane.

5. A clear width of no less than three feet shall be maintained at all times with a minimum five feet by five feet (5' x 5') passing area provided every 200 linear feet of the sidewalk.
6. No handicapped parking areas shall be blocked or utilized.
7. Articles for sale or display shall be kept outside only during regular hours of operation of the business."

The remaining provisions of Section 106.66 are not amended hereby and remain in full force and effect.

SECTION 2.

This Ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Crowley, Texas, and the zoning ordinances as amended, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such code, in which event the conflicting provisions of such ordinances and such code are hereby repealed.

SECTION 3.

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any section, paragraph, sentence, clause, or phrase of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining sections, paragraphs, sentences, clauses, and phrases of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional section, paragraph, sentence, clause or phrase.

SECTION 4.

All rights and remedies of the City of Crowley are expressly saved as to any and all violations of the provisions of any ordinances governing zoning that have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

SECTION 5.

Any person, firm, or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be fined not more than Two Thousand Dollars (\$2,000.00). Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION 6.

The City Secretary of the City of Crowley is hereby directed to publish in the official newspaper

of the City of Crowley, the caption, penalty clause, and effective date clause of this ordinance as authorized by the City Charter and Section 52.013 of the Local Government Code.

SECTION 7.

This ordinance shall be in full force and effect from and after its passage and it is so ordained.

PASSED AND APPROVED this the 19th day of June, 2025.

CITY OF CROWLEY

Billy P. Davis, Mayor

ATTEST:

Carol Konhauser, City Secretary

APPROVED AS TO FORM:

Rob Allibon, City Attorney



City of Crowley, Texas City Council Agenda Report

Presenter: Kit Long	Meeting Date: June 19, 2025
Department: Police	Agenda Item: IV.2.
Subject: (a) Hold a public hearing on the Fiscal Year 2025-26 Proposed Budget for the City of Crowley Crime Control and Prevention District. (b) Discuss and consider approval/adoption of the Crime Control and Prevention District (CCPD) proposed FY 2025-26 Budget.	

Background:

Pursuant to the Texas Local Government Code Section 363.205, the governing body of the political subdivision that created the district shall hold a public hearing on the budget adopted by the CCPD Board of Directors 45 days prior to the fiscal year beginning. Section (d) states not later than the 30th day before the date the fiscal year begins, the governing body shall approve or reject the budget submitted by the board.

The Crowley Crime Control and Prevention District Board of Directors held the required public hearing and adopted the FY2025-26 budget on June 5, 2025.

Recommendation:

The Crowley CCPD Board of Directors, along with staff recommends approval of the CCPD FY 2025-26 Budget.

Financial Information:

See proposed FY2025-26 budget for proposed expenditures.

Attachments:

1. CCPD 25-26 Budget

Crime Control & Prevention District Budget 2025-26		
Revenue:		
Sales Tax Revenue	\$	1,690,454
Interest Income		10,000
Total Income		\$ 1,700,454
Expenses:		
Bond Payments		
2024 Bond		
Principal	\$	85,000
Interest		105,325
		\$ 190,325
<u>Recurring Costs:</u>		
Full Time Salaries	\$	341,349
Overtime		8,000
Longevity		3,038
Cash Option		2,168
Fica		24,164
Medicare		5,651
TMRS		49,069
Insurance		35,259
<i>Total Personnel Costs</i>		\$ 468,698
Service Contracts		
Motorola Solutions Software		32,457
Fort Worth SUA		12,615
Johnson County Broadband contract		37,028
Axon Five Year maintenance/license contract		65,626
VistaCom Voice Logger maintenance contract		43,968
Spectrum Internet		19,805
Mentalix (fingerprint machine)		5,960
Personnel Background Investigations Services		4,000
TPCA Best Practices		2,000
Flock Safety		18,000
LEFTA (SHIELD)		6,340
Vector		2,334
Acronis		300
<i>Total Service Contracts</i>		250,433
Materials and Supplies		
CCPC Admin Materials		2,500
Recruiting/Selection Process Exams		6,650
ID cards		1,000
Uniforms, Equipment		500
<i>Total Materials & Supplies</i>		10,650
Mobile Phones		600
Dues and Memberships		600
Training and Travel		5,300
Ammunition (for Training)		21,184
City Event OverTime (includes COF)		35,190
Office of Community Outreach Programs		24,980
<i>Total Other</i>		87,854
Subtotal Programs & Recurring Costs		\$ 817,634
<u>Equipment and One Time Costs:</u>		
Patrol Vehicles (2)		189,915
Flock Cameras (4)		14,600
Subtotal Equipment and One Time Purchases		\$ 204,515
Total Expenses		\$ 1,212,474
Revenues over (under) expenses		\$ 487,980
<u>Detail of Programs:</u>		
		2025-26
1	Citizens On Patrol Program	4,000
2	Youth Activity Center Programs	-
3	Crowley Area Teen Community Helpers/Adult Supervision	-
4	Citizens Police Academy	500
5	National Night Out	9,900
6	Crime Prevention Materials	1,500
7	Bicycle/Skateboard Safety Program	2,500
8	Bike/ATV Patrol	1,000
9	Alliance for Children	5,580
Total Programs		\$ 24,980



City of Crowley, Texas City Council Agenda Report

Presenter: Lori Watson	Meeting Date: June 19, 2025
Department: City Secretary	Agenda Item: V.1.
Subject: Discuss and consider canceling the regularly scheduled City Council Meeting on Thursday, July 3, 2025, and instead calling a Special City Council Meeting to be held on Tuesday, July 1, 2025.	

Background:

The 4th of July Federal Holiday is Friday, July 4, 2025. As many people may be planning to be out of town for the week of 4th of July, along with the planning of the celebration of freedom, staff is requesting Council consider canceling the regularly scheduled July 3, 2025 council meeting and instead announce a Special Called Meeting for July 1, 2025.

Recommendation:

Staff recommends council consider canceling the meeting on Thursday, July 3, 2025 and call a Special Meeting for Tuesday, July 1, 2025.

If approved, staff will place information on the City Website Calendar, Newsflash and publish on Social Media, giving ample notice to the citizens.

Financial Information:

None

Attachments:

None



City of Crowley, Texas City Council Agenda Report

Presenter: Heather Gwin	Meeting Date: June 19, 2025
Department: Finance	Agenda Item: V.2.
Subject: Discuss and consider approval of a 3-year contract (2025-2027) with Tarrant County Tax Assessor for the collection services of Ad Valorem Taxes levied by the City and authorizing the Mayor to execute said contract.	

Background:

Attached is the contract with Tarrant County Appraisal District for the billing and collection of taxes. Rates for services within Tarrant County are increasing from ninety-eight cents (\$.98) to one dollar and seven cents (\$1.07) per account, and rates outside of Tarrant County will remain the same.

The services rendered include daily, monthly and yearly report processing and access; bill and collect taxes due on property; providing all necessary assessments of taxes and Truth in Taxation calculations as required.

Recommendation:

Staff recommends approval of the 3-year contract with Tarrant County Tax Office for 2025-2027.

Financial Information:

Services provided by Tarrant County, is proposed at a rate of one dollar and seven cents (\$1.07) per account, located within Tarrant County, and two dollars (\$2.00) per account located outside Tarrant County. The rate for accounts within Tarrant County increased by nine cents (\$.09) per account.

Attachments:

1. Agreement for Collection of Taxes

STATE OF TEXAS

§
§
§
§

Agreement for Collection of Taxes

COUNTY OF TARRANT

Agreement made this ____ day of _____, 2025, by and between the Tarrant County Tax Assessor/Collector, hereinafter referred to as **ASSESSOR/COLLECTOR**, and Tarrant County, hereinafter referred to as the **COUNTY**, both of whom are addressed at 100 E. Weatherford Street, Fort Worth, Texas 76196-0301, and the City of Crowley hereinafter referred to as **CITY**, whose address is 201 E Main St, Crowley, TX 76036.

PURPOSE OF AGREEMENT

The purpose of this Agreement is to state the terms and conditions under which the ASSESSOR/COLLECTOR will provide assessment and collection services of Ad Valorem taxes levied by the CITY.

NOW THEREFORE, in consideration of the mutual promises herein contained, the parties hereto agree as follows:

I.

SERVICES TO BE PERFORMED

The ASSESSOR/COLLECTOR agrees to bill and collect the taxes due and owing on taxable property upon which the CITY has imposed said taxes. The ASSESSOR/COLLECTOR shall perform the said services in the same manner and fashion as Tarrant County collects its own taxes due and owing on taxable property. The services performed are as follows: receiving the Certified Appraisal Roll from the appropriate Appraisal District and monthly changes thereto; providing mortgage companies, property owners and tax representatives, tax roll and payment data; providing all necessary assessments of taxes and Truth in Taxation calculations as required; the transmittal of tax statements via the U.S. Mail or electronic transfer of data; and payment processing. All CITY disbursements, made by check or by electronic transfer (ACH), for collected tax accounts will be made to the CITY on the day the COUNTY Depository Bank indicates the mandatory assigned "float" period has elapsed and the funds are posted to the collected balance. If any daily collection total is less than one hundred dollars (\$100.00), the disbursement may be withheld until the cumulative total of taxes collected for the CITY equals at least one hundred dollars (\$100.00), or at the close of the month.

II.

REPORTS

The ASSESSOR/COLLECTOR will provide the City of Crowley the following reports via internet access:

Daily:	Entity Distribution Report
Monthly:	Assessment Roll Summary (Totals Only) Year-to-Date Summary Report Detail Collection Summary Report Distribution Summary Report Detail Collection Summary by Year Entity Revenue and Expense Reports – as required by Property Tax Code Sec 31.10 Delinquent Tax Attorney Tape, which includes Assessments
Annual:	Certified Tax Roll Paid Assessment Roll Delinquent Assessment Roll Current Assessment Roll

The following weekly reports are available upon request only and provided via email:

Weekly:	Detail Collection Summary Report Detail Collection Summary by Year
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III.
COMPENSATION

In consideration of the services to be performed by the ASSESSOR/COLLECTOR, CITY will compensate the ASSESSOR/COLLECTOR for the services rendered at a rate of one dollar and seven cents (\$1.07) per account located within Tarrant County, two dollars (\$2.00) per account located outside Tarrant County, and two dollars (\$2.00) per account for Special Assessments (PIDs, MUDs, MMDs, BIDs). The ASSESSOR/COLLECTOR reserves the right to increase these rates for services performed by no more than 3% per year at its sole discretion for the duration of this contract. If the ASSESSOR/COLLECTOR institutes such an increase, the increase will begin as of October 1, 2026, for the duration of that collection year. Further increases will be reviewed and instituted on an annual basis. The number of accounts billed will be based on the ending number of accounts on the certified roll as of September 30th for the previous year as provided by the Appraisal District. The ASSESSOR/COLLECTOR will invoice for these accounts by **January 31 of each contract year** with payment to be received from the CITY by **February 28 of each contract year**. The scope of services identified in this contract does not include the administration of a rollback election. In the event of a successful rollback election, these costs incurred by the Tarrant County Tax Office will be separately identified, billed, and paid by the entity.

IV.
AUDITS

The ASSESSOR/COLLECTOR will provide to the CITY auditor necessary explanations of all reports and access to ASSESSOR/COLLECTOR in-house tax system computer terminals to assist the CITY auditor in verifying audit samples of the financial data previously provided by the ASSESSOR/COLLECTOR during the past audit period. Additional support for entity verification or entity auditor verification is not a part of this contract. Each request for support will be reviewed individually. Costs for providing audit support will be determined by the ASSESSOR/COLLECTOR and will be charged to and must be paid by the CITY.

V.
TAX RATE REQUIREMENT

The CITY will provide the ASSESSOR/COLLECTOR copies of the resolution, ordinance, or order signed by the governing body adopting the CITY'S current tax rate and exemption schedule to be applied for assessing purposes along with a copy of the rate calculation worksheets, if applicable, by the third Monday in September of each year of the contract. Under authority of Section 31.01 (h) of the Property Tax Code, any additional cost of printing and mailing tax statements because of late reporting of the tax rate or the exemption schedule will be charged to and must be paid by the CITY. Any additional cost or expense requiring recalculation or rebilling due to an inaccurate or erroneous tax rate provided by City of Crowley will be paid by City of Crowley.

The tax rate and the exemption schedule for each of the last five (5) years in which an ad valorem tax was levied, or all prior years where there remains delinquent tax, must be furnished in writing to the ASSESSOR/COLLECTOR at the time of the initial contract.

VI.
**COMPLIANCE WITH APPLICABLE
STATUTES, ORDINANCES, AND REGULATIONS**

In performing the services required under this Agreement, the ASSESSOR/COLLECTOR shall comply with all applicable federal and state statutes, final Court orders and Comptroller regulations. If such compliance is impossible for reasons beyond its control, the ASSESSOR/COLLECTOR shall immediately notify the CITY of that fact and the reasons therefore.

VII.
DEPOSIT OF FUNDS

All funds collected by the ASSESSOR/COLLECTOR in the performance of the services stated herein for the CITY shall be promptly transferred to the account of the CITY at the CITY'S depository bank. All payments to entities will be made electronically by the automated clearing house (ACH). The ASSESSOR/COLLECTOR has no liability for the funds after initiation of the ACH transfer of the CITY'S funds from the COUNTY Depository to the CITY'S designated depository. ASSESSOR/COLLECTOR has the authority to temporarily suspend payments to City of Crowley due to unforeseen or unanticipated circumstances.

VIII.
INVESTMENT OF FUNDS

The CITY hereby agrees that the COUNTY, acting through the COUNTY Auditor, may invest collected ad valorem tax funds of the CITY during the period between collection and payment. The COUNTY agrees that it will invest such funds in compliance with the Public Funds Investment Act. The COUNTY further agrees that it will pay to the CITY all interest or other earnings attributable to taxes owed to the CITY. All parties agree that this Agreement will not be construed to lengthen the time period during which the COUNTY or the ASSESSOR/COLLECTOR may hold such funds before payment to the CITY.

IX.
REFUNDS

Refunds will be made by the ASSESSOR/COLLECTOR except as set forth herein. The ASSESSOR/COLLECTOR will advise the CITY of changes in the tax roll which were mandated by the appropriate Appraisal District.

The ASSESSOR/COLLECTOR will not make refunds on prior year paid accounts unless the prior year paid accounts for the past five (5) years are provided to the ASSESSOR/COLLECTOR.

If the amount of refunds processed for City of Crowley exceeds collections for City of Crowley, City of Crowley will be placed in a negative status and no distributions will be made to City of Crowley until collections exceed the negative balance.

All refunds of overpayments or erroneous payments due, but not requested, and as described in Section 31.11 of the Texas Property Tax Code, will after three years from the date of payment, be proportionately disbursed to those entities contracting with the ASSESSOR/COLLECTOR. The contract must have been in force, actual assessment and collection functions begun and the tax account was at the time of the over or erroneous payment within the CITY'S jurisdiction. The proportional share is based upon the CITY'S percent of the tax account's total levy assessed at the time of receipt of the over or erroneous payment.

In the event any lawsuit regarding the collection of taxes provided for in this agreement to which the CITY is a party, is settled or a final judgment rendered, and which final judgment is not appealed, and the terms of such settlement agreement or final judgment require that a refund be issued by the CITY to the taxpayer, such refund shall be made by ASSESSOR/COLLECTOR by debiting funds collected by ASSESSOR/COLLECTOR on behalf of the CITY and remitting such refund to the taxpayer in conformity with the terms of the settlement agreement or final judgment.

X.
DELINQUENT COLLECTIONS

The ASSESSOR/COLLECTOR will assess and collect the collection fee pursuant to Sections, 33.07, 33.08, 33.11 and 33.48 of the Property Tax Code, when allowed. The ASSESSOR/COLLECTOR will collect attorney fees that are specified by the CITY through written agreement with a delinquent collection Attorney. The ASSESSOR/COLLECTOR will disburse the amount directly to the Firm under contract to the CITY.

If the delinquent collection Attorney contracted by the CITY requires attendance of ASSESSOR/COLLECTOR personnel at a court other than the District Courts in downtown Fort Worth, and the COUNTY is not a party, the employee's expenses and proportionate salary will be the responsibility of the CITY and will be added to the collection expenses and charged to the CITY.

The ASSESSOR/COLLECTOR will not be responsible for the collection of prior year delinquent accounts unless all delinquent accounts information is provided to the ASSESSOR/COLLECTOR.

XI.
TERM OF AGREEMENT

This Agreement shall become effective as of the date hereinabove set out, and shall continue in effect through the 2027 tax year, unless sooner terminated by providing sixty (60) day written notice, as outlined in paragraph XII.

XII.
NOTICES

Any notices to be given hereunder by either party to the other may be effected by e-mail, or in writing, either by personal

delivery or by mail, registered or certified, postage prepaid with return receipt requested. Mailed notices shall be addressed to the address of the parties as they appear in the introductory paragraph of this Agreement, but each party may change this address by notice in accordance with this paragraph.

XIII.
MISCELLANEOUS PROVISIONS

This instrument hereto contains the entire Agreement between the parties relating to the rights herein granted and obligations herein assumed. Any oral representations or modifications concerning this instrument shall be of no force or effect.

This Agreement shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Tarrant County, Texas.

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective legal representatives and successors.

In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or enforceability shall not affect any other provision hereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained.

This Agreement and the attachments hereto constitutes the sole and only agreement of the parties hereto and supersedes any prior understandings or written or oral agreements between the parties respecting the within subject matter.

Executed on the day and year first above written, Tarrant County, Texas.

BY: _____ **DATE** _____
RICK BARNES
TAX ASSESSOR/COLLECTOR
TARRANT COUNTY
RDBarnes@tarrantcountytexas.gov

FOR CITY OF CROWLEY:

BY: _____ **DATE** _____
TITLE: _____
EMAIL: _____

FOR TARRANT COUNTY:

BY: _____ **DATE** _____
TIM O'HARE
TARRANT COUNTY JUDGE

APPROVED AS TO FORM:

BY: _____ **DATE** _____
CRIMINAL DISTRICT ATTORNEY'S OFFICE*

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.



City of Crowley, Texas City Council Agenda Report

Presenter: Heather Gwin	Meeting Date: June 19, 2025
Department: Finance	Agenda Item: V.3.
Subject: Discuss and Consider the adoption of Ordinance 06-2025-565, an Ordinance of the City Council of the City of Crowley, Texas, amending the solid waste rate fees in Appendix A, Schedule of Rates, Fees, and Charges of the Code of Ordinances; providing that this ordinance shall be cumulative of all ordinances; providing a severability clause; providing for publication; and providing an effective date.	

Background:

On June 5, 2025, the City Council approved a contract with Waste Connections Lone Star, Inc. to provide residential solid waste and recycling services. The new contract necessitates an amendment to the City's fee schedule to align with the updated pricing structure.

Recommendation:

Staff recommends approval of Ordinance 06-2025-565.

Financial Information:

The rate increase is \$2.71 plus an administrative fee of \$1.00 for a total increase of \$3.71 per household. The total cost for solid waste would increase from \$16.29 to \$20.00 per household. The cost of an additional container is \$7.00 per month.

Attachments:

1. Ordinance 06-2025-565 Solid Waste Fee Schedule

ORDINANCE NO. 06-2025-565

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CROWLEY, TEXAS, AMENDING APPENDIX A, SCHEDULE OF RATES, FEES AND CHARGES, OF THE CODE OF ORDINANCES BY AMENDING SECTION (19) SOLID WASTE RATES; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Crowley, Texas, 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 fee schedule of the City of Crowley, has been codified as Appendix A of the Crowley Code of Ordinances; and

WHEREAS, Appendix A of the Code of Ordinances establishes various fees for City services associated with the administration, investigation, and implementation of ordinances and regulations applicable to development and other activities; and

WHEREAS, the City Council now desires to amend its schedule of fees by amending the fees listed in Section (19), “Solid Waste”, of Appendix A: Schedule of Rates, Fees and Charges, as shown below;

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

SECTION 1.

That Section (19) Solid waste rates, in Appendix A: Schedule of Rates, Fees and Charges of the Code of Ordinances of the City of Crowley, Texas, be and is hereby corrected as follows:

(19) *Solid waste.*

Single-family residential, duplex and manufactured homes	\$16.29 \$20.00 per month
Additional Trash Container	\$7.00 each additional container
Recycle bin	First bin no charge; \$5.00 each additional bin
Commercial/industrial	Contract with company of their choosing

SECTION 2.

All other sections and subsections of Appendix A, Schedule of Rates, Fees and Charges are to remain as.

SECTION 3.

This ordinance shall be cumulative of all provisions of ordinances of the City of Crowley, Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

SECTION 4.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 5.

The City Secretary of the City of Crowley is hereby directed to publish in the official newspaper of the City of Crowley, the caption, penalty clause, and effective date clause of this ordinance as authorized by the City Charter and Section 52.013 of the Local Government Code.

SECTION 6.

This ordinance shall be in full force and effect on July 1, 2025, and it is so ordained.

PASSED AND APPROVED ON THIS 19th DAY OF June 2025.

CITY OF CROWLEY, TEXAS

Mayor, Billy P. Davis

ATTEST:

Carol Konhauser, City Secretary

APPROVED AS TO FORM:

Rob Allibon, City Attorney



City of Crowley, Texas City Council Agenda Report

Presenter: Carol Konhauser	Meeting Date: June 19, 2025
Department: City Secretary	Agenda Item: V.4.
Subject: Discuss and consider a special event permit application submitted by Devonne Taylor on behalf of Kreatio Outreach to hold a worship service in Bicentennial Park on June 29, 2025 from 2:00pm till 7:30pm.	

Background:

Ms Devonne Taylor submitted a special event permit application to hold a worship service in Bicentennial Park on June 29, 2025 from 2:00pm to 7:30pm. She has rented the stage. They will set up a canopy in front of the stage, along with a 3-piece band and speakers. Insurance certificate is attached.

Recommendation:

Staff recommend council consideration.

Financial Information:

None

Attachments:

1. Special Event Application
2. Insurance



Special Events Permit Application

City Secretary's Office
201 E Main Street
Crowley TX 76036
(817) 297-2201 ext 4000

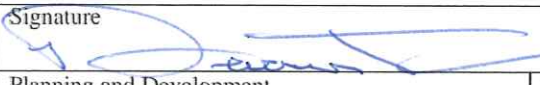
Permit applications shall be filed with the city secretary or designee for consideration on a first come first serve basis **not less than 21 days or more than 365 days before the date of the proposed use or activity.** In the event of a street closure, applications must be submitted not less than 45 days in advance. Due to the state department of transportation requirements, closure of any state highway for more than six (6) hours will require 90 days' advance notice to the city. The application will either be approved, approved with conditions, denied, or more information will be requested within five business days of submission to the city secretary. Due to the nature of some events, additional information may be requested. A deposit will be required for certain types of events. The deposits shall be set forth in the city fee schedule listed as Appendix A to the City of Crowley Code of Ordinances.

All applicants will be charged facility rental fees as appropriate and are expected to fully reimburse the City for all services related to event production which may include, but are not limited to, Police, Fire/EMS, Park and Facility Maintenance, Field Services, Sanitation, Street Engineering, Site Supervisors, Environmental, and all necessary permit fees including: Beer and Wine, Tent, Fireworks, Carnival, Sign, etc. Applicants are responsible for returning City facilities and parks their original condition. Daily fees will be assessed until all event equipment is removed from City premises. Full payment is due upon receipt of final invoice.

Section 1 – Applicant Information									
Name of Applicant (must be on site during the event) DEVONNE M. TAYLOR			Today's Date 6/10/25						
Address 9501 CYPRESS LAKE DR.		City CROWLEY	State TX	Zip 76036					
Phone Number		Cell Phone Number 502-533-5683							
Email JOHNSON10U5@YAHOO.COM									
Section 2 – Sponsoring Organization Information									
Corporation/Organization Name of D.B.A. Kreatio		Type of Organization ☐ For Profit ☒ Non-Profit ☐ Other:							
Name of Contact DEVONNE M. TAYLOR		Email: STEVEN@Kreatiooutreach.ORG							
Address 9501 CYPRESS LAKE DR.		City CROWLEY	State TX	Zip 76036					
Phone Number		Cell Phone Number 817-233-9560							
Section 2 – Event Information									
Name of Event WORSHIP IN THE PARK			Anticipated Daily Attendance 99						
Location of Event/physical address 900 E. Glendale St. Crowley TX 76036									
Property Owner		Owner Phone							
Owner Email:		Has the property owner given authorization to use property? ☐ Yes ☐ No							
Detailed Description of Event									
	Date	Time	Day of Week						
Setup	6/29/25	2:00 pm	☐ M	☐ T	☐ W	☐ Th	☐ F	☐ Sat	☒ Sun
Event Start	6/29/25	3:00 pm	☐ M	☐ T	☐ W	☐ Th	☐ F	☐ Sat	☒ Sun
Event End	6/29/25	7:00 pm	☐ M	☐ T	☐ W	☐ Th	☐ F	☐ Sat	☒ Sun
Teardown	6/29/25	7:30 pm	☐ M	☐ T	☐ W	☐ Th	☐ F	☐ Sat	☒ Sun
Additional Information:									

Application for Tent Permit

RESET FORM

Section 1 - Applicant Information				
Name of Applicant DEVONNE M. TAYLOR			Today's Date 6/10/25	
Address 9501 CYPRESS LAKE DR.		City CROWLEY	State TX	Zip 76036
Phone Number 502-533-5683		Cell Phone Number		
Email JOHNSONLOUS @ YAHOO.COM				
Section 2 - Person/Organization/Contractor Responsible for Erection of Tent				
Organization KREATIO				
Address 9501 CYPRESS LAKE DR.		City CROWLEY	State TX	Zip 76036
Phone Number N/A		Cell Phone Number 502-533-5683		
Email STEVEN @ Kreationoutreach.org				
Section 3 - Tent Information				
Location of Tent IN FRONT OF THE STAGE			Number of Tents 1	Zoning District
Purpose of Tent/Usage Description Sun Coverage				
Description of Tent (if multiple list details of each tent)				
Size (ft)	Area (sq ft)	Tent Separation (ft)	Side Walls	Additional Info
1. x			☐ Yes ☐ No	
2. x			☐ Yes ☐ No	
3. x			☐ Yes ☐ No	
4. x			☐ Yes ☐ No	
5. x			☐ Yes ☐ No	
Attach site plan which includes the following: 1. Accurate site plan with dimensions from property lines and other structures 2. Floor plan showing all required exits, no smoking signs, square footage and height of structure 3. Occupant Load per manufacturer guidelines 4. Membrane type and Fire Resistance Certification (must be attached) 5. Locations of fire extinguishers. 6. Location of parking 7. Location and distance of all heat producing equipment 8. Location and distance of all generators				
Date to be erected 6/29/25		Date to be taken down 6/29/25		
I hereby certify that I have received the property owners consent to erect a temporary tent at the above location for the period of time and purpose stated.				
I agree to meet requirements of the International Fire Code regarding tents and other membrane structures and all other regulations or ordinances of the City. I acknowledge that violations of any of the codes, regulations or ordinances will result in immediate revocation of this permit.				
Signature 			Date 6/29/25	
Planning and Development ☐ Approved ☐ Disapproved		Notes/Special Conditions:		
Fire Marshal ☐ Approved ☐ Disapproved		Notes/Special Conditions:		
Fee - Date Paid	Amount Paid	Permit Issued (Number)		

Section 3 – Event Features

Will there be an admission charge?	☐ Yes ☒ No	If yes, list all price categories below.
Will there be entertainment? <i>A complete list of entertainment will be required before final approval. Once approved, no changes may be made unless authorized.</i>	☒ Yes ☐ No	If yes, please attach a complete list of entertainment.
Will sound amplification be used at the event? Sound amplification:	☒ Yes ☐ No	If yes, explain below 2 SPEAKERS FOR A 3 PIECE BAND & SINGERS
Will merchandise and/or food items be sold? <i>Booths will need to be inspected and have proper food handling permits</i>	☐ Yes ☒ No	If yes, please attach a complete list of vendors.
Have you hired a licensed professional emergency medical service provider to manage your event's medical plan? If yes please list below. (Fee may be charged for Emergency Service personnel)	☐ Yes ☒ No	
Medical Service Provider	Phone	
Will the event include any of the following? (Indicate on site plan and/or vendor list)		
Tents or Canopies <i>Tents require temporary use permits issued by the city upon Fire Department review (additional fees may be applicable). Temporary tents must adhere to the International Fire Code</i>	☐ Yes ☒ No	Complete Tent Worksheet and attach with site plan
Inflatables <i>If inflatable exceeds 400 sq ft, additional permit is required</i>	☐ Yes ☒ No	Total Sq Ft:
Company	Contact name and phone	
Fireworks/Pyrotechnics <i>Fireworks/Pyrotechnics require permits from the City/Fire Department (additional fees may be applicable)</i>	☐ Yes ☒ No	
Temporary Fencing <i>Temporary fencing requires temporary use permits issued by the city (additional fees may be applicable).</i>	☐ Yes ☒ No	Provide accurate dimensions of fenced area on site plan.
Temporary restrooms or refuse collection provided? (All trash and debris must be removed)	☐ Yes ☒ No	
Company	Contact name and phone	
Carnival/Amusement Rides <i>A separate Special Use Permit may be required. (additional fees may be applicable)</i>	☐ Yes ☒ No	
Company	Contact name and phone	
Signs / Banners <i>A separate Sign Permit may be required. (additional fees may be applicable)</i>	☐ Yes ☒ No	
Company	Contact name and phone	
Will animals be used in conjunction with event?	☐ Yes ☒ No	If yes, describe below.
Description:		
Is this a run, walk or parade? If yes, attach a map identifying assembly location and route on site plan. (Fee may be charged for Public Service Personnel)	☐ Yes ☒ No	Must be submitted 21-days prior to event.

Section 4 – Roadways and Sidewalks

Does the event propose **using, closing or blocking** any of the following If yes, specify location and duration on site map.
(Fee may be charged for Public Service personnel)

City Streets	☐ Yes ☒ No	City Sidewalks	☐ Yes ☒ No
City Right-of-Ways	☐ Yes ☒ No	Public Parking Lots	☐ Yes ☒ No

Section 5 – Use of City Utilities (Fee may be charged for the use of City Utilities)

Will any City electric hookups be used?	Yes ☐ No ☒	Electric Location including amperage
Will any City water hookups be used?	Yes ☐ No ☒	Water Location(s)
Will waste water/gray water be generated?	Yes ☐ No ☒	Is so, how will it be disposed?

Section 6 – Alcohol

Will there be alcohol at the event?

☐ Yes ☒ No

At no time will alcohol be distributed or consumed in City Parks and/or streets to include Park Pavilions. All activities involving alcohol will require the presence of an off-duty City police officer. The applicant will be required to pay for an officer to be present for a minimum of 3 hours or the full amount of time that alcohol is served. Consumption of alcohol without the presence of an officer or a violation of the provision of the City Ordinances will result in forfeiture of the rental deposit.

The Texas Alcoholic Beverage Commission (TABC) requires specific and specialized permits for selling/serving alcohol. These permits will be based on the parameters and scope of the desired service and the type of event. Due to the numerous scenarios that may be involved in your event, it is impossible to outline the requirements in this application. **It is your responsibility** to contact the TABC office and speak to an Agent who will be the entity for permission and, if approved, provide the exact permit(s) required.

Permission by the City to hold a Special Event does not guarantee permission from TABC to serve/sell alcohol. Your event may be approved by the City but the service and selling of alcohol is the domain of the TABC and may be denied at their discretion.

Permission by the TABC to serve/sell alcohol at a Special Event does not guarantee permission of the City.

Will alcohol be provided free of charge?

☐ Yes ☒ No

To be considered "free," there cannot be an expectation of receiving money. You cannot charge for admission, ask for donations or accept tips. Doing so would constitute a sale of alcohol and would require a Texas Alcohol Beverage Commission and City Permit.

Will you be charging an entrance or registration fee?

☐ Yes ☒ No

Will the alcohol be sold?

☐ Yes ☒ No

If you answered Yes, a Texas Alcohol Beverage Commission and City Permit will be required.

TABC License # _____ Expiration _____

Section 11 – Insurance Requirements

The City of Crowley has established insurance requirements for those facility users, vendors and contractors entering into agreements with the City for the purpose of special events and activities. Before commencing use or services under an agreement with the City of Crowley a certificate of insurance that complies with the requirements referenced below must be furnished.

All special event applicants shall name the City of Crowley as an "Additional Insured" on all policies, and shall reflect this on a Certificate of Liability Insurance. A applicant shall obtain Certificates of Liability Insurance from all vendors participating in this event unless covered under the applicant's insurance policy. Separate Certificates of Insurance Liability shall be provided by all carnival and amusement companies and firework production companies and shall name the City of Crowley as "Additional Insured." Additional coverage may be required depending upon the nature and scope of the event. The City of Crowley reserves the right to evaluate the liability of each event and assess the required insurance limits. Event permits will not be issued until all insurance requirements are satisfactorily met.

The certificate must show:

1. The City of Crowley as "Additional Insured."
2. General Liability Including:
 - Bodily injury
 - Property damage
 - Medical Expense
 - Personal Injury

Organized League Play

Any organization or group who is renting an athletic field for the purpose of organized league play must provide the following documents:

1. Certificate of Liability Insurance. The city and the group or organization must be co-insured by the policy. The policy must include a minimum of \$500,000.00 per incident, with not less than \$1,000,000.00 aggregate with the same remaining in effect for the term of this agreement. Failure to maintain such insurance shall be cause for immediate cancellation of event/reservation;
2. Health permit (if renting concession stand);
3. Player insurance;
4. State Charter;
5. Bylaws;
6. Schedule; and
7. Emergency contact information.

Section 12 – Compliance with Laws and City Ordinances

1. The applicant will clean the grounds, remove equipment, and restore the permitted site after the event.
2. The applicant is responsible for providing parking assistance if required.
3. Adequate policing for crowd control must be provided by applicant. Off duty officers are available by calling 817-297-2276.
4. The applicant will not nail, staple, or otherwise attach any event-connected signs to any guard post, sign post, utility pole or tree.
5. Admission to the event will not be limited to membership nor will any discrimination be made against a person because of race, creed, sex, color, age, or national origin in conducting the event. Admission to view the event will be open to the general public without discrimination on the grounds of race, color, religion, national origin, sex, or age. Participation in the event may be limited to members of the sponsoring group, provided that the group does not unlawfully discriminate against participation in the event on grounds of race, color, religion, national origin, sex, or age. Request for Special Event Application citing special circumstances for participation requiring gender or age discrimination must be accompanied by an exceedingly persuasive justification.
6. If necessary, the applicant will furnish a map showing the area where the special event is to be conducted.

Section 13 – Acknowledgement and Signature

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of event will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local ordinances regulating this type of event or the use of any land or buildings.

I hereby certify that I have received the property owners consent to utilize above location for the period of time and purpose stated.

I further understand that any deviation from this Application could result in the City closing down or canceling the Event. I understand that a Special Event Permit must be approved by the City of Crowley prior to the occurrence of this Event. The issuance of that permit is contingent upon the compliance with the Special Event Application and acceptance of all listed stipulations or conditions of the Special Event Permit.

Signature:

Date:

6/10/25

Section 13 – Acknowledgement and Signature

Included	N/A	
☐	☐	Certificate of Liability Insurance
☐	☐	Detailed Site Plan
☐	☐	Route Map
☐	☐	Amusement Ride Certification of Inspection
☐	☐	Tent Permit Application

Public Works

☐ Approved ☐ Denied Initials

Remarks

Fire Department

☐ Approved ☐ Denied Initials

Remarks

Police Department

☐ Approved ☐ Denied Initials

Remarks

Recreation Center

☐ Approved ☐ Denied Initials

Remarks

City Council

☐ Approved ☐ Denied Initials

Remarks



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/10/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Foresite Sports, Inc. DBA: Eventsured 3553 West Chester Pike #418 Newtown Square, PA 19073	CONTACT NAME: Eventsured Customer Service PHONE (A/C, No, Ext): 888-882-5902 E-MAIL ADDRESS: info@eventsured.com FAX (A/C, No): INSURER(S) AFFORDING COVERAGE INSURER A: Houston Casualty Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Kreatio Devonne Taylor 9501 Cypress Lake Dr. Crowley, TX 76036	NAIC # 42374

COVERAGES**CERTIFICATE NUMBER:** TM442341**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Host Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC	Y	H24SE00172/TM442341	06/29/2025 12:01AM	06/30/2025 2:01AM	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 1,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 DEDUCTIBLE \$ 0
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ HIRED AUTOS ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED ☐ RETENTION \$ ☐	☐ OCCUR ☐ CLAIMS-MADE				EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	☐ Y/N ☐ N/A				WC STATUTORY LIMITS ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional Insureds must be venue managers or municipalities and are added with respect to our insureds operations only. Waiver of Subrogation (WOS) and Primary & Non-Contributory (PNC) wording applies only when coverage is purchased by the insured, required by written contract and as indicated below. This coverage is with respect to the Religious Celebration to be held on 06/29/2025 - 06/29/2025 with 99 attendees at KREATIO 900 Bicentennial Park Crowley, TX 76036. Additional Insureds include: KREATIO 900 Bicentennial Park Crowley, TX 76036; The City Of Crowley 200 E. Main Street Crowley, TX 76036.

CERTIFICATE HOLDER**CANCELLATION**

The City of Crowley
200 E Main St
Crowley, TX 76036

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



City of Crowley, Texas City Council Agenda Report

Presenter: Molly Martin	Meeting Date: June 19, 2025
Department: City Manager	Agenda Item: V.5.
Subject: Discuss and consider approving EDC Budget Amendment #1 for FY 2024-2025, and approve the purchase of property not to exceed \$880,000.	

Background:

The EDC board approved the amendment to the 2024-25 Budget to purchase property.

Recommendation:

Staff recommends Council approve Budget Amendment #1 for FY 2024-25 EDC Budget.

Financial Information:

Attachments:

1. EDC Budget 2024-25 amended 061925

Economic Development Corporation
FY 2024-25 Budget

Budget Amendment #1

Fund Balance	\$	880,000
Purchase of Property		<u>880,000</u>
Difference	\$	-

Economic Development Corporation 2024-25 Budget

Revenues:

Sales Tax Revenue	\$	1,685,950	
Interest Income		8,000	
Fund Balance		880,000	
	Total Revenue		\$ 2,573,950

Expenses:

Salary Expense	237,756
Fica	14,741
Med	3,448
TMRS	29,934
Health insurance	21,513
Stability Pay	1,925
Office Supplies	1,000
Electric	600
Water	500
Training	18,000
Ground Lease (parking lot)	15,000
Professional Fees	3,500
Attorney Fees	10,000
Other Outside Services	20,100
Mobile Telephone Services	1,800
Advertising & Promotional Exp	6,000
Service Contracts	42,000
Subscriptions & Publications	25,000
Dues & Memberships	4,440
Printing & Reproduction	3,000
Plaza Events	90,595
Plaza Maintenance (Dog Park)	7,200
Other Materials & Supplies	3,400
Total	561,452

Bond Payments

Revenue Bond 2016 Principal	150,000
Revenue Bond 2016 Interest	57,450
2018 CO Bond Principal	175,000
2018 CO Bond Interest	122,125
2020 CO Bond Principal	120,000
2020 CO Bond Interest	91,900
Paying Agent Fees	200
Total	716,475

One Time Purchases:

Digital Kiosk	2,260
Branding/Placemaking	13,500
Additional Christmas Decorations	150,000
Outdoor Games	12,572
Ice Skating Rink for Christmas Event*	8,778
Projection Mapping (Christmas Event)*	7,250
Crossing Directional Signage	8,984
Purchase of Property	880,000
Total	1,083,344

Total Expenses **\$ 2,361,271**

Revenues over (under) expenses	212,679
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Plaza Events

Adult Easter Egg Hunt	4,815
Main Street (May 4th, Glow in Dark Golf, foam truck, etc)	12,500
Movies on Main	1,500
Music on Main	23,000
Fall Festival	19,129
Christmas Event	29,651
Total	\$ 90,595

*If approved for Christmas Event in 2025, amount will need to double to pay for deposits.