



**Agenda
Crowley City Council
February 19, 2026
Regular Session - 7:00 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).

Regular Session - February 19, 2026 - 7:00 PM

I. Call to Order and Roll Call

II. Invocation and Pledge of Allegiance to the American and Texas Flags

"I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation, under God, indivisible, with Liberty and Justice for all."

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state, under God, one and indivisible."

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 February 5, 2026.

IV. City Business

1. Discuss and consider approving a Special Event Application submitted by Mr Steven Storrie to hold a Disc Golf Event on Friday, March 20, 2026 and Saturday, March 21, 2026.
2. Discuss and consider approval of Resolution R02-2026-480 authorizing submission of a Public Safety Cybersecurity grant application for the Public Safety Critical Systems Power Protection Project.
3. Accept and consider approval of the Crowley Police Department's 2025 Racial Profiling Report and the 2025 Department Annual Report.
4. Discuss and consider approval of Ordinance # **02-2026-587** amending Appendix A: Schedule of Rates, Fees and Charges of the Crowley City Code, to update certain building permit and planning and zoning-related fees
5. Discuss and consider adoption of Resolution R02-2026-479 declaring certain property as surplus to the City's needs; authorizing its sale; providing an effective date and authorizing staff to place surplus items for the city for auction.

6. Discuss and consider approval of the annual contract (March 1, 2026, through February 28, 2027) for the fire and ambulance service with Saint Francis Village and authorize the Mayor to execute said contract.

V. Public Comment

If you wish to make a public comment or discuss subjects not listed on the agenda, please fill out a (yellow) Visitor's Participation card and submit to the City Secretary. There will be no formal actions taken on subjects presented during public comments. Please NOTE council may NOT address or converse with you regarding a NON-AGENDA ITEM. The public comment period will only allow members of the public to present ideas and information to the City Officials and Staff.

VI. Items of Community Interest

Items of community interest include expressions of thanks, congratulations, or condolence; information regarding holiday schedules; honorary recognitions of city officials, employees or citizens; reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by a city official or employee; and announcements involving imminent threats to the public health and safety

VII. Executive Session

Pursuant to Chapter 551, Texas Government Code, the Council reserves the right to convene in Executive Session(s), from time to time as deemed necessary during this meeting for any posted agenda item to receive advice from its attorney as permitted by law, or to discuss the following: 1) Section 551.071 - Consultation with Attorney, 2) Section 551.072 - Deliberations about Real Property, 3) Section 551.074 - Personnel Matters, and 4) Section 551.087 - Business Prospect/Economic Development.

VIII. Reconvene and Take Action from Executive Session

Reconvene into open session and take any necessary action resulting from items posted and legally discussed in Closed Session.

IX. Adjournment

I, the undersigned authority, do hereby certify that this Agenda of the Crowley City Council Regular meeting to be held on February 19, 2026 at 7:00 PM is a true and correct copy posted on January 12, 2026 at 3:00pm at Crowley City Hall, a place convenient and readily accessible to the public at all times.

Carol C Cannady

Carol C. Cannady, 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: Carol Cannady	Meeting Date: February 19, 2026
Department: Administration	Agenda Item: III.1.
Subject: Discuss and consider approving the minutes from the work session and regular meeting held on February 5, 2026.	

Background:

Recommendation:

Financial Information:

None

Attachments:

1. 02052026 CC WS Minutes
2. 02052026 CC Reg Minutes

MINUTES OF THE CITY COUNCIL WORK SESSION HELD FEBRUARY 5, 2026. The City Council of the City of Crowley, Texas met in Work Session on Thursday, February 5, 2026, 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 6:30 p.m. City Secretary Carol Cannady 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, Council Member Scott Gilbreath, 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 Cannady

Police Chief, Kit Long

Planning and Comm Dev Director, Rachel Roberts

Public Works Director, Mike Rocamontes

EDC Director, Molly Martin

Asst Finance Director, Heather Gwin

HR Administrator, Lacy Duncan

Media Relations Coordinator, Jay Hinton

Downtown Events Coordinator, Julie Hepler

Absent: None

Non-Action Items for Discussion

1. Discuss the City's 75th Anniversary Celebration – Event Structure and Main Street Closure

Downtown Coordinator Julie Hepler explained staff has been planning a large, family-friendly celebration to mark the 75th anniversary of its incorporation. The event will serve as a citywide "birthday bash" focused on community pride, local history, and revitalizing the downtown area with safe and engaging activities for residents and visitors. The major feature of the celebration will be a carnival in the City parking lot west of Boo Ray's, featuring a Ferris wheel, rides, games, and food vendors. Additional activities throughout Crowley Crossing Plaza and nearby downtown locations will include live entertainment, the Crowley Market, children's activities, and a drone show. She explained that high attendance is expected and to ensure safe pedestrian movement between activity areas, staff was recommending temporarily closing Main Street from Roberts Road to Hampton Road during carnival operating hours on Saturday and Sunday. The proposed closure is intended to enhance public safety, improve pedestrian flow, and reduce potential vehicle-pedestrian conflicts.

City staff are continuing to develop the event plan and are seeking City Council direction regarding the proposed two-day event format and Main Street closure to help ensure a safe and successful 75th Anniversary Celebration.

Council members all concurred with the desire to hold the event on Saturday and Sunday, April

25-26, 2026 and to temporarily close Main Street.

Consent Agenda

1. Discuss and consider approving the minutes from the work session and regular meeting held on January 15, 2026.

No discussion

Public Hearings

1. Hold a public hearing, discuss, and consider approval of an ordinance requested by The Nehemiah Company to amend Ordinance No. 06-2018-332 (the Karis Planned Development District regulations). The proposed amendment would add a new “4-cluster” lot type and development standards, create a new 45 ft width lot type to allow front-entry garages, and modify the requirements for the 55 ft front-entry garage lots. **Case # ZCA-2025-004**

No discussion

City Business

1. Discuss and consider entering into an agreement with Crowley ISD's Career and Technical Education CTE Internship Program.

HR Administrator Lacy Duncan explained that the Crowley ISD Career & Technical Education Center offers specialized programs in areas such as Business, Hospitality and Tourism, Human Services, Information Technology, STEM, and Law/Public Services. She noted that students in these programs receive hands-on experience through internships and job-shadowing opportunities. Ms. Duncan further shared that the ISD is interested in launching an internship program that would place students in designated City departments on a scheduled, part-time basis. Under this arrangement, the City would provide supervision and guidance consistent with standard employee oversight. At this time, staff is exploring the possibility of assigning an intern to assist the Permits division.

2. Discuss and consider approval of a preliminary plat for Teeter Ranch, an approximately 67.59 acre tract in the John W Haynes Survey Abstract No. 774 and the Memucan Hunt Survey Abstract No. 763, Crowley, Tarrant County, and located south of FM 1187 and east of Hampton Rd. Case # PP-2025-002.

Planning and Community Development Director Rachel Roberts stated the City received a preliminary plat for the Teeter Ranch subdivision, but it did not meet current zoning requirements, specifically the required 7.5-foot interior side yard setback. The developer designed the lots using a 5-foot setback shown in the concept plan, which conflicts with the ordinance text that controls. The developer submitted a code amendment request to reduce the setback to 5 feet, which is scheduled for Planning & Zoning Commission consideration in February. However, state law requires action on the plat now. Because the current regulations remain in effect and other staff comments are unresolved, staff recommends denial. The applicant may reapply once the issues are addressed.

3. Discuss and consider approving an Interlocal agreement with the North Central Texas Council of Governments for a subscription to Nearmap

Planning and Community Development Director Rachel Roberts explained this agreement was not

necessary and requested it to be removed or no action taken.

4. Discuss and consider approval of Ordinance 02-2026-584, amending Chapter 82 "Traffic and Vehicles," Article V, "Parking, Stopping and Standing," Division 3, "No Parking; No Stopping or Standing, and Restricted Parking Zones," of the Code of Ordinances by adding a portion of Panchasarp Drive to Section 82-179 "Prohibited Parking."

No discussion

5. Discuss and consider Playground Lighting Improvements and Optional Surface Enhancements at Crowley Crossing

Downtown Coordinator Julie Hepler explained staff had identified inadequate lighting in the turf and playground areas at Crowley Crossing, where current illumination from a single nearby light pole provides minimal coverage and raises safety concerns. Because construction is already scheduled, this is a cost-effective opportunity to install additional lighting now rather than retrofit later. Proposed improvements include four lights under the playground shade canopy, one additional light pole in the turf area, and temporary construction fencing.

6. Discuss and consider adoption of Joint Resolution R02-2026-478 a Joint Resolution between the City of Crowley and the Crowley Independent School District Board of Trustees, to enter into an agreement to hold a joint election in precincts that can be served by common polling places and authorizing the Mayor to execute said agreement.

No discussion

7. Discuss and consider adoption of Ordinance 02-2026-585 an ordinance of the City Council of the City of Crowley, Texas, Ordering a General Election to be held on May 02, 2026; appointing an election judge and alternate judge, designating location of polling place; providing for dates; prescribing the hours; providing for an early voting ballot board; providing for the posting and publication of notice; and providing an effective date and authorize the Mayor to execute the Notice of Election.

No discussion

8. Discuss and consider approval of a Lease Agreement between Johnson County and the City of Crowley for the lease of an accessible voting unit (ES&S Express Vote) for Early Voting and Election Day Voting for the General Election to be held on May 2, 2026, and authorizing the Mayor to execute said agreement.

No discussion

Adjournment

As there was no further business, Mayor Billy Davis adjourned the meeting at 6:54 p.m.

ATTEST:

Billy Davis, Mayor

Carol C. Cannady, City Secretary

MINUTES OF THE CITY COUNCIL REGULAR SESSION HELD FEBRUARY 5, 2026. The City Council of the City of Crowley, Texas met in Regular Session on Thursday, February 5, 2026, 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 Cannady 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, Council Member Scott Gilbreath, 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 Cannady

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

Asst Finance Director, Heather Gwin

HR Administrator, Lacy Duncan

Media Relations Coordinator, Jay Hinton

Downtown Events Coordinator, Julie Hepler

Absent: None

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 work session and regular meeting held on January 15, 2026.

Council Member Jim Hirth made the motion to Approve consent agenda items as presented; second by Council Member Jerry Beck, council voted unanimously to approve the motion as presented. Motion carried 7-0.

Public Hearings

1. Hold a public hearing, discuss, and consider approval of an ordinance requested by The Nehemiah Company to amend Ordinance No. 06-2018-332 (the Karis Planned Development District regulations). The proposed amendment would add a new “4-cluster” lot type and development

standards, create a new 45 ft width lot type to allow front-entry garages, and modify the requirements for the 55 ft front-entry garage lots. **Case # ZCA-2025-004**

Mayor Davis opened the public hearing at 7:03 p.m. and invited anyone wishing to speak to come forward.

The Planning and Community Development Director Rachel Roberts explained that the Karis Planned Development (PD) district permits a variety of single-family lot types, with regulations outlined in Table B-2 of the PD ordinance. She stated that the developer is requesting amendments to the PD to: (1) allow front-entry garages on 45-foot-wide lots as a new lot type; (2) increase the minimum lot depth for 45-foot and 55-foot front-entry lots from 100 feet to 120 feet and increase the front setback to 25 feet; and (3) add a new “4-group cluster” lot type consisting of smaller lots, 35 feet wide and 60 feet deep, clustered around an alley.

She noted that staff support the proposed changes. Concerns regarding potential sidewalk blockage from front-entry garages have been addressed by increasing the front setback to 25 feet. Staff conditionally support the 4-group cluster lot type, provided the combined total of townhomes and 4-cluster units does not exceed 25% of the total lots within the district. The developer has agreed to this limitation.

She further stated that the Planning & Zoning Commission conducted a public hearing, received limited public comment, and voted to recommend approval of the amendments.

Mayor Davis closed the public hearing at 7:08 p.m.

Council Member Tina Pace made the motion to Approve Ordinance 02-2026-586 amending the Karis PD; second by Council Member Jim Hirth, council voted unanimously to approve the motion as presented. Motion carried 7-0.

City Business

1. Discuss and consider entering into an agreement with Crowley ISD's Career and Technical Education CTE Internship Program.

Council Member Jerry Beck made the motion to Approve entering into an agreement with the Crowley ISD CTE Internship Program; second by Council Member Jesse Johnson, council voted unanimously to approve the motion as presented. Motion carried 7-0.

2. Discuss and consider approval of a preliminary plat for Teeter Ranch, an approximately 67.59 acre tract in the John W Haynes Survey Abstract No. 774 and the Memucan Hunt Survey Abstract No. 763, Crowley, Tarrant County, and located south of FM 1187 and east of Hampton Rd. Case # PP-2025-002.

Council Member Jerry Beck made the motion to Disapprove the preliminary plat for Teeter Ranch, Case #PP-2025-002; second by Council Member Jesse Johnson, council voted unanimously to approve the motion as presented. Motion carried 7-0.

3. Discuss and consider approving an Interlocal agreement with the North Central Texas Council of Governments for a subscription to Nearmap

This agenda item was removed; no action taken

4. Discuss and consider approval of Ordinance 02-2026-584, amending Chapter 82 "Traffic and Vehicles," Article V, "Parking, Stopping and Standing," Division 3, "No Parking; No Stopping or Standing, and Restricted Parking Zones," of the Code of Ordinances by adding a portion of Panchasarp Drive to Section 82-179 "Prohibited Parking."

Council Member Jim Hirth made the motion to Approve Ordinance 02-2026-584; second by Council Member Jerry Beck, council voted unanimously to approve the motion as presented. Motion carried 7-0.

5. Discuss and consider Playground Lighting Improvements and Optional Surface Enhancements at Crowley Crossing

Council Member Matt Foster made the motion to Approve the Playground Lighting Improvement and surface enhancement at Crowley Crossing; second by Council Member Scott Gilbreath, council voted unanimously to approve the motion as presented. Motion carried 7-0.

6. Discuss and consider adoption of Joint Resolution R02-2026-478 a Joint Resolution between the City of Crowley and the Crowley Independent School District Board of Trustees, to enter into an agreement to hold a joint election in precincts that can be served by common polling places and authorizing the Mayor to execute said agreement.

Council Member Jesse Johnson made the motion to Approve Resolution R02-2026-478; second by Council Member Matt Foster, council voted unanimously to approve the motion as presented. Motion carried 7-0.

7. Discuss and consider adoption of Ordinance 02-2026-585 an ordinance of the City Council of the City of Crowley, Texas, Ordering a General Election to be held on May 02, 2026; appointing an election judge and alternate judge, designating location of polling place; providing for dates; prescribing the hours; providing for an early voting ballot board; providing for the posting and publication of notice; and providing an effective date and authorize the Mayor to execute the Notice of Election.

Council Member Matt Foster made the motion to Approve Ordinance 02-2026-585; second by Council Member Scott Gilbreath, council voted unanimously to approve the motion as presented. Motion carried 7-0.

8. Discuss and consider approval of a Lease Agreement between Johnson County and the City of Crowley for the lease of an accessible voting unit (ES&S Express Vote) for Early Voting and Election Day Voting for the General Election to be held on May 2, 2026, and authorizing the Mayor to execute said agreement.

Council Member Jim Hirth made the motion to Approve the lease agreement between Johnson County and the City of Crowley for accessible voting equipment; second by Council Member Tina Pace, council voted unanimously to approve the motion as presented. Motion carried 7-0.

Public Comment

Terri Horn, Crowley Chamber of Commerce, announced Mimosa Center open house on Sat, February

21, 2026 and the quarterly luncheon on March 26, 2026.

Items of Community Interest

Downtown Coordinator Julie Hepler reminded everyone to get their tickets for the Big Smoke Show March 7, 2026

Executive Session

N/A

Reconvene and Take Action from Executive Session

N/A

Adjournment

As there was no further business, Mayor Billy Davis adjourned the meeting at 7:25 p.m.

ATTEST:

Billy Davis, Mayor

Carol C. Cannady, City Secretary



City of Crowley, Texas City Council Agenda Report

Presenter: Carol Cannady	Meeting Date: February 19, 2026
Department: City Secretary	Agenda Item: IV.1.
Subject: Discuss and consider approving a Special Event Application submitted by Mr Steven Storrie to hold a Disc Golf Event on Friday, March 20, 2026 and Saturday, March 21, 2026.	

Background:

Mr Steven Storrie is requesting to hold a Disc Event on March 20 - Mar 21 in Bicentennial Park. There will be two different tournaments; Friday will be a casual tournament and Saturday will be Shotgun Start Event with different divisions. Both tournament registrations will be open to the public.

The requestor has completed all required League/Tournament Contracts with the Recreation Center.

City Secretary has not received proof of insurance, but the requestor is aware it must be provided prior to the event.

Recommendation:

Recommend approval of the Special Event Permit contingent on receiving proof of insurance

Financial Information:

None

Attachments:

1. Special Event Application Disc Golf



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) Steven Storrie			Today's Date 1/16/26						
Address 2150 N Josey LN, STE #229		City Carrollton	State TX	Zip 75006					
Phone Number 940-453-0197		Cell Phone Number 940-453-0197							
Email									
Section 2 – Sponsoring Organization Information									
Corporation/Organization Name of D.B.A. Dynamic Discs Lewisville, LLC.		Type of Organization ☒ For Profit ☐ Non-Profit ☐ Other:							
Name of Contact Steven Storrie		Email: Stevo@DynamicDiscs.com							
Address 2150 N Josey Ln, STE #229		City Carrollton	State TX	Zip 75006					
Phone Number (940-453-0197		Cell Phone Number 940-453-0197							
Section 2 – Event Information									
Name of Event Dynamic Discs Flex Start Friday @ Crowley			Anticipated Daily Attendance 25						
Location of Event/physical address Bicentennial Park Disc Golf Course - 900 E Glendale Street, Crowley, TX 76036									
Property Owner City of Crowley		Owner Phone							
Owner Email:		Has the property owner given authorization to use property? ☐ Yes ☐ No							
Detailed Description of Event This is a casual disc golf event. This is open to the public. The course does not need to be shut down for exclusive use.									
	Date	Time	Day of Week						
Setup	3/20/26	7:00AM	☐ M	☐ T	☐ W	☐ Th	☒ F	☐ Sat	☐ Sun
Event Start	3/20/26	8:00AM	☐ M	☐ T	☐ W	☐ Th	☒ F	☐ Sat	☐ Sun
Event End	3/20/26	1:00PM	☐ M	☐ T	☐ W	☐ Th	☒ F	☐ Sat	☐ Sun
Teardown	3/20/26	1:00PM	☐ M	☐ T	☐ W	☐ Th	☒ F	☐ Sat	☐ Sun
Additional Information:									

Section 3 – Event Features		
Will there be an admission charge?	☒ Yes ☐ No	If yes, list all price categories below.
All participants will be charged \$15 to play in the event.		
Will there be entertainment?	☐ Yes ☒ No	If yes, please attach a complete list of entertainment.
<i>A complete list of entertainment will be required before final approval. Once approved, no changes may be made unless authorized.</i>		
Will sound amplification be used at the event?	☐ Yes ☒ No	If yes, explain below
Sound amplification:		
Will merchandise and/or food items be sold?	☐ Yes ☒ No	If yes, please attach a complete list of vendors.
<i>Booths will need to be inspected and have proper food handling permits</i>		
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	☐ Yes ☒ No	Complete Tent Worksheet and attach with site plan
<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>		
Inflatables	☐ Yes ☒ No	Total Sq Ft:
<i>If inflatable exceeds 400 sq ft, additional permit is required</i>		
Company	Contact name and phone	
Fireworks/Pyrotechnics	☐ Yes ☒ No	
<i>Fireworks/Pyrotechnics require permits from the City Fire Department (additional fees may be applicable)</i>		
Temporary Fencing	☐ Yes ☒ No	
Provide accurate dimensions of fenced area on site plan. <i>Temporary fencing requires temporary use permits issued by the city (additional fees may be applicable).</i>		
Temporary restrooms or refuse collection provided?	☐ Yes ☒ No	
<i>(All trash and debris must be removed)</i>		
Company	Contact name and phone	
Carnival/Amusement Rides	☐ Yes ☒ No	
<i>A separate Special Use Permit may be required. (additional fees may be applicable)</i>		
Company	Contact name and phone	
Signs / Banners	☐ Yes ☒ No	
<i>A separate Sign Permit may be required. (additional fees may be applicable)</i>		
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?	☐ Yes ☒ No	
If yes, attach a map identifying assembly location and route on site plan. Must be submitted 21-days prior to event. (Fee may be charged for Public Service Personnel)		

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
			N/A
Will any City water hookups be used?	Yes	No	Water Location(s)
			N/A
Will waste water/gray water be generated?	Yes	No	Is so, how will it be disposed?
			N/A

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 pplicant 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.

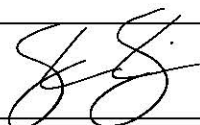
Section 13 – Acknowledgement and Signature

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:

1/16/26

Section 13 – Acknowledgement and Signature

Included

N/A

☐
☐
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☐☐
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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

Application for Tent Permit

[RESET FORM](#)

Section 1 – Applicant Information					
Name of Applicant				Today's Date	
Address		City		State	Zip
Phone Number		Cell Phone Number			
Email					
Section 2 – Person/Organization/Contractor Responsible for Erection of Tent					
Organization					
Address		City		State	Zip
Phone Number		Cell Phone Number			
Email					
Section 3 - Tent Information					
Location of Tent				Number of Tents	Zoning District
Purpose of Tent/Usage Description					
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			Date to be taken down		
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	
Planning and Development ☐ Approved ☐ Disapproved			Notes/Special Conditions:		
Fire Marshal ☐ Approved ☐ Disapproved			Notes/Special Conditions:		
Fee - Date Paid		Amount Paid		Permit Issued (Number)	



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) Steven Storrie			Today's Date 1/16/26	
Address 2150 N Josey LN, STE #229		City Carrollton	State TX	Zip 75006
Phone Number 940-453-0197		Cell Phone Number 940-453-0197		
Email				
Section 2 – Sponsoring Organization Information				
Corporation/Organization Name of D.B.A. Dynamic Discs Lewisville, LLC.		Type of Organization ☒ For Profit ☐ Non-Profit ☐ Other:		
Name of Contact Steven Storrie		Email: Stevo@DynamicDiscs.com		
Address 2150 N Josey Ln, STE #229		City Carrollton	State TX	Zip 75006
Phone Number (940-453-0197		Cell Phone Number 940-453-0197		
Section 2 – Event Information				
Name of Event Dynamic Discs Presents the Spring Stampede			Anticipated Daily Attendance 25	
Location of Event/physical address Bicentennial Park Disc Golf Course - 900 E Glendale Street, Crowley, TX 76036				
Property Owner City of Crowley		Owner Phone		
Owner Email:		Has the property owner given authorization to use property? ☐ Yes ☐ No		
Detailed Description of Event This is a disc golf tournament. Shotgun start event. One day. This is open to the public.				
	Date	Time	Day of Week	
Setup	3/21/26	7:00AM	☐ M ☐ T ☐ W ☐ Th ☐ F ☒ Sat ☐ Sun	
Event Start	3/21/26	8:00AM	☐ M ☐ T ☐ W ☐ Th ☐ F ☒ Sat ☐ Sun	
Event End	3/21/26	4:00PM	☐ M ☐ T ☐ W ☐ Th ☐ F ☒ Sat ☐ Sun	
Teardown	3/21/26	4:00PM	☐ M ☐ T ☐ W ☐ Th ☐ F ☒ Sat ☐ Sun	
Additional Information:				

Section 3 – Event Features		
Will there be an admission charge?	☒ Yes ☐ No	If yes, list all price categories below. Admission will be \$65 per competitor who enters into the Saturday or Sunday competition.
Will there be entertainment?	☐ Yes ☒ No	If yes, please attach a complete list of entertainment. <i>A complete list of entertainment will be required before final approval. Once approved, no changes may be made unless authorized.</i>
Will sound amplification be used at the event?	☐ Yes ☒ No	If yes, explain below Sound amplification:
Will merchandise and/or food items be sold?	☐ Yes ☒ No	If yes, please attach a complete list of vendors. <i>Booths will need to be inspected and have proper food handling permits</i>
Have you hired a licensed professional emergency medical service provider to manage your event's medical plan? If yes please list below. <i>(Fee may be charged for Emergency Service personnel)</i>		
Medical Service Provider	Phone	
Will the event include any of the following? (Indicate on site plan and/or vendor list)		
Tents or Canopies	☐ Yes ☒ No	Complete Tent Worksheet and attach with site plan <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>
Inflatables	☐ Yes ☒ No	Total Sq Ft: <i>If inflatable exceeds 400 sq ft, additional permit is required</i>
Company	Contact name and phone	
Fireworks/Pyrotechnics	☐ Yes ☒ No	<i>Fireworks/Pyrotechnics require permits from the City Fire Department (additional fees may be applicable)</i>
Temporary Fencing	☐ Yes ☒ No	Provide accurate dimensions of fenced area on site plan. <i>Temporary fencing requires temporary use permits issued by the city (additional fees may be applicable).</i>
Temporary restrooms or refuse collection provided?	☐ Yes ☒ No	<i>(All trash and debris must be removed)</i>
Company	Contact name and phone	
Carnival/Amusement Rides	☐ Yes ☒ No	<i>A separate Special Use Permit may be required. (additional fees may be applicable)</i>
Company	Contact name and phone	
Signs / Banners	☐ Yes ☒ No	<i>A separate Sign Permit may be required. (additional fees may be applicable)</i>
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?	☐ Yes ☒ No	If yes, attach a map identifying assembly location and route on site plan. Must be submitted 21-days prior to event. <i>(Fee may be charged for Public Service Personnel)</i>

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. <i>(Fee may be charged for Public Service personnel)</i>		
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 N/A
Will any City water hookups be used?	Yes No	Water Location(s) N/A
Will waste water/gray water be generated?	Yes No	Is so, how will it be disposed? N/A

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 pplicant 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:

1/16/26

Section 13 – Acknowledgement and Signature

Included

N/A

☐
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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

Application for Tent Permit

[RESET FORM](#)

Section 1 – Applicant Information					
Name of Applicant				Today's Date	
Address		City		State	Zip
Phone Number		Cell Phone Number			
Email					
Section 2 – Person/Organization/Contractor Responsible for Erection of Tent					
Organization					
Address		City		State	Zip
Phone Number		Cell Phone Number			
Email					
Section 3 - Tent Information					
Location of Tent				Number of Tents	Zoning District
Purpose of Tent/Usage Description					
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			Date to be taken down		
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	
Planning and Development ☐ Approved ☐ Disapproved			Notes/Special Conditions:		
Fire Marshal ☐ Approved ☐ Disapproved			Notes/Special Conditions:		
Fee - Date Paid		Amount Paid		Permit Issued (Number)	



City of Crowley, Texas City Council Agenda Report

Presenter: Cristina Winner	Meeting Date: February 19, 2026
Department: IT	Agenda Item: IV.2.
Subject: Discuss and consider approval of Resolution R02-2026-480 authorizing submission of a Public Safety Cybersecurity grant application for the Public Safety Critical Systems Power Protection Project.	

Background:

Approval of this resolution authorizes the City to apply for cybersecurity grant funding from the Office of the Governor to support improvements to critical public safety infrastructure, including power protection for the police department server. The resolution also designates the authorized official and financial officer required for grant administration and certifies the City's eligibility and compliance with program requirements.

Recommendation:

Staff respectfully recommends approval.

Financial Information:

This grant requires a 30% local match, which will be provided by the City in accordance with program guidelines.

Attachments:

1. RESOLUTION No. RXX-2026-XXX CY-PSO Grant

RESOLUTION No. R02-2026-480

A RESOLUTION OF THE CITY COUNCIL OF CITY OF CROWLEY, AS HEREINAFTER REFERRED TO AS “APPLICANT,” DESIGNATING CERTAIN OFFICIALS AS BEING RESPONSIBLE FOR, ACTING FOR, AND ON BEHALF OF THE APPLICANT IN DEALING WITH THE TEXAS PUBLIC SAFETY OFFICE, HEREINAFTER REFERRED TO AS “PSO,” FOR THE PURPOSE OF PARTICIPATING IN THE CY-STATE AND LOCAL CYBERSECURITY GRANT PROGRAM, HEREINAFTER REFERRED TO AS THE “PROGRAM”; CERTIFYING THAT THE APPLICANT IS ELIGIBLE TO RECEIVE PROGRAM ASSISTANCE.

WHEREAS, the Applicant finds it in the best interest of the citizens of Crowley that the Public Safety Critical Systems Power Protection Project be operated for the 2026 year; and

WHEREAS, the Applicant agrees to provide applicable matching funds for the said project as required by the CY-State and Local Cybersecurity Grant application; and

WHEREAS, the Applicant designates Cristina Winner as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

WHEREAS, the Applicant designates Heather Gwin as the grantee’s financial officer. The financial officer is given the power to submit financial and/or programmatic reports or alter a grant on behalf of the applicant agency.

WHEREAS, the Applicant assures that, in the event of loss, misuse, or unauthorized expenditure of grant funds, it shall return and reimburse PSO for the full amount of such funds to PSO.

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

The Applicant hereby authorizes the submission of a grant application for the Public Safety Infrastructure Continuity Project to the Office of the Governor.

PRESENTED AND PASSED THIS 19th DAY OF FEBRUARY 2026, AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF CROWLEY, TEXAS.

CITY OF CROWLEY, TEXAS

Billy P. Davis, Mayor

Cristina Winner, Assistant City Manager

ATTEST:

Carol Cannady, City Secretary



City of Crowley, Texas City Council Agenda Report

Presenter: Kit Long, Michael Tate	Meeting Date: February 19, 2026
Department: Police	Agenda Item: IV.3.
Subject: Accept and consider approval of the Crowley Police Department's 2025 Racial Profiling Report and the 2025 Department Annual Report.	

Background:

The Crowley Police Department must comply with the Texas Racial Profiling Law. The statute requires the collection and annual reporting/analysis of motor vehicle-related contact data for identifying and addressing (if necessary) areas of concern regarding racial profiling practices.

The 2025 Racial Profiling Report verifies that the Crowley Police Department fully complies with the state racial profiling statute regarding prevention policies, data collection, vehicle search analysis, and reporting.

The Texas Commission on Law Enforcement requires all Texas law enforcement agencies to submit their Racial Profiling Report to their governing body (i.e., City Council) by March 1st every year. Staff requests that the Crowley City Council accept the report to meet the State's directive.

Also attached is the Crowley Police Department's Annual Report for 2025.

Recommendation:

Staff recommends approval.

Financial Information:

None

Attachments:

1. 2025 Racial Profiling Report
2. 2025 Department Annual Report

CROWLEY POLICE DEPARTMENT

Annual Contact Report

2025



Kit Long, Chief of Police/ 617 West Business FM 1187, Crowley, TX, 76036/ 817-297-2276

2025 REPORTING

FULL REPORTING AGENCY

The Crowley Police Department's vehicles that conduct motor vehicle stops are equipped with video and audio equipment. In addition, officers conducting motor vehicle stops are equipped with body worn cameras. These videos are maintained for a minimum of 90 days.

Videos are audited once a month by the officer's direct supervisor.

Racial Profiling statistics are audited on a monthly basis to ensure reporting compliance and accuracy.

Racial Profiling Report | Full Report

Agency Name: Crowley Police Department

Reporting Date: 1-13-26

TCOLE Agency Number: 439208

Chief Administrator: Kit Long, Chief of Police

Agency Contact Information: Michael Tate, Lieutenant

Phone: 817-297-2276

Email: mtate@ci.crowley.tx.us

Mailing Address: 617 West Business FM 1187, Crowley, TX 76036

This Agency filed a full report.

The Crowley Police Department has adopted a detailed written policy on racial profiling. Our policy:

Clearly defines acts constituting racial profiling;

Strictly prohibits peace officers employed by the Crowley Police Department;

Implements a process by which an individual may file a complaint with the Crowley Police Department if the individual believes that a peace officer employed by the Crowley Police Department has engaged in racial profiling with respect to the individual;

Provides public education relating to the agency's complaint process;

Requires appropriate corrective action to be taken against a peace officer employed by the Crowley Police Department who, after an investigation, is shown to have engaged in racial profiling in violation of the Crowley Police Department policy;

Racial Profiling Report | Full Report

Requires collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:

The race or ethnicity of the individual detained;

Whether a search was conducted and, if so, whether the individual was detained consented to the search;

Whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;

Whether the peace officer used physical force that resulted in bodily injury during the stop;

The location of the stop;

The reason for the stop.

Requires the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:

The Commission on Law Enforcement; and

The governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The Crowley Police Department has satisfied the statutory data audit requirements as prescribed in Article 2.133(c), Code of Criminal Procedure during the reporting period.

TOTAL STOPS: 11,340

Approximate Location of Stop:

City Street	11,269
US Highway	1
State Highway	2
County Road	24
Private Property/Other	44

Race or Ethnicity:

Alaska Native/American Indian	22	0.19%
Asian/Pacific Islander	190	1.68%
Black	4,432	39.08%
White	3,762	33.17%
Hispanic/Latino	2,934	25.87%

Was Race or Ethnicity Known Prior to Stop:

YES: 102

0.90%

NO: 11,238

99.10%

Gender:

Female: 4,988

43.98%

Male: 6,352

56.01%

Alaska Native/American Indian	7 / 0.14%
Asian/Pacific Islander	81 / 1.62%
Black	2,155 / 43.20%
White	1,695 / 33.98%
Hispanic/Latino	1,050 / 21.05%

Alaska Native/American Indian	15 / 0.24%
Asian/Pacific Islander	109 / 1.72%
Black	2,277 / 35.85%
White	2,067 / 32.54%
Hispanic/Latino	1,884 / 29.66%

Reason for the Stop?

Moving Traffic Violation: 6,802 / 59.98%

Alaska Native/American Indian	16 / 0.24%
Asian/Pacific Islander	137 / 2.01%
Black	2,539 / 37.33%
White	2,216 / 32.58%
Hispanic/Latino	1,894 / 27.84%

Preexisting Knowledge: 74 / 0.65%

Alaska Native/American Indian	0 / 0.00%
Asian/Pacific Islander	1 / 1.35%
Black	36 / 48.65%
White	20 / 27.03%
Hispanic/Latino	17 / 22.97%

Violation of Law: 183 / 1.61%

Alaska Native/American Indian	1 / 0.55%
Asian/Pacific Islander	1 / 0.55%
Black	85 / 46.45%
White	58 / 31.69%
Hispanic/Latino	38 / 20.77%

Vehicle Traffic Violation: 4,281 / 37.75%

Alaska Native/American Indian	5 / 0.12%
Asian/Pacific Islander	51 / 1.19%
Black	1,772 / 41.39%
White	1,468 / 34.29%
Hispanic/Latino	985 / 23.01%

Result of Stop

Verbal Warning:
6,354 / 56.03%

Alaska Native/American Indian	17 / 0.27%
Asian/Pacific Islander	108 / 1.70%
Black	2,392 / 37.65%
White	2,404 / 37.83%
Hispanic/Latino	1,433 / 22.55%

Citation:
4,318 / 38.07%

Alaska Native/American Indian	5 / 0.12%
Asian/Pacific Islander	77 / 1.78%
Black	1,755 / 40.64%
White	1,111 / 25.73%
Hispanic/Latino	1,370 / 31.73%

Written Warning:
535 / 4.71%

Alaska Native/American Indian	0 / 0.00%
Asian/Pacific Islander	5 / 0.93%
Black	214 / 40.00%
White	212 / 39.63%
Hispanic/Latino	104 / 19.44%

Written Warning and Arrest:
9 / 0.07%

Alaska Native/American Indian	0 / 0.00%
Asian/Pacific Islander	0 / 0.00%
Black	4 / 44.44%
White	2 / 22.22%
Hispanic/Latino	3 / 33.33%

Citation and Arrest:
66 / 0.58%

Alaska Native/American Indian	0 / 0.00%
Asian/Pacific Islander	0 / 0.00%
Black	36 / 54.55%
White	17 / 25.76%
Hispanic/Latino	13 / 19.70%

Arrest:
58 / 0.51%

Alaska Native/American Indian	0 / 0.00%
Asian/Pacific Islander	0 / 0.00%
Black	31 / 53.45%
White	16 / 27.59%
Hispanic/Latino	11 / 18.97%

Vehicle Searches

Was a Search Conducted?

YES: 410
3.61%

NO: 10,930
96.38%

Alaska Native/American Indian	1 / 0.24%
Asian/Pacific Islander	2 / 0.49%
Black	252 / 61.46%
White	89 / 21.71%
Hispanic/Latino	66 / 16.10%

Alaska Native/American Indian	21 / 0.19%
Asian/Pacific Islander	188 / 1.72%
Black	4,180 / 38.24%
White	3,673 / 33.60%
Hispanic/Latino	2,868 / 26.24%

Was Contraband Discovered?:

YES: 206
50.24%

	Did the finding result in arrest?		
	TOTAL	YES	NO
Alaska Native/American Indian	0	0	0
Asian/Pacific Islander	1	0	1
Black	130	34	96
White	43	19	24
Hispanic/Latino	32	8	24

NO: 204
49.75%

Alaska Native/American Indian	1
Asian/Pacific Islander	1
Black	122
White	46
Hispanic/Latino	34

Contraband Recovered

Drugs

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	103
White	36
Hispanic/Latino	24

Currency

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	2
White	0
Hispanic/Latino	0

Weapons

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	10
White	2
Hispanic/Latino	1

Alcohol

Alaska Native/American Indian	0
Asian/Pacific Islander	1
Black	18
White	4
Hispanic/Latino	3

Stolen Property

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	1
White	1
Hispanic/Latino	1

Other

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	17
White	7
Hispanic/Latino	5

Reason for Search

Consent:
43 / 10.48%

Alaska Native/American Indian	0 / 0.00%
Asian/Pacific Islander	0 / 0.00%
Black	4 / 44.44%
White	2 / 22.22%
Hispanic/Latino	3 / 33.33%

Probable Cause:
317 / 77.31%

Alaska Native/American Indian	1 / 3.85%
Asian/Pacific Islander	0 / 0.00%
Black	14 / 53.85%
White	6 / 23.08%
Hispanic/Latino	5 / 19.23%

Incident to Arrest:
15 / 3.65%

Alaska Native/American Indian	0 / 0.00%
Asian/Pacific Islander	0 / 0.00%
Black	22 / 51.16%
White	13 / 30.23%
Hispanic/Latino	8 / 18.60%

Plainview Contraband:
9 / 2.19%

Alaska Native/American Indian	0 / 0.00%
Asian/Pacific Islander	2 / 0.63%
Black	206 / 64.98%
White	62 / 19.56%
Hispanic/Latino	47 / 14.83%

Inventory:
26 / 6.34%

Alaska Native/American Indian	0 / 0.00%
Asian/Pacific Islander	0 / 0.00%
Black	6 / 40.00%
White	6 / 40.00%
Hispanic/Latino	3 / 20.00%

Arrests Based On

Violation of Penal Code

Alaska Native/American Indian	0 / 0.00%
Asian/Pacific Islander	0 / 0.00%
Black	44 / 53.01%
White	26 / 31.33%
Hispanic/Latino	13 / 15.66%

Violation of Traffic Law

Alaska Native/American Indian	0 / 0.00%
Asian/Pacific Islander	0 / 0.00%
Black	1 / 50.00%
White	0 / 0.00%
Hispanic/Latino	1 / 50.00%

Violation of City Ordinance

Alaska Native/American Indian	0 / 0.00%
Asian/Pacific Islander	0 / 0.00%
Black	0 / 0.00%
White	0 / 0.00%
Hispanic/Latino	0 / 0.00%

Outstanding Warrant

Alaska Native/American Indian	0 / 0.00%
Asian/Pacific Islander	0 / 0.00%
Black	26 / 54.17%
White	9 / 18.75%
Hispanic/Latino	13 / 27.08%

Was Physical Force Resulting in Bodily Injury Used During the Stop?

YES: 5

0.044%

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	3
White	2
Hispanic/Latino	0

NO: 11,335

99.95%

Alaska Native/American Indian	22
Asian/Pacific Islander	190
Black	4,429
White	3,760
Hispanic/Latino	2,934

Number of Complaints of Racial Profiling

TOTAL:

1

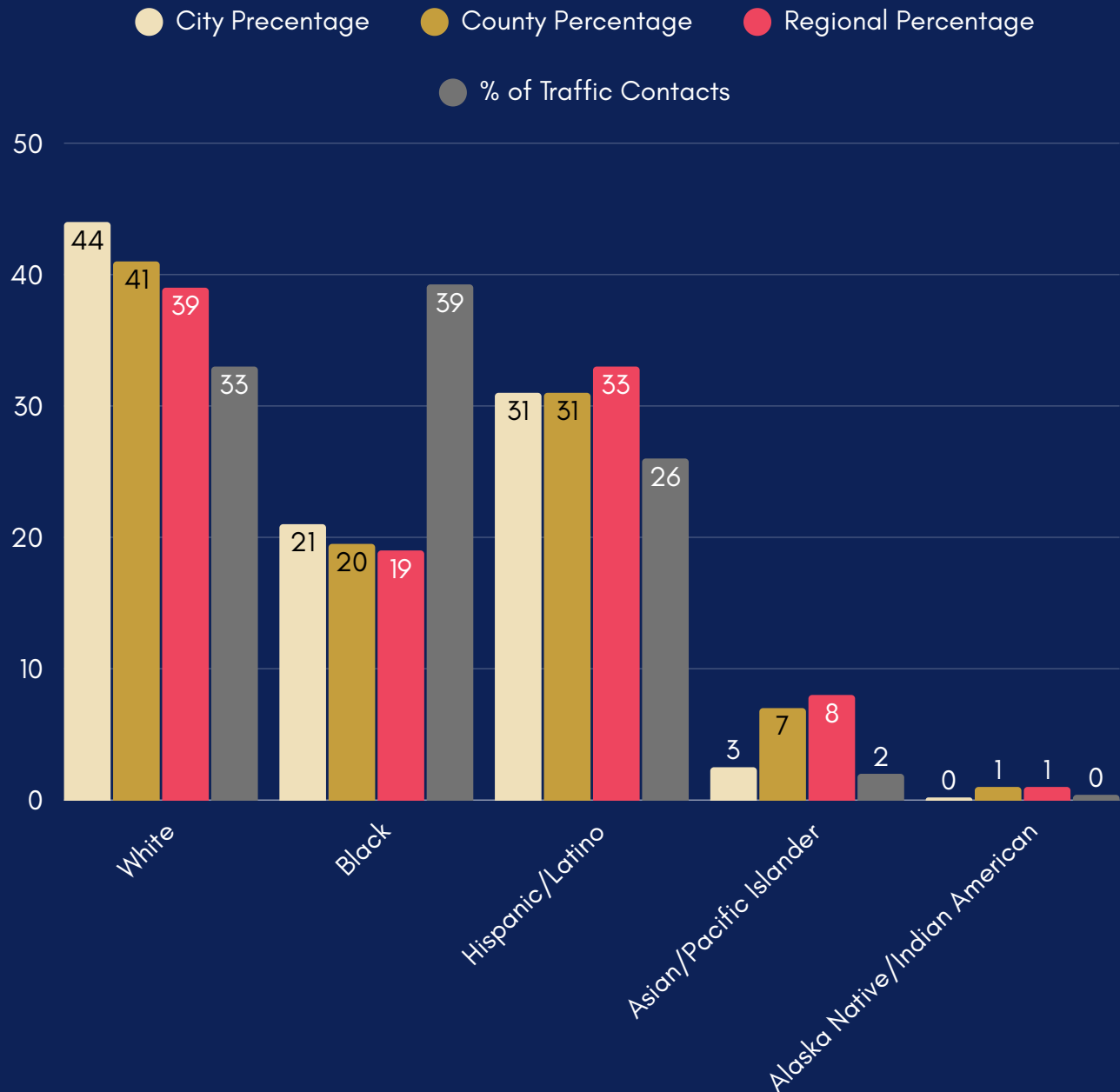
Resulted in Disciplinary Action:

0

Did Not Result in Disciplinary Action:

1

Population Demographics



Regional percentage is comprised of the following:
Tarrant, Dallas, Johnson, Parker, Ellis, Wise, and Denton Counties

Crowley Police Department

Annual Report



2025

Kit Long, Chief of Police
617 West Business FM 1187, TX 76036
817-297-2276



Mission and Values

Our Mission

To improve the quality of life and safety of our citizens by building partnerships with the community. Together we will enhance community trust, reduce the fear of crime, preserve peace, and strive to maintain a safe environment for the City of Crowley.

Our Vision

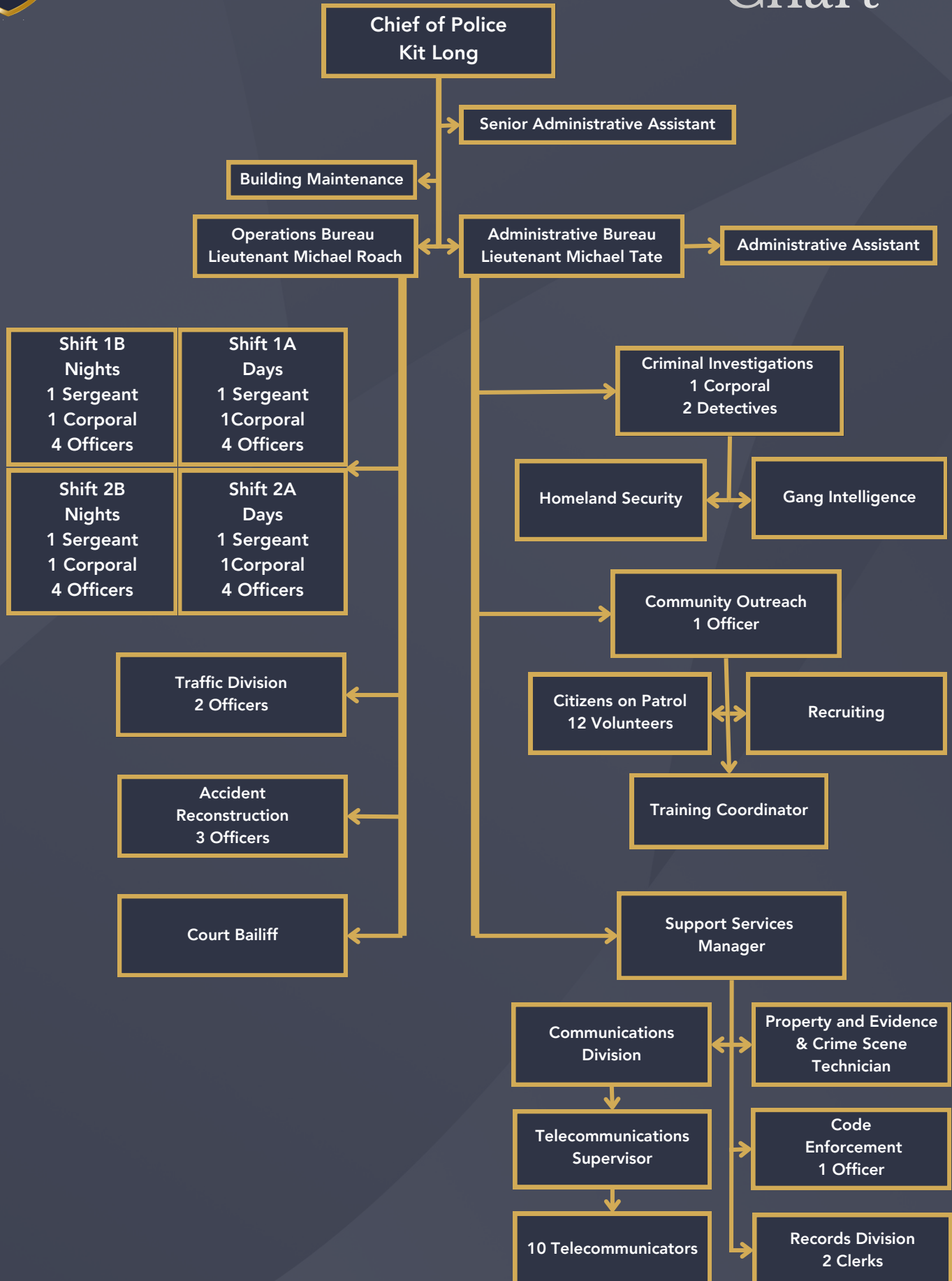
To be respected and trusted by all segments of the community so that we can be a positive driving force in making the City of Crowley the most livable community in North Texas

Our Values

Honesty ~ Integrity ~ Honor ~ Respect



Organizational Chart



Operations Bureau

Lieutenant Michael Roach
mroach@ci.crowley.tx.us
817-297-2276 ext. 6203

Patrol Division

Traffic Division

Court Security

Off-Duty Coordinator

Jail Operations

Field Training Operations





Community Service and Response

**TOTAL CALLS
FOR SERVICE**

2024 ~ 32,249

2025 ~ 33,426

3.65% increase in calls for service

08:48:00

AVG. RESPONSE TIMES TO
ALL CALLS FOR SERVICE

07:50:00

AVG. RESPONSE TIMES
TO PRIORITY 1 AND 2
CALLS

PROACTIVE POLICING

1,746

ALL OTHER OFFICER
INITIATED ACTIVITY

8,506

RESIDENCE CHECKS, PARK,
AND BUSINESS CHECKS

38

COMMUNITY EVENTS
ATTENDED



Crime Overview

OFFENSES	2023	2024	2025
Homicide	1	2	1
Assaultive Offenses	141	139	141
Sex-Related Offenses	10	13	11
Robbery	4	6	11
Burglary	157	125	63
Theft	268	242	186
Vehicle Theft	36	25	27
TOTAL	590	541	440

**TOTAL ARRESTS
MADE
479**

**WRITTEN REPORTS
COMPLETED
3,604**



Crime Overview

	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>% Change</u>
<u>Family Violence</u>	113	131	102	-22%
<u>Weapons Violation</u>	28	32	42	+31%
<u>DWI/DUI</u>	14	37	42	+14%
<u>Other Alcohol Related Offenses</u>	37	37	11	-70%
<u>Drug/Narcotic Violations</u>	141	247	248	+0.4%
<u>Fraud/Forgery</u>	102	98	55	-43%
<u>Obscene Material/ Cyber Crime</u>	1	7	7	-
<u>Vandalism</u>	76	102	55	-46%
<u>Officer Assaults</u>	7	5	2	-60%



Traffic Enforcement

Traffic Contacts



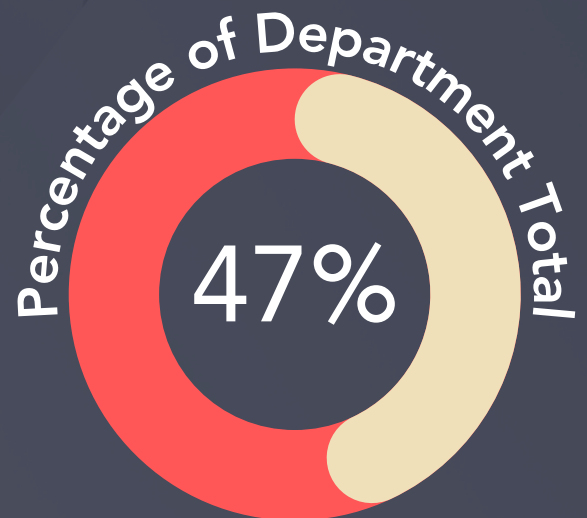
4,384
DEPARTMENT TOTAL
CITATIONS

6,889
DEPARTMENT TOTAL
WARNINGS

Traffic Division Totals

CITATIONS 2,752

WARNINGS 2,554





Traffic Collision Data

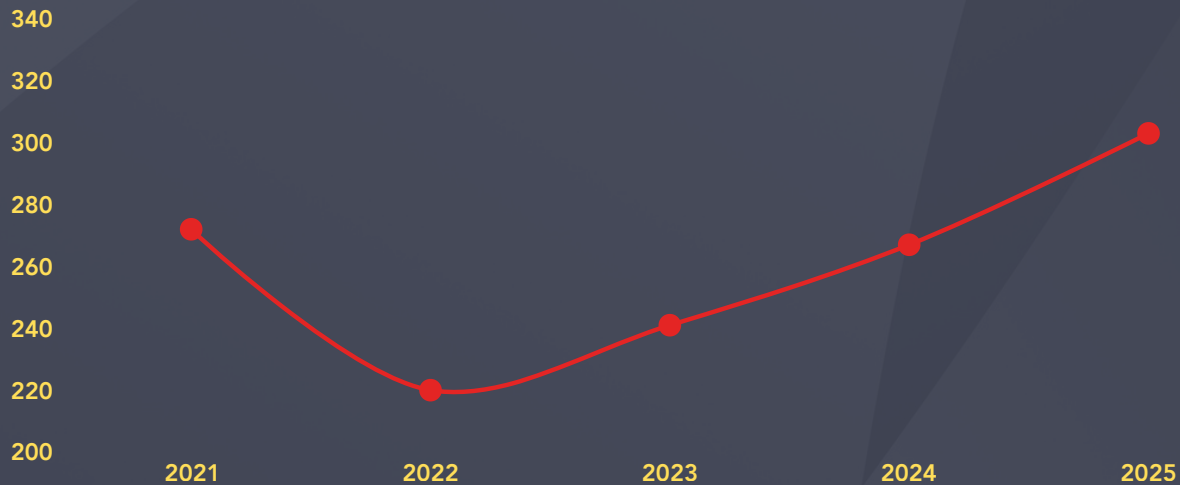
TOTAL COLLISIONS: 303

196 Non-Injury Collisions

85 Injury Collisions

1 Fatality Collision

21 Unknown Injury



Non-Reportable Minor Accidents: 186

Hit and Run Accidents: 39

Administrative Bureau

Lieutenant Michael Tate
mtate@ci.crowley.tx.us
817-297-2276 ext. 6204

Criminal Investigations Division

Communications Division

Records Unit

Property and Evidence

Community Liaison Office

Code Enforcement

Bicycle Operations

Internal Affairs

Accreditation





Criminal Investigations

CASE DISPOSITIONS

CLOSED.....	1.74%
SUSPENDED.....	25.3%
CLEARED.....	47.2%
NON-CRIMINAL/PROSECUTION.....	24.01%
PENDING.....	16.5%
UNFOUNDED.....	0.9%

93

ICAC*
REFERRALS

*Internet Crimes Against Children

1,096

ASSIGNED
CASES

1,637

INVESTIGATIVE
REPORTS

109

ARREST
WARRANTS
ISSUED

1,470

OFFENSES
INVESTIGATED

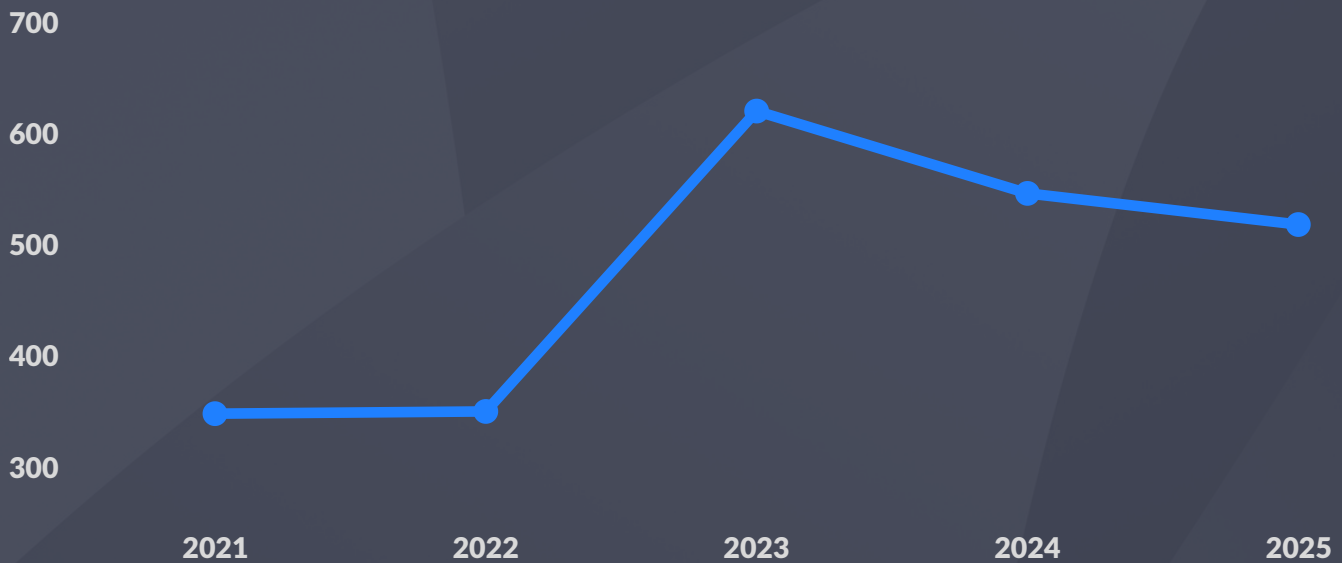
24

REGISTERED
SEX
OFFENDERS



Criminal Investigations

CASES FILED WITH THE DISTRICT ATTORNEY'S OFFICE 2021-2025



MISDEMEANOR
CHARGES FILED

262

FELONY
CHARGES FILED

251

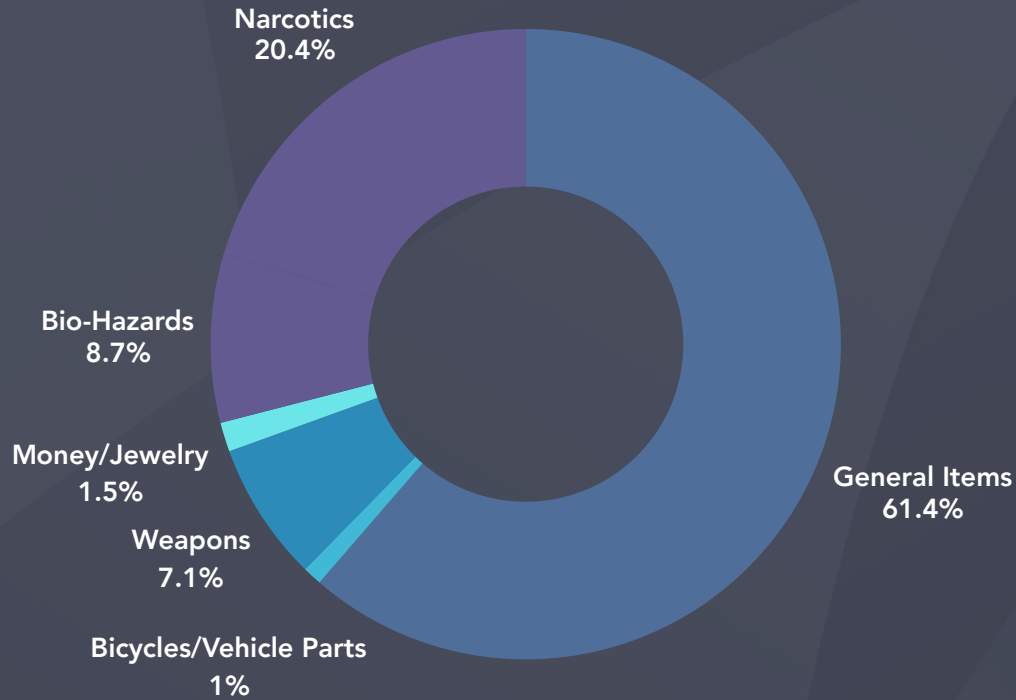
CASES REFERRED TO THE CITY PROSECUTOR AND
TARRANT COUNTY JUVENILE DISTRICT ATTORNEY

41

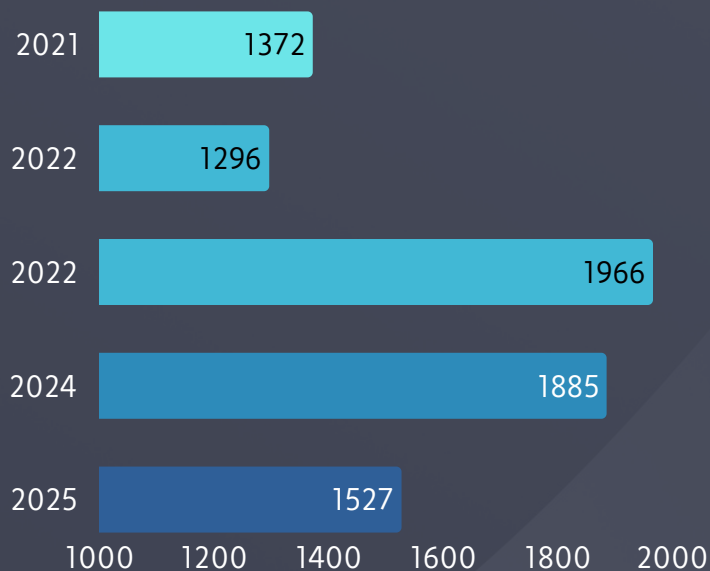


Property and Evidence

Property & Evidence Storage



Yearly Property Intake



9,246

TOTAL ITEMS SECURED
IN PROPERTY AND EVIDENCE

1,212

DISPOSED/DESTROYED
ITEMS



Communications Division

In-Coming Calls

Text-to-911: 696

911: 7,751

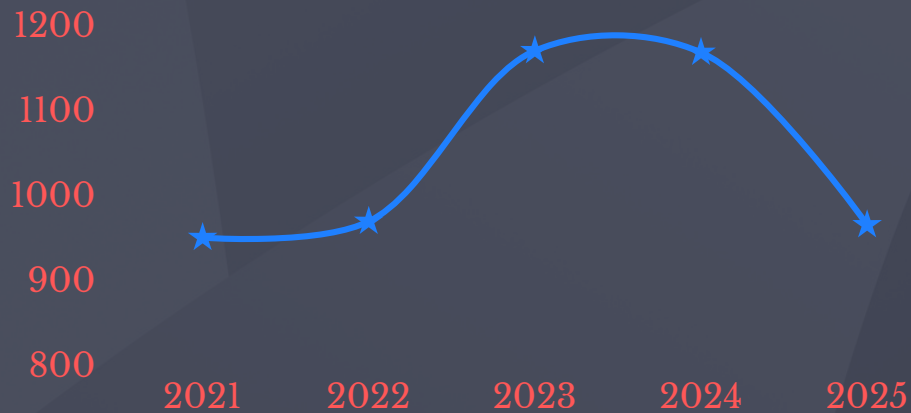
Non-Emergency: 17,814

	2022	2023	2024	2025
<u>Priority 1 & 2 Calls</u>	6,545	8,739	9,095	9,103
<u>Priority 3 Calls</u>	414	450	952	1,167
<u>Priority 4 Calls</u>	1,560	1,806	1802	1,684



Records Division

PUBLIC INFORMATION REQUESTS 2021-2025



1,096

INCIDENT
REPORTS
PROCESSED

57

TOTAL REQUEST
FOR VIDEOS

130

TOTAL HOURS
SPENT
REDACTING
VIDEOS

481

CASES FILED
WITH THE
DISTRICT
ATTORNEYS
OFFICE

2,620

CURRENT
ALARM
PERMITS

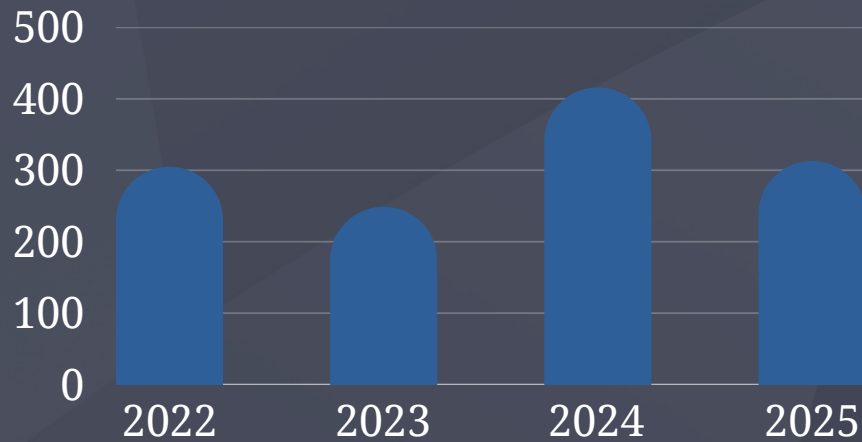
354

CURRENT
PARKING
PERMITS



Code Enforcement

Request Processed

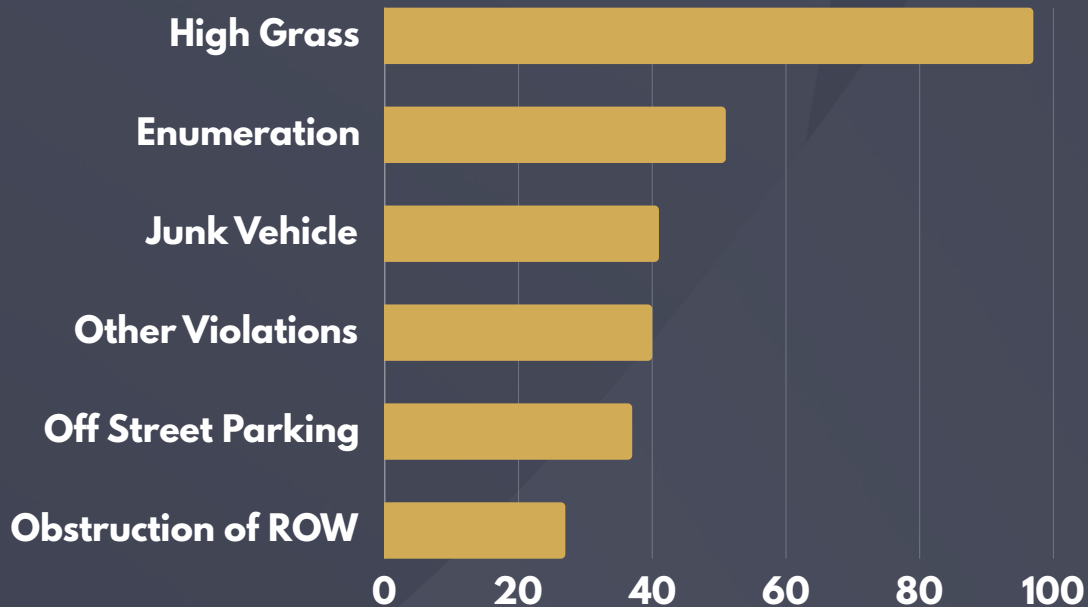


**TOTAL REQUESTS
PROCESSED**

313

**CODE ENFORCEMENT
SELF-GENERATED
COMPLAINTS**

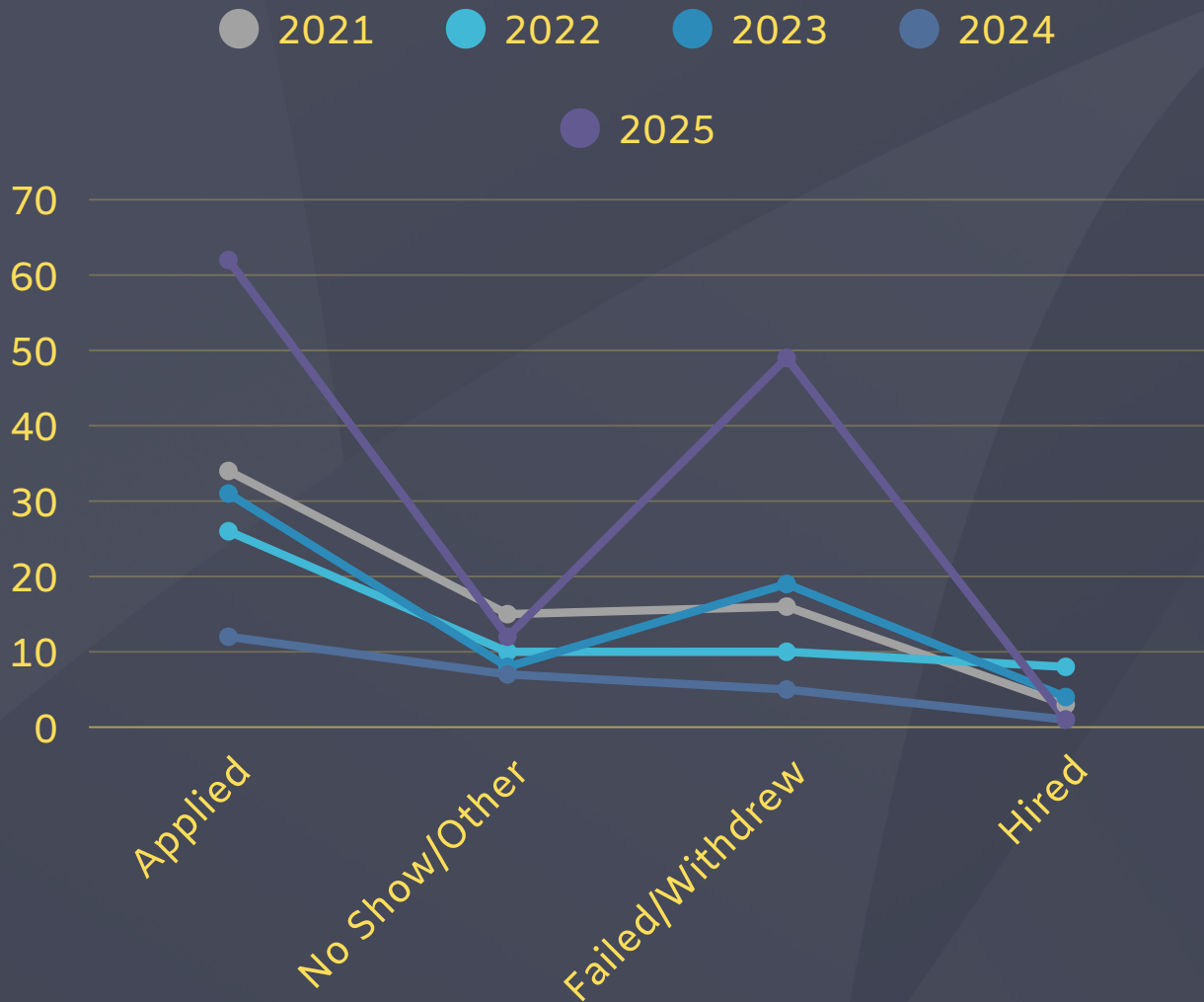
87





Recruiting

POLICE OFFICER



TOTAL APPLICANTS: 62

HIRED: 1

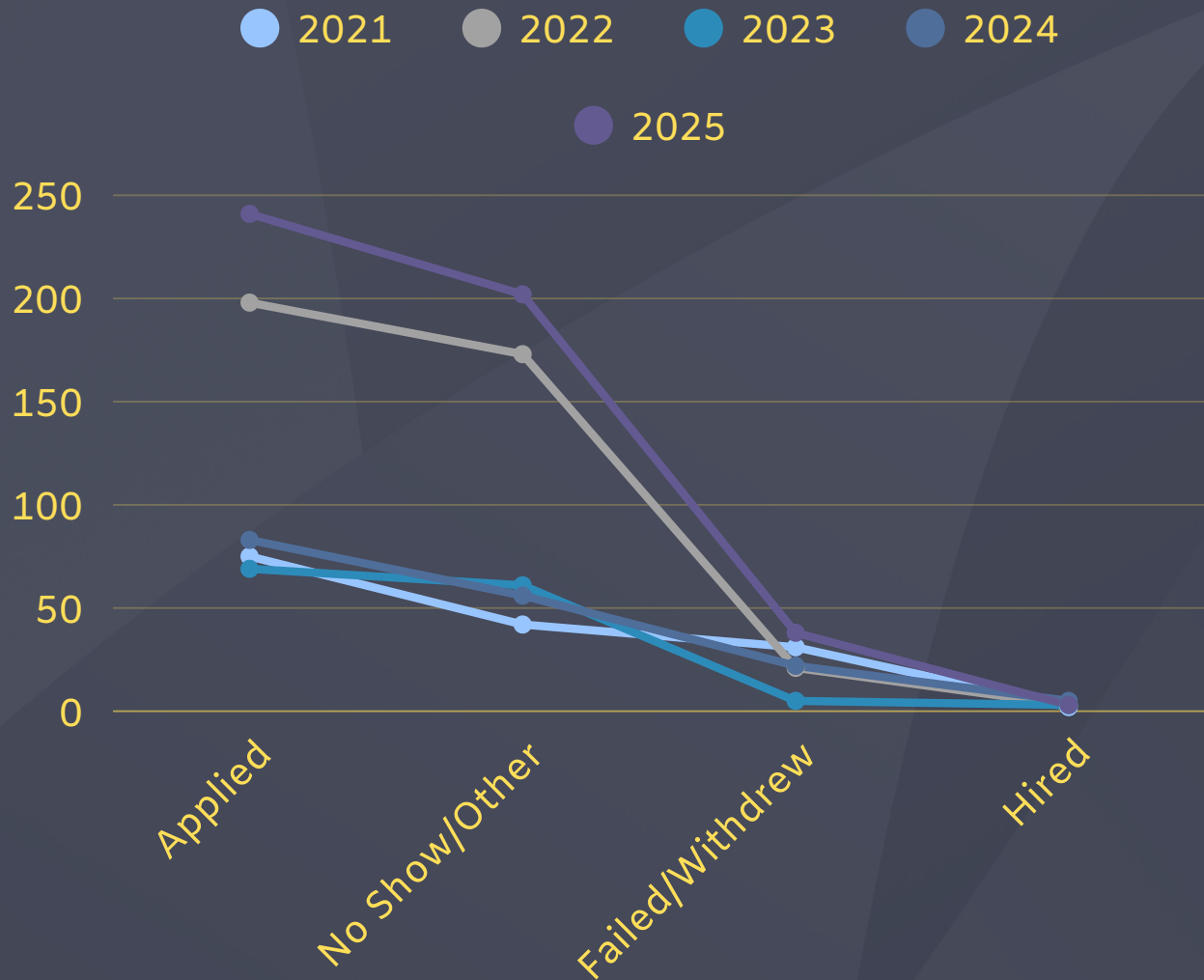
LATERAL ENTRY HIRES: 1

ACADEMY GRADUATES: 0



Recruiting

TELECOMMUNICATORS



TOTAL APPLICANTS: 241

HIRED: 3

LATERAL ENTRY HIRES: 2



Personnel Statistics

DEMOGRAPHICS

SWORN EMPLOYEES: 34

ACTUAL: 29

GENDER

24 Male

5 Female

RACE

2 Black

6 Hispanic

21 White

CIVILIAN EMPLOYEES: 18

ACTUAL: 15

GENDER

3 Male

12 Female

RACE

3 Black

1 Hispanic

10 White

1 American Indian

AGE DEMOGRAPHICS

1: Under 20

5: Between 20-29

22: Between 30-39

8: Between 40-49

8: Over 50

DEPARTMENT TENURE

27: 0-5 Years

4: 6-10 Years

5: 11-15 Years

4: 16-20 Years

2: 21-25 Years

2: 26+ Years

EDUCATION AND LICENSURE

Higher Education

3 Associates

9 Bachelors

3 Masters

TCOLE Certification

11 Basic Certification

7 Intermediate Certification

4 Advanced Certification

17 Master Certification

7 CURRENT OR PRIOR MILITARY SERVICE MEMBERS



Community Outreach



- 8 Citizen on Patrol Members (COP)
- 582.5 volunteered hours



POLICE • COMMUNITY PARTNERSHIPS

- Approximately 2500 in attendance
- Placed 16th in the nation with a population of 15,000 to 50,000



- 18 Boxes of medication collected
- 325 Pounds turned over to the DEA



- Approximately 250 children served
- 120 Bike helmets given out to those in need



- 13,213 Facebook Followers
- Audience: 72% Women, 27% Men

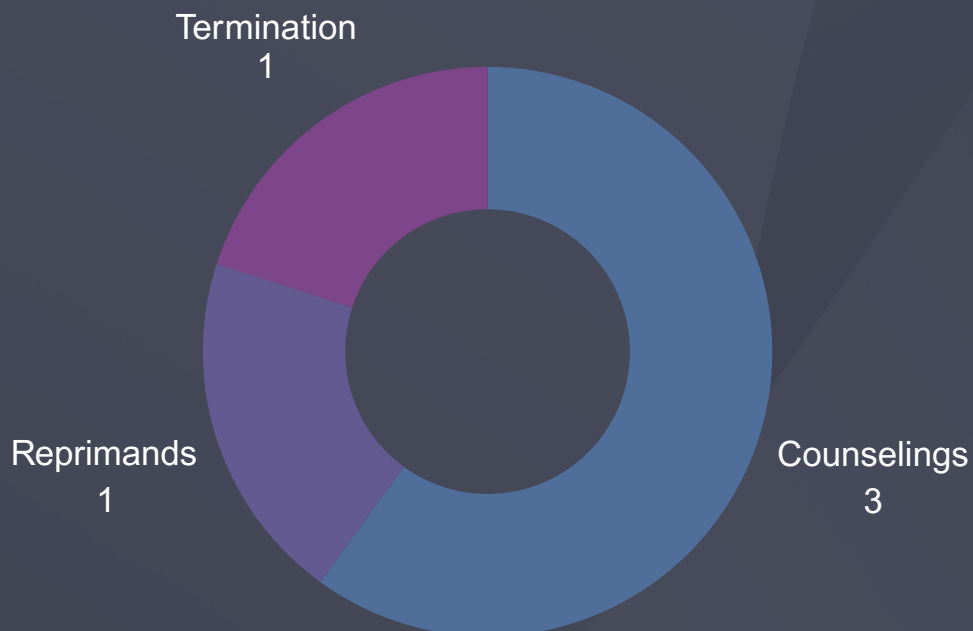


Professional Standards

Internal Affairs Investigations

SUSTAINED: 5
NOT SUSTAINED: 3
UNFOUNDED: 1
EXONERATED: 0
POLICY FAILURE: 0
FALSE OR UNTRUE: 3

Supervisory Overview



TRAINING HOURS COMPLETED:

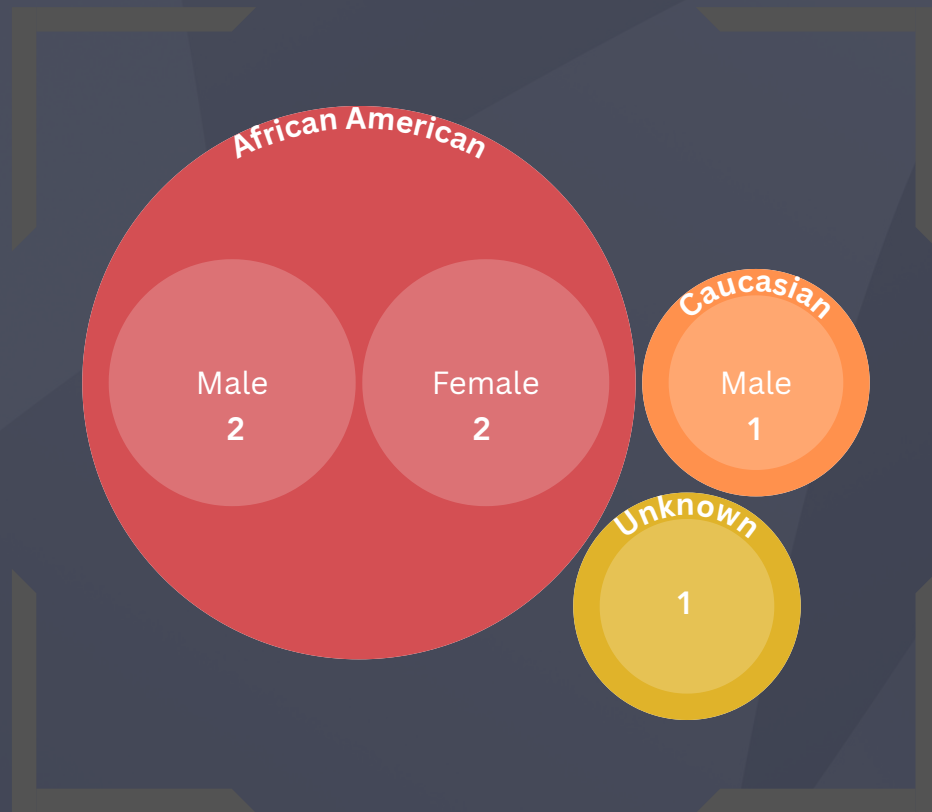
4,181



Response to Resistance

RESPONSE TO RESISTANCE CASES

6



FORCE OPTIONS USED

Physical Control: 4

Impact Weapons: 1

Chemical Irritants: 0

Electronic Control Device: 1

Deadly Weapons: 0



In Review 2025

Recipient of a \$500 grant through the Texas Association of Property
and Evidence Inventory Technicians

Recipient of a \$2000 grant through the Firehouse Subs Public Safety Foundation

Addition of a 24-hour prescription drug take-back bin.

Entered into a partnership with the FWPD Real-Time Crime Center (TRIDENT)



Annual Awards 2024

OFFICER OF THE YEAR

Cristian Velazquez

TELECOMMUNICATOR OF THE YEAR

Misty Fimbrez

CIVILIAN OF THE YEAR

Tanyka Stone

ROOKIE OF THE YEAR

Xavier Wagoner

SUPERVISOR OF THE YEAR

Michael Ashcraft

VOLUNTEER OF THE YEAR

Roy Harrison



City of Crowley, Texas City Council Agenda Report

Presenter: Rachel Roberts, Nathan Gonzales	Meeting Date: February 19, 2026
Department: Community Development	Agenda Item: IV.4.
Subject: Discuss and consider approval of Ordinance # 02-2026-587 amending Appendix A: Schedule of Rates, Fees and Charges of the Crowley City Code, to update certain building permit and planning and zoning-related fees	

Background:

In 2024 and 2025, the Council approved a number of fee updates for the building permit fees. Staff now recommend updating the fees for planning and zoning-related projects. We also recommend adding some new fees. All proposed changes are described below. Staff checked the fee schedule for several cities in the region, and the proposed changes seem in line with other cities in the region (see attached spreadsheet).

Staff also recommend making more updates to the building permit fee schedule, which are described below. Please note that, in addition to the fee updates described below, staff have also included some corrections. These were fees that were updated in 2024 and mistakenly reset to previous fees in 2025. These fees are for temporary electrical poles, irrigation systems, unlisted plumbing permits, and residential demolition permits.

Description of proposed changes to planning and zoning fees

Rezoning fees: The fee schedule has two different fees for rezoning based on the size of the property, with one fee for properties 0 to 10 acres and another fee for properties 10 acres and larger. The difference between fees for a 10-acre property and 10.5-acre property is significant -- \$450 for 10 acres and \$1,600 for 10.5 acres. Burleson breaks their fees into three groups, and staff considers this to be a more reasonable breakdown. We recommend adding a third size category to Crowley's fee schedule for rezoning and SUP cases. Staff also recommend increasing rezoning application fees to better cover the costs of notices and increasing costs of postage.

Administrative modifications: City code allows the zoning administrator to grant administrative modifications, or minor variances, to some elements of the zoning code. Some modification requests require little-to-no staff time, but some require hours of staff time to research and process. Staff recommend adding a fee for these requests, with the administrator having the option to waive the fee for requests that take little or no staff time.

Fee for building permits with approved master plans: The fee schedule includes a fee for the building official's review of permit applications that have an approved master plan. These applications require less review time than applications without a master plan because many of the plan sheets have already been reviewed by the building official, so the city charges a reduced plan review fee. We don't have an equivalent fee on the planning side. Staff recommend adding

a small fee to cover this staff (typically only requires review of the plot plan, although occasionally other sheets will need to be reviewed, as well).

Fee for building permits with three or more reviews: From time to time, permit applicants will submit plans multiple times without making required corrections. Planning staff end up spending a lot of time on these applications, and the additional staff time is not truly captured in the fee schedule. Staff recommend adding a plan review fee to be assessed when plans require review three or more times.

Subdivision ordinance waiver: Previously, we didn't receive many requests for waivers outside the platting process, so there wasn't a need for a fee. Because waivers have now been requested multiple times, staff now recommend the Council adopt a fee to cover any future waiver applications.

Variances from the zoning code (and ZBOA appeal): Due to the cost of notices published in the newspaper and the increasing costs of postage, staff recommend increasing this fee.

Renotification at applicant's request: When an applicant requests postponement of a case and notices have to be sent out again, the cost of sending out notices again should be covered by the applicant.

Platting fees: For residential plats, changing to a per-lot fee will more accurately cover the cost of reviewing these plats (the more lots, the more staff time required). Staff recommend retaining the per-acre fee for commercial projects; they have fewer lots, but planning staff also review site plans during commercial final and preliminary plat reviews and tree preservation plans during final plat reviews, and the larger the property, the longer these plans take to review.

Pre-submittal plan review: From time to time, developers request reviews of proposed lot layouts or site plans before they submit a formal application. In response to staff comments, developers may submit multiple revisions and request staff review. These reviews can take hours of time to complete, but there is no fee assessed because the applicant has not submitted an application. Staff recommend adding a fee to cover this staff time. The fee would allow for a small review window for staff to do high-level reviews free of charge.

Classification of new/unlisted use: The zoning code says that when someone requests the city determine how to classify a land use that is a new use or is not listed in the zoning code, the requestor should pay an application fee. Unless the unlisted use is well-known enough to be easily grouped into an existing category, staff typically need to spend time researching the use and its actual or projected characteristics, typical hours of operations and number of customers, whether any dangerous or hazardous materials are commonly used on site for that land use, typical amount of parking and traffic, and potential effect on adjacent properties. Staff recommend the city adopt a fee for covering this cost.

Zoning verification letter: Staff receive multiple requests per year for zoning verification letters. These letters are usually for potential buyers who want official confirmation of the zoning on a particular property. Staff need to look through city records to trace all recent zoning changes

on the property. Staff recommend the city adopt a small fee to cover the time spend on these letters.

Engineering review fees: This fee is \$500 for preliminary plats and \$1,500 for final plats, with any amount in excess of the review fee to be billed to the developer/applicant. When this fee was adopted, it was intended that the fee would be charged at time of application, and any amount in excess of the \$500 or \$1,500 would be due before the city accepts infrastructure or issues building permits (i.e., at the end of the project). However, the language needs to be clarified because with the way it is written, it could be interpreted as meaning the \$500/\$1,500 would also be due at the end of the project rather than up front.

Residential final plats involving four lots or fewer where sidewalks are required: In most cases, reviews of final plats for single family residential that would qualify as a minor plat except that the project will require the construction of sidewalks (but no other public infrastructure) are simple and do not require many re-reviews, and minimal engineering review costs are incurred. Staff recommend these plats be exempted from having to pay the engineering review fee up front. If civil plan reviews are needed, the applicant would still be required to pay for any engineering reviews done by our third-party engineers, and staff can hold filing of the plat until fees are paid. Usually, these plats do not incur engineering fees high enough to warrant the standard final plat engineering review fee of \$1,500.

Description of proposed changes to permit-related fees

This permit fee updates include minor changes to the existing schedule, last updated in the Spring of 2025. These changes have been highlighted in red, for your review. The commercial valuation and residential building fees remain unchanged until a more comprehensive review can be done by staff once the North Central Texas Council of Government's (NCTCG) annual fee report is received. A few items to note are changes to roofing permits, sign permits, and inspection fees.

Roof Replacements

Staff proposes a minimum roof permit fee of \$50.00 for all new residential reroof projects. Following storm events, communities are often inundated with fly-by-night roofing companies looking for work. What some communities have found is that these "shingle-only" replacements have been installed incorrectly, with vent and exhaust stacks cut and removed entirely, allowing sewer and exhaust gas to collect in attics. This was a major issue in DFW years ago and as a result, many cities started requiring roofing permits to ensure all vents and exhaust points terminated outside the home properly. Shingle-only job descriptions still involve the replacement of underlayment, drip-edge, and flashing, which are all crucial components of a roof assembly. When no permit is required, no inspection is conducted to ensure these building elements are installed correctly. Minor roof repairs, under 50 SF, will not require a permit or fee.

Inspection Fees

Included in the fee updates is the inclusion of a minimum permit fee of \$75.00 for any unlisted permit or inspection. This allows the permit office to ability to recoup cost for unforeseen inspections for projects which do not fall within a specific fee category. For example, if someone

wanted to replace the blown-in insulation throughout their attic, our current fee schedule does not list that type of project specifically. Staff would simply create a permit as needed, schedule the appropriate inspection, and charge a fee to cover the city's cost of the inspection. Additionally, language has been added to allow staff to recoup third-party inspection fees on all permits, as needed. For example, a plumbing permit today may cost about \$30, however, the city incurs a \$65 cost to have a third-party plumbing inspector perform the required inspection. If the project fails inspection, the city is charged another \$65 to the same inspector to return.

Sign Permits

Staff proposed removing fees for temporary signs, including murals, while still requiring a permit. This proposal aims to assist our local businesses advertise seasonally, while allowing staff to monitor the placement, and require the removal of signs once permits have expired. The schedule also notes a new grand opening, reopening, and business anniversary line item, that also carries no fee. It is not often a city removes a fee from a fee schedule and staff believes this update will be well received by our local business community. Staff is currently considering a Sign Code update and will return on a future date to discuss proposals with City Council.

Recommendation:

Staff recommend approval.

Financial Information:

Attachments:

1. 2026 Permit Fee Update redline
2. Planning fee comparisons -- other cities
3. Recommended Crowley fees - planning
4. Ordinance amending Appendix A Fee Schedule - 2-19-26

Proposed to changes to building permit-related fees

Residential Roofing replacement and repair permits:	
Shingle and/or decking replacement	No Permit required. \$50.00
Minor roof repairs/ replacement of decking	\$25.00. No fee.

Inspection fees.

Outside normal business hours	\$50.00 per hour (minimum of two hours)
Reinspection	First reinspection \$70.00 (after disapproval, locked door, etc.)
Subsequent reinspection	Second reinspection (-for same item) \$85.00 third and subsequent reinspection (for same item) \$100.00
Minimum permit fee for Inspections for which no fee or permit is specifically indicated	\$75.00. \$50 (or for third party inspections, third party cost to the municipality)
Use of Third-Party Inspections (Single & Multiple Stops)	At cost, assessed per stop/inspection for all permits.

Swimming pool permits.

Private, above ground (single family or duplex residential)	\$180.00 + misc. plan review
Basic pool deck	\$25.00 + plan review (site plan required)
Private, in ground (single family or duplex residential)	\$300.00, plus \$225.00 plan review \$400.00, includes plan review, plus any applicable trade permit fee.
Public, commercial, or community / HOA	\$500.00, plus commercial plan review and applicable trade permit fee.

Fence permit.

New construction/replacement of different type fence	\$60.00
Fence replacement (same type and less than 50 percent of total existing fence, if placed in same location)	No charge
Subdivision screening wall	\$130.00
Retaining wall requiring a permit – residential, per lot	\$140 \$100.00 + new residential plan review fee
Retaining wall requiring a permit – commercial, per lot	\$180 + new commercial plan review fee

Building demolition.

Residential	\$140.00
Commercial	\$180.00 + commercial plan review fee

Asbestos survey required with permit **submittal**.

Sign permits.

A separate building electrical permit is required when signs require electricity. Work commencing before permit issuance shall be subject to a penalty fee of 100 percent of the usual permit fee in accordance with the International Building Code.

Commercial:	
1—50 square feet	\$85.00
51—100 square feet	\$100.00
101—200 square feet	\$125.00
Over 200 square feet.	\$200.00
Weekend real estate (annual—per builder/developer)	\$100.00
Art/Murals (any commercial or downtown district)	No fee. Permit and city-staff approval required.
Temporary and portable signs:	
Temporary signs for which a permit is required	\$30.00 No fee.
Grand Opening/Re-opening/Business Anniversary (all commercial and downtown districts)	Permit required. 30 days max. (3) temp signs max. No fee.
Garage sale / estate sale signs	Permit required. See Temporary Sales table.
Sign confiscation fees (per sign)	\$5.00
Off-premises portable sign	\$30.00; property owner permission required
Sign variance request	\$150.00
Master sign plan application	\$60

Temporary sales; business fees.

Construction offices/sales trailers	\$75.00
Temporary tents (requires review from fire department)	\$20.00
Residential garage sales (three times per year)	\$5.00
Commercial sidewalk sales (three times per year)	\$5.00
Temporary business permit (six months, one per year)	\$35.00
Farmer's market space (ten x ten) per day	\$10.00
Mobile food vendor (food truck), not associated with a permitted or city-sponsored special event	\$200.00 annually ; a new permit will be required if the vendor violates any conditions of approval or varies from the approved site plan
Food kiosk or cart not associated with a permitted or city-sponsored special event	\$200.00 annually; a new permit will be required if the vendor violates any conditions of approval or varies from the approved site plan

Other fees and charges for community development.

Property abatement (high grass/trash/debris)	
Administration fee (includes cost associated with certified mailings, photographs, inspections and reinspection of property)	\$25.00 \$100.00

<i>Fee type (* = new fee)</i>	<i>Burleson fee for comparison</i>	<i>Benbrook fee for comparison</i>	<i>Mansfield fee for comparison</i>
Final plat	Residential \$500 + \$10/lot Non-residential \$500 + \$15 per acre	\$300 \$300 public meeting fee (charged when a public meeting is required before a board, commission, or city council) \$50 processing fee for non-residential applications: site plan review \$250. This is a separate process from platting in Benbrook. Crowley reviews the site plan during platting and does not charge a separate fee for this review.	\$500 + \$35/acre for commercial applications: detailed site plan review \$2,500. This is a separate process from platting in Mansfield. Crowley reviews the site plan during platting and does not charge a separate fee for this review.
Engineering review - site plan, replat, amending plat, or other project requiring engineering review			
Engineering review - preliminary plat, final plat, or pre-application civil plan review or other project requiring engineering review			
Engineering review fees for final plat	n/a	n/a	n/a
Preliminary plat	Residential: \$850 + \$15/lot Commercial/non-res: \$500 + \$20/acre Commercial site plan review (separate from plat in Burleson): \$500	\$300 \$300 public meeting fee \$50 processing fee for non-residential applications: site plan review \$250. This is a separate process from platting in Benbrook. Crowley reviews the site plan during platting and does not charge a separate fee for this review.	\$500 + \$35/acre for commercial applications: detailed site plan review \$2,500. This is a separate process from platting in Mansfield. Crowley reviews the site plan during platting and does not charge a separate fee for this review.
Replat	\$500 + \$10/lot	\$150 \$50 processing fee \$300 public meeting fee	\$400 + \$35/acre
Tree plan review			
Rezoning, standard district	A. Less than 3 acres \$700 B. 3.1 - 10 acres \$900 C. 11 -29 acres \$1400 D. 30+ acres \$1600 + \$15/acre (max. \$2,800)	0-10 acres: \$800 10+acres: \$1,200 \$300 public meeting fee	\$250 - \$7,000 depending on zoning district and number of dwellings or number of acres
Rezoning, PD district	n/a	0-10 acres: \$1,100 10+acres: \$1,500	\$2,500 +\$100/acre (\$10,000 max.)
SUP	same as rezoning fees	Conditional use permit: \$250 \$300 public meeting fee	\$2,500 +\$100/acre (\$7,500 max.)
Administrative modification*: (1) residential plans -- remodels, accessory buildings (2) residential plans -- new construction, additions (3) commercial plans -- remodels, additions, accessory buildings (standard zoning district) (4) commercial plans -- new construction, any zoning district; also, additions, accessory buildings; remodels in a PD district, DT district, or MU district	Burleson does not have an administrative modification process noted in the site plan. However, they have a fee for variances and waivers from the zoning ordinance, landscape requirements, Old Town Design Standards, Fencing and Screening Ordinance, and "any other development-related ordinance): \$250	n/a (not every city has an administrative modification process)	n/a
zoning review of building permit application with approved master plan: plot plan review only (if review of additional plan sheets is required, the full zoning review fee applies)*	n/a		
commercial/non-SF res plan review: 3rd review and each subsequent review*	n/a		

SF residential resubmittal, 3rd review and each subsequent review*	n/a		
SF residential PD district, 3rd review and each subsequent review*	n/a		
Pre-submittal plan review*	n/a	not applicable to all projects, but for platting, Benbrook requires a sketch plat process prior to submitting a plat application sketch plat application fee: \$150	
Renotification fee (due to applicant request)*	\$125	n/a	\$300 rescheduled fee for cases with public hearing requirements that are postponed after the notice has been sent
Variance (ZBOA) or ZBOA appeal	\$250	variance: \$150 for single family res \$250 for MF, Comm, Ind \$300 public meeting fee	\$250
Subdivision ordinance waiver*	\$250		
Zoning verification letter	\$25	\$50	\$50
classification of new/unlisted use	\$500 Interpretation request for new or unlisted uses in zoning ordinance (City refunds \$350 if no ordinance amendment is necessary)	n/a	n/a

<i>Fee type (* = new fee)</i>	<i>Current fee</i>	<i>Proposed fee</i>
PLATS		
Final plat	\$400	Res: \$400 + \$10/lot, minimum fee \$500 Comm: \$500 + \$10/acre
Engineering review - site plan, replat, amending plat, or other project requiring engineering review	\$500 and any fees in excess of this amount; must be paid prior to acceptance of infrastructure or issuance of building permit	\$500 due at time of application; other fees billed later and must be paid prior to acceptance of infrastructure or issuance of building permit
Engineering review - preliminary plat, final plat, or pre-application civil plan review or other project requiring engineering review	\$1,500 and any fees incurred in excess of this amount; must be paid prior to acceptance of infrastructure or issuance of building permit	amount must be paid prior to acceptance of infrastructure or issuance of building permit may be waived for single family and duplex residential final plats involving 4 lots or fewer where sidewalks are required but no other public infrastructure is required; standard pass-through engineering fees still apply
Preliminary plat	\$500 + \$10/acre	commercial/Ind/MF: \$600 + \$10/acre SF/duplex res: \$500 + \$10/lot
Replat	\$450	\$500; if public hearing required, \$650
Tree plan review	0	\$100
ZONING		
Rezoning, standard district	up to 10 acres: \$450 10 acres+: \$1,600	0-9.99 acres: \$650 10-19.99 acres: \$1,000 20+ acres: \$1,600
Rezoning, PD district	0-10 acres: \$900 10+ acres: \$1800	0-9.99 acres: \$900 10-19.99 acres: \$1400 20+ acres: \$1800
SUP	up to 10 acres: \$450 10 acres+: \$1,600	0-9.99 acres: \$650 10-19.99 acres: \$1,000 20+ acres: \$1,600
BUILDING PLAN REVIEW / PERMITS		
Administrative modification*	no fee	\$75

<i>Fee type (* = new fee)</i>	<i>Current fee</i>	<i>Proposed fee</i>
zoning review of building permit application with approved master plan: plot plan review only (if review of additional plan sheets is required, the full zoning review fee applies)*	no fee	\$15
commercial/non-SF res plan review: 3rd review and each subsequent review*	no fee	\$100
SF residential resubmittal, 3rd review and each subsequent review*	no fee	\$15
SF residential PD district, 3rd review and each subsequent review*	no fee	\$25
Pre-submittal plan review*	no fee	\$100
OTHER		
Renotification fee (due to applicant request)*	no fee	\$200
Variance (ZBOA) or ZBOA appeal	\$250	\$450
Subdivision ordinance waiver*	no fee	\$250
Zoning verification letter	no fee	\$25
classification of new/unlisted use	no fee	\$75

ORDINANCE NO. 02-2026-587

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 SECTIONS 1 - 3, 5 - 7, 9, 10, 12, 16, AND 20 - 22; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; 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 Sections 1 - 3, 5 - 7, 9, 10, 12, 16, and 20 - 22 of Appendix A: Schedule of Rates, Fees and Charges, as shown below; the remaining sections of Appendix A are not amended hereby and shall remain in full force and effect.

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

SECTION 1.

That Section 1, fees for “roof replacement and repair permits, Section 2, and Section 3 of Appendix A: Schedule of Rates, Fees and Charges of the Code of Ordinances of the City of Crowley, Texas, are hereby amended as follows.

(1) *Building permits (new construction).* [...]

<i>Roofing replacement and repair permits:</i>	
Shingle and/or decking replacement	Permit required. \$50
Minor roof repairs	\$25.00

(2) *Plan review fees.* There will be a \$25.00 charge to correct, revise or void any submitted permits; revisions that require additional plan review by a third-party plan reviewer will be charged the cost to the municipality for the third-party services.

Residential plan review with no approved master plan	\$225.00
Residential plan review with approved master plan	\$120.00

Commercial (non-residential), industrial, two-family, multi-family	
Review by city staff plan reviewer	65% of building permit cost
Third-party review	Where the cost to the city for professional services exceeds the city staff plan review fee, the plan review fee shall be the actual costs incurred by the city + 10%
Registration of a master plan	\$225.00 per plan
Residential plot plan and zoning review, standard zoning district	\$50.00
Residential plot plan and zoning review, planned development district, mixed-use district, downtown district, or other special zoning district	\$100.00
Zoning review of residential permit application with approved master plan	\$15
Residential zoning review, 3 rd review and each subsequent review, standard residential zoning district	\$15
Residential zoning review, 3 rd review and each subsequent review, Planned Development zoning district	\$25
Multi-family / Commercial / Non-Residential zoning review	\$300.00
Multi-family / Commercial / Non-Residential zoning review: 3 rd review and each subsequent review	\$100 per review
Any other permit type requiring plan review	\$60.00 if reviewed by city staff only; or cost to the city for third party review + 10% if reviewed by third party plans reviewer

[...]

[remainder unchanged; no fire department fees are amended with this ordinance]

(3) *Inspection fees.*

Outside normal business hours	\$50.00 per hour (minimum of two hours)
Reinspection	First reinspection \$60.00 (after disapproval, locked door, etc.)
Subsequent reinspection	Second reinspection (for same item) \$85.00 third and subsequent reinspection (for same item) \$100.00
Minimum permit fee for Inspections for which no fee or permit is specifically indicated	\$75.00

Use of Third-Party Inspections (Single & Multiple Stops)	At cost, assessed per stop/inspection for all permits.
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SECTION 2.

That Sections 5, 6, and 7 of Appendix A: Schedule of Rates, Fees and Charges of the Code of Ordinances of the City of Crowley, Texas, are hereby amended as follows.

(5) *Swimming pool permits.*

Private, above ground (single family or duplex residential)	\$180.00 + residential plan review
Basic pool deck	\$25.00 + residential or commercial plan review (site plan required)
Private, in ground (single family or duplex residential)	\$400.00, includes plan review, plus any applicable trade permit fee
Public, commercial, or community / HOA	\$500.00, plus commercial plan review fee (city review or third party review fee, as applicable) and applicable trade permit fee

(6) *Fence permit.*

New construction/replacement of different type fence -- residential	\$60
New construction/replacement of different type fence -- commercial	\$180.00
Fence replacement (same type and less than 50 percent of existing fence, if placed in same location)	No charge
Subdivision screening wall	\$130.00
Retaining wall requiring a permit – residential	\$100.00 + new residential plan review fee
Retaining wall requiring a permit – commercial	\$180 + new commercial plan review fee

(7) *Building demolition.*

Residential	\$140.00
Commercial	\$180.00
Asbestos survey required with submittal	

SECTION 3.

That Sections 9, 10, and 12 of Appendix A: Schedule of Rates, Fees and Charges of the Code of Ordinances of the City of Crowley, Texas, is hereby amended as follows.

(9) *Sign permits.*

A separate building electrical permit is required when signs require electricity. Work commencing before permit issuance shall be subject to a penalty fee of 100 percent of the
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usual permit fee in accordance with the International Building Code.	
Permanent signs: permit fee below plus \$350 plan review fee(costs from the third-party plan reviewer in excess of \$350 will be added to the permit fees)	
1—50 square feet	\$85.00
51—100 square feet	\$100.00
101—200 square feet	\$125.00
Over 200 square feet.	\$200.00
Weekend real estate (annual—per builder/developer)	\$100.00
Art/Murals (any commercial or downtown district)	No fee. Permit and city-staff approval required.
Temporary and portable signs:	
Temporary signs for which a permit is required	No fee
Grand opening/re-opening-business anniversary (all commercial and downtown districts)	Permit required. 30 days maximum. Three (3) temp signs max. No fee.
Garage sale / estate sale signs	Permit required. See Temporary Sales table.
Sign confiscation fees (per sign)	\$5.00
Off-premises portable sign	\$30.00; property owner permission required
Sign variance request	\$150.00
Master sign plan application	\$60

(10) Building permits (electrical) [...]

Temporary pole	\$60
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[remainder if this section is unchanged]

(12) Building permits (plumbing) [...]

Temporary Irrigation system (lawn sprinkler) (plus backflow)	\$60
...	
Unlisted plumbing permits by description of work, plus:	\$60

[remainder of this section is unchanged]

SECTION 4.

That Section 16 of Appendix A: Schedule of Rates, Fees and Charges of the Code of Ordinances of the City of Crowley, Texas, is hereby amended as follows.

(16) *Temporary sales; business fees.*

Construction offices/sales trailers	\$75.00
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Temporary tents (requires review from fire department)	\$20.00
Residential garage sales (three times per year)	\$5.00
Commercial sidewalk sales (three times per year)	\$5.00
Temporary business permit (six months, one per year)	\$35.00
Farmer's market space (ten x ten) per day	\$10.00
Mobile food vendor (food truck), not associated with a permitted or city-sponsored special event	\$200.00 annually; a new permit will be required if the vendor violates any conditions of approval or varies from the approved site plan
Food kiosk or cart not associated with a permitted or city-sponsored special event	\$200.00 annually; a new permit will be required if the vendor violates any conditions of approval or varies from the approved site plan

SECTION 5.

That Section 20 of Appendix A: Schedule of Rates, Fees and Charges of the Code of Ordinances of the City of Crowley, Texas, is hereby amended as follows.

<i>Fees below are in addition to county filing fees, engineering review fees, and any other applicable fees from the City of Crowley fee schedule</i>	
Preliminary plat	
Single family residential/duplex	\$500.00 plus \$10.00 per lot
Commercial/industrial/multifamily	\$600.00 plus \$10.00 per acre or portion thereof
Replat	\$500; if public hearing required, \$650
Final plat	
Single family residential/duplex	\$400 + \$10/lot, minimum fee \$500
Commercial/industrial/multifamily	\$500 + \$10/acre or portion thereof
Amended plats / minor plats	\$400.00 + county filing fee
Vacation of plats, plus filing fees	\$150.00 + county filing fee

SECTION 6.

That Section 21 of Appendix A: Schedule of Rates, Fees and Charges of the Code of Ordinances of the City of Crowley, Texas, is hereby amended as follows.

Classification of new or unlisted use	\$75.00
Administrative modification request	\$75.00
Zoning verification letter	\$25.00
Rezoning: <i>Third party review fees will be assessed separately</i>	
Smaller than 10 acres	\$650.00
10 – under 20 acres	\$1,000
20 acres or more	\$1,600.00
Special use application: <i>Third party review fees will be assessed separately</i>	

Smaller than 10 acres	\$650.00
10 – under 20 acres	\$1,000
20.01 acres or more	\$1,600.00
Planned development (or amendment), Mixed-use development (or amendment), Concept plan application (or amendment), Type II development plan application (or amendment) if not part of a PD or MU district application (<i>third party review fees will be assessed separately</i>):	
Smaller than 10 acres	\$900.00
10 – under 20 acres	\$1,400.00
20 acres or more	\$1,800.00
Renotification due to applicant request (e.g., request for postponement)	\$200.00
Zoning Board of Adjustment	
Variance request, per requested variance item	\$450.00
Appeals request, per request	\$450.00
Zoning Code Amendment	
Requests to amend the zoning code	\$450.00
Comprehensive Plan Amendment	
Including requests to amend the Future Land use Plan or Master Thoroughfare Plan	\$450
Sign Replacement Fee	
When zoning change notice signs are required to be posted, if the applicant does not return the sign and stakes in good condition	\$45
Re-Notice Fee	
If applicant has not maintained the zoning change notice sign for the legally-required period, and the notices must be provided again	New application fee

SECTION 7.

That Section 22 of Appendix A: Schedule of Rates, Fees and Charges of the Code of Ordinances of the City of Crowley, Texas, is hereby amended as follows.

(22) Other fees and charges for community development.

Pre-application submittal review	\$100 Staff may waive the fee for reviews that take less than 30 minutes to complete.
Request for a waiver from the subdivision regulations	\$250 This fee is waiver requests that are not part of a plat application.
Tree plan review	\$100 For review of tree preservation / removal plans that are not part of a final plat application
Subdivision construction inspection	
Review and Inspection Fee (related to construction and improving	\$250.00 per hour \$375. 00 per hour for any inspections occurring outside

public infrastructure for a subdivision lot)	of normal business hours with a minimum of two hours
Engineering review—Site plan, amending plat, or replat or any other project requiring engineering firm review, guidance, OR meeting attendance	An engineering review fee of \$500.00 shall be paid at time of application. The total cost (100 percent) in excess of \$500.00 for any outside sources used by the city will be paid by the developer prior to issuance of any building permits or acceptance of public improvements. This fee includes any discussions or meetings with applicants as part of the development approval process. Fees shall be charged anytime a project document is forwarded to the city's third-party engineering firm and/or any time the city incurs fees for a project. Following the approval of the application, any remaining funds shall be returned to the applicant upon request. No application may be approved, issued, or recorded until all outstanding fees have been paid.
Engineering review— Preliminary plat, final plat, or pre-application civil plan review or any other project requiring engineering firm review, guidance, or meeting attendance	An engineering review fee of \$1,500.00 shall be paid at time of application. The total cost (100 percent) in excess of \$1,500.00 for any outside sources used by the city will be paid by the developer prior to issuance of any building permits or acceptance of public improvements. The amount due at time of application may be waived for single family and duplex residential final plats involving 4 lots or fewer where sidewalks are required but no other public infrastructure is required and no civil plan review is needed; third party engineering fees accrued for these projects must still be paid. Fees shall be charged anytime a project document is forwarded to the city's third-party engineering firm and/or any time the city incurs fees for a project. Following the approval of the application, any remaining funds shall be returned to the applicant upon request. No application may be approved, issued, or recorded until all outstanding fees have been paid.
Cost of other professional fees	Actual fees shall be invoiced to applicant or property owner for incurred consultant fees for project review or inspections including but not limited to city attorney, planning consultant, engineering consultant, plan review, and building inspections. Fees shall be charged any time a project document is forwarded to said

	consultant(s) and/or any time the city incurs fees for project.
Street signs	Full cost due prior to issuance of building permits
Stop signs	Full cost due prior to issuance of building permits
Park land dedication, fees in lieu of land, per unit or lot	1.5 acres per 100 dwelling unit; or \$600.00 per dwelling unit
Park development fee	\$600.00 per dwelling unit
Tree replacement	Contact city staff for tree replacement fees based on species and size
Property abatement (high grass/trash/debris)	
Administration fee (includes cost associated with certified mailings, photographs, inspections and reinspections of property)	\$100.00
Residential abatement fee: Any outside services used by the city shall be paid at 100 percent of the cost to the city	The city will charge 100 percent of incurred expenses by the city
Commercial abatement fee (undeveloped property—SF20 or larger property)	Cost for outside services used by the city shall be paid at 100 percent of the cost
Filing fees	
Recording and releasing of liens	\$40.00 + county filing fees
Credit Card Processing Fee	3.25% of transaction total

SECTION 8.

The remaining sections of Appendix A are not amended hereby and shall remain in full force and effect.

SECTION 9.

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 10.

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 11.

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

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF CROWLEY, TEXAS, ON THIS 19TH DAY OF FEBRUARY, 2026.

CITY OF CROWLEY, TEXAS

Mayor, Billy P. Davis

ATTEST:

Carol Cannady, City Secretary

APPROVED AS TO FORM:

Rob Allibon, City Attorney



City of Crowley, Texas City Council Agenda Report

Presenter: Heather Gwin	Meeting Date: February 19, 2026
Department: Finance	Agenda Item: IV.5.
Subject: Discuss and consider adoption of Resolution R02-2026-479 declaring certain property as surplus to the City's needs; authorizing its sale; providing an effective date and authorizing staff to place surplus items for the city for auction.	

Background:

Staff has provided a Resolution to document the authorization of the sale or disposal of surplus. The city will utilize the Buyboard cooperative contract with Rene' Bates Auctioneers, Inc. for the online auction of surplus.

Recommendation:

Staff respectfully requests City Council consideration and approval of Resolution R01-2026-476 declaring certain property as surplus and authorizing items to be listed for auction or disposal.

Financial Information:

The contract with Rene' Bates Auctioneers, Inc. proposed a 10% Buyer's Premium in lieu of a commission. There will be no charge to the City.

Attachments:

1. Res R02-2026-479 Surplus Property
2. Exhibit A 021926 Surplus Property

RESOLUTION NO. R02-2026-

RESOLUTION OF THE CITY OF CROWLEY DECLARING CERTAIN PROPERTY AS SURPLUS TO THE CITY'S NEEDS; AUTHORIZING ITS SALE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Crowley has accumulated numerous items of surplus, as listed on Exhibit A.

WHEREAS, the City of Crowley wishes to sell surplus items of value, and dispose of surplus items of no value to the city.

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

The described property listed as Exhibit A is hereby declared surplus to the needs of the city. Staff is instructed to publicize and sell all items for the best available price, in accordance with State regulations; and, to dispose of surplus items of no value.

PRESENTED AND PASS ON THIS THE 19TH DAY OF FEBRUARY 2026, AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF CROWLEY, TEXAS.

CITY OF CROWLEY, TEXAS

Billy P. Davis, Mayor

ATTEST:

Carol Cannady
City Secretary

EXHIBIT A

PD Unit 112 VIN 1FM5K8AR0HGE39676



CD Unit 852 VIN 1FTYR1OD93PA12693



Auction Surplus Item Listing		
Item	Quantity	Description
Zero Turn Mower	3	Lot of 3 Parts Only Toro Zero Turn Mowers All inoperable and sold as is with no implied warranty VIEW ITEM PRIOR TO BIDDING
Fire Dept. Tool Bed Inside	1	Rolling insert for tool bed used by fire departments for storing response items and materials
Animal Control Bed Insert	1	Bed Insert for housing animals used by animal control departments
Snap On ACT 3000	1	Snap On ACT 3000 R12 Refrigerant Recovery/Recycling Center with two recovery cylinders, function unknown - SOLD AS IS VIEW ITEM PRIOR TO BIDDING



City of Crowley, Texas City Council Agenda Report

Presenter: Pleasant Brooks	Meeting Date: February 19, 2026
Department: Fire	Agenda Item: IV.6.
Subject: Discuss and consider approval of the annual contract (March 1, 2026, through February 28, 2027) for the fire and ambulance service with Saint Francis Village and authorize the Mayor to execute said contract.	

Background:

The proposed 2026-2027 annual contract with Saint Francis Village for fire and ambulance services reflects no rate increase from the 2025-2026 agreement. The "Lift Assist" component has been removed, as the Crowley Fire Department and Tarrant County Emergency District No. 1 are currently developing a separate agreement to address Lift Assist calls.

This contract provides for continued fire protection services for real and personal property, as well as emergency medical services (EMS), within the boundaries of Saint Francis Village.

Recommendation:

Staff respectfully recommends the approval of this contract.

Financial Information:

Saint Francis Village agrees to compensate the City in the total amount of \$25,000.00 for the contract year, payable in twelve (12) equal monthly installments of \$2,083.34.

In addition, for EMS services provided by the City, Tarrant County Emergency Services District No. 1 will remit payment to the City in the amount of \$250.00 per Lift Assist call.

Attachments:

1. Saint Francis Village 2026-2027

THE STATE OF TEXAS

KNOWN ALL MEN BY THESE PRESENTS

COUNTY OF TARRANT

INTERLOCAL AGREEMENT FOR FIRE PROTECTION AND AMBULANCE SERVICES

This Interlocal Agreement for Fire Protection and Ambulance Services ("Agreement") is entered into by and between the City of Crowley ("CROWLEY") and Saint Francis Village ("VILLAGE"), both being located within Tarrant County, Texas, ("the Parties") pursuant to the Interlocal Cooperation Act, Chapter 791, Texas Government Code.

WHEREAS, VILLAGE is a rural property owner and retirement community located outside the corporate limits of CROWLEY; and,

WHEREAS, CROWLEY has a paid personnel fire department which furnishes fire protection services and equipped ambulance services; and,

WHEREAS, the Parties desire to enter into this Agreement to provide fire protection services and emergency ambulance services to the VILLAGE; and,

WHEREAS, each Party is authorized to perform the services contemplated for it herein;

NOW, THEREFORE, in consideration of the mutual covenants and the terms and conditions set forth below, the Parties do hereby agree as follows:

Section 1.

The Parties hereto execute this Agreement for the purpose of providing fire protection services and emergency ambulance services to VILLAGE, as the need arises.

VILLAGE agrees that due to its distance from CROWLEY, the response time on any calls will be at least 15 to 20 minutes. CROWLEY makes no warranty or representation as to the adequacies, effectiveness, or response time of its services under this Agreement. Any request for assistance under this Agreement shall include a statement of the amount and type of equipment and number of personnel requested and shall specify the location to which the equipment and personnel are requested are to be dispatched, but the amount and type of equipment and number of personnel to be furnished shall be determined by CROWLEY's Fire Chief or Designee.

Section 2.

The Parties warrant and assure each other that they possess adequate legal authority to enter into this Agreement. VILLAGE warrants and assures CROWLEY that its governing body desires emergency assistance from CROWLEY. Each Party's governing body has authorized the signatory official(s) to enter into this Agreement and bind CROWLEY and VILLAGE to the terms of this Agreement and any subsequent amendments hereto.

Section 3.

The Parties agree to conduct all activities under this Agreement in accordance with all applicable rules, regulations, ordinances, and laws in effect or promulgated during the term of this Agreement.

Section 4.

This Agreement and attachments, as provided herein, constitute the complete Agreement between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein.

Except as otherwise provided herein, this Agreement cannot be modified without written consent of the parties.

Section 5.

The period of this Agreement shall be from March 1, 2026 to February 28, 2027. Thereafter, any further contract shall be negotiated between the parties.

Section 6.

In consideration of an annual fee of \$12,500 (twelve thousand five hundred dollars and no cents), paid by VILLAGE to CROWLEY, CROWLEY will provide fire protection service to the VILLAGE. In consideration of an annual fee of \$12,500 (twelve thousand five hundred dollars and no cents), paid by the VILLAGE to CROWLEY, CROWLEY will provide emergency ambulance service to VILLAGE. The total fee for both fire protection services and emergency ambulance services is \$25,000 (twenty-five thousand dollars and no cents). Payment may be made at a rate of \$2,083.34 (two thousand eighty-three dollars and thirty-four cents), per month.

The user fee compensation provided for ambulance services will not be affected by this contract. Ambulance user fees shall be charged to the user in accordance with the schedule of rates adopted by the City Council of CROWLEY. VILLAGE will not seek reimbursement or credit against funds received from individual ambulance users.

VILLAGE acknowledges that CROWLEY maintains a contract with the Tarrant County Emergency Services District #1. The compensation provided for fire protection by CROWLEY to VILLAGE shall be governed by this Agreement and not by the Contract between the Tarrant County Emergency Services District #1 and CROWLEY. VILLAGE shall not be entitled to seek reimbursement or credit against funds received by CROWLEY from Tarrant County Emergency Services District #1.

Section 7.

Any alterations, additions, or deletions to the terms of this Agreement, which are required by changes in federal and State law or regulations, are automatically incorporated into this Agreement without written amendment hereto, and shall become effective on the date designated by such law or regulation.

Section 8.

Each party shall operate under this Agreement as an independent contractor, and not as an agent, representative, servant or employee of the other. Subject to the terms of this Agreement, each party shall have the right to control the details of its performance hereunder.

Section 9.

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

Section 10.

VILLAGE hereby waives all claims, and hereby releases, and agrees to indemnify and/or reimburse, defend and hold harmless CROWLEY, its fire department, including its ambulance service, officials, agents, officers, employees, and volunteers in both their public and private capacities, from and against any and all claims, suits, demands, losses, damages, causes of action and liabilities of every kind, including all expenses of litigation or settlement, including but not limited to court costs and attorneys

fees which may arise due to any death or injury to any person, or the loss of, damage to, or loss of use of, any property, arising out of or occurring as a consequence of the performance of this Agreement whether such injuries, death, or damages are caused by CROWLEY's sole negligence or the joint negligence of CROWLEY and any other person or entity. It is the express intention of the parties hereto, that the indemnity provided for in this paragraph is indemnity by VILLAGE to indemnify and protect CROWLEY from the consequences of CROWLEY's own negligence, whether that negligence is sole or concurring cause of the injury, death, or damage. Furthermore, VILLAGE accepts responsibility for any loss or damage for which VILLAGE is responsible as determined and required by the Interlocal Cooperation Act, Section 791.006(a), Texas Government Code.

Section 11.

It is expressly understood and agreed that, in the execution of this Agreement, no Party waives, nor shall be deemed hereby to waive, any immunity or defense that would otherwise be available to it against claims by individuals or entities not a party to this Agreement, arising in the exercise of governmental powers and functions.

Section 12.

Each Party to this Agreement agrees that if legal action is brought under this Agreement, exclusive venue shall lie in Tarrant County. The laws of the State of Texas hereunder, shall govern the validity of this Agreement and or any of its terms or provisions, as well as the rights and duties of the parties.

THIS INSTRUMENT, IN DUPLICATE ORIGINALS, HAS BEEN EXECUTED BY THE PARTIES HERETO AS FOLLOWS:

Billy Davis, Mayor
City of Crowley

President/Director
Saint Francis Village

Date: _____

Date: _____

ATTEST:

Carol Konhauser, City Secretary