

#### CITY COUNCIL AGENDA

Monday, October 17, 2022 at 6:00 PM

City Hall – Council Chambers, 200 North Fifth, Crockett, TX 75835

Dr. lanthia Fisher, Mayor

Gene Caldwell, Council Member Darrell Jones, Council Member Ernest Jackson, Council Member Marquita Beasley, Council Member Mike Marsh, Mayor Pro Tem John Angerstein, City Administrator Mitzi Stefka, City Secretary William Pemberton, City Attorney Clayton Smith, Police Chief Jason Frizzell, Fire Chief

Notice is hereby given of a meeting of the City Council of Crockett to be held on **MONDAY, OCTOBER 17, 2022 at 6:00 PM** at City Hall – Council Chambers, 200 North Fifth, Crockett, Texas, for the purpose of considering the following agenda items. All agenda items are subject to action.

#### **OPEN MEETING WITH INVOCATION AND PLEDGE**

#### **RECOGNITION OF VISITORS**

**COMMENTS FROM AUDIENCE OR COUNCIL** (At this time, anyone will be allowed to speak on City related matters only; no personal matters or matters under litigation will be allowed. The length of time may not exceed three (3) minutes. NO Council discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law.)

#### **APPROVAL OF MINUTES**

REGULAR SESSION: SEPTEMBER 19, 2022

#### **REPORTS**

- POLICE DEPARTMENT MANPOWER & CRIMINAL INCIDENT REPORT FOR SEPTEMBER 2022
- 3. FIRE DEPARTMENT MONTHLY ACTIVITY & STATUS REPORT FOR SEPTEMBER 2022

#### **BUSINESS**

- 4. PUBLIC HEARING ON REQUEST FOR A SPECIFIC USE PERMIT FROM ROBIN OGG OF FG METALWORK TO ALLOW DISTRICT C-3 HORIZONTAL MIXED COMMERCIAL AND RESIDENTIAL USE OF THE BUILDING LOCATED AT 202 E. GOLIAD, CROCKETT, TEXAS 75835 AND IDENTIFIED AS PARCEL 464 BY THE HOUSTON COUNTY APPRAISAL DISTRICT. LEGAL DESCRIPTION: BEING LOT NINETY (90), BLOCK TWENTY-SIX (26) OF THE CITY OF CROCKETT, OUT OF THE A. E. GOSSETT HEADRIGHT SURVEY, ABSTRACT NO. 423, HOUSTON COUNTY, TEXAS
- 5. CONSIDER AND APPROVE REQUEST FOR A SPECIFIC USE PERMIT FROM ROBIN OGG OF FG METALWORK TO ALLOW DISTRICT C-3 HORIZONTAL MIXED COMMERCIAL AND RESIDENTIAL USE OF THE BUILDING LOCATED AT 202 E. GOLIAD, CROCKETT, TEXAS 75835 AND IDENTIFIED AS PARCEL 464 BY THE HOUSTON COUNTY APPRAISAL DISTRICT. LEGAL DESCRIPTION: BEING LOT NINETY (90), BLOCK TWENTY-SIX (26) OF THE CITY OF CROCKETT, OUT OF THE A. E. GOSSETT HEADRIGHT SURVEY, ABSTRACT NO. 423, HOUSTON COUNTY, TEXAS
- 6. CONSIDER AND APPROVE A RESOLUTION AND AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR THE TEMPORARY CLOSURE OF STATE RIGHT OF WAY FOR CHRISTMAS LIGHTING OF DOWNTOWN CROCKETT
- 7. CONSIDER AND APPROVE A RESOLUTION OF SUPPORT OF THE CITY COUNCIL OF THE CITY OF CROCKETT, TEXAS, AUTHORIZING SUBMISSION OF AN APPLICATION TO THE TEXAS DEPARTMENT OF HOUSING AND



COMMUNITY AFFAIRS FOR THE TEXAS HOME INVESTMENT PARTNERSHIPS PROGRAM; AND AUTHORIZING THE MAYOR OR CITY ADMINISTRATOR TO ACT AS THE CITY'S CHIEF EXECUTIVE OFFICER'S AND AUTHORIZED REPRESENTATIVES IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE PROGRAM

- 8. AWARD BID FOR ADMINISTRATIVE SERVICES RELATED TO THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS (TDHCA) HOME INVESTMENT PARTNERSHIPS PROGRAM
- 9. CONSIDER AND APPROVE RESIDENTIAL GARBAGE ROUTE CHANGES

#### **ADJOURNMENT**

In compliance with the Americans with Disabilities Act, the City of Crockett will provide for reasonable accommodations for persons attending City Council meetings. To better serve you, requests should be received 24 hours prior to the meetings. Please contact Mitzi Stefka, City Secretary, at 936-544-5156.

		CERTIFICATION	
	•	agenda of items to be considered by the Crockett City Council was ober 13, 2022 at 3:00 PM.	as
Mitzi Stefka, City Secret	ary		
I certify that the agenda	items to be considered	d by the City Council was removed from the City Hall window on th	ıe
day of	, 2022	Title	



MINUTES OF THE CROCKETT CITY COUNCIL MEETING HELD ON THE 19<sup>th</sup> DAY OF SEPTEMBER 2022 IN THE CITY HALL COUNCIL CHAMBERS, LOCATED AT 200 NORTH FIFTH IN THE CITY OF CROCKETT, HOUSTON COUNTY TEXAS AT 6:00 P.M.

THE COUNCIL MET IN REGULAR SESSION WITH THE FOLLOWING MEMBERS PRESENT: IANTHIA FISHER, GENE CALDWELL, ERNEST JACKSON & MARQUITA BEASLEY. CITY OFFICIALS PRESENT: CITY SECRETARY MITZI STEFKA, CITY ADMINISTRATOR JOHN ANGERSTEIN, POLICE CHIEF CLAYTON SMITH AND FIRE CHIEF JASON FRIZZELL. DARRELL JONES AND MIKE MARSH NOT PRESENT.

#### OPEN MEETING WITH INVOCATION AND PLEDGE

Mayor Fisher called the formal session open. Council member Jackson gave the invocation and all joined in the pledge.

#### RECOGNITION OF VISITORS

Mayor Fisher recognized all visitors present.

COMMENTS FROM AUDIENCE OR COUNCIL (At this time, anyone will be allowed to speak on City related matters only; no personnel matters or matters under litigation will be allowed. The length of time may not exceed three minutes. NO Council discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law.)

- Council member Beasley commended city workers for the work on streets
- ➤ Mayor Fisher Hispanic Heritage Day was a great event
- 1. APPROVAL OF MINUTES: SPECIAL MEETING SEPTEMBER 6, 2022

Council member Beasley made a motion to approve the minutes of the September 6, 2022 Special Meeting. Council member Jackson seconded the motion. Motion passes 3-0.

#### 2. CITY ADMINISTRATOR'S UPDATE ON CITY PROJECTS

Mr. Angerstein updated council on progress of city projects including major projects and grant programs, budgeted street construction projects, and water main and sewer construction projects.

3. POLICE DEPARTMENT MANPOWER & CRIMINAL INCIDENT REPORT FOR AUGUST 2022

Chief Smith reported for the month of August 2022; 13 total manpower, 2685 total manpower hours, 563 total calls and 9 total accidents. A breakdown of the criminal reports is included in the packets.

4. FIRE DEPARTMENT MONTHLY ACTIVITY & STATUS REPORT FOR AUGUST 2022

Fire Chief Frizzell reported for the month of August 2022 the following: 50 total calls. A breakdown is included in the packets.

5. PUBLIC HEARING ON REQUEST FROM JOSH AND ASHLEY CRABTREE FOR A ZONE CHANGE FROM C2, COMMERCIAL, TO R3, MULTIPLE-FAMILY RESIDENTIAL DISTRICT, FOR PROPERTY LOCATED AT 406 E. BONHAM STREET (PREVIOUSLY KNOWN AS 403 E. BONHAM), AND IDENTIFIED AS PARCEL 3377 BY THE HOUSTON COUNTY APPRAISAL DISTRICT. LEGAL DESCRIPTION BEING ALL THAT CERTAIN TRACT OR PARCEL OF LAND LOCATED IN THE CITY OF CROCKETT, HOUSTON COUNTY, TEXAS, AND BEING FURTHER DESCRIBED AS 0.0503 ACRE OF LAND IN THE A. E. GOSSETT SURVEY, A-423, HOUSTON COUNTY TEXAS, AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS ON EXHIBIT "A" OF A DEED FROM MICHELLE ANN MATNEY POUNDERS TO JOSHUA CRABTREE AND SPOUSE, ASHLEY CRABTREE, RECORDED AS INSTRUMENT NO. 20221558 OF THE DEED RECORDS OF HOUSTON COUNTY, TEXAS

Mayor Fisher opened the public hearing. Planning & Zoning recommended approval of zoning change. No public comments against request. Mayor Fisher closed public hearing.

6. CONSIDER AND APPROVE REQUEST FROM JOSH AND ASHLEY CRABTREE FOR A ZONE CHANGE FROM C2, COMMERCIAL, TO R3, MULTIPLE-FAMILY RESIDENTIAL DISTRICT, FOR PROPERTY LOCATED AT 406 E. BONHAM STREET (PREVIOUSLY KNOWN AS 403 E. BONHAM), AND IDENTIFIED AS PARCEL 3377 BY THE HOUSTON COUNTY APPRAISAL DISTRICT. LEGAL DESCRIPTION BEING ALL THAT CERTAIN TRACT OR PARCEL OF LAND LOCATED IN THE CITY OF CROCKETT, HOUSTON COUNTY, TEXAS, AND BEING FURTHER DESCRIBED AS 0.0503 ACRE OF LAND IN THE A. E. GOSSETT SURVEY, A-423, HOUSTON COUNTY TEXAS, AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS ON EXHIBIT "A" OF A DEED FROM MICHELLE ANN MATNEY POUNDERS TO JOSHUA CRABTREE AND SPOUSE, ASHLEY CRABTREE, RECORDED AS INSTRUMENT NO. 20221558 OF THE DEED RECORDS OF HOUSTON COUNTY, TEXAS

Council member Caldwell made a motion to approve the request from Josh and Ashley Crabtree for a Zone change from C2, commercial, to R3, multiple-family residential district, for property located at 406 E. Bonham Street (previously known as 403 E. Bonham), and identified as Parcel 3377 by the Houston County Appraisal District. Legal description being all that certain tract or parcel of land located in the City of Crockett, Houston County, Texas, and being further described as 0.0503 Acre of land in the A. E. Gossett survey, A-423, Houston County Texas, and being more particularly described by metes and bounds on exhibit "A" of a deed from Michelle Ann Matney Pounders to Joshua Crabtree and spouse, Ashley Crabtree, recorded as Instrument No. 20221558 of the deed records of Houston County, Texas. Council member Beasley seconded the motion. Motion passes 3-0.

7. CONSIDER AND APPROVE A RESOLUTION FOR THE CITY OF CROCKETT'S HAZARD MITIGATION PLAN

Council member Beasley made a motion to approve a Resolution for the City of Crockett's Hazard Mitigation Plan. Council member Caldwell seconded the motion. Motion passes 3-0.

## 8. CONSIDER AND APPROVE REAPPOINTMENT OF MEMBERS TO PLANNING & ZONING COMMISSION

Council member Beasley made a motion to approve the reappointment of David Tyer and Greg Simon to Planning & Zoning Commission. Council member Jackson seconded the motion. Motion passes 3-0.

9. CONSIDER AND APPROVE A RESOLUTION AND AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR THE TEMPORARY CLOSURE OF STATE RIGHT OF WAY FOR CHRISTMAS IN CROCKETT

Council member Jackson made a motion to approve the Resolution and Agreement with the Texas Department of Transportation for the temporary closure of State Right of Way for Christmas in Crockett. Council member Beasley seconded the motion. Motion passes 3-0.

## 10. CONSIDER AND APPROVE RESOLUTION FOR AMENDMENTS TO FISCAL YEAR 2022 BUDGET

Mr. Angerstein presented council with budget amendments which cover changes in revenue and expenses not included in the Fiscal Year 2022 budget and also includes the expenses resulting from Council approved projects throughout the year. Council member Beasley made a motion to approve the Resolution for amendments to the Fiscal Year 2022 Budget. Council member Caldwell seconded the motion. Motion passes 3-0.

11. AWARD BID FOR ADMINISTRATIVE SERVICES RELATED TO THE 2023 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM ADMINISTERED BY THE TEXAS DEPARTMENT OF AGRICULTURE (TDA)

Mr. Angerstein noted that sealed proposal packets were received and opened for the Texas Department of Agriculture Texas Community Development Block Grant Fund on Tuesday, September 13, 2022. Three sealed qualification packages were received; Traylor and Associates, Inc, Grantworks and KSBR. The evaluation team met to review the qualifications and recommends the city award the contract to Traylor and Associates. Council member Beasley made a motion to award bid for administrative services related to the 2023 Community Development Block Grant (CDBG) Program administered by the Texas Department of Agriculture (TDA) to Traylor & Associates. Council member Jackson seconded the motion. Motion passes 3-0.

## 12. CONSIDER AND APPROVE FISCAL YEAR 2023 STREET REPAIR PRIORITIZATION

Mr. Angerstein addressed each council members priorities for street repairs in the upcoming fiscal year. First discussed was Precinct 1; Council member Caldwell stated he

would like to see Easy, Red Bud, Wilson and any street in Rolling Hills. Precinct 3; Council member Jackson stated his picks are N. 3<sup>rd</sup> Street, Gossett, Sycamore, Burleson and 2<sup>nd</sup> Street to Pease. Precinct 4; Council member Beasley stated she would like to see Curtis, Thomas, Sowescor and 2<sup>nd</sup> Streets. Mr. Angerstein stated he had spoke with Council members in Precinct 2 and 5 previously to address the streets in those areas, he also noted that these priorities could change throughout the year. Council member Caldwell made a motion to approve Fiscal Year 2023 Street Repair Prioritization. Council member Jackson seconded the motion. Motion passes 3-0.

## 13. CONSIDER AND APPROVE LIQUIDATION OF CROCKETT ECONOMIC & INDUSTRIAL DEVELOPMENT CORPORATION'S 2014 AND 2016 PROSPERITY BANK DEBT

Mr. Gentry explained to council that the Economic Development Board voted to pay off this debt, which is currently \$315,284.03 with an interest rate of 3.95%. Council member Caldwell ask Mr. Gentry if this debt had been approved by city council, Mr. Gentry answered yes, they did. Mayor Fisher noted that there were concerns as to the timing of paying the loan off, with the forensic audit beginning soon. Mr. Gentry said that this is a long-term debt, that could be paid off and then that put that money to future expenditures. Council member Jackson ask Mr. Gentry when the debt was incurred. Mr. Gentry replied that it was initiated in 2004, paid down and renegotiated in 2014 and then again in 2016, which brought the balance down to \$600,000 and since then monthly payments have been made. Mr. Gentry stated this debt was done with the City's approval, to help the City, and goes back to the State School renovations. Council member Caldwell ask how the debt was leveraged. Mr. Gentry stated that in 2014 council passed Resolution No. R-06-04, that was supplemented or backed by the city. Council member Jackson ask if this debt pay off could be done at a later time. Mr. Wade Thomas stated \$27,000 could be saved by paying the debt off now. Mayor Fisher inquired about the time frame and amount by waiting a month or two. Mr. Thomas stated it would be \$35.00 a day or \$1000.00 a month. Council member Caldwell made a motion to table the table the item and not pay off the debt until after the forensic audit is complete. No second. Motion fails. Council member Jackson made a motion to approve the liquidation of Crockett Economic & Industrial Development Corporation's 2014 and 2016 Prosperity Bank debt. Council member Beasley seconded the motion. Motion passes 3-1. Council member Caldwell voted against the motion.

#### **ADJOURNMENT**

Without objection, Mayor Fish	ner adjourned the meeting at 7:14 P.M.
	Dr. Ianthia Fisher, Mayor
ATTEST:	Di. landila i islici, iviayor
Mitzi Stefka City Secretary	



## City of Crockett POLICE DEPARTMENT

COURTESY Ite

Item 2.

CROCKETT, TEXAS 75835 —

936-544-2021 \* 200 NORTH FIFTH STREET

CHIEF OF POLICE
Clayton Smith

**Mayor** Dr. Ianthia FIsher

September		2022
Manpower:	14	
Manpower Hours:	2314	
Calls:	489	
Accidents:	10	
Arrests:	72	
Traffic:	210	
Reports:	85	
Alarm Calls:	25	
False Alarms:	20	

6	Possession of Drug Paraphernalia:	:	Assault:
7	Possession of Marijuana:	:	Burglary:
1	Public Intoxication:	: /	Criminal Mischief:
1	Resisting Arrest:	: 1	Criminal Trespass:
9	Theft:	: 7	Disorderly Conduct:
5	Unlawful Possession of Firearm:	: :	Driving While Intoxicated:
0	Unauthorized use of Motor Vehicle:	: :	Forgery:
59	Miscellaneous Offenses:	: :	Possession of Controlled Substance:

No Fault Alarms: 5

Comments: REPORTING PERIOD: SEPTEMBER 1-30, 2022 MISCELLANEOUS OFFENSES INCLUDES 24 WARRANT

SERVICES.

2022	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC	YTD	AVG
CITY CALLS	25	27	40	31	27	19	29	32	22	0	0	0	252	0
STRUCTURE FIRES:	0	0	2	0	2	0	1	1	0	0	0	0	0	0
Business	0	0	0	0	0	0	0	1	0	0	0	0	0	0
Residential	0	0	2	0	2	0	1	0	0	0	0	0	5	0
VEHICLE FIRES	2	1	2	1	1	1	1	0	0	0	0	0	9	0
GRASS / WOODS FIRES	0	0	0	0	0	0	0	3	3	0	0	0	0	0
REFUSE / TRASH FIRE	1	1	0	1	1	0	1	0	0	0	0	0	0	0
VEHICLE ACCIDENT	5	8	5	9	6	2	3	5	3	0	0	0	0	0
VEHICLE ACCIDENT w/RESCUE	0	0	0	0	0	0	1	0	0	0	0	0	0	0
TECHNICAL RESCUE	0	0	4	0	0	0	2	0	1	0	0	0	0	0
														0
POWERLINE EMERGENCIES	1	4	9	2	4	1	5	9	2	0	0	0	0	0
TREES DOWN	0	0	0	0	1	0	0	1	0	0	0	0	0	0
NATURAL/LPG GAS LEAK	2	0	3	3	1	2	1	1	1	0	0	0	0	0
HAZ-MAT SPILL / LEAK	0	3	0	1	2	0	1	1	0	0	0	0	0	0
CARBON MONOXIDE ALARM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
EMS FIRST RESPONDER	2	1	4	1	2	0	3	2	2	0	0	0	0	0
EMS LIFT ASSIST	0	1	0	1	2	4	0	2	1	0	0	0	0	0
LANDING ZONE SET-UP	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FALSE ALARM BUSINESS	2	3	6	7	0	2	3	3	3	0	0	0	0	0
FALSE ALARM RESIDENTIAL	7	0	3	0	1	2	2	1	1	0	0	0	0	0
TERRORISTIC/BOMB THREAT	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FIRE / SMOKE INVESTIGATION	3	4	0	4	4	2	5	3	4	0	0	0	29	0
CONTROL BURN	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TRAFFIC CONTROL	0	0	1	1	0	0	0	0	1	0	0	0	3	0
AGENCY ASSIST	0	1	1	0	0	3	0	0	0	0	0	0	5	0
ARSON ARREST	0	0	0	0	0	0	0	0	0	0	0	0	0	0

2022	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD	AVG
COUNTY CALLS	22	16	26	21	17	16	12	18	12	0	0	0	160	0
STRUCTURE FIRES:	0	3	2	0	1	0	0	1	1	0	0	0	0	0
Business	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Residential	0	3	2	0	1	1	1	1	1	0	0	0	0	0
VEHICLE FIRES	0	0	0	1	2	0	2	2	1	0	0	0	0	0
GRASS / WOODS FIRES	15	7	14	6	5	7	4	8	6	0	0	0	0	0
REFUSE / TRASH FIRE	0	0	1	0	0	1	0	0	0	0	0	0	0	0
VEHICLE ACCIDENT	5	3	3	5	3		3		1	0	0	0	0	0
VEHICLE ACCIDENT w/Extrication	0	0	0	0	1	0	0	-	0	0	0	0	0	0
TECHNICAL RESCUE	0	0	0	0	0		0	0	0	0	0	0	0	0
LANDING ZONE SET-UP	0	0	0	0	0		0	0	0	0	0	0	0	0
HAZ-MAT SPILL / LEAK	0	0	0	0	0	0	0	0	0	0	0	0	0	0
POWERLINE EMERGENCIES	0	0	1	2	1	0	0	0	1	0	0	0	0	0
TREES DOWN	0	0	0	2	3		0	0	0	0	0	0	0	0
NATURAL/LPG GAS LEAK	0	0	0	1	0	0	1	0	1	0	0	0	0	0
														0
OIL/GAS WELL FIRE	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CARBON MONOXIDE ALARM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
EMS FIRST RESPONDER	0	0	3	0	0	0	0	_	0	0	0	0	0	0
EMS LIFT ASSIST	0	0	0	1	0	0	0	2	0	0	0	0	0	0
FALSE ALARM BUSINESS	0	1	0	0	0	0	0	0	0	0	0	0	1	0
FALSE ALARM RESIDENTIAL	0	0	0	1	0	1	1	0	0	0	0	0	0	0
												0		0
TERRORISTIC THREAT	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FIRE / SMOKE INVESTIGATION	1	2	2	2	1	1	0	2	0	0	0	0	0	0
TRAFFIC CONTROL	1	0	1	0	0	0	0	0	0	0	0	0	0	0
CONTROL BURN	0	0	0	0	0	0	0	0	0	0	0	0	0	0

2022	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD	AVG
TOTAL CALLS	47	43	66	52	44	35	41	50	34	0	0	0	412	0
ACTIVE MEMBERS (PAID / VOL.)	19	19	18	18	18	18	18	18	18	0	0	0	0	0
PAYROLL	\$4,900	\$4,900	\$6,500	\$4,600	\$5,100	\$5,100	\$5,100	\$5,100	\$5,100	\$0	\$0	\$0	\$0	0
VOLUNTEER MAN HOURS	315	320	415	380	375	355	360	353	300	0	0	0	0	0
COST PER MAN HOUR	\$15.56	\$15.21	\$15.66	\$12.11	\$13.60	\$14.36	\$14.17	\$14.47	\$17.00	\$0.00	0	\$0.00	\$0.00	0
FIREFIGHTER INJURIES	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FIREFIGHTER FATALITIES	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CIVILIAN INJURIES	0	0	1	0	0	0	0	0	0	0	0	0	0	0
CIVILIAN FATALITIES	0	0	0	1	1	0	0	0	0	0	0	0	0	0
MUTUAL AID GIVEN	12	4	14	3	1	4	7	3	3	0	0	0	0	0
MUTUAL AID RECEIVED	1	4	0	4	1	1	0	5	2	0	0	0	0	0
OUT OF COUNTY CALLS	1	0	0	0	0	0	0	0	0	0	0	0	0	0

Notes:

## Crockett

## City of Crockett

### Planning & Zoning Commission and City Council Action Taken for Specific Use Permit Application

Applicant's/Property Owner's Information.
Applicant's Full Name: Robin Ogg of FG Metalwork
Property Owner's Full Name: Robin Ogg
Property Address Under Consideration: 202 E. Goliad; HCAD Parcel 464; Lot 90, Block 26, City of Crockett
Nature of Specific Use Permit Request: District C-3 Horizontal Mixed Commercial & Residential Use
Present Zoning District: C-3 Requested Zoning District (if applicable): No Change Requested
Criteria for Specific Use Permit. (Used as basis for approving a specific use permit.)
Will the proposed use adversely affect the character and appropriate use of the area or neighborhood in which it would be located?  Yes No If yes, describe adverse impact:
Will the proposed use substantially depreciate the value of adjacent and nearby properties for use in accordance with regulations of the zoning district in which they are located?  Yes No If yes, describe reason for substantial depreciation:
Will the proposed use be in keeping with the spirit and intent of City ordinance?  Yes No If no, explain:
How will the proposed use affect the traffic circulation of the district in which it is proposed?
No negative impact
How will the proposed use affect the public utilities of the district in which it is proposed?  No negative impact
How will the proposed use affect the health, safety and general welfare of the community?  No negative impact
Code Enforcement Officer or Designee  Oldon Date (mm/dd/yyyy)



## City of Crockett

## Planning & Zoning Commission and City Council Action Taken for Specific Use Permit Application

Planning & Zoning Commission's Public Hearing Actio	
Date of Public Hearing: October 11, 2022, 12:15 pm	+ 2:
Number of property owners who were mailed notices own land lying within 200 feet of the C-3 property for Number of affected property owners, other than appli in favor of application approval	which proposed change is sought:15
Comments:	S. S. D.S. S.
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
Planning & Zoning Commission's Motion:	
Recommend approval of permit. Special Condit	tions: No change in ownership or business operations
Recommend disapproval of permit. Reasons:	
Table application for following reasons:	
Motion Made by: Wade Thomas N  Vote on Motion. For: S Against:	Motion Seconded by: Connie Strban
Vote on Motion. For: S Against:	0
P&Z Chairman	10/11/2022 Date (mm/dd/yyyy)
Action Taken by City Council	
Date of City Council Meeting: October 17 2	.022 6:00 p.n.
Approve permit. Special Conditions:	
Disapprove permit. Reasons:	
Table application for following reasons:	K A 1
Motion Made by:	Motion Seconded by:
Vote on Motion. For: Against:	
Mayor	Date (mm/dd/yyyy)



# City of Crockett Specific Use Permit Application for C-3 Commercial and Residential Mixed-Use

Instructions: Schedule an initial feasibility review discussion with the Code Enforcement Official at City Hall (936-544-5156, Ext. 207). If proceeding with the application after the discussion, submit this completed form to the Code Enforcement Official along with:

- a copy of the property deed with legal description;
- a detailed description of the first-floor commercial business (name of business, type of business, with copy of Sales Tax Permit if applicable), and proposed business days and hours during which the commercial establishment will be open to the public.
- a project plan illustrating and describing the proposed mixed use, to include a blueline or blackline print of the location and dimensions of all buildings on the lot, identification of square footage for commercial space and for each residential unit, all existing streets, sidewalks, and points of access to the mixed-use building, entryways, description of building façade, including windows, balconies, porches, stoops, or similar architectural features; placement and length of awnings and signs; estimated number of residential parking spaces required and proposed plans for on-street parking or for off-street parking areas with parking spaces individually drawn and counted.
- \$100 fee to cover costs of application review and processing (cash, check or money order made out to City of Crockett, or credit card).

Part I. Applicant's/Property Owner's Personal Information							
Applicant's Full Name: Robin Dane OCA							
Mailing Address: 202 E GOLIAC AVE							
Email Address: Ydo Mogo 573@amal comPhone Number: 2817808812							
Are you the property owner for the C-3 district property proposed for mixed-use? \(\begin{array}{c}\) No \(\begin{array}{c}\) Yes							
If no, provide the following information for property owner.							
Property Owner's Full Name:							
Mailing Address:							
Email Address: Phone Number:							
Part II. Proposed C-3 Mixed Use							
Property Address:							
One-Story Building Two-Story Building Three-Story Building							
Proposed Mixed-Use: [Check applicable box(es) indicating horizontal and/or vertical residential use.]  First Floor Horizontal Residential Use: Number of Proposed Residential Units:  First floor residential use will be: more than less than 50 percent of gross floor area.  Upper Floor Vertical Residential Use: Number of Proposed Residential Units:  Upper floor residential use will be: more than less than 50 percent of gross floor area.							



# City of Crockett Specific Use Permit Application for C-3 Commercial and Residential Mixed-Use

#### Part III. Acknowledgements and Signature

#### I certify that:

- all information provided on and with this application (deed, project plan, etc.) is true and correct to the best of my knowledge;
- · no requested information has been withheld; and
- I understand that I must notify the Code Enforcement Official of any changes to the information provided on or with this application.

I understand that if the specific use permit is granted,

- I musts obtain an updated certificate of occupancy, and I may be required to obtain a building permit if certain upgrades are required (e.g., relating to plumbing, electricity, HVAC);
- if no construction has begun or no use established for which the specific use permit has been granted within 120 days from the date of approval by the city council, such specific use permit will lapse and be of no other effect;
- if the use for which a specific use permit is issued is discontinued and not resumed within 90 days from the last day in which the use existed, the specific use permit will lapse and be of no other effect; and
- failure to honor and abide by the terms of the grant of the specific use permit constitutes immediate and automatic termination of the permit. The code enforcement official will provide notification of such a termination, and within thirty (30) days of such notification I must terminate all land use activities relating to the permit. Thereafter, the site may be used only for activities defined as uses permitted by right within the C-3 district.

Signature of Applicant	9-12-2022 Date (mm/dd/yyyy)
Signature of Property Owner (if different)	Date (mm/dd/yyyy)
Part IV. To be Completed by Code Enforcement Officer or I	Designee
Date Application Received: $9//3/22$ Comments	(if any):
	1 1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2
\$100 Fee Paid:	Date Paid:
For Rich Yr/a  Code Enforcement Officer or Designee 1 RDW	9//3/22 Date (mm/dd/yyyy)

#### **General Warranty Deed**

Notice of confidentiality rights: If you are a natural person, you may remove or strike any or all of the following information from any instrument that transfers an interest in real property before it is filed for record in the public records: your Social Security number or your driver's license number.

Date:

October 25, 2021

Grantor:

KEVIN K. HOLBROOK, a single person

Grantor's Mailing Address:

2301 E. Goliad Ave. Ste. 102

Crockett, Houston County, Texas 75835

Grantee:

ROBIN OGG, a married person

Grantee's Mailing Address:

4811 Hawthorne Street

Seabrook, Harris County, Texas 77586

Consideration:

Cash and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged.

#### Property:

Being Lot Ninety (90), Block Twenty-Six (26) of the City of Crockett, out of the A.E. GOSSETT HEADRIGHT SURVEY, Abstract No. 423, Houston County, Texas.

Reservations from Conveyance:

**NONE** 

Exceptions to Conveyance and Warranty:

Liens described as part of the Consideration and any other liens described in this deed as being either assumed or subject to which title is taken; validly existing easements, rights-of-way, and prescriptive rights, whether of record or not; all presently recorded and validly existing restrictions, reservations, covenants, conditions, oil and gas leases, mineral interests, and water interests outstanding in persons other than Grantor, and other instruments, other than conveyances of the surface fee estate, that affect the Property; validly existing rights of adjoining owners in any walls and fences situated on a common boundary; any discrepancies, conflicts, or shortages in area or boundary lines; any encroachments or overlapping of improvements.

Grantor, for the Consideration and subject to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any way belonging, to have and to hold it to Grantee and Grantee's heirs, successors, and assigns forever. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the Property to Grantee and Grantee's heirs, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty.

When the context requires, singular nouns and pronouns include the plural.

KEVIN K. HOLBROOK

THE STATE OF TEXAS:

THE COUNTY OF HOUSTON:

This instrument was acknowledged before me on this 25 day of October, 2021 by **KEVIN K. HOLBROOK.** 

[SEAL]

RANDI KATELYN ALLEN Notary ID #131249889 My Commission Expires NOTARY PUBLIC in and for the

State of Texas

My Commission Expires: 8/18/2025

After recording, return to: Robin Ogg 4811 Hawthorne Street Seabrook, Texas 77586

#### walkerr@crocketttexas.org

From:

FILTHY GRINGOS < robinogg573@gmail.com>

Sent:

Tuesday, September 13, 2022 10:56 AM

To: Subject: walkerr@crocketttexas.org Robin Ogg 202 E Goliad Ave

FG Metalwork is a husband and wife team out of Crockett, Tx. Ronald and Robin have been operating FG since 2017 as a full time company.

Ronald has over twenty years experience as a custom builder and Robin operates FG Metalwork, as well as runs a plasma table for all your metal art needs. We do everything from full build choppers to fabricated custom handlebars and sissy bars for any make and model for example, Harley Davidson, Honda and Indian. Occasionally we do small motor repair on four wheelers, scooters, side by sides and golf carts.

Ronnie specializes in traditional hand forging metal fabrication, he can build anything you can dream, all starts with an idea. Everything we do is custom and made here in America.

Business hours Tuesday-Saturday 10am -6pm

We have a 5,000sqft building Located at 202 E. Goliad Ave. in Crockett texas. 2500 ft.<sup>2</sup> is our business front that faces Goliad Avenue, 1500 ft.<sup>2</sup> is living space and the remaining thousand square feet is dedicated to an outdoor porch at the rear of the building. We own a portion of the parking lot behind our building where we have one vehicles that are parked. Our customer parking will remain in Goliad Avenue as our customer base only requires temporary parking.

Texits Single Story Partingin rear

GOLIAD AVE

Residuacial I Commercal 202 EGOIXA AUL Pubin 099 FG Metalwark

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HWS	ten Ave						
Parking	Easement						
PARKING							
PAT	10 1000 sqf7						
, \1	(,)						
LIVIN	SPACE 15008PA						
	2500sqF+						
Shap	Showroom						

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**COUNTY OF HOUSTON §** 

## AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT OF WAY

**THIS AGREEMENT** is made by and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the "State," and the City of \_\_\_\_\_\_, a municipal corporation, acting by and through its duly authorized officers, hereinafter called the "local government."

#### WITNESSETH

WHEREAS, the State owns and operates a system of highways for public use and benefit, including \_\_\_\_\_\_, in \_\_\_\_\_\_, in \_\_\_\_\_\_, County; and

**WHEREAS**, the local government has requested the temporary closure of <u>State Highways</u> around the <u>EAST SIDE</u> of the square in <u>Crockett</u> for the purpose of <u>the Christmas Lighting of Downtown Crockett</u> (<u>November 16, 2022</u>), from <u>5:00 PM</u> to <u>7:00 PM</u> as described in the attached "Exhibit A," hereinafter identified as the "Event;" and

WHEREAS, the Event will be located within the local government's incorporated area; and

**WHEREAS**, the State, in recognition of the public purpose of the Event, wishes to cooperate with the City so long as the safety and convenience of the traveling public is ensured and that the closure of the State's right of way will be performed within the State's requirements; and

**WHEREAS**, on the <u>17<sup>th</sup></u> day of <u>October</u>, 20 <u>22</u>, the <u>Crockett</u> City Council passed Resolution / Ordinance No. <u>R-10-22</u>, attached hereto and identified as "Exhibit B," establishing that the Event serves a public purpose and authorizing the local government to enter into this agreement with the State; and

WHEREAS, 43 TAC, Section 22.12 establishes the rules and procedures for the temporary closure of a segment of the State highway system; and

**WHEREAS**, this agreement has been developed in accordance with the rules and procedures of 43 TAC, Section 22.12;

**NOW, THEREFORE**, in consideration of the premises and of the mutual covenants and agreements of the parties hereto, to be by them respectively kept and performed as hereinafter set forth, it is agreed as follows:

#### AGREEMENT

#### Article 1. CONTRACT PERIOD

This agreement becomes effective upon final execution by the State and shall terminate upon completion of the Event or unless terminated or modified as hereinafter provided.

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#### Article 2. EVENT DESCRIPTION

The physical description of the limits of the Event, including county names and highway numbers, the number of lanes the highway has and the number of lanes to be used, the proposed schedule of start and stop times and dates at each location, a brief description of the proposed activities involved, approximate number of people attending the Event, the number and types of animals and equipment, planned physical modifications of any manmade or natural features in or adjacent to the right of way involved shall be attached hereto along with a location map and identified as "Exhibit C."

#### Article 3. OPERATIONS OF THE EVENT

- **A.** The local government shall assume all costs for the operations associated with the Event, to include but not limited to, plan development, materials, labor, public notification, providing protective barriers and barricades, protection of highway traffic and highway facilities, and all traffic control and temporary signing.
- **B.** The local government shall submit to the State for review and approval the construction plans, if construction or modifications to the State's right of way is required, the traffic control and signing plans, traffic enforcement plans, and all other plans deemed necessary by the State. The State may require that any traffic control plans of sufficient complexity be signed, sealed and dated by a registered professional engineer. The traffic control plan shall be in accordance with the latest edition of the Texas Manual on Uniform Traffic Control Devices. All temporary traffic control devices used on state highway right of way must be included in the State's Compliant Work Zone Traffic Control Devices List. The State reserves the right to inspect the implementation of the traffic control plan and if it is found to be inadequate, the local government will bring the traffic control into compliance with the originally submitted plan, upon written notice from the State noting the required changes, prior to the event. The State may request changes to the traffic control plan in order to ensure public safety due to changing or unforeseen circumstances regarding the closure.
- **C**. The local government will ensure that the appropriate law enforcement agency has reviewed the traffic control for the closures and that the agency has deemed them to be adequate. If the law enforcement agency is unsure as to the adequacy of the traffic control, it will contact the State for consultation no less than 10 workdays prior to the closure.
- D. The local government will complete all revisions to the traffic control plan as requested by the State within the required timeframe or that the agreement will be terminated upon written notice from the State to the local government. The local government hereby agrees that any failure to cooperate with the State may constitute reckless endangerment of the public and that the Texas Department of Public Safety may be notified of the situation as soon as possible for the appropriate action, and failing to follow the traffic control plan or State instructions may result in a denial of future use of the right of way for three years.
- **E.** The local government will not initiate closure prior to 24 hours before the scheduled Event and all barriers and barricades will be removed and the highway reopened to traffic within 24 hours after the completion of the Event.
- **F.** The local government will provide adequate enforcement personnel to prevent vehicles from stopping and parking along the main lanes of highway right of way and otherwise prevent interference with the main lane traffic by both vehicles and pedestrians. The local government will prepare a traffic enforcement plan, to be approved by the State in writing at least 48 hours prior to the scheduled Event. Additionally, the local government shall provide to the State a letter of certification from the law enforcement agency that will be providing traffic control for the Event, certifying that they agree with the enforcement plan and will be able to meet its requirements.
- **G.** The local government hereby assures the State that there will be appropriate passage Traffic\_Closure Incorporated (TEA30A) Page 2 of 8 Rev. 05/02/2008

Item 6.

Agreement No.

allowance for emergency vehicle travel and adequate access for abutting property owners during construction and closure of the highway facility. These allowances and accesses will be included in the local government's traffic control plan.

**H.** The local government will avoid or minimize damage, and will, at its own expense, restore or repair damage occurring outside the State's right of way and restore or repair the State's right of way, including, but not limited to, roadway and drainage structures, signs, overhead signs, pavement markings, traffic signals, power poles and pavement, etc. to a condition equal to that existing before the closure, and, to the extent practicable, restore the natural and cultural environment in accordance with federal and state law, including landscape and historical features.

#### Article 4. OWNERSHIP OF DOCUMENTS

Upon completion or termination of this agreement, all documents prepared by the local government will remain the property of the local government. All data prepared under this agreement shall be made available to the State without restriction or limitation on their further use. At the request of the State, the Local Government shall submit any information required by the State in the format directed by the State.

#### Article 5. TERMINATION

- A. This agreement may be terminated by any of the following conditions:
  - (1) By mutual written agreement and consent of both parties.
  - (2) By the State upon determination that use of the State's right of way is not feasible or is not in the best interest of the State and the traveling public.
  - (3) By either party, upon the failure of the other party to fulfill the obligations as set forth herein.
  - (4) By satisfactory completion of all services and obligations as set forth herein.
- **B.** The termination of this agreement shall extinguish all rights, duties, obligations, and liabilities of the State and local government under this agreement. If the potential termination of this agreement is due to the failure of the local government to fulfill its contractual obligations as set forth herein, the State will notify the local government that possible breach of contract has occurred. The local government must remedy the breach as outlined by the State within ten (10) days from receipt of the State's notification. In the event the local government does not remedy the breach to the satisfaction of the State, the local government shall be liable to the State for the costs of remedying the breach and any additional costs occasioned by the State.

#### Article 6. DISPUTES

Should disputes arise as to the parties' responsibilities or additional work under this agreement, the State's decision shall be final and binding.

#### Article 7. RESPONSIBILITIES OF THE PARTIES

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

#### Article 8. INSURANCE

**A.** Prior to beginning any work upon the State's right of way, the local government and/or its contractors shall furnish to the State a completed "Certificate of Insurance" (TxDOT Form 1560, latest edition) and shall maintain the insurance in full force and effect during the period Traffic\_Closure Incorporated (TEA30A)

Page 3 of 8

Rev. 05/02/2008

that the local government and/or its contractors are encroaching upon the State right of way. **B.** In the event the local government is a self-insured entity, the local government shall provide the State proof of its self-insurance. The local government agrees to pay any and all claims and damages that may occur during the period of this closing of the highway in accordance with the terms of this agreement.

#### Article 9. AMENDMENTS

Any changes in the time frame, character, agreement provisions or obligations of the parties hereto shall be enacted by written amendment executed by both the local government and the State.

#### Article 10. COMPLIANCE WITH LAWS

The local government shall comply with all applicable federal, state and local environmental laws, regulations, ordinances and any conditions or restrictions required by the State to protect the natural environment and cultural resources of the State's right of way.

#### **Article 11. LEGAL CONSTRUCTION**

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

#### **Article 12. NOTICES**

All notices to either party by the other required under this agreement shall be delivered personally or sent by certified U.S. mail, postage prepaid, addressed to such party at the following respective addresses:

Department of Transportation
orth Timberland Drive
TX 75901
_

All notices shall be deemed given on the date so delivered or so deposited in the mail, unless otherwise provided herein. Either party hereto may change the above address by sending written notice of such change to the other in the manner provided herein.

#### **Article 13. SOLE AGREEMENT**

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

**IN TESTIMONY WHEREOF**, the parties hereto have caused these presents to be executed in duplicate counterparts.

	Agreement No	L
THE CITY OFCROCKETT Executed on behalf of the local government	nent by:	
ByCity Official	Date October 17, 2022	
Typed or Printed Name and Title	Dr. lanthia Fisher, Mayor	
	City of Crockett	
for the purpose and effect of activating a	approved for the Texas Transportation Commission and/or carrying out the orders, established policies authorized by the Texas Transportation	on or
By	Date	

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#### **Exhibit A**

This is the 1<sup>st</sup> Annual Christmas Lighting of Downtown Crockett.

This event is sponsored by the Downtown Crockett Association in partnership with the Crockett Ministerial Alliance.

It will include choirs and speakers from area churches.

# DOWNTOWN CROCKETT ASSOCIATION

7 October 2022

John Angerstein, CPM

City Administrator – Crockett TX

Mr. Angerstein,

The Downtown Crockett Association in partnership with The Crockett Ministerial Alliance will be hosting the official Christmas Lighting of Downtown Crockett on Wednesday, November 16 beginning at 6pm. The event will last approximately one hour and will include choirs and speakers from area churches.

The event will center around the EAST SIDE of the CROCKETT SQUARE. This will be a pedestrian only event and will require closing the Square to vehicular traffic beginning at 5pm. We are asking that the 100 Block of S. 5<sup>th</sup>. St. be barricaded, between Houston and Goliad Avenues by 5pm. With reopening at approximately 6:30pm. The one way through traffic at this location will be rerouted on S. 7<sup>th</sup>. St. Please see the attached map.

We have a very small group of volunteers and will need assistance from the city and/or county to help with directing traffic.

The Downtown Crockett Association looks forward to making this an annual event and appreciates the help of the city and county. Should you need more information, please don't hesitate to call.

Best Regards,

Suzan C. Knox

936.544.6867

Agreement No.\_\_\_\_\_

### Exhibit B

**SEE ATTACHED RESOLUTION NO. R-10-22** 

## CITY OF CROCKETT RESOLUTION NO. R-10-22

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF CROCKETT, TEXAS, authorizing the City to enter into agreement with the State for temporary closure of the East Side of State Highway for the Christmas Lighting of Downtown Crockett.

WHEREAS, the State owns and operates a system of highways for public use and benefit, including Crockett, Texas, Houston County; and

WHEREAS, the City has requested the temporary closure for the purposes of the Christmas Lighting of Downtown Crockett; and

WHEREAS, the event will be located within the City's incorporated area; and

WHEREAS, the City hereby assures the State that there will be appropriate passage allowance for emergency traffic; now, therefore,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CROCKETT, TEXAS** that the Mayor of the City of Crockett be, and is hereby authorized to execute an agreement with the State for temporary closure of State Highways for the Christmas Lighting of Downtown Crockett.

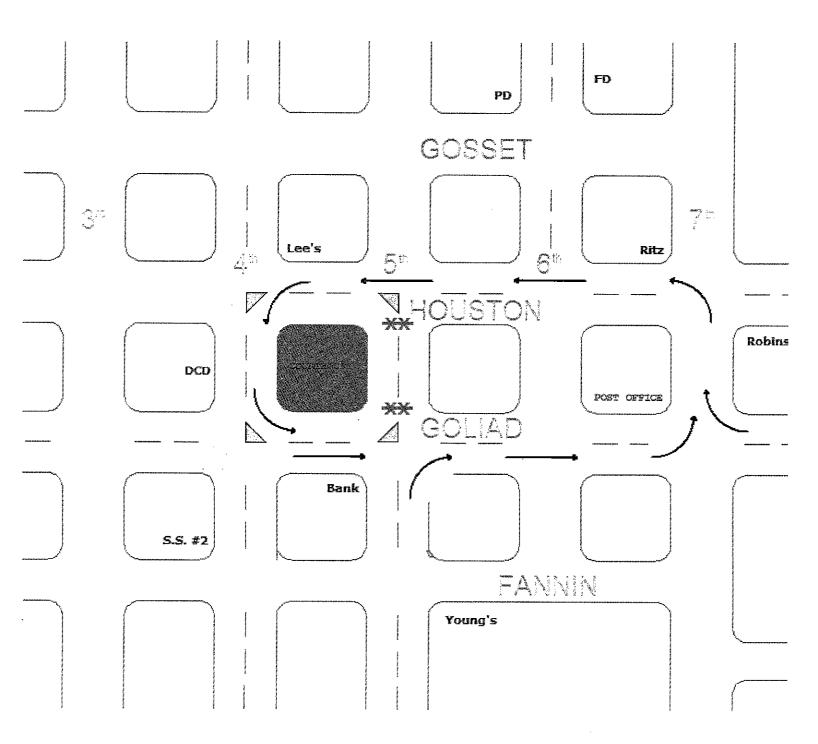
PASSED AND APPROVED, this 17th day of October 2022.

Dr. Ianthia Fisher, Mayor

Agreement No.\_\_\_\_\_\_

#### **Exhibit C**

### **SEE ATTACHED MAP**



#### **RESOLUTION NO. R-10B-22**

**WHEREAS,** the Texas Department of Housing and Community Affairs (TDHCA) has notified the public of a funding availability to benefit lower income residents of Texas communities through the Texas HOME Investment Partnerships Program; and

**WHEREAS**, the Texas HOME Program has identified significant housing needs in the City, particularly for the rehabilitation and reconstruction of owner occupied housing; and

**WHEREAS,** the City wishes to assist our lower income homeowners while simultaneously enhancing the health, economic, and aesthetic quality of the community:

#### NOW, THEREFORE, BE IT RESOLVED

**ONE**, the City acknowledges and agrees to a request made by the City Administrator to apply for a HOME Program Contract and or Reservation Agreement;

**TWO** match, if applicable, will be provided in accordance to 10 TAC of up to \$5,100.00 or 6% of Project Hard Costs, whichever is less, per household assisted through the Texas HOME Program in the form of waived fees, cash, leverage, and other forms of eligible match;

**THREE**, the City designates the Mayor or City Administrator, as the person(s) authorized to sign all forms related to the preparation of, and to execute any and all HOME agreements including loan documents and grant agreements;

**FOUR**, the City will use general funds up to the amount of \$40,000 as a cash reserve to pay program costs before reimbursements are received from the State of Texas HOME Program;

<u> </u>	_ , ,
Dr. lanthia Fisher, Mayor	
Mitzi Stefka, City Secretary	

Adopted this 17th of October, 2022 by the City Council of Crockett, Texas



Dr. lanthia Fisher, Ma Mike Marsh, Mayor Pro Tem Gene Caldwell, Councilman Pct. 1 Darrell Jones, Councilman Pct. 2 Ernest Jackson, Councilman Pct. 3 Marquita Beasley, Councilwoman Pct. 4

October 17, 2022

#### Letter of Recommendation

Dear Mayor and Councilmembers:

A sealed proposal packet was opened for the Texas Department of Housing and Community Affairs – HOME Investment Partnerships Program on Thursday, September 29, 2022, at 4:00 P.M. at Crockett City Hall. One (1) sealed qualification package was received.

The notification and advertising process for this bid included solicitation by emailing firms directly.

From the review of the information provided in the sealed proposal, Traylor and Associates, Inc. is fully qualified and has excellent prior work performance with various grant projects in the City of Crockett. Therefore, I am recommending the city awards the contract to Traylor and Associates, Inc.

Sincerely,

John Angerstein,

City Administrator



