



CITY COUNCIL AGENDA

Monday, April 01, 2024 at 6:00 PM

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

Dr. Ianthia Fisher, Mayor

Dennis Ivey, 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, APRIL 1, 2024 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

1. REGULAR SESSION: MARCH 18, 2024 AND SPECIAL SESSION: MARCH 25, 2024

BUSINESS

2. CONSIDER AND APPROVE WESLEYAN METHODIST CHURCH ADOPTING THE DOWNTOWN PARK
3. PUBLIC HEARING ON REQUEST FROM XTASHIA ASHARA HOPKINS FOR A SPECIFIC USE PERMIT FOR A MOBILE HOME TO BE LOCATED AT 1000 DOWNES AVENUE, CROCKETT, TX 75835, WHICH IS IDENTIFIED BY THE HOUSTON COUNTY APPRAISAL DISTRICT AS PARCEL 12475 AND IS LOCATED ON THE NORTH SIDE OF DOWNES AVENUE ACROSS FROM THE PEACH STREET INTERSECTION
4. CONSIDER AND APPROVE A REQUEST FROM XTASHIA ASHARA HOPKINS FOR A SPECIFIC USE PERMIT FOR A MOBILE HOME TO BE LOCATED AT 1000 DOWNES AVENUE, CROCKETT, TX 75835, WHICH IS IDENTIFIED BY THE HOUSTON COUNTY APPRAISAL DISTRICT AS PARCEL 12475 AND IS LOCATED ON THE NORTH SIDE OF DOWNES AVENUE ACROSS FROM THE PEACH STREET INTERSECTION
5. CONSIDER AND APPROVE PROPOSAL FOR WATER & WASTEWATER TECHNICAL AND REGULATORY CONSULTING SERVICES
6. CONSIDER AND APPROVE AWARD OF BID FOR CONSTRUCTION OF WATERLINES AND STREETS FOR THE STATE INFRASTRUCTURE BANK PROJECT
7. CONSIDER AND APPROVE PAYMENT OF INVOICES FROM CROCKETT ECONOMIC AND INDUSTRIAL DEVELOPMENT CORPORATION

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

I certify that a copy of the April 1, 2024 agenda of items to be considered by the Crockett City Council was posted for viewing at Crockett City Hall on March 28, 2024 at 4:00 PM.

Mitzi Stefka, City Secretary

I certify that the agenda items to be considered by the City Council was removed from the City Hall window on the ____ day of _____, 2024. _____ Title _____

MINUTES OF THE CROCKETT CITY COUNCIL MEETING HELD ON THE 18th DAY OF MARCH 2024 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, DENNIS IVEY, DARRELL JONES, ERNEST JACKSON, MARQUITA BEASLEY & MIKE MARSH. CITY OFFICIALS PRESENT: CITY ADMINISTRATOR JOHN ANGERSTEIN, CITY SECRETARY MITZI STEFKA, FIRE CHIEF JASON FRIZZELL AND POLICE CHIEF CLAYTON SMITH.

OPEN MEETING WITH INVOCATION AND PLEDGE

Mayor Fisher called the regular session open; Council member Ivey 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.)*

No public comments.

APPROVAL OF MINUTES

1. REGULAR SESSION: MARCH 4, 2024 AND SPECIAL SESSION: MARCH 11, 2024

Council member Beasley made a motion to approve the minutes from the March 4, 2024 Regular session and March 11, 2024 Special session. Council member Jackson seconded the motion. Motion passes 5-0.

REPORTS

2. POLICE DEPARTMENT MANPOWER & CRIMINAL INCIDENT REPORT FOR FEBRUARY 2024

Chief Smith reported for the month of February 2024: 16 total manpower, 1,966 total manpower hours, 409 total calls and 12 total accidents. A breakdown of the criminal report is included in the packet.

3. FIRE DEPARTMENT MONTHLY ACTIVITY & STATUS REPORT FOR FEBRUARY 2024

Fire Chief Frizzell reported for the month of February 2024 the following: 34 calls. A breakdown is included in the packet.

BUSINESS

4. PRESENTATION / DISCUSSION / ACCEPTANCE OF FISCAL YEAR 2023 FINANCIAL AUDIT

Molly Abele from the accounting firm of Axley & Rode presented the preliminary audit report. Ms. Abele stated they were issuing an unmodified opinion, which is the highest they can give and which states that everything is presented fairly in all material respects. She continued that city revenues increased slightly, about \$200,000, with the majority coming from property taxes and sales tax. City spending was also slightly above the previous year, but under the projected budget. Ms. Abele explained that the Crockett Economic and Industrial Development Corporation audit report shows revenues tied to sales tax increased slightly and expenditures were affected by an increase in legal fees. Ms. Abele noted the overall change was a small variance. Council member Ivey made a motion to accept the Fiscal Year 2023 Financial Audit. Council member Jackson seconded the motion. Motion passes 5-0.

5. CONSIDER AND APPROVE A RESOLUTION OF THE CITY COUNCIL OF CROCKETT, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE DOWNTOWN REVITALIZATION PROGRAM

Mayor Pro Tem Marsh made a motion to authorize the submission of a Texas Community Development Block Grant Program application to the Texas Department of Agriculture for the Downtown Revitalization Program. Council member Ivey seconded the motion. Motion passes 5-0.

6. CONSIDER AND APPROVE A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CROCKETT, TEXAS, DETERMINING THAT AN AREA OF THE CITY CONTAINS CONDITIONS WHICH ARE DETRIMENTAL TO THE PUBLIC HEALTH, SAFETY, AND WELFARE OF THE COMMUNITY AND CONSTITUTES A BLIGHTED AREA

Mr. Angerstein noted that the boundaries of the blighted areas are as follows: North: Milam Avenue, South: E. Goliad Avenue, East: N. 6th Street, West: N. 2nd Street. Council member Beasley made a motion to approve a Resolution of the City Council of the City of Crockett, Texas, determining that an area of the City contains conditions which are detrimental to the public health, safety and welfare of the community and constitutes a blighted area. Council member Jackson seconded the motion. Motion passes 5-0.

7. CONSIDER AND APPROVE A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CROCKETT, TEXAS, SELECTING A GRANT WRITER / ADMINISTRATOR TO ASSIST THE CITY WITH THE SUBMITTAL OF AN APPLICATION FOR FUNDING AND ADMINISTRATION OF A CONTRACT, IF AWARDED, FROM THE TEXAS DEPARTMENT OF AGRICULTURE (TDA) FOR THE TEXAS COMMUNITY BLOCK GRANT PROGRAM – DOWNTOWN REVITALIZATION PROGRAM FUND (CDBG-DRP)

Mayor Pro Tem Marsh made a motion to approve a Resolution of the City Council of the City of Crockett, Texas, selecting Traylor & Associates as a grant writer / administrator to assist the City with the submittal of an application for funding and administration of a contract, if awarded, from the Texas Department of Agriculture (TDA) for the Texas Community Block Grant Program – Downtown Revitalization Program Fund (CDBG-DRP). Council member Beasley seconded the motion. Motion passes 5-0.

EXECUTIVE SESSION

- 1. GOV. CODE 551.074 – PERSONNEL MATTERS. CONSIDER ANNUAL PERFORMANCE EVALUATION OF CITY ADMINISTRATOR, POLICE CHIEF AND FIRE CHIEF

Mayor Fisher stated Council would convene into Executive Session per Gov. Code 551.074 - Personnel Matters. Consider Annual Performance Evaluation of City Administrator, Police Chief and Fire Chief. Time was 6:26 P.M.

RECONVENE INTO REGULAR SESSION AND CONSIDER ACTION, IF ANY, ON EXECUTIVE ITEMS

Mayor Fisher reconvened the meeting into open session. Time was 8:05 P.M.

Mayor Pro Tem Marsh made a motion to accept all three evaluations as favorable and renew all three employee contracts as written. Council member Ivey seconded the motion. Motion passes 5-0.

ADJOURNMENT

Without objection, Mayor Fisher adjourned the meeting at 8:06 P.M.

Dr. Ianthia Fisher, Mayor

ATTEST:

Mitzi Stefka, City Secretary

MINUTES OF THE CROCKETT CITY COUNCIL MEETING HELD ON THE 25th DAY OF MARCH 2024 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 SPECIAL SESSION WITH THE FOLLOWING MEMBERS PRESENT: IANTHIA FISHER, DENNIS IVEY, ERNEST JACKSON, MARQUITA BEASLEY & MIKE MARSH. CITY OFFICIALS PRESENT: CITY ADMINISTRATOR JOHN ANGERSTEIN, CITY SECRETARY MITZI STEFKA, AND FIRE MARSHAL/BUILDING OFFICIAL LEE STANDLEY. DARRELL JONES WAS ABSENT.

OPEN MEETING WITH INVOCATION AND PLEDGE

Mayor Fisher called the special session open; Council member Ivey 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.)*

Natrenia Hicks – Asked for clarification of CEIDC project coordinator’s role.

BUSINESS

1. CONSIDER AND APPROVE CONSULTING AGREEMENT FOR CEIDC PROJECT COORDINATOR

Mayor Pro Tem Marsh made a motion to approve the consulting agreement with Nancy Windham for CEIDC Project Coordinator. Council member Ivey seconded the motion. Motion passes 4-0.

EXECUTIVE SESSION

1. GOV. CODE 551.074 - PERSONNEL MATTERS. CONSIDER POSITION AND APPOINTMENT OF ASSISTANT CITY ADMINISTRATOR

Mayor Fisher stated Council would convene into Executive Session per Gov. Code 551.074 - Personnel Matters. Consider Position and Appointment of Assistant City Administrator. Time was 6:06 P.M.

RECONVENE INTO REGULAR SESSION AND CONSIDER ACTION, IF ANY, ON EXECUTIVE ITEMS

Mayor Fisher reconvened the meeting into open session. Time was 6:46 P.M.

ADJOURNMENT

Council member Ivey made a motion to create the position of Assistant City Administrator, approve the appointment of Lee Standley as Assistant City Administrator and approve the employment contract of Mr. Standley. Council member Jackson seconded the motion. Motion passes 4-0.

Without objection, Mayor Fisher adjourned the meeting at 6:47 P.M.

Dr. Ianthia Fisher, Mayor

ATTEST:

Mitzi Stefka, City Secretary



Specific Use Permit Application for Mobile Home Placement

Item 3.

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;
- a survey plat prepared by a licensed surveyor showing the boundaries of the property and that sufficient room is available for setbacks required by City Code;
- a small-scale drawing of the property indicating dimensions of the mobile home, placement of mobile home on property, setbacks from property lines, dimensions and location of existing buildings, location of existing streets, and location of driveway access to the mobile home (a survey plat identifying all of this information may substitute for the drawing); and
- \$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: <u>Xtashia Ashara Hopkins</u>	
Mailing Address: <u>111 Rose Street</u>	
Email Address: <u>Xhopkins23@yahoo.com</u>	Phone Number: <u>936 204 1859</u>
Are you the property owner for the property where the mobile home will be placed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
<i>If no, provide the following information for property owner.</i>	
Property Owner's Full Name:	
Mailing Address:	
Email Address:	Phone Number:
Part II. Proposed Mobile Home Placement Information	
Property Address: <u>1000 Dolores Ave.</u>	
HCAD Parcel #: <u>12475</u>	Zoning District: <u>R-2</u>
Required Setbacks: <u>20 FRONT 20 REAR 10 sides</u>	
Is there already a primary residential structure on the lot on which the mobile home would be placed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <u>Already Removed</u>	
If yes, will the existing primary residential structure be demolished before placing the mobile home on the lot? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <i>(City Ordinance allows only one primary residential structure per lot.)</i>	
Year Model of Mobile Home (must not be more than 5 years prior to application): <u>2023</u>	
Will the mobile home be placed to face the street? <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Yes <u>After not manufactured home selected, will not conform to setbacks facing street.</u>	



Specific Use Permit Application for Mobile Home Placement

Item 3.

Part III. Acknowledgements and Signature

I certify that:

- all information provided on and with this application (deed, survey plat, and print of property drawn to scale) 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 permit is approved, I must comply with the following requirements:

- the mobile home must be placed on the property within 120 days of the issuance of the permit or an extension reviewed by the Planning & Zoning Commission and approved by City Council;
- the placement of the mobile home must meet the property set-back requirements of the Crockett Code as set forth on this application;
- the mobile home must be secured to its pad or foundation material by a cable, harness, or other safety device meeting Federal and State standards and approved by the Building Official; and
- skirting must be placed around the mobile home within sixty (60) days after the mobile home is placed on the site.

I understand that:

- if the permit is granted, failure to honor and abide with the requirements set forth on this application or in applicable City Code or with any conditions set forth on the permit may result in the City immediately and automatically terminating the permit; and
- if the mobile home has already been placed on the property at the time of permit termination, I would be required to remove the mobile home from the property within thirty (30) days of notification of the permit termination.

N. Natasha Daptines
Signature of Applicant

02/23/2024
Date (mm/dd/yyyy)

Signature of Property Owner (if different)

Date (mm/dd/yyyy)

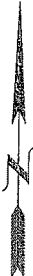
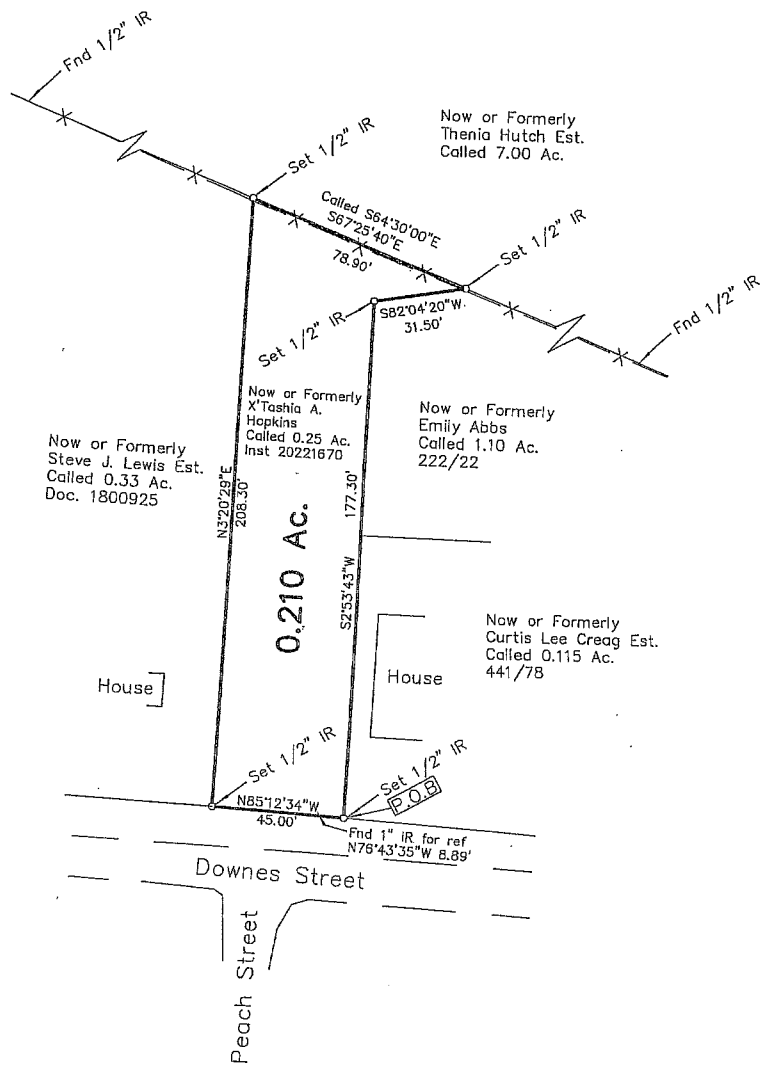
Part IV. To be Completed by Code Enforcement Officer or Designee

Date Application Received: 2/23/2024 Comments (if any):

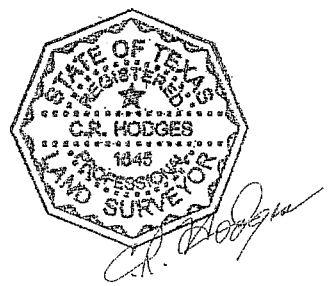
\$100 Fee Paid: Cash Check # _____ Card Date Paid: 02/23/2024

[Signature]
Code Enforcement Officer or Designee

02/23/2024
Date (mm/dd/yyyy)



A.E. GOSSETT SUR., A-423
Houston County, Texas
City of Crockett
1" = 50'
June 5, 2023



THIS SURVEY WAS DONE WITHOUT BENEFIT OF A TITLE REPORT
AND MAY BE SUBJECT TO OTHER EASEMENTS OR ENCUMBRANCES.
ALL SET 1/2" IRON RODS ARE SET WITH RED CAPS STAMPED "CRH 1645"

I, C.R. Hodges, a Registered Professional Land Surveyor
No. 1645, in the State of Texas, do hereby certify that
this Plat represents an on the ground survey done under
my supervision and conforms to the Texas Board of Land
Surveying standards, and there are no visible easements,
overlaps, or encroachments except as shown.

Bearings, dimensions, and coordinates are based upon
Texas State Plane Grid System as derived from RTK GPS
Observations tied to the National Spatial Reference System.
Area calculations have been made relative to said grid
coordinates and are intended to be "More or Less" acreages.
Projection: Texas Central Zone 4203
Geo. Datum: NAD27 Vert. Datum: NAVD88
Grid Units: US Survey Feet

C.R. HODGES SURVEYING

P.O. BOX 924
1212 EAST HOUSTON AVE.
CROCKETT, TEXAS 75835
PHONE: 936-544-7608
FAX: 936-544-7612
hodgessurveying@gmail.com

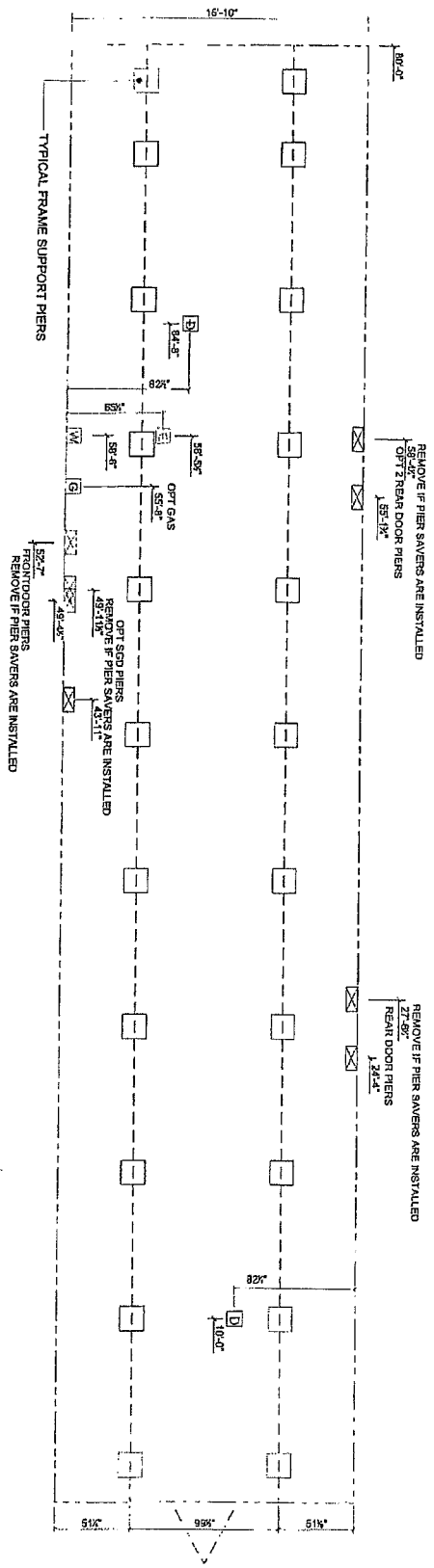
Item 3.

20 lb ROOF LOAD		SMALL OPENING (FT)		REQUIRED PER LOAD (LBS)	
ALL OPENING PIER LOAD	3	4	5	6	8
16" BOX WIDTH	1244	1413	1581	1750	2088
					2425

*FOR 30 lb & 40 lb ROOF LOAD REFER TO TABLES 7 & 7a IN THE INSTALLATION MANUAL

PIER LEGEND	
<input type="checkbox"/>	PERMAN BEAM
<input type="checkbox"/>	PIER PERIMETER
<input type="checkbox"/>	PIER PORCH/RECESSED ENTRY

SERVICE DROP LEGEND	
<input type="checkbox"/>	ELECTRICAL DROP
<input type="checkbox"/>	WATER INLET
<input type="checkbox"/>	DHW / PLUMBING DROP
<input type="checkbox"/>	GAS INLET



NOTES:
 REFER TO TABLES 6 AND 6a IN THE INSTALLATION MANUAL FOR LOAD ON FRAME PIER FOOTINGS FOR HOMES THAT DO NOT REQUIRE PERIMETER BLOCKING. REFER TO TABLES 7 AND 7a IN THE INSTALLATION MANUAL FOR LOAD ON FRAME PIER FOOTINGS FOR HOMES THAT REQUIRE PERIMETER BLOCKING. REFER TO TABLES 10 AND 10a TO DETERMINE FOOTING SIZE FOR ALL PIERS. REFER TO TABLE 9 FOR PIER CONFIGURATION AND MAXIMUM ALLOWABLE HEIGHTS. CROSS REFERENCE THE PIER HEIGHT WITH THE MAXIMUM ALLOWABLE FLOOR HEIGHT LISTED IN THE FRAME TIEDOWN CHARTS (TABLE 18, 19, AND 20). THE MAXIMUM SPACING FOR FRAME SUPPORT PIERS FOR 6" LBEAMS IS 8 FEET, 10" & 12" LBEAMS IS 10 FEET. APPROXIMATE. FLOOR WIDTH SHOWN IS FOR STANDARD PRODUCT ONLY. CONTACT THE MFG FACILITY FOR SPECIFICATIONS OF OPTIONS ORDERED.

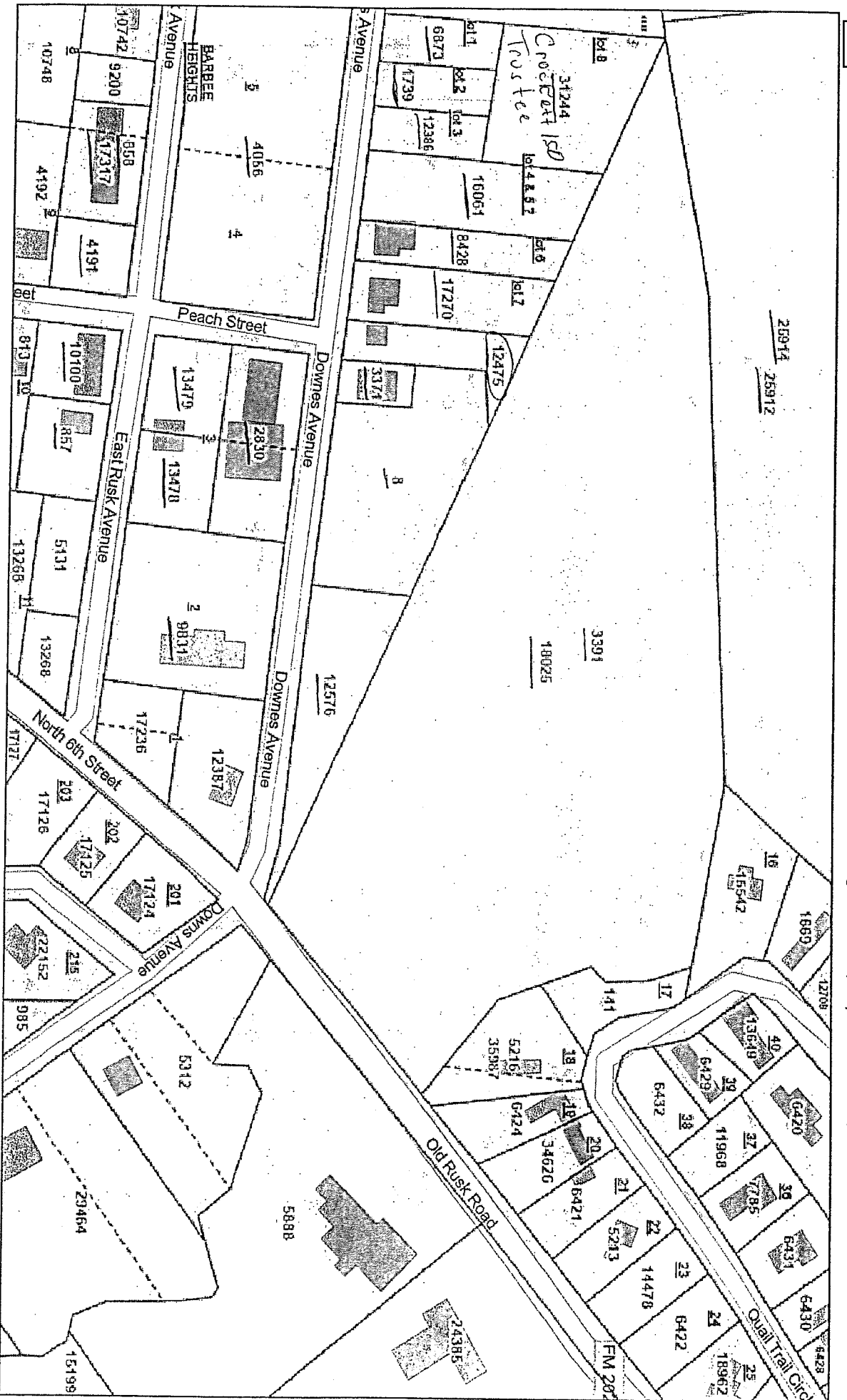
MODEL NAME: MIYO
 MODEL NO.: MYO18803MH
 BOX SIZE: 18' x 80' x 1345

DATE: 10/21/2023
 DRAWN BY: Alex Whaley
 DATE PRINTED: 5/30/2023
 SCALE: 3/16"=1'
 SHEET NAME: FRAME PIERS
 SHEET NO.: SU-1

Parcels w/in 300' of

Houston CAD

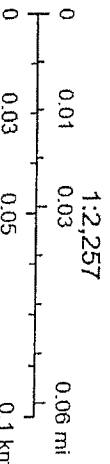
Parcel 12475 are underlined



2/29/2024, 12:01:48 PM

School Districts
 Parcels

History Line



This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the Houston CAD

Emily Abbs
Parcel 8

Paul W. Robbins
Parcels 9831, 13478, & 13479

Item 3.

Debra Ann Bickerstaff
Parcel 4191

Johnny M. Silva
& Anayeli Guadarrama
Parcel 16061

Dontray Crawford & Nekole Evans
Parcels 1739 & 12386

John Russell Thomasson
Parcel 25914

Curtis Lee Creag Est
Parcel 3371

Lyle & Margaret Thomasson
Parcel 25912

Betty Dean
Parcel 10100

John H. Thompson, et al
Parcel 857

Hampton Memorial Church of God
Parcel 2830 & 4056

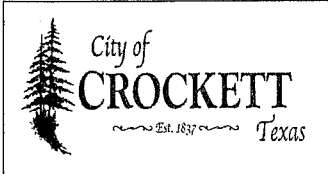
Lauda Hickman Taylor, et al
c/o Cleotis Hickman
Parcel 6873

Thenia Hatch Est
c/o James Griffin
Parcel 18025

William & Lillie B. Jackson
Parcels 858 & 17317

Steve J. Lewis Est
Parcels 8428 & 17270

Georgia Mae Rhodes Est
c/o Willie Rhodes
Parcel 12576



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: Xtashia Ashara Hopkins

Property Owner's Full Name: Same

Property Address Under Consideration: 1000 Downes Ave, Parcel 12475

Nature of Specific Use Permit Request: Manufactured (Mobile) Home

Present Zoning District: R-2 Requested Zoning District (if applicable): N/A

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:
No, Parcel 12475 is currently a vacant parcel and having a single-family residence on the property may increase the value instead of depreciating the value of such properties.

Will the proposed use be in keeping with the spirit and intent of City ordinance?
 Yes No If no, explain:
Yes. Manufactured homes are allowed by SUP in R2 districts if the required setbacks are met, and the manufactured home is less than five years old.

How will the proposed use affect the traffic circulation of the district in which it is proposed?
 No negative impact Negative Impact If negative impact, explain:

How will the proposed use affect the public utilities of the district in which it is proposed?
 No negative impact Negative Impact If negative impact, explain:

How will the proposed use affect the health, safety, and general welfare of the community?
 No negative impact Negative Impact If negative impact, explain:
Having a single-family residential dwelling on this currently vacant lot may improve the safety and general welfare of the community as it will result in another pair of eyes in the neighborhood.

Code Enforcement Officer or Designee

03/12/2024
Date (mm/dd/yyyy)



City of Crockett

Planning & Zoning Commission and City Council

Action Taken for Specific Use Permit Application

Item 3.

Planning & Zoning Commission's Public Hearing Action

Date of Public Hearing: 3/26/2024

Number of property owners who were mailed notices of public hearing because, per HCAD tax rolls, they own land lying within 300 feet of the property for which proposed change is sought: 16

Number of residents, other than applicant, at hearing who spoke:

in favor of application approval 0

opposed to application approval 0

Comments:

Planning & Zoning Commission's Motion:

Recommend approval of permit. Special Conditions: .

Recommend disapproval of permit. Reasons:

Table application for following reasons:

Motion Made by: Greg Simon

Motion Seconded by: Wade Thomas

Vote on Motion. For: 5 Against: 0

David Jay
P&Z Chairman

03/26/2024
Date (mm/dd/yyyy)

Action Taken by City Council

Date of City Council Meeting: 4/1/2024

Approved permit. Special Conditions:

Disapprove permit. Reasons:

Table application for following reasons:

Motion Made by:

Motion Seconded by:

Vote on Motion. For: _____ Against: _____

Mayor

Date (mm/dd/yyyy)



- Dennis Ivey, Councilman Pct. 1
- Darrell Jones, Councilman Pct. 2
- Ernest Jackson, Councilman Pct. 3
- Marquita Beasley, Councilwoman Pct. 4

April 1, 2024

Letter of Recommendation for Bid Award

Dear Mayor and Councilmembers:

Sealed proposal packets were received with a deadline of March 25, 2024 at 5:00 P.M. for water & wastewater technical and regulatory consulting services. Two (2) sealed proposals were received.

The notification and advertising process for this bid included printed notices at City Hall, an advertisement in the local newspaper, and a posted notice on the City of Crockett website.

On Tuesday, March 26th, at 3:15 PM, the evaluation team comprised of City Manager, John Angerstein, Assistant City Administrator Lee Standley, Program & Grants Manager, Butch Calvert, Director of Public Works Gerald Colter and Utilities Supervisor Ricky Gilson met to review the proposals and issue a recommendation for award. From the review of the information provided in the sealed bids, King Utility Services is fully qualified and offers the lowest cost to the city.

Therefore, the evaluation team is recommending the city award the contract, if needed, to King Utility Services.

Sincerely,

John Angerstein,
City Administrator





5038 Champions Drive
Lufkin, TX 75901
936.637.6061

March 28, 2024

Mr. John Angerstein, City Administrator
200 North 5th Street
Crockett, TX 75835

via email only

**Re: 2022 State Infrastructure Bank Street Improvements
City of Crockett, Texas**

Dear Mr. Angerstein,

Sealed bids were received, publicly opened, and read aloud on the above referenced project on March 21, 2024, at 2:00 pm at Crockett City Hall. Only one bid was received as shown on the attached bid tabulation.

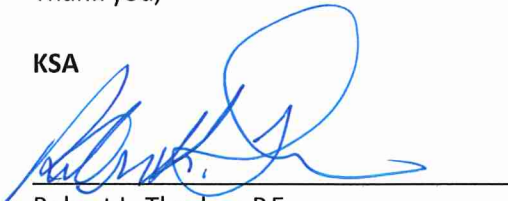
The notification and advertising process for this bid included advertisement in the local newspaper, electronic notifications to contractors and subcontractors, know to perform this type of work, and presentation of the plans and specifications on www.civastusa.com.

Crockett Construction from Crockett, Texas was the only bidder and submitted bids on all schedules. The low bid for all schedules was \$6,596,083.45 which is higher than the allowable funds available for construction on the project. Therefore, we recommend reducing the total bid amount by removing the water and street construction cost for Clark Street and North 10th Street. The reduction in construction cost yields a total project cost and award recommendation of \$5,524,786.45.

From review of the information provided in the contractor's bid proposal, and prior experience with the contractor, Crockett Construction appears to be qualified to perform the work and is capable of successfully completing the project.

Thank you,

KSA



Robert L. Thurber, P.E.
Senior Project Manager

Enclosure

pc: Ms. Mitzy Stefka, City Secretary, (w/encl. via email only)
File: 100656 Correspondence/Client, (w/encl.)