

CITY OF TEXAS CITY  
REGULAR CALLED CITY COMMISSION MEETING

AGENDA

WEDNESDAY, JANUARY 19, 2022 - 5:00 P.M.  
KENNETH T. NUNN COUNCIL ROOM - CITY HALL  
1801 9th Ave. N.  
Texas City, TX 77590

PLEASE NOTE: Public comments and matters from the floor are generally limited to 3 minutes in length. If you would like to request to speak, please do so in advance of the meeting by filling out a Request To Address Commission form. All in attendance are required to remove hats and/or sunglasses (dark glasses) during meetings and to also silence all cell phones and electronic devices.

- (1) ROLL CALL
- (2) INVOCATION
- (3) PLEDGE OF ALLEGIANCE
- (4) PUBLIC HEARING
  - (a) Casey Genovese requests to rezone from "A" (Single Family Residential) to "E" (General Business) to construct a retail store.
- (5) PRELIMINARY ZONING APPROVAL
  - (a) Consider and take action on the Zoning Change Request from Casey Genovese to rezone from "A" (Single Family Residential) to "E" (General Business) to construct a retail store.
- (6) PUBLIC COMMENTS
- (7) CONSENT AGENDA
  - (a) Approve City Commission Minutes for January 5, 2022 meeting. (City Secretary)
  - (b) Consider and take action on Resolution No. 2022-005, approving the purchase of materials and installation of new covered canopies at the Texas City Municipal Shooting Range from ASA Builders, Inc., a member of the Choice Partners Purchasing Cooperative. (Recreation and Tourism)
  - (c) Consider and take action on Resolution No. 2022-006, approving the award of the contract to provide Rehabilitation Specialist/Inspector services for the Community Development Department to Mainland Children's Partnership DBA Galveston County Long Term Recovery Group in an amount not to exceed \$50,000. (Community Development)

(8) COMMISSIONERS' COMMENTS

(9) MAYOR'S COMMENTS

(10) ADJOURNMENT

NOTICE OF ANY SUBJECT APPEARING ON THIS AGENDA REGARDLESS OF HOW THE MATTER IS STATED MAY BE ACTED UPON BY THE CITY COMMISSION.

NOTICE: The City of Texas City will furnish free transportation to handicapped individuals via a 4-door sedan for anyone wishing to attend the City Commission meetings. Call 948-3111, City Secretary's Office before noon on Monday preceding the meeting to make arrangements.

I, THE UNDERSIGNED AUTHORITY, DO HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE BULLETIN BOARDS AT CITY HALL, 1801 9TH AVENUE NORTH, TEXAS CITY, TEXAS, AT A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AND ON THE CITY'S WEBSITE ON JANUARY 14, 2022, PRIOR TO 5:00 P.M. AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.

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RHOMARI LEIGH  
CITY SECRETARY

**CITY COMMISSION REGULAR MTG**

**(4) (a)**

**Meeting Date:** 01/19/2022

Rezoning request from Casey Genovese

**Submitted For:** Kim Golden, Transportation and Planning

**Submitted By:** Veronica Carreon, Transportation and Planning

**Department:** Transportation and Planning

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**Information**

**ACTION REQUEST (Brief Summary)**

Casey Genovese requests to rezone from "A" (Single Family Residential) to "E" (General Business) to construct a retail store.

**BACKGROUND**

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

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**Fiscal Impact**


**Attachments**

C Genovese Memo & Exhibits

Zoning Commission Minutes 10-19-21

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# Memo

**To:** Zoning Commission  
**From:** Kim Golden, Engineering & Planning   
**CC:** Doug Kneupper, P.E.  
**Date:** October 14, 2021  
**Re:** Casey Genovese request to rezone from "A" (Single Family Residential) to "E" (General Business) to construct a retail store

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**Background:** The Applicant, Casey Genovese, P.E., on behalf of the property owners, Gerald and LaTasha Gary, is requesting the rezoning from "A" (Single Family Residential) to "E" (General Business) to construct a 10,640 sf building for commercial retail, 53 parking stalls, site landscaping, drainage, and utility improvements. The project will be located on 2.485 acres located +/- 750 ft southeast of the intersection of Memorial Drive and SH3 on the west side of SH 3, being Parcel No. 185990.

**Analysis / Recommendation:** The subject property is located in an area identified as "established neighborhood" in the City of Texas City Land Use Plan available on the City's website.

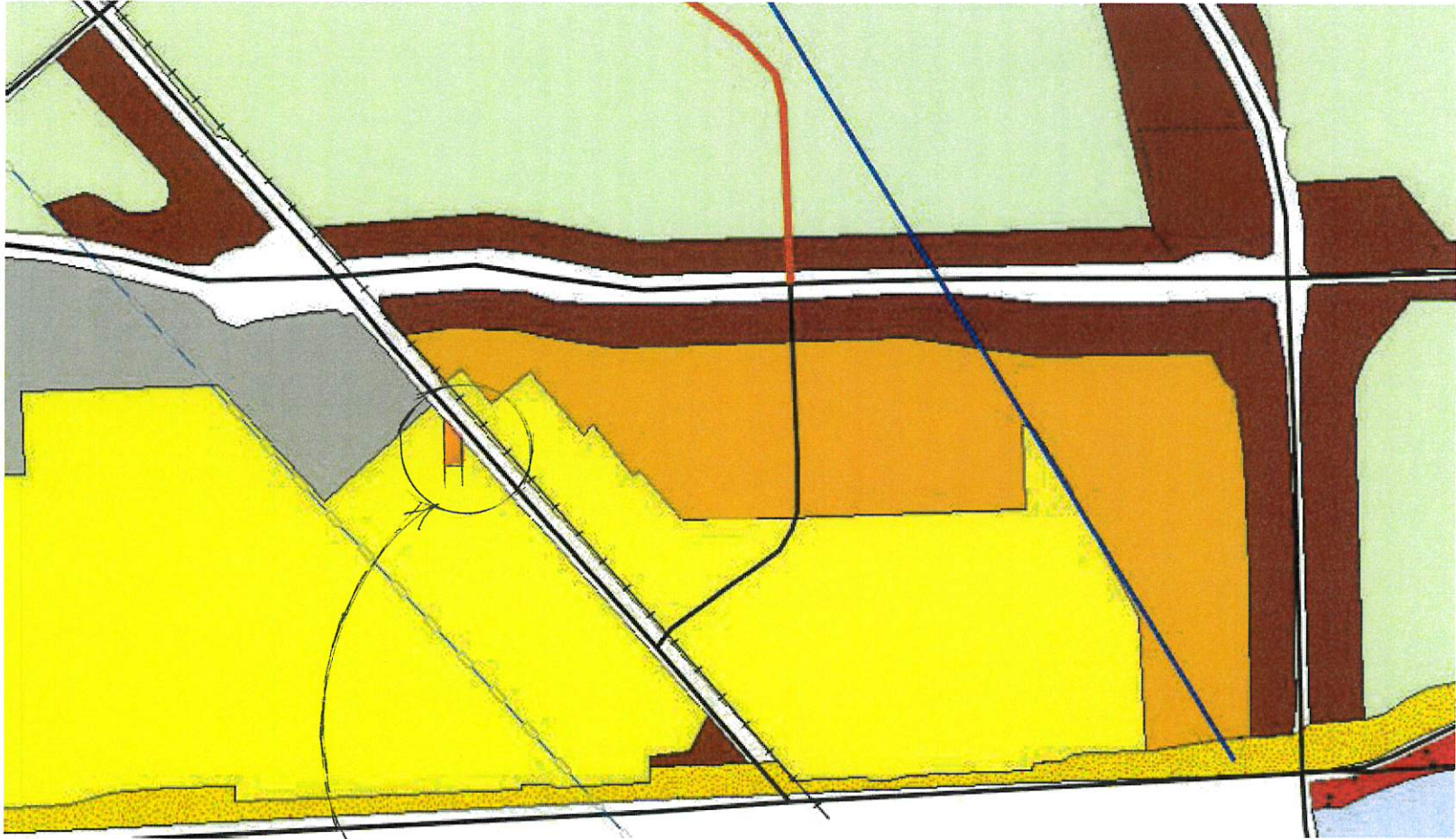
"Established Neighborhoods are the built-up areas of the City which are generally characterized by satisfactory structural housing conditions and neighborhoods mostly free from blighting influences such as mixed land use patterns, abandoned buildings, and street layouts inappropriate for residential development. These predominantly residential neighborhoods many include some undeveloped tracts which should also become residential. **Any proposed nonresidential development should be limited, carefully reviewed, and only adjacent to designated major thoroughfares and/or activity corridors.** Zoning and capital improvement policies should protect and enhance established neighborhoods". (Emphasis added).

The location is also within a Gateway Corridor Overlay District.

Staff have not indicated any objection, however access to sewer may be difficult. According to maps nearest access will be at the dead end of Opal and will be shallow.

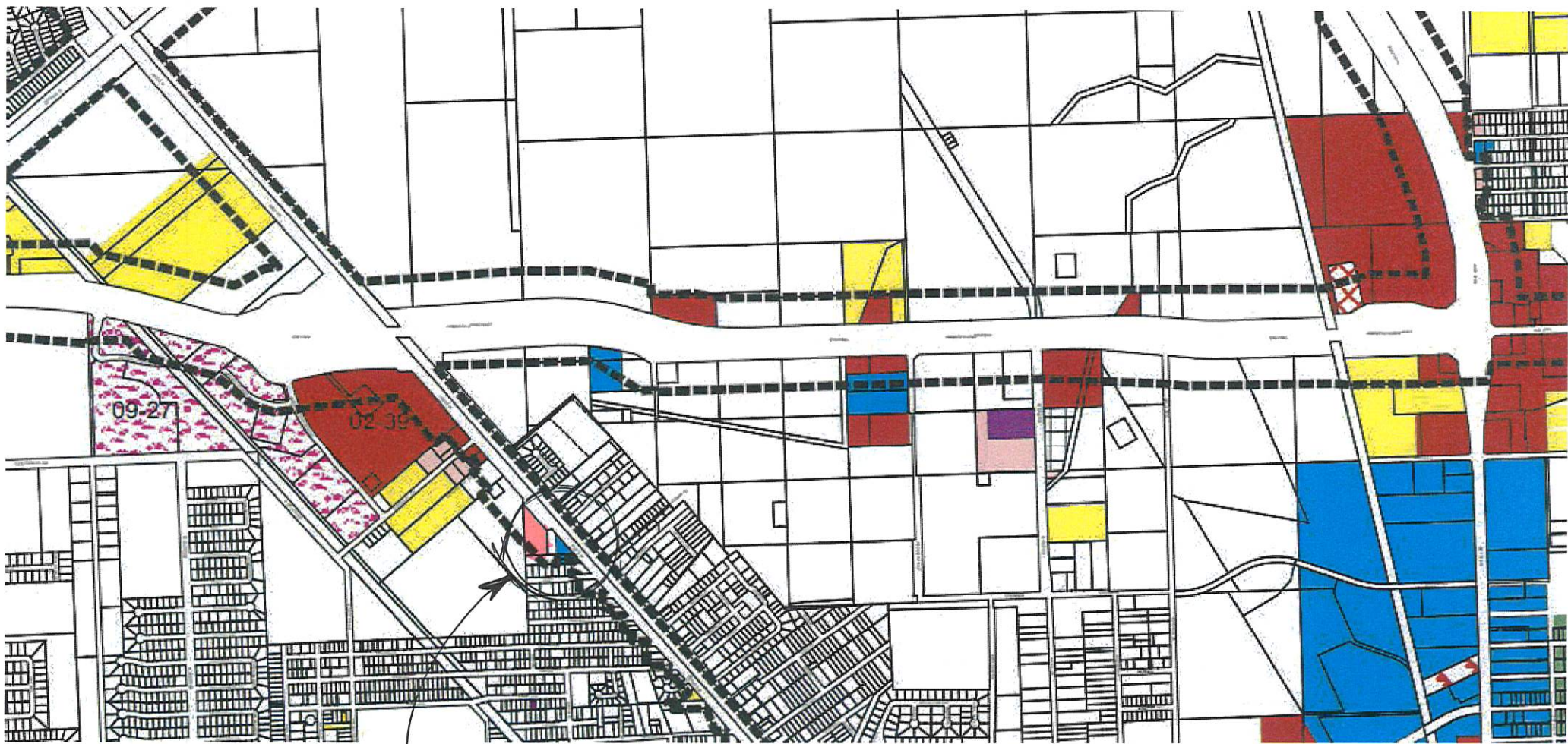
Approving the requested rezoning would not be inconsistent with the Land Use Plan because the location is adjacent to a designated throughfare. And the proposed nonresidential development would be carefully reviewed and required to comply with all applicable ordinances.

Approving the requested rezoning would not be inconsistent with the Zoning Map which shows nearby property to the east of the subject location is zoned as "E" (General Business).



2.485 ac located +/- 750 ft Southeast of the intersection of Memorial Drive & SH 3

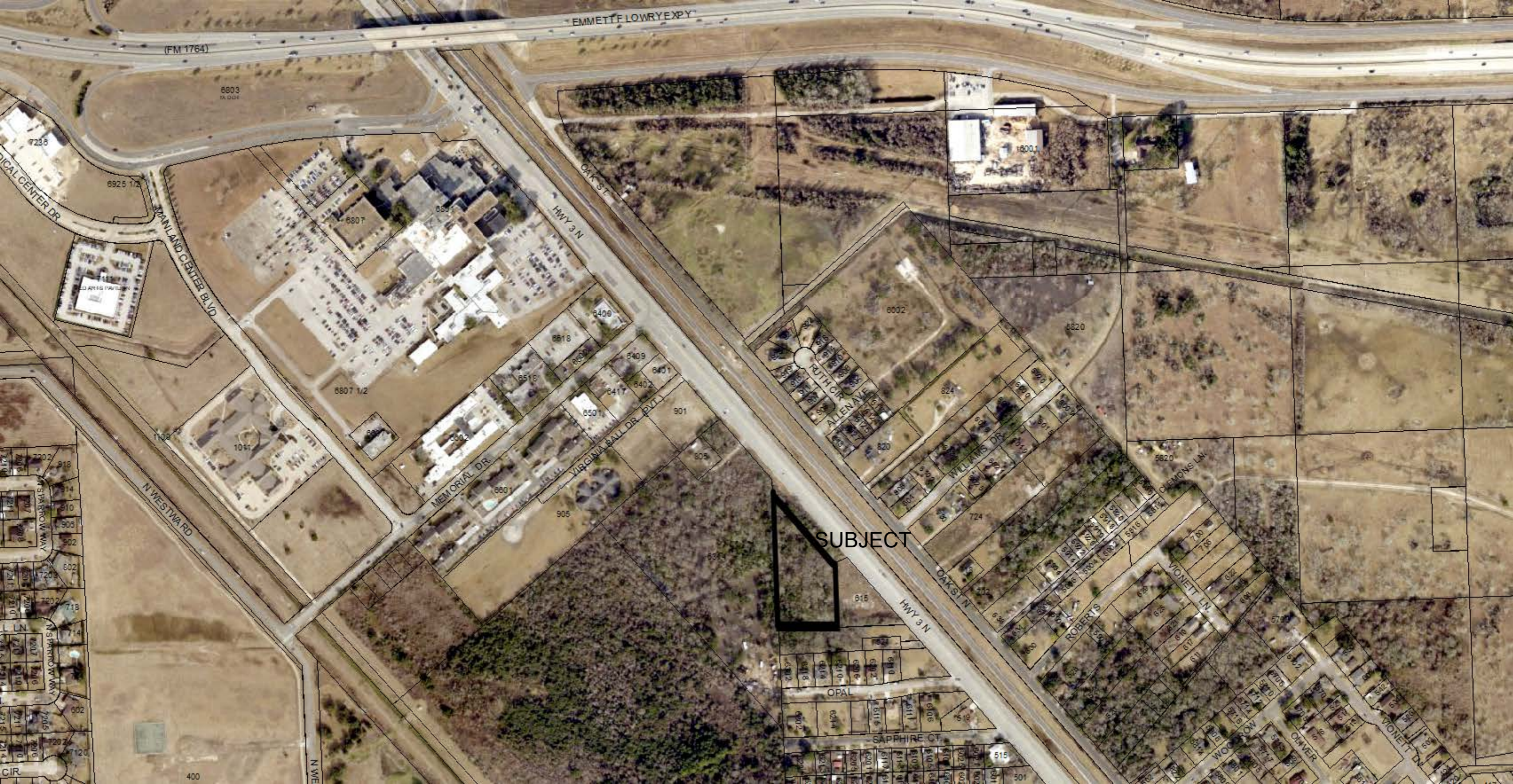
LAND USE



SUBJECT PROPERTY

2.485ac located  $\frac{1}{4}$  750ft South of the Intersection of Memorial Drive & SH3

ZONING MAP



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(FM 1764)

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7236

6925 1/2

MANLAND CENTER BLVD

6807

OAK ST

HWY 3 N

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## ZONING COMMISSION MINUTES OCTOBER 19, 2021

The Zoning Commission of the City of Texas City met in a regularly scheduled meeting and Public Hearing on Tuesday, October 19, 2021 at 5:15 p.m. Commission members present were: Chairman Perry O'Brien, Gary Potter, Thelma Bowie and Aric Owens. Staff members present were: Kimberly Golden, Herman Meyers and Veronica Carreon. Citizens present were: Casey Genovese, Linfield, Hunter & Junius, Inc.; Clementine Carter; Francisco and Karina Ortega; Anthony Chapa; Rahim Maknoja; Carlos Garza; Shelia Dixon; Brenda Davis; Mayor Dedrick Johnson; and Dennis Harris, TCFD Fire Marshal.

Chairman O'Brien addressed those present and explained the procedures for the Public Hearing. He indicated a quorum was present and called the meeting to order.

**APPROVAL OF MINUTES:** The minutes from October 12, 2021 were approved on a **motion by Gary Potter/Thelma Bowie. All members present voted aye.**

**ITEM NO. 1 Review and approval of a request from Casey Genovese to rezone from "A" (Single Family Residential) to "E" ((General Business) to construct a retail store. Located at the west side of SH3, approximately 750' southeast of Memorial Drive, Texas City. (Action)**

Ms. Golden provided the background information for this rezoning request. The applicant is requesting to rezone the property from "A" (Single Family Residential) to "E" (General Business). She stated that Mr. Doug Kneupper informed her that the anticipated project is a Dollar General and that past retail developments that have tried to change the zoning on this area have been unsuccessful. This development seems to be compliant with both the Land Use Plan and the zoning of the area and also compliant with being in the midst of residential development. It is on a thoroughfare so it does not interfere with the residential nature of the surrounding properties. Staff has reviewed and have no objections except that it may be tricky to get sewer to the location, but that is something that will be addressed as the developer moves forward. Mr. Casey Genovese explained that he discussed the sewer issue with Corbin Ballast, Utilities Director, and agreed that they would go through the county and a septic system would be installed. After presentation, **a motion was made by Thelma Bowie/Gary Potter to open the Public Hearing. All members present voted aye.** Ms. Clementine Carter, Resident, then expressed that she is against the project because she doesn't like the idea of being in a "commercial" area because of a business. She stated she is concerned about the increase in taxes and in traffic, and is against any type of business in the neighborhood. Ms. Shelia Dixon and Ms. Brenda Davis, Residents, asked where the retail business would be located in reference to their homes. Mr. Genovese indicated the distance between the homes on Opal Street and the back of the proposed lot. He stated that there will be a 6' wood fence installed for screening across the back of the property, and in consideration for the neighbors, the developer is having the building constructed as far from the residents per City requirements. There is also a buffer of approximately 100' between the back of the property and the neighbors on Opal Street. Being in the Gateway Overlay District there are additional requirements that the developer will meet as well. After the discussion, **a motion was made by Gary Potter/Thelma Bowie to close the Public Hearing.** Chairman O'Brien reminded all in attendance that regardless of the rezoning request result at today's meeting, the Zoning Commission is not the last stepping stone. This request will also go before City Commission for final say. Ms. Bowie then expressed her concern and that she understood how the neighboring residents feel about the rezoning request, but that she also knows the owners of the property in question and is split

between the two. Ms. Davis then stated if taxes are not raised, then she is okay with the rezoning request. Chairman O'Brien stated that he could not give an answer to that concern. There were no additional comments or discussion and a **motion was made by Gary Potter/Aric Owens to approve the rezoning request. All members present voted aye, except for Thelma Bowie who voted no.**

**ITEM NO. 2 Review and approval of a request from Rahim Maknoja to rezone from "A" (Single Family Residential) to "E" ((General Business) to construct a fuel station and convenience store. Located at the southwest corner of 25<sup>th</sup> Avenue North and 34<sup>th</sup> Street North, Texas City. (Action)**

Ms. Golden provided the background information for this rezoning request. This request was previously submitted (Sayid Ali – Texas City Express) and approved in April 2020 but expired because the previous applicant did not begin construction within the necessary time frame. The new applicant, Rahim Maknoja is requesting rezoning of this property for the same purpose and it does not look as if much has changed from the previous request. After presentation, **a motion was made by Thelma Bowie/Gary Potter to open the Public Hearing. All members present voted aye.** Ms. Karina Ortega, Resident, stated she was in favor of the rezoning request. There were no questions for the applicant and **a motion was then made by Gary Potter/Thelma Bowie to close the Public Hearing. All members present voted aye.** There were no additional comments or discussion and **a motion was made by Thelma Bowie/Gary Potter to approve the rezoning request. All members present voted aye.**

**ITEM NO. 3 Review and approval of a request from Francisco Ortega to rezone from "A" (Single Family Residential) to "E" ((General Business) to construct an open air pavilion for family gatherings, birthday parties, quinceaneras, small flea market and other similar events. Located at 5801 Emmett F. Lowry Expressway, Texas City. (Action)**

Ms. Golden provided the background information for this rezoning request. The applicant is requesting to rezone the property from "A" (Single Family Residential) to "E" (General Business). This request started as a code violation because it was operating without a Certificate of Occupancy (CO) and without the necessary zoning approvals. Mr. Doug Kneupper has been working on this project with Mr. Carlos Garza and the applicant and it was suggested to change the zoning from "A" to "E". The property is 7.367 acre parcel. It does have an existing open air pavilion and the intended use is for an open air venue. Ms. Golden stated that when she began reading the ordinance for "E", and even "F" (Light Industrial), it was very clear that those uses are intended to be enclosed. Ms. Golden stated it's possible that a legislative solution may need to be applied - which is to provide open air venues in some zone somewhere, because she could not locate a zoning for this type of venue in the ordinance. It's possible the Zoning Commission may have to consider revising a zoning district, especially in the context of covid where we might want to promote this type of option of large gatherings in open spaces. Ms. Golden stated that from a Land Use Plan perspective, the rezoning to "E" would not be appropriate or fit the use for the proposed request. Staff comments for this request were: (1) access to water and sewer for this site is problematic. The closest available appears to be at Willow and FM 1764 (E.F.Lowry Expy). (2) Fire Marshall has no objection to use of the open air pavilion as an assembly venue for parties and gatherings, but advises this use for flea markets or garage sale type activities should be prohibited as this location is in the Gateway Corridor. Mr. Perry O'Brien stated that "S-P" is one of the zoning districts used in the past, but is concerned that if it would be a "catch all" if the scope of the business were to change. Ms. Golden stated that she is not sure that option is not appropriate, but has no basis to apply to this option. Perhaps this request should be deferred until a little more investigating is done or work with the applicant and judge to petition additional time for this request. After presentation, **a motion was**

**made by Gary Potter/Thelma Bowie to open the Public Hearing. All members present voted aye.** Mr. Carlos Garza then began his presentation and stated that Mr. Francisco Ortega would like to propose is to create a facility for quinceaneras, weddings, family gatherings, etc. It is proposed as an open air pavilion. The project is now prohibited from moving forward because the contractors were working without permits. It was agreed with the judge and prosecutor that Mr. Ortega's intent is to continue this project properly through the zoning process and then obtain building permits per City Ordinance. Mr. Garza stated that there are 2 issues with the project. One is access to water and sewer, to which he is not sure if Mr. Ortega is connected to a water line, but Mr. Ortega did build the pavilion with 2 restrooms. The other issue is enclosure. He discussed this issue with Ms. Golden and he suggested she take a look at the "garage doors" at the Showboat Pavilion, which she did. Mr. Garza stated that it does not state in the ordinance that there has to be a permanent closure and if you install garage doors, it is then enclosed. With regards to water access, he suggested that perhaps the applicant could tie in to a neighboring existing business. Regarding the flea market, Mr. Ortega has agreed with the Fire Marshal not to have one. In regards to music, there are no neighbors near the location to disturb. In conclusion, Mr. Garza pointed out that there are will not be any odor, dust or gas fumes emitted; there is no warehousing or manufacturing. The uses that Mr. Ortega has listed are not inclusive, they are only examples of what the pavilion could be used for. There is no prohibition stating that you cannot have a concept to attempt what Mr. Ortega is presenting, has to be enclosed. Mr. Garza stated if the board would like Mr. Ortega to meet with Ms. Golden to work out enclosure details, then he would be happy to do that. There were no questions for the applicant and **a motion was then made by Gary Potter/Thelma Bowie to close the Public Hearing. All members present voted aye.** Ms. Karina Ortega stated that instead of a flea market, they are considering to present a Fall Festival similar to Three Acres in Santa Fe. Chairman O'Brien stated that Mr. Ortega's project is a great project, but is not sure how it would fit into "SP" or "E" and that the board can either agree with Ms. Golden's recommendation or defer the decision and give her 2 weeks to do more research on the proper zoning. There were no additional comments or discussion and **a motion was made by Gary Potter/Perry O'Brien to approve the rezoning request based on the applicant and Ms. Golden coming to an agreement on the exact zoning. The motion failed to pass due to a 2-2 vote.** Aric Owens, stated he did not necessarily vote no, but would like to see a plan. Ms. Bowie stated she would like to defer the decision until more information is presented. **A motion was made by Gary Potter/Thelma Bowie to defer this request till the next meeting to hear the results of the negotiations between Ms. Golden and Mr. Ortega. All members present voted aye.**

**ITEM NO. 4 Other business.**

There was no further business to discuss at this time and **a motion was made by Aric Owens/Gary Potter to adjourn. All members present voted aye.**

  
\_\_\_\_\_  
Kimberly Golden, Secretary

11/2/2021  
\_\_\_\_\_  
Date

Minutes approved by the Zoning Commission at its meeting on November 2, 2021.

**CITY COMMISSION REGULAR MTG**

**(5) (a)**

**Meeting Date:** 01/19/2022

Consider & Take Action on Zoning Change Request

**Submitted For:** Veronica Carreon, Transportation and Planning

**Submitted By:** Veronica Carreon, Transportation and Planning

**Department:** Transportation and Planning

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**Information**

**ACTION REQUEST (Brief Summary)**

Consider and take action on the Zoning Change Request from Casey Genovese to rezone from "A" (Single Family Residential) to "E" (General Business) to construct a retail store. Previously on agenda for action on November 17, 2021, meeting.

**BACKGROUND**

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

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**Fiscal Impact**

**Attachments**

Resolution to rezone on SH 3

Staff Memo & Exhibits

Zoning Commission Minutes 10-19-21

Minutes

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**RESOLUTION NO. 22 - \_\_\_\_\_**

**A RESOLUTION DENYING THE REQUEST FROM CASEY GENOVESE TO REZONE FROM DISTRICT “A” (SINGLE FAMILY RESIDENTIAL) TO DISTRICT “E”(GENERAL BUSINESS) A CERTAIN LOCATION ON SH 3 TO CONSTRUCT A RETAIL STORE, AND FURTEHR PROVIDING THEREWITH.**

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**WHEREAS**, an application to re-zone certain property located on SH 3 from District “A” (Single Family Residential) to District “E” (General Business) for the purpose of constructing a new retail store (hereinafter “said re-zoning request”) was heard by the Zoning Commission on October 19, 2021; and

**WHEREAS**, the Zoning Commission held a public hearing concerning said re-zoning request on October 19, 2021 upon notice to adjacent property owners as required by the Zoning Ordinance; and

**WHEREAS**, the Zoning Commission duly convened the Public Hearing on October 19, 2021 in accordance with the notice, and received information from a representative of the applicant and from members of the public regarding said re-zoning request at the public hearing on October 19, 2021, and then duly closed the Public Hearing upon motion and second and vote of the Commission.

**WHEREAS**, the Zoning Commission, upon closing the public hearing on October 19, 2021, did deliberate and recommend approval of the requested re-zoning to the City Commission; and

**WHEREAS**, a Notice of Public Hearing was advertised for a public hearing to be held on November 17, 2021 before the City Commission regarding said re-zoning request; and

**WHEREAS**, the City Commission duly convened the Public Hearing on November 17, 2021 in accordance with the advertised notice, and received information from a representative of the applicant and from members of the public regarding said re-zoning request at the public hearing on November 17, 2021, and then duly closed the Public Hearing in proper order and by proper action of the City Commission on November 17, 2021; and

**WHEREAS**, the Commission took no action upon the request following the closing of the Public Hearing on November 17, 2021, because a motion to approve failed for lack of a second.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:**

**SECTION 1:** That the City Commission of the City of Texas City, Texas, hereby denies the application to re-zone certain property located on SH 3 from District “A” (Single Family Residential) to District “E” (General Business) for the purpose of constructing a new retail store.

**SECTION 2:** That this Resolution shall be in full force and effect from and after its passage and adoption.

**PASSED AND ADOPTED this 5th day of January 2022.**

\_\_\_\_\_  
Dedrick D. Johnson, Sr., Mayor  
City of Texas City, Texas

ATTEST:


APPROVED AS TO FORM:

\_\_\_\_\_  
Rhomari D. Leigh  
City Secretary

\_\_\_\_\_  
Kyle L. Dickson  
City Attorney

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# Memo

**To:** Zoning Commission  
**From:** Kim Golden, Engineering & Planning   
**CC:** Doug Kneupper, P.E.  
**Date:** October 14, 2021  
**Re:** Casey Genovese request to rezone from "A" (Single Family Residential) to "E" (General Business) to construct a retail store

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**Background:** The Applicant, Casey Genovese, P.E., on behalf of the property owners, Gerald and LaTasha Gary, is requesting the rezoning from "A" (Single Family Residential) to "E" (General Business) to construct a 10,640 sf building for commercial retail, 53 parking stalls, site landscaping, drainage, and utility improvements. The project will be located on 2.485 acres located +/- 750 ft southeast of the intersection of Memorial Drive and SH3 on the west side of SH 3, being Parcel No. 185990.

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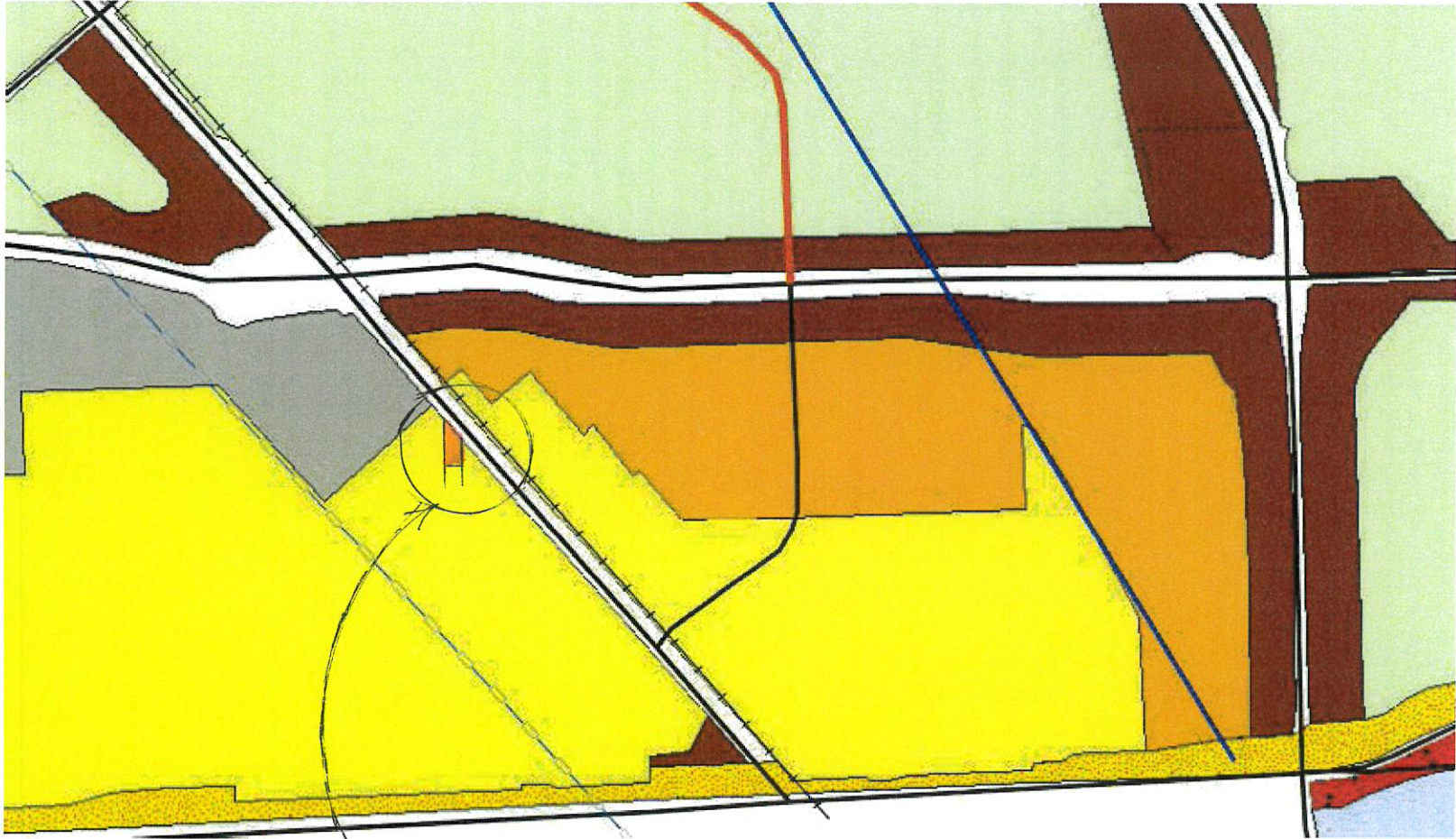
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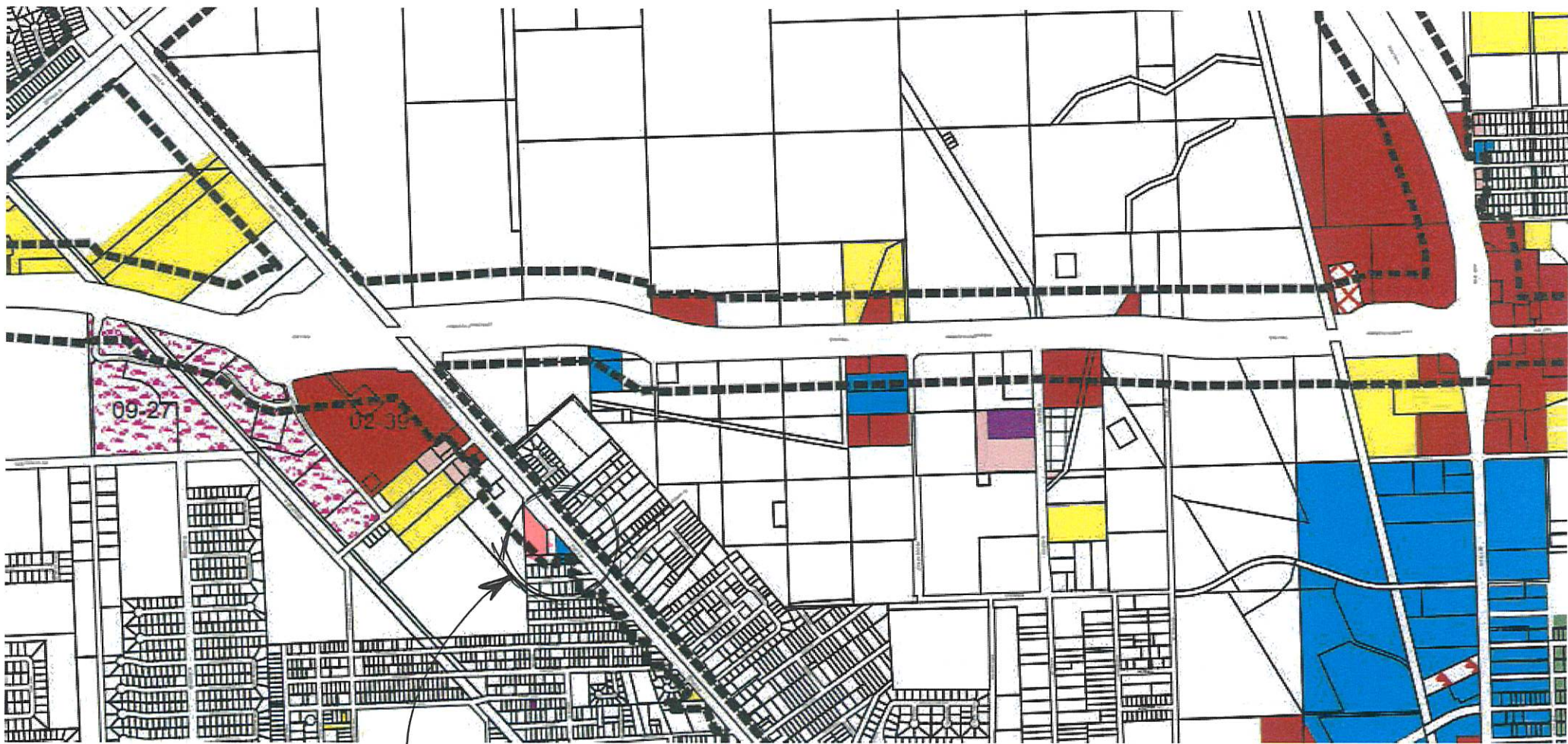
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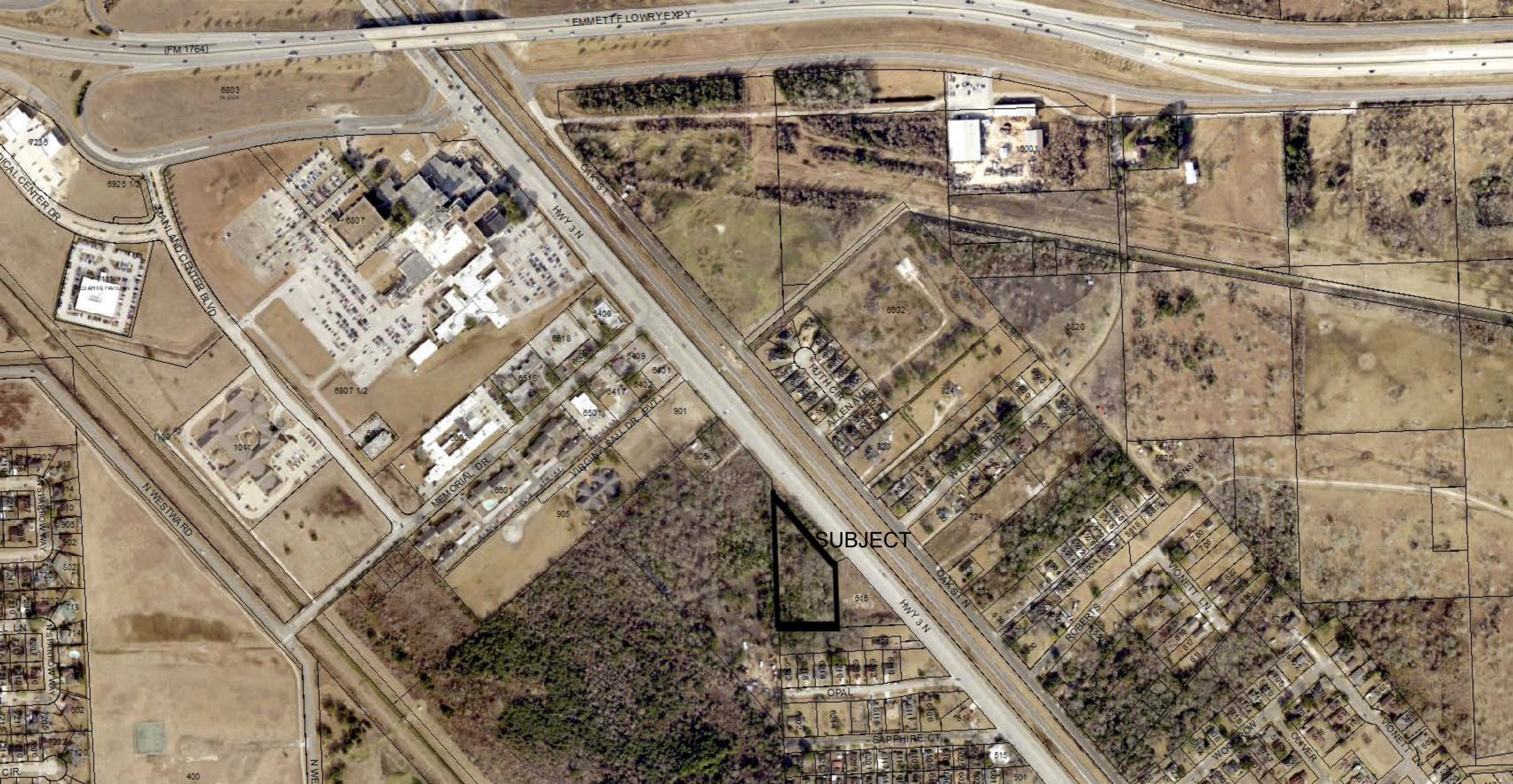
LAND USE



SUBJECT PROPERTY

2.485ac located  $\frac{1}{4}$  750ft Southern of the Intersection of Memorial Drive & SH3

ZONING MAP



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(FM 1764)

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N WESTWARD

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VIRGINIA BALL DR

RUTH CIR

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MEDICAL CENTER DR

EDWARDS PARKWAY

## ZONING COMMISSION MINUTES OCTOBER 19, 2021

The Zoning Commission of the City of Texas City met in a regularly scheduled meeting and Public Hearing on Tuesday, October 19, 2021 at 5:15 p.m. Commission members present were: Chairman Perry O'Brien, Gary Potter, Thelma Bowie and Aric Owens. Staff members present were: Kimberly Golden, Herman Meyers and Veronica Carreon. Citizens present were: Casey Genovese, Linfield, Hunter & Junius, Inc.; Clementine Carter; Francisco and Karina Ortega; Anthony Chapa; Rahim Maknoja; Carlos Garza; Shelia Dixon; Brenda Davis; Mayor Dedrick Johnson; and Dennis Harris, TCFD Fire Marshal.

Chairman O'Brien addressed those present and explained the procedures for the Public Hearing. He indicated a quorum was present and called the meeting to order.

**APPROVAL OF MINUTES:** The minutes from October 12, 2021 were approved on a motion by Gary Potter/Thelma Bowie. All members present voted aye.

**ITEM NO. 1 Review and approval of a request from Casey Genovese to rezone from "A" (Single Family Residential) to "E" ((General Business) to construct a retail store. Located at the west side of SH3, approximately 750' southeast of Memorial Drive, Texas City. (Action)**

Ms. Golden provided the background information for this rezoning request. The applicant is requesting to rezone the property from "A" (Single Family Residential) to "E" (General Business). She stated that Mr. Doug Kneupper informed her that the anticipated project is a Dollar General and that past retail developments that have tried to change the zoning on this area have been unsuccessful. This development seems to be compliant with both the Land Use Plan and the zoning of the area and also compliant with being in the midst of residential development. It is on a thoroughfare so it does not interfere with the residential nature of the surrounding properties. Staff has reviewed and have no objections except that it may be tricky to get sewer to the location, but that is something that will be addressed as the developer moves forward. Mr. Casey Genovese explained that he discussed the sewer issue with Corbin Ballast, Utilities Director, and agreed that they would go through the county and a septic system would be installed. After presentation, **a motion was made by Thelma Bowie/Gary Potter to open the Public Hearing. All members present voted aye.** Ms. Clementine Carter, Resident, then expressed that she is against the project because she doesn't like the idea of being in a "commercial" area because of a business. She stated she is concerned about the increase in taxes and in traffic, and is against any type of business in the neighborhood. Ms. Shelia Dixon and Ms. Brenda Davis, Residents, asked where the retail business would be located in reference to their homes. Mr. Genovese indicated the distance between the homes on Opal Street and the back of the proposed lot. He stated that there will be a 6' wood fence installed for screening across the back of the property, and in consideration for the neighbors, the developer is having the building constructed as far from the residents per City requirements. There is also a buffer of approximately 100' between the back of the property and the neighbors on Opal Street. Being in the Gateway Overlay District there are additional requirements that the developer will meet as well. After the discussion, **a motion was made by Gary Potter/Thelma Bowie to close the Public Hearing.** Chairman O'Brien reminded all in attendance that regardless of the rezoning request result at today's meeting, the Zoning Commission is not the last stepping stone. This request will also go before City Commission for final say. Ms. Bowie then expressed her concern and that she understood how the neighboring residents feel about the rezoning request, but that she also knows the owners of the property in question and is split

between the two. Ms. Davis then stated if taxes are not raised, then she is okay with the rezoning request. Chairman O'Brien stated that he could not give an answer to that concern. There were no additional comments or discussion and a **motion was made by Gary Potter/Aric Owens to approve the rezoning request. All members present voted aye, except for Thelma Bowie who voted no.**

**ITEM NO. 2 Review and approval of a request from Rahim Maknoja to rezone from "A" (Single Family Residential) to "E" ((General Business) to construct a fuel station and convenience store. Located at the southwest corner of 25<sup>th</sup> Avenue North and 34<sup>th</sup> Street North, Texas City. (Action)**

Ms. Golden provided the background information for this rezoning request. This request was previously submitted (Sayid Ali – Texas City Express) and approved in April 2020 but expired because the previous applicant did not begin construction within the necessary time frame. The new applicant, Rahim Maknoja is requesting rezoning of this property for the same purpose and it does not look as if much has changed from the previous request. After presentation, **a motion was made by Thelma Bowie/Gary Potter to open the Public Hearing. All members present voted aye.** Ms. Karina Ortega, Resident, stated she was in favor of the rezoning request. There were no questions for the applicant and **a motion was then made by Gary Potter/Thelma Bowie to close the Public Hearing. All members present voted aye.** There were no additional comments or discussion and **a motion was made by Thelma Bowie/Gary Potter to approve the rezoning request. All members present voted aye.**


**ITEM NO. 3 Review and approval of a request from Francisco Ortega to rezone from "A" (Single Family Residential) to "E" ((General Business) to construct an open air pavilion for family gatherings, birthday parties, quinceaneras, small flea market and other similar events. Located at 5801 Emmett F. Lowry Expressway, Texas City. (Action)**

Ms. Golden provided the background information for this rezoning request. The applicant is requesting to rezone the property from "A" (Single Family Residential) to "E" (General Business). This request started as a code violation because it was operating without a Certificate of Occupancy (CO) and without the necessary zoning approvals. Mr. Doug Kneupper has been working on this project with Mr. Carlos Garza and the applicant and it was suggested to change the zoning from "A" to "E". The property is 7.367 acre parcel. It does have an existing open air pavilion and the intended use is for an open air venue. Ms. Golden stated that when she began reading the ordinance for "E", and even "F" (Light Industrial), it was very clear that those uses are intended to be enclosed. Ms. Golden stated it's possible that a legislative solution may need to be applied - which is to provide open air venues in some zone somewhere, because she could not locate a zoning for this type of venue in the ordinance. It's possible the Zoning Commission may have to consider revising a zoning district, especially in the context of covid where we might want to promote this type of option of large gatherings in open spaces. Ms. Golden stated that from a Land Use Plan perspective, the rezoning to "E" would not be appropriate or fit the use for the proposed request. Staff comments for this request were: (1) access to water and sewer for this site is problematic. The closest available appears to be at Willow and FM 1764 (E.F.Lowry Expy). (2) Fire Marshall has no objection to use of the open air pavilion as an assembly venue for parties and gatherings, but advises this use for flea markets or garage sale type activities should be prohibited as this location is in the Gateway Corridor. Mr. Perry O'Brien stated that "S-P" is one of the zoning districts used in the past, but is concerned that if it would be a "catch all" if the scope of the business were to change. Ms. Golden stated that she is not sure that option is not appropriate, but has no basis to apply to this option. Perhaps this request should be deferred until a little more investigating is done or work with the applicant and judge to petition additional time for this request. After presentation, **a motion was**

**made by Gary Potter/Thelma Bowie to open the Public Hearing. All members present voted aye.** Mr. Carlos Garza then began his presentation and stated that Mr. Francisco Ortega would like to propose is to create a facility for quinceaneras, weddings, family gatherings, etc. It is proposed as an open air pavilion. The project is now prohibited from moving forward because the contractors were working without permits. It was agreed with the judge and prosecutor that Mr. Ortega's intent is to continue this project properly through the zoning process and then obtain building permits per City Ordinance. Mr. Garza stated that there are 2 issues with the project. One is access to water and sewer, to which he is not sure if Mr. Ortega is connected to a water line, but Mr. Ortega did build the pavilion with 2 restrooms. The other issue is enclosure. He discussed this issue with Ms. Golden and he suggested she take a look at the "garage doors" at the Showboat Pavilion, which she did. Mr. Garza stated that it does not state in the ordinance that there has to be a permanent closure and if you install garage doors, it is then enclosed. With regards to water access, he suggested that perhaps the applicant could tie in to a neighboring existing business. Regarding the flea market, Mr. Ortega has agreed with the Fire Marshal not to have one. In regards to music, there are no neighbors near the location to disturb. In conclusion, Mr. Garza pointed out that there are will not be any odor, dust or gas fumes emitted; there is no warehousing or manufacturing. The uses that Mr. Ortega has listed are not inclusive, they are only examples of what the pavilion could be used for. There is no prohibition stating that you cannot have a concept to attempt what Mr. Ortega is presenting, has to be enclosed. Mr. Garza stated if the board would like Mr. Ortega to meet with Ms. Golden to work out enclosure details, then he would be happy to do that. There were no questions for the applicant and **a motion was then made by Gary Potter/Thelma Bowie to close the Public Hearing. All members present voted aye.** Ms. Karina Ortega stated that instead of a flea market, they are considering to present a Fall Festival similar to Three Acres in Santa Fe. Chairman O'Brien stated that Mr. Ortega's project is a great project, but is not sure how it would fit into "SP" or "E" and that the board can either agree with Ms. Golden's recommendation or defer the decision and give her 2 weeks to do more research on the proper zoning. There were no additional comments or discussion and **a motion was made by Gary Potter/Perry O'Brien to approve the rezoning request based on the applicant and Ms. Golden coming to an agreement on the exact zoning. The motion failed to pass due to a 2-2 vote.** Aric Owens, stated he did not necessarily vote no, but would like to see a plan. Ms. Bowie stated she would like to defer the decision until more information is presented. **A motion was made by Gary Potter/Thelma Bowie to defer this request till the next meeting to hear the results of the negotiations between Ms. Golden and Mr. Ortega. All members present voted aye.**

**ITEM NO. 4 Other business.**

There was no further business to discuss at this time and **a motion was made by Aric Owens/Gary Potter to adjourn. All members present voted aye.**

  
\_\_\_\_\_  
Kimberly Golden, Secretary

11/2/2021  
\_\_\_\_\_  
Date

Minutes approved by the Zoning Commission at its meeting on November 2, 2021.

REGULAR CALLED CITY COMMISSION MEETING

MINUTES

WEDNESDAY, NOVEMBER 17, 2021 – 5:00 P.M.  
KENNETH T. NUNN COUNCIL ROOM – CITY HALL

A Regular Called Meeting of the City Commission was held on Wednesday, NOVEMBER 17, 2021, at 5:00 P.M. in the Kenneth T. Nunn Council Room in City Hall, Texas City, Texas. A quorum having been met, the meeting was called to order at 5:00 p.m. by Dedrick D. Johnson, Sr.

1. ROLL CALL

Present: Dedrick Johnson, Mayor  
Thelma Bowie, Commissioner At-Large, Mayor Pro Tem  
Kevin Yackly, Commissioner At-Large  
Keith Henry, Commissioner District 1  
Felix Herrera, Commissioner District 2  
Dorthea Jones Pointer, Commissioner District 3

Absent: Jami Clark, Commissioner District 4

2. INVOCATION

Led by Pastor Clay Bowers of Northside Baptist Church.

3. PLEDGE OF ALLEGIANCE

Led by Commissioner District 4 Dorthea Jones Pointer.

4. PROCLAMATIONS AND PRESENTATIONS

a. Service Awards

Allen Edinburgh Police	11/21/2011	10 years
Martha Clark Parks & Recreation	11/20/2006	15 years
Adolph Velasco Police	11/12/1986	35 years

b. Promotion of Firefighter Daniel Barkley to Engineer

Daniel Barkley was promoted to Engineer by Fire Chief David Zacherl.

5. REPORTS

a. Financial Quarterly Report

Laura Boyd, Finance Director, spoke to the City Commission about the City's third-quarter investment report.

- b. Economic Development Report

Garrett McLeod, Economic Development Director, gave a PowerPoint presentation.

6. PUBLIC HEARING

Opened by Mayor Johnson.

Motion to close the public hearing was given by Mayor Pro Tem Thelma Bowie, seconded by Commissioner District 2 Felix Herrera.

- a. Binnacle Development requests to rezone from "A" (Single-Family Residential) to "I" (Planned Unit Development) to construct Brookwater Subdivision – a Master Planned Community within the City of Texas City.
- b. Casey Genovese requests to rezone from "A" (Single Family Residential) to "E" (General Business) to construct a retail store.
- c. Rahim Maknojia requests to rezone from "A" (Single Family Residential) to "E" (General Business) to construct a gas station and convenience store.

7. ZONING PRELIMINARY

- a. Consider and take action on the request from Binnacle Development to rezone from "A" (Single-Family Residential) to "I" (Planned Unit Development) to construct Brookwater Subdivision – a Master Planned Community within the City of Texas City.

Motion by Commissioner District 2 Felix Herrera, Seconded by Commissioner At-Large Kevin Yackly

**Vote: 6 - 0 CARRIED**

- b. Consider and take action on the request from Casey Genovese to rezone from "A" (Single Family Residential) to "E" (General Business) to construct a retail store.

Motioned by Commissioner At-Large Kevin Yackly, failed to receive a second to the motion to approve.

Item failed.

- c. Consider and take action on the request from Rahim Maknojia to rezone from "A" (Single Family Residential) to "E" (General Business) to construct a gas station and convenience store.

Motion by Commissioner At-Large, Mayor Pro Tem Thelma Bowie, Seconded by Mayor Dedrick Johnson

**Vote: 6 - 0 CARRIED**

10. PUBLIC COMMENTS

Mayor Johnson recognized Boy Scouts from Troop 246. Mrs. April Marburger explained that they were in attendance to receive their government badge. Their names are as follows: Samuel Mull, Gabe Ivy, James Allison, Ivon Wolfe, Simon Roberts, Brendon Welch, Andrew Hipp, Tristan Kelly, and Zack, Zeke, and Richard Sainas.

11. CONSENT AGENDA

- a. Approve City Commission Minutes for October 3, 2021 meeting. (City Secretary)

**Vote: 6 - 0 CARRIED**

- b. Consider and take action on Resolution No. 21-104, approving the purchase of a new compactor with pre-crusher for the Sanitation Department. (Public Works)

**Vote: 6 - 0 CARRIED**

- c. Consider and take action on Resolution No. 21-105, approving a Development Agreement between the City of Texas City and Texas City 51, LLC. (City Engineer)

**Vote: 6 - 0 CARRIED**

- d. Consider and take action Resolution No. 21-106, approving an annual contract for Bid No. 2022-001 Concrete Pavement Lifting and Void Filling Annual Contract. (Public Works)

**Vote: 6 - 0 CARRIED**

- e. Consider and take action on Resolution No. 21-107, authorizing the City of Texas City to enter into an Agreement entitled Texas Opioid Abatement Fund Council and Settlement Allocation Term Sheet. (Mayor)

**Vote: 6 - 0 CARRIED**

- f. Consider and take action on Resolution No. 21-108, approving Bid No. 2021-408 Humble Camp Road Drainage Project to AR Turnkey Construction Company Inc. (Public Works)

**Vote: 6 - 0 CARRIED**

- g. Consider and take action on Resolution No. 21-109, approving a contract for Bid No. 2022-002 Code Compliance Abatement Residential Substandard Structure Demolition. (Purchasing)

Pulled by Mayor Johnson for discussion.

Motion by Commissioner At-Large, Mayor Pro Tem Thelma Bowie, Seconded by Commissioner District 3 Dorthea Jones Pointer

**Vote: 6 - 0 CARRIED**

- h. Consider and take action on Resolution No. 21-110, approving a contract for Bid No. 2022-003 Electrical Supplies, Lamps, and Ballast Annual Contract. (Purchasing)

**Vote: 6 - 0 CARRIED**

12. REGULAR ITEMS

- a. Consider and take action on Ordinance No. 21-34, amending Chapter 150 'Building Regulations; Construction" related to additional authority regarding substandard structures. (Fire Department)

Motion by Commissioner District 3 Dorthea Jones Pointer, Seconded by Commissioner District 2 Felix Herrera

**Vote: 6 - 0 CARRIED**

13. COMMISSIONERS' COMMENTS

Commissioner At-Large Kevin Yackly congratulated the current City Commission on their 1 year anniversary serving the City of Texas City. Yackly also requested that everyone support the Texas City football team as they go to the championship.

Commissioner Dorthea Jones Pinter wished everyone a Happy Thanksgiving.

STAFF COMMENTS

David Zacherl, Fire Chief, reminded everyone to deep fry turkeys outside.


George Fuller, Director of Community Development, stated that Youth In Government is being held on December 1, 2021.

14. MAYOR'S COMMENTS

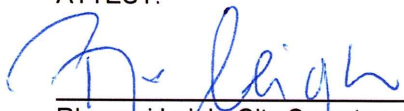
Mayor Johnson wished everyone a happy and safe Thanksgiving.

15. ADJOURNMENT

Having no further business, Commissioner At-Large Kevin Yackly made a MOTION to ADJOURN at 6:06 p.m.; the motion was SECONDED by Commissioner District 3 Dorthea Jones Pointer. All present voted AYE. MOTION CARRIED.

  
DEDRICK D. JOHNSON, MAYOR

ATTEST:

  
\_\_\_\_\_  
Rhomari Leigh, City Secretary  
Date Approved:

**CITY COMMISSION REGULAR MTG**

**(7) (b)**

**Meeting Date:** 01/19/2022

**Submitted For:** Dennis J Harris, Recreation and Tourism

**Submitted By:** Rhomari Leigh, City Secretary

**Department:** Recreation and Tourism

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**Information**

**ACTION REQUEST (Brief Summary)**

Consider and take action on the approval of purchasing materials and installation of new covered canopies at the Texas City Municipal Shooting Range from ASA Builders, Inc., a member of the Choice Partners Purchasing Cooperative.

**BACKGROUND**

Currently the Texas City Municipal Shooting Range has 28 shooting stations for all legal caliber rifles and 23 stations for handguns with covered canopies over these stations. The canopies are over 40+ years and in disrepair. We are recommending replacement of new installed 260' x 14' steel galvanized canopies will be installed at 10' with 6" galvanized purlins, 3" x 3" galvanized posts. This price includes demo and haul off 2470 sq. ft of existing canopy. This work will come with a one-year workmanship warranty, and the sheeting has a 40-year fading warranty from the manufacturer.

A copy of this proposal is attached for your review.

**ANALYSIS**

It is recommended that the City authorize the work to be performed by ASA Builders, Inc., a member of the Choice Partners Purchasing Cooperative #17-020CG-02 in the amount of \$60,745 that includes all materials, installation, equipment and demolition of existing canopies.

**ALTERNATIVES CONSIDERED**

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**Fiscal Impact**

**Attachments**

Exhibit A  
Resolution

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**ASA Builders, Inc.**  
2628 E. Sam Houston Pkwy. S.  
Pasadena, Texas 77503

**Aluminum Canopies, Walkway Covers, Drop off canopies**

Texas City Gun Range

Phone - 713-962-6827

Fax - 281-487-2712

1 of 1  
Pages

Page No.

PROPOSAL SUBMITTED TO CITY OF TX CITY		PHONE	DATE 1-07-2022
STREET		JOB NAME Gun Range Canopy	
CITY, STATE AND ZIP CODE		JOB LOCATION	
ARCHITECT V	DATE OF PLANS		JOB PHONE J

We hereby propose to furnish materials and labor necessary for the completion of project. ASA has the right to withdraw if not notified within 30 days of award.

Choice Partners # 17-020CG-02

Install – 260' x 14' @ 10' height steel galvanized canopy.

Material -

6" galvanized purlins, 3" x 3" galvanized posts, 26 ga galvalume roof sheeting.  
Post's on front to be quick bolted to concrete and rear posts set in concrete footings.

- Demo and haul off 2,470 sq ft of existing canopy.
- City to remove electricity to existing and PA wiring.

Pricing includes all material, installation and equipment.

Canopy price - \$ 54,570.00

Demo pricing - \$ 6,175.00

Total Cost - \$ 60,745.00

Warranty – 1 year workmanship, sheeting has 40 year fading warranty from manufacturer.

Thank you,

Keith Elliott, Pres.

**RESOLUTION NO. 2022-005**

**A RESOLUTION APPROVING THE PURCHASE OF MATERIAL AND INSTALLATION OF NEW COVERED CANOPIES AT THE TEXAS MUNICIPAL SHOOTING RANGE FROM ASA BUILDERS, INC., A CHOICE PURCHASING COOPERATIVE PROGRAM MEMBER; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.**

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**WHEREAS**, the Texas City Recreation and Tourism Department requests the approval of purchasing materials and installation of new covered canopies at the Texas City Municipal Shooting Range from ASA Builders, Inc., a member of the Choice Partners Purchasing Cooperative; and

**WHEREAS**, funds for this purchase are available through the 2021/2022 Fiscal Year Budget; and

**WHEREAS**, it is the recommendation of the Texas City Recreation and Tourism Department to award the above mentioned item to ASA Builders, Inc., a member of the Choice Partners Purchasing Cooperative #17-020CG-02 in the amount of \$60,745.00, that includes all materials, installation, equipment and demolition of existing canopies.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:**

**SECTION 1:** That the City Commission of the City of Texas City, Texas, hereby approves the purchasing materials and installation of new covered canopies at the Texas City Municipal Shooting Range from ASA Builders, Inc., a member of the Choice Partners Purchasing Cooperative, for an approximate price of \$60,745.00, as set out on the quote attached hereto as **Exhibit "A"** and made a part hereof for all intents and purposes.

**SECTION 2:** That this Resolution shall be in full force and effect from and after its passage and adoption.

**PASSED AND ADOPTED this 19th day of December 2022.**

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Dedrick D. Johnson, Sr., Mayor  
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

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Rhomari D. Leigh  
City Secretary

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Kyle L. Dickson  
City Attorney

**CITY COMMISSION REGULAR MTG**

**(7) (c)**

**Meeting Date:** 01/19/2022

Award of the professional services contract to provide Rehabilitation Specialist/Inspector services.

**Submitted For:** Titilayo Smith, Community Development, Housing Autho

**Submitted By:** Titilayo Smith, Community Development, Housing Autho

**Department:** Community Development, Housing Autho

**Information**

**ACTION REQUEST (Brief Summary)**

Consider and take action on Resolution 22-006, approving the award of the contract to provide Rehabilitation Specialist/Inspector services for the Community Development Department to Mainland Children's Partnership DBA Galveston County Long Term Recovery Group in an amount not to exceed \$50,000.

**BACKGROUND**

The City of Texas City receives CDBG grants annually from the U.S. Department of Housing and Urban Development that it uses for several activities to benefit the City's lower income residents, and the community as a whole. Texas City allocates a portion of each these grants to its housing rehabilitation program, which provides financial assistance to improve the conditions of housing units owned and occupied by lower income households.

The City is seeking to fill the Housing Rehabilitation Specialist/Inspector (HRS) on a part-time (as needed), contractual basis. The services will be provided through a combination of in-office (CDD), in-the-field, and remote work (if desired). Ideally, applicants will have schedule flexibility, on a week-to-week and ongoing basis, to be able to respond to varying workload demands. The Rehabilitation Specialist can expect to have multiple projects under construction or in a pre-construction stage at any given time. The cost of these rehabilitation projects typically range from \$5,000 to \$25,000 per unit.

The HRS will work under the supervision of the CDD Director and the CDD Program Coordinator.

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

**Fiscal Impact**

**Attachments**

Rehabilitation Specialist/Inspector Services RFP  
Mainland Children's Partnership Proposal  
Resolution

**COMMUNITY DEVELOPMENT DEPARTMENT**928 5<sup>th</sup> Ave. N, Texas City, TX 77591

## Request for Proposals (RFP)

### HOUSING REHABILITATION SPECIALIST/INSPECTOR SERVICES

The City of Texas City, through its Community Development Department (CDD), is requesting proposals for Housing Rehabilitation Specialist/Inspector services. These services are to be provided in conjunction with the City's CDBG-funded Texas City Housing Rehabilitation Program (TCHRP). The City invites submissions from either firms or individuals, including Section 3, SBE- or D/M/WBE entities.

### BACKGROUND AND CONTEXT

The City of Texas City receives CDBG grants annually from the U.S. Department of Housing and Urban Development that it uses for several activities to benefit the City's lower income residents, and the community as a whole. Texas City allocates a portion of each these grants to its housing rehabilitation program, which provides financial assistance to improve the conditions of housing units owned and occupied by lower income households.

The City is seeking to fill the Housing Rehabilitation Specialist/Inspector (HRS) on a part-time (as needed), contractual basis. The services will be provided through a combination of in-office (CDD), in-the-field, and remote work (if desired). Ideally, applicants will have schedule flexibility, on a week-to-week and ongoing basis, to be able to respond to varying workload demands. The Rehabilitation Specialist can expect to have multiple projects under construction or in a pre-construction stage at any given time. The cost of these rehabilitation projects typically range from \$5,000 to \$25,000 per unit.

The HRS will work under the supervision of the CDD Director and the CDD Program Coordinator.

#### A. Requested Services

The Rehabilitation Specialist shall be responsible for the following tasks. There may be additional tasks to be provided that are not listed below but are consistent with the services to be provided by the Rehabilitation Specialist.

1. Conduct a preliminary inspection of property to determine existing conditions, identify substandard conditions, and code violations. Document inspection with a written inspection report and photographs.

2. Discuss the scope of the desired rehabilitation work with the property owner and discuss work that may not be desired by the owner but is needed to ensure that the TCHRP complies with federal and state requirements.
3. Identify issues relating to lead-based paint, asbestos, and historically significant properties. Serve as the liaison with appropriate agencies to obtain approvals for cases affected by these areas.
4. Prepare a detailed work write-up and specifications for the proposed work to be undertaken through the Housing Rehabilitation Program. Integrate the findings, reports and recommendations of special technical consultants, such as lead paint inspectors, into the work specifications.
5. Estimate the cost of rehabilitation or reconstruction.
6. Work with other program staff to obtaining local approval for projects (e.g., waivers of per unit maximum assistance, etc.)
7. Meet with property owners to review the work write-up, specifications, and prioritize work where necessary.
8. Finalize the scope of work (work specifications) and revise the cost estimate, if needed. Obtain property owner's acceptance of the work specifications and authorization to release the project for bidding.
9. Conduct a pre-bid showing for prospective bidders and respond to inquiries during the bidding process.
10. Modify and issue revised job specifications in writing, if necessary, after pre-bid, to reflect changes that are needed as a result of discussion with prospective bidders.
11. Evaluate bids received and make a recommendation for a contract award.
12. If necessary, obtain clarification about bids, including discussions with bidders to ascertain that they fully understand the scope of the work and the TCHRP and owner's expectations.
13. Provide assistance/information for preparation of construction contract agreements between contractor and property owners.
14. Conduct a pre-construction meeting with the contractor and property owner.
15. Perform on-going project administration through periodic site visits to ensure quality workmanship on each project. The frequency of the visits should be commensurate to the size and complexity of the project.
16. Prepare Change Orders if applicable.
17. Mediate informal owner/contractor disputes.
18. Conduct work inspections prior to releasing progress or final payments to contractors.
19. Review contractor invoices for payments; authorize payments to contractor.

In addition to the above, the Rehabilitation Specialist will provide the following general assistance, as needed, in conjunction with other project staff to help ensure timely and quality implementation of the grant:

1. Assist staff in evaluating the qualifications of new contractors seeking to work in the Program.
2. Provide progress reports upon request.
3. Review program operational procedures, documents and systems.
4. Attend staff meetings to review work load/work flow, and the progress and status of rehabilitation cases.

## B. General Information

### 1. Project Schedule

It is anticipated that a contract will be awarded on or about January 10, 2022. The schedule below outlines the current timetable. *Applicants shall state their availability to commence work, as well as any short- or long-term schedule constraints and limitations.*

<b>RFP advertised and available</b>	<b>November 23, 2021</b>
<b>2<sup>nd</sup> RFP advertisement</b>	<b>November 30, 2021</b>
<b>Proposals due</b>	<b>December 14, 2021, 4:00 P.M.</b>
<b>Interviews</b>	<b>Week of December 20, 2021</b>
<b>Contract award and work start</b>	<b>On or about January 10, 2022</b>

Initially, the City intends to enter into a contract agreement with the selected party for a period of approximately one year. At its sole option, the City reserves the right to extend these services for a period of up to three (3) years total, the maximum period allowed under Texas law. Parties submitting proposals should indicate if they are interested in a contract with a longer term, although such an interest shall not be binding on either the City or the proposer.

### 2. Work Schedule

As an independent contractor, the selected party will have flexibility in its work schedule, but must have the ability to perform the requested services in a manner that is responsive to the Program’s case load volume. It is expected that the work load demands will vary on an ongoing basis, with periods that will required a greater time commitment than at other times. This schedule flexibility can benefit all parties – the property owner, contractors, Program staff and the Rehabilitation Specialist.<sup>1</sup>

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<sup>1</sup> In its response, the proposer should describe its ability (or limitations) to meet periodically with other Program staff during the normal work day. The CDD office’s normal hours are Monday – Friday, 8 AM to 5 PM. It is recognized that a significant portion of the Rehab Specialist’s work could be in the field or at the contracted party’s office.

### 3. General Qualifications

One (1) or more years' experience as a Housing Rehabilitation Specialist/Inspector in Texas. If proposers do not have professional liability insurance they must acknowledge they will obtain such insurance in a minimum amount of \$1,000,000 and maintain such throughout the life of the project. No person debarred pursuant to Chapter 149, §44C, from federally-funded work or disqualified pursuant to Chapter 7, §38F(c) or §38H(g) shall be allowed to bid on this project individually or be included as a sub-consultant to the prime firm.

### 4. Essential Requirements of Position

The Rehabilitation Specialist/Inspector will need the ability to meet physical and other abilities that are essential to the position. These include:

- Ability to provide on transportation to travel to a variety of locations to perform site visits.
- Competence with computers, including word processing and spreadsheets.
- Hand-eye coordination is necessary to operate various pieces of office equipment.
- Ability to stand and walk and use hands to finger, handle, feel or operate objects, tools or controls; and reach with hands and arms.
- Ability to talk and hear. Specific vision abilities required by this job include close vision and the ability to focus.
- Ability to work both independently and collaboratively as part of a team.
- Strong interpersonal skills, and the ability to manage difficult or stressful interactions diplomatically.

### 5. Insurance Requirements

Each party submitting proposals in response to this RFP shall submit a sample "Certificate of Insurance" for items listed below and before the work commences, the insurance company shall send to the City a "Certificate of Insurance" indicating that such insurance is in force. If an interested party does not currently have the coverages cited below, it shall state its ability and willingness to obtain them.

If awarded the contract, the successful party shall make arrangements for its insurance company to notify the City of any termination or material change in the aforementioned insurance at least thirty (30) days prior to the date on which the termination or change takes place.

The firm shall take out and maintain insurance as provided in the preceding paragraph, as follows:

- a. Worker's Compensation Insurance for the protection of all employees throughout the entire period that this contract is in operation with coverage B limit of liability of not less than \$500,000. (This is a requirement of the City for all parties, including individuals/sole proprietors, even though Texas law does not require such).
- b. Comprehensive General Liability for bodily injury, including death, in the amount of \$1,000,000 (for one person) and \$1,000,000 (on account of one accident), including the City as an additional insured.

- c. Property Damage in the amount of \$1,000,000 each occurrence and \$1,000,000 aggregate. The property damage insurance shall include comprehensive for premises/operations, collapse, explosion, and underground damage to public utilities, products/completed operations, contractual, independent contractor, broad form property damage, and including the City as an additional insured. Automotive vehicles, both owned and non-owned, used in conjunction with the job both on and off the public highway shall carry the same rates of insurance for bodily injury and property damage as stated above.

All policies and certificates shall contain an endorsement requiring at least thirty (30) days written notice, nonrenewal or cancellation of coverage to City of Texas City. Compliance by the Contractor with the insurance requirements shall not relieve the Contractor from liability under the full indemnity provisions contained herein.

Losses insured under policies that include the City as a named insured shall be adjusted with the Owner and made payable to the Owner as trustee for the insured, as their interests may appear. The OWNER must be named as one of the insured in each of the above coverage's.

### C. Submission Requirements

In order to comply with the minimum evaluation criteria for this project, applicants are required to submit proposals containing the following:

1. Name, address, and contact information proposer or firm, and principal contact person.
2. Type of organization (i.e., corporation, partnership, joint venture, etc.) including list of participants, as appropriate.
3. History, ownership, and organizational background of the firm or individual.
  - a. Provide a brief history of each individual or firm involved, as well as a synopsis of ownership and organizational structure.
  - b. If the firm responding is a partially- or fully-owned subsidiary of another firm, include the above information for the parent company and an appropriate statement by the parent company in support of the subsidiary's submittal.
  - c. In case the response is by a joint venture or partnership, explain how the responsibilities will be divided
  - d. Indicate (as applicable) that the firm/individual is a Section 3, Small and/or M/WBE enterprise.
4. The submission must be signed by an individual duly authorized to bind the offer.
5. Acknowledge receipt of all addenda issued by the City, or that none has been received.
6. Insurance coverage as described above will be required upon contract execution. State that such coverage is currently in place or will be put in place at contract signing.
7. Provide a brief, narrative description (one or two paragraphs) that demonstrates an understanding of services being requested, including comments or observations as the proposer deems relevant.
8. Provide specific evidence of the individual's/firm's/team's comparable experience involving state or federal funding and number of years of experience. For references, list contact name,

address, telephone number, and a summary description and date of project. The City may contact any or all of these as references. The City may independently contact other parties not listed as a reference.

9. Qualifications/experience: If more than one person will provide services, describe the proposed staffing of the project, and the roles of each person. Indicate the approximate proportion of time (of the total) that each staff person will commit to the project. Include copies of resumes. Proposers are encouraged to submit work samples to enable the City to evaluate the qualifications.
10. Indicate availability on a weekly basis, and any constraints or schedule limitations. Proposers should acknowledge their ability to commence work on or about January 3, 2022 and provide information that corroborates its availability. List other current commitments; provide information relating to any potential conflicting commitments.
11. Compensation may be proposed either on a fixed or not-to-exceed billing basis. The City's preference is to pay compensation on a fixed per-unit basis. Additionally, the City will request a fully loaded hourly rate in the event that extra services are requested. When submitting its proposed compensation, the proposer should also identify any costs not included in the hourly or fixed fee.
12. Complete the following documents attached:
  - Conflict of Interest Questionnaire
  - Certificate of Interested Parties
  - Non-Collusion Bidding Certificate
  - Certification Regarding Debarment, Suspension, and Other Responsibility Matters
  - HB-89 Verification Form

A complete submission package shall be considered one that contains the information described in the preceding section (Proposal Submission Requirements). The City is seeking concise, clear responses that provides the required information. The envelope/email shall be labeled:

**Request for Proposals: Housing Rehabilitation Specialist/Inspector**

Each firm submitting a proposal package in response to this RFP should submit one copy of their proposal in a sealed envelope addressed to:

City of Texas City  
Purchasing Department  
Attn: Debbie Gurka  
1801 9<sup>th</sup> Ave N  
Texas City, TX 77590

The proposal shall remain in effect for 30 days after the submittal deadline. All proposal packages must be received before **4:00 P.M., December 14, 2021**. The Proposal will be publicly opened but not read aloud.

**One (1) copy** of each proposal must be delivered to City by the date and time specified in this RFP. No late submissions will be accepted. Faxed proposals will not be accepted.

Any questions arising from this RFP should be addressed in writing to Mrs. Titilayo Smith, Program Coordinator, Community Development Department, at 928 5<sup>th</sup> Ave. N, Texas City, TX 77591, or at [tsmith@texascitytx.gov](mailto:tsmith@texascitytx.gov). Responses to all questions will be made in writing with copies sent to all firms who have received the RFP. **Questions or requests for clarification must be received on or before 4:00 P.M., Monday, December 6, 2021. Responses to questions will be posted on the City of Texas City's website by 5:00 PM on December 7, 2021.**

All submittals received by the City of Texas City in response to the RFP shall become the property of the City and will not be returned.

#### Withdrawal of Proposal

Any party wishing to withdraw its proposals must do so in writing to Mrs. Smith on or before the submission deadline. The withdrawal may either be submitted by mail or email.

#### Correction or Modification to a Proposal

A party that wishes to correct or modify its submission may do so in writing to Mrs. Smith prior to the submission deadline.

### D. Selection Criteria

Proposals will be evaluated by one or more persons. The following details these procedures and specifies the proposal submission requirements necessary to ensure a fair and equitable selection process.

#### 1. Minimum Evaluation Requirements

The City, through the Community Development Department, will receive all proposals and record the names of the firms/individuals. Submissions that meet the minimum criteria will then be evaluated by a more extensive, qualitative rating system explained below. Proposals that fail to meet all minimum criteria will be rejected from further consideration.

The **minimum evaluation** criteria for this project include:

1. One (1) years' experience as a Housing Rehabilitation Specialist/Inspector in Texas.
2. Moderate computer skills, including proficiency with word processing software.
3. Submissions must be complete, accurate and responsive to RFP requirements, including submission of required certifications.
4. Evidence of insurance coverage must be satisfactory, or, alternatively, the proposer shall state its ability and willingness to acquire the required coverages.
5. Required certifications (listed above under "Submission Requirements") are complete.

Under the City’s determination that Proposers have met all of the minimum criteria outlined above, eligible proposals will then be reviewed as follows.

## 2. Selection Criteria: Qualitative Evaluations

Following are factors that will be used to judge submissions, and how these factors will be rated. Below is a hierarchy of proposal evaluation criteria organized around four rating levels: highly advantageous (HA), advantageous (A), not advantageous (NA) and unacceptable (U). Not all levels apply for all criteria.

Submissions will be reviewed to determine an appropriate rating for each criterion. If more than one evaluator reviews submissions, a summary of the compiled ratings will then be distributed to individual evaluation team members. The team will meet to discuss any major differences between individual members’ ratings and make adjustments, if warranted. Up to three of the highest ranked proposers may be invited to an interview. If interviews are conducted, the evaluations may be adjusted based on the proposer’s effectiveness during the interview. A summary of the rating and ranking (including an assessment resulting from the interview, if conducted) will then be presented to the CDD Program Coordinator with a recommendation for a selection.

The Program Coordinator will thereafter negotiate a contract price with the most highly ranked applicant. If the Program Coordinator is unable to negotiate an acceptable price, she will continue to negotiate with other applicants, in the order of their ranking, until she is successful in agreeing on a contract price. It is the Program Coordinator who ultimately forwards a contract award recommendation to the City Commission.

The intent of this evaluation system is to consider most favorably the applicant with the highest proposals and most responsive submission.

### A. Housing Rehabilitation Specialist Experience in a CDBG- or other HUD-funded Housing Rehabilitation Programs, such as NSP, HOME, or Section 312.

<i>Highly Advantageous:</i>	Five or more years of experience as a Housing Rehabilitation Specialist, with at least three of these years occurring within the past five years.
<i>Advantageous:</i>	Less than five but more than three years of experience as a Housing Rehabilitation Specialist.
<i>Not Advantageous:</i>	Some, but less than three years of experience as a Housing Rehabilitation Specialist.
<i>Unacceptable:</i>	No experience as a CDBG Housing Rehabilitation Specialist or in a comparable position. <i>Applicants receiving this rating for any of the criteria will be eliminated from further consideration.</i>

### B. Demonstrated Knowledge of Federal and State Lead-Based Paint Requirements Relating to Housing Rehabilitation including HUD lead paint regulations under 24 CFR Part 35, Subpart J, and Sections 1012 and 1013 (Title X) of the Residential Lead-Based Paint Hazard Reduction Act of 1992.

- Highly advantageous:* Understanding of the above referenced regulations and attendance at one or more training courses/sessions relating to implementation of these regulations. More than three years of direct experience in applying them to housing rehabilitation projects, as per 24 CFR part 35, Subpart J.
- Advantageous:* Familiarity with above referenced regulations and attendance at one or more training courses/sessions relating to implementation of these regulations, with some but less than at least three years of direct experience in applying them to housing rehabilitation projects, as per 24 CFR part 35, Subpart J.
- Unacceptable:* Little or minimal familiarity and/or direct experience with above referenced regulations and no attendance at training courses relating to implementation of these. *Applicants receiving this rating for any of the criteria will be eliminated from further consideration.*

C. Examples of Previous Work :

- Highly advantageous:* The applicant has provided three work samples of work specifications and cost estimate that City considers is a clear demonstration of the applicant’s understanding of the program, diversity of experience, and technical competence. Applicants are encouraged to include projects that include multiple conditions needed addressing (including lead-based paint hazards). Before and after photos are encouraged.
- Advantageous:* The applicant has provided at least one work sample, but the sample does not reflect the characteristics described immediately above to the same extent as that under “Highly Advantageous”.
- Unacceptable:* Neither was a work sample submitted nor does the applicant elsewhere in its submission show an adequate understanding of the project, nor has the qualifications and experience needed to provide the requested services with full competence at contract commencement. *Applicants receiving this rating for any of the criteria will be eliminated from further consideration.*

D. References:

- Highly advantageous:* Reference checks of the applicant’s past and/or current work indicate a uniformly high level of satisfaction.
- Advantageous:* Reference checks of the applicant’s past and/or current work indicate a generally high level of satisfaction, with few or minor exceptions.
- Not Advantageous:* Reference checks of the applicant’s past and/or current work indicate a mix of satisfaction and dissatisfaction.

*Unacceptable:* Reference checks relating to past and/or current work are sufficient to give reviewers serious concerns about the applicant's performance capabilities. *Applicants receiving this rating for any of the criteria will be eliminated from further consideration.*

## E. Basis for Contract Award

It is the City's intent to award the contract to the individual or firm whose qualifications and experience the City considers most advantageous, considering a combination of factors encompassed by the qualitative evaluation criteria. While fee is not a criterion for identifying the most qualified proposer, it will be a factor during contract negotiations.

### Fee (Price) Proposal

Compensation may be proposed either on a fixed or not-to-exceed billing basis. The City's preference is to pay compensation on a fixed per-unit basis. Additionally, the City will request a fully loaded hourly rate in the event that extra services are requested. When submitting its proposed compensation, the proposer should also identify any costs not included in the hourly or fixed fee.

## F. General Provisions

- Interviews may be held with proposers as the City deems necessary.
- The City reserves the right to cancel this solicitation, or to reject any or all submissions, to solicit new ones, to eliminate any task or part of a task, and/or to award contracts as it deems to be in its best interest.
- Pre-award negotiations may be conducted.
- All proposals become the property of the City of Texas City.
- The selected Contractor shall be expected to comply with all applicable Federal, State and City laws and bylaws in its performance of services.
- All plans and specifications, data and work products resulting from this contract shall become the property of the City of Texas City.
- Unless specifically prohibited by the proposer, the City has the right to disclose information contained in proposals.
- The selected Contractor shall agree to Indemnify, Defend, and Hold the City Harmless from any and all claims arising out of the performance of this contract from the negligence, willful acts or omissions of itself, its employees, agents, or any subcontractors.
- The selection of a successful proposer shall be made without regard to race, color, sex, gender identity, age, religion, political affiliation, marital status, sexual orientation, handicap status, or national origin.

- The City of Texas City is an Affirmative Action/Equal Opportunity Employer and contracting agency. The City encourages submissions from qualified Section 3, Small-, or D/M/WBE firms. Although no affirmative action contracting goal has been placed on this contract, the City will look favorably on those submissions that include such participation.
- The proposer shall certify that no official or employee of the City of Texas City has a financial interest in this offer or in the contract which the proposer offers to execute or in the expected profit to arise there from.
- This contract will be funded from one or more HUD CDBG Program grants and shall be subject to the terms, conditions, and provisions of that Program.

## Proposal for City of Texas City Housing Rehabilitation Program

Proposer: Mainland Children's Partnership dba Galveston County long Term Recovery Group  
Address: 2000 Texas Avenue, Suite 601, Texas City Texas 77590  
Contact : Lynda J. Perez, Executive Director ljperetz@mcpartnership.org  
Guy Eastberg, Construction Manager, estimator@gcltrg.org  
Phone: 409 643-8240,

### History of 501C3 Organization

MCP is a 501C3 nonprofit that has been operating in Texas City since 1991 and working with households in Galveston County to facilitate disaster-related home repairs since 2008 following Hurricane Ike. MCP worked with City of Texas City to identify and prepare homeowners for participate in CDBG home repair and rebuilding programs. In the wake of Hurricane Harvey MCP assumed the leadership role for long term recovery in Galveston County and formed the Galveston County Long Term Recovery Group (GCLTRG) to coordinate disaster recovery services including home repair and rebuilding. MCP/GCLTRG has received more than \$1,000,00.00 for home repair since Hurricane Harvey and GCLTRG has completed repairs to more than 400 homes.

### Qualifications and Experience

Guy Eastberg has been the GCLTRG Construction Manager since 2018 and has been responsible for the screening of potential client homes to verify storm damage, evaluate homes for eligibility (screen in those that can be repaired and screen out those that need to be rebuilt, working with homeowners to set expectations for the scope of work to be performed (to reach safe, sanitary, and secure status) and set boundaries for services (no additions to square footage, only materials and colors approved by the GCLTRG, those performing services are not permitted to perform additional tasks or make change orders). Mr. Eastberg's responsibilities include determining the square footage to be repaired, writing the scope of work to be performed, developing a detailed estimate of materials, labor, and subcontractors needed with a total of each project. For GCLTRG, Mr. Eastberg's estimates have also included amounts for volunteer labor based on the availability of labors with skills needed for each repair project. All estimates are prepared on an excel spreadsheet, the model for which had been adopted by other non-profits repair groups. Other work tasks include ordering materials, meeting with contractors at targeted homes before work has begun, monitoring progress at multiple intervals during the repair period, approving contractors' invoices for payment, certifying that jobs were finished and making sure punch list items are completed. Mr. Eastberg is familiar with local codes for permitting and for trades including electrical and plumbing that may be applicable to the CDBG repair process. (See resume attached)

For City of Texas City MCP, dba Galveston County Long Term Recovery Group proposes to:

1. Conduct preliminary inspections of targeted properties to determine existing conditions, identify substandard and unsafe conditions, hazards (such as mold, asbestos, and lead paint) and code violations, and complete a written inspection report accompanied by photographs of critical issues.

2. Discuss with homeowners the desired rehabilitation work to be accomplished (needed by inspection and desired by the homeowner) and explain the capacities and limitations of the program to ensure compliance with TCHRP.
3. Consider the historical significance of targeted properties and serve as liaison for the homeowner regarding these issues.
4. Prepare a detailed written scope of work to be completed through the Housing Rehabilitation Program, including square footage and materials to be used, including remediation of hazards identified above, and provide a detailed cost estimate including labor and materials, and work to be performed by general contractors and specialty subcontractors.
5. Assist local program staff to obtain permits, waivers and other required documents.
6. Meet with homeowners to approve the scope (and limits) of work to be performed, time frames, special considerations required for the household members, etc.
7. Conduct pre-bid showings to prospective bidder and respond to inquiries as needed during the bidding process.
8. Revise job specifications in writing as needed during the bidding and rehabilitation processes.
9. Evaluate bids and make recommendations for contract awards.
10. Ensure that bidders obtain clarifications as needed to ascertain that the expectations of the TCHRP and the owner are fully understood.
11. Provide help as needed for the preparation of construction contracts between the program and the property owners.
12. Conduct a pre-construction meeting with contractors and homeowners to ensure that all work, timing, and conditions are agreed upon before work is started.
13. Prepare change orders as needed and ensure that all parties are in agreement.
14. Mediate minor disputes between contractors and homeowners
15. Make periodic site visits during the construction process to ensure that working is being performed as scheduled, the workmanship is of acceptable quality, particularly before releasing interim or final payments to contractors, and review and approve invoices submitted by contractors for payment.
16. Additional duties will include general assistance to other project staff to ensure timely implementation of the grant, specifically assisting staff in evaluation qualifications of new contractors seeking to perform work in the program, providing progress reports upon request, reviewing operational procedures, documents, and systems, and attending staff meetings to review the workflow, and the progress and status of each project.

MCP/GCLTRG currently has appropriate insurance policies required by City of Texas City and will provide all insurance certificates upon award of any contract and maintain policies in full force throughout the duration of the contract.

MCP/GCLTRG proposes to perform rehabilitation specialist services for \$54.00 per hour. Mr. Eastberg will be made available to work with City of Texas City at any time that does not conflict with occasional meetings with World Renew which is a construction partner of GCLTRG that will be returning to Galveston County in spring of 2022 to work on additional Harvey damaged properties.

No Addenda issued by City of Texas City have been received.

**References:**

**World Renew, Doug Vandermeulen, (269) 207-5328**

**Disciples of Christ, Steve Huston, (580) 399-4686**

**Beacon Maritime, David W. Fite, (409) 626 4093**

### **Certification / Proficiency Skills of Construction Industry**

- *Construction/Demolition Projects*
- *Fork Lift Operator*
- *EPA Freon Recovery*
- *ISO 9001*
- *Site Safety/OSHA Compliance*
- *Application of Dendamix*
- *Installation of Dex-o-tex*
- *TWIC card*
- *Budgeting & Cost Controls*
- *Bidding/Estimating/Proposals*
- *Subcontractor/Crew Supervision*
- *Microsoft office programs*
- *Current Passport holder*

### **Experience**

**MCP/Galveston County Long Term Recovery Group** (Texas City Texas) April 2018 to present  
Inspections of homes to determine storm damages, prioritize for services homes where conditions are most unsafe, complete estimates of jobs to be completed, purchase materials, assign work to paid and volunteer contractors, interface with homeowners and case managers, monitor budget for each project, complete reports to funders and management, coordinate the efforts of the GCLTRG construction partners.

**LONESTAR MARINE SHELTERS LP** (Galveston, TX) – Operation Manager, 12/01/09 – 01/15/2018  
Read and interpret customer spec requirements from released drawings. Determine material take-offs per released drawings. Ascertain material requirements and prepare requisitions in advance. Prepare time and production reports for Project management. Communicate daily task objectives to leadmen.

**BEACON MARITIME, Inc.** (Orange, TX) – Accommodation Production Manager, 8/16/2000 – 10/31/2009  
Meet maritime timelines including bidding packages, specifications, review drawings, manage change orders, order materials for project, hire and discharge employees, manage profit margin, manage budget guidelines, coordinate specialty crafts for efficient and minimal conflicts for total project management.

**T.D.I. HALTER, Inc.** (Port Arthur, TX) – Mechanical Manager, 09/05/1997 – 08/15/2009  
Oversaw the installation of plumbing, electrical, and H.V.A.C. systems from the design to the commissioning of the project. Consistently exceeded margin goals and client expectations throughout twelve-year tenure.

**COMMUNITY AIR, HEAT, AND APPLIANCES** (Galveston, TX) –Service Manager, 06/20/1988 – 09/03/1997  
Led all phases of complex installation and service for H.V.A.C. systems including design and coordination of additional specialty crafts for efficient completion of on time projects.

**UNIVERSITY OF HOUSTON** (Houston, TX) – Electrical Foreman, 06/20/1979 – 01/12/1987  
Assisted the facilities director with all installation, maintenance and design of the electrical systems throughout the downtown Houston campus. Received an Energy Conservation Certification while working for the university.

### **Education & Certifications**

Waste Operations & Emergency Response (HAZWOPER) Certification  
Also Certified in Construction Safety, Confined Space Entry and First Aid/CPR. Armstrong Flooring installation certified.

Submitted

# CERTIFICATE OF INTERESTED PARTIES

# FORM 1295

### OFFICE USE ONLY

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

4 Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
		Controlling	Intermediary

5 Check only if there is NO Interested Party.

### 6 UNSWORN DECLARATION

My name is \_\_\_\_\_ and my date of birth is \_\_\_\_\_

My address \_\_\_\_\_ (street) \_\_\_\_\_ (city) \_\_\_\_\_ (state) \_\_\_\_\_ (zip code) \_\_\_\_\_ (country)

I declare under penalty of perjury that the foregoing is true and correct

Executed in \_\_\_\_\_ County, State of \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
(month) (year)

\_\_\_\_\_  
Signature of authorized agent of contracting business entity  
(Declarant)

**ADD ADDITIONAL PAGES AS NECESSARY**

No Relationships

# CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

## FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

### OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

2  Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

\_\_\_\_\_  
Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes       No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes       No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6  Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7  
Ronda J. Perry  
Signature of vendor doing business with the governmental entity

12/9/2021  
Date

## House Bill 89 Verification Form

### Prohibition on Contracts with Companies Boycotting Israel

The 85<sup>th</sup> Texas Legislature approved new legislation, effective Sept. 1, 2017, which amends Texas Local Government Code Section 1. Subtitle F, Title 10, Government Code by adding Chapter 2270 which states that a governmental entity may not enter into a contract with a company for goods or services unless the contract contains a written verification from the company that it:

- 1) does not boycott Israel; and
- 2) will not boycott Israel during the term of the contract

Pursuant to Section 2270.001, Texas Government Code:

1. "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and
2. "Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.

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I, (authorized official) Lynda J. Percz, do hereby depose and verify the truthfulness and accuracy of the contents of the statements submitted on this certification under the provisions of Subtitle F, Title 10, Government Code Chapter 2270 and that the company named below:

- 1) does not boycott Israel currently; and
- 2) will not boycott Israel during the term of the contract; and
- 3) is not currently listed on the State of Texas Comptroller's Companies that Boycott Israel List located at <https://comptroller.texas.gov/purchasing/publications/divestment.php>

Mainland Children's Partnership / dba Galveston County LTRG  
Company Name

Lynda J. Percz  
Signature of Authorized Official

Executive Director 12/9/2021  
Title of Authorized Official Date

## Non-Collusion Bidding Certificate

Section 103-d of the General Municipal Law requires every bid or proposal made to a political subdivision or any public department agency or official where competitive bidding is required by statute rule, regulation or local law, to contain a Non-Collusion Bidding Certificate in the following form:

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and, in the case of a joint bid, each party thereto certifies as to its own organization under penalty of perjury, that to the best of knowledge and belief:

1. The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
2. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the Bidder and will not knowingly being disclosed by the bidder prior to the opening, directly or indirectly, to any other bidder or to any competitor; and
3. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

Mainland Children's Partnership/dba GCLTCG  
Legal Name of Person, Firm or Corporation

*Lynda J. Perry*  
Authorized Signature

Executive Director  
Title



**Certification Regarding  
Debarment, Suspension, and Other Responsibility Matters  
Primary Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 13 CFR Part 145. The regulations were published as Part VII of the May 26, 1988 *Federal Register* (pages 19160-19211). Copies of the regulations are available from local offices of the U.S. Small Business Administration.

**(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)**

- (1) The prospective primary participant certifies to the best of its knowledge and belief that it and its principals:
  - (a) Are not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
  - (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.
  
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective primary participant shall attach an explanation to this proposal.

Business Name Mainland Children's Partnership / dba Galveston County LTRG

Date 12/9/2021

By Lynda J. Perez, Executive Director  
Name and Title of Authorized Representative

Lynda J. Perez  
Signature of Authorized Representative

## INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.

2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is submitted for assistance in obtaining a copy of those regulations (13 CFR Part 145).

6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the ineligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.



Before Photos  
of G. Hooker's home

















After pics of  
G. Hooper's home



















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# ESTIMATE SHEET

JOB NAME Grace Hooker	CONTRACT (832) 757-2612	ESTIMATE NO.
LOCATION 2907 Dunrich Court League City	ARCHITECT Completed 8/2/19 Everyone	
ESTIMATOR Guy	CHECKED BY	BID DATE 3/5/2019

JOB DESCRIPTION: Needs some demo Ceramic flooring, Door trim some sheetrock and tile walls around showers. Was Living in trailer in driveway. Mold Control

DESCRIPTION	M/R	QUANTITY	@	MATERIAL	LABOR	SUBCONTRACT	TOTAL
Electrical						\$900.00	
Plumbing						\$2,000.00	
Vapor Barrier				\$50.00	5		
Insulation		5	\$50.00	\$250.00	16		
Sheetrock		67	\$8.48	\$568.16	75		
Purple Sheetrock		10	\$13.62	\$136.20	15		
Screws		2	\$42.75	\$85.50			
Sheetrock Mud		10	\$13.46	\$134.60	80		
Sheetrock Tape		4	\$2.18	\$8.72			
Corner bead		40	\$2.20	\$88.00	20		
Mold Killing Primer		3	\$135.00	\$405.00	96		
Paint Walls		3	\$135.00	\$405.00	96		
Paint Trim		3	\$33.00	\$99.00	32		
Paint Ceiling		5	\$30.00	\$150.00	80		
Flooring 1458 sq.'		1,603 sq.'	\$2.96	\$4,744.88	168		
Doors		14	\$100.00	\$1,400.00	21		
Door Trim		8	\$35.48	\$283.84	4		
Baseboard		5	\$85.28	\$426.40	120		
Shoe Molding		3	\$100.12	\$300.36	120		
Kitchen Base Cabinets		15 lf	\$225.00			\$3,375.00	
Kitchen Upper Cabinets		15 lf	\$125.00			\$1,875.00	
Counter Top		15 lf	\$25.00	\$375.00	6		
Kitchen Sink, Faucet		1		\$200.00	2		
Vanity's		2	\$450.00	\$900.00	8		
Toilets		2	\$100.00	\$200.00	2		
Bath Tubs		2	\$134.00	\$268.00	4		
Shower Enclosures		2	\$269.00	\$538.00	6		
Consumables				\$400.00			
Demo					64		
Dumpster						\$200.00	
Mold Control							

**RESOLUTION NO. 2022-006**

**A RESOLUTION APPROVING A CONTRACT TO PROVIDE REHABILITATION SPECIALIST/INSPECTOR SERVICES FOR THE COMMUNITY DEVELOPMENT DEPARTMENT; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.**

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**WHEREAS**, on November 23, 2021, Request for Proposals (RFP) were made public and proposals were solicited from local area vendors; and

**WHEREAS**, proposals were opened December 14, 2021, at 4:00 p.m. The proposal meeting all requirements was received from Mainland Children's Partnership DBA Galveston County Long Term Recovery Group; and

**WHEREAS**, the Community Development Department recommends that the contract to provide Rehabilitation Specialist/Inspector Services be awarded to Mainland Children's Partnership DBA Galveston County Long Term Recovery Group.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:**

**SECTION 1:** That the City Commission of the City of Texas City, Texas, hereby awards the contract to provide Rehabilitation Specialist/Inspector Services to Mainland Children's Partnership DBA Galveston County Long Term Recovery Group.

**SECTION 2:** That the Mayor or his designee is hereby authorized to enter into a contract with Mainland Children's Partnership DBA Galveston County Long Term Recovery Group for the respective unit prices bid in **Exhibit "A"** attached hereto and made a part hereof for all intents and purposes.

**SECTION 3:** That this Resolution shall be in full force and effect from and after its passage and adoption.

**PASSED AND ADOPTED this 19th day of January 2022.**

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Dedrick D. Johnson, Sr., Mayor  
City of Texas City, Texas

ATTEST:

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Rhomari D. Leigh  
City Secretary

APPROVED AS TO FORM:

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Kyle L. Dickson  
City Attorney