

CITY OF TATUM
Special Open Meeting
June 12, 2025
5:00 PM

Mayor
Michael Henry

City Council
JR Smith
Robin Palmer

Tate Smith

Wendell Moore
Jonathan Knapp

City Secretary
Jackie Muckleroy

Wendell Moore was not present.

CALL TO ORDER:

Mayor Henry called the meeting to order.

Prayer:

Observed by all in attendance.

Pledge of Allegiance:

Observed by all in attendance.

NEW BUSINESS:

Discussion and Motion:

PUBLIC HEARING NOTICE

**CITY OF TATUM, TEXAS COMMUNITY DEVELOPMENT BLOCK
GRANT PROGRAM**

Ms. Shawna McElfish with Grant Works was present to discuss and answer questions regarding the CDBG Grant. Pending project requirements are met, the grant is due October 1, 2025. She read the required statements from TDA regarding funding, housing, social services, public infrastructure, and TEDCO. She reviewed that the city's matching fund amount is 15%. Mayor Henry asked, "Does the LMI threshold include water and sewer/wastewater? Does it take into account the entire population of the city?" Ms. McElfish stated, "Yes, it does. If it includes upgrades at the wastewater plant, city plant, or main distribution, and citywide. Mayor Henry asked, "What does that look like about renovations at City Hall, is that covered?" Ms. McElfish stated, "No, it doesn't, unless the building holds chemicals, like a wastewater plant."

Grant Specifics

The grant amount is \$750,000 with a \$15K match amount from the city. The administration fee is \$60,000 to Grant Works and a maximum of \$85,000 for engineering that the grant will pay. The city will have to negotiate this price. If it goes over the amount of \$100,000, the city will have to pay the difference to the engineering firm, unless it is negotiated.

Robin Palmer asked if fire hydrants are covered. The 51% LMI component is not negotiable. Grant Works will be doing household surveys (individuals will be knocking on doors to do a census to determine LMI). She stated that it would help if the city could send notifications to citizens that we are going to have surveys done to help make city improvements. Shawna will notify the city in advance of this happening so we can alert our citizens about the survey.

Mayor Henry asked, "What does the \$60,000 administration fee cover? Ms. McElfish stated that this fee goes to Grant Works for project managers, etc. Mayor Henry stated that he was looking to see if those funds could be used for a temporary employee to help out with the process.

Nakia Smith asked, "Who would do the engineering work? Does it need to be done by an outside firm or can the city do some of the work?" Ms. McElfish stated that they would need to have a signed and sealed budget and we have to plans approved by an engineer, per TDA. Unless the city has a licensed PE on staff, it would have to be done by a licensed engineer.

Ms. McElfish reviewed the timeline as provided to Mayor Henry and the City Secretary via email. We need to have a priority list submitted by August 1, 2025, and everything is due October 1, 2025.

Between August 1, 2025, and September 1, 2025, door-to-door surveys will be conducted, and application writing, etc. Two weeks before submission, we will have an internal review to make sure that all is completed. Shawna will provide information that can be added to our water bills to notify them that

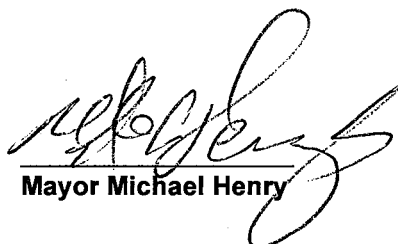
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surveys will be conducted in the community. Once surveys are done, Grant Works will determine highs and lows, vacancies, and non-responses. If the area has more than a 30% vacancy rate, it will require TDA approval. If the cost per beneficiary is more than \$20,000 (meaning there is a low amount of people living in the area) approval is required.

Summary

- CDBG GRANT DUE 10/1/2025
- Required verbiage summary: \$60K Admin \$85 engineering
- Any fees for engineering that exceed \$85K we are responsible for. We have to negotiate fee with engineer ourselves. Grant will only pay
- 51% low to moderate income
- Will do household survey to get income level – GW will provide workers to do that.
- Timeline:
- RFQ 6/11
- Due 6/24
- Proj Submission: 8/1 by engineer they will want to know the following:
- What is project
- Map
- Between 8/1 and 9/1 surveys and application writing (door to door) this proves LMI- doing income survey to meet LMI
- Review
- City match: \$15K
- Contract with state starts 2/1/2026 – about 9 months from Feb 1 construction starts
- Ended by 1/2028
- TDA Funded
- Needs:
 - Social Service
 - Sewer Lines
 - Well Tank
 - RO needed
 - Roads
 - Buildings – not included, the sewer plant building can be upgraded.
- Economic Development
- LMI (Low Moderate Income) Threshold
- Plant/Sewer Main – Take the entire city population into account
- Street Specific does want LMI in the immediate
 - Will there be workshops to assist cities with the administration of the awarded contract?

JR Smith motioned to adjourn, which was seconded by Jonathan Knapp.
Meeting adjourned at 5:59 pm



Mayor Michael Henry

7/14/25

Date

Discussion and Motion:

Randy Randolph – Re: City Ordinances

Wendell Moore motioned to discuss City Ordinances, and JR Smith seconded the motion. Mr. Randolph stated that the concern is that city ordinances are not being enforced. He read Ordinance 2010-12 and stated that he knows that they are not being enforced, because he was on the council and helped write a large majority of the ordinances. He mentioned that he was also a part of the council that was responsible for the comprehensive plan done by KSA. He requested that the council ensure that all ordinances are enforced. He raised a copy of the Comprehensive Plan, which was done in 2010, and said that it is not being followed but is sitting on the shelf. He advised the council that their responsibility is not just to be present once a month for an hour, but that they needed to educate themselves on city rules and regulations. He mentioned that the lot next to the Exxon was never noted as a parking lot. He stated that the reason he ran for City Council was to be a part of helping the city.

Exec session 6:15pm

Meeting resumes 6:32

Meeting resumed and Mayor Henry advised that this item will be revised the City Attorney, and will be addressed again at our next meeting.

Discussion and Motion:

Codification Software Approval JR Smith motioned and Wendell

Moore seconded the motion. After a brief discussion, Tate Smith motioned to approve and Jonathan seconded the motion to approve the purchase of the codification software by American Legal. All in favor. None opposed.

Discussion and Motion:

TXHB Renewal – approve additional member & LTD & STD Coverage

Wendell Moore motioned to approve and Jonathan Knapp seconded the motion. All in favor. None opposed.

Discussion and Motion:

Truck Ordinance on Beauregard & Stonewall

JR Smith motioned to discuss and Wendell Moore seconded motion to postpone discussion until the July Council meeting. All in favor. None opposed.

Discussion and Motion:

Hilltop Securities Inc.

David Schechtman with Hilltop Securities, Inc. presented to us what Hilltop could offer the city if we selected them. As of 4/24/25 their daily rate was 4.29% and their 7-day yield was 4.31%. They also offered:

- Daily liquidity
- Competitive yields
- No minimum balance or deposits required
- AAA rated by S&P
- Offer late day transaction deadline – 4 pm CST
- Stable NAC objection of \$1.00
- Nationally recognized by JP Morgan

After a brief discussion, Wendell Moore motioned to table this item until the next meeting to allow time to review further. Tate Smith seconded the motion. All in favor. None opposed.

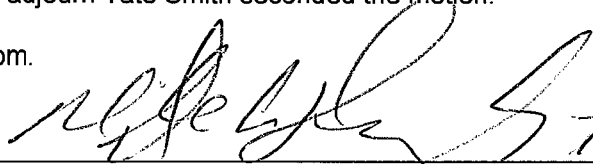
Discussion Only:

Budget Planning FY 25-26

JR Smith motioned to discuss and Wendell Moore seconded the motion. After a brief discussion, it was decided that a budget meeting would be held by June 30th so that it could be approved prior to the start of the new fiscal year.

Wendell Moore motioned to adjourn Tate Smith seconded the motion.

Meeting adjourned at 7:10 pm.



7/14/25

Michael A. Henry
Mayor, City of Tatum