

**CITY OF SULPHUR SPRINGS, TEXAS
SPECIAL MEETING OF THE
CITY COUNCIL**

**March 20, 2023
12:00 p.m.**

Mayor Douglas Moore called the special session of the City Council to order at 12:00 p.m.
The following council members and staff were present:

Present: Mayor Douglas Moore
Mayor Pro Tem John A. Sellers
Councilman Jay W. Julian
Councilman Harold Nash Sr.
Councilman Oscar Aguilar
Councilman Tommy Harrison
Councilman Gary Spraggins

Absent: None

Staff: Marc Maxwell, City Manager
Natalie Darrow, City Secretary
Nate Smith, City Attorney
Tory Niewiadomski, Community Development Director/
Assistant City Manager -7
Lesa Smith, Finance Director/Assistant City Manager

CALL TO ORDER

Mayor Moore called to order the open session of the special meeting of the Sulphur Springs City Council to order at 12:00 p.m.

**PLEDGE OF ALLEGIANCE TO THE UNITED STATES FLAG, TEXAS FLAG, AND
INVOCATION**

Mayor Moore led in the pledge of allegiance to the United States Flag and the Pledge to the Texas Flag, and the invocation was led by Councilman Nash.

**DISCUSSION/ACTION AND PUBLIC COMMENT ON RESOLUTION
NO. 1343 AUTHORIZING SUBMISSION OF A TEXAS COMMUNITY
DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS
DEPARTMENT OF AGRICULTURE FOR THE COMMUNITY DEVELOPMENT
FUND**

Finance Director/Assistant City Manager Smith presented the staff report. At the February 7, 2023 City Council meeting, Council selected Traylor & Associates to provide administrative

services for a grant submission for the 2023 – 2024 TxCDBG Community Development Block Grant. After consulting with Traylor, staff has determined that Mulberry St./Pollard St. will likely qualify for grant funding based on need and income levels. If funded, this project will include replacement of water and sewer lines, and construction of a concrete street. The project would begin at Van Sickle and continue up to the Woodlawn intersection. It would also include Pollard St. This resolution authorizes the submission of the grant application for \$500,000 in grant funds with the remainder of the project costs being funded by the City the form of in-kind engineering services, force account labor and equipment and cash match. Maximum grant award is \$500,000. City Engineer estimates the cost of the project will be \$653,000, meaning the City is responsible for funding \$153,000 of the project through a combination of cash and in-kind labor. TDA has not released an anticipated award date but it could take 1-2 years to determine who is awarded a grant. There was a brief discussion. There was no one else to speak to the issue. Councilman Julian made a motion to approve the resolution as presented. Councilman Nash seconded and the vote was unanimous.

The motion carried.

DISCUSSION/ACTION ON RESOLUTION NO. 1344 AUTHORIZING CITY OF SULPHUR SPRINGS REPRESENTATIVES IN MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Finance Director/Assistant City Manager Smith presented the staff report. TxCDBG applications and grant agreements require a resolution from the local governing body authorizing specific individuals and/or positions to take action on behalf of the community. To allow for changes in personnel, Texas Department of Agriculture recommends identifying the signatories by position rather than name. This resolution can continue to be used for future TxCDBG applications unless the Council wishes to change who is authorized. This resolutions designates the Mayor, Mayor Pro Tem, and City Manager to execute documents in conjunction with the grant application and grant agreement. Only one person is required to sign those documents, but TDA advises having 2-3 people authorized if needed. This resolution also designates the City Manager, Finance Director and Community Development Director to execute financial documents including payment requests. Two people are required to sign payment requests and TDA advises having at least 3 people authorized to sign. There was a brief discussion. Councilman Spraggins made a motion to approve the resolution as presented. Mayor Pro Tem Sellers seconded and the vote was unanimous.

The motion carried.

DISCUSSION/ACTION ON ACCEPTANCE OF THE FISCAL YEAR 2022 AUDIT

Finance Director/Assistant City Manager Smith presented the staff report. In accordance with Texas Local Government Code Section 103.101, cities in Texas are required to conduct an annual independent audit of their financials within 180 days of the end of the Fiscal Year. The Fiscal Year 2022 Audit has been completed by the firm of Vail & Park,

P.C.. Once the final version of the report is available, it will be emailed to you individually and sent to the City Secretary. The entire annual comprehensive financial report will also be available on the City's website on the Finance Department's page.

<http://www.sulphurspringstx.org/departments/finance.php> Mike Vail, CPA and Tung Pham, CPA from Vail & Park P.C., made a brief presentation and were available to answer any questions. There was a brief discussion. Mayor Pro Tem Sellers made a motion to accept the Audit as presented. Councilman Spraggins seconded and the vote was unanimous.

The motion carried.

ADJOURN

With all business complete the meeting was adjourned at 12:23 p.m.