

**City of Natalia, Texas
Special City Council Meeting
December 27, 2018 at 5:15 pm
Minutes**

Call to Order/Roll Call:

- 1) Mayor Tommy Ortiz called the special city council meeting to order at 5:15 pm; present were: Mayor Tommy Ortiz, Alderman Mike Fernandez, Alderman Darin Frazier, Alderman Sam Bluemel, and Alderman Selica Vera. Absent were: Mayor Pro-Tem Sam Smith.

Discussion/Consideration of Action Items:

- 2) **Discuss/Consider Resolution; Authorizing the Submission of a TxCBDG Program Application to TDA for the Community Development Fund, and authorizing the Mayor, Mayor Pro-Tem and City Administrator to act as the Executive Officers and Representatives in matters pertaining to the city's participation in the TxCBDG Program.**

Discussion: The TxCBDG Application is for the 2019-2020 grant cycle seeking grant funding of up to \$275,000 for water/wastewater improvement projects, and having a minimum match of 5% or \$13,750.00 towards the construction activities.

Action: Alderman Fernandez made a motion approving the Resolution; and Alderman Frazier seconded the motion. Vote: 4-0; Motion passed unanimously.

- 3) **Discuss/Consider Resolution; Authorizing the Award of Grant Administrator Contract to provide Professional Services for 2019-2020 Texas Community Development Block Grant and project related administration services for the Community Development Fund project.**

Discussion: The city solicited notice on December 13, 2018 for qualified professional administrators to oversee the application and project-related administrative activities for the 2019-2020 application. The City received two qualified proposals from Langford Community Management Services, Inc., and GrantWorks, Inc.; each firm's proposal was reviewed and evaluated. The average total score for Langford Community Management Services was 94 with a proposed cost of \$32,000; and GrantWorks received a 97 with a proposed cost of \$25,250.

Action: Alderman Bluemel made a motion approving the Resolution to award GrantWorks, Inc. the contract to provide TxCBDG application and project-related activities administration services for the 2019-2020 Community Development Fund project for the City of Natalia for the proposed fee of \$25,250 or 9.18% of total grant award. Alderman Frazier seconded the motion. Vote: 4-0; Motion passed unanimously.

Adjournment:

- 4) Alderman Fernandez motioned to adjourn the meeting at 5:19pm, and Alderman Bluemel seconded the motion. Motion carried unanimously.

Passed and Approved this 28th day of January, 2019.

Approval:

Tommy Ortiz, Mayor

Attest:

Lisa S. Hernandez, City Administrator/Secretary