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Mayor
Jo Ann Wilson

City Council

Mayor Pro-Tem,
Place 3
Elaine Priest

Place 1
Josh McCabe

Place 2
Michelle Tye

Place 4
Sam Eason

Place 5
Ashley Majors

City
Administrator
Cynthia Northrop

City Attorney
Carvan Adkins

City Secretary
Shannon
Montgomery

Fire Chief
Darrell Fitch

Police Chief
Sam Love

Public Works
Director
Sean Densmore

MINUTES OF SPECIAL MEETING OF THE RHOME CITY COUNCIL

Meeting Date: Wednesday, January 20, 2021

Location: **VIA TELEPHONE CONFERENCE**

MEETING START TIME: **6:30 PM**

Call to Order and Establish a Quorum

Mayor Wilson called the meeting to order at 6:34pm, called roll, and announced a quorum of Council Members present.

Council Members Present:

Mayor Jo Ann Wilson

Council Member Michelle Tye – *after appointment*

Mayor Pro Tem Elaine Priest

Council Member Sam Eason

Council Member Josh McCabe

Council Member Ashley Majors

City Staff Present:

City Administrator Cynthia Northrop

Fire Chief Darrell Fitch

City Attorney Carvan Adkins

Public Works Director Sean Densmore

City Secretary Shannon Montgomery

Public Presentations and Input

The Council is not permitted to take action on or discuss any presentations made to the Council at this time concerning an item not listed on the agenda. The Council will hear comments during this designated time. Request form, or email, must be submitted to the City Secretary, via email to citysecretary@cityofrhome.com, prior to 4:00pm to be recognized.

The following individuals made public presentations:

- Deborah BeCraft – 360 West Second Street, Rhome, Texas
- Michelle Pittman Di Credico – 202 Cheyenne Trail North, Rhome, Texas
- Tommie Eason – 1107 Mount Lane, Rhome, Texas
- Joe Hernandez – 105 School Road, Rhome, Texas

Announcements from Mayor and Council Members

Council Member McCabe reminded Council to act professional and to remember facial expressions and body language while on camera.

Regular Session – Old Business

A. Discussion and any necessary action regarding Council vacancy and Statement/Oath of Office, if applicable (Council)

Council interviewed the following individuals who submitted an application for the Place 2 vacancy:

- Michelle Tye
- Patrick Di Credico
- Gary Walker
- Tim Robison

Council Member Eason thanked all of the applicants for their willingness to serve the City; Eason also stated that Michelle Tye had gotten his attention.

Council Member McCabe stated all applicants were extremely knowledgeable and Council interviewed a well-qualified group of candidates. McCabe also stated that Michelle Tye had gotten his attention.

Mayor Wilson stated that Council could only select one and reminded all that the deadline to submit an application to be placed on the May 1, 2021 ballot deadline was Friday, February 12, 2021.

Motion made by Council Member Eason, seconded by Council Member McCabe, to appoint Michelle Tye to the vacant Place 2 position.

Mayor Wilson asked for a roll-call vote:

| | |
|------------------------|-----|
| Council Member McCabe: | Aye |
| Mayor Pro-Tem Priest: | Aye |
| Council Member Eason: | Aye |
| Council Member Majors: | Nay |

Motion carried 3-1-0 with Council Members McCabe, Priest, and Eason voting for and Council Member Majors voting against.

City Secretary Montgomery presided over newly appointed Michelle Tye’s Statement of Office and Oath of Office and welcomed Council Member Tye to the Rhome City Council.

Mayor Wilson moved Agenda Item D forward:

Regular Session – New Business

D. Discussion and any necessary action regarding the awarding of grant administrative service contract for the 2021-2022 Texas Community Development Block Grant Community Development Fund (Mayor Wilson)

City Administrator reminded Council that at their January 14, 2021 Council Meeting, Council authorized Staff to move forward with the Request for Proposals for grant administration services. This agenda item is to award the grant administration services. Northrop continued by stating that if the City is successful with getting the grant, the City would pay for the grant administrative services over the next two fiscal year budgets.

Keith Payne and Brett Payne, GrantWorks, LLC, the only company that submitted a proposal, provided a brief overview of the grant submission process and answered questions from Council.

Council discussed the fees associated with the grant submission – GrantWorks Fees of \$32,900 – which would be paid over two fiscal year budgets, beginning with FY2021-2022 and the \$35,000 matching funds.

Motion made by Council Member Majors, seconded by Mayor Pro Tem Priest, to award the grant administrative service contract to GrantWorks, Inc.

Mayor Wilson asked for a roll-call vote:

| | |
|------------------------|-----|
| Council Member McCabe: | Aye |
| Council Member Tye: | Aye |
| Mayor Pro-Tem Priest: | Aye |
| Council Member Eason: | Aye |
| Council Member Majors: | Aye |

Motion carried unanimously.

Regular Session – Old Business

B. Discussion and any necessary action regarding facilities assessment/conditions report (City Administrator)

Mayor Pro Tem Priest asked Council to please be patient with each other and the process and that the budget system will be key as Council and Staff look at each option. Council needs to come up with a strategy.

Council discussed the facilities assessment from last meeting, the need to have more inspections performed on all buildings and whether or not all the buildings safe, and funding options.

Consensus of the Council was to direct City Administrator Northrop to reach out to the owners of City Hall and report back to Council. Council Member Eason reminded Council of the option of a modular building lease.

Options for financing included that current bonds would be paid off in a couple of years and a possible tax rate increase.

Discussion only, no action taken.

C. Discussion and any necessary action regarding Old City Hall renovation and estimated cost (Mayor Wilson)

Mayor Wilson stated she is proposing both sides of the Old City Hall to be renovated on both sides for offices. She had individually walked three different contractors through the building to receive an overall/loose estimate. Wilson stated all estimates were around \$250,000.

Mayor Wilson suggested a meeting with Staff to sketch a floor plan and have a formal design drawn, along with a structural engineer and the building inspector.

Council Member McCabe asked City Attorney Adkins whether or not those that the Mayor walked through the Old City Hall would be disqualified from bidding the project as those had an advantage over other bidders that have not seen the inside of the building. Adkins stated that Staff could arrange a tour for the other bidders, if they asked.

Council continued their discussion from the previous agenda item of financing options and began discussing building codes, whether or not the buildings needed fire sprinklers and uses of all buildings.


Council directed City Administrator to contact the City's bond counsel and financial advisor to see if they could attend the next meeting to continue discussing financial options available to the City.

Discussion only, no action taken.

Adjourn

Motion made by Council Member Tye, seconded by Council Member Majors to adjourn. Meeting adjourned at 9:40pm.

Minutes approved the 11th day of February 2021.


Jo Ann Wilson,
Mayor




Shannon Montgomery, TRMC
City Secretary