

The Early City Council met in regular session on Tuesday, March 22, 2022 at 6:00 p.m. with the following members present:

Mayor Mangrum
Council members:
Leland Acker
Charles Matlock
Benny Allcorn
Garry Forisha
Travis Eoff

City Administrator Tony Aaron
Economic Development Director Larry McConn
City Secretary Brenda Kilgo

City Attorney Mark Bessent was absent.

Establishing a quorum present, Mayor Mangrum called the meeting to order. Mr. Matlock gave the invocation and led the Pledge of Allegiance.

Consideration of the minutes of regular meeting held on March 8, 2022.

Mr. Acker made motion, seconded by Mr. Forisha to approve the minutes as written. All members present voted "aye".

Citizen's comments

No citizen comments.

Consideration to approve a Hotel Occupancy Tax Fund Grant application for Arts Council of Brownwood, Resolution 2022-CVR01.

Mrs. Hudson-Brian explained that the Arts Council of Brownwood submitted an application for a Hotel Occupancy Tax Fund Grant for the Cinco de Mayo event to be held in downtown Brownwood. The Arts Council is requesting an amount of \$5000 which is the Headliner Sponsorship level that will provide Visit Early advertisement on the main stage, media, billboard and event posters among other items. This is a well-attended event with a significant number of hotel rooms booked at Early hotels. Mrs. Hudson-Brian noted that this was the first offer received for a sponsorship for this event and if approved the Early CVB and Brownwood CVB would be co-headliner sponsors.

Mr. Forisha made motion, seconded by Mr. Acker, to approve Resolution 2022-CVR01 for a Hotel Occupancy Tax Fund Grant in the amount of \$5000 for the Arts Council of Brownwood for the Cinco de Mayo event. All members present voted "aye".

Consider approval to solicit bids for sell of City owned property, Lot 14 and Lot 16 from Block 2 of Fawn Ridge Estate, and establish a minimum bid at Fair Market Value based on an appraisal.

This is an action item carried from the previous meeting. These lots are not listed within the flood plan and are currently zoned as General Residential. There has been interest in the property and Mr. Aaron stated he did not know of any reason why it would not sell.

Mr. Matlock made motion to approve the solicitation of bids for the stated property. Mr. Eoff seconded the motion and all members present voted "aye".

Consider approval to enter into an agreement with Lloyd Gosselink regarding Franchise Agreement with Oncor.

Mr. Aaron stated that the Oncor franchise agreement is up for renewal this year. Lloyd Gosselink has considerable experience with franchise tax agreements and is currently engaged by the City for the Atmos franchise agreement. If approved, the City will enter into a general contract with Lloyd Gosselink at an hourly rate of \$330 throughout the process to negotiate and finalize the terms between the City and Oncor for the franchise agreement.

Mr. Allcorn made motion to approve to enter into an agreement with Lloyd Gosselink as presented. Mr. Matlock seconded the motion and all members present voted "aye".

Discuss and consider authorization for the City of Early to issue requests for proposals (RFP) for administrative services and requests for qualifications (RFQs) for professional services for the Economic Adjustment Assistance (EAA) Program.

Mr. Aaron explains that the Economic Adjustment Assistance Program is a funding opportunity up to \$4 million for economic development infrastructure such as water and sewer lines. The first step of the process is the RFP/RFQ for administrative and professional services.

Mr. Matlock made motion, seconded by Mr. Acker, to approve authorization to issue RFP/RFQ for administrative and professional services for Economic Adjustment Assistance Program. All members present voted "aye".

Consider award of bid proposal for the Crescent neighborhood Sewer line rehab, a Texas Water Development Board project.

Mr. Aaron displayed a map showing the areas considered within the base bid and the alternative bids for the proposals. Ten bid packets were picked up but only one bid was received from R. Construction Civil with the following proposed amounts:

Base Bid	\$1,980,821.90
Alternate Bid 1	\$ 207,803.70
Additive Alternate Bid 2	\$ 267,775.20
Additive Alternate Bid 3	\$ 698,152.20

Total funds available of \$1.573 million combine TWDB funds (approx. \$775,000) and ARPA funds (approx. \$798,000).

Mr. Aaron stated that with just one bid received on this size of project allows no comparison to determine worth of contractor, materials or project as a whole. A discussion followed regarding various options for the project. Among the options was as an in-house project to be completed

in phases over a couple of budget years. This option will require approval from TWDB for the funds to be used through a force labor account, meaning City reimbursed for employee labor and/or additional contract labor specifically on this project, and ARPA funds used to purchase the materials. Projects for the use of ARPA funds have to be completed by summer of 2024.

Mr. Aaron stated that staff recommendation is to reject all bids and consider an in-house by phase approach for the project. If approved as recommended, Jacob Martin will contact TWDB of the bid rejection and City's plan for the phased project with City labor.

Mr. Allcorn made motion, seconded by Mr. Matlock, to reject all bids. All members present voted "aye".

Administrator's Report

McDonald Park Pavilion – very nice addition; construction in progress, labor and materials mostly by a donor (more information to come); dedication of the pavilion expected within the next few months; City's cost is less than the \$10,000 budgeted with total project cost estimated to be \$70,000-\$75,000.

Announcements

Wildfire status over last week include the Ramsey fire (Blanket/May) still not completely contained but manageable. Early Fire and VFD have led command and assisted on numerous active fire over the last week.

Mr. Aaron read a letter that was received from City of Brownwood Assistant Fire Chief Jody Horton expressing their appreciation for the Early Law Enforcement Department for their assistance and commitment during the wildfires over this last week.

Adjourn

Completing all business matters, Mr. Acker made motion to adjourn the meeting. Mr. Matlock seconded the motion and all members present voted "aye", adjourning the meeting at 6:39 p.m.

Brenda Kitzo
CITY SECRETARY

04-12-22
DATE
Jacob Martin
MAYOR