

The Early City Council met in regular session on Tuesday, June 13, 2023 at 6:00 p.m. with the following members present:

Mayor Mangrum

Council members:

Benny Allcorn

Leland Acker

Travis Eoff

Charles Matlock

Garry Forisha

City Administrator Tony Aaron

Economic Development Director Larry McConn

City Secretary Brenda Kilgo

City Attorney Mark Bessent

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

**Consideration of the minutes for regular meeting held on May 9, 2023 and special meeting held on May 30, 2023.**

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

**Citizen's comments**

There were no citizen comments.

**Proclamation - Brown County Museum of History Day**

Mayor Mangrum read aloud a proclamation recognizing the 120<sup>th</sup> anniversary of the Brown County Jail, now the Brown County Museum of History and establishing June 29<sup>th</sup> as Brown County Museum of History Day.

**Public Hearing - Consideration to approve a use variance to the Single-Family Zone District to place a manufactured home at 121 Northline Drive.**

Mayor Mangrum opened the Public Hearing at 6:03pm and allowed Jeremy Essary, development services, to present the item. Mr. Essary stated that the property owner is requesting a use variance to move a manufactured home onto the property located at 121 Northline Drive. Mr. Essary noted that there are other manufactured homes on the street, the requested structure will be a newer model single-wide and that the lot is in compliance with all city code. The required notices were sent and no responses either for or against were received.

Closing the public hearing, Mayor Mangrum asked for the pleasure of the Council in the form of a motion. Mr. Acker made motion to approve the variance as presented. Mr. Matlock

seconded the motion and the motion passed with 4 “aye” votes; Mr. Allcorn abstained from the vote.

**Consideration to award bid for RFP No. 2023-04, proposed sidewalk addition for Early Town Center recreational development.**

Mr. Aaron stated that the RFP is for approximately 4000 feet of sidewalk path around the recreational development section of Town Center. Six bids were received with 1 from the Austin area and another outside of Brown County. The two lowest bids were within \$4000 apart:

Flatworks	\$232,532	start/end date: June 15 – August 1
Ribble Concrete	\$237,337	start/end date: July 3 – August 3

Both meet all bid specs and each company has experience with state contracts as well. It is staff recommendation to award to the lowest bidder with the option to add in the removed portion of sidewalk at the price per linear foot provide within the bid.

Mr. Acker made motion to award bid for RFP No 2023-04 to Flatworks, LLC. Mr. Forisha seconded the motion and all members present voted “aye”.

**Consideration to approve entering into an agreement with Volkert for engineering services on the TXDOT Transportation Alternative (TA) grant sidewalk project.**

Previously Council awarded Volkert with the RFQ for engineering services on the TA grant sidewalk project which creates pathways connecting Longhorn Drive, Parkway, Oak Street and W. Industrial to Early Blvd. TXDOT sets the budget for this project with the city paying for the engineering and then reimbursed by TXDOT. The contract is in the amount of \$92,000.

Mr. Acker made motion to approve entering into an agreement with Volkert for engineering services on TXDOT TA grant in an amount not to exceed \$92,000. Mr. Matlock seconded the motion and all members present voted “aye”.

**Consideration to approve entering into an agreement with Volkert for surveying services.**

Mr. Aaron explained that this will be at an on-call agreement not to exceed \$30,000 for surveying services for the Town Center development. The first exercise of this agreement will be a topographical survey of Mangrum Street for \$15,988 and the balance to be used as an on-call basis.

Mr. Allcorn made motion to approve the agreement as presented for an amount not to exceed \$30,000. Mr. Matlock seconded the motion and all members present voted “aye”.

**Administrator’s Report**

- Fire Engine 88 is 17 years old and has reached the point of many needed repairs including the main pump and AC to list only a couple, total repairs estimated at \$31,000; currently at Metro Fire in Mansfield, TX for these repairs; hopefully complete and back at station by the end of the month.
- Town Center Update:
  - o Lake completion delayed due to rain but shaping up and looks good; upcoming with shoreline stabilization and installation of fishing piers/docks; construction of footbridge to begin next month
  - o Received 60% completion plans for Mangrum Street and the Boardwalk; anticipate 90% at the end of June and 100% by end of July; anticipate letting bids in August for construction
- Department personnel update:
  - o Open positions filled – Administrative Assistant (Tiffani Sikes); Sanitation driver; other public works and parks positions filled last month
  - o (2) part-time positions remain open at this time

### **Budget Workshop**

Budget planning calendar provided to save dates for budget workshops as well as date specific topics and postings. May need to discuss in more detail regarding newspaper publishing availability and requirements; Brownwood Bulletin no longer locally published and is now only published once a week.

### **Insurance coverage and Employee benefits:**

- Average 6% rate increase in Liability coverage; no rate increase for Workers Compensation coverage
- Health benefits – 25% rate increase for City; currently City contributes \$850/month per employee for medical/dental/vision/dependent coverage; with rate increase proposing \$1025/month per employee for same coverage/benefit; response deadline is June 30<sup>th</sup> to TML for benefits plan.
- TMRS – currently employee contributes 5% and city matches at 1.5-1 ratio and City is overfunded liability at 107.7%; information provided for review on increasing employee contribution and / or city contribution with effect on cost and actuarial liability

### **Presentation and discussion on assessing the interest and feasibility of a YMCA facility in Early for all Brown County residents.**

Mr. Aaron announced that City has been approached by YMCA Board Director regarding the possibility of having a facility within the Town Center development. City Staff toured some facilities (around 25,000-30,000 square feet) in surrounding areas of similar size to Early/Brown County.

A needs assessment survey was promoted last month without the YMCA wording to gauge the interest/needs/desires of the community and approximately 150 participants responded within that month. The responses included activities for seniors, childcare, youth and family. YMCA Board was very pleased with that response and is ready to move to the next level. The needs assessment survey has been updated to include for YMCA wording and wishes/needs of the community to more specifically determine size, use and cost of a facility.

Intent of this project would be for the use of all Brown County residents with a capital campaign for financial support as well as a bond election/vote by residents of the County. It would be a partnership with YMCA as a market branch of the Abilene YMCA. City of Early would build and own the facility with a term lease to Abilene Community Board for the operation of the facility and services. Moving quickly to set for a November 2023 or May 2024 bond election on the ballot.

**Town Hall meeting - Autumn Drive Reconstruction tonight following adjournment.**

**Adjourn**

Mr. Matlock made motion, seconded by Mr. Acker, to adjourn the meeting. All members present voted "aye" adjourning the meeting at 7:07pm.

Brenda Kitgo  
CITY SECRETARY

06-27-2023  
DATE

Robert Mangum  
MAYOR