

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF
LUFKIN, TEXAS HELD ON THE 20TH DAY OF DECEMBER, 2022.**

On the 20th day of December, 2022, the City Council of the City of Lufkin, Texas convened in a Regular Meeting in the Council Chambers of City Hall with the following members, thereof to wit:

Mark Hicks	Mayor
Robert Shankle	Mayor Pro Tem
Guessippina Bonner	Councilmember, Ward No. 1
Brent Watkins	Councilmember, Ward No. 3
Wes Suiter	Councilmember, Ward No. 4
Rocky Thigpen	Councilmember, Ward No. 5
Trent Burfine	Councilmember, Ward No. 6
Kevin Gee	City Manager
Kristi Skillern	City Attorney
Gerald Williamson	Assistant City Manager
Kara Andrepont	City Secretary
Adriana Thomasee	Human Resources
David Thomas	Police Chief
Buddy Cross	Assistant Police Chief
Jesse Moody	Fire Chief
Jessica Pebsworth	Communications Director
Belinda Melancon	Finance Director
Eddie Aguilar	Engineering Services Director
Scott Rayburn	Planning Director
Albert Duffield	Utilities Director

being present when the following business was transacted.

INVOCATION – The meeting was opened with prayer by Raymond K. Vann, Jr.

PUBLIC COMMENT – Mayor Mark Hicks opened the meeting for public comment on any posted agenda item at 5:01 p.m. There being no one who wished to speak; Mayor Hicks closed the public comment period.

CONSENT AGENDA - APPROVED

1. **MINUTES OF THE REGULAR CITY COUNCIL MEETING OF DECEMBER 6TH, 2022 - APPROVED.**
2. **AWARD OF BID FOR THE PURCHASE OF ELECTRIC MOTORS FOR THREE (3) CITY OF LUFKIN WATER WELLS – APPROVED.**

Councilmember Wes Suiter moved to approve all items on the Consent Agenda as presented. Councilmember Guessippina Bonner seconded the motion and a unanimous vote to approve was recorded.

BUSINESS AGENDA

3. **PUBLIC HEARING AND SECOND READING OF AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR AN ELECTRIC SUBSTATION ON PROPERTY ADDRESSED AS 2208 BRENTWOOD DRIVE– APPROVED.**

City Manager Kevin Gee stated the applicant, HEN Infrastructure LLC had requested a Special Use Permit for an Electric Substation at 2208 Brentwood Drive. City Manager Gee furthered the applicant's intent was to construct a distributed generation system with a battery energy storage system (BASS). City Manager Gee highlighted the location of the property and surrounding uses. City Manager Gee stated the subject property was across from an ONCOR Electric Substation along existing electrical high lines and the proposed battery energy storage system (BASS) would work in conjunction with the existing ONCOR Electric Substation. City Manager Gee furthered the request was recommended for approval by a six (6) to one (1) vote by the Planning and Zoning Commission at its regular meeting on November 28, 2022. City Manager Gee stated the approval was made with the provision that the applicant would be present at the City Council meeting in order to provide further information

regarding the electric substation and a representative was present. City Manager Gee concluded Staff recommended City Council conduct a Public Hearing and consider approval of the Second Reading of an Ordinance granting a Special Use Permit for an electric substation on property addressed as 2208 Brentwood Drive.

Mayor Hicks opened the Public Hearing at 5:02 p.m. There being no one who wished to speak; Mayor Hicks closed the Public Hearing and requested comments from City Council.

Councilmember Wes Suiter moved to approve the Ordinance as presented. Councilmember Rocky Thigpen seconded the motion and a unanimous vote to approve was recorded.

4. APPROVAL OF THE SELECTION OF A GRANT ADMINISTRATOR FOR THE 2023 – 2024 TEXAS COMMUNITY DEVELOPMENT GRANT PROGRAM FUNDING CYCLE – APPROVED.

City Manager Kevin Gee stated the City intended to submit a funding application for the 2023/2024 Texas Community Development Grant Program – Community Development Fund for a public infrastructure project for a water, sewer, street, drainage and/or any other eligible improvements. City Manager Gee furthered a specific project had not been determined but requests for qualifications had been sent to multiple grant administrative services firms for assistance with the upcoming grant application and planning services. City Manager Gee stated the City had received a statement of qualifications from one firm, Raymond K. Vann & Associates, LLC. City Manager Gee furthered Staff had evaluated the statement of qualifications and Raymond K. Vann & Associates, LLC had several years of experience working on similar grant applications for the City of Lufkin. City Manager Gee concluded Staff recommended City Council approve the selection of Raymond K. Vann & Associates, LLC as the Grant Administrator for the 2023/2024 Texas Community Development Grant Program.

Councilmember Guessippina Bonner moved to approve the selection as presented. Councilmember Rocky Thigpen seconded the motion and a unanimous vote to approve was recorded.

5. APPROVAL OF THE SELECTION OF ENGINEERING FIRMS FOR INDEFINITE DELIVERY/INDEFINITE QUANTITY CONTRACTS FOR INFRASTRUCTURE ENGINEERING, ARCHITECTURAL AND SURVEYING PROFESSIONAL SERVICES – APPROVED.

City Manager Kevin Gee stated in order to provide more timely and cost-effective planning and design on infrastructure projects the City sent out requests for qualifications to multiple professional engineering, architectural and surveying firms for Indefinite Delivery /Indefinite Quantity contract awards. City Manager Gee furthered IDIQ contracts were a type of on-call contract under which a consulting firm provides services on an as-needed or on-call basis. City Manager Gee explained firms were selected for future projects based on being “most qualified” as determined from their qualifications contained in their statement of qualifications. City Manager Gee furthered the selection of the firm for the IDIQ contract allowed them to be activated on a future project based on the specific project scope and timeline. City Manager Gee stated Staff received statements of qualifications from three firms: LJA Engineering, Goodwin-Lasiter-Strong and KSA and had evaluated and ranked them. City Manager Gee furthered a firm would be selected for a project-specific assignment based on level of experience, availability of resources and timeline of project completion. City Manager Gee concluded Staff recommended City Council approve the selection of all three firms, LJA Engineering, Goodwin-Lasiter-Strong and KSA for the IDIQ contracts.

Councilmember Guessippina Bonner moved to approve the selections as presented. Councilmember Robert Shankle seconded the motion and a unanimous vote to approve was recorded.

6. FINANCIAL STATUS REPORT

City Manager Kevin Gee updated City Council on the financial status of the City. City Manager Gee offered to answer any questions. There were none.

There being no further business, Mayor Mark Hicks adjourned the meeting at 5:08 p.m.



Mark Hicks, Mayor

Kara Andrepont, City Secretary