

The Early City Council met in regular session on Tuesday, May 11, 2021 at 6:00 p.m. with the following members present:

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

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

Prior to the meeting, Early Chamber of Commerce hosted a ribbon cutting for the newly remodeled Council Chambers/Courtroom.

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

#### **Administer Oath of Office to Elected Officials**

City Secretary administered the Oath of Office to Mayor Mangrum.  
Mayor Mangrum administered the Oath of Office individually to Council members Travis Eoff and Garry Forisha.

All three officials sworn in were unopposed for the 2021 General Election, therefore no election was held.

**Recess** – Mayor Mangrum called a recess for everyone present to view the newly remodeled Council Chambers and partake in the refreshments provided for the Grand Re-Opening of the Chambers. (6:04 p.m. to 6:18 p.m.)

#### **Consideration of the minutes of special joint meeting held on April 26, 2021.**

Mr. Acker made motion to approve the minutes, seconded by Mr. Forisha, and all members present voted “aye”.

#### **Citizen's comments**

No comments from citizens.

#### **Proclamation – National Public Works Week**

Mayor Mangrum read aloud a proclamation recognizing the 61<sup>st</sup> annual National Public Works Week sponsored by the American Public Works Association for the week of May 16-22, 2021.

**Consideration to elect a Council member as Mayor Pro-Tem.**

Mr. Eoff made motion to re-elect Benny Allcorn to serve as Mayor Pro-Tem. Mr. Matlock seconded the motion and all members present voted “aye”.

**Consideration to re-appoint Sandra Garcia to serve as Deputy Municipal Court Clerk for a two-year term ending May 2023.**

Mr. Acker made motion to re-appoint Sandra Garcia to serve as Deputy Municipal Court Clerk. Mr. Allcorn seconded the motion and all members present voted “aye”.

**Consideration to re-appoint Lee Haney as Municipal Judge for a two-year term ending May 2023.**

Mr. Allcorn made motion to re-appoint Judge Lee Haney to serve another two-year term as Municipal Court Judge. Mr. Acker seconded the motion and all members present voted “aye”.

**Consideration to approve a variance allowing a controlled agricultural burn at 212 Sunnydale.**

Stan Tyson of 212 Sunnydale requested a variance to burn a large amount of brush that was cleared from the fence line. The property extends from Sunnydale to Old Comanche Road. Mr. Tyson had requested and received a variance for a similar controlled burn in January and July of 2019. Fire Marshal Seth Ringler was present and confirmed that there were no issues with previous burns and no concerns for the current request if granted.

Mr. Allcorn made motion, seconded by Mr. Matlock, to approve the variance for a controlled agriculture burn at 212 Sunnydale. All members present voted “aye”.

**Consideration of a Resolution, 2021-R08, denying Oncor Electric Company, LLC's application to amend its distribution cost recovery factor to increase distribution rates with the City.**

Mr. Aaron noted the briefing sheet from the Oncor Steering Committee regarding the DCRF application and recommending the passage of the Resolution to deny Oncor's application.

Mr. Allcorn made motion, seconded by Mr. Matlock, to approve Resolution 2021-R08 denying Oncor's DCRF application. All members present voted “aye”.

**Consideration of a Resolution, 2021-R09, authorizing continued participation with the Steering Committee of cities served by Atmos Energy Corporation, and authorizing payment to fund regulatory and related activities related to Atmos Energy Corporation.**

As an annual membership, Mr. Aaron reiterated the asset of having the Steering Committee advocating for the City and recommends the continued participation. The 2021 membership assessment fee is 0.05 per capita for a total of \$158.

Mr. Allcorn made motion to approve Resolution 2021-R09 for the continued participation with the Atmos Steering Committee and payment of \$158 for the 2021 membership assessment fee. Mr. Forisha seconded the motion and all members present voted "aye".

**Consideration to appoint members for the *Reorganization and Reinvention Committee for the Early Beautification Commission.***

In February of this year the reorganization of the Beatification Commission was discussed during a Council meeting. It was the general consensus to reorganize versus disband the organization. After some consideration, Mr. Aaron is recommending to appoint three city employees for a Reorganization and Reinvention Committee for the Beautification Commission. This committee will create a new vision, mission and objectives along with re-writing the by-laws for the Beautification Commission to match the new vision and present to the Council for consideration.

Recommended employees are Larry McConn, Jeremy Essary, and Augustine Becktold.

Mr. Matlock made motion to appoint the three employees as recommended and Mr. Forisha seconded the motion. All members present voted "aye".

**Consideration to approve Ordinance 2021-03 adopting a Comprehensive Financial Management Policy.**

Council was presented with the completed Comprehensive Financial Management Policy for review prior to tonight's meeting. The Policy was started in October 2020 after recommendation by the City's external auditor and has been reviewed by the City's Bond Council and Financial Advisors.

The city's Investment Policy and Strategy is included within the Comprehensive Policy. Mr. Aaron stated that the city has no investments at this time and the Strategy is based on the current status; the Strategy will be amended when the status changes.

Mr. Forisha made motion to approve Ordinance 2021-03 to adopt the Comprehensive Financial Management Policy as presented. Mr. Matlock seconded the motion and all members present voted "aye".

**Executive Session in accordance with the provisions of Chapter 551, Texas Government Code.**

No Executive Session.

**Quarterly Department Reports**

**Parks and Recreation – David Gist**

Improvements in progress at the City Park include moving all water and electrical lines in order to pour concrete sidewalks; setting new poles (30ft) for the backstop on Field 3 with the help of Mike Smith and his equipment; preparing for rock work for the boundary wall, as well as maintaining fields for baseball and softball season games.

Anticipate the return of the Havens Unit within the next three weeks; unable to work with them due to COVID restrictions; such a great resource and asset for the city that provides additional manpower with field and right-of-way maintenance.

#### **Public Works – Nathan Land**

All work orders and updates are entered through MyGov software; provides cost of labor, equipment and materials as well as amount of time involved for the task or project.

New application, See/Click/Fix, has been launched and seeing more public involvement through the app; still some growing pains; separate system than the work order system so there is some duplication and additional steps.

Hoping to be able to do some pothole repairs this month, difficult with the rain; Street repairs (level up and chip sealing) to begin shortly, again depending on rain.

GIS mapping project still in progress to log and map water valves, manholes, etc. as well as outlining the water/sewer line infrastructure.

Positions posted include a full-time in Sanitation and a part-time general labor in Water; difficulty in filling positions due to lack of applicants.

#### **Development Services – Larry McConn**

New development – Longhorn Addition – 256 residential home sites within four phases; plans for Phase 1 (43-45 lots) anticipated within this next quarter.

Town Center Project – Plans for Kelcy Way is underway to include parking lot for access to Humphrey Pete's and La Botana, sidewalks and a greenspace area; Board approved the hiring of architect Todd Hanson to provide a design concept for retail, parking, restaurants, family friendly, walkable areas; traveling workshop to various cities for ideas to the development; anticipate multi-use concept design next quarter as well as upcoming Public Hearing regarding ideas for recreational use.

Sales Tax – still consistent receipts over this last quarter; decrease with Solaris amounts but top producing business have increased.

Development services –

37 new permits / 13 certificate of occupancy permits / 127 inspections completed / 26 permits in progress / 50 permits closed

60% of plans have been scanned with 422 remaining to be archived

#### **Finance – City Secretary**

City Secretary reported on year-to-date progress for actual to budget for all departments and funds; stating that all are in line with the expected ratio for this first quarter with some fluctuation due to timing of revenues (property taxes) and seasonal expenditures. A brief comparison was provided on the sales tax receipts that included total receipts, comparison to previous year with and without Solaris impact. A listing of checking account

balances were also provided with the required pledge amount of \$2,934,788 and the current value of pledged securities of \$5,843,450, showing sufficient coverage for City of Early funds.

### **Budget Workshop**

Mr. Aaron provided a revenue specific presentation to discuss the effect of estimated valuation with contested amounts and property tax revenues. The estimated valuation, net +65 freeze, of \$216,000,000 which includes a \$38,000,000 contested amount deduction.

Scenario 1: Using that valuation figure, calculating on 0.5310 tax rate (less 10% collection) shows a budgeted amount as \$958,376. When added with the budgeted sales tax revenue, the large source revenue comes to \$1,955,876; approximately \$206,000 less than 19/20 budget year.

Scenario 2: Same calculation as Scenario 1 except increasing tax rate by 0.05 (0.5810) provides an increase in the revenue by \$107,000.

#### **Budget Summary:**

General Fund (without any increase to sale tax revenue budget)

Base operations - \$4,391 deficit

Healthy maintenance level - \$107,000 deficit

#### **Water Fund**

Base operations - \$150 ahead

Healthy maintenance level - \$49,000 deficit

In closure, Mr. Aaron stated that he would continue with the preparing a budget in a conservative nature but provide transparency to show the volatility of sales tax revenue.

### **Administrator's report**

- Justice Assistance Grant Program (JAG) was awarded for \$33,000; vehicle for 21/22 budget year.

### **Announcements**

Smart City Expo – May 13<sup>th</sup> 4pm – 7pm at McDonald Park; will evaluate weather and park conditions the week to determine if event will be relocated or postponed.

Ribbon Cutting – May 14<sup>th</sup> 10am at Hendrick Urgent Care

Public Hearing – Town Center recreational plan – May 27<sup>th</sup> 6pm, Visitors & Events Center.

### **Adjourn**

Completing all business matters, Mr. Acker made motion to adjourn the meeting. Mr. Eoff seconded the motion and all members present voted "aye", adjourning the meeting at 7:44 p.m.

06-08.21

DATE

Robert S. Mazyk

MAYOR

Brenda Kilgo

CITY SECRETARY