

The Early City Council met in regular session on Tuesday, July 13, 2021 at 6:00 p.m. with the following members present:

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

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

Councilman Charles Matlock was absent.

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

Citizen's comments

Mr. Robert Stewart, resident at 106 Meadow Glen, spoke to the Council regarding traffic on his street. He noted that the weight limit sign is only on one end of the street, not the other, so large trucks coming from the end without signage is not aware of the weight restrictions. In addition, he feels that the sign that is there is too far from the intersection and is seen too late to adjust the route. Speeding is another concern of his on this street. He realizes that state law does not allow for stop signs or speed bumps on that street but hoping there could be other remedies such as radar trailer or patrol officer stationed there for a while to watch traffic.

Consideration of the minutes of regular meetings held on June 8, and June 22, 2021.

Mr. Acker made motion, seconded by Mr. Eoff to approve the minutes for both meetings as presented. All members present voted "aye".

Consideration to approve the Early MDD authorization of Executive Director to enter into an agreement with Volkert for engineering services.

Mr. McConn explained that the agreement is similar to the one that the City has with Volkert for engineering services on an on-call hourly rate basis for smaller projects as needed. Examples of the smaller projects include but are not limited to grant assistance for the Early Town Center development.

Early MDD Board met yesterday and approved of the agreement terms for an amount not to exceed \$10,000 and authorized Mr. McConn to enter in the agreement on behalf of the MDD. Due to the dollar amount, Council approval is required as well.

Mr. Allcorn made motion, seconded by Mr. Acker, to approve the authorization of Mr. McConn to enter in to an agreement, as presented, for an amount not to exceed \$10,000. All members present voted "aye".

Consideration to approve Early MDD purchase and implementation of ViewPro, a GIS service and maintenance agreement to provide various analytical tools for economic development.

ViewPro is a mapping program utilizing GIS service and analytical tools to provide information that will enhance and assist in economic development and marketing of Early's development opportunities. Mr. Aaron noted that ViewPro is used within the recently adopted UDC. There is a one-time cost of \$9,500 with an annual cost of \$4,000 and funds would be used from the Recruitment line item of the MDD budget.

Mr. Forisha made motion, seconded by Mr. Allcorn, to approve the Early MDD to purchase and implement ViewPro in the amount of \$9,500. All members present voted "aye".

Consider approval to enter an agreement with EncodePlus for legal review, update and complete codification of City Code of Ordinances.

With the completion of the Unified Development Code, Mr. Aaron stated that the legal review of remaining Ordinances is phase 2 of the City Code review. Encode Plus will review all Ordinances against state laws, make sure there is no conflicting language and submit a legal memorandum of all the necessary updates needed. The proposal provided for the legal review is a one-time fee of \$5,250.

Mr. Eoff made motion, seconded by Mr. Forisha, to approve entering into an agreement with Encode Plus for an amount not to exceed \$5,250. All members present voted "aye".

Consideration to approve surplus or salvage items for sale or disposal.

2004 Sterling Trash Truck has been serving as the spare unit for a number of years. While still operable, it may be of use to another entity or individual if placed on the government auction sites such as GovDeals. It has approximately 104,000 miles on the odometer. Quick reference research estimates that its value could be \$10,000 to \$20,000 on the surplus auction.

Mr. Forisha made motion, seconded by Mr. Acker, to approve the surplus or salvage of the 2004 Trash truck as presented. All members present voted "aye".

Consideration to approve grant application for Critical Facilities Generator Project and authorize a 25% matching funds requirement and commitment to perform necessary maintenance for the entire useful life of the unit.

Mr. Aaron stated that the Critical Facilities Generator Project is a grant program through West Central Texas Council of Governments and Homeland Security to provide generators to

municipalities and utility districts for facilities such as pump stations, shelters, and emergency service facilities. The grant application requires a letter of commitment and authorization for a 25% matching funds (cash or in-kind) and the maintenance for the life of the unit.

There are no exact figures at this time as the WCTCOG is still working on the budget numbers. Mr. Aaron estimated that a 100kw generator for the Fire Station and Utility Maintenance Building to be about \$100,000. He stated that the funds within the utility departments are healthy enough to support the 25% match commitment. He also noted that WCTCOG will be writing the grant for us, which is a great benefit.

Mr. Acker made motion to approve the commitment of the 25% matching funds and service maintenance for the life of the unit for the Critical Facilities Generator Project grant. Mr. Forisha seconded the motion and all members present voted "aye".

Consider approval of Ordinance 2021-06, amending the 2020/2021 Fiscal year Budget.

This item was not ready to present for action at this time.

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

Executive Session was not necessary, the meeting remained in Open Session.

Administrator's Report

1. Right-of-way acquisition, portion of 106 ½ Early Blvd from Early MDD – anticipate selling and/or swapping of 4000 square-foot and 8000 square-foot tracts behind La Botana for right-of-way access. There are no bid requirements for the sell or trade of this property since it is for right-of-way access.
2. Capture and relocation of fish from pond on the Town Center property – Permit application has been submitted to Texas Parks and Wildlife and it is under review; EMDD Board approved for the \$2,750 expenditure for a contractor to capture and relocate the fish currently in the pond.
3. Bear Creek Townhomes Phase II – construction has started on Phase II to include an additional 27 units in two buildings.
4. Street Projects update – Terra Ha has been milled, begin update on drainage before resurfacing; level-up completed on Lucas, Orchard, Gahanna, Kim and Rosedale streets with chip seal portion to begin soon; five year capital improvement plan included within the budget process for repair and updates on other streets.
5. American Rescue Plan – Coronavirus Local Fiscal Recovery Fund (CLFRF) – application of funds now available through Texas Department of Emergency Management (TDEM); request submitted; deadline for submittal of request is August 2nd; first allotment of approximately \$390,000 to be funded as soon as August 3rd.

Budget Workshop

A Budget Calendar was provided showing anticipated workshops, tax rate discussions, public hearings and adoption date. All Council members present acknowledge that a quorum is required for all budget and tax rate public hearings and adoption meeting.

Health Benefits:

TML is partnering with Texas Blue Cross Blue Shield to be effective January 1, 2022; new plans and new menu pricing options.

Currently employees are provided medical, dental and vision covered 100% by the City, approximately a \$750/month benefit. Dependent coverage is a family rate and the employee's responsibility through payroll deduction.

Proposed benefits with BCBS pricing – 4 medical plan choices, dental and vision plans as optional not mandatory for employees, increasing contribution per employee to \$800/month from the City. Dependent coverage is a 4-tier structure. Proposed benefit plan options and contribution increase provides additional choices to employees at more affordable rates.

Funds for this workshop include General, CVB and MDD.

Notable items include:

General

- Currently calculated on same tax rate as current year
- 6.57% Revenue increase
- 28.86% Expenditure increase
- (\$413,968) Fund Balance includes for \$50,000 reserve (Comprehensive Financial Management Policy)

Administration

- \$20,000 window and façade repairs to City Hall
- \$46,500 BCAD budget increase of 3.99% and collections budget increase of 3.97%
- \$12,000 Brownwood Public Library \$2000 increase
- \$391,502 American Rescue Plan projects

Streets

- \$17,000 LED street light replacement on Early Blvd
- \$1,285,000 Street improvements – crack seal, level-up, seal coat, drainage, McDonald grant match, Autumn Dr. re-construction, Crescent level-up, Kelcy Way, TC Boardwalk
- \$17,000 Air compressor trailer for street construction use

Fire

- \$55,364 add another FT firefighter (salary, TMRS, benefits)
- \$90,000 Facility maintenance (roof repair, update dayroom, parking lot and drive area, patio area, façade repairs)
- \$50,000 Replace Brush 81

Police

- \$49,650 new position, Code Enforcement/Police Officer
- \$36,530 Evidence software
- \$15,000 Parking canopy

- \$30,000 office computers, car computers, cameras
- \$98,000 CID vehicle(45K), equipment (20K), 4x4 grant funded (33K)
- Park
 - \$6,000 Ventrac Arero-vator (seeding, fertilizing, leveling)
 - \$45,000 truck and utility bed
 - \$384,000 park improvements (Field #5, sidewalk project, McDonald pavilion, public fishing pond project, TC walking trail)

CVB

- 14.33% Revenue decrease
- 9.27% Expenditure decrease
- \$1,069 Fund balance includes \$5000 reserve
- \$6,000 Website conversion
- \$105,600 Hotel Occupancy Tax grants for local events promoting hotel stays, Summer concert series, Special events (National Night Out, Movie in the Park, Smart City Expo)

MDD

- 10.29% Revenue increase
- 194% Expenditure increase
- \$16,853 Fund Balance includes \$50,000 reserve
- \$9,000 ViewPro GIS hub and geolocator
- \$15,000 Facility Maintenance (Business Complex-flooring, front lobby, large meeting room)
- \$1,344,511 Special projects (Economic Development agreements, Debt service, Hay production, Kelcy Way construction, TC batting cages and walkways, TC boardwalk/street design and construction, small business grants)

Utility rates

- current proposed budget does not include for any rate increases
- BCWID voted to increase rates by 2.2% to \$1.7525/thousand gallon, City has absorbed last 5 year increases without increasing rates to Early citizens
- No rate increases since 2016, large gap in rates as compared to region and county rates
- Proposed increase for discussion
 - o Water - \$28/base from \$25, reduce usage tier rate
 - o Sewer - \$27/base from \$18.50, no reduction to tier rate
 - o Sanitation - \$22/base from \$20, increase to dumpster rates

Cost of operation is increasing and may be better to do incremental increases now than large increase when really needed; Utility funds are used for utility needs such as infrastructure and maintenance, they are not used for other funds (General, etc.); 8% increase in revenue for all funds (water, sewer, sanitation) with proposed increases; with tier rate reduction in water actually calculates a loss of revenue but more evenly distributes revenue across other funds.

Input from Council is to move forward with including some increase, mainly to base rates vs. usage rates, within 21/22 budget. Mr. Aaron to work with rates and provide within next budget workshop.

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 7:49 p.m.

07-27-2021

DATE

Robert Morgan

MAYOR

Brenda Kilgo

CITY SECRETARY