

The Early City Council met in regular session on Tuesday, August 10, 2021 at 6:00 p.m. with the following members present:

Mayor Mangrum	City Administrator Tony Aaron
Council members:	Economic Development Director Larry McConn
Charles Matlock	City Secretary Brenda Kilgo
Travis Eoff	City Attorney Mark Bessent
Benny Allcorn	
Garry Forisha	

Councilman Leland Acker 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 meetings held on July 27, 2021.**

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

**Citizen's comments**

There were no citizens present.

**Public Hearing – 2021 Tax Rate**

Mayor Mangrum opened the Public Hearing at 6:02 p.m. and indicated for Mr. Aaron to begin the presentation. Mr. Aaron stated that this was the first of two public hearings to be held regarding the proposed 2021 Tax Rate and provided the rate breakdown as follows:

Current 2020 Tax Rate	0.5310
Proposed 2021 Tax Rate	0.4993
No New Revenue Rate	0.4793
Voter Approval Rate	0.5041

The Proposed 2021 Rate is a 6% reduction from the 2020 Tax Rate.

The proposed rate is higher than the No New Revenue Rate increasing the City's property tax revenue in the amount of \$89,790. Mr. Aaron also noted that the proposed rate is lower than the Voter Approval Rate which means that no election will be required.

Having no questions or further discussion regarding the Proposed Tax Rate, Mayor Mangrum closed the Public Hearing at 6:03 p.m.

**Consideration to approve a street closure for a parade and a variance allowing a bonfire to be held for Early ISD Homecoming.**

Mr. Aaron stated that the request is the same as previous years for the annual homecoming activities. The parade route has been reversed this year but the street closures for Sudderth and Sunrise is the same as previous years. The bonfire is planned to be held in the same area as before. The Fire Department has been notified and plan to have firemen on site during the bonfire.

Mr. Alcorn made motion, seconded by Mr. Matlock, to approve both the street closure and variance for the bonfire as requested. All members present voted "aye".

**Consideration of approval to enter into a contract agreement with Jacob & Martin for engineering services for water and sewer infrastructure plan on the Town Center Project.**

Mr. Aaron explained that the agreement is a standard agreement and similar to ones for previous projects. The agreement will include for preliminary engineering and surveying services for water and sewer infrastructure plans at the Early Town Center property and Kelcy Way development. This project will continue into the next fiscal year. Mr. Aaron recommends the Council's approval to enter into the agreement for an amount not to exceed \$30,000. As the project proceeds and costs are anticipated to be over that amount he will bring back to the Council for discussion and further approval.

Mr. Alcorn made motion to approve entering into an agreement with Jacob & Martin as presented for an amount not to exceed \$30,000. Mr. Matlock seconded the motion and all members present voted "aye".

**Consider approval of an agreement for services with GrantWorks, Inc. for the preparation and submission of applications to the Texas Parks and Wildlife Department grant programs.**

Mr. Aaron stated that City of Early, as part of the recreational aspect of the Town Center development, has the potential to qualify for \$800,000 through the Texas Parks and Wildlife grant programs. This agreement would authorized GrantWorks to prepare and submit the applications for the grants. Mr. Aaron noted that the agreement is for zero cost to the City for their services, approximately a \$7,500 savings. GrantWorks is providing the services as presented at no cost as a good-will measure for a previous grant that the City was not awarded due to an administrative error on GrantWorks' submittal process.

Mr. Matlock made motion, seconded by Mr. Eoff, to approve the agreement with GrantWorks, Inc. as presented. All members present voted "aye".

**Consider to approve Resolution 2020-R11, authorizing the application for the Local Parks Grant Program.**

The Local Parks Grant Program is for the recreational aspect of the Town Center project with \$850,000 in funds available. The grant is a 50% match with cash match qualifications for in-kind such as the value of the land, which is owned by the EMDD. Once the land is deeded to the

City, a value of approximately \$300,000, could apply toward the 50% cash match. This is a biennium program for the State and will cross over two fiscal year budgets for the City, which will help spread the capital outlay and cash match amounts for project development.

Grant Works will prepare and submit the application for this grant.

Mr. Allcorn made motion, seconded by Mr. Matlock, to approve Resolution 2021-R11 for the grant application as presented. All members present voted "aye".

**Discuss and consider to approve the Town Center Recreational Park master plan design.**

Mr. Aaron provided a digital design concept on the SmartScreen for the Council to view. Brian Ross, recreational architect and owner of Ross Golf Design, created the design which includes the following amenities:

- Automatic batting cages
- Golf element (e.g. putting green, driving range, putt-putt course)
- Trailhead restroom building at the proposed parking lot site
- Walking trail, with lighting aspects, along the Pecan Bayou
- One-acre dog park
- Playground
- Picnic tables and benches throughout
- Two fishing piers
- Creative pond design for fishing, kayaking, pedal-boat, etc.

An approved master plan for Town Center Recreational Park enables the opportunity for future development plans, economic development promotion, as well as grant programs.

Mr. Forisha made motion to approve the Town Center Recreational Park Master Plan design as presented. Mr. Matlock seconded the motion and all members present voted "aye".

**Consideration of approval for the submission of a grant application for the Habitat and Angler Access Program.**

The Habitat and Angler Access Program (HAAP) is a grant through the Texas Parks and Wildlife Department for the rehabilitation of the shoreline, vegetation and habitation aspects of the pond area at the Town Center project. The grant is up to \$50,000 with a cash match or in-kind application available. Mr. Aaron noted that the fishing docks included in the master plan design could be applied as the cash match portion at a cost of approximately \$30,000 each.

The deadline for the HAAP grant is August 20, 2021.

Mr. Eoff made motion, seconded by Mr. Allcorn, to approve the submission of the grant application for the HAAP as presented. All members present voted "aye".

### **Administrator Report**

Mayor Mangrum made request to adjust the order of the agenda, moving on to item "H" and return to Executive Session (item "F") after the Budget Workshop.

Mr. Aaron state that he had no report as most everything would be included within the budget workshop.

### **Budget Workshop**

Handouts were provided to the Council for their review as well as displayed on the SmartScreen monitor.

Budget Summary – notable differences showed the General Fund with an ending balance of \$3,697 and General RFDG Fund balance of \$9,071 based on expenditure adjustments and reserved fund amounts; Fund balances do not include for any Sales Tax Audit collections or American Rescue Plan allocations.

Salary Pay Scales – increases for the Police, Fire, Public Works and Parks/Recreation departments are included within the proposed budget figures; increasing starting pay and level increases to balance within department and responsibility and more competitive with surrounding area departments.

Utility Rates – budget includes for the proposed rates discussed in last workshop; added roll-off dumpster rental rates and pickup fees.

Capital Improvement Plan – still a developing plan with the intent of a living document for a rolling five-year period; projects by department, funding sources, type of project – capital improvement, equipment, vehicle, etc., cost per year over a five-year plan; to be posted on the website for citizens and public to view and see what City planning and where.

### **Executive Session in accordance with the provisions of Chapter 551, Texas Government Code, Section 551.074 Personnel Matters, regarding City Administrator employment agreement.**

Mr. Allcorn made motion to enter into Executive Session. Mr. Matlock seconded the motion and all members present voted "aye", entering into closed session at 6:45 p.m.

### **Reconvene into Open Session and consider action, if any, on items discussed in executive session.**

Upon reconvening into Open Session at 7:19 p.m., Mr. Allcorn made motion to extend the employment agreement for the City Administrator for one year. Mr. Matlock seconded the motion and all members present voted "aye".

Announcements

August 13<sup>th</sup>, 12Noon – Public Hearing on proposed Tax Rate

August 20<sup>th</sup>, 12Noon – Public Hearing on Proposed Budget; Adoption of Budget and Tax Rate

Adjourn

Completing all business matters, Mr. Matlock made motion to adjourn the meeting. Mr. Forisha seconded the motion and all members present voted “aye”, adjourning the meeting at 7:26p.m.

08.20.21

DATE

Robert M. May

MAYOR

Brenda Kils  
CITY SECRETARY