

The Early City Council met in regular session on Tuesday, October 26, 2021 at 6:00 p.m. with the following members present:

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

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. Allcorn gave the invocation and led the Pledge of Allegiance.

**Consideration of the minutes of regular meeting held on October 12, 2021.**

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

**Citizen's comments**

Rusty Howell, resident of Bangs, Texas, addressed the Council to request the City of Early to consider a resolution in support of being a Constitutional City. Mr. Howell stated that the County Commissioner Court of Brown County passed a resolution for their support in their last meeting. Mr. Howell asked if the Council had a chance to review the resolution and if there were any questions. Mr. Aaron stated that a copy of the resolution has not been received by City staff or Council member. Mr. Howell apologized and indicated that he would submit a copy to Mr. Aaron to disburse for review and consideration for a future Council meeting agenda.

There were approximately 25 people in attendance at the meeting with Mr. Howell in support of the Constitutional City Resolution.

**Town Center Master Development Concept presentation by Schwarz-Hanson Architects.**

Mr. Aaron introduced Todd Hanson of Schwarz-Hanson Architects and noted Mr. Hanson's participation with the city on several other projects, most notable being the Early Visitors and Events Center.

Mr. Hanson thanked the Council and remarked on his excitement to be a part of this project. He stated that even as an outsider of the community he realizes the validity of this project as a market driven development with a lot of regional draw not just local for retail development as well as patrons.

This project includes both economic (retail, office, multi-family) and recreational development and the Master Concept is all inclusive for both parts. The design graphic was displayed on the smart screen monitor as Mr. Hanson explained the Master Development Concept with a couple of key items being the main thoroughfare of Kelcy Way with traffic 'round-about' features and two other access roads; water feature of the pond; pedestrian oriented development and a mixed-use development plan.

This presentation focused more on the economic development part of the project as the recreational part has been discussed and reviewed in previous meetings. Key points of interest for this part of the project include:

- Recreational and overflow parking lot
- Anchor restaurant at south end of the pond
- Hotel development
- Boardwalk along east side of pond
- Restaurant / Retail along boardwalk
- Multi-family development
- Business / office development
- Plaza area running west/east through business/office/retail development, water fountain feature, stone and grassy area for walking, sitting, etc.
- Municipal building option located at east end of the Plaza
- Natural and manmade blockade / gated areas (multi-family/office) for limited/restricted vehicle access

Anticipated as a phase development project as the market drives the development and use of the property.

Concluding the presentation, Mr. McConn stated that this concept is a great fit to the City's ideas, the walkability of the development area to include great family activity features as well.

**Consideration to approve the Early Town Center master development concept.**

Mr. Aaron recommends the approval of the Master Development Concept to enable the vision of the Town Center project to move forward with availability for platting and opening up opportunity to approach developers for sale/use of the property.

Mr. Matlock made motion to approve the Town Center Master Development Concept as presented. Mr. Allcorn seconded the motion and all members present voted "aye".

**Consideration to approve an easement transfer from the Brown County Water Improvement District to the City of Early for the Early Town Center Pond Project.**

With a map graphic on the smart screen monitor, Mr. Aaron explained that Brown County Water Improvement District has had this easement for many years for lines across what is now Town Center property. The BCWID Board agreed to transfer the easement to the City of Early in a prior meeting at no cost to the City. This easement is needed in order to keep the pond at a constant level. If approved, the attorneys for the City and BCWID will draft the language for the transfer.

Mr. Acker made motion, seconded by Mr. Matlock, to approve the easement transfer as presented. All members present voted "aye".

**Discuss and consider authorization for the City of Early to issue requests for proposals (RFP) for administrative services and requests for qualifications (RFQs) for professional services for the American Rescue Plan Act of 2021.**

Mr. Aaron stated that the cost of the services would be approximately \$30,000 (4%-7%) of ARPA funds. These services would handle the procurement process, qualifications and reporting

compliances for the projects determined for the use of the ARPA funds from now through 2026. He noted that staff could also handle these tasks but with all other projects on tab it could be beneficial to hire for these services with a company that is experienced with the grant projects and requirements. He recommends the approval for the requests of proposals and qualifications as requested, noting that once the RFP/RFQ has been submitted the selections will be brought before Council for approval.

Mr. Forisha made motion, seconded by Mr. Matlock, to approve authorization to issue RFP for administrative services and RFQ for professional services as recommended. All members present voted "aye".

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

No Executive Session.

**Committee reports:**

Dispatch Advisory Committee – Chief Mercer reported that this committee was established regarding the new dispatch system effective earlier this year. The committee meets quarterly and have been very productive meetings.

Total calls for the County were reported as follows:

(calls for City of Early is approximately 13% which determines the cost paid to City of Brownwood and is in line with estimated figures within the agreement)

Q1 = 11,400

Q2 = 10,087

Q3 = 9,538

Ambulance Advisory Committee – Councilman Allcorn reported on the quarterly meetings for the contacted ambulance service with Lifeguard. The following updates were noted:

- Lifeguard dispatch has moved to Irving, TX verses out of state and has helped the response time as well as implementation of a new system that sends an immediate text to drivers
- Station located in Early will remain an open service location
- Changes to the radio system to the 700mhz system to communicate with Brown County dispatch
- Staffing issues still remain but brining in employees from Houston area to fill gap as needed; continues to be in compliance with contract requirements

**Administrator Report**

City Projects Reports:

a. Early Town Center

- Transfer of the fish from the pond resulted in approximately 5000 fish relocated
- Pond is about 90% drained, has to dry enough before begin dredging
- Plans for Kelcy Way are almost complete and anticipate to be ready for Council review in next month's meeting to begin bid process
- Right-of-way acquisition to include swap/sell of property near La Botana and proposed entrance to Town Center development; agreement between parties and contract being drafted.

**Adjourn**

Completing all business matters, Mr. Acker made motion to adjourn the meeting. Mr. Matlock seconded the motion and all members present voted "aye", adjourning the meeting at 7:10 p.m.

Brenda Kilgo  
CITY SECRETARY

11.09.21  
DATE  
Robert Matlock  
MAYOR