

The Early City Council met in regular session on Tuesday, December 13, 2022 at 6:00 p.m. with the following members present:

Mayor Mangrum

Council members:

Benny Allcorn

Leland Acker

Garry Forisha

Charles Matlock

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

**Consideration of the minutes of regular meeting held on November 8, 2022.**

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

**Citizen's comments**

There were no citizen comments.

**Discuss and consider approval of parameters for a Memorandum of Understanding (MOU) with Venus ISD regarding the sale and transfer of vehicle and equipment.**

Early Police Department has a 2015 Ford Interceptor available for sale or transfer. This unit was discussed with the Venus ISD and they have inspected the vehicle and is requesting to purchase the vehicle if approved. The radio equipment has been removed but the lights still remain with the vehicle. Sale or transfer to a non-profit organization allows the ability to waive the bid process requirement. A draft Memorandum of Understanding includes the value of the vehicle between \$3,000 and \$5,000.

Mr. Forisha made motion to approve the sale and transfer of the unit to the Venus ISD for \$3,500. The motion was seconded by Mr. Allcorn and all members present voted "aye".

**Discuss and consider approval of parameters for a Memorandum of Understanding (MOU) with Talpa VFD regarding the sale and transfer of radio equipment.**

The equipment of discussion is one mobile radio unit and one portable radio unit. These units are still in working order but are not currently in use since the change to the new radio system through the Brownwood Dispatch agreement but would be of some value to another department. It is the recommendation that the radio equipment listed be approved for transfer of ownership to the Talpa VFD within a Memorandum of Understanding (MOU) holding similar parameters as previous MOUs except with no monies to be exchanged for the equipment.

Mr. Forisha made motion, seconded by Mr. Eoff, to approve the donation and transfer of the radio equipment as stated to the Talpa VFD for \$0.00. All members present voted "aye".

**Consider approving Resolution 2022-R13, authorizing the award of professional service provider contract for the 2023-2024 Texas Community Development Block Grant Community Development Fund application and project implementation, administered by the Texas Department of Agriculture.**

The Community Development Block Grant (CDBG) project, up to \$500,000 funding, is targeted for the road construction of McDonald Drive. Three responses were received for the RFP of professional services to assist with the writing of the grant application and administrative services. The scoring committee reviewed all proposals and recommends awarding Grantworks based on previous relationship and cost proposal being approximately 50% lower than other proposals.

Mr. Eoff made motion, seconded by Mr. Matlock, to approve **Resolution 2022-R13** awarding Grantworks for professional service provider as presented. All members present voted "aye".

**Consideration to approve Resolution, 2022-R14, authorizing the award and designating a professional engineering firm for the 2023-2024 TxCDBG Community Development Fund application and project implementation, administered by the Texas Department of Agriculture.**

Two responses were received for the posted Request for Qualifications of engineering services for the CDBG project. The scoring committee reviewed both responses and recommends awarding Jacob & Martin as the engineering firm for this grant project. It was noted that the price will be negotiated after the award designation is approved. Price negotiation and limitations are specified within the grant requirements.

Mr. Allcorn made motion, seconded by Mr. Forisha, to approve **Resolution 2022-R14** awarding Jacob & Martin as engineering firm as presented. All members present voted "aye".

**Consider approval to approve Resolution 2022-R15, authorizing the award for professional engineering services for the Transportation Alternative (TA) Grant Project.**

Only one response was received and reviewed by the scoring committee for this RFQ. It is recommended that Volkert, Inc. be approved for the engineering firm for this grant project.

Mr. Allcorn made motion, seconded by Mr. Acker, to approve **Resolution 2022-R15** authoring the award for engineering services to Volkert, Inc. as presented. All members present voted "aye".

**Consideration to approve authorization of award for Engineers on the Crescent neighborhood Sewer line rehab project.**

Only one response to the RFQ was received for this project by Jacob & Martin, the same engineers that designed the original project. It is recommended by staff that Jacob & Martin be approved as the engineer on this project.

Mr. Matlock made motion to approve Jacob & Martin as recommended. Mr. Acker seconded the motion and all members present voted "aye".

**Discuss and consider adoption of a Resolution, 2022-R16, directing publication of Notice of Intention to issue Combination Tax and Revenue Certificates of Obligation.**

Mr. Erik Macha and Mr. Kristopher Vasquez, Hilltop Securities, joined the meeting via video conference at 6:14 p.m. Mr. Aaron noted that the Notice of Intent is the beginning of the process to the issuance of debt as discussed in the last meeting. At this time, it is recommended that the amount of issuance be set as 'not to exceed \$4 million' for the purpose of the project to be funded. Printed copies of a calendar / timeline for the issue process slated the February meeting to finalize and approve the issuance and availability of funds received in March 2023.

As discussed in the previous meeting, the option to make some of the bonds callable at 3 years, earlier than the 10-year standard, will cost the City approximately \$51,000 over the life of the debt. Mr. Aaron also updated the Council regarding the matter of repayment options. Further discussion and research provided that the use of grant funds to repay the debt is not allowable; however, funds received from the sale of property are eligible to be used to repay the debt.

Two key items for this item is the Not to Exceed Amount (\$4 million), date of the intended finalization action by Council (02/14/2023), inclusion of the maximum repayment term (2044).

Mr. Allcorn made motion to approve **Resolution 2022-R16**, directing the notice of intent to issue debt as presented. Mr. Matlock seconded the motion and all members present voted "aye".

Mr. Erik Macha and Mr. Kristopher Vasquez, Hilltop Securities, ended the meeting via video conference at 6:29 p.m.

**Consideration to approve final plat for Early Town Center.**

Mayor Mangrum withdrew this item as it is not ready for presentation or action at this time.

**Executive Session in accordance with the provisions of Chapter 551, Texas Government Code, Section 551.087 Economic Development.**

Mr. Acker made motion, seconded by Mr. Matlock, to enter into Executive Session. All members present voted "aye" and entered into closed session at 6:30 p.m.

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

Mr. Acker made motion to reconvene into open session. Mr. Matlock seconded the motion and all members present voted "aye", exiting closed session at 6:48 p.m.

**Consider Resolution 2022-EDR08, on second and final reading, approving Municipal Development funding request from T&D Restaurants, Inc.**

Mr. McConn provided the reading of Resolution 2022-EDR08:

*A RESOLUTION OF THE EARLY MUNICIPAL DEVELOPMENT DISTRICT A POLITICAL SUBDIVISION OF THE CITY OF EARLY, TEXAS, APPROVING AN AGREEMENT BETWEEN THE EARLY MUNICIPAL DEVELOPMENT DISTRICT AND T&D RESTAURANTS, INC. DBA HUMPHREY PETE'S, AWARDED ECONOMIC DEVELOPMENT SALES TAX FUNDS TO*

*T&D RESTAURANTS, INC. DBA HUMPHREY PETE'S LOCATED AT 102 EARLY BLVD. IN EARLY TEXAS IN THE AMOUNT NOT TO EXCEED \$22,026.25 FOR FISCAL YEAR 2022/2023; AND AUTHORIZING THE DIRECTOR OF ECONOMIC DEVELOPMENT TO EXECUTE THE NECESSARY DOCUMENTS; AND PROVIDE AN EFFECTIVE DATE.*

Mr. Acker made motion, seconded by Mr. Matlock, to approve Resolution 2022-EDR08 for a Municipal Development grant to T&D Restaurants, Inc. for an amount not to exceed \$22,026.25. All members present voted "aye".

**Consider Resolution 2022-EDR10, on first reading, approving Municipal Development funding request from Pate's Hardware, Inc.**

Mr. McConn provided the first reading of Resolution 2022-EDR10:

*A RESOLUTION OF THE EARLY MUNICIPAL DEVELOPMENT DISTRICT A POLITICAL SUBDIVISION OF THE CITY OF EARLY, TEXAS, APPROVING AN AGREEMENT BETWEEN THE EARLY MUNICIPAL DEVELOPMENT DISTRICT AND PATE'S HARDWARE, INC., AWARDED ECONOMIC DEVELOPMENT SALES TAX FUNDS TO PATE'S HARDWARE, INC. LOCATED AT 1104 EARLY BLVD. IN EARLY TEXAS IN THE AMOUNT NOT TO EXCEED \$30,000 FOR FISCAL YEAR 2022/2023; AND AUTHORIZING THE DIRECTOR OF ECONOMIC DEVELOPMENT TO EXECUTE THE NECESSARY DOCUMENTS; AND PROVIDE AN EFFECTIVE DATE.*

This is the first reading only; no Council action may be taken.

**Administrator's Report**

- Town Center plat status still awaiting final changes, hope to have by next meeting.
- Oncor power still delayed, not on City side
- Lake construction going well, some delays due to winter weather
- Pad site for batting cages is being constructed by the dirt from the lake construction
- Batting cages RFP update: 1 qualified bid received for approximately \$500,000, 2<sup>nd</sup> received but disqualified because after the submittal deadline in the amount of approximately \$400,000; MDD board rejected all as considerably more than budgeted; reviewing to determine if City can act as general contractor and subcontract selected pieces of the project.
- Entrance monument sign design has been approved and construction proposals have been received, estimate construction to begin after first of the year.


**Announcements**

City annual Christmas party – Thursday, December 15<sup>th</sup> at Early Visitors and Events Center

**Adjourn**

Concluding all business, Mr. Acker made motion to adjourn the meeting. Mr. Matlock seconded the motion and all members present voted "aye", adjourning the meeting at 6:54 p.m.

  
CITY SECRETARY

01-10-2023  
DATE  
  
MAYOR