

The Early City Council met in regular session on Tuesday, November 12, 2024 at 6:00 p.m. with the following members present:

Mayor Mangrum

Council members:

Benny Allcorn

Travis Eoff

Garry Forisha

Charles Matlock

Leland Acker, arrived 6:13 p.m.

City Administrator Tony Aaron

City Secretary Brenda Kilgo

Economic Development Director Larry McConn

City Attorney Mark Bessent

Council member Travis Eoff was absent.

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

Mr. Aaron introduced new employee, Sydney Turner. She is the Executive Assistant to the City Administrator and Economic Development Director.

**Consideration of the minutes for special meetings held on October 7 and October 18, 2024**

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

**Citizen's comments**

No comments

**Consideration to approve Resolution 2024-R13, authorizing the application for the Catalytic Converter Grant Program to the Motor Vehicle Crime Prevention Authority.**

Chief Mercer explained that this grant program provides funding for license plate reader cameras at the intersections of the four major highways within the city of Early. The cameras would record vehicle plates both inbound and outbound through the intersections and feed the data to Department of Public Safety. The amount of the grant is \$24,000 with a city match of 20% (\$4800) required if awarded. It was noted that even though this is not a budgeted item it could be doable within this year's budget if awarded.

In addition, this is an annual grant program requiring application each year with the same city match requirement of 20% of total awarded. Language within the resolution specifies that if the grant is not awarded then the equipment would be removed since the City would not be able to cover the full cost of the equipment previously covered by the grant funds.

Mr. Allcorn made motion, seconded by Mr. Matlock, to approve Resolution 2024-R13 to authorize the application for the Catalytic Converter Grant Program as presented. All members present voted "aye".

**Consideration to approve Resolution 2024-R14, authorizing the commitment of matching funds for the Community Development Block Grant through the Texas Department of Agriculture.**

Texas Department of Agriculture contacted Mr. Aaron regarding with a proposal solution for the matching funds commitment, \$25,000 for the \$500,000 grant. The proposal considers the balance of the current Texas Capital Fund program that financed the building located on the Solaris Oilfield Infrastructure property. The balance on the loan is \$13,885 and TDA is proposing to write-off that balance and transferring the funds toward the Community Development Block Grant as part of the cash match required by the City. The lease on the building would still be in effect and the payments from Solaris for the obligation of that lease would still be received until the end of the lease term. Those funds would be deposited into the bank account for the CDBG to be included with the cash match funds.

Mr. Allcorn made motion, seconded by Mr. Matlock, to approve Resolution 2024-R14 authorizing the commitment of matching funds for the CDBG as proposed. All members present voted "aye".

**Consideration to approve a commitment letter designating the use of matching funds for the Texas Department of Agriculture Community Development Block Grant.**

This item was not needed, all was addressed in the previous item.

**Consideration of approval to assign a checking account specifically for the deposits and disbursements of the Texas Department of Agriculture Community Development Block Grant funds.**

A checking account designated specifically for the CDBG is required by Texas Department of Agriculture for the grant funds, including the city's matching funds. There is currently an account established at MC Bank for the Texas Capital Fund where the lease payments and loan distribution payments are processed. The current account name is Property Management, with the last four digits being 4407. With the approval of Resolution 2024-R14 and the authorization of the use of these funds toward the cash match required for the CDBG, it is proposed to change the name of this account to the Texas Grant Project Fund to be used for the CDBG project.

Mr. Forisha made motion to approve the name change for the checking account as proposed for the CDBG project. Mr. Matlock seconded the motion and all members present voted "aye" to carry the motion.

**Council member Leland Acker arrives and joins the meeting.**

**Executive Session in accordance with the provisions of Chapter 551, Texas Government Code Sections 551.071-Consult with Attorney and 551.087-Economic Development.**

Mr. Allcorn made motion to enter into closed session. Mr. Matlock seconded the motion and all members present voted "aye", entering into closed session at 6:13 p.m.

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

Mr. Matlock made motion, seconded by Mr. Forisha, to reconvene into open session. All members present voted "aye" and Open Session resumed at 6:25 p.m.

**Consideration to approve entering into an access agreement with Matrix Renewables Development USA LLC.**

Mr. Forisha made motion to approve entering into an access agreement with Matrix Renewables with the recommended changes to the agreement by City Attorney. Mr. Allcorn seconded the motion and all members present voted "aye".

**Reports:**

**Fire Department**

Fire Marshal – started working on the Wildland Urban Interface Grant with the Pecan Bayou Conservation District; update to the ESO reporting system and adding CAD system through Tyler Technology to begin December 1<sup>st</sup>; call volume was up a little from last quarter with the fire % higher than other calls.

Fire Chief – average 40-60 calls per month; received funds from the FEMA grant for the purchase of air packs and bunker gear, amount received \$142,000 and city's match requirement is approximately \$7100; grant application for the tanker truck was denied but plan to resubmit in the next application period opening this week.

**Police Department**

Chief Mercer – similar call count as previous quarter except for July, multiple burglaries as well as an exceptional increase in wrecks and accidents; the phone recording system grant awarded and pending purchase approval; School Resource Officer stays busy and continues to be a successful program.

**Public Works**

Nathan Land – total of 278 work orders with a large portion being brush pickup requests  
Projects:

Longhorn Subdivision – completed water and sewer lines

Crescent Sewer Rehab – 99% complete, working through few remaining items on the contractors punch list

Atwoods – poured concrete today, project seems to be progressing quickly and efficiently

Planet Fitness – water and sewer taps completed

**Administrator's Report**

**Boardwalk Project Update**

128 piers completed, 94 remaining; to date the project is coming in under the change order amount based on the pier basis calculations; steel package is the next step in the project; RFP for the conduit material to house the electrical for landscaping, planters and lighting to be awarded next month.

### Announcements

Christmas Tree Lighting - December 3rd  
Holly Jolly Tree Trail - December 4th - January 5th  
City of Early Christmas Party - December 17th

### Reports cont.

#### Finance Department


City Secretary – Budget summary shows revenues to be consistent and near 100%, expenditures closing at less than 100% to be expected due to completion of projects and invoice timing crossing over into new budget year but accounted for within the beginning fund balances


Key notes for year-end:

- interest revenue on checking accounts
  - o 4<sup>th</sup> quarter \$93,222
  - o YTD \$394,914
- Hay production and sales
  - o Baled 1869
  - o Sold 1204
  - o \$99,105 in sales

### Adjourn

Mr. Matlock made motion, seconded by Mr. Forisha, to adjourn the meeting. All members present voted “aye” adjourning the meeting at 7:06 p.m.

  
CITY SECRETARY

12-10-2024  
DATE  
  
MAYOR