

The Early City Council met in regular session on Tuesday, February 11, 2025 at 6:00 p.m. with the following members present:

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

City Administrator Tony Aaron  
City Secretary Brenda Kilgo  
Economic Development Director Larry McConn  
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 for special meetings held on January 14, 2025**

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

#### **Citizen's comments**

No comments

#### **Proclamation – Fair Housing Month**

Mayor Mangrum read aloud a proclamation recognizing April as Fair Housing Month

#### **Presentation by Office of the Governor for city of Early's Tourism Friendly Certification**

Madeline Phillips, representing Governor Abbott's Office of Economic Development and Tourism, presented the City of Early as the 16<sup>th</sup> city (of only 20) in Texas to be designated as a Certified Tourism Friendly Texas Community.

#### **Presentation by Mike Smith, 35<sup>th</sup> District Court Judge, and Jonathan Harvey with Center for Life Resources regarding the Sequential Intercept Model (SIM) Mapping Workshop.**

Texas State Department of Health and Human Services will be providing a workshop to be hosted in Brownwood on February 27<sup>th</sup> and 28<sup>th</sup> for all first responder, criminal justice and social service personnel to better address the needs for individuals with behavioral health issues at the various sections throughout their process. This workshop is one of five to be held within the State. The day and a half workshop will provide panel discussions by 9-1-1/dispatch, EMS and Emergency Room, Court/District Attorney, and various mental health service providers.

#### **Consideration to approve a variance allowing a controlled agricultural burn at 516 County Road 317, Wastewater Treatment Facility property.**

A controlled agricultural burn is requested for the Wastewater Treatment Facility property hay fields for weed control. There are three hay fields, approximately 164 acres. It is recommended to burn the fields before new growth begins so if not able to do the burn within the next couple of weeks then other alternatives for weed control will be applied.

Since the county burn ban is in effect, it is staff recommendation to approve the variance with the condition of approval "if" the burn ban is lifted.

Mr. Acker made motion to approve a variance for a controlled agricultural burn subject to the county burn ban being lifted. Mr. Matlock seconded the motion and all members present voted "aye" to carry the motion.

**Consideration to approve Ordinance 2025-01, adopting a Child Care Facilities Tax Exemption for eligible properties within the city limits of Early, TX.**

Texas Tax Code 11:36: Child Care Facilities Tax Exemption was passed by legislation last year and effective for the 2024 tax year. It is a local option exemption and the governing body of a county or municipality may adopt the exemption authorized as a percentage not less than 50 percent of the property's appraised value.

Currently there is one verified eligible facility located within the city limits of Early. There may be others but their eligibility has not been confirmed by the appraisal district at this time. The city of Brownwood has recently approved this exemption at 100% of appraised value, the City of Blanket has not taken any action as there are no facilities within their district.

Mr. Eoff made motion, seconded by Mr. Forisha, to approve Ordinance 2025-01 adopting a Child Care Facility Tax Exemption at 100% of the appraised value for eligible properties within city limits of Early. All members present voted "aye".

**Consider approving Resolution 2025-R05, ordering an election to be held May 3, 2025 to elect Mayor and two (2) Council members and providing details relating to the holding of such election.**

Mr. Allcorn made motion to approve Resolution 2025-R05 ordering an election on May 3, 2025 to elect Mayor and two Council members. Mr. Acker seconded the motion and all members present voted "aye".

**Consider approval of Resolution 2025-R06, authorizing continued participation with the Steering Committee of cities served by Atmos Energy Corporation, and authorizing payment to fund regulatory and related activities related to Atmos Energy Corporation.**

Mr. Acker made motion to approve Resolution 2025-R06 authorizing the continued participation and payment of the assessment fee of \$164.80. Mr. Matlock seconded the motion and all members present voted "aye".

**Consider approval of Resolution 2025-R07, authorizing continued participation with the Steering Committee of cities served by ONCOR, and authorizing payment to fund regulatory and related activities related to ONCOR.**

Mr. Acker made motion to approve Resolution 2025-R07 authorizing the continued participation and payment of the assessment fee of \$362.56. Mr. Matlock seconded the motion and all members present voted “aye”.

**Discuss, consider and adopt a Resolution, 2025-R08, to designate authorized signatories for the 2023 Texas CDBG program, grant agreement number CDV23-0106.**

The Texas Community Development Block Grant Program is a \$500,000 grant awarded to the City for the reconstruction of McDonald Drive. This Resolution designates the City Administrator as online signatory as Chief Executive Officer and City Secretary as signatory for all related financial and payment authorizations.

Mr. Acker made motion approve Resolution 2025-R08 as presented. Mr. Allcorn seconded the motion and all members present voted “aye”.

**Discuss, consider, and approve a Resolution, 2025-R09, adopting required CDBG Civil Rights policies.**

Also for the McDonald Drive reconstruction grant requirements, adopting and reaffirming of the following policies:

1. Citizen Participation Plan and Grievance Procedures (Form A1013);
2. Excessive Force Policy (Form A1003);
3. Section 504 Policy and Grievance Procedures (Form A1004);
4. Code of Conduct Policy (Form A1002),
5. Fair Housing Policy (Form 1015).
6. Section 3 economic opportunity;
7. Limited English Proficiency;
8. Affirmatively Further Fair Housing

Mr. Forisha made motion, seconded by Mr. Matlock, to approve Resolution 2025-R09 as presented. All members present voted “aye” to carry the motion as passed.

**Consideration to approve entering into an agreement with Volkert to provide engineering services for the development and submission of the TxDOT 2025 Transportation Alternatives Preliminary Application (PA).**

The agreement provides that Volkert will submit an application for the 2025 TA grant to continue sidewalk construction for connectivity throughout the City. Estimated construction cost for all locations is approximately \$2 Million. Traffic credits for the City of Early could apply and result in a \$0 match cost from the City. Within the application there are six (6) locations identified:

- CC Woodson to Lucas
- Orchard Dr.
- 100 block of Early Blvd
- Turtle Creek (Garmon Dr. to Early Blvd)
- Park Dr. (Early Blvd to McDonald Park)

- Meadow Glen and Inez

The cost for the scope of work within the agreement is \$12,000.

Mr. Allcorn made motion to approve entering into an agreement with Volkert as presented. Mr. Matlock seconded the motion and all members present voted "aye".

**Consideration to approve an amendment to the language of the previously approved change order PCO-002 for the contract on City of Early Boardwalk Construction at the Early Town Center.**

Mr. Aaron explained that the previously approve change order stated for additional drilling depth over 18 feet but actual cost calculation is for additional concrete for piers deeper than 18 feet from the top of the pier to the bottom of the pier. The total amount of the change order did not change, it is just a clarification of the language for the calculation method. Mr. Aaron noted that the total cost of the completion of the change order actually came in under the approved change order price showing a savings of approximately \$43,000.

Mr. Acker made motion, seconded by Mr. Allcorn, to approve the amended language as presented. All members present voted "aye".

**Consideration to approve the purchase of a replacement patrol unit for Early Police Department.**

Chief Mercer explained that a 2021 Dodge Charger patrol unit was involved in an incident while assisting on a Brown County Sheriff Department call. The incident resulted in enough damage to the EPD unit for the insurance adjuster to deem the vehicle "totaled". Purchase of any new units were not included within the current budget year. The difference between the amount of the damage claim payment and purchase of a new vehicle and installation of equipment and decal results in approximately \$19,345 cost to the City of Early. If approved, a 2023 Dodge Charger will be purchased and equipped for service and a budget amendment will be included for Council's consideration in an upcoming meeting.

Mr. Acker made motion, seconded by Mr. Matlock, to approve for the purchase of a replacement patrol unit as presented for a cost of \$19,435. All members present voted "aye".

**Consideration to approve Resolution 2025-R10, regarding a contract for the purpose of financing a Fire Apparatus Truck.**

Mr. Aaron reminded that Council that a part of the 2024 tax rate included for a percentage to build a reserve to use toward the purchase and/or debt service payment of a ladder truck and engine. The current fiscal year budget includes \$180,000 for this reserve.

Fire Apparatus Truck specs:

2013 Spartan Gladiator with a basket, not a platform  
Total 82,882 mileage but only 30,000 miles on the warrantied Cummins motor that was completely refurbished from a minor 2022 incident

Aerial and pump tested  
Immaculate condition  
Purchase price \$639,000

Finance contract through Government Capital:  
Loan funds \$500,000  
15 year term; Interest rate 5.79%  
Annual payments approximately \$50,640

With annual budgeted reserve this would allow remaining amount between debt service and reserve balance to be used toward an engine replacement within the next budget cycle(s).

Mr. Acker made motion to approve Resolution 2025-R10 to finance the purchase of a Fire Apparatus Truck as presented. Mr. Forisha seconded the motion and all members present voted “aye”.

**Annual Reports**

**2024 Racial Profile Report** (Chief Mercer)

Total stops 2115, similar statistics as 2023 with no report or result of discrimination;  
detailed report presented to Council on record as mandated by State law.

**Financial Review and consideration of approval for City of Early Investment Policy & Strategy as adopted by Ordinance 2021-03 on May 11, 2021.** (City Secretary)

All funds under City management are held in local depository facility, MC Bank  
(14) Checking accounts, (5) Debt Service (Interest & Sinking) accounts  
TWDB funds held in an Escrow account at Bank of Texas

**2023/2024 Fiscal Year**

|  |             |
|--|-------------|
| Balance for MC Bank accounts                 | \$6,865,412 |
| Market Value Pledge Bonds (Security)         | \$9,850,229 |
| 2023/2024 Interest Rate <b>4.52%</b>         |             |
| Total Interest Earned                        | \$356,736   |
| BANK OF TEXAS                                | \$830,158   |
| 2023/2024 Average Interest Rate <b>3.96%</b> |             |
| Total Interest Earned                        | \$38,177    |

**2024/2025 Fiscal Year – Q1**

|                                      |             |
|--------------------------------------|-------------|
| Balance for MC Bank accounts         | \$6,705,590 |
| Market Value Pledge Bonds (Security) | \$9,662,306 |
| Q1 2024 Interest Rate <b>4.52%</b>   |             |
| Total Interest Earned                | \$82,340    |

BANK OF TEXAS  
Q1 2024 Average Interest Rate **3.96%**

\$261,423

Total Interest Earned

\$ 4,899

Mr. Allcorn made motion, seconded by Mr. Eoff, to approve the financial review as presented and City of Early Investment Policy & Strategy as adopted. All members present voted "aye" carrying the motion as approved.

**Executive Session in accordance with the provisions of Chapter 551, Texas Government Code Sections 551.071-Consult with Attorney, 551.072-Real Property, and 551.087-Economic Development.**

Mr. Allcorn made motion to enter into closed session. Mr. Eoff seconded the motion and all members present voted "aye", entering into closed session at 7:11 p.m.

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

Mr. Matlock made motion, seconded by Mr. Acker, to reconvene into open session. All members present voted "aye" and Open Session resumed at 7:58 p.m.

**Consideration to approve Resolution 2025-R11, authorizing a 380 Agreement between City of Early and Matrix Renewables Development USA LLC.**

Mr. Allcorn made motion to approve Resolution 2025-R11, authorizing a 380 Agreement between City of Early and Matrix Renewables Development USA LLC. Mr. Matlock seconded the motion and all members present voted "aye".

**Consideration to approve Resolution 2025-R12, authorizing a 380 Agreement between City of Early and Early MDD regarding the finance contract for development construction project**

Mr. Acker made motion, seconded by Mr. Matlock, to approve Resolution 2025-R12 authorizing a 380 Agreement regarding the finance contract for development construction project. All members present voted "aye".

**Administrator's Report**

- LCRA Grant application submitted for \$50,000 grant to install a dog park at Early Town Center.
- No new update on the YMCA status

**Announcements**

Strategic Planning Workshop - February 27th - 28th, hosted by Center for Life Resources and 35th District Court of Brown County, please RSVP to City Secretary for registration

Site tour for Early Town Center and Atwoods development projects, tentative date for Tuesday, February 18<sup>th</sup>, once time is determined notification will be sent out.

**Adjourn**

Completing all business matters, Mr. Matlock made motion that was seconded by Mr. Eoff to adjourn the meeting. All members present voted "aye" adjourning the meeting at 8:02 p.m.

03-11-2025  
DATE

Rosa J. Mayne  
MAYOR

Brenda Kilgo  
CITY SECRETARY