

The Early City Council met in special session on Monday, November 10, 2025 at 6:00 p.m. with the following members present:

Mayor Mangrum

Council members:

Joel Johnson

Charles Matlock

Travis Eoff

Benny Allcorn

Garry Forisha

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 and Mr. Forisha gave the invocation and led the Pledge of Allegiance.

Consideration of the minutes for the regular meeting held on October 14, 2025

Having reviewed the minutes provided, Mr. Eoff made motion to approve the minutes as written. Mr. Matlock seconded the motion and all members present voted "aye".

Citizen's comments

No citizen present.

Consideration to approve an annual agreement between Corinne T. Smith Animal Center and the City of Early.

Mr. Aaron presented an agreement drafted between the Animal Center and the City of Early specifying the services provided by the Animal Center, a subsidy dollar amount per animal (\$250/dog; \$150/cat) that would be paid for animals brought to the Center from residents or police officers within the corporate city limits of Early, and reporting documentation required from the Center to the City in order to receive the subsidy amounts.

The agreement would offer predictability for both entities regarding budgetary projections as well as adding better documentation and records of the number of animals specific to the city of Early. Mr. Aaron stated that the agreement is the first of its kind in the County and is recommending Council's approval to formalize the agreement, noting that the agreement would be reviewed on an annual basis to determine any changes needed.

Mr. Johnson made motion that was seconded by Mr. Forisha to approve the agreement as presented for the term of one year with review for renewal on an annual basis. All members present voted "aye" to pass the motion.

Consider approval to enter into an agreement between the City of Early and Brown County Sheriff's Office regarding Dispatch Services.

Brown County Sheriff Vance Hill has offered to pay one-half of the salary and benefits for the full-time dispatcher of the City of Early for the term of the 2025/2026 fiscal year. Mr. Aaron presented

an agreement that specifies the Dispatch Service plan for the year to include the (1) full-time position, total amount of the salary and benefits considered for the one-year term, and the invoicing and payment schedule. It is undetermined at this time if this arrangement will continue for future years.

Mr. Allcorn made motion to approve entering into an agreement with Brown County Sheriff Office regarding dispatch services as presented. Mr. Matlock seconded the motion and all members present voted “aye” to pass the motion.

Consideration to approve and accept the Crescent Drive neighborhood Sewer Line Rehabilitation Project as complete.

The TWDB approved project to rehabilitate the sewer line within the Crescent Drive neighborhood has been completed. A representative from TWDB came last week to inspect the overall project and deemed as complete with no other issues or concerns outstanding. Council approval and acceptance of the completed project is the last item required to formally close the project file and release all retainage and contingent funds.

Mr. Matlock made motion, seconded by Mr. Forisha, to approve and accept this project as complete in concurrence with staff and TWDB inspection. All members present voted “aye” to pass the motion.

Consideration to approve and accept the Park Building and Public Restroom project at Town Center as complete.

The construction and finishing touches of restroom building at Town Center Park is complete with a few minor punch list items remaining. The restrooms were opened to the public last month. Formal acceptance from Council will close the project file and release any retainage due to the contractor.

Mr. Forisha made motion, seconded by Mr. Matlock, to approve and accept the Restrooms Building at Town Center Park as completed. All members present voted “aye” to pass the motion.

Presentation of the City of Early ADA Assessment regarding the Accessibility and Transition Plans for the City.

Mr. Aaron stated that an ADA Assessment was required by the City of Early due to growth of the City personnel reaching 50+ full time equivalent employees as well as State and Federal grant funding opportunities. He presented an ADA Accessibility and Transition Plan that includes several factors detailed within the plan for identifying deficiencies and the needs or action items to address issues and concerns of those deficiencies to become and remain compliant with regulations. Immediate fixes or compliancy is not a requirement it is more so about recognizing and identifying any issues and determining a plan of action to address and resolve. As with any plan financial obstacles are a consideration, Mr. Aaron stated that nothing within the plan will be outside of what is currently planned within this year’s fiscal budget and that this will be an ongoing working plan and budgetary item as funds are available.

Pages 11 and 12 of the presented document provides a list of the items noted when the Self-Assessment was completed recently. Some items noted include signage, doorways and trip hazards, audio and visual aids for public meetings and municipal court, and requirements on the city's website. Mr. Aaron added that a redesign of the website and social media compliancy policy will begin within the next three to four months.

Also included within the plan is to designate an employee of the City as an ADA Coordinator. Based on the nature of the issues and or complaints that would be received regarding physical or operational accessibility, the ADA Coordinator would be within the Human Resource department.

Discussion and Public input regarding the City of Early ADA Accessibility and Transition Plans.

Completing the presentation Mr. Aaron opened the discussion for any questions or input from Council or citizens in attendance. There were no citizens in attendance and Council had no further comments closing this item for discussion.

Consideration to designate and approve a city employee as the ADA Coordinator for the City of Early.

Mr. Aaron recommended that Brenda Kilgo as Human Resource personnel be designated as the ADA Coordinator.

Mr. Matlock made motion, seconded by Mr. Forisha, to approve Brenda Kilgo as ADA Coordinator for the City of Early as recommended. All members present voted "aye" to pass the motion.

Consideration to approve the City of Early's ADA Accessibility and Transition Plans as presented.

Mr. Allcorn made motion to approve the City of Early ADA Accessibility and Transition Plans as presented. Mr. Matlock seconded the motion and all members present voted "aye".

Executive Session in accordance with the provisions of Chapter 551, Texas Government Code, Sections 551.072 and 551.087.

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 6:28 p.m.

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

Mr. Johnson made motion to reconvene into Open Session. Mr. Matlock seconded the motion and all members present voted "aye", entering back into regular session at 6:43 p.m.

Consideration to approve the use of Economic Development Municipal Development grant, Resolution 2025-EDR08, between Early MDD, City of Early, and PAMY HOLDINGS, LTD.

Mr. Matlock made motion, seconded by Mr. Forisha, to approve Resolution 2025-REDR08 Economic Development grant between Early MDD, City of Early and PAMY HOLDINGS, LTD. All members present voted "aye" to pass the motion.

Consideration to approve Resolution 2025-R22, authorizing a 380 Agreement between City of Early, Early MDD and PAMY HOLDINGS, LTD.

Mr. Forisha made motion to approve Resolution 2025-R22 authorizing a 380 Agreement between the City, Early MDD and PAMY HOLDINGS, LTD. All members present voted "aye".

Consideration to approve entering into an agreement for a Hotel Occupancy Tax grant approved within the 2025-2026 Fiscal Year CVB Budget.

Mr. Forisha made motion, seconded by Mr. Eoff, to approve entering into an agreement for a Hotel Occupancy Tax grant for Major League Fishing event. All members present voted "aye" to pass the motion.

Administrator's Report

Auditors arrived today to begin fieldwork for the annual audit; council members should have received a letter via email from Roberts & McGee regarding the audit and opportunity to report any suspected fraud risk or activity concerns

Town Center

- Curb and gutter for Mangrum Street almost finished; base and hot mix to be applied after curb and gutter completion
- Completion of sidewalk pour connecting the existing walkway path to each end of the Boardwalk expected to be completed by Thanksgiving
- Fountain installed and operational within Town Center Lake

Announcements

- Annual Christmas Tree lighting - Tuesday, December 2nd 6:00PM
- Holly Jolly Tree Trail - December 7th - January 10th
- City of Early Christmas Party - December 16th

Adjourn

Concluding 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 6:50 p.m.


CITY SECRETARY

12-09-2025
DATE


MAYOR

