

October 15, 2020

The Graham City Council met in REGULAR SESSION in the Council Chambers at 9:00 a.m. on Thursday, October 15, 2020 with the following members present:

MEMBERS:	Mayor:	Neal Blanton
	Mayor Pro-Tem:	Darby Brockway
	Council Member:	Brint Albritton (absent)
		Lee Boyd
		Kyle Peavy
	City Manager:	Brandon Anderson
	City Secretary:	Sharon McFadden
	City Attorney:	Dan De La Cruz
	Municipal Judge:	Teresa Bishop (absent)
	Police Chief:	Brent Bullock (absent)
	Assistant Fire Chief:	Jim Don Laurent (absent)

VISITORS: Thomas Wallner, Shana Wolfe, and Sarah Lundgren.

ORDER: Mayor Neal Blanton called the meeting to order and opened with prayer.

PUBLIC FORUM: No comments were made.

APPROVAL OF MINUTES:

Minutes from the Regular Session Council meeting held on Thursday, October 1, 2020 were considered. Kyle Peavy made the motion to approve the minutes. Darby Brockway seconded, and the minutes were unanimously approved 3-0.

CONSIDER AND ACT ON THE QUARTERLY INVESTMENT REPORT, SEPTEMBER 2020 FINANCIAL REPORTS, AND SALES TAX REPORT FROM OCTOBER FOR TAX COLLECTED IN AUGUST 2020 BY CHIEF FINANCIAL OFFICER OR HER DESIGNEE:

Sharon McFadden briefly reviewed the quarterly investment report for July 2020 to September 2020. Darby Brockway suggested Sharon seek an alternative designated official to receive the online reporting from the investment pools (Logic and TexStar). Darby's term will be ending after the November 3, 2020 general election. Mayor Blanton mentioned the negative change in the sales tax report. Brandon said we have a realistic goal we can reach in the sales tax amount budgeted. Lee Boyd made the first motion to approve and Kyle Peavy seconded. The Council accepted the quarterly investment report as presented on a vote of 3-0.

Sharon mentioned the September 2020 financial reports and how those reports relate to Ordinance # 1105 on the agenda. Kyle Peavy asked why there is a deficit in the sewer fund. Brandon explained he is not enthusiastic about increasing the sewer rates. Brandon said we will review and study as we go to determine if there are places that can be cut out or if we need to consider a sewer rate increase. Brandon said everyone needs to keep in mind that the sewer plant is as old as the water plant we recently replaced. Brandon said we might want to consider contributing to a reserve fund, just in case. Lee Boyd questioned if we would have to do a bond issue for the sewer plant. Brandon said whether it is voter approved or the process taken for the water treatment plant, it will likely be a bond package. Brandon said he thinks probably \$10 to \$12 million. Lee Boyd asked if that would be to renovate the current one (sewer plant) to get it up to code. Brandon said we would likely have to go with a new sewer plant.

CONSIDER AND ACT ON ORDINANCE # 1104 AMENDING APPROPRIATION ORDINANCE # 1102 ADJUSTING SALARY AND COMPENSATION LINE ITEMS BY THE AGREED UPON 1.5 PERCENT DURING THE ADOPTION MEETING OF THE 2020-2021 FISCAL YEAR BUDGET:

Mayor Blanton asked if this item needs considered since Brent Albritton is not at the meeting (lack of quorum). Brandon said since it is on the agenda, we need to address the item, and vote on it. Brandon continued stating that the Charter reads that an ordinance must be approved by unanimous consent or under three separate readings. Brandon said if we have a quorum at the next reading and the item is unanimously approved, then the third reading is not necessary. Brandon explained the differences and reasons for Ordinances # 1104 and #1105. Brandon said agenda item 5 (Ordinance # 1104) and agenda item 7 (Municipal Court Clerk salary adjustment) need to be considered. Lee Boyd made the motion to approve Ordinance # 1104 and Kyle Peavy provided the second motion. Ordinance # 1104 was unanimously approved 3-0 as the first reading.

CONSIDER AND ACT ON ORDINANCE # 1105 AMENDING APPROPRIATION ORDINANCES # 1090 AND # 1099 APPROPRIATING FUNDS FOR THE CLOSURE OF THE 2019-2020 FISCAL YEAR ENDING SEPTEMBER 30, 2020:

Brandon said this is recommended by the auditor to adjustments departmental expenditures. The first section is to adjust departments exceeding budget and the second section is to adjust departments that were under budget. Brandon said Ordinance # 1090 was the original budget approved for fiscal year 2019-2020. Ordinance # 1099 included budget adjustments made during the 2019-2020 fiscal year. Kyle Peavy made the first motion. Darby Brockway seconded. Ordinance # 1105 was unanimously approved 3-0 as the first reading.

CONSIDER AND ACT ON A REQUEST FOR AN INCREASE IN BUDGETED SALARY AND COMPENSATION FOR THE MUNICIPAL COURT CLERK TO ADJUST FOR OPENING TO THE PUBLIC FULL TIME FROM 8:00 A.M. TO 5:00 P.M. MONDAY THROUGH FRIDAY AND BE OPEN FOR LUNCH EACH DAY EXCEPT FOR FRIDAY (PROPOSAL INCLUDED IN HANDOUT):

Brandon said during budget discussions they discussed keeping a municipal clerk full time and having a part time judge and part time bailiff/warrant officer position funded with a \$20,000 line item each. The suggested changes were not well received by the department. Brandon and Mayor Blanton met with municipal court staff. Brandon said they ended up taking that \$4,000 budgeted and counseled with the judge on how she wanted to run her court. Her recommendation is she would like to see herself remain as a full-time employee working 32 hours. A pay cut was considered for her to receive benefits from the City. The municipal clerk stepped up and offered her \$7,200 per diem for insurance back to the City to help offset some costs. She has insurance through retirement with a previous job. Brandon said he and the judge appreciated the clerk doing that. The judge is on a full time 32-hour salary contract with benefits. We have \$7,300 set aside to pay a bailiff. There has been an agreement made with the police department

to work on the warrants that are issued by the municipal court. Brandon said he, the Mayor Blanton, and the City Attorney met with municipal court to discuss how to manage municipal court. Brandon said he is frustrated with the availability to the public. The hours prior to September 30, 2020, were 8:30 a.m. to 4:30 p.m. Monday through Thursday and 8:30 a.m. to 4:00 p.m. on Friday and closed for lunch every day. It is difficult for others to get to City offices so Brandon asked municipal court to consider being open 8:00 a.m. to 5:00 p.m. Judge will work four full days from Monday through Thursday and off on Friday. They are willing to have municipal court open Monday through Friday from 8:00 a.m. to 5:00 p.m. Open during lunch Monday through Thursday except for Friday, and they will be closed during lunch. Changes the municipal court hours from 29.5 per week to open to the public 39 hours per week. Brandon said in that discussion, it was brought up that the municipal clerk was making \$11.54 an hour. We had a position open with the City that paid \$13.00 per hour. She applied for that position, With transition and continuity being important, Brandon said he told her he would bring a proposal to City Council increasing her wage to \$13.59 per hour. That gets her to \$13.00 an hour and her HSA health savings plan contribution of \$100. That makes up for her to be able to contribute the \$100 into her HSA. Brandon said he is essentially requesting her salary from \$24,003.20 to \$28,267.20. That also puts our municipal court 29.5 to 39 hours a week to better meet the public. Mayor Blanton said this is headed in the right direction with more public accessibility. Lee Boyd made a motion and Darby Brockway seconded. The request was unanimously approved 3-0.

CONSIDER AND ACT ON A REQUEST FROM OPEN DOOR CHRISTIAN SCHOOL TO MAKE ADJUSTMENTS TO THEIR FALL FEST REQUEST PREVIOUSLY APPROVED BY THE COUNCIL. THEY ARE REQUESTING STREET CLOSURES FOR THE DETAILED ROUTE IN REQUEST LETTER FOR THEIR 1K PUMPKIN RUN FROM 9:45 A.M. TO 11:15 A.M. ON OCTOBER 30, 2020:

Mayor Blanton said there is a lot of conversation going on and the CDC recommends people should not gather in groups or be knocking on doors. Brandon said they (Open Door Christian School) are cancelling their entire fall festival and are only asking for consideration for the pumpkin run on October 30, 2020. Mayor Blanton said the next agenda item also related to gatherings. Mayor Blanton suggested to look at both requests before deciding on either. Darby asked if the run would take place on a Friday. Mayor Blanton confirmed the day as Friday. Darby questioned whether a street should close during part of the day. Brandon said traditionally they have had the run on a Friday and the Fall Festival the next day. Sarah Lundgren mentioned this event is a major fundraiser with sponsoring a child to run. Lee Boyd said people need to be somewhat responsible for themselves. Kyle Peavy said Council has already approved several similar events. Kyle Peavy said those previously approved occurred when our cases (COVID-19) were low. Kyle is concerned with our current surge in cases (COVID-19) and recommends we (Council) require organizers to safe practice and social distance when applying for their request. Mayor Blanton asked Brandon if a plan has been submitted. Brandon replied there has not been a plan submitted. Brandon said there are two levels. At city council level, all Council approves is allowing blockage of the streets. The other plan is submitted to Mayor Blanton for his consideration. Dan De La Cruz (City Attorney) said he has a child that previously attended that school. Dan said they track children by the number of children and the age groups. Dan mentioned none of the children attending this event are at high risk. Dan said there are single digit of recorded infections for this age group, at least in the Graham Independent School District (GISD). Lee Boyd mentioned we are kind of opening at the State (of Texas) level. Lee said he has read the Governor is allowing things to open more. Kyle Peavy asked Mayor Blanton if he was more concerned with the Trunk or Treat event. Mayor Blanton said he is concerned that we have over 100 active cases right now and five hospitalizations. Mayor Blanton said it is not getting any better and part of it is the reluctance of people staying six feet apart or wear a mask. Kyle Peavy said on the news (television) that 70 percent of those getting COVID-19 are persistently wearing a mask and fifteen percent are frequent mask wearers. Kyle said a total of 85 percent of people getting COVID-19 are wearing masks. Mayor Blanton and Kyle Peavy agreed the public is receiving conflicting information and can be misled. Brandon said he and Mayor Blanton had discussed this and plan to meet again tomorrow (October 16, 2020) with the group (Dr. Martin and officials). Brandon said the underlying issue is how people behave and are responsible. Brandon said people have choices and we in no way, want to take that away. We (the City) hope people will be more responsible. Brandon said there is an increase in cases, and he refers to why we originally shut everything down, which was to flatten the curve. Brandon said people know in daily life they live in consequences. Brandon said in his last discussion with Dr. Martin that masks are recommended if you do not have the ability to social distance. Brandon said in close proximities we should have respect for others, we should put a mask on. Brandon said he hopes after November 3, 2020, the public receives a consistent message that says, "This is the disease, this is how we handle it, and this is accurate." Kyle said people need to make their own decisions and to limit liability, we need to as a City, require a safety plan be presented. Kyle said we have already approved the corn hole tournament on the square this weekend. Darby Brockway made the motion to approve. Kyle Peavy made the second motion. The request was unanimously approved on a vote of 3-0.

CONSIDER AND ACT ON A REQUEST FROM FIRST BAPTIST CHURCH GRAHAM FOR CLOSURE OF THE 600 BLOCK OF CHERRY STREET ON OCTOBER 31, 2020 FROM 3:00 P.M. TO 7:00 P.M. FOR THE PURPOSE OF A DRIVE THROUGH TRUNK OR TREAT EVENT:

Kyle said it appears they already are planning to practice safety by having a drive-through where people will not be getting out of their vehicles. Kyle Peavy made the motion and Lee Boyd seconded. The request was unanimously approved 3-0.

REPORTS:

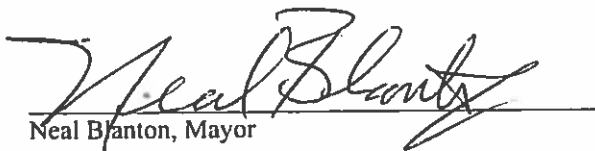
- Brandon referred to the reports in the packet which included the 2020 Code Enforcement Report, September 2020 Library Report, September 2020 City Hall Activities Report, September 2020 Utility Representative Report, and the Security and Emergency Protocols with minor changes for the Pigskin Weekend on October 17, 2020. Lee Boyd requested an explanation for the Pigskin Weekend event. Brandon said the event consists of a corn hole tournament on the square, college football watching behind the Old Post Office Museum. Sarah Lundgren said there will be a Corn Maze, Smoking Steers are practicing for their upcoming tournament, and Farmers Market will be set up. Lee asked if the Chamber was responsible for the event. Brandon informed Lee that the CVB organized the event. The Graham Lake level is 97 percent full. Brandon said Lee Boyd and the Parks Board are working on resubmitting a park grant through Texas Parks and Wildlife. Brandon requested if anyone has feedback before the next Council meeting (October 29, 2020) on your (referring to Council) recommendations for steps the City should take in trying to eventually transfer land over to lake lot lease holders in some form or fashion. Brandon would like to obtain approval to set that meeting with the lake lot lease holders. Brandon said he would like to suggest (with participation by the City Attorney) to issue a Request for Proposal (RFP). The RFP will be

for new recreational vehicle parking places and new management take-over of that area. City Attorney, Dan De La Cruz suggests we put bids out for that project. Brandon said he would like to take both ideas to lake lot lease holders for transparency with them and discuss our plans. Brandon would like that wrapped up and ready to present at the next council meeting (October 29, 2020). Lee Boyd asked for the number of lake lot lease holders. Brandon said approximately 350.

- Sarah Lundgren informed Council that the Rotary Club has received the official certificate from the Guinness Book of World Records for the longest line of rubber ducks. There were 19,919 ducks. Sarah said, "This is a victory not only for the Rotary Club, but also our community." She thanked Council for supporting Rotary efforts. Mayor Blanton said everyone involved with the event did a great job.

ADJOURNMENT:

On a motion by Darby Brockway, a second from Kyle Peavy, the Council meeting was unanimously adjourned.


Neal Blanton, Mayor

ATTEST:


Sharon McFadden, City Secretary