

April 26, 2012

The Graham City Council met in REGULAR SESSION in the Council Chambers at City Hall at 9:30 a.m. on Thursday, April 26, 2012 with the following members present:

MEMBERS: Mayor: Barry White
Mayor Pro-Tem: Jack Graham
Council Member: Spencer Street III
Pam Scott-absent
Greg Montgomery
City Manager: Larry Fields-absent
City Secretary: David Maddy
Public Works Director: David Casteel
Police Chief: Tony Widner
Assistant Police Chief: Brent Bullock
Fire Chief: Dennie Covey

VISITORS: Roy Robinson, Eddie Gellner, Bob Womack, Devon Smith, Richard Boyd, Sandra Helvey, Neal Blanton, Frank Herpeche, Jason Cottongame and David Rupkalvis.

ORDER: Mayor Barry White called the meeting to order and opened with prayer.

PUBLIC FORUM:

Roy Robinson said the City wide clean up was going very well. Larry said that IESI has agreed to leave the containers longer and will move them to different parts of town.

MINUTES APPROVED:

Minutes from the April 12, 2012 regular meeting were approved 4-0 on a motion from Greg Montgomery and a second from Jack Graham.

PRESENTATION OF THE FY 2010-11 AUDIT:

Bob Womack with Davis, Kinard & Co., PC presented the audit for the prior fiscal year, saying that the audit included an unqualified opinion. Fund balances had increased and the staff under David Maddy's direction had done an excellent job.

CONSIDER CONTRACT TO PROVIDE TREE AND BRUSH GRINDING:

Copies of the bids to provide grinding of trees and brush at the Convenience Station are enclosed. Staff recommends the acceptance of the low bid of \$1.70 per cubic yard by GWG Wood Group. This is a budgeted item. The other bid was from Rose Contracting who bid \$2.00 per cubic foot. Spencer Street made the motion to approve, Greg Montgomery made the second and motion passed 4-0.

CONSIDER AUTHORIZATION TO PROCEED WITH USDA AND TWDB PRELIMINARY ENGINEERING REPORT FOR WATER TREATMENT AND DISTRIBUTION PROJECT:

A workshop was conducted with the Council on March 22nd to discuss the various programs and needs of the water treatment and distribution system. The Council had instructed staff to proceed with finding acceptable funding programs for the project. The United States Department of Agriculture (USDA) and the Texas Water Development Board (TWDB) both operate loan and grant programs to assist communities fund drinking water improvement projects. Both agencies have an application process that requires a preliminary engineering report and both agencies require an environmental assessment as part of the application process.

Staff requested authorizations to negotiate a contract with Corlett, Probst and Boyd to prepare the preliminary engineering and environmental assessment report. The estimated costs are \$4,000 and \$17,000 respectively. The payment for these services can be paid from the Water Improvement Fund.

Jack Graham made the motion to approve the report and cover payment from the Water Improvement Fund, Greg Montgomery made the second and motion passed 4-0.

CONSIDER AUTHORIZATION TO APPLY FOR A PRE-DEVELOPMENT GRANT WITH USDA FOR PRE-APPLICATION REPORTS FOR WATER TREATMENT AND DISTRIBUTION PROJECT:

The USDA has a program to assist rural communities who meet certain low median household income requirements fund the pre-development reports required for application for funding of the water treatment and distribution project.

Graham's median household income of \$34,328 is below 75% of the state median household income of \$49,646, meaning the City may be eligible for USDA pre-development assistance up to 75% of the actual costs with a maximum of %15,000.

Staff requested authorization to submit an application to USDA for pre-development assistance. These funds, if awarded, would be directed to the Preliminary Engineering and Environmental Assessment Reports discussed in the previous agenda item. Reimbursement for some previous supporting studies would also be eligible under this grant if awarded.

Greg Montgomery made the motion to authorize the application process, Spencer Street made the second and motion passed 4-0.

CONSIDER AUTHORIZATION TO SOLICIT PROPOSALS FOR ENGINEERING SERVICES FOR THE DEVELOPMENT OF TECHNICAL AND ENGINEERING DOCUMENTS FOR WATER TREATMENT AND DISTRIBUTION PROJECT:

Engineering for any future water treatment and distribution improvement project funded in part with federal funds would be required to be procured in an open and competitive manner following federal procurement guidelines in order to be eligible for any partial federal funding or reimbursement through the Texas State Drinking Water Revolving Fund administered by the TWDB.

Council approval would authorize staff to develop a solicitation for engineering services in compliance with the federal procurement guidelines. These guidelines include open advertising, submission of a proposal, selection based on pre-approved criteria without favoritism to local firms and a negotiated fee process rather than a bid fee.

Staff would develop the solicitation, score the proposals and make a future recommendation to the Council to proceed with entering into a contract. This recommendation would occur as funding became more certain. **This action by the Council does not obligate the City to enter into a contract.**

Spencer Street made the motion to authorize the request for proposal, Greg Montgomery made the second and motion passed 4-0.

CONSIDER SWIMMING POOL FEES:

Larry presented Council with a comparison of the City's pool fees with other cities in the area. Graham is close to Breckenridge and Wichita Falls but well below Mineral Wells and Weatherford. (For ages under 9: Graham-\$1.00, Breckenridge-\$1.25, Wichita Falls-\$1.50, Mineral Wells-\$3.00, Weatherford-\$3.00) He recommended an increase in the age 9 and under to \$1.50. No estimate of the increase in revenue can be done as no records are kept of the number of swimmers by age group. It would probably be a minimal increase based on the 93 day pool season. Mayor White, Spencer Street and Greg Montgomery were not in favor or any increase. Greg Montgomery made the motion to leave fees as they are, Spencer Street made the second and motion passed 4-0.

CONSIDER ORDINANCE #987 PRESCRIBING COMMERCIAL GARBAGE RATES:

A spreadsheet presenting commercial garbage rates being billed by the City compared to the rates IESI charges the City was presented to Council. The City has not increased commercial rates since 2007 and IESI has had three CPI increases in that period. A 4% increase is needed to equal the IESI billing. Larry recommended a 6% increase to allow the City to capture the cost involved in billing and other costs associated with garbage service. Ordinance #987 was prepared to allow Council to determine the percent increase in rates. Jack Graham made the motion to approve Ordinance #987, Spencer Street made the second and motion passed 4-0. Greg Montgomery made the motion to approve a 6% increase in commercial garbage rates, Spencer Street made the second and motion passed 4-0.

REPORTS:

David Casteel reported that the Code Enforcement department is demolishing and removing five structures, four in May and one in June. The City has voluntary agreement from several owners. City crews will do the demolitions and IESI will provide the containers at their customary fees. There are two on Kentucky, two on Cherry, one on Pecan and two on Shawnee. The Ball park road is completed. \$43,000 was budgeted and \$31,000 was spent. The street sweeping is underway. Part of the Calaveras Street project has been completed. The Water Plant production is up as usage has recently been up. Larry said the sales taxes continue to be up by 23% compared to the same time last year and reported the lake level at 1074.65' or 99.6% capacity. 1075' is full.

ADJOURNMENT:

On a motion by Spencer Street, a second from Greg Montgomery and a vote of 4-0 the Council meeting was adjourned.

Barry White, Mayor

ATTEST:

David Maddy, City Secretary