

November 21, 2013

The Graham City Council met in REGULAR SESSION in the Council Chambers at City Hall at 9:30 a.m. on Thursday, November 21, 2013 with the following members present:

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

VISITORS: Pete Clark, Latisha Jacoba, Michael Carmichael, Brandon Bates, Shane Weatherbee, Terry Bishop, Lynn Day, Glenn McGee, Eddie Gellner, Sandra Helvey, Jim Helvey, Robert San Miguel, Jason Cottongame, Jennifer Conway, Neal Blanton and Brian Rash.

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

PUBLIC FORUM:

Latisha Jacoba and Pete Clark representing the Graham Soccer Association addressed Council about the roads needing improving and the sprinkler system not working. David Casteel said he would look into it. They thanked Coby leach for ant treatments.

MINUTES APPROVED:

Minutes from the November 07, 2013 regular meeting were approved 5-0 on a motion from Greg Montgomery and a second from Jack Graham.

CONSIDER RESOLUTION APPROVING AN AGREEMENT WITH TXDOT TO CONSTRUCT CREEK IMPROVEMENTS ALONG SH 16:

Approval of the execution of this agreement is the final step for the beautification project along the creek in Shawnee Park adjacent to SH 16. The project estimated cost is \$292,130 of which the City's participation is being funded by the Keep Graham Beautiful grant of \$130,000. Pam Scott made the motion to approve the agreement, Spencer Street made the second and motion passed 5-0.

CONSIDER APPROVAL OF CONTRACT TO OBTAIN PERMITS FOR EFFLUENT USE:

A feasibility study was performed to evaluate the re-use of effluent from the sewer plant. Approval of this item will authorize a contract with Jacobs and martin Engineers of Abilene for \$5,000 to obtain the required permits for effluent use. This is the first step in the permitting process. The final project will be subject to Council approval. Greg Montgomery made the motion to approve the contract, Jack Graham made the second and motion passed 5-0.

CONSIDER POOL IMPROVEMENTS:

The budget for the City includes funding for improvements at the City pool. A consultant was authorized to develop a plan for improvements. In a previous meeting a plan was presented to add a zero depth (beach) entry on the northwest corner of the pool and a small kiddie wading area separate from the main pool in the northeast area of the pool complex. The kiddie pool was designed to have a separate circulation system for hygiene and ease of cleaning and a fence for safety. The consultant later informed the City that the beach entry will not meet the requirements for one of the two ADA-compliant pool entrances unless it includes two parallel handrails, 24" apart. Due to the necessary length they will be costly. It is now recommended that two ADA compliant lifts be added as a minimum project. The pool is required to have two accessible means of entry. Lifts are about \$10,000 each and can be installed by spring. The cost comes in under the amount budgeted. There has been no public feedback since the last meeting. Jack Graham made the motion to approve the lifts, Pam Scott made the second and motion passed 5-0.

CONSIDER CONTRACTING WITH CHAMBER OF COMMERCE TO OPERATE CVB:

It is permissible under applicable code for contracting Convention and Visitor Bureau (CVB) operations to a third party. A joint committee representing the City, CVB and Chamber of Commerce examined the possibility of contracting CVB operations to the Chamber of Commerce. The committee identified potential efficiency and effectiveness gains through a contracting agreement. Mayor White thanked the committee for working on the recommendations. Glenn McGee presented the findings to Council. His presentation included the history of the CVB and the revenues available for the operations. 2011-12 revenues from Hotel, Motel taxes was \$205,457 and there is about \$311,000 in the CVB reserve fund. Expenditures must meet mandated criteria for use such as operating a convention/visitor center, convention hosting, advertising for visitors, promotion of the arts, historic preservation, certain sports events and facilities, tourist transportation systems and signage for tourists. The current CVB budget is \$199,106: \$87,813 for personnel, \$8,300 for office costs and \$102,993 for programs. A preliminary budget allocates \$102,993 for programs and \$60,000 to \$80,000 paid to the Chamber for personnel and office costs saving \$60,000 to \$80,000 a year. The Chamber and CVB boards would coordinate the program which would be headed by the Chamber/CVB director who would supervise a Chamber support position, a CVB support position and a shared receptionist. Mayor asked about timing of the

transition. Larry said that it needed to be accomplished as soon as possible as there are events that needed to be worked on. The contract would be reviewed and renewable annually. Greg Montgomery made the motion to authorize staff to develop a contract with the Chamber of Commerce to operate the CVB, Spencer Street made the second and motion passed 5-0.

CONSIDER AWARDED CONTRACT FOR STREET IMPROVEMENTS:

Request for bids for street improvements were placed in consecutive editions of the Graham Leader and bids were received and opened on November 15. Work consists of hot mix asphalt concrete overlays on 4th Street from Oak to Plum Streets, Fawn Trail from SH 61 to near Chaparral Street and Pine Tree Road from Elm Street (SH 16) 250 feet east. The engineer estimated the work at \$110,000 and is a budgeted item. Two bids were received:

Zack Burkett Co. of Graham, TX	\$ 97,990.01
PaveCon Co. of Grand Prairie, TX	\$ 112,775.00

Jack Graham made the motion to approve the bid from Zack Burkett Co., Greg Montgomery made the second and motion passed 5-0.

CONSIDER RESOLUTION NOMINATING CANDIDATE FOR YCAD:

The City can nominate candidates to be considered for election the Young County Appraisal District Board. Spencer Street is the City's current representative. Greg Montgomery made the motion to nominate Spencer Street to the YCAD board, Jack Graham made the second and motion passed 5-0.

CONSIDER DECEMBER ONLY SALARY ADJUSTMENT:

Each year the Council considers approval of a December only salary adjustment equal to 10% of the monthly salary for full time employees with a minimum of one year of service. Full time employees with less than one year of service are eligible for \$50 and part time employees with one year or more of service are eligible for \$50 and part time with less than one year are eligible for \$25. This is a budgeted item. Pam Scott made the motion to approve the adjustment, Greg Montgomery made the second and motion passed 5-0.

REPORTS:


Chief Widner presented the October Police Department report and commented that the K-9 is now working fully on drug intervention. Neal Blanton with G.E.I.C. said that he was working with an out of state company this afternoon. David Casteel reported the discharge permit process has been started. Larry reported the lake level at 1064.97' or 53.8%. 1075' is full. Stage 2 restrictions continue in affect. Staff will have a water usage report for the next Council meeting. Brent Isom with the Texas Wildlife and Game department has established authority for City use of noise and spark missiles fired from rifles to harass the buzzards roosting on Cherry and Calaveras Streets. Larry has ordered the equipment. The Fire Department will handle the project due to the pyrotechnic features. The public will be notified.

ADJOURNMENT:

On a motion by Greg Montgomery, a second from Spencer Street and a vote of 5-0 the Council meeting was adjourned.


Barry White, Mayor

ATTEST:


David Maddy, City Secretary