

April 1, 2021

The Graham City Council met in REGULAR SESSION in the Council Chambers at 9:00 a.m. on Thursday, April 1, 2021 with the following members present:

MEMBERS:	Mayor:	Neal Blanton
	Mayor Pro-Tem:	Lee Boyd
	Council Members:	Kyle Peavy (arrived late)
		Shana Weatherbee-Wolfe
		Alex Heartfield
	City Manager:	Brandon Anderson
	City Secretary:	Sharon McFadden
	City Attorney:	Dan De La Cruz
	Municipal Judge:	Teresa Bishop (absent)
	Police Chief:	Brent Bullock (absent)
	Fire Chief:	Jim Don Laurent (absent)

VISITORS: Thomas Wallner, Randall Dawson, Kelli Shifflett, Krisa De La Cruz, Grant Ingram, Sarah Lundgren, and Tony Ramirez.

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

PUBLIC FORUM: Mayor Blanton asked if anyone would like to speak in the public forum. No comments were made.

APPROVAL OF MINUTES:

Minutes from the Regular Session Council meeting held on Thursday, March 18, 2021 were considered. Alex Heartfield made the motion to approve the minutes. Lee Boyd seconded, and the minutes were unanimously approved 3-0.

CONSIDER AND ACT ON THE FEBRUARY 2021 FINANCIAL REPORTS AS PRESENTED BY THE CHIEF FINANCIAL OFFICER OR HER DESIGNEE:

Sharon McFadden said there are several departments over budgeted (referring to page one of the financial report) amounts and that is due to Debt Service entries. The Lighting Retrofit debt initiated in 2014 should have been satisfied at the end of 2019-2020 fiscal year. When questioned on impromptu billing, Facilities Solutions Group said COVID-19 shut down the entire office for more than six months. The debt was not budgeted for 2020-2021 fiscal year and is causing departments to appear exceeding budget on their debt service. There will be an upcoming budget amendment presented to Council in an upcoming meeting to offset the deficit. Brandon explained that Animal Control overage is due to the vehicle that did not arrive on time and the airport overage is due to the cost-share portion with the TxDOT project. Alex Heartfield asked if this (airport) was part of the AWOS replacement. Brandon said the overage is due to the City's ten percent is required to pay for the \$1.5 million-dollar renovation. Sharon said The City will be reimbursed by the GEIC. Sharon said the general fund cash (referring to page two) is at a positive balance at \$534,952. Financial report pages three and four are the garbage pass-through accounts. Mayor Blanton asked if the City (of Graham) has received all the ad valorem tax for this year. Sharon stated the City (of Graham) has collected 93 percent as of the end of February 2021. Sharon said on page five of the financial report that distribution is over budget due to debt service and lakes is over budget due to lake garbage expenses. Financial report page seven for the sewer fund for treatment is over budget due to debt service and vehicle repairs. Sharon said on page eight the sewer fund reflects a positive cash balance. Mayor Blanton asked if the City (of Graham) had any expenses associated with the freeze (February 13 to 19, 2021) at the water plant. Brandon said luckily there was very minimal damage with minor leaks. Alex Heartfield said it is good to see the Arena revenue. Mayor Blanton said the Arena is booked except for a couple of weekends. Brandon said with the recent changes made over the past couple of years, the expectations from the GEIC to get the overage down, and have implemented a few new things, and then COVID-19 and an added expense caused concern. Brandon and Mayor Blanton agreed they are looking forward to a good year for the Arena. Shana Weatherbee-Wolfe asked if the Arena events bring a lot of revenue into Graham. Brandon said the amount of revenue is difficult to quantify and that when an event involves over-night stays, visitors find a place to eat. Brandon said GEIC has always seen the value in the Arena with bringing people to town. Those people spend money that is coming from outside our community. Brandon said after this year, he will be excited to see what the overage will be with the goal to make GEIC happy. GEIC recently paid off the second bond which was to renovate and double the size of the arena. The GEIC Board is discussing a Maintenance and Operation (M & O) bond so the City can continue to maintain that facility (referring to the Arena). Lee Boyd said he talked to some people a few weeks ago and they told him they moved to Graham for the Arena. The lady does sales work and her daughter rides horses. The lady said she could work from wherever she wanted to, and she chose here (Graham) so her daughter could have access to the Arena. Mayor Blanton said the Arena is undoubtedly an asset and there has always been a struggle to determine the economic impact on the City (of Graham). Alex Heartfield made the motion to accept the February 2021 financial report. Shana Weatherbee-Wolfe provided the second motion, and the financials were accepted 3-0.

ENTERED INTO A PUBLIC HEARING AT 9:08 A.M.

Mayor Blanton announced the entering the public hearing for a request to rezone the property located between Montgomery Street and Austin Street, on the 1300 block of Cherry Street and further referenced as Young County Parcel ID#'s 11542, 11543, and 11544 from RS (Residential Service) to C (Commercial).

Brandon said this is being handled by City (of Graham) staff and does not require a request by a landowner. Notifications have been sent to the adjoining landowners. Randall Dawson said the public notice was listed in the Graham Leader for an entire month. Brandon explained in detail where the three lots are located and zoned as Residential (RS) which is more limited than Commercial (C). Brandon said since the properties essentially have frontage to Highway 16, we (City staff) are suggesting the zone change. Randall Dawson said the primary reason is the facing and touching Highway 16 but the properties do have Cherry Street addresses. Mayor Blanton asked if all three properties were owned by the same person. Randall Dawson said the lots are owned by different people. Alex Heartfield asked if those properties are currently offices at this time. Randall Dawson said two of properties are

residential homes (42 and 43) and the other is a business. Randall Dawson said the zone change will make these properties legal nonconforming. Randall Dawson said when the residential houses cease to be residences, then they will become commercial properties. Shana Weatherbee-Wolfe asked for clarification that the three properties are only those touching Highway 16. Randall Dawson said that is correct. Lee Boyd commented there used to be a healthcare place on the corner. Mayor Blanton and Brandon agreed the building is currently vacant with a for-lease sign posted.

Mayor Blanton asked if anyone from the public had comments regarding this zoning change request. There were no responses. Mayor Blanton announced he was exiting the public hearing to resume the regular session Council meeting.

EXIT FROM THE PUBLIC HEARING AT 9:12 A.M.

CONSIDER AND ACT ON A REQUEST FROM THE CITY TO REZONE THE PROPERTY LOCATED BETWEEN MONTGOMERY STREET AND AUSTIN STREET, ON THE 1300 BLOCK OF CHERRY STREET AND FURTHER REFERENCED AS YOUNG COUNTY PARCEL ID#'S 11542, 11543, AND 11544 FROM RS (RESIDENTIAL SERVICE) TO C (COMMERCIAL):

Shana Weatherbee-Wolfe provided the first motion to approve the request. Lee Boyd seconded, and the rezoning request was unanimously approved 3-0.

CONSIDER AND ACT ON THE APPROVAL OF A PROJECT WHERE THE GEIC WILL COMMIT UP TO \$47,000 TO THE CITY OF GRAHAM'S PORTION OF A NEW AUTOMATED WATHER OBSERVATION SYSTEM (AWOS) AT THE GRAHAM MUNICIPAL AIRPORT:

Brandon said by the GEIC guidelines, this item has been previously approved by the recommendation of GEIC board. The GEIC guidelines require an advertisement in the Graham Leader discussing the plans, state what the funds will be used for and publish for the request to be discussed and approved later in the notice request. Brandon said this is a need and if approved, then the 90-day window required for the GEIC will begin. When the 90 days expires, the GEIC will be allowed to expend funds. Brandon said a negative action would also nullify what took place in the first action. This request pertains to the GEIC and the AWOS previously discussed. Brandon said Alex Heartfield referenced earlier in his question. Brandon said the current bid to replace the AWOS is \$95,000 for replacement. Another option would be to consider going through the TxDOT Aviation program and would still cost GEIC \$47,000. TxDOT would cover the remaining part of the expenditure. Brandon said if the letter from Bill Macke (referring to the letter in Council packet) offered going through Capital Improvement program which is a 75/25 share, and they estimate the AWOS replacement at \$180,000. Brandon said he is working with Bill Macke and that either scenario would require GEIC maximum contribution of \$47,000. Mayor Blanton stated that Alex Heartfield sits on the GEIC board, this falls within the guidelines of the 4B, and is an essential project for the airport. Brandon said it (AWOS) is essential for those who fly and good for the community because the local television and radio stations use for local vitals (referring to weather data). Brandon said at this time, there is no active AWOS at the airport. Lee Boyd mentioned we (City of Graham) may have set a record during the freeze (February 2021) and not aware of it. Lee Boyd made the first motion to approve the project. Shana Weatherbee-Wolfe made the second motion, and the project was unanimously approved 3-0.

Council Member Kyle Peavy joined the meeting at 9:19 a.m.

CONSIDER AND ACT ON PROFESSIONAL ENGINEERING SERVICES PROPOSAL FOR A NEW WATER SUPPLY LINE (ALTERNATE LINE) TO PROVIDE ENGINEERING GUIDANCE AND ASSISTANCE THROUGH THE ENTIRE PROCESS FROM BEGINNING TO END:

Brandon referred to the section (in the Council packet) under Parkhill page one for March 2021. This is the next step in progress toward the alternate line with revenue the City (of Graham) has on hand. Brandon said if the City (of Graham) determines the need to apply for the Texas Water Development Board funds, this would be considered an eligible project. The first step is to secure an engineer and the advertisement has taken place. Parkhill has been awarded the professional engineering contract for the Texas Water Development purposes. Brandon said that process was necessary to ensure costs would be reimbursable if we (City of Graham) were able to use State of Texas or Federal Government funding. Brandon referred to page four of five (Parkhill section of the Council packet), says the scope of the work is for the alternate line to town that has been estimated to cost approximately \$2.5 million from a prior engineer. Brandon said this (referring to the proposal) is for engineering design and services, survey and easement documents, construction staking, geotechnical, and SUE services not to exceed \$255,000. Brandon said this is the next step and the funds are currently available in the water fund. Brandon said there will need to be a budget amendment on this when the others (budget amendments mentioned in the financial reports). Brandon said he and Randall Dawson enjoyed the visit with Parkhill and they will be good for Graham. Parkhill does a lot of work in mid-sized cities and which Brandon said he likes. Brandon said getting to work on the alternate water line to town is a necessity. Brandon recommended approving the expenditure so that staff can prepare the budget amendment and get Parkhill hired. Lee Boyd asked if this is a different engineer from the one hired for the water plant project. Brandon stated the firm is not the same and that Parkhill is currently assisting with the project at the airport. The Parkhill staff assisting the airport are officed in Lubbock, Texas. The Parkhill office for this project (alternate water line) is officed in McKinney, Texas. Randall said Parkhill employees 500 employees and engineers to cover every aspect of the project Lee Boyd commented that is will not be Parkhill's first water line design. Randall stated that this is not Parkhill's first design and Parkhill recently did several water line extensions in Mineral Wells. Lee Boyd asked what size pipe will be installed. Randall Dawson said 20-inch pipe will be installed. Lee Boyd asked if that is what the City (of Graham) has now. Randall Dawson said current pipe is 24 inches. Mayor Blanton asked if the pipe would be poly. Randall Dawson said the pipe will most likely be PVC. Lee Boyd asked why the pipe is going to be smaller. Randall Dawson said that is what the engineers recommended. Brandon said that was also recommended in the earlier project. Brandon said if the plan is to refurbish the 24-inch line, then there will be two water lines to town, and slip lining or going back in with smaller water line inside the old line. Lee Boyd said the current water line is cast iron. Brandon and Randall verified the 24-inch line is ductile and not cast iron. Brandon said there is a known leak that has not been repaired since the Woodland water tank has been delayed in the refurbishing efforts. Randall said by Monday, April 5, 2021 that Woodland water tank should be filled. Once Woodland water tank is back in service, the 24-inch line leak will be repaired. Lee asked Randall what the diameter of the slip line will be if that option is chosen. Randall said he did not have the answer. Brandon and the Mayor agreed it would likely be decreased but not sure how much of a decrease. Shana Weatherbee-Wolfe made the motion to approve the proposal. Alex Heartfield provided the

second motion. The proposal was unanimously accepted 4-0.

CONSIDER AND ACT ON ALLOWING STAFF TO ISSUE A REQUEST FOR SEALED BIDS TO PURCHASE REAL PROPERTY BEING 15.337 ACRES AS DESCRIBED IN ATTACHMENT AND KNOWN AS EDDLEMAN PARK:

Brandon said there was a draft version of this (referring to the Sealed Bids forms in the Council packet) that was mailed in a letter to the lake lot lease holders. Brandon said the completed surveys that have been received there were a few concerns. It appeared some lake lot lease holders thought it was a proposal to make a bid on purchasing their lake lots. Brandon said it did cause minor confusion, but the majority understood what the purpose was with the Request for Proposal (RFP) and Brandon believes it should be put out for bids to identify interest level and their proposal. Brandon (referring to the letter in the packet) said the plan must be for a recreational park with an expanded Recreational Vehicle (RV) park hook-up. Also, if the City of Graham were to sell the land, the City will have the stipulation to be the first in line to purchase property back if owner decides to sell. Brandon said this is a stage five plan of the parks plan that makes good sense to have a private-public partnership. Brandon hopes to get a business developed there (Lake Eddleman) and make it their own yet serve a purpose for the City (of Graham) parks plan. Brandon said the effort would drive more people to Graham and increase sales tax as well. Shana Weatherbee-Wolfe asked if there have been any interests. Brandon responded that there are two different entities interested in the past year. Mayor Blanton mentioned one has conducted extensive research. Brandon said he was in Perrin, Texas recently and there was a lake that appeared to be in the middle of a pasture. There are three swimming pools and a trampoline park attached to it. Perrin, Texas plans to add additional recreation to the area. Brandon said the recreation facilities in Perrin, Texas have experienced many visitors and this type of recreation is becoming more popular. Mayor Blanton and Shana agreed on the popularity and possibility of many visitors for this type of recreation. Alex Heartfield made a motion to approve the issuing of sealed bids. Lee Boyd seconded, and the request was unanimously approved 4-0.

DISCUSS THE AMERICAN RESCUE PLAN (ARP) ACT OF 2021, THE CITY OF GRAHAM IS PROJECTED TO RECEIVE \$1,879,931:

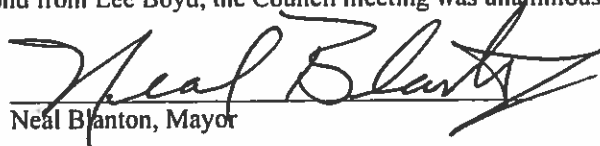
Brandon said the State of Texas is to receive \$27.16 billion with the State of Texas government to receive \$17.2 billion, 254 counties receiving \$5.7 billion, and more than 1,100 cities will divide \$4.7 billion. Brandon said the City of Graham is projected to receive \$1,897,931 with half to be received within the next 30 to 45 days. The remainder will be received in a year. Brandon said the current guidelines (referring to the bullet points in the GrantWorks letter) are to provide aid to local businesses, households, or non-profits; provide increased "premium" pay to essential workers; provide government services that may have been reduced due to reduction in revenue; make investments in water, sewer, or broadband infrastructure. Brandon said there are internal projects he is discussing with staff that will apply to the areas. Brandon said he is sure the City (of Graham) will have to document how the money is spent and why. Brandon believes it will mostly be engineered projects and he will have enough documentation from the engineering firm to submit the proper (required) information. Brandon said GrantWorks wants to assist the City of Graham in administering the funds. Brandon said at this point, he is not sure, if the threshold will be high enough to warrant a need for separate documentation. The engineer companies and City of Graham staff will likely be capable of providing documentation. Brandon said he is not sure at this point if the City of Graham needs to spend the five percent on the documentation. Lee Boyd asked if GrantWorks was a private company. Brandon confirmed GrantWorks is a private company and is currently assisting the City of Graham with the Community Development Board (CDB) grant on Texas Street. Brandon said GrantWorks is taking the effort to remind the City of Graham the need to correctly document to avoid problems. Brandon said it is premature to decide on hiring GrantWorks for the ARP funds. Lee Boyd asked if this is funds designated from the first stimulus package. Mayor Blanton and Brandon said it was from the most recent \$1.3 trillion plan. Kyle Peavy said the City of Graham may see additional funds coming from the infrastructure plan. Mayor Blanton said he believes infrastructure plan funds will likely go to the State of Texas and then be allocated. Kyle said the infrastructure plan is for roads and bridges. Mayor Blanton said that is true and there are ten bridges that would be identified across the United States that are in dire straits. Lee Boyd said the cover story said twenty percent is infrastructure. Mayor Blanton said the \$1.8 million the City of Graham will be receiving can make a huge impact. Kyle said this grant is coming from the COVID relief bill.

REPORTS:

- Public Works Director, Randall Dawson, informed Council of sidewalk repairs taking place.
- Krisa De La Cruz, CEO of the Chamber and CVB, said Crawfish and Cannons is taking place on April 10, 2021. Activities include the first Goodnight Loving Run, Live Music, Crawfish eating, Bloody Mary Bar, Texas Forts Trails Wine Festival, Farmers Market vendors, and children's activities. Wildcatter Ranch is sponsoring armadillo races. April 26, 2021 the Ambassador Golf Tournament is taking place. The afternoon times are sold out but there are morning times available. May 18, 2021 is Chamber Luncheon and the You Lead Graduation. Lee Boyd asked if more food trucks were signing up as the event gets closer. Krisa said as of last week 25 food trucks have registered. Mayor Blanton asked what the goal is (referring to number of food trucks) this year. Krisa said the most is 50.
- City Manager, Brandon Anderson, said the City of Graham staff are working on a required project for water and wastewater risk and resiliency plan. Work toward the plan is being done with Kimley Horn from Fort Worth. Those engineers will be here today (April 1, 2021) working with City (of Graham) staff on the risk and resiliency plan that is required of every city to submit. Brandon said the Graham Industrial Association (GIA) had a very good meeting last night (March 31, 2021) with the private side of our Graham Economic Development (GEIC). Brandon said they (GEIC) have secured contract to purchase the property where American Inn is located and do not intend to manage as American Inn. Lake level at 92.2 percent full.

ADJOURNMENT:

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


Neal Blanton, Mayor

ATTEST:


Sharon McFadden, City Secretary