

June 19, 2014

The Graham City Council met in REGULAR SESSION in the Council Chambers at City Hall at 9:30 a.m. on Thursday, June 19, 2014, with the following members present:

MEMBERS: Mayor: Jack Graham
 Mayor Pro-Tem: Pam Scott
 Council Member: Spencer Street III
 Brint Albritton - absent
 Darby Brockway
 City Manager: David Casteel
 City Secretary: David Maddy
 Police Chief: Tony Widner
 Assistant Police Chief: Brent Bullock
 Fire Chief: Dennie Covey

VISITORS: Carolyn Land, Ken Monroe, Todd Treat, J. McLeroy, Eddie Gellner, Sandra Helvey, Teresa Bishop, Neal Blanton, Jim Helvey, Jack Edwards, Dennis Fellows, Justin Howard, Randall Dawson, Robert San Miguel, Jerry David, Monica Johnston and Casey Holder.

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

PUBLIC FORUM:

Todd Treat with a visiting Methodist youth group working on 23 houses in the area thanked the City for its help hauling off trash. The Mayor gave him a certificate of appreciation. Robert San Miguel had identified some of the houses as needing work.

MINUTES APPROVED:

Minutes from the June 5, 2014 regular meeting were approved 4-0 on a motion from Pam Scott and a second from Spencer Street.

CONSIDER RESOLUTION OPPOSING RELEASE OF WATER FROM POSSUM KINGDOM

Interests in the Granbury area are petitioning for increases in the release of water from Possum Kingdom Lake for the benefit of Lake Granbury. It is believed that this action, if approved by the Brazos River Authority, would be detrimental to Possum Kingdom and the City of Graham. This resolution expresses the City of Graham's position opposing the release of water. Carolyn Land and Ken Monroe with the Possum Kingdom Lake Association talked to council about the study done years ago that Granbury Lake residents were trying to reactivate. This would keep their lake level balanced from water from Possum Kingdom Lake at a ratio as high as 1:5; the thinking being that as their lake goes down, PK should also go down but at a higher rate. The Granbury Association cites a larger economic impact on Hood County from that lake over Palo Pinto County and PK Lake. There is also the additional issue of BRA's request to have the rights to an additional one million acre feet from PK Lake. Spencer Street made the motion to approve the resolution, Pam Scott made the second and motion passed 4-0.

CONSIDER APPOINTMENT OF MUNICIPAL JUDGE:

Municipal Judge Brown passed away last year. Teresa Bishop was appointed interim municipal judge at that time by council action on September 12, 2013. Section 106 of the Charter of the City of Graham states that the Board of Alderman shall appoint the Municipal Judge to a two year term with a compensation fixed by the Board of Alderman.

According to the Rules of Judicial Education, all municipal judges (both attorney and non-attorney) must attend one accredited judicial education program every year. Newly appointed or elected attorney judges must attend a regional seminar within one year from appointment or election and once every academic year thereafter. To qualify as an attorney judge, you must be licensed by the State Bar of Texas. Newly appointed or elected non-attorney judges must, within one year from the date of appointment or election, complete 32 hours of continuing judicial education before attending a regional seminar the next year and once every school year thereafter. <http://www.tmcec.com/>

The Council considered appointing Ms. Bishop as the municipal judge for a two year term at an established salary. Her current compensation is \$ 42,036.80/ year.

Pam Scott made the motion to appoint Teresa Bishop to a two year appointment as Municipal Judge, Darby Brockway made the second and motion passed 4-0.

CONSIDER ORDINANCE #1020 CONCERNING CONNECTION TO CITY POTABLE WATER SYSTEM:

This ordinance would add Section 25-20 to the Graham Code of Ordinances and would require structures where people live or have a business that utilize water and are located in the city to be connected to the city potable water system or acquire from the building official a variance for other water source use.

This ordinance addresses an issue identified by the building official whereby persons cancel their utility service and connect their structure to either a well or a portable water tank. These persons could continue to utilize city sewer and garbage systems without charge since they are not receiving a water utility bill. The variance requirement would allow the building official to work with the utility billing section to accurately assess sewer and garbage charges to such persons. There would be no charge for the variance.

Persons not connected to the city water system and not obtaining the required variance would be in violation of city code. This was the second reading. Pam Scott made the motion to approve Ordinance # 1020, Spencer Street made the second and motion passed 4-0.

CONSIDER ORDINANCE # 1021 CONCERNING WATER WELLS IN THE CITY:

This ordinance would add Section 25-21 to the Graham Code of Ordinances and would require persons with water wells for potable or irrigation use to display a sign in their yard indicating such.

This is common practice in many cities and avoids the confusion caused by watering restrictions resulting from application of the drought contingency plan related to the use of potable water from the City. Persons with wells are not subject to City system restrictions. Members of the public have expressed concern about some persons not abiding by the restrictions and when investigated it has been determined that many times the concern was about a residence with a well. This was the second reading. Darby Brockway made the motion to approve Ordinance # 1021, Pam Scott made the second and motion passed 4-0.

CONSIDER ORDINANCE # 1022 CONCERNING PERSONNEL POLICIES:

This ordinance would amend certain sections of Chapter 2 of the Graham Code of Ordinances to bring them into compliance with applicable laws and best practices.

This ordinance would clarify prohibited political activity, clarify submission for drug, background, driving and credit checks as a condition of employment, clarify probationary periods at initial employment, require advertisement of open positions except in certain situations, clarify rules on sick leave use and establish a sick leave pool, delete mandatory retirement at age 65, define exempt and non-exempt positions, clarify overtime compensation to be compliant with applicable laws, and define reduction in force termination. Staff recommends approval. This was the first reading. Pam Scott made the motion to approve Ordinance #1022, Spencer Street made the second and motion passed 4-0.

DISCUSS US ARMY CORPS OF ENGINEERS/ BRAZOS RIVER AUTHORITY SALT CREEK PROJECT:

Staff met with the Corps and BRA on June 16 concerning the area proposed for a new park. Progress to date has been slow with bureaucratic issues at the Corps. Discussion focused on the path forward with anticipated action items and timelines. David Casteel said that ten properties are left unacquired by Corps. Money is not available for a flood warning system, environmental work and the park. It had been agreed that the park would be funded by the BRA if the City would help build and maintain it. The park could start around October or November without waiting for the remaining ten properties to be purchased and cleared as they are outside the park area. The agreement still needed approval but the project still looks promising for Fall construction.

CONSIDER APPOINTMENTS TO BOARDS:

Council passed an ordinance establishing membership composition, requirements, terms and limits for appointed boards and commissions. Staff has developed in conjunction with board chairpersons proposed membership for a number of the boards. The boards had until Friday June 13 to develop lists. Boards that are updated are: Airport Board, Arena Board, Auditorium Board, Board of Adjustments and Appeals, Cemetery Board, CVB Board, Library Board, Main Street Board, Parks & Recreation and Planning and Zoning Board. There are vacancies on three boards that had not yet been filled. Pam Scott made the motion to approve the slate of appointments as presented, Darby Brockway made the second and motion passed 4-0.

DISCUSS BUDGET PREPARATION SCHEDULE:

A budget must be proposed to the council a month prior to the end of the fiscal year. A budget must be adopted by the end of the current fiscal year. Staff proposes the following schedule:

- June 19— Major Department Heads present their budget issues
- June 19— Council discussion of vision and goals for the city, direction to staff
- July 3- Council reviews staff draft goals for FY 15 based on Council input from previous meeting
- July 17 - Council and staff discuss revenue assumptions for budget development
- July 31- Council and staff work to reconcile draft goals and revenue assumptions
- August 14- Staff presents draft budget for consideration. This will include proposals for rates, fees and other revenue assumptions. Depending on proposed rates, fees and other assumptions the hearing and adoption schedule may change.
- September 11- Council considers appropriate action on rates, fees and other revenue assumptions. Depending upon actions contemplated this may include a public hearing.
- September 25- Council considers adoption of budget including, if needed, appropriate action on rates, fees and other revenue assumptions. Depending upon actions this may include a public hearing.

Pam Scott asked about changing the July dates as some of Council will not be available. It is possible to schedule one session during the evening.

DISCUSS BUDGET ISSUES WITH DEPARTMENT HEADS:

Police, Fire, Street, Water Plant, Waste Water Plant, Water Distribution, Waste Water Collection, Park departments provided brief overviews of their departments and issues they see as pertinent for development of the FY 2015 budget for council discussion. Chief Widner said he was working with the County on the cost of the dispatch office. Chief Covey included a new fire truck and the final warning sirens to the Fire Dept. budget and recommended dropping the current radar system as it is not needed. Jack Edwards highlighted areas the Street Dept. will concentrate on next year including replacement of broken curbs, streets for overlay and seal coating seven miles of streets.

Dennis Fellows said the work on the new water treatment plant will start July 11. Justin Howard talked about new sewer plant head works and paddles needed. The \$175,000 cost will come from reserves. Randall Dawson said the water/sewer maintenance departments needed a new jetter and the Tackett lift station needed to be redone. The \$60,000 cost of the jetter will be borrowed and the \$250,000 cost of the lift station will come from reserves. Jim Helvey included new mowers for the Park budget and mentioned that Scott Smith had been hired as landscaper for the auditorium, Square and to work on other areas and projects.

DISCUSS VISION AND GOALS FOR FY 2015:

Council discussed its general vision and goals in development of the proposed FY 2015 work plan and budget. Darby said he had no comments at this time as he was still learning about the process. Pam said that she liked that everyone seemed to be on the same page in the development of goals and budget. Spencer thanked the department heads for a job well done and said he would rely on their input.

REPORTS:

Robert San Miguel reported he served 33 court warrants in May and 73 code enforcement notices. David Casteel reported that the Water Plant construction would begin within two weeks. He reported the lake level at 1062.35' or 44.4%. 1075' is full. The lake is 13.95' down at this point.

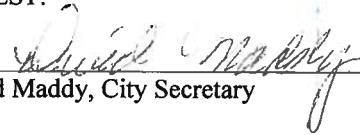
ADJOURNMENT:

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



John Chiles Graham, Mayor

ATTEST:



David Maddy, City Secretary