



Year in Review

A Summary of the Accomplishments of the City of Graham Employees 2022

Mayor Alex Heartfield

Mayor Pro-Tem Shana Weatherbee-Wolfe

Councilmember Randy Cantin

Councilmember Jeff Dickinson

Councilmember Jack Little

Introduction

The year 2022 provided many opportunities for the City of Graham staff to provide outstanding service to the citizens of our community. This past year saw many changes in city staff, the retirement of co-workers who are now life-long friends to many of us, the hiring of new professionals to the Graham team, and a renewed commitment to the delivery of first-in-class municipal services to the members of our community.

This summary is provided to the City Council as our way of saying not only thanks to you for the opportunity to serve this great community but also as a tangible report of our commitment to keeping our city a great place to call home.

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City of Graham Proposed Vision and Mission Statements

Vision: The City of Graham is recognized as the premier location in the North Central Texas Region to live, work, shop, play, and visit.

Mission: The mission of the City of Graham is to provide first-in-class municipal services to every resident, stakeholder, and business entity so we can sustain a community that is the ideal place to live, learn, grow, and succeed.

Following are some highlights of the accomplishments of the City’s various Departments in 2022:

Police Department



The Graham Police Department is comprised of eighteen (18) full time sworn officers, one (1) civilian Records Clerk and one (1) Animal Control Officer. These officers and civilians unselfishly serve the citizens of the City of Graham by going above and beyond, to care for the daily needs and emergencies of those citizens.

We, the appointed public protectors of the City of Graham define our mission as critical to the safety and security of those we serve. We pledge to enforce the laws of this state and our nation within the boundaries of our prescribed authority, always displaying the honor, integrity, and impartiality for which our positions require. We seek continuous advancement in our skills to ensure that we will always provide capable and professional law enforcement services without partiality or discrimination. We stand with courage to face all situations and offenders that threaten the rights, property, and life of all individuals within the community we serve.

Selected Statistics

	2020	2021	2022
Calls for Service Answered	3,156	4,380	4,386
Arrests Made	500	670	775
Assaults Worked	59	66	92
Citations Issued	1,067	999	1,136
Accidents Worked	106	107	88
Drug Seizure Cases	175	238	197

An average of 12 calls per day in 2022

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Fire Rescue Department

The mission of the Graham Fire Rescue Department is to deliver professional, compassionate, first-in-class municipal fire-rescue services to the residents of our service area so we can save lives and property, and mitigate the impact of fire, injury, illness, and environmental destruction in our community.

The Graham Fire Rescue is comprised of 11 full-time members, 2 part-time/contract employees, and 5 volunteers. During 2022, Graham Fire Rescue served the City of Graham with fire, rescue, EMS, and prevention services as well as fire and rescue calls in the county.

Some key statistics for the year of 2022 for Graham Fire Rescue include:

Total calls for service:	1,118 (an average of over <u>3 calls/day</u>)
Medical calls:	670
Fire & Rescue calls in the city:	94
Calls for assisting public in the city:	268
Fire & Rescue calls in the county:	86
Graham Fire Rescue's business inspections:	400
Hydrant inspections and testing:	346

Conducted fire prevention programs in all public and private school(s) as well as multiple daycares and churches.

Water Treatment Plant

The mission of the water treatment plant is to protect the public health and environment by providing dependable, safe, and high-quality treated water to our customers so we can enable a community that will thrive due to the availability of life-giving water.

The water treatment plant is comprised of four employees which includes two A license operators. One B license operator, and one C license operator. All operators get continued education and training each year for water treatment.

During 2022 the water treatment plant served the city of Graham by delivering safe potable water to citizens of Graham and surrounding communities.

In 2022, the water treatment plant treated 1,063,408,000 gallons of raw water and produced 825,460,000 million gallons of treated water. The treatment plant safely removed all contaminants in the provision of safe, reliable, potable water.

*Your **four** water plant employees safely produced over 2,200,000 gallons of water **per day** for you to use to drink, wash clothes and dishes, and bathe.*

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Water Distribution

The mission of the Water Distribution Department is to safely and efficiently supply treated water to everyone in Graham, and effectively maintain our wastewater transmission system, so we can insure an essential water source for residential, commercial, and industrial uses and provide for sanitary removal of wastewater .

The Water/Sewer Department employs eight full time employees.

2022 Highlights:

- Repaired 188 water leaks
- Responded to 206 sewer blockages
- Completed the equivalent of three city blocks of construction including 1500 feet of new pipe and associated taps
- Installed five manholes

An average of one service call per day, **EVERY day**—rain, sleet, snow, weekend, or holiday.

Wastewater Treatment Plant

The mission of the wastewater treatment plant (department) is to protect public health and the environment, through the effective transmission and treatment of wastewater, so we can sustain a healthy community for all our customers.

The wastewater treatment plant is comprised of three full-time employees-Justin Howard (Superintendent), Wade Haynes (Plant Foreman) and Joseph Edwards (Trainee Technician)

During 2022 the wastewater treatment plant served the City of Graham by effectively treated/recycled all the wasted water from the city residents and business to provide a good quality effluent for downstream usage.

Key statistics for the wastewater treatment plant:

- Treated 222,254,000 gallons of wastewater
- Disposed of 423 tons of solids for the year
- Built a new surface aerator for the oxidation ditch-improved oxygen levels in the effluent
- Replaced the skirting wall for the north clarifier

Your 3-person sewer team safely disposed of over **2,300 pounds** of *solid residual waste* per day from our sewer system. Think about that the next time you flush your toilet.

Library of Graham

The mission of the Library of Graham is to provide first-in-class library services through a provision of a robust collection of media materials, access to technology, and access to a safe, clean, and functional facility; so, we can fairly and equitably provide an outstanding public learning environment for every patron.

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The Library of Graham is comprised of one director, one part-time aid, and three specialty librarians focusing on children’s services, circulation/interlibrary loans/community programs, and curation/purchasing/patron requests.

During 2022 the Library served the City of Graham by providing new community programming, increased communications, reorganization of the physical collection, and addressing deficits in collection topics. Our goals were to increase community interactions through increased programming, thoughtful book/material purchases, and creating a welcoming atmosphere for all our citizens.

Some key statistics for our library:

~ There was physical reorganization of over 4,000 books. There was deletion of over 1,400 damaged/out-of-date books.

~ A juvenile nonfiction collection was created. A new collection of adult Spanish language books was started.

~ June saw a record increase of citizen interaction on our Facebook page; Post engagements were up 204%. New page “likes” increased by 56%

~ Our Summer Reading Program saw over 800 elementary children participating, and the library offered two family crafting events for the first time.

~ New library cards issued increased by 50% over the previous year.

~ 4,000 e-Magazines were added to our LIBBY eReader app thanks to a financial gift from Friends of the Library.

~ A branding campaign consisted of a new logo, signage, patron brochures, specialized service email addresses, and a new full-service web site.

~ 2022 saw over 21,000 check-outs of library materials

There were more than 57 check-outs <u>per day</u> at the Library of Graham
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~ Physical library holdings collection is currently at **68,375 units**, valued at \$1,214,966.71.

Young County Arena

The mission of the Young County Arena is to provide a top notch arena venue for all things rodeo, livestock and cowboy lifestyle so we can serve not only producers and contestants, but fans and our community with a great place to compete, gather and continue growing the cowboy way of life.

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The Young County Arena is comprised of one manager and 2 operations employees who help us accomplish fast turnaround week to week for events as well as assistance during events for producers, contestants, and spectators.

During 2022 the Young County Arena served the City of Graham by hosting exciting family friendly events such as the Knights of Columbus UPRR Rodeo, the Stout Ranch Rodeo and Match Horse Race and the Monster Truck Wars event. Additionally, we reduced our overall deficit all the while bringing commerce and visitors to this great town therefore supporting local business.

Some key statistics for the Arena include:

- **47 events** out of the 52 weeks in 2022, with some of those weeks having multiple events per week.
- The deficit was reduced once again in 2022.
- YCA continues to be the exclusive arena for Texas High School Rodeo Region 3.
- Upgrades were made to the facilities including bucking chutes, panels and roping chute.

Graham Economic Improvement Corporation (GEIC)

The mission of the Graham Economic Improvement Corporation is to promote economic growth in Graham, Texas by creating a pro-business environment through the tools and resources allocated to the GEIC, with a strong focus on enhancing the quality of life.

2022 Key Activities and Statistics

2022 Total Sales Tax Received - \$3,558,369 GEIC Received - \$593,955

2021 Total Sales Tax Received - \$3,060,884 GEIC Received - \$511,174

Façade Improvement Grant

The GEIC implemented the Façade Improvement Grant at the beginning of the 2022-2023 fiscal year, with 6 approved projects in the 2022 calendar year, totaling \$20,949 of the \$50,000 dedicated to the program. Several more projects have been approved and will be funded in 2023. Approved Projects for 2022: Hotel Middleton, Reclaimed Style, Lighthouse Therapy, Creations Salon, Executive Inn, Security Finance

Cow Kid Clothing Company

The GEIC purchased the building at 501 Corporate Drive for \$800,000 to facilitate a growing small business, Cow Kid Clothing Company, in need of room to expand the

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Holiday Shopping Spree Title Sponsorship

The GEIC was the proud title sponsor for the Chamber of Commerce's Holiday Shopping Spree for the seventh year. The Shopping Spree campaign saw **\$444,650 spent at participating merchants.**

Young County Arena

The Young County Arena's end-of-year operating deficit was the lowest it has ever been. The GEIC has remained the funding source to cover the deficit, and has been working with the County Commissioners to devise a partnership to cover capital expenditures and share the cost of the deficit.

Parks and Cemeteries Department

The mission of the Parks and Cemeteries Department is to provide a safe and clean environment in our parks and cemeteries so we can sustain a wonderful place for play and recreation and provide a respectful environment which honors those who are no longer with us.

The Parks and Cemeteries Department is composed of six full time and two part time employees. The Department maintains **357 acres of grounds**, multiple items of playground equipment, maintenance of the City's two cemeteries, and provides maintenance support to the municipal pool.

The Department routinely assists with event preparation at signature events such as the Christmas Stroll and the Food Truck Championships.

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PROPERTIES MOWED BY CITY OF GRAHAM PARKS DEPARTMENT

CITY PROPERTIES	ACRES MOWED
PARKS: Firemans Park (includes Baseball Fields)	40.9
Shawnee Park	3
Street Park	.25
LIBRARY	.09
GRAHAM LAKE	.5
EDDLEMAN LAKE	15
Kindley Park	8
MUNICIPAL POOL	0.127
CITY HALL & CHAMBER OF COMMERCE	.31
SR. CITIZENS CENTER	3
NCTC CAMPUS (Includes Nursing School)	5.79
MUNICIPAL AIRPORT	180
POLICE DEPT	1.5
CEMETERIES Pioneer (22 Ac) Oak Grove (13 Ac)	35
BRA PROPERTIES (Includes 5 th St to South St & Lincoln, Walker, & Cherry St.)	60
City Right-of-Ways	3
Two Entrances to City (located at Arena and Loving Hwy)	1
APPROXIMATE TOTAL	357.47

Street Department

The mission of the Street Department is to maintain 53 miles of paved roadway in a safe and serviceable condition, maintain the City’s stormwater infrastructure, maintain the City’s appearance through removal of excess brush, and provide event support, so we can sustain our community as a safe, clean, and great place to live.

The Street Department is comprised of 8 full-time employees 5 with CDL’s required for our trucks, all employees are trained operate mobile equipment required to complete our street maintenance.

Some of the key statistics for our department include:

- Emplaced 60,000 Sq Yds Slurry seal streets **equivalent to 48 blocks** of roadway repair.
- 2.6 miles street surface chip sealed.
- 600+ Tons of Patch-n-pave repairing Water/Sewer cuts and pothole patch (that is 1.6 tons per day)
- Removed 800 cubic yards of gutter debris, dirt, leaves and trash.
- Performed multiple curb and gutter repairs/replacements.

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Municipal Court

The mission of the Municipal Court is to administer the adjudication of violations referred to the Court for consideration so we can sustain a community that is based on fair treatment under the laws, rules and regulations governing the City of Graham and the State of Texas.

The Municipal Court is staffed by one part-time Municipal Judge, one full-time Municipal Court Clerk, and one contract-based Prosecuting Attorney.

Key 2022 Statistics for the Municipal Court

Number of City Ordinance Violations Filed	95
Number of State Law Violations Filed	1,263
Number of Penal Code Violations Filed	188
Number of School Violations	15
Total	1,561
Total Number of Cases Closed in 2022	1,533
Active Cases as of December 30, 2022	309

Code Enforcement

The mission of the Code Enforcement Department is to promote and maintain a safe and pleasant living and working environment by implementing the City’s Code of Ordinances.

The Department’s primary goal is to help maintain and improve the quality of our community by administering fair and unbiased enforcement of state and local laws and ordinances to correct violations and reduce hazards that adversely affect the residents of Graham.

The Code Enforcement Department includes Building and Health Inspections, Permits, and in 2018 the City of Graham authorized the Code Enforcement Officer to enforce the water safety violations as a Marine Safety Enforcement Officer (MSEO) certified through the Texas Parks and Wildlife Department (TPWD) restricted to the Graham Lakes only.

The Code Enforcement/Building Inspection Department is comprised of one full time employee and one part-time employee.

Key Statistics for 2022 include:

Building Permits Issued - 723

Calls for Service/Issuance of Violation Notices – 1,700

Health Inspections - 56

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Convenience Station

The mission of the Convenience Station is to provide a centralized collection point for disposal of bulk waste, brush, scrap metal, and recyclable materials so we can contribute to keeping our city looking clean, safe, and sustain a wonderful place to live.

The Convenience Station is staffed by one employee.

During 2022, the Convenience Station served the City of Graham by offering disposal services for bulk wastes and recyclables.

- Processed 640 tons of bulk waste materials, 126 tons of single stream recycling, and 72 tons of scrap iron.

The Conv. Station processed over **4,500 pounds** of material PER DAY in 2022

- Received and ground 16,500 cubic yards of brush of which 800 cubic yards were made into mulch and made the mulch available to residents free of charge.
- Properly disposed of over 1000 used tires.

Airport

The mission of the Airport Department is to support and encourage aviation activities by providing first-in-class facilities, operational support, and outstanding customer service so we can enable an environment which serves both the flying public and our local community.

The Airport staff includes one full-time and one part-time employee.

Key accomplishments for 2022 include:

- Completion of a \$1.6 million rehabilitation project which included runway repairs, repairs to lighting and signaling systems, painting of new runway markings and replacement of the rotating beacon
- Update and rehabilitation of the terminal building
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- Total fuel sales for 2022 totaled gross revenue of \$481,000 with a net profit of \$70,000 (a 26% increase over the previous year)
- The airport hosted several community events including a weather balloon launch for the Open Door Christian School

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Graham Memorial Auditorium

The mission of the Graham Memorial Auditorium (GMA) is to serve as the premier venue for artistic and cultural expression in our community so we can provide an outstanding facility for entertainment and an outlet for artistic expression, and cultural enrichment.

The GMA employs one full-time employee.

2022 Key Activities and Stats

The Graham Memorial Auditorium hosts an array of musical and theatrical productions throughout the year for the enjoyment of the community and beyond.

Graham Concert Association

The Graham Concert Association held their 76th season from September 2021 to February 2022 with performances by Courtney Patton and Heather Stalling, The Quebe Sisters, Suzy Bogguss, Wade Bowen, and the Fort Worth Symphony Orchestra. The 77th season began in September of 2022 and ran through February of 2023, with performances by Asleep at the Wheel, Howl at the Moon, Radney Foster, Prophets and Outlaws, Rodney Crowell, and Sean McConnell.

Victory Productions

Victory Productions, owned and operated by Sid Palmour, in conjunction with Positive Country Radio, produced The Isaacs concert in October of 2022, as well as Jimmy Fortune in April.

UIL One Act Play

The UIL One Act Play returned to the auditorium which brought **61 schools over 19 days** of rehearsals and contests.

Graham Regional Theatre

The Graham Regional Theatre hosted their annual youth summer camp with a performance of The Little Mermaid Jr in June.

Renee's Dance Factory

Renee's Dance Factory held their annual Spring Recital on the Saturday of Mother's Day in May, as well as the week leading up to the performance for rehearsals. Renee's also used the auditorium to host their annual Nutcracker performance in December.

Allison's School of Dance

Allison's School of Dance holds a professional dance recital for their students each year in May.

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Fine Arts, Drama, GISD Programs

Throughout the year, the auditorium is used by the GISD Fine Arts and Drama Departments for junior high and high school rehearsals and performances throughout the year. The ISD also uses the auditorium for numerous award ceremonies and programs.

Brazos Valley Church

Brazos Valley Church meets every Sunday morning for service in the front meeting room.

Animal Control

The mission of the Animal Control Department is to provide and promote the humane treatment of animals in Graham, Texas through education, animal protection/regulation, and close coordination the Young County Humane Society and pet adoption agencies, so we can provide for the humane protection of all animals in our jurisdiction.

The City of Graham Animal Control Department is comprised of one (1) full time Animal Control Officer.

Key Statistics for 2022:

	2022
Category	Number
Calls for Service Answered (Dispatch)	40
Calls for Service Answered (GPD)	720
Dogs/Cats Impounded	353
Wild Animals Trapped	187
Citations Issued	63

The PD and Animal Control Departments averaged two animal calls **per day** in 2022

Consolidated Administration and Finance

The mission of the Consolidated Administration and Finance Department is to prove administrative and financial control over all aspects of city operations, efficiently and effectively perform planning, oversight, official record keeping, budgeting, and accounting of all aspects of City of Graham operations, so we can deliver maximum value to taxpayers and rate payers in the provision of first-in-class municipal services.

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The Department is comprised of the City Manager's Office, City Secretary/Finance Director's Office, Human Resources/Payroll Division, and the Utility Billing Division. The Department is staffed by seven full-time and one part-time employee. In 2022, the Department managed over \$19 million in appropriated funding and was responsible for the safe and accurate billing of 3,500 utility accounts. In addition, the Department managed over 500 separate vendor and miscellaneous accounts.

The Administration Section prepared multiple Agendas, Ordinances, Presentations, and other materials in support of City Council and other City Departments.

A Note of Thanks to the City Council

On behalf of all City Employees, I want to extend a heartfelt thanks to all our leaders on the City Council. Your patient and exceptional leadership creates a positive environment for all City employees and promotes service to the community. We thank you for your continued service and patience as we strive to achieve our mission in support of the citizens of Graham.

- Eric Garretty, City Manager

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