

**GRAHAM CITY COUNCIL  
PUBLIC HEARING NO. 1  
APRIL 13, 2023**

**COUNCIL MEMBERS PRESENT**

Alex Heartfield, Mayor  
Shana Weatherbee-Wolfe, Mayor Pro-Tem  
Jeff Dickinson  
Jack Little  
Randy Cantin

**STAFF PRESENT**

Eric Garretty, City Manager  
Grant Ingram, Assistant City Manager  
Sandra Helvey, Executive Assistant  
Randall Dawson, Director of Public Works/Building Official  
Brent Bullock, Chief of Police  
Jim Don Laurent, Fire Chief  
David Aleshire, Assistant Fire Chief  
B.J. Cook, Code Enforcement Officer

**1. CALL TO PUBLIC HEARING NO. 1 TO ORDER**

Mayor Heartfield convened the Council into Public Hearing No. 1 on Thursday, April 13, 2023 at 8:30 a.m. in the Council Chambers of Graham City Hall, 608 Elm Street. A quorum was present.

**2. OPENING PRAYER**

Dorman Holub led the invocation.

**3. PURPOSE OF HEARING. THE PURPOSE OF THIS PUBLIC HEARING IS TO RECEIVE PUBLIC COMMENTS REGARDING A PROPOSED CENTRALIZED LOCATION FOR MOBILE FOOD TRUCK VENDORS AND RELATED POLICY CONSIDERATIONS.**

**4. NOTICE POSTED. NOTICE OF THIS PUBLIC HEARING WAS DULY ADVERTISED IN A NEWSPAPER OF LOCAL CIRCULATION AND ALSO POSTED ON THE CITY WEBSITE.**

**5. PRESENTATION BY CITY MANAGER ON PROPOSED CENTRALIZED LOCATION OF MOBILE FOOD TRUCK VENDORS.**

City Manager Eric Garretty presented on proposed centralized location of mobile food truck vendors.

**6. PUBLIC COMMENTS ON PROPOSED CENTRALIZED LOCATION OF MOBILE FOOD TRUCK VENDORS.**

Public Comments on proposed centralized location of mobile food truck vendors included:

-Kent Pettus voiced concerns on the location on Pecan Street, and income from food trucks.

-Edwin (Win) S. Graham IV presented a plan between the Graham Community Foundation and Young County to offer the corner lot of Second Street and Oak Street "grassy knoll" to the City of Graham as a donation for public use. He also stated he would like the square to be considered for the centralized location of mobile food truck vendors and also the farmer's market.

-Suzi Shepard voiced concerns on current locations of mobile food trucks being in different parts of the City in order to serve that area that has less food options instead of moving to one centralized location, and competition mobile food trucks coming in from out of town.

-Amber Culpepper voiced concerns on the business in the winter months, and mobile food trucks selling the same type of food.

-Mark Shepard voiced that he thinks the centralized location of mobile food trucks is a great idea to draw people to town and get everyone involved in one place.

-Linsey Taylor voiced concerns on making sure there is enough parking especially if the location on Second Street and Oak Street is considered since the parking is already limited to the businesses in that area.

-Code Enforcement Officer B.J. Cook stated the City of Graham cannot stop any out-of-town mobile food truck vendors coming into the city limits. He stated they would have to have a State of Texas Health Food Permit and then also set up an inspection by the City of Graham to receive a City of Graham Health Food Permit to operate in the city limits.

-Cathy Partridge stated that on behalf of a consumer it would be convenient to know that there would be one centralized location for mobile food trucks. Mayor Alex Heartfield asked if there would be an impact on the Food Truck Competition of Texas if the centralized location for mobile food truck vendors is located at Second Street and Oak Street. Cathy Partridge stated it would depend on the regulations and parameters that are set up for that corner. She also stated it would be great for the local food trucks to offer serving that day but to not compete in the Food Truck Competition of Texas.

**7. MAYOR AND COUNCIL COMMENTS ON PROPOSED CENTRALIZED LOCATION OF MOBILE FOOD TRUCK VENDORS.**

No comments were made by Mayor and Council on the proposed centralized location of mobile food truck vendors.

**8. ADJOURN PUBLIC HEARING NO. 1**

Mayor Alex Heartfield adjourned Public Hearing No. 1 at 9:01 a.m.

**GRAHAM CITY COUNCIL  
PUBLIC HEARING NO. 2  
APRIL 13, 2023**

**COUNCIL MEMBERS PRESENT**

Alex Heartfield, Mayor  
Shana Weatherbee-Wolfe, Mayor Pro-Tem  
Jeff Dickinson  
Jack Little  
Randy Cantin

**STAFF PRESENT**

Eric Garretty, City Manager  
Grant Ingram, Assistant City Manager  
Sandra Helvey, Executive Assistant  
Randall Dawson, Director of Public Works/Building Official  
Brent Bullock, Chief of Police  
Jim Don Laurent, Fire Chief  
David Aleshire, Assistant Fire Chief  
B.J. Cook, Code Enforcement Officer

1. **CALL TO PUBLIC HEARING NO. 2 TO ORDER**  
Mayor Heartfield convened the Council into Public Hearing No. 2 on Thursday, April 13, 2023 at 9:02 a.m. in the Council Chambers of Graham City Hall, 608 Elm Street. A quorum was present.
2. **PURPOSE OF HEARING. THE PURPOSE OF THIS PUBLIC HEARING IS TO RECEIVE PUBLIC COMMENTS REGARDING THE PROPOSED GEOGRAPHIC BOUNDARIES FOR DOWNTOWN DEVELOPMENT DISTRICT NO. 1.**
3. **NOTICE POSTED. NOTICE OF THIS PUBLIC HEARING WAS DULY ADVERTISED IN A NEWSPAPER OF LOCAL CIRCULATION AND ALSO POSTED ON THE CITY WEBSITE.**
4. **PRESENTATION BY CITY MANAGER ON PROPOSED GEOGRAPHIC BOUNDARIES FOR DOWNTOWN DEVELOPMENT DISTRICT NO. 1.**  
Presentation by City Manager on proposed geographic boundaries for Downtown Development District No. 1.
5. **PUBLIC COMMENTS ON PROPOSED GEOGRAPHIC BOUNDARIES FOR DOWNTOWN DEVELOPMENT DISTRICT NO. 1.**  
Public Comments on proposed geographic boundaries for Downtown Development District No. 1 included:
  - Kent Pettus voiced concerns on why the property owners in the proposed district were not contacted, will the new proposed district be controlled by city council, and the restrictions of Planning District No. 1.
  - Cathy Partridge stated that without the defined boundaries for the downtown district that State of Texas grants are not available, and planning on a merchant/business committee for the new downtown district.
  - Susan Smith with the Young County Historical Commission stated she was very excited about the proposed downtown district. She stated she was a big proponent of the Main Street program. She questioned the lines of the downtown district being different from the Main Street district that was from year 1993 to year 2016 and will this be to create a certified local government to protect the local history. She also stated she would like East & West Fourth Street to be considered into the downtown district in order to receive the State of Texas grants.
  - Linsey Taylor voiced concerns on property zones being changed.
6. **MAYOR AND COUNCIL COMMENTS ON PROPOSED GEOGRAPHIC BOUNDARIES FOR DOWNTOWN DEVELOPMENT DISTRICT NO. 1.**  
Mayor and Council comments on proposed geographic boundaries for Downtown Development District No. 1.
7. **ADJOURN PUBLIC HEARING NO. 2**  
Mayor Alex Heartfield adjourned Public Hearing No. 2 at 9:11 a.m.

**GRAHAM CITY COUNCIL  
REGULAR SESSION  
APRIL 13, 2023**

**COUNCIL MEMBERS PRESENT**

Alex Heartfield, Mayor  
Shana Weatherbee-Wolfe, Mayor Pro-Tem  
Jeff Dickinson  
Jack Little  
Randy Cantin

**STAFF PRESENT**

Eric Garretty, City Manager  
Grant Ingram, Assistant City Manager  
Sandra Helvey, Executive Assistant  
Randall Dawson, Director of Public Works/Building Official  
Brent Bullock, Chief of Police  
Jim Don Laurent, Fire Chief  
David Aleshire, Assistant Fire Chief  
B.J. Cook, Code Enforcement Officer

**1. CALL TO ORDER**

Mayor Heartfield convened the Council into Regular Session on Thursday, April 13, 2023 at 9:12 a.m. in the Council Chambers of Graham City Hall, 608 Elm Street. A quorum was present.

**2. NOTICE OF POSTING: NOTICE OF THIS REGULAR CALLED MEETING OF THE CITY COUNCIL OF THE CITY OF GRAHAM TEXAS WAS DULY POSTED AT A PLACE READILY ACCESSIBLE TO THE PUBLIC AT LEAST 72 HOURS PRIOR TO THE DATE AND TIME OF THIS MEETING, IN ACCORDANCE WITH THE TEXAS OPEN MEETINGS ACT.**

**3. PUBLIC FORUM**

-Rebekah Schultheis stated she has her written plans for her new RV Park named Wild Fire Ranch and variances/modifications requests of the ordinance that she submitted to City Manager Eric Garretty for review.

**4. REPORTS**

Individual Department Heads provided overviews for Council of ongoing updates of their respective departments which included: Code Enforcement, Police Department, Public Works, Chamber of Commerce/CVB, and Arena.  
Young County Judge Edwin (Win) S. Graham IV stated the county is here to help in any way and is very pleased to see the cooperation of city and county working together. He also stated the county passed a resolution to allow consumption of alcohol on the courthouse lawn during the Food Truck Competition of Texas held on June 3<sup>rd</sup>, 2023. City Manager Eric Garretty provided reports on Lake Graham Water Level, Key Dates and Upcoming Events, and Project Status Report.

**5. CONSIDER AND ACT TO APPROVE THE MINUTES OF THE REGULAR CALLED MEETING HELD ON MARCH 30, 2023.**

Motion made by Shana Weatherbee-Wolfe and seconded by Jack Little to approve the Minutes of the Regular Called meeting held on March 30, 2023. Motion passed unanimously 5 – 0.

**6. CONSIDER AND ACT TO DIRECT THE CITY MANAGER TO DEVELOP A CENTRALIZED LOCATION FOR MOBILE FOOD VENDORS AND FURTHER, DEVELOP PROPOSED POLICIES FOR IMPLEMENTATION OF SAME.**

Motion made by Jack Little and seconded by Randy Cantin to direct the City Manager to develop a centralized location for mobile food vendors and further, develop proposed policies for implementation of same. Motion passed unanimously 5 – 0.

**7. CONSIDER AND ACT TO APPROVE THE GEOGRAPHIC BOUNDARIES OF DOWNTOWN DEVELOPMENT DISTRICT NO. 1.**

Motion made by Jeff Dickinson and seconded by Shana Weatherbee-Wolfe to approve the geographic boundaries of Downtown Development District No. 1. Motion passed unanimously 5 – 0.

8. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND CONCLUDE AN AGREEMENT FOR THE ADMINISTRATION OF THE GREGORY DIES PERMANENT FUND, A FUND WHICH PROVIDES MONETARY DONATIONS IN SUPPORT OF THE LIBRARY OF GRAHAM.**

Motion made by Jeff Dickinson and seconded by Jack Little to authorize the City Manager to negotiate and conclude an agreement for the administration of the Gregory Dies Permanent Fund, a fund which provides monetary donations in support of the Library of Graham. Motion passed unanimously 5 – 0.

9. **CONSIDER AND ACT TO APPOINT CHANCE CONDRON AND REECE ROGERS TO THE GRAHAM ECONOMIC IMPROVEMENT CORPORATION (GEIC) BOARD OF DIRECTORS, FOR A TERM OF TWO YEARS, BASED ON A FAVORABLE RECOMMENDATION FROM THE GEIC.**

Motion made by Randy Cantin and seconded by Jeff Dickinson to appoint Chance Condron and Reece Rogers to the Graham Economic Improvement Corporation (GEIC) Board of Directors, for a term of two years, based on a favorable recommendation from the GEIC. Motion passed unanimously 5 – 0.

10. **CONSIDER AND ACT TO APPROVE RESOLUTION NO. 141 AUTHORIZING AMENDMENT OF SECTION 2.01 – ‘COMPOSITION OF BOARD’, OF THE GRAHAM ECONOMIC IMPROVEMENT CORPORATION (GEIC) BYLAWS, FOR THE PURPOSE OF REVISING BOARD MEMBERSHIP REQUIREMENTS, BASED ON A FAVORABLE RECOMMENDATION FROM THE GEIC.**

Motion made by Randy Cantin and seconded by Jack Little to approve Resolution No. 141 authorizing amendment of Section 2.01 – ‘Composition of Board’, of the Graham Economic Improvement Corporation (GEIC) Bylaws, for the purpose of revising Board membership requirements, based on a favorable recommendation from the GEIC. Motion passed unanimously 5 – 0.

11. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND CONCLUDE A CONTRACT, IN AN AMOUNT NOT TO EXCEED \$6,600, FOR PROFESSIONAL SERVICES, PURSUANT TO DEVELOPMENT OF PLANS FOR CERTAIN CAPITAL IMPROVEMENTS AT THE GRAHAM MUNICIPAL AIRPORT, AND FURTHER NOTING THAT THE GRAHAM ECONOMIC IMPROVEMENT CORPORATION HAS AGREED TO PROVIDE FUNDING FOR THIS CONTRACT.**

Motion made by Jack Little and seconded by Randy Cantin to authorize the City Manager to negotiate and conclude a contract, in an amount not to exceed \$6,600, for Professional Services, pursuant to development of plans for certain capital improvements at the Graham Municipal Airport, and further noting that the Graham Economic Improvement Corporation has agreed to provide funding for this contract. Motion passed unanimously 5 – 0.

12. **DISCUSSION REGARDING A CITIZEN REQUEST FOR THE CITY COUNCIL TO COMPEL GREYHOUND LINES, INCORPORATED (DALLAS, TEXAS) TO CEASE BUS TERMINAL OPERATIONS IN THE CITY OF GRAHAM.**

City Manager Eric Garretty and Police Chief Brent Bullock discussed a citizen request for the City Council to compel Greyhound Lines, Incorporated (Dallas, Texas) to cease bus terminal operations in the City of Graham or move from current location.

13. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO MAKE THE INTERSECTION OF ROANOAKE DRIVE AND RODGERS DRIVE A FOUR-WAY STOP INTERSECTION, VICE A TWO-WAY STOP INTERSECTION.**

Motion made by Jeff Dickinson and seconded by Jack Little to table the authorization of the City Manager to make the intersection of Roanoake Drive and Rodgers Drive a four-way stop intersection, vice a two-way stop intersection. No action was taken.

14. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO ACCEPT A DONATION FROM THE OPEN DOOR CHRISTIAN SCHOOL, OF TWO CUSTOM-BUILT AQUATIC WHEELCHAIRS, WHICH WILL ENABLE PERSONS WITH DISABILITIES TO ACCESS THE CITY'S POOL FACILITY.**

Motion made by Jeff Dickinson and seconded by Shana Weatherbee-Wolfe to authorize the City Manager to accept a donation from the Open Door Christian School, of two custom-built aquatic wheelchairs, which will enable persons with disabilities to access the City's pool facility. Motion passed unanimously 5 – 0.

15. **CONSIDER AND ACT TO SET A PUBLIC HEARING FOR MAY 25, 2023 AT 8:30 A.M., IN THE COUNCIL CHAMBERS, AT 608 ELM STREET, GRAHAM, TEXAS FOR THE PURPOSE OF RECEIVING PUBLIC COMMENTS ON POTENTIAL IMPROVEMENTS TO ELM STREET, INCLUDING PROPOSALS TO RECONFIGURE THE INTERSECTIONS OF MONTGOMERY, CHERRY, AND ELM STREETS, AND TO RECEIVE COMMENTS ON THE POTENTIAL INSTALLATION OF SIDEWALKS ALONG CERTAIN SEGMENTS OF ELM STREET.**

Motion made by Jeff Dickinson and seconded by Randy Cantin to set a Public Hearing for May 25, 2023 at 8:30 a.m., in the Council Chambers, at 608 Elm Street, Graham, Texas for the purpose of receiving public comments on potential improvements to Elm Street, including proposals to reconfigure the intersections of Montgomery, Cherry, and Elm Streets, and to receive comments on the potential installation of sidewalks along certain segments of Elm Street. Motion passed unanimously 5 – 0.

16. **CONSIDER AND ACT TO APPROVE, UPON SECOND READING, ORDINANCE NO. 1147 AMENDING CHAPTER 15 – 'HOUSE TRAILERS AND TRAILER CAMPS' REVISING THE CHAPTER IN ITS ENTIRETY TO PROVIDE FOR UPDATED LANGUAGE AND ALIGN THE REGULATION OF HOUSE TRAILERS AND TRAILER CAMPS WITH CURRENT LAW AND CURRENT REGULATORY POLICIES.**

Motion made by Randy Cantin and seconded by Jeff Dickinson to amend Ordinance No. 1147 Chapter 15 – 'House Trailers and Trailer Camps' Section 15-35 to read occupancy or parking of a recreational vehicle within the recreational vehicle park extending beyond six (6) consecutive months in any twelve (12) month period shall be presumed permanent occupancy. Shana Weatherbee-Wolfe voted against. Motion passed 4 – 1.

Motion made by Jeff Dickinson and seconded by Randy Cantin to amend Ordinance No. 1147 Chapter 15 – 'House Trailers and Trailer Camps' Section 15-35 to read a recreational vehicle may not return for a period of thirty (30) days following a consecutive six (6) month stay, six (6) month stay to comply with the paragraph above. Jack Little voted against. Motion passed 4 – 1.

Motion made by Jack Little and seconded by Jeff Dickinson to approve, upon SECOND READING, Ordinance No. 1147 amending Chapter 15 – 'House Trailers and Trailer Camps' revising the Chapter in its entirety to provide for updated language and align the regulation of house trailers and trailer camps with current law and current regulatory policies. Motion passed unanimously 5 – 0.

17. **PRESENTATION BY THE CITY MANAGER ON CONSIDERATIONS FOR THE FISCAL YEAR 2023-2024 PROPOSED BUDGET.**

City Manager Eric Garretty presented on considerations for the Fiscal Year 2023-2024 proposed budget.

18. **DISCUSSION REGARDING PROPOSED FUTURE AGENDA ITEMS.**

No discussion regarding proposed future agenda items.

19. **RECESS INTO EXECUTIVE SESSION UNDER THE FOLLOWING PROVISION OF THE TEXAS LOCAL GOVERNMENT CODE:** Mayor Alex Heartfield convened the

Council into Executive Session at 11:10 a.m.

**Sec. 551.072 – Deliberations About Real Property**

- Deliberations regarding an offer to purchase Lake Lot No. 135, and;

- Deliberations regarding the replat of Plat 5 which pertains to certain lake lots on the west side of Lake Graham, and;

- Deliberations regarding an offer for the sale of certain real property in the vicinity of the Lake Eddelman RV Park.

**20. RECONVENE FROM EXECUTIVE SESSION AND TAKE ACTION, AS REQUIRED.**

Mayor Alex Heartfield reconvened from Executive Session at 11:34 a.m.

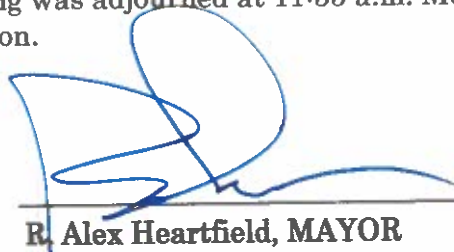
Motion made by Jeff Dickinson and seconded by Shana Weatherbee-Wolfe to approve an offer to purchase Lake Lot No. 135. Motion passed unanimously 5 – 0.

Motion made by Jeff Dickinson and seconded by Randy Cantin to approve the replat of Plat 5 which pertains to certain lake lots on the west side of Lake Graham. Motion passed unanimously 5 – 0.

Deliberations regarding an offer for the sale of certain real property in the vicinity of the Lake Eddleman RV Park. No action taken.

**21. ADJOURNMENT.**

There being no further business, the meeting was adjourned at 11:35 a.m. Motion made by Jack Little and seconded by Jeff Dickinson.



R. Alex Heartfield, MAYOR



Marci Bueno, City Secretary/Financial Officer