

**GRAHAM CITY COUNCIL
REGULAR SESSION
APRIL 27, 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
Marci Bueno, City Secretary
Grant Ingram, Assistant City Manager
Sandra Helvey, Executive Assistant
Randall Dawson, Director of Public Works/Building Official
Brent Bullock, Chief of Police
David Aleshire, Assistant Fire Chief
B.J. Cook, Code Enforcement Officer
James Reeves, Municipal Judge
Kelly LaFarge, Library Director
Jack Edwards, Street Supervisor
Justin Howard, Wastewater Supervisor
Dennis Fellows, Water Plant Supervisor
Joel Williams, Convenience Station Manager
Toni Elliott, Arena Manager

1. CALL TO ORDER

Mayor Heartfield convened the Council into Regular Session on Thursday, April 27, 2023 at 8:30 a.m. in the Council Chambers of Graham City Hall, 608 Elm Street. A quorum was present.

2. OPENING PRAYER

Mayor Alex Heartfield led the invocation.

3. PROCLAMATION: A PROCLAMATION BY MAYOR ALEX HEARTFIELD PROCLAIMING APRIL 30 – MAY 6, 2023 AS “PROFESSIONAL MUNICIPAL CLERK’S WEEK”.

Mayor Alex Heartfield presented a Proclamation proclaiming April 30 – May 6, 2023 as “Professional Municipal Clerk’s Week”.

4. PUBLIC FORUM

Larry Fields thanked and recognized the police department for their help over the weekend.

5. STATE OF THE CITY ADDRESS BY MAYOR HEARTFIELD

Mayor Heartfield gave a State of the City Address.

6. REPORTS

Individual Department Heads provided overviews for Council of ongoing updates of their respective departments which included: Code Enforcement, Police Department, Municipal Court, Library, Public Works, Chamber of Commerce/CVB, Arena, Convenience Station and GEIC.

City Manager Eric Garretty provided reports on Lake Graham Water Level, Key Dates and Upcoming Events, 24-inch waterline second repair, Hotel/Motel Occupancy Tax Report, Update on Intersection of Roanoake Drive and Rodgers Drive, along with Project Status Report.

7. PRESENTATION OF THE CITY OF GRAHAM AUDITED FINANCIAL STATEMENTS, FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2022, BY VALERIE HALVERSON OF MWH GROUP, A PROFESSIONAL CORPORATION (WICHITA FALLS, TEXAS).

Valerie Halverson of MWH Group presented on the City of Graham Audited Financial Statements for the Fiscal Year ending September 30, 2022.

8. PRESENTATION OF THE SALES TAX REPORT DETAILING FEBRUARY SALES TAX REVENUE.

Financial Officer Marci Bueno reviewed the sales tax report detailing February 2023 sales tax revenue.

9. CONSIDER AND ACT TO APPROVE THE MINUTES OF THE PUBLIC HEARINGS, AND REGULAR CALLED MEETING, HELD ON APRIL 13, 2023.

Motion made by Shana Weatherbee-Wolfe and seconded by Jeff Dickinson to approve the Minutes of the Public Hearings, and Regular Called Meeting, held on April 13, 2023. Motion passed unanimously 5 – 0.

10. CONSIDER AND ACT TO APPROVE THE FINANCIAL REPORTS FOR THE PERIOD ENDING MARCH 31, 2023.

Motion made by Jack Little and seconded by Randy Cantin to approve the Financial Reports for the period ending March 31, 2023. Motion passed unanimously 5 – 0.

11. CONSIDER AND ACT TO APPROVE THE QUARTERLY INVESTMENT REPORT FOR THE PERIOD JANUARY 1, 2023 THROUGH MARCH 31, 2023.

Motion made by Randy Cantin and seconded by Jack Little to approve the Quarterly Investment Report for the period January 1, 2023 through March 31, 2023. Motion passed unanimously 5 – 0.

12. CONSIDER AND ACT TO APPROVE, UPON THIRD AND FINAL 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; AND FURTHER INCORPORATING SUCH CHANGES TO THE DRAFT ORDINANCE AS MAY BE DULY AUTHORIZED BY MAJORITY VOTE OF THE CITY COUNCIL.

Connor Stamper voiced his concerns about RV Parks and hopes the best for the city for the future. Rebekah Schultheis expressed her concerns about the length of extended stays for her new RV Park named Wild Fire Ranch.

Motion made by Randy Cantin and seconded by Jack Little to amend Ordinance No. 1147 Chapter 15 – ‘House Trailers and Trailer Camps’ Section 15-35, paragraph a, to read occupancy or parking of a recreational vehicle within the recreational vehicle park extending beyond twelve (12) consecutive months shall be presumed permanent occupancy and is hereby prohibited, paragraph b, to read a recreational vehicle may not return for a period of 30 days following a consecutive twelve-month stay. Motion passed unanimously 5 – 0.

Motion made by Jack Little and seconded by Randy Cantin to approve, upon THIRD AND FINAL 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; and further incorporating such changes to the draft Ordinance as may be duly authorized by majority vote of the City Council. Motion passed unanimously 5 – 0.

13. CONSIDER AND ACT TO APPROVE, UPON FIRST READING, ORDINANCE NO. 1148 AMENDING APPENDIX A – ‘ZONING ORDINANCE’, ARTICLE 11 – ‘PLANNED DEVELOPMENT DISTRICT’ BY ADDING SECTION 4.1 – ‘DOWNTOWN DEVELOPMENT DISTRICT NO. 1’ FOR THE PURPOSE OF DEFINING AND DESCRIBING THE GEOGRAPHIC BOUNDARIES OF THE PROPOSED DISTRICT, AND RELATED PROVISIONS.

Motion made by Shana Weatherbee-Wolfe and seconded by Randy Cantin to approve, upon FIRST READING, Ordinance No. 1148 amending Appendix A – ‘Zoning Ordinance’, Article 11 – ‘Planned Development District’ by adding Section 4.1 – ‘Downtown Development District No. 1’ for the purpose of defining and describing the

geographic boundaries of the proposed District, and related provisions. Motion passed unanimously 5 – 0.

14. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO ADVERTISE FOR BIDS FOR CONSTRUCTION OF CERTAIN IMPROVEMENTS RELATED TO THE “WHITE ROSE ROAD BOAT RAMP” IMPROVEMENTS PROJECT.**

Motion made by Jeff Dickinson and seconded by Jack Little to authorize the City Manager to advertise for bids for construction of certain improvements related to the “White Rose Road Boat Ramp” improvements project. Motion passed unanimously 5 – 0.

15. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO ADVERTISE FOR BIDS FOR CONSTRUCTION OF CERTAIN CAPITAL IMPROVEMENTS RELATED TO THE “GRAHAM NEW WATER SUPPLY PIPELINE” CAPITAL PROJECT.**

Motion made by Jack Little and seconded by Randy Cantin to authorize the City Manager to advertise for bids for construction of certain capital improvements related to the “Graham New Water Supply Pipeline” capital project. Motion passed unanimously 5 – 0.

16. **CONSIDER AND ACT TO ESTABLISH THE ‘TRANSPORTATION IMPROVEMENTS COMMITTEE’ FOR THE INITIAL PURPOSE OF RECOMMENDING MOBILITY AND TRAFFIC IMPROVEMENTS ALONG ELM STREET AND FURTHER, NOMINATING AND APPOINTING THE FOLLOWING SLATE OF COMMITTEE MEMBERS:**

Randall Dawson
Sonia Marie Ramos
Zachary Husen
Grant Ingram
Jack Edwards
Shane Kernell

Motion made by Jeff Dickinson and seconded by Jack Little to table, establishing the ‘Transportation Improvements Committee’ for the initial purpose of recommending mobility and traffic improvements along Elm Street and further, nominating and appointing a slate of Committee members. No action was taken.

17. **CONSIDER AND ACT TO APPOINT A CURRENT COUNCILMEMBER TO SERVE AS COUNCIL REPRESENTATIVE TO THE TRANSPORTATION IMPROVEMENTS COMMITTEE.**

Consider and act to appoint a current Councilmember to serve as Council Representative to the Transportation Improvements Committee was withdrawn. No action taken.

18. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO FORMALLY REQUEST THAT GREYHOUND BUS LINES INCORPORATED (DALLAS, TEXAS) MOVE THE LOCATION OF THE CURRENT GRAHAM BUS STATION.**

Motion made by Jack Little and seconded by Randy Cantin to authorize the City Manager to formally request that Greyhound Bus Lines Incorporated (Dallas, Texas) move the location of the current Graham Bus Station. Motion passed unanimously 5 – 0.

19. **CONSIDER AND ACT TO CANCEL THE CURRENTLY SCHEDULED REGULAR CALLED MEETING FOR JUNE 8, 2023.**

Motion made by Jeff Dickinson and seconded by Shana Weatherbee-Wolfe to cancel the currently scheduled Regular Called Meeting for June 8, 2023. Motion passed unanimously 5 – 0.

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

No future agenda items discussed.

21. **RECESS INTO EXECUTIVE SESSION UNDER THE FOLLOWING PROVISION OF THE TEXAS LOCAL GOVERNMENT CODE:** Mayor Alex Heartfield convened the Council into Executive Session at 10:29 a.m.

Sec. 551.072 – Deliberations About Real Property

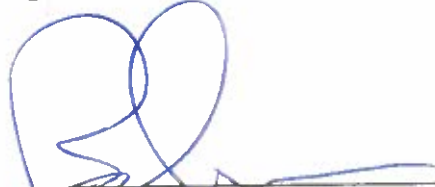
- Deliberations regarding proposed Declarations, Easements, and Restrictions on Plat 5 which is related to certain real property on the west side of Lake Graham; and
- Deliberations regarding the acquisition of certain right-of-way easements in the vicinity of the Water Treatment Plant; and
- Deliberations regarding preliminary requests for lease of certain real property owned by the City of Graham in the vicinity of Lake Graham and Lake Eddleman; and
- Deliberations regarding an offer for the sale of certain real property in the vicinity of the Lake Eddleman RV Park.

22. **RECONVENE FROM EXECUTIVE SESSION AND TAKE ACTION, AS REQUIRED.** Mayor Alex Heartfield reconvened from Executive Session at 11:26 a.m.

Motion made by Jeff Dickinson and seconded by Shana Weatherbee-Wolfe to approve the Declarations, Easements, and Restrictions on Plat 5 which is related to certain real property on the west side of Lake Graham. Motion passed unanimously 5 – 0.

23. **ADJOURNMENT.**

There being no further business, the meeting was adjourned. Motion made by Jack Little and seconded by Alex Heartfield.



R. Alex Heartfield, MAYOR



Marci Bueno, City Secretary/Financial Officer