GRAHAM CITY COUNCIL
REGULAR SESSION
JUNE 25, 2026

COUNCIL MEMBERS PRESENT
Mayor: Alex Heartfield
Councilmember Place 1: Sarah Lundgren
Mayor Pro-Tem/Place 2: Jeff Dickinson
Councilmember Place 3: Jack Little

COUNCIL MEMBERS ABSENT
Councilmember Place 4: Brendan Weatherman

STAFF PRESENT
Eric Garretty, City Manager
Marci Bueno, City Secretary/Finance Director
Brent Bullock, Chief of Police
Carla Ritchie, Municipal Court Clerk
Cassie Short, Executive Assistant
Chris Denney, IT Director
Cole Epperson, Fire Captain
DeAnna Bullock, Library Director
Jim Don Laurent, Fire Chief
Jim Reeves, Municipal Court Judge
Julie Elrod, Young County Arena Manager
Melinda Brown, Assistant City Manager, GEIC/GIA Executive Director
Mike Watts, Animal Control Officer
Randall Dawson, Director of Public Works
Scott Bell, Airport Manager

1. CALL TO ORDER
   Mayor Alex Heartfield called the meeting to order at 8:30 a.m.

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 THREE BUSINESS DAYS PRIOR TO THE DATE AND TIME OF THIS MEETING, IN ACCORDANCE WITH THE TEXAS OPEN MEETINGS ACT.

3. OPENING PRAYER FOLLOWED BY U.S. PLEDGE AND TEXAS PLEDGE
   Gary Elrod led the invocation followed by the U.S. Pledge and Texas Pledge.

4. ROLL CALL OF MEMBERS PRESENT
   Mayor: Alex Heartfield
   Councilmember Place 1: Sarah Lundgren
   Mayor Pro-Tem/Place 2: Jeff Dickinson
   Councilmember Place 3: Jack Little

5. CEREMONY, ANNOUNCMENT, AND PROCLAMATION:
   City Manager Eric Garretty and Mayor Alex Heartfield presented the following:

   a. **Ceremony** – Administration of the Oath of Office to Police Officer Travis Poteet; and

   b. **Announcement** – Young County Independence Day Celebration – July 4, 2026; and

   c. **Mayor's Proclamation**: Honoring service to the nation and community.

6. PUBLIC FORUM
   Judy Brown stated she appreciates the ordinance that was put in place for electric scooter restrictions. Also stated if the data center comes to the area they need to also have restrictions and guidelines.
   Mary Brown stated she is against the data center. She encouraged the Council to look at the cost of living and the effects it would have on the citizens.
   Ryan Mote stated his opinion that the City holds the key to sewer and water availability to the data center. He also read off a Public Information Request he

received from the Young County Judge regarding the pressure the City Council is under.

7. REPORTS
Individual Department Heads provided overview for Council on ongoing updates of their respective departments which included: Code Enforcement, Animal Control, Police, Fire, Municipal Court, Airport, Library, Arena, GEIC, Auditorium, Public Works, and Administration.
City Manager Eric Garretty provided reports on the Lake Graham Water Level, Key Dates and Upcoming Events, Boards Update, Financials Update – Water Fund and Arena Fund, Project Status Report, Hotel Occupancy Tax Report collected during April 2026, and the Sales Tax Report collected during April 2026.

8. CONSENT AGENDA.
Following a motion made by Jeff Dickinson and seconded by Sarah Lundgren, the following Consent Agenda was approved unanimously 4 – 0.

   a. Approve the Minutes of the Public Hearing and Special Called Meeting held on **June 9, 2026**; and.

   b. Approve the Minutes of the Regular Called Meeting held on **June 11, 2026**.

9. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO CONCLUDE A CONTRACT FOR THE PURCHASE OF A CERTAIN FIRE APPARATUS, IN THE AMOUNT OF ONE MILLION NINE HUNDRED FOUR THOUSAND ONE HUNDRED FIFTY-SIX DOLLARS AND NO CENTS ($1,904,156.00), FROM SIDDONS-MARTIN EMERGENCY GROUP, INCORPORATED (HOUSTON, TEXAS), NOTING THAT SAID FIRE APPARATUS IS BEING PURCHASED FOR THE PROVISION OF FIRE/RESCUE SERVICES IN THE CITY OF GRAHAM, AND FURTHER NOTING THAT SAID PURCHASE IS EFFECTED THROUGH A COOPERATIVE PURCHASING AGREEMENT AND ADVERTISEMENT OF A REQUEST FOR BIDS IS NOT REQUIRED.**
Motion made by Jack Little and seconded by Jeff Dickinson to authorize the City Manager to conclude a contract for the purchase of a certain Fire Apparatus, in the amount of one million nine hundred four thousand one hundred fifty-six dollars and no cents ($1,904,156.00), from Siddons-Martin Emergency Group, Incorporated (Houston, Texas), noting that said Fire Apparatus is being purchased for the provision of fire/rescue services in the City of Graham, and further noting that said purchase is effected through a cooperative purchasing agreement and advertisement of a request for bids is not required. Motion passed unanimously 4 – 0.

10. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO APPROVE A VARIANCE REQUEST FROM DEBORAH RICHARDSON TO RESIDE IN A RECREATIONAL VEHICLE (RV) AT HER RESIDENCE FOR A PERIOD OF 90 DAYS, AND FURTHER AUTHORIZE THE CITY MANAGER TO GRANT AN EXTENSION OF UP TO AN ADDITIONAL 90 DAYS, WITH SAID RV TO BE LOCATED AT 1102 PECAN STREET, GRAHAM, TEXAS; NOTING THAT SUCH REQUEST IS MADE PURSUANT TO PROJECT TO MAKE THE SITE READY FOR THE EMPLACEMENT OF A MANUFACTURED HOME, AND FURTHER NOTING THAT THE PLANNING AND ZONING COMMISSION RECOMMENDED APPROVAL OF THIS REQUEST.**
Motion made by Jeff Dickinson and seconded by Sarah Lundgren to authorize the City Manager to approve a variance request from Deborah Richardson to reside in a Recreational Vehicle (RV) at her residence for a period of 90 days, and further authorize the City Manager to grant extension of up to an additional 90 days, with said RV to be located at **1102 Pecan Street**, Graham, Texas; noting that such request is made pursuant to project to make the site ready for the emplacement of a manufactured home, and further noting that the Planning and Zoning Commission recommended approval of this request. Motion passed unanimously 4 – 0.

11. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO ISSUE FINAL APPROVAL FOR REQUEST TO REMODEL A CERTAIN STRUCTURE LOCATED AT 746 ELM STREETM GRAHAM, TEXAS, BASED ON A REQUEST FROM BRADLEY AND LAUREN FAILS, NOTING THAT (A) SAID STRUCTURE LIES WITHIN PLANNED DEVELOPMENT DISTRICT NO. 1 (PDD 1), (B) REMODELING WORK IN PDD1 REQUIRES FORMAL APPROVAL BY THE CITY COUNCIL; AND (C) THE PLANNING AND ZONING COMMISSION RECOMMENDED APPROVAL OF THIS REQUEST.**

Motion made by Sarah Lundgren and seconded by Jack Little to authorize the City Manager to issue final approval for request to remodel a certain structure located at **746 Elm Street**, Graham, Texas, based on a request from Bradley and Lauren Fails, noting that (a) said structure lies within Planned Development District No. 1 (PDD 1), (b) remodeling work in PDD 1 requires formal approval by the City Council; and (c) the Planning and Zoning Commission recommended approval of this request. Motion passed unanimously 4 – 0.

12. **CONSIDER AND ACT TO APPROVE AND ADOPT, ON FIRST AND FINAL READING, RESOLUTION NO, 255, A RESOLUTION WHICH AUTHORIZES THE CITY MANAGER TO APPLY FOR, AND ACCEPT, A GRANT OF UP TO ONE HUNDRED FIFTY THOUSAND DOLLARS AND NO CENTS ($150,000.00), FROM THE WICHITA FALLS AREA COMMUNITY FOUNDATION, WITH SUCH GRANT MONIES RESERVED FOR REPLACEMENT OF CERTAIN HEATING, VENTILATION, AND AIR CONDITIONING (HVAC) INFRASTRUCTURE AT THE LIBRARY OF GRAHAM, AND FURTHER NOTING MONIES ARE ALSO RESERVED FOR THE CONDUCT OF ONGOING BUILDING MAINTENANCE AT SAME; AND FURTHER NOTING THAT SAID GRANT HAS NO MATCH REQUIREMENT.**
Motion made by Jack Little and seconded by Sarah Lundgren to approve and adopt, on FIRST AND FINAL READING, **Resolution No. 255**, a Resolution which authorizes the City Manager to apply for, and accept, a grant of up to one hundred fifty thousand dollars and no cents ($150,000.00), from the Wichita Falls Area Community Foundation, with such grant monies reserved for replacement of certain Heating, Ventilation, and Air Conditioning (HVAC) infrastructure at the Library of Graham, and further noting monies are also reserved for the conduct of ongoing building maintenance at same; and further noting that said grant has no match requirement. Motion passed unanimously 4 – 0.

13. **CONSIDER AND ACT TO APPROVE AND ADOPT, ON FIRST AND FINAL READING, RESOLUTION NO. 256, A RESOLUTION WHICH AUTHORIZES THE CITY MANAGER TO ACCEPT A GRANT, IN THE AMOUNT OF FIVE THOUSAND SIX HUNDRED NINETY-FIVE DOLLARS AND NO CENTS ($5,695.00), FROM THE TEXAS A & M FOREST SERVICE, UNDER THE RURAL VOLUNTEER FIRE DEPARTMENT INSURANCE ASSISTANCE PROGRAM, NOTING THAT SUCH GRANT SHALL BE CREDITED TO PREVIOUSLY PAID WORKERS' COMPENSATION INSURANCE PREMIUMS FOR GRAHAM FIRE/RESCUE DEPARTMENT PERSONNEL; AND FURTHER NOTING THAT SAID GRANT HAS NO MATCH REQUIREMENT.**
Motion made by Jack Little and seconded by Sarah Lundgren to approve on FIRST AND FINAL READING, **Resolution No. 256**, a Resolution which authorizes the City Manager to accept a grant, in the amount of five thousand six hundred ninety-five dollars and no cents ($5,695.00), from the Texas A & M Forest Service, under the Rural Volunteer Fire Department Insurance Assistance Program, noting that such grant shall be created to previously paid Workers' Compensation insurance premiums for Graham Fire/Rescue Department personnel; and further noting that said grant has no match requirement. Motion passed unanimously 4 – 0.

14. **CONSIDER AND ACT TO APPROVE AND ADOPT, ON FIRST AND FINAL READING, RESOLUTION NO. 257, A RESOLUTION WHICH AUTHORIZES CITY MANAGER ERIC GARRETTY TO FILE AN APPLICATION FOR GRANT FUNDING WITH THE TEXAS WATER DEVELOPMENT BOARD, IN AN AMOUNT UP TO FIVE MILLION DOLLARS AND NO CENTS ($5,000,000.00), DESIGNATES SAME AS THE CITY'S AUTHORIZED OFFICIAL, AND FURTHER DESIGNATES AN ENGINEER, FINANCIAL ADVISOR, AND BOND COUNSEL TO ASSIST WITH THE PREPARATION OF SAID GRANT; PURSUANT TO A GRANT APPLICATION FOR THE 'WATER REUSE FILL STATION AND STORAGE TANK' PROJECT; NOTING THAT SAID GRANT HAS NO MATCH REQUIREMENT.**
Motion made by Jack Little and seconded by Sarah Lundgren to WITHDRAW **Resolution No. 257**, a Resolution which authorizes City Manager Eric Garretty to file an application for grant funding with the Texas Water Development Board, in an amount of up to five million dollars and no cents ($5,000,000.00), designates same as the City's Authorized Official, and further designates an Engineer, Financial Advisor, and Board Counsel to assist with the preparation of said grant; pursuant to a grant application for the 'Water Reuse Fill Station and Storage Tank' project; noting that said grant has no match requirement. Motion passed unanimously 4 – 0.

15. **CONSIDER AND ACT TO APPROVE AND ADOPT, ON FIRST AND FINAL READING, RESOLUTION NO. 258, A RESOLUTION WHICH ACCEPTS AND**

APPROVES THE GRAHAM ECONOMIC IMPROVEMENT CORPORATION'S FISCAL YEAR 2026-2027 ANNUAL BUDGET.

Motion made by Sarah Lundgren and seconded by Jeff Dickinson to approve and adopt, on FIRST AND FINAL READING, **Resolution No. 253**, a Resolution which accepts and approves the Graham Economic Improvement Corporation's Fiscal Year 2026-2027 annual budget, AS AMENDED. Motion passed unanimously 4 – 0.

16. **CONSIDER AND ACT TO APPROVE AND ADOPT, ON FIRST AND FINAL READING, RESOLUTION NO. 259, A RESOLUTION WHICH ADOPTS FINANCIAL POLICY STATEMENT NO. 6, ATTACHED AS EXHIBIT A, A CERTAIN FINANCIAL POLICY WHICH CREATES THE 'RESERVE FOR CAPITAL DEBT' FUND (FUND NO. 89), WHICH IN TURN PROVIDES FOR THE CREATION OF A RESERVE FUND TO SUPPORT THE PERIODIC PAYMENT OF DEBT SERVICE RELATED TO OUTSTANDING DEBT OBLIGATIONS OF THE CITY; AND FURTHER, SAID RESOLUTION AUTHORIZES THE TRANSFER OF MONIES FROM THE LAKE FUND, GENERAL FUND, AND SEWER CAPITAL FUND, IN THE AMOUNTS SPECIFIED AT EXHIBIT B TO SAID RESOLUTION, IN SUPPORT OF THE CREATION OF SAID FUND.**

Motion made by Jack Little and seconded by Jeff Dickinson to approve and adopt, on FIRST AND FINAL READING, **Resolution No. 259**, a Resolution which adopts Financial Policy Statement No. 6, attached as Exhibit A, a certain financial policy which creates the '**Reserve for Capital Debt**' Fund (Fund No. 89), which in turn provides for the creation of a reserve fund to support the periodic payment of debt service related to outstanding debt obligations of the City; and further, said Resolution authorizes the transfer of monies from the Lake Fund, General Fund, and Sewer Capital Fund, in the amounts specified at Exhibit B to said Resolution, in support of the creation of said Fund. Motion passed unanimously 4 – 0.

17. **CONSIDER AND ACT TO APPROVE, ON THIRD AND FINAL READING, ORDINANCE NO. 1218, AMENDING CHAPTER 25, SECTION 25-13 "WATER SERVICE CHARGES – GENERALLY", AND SECTION 25-16 – "SEWER SERVICE CHARGES", OF THE CODE OF ORDINANCES (AS AMENDED), TO PROVIDE FOR: (A) A SEVEN PERCENT INCREASE TO CURRENT BASE AND VOLUMETRIC WATER SERVICE CHARGES, (B) INSTITUTION OF A CAPTIAL SURCHARGE OF SEVENTEEN DOLLARS AND TWENTY-FIVE CENTS ($17.25) PER MONTH RELATED TO DEBT SERVICE PAYMENTS FOR THE REHABILITATION OF THE WASTEWATER TREATMENT PLANT, AND (C) A THREE PERCENT INCREASE IN CURRENT SEWER SERVICE BASE AND VOLUMETRIC SERVICE CHARGES; WITH SUCH INCREASES TO BE EFFECTIVE WITH THE BILLING PERIOD BEGINNING OCTOBER 15, 2026; AND FURTHER, PROVIDNG FOR AMENDMENT OF SAID ORDINANCE AT THIRD AND FINAL READING.**

Motion made by Jack Little and seconded by Sarah Lundgren to approve, on THIRD AND FINAL READING, **Ordinance No. 1218**, amending Chapter 25, section 25-13 "Water Service Charges – Generally", and Section 25-16 – "Sewer Service Charges", of the Code of Ordinances (as amended), to provide for: (a) a seven percent increase to current base and volumetric water service charges, (b) institution of a Capital Surcharge of seventeen dollars and twenty-five cents ($17.25) per month related to debt service payments for the rehabilitation of the Wastewater Treatment Plant, and (c) a three percent increase in current sewer service base and volumetric service charges; with such increases to be effective with the billing period beginning **October 15, 2026**; and further, providing for amendment of said Ordinance at THIRD AND FINAL READING. Motion passed unanimously 4 – 0.

18. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO DECLARE BLACKSMITH VENTURES, A TEXAS LIMITED LIABILITY COMPANY (BRYSON, TEXAS), AS THE BEST VALUE BIDDER IN RESPONSE TO A DULY ADVERTISED REQUEST FOR BIDS (RFB) RELATED TO CERTAIN ROADWAY PAVING PROJECTS AS IDENTIFIED IN SAID RFB; AND FURTHER, AUTHORIZE SAME TO NEGOTIATE AND CONCLUDE A CONTRACT FOR PAVING SERVICES WITH THE SELECTED VENDOR, IN AN AMOUNT NOT TO EXCEED FOUR HUNDRED EIGHTY-SIX THOUSAND DOLLARS AND NO CENTS ($486,000.00), NOTING THAT SAID AMOUNT CONTAINS A TEN PERCENT CONTINGENCY FOR MATERIALS PRICING CHANGES.**

Motion made by Jack Little and seconded by Jeff Dickinson to authorize the City Manager to declare Blacksmith Ventures, a Texas Limited Liability Company (Bryson, Texas), as the best value bidder in response to a duly advertised Request for Bids (RFB) related to certain roadway paving projects as identified in said RFB; and further, authoring same to negotiate and conclude a contract for paving services with

the selected vendor, in an amount no to exceed four hundred eighty-six thousand dollars and no cents ($486,000.00), noting that said amount contains a ten percent contingency for materials pricing changes. Motion passed unanimously 4 – 0.

19. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND CONCLUDE A PROFESSIONAL SERVICES AGREEMENT, IN AN AMOUNT NOT TO EXCEED TEN THOUSAND DOLLARS AND NO CENTS ($10,000.00), WITH FREESE AND NICHOLS INCORPORATED (FORT WORTH, TEXAS), WITH SUCH AGREEMENT PERTAINING TO THE DEVELOPMENT OF A REQUEST FOR QUALIFICATIONS (RFQ) ADVERTISEMENT WHICH WILL SOLICIT FOR QUALIFICATIONS RELATED TO THE DESIGN SERVICES, ENGINEERING SERVICES, AND RESIDENT PROJECT REPRESENTATIVE SERVICES, THAT WILL BE REQUIRED FOR THE WASTEWATER TREATMENT PLAN REHABILITATION PROJECT – PHASE 1.**
Motion made by Jack Little and seconded by Jeff Dickinson to direct the City Manager to retain Freese and Nichols Incorporated (Fort Worth, Texas for the Wastewater Treatment Plan Rehabilitation Project – Phase 1, AS AMENDED. Motion passed unanimously 4 – 0.

20. **DISCUSSION REGARDING A REQUEST FROM CITY STAFF TO CEASE PLACEMENT OF BANNERS ACROSS ELM STREET IN THE INTEREST OF TRAFFIC SAFETY ALONG SAME.**
City Manager Eric Garretty and Street Supervisor Jack Edwards discussed a request from City Staff to cease placement of banners across Elm Street in the interest of traffic safety along same.

21. **DISCUSSION REGARDING THE CURRENT POLICY FOR THE SELECTION OF ROADWAYS FOR INCLUSION IN THE CAPITAL IMPROVEMENT PLAN.**
Public Works Director Randall Dawson and Street Supervisor Jack Edwards discussed the current policy for the selection of roadways for inclusion in the Capital Improvement Plan.

22. **PRESENTATION OF THE DRAFT "REVISED PERSONNEL POLICIES AND PROCEDURES MANUAL" TO THE CITY COUNCIL FOR REVIEW.**
City Manager Eric Garretty and City Secretary Marci Bueno presented the draft "Revised Personnel Policies and Procedures Manual" to the City Council for review.

23. **DISCUSSION REGARDING IMPLEMENTATION OF A CHANGE TO THE SCHEDULING OF PAYROLL PAYMENTS TO EMPLOYEES.**
City Manager Eric Garretty and City Secretary Marci Bueno discussed the implementation of a change to the scheduling of payroll payments to employees.

24. **DISCUSSION REGARDING PROPOSED FUTURE AGENDA ITEMS.**
Future Agenda items include the first reading of Capital Improvement Plan, consider and act for payroll schedule changes, and fees for hanging banners on Third Street.

25. **RECESS INTO EXECUTIVE SESSION UNDER THE FOLLOWING PROVISIONS OF THE TEXAS GOVERNMENT CODE:** Mayor Alex Heartfield recessed the Council into Executive Session at 9:30 a.m.

    a. **Sec. 552.071 – Consultation with the City's Attorney**

    (1) Consult with the City's Attorney regarding the factual background, legal issues, and lawful options related to a draft economic development Letter of Intent from Headwaters Site Development Group; and

    (2) Consult with the City's Attorney regarding the factual background, legal issues, and lawful options related to the pending termination of an existing Project Development Agreement between the City and Plug Power Limestone Incorporated.

26. **RECONVENE FROM EXECUTIVE SESSION AND TAKE SUCH ACTION AS MAY BE REQUIRED.** Mayor Alex Heartfield reconvened the Council from Executive Session at 11:13 a.m.

    NO ACTION WAS TAKEN.

27. **ADJOURNMENT.**

There being no further business, the meeting was adjourned at 12:34 p.m. Motion made by Jack Little and seconded by Alex Heartfield.

R. Alex Heartfield, Mayor

Marci Bueno, City Secretary/Finance Director