GRAHAM CITY COUNCIL
PUBLIC HEARING NO. 1
PROPOSED FISCAL YEAR 2024-2025 BUDGET
AUGUST 15, 2024

COUNCIL MEMBERS PRESENT
Mayor: Alex Heartfield
Mayor Pro-Tem/Place 1: Shana Weatherbee-Wolfe
Councilmember Place 2: Jeff Dickinson
Councilmember Place 3: Jack Little
Councilmember Place 4: Brant Lundgren

COUNCIL MEMBERS ABSENT
None.

STAFF PRESENT
Eric Garretty, City Manager
Marci Bueno, City Secretary/Financial Official
B.J. Cook, Code Enforcement Officer
Brent Bullock, Chief of Police
Carla Ritchie, Municipal Court Clerk
Cassie Kieschnick, Executive Assistant
Chris Denney, IT Director
David Aleshire, Assistant Fire Chief
Deanna Bullock, Library Director
Grant Ingram, Assistant City Manager
Jim Don Laurent, Fire Chief
Jon Delamarter, Airport Manager
Kyle Ford, Police Lieutenant
Randall Dawson, Director of Public Works/Building Official

1. **CALL TO PUBLIC HEARING NO. 1 TO ORDER**
   Mayor Alex Heartfield called the Public Hearing to order at 8:30 a.m.

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

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

4. **PURPOSE OF HEARING.** THE PURPOSE OF THIS PUBLIC HEARING IS TO RECEIVE PUBLIC COMMENTS REGARDING THE PROPOSED FISCAL YEAR 2024-2025 ANNUAL BUDGET.

5. **NOTICE POSTED.** NOTICE OF THIS PUBLIC HEARING WAS DULY ADVERTISED IN A NEWSPAPER OF LOCAL CIRCULATION ON JULY 31, 2024 AND ALSO DULY POSTED ON THE CITY'S WEBSITE. NOTICE OF THIS PUBLIC HEARING AGENDA WAS POSTED AT LEAST 72 HOURS PRIOR TO THE DATE AND TIME OF THIS PUBLIC HEARING, IN ACCORDANCE WITH THE TEXAS OPEN MEETINGS ACT.

6. **PRESENTATION. PRESENTATION BY THE CITY MANAGER ON THE PROPOSED FISCAL YEAR 2024-2025 ANNUAL BUDGET.**
   City Manager Eric Garretty presented the Proposed Fiscal Year 2024 – 2025 Annual Budget.

7. **PUBLIC COMMENTS.**
   Carol Willis- Stated her concerns on the increases affecting the citizens who are on fixed incomes.

8. **COUNCILMEMBER COMMENTS.**
   None.

9. **CONSIDER AND ACT TO DELAY ADOPTION OF THE PROPOSED FISCAL YEAR 2024-2025 BUDGET UNTIL ON OR AFTER AUGUST 29, 2024.**
Motion made by Jeff Dickinson and seconded by Brant Lundgren to delay adoption of the proposed Fiscal Year 2024-2025 budget until on or after **August 29, 2024.** Motion passed unanimously 5 – 0.

10. **ADJOURN PUBLIC HEARING NO. 1.**
The public hearing was adjourned at 9:13 a.m.

GRAHAM CITY COUNCIL
PUBLIC HEARING NO. 2
INCREASE TO SEWER CONNECTION CHARGES, INCREASE TO WATER TAPPING FEES, INCREASE TO WATER SERVICE CHARGES, AND INCREASE TO SEWER SERVICE CHARGES
AUGUST 15, 2024

COUNCIL MEMBERS PRESENT
Mayor: Alex Heartfield
Mayor Pro-Tem/Place 1: Shana Weatherbee-Wolfe
Councilmember Place 2: Jeff Dickinson
Councilmember Place 3: Jack Little
Councilmember Place 4: Brant Lundgren

COUNCIL MEMBERS ABSENT
None.

STAFF PRESENT
Eric Garretty, City Manager
Marci Bueno, City Secretary/Financial Official
B.J. Cook, Code Enforcement Officer
Brent Bullock, Chief of Police
Carla Ritchie, Municipal Court Clerk
Cassie Kieschnick, Executive Assistant
Chris Denney, IT Director
David Aleshire, Assistant Fire Chief
Deanna Bullock, Library Director
Grant Ingram, Assistant City Manager
Jim Don Laurent, Fire Chief
Jon Delamarter, Airport Manager
Kyle Ford, Police Lieutenant
Randall Dawson, Director of Public Works/Building Official

1. **CALL TO PUBLIC HEARING TO ORDER**
   Mayor Alex Heartfield called the Public Hearing to order at 9:13 a.m.

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

3. **PURPOSE OF HEARING.** THE PURPOSE OF THIS PUBLIC HEARING IS TO RECEIVE PUBLIC COMMENTS REGARDING: A PROPOSED INCREASE TO SEWER CONNECTION CHARGES, A PROPOSED INCREASE TO WATER TAPPING FEES, A PROPOSED INCREASE TO WATER SERVICE CHARGES, AND A PROPOSED INCREASE TO SEWER SERVICE CHARGES.

4. **NOTICE POSTED.** NOTICE OF THIS PUBLIC HEARING WAS DULY ADVERTISED IN A NEWSPAPER OF LOCAL CIRCULATION ON JULY 31, 2024 AND AUGUST 2, 2024 AND ALSO DULY POSTED ON THE CITY'S WEBSITE NOTICE OF THIS PUBLIC HEARING AGENDA WAS POSTED AT LEAST 72 HOURS PRIOR TO THE DATE AND TIME OF THIS PUBLIC HEARING, IN ACCORDANCE WITH THE TEXAS OPEN MEETINGS ACT.

5. **PRESENTATION. PRESENTATION BY THE CITY MANAGER ON THE PROPOSED INCREASES TO FEES AND CHARGES FOR WATER AND SEWER SERVICES.**
   City Manager Eric Garretty presented the proposed increases to fees and charges for water and sewer services.

6. **PUBLIC COMMENTS.**
   Greg Bonzelaar – Stated his opinion on $530,000.00 budgeted for engineering services are excessive.

7. **COUNCILMEMBER COMMENTS.**

Councilmember Jack Little – Questioned what was included in the administrative department budget. He also stated his concerns on water pressure failing due to the woodland storage tank.
Councilmember Jeff Dickinson – Addressed the public comment by clarifying why the budget is needed for engineering services for $530,000.00.
City Manager Eric Garretty – Explained the funding of a new sewer plant.
Mayor Alex Heartfield – Stated how a city is run differently than a business. Cities are governed by laws. He also stated how costs are more expensive to run our processes.

8. **ADJOURN PUBLIC HEARING NO. 2.**
The public hearing was adjourned at 9:47 a.m.

GRAHAM CITY COUNCIL
REGULAR SESSION
AUGUST 15, 2024

COUNCIL MEMBERS PRESENT
Mayor: Alex Heartfield
Mayor Pro-Tem/Place 1: Shana Weatherbee-Wolfe
Councilmember Place 2: Jeff Dickinson
Councilmember Place 3: Jack Little
Councilmember Place 4: Brant Lundgren

COUNCIL MEMBERS ABSENT
None.

STAFF PRESENT
Eric Garretty, City Manager
Marci Bueno, City Secretary/Financial Official
B.J. Cook, Code Enforcement Officer
Brent Bullock, Chief of Police
Carla Ritchie, Municipal Court Clerk
Cassie Kieschnick, Executive Assistant
Chris Denney, IT Director
David Aleshire, Assistant Fire Chief
Deanna Bullock, Library Director
Grant Ingram, Assistant City Manager
Jim Don Laurent, Fire Chief
Jon Delamarter, Airport Manager
Kyle Ford, Police Lieutenant
Randall Dawson, Director of Public Works/Building Official

1. **CALL TO ORDER**
   Mayor Alex Heartfield called the meeting to order at 9:47 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 72 HOURS PRIOR TO THE DATE AND TIME OF THIS MEETING, IN ACCORDANCE WITH THE TEXAS OPEN MEETINGS ACT.

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

4. **PUBLIC FORUM**
   None.

5. **REPORTS**
   Individual Department Heads provided overviews for Council on ongoing updates of their respective departments which included: Code Enforcement, Police, Airport, Emergency Management, Library, Chamber/Visit Graham, Public Works, Arena, and Parks.
   City Manager Eric Garretty provided reports on the Lake Graham Water Level, Key Dates and Upcoming Events, Boards Update, Hotel Occupancy Tax Report, Update on Plug Power payments, Update on Filming of TV Episode in Graham, Fire Hydrant Census, and Project Status Report.

6. **CONSENT AGENDA.**
   Following a motion made by Shana Weatherbee-Wolfe and seconded by Brant Lundgren, the following Consent Agenda was approved unanimously 5 – 0.

   a. Approve the Minutes of the Regular Called Meeting held on **August 1, 2024.**

   b. Approve a request from the Graham Regional Theater, and Dorman Holub, for use of the Oak Grove Cemetery on **October 26, 2024** in support of the

annual 'Talkin' Tombstone' tour.

7. **CONSIDER AN ACT ON A REQUEST FROM JACOB TINKLE REGARDING THE RECONFIGURATION OF THE INTERSECTION OF ROLLING HILLS DRIVE SOUTH AND ROANOKE DRIVE.**
Motion made by Jack Little and seconded by Brant Lundgren to install four-way stop signs at the intersection of Rolling Hills Drive South and Roanoke Drive for a period of 60 days. Motion passed unanimously 5 – 0.

8. **CONSIDER AND ACT TO MAKE THE FOLLOWING REAPPOINTMENTS TO THE DOWTOWN DEVELOPMENT DISTRICT NO. 1 COMMITTEE:**
Motion made by Jeff Dickinson and seconded by Jack Little to approve the following reappointments to the Downtown Development District No. 1 Committee. Motion passed unanimously 5 – 0.

   a. Brendan Weatherman for a term commencing October 1, 2024 and ending September 30, 2025; and

   b. Muriel Stephens for a term commencing October 1, 2024 and ending September 30, 2026; and

   c. Michael Armstrong for a term commencing October 1, 2024 and ending September 30, 2027.

9. **CONSIDER AND ACT TO NOMINATE A PERSON, OR PERSONS, TO FILL A VACANCY IN THE 'AT-LARGE" POSITION ON THE DOWNTOWN DEVELOPMENT DISTRICT NO. 1 COMMITTEE, FOR TERM COMMENCING AUGUST 16, 2024 AND ENDING SEPTEMBER 30, 2028.**
Motion made by Jack Little and seconded by Jeff Dickinson to nominate Pam Scott to fill a vacancy in the 'at-large" position on the Downtown Development District No. 1 Committee, for term commencing August 16, 2024 and ending September 30, 2028. Motion passed unanimously 5 – 0.

10. **CONSIDER AND ACT TO APPOINT A PERSON TO THE 'AT-LARGE' VACANCY ON THE DOWNTOWN DEVELOPMENT DISTRICT NO. 1 COMMITTEE.**
Motion made by Jack Little and seconded by Jeff Dickinson to appoint Pam Scott to the 'at-large' vacancy on the Downtown Development District No. 1 Committee. Motion passed unanimously 5 – 0.

11. **CONSIDER AND ACT TO APPROVE RESOLUTION NO. 185 ADOPTING THE CITY OF GRAHAM PROCUREMENT POLICIES AND PROCEDURES APPLICABLE TO ALL PROCUREMENTS MADE WITH FEDERAL FUNDS.**
Motion made by Brant Lundgren and seconded by Jeff Dickinson to approve **Resolution No. 185** adopting the City of Graham Procurement Policies and Procedures Applicable to All Procurements Made with Federal Funds. Motion passed unanimously 5 – 0.

12. **CONSIDER AND ACT TO APPROVE RESOLUTION NO. 186 ADOPTING 'STRATEGIC PLAN 2040' FOR THE CITY OF GRAHAM.**
Motion made by Jeff Dickinson and seconded by Brant Lundgren to approve **Resolution No. 186** adopting 'Strategic Plan 2040' for the City of Graham. Motion passed unanimously 5 – 0.

13. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO CREATE THE 'TEXAS STREET ROADWAY RECONSTRUCTION' CAPITAL PROJECT.**
Motion made by Brant Lundgren and seconded by Jeff Dickinson to authorize the City Manager to create the 'Texas Street Roadway Reconstruction' capital project. Motion passed unanimously 5 – 0.

14. **CONSIDER AND ACT TO APPROVE AND ADOPT RESOLUTION NO. 187 WHICH AUTHORIZES THE CITY MANAGER TO:**

a. Make application to the Texas Department of Agriculture for a grant from the Community Development Fund under the '2025-2026 Texas Community Development Grant Program' for the purpose of applying for grant funding in support of a duly approved road reconstruction capital project entitled the 'Texas Street Roadway Reconstruction' project'; and

b. Issue requests for proposal (RFP) for administrative services for both the pre-application Phase (Phase 1), and the application phase (Phase II), in support of said grant application; and

c. Issue requests for qualifications (RFQ) for engineering services for both the pre-application Phase (Phase 1), and the application phase (Phase II), in support of said grant application; and

d. Function as the City's Designated Agent for all matters related to the issuance of said requests and for all other matters pertaining eligible activities pursuant to the grant application guidance for said Program.

Motion made by Jack Little and seconded by Shana Weatherbee-Wolfe to approve and adopt **Resolution No. 187** which authorizes the City Manager to proceed with the items above. Motion passed unanimously 5 – 0.

15. **CONSIDER AND ACT TO APPROVE RESOLUTION NO. 188 WHICH AUTHORIZES SUBMISSION OF AN APPLICATION TO THE TEXAS GENERAL LAND OFFICE FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT MITIGATION PROGRAM, AND FURTHER, DESIGNATES MAYOR R. ALEX HEARTFIELD, AND CITY MANAGER ERIC GARRETTY, AS THE CITY'S EXECUTIVE OFFICERS, AND AUTHORIZED REPRESENTATIVES, FOR ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN SAID PROGRAM.**

Motion made by Jeff Dickinson and seconded by Brant Lundgren to approve **Resolution No. 188** which authorizes submission of an application to the Texas General Land Office for the Community Development Block Grant Mitigation program, and further, Designates Mayor R. Alex Heartfield, and City Manager Eric Garretty, as the City's Executive Officers, and Authorized Representatives, for all matters pertaining to the City's participation in said program. Motion passed unanimously 5 – 0.

16. **CONSIDER AND ACT TO APPROVE AND ADOPT ON THIRD AND FINAL READING, ORDINANCE NO. 1181, AMENDING:**

a. Chapter 25 - 'Water and Sewers', Section 25-2, 'Sewer connections - generally', for the purpose of increasing tap fees for sewer service connections; and amending

b. Chapter 25 - 'Water and Sewers', Section 25-13, ' Water service charges-generally' for the purpose of increasing tap fees for water service connections, increasing rates for water service, and implementing a rate differential for water service to customers whose meter connection is outside the corporate limits of the City; and amending

c. Chapter 25 - 'Water and Sewers', Section 25-16, 'Sewer service charges' for the purpose of increasing rates for sewer service.

Motion made by Brant Lundgren and seconded by Jeff Dickinson to approve and adopt on **Third and Final Reading, Ordinance No. 1181**, as amended. Motion passed unanimously 5 – 0.

17. **CONSIDER AND ACT TO APPROVE AND ADOPT, ON FIRST AND FINAL READING, ORDINANCE NO. 1182, AMENDING THE FISCAL YEAR 2023 – 2024 ADOPTED BUDGET FOR MUNICIPAL PURPOSES, AND FURTHER, SPECIFICALLY WAIVING**

THE REQUIREMENT FOR THREE READINGS OF SAID ORDINANCE PRIOR TO ADOPTION.

Motion made by Shana Weatherbee-Wolfe and seconded by Jack Little to approve and adopt, on **First and Final Reading, Ordinance No. 1182,** amending the Fiscal Year 2023 – 2024 adopted budget for municipal purposes, and further, specifically waiving the requirement for three readings of said ordinance prior to adoption. Motion passed unanimously 5 – 0.

18. **CONSIDER AND ACT TO APPROVE THE FINANCIAL REPORTS FOR THE PERIOD ENDING JULY 31, 2024.**
Motion made by Jack Little and seconded by Brant Lundgren to approve the Financial Reports for the period ending July 31, 2024. Motion passed unanimously 5 – 0.

19. **PRESENTATION OF THE SALES TAX REPORT FOR SALES TAXES COLLECTED DURING JUNE 2024.**
City Manager Eric Garretty presented the Sales Tax Report for sales taxes collected during June 2024.

20. **PRESENTATION BY THE CITY MANAGER ON THE CLOSEOUT OF THE ALTERNATE WATERLINE PROJECT.**
City Manager Eric Garretty presented the closeout of the Alternate Waterline Project.

21. **DISCUSSION REGARDING PROPOSED FUTURE AGENDA ITEMS.**
None.

22. **RECESS INTO EXECUTIVE SESSION UNDER THE FOLLOWING PROVISIONS OF THE TEXAS LOCAL GOVERNMENT CODE:** Mayor Alex Heartfield convened the Council into Executive Session at 11:06 a.m.

Sec. 551.071 - Consultation with Attorney

- Consultation with the City Attorney regarding a claim against the City for damages related to a back-up of wastewater into a residential structure; and

Sec. 551.072 – Deliberations about Real Property

- Deliberations regarding an offer from Tony Fellows to purchase Lake Lot #23R; and

- Deliberations regarding an offer from Matt Garvey to purchase Lake Lot #110R; and

- Deliberations regarding an offer from Ronnie & Sandra Wallace to purchase Lake Lot #127R; and

- Deliberations regarding an offer from Betty Langford to purchase Lake Lot #143R and #144R; and

- Deliberations regarding an offer from Mark Waggoner to purchase Lake Lot #525R

23. **RECONVENE FROM EXECUTIVE SESSION AND TAKE ACTION, AS REQUIRED.**
Mayor Alex Heartfield reconvened from Execution Session at 11:38 a.m.

Motion made by Shana Weatherbee-Wolfe to direct the City Attorney to negotiate a settlement with Mary Brown related to a sewage overflow incident in May 2024. Motion is defeated with Alex Heartfield, Jeff Dickinson, Jack Little and Brant Lundgren voting NO.

Motion made by Jeff Dickinson and seconded by Shana Weatherbee-Wolfe to approve purchase offers, in the amount of $30,000 from:
- Tony Fellows for Lake Lot #23R, and

- Matt Garvey for Lake Lot #110R, and
- Ronnie & Sandra Wallace for Lake Lot #127R, and
- Malcolm Martin for Lake Lot #253AR, and
- Mark Waggoner for Lake Lot #525R.

Motion passed unanimously 5 – 0.

Motion made by Jeff Dickinson and seconded by Jack Little to approve purchase offers, in the amount of $60,000 from:
- Richard Berry for Lake Lot #84R and #85R, and
- Betty Langford for Lake Lot #143R and #144R, and
- Talus Incorporated for Lake Lot #82R and #83R.

Motion passed unanimously 5 – 0.

24. **ADJOURNMENT.**
There being no further business, the meeting was adjourned at 11:40 a.m. Motion made by Jack Little and seconded by Alex Heartfield.

R. Alex Heartfield, MAYOR

Marci Bueno

Marci Bueno, City Secretary/Financial Official