GRAHAM CITY COUNCIL
REGULAR SESSION
SEPTEMBER 11, 2025

COUNCIL MEMBERS PRESENT
Mayor: Alex Heartfield
Councilmember Place 1: Shana Weatherbee-Wolfe
Councilmember Place 3: Jack Little
Councilmember Place 4: Brendan Weatherman

COUNCIL MEMBERS ABSENT
Mayor Pro-Tem/Place 2: Jeff Dickinson

STAFF PRESENT
Eric Garretty, City Manager
Marci Bueno, City Secretary/Finance Director
BJ Cook, Code Enforcement Officer
Brent Bullock, Police Chief
Cassie Kieschnick, Executive Assistant
Chris Denney, IT Director
Deanna Bullock, Library Director
Jim Don Laurent, Fire Chief
Jon Delamarter, Airport Manager
Kyle Ford, Police Lieutenant
Melinda Brown, Assistant City Manager, GEIC/GIA Executive Director
Randall Dawson, Director of Public Works/Building Official

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 AND PLEDGES TO U.S. AND TEXAS FLAGS**
   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: Shana Weatherbee-Wolfe
   Councilmember Place 3: Jack Little
   Councilmember Place 4: Brendan Weatherman

5. **HONORS TO FIRST RESPONDERS – ANNIVERSARY OF SEPTEMBER 11, 2001**
   City Manager Eric Garretty and Mayor Alex Heartfield honored the first responders in honor of the Anniversary of September 11, 2001.

6. **MAYOR'S PROCLAMATION – U.S. CONSTITUTION WEEK – SEPTEMBER 17-23, 2025**
   City Manager Eric Garretty and Mayor Alex Heartfield presented the Proclamation for U.S. Constitution Week, September 17-23, 2025 to Ann Pitcock and Ellen Morris.

7. **PUBLIC FORUM**
   None.

8. **REPORTS**
   Animal Control provided an overview for Council on an ongoing update of their respective department.
   City Manager Eric Garretty provided reports on the Lake Graham Water Level, Key Dates and Upcoming Events, Boards Update, Plug Power Payments Report, and Project Status Report.

9. **CONSENT AGENDA.**
   Following a motion made by Shana Weatherbee-Wolfe and seconded by Jack Little, the following Consent Agenda was approved unanimously 4 – 0.

a. Approve the Minutes of the Regular Called Meeting held on **August 28, 2025**; and

b. Authorize the closure of certain entrances to the Square, and a portion of Third Street, in support of the 'Trunk or Treat' event, during 4:00 p.m. to 7:00 p.m. on Friday, **October 31, 2025**; and

c. Authorize the closure of the interior of the Square to parking and closure of certain segments of, Elm Street, Oak Street, and Second, Third, and Fourth Streets, in support of the 2025 Christmas Stroll and Lighted Parade, during 3:00 p.m. to 9:00 p.m. on Thursday, **December 4, 2025**.

10. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND CONCLUDE A CERTAIN INTERLOCAL AGREEMENT BY AND BETWEEN THE CITY AND THE YOUNG COUNTY COMMISSIONERS' COURT RELATED TO THE PRESERVATION OF THE WILLIAM P. JOHNSTON CEMETERY AND ITS ENVIRONS.**
Motion made by Jack Little and seconded by Brendan Weatherman to authorize the City Manager to negotiate and conclude a certain Interlocal Agreement by and between the City and the Young County Commissioners' Court related to the preservation of the William P. Johnston Cemetery and its environs. Motion passed unanimously 4 – 0.

11. **CONSIDER AND ACT TO APPROVE AND ADOPT ON THIRD AND FINAL READING, ORDINANCE NO. 1196 WHICH ADOPTS A PROPERTY TAX RATE OF 69.0 CENTS PER $100 OF ASSESSED VALUATION, AN INCREASE IN THE PROPERTY TAX RATE OF 5.34 PERCENT AND FURTHER, THAT SAID PROPOSED PROPERTY TAX RATE IS IN SUPPORT OF THE ADOPTED FISCAL YEAR 2025-2026 ANNUAL BUDGET (THIS IS A RECORDED VOTE, BY COUNCILMEMBER).**
AGENDA ITEM WAS WITHDRAWN.

12. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO GRANT THE FOLLOWING VARAINCE REQUESTS:**
Following a motion made by Jack Little and seconded by Shana Weatherbee-Wolfe, the following items were approved unanimously 4 – 0.

    a. A signage variance request from Stephanie Campbell, on behalf of Campbell Farm and Ranch, a certain business located at 801 Elm Street, Graham, Texas, with such variance allowing for the emplacement of (a) two items of statuary, and (b) a signage structure, in front of the location of said business; and

    b. A setback variance request from Joey Goss, on behalf of Cheldan Homes, a Texas Limited Partnership (Fort Worth, Texas), with such variance allowing for a reduction in the 'rear-yard setback', from 30 feet to 20 feet, a request related to 20 residential lots proposed for development in the Pitcock addition, with such lots further described in Resolution No. 220, a duly adopted Resolution of the City Council; and

    c. Further noting that the Planning and Zoning Commission has recommended approval of the variances requested in items (a) and (b) of this Agenda Item.

13. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO PREPARE SUCH DOCUMENTS AS MAY BE REQUIRED TO EFFECT THE ABANDONMENT OF A CERTAIN UNDEVELOPED ALLEYWAY LOCATED IN THE VICINITY OF 1410 NORMANDY DRIVE, GRAHAM, TEXAS, NOTING THAT THE ADJOINING PROPERTY OWNER HAS REQUESTED ABANDONMENT, AND FURTHER NOTING THAT THE PLANNING AND ZONING COMMISSION HAS RECOMMENDED APPROVAL OF THE ALLEYWAY ABANDONMENT REQUEST.**
Motion made by Jack Little and seconded by Brendan Weatherman to authorize the City Manager to prepare such documents as may be required to effect the abandonment of a certain undeveloped alleyway located in the vicinity of 1410 Normandy Drive, Graham, Texas, noting that the adjoining property owner has requested abandonment, and further noting that the Planning and Zoning Commission has recommended approval of the alleyway abandonment request. Motion passed unanimously 4 – 0.

14. CONSIDER AND ACT TO APPROVE ON SECOND AND FINAL READING, ORDINANCE NO. 1200, WHICH ESTABLISHES A METHODOLOGY FOR THE CALCULATION OF LEASE RATES FOR AIRPORT HANGAR LEASE SPACES AT THE GRAHAM MUNICIPAL AIRPORT, NOTING THAT THE GRAHAM MUNICIPAL AIRPORT BOARD RECOMMENDS SAID ORDINANCE FOR APPROVAL AND ADOPTION.
Motion made by Brendan Weatherman and seconded by Jack Little to approve and adopt **Ordinance No. 1200**, upon **second reading and waive the requirement for third reading**, which establishes a methodology for the calculation of lease rates for the Airport Hangar Lease Spaces at the Graham Municipal Airport, noting that the Graham Municipal Airport Board recommends said Ordinance for approval and adoption. Motion passed unanimously 4 – 0.

15. CONSIDER AND ACT TO REAPPOINT STEVE PIERCE, WYATT PETTUS, BRANT LUNDGREN, JIM BUDARF, DARIN DIVINIA, DARRELL MORGAN, AND BLAKE SEYLER TO THE AIRPORT ADVISORY BOARD, FOR TWO-YEAR TERMS, WITH AN EFFECTIVE DATE OF OCTOBER 1, 2025, OR NOMINATE AND APPOINT ALTERNATES.
Motion made by Jack Little and seconded by Shana Weatherbee-Wolfe to reappoint Steve Pierce, Wyatt Pettus, Brant Lundgren, Jim Budarf, Darin Divinia, Darrell Morgan, and Blake Seyler to the Airport Advisory Board, for two-year terms, with an effective date of October 1, 2025. Motion passed unanimously 4 – 0.

16. CONSIDER AND ACT TO APPROVE AND ADOPT RESOLUTION NO. 226, WHICH FORMALLY DIRECTS THE CITY MANAGER TO GAIN SPECIFIC AUTHORIZATION FROM THE BRAZOS RIVER AUTHORITY (BRA) TO USE CERTAIN MONIES FOR PARK MAINTENANCE AND OPERATIONS NOTING THAT SAID CERTAIN MONIES WERE PREVIOUSLY RECEIVED BY THE CITY UNDER A 'BUY-OUT' PROGRAM SPONSORED BY THE BRA; AND FURTHER NOTING, SAID MONIES ARE CURRENTLY EXCLUSIVELY DEDICATED TO CAPITAL IMPROVEMENTS FOR PARK FACILITIES.
Motion made by Jack Little and seconded by Brendan Weatherman to approve and adopt **Resolution No. 226**, which formally directs the City Manager to gain specific authorization from the Brazos River Authority (BRA) to use certain monies for park maintenance and operations noting that said certain monies were previously received by the City under a 'buy-out' program sponsored by the BRA; and further noting, said monies are currently exclusively dedicated to capital improvements for park facilities. Motion passed unanimously 4 – 0.

17. CONSIDER AND ACT TO APPROVE AND ADOPT RESOLUTION NO. 227, WHICH AUTHORIZES THE CITY MANAGER TO IMPLEMENT INCREASES AND MODIFICATIONS TO CERTAIN FEES, CHARGES, AND RATES, RELATED TO THE USE OF THE GRAHAM MEMORIAL AUDITORIUM.
Motion made by Shana Weatherbee-Wolfe and seconded by Jack Little to approve and adopt **Resolution No. 227**, which authorizes the City Manager to implement increases and modifications to certain fees, charges, and rates related to the use of the Graham Municipal Auditorium. Motion passed unanimously 4 – 0.

18. CONSIDER AND ACT TO APPROVE ON SECOND AND FINAL READING, RESOLUTION NO. 225, WHICH PERTAINS TO A CERTAIN PROPOSED INCENTIVES AGREEMENT BY AND BETWEEN GRAHAM ECONOMIC IMPROVEMENT CORPORATION AND NEW HORIZONS HOMECARE AND REHAB OF GRAHAM, LLC, FOR THE PURPOSE OF PROVIDING A FINANCIAL INCENTIVE OF UP TO $25,000, RELATED TO THE RENOVATION OF THE COMMERCIAL SPACES AT 710 ELM STREET, GRAHAM, AND HIRE FULL-TIME EMPLOYEES, NOTING SAID INCENTIVE PROMOTES NEW OR EXPANDED BUSINESS DEVELOPMENT IN THE CITY AND IS IN ACCORDANCE WITH SECTION 505.158, TEXAS LOCAL GOVERNMENT CODE.
Motion made by Jack Little and seconded by Brendan Weatherman to approve on SECOND AND FINAL READING, **Resolution No. 225**, which pertains to a certain proposed Incentives Agreement by and between Graham Economic Improvement Corporation and New Horizons Homecare and Rehab of Graham, LLC, for the purpose of providing a financial incentive of up to $25,000, related to the renovation of the commercial space at 710 Elm Street, Graham, and hire full-time employees, noting said incentive promotes new or expanded business development in the City and is in accordance with Section 505.158, Texas Local Government Code. Motion passed unanimously 4 – 0.

19. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND CONCLUDE AN AGREEMENT WITH MWH GROUP, A PROFESSIONAL CORPORATION (WICHITA FALLS, TX), IN AN AMOUNT NOT TO EXCEED $80,000, FOR ENGAGEMENT OF FINANCIAL AUDIT SERVICES WITH SAME.**
Motion made by Jack Little and seconded by Shana Weatherbee-Wolfe to authorize the City Manager to negotiate and conclude an agreement with MWH Group, a Professional Corporation (Wichita Falls, TX), in an amount not to exceed $80,000, for engagement of financial audit services with same. Motion passed unanimously 4 – 0.

20. **CONSIDER AND ACT TO DISESTABLISH THE ADVISORY COMMITTEE FOR DOWNTWON DEVELOPMENT DISTRICT NO. 1.**
Motion made by Jack Little and seconded by Shana Weatherbee-Wolfe to disestablish the advisory Committee for Downtown Development District No. 1. Motion passed unanimously 4 – 0.

21. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO CREATE THE 'LEAD SERVICE LINE INVENTORY AND REPLACEMENT' CAPITAL PROJECT AND FURTHER, AUTHORIZE THE FINANCE DIRECTOR TO PREPARE FISCAL YEAR 2026 APPROPRIATION AUTHORITY, IN AN AMOUNT NOT TO EXCEED $600,000, IN SUPPORT OF SAME.**
Motion made by Jack Little and seconded by Shana Weatherbee-Wolfe to authorize the City Manager to create the 'Lead Service Line Inventory and Replacement' capital project and further, authorize the Finance Director to prepare Fiscal Year 2026 appropriation authority, in an amount not to exceed $600,000, in support of same. Motion passed unanimously 4 – 0.

22. **UPDATE FROM CITY STAFF ON ACQUISITION OF:**
City Manager Eric Garretty and Public Works Director Randall Dawson provided an update on the following items.

    a. A new generator for the Police Department; and

    b. Three new generators to support the Water Treatment Plant.

23. **RECESS INTO EXECUTIVE SESSION UNDER THE FOLLOWING PROVISION OF THE TEXAS LOCAL GOVERNMENT CODE:** Mayor Alex Heartfield recessed the Council into Executive Session at 10:00 a.m.

    Sec. 551.072 – Deliberation about Real Property

    - Deliberations regarding the replat of Lake Lots Nos. 505R and 506R (Lake Graham – East Side of Plat 6); Lake Lot Nos. 30R and 31R (Lake Campsite Lots, Lake Graham); and Lake Lot No. 550R (Northeast Lake Graham Subdivision of Plat 7).

24. **RECONVENE FROM EXECUTIVE SESSION AND TAKE SUCH ACTION AS MAY BE REQUIRED.** Mayor Alex Heartfield reconvened from Executive Session at 10:06 a.m.

    Motion made by Brendan Weatherman and seconded by Jack Little to approve certain replats, of the following Lake Lots, which are located in and around Lake Graham:

    Lake Lot No. 505R
    Lake Lot No. 506R
    Lake Lot No. 30R
    Lake Lot No. 31R
    Lake Lot No. 550R

    Motion passed unanimously 4 – 0.

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

26. **ADJOURNMENT.**
There being no further business, the meeting was adjourned at 10:07 a.m. Motion made by Jack Little and seconded by Alex Heartfield.

Alex Heartfield, Mayor

Marci Bueno, City Secretary/Financial Official