

**GRAHAM CITY COUNCIL
REGULAR SESSION
OCTOBER 26, 2023**

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
B.J. Cook, Code Enforcement Officer
Carla Ritchie, Municipal Court Clerk
Cassie Kieschnick, Executive Assistant
Deanna Bullock, Interim Library Director
Jim Reeves, Municipal Judge
Jim Don Laurent, Fire Chief
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 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: Shana Weatherbee-Wolfe
Councilmember Place 2: Jeff Dickinson
Councilmember Place 3: Jack Little
Councilmember Place 4: Brant Lundgren

4. OPENING PRAYER

Matt Johnson led the invocation.

5. PUBLIC FORUM

None

6. REPORTS

Individual Department Heads provided overviews for Council on ongoing updates of their respective departments which included: Code Enforcement, Municipal Court, Library, Chamber/Visit Graham, and Public Works.
City Manager Eric Garretty provided reports on the City Manager Report, Lake Graham Water Level, Key Dates and Upcoming Events, Hotel Occupancy Tax Report, Boards Update, along with the Project Status Report.

7. CONSIDER AND ACT TO APPROVE THE MINUTES OF THE REGULAR CALLED MEETING HELD ON OCTOBER 12, 2023.

Motion made by Shana Weatherbee and seconded by Jack Little to approve the Minutes of the Regular Called meeting held on October 12, 2023. Motion passed unanimously 5 – 0.

8. PRESENTATION OF THE SALES TAX REPORT DETAILING SALES TAX REVENUE COLLECTED DURING AUGUST 2023.

City Manager Eric Garretty presented the Sales Tax Report detailing sales tax revenue collected during August 2023.

9. CONSIDER AND ACT TO APPROVE THE FOLLOWING STREET CLOSURE REQUESTS:

- a. The 600 block of Cherry Street during 3:00 p.m. – 7:00 p.m., on October 29, 2023, in support of a Trunk or Treat event hosted by First Baptist Church; and
- b. The southern half of the Square, from 5:00 p.m. On November 17, 2023, to 5:00 p.m. on November 18, 2023, in support of the fourth annual High School Barbeque Competition; and
- c. Certain segments Fourth Street, Elm Street, Oak Street, and First, Second, and Third Streets, during 4:00 p.m. to 7:30 p.m., and closure of the south side of the Square during 3:00 p.m. to 7:30 p.m., on November 30, 2023, in support of the Christmas Stroll and Lighted Parade.

Motion made by Jack Little and seconded by Brant Lundgren to approve the above street closures. Motion passed unanimously 5 – 0.

10. **CONSIDER AND ACT TO APPROVE THE PLAT OF AIRPORT HANGAR SPACE NO. 209, AND AIRPORT SPACE 406, WHICH ARE DESCRIBED AS WITHIN THE BOUNDARIES OF THE GRAHAM MUNICIPAL AIRPORT, AND FURTHER DESCRIBED AS WITHIN ABSTRACT NOS. 164 AND 1544.**

Motion made by Brant Lundgren and seconded by Jeff Dickinson to approve the plat of Airport Hangar Space No. 209, and Airport Space 406, which are described as within the boundaries of the Graham Municipal Airport, and further described as within Abstract Nos. 164 and 1544. Motion passed unanimously 5 – 0.

11. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND CONCLUDE A CONTRACT, WITH HOME RUN CONSTRUCTION, (ITALY, TEXAS), A LIMITED LIABILITY COMPANY, IN AN AMOUNT NOT TO EXCEED \$95,000, FOR THE CONSTRUCTION OF FACILITY IMPROVEMENTS AT THE FIREMEN'S PARK PLAYGROUND, BASED ON A FAVORABLE RECOMMENDATION FROM THE CITY'S ENGINEER OF RECORD.**

Motion made by Jeff Dickinson and seconded by Jack Little to authorize the City Manager to negotiate and conclude a contract, with Home Run Construction, (Italy, Texas), a Limited Liability Company, in an amount not to exceed \$95,000, for the construction of facility improvements at the Firemen's Park Playground, based on a favorable recommendation from the City's engineer of record. Motion passed unanimously 5 – 0.

12. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND CONCLUDE A CONTRACT, WITH BONTKE BROTHERS CONSTRUCTION COMPANY, (ABILENE, TEXAS), A TEXAS CORPORATION, IN AN AMOUNT NOT TO EXCEED \$129,000, FOR THE CONSTRUCTION OF A DOG PARK IN FIREMEN'S PARK, BASED ON A FAVORABLE RECOMMENDATION FROM THE CITY'S ENGINEER OF RECORD.**

Motion made by Jeff Dickinson and seconded by Shana Weatherbee-Wolfe to authorize the City Manager to negotiate and conclude a contract, with Bontke Brothers Construction Company, (Abilene, Texas), a Texas Corporation, in an amount not to exceed \$129,000, for the construction of a dog park in Firemen's Park, based on a favorable recommendation from the City's engineer of record. Motion passed unanimously 5 – 0.

13. **CONSIDER AND ACT TO CONCUR WITH A RECOMMENDATION FROM THE TRANSPORTATION IMPROVEMENTS COMMITTEE TO ACCEPT THE TEXAS DEPARTMENT OF TRANSPORTATION'S PROPOSED REDESIGN OF THE INTERSECTION OF ELM STREET AND CHERRY STREET.**

Motion made by Jack Little and seconded by Jeff Dickinson to concur with a recommendation from the Transportation Improvements Committee to accept the Texas Department of Transportation's proposed redesign of the intersection of Elm Street and Cherry Street. Motion passed unanimously 5 – 0.

14. REPORT FROM THE TRANSPORTATION IMPROVEMENTS COMMITTEE REGARDING A PROPOSAL TO PLACE TRAFFIC SIGNALS AT THE INTERSECTION OF ELM STREET AND MONTGOMERY STREET.

City Manager Eric Garretty provided a report from the Transportation Improvements Committee regarding a proposal to place traffic signals at the intersection of Elm Street and Montgomery Street. The report stated that there is no recommended change to this intersection.

15. CONSIDER AND ACT TO AUTHORIZE THE USE OF A CONSENT AGENDA FOR CALLED MEETINGS OF THE CITY COUNCIL.

Motion made by Jack Little and seconded by Jeff Dickinson to authorize the use of a Consent Agenda for Called Meetings of the City Council. Motion passed unanimously 5 - 0.

16. CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO ACCEPT THE DONATION OF A CHRISTMAS TREE FROM HIGHRIDGE CHURCH, GRAHAM.

Motion made by Jack Little and Brant Lundgren to authorize the City Manager to accept the donation of a Christmas Tree from HighRidge Church, Graham. Motion passed unanimously 5 - 0.

17. DISCUSSION REGARDING THE DEVELOPMENT OF THE DRAFT FISCAL YEAR 24-29 CAPITAL IMPROVEMENT PLAN.

City Manager Eric Garretty discussed the development of the draft Fiscal Year 24-29 Capital Improvement Plan.

18. DISCUSSION REGARDING PROPOSED FUTURE AGENDA ITEMS.

No future agenda items discussed.

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 10:03 a.m.

Sec. 551.072 – Deliberations about Real Property

- Deliberations regarding an offer to purchase a certain 32-acre tract of real property which abuts Lake Eddleman; and
- Deliberations regarding encroachment issues related to a certain parcel of real property owned by the City of Graham and located in the vicinity of Lake Graham; and
- Deliberations regarding the retention of survey services to facilitate the mapping of the boundaries of certain real property located within the corporate limits of the City of Graham.

20. RECONVENE FROM EXECUTIVE SESSION AND TAKE ACTION, AS REQUIRED. Mayor Alex Heartfield reconvened from Executive Session at 11:02 a.m.

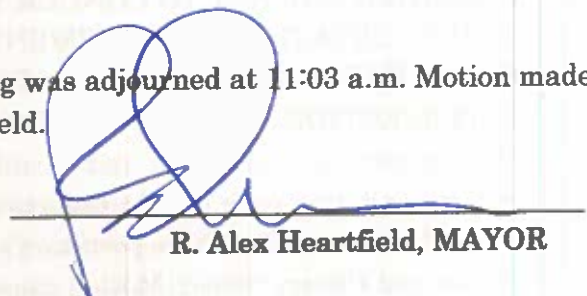
Motion made by Jeff Dickinson and seconded by Shana Weatherbee-Wolfe to direct the City Manager to obtain current surveys of the City of Graham's boundaries. Motion passed unanimously 5 - 0.

21. ADJOURNMENT

There being no further business, the meeting was adjourned at 11:03 a.m. Motion made by Jack Little and seconded by Alex Heartfield.



Marci Bueno, City Secretary/Financial Official


R. Alex Heartfield, MAYOR