GRAHAM CITY COUNCIL
REGULAR SESSION
FEBRUARY 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
David Aleshire, Assistant Fire Chief
Deanna Bullock, Interim Library Director
Grant Ingram, Assistant City Manager
Jim-Don Laurent, Fire Chief
Joel Williams, Convenience Station Manager
Jon Delamarter, Airport Manager
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**
   Gary Elrod led the invocation.

5. **CEREMONY: PRESENTATION OF THE 'MERITORIOUS SERVICE AWARD' TO JOEL WILLIAMS**
   City Manager Eric Garretty presented the 'Meritorious Service Award' to Joel Williams.

6. **PUBLIC FORUM**
   Sonya Ramos spoke about concerns on handicap accessible parking around downtown. She also invited everyone to come out to enjoy the 2024 shows at the Graham Regional Theater.

7. **REPORTS**
   Individual Department Heads provided overviews for Council on ongoing updates of their respective departments which included: Library, Airport, Chamber/Visit Graham, Public Works, Arena, and GEIC.
   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.

8. **CONSENT AGENDA.**
Following a motion by Jack Little and seconded by Shana Weatherbee-Wolfe, the following Consent Agenda was approved unanimously 5 – 0.

a. Approve the Minutes of the Regular Called meeting held on February 1, 2024.

b. Approve the use of the Square from 7:00 a.m. to 5:00 p.m. on Saturday, April 20, 2024, in support of the Young County Cowboy Church Car Show.

c. Approve the use of Firemen's Park from noon on Friday, April 26, 2024, until 8:30 p.m. on Saturday, April 27, 2024, in support of the Remembering Wyatt Dale Youth Anglers' Fishing Tournament.

9. **CONSIDER AND ACT TO APPROVE THE CLOSURE OF CERTAIN SEGMENTS OF OAK STREET AND FOURTH STREET ON MAY 4, 2024 DURING 8:00 A.M. - 5:00 P.M. IN SUPPORT OF A COMMUNITY-WIDE 'CINCO DE MAYO' CELEBRATION AND FURTHER, AUTHORIZING THE CONSUMPTION AND SALE OF ALCOHOLIC BEVERAGES DURING THE EVENT.**
Motion made by Jack Little and seconded by Shana Weatherbee-Wolfe to approve the closure of certain segments of Oak Street and Fourth Street on May 4, 2024 during 8:00 a.m. - 5:00 p.m. in support of a community-wide 'Cinco De Mayo' celebration and further, authorizing the consumption and sale of alcoholic beverages during the event. Motion passed unanimously 5 – 0.

10. **CONSIDER AND ACT TO APPROVE A REQUEST FROM ALEXANDER SMITH, TO OPERATE A FOOD TRUCK ON THE SOUTHERN HALF OF THE SQUARE, AT A FREQUENCY OF ONE DAY PER MONTH.**
Motion made by Jack Little and seconded by Jeff Dickinson to DISAPPROVE a request from Alexander Smith, to operate a food truck on the southern half of the Square, at a frequency of one day per month. Motion passed unanimously 5 – 0.

11. **CONSIDER AND ACT TO AUTHORIZE THE DEMOLITION OF A CERTAIN STRUCTURE WITH A PHYSICAL ADDRESS OF 726 ELM STREET, GRAHAM, TEXAS, AND CONSTRUCTION OF A NEW STRUCTURE AT THE SAME LOCATION, FURTHER NOTING THAT THE STRUCTURES ARE LOCATED WITHIN PLANNED DEVELOPMENT DISTRICT NO. 1, AND FURTHER STILL, NOTING THE RECOMMENDATION OF THE PLANNING AND ZONING COMMISSION.**
Motion made by Jack Little and seconded by Brant Lundgren to authorize the demolition of a certain structure with a physical address of 726 Elm Street, Graham, Texas, and construction of a new structure at the same location, further noting that the structures are located within Planned Development District No. 1, and further still, noting the recommendation of the Planning and Zoning Commission. Motion passed unanimously 5 – 0.

12. **CONSIDER AND ACT TO RATIFY AN AGREEMENT WITH MWH GROUP, A PROFESSIONAL CORPORATION (WICHITA FALLS, TX), AUTHORIZING THE CITY MANAGER, IN AN AMOUNT NOT TO EXCEED $75,000, FOR ENGAGEMENT OF FINANCIAL AUDIT SERVICES WITH MWH GROUP, P.C. (WICHITA FALLS, TX).**
Motion made by Brant Lundgren and seconded by Jeff Dickinson to ratify an agreement with MWH Group, a Professional Corporation (Wichita Falls, TX), authorizing the City Manager, in an amount not to exceed $75,000, for engagement of financial audit services with MWH Group, P.C. (Wichita Falls, TX). Motion passed unanimously 5 – 0.

13. **CONSIDER AN ACT TO APPROVE ON THIRD READING, ORDINANCE NO. 1164, AMENDING CHAPTER 20 - 'PUBLIC LIBRARY', ARTICLE 2 - 'BOARD OF TRUSTEES' OF THE CODE OF ORDINANCES, AS AMENDED, TO: (A) AMEND THE NAME OF THE BOARD, (B) AMEND THE COMPOSITION OF THE BOARD, AND (C), AMEND THE PROCEDURE FOR NOMINATION AND APPOINTMENT TO**

THE BOARD; FOR THE PURPOSE OF AMENDING THE EXISTING CODE TO REFLECT THE CURRENT STRUCTURE OF THE BOARD.
Motion made by Jeff Dickinson and seconded by Shana Weatherbee-Wolfe to approve on **THIRD READING, Ordinance No. 1164**, amending Chapter 20 - 'Public Library', Article 2 - 'Board of Trustees' of the Code of Ordinances, as amended, to: (a) amend the name of the Board, (b) amend the composition of the Board, and (c), amend the procedure for nomination and appointment to the Board; for the purpose of amending the existing Code to reflect the current structure of the Board. Motion passed unanimously 5 – 0.

14. **CONSIDER AND ACT TO APPROVE AND ADOPT ORDINANCE NO. 1166 AMENDING THE FISCAL YEAR 2023-2024 ANNUAL BUDGET FOR MUNICIPAL PURPOSES.**
Motion made by Jack Little and seconded by Jeff Dickinson to approve and adopt **Ordinance No. 1166** amending the Fiscal Year 2023-2024 Annual Budget for municipal purposes. Motion passed unanimously 5 – 0.

15. **CONSIDER AND ACT TO AUTHORIZE THE FINANCE DIRECTOR TO CREATE THE GENERAL CAPITAL FUND FOR FINANCIAL MANAGEMENT OF CERTAIN CAPITAL PROJECTS.**
Motion made by Brant Lundgren and seconded by Shana Weatherbee-Wolfe to authorize the Finance Director to create the General Capital Fund for financial management of certain capital projects. Motion passed unanimously 5 – 0.

16. **CONSIDER AND ACT TO APPROVE THE MONTHLY FINANCIAL REPORTS FOR THE PERIOD ENDING JANUARY 31, 2024.**
Motion made by Brant Lundgren and seconded by Jack Little to approve the monthly financial reports for the period ending January 31, 2024. Motion passed unanimously 5 – 0.

17. **PRESENTATION OF THE 2023 CITY STAFF YEAR IN REVIEW.**
City Manager Eric Garretty presented the 2023 City Staff Year in Review.

18. **DISCUSSION REGARDING PROPOSED FUTURE AGENDA ITEMS.**
Future agenda items included discussion/public hearing on food trucks on the square and the cash balance in the garbage fund.

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 9:43 a.m.

Sec. 551.071 – Consultations with Attorney

- Deliberations regarding contemplated litigation which may result from an incident involving the use of deadly force by law enforcement personnel; and

Sec. 551.072 – Deliberations about Real Property

- Deliberations regarding resolution of encroachment issues on certain lake lots pursuant to sale of same.

20. **RECONVENE FROM EXECUTIVE SESSION AND TAKE ACTION, AS REQUIRED.**
Mayor Alex Heartfield reconvened from Executive Session at 10:25 a.m.

No action was taken.

21. **ADJOURNMENT.**
There being no further business, the meeting was adjourned at 10:25 a.m. Motion made by Jack Little and seconded by Alex Heartfield.

Marci Bueno

Marci Bueno, City Secretary/Financial Official

R. Alex Heartfield, MAYOR