

**GRAHAM CITY COUNCIL  
REGULAR SESSION  
SEPTEMBER 28, 2023**

**COUNCIL MEMBERS PRESENT**

Mayor: Alex Heartfield  
Mayor Pro-Tem/Place 1: Shana Weatherbee-Wolfe  
Councilmember Place 3: Jack Little  
Councilmember Place 4: Brant Lundgren

**COUNCIL MEMBERS ABSENT**

Councilmember Place 2: Jeff Dickinson

**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, Interim Library Director  
Dennis Fellows, Water Plant Supervisor  
Grant Ingram, Assistant City Manager  
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 (ABSENT)  
Councilmember Place 3: Jack Little  
Councilmember Place 4: Brant Lundgren

**4. OPENING PRAYER**

Chief of Police Brent Bullock led the invocation.

**5. PUBLIC FORUM**

Sonya Ramos voiced her concerns about prohibiting open fires at city parks.  
Mayor Alex Heartfield thanked everyone who helped to prepare for the groundbreaking ceremony at Firemen's Park.

**6. REPORTS**

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

**7. CONSIDER AND ACT TO APPROVE THE MINUTES OF THE REGULAR CALLED MEETING HELD ON SEPTEMBER 14, 2023.**

Motion made by Shana Weatherbee-Wolfe and seconded by Brant Lundgren to approve the Minutes of the Regular Called meeting held on September 14, 2023. Motion passed unanimously 4 – 0.

8. **CONSIDER AN ACT TO APPROVE THE FINANCIAL REPORTS FOR THE PERIOD ENDING AUGUST 31, 2023.**

Motion made by Jack Little and seconded by Shana Weatherbee-Wolfe to approve the Financial Reports for the period ending August 31, 2023. Motion passed unanimously 4 – 0.

9. **PRESENTATION OF THE SALES TAX REPORT DETAILING SALES TAX REVENUE COLLECTED DURING JULY 2023.**

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

10. **CONSIDER AND ACT TO CANCEL THE REGULAR CALLED CITY COUNCIL MEETINGS CURRENTLY SCHEDULED FOR NOVEMBER 23, 2023, AND JULY 4, 2024.**

Motion made by Jack Little and seconded by Brant Lundgren to cancel the Regular Called City Council meetings currently scheduled for November 23, 2023, and July 4, 2024. Motion passed unanimously 4 – 0.

11. **CONSIDER AND ACT TO APPROVE THE REGULAR CALLED CITY COUNCIL MEETING SCHEDULE FOR CALENDAR YEAR 2024.**

Motion made by Jack Little and seconded by Brant Lundgren to approve the Regular Called City Council meeting schedule for Calendar Year 2024. Motion passed unanimously 4 – 0.

12. **CONSIDER AND ACT TO APPROVE A REQUEST FROM LANE AND SABRINA MCMILLAN, ON BEHALF OF 'THE RECOVERY ROOM', TO ALLOW FOR THE CONSUMPTION OF ALCOHOL, IN THE SOUTHERN PORTION OF THE SQUARE, IN CONJUNCTION WITH THE 'PUTT-PUTT CRAWL', A CHAMBER OF COMMERCE SPONSORED EVENT, TO BE HELD ON OCTOBER 14, 2023, FROM 12:30 P.M. TO 5:30 P.M.**

Motion made by Jack Little and seconded by Brant Lundgren to approve a request from Lane and Sabrina McMillan, on behalf of 'The Recovery Room', to allow for the consumption of alcohol, in the southern portion of the Square, in conjunction with the 'Putt-Putt Crawl', a Chamber of Commerce sponsored event, to be held on October 14, 2023, from 12:30 p.m. to 5:30 p.m. Motion passed unanimously 4 – 0.

13. **CONSIDER AND ACT TO APPROVE A REQUEST FROM OPEN DOOR CHRISTIAN SCHOOL FOR THE CLOSURE OF CERTAIN SEGMENTS OF OAK STREET, 1ST STREET, 2ND STREET, AND GROVE STREET, IN SUPPORT OF THE SCHOOL'S ANNUAL 'PUMPKIN RUN' TO BE HELD ON WEDNESDAY, OCTOBER 27, 2023, FROM 11:00 A.M. TO 12:30 P.M.**

Motion made by Brant Lundgren and seconded by Shana Weatherbee-Wolfe to approve a request from Open Door Christian School for the closure of certain segments of Oak Street, 1st Street, 2nd Street, and Grove Street, in support of the School's annual 'Pumpkin Run' to be held on Wednesday, October 27, 2023, from 11:00 a.m. to 12:30 p.m. Motion passed unanimously 4 – 0.

14. **CONSIDER AND ACT TO APPROVE A REPLAT OF CERTAIN REAL PROPERTY LEGALLY DESCRIBED AS ORIGINAL TOWN OF GRAHAM, BLOCK 12, LOT NUMBERS 6 THROUGH 10 WITH SUCH REAL PROPERTY HAVING PHYSICAL ADDRESSES OF 417 2ND STREET (LOTS 6 THROUGH 8) AND 403 2ND STREET (LOTS 9 AND 10), BASED ON A REQUEST FROM THE YOUNG COUNTY COMMISSIONERS' COURT.**

Motion made by Brant Lundgren and seconded by Jack Little to approve a replat of certain real property legally described as Original Town of Graham, Block 12, Lot Numbers 6 through 10 with such real property having physical addresses of 417 2nd Street (Lots 6 through 8) and 403 2nd Street (Lots 9 and 10), based on a request from the Young County Commissioners' Court. Motion passed unanimously 4 – 0.

15. **CONSIDER AND ACT TO APPROVE AND ADOPT ORDINANCE NO. 1157 ABANDONING A CERTAIN SEGMENT OF ALLEYWAY DESCRIBED AS ABUTTING PROPERTIES WITH PHYSICAL ADDRESSES OF 901 PINE TREE ROAD, 1520 CROSS OAKS COURT, AND 1506 CROSS OAKS COURT, BASED ON A REQUEST FROM THE ABUTTING PROPERTY OWNERS-CERTAIN PERSONS KNOWN AS LARRY G. FULLER, BRIDGET BARNHILL FULLER, MARK KNOX, AND ANNETTE KNOX; WITH COLLECTIVE CONSIDERATION OF \$844 OFFERED**

**BY SAME, AND FURTHER NOTING THAT THE REQUEST FOR ABANDONMENT RECEIVED A FAVORABLE RECOMMENDATION FROM THE PLANNING AND ZONING COMMISSION.**

Motion made by Jack Little and seconded by Brant Lundgren to approve and adopt Ordinance No. 1157 abandoning a certain segment of alleyway described as abutting properties with physical addresses of 901 Pine Tree Road, 1520 Cross Oaks Court, and 1506 Cross Oaks Court, based on a request from the abutting property owners-certain persons known as Larry G. Fuller, Bridget Barnhill Fuller, Mark Knox, and Annette Knox; with collective consideration of \$844 offered by same, and further noting that the request for abandonment received a favorable recommendation from the Planning and Zoning Commission. Motion passed unanimously 4 – 0.

16. **CONSIDER AND ACT TO APPROVE A REQUEST FROM THE CHAMBER OF COMMERCE TO HOLD THE "TRUNK OR TREAT" EVENT ON THE SOUTHERN HALF OF THE SQUARE ON OCTOBER 31, 2023 FROM 4:30 P.M. TO 7:00 P.M.**

Motion made by Jack Little and seconded by Shana Weatherbee-Wolfe to approve a request from the Chamber of Commerce to hold the "Trunk or Treat" event on the southern half of the Square on October 31, 2023 from 4:30 p.m. to 7:00 p.m. Motion passed unanimously 4 – 0.

17. **CONSIDER AND ACT TO APPROVE THE 'VISIT GRAHAM' ANNUAL OPERATING BUDGET FOR FISCAL YEAR 2023-2024.**

Motion made by Jack Little and seconded by Shana Weatherbee-Wolfe to approve the 'Visit Graham' Annual Operating budget for Fiscal Year 2023-2024. Motion passed unanimously 4 – 0.

18. **CONSIDER AND ACT TO APPROVE, ON SECOND READING, ORDINANCE NO. 1155, AMENDING SECTION 3-19 -"USE OF AIRPORT RESTRICTED", OF CHAPTER 3 "AIRPORT", OF THE CODE OF ORDINANCES (AS AMENDED), TO PROVIDE FOR THE TRANSFER, TO THE AIRPORT BOARD OF DIRECTORS, THE FULL APPROVAL AUTHORITY TO APPROVE COMMERCIAL ACTIVITY AT THE GRAHAM MUNICIPAL AIRPORT.**

Motion made by Brant Lundgren and seconded by Jack Little to approve, on SECOND READING, Ordinance No. 1155, amending Section 3-19 -"Use of airport restricted", of Chapter 3 "Airport", of the Code of Ordinances (as amended), to provide for the transfer, to the Airport Board of Directors, the full approval authority to approve commercial activity at the Graham Municipal Airport. Motion passed unanimously 4 – 0.

19. **CONSIDER AND ACT TO APPROVE, ON FIRST READING, ORDINANCE NO. 1156, AMENDING SECTION 16-12 "CAMPING AND RELATED USES OF CITY OWNED PROPERTIES", OF CHAPTER 16 "MISCELLANEOUS OFFENSES AND PROVISIONS", OF THE CODE OF ORDINANCES (AS AMENDED), TO PROVIDE FOR A PROHIBITION ON THE USE OF OPEN FIRES, OF ANY TYPE, IN ALL CITY PARKS.**

Motion made by Jack Little and seconded by Shana Weatherbee-Wolfe to take NO ACTION, on Ordinance No. 1156, amending Section 16-12 "Camping and related uses of city owned properties", of Chapter 16 "Miscellaneous Offenses and Provisions", of the Code of Ordinances (as amended), to provide for a prohibition on the use of open fires, of any type, in all City parks. Motion passed unanimously 4 – 0.

20. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO ADVERTISE A REQUEST FOR PROPOSALS FOR A WATER AND SEWER RATE STUDY.**

Motion made by Jack Little and seconded by Shana Weatherbee-Wolfe to authorize the City Manager to advertise a Request for Proposals for a Water and Sewer Rate Study. Motion passed unanimously 4 – 0.

21. **CONSIDER AND ACT TO APPROVE RESOLUTION NO. 162 NOMINATING A CERTAIN PERSON AS A CANDIDATE FOR ELECTION TO THE BOARD OF DIRECTORS OF THE YOUNG CENTRAL APPRAISAL DISTRICT.**

Motion made by Jack Little and seconded by Shana Weatherbee-Wolfe to approve Resolution No. 162 nominating Jeff Dickinson as a candidate for election to the Board of Directors of the Young Central Appraisal District. Motion passed unanimously 4 – 0.

22. **CONSIDER AND ACT TO APPROVE AN INTERLOCAL COOPERATION AGREEMENT, FOR THE COLLECTION OF AD VALOREM TAXES, BY AND BETWEEN THE YOUNG CENTRAL APPRAISAL DISTRICT AND THE CITY OF GRAHAM.**

Motion made by Jack Little and seconded by Brant Lundgren to approve an Interlocal Cooperation Agreement, for the collection of Ad Valorem Taxes, by and between the Young Central Appraisal District and the City of Graham. Motion passed unanimously 4 – 0.

23. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND CONCLUDE A CONTRACT, IN AN AMOUNT NOT TO EXCEED \$798,000, WITH VAPOR INDUSTRIES (SLIPPERY ROCK, PENNSYLVANIA), A LIMITED LIABILITY COMPANY, IN SUPPORT OF THE SLUDGE LAGOON DREDGING PROJECT.**

Motion made by Brant Lundgren and seconded by Shana Weatherbee-Wolfe to authorize the City Manager to negotiate and conclude a contract, in an amount not to exceed \$798,000, with Vapor Industries (Slippery Rock, Pennsylvania), a Limited Liability Company, in support of the Sludge Lagoon Dredging Project. Motion passed unanimously 4 – 0.

24. **CONSIDER AND ACT TO APPROVE RESOLUTION NO. 163, WHICH IMPLEMENTS FINANCIAL MANAGEMENT POLICY STATEMENT NO. 3, A POLICY STATEMENT WHICH DIRECTS THE FINANCE DIRECTOR TO SEGREGATE CERTAIN REVENUES DERIVED FROM SOURCES ASSOCIATED WITH ACTIVITIES IN AND AROUND LAKE GRAHAM AND LAKE EDDLEMAN AND FURTHER, RESERVING SUCH REVENUES FOR SPECIFIC, FUTURE EXPENSES.**

Motion made by Jack Little and seconded by Brant Lundgren to approve Resolution No. 163, which implements Financial Management Policy Statement No. 3, a policy statement which directs the Finance Director to segregate certain revenues derived from sources associated with activities in and around Lake Graham and Lake Eddleman and further, reserving such revenues for specific, future expenses. Motion passed unanimously 4 – 0.

25. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO HOLD VACANT, THREE POSITIONS IN THE STREETS DEPARTMENT, FOR FISCAL YEAR 2023-2024, AND FURTHER AUTHORIZE THE TRANSFER OF THE RESULTANT SAVINGS IN PERSONNEL EXPENSES TO THE STREETS PAVING PROGRAM.**

Motion made by Jack Little and seconded by Brant Lundgren to authorize the City Manager to hold vacant, three positions in the Streets Department, for Fiscal Year 2023-2024, and further authorize the transfer of the resultant savings in personnel expenses to the Streets Paving Program. Motion passed unanimously 4 – 0.

26. **DISCUSSION REGARDING PROPOSED FUTURE AGENDA ITEMS.**

Future agenda items included: Forming a City of Graham Charter Review Working Group.

27. **RECESS INTO EXECUTIVE SESSION UNDER THE FOLLOWING PROVISION OF THE TEXAS LOCAL GOVERNMENT CODE:** Mayor Alex Heartfield convened the

Council into Executive Session at 9:52 a.m.

**Sec. 551.074 –Personnel**

- Deliberations regarding the duties and responsibilities of the Airport Manager

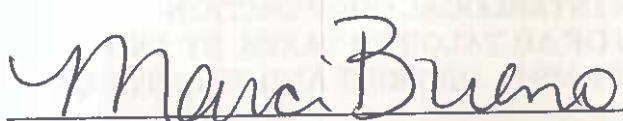
28. **RECONVENE FROM EXECUTIVE SESSION AND TAKE ACTION, AS REQUIRED.**

Mayor Alex Heartfield reconvened from Executive Session at 10:05 a.m.

29. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:05 a.m. Motion made by Jack Little and seconded by Shana Weatherbee-Wolfe.

  
R. Alex Heartfield, MAYOR

  
Marci Bueno, City Secretary/Financial Official