

**CITY OF GRAHAM
SPECIAL SESSION
TUESDAY, FEBRUARY 24, 2015
8:00 A.M.**

The City Council of the City of Graham met in special session at 8:00 a.m. on Tuesday, February 24, 2015, in the Conference Room of the City of Graham Police Department located at 216 S. Maple Street.

Council Members Present:

Mayor Jerry Peterman
Mayor Pro Tem Jimmy Linens
Council Member Jim Albright
Council Member Chip Turner
Council Member Lee Kimrey

Also Present:

Frankie Maness, City Manager
Darcy Sperry, City Clerk
Michael Leinwand, Special Projects Coordinator
Melody Wiggins, Recreation & Parks Director
Jeff Prichard, Police Chief
John Andrews, Fire Chief
Terry Worth, Public Works Director
Victor Quick, Utilities Director
Sandra King, Finance Director

Mayor Jerry Peterman called the meeting to order and presided at 8:22 a.m.

Mayor Pro Tem Jimmy Linens gave the invocation.

Council Members engaged in breakfast with the attendees and Police Department staff followed by a tour of the Department led by Police Chief Jeff Prichard.

Council Members discussed with Chief Prichard implementing monthly “Town Meetings” with Graham residents. It was suggested that the meetings could take place in the morning at various restaurants thru out the City.

Prefacing the Fiscal Year 2015-2016 Budget

City Manager Frankie Maness briefly discussed the purpose of the meeting – which was to provide information about major topics that will affect the upcoming budget cycle. Mr. Maness presented an overall update on the status of the FY 2014-2015 Budget and various projects underway. He stated that generally speaking, our Budget numbers look good, despite receiving less support from the State. In addition, he stressed the importance of preserving the City’s assets – material as well as staff. Mr. Maness noted that the last pay study for Graham was done in 2007.

Mr. Maness indicated that tax revenues look good while sales tax revenue is better than expected – which bodes well for the General Fund. He stated that the Water & Sewer Fund numbers look to be in line with what was projected. He further advised that the Garage Fund revenues are down mainly due to Alamance County’s decision to take their vehicles elsewhere for service – leading to less billable hours. Mr. Maness informed Council Members that the City’s Wellness Program

achieved one hundred (100) percent employee participation as of December 31, 2014. This will lead to a five (5) percent credit in the City's insurance premium.

Discussion of 2016-2020 Capital Improvement Plan

Mr. Maness spoke of several areas that need attention throughout the City. He alerted Council Members to the fact that there are many costs that are State and Federally mandated and have to be paid. Council Members and Mr. Maness discussed the proposed 2016-2020 Capital Improvement Plan Summary draft. Mr. Maness advised Council that more information will be provided later in the Budget process as the two processes will run concurrent.

Roundtable Discussion with Department Heads

Chief Prichard stated that his priorities in the upcoming FY is the addition of an Animal Control Officer, two (2) Canine Officers.

Utilities Director Victor Quick discussed the need to repair/replace the Boyd Creek and Back Creek lift stations. He spoke of the need to replace media filters and mixers at the Graham-Mebane Water Plant, installing fire protection systems where needed and parking lot resurfacing.

Public Works Director Terry Worth identified street resurfacing as his Department's biggest need. He indicated that we are currently averaging one (1) mile of paving per year – while we should be completing four (4) miles per year. He indicated that the money that was allocated for resurfacing is being used for repairs instead. He also advised the need for a new rear loading garbage truck and a new street sweeper.

Fire Chief John Andrews advised Council that renovations to the existing fire station, a new brush truck and a new vehicle for the Fire Inspector are his priorities. He also suggested that we start the planning process for a new fire substation that will help to better serve Graham as it grows.

Recreation and Parks Director Melody Wiggins addressed the need for renovations on multiple buildings. In addition, she suggests purchasing thirty-two (32) acres of land adjacent to the old dam as well as installing security fencing at the lake to protect from landowner intrusion into our buffers. She also pointed out the need for four (4) new vehicles throughout the Recreation, Graham Mebane Lake and Athletic Facilities Budgets.

Finance Director Sandra King pointed out the increase in transactions from previous years, with less staff. She stated that she would like to add a full time Meter Reader in the upcoming budget. She also presented the Council with an alternative to the audit and financial statement preparation process.

Following lunch, Mayor Pro Tem Jimmy Linens made a motion to adjourn at 12:55 p.m., seconded by Council Member Chip Turner. All voted in favor of the motion.

Darcy Sperry, City Clerk