

**CITY OF GRAHAM
SPECIAL SESSION
THURSDAY, MARCH 14, 2019
8:30 A.M.**

The City Council of the City of Graham met in special session at 8:30 a.m. on Thursday, March 14, 2019, at the Impact Alamance Conference Center located at 133 East Davis Street, Burlington N.C.

Council Members Present:

Mayor Jerry Peterman
Mayor Pro Tem Lee Kimrey
Council Member Chip Turner
Council Member Griffin McClure
Council Member Melody Wiggins

Also Present:

Frankie Maness, City Manager
Aaron Holland, Assistant City Manager
Darcy Sperry, City Clerk
Jeff Prichard, Police Chief
Tommy Cole, Fire Chief
Tonya Mann, Utilities Director
Burke Robertson, Public Works Director
Brian Faucette, Recreation & Parks Director
Julianne Cordon, Finance Officer
Mary Faucette, Downtown Development Coordinator
Jeff Wilson, Information Technology Systems Mgr.

Mayor Jerry Peterman called the meeting to order and presided at 8:32 a.m. Impact Alamance Program Director Marcy Green welcomed everyone and briefly spoke about resources available to the community.

Fiscal Year 2018-2019 Budget Status and Project Updates

City Manager Frankie Maness briefly explained that the purpose of the meeting 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 Fiscal Year 2018-2019 Budget and various projects underway. He stated that generally speaking, our budget numbers are progressing as expected or better than expected in some cases. He added that ad valorem tax on property, sales tax collection revenues and the Water & Sewer Fund numbers look to be in line with what was projected.

Budget Considerations for 2019-2020

Mr. Maness advised that the real property tax base has increased and the Consumer Price Index (CPI) is at 1.9%. Mr. Maness referenced growing pains, leadership succession, Census 2020, increasing retirement contributions, recent market volatility, Small Area Plan recommendations, Recreation Master Plan recommendations, capital projects, weather and project queuing, bull or bear economy and the Wastewater Treatment Plant Study as contributing factors when putting together the 2019-2020 Budget.

Discussion of 2019-2024 Capital Improvement Plan

Assistant City Manager Aaron Holland explained the purpose of the Capital Improvement Plan (CIP) is to identify, prioritize and schedule for the procurement of capital infrastructure, facilities and equipment over a multiyear period.

He added that capital planning is an important management tool that strengthens the linkages between community infrastructure needs and the financial capacity of the City. Mr. Holland spoke of several projects done throughout this budget year and those areas that still need attention throughout the City. Council Members and staff briefly discussed the proposed 2020-2024 Capital Improvement Plan summary draft.

Discussion of 2019-2020 Budget with Department Heads

Mr. Holland spoke on behalf of the Information Technology Department, highlighting computer replacements, the Downtown Wi-Fi project, City backup device hardware replacement, City phone system replacement and VM replacement as CIP projects requested.

Police Chief Jeff Prichard informed Council Members that his CIP request for the upcoming year is to have the record room remodeled at the Police Department. Additionally, he is requesting four new officers. He expressed great concern for safety for his department and noted that there has not been an increase in personnel to the patrol shift since 1999.

Fire Chief Tommy Cole identified a satellite station/training facility, fire station renovations, cascade air system replacement, a command sport utility vehicle and turnout gear as his department's CIP requests for this upcoming budget.

Information Technology Systems Manager Jeff Wilson joined the meeting and spent time answering Council's questions about the request for downtown Wi-Fi, as well as discussing the need for additional personnel in his department. He informed Council that approximately 70-80% of his department's time is spent in the Police Department.

Mr. Holland spoke on behalf of the Inspections and Planning & Zoning Departments. He stated that the Planning Department is requesting a Development Ordinance rewrite in the upcoming budget.

Without objection, Mayor Peterman recessed the meeting at 11:30 a.m. for lunch and at 12:38 p.m. reconvened the meeting.

Public Works Director Burke Robertson identified the Marshall, Travora, Pomeroy Storm Drain Project, 4x4 pickup truck replacement, track loader replacement, Truby Drive repair design, SUV replacement, pedestrian sidewalks, street resurfacing, Accubatch brine maker, Elm and Maple municipal parking lot, tandem dump truck and Public Works asphalt repair and resurface as the Streets & Highways Department requests in the upcoming budget. He identified a 3500 4WD extended cab service body truck, bucket truck, Graham Memorial paving, track skid steer, metal carport and a zero turn mower as requests from the Property Maintenance division of Public Works. Mr. Maness and Mr. Robertson pointed out that for the first time ever, we achieved paving four miles this past year – the minimum to keep with the paving schedule. Mr. Robertson and staff spoke of the garbage situation in the downtown area and the need to either remove or relocate the Planet Aid receptacles located in a couple of the City's parking lots. He spoke of the need for more personnel as the demand on his department continues to grow.

Recreation and Parks Director Brian Faucette addressed the Recreation Department's need for multi-purpose fields, Graham Regional mountain/hiking trail, Maple St. Center renovations, Alamance Arts electrical projects, Alamance Arts garden renovation, 14-passenger mini bus, power operated goals at the Recreation Center, crowd control barriers and the installation of a water line at the Graham Regional Park. Mr. Faucette identified a warden boat and site master plan as needs for the Graham-Mebane Lake.

When speaking on behalf of the Athletic Facilities Department, Mr. Faucette stated his upcoming CIP requests include parking lot and track repaving at Cooke Park, park signs replacement, Recreation Center playground and South Graham Park restroom renovations. Council Member Melody Wiggins expressed her desire to see the door locks at the Recreation Center and Civic Center updated as soon as possible, stating employee safety needs to come first. Mr. Faucette advised that that is something that can be handled internally within the Recreation budget.

Utilities Director Tonya Mann identified the Water & Sewer Distribution Department's need for the Ardmore Street line renewal, chemical root control, manhole rehab, Montree Lane water line renewal, main line sewer replacement camera, risk and resilience assessment, sewer main cured in place pipe lining and unidirectional flushing engineered replacement. She advised that the Maintenance & Lift Stations Department will be asking for Old Fields Outfall project phase 1 & 2, a service truck and trailer and sewer bypass hoses. Ms. Mann informed Council that requests for the Water Treatment Plant will include filter 3-4 influent valves, filter rebuild, raw water 4 VFD, and resurfacing the Water Plant's driveway.

She stated the Wastewater Treatment Plant requests include a primary scum pump, sludge mixer pump, deionized water system, vacuum pump, administration and maintenance building roofs, pump house roofs, mechanical bar screen, influent grit pump and base, nutrient monitoring equipment, operator's vehicle, #3 secondary clarifier, electrical conduit replacement and transport pump on the transport truck.

Downtown Development Coordinator Mary Faucette gave Council Members an overview of what is happening in the Downtown area. She updated them on the Small Area Plan currently being done by the Toole Design Group. Mrs. Faucette spoke of possible incentives with our wayfinding project, speaking with Duke Energy in the future about possibly changing out the light poles in the downtown area. She asked Council to look towards branding in the future.

Following a brief discussion about the various items presented, Council Member Chip Turner made a motion to adjourn at 2:40 p.m., seconded by Council Member Wiggins. All voted in favor of the motion.

Darcy Sperry, City Clerk