

City of Graham City Council Meeting Minutes July 9, 2024



The City Council of the City of Graham held a regularly scheduled meeting at 6:00 p.m. on July 9, 2024, in the Council Chamber, City Hall Municipal Building at 201 South Main Street, Graham, NC.

Council Members Present:

Mayor Jennifer Talley
Mayor Pro Tem Ricky Hall
Council Member Bobby Chin
Council Member Joey Parsons
Council Member Bonnie Whitaker

Staff Present:

Megan Garner, City Manager
Aaron Holland, Assistant City Manager
Bryan Coleman, City Attorney
Bob Ward, City Attorney
Renee Ward, City Clerk

CALL TO ORDER: Mayor Jennifer Talley

INVOCATION & PLEDGE OF ALLEGIANCE

Council Member Parsons gave the invocation, and all stood for the Pledge of Allegiance.

CONSENT AGENDA:

- a. To approve the June 11, 2024, Council Meeting and sealed Closed Session minutes.
- b. To approve the Property Management Policy for ARPA Project Funding Compliance for accepting and expending funds for applicable projects.
- c. To approve a Resolution adopting the 2023 Local Water Supply Plan (LWSP). The State has completed its review of the 2023 LWSP for the City's water system and has found that it meets the minimum criteria established in N.C.G.S. 143-355(I).

RESOLUTION APPROVING CITY OF GRAHAM 2023 LOCAL WATER SUPPLY PLAN

WHEREAS, North Carolina General Statute 143-355(l) requires that each unit of local government that provides public water services or plans to provide such services shall, either individually or together with other such units of local government and large community water systems, prepare and submit a Local Water Supply Plan; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Local Water Supply Plan for the City of Graham has been developed and submitted to the City Council for approval; and

WHEREAS, the City Council finds that the Local Water Supply Plan is in accordance with the provisions of North Carolina General Statute 143-355(l) and that it will provide appropriate guidance for the future management of water supplies for the City of Graham, as well as useful information to the

Department of Environmental Quality for the development of a state water supply plan as required by statute.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Graham that the Local Water Supply Plan entitled City of Graham 2023 Local Water Supply Plan Update, dated March 28, 2024, is hereby approved and shall be submitted to the Department of Environmental Quality, Division of Water Resources; and

BE IT FURTHER RESOLVED that the City Council intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

This the 9th day of July 2024.

d. To approve tax releases in the amount of \$247.98.

Mayor Pro Tem Hall motioned to approve the Consent Agenda items, seconded by Council Member Chin. The motion passed unanimously.

NEW BUSINESS:

ITEM 1: PRESENTATION – FIRE STATION LOCATION ANALYSIS

City Council received a presentation of the 2024 Fire Station Location Analysis prepared by North Carolina Fire Chief Consulting.

Fire Chief Tommy Cole stated that he was extremely excited that an additional fire station was a priority of the City Council. Chief Cole stated the presentation tonight from Retired Chief Greg Grayson, North Carolina Fire Chief Consulting (NCFCC), was an update on the Fire Station Study completed in 2020.

Mr. Grayson highlighted the following analysis:

<p style="text-align: center;">Bottom Line - Take Away:</p> <ul style="list-style-type: none">• The purpose of this initiative was to evaluate the optimal and potential alternate <u>areas of consideration for future Graham Fire Station 2 and 3.</u>• Ultimately, we are seeking to provide advice, direction and input which will allow Graham officials to <u>strengthen and improve your overall fire protection service delivery system.</u>
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Mr. Grayson stated the primary purpose was to identify areas of consideration for Station Two and Station Three.

Enter ERF # here->		15	Baseline@ 90th percentile		
			Benchmark	Gap	
Call Processing Time (CP)	nth = 46	Pickup to Dispatch	0:01:55	0:01:00	0:00:55
Turnout Time (TO)		Turnout 1st Arriving Unit	0:02:50	0:01:20	0:01:30
Travel Time (Trv)		Travel Time 1st Arriving	0:03:07	0:04:00	Goal Met
	nth = 5	Travel Time ERF Unit	0:31:27	0:08:00	0:23:27
Total Response Time (TRT)		Total Response Time 1st Arriving Unit (CP,TO,Trv)	0:04:20	0:06:20	Goal Met
	nth = 5	Total Response Time ERF Unit (CP,TO,Trv)	0:32:08	0:10:20	0:21:48

STATISTICAL ANALYSIS - RESPONSE TIME PERFORMANCE

- Based on the 33-month evaluation period, the Graham Fire Department has demonstrated the ability to respond to **90 percent of all events (all risk hazard) within 07 minutes and 49 seconds**, or less, from the receipt of the event in the 911 center until the first fire department unit arrived.

Mr. Grayson shared that for 90% of emergency incidents in Graham, the first unit arrives within 7 minutes and 49 seconds.

Mayor Talley inquired about the response times.

Mr. Grayson stated there was no law or mandate for response times. He shared there were two consensus standards; urban areas with a career fire department and the other is suburban and rural areas with volunteer departments. The data presented was based upon the urban measure because Graham had more than a thousand people per square mile. When you compare the standard meant for volunteer and combination fire departments, you are looking at that 10-minute mark, and Graham is under that 10-minute mark. He stated when you apply this in an urban setting, your times are a little above what some of those would be in another standard or municipal standard. The NCFCC is looking for a 4-minute travel time plus the turnout call processing times. He stated insurance companies look at three pieces: emergency communications, water supply, and fire department. He noted the first two questions the insurance company would ask are the distance from a hydrant and the ISO rating.

Mayor Talley asked what was Graham’s ISO rating.

Fire Chief Cole stated the Graham Fire Department was a Class 3 department. He stated the distribution of resources as the City grew it took a hit because the trucks were traveling further, and there was a range for engines and ladder trucks.

Mayor Talley asked how we could get the ISO rating to a 2.

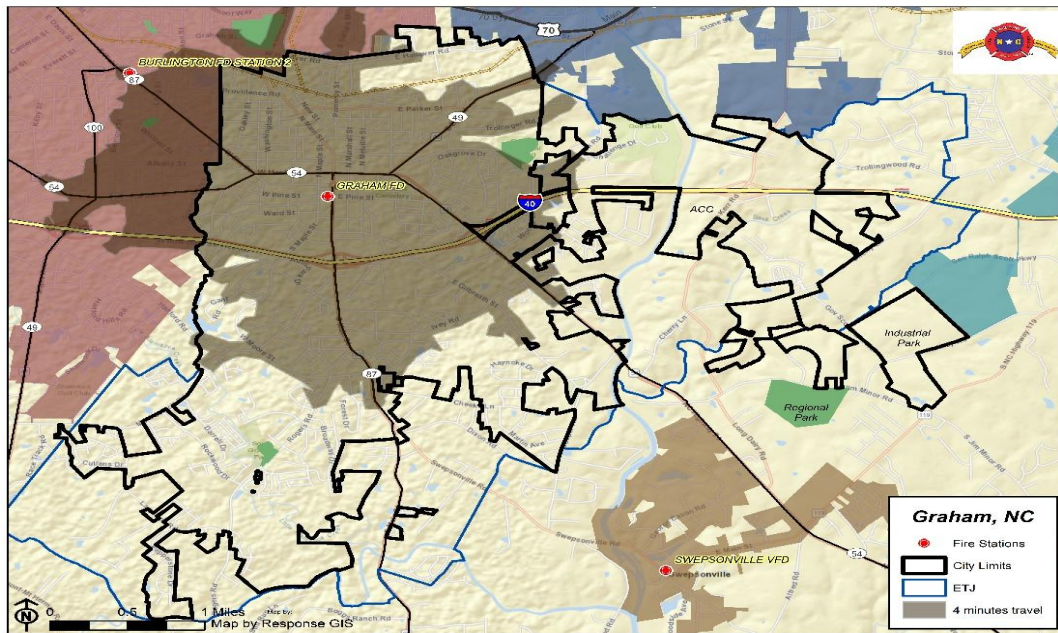
Fire Chief Cole stated that this project, along with the emphasis on improving services, was to allow an additional fire station to be placed further out to reduce travel times.

GRAHAM WORKLOAD ANALYSIS

Primarily 8am-8pm Each Day

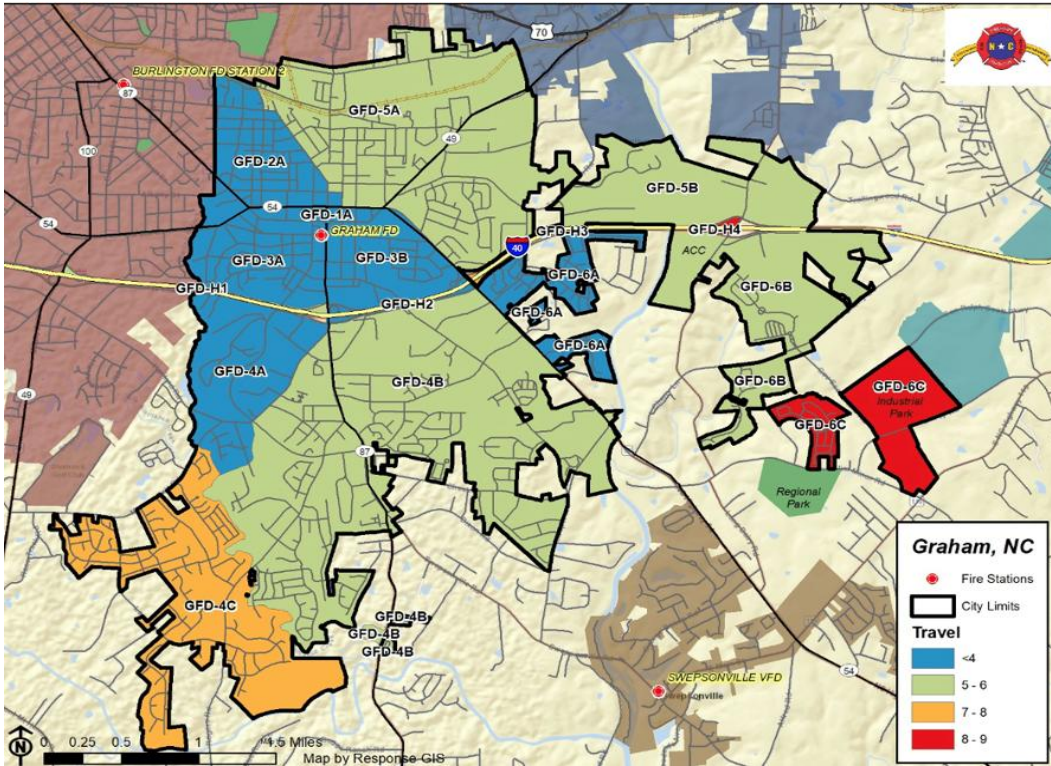
Hour	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total
0	22	29	23	26	19	21	27	167
1	27	29	27	13	20	16	25	157
2	27	23	18	25	14	17	27	151
3	34	23	22	5	10	13	17	124
4	17	15	9	12	18	22	26	119
5	24	30	18	17	24	22	26	161
6	27	20	27	21	30	30	22	177
7	23	31	31	34	39	37	28	223
8	33	59	41	46	56	43	40	318
9	44	48	50	50	56	49	41	338
10	47	57	65	69	58	59	49	404
11	36	76	59	66	74	65	45	421
12	38	61	50	48	61	54	59	371
13	44	60	62	76	65	66	52	425
14	50	67	64	50	67	57	50	405
15	40	57	64	59	49	66	43	378
16	49	54	61	53	59	62	41	379
17	55	55	45	56	49	56	38	354
18	47	45	44	51	55	61	52	355
19	50	39	55	40	28	49	33	294
20	41	45	50	35	43	44	46	304
21	42	43	40	34	41	47	44	291
22	34	29	33	28	38	43	28	233
23	28	35	26	30	33	42	31	225
Total	879	1,030	984	944	1,006	1,041	890	6,774

Mr. Grayson shared the peak times or call volumes rated from 8:00 am to 8:00 pm daily.



Overall Graham Travel Time Coverage:

The dark brown area represents the 4-minute travel time capability from Graham's one fire station.

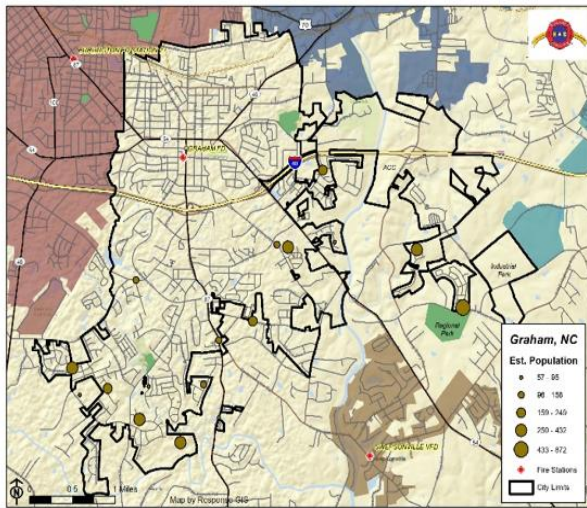


Travel time affects on the entire City of Graham.

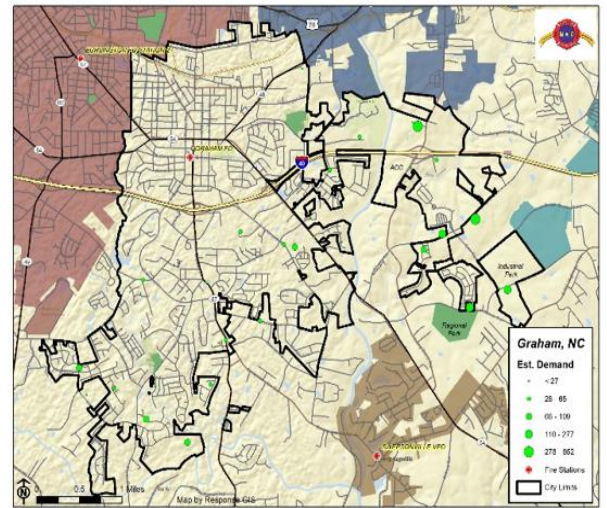
Orange is 7 to 8 minutes response time.

Red is 8 to 9 minutes response time.

Impacts of New Development on Fire Services for Graham:



New Development Estimated **Population**



New Development Estimated **Incidents**

Mr. Grayson stated the new development would significantly impact fire services.

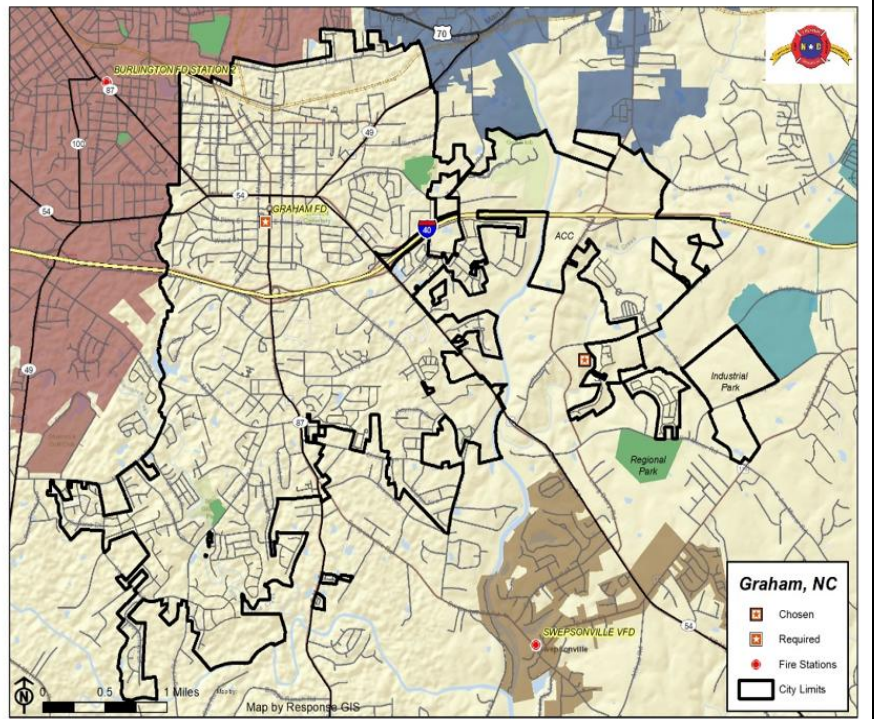
Fire Station Vulnerability Risk Index Score Rating

- Can be equated to level of service delivery capability.
- The computer modeling system divides Graham into hexagonal shapes based upon travel times.
- The vulnerability risk index (VRI) was constructed using the five varying levels of population, emergency call demand, and land use/hazard risk and applied to each hexagonal cell with a risk score that reflects the ranks of the metrics described in that area.
- The higher the VRI, the higher the level of service capability.
- Models were run with and without automatic aid for Graham.

Mr. Grayson shared Graham's VRI score was currently at 34%. Additional fire services would affect the score.

Optimal Second Fire Station Location with Planned Development

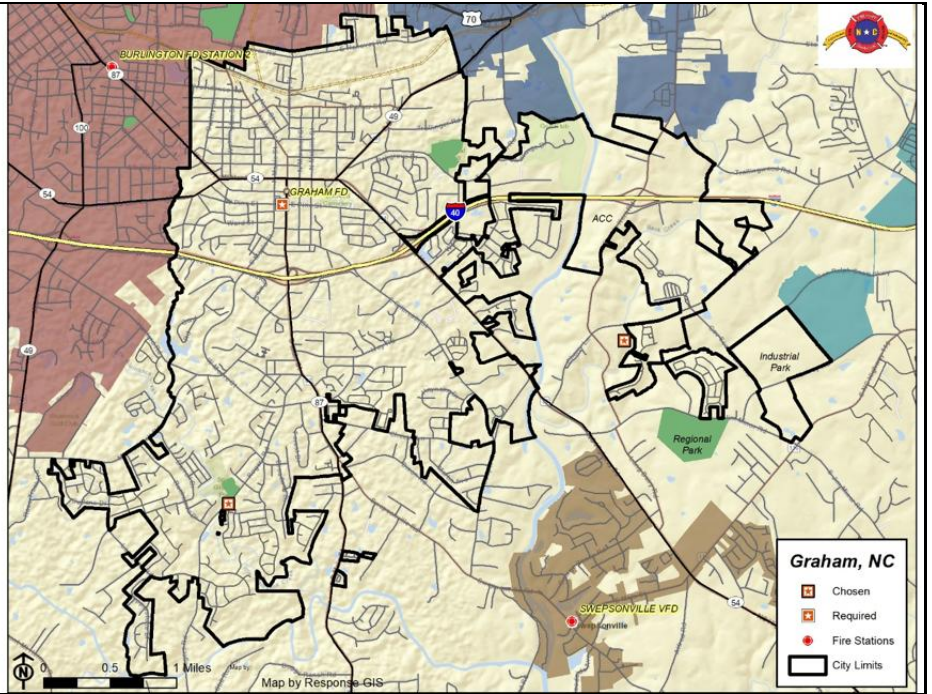
- *Eastern Side of City.*
- *Area of Interest near Cherry Lane and Jimmie Kerr Road.*



An additional fire station in Cherry Lane and Jimmie Kerr Road would increase Graham's current VRI score from 34% to 54%.

Optimal Third Fire Station Location with Planned Development

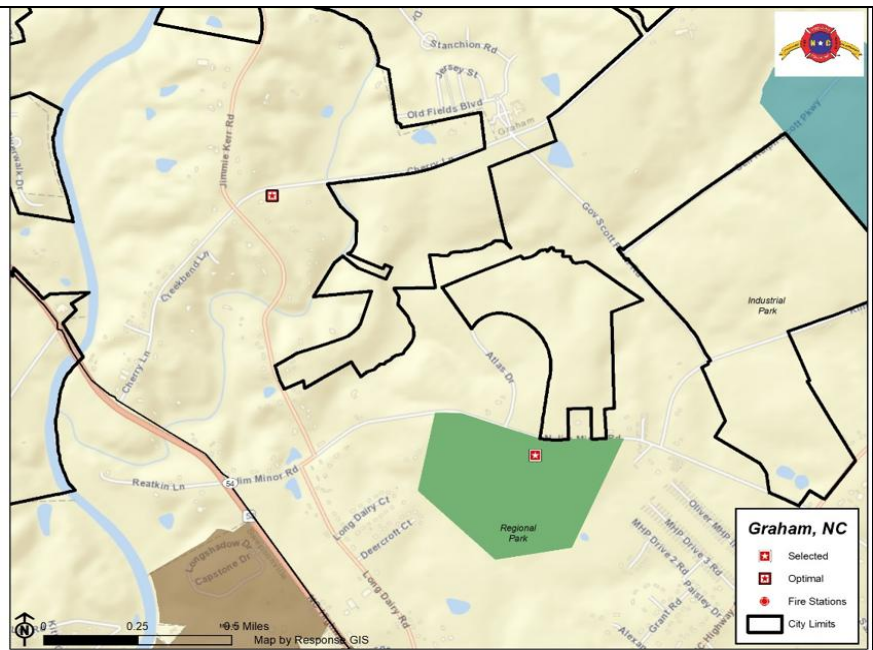
- *Western Side of City.*
- *Area of Interest near Rogers Road.*



A second additional fire station on the city’s western side near Rogers Road would increase the VRI score from 54% to 69%.

Potential Alternative City Owned Sites for Graham Fire Station 2:

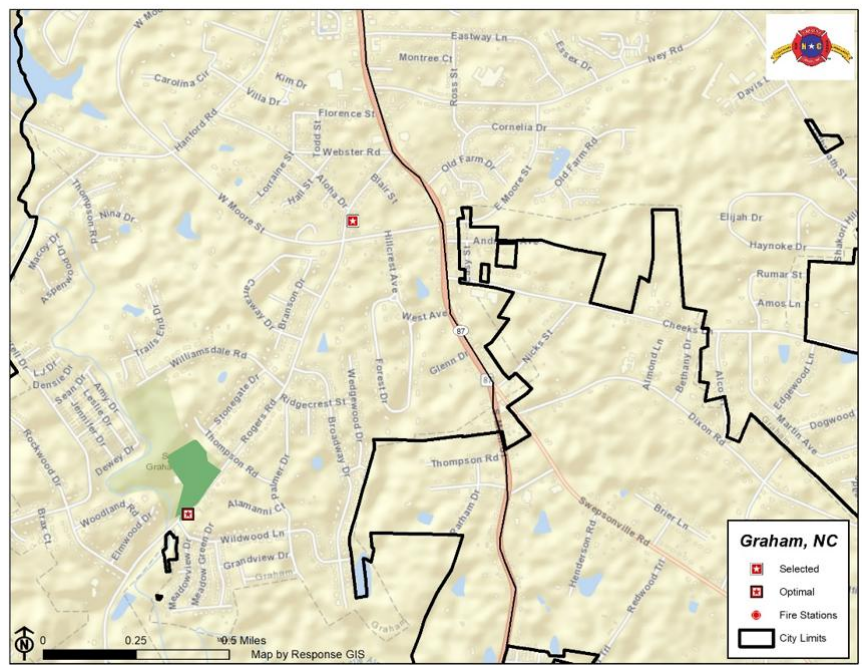
- *East Side of City.*
- *Graham Regional Park*



Placing an additional fire station on City-owned land would increase Graham’s current VRI score from 34% to 52% (-2% from optimum)

Potential Alternative City Owned Sites for Graham Fire Station 3:

- West Side of City.
- Rogers Road.



A second additional fire station on the west side of the city near Rogers Road would increase Graham's VRI score from 54% to 66% (-3% from optimum)

Consider Potential Future Funding Structures:

Calls For Service
Area
Population
Road Miles
Valuation
Bld. Sq '
Parcels
Commercial Property
Residential Property
Exempt Property
Other Property

- Best practice is for providing the closest fire station response.
- Fortunately, Alamance County utilizes an automatic aid response system between fire departments.
- In the future as Graham continues to grow and expand, it is recommended that Graham request Alamance County to create a Fire Protection Service District where a Graham fire station is closest within Graham's Extraterritorial Jurisdiction (ETJ) of unincorporated area to help Graham offset fire service costs with sustainable additional fire station funding.

Policy Makers Key Next Steps:

1. Decision regarding the next fire station location for Graham to improve service delivery levels.
2. Funding plan for the fire station construction and operational costs including fire staffing needs.
3. Consideration of collaborating with Alamance County to establish a fire protection service district in the Graham ETJ to help support closest station fire station response from Graham.

Mayor Talley asked if City property could be an option at the Graham Regional Park.

City Manager Garner stated the majority of the land at Graham Regional Park was purchased with PARTF dollars. She stated that one parcel had road frontage that was not included, and it was approximately three acres. She stated staff had reached out to the State to determine if part of the parcels could be used for a station, but did not have an answer yet.

Mayor Talley suggested placing the station at an existing park for additional security and training opportunities.

PUBLIC COMMENT PERIOD

Mr. Keith Westbrooks, 604 Trockwater Court, Graham, inquired about the sewer/stormwater increase.

CITY STAFF COMMENTS

No comments.

CITY COUNCIL COMMENTS

Mayor Talley shared the following events:

- Saturday, July 20, 2024 – ALCOVETS Cruise-In and Concert Series – Favored Band – Graham Amphitheater
- Thursday, July 25, 2024 – Veterans Battlefield Documentary Showing – Graham Cinema
- Thursday, July 25, 2024 – Thursdays at Seven – Blackwater Band – Streets of Downtown Graham
- Friday, August 2, 2024 – Musical Chairs Concert Series – Dani Kerr & The Skeleton Krew – Bill Cooke Park
- August 24, 2024 – Downtown Businesses Hoe Down
- September 13-15, 2024 – Ballon Festival – Cedarock Park
- September 21, 2024 - Grahamtoberfest – Downtown Graham Elm Street

Council Member Chin shared a compliment by County Commissioner Paisley for a great working relationship between the City Council and the County Commissioners.

Council Member Whitaker thanked Chief Cole and Chief Grayson for presenting the fire study.

CLOSED SESSION:

City Council considered going into closed session pursuant to N.C.G.S. 143-318.11(a)(5) to consider the purchase of 1076, 1100, and 1134 Town Branch Road adjacent to Bill Cooke Park parcel numbers 147644, 147738, and 147739 (owned by Susan Teer Lambert & Cathy Teer Evans) for the intended use of park and recreational facilities.

Motion by Council Member Whitaker to go into Closed Session pursuant to N.C.G.S. 143-318.11(a)(5) to consider the purchase of 1076, 1100, and 1134 Town Branch Road adjacent to Bill Cooke Park parcel numbers 147644, 147738, and 147739 (owned by Susan Teer Lambert & Cathy Teer Evans) for the

intended use of park and recreational facilities, seconded by Mayor Pro Tem Hall. The motion passed unanimously.

Motion by Mayor Pro Tem Hall to go out of the Closed Session, seconded by Council Member Chin. The motion passed unanimously,

Motion by Council Member Whitaker to return to Open Session, seconded by Mayor Pro Tem Hall. The motion passed unanimously.

Mayor Talley stated the Council had discussed purchasing the above-mentioned property and asked for a motion.

Motion by Mayor Pro Tem Hall to accept the offer to purchase and contract in the amount of \$615,000, seconded by Council Member Chin. The motion passed unanimously.

Mayor Talley asked for a motion to approve a budget amendment for earnest money in the amount of \$20,000.

Motion by Mayor Pro Tem Hall to approve a budget amendment for \$20,000, seconded by Council Member Chin. The motion passed unanimously.

ADJOURN

Motion by Council Member Chin to adjourn, seconded by Mayor Pro Tem Hall. The motion passed unanimously. The meeting adjourned at 7:14 p.m.

Renee M. Ward, CMC
City Clerk