

City of Graham City Council Meeting Minutes March 12, 2024



The City Council of the City of Graham held a regularly scheduled meeting at 6:00 p.m. on March 12, 2024, in the Council Chamber, City Hall Municipal Building located 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

CONSENT AGENDA:

- a. To approve the February 13, 2024, regular meeting minutes and to approve and seal the February 13, 2024, Closed Session minutes for attorney-client privilege.
- b. To approve a request to close the 100 Block of E. Elm Street on Saturday, May 11, 2024, for the Big C Community Christian Concert from 7:00 am to 8:00 pm (includes setup and cleanup).
- c. To approve a budget amendment updating the American Rescue Plan Act Project Ordinance for \$87,016 to fund equipment for the Fire Department and employer-paid dental plan.

RESOLUTION ESTABLISHING THE BUDGET FOR ARPA FUNDS GRANT ORDINANCE

WHEREAS, On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law by the President;

WHEREAS, Section 9901 of ARPA amended Title VI of the Social Security Act (the Act) to add section 602, which establishes the Coronavirus State Fiscal Recovery Fund, and section 603, which established the Coronavirus Local Fiscal Recovery Fund (together, the Fiscal Recovery Funds);

WHEREAS, On June 8, 2021, the City Council of the City of Graham hereby created an American Rescue Plan Act (ARPA) Local Fiscal Recovery Fund.

WHEREAS, On August 9, 2022, the City Council of the City of Graham approved \$3,784,134 in projects for the ARPA Local Fiscal Recovery Fund leaving an unencumbered balance of \$1,202,206.

WHEREAS, On September 13, 2022, the City Council of the City of Graham approved additional projects amounting to \$69,916 for the ARPA Local Fiscal Recovery Fund leaving an unencumbered balance of \$1,132,290.

WHEREAS, On October 11, 2022, the City Council of the City of Graham approved additional projects amounting to \$195,000 for the ARPA Local Fiscal Recovery Fund leaving an unencumbered balance of \$937,290.

WHEREAS, On December 19, 2022, the City Council of the City of Graham approved additional projects amounting to \$550,000 for the ARPA Local Fiscal Recovery Fund leaving an unencumbered balance of \$387,290.

WHEREAS, On January 10, 2023, the City Council of the City of Graham approved an amendment of \$7,555 to the ARPA Local Fiscal Recovery Fund leaving an unencumbered balance of \$379,735.

WHEREAS, On August 8, 2023, the City Council of the City of Graham approved an amendment of \$215,000 to the ARPA Local Fiscal Recovery Fund leaving an unencumbered balance of \$164,735.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM, NORTH CAROLINA, that pursuant to Section 13.2, Chapter 159 of the General Statutes of North Carolina, the following Project Ordinance is hereby revised to include additional projects:

Section 1. The Project authorizes the use of ARPA Funds.

Section 2. The officials of the City of Graham are hereby directed to proceed with this project within the terms of the project. Staff is authorized to execute change orders within the budget ordinance.

Section 3. The following revenues are anticipated to be available to the City to complete the project:

ARPA Revenue	\$4,908,621
TOTAL	\$4,908,621

Section 4. The following amounts are appropriated for this project at this time:

10" Water Line Replacement	\$3,500,000
GPD Positions Equipment	\$ 62,101
Vehicles	\$ 204,033
Fuel Master System Upgrade	\$ 18,000
Civic Center Repairs – Roof & Floor	\$ 66,343
Camera at Parks – Entrances	\$ 11,128
GM Lake – Ramp Renovation	\$ 195,000
Albright Ave Water Line Replacement	\$ 550,000
Public Works Building	\$ 215,000
Fire Department Equipment	\$ 33,016
Employee dental	\$ 54,000
TOTAL	\$4,908,621

Section 5. The Finance Director shall report on the financial status of this project as directed by the City Council and will inform the Council of any unusual occurrences.

Section 6. Copies of this project ordinance shall be made available to the City Manager and the Finance Director for direction in carrying out this project.

Section 7. This ordinance shall take effect upon passage.

Approved this the 12th day of March 2024.

- d. To approve a budget amendment to allocate \$242,465 of the General Fund balance for payment on the 2023 Ladder Fire Truck.

CITY OF GRAHAM					
BUDGET AMENDMENT ORDINANCE					
2023-2024					
BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT					
THE 2023 - 2024 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:					
Section 1.					
EXPENDITURES					
DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Ladder Fire Truck Loan	-	243,465.00	243,465.00		243,465.00
	-	243,465.00	243,465.00	-	243,465.00
Section 2.					
REVENUES					
	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
GF Fund Balance Appropriation	1,527,157.00	1,770,622.00	243,465.00		243,465.00
	1,527,157.00	1,770,622.00	243,465.00	-	243,465.00
Adopted this 12th day of March 2024.					

- e. To approve a resolution accepting an amended funding offer to accept the ASADRA funding increase and revised project budget for the Wastewater Treatment Plant upgrade and expansion.

CAPITAL PROJECT ORDINANCE WWTP UPGRADE AND EXPANSION

WHEREAS, On February 9, 2021, the City Council of the City of Graham hereby created the initial WWTP Upgrade and Expansion Capital Project Ordinance, and

WHEREAS, On November 8, 2022, the City Council of the City of Graham hereby approved and adopted the revised WWTP Upgrade and Expansion Capital Project Ordinance in the total amount of \$84,649,290, and

WHEREAS, On March 12, 2024, the City Council of the City of Graham hereby approved and adopted the WWTP Upgrade and Expansion Capital Project Ordinance to reflect the increase in ASADRA State Loan funds.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM, NORTH CAROLINA, that pursuant to Section 13.2, Chapter 159 of the General Statutes of North Carolina, the following revised Capital Project Ordinance is hereby adopted:

Section 1. The Project authorized is WWTP Upgrade and Expansion.

Section 2. The officials of the City of Graham are hereby directed to proceed with this project within the terms of the project. Staff is authorized to execute change orders within the budget ordinance.

Section 3. The following revenues are anticipated to be available to the City to complete the project:

Proceeds from Retained Earnings	\$ 1,659,790
Proceeds from ASADRA State Loan	\$25,300,000
Proceeds from CWSRF State Loan	<u>\$57,689,500</u>
TOTAL	\$84,649,290

Section 4. The following amounts are appropriated for this project:

Professional Services – Planning & Design	\$ 2,726,845
Professional Services – Construction	\$ 3,479,228
Construction – Crowder	\$74,653,000
Contingencies	\$ 2,130,427
Loan Fees	<u>\$ 1,659,790</u>
TOTAL	\$84,649,290

Section 5. The Finance Director shall report on the financial status of this project as directed by the City Council and will inform the Council of any unusual occurrences.

Section 6. Copies of this project ordinance shall be made available to the City Manager and the Finance Director for direction in carrying out this project.

Section 7. This ordinance shall take effect upon passage.

This the 12th day of March 2024.

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, the North Carolina Clean Water Revolving Loan and Grant of 1987 has authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of wastewater treatment works, wastewater collection systems, and water supply systems, water conversation projects, and

WHEREAS, the North Carolina Department of Environmental Quality has offered a (State Revolving Loan, State Grant, or State Bond Loan) in the amount of \$82,989,500 for the construction of the Wastewater Treatment Plant Upgrade, and

WHEREAS, The City of Graham intends to construct said project in accordance with the approved plans and specifications,

NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF GRAHAM:

That the City of Graham does hereby accept the (State Revolving Loan, Grant, or State Bond Loan) offer of \$82,989,500.

That the City of Graham does hereby give assurance to the North Carolina Department of Environmental Quality that all items specified in the (loan or grant) offer, Section II-Assurances will be adhered to.

That Megan Garner (City Manager), the **Authorized Official**, and successors so titled, are hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **City of Graham** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the **12th day of March 2024,** at Graham, North Carolina.

- f. To approve tax releases totaling \$600.26.

CITY OF GRAHAM RELEASE ACCOUNTS				
MARCH				
<u>ACCT#</u>	<u>YEAR</u>	<u>NAME</u>	<u>REASON FOR RELEASE</u>	<u>AMOUNT RELEASED</u>
12747	2023	SOSA, EFRAIN	MH DOUBLE LISTED	\$12.84
12001	2023	CRAWLEY, WILLIE MAYS JR	BOAT & MOTOR IN GUILFORD CO	\$3.19
11852	2023	YOHO, RONALD	TRAILER SOLD	\$7.03
11852	2022	YOHO, RONALD	TRAILER SOLD	\$7.03
11852	2021	YOHO, RONALD	TRAILER SOLD	\$7.03
4220	2022	ALLEN, TIM	MH DOUBLE LISTED	7.57
4220	2020	ALLEN, TIM	MH DOUBLE LISTED	\$7.83
700	2022	PATTERSON, GLEN E	DOUBLE BILLED W/ P#178542	\$17.76
2536	2022	RIVERWALK 54 LLC	COMMON AREA	\$501.21
2537	2022	RIVERWALK 54 LLC	COMMON AREA	\$28.77

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

OLD BUSINESS:

ITEM 1: DOWNTOWN STREET CLOSURE REQUESTS – GRAHAM RECREATION EVENTS

City Council considered the following road closures for the Graham Recreation Department Programs in Downtown Graham continued from the February 13, 2024, City Council meeting:

- **Slice of Summer:** review options for road closures to hold the Slice of Summer event.

Emma Griffin, Program Manager, suggested keeping the original time of the Slice of Summer on Saturday, June 8, 2024. She stated there was a slight change to block approximately 30 parking spaces the morning of the event so the area would be clear for the Water Department to run water lines. This would allow the streets to be open until 2:30 pm instead of closing at 1:00 pm.

Council Member Whitaker asked if surveys were sent out and how many were returned.

Ms. Griffin stated three surveys were returned. She stated one survey suggested maintaining the original event site from 4:00 pm to 8:00 pm stating the idea of moving would be moving traffic away from downtown businesses and exposing visitors to the shops, restaurants, and bars. She stated another survey indicated Option B of moving the event to a Sunday, and the third survey indicated Option D, which would be moving it to a Sunday and the new event site. She stated those three surveys did not adequately represent the opinions of downtown business owners. She stated there were also three in-person meetings and a total of only four people attended representing three businesses.

Ms. Cheryl Rich, Sandy & Company, and Amy Wilkinson, The Main Line, stated they both had spoken to several businesses this week who could not come to the meetings and were told they had to close during the event last year. She stated retail businesses struggled on that day because of parking. Ms. Rich suggested Option D, a different location so it does not affect the businesses. Ms. Wilkinson stated that when the original email was sent, not all the businesses were listed and there were some old businesses listed on the email group.

Mayor Talley asked if the new event site would limit what could be offered at the event.

Mr. Faucette stated the space should not limit what we have had in previous years. He stated that they would need to close some of Maple Street but would leave the Sheriff's Department parking lot open so it could be accessed.

Mayor Talley asked if they would be able to get the big mega slide in that area.

Ms. Griffin stated they may have to adjust some of the attractions but the idea was to be able to offer the same attractions as past years.

Council Member Whitaker thanked staff for all the work they have done to work with the businesses. She stated she spoke with two businesses on Main Street and two businesses on Elm Street and they were happy with leaving the event where it had been in the past because they made a lot of money.

Bella DiStefano stated Saturdays were busy days and suggested Option D on a Sunday in a different location.

Mayor Talley asked if staff could place signage out the day before or early morning to inform the public of which parking spots would be closed along with the time of the road closure. She also inquired about possibly towing cars if they are not moved by the stated time.

Mr. Faucette stated staff had a long history with Thursdays At Seven putting out barricades with signage stating what time the street would close and there would always be cars remaining. He stated for the annual parade, officers taped off the street in the early morning to make sure no cars were in the parade route, and if they did not move, staff had to set up around the cars, and when the owner showed up they were not happy because they were blocked in.

Mayor Talley asked if the solution could be towing cars to a public parking lot.

Mr. Faucette said that would be a conversation for the wrecker services and they would need to be paid. He asked if the City would be paying for that service.

Mayor Talley stated if the City was hiring a tow company to come out and tow it should be part of an event cost.

Council Member Chin stated signage would need to state cars would be towed.

City Manager Garner stated she had discussions earlier with Legal about towing cars, and for liability purposes, it would be better to leave the tow bill between the company and the vehicle owner and tow cars to a secure lot. She stated if the City towed to a public lot and the vehicles were damaged, the City could be named in a claim. She stated the tow company would be better suited to take cars to a secure lot.

Motion by Mayor Talley for Option C for Slice of Summer event, seconded by Mayor Pro Tem Hall. The motion passed unanimously.

Option C: NEW EVENT SITE – 100 & 200 blocks of West Elm St./sections of 100 blocks of N. & S. Maple St.

- a. Saturday, June 8: 3:00 pm-7:00 pm (rain date: Saturday, June 22)
- b. 8:00 am-1:30 pm: Block designated parking spaces (for hoses to be run from hydrants to attractions.) Roughly 20 spaces.
- c. 1:30 pm-8:00 pm: Close 100 and 200 Blocks of West Elm Street, and 100 Blocks of North and South Maple Street

Ms. Bella DiSteffano asked for the Pumpkin Bash to be moved to a Sunday.

Mr. Shawn Riley, 1907 Channel Street, stated he moved to Graham because of the events. He stated at the last event, he and his wife had shopped at Sandy's and other businesses. He stated Graham's downtown events are the coolest thing about Graham.

Motion by Council Member Whitaker to approve the Pumpkin Bash and closure of the 100 blocks of East and West Elm Streets on Friday, October 25, 2024, from 3:00 pm to 10:30 pm and North and South Main Streets from 4:00 pm to 10:30 pm, seconded by Council Member Parsons. The motion passed unanimously.

Council Member Parsons asked staff to report back to Council in July on how the new location worked for the Slice of Summer event.

ITEM 2: UPDATE – LINE-OF-SITE – GILBREATH AND MAPLE AVENUE

City Council received an update on the line-of-site issue at the intersection of Gilbreath and Maple Avenue.

City Manager Garner stated the City Council had discussed the line-of-site issue for the last several meetings and most recently in February. She stated staff met with the homeowners who were receptive to the idea of eliminating some of the plantings that could have been potential line-of-sight issues. She stated the day they met, the homeowners immediately removed the plants that evening. Ms. Garner stated the issue has been resolved and the property owners were great to work with.

City Manager Garner stated since then the City had received other citizen complaints regarding traffic enforcement issues in that area such as running stop signs and speeding. She stated the speed data sign was placed on North Maple Street for two weeks and then moved to the southbound. She stated the Police Department was asked to pay particular attention to that area for enforcement issues.

PUBLIC HEARINGS:

ITEM 3: ADOPT RESOLUTIONS – ALAMANCE COUNTY MUNICIPAL TOURISM DEVELOPMENT – MUNICIPAL ROOM OCCUPANCY TAX

A public hearing had been set to consider adopting a resolution joining the Alamance County Municipal Tourism Development Authority and adopting a resolution levying a municipal room occupancy tax.

City Manager Megan Garner stated the North Carolina General Assembly ratified Senate Bill 154, An Act to Make Various Occupancy Tax Changes, that authorized the municipalities of Graham, Burlington, Elon, and Mebane to levy room occupancy taxes and to create the Alamance County Municipal Tourism Development Authority to promote travel and tourism within the aforementioned municipalities in Alamance County. She stated the law further required any city that levies such a tax to join with the other communities to create an Alamance County Municipal Tourism Development Authority to manage the funds raised. The TDA shall be created by the first community to levy the tax, which Burlington did on January 2, 2024.

She stated before the City Council could levy the tax, a public hearing must be held on the matter. After the public hearing, the City Council may adopt a resolution joining the Alamance County Municipal Tourism Development Authority and adopt a resolution levying a municipal room occupancy tax. She stated if the Council adopted both resolutions, a 3% tax levy would be effective July 1, 2024.

Council Member Whitaker asked if this was an equal share across all municipalities that sign on or if a city only received 3% from the hotels within its City.

City Manager Garner stated the funds generated in your municipality are segregated in a fund for your jurisdiction.

Mayor Talley stated it also affected Airbnb and VRBO.

Tom Boney, Alamance News, stated he was not under the impression Airbnb would be included.

Mayor Talley asked City Attorney Bob Ward.

City Attorney Ward stated it would be a conflict of interest for him to respond and asked for questions to be addressed to City Attorney Coleman.

City Attorney Coleman stated he had no idea if Airbnb was included.

City Manager Garner stated the information they received from Burlington states the occupancy tax of 3% of the gross receipts derived from the rental of accommodation within the corporate limits that are subject to the sales tax imposed by the State under G.S. 105-164(a)(3).

Tom Boney, Alamance News, stated he had not heard of Airbnb being included in other discussions with the other municipalities. He also asked if the County occupancy tax would include Airbnb.

Mayor Talley stated we would investigate but would advocate for Airbnb and VRBO to be included.

City Manager Garner stated G.S.105-164(a)(3) has a subsection that stated the general rate applies to the gross receipts derived from a rental of an accommodation. These rentals are taxed in accordance with G.S. 105-164(4)(f). She stated at a glance, it appeared that if it is a rental of an accommodation, in whatever form that may be, it would appear Airbnb and VRBO may also be included.

Council Member Parsons stated he concurred and from what he researched it states that booking an Airbnb in the State of North Carolina would be allocated to City and local occupancy taxes.

The public hearing was opened and there were no comments.

Motion by Mayor Talley to close the public hearing, seconded by Council Member Chin. The motion passed unanimously.

City Manager Gartner stated the second Statute referenced does have an exemption that states the tax imposed by this section does not apply to the following; a private residence, cottage, or similar accommodation that is rented for fewer than 15 days in a calendar year unless the rental of the accommodation is made by an accommodation facilitator.

Motion by Mayor Pro Tem Hall to adopt a resolution joining the Alamance County Municipal Tourism Development Authority and adopt a resolution levying a 3% municipal room occupancy tax, seconded by Council Member Chin. The motion passed unanimously.

ITEM 4: BURLINGTON-GRAHAM JOINT ANNEXATION AGREEMENT

A public hearing had been set to consider approving the Burlington-Graham Joint Annexation Agreement and Ordinance to allow for clarity and delineate authority within the specified area around the Monroe-Holt vicinity.

Assistant City Manager Aaron Holland stated this was an agreement between the cities of Burlington and Graham to establish a line of agreement to steer growth in unincorporated areas between the two jurisdictions. He stated because of the potential growth opportunity south of the Great Alamance Creek, staff requested to withdraw this item to allow staff to work with Burlington to address that area in

conjunction with the proposed agreement. He stated staff wanted to make sure all bases were being covered in areas north and south of the creek.

Motion by Mayor Pro Tem Hall to withdraw consideration of this request, seconded by Council Member Chin. The motion passed unanimously.

ITEM 5: ANNEXATION – 8.70 ACRES – OFF SOUTH MAIN STREET

A public hearing had been set to consider an annexation request to extend the corporate limits for a tract of land totaling 8.70 acres located off South Main Street. (AN2401)

Motion by Mayor Pro Tem Hall to table the annexation to April 9, 2024, seconded by Council Member Whitaker. The motion passed unanimously.

NEW BUSINESS:

ITEM 6: SESQUICENTENNIAL PARK SHELTER FLOOR

City Council discussed options for the Sesquicentennial Park shelter due to the dilapidation of the existing floor.

City Manager Garner stated the floor of the Sesquicentennial Park had begun sinking in recent years; largely due to what was underneath the brick flooring. She stated it is believed the building that used to occupy the space was at least partially buried, causing an uneven base for the shelter and flooring. She stated staff was coming to the Council for direction for the upcoming budget year and would like to know if the Council would like to invest money in repairs or consider an alternative use for the property.

Mayor Talley stated there used to be a basement under that building. She stated it was her impression the purpose was to celebrate the 150th year of the County, not something permanent but rather to beautify the downtown. She stated bricks were bought to honor or in memory of someone and discussions were needed to consider the bricks and how the bricks could be used. She stated the bell was removed because it was being vandalized.

Mayor Talley shared that she would love to see someone build something close to what the original building looked like historically.

Council Member Whitaker stated if the City were to consider selling it to someone who wanted to build something, would that builder need to come back before the Council?

Mayor Talley stated an RFP could be submitted stating the standards for the property and if a potential builder could meet those standards then the City would sell the property.

Council Member Whitaker stated she would like to see another building there.

City Manager Garner stated if the Council elected to dispose of the property, there were surplus procedures the City would have to follow.

Tom Boney, Alamance News asked if the City owned the property.

Mayor Talley and Council Member Whitaker stated yes.

Mr. Boney suggested the attorneys look into the origins of the property. He stated his recollection was there was some type of perpetuity agreement between the County and the City.

Mayor Talley stated the property was owned by the City. She stated the money was raised from brick sales and then the remainder was split between the County and the City to do the improvements. She stated that she was not aware of any legal rights or deed restrictions that would prevent the City from being able to declare the property as surplus.

Mr. Boney asked the Council to verify that and he disagrees with Council Member Whitaker because he thinks it was a great tribute to both the City and County's 150th anniversary and was also a nice downtown park. He agreed that something needed to be done to guarantee safety.

After further discussions, Mayor Pro Tem Hall would like to see the City repair the park. Council Member Parsons was in favor of seeing a building placed back and the need to address the safety issue. Council Member Chin suggested exploring the property as a surplus.

After further discussions, Mayor Talley motioned for the City Attorneys to investigate legal options for the property including any agreements with the County, seconded by Council Member Whitaker. The motion passed unanimously.

ITEM 7: AUDIT SERVICES – AWARD A CONTRACT

City Council considered awarding the City of Graham's audit contract for the fiscal year ending June 30, 2024, to Stout Stuart McGowen & King, LLP.

City Manager Garner stated on January 24, 2024, the City of Graham issued a Request for Proposal to provide audit services. She stated three firms submitted proposals for consideration by the City and the recommendation of the finance officer was for the Council to approve a contract with Stout Stuart McGowen & King, LLP (SSMK), the current auditor for the City of Graham.

Motion by Mayor Talley to award a contract to Stout Stuart McGowen & King, LLP, seconded by Mayor Pro Tem Hall. The motion passed unanimously.

PUBLIC COMMENT PERIOD

Joshua Bare – 219 W. Harden Street, Graham, spoke about crosswalk safety and stated specifically that crosswalks around Court Square are not safe because people speed and are not watching for pedestrians. He asked for an officer to watch crosswalks.

Mayor Talley said there had been discussions about doing something with the crosswalks. She suggested raised stamped crosswalks such as the ones on Haggard Avenue in Elon. She asked the City Manager to request police officers to be more present. She stated Staff would continue to work on road improvements.

Vickie Hunter, 627 Rockwood Drive, Graham, shared that since last summer utility companies have been digging in her yard (Luminous, Duke Energy, Verizon, and AT&T) most recently AT&T. She asked if these companies would come back and fix the damage to her yard.

City Manager Garner stated the Public Works Director, Burke Robertson, would contact AT&T to ask for her yard to be repaired properly.

Bernadette Konzolmann, 508 Pomeroy Street, representing the Appearance Commission, asked the Council to reduce the number of board members from seven to four.

Council consensus was to reduce the Appearance/Tree Board to five members and have staff amend the ordinance for Council approval. Council Member Parson asked to have the same reduction in members for the Historic Resources Commission.

CITY STAFF COMMENTS

There were no comments.

CITY COUNCIL COMMENTS

Council Member Parsons inquired about the muddy pond on Rogers Road.

Assistant City Manager Holland will reach out to the engineers and Public Works Director Robertson and will report back to the Council.

Mayor Pro Tem Hall congratulated the award winners from the Fire Department.

City Manager Garner stated the award recipients would be recognized at the April 9, 2024, Council meeting.

Council Member Chin asked staff to research the cost of designing a logo for the City of Graham.

City Manager Garner stated the City does not have official branding and will look into it, get a cost, and report back to the Council.

ADJOURN

Council Member Chin motioned to adjourn, seconded by Mayor Pro Tem Hall. The motion passed unanimously. The meeting adjourned at 8:15 p.m.

Renee M. Ward, CMC
City Clerk