

**MINUTES
WATAUGA CITY COUNCIL
SPECIAL MEETING
MONDAY, JUNE 17, 2019
CITY HALL, COUNCIL CHAMBER, 7105 WHITLEY ROAD
6:00 P.M.**

CALL TO ORDER

The City Council of the City of Watauga, Texas convened at 6:01 p.m., for the purpose of conducting a special meeting with the following members present:

Mayor Arthur L. Miner
Mayor Pro Tem/Council Member, Place 6 Mark Taylor
Council Member, Place 1 Scott Prescher (absent)
Council Member, Place 2 Tom Snyder (joined the meeting at 7:03 p.m.)
Council Member, Place 3 Lovie Downey
Council Member, Place 4 Andrew Neal
Council Member, Place 5 Juanita King
Council Member, Place 7 Kim Irving (absent)

and

Andrea Gardner, City Manager
Terri Johnson, Interim City Secretary
Marcia Reyna, Director of Human Resources/Civil Service
Deby Woodard, Assistant Finance Director
Raquel Guajardo, Assistant to the City Secretary
Trang Nguyen, Systems Administrator

DISCUSSION AND APPROVAL OF MEETING AGENDA

1. Consideration and action on approval of meeting agenda

Mayor Miner asked that the order of the agenda be changed in order to go into Executive Session prior to New Business.

Council Member Andrew Neal made a motion to amend the meeting agenda to move the Executive Session before New Business. The motion was seconded by Council Member Juanita King.

The vote was called and the motion to accept the meeting agenda as presented passed as follows:

AYES: Neal, King, Downey, Taylor
NAYS: None
ABSENT: Prescher, Snyder, Irving
ABSTAIN: None

EXECUTIVE SESSION

Council Member Mark Taylor made the motion to adjourn into Executive Session and the motion was seconded by Council Member Lovie Downey. The vote was unanimous as follows:

AYES: Taylor, Downey, Neal, King
NAYS: None
ABSENT: Prescher, Snyder, Irving
ABSTAIN: None

The City Council convened in executive session at 6:05 p.m., pursuant to (Texas Open Meetings Act), Chapter 551 of the Texas Government Code, Section 551.074 Personnel Matters, which allows the following:

1. To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Secretary position (Texas Government Code, Sec. 551.074)

Council Member Tom Snyder arrived at the meeting and joined the Executive Session at 7:03 p.m.

City Manager Gardner was not present for all portions of the Executive Session discussion. HR Director Reyna was present during the time(s) the City Manager was out-of-the room.

RECONVENE

The Mayor reconvened the open meeting at 7:33 p.m.

ITEMS OF EXECUTIVE SESSION DELIBERATION:

1. Consideration and possible action regarding the appointment or employment and compensation of a City Secretary as discussed in Executive Session

Council Member Taylor stated that given the fact that the interim City Secretary had tendered her final notice and given the issues Council is currently facing with the City Secretary search, he made the motion to appoint Andrea Gardner as the City Secretary until such time as a Deputy City Secretary position is created, staffed and properly trained and qualified to assume the duties of City Secretary.

The motion was seconded by Council Member King. The vote was unanimous as follows:

AYES: Taylor, King, Snyder, Downey, Neal
NAYS: None
ABSENT: Prescher, Irving
ABSTAIN: None

NEW BUSINESS

1. Discuss and consider a Resolution of the City Council of the City of Watauga, Texas consolidating and integrating the position of City Secretary with the position of City Manager, amending the General Government Employees Fiscal Year 2018-2019 Classification Plan for Full-Time Employee Positions and creating a new full-time Deputy City Secretary position. {CAPTION}

Citizens' Comments:

David Griffin, 6401 Kennedy Court – asked why the City Manager and City Secretary position needed to be integrated together. He stated that the City Secretary position is a very challenging position. Both positions require a lot of time. He also wanted to know if it was because agendas could be hidden. He praised the former City Secretary and stated the City of Watauga lost one of the best staff members they'd ever had all because an individual Council member targeted a staff member. The policy in place stated that the City Secretary reported to the Council. It worked and he questioned why it had to be changed.

Steve Welch, 6925 Bernadine Drive – asked how the City Manager would have time to do the City Secretary job too. He asked if she would get paid for doing both jobs and how long she would be doing both jobs. He hoped the City Council would diligently look for a City Secretary. He hoped it would be reviewed at least every six months. He stated that he had a very uneasy feeling about the Council doing this.

Kristi Gregory, 6933 Declaration – stated that it was State-mandated to have a City Secretary and to combine the two together would be giving one person too much power and could end up being a deadly combination. She didn't believe it was wise for the City.

Chris Campagna, 6600 Brookdale – he stated that Council Member Mark Taylor had told him and another person that there were reasons behind the City Secretary leaving. He found out later that it was because of a situation with Council Member Scott Prescher. He hoped Council would not let that happen again. He stated that things don't line up right.

Mayor Miner addressed one factual inaccuracy that several people mentioned. He stated that it had to do with reporting authority and with the City Manager also functioning as the City Secretary; she will not have any greater authority. Anything the City Secretary had to come to the Council to get authority for would remain in place.

Council Member Taylor made the motion to create the position of Deputy City Secretary. We are going to create a Resolution to consolidate the City Manager and City Secretary position with the intent of the Deputy City Secretary position once created, once staffed, once trained and is qualified to assume the role of City Secretary, at which time if that person has met the qualifications will be appointed to the City Secretary position. In the interim, the intent is to state the

City Manager is to serve as the designated City Secretary with the functions of that office being split between the Deputy City Secretary to be trained, the Assistant to the City Secretary which is already a filled position, and the City Manager.

Marcia Reyna, HR Director, explained to the Council that the purpose of this agenda item is to amend the Classification Plan so the position of Deputy City Secretary can be added since the Council came out of Executive Session and took action to appoint Ms. Gardner as City Secretary.

Council Member Taylor made a motion to approve a Resolution to create the position of Deputy City Secretary for the City of Watauga and amend the Employees' Classification Plan.

The motion was seconded by Council Member Andrew Neal with the following vote:

AYES: Taylor, King, Snyder, Downey, Neal
NAYS: None
ABSENT: Prescher, Irving
ABSTAIN: None

RESOLUTION NO. 19-06-17-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS CONSOLIDATING AND INTEGRATING THE POSITION OF CITY SECRETARY WITH THE POSITION OF CITY MANAGER; AMENDING THE GENERAL GOVERNMENT EMPLOYEES CLASSIFICATION PLAN FOR FULL-TIME EMPLOYEE POSITIONS; CREATING A NEW FULL-TIME, ADM 00-110 DEPUTY CITY SECRETARY POSITION; PROVIDING THAT ALL RESOLUTIONS IN CONFLICT HERewith ARE HEREBY REPEALED TO THE EXTENT THAT THEY ARE IN CONFLICT; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE

Council Member Neal announced that the City Manager would not be paid for the City Secretary position. This position is unfunded at this time.

ADJOURNMENT

Mayor Miner adjourned the Special Meeting at 7:57 p.m.

APPROVED:

this 8th day of July, 2019

SIGNED:

this the 11th day of July, 2019

APPROVED:

/s/ Arthur L. Miner
Arthur L. Miner, Mayor

ATTEST:

/s/ Terri Johnson
Terri Johnson, Interim City Secretary

NOTE: Original Audio and Video Recording of this meeting is preserved and maintained by the City Secretary's Office