

**MINUTES
WATAUGA CITY COUNCIL
SPECIAL MEETING
SATURDAY, SEPTEMBER 21, 2019
- SUNDAY, SEPTEMBER 22, 2019
HILTON GARDEN INN – CONFERENCE CENTER
635 E PEARL STREET, GRANBURY, TX 76049
8:00 AM**

CALL TO ORDER

The City Council of the City of Watauga, Texas convened at 8:02 a.m.

ROLL CALL

The following members were present:

Mayor, Arthur Miner
Mayor Pro Tem/Council Member, Place 6, Mark Taylor
Council Member, Place 1, Scott Prescher
Council Member, Place 2, Tom Snyder
Council Member, Place 3, Lovie Downey
Council Member, Place 4, Andrew Neal
Council Member, Place 5, Juanita Kina
Council Member, Place 7, Kim Irving

and

Andrea Gardner, City Manager / City Secretary
Robert Parker, Chief of Police
Sandra Gibson, Director of Finance
Paul Hackleman, Director of Public Works
Marcia Reyna, Director of Human Resources/Civil Service
Lana Ewell, Library Director
George Hyde, City Attorney

and

Bill Hidell, Hidell Associates Architects
Denny Boles, Brinkley Sargent Wiginton Architects
Nick Hardwick, Enterprise Fleet

PUBLIC TESTIMONY

No Public Testimony given.

ACTION ITEMS

Action Items were not presented; however, the following topics were discussed.

1. Discuss and provide direction to the City Manager on benefits offered to new hires

Marcia Reyna, Director of Human Services/Civil Service, presented the item to the Council. The consensus of the Council was to establish a limited tuition reimbursement to include a payback provision in the event the employee separates from city employment within two (2) years of receiving said reimbursement. The Council directed Andrea Gardner, City Manager, to continue further evaluation of employee benefits.

No vote or action was taken at this time.

2. Discuss and provide direction to the City Manager on shared services and the creation of a Code Enforcement Task Force

Robert Parker, Chief of Police, presented the item to Council. The consensus of the Council was to not pursue shared services of Animal Control. The Council expressed interest in creating a Code Enforcement Task Force or exploring the possibility of utilizing the VIPS (Volunteers in Police Service) to assist.

No vote or action was taken at this time.

The meeting recessed at 9:53 a.m., and reconvened at 10:02 a.m.

3. Discuss and provide direction to the City Manager on the results of the City of Watauga Public Library Needs Assessment

Lana Ewell, Director of Library Services presented to Council. Bill Hidell with Hidell Associates Architects was introduced to join the discussion. The consensus of the Council was for the construction of a 37,000 square foot building to be located next to the Hector F. Garcia Community Center.

No vote or action was taken at this time.

4. Discuss and provide direction to the City Manager on the City of Watauga Police Department Needs Assessment

Robert Parker, Chief of Police, Andrea Gardner, City Manager, presented the item to Council. Denny Boles with Brinkley Sargent Wiginton Architects, was introduced to join the discussion. The consensus of the Council was to request a financial analysis of the construction of a new building to be provided in December 2019.

No vote or action was taken at this time.

The meeting adjourned for lunch at 11:58 a.m., and reconvened at 1:52 pm.

5. Discuss and provide direction to the City Manager on financial impacts resulting from the 86th Legislative Session

Andrea Gardner, City Manager, presented the item to Council. The consensus of the Council was for additional information to be gathered regarding Interlocal cyber security that includes qualifying staff from a neighboring larger city to provide and charge for training.

No vote or action was taken at this time.

6. Discuss and provide direction to the City Manager on mosquito abatement program in the City of Watauga

Paul Hackleman, Director of Public Works, and Andrea Gardner, City Manager, presented the item to Council. The consensus of the Council was to keep the mosquito abatement program in its current state.

No vote or action was taken at this time.

7. Discuss and provide direction to the City Manager on developing an ordinance of the City of Watauga to regulate Short Term Rentals within the corporate boundaries

Paul Hackleman, Director of Public Works, and Andrea Gardner, City Manager, presented the item to Council. The consensus of the Council was for the development of appropriate fees to be established and the review of the existing ordinance to determine if revisions are need for said fees.

No vote or action was taken at this time.

8. Discuss and provide direction to the City Manager on development of a street maintenance program and street maintenance fee

Paul Hackleman, Director of Public Works, and Andrea Gardner, City Manager, presented the item to Council. The consensus of the Council was to develop a street maintenance program and establish related fees.

No vote or action was taken at this time.

9. Discuss and provide direction to City Manager on Small Cell Antenna Manual adopted September 2017

Paul Hackleman, Director of Public Works, and Andrea Gardner, City Manager, presented the item to Council. The consensus of the Council was to move forward with the most advantageous code and manual changes in which the City Staff and City Attorney will work together to complete.

No vote or action was taken at this time.

10. Discussion and provide direction to the City Manager on speed limits for city streets

Paul Hackleman, Director of Public Works, and Andrea Gardner, City Manager, presented the item to Council. The consensus of the Council was to keep speed limits and park zones at their current limits.

During the discussion, the meeting recessed for break at 4:00 p.m., and reconvened at 4:15 p.m.

The meeting recessed for the day at 5:31 p.m.

The meeting reconvened Sunday, September 22, 2019 at 8:03 a.m.

11. Discuss and provide direction to the City Manager on the capital projects and debt process with emphasis on the arbitrage impacts to the City

Andrea Gardner, City Manager, presented the item to Council. The consensus of the Council was for the City Manager to pursue cancelling the VVC contract, requiring interest earnings on bonds to be used for debt services or for other purposes with prior Council authority, and contracting a firm to handle CIP project management.

No vote or action was taken at this time.

12. Discuss and provide direction on a fleet maintenance program through Enterprise Fleet

Andrea Gardner, City Manager, presented the item to Council. Nick Hardwick with Enterprise Fleet was introduced to join the discussion. The consensus of the Council was to move forward with further evaluation of the Enterprise Fleet Program.

No vote or action was taken at this time.

The meeting recessed for a break at 10:10 a.m., and reconvened at 10:25 a.m.

13. Discuss and provide direction to the City Manager on the City's Strategic Plan for FY 2021 and updates provided on the FY 2020 Strategic Plan

Andrea Gardner, City Manager, presented the item to Council. The consensus of the Council was to extend the strategic plan from 5 to 10 years, to include the following updates:

Strategic Initiatives

Planning Issue: Maintain financial strength of the City

Remove (Due to item completion)

2. Develop an internal audit committee within one year.

Revise:

- ~~4. Continue to seek grant opportunities for parks and trails projects on an annual basis.~~
3. Continue to seek grant opportunities for programs and projects on an annual basis.

Planning Issue: Develop a sustainable economic development effort

Include:

- ~~1. Develop a new business recruitment strategy within two years.~~
1. Develop a tax abatement policy within two years.
- ~~2. Develop and economic development incentive policy within one year.~~
2. Prepare and approve ballot measure to return the ¼ cent sales tax to economic development use in May 2020 election.
- ~~3. Develop tax abatement policy within two years.~~

Revised and Moved (#2)

~~4. Evaluate the need to conduct an election to return the ¼ cent sales tax to economic development use in May 2020 election~~

~~5. Identify and implement a budget strategy for economic development prior to FY 2020~~

Include:

Planning Issue: Expand public safety through non-enforcement efforts

Evaluate lighting options that will create improvements in safety for Watauga residents and visitors within ten years

Planning Issue: Strengthen future planning

Include:

Prepare ordinance to include on the May 2020 ballot, a General Obligation. Bond proposition for the construction of a new Police Facility and Library. Prepare and submit for Council consideration a permit process and any required ordinance revisions for Short Term Rental properties.

Prepare for further review a phased-in program for a Street Maintenance Program and associated fee within (6) months.

Develop an on-line (website link) for a street maintenance program be developed within (7) years.

Improve the carbon footprint within the City within (10) years.

Review expansion options for the animal control facilities and operations within (6) years.

Improve the walk-ability and bicycling options in the City within (10) years.

Evaluate the transition to hybrid or electric vehicles within (10) years.

Continue to evaluate code compliance processes to improve the overall beautification of the City within (3) years.

Planning Issue: Improve community involvement

Include:

Continue Watauga 101 Citizens Academy annually.

Enhance citizen volunteer opportunities within (6) years.

Identify technological options that encourage citizen participation within (10) years.

Planning Issue: Attract, retain and motivate qualified staff

Revise #1. Develop and Implement Continue to review and revise the recruitment and retention strategy annually.

Include:

Review and prepare a cost benefit analysis for a Paid Time Off program prior to September 2020.

Evaluate employee and dependent medical benefits and eligibility options prior to March 2020 to include a single forgiveness option for the proposed emergency room visit penalty.

No vote or action was taken at this time.

14. Discuss and provide direction to the City Manager and City Attorney regarding creating a Code of Conduct Policy for the Watauga City Council and Mayor

Andrea Gardner, City Manager, presented the item to Council. The consensus of the Council was to send suggested items to include in the Code of Conduct Policy to George Hyde, City attorney, via email and copy Mayor Miner, by Tuesday, October 22, 2019.

No vote or action was taken at this time.

The meeting recessed for lunch at 12:50 p.m., and reconvened at 2:40 p.m.

15. Discuss and provide direction to the City Manager on transportation initiatives for the City of Watauga

Andrea Gardner, City Manager, stated that there was no information to present regarding this item. Information will be provided during a 2020 Council Workshop.

No vote or action was taken at this time.

EXECUTIVE SESSION

The Council recessed into Executive Session at 2:42 p.m.

1. Section 551.074 (Personnel) to deliberate regarding the duties of the City Attorney (George Hyde)
2. Section 551.071 (Consultation with Attorney) to deliberate and seek the advice of its attorney related to obligations of city elected officials resulting from SB1640 amending Texas Government Code Section 551.143 "Prohibited Series of Communications" and SB 944 establishing "Preservation of Information" obligations

RECONVENE

The meeting reconvened from Executive Session at 4:31 p.m.

No vote or action was taken during Executive Session.

ADJOURNMENT

The meeting adjourned at 4:34 p.m.

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

APPROVED:

this 14th day of Oct, 2019

SIGNED:

this the 15th day of Oct, 2019

APPROVED:


Arthur L. Miner, Mayor

ATTEST:


Andrea Gardner, City Secretary