

**MINUTES
WATAUGA CITY COUNCIL
VIDEOCONFERENCE WORKSHOP MEETING
MONDAY, JANUARY 11, 2021
5:30 PM**

CALL TO ORDER

Mayor Miner called the meeting to order at 5:33 p.m.

ROLL CALL

The City Council of the City of Watauga, Texas convened the Budget Workshop Meeting of the City Council, with the following members present:

Mayor, Arthur Miner

Mayor Pro Tem/Council Member Place 2, Tom Snyder

Council Member Place 1, Danielle Tucker (Absent without notice/oath not taken)

Council Member Place 3, Lovie Downey

Council Member Place 4, Andrew Neal

Council Member Place 5, Juanita King (Absent with Notice)

Council Member Place 6, Mark Taylor

Council Member Place 7, Jan Hill

and

Andrea Gardner, City Manager/ City Secretary

Sandra Gibson, Director of Finance

Paul Hackleman, Director of Public Works

Bradley Fraley, Chief Information Officer/ PIO

Marcia Reyna, Director of Human Resources & Civil Service

Lana Ewell, Library Director

Robert Parker, Police Chief

Shawn Fannan, Fire Chief

George Hyde, City Attorney

PRESENTATIONS

1. Presentation of the City of Watauga's Succession Plan for FY2021

Ms. Reyna provided a detailed presentation, that has been attached to and made a part of these minutes, to Council and stated that the City's prior plan only focused on training.

Council Member Taylor inquired about the associated cost with the program. Ms. Reyna responded that the costs will be included in the City's Personnel Improvement Plan (position) and the annual budget (training expenses).

Council Member Taylor also inquired about requesting the employees to create a self-evaluation for the readiness plan. Ms. Reyna stated that can be added to the process and that the City does use self-evaluations during the annual performance evaluation process.

Next, Council Member Taylor inquired as to which individuals have access to the layout on page 9 of the presentation. Ms. Reyna responded that all employees would have access to the document in its entirety, so employees are aware of growth opportunities. Progression is available within each department. She also stated that this document is intended to prepare employees for growth but doesn't provide any guarantees of future promotion.

Council Member Taylor inquired about the certifications for training and noted that some are likely expensive. Ms. Reyna responded that tuition reimbursement requires payback to the City if the employee leaves before a specified period has elapsed once degree or certification completed.

Council Member Taylor directed a question to Chief Parker and Chief Fannan by asking both to respond to how it impacts the two departments. Chief Parker responded that the plan compliments the Police Department's existing process. Chief Fannan responded that he agrees with Chief Parker and also pointed out that the City has the opportunity to train employees so they can leave but treat them so that they stay with the City and is the point of this document.

Council Member Jan Hill made a comment regarding the Budget Director moving to either the Deputy City Manager or City Manager, so is there a way to set it so that Ms. Gibson or another Finance Department member can move into such a position. Ms. Gardner responded that the plan is set to provide the opportunity for any department head to move into that position and not just the Finance Director.

Council Member Neal commended staff on the document and expressed his appreciation for the tool/document.

Council Member Downey thanked Ms. Gardner and all department heads on keeping employees engaged and providing goals for them to reach. She concurred with Council Member Taylor's expressed concern of retaining employees once trained and if the City would consider employment contracts for those employees. Ms. Reyna stated that the City has only entered into an employment contract with the City Manager and stated the City Attorney may have comments on that topic.

Council Member Downey thanked staff for the effort.

Mayor Miner called for further comment or questions by the Council. Hearing none he moved to adjourn the meeting.

ADJOURNMENT

Mayor Miner adjourned the workshop meeting at 6:09 p.m.

APPROVED: this 25TH day of JAN , 2021

SIGNED: this 21TH day of JAN , 2021

APPROVED:

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

ATTEST:

Andrea Gardner /s/ ✓
Andrea Gardner, City Secretary



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