

**MINUTES
WATAUGA CITY COUNCIL
REGULAR MEETING
CITY HALL, COUNCIL CHAMBER, 7105 WHITLEY ROAD
MONDAY, OCTOBER 25, 2021**

CALL TO ORDER

The Regular Meeting of the City Council was called to order at 6:30 p.m.

ROLL CALL

The meeting convened with the following members present:

Arthur L. Miner	Mayor
Andrew Neal	Mayor Pro Tem/Council Member Place 4
Pat Shelbourne	Council Member Place 1
Tom Snyder	Council Member Place 2
Lovie Downey	Council Member Place 3 (absent with notice)
Vacant	Council Member Place 5
Mark Taylor	Council Member Place 6 (absent with notice)
Jan Hill	Council Member Place 7

and

Robert Parker	Interim City Manager
Terri Johnson	Interim City Secretary
Samantha Ortega	Records Clerk
Marcia Reyna	Director of Human Resources & Civil Service
Sandra Gibson	Director of Finance
Bradley Fraley	Director of Technology & Communications
Caroline Kelley	City Attorney

INVOCATION

Council Member Shelbourne voiced the invocation.

PLEDGE OF ALLEGIANCE

Mayor Miner led the pledge to the flags.

ANNOUNCEMENTS

Mayor Miner urged everyone to make sure they spoke directly into their microphones, as there had been complaints that it was difficult to hear the Council.

Mayor Pro Tem Neal gave a friendly reminder that Early Voting was going on the remainder of this week and Election Day was Tuesday, November 2, 2021.

PRESENTATIONS

1. Announcement of Proclamation recognizing October as Domestic Violence Awareness Month

Mayor Miner announced that he would be presenting the proclamation recognizing October as Domestic Violence Awareness Month on Wednesday, October 27, 2021, at 12 Noon in the City Hall Lobby.

PUBLIC COMMENT

Daniel Bennett, 408 Pemberton, White Settlement addressed the Council regarding the Tarrant Appraisal District Board of Directors election coming up in November.

PUBLIC TESTIMONY FOR ACTION ITEMS

There were no requests for public testimony for action items.

CONSENT AGENDA

Mayor Miner read the following consent agenda items:

- 1. Consider action to approve to approve the Monthly Financial Report for the period ending September 30, 2021 (pre-audit)**
- 2. Consider action to approve the Quarterly Investment Report for the period ending September 30, 2021**
- 3. Consider action to adopt a resolution to amend the Fiscal Year 2021-22 Classification Plan for general government employees; providing for repeal; providing for severability; providing an effective date *(The Mayor pulled this item from the Consent Agenda and moved it to the first item under Action items.)***
- 4. Consider action to adopt a resolution by the City Council of the City of Watauga, Texas amending Policy 13.02, Purchasing Card Policy, of the Personnel, Administration and Financial Policies and Procedures Manual; providing for repeal; providing for severability; and providing an effective date**

RESOLUTION NO. 2021-052

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS AMENDING POLICY 13.02. PURCHASING CARD POLICY, OF THE PERSONNEL, ADMINISTRATION AND FINANCIAL POLICIES AND PROCEDURES MANUAL; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

- 5. Consider a declaration of two (2) Ford trucks as surplus property and to authorize disposal of the surplus property**
- 6. Consider action to approve the purchase of four (4) Ford Trucks from Sam Pack's Ford through the BuyBoard cooperative purchasing program**
- 7. Consider action to approve the purchase of one Sewer Jetter Trailer from Lonestar Municipal Equipment through the BuyBoard cooperative purchasing program**

Mayor Pro Tem Neal made a motion to accept the consent agenda as amended. Motion was seconded by Council Member Hill. As there was no discussion, Mayor Miner called for the Council to vote. Motion carried 4-0-0-2

Ayes: Shelbourne, Snyder, Neal, Hill

Nays: None

Abstain: None

Absent: Downey, Taylor

PUBLIC HEARINGS/ACTION

ACTION ITEMS

- 1. Consider action to adopt a resolution to amend the Fiscal Year 2021-22 Classification Plan for general government employees; providing for repeal; providing for severability; providing an effective date**

Marcia Reyna, Director of Human Resources and Civil Service, presented this item to the Council. She reported that the FY2022-2026 Personnel Improvement Plan included a Grant Coordinator position scheduled to be funded in FY2022-2023. Funds received from the American Rescue Plan of 2021 grant will fund some of the position with the Police Department covering the remainder of the cost. It is proposed to change the title of the position to Grant and Recognition Program Manager, who will work for the Police and Finance Departments.

Following Council discussion, Council Member Snyder made the motion to accept the resolution as presented. The motion was seconded by Council Member Shelbourne and passed unanimously with a vote of 4-0-0-2.

Ayes: Shelbourne, Snyder, Neal, Hill
Nays: None
Abstain: None
Absent: Downey, Taylor

RESOLUTION NO. 2021-053

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS APPROVING THE CLASSIFICATION PLAN FOR GENERAL GOVERNMENT EMPLOYEES EFFECTIVE OCTOBER 25, 2021; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

- 2. Presentation by SAMCO Capital Markets, the City's Financial Advisor, regarding a refunding opportunity for interest rate savings on current outstanding debt and authorizing the City's Financial Advisor, Bond Counsel and staff to proceed if certain savings targets are reached and other matters related thereto**

Director of Finance Sandra Gibson introduced Mr. Andrew Friedman, Managing Director with SAMCO Capital who explained the refunding opportunity for the Certificates of Obligation, Series 2012 that totaled \$4,440,000. He reported that their conservative estimate of savings over the life of the bonds would be approximately \$306,000.

It was the consensus of the City Council to proceed with the possible refunding of the 2012 CO's.

Mr. Friedman explained that they would bring the matter back to Council on the November 8, 2021 agenda.

- 3. Discuss and consider action on the purchase of network switch replacements through cooperative purchasing via DIR State Contract and National IPA Contract**

Director of Technology & Communications Bradley Fraley addressed the Council regarding this item. He explained that the current network switches are over nine (9) years in age and parts availability outside of warranty is extremely limited. This purchase was included in the 2021-2022 Capital Outlay Plan.

Mr. Fraley also reported that there will be a 10-15% markup on all items proposed if purchased after November 1, therefore it was I.T.'s recommendation for Council

to approve the purchase at this time to minimize costs. The purchase will total \$178,398.20 payable to CDW Government from DIR State Contract DIR-TSO-4160 and National IPA Contract 2018011-01.

After a brief discussion, Council Member Hill made the motion to approve the purchase of network switch replacements as presented. The motion was seconded by Council Member Snyder and passed unanimously with a vote of 4-0-0-2.

Ayes: Shelbourne, Snyder, Neal, Hill

Nays: None

Abstain: None

Absent: Downey, Taylor

4. Discuss and consider action on the purchase of network server replacements and software through cooperative purchasing via DIR State Contracts

Mr. Fraley presented this item to the City Council for their consideration. He explained that this equipment was also budgeted in the 2021-2022 Capital Outlay Plan. I.T. staff recommended the approval of the purchase of server hardware replacements from Dell Technologies for \$49,453.19 from DIR State Contract DIR-TSO-3763 and the purchase of server software from Software House International for an amount of \$34,234.26 from DIR State Contract DIR-TSO-4092.

Following discussion by the City Council, Mayor Pro Tem Neal made the motion to approve the purchase of network switch replacements and software as presented. The motion was seconded by Council Member Shelbourne and passed with the unanimous vote of 4-0-0-2.

Ayes: Shelbourne, Snyder, Neal, Hill

Nays: None

Abstain: None

Absent: Downey, Taylor

5. Discuss and consider action on the purchase of an audio/visual equipment upgrade for the Council Chambers to facilitate combined live and virtual meeting participants

Director Fraley explained to the Council that the purchase of an audio/visual equipment upgrade for the Council Chambers was needed to facilitate live and virtual meeting participants. The City has not been able to conduct meetings in the chambers wherein participants are both in-person and virtual at the same time.

Staff is recommending approval now due to the lengthy lead times required of 8-10 weeks before the project starts, which effectively sets install at the beginning of

2022. This item was budgeted as part of the FY 2021-2022 Capital Outlay Plan to be funded from PEG funds. The A/V upgrade from Ford Audio Video will total \$25,596.76 from TIPS Contract #200904.

Mayor Pro Tem made the motion to accept the purchase as presented after a brief discussion by the Council. The motion was seconded by Council Member Hill and passed unanimously with a vote of 4-0-02.

Ayes: Shelbourne, Snyder, Neal, Hill
Nays: None
Abstain: None
Absent: Downey, Taylor

REPORTS

ITEMS FOR FUTURE AGENDAS

There were no items presented for future agendas.

EXECUTIVE SESSION

- 1. Pursuant to Texas Government Code Section 551.074 to deliberate the appointment or employment and compensation of a City Manager**

Mayor Miner announced that the City Council of the City of Watauga would go into Executive Session at 7:12 p.m.

RECONVENE

Mayor Miner reconvened the Regular Meeting after returning from Executive Session at 7:44 p.m. He reported that no action was taken on any item in Executive Session.

ITEMS OF EXECUTIVE SESSION DELIBERATION

- 1. Consideration and possible action regarding the appointment or employment and compensation of a City Manager**

Mayor Miner announced that no action would be taken on this item at this time.

ADJOURNMENT

With no further business at hand, Mayor Miner adjourned the meeting at 7:45 p.m.

APPROVED: this 8th day of November, 2021.

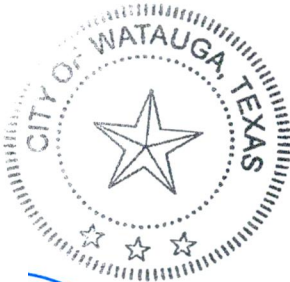
SIGNED: this 9th day of November, 2021.

APPROVED:

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

ATTEST:

Linda Proskey /s/
Linda Proskey, City Secretary



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