



AGENDA
WATAUGA CITY COUNCIL
REGULAR MEETING
MONDAY, JUNE 13, 2022
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
6:30 PM

This notice is posted pursuant to the Texas Open Meetings Act. Notice is hereby given that a **Regular City Council Meeting** of the City of Watauga, Texas will be held at which time the following subjects will be discussed and may be acted upon.

CALL TO ORDER (Council Members, City Staff, Members of the Public - when speaking during the meeting please speak directly into the microphones on the dais or podium)

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE United States and Texas Flags

ANNOUNCEMENTS

PRESENTATIONS

1. Administer the Oath of Office for Place 1, Place 2, Place 5, Place 6, and Place 7 for the Watauga City Council.
Linda Proskey, City Secretary
2. Presentation of the Eagle Scout project to the Fire and Police Department by Jack Bell.
Shawn Fannan, Fire Chief
3. Presentation of Service Awards for the City of Watauga Employees celebrating a Milestone Anniversary during the month of June
Joshua Jones, City Manager

4. Presentation from Frontier Waste Solutions regarding City of Watauga Trash Collection Services

PUBLIC COMMENT If speaking for an organization or group, the speaker should identify the group represented. If speaking during Public Comment (for matters not posted on that particular meeting's agenda), members of the City Council and Staff may only provide a statement of factual information in response to the inquiry or recite existing policy in response (e.g., to correct a factual misstatement made by the citizen or provide factual information requested by the citizen). Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a future meeting. If necessary, the Chair will task the City Manager to respond to the citizen and report back to the City Council as soon as practicable. Such report to the City Council shall not constitute a meeting called by the City Council nor shall it constitute deliberation or formal action. Individual citizens addressing the City Council during Public Comment shall not exceed three (3) minutes in their comments; however, the Chair may extend or reduce the speaker's allotted time in order to conduct an efficient and effective public meeting. The time allotted shall not be donated to others desiring to speak. Public Comment is not established to engage in a conversation with the Council and no formal Council action will be taken.

PUBLIC TESTIMONY FOR ACTION ITEMS Only those persons who submit a completed Request to Speak form prior to the agenda item being introduced by the Chair will be allowed to speak on agenda items set for action (this doesn't include presentations or reports). The Chair shall ask each person requesting to speak to approach the podium when called to speak. Speakers time shall generally not exceed three (3) minutes in their comments and all comments must be germane to the specific agenda item being discussed; however, the Chair may extend or reduce the speaker's allotted time. Speakers shall not be permitted to donate their time to other speakers. Members of the City Council may ask questions or discuss the item directly with the citizen during the citizen's testimony if necessary. Any discussion between a Council member and the citizen will not count toward the time limit and Council Members are encouraged not to speak until the citizen has first utilized their allocated time.

REPORTS

CONSENT AGENDA All of the items on the consent agenda are considered to be self-explanatory by the Council and will be enacted with one motion, one second, and one vote. There will be no separate discussion of these items.

1. Consider Approval of the minutes from the November 15, 2021 and May 17, 2022 Special Meetings and the April 11, 2022 Regular Council Meeting.

Linda Proskey, City Secretary

2. Consider action on the Monthly Financial Report for the period ending April 30, 2022

Sandra Gibson, Director of Finance

3. Consider action on a Resolution to suspend the June 17, 2022 effective date of Oncor Electric Delivery Company's requested rate change

Joshua Jones, City Manager

4. Consideration of an ordinance adopting the 2021 International Fire Code with local amendments

Shawn Fannan, Fire Chief

PUBLIC HEARINGS / ACTION

ACTION ITEMS

1. Discuss amendments to the City of Watauga Council Rules of Procedures

Arthur Miner, Mayor

2. Discuss and consider action on the implementation of the Compensation and Classification Plan Study

Joshua Jones, City Manager

3. Consider and take action to select a Mayor Pro Tem per the City of Watauga Home Rule Charter

Arthur Miner, Mayor

ITEMS FOR FUTURE AGENDAS

EXECUTIVE SESSION The City Council will recess its open meeting and reconvene in executive session to discuss the following items pursuant to the below referenced section(s) of the Texas Government Code:

RECONVENE The City Council will return to open session in the City Council Chamber for possible discussion and action as a result of the Executive Session.

ITEMS OF EXECUTIVE SESSION DELIBERATION

ADJOURNMENT

Meeting Notices and Reservation of Rights

The City Council may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code if the requisite information is otherwise posted; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code (as applicable) when determined necessary by the to address a subject matter on the agenda. Action, if any, will be taken in open session.

Attendance by Other Elected or Appointed Officials: It is anticipated that members of other governmental bodies, and/or city council, boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the body, board, commission and/or committee. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a possible meeting of the other body, board, commission and/or committee, whose members may be in attendance, if such numbers constitute a quorum. The members of the city council, boards, commissions and/or committees may be permitted to participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that city council, body, board, commission or committee subject to the Texas Open Meetings Act.

NOTICE

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (817) 514-5825, OR FAX (817) 514-3625.

I, Linda Proskey, City Secretary for the City of Watauga, hereby certify that this agenda was posted on the bulletin boards at City Hall, 7105 Whitley Road, Watauga, Texas, on June 10, 2022, before 6:00 p.m., in accordance with Chapter 551 of the Texas Government Code.


Linda Proskey, City Secretary





AGENDA MEMORANDUM

DATE: May 18, 2022

TO: Honorable City Council Members

FROM: Linda Proskey, City Secretary

THROUGH:

SUBJECT: Administer the Oath of Office for Place 1, Place 2, Place 5, Place 6, and Place 7 for the Watauga City Council.

BACKGROUND/INFORMATION:

Oath of Office for Place 1, Place 2, Place 5, Place 6, and Place 7 for the Watauga City Council. Judge Bass will be giving the Oaths.

FINANCIAL IMPLICATIONS:

None

RECOMMENDATION/ACTION DESIRED:

City staff respectfully recommends Places 1, 2, 5, 6, and 7 be administered the Oath of Office for the City Council.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Joshua Jones, City Manager

Linda Proskey, City Secretary

Approved as to form for inclusion on Agenda

Approved - 5/13/2022

Final Approval - 5/17/2022



AGENDA MEMORANDUM

DATE: May 31, 2022

TO: Honorable City Council Members

FROM: Shawn Fannan, Fire Chief

THROUGH: Joshua Jones, City Manager

SUBJECT: Presentation of the Eagle Scout project to the Fire and Police Department by Jack Bell.

BACKGROUND/INFORMATION:

The Eagle Scout Service Project, or simply Eagle Project, is the opportunity for a Scout (Scouts, B.S.A.), or qualified Venturer or Sea Scout in the Boy Scouts of America (B.S.A.) to demonstrate leadership of others while performing a project for the benefit of their community. This is the culmination of the Scout's leadership training, and it requires a significant effort on his or her part. The project must benefit an organization other than the B.S.A., and it cannot be performed by an individual or a business or be commercial in nature. Completing an Eagle Project is a requirement in order for Scouts to attain the Eagle Scout rank.

FINANCIAL IMPLICATIONS:

None

RECOMMENDATION/ACTION DESIRED:

N/A

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Shawn Fannan, Fire Chief

David Berman, City Attorney

Joshua Jones, City Manager

Linda Proskey, City Secretary

Approved as to form for inclusion on Agenda

Approved - 5/31/2022

Approved - 6/1/2022

Approved - 6/1/2022

Final Approval - 6/1/2022



AGENDA MEMORANDUM

DATE: June 1, 2022

TO: Honorable City Council Members

FROM: Joshua Jones, City Manager

THROUGH: Juliet Rodriguez, Human Resources and Civil Service Director

SUBJECT: Presentation of Service Awards for the City of Watauga Employees celebrating a Milestone Anniversary during the month of June

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Employee Service Awards - June 2022

REVIEWED BY:

Juliet Rodriguez, Human Resources and Civil Service Director Approved - 6/7/2022

Joshua Jones, City Manager

Approved - 6/8/2022

Linda Proskey, City Secretary

Final Approval - 6/8/2022

Approved as to form for inclusion on Agenda



Employee Service Awards

June 2022

Ryan Thomas

Firefighter/Paramedic

15 Years of Service

*Thank
You*



AGENDA MEMORANDUM

DATE: June 3, 2022

TO: Honorable City Council Members

FROM:

THROUGH: Sandra Gibson, Director of Finance

SUBJECT: Presentation from Frontier Waste Solutions regarding City of Watauga Trash Collection Services

BACKGROUND/INFORMATION:

The Council directed staff to contract with Frontier for new services commencing July 1, 2022. Frontier will provide waste collection services for commercial and residential properties within the City of Watauga.

For residential service, Frontier will provide a 95-gallon roll-out trash can. Trash will continue to be picked up once a week on the same schedule. Brush and bulky waste will be picked up each week on the resident's regular trash day. Residents are encouraged to download and use the Frontier Waste Solutions App.

Due to the increased bulk services, rates will increase for residential customers by approximately \$6.00 per month. Frontier will be delivering your new 95-gallon roll-out containers with instructions, etc. prior to the end of the month.

Frontier will provide a presentation regarding their services.

FINANCIAL IMPLICATIONS:

N/A

RECOMMENDATION/ACTION DESIRED:

This item does not require a recommendation as it is a presentation/report.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Joshua Jones, City Manager
Linda Proskey, City Secretary

Approved - 6/8/2022
Final Approval - 6/8/2022



AGENDA MEMORANDUM

Approved as to form for inclusion on Agenda



AGENDA MEMORANDUM

DATE: May 18, 2022

TO: Honorable City Council Members

FROM: Linda Proskey, City Secretary

THROUGH:

SUBJECT: Consider Approval of the minutes from the November 15, 2021 and May 17, 2022 Special Meetings and the April 11, 2022 Regular Council Meeting.

BACKGROUND/INFORMATION:

Minutes for the Nov. 15 special meeting to canvass the election and for the April 11 Regular Meeting.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the Council review and approve the item as presented.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. April 11 Reg Council Meeting - DRAFT
2. Draft Minutes CC Special Meeting 11.15.2021
3. May 17 Special Meeting Draft Minutes

REVIEWED BY:

Joshua Jones, City Manager

Linda Proskey, City Secretary

Approved as to form for inclusion on Agenda

Approved - 6/7/2022

Final Approval - 6/8/2022



**MINUTES
WATAUGA CITY COUNCIL
REGULAR MEETING
CITY HALL COUNCIL CHAMBER,
7105 WHITLEY ROAD
MONDAY, APRIL 11, 2022
6:30 PM**

CALL TO ORDER

Mayor Arthur L. Miner called the meeting to order at 6:30 p.m.

ROLL CALL

The meeting convened with the following members present:

Arthur L. Miner
Andrew Neal
Pat Shelbourne
Tom Snyder
Lovie Downey
Malissa Minucci
Mark Taylor
Jan Hill

Mayor
Mayor Pro Tem/Council Member Place 4
Council Member Place 1
Council Member Place 2
Council Member Place 3
Council Member Place 5
Council Member Place 6
Council Member Place 7

and
Linda Proskey
Deby Woodard
Bradley Fraley
David Berman
Randy Richards
Lana Ewell
Robert Parker
Shawn Fannan
Paul Hackleman

City Secretary
Assistant Finance Director
Chief Information Officer
City Attorney
Building Official
Director of Library Services
Police Chief
Fire Chief
Director of Public Works

INVOCATION

Police Chaplain Dennis Serratt provided the invocation.

PLEDGE OF ALLEGIANCE

Mayor Miner led the pledge to the flags.

ANNOUNCEMENTS

Mayor Pro Tem announced Watauga Fest is next month.

Mayor announced as part of our Gone but Not Forgotten program that Army Veteran Ernest Armstrong Jr. passed away on March 25, 2022.

PRESENTATIONS

1. Proclamation for Child Abuse Prevention Month

Mayor Miner presented the proclamation to Raquel Buezo, Community Educator with The Alliance for Children.

2. Presentation of a Proclamation in honor of the City of Watauga receiving the 2021

Mayor Miner and City Manager Jones presented a plaque and proclamation to Lana Ewell, Director of Library Services, Barbara Goss, Senior Youth Librarian, and Trina Nosenzo, Administrative Assistant for the Watauga Public Library, on receiving the Texas Achievement in Library Excellence Award from the Texas Municipal Library Directors Association.

1. Presentation of Service Awards for City of Watauga Employees celebrating a Milestone Anniversary during the month of April.

Mayor Miner and City Manager Jones presented Certificates of Appreciation to Fire Chief Shawn Fannan, 5 Years; Service Technician Adrian Franco, 5 years, Assistant Director of Finance, Deby Woodard, 15 years; Parks Maintenance Worker John Hill, 20 years.

PUBLIC COMMENT

No Requests for public comment were received.

PUBLIC TESTIMONY FOR ACTION ITEMS

REPORTS

1. Update on the current operations of the Animal Services Department.

Police Chief Parker presented the report. He spoke about the current shortages at the shelter. They have not had much success in recruiting new people and are reposting differently to try and get someone. He said calls for services are answered, and the facility is open on Saturday and Sunday. An ACO is working at the shelter. However, when they receive a call, they will leave and lock up the building. The facility is open on Saturdays and Sundays for adoptions but by appointment. Working with Human Resources on hiring employees

He also mentioned that Code Enforcement has adjusted the policy on bulk trash by doing more door hangers instead of registered mail and reduced the time from 10 days to 7 days. By placing notices on the door, they get it quicker.

Mayor Pro Tem Neal asked how do the appointments work on the weekends. Chief Parker said if they have an opportunity to adopt an animal out on a Saturday or Sunday, they will be there. They may have to push it back or up it a bit. If they get a call for service, they have to leave. Mayor Pro Tem Neal asked if they call the number for Animal Control to make an appointment. Chief Parker said yes. Mayor Pro Tem asked about reclaiming a pet. Chief Parker said yes if they can only make it Saturday or Sunday to pick up their pet, they will make an appointment for them. Chief Parker said they are trying to provide as many services as possible the only reason they are doing this is because of staffing. Mayor Pro Tem said he was looking at the staffing, and it does seem very thin. Chief Parker agreed that it is. He also mentioned that it is Animal Services Week. Mayor Pro Tem Neal asked if there was any thought in leveraging volunteers. Chief Parker said they've considered that. The couple of volunteers they had did not work well as far as hours needed, but they are still looking at other opportunities. Mayor Pro Tem asked if they are working with other agencies about the animals and non-profits. Chief Parker said yes, they do work with outside agencies. Mayor Pro Tem asked if a resident wanted to adopt a pet and if there was a list or portfolio for the animal. Chief Parker said there is online and Facebook. Mayor Pro Tem Neal asked what the outlook for filling the open positions was. Chief Parker said the outlook was bleak. They have made appointments for interviews, but they were no-shows.

Councilmember Shelbourne said he occasionally sees pets loose and wanted to know the hours and how a resident would contact them. Chief Parker said between 8-5, a resident can call the police non-emergency number or animal control directly, and they will send someone out. Otherwise, you can contact police dispatch, and they will send an officer out if it is after hours. If the dog is not aggressive, they will try to house it with a neighbor until the owner comes home or take it to the shelter. The officers do have a scanner for microchips after hours.

Councilmember Minucci asked if the pay is comparable to other agencies. Chief Parker stated it is in the ballpark. But he does not know why people don't want to work right now.

Mayor Pro Tem Neal complimented the job that animal services do.

Councilmember Taylor went over the requirements for an ACO or staff member and stated it is a lot to do for 15 dollars an hour. Chief Parker said that he hopes that the comp study we are doing will point out something, and we will do something with that.

Mayor Miner agrees that animal services do a good job, and he tries to go by there once a week. He also commented on the Code Enforcement and wants to get the bulk down from 7 to 3 days.

Councilmember Downey commented the fire department also has a scanner.

2. Update on the Youth Advisory Council.

Library Director Lana Ewell introduced Barbara Goss, the Senior Youth Librarian. Ms. Goss said the library currently has a Teen Advisory Board, and what's to make the Youth Advisory Council a part of it and use it as an incentive for seniors. She wants the council to have seven members on the Youth Council.

Councilmember Downey said she appreciates Ms. Goss taking the Youth Advisory Council.

Mayor Pro Tem Neal asked why she is looking for seniors to add to the council. Is she looking at it as a 1-year rotating position, and how many candidates does she have? Ms. Goss replied it is an opportunity for seniors to learn more leadership skills. She wants youths to want to be on the council. She currently has youths waiting to get on the advisory board as soon as they are 13, and she wants the same for those turning 18. Currently, she has four candidates.

CONSENT AGENDA

- 1. Consider action to approve the Monthly Financial Report for the period ending February 28, 2022.**
- 2. Consider action to approve the meeting minutes of the February 14, 2022, City Council Workshop and Regular Meeting, and the March 14, 2022, Regular Council Meeting.**
- 3. Consider action to adopt a resolution of the City of Watauga, Texas adopting the Tarrant County home investment partnership program match contribution requirements for program year 2022 (the HOME program year 2022).**
- 4. Consider action to approve an Interlocal Agreement with the City of Grand Prairie**

Mayor Miner called for a Motion. Councilmember Hill made a motion to approve the items as presented. Councilmember Shelbourne second the motion. Mayor Miner called for a vote.

Motion carried 7-0-0-0.

Ayes: Shelbourne, Snyder, Downey, Neal, Minucci, Taylor, Hill

Nays: None

Abstain: None

Absent: None

PUBLIC HEARINGS / ACTION

Conduct a public hearing to receive input on community needs and project selection relative to funds to be received in the 48th Year of Tarrant County's Community Development Block Grant (CDBG) Program. Randy Richards, CFM, Assistant Director of Public Works

Assistant Director of Public Works Randy Richards presented the item. He said on even number years, a public hearing is conducted to receive input on community needs. Citizens may present any qualifying project to be considered. This year they have selected the new water main on Emerson Drive, which will replace about 740 feet. They are replacing a four-inch line with an 8-inch line from Whitley Rd. to Maurie Dr. They expect to receive \$175,000 from the grant program.

Councilmember Taylor asked the advantages of going to an 8-inch line. Mr. Roberts said the volume of water. Explained if you have a 4-inch and have to use a fire hydrant and

open it is going to cause a suction in more the neighborhood area. With an 8-inch you can move more water with less of an impact in the surrounding neighborhoods.

Mayor Pro Tem Neal asked what the age of the existing line and the material used. Mr. Roberts did not have that information available, but guess it is from the 80's. said the material is probably PVC.

Mayor Miner opened the Public Hearing at 7:12 pm, no to speak were received. Mayor Miner closed the Public Hearing at 7:12 pm.

ACTION ITEMS

1. **Consider action to adopt an Ordinance by the City Council of the City of Watauga, Texas Consider action to adopt an Ordinance by the City Council of the City of Watauga, Texas appointing J. Stewart Bass pursuant to Section 30.00006 of the Texas Government Code, Section 8.02 of the Watauga City Charter, and Sections 24-29, 24- 30, 24-31, and 24-32 of the Watauga Code of Ordinances, to serve a Municipal Court Judge of the Municipal Court of Record for the City of Watauga; providing that all ordinances in conflict herewith are hereby repealed to the extent that they are in conflict; providing a savings clause; providing an effective date**

City Manager Josh Jones presented the item. Stating this is to reappoint the Municipal Court Judge.

Mayor Miner called for a Motion. Councilmember Downey made motion, to accept the item as presented. Councilmember Shelbourne second the motion. Hearing no further discussion Mayor Miner called for a vote. Motion carried 7-0-0-0.

Ayes: Shelbourne, Snyder Downey, Neal, Minucci Taylor, Hill

Nays: None

Abstain: None

Absent: None

2. **Consider action to adopt an Ordinance by the City Council of the City of Watauga, Texas appointing Lorraine Irby pursuant to section 30.00006 and 30.00008 of the Texas Government Code to serve the Alternate Municipal Court Judge of the Municipal Court of Record for the City of Watauga; providing that all ordinances in conflict herewith are hereby repealed to the extent that they are in conflict; providing a savings clause; providing an effective date.**

Mayor Miner said that this was self-explanatory and asked if council had any questions. Hearing none he called for a motion.

Councilmember Shelbourne made motion, to accept the item as presented. Councilmember Downey second the motion. Hearing no further discussion Mayor Miner called for a vote. Motion carried 7-0-0-0.

Ayes: Shelbourne, Snyder Downey, Neal, Minucci Taylor, Hill

Nays: None

Abstain: None

Absent: None

3. Discuss and consider action on scheduling a date and location for a budget retreat to discuss the City of Watauga 2022-2023 Budget.

Mayor Miner presented this item to discuss a budget retreat when and where.

Councilmember Hill researched a place for the retreat thinking about the resident involvement and cost. She recommends reserving the recreation center and providing meals as needed.

Councilmember Downey agrees with Councilmember Hill, and she wants the ARPA funds discussed at the retreat.

Councilmember Taylor said he doesn't want to call it a budget retreat. He wants to consider doing it quarterly or semi-annual. Feels it is a good opportunity for the council to share ideas and to receive input from the citizens outside a formal setting. He thinks May or June is a good time frame for this one.

Mayor Miner agrees with Councilmember Taylor and likes the idea of doing it twice a year.

Mayor Pro Tem Neal replied if they are having a retreat twice a year, then keep it to one day.

Mayor Miner agrees that it should be one day, and this would allow residents to show up.

Councilmember Minucci, thinks one day, rec center, on a Saturday.

Councilmember Downey would like the end of May or the first of June. She is fine with twice a year at the rec center for one day and not calling it a budget retreat. She asked if they wanted to table this for the next council meeting until the City Manager could come back to them with dates or do they wish to propose a date.

Councilmember Snyder pointed out that at the end of May is Wataugafest.

Councilmember Downey made a motion to table it until the next council meeting for staff to come up with a date. Councilmember Hill seconded the motion.

Councilmember Taylor did a point of order stating that this is not a table it is a postponed.

Councilmember Downey amended her motion to postpone the item until the next meeting so staff can come up with a date for the retreat. Councilmember Hill seconded the amendment.

Hearing no further discussion Mayor Miner called for a vote. Motion carried 7-0-0-0.
Ayes: Shelbourne, Snyder Downey, Neal, Minucci Taylor, Hill
Nays: None
Abstain: None
Absent: None

4. Consider action on a Professional Services Agreement between the City of Watauga, Texas and Burgess & Niple, Inc. for design for Whitley Road 5

Director of Public Works Paul Hackleman presented the item. Billy Wendland with

Burgess and Niple was in attendance for Whitley Road 5. Said that Whitley Road one and two are complete, three is 99% complete, and Whitley Road four is starting this summer. Whitley Road five is a project a great application was submitted and awarded \$3196665. Tarrant County will issue bonds for this later this year and handle the interlocal. They can start the project before bonds are issued. All money spent before Feb. 4, 2021, will qualify. Whitley Road five will be a copy of three. The lanes on three are narrower than they have had in the past. They are 10' to 8', this reduction allowed for the bike lanes. Whitley one was the State standard for bike lanes, which is 3' and will make the road consistent.

5.

Councilmember Taylor asked how long four it is anticipated to take and won't it run into five with the projected start date of spring of 2023. Mr. Hackleman said that four should take 10-14 months, but they don't know the bid yet. It will not be an issue to push five back if need be. Councilmember Taylor feels it would be better when four is complete to go straight into five, so there is no stoppage.

Mayor Miner asked if they would close the entire road or will they do half then half. Mr. Hackleman replied that Whitley four the road will be shut down. He also mentioned that Mayor Pro Tem Neal had asked about solar lights. Mr. Hackleman replied that the lights are an alternate in Whitley four, if successful will carry over into five.

Mayor Pro Tem Neal made a motion to accept the interlocal agreement as presented. Councilmember Downey seconded the motion. Mayor Miner asked if there was any further discussion.

Mr. Hackleman pointed out that the motion said interlocal and it is a professional service agreement.

Mayor Pro Tem Neal amended the motion to accept the professional service agreement. Councilmember Downey seconded the amendment.

Hearing no further discussion Mayor Miner called for a vote. Motion carried 7-0-0-0.

Ayes: Shelbourne, Snyder Downey, Neal, Minucci Taylor, Hill

Nays: None

Abstain: None

Absent: None

6. Discuss and consider an appointment to the Zoning Board of Adjustment Place 4

Mayor Miner Presented the item and said that he had interviewed the individual Macy Forrester and recommends her for place 4 on the Zoning Board of Adjustment

Councilmember Downey made a motion to accept the recommendation as presented by the mayor. Mayor Pro Tem Neal seconded the motion.

Hearing no further discussion Mayor Miner called for a vote. Motion carried 7-0-0-0.

Ayes: Shelbourne, Snyder Downey, Neal, Minucci Taylor, Hill

Nays: None

Abstain: None
Absent: None

ITEMS FOR FUTURE AGENDAS

Mayor Miner would like the council procedure on the next council meeting.

EXECUTIVE SESSION

1. **Pursuant to Section 551.074 of the Texas Government Code, discuss matters relating to personnel as follows: a three-month performance review of the City Manager.**

Mayor recessed into executive session at 7:37 pm

RECONVENE

Mayor reconvened the meeting at 9:13 pm

ITEMS OF EXECUTIVE SESSION DELIBERATION

1. Consider action, if any, on items discussed in closed session

No action was taken.

ADJOURNMENT

Mayor Miner adjourned the meeting at 9:13 pm

Approved: this _____ day of _____, 2022

Signed: this _____ day of _____, 2022

APPROVED:

Arthur L. Miner, Mayor

ATTEST:

Linda Proskey, City Secretary

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

**MINUTES
WATAUGA CITY COUNCIL
SPECIAL MEETING
MONDAY, NOVEMBER 15, 2021
CITY HALL, COUNCIL CHAMBER, 7105 WHITLEY ROAD
12:00 PM**

CALL TO ORDER

The Special Meeting of the City Council was called to order at 12:00 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 (Late: 12:01 p.m.)
Pat Shelbourne	Council Member Place 1
Tom Snyder	Council Member Place 2 (Absent w/Notice)
Lovie Downey	Council Member Place 3 (Absent w/Notice)
Vacant	Council Member Place 5
Mark Taylor	Council Member Place 6
Jan Hill	Council Member Place 7

and

Linda Proskey	City Secretary
Terri Johnson	Interim City Secretary

INVOCATION

Pat Shelbourne voiced the invocation.

ANNOUNCEMENTS

None

ACTION ITEMS

1. **Discuss and consider action on a resolution by the City Council of the City of Watauga, Texas, canvassing the returns and declaring the results of the special election held November 2, 2021, for the purpose of submitting to the qualified voters a measure to allow the legal sale of all alcoholic beverages for off-premise consumption only**

Mayor Miner read out the total votes.

Councilman Taylor made a motion to accept the vote count as presented. 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, Neal, Hill, Taylor
Nays: None

Abstain: None
Absent: Downey, Snyder

2. Discuss and consider approval of appointment of Director of Human Resources and Civil Service

Interim City Manager, Chief Robert Parker presented this item to council and presented the council with Juliet Rodriguez as his and the interview committee's recommendation for the position.

Councilman Neal asked questions on Ms. Rodriguez's background experience and on the probationary period. Interim City Manager Parker answered these questions.

Councilman Shelbourne asked about what Civil Service experience Ms. Rodriguez has. Interim City Manager Parker answered this question.

Mayor Miner asked if any applicants had extensive experience in civil service. Interim City Manager Parker answered this question.

Councilman Taylor made a motion to accept the appointment as presented. 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, Neal, Hill, Taylor
Nays: None
Abstain: None
Absent: Downey, Snyder

ADJOURNMENT

With no further business at hand, Mayor Miner adjourned the meeting at 12:10 p.m.

APPROVED: this _____ day of _____, 2021.

SIGNED: this _____ day of _____, 2021.

APPROVED:

Arthur L. Miner, Mayor

ATTEST:

Linda Proskey, City Secretary

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

**MINUTES
WATAUGA CITY COUNCIL
SPECIAL MEETING
TUESDAY, MAY 17, 2022
CITY HALL, COUNCIL CHAMBER, 7105 WHITLEY ROAD
6:00 PM**

CALL TO ORDER

The Special Meeting of the City Council was called to order at 6:00 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 (Absent w/Notice)
Lovie Downey	Council Member Place 3
Malissa Minucci	Council Member Place 5
Mark Taylor	Council Member Place 6
Jan Hill	Council Member Place 7

and

Linda Proskey	City Secretary
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ANNOUNCEMENTS

Mayor Pro Tem Neal announced Watauga Fest is this weekend.

PUBLIC COMMENT

No Public comment requests were received.

PUBLIC TESTIMONY

No Public Testimony requests were received.

CONSENT AGENDA

PUBLIC HEARINGS / ACTION

1. **Consideration and action on canvassing the votes for the May 7, 2022 General Election to include approval of a Resolution canvassing the votes and declaring the results.**

Mayor Miner read the results of the general election.

Mayor Pro Tem Neal made a motion to accept the canvass of the votes as read. Motion was seconded by Council Member Downey. As there was no discussion, Mayor Miner called for the Council to vote. Motion carried 6-0-0-0. Place 1 voted manually

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

ADJOURNMENT

With no further business at hand, Mayor Miner adjourned the meeting at 6:06 p.m.

APPROVED: this _____ day of _____, 2022.

SIGNED: this _____ day of _____, 2022.

APPROVED:

Arthur L. Miner, Mayor

ATTEST:

Linda Proskey, City Secretary

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



AGENDA MEMORANDUM

DATE: May 26, 2022
TO: Honorable City Council Members
FROM: Sandra Gibson, Director of Finance
THROUGH: Joshua Jones, City Manager
SUBJECT: Consider action on the Monthly Financial Report for the period ending April 30, 2022

BACKGROUND/INFORMATION:

The Monthly Financial Report for the period ending April 30, 2022 is attached for Council's review and approval.

FINANCIAL IMPLICATIONS:

N/A

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the Council review and approve the Monthly Financial Report for the period ending April 30, 2022.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Council Report - April 2022 to Council May 23, 2022 kr

REVIEWED BY:

Sandra Gibson, Director of Finance
David Berman, City Attorney
Joshua Jones, City Manager
Linda Proskey, City Secretary

Approved - 6/3/2022
Approved - 6/3/2022
Approved - 6/3/2022
Final Approval - 6/3/2022

Approved as to form for inclusion on Agenda



Monthly Financial Report Fiscal 2021-2022 For the period ending April 30, 2022

Sales Tax

Sales tax receipts from the State Comptroller received in the month of May 2022 (reflecting March 2022 sales receipts) fell 5%, but increased overall in total to 8.6% compared to the same time last year due to the quarter cent increase in sales tax for the General Fund approved by voters in May 2021. The quarter cent sales tax was previously dedicated to street maintenance until abolished in November 2020 (effective January 1, 2021).

Sales Tax Receipts	Mar-22	Mar-21	% change
City 1%	\$ 345,286	\$ 363,384	-5.0%
City 1/4% effective 10/1/2021*	\$ 86,321	\$ -	100.0%
Street Maint 1/4%**	\$ -	\$ -	0.0%
CCD 1/2%	\$ 169,687	\$ 179,013	-5.2%
EDC 1/4%	\$ 86,321	\$ 90,846	-5.0%
Totals	\$ 687,616	\$ 633,243	8.6%

*approved by voters May, 2021 for effective date of 10/1/2021

**abolished January, 2021

A comparison of March 2022 sales tax receipts for Watauga's and surrounding cities are shown below:

SALES TAX RECEIPTS COMPARISONS MARCH 2021 vs. MARCH 2022 RECEIVED FROM COMPTROLLER - MAY FISCAL YEAR 2021-2022

Sales Tax Receipts for the Month:

City	MARCH 2022 Sales	MARCH 2021 Sales	\$ Change	% Change
Richland Hills	\$ 754,579.82	\$ 533,940.50	\$ 220,639.32	41.32%
Grapevine	\$ 4,784,999.11	\$ 3,445,740.30	\$ 1,339,258.81	38.87%
Hurst	\$ 1,767,163.37	\$ 1,434,164.74	\$ 332,998.63	23.22%
Keller	\$ 1,742,285.51	\$ 1,434,308.90	\$ 307,976.61	21.47%
Bedford	\$ 1,626,225.51	\$ 1,420,533.26	\$ 205,692.25	14.48%
Southlake	\$ 3,726,745.83	\$ 3,260,236.45	\$ 466,509.38	14.31%
Watauga	\$ 517,928.46	\$ 454,229.85	\$ 63,698.61	14.02%
Roanoke	\$ 2,330,860.70	\$ 2,119,817.90	\$ 211,042.80	9.96%
Fort Worth	\$ 20,415,932.45	\$ 18,615,313.33	\$ 1,800,619.12	9.67%
Euless	\$ 2,246,574.47	\$ 2,129,328.68	\$ 117,245.79	5.51%
Haltom City	\$ 1,672,137.10	\$ 1,604,437.21	\$ 67,699.89	4.22%
N. Richland Hills	\$ 1,962,617.53	\$ 1,960,929.64	\$ 1,687.89	0.09%
Colleyville	\$ 798,369.29	\$ 847,936.46	\$ (49,567.17)	-5.85%
Saginaw	\$ 765,695.45	\$ 1,242,099.65	\$ (476,404.20)	-38.35%

Source: State Comptroller

City Collections only - not Special Purpose Districts or Transit

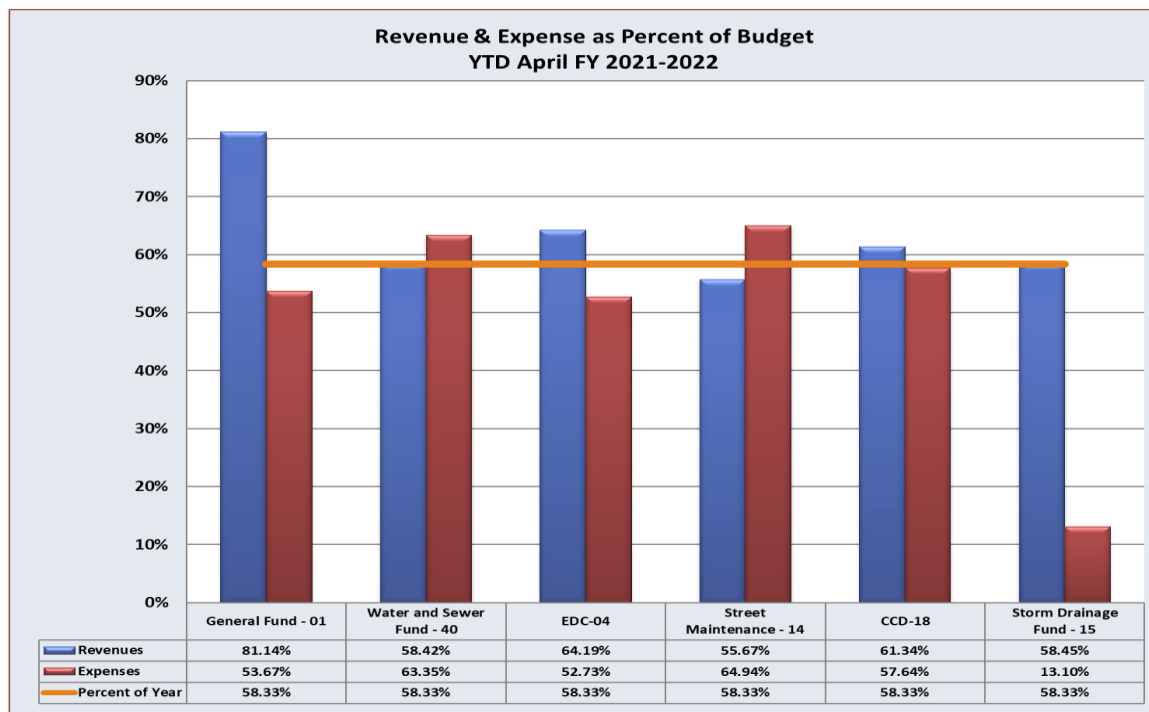
Fund Detail Report

APRIL 2021

The City will receive the distribution for April 2022 sales tax receipts on June 10, 2022. Sales tax revenues have been estimated for the April reporting period.

Financial Highlights

The City is 58.33% through the fiscal year 2021-2022. Revenue and expenses are reflected in the chart below and details of each fund's revenues and expenditures are attached. Also attached is a Departmental Consolidated Budget Report that shows expenditures for departments across all funds. For example, the Police Department budget and expenditures are combined for two funds in which expenditures are reported (General Fund and Crime Control). The Consolidated Departmental Budget Report does not include capital outlay or debt service expenditures. The Street Maintenance expenses are trending higher due to the street projects that began in September 2021 (FY 2021) and completed in October 2021 (FY 2022).



General Fund

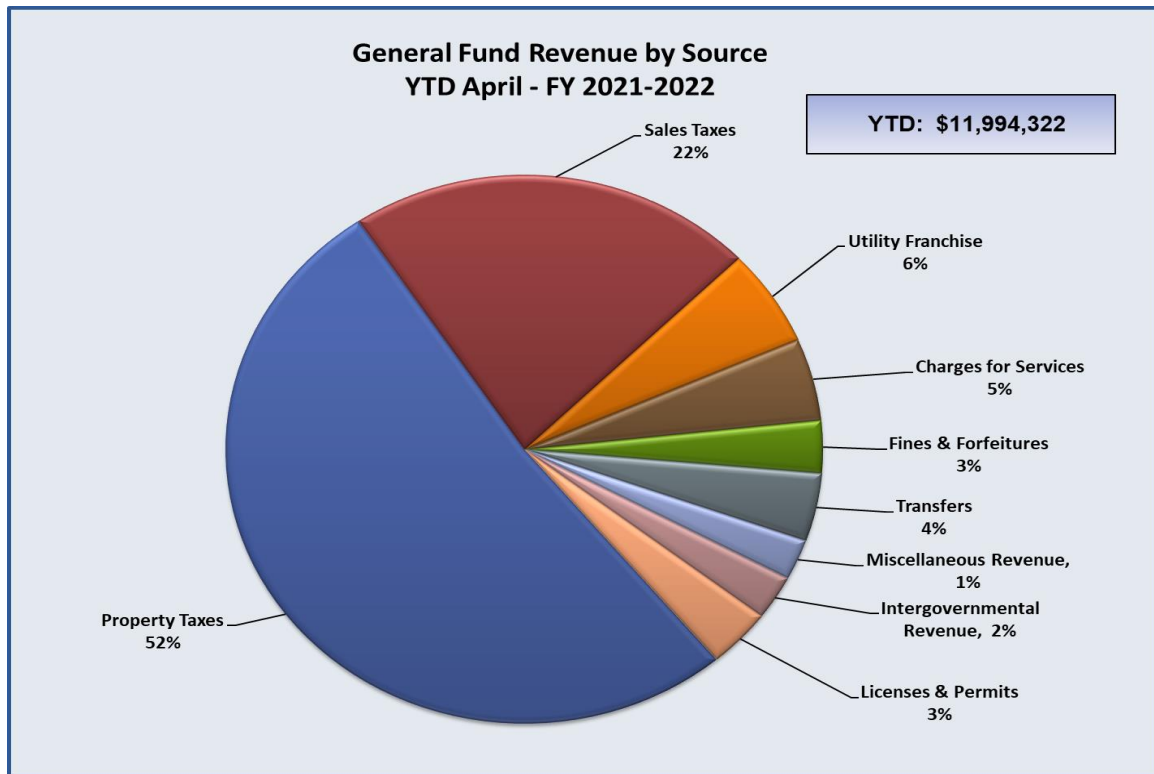
Revenues – Year-to-date revenues represent 81% of budget collected, or \$11,994,322.

Property Tax – As we begin the 3rd quarter for fiscal year 2021-2022, the City has received 97.9% of budgeted property taxes. Receipts remain in line with expectations at this time. The majority of property tax revenues are received in December and January.

Sales Tax – Sales tax receipts for the General Fund are coming in over budget expectations and are estimated at 64.4% of budget through April, 2022. Sales tax receipts have increased 33% over last year due to the increase of a quarter cent to the general fund in October 2021 that was approved by voters in May, 2021 and an increase in sales tax receipts for both local businesses and remote sales in the City. It is important to note that the increase in sales tax collections is partly due to inflation since it drives higher prices for goods.

Utility Franchise Revenue - The majority of franchise receipts are received on a annual or quarterly basis. The City has received \$685,216 or 86% in budgeted franchise fee revenues through April 2022. Electric and gas franchise receipts were received in March 2022.

Licenses and Permits - License and permit fees are at 73.6% of budget collected with YTD revenue received at \$418,567.



Charges for Services - Charges for Services revenues are at 75.2% of budget collected. Charges for services include recreation fees, ambulance services, garbage collection fees and animal adoption fees. This revenue category is up \$118,253 or 25.4% in YTD comparison to the same period of prior year. This increase is primarily due to an increase in ambulance collections as a result of running a second ambulance in the City.

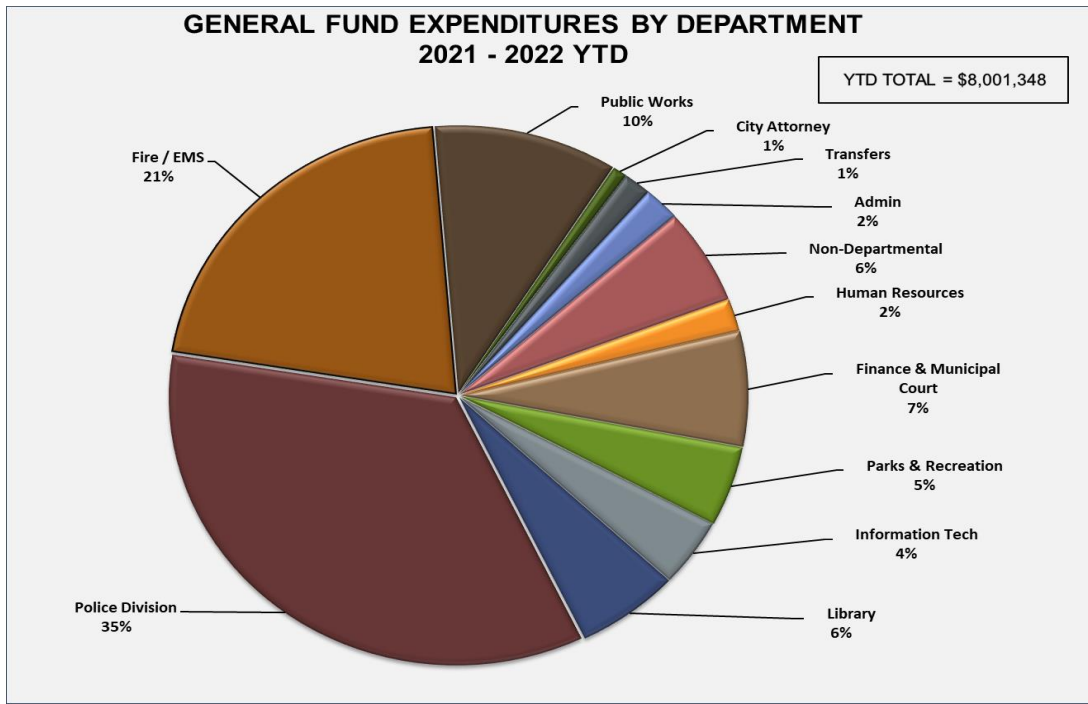
Fines and Forfeitures - Fines and Forfeitures are at 65.4% of budget which is \$53,449 or 25.4% higher in comparison to the same period last year. In February 2022, a Warrant Resolution Campaign was executed, and Municipal Court resumed in person court.

Miscellaneous Revenue - Miscellaneous revenues include interest earnings, rental of recreational facilities, bingo, and other revenue. These receipts total \$285,009 which is 94.5% of budgeted revenues. Revenues are up this year due to receipts from the City auction held in November and an increase in rental facilities this fiscal year.

Intergovernmental Revenue and Transfers - Intergovernmental Revenue include transfers from other funds for services the general fund provides and payments in lieu of

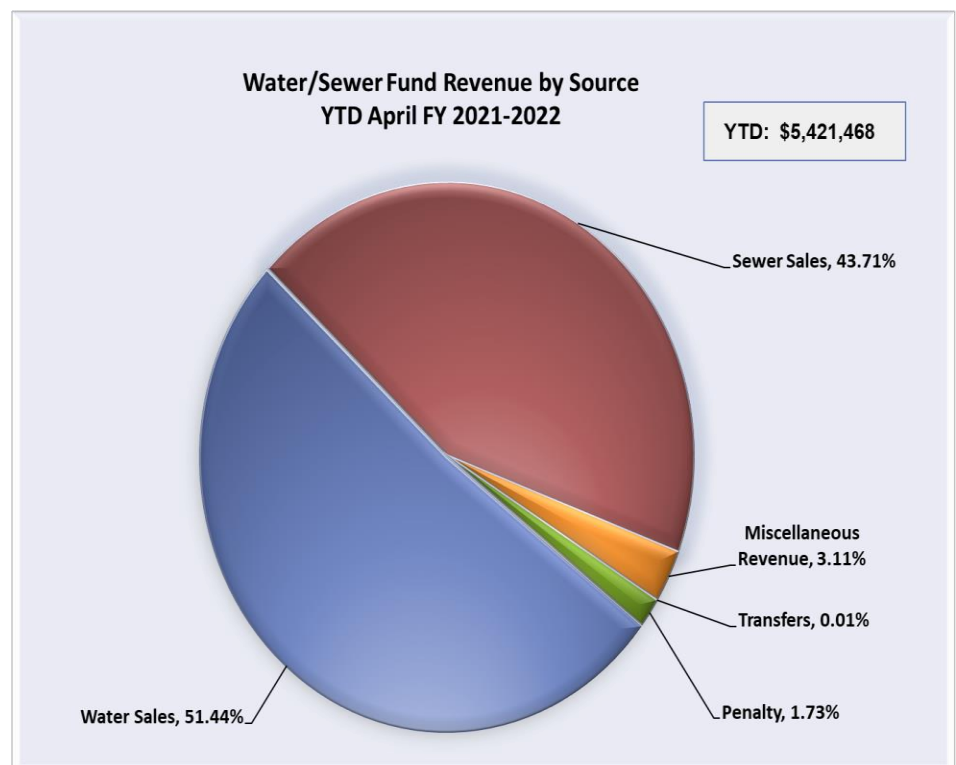
taxes from the enterprise funds. Currently these revenues are on target with Intergovernmental at 62.3% of budget and Transfers at 61.2% of budget.

Expenses - General fund expenses are at 53.7% of budget expended and total \$8,001,348. Expenditures are 16.1% higher in comparison to the prior year due to the movement of personnel from the Traffic Safety Fund to the General fund and the restoration of some positions.



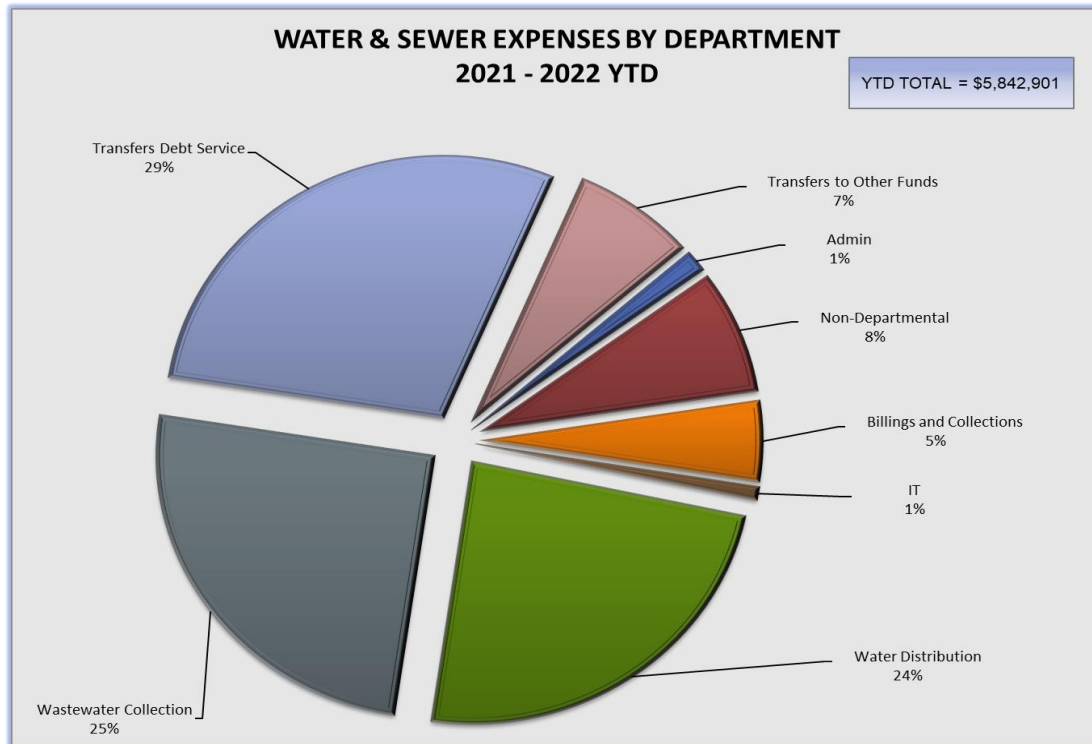
Water and Sewer Fund

Water and sewer revenues are on target and are currently at 58.42% of budgeted revenues through April 2022. Water consumption varies due to seasonal fluctuations. Revenues are \$403,532 or 8.04% higher than prior year through April 2022. This increase is a result of increased water consumption in comparison to the same period last year and the water and sewer rate increases that went into effect beginning October 1, 2021.



Miscellaneous Sales - Miscellaneous sales include penalty revenue, EPA revenue, service charges, returned check fees, and damaged/ tampering fees. This category of revenue is at 62.8% of budget collected.

Expenses – Year-to-date expenses in the Water/Sewer fund are currently at 63.4% of budget. Wastewater expenditures are up \$374,976 or 34.22% from last year. Wastewater expenditures are higher due to rate increases put in place by the City of Ft. Worth effective October 1, 2021, and an increase in wastewater volume treated in comparison to prior year. Water expenditures have increased \$93,994 or 7.19% over prior year due to an increase in consumption. Transfers to debt service are at 85.4% of budget due to scheduled payments made on February 1, 2022, and payments due August 1, 2022.



Storm Drain Fund – Revenues represent 58.4% of budget collected. Expenses are at 13.1% of budget in this fund through April 2022. Capital projects budgeted in FY2021-2022 include Whitley Road and other storm drain improvements.

Special Revenue Funds

- **Street Maintenance Fund** expenses are at 64.9% of budget. Projects are being funded using reserves. Various street projects from the 2020-2021 Tarrant County Overlay were completed in 2021-2022 and are reflected in this year's expenditures.
- **Crime Control and Prevention District** revenues collected are 61.3% of budget and expenditures are at 57.6% of budget.
- **Economic Development Corporation Fund** has collected 64.6% of sales tax revenues and expenditures are at 52.7% of budget expended through April 2022.

CITY OF WATAUGA
BUDGET TO ACTUAL COMPARISON
FISCAL YEAR 2022
For the period ending: April 30, 2022 (3rd FY Qtr.)

GENERAL FUND - 01

REVENUE:	ORIGINAL BUDGET	4/30/2022 YTD ACTUAL	% USED	% REMAINING	4/30/2021 YTD ACTUAL	\$ CHG 22 vs 21	% CHG 22 vs 21
TAXES							
AD VALOREM	6,292,000	6,157,949	97.87%	2.13%	5,933,718	224,231	3.78%
Delinquent	35,000	25,489	72.83%	27.17%	27,391	(1,902)	-6.94%
Penalty & Interest	37,500	23,216	61.91%	38.09%	22,084	1,131	5.12%
SALES TAX	4,118,000	2,650,780	64.37%	35.63%	1,982,932	667,848	33.68%
UTILITY FRANCHISE	797,000	685,216	85.97%	14.03%	654,368	30,848	4.71%
LICENSES & PERMITS	569,000	418,567	73.56%	26.44%	516,626	(98,059)	-18.98%
INTERGOVERNMENTAL REVENUE	502,600	313,074	62.29%	37.71%	292,757	20,317	6.94%
CHARGES FOR SERVICES	776,000	583,262	75.16%	24.84%	465,009	118,253	25.43%
FINES & FORFEITURES	564,900	369,523	65.41%	34.59%	316,074	53,449	16.91%
MISCELLANEOUS INCOME	301,650	285,009	94.48%	5.52%	210,797	74,212	35.21%
OPERATING TRANSFERS IN	788,300	482,237	61.17%	38.83%	446,922	35,315	7.90%
TOTAL REVENUE	\$14,781,950	\$11,994,322	81.14%	18.86%	\$10,868,678	\$1,125,644	10.36%
ADMINISTRATION	422,625	164,089	38.83%	61.17%	263,352	(99,264)	-37.69%
HUMAN RESOURCES	222,980	155,559	69.76%	30.24%	93,321	62,238	66.69%
BUILDINGS - PW	834,540	395,563	47.40%	52.60%	414,858	(19,296)	-4.65%
FINANCE	552,420	350,057	63.37%	36.63%	304,938	45,119	14.80%
MUNICIPAL COURT - FIN	399,255	202,251	50.66%	49.34%	207,514	(5,263)	-2.54%
DEVELOPMENTAL SERVICES - PW	200,120	86,689	43.32%	56.68%	117,838	(31,149)	-26.43%
LIBRARY	946,500	466,496	49.29%	50.71%	451,487	15,009	3.32%
PARKS AND RECREATION	1,055,060	383,891	36.39%	63.61%	339,709	44,183	13.01%
POLICE	4,629,780	2,779,326	60.03%	39.97%	2,311,668	467,658	20.23%
FIRE/EMS	3,138,330	1,691,843	53.91%	46.09%	1,196,492	495,351	41.40%
PUBLIC WORKS - STREETS	534,590	239,854	44.87%	55.13%	193,080	46,773	24.22%
FLEET MANAGEMENT - PW	224,070	104,656	46.71%	53.29%	111,423	(6,767)	-6.07%
NON-DEPARTMENTAL	733,615	461,591	62.92%	37.08%	560,431	(98,839)	-17.64%
INFORMATION TECHNOLOGY	548,590	329,734	60.11%	39.89%	269,097	60,637	22.53%
ECONOMIC DEVELOPMENT	-	-	0.00%	0.00%	-	-	0.00%
CITY ATTORNEY	250,000	64,332	25.73%	74.27%	-	64,332	0.00%
TRANSFERS TO OTHER FUNDS	215,000	125,417	58.33%	41.67%	58,333	67,084	115.00%
TOTAL EXPENDITURES	\$14,907,475	\$8,001,348	53.67%	46.33%	\$6,893,541	\$1,107,807	16.07%
EXCESS REVENUE OVER (UNDER) EXPENDITURES	(\$125,525)	\$3,992,974			\$3,975,137	\$17,837	

CITY OF WATAUGA
BUDGET TO ACTUAL COMPARISON
FISCAL YEAR 2022
For the period ending: April 30, 2022 (3rd FY Qtr.)

DEBT SERVICE FUND - 03

	CURRENT BUDGET	4/30/2022 YTD ACTUAL	% USED	% REMAINING	4/30/2021 YTD ACTUAL	\$ CHG 22 vs 21	% CHG 22 vs 21
REVENUE:							
TAXES							
AD VALOREM	2,946,000	2,880,156	97.76%	2.24%	2,661,211	\$218,946	8.23%
Delinquent	11,000	11,432	103.92%	-3.92%	11,784	(\$352)	-2.99%
Penalty & Interest	10,000	9,360	93.60%	6.40%	8,625	\$735	8.52%
INTEREST EARNINGS	1,000	807	80.66%	19.34%	898	(\$91)	-10.17%
OTHER FINANCING SOURCES	-	0	-	-	575,000	(\$575,000)	-
OPERATING TRANSFERS IN	147,078	85,795	58.33%	41.67%	91,877	(\$6,082)	-6.62%
TOTAL REVENUE	\$3,115,078	\$2,987,550	95.91%	4.09%	\$3,349,394	(\$361,845)	-10.80%
 Contractual & Sundry	 3,143,658	 2,845,451	 90.51%	 9.49%	 3,268,225	 (\$422,773)	 -12.94%
TOTAL EXPENDITURES	\$3,143,658	\$2,845,451	90.51%	9.49%	3,268,225	(\$422,773)	-12.94%
 EXCESS REVENUE OVER (UNDER) EXPENDITURES	 (\$28,580)	 \$142,098			 \$81,169	 \$60,929	

CITY OF WATAUGA
BUDGET TO ACTUAL COMPARISON
FISCAL YEAR 2022
For the period ending: April 30, 2022 (3rd FY Qtr.)

WATER & SEWER - 40

	CURRENT BUDGET	4/30/2022 YTD ACTUAL	% USED	% REMAINING	4/30/2021 YTD ACTUAL	\$ CHG 22 vs 21	% CHG 22 vs 21
REVENUE:							
WATER SALES	4,864,898	2,788,857	57.33%	42.67%	2,601,348	187,510	7.21%
SEWER SALES	3,975,000	2,369,660	59.61%	40.39%	2,168,785	200,875	9.26%
MISCELLANEOUS	260,000	163,373	62.84%	37.16%	149,950	13,423	8.95%
PENALTY	175,000	93,907	53.66%	46.34%	83,014	10,893	13.12%
INTEREST	5,000	3,935	78.71%	21.29%	2,688	1,247	46.39%
TRANSFERS	-	611	0.00%	0.00%	10,701	(10,090)	-94.29%
TAP FEES	-	1,125	-	-	1,450	(325)	-22.41%
SALE OF ASSETS	-	-	-	-	-	-	-
TOTAL REVENUE	\$9,279,898	\$5,421,468	58.42%	41.58%	\$5,017,936	\$403,532	8.04%
ADMINISTRATIVE	157,800	77,853	49.34%	50.66%	87,370	(9,517)	-10.89%
NON-DEPARTMENTAL	702,180	445,556	63.45%	36.55%	428,973	16,584	3.87%
BILLING & COLLECTIONS	535,160	289,354	54.07%	45.93%	274,945	14,410	5.24%
MGT. INFO SYSTEMS	106,190	48,036	45.24%	54.76%	59,790	(11,754)	-19.66%
WATER DISTRIBUTION	2,812,415	1,401,329	49.83%	50.17%	1,307,335	93,994	7.19%
WASTEWATER COLLECTION	2,439,135	1,470,621	60.29%	39.71%	1,095,645	374,976	34.22%
TRANSFERS	2,470,000	2,110,151	85.43%	14.57%	1,854,622	255,529	13.78%
TOTAL EXPENDITURES	9,222,880	5,842,901	63.35%	36.65%	5,108,679	\$734,222	14.37%
EXCESS REVENUE OVER (UNDER) EXPENDITURES	\$57,018	(\$421,433)			(\$90,743)	(\$330,690)	

CITY OF WATAUGA
BUDGET TO ACTUAL COMPARISON
FISCAL YEAR 2022
For the period ending: April 30, 2022 (3rd FY Qtr.)

STORM DRAIN FUND - 15

	CURRENT BUDGET	4/30/2022 YTD ACTUAL	% USED	% REMAINING	4/30/2021 YTD ACTUAL	\$ CHG 22 vs 21	% CHG 22 vs 21
REVENUE:							
USERS FEE	1,480,000	863,057	58.31%	41.69%	859,652	3,404	0.40%
OTHER REVENUE	-	-	-	-	-	-	-
INTEREST INCOME	2,000	3,159	157.96%	-57.96%	3,397	(237)	-6.99%
TOTAL REVENUE	\$1,482,000	\$866,216	58.45%	41.55%	\$863,049	\$3,167	0.37%
PERSONNEL	444,300	205,405	46.23%	53.77%	\$241,868	(36,463)	-15.08%
SUPPLIES	30,200	9,155	30.31%	69.69%	\$7,139	2,015	28.23%
MAINTENANCE	36,500	1,680	4.60%	95.40%	\$5,590	(3,910)	-69.95%
CONTRACTUAL & SUNDRY	179,375	85,073	47.43%	52.57%	\$72,087	12,986	18.01%
CAPITAL	2,937,111	140,282	4.78%	95.22%	\$264,471	(124,188)	-46.96%
TRANSFERS TO OTHER FUNDS	73,500	43,152	58.71%	41.29%	\$42,983	169	0.39%
TOTAL EXPENDITURES	\$3,700,986	\$484,746	13.10%	86.90%	\$634,138	(\$149,391)	-23.56%
EXCESS REVENUE OVER (UNDER) EXPENDITURES	(\$2,218,986)	\$381,470			\$228,912	\$152,558	

**CITY OF WATAUGA
BUDGET TO ACTUAL COMPARISON
FISCAL YEAR 2022
For the period ending: April 30, 2022 (3rd FY Qtr.)**

CRIME CONTROL DISTRICT - 18

	ORIGINAL BUDGET	4/30/2022 YTD ACTUAL	% USED	% REMAINING	4/30/2021 YTD ACTUAL	\$ CHG 22 vs 21	% CHG 22 vs 21
REVENUE:							
SALES TAX	1,610,000	1,026,518	63.76%	36.24%	964,350	62,167	6.45%
INTEREST EARNING/OTHER	66,000	1,519	2.30%	97.70%	25,103	(23,584)	-93.95%
TRANSFERS	-	-	-	-	-	-	-
TOTAL REVENUE	\$1,676,000	\$1,028,036	61.34%	38.66%	\$989,454	\$38,583	3.90%
PERSONNEL SERVICES	1,029,000	616,596	59.92%	40.08%	\$560,908	55,687	9.93%
SUPPLIES	143,500	84,222	58.69%	41.31%	\$56,546	27,675	48.94%
MAINTENANCE	225,500	95,417	42.31%	57.69%	\$146,914	(51,497)	-35.05%
CONTRACTUAL & SUNDRY	192,000	116,979	60.93%	39.07%	\$85,937	31,041	36.12%
TRANSFERS	30,000	20,530	68.43%	31.57%	\$18,960	1,570	8.28%
CAPITAL OUTLAY	-	-	0.00%	0.00%	\$7,976	(7,976)	-100.00%
TOTAL EXPENDITURES	1,620,000	933,743	57.64%	42.36%	\$877,242	\$56,501	6.44%
EXCESS REVENUE OVER (UNDER) EXPENDITURES	\$56,000	\$94,293			\$112,212	(\$17,918)	

CITY OF WATAUGA
BUDGET TO ACTUAL COMPARISON
FISCAL YEAR 2022
For the period ending April 30, 2022 (3rd FY Qtr.)

STREET MAINTENANCE FUND - 14

	ORIGINAL BUDGET	4/30/2022 YTD ACTUAL	% USED	% REMAINING	4/30/2021 YTD ACTUAL	\$ CHG 22 vs 21	% CHG 22 vs 21
REVENUE:							
SALES TAX	-	-	0.00%	100.00%	220,958	(220,958)	-100.00%
INTEREST EARNINGS	2,000	1,113	55.67%	44.33%	1,240	(126)	-10.18%
INTEREST/ESCROW	-	-	-	-	-	-	-
CONTRIBUTIONS/OTHER	-	-	-	-	-	-	-
TOTAL REVENUE	\$2,000	\$1,113	55.67%	144.33%	222,197	(\$221,084)	-99.50%
MAINTENANCE	100,000	5,458	5.46%	94.54%	9,641	(4,184)	-43.39%
CONTRACTUAL & SUNDRY	8,000	2,075	25.94%	74.06%	265	1,810	683.02%
CAPITAL OUTLAY	800,000	582,159	72.77%	27.23%	72,155	-	0.00%
TOTAL EXPENDITURES	\$908,000	\$589,692	64.94%	35.06%	\$82,061	\$507,630	618.60%
EXCESS REVENUE OVER (UNDER) EXPENDITURES	(\$906,000)	(\$588,578)			\$140,136	(\$728,714)	

CITY OF WATAUGA
BUDGET TO ACTUAL COMPARISON
FISCAL YEAR 2022
For the period ending: April 30, 2022 (3rd FY Qtr.)

WATAUGA ECONOMIC DEVELOPMENT CORP - 04

	CURRENT BUDGET	4/30/2022 YTD ACTUAL	% USED	% REMAINING	4/30/2021 YTD ACTUAL	\$ CHG 22 vs 21	% CHG 22 vs 21
REVENUE:							
SALES TAX	814,000	525,479	64.56%	35.44%	490,387	35,092	7.16%
INTEREST EARNINGS	2,000	1,537	76.86%	23.14%	711	826	116.27%
INTEREST/ESCROW	-	-	-	-	-	-	-
CONTRIBUTIONS/OTHER	5,000	-	-	-	-	-	-
TOTAL REVENUE	\$821,000	\$527,017	64.19%	35.81%	\$491,098	\$35,919	7.31%
PERSONNEL SERVICES	-	-	0.00%	0.00%	-	-	0.00%
NON-DEPARTMENTAL	-	-	0.00%	0.00%	-	-	0.00%
SUPPLIES	1,100	(13)	-1.14%	101.14%	608	(621)	-102.06%
MAINTENANCE	900	-	0.00%	0.00%	-	-	0.00%
CONTRACTUAL & SUNDRY	141,690	55,201	38.96%	61.04%	63,105	(7,905)	-12.53%
TRANSFERS	401,878	234,429	58.33%	41.67%	227,082	7,346	3.24%
CAPITAL OUTLAY	3,700	-	0.00%	100.00%	-	-	0.00%
TOTAL EXPENDITURES	\$549,268	\$289,617	52.73%	47.27%	\$290,796	(\$1,179)	-0.41%
EXCESS REVENUE OVER (UNDER) EXPENDITURES	\$271,733	\$237,400			\$200,302	\$37,098	

Group Summary

Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
010 - CITY SECRETARY OFFICE	333505.00	333,505.00	37,006.91	176,861.20	6,639.76	150,004.04	44.98 %
011 - HUMAN RESOURCES	222980.00	222,980.00	23,069.05	155,559.22	25,230.56	42,190.22	18.92 %
013 - DEVELOPMENT SERVICES DIVISION	200120.00	200,120.00	12,443.73	86,689.21	5,247.96	108,182.83	54.06 %
015 - CITY MANAGER	246920.00	246,920.00	21,132.19	65,080.58	0.00	181,839.42	73.64 %
016 - BUSINESS RETENTION/EDC	21610.00	21,610.00	167.69	2,031.78	61.92	19,516.30	90.31 %
017 - BUSINESS ATTRACTION/EDC	36750.00	36,750.00	0.00	25,750.00	0.00	11,000.00	29.93 %
018 - GENERAL ADMINISTRATION/EDC	89030.00	89,030.00	812.50	27,406.56	8,250.00	53,373.44	59.95 %
020 - NON-DEPARTMENTAL	1558400.00	1,558,400.00	91,917.01	958,798.09	17,451.84	582,150.07	37.36 %
021 - CITY ATTORNEY	250000.00	250,000.00	6,514.94	64,332.09	0.00	185,667.91	74.27 %
030 - MUNICIPAL COURT DIVISION	399255.00	399,255.00	37,601.74	202,250.92	450.33	196,553.75	49.23 %
040 - FINANCE	603000.00	603,000.00	58,927.12	366,317.71	25,363.08	211,319.21	35.04 %
045 - BILLING & COLLECTIONS	535160.00	535,160.00	50,408.29	289,354.45	588.89	245,216.66	45.82 %
050 - INFORMATION TECHNOLOGY	654780.00	654,780.00	46,910.91	377,770.20	4,095.18	272,914.62	41.68 %
060 - LIBRARY	957200.00	957,200.00	90,492.15	466,496.29	32,916.49	457,787.22	47.83 %
070 - RECREATION	431890.00	431,890.00	19,415.58	110,136.59	26,134.88	295,618.53	68.45 %
075 - PARKS DEPARTMENT	623170.00	623,170.00	49,885.11	273,754.79	93,384.69	256,030.52	41.09 %
080 - POLICE	6219780.00	6,219,780.00	755,307.12	3,692,538.41	33,244.37	2,493,997.22	40.10 %
085 - FIRE/MIS	3409330.00	3,409,330.00	467,127.03	1,937,352.26	49,116.83	1,422,860.91	41.73 %
090 - PUBLIC WORKS	1111485.00	1,111,485.00	82,536.99	485,518.82	34,368.58	591,597.60	53.23 %
093 - WATER DISTRIBUTION	2812415.00	2,812,415.00	220,996.85	1,401,328.55	44,879.98	1,366,206.47	48.58 %
094 - WASTEWATER COLLECTION	2439135.00	2,439,135.00	224,641.03	1,470,620.98	9,064.06	959,449.96	39.34 %
097 - FLEET MAINTENANCE	224070.00	224,070.00	4,672.00	104,655.78	38,098.20	81,316.02	36.29 %
098 - BUILDING MAINTENANCE	834540.00	834,540.00	97,156.09	395,562.78	38,084.83	400,892.39	48.04 %
Report Total:	24,214,525.00	24,214,525.00	2,399,142.03	13,136,167.26	492,672.43	10,585,685.31	43.72 %



AGENDA MEMORANDUM

DATE: May 27, 2022

TO: Honorable City Council Members

FROM: Joshua Jones, City Manager

THROUGH:

SUBJECT: Consider action on a Resolution to suspend the June 17, 2022 effective date of Oncor Electric Delivery Company's requested rate change

BACKGROUND/INFORMATION:

Oncor Electric Delivery Company ("Oncor" or "the Company") filed an application on or about May 13, 2022 with cities retaining original jurisdiction seeking to increase system-wide transmission and distribution rates by about \$251 million or approximately 4.5% over present revenues. The Company asks the City to approve an 11.2% increase in residential rates and a 1.6% increase in street lighting rates. If approved, a residential customer using 1,300 kWh per month would see a bill increase of about \$6.02 per month.

The resolution suspends the June 17, 2022 effective date of the Company's rate increase for the maximum period permitted by law to allow the City, working in conjunction with the Steering Committee of Cities Served by Oncor, to evaluate the filing, determine whether the filing complies with law, and if lawful, to determine what further strategy, including settlement, to pursue.

The law provides that a rate request made by an electric utility cannot become effective until at least 35 days following the filing of the application to change rates. The law permits the City to suspend the rate change for 90 days after the date the rate change would otherwise be effective. If the City fails to take some action regarding the filing before the effective date, Oncor's rate request is deemed administratively approved.

The City of Watauga is a member of a 169-city coalition known as the Steering Committee of Cities Served by Oncor ("Steering Committee"). The Steering Committee has been in existence since the late 1980s. It took on a formal structure in the early 1990s when cities served by the former TXU gave up their statutory right to rate case expense reimbursement in exchange for higher franchise fee payments. Empowered by city resolutions and funded by per capita assessments, the Steering Committee has been the primary public interest advocate before the Public Utility Commission, the Courts, and the Legislature on electric utility regulation matters for the last 30 years.



AGENDA MEMORANDUM

Although Oncor has increased rates many times over the past few years, this is the first comprehensive base rate case for the Company since March 2017.

FINANCIAL IMPLICATIONS:

If the City fails to take action before the effective date, Oncor's rate request is deemed administratively approved.

RECOMMENDATION/ACTION DESIRED:

Staff recommends approval of the resolution suspending the June 17, 2022 effective date of the Company's rate increase or the maximum period permitted by law to allow the City of Watauga to work with the Steering Committee of Cities served by Oncor to evaluate the filing.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. 2022 Oncor RC Suspension Resolution

REVIEWED BY:

Joshua Jones, City Manager

David Berman, City Attorney

Joshua Jones, City Manager

Linda Proskey, City Secretary

Approved - 6/1/2022

Approved - 6/1/2022

Approved - 6/1/2022

Final Approval - 6/1/2022

Approved as to form for inclusion on Agenda

**CITY OF WATAUGA, TEXAS
RESOLUTION NO. _____**

**RESOLUTION OF THE CITY OF WATAUGA
SUSPENDING THE JUNE 17, 2022 EFFECTIVE DATE OF
ONCOR ELECTRIC DELIVERY COMPANY'S
REQUESTED RATE CHANGE TO PERMIT THE CITY
TIME TO STUDY THE REQUEST AND TO ESTABLISH
REASONABLE RATES; APPROVING COOPERATION
WITH THE STEERING COMMITTEE OF CITIES SERVED
BY ONCOR TO HIRE LEGAL AND CONSULTING
SERVICES AND TO NEGOTIATE WITH THE COMPANY
AND DIRECT ANY NECESSARY LITIGATION AND
APPEALS; FINDING THAT THE MEETING AT WHICH
THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC
AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS
RESOLUTION TO THE COMPANY AND LEGAL
COUNSEL FOR THE STEERING COMMITTEE**

WHEREAS, on or about May 13, 2022, Oncor Electric Delivery Company (Oncor), pursuant to PURA §§ 33.001 and 36.001 filed with the City of Watauga a Statement of Intent to increase electric transmission and distribution rates in all municipalities exercising original jurisdiction within its service area effective June 17, 2022; and

WHEREAS, the City of Watauga is a member of the Steering Committee of Cities Served by Oncor ("Steering Committee") and will cooperate with the 169 similarly situated city members and other city participants in conducting a review of the Company's application and to hire and direct legal counsel and consultants and to prepare a common response and to negotiate with the Company prior to getting reasonable rates and direct any necessary litigation; and

WHEREAS, PURA § 36.108 grants local regulatory authorities the right to suspend the effective date of proposed rate changes for ninety (90) days after the date the rate change would otherwise be effective; and

WHEREAS, PURA § 33.023 provides that costs incurred by Cities in ratemaking proceedings are to be reimbursed by the regulated utility.

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS:

1. That the June 17, 2022 effective date of the rate request submitted by Oncor on or about May 13, 2022, be suspended for the maximum period allowed by law to permit adequate time to review the proposed changes and to establish reasonable rates.

2. As indicated in the City's resolution approving membership in the Steering Committee, the Executive Committee of Steering Committee is authorized to hire and direct legal counsel and consultants, negotiate with the Company, make recommendations regarding reasonable rates, and to intervene and direct any necessary administrative proceedings or court litigation associated with an appeal of a rate ordinance and the rate case filed with the City or Public Utility Commission.

3. That the City's reasonable rate case expenses shall be reimbursed by Oncor.

4. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

5. A copy of this Resolution shall be sent to Oncor, Care of Howard V. Fisher, Oncor Electric Delivery Company LLC, 1616 Woodall Rodgers Freeway, Dallas, Texas 75202 and to Thomas Brocato, Counsel to the Steering Committee, at Lloyd Gosselink Rochelle & Townsend, P.C., P.O. Box 1725, Austin, Texas 78767-1725.

PASSED AND APPROVED this the 13th day of June, 2022.

APPROVED:

ARTHUR L. MINER, MAYOR

ATTEST:

LINDA PROSKEY, CITY SECRETARY

APPROVED AS TO FORM AND LEGALITY:

DAVID BERMAN, CITY ATTORNEY



AGENDA MEMORANDUM

DATE: June 3, 2022
TO: Honorable City Council Members
FROM: Shawn Fannan, Fire Chief
THROUGH: Joshua Jones, City Manager
SUBJECT: Consideration of an ordinance adopting the 2021 International Fire Code with local amendments

BACKGROUND/INFORMATION:

The International Fire Code is updated every three years. The City of Watauga is currently under the 2018 International Fire Code, which was adopted February 06, 2019.

Internationally, code officials recognize the need for a modern, up to date fire code addressing conditions hazardous to life and property from fire, explosion, handling or use of hazardous materials and the use and occupancy of buildings and premises. The International Fire Code is designed to meet these needs through model code regulations that safeguard the public health and safety in all communities, large and small.

FINANCIAL IMPLICATIONS:

N/A

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the Council review and take action on the item presented.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Watauga 2021 IFC Admendments
2. Watauga Ordinance Adopting International Fire Code 2021 Edition

REVIEWED BY:

Shawn Fannan, Fire Chief
David Berman, City Attorney
Joshua Jones, City Manager
Linda Proskey, City Secretary

Approved - 6/3/2022
Approved - 6/9/2022
Approved - 6/10/2022
Final Approval - 6/10/2022

Approved as to form for inclusion on Agenda



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City of Watauga Amendments to the 2021 International Fire Code

The following sections of the 2021 Edition of the International Fire Code including Appendices A, B, C, D, E, F, G, H, I, J, K, L, N and the provisions of which shall be controlling within the limits of the City of Watauga, are hereby amended for the purpose of consistency with specific past practices and the recommendations of the North Central Texas Council of Governments Fire Advisory Board.

General Terms

1. Code official or fire code official. The fire chief or designee, Fire Marshal or designee, or member of the fire department, charged with the duties of administration and enforcement of this code, or a duly authorized representative.
2. Jurisdiction. All references to "jurisdiction" shall mean the City of Watauga, Tarrant County, Texas.
3. Chief. All references to "Chief of the Bureau of Fire Prevention" shall be replaced with Fire Marshal.
4. Fire Marshal. All references to "Fire Marshal" shall include the Fire Marshal's designee.

Section 101.1 shall be amended to read as follows:

101.1 Title. These regulations shall be known as the fire code of the City of Watauga, hereinafter referred to as "this Code."

Section 102.1 shall be amended to read as follows:

102.1 Construction and design provisions is amended by changing 102.1 #3 and adding 102.1.1 to read as follows:

Section 102.1 #3 Existing structures, facilities, and conditions when required in Chapter 11 or in specific sections of this code.

Section 102.1.1 Reconstruction and Remodel. An existing building, structure, or a tenant space that has changed ownership, use or occupancy classification, is being altered or remodeled, or adding any square additional square footage shall comply with currently adopted fire code as it relates to:

- (1) Panic hardware
- (2) Fire alarms
- (3) Fire sprinkler systems
- (4) Fire Service features (Sections 501 thru 510 of IFC)
- (5) Exit lights
- (6) Emergency lighting
- (7) Exits and exit ways



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Section 102.7 is deleted in its entirety and replaced with Section 102.7.3 below.

Section 102.7.2 shall be added to read as follows:

102.7.2 Provisions in referenced codes and standards. Where the extent of the reference to a referenced code or standard includes subject matter that is within the scope of this code and any adopted amendments, the provisions of this code and any adopted amendments, as applicable, shall take precedence over the provisions in the referenced code or standard.

Section 102.7.3 shall be added to read as follows:

102.7.3 The most currently published Editions of NFPA shall be the Referenced Codes adopted. Specific reference is made for the adoption of NFPA 3: Standard for Commissioning of Fire Protection Life Safety Systems and NFPA 17A including all associated appendices, specifically Appendix B and NFPA 96: Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations and Appendix B of NFPA 96. Any reference to NFPA 70 or the ICC Electrical Code shall mean the National Electrical Code, as adopted.

Section 104.12 shall be added to read as follows:

104.12 Governmental Immunity. The Fire Prevention Division is exercised by the City of Watauga of its governmental functions, for the protection of the public peace, health and safety; and neither the City nor agents and representatives of said City (or any individual, receiver, firm, partnership, corporation, association, trustee or any of the agents thereof, in good faith carrying out, complying with or attempting to comply with any order, rule or regulation promulgated pursuant to the provisions of this Ordinance) shall be liable for any damage sustained to persons or property as the result of said activity.

Section 105.1 amend to read as follows:

Section 105.1 Permits. Permits shall be required as set forth in Section 105.1.1 through Section 105.7.25 in their entirety and as required by this section. A permit shall be required for the installation, reconsideration, modification, moving or alteration of any life safety system including but not limited to fire sprinkler systems, fire alarm systems, fixed extinguishing systems, access control systems and carbon dioxide sensing and monitoring systems, hazardous materials, and cryogenic fluids. Work shall not begin on any system without first obtaining a permit.

Exemption: Emergency repairs, due to system malfunctions or discharging, may begin, providing a permit is obtained as soon as possible, but no later than the next business day.

Section 105.1.1; change to read as follows:

Section 105.1.1 The state licensed agent who intends install or modify systems and equipment that are regulated by this code, or to cause any such work to be performed, shall first make application to the fire code official and obtain the required permit.

Section 105.3.3; change to read as follows:

Section 105.3.3 Occupancy Prohibited before Approval. The building or structure shall not be



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occupied prior to the fire code official approving a permit application and conducting the associated inspections indicating the applicable provisions of this code have been met. Occupancy without approval may result in the fire code official placing a "DO NOT ENTER BY ORDER OF THE FIRE MARSHAL" notice on building/suite.

Section 105.5.12 Cutting and welding. Shall be amended as follows:

Section 105.5.12 Cutting and welding. An operational permit is required to conduct cutting and welding operations within the jurisdiction, this includes the use of Oxy-Acetylene cutting torches.

Section 105.5.32 shall be amended as follows:

105.5.32 Mobile food preparation vehicles. A permit is required for all mobile food vehicles and vendors.

Section 105.5.34 shall be amended as follows:

Section 105.5.34 Open Burning. Open Burning is prohibited in the City of Watauga. See Section 307.2 of this Code.

Section 105.6.25; add to read as follows:

105.6.25 Electronic access control systems. Construction permits are required to install or modify an electronic access control system, as specified in Chapter 10. A separate construction permit is required to install or modify a fire alarm system that may be connected to the access control system. Maintenance performed in accordance with this code is not considered a modification and does not require a permit.

Section 105.6.26 shall be added to read as follows:

105.6.26 Model Rocketry. An operational permit is required for the demonstration and use of model rockets, in accordance with NFPA 1122.

Section 105.6.27 Fire Fighter Air Replenishment System. shall be added to read as follows:

105.6.27 Fire Fighter Air Replenishment System An operational permit is required to maintain a FARS.

Section 105.7 is hereby amended by adding section 105.7.26 to read as follows:

105.7.26 Fire Fighter Air Replenishment System. A construction permit is required for installation of or modification to a FARS. The construction permit application shall include documentation of an acceptance and testing plan as specified in Section L105.

Section 107.3 shall be amended to read as follows:

107.3 Permit valuations. The applicant for a permit shall provide a copy of the signed contract for their scope of work at the time of application. Permit valuations shall include the total value of work, including materials and labor for which the permit is being issued.



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Section 107.4 shall be amended as follows:

107.4 Work commencing before permit issuance. Any person, firm, partnership, corporation, association, or other entity who commences any work, activity or operation regulated by this code before obtaining the necessary permits shall be fined a minimum of \$250.00 or double the permit fee, whichever is greater. Each day work continues shall constitute a separate and distinct violation.

Section 109.3 Recordkeeping. Add a third paragraph to read as follows:

All Fire and Life Safety test and inspection records shall be filed via Compliance Center at www.thecomplianceengine.com. Buildings with the following fire protection systems in place shall have test results recorded electronically: Fire Alarm, Fire Sprinkler, Fixed Suppression, Fire Pump, Fire Line Backflow, CO², and Elevators. Companies can register at the above link.

Section 112.3; change to read as follows:

Section 112.3 Notice of Violation; Where the fire code official finds a building, premises, vehicle, storage facility or outdoor area that is in violation of this code, the fire code official is authorized to prepare a written notice of violation describing the conditions deemed unsafe and, where compliance is not immediate, specifying a time for re-inspection. The fire code official is authorized to issue citations alleging violations of this code for prosecution in the Municipal Court. Notice under this section is not a prerequisite to prosecution of violations of this code.

Section 112.4 Violation penalties. Shall be amended to read as follows:

Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be a Class C misdemeanor, punishable by a fine of not less than \$1.00 and not more than \$1,000. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

Section 112.4.2 shall be added to read as follows:

112.4.2 Citations. It is the intent of this division to achieve compliance by the traditional means of inspection, notification, granting of reasonable time to comply and re-inspection. After all reasonable means to gain compliance have failed, or when a condition exists that causes an immediate and/or extreme threat to life, property or safety from fire or explosion, the Fire Chief or his designee, who have the discretionary duty to enforce a code or ordinance may issue a notice to appear (citation) for the violation. Citations shall be issued only by qualified personnel as designated by the Fire Chief.

Notwithstanding any other provision of this code or of the International Fire Code, a citation may be issued without prior notice and the opportunity to correct the condition or violation if the violation is determined to be an immediate threat to life safety.



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Section 112.4.3 shall be added to read as follows:

112.4.3 Compliance with codes. Any person or entity that violates, disobeys, omits, neglects, or refuses to comply with, or who resists the enforcement of the provisions of this, or other codes as referenced in this ordinance, shall be guilty of a misdemeanor and subject to the penalties as set forth in the Code of Ordinances of the City. In addition to these penalties the fire code official or his or her designee is authorized to close any business or shut down any operation when any hazard or condition exists therein that poses a serious and imminent threat to life or property. Any reasonable method may be used to affect closure, including, but not limited to, disconnection of utilities and padlocking of any doors. Any person in control of or occupying any premises ordered closed, or performing or overseeing any operation ordered discontinued, who refuses an order to leave, or to discontinue is guilty of a misdemeanor and subject to the penalties described herein.

Section 113.4 shall be amended to read as follows:

113.4 Failure to comply. Any person, firm, or corporation who shall continue any work after having been served with a stop work order, except such work as that person, firm, or corporation is directed to perform to remove a violation or unsafe condition, or entry to the building after notice is posted, shall be fined not less than Five Hundred Dollars (\$500.00) or more than Two Thousand Dollars (\$2,000.00).

Section 202 DEFINITIONS. Shall be amended by adding new definitions to the existing list of definitions in Section 202 of the 2021 International Fire Code, to read as follows:

ADDRESSABLE FIRE DETECTION SYSTEM. Any system capable of providing identification of each individual alarm-initiating device. The identification shall be in plain English and as descriptive as possible to specifically identify the location of the device in alarm. The system shall have the capability of alarm verification.

ANALOG INTELLIGENT ADDRESSABLE FIRE DETECTION SYSTEM. Any system capable of calculating a change in value by directly measurable quantities (voltage, resistance, etc.) at the sensing point. The physical analog may be conducted at the sensing point or at the main control panel. The system shall be capable of compensating for long-term changes in sensor response while maintaining a constant sensitivity. The compensation shall have a preset point at which a detector maintenance signal shall be transmitted to the control panel. The sensor shall remain capable of detecting and transmitting an alarm while in maintenance alert.

AMBULATORY CARE FACILITY.. Buildings or portions thereof used to provide medical, surgical, psychiatric, nursing, or similar care on a less than 24-hour basis to persons who are rendered incapable of self-preservation by the services provided or staff has accepted responsibility for care recipients already incapable. This group may include but not be limited to the following:

- Dialysis centers
- Procedures involving sedation
- Sedation dentistry



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- Surgery centers
- Colonic centers
- Psychiatric centers

ATRIUM. An opening connecting three or more stories... {Remaining text unchanged}

CHANGE OF OCCUPANCY. Any of the following shall be considered a change of occupancy where this code requires a greater degree of safety, accessibility, structural strength, fire protection, means of egress, ventilation or sanitation than is existing in the current building or structure:

1. Any change in the occupancy classification of a building or structure.
2. Any change in the purpose of, or a change in the level of activity within, a building or structure.
3. Any change of ownership of a business, building or structure.

DEFEND IN PLACE. A method of emergency response that engages building components and trained staff to provide occupant safety during an emergency. Emergency response involves remaining in place, relocating within the building, or both, without evacuating the building.

ELECTRICAL CODE. Electrical Code shall mean NFPA 70, the National Electrical Code, as adopted by this jurisdiction. For the purpose of this code, all references to NFPA 70 and/or the ICC Electrical Code shall be assumed to mean the Electrical Code as defined herein.

EMERGENCY ACCESS EASEMENT. An access road or fire lane located on private property dedicated by the owner(s) of the property to provide fire apparatus access.

FIRE ALARM SYSTEM. A system or portion of a combination system consisting of components and circuits arranged to monitor and annunciate the status of a fire alarm or supervisory signal-initiating devices and to initiate the appropriate response to those signals. A fire alarm system shall include but is not limited to the following:

- Manual pull stations at all required exits
- Automatic Smoke/Heat Detectors as required by this code or other amendments
- Occupant notification throughout the entire building
- Systems installed to monitor a fire sprinkler system shall also be considered a Fire Alarm System

FIRE AREA. The aggregate floor area enclosed and bounded by firewalls, fire barriers, exterior walls or horizontal assemblies of a building. Areas of the building not provided with surrounding walls shall be included in the fire area if such areas are included within the horizontal projection of the roof or floor above. For purposes of determining automatic sprinkler systems required by Section 903, a fire area shall be determined by the aggregate floor area enclosed and bounded by the exterior walls of a building and/or the horizontal projection of the roof.



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FIRE WATCH. A temporary measure intended to ensure continuous and systematic surveillance of a building or portion thereof by one or more qualified individuals or Fire Department standby personnel when required by the fire code official, for the purposes of identifying and controlling fire hazards, detecting early signs of unwanted fire, raising an alarm of fire, and notifying the fire department. The owner or owner's representative shall hire a Texas Certified Firefighters or Police Officers approved by the Fire Code official, to monitor for fire conditions and have the means necessary for contacting 911 immediately when required by the 2021 IFC Sections 403.11.1, 901.7, 3107.17, 3305.5, 3305.5.1, 3305.5.2, 3305.5.3, and 3504.2.2.

FIREWORKS. Any composition or device for the purpose of producing a visible or an audible effect for entertainment purposes by combustion, deflagration, detonation, and/or activated by ignition with a match or other heat producing device that meets the definition of 1.4G fireworks or 1.3G fireworks as set forth herein. *{Remainder of text unchanged}* ...

HIGH-PILED COMBUSTIBLE STORAGE: add a second paragraph to read as follows:

Any building classified as a group S Occupancy or Speculative Building exceeding 6,000 sq. ft. that has a clear height in excess of 14 feet, making it possible to be used for storage in excess of 12 feet, shall be considered high-piled storage. When a specific product cannot be identified, a fire protection system and life safety features shall be installed as for Class IV commodities, to the maximum pile height of 12 feet.

HIGH-RISE BUILDING. A building with an occupied floor located more than 55 feet (16,764 mm) above the lowest level of fire department vehicle access.

REPAIR GARAGE. A building, structure or portion thereof used for servicing or repairing motor vehicles. This occupancy shall also include garages involved in minor repair, modification, and servicing of motor vehicles for items such as lube changes, inspections, windshield repair or replacement, shocks, minor part replacement, and other such minor repairs.

SERVICE STORAGE FACILITY. Real property designed and used for the purpose of renting or leasing individual storage spaces to customers for the purpose of storing and removing personal property on a self-service basis.

STANDBY PERSONNEL. Qualified fire service personnel, approved by the Fire Chief. When utilized, the number required shall be as directed by the Fire Chief. Charges for utilization shall be as normally calculated by the jurisdiction.

UPGRADED OR REPLACED FIRE ALARM SYSTEM. A fire alarm system that is upgraded or replaced includes, but is not limited to the following:

- Replacing one single board or fire alarm control unit component with a newer model
- Installing a new fire alarm control unit in addition to or in place of an existing one
- Conversion from a horn system to an emergency voice/alarm communication system



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- Conversion from a conventional system to one that utilizes addressable or analog devices

The following are not considered an upgrade or replacement:

- Firmware updates
- Software updates

Section 307.1 General shall be amended to read as follows:

307.1. All open burning, including land clearing operations, prescribed burns and burning of domestic waste is prohibited.

***Section 307.4, 307.4.1, 307.4.2 of the 2021 International Fire Code are to be removed.
Language to Add: (No Open Burning is allowed)***

Section 307.4.3 is to be amended to read as follows

- Portable outdoor Fireplaces & Permanently installed outdoor firepits for recreational fire purposes are allowable but shall not be installed within 15 feet of a structure or combustible material.
- Permanently installed fire pits shall be constructed in a manner consistent with good engineering and construction practices as well as conforming to the International Building Code.
- All fire pits shall not be located within 10 feet of adjoining property lines, 15 feet from residence and 15 feet from other combustible materials.
- The maximum diameter of a fire pit is 3 feet, and the fire pit will be required to have a screened cover with holes no smaller than one half inch to prevent the spread of embers.
- Fire must be always monitored. Fire pit may not be used in high wind conditions defined as over 15 miles per hour or during a prescribed County wide Burn Ban.
- Any fire determined to be a danger or nuisance to neighbors must be extinguished.
- Fuel for the fire pit can only be wood pieces, chips, or limbs that do not hang outside the fire pit. Burning of trash, paper, construction debris is prohibited.

Exception: Commercially made gas fuel fire pits may be installed closer than 15 feet from a residence when approved by the fire code official.

Section 308.1.4 shall be amended to read as follows:

Section 308.1.4 Open-flame cooking devices. Open-flame cooking devices, charcoal grills and other similar devices used for cooking shall not be located or used on combustible balconies, decks, or within 10 feet (3048 mm) of any combustible construction.



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Exceptions:

1. One- and two-family dwellings, except that LP-gas containers are limited to a water capacity no greater than 50 pounds (22.68 kg) [nominal 20-pound (9.08 kg) LP-gas capacity] with an aggregate LP-gas capacity not to exceed 100 pounds (5 containers). All LP-gas containers shall be stored outside, per Chapter 61.
2. Where buildings, balconies and decks are protected by an approved automatic sprinkler system, except that LP-gas containers are limited to a water capacity no greater than 50 pounds (22.68 kg) [nominal 20-pound (9.08 kg) LP-gas capacity] with an aggregate LP-gas capacity not to exceed 40 pounds (2 containers). All LP- gas containers shall be stored outside, per Chapter 61.
3. LP-gas cooking devices having LP-gas containers with water capacity not greater than 2-½ pounds [nominal 1-pound (0.454 kg) LP-gas capacity].

Section 308.1.6.2, Exception 3 shall be amended to read as follows:

3. Torches or flame-producing devices in accordance with Section 308.1.3.

Section 308.1.6.3 Sky Lanterns. shall be amended to read as follows.

- A person shall not release or cause to be released an unmanned free-floating device containing an open flame or other heat source, such as, but not limited to a sky lantern.

Section 308 Open Flames is amended by adding Section 308.5 and subsections to read as follows:

Section 308.5 Open Flame Cooking The use of open Flame cooking devices shall be as follows:

Section 308.5.1. Multifamily structure.

It shall be a violation of this code for any person to use, allow or permit the use of a fixed or portable grill or cooking device that uses an open flame or electrical heating element within ten (10) feet of any multi-family structure, under any covered portion of a multi-family structure, under any covered parking structure or portion thereof.

Section 308.5.2 Sign.

It shall be a violation of this code for any person to own or manage any multi- family structure without installing and maintaining on each balcony, patio, landing or similar structure of each dwelling unit an approved sign readily visible to the occupants that prohibits the use of any grill, hibachi, smoker, electrical heating element, or similar apparatus within ten (10) feet of all apartment structures. Signs shall be at least thirty (30) square inches with the word "PROHIBITED" in one (1) inch letter, and the remaining message in at least one- fourth (1/4) inch letter, red on white, and provide the following warning:

-PROHIBITED- THE USE OF ANY GRILL, HIBACHI, OR SMOKER IN OR WITHIN TEN FEET OF ALL APARTMENT STRUCTURES, PATIOS AND CARPORTS. WATAUGA FIRE CODE - FINE UP TO \$2000.00



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Section 311.2.2 Fire Protection shall be amended as follows

- **Remove All Exceptions**

Section 311.5; change to read as follows:

Section 311.5 Placards. The fire code official is authorized to require marking of any vacant or abandoned buildings or structures determined to be unsafe pursuant to Section 110 of this code relating to structural or interior hazards, as required by Section 311.5.1 through 311.5.5.

Section 319 Mobile Food Preparation Vehicles

Section 319.1; change to read as follows:

Section 319.1 General. All mobile food vehicles shall comply with this section.

Section 403.5; change Section 403.5 to read as follows:

Section 403.5 Group E Occupancies. An approved fire safety and evacuation plan in accordance with Section 404 shall be prepared and maintained for Group E occupancies and for buildings containing both a Group E occupancy and an atrium. A diagram depicting two evacuation routes shall be posted in a conspicuous location in each classroom. Group E occupancies shall also comply with Sections 403.4.1 through 403.4.3.

Section 404.2.2 Fire Safety Plans add number 4.10 to read as follows:

Section 4.10 Fire extinguishing system controls.

Section 405.5 Time; change to read as follows:

Section 405.5 Time. The fire code official may require an evacuation drill at any time. Drills shall be held at unexpected times and under varying conditions to simulate the unusual conditions that occur in case of fire.

Section 501.4 Timing of Installation; change to read as follows:

Section 501.4 Timing of Installation. Where fire apparatus access roads or a water supply for fire protection is required to be installed for any structure or development, they shall be installed, tested, and approved prior to the time of which construction has progressed beyond completion of the foundation of any structure and before vertical construction with combustible material has begun.

Exceptions:

1. {No change.}
2. {No change.}
3. Notification of teachers/staff having supervision of light- or sound-sensitive students/occupants, such as those on the autism spectrum, for the protection of those students/occupants, shall be allowed prior to conducting a drill.



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Section 503.1.1 Buildings and Facilities; shall be amended to add the following paragraph:
Except for one- or two-family dwellings, the path of measurement shall be along a minimum of a ten foot (10') wide unobstructed level pathway around the external walls of the structure.

Section 503.2.1 amend to read as follows:

503.2.1 Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 24 feet (7,315 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than sixteen (16) feet.

Section 503.2.2; change to read as follows:

Section 503.2.2 Authority. The fire code official shall have the authority to require an increase in the minimum access widths and vertical clearances where they are inadequate for fire or rescue operations.

Section 503.2.3; change Section 503.2.3 to read as follows:

503.2.3 Surface. Fire lanes shall be constructed of a concrete surface capable of supporting the imposed loads of a 2-axle, 85,000 lb. fire apparatus to provide all-weather driving capabilities. The design shall be based on the geotechnical investigation of the site but shall meet the stated minimums.

All fire lanes shall be maintained and kept in a good state of repair at all times by the owner and the City of Watauga shall not be responsible for the maintenance thereof. It shall further be the responsibility of the owner to insure that all fire lane markings required by Section 503.3 are maintained to ensure that they are easily distinguishable by the public.

Section 503.2.4 Turning radius shall be amended as follows:

503.2.4 Turning radius. The required turning radius of a fire apparatus access road shall be in accordance with this section.

- Any such fire lane shall either connect both ends to a dedicated public street or fire lane or be provided with an approved turnaround having a minimum outer radius of fifty- four feet (54') and an inside radius of thirty feet (30').
- Fire lane dimensions established by Appendix D, or other sections of this Code, shall be superseded by the criteria established by this section.

Section 503.2.7 shall be amended as follows:

503.2.7 Grade. The grade of the fire apparatus access road shall be within the limits established by the fire code official. In no case shall the grades along a fire apparatus access road exceed the following: Along the Fire Apparatus Access Road – 6% Cross Slope – 5%



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Exception. The code official shall have the authority to adjust the grade along the fire lane when necessary for fire or rescue operations or based upon the hazard being protected or general topography of the lot. In no case shall the grade exceed seven percent (7%). Written approval from the fire code official shall be required.

Section 503.2.8 shall be amended to read as follows:

503.2.8 Angles of approach and departure. The angles of approach and departure for a fire apparatus access road shall be within the limits established by the fire code official. In no case shall the grades exceed the following:

1. Maximum Angle of Approach – 5%
2. Maximum Angle of Departure – 5%

Exception. The code official shall have the authority to adjust the grade along the fire lane when necessary for fire or rescue operations or based upon the hazard being protected or general topography of the lot. Written approval from the fire code official shall be required.

Section 503.3 shall be amended to read as follows:

503.3 Marking. Striping, signs, or other markings, when approved by the fire code official, shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. Striping, signs and other markings shall be maintained in a clean and legible condition at all times and shall be replaced or repaired when necessary to provide adequate visibility. Speed-reducing devices that are installed across Fire Department access roads and fire lanes shall be installed and maintained in accordance with the provisions of these rules and regulations. The speed-reducing devices shall be the speed cushion type.

1. **Striping** – painted lines of red traffic paint shall continuously mark Fire apparatus access roads six inches (6") in width to show the boundaries of the lane. The words "NO PARKING FIRE LANE- TOW AWAY" or "FIRE LANE NO PARKING – TOW AWAY" shall appear in four inch (4") white letters at 25 foot (25') intervals on the red border markings along both sides of the fire lanes. Where a curb is available, the striping shall be on both the horizontal and vertical faces of the curb. The red paint shall meet the Texas Department of Highway and Public Transportation, (TXDOT), specification number TTP-115, chlorinated rubber paint or approved equal.



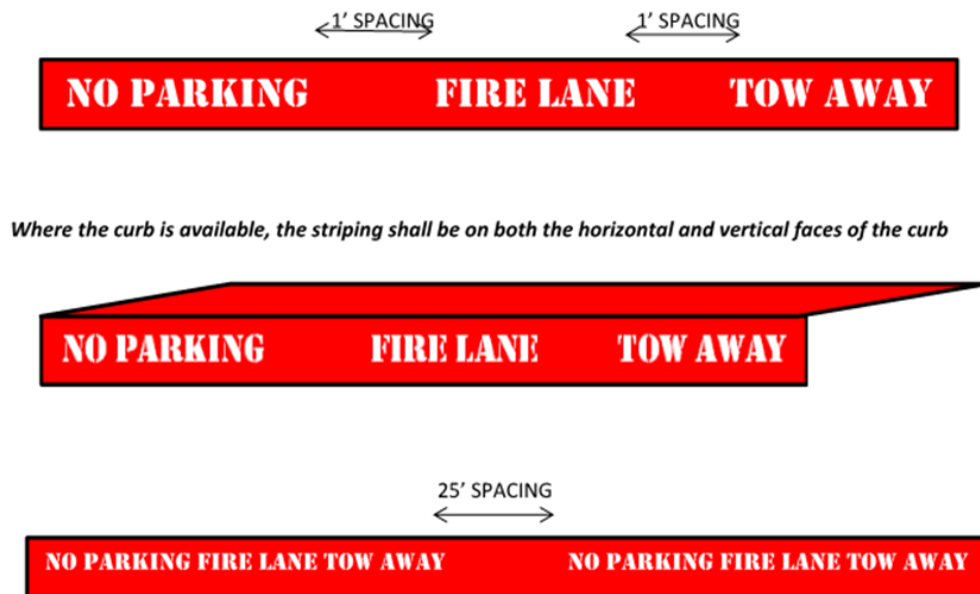
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2. **Signs** – Signs shall read, “NO PARKING FIRE LANE – TOW AWAY” or “FIRE LANE NO PARKING TOW AWAY” and shall be twelve inches (12”) wide and eighteen inches (18”) high. Signs shall be painted on a white background with letters and borders in red, using not less than two-inch (2”) lettering. Signs shall be permanently affixed to a stationary post and the bottom of the sign shall be six feet, six inches (6’ 6”) above finished grade. Signs shall be spaced not more than fifty feet (50’) apart. Signs may be installed on permanent buildings or walls or as approved by the Fire Code
- Official.



Section 503.4 shall be amended to read as follows:

503.4 Obstruction of fire apparatus access roads. Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Section 503.2.1 through 503.2.8 and any area marked, as a fire lane as described in Section 503.3 shall be maintained clear of obstructions at all times. Unattended vehicles or other obstructions in the fire lane may be removed or towed at the expense of the registered owner.

Section 503.4.1 Traffic Calming Devices. shall be amended as follows:



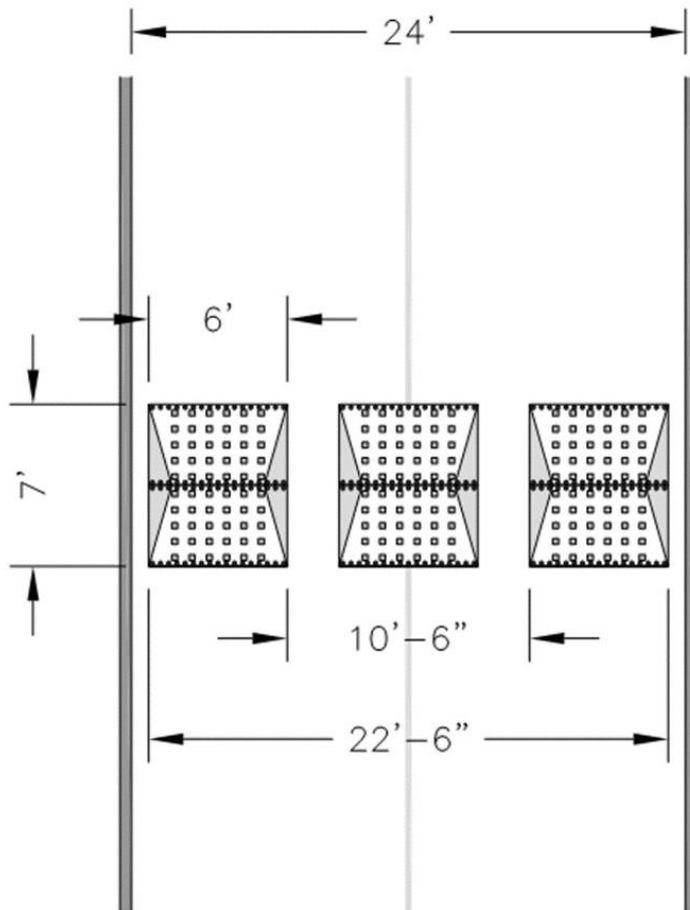
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Section 503.4.1 Speed Cushions across fire apparatus access roads shall meet the design requirements specified in the Watauga Unified Development Code as noted below:



1. Dimensions 3"x6"x7"
2. Entrance and Exit Gradient: 1:15
3. Side Gradient: 1:3
4. Material: Compression molded 100% recycled natural rubber and polyurethane.
5. Advance Notification: Some advance notification of the speed-reducing devices required.
6. Spacing: Minimum spacing of 200 feet between speed cushions.



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Section 503.6 shall be amended to read as follows:

503.6. Security Gates. When mechanically operated gates or barriers are provided, or required across a fire apparatus access road or street, an approved emergency vehicle traffic preemption device shall be provided that is compatible with the fire department's apparatus. The Fire Marshal shall approve the installation of security gates across a fire apparatus access road. Where security gates are installed, they shall have an approved means of emergency operation. The security gates and the emergency operation shall be maintained operational at all times. Electric gate operators, where provided, shall be listed in accordance with UL 325. Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F 2200. Permits are required for the installation of gates and gate control systems.

Section 503.6.1.1 and subsections shall be added to read as follows:

503.6.1.1 Distance from street, sidewalk, roadway or right-of-way. Gates shall be located on private property a minimum of 30 feet from the property line being crossed by the drive or 50 feet from the nearest edge of roadway, whichever is greater.

Provisions shall be made to allow for egress from the property and 100' for stacking of vehicles at the entry, and an area for turnaround with a clear space of thirty feet (30').

Section 503.6.1.2 Electronic operation. All access gates shall be electrically operated. A secondary/emergency power source must be available and brought online automatically upon loss of primary power to the access gates. The secondary/emergency power source shall automatically open the gates. A manual disconnect is required in the event of complete power failure. The manual disconnect shall be placed in a weather tight box, with a piano-type hinge on one side and a Knox Box PL-1 padlock and hasp on the other side.

Section 503.6.1.3 Open with key operated switch. The main gates shall open with the fire department Knox K.S. #2 key operated switch. The Knox key-operated switch shall be provided and installed by the owner. The key-operated switch shall be located 10 feet from the gate, on the left side of the approach, placed on a pedestal with the key switch facing the fire lane or road. The key switch shall be no closer than 4 feet 6 inches, or no farther than 5 feet 5 inches, from the ground. Secondary access gates do not required the KS2 Switch but do require optically controlled sensors for opening and a means of manual release in the event of system malfunction.

Section 503.6.1.4 Access codes. It shall be the owner's responsibility to program the security gate and provide the fire department with the access code and to maintain Watauga Fire-Rescue's accessibility through the assigned access code.



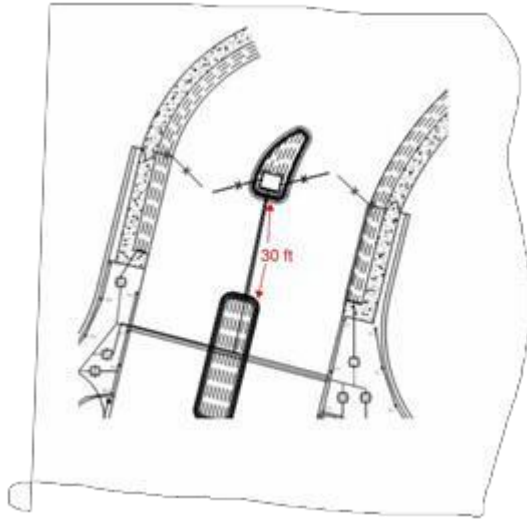
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Section 503.6.1.5 Medians. Where a security gate is installed with a median, the entry side of the gate shall have a minimum opening of 30 feet (measured back of curb to back of curb to accommodate vehicle turnaround.



Section 503.6.1.6 Optically controlled emergency entry devices. All electronic security gates, commercial properties and residential subdivisions, shall be equipped with an optically controlled emergency override device (Opticom or equivalent) that is compatible with the optical activation device installed on fire apparatus. The devices shall be placed in both directions of travel to provide for the opening of gates as the fire apparatus approaches and exits the property. Permits for installation are required, and the Fire Marshal shall test and approve the installation upon completion, to determine compliance.

Section 505.1; change to read as follows:

Section 505.1 Address Identification. New and existing buildings shall be provided with approved address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property.

1. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each building number and letter shall be not less than six (6) inches high with a minimum one (1) inch stroke width. Each suite number and letter shall be not less than four (4) inches high with a minimum one-half (1/2) inch stroke width. Where required by the fire code official, address numbers shall be provided in additional approved locations to facilitate emergency response.
2. Where access is by means of a private road, buildings do not immediately front a street, and/or cannot be viewed from the public way, a monument, pole or other sign with approved 6 inch (152.4 mm) height suite/apartment numerals of a color contrasting with the background of the building or other approved means shall be used to identify the structure. Numerals or addresses shall be posted on a minimum 20 inch (508 mm) by 30 inch (762 mm) background on border. Address shall be maintained.



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Exception:

R-3 Single Family occupancies shall have approved numerals of a minimum four (4) inches high with a minimum one-half (1/2) inch stroke width and a color contrasting with the background clearly visible and legible from the street fronting the property and rear alleyway where such alleyway exists.

Section 507.4; change to read as Follows:

Section 507.4 Water Supply Test Data and Information. The water supply test used for hydraulic calculation of fire protection systems shall be conducted in accordance with NFPA 291 "Recommended Practice for Fire Flow Testing and Marking of Hydrants" and within six-months of sprinkler plan submittal. Flow tests shall be scheduled through Public Works (SCADA). Water supply tests shall be conducted by the requesting party, all water valves will be operated by City of Watauga water department personnel. The flow test shall be conducted in the presence of City of Watauga Water Department personnel, the Flow Data Sheet shall be signed by Water Department staff member as a witness to the test. **Staff is not confirming the data acquired, only that the test was performed using City of Watauga fire hydrants.** A hard copy of the Flow Data Sheet shall accompany your plan submittal. The exact location of the static/residual hydrant and the flow hydrant shall be indicated on the design drawings. The report must indicate the dominant water tank level at the time of the test and the maximum and minimum operating levels of the tank, as well, or identify applicable water supply fluctuation. The licensed contractor must then design the fire protection system based on this fluctuation information, as per the applicable referenced NFPA standard. Reference Section 903.3.5 for additional design requirements. **Test data used for plan review submittal shall not be older than six (6) months from date of submittal.**

Section 507.5 Fire hydrant systems is amended and Sections added to read as follows:

Section 507.5 Fire hydrant systems. Fire hydrant systems shall comply with Section 507.5.1 through 507.5.7.

Section 507.5.1 Where required is amended by deleting the Section 507.5.1 Where required and replacing it with Section 507.5.1 and 507.5.1.2 Where required and subsections, to read as follows:

Section 507.5.1 Where required. When a portion of the facility or building hereafter constructed or moved into, or within the jurisdiction, is more than 400 feet from a hydrant on the fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the Fire Marshal.

Exception 1 and 2 are deleted.

Section 507.5.1.2 Location. The location of fire hydrants on private property or along fire access roads shall be approved by the Fire Marshal.



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Section 507.5.1.2 Fire department connections to read as follows:

Section 507.5.1.2 Fire department system connections. Fire hydrants shall be located within a 100 foot hose lay of the Fire Department Connection (FDC) along an approved route on the access road. Fire Department Connections when remotely located, shall have a 42" by 42" concrete pad below each connection.

Section 507.5.1.3 Requirements when not on public street. Fire hydrants not installed on a public street shall be looped to provide a water supply from 2 directions.

Section 507.5.4; change to read as follows:

507.5.4 Obstruction. Unobstructed access to fire hydrants shall be maintained at all times. Posts, fences, vehicles, growth, trash, storage, and other materials or objects shall not be placed or kept near hydrants, fire department inlet connections or protection systems control valves in a manner that would prevent such equipment or fire hydrants from being immediately discernable. The fire department shall not be deterred or hindered from gaining immediate access to fire protection equipment or fire hydrants.

Section 509.1.2; add new Section 509.1.2 to read as follows:

Section 509.1.2 Sign Requirements. Unless more stringent requirements apply, lettering for signs required by this section shall have a minimum height of 2 inches (50.8 mm) when located inside a building and 4 inches (101.6 mm) when located outside, or as approved by the fire code official. The letters shall be of a color that contrasts with the background.

Section 605.4 through 605.4.2.2 ; change to read as follows:

605.4 Fuel oil storage systems. Fuel oil storage systems shall be installed and maintained in accordance with this code. Tanks and fuel-oil piping systems shall be installed in accordance with Chapter 13 of the International Mechanical Code and Chapter 57.

605.4.1 Fuel oil storage in outside, aboveground tanks. In addition to the required Special Use Permit (SUP) where connected to a fuel-oil piping system, the maximum amount of fuel oil storage allowed outside above ground without additional protection shall be 660 gallons (2498 L). The storage of fuel oil above ground in quantities exceeding 660 gallons (2498 L) shall comply with NFPA 31 and Chapter 57.

605.4.1.1 Approval. Outdoor fuel oil storage tanks shall be in accordance with UL 142 or UL 2085, and also listed as double-wall/secondary containment tanks.

605.4.2 Fuel oil storage inside buildings. Fuel oil storage inside buildings shall comply with Sections 605.4.2.2 through 605.4.2.8 and Chapter 57.

605.4.2.1 Approval. Indoor fuel oil storage tanks shall be in accordance with UL 80, UL 142 or UL 2085.



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605.4.2.2 Quantity limits. One or more fuel oil storage tanks containing Class II or III combustible liquid shall be permitted in a building. The aggregate capacity of all tanks shall not exceed the following:

1. 660 gallons (2498 L) in unsprinklered buildings, where stored in a tank complying with UL 80, UL 142 or UL 2085, and also listed as a double-wall/secondary containment tank for Class II liquids.
2. 1,320 gallons (4996 L) in buildings equipped with an automatic sprinkler system in accordance with Section 903.3.1.1, where stored in a tank complying with UL 142 or UL 2085. The tank shall be listed as a secondary containment tank, and the secondary containment shall be monitored visually or automatically.
3. 3,000 gallons (11 356 L) in buildings equipped with an automatic sprinkler system in accordance with Section 903.3.1.1, where stored in protected aboveground tanks complying with UL 2085 and Section 5704.2.9.7. The tank shall be listed as a secondary containment tank, as required by UL 2085, and the secondary containment shall be monitored visually or automatically.

Section 807.5.5.2 and 807.5.5.3; change to read as follows:

807.5.5.2 Artwork in Corridors. Artwork and teaching materials shall be limited on the walls of corridors to not more than 20 percent of the wall area. Such materials shall not be continuous from floor to ceiling or wall to wall. Curtains, draperies, wall hangings and other decorative material suspended from the walls or ceilings shall meet the flame propagation performance criteria of NFPA 701 in accordance with Section 807 or be noncombustible.

Exception: Corridors protected by an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 shall be limited to 50 percent of the wall area.

807.5.5.3 Artwork in Classrooms. Artwork and teaching materials shall be limited on walls of classrooms to not more than 20 percent of the specific wall area to which they are attached. Curtains, draperies, wall hangings and other decorative material suspended from the walls or ceilings shall meet the flame propagation performance criteria of NFPA 701 in accordance with Section 807 or be noncombustible.

Exception: Classrooms protected by an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 shall be limited to 50 percent of the wall area.

Section 901 General is amended by changing Section 901.3 and 901.5 as shown in the International Fire Code to read as follows:

Section 901.3 Permit required. Permits shall be required as set forth in Section 105.6 and 105.7 and as required by this section. A permit shall be required for the installation, reconsideration, modification, moving or alteration of any life safety system including but not limited to fire sprinkler systems, fire alarm systems, fixed extinguishing systems, access control systems and carbon dioxide sensing and monitoring systems. Work shall not begin on any system without first obtaining a permit. Any person, firm, or corporation who that violates this requirement shall be liable for a



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fine that is two-times the cost of the Permit or Two-Hundred Fifty Dollars (\$250.00), whichever is greater.

Exemption: Emergency repairs, due to weather may begin without a permit, providing a permit is obtained as soon as possible, but no later than the next business day.

Section 901.3.2 Permit application. The permit application shall be submitted to the office of the Fire Marshal, through the City of Watauga Permitting Department and must have attached to the application detailed construction plans and a copy of the applicant's state license. The following shall be included with the plan submission: Fire department permit application, signed checklist, copy of executed contract for scope of work, state license, plan drawings, calculations, and spec sheets, in PDF format.

Section 901.3.3 Permit fee. The permit fee for the construction, repair, alteration, or relocation of a fixed system shall be in accordance with the fee schedule adopted by the City of Watauga.

Section 901.5 Installation acceptance testing. Fire detection and alarm systems, emergency alarm systems, gas detection systems, fire extinguishing systems, fire hydrant systems, fire standpipe systems, fire pump systems, private fire service mains, and all other fire protection systems, and appurtenances thereto, shall be subject to acceptance tests, as contained in the installation standards and as approved by the fire code official. The fire code official shall be notified before any required acceptance testing. No system shall be approved until a complete inspection of materials and a functional test has been completed and witnessed by the Fire Marshal. The installer/technician must be present for all inspections and testing.

Section 901.6.1; add Section 901.6.1.1 to read as follows:

901.6.1.1 Standpipe Testing. Building owners/managers must maintain and test standpipe systems as per NFPA 25 requirements. The following additional requirements shall be applied to the testing that is required every 5 years:

The piping between the Fire Department Connection (FDC) and the standpipe shall be backflushed or inspected by approved camera when foreign material is present or when caps are missing, and also hydrostatically tested for all FDC's on any type of standpipe system. Hydrostatic testing shall also be conducted in accordance with NFPA 25 requirements for the different types of standpipe systems.

For any manual (dry or wet) standpipe system not having an automatic water supply capable of flowing water through the standpipe, the tester shall connect hose from a fire hydrant or portable pumping system (as approved by the fire code official) to each FDC, and flow water through the standpipe system to the roof outlet to verify that each inlet connection functions properly. Confirm that there are no open hose valves prior to introducing water into a dry standpipe. There is no required pressure criteria at the outlet. Verify that check valves function properly and that there are no closed control valves on the system.

1. Any pressure relief, reducing, or control valves shall be tested in accordance with the requirements of NFPA 25. All hose valves shall be exercised.



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2. If the FDC is not already provided with approved caps, the contractor shall install such caps for all FDC's as required by the fire code official.
3. Upon successful completion of standpipe test, place a blue tag, as required by the Texas Administrative Code, Fire Sprinkler Rules for Inspection, Test and Maintenance Service (ITM) Tag) at the bottom of each standpipe riser in the building. The tag shall be check-marked as "Fifth Year" for Type of ITM, and the note on the back of the tag shall read "5 Year Standpipe Test" at a minimum.
4. The procedures required by Texas Administrative Code Fire Sprinkler Rules with regard to Yellow Tags and Red Tags or any deficiencies noted during the testing, including the required notification of the local Authority Having Jurisdiction (fire code official) shall be followed.
5. Additionally, records of the testing shall be maintained by the owner and contractor, if applicable, as required by the State Rules mentioned above and NFPA 25.
6. Standpipe system tests where water will be flowed external to the building shall not be conducted during freezing conditions or during the day prior to expected nighttime freezing conditions.
7. Contact the fire code official for requests to remove existing fire hose from Class II and III standpipe systems where employees are not trained in the utilization of this firefighting equipment. All standpipe hose valves must remain in place and be provided with an approved cap and chain when approval is given to remove hose by the fire code official.
8. Locking Knox Caps are required on all standpipe connections in publicly accessible enclosed stairwells and courtyards.

Section 901.6.4; add Section 901.6.4 to read as follows:

901.6.4 False Alarms and Nuisance Alarms. False alarms and nuisance alarms shall not be given, signaled, transmitted or caused, or permitted to be given, signaled or transmitted in any manner. Fines for false and nuisance alarms are as follows:

For alarm users in non-residential and multi-family residential (three or more residential units):

1. The first three (3) false alarm calls within a twelve (12) month period are free of charge.
2. The fee for the fourth (4th) and fifth (5th) false alarm calls within a twelve (12) month period is \$150.00 per call.
3. The fee for the sixth (6th) and seventh (7th) false alarm calls within a twelve (12) month period is \$500.00 per call.
4. The fee for the eighth (8th) false alarm call and any false alarm call beyond the eighth (8th) within a twelve (12) month period is \$1,000.00 per call.

Section 901.7; shall be amended to read as follows:



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901.7 Systems out of service. Where a required fire protection system is out of service or in the event of an excessive number of activations, the fire department and the fire code official shall be notified immediately and, where required by the fire code official, the building shall either be evacuated, or an approved fire watch shall be provided for all occupants left unprotected by the shut down until the fire protection system has been returned to service. Fire Watch shall meet the requirements of 2021 IFC Section 3305.5.2 through 3305.5.4.

Add Sections 901.11 Certification, Section 901.12 Failure of system, and Section 901.13 Message alarms. To read as follows:

Section 901.11 Certification. A notarized certification indicating all work has been performed as permitted and that the work meets code requirements shall be submitted at final inspection.

Section 901.12 Failure of system. All fire alarm systems shall be designed and constructed so the failure, malfunction, or removal of any single device, or failure of the wiring to a device does not interfere with the operation of other devices in the system.

Section 901.13 Message alarms. Pre-recorded or voice message fire alarms shall not be approved unless accompanied by a fire alarm signal of audio-visual devices that meet the minimum standards of the Americans with Disabilities Act (ADA).

Section 903.1.1; change to read as follows:

903.1.1 Alternative Protection. Alternative automatic fire-extinguishing systems complying with Section 904 shall be permitted in addition to automatic sprinkler protection where recognized by the applicable standard or as approved by the fire code official.

Section 903 Automatic Sprinkler Systems is amended as follows:

903.1.3 No CPVC Piping. No fire sprinkler system shall be installed using CPVC piping.

Exception: CPVC is allowed in private residences and townhomes.

Section 903.2; add paragraph to read as follows:

Automatic Sprinklers shall not be installed in elevator machine rooms, elevator machine spaces, and elevator hoistways, other than pits where such sprinklers would not necessitate shunt trip requirements under any circumstances. Storage shall not be allowed within the elevator machine room. Signage shall be provided at the entry doors to the elevator machine room indicating "ELEVATOR MACHINERY – NO STORAGE ALLOWED."



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Section 903.2; add paragraph to read as follows and delete the exception for telecommunications buildings:

Automatic Sprinklers shall not be installed in elevator machine rooms, elevator machine spaces, and elevator hoistways, other than pits where such sprinklers would not necessitate shunt trip requirements under any circumstances. Storage shall not be allowed within the elevator machine room. Signage shall be provided at the entry doors to the elevator machine room indicating "ELEVATOR MACHINERY – NO STORAGE ALLOWED."

Section 903.2.9.2 Bulk storage of tires, Section is amended by deleting that section and replacing it with a new Section 903.2.9.2, to read as follows:

Section 903.2.9.2 Bulk storage of tires. Buildings and structures where the area for the storage of tires exceeds 10,000 cubic feet shall be equipped throughout with an automatic fire sprinkler system meeting the requirements of NFPA Standard 13.

Section 903.2.9; delete exception to 903.2.9.4 and add Section 903.2.9.5 to read as follows:

903.2.9.5 Self-Service Storage Facility. An automatic sprinkler system shall be installed throughout all self-service storage facilities.

Section 903.2.11; change 903.2.11.3 and add 903.2.11.7, 903.2.11.8, and 903.2.11.9 as follows:

903.2.11.3 Buildings 35 feet or more in height. An automatic sprinkler system shall be installed throughout buildings that have one or more stories with an occupant load of 30 or more, other than penthouses in compliance with Section 1511 of the International Building Code, located 55 feet (16 764 mm) or more above the lowest level of fire department vehicle access, measured to the finished floor.

Delete Exception. Occupancies in Group F-2.

903.2.11.7 High-Piled Combustible Storage. For any building with a clear height exceeding 12 feet (4572 mm), see Chapter 32 to determine if those provisions apply.

903.2.11.8 Spray Booths and Rooms. New and existing spray booths and spraying rooms shall be protected by an approved automatic fire-extinguishing system.

903.2.11.9 Structures 6,000 sq. ft. or greater. An automatic sprinkler system shall be installed throughout all structures with a building area 6,000 sq. ft. or greater and in all existing buildings, structures, or tenant spaces that are enlarged to 6,000 sq. ft. or greater. For the purpose of this provision, firewalls shall not define separate buildings.

Exception: Open parking garages in compliance with Section 406.5 of the International Building Code.



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Section 903.3.1.1.1; change to read as follows:

903.3.1.1.1 Exempt Locations. When approved by the fire code official, automatic sprinklers shall not be required in the following rooms or areas where such {text unchanged}... because it is damp, of fire-resistance-rated construction or contains electrical equipment.

1. Any room where the application of water, or flame and water, constitutes a serious life or fire hazard.
2. Any room or space where sprinklers are considered undesirable because of the nature of the contents, when approved by the code official.
3. Generator and transformer rooms, under the direct control of a public utility, separated from the remainder of the building by walls and floor/ceiling or roof/ceiling assemblies having a fire-resistance rating of not less than 2 hours.
4. {Delete}
5. Elevator machine rooms, machinery spaces, and hoistways, other than pits where such sprinklers would not necessitate shunt trip requirements under any circumstances.
6. {Delete}

Section 903.3.1.2.2; change to read as follows:

903.3.1.2.2 Corridors and balconies in the means of egress. Sprinkler protection shall be provided in all corridors and for all balconies. {Delete the rest of this section.}

Section 903.3.1.2.3; delete section and replace as follows:

Section 903.3.1.2.3 Attached Garages and attics. Sprinkler protection is required in attached garages, and the following attic spaces:

1. Attics that are used, or intended for living purposes, or storage shall be protected by an automatic sprinkler system.
2. Where fuel-fired equipment is installed in an unsprinklered attic, not fewer than one quick-response intermediate temperature sprinkler shall be installed above the equipment.
3. Attic spaces of buildings that are two, or more, stories in height above grade plane, or above the lowest level of fire department vehicle access.
4. Group R-4, Condition 2 occupancy attics not required by item 1 or 3 to have sprinklers, shall comply with one of the following:
 - 4.1 Provide automatic sprinkler system protection
 - 4.2 Provide a heat detection system throughout the attic that is arranged to activate the building fire alarm system.
 - 4.3 Construct the attic using non-combustible materials.
 - 4.4 Construct the attic using fire-retardant-treated wood, complying with Section 2303.2 of the International Building Code.
 - 4.5 Fill the attic with non-combustible insulation.



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Section 903.3.1.3 of the 2021 International Fire Code is amended to read as follows:

903.3.1.3 NFPA 13D Sprinkler Systems. *Automatic sprinkler systems* installed in one- and two-family *dwellings*; Group R-3; Group R-4, Condition 1; and *townhouses* shall be permitted to be installed throughout in accordance with NFPA 13D or in accordance with state law.

Add Section 903.3.1.3.1 to read as follows:

903.3.1.3.1 Residential sprinklers. Unless specifically allowed by this Code, residential sprinkler systems installed in accordance with NFPA 13D or NFPA 13R shall not be granted exemptions or reductions, commonly known as “trade-offs” permitted by other requirements of this Code. Additionally, residential sprinkler systems installed in accordance with NFPA 13R shall include attic protection. Water supply for residential fire sprinkler systems shall be provided by way of a separate tap and meter.

Section 903.3.1.3 NFPA 130 Sprinkler Systems; add exception to read as follows:

Exception: CPVC is allowed in private, single family residences and townhomes only.

Section 903.3.1.4 of the 2021 International Fire Code is amended to read as follows:

903.3.1.4 Freeze protection. Freeze protection systems for automatic fire sprinkler systems shall be in accordance with the requirements of the applicable referenced NFPA standard and this section.

903.3.1.4.1 Attics. Only dry pipe, preaction, or listed antifreeze automatic fire sprinkler systems shall be allowed to protect attic spaces.

Exception: Wet-pipe fire sprinkler systems shall be allowed to protect non-ventilated attic spaces where:

1. The attic sprinklers are supplied by a separate floor control valve assembly to allow ease of draining the attic system without impairing sprinklers throughout the rest of the building, and
2. Adequate heat shall be provided for freeze protection as per the applicable referenced NFPA standard, and
3. The attic space is a part of the building’s thermal, or heat, envelope, such that insulation is provided at the roof deck, rather than at the ceiling level.

903.3.1.4.2 Heat trace/insulation. Heat trace/insulation shall only be allowed where approved by the fire code official for small sections of large diameter water-filled pipe.



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Section 903.3.5 Water supplies. Shall be amended as follows:

Section 903.3.5 add a second paragraph to read as follows:

Backflow devices for fire suppression systems shall include an approved double check detector backflow prevention assembly (DCDA) or approved equivalent on all fire sprinkler systems using piping material that is not approved for potable water use, and/or that does not provide for periodic flow through during each twenty-four-hour period. A reduced pressure principal detector backflow prevention assembly (RPDA) must be installed, if any solution other than the potable water can be introduced into the sprinkler system. If the inspector determines a chemical loop system can be isolated by installing an RP assembly at the point of the chemical injection, this, in conjunction with the proper installation of the DCDA in accordance with this article, will be adequate protection. All fire line assemblies shall be tested by certified testers employed by a state approved fire line contractor. Backflow testing for fire suppression systems shall comply with this section and the standards referenced in Section 903.3.1. The potable water supply shall be protected against backflow in accordance with the requirements of this section and the International Plumbing Code. In addition, the section on Acceptance Testing reads as follows: 901.5 Fire Detection and alarm systems, fire-extinguishing systems, fire hydrant systems, fire standpipe systems, fire pump systems, private fire service mains and all other fire protection systems and appurtenances thereto shall be subject to acceptance tests as contained in the installation standards and as approved by the fire code official. The backflow device is an appurtenance and as such, Fire Prevention will not schedule a Hydro/Visual test until there is documentation of a "passing" backflow test.

Section 903.3.5; add a third paragraph to read as follows:

Water supply as required for such systems shall be provided in conformance with the supply requirements of the respective standards; however, every water- based fire protection system shall be designed with a 10 psi safety factor. Reference Section 507.4 for additional design requirements.

Section 903.3.7 Fire Department Connections. Is amended by deleting that section and adding the following section, to read as follows:

Section 903.3.7 Fire Department Connections. The location of Fire Department Connections shall be approved by the fire code official. Locking caps, of an approved style or vendor may be required by the fire code official. Locking caps shall be installed as replacements for lost or damaged caps when deemed necessary by the fire code official to address tampering problems at existing facilities.

Section 903.4; Amend Section 903.4 and add a second paragraph after the exceptions to read as follows:



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Section 903.4 Sprinkler system supervision and alarms. Valves controlling the water supply for automatic sprinkler systems, pumps, tanks, water levels and temperatures, critical air pressures and waterflow switches on all sprinkler systems, new and existing, shall be electrically supervised by a listed fire alarm control unit.

Add second paragraph after the exceptions to read as follows: Sprinkler and standpipe system water-flow detectors shall be provided for each floor tap to the sprinkler system and shall cause an alarm upon detection of water flow for more than 45 seconds. All control valves in the sprinkler and standpipe systems except for fire department hose connection valves shall be electrically supervised to initiate a supervisory signal at the central station upon tampering.

Section 903.4.2; add second paragraph to read as follows:

The alarm device required on the exterior of the building shall be a weatherproof horn/strobe notification appliance with a minimum 75 candela strobe rating, installed as close as practicable to the fire department connection.

Section 903.4; add a second paragraph after the exceptions to read as follows:

Sprinkler and standpipe system water-flow detectors shall be provided for each floor tap to the sprinkler system and shall cause an alarm upon detection of water flow for more than 45 seconds. All control valves in the sprinkler and standpipe systems except for fire department hose connection valves shall be electrically supervised to initiate a supervisory signal at the central station upon tampering.

Section 903.4.2; add second paragraph to read as follows:

The alarm device required on the exterior of the building shall be a weatherproof horn/strobe notification appliance with a minimum 75 candela strobe rating, installed as close as practicable to the fire department connection. Also required is a water-motor activated gong.

Section 903.7 shall be added to read as follows:

Section 903.7 Automatic Sprinkler System Room Access. Sprinkler system risers providing protection for multi-family and commercial buildings must be located in a ground floor room directly accessible from the exterior of the building. The door shall be labeled as "SPRINKLER RISER ROOM" or FACP/SPRINKLER RISER ROOM". The minimum size of the room shall be 36 sq. ft., with the minimum dimension being 6 ft. and once stacked shall be a minimum of eighteen inches (18") from the outside edge of the flange to the inside edge of the finished wall.

Section 903.8 Installation schedule is amended by adding 903.8 Installation schedule, to read as follows:



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Section 903.8 Installation schedule. Approved fire sprinkler systems shall be operational in a building under construction when:

1. The building is sufficiently constructed to the point that the exterior sheathing and roof have been installed; or
2. At the start of combustible interior construction; or
3. When there is an accumulation of combustible material within the building including, but not limited to, building supplies, rubbish, and furniture, or
4. When the building goes under conditioned atmosphere.

Section 905.2; change to read as follows:

905.2 Installation Standard. Standpipe systems shall be installed in accordance with this Section, Section 912 and NFPA 14. Manual dry standpipe systems shall be supervised with a minimum of 10 psig and a maximum of 40 psig air pressure with a high/low alarm.

Section 905.3; add Section 905.3.9 and exception to read as follows:

905.3.9 Buildings. In buildings exceeding 10,000 square feet in area per story or where any portion of the building's interior area is more than 200 feet (60960 mm) of travel, vertically and horizontally, from the nearest point of fire department vehicle access, Class I automatic wet or manual wet standpipes shall be provided.

Exceptions:

1. Automatic dry, semi-automatic dry, and manual dry standpipes are allowed as provided for in NFPA 14, where approved by the fire code official.
2. R-2 occupancies of four stories or less in height having no interior corridors.

Section 905.4, change Item 1, 3, and 5, and add Item 7 to read as follows:

1. In every required exit stairway, a hose connection shall be provided for each story above and below grade plane. Hose connections shall be located at every landing, on each story, unless otherwise approved by the fire code official.
2. {No change.}
3. In every exit passageway, at the entrance from the exit passageway to other areas of a building.

Exception: Where floor areas adjacent to an exit passageway are reachable from an exit stairway hose connection by a {remainder of text unchanged.}

4. {No change.}
5. Where the roof has a slope less than four units vertical in 12 units horizontal (33.3-percent slope), each standpipe shall be provided with a two-way hose connection located to serve the roof or at the highest landing of an exit stairway with stair access to the roof provided in accordance with Section 1011.12.
6. {No change.}
7. When required by this Chapter, standpipe connections shall be placed adjacent to all



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required exits to the structure and at two hundred feet (200') intervals along corridors thereafter, or as otherwise approved by the fire code official.

8. Locking standpipe caps are required for all standpipe connections.

Section 905.9; add a second paragraph after the exceptions to read as follows:

Sprinkler and standpipe system water-flow detectors shall be provided for each floor tap to the sprinkler system and shall cause an alarm upon detection of water flow for more than 45 seconds. All control valves in the sprinkler and standpipe systems except for fire department hose connection valves shall be electrically supervised to initiate a supervisory signal at the central station upon tampering.

Section 906.1(1); delete Exception 3 in its entirety.

Section 907.1; add Section 907.1.4 and 907.1.4.1 to read as follows:

907.1.4 Design Standards. All alarm systems new or replacement shall be addressable. Alarm systems serving more than 20 smoke detectors shall be analog addressable. A system employing a DACT shall employ one telephone landline as the primary communicator with a separate cellular dialer as the back-up. Where 100% copper phone lines are not available, cellular dialers may be employed as both the primary and secondary communicators when there are two separate providers. **Sole path communication is prohibited in the City of Watauga.**

Section 907.2; change, delete the second paragraph and replace with a paragraph to read as follows:

907.2 Where required in buildings and structures. An approved fire alarm system installed in accordance with the provisions of this code and NFPA 72 shall be provided in new buildings in accordance with Sections 907.2.1 through 907.2.23 and provide occupant notification in accordance with Section 907.5 unless other requirements are provided by another section of this code.

An approved fire alarm system shall be installed in existing buildings that are protected by a previously installed automatic sprinkler system in accordance with the currently published Edition of NFPA 72.

Section 907.2.1; change to read as follows delete exception:

907.2.1 Group A. A manual fire alarm system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group A occupancies having an occupant load 100 or more persons, or where the occupant load is more than 100 persons above or below the lowest level of exit discharge. Group A occupancies not separated from one another in accordance with Section 707.3.10 of the International Building Code shall be considered as a single occupancy for the purposes of applying this section. Portions of Group E occupancies occupied for assembly purposes shall be provided with a fire alarm system as required for the Group E occupancy.



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Delete Exception in its entirety.

Activation of fire alarm notification appliances shall:

1. Cause illumination of the means of egress with light of not less than 1 foot-candle (11 lux) at the walking surface level, and
2. Stop any conflicting or confusing sounds and visual distractions.

Section 907.2.3; change to read as follows:

Section 907.2.3; change to read as follows:

907.2.3 Group E. A manual fire alarm system that initiates the occupant notification signal utilizing an emergency voice/alarm communication system meeting the requirements of Section 907.5.2.2 and installed in accordance with Section 907.6 shall be installed in Group E educational occupancies. When automatic sprinkler systems or smoke detectors are installed, such systems or detectors shall be connected to the building fire alarm system. An approved smoke detection system shall be installed in Group E day care occupancies. Unless separated by a minimum of 100' open space, all buildings, whether portable buildings or the main building, will be considered one building for alarm occupant load consideration and interconnection of alarm systems.

Exceptions:

1. {No change.}
- 1.1 Residential In-Home day care with not more than 12 children may use interconnected single station detectors in all habitable rooms. (For care of more than five children 2 1/2 or less years of age, see Section 907.2.6.) {No change to remainder of exceptions.}

Section 907.2.10; change to read as follows:

907.2.10 Group S. A manual fire alarm system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group S public- and self- storage occupancies for interior corridors and interior common areas. Visible notification appliances are not required within storage units.

Exception: {No change.}

Section 907.2.12, Exception 3; change to read as follows:

3. Open air portions of buildings with an occupancy in Group A-5 in accordance with Section 303.1 of the International Building Code; however, this exception does not apply to accessory uses including but not limited to sky boxes, restaurants, and similarly enclosed areas.



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Section 907.2.24 is added to the 2021 International Fire Code to read as follows:

907.2.24 Manual Fire Alarm System. A manual fire alarm system that activates the occupant notification system in accordance with section 907.6 shall be installed in all buildings or individual occupancies having an occupant load of 100 or more persons or more than 50 persons above or below the lowest level of exit discharge.

Each individual occupancy must have at a minimum one automatic smoke detection device and one pull station installed on each level of the occupancy in addition to the one device required over the alarm panel or power supply, unless otherwise required by this code.

Section 907.2.25 is added to the 2021 International Fire Code to read as follows:

907.2.25 Occupancies requiring manual fire alarm systems. All occupancies equipped with any type of automatic fire extinguishing system as required by this code, or the International Building Code shall be required to have a commercial fire alarm system in accordance with section 907.6. Activation

Section 907.4.2; add Section 907.4.2.7 to read as follows:

907.4.2.7 Type. Manual alarm initiating devices shall be an approved double action type.

Section 907.6.1; add Section 907.6.1.1 to read as follows:

907.6.1.1 Wiring Installation. All fire alarm systems shall be installed in such a manner that a failure of any single initiating device or single open in an initiating circuit conductor will not interfere with the normal operation of other such devices. All signaling line circuits (SLC) shall be installed in such a way that a single open will not interfere with the operation of any addressable devices (Class A). Outgoing and return SLC conductors shall be installed in accordance with NFPA 72 requirements for Class A circuits and shall have a minimum of four (4) feet separation horizontal and one (1) foot vertical between supply and return circuit conductors. The initiating device circuit (IDC) from a signaling line circuit interface device shall be wired Class A, provided the distance from the interface device to the initiating device is ten feet or less. All wiring, SLC, IDC, NAC shall be wired Class A. Minimum fire alarm design shall include a manual pull station at each exit and notification devices throughout.

Section 907.6.3; delete all four Exceptions.

Section 907.6.6; – add sentence at end of paragraph to read as follows:

See 907.6.3 for the required information transmitted to the supervising station.

Section 910.2 of the 2021 International Fire Code is amended by changing Exceptions #2 and #3 to read as follows:

2. Only manual smoke and heat removal shall not be required in areas of buildings equipped with early suppression fast-response (ESFR) sprinklers. Automatic smoke and heat removal is prohibited.



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3. Only manual smoke and heat removal shall be required in areas of buildings equipped with control mode special application sprinklers with a response time index of 50(m*S)1/2 or less that are listed to control a fire in stored commodities with 12 or fewer sprinklers. Automatic smoke and heat removal is prohibited.

Section 910.2.3 of the 2021 International Fire Code is amended to read as follows:

910.2.3 Group H. Buildings and portions thereof used as a Group H occupancy as follows:

1. In occupancies classified as Group H-2 or H-3, any of which are more than 15,000 square feet (1394 m2) in single floor area.

Exception: Buildings of noncombustible construction containing only noncombustible materials.

2. In areas of buildings in Group H used for storing Class 2, 3, and 4 liquid and solid oxidizers, Class 1 and unclassified detonable organic peroxides, Class 3 and 4 unstable (reactive) materials, or Class 2 or 3 water-reactive materials as required for a high-hazard commodity classification.

Exception: Buildings of noncombustible construction containing only noncombustible materials.

Section 910.4.3.1; change to read as follows:

910.4.3.1 Makeup air. Makeup air openings shall be provided within 6 feet (1829 mm) of the floor level. Operation of makeup air openings shall be automatic. The minimum gross area of makeup air inlets shall be 8 square feet per 1,000 cubic feet per minute (0.74 m2 per 0.4719 m3/s) of smoke exhaust.

Section 912.2; add Section 912.2.3 to read as follows:

912.2.3 Hydrant Distance. An approved fire hydrant shall be located within 100 feet of the fire department connection as the fire hose lays along an unobstructed path as approved by the AHJ.

Section 913.2.1; add second paragraph and exception to read as follows:

When located on the ground level at an exterior wall, the fire pump room shall be provided with an exterior fire department access door that is not less than 3 ft. in width and 6 ft. 8 in. in height, regardless of any interior doors that are provided. A key box of an approved type or vendor shall be provided at this door, as required by Section 506.1.

Exception: When it is necessary to locate the fire pump room on other levels or not at an exterior wall, the corridor leading to the fire pump room access from the exterior of the building shall be provided with equivalent fire resistance as that required for the pump room, or as approved by the fire code official. Access keys shall be provided in the key box as required by Section 506.1.

Section 914.3.1.2; change to read as follows:



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914.3.1.2 Water Supply to required Fire Pumps. In buildings that are more than 120 feet (128 m) in building height, required fire pumps shall be supplied by connections to no fewer than two water mains located on different streets. Separate supply piping shall be provided between each connection to the water main and the pumps. Each connection and the supply piping between the connection and the pumps shall be sized to supply the flow and pressure required for the pumps to operate.

Exception: {No change to exception}

Section 1003.6 Means of egress continuity is amended by adding Section 1003.6.1 vehicle parking, to read as follows:

Section 1003.6.1 Vehicle parking. No motor vehicle shall be parked within 10 feet of any patio, stairs, or egress path at any apartment, multi-family building, hotel, motel, educational occupancy or commercial structure, unless in an approved parking space.

Section 1006.2.2.7; add a new Section 1006.2.2.7 as follows:

1006.2.2.7 Electrical Rooms. For electrical rooms, special exiting requirements may apply. Reference the Electrical Code as adopted.

Section 1009.8; add the following Exception 7:

Exception:

{previous exceptions unchanged}

7. Buildings regulated under State Law and built in accordance with State registered plans, including any variances or waivers granted by the State, shall be deemed to be in compliance with the requirements of Section 1009 and Chapter 11.

Section 1010.1.9.5 Bolt Locks; amend Exceptions 3 and 4 to read as follows:

Exceptions:

3. Where a pair of doors serves an occupant load of less than 50 persons in a Group B, F, M or S occupancy. {Remainder unchanged}
4. Where a pair of doors serves a Group A, B, F, M or S occupancy {Remainder unchanged}

Section 1020.1 Construction; add Exception 6 to read as follows:

6. In group B occupancies, corridor walls and ceilings need not be of fire-resistive construction within a single tenant space when the space is equipped with approved automatic smoke-detection within the corridor. The actuation of any detector shall activate self-annunciating alarms audible in all areas within the corridor. Smoke detectors shall be connected to an approved automatic fire alarm system where such system is provided.



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Section 1032.2; change to read as follows:

1031.2 Reliability. Required exit accesses, exits and exit discharges shall be continuously maintained free from obstructions or impediments to full instant use in the case of fire or other emergency. An exit or exit passageway shall not be used for any purpose that interferes with a means of egress.

Section 1103.3; add sentence to end of paragraph as follows:

Provide emergency signage as required by Section 604.4.

1103.5 Sprinkler Systems change to read as follows:

An automatic sprinkler system shall be provided in all existing buildings 6,000 square feet or larger in accordance with this section, when there is a change of owner, use or occupant. The fire sprinkler system installation shall be completed prior to occupancy by the owner/tenant. The fire code official is authorized to increase or decrease the installation timeframe based on the occupant and/or use of the building to ensure life safety.

Section 1103.5; add Section 1103.5.5 to read as follows:

1103.5.6 Spray Booths and Rooms. Existing spray booths and spray rooms shall be protected by an approved automatic fire-extinguishing system in accordance with Section 2404.

Section 1103.7; add Section 1103.7.7 and 1103.7.7.1 to read as follows:

1103.7.7 Fire Alarm System Design Standards. Where an existing fire alarm system is upgraded or replaced, all devices shall be addressable.

Delete Exception in it's entirety.

Section 1103.7.7.1 Communication requirements. Refer to Section 907.6.6 for applicable requirements

Section 1203; change and add to read as follows:

1203.1.1 {No change}

1203.1.2 {No change}

1203.1.3 Installation. Emergency power systems and standby power systems shall be installed in accordance with the International Building Code, NFPA 70, NFPA 110, and NFPA 111. Existing installations shall be maintained in accordance with the original approval, except as specified in Chapter 11.

1203.1.4 through 1203.1.9 {No changes to these sections}



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1203.1.10 Critical Operations Power Systems (COPS). For Critical Operations Power Systems necessary to maintain continuous power supply to facilities or parts of facilities that require continuous operation for the reasons of public safety, emergency management, national security, or business continuity, see NFPA 70.

1203.2 Where required. Emergency and standby power systems shall be provided where required by Sections 1203.2.1 through 1203.2.26, or elsewhere identified in this code, or any other referenced code.

1203.2.1 through 1203.2.3 {No change}

1203.2.4 Emergency Voice/alarm communications systems. Emergency power shall be provided for emergency voice/alarm communications systems in the following occupancies, or as specified elsewhere in this code, as required in Section 907.5.2.2.5. The system shall be capable of powering the required load for a duration of not less than 24 hours, as required in NFPA 72.

- Covered and Open Malls, Section 907.2.19 and 914.2.3
- Group A Occupancies, Sections 907.2.1 and 907.5.2.2.4.
- Special Amusement Buildings, Section 907.2.11
- High-rise Buildings, Section 907.2.12
- Atriums, Section 907.2.13
- Deep Underground Buildings, Section 907.2.18

1203.2.5 through 1203.2.13 {No change}

1203.2.14 Means of egress illumination. Emergency power shall be provided for means of egress illumination in accordance with Sections 1008.3 and 1104.5.1. minimum of ninety (90) minutes.

1203.2.15 Means of Egress Illumination. Emergency power shall be provided for means of egress illumination in accordance with Sections 1008.3 and 1104.5.1. (90 minutes)

1203.2.16 Membrane Structures.

Emergency power shall be provided for exit signs in temporary tents and membrane structures in accordance with Section 3103.12.6. (90 minutes) Standby power shall be provided for auxiliary inflation systems in permanent membrane structures in accordance with Section 2702 of the International Building Code. (4 hours) Auxiliary inflation systems shall be provided in temporary air-supported and air-inflated membrane structures in accordance with section 3103.10.4.

1203.2.18 Smoke Control Systems. Standby power shall be provided for smoke control systems in the following occupancies, or as specified elsewhere in this code, as required in Section 909.11:

- Covered Mall Building, *International Building Code*, Section 402.7
- Atriums, *International Building Code*, Section 404.7
- Underground Buildings, *International Building Code*, Section 405.8
- Group I-3, *International Building Code*, Section 408.4.2
- Stages, *International Building Code*, Section 410



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- Special Amusement Areas (as applicable to Group A's), *International Building Code*, Section 411
- Smoke Protected Seating, Section 1030.6.2

Section 1203.2.20,.21,.22 of the 2021 International Fire Code is amended to read as follows:

1203.2.20 Covered and Open Mall Buildings. Emergency power shall be provided in accordance with Section 907.2.20 and 914.2.

1203.2.21 Airport Traffic Control Towers. A standby power system shall be provided in airport traffic control towers more than 65 ft. in height. Power shall be provided to the following equipment:

1. Pressurization equipment, mechanical equipment and lighting.
2. Elevator operating equipment.
3. Fire alarm and smoke detection systems.

1203.2.22 Smokeproof Enclosures and Stair Pressurization Alternative. Standby power shall be provided for smokeproof enclosures, stair pressurization alternative and associated automatic fire detection systems as required by the *International Building Code*, Section 909.20.7.2.

Section 1203.2.23 of the 2021 International Fire Code is amended to read as follows:

1203.2.23 Elevator Pressurization. Standby power shall be provided for elevator pressurization system as required by the *International Building Code*, Section 909.21.5.

Section 1203.2.24 of the 2021 International Fire Code is amended to read as follows:

1203.2.24 Elimination of Smoke Dampers in Shaft Penetrations. Standby power shall be provided when eliminating the smoke dampers in ducts penetrating shafts in accordance with the *International Building Code*, Section 717.5.3, exception 2.3.

Section 1203.2.25 of the 2021 International Fire Code is amended to read as follows:

1203.2.25 Common Exhaust Systems for Clothes Dryers. Standby power shall be provided for common exhaust systems for clothes dryers located in multistory structures in accordance with the *International Mechanical Code*, Section 504.11, Item 7.

Section 1203.2.26 of the 2021 International Fire Code is amended to read as follows:

1203.2.26 Means of Egress Illumination in Existing Buildings. Emergency power shall be provided for *means of egress* illumination in accordance with Section 1104.5 when required by the fire code official. (90 minutes in I-2, 60 minutes elsewhere.)

Section 2304.1 of the 2021 International Fire Code is amended to read as follows:



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2304.1 Supervision of Dispensing. The dispensing of fuel at motor fuel-dispensing facilities shall be in accordance with the following:

1. Conducted by a qualified attendant; and/or,
2. Shall be under the supervision of a qualified attendant; and/or
3. Shall be an unattended self-service facility in accordance with Section 2304.3.

At any time, the qualified attendant of item Number 1 or 2 above is not present, such operations shall be considered as an unattended self-service facility and shall also comply with Section 2304.3.

Section 2401.2 of the 2021 International Fire Code delete this section in its entirety.

Section 3103.3.1 of the 2021 International Fire Code delete this section in its entirety

Table 3206.2, footnote h in the 2021 International Fire Code is amended to read as follows:

h. Where storage areas are protected by either early suppression fast response (ESFR) sprinkler systems or control mode special application sprinklers with a response time index of 50 (m • s) ¹/₂ or less that are listed to control a fire in the stored commodities with 12 or fewer sprinklers, installed in accordance with NFPA 13, manual smoke and heat vents or manually activated engineered mechanical smoke exhaust systems shall be required within these areas.

Table 3206.2 of the 2021 International Fire Code is amended by adding footnote j to row titled 'High Hazard' and 'Greater than 300,000' to read as follows:

j. High hazard high-piled storage areas shall not exceed 500,000 square feet. A 2-hour fire wall constructed in accordance with Section 706 of the International Building Code shall be used to divide high-piled storage exceeding 500,000 square feet in area.

Section 3311.1 of the 2021 International Fire Code is amended to read as follows:

Section 3311.1 Required access. Approved vehicle access for firefighting and emergency response shall be provided to all construction or demolition sites. Vehicle access shall be provided to within 50 feet (15 240 mm) of temporary or permanent fire department connections. Vehicle access shall be provided by either temporary or permanent roads, capable of supporting vehicle loading under all weather conditions. Vehicle access shall be maintained until permanent fire apparatus access roads are available. When fire apparatus access roads are required to be installed for any structure or development, access shall be approved prior to the time which construction has progressed beyond completion of the foundation of any structure. Whenever the connection is not visible to approaching fire apparatus, the fire department connection shall be indicated by an approved sign.

Section 5601.1.3 of the 2021 International Fire Code is amended to read as follows:



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5601.1.3 Fireworks. The possession, manufacture, storage, sale, handling, and use of fireworks are prohibited.

Exceptions:

1. Only when approved for fireworks displays, the storage and handling of fireworks as allowed in Section 5604 and 5608.
2. The use of fireworks for approved fireworks displays as allowed in Section 5608.

Section 5703.6 of the 2021 International Fire Code is amended by adding a sentence to end of paragraph to read as follows:

An approved method of secondary containment shall be provided for underground tank and piping systems.

Section 5704.2.11.4 of the 2021 International Fire Code is amended to read as follows:

5704.2.11.4 Leak Prevention. Leak prevention for underground tanks shall comply with Sections 5704.2.11.4.1 through 5704.2.11.4.3. An approved method of secondary containment shall be provided for underground tank and piping systems.

Section 5704.2.11.4.2; of the 2021 International Fire Code is amended to read as follows:

5704.2.11.4.2 Leak Detection. Underground storage tank systems shall be provided with an approved method of leak detection from any component of the system that is designed and installed in accordance with NFPA 30 and as specified in Section 5704.2.11.4.3.

Section 5704.2.11.4.3 of the 2021 International Fire Code is amended to read as follows:

5704.2.11.4.3 Observation Wells. Approved sampling tubes of a minimum 4 inches in diameter shall be installed in the backfill material of each underground flammable or combustible liquid storage tank. The tubes shall extend from a point 12 inches below the average grade of the excavation to ground level and shall be provided with suitable surface access caps. Each tank site shall provide a sampling tube at the corners of the excavation with a minimum of 4 tubes. Sampling tubes shall be placed in the product line excavation within 10 feet of the tank excavation and one every 50 feet routed along product lines towards the dispensers, a minimum of two are required.

Section 5707.4 of the 2021 International Fire Code is amended by adding a paragraph to read as follows:

Mobile fueling sites shall be restricted to commercial, industrial, governmental, or manufacturing, where the parking area having such operations is primarily intended for employee vehicles. Mobile fueling shall be conducted for fleet fueling or employee vehicles only, not the general public. Commercial sites shall be restricted to office-type or similar occupancies that are not primarily intended for use by the public.



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Section 5806.2 of the 2021 International Fire Code is amended to read as follows:

5806.2 Limitations. Storage of flammable cryogenic fluids in stationary containers outside of buildings is prohibited within the established by law as the limits of districts in which such storage is prohibited in The City of Watauga Tarrant County Texas.

Section 6103.2.1.8 of the 2021 International Fire Code is amended to read as follows:

6103.2.1.8 Jewelry Repair, Dental Labs and Similar Occupancies.

Where natural gas service is not available, portable LP-Gas containers are allowed to be used to supply approved torch assemblies or similar appliances. Such containers shall not exceed 20-pound (9.0 kg) water capacity. Aggregate capacity shall not exceed 60- pound (27.2 kg) water capacity. Each device shall be separated from other containers by a distance of not less than 20 feet.

Section 6104.2 of the 2021 International Fire Code is amended by adding Exception 2. to read as follows:

Exceptions:

1. {existing text unchanged}
2. Except as permitted in Sections 308 and 6104.3.3, LP-gas containers are not permitted in residential areas.

Section 6104.3.3 of the 2021 International Fire Code is amended to read as follows:

6104.3.3 Spas, Pool Heaters, and Other Listed Devices.

Where natural gas service is not available, an LP-gas container is allowed to be used to supply spa and pool heaters or other listed devices. Such container shall not exceed 250-gallon water capacity per lot. See Table 6104.3 for location of containers.

Exception: Lots where LP-gas can be off-loaded wholly on the property where the tank is located may install up to 500 gallon above ground or 1,000 gallon underground approved containers.

Section 6107.4 of the 2021 International Fire Code is amended to read as follows:

6107.4 Protecting Containers from Vehicles. Where exposed to vehicular damage due to proximity to alleys, driveways or parking areas, LP-gas containers, regulators and piping shall be protected in accordance with Section 312.

Section 6109.13 of the International Fire Code is amended to read as follows:

6109.13 Protection of Containers. LP-gas containers shall be stored within a suitable enclosure or otherwise protected against tampering. Vehicle impact protection shall be provided as required by Section 6107.4.



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****{Appendix B Fire-Flow Requirements For Buildings in the 2021 International Fire Code amendments}**

****Table B105.2; change footnote a. to read as follows:**

- a. The reduced fire-flow shall be not less than 1,500 gallons per minute.

*****{Appendix D Fire Apparatus Access Roads in the 2021 International Fire Code amendments}**

*****Section D102.1; change to read as follows:**

D102.1 Access and loading. Facilities, buildings or portions of buildings hereafter constructed shall be accessible to fire department apparatus by way of an *approved* fire apparatus access road with an asphalt, concrete or other *approved* driving surface capable of supporting the imposed load of fire apparatus weighing up to 85,000 pounds (38 556 kg).

*****{Appendix D Fire Apparatus Access Roads in the 2021 International Fire Code amendments}**

*****Section D102.1; change to read as follows:**

D102.1 Access and loading. Facilities, buildings or portions of buildings hereafter constructed shall be accessible to fire department apparatus by way of an *approved* fire apparatus access road with an asphalt, concrete or other *approved* driving surface capable of supporting the imposed load of fire apparatus weighing up to 85,000 pounds (38 556 kg).

Section D103.4 of the 2021 International Fire Code is amended to read as follows:

D103.4 Dead ends. Dead-end fire apparatus access roads in excess of 100 feet (45 720 mm) shall be provided with width and turnaround provisions in accordance with [Table D103.4](#).

TABLE D103.4

REQUIREMENTS FOR DEAD-END FIRE APPARATUS ACCESS ROADS

LENGTH (feet)	WIDTH (feet)	TURNAROUNDS REQUIRED
0–150	<u>24</u>	None required
101–500	<u>24</u>	120-foot Hammerhead, 60-foot “Y” or 96-foot diameter cul-de-sac in accordance with Figure D103.1
501–750	<u>26</u>	120-foot Hammerhead, 60-foot “Y” or 96-foot diameter cul-de-sac in accordance with Figure D103.1
Over 750		Special approval required

For SI: 1 foot = 304.8 mm.



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Section D103.5 of the 2021 International Fire Code is amended to change Item 1 to read as follows:

D103.5 Fire apparatus access road gates. Gates securing the fire apparatus access roads shall comply with all of the following criteria:

1. Where a single gate is provided, the gate width shall be not less than 24 feet (7315.2 mm). Where a fire apparatus road consists of a divided roadway, the gate width shall be not less than 12 feet (3658 mm).

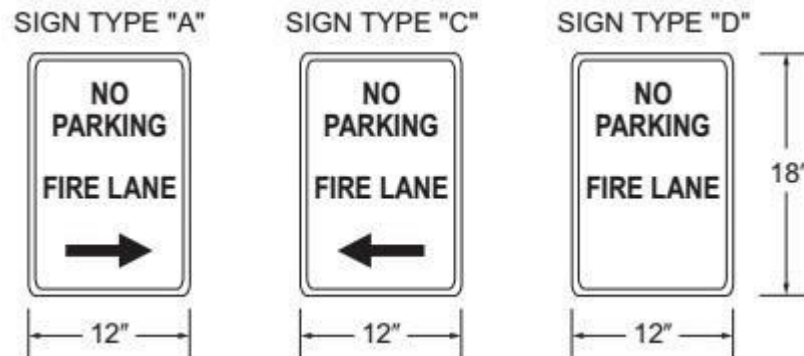
Section D103.6 of the 2021 International Fire Code is amended to read as follows:

D103.6 Marking.

Striping, signs, or other markings, when approved by the *fire code official*, shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. Striping, signs and other markings shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility.

- (1) Striping** –Fire apparatus access roads shall be continuously marked by painted lines of red traffic paint six inches (6") in width to show the boundaries of the lane. The words "NO PARKING FIRE LANE" or "FIRE LANE NO PARKING" shall appear in four inch (4") white letters at 25 feet intervals on the red border markings along both sides of the fire lanes. Where a curb is available, the striping shall be on the vertical face of the curb.

- (2) Signs** – Signs shall read "NO PARKING FIRE LANE" or "FIRE LANE NO PARKING" and shall be 12" wide and 18" high (See Figure D103.6). Signs shall have red letters on a white reflective background, using not less than 2" lettering. Signs shall be permanently affixed to a stationary post and the bottom of the sign shall be six feet, six inches (6'6") above finished grade. Signs shall be spaced not more than fifty feet (50') apart along both sides of the fire lane. Signs may be installed on permanent buildings or walls or as approved by the Fire Chief.



**FIGURE D103.6
FIRE LANE SIGNS**



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Section D103.6.1 and D103.6.2 of the 2021 International Fire Code delete sections as follows:

~~**D103.6.1 Roads 20 to 26 feet in width.** Fire lane signs as specified in [Section D103.6](#) shall be posted on both sides of fire apparatus access roads that are 20 to 26 feet wide (6096 to 7925 mm).~~

~~**D103.6.2 Roads more than 26 feet in width.** Fire lane signs as specified in [Section D103.6](#) shall be posted on one side of fire apparatus access roads more than 26 feet wide (7925 mm) and less than 32 feet wide (9754 mm).~~

Section D104.3 of the 2021 International Fire Code is amended to read as follows:

D104.3 Remoteness. Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one half of the length of the maximum overall diagonal dimension of the lot or area to be served, measured in a straight line between accesses, or as approved by the fire code official.

Section D105.3 of the 2021 International Fire Code is amended to read as follows:

D105.3 Proximity to building. Unless otherwise approved by the fire code official, one or more of the required access routes meeting this condition shall be located not less than 15 feet (4572 mm) and not greater than 30 feet (9144 mm) from the building and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the fire code official.

Section D106.3 of the 2021 International Fire Code is amended to read as follows:

D106.3 Remoteness. Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses, or as approved by the fire code official.

Section D107.2 of the 2021 International Fire Code is amended to read as follows:

D107.2 Remoteness. Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses, or as approved by the fire code official.



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Section L101.1 of the 2021 International Fire Code is amended to read as follows:

Section L101.1 Scope. Fire fighter air replenishment systems (FARS) shall be provided in accordance with this appendix in new buildings when any of the following conditions occur:

1. Any new building 5 or more stories in height.
2. Any new building with 2 or more floors below grade.
3. Any new building 500,000 square feet or more in size.

Each stairwell shall have a supply riser. SCBA fill panels shall be located on odd numbered floors commencing at the first level in the primary stairwell and on even numbered floors commencing at level 2 in the remaining stairwells. Fill panels in buildings over 500,000 square feet shall be located adjacent to each standpipe connection.

Section L104.13.1 of the 2021 International Fire Code is amended by deletion of this section in its entirety.

Section L104.14 of the 2021 International Fire Code is amended by adding paragraph to read as follows:

The external mobile air connection shall be located with approved separation from the Fire Department Connection (FDC) to allow functionality of both devices by first responders; shall be visible from and within 50 ft. of a fire apparatus access road along an unobstructed path; and shall be located in an approved signed, secured cabinet.

CITY OF WATAUGA, TEXAS
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF WATAUGA, TEXAS, AMENDING THE CODE OF ORDINANCES, WATAUGA, TEXAS, BY AMENDING SECTION 14-87 AND SECTION 14-88 OF ARTICLE IV ("FIRE CODE") OF CHAPTER 14 ("FIRE PREVENTION AND PROTECTION"), TO ADOPT THE PROVISIONS OF THE 2021 EDITION OF THE INTERNATIONAL FIRE CODE, TOGETHER WITH AMENDMENTS TO SAID CODE; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND (\$2,000.00) DOLLARS FOR EACH OFFENSE; AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS, THAT:

I.

The City Council of the City of Watauga, Texas, hereby adopts the 2021 edition of the International Fire Code, together with certain amendments to said code, as the code for prescribing regulations governing conditions hazardous to life and property from fire and explosion, and providing for issuance of permits and collection of fees for such permits. All such fees, unless otherwise specified herein, shall be charged, assessed and collected in the amounts and rates set forth in the City's Fee Schedule.

II.

Section 14-87 of Article IV ("Fire Code") of Chapter 14 ("Fire Prevention and Protection") of the Code of Ordinances, Watauga, Texas, be and is hereby amended to adopt the provisions of the 2021 edition of the International Fire Code, together with amendments thereto, such that Section 14-87 shall henceforth read in its entirety as follows:

"CHAPTER 14

FIRE PREVENTION AND PROTECTION

. . .

ARTICLE IV. - FIRE CODE

Sec. 14-87. – Adopted.

There is hereby adopted by the city council, for the purpose of prescribing regulations governing conditions hazardous to life and property from fire and explosions, that certain code known as the International Fire Code (hereafter referred to as the

"I.F.C."), being particularly the 2021 edition thereof, and the whole thereof, including the appendices, save and except such portions as are hereinafter deleted, modified or amended, which shall hereby be known as the Fire Code of the City of Watauga, Texas, of which Code not less than one copy has been and now is filed in the office of the city secretary, and the same is hereby adopted and incorporated as fully as if set out at length herein, and from the date on which this section shall take effect the provisions thereof shall be controlling within the limits of the City of Watauga, Texas."

III.

Section 14-88 of Article IV ("Fire Code") of Chapter 14 ("Fire Prevention and Protection") of the Code of Ordinances, Watauga, Texas, be and is hereby amended to adopt certain amendments to the 2021 edition of the International Fire Code, a true and correct copy of which is attached hereto and incorporated herein as Exhibit "A," such that Section 14-88 shall henceforth read in its entirety as follows:

"CHAPTER 14

FIRE PREVENTION AND PROTECTION

. . .

ARTICLE IV. - FIRE CODE

. . .

Sec. 14-88. – Amendments.

In conjunction with the adoption of the International Fire Code, there is hereby adopted by the city council certain amendments to the provisions of the I.F.C., as adopted, copies of which have been and are now filed in the office of the city secretary and the fire marshal, and the same is hereby adopted and incorporated as fully as if set out at length herein, and from the date on which this section shall take effect the provisions thereof shall be controlling within the limits of the City of Watauga, Texas."

IV.

All the regulations, provisions, conditions and terms of such publications referenced in this ordinance, all of which are on file in the offices of the City Secretary and Fire Marshal, are referred to, adopted and made a part of this ordinance as if fully set out in this ordinance. All references in the I.F.C. and amendments adopted herein to boards of appeal shall refer to the board of adjustment of the City of Watauga, Texas.

V.

It is unlawful for any person to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy or maintain any building or structure or cause or permit such work to be done in violation of the International Fire Code adopted by this ordinance. Any person, firm or corporation violating any of the provisions or terms of this ordinance as amended hereby shall be deemed guilty of a misdemeanor and subject to a penalty as provided for in this ordinance, and upon conviction shall be punished by fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense, and each and every day such violation shall continue shall constitute a separate offense.

VI.

All ordinances of the City of Watauga in conflict with the provisions of this ordinance be and the same are hereby repealed and all other ordinances of the City of Watauga not in conflict with the provisions of this ordinance shall remain in full force and effect.

VII.

An offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Code of Ordinances and ordinances of the City, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

VIII.

If any section, paragraph, sentence, subdivision, clause, phrase or provision of this ordinance be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this ordinance as a whole or any part or provision hereof other than the part so decided to be unconstitutional, illegal, or invalid and shall not affect the validity of the remainder of this ordinance or any other provision of the ordinances of the City of Watauga.

IX.

Ordinance No. _____

This ordinance shall take effect immediately from and after its passage and the publication of the caption as the law in such cases provides.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas this the 17th day of May 2022.

APPROVED:

Arthur L. Miner, Mayor

ATTEST:

Linda Proskey, City Secretary

APPROVED AS TO FORM AND LEGALITY:

David Berman, City Attorney

Ordinance No. _____

EXHIBIT A

Watauga Amendments to the 2021 International Fire Code



AGENDA MEMORANDUM

DATE: May 26, 2022

TO: Honorable City Council Members

FROM: Joshua Jones, City Manager

THROUGH:

SUBJECT: Discuss and consider action on the implementation of the Compensation and Classification Plan Study

BACKGROUND/INFORMATION:

The Compensation and Classification study was presented on May 23, 2022 and is attached for Council reference. This agenda item provides for discussion the implementation plan for the recommendations from the study. It is recommended that the plan be implemented as soon as possible to retain our current employees and to address recruitment needs. The transition cost for salary adjustments, retirement and Medicare costs are estimated at \$400,000.

Recommended start date: Pay Period beginning July 2, 2022

FY2021-2022 Cost: \$100,000

Annual cost of implementation: \$400,000 (does not include benefits or other adjustments recommended in plan)

Fund	Amount - Annual	Amount - FY2021-2022 (3 months)
General Fund	\$258,502	\$64,626
Water&Sewer Fund	\$72,848	\$18,212
Storm Drain	\$4,925	\$1,231
Crime Control	\$61,547	\$15,387
Juv. Court	\$1,290	\$323
Total	\$399,113	\$99,778

The cost of implementation can be funded through the American Rescue Plan Act grant funding or through revenues and/or cost savings in the FY2021-2022 Budget.

FINANCIAL IMPLICATIONS:



AGENDA MEMORANDUM

The cost of the implementation of the study results is estimated at \$400,000 annually and \$100,000 for the remainder of FY2021-2022.

RECOMMENDATION/ACTION DESIRED:

Recommend Council approves the implementation of the Compensation and Classification Plan Study with available funding sources

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Watauga City Council Presentation May 2022

REVIEWED BY:

Sandra Gibson, Director of Finance

Approved - 6/2/2022

Juliet Rodriguez, Human Resources and Civil Service Director

Approved - 6/3/2022

David Berman, City Attorney

Approved - 6/3/2022

Joshua Jones, City Manager

Approved - 6/3/2022

Linda Proskey, City Secretary

Final Approval - 6/3/2022

Approved as to form for inclusion on Agenda

The City of Watauga - City Council Presentation

Compensation Market Analysis Report





- DC Municipal Consulting (DCMC) was formed in August of 2017.
 - Women-owned firm specializing in consulting for local governments.
 - Molly Deckert and Katie Corder have 40 years of combined experience in municipal government and consulting in human resource management, executive recruitment, compensation and pay plan development, and policy development.
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| <ul style="list-style-type: none">● City of Abilene● City of Fate● City of Forney● City of Heath● City of Josephine● Town of Little Elm | <ul style="list-style-type: none">● City of Melissa● City of Mount Pleasant● City of Royse City● City of Watauga● Town of Little Elm● SGR |
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Project Scope

DC Municipal Consulting was engaged in February to conduct a compensation market analysis of all of the city positions.

The goals of the project include:

- Recommend placement of all positions on the City's current pay plans based on market data.
- Develop a transition plan to move positions to the appropriate place on the City's current plans.
- Provide a summary of City benefits compared to peer cities.
- Provide observations on organization structure, position titles, and best management practices.

Our Process

- Reviewed City of Watauga's organizational charts, job descriptions, and current pay plans.
- Surveyed each Department Director to ensure we understand the departmental organizational structure, position functions, job duties, and unique skill sets/services.
- Surveyed and analyzed data and pay plans from benchmark cities to determine the market for each position.
- Placed all positions in appropriate grade on City's current pay plans.
- Developed a citywide transition plan.
- Reported findings and recommendations.

Market Research

- Nine peer cities were chosen by the City of Watauga for this project.
- Data was submitted by all nine peer cities; albeit some submitted partial data.
- All data was consolidated by position, reviewed, analyzed, and compared to the City of Watauga.
 - Bedford
 - Burleson
 - Euless
 - Haltom City
 - Hurst
 - Keller
 - North Richland Hills
 - Richland Hills
 - Saginaw

Market Analysis

- Overall, a large number of positions are out of market. The analysis is based on comparable peer cities data.
- The following list of positions had three or less responses meaning that the data may not be statistically valid:
 - Circulation Service Supervisor
 - City Secretary
 - Fleet Services Technician
 - Planning and Zoning Coordinator
 - Records Clerk
 - Senior Librarian
 - Storm Drainage Supervisor
 - Technical Services Supervisor
- The pay grades for the Police Lieutenant, Police Sergeant, Police Corporal, and Driver/Engineer are currently overmarket based on the midpoint methodology.
- The market analysis focused on compensation ONLY, not staffing or workload concerns.

Pay Range Placement

- Analyzed the peer cities' market data.
- Recommended placement on the current pay plan based on midpoint methodology for each position.
- Developed recommendations based on market and our understanding of your organization.
- Provided market data for future, non-funded positions:
 - Fire Marshal
 - Battalion Chief
 - Economic Development Specialist
 - Administrative Assistant
 - Executive Administrative Assistant

FLSA and Certification Pay Review

- Two positions need further review to determine compliance with current FLSA policy.
- Certification pay was compiled from peer cities for the City to review. Certification pay is not recommended for license or certification required to hold the position.
 - Consider a cap on certification pay an employee may receive.
 - Consider bilingual pay for all employees.

Employee Benefit Review

- Created comparison chart of employee benefits and employee health premiums.
- Overall
 - Retirement in market
 - Vacation days in market; accruals and cap lower than market
 - Health Premiums
 - In market for employee
 - Out of market for spouse and family
 - Note: two peer cities have a sliding scale premium based on salary

Transition Cost

Estimated transition cost for salaries & benefits - approximately \$345,000.

- Moves the City's current employees to the market supported range or step on the City's current pay plans.
- Adjusts compression in the first quadrant of the General Government pay plan by placing employees with at least 10 years in their current position at the midpoint of the range.
- Recommends not utilizing the first three steps of the current pay plan for Police Officer or first two steps for Firefighter/EMT. For the transition, it is recommended to move employees to the same step given the utilization of the beginning of the pay plan steps.

General Recommendations

1. Implement the adjustments ideally within three months to ensure market data is relevant.
2. Continue ongoing maintenance of the pay plans.
3. Recruitment, hiring, and retention processes.
4. Title Changes.
5. Positions Creation.
6. Department Recommendations:
 - Library. DCMC recommends that the library organizational structure and positions functions and titles be reviewed to determine supervisory responsibility, decision making authority, and education requirements.
 - Municipal Court. DCMC recommends the position of City Marshal be added to the General Government Classification plan. Based on the midpoint methodology, the position has been placed in Salary Range 26.

Conclusion

DCMC recommends that the City Council adopt and quickly implement the placement recommendations.

Thank You!



Molly Deckert & Katie Corder



CITY OF WATAUGA
COUNCIL RULES OF PROCEDURE
AND
CODE OF CONDUCT MANUAL

As Adopted by Resolution
Resolution No. 2020-053
October 12, 2020

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Section 1 - GENERAL

Parliamentary law and the rules of procedure derived from such law are essential to all deliberative organizations so that they may consider all matters before them in an effective and efficient manner and produce results that are legal and binding. Moreover, such procedural safeguards ensure due process during deliberations among members of the organization while at the same time protecting the rights of both the group and each member. Accordingly, these rules of procedure establish guidelines to be followed by all persons attending City Council meetings, including members of the City Council, administrative staff, news media, citizens, and visitors.

In addition to establishing rules of procedure to be followed at council meetings, this document is also intended to provide guidelines for council member conduct outside of council meetings when acting or conducting business as a member of the Watauga City Council.

Section 2 - AUTHORITY

The City Charter of Watauga, Texas [Adopted: January 19, 1980, and last amended November 5, 2019] provides in Article II (The Governing Body), Section 3.09 (Meetings and rules of procedure) that "The Council shall determine its own rules and order of business..." Thus, this Council Rules of Procedure and Code of Conduct Manual is established. This Council Rules of Procedure and Code of Conduct Manual shall be reviewed by the City Council at least every two years in an open meeting. In the event of any conflict between Texas State law, the City Charter and/or this Rules of Procedures Manual, Texas State law shall prevail and control. In the event of any conflict between the City Charter and this Rules of Procedures Manual, the City Charter shall prevail.

The parliamentary reference for the City Council is the most recent edition of *Robert's Rules of Order Newly Revised* (RONR) (issued in odd-numbered years). When any issue concerning procedure arises that is not covered by the Rules of Procedure, the City Charter or state law, the Council will refer to RONR, which shall determine such procedural issue. RONR is merely a parliamentary reference and any failure to explicitly follow RONR shall not serve to negate any action taken by the City Council. For clarification purposes, the only way to second a motion is for a City Council Member to state "I second the motion" or a similar phrase.

Section 3 - MEETINGS

3.1. Texas Open Meetings Act

The City Council shall follow the Texas Open Meetings Act.

3.2. Regular Meetings

The City Council shall conduct regular meetings generally on the second Monday of every month. Regular meetings shall generally commence at 6:30 p.m. The regular meetings of the City Council shall be held at City Hall and are open to the public. The dress code for regular meetings is business casual. Keep, modify or delete ?

3.3. Workshop Meetings

Workshop meetings are commonly scheduled by the City Manager; however, the Mayor or Members of the City Council are encouraged to request workshop topics during Items for Future Agendas. Workshop meetings are normally conducted prior to regular meetings at 5:30 p.m. but may also be conducted at other times as well. The purpose of a workshop meeting is to exchange information between Council, staff, vendors, or other groups. No official action is taken by Council during these meetings, but workshops shall be posted, and are open to the public. The dress code for workshop meetings is business casual. Keep, modify or delete ?

3.4. Special Meetings

Any additional meetings may be scheduled by the Mayor, a minimum of three (3) Council Members or by the City Manager to occur outside of the second Monday of the month. Such meetings shall be posted and are open to the public. The dress code for special meetings is business casual, subject to modification by the City Council based on the circumstances (i.e., retreat, outdoor tour, etc.) Keep, modify or delete ?

3.5. Agenda

- a. The Mayor, each City Council Member, with the concurrence of a second Council Member, and the City Manager shall have the right to have matters of city business included on City Council meeting agendas. Agenda items, including any nmtay or applicable supporting documents and materials to be included in agenda packets, shall be submitted in written form to the City Secretary at least fourteen (14) days prior to the agenda posting deadline. The Council Packet posting deadline for Regular City Council Meetings is the Wednesday before the Regular City Council Meeting and the agenda posting deadline for the public packet and for Special City Council meetings is 72 hours in advance of any Special City Council Meeting. The City Secretary will coordinate the placement of items on the agenda. Agenda items may be removed only by the person who initially placed that item on the agenda and such removal shall be made prior to the public posting of the official meeting notice. Agenda packets will be available to the City Council Members no later than 6:00 p.m. the Wednesday before each Regular City Council Meeting, and at least 72 hours in advance of any Special City Council Meeting. Amendments to items and supplemental items may be placed on the agenda as necessary at the discretion of the City Manager if done so in accordance with the Texas Open Meetings Act
- b. Drafts of contracts, ordinances, resolutions, or other items requiring review should be submitted to the City Attorney in a manner and time sufficient to allow for their review prior to this submittal deadline.
- c. A person other than the Mayor, a Council Member or the City Manager requesting that a matter or item be included on the City Council Meeting Agenda under New Business must complete the form attached hereto as Annex D and submit the same to the office of the City Secretary at least fourteen (14) days prior to the agenda posting deadline for which the request is made. If the Mayor, a Council Member, or the City Manager determines that consideration of the item or items is in the best interest of the City, those items shall be placed on the City Council meeting agenda with the Mayor, Council Member or City Manager making the determination being listed as the sponsoring

Commented [AM1]: Media ?

official. The sponsoring official needs to ensure all relevant materials concerning the agenda item are provided to the City Secretary's office at least fourteen (14) days prior to the agenda posting deadline for the City Council Meeting.

- 1) Any person wishing to make a presentation that includes video, or another form of electronic media, must provide that information in digital format to the City Secretary's Office no later than ~~three-(3)~~ eight (6) hours prior to the scheduled starting time of the meeting for review by the staff. City staff shall review the information as to form and content. The information shall not contain any statements, graphics or pictures that are offensive or reflect personal attacks on other individuals, the City Council members or City staff. The digital format must be compatible with the City's technology equipment. The presentation will be tested prior to the meeting to ensure that it is compatible with the City's equipment.
- d. All matters of City business (agenda items), including supporting materials, shall be submitted to the City Secretary at least fourteen (14) days prior to the agenda posting deadline. The Mayor or the Mayor Pro-Tern, in the Mayor's absence, may make exceptions to this requirement for Special City Council meetings, and in emergency cases, as determined by the Mayor or the Mayor Pro-Tern, in the Mayor's absence.
- e. There shall be no limitation as to the number of items that may be placed on the Consent Agenda. However, any council member shall have the right, at any time to request the removal of any item or items from the Consent Agenda. Such item or items shall be moved to ~~the beginning of~~ New Business for purposes of discussion, debate, or action. The Mayor ~~of the City of Watauga~~, as presiding officer of the meeting, shall honor such a request.
- f. There shall be no limitation as to the number of items under the Action Items category.

3.6. Minutes

Minutes of City Council meetings will be recorded and maintained by the City Secretary. The Minutes will include final motions with voting results. The minutes will also reflect the names of those citizens presenting public comments and public testimony. Minutes of meetings will generally be submitted to the City Council for approval at the next regularly scheduled meeting.

Section 4 - STANDARDS OF CONDUCT

4.1. Mayor and City Council Members

The Mayor and Council Members shall demonstrate civility to one another as individuals, for the validity of different opinions, for the democratic process, and for the community and citizens being served. Elected officials should exhibit appropriate behavior. The Mayor and all members of the City Council when authorized to vote, have equal votes and the Mayor and all Council Members speak only for themselves.

4.2. Council Relations with the Media

All proposed City press releases, media advisories, story suggestions, or similar items should be submitted through the City Manager for response or distribution to the Public Information Officer.

Any City related business that could gain media attention should be reported as soon as practical to the Mayor. The Mayor and City Manager shall consult to determine if the entire City Council should be notified of the matter. If determined the need to notify is appropriate, the City Manager or his/her designee shall attempt to notify each member of the City Council as soon as practical.

4.3. City Staff (During Meetings)

All remarks and questions addressed to the City Council by staff members may be addressed to the City Council as a whole and not to any individual member. City staff shall follow proper parliamentary procedure during meetings. The City Manager and City Attorney shall have the right to participate in all matters coming before the Council. The City Attorney and or City Secretary shall serve as the parliamentarian guide for all meetings. All department heads may take part in discussions of the Council relating to their respective offices, departments, or agencies, subject to the provisions of the Texas Open Meetings Act.

4.4. Citizens and Visitors

- a. The presiding officer will ensure that the decorum of the meeting is maintained and is appropriate.
- b. No placards, banners, or signs will be permitted in the City Council chamber or in any other room in which the City Council is meeting. Exhibits, displays, and visual aids used in connection with presentations to the City Council, however, are permitted.
- c. Citizen participation in the meetings is limited to a presentation of views and shall not be an opportunity for the citizen to interrogate the staff or members of the City Council.
- d. Personal attacks of **Council members or** city staff will not be permitted during any portion of the meeting by citizens or visitors.
- e. Matters under litigation shall only be discussed in ~~closed~~ **Executive** session by the City Attorney, City Council and others as authorized by the City Council.

4.5. City Council Members Absences, Late Arrival and Conduct During Meetings and Events

- a. Each meeting shall commence with a roll call for City Council members.
- b. Notification of intent to be absent shall be provided in writing to the City Secretary, the City Manager or Presiding Officer prior to the meeting at which the Council Member will not be in attendance. **Excused absences are defined in the City Charter, Sec 3.05 para 2.**

- c. Notification of a late arrival to a meeting shall be provided ~~via City-issued devices~~ as soon as possible to the City Secretary, City Manager or Presiding Officer prior to the meeting at which the Council Member will arrive late. Should a member enter the meeting during discussion of an item, that member shall prepare to join/listen to the discussion and vote on the matter by show of hands to prevent delaying the discussion and taking action.
- d. There shall be no use of personal electronic devices by City Council Members during an official meeting of the Council.
- e. Councilmembers shall, while the council is in session, preserve order and decorum, and no member shall, by conversation or otherwise, delay or interrupt the proceedings or the peace of the council, or disturb any member while speaking, or refuse to obey the orders of the council or its presiding officer, except as otherwise provided in these procedures.
- f. Councilmembers shall be prohibited from using profane language during any public meeting and shall be prohibited from using profane language during any event where the Councilmember is present in any official capacity as a representative of the City of Watauga City Council.
- g. Councilmembers shall be prohibited from using misinformation, hyperbole, or exaggeration during the deliberation on any matter during any public meeting.
- h. Councilmembers are expected to always be fair and courteous to fellow councilmembers, appointed officials, employees, vendors, and especially other members of the public. Councilmembers are expected to be capable of expressing themselves and their opinions without the necessity of personal attacks, the use of profanity, the use of hyperbole, and other forms of communicative expression which focus on anything other than the subject matter under deliberation. This City Council policy prohibits the use of such methods as they deteriorate the decorum during public meetings, diminish the character and reputation of the councilmember, foster bullying, and propagate misinformation which can mislead the public and which interferes with the effective and efficient operation of city government.

4.6. Use of Social Media

- a. The City Council recognizes and understands that social media is currently a widely used method to share one's life and opinions with family, friends, co-workers, citizens and around the world. However, use of social media to disseminate information related to the city also presents certain risks and carries with it, certain responsibilities. This policy is enacted to establish a set of minimum expectations regarding the behavior of City Councilmembers to serve as a standard of conduct to guide the members of City Council in making responsible decisions about its members' appropriate conduct when using social media. This policy is designed to avoid the application of arbitrary rules and to ensure protection of constitutionally protected free speech.

- b. In the rapidly expanding world of electronic communication, social media can mean many things. Examples of social media networks are Facebook, Twitter, YouTube, Instagram, Nextdoor, and many others. Social media includes all means of communicating or posting information or content of any sort made accessible to others using the Internet, i.e., this access is not limited to certain devices, accounts, or platforms. Platforms include, by way of example, a website blog, a personal web site or webpage, a social networking account or an affinity web site, web bulletin board, or a chat room, whether or not associated or affiliated with the city or a particular City Councilmember, as well as any other form of electronic communication.
- c. If a Councilmember posts statements, photographs, video, or audio, careful consideration should be had as to whether the post may reasonably be viewed by others as malicious, obscene, threatening or intimidating, whether it disparages officials, employees, members of the public, vendors, suppliers, and any other organizations associated with or doing business with the city, or whether the post might constitute harassment or bullying. Examples of such conduct might include offensive posts meant to intentionally harm someone's reputation, or posts that could contribute to a hostile work environment on the basis of race, color, religion, sex, national origin, ancestry, age, marital status, disability, or any other protected class status in accordance with applicable federal or state law, or posts which violate the City Charter or City policy. A Councilmember that takes an active role, rather than a legislative role, in any city matter may expose oneself to personal liability should a post result in a civil tort against a person or organization, such as tortious interference with contractual obligation, slander, liable or other civil law violation. Such action interferes with and results in a disruption to city business and may involve the city itself in legal claims, impeding efficient and effective delivery of city services. Any post that is determined by the City Council to be reasonably viewed as malicious, obscene, threatening or intimidating or meant to intentionally harm someone's reputation, or could contribute to a hostile work environment on the basis of race, color, religion, sex, national origin, ancestry, age, marital status, disability, or any other protected class status in accordance with applicable federal or state law, or violate the City Charter or city policy is prohibited.
- d. Councilmembers, when disseminating information related to the City are required to provide accurate and truthful information to the public. Councilmembers have access to all information necessary to carry out their duties as Councilmembers and can reasonably verify any information communicated to the public; therefore, honesty and accuracy is required when posting information related to city business. Remember that the Internet archives almost everything; therefore, even deleted postings can be searched, located, and recovered. Never post any information or rumors that you know to be false about the city, fellow elected or appointed officials, employees, members of the public, citizens, vendors, and people working on behalf of the city, as such is prohibited. Communicating misinformation, hyperbole or exaggeration causes citizen and public confusion and substantially impairs the efficient and effective operation of city government as it is obligated to investigate the statements made, correct misinformation and provide accurate and truthful information to the public.
- e. Pursuant to and in accordance with the Texas Public Information Act, and in order to allow the City Manager to fulfill duties to protect and preserve public information imposed by

Texas law, any social media post made by a City Councilmember must be collected and preserved by delivering a full and complete copy of any post to the City Manager's Office immediately upon posting, if possible, and no later than 48 hours upon posting otherwise. Failing to do so places the public information at risk of loss due to theft, data corruption or device failure. Failing to notify city administration of information disseminated to the public may significantly impair city operations in the event inquiries are made to city staff without knowledge of the representations made by a Councilmember; therefore, current information is necessary for the efficient and effective operation of city government.

- £ In posting information, City Councilmembers shall maintain the confidentiality of the city and county's internal or confidential information. This may include information regarding the development of systems, processes, products, know-how and technology. Do not post internal reports, policies, procedures, or other business-related communications intended for internal use or that may contain confidential, private, or security information.
- g. Abide by all state and federal laws, including but not limited to privacy laws, personal medical/health information under the Health Insurance Portability and Accountability Act (HIPAA), attorney-client confidentiality, copyright, trade secret or other propriety rights, public records laws, retention laws, fair use laws, financial disclosure laws, and any other laws that might apply to the city in connection with any post.
- h. Knowledge of these use of social media rules are presumed. An assertion that a councilmember did not recognize any post as violative of these policies does not serve as a defense to a claim that a councilmember violated this policy. All Councilmembers are presumed to have carefully read and fully understand the policy and expectations placed upon them as elected officials of the city. All social media postings must be consistent with these policies. Inappropriate postings may include, but are not limited to, discriminatory remarks, harassment, threats of violence, bullying, misinformation, and exaggeration of fact (whether known, should have been known, or reasonably ascertained by the councilmember prior to posting such information) regarding matters connected to city business, and further includes any similarly inappropriate or unlawful conduct.

4.7. Enforcement of Decorum and Procedures

The chief of police, or such member of the police department as he may designate, in attendance at a meeting shall be sergeant at arms of the council meeting. The sergeant at arms shall carry out all orders and instructions given by the presiding officer for the purpose of maintaining order and decorum at the council meeting. Upon instruction by the presiding officer, it shall be the duty of the sergeant at arms to either remove or place under arrest any person who violates the order and decorum of a meeting from the meeting place at the direction of the presiding officer.

If the Mayor or the City Council or any councilmember files a complaint that another member of the City Council violated this policy, the Mayor shall place the matter on the next City Council Agenda for consideration and action. At the City Council meeting, the matter shall be called the complaint read out loud and the

Councilmember who filed the complaint shall have an opportunity to address the City Council regarding the complaint. Then, the party complained against shall have an opportunity to address the complaint. Then the remaining City Council shall deliberate on the complaint until the question is called. If the city council determines by majority vote that any member of the City Council has violated any of the rules promulgated herein, the council shall direct the City Attorney prepare a Resolution of Censure and such Resolution of Censure, which shall be read out loud for consideration, and shall be read out loud again upon passage, and upon passage, shall be posted on all city social media accounts and on the landing page of the City's website where it shall remain for 60 days. Further, the Resolution shall have one final reading at the beginning of the next regular city council meeting after passage. The content of a censure resolution must be approved by a two-thirds vote of all the councilmembers unaffected by the censure. Such censure shall include public criticism and admonition for violating these rules applicable to City Councilmembers. Any action which brings cause for the City Council to reasonably believe that a violation of the Texas Public Information Act has also occurred by any City Councilmember will be submitted to the Tarrant County District Attorney's Office for review.

Section 5 - DUTIES AND PRIVILEGES OF COUNCIL MEMBERS

5.1. Seating Arrangement

The Mayor shall determine seating of the Council Members.

5.2. Conflict of Interest

A City Council Member prevented from voting by a conflict of interest, shall not vote on the matter, shall not participate in discussions regarding the matter or attempt to influence the Council's deliberation of the matter in any way, shall not attend executive meetings regarding the matter, and shall otherwise comply with the state law and city ordinances to include the City's Ethics Ordinance concerning conflicts of interest including Chapter 171 of the Local Government Code, as now or hereafter amended.

5.3. Voting

Voting, except on procedural motions, shall be accomplished by show of hands of members of the Council or by lighting/electronic device reflecting the ayes and nays. Tabulation of the voting by the Council vote shall be announced in open meetings by the Mayor or his or her duly appointed representative. All members of the Council may have one vote and only one vote on each item and issue. Four (4) members of the Council, excluding the mayor, shall constitute a quorum. In the event that there are vacancies on the Council, the quorum shall be reduced by the number of vacancies existing. No action by the Council shall be valid unless adopted by the affirmative vote of at least three of those members attending any meeting at which there is a quorum present. [City Charter§ 3.09 (c) and as amended].

A Member of the Council may vote to abstain or refuse to vote only on an issue or matter

that would create a conflict of interest for that Council Member as defined by State or Local Law(s).

5.4. City Council Liaisons

- a. The City Council may appoint its members to serve as City Council Liaisons ("Liaisons") between the City Council and the various City boards, commissions, associations, corporations, and other City related organizations and entities ("Entity"). The Liaisons will serve in an advisory capacity and provide guidance, counsel, and communication between the City Council and the Entity. ~~Liaisons are encouraged to attend the meetings of their appointed Entity.~~ Attendance by liaisons is mandatory. Each liaison is responsible to find a qualified replacement if unable to attend.
- b. Liaisons shall be appointed by the Mayor with the approval of the City Council for a term of one year, and for other periods deemed necessary and in the best interest of the City. Appointments shall be made at the regular City Council meeting in June of each year, or any other time a liaison appointment becomes necessary and is in the best interest of the City. The City Council may, with just cause, remove a Liaison by majority vote.
- c. In the event of a vacancy the Mayor shall appoint a new Liaison member for the unexpired term, subject to the approval of the City Council. If the Mayor fails to make an appointment to fill any vacancy within sixty (60) days from the date of the vacancy or expiration, the remaining members of the City Council may, by majority vote, make an appointment without the Mayor's recommendation.
- d. Liaisons shall not preside over the Entity meetings or vote on any matter that comes before the Entity but shall have the right to fully participate in all discussions of matters that come before the respective Entity.
- e. At no time shall the Liaison act outside the scope of the City of Watauga Home Rule Charter.

5.5. Council Member representation and responsibilities at Federal, State, and local events and functions.

- a. Council Members desiring to represent the City at events and functions shall do so in professional and respectful manner to ensure the reputation of the City of Watauga isn't negatively impacted by his/her actions while attending the event or function.
- b. Council Members are required to RSVP to the City Secretary's Office prior to the deadline provided for the event ~~for~~ or function.
- c. Fees for attendance at events and functions representing the City will be paid by the City for the Council Member only. Should a Council Member's spouse attend the event or function with the Member, it shall be at the sole expense of the Council Member.
- d. If a Council Member fails to attend an event or function for which an RSVP was provided and fee was paid by the City and further fails to notify the Mayor, the City Manager or City Secretary's Office with sufficient time to identify and secure a suitable replacement, the Member shall be responsible for reimbursing the City for any and all fees paid on behalf of the Member to attend the event or function.

5.6. Council Interview Committee

- a. The City Council shall select no more than three (3) members of the seated City Council to serve on an Interview Committee for the purposes of interviewing candidates volunteering to serve on the various boards, committees, and commissions of the City.

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An interview committee composed of three members of the city council shall be appointed by the mayor for a term of one year (October 1 through September 30)

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~~The Committee shall be established annually following the general election.~~

Commented [AM3]: Conflicts with charter. See above

- ~~d. The Committee shall consult with the Council Liaison(s) assigned to the specific board, committee or commission and the chairperson for that board, committee, or commission prior to recommending reappointment for consideration by the City Council.~~

I believe this was changed/removed with updates to chapter 6.

Section 6 - CHAIR AND DUTIES

6.1. Chair

The Mayor, if present, shall preside as Chair at all meetings of the City Council. In the absence of the Mayor, the Mayor Pro-Tern shall preside as Chair. In the absence of both the Mayor and Mayor Pro-Tern, the remaining City Council Members shall designate one member of the City Council as to act as chair and preside for that meeting.

6.2. Preservation of Order

The Chair shall preserve order and decorum, call upon the Police Chief or designated law enforcement officer, present at the meeting, as necessary to enforce compliance with the rules, and confine members in debate to the question under discussion. It is the responsibility of the Chair to keep the comments of Council Members on topic during public meetings.

Section 7 - ORDER OF BUSINESS

7.1. Regular and Special Meetings

Regular and Special meetings will generally adhere to the following agenda:

1. Workshop Meeting (as needed)
2. Call to Order
3. Roll Call
4. Invocation
5. Pledge of Allegiance (United States and Texas Flags)
6. Announcements
7. Presentations
8. Public Comment
9. Reports- The Reports portion of the agenda will be for the City Council to receive reports from City staff, consultants, City Council Liaisons, or other individuals.

- 10. Consent Agenda** (if necessary)
- 11. Public Testimony for Action Items**
- 12. Public Hearings/Action** (if necessary)
- 13. Action Items** (if necessary)
- 14. Items for Future Agendas**

15. Executive Session/Meeting (if necessary)

16. Adjournment

7.02 Announcements

The Announcements section of the agenda is to allow members of the City Staff or City Council to make a public statement about an upcoming event(s) of interest to the citizens of Watauga, or to make a statement of recognition for a person, or group, that is not the subject of a presentation. There is no discussion or action to be taken on announcements.

7.3. Addressing the City Council*

Members of the public are invited and encouraged to attend all public meetings of the City Council that are not closed to the public in accordance with the Texas Open Meetings Act. It is the desire of the City Council that citizens actively participate in the City's governance system and processes. Public input to the City Council is encouraged during the Public Comment, Public Hearings, or as Public Testimony before Action Item sections of a meeting agenda. Individuals desiring to speak during Public Comment shall be called upon to speak only after completing a Request to Speak form attached hereto as Annex D. The Request to Speak form for Public Comment shall be submitted to the administrative staff prior to speaking. Individuals desiring to speak on an agenda item or during a public hearing shall submit the Request to Speak form prior to the introduction of Public Testimony by the Chair. Once the form is received by administrative staff, the individual shall be recognized and called upon by the Chair prior to speaking. Any public testimony must occur prior to formal action being taken by the Council. The Chair shall have the power to suspend citizen comments at any time during the meeting to preserve the order and the efficiency of the meeting. Reasonable time limitations may be placed on public input by the presiding officer to conduct an efficient and effective public meeting.

*Any individual who is unable to physically stand shall be provided an accommodation to be recognized by the Chair ~~so that they may be recognized~~ and allowed to speak.

a. Public Comment Section

If speaking for an organization or group, the speaker should identify the group represented. If speaking during Public Comment (for matters *not* posted on that particular meeting's agenda), members of the City Council and Staff may only provide a statement of factual information in response to the inquiry or recite existing policy in response (e.g., to correct a factual misstatement made by the citizen or provide factual information requested by the citizen). Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a future meeting. If necessary, the Chair will task the City Manager to respond to the citizen and report back to the City Council as soon as practicable. Such report to the City Council shall not constitute a meeting called by the City Council nor shall it constitute deliberation or formal action.

Individual citizens addressing the City Council during Public Comment shall not exceed three (3) minutes in their comments; however, the Chair may extend or reduce the speaker's allotted time in order to conduct an efficient and effective public meeting. The time allotted shall not be donated to others desiring to speak. Public Comment is not established to

engage in a conversation with the Council and no formal Council action will be taken.

b. Public Testimony During Action Items

Only those persons who submit a completed Request to Speak form prior ~~to the Public Testimony portion of the meeting~~ ~~agenda item being introduced by the Chair~~ will be allowed to speak on agenda items set for action (this doesn't include presentations or reports). The Chair shall ask each person requesting to speak to approach the podium when called to speak. Speaker's time shall generally not exceed three (3) minutes in their comments and all comments must be germane to the specific agenda item being discussed; however, the Chair may extend or reduce the speaker's allotted time. Speakers shall not be permitted to donate their time to other speakers. Members of the City Council may ask questions or discuss the item directly with the citizen during the citizen's testimony if necessary. Any discussion between a Council member and the citizen will not count toward the time limit and Council Members are encouraged not to speak until the citizen has first utilized their allocated time.

c. Public Testimony During Public Hearings

Public Hearings by their very nature are designed for public input. All citizens that wish to speak at a Public Hearing will be asked to complete a request to speak form. That form can be completed prior to the meeting or during the meeting but must be completed prior to the conclusion of the Public Hearing. No further public comments or testimony will be accepted once the Public Hearing has been closed by the Chair. When prompted by the Chair, each person requesting to speak and that submitted a completed Request to Speak form prior to the opening of the public hearing shall approach the podium to speak when called upon by the Chair. Individuals addressing the City Council shall not exceed their allotted time limit when making their comments; however, the Chair may extend or reduce the speaker's allotted time to conduct an efficient and effective public meeting. Speakers shall not be permitted to donate their time to other speakers. If an individual speaks during the public hearing on the same matter that appears on the Action Items section of the agenda, shall only provide comments not previously provided during the public hearing.

Section 8 - RULES SUSPENSION

Any provision of these rules not governed by the City Charter, City Code, or state law may be suspended by a two-thirds vote of the members of the City Council present. The vote on any such suspension shall be taken by "Aye" and "Nay" votes and entered upon the record.

ANNEX A

Fundamental Principles of Parliamentary Law

The Mayor, Council Members, City Manager, City Attorney, City Secretary, and City staff members appearing before the various meetings of the Watauga City Council should become familiar with following rules and customs:

1. All members have equal rights, privileges, and obligations; rules must be administered impartially.
2. The minority has rights, which must be protected.
3. Full and free discussions of all motions, reports, and other items of business is a right of all members.
4. In doing business the simplest and most direct procedure should be used.
5. Logical precedence governs introduction and disposition of motions.
6. Only one question can be considered at a time.
7. Members may not make a motion or speak in debate until they have been recognized by the chair and thus have obtained the floor.
8. No member may speak a second time on the same question if anyone who has not spoken on that question wishes to do so.
9. Members must not attack or question the motives of other members. Customarily, all remarks are addressed to the presiding officer.
10. In voting, members have the right to know at all times what motion is before the assembly and what affirmative and negative votes mean.
11. The majority vote decides. This is a fundamental concept of democracy.
12. All meetings will be characterized by fairness and good faith.

ANNEXB

The Chief Purposes of Motions

PURPOSE	MOTION
Present an idea for Discussion and action	Main motion Resolution Consider informally
Improve a pending motion	Amend Division of question
Regulate or cut off debate	Limit or extend debate Close debate
Delay a decision	Refer to committee Postpone to a certain time Postpone temporarily Recess Adjourn
Meet an emergency	Question of privilege Suspend rules
Gain information on a pending motion	Parliamentary inquiry Request for information Request to ask a member a question Question of privilege
Question the decision of the presiding officer	Point of order Appeal from decision of the chair
Enforce rights and privileges	Division of assembly Division of question Parliamentary inquiry Point of order Appeal from decision of the chair
Consider a question again	Resume consideration Reconsider Rescind Renew a motion Amend a previous action Ratify
Change an action already taken	Reconsider Rescind Amend a previous action
Terminate a meeting	Adjourn Recess

ANNEXC

Parliamentary Strategy

To Support a Motion	To Oppose a Motion
1. Second it promptly and enthusiastically. 2. Speak in favor of it as soon as possible. 3. Do your homework; know your facts; have handouts, charts, overhead projector slides, etc. if appropriate. 4. Move to amend motion, if necessary, to make it more acceptable to proponents. 5. Vote against motion to table or to postpone unless delay will strengthen your position. 6. Move to recess or postpone, if you need time to marshal facts or work behind the scenes. 7. If defeat seems likely, move to refer to committee, if that would improve chances. 8. If defeat seems likely, move to divide question, if appropriate, to gain at least a partial victory. 9. Have available a copy of the rules of procedure, City Charter, and <i>Robert's Rules of Order, Newly Revised</i>, most recent edition, in case of a procedural dispute. 10. If motion is defeated, move to reconsider, if circumstances warrant it. 11. If motion is defeated, consider reintroducing it at a subsequent meeting.	1. Speak against it as soon as possible. Raise question; try to put proponents on the defensive. 2. Move to amend the motion so as to eliminate objectionable aspects. 3. Move to amend the motion to adversely encumber it. 4. Draft a more acceptable version and offer as amendment by substitution. 5. Move to postpone to a subsequent meeting. 6. Move to refer to committee. 7. Move to recess if you need time to round up votes or obtain more facts. 8. Question the presence of quorum, if appropriate. 9. Move to adjourn 10. On a voice vote, vote emphatically. 11. If the motion is adopted, move to reconsider, if you might win a subsequent vote. 12. If the motion is adopted, consider trying to rescind it at a subsequent meeting. 13. Have available a copy of the rule of procedure, City Charter, and <i>Robert's Rules of Order, Newly Revised</i>, most recent edition, in case of a procedural dispute.

ANNEX D

REQUEST TO SPEAK FORM

PUBLIC COMMENT, PUBLIC TESTIMONY, AND PUBLIC HEARING:

Public Comment and Testimony during City Council Meetings provide citizens an opportunity to make comments, provide testimony or present information to the City Council. All comments must be directed to the City Council and not an individual Council Member or City Staff. Council **may only provide statements of fact** on issues raised during Public Comment and may direct the City Manager to resolve or request the matter be placed on a future agenda. Public comments shall not include any "deliberation" as defined by Chapter 551 of the Government Code, as now or hereafter amended.

Speakers are limited to three (3) minutes and time shall not be donated to other speakers.

After submitting the completed Request to Speak form and submitting to the City Administrative staff, you will be recognized by the Chair to speak. You may approach the speaker's podium and begin comments.

Please complete the information on the form below and submit it to the City Secretary prior to the start of the Council Meeting for comments during Public Comment, Public Testimony or prior to the introduction of the item for comments during public hearings. Forms not submitted as required **will not** be accepted. (Check all that apply)

☐ Public Comment

☐ Public Hearing

☐ Public
Testimony

First Name	Last Name	
Address		Phone Number
Are you a resident and/or business owner in Watauga? ☐ Yes ☐ No		Date of Meeting

PUBLIC HEARING OR ACTION ITEM NUMBER(S) you wish to speak about:		
No.	No.	No.
Subject to be presented to the City Council:		