



**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 Chaplin 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 13th day of June, 2022

Signed: this 13th day of June, 2022

APPROVED:

Arthur L. Miner /s/

Arthur L. Miner, Mayor

ATTEST:

Linda Proskey /s/

Linda Proskey, City Secretary



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