



**MINUTES
WATAUGA CITY COUNCIL
REGULAR MEETING
CITY HALL COUNCIL CHAMBER,
7105 WHITLEY ROAD
MARCH 13, 2023
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
Lovie Downey
Pat Shelbourne
Tom Snyder
Andrew Neal
Malissa Minucci
Mark Taylor
Jan Hill

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

and
Joshua Jones
Linda Proskey
Joe
Sandra Gibson
Lana Ewell
Julie Rodriguez
Timothy Hamilton

City Manager
City Secretary

Director of Finance
Director of Library Services
HR/Civil Service Director
Parks and Community Services Director

INVOCATION

Pastor Mark Lofton, of Northside Nazarene Church, provided the invocation.

PLEDGE OF ALLEGIANCE

Mayor Miner led the pledge to the flags.

ANNOUNCEMENTS

Councilmember Neal reminded everyone of the concert in the park on Friday and added to adopt a pet at the Animal Service.

Mayor Miner announced the passing of former Councilmember Melva Clark.

PRESENTATION

Joshua Jones gave service awards to Jennifer Walls for five years, Randy Richards for 30 years, and James Dykes for ten years.

PUBLIC COMMENT

No Request for Public Comment

PUBLIC TESTIMONY FOR ACTION ITEMS

No Requests for public testimony were received.

CONSENT AGENDA

Mayor Miner read the following consent addenda items:

1. **Approval of proposed changes to the Watauga Public Library's Meeting Room Policy.**
2. **Consideration and approval of the Monthly Financial Report for the period ending January 31, 2023.**
3. **Consideration and approval of a purchase of replacement Panasonic mobile devices and accessories for Police Patrol vehicles from SHI Government.**
4. **Consideration and approval of Saturday, April 29, 2023, and Saturday, September 23, 2023, for the city-wide semi-annual garage sales and waiving the application requirement and permit fee.**
5. **Consider approval of the joint contract with Tarrant County Elections for the May 6, 2023, general election.**

Mayor Miner called for a Motion. Councilmember Hill made a motion to accept the item as presented. Mayor Pro Tem Downey seconded 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

1. **SUP.23-01: Public hearing to receive comments for or against a request for a specific use permit for the property established at 6600 Denton Highway Suite #200, Lot B2R, Block 4, of the Greenfield Village Addition, located north of Greenfield Drive east of Denton Highway and west of Chapman Road; and consider action on the final report recommending to Council to allow for a massage establishment in a General Business (GB) zoning district. Owner, Nikki Cee LLC. Applicant/agent, Josephine Bacon.**

Randy Richards Assistant Public Works Director presented the item. Applicant Josephine Bacon was present.

Mayor Miner opened the Public Hearing at 6:43 p.m.

There were no requests to speak.

Public Hearing was closed at 6:43 p.m.

Mayor Miner called for a Motion. Councilmember Taylor made a motion to accept the item as presented. Councilmember Shelbourne seconded 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

2. **SUP.23-02: Public hearing to receive comments for or against a request for a specific use permit, for property known as 6029 Plum St., Lot 2R, Block 9, of the Original Town of Watauga Addition, located north of Lamar Street south of Main Street and east of Denton Highway; and consider action on the final report recommending to Council to allow for a private school establishment in a General Business (GB) zoning district. Owner/applicant, ChristaCarol Jones.**

Randy Richards, Assistant Public Works Director, presented the item; ChristaCarol Jones was present.

Councilmember Neal asked what the ultimate enrollment that is being looked at is.

Ms. Jones said they are looking at 24, so it will be 12 per classroom, and they have two classrooms. But they could go to the state limit of 32 students.

Councilmember Minucci. She wanted to know the size of the building and where she was with her accreditation.

Ms. Jones said that the building is 1600 sq. feet and that the state requires 30 per student. She said she was in her first third of the accreditation and should have it by the end of the summer.

Mayor Miner opened the public hearing at 6:50 p.m.

There were no requests to speak.

Mayor Miner closed the public hearing at 6:50 p.m.

Mayor Miner called for a Motion. Councilmember Hill made a motion to accept the item as presented. Councilmember Neal seconded 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

ACTION ITEMS

1. Discuss and consider action to approve a resolution to accept the Annual Audit and Single Audit for the period October 1 - September 30, 2022.

Sandra Gibson, Director of Finance, introduced Jackie Gonzales, with the accounting firm Weaver to present the audit. Ms. Gonzales explained how the audit was performed and how the city did.

Councilmember Shelbourne asked about what caused the fee increases.

Gibson said that water consumption was the leading cause due to the hot summer.

Councilmember Minucci asked about Harvest Christian and why they were not listed as a principal employer.

Ms. Gibson said it is because they changed ownership.

Mayor Miner called for a Motion. Councilmember Hill made a motion to accept the item as presented. Councilmember Shelbourne seconded 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

Mayor Miner congratulated the finance department for receiving a certificate for excellence in financial reporting.

2. Consider action to award Landscape Maintenance RFP # 23-003 to MG Lawn & Landscape and Smith Lawn & Tree.

Timothy Hamilton, Director of Parks and Recreation, presented the item. Additional channel locations and cycles were added. The proposal is based and awarded on a three-year initial term with an option of renewal for two additional one-year periods. Councilmember Taylor asked about the services and if included plant replacement.

Mr. Hamilton stated it is separate and that they have requested the prices for replacing plants.

Councilmember Shelbourne asked how often the channels would be maintained and why the two bidders were picked.

Mr. Hamilton said the channels would be maintained nine times, and the companies were higher and lower in certain areas, so they awarded it to both to save money.

Councilmember Minucci wanted to know why one vendor that met the scoring and was lower in cost was not chosen.

Mr. Councilmember Minucci wanted to know why one vendor that met the scoring and was lower in cost was not chosen.

Hamilton stated that the plan they submitted was not a plan that would work for the city.

Mayor Miner called for a Motion. Councilmember Shelbourne made a motion to accept the item as presented. Councilmember Minucci seconded 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

3. Discuss and consider action to approve the Community Development Block Grant (CDGB) 48th Year Emerson Drive Water System Improvements - Construction Bid Acceptance.

Paul Hackleman, Director of Public Works, presented this item Water Main replacement along Emerson Drive from Whitley Road to Maurie Drive. A public hearing, which confirmed the project, was held by the City Council on April 11, 2022. Therefore, this item is to accept the bid.

Mayor Miner called for a Motion. Councilmember Neal made a motion I move to accept the bid from Atkins Brothers Equipment Company, Inc. for construction of the Emerson Dr. Water System Improvements project in the amount of Three Hundred Three Thousand Five Hundred Seventy-Eight Dollars and No Cents. Watauga's pledge above and beyond Tarrant County's grant is One Hundred Thirty-Four Thousand Two Hundred Fifty-One Dollars and No Cents Councilmember Minucci seconded the motion. Mayor Miner called for a vote. Councilmember Hill seconded the motion.

Motion carried 7-0-0-0.

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

ITEMS FOR FUTURE AGENDAS

There were no items for future agendas.

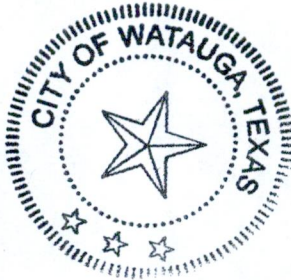
ADJOURNMENT

Mayor Miner adjourned the meeting at 7:22 pm

Approved: this 10th day of April, 2023

Signed: this 12th day of April, 2023

ATTEST: [Signature]
Linda Proskey /s/
Linda Proskey, City Secretary



APPROVED:

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

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