



**MINUTES
WATAUGA CITY COUNCIL
WORKSHOP MEETING
CITY HALL COUNCIL CHAMBER,
7105 WHITLEY ROAD
February 13, 2023
5:30 PM**

CALL TO ORDER

Mayor Arthur L. Miner called the meeting to order at 5:30 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 (Absent with notice)
Council Member Place 4
Council Member Place 5
Council Member Place 6
Council Member Place 7

and
Joshua Jones
Linda Proskey
David Berman
Sandra Gibson
Deby Woodard
Julie Rodriguez
Timothy Hamilton
Benjamin Davis
Paul Hackleman

City Manager
City Secretary
City Attorney
Director of Finance
Assistance Director of Finance
HR/Civil Service Director
Parks and Community Services Director
Grants and Recognition Program Manager
Director of Public Works

ANNOUNCEMENTS

No announcements were made.

PUBLIC COMMENT

No requests for public comments were received.

PUBLIC TESTIMONY FOR ACTION ITEMS

No Requests for public testimony were received.

PRESENTATION

1. Update on ARPA Projects and Leave Liability Reduction Plan

Sandra Gibson, Director of Finance, opened the presentation by giving the background of the ARPA funds and how the presentation will be presented. Then, she turned the presentation over to Ben Davis, the Grants and Recognition Program Manager, to go through the programs. Ben Davis spoke about the following projects and their status.

- Water and Wastewater project on Summertime Lane. The project has yet to start but is expected to go out for bids in March 2023. He also stated that the project may exceed the budget based on recent bids.
- Park Vista Storm Water Rehabilitation This project has not started. It is to improve and extend stormwater infrastructure and expand useful parkland. The request for qualifications engineering is expected to be completed in March 2023.
- Lead Pipe Identification has yet to start. The Public Works Director is working with the City of Fort Worth on information about providing this service. This project will bring the city into compliance with the EPA requirements.
- Restoring Personnel Positions, some positions are filled. The Finance Director will discuss using some of this allocation to fund the leave liability program.
- Leave Bank Liability Reduction has been initiated and worked as expected. However, additional funds could go to this project.
- Appreciation Pay was distributed in August 2022.
- Position Funding went to fund the HR Generalist and Grants Fund Manager positions.
- Police Special Unit Program. Retention tool to allow officers to join the North Richland Hills SWAT while furthering their careers with Watauga. There have been three applications to date.
- Recruitment and Retention Incentives. None of the funds have been used and are being proposed to buy down the leave liability program. The police department has been unable to hire due to a lack of qualified applicants.
- The Public Works generator purchase order was placed in November 2022. The site is being prepared.
- Personal Protective Equipment for the Fire Department purchase has been approved, and a purchase order has been issued.
- Remote Access Devices This is for 5 Dell laptops. The purchase order was placed, and units were received in December 2022
- Cybersecurity Enhancements are three software packages the IT department wants to implement by December 2024.
- Single Audit and software for grant compliance has been received, and the launch is in progress.
- Municipal Court Software Enhancements This is to improve the efficiency of the court processes. Electronic signatures will be available for virtual court; an attorney portal will

be available, as well as other features. The software should be implemented by April 2023.

- City Wide Sanitizer Stations. A purchase order was issued in December of 2022 for ten stations.

Sandra Gibbons gave an update on the leave liability reduction plan. The optional vacation sell back program for employees, excellent participation reducing the leave liability by 771,000. Also, new policies were impacted in January that put new max limits on accrual in vacation and compensatory time. Also proposed changes in the payout for sick leave for general employees which will go to council tonight. Also, proposing reallocation of some of the ARPA funds where there were some savings in other projects.

Mark Taylor asked why we budgeted the amount we did in recruitment and retention and what was the thought in asking for that amount in the first place and will the positions still be needed?

Sandra Gibson said that we had many personnel openings, and we would need them as other cities were offering incentives. The positions will still need to be filled and we may need incentives, but because of the savings in the regular operations budget we are able use those funds.

Councilmember Minucci wanted to know if there will be an update on the projects as they are completed.

Sandra Gibson said that they will be doing a quarterly.

2. Discuss implementing an annual or semi-annual city-wide garage sale.

Councilmember Hill said that two Citizen's Focus Group members asked for and several agreed about requesting a City-Wide garage sale. They believe that there might be more traffic for people who want to have garage sales, and they would be more successful.

Councilmember Minucci asked if the citizens said where they wanted this garage sale do they want one area like a parking lot or at their homes. Also, did they suggest dates or days?

Councilmember Hill said that they wanted them at their homes. They wanted to see if this could be done.

Councilmember Shelbourne noted that the concept sounds interesting.

City Manager Jones said that in the cities he has served in, they had semi-annual garage sales; it is easy to use city platforms for advertising these sorts of things. They also have waived the fees for those weekends, and it has worked well as long as you have some parameters.

Councilmember Downey said she would like the fees waived that weekend and thinks it is a great idea.

Councilmember Taylor asked about our ordinance restricting the amount of garage sales a resident can have.

City Attorney Berman said yes, we have an ordinance that requires permits and set fees and limits the citizens to four garage sales per year.

Paul Hackleman suggested we also waive the permits.

Councilmember Hill asked if we don't do a permit would it count as one of the four sales per year they have because we won't have a record of it?

Mayor Miner recommended turning it over to staff to present a report by the next meeting.

ADJOURNMENT

Mayor Miner adjourned the meeting at 5:57 pm

Approved: this 8th day of May, 2023

Signed: this 9th day of May, 2023

APPROVED:

[Redacted Signature]

Arthur L. Miner, Mayor

ATTEST: [Redacted Signature]

Linda Proskey, City Secretary



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