



AGENDA
WATAUGA CHARTER REVIEW COMMISSION
REGULAR MEETING
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
FRIDAY, NOVEMBER 17, 2023
6:00 PM

CALL TO ORDER

ROLL CALL

ANNOUNCEMENTS

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

ACTION ITEMS

1. Discuss and consider action on concerns, possible assignments, additions, deletions, and amendments to the City of Watauga's Charter.
2. Consider approval of the minutes for September 8 and 22 and October 13 and 27, 2023, Charter Review Commission meeting
3. Consider the date and time of the next Charter Review Meeting.

ADJOURNMENT

NOTICE

CITY COUNCIL MEMBERS MAY BE IN ATTENDANCE, AND A QUORUM OF CITY COUNCIL MEMBERS MAY BE PRESENT. NO VOTE, ORDER, DECISION, OR OTHER ACTION WILL BE TAKEN BY CITY COUNCIL MEMBERS ON ANY CITY BUSINESS DURING THE MEETING.

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 FOR FURTHER INFORMATION.

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 November 10, 2023, before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.


Linda Proskey, City Secretary





MINUTES
WATAUGA CHARTER REVIEW COMMISSION
REGULAR MEETING
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
SEPTEMBER 8, 2023
6:00 PM

CALL TO ORDER

Chairperson Kip Woodruff called the meeting to order at 6:11 p.m.

ROLL CALL

Kip Woodruff	Chairperson, Place 7
Jillian Giles	Place 1
Jan Hill	Place 2
Cristy Blackburn	Place 3
Lindsey Neal	Secretary, Place 4
Arthur Miner	Place 5
Robert Minucci	Place 6

And

Mark Taylor Council Liaison

ANNOUNCEMENTS

There were no announcements.

PUBLIC COMMENT

There were no requests for public comment.

PUBLIC TESTIMONY FOR ACTION ITEMS

There were no requests for public testimony.

ACTION ITEMS

- 1. Discuss and consider action to select Charter Review Commission officers:**
 - A. Chairperson**
 - B. Vice Chairperson**
 - C. Secretary**
 - A. Lindsey Neal nominated Kip Woodruff for Chairperson. Jan Hill seconded the nomination.

Hearing no other nominations, Chairperson Woodruff called for a vote.

Nomination passed 7-0-0-0

Ayes, Woodruff, Giles, Hill, Blackburn, Neal, Miner, Minucci

Nays: None

Abstain: None

|Absent: None

B. Lindsey Neal nominated Jillian Giles for Vice Chairperson. Jan Hill seconded the nomination.

Hearing no other nominations, Chairperson Woodruff called for a vote.

Nomination passed 7-0-0-0

Ayes, Woodruff, Giles, Hill, Blackburn, Neal, Miner, Minucci

Nays: None

Abstain: None

|Absent: None

C. Jan Hill nominated Lindsey Neal for Secretary. Art Miner seconded the nomination.

Hearing no other nominations, Chairperson Woodruff called for a vote.

Nomination passed 7-0-0-0

Ayes, Woodruff, Giles, Hill, Blackburn, Neal, Miner, Minucci

Nays: None

Abstain: None

|Absent: None

2. Consider the approval of the July 30, 2019, and the August 17, 2023, Charter Review Commission Meeting minutes.

Jan Hill made a motion to approve the item as presented. Cristy Blackburn seconded the motion.

Motion carried 7-0-0-0

Ayes, Woodruff, Giles, Hill, Blackburn, Neal, Miner, Minucci

Nays: None

Abstain: None

|Absent: None

3. The committee will discuss and consider possible action on assignments, additions, deletions, and amendments to the Watauga City Charter.

Art Miner would like to see the following items addressed: Council terms changing to 4-year terms; this will save the city on the costs of elections. The current requirement is that the City Manager must live within the city

limits. Attendance of the council and boards. He also would like to look at Article IX Municipal Finance.

Jan Hill would like to look at the form of government, strong mayor, and election terms and review some currently used language.

Mark Taylor feels sections 3.01, 3.05, 3.09, 7.00, 11.01, and 13.05 all need to be addressed.

Kip Woodruff would like section 7.07 reviewed.

The board discussed how they wanted the process to go. It was decided that the committee would submit their concerns with the current Charter to the City Secretary so she could compile them before the next meeting.

4. Discuss and Consider action to schedule the next Charter Review Commission Meeting.

The board discussed and decided on the next meeting on Friday, September 22, 2023, at 6:00 pm.

Kip Woodruff made a motion to hold the next meeting on Friday, September 22, 2023, at 6:00 pm. Cristy Blackburn seconded the motion. Motion carried 7-0-0-0

Ayes, Woodruff, Giles, Hill, Blackburn, Neal, Miner, Minucci
Nays: None
Abstain: None
Absent: None

Chairperson Woodruff reminded the board what to do before the next meeting. He also asked everyone to email suggestions to the City Secretary the week before the next meeting.

ADJOURNMENT

Kip Woodruff, Chairperson adjourned the meeting at 6:10 pm

Approved: this _____ day of _____, 2023

Signed: this _____ day of _____, 2023

APPROVED:

Kip Woodruff, Chairperson

ATTEST:

Lindsey Neal, Secretary



MINUTES
WATAUGA CHARTER REVIEW COMMISSION
REGULAR MEETING
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
SEPTEMBER 22, 2023
6:00 PM

CALL TO ORDER

Chairperson Kip Woodruff called the meeting to order at 6:04 p.m.

ROLL CALL

Kip Woodruff	Chairperson, Place 7
Jillian Giles	Place 1
Jan Hill	Place 2
Cristy Blackburn	Place 3
Lindsey Neal	Secretary, Place 4
Arthur Miner	Place 5
Robert Minucci	Place 6
And	
Mark Taylor	Council Liaison
Andrew Neal	Council Member, Place 4
Malissa Minucci	Council Member, Place 5 – entered 6:35 pm

ANNOUNCEMENTS

There were no announcements.

PUBLIC COMMENT

There were no requests for public comment.

PUBLIC TESTIMONY FOR ACTION ITEMS

There were no requests for public testimony.

RECESSED

Chairperson Woodruff recessed the meeting at 6:09 pm.

RECONVENED

Chairperson Woodruff reconvened the meeting at 6:15 pm.

ACTION ITEMS

1. The committee will discuss and consider action on concerns, possible assignments, additions, deletions, amendments to the City of Watauga's Charter.

Mark Taylor desires changes to:

- a. Sec. 301 Change to 3-year terms for council members to have two elections in three years.
- b. Sec. 305 Clarify the section on meeting absences.
- c. Sec. 3.07 (k) Regulate, license, and fix the charges or fares made by any person, firm, or corporation owning, operating, or controlling any vehicle of any character used for the carrying of passengers for hire or the transportation of freight for hire on the public streets and alleys of the city.

There was a brief discussion between Mr. Taylor and Mr. Miner over Apartments and the last city manager.

Arthur Miner wants the following sections reviewed:

- a. Sec. 301 Council terms, change them to 3 or 4 years.
- b. Sec 305 Clarify absences for board and council meetings.
- c. 7.06 Residency requirements for city manager.

Kip Woodruff would also like to review:

- a. 7.06, Residency requirements for city manager.

Cristy Blackburn would like to review the following sections:

- a. Sec. 3:05 Vacancies; forfeiture of office; filling of vacancies. She suggests two consecutive meetings.
- b. 7.06 Residency requirements for city manager.

Jillian Giles would like the following sections discussed and reviewed:

- a. Sec. 3.02 (g) Shall have not been finally convicted of a felony offense or a misdemeanor offense involving moral turpitude from which the person had not been pardoned or otherwise released from the resulting disability. For purposes of this Home Rule Charter, a crime of moral turpitude shall mean a criminal offense involving fraud, deceit, dishonesty, or a criminal offense that is inherently immoral. Ms. Giles is looking for the legal definition.
- b. Sec 3.07 (i) Adopt, modify, and carry out plans for the clearance of slum districts and rehabilitation of blighted areas.
- c. Sec. 3.07 (k) Regulate, license, and fix the charges or fares made by any person, firm, or corporation owning, operating, or controlling any

vehicle of any character used for the carrying of passengers for hire or the transportation of freight for hire on the public streets and alleys of the city. Questions on Amazon, Lift, Uber, and similar services.

- d. Sec. 3.08 (a) Holding other office.
- e. Sec. 7.06 Residency requirements for city manager.
- f. Would like to discuss the transparency of the city manager.
- g. Sec. 11.01 The planning and zoning commission.
- h. Sec. 14.03 Nepotism
- i. Sec. 14.14 Conflict of interest

Board members Lindsey Neal, Robert Minucci, and Jan Hill stated that prior members already mentioned their concerns.

Arthur Miner have the City Attorney look at the sections they want reviewed. Which are:

- a. 3.01
- b. 3.05
- c. 3.02 (g)
- d. 3.07 (k)
- e. 3.08 (a)
- f. 7.06
- g. Transparency/clause
- h. 14.03 Nepotism "office" "appoint."

2. Discuss and Consider action to schedule the next Charter Review Commission Meeting.

The board discussed and decided for the next meeting on Friday, October 13, 2023, at 6:00 p.m.

Lindsey Neal motioned to hold the next meeting on Friday, October 13, 2023, at 6:00 p.m. Jillian Giles seconded the motion.

Motion carried 7-0-0-0

Ayes, Woodruff, Giles, Hill, Blackburn, Neal, Miner, Minucci

Nays: None

Abstain: None

|Absent: None

ADJOURNMENT

Kip Woodruff, Chairperson adjourned the meeting at 7:15 pm

Approved: this _____ day of _____, 2023

Signed: this _____ day of _____, 2023

APPROVED:

Kip Woodruff, Chairperson

ATTEST:

Lindsey Neal, Secretary



MINUTES
WATAUGA CHARTER REVIEW COMMISSION
REGULAR MEETING
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
OCTOBER 13, 2023
6:00 PM

CALL TO ORDER

Chairperson Kip Woodruff called the meeting to order at 6:05 p.m.

ROLL CALL

Kip Woodruff	Chairperson, Place 7
Jillian Giles	Place 1 (Absent with Notice)
Jan Hill	Place 2
Cristy Blackburn	Place 3
Lindsey Neal	Secretary, Place 4
Arthur Miner	Place 5
Robert Minucci	Place 6 – Arrived at 6:09 pm (notice was given)

And

Mark Taylor	Council Liaison
Malissa Minucci	Council Member, Place 5
David Berman	City Attorney

Also in attendance

Andrew Neal	Council Member, Place 4
Stan Hill	Board Member on Parks/BOA

*A Possible Quorum was posted for this meeting.

ANNOUNCEMENTS

There were no announcements.

PUBLIC COMMENT

There were no requests for public comment.

PUBLIC TESTIMONY FOR ACTION ITEMS

There were no requests for public testimony.

ACTION ITEMS

1. Discuss and consider action on concerns, possible assignments, additions, deletions, and amendments to the City of Watauga's Charter.

The following sections were discussed.

- Sec. 3.01. - Number, selection, term of the governing body.
- Sec. 3.02. - Qualifications.
- Sec. 3.04. - Compensation.
- Sec. 3.05. - Vacancies; forfeiture of office; filling of vacancies.
- Sec. 3.06. - Mayor and mayor pro tem.
- Sec. 3.07. - Specific powers of the council.
- Sec. 3.08. - Prohibitions.
- Sec. 6.02. - Initiative.
- Sec. 7.01. - City manager.
- Sec. 7.02. - City secretary.
- Sec. 7.06. - Residency requirements for city manager, department heads and employees.
- Sec. 8.02. - Judge of the municipal court.
- Sec. 11.01. - The planning and zoning commission.
- Sec. 14.03. - Nepotism.
- Sec. 14.17. - Charter to become effective notwithstanding some section or portion thereof being valid.

The board discussed and decided for the next meeting on Friday, October 27, 2023, at 6:00 p.m.

2. Consider Approval of the September 8 and 22, 2023 meeting minutes.

Minutes were not approved and will be placed on next agenda.

ADJOURNMENT

Kip Woodruff, Chairperson adjourned the meeting at 7:34 pm

Approved: this _____ day of _____, 2023

Signed: this _____ day of _____, 2023

APPROVED:

Kip Woodruff, Chairperson

ATTEST:

Lindsey Neal, Secretary



MINUTES
WATAUGA CHARTER REVIEW COMMISSION
REGULAR MEETING
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
OCTOBER 27, 2023
6:00 PM

CALL TO ORDER

Chairperson Kip Woodruff called the meeting to order at 6:04 p.m.

ROLL CALL

Kip Woodruff	Chairperson, Place 7
Jillian Giles	Place 1 (Absent with Notice)
Jan Hill	Place 2
Cristy Blackburn	Place 3
Lindsey Neal	Secretary, Place 4
Arthur Miner	Place 5
Robert Minucci	Place 6 – Arrived at 6:09 pm (notice was given)

And

Mark Taylor	Council Liaison
Malissa Minucci	Council Member, Place 5
David Berman	City Attorney

Also in attendance

Pat Shelbourne	Council Member, Place 1
Andrew Neal	Council Member, Place 4
Stan Hill	Board Member on Parks/BOA

*A Possible Quorum was posted for this meeting.

ANNOUNCEMENTS

There were no announcements.

PUBLIC COMMENT

There were no requests for public comment.

PUBLIC TESTIMONY FOR ACTION ITEMS

There were no requests for public testimony.

ACTION ITEMS

1. Discuss and consider action on concerns, possible assignments, additions, deletions, and amendments to the City of Watauga's Charter.

a. The members discussed Sec. 7:06 residency requirements for the City Manager. They narrowed it down to two options. Council Liaison Mark Taylor said the options are: 1. The City Manager must reside in the City of Watauga. 2. The City Manager must reside in the County of Tarrant.

Board Member Blackburn said she would like it within 15 miles of the city.

Board Member Hill would like it to be within the city limits.

Board Member Neal would like it to be within the city limits.

Board Member Miner said option 2

Board Member Woodruff said option 2

Board Member Minucci said option 2.

Mark Taylor mentioned the problems a previous City Manager had.

Board Member Miner said he would want something in writing with stipulations.

Board Member Hill made a motion to do a 12-month termination if the requirement is not met. Board Member Blackburn seconded the motion.

Motion Passed

Yes: Minucci, Neal, Miner, Blackburn, Hill, Woodruff

No: 0

Abstained: 0

Absent: Giles

a. Sec. 3:09 There was a discussion on what constitutes a personal emergency. Also, they discussed how many meetings can be missed.

Board Member Blackburn made a motion to accept the change of 3 consecutive absences. Board Member Hill seconded the motion.

Motion Passed

Yes: Minucci, Neal, Miner, Blackburn, Hill, Woodruff

No: 0

Abstained: 0

Absent: Giles

b. The board discussed the changes the attorney suggested to the following sections.

Sec. 3.05. – Vacancies; forfeiture of office; filling of vacancies.

Sec. 11.01. - The planning and zoning commission.

Sec. 12.02. - Franchise; power of the council.

Sec. 13.01. - Charter adoption.

Sec. 14.03. - Nepotism.

Sec. 14.04. - Official bond for city employees.

Sec. 14.05. - Claims against the City.

Board Member Neal made a motion to accept the change suggested by the city attorney. Board Member Hill seconded the motion.

Motion Passed

Yes: Minucci, Neal, Miner, Blackburn, Hill, Woodruff

No: 0

Abstained: 0
Absent: Giles

c. There was a discussion on the need for the Charter Review Board

Board Member Hill made a motion to review the Bi-Laws of the board. Board Member Neal seconded the motion.

Motion Passed
Yes: Minucci, Neal, Miner, Blackburn, Hill, Woodruff
No: 0
Abstained: 0
Absent: Giles

2. Discuss and consider action to schedule the next Charter Review Commission meeting.

The board discussed and decided for the next meeting on Friday, November 17, 2023, at 6:00 p.m.

Board Member Blackburn made a motion to hold the next meeting on Friday, November 17, 2023, at 6:00 p.m. Board Member Neal seconded the motion.

Motion carried 7-0-0-0

Ayes, Woodruff, Giles, Hill, Blackburn, Neal, Miner, Minucci
Nays: None
Abstain: None
Absent: None

ADJOURNMENT

Kip Woodruff, Chairperson adjourned the meeting at 7:34 pm

Approved: this _____ day of _____, 2023

Signed: this _____ day of _____, 2023

APPROVED:

Kip Woodruff, Chairperson

ATTEST:

Lindsey Neal, Secretary