



**MINUTES  
WATAUGA CITY COUNCIL  
REGULAR COUNCIL MEETING  
CITY HALL COUNCIL CHAMBER,  
7105 WHITLEY ROAD,  
MONDAY, SEPTEMBER 9, 2024  
6:30 PM**

**CALL TO ORDER**

Mayor Arthur Miner called the meeting to order at 6:32 p.m.

**ROLL CALL**

The meeting convened with the following members present:

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

Mayor  
Mayor Pro Tem/Council Member Place 5  
Council Member Place 1  
Council Member Place 2  
Council Member Place 3 (Absent w/notice)  
Council Member Place 4  
Council Member Place 6  
Council Member Place 7

and

Sandra Gibson  
Linda Proskey  
David Berman  
Timothy Hamilton  
Lana Ewell  
Randy Richards  
Brian Teneyck

Danielle Bannick  
Deby Woodard  
Kimberly Rupkalvis

Interim City Manager/Finance Director  
City Secretary  
City Attorney  
Director of Parks and Community Services  
Library Director  
Assistant Public Works Director  
Assistant Director of Parks and Community Services  
Environmental Services Sgt.  
Assistant Finance Director  
Financial Svcs Analyst II

**INVOCATION**

Pastor J.J. Stevens of Victory Tabernacle Holiness Church gave the invocation.

## **PLEDGE OF ALLEGIANCE**

Mayor Miner led the Pledge of Allegiance.

## **ANNOUNCEMENTS**

Councilmember Pat Shelbourne left the dais at 6:32 p.m.

Councilmember Neal announced the Kids Fish and the Library event and asked that people adopt a pet from the animal shelter.

Councilmember Hill announced that the Parks and Community Services has a lot of events going on.

Mayor Miner commented that he had adopted a dog at the animal shelter. He also mentioned that he would be at the Kids Fish.

Councilmember Pat Shelbourne returned to the dais at 6:41 p.m.

## **PRESENTATIONS**

### **1. Eric Crile - Nomination for Tarrant Appraisal District Board**

He is seeking the council's support for the Tarrant Appraisal District and spoke about why he wanted to be on the board. He spoke about the 2-year appraisal process that was passed this year.

### **2. Presentation of Employee of the Month Award for the month of September**

Sandra Gibson, Interim City Manager/Finance Director announced that Sandy Toney is the Employee of the Month award.

### **3. Presentation of Service Awards for the City of Watauga Employees celebrating a Milestone Anniversary during the month of September**

Sandra Gibson, Interim City Manager/Finance Director, and Mayor Miner presented the service award to Jeannette Garcia for 20 years and Betty King for 30 years. Mayor Miner presented the award to Sandra Gibson for 20 years.

## **PUBLIC COMMENT**

No requests for public comment were received.

## **PUBLIC TESTIMONY FOR ACTION ITEMS**

No requests for public testimony were received.

## **CONSENT AGENDA**

- 1. Consider action on an ordinance approving a negotiated settlement between the Atmos Cities Steering Committee ("ACSC") and Atmos Energy Corp., Mid-Tex Division regarding the Company's 2024 Rate Review Mechanism filing; declaring existing rates to be unreasonable; adopting tariffs that reflect rate adjustments consistent with the negotiated settlement; finding the rates to be set by the attached settlement tariffs to be just and reasonable and in the public interest; approving an attached**



exhibit establishing a benchmark for pensions and retiree medical benefits; requiring the company to reimburse ACSC's reasonable ratemaking expenses; determining that this ordinance was passed in accordance with the requirements of the Texas Open Meetings Act; adopting a savings clause; declaring an effective date; and requiring delivery of this ordinance to the Company and the ACSC's Legal Counsel {CAPTION}

2. Consider action to approve the Monthly Financial Report for the period ending July 31,2024
3. Consider action on a Resolution of the City Council of the City of Watauga, Texas, authorizing the City Manager to negotiate and execute on behalf of the City an Interlocal Agreement for vehicle maintenance services by and between the City of Watauga, Texas, and the City of Blue Mound, Texas; providing for repeal; providing for severability; and providing for an effective date
4. Consider action on a Resolution of the City Council of the City of Watauga, Texas, authorizing the City Manager to negotiate and execute on behalf of the City an Interlocal Agreement for vehicle maintenance services by and between the City of Watauga, Texas, and the Town of Westlake, Texas; providing for repeal; providing for severability; and providing for an effective date
5. Consider action on a Resolution of the City Council of the City of Watauga, Texas, authorizing the City Manager to negotiate and execute on behalf of the City an Interlocal Agreement for vehicle maintenance services by and between the City of Watauga, Texas, and the Town of Trophy Club, Texas; providing for repeal; providing for severability; and providing for an effective date
6. Consider action on a Resolution of the City Council of the City of Watauga, Texas, authorizing the City Manager to negotiate and execute on behalf of the City an Interlocal Agreement for vehicle maintenance services by and between the City of Watauga, Texas, and the City of Sansom Park, Texas; providing for repeal; providing for severability; and providing for an effective date
7. Consider action on a Resolution of the City Council of the City of Watauga, Texas, authorizing the City Manager to negotiate and execute on behalf of the City an Interlocal Agreement for vehicle maintenance services by and between the City of Watauga, Texas, and the City of Lake Worth, Texas; providing for repeal; providing for severability; and providing for an effective date
8. Consider action on a Resolution of the City Council of the City of Watauga, Texas, authorizing the City Manager to negotiate and execute on behalf of the City an Interlocal Agreement for vehicle maintenance services by and



**between the City of Watauga, Texas, and the City of Roanoke, Texas; providing for repeal; providing for severability; and providing for an effective date**

- 9. Consider action on a Resolution of the City Council of the City of Watauga, Texas, authorizing the City Manager to negotiate and execute on behalf of the City an Interlocal Agreement for vehicle maintenance services by and between the City of Watauga, Texas, and the City of White Settlement, Texas; providing for repeal; providing for severability; and providing for an effective date**
- 10. Consider action on a Resolution by the City Council of the City of Watauga, Texas amending Policy 3.01 Recruitment Policy, 4.05 Certification Pay Policy, and Policy 6.04 Classification and Compensation Plan of the Personnel, Administration and Financial Policies and Procedures Manual; providing for repeal; providing for severability; and providing an effective date.**
- 11. Consider action on a Resolution by the City Council of the City of Watauga, Texas adding Policy 4.08 Language Pay to the Personnel, Administration and Financial Policies and Procedures Manual; providing for repeal; providing for severability; and providing an effective date.**
- 12. Consider action on a Resolution by The City Council of the City of Watauga, Texas Designating an official newspaper for fiscal year 2024-2025; Providing for repeal; Providing for severability; and providing an effective date.**
- 13. Consider action on a Resolution by the City Council of the City of Watauga, Texas removing policy 18.03 Declared Emergency Plan from the Personnel, Administration and Financial Policies and Procedures Manual; providing for repeal; providing for severability; and providing an effective date.**
- 14. Consider approval of a Resolution by the City Council of the City of Watauga, Texas adopting the amended strategic plan for the fiscal years 2022-2032; providing for repeal; providing for severability; providing an effective date.**
- 15. Consider action to authorize the City Manager to approve the renewal of an Interlocal Agreement between the City of Watauga, City of North Richland Hills, City of Haltom City, and City of Richland Hills regarding Teen Court (Northeast Tarrant Teen Court)**
- 16. Consider the appointment of Police Sergeant Danielle Bannick to the Animal Services Board.**
- 17. Consider the appointment of Donald McLeod, DVM to the Animal Services Advisory Board.**

Mayor Miner asked for a Motion. Councilmember Hill made a motion to accept the items on the consent agenda as presented. Councilmember Shelbourne seconded the motion. Mayor Miner called for a vote.

Motion carried 6-0-0-0.

Ayes, Shelbourne, Blackburn, Neal, Hill, Taylor, Minucci

Nays: None

Abstain: None

Absent: Downey

## **PUBLIC HEARINGS**

**SUP.24-04: Public hearing to receive comments for or against a specific use permit on property described as Lot 3R3 Block 1 of the Stringer Addition to allow for building material sales and retail secondhand sales in a General Business (GB) zoning district. The subject property is located north of High Lawn Terrace, south of Bursey Road and west of Rufe Snow Drive. Owner: Owens-Stringer Inc. Applicant/Agent: Jason Eggenburger on behalf of Trinity Habitat for Humanity ReStore.**

Eannette Garcia, Planner I, presented the item, stating that four responses were received and are included in the provided packet. She explained that the proposal is for retail and secondhand sales of building materials, appliances, and furniture, with no outdoor storage at this location. The site consists of 2.836 acres of undeveloped land, designated as Local Office Retail Commercial in the Future Land Use Plan. The preliminary report was presented at the Planning and Zoning Commission's regular meeting held on Wednesday, August 21, 2024, during which a public hearing was also conducted.

In attendance at the meeting were Mr. Gage Yager, CEO; Mr. Cody Hamilton, Senior Director of ReStores; Mr. Steve Smith, Land Development and Real Estate Director; and Jason Eggenburger, an architect with 97W.

Gage Yager gave a presentation on Habitat for Humanity's mission and work. Cody Hamilton then spoke about the ReStores and their impact on the community and local neighborhoods.

Mayor Miner opened the public hearing at 7:48 p.m.

There were no requests to speak.

Mayor Miner closed the public hearing at 7:49 p.m.

## **RECESS**

Mayor Miner called for a recess at 7:49 p.m. and said they would reconvene at 7:55 p.m.



## RECONVENE

Council reconvened at 7:55 p.m.

## ACTION ITEMS

1. **SUP.24-04: Consideration on a request from Trinity Habitat for Humanity ReStore for a specific use permit on property described as Lot 3R3 Block 1 of the Stringer Addition; and consider action to approve a final report and ordinance approving a specific use permit allowing for building material sales and retail secondhand sales in a General Business (GB) zoning district. Owner: Owens-Stringer Inc. Applicant/Agent: Jason Eggenburger on behalf of Trinity Habitat for Humanity ReStore.**

Mayor Miner asked for a Motion. Councilmember Taylor made a motion to deny the item as presented. Councilmember Neal seconded the motion. Mayor Miner called for a vote.

Councilmember Hill asked for clarification on if you yes what are you voting on.

Mayor Miner Clarified that if you vote yes you are voting to deny the SUP.

Motion to deny carried 6-0-0-0.

Ayes, Shelbourne, Blackburn, Neal, Hill, Taylor, Minucci

Nays: None

Abstain: None

Absent: Downey

2. **Discuss and consider action approving an ordinance of the City of Watauga, Texas, amending the general budget for the fiscal year beginning October 1, 2023 and ending September 30, 2024; increasing certain appropriations; authorizing the appropriate city officials to take action necessary to accomplish same; providing that this ordinance shall be cumulative of all ordinances; providing a severability clause; and providing an effective date.**

Sandra Gibson, Interim City Manager and Director of Finance, presented the item, explaining that it is a budget amendment for revenues and expenditures in the General Fund.

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

Motion carried 6-0-0-0.

Ayes, Shelbourne, Blackburn, Neal, Hill, Taylor, Minucci

Nays: None

Abstain: None

Absent: Downey

3. **Consider action on a Resolution authorizing the Interim City Manager to negotiate and execute on behalf of the City an agreement by and between the City of Watauga, Texas, and iChoosr, LLC; providing for repeal; providing for a severability clause; and providing for an effective date.**

Sandra Gibson, Interim City Manager and Director of Finance, presented the item. She noted that the IChoosr agreement expired in May, and this is a new agreement with them. IChoosr assists residents in reducing energy costs at no cost to the city. The city's involvement would include providing support through marketing materials, the website, and social media.

Mayor Miner asked for a Motion. Councilmember Shelbourne made a motion to approve the item as presented. Councilmember Blackburn seconded the motion. Mayor Miner called for a vote.

Motion carried 6-0-0-0.

Ayes, Shelbourne, Blackburn, Neal, Hill, Taylor, Minucci

Nays: None

Abstain: None

Absent: Downey

4. **Discussion and consider action on approval of an ordinance of the City of Watauga, Texas, amending the Code of Ordinances, City of Watauga, Texas, by amending division 4 ("board of appeals") of article iii ("boards and commissions") of chapter 2 ("administration") to amend section 2-101 and adopt a new section 2-106, authorizing the board of appeals to serve as a building standards commission; providing for powers and duties of the board when sitting as the building standards commission; providing a repealing clause; providing a severability clause; and providing for an effective date.**

Sandra Gibson, Interim City Manager and Director of Finance, presented the item. The ordinance proposes the creation of a Building Standards Commission to address substandard structures within the city. This would establish a process for appeals and for issuing final orders regarding the potential demolition of such structures.

City Attorney David Berman explained that the city currently lacks an internal administrative mechanism to handle substandard structures and, as a last resort, demolition. The ordinance would create a Building Standards Commission, empowering the Board of Appeals to act in this role. Once Code Enforcement has issued notices and citations, this commission would have the authority to order property rehabilitation. If rehabilitation is not completed, the ordinance would grant the city, as a final measure, the authority to consider demolishing the structure.

Mayor Miner clarified that this ordinance targets inhabitable structures which some are being occupied, despite lacking water or electricity, dead animals and severe issues such as collapsing roofs, and deteriorating walls.

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



Motion carried 6-0-0-0.

Ayes, Shelbourne, Blackburn, Neal, Hill, Taylor, Minucci

Nays: None

Abstain: None

Absent: Downey

**5. Discussion and action on the selection of candidates for the TML Risk Pool Board of Trustees**

Mayor Miner presented the item. He stated that he spoke with staff, and they have had no issues with TML Risk Pool.

Councilmember Blackburn said Mr. Quinn is in the North Richland Hills and was a city manager for approximately 16 years.

Councilmember Shelbourne made a motion to nominate the incumbent Randy Criswell

Councilmember Neal seconded the motion.

Councilmember Taylor asked for a friendly amendment to the motion.

Councilmember Shelbourne accepted the friendly amendment

Councilmember Taylor would like the motion to be for all four incumbents.

Mayor Miner said there is a motion by Councilman Shelbourne with a second by Councilman Neil and a friendly amendment by Councilman Taylor to accept item 5 and all incumbents to receive our vote. Hearing no further discussion, he called for a vote.

Motion carried 6-0-0-0.

Ayes, Shelbourne, Blackburn, Neal, Hill, Taylor, Minucci

Nays: None

Abstain: None

Absent: Downey

**6. Discuss and consider action in voting for a candidate to serve on the TML Region 8 Board of Directors.**

Mayor Miner stated all three candidates are qualified.

Councilmember Taylor made a motion to cast the vote for the incumbent Jon McKenzie. Councilmember Hill seconded the motion.

Councilmember Neal said he has worked with Troy Dunn, who is heavily involved with the Chamber here, which benefits Watauga greatly. He feels he would be a good candidate to consider.

Councilmember Blackburn said Troy Dunn is also involved in BISD.



Mayor Miner said the motion on the table is to reappoint Mr. McKenzie. He also said that a yes vote is to appoint Mr. McKenzie. Mayor Miner called for a vote.

Motion failed 2-4-0-0.

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

Mayor Miner asked for a Motion. Councilmember Taylor made a motion to cast the vote for Troy Dunn. Councilmember Hill seconded the motion. Mayor Miner called for a vote

Motion carried 6-0-0-0.

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

#### ITEMS FOR FUTURE AGENDAS

Councilmember Blackburn would like to be appointed to the National League of Cities.

Mayor Miner asked Sandra Gibson if we were a member of that organization. Since we are not, he asked if Ms. Gibson to find out the cost of becoming a member.

Councilmember Neal would like to see the short-term ordinance come to council for consideration. Councilmember Hill seconded the motion.

#### ADJOURNMENT

Mayor Miner adjourned the meeting at 8:43 p.m.

Approved: this 9 day of December, 2024

Signed: this 10 day of December, 2024



APPROVED:  
Arthur L. Miner /s/  
Mayor

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