



**AGENDA**  
**WATAUGA CIVIL SERVICE COMMISSION MEETING**  
**REGULAR MEETING**  
**7105 WHITLEY ROAD, WATAUGA, TEXAS 76148**  
**TUESDAY, JUNE 10, 2025**  
**6:00 PM**

**CALL TO ORDER**

**ROLL CALL**

**ANNOUNCEMENTS**

**PRESENTATIONS**

**PUBLIC COMMENT** This is an opportunity for citizens to address the Council on items not posted on the current meeting agenda. Only those who have submitted a proper "Request to Speak Form" shall be permitted to speak. Citizens should provide their name and address for the record and will have no more than 3 minutes to speak. If representing an organization or group, the speaker should identify who they represent. Those wishing to speak are reminded 1) All comments are to be directed to the Council. 2) Be respectful of others. 3) No profanity permitted. 4) Violators will be removed from the premises. No discussion by the Council or Staff is allowed except to correct factual inaccuracies or request that the item be placed on a future agenda.

**PUBLIC TESTIMONY FOR ACTION ITEMS** This is an opportunity for citizens to address the Council on current agenda action items (excludes presentations and reports). Only those persons who have submitted a proper "Request to Speak Form" will be allowed to speak. Citizens will be required to state their name and address for the record. They have up to 3 minutes to speak, and their comments must be germane to the item. If speaking for an organization or group, the speaker should identify the group represented. Council members may ask questions or discuss the item with the citizens directly.

**REPORTS FROM STAFF**

**CONSENT AGENDA** All of the items on the consent agenda are considered to be self-explanatory by the Council and will be enacted with one motion, one second, and one vote.

There will be no separate discussion of these items. Any council member wishing to pull an item may do so.

## **ACTION ITEMS**

1. Discuss and consider approval of the minutes for the Civil Service Commission Meeting held on January 28, 2025.
2. Discuss and consider action to approve and certify the Watauga Police Department Entrance Exam List created on May 30, 2025.

## **ADJOURNMENT**

### **Meeting Notices and Reservation of Rights**

The Civil Service Commission may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code if the requisite information is otherwise posted; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code (as applicable) when determined necessary by the [City Council/Board/Commission/Committee] to address a subject matter on the agenda. Action, if any, will be taken in open session.

Attendance by Other Elected or Appointed Officials: It is anticipated that members of other governmental bodies, and/or city council, boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the body, board, commission and/or committee. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a possible meeting of the other body, board, commission and/or committee, whose members may be in attendance, if such numbers constitute a quorum. The members of the city council, boards, commissions and/or committees may be permitted to participate in discussions on the same items listed on the agenda which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that city council, body, board, commission or committee subject to the Texas Open Meetings Act.

### **NOTICE**

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, (817) 514-5812 OR FAX (817) 281-1991 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 June 6, 2025, before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.

/S/ Linda Proskey  
City Secretary





**MINUTES**  
**WATAUGA CIVIL SERVICE COMMISSION MEETING**  
**TUESDAY, JANUARY 28, 2025**  
**CITY HALL, COUNCIL CHAMBER, 7105 WHITLEY ROAD**  
**6:00 PM**

**CALL TO ORDER**

Chairperson called the meeting to order at 6:00 p.m.

**ROLL CALL**

The meeting convened with the following members present:

Brian Downey	Place 1
Kimberly Martinez	Place 2
Renni Burt	Place 3 – absent without notice

and

Julie Rodriguez	Civil Service Director/Human Resources
Lovie Downey	Councilmember, Place 3
Arthur Minor	Mayor
Robert Parker	Chief of Police

**ANNOUNCEMENTS**

Julie Rodriguez:

1. Chief Parker's retirement party is Wednesday, January 28, 2025. His last day of employment is Friday, January 31, 2025.
2. There is a Chief of Police prospect in the background process, hoping to have an announcement soon.

**PUBLIC COMMENT**

No requests for public testimony were received.

**PUBLIC TESTIMONY FOR ACTION ITEMS**

No requests for public testimony were received.

**REPORTS FROM STAFF**

There were no reports from staff.

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## **ACTION ITEMS**

### **1. Discuss and consider approval of the minutes for the Civil Service Commission Meeting held on December 10, 2024.**

Member Kimberly Martinez made a motion to approve and certify the Civil Service Commission Meeting minutes. Chairperson Downey seconded the motion. Chairperson Downey called for a vote.

Motion carried 2-0-0-0.

Ayes, Downey, Martinez

Nays: None

Abstain: None

Absent: None

### **2. Discuss and consider action on electing a Civil Service Commission Chairman and Vice Chairman as required by Local Government Code Chapter 143, Section 143.006 €.**

Member Kimberly Martinez nominated Member Downey for Chairperson, and the motion was seconded by Member Downey.

Motion carried 2-0-0-0.

Ayes, Downey, Martinez

Nays: None

Abstain: None

Absent: None

Member Downey nominated Member Martinez for Vice Chairperson, and the motion was seconded by Member Martinez.

Motion carried 2-0-0-0.

Ayes, Downey, Martinez

Nays: None

Abstain: None

Absent: None

**3. Discuss and Consider action to approve and certify the Watauga Police Department Police Lieutenant Promotional Eligibility List created on January 20, 2025.**

**Julie Rodriguez – HR/Civil Service Director** - The written examination for the Police Department's Police Lieutenant position was held on Monday, January 6, 2025 and the assessment center was held on Monday, January 20, 2025. Three candidates tested for the position and three candidates pass and make it to the eligibility list. We are respectfully requesting that you certify the eligibility list.

Member Kimberly Martinez made a motion to approve and certify the Civil Service Commission Meeting minutes. Chairperson Downey seconded the motion. Chairperson Downey called for a vote.

Motion carried 2-0-0-0.

Ayes, Downey, Martinez

Nays: None

Abstain: None

Absent: None

**4. Discuss and Consider action to approve and certify the Watauga Police Department Police Sergeant Promotional Eligibility List created on January 20, 2025.**

**Julie Rodriguez – HR/Civil Service Director** - The written examination for the Police Department's Police Sergeant position was held on Monday, January 6, 2025 and the assessment center was held on Monday, January 20, 2025. Two candidates tested for the position and one candidate passed and made it to the eligibility list. We are respectfully requesting that you certify the eligibility list.

Member Kimberly Martinez made a motion to approve and certify the Civil Service Commission Meeting minutes. Chairperson Downey seconded the motion. Chairperson Downey called for a vote.

Motion carried 2-0-0-0.

Ayes, Downey, Martinez

Nays: None

Abstain: None

Absent: None

**ADJOURNMENT**

Chairperson Downey adjourned the meeting at 6:06 pm.

Approved: this \_\_\_\_\_ day of \_\_\_\_\_, 2025

Signed: this \_\_\_\_\_ day of \_\_\_\_\_, 2025

APPROVED:

\_\_\_\_\_  
Brian Downey, Chairperson

**ATTEST:**

\_\_\_\_\_  
Juliet Rodriguez,  
HR/Civil Service Director

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



# POLICE DEPARTMENT CERTIFIED ELIGIBILITY LIST

**Exam Date:**  
**Exam Location:**

Friday, May 30, 2025  
Hector F. Garcia Community Center  
7901 Indian Springs Road, Watauga, TX 76148

Rank	Card #	V02%	Military Points	Exam Score	Total Score
1	144	46.88%		87	87
2	137	60.67%		83	83
3	139	58.86%		83	83
4	135	38.29%		82	82
5	140	54.87%		80	80
6	143	53.78%		80	80
7	134	80.22%		75	75
8	142	59.78%		75	75
9	131	63.39%		74	74
10	138	39.13%		73	73

An examination for the position of Police Officer was administered on Friday, May 30, 2025. The following eligibility list was created as a result of the examination. This list shall be in effect for 12 months from this date unless exhausted earlier.

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Juliet Rodriguez  
City of Watauga- HR / Civil Service Director  
Certified and Approved 06/10/2025  
Posted on 05/30/2025 / Expires on 05/30/2026