



**MINUTES
WATAUGA CITY COUNCIL
REGULAR COUNCIL MEETING
CITY HALL COUNCIL CHAMBER,
7105 WHITLEY ROAD,
MONDAY, MARCH 10, 2025
6:30 PM**

CALL TO ORDER

Mayor Arthur Miner called the meeting to order at 6:30 p.m.

ROLL CALL

The meeting was 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 Place 5
Council Member Place 1
Council Member Place 2
Council Member Place 3
Council Member Place 4
Council Member Place 6
Council Member Place 7

and

Sandra Gibson
Linda Proskey
David Berman
Timothy Hamilton
Deby Woodard
Randy Barkley
James Lewis
Julie Rodriguez
Paul Hackleman
Lana Ewell
Alan Thomas
Randy Richards

City Manager
City Secretary
City Attorney
Director of Parks and Community Services
Interim Finance Director
Fire Chief
Police Chief
Director of Human Resources
Director of Public Work
Library Director
Assistant Fire Chief
Assistant Director of Public Works

INVOCATION

Ramon Anguiano, Pastor of the Iglesia Bautista El Buen Samaritano church of Watauga gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Miner led the Pledge of Allegiance.

ANNOUNCEMENTS

Councilmember Shelbourne highlighted the Watauga Senior Center at the Recreation Center, open to all residents and non-residents. The center offers activities like bingo and live music and hosts a food distribution program three mornings a week.

Councilmember Blackburn urged residents to spay and neuter pets, citing shelter overcrowding, especially among large breeds.

Councilmember Neal announced upcoming events: Big Vehicle Day on March 20, the splash pad opening May 3, and Target Fest from May 15–18. He encouraged volunteering and pet adoption. Councilmember Minucci supported previous comments on pet adoption and shared she has adopted five pets from the city shelter.

Councilmember Hill promoted Friends of the Library, which supports library services and is seeking new members. She also invited the public to the free Little Skynyrd concert on April 25 at the amphitheater.

Mayor Miner announced the main water work beginning the next day on Autumn Lane, which may affect local service. He also congratulated TexStar Grill on receiving the 2024 Momentum Award and celebrating their 20th anniversary.

PRESENTATIONS

1. Presentation of Service Awards for City of Watauga Employees celebrating a Milestone Anniversary during the month of March.

Sandra Gibson, City Manager, and Mayor Miner presented the service awards to Daniel Arend and Derek Plunkett for 5 years, and Benjamin Gordillo for 20 years.

2. Presentation of Employee of the Month Award for the month of March

Sandra Gibson, City Manager, and Mayor Miner presented the Employee of the Month award to Aimee Chesnut.

PUBLIC COMMENT

There was no request for public comment

PUBLIC TESTIMONY FOR ACTION ITEMS

There was no request for public testimony

CONSENT AGENDA

- 1. Consider action on approval of the Monthly Financial Report for the period ending January 31, 2025.**
- 2. Consider action on approval of the minutes of December 9, 2024, Regular City Council meeting.**
- 3. Consider action on approval of the minutes of January 13, 2025, Regular City Council Meeting**
- 4. Consider action on approval of the minutes of January 27, 2025, City Council Workshop.**
- 5. Consider action to approve the Watauga Police Department annual 2024 Racial Profiling report which is required by Article 2.132 Texas Code of Criminal Procedure (CCP).**
- 6. Consider action on approval of the appointment of Samantha Ostendorp to Place 2 on the Library Board**

Mayor Miner asked the council if they wish to pull any of the items, hearing none he asked for a Motion. Councilmember Neal made a motion to accept the consent agenda as presented. Councilmember Hill seconded the motion. Mayor Miner called for a vote.

Motion passed 7-0-0-0.

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

Nays: None

Abstain: None

Absent: None

ACTION ITEMS

- 1. Consider action on approval of an agreement with vendor Belfor Property Restoration for the demolition of property at 5900 Dunson in the amount of \$63,000 plus contingency of \$6,300, for a total expenditure not to exceed \$69,300.**

City Manager Sandra Gibson presented the item regarding the property at 5900 Dunson. She summarized that the property has had ongoing issues for years, addressed both by police and code enforcement. Following a public hearing held by the Board of Appeals on January 23, the property was declared unsafe and ordered to be vacated, repaired, secured, demolished, and have utilities shut off. After the 30-day compliance period expired on February 27 with no action taken, city staff recommended demolition using Belfor Property Restoration under a cooperative purchasing contract. Gibson noted that while the city does not own the property, it

can proceed with demolition due to its hazardous condition. She added that the process of addressing ownership and tax liens could take 6 months to 2 years or longer, and it is unlikely the city will recover demolition costs.

Councilman Neal asked if the demolition would include all structures and the fence; Gibson confirmed it would.

Councilman Taylor moved to proceed with the demolition; the motion was seconded by Councilman Shelbourne. The motion passed unanimously, 7-0.

Mayor Miner called for a vote.

Motion passed 7-0-0-0.

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

Nays: None

Abstain: None

Absent: None

- 2. Discuss and consider action to adopt a resolution by the City Council of the City of Watauga, Texas approving the classification plan for general government employees; providing for repeal; providing for severability; and providing an effective date.**

Julie Rodriguez presented the item, requesting that the Council adopt a resolution to revise the Classification Plan for fiscal year 2024-25. The proposed revision includes adding a part-time Fire Inspector position. This mid-year change is due to the limited success of the current part-time paramedic program, which has been in place for several years. The department proposes reallocating funds from that program, to better serve the needs of the Fire Department. Julie offered to answer any questions and noted that Fire Chief Barkley was also available. Councilmember Minucci asked if there were any candidates in the pipeline, acknowledging the challenge of hiring part-time staff. Chief Barkley responded that there are no current candidates, but conversations are ongoing with potential applicants—specifically retired inspectors who may be interested in working one to two days per week. Councilmember Hill inquired about the possibility of using these inspectors under interlocal agreements for other cities. Chief Barkley clarified that the positions are intended to serve Watauga specifically, although the job description allows for support to the Fire Department in other areas up to their level of expertise and, in certain cases, assistance to neighboring cities if on duty when a large event occurs.

Mayor Miner asked for a Motion. Councilmember Downey made a motion to approve as presented. Councilmember Hill seconded the motion.

Mayor Miner called for a vote.

Motion passed 7-0-0-0.

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

Nays: None

Abstain: None

Absent: None

3. Discuss and consider action to approve a resolution to accept the Annual Audit and Single Audit for the period October 1, 2023 - September 30, 2024.

Stephanie Wilson, Director of the Audit Department at Weaver, presented the City's audit results. She explained that the audit was conducted in accordance with generally accepted auditing standards, government auditing standards, and the Uniform Guidance. Tests of the City's compliance with laws, regulations, contracts, and grant agreements revealed no issues. Weaver issued an unmodified or clean opinion—the highest level of assurance an independent auditor can provide—with no material weaknesses, significant deficiencies, or instances of noncompliance noted. From a federal awards perspective, the ARPA Coronavirus State and Local Fiscal Recovery Funds were audited as a major program, also resulting in a clean opinion with no findings, and the City was classified as a low-risk auditee. Wilson reviewed the financial highlights with the council and stated that the General Fund the revenues exceeded expenditures and other funding sources by 479,000.

Mayor Miner asked for a Motion. Councilmember Downey made a motion to approve the item as presented. Mayor Pro Tem Minucci seconded the motion. Deby Woodard, Interim Finance Director, presented the item.

Mayor Miner called for a vote.

Motion passed 6-0-0-1.

Ayes, Blackburn, Downey, Neal, Minucci, Taylor, Hill

Nays: None

Abstain: None

Absent: Shelbourne

4. Discuss and consider nomination(s) for the Northeast Tarrant County Hometown Hero.

Mayor Miner presented the item and asked citizens to submit their nominations for hometown heroes via email to the council so that they can present and vote on the submissions at the next meeting.

ITEMS FOR FUTURE AGENDAS

There were no items for future agendas

ADJOURNMENT

Mayor Miner adjourned the meeting at 7:11 p.m.

Approved: this 9 day of June, 2025

Signed: this 9 day of June, 2025

APPROVED:

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

ATTEST: /s/ Linda Proskey

Linda Proskey, City Secretary

