



**MINUTES
WATAUGA CITY COUNCIL
REGULAR COUNCIL MEETING
CITY HALL COUNCIL CHAMBER,
7105 WHITLEY ROAD,
MONDAY, JUNE 9, 2025
6:30 PM**

CALL TO ORDER

Mayor Arthur Miner called the meeting to order at 6:51 p.m.

ROLL CALL

The meeting was convened with the following members present:

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

Mayor
Mayor Pro Tem Place 2
Council Member Place 1
Council Member Place 3
Council Member Place 4
Council Member Place 5
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

Pastor Dennis Serratt of First Baptist Church of Watauga and Police Chaplin gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Miner led the Pledge of Allegiance.

ANNOUNCEMENTS

Councilmember Neal announced that Watauga Fest was a success and thanked the Parks Department for their hard work, noting that the next Watauga Fest is only 11 months away. He also announced that the Library's Summer Reading Program has begun and encouraged residents to visit the animal shelter to adopt a new family member.

Councilmember Hill announced that she attended Family Fun Day, noting that it was a great event. She also mentioned that the mayor participated in the dunk tank and was dunked numerous times.

Mayor Miner announced that Dana Harper from the library was recognized by the Texas Extension Association of Family and Consumer Sciences for her contributions. He asked Library Director Lana Ewell to pass along his congratulations.

PRESENTATIONS

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

Sandra Gibson, City Manager, presented the milestone awards to Ethan Moran for 5 years of service, and to Ty Cobb for 25 years of service.

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 March 10, 2025, City Council Workshop meeting minutes.**

- 2. Consider action on approval of the March 10, 2025, Regular City Council meeting minutes.**
- 3. Consider action on approval of the March 24, 2025, Regular City Council Meeting minutes**
- 4. Consider the appointment of Animal Service Supervisor Miranda Koenig to Place 4 on the Animal Services Advisory Board.**
- 5. Consider action to adopt a resolution of the City of Watauga, Texas partnership in the Tarrant County Home Investment Partnership Block Grant Program with matching contribution requirements for program year 2025 (The HOME Program Year 2025).**
- 6. Consider action on approval of the Monthly Financial Report for the period ending April 30, 2025.**

Mayor Miner asked the council if they wish to pull any of the items, hearing none he asked for a Motion. Councilmember Hill made a motion to accept the consent agenda as presented. Councilmember Neal 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. Discussion and action on approval to authorize the City of Watauga to enter into a Construction Contract with Quality Excavation, LLC for the construction of Water and Wastewater CIP Group 2 projects pursuant to Bid #25-002 in an amount not to exceed \$4,182,134.53 and authorize the City Manager to execute all documents necessary to the contract.**

Paul Hackelman, Director of Public Works an update on a Capital Improvement Project (CIP), specifically Group Two of the 2019 CIPs—the only group not yet under construction or completed. Bids for the project were opened in May, ranging from \$4.18 million to \$11 million. The lowest bid, submitted by Quality Excavation, closely aligned with the engineer's estimate. Staff expressed confidence in the bid and the contractor, who has previously completed city projects including Whitley

Road in front of City Hall and the Summertime Lane project.

Although Quality Excavation is undergoing some management changes, staff does not believe this affects their ability to perform the work. The project was previously delayed due to construction at Whitley Road Elementary. Work includes replacement of wastewater and water mains in several areas: Hickory Hill, Oak Hill Street, Quail Run, Echo Hills, and Hillcrest. An asphalt overlay on Maple Hill is also planned, in response to prior assurances given to residents.

Mr. Hackleman recommended proceeding with the project before the start of the school year to allow sewer line installation on Hickory Hill, which would benefit the city, residents, and the school district.

Mayor Pro Tem Blackburn asked about the expected duration of resident impact during the Maple Hill overlay project. Mr. Hackleman explained that construction typically begins about four weeks after award, with a target start in July. While the City will encourage starting with Hickory Hill, the contractor sets the schedule. Once received, the schedule will be posted on the Public Works CIP webpage. For directly impacted areas, residents will receive flyers with project details and contact information. An email update group may be created for longer projects.

Councilmember Downey made a motion to award Bid #25-002, Water and Wastewater Group Two Improvements, to Quality Excavation LLC, and to authorize the City Manager to execute the agreement utilizing CIP funds. Councilmember Minucci seconded the motion.

With no further discussion Mayor Miner called for a vote.

Motion passed 7-0-0-0.

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

Nays: None

Abstain: None

2. Consider action to accept the Watauga Crime Control and Prevention District Proposed Budget for the Fiscal Year 2025-2026.

Mayor Pro Tem Blackburn asked about the difference in Capital Outlay between the FY 2024-2025 budget and the current year's budget. Finance Director Jennifer Calvert explained that the difference is due to more vehicles being purchased in FY 2024-2025, while only two vehicles are budgeted for FY 2025-2026.

Mayor Miner asked for a Motion. Councilmember Neal made a motion to accept the item as presented. Councilmember Downey 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. Consider action on approval of the mayor's recommendation for the 2025-2026 Council Liaisons and discuss the responsibilities.

The Mayor reminded the Council liaisons that one of their key responsibilities is to assist with parliamentary procedures during board and committee meetings. While liaisons do not have voting rights, they are expected to fully participate in discussions and share relevant information from the Council. He emphasized the importance of helping boards and committees stay on track. He also noted his preference for making liaison attendance mandatory, which will be discussed during the next review of Council Rules and Procedures.

Councilmember Downey requested that primary liaisons provide their alternate with at least one day's notice—or at the very least, a few hours' notice—if they are unable to attend a board or committee meeting.

Councilmember Taylor noted that if both liaisons are in attendance at a meeting, both have full participation rights, though neither has voting rights.

Councilmember Hill stated that failing to attend liaison meetings can be seen as disrespectful to the boards appointed by the Council. She emphasized the importance of showing appreciation for board members, noting that they serve without pay or formal recognition and deserve visible support from the Council.

Councilmember Shelbourne made a motion to accept the item 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

EXECUTIVE SESSION

1. Pursuant to Section 551.072 of the Texas Government Code (Real Property), to discuss the purchase, sale, exchange or value of real property.

Mayor Miner recessed into executive session at 7:16 pm.

RECONVENE

Mayor Miner reconvened at 7:52 pm

ITEMS OF EXECUTIVE SESSION DELIBERATION

1. Consider action on the purchase, sale, exchange or value of real property

There was no action taken.

ITEMS FOR FUTURE AGENDAS

Councilmember Taylor requested a review of the current CivicPlus system and microphone setup, citing issues such as incorrect meeting notifications being sent to citizens, problems with the microphone queue during meetings, and concerns about the reliability of the voting system. He also suggested evaluating whether a vendor change is necessary. Councilmember Blackburn seconded the motion. Mayor Miner expressed that most microphone issues are due to user error. Councilmember Shelbourne agreed with Councilmember Taylor, stating that the system is not user-friendly.

ADJOURNMENT

Mayor Miner adjourned the meeting at 7:57 p.m.

Approved: this 14 day of July, 2025

Signed: this 22 day of July, 2025

ATTEST:

/s/ Linda Proskey

Linda Proskey, City Secretary

APPROVED:

/s/ Arthur L. Miner

Arthur L. Miner, Mayor

