"A GREAT PLACE TO LIVE"

MINUTES
WATAUGA CITY COUNCIL
WORKSHOP MEETING
CITY HALL COUNCIL CHAMBER,
7105 WHITLEY ROAD,
MONDAY, JUNE 9, 2025
5:30 PM

CALL TO ORDER

Mayor Arthur Miner called the meeting to order at 5:30 p.m.

ROLL CALL

The meeting convened with the following members present:

Arthur L. Miner	Mayor
Cris Blackburn	Mayor Pro Tem/Council Member Place 2
Pat Shelbourne	Council Member Place1
Lovie Downey	Council Member Place 3
Andrew Neal	Council Member Place 4
Malissa Minucci	Council Member Place 5
Mark Taylor	Council Member Place 6
Jan Hill	Council Member Place 7

and

Sandra Gibson	City Manager
Linda Proskey	City Secretary
David Berman	City Attorney
Timothy Hamilton	Director of Parks and Community Services
Deby Woodard	Interim Finance Director
Frieda Buck	Purchasing Coordinator

ANNOUNCEMENTS

There were no announcements made.

Public Comments/Public Testimony

There were no requests to speak

PRESENTATIONS

1. **Presentation of the Proposed 5-year Capital Outlay Plan**

   Kim Rupkalvis presented the Capital Outlay Plan (COP) for FY 2026–2030. She explained that the plan is developed through a committee review process, where departmental asset needs are assessed based on condition, age, and budget constraints. The committee met multiple times to evaluate essential needs, prioritizing functionality over wants. Final recommendations are submitted to the City Council for approval.
   The General Fund accounts for most capital needs, followed by the CCD, Water & Sewer, and Storm Drain funds. Funding sources include debt service (45%), equipment replacement funds, general funds, and CCD funds, each tied to specific item types (e.g., large vehicles, small equipment, police needs).
   Department highlights include IT hardware replacement, recreation equipment, and major fire department purchases such as a medic ambulance and Opticom radio system. CCD requests include two emergency vehicles (K-9 and hybrid patrol car), though one may be removed. Water & Sewer includes two trucks, and Storm Drain includes a heavy-duty Ford F-750.
   For FY 2027, the proposed budget is approximately $2 million, covering IT servers, an emergency vehicle for the Fire Marshal, light- and medium-duty trucks, and SCBA gear for fire personnel.

   Councilmember Blackburn questioned a $19,000 Parks and Recreation expense labeled for two fitness items. Director Timothy Hamilton clarified the amount covers three commercial-grade machines: one elliptical and two seated weight units, with individual equipment costing $7,000–$9,000 due to heavy-duty usage. He noted the equipment is part of a routine replacement cycle based on wear and maintenance.
   Blackburn also asked about larger equipment replacement costs and whether the entire gym was being updated. Hamilton confirmed replacements are phased and reassessed annually.
   Councilmember Taylor asked about vehicle requests for the court and property divisions. Kim Rupkalvis explained the court vehicle, a Crown Victoria, has long been delayed but is now scheduled for replacement. Chief Lewis added that the property vehicle replaces a 2016 Escape used regularly for evidence transport and training support.
   Lewis reported that the police department maintains 31 total vehicles, including 14 for patrol. Overlap is necessary due to simultaneous shifts and vehicles in repair. Three Chevrolets experienced engine failures; replacements with Ford hybrid Explorers are underway.
   Councilmember Neal asked about vehicle lifespan. Lewis stated the department uses a 5-year/100,000-mile guideline but keeps vehicles longer if conditions allow.
   Mayor Miner warned that proposed state legislation may limit the city's ability to issue debt, impacting funding for essential capital needs like ambulances and police vehicles. He urged advocacy to preserve local control.

Rupkalvis concluded that Water & Sewer is replacing two 2012 trucks for $91,000 and that the city routinely evaluates vehicle condition before replacement or repurposing.

2. **Presentation of the Proposed 5-year Capital Improvement Plan and Funding**

Paul Hackleman, Director of Public Works, outlined infrastructure projects tied to the proposed FY 2025 debt package. These projects include security gates at the fire station, estimated at $205,000; improvements to the Public Works parking lot, which is currently $500,000 over budget; and storm drainage upgrades at Bunker Hill, Constitution & Yorkston, and Quail Meadow. He noted that the animal shelter flood study is ahead of schedule, while the Foster Village flood study is slightly behind.

The Whitley Road 5 project is moving forward, with construction expected to begin soon. Hightower Drive Phase 1 will be divided into two segments to match available funding, allowing part of the project to begin in 2025. Phase 1 will extend from Whitley to Lyndale Court and will include installation of a water main, while Phase 2 will run from US 377 to Whitley. The project is currently in the design phase. North Richland Hills has also decided to upgrade its water main beneath the same road. To avoid cutting into newly paved surfaces, both the water main and road must be installed concurrently, which may delay progress. Once completed, the roads are expected to have a 30- to 40-year lifespan. Additionally, a bridge overlay is required, with an estimated cost of $65,000.

Annual street maintenance, in partnership with Tarrant County Precinct 3, will include work on Plum, Derick, Dunson, and Lalagray Streets. For the 50th Year CDBG water main project, construction costs are estimated at $419,000, with a $170,000 grant helping to offset the cost and the city covering the remaining balance. A separate CDBG project funded by COVID relief was completed in March.

Hackleman also reviewed water and wastewater improvement projects, including work on Hightower from Lyndale to Rufe Snow Drive, Mackneal from Barry to Stardust Drive South, and Rufe Snow from Hightower to Ridgetop Road. Additional areas requiring upgrades due to leaking or failing water mains include Maury Drive, Barry Drive, and Karen Lane. He also proposed including a full overlay of Hightower Drive.

The city is preparing to resume planning for AMI smart meters and is continuing its lead service line replacement program, currently in progress with resident agreement collection. The city also received a $1.19 million Green Ribbon Grant, the largest in its history—for Denton Highway beautification, with the city funding associated with engineering costs.

In summary, proposed items for the FY 2025 debt issuance include an ambulance, the Opticom traffic preemption system, a comfort station at Capp Smith Park, vehicle replacements, drainage projects, and various building upgrades which totals about 5 million.

ADJOURNMENT

Mayor Miner adjourned the meeting at 6:40 p.m.

Approved: this 11 day of Aug, 2025

Signed: this 12 day of Aug, 2025

APPROVED:

/s/ Arthur L. Miner

Arthur L. Miner, Mayor

ATTEST:

/s/ Linda Proskey

Linda Proskey, City Secretary

CITY OF WATAUGA, TEXAS