



AGENDA
WATAUGA CITY COUNCIL
SPECIAL MEETING
MONDAY, JANUARY 5, 2026
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
5:30 PM

This notice is posted pursuant to the Texas Open Meetings Act. Notice is hereby given that a **Special City Council Meeting** of the City of Watauga, Texas will be held at which time the following subjects will be discussed and may be acted upon.

CALL TO ORDER (Council Members, City Staff, Members of the Public - when speaking during the meeting please speak directly into the microphones on the dais or podium)

ROLL CALL

PLEDGE OF ALLEGIANCE United States and Texas Flags

ANNOUNCEMENTS

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.

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.

1. Consider action on approval of AN ORDINANCE OF THE CITY OF WATAUGA, TEXAS, PROVIDING FOR AND ORDERING A GENERAL ELECTION TO BE HELD ON MAY 2, 2026, FOR THE PURPOSE OF ELECTING CITY COUNCILMEMBERS FOR PLACE 1, PLACE 2, PLACE 6, AND PLACE 7; PROVIDING FOR A JOINT ELECTION TO BE HELD WITH OTHER ENTITIES; SETTING THE DATE, PLACE AND TIME OF SAID ELECTION; PROVIDING FOR ELECTION PRECINCTS AND POLLING PLACES; PROVIDING FOR THE PUBLICATION AND POSTING OF NOTICE; AUTHORIZING THE EXECUTION OF A JOINT ELECTION AGREEMENT WITH TARRANT COUNTY; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE AND CONTAINING OTHER PROVISIONS RELATED TO THE SUBJECT.

Linda Proskey, City Secretary

2. Consider action on approval of AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS CALLING FOR A SPECIAL ELECTION TO BE HELD IN SAID CITY ON THE 2th DAY OF MAY 2026 TO FILL A VACANCY IN THE UNEXPIRED TERM OF OFFICE OF CITY COUNCIL MEMBER PLACE 5, PROVIDING FOR A JOINT ELECTION AGREEMENT WITH TARRANT COUNTY; SETTING THE DATE, PLACE AND TIME OF SAID ELECTION; AND PROVIDING FOR OTHER PROVISIONS OTHERWISE INCIDENTAL TO SUCH ELECTION IN ACCORDANCE WITH THE TEXAS ELECTION LAWS AND THE CITY OF WATAUGA HOME RULE CHARTER; PROVIDING THAT ALL ORDINANCES IN CONFLICT HERewith ARE HEREBY REPEALED TO THE EXTENT THAT THEY ARE IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE, AND, PROVIDING AN EFFECTIVE DATE

Linda Proskey, City Secretary

ACTION ITEMS

ITEMS FOR FUTURE AGENDAS

ADJOURNMENT

Meeting Notices and Reservation of Rights

The City Council 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, OR FAX (817) 514-3625.

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 December 30, 2025, before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.

/S/ Linda Proskey
City Secretary





AGENDA MEMORANDUM

DATE: December 29, 2025

TO: Honorable City Council Members

FROM: Linda Proskey, City Secretary

THROUGH: Linda Proskey, City Secretary

SUBJECT: Consider action on approval of AN ORDINANCE OF THE CITY OF WATAUGA, TEXAS, PROVIDING FOR AND ORDERING A GENERAL ELECTION TO BE HELD ON MAY 2, 2026, FOR THE PURPOSE OF ELECTING CITY COUNCILMEMBERS FOR PLACE 1, PLACE 2, PLACE 6, AND PLACE 7; PROVIDING FOR A JOINT ELECTION TO BE HELD WITH OTHER ENTITIES; SETTING THE DATE, PLACE AND TIME OF SAID ELECTION; PROVIDING FOR ELECTION PRECINCTS AND POLLING PLACES; PROVIDING FOR THE PUBLICATION AND POSTING OF NOTICE; AUTHORIZING THE EXECUTION OF A JOINT ELECTION AGREEMENT WITH TARRANT COUNTY; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE AND CONTAINING OTHER PROVISIONS RELATED TO THE SUBJECT.

BACKGROUND/INFORMATION:

Consider action on approval of the Ordinance to call the General Election to be held on May 2, 2026, for expiring terms for council places 1, 2, 6, 7. This will be for 3-year terms.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the Council review and take action on the item presented.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Watauga Ordinance General Election 2026

REVIEWED BY:

David Berman, City Attorney
Sandra Gibson, City Manager
Linda Proskey, City Secretary

Approved - 12/29/2025
Approved - 12/30/2025
Final Approval - 12/30/2025

Approved as to form for inclusion on Agenda

CITY OF WATAUGA, TEXAS
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF WATAUGA, TEXAS, PROVIDING FOR AND ORDERING A GENERAL ELECTION TO BE HELD ON MAY 2, 2026, FOR THE PURPOSE OF ELECTING CITY COUNCILMEMBERS FOR PLACE 1, PLACE 2, PLACE 6, AND PLACE 7; PROVIDING FOR A JOINT ELECTION TO BE HELD WITH OTHER ENTITIES; SETTING THE DATE, PLACE AND TIME OF SAID ELECTION; PROVIDING FOR ELECTION PRECINCTS AND POLLING PLACES; PROVIDING FOR THE PUBLICATION AND POSTING OF NOTICE; AUTHORIZING THE EXECUTION OF A JOINT ELECTION AGREEMENT WITH TARRANT COUNTY; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE AND CONTAINING OTHER PROVISIONS RELATED TO THE SUBJECT.

WHEREAS, the General Election for certain City Council Members of the City of Watauga as set forth by the Home Rule Charter and by the Texas Election Code is required to be held on May 2, 2026, at which time the voters will elect persons to fill the offices of City Council Member Place 1, City Council Member Place 2, City Council Member Place 6, and City Council Member Place 7, of the City Council of the City of Watauga, Texas; and

WHEREAS, the City of Watauga, Texas, and other entities desire to conduct joint elections through Tarrant County pursuant to the provisions of the Texas Election Code, including the conduct of joint early voting and the provision for the sharing of expenses.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS AS FOLLOWS:

I.

The City of Watauga and other entities shall hold a joint election through Tarrant County Elections Administration on May 2, 2026, for the purpose of electing members of the City Council of the City of Watauga and certain officials of other entities.

II.

An election is hereby called to elect persons to fill the offices of City Council Member Places 1, 2, 6, and 7 on the City Council to serve three-year terms of office until May 2029. The polling places for voting on election day for election precincts, shall be the election day voting locations including City Hall, 7105 Whitley Road, City of Watauga, Texas, designated by the Tarrant County Elections Administrator, set forth in Exhibit A, as may be active on election day, May 2, 2026, from 7:00 a.m. until 7:00 p.m. Exhibit A may be modified to include additional or different election day voting locations designated by the Tarrant County Elections Administrator.

III.

Candidates may file for office from January 14, 2026, through February 13, 2026. The last day to file a declaration of write-in candidacy is February 17, 2026. Candidates may file an application in the office of the City Secretary on weekdays, Monday through Friday, from 8:00 a.m. until 5:00 p.m.

IV.

Days and hours for Early Voting by Personal Appearance shall be as follows:

April 20-24, 2026	Monday – Friday	8:00 a.m. - 5:00 p.m.
April 25, 2026	Saturday	7:00 a.m. - 7:00 p.m.
April 26, 2026	Sunday	10:00 a.m. - 4:00 p.m.
May 2-3, 2026	Monday-Tuesday	7:00 a.m. - 7:00 p.m.

This schedule may be modified to include additional or different early voting locations, dates and times designated by the Tarrant County Elections Administrator and to conform to the joint election agreement.

V.

The election shall be conducted according to the election laws of the State of Texas and the Home Rule Charter of the City of Watauga.

VI.

The Presiding Election Judge and Alternate Presiding Judge shall be appointed by Tarrant County.

VII.

The Tarrant County Elections Administrator is hereby appointed as the Early Voting Clerk. Applications for ballot by mail must be received by mail no later than the close of business

April 20, 2026 (Mailing Address: P.O. Box 961011, Fort Worth, Texas, 76161-0011; Attention: Tarrant County Elections Administrator, Early Voting Clerk).

VIII.

Early Voting by personal appearance shall be conducted at the Tarrant County Main Early Voting location: 2700 Premier Street, Fort Worth, Texas 76111, as well as other offices established by Tarrant County as set forth in Exhibit B, attached hereto and made a part hereof. Exhibit B may be modified to include additional or different early voting locations, dates and times designated by the Tarrant County Elections Administrator and to conform to the joint election agreement.

IX.

In addition to any other notice of the election required by State law, notice of the election shall be posted on the bulletin board used to post notice of the City Council meetings, be published in a newspaper of general circulation published in the City, and include a substantial copy of the proposed amendments and an estimate of the anticipated fiscal impact to the City if the proposed amendment is approved at the election. Said notice must be published on the same day in each of two successive weeks, with the first publication occurring no earlier than the thirtieth day but before the fourteenth day before the date of the election. A copy of the published notice that contains the name of the newspaper and the date of publication shall be retained as a record of such notice, and the person posting the notice shall make a record of the time of posting, starting date, and the place of posting.

X.

The expenses of the election shall be borne by the City of Watauga and other entities participating in the joint election, and the election shall be conducted as outlined in an election agreement with Tarrant County, to be presented at a future meeting. Such an agreement will be presented by the City Secretary for Council action at an upcoming Council Meeting.

XI.

This Ordinance shall be and is hereby cumulative of all Ordinances of the City of Watauga, Texas, and this Ordinance shall not operate to repeal or affect any such other Ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event, such conflicting provisions, if any, in such Ordinance or Ordinances are hereby repealed.

XII.

If any section, sub-section, sentence, clause, or phrase of this Ordinance shall for any reason be held to be invalid such decisions shall not affect the validity of the remaining portions of the Ordinance.

XII.

This Ordinance shall become effective and shall be in full force and effect from and after the date of passage and adoption by the City Council of the City of Watauga, Texas, and upon application of law and in accordance with Sections 3.11 and 3.13 of the Charter of the City of Watauga, Texas.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas, this
the _____ day of January 2026.

APPROVED:

ARTHUR L. MINER, MAYOR

ATTEST:

LINDA PROSKEY, CITY SECRETARY

APPROVED AS TO FORM AND LEGALITY:

DAVID M BERMAN, CITY ATTORNEY



AGENDA MEMORANDUM

DATE: December 29, 2025

TO: Honorable City Council Members

FROM: Linda Proskey, City Secretary

THROUGH: Linda Proskey, City Secretary

SUBJECT: Consider action on approval of AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS CALLING FOR A SPECIAL ELECTION TO BE HELD IN SAID CITY ON THE 2th DAY OF MAY 2026 TO FILL A VACANCY IN THE UNEXPIRED TERM OF OFFICE OF CITY COUNCIL MEMBER PLACE 5, PROVIDING FOR A JOINT ELECTION AGREEMENT WITH TARRANT COUNTY; SETTING THE DATE, PLACE AND TIME OF SAID ELECTION; AND PROVIDING FOR OTHER PROVISIONS OTHERWISE INCIDENTAL TO SUCH ELECTION IN ACCORDANCE WITH THE TEXAS ELECTION LAWS AND THE CITY OF WATAUGA HOME RULE CHARTER; PROVIDING THAT ALL ORDINANCES IN CONFLICT HERewith ARE HEREBY REPEALED TO THE EXTENT THAT THEY ARE IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE, AND, PROVIDING AN EFFECTIVE DATE

BACKGROUND/INFORMATION:

Consider action to approve a special election to be held on May 2, 2026, to fill the remainder of the three-year term for City Council place 5 vacated by Council member Malissa Minucci on September 8, 2025.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the Council review and take action on the item presented.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Ordinance calling Special Election to Fill a Vacancy on Council - Place 5_2026

REVIEWED BY:

David Berman, City Attorney
Sandra Gibson, City Manager
Linda Proskey, City Secretary

Approved - 12/29/2025
Approved - 12/30/2025
Final Approval - 12/30/2025

Approved as to form for inclusion on Agenda

CITY OF WATAUGA, TEXAS
ORDINANCE NO. _____

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS CALLING FOR A SPECIAL ELECTION TO BE HELD IN SAID CITY ON THE 2th DAY OF MAY 2026 TO FILL A VACANCY IN THE UNEXPIRED TERM OF OFFICE OF CITY COUNCIL MEMBER PLACE 5, PROVIDING FOR A JOINT ELECTION AGREEMENT WITH TARRANT COUNTY; SETTING THE DATE, PLACE AND TIME OF SAID ELECTION; AND PROVIDING FOR OTHER PROVISIONS OTHERWISE INCIDENTAL TO SUCH ELECTION IN ACCORDANCE WITH THE TEXAS ELECTION LAWS AND THE CITY OF WATAUGA HOME RULE CHARTER; PROVIDING THAT ALL ORDINANCES IN CONFLICT HERewith ARE HEREBY REPEALED TO THE EXTENT THAT THEY ARE IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE, AND, PROVIDING AN EFFECTIVE DATE

WHEREAS, a general election was held in the City of Watauga, Texas (the “City”) on May 6, 2023, wherein the voters of the city elected Malissa Minucci to serve as Council Member for City Council Place 5; and

WHEREAS, in May of 2025, Malissa Minucci was re-appointed to serve as Council Member for City Council Place 5 to serve a term expiring in May of 2028 since she ran unopposed in said election and said election was cancelled; and

WHEREAS, Malissa Minucci submitted a letter of resignation to the City Secretary of the City of Watauga on September 8, 2025, which was subsequently accepted by the City, thereby rendering the seat for Place 5 on the City Council vacant; and

WHEREAS, the Council desires to call a special election to fill the vacancy on the council seat for Place 5 for the remainder of the unexpired term.

NOW, THEREFORE, BE IT ORDAINED by the City Council for the City of Watauga, Texas that:

I.

The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct and adopted herein for all purposes.

II.

A special election shall be held on the 2th day of May, 2026, a uniform election date, in the City of Watauga, Texas, which date is not less than sixty-two (62) days from

the date of the adoption of this Ordinance, for the purpose of filling a vacancy on the Watauga City Council, Place 5 to serve until May 2028, the remainder of the unexpired term of office. The candidate receiving a majority of all votes cast for such office shall be elected to complete the remainder of the unexpired term of office and shall serve for such term or until his/her successor is duly elected and qualified.

The polling places for voting on election day for election precincts, shall be the election day voting locations including City Hall, 7105 Whitley Road, City of Watauga, Texas, designated by the Tarrant County Elections Administrator as may be active on election day, May 2, 2026, from 7:00 a.m. until 7:00 p.m. Voting Locations may be modified to include additional or different election day locations designated by the Tarrant County Elections Administrator.

As of the date of this ordinance, the additional voting locations have not yet been designated by the Tarrant County Elections Administrator. Upon receipt of the list of voting locations, it shall be attached to this ordinance and incorporated by reference as **Exhibit “A”**. **Exhibit “A”** may be modified to include additional or different voting locations, dates and times designated by the Tarrant County Elections Administrator and to conform to the joint election agreement.

III.

The Election Code provides that candidates may file for office from January 14, 2026, through February 13, 2026. Candidates may file an application in the office of the City Secretary on weekdays, Monday through Friday, from 8:00 a.m. until 5:00 p.m.

IV.

All resident qualified electors of the City shall be permitted to vote at the election and on the day of the election, such electors shall vote at the Tarrant County, Texas designated polling place(s). The election shall be held and conducted in accordance with the provisions of the Texas Election Code, as amended, and as may be required by any other law. All election materials and proceedings shall be printed in English, Vietnamese, and Spanish.

V.

Days and hours for Early Voting by Personal Appearance shall be as follows:

April 20-24, 2026	Monday – Friday	8:00 a.m. - 5:00 p.m.
April 25, 2026	Saturday	7:00 a.m. - 7:00 p.m.
April 26, 2026	Sunday	11:00 a.m. - 4:00 p.m.
May 2-3, 2026	Monday-Tuesday	7:00 a.m. - 7:00 p.m.

This schedule may be modified to include additional or different early voting locations, dates and times designated by the Tarrant County Elections Administrator and to conform to the joint election agreement.

VI.

A substantial copy of this Ordinance shall serve as proper notice of the election. Such notice, including a Spanish and Vietnamese translation thereof, shall be posted not later than the 21st day before the election on the bulletin board used for posting notices of meetings of the City Council and shall also be published at least once not earlier than the 30th day nor later than the 10th day before the election in a newspaper of general circulation in the City.

VII.

The Tarrant County Elections Administrator is hereby appointed as the Early Voting Clerk. Applications for ballot by mail must be received by mail no later than the close of business April 20, 2026 (Mailing Address: P.O. Box 961011, Fort Worth, Texas, 76161-0011; Attention: Tarrant County Elections Administrator, Early Voting Clerk).

VIII.

Early Voting by personal appearance shall be conducted at the Tarrant County Main Early Voting location: 2700 Premier Street, Fort Worth, Texas 76111 and Watauga City Hall, 7105 Whitley Road, Watauga, Texas 76148, as well as other offices established by Tarrant County.

As of the date of this ordinance, the additional early voting locations have not yet been determined by the Tarrant County Elections Administrator. Upon receipt of the list of voting locations, it shall be attached to this ordinance and incorporated by reference as **Exhibit “B”**. **Exhibit B** may be modified to include additional or different early voting locations, dates and times designated by the Tarrant County Elections Administrator and to conform to the joint election agreement.

IX.

The City Secretary of the City of Watauga, Texas is authorized to enter into a contract with the Tarrant County Elections Administrator to conduct the election ordered herein and committing to pay the fee charged by the Tarrant County Elections Administrator for such services. The City Secretary is further authorized to enter into a contract for the conduct of a joint election with other governmental entities in Tarrant County, Texas.

X.

This Ordinance shall be and is hereby cumulative of all other Ordinances of the City of Watauga, Texas, and this Ordinance shall not operate to repeal or affect any such other Ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event, such conflicting provisions, if any, in such other Ordinance or Ordinances are hereby repealed.

XI.

If any section, subsection, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance.

XII.

This Ordinance shall become effective and shall be in full force and effect from and after the date of its passage and adoption by the City Council of the City of Watauga, Texas, and it is so ordained.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas this the _____ day of January 2026.

APPROVED:

ARTUR L. MINER, MAYOR

ATTEST:

LINDA PROSKEY, CITY SECRETARY

APPROVED AS TO FORM AND LEGALITY:

DAVID M. BERMAN, CITY ATTORNEY