



**MINUTES  
WATAUGA CIVIL SERVICE COMMISSION MEETING  
TUESDAY, NOVEMBER 25, 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

and

Julie Rodriguez	Civil Service Director/Human Resources
Alan Thomas	Asst. Fire Chief
Randy Barkley	Fire Chief
Jacob White	Citizen

**ANNOUNCEMENTS**

Julie Rodriguez:

1. Renni Burt resignation effective 12/31/2025

**PUBLIC COMMENT**

No requests for public testimony were received.

**PUBLIC TESTIMONY FOR ACTION ITEMS**

No requests for public testimony were received.

## REPORTS FROM STAFF

1. Randy Barley reported that 3 new firefighter positions will be added due to the acceptance of Safer Grant.

## ACTION ITEMS

**1. Discuss and consider approval of the minutes for the Civil Service Commission Meeting held on October 7, 2025.**

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

Motion carried 3-0-0-0.

Ayes, Downey, Burt, Martinez

Nays: None

Abstain: None

Absent: None

**2. Discuss and Consider action to approve and certify the Watauga Fire Department Entrance Exam List created on November 11, 2025.**

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

Motion carried 3-0-0-0.

Ayes, Downey, Burt, Martinez

Nays: None

Abstain: None

Absent: None

**ADJOURNMENT**

Chairperson Downey adjourned the meeting at 6:05 pm.

Approved: this 24<sup>th</sup> February day of February, 2025<sup>6</sup>

Signed: this 24<sup>th</sup> day of February, 2025<sup>6</sup>

APPROVED:

/S/ Brian Downey

Brian Downey, Chairperson

ATTEST:

/s/ Julie Rodriguez

Julie Rodriguez,  
HR/Civil Service Director

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