



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

CALL TO ORDER

Mayor Arthur Miner called the meeting to order at 6:50 p.m.

ROLL CALL

The meeting was convened with the following members present:

Arthur L. Miner
Cris Blackburn
Pat Shelbourne
Lovie Downey
Andrew Neal
Vacant
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
Alan Thomas
Kevin Mead
Julie Rodriguez
Paul Hackleman
Lana Ewell

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

INVOCATION

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

PLEDGE OF ALLEGIANCE

Mayor Miner led the Pledge of Allegiance.

ANNOUNCEMENTS

Mayor Miner addressed the recent bond election, noting that although the outcome was not what some had hoped, he thanked staff for their outstanding work in organizing town halls, tours, and voter information on a short timeline. He reported that about 2,600 residents voted, and approximately 40% supported the bond. He emphasized that the Council fulfilled its duty by presenting identified needs to the citizens for a vote.

Councilmember Blackburn reported that many families are being affected by the government shutdown and encouraged residents in need to use available community resources. She noted that Joe's Café would offer free Thanksgiving meals while supplies last and that the Watauga Recreation Center would host a Friendsgiving event for seniors. She added that the Library and other organizations are providing meal kits and food assistance, and that resources are also available for pet food to help prevent surrenders. She encouraged residents to contact the City or Council members for assistance.

Councilmember Downey added that meal kits had been donated to the Library, which also hosts a community food pantry. She noted that donations are welcomed at both the Recreation Center and Library pantries. She also cited "Don't Forget to Feed Me" as a resource for pet assistance and stated that additional support is available through the CEC and Six Stones.

Councilmember Neal reported on recent and upcoming City events, noting the success of the Veterans Breakfast and announcing that Hometown Christmas would be held on December 6. He also reminded residents that Watauga Fest would take place in approximately 185 days. In addition, he encouraged residents to consider adopting animals from the City animal shelter.

Mayor Miner made additional comments on the federal government shutdown, noting that news reports indicated potential progress toward a resolution. He reiterated the availability of community resources listed on the City's website and encouraged residents not to surrender their pets due to financial hardship.

PRESENTATIONS

1. Presentation by Rachel Slusser with Academy 4

Rachel Slusser, representing Academy 4, presented information about the organization and its programs. She stated that Academy 4 is currently in its sixth year in Birdville ISD and began programs at Watauga Elementary and Hardeman Elementary last year. Academy 4 partners with Title I schools to provide a mentor for every fourth-grade student, based on research showing that positive adult relationships strongly support student development. The program operates one Friday per month for 90 minutes and includes leadership curriculum, mentoring time, and "Spark Clubs" such as engineering, cooking, art, soccer, golf, and pickleball. Mentors range in age from 16 to 97, and volunteers are recruited

through local churches and community partners. Slusser reported that Academy 4 currently serves approximately 4,700 fourth graders with about 5,900 volunteers across 60 schools, with more than 13,000 students participating in related programs statewide and in several other cities. She noted that the program has positively impacted attendance and behavior and has received the Governor's Volunteer Award. Volunteers may sign up online and complete a background check, and there is a particular need for additional mentors at Hardeman Elementary. High school students may also volunteer through a modified onboarding process.

During the discussion, it was noted that Academy 4 was founded in 2012 and operates only in Title I schools, typically requiring a partnering church to supply a portion of the volunteers. Former students sometimes return as mentors through the Full Circle Scholars program. Additional volunteer opportunities include assisting with Spark Clubs, mentoring, and serving as "super volunteers" to support program operations. Leaders 5 at Hardeman Elementary is also seeking guest readers to read leadership-themed books to first-grade students. Mayor Miner commented that he enjoys visiting schools and encouraged Council and community members to get involved in school activities.

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

Sandra Gibson, City Manager, Presented Ridley Campbell, City Marshal, is Employee of the Month for November.

PUBLIC COMMENT

Eric Crile, 11325 Gale Ridge Terrace, Haslet, reported on the Tarrant Appraisal District (TAD) meeting and the motion to remove the Chief Appraiser, noting that he does not support the motion due to the software conversion currently in progress. He also thanked the Council for his nomination to the TAD Board.

PUBLIC TESTIMONY FOR ACTION ITEMS

There was no request for public testimony

CONSENT AGENDA

- 1. Consider action to award a contract between the City of Watauga and Burgess & Niple, Inc. for the creation of a Comprehensive Safety Action Plan, to reduce and ultimately eliminate fatal and serious injuries on the roadways.**
- 2. Consider action on approval of May 12, 2025, Regular City Council Meeting minutes.**
- 3. Consider action on approval of the August 11, 2025, City Council Workshop minutes.**
- 4. Consider action on approval of the September 8, 2025, Council Workshop Minutes.**

5. Consider action on approval of the September 8, 2025, City Council meeting minutes.
6. Consider action on approval of the October 13, 2025, Regular City Council meeting.
7. Consider action on approval of the Monthly Financial Report for the period ending September 30, 2025.
8. Consider action on approval of the Quarterly Investment Report for the period ending September 30, 2025.
9. Consider action on the purchase of workstation/laptop and server and accessory replacements from Dell, Inc. utilizing State of Texas contract DIR-CPO-5792 and the purchase of replacement Surface Pro devices from CDWG utilizing state of Texas contract DIR-CPO-5093 which satisfies all bid requirements.
10. Consider action on approval of a gym floor replacement purchase and installation for the Hector F. Garcia Community Center with Rubber Flooring Systems, Inc., in the amount of \$135,129.52 with a contingency of \$9,870.48, for a total cost not to exceed \$145,000.
11. Consider action on approval of a Professional Services Agreement between the City of Watauga and Burgess & Niple, Inc. for General Engineering Services
12. Consider action to authorize the City Manager to complete the purchase of a New Type I MICU Ambulance through HGAC Cooperative Purchasing and Declaration of Surplus 2018 Dodge Ram 5500 Ambulance (Unit #012)

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 Blackburn seconded the motion. Mayor Miner called for a vote.

Motion passed 6-0-0-0.

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

Nays: None

Abstain: None

Absent: None

ACTION ITEMS

1. **Consider Action on an ordinance adopting regulations for boarding homes, providing for permitting, regulation of activities, and penalties.**

The Council considered an ordinance regulating boarding and group homes, including permitting, enforcement, and penalties. Chief Barkley explained that the ordinance is a collaborative effort to ensure compliance with building and fire codes, track permitted

facilities, and meet state reporting requirements. Concerns were raised about impacts on vulnerable populations in care facilities and nursing homes. Reports of unregistered or noncompliant homes may come from citizens via the City website or through public safety responses, and the City will coordinate with state agencies as needed. Emergency inspections, spot checks, and compliance measures, including potential revocation of registration, were also discussed.

Councilmember Downey made a motion to accept the ordinance as presented. Councilmember Blackburn seconded the motion.

With no further discussion Mayor Miner called for a vote.

Motion passed 6-0-0-0.

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

Nays: None

Abstain: None

Absent: None

2. Consideration and Action on Ordinance Adopting the 2024 International Fire Code (IFC) with Local Amendments

Fire Chief Randy Barkley presented the proposed adoption of the 2024 International Fire Code (IFC) with local amendments to update from the 2021 code, align with the 2024 building code, and follow ISO regulations and best practices for Texas fire departments. He noted that the ordinance and code update were developed collaboratively with the fire, police, and code enforcement departments, as well as the City Attorney, and emphasized its role in regulating boarding and group homes to protect vulnerable residents.

The ordinance establishes a registration process, allows inspections—both scheduled and spot inspections—for compliance with building and fire codes, and provides enforcement measures, including temporary or permanent revocation of registration. Council members discussed reporting mechanisms for citizens, coordination with state agencies such as Adult Protective Services and Health and Human Services, and procedures for emergency situations involving vulnerable residents, including temporary housing and medical care.

Chief Barkley explained that unregistered facilities are often identified through public safety responses and that annual reporting to the Health and Human Services Commission will be completed as required by state law. Key amendments to the IFC include implementing an annual fire permit system for businesses to standardize inspections and billing. The Council noted the broad scope of the code and ordinance, the focus on safeguarding vulnerable populations, and the proactive, collaborative effort behind the initiatives.

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

Mayor Miner called for a vote.

Motion passed 6-0-0-0.

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

Nays: None

Abstain: None

Absent: None

3. **Consider action on an ordinance of the City of Watauga, Texas, amending Chapter 12 of the Code of Ordinances of the City of Watauga, Texas; amending various rates and fees in Sections 12-2, 12-4, 12-14, 12-15, 12-22 of Chapter 12; providing a repealing clause; providing a savings clause, providing for severability; and providing an effective date.**

Jennifer Calvert, Finance Director, presented the item, stating that there were no changes from when it was previously presented to the Council in a workshop.

Mayor Miner asked for a Motion. Councilmember Neal made a motion to accept the item as presented. Councilmember Shelbourne seconded the motion.

Mayor Miner called for a vote.

Motion passed 6-0-0-0.

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

Nays: None

Abstain: None

Absent: None

4. **Consider action on the purchase of Badger M25 encoders, connectors, cellular endpoints, and miscellaneous parts from Atlas Utility Supply Company for the implementation of the AMI project.**

Jennifer Calvert, Finance Director, presented the item, explaining that the Council would be retrofitting the current system rather than performing a full replacement. She noted that the \$1.9 million quote includes all necessary encoders, endpoints, and the Badger Beacon engagement fee of \$7,500, and that Atlas is the sole-source provider in North Texas. Councilmembers thanked staff for reducing costs compared to a full replacement.

Mayor Miner asked for a Motion. Councilmember Shelbourne made a motion to accept the item as presented. Councilmember Downey seconded the motion.

Mayor Miner called for a vote.

Motion passed 6-0-0-0.

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

Nays: None

Abstain: None

Absent: None

EXECUTIVE SESSION

Pursuant to Section 551.074 of the Texas Government Code, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee. To discuss and provide feedback regarding the annual performance evaluation of the City Secretary

Mayor Miner recessed into executive session at 8:02 pm

RECONVENE

Mayor Miner reconvened the meeting at 8:41 pm

ITEMS OF EXECUTIVE SESSION DELIBERATION

1. Consideration and possible action relating to the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee. To discuss and provide feedback regarding the annual performance evaluation of the City Secretary

Council took no action on the item.

ITEMS FOR FUTURE AGENDAS

Councilmember Blackburn reminded the Council that she would like the animal control ordinance, specifically regarding the dumping of animals, to be reviewed.

ADJOURNMENT

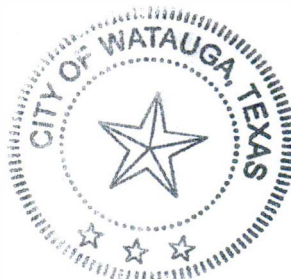
Mayor Miner adjourned the meeting at 8:42 p.m.

Approved: this 12 day of January, 2026

Signed: this 13 day of January, 2026

ATTEST:

 /s/ Linda Proskey
Linda Proskey, City Secretary



APPROVED:

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