



**MINUTES
WATAUGA CITY COUNCIL
REGULAR MEETING
CITY HALL COUNCIL CHAMBER,
7105 WHITLEY ROAD,
MONDAY, March 9, 2026
6:30 PM**

CALL TO ORDER

Mayor Arthur Miner called the meeting to order at 6:36 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 (Absent w/notice)
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
Randy Barkley
Paul Hackelman
Kevin Mead
Jennifer Calvert
Timothy Hamilton
Julie Rodriguez
Lana Ewell

City Manager
City Secretary
Asst. City Manager/Fire Chief
Asst. City Manager/Public Works Director
Asst. Police Chief
Finance Director
Parks Director
Human Resources/Civil Service Director
Library Director

INVOCATION

Pastor Dennis Hester of First Baptist Church of Watauga gave the invocation

PLEDGE OF ALLEGIANCE United States and Texas Flags

Scouts and Mayor Miner led the Pledge of Allegiance

ANNOUNCEMENTS

Chris Blackburn attended a Texas Municipal League training last week. During the session, he was impacted by filmmaker Brett Cole and his film Legends of the Night, recommending others look it up to better understand Cole's mission. The film, created with no budget, demonstrated that meaningful work can be accomplished through heart, courage, and purpose. It raised the question of how to achieve extraordinary results with limited resources and emphasized that leadership is rooted in resolve rather than resources. Blackburn noted that effective leadership involves looking deeper to recognize potential and goodness in others, even when they cannot see it themselves, and that leadership is ultimately about transformation, not just management.

Councilmember Neal reported that Wataugafest is 66 days away and will begin on May 14. He also announced that Big Vehicle Day is at the library. Additionally, he encouraged residents to visit the local animal shelter.

Mayor Miner also announced that he also attended the Texas Municipal League Conference last week and agrees that it was outstanding.

PRESENTATIONS

1. Presentation of Employee of the Month Award for the month of March

Sandra Gibson and Mayor Miner presented Natalie Cadavid, Administrative Assistant, with the Fire Department.

2. Presentation of Service Awards for the City of Watauga Employees celebrating a Milestone Anniversary during the month of March

Sandra Gibson and Mayor Miner presented Morgan Roper, Utility Billing Administrator with a service award in recognition of 20 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 Monthly Financial Report for the period ending January 31, 2026.**
- 2. Consider action on approval of the Watauga Police Department annual 2025 Racial Profiling report which is required by Article 2.132 Texas Code of Criminal Procedure (CCP).**
- 3. Consider action on approval of the first one-year renewal option, RFP-23-003, with Black Hill Landscaping and Paysage Group for landscape maintenance of city parks, roadway medians and facilities.**
- 4. Consider action to authorize the City Manager to approve new lease contracts for print management and copiers from Xerox Solutions**
- 5. Consider action to authorize the City Manager to approve the SLA renewal of a commercial phone system agreement with Spectrum VoIP**
- 6. Consider action on approval of an ordinance canceling the May 2, 2026, General Election**
- 7. Consider action on the approval of the renewal of the massage permits for Magic Massage, Niu Niu Foot Spa, RR Massage, A+ Massage**
- 8. Consider action on approval of the January 12, 2026, Workshop minutes.**
- 9. Consider action on approval of the January 12, 2026, City Council Regular meeting minutes**
- 10. Consider approval of the February 9, 2026, City Council Regular meeting.**
- 11. Consider action on approval of the February 9, 2026, Workshop minutes**
- 12. Consider action on approval of Emily Kim to Place 4 on the Library Board.**
- 13. Consider action on approval of an ordinance canceling the May 2, 2026, Special Election to fill a vacancy for an unexpired term, Place 5.**

Mayor Miner called for a Motion. Councilmember Downey made a motion to accept the consent agenda as presented. Councilmember Neal seconded the motion

Mayor Miner called for a vote.

Motion passed 4-1-0-0.

Ayes: Shelbourne, Blackburn, Downey, Neal, Hill

Nays: Taylor

Abstain: None

Absent: Shelbourne

ACTION ITEMS

- 1. Consider action on approval of a Resolution authorizing participation in the U.S. Fixed Income Trust (US FIT) or one of its Texas public funds investment pools, e.g. Texas FIT (TX-FIT).**

Jennifer Calvert, Finance Director, presented a resolution to authorize participation in the U.S. Fixed Income Trust (US FIT), specifically one of its Texas public funds investment pools. US FIT is a local government investment pool established in 2019 and governed by a board that includes municipal participants. The AAA-rated pools meet Public Funds Investment Act requirements and are comparable to other City investments such as TexPool, LOGIC, and TexasTERM. The program offers an additional option to help maximize yield, with returns slightly higher but within a similar range, and provides weekly updates. The resolution also designates Sandra Gibson, Jennifer Calvert, and Kimberly Rupkalvis as authorized representatives.

Mayor Miner called for a Motion. Councilmember Taylor made a motion to approve as presented. Councilmember Hill seconded the motion

With no further discussion Mayor Miner called for a vote.

Motion passed 5-0-0-0.

Ayes: Blackburn, Downey, Neal, Taylor, Hill

Nays: None

Abstain: None

Absent: Shelbourne

2. Discuss and consider action on approval of a resolution to accept the Annual Audit and Single Audit for the period October 1, 2024 - September 30, 2025.

Jennifer Calvert introduced Jackie Gonzalez, engagement partner; Stephanie Wilson, audit director; and Brett Carroll, senior associate with Weaver. Ms. Gonzalez presented the audit results, noting that Weaver is a national public accounting firm with a public sector practice established in 1950 and more than 170 employees serving over 300 governmental clients, including more than 40 cities. Services include audits, risk assessments, internal audits, digital transformation, and grant compliance. The audit was conducted in accordance with generally accepted auditing standards and generally accepted government auditing standards, including a single audit over federal awards, with testing of the City's compliance with applicable laws, regulations, contracts, and grant agreements. The audit timeline included interim fieldwork in August, final fieldwork in December, and issuance of opinions in early March.

An unmodified (clean) opinion was issued, with no material weaknesses or significant deficiencies identified in internal controls and no material non-compliance related to the financial statements. For the single audit, the major program which was audited was the Coronavirus State and Local Fiscal Recovery Funds, and the City was issued an unmodified (clean) opinion over the program. The City is considered a low-risk auditee, with no material weaknesses or audit findings in the past two years and no findings in the current year. Financial highlights for the year ending 2025 included total assets of approximately \$47.8 million, with just over \$11 million being in the General Fund; liabilities of \$2.7 million, of which \$1.28 million was in the General Fund; and deferred inflows of \$800,000, with \$734,000 being in the General Fund, which gives total fund balances of \$44.3 million, including \$9.4 million in the General Fund. Total revenues were \$29.6 million, with \$18.2 million in the General Fund, and expenditures totaled nearly \$32 million, including \$18.5 million in the General Fund. Other financing sources were \$9.5 million, with \$262,000 being in the General Fund. The overall net change in fund balance was a positive \$7.3 million, while the General Fund reflected a decrease of \$143,000. Revenues were primarily derived from taxes and franchise fees (73.7%), while expenditures were largely for public safety (50.7%), followed by general government (28.6%), culture and recreation (14.6%), and public works (5.4%).

For business-type activities, including water, sewer, and drainage utilities, total assets were just over \$65 million, liabilities totaled \$24.7 million, and net position exceeded \$40.5 million, including \$30.9 million invested in capital assets and \$9.6 million unrestricted. Operating revenues were \$11.9 million, with expenses of \$9.7 million; non-operating revenues were \$390,000, with transfers out across both funds of \$946,000, resulting in a total change of \$1.6 million. The Water and Sewage Fund reported \$10.4 million in revenues and

\$8.7 million in expenses, while the Drainage Utility Fund reported \$1.5 million in both revenues and expenses. Ms. Gonzalez concluded by thanking the Council for the opportunity to serve, and the Council expressed appreciation for Weaver's work. The unmodified opinion was issued on February 24, and the audit results were also presented to the audit committee. The finance team was recognized for their efforts.

Mayor Miner called for a Motion. Mayor Pro Tem Blackburn made a motion to approve the audit as presented. Councilmember Taylor seconded the motion

With no further discussion Mayor Miner called for a vote.

Motion passed 5-0-0-0.

Ayes: Blackburn, Downey, Neal, Taylor, Hill

Nays: None

Abstain: None

Absent: Shelbourne

- 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, 12-30 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. Administrative Miscellaneous Fees (12.2) would remove the \$5 processing fee for damaged or lost items, because the replacement cost already covers it. Parks and Recreational Fees (Chapter 30) include adjustments to membership fees, increasing the non-resident fee by \$5, the family of four membership by \$20, and adding \$30 for each additional child. A request replacement card fee of \$5 is also added to recoup costs. Class Fees (B) would increase camp fees for both residents and non-residents to maintain field trips and add a late camp pickup fee. Rental and Facility Fees (C) include name changes to Foster Village Park, adding the cottage, breaking up fees for each field, and splitting fees into resident and non-resident categories. Also, includes name changes to the Active Adult Center, removing "room" from descriptions, and specifying it is the Indian Springs sports field.

Mayor Miner called for a Motion. Mayor Pro Tem Blackburn made a motion to approve the audit as presented. Councilmember Neal seconded the motion

With no further discussion Mayor Miner called for a vote.

Motion passed 5-0-0-0.

Ayes: Blackburn, Downey, Neal, Taylor, Hill

Nays: None
Abstain: None
Absent: Shelbourne

4. Discuss and consider the procedures for the training and travel budget for the Council

Mayor Miner presented the item. A subcommittee was formed to review travel and training arrangements for inclusion in the Council Rules and Procedures. The subcommittee developed several ideas; however, the city attorney identified an issue with their suggestions. Mayor Miner asked the subcommittee whether they would like to discuss the item further or bring it back at the next meeting.

A motion was made by Mayor Pro Tem Blackburn to bring the item back at the next council meeting on April 13, 2026. Councilmember Taylor seconded the motion.

With no further discussion Mayor Miner called for a vote.

Motion passed 5-0-0-0.
Ayes: Blackburn, Downey, Neal, Taylor, Hill
Nays: None
Abstain: None
Absent: Shelbourne

The motion passed 5-0-0-0.

Ms. Gibson was asked to coordinate with the city attorney for the April 13 meeting.

EXECUTIVE SESSION

Pursuant to Section 551.074 of the Texas Government Code (Personnel), to deliberate and discuss the goals and objectives of the City Manager.

Mayor Miner recessed into executive session at 7:17 pm

RECONVENE

Mayor Miner reconvened the meeting at 7:39 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 Manager.

No action was taken.

ITEMS FOR FUTURE AGENDAS

There were no items for future agendas

ADJOURNMENT

Mayor Miner adjourned the meeting at 7:40 p.m.

Approved: this 11 day of May, 2026

Signed: this 12 day of May, 2026

APPROVED:

/s/ Arthur L. Miner

Arthur L. Miner, Mayor

ATTEST:

/s/ Linda Proskey

Linda Proskey, City Secretary

