

**MINUTES
WATAUGA CITY COUNCIL
PRE-COUNCIL & REGULAR MEETING
MONDAY, JULY 23, 2018
CITY HALL, COUNCIL CHAMBER, 7105 WHITLEY ROAD
6:00 PM**

PRE-COUNCIL

The City Council of the City of Watauga, Texas convened in Pre-Council at 6:01 p.m., with the following members present:

Mayor, Patrick Shelbourne
Council Member, Place 2 Tom Snyder
Council Member, Place 3 Sandra Bush
Council Member, Place 4 David Griffin
Council Member, Place 5 Melva Clark
Council Member, Place 6 Mark Taylor
Council Member, Place 7 Kim Irving

and

Andrea Gardner, City Manager
Mark Daniel, City Attorney
Robert Parker, Chief of Police
Shawn Fannan, Fire Chief
Sandra Gibson, Director of Finance
Paul Hackleman, Director of Public Works
Marcia Reyna, Director of Human Resources/Civil Service
Lana Ewell, Library Director
Bradley Fraley, Chief Information Officer/PIO

CALL TO ORDER

Pre-Council was convened at 6:01 p.m.

CITY COUNCIL AGENDA DISCUSSION

1. Discussion and questions regarding consent agenda items for regular meeting

Council Member Taylor and Council Member Bush discussed their concerns with regard to Consent Agenda Item 8 and the terms not being accurate with what was presented.

2. Discussion and questions regarding regular agenda items for regular meeting

There was no discussion on this item.

REGULAR COUNCIL MEETING

Regular Meeting commenced at 6:12 p.m.

INVOCATION

Mayor Shelbourne gave the invocation.

PLEDGE TO THE FLAG

Mayor Shelbourne led the pledge to the flags.

DISCUSSION AND APPROVAL OF MEETING AGENDA

1. Discussion and action on approval of meeting agenda

Council Member, Place 5 Melva Clark made a motion to approve the agenda as presented. Council Member, Place 2 Tom Snyder seconded the motion, which passed as follows:

AYES: Tom Snyder, Sandra Bush, David Griffin, Melva Clark, Mark Taylor,
Kim Irving

NAYS: None

ABSENT: None

ABSTAIN: None

CITIZEN'S OPEN FORUM

Mr. Chase Poorman, addressed the issues with Hightower Commons.

Mr. Pete Beierschmitt addressed the issue of where is the two-million dollars with regard to the CCD and PDC Funds.

Ms. Jennifer Cooper addressed the issues with Hightower Commons.

PRESENTATIONS

1. Presentation of Proclamation to Mrs. Pat Gerhardt, posthumously honoring Council Member Hal Gerhardt for his service, time and dedication to the City of Watauga

Mayor Shelbourne presented a Proclamation to Mrs. Pat Gerhardt, posthumously honoring Council Member Hal Gerhardt for his service, time and dedication to the City of Watauga.

2. Presentation of Certificate of Recognition to former Council Member, Brandon Krausse

Mayor Shelbourne presented Certificate of Recognition to former Council Member, Brandon Krausse.

3. Presentation of Service Awards for City of Watauga Employees celebrating a milestone anniversary during the month of July 2018

Andrea Gardner, City Manager presented Service Awards to Sandy Toney with the Police Department for 25 years of service.

4. Presentation of a plaque from the Texas Fire Chiefs Association to Watauga Fire Department for completing the performance requirements outlined in the Best Practices Program.

Shawn Fannan, Fire Chief received a plaque from the Texas Fire Chiefs Association to Watauga Fire Department for completing the performance requirements outlined in the Best Practices Program.

5. Presentation from ichoosr

Daniel Wilkinson with ichooser provided a presentation with regard to reverse options for energy rates.

REPORTS

1. Quarterly Financial Report for the period ending June 30, 2018

Sandra Gibson, Director of Finance, provided an update on Quarterly Financial Report for the period ending June 30, 2018.

2. Update on Mid-Cities Care Corps Volunteer Project

Andrea Gardner, City Manager provided an update on Mid-Cities Care Corps Volunteer Project.

3. Update on Economic Development and introduction of Mr. Trent Petty

Andrea Gardner, City Manager provided an update on Economic Development and introduced Mr. Trent Petty with Petty and Associates.

CONSENT AGENDA

Council Member, Place 6 Mark Taylor made a motion to approve the consent agenda as presented. Council Member, Place 6 Mark Taylor seconded the motion, which passed as follows:

AYES: Tom Snyder, Sandra Bush, David Griffin, Melva Clark, Mark Taylor, Kim Irving

NAYS: None

ABSENT: None

ABSTAIN: None

1. Approval of City Council Workshop Minutes for June 25, 2018

2. Approval of City Council Regular Meeting Minutes for June 25, 2018

3. Approval of Quarterly Investment Report for the period ending June 30, 2018
4. Acceptance of Parks Development Corporation Budget for Fiscal Year 2018-2019 and approval to set a Public Hearing to allow for public comment on August 27, 2018 at 6:00 p.m.
5. Approval of a proposed resolution revising Policy 6.04 Classification and Compensation Plan of the City of Watauga Personnel, Administration and Financial Policies and Procedures Manual {CAPTION}

The resolution as approved carried the following caption:

CITY OF WATAUGA, TEXAS
RESOLUTION NO. 18-07-23-01

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS
ADOPTING SECTION 6.04(L)
OF THE PERSONNEL, ADMINISTRATION AND FINANCIAL POLICIES AND
PROCEDURES MANUAL REGARDING THE EMPLOYEE RECRUITMENT
COMPENSATION POLICY; PROVIDING THAT ALL RESOLUTIONS IN CONFLICT
HEREWITH ARE HEREBY
REPEALED TO THE EXTENT THAT THEY ARE IN CONFLICT;
PROVIDING A SAVINGS CLAUSE: PROVIDING AN EFFECTIVE DATE

6. Approval of a proposed resolution adopting the WataugaFit Employee Wellness Program {CAPTION}

The resolution as approved carried the following caption:

CITY OF WATAUGA, TEXAS
RESOLUTION NO. 18-07-23-02

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS:
ADOPTING THE WATAUGAFIT EMPLOYEE
WELLNESS PROGRAM; PROVIDING THAT ALL RESOLUTIONS
IN CONFLICT HEREWITH ARE HEREBY REPEALED TO THE
EXTENT THAT THEY ARE IN CONFLICT; PROVIDING A

SAVINGS CLAUSE; PROVIDING AN EFFECTIVE DATE

7. Approval of the Bank Depository Services First Renewal Option with Southside Bank to extend the contract term through August 31, 2019 under the same terms and conditions
8. Approval of the second renewal term for Bid # 16-026 Library Books & Media Discount through June 30, 2019

PUBLIC HEARING

1. Planning and Zoning Case SUP-18-02: Request for a Specific Use Permit (SUP) for Los Cuando Best Burritos, a restaurant with a proposed drive-through to be located at 7304 Denton Hwy, being Lot 5, Block 1, Harvest Baptist Church Addition, Phase III. The property is located on the east side of Denton Hwy (US 377) north of Hightower Drive and south of Starnes Road. Bradley D. Smith/Fiesta Restaurant Group, owner. Ricardo Valencia, applicant.

- a. Open Public Hearing-allow for staff comments

Mayor Shelbourne recessed the Regular Meeting and opened the Public Hearing at 7:32 p.m. Andrea Gardner, City Manager provided a summary of Case SUP-18-02.

- b. Public Comments

There were no public comments.

- c. Close Public Hearing

Mayor Shelbourne closed the Public Hearing and reconvened the Regular Meeting at 7:37 p.m.

NEW BUSINESS

1. Discussion and action on approval of a proposed ordinance, approving Planning

and Zoning Case SUP-18-02, request for a Specific Use Permit (SUP) for Los Cuando Best Burritos, a restaurant with a proposed drive-through to be located at 7304 Denton Hwy, being Lot 5, Block 1, Harvest Baptist Church Addition, Phase III {CAPTION}

Council Member, Place 5 Melva Clark made a motion to approve a proposed ordinance, approving Planning and Zoning Case SUP-18-02, request for a Specific Use Permit (SUP) for Los Cuando Best Burritos, a restaurant with a proposed drive-through to be located at 7304 Denton Hwy, being Lot 5, Block 1, Harvest Baptist Church Addition, Phase III. Council Member, Place 2 Tom Snyder seconded the motion, which passed as follows:

AYES: Tom Snyder, Sandra Bush, David Griffin, Melva Clark, Mark Taylor, Kim Irving

NAYS: None

ABSENT: None

ABSTAIN: None

The ordinance as approved carried the following caption:

CITY OF WATAUGA, TEXAS
ORDINANCE NO. 1663

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS APPROVING A SITE PLAN AND GRANTING A SPECIFIC USE PERMIT IN PLANNING AND ZONING CASE SUP 18-02 PURSUANT TO SECTION 115 OF THE CODE OF ORDINANCES OF THE CITY OF WATAUGA, TEXAS; PROVIDING THAT ALL ORDINANCES IN CONFLICT HEREWITH ARE HEREBY REPEALED TO THE EXTENT THAT THEY ARE IN CONFLICT; PROVIDING FOR A SAVINGS CLAUSE; PROVIDING FOR AN EFFECTIVE DATE

2. Discussion and possible action on approval of a proposed resolution calling for a Special Election for the unexpired term of Council Member Places 1 to be held on Tuesday, November 6, 2018 at Watauga City Hall, 7105 Whitley Road, Watauga, Texas, 76148, including days and hours of Early Voting and continuing joint election services through Tarrant County {CAPTION}

Council Member, Place 7 Kim Irving made a motion to approve resolution calling for a Special Election for the unexpired term of Council Member Places 1 to be held on Tuesday, November 6, 2018 at Watauga City Hall, 7105 Whitley Road, Watauga, Texas, 76148, including days and hours of Early Voting and continuing joint election services through Tarrant County. Council Member, Place 5 Melva Clark seconded the motion, which passed as follows:

AYES: Tom Snyder, David Griffin, Melva Clark, Mark Taylor, Kim Irving

NAYS: Sandra Bush

ABSENT: None

ABSTAIN: None

The resolution as approved carried the following caption:

CITY OF WATAUGA, TEXAS
RESOLUTION NO. 18-07-23-03

A RESOLUTION AND ELECTION ORDER BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS CALLING A SPECIAL ELECTION TO BE HELD IN SAID CITY ON THE 6TH DAY OF NOVEMBER 2018 FOR THE ELECTION TO FILL A VACANCY THAT EXISTS IN THE UNEXPIRED TERM OF CITY COUNCIL MEMBER, PLACE 1, PROVIDING FOR A JOINT ELECTION AGREEMENT WITH TARRANT COUNTY; SETTING THE DATE, PLACE AND TIME OF SAID ELECTION; AND OTHER PROVISIONS OTHERWISE INCIDENTAL TO SUCH RESOLUTION IN ACCORDANCE WITH THE TEXAS ELECTION LAWS AND ARTICLES III AND IV OF THE CITY OF WATAUGA HOME RULE CHARTER; PROVIDING THAT ALL RESOLUTIONS IN CONFLICT HERewith ARE HEREBY REPEALED TO THE EXTENT THAT THEY ARE IN CONFLICT; PROVIDING A SAVINGS CLAUSE: PROVIDING AN EFFECTIVE DATE

3. Discussion and action on proposed billing rate increase requested by Mark G. Daniel, City Attorney, effective October 1, 2018

Council Member, Place 5 Melva Clark made a motion to approve proposed billing rate increase requested by Mark G. Daniel, City Attorney, effective October 1, 2018. Council Member, Place 2 Tom Snyder seconded the motion, which passed as follows:

AYES: Tom Snyder, Sandra Bush, David Griffin, Melva Clark, Mark Taylor, Kim Irving
NAYS: None
ABSENT: None
ABSTAIN: None

4. Discussion and action on approval of proposed resolution adopting City Manager Reporting Requirements regarding sick leave and vacation leave {CAPTION}

Council Member, Place 5 Melva Clark made a motion to approve resolution adopting City Manager Reporting Requirements regarding sick leave and vacation leave. Council Member, Place 2 Tom Snyder seconded the motion, which passed as follows:

AYES: Tom Snyder, Sandra Bush, David Griffin, Melva Clark, Mark Taylor, Kim Irving
NAYS: None
ABSENT: None
ABSTAIN: None

The resolution as approved carried the following caption:

CITY OF WATAUGA, TEXAS
RESOLUTION NO. 18-07-23-04

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF
WATAUGA, TEXAS AUTHORIZING THE MAYOR TO
APPROVE AND SIGN "ABSENCE AND OVERTIME
REPORTS" SUBMITTED BY THE CITY MANAGER IN THE
EVENT THE CITY MANAGER WISHES TO UTILIZE SICK
LEAVE AND VACATION LEAVE; PROVIDING THAT ALL
RESOLUTIONS IN CONFLICT HERewith ARE HEREBY
REPEALED TO THE EXTENT THAT THEY ARE IN

CONFLICT; PROVIDING A SAVINGS CLAUSE; PROVIDING
AN EFFECTIVE DATE

5. Discussion and action on a proposed resolution regarding the Home Rule Charter, Section 7.02 (6) City Secretary, delegating to the City Manager the approval of sick leave, vacation leave and specific administrative duties in connection with the limited supervision of the City Secretary {CAPTION}

Council Member, Place 5 Melva Clark made a motion to approve resolution regarding the Home Rule Charter, Section 7.02 (6) City Secretary, delegating to the City Manager the approval of sick leave, vacation leave and specific administrative duties in connection with the limited supervision of the City Secretary. Council Member, Place 2 Tom Snyder seconded the motion, which passed as follows:

AYES: Tom Snyder, Sandra Bush, David Griffin, Melva Clark, Mark Taylor, Kim Irving
NAYS: None
ABSENT: None
ABSTAIN: None

The resolution as approved carried the following caption:

CITY OF WATAUGA, TEXAS
RESOLUTION NO. 18-07-23-05

A RESOLUTION BY THE CITY COUNCIL OF THE CITY
OF WATAUGA, TEXAS DELEGATING TO THE CITY
MANAGER PURSUANT TO SECTION 7.02(6) OF THE
HOME RULE CHARTER THE AUTHORITY TO OVERSEE
THE APPROVAL OF SICK LEAVE, VACATION LEAVE
AND SPECIFIC ADMINISTRATIVE DUTIES IN
CONNECTION WITH LIMITED SUPERVISION OF THE
CITY SECRETARY; PROVIDING THAT ALL
RESOLUTIONS IN CONFLICT HERewith ARE HEREBY
REPEALED TO THE EXTENT THAT THEY ARE IN
CONFLICT; PROVIDING A SAVINGS CLAUSE;
PROVIDING AN EFFECTIVE DATE

6. Discussion and action on approval to purchase health, dental and vision insurance with United Healthcare for all eligible employees

Council Member, Place 7 Kim Irving made a motion to approve the purchase health, dental and vision insurance with United Healthcare for all eligible employees.

Council Member, Place 4 David Griffin seconded the motion, which passed as follows:

AYES: Tom Snyder, Sandra Bush, David Griffin, Melva Clark, Mark Taylor, Kim Irving
NAYS: None
ABSENT: None
ABSTAIN: None

7. Discussion and action on approval to purchase life and disability insurance with Mutual of Omaha for all eligible employees

Council Member, Place 4 David Griffin made a motion to approve the purchase of life and disability insurance with Mutual of Omaha for all eligible employees. Council Member, Place 6 Mark Taylor seconded the motion, which passed as follows:

AYES: Tom Snyder, Sandra Bush, David Griffin, Melva Clark, Mark Taylor, Kim Irving
NAYS: None
ABSENT: None
ABSTAIN: None

8. Discussion and action on nominations to the Board of Trustees of the Texas Municipal League Intergovernmental Risk Pool

Council Member, Place 4 David Griffin made a motion to take no action. Council Member, Place 3 Sandra Bush seconded the motion, which passed as follows:

AYES: Tom Snyder, Sandra Bush, David Griffin, Melva Clark, Mark Taylor, Kim Irving
NAYS: None
ABSENT: None
ABSTAIN: None

9. Discussion and possible action on repealing resolution 02-12-09-03 regarding rotating the selection of a Mayor Pro Tem

Council Member, Place 5 Melva Clark made a motion to take no action. Council Member, Place 7 Kim Irving seconded the motion, which passed as follows:

AYES: Tom Snyder, Sandra Bush, David Griffin, Melva Clark, Mark Taylor, Kim Irving
NAYS: None
ABSENT: None
ABSTAIN: None

10. Discussion and possible action on providing direction regarding the Interview Committee

Council Member, Place 6 Mark Taylor made a motion to direct the City Attorney to draft a resolution to incorporate an alternate position on the Interview Committee. Council Member, Place 3 Sandra Bush seconded the motion, which passed as follows:

AYES: Tom Snyder, Sandra Bush, David Griffin, Melva Clark, Mark Taylor, Kim Irving
NAYS: None
ABSENT: None
ABSTAIN: None

ADJOURNMENT

With there being no further business, Mayor Shelbourne adjourned the meeting at 8:20

p.m.

APPROVED: this 17th day of December, 2018

SIGNED: this 17th day of December, 2018

APPROVED:

/S/

David Griffin, Mayor Pro Tem

ATTEST:

/S/

Zolaina R. Parker, City Secretary

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