



AGENDA
WATAUGA CITY COUNCIL
REGULAR MEETING
MONDAY, APRIL 8, 2019
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
6:30 PM

REGULAR MEETING TO COMMENCE IMMEDIATELY AFTER WORKSHOP

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)

INVOCATION

PLEDGE OF ALLEGIANCE United States and Texas Flags

ANNOUNCEMENTS

DISCUSSION AND APPROVAL OF MEETING AGENDA

1. Consideration and action on approval of meeting agenda

PRESENTATIONS

1. Presentation of Proclamation for Watauga Small Business Week - May 5 - 11, 2019
Mayor Pro Tem David Griffin
2. Presentation of Proclamation to Famous Footwear for 15 Years of Business Service
Mayor Pro Tem David Griffin
3. Presentation of Proclamation to Lee Cleaners for 15 Years of Business Service
Mayor Pro Tem David Griffin
4. Presentation of Proclamation to Schlotzsky's for 15 Years of Business Service
Mayor Pro Tem David Griffin
5. Presentation of a Proclamation to Alliance for Children in honor of Child Abuse Prevention Month, April 2019
Mayor Pro Tem David Griffin
6. Presentation of Service Awards for City of Watauga Employees celebrating a milestone anniversary during the month of April 2019
Andrea Gardner, City Manager
7. Presentation of Life Saving Awards to Lieutenant Robert Boettcher, Firefighters David Martinez, Justin Morris, William Hammond, Stephen Osborn and Jacob Flores
Shawn Fannan, Fire Chief

8. Presentation of Stone of Hope Award to City of Watauga by Southern Christian Leadership Conference (SCLC) in honor of having one of the hottest and most affordable housing markets in the country since 2017
Mayor Pro Tem David Griffin - Place 4

CITIZEN'S OPEN FORUM (The Citizens Open Forum section of the agenda is an opportunity for citizens to speak to the City Council regarding matters that are not posted on that particular meeting's agenda. Individual citizens addressing the City Council during the Citizens Open Forum shall not exceed three (3) minutes in their comments; however, the Chair may extend the speaker's allotted time. At the beginning of the Citizens Open Forum section of the meeting, citizens desiring to speak shall stand* when prompted by the Chair so that they may be recognized and recorded as the individuals who will speak. Only those citizens who stand* during this time of recognition will be allowed to speak. The Chair shall ask each citizen wishing to speak to come to the podium to speak in turn in an orderly manner. Before providing comments, each speaker must state his or her name and address for the record. If speaking for an organization or group, the speaker should identify the group represented. Because this section of the meeting is for matters not posted on that particular meeting's agenda, members of the City Council may only provide a statement of factual information in response to the inquiry or recite existing policy in response (e.g., to correct a factual misstatement made by the citizen or provide factual information requested by the citizen). Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a future meeting. If necessary, the Chair will task the City Manager to respond to the citizen and report back to the City Council within forty-eight (48) hours, or as soon as practicable. Such report to the City Council shall not constitute a meeting called by the City Council nor shall it constitute deliberation or formal action.)

REPORTS

1. Update on the Watauga Animal Shelter's process as it pertains to care of animals and strays during after-hours
Mayor Pro Tem David Griffin - Place 4

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.

1. Consideration and Approval of Monthly Financial Report for the period ending February 28, 2019
Sandra Gibson, CGFO, CGFM, Director of Finance
2. Consideration and approval of the Letter of Engagement for Whitley Penn, LLP to perform the Fiscal Year 2018-2019 City of Watauga Independent Audit in an amount not to exceed \$53,000, representing the fourth and final renewal term for Proposal # 15-024
Sandra Gibson, CGFO, CGFM, Director of Finance
Deby Woodard, Assistant Director of Finance

3. Consideration and approval of the job description and position profile for the position of City Secretary
Marcia Reyna, Human Resources and Civil Service Director
4. Consideration of approving water billing adjustments from North Richland Hills (NRH) due to water main break and subtraction meter failure and authorize the City Manager to approve modified payments as needed in the future
Paul Hackleman, P.E., CFM, Director of Public Works

PUBLIC HEARING

1. Public Hearing to address Complaint 2019-01, 2019-02 and 2019-03
Council Member Scott Prescher - Place 1

UNFINISHED BUSINESS

1. Consideration and action to ratify the motion and vote on authorizing City staff to conduct an applicant search for purposes of filling the vacancy of City Secretary and authorizing City staff to contract with a qualified firm for interim City Secretary services until such time as the position of City Secretary is filled
Andrea Gardner, City Manager
2. Consideration and action to authorize City staff to contract with Texas First Group for Interim City Secretary services/duties until such time as the position of City Secretary is filled
Andrea Gardner, City Manager

NEW BUSINESS

1. Consideration and action to approve the appointment of Terri Johnson as Interim City Secretary
Marcia Reyna, Human Resources and Civil Service Director
2. Discussion and approval on the Community Development Block Grant (CDGB) 44th Year Dunson Drive and Dunson Court Wastewater System Improvements - Construction Bid Acceptance in the amount of \$196,189.74
Paul Hackleman, P.E., CFM, Director of Public Works
Andrea Gardner, City Manager
3. Consideration, discussion and possible action on the review of City Ordinance Sec. 40-208 through 40-211, as it pertains to trailers
Robert Parker, Chief of Police
4. Discussion and direction on over 65 discount eligibility for water and sewer services
Sandra Gibson, CGFO, CGFM, Director of Finance

5. Consideration and action on approval of Grounds Maintenance Proposal # 19-006 to MGLawn and Landscape, LLC for Options 1,2, & 3
Sandra Gibson, CGFO, CGFM, Director of Finance
Deby Woodard, Assistant Director of Finance
Jennifer Walls, Purchasing Agent
6. Consideration and action on a resolution to declare the procedures that support the City Charter language regarding communications with City staff that report to the City Manager
Council Member Place 6
7. Consideration and action on approving a Standard Operating Procedure for City Council Access to City Hall
Andrea Gardner, City Manager
8. Consideration and action on a resolution approving the City of Watauga Strategic Plan for FY 2019-2020
Andrea Gardner, City Manager
9. Consideration and action on appointing two members of the City Council to serve on the City Manager's Workgroup for the purposes of updating the City's Comprehensive Plan
Andrea Gardner, City Manager
10. Consideration and deliberation regarding Criminal Complaint filed against the entire City Council
Council Member Sandra Bush - Place 3
11. Consideration, discussion and possible action on finding a solution as it pertains to crosswalks at local schools
Mayor Pro Tem David Griffin - Place 4
12. Consideration and discussion on providing ideas and suggestions to promote local businesses
Mayor Pro Tem David Griffin - Place 4
13. Consideration and discussion regarding financial expenditures by the City Manager that are under \$50,000 without any oversight
Council Member Sandra Bush - Place 3

ITEMS FOR FUTURE CITY COUNCIL MEETINGS

EXECUTIVE SESSION

The City Council may announce that it will adjourn the public meeting and convene in Executive Session pursuant to Chapter 551 of the Texas Government Code to discuss any matter as specifically listed on this agenda and/or as permitted by Chapter 551 of the Texas Government Code.

The City Council will convene in executive session pursuant to (Texas Open Meetings Act), Chapter 551 of the Texas Government Code, Section 551.074 Personnel Matters, and Section 551.071 Consultation with Attorney, which allows the following:

1. To discuss and provide feedback with regard to the annual performance evaluation of Andrea Gardner, City Manager
2. To provide an update with regard to the Criminal Complaint filed against City Council and City Council Interactions

RECONVENE

The City Council will return to open session in the City Council Chamber for possible discussion and action as a result of the Executive Session.

Discussion and action as a result of the Executive Session deliberating the following:

1. To discuss and provide feedback with regard to the annual performance evaluation of Andrea Gardner, City Manager
2. To provide an update with regard to the Criminal Complaint filed against City Council and City Council Interactions

ADJOURNMENT

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, Zolaina R. Parker, 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 April 5, 2019, before 6:30 p.m., in accordance with Chapter 551 of the Texas Government Code.

Zolaina R. Parker
Zolaina R. Parker, City Secretary, TRMC

