

**MINUTES OF THE REGULAR MEETING
RIVER OAKS CITY COUNCIL
JULY 27, 2010**

MEMBERS PRESENT:

MAYOR PRO TEM JOANN GORDON
COUNCIL MEMBER JOANN BUTLER
COUNCIL MEMBER STEVE HOLLAND
COUNCIL MEMBER JOE CREWS
COUNCIL MEMBER R.R. "BOB" MINTER

STAFF PRESENT:

CITY SECRETARY MARVIN GREGORY
POLICE CHIEF DAN CHISHOLM
BUILDING INSPECTOR STEVEN SANDERS
FIRE CHIEF BILL CREWS
PUBLIC WORKS DIRECTOR JAMES HATLEY
SECRETARY SUSAN STEWART
CITY ATTORNEY BETSY ELAM

MEMBERS ABSENT:

MAYOR HERMAN EARWOOD

1. CALL TO ORDER

With a quorum present, Mayor Pro Tem Gordon called the Regular Meeting of the River Oaks City Council to order at 7:00 p.m. on Tuesday, July 27, 2010 at the River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

2. INVOCATION

Council Member Crews delivered the Invocation.

3. PLEDGE OF ALLEGIANCE TO UNITED STATES FLAG AND THE TEXAS FLAG

Council Member Butler led the pledges of allegiance to the United States and the Texas Flags.

4. READING OF PROCLAMATION(S) BY MAYOR: READING OF PROCLAMATION(S) BY MAYOR:

- APPRECIATION OF JEANNE ADKISON FOR SERVICE TO LIONS INTERNATIONAL
- APPRECIATION OF BEVERLY STEBBINS FOR SERVICE TO LIONS INTERNATIONAL

Mayor Pro Tem Gordon read the above proclamations.

5. CONSENT AGENDA: ALL ITEMS UNDER THIS SECTION ARE RECOMMENDED FOR APPROVAL FOR THE "CONSENT AGENDA". THESE ITEMS ARE OF A ROUTINE NATURE AND REQUIRE ONLY BRIEF DELIBERATION BY COUNCIL.

- A. MINUTES OF SPECIAL CALLED CITY COUNCIL WORKSHOP JULY 12, 2010
- B. MINUTES OF CITY COUNCIL MEETING JULY 13, 2010

C. **BILLS PAYABLE FOR PERIOD ENDING JULY 27, 2010**

Council Member Crews moved, seconded by Council Member Butler, to approve consent agenda items A, B, and C as presented. All voted "Aye."

6. ITEMS TO BE WITHDRAWN FROM CONSENT AGENDA FOR SEPARATE DELIBERATION: COUNCIL RESERVES THE RIGHT TO REMOVE ANY ITEM ON THE CONSENT AGENDA FOR FURTHER DELIBERATION.

None.

PERSONAL APPEARANCES AND ITEMS REQUIRING COUNCIL APPROVAL/ACTION:

7. CONSIDER APPROVAL TO AWARD THE BID FOR THE CITY'S TELECOMMUNICATIONS SYSTEM (PROJECT # RO2010-0010)

FC Crews recommended Unified 360 for the telecommunication project based on bids opened on July 19, 2010. Unified 360 was the low bidder at \$3,102.00 per month for five years, at which time the cost would be approximately \$1,320 for managed IT services. Mercury Communications also met the specifications with a bid of \$6,415 per month. Terra Telecommunications did not meet the desired specifications and turned in a bid of \$3,820.25 per month.

Council Member Butler moved, seconded by Council Member Crews, to award the telecommunications bid to Unified 360 as presented. All voted "Aye."

Brian, representative for Unified 360, stated that the entire process of installation and training should take approximately 45-days and the City should not experience more than a 30-minute interruption of services during the transition.

8. CONSIDER APPROVAL OF ENTERING INTO THE WHOLESALE WATER AGREEMENT WITH THE CITY OF FORT WORTH FOR WATER SERVICE.

CS Gregory recommended entering into an agreement with the City of Fort Worth as a "Stand-by customer" for emergency use only. The cost was originally submitted at \$17,000 annually but was negotiated by CS Gregory to \$8,000 annually.

Council Member Crews moved, seconded by Council Member Holland, to approve the wholesale water agreement with the City of Fort Worth as presented. All voted "Aye."

9. DISCUSSION AND/OR ACTION ON UPCOMING COMMUNITY CENTER EVENTS.

Shirley Wheat gave an update on upcoming Community Center Events. Fun Fridays would conclude on August 6, 2010 and a larger back to school celebration is planned for Saturday August 14, 2010. The annual Homecoming bonfire event is scheduled for September 16, 2010. The annual car show is scheduled for September 25, 2010. The

annual Haunted House is scheduled for the end of October. In December, the annual Christmas Parade/Tree Lighting is planned for December 3, 2010. The annual Employee Christmas Dinner is planned for December 10, 2010. Mrs. Wheat reported that a murder mystery dinner event is being planned for 2011.

No action was taken.

10. CONSIDER APPROVAL TO EXPEND FUNDS FROM THE COMMUNITY CENTER DOLLAR DONATION FUND FOR OUTSIDE ELECTRICAL PLUGS

CS Gregory presented the proposal to install a 200-amp service and two quad plugs on two poles in the grassy lot at the Community Center in the amount of \$1,979.87. In addition, CS Gregory stated that Royce Shields has requested an additional plug that would increase the amount by an additional \$500.

Council Member Crews requested that the Community Center employees present a list of potential uses for the request in order to justify the expenditure. Shirley Wheat cited activities such as the car shows and fun Friday events that would make use of the requested electrical proposal.

No action was taken.

11. CONSIDER APPROVAL TO SCHEDULE A JOINT TRAINING OF ALL CITY BOARDS AND COMMITTEES THAT INCLUDES RULES OF ORDER, PROCEDURES AND DECORUM OF MEETINGS.

CS Gregory recommended that Thursday nights in August be dedicated to training board members, specifically the Planning and Zoning Commission and the Zoning Board of Adjustments.

CS Gregory reported that P & Z Chairperson Watson requested a training session with the city attorney's office due to the fact that the board is comprised of many new members.

Council Members agreed for CS Gregory to conduct the training sessions for all boards as necessary. Council Members agreed to re-evaluate the necessity for additional training after the initial training sessions are held. Council Member Crews directed CS Gregory to offer two options for the mandatory training dates.

No action was taken.

12. CONSIDER APPROVAL OF CITY BANNER DESIGN AND PURCHASE OF CITY BANNERS

FC Crews showed the revised banner design with the requested changes. FC Crews recommended adding a tab feature to the banners that would allow tethering of other banners for promotional and seasonal events. The additional cost for the tabs would

total \$225 (\$5 per banner). FC Crews stated that the life of the banners is approximately three years.

Council Member Crews moved, seconded by Council Member Butler, to approve the City banner design and purchase of the City banners, with tabs, as presented. All vote "Aye."

13. DISCUSSION AND/OR ACTION ON BUDGET WORKSHOP SCHEDULE AS PRESENTED BY CITY ADMINISTRATOR GREGORY

CS Gregory reviewed the proposed budget and tax workshop schedules.

No action was taken.

ORDINANCES / RESOLUTIONS AND OTHER ITEMS REQUIRING COUNCIL APPROVAL/ACTION:

14. CONSIDER APPROVAL OF ORDINANCE # **852-2010** AMENDING THE 2010-2010 FISCAL YEAR BUDGET; AND PROVIDING FOR AN EFFECTIVE DATE.

CS Gregory summarized the mid-year budget review. Revenue collected is at 55 % with expenditures at approximately 50% for the budget period.

CS Gregory reported that Staff was able to rearrange within the departments to cover most of the additional expenditures, with only a few exceptions.

CS Gregory mentioned that the request to replace the mower could be postponed.

Council Member Crews moved, seconded by Council Member Butler, to approve Ordinance No. 852-2010 as presented. All voted "Aye."

STAFF REPORTS:

15. **STAFF REPORT ON SUBSTANDARD PROPERTIES AT:**

- 4833 OHIO GARDEN RD. – Inspector Sanders reported a recent insulation inspection on the second floor of the house.
- 1129 ST. EDWARDS – Inspector Sanders reported no change.
- 1728 HILLSIDE – Inspector Sanders reported no change.
- 1201 OXFORD – Inspector Sanders reported no change. CS Gregory reported that no interested persons had come forth to bring the property into compliance and the order to repair the property had expired. CA Elam recommended that CS Gregory send an intent to demolish the property and take photos as proof that no progress has been made since the property was first deemed substandard.

22. **LIBRARY MONTHLY ACTIVITY REPORT** INCLUDING NUMBER OF BOOKS, VIDEOS, PAPERBACKS, AND INCLUDING NUMBER OF PATRON ASSISTANCE

No discussion or action.

23. **MUNICIPAL COURT** INCLUDING COURT ACTIVITY FROM FINES, BONDS, WARRANT FEES, COURT TAXES, COURT FEES, ARREST FEES, COURT SECURITY FEES, COURT TECHNOLOGY FEES, PAYMENT PLANS, STATE COURT COSTS AND AGENCY COLLECTION FEES

No discussion or action.

24. **PUBLIC WORKS MONTHLY ACTIVITY REPORT** INCLUDING ROAD REPAIRS COMPLETED, SIGNS INSTALLED, WATER PRODUCTION, WATER MAIN AND SERVICE LEAKS REPAIRED, NUMBER OF FIRE HYDRANTS AND DEAD END LINES FLUSHED, NUMBER OF SEWER OVERFLOWS AND STOPPAGES, CUBIC TONS OF SOLID WASTE COMPACTED AND PUBLIC WORKS EQUIPMENT REPAIRS

No discussion or action.

25. **PARK BOARD MONTHLY ACTIVITY REPORTS** INCLUDING BALLFIELD RENTALS AND QUESTIONS PERTAINING TO MINUTES FROM THE PARK BOARD

No discussion or action.

26. **COMMUNITY CENTER ACTIVITY REPORTS** INCLUDING NUMBER OF COMMUNITY CENTER RENTALS, EVENTS AND ACTIVITIES

No discussion or action.

27. **CITY SECRETARY MONTHLY ACTIVITY REPORT** INCLUDING REVENUE FROM SALES TAX, DOLLAR DONATIONS, EDC SALES TAX, TEX POOL AND CRIME SALES TAX

No discussion or action.

28. **EDC MONTHLY ACTIVITY REPORT** INCLUDING FUNDED PROJECT UPDATES, UPCOMING PROJECTS AND BIG IMPROVEMENT GRANT APPLICATIONS

No discussion or action.

29. **STORM WATER TASK FORCE MONTHLY ACTIVITY REPORT** INCLUDING ACTIONS TAKEN UNDER THE MS4 PERMIT, COMMUNITY EDUCATION AND PROMOTIONAL EVENTS REGARDING STORM WATER PREVENTION POLLUTION

Storm Water Task Force (SWTF) Chairman Hatley reported that the SWTF is actively educating the public. Chairman Hatley stated that the SWTF is in the process of

preparing an ordinance related to carwashes on commercial property and other necessary topics that will be presented to the Council.

PUBLIC FORUM:

30. CITY COUNCIL INVITES CITIZENS TO SPEAK ON ANY TOPIC; HOWEVER, UNLESS THE ITEM IS SPECIFICALLY NOTED ON THIS AGENDA, THE CITY COUNCIL IS REQUIRED UNDER THE TEXAS OPEN MEETINGS ACT TO LIMIT ITS RESPONSE WITH A STATEMENT OF SPECIFIC FACTUAL INFORMATION, RECITING THE CITY'S EXISTING POLICY ON THAT ISSUE, OR DIRECTING THE PERSON MAKING THE INQUIRY TO VISIT WITH CITY STAFF ABOUT THE ISSUE. **NO COUNCIL DELIBERATION IS PERMITTED**

Citizen Anna Sherrill asked what house is 1229 Churchill. Council Member Butler responded that it is the house that used to belong to Janette Land.

Citizen Anna Sherrill expressed concern over mowing clippings that are deposited into the street and therefore go into the storm drains. CS Gregory replied that this concern will be addressed the ordinance that SWTF is presenting to the Council.

Park Board Chairman Makarwich announced that Phase 1 of the Wooldridge Park program is complete and the skate park is successfully being used by the youth of the community.

Park Board Chairman Makarwich announced that a ribbon cutting/grand opening for the skate park is planned for September 11, 2010 at 12 noon.

Park Board Chairman Makarwich stated that he had spoken with PWS Hatley about adjusting the frequency of the irrigation system at Wooldridge Park due to excessive saturation.

Council Member Crews mentioned a letter that the City submitted to Chesapeak. Mayor Pro Tem Gordon added that the letter was a request for grant money to be used at Wooldridge Park. CS Gregory stated that the City should have a response by mid August.

Council Member Butler gave an invitation to attend and/or help with the CISD Health Fair on July 31, 2010 from 11am-4pm at the multi-purpose building.

Council Member Holland asked about a contract for extended payment arrangements on a water bill related to a house on Long and Woodlawn, stating that the house is now vacant and has multiple code issues. BI Sanders responded that Code Enforcement and the Inspections Department are aware of the issues and notification has been sent to the owners.

Mayor Pro Tem Gordon presented a certificate of appreciate given by the Department of Commerce to the Community Center for the use of the center during the 2010 Census.

PC Chisholm requested thoughts for the Laurie Family, as the anniversary of the passing of Officer Nathan Laurie is July 29 and the offender is due to be released from prison next month.

EXECUTIVE SESSION:

31. CONVENE IN EXECUTIVE SESSION PURSUANT TO CHAPTER 551, TEXAS GOVERNMENT CODE: THE COUNCIL RESERVES THE RIGHT TO CONVENE IN EXECUTIVE SESSIONS(S) FROM TIME TO TIME ON ANY POSTED AGENDA ITEM TO RECEIVE ADVICE FROM ITS ATTORNEY AS PERMITTED BY LAW DURING THIS MEETING. THE COUNCIL MAY CONVENE IN EXECUTIVE SESSION TO DISCUSS THE FOLLOWING:

- a. Section 551.071 Pending or contemplated litigation or to seek advice from attorney:
- b. Section 551.072 Discussion regarding possible sale, lease or acquisition of real estate:
- c. Section 551.074 Personnel matters – To deliberate the appointment, employment, evaluation, reassignment of duties, discipline or dismissal of a Public Officer or Employee or to hear a complaint or charge against an Officer or Employee
- d. Section 551.076 Deliberation regarding security devices

None called for.

RECONVENE:

32. CONSIDER APPROVAL OF ANY ACTION FROM EXECUTIVE SESSION

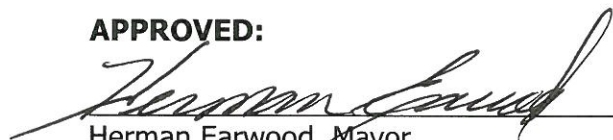
None.

ADJOURN:

33. ADJOURN

At 9:04 p.m. Council Member Crews moved, seconded by Council Member Minter, to adjourn the meeting. All voted "Aye."

APPROVED:


Herman Earwood, Mayor

ATTEST:


Marvin Gregory, City Secretary