

**MINUTES OF THE REGULAR MEETING
RIVER OAKS CITY COUNCIL
NOVEMBER 19, 2024**

MEMBERS PRESENT:

MAYOR DARREN HOUK
MAYOR PRO TEM LEIGH ANN TURNER
COUNCIL MEMBER JOHN CLARIDGE
COUNCIL MEMBER BRENT FORESTER
COUNCIL MEMBER YOLIE RODRIGUEZ
COUNCIL MEMBER STEVE HOLLAND-6:30 P.M.

STAFF PRESENT:

CITY MANAGER MARVIN GREGORY
CITY SECRETARY PAULA LUCK
CITY ATTORNEY BRADLEY ANDERLEE
FIRE CHIEF RUSSELL SHELLEY
DEPUTY POLICE CHIEF ERIC PERKINS
EMERGENCY MGT JAMES MYRICK
PWD TODD HENDERSON
EVENT CENTER DIRECTOR SHIRLEY WHEAT

ABSENT:

NONE

1. CALL TO ORDER

With a quorum present, Mayor Houk called the Regular Meeting of the River Oaks City Council to order at 6:00 p.m. on Tuesday, November 19, 2024 at River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

2. INVOCATION

Mayor Houk delivered the Invocation.

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

Mayor Houk led the Pledges of Allegiance to the United States and the Texas Flags.

4. READING OF PROCLAMATION(S) AND SPECIAL PRESENTATIONS BY MAYOR.

-PROCLAIMING NOVEMBER 5, 2024 AS HAROLD SUTHERLAND DAY ON HIS 102ND BIRTHDAY

Mayor Houk read the proclamation.

5. PUBLIC TESTIMONY: CITIZENS TO SPEAK ON ANY TOPIC OR ANY AGENDA ITEM BEFORE AN DURING THE MEETING BY RAISING YOUR HAND TO BE RECOGNIZED; 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 THAT ISSUE, AND NO COUNCIL DELIBERATION IS PERMITTED FOR TOPICS NOT SPECIFICALLY LISTED ON THIS AGENDA.

NONE

6. **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. COUNCIL RESERVES THE RIGHT TO REMOVE ANY ITEM ON THE CONSENT AGENDA FOR FURTHER DELIBERATION

- A. APPROVE MINUTES OF NOVEMBER 5, 2024 SPECIAL CALLED COUNCIL MEETING
- B. APPROVE BILLS PAYABLE FOR PERIOD ENDING NOVEMBER 19, 2024 (FY 2025)
- C. APPROVE 4TH QUARTER INVESTMENT REPORT (JULY 1-SEPTEMBER 30, 2024)
- D. APPROVE 4TH QUARTER EDC FINANCIAL REPORT (JULY 1-SEPTEMBER 30, 2024)
- E. APPROVE 4TH QUARTER CCPD FINANCIAL REPORT (JULY 1-SEPTEMBER 30, 2024)
- F. APPROVE 4TH QUARTER STORM WATER FUND FINANCE REPORT (JULY 1-SEPTEMBER 30, 2024)

CM Claridge moved, seconded by CM Forester to approve the Consent Agenda Items A-F. All voted "Aye".

7. DISCUSSION OR ACTION TAKEN ON ITEMS WITHDRAWN FROM CONSENT AGENDA FOR SEPARATE DELIBERATION.

NONE

PERSONAL APPEARANCES AND/OR ITEMS REQUIRING COUNCIL APPROVAL/ACTION:

8. DISCUSSION AND/OR ACTION ON PRESENTATION FROM DERRICK FOSS AND SIEMENS SMART INFRASTRUCTURE/BRIGHTLY SOFTWARE, INC. REGARDING WORK ORDER SOFTWARE THAT IS INCODE COMPATIBLE DESIGNED TO ENHANCE UTILITY RECORDS EFFICIENCY.

Due to technical difficulties, this item was moved to after Item #13.

9. DISCUSSION AND/OR ACTION ON REQUEST FROM JOLLY WALIA TO ETNER INTO A CHAPTER 380 ECONOMIC DEVELOPMENT AGREEMENT FOR TAX INCENTIVES ON JJOLLY'S CONVENIENCE STORE LOCATED AT 4710 RIVER OAKS BLVD.

Jolly Walia was present. JJolly's opened in April 2024. Tarrant County started Long Avenue in June 2024 and it lasted three months. There were no sales during this time because people said it was too inconvenient to get to. Total JJolly's lost 7 months of sales due to issues that he had no control over. His property tax bill is \$18,000.00. Normally a 380 agreement is approved by the city council, but it is usually on a development that is ongoing. We can add this on the next EDC agenda in December since the taxes are not due until January 31, 2025.

PUBLIC HEARINGS/ACTION FROM PUBLIC HEARINGS:

10. PUBLIC HEARING CONTINUED TO NOVEMBER 19, 2024: IN ORDER TO RECEIVE PUBLIC INPUT ON THE SUBSTANDARD BUILDING ENFORCEMENT ACTION REGARDING STRUCTURE(S) LOCATED ON THE PROPERTY AT 5401 BAYLOR AVENUE.

Due to technical difficulties, this item was moved to before Item #14.

11. ACTION FROM PUBLIC HEARING: CONSIDER COUNCIL ORDERS ON THE PROPERTY AT 5401 BAYLOR AVENUE THAT MAY INCLUDE SECURING, VACATING OF OCCUPANTS, REMOVAL, REPAIRING OR DEMOLITION OF STRUCTURE(S) OR ADOPTION OF RESOLUTION IMPLOING A FEDERAL AGENCY TO ABATE ALL SUBSTANDARD VIOLATIONS IN ORDER TO BE BROUGHT INTO COMPLIANCE WITH SECTION 3.07.004 OF THE RIVER OAKS CODE OF ORDINANCES (2020) AS AMENDED.

12. PUBLIC HEARING CONTINUED TO NOVEMBER 19, 2024: IN ORDER TO RECEIVE PUBLIC INPUT ON THE SUBSTANDARD BUILDING ENFORCEMENT ACTION REGARDING STRUCTURE(S) LOCATED ON THE PROPERTY AT 5609 JAMES DRIVE.

This Public Hearing was continued at 6:28 p.m.

Myra Hodges and Jason Gleva were present. It took two days to clean this property. The only thing left is the tires and they will be gone tomorrow. Someone has ripped the copper out so the electrical must be upgraded. Jason Gleva does not have the time or the crew to fix this house up. It is being sold to Keith Kidwell which has several houses around. He can have it off substandard in about three weeks.

At 6:38 p.m., Mayor Houk closed the Public Hearing.

13. ACTION FROM PUBLIC HEARING: CONSIDER COUNCIL ORDERS ON THE PROPERTY AT 5609 JAMES DRIVE THAT MAY INCLUDE SECURING, VACATING OF OCCUPANTS, REMOVAL, REPAIRING OR DEMOLITION OF STRUCTURE(S) OR ADOPTION OF RESOLUTION IMPLOING A FEDERAL AGENCY TO ABATE ALL SUBSTANDARD VIOLATIONS IN ORDER TO BE BROUGHT INTO COMPLIANCE WITH SECTION 3.07.004 OF THE RIVER OAKS CODE OF ORDINANCES (2006) AS AMENDED.

CM Holland moved, seconded by CM Claridge that the City Council finds that the building located at 5609 James Drive based on evidence presented at this hearing, is substandard and 1) that the conditions set forth in the Building Official's report exist to the extent that the life, health, property, or safety of the public (and occupants of the building(s), if applicable) are endangered; and 2) that the building(s) is/are feasible of repair and therefore order the building to be repaired by the owner within 89 days and the lienholder or mortgagee to within an additional 3-days if the owner does not comply; and 3) the board orders commencement of repairs within 30-days and has established specific time schedules with the owner or mortgagee for the repair; and 4) order that the building be repaired in conformance with the requirements of Section 3.07.004 of the River Oaks Code of Ordinances (2020) as amended or demolished by the owner and the debris removed within 89 days or by the lienholder or mortgagee wo within an additional 30-days if the owner does not comply and further find that if the building is not repaired within 89 days, that there is no reasonable probability that the building will be repaired within a reasonable period of time if additional time is given. If the building is not repaired within a reasonable period of time if additional time is given. If the building is not repaired within 89 days in full conformance with Section 3.07.004 of the River Oaks Code of

Ordinances (2020), the building shall be demolished; and 5) order that a substandard fee of \$150.00 be paid upon permit issuance. Certificate of Occupancy will not be finished until all substandard fees are paid in full. All voted "Aye".

At this time, Mayor Houk went to Item #8: Derrick Foss was present online and presented a presentation. This will get Public Works from having a lot of paper, they will gain efficiencies, and this can leave a legacy. This system will monitor inventory and send an alert when it gets low. This system will integrate with Incode and will work on apple and android phones. You can add the Police and Fire at no extra charge. This is already budgeted and the second year after the first year will be \$7,815.63 and 3% annually increases. It was brought up that staff needs to check with Incode to see if Incode 10 has something like this.

No action was taken.

At this time, Mayor Houk went to Item #10. The Public Hearing was continued at 7:25 p.m. David Villalobos was present online and is the new owner, but it is held back in closing. The tires are all on a trailer. The previous owners are supposed to be getting the rest of the contents out. David filed a plan of action and emailed it to CM Gregory. This house will be completely renovated. The solar panels were taken off, so the roof has to be either repaired or replaced. The plan is to renovate this house and to sell it and should take about two months to complete. BI Sanders has already deemed it substandard. But has not been able to get into the house because the tenant has a pit bull.

At 7:39 p.m., Mayor Houk closed the Public Hearing.

OTHER ITEMS FOR DISCUSSION AND/OR ACTION:

14. CONSIDER APPROVAL TO EXPEND FUNDS OUT OF THE 2021 CERTIFICATE OF OBLIGATION BOND FOR THE EMERGENCY REPLACEMENT OF THE OVERHEAD DOORS AT THE FIRE DEPARTMENT.

It was the intent to replace the doors in the current budget, but there was an emergency and had to replace doors now. One door dropped and the opener doesn't work. Can not repair the existing doors because they cannot get the parts. These doors were the original doors when this complex was built. Five doors have been replaced with five new openers. Panther City is the low bid, which are in River Oaks. They have been repairing these doors for years.

CM Turner moved, seconded by CM Claridge to approve expending the funds for the Fire Department overhead doors out of the 2021 CO bond. All voted "Aye".

15. CONSIDER APPROVAL OF THE APPOINTMENT OF A CHRISTMAS COMMITTEE PURSUANT TO SECTION 1.04.076 "SPECIAL PURPOSE COMMITTEE RESPONSIBILITIES".

CM Holland moved, seconded by CM Claridge to appoint Yolie Rodriguez, Leigh Ann Turner, and Brent Forester to the Christmas Committee. All voted "Aye".

16. DISCUSSION AND/OR ACTION ON PROHIBITING DISTRIBUTION OF ADVERTISING MATERIALS.

This item was passed.

17. DISCUSSION AND/OR ACTION REGARDING UPDATES FROM THE CITY MANAGER ADVISING THE MAYOR AND CITY COUNCIL ON PERSONNEL, CITY'S FISCAL CONDITION, PANDEMIC EXECUTIVE ORDERS, SCHEDULING COUNCIL WORK SESSIONS, FUTURE NEEDS OF THE CITY AND OTHER CITY MANAGER RECOMMENDATIONS.

Personnel: two Public Works employees are retiring after the first of the year. One position will not be filled. With this position taken out, we have taken out three positions in Public Works.

Christmas Parade & Event: Saturday, December 7th at 6:00 p.m.

Employee Christmas Party: December 11th from 11:00 a.m. to 1:00 p.m. at the Annex Building.

Thanksgiving Holiday: City Hall and Event Center will be closed November 28th and November 29th. Garbage service will run on the 29th.

Water Plant Update: it is down to re-adjusting the SCADA controls. Hoping will be back up and running in two weeks.

At 7:55 p.m., Mayor Houk went into Executive Session under Section 551.071 **Cause #342-358828-24-Zakary Sadeghian vs City of River Oaks Building Standards Commission.**

At 9:10 p.m., Mayor Houk reconvened into Open Session and reopened Item #10. This Public Hearing for 5401 Baylor Avenue will remain open until December 17, 2024 at 6:00 p.m.

STAFF REPORTS:

18. UPDATE ON SUBSTANDARD PROPERTIES AT: (no discussion)

- 1513 SKYLINE DR
- 5401 BAYLOR AVE
- 5609 JAMES DR

QUESTIONS RELATED TO MONTHLY STAFF REPORTS INCLUDING:

19. **POLICE DEPT. MONTHLY REPORT** INCLUDING PATROL ACTIVITY, RESPONSE CALLS, NUMBER OF CRIMINAL INVESTIGATION CASES, WARRANTS ISSUED AND ANIMAL CONTROL CALLS INCLUDING CITATIONS ISSUED.

20. **FIRE DEPT. REPORT** INCLUDING NUMBER OF CALLS FOR SERVICE AND FIRE TRAINING EXERCISES.

21. **INSPECTIONS AND CODE COMPLIANCE ACTIVITY REPORTS** INCLUDING NUMBER OF PERMITS ISSUED AND CODE VIOLATIONS WORKED.
22. **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
23. **PUBLIC WORKS 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
24. **PARK BOARD ACTIVITY REPORT** INCLUDING BALLFIELD RENTALS, GRANT UPDATES AND QUESTIONS PERTAINING TO MINUTES FROM THE PARK BOARD
25. **EVENT CENTER ACTIVITY REPORT** INCLUDING NUMBER OF COMMUNITY CENTER RENTALS, EVENTS AND ACTIVITIES
26. **CITY SECRETARY ACTIVITY REPORT** INCLUDING REVENUE FROM SALES TAX, DOLLAR DONATIONS, EDC SALES TAX, TEXPOOL AND CRIME SALES TAX
27. **EDC ACTIVITY REPORT** INCLUDING FUNDED PROJECT UPDATES AND UPCOMING PROJECTS.
28. **STORM WATER TASK FORCE ACTIVITY REPORT** INCLUDING ACTINS TAKEN UNDER THE MS4 PERMIT, COMMUNITY EDUCATION AND PROMOTIONAL EVENTS REGARDING STORM WATER PREVENTION POLLUTION
29. **EMERGENCY MANAGEMENT ACTIVITY REPORT** INCLUDING POLICIES, PROCEDURES, AND INFORMATION PERTAINING TO EMERGENCY MANAGEMENT PLANNING

CORRESPONDENCE:

30. COUNCIL MEMBER QUESTIONS, COMMENTS, AND ANNOUNCEMENTS.

CM Rodriguez-concert was good. Did not help that the police cars were parked out front and that is why some people did not show up. Public Works did an amazing job yesterday cleaning up after the storm. Excited about the Christmas event. CM Gregory-the concert lost \$685.00 and will bring a report to the council.

CM Forester-there are only two weeks left to decorate for the Christmas event.

Mayor Pro Tem Turner-Public Works did a wonderful job yesterday with the cleanup.

CM Claridge-thanked PWD Henderson for the concert event and the street cleaning after the storm.

CM Holland-questioned the food truck in the parking lot of one of our churches. CM Gregory-it is in compliance because it is not considered a food truck, but a trailer and it is not in the right-of-way. Wants the Event Center to provide calendars on a regular basis to the council that shows when events are and when rentals are. MPS fundraiser is the same night as the Christmas event on December 7th.

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;
Cause #342-358828-24-Zakary Sadeghian vs City of River Oaks Building Standards Commission.
- 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.

This item was done after Item #17.

RECONVENE:

32. CONSIDER APPROVAL OF ANY ACTION FROM EXECUTIVE SESSION

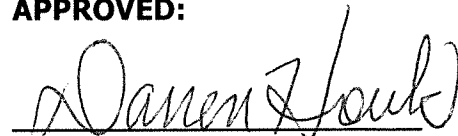
NONE

ADJOURN:

33. ADJOURN

At 9:32 p.m., Mayor Houk adjourned the meeting.

APPROVED:


Darren Houk, Mayor

ATTEST:


Paula Luck, City Secretary