

**MINUTES OF THE REGULAR MEETING  
RIVER OAKS CITY COUNCIL  
DECEMBER 17, 2024**

**MEMBERS PRESENT:**

MAYOR DARREN HOUK  
MAYOR PRO TEM LEIGH ANN TURNER  
COUNCIL MEMBER JOHN CLARIDGE  
COUNCIL MEMBER BRENT FORESTER  
COUNCIL MEMBER YOLIE RODRIGUEZ

**STAFF PRESENT:**

CITY MANAGER MARVIN GREGORY  
CITY SECRETARY PAULA LUCK  
CITY ATTORNEY BESSIE BRONSTEIN  
FIRE CHIEF RUSSELL SHELLEY  
POLICE CHIEF CHUCK STEWART  
EMERGENCY MGT JAMES MYRICK  
PWD TODD HENDERSON

**ABSENT:**

COUNCIL MEMBER STEVE HOLLAND

1. CALL TO ORDER

With a quorum present, Mayor Houk called the Regular Meeting of the River Oaks City Council to order at 6:01 p.m. on Tuesday, December 17, 2024 at River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

2. INVOCATION

Mayor Pro Tem Turner delivered the Invocation.

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

Mayor Pro Tem Turner led the Pledges of Allegiance to the United States and the Texas Flags.

4. PRESENTATION OF SERVICE PINS TO FIREFIGHTERS AS PRESENTED BY CHIEF SHELLEY.

FC Shelley presented service pins to: Captain Greg Stockton-served five years as full-time and worked 22 years total with the fire department; Captain Eugene Yedinak-served five years as full-time; Engineer Steve Sanders-served five years as full-time in the fire department and a total of 20 years with the city as the Building Inspector; Engineer James Barker (not in attendance)-served five years as full-time.

Mayor Houk thanked the Christmas Committee-Yolie Rodriguez, Leigh Ann Turner, and Brent Forester for their hard work.

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

Mayor Houk presented CM Marvin Gregory with a Certificate of Recognition for over 34 years of service with River Oaks.

6. 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**

7. **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 19, 2024 REGULAR COUNCIL MEETING
- B. APPROVE BILLS PAYABLE FOR PERIOD ENDING DECEMBER 17, 2024 (FY 2025)
- C. APPROVE ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT BETWEEN THE RIVER OAKS ECONOMIC DEVELOPMENT CORPORATION AND JJOLLY'S C STORE LLC

**CM Claridge moved, seconded by CM Forester to approve the Consent Agenda Items A-B with removing Item C for discussion. All voted "Aye".**

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 DISCUSSION OR ACTION TAKEN ON ITEMS WITHDRAWN FROM CONSENT AGENDA FOR SEPARATE DELIBERATION.

Item #C-EDC approved a \$6,000.00 grant to JJolly's and a \$12,000.00 loan to them. The loan will be paid back at \$300.00 a month with no interest. He had a lot of delays that were out of his control (TXDOT delayed opening and once got open, Long Avenue closed off for the road project).

**CM Claridge moved, seconded by CM Forester to approve Consent Agenda Items #C. All voted "Aye".**

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

9. REQUEST OF WARRANT OFFICER ROBERT CANTU TO SPEAK BEFORE THE COUNCIL.

Today is Robert Cantu's last day. He is retiring after 20 years and going to work for CISD at Joy James. Robert started working at River Oaks in 1986 and is very grateful to have worked with the city. Expressed thanks to the city and the support from the Police Chief and the officers and it has been an honor to work for River Oaks. Robert introduced his wife, Elizabeth.

10. DISCUSSION AND/OR ACTION ON THE PRESENTATION FROM THE CITY'S FINANCE ADVISOR, STEVE PERRY OF D.A. DAVIDSON & CO REGARDING THE RIVER OAKS GENERAL OBLIGATION RATING AS PERFORMED BY S&P GLOBAL RATINGS.

Steve Perry was present. The city downgraded from an A- to a BBB bond rating. If the city borrows in the future, it will cost the city more interest and will be harder to attract investors. The financials will be looked at the end of FY 2025 and re-evaluate. They are quick about decreasing the rating, but slow about increasing the rating.

11. CONSIDER APPROVAL OF APPEAL FROM WYATT POPP OF OLSSON ENGINEERING TO THE INTEGRATED STORM WATER MANAGEMENT (iSWM) PROGRAM FOR A DRAINAGE DESIGN WAIVER FOR THE PROJECT AT ONE FAITH CHURCH LOCATED AT 1200 ROBERTS CUT OFF ROAD.

Wyatt Popp was present. Seeking appeal for the storm water run-off to reduce the discharge below the existing conditions. This will not meet the iSWM program. Engineer Micky Thomas and CM Gregory does not have any issues with the plans.

**CM Claridge moved, seconded by CM Rodriguez to approve the waiver. All voted "Aye".**

12. CONSIDER APPROVAL OF AGREEMENT REGARDING STORM WATER REPAIRS INVOLVING THE LOT LOCATED AT 1804 INSPIRATION LANE.

This is an ongoing situation. The house was built in the middle of a drainage pipe. Wants an agreement with us so the homeowner can replace the pipe and maintain it. This will be at no cost to the city.

**CM Claridge moved, seconded by CM Forester to authorize the City Manager to execute the agreement for Storm Water Repairs at 1804 Inspiration Lane. All voted "Aye".**

13. CONSIDER APPROVAL OF INTERLOCAL AGREEMENT BETWEEN CITY OF FORT WORTH AND CITY OF RIVER OAKS TO INSTALL SIDEWALKS, RECTANGULAR RAPID FLUSHING BEACONS (RRFB), ADA RAMPS, AND PAVEMENT MARKING IN THE CITY OF RIVER OAKS, AND INSTALL SIDEWALKS, RRFB, ADA RAMPS, AND PAVEMENT MARKING IN THE CITY OF FORT WORTH.

There are 123 pages of plans. This agreement is involving three intersections at Barbara & Isbell, Barbara & Palmetto, and Barbara & Springer. This will not cost the city anything. We have reviewed the plans, but Fort Worth has not talked to the homeowners affected.

**CM Claridge moved, seconded by CM Rodriguez to allow the City Manager to execute the agreement. All voted "Aye".**

**PUBLIC HEARINGS/ACTION FROM PUBLIC HEARINGS:**

14. PUBLIC HEARING CONTINUED TO DECEMBER 17, 2024: IN ORDER TO RECEIVE PUBLIC INPUT ON THE SUBSTANDARD BUILDING ENFORCEMENT ACTION REGARDING STRUCTURE(S) LOCATED ON THE PROPERTY AT 5401 BAYLOR AVENUE.

At 6:55 p.m., Mayor Houk continued the Public Hearing.

The new owner couldn't appear tonight. The occupant has left and clean up has started. Pictures of the inside and outside were shown to the council.

At 7:01 p.m., Mayor Houk closed the Public Hearing.

15. 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 IMPLORING 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.

**CM Forester moved, seconded by CM Claridge to find that the building located at 5401 Baylor Avenue 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 90 days and the lienholder or mortgagee to within an additional 30-days if the owner does not comply; and 3) the board orders commencement of the repairs within 30-days and has established specific time schedules with the owner or mortgagee for 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 90 days or by the lienholder or mortgagee to within an addition 30-days if the owner does not comply and further find that if the building is not repaired within 90 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 90 days in full conformance with Section 3.07.004 of the River Oaks Code of Ordinances (2020), the building shall be demolished. 5) order that the substandard fee of \$150.00 be paid upon permit issuance. Certificate of Occupancy will not be finalized until all substandard fees are paid in full. All voted "Aye".**

16. PUBLIC HEARING: IN ORDER TO RECEIVE CITIZEN COMMENT AND TESTIMONY ON THE APPLICATION SUBMITTED BY MANUEL GARCIA TO REZONE THE PROPERTY LOCATED AT 1711 ROBERTS CUT OFF ROAD BEING BLOCK 14, LOT 10-R-2 LOCATED IN THE CASTLEBERRY GARDENS ADDITION WITHIN THE CITY OF RIVER OAKS BEING A LEGAL NON-CONFORMING COMMERCIAL LOT FROM AN "R-4" SINGLE FAMILY ZONING DISTRICT TO A C-1 COMMERCIAL ZONING DISTRICT PURSUANT TO THE RIVER OAKS ZONING ORDINANCE #1394-2023 AS ADOPTED AND AS AMENDED (ZONING CASE #PZ 2024-0003).

At 7:05 p.m., Mayor Houk opened the Public Hearing.

Manual Garcia was present. The whole block was zoned commercial before the zoning ordinance passed. This property was being used for commercial purposes by signing a non-conformity. Wants to zone this property to commercial and sell it. Planning & Zoning voted unanimously in favor of the rezoning.

At 7:13 p.m., Mayor Houk closed the Public Hearing.

17. ACTION FROM PUBLIC HEARING: CONSIDER APPROVAL OF ORDINANCE #1444-2024 REZONING THE PROPERTY AS REQUESTED BY MANUEL GARCIA LOCATED AT 1711 ROBERTS CUT OFF ROAD BEING BLOCK 14, LOT 10-R-2 LOCATED IN THE CASTLEBERRY GARDENS ADDITION WITHIN THE CITY OF RIVER OAKS BEING A LEGAL NON-CONFORMING COMMERCIAL LOT FROM AN "R-4" SINGLE FAMILY ZONING DISTRICT TO A C-1 COMMERCIAL ZONING DISTRICT PURSUANT TO THE RIVER OAKS ZONING ORDINANCE #1394-2023 AS ADOPTED AND AS AMENDED (ZONING CASE #PZ 2024-0003).

**CM Claridge moved, seconded by CM Rodriguez to approve Ordinance #1444-2024. All voted "Aye".**

**ORDINANCES/RESOLUTIONS REQUIRING COUNCIL APPROVAL/ACTION:**

18. CONSIDER APPROVAL OF ORDINANCE #1445-2024 AMENDING ARTICLE 4.02 "PEDDLERS, SOLICITORS & ITINERANT VENDORS" OF THE CODE OF ORDINANCES, RIVER OAKS, TEXAS (2020) AMENDING SECTION 4.02.004 TO ESTABLISH REASONABLE TIEM LIMITATIONS FOR HANDBILL DISTRIBUTION ACTIVITIES, AMENDING SECTION 4.02.006 TO PROVIDE REGULATIONS FOR DISTRIBUTION OF HANDBILLS.

This ordinance states they cannot throw anything from the vehicle. They must place the information within 5' of the front door and can only place them from 9 a.m. to 9 p.m.

**CM Forester moved, seconded by CM Claridge to approve Ordinance #1445-2024. All voted "Aye".**

19. CONSIDER APPROVAL OF RESOLUTION #1135-2024 ADOPTING THE TEXAS TERM SHEET AND PROVIDING AUTHORITY TO THE CITY MANAGER TO EXECUTE THE SETTLEMENT AGREEMENTS AND THE KROGER SUBDIVISION PARTICIPATION FROM REGARDING THE NEW OPIOID SETTLEMENT-KROGER 2024.

We have been on this program and have received money. Money is given to the state, and the state allocates it out and it is marked for certain things. We do not have to have a Kroger in our city to qualify. This agreement must be submitted by the City Manager by the end of this month to the Attorney General.

**CM Forester moved, seconded by CM Rodriguez to approve Resolution #1135-2024. All voted "Aye".**

**OTHER ITEMS FOR DISCUSSION AND/OR ACTION:**

20. CONSIDER APPROVAL OF REQUEST FROM THE CHRISTMAS COMMITTEE FOR ADDITIONAL FUNDS FROM THE HOTEL/MOTEL FUND IN ORDER TO PROMOTE TOURISM FOR THIS YEAR'S CITY CHRISTMAS FESTIVITIES.

\$5,000.00 was approved out of the Hotel/Motel fund for the festivities. There are some more expenses that will be coming in and the committee request up to \$1,000.00 more to cover these expenses.

**CM Claridge moved, seconded by CM Forester to approve up to \$1,000.00 for the Christmas festivities. All voted "Aye".**

21. DISCUSSION AND/OR ACTION ON THE FINAL FINANCE REPORT OF EXPENSES FROM THE 75<sup>TH</sup> ANNIVERSARY CELEBRATION.

The 75<sup>th</sup> anniversary celebration is in the red by \$5,505.86. We need to zero this out but not sure where to transfer the money from to do this. These events did bring in people that do not live here anymore so therefore it does qualify for hotel/motel funds. An ordinance will be brought back in January.

22. DISCUSSION AND/OR ACTION ON THE FINAL FINANCE REPORT OF EXPENSES FROM NOVEMBER 9, 2024 COMMUNITY DANCE.

This dance was a loss of \$658.60. The \$1,000.00 up front money was approved by council to come out of the Event Center \$1 donation account and the \$1,000.00 must be paid back to their \$1 donation account. The next dance is set for January 11, 2024.

**CM Claridge moved, seconded by CM Rodriguez to authorize the City Manager to bring back an ordinance at the next meeting authorizing the transfer up to \$1,000.00 and state where that money will come from. All voted "Aye".**

23. CONSIDER APPROVAL OF REQUEST TO RENT THE ANNEX BUILDING ON DECEMBER 25, 2024.

A city employee would like to rent the annex building on December 25, 2024 for \$20.00 an hour. There is no policy in place for renting the annex building. A waiver is recommended to be signed by the renter in case something gets broken, or someone gets injured.

**CM Claridge moved, seconded by CM Rodriguez to allow the December 25, 2024 rental of the annex building. All voted "Aye".**

24. CONSIDER APPROVAL OF SCHEDULE PROPOSAL FOR CHRISTMAS AND NEW YEARS HOLIDAYS.

This is a special request that is outside our current policy. By policy, the employees are given two days for Christmas and one day for New Years. Since the two days for Christmas includes Tuesday and Wednesday (Christmas Eve and Christmas Day) would like to allow the city to close on Monday. And would like the city to close at 2:00 p.m. on New Years Eve. No additional

holiday hours will be given to the employees for this.

**CM Rodriguez moved, seconded by CM Forester to close the city Monday, December 23<sup>rd</sup> to Wednesday, December 25<sup>th</sup> and to close at 2:00 p.m. on December 31<sup>st</sup>. All voted "Aye".**

25. DISCUSSION AND/OR ACTION ON BUILDING PERMIT SITE VISIT REPORTING.

Tonight, this is just data given to the council. No action taken.

26. 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.

Time Capsule-brick work was done today and this Thursday the capsules will be put in and the plaques will be installed. The new capsule is available if you want to put anything in there and/or sign the capsule.

Groundbreaking Ceremony-new school addition under the bond package will be tomorrow at 11:30 a.m. at 4800 White Settlement Road.

Water Plant-waiting on sampling so should be any day now.

Personnel-Public Works-Jimmie Woodall retiring in January and Daniel Blankenship retiring in February.

**STAFF REPORTS:**

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

- 1513 SKYLINE DR-no new updates. Permits pulled except for electrical.
- 5401 BAYLOR AVE-discussed tonight.
- 5609 JAMES DR-no change.

**QUESTIONS RELATED TO MONTHLY STAFF REPORTS INCLUDING:**

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

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

30. **INSPECTIONS AND CODE COMPLIANCE ACTIVITY REPORTS** INCLUDING NUMBER OF PERMITS ISSUED AND CODE VIOLATIONS WORKED.

31. **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

32. **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

33. **PARK BOARD ACTIVITY REPORT** INCLUDING BALLFIELD RENTALS, GRANT UPDATES AND QUESTIONS PERTAINING TO MINUTES FROM THE PARK BOARD

34. **EVENT CENTER ACTIVITY REPORT** INCLUDING NUMBER OF COMMUNITY CENTER RENTALS, EVENTS AND ACTIVITIES

35. **CITY SECRETARY ACTIVITY REPORT** INCLUDING REVENUE FROM SALES TAX, DOLLAR DONATIONS, EDC SALES TAX, TEXPOOL AND CRIME SALES TAX

36. **EDC ACTIVITY REPORT** INCLUDING FUNDED PROJECT UPDATES AND UPCOMING PROJECTS.

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

38. **EMERGENCY MANAGEMENT ACTIVITY REPORT** INCLUDING POLICIES, PROCEDURES, AND INFORMATION PERTAINING TO EMERGENCY MANAGEMENT PLANNING

**CORRESPONDENCE:**

39. COUNCIL MEMBER QUESTIONS, COMMENTS, AND ANNOUNCEMENTS.

CM Claridge-Hometown Christmas a success.

CM Rodriguez-thanked the committee for the Christmas event. A lot of vendors sold out of their product. Thanked PWD Henderson's wife for an amazing job on the float.

Mayor Pro Tem Turner-over 380 cups of hot chocolate were served. Thanked all the city workers. The city employees had a great attitude on the last few events. This year we lived up to the title Hometown Christmas. Thanked the Christmas committee, council, mayor and employees. Recommend to PWD Henderson to do a needs assessment on the event center. An analysis of all activities that occur there. Wants the event center calendar more updated.

CM Forester-thanked all employees for what they have done. Event went off great. Sees a good moral in the city employees.

Mayor Houk-concert at the Event Center on January 11, 2025. The River Oaks book publish date is January 18, 2025 at 7:00 p.m. and the book will be available for sale.



FC Shelley-January 18, 2025 fire department banquet at River Ranch in the Stockyards at 6:00 or 6:30 p.m.

**EXECUTIVE SESSION:**

40. CONVENE IN EXECUTIVE SESSION PURSUANT TO CHAPTER 551, TEXAS GOVERNMENT CODE: THE COUNCIL RESERVES THE RIGHT TO CONVENE IN EXECUTIVE SESSION(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.

**NONE**

**RECONVENE:**

41. CONSIDER APPROVAL OF ANY ACTION FROM EXECUTIVE SESSION

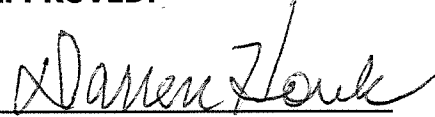
**NONE**

**ADJOURN:**

42. ADJOURN

**At 8:56 p.m., Mayor Houk adjourned the meeting.**

**APPROVED:**

  
Darren Houk, Mayor

**ATTEST:**

  
Paula Luck, City Secretary