

**MINUTES OF THE REGULAR MEETING
RIVER OAKS CITY COUNCIL
JUNE 18, 2024**

MEMBERS PRESENT:

MAYOR DARREN HOUK
COUNCIL MEMBER JOHN CLARIDGE
COUNCIL MEMBER BRENT FORESTER
COUNCIL MEMBER STEVE HOLLAND
COUNCIL MEMBER YOLIE RODRIGUEZ

STAFF PRESENT:

CITY MANAGER MARVIN GREGORY
CITY SECRETARY PAULA LUCK
CITY ATTORNEY BRADLEY ANDERLE
FIRE CHIEF RUSSELL SHELLEY
POLICE CHIEF CHUCK STEWART
EMERGENCY MGT JAMES MYRICK
PUBLIC WORKS SECRETARY CASSIE DYER
PUBLIC WORKS SUPERINTENDENT BRANDON RANDALL
ADMIN ASSISTANT STACY WHATLEY

ABSENT:

MAYOR PRO TEM LEIGH ANN TURNER

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, June 18, 2024 at River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

2. INVOCATION

CM Claridge delivered the Invocation.

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

CM Claridge led the Pledges of Allegiance to the United States and the Texas Flags.

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

-PROCLAIM JUNE 27TH AS BILLY COOK DAY IN RIVER OAKS

Mayor Houk read and presented a proclamation to Billy Cook.

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 JUNE 4, 2024 REGULAR CALLED COUNCIL MEETING
- B. APPROVE BILLS PAYABLE FOR PERIOD ENDING JUNE 18, 2024 (FY 2024)
- C. APPROVE WARRANTY DEED FOR LOT 1X (DETENTION POND), SAINT ELIZABETH'S SUBDIVISION, AN ADDITION TO THE CITY OF RIVER OAKS, TARRANT COUNTY, TEXAS, ACCORDING TO THE PLAT THEREOF RECORDED IN DOCUMENT NO. D222228713, REAL PROPERTY RECORDS, TARRANT COUNTY, TEXAS.

CM Holland pulled Item #C from the Consent Agenda.

CM Holland moved, seconded by CM Forester to approve the Consent Agenda Items A-B with a correction in Item #A. All voted "Aye".

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 DISCUSSION OR ACTION TAKEN ON ITEMS WITHDRAWN FROM CONSENT AGENDA FOR SEPARATE DELIBERATION.

#C-the developer agreed to do all sides. On one side, the top part is grass, and the bottom part is concrete, and the other sides are all concrete. The warranty deed has been revised correctly.

CM Holland moved, seconded by CM Claridge to approve Consent Agenda Item #C. All voted "Aye".

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

8. HERMAN EARWOOD AND CONCERNED CITIZENS REQUESTING THAT THE VACANT PROPERTIES LOCATED IN LOTS 1-3; BLACK OAK LANE ADDITION BE DECLARED A PUBLIC NUISANCE AND THE CITY ORDER THE PROPERTY TO BE MAINTAINED AND ALL VIOLATIONS ABATED WITHIN AN ESTABLISHED TIME LIMIT.

Herman Earwood, 5724 Black Oak was present. This is regarding the Hendershot property. The property has not been maintained for over 50 years. There is a lot of dead brush and they do not mow up to the trees so high grass/weeds still exist. They only mow the lot when the city informs them to. There are homeless people camping and sleeping on the property. The city issued a citation today. The police have been called out several times and found people camping out there a few times.

STATEMENT OF APPOINTED OFFICIAL & OATH OF OFFICE:

9. CONSIDER APPROVAL OF ORDINANCE #1427-2024 TO REAPPOINT ANDREW VOGEL AS THE MUNICIPAL COURT JUDGE PURSUANT TO SECTION 7.02.003 OF THE RIVER OAKS CODE OF ORDINANCES.

-STATEMENT OF APPOINTED OFFICIAL AND OATH OF OFFICE FOR MUNICIPAL JUDGE.

10. CONSIDER APPROVAL OF ORDINANCE #1428-2024 TO REAPPOINT JIM MINTER AS THE ASSOCIATE MUNICIPAL COURT JUDGE PURSUANT TO SECTION 7.02.003 OF THE RIVER OAKS CODE OF ORDINANCES.

-STATEMENT OF APPOINTED OFFICIAL AND OATH OF OFFICE FOR ASSOCIATE MUNICIPAL JUDGE.

Item #9 & #10. CM Gregory gave the Statement of Appointed Official and Oath of Office to Andrew Vogel and Jim Minter.

CM Claridge moved, seconded by CM Rodriguez to approve Ordinance #1427-2024 and #1428-2024. All voted "Aye".

ORDINANCES/RESOLUTIONS REQUIRING COUNCIL APPROVAL/ACTION:

11. CONSIDER APPROVAL OF ORDINANCE #1429-2024 AMENDING ARTICLE 12.05 "STOPPING, STANDING & PARKING" OF THE RIVER OAKS CODE OF ORDINANCES (2020) SPECIFICALLY IN SECTION 12.05.012 "SPECIAL STOP INTERSECTION" SUBSECTION (a) "MILLER DRIVE" CREATING A 3-WAY STOP INTERSECTION AT MILLER DRIVE AND YALE STREET.

There have been a few complaints about having limited visibility at the intersection of Yale and Miller. Recommendation is to add two stop signs. Council would like to look into adding a stop sign at Pomona.

CM Forester moved, seconded by CM Claridge to approve Ordinance #1429-2024. All voted "Aye".

12. CONSIDER APPROVAL OF ORDINANCE # 1430-2024 AMENDING CHAPTER 4 "BUSINESS REGULATIONS" OF THE RIVER OAKS CODE OF ORDINANCES (2020) SPECIFICALLY IN ARTICLE 4.10 "SHORT-TERM RENTAL" REVISING SECTION 4.10.002 "DEFINITIONS" AND REVISING SECTION 4.10.004 "REGULATIONS" SUBSECTIONS (m) "HOTEL OCCUPANCY TAXES" AND (n) "REQUEST FOR OCCUPANCY HISTORY.

In the ordinance, it did not state the actual percentage of hotel/motel tax to collect. We will include language to the maximum rate allowed by law. Next need to add language that the report and payment are due 45 days after the quarter ends and to add a 10% penalty after 45 days if the report and payment are not received.

CM Holland moved, seconded by CM Forester to approve Ordinance #1430-2024. All voted "Aye".

13. CONSIDER APPROVAL OF RESOLUTION NO. 1126-2024 CHANGING THE DATE ON WHICH THE CITY HOLDS ITS GENERAL ELECTION FOR OFFICERS TO THE NOVEMBER UNIFORM ELECTION DATE PURSUANT TO SECTION 41.0052 OF THE TEXAS ELECTION CODE, PROVIDING AN EFFECTIVE DATE.

Moving the election would save the city about \$8,000-\$10,000 for a regular election. Council would like more research done to see what the cost savings would be in a non-presidential election.

CM Claridge moved, seconded by CM Forester to approve Resolution #1126-2024. CM Claridge, CM Forester and CM Rodriguez voted "Aye". CM Holland voted "Nay". Motion passed.

OTHER ITEMS FOR DISCUSSION AND/OR ACTION:

14. CONSIDER APPROVAL OF RECOMMENDATION FROM THE PARKS BOARD TO APPOINT RYAN JILL FOX AS A MEMBER DIRECTOR ON THE BOARD OF DIRECTORS OF THE PARKS FOUNDATION OF RIVER OAKS (501C3, NON-PROFIT ORGANIZATION) AND TO APPOINT A CITY COUNCIL MEMBER LIAISON PURSUANT TO 2.16 "NON-VOTING CITY COUNCIL LIAISON" OF THE BYLAWS OF THE PARKS FOUNDATION OF RIVER OAKS TO ACT AS A LIAISON BETWEEN THE BOARD AND THE CITY COUNCIL.

Mayor Houk introduced Jill Fox. She designed the 75th logo and is serving on the Park Board. Jill will replace Jeremy Bell and Leigh Ann Turner will be the council liaison.

CM Forester moved, seconded by CM Claridge to approve adding Jill Fox as a member and Leigh Ann Turner as the council liaison. All voted "Aye".

15. CONSIDER APPROVAL TO EXPEND FUNDS FROM THE 2021 CERTIFICATE OF OBLIGATION BONDS IN ORDER TO REPLACE AIR CONDITIONING UNIT AS A JUSTIFIABLE EXPENSE FOR CITY COMPLEX IMPROVEMENTS ON THE ANNEX BUILDING THAT SERVICES THE PUBLIC WORKS ADMINISTRATION OFFICES.

The unit failed at the public works administration building. The low bid was \$13,285.00.

CM Holland moved, seconded by CM Claridge to approve purchasing the air conditioning unit out of the CO bond. All voted "Aye".

16. CONSIDER APPROVAL TO ORDER DUAL PLAQUES FOR THE TIME CAPSULE MONUMENT IN FRONT OF CITY HALL FOR BOTH THE 50TH AND 75TH YEAR ANNIVERSARY.

The estimated cost would be \$4,000.00 but maybe closer to \$3,000.00. The council would like to remove the Public Works Superintendent and add the City Secretary.

CM Forester moved, seconded by CM Claridge to approve the plaques with removing the Public Works Superintendent and adding the City Secretary. All voted "Aye".

17. DISCUSSION AND/OR ACTION REGARDING CANCELLING OR RESCHEDULING COUNCIL MEETING DATES OF OCTOBER 1, 2024 AND DECEMBER 3, 2024 DUE TO SCHEDULING CONFLICTS.

Would like to cancel the October 1 and December 3, 2024 Council Meetings.

CM Forester moved, seconded by CM Claridge to cancel both council meetings. All voted "Aye".

18. UPDATE ON SUBSTANDARD PROPERTIES AT:

- 1513 SKYLINE DR-public hearing on July 3rd.
- 5016 ALMENA RD-on going.
- 5401 BAYLOR AVE-substandard notice will go out.
- 5609 JAMES DR-administrative search warrant.

OTHER ITEMS FOR DISCUSSION AND/OR ACTION:

19. 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-hired Public Works Director Todd Henderson and will start July 8th.

Budget-currently meeting with department heads.

Parks Foundation-meeting this Thursday.

All American Festival-June 29, 2024 at 5116 River Oaks Blvd. Mayor Houk commended Anna Lee on the flyer.

CM Claridge-Baylor property needs attention. Cars are parking on unapproved surfaces at commercial businesses.

FC Shelley-Fort Worth is moving July 12th.

PC Stewart-down one employee.

QUESTIONS RELATED TO MONTHLY STAFF REPORTS INCLUDING:

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

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

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

CORRESPONDENCE:

31. COUNCIL MEMBER QUESTIONS, COMMENTS, AND ANNOUNCEMENTS.

CM Claridge-would like to promote the 501c3 like we do the \$1 donations.

CM Rodriguez-the Yale street sign never got installed. Concerned about the homeless people walking the streets and looking around.

CM Holland-asked if the complaints about the bus service decreased? CM Gregory-no. Would like on the Event Center report to note what expenses are actual expenses.

CM Forester-looks like the events at the Event Center are breaking even. Thanked CM Gregory and CS Luck for getting the website fixed for live streaming. Solicitors must have a permit thru the city and have a badge. The police can be called if they are not permitted.

Mayor Houk-everyone read the flag flyer. \$50 for the flag, pole, delivery, and installation. We are adding 19 more flags on the Blvd.

EXECUTIVE SESSION:

32. 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

RECONVENE:

33. CONSIDER APPROVAL OF ANY ACTION FROM EXECUTIVE SESSION

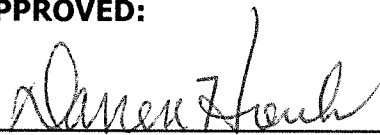
NONE

ADJOURN:

34. ADJOURN

At 7:56 p.m., Mayor Houk adjourned the meeting.

APPROVED:



Darren Houk, Mayor

ATTEST:



Paula Luck, City Secretary