

**MINUTES OF THE REGULAR MEETING
RIVER OAKS CITY COUNCIL
FEBRUARY 4, 2025**

MEMBERS PRESENT:

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

STAFF PRESENT:

CITY MANAGER MARVIN GREGORY
CITY SECRETARY PAULA LUCK
CITY ATTORNEY BRADLEY ANDERLEE
EMERGENCY MGT JAMES MYRICK
PUBLIC WORKS DIRECTOR TODD HENDERSON
POLICE CHIEF CHUCK STEWART
FIRE CHIEF RUSSELL SHELLEY
ASST PUBLIC WORKS DIRECTOR CASSIE DYER
BUILDING INSPECTOR STEVE SANDERS

ABSENT:

COUNCIL MEMBER JOHN CLARIDGE
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, February 4, 2025 at River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

2. INVOCATION

CM Rodriguez delivered the Invocation.

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

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

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

NONE

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 JANUARY 21, 2025 REGULAR CALLED COUNCIL MEETING
- B. BILLS PAYABLE FOR PERIOD ENDING FEBRUARY 4, 2025 (FY 2025)
- C. APPROVE 1ST QUARTER FY 2025 CRIME CONTROL AND PREVENTION DISTRICT FINANCIAL REPORT (OCTOBER 1, 2024-DECEMBER 31, 2024)

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

7. DISCUSSION OR ACTION TAKEN ON ITEMS WITHDRAWN FROM THE CONSENT AGENDA FOR SEPARATE DELIBERATION.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 OF SIEMENS SMART INFRASTRUCTURE/BRIGHTLY SOFTWARE, INC. REGARDING WORK ORDER SOFTWARE THAT IS INCODE COMPATIBLE DESIGNED TO ENHANCE UTILITY RECORDS EFFICIENCY.

Derrick Foss was present online and presented a presentation on Asset Management. This is cloud-based and mobile friendly. This will work on iPhone, Androids, and tablets. This software will integrate with Incode. The start up fee is \$11,388.48, Year 2026 is \$8,043.27, and Year 2027 is \$8,525.87. Staff has meet with other companies and staff recommends Brightly Software.

Mayor Pro Tem Turner moved, seconded by CM Rodriguez to approve the agreement with Brightly Software. CM Forester voted "Nay". Motion passed.

9. CONSIDER APPROVAL OF REQUEST TO RENT THE CITY'S ANNEX BUILDING.

The ladies at City Hall want to have an inside sale at the Annex building. We currently are working on a policy. A liability release form has been created until a policy is in place.

CM Forester moved, seconded by CM Rodriguez to approve the request to rent the Annex building. All voted "Aye".

ORDINANCES/RESOLUTIONS REGARDING COUNCIL APPROVAL/ACTION:

10. CONSIDER APPROVAL OF RESOLUTION #1139-2025 ESTABLISHING GUIDELINES FOR GRANT MANAGEMENT POLICIES IN THE CITY OF RIVER OAKS.

Cassie Dyer and Leigh Ann Turner attended a Grant Management Workshop. We need a grant policy in place. All departments have given their input. Cassie will be attending the grant writing course that is coming up.

Mayor Pro Tem Turner moved, seconded by CM Rodriguez to approve Resolution #1139-2025. All voted "Aye".

11. CONSIDER APPROVAL OF RESOLUTION #1140-2025 AUTHORIZING CONTINUED PARTICIPATION WITH THE STEERING COMMITTEE OF CITIES SERVED BY ONCOR; AND AUTHORIZING THE PAYMENT OF ELEVEN CENTS PER CAPITA TO THE STEERING COMMITTEE TO FUND REGULATORY AND LEGAL PROCEEDINGS AND ACTIVITIES RELATED TO ONCOR ELECTRIC DELIVERY COMPANY, LLC.

The city approves this every year, and we want to continue being involved with this.

At 7:05 p.m., Mayor Houk went into Executive Session under Sections 551.071.

At 7:16 p.m., Mayor Houk reconvened into Regular Session.

Mayor Pro Tem Turner moved, seconded by CM Rodriguez to approve Resolution #1140-2025 as presented. CM Forester abstained. Motion passed.

12. CONSIDER APPROVAL OF RESOLUTION #1141-2025 AUTHORIZING TO ENTER INTO THE FY 2025 MUTUAL AID AGREEMENT WITH TARRANT COUNTY EMERGENCY SERVICES DISTRICT NO. ONE FOR THE PURPOSE OF THE RIVER OAKS FIRE DEPARTMENT PROVIDING FIRE PROTECTION OUTSIDE THE BOUNDARIES OF THE CITY.

This is a renewal of an annual agreement.

CM Forester moved, seconded by Mayor Pro Tem Turner to approve Resolution #1141-2025. All voted "Aye".

OTHER ITEMS FOR DISCUSSION AND/OR ACTION:

13. DISCUSSION AND/OR ACTION ON CITY HALL WELCOME PACKETS.

Staff showed the council what the new residents and new businesses are given when they open water service. EDC started a shopping guide years ago, but a lot of businesses were left out and some categories can be combined, and the shopping guide was never finished. Staff will update and clean up the dining and shopping guide and improve from there.

14. 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.

WTP-samples passed but the backwash pump went out and must be pulled out in sections. The second story of the building was built on top of that pump.

Meandering Road-NCTCOG will be present at the February 18, 2025 council meeting.

Community Dance-Saturday, February 8th from 8:00 p.m. to 11:00 p.m. at the Event Center.

Election Date Change-River Oaks News published an article about the date change and will publish again in July.

75th Anniversary Expenses-enclosed is the final spreadsheet that includes personnel costs. Hotel/Motel Tax has been transferred over to cover these expenses.

Crud Mobile-Saturday, April 5th from 9:00 a.m. to 11:00 a.m. at City Hall. A shredding truck will be here also.

Long Avenue-will restart next week. The county is on Black Oak now.

WORK SESSIONS & ACTION FROM WORK SESSIONS:

15. WORK SESSION: DISCUSSION OF MUNICIPAL PLANNING THAT MAY PERTAIN TO A WIDE RANGE OF TOPICS, INCLUDING BUT NOT LIMITED TO ASSESSMENTS, POLICIES, PROCEDURES, MONTHLY REPORTING, FINANCIAL CONDITIONS, REAL ESTATE, DEVELOPMENT AND BUILDING IMPROVEMENTS.

Building Inspections-Steve Sanders explained his report and answered some questions. No changes will be made to this report.

Event Center-Shirley Wheat and Shirley Bloomfield were not in attendance. The council asked several questions. Council would like to add somewhere on the page the actual costs of Electricity and Water for the month.

Public Works-Cassie Dyer explained the report and answered questions. No changes will be made to this report.

16. ACTION FROM WORK SESSION, IF ANY.

NONE

CORRESPONDENCE:

17. COUNCIL MEMBER QUESTIONS, COMMENTS AND ANNOUNCEMENTS.

CM Rodriguez-thanked PD and FD for the Skyline incident. There are some good comments

about our trash from residents.

Mayor Pro Tem Turner-the City of Palestine has a "what do you want to see" on their website. Our common problems are in other cities also. Must go off facts, and not our feelings when it comes to the Event Center. The council holds each department accountable. The Event Center budget was discussed at the beginning of the fiscal year, and we know it isn't going to be profitable. But it was stated that we need to bring in 1/2 of the costs in revenue. We must be responsible for each dollar.

CM Forester-thanked Steve Sanders for coming in tonight. Thanked the Police for their banquet.

Mayor Houk-appreciates all.

PC Stewart-Sergeant Ashley Stringer will be leaving us for another city.

EXECUTIVE SESSION:

18. 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.

This item was done under Item #11.

RECONVENE:

19. CONSIDER APPROVAL OF ANY ACTION FROM EXECUTIVE SESSION

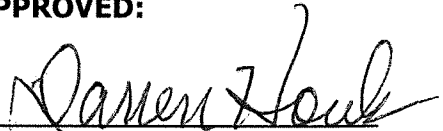
This item was done under Item #11.

ADJOURN:

20. ADJOURN


At 9:00 p.m., Mayor Houk adjourned the meeting.

APPROVED:



Darren Houk, Mayor

ATTEST:



Paula Luck, City Secretary