

**MINUTES OF THE REGULAR MEETING  
RIVER OAKS CITY COUNCIL  
MAY 23, 2023**

**MEMBERS PRESENT:**

MAYOR JOE ASHTON  
MAYOR PRO TEM DAN CHISHOLM  
COUNCIL MEMBER YOLIE RODRIGUEZ  
COUNCIL MEMBER LEIGH ANN TURNER  
COUNCIL MEMBER JOHN CLARIDGE  
COUNCIL MEMBER STEVE HOLLAND

MAYOR DARREN HOUK  
COUNCIL MEMBER BRENT FORESTER

**STAFF PRESENT:**

CITY MANAGER MARVIN GREGORY  
CITY SECRETARY PAULA LUCK  
CITY ATTORNEY BRADLEY ANDERLE  
INTERIM PUBLIC WORKS DIRECTOR JEREMY BELL  
POLICE CHIEF CHUCK STEWART  
EMERGENCY MGT JAMES MYRICK  
FIRE CHIEF RUSSELL SHELLEY  
DEPUTY POLICE CHIEF ERIC PERKINS

**ABSENT:**

NONE

1. CALL TO ORDER

With a quorum present, Mayor Ashton called the Regular Meeting of the River Oaks City Council to order at 6:00 p.m. on Tuesday, May 23, 2023 at River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

Mayor Ashton introduced wife Cassie, father-in-law and spouse Mickey and Claudia, and parents Joe & Karen Ashton. Appreciates the City Council and everyone on it.

2. INVOCATION

Mayor Ashton delivered the Invocation.

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

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

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

-CASTLEBERRY ISD HONORED WITH THE "BEST COMMUNITIES FOR MUSIC EDUCATION"  
FROM THE NAMM FOUNDATION

Director of Fine Arts, Steve Moss, received the proclamation. It is hard to get an achievement like this and appreciate the honor. Along with Steve Moss, CISD staff, students, and the Superintendent were present.

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

- A. APPROVE MINUTES OF MAY 9, 2023 REGULAR CALLED COUNCIL MEETING
- B. APPROVE MINUTES OF MAY 16, 2023 SPECIAL CALLED MEETING
- C. APPROVE BILLS PAYABLE FOR PERIOD ENDING MAY 23, 2023 (FY 2023)

**CM Claridge moved, seconded by Mayor Pro Tem Chisholm to approve the Consent Agenda Items A-C. All voted "Aye".**

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 DISCUSSION OR ACTION TAKEN ON ITEMS WITHDRAWN FROM CONSENT AGENDA FOR SEPARATE DELIBERATION.

**NONE**

**STATEMENT OF APPOINTED/ELECTED OFFICIAL & OATH OF OFFICE:**

Mayor Ashton-has been attending City Council Meetings for over 20 years. Have been on the City Council for 11 years. It has been an honor and I love River Oaks. Regardless of the EDC election, we need to work as a partner with EDC and move forward.

7. STATEMENT OF ELECTED/APPOINTED OFFICIALS, "OATH OF OFFICE" AND CERTIFICATE OF ELECTION FOR MAYOR AND CITY COUNCIL MEMBER PLACE 5.

Mayor Ashton presented the Certificate of Election to Darren Houk and Brent Forester. CM Gregory gave the Statement of Elected Official and Oath of Office to Darren Houk with Darren's son, Petty Officer Houk, holding a bible. Brent Forester's Aunt Kathy gave the Statement of Elected Official and Oath of Office to Brent Forester with Brent's cousin Michael holding a bible.

8. ADJOURN FOR RECEPTION FOR OUTGOING AND INCOMING ELECTED OFFICIALS.

At 6:22 p.m., Mayor Houk adjourned for a reception for outgoing and incoming elected officials.

At 6:42 p.m., Mayor Houk reconvened into Open Session.

**RECONVENE INTO REGULAR SESSION:**

9. SPECIAL RECOGNITION: JOE ASHTON AND DAN CHISHOLM.

Mayor Houk presented plaques to Dan Chisholm and Joe Ashton. Dan thanked all the current, past, and new council. Joe thanked all.

10. 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**

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

11. ALICIA MENDOZA REQUESTING TO BE PLACED ON THE AGENDA IN ORDER TO INTRODUCE HERSELF AND OFFER HER SUPPORT TO THE CITY COUNCIL AS SHE WILL BE REPRESENTING RIVER OAKS IN THE MISS TEXAS USA PAGEANT WHICH WILL BE HELD IN HOUSTON, TX ON JULY 14<sup>TH</sup> THROUGH 15<sup>TH</sup>.

Alicia Mendoza was present. Ms. Mendoza introduced herself and her parents and is honored to compete to represent River Oaks in the Miss Texas USA Pageant. Ms. Mendoza is a 24-year resident in River Oak and had attended CISD. Most of her family lives in River Oaks. If she wins Miss Texas, in year can go all the way to Miss Universe.

12. CITIZEN APPEARANCE OF TERRIE CHARLEBOIS REQUESTING TEMPORARY USE OF THE CITY PROPERTY AT 5550 BAYLOR LOCATED AT BAYLOR AND HARVARD FOR THE PURPOSE OF HOLDING A YARD SALE.

No one was present. Will table to later.

13. ELECTION OF MAYOR PRO-TEMPORE FOR THE 2023-2024 TERM YEAR.

**CM Forester moved, seconded by CM Rodriguez to elect John Claridge as Mayor Pro Tem. All voted "Aye".**

14. CONSIDER APPROVAL OF MUTUAL AID AGREEMENT BETWEEN COMMANDER, NAVY REGION SOUTHEAST COMMANDING OFFICER NAVALAIR STATION FORT WORTH JOINT RESERVE BASE AND CITY OF RIVER OAKS FOR THE PROVISION OF FIRE FIGHTING ASSISTANCE.

This is an updated long-term mutual aid agreement. The only thing that has changed is the signatures. Since we are the closest to the base, we would respond first if there was a working fire on the base. The City Attorney would like to add a line to this agreement.

**CM Holland moved, seconded by Mayor Pro Tem Claridge to approve the mutual aid agreement. All voted "Aye".**

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

15. CONSIDER APPROVAL OF ORDINANCE #1377-2023 AMENDING CHAPTER 4, "BUSINESS REGULATIONS" OF THE CODE OF ORDINANCES, CITY OF RIVER OAKS, DEFINING SHORT-TERM RENTAL AND PROVIDING FOR THE STANDARDS AND REVIEW PROCESS FOR SHORT-TERM RENTALS; AMENDING APPENDIX A, "FEE SCHEDULE" PROVIDING FOR ADMINISTRATIVE FEES ASSOCIATED WITH PERMITTING AND INSPECTION OF SHORT-TERM RENTAL PROPERTIES.

At 7:01 p.m., Mayor Houk went into Executive Session under Section 551.071.

At 8:05 p.m., Mayor Houk reconvened into Regular Session.

No action was taken.

At this time, Mayor Houk went back to Item #12. Terrie Charlebois was present. Request is to use the lawn at the Masonic Lodge for a three-home yard sale. She currently lives on a dead-end street which doesn't get that much traffic.

**CM Rodriguez moved, seconded by Mayor Pro Tem Claridge to approve the request with them paying three separate permit fees. All voted "Aye".**

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

16. 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: Public Works-pending one drug/physical results, will be fully staffed. Police-sending two to the academy and one is doing testing.

Park Master Plan Survey-master plan should be presented to the Parks Board and Council very soon.

Ribbon Cutting Ceremony-Kelly's Resale Boutique this Saturday, May 27, 2023 at 10:00 a.m. at 1111 B Roberts Cut Off.

Blood Drive-Wednesday, May 31<sup>st</sup> from 8:30 a.m. to 11:30 a.m.

Event Center-Friday, May 26<sup>th</sup> city event concert which was paid for by the 501c3. This band is the same band that played at Spring Fest. There has been a misunderstanding about allowing alcohol at this event. This event now will not allow alcohol.

All American Festival-Saturday, June 24<sup>th</sup>.

TXDOT-within four weeks, will have the QT traffic hazard taken care of where they exit out the back onto River Oaks Blvd. Working on the signal lights & yellow arrows at some intersections.

17. UPDATE ON SUBSTANDARD PROPERTIES AT:

- 1513 SKYLINE
- 5016 ALMENA
- 940 CODY COURT (APT 6-13)
- 4844 HARTFORD
- 1909 YALE
- 4833 SHERWOOD
- 1507 ROBERTS CUT OFF (BURN OUT)

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

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

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

Remodeling almost done and will come under budget.

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

21. **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

22. **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

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

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

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

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

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

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

**CORRESPONDENCE:**

**29. COUNCIL MEMBER QUESTIONS, COMMENTS, AND ANNOUNCEMENTS.**

CM Rodriguez-hope all makes it out to Kelly's ribbon cutting ceremony. All but one rack is new items.

CM Turner-this election brought out a lot of crazy stuff and now that the election is over, we have to stop. Welcomed the two new members. Need to continue to have the joint workshops so all is on the same page.

CM Holland-we had put off some planning items until after the election and we need to get those scheduled. Welcomed Brent a horned frog. Since 1970, there has always been a horned frog on this council.

CM Forester-looking forward to serving and agree we need to have joint workshops.

Citizen Ronald Sweeney-his house has a lot of drainage issues that creates a lot of flooding. PWD Bell mentioned this was discussed in today's Storm Water Meeting. Mr. Sweeney mentioned he is having problems with the Code Enforcement Officer' coming by week after week about the same things. It was mentioned to get with Marvin first then can request to be on the council agenda. Mr. Sweeney has already spoken with Marvin. CM Gregory mentioned that if this has already gone to court, this is out of our hands and will have to get with the prosecutor.

**EXECUTIVE SESSION:**

**30. 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;
- 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 discussed under Item #15.

**RECONVENE:**

31. CONSIDER APPROVAL OF ANY ACTION FROM EXECUTIVE SESSION

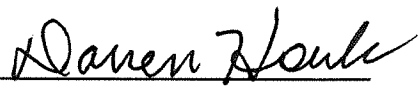
**NONE**

**ADJOURN:**

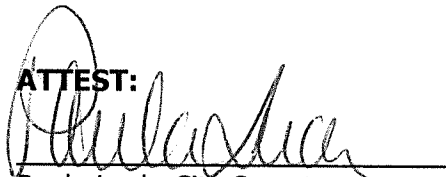
32. ADJOURN

**At 9:10 p.m., Mayor Houk adjourned the meeting.**

**APPROVED:**

  
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Darren Houk, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Paula Luck, City Secretary