

**MINUTES OF THE REGULAR MEETING  
RIVER OAKS CITY COUNCIL  
JUNE 28, 2022**

**MEMBERS PRESENT:**

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

**STAFF PRESENT:**

CITY MANAGER MARVIN GREGORY  
CITY SECRETARY PAULA LUCK  
CITY ATTORNEY ANDREA RUSSELL  
PUBLIC WORKS DIRECTOR GORDON SMITH  
DEPUTY POLICE CHIEF CHUCK STEWART  
EMERGENCY MGT JAMES MYRICK  
PUBLIC WORKS SECRETARY CASSIE DYER  
PUBLIC WORKS SUPERINTENDENT JEREMY BELL  
ASST PUBLIC WORKS SUPERINT. BRANDON RANDALL

**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 7:00 p.m. on Tuesday, June 28, 2022 at River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

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. 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**

5. READING OF PROCLAMATION(S) AND SPECIAL PRESENTATIONS BY MAYOR.:  
RECOGNIZE DARREN HOUK FOR HIS SERVICE TO THE CITY AS THE FORMER PLACE 3 CITY COUNCIL MEMBER

Mayor Ashton presented Darren Houk with a plaque thanking him for his service and dedication as a City Council Member and Mayor Pro Tem.

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 14, 2022 REGULAR CALLED COUNCIL MEETING
- B. APPROVE BILLS PAYABLE FOR PERIOD ENDING JUNE 28, 2022 (FY 2022)
- C. RATIFY APPROVAL OF RESOLUTION #1083-2022 APPROVING ACQUISITION OF REAL PROPERTY AT 5550 BAYLOR AVENUE.

**CM Holland moved, seconded by CM Claridge to approve the Consent Agenda items A-C. All voted "Aye".**

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 DISCUSSION OR ACTION TAKEN ON ITEMS WITHDRAWN FROM CONSENT AGENDA FOR SEPARATE DELIBERATION.

**NONE**

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

8. CONSIDER APPROVAL OF ORDINANCE #1351-2022 TO REAPPOINT ANDREW VOGEL AS THE MUNICIPAL COURT JUDGE PURSUANT TO SECTION 7.02.003 OF THE RIVER OAKS CODE OF ORDINANCES AND TO GIVE THE STATEMENT OF APPOINTED OFFICIAL AND OATH OF OFFICE TO THE MUNICIPAL JUDGE.

**CM Holland moved, seconded by Mayor Pro Tem Chisholm to approve Ordinance #1351-2022. All voted "Aye".**

CM Gregory gave the Statement of Appointed Official and Oath of Office to Andrew Vogel.

9. CONSIDER APPROVAL OF ORDINANCE #1352-2022 TO REAPPOINT CECILIA "CECIL" A. THOMAS AND JIM MINTER AS THE ASSOCIATE MUNICIPAL COURT JUDGES PURSUANT TO SECTION 7.02.003 OF THE RIVER OAKS CODE OF ORDINANCES AND TO GIVE THE STATEMENT OF APPOINTED OFFICIAL AND OATH OF OFFICE TO THE ASSOCIATE MUNICIPAL JUDGES.

**CM Claridge moved, seconded by Mayor Pro Tem Chisholm to approve Ordinance #1352-2022. All voted "Aye".**

CM Gregory gave the Statement of Appointed Official and Oath of Office to Cecil Thomas and Jim Minter.

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

10. PUBLIC HEARING: IN ORDER TO RECEIVE CITIZEN COMMENTS ON ADOPTING THE INTEGRATED STORMWATER MANAGEMENT (ISWM) PROGRAM DEVELOPED BY NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS (NCTCOG) THAT ADDRESSES BOTH STORM WATER QUALITY AND STORM WATER QUANTITY AND SETS STANDARDS FOR PLANNING, WATER

QUALITY, HYDROLOGY, HYDRAULICS, SITE DEVELOPMENT CONTROLS, CONSTRUCTION AND LANDSCAPING TOGETHER WITH THE CITY OF FORT WORTH 2015 STORM WATER CRITERIA MANUAL THAT BECAME EFFECTIVE ON SEPTEMBER 29, 2015 AS A RESOURCE GUIDELINE FOR LOCALLY ADOPTED DESIGN CRITERIA.

At 7:13 p.m, Mayor Ashton opened the Public Hearing.

Mickey Thomas with MJ Thomas Engineering was present. The city has had the same drainage ordinance for many years. Many organizations have been forced to adopt the iSWIM manual and our neighboring cities have adopted it or are in the process of adopting it. This is an elaborate ordinance, but it covers everything. This manual will bring additional benefits to the city and to residents. This program will not affect TXDOT's program. TXDOT will go by their program.

At 7:29 p.m., Mayor Ashton closed the Public Hearing.

11. ACTION FROM PUBLIC HEARING: CONSIDER ADOPTING THE INTEGRATED STORMWATER MANAGEMENT (iSWM) PROGRAM DEVELOPED BY NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS (NCTCOG) THAT ADDRESSES BOTH STORM WATER QUALITY AND STORM WATER QUANTITY TOGETHER WITH THE CITY OF FORT WORTH 2015 STORM WATER CRITERIA MANUAL THAT BECAME EFFECTIVE ON SEPTEMBER 29, 2015 AS A RESOURCE GUIDELINE FOR LOCAL ADOPTED DESIGN CRITERIA BY ADOPTING ORDINANCE #1348-2022.

**CM Claridge moved, seconded by Mayor Pro Tem Chisholm to approve adopting the iSWM program. All voted "Aye".**

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

12. CONSIDER APPROVAL OF MAYOR'S RECOMMENDATION FOR 2022-2023 BOARD AND COMMITTEE APPOINTMENTS.

The changes are the Transportation Representative to James Myrick and to the EDC Board. This item will be discussed in Executive Session.

13. CONSIDER APPROVAL AUTHORIZING THE CITY MANAGER WITH CITY ATTORNEY APPROVAL TO ENTER INTO DETENTION FACILITIES AND ENCROACHMENT AGREEMENTS WITH CASTLEBERRY INDEPENDENT SCHOOL DISTRICT (CISD) REGARDING THE PLANNED IMPROVEMENTS TO THE CASTLEBERRY BASEBALL FIELDS ON MEANDERING ROAD.

This is a draft agreement for the encroachment and the school will maintain the detention pond. Requesting to authorize CM Gregory to sign the agreement when it is approved by all parties. Mickey Thomas with MJ Thomas Engineering was present. There is an existing water and storm water main that goes under the ballfield, under the turf. The school district will be responsible for replacing the turf if the city has to go in and maintain the mains.

**CM Holland moved, seconded by CM Rodriguez to approve authorizing CM Gregory to sign the agreement when it is approved by all parties. CM Holland, CM Rodriguez, Mayor Pro Tem Chisholm, and CM Claridge voted "Aye". CM Turner abstained from voting.**

14. DISCUSSION AND/OR ACTION ON STAFF PRESENTATION REGARDING CITY HALL ADMINISTRATION AND PUBLIC WORKS EMPLOYEE RECRUITMENT AND RETAINAGE EFFORTS INVOLVING COMPRESSED WORK SCHEDULES, SALARY STUDIES, ONE-TIME INFLATION RETAINAGE AGREEMENT; SIGN ON BONUS AND ON-CALL PAY.

PWD Smith presented a compressed work schedule, salary surveys summary, one-time inflation retainage agreement, sign-on bonus, and on-call pay.

Compressed work schedule-Option 1 is City Hall and Public Works open from 7:30 am-5:30 pm and closed on Friday. Option 2 is City Hall and Public Works open from 7:30 am-5:30 pm with an hour lunch which City Hall will be closed during that hour, and four hours on Friday. Option 3 is keeping the existing work schedule.

Salary survey-Public Works and City Hall employees are \$1-\$4 behind and hour in pay than other cities.

One-time inflation retainage agreement-existing employees get a one-time inflation offset payment of \$1,000 for agreement to stay one year. If an employee leaves during the one year, the employee pays back the payment in prorated amount for the months stayed during the year.

Sign-on bonus-one city is offering Public Works a \$1,000 sign on bonus for the first six months and another \$1,000 at the end of one year.

On-call pay-we require two employees to be available for on-call for after hours for emergencies. It is a rotating schedule. As of right now, we only compensate if the employee gets called out. Recommended is an employee who is on call receives \$50.

After much discussion, council is requiring more information be brought back.

**WORK SESSION & ACTION FROM WORK SESSION:**

15. WORK SESSION: FUTURE BUILDING IMPROVEMENT PLANS TO CITY BUILDINGS AND CONSIDERING THE POSSIBLE SALE OF CITY PROPERTY FOR FUTURE PROPERTY DEVELOPMENT WITHIN THE CITY.

Mayor Ashton wants a Work Session scheduled for July 12<sup>th</sup> at 6:00 pm.

16. ACTION FROM WORK SESSION, IF ANY.

**NONE**

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

17. UPDATE ON SUBSTANDARD PROPERTIES AT:

- 632 SCHIEME
- 636 SCHIEME
- 640 SCHIEME
- 1513 SKYLINE

- 1114 HARVARD
- 5016 ALMENA
- 940 CODY COURT (APT 6-13)

The Schieme properties are being sold. No questions were asked.

18. 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-ACO Officer hired, and a Police Officer hired. Still remain three officers short.

Tower Lease-Still waiting.

11:30 am tomorrow in the garage, there will be a retirement cook out for Chris Spieldenner.

**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 Claridge-glad everyone is open to change the hours of operation for the city.

Deputy PC Stewart-there is something going around on the internet saying there are two men in River Oaks that are wanted for murder. It is a hoax.

CM Holland-received CCR report and all looks good.

CM Turner-thanked all for their work.

Mayor Pro Tem Chisholm-the firework show was good. Council needs to discuss the cost of what we are selling the old city road signs for.

**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;
- 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-**Appointment of Police Chief & Deputy Police Chief;**
- d. Section 551.076 Deliberation regarding security devices.

At 8:48 p.m., Mayor Ashton went into Executive Session under section 551.074 and for Item #12.

At 9:21 p.m. Mayor Ashton reconvened into Regular Session.

**RECONVENE:**

32. CONSIDER APPROVAL OF ANY ACTION FROM EXECUTIVE SESSION

Congratulations was given to the new Police Chief Chuck Stewart and the new Deputy Police Chief Eric Perkins.

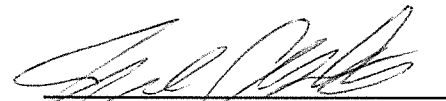
**CM Holland moved, seconded by CM Rodriguez to appoint Brent Forester to the Zoning Board of Adjustments and to leave Dan Chisholm on the Economic Development Board. All voted "Aye".**

**ADJOURN:**


33. ADJOURN

**At 9:22 p.m., Mayor Ashton adjourned the meeting. All voted "Aye".**

**APPROVED:**

  
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Joe Ashton, Mayor

**ATTEST:**

  
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Paula Luck, City Secretary