

**MINUTES OF THE REGULAR MEETING
RIVER OAKS CITY COUNCIL
AUGUST 25, 2015**

MEMBERS PRESENT:

MAYOR HERMAN EARWOOD
MAYOR PRO TEM STEVE HOLLAND
COUNCIL MEMBER JOANN BUTLER
COUNCIL MEMBER BRUCE SCOTT
COUNCIL MEMBER JOE ASHTON
COUNCIL MEMBER JOANN GORDON

STAFF PRESENT:

CITY SECRETARY MARVIN GREGORY
POLICE CHIEF AVIN CARTER
FIRE CHIEF RUSSELL SHELLEY
PUBLIC WORKS DIRECTOR JAMES HATLEY
BUILDING INSPECTOR STEVE SANDERS
RECORDING SECRETARY SUSAN STEWART
EDC CONSULTANT PATRICIA WARD
EMC JAMES MYRICK
CODE ENFORCEMENT OFFICER JOHN PAUL JONES
COMMUNITY CENTER DIRECTOR SHIRLEY WHEAT
COMMUNITY CENTER DIRECTOR SHIRLEY BLOOMFIELD

1. CALL TO ORDER

With a quorum present, Mayor Earwood called the Regular Meeting of the River Oaks City Council to order at 7:00 p.m. on Tuesday, August 25 2015 at the River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

2. INVOCATION

PWD Hatley delivered the Invocation.

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

PWD Hatley led the Pledges of Allegiance to the United States and the Texas Flags.

4. READING OF PROCLAMATION(S) AND SPECIAL PRESENTATIONS

None.

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. MINUTES OF AUGUST 11, 2015 REGULAR COUNCIL MEETING

B. RATIFY BILLS PAYABLE FOR PERIOD ENDING AUGUST 25, 2015 (FY 2015)

C. APPROVE HIRING OF ROGER MC MORRIS IN THE PUBLIC WORKS DEPARTMENT AS RECOMMENDED BY MAYOR

D. APPROVE HIRING OF DIANA OVIEDO IN THE CITY ADMINISTRATION DEPARTMENT

CM Butler moved, seconded by CM Gordon, to approve the consent agenda items A, B, C, and D. All voted "Aye."

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 DISCUSSION OR ACTION TAKEN ON ITEMS WITHDRAWN FROM CONSENT AGENDA FOR SEPARATE DELIBERATION.

None.

PERSONAL APPEARANCES AND ITEMS REQUIRING COUNCIL APPROVAL/ACTION:

7. DISCUSSION AND/OR ACTION ON REQUEST BY **CAROLYN SMITH AT 5601 JAMES TO EXTEND THE CERTIFICATE OF OCCUPANCY PERMIT AN ADDITIONAL 45-DAYS**

Carolyn Smith, 5601 James, requested an additional 45 to 60 days to comply with the certificate of occupancy requirements due to medical reasons. Ms. Smith stated her progress as obtaining estimates for the electrical work. Inspector Sanders requested monthly checks to verify progress. Sanders reported the current electrical service is a 60-amp service. Mayor Earwood requested that Ms. James schedule a time for Inspector Sanders to inspect for immediate hazards and overloading of the electrical circuits until the service is upgraded.

CM Scott moved, seconded by CM Butler, to extend the certificate of occupancy permit for Carolyn Smith at 5601 James for an additional 60-days as long as she communicates with Inspector Sanders and does check-ups in the middle. All voted "Aye."

Mayor Earwood requested that if progress is not made, staff is to notify the Council.

[Due to the absence of the Community Center Directors and the Park Board Chairman, agenda items 11, 12, and 13 were presented first with agenda items 8, 9, and 10 presented afterward.]

11. CONSIDER APPROVAL OF **RESOLUTION # 838-2015** AUTHORIZING ECONOMIC DEVELOPMENT CORPORATION (EDC) EXPENDITURES FROM THE 2015-2016 FISCAL YEAR BUDGET AS QUALIFIED FOR PROJECTS MORE THAN \$10,000.00; AND PROVIDING AN EFFECTIVE DATE. (FIRST READING)

No discussion occurred.

CM Gordon moved, seconded by CM Ashton, to approve Resolution #838-2015 authorizing Economic Development Corporation expenditures from the 2015-2016 fiscal year budget, first reading. All voted "Aye."

12. UPDATE FROM JAMES MYRICK, EMERGENCY MANAGEMENT COORDINATOR, REGARDING POSITIVE MOSQUITO SAMPLE FOR WNV

EMC James Myrick stated that West Nile mosquitos will be active for another 4-6 weeks. On August 16 and August 17 spraying did occur however, the most recent sample traps of mosquitos tested on Greenbrier and Blackstone were negative for West Nile.

No action was taken.

13. STAFF REPORT ON SUBSTANDARD PROPERTIES:

Inspector Sanders reported 61 administrative search warrants to abate nuisance code violations. CM Ashton asked who is writing those search warrants. It was reported that Secretary Stewart writes the high grass warrants and CS Gregory writes the building search warrants.

Mayor Earwood explained that in the case of insect or rodent infested properties, staff will bring in an exterminator and add the cost to the invoice. Mayor Pro Tem Holland concurred and expressed concern should the cost get excessive.

Sanders gave updates on some of the following substandard properties:

- 604 FRONTIER
- 5008 SHERWOOD
- 5008 PENROD
- 1705 LONG AVE. – The plumbing permit has been finaled. The substandard fee has been paid. There is an active electrical permit which will be finaled once active service is established. Sanders reported a potential new buyer.
- 603 HARRISDALE – The owner has passed away. Any action will be on hold temporarily to allow for probate of the will.
- 5601 JAMES
- 4900 ALMENA
- 1609 YALE
- 5312 TAYLOR
- 1202 BANKS
- 1108 YALE
- 1425 BYRD – is a burnout and is on hold pending the conclusion of the insurance investigation.
- 1203 YALE
- 5116 LANGLEY RD.
- 1309 ROBERTS CUT OFF

- 1311 ROBERTS CUT OFF
- 5905 BLACK OAK
- 5909 BLACK OAK
- 4612 OHIO GARDEN – The demo has been completed and the property has been removed from the substandard list.
- 4829 KESSLER – City staff abated the exterior and secured the property. Staff will abate the interior with the assistance of an exterminator.
- 1444 LONG – Is a burnout. No contact from any of the 6 owners. This property is on hold pending investigation.
- 622 OAKLAWN
- 1605 NANCY LANE

8. DISCUSSION AND/OR ACTION ON PROPOSED COMMUNITY CENTER EVENTS:

Community Center Directors Shirley Wheat and Shirley Bloomfield presented the following:

- HALLOWEEN HAUNTED HOUSE – It was reported that there are very few volunteers available. The directors have a few ideas and will attempt to continue with the event.
- CHRISTMAS FESTIVITIES – It was suggested that the event be moved from Saturday to Friday with no organized craft fair. It was reported that the school district is not very interested in performing at this event. Discussion occurred related to the "Fun Run" which will be discussed in further detail at a future EDC meeting. It was suggested that the runners lead the parade. Mayor Earwood suggested a committee be formed which would include the police chief, public works director and EDC representatives. It was decided to expand the decorations at City Hall and to move the festivities to City Hall.
- NATIONAL NIGHT OUT – Community Center staff is working with Deputy Chief Spieldenner on this event which will be held on October 6, 2015
- OTHER SPECIAL EVENTS – Discussion occurred related to an annual spring art show with Murray Hill at the Community Center. It is the vision that the local high school and other high school art departments and culinary schools will be involved. The requestor will solicit for all the donations but will not present himself as a representative of the City. All donations will be recorded at the City with a 70/30 split at the end of the event. Admission fee was suggested at \$5.

CM Butler moved, seconded by CM Gordon, to allow the Community Center directors to pursue an annual River Oaks Art and Food Festival with the approval of CS Gregory and the attorney. All voted "Aye."

Mayor Earwood gave the direction for the requestor to meet with CS Gregory and PC Carter and bring a recommendation to the Council.

9. CONSIDER APPROVAL OF **ORDINANCE # 1081-2015** TO AMEND THE 2014-2015 FISCAL YEAR GENERAL FUND BUDGET TO EXPEND FUNDS OUT OF THE COMMUNITY CENTER DOLLAR DONATION FUND FOR A CHRISTMAS FLOAT

Community Center directors requested \$1,000 for a float in the Fort Worth parade if participation is desired.

CM Ashton moved, seconded by CM Gordon, to approve Ordinance #1081-2015 to amend the 2014-2015 fiscal year budget to expend funds out of the Community Center dollar donation fund for a Christmas float not to exceed \$1,000. All voted "Aye."

10. DISCUSSION AND/OR ACTION ON PLACEMENT OF PLAQUE AT MCGEE PARK RECOGNIZING CISD FOR DONATION OF PLAYGROUND EQUIPMENT AS BEING PRESENTED BY CHAIRMAN MAKARWICH

A Park Board representative was not present. CS Gregory stated that the requested plaque will be placed on the concession stand.

CM Gordon moved, seconded by CM Ashton, to approve the placement of a plaque recognizing CISD for the donation of playground equipment. All voted "Aye."

[Agenda items 11, 12, and 13 were presented prior to agenda item #8]

STAFF REPORTS:

14. WORKSHOP: FY 2015-2016 CITY OPERATIONAL BUDGET

CS Gregory presented the final budget which will be presented at the public hearing.

15. ACTION IF ANY FROM WORK SHOP

No action was taken.

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

PC Carter gave a reminder of the retirement reception for Carla Wright on August 28, 2015 from 5-7 p.m. at the Community Center.

PC Carter reported that the department had conducted 8 interviews resulting in five prospects to fill the two open positions.

No action was taken.

17. FIRE DEPT. REPORT INCLUDING NUMBER OF CALLS FOR SERVICE

FC Shelley responded to a question; explaining that the #13 is used on River Oaks fire apparatus' because this is an identifying number for River Oaks with Tarrant County.

Mayor Pro Tem Holland complimented the additional information on the report as requested.

FC Shelley reported 7 new members for a total of 29 members. Of those 27 are medically trained as compared to 9 when he became the chief. There are 6 paramedics compared to 1 paramedic when he became the chief.

No action was taken.

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

No discussion occurred.

19. LIBRARY ACTIVITY REPORT INCLUDING NUMBER OF BOOKS, VIDEOS, PAPERBACKS, AND INCLUDING NUMBER OF PATRON ASSISTANCE

No discussion occurred.

20. 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

No discussion occurred.

21. 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

No discussion occurred.

22. PARK BOARD ACTIVITY REPORTS INCLUDING BALLFIELD RENTALS, GRANT UPDATES AND QUESTIONS PERTAINING TO MINUTES FROM THE PARK BOARD

No discussion occurred.

23. **COMMUNITY CENTER ACTIVITY REPORTS** INCLUDING NUMBER OF COMMUNITY CENTER RENTALS, EVENTS AND ACTIVITIES

No discussion occurred.

24. **CITY SECRETARY ACTIVITY REPORT** INCLUDING REVENUE FROM SALES TAX, DOLLAR DONATIONS, EDC SALES TAX, TEX POOL AND CRIME SALES TAX

No discussion occurred.

25. **EDC ACTIVITY REPORT** INCLUDING FUNDED PROJECT UPDATES, UPCOMING PROJECTS AND BIG IMPROVEMENT GRANT APPLICATIONS

No discussion occurred.

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

No discussion occurred.

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

No discussion occurred.

PUBLIC FORUM:

28. CITY COUNCIL INVITES CITIZENS TO SPEAK ON ANY TOPIC; 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 THE ISSUE. **NO COUNCIL DELIBERATION IS PERMITTED**

None.

EXECUTIVE SESSION:

29. 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. **Fire Chief Russell Shelley**
- d. Section 551.076 Deliberation regarding security devices

At 7:58 p.m. Mayor Earwood convened into executive session under Section 551.074.

RECONVENE:

At 8:28 p.m. Mayor Earwood reconvened into regular session.

30. CONSIDER APPROVAL OF ANY ACTION FROM EXECUTIVE SESSION

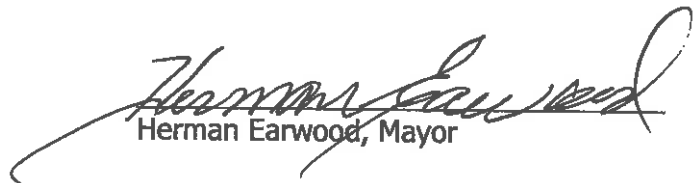
No action was taken.

ADJOURN:

31. ADJOURN

At 8:28 p.m. CM Scott moved, seconded by CM Gordon, to adjourn the meeting. All voted "Aye".

APPROVED:


Herman Earwood, Mayor

ATTEST:



Marvin Gregory, City Secretary