

**MINUTES OF THE REGULAR MEETING
RIVER OAKS CITY COUNCIL
OCTOBER 26, 2021**

MEMBERS PRESENT:

MAYOR JOE ASHTON
MAYOR PRO TEM HOUK
COUNCIL MEMBER STEVE HOLLAND
COUNCIL MEMBER JOHN CLARIDGE
COUNCIL MEMBER DAN CHISHOLM
COUNCIL MEMBER YOLIE RODRIGUEZ

STAFF PRESENT:

CITY MANAGER MARVIN GREGORY
CITY SECRETARY PAULA LUCK
CITY ATTORNEY ANDREA RUSSELL
PUBLIC WORKS DIRECTOR GORDON SMITH
POLICE CHIEF CHRIS SPIELDENNER
EMERGENCY MGT JAMES MYRICK
FIRE CHIEF RUSSELL SHELLEY

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, October 26, 2021 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 Rodriguez 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. BADGE PINNING CEREMONY: SWEARING IN OF FULL-TIME FIRE FIGHTERS THAT HAVE COMPLETED THEIR PROBATIONARY PERIOD.

Fire Chief Russell Shelley, Greg Stockton, Steven Sanders, Jeremy Jones, Lucas Short, Eugene Yedinak, Thomas McCord, James Barker, Justin Jacobs, and Blake Morton were present. Fire Chief Shelley gave the Oath of Office to Steven Sanders, Lucas Short & Jeremy Jones; and family members pinned the pins on their uniform.

Mayor Ashton is very grateful on having a paid full-time Fire Department.

6. 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

7. **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 OCTOBER 12, 2021 REGULAR CALLED COUNCIL MEETING
- B. APPROVE MINUTES FROM OCTOBER 19, 2021 WORK SESSION
- C. APPROVE BILLS PAYABLE FOR PERIOD ENDING SEPTEMBER 30, 2021 (FY 2021)
- D. APPROVE BILLS PAYABLE FOR PERIOD ENDING OCTOBER 26, 2021 (FY 2022)
- E. RATIFY APPROVAL OF ELECTRIC RELIABILITY COUNCIL OF TEXAS INC (ERCOT) AGREEMENT FOR MEMBERSHIP YEAR 2022

CM Claridge moved, seconded by CM Rodriguez to approve the Consent Agenda items A-E. All voted "Aye".

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 DISCUSSION OR ACTION TAKEN ON ITEMS WITHDRAWN FROM CONSENT AGENDA FOR SEPARATE DELIBERATION.

NONE

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

9. DISCUSSION AND/OR ACTION REGARDING THE PROPOSED FIRE DEPARTMENT EXPANSION TO ACCOMMODATE A FULL-TIME FIRE DEPARTMENT.

Items # 9 & 10 were discussed together.

Javier Lucio with RPGA Design Group was present. Enclosed is the updated agreement from architect Javier Lucio. The total revised project is \$350,000.00 and the grant if approved would be \$250,000.00. That would leave a \$100,000.00 commitment that could be paid out of the CO Bond. \$50,000.00 is estimated for architect fees but anticipate that amount will be a lot less. There is a lot of padding in the \$50,000.00 in case problems come up during construction. We should know the first week of December 2021 if we get approved for the grant. The money will have to be spent by the summer of 2022.

Mayor Pro Tem Houk moved, seconded by CM Rodriguez to approve the updated agreement and to enter into an agreement with RPGA Design Group Inc. subject to City Attorney approval. All voted "Aye".

10. CONSIDER APPROVAL TO ENTER INTO A CONTRACT WITH RPGA DESIGN GROUP INC. TO PREPARE AND DESIGN ARCHITECTURAL CONSTRUCTION PLANS AND OTHER AMENITIES FOR THE FIRE DEPARTMENT EXPANSION PROJECT.

Items #9 & 10 were discussed together.

11. CONSIDER APPROVAL TO WAIVE RENTAL FEES FOR C.I.S.D. TO USE THE COMMUNITY CENTER TO HOST AN ANNUAL PUBLIC MEETING.

This request is from CM Gregory. CISD is a civic group which gets a reduced rental rate. The school system has been working with us on the web ex system at no charge and would like to waive the rental fees.

CM Claridge moved, seconded by CM Chisholm to approve waiving the rental fees for CISD to host an annual public meeting. All voted "Aye".

ORDINANCES/RESOLUTIONS REQUIRING COUNCIL APPROVAL/ACTION:

12. CONSIDER APPROVAL OF RESOLUTION #1065-2021 AMENDING THE EMPLOYEE PERSONNEL POLICY AS AMENDED BY AMENDING ARTICLE 5, SECTION 5.08 "FAMILY LEAVE WITH PAY"; PROVIDING FOR THE INCORPORATION OF ARTICLE XIX "MENTAL HEALTH LEAVE POLICY" AND ARTICLE XX "PAID QUARANTINE LEAVE POLICY"; AND REPEALING RESOLUTION 1062-2021 IN ITS ENTIRETY.

In the enclosed policy, the "Family Leave with Pay" Section 5.08 is changed from 24 hours to 40 hours for a death of an immediate family member. Added is a section for Fire Fighters to 48 hours.

Added is a cap of quarantine for employees due to the pandemic illness to 10 working days. We cannot cap first responders, so this is for other employees.

Incorporated is a section for Mental Health and Quarantine.

CM Claridge moved, seconded by CM Chisholm to approve Resolution #1065-2021. All voted "Aye".

STAFF REPORTS:

13. UPDATE ON SUBSTANDARD PROPERTIES AT:

- 5962 BLACK OAK LANE
- 5958 BLACK OAK LANE
- 632 SCHIEME
- 636 SCHIEME
- 640 SCHIEME
- 1513 SKYLINE

No questions were asked about the Substandard Properties.

QUESTIONS RELATED TO MONTHLY STAFF REPORTS INCLUDING:

14. **POLICE DEPT. MONTHLY REPORT** INCLUDING PATROL ACTIVITY, RESPONSE CALLS, NUMBER OF CRIMINAL INVESTIGATION CASES, WARRANTS ISSUED AND ANIMAL CONTROL CALLS INCLUDING CITATIONS ISSUED.
15. **FIRE DEPT. REPORT** INCLUDING NUMBER OF CALLS FOR SERVICE AND FIRE TRAINING EXERCISES.
16. **INSPECTIONS AND CODE COMPLIANCE ACTIVITY REPORTS** INCLUDING NUMBER OF PERMITS ISSUED AND CODE VIOLATIONS WORKED.
17. **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
18. **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
19. **PARK BOARD ACTIVITY REPORT** INCLUDING BALLFIELD RENTALS, GRANT UPDATES AND QUESTIONS PERTAINING TO MINUTES FROM THE PARK BOARD
20. **EVENT CENTER ACTIVITY REPORT** INCLUDING NUMBER OF COMMUNITY CENTER RENTALS, EVENTS AND ACTIVITIES
21. **CITY SECRETARY ACTIVITY REPORT** INCLUDING REVENUE FROM SALES TAX, DOLLAR DONATIONS, EDC SALES TAX, TEXPOOL AND CRIME SALES TAX
22. **EDC ACTIVITY REPORT** INCLUDING FUNDED PROJECT UPDATES AND UPCOMING PROJECTS.
23. **STORM WATER TASK FORCE ACTIVITY REPORT** INCLUDING ACTINS TAKEN UNDER THE MS4 PERMIT, COMMUNITY EDUCATION AND PROMOTIONAL EVENTS REGARDING STORM WATER PREVENTION POLLUTION
24. **EMERGENCY MANAGEMENT ACTIVITY REPORT** INCLUDING POLICIES, PROCEDURES AND INFORMATION PERTAINING TO EMERGENCY MANAGEMENT PLANNING

OTHER ITEMS FOR DISCUSSION AND/OR ACTION:

25. 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-Ana Juarez passed away. Kasandra Garcia will be moved over to court and the vacant position in water will not be filled. PWD Smith has re-hired Cassandra Dyer as the Public Works Secretary. The Police Department has three vacancies (dispatcher, clerk, and officer). The Fire Department may have a vacancy soon.

Tower Lease-Telecom is working with American Tower and Verizon regarding the draft lease.

Rescue Act-the duct cleaning is done and the \$500 check for each first responder is done. Will be meeting with vendors on the air filtration system.

Push In Ceremony-for the new fire truck will be October 30th at 10 a.m. Hot dogs will be served, goodies for the kids, and pictures with the kids will be done.

Bond Election-the flyer is enclosed and will be posted on the website. The Annex Building is the polling site for next Tuesday.

CORRESPONDENCE:

26. COUNCIL MEMBER QUESTIONS, COMMENTS AND ANNOUNCEMENTS.

CM Claridge-when we have the water plant discussion, would like to know what our costs would be if we go to Fort Worth (employee costs, equipment, etc.)

CM Holland-MPS November 20th, 2021 and it will be a drive by at his house.

CM Rodriguez-heard good things from citizens on how the new fire truck looks.

EXECUTIVE SESSION:

27. 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:

28. CONSIDER APPROVAL OF ANY ACTION FROM EXECUTIVE SESSION


NONE

ADJOURN:

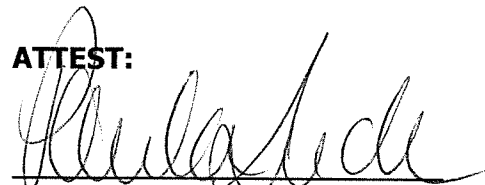
29. ADJOURN

At 7:39 p.m., Mayor Ashton adjourned the meeting. All voted "Aye".

APPROVED:


Joe Ashton, Mayor

ATTEST:


Paula Luck, City Secretary