

City of Post Oak Bend City Council
Minutes - November 12, 2019

1. Mayor Hank Warden called the Tuesday, November 12, 2019, Regular City Council Meeting to Order at 7:00 p.m.
2. All present recited the pledges of allegiance.
3. Mayor Warden called council member roll.

Present: Council Members: Joey Wages, Ronnie Sherrard, Alison Novak, Mike Parker and Dr. Stephen McMahon.
Also present: Tyler Hendrickson, Velvin & Weeks, and Barbara Bedrick, City Secretary

4. Consider and act to approve the October 8, 2019 Regular Council Meeting Minutes
Motion to approve October 8, 2019 Regular Council Meeting Minutes: Council Member Wages
Second: Council Member Novak In Favor: All Opposed: None
Motion to approve October 8, 2019 Council Minutes: Passed

5. Consider and Act to approve the October 2019 Financials and Disbursements - Dr. Stephen McMahon/Financial Officer /Barbara Bedrick, City Secretary
Financial Officer Dr. McMahon briefly reported on October 2019 Financial Report. City Secretary Bedrick reported the final October 2019 Financial Report reflects numerous pending invoices that haven't cleared, indicating the City's balance at approximately \$51,000.
Motion to accept the October 2019 Financials and Disbursements: Council Member Parker
Second: Council Member Wages. In favor: All Opposed: None
Motion to accept Oct. 2019 Financials and Disbursements: Passed

6. City Secretary Report
City Secretary Bedrick reported on various projects: City website was updated several times a week in October/November to date. Early voting, site locations, election day and election results were among those updates. The City hosted two community center rentals in the past month, one – the November 5th Elections. The city conducted two building permit meetings, with two new property owners who are preparing for plan review and building permit submission. One home is expected to be built on FM 987; the other will go up on CR 278. The City conducted research on sales taxes with Texas Comptroller calls and emails. This is just a quick update on some projects.

7. Citizen Comments – No citizens signed up to speak.

8. Consider and Review Road Study Overview Needs Assessments – Tyler Hendrickson

Mayor Warden welcomed engineer Tyler Hendrickson, Velvin & Weeks, to the council meeting to discuss a proposed City Road and Drainage Study. Hendrickson said his company could evaluate the primary roads and provide direction on drainage and roads. He briefly discussed the process and listened as Council Members voiced their concerns about certain streets in the city. Another engineering firm had recommended a right of way ownership review/study, but Hendrickson said he didn't think it was needed. He noted that the right of way is limited on ditch capacity. Mayor Warden asked what the study would entail. Hendrickson said his engineering firm would drive the city streets, review, study the options and prioritize. Tyler said the roads he planned to consider were CRs 281, 280, 279, 278 and 277. He was asked if this phase included the actual designs to repair, and he said that would be a separate study. City Secretary Bedrick asked if council would want to study all the city streets and roads since most of the current major roads have recently been repaired. Some of the smaller streets have some big issues too. Council Member Sherrard talked about Bend East's needs, but said he thought that only the city's major roads should be included in study. Council Member Novak asked that all city roads be included in the study to get a big picture of the whole city's infrastructure. Hendrickson said he's driven the Bend East area, and it's very flat, and there aren't many options. Mayor Warden asked what the study will tell us. Hendrickson said his firm would study road conditions and prioritize street projects, and also provide color-coded maps. Secretary Bedrick asked if the study would include geotechnical core samplings of roads used to help determine the stability of the roads. Core samples can provide specific informat on each road's base or lack of base, help prioritize the roads, and how much material would be needed to bring city roads to a better level capable of lasting much longer than pothole repairs and two-year road repairs. Hendrickson said he did not factor in core samplings, but he could. Council Member Parker asked how much more expense that would add to study, and Hendrickson stated about \$5,000 more. City Secretary Bedrick asked what the next phase would be after that. Hendrickson said the next step would be a design study to provide specific repair options. Once a design plan is selected, his firm would prepare the bids, and later, it would check the references on low bid and help manage selection. Council Member Sherrard spoke about Bend East drainage concerns with 2-inch fall off in front, culverts needed, and a way to change drainage flow. Hendrickson said Bend East will be very expensive to correct, with concrete streets, excavation needed, especially with no elevation. There was discussion about ditches along the state-maintained FM 987. Sherrard asked about utility issues and locates. Mayor Warden said Tyler would be able to give the city a blueprint to move forward on road repairs. Hendrickson is to draft a proposal letter to include scope with all study steps and provide estimated bid. Mayor Warden thanked Mr. Hendrickson for attending the council meeting and answering questions.

9. Consider and Approve Klassik K road materials purchase
Residents on Klassik K have reported driving concerns on the road with potholes. They asked for two truckloads of crushed concrete to be delivered. Mayor Warden asked City Secretary Bedrick to obtain rates for road materials. She presented the Klassik K road project estimates for a 12-yard load of crushed concrete. Estimates were obtained from four companies. Council Member Novak asked about whether the bids were based on same criteria. Barbara stated she requested bids for 1 ½ inch crushed rock per one 12-yard truckload from each company. Council Member Sherrard said Kings Creek has an issue at back end of road. Alison stated she drove the roads and said there were also potholes to address on CR 277 and CR 278. However, since the agenda item only reflected repairs for Klassik K, council can only vote on those roads at this meeting. The others could be considered in the next council meeting, if the budget allows. Mayor

Warden said he thought the City should purchase two loads from the lowest bidder for Klassik K Road, and asked City Secretary Bedrick to coordinate material delivery.

Motion to approve purchase of two truckloads (12 yards each) of 1 ½ inch crushed concrete from Kaufman Sand and Gravel for Klassik K: Council Member Parker Second: Council Member Sherrard In Favor: All Opposed: None Motion: Passed

10. Consider and Approve Citizen Committee Resolution and application

Mayor Hank Warden said a resolution was drafted for a Citizen Committee to serve as an infrastructure funding study committee for road and drainages issues. City Secretary Bedrick said the attorney had reviewed and drafted the resolution and updated with minor changes. Mayor Warden thanked everyone for providing input on the committee application. He asked how the application was going to be circulated to the public, and Barbara said on the website and any other way mayor and council would want. Mayor Warden said that was fine, and he said we may want to place a timeline on when committee will be formed. Barbara said a timeframe for response would be added.

Motion to approve the resolution to form a citizen committee, and the committee application: Council Member Dr. McMahon Second: Council Member Wages In favor; All Opposed: None Motion to approve the citizen committee resolution and the application passed.

11. Consider/Discuss home-based businesses and sales taxes

Mayor Warden asked about an update on this issue raised by Council Member Wages. City Secretary Bedrick said she had done research with the Texas Comptroller and obtained a list of the current home-based businesses paid to date. Many of these are internet sales and report to comptroller. Council Member Wages said there was also some concern about a business operating out of Bend East. Residents there said a resident/business owner had employees showing up at 3 a.m. picking up business vehicle and causing noise. Bend East is zoned single-family residential. City to follow up on this issue with resident.

12. Consider and Set FY 2020 Budget Hearing

Mayor Warden said budget hearing is to be held next month and asked for update from City Secretary Bedrick. She said attorney advised the hearing could be done the same day as next council meeting, so that date would be December 10th. Budget hearing set for December 10.

13. Adjournment

Motion to adjourn: Council Member Parker Second: Council Member Wages.

The November 12, 2019 City Council Meeting was adjourned at 7:59 p.m.

Attest: _____
Barbara Bedrick, City Secretary
City of Post Oak Bend

Approved _____
Hank Warden, Mayor,
City of Post Oak Bend