

# MINUTES

Regular City Council  
Meeting City of Post  
Oak Bend, Texas

Date/Time: Tuesday, January 9, 2024, at 7:00 p.m.

Location: City Hall – 1175 CR 278, Kaufman, Texas

Mayor – Mike Parker

Council Member – Tom Rogers

Council Member – Billy McMahan

Council Member – Chris Cox

Council Member – Kara Johnson

Council Member – Alison Novak

City Administrator/City Secretary – Jana Shelton

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## AGENDA ITEMS

1. **Call to Order, Invocation, & Pledges of Allegiance –**

Mayor Parker opened the meeting at 7:00 p.m. Mayor Parker gave the pledge and the Invocation.

2. **Roll Call-**

Council Member Cox and Council Member McMahan were absent. All other Council Members were present.

3. **Citizen Comments - Citizens wishing to address the City Council are requested to sign-in prior to the beginning of the meeting. Three (3) minutes are allowed per speaker on any item related to the City, including items listed on the agenda. Please note: The Texas Open Meetings Act prohibits council members from responding to the speaker regarding items not listed on the agenda**

No citizens appeared to speak to the Council.

4. **Approval of Minutes-**

- Regular Meeting, December 12, 2023

Council Member Rogers made a motion to approve the minutes of December 12, 2023. Council Member Johnson seconded the motion. The motion carried unanimously.

5. **Mayor's Report-**

Mayor Parker commented he has received complaints about citizens burning outdoors and creating a nuisance to others from heavy smoke. The Council will review a samples of an outdoor burning ordinance.

6. **City Administrator Report-**

The City Administrator gave an update regarding the ROW permit and the Infra Fiber Cable company and other items related to the City Administrator's Office. Ms. Shelton's Memo is attached to the Minutes for record.

7. **Financial Report-**

- January 2024.

Ms. Shelton reported the January 2024 Financial Report.

8. **Discuss and consider a Final Plat approval as presented by Chase Colon. The property is generally located at County Road 280, Kaufman County, Texas and includes approximately 40 acres divided into seven lots-**

Mayor Parker reported that he received an email from Mr. Al Nail, a neighbor of the subject property, stating there is several issues related to the approval of the Final Plat. One of the main reasons was the property was located in the flood zone. The Council held discussion. Council Member Rogers made a motion to table this Item for clarity of the issues. Council Member Novak seconded the motion. The motion carried with all Council Members voting unanimously.

9. **Discuss and consider City of Post Oak Bend Attorney needs-**

Council Member Rogers stated he has a recommendation for an attorney. Council Member Rogers stated that Ms. Emily Browlin has experience in Municipal Government. Mayor Parker, Ms. Shelton, and Council Member Rogers had a meeting via telephone with Ms. Browlin. Ms. Browlin will attend the next Council meeting. No action was taken on this item.

10. **Discussion on requesting a Fire Hydrant request from Rose Hill Special Utility District-**

Information was provided by Ms. Shelton, City Administrator, regarding details on requesting a Fire Hydrant. No action on this item.

11. **Discuss and consider ditch cleaning on CR 279, utilities easements-**

The Council held a discussion on several locations that needed attention. A verbal agreement was made several months ago for ditch cleaning with Jimmy Vrzalik. Ms. Shelton will try to contact Mr. Vrzalik. No action was taken on this item.

12. **Discuss and consider implementing an outdoor burning Ordinance and permit-**

Ms. Shelton presented information on a sample Burning Ordinance, The Council discussed implementing an Ordinance. Ms. Shelton will continue to work on an Ordinance for the City.

13. **Discuss and consider items for February agenda-**

- Collon Final Plat
- Burn Ordinance
- Road Repair

14. **Adjournment-**

Council Member Novak made a motion to adjourn at 8:15 p.m. Council Member Rogers seconded the motion. The motion passed unanimously.

*Mike Parker*

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Mike Parker, Mayor

*Jana Dee Shelton*

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Jana Shelton, City Secretary/City Administrator