

MINUTES

Regular City Council
Meeting City of Post Oak
Bend, Texas

Date/Time: Tuesday, March 12, 2024, at 7:00 p.m.
Location: City Hall – 1175 CR 278

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

AGENDA ITEMS

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

Mayor Pro Tem McMahan called the meeting to order at 7:00 p.m. and led the Pledges of Allegiance. Council Member Cox offered the Invocation.

2. **Roll Call-**

Mayor Parker and Council Member Johnson were absent from the meeting. 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, February 13, 2024-

Council Member Cox made a motion to approve the Minutes of February 13, 2024. Council Member Novak seconded the motion. The motion was carried with a unanimous vote.

5. **Mayor's Report-**

Mayor Parker was absent, the City Administrator referred to her update.

6. **City Administrator Report-**

- Attended a meeting with Kaufman County Development Services regarding a proposed RV park in our EYJ.

- Continue to work on the Burn Ordinance and Junk Vehicle Ordinance.
- Updated Building Permit Package.
- Prepared a Proclamation for the 45th Anniversary of the City of Post Oak Bend.
- Met with Country Bible Church to discuss Fire Alarm and Sprinkler requirements.
- Researching Grant information and required reporting.

7. **Financial Report:**

- February 2024-

The City Administrator reviewed the Financial Report with the Mayor Pro Tem and Council.

8. **Update from Nanci Essary, Rose Hill Special Utility District General Manager, on current projects, and to discuss future development-**

Ms. Essary spoke about the Country Bible Church and School (CBC) stating they would not be to provide Fire Flow but have other options for the Church and School. Ms. Essary is currently working with CBC on locations of Fire Hydrants. Ms. Essary asked that the City continue to work closely with Rosehill on future developments.

9. **Discuss and consider estimates for road repairs and ditch cleaning-**

Council Member Rogers presented an estimate from Vrzalik Sand and Gravel, Inc. for Excavation work and ditch cleaning on County Road 279 in the amount of \$38,000.00.

Council Member Cox made a motion to approve the proposal as presented. Council Member Rogers seconded the motion. The motion was carried with all Members voting unanimously.

10. **Discuss and consider amending the City of Post Oak Bend Ordinance 12, regulating Junk Vehicles.**

Council Member Rogers made a motion to table the approval of the Ordinance regulating Outdoor burning. Council Member Cox seconded the motion. The motion passed with all Members voting unanimously.

11. **Discuss and consider accepting the 2024 Certification of Unopposed candidates and issuing an Order of Cancellation for the May 4, 2024, General Election.**

Council Member Rogers made a motion to accept the 2024 Certification of Unopposed Candidates. Council Member Cox seconded the motion. The motion passed unanimously.

12. **Discuss and consider Ordinance No, 031224, an Ordinance of the City of Post Oak Bend regulating Outdoor Burning.**

Council Member Rogers made a motion to table approving Ordinance No 031224A, Council Member Cox seconded the motion. The motion passed with all Members voting unanimously.

13. **Discuss and consider adopting a fee schedule for Fire Inspections.**

Council Member Cox made a motion to approve the Fee Schedule for Fire Inspections.

Council Member Rogers seconded the motion. The motion was carried with a unanimous vote.

14. **Discuss celebrating the City of post Oak Bend 45th Anniversary-**

Discussion was held regarding the event.

15. **Discuss and consider Agenda Items for the next Council meeting.**

- All items that are tabled.
- Road repairs and Culverts
- Anniversary Celebration
- Budget Update

16. **Adjourn-**

A motion to adjourn the meeting was made by Council Member Rogers. Council Member Novak seconded the motion. The motion was passed unanimously.

Mike Parker

Mike Parker, Mayor

ATTEST:

Jana Dee Shelton

Jana Shelton, City Administrator/City Secretary