

MINUTES

Regular City Council
Meeting City of Post
Oak Bend, Texas

Date/Time: Tuesday, July 23, 2024, at 7:00 p.m.
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 Parker called the meeting to order at 7:00 p.m. Council Member Cox led the invocation. Mayor Parker led the pledges.

2. **Roll Call-**

All Council Members were present.

3. **Citizen Comments –**

No citizens appeared to speak.

4. **Approval of Minutes**

• **Regular Meeting, June 11, 2024-**

Council Member Cox made a motion to approve the Minutes of June 11, 2024. Council Member Johnson seconded the motion. The motion passed with a unanimous vote of the Council.

5. **Mayor's Report-**

Mayor Parker deferred to the City Administrator's Report.

6. **City Administrator Report-**

* The Wi-five Internet Antenna height was increased on the roof to receive better reception above the tree lines.

*Ms. Shelton reported she met Rueben Pacheco and his daughter. His

daughter is building a house where their family's mobile home was located at 5772 Klasic K Farm.

*Ms. Shelton worked on budget amendments, reviewing past budgets, and reviewing numbers for the next budget year.

*Attended a meeting for the Transportation/ Kaufman County leaders. We discussed road projects and received a status report from Kaufman County.

*We have received our flag holders along with the flagpole.

7. **Financial Report:**

- **June 2024-**

Ms. Shelton reviewed the June 2024 Financial Report with the Council and received comments.

8. **Discuss and consider Amendments to the PY 2023-2024 Budget. -**

Budget amendments were presented to the Council that included:

- Increase Sales Tax-\$69,300.
- Increase Electric Franchise Fee-24,300
- Expense:
 - Add Drainage Project
 - Increase Legal Fees-\$6,000.

Council Member McMahan made a motion to approve the budget amendments as presented. Council Member Cox seconded the motion. The motion was carried out with a unanimous vote of the Council.

9. **Discuss and consider approval of the Audit Engagement Letter from MCPA, PC-**

Council Member Rogers made a motion to approve the Audit Engagement Letter from MCPA. Council Member McMahan seconded the motion. The Council voted unanimously to approve the motion.

10. **Update on the Ditch/Culvert (Drainage Project) on CR 277.-**

Council Member Rogers reported that Vzralik is getting closer to the final estimate and contract for the Project.

11. **Discuss and consider a road improvement plan indicating future road project-**

No Action was taken on this item. Ms. Shelton is working on the plan.

12. **Update on Open Infra, LLC-**

Council Member Rogers reported that Open Infra, LLC has sent back an executed copy of the acknowledgement of violations. Open Infra has promised to

fix outstanding issues as listed in the agreement. They have also committed to sending a detailed schedule before they begin work in Post Oak Bend.

13. **Discussion on 45th Anniversary Celebration for the City of Pos Oak Bend-**

Discussion on the Celebration was held with the following details:

- Time 11:00 a.m. until 3:00 p.m.
- Contact Volunteers
- Map of location
- Food trucks and vendors

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

- Open Infra LLC
- Drainage Project
- Draft Budget
- Timber Creek-Road Maintenance
- Anniversary Celebration

15. **Adjourn-**

Council Member McMahan made a motion to adjourn the meeting at 7:50 p.m.
Council Member Johnson seconded the motion. The motion carried unanimously.

Date: _____08/13/2024_____

Approved by: Mike Parker

Mayor, Mike Parker

Attest: Jana Dee Shelton

Jana Shelton, City Secretary/City Administrator