

MINUTES

Regular City Council
Meeting City of Post
Oak Bend, Texas

Date/Time: Tuesday, November 12, 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. and led the Pledge of Allegiances. Council Member Cox offered the invocation.

2. **Roll Call-**

Council Member Novak was absent. All the other Council Members were present for the meeting.

3. **Citizen Comments -**

No citizens appeared to speak at the meeting.

4. **Approval of Minutes**

- **Regular Meeting, October 8, 2024-**

Council Member Cox made a motion to approve the Minutes of October 8, 2024. Council Member McMahan seconded the motion. The motion carried with a unanimous vote of the Council.

5. **Mayor's Report-**

Mayor Parker referred to the City Administrator's update.

6. **Discuss a Proclamation for City Volunteers-**

A Proclamation example for City volunteers was presented to the Council. The Council will advise the City Secretary of names to be recognized on the Proclamation for the next meeting.

7. **City Administrator Report-**

- We are on the last Audit that will bring us up to date. The report should be available on the first of next year.
- We currently have two variance requests. They are both from citizen, Rueben Pacheco. The first Public Hearing will be presented on the home being built at 5772 Klassic K Farm.
- The second variance request from Mr. Pacheco is for a proposed location at the corner of County Road 278 and Klassic K Road. Mr. Pacheco is developing five lots on 7.46 Acres. Each lot will be over an acre. This property is within the City limits. Mr Pacheco will present a concept plan and ask for a variance at our Council meeting in December.
- A workshop was held on October 22, 2024. The Committee discussed City streets within the city limits. Mayor Parker and Council Member Rogers reviewed the list for the length of roads, materials and needed repair. More information will be presented at the Council meeting.

8. **Financial Report:**

- **October 2024-**

The City Secretary reviewed the Financial Report of October 2024 with the Council.

9. **Public Hearing: on a Variance request by Ruben Pacheco to allow 35' Road Frontage on a Single-Family Lot. The property is located at 5772 Klassic K Road, Kaufman, Texas-**

The Public Hearing was open at 7:18 p.m. No citizens appeared to speak at the public Hearing.

10. **Discuss and consider a Variance request by Ruben Pacheco to allow 35' Road Frontage on a Single-Family Lot. The property is located at 5772 Klassic K Road, Kaufman, Texas-**

The Council discussed the request and decided that a variance was not needed. The road frontage length was adequate if Mr. Pacheco shows an easement for the driveway. No action was taken on this matter.

11. **Discuss and consider a rental form/policy for renting City Hall-**

No action was taken on this matter.

12. **Discuss and consider requesting a streetlight at Klassic K Road and CR 278-**

Council Member Cox made a motion to pursue getting a light installed at the corner of Klassic K Road and CR 278. Council member Rogers seconded the motion. The motion carried with a unanimous vote of the Council.

13. **Discuss the Drainage Project: Culvert replacement and Ditch Cleaning on County Road 279-**

Council Member Rogers gave an update on the progress of the Drainage Project. The City Attorney has sent out notifications to all utility companies that will be affected. Drawings are being prepared for the project and will be submitted to the Council for approval.

14. **Discuss the workshop held on the Road Maintenance Plan-**

The Road Maintenance Committee held a workshop. Mayor Parker and Council Member Rogers reviewed a list of City streets. They reviewed strength length and materials that were needed for repairs. Council Member Rogers also gave estimates on concrete repair. Once all roads are reviewed, a priority list will be created. Meadow Lane needs repair and will be listed as a priority with repairs to be done soon.

15. **Discuss the City's Website-**

Council Member Cox continues to work on a new website for the City that is more manageable.

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

- Update on City Website
- Road Maintenance Plan
- Update on the Drainage Project
- Street Light Cost
- City Hall Rental Policy
- Volunteer Proclamation
- Public Hearing – Pacheco Variance

17. **Adjourn-**

Council Member Cox made a motion to adjourn at 8:00 p.m. Council Member Rogers seconded the motion. The motion was passed with a unanimous vote of the Council.

Approved By:

Mayor, Mike Parker

Attest:

City Secretary, Jana Shelton

Jana Dee Shelton, City Secretary/City Administrator

