



# **ADMINISTRATIVE STAFF & COUNCIL MEETING AGENDA PREP OUTLINE**

**DECEMBER 7, 2010**

**9:00 AM**

## **REPORTING & DISCUSSION ITEMS OUTLINE**

1. **CROSSROADS NEWSLETTER** – 1<sup>st</sup> quarter 2011 – Editor Jeanie Burch
2. **TOWN ATTORNEY QUESTION AND ANSWER SESSION** - Attorney David Berman
3. **TOWN ENGINEER'S REPORT** – Town Engineer Jason Pool
4. **MAYOR & COMMITTEE CHAIR UPDATE**
5. **ADMINISTRATIVE & DEVELOPMENT ACTIVITY UPDATE** – Town Secretary K. Ritchie
6. **MUNICIPAL COURT & CODE ENFORCEMENT UPDATE** – Court Clerk J. Moudy
7. **BUILDING & OPEN RECORDS UPDATE** – Administrative Assistant J. Moudy
8. **REVIEW AND DISCUSS NEXT COUNCIL MEETING AGENDA** – Mayor R. Schraeder

### **TIME AND DATE OF NEXT MEETINGS**

Park Board Committee Meeting – Tuesday, December meeting cancelled

Comprehensive Planning Committee Meeting – December meeting cancelled

Road Repairs Committee Meeting - Thursday, December 16<sup>th</sup>, 2010

Rescheduled Planning & Zoning Commission Meeting & Public Hearing followed by Town Council

Public Meeting and Regularly scheduled meeting – Monday, December 20<sup>th</sup>, 7:00 pm

**A QUORUM OF COUNCIL MEMBERS MAY OR MAY NOT BE PRESENT. NO ACTION BY THE TOWN COUNCIL WILL BE TAKEN AT THIS MEETING.**

I, the undersigned authority, do hereby certify that his Public Meeting Notice was posted on the official bulletin board, at the Town Hall of the Town of Cross Roads, Texas. As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed executive session for seeking confidential legal advice from the Town Attorney on any agenda item listed herein. This facility is wheelchair accessible and accessible parking spaces are available. For requests, please contact Town Hall at (940) 365-9693.

**POSTED December 3, 2010, 4:00 PM, BY K. M. RITCHIE**