



**APRIL 1, 2013 3:00 PM
ADMINISTRATIVE STAFF MEETING
REPORTING & DISCUSSION ITEMS OUTLINE**

1. 3:00 PM – APRIL NEWSLETTER EDITORIAL SESSION – Editor Jeanie Burch
2. 3:15 PM – MAYOR ANNOUNCEMENTS – Mayor Steve Smith
3. 3:20 PM – ADMINISTRATIVE UPDATE – Town Administrator Katherine M. Ritchie & Town Secretary Shannon DePrater
4. 3:25 PM – BUILDING & OPEN RECORDS UPDATE – Deputy Town Secretary – Becky Ross
5. 3:30 PM – MUNICIPAL COURT & CODE ENFORCEMENT UPDATE – Code Enforcement Officer Mike Carroll
6. 3:35 PM – TOWN ENGINEER'S UPDATE – Town Engineer Jason Pool
7. 3:45 PM – MAYOR, COMMISSIONS, COMMITTEES, BOARDS AND TASKFORCES UPDATES
 - A. Technology & Communications Strategy
 - B. Tree Ordinance Review – Bruce Birdsong
 - C. Sign Ordinance
 - D. Mission / Vision Statement
 - E. General Funds Distribution
8. 4:00 PM – LAW ENFORCEMENT DISCUSSION
9. 4:30 PM – MDD PROJECTS DISCUSSION
10. 4:45 PM – TOWN ATTORNEY QUESTION AND ANSWER SESSION - Attorney David Berman
 - A. Business Uses Discussion

TIME AND DATE OF NEXT MEETINGS

- Economic Development Committee Meeting – Monday, April 1, 2013, 7:00 PM, Council Chamber
- Planning & Zoning Commission Meeting – Tuesday, April 2, 2013, 3:00 PM, 7:00 PM Council Chamber
- Park Board Meeting – Tuesday, April 9, 2013, 7:00 PM, Council Chamber
- Road Repair Committee Meeting – Thursday, April 11, 2013 7:00 PM, Council Chamber
- Community Yard Sale – Saturday, April 13, 2013, 9:00 AM, Town Park
- Town Council Meeting – Monday, April 15, 2013, 7:00 PM, Council Chamber
- Comprehensive Planning Meeting – Wednesday, April 17, 2013 7:00 PM, Council Chamber
- Volunteer Road Cleanup – Saturday, April 20, 2013 9:00 AM Meet at Town Hall
- Administrative Staff Meeting – Monday, May 6, 2013, 3:00 PM, Council Chamber

A QUORUM OF COUNCIL MEMBERS MAY OR MAY NOT BE PRESENT. NO ACTION BY THE TOWN COUNCIL WILL BE TAKEN AT THIS MEETING. TIMES LISTED FOR EACH TOPIC ARE ONLY ESTIMATES AND WILL VARY.

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.