



**NOTICE OF ADMINISTRATIVE STAFF MEETING  
FOR THE TOWN OF CROSS ROADS  
LOCATION: 1401 FM 424, CROSS ROADS, TEXAS  
Monday, August 5, 2013 at 3:00 P.M.**

**REPORTING & DISCUSSION ITEMS**

1. 3:00 PM – MAYOR ANNOUNCEMENTS – Mayor Steve Smith
2. 3:05 PM – ADMINISTRATIVE UPDATES – Town Administrator Katherine M. Ritchie & Town Secretary Shannon DePrater
3. 3:10 PM – BUILDING & OPEN RECORDS UPDATE – Deputy Town Secretary Becky Ross
4. 3:15 PM – MUNICIPAL COURT & CODE ENFORCEMENT UPDATE – Code Enforcement Officer Mike Carroll
5. 3:30 PM – TOWN ENGINEER'S UPDATE – Town Engineer Jason Pool
6. 3:45 PM – MAYOR, COMMISSIONS, COMMITTEES, BOARDS AND TASKFORCES UPDATES
  - Lovett Commercial Tract Electrical Line
  - Budget Items – Workshop prior to August meeting
7. 4:00 PM – COMMITTEES DISCUSSION
  - Committee Reports during Council meetings
  - Planning & Zoning Commission Alternate
  - MDD Board/ EDC Committee – keep separate or consolidate
  - MDD Possible Board Directors Updates
  - Focus / Direction of Committees
  - Committee Members / Chairpersons
8. 4:15 PM – LAW ENFORCEMENT OPTIONS UPDATE AND DISCUSSION
9. 4:30 PM – OAK GROVE ANNEXATION PLAN AND DEVELOPERS AGREEMENT
10. 4:45 PM – RESTAURANT SMOKING BAN DISCUSSION – Council member Birdsong
11. 4:50 PM – TOWN HALL BUILDING ADDITION – Council member Birdsong
12. 4:55 PM – SET NEXT MEETING DATE – First Monday of September is Labor Day
  - Tuesday, September 3, 2013 at 3PM
  - Monday, September 9, 2013 at 3PM
13. 5:00 PM - ADJOURN

**TIME AND DATE OF NEXT MEETINGS**

*All scheduled meetings are held in the Council Chambers. All citizens are invited to participate; schedule may change.*

- Special Town Council Meeting – Monday, August 5, 2013 at 7:00 P
- Planning & Zoning Commission Meeting – Tuesday, August 6, 2013 at 7:00 PM
- Park Board Committee Meeting – Tuesday, August 13, 2013 at 7:00 PM
- Comprehensive Planning Meeting Wednesday, August 14, 2013 at 7:00 PM
- Town Council Meeting – Monday, August 19, 2013 at 7:00 PM

**A QUORUM OF COUNCIL MEMBERS MAY 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.**

**CERTIFICATION**

I, the undersigned authority, do hereby certify that this Public Meeting Notice was posted on the official bulletin board at the Town Hall of the Town of Cross Roads, Texas on Friday, August 2, 2013 by 3:00 p.m., in accordance with Chapter 551, Texas Government Code.

This facility is wheelchair accessible and accessible parking spaces are available. For requests, please contact Town Hall at 940-365-9693. Reasonable accommodations will be made to assist your needs. This facility is wheelchair accessible and accessible parking spaces are available.

  
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Shannon DePrater, TRMC  
Town Secretary

I certify that the attached notice and agenda of items to be considered by the Town Council of the Town of Cross Roads was removed by me from the front window of the Town of Cross Roads Town Hall, 1401 FM 424, Cross Roads, Texas, on the \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_, Title: \_\_\_\_\_