



**MARCH 4, 2013 3:00 PM
ADMINISTRATIVE STAFF MEETING
REPORTING & DISCUSSION ITEMS OUTLINE**

1. 3:00 PM - MAYOR ANNOUNCEMENTS – Mayor Steve Smith
2. 3:05 PM - ADMINISTRATIVE UPDATE – Town Administrator Katherine M. Ritchie
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. 3:20 PM - TOWN ENGINEER'S UPDATE – Town Engineer Jason Pool
6. 3:30 PM – MAYOR, COMMISSIONS, COMMITTEES, BOARDS AND TASKFORCES UPDATES
 - A. Technology & Communications Strategy
 - B. Tree & Sign Ordinance assessment
 - C. Mission / Vision Statement
 - D. MDD Election
 - E. Chandler Sign Report (CVS Site)
 - F. General Funds Distribution
7. 3:45 PM – 2014 REVENUES AND FINANCIAL DISCUSSION
8. 4:30 PM – LARGE CAPTIAL IMPROVEMENT PROJECTS DISCUSSION
9. 4:40 PM – TOWN ATTORNEY QUESTION AND ANSWER SESSION - Attorney David Berman

TIME AND DATE OF NEXT MEETINGS

Economic Development Committee Meeting – Monday, March 4, 2013, 7:00 PM, Council Chamber
Planning & Zoning Commission Meeting – Tuesday, March 5, 2013, 3:00 PM, 7:00 PM Council Chamber
Park Board Meeting – Tuesday, March 12, 2013, 7:00 PM, Council Chamber
Comprehensive Planning Meeting – Wednesday, March 13, 2013 7:00 PM, Council Chamber
Road Repair Committee Meeting – Thursday, March 14, 2013 7:00 PM, Council Chamber
Council Workshop March 18, 2013 – 6:00 PM Council Chambers
Wildflower Seminar March 16, 2013 – 8:30 AM Council Chambers
Town Council Meeting – Monday, March 18, 2013, 7:00 PM, Council Chamber
Multi City Council Workshop Meeting – Saturday, March 23, 2013 8:30 AM Aubrey Library
Administrative Staff Meeting – Monday, April 1, 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.
