



**NOTICE OF ADMINISTRATIVE STAFF MEETING
FOR THE TOWN OF CROSS ROADS
LOCATION: 1401 FM 424, CROSS ROADS, TEXAS
Monday, May 6, 2013 at 3:00 P.M.**

REPORTING & DISCUSSION ITEMS

1. 3:00 PM – MAYOR ANNOUNCEMENTS – Mayor Steve Smith
2. 3:10 PM – ADMINISTRATIVE UPDATE – Town Administrator Katherine M. Ritchie & Town Secretary Shannon DePrater
3. 3:15 PM – BUILDING & OPEN RECORDS UPDATE – Deputy Town Secretary Becky Ross
4. 3:20 PM – MUNICIPAL COURT & CODE ENFORCEMENT UPDATE – Code Enforcement Officer Mike Carroll
5. 3:30 PM – TOWN ENGINEER'S UPDATE – Town Engineer Jason Pool
6. 3:40 PM – MAYOR, COMMISSIONS, COMMITTEES, BOARDS AND TASKFORCES UPDATES
 - Technology & Communications Strategy
 - Tree Ordinance Review – Bruce Birdsong
 - Sign Ordinance
 - Mission / Vision Statement
 - General Funds Distribution
7. 3:50 PM – LITTLE FREE LIBRARIES
8. 4:00 PM – MDD PROJECTS DISCUSSION
9. 4:15 PM – LAW ENFORCEMENT DISCUSSION
10. 4:30 PM – COSERV ELECTRIC IMPROVEMENT PROJECT AT LOVETT DEVELOPMENT – Town Engineer Jason Pool
11. 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, May 6, 2013 at 7:00 PM, Council Chambers
- Planning & Zoning Commission Meeting – Tuesday, May 7, 2013 at 7:00 PM Council Chambers
- Election Day - May 11, 2013 from 7:00 a.m. to 7:00 p.m., Steven Copeland Government Center
- Park Board Meeting – Tuesday, May 14, 2013 at 7:00 PM, Council Chambers
- Canvass Election – Monday, May 20, 2013 at 12:00 PM, Council Chambers
- Town Council Meeting – Monday, May 20, 2013 at 7:00 PM, Council Chambers
- Comprehensive Planning Meeting – Wednesday, May 22, 2013 at 7:00 PM, Council Chambers
- Administrative Staff Meeting – Monday, June 3, 2013 at 3:00 PM, Council Chambers

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.

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, May 3, 2013 by 6:00 p.m., in accordance with Chapter 551, Texas Government Code.

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. Reasonable accommodations will be made to assist your needs. This facility is wheelchair accessible and accessible parking spaces are available.

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: _____