



**MINUTES OF WORKSHOP AND REGULAR SESSION  
TOWN COUNCIL MEETING  
FOR THE TOWN OF CROSS ROADS  
LOCATION: 1401 FM 424, CROSS ROADS, TX 76227  
Monday, NOVEMBER 17, 2014  
WORKSHOP SESSION – 6:00 P.M.  
REGULAR SESSION – 7:00 PM**

Call to Order

**WORK SESSION - 6:00 P.M.**

1. Discussion of agenda items posted for consideration on the Regular Session Agenda for November 17, 2014.

Mayor Smith and Council discussed posted agenda items.

*Mayor Smith called a short recess.*

**CONVENE INTO REGULAR SESSION – START TIME 7:06 P.M.**

2. Roll Call

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
Steve Smith	Mayor	Present
Bruce Birdsong	Council member	Present
Larry Fisher	Council member	Present
Alan Hauf	Council member	Present
Wally Kille	Council member	Present
Tony Russo	Council member	Present

3. Mayor's Announcements and Updates
  - Commercial / Residential Development

Mayor Smith gave an update and addressed questions of his update; discussion only, no action taken.

4. Council members' Announcements and Updates

No Council announcements or updates were given.

5. Commission and Committees Announcements and Updates

Committee Chairs or their representative, updated Council regarding their last meeting and addressed questions; discussion only, no action taken.

6. Citizens Input for Items ON the Agenda

*Complete a Citizens Input form, and hand it to the Town Secretary. Please limit your comments to three minutes in duration and you are restricted from passing your time or any portion of unused minutes on to another citizen for comment.*

No Citizens input.

7. Citizen Input for items NOT on the agenda

*Complete a Citizens Input form, and hand it to the Town Secretary. Please limit your comments to three minutes in duration and you are restricted from passing your time or any portion of unused minutes on to another citizen for comment. Action on your statement may only be taken at a future meeting.*

No Citizens input.

8. Consider and take appropriate action regarding the October 20, 2014 Town Council Meeting Minutes.

Motion made by Council member Fisher, seconded by Council member Birdsong, to approve the October 20, 2014 Town Council Meeting Minutes as presented. Motion carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Larry Fisher, Council member
<b>SECONDER:</b>	Bruce Birdsong, Council member
<b>AYES:</b>	Birdsong, Fisher, Hauf, Kille, Russo

9. Consider and take appropriate action regarding the October 2014 Financial Report.

Motion made by Council member Russo, seconded by Council member Hauf, to approve the October 2014 Financial Report as presented. Motion carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Tony Russo, Council member
<b>SECONDER:</b>	Alan Hauf, Council member
<b>AYES:</b>	Birdsong, Fisher, Hauf, Kille, Russo

*Mayor Smith convened into Public Hearing at 7:28 p.m.*

**CONVENE INTO PUBLIC HEARING**

10. Conduct a Public Hearing to hear Public Input regarding a proposed Zoning Change from Residential to Commercial C-2; subject property being 7700 East US Highway 380, Cross Roads, Texas.

No Citizens input.

11. Conduct a Public Hearing to hear Public Input regarding a proposed Replat to divide four (4) existing lots into three (3) platted lots; subject property being Forest Hills Block B, Lot 1, Lot 2, Lot 3 and Lot 4, Cross Roads, Texas.

No Citizens input.

*Mayor Smith reconvened into Regular Session at 7:28 p.m.*

**RECONVENE INTO REGULAR SESSION**

12. Consider and take appropriate action regarding an Ordinance of the Town of Cross Roads approving a proposed Zoning Change from Residential to Commercial C-2; subject property being 7700 East US Highway 380, Cross Roads, Texas.

Motion made by Council member Fisher, seconded by Council member Kille, to approve an Ordinance approving a Zoning Change from Residential to Commercial C-2; subject property being 7700 East US Highway 380, Cross Roads, Texas. Motion carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Larry Fisher, Council member
<b>SECONDER:</b>	Wally Kille, Council member
<b>AYES:</b>	Birdsong, Fisher, Hauf, Kille, Russo

13. Consider and take appropriate action regarding Replat Application #2014-1006-01RP to divide four (4) existing lots into three (3) platted lots; subject property being Forest Hills Block B, Lot 1, Lot 2, Lot 3 and Lot 4, Cross Roads, Texas.

Motion made by Council member Fisher, seconded by Council member Birdsong, to approve Replat Application #2014-1006-01RP to divide four (4) existing lots into three (3) platted lots; subject property being Forest Hills Block B, Lot 1, Lot 2, Lot 3 and Lot 4, Cross Roads, Texas. Motion carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Larry Fisher, Council member
<b>SECONDER:</b>	Bruce Birdsong, Council member
<b>AYES:</b>	Birdsong, Fisher, Hauf, Kille, Russo

14. Consider and take appropriate action regarding Technical Site Plan Application #2014-0414-02Site; subject property being Amy's Place, Lot 7 (KJ Environmental, Inc. Headquarters), Cross Roads, Texas.

Motion made by Council member Kille, seconded by Council member Fisher, to approve Technical Site Plan Application #2014-0414-02Site; subject property being Amy's Place, Lot 7 (KJ Environmental, Inc. Headquarters), Cross Roads, Texas. Motion carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Wally Kille, Council member
<b>SECONDER:</b>	Larry Fisher, Council member
<b>AYES:</b>	Birdsong, Fisher, Hauf, Kille, Russo

15. Consider and take appropriate action regarding Landscape Plan Application #2014-0414-02LS; subject property being Amy's Place, Lot 7 (KJ Environmental, Inc. Headquarters), Cross Roads, Texas.

Motion made by Council member Fisher, seconded by Council member Kille, to approve Landscape Plan Application #2014-0414-02LS; subject property being Amy's Place, Lot 7 (KJ Environmental, Inc. Headquarters), Cross Roads, Texas. Motion carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Larry Fisher, Council member
<b>SECONDER:</b>	Wally Kille, Council member
<b>AYES:</b>	Birdsong, Fisher, Hauf, Kille, Russo

16. Consider and take appropriate action regarding Civil Plans Application #2014-0414-02CP; subject property being Amy's Place, Lot 7 (KJ Environmental, Inc. Headquarters), Cross Roads, Texas.

Motion made by Council member Birdsong, seconded by Council member Hauf, to approve Civil Plans Application #2014-0414-02CP; subject property being Amy's Place, Lot 7 (KJ Environmental, Inc. Headquarters), Cross Roads, Texas. Motion carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Bruce Birdsong, Council member
<b>SECONDER:</b>	Alan Hauf, Council member
<b>AYES:</b>	Birdsong, Fisher, Hauf, Kille, Russo

17. Consider and take appropriate action regarding Building Permit Application #2014-0514-01COM; subject property being Amy's Place, Lot 7 (KJ Environmental, Inc. Headquarters), Cross Roads, Texas.

Motion made by Council member Fisher, seconded by Council member Kille, to approve Building Permit Application #2014-0514-01COM with the stipulation of completion and approval of Building Official's comments. Motion carried unanimously.

**RESULT:** APPROVED WITH STIPULATIONS [UNANIMOUS]  
**MOVER:** Larry Fisher, Council member  
**SECONDER:** Wally Kille, Council member  
**AYES:** Birdsong, Fisher, Hauf, Kille, Russo

18. Consider and take appropriate action regarding Building Permit Application #2014-0821-01COM; subject property being located near Highway 380 and Naylor Road (Chicken Express), Cross Roads, Texas.

Motion made by Council member Kille, seconded by Council member Fisher, to approve Building Permit Application #2014-0821-01COM with the stipulation of the Building Official's comments being met and approved. Motion carried unanimously.

**RESULT:** APPROVED WITH STIPULATIONS [UNANIMOUS]  
**MOVER:** Wally Kille, Council member  
**SECONDER:** Larry Fisher, Council member  
**AYES:** Birdsong, Fisher, Hauf, Kille, Russo

19. Consider and take appropriate action regarding Preliminary Plat Application #2014-0904-01PP; subject property being 7700 US Highway 380 (Big Tex Retail), Cross Roads, Texas.

Motion made by Council member Russo, seconded by Council member Fisher, to approve Preliminary Plat Application #2014-0904-01PP. Motion carried unanimously.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Tony Russo, Council member  
**SECONDER:** Larry Fisher, Council member  
**AYES:** Birdsong, Fisher, Hauf, Kille, Russo

20. Consider and take appropriate action regarding an Ordinance Canvassing the November 4, 2014 Special Election.

Motion made by Council member Kille, seconded by Council member Birdsong, to approve an Ordinance Canvassing the November 4, 2014 Special Election. Motion carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Wally Kille, Council member
<b>SECONDER:</b>	Bruce Birdsong, Council member
<b>AYES:</b>	Birdsong, Fisher, Hauf, Kille, Russo

21. Consider and take appropriate action regarding an Ordinance amending Section 6.04.002 "Duty to maintain property" of the Town of Cross Roads Code of Ordinances.

Motion made by Council member Fisher, seconded by Council member Kille, to approve an Ordinance amending Section 6.04.002 "Duty to maintain property" of the Town of Cross Roads Code of Ordinances. Motion carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Larry Fisher, Council member
<b>SECONDER:</b>	Wally Kille, Council member
<b>AYES:</b>	Birdsong, Fisher, Hauf, Kille, Russo

22. Consider and take appropriate action regarding an Ordinance amending Subsection (6) of Section 4.05.008(f) "Wall signs" of the Town of Cross Roads Code of Ordinances.

Motion made by Council member Hauf, seconded by Council member Birdsong, to approve an Ordinance amending Ordinance amending Subsection (6) of Section 4.05.008(f) "Wall signs" of the Town of Cross Roads Code of Ordinances to include, "allowed up to a minimum of 36 square feet of signage,"

Council member Birdsong amended the motion to include. "With a maximum letter height of 28 inches." Council member Hauf agreed with the amendment.

Subsection (6) of Section 4.05.008(f) "Wall signs" of the Town of Cross Roads Code of Ordinances now reads:

(f) Wall signs.

6. Maximum number: Single-tenant structure five per structure, but the total of combined signs count toward the maximum allowed square feet. A multi-tenant building shall be allowed one (1) square foot of signage per width of tenant's display frontage, with each business **allowed up to a minimum of 36 square feet of signage**, up to a maximum of 160 square feet, **with a maximum letter height of 28 inches**. A tenant of a Multi-tenant building, occupying a suite that has more than one display frontage may have up to 2 signs. If there are multiple rear entrance's into a building, each tenant may place a 2 square foot sign above or on the door to identify the tenant.

Both the original motion and amendment carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Alan Hauf, Council member
<b>SECONDER:</b>	Bruce Birdsong, Council member
<b>AYES:</b>	Birdsong, Fisher, Hauf, Kille, Russo

*Mayor Smith announced that items 23 and 24 would be discussed in Executive Session and action, if any, will be taken after reconvening into Regular Session.*

25. Consider and take appropriate action regarding the reappointment of Town Service Contractors:
- Building and Inspection Official Rodney Patterson
  - Code Enforcement Officer Mike Carroll
  - Fire Marshall Brian Gilmore
  - Sanitarian Tom Bailey
  - Town Engineer Jason Pool

Motion made by Council member Fisher, seconded by Council member Birdsong, to approve the reappointment of Town Service Contractors through the end of Fiscal Year 2016. Motion carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Larry Fisher, Council member
<b>SECONDER:</b>	Bruce Birdsong, Council member
<b>AYES:</b>	Birdsong, Fisher, Hauf, Kille, Russo

26. Consider and take appropriate action regarding the proposed changes to the Town of Cross Roads' Personnel Manual.

Motion made by Council member Fisher, seconded by Council member Kille, to approve the proposed changes to the Town of Cross Roads' Personnel Manual. Motion carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Larry Fisher, Council member
<b>SECONDER:</b>	Wally Kille, Council member
<b>AYES:</b>	Birdsong, Fisher, Hauf, Kille, Russo

27. Consider and take appropriate action regarding the Dedication of the United States Flag and the State of Texas Flag flown at Town Hall to the family of Officer Johnnie Jones.

Motion made by Council member Russo, seconded by Council member Kille, to approve the dedication of the United States Flag and the State of Texas Flag flown at Town Hall to the family of Officer Johnnie Jones. Motion carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Tony Russo, Council member
<b>SECONDER:</b>	Wally Kille, Council member
<b>AYES:</b>	Birdsong, Fisher, Hauf, Kille, Russo

## 28. Town Council requests for future agenda items

*No Town Council deliberation or discussion may take place during this agenda item.*

No requests made.

*Mayor Smith convened into Executive Session at 7:58 p.m.*

**CONVENE INTO EXECUTIVE SESSION**

29. Pursuant to Texas Government Code, Section 551.071 (Consultation with Town Attorney) the Town Council will convene in executive session to consult with its Town Attorney "on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts" with the Act:

- (1) Discussion of laws and procedures associated with Annexations within the Town's Extraterritorial Jurisdiction.

*Mayor Smith reconvened into Regular Session at 9:33 p.m.*

**RECONVENE INTO REGULAR SESSION**

23. Consider and take appropriate action regarding a Resolution of the Town of Cross Roads approving an Interlocal Agreement Fire Protection Services with the City of Aubrey.

Motion made by Council member Birdsong, seconded by Council member Kille, to approve and authorize the Mayor to sign the Interlocal Agreement for Fire Protection Services with the City of Aubrey, subject to Town Attorney approval. Motion carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Bruce Birdsong, Council member
<b>SECONDER:</b>	Wally Kille, Council member
<b>AYES:</b>	Birdsong, Fisher, Hauf, Kille, Russo

24. Consider and take appropriate action regarding a Resolution of the Town of Cross Roads approving an Interlocal Agreement for Library Services with the City of Aubrey.

Motion made by Council member Kille, seconded by Council member Birdsong, to approve a Resolution of the Town of Cross Roads approving an Interlocal Agreement for Library Services with the City of Aubrey. Motion carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Wally Kille, Council member
<b>SECONDER:</b>	Bruce Birdsong, Council member
<b>AYES:</b>	Birdsong, Fisher, Hauf, Kille, Russo

30. Consider and take appropriate action regarding matters discussed in Executive Session.

No Action Taken.

31. Future meetings and events:

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

- **CANCELLED** - NEPD Commission Meeting – Thursday, November 20, 2014
- **OFFICES CLOSED** – Thursday, November 27 – Friday, November 28, 2014 in observance of Thanksgiving
- Administrative Staff Meeting – Monday, December 1, 2014 at 3:00 p.m.
- Municipal Development District Meeting – Monday, December 1, 2014 at 7:00 p.m.
- Planning & Zoning Commission Meeting – Monday, December 1, 2014 at 7:00 p.m.
- Park Board Committee Meeting – Tuesday, December 9, 2014 at 7:00 p.m.
- Comprehensive Planning Committee Meeting – Wednesday, December 10, 2014 at 7:00 p.m.
- Town Council Meeting – Monday, December 15, 2014 at 7:00 p.m.
- Northeast Police Department Commission Meeting – Thursday, December 18, 2014 at 7:00 p.m.
- **OFFICES CLOSED** – Wednesday, December 24 – Friday, December 26, 2014 in observance of the Christmas Holiday
- **OFFICES CLOSED** – Thursday, January 1, 2015 in observance of the New Year's Holiday

Mayor Smith listed the future events and meeting dates.

Adjourn

Motion made by Council member Kille, seconded by Council member Birdsong, to adjourn. Meeting adjourned at 9:37 p.m.

  
Shannon DePrater, TRMC,

Town Secretary  
Town of Cross Roads, Texas

  
Steve Smith, Mayor  
Town of Cross Roads, Texas

