



ADMINISTRATIVE STAFF MEETING OUTLINE

SEPTEMBER 6, 2011

9:00 AM

REPORTING & DISCUSSION ITEMS OUTLINE

- 1. CROSS ROADS TIMES NEWSLETTER 4th QUARTER 2011 EDITORIAL SESSION – Editor Jeanie Burch**
- 2. TOWN ATTORNEY QUESTION AND ANSWER SESSION - Attorney David Berman**
- 3. TOWN ENGINEER'S UPDATE – Town Engineer Jason Pool**
- 4. TOWN SURVEY – Update Wes Moore**
- 5. MAYOR & COMMITTEE CHAIR REPORTS**
- 6. COMMISSIONS, COMMITTEES, BOARDS, AND TASKFORCE RE-APPOINTMENTS**
- 7. ADMINISTRATIVE & DEVELOPMENT ACTIVITY UPDATE – Town Secretary K. Ritchie**
- 8. MUNICIPAL COURT & CODE ENFORCEMENT UPDATE – Code Officer Mike Carroll**
 - A. BUILDING & OPEN RECORDS UPDATE – Building Clerk - J. Moudy**
 - B. REVIEW AND DISCUSS NEXT COUNCIL MEETING AGENDA – Mayor R. Schraeder**

TIME AND DATE OF NEXT MEETINGS

Economic Development Meeting – Monday, September 12, 2011
Park Board Committee Meeting – Tuesday, September 13, 2011
Comprehensive Planning Meeting – Wednesday, September 14, 2011
Road Repair Committee Meeting – Thursday, September 15, 2011
Council Meeting - Monday, September 19, 2011
Planning & Zoning Commission Meeting – Tuesday, September 27, 2011
Staff Meeting – Tuesday, October 4, 2011
Municipal Court – Tuesday, October 4, 2011

A QUORUM OF COUNCIL MEMBERS MAY OR MAY NOT BE PRESENT. NO ACTION BY THE TOWN COUNCIL WILL BE TAKEN AT THIS MEETING.

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.

POSTED September 2, 2011, 4:00 PM, BY K. M. RITCHIE