

NOTICE OF A WORKSHOP/SPECIAL MEETING

NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF ANAHUAC, CHAMBERS COUNTY, TEXAS, WILL MEET IN A WORKSHOP AND SPECIAL MEETING OPEN TO THE PUBLIC AS FOLLOWS:

DATE: Thursday, October 20, 2011

TIME: 6:00 p.m.

PLACE: Anahuac City Hall
501 Miller Street
Anahuac, Texas 77514

PURPOSE: Workshop and Special Meeting

Invocation

Pledge of Allegiance to the American Flag and to the Texas Flag

WORKSHOP AGENDA

CALL TO ORDER

Agenda as follows:

1. Discussion and possible action on request by Tammy Hale to block the roads for the Veterans Day Parade; the parade will start on Willcox & Texas Avenue, Left on Miller, Left on South Main and finally ending at the American Legion Hall.
2. Discussion and review of the fiscal year 2010-2011 Municipal Court activity.
3. Discussion and possible action on the Municipal Judge's duties and compensation.
4. Discussion and Consideration of possible action on proposed changes to Anahuac Volunteer Fire Department amending the agreement between Anahuac Volunteer Fire Department and the City of Anahuac.
5. Discussion and possible action to recent legislation changes to the qualifications for the city Fire Marshal.
6. Discussion and possible action on deciding on setting date for a workshop to address various codes and ordinances to include but not limited to:
 - a. Utility service termination dates
 - b. Golf Cart ordinances
 - c. Municipal court
 - d. Personal Time Off (PTO) to replace the various time accrued for sick, vacation and personal time off
 - e. Non-utilized city real estate
 - f. Revising probation period for new hire employees
 - g. RFP for contractors for on going city service.
7. Discussion and Possible consideration of solid waste service to increase rates.
8. Discussion and possible action on a contract for new water meters.

9. Discussion and possible action on accounts payable process.
10. Discussion and possible action on granting the City Administrator permission to seek a RFP for new outside auditing firm.
11. Discussion and possible action on granting the City Administrator permission to seek a RFP for new outside bookkeeping firm or software.
13. Discussion and possible action on giving the City Secretary, Heather N. Waller Spann signature authority on the City of Anahuac bank accounts.
14. Discussion and possible action on accounts payable.
15. Discussion and possible action on the Bookkeepers Report from August 2011.
16. Consideration and possible action on the minutes of:
 - a. Special Meeting held on August 18, 2011
 - b. Special Meeting held on September 8, 2011
 - c. Special Meeting held on September 12, 2011
 - b. Special Meeting held on September 19, 2011
 - c. Special Meeting held on September 27, 2011
 - d. Public Hearing held on October 3, 2011
 - e. Public Hearing and Special Meeting held on October 6, 2011

17. Reports

Constable	Mayor Hawthorne
Code Enforcement	Councilman Whitley
Public Works	Councilwoman Palmer
Utility Billing	Councilman Anderson
Municipal Court	Councilwoman Sanders
City Administrator	Councilman Thompson

18. Adjournment

SPECIAL MEETING

CALL TO ORDER

Agenda as follows:

1. Comments from Audience - Speakers must sign in with the City Secretary to speak. There is a 3 minute time limit. At this time, any person with business before the Council not scheduled on the agenda may speak to Council. No formal action can be taken on these items at this meeting.
2. Discussion and possible action on request by Tammy Hale to block the roads for the Veterans Day Parade; the parade will start on Willcox & Texas Avenue, Left on Miller, Left on South Main and finally ending at the American Legion Hall.
3. Discussion and review of the fiscal year 2010-2011 Municipal Court activity.
4. Discussion and possible action on the Municipal Judge's duties and compensation.

5. Discussion and Consideration of possible action on proposed changes to Anahuac Volunteer Fire Department amending the agreement between Anahuac Volunteer Fire Department and the City of Anahuac.

6. Discussion and possible action to recent legislation changes to the qualifications for the city Fire Marshal.

7. Discussion and possible action on deciding on setting date for a workshop to address various codes and ordinances to include but not limited to:

- a. Utility service termination dates
- b. Golf Cart ordinances
- c. Municipal court
- d. Personal Time Off (PTO) to replace the various time accrued for sick, vacation and personal time off
- e. Non-utilized city real estate
- f. Revising probation period for new hire employees
- g. RFP for contractors for on going city service.

9. Discussion and Possible consideration of solid waste service to increase rates.

10. Discussion and possible action on a contract for new water meters.

11. Discussion and possible action on accounts payable process.

12. Discussion and possible action on granting the City Administrator permission to seek a RFP for new outside auditing firm.

13. Discussion and possible action on granting the City Administrator permission to seek a RFP for new outside bookkeeping firm or software.

14. Discussion and possible action on giving the City Secretary, Heather N. Waller Spann signature authority on the City of Anahuac bank accounts.

15. Discussion and possible action on accounts payable.

16. Discussion and possible action on the Bookkeepers Report from August 2011.

17. Consideration and possible action on the minutes of:

- a. Special Meeting held on August 18, 2011
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18. Reports

Constable
Code Enforcement
Public Works
Utility Billing
Municipal Court
City Administrator

Mayor Hawthorne
Councilman Whitley
Councilwoman Palmer
Councilman Anderson
Councilwoman Sanders
Councilman Thompson

19. Consider motion to adjourn to Closed Session.

20. Adjourn Closed Session

21. Reconvene into Special Session, and take possible action as result of Closed Session.

22. Adjournment

**I CERTIFY THAT THE ABOVE NOTICE WAS POSTED AT ANAHUAC CITY HALL,
501 MILLER, ANAHUAC, TEXAS ON MONDAY, OCTOBER 17, 2011 BY 4:00 P.M.**

Heather N. Waller Spann, City Secretary

"The City Council for the City of Anahuac, Texas reserves the right to adjourn into Closed Session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney); 551.072 (Deliberation about Real Property); 551.073 (Deliberation about gifts and donation); 551.074 (Personnel Matters); 551.076 (Deliberation about Security Devices); and 551.087 (Economic Development)."

REASONABLE ACCOMMODATION FOR THE DISABLED ATTENDING THIS MEETING WILL BE AVAILABLE; DISABLED PERSONS IN NEED OF SPECIAL ASSISTANCE AT THE MEETING SHOULD CONTACT THE CITY SECRETARY AT (409) 267-6681.