

NOTICE IS HEREBY GIVEN THAT THE TOWN COUNCIL (MAYOR AND BOARD OF ALDERMEN) OF THE TOWN OF BAYVIEW, TEXAS, PURSUANT TO CHAPTER 551, TITLE 5 OF THE TEXAS GOVERNMENT CODE, THE TEXAS OPEN MEETINGS ACT, WILL MEET:

**Thursday, July 18, 2013
6:30 pm
Girl Scout Camp Bayview, West Building
102 South San Roman Road, Bayview, Texas**

GENERAL

1. Call to order.
2. Pledge of Allegiance.
3. Mayor's welcoming comments.
4. Public Comments and Announcements: *This is an opportunity for citizens to address the Town Council on matters relating to Town business, issues, concerns, or interests, including items on the agenda. Speakers are required to state their names for the record and to limit their comments to three minutes. Note: State law does not permit the Mayor/Aldermen to discuss, debate, or act on items that are not on the agenda. Persons making comments and announcements may be referred to Town Staff for follow up or to have items placed on the agenda for a future Town meeting.*

ACTION ITEMS:

Old Business (matters carried forward from a previous meeting or meetings):

5. Approval or rejection of adding Town Secretary Susan Heinz as an authorized user of the Town's bank debit card for small purchases, subject to approval of the Mayor for purchase amounts not requiring Board authorization, i.e. under \$250.

Carried forward from June 20, 2013 to allow for review of Town administrative procedures

The Current Policy and Procedure titled Check Writing and Banking Process authorizes "general Banking activities, with the exception of cash withdrawals" by the Town Secretary, Town Bookkeeper, and Mayor. It does not specifically address purchases by any Town Official but does allow that "a debit card may be utilized for bill payment with the authorization of the Mayor / Chief Financial Officer."

Beyond that, it addresses only procedures for handling checks and accepting payments by check or cash — which is no longer current since the Board took action on June 18, 2013 to not accept cash for payments.

Action:

- a. Approval or rejection of an interpretation that current policy recognizes the Town Secretary as an authorized user of the Town card for paying bills and for small purchases, in person as well as via the Internet, with advance approval of the Mayor / Chief Financial Officer

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- b. Directing the Town Secretary to draft a new Policy and Procedure for Banking, Checking, Small Purchases, and Acceptance of Payments that reflects current and proposed practices that would supersede the Policy dated 4/17/2008 last reviewed 11/19/2012.
- 6. Approval or rejection of unbudgeted expenditures for acquisition of a lockable desk for the Town Secretary, replacements for the dilapidated tables and 5 chairs to replace unsuitable items currently used by the Town Council, with a total cost not to exceed \$700 and individual acquisitions to be approved in advance by the Mayor.
Amended June 20, 2013 to authorize purchase of tables and desk, not to exceed \$450.
Action: Increase budget by \$50 to reflect confirmed prices for the items.

New Business:

- 7. Approval of the Consent Agenda: Note: Items in the consent agenda will be approved as a group without discussion unless an Officer or the report presenter specifically requests that an item or items be separated from the consent agenda for discussion or other action individually:
 - a. Minutes of Town Meeting(s) of: June 20, 2013
 - b. Financial reports for month of: June 2013
 - c. Building Inspector Report and fees for: July 2013
 - d. Payment of current billing from Rentfro Law Firm in the amount of \$362.50, as well as the billing from True Solutions in the amount of \$101.89.
- 8. Discussion and Possible Action on a proposed Oath of Office for all Town officials and appointees:
 - a. Oath to replace the standard oath Form 2204 published by the Texas Secretary of State
 - b. Requirement to be retroactive for all elected and appointed officials.
- 9. Approval of two actions with respect to outdoor burning:
 - a. Outdoor Burning Permit form with new telephone number for Los Fresnos Fire Department.
 - b. Permits to be valid for period of 7 days from date of issue.
- 10. Approval of Town becoming a member of the Valley Proud Environmental Council with payment of an annual membership fee for the period of July 1, 2013 to June 30, 2014.

DISCUSSION ITEMS:

- 11. Fireworks ordinance 2004-005-020 which prohibits aerial fireworks in the Town. Discussion of the possible elimination of this ordinance.
- 12. Status of the road repair work.
- 13. Update on the proposal for converting the Madison Grove Subdivision Sports Center to a church and school.
- 14. Update on the Bayview Palms Subdivision activity.

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15. New lease agreement with the Girl Scouts of Greater South Texas to be developed.
16. ROW maintenance, overhanging trees, and brush piles; coordination with Allied Waste, Bayview Irrigation District, et al.; outreach to residents; general approach.
17. FY 2014 budget planning process
18. Citizen Concerns:
 - a. Vegetation encroaching on roads.
19. Reports:
 - a. Building and Standards Commission
 - b. Emergency Management, including Flood Mapping
 - c. New electric transmission line in Hidalgo and Cameron Counties

20. Adjourn Open Meeting

21. Executive Session

The Town Council will go into Executive Session as authorized by Subchapter D of the Open Meetings Act for deliberations regarding certain agenda items:

- a. Section 551.071: Consultations with Attorneys
- b. Section 551.072: Deliberations about Real Property

22. Resume Open Meeting

23. Action on matters related to the deliberations in the Executive Session closed meeting, if any:
 - a. Section 551.071: Consultations with Attorney
 - b. Section 551.072: Deliberations about Real Property

24. Adjourn.

This is to certify that I, Susan Heinz, posted this agenda on the bulletin board of the Town of Bayview's office by **12:00 p.m.** on **July 15, 2013** and it shall remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

/s/

Town Secretary, Town of Bayview