



IN THE MIDST OF THE TEXAS HILL COUNTRY

Mayoral, Staff or City Council Member
Agenda Item Submission

Table with 2 columns: Field Name (DATE, TO, FROM, TITLE / SUBJECT of REQUESTED AGENDA ITEM) and Value (8/5/2024, City of Woodcreek City Council Members, Chrys Grummert, Council Member, Discuss and Take Appropriate Action On edits to Ordinance Chapter 30.16 Municipal Secretary).

TITLE / SUBJECT of REQUESTED AGENDA ITEM:

Discuss and Take Appropriate Action
On edits to Ordinance Chapter 30.16 Municipal Secretary.

BRIEF SUMMARY / BACKGROUND of REQUESTED AGENDA ITEM: (3-4 sentences, max):

These edits to Ordinance Chapter 30.16 Municipal Secretary work to better align with State Code and clarify duties and responsibilities of the position.

STATE YOUR INTENDED MOTION:

"I move..... (Copy Text From First Table Field)
That Council accepts the edits to Ordinance Chapter 30.16 Municipal Secretary as presented.

FISCAL IMPACT:

N / A

LIST ATTACHMENTS: (In the Order that you want them under your Agenda Item)

- 1. Cover
2. Texas loc Gov Code CH 22 City Sec.pdf
3. AMEND\_30.16 \_\_MUNICIPAL\_SECRETARY.pdf

PREPARED BY: Suzanne J. Mac Kenzie, City Secretary

Reviewed by: City Manager, Mayor, Mayor Pro Tem, and City Attorney