

NOTICE OF REGULAR MEETING

OF THE CITY OF SNOOK

Notice is hereby given that a Regular Called Meeting of the City of Snook will be held on **Monday the 27th day of December, 2021, at 5:30 p.m.** in the Council Chambers at City Hall, located at 10245 FM 2155 in Snook, Texas, at which time the following subjects will be discussed and/or acted upon:

I. Call to Order

II. Establish that a quorum is present

III. Adopt Agenda

IV. Open Forum/Visitor's Comments

V. Action Items:

1. Discussion with resident Frank Fields regarding matters related to the City of Snook.
2. Update on water and sewer operations for City of Snook.
3. Discussion and possible action to hire Deputy Micah Kerr of the Burleson County Sheriff's Department to provide part-time code enforcement services to the City of Snook.
4. Update on the 2022 general election.
5. Discussion and possible action regarding Burleson County Assistance District #1.
6. Discussion and possible action regarding Ordinance No. 12-27-21 concerning the adoption of updated payment procedures for water and sewer service.
7. Discussion and possible action regarding Office Assistant position.
8. Discussion and possible action regarding the hiring of third-party bookkeeping firm to review books, pay bills, and establish good accounting procedures for the City of Snook.
9. Discussion and possible action regarding Accounting Personnel position.
10. Discussion and possible action regarding web development service.
11. Discussion regarding City Hall phone service.
12. Discussion and possible action regarding standard operating procedures for office and City staff.
 - a. Work Order Procedure
 - b. Facility Rental Procedure
 - c. Past Due Notices
13. Discussion and possible action regarding the concession stand at the softball park.
14. Discussion and possible action regarding parking lot at City Hall and Community Center.
15. Discussion and possible action regarding City clean up.
16. Discussion and possible action to approve the minutes from Regular Called Meeting on November 22, 2021.
17. Discussion and possible action regarding payment of monthly bills.
18. Discussion and possible action regarding current financial statements, investment reports and bank statements.

VI. Items to be placed on future agenda

VII. Adjournment

The City Council may convene into executive session anytime during the meeting for any purpose authorized in Chapter 551, Texas Government Code.

I, the undersigned authority, hereby certify that the above Notice of Meeting of the City of Snook is a correct copy of Notice and that I have posted the Notice on the door of the City Office at 10245 FM 2155 in the City of Snook.

Notice posted at 3:00 p.m. on this 22nd day of December, 2021.

City of Snook-Carling Repass

The City of Snook is committed to compliance with the Americans with Disabilities Act (ADA). Requests for any reasonable accommodations must be made 72 hours prior to the meeting by contacting the City at (979) 272-3021.