

THE FLOWER MOUND TOWN COUNCIL WORK SESSION MEETING HELD ON THE 17<sup>th</sup> DAY OF SEPTEMBER, 2015, IN THE FLOWER MOUND TOWN HALL, LOCATED AT 2121 CROSS TIMBERS ROAD IN THE TOWN OF FLOWER MOUND, COUNTY OF DENTON, TEXAS AT 6:00 P.M.

The Town Council met in a work session with the following members present:

Tom Hayden	Mayor
Steve Dixon	Mayor Pro Tem
Bryan Webb	Councilmember Place 2
Kevin Bryant	Councilmember Place 3

With the following members absent:

Brian Rountree	Councilmember Place 1
Itamar Gelbman	Deputy Mayor Pro Tem

constituting a quorum with the following members of the Town Staff participating:

Theresa Scott	Town Secretary
Jimmy Stathatos	Town Manager
Debra Wallace	Assistant Town Manager/CFO
Bryn Meredith	Town Attorney

**A. CALL WORK SESSION TO ORDER**

Mayor Hayden called the work session to order at 6:00 p.m.

**B./C. INVOCATION/PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG AND THE TEXAS FLAG**

Mayor Pro Tem Dixon gave the invocation and led the pledges.

**D. COORDINATION OF CALENDARS**

1. Confirmation of availability for board & commission interviews for Tuesday, Sept. 29th and Wednesday, Sept. 30th (6:00 - 7:30 p.m. estimated), and with a new meet and greet format.

Ms. Scott summarized the proposed meet and greet process.

Mayor Hayden confirmed attendance from members of Council for these meeting dates.

**E. WORK SESSION ITEM**

1. Discuss approaches, potential code of ordinance amendments, and/or establishing programs to protect, save, and reestablish trees.

There was Council consensus to postpone the discussion on this item to the next work session in order to get Councilmember Rountree's input given his interest on the subject matter.

2. Discuss and consider modifying the Town Council rules of procedure that would establish an agenda setting policy.

Ms. Scott gave a presentation outlining what other cities do in this area.

There was Council discussion relative to:

- The current practice of getting items on the agenda whether it is working or not
- Importance of managing the process
- There shouldn't be any surprises of things coming on the agenda unbeknownst to the rest of Council
- How the current Council packet has a section for a future agenda
- Some interest in having an exception to an agenda setting policy in situations where a member of Council wants to bring back an item if they voted on the prevailing side, allowing that particular item to only come back at the next regularly scheduled meeting.

Mr. Meredith offered clarification regarding discussing items for a future agenda in accordance with the Open Meetings Act.

There was Council consensus to have a written policy to memorialize the current practice where three (3) voices in the affirmative would be needed to instruct staff to place an item on a future agenda, with the understanding any request would need to be verbally communicated at a preceding public meeting of Council. This would be followed by staff calendaring the agenda item and keeping Council informed along the way as to timing of that item coming forward.

3. Overview of Town Council packet preparation.

Ms. Scott gave a presentation identifying or noting:

- Agenda preparation overview
- Town Council agenda calendar
- Future agenda Access database
- Shared folder process
- Agenda production
- Summary of the agenda process the week before a meeting
- Agenda posting process
- Future agenda items
- Cycle overview

There was Council consensus to continue doing everything possible to have the packet posted as soon as possible.

4. Discuss and consider establishing rules or procedures as it relates to hard stops for late meetings.

Councilmember Bryant provided an overview of Robert's Rules and there was discussion by members of Council relative to the application of those rules.

Mr. Meredith provided input related to the use of Robert's Rules.

There was Council consensus to come forward with a modification to the rules of procedure for Council to change the language to adopt Robert's rules as a guide.

5. Discuss the Town's Boards & Commissions process and structure, with consideration to align term expiration dates closer to the May election date; and with consideration to require a super majority in order to remove any board or commission member(s) mid-term.

Ms. Scott gave a presentation identifying or noting:

- Current process
- Potential process

There was Council discussion regarding:

- How long the Town has had this process
- General pros and cons associated with having board appointments aligned with the May election
- How the terms align with the fiscal year and the consistency there
- Mid-term removals and super majority option, and if there is not a unanimous thought on the topic it could be discussed at a later date
- To create rules regarding mid-term removals would be a reaction to the last few months, and hopefully that is an aberration and not something that is ongoing.
- The lack of feasibility for bringing the term expiration dates closer to the election given the summer months
- Importance of having a few months to gain an understanding as to what being a Councilmember entails prior to shifting to board appointments right away
- Some discussion about having the board terms shift to a calendar year

There was Council consensus to keep the structure as is.

**E. ADJOURN WORK SESSION**

Mayor Hayden adjourned the work session at 7:17 p.m. on Thursday, September 17, 2015, and all were in favor.

**TOWN OF FLOWER MOUND, TEXAS**

\_\_\_\_\_  
**THOMAS E. HAYDEN, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**THERESA SCOTT, TOWN SECRETARY**