

**To the Mayor and Members of the City Council****May 2, 2023**

Page 1 of 1

SUBJECT: OPTIONS FOR POSTING START TIMES ON AGENDAS

City Council requested information on options for language used on agendas identifying the start time of Corporation Board and Crime Control Prevention Board Meetings. Currently the agenda's list the start time of the meetings to begin "Immediately Following" the previous meeting.

The Texas Open Meetings Act, Section 551.041 states that a "governmental body shall give written notice of the date, hour, place and subject of each meeting held by the governmental body."

There are two options for posting the meeting start time:

- Current process which is to post the hour of the start time for the first meeting with the language "immediately following" for all additional meetings following the first meeting. This allows Council to move directly into the next meeting following the adjournments of the previous meeting.
- List specific a specific hour on each agenda for each individual meeting. This would establish a firm start time for each individual meeting. Each of those meetings could not start prior to their posted start time. This could result in downtime between meetings.

A recent change was made to the order in which the meetings are conducted so that the Crime Control and Prevention District will now immediately follow the conclusion of the City Council meeting.

If you have any questions, please contact Jannette Goodall, City Secretary at 817-392-6161 or Leann Guzman, City Attorney at 817-392-8973.

David Cooke
City Manager