

**NOTICE OF MEETING  
SHOREACRES CITY COUNCIL  
DECEMBER 13, 2004 - 7:00 P.M.**

NOTICE IS HEREBY GIVEN THAT THE SHOREACRES CITY COUNCIL WILL MEET ON MONDAY, DECEMBER 13, 2004 AT 7:00 P.M. IN THE SHOREACRES CITY HALL COUNCIL CHAMBERS, 601 SHOREACRES BLVD, SHOREACRES, TEXAS, REGARDING THE AGENDA ITEMS LISTED BELOW. THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR OTHER ACCOMMODATIONS SHOULD BE MADE AT LEAST TWO (2) WORKING DAYS PRIOR TO THE MEETING WITH THE CITY SECRETARY'S OFFICE (281)471-2244.

**1.0 ROLL CALL:** Members Present and Absent

**2.0 CITIZEN'S PRESENTATION**

2.1 Citizen's Comments

**3.0 ANNOUNCEMENTS AND REPORTS**

3.1 Council Reports/General Discussion

3.2 Police Report and Public Works Report.

**4.0 REGULAR ITEMS**

**4.1** Consider/Approve Canceling the Council Meeting scheduled for December 20, 2004. (Edmonson).

**5.0** Consider/Approve up to \$5,000.00 to Meador Staffing Services for Temporary Bookkeeping Services. (Edmonson).

**5.1** Consider/Approve the Repayment of the Sales Tax Overpayment to the State Comptrollers Office.

**5.2** Consider/Approve Ordinance Number 2004-37, An Agreement between Harris County and the City of Shoreacres for the Housing of Prisoners (French).

**5.3** Consider/Approve Ordinance Number 2004-38, a General Certificate of Local Government Unit from Southeast Texas Housing Finance Corporation's Multifamily housing revenue Bonds for a Multifamily Property in the City of Baytown. (Edmonson).

**5.4** Consider/Approve new Job Descriptions for City Administrator, Chief of Police, Director of Public Works, Utility and Building Department Clerk, and Court and Bookkeeping Clerk. (Edmonson)

**5.5** Consider/Approve Authorization for Mayor to fill the new position of City Administrator.

**6.0 EXECUTIVE SESSION**

**6.1** The City of Shoreacres will now hold a closed Executive Meeting, pursuant to the provisions of the Open Meetings Law, Chapter 551, Government Code, Vernon's Texas Codes Annotated in accordance with the authority contained in Section 551.074, Personnel as follows:

1. Perform annual employee appraisals and consider merit raises for City employees.

**7.0 OPEN MEETING**

**8.0 ADJOURNMENT**

**CERTIFICATE**

I certify that this notice was posted on the bulletin board at Shoreacres City Hall on or before Friday, December 10, before 12:00 noon.

\_\_\_\_\_  
Robin Eldridge, Acting City Secretary

This notice was removed from the bulletin board on \_\_\_\_\_ 2004 at \_\_\_\_\_.