



David A. Rettig, Mayor
Rena Hardeman, Council Place 1
Jimmy Lambert, Council Place 2

Brian G. Montini, Mayor Pro Tem
Roger Sessions, Council Place 4
Danny Simpson, Council Place 5

**Town Council Work Session/Orientation
Meeting Minutes-Notes
Friday, May 10, 2019
1500 Commons Circle Suite 300 – Chamber Room - Northlake, Texas 76226**

1. Mayor Pro-Tem Brian Montini called the workshop to order at 2:00 pm, stated a quorum was present

Council present: Danny Simpson, Roger Sessions, Brian Montini, Jimmy Lambert, Rena Hardeman (arrived at 2:39 pm), David Retting

Staff present: Drew Corn, Town Administrator; Nathan Reddin, Development Services Director; Chief of Police Robert Crawford; Eric Tamayo, Public Works Director; Karen Bolyard, Finance Director; Leann Oliver, Court Administrator; and Shirley Rogers, Town Secretary

Consultants present: Ashley Dierker, Legal Counsel; Ben McGahey, PE Engineer

Mayor Pro-Tem Montini led the Pledge of Allegiance and a moment of silence

2. Shirley Rogers, Town Secretary, administered the Statement of Officer and Oath of Office to the following newly elected Members of Council:

David A Rettig - Mayor, Roger Sessions - Place 4, Danny Simpson - Place 5

Mayor Pro Tem Montini presented Mayor Rettig the Certificate of Election

Mayor Rettig presented the Certificate of Election to Council Members Sessions and Simpson

Mayor Rettig placed his name plate on the council dais

3. Council Orientation Workshop
Mayor Rettig briefed the council on his background, career and education, his history with Northlake and reflections on the election
 - a. Mayor Rettig's Core Principles and Vision for Northlake

To be a town that delivers the highest quality of life, maintain the lowest cost-to-serve, and leaves people free to enjoy their environment and community; build on the effective fiscal and administrative management function of the town; reflect on and design aesthetic theme for Northlake with input from residents, improve communication to and from residents, staff and council on decisions, how the town operates, services and events, bring together the various components of the long term plan for Northlake into a comprehensive, proactive plan of action

Key objectives include: preserve competitively low property tax rate, invest in preparedness for the unexpected, maintain effective and efficient town staff and services, ensure high quality safety programs, strive for sustainable not just balanced growth and define space for citizens to enjoy community and nature

- b. Council Rules of Order, Council Meeting Protocol, Council-Staff Relations included: brief review of current Rules of Order, duties of Mayor by Texas Statute, role of Town Administrator, role of Town Attorney

Vision of the Mayor's role to include: facilitator of decision-making process, communicator to and from citizens, staff, and co-partners; practices the approach of leadership to be informed yet decisive, act with objectivity and neutrality, demonstrate empathy and servant leadership

Mayor's protocols and expectations: be candid, honest and open, avoid labels or suppressing debate, be informed but don't live in the past, assume the best intentions from everyone, refrain from impulsive decisions and punitive measures, and always examine the context and solicit opposing views

- c. Attorney Items (Public Meetings, Open Records) included- no discussion
- d. Department Head one-on-one meetings with each Council Member: discussions relating to functions of each department
- e. Budget Process: Mayor's budget scenarios were discussed and the upcoming budget calendar introduced
- f. Zoning and Platting Process discussions included: basics of zoning and platting, zoning and comp plan, the role of town staff, role of town council, zoning decisions, planned developments, specific use permits, platting process including final plat approval, 30-day rule, plat approval authority, town council approval authority
- g. Purchasing Policy, Purchasing Authority, Bidding Process – no discussion
- h. Wrap-up and Mayor and Council Direction – no discussion

- 4. By general consent, Mayor Rettig adjourned the workshop at 6:19 pm

Passed and approved on this the 23rd day of May 2019

Town of Northlake


David A. Rettig, Mayor

Attest:


Shirley Rogers, Town Secretary



