

**MINUTES OF THE WORKSESSION
CITY OF TWIN OAKS BOARD OF ALDERMEN
WEDNESDAY, FEBRUARY 7, 2018**

The Work Session Meeting was called to order by Mayor Fortune at 6:15 p.m. in the Board Room of the City Office pursuant to public notice and agenda. Roll Call was taken:

Mayor Russ Fortune-yea

Aldermen Lisa Eisenhauer – arrived at 6:25 p.m.
Tim Stoeckl – yea
Jeff Graves – yea
Dennis Whitmore – yea

Also Present: Paul Rost, Village Attorney
Kathy A. Runge, Administrator/Clerk

COMMUNITY ROOM POLICY ADMINISTRATOR'S REPORT

The Board reviewed the third draft proposal on the Community Room policy. Discussion ensued. Administrator Runge suggested that we look into a payment schedule for Kathy Williams, who will be the event coordinator. The decision was made to pay Ms. Williams a minimum of two hours. Attorney Rost will take the changes and will develop the final Community Room policy for February 21, 2018.

ADMINISTRATOR'S REPORT

- **Twin Oaks Town Hall:** Wright Construction is working on the punch list items. We did receive our occupancy permit and keys to the building this week. Our new furniture is scheduled to come in at the end of the week from ColorArt. We have planned the office move for February 15th.
- **Villages at Big Bend Square:** We are still waiting for Haley Holdings (Propper) to submit their master signage plan. We are in the process of reviewing the new signage for Kriegers and have given temporary zoning approval for the remaining signs until the master signage plan is received.
- **Big Bend Lighting:** Just a progress report; we have made contact with Commerce about additional lighting on their side of Big Bend and have also contacted Regions about the adjustment of their poles.
- **Twin Oaks Presbyterian Church:** The TOPC has made a request to the Board of Adjustment to install a custom shed behind the church. I

wanted to ask the Board if they would allow me to waive the fees associated with the request (except for the court reporter) since they have been so generous with us using their building for special meetings this past year.

ADJOURNMENT

Alderman Graves motioned to adjourn the Work Session Meeting at 7:03 p.m., seconded by Alderman Eisenhower and motion passed with the unanimous consent of the Board of those present.

Drafted By: *Theresa Gonzales*
Theresa Gonzales,
Administrative Assistant

Date of Approval: 2-21-18

ATTEST:

Kathy A Runge
Kathy A. Runge,
City Administrator/Clerk

Russ Fortune
Russ Fortune,
Mayor, Board of Aldermen