

THE CITY OF WOODBRANCH VILLAGE
Regular Meeting
October 23, 2025

The City of Woodbranch Village council met in a regular meeting at 6:00 P.M., Thursday, October 23rd in the City Hall Building at 58A Woodbranch Drive, New Caney, Texas, 77357. The regular meeting was called to order at 6:08 PM by Mayor Mike Tyson. Roll call showed as being present, Councilwoman Stacey Shipley, Councilwoman Trisha Marie Cranney, City Administrator Charlotte Smith, Mayor Mike Tyson, Councilwoman Nancy Mulhern and Councilman James Mulkey. City Attorney Leonard Schneider and Councilman Scottie Garner, were not in attendance. City Secretary Shari McMinn, was present to take minutes of the meeting. Councilwoman Nancy Mulhern led the meeting with a prayer, followed by the pledge of allegiance to the flag.

REGULAR MEETING (6:00 P.M.)

The regular meeting was opened at 6:08 P.M.

#5. Sign In Sheet

CONSENT AGENDA

#6. Approve Minutes from the September 25, 2025 – Regular Meeting

Copies of the minutes are on file in the City Secretary's office.

#7. Approve Financial Statement for General Funds – September 2025

Copies of the statement are on file in the City Secretary's office.

#8. Approve Financial Statement for Water and Sewer Fund – September 2025

Copies of the statement are on file in the City Secretary's office.

#9. Approve Financial Statement for Debt Service Fund – September 2025

Copies of the statement are on file in the City Secretary's office.

#10. Approve Bills General Fund – October 2025

Copies of the bills are on file in the City Secretary's office.

#11. Approve Bills Water & Sewer Fund – October 2025

Copies of the bills are on file in the City Secretary's office.

#12. Approve Bills Debt Service Fund – October 2025

Copies of the bills are on file in the City Secretary's office.

#13. Approve the Court Activity Report – September 2025

Copies of this report are on file in the City Secretary's office.

#14. Approve the Road & Ditch and Storm Water Management Report – September 2025

Copies of these reports are on the file in the City Secretary's office.

#15. Approve the Permit Activity Report – September 2025

Copies of this report are on file in the City Secretary's office.

#16. Approve the Nuisance and Abatement Activity Report – September 2025

Copies of this report are on file in the City Secretary’s office.

#17. Approve the City Administrator’s Activity Report – September 2025

Copies of this report are on file in the City Secretary’s office.

#18. Approve the City Engineer’s Activity Report – September 2025

Copies of this report are on file in the City Secretary’s office.

The motion to approve items 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18 was made Councilwoman Mulhern. The motion was seconded by Councilwoman Shipley, motion carried.

COUNCIL TO CONSIDER, DISCUSS, AMEND, ACTION, AND/OR APPROVE MONTHLY REPORT FROM THE FOLLOWING;

Approve the Police Activity Report – September 2025

Patrol Sergeant Mohammed Abdulhameed reported:

The Donut Shop on Roman Forest was left unlocked; some kids went in without disrupting it. Our Officers closed the shop and reported it to the owners.

We have three agreements that have expired in the absence of our Chief of Police:

1. Terminal- Gateway to running plates with Montgomery County Sherriff’s Office
2. Non-24-hour agency agreement
3. Memorandum of agreement- For MCSO to respond when a Woodbranch Officer is not available

Patrol Seargent Abdulhameed signed an agreement to get these programs back into place on behalf of Woodbranch. It will be presented to the Montgomery County Sherriff’s Office to approve and he will make us aware of when it is approved.

He also mentioned the following:

- Six sex offenders within Woodbranch -all are in compliance.
- All Woodbranch Officers are being encouraged to write citations when actionable.
- Our fleet is in good shape. All vehicles were detailed inside and being washed regularly.
- A new training program for our Officers will be recommended by Patrol Seargent Abdulhameed.

Copies of this report are on file in the City Secretary’s Office. The motion to approve the Police Activity Report was made by Councilwoman Mulhern. The motion was seconded by Councilman Mulkey, motion carried.

Operator’s Report – September 2025

The report was given by Jacob Williams.

Copies of this report are on file in the City Secretary’s office. The motion to approve the Operator’s Report was made by Councilman Mulkey. The motion was seconded by

Councilwoman Shipley, motion carried.

#19. Jose Contreras – resident to request an extension to the variance granted by City Council, during the August 8, 2024 Special Meeting, to Ordinance 246-2015, Section 7-C regarding the prohibition of recreational vehicles from being used as permanent or temporary dwelling in the city (Mike Tyson, Mayor)

The motion to allow 30 additional days after the original 60-day extension was made by Councilman Mulkey. The motion was seconded by Councilwoman Shipley, motion carried.

#20. Consider, discuss and/or take possible action on the bids submitted for the construction of a carport for the patrol units (Mike Tyson, Mayor)

The motion to accept the bid from AWW Services, LLC in Huffman, Tx was made by Councilwoman Mulhern. The motion was seconded by Councilwoman Shipley, motion carried.

#21. Consider, discuss and/or take possible action on the adoption of Ordinance 345-2025 – an ordinance of the City Council of the City of Woodbranch Village, adopting the most recent International Code Council series and National Electric Code; Repealing all other ordinances or parts of ordinances in conflict; providing severability; providing for a penalty of a fine not to exceed the sum of two thousand (\$2,000.00); and providing an effective date (Mike Tyson, Mayor)

The motion to adopt an ordinance 345-2025 was made by Councilwoman Cranney. The motion was seconded by Councilman Mulkey, motion carried.

22. Consider, discuss and/or take possible action on the adoption of Ordinance 346-2025 – an ordinance repealing Ordinance 321-2023; establishing minimum storm drainage driveway crossing culvert construction requirements; providing for the mandatory use of stabilized sand on all new culvert installations; providing for removal of faulty culverts or installations, prohibiting burning in storm water drainage system or creating water flow obstructions; and providing a penalty for violations (Mike Tyson, Mayor)

The motion to adopt an ordinance 346-2025 was made by Councilwoman Cranney. The motion was seconded by Councilwoman Shipley, motion carried

23. Closed Executive Session in Accordance with the Open Meetings Act TEX. GOV'T CODE 551.074 – - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline and or dismissal of a public officer or employee; Mohammed Nehad Abdulhameed

Council went into closed session at 6:44 PM.

No action taken in closed session.

#24. Reconvene and take possible action

Council reconvened into open session at 6:55 PM. Officer Mohammed Nehad Abdulhameed was presented a certification of promotion by Mayor Tyson for being upgraded to Patrol Sergeant.

#25. Mayor's comments on infrastructure, city budget and grant opportunities

Mayor Tyson did not have any new details to share at this time.

#26. Item of Community Interest - (Hear announcements of community interest from the Mayor, Councilmembers and City staff for which no action will be discussed or taken.)

Councilman Mulkey addressed the City park needing to be cleaned. We hope to get community involvement to help tie this into the Adopt a Mile program. This will be headed up by City Secretary, Shari McMinn. The goal is to clean up a specific area within Woodbranch up to three times a year. This initiative is sponsored by Commissioner Matt Gray, Precinct 4 within Montgomery County. If approved, the Commissioner sponsors a sign on the highway stating this mile is sponsored by the City of Woodbranch. Stay tuned for upcoming news on how to get involved.

#27. Adjourn

The motion to adjourn was made at 6:59 PM by Councilwoman Mulhern. The motion was seconded by Councilwoman Cranney, motion carried.