

THE CITY OF WOODBRANCH VILLAGE  
Special Meeting  
December 2, 2025

The City of Woodbranch Village council met in a special meeting at 6:00 P.M., Tuesday, December 2, 2025 in the City Hall Building at 58A Woodbranch Drive, New Caney, Texas, 77357. The special meeting was called to order at 6:05 PM by Mayor Mike Tyson. Roll call showed as being present, Councilman Scottie Garner, 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 was 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.

**SPECIAL MEETING (6:00 P.M.)**

The special meeting was opened at 6:05 P.M.

**#5. Sign In Sheet**

No names appeared on the sign in sheet

**CONSENT AGENDA**

**#6. Consider, discuss and/or take possible action to canvass results of the November 5, 2025 general election.**

The motion to approve item 6 was made by Councilman Garner. The motion was seconded by Councilwoman Mulhern, motion carried.

**#7. Swear in and seat Mayor – Mike Tyson, Council Position 1 – Scott Garner, Council Position 3 – Trisha Marie Cranney**

Mayor Tyson, Councilman Garner and Councilwoman Cranney were all sworn in by the City Administrator, Charlotte Smith.

**#8. Consider, discuss and/or take possible action on the appointment of a Mayor Pro Tem (Mike Tyson, Mayor)**

The motion to appoint Councilwoman Mulhern as Mayor Pro Tem was made by Councilman Garner. The motion was seconded by Councilman Mulkey, motion carried.

**#9. 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; to accept the resignations of Reserve Patrol Officers Kelly Horton and Victor Miles and to consider candidates Robert Meager and Todd Zettlemoyer for the appointment of Chief of Police**

Council went into closed session at 6:10 PM.

**#10. Reconvene and take possible action**

Council reconvened into open session at 7:08 PM.

The motion to accept the resignations of Reserve Patrol Officers Kelly Horton and Victor Miles was made by Councilman Garner. The motion was seconded by Councilwoman Cranney, motion carried.

The motion to hire Todd Zettlemoyer as Chief of Police with a six-month probationary period was made by Councilman Garner. It was seconded by Councilwoman Cranney, motion carried.

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

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

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

City Secretary, Shari McMinn highlighted the tremendous community turnout for the H-Town Dream Center Thanksgiving Food Drive, noting the inspiring generosity and enthusiastic support shown by Woodbranch Village residents.

- 721 meals delivered to Montgomery County residents in need
- Council woman Cranney secured 500 boxes of stuffing
- Woodbranch Village residents donated over 500 cans of corn
- Sgt. Mohammed Abdulhameed donated 540 cans of cranberry and 340 cans of corn
- 241 cake mixes and 222 containers of frosting contributed by Woodbranch Village residents
- Donations made after pick-up will be placed in the **Blessing Box at City Hall**

City Administrator, Charlotte Smith expressed appreciation for the residents of Woodbranch Village, noting their consistent willingness to provide an overwhelming response when called upon for assistance. She emphasized that the success of recent efforts would not have been possible without the strong support of the community.

Current Drives and Collections:

- **Toy Drive (City Hall & Best Box Storage):**
  - Collecting new toys for Toys for Tots until December 13
  - Donations made at City Hall (new toys only)
- **Commissioner Gray's Office:**
  - Collecting coats and toys, with drop-off at City Hall
  - Toys deadline is Dec. 5<sup>th</sup>
  - No deadline for coat donations
- **Love Heals Youth Charity:**
  - Requesting donations for youth ages 10–18, including socks, bras, and undergarments for boys and girls
  - Duffle bags needed for foster children relocating, to replace use of trash bags
  - Drop off location is City Hall
- **Mancuso Harley Davidson:**
  - Collecting toys (no toy guns, stuffed animals or battery-operated toys)
  - Drop off location is City Hall
- Councilwoman Cranney noted Houston Diesels Christmas Pistols & Purses Bingo supporting Hope of South Texas will be held on Dec. 7<sup>th</sup> at 2PM@21675 McCleskey Rd in New Caney, TX.

**#13. Adjourn**

The motion to adjourn was made at 7:18 PM by Councilman Garner. The motion was seconded by Councilman Mulkey, motion carried.