

THE CITY OF WOODBRANCH VILLAGE
Special Meeting
December 18, 2025

The City of Woodbranch Village council met in a special meeting at 6:00 P.M., Thursday, December 18th, 2025 in the City Hall Building at 58A Woodbranch Drive, New Caney, Texas, 77357. The special meeting was called to order at 6:00 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 regular meeting was opened at 6:00 P.M.

#5. Sign In Sheet

No names appeared on the Sign in sheet

CONSENT AGENDA

#6. Approve Minutes from the November 13, 2025 Special Meeting

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

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

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

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

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

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

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

#10. Approve Bills General Fund – December 2025

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

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

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

#12. Approve Bills Debt Service Fund – December 2025

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

#13. Approve the Court Activity Report – November 2025

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

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

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

#15. Approve the Permit Activity Report – November 2025

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

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

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

#17. Approve the City Administrator's Activity Report – November 2025

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

#18. Approve the City Engineer's Activity Report – November 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 Councilman Garner. The motion was seconded by Councilwoman Mulhern, motion carried.

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

Operator's Report – October and November 2025

The report was given by Michelle Giacona. She advised we will have two reports next month for December and January.

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 Garner. The motion was seconded by Councilwoman Mulhern, motion carried.

#19. Susan Morgan, Gary Morgan and Hilmer Morgan representing Ellen Morgan, 23 Pines Road regarding dredging and the draining ditch and police services in Woodbranch

Mrs. Morgan addressed the council about draining concerns on Pines Road. The Mayor, advised a person from Commission Matt Gray's office has visited the area of concern and the City is now waiting on the County to get the work scheduled. If we do not hear back from the County within two weeks, the Mayor will reach out to Commissioner Gray's office to attempt to get an action plan. Mrs. Morgan also spoke about an issue regarding an alarm call back in June, noting that we do not have a police presence in Woodbranch Village. While attending the meeting she was able to meet our new Chief of Police, Todd Zettlemoyer and our new full time Patrol Officer Robert Meager. Her final note was that someone sent a full meal kit to her 93-year-old mother for Thanksgiving. It was complete with a turkey and all the fixings. She is not sure who left this for her mother, but would like to personally thank the person that was so kind for thinking of her. It was very thoughtful and much appreciated.

#20. Consider, discuss and/or take possible action on the sealed bids submitted for the 2014 Chevy Tahoe patrol car (Mike Tyson, Mayor)

Three sealed bids were opened:

1. \$950.00
2. \$1000.00
3. \$1580.00

Because all bids were so low, no action will be taken at this time.

21. 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 resignation of Reserve Patrol Officer Kirk Milton and to consider candidate Robert Meager for the Full Time Patrol Officer position

Council went into closed session at 6:28 PM.

#22. Reconvene and take possible action

Council reconvened into open session at 6:36 PM.

The motion to accept the resignation of Reserve Patrol Officer Kirk Milton was made by Councilman Garner. It was seconded by Councilman Mulkey, motion carried.

The motion to offer the Full-Time Patrol Officer position to Robert Meager with 180 days probationary period was made by Councilman Garner. It was seconded by Councilman Mulkey, motion carried.

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

City Administrator, Charlotte Smith advised the Texas General Land Office (GLO) announced a grant for disaster relief, long-term recovery, and restoration of infrastructure or economic revitalization for local communities impacted by the 2024 Disasters. **Cities can submit up to two projects between \$500,000 and \$5,000,000 each.** She is excited to get involved in this grant on behalf of the City of Woodbranch Village.

#24. 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.)

Councilwoman Shipley requested for an update to the <https://woodbranchtx.us> website to include all Reserve Patrol Officer names.

Councilwoman Cranney attended the Open House/Town Hall sponsored by Commissioner Matt Gray's office regarding Flood Mitigation Assistance.

#25. Adjourn

The motion to adjourn was made at 6:44 PM by Councilman Garner. The motion was seconded by Councilwoman Mulhern, motion carried.