

THE CITY OF WOODBRANCH VILLAGE

SPECIAL MEETING

February 5, 2026

The City of Woodbranch Village council met in a special meeting at 6:00 PM., Thursday, February 5th, 2026, 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 Cranney, City Administrator Charlotte Smith, Mayor Mike Tyson, Councilwoman Nancy Mulhern and Councilman James Mulkey. City Attorney Leonard Schnieder, was not in attendance. City Secretary Shari McMinn was present to take minutes of the meeting. Councilwoman Mulhern led the meeting with a prayer, followed by the pledge of allegiance to the flag.

SPECIAL MEETING (6:00 PM)

The special meeting was opened at 6:00 PM

#5. Sign In Sheet

No names appeared on the Sign in Sheet

CONSENT AGENDA

#6. Approve Minutes from the December 2, 2025 – Special Meeting

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

#7. Approve Minutes from December 18, 2025- Special Meeting

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

#8. Approve Financial Statement for General Fund- December 2025

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

#9. Approve Financial Statement for Water & Sewer Fund – December 2025

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

#10. Approve Financial Statement for Debt Service Fund – December 2025

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

#11. Approve Bills General Fund – January 2026

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

#12. Approve Bills Water & Sewer Fund – January 2026

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

#13. Approve Bills Debt Service Fund – January 2026

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

#14. Approve the Court Activity Report – December 2025

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

#15. Approve the Road & Ditch and Storm Water Management Report – December 2025

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

#16. Approve the Building Permit Activity Report – December 2025

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

#17. Approve the Nuisance and Abatement Activity Report – December 2025

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

#18. Approve the City Administrator's Activity Report- December 2025

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

#19. Approve the City Engineer Activity Report- December 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 and 19 was made by Councilman Garner. The motion was seconded by Councilman Mulkey, motion carried.

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

Approve the Police Activity Report – December 2025 & January 2026

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

Operator's Report – December 2025 and January 2026

The report was given by Michelle Giacona. She noted that a service line was repaired in December at 168 N. Linnwood. She also reported the issuance of a sewer tap for maintenance at 359 Hollyglenn and a maintenance-related water tap at 55B Woodbranch Drive. 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.

#20. Consider, discuss and/or take possible action to reappoint a Municipal Court Judge (Mike Tyson, Mayor).

The motion to accept the re-appointment of Judge Jessica Day was made by Councilman Garner. The motion was seconded by Councilman Mulkey, motion carried.

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

The motion to accept the bid from Ringwood Motors, Inc. was made by Councilman Garner. The motion was seconded by Councilwoman Cranney, motion carried.

#22. 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 receive the status of Chief of Police; Todd Zettlemoyer and Full Time Patrol Officer; Rober Meager.

Council went into closed session at 6:31 PM.

#24. Reconvene and take possible action.

Council reconvened into open session at 7:32 PM. No action taken at this time.

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

Mayor Tyson had no comments.

#26. 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.

Councilwoman Cranney announced that Commissioner Gray's State of the Precinct Address will be held on Feb. 10, 2026@ 6PM- at the Randall Reed Stadium Community Room. Everyone is encouraged to join Precinct 4 as they provide an update on current and future projects happening in our community.

Councilwoman Cranney encouraged voter participation in the primaries, noting that every vote matters. Early voting runs February 17–27, and Election Day is March 3.

City Administrator Charlotte Smith reported the sale of LightPoint Engineering and noted that, per former owner Mike Mathena, no changes in service or rates are anticipated. She also relayed information about upcoming grant and low-interest loan opportunities for projects such as a water well or water storage, which will be presented to City Council in future meetings.

Mrs. Smith reported on the upcoming 2025 Officer of the Year Ceremony, scheduled for February 23, 2026, at the Nathaniel Center in Kingwood and hosted by the East Montgomery County Improvement District. She stated that three tables will be provided for City Council and the Police Department to recognize our Police Officer of the Year, Brad Crandell.

The City of Woodbranch Village resident David Suder has been contracted to provide maintenance services for the City. He will be visible throughout the community performing various duties. His initial projects include constructing the Blessing Box at City Hall, as well as mowing and completing maintenance tasks citywide.

As a side note, Councilwoman Cranney reported that resident Ramona Seligman has been hospitalized for three weeks and noted that she and her husband, Dana, are long-time attendees of City Council meetings. Their absence was acknowledged, and all were asked to keep Ramona in their thoughts.

27. Adjourn

The motion to adjourn was made at 7:38 PM by Councilman Garner. The motion was seconded by Councilwoman Mulhern, motion carried.