

THE CITY OF WOODBRANCH VILLAGE

Regular Meeting

June 25, 2026

The City of Woodbranch Village council met in a regular meeting at 6:00 P.M., Thursday, June 25, 2026, in the City Hall Building at 58A Woodbranch Drive, New Caney, Texas, 77357. The regular 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 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.

REGULAR 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 May 28, 2026- Regular Meeting

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

#7. Approve Financial Statement for General Funds – May 2026

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

#8. Approve Financial Statement for Water and Sewer Fund – May 2026

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

#9. Approve Financial Statement for Debt Service Fund – May 2026

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

#10. Approve Bills General Fund – June 2026

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

#11. Approve Bills Water & Sewer Fund – June 2026

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

#12. Approve Bills Debt Service Fund – June 2026

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

#13. Approve the Court Activity Report – May 2026

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

#14. Approve the Road & Ditch and Storm Water Management Report – May 2026

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

#15. Approve the Permit Activity Report – May 2026

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

#16. Approve the Nuisance and Abatement Activity Report – May 2026

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

#17. Approve the City Administrator's Activity Report – May 2026

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

#18. Approve the City Engineer's Activity Report – May 2026

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 Cranney, motion carried.

Police Activity Report-May 2026: Given by Chief Zettlemoyer

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

Chief Zettlemoyer reported the following:

- Three new reserves are in the background process now
- New TCOLE requirements are taking longer to process the backgrounds
- The new Tahoe's cameras are not connecting with the server. The Chief is working with Motorola to get the issue resolved
- All Officers have a new portal available to order new uniform pieces on-line
- The City web site will be adding compliments and complaints. This is a TCOLE requirement
- The schedule has coverage expanded to seven days a week
- The DA's office will provide three tasers to us as their surplus overlapped
- He is looking into grants for rifle vests

The motion to approve the Police Activity Report was made by Councilman Garner. The motion was seconded by Councilwoman Shipley, motion carried.

Operator's Report- May 2026: Given by Michelle Giacona

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

Michelle reported that a blow off box was replaced with a lock & lid. This leaves the Maintenance balance at \$3483.38. Jacob reported that H2O is working on the man holes, smaller ones for now and will attempt to knock out the ones causing holes by the end of the first week in July.

The motion to approve the Operator's Report was made by Councilman Garner. The motion was seconded by Councilwoman Cranney, motion carried.

#19. Consider, discuss, and/or take possible action on the residential write off list submitted by H2O Innovations (Mike Tyson, Mayor)

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

The motion to accept the H2O residential write off list was made by Councilman Garner. It was seconded by Councilwoman Shipley, motion carried. Councilwoman Cranney abstained from voting.

#20. Consider, discuss and/or take possible action amending Ordinance 242, section 2-to establish a revised deposit amount for rental properties (Mike Tyson, Mayor)

Copies of this ordinance are on file in the City Secretary's office.
The motion to approve Ordinance 348-2026 was made by Councilman Garner. The motion was seconded by Councilwoman Cranney, motion carried.

#21. Consider, discuss and/or take possible action amending Ordinance 321 by adding language & an illustration to Section 7 to maintain the free flow of water. (Mike Tyson, Mayor)

Copies of this ordinance are on file in the City Secretary's office.
The motion to approve Ordinance 349-2026 was made by Councilman Garner. The motion was seconded by Councilwoman Cranney, motion carried.

#22. Consider, discuss and/or take possible action on the Woodbranch Firehouse Feasibility Study presented by Lightpoint Engineering, LLC during the April 23, 2026 meeting. (Mike Tyson, Mayor)

Copies of this report are on file in the City Secretary's office.
The motion to accept the Woodbranch Firehouse Feasibility Study was made by Councilman Garner. It was seconded by Councilwoman Cranney, motion carried.

#23. Consider, discuss and/or take possible action on the Elm Street Drainage Evaluation presented by Lightpoint Engineering, LLC

Copies of this report are on file in the City Secretary's office.
The motion to table this report until our July meeting was made by Councilwoman Cranney. It was seconded by Councilman Garner, motion carried.

#24. Consider, discuss and/or take possible action on City of Woodbranch Village Social Media Policy (Mike Tyson, Mayor)

Copies of this policy are on file in the City Secretary's office.
The motion to table this policy until our July meeting was made by Councilman Garner. It was seconded by Councilwoman Shipley, motion carried.

#25. 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; Letter of resignation from Reserve Police Officer; Brad Crandell.

Council went into closed session at 6:48 PM.

#26. Reconvene and take possible action

Council reconvened into open session at 6:51 PM. The motion to approve the letter of resignation from Reserve Police Officer Brad Crandell was made by Councilman Garner. The motion was seconded by Councilwoman Cranney, motion carried.

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

The Mayor mentioned the upcoming budget will be coming up in the next months, please keep that in mind.

#28. 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 Administrator Charlotte Smith provided an update on the tax rate calendar and adopting a budget prior to that. She mentioned everyone to keep their calendars open and reminded that a quorum of four is required for attendance. Councilwoman Cranney announced that United Way is accepting underwear and socks for kids for Project Undercover until July 31, 2026 for boys and girls. Donations can be dropped off at City Hall. Chief Zettlemoyer presented a challenge coin made for the City of Woodbranch to each City Council member. Everyone commented the coins look great.

#29. Adjourn

The motion to adjourn the meeting at 6:58 PM was made by Councilman Garner. The motion was seconded by Councilman Mulkey, motion carried.