



Incorporated May 2008

**City of Weston Lakes**  
PO Box 1082 ★ Fulshear, Texas 77441  
(281) 533-0907

**Minutes of City Council Workshop**  
**Weston lakes Country Club Ballroom**  
**32611 FM 1093**  
**Weston Lakes, Texas 77441**  
**Monday June 22, 2020 at 4:00 pm**

1. **Call to Order.** . The Regular City Council Meeting was called to order at 4:00 p.m. on Monday, June 22, 2020, by Mayor Ramona Neal A quorum was present.

**Council Members Present:**

Mayor Ramona Neal  
Mayor Pro Tem Linda Harnist  
Alderman Ted Case  
Alderman Denis DeLuca  
Alderman Bill Ragle  
Alderman Trent Thomas

**City of Weston Lakes Staff Present:**

City Secretary, Jenni McJunkin

**Absent:**

2. **Invocation and Pledge.** Alderman Trent Thomas led the Council in the Invocation and the Pledge of Allegiance.
3. **Statement about public comments and public comments** City Secretary, Jenni McJunkin read the following statement: “Each individual who wishes to make a public comment should sign the sign-in sheet before the Call to Order located in the entrance. Please note topic of conversation. Three minutes will be allotted for conversation. City Council may respond. Please turn off cell phone ringers so assembly isn’t disturbed.” No one spoke
4. **Mayor’s comments**
5. **Funds will be spent from the general fund and then reimbursed from The City of Weston Lakes’ portion of CARES Act funds being held by Fort Bend County. Funds to be placed in line item Grants under Income, which may be subdivided to track fund deposits in a cohesive manner. Funds will be expended under line item Grants in Expenditures, and may be subdivided in order to track expenditures in a cohesive manner.**

**Funding of the CARES Act was approved in the Special City Council meeting on June 16, 2020. Transfer Funds under the Grant Heading, Subcategory A)**

**CARES Act from:** No action was taken.

|                                       |                    |
|---------------------------------------|--------------------|
| <b>Representation and Celebration</b> | <b>\$2,000.00</b>  |
| <b>Training, Seminars, Travel</b>     | <b>\$2,000.00</b>  |
| <b>Payroll Tax Expenses</b>           | <b>\$2,000.00</b>  |
| <b>Secretary Training</b>             | <b>\$2,000.00</b>  |
| <b>Telecommunications</b>             | <b>\$500</b>       |
| <b>Website/IT Support/ISP</b>         | <b>\$500</b>       |
| <b>Furnishing for Meeting Room</b>    | <b>\$1,500.00</b>  |
| <b>Office Furniture</b>               | <b>\$2,000.00</b>  |
| <b>Office Security Measures</b>       | <b>\$500</b>       |
| <b>Moving Expense</b>                 | <b>\$500</b>       |
| <b>Research and Development</b>       | <b>\$5,000.00</b>  |
| <b>Audit Fees</b>                     | <b>\$3,000.00</b>  |
| <b>Other Engineering</b>              | <b>\$18,000</b>    |
| <b>Total Allocation</b>               | <b>\$39,500.00</b> |

**6. Review and make adjustments to the job description of City Secretary.**

Alderman Denis DeLuca and Alderman Bill Ragle will work on the City Secretary job description and present it at a later meeting. No action was taken.

**7. Review and make adjustments to job description of Emergency Management Administrative Assistant. Discuss job duties, hours of work, overtime, vacation and all considerations of employment.** No action was taken.

**8. Discuss the establishment of Drainage Advisory Committee as advisory board to council.** No action was taken.

**9. Consider and take action on adjournment.** Motion made by Alderman Trent Thomas.

**MEETING ADJOURNED AT 5:00 pm**

Respectfully submitted,

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Ramona Neal  
Mayor,  
City of Weston Lakes

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Jenni McJunkin  
City Secretary,  
City of Weston Lakes