



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
Tuesday Sept 29, 2020 at 6:00 pm**

1. **Call to Order.** The City Council called the meeting. The City Council Workshop was called to order at 6:00 pm on Tuesday September 29, 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
City Attorney, David Olson

Absent:

None

2. **Invocation and Pledge.** Alderman Trent Thomas led Council in the invocation and pledge.
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."
4. **Public Comments.** People who spoke; Janice Tagen, Barbara Ball and Earlene Hopkins

Items bolded were the items that time allowed for discussion.

5. **Discuss Development of City Policies, for Council consideration at next regular City Council Meeting in October 2020.** No action was taken.
 - A. **Office of City Secretary to include job description/duties, compensation/milage, vacation/sick leave, accountability/ oversight.** Attorney, David Olson will look over and revise as needed. Council will set goals and objectives.
 - B. **Meetings: discuss amending Resolution 1-09.** Attorney, David Olson will look over and revise as needed.
 - C. **Ethics Policy.** Attorney, David Olson will write this up
 - D. **Communication Policy**

- a) **Private vs Public Web Sites**
- b) **Authority to use City Seal, etc.**

E. City appointments by Mayor/Council (Positions and Committees)

- a) Responsibilities of committees and members
- b) Approval and oversight of volunteers
- c) Define advisory committees vs appointed committees, budget, Open Meeting Act.

F. **Harassment/Hostile/Intimidation Policy.** Attorney, David Olson will write this up

G. Communication Between Mayor and Council

H. **Financial**

- a) Financial Officer/Investment Officer
- b) Monthly Financial Reports
- c) Annual investment Report
- d) **Discuss amending Resolution 2-09** Was amended and Council directed this item to be brought before Council at the next Regular Meeting for approval.

I. Discuss newly formed "City Events" with Council approval only

J. City Equipment and Keys Accountability

- a) Storage and location
- b) Inventory/Tag
- c) Assignment/Sign-out Log / Authorized users of equipment and keys.

6. Set Date for Next Workshop

7. **Adjournment.** Motion made by Trent Thomas to adjourn due to facility closing.

MEETING ADJOURNED AT 8:10 pm

Respectfully submitted,

Ramona Neal
Mayor,
City of Weston Lakes

Jenni McJunkin
City Secretary,
City of Weston Lakes