



Incorporated May 2008

City of Weston Lakes

PO Box 1082 ★ Fulshear, Texas 77441
(281) 533-0907

Minutes of Regular City Council Meeting Office 365 Virtual Meeting Tuesday, March 23, 2021 at 6:00 pm

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Or call in (audio only) 1 321-754-9478 Phone Conference ID: 816 603 609#

- 1. Call to Order.** The Regular City Council Meeting was called to order at 6:00 p.m. on Tuesday, March 23, 2021, by Mayor Ramona Neal A quorum was present.

Council Members Present:

Mayor Ramona Neal
Mayor Pro Tem Linda Harnist
Alderman Denis DeLuca
Alderman Ted Case
Alderman Trent Thomas
Alderman Bill Ragle was able to connect on meeting starting at item #6.

City of Weston Lakes Staff Present:

City Secretary, Jenni McJunkin
Jamie Neal Emergency Management Coordinator
Katie Rutherford w/Olson & Olson virtually attended

Absent: NA

A power outage in Weston Lakes caused members of the public and Mayor Pro Tem and Alderman Ted Case caused a disruption of the meeting from item #3 to Item #5.

- 2. Invocation and Pledge of Allegiance by Alderman Thomas.** Alderman Trent Thomas led the Council in the Invocation and the Pledge of Allegiance.
- 3. Reading of Public Statement Rules and Public Statements.** City Secretary, Jenni McJunkin read the following statement: "Each individual who wishes to make a public comment should use the chat

function in Office 354, or email Mayor before the meeting and include your name and phone # and topic of conversation. Please keep self-muted until asked to speak. On Phone calls to unmute hit *6. Three minutes will be allotted for conversation. City Council may respond.” People who spoke: No one.

4. Mayor’s Comments

- 5. Review and approve February 2021 Financials.** Motion made by Alderman Trent Thomas to approve February 2021 Financials. Seconded by Alderman Ted Case.

Ayes: All

Noes: None

MOTION PASSED

6. Review and Approve Meeting Minutes:

February 23, 2021

September 22, 2020

Motion made by Mayor Pro Tem Linda Harnist to approve Meeting Minutes, February 23, 2021. Seconded by Alderman Ted Case.

Motion made by Mayor Pro Tem Linda Harnist to discuss September 22, 2021 Minutes. Seconded by Alderman Ted Case.

Motion made by Mayor Pro Tem Linda Harnist to approve September 22, 2021 Minutes subject to attaching the emails about the burn ban on item #10. Seconded by Alderman Trent Thomas.

Ayes: All

Noes: None

MOTION PASSED

- 7. Review update from council on latest developments on pursuing a contractual agreement between MUD81 and Aqua Texas to merge water supplies in cases of emergency and take appropriate action.** Due to work being done on the After-Action Plans after the freeze, discussion postponed for one month.

- 8. Discuss having the City of Weston Lakes and Fort Bend County establish an interlocal agreement to have the county as City of Weston Lakes’ Floodplain Administrator for the City, which will save the city funds. This will also provide inspections of property.** Motion made by Alderman Bill Ragle Discuss having the City of Weston Lakes and Fort Bend County establish an interlocal agreement to have the county as City of Weston Lakes’ Floodplain Administrator for the City, which will save the city funds. This will also provide inspections of property. Seconded by Alderman Denis DeLuca. Motion made by Mayor Pro Tem Linda Harnist to Table until we get hard durable back-up information from Mayor, County and Jones and Carter. Seconded by Alderman Denis DeLuca.

9. **Discuss the findings as related to Flood plain management and discuss the next steps to be taken as allowed per Ordinance 01-20?** Postponed until next month. Mayor to share emails and back-up to Council, from Jones and Carter and County.
10. **Approval amended budget of moving \$20,000 from General fund to legal fees line item in FY2020-2021 budget to pay for attorney fees incurred during the 2020-2021 fiscal year as discussed in February 2021 meeting and council wanted the budget line item changed to reflect the new budgeted amount before approval.** Motion made by Alderman Bill Ragle to Amend budget of moving \$20,000.00 from General Fund to legal fees line item and funding line item for investigator with \$6,000. Seconded by Alderman Ted Case. AN ORDINANCE OF THE CITY OF WESTON LAKES, TEXAS, ADOPTING AN AMENDMENT TO THE ORIGINAL BUDGET OF THE CITY OF WESTON LAKES, TEXAS, FOR THE 2020-2021 FISCAL YEAR; PROVIDING DETAILED LINE ITEM INCREASES OR DECREASES; PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT.
Ayes: All
Noes: None
MOTION PASSED
11. **Fund the budget line item for investigator with \$6,000 being moved from general fund. At previous meeting line item was created.** See motion above in line item #10.
12. **Discuss the issues related to the city credit card and establish a method for payment of goods.** Motion made by Mayor Pro Tem Linda Harnist for Mayor Pro Tem and City Secretary to both apply as signers, for a City of Weston Lakes, Visa Credit Card to pay City budgeted expenses.
Ayes: All
Noes: None
MOTION PASSED
13. **Consider and take action on removal of petty cash and returning the remaining monies to the account at Wallis Bank. Review of balance sheet and account.** Motion made by Mayor Pro Tem Linda Harnist to retain the petty cash. Seconded by Alderman Trent Thomas.
Ayes: All
Noes: None
MOTION PASSED
14. **Discuss adding a method of communication to the public by adding an opt-in email address to the website and approve associated costs. During severe winter storm Uri an email was sent to the POA office for distribution and a return email was stating it had to be approved. The city's**

email was not sent. Further the removal of the Mayor's column in the WLCC magazine takes another avenue of communication away from the city. We must have an avenue to get important information across to our citizens at all times but certainly for purposes of Emergency Management. Tabled. Alderman Bill and Mayor will get together about this and bring it back to Council.

15. **Inform council that the pay schedule will be changed to every other Wednesday to facilitate bill paying and a more deliberate schedule for check signing and pay check disbursement. Along with a vendor list to be produced and a checklist for each month to show all vendors were paid.** Council was informed that the pay schedule will be changed to every other Wednesday to facilitate bill paying and a more deliberate schedule for check signing and pay check disbursement. Along with a vendor list to be produced and a checklist for each month to show all vendors were paid.

16. **Inform city council of Emergency Management Equipment Disbursement: FirstNet phones were distributed to EMC and Assistant EMC as they are EM equipment and paid for out of the EM budget. These positions, names and numbers have been distributed to all EM agencies of the state, county and established on our website. These phones are designed for first responders and EM personnel are considered first responders with priority on the network to make phone calls. Applications, alerts and contacts are established with these numbers. Motion made to purchase three phones no designated persons were mentioned in motion and vote. Office 365 has availability for Teams members to make calls from their computers and from their phones with a different phone number from their private one displayed.** Council was informed that Emergency Management Equipment Disbursement: FirstNet phones were distributed to EMC and Assistant EMC as they are EM equipment and paid for out of the EM budget. These positions, names and numbers have been distributed to all EM agencies of the state, county and established on our website. These phones are designed for first responders and EM personnel are considered first responders with priority on the network to make phone calls. Applications, alerts and contacts are established with these numbers. Motion made to purchase three phones no designated persons were mentioned in motion and vote. Office 365 has availability for Teams members to make calls from their computers and from their phones with a different phone number from their private one displayed. Motion was made Mayor Pro Tem Linda Harnist to place on the April Agenda, City phone be provided to all of Council and City Secretary.

17. **Review and take possible action on rate changes outlined in the PUC letter.** Motion made by Alderman Bill Ragle to take no action on rate changes outlined in the PUC letter. Seconded by Mayor Pro Tem Linda Harnist.

Ayes: All

Noes: None

MOTION PASSED

18. Discuss and take possible action establishing a policy that mayor extends invitation to city attorney to attend city council meetings as city council members acting alone, committing city funds that are not in the budget and without a vote of city council is not proper. Motion made by Mayor Pro Tem Linda Harnist to discuss establishing a policy that mayor extends invitation to city attorney to attend city council meetings as city council members acting alone, committing city funds that are not in the budget and without a vote of city council is not proper. Seconded by Alderman Denis DeLuca. No action was taken.

19. Amend budget to allow for city attorney to be present at tonight's meeting. Moving money from general fund. Motion made by Mayor Pro Tem Linda Harnist to amend budget to allow for city attorney to be present at tonight's meeting. Moving money from general fund. Katie clarified for the record, this line item is included in the budget amendment in line item #10 that was passed earlier. The line item #10. Budget Amendment should include everything that the Council wants to budget for as far as legal fees. Seconded by Alderman Ted Case.

Ayes: All

Noes: None

MOTION PASSED

20. Discuss and approve mayor and city council having QB access with read only access. Motion made by Mayor Pro Tem Linda Harnist to approve Mayor and City Council having QuickBooks access with read only access. Seconded by Alderman Denis DeLuca.

Ayes: All

Noes: None

MOTION PASSED

21. Discuss and approve mayor and city council having access to all documents located on the city secretary's computer made available to them, read only access. Motion made by Mayor Pro Tem Linda Harnist to approve Mayor and City Council having access to all documents located on the City Secretary's computer made available to them, read only access. Seconded by Alderman Ted Case.

Ayes: All

Noes: None

MOTION PASSED

22. Consider and plan a meeting of the investment committee as we are required by policy to meet annually. The committee meets, and will review and discuss investments and requirements of investment law for the committee to make recommendations to city council for prudent investments and as council has required in our investment policy. Once this is done and pertinent questions are answered, we will add to the agenda the proposed investments for the city and make a prudent investment. Investing of city funds.

Meeting is set for: April 7th at 2:00 pm

23. Consider and take possible action on approving the city secretary's job description as discussed in previous meeting. Motion made by Alderman Denis DeLuca to have a discussion. Seconded by Alderman Bill Ragle. Motion made by Mayor Pro Tem Linda Harnist for the original committee to revisit the City Secretary Job Description with City Attorney, Katie Rutherford. No Second was given. Mayor called for a vote.

Ayes: All

Noes: None

MOTION PASSED

24. Adjournment.

MEETING ADJOURNED AT 7:40 pm

Respectfully submitted,

Ramona Neal
Mayor,
City of Weston Lakes

Jenni McJunkin
City Secretary,
City of Weston Lakes

