



Incorporated May 2008

City of Weston Lakes

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

Minutes of Special City Council Meeting Weston Lakes Country Club Ballroom, 32611 FM 1093, Weston Lakes, Tx. 77441 Thursday, July 2, 2020 at 6:00 pm

1. **Call to Order.** The Special City Council Meeting was called to order at 6:00 pm on Thursday, July 2, 2020, by Mayor Ramona Neal. A quorum was present.

Council Members Present:

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

City of Weston Lakes Staff Present:

City Secretary, Jenni McJunkin

Absent:

Alderman Ted Case

Public Present:

See attachment .

2. **Invocation.** Alderman Trent Thomas led the Council in the Invocation.
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 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.” Jo Gilbert and Cheryl Stalinsky spoke.
4. **Consider and take approving the CARES Act Budget established by the Weston Lakes CARES Act Advisory committee. The committee is overseen by the Mayor of Weston Lakes, Ramona Neal and chaired by Alderman Ted Case, Jr., Earlene Hopkins, Melissa Blanscet, Donna Rodgers and Patrick Geiger. Mayor to obtain a permit for bulk mailing for the City of Weston Lakes.**

City OF WL Expenditure Category	Budget
Rent/Mortgage/Utilities Asst	\$120,000
Signage/Mailings	\$3,000
Technology/Software	\$10,000
Special Needs Support	\$10,000
Education	\$4,000

Testing	\$1,000
Small Business Grants - TBD	\$0
Emergency Management	\$12,500
Council Requested Purchases	\$10,000
Contingency/Reserves	\$39,600
Total	\$210,100

Motion made by Mayor Pro Tem Linda Harnist to approve the CARES Act Budget established by the Weston Lakes CARES Act Advisory committee. The committee is overseen by the Mayor of Weston Lakes, Ramona Neal and chaired by Alderman Ted Case, Jr., Earlene Hopkins, Melissa Blanscet, Donna Rodgers and Patrick Geiger. Mayor to obtain a permit for bulk mailing for the City of Weston Lakes.

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Seconded by Alderman Denis DeLuca.

Ayes: All

Noes: None

MOTION PASSED

- Approve the Mayor to hire Sarah M. Simmons for training as specified by the CARES Act to teach classes and prepare handouts for citizens of Weston Lakes who may need help, due to COVID-19, learning how to use Zoom, order groceries, O365, etc. Pay is to be \$60.00/hour, her normal tutoring rate for skilled teacher. Will teach three one-hour classes per day, as many times as needed up to five classes. Will provide an afternoon of training on apps up to five times. COVID-19 training funds to pay Sarah and hiring is only for this training. This will be done with a 1099 and not be an employee of the City. Funds from the Education line of the Weston Lakes CARES Act Budget.** Motion made by Alderman Trent Thomas to approve the Mayor to hire Sarah M. Simmons for training as specified by the CARES Act to teach classes and prepare handouts for citizens of Weston Lakes who may need help, due to COVID-19, learning how to use Zoom, order groceries, O365, etc. Pay is to be \$60.00/hour, her normal tutoring rate for skilled teacher. Will teach three one-hour classes per day, as many times as needed up to five classes. Will provide an afternoon of training on apps up to five times. COVID-19 training funds to pay Sarah and hiring is

only for this training. This will be done with a 1099 and not be an employee of the City. Funds from the Education line of the Weston Lakes CARES Act Budget. Seconded by Alderman Bill Ragle.

Ayes: All
Noes: None
MOTION PASSED

6. **Discuss and take action on use of FEMA Public Assistance (FEMA PA) funds as it corresponds to CARES Act funds. New information from Department of Treasury: CARES Act funding can be matched with funds under FEMA PA. This is a 75% match. Our portion of funds is 210,100. With this matched money if we were eligible for the full amount it could bring our available funds to \$157,575 + 210,100 = \$367,675. All funding and receipts/invoicing will still go through the county auditor's office for reimbursement.** Tabled

7. **Consider and take action on Emergency Management Administrative Assistant job description, 16 hours weekly that may exceed as needed: by project deadline/activation/initial set-up, and all pertinent criteria pertaining to the hiring of this position.** Motion made by Mayor Pro Tem Linda Harnist on Emergency Management Administrative Assistant job description, 16 hours weekly that may exceed as needed: by project deadline/activation/initial set-up, and all pertinent criteria pertaining to the hiring of this position. Seconded by Alderman Bill Ragle.
Ayes: All
Noes: None
MOTION PASSED

8. **Consider and take action on advertising for hiring a new Emergency Management Administrative Assistant. Use funds from Legal Notices line item on budget to pay for advertisement.** Motion made by Alderman Bill Ragle to advertise for hiring a new Emergency Management Administrative Assistant in the Fort Bend Herald. Use funds from Legal Notices line item on budget to pay for advertisement. Seconded by Alderman Denis DeLuca.
Ayes: All
Noes: None
MOTION PASSED

9. **Consider and take action on Mayor conducting interviews of applicants for Emergency Management Administrative Assistant.** Motion made by Mayor Pro Tem Linda Harnist for Mayor conducting interviews of applicants for Emergency Management Administrative Assistant, along with two Council Members, Mayor Pro Tem Linda Harnist and Alderman Bill Ragle. Seconded by Alderman Denis DeLuca.
Ayes: All
Noes: None
MOTION PASSED

10. Mayor's comments.

11. Consider and take action on Adjournment. Motion made by Alderman Trent Thomas for adjournment. Seconded by Alderman Bill Ragle.

MEETING ADJOURNED AT 6:31

Respectfully submitted,

Ramona Neal
Mayor,
City of Weston Lakes

Jenni McJunkin
City Secretary,
City of Weston Lakes