

**City Council:**

Stephen Mensing-Mayor  
Paul Groos- Place 1-Mayor Pro Tem  
Richard Dillman-Place 2  
Kent Merritt- Place 3  
Heather Moon-Whinnery- Place 4  
Mike Eubank-Place 5

Neal Wendele-City Manager  
Julie Lunsford-City Secretary  
Ryan Rutledge-Chief of Police  
Philip Boedeker-City Attorney



## **NOTICE OF PUBLIC MEETING OF THE TODD MISSION CITY COUNCIL**

---

### **AGENDA**

#### **REGULAR CITY COUNCIL MEETING**

**November 13, 2025 2:00 P.M.**

TODD MISSION CITY HALL  
21718FM 1774, TODDMISSION, TX 77363

---

#### **PUBLIC PARTICIPATION BY TELEPHONE**

The City of Todd Mission City Council will conduct the regular meeting scheduled at **2:00 P.M. on Thursday, the 13th day of November, 2025 at City of Todd Mission, Texas** City Hall. The public is encouraged to offer public comments in person or telephonically as provided by the agenda and as permitted by the presiding officer during the meeting. A recording of the telephonic meeting will be made and will be available to the public upon written request.

The toll-free dial-in number to participate in the meeting telephonically is:  
**1-346-248-7799; Access Code 958-741-5166**

If City Councilmembers are going to appear by video conference a quorum must be present.

#### **NOTICE OF MEETING BY VIDEO CONFERENCE**

The City of Todd Mission City Council will conduct the regular meeting scheduled at **2:00 P.M. on Thursday, the 13th day of November, 2025 at City of Todd Mission, Texas** City Hall, by videoconference in addition to allowing in person attendance. A quorum of the City Council will be physically present at Todd Mission City Hall. The public may participate in the City Council meeting by using the following information:

To attend the meeting virtually, please click the following link <https://zoom.us/j/9587415166> , Meeting ID: 958 741 5166. If you prefer to calling, please dial +1 346 248 7799 US (Houston) and enter Meeting ID

Meeting ID: 958 741 5166.

If you have any questions during the public comments section of the meeting, please email them to [ntwendele@toddmissiontx.gov](mailto:ntwendele@toddmissiontx.gov) or text 936-218-6900. Please ensure to provide your full name and home address.

Any person interested in speaking on any item on the agenda or during public comments must submit his/her request via email to the City Secretary at [jlunsford@toddmissiontx.gov](mailto:jlunsford@toddmissiontx.gov). The request must include the speaker's name, address, the phone number that will be for the call (in order to identify you) and the agenda item number, if applicable, and **must** be received prior to the posted time of the meeting.

1. CALL MEETING TO ORDER
  - a. PLEDGE
2. ROLL CALL AND CERTIFICATION OF QUORUM
3. OPEN PUBLIC COMMENTS, REQUESTS OR PETITIONS
4. CLOSE PUBLIC COMMENTS, REQUESTS OR PETITIONS
5. PUBLIC ANNOUNCEMENTS AND PRESENTATION- Present Awards for Community Excellence
6. CONSENT AGENDA - This portion of the agenda consists of items considered routine and can be enacted by one motion unless separate discussion is requested by a member of City Council or a citizen.
  - a. CONSIDERATION – APPROVAL OF MINUTES Consideration and possible action to approve the meeting minutes from October 28, 2025.
7. POLICE REPORT– Chief update on Police Department actions in the past month.
8. ADMINISTRATION – City Manager-Neal Wendele
  - a. Financial Update, including Investments, CDBG Projects / Grants, issued checks
  - b. Projects Update: Ambulance Station
  - c. Legislative Update / County relations
  - d. Construction Report/ Flood Maps
  - e. Renaissance Festival Update
  - f. Upcoming Events
  - g. Council shirts and cards

9. FOR CONSIDERATION AND POSSIBLE ACTION- PUBLIC HEARING – Receive comments from the public regarding proposed amendments to the City’s building and rehabilitation codes, including:
  - a. An Ordinance amending Ordinance No. 2020-010 to update the residential building code to the 2018 International Residential Code (IRC); and
  - b. An Ordinance amending Ordinance No. 2020-011 to update the commercial building codes to the 2018 International Building Code (IBC) and the 2017 National Electrical Code (NEC).
10. FOR CONSIDERATION AND POSSIBLE ACTION – An Ordinance amending Ordinance No. 2020-010 to update the residential building code to the 2018 International Residential Code (IRC) for the construction, alteration, remodeling, enlargement, and repairs of residential structures within the City of Todd Mission; providing definitions; adopting minimum standards pursuant to Chapters 214 and 54 of the Texas Local Government Code; providing for enforcement by city employees or independent contractors; providing a penalty not to exceed \$2,000.00 for each violation, with each day constituting a separate violation; providing for appeals to the City Council; providing for severability; and providing an effective date.
11. FOR CONSIDERATION AND POSSIBLE ACTION- An Ordinance amending Ordinance No. 2020-011 to update the commercial building codes to the 2018 International Building Code (IBC) and the 2017 National Electrical Code (NEC) for the construction, alteration, remodeling, enlargement, and repairs of commercial buildings within the City of Todd Mission; providing definitions; adopting minimum standards pursuant to Chapters 214 and 54 of the Texas Local Government Code; maintaining the requirement for an annual business registration fee of \$125.00; providing for enforcement by city employees or independent contractors; providing a penalty not to exceed \$2,000.00 for each violation, with each day constituting a separate violation; providing for appeals to the City Council; providing for severability; and providing an effective date.

12. FOR CONSIDERATION AND POSSIBLE ACTION- PUBLIC HEARING – Receive comments from the public regarding proposed amendments to the City’s subdivision regulations, including:
  - a. An Ordinance amending Ordinance No. 2022-04 to update the City’s subdivision regulations by adopting the Grimes County Infrastructure Regulations, as adopted by the Grimes County Commissioners’ Court on June 18, 2025, in order to provide for the orderly, safe, and healthful development of the area within the City and within the extraterritorial jurisdiction of the City; amending the Code of Ordinances by replacing City of Todd Mission Ordinance Number 1; providing for an effective date; providing a penalty in an amount not to exceed \$2,000.00; and providing for severability.
13. FOR CONSIDERATION AND POSSIBLE ACTION- An Ordinance amending Ordinance No. 2022-04 to update the City’s subdivision regulations by adopting the Grimes County Infrastructure Regulations, as adopted by the Grimes County Commissioners’ Court on June 18, 2025, in order to provide for the orderly, safe, and healthful development of the area within the City and within the extraterritorial jurisdiction of the City; amending the Code of Ordinances by replacing City of Todd Mission Ordinance Number 1; providing for an effective date; providing a penalty in an amount not to exceed \$2,000.00; and providing for severability.
14. FOR CONSIDERATION AND POSSIBLE ACTION- PUBLIC HEARING – Receive comments from the public regarding proposed amendments to the City’s fee schedule for residential building and construction costs, including:
  - a. An Ordinance amending Ordinance No. 2023-003 to revise fees, including increasing the reinspection fee to \$100.00
15. FOR CONSIDERATION AND POSSIBLE ACTION- An Ordinance amending Ordinance No. 2023-003 to revise the residential building and construction costs, including increasing the reinspection fee to \$100.00 across all sections; providing for an effective date; and providing for severability.
16. FOR CONSIDERATION AND POSSIBLE ACTION- Presentation by Community Development Director on two example properties for code enforcement; recognition of her recent certification as a Code Enforcement Officer; and Council direction to staff regarding desired level of code enforcement activity.

17. FOR CONSIDERATION AND POSSIBLE ACTION – Approval of the Mutual Aid Agreement for Complex Emergency Response and Investigation Planning with the Texas Department of Public Safety, Grimes County Sheriff's Office, and other local governmental entities employing first responders, as mandated by Texas Government Code Section 772.013, to establish procedures for the provision of resources, personnel, facilities, equipment, and supplies in response to active attack incidents at primary and secondary school facilities in Grimes County; authorizing the Mayor or City Manager to execute the agreement on behalf of the City.
18. FOR CONSIDERATION AND POSSIBLE ACTION – Approve purchase and installation of floodplain warning signs and burn-ban status signs, and authorize the City Manager to spend up to \$2,500 for materials and labor.
19. FOR CONSIDERATION AND POSSIBLE ACTION – Discussion on potential community uses for the Mission Building, including the possibility of partnering with a nonprofit organization to establish a food pantry.
20. FOR CONSIDERATION AND POSSIBLE ACTION -Purchase of zero turn mower for the city.
21. FOR CONSIDERATION AND POSSIBLE ACTION -Discussion on adopting a Council Code of Ethics and Procedures, including agenda-setting requirements, standards of conduct, censure process, and policy on distribution of meeting recordings.
22. FOR CONSIDERATION AND POSSIBLE ACTION- A Resolution prohibiting outdoor burning if necessary (Burn Ban).
23. FOR CONSIDERATION AND POSSIBLE ACTION- Agenda items requests for the next Council Meeting.

24. ADJOURN-

The City Council of the City of Todd Mission, Texas, reserves the right to adjourn into Executive Session at any time during this meeting to discuss any of the matters listed above as authorized by Chapter 551, of the Texas Government Code:

§551.071(Consultation with Attorney), §551.072 (Deliberations about Real Property), §551.073 (Deliberations about Gifts and Donations), §551.074 (Personnel Matters; to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee.), §551.076 (Deliberations about Security Devices or Personnel), and §551.087 (Deliberation about Economic Development Negotiations).

CERTIFICATION OF AGENDA POSTING I, the undersigned authority, do hereby certify that this "Notice of Regular Meeting" was posted on the bulletin board of City Hall located at 21718 FM 1774, Todd Mission, Texas 77363 on Friday, November 7, 2025 and remained so posted continuously for three full business days preceding the scheduled time of said meeting.

---

Julie Lunsford, City Secretary