

**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
September 22, 2020**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, September 22, 2020, at City Hall, #1 Hunters Creek Place, Hunters Creek Village, Texas. Members of the public were invited to attend the meeting in person or by video or audio conference.

Present:	Mayor:	Jim Pappas
	Councilmembers:	Stuart Marks Ken Spalding Chip Cowell Jay Carlton Fidel Sapien
	City Attorney:	John Hightower
	City Administrator:	Tom Fullen
	Assistant to City Secretary:	Jennifer Namie (by teleconference)
	City Engineer:	Steve Byington

With a quorum of the Council Members present, Mayor Jim Pappas called the meeting to order at 6:00 p.m. followed by the pledge of allegiance led by Memorial Villages Fire Chief David Foster.

PUBLIC COMMENTS *At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquires about a subject that is not specifically identified on the agenda, a member of council or a staff member may only respond by giving a statement of specific factual information or by reciting existing policy. The City Council may not deliberate or vote on the matter.*

Attorney Scott Porsche addressed Council regarding allegations of misconduct by Commander Jones of the Memorial Villages Police Department.

REPORTS

Treasurer: City Administrator Tom Fullen , presented the financial report and gave a brief summary.

Police Commission: Steve Reichel , Police Commissioner, presented the police department report.

Fire Commission: Councilman Jay Carlton presented the fire department report and Fire Chief David Foster reported on the progress and budget of the fire station remodel.

Building Official: James Stewart, City Building Official, gave a brief summary of the building report.

City Engineer: Steve Byington, City Engineer, reported on the following public work projects:

- a. 2020 Outfall Replacement – Outfall #32(River Glyn Drive)
 1. Final clean up and landscaping are complete.
 2. Project is closed out.
- b. Voss at Second Baptist
 1. City of Houston has a preliminary plan and expects to complete construction within one month.
- c. Beinhorn and Voss – Traffic Signal Reconstruction
 1. Reviewing submittals from contractor.
 2. Poles are estimated to arrive January 2021.
 3. Contract amount is \$329,078.87.
- d. CCTV Phase II
 1. Incorporating data into GIS database.
 2. Preparing recommendations for storm sewer repair.
- e. 2020 Street Maintenance – Memorial Drive
 1. Construction plans are prepared and ready for advertisement.
 2. Project to be advertised Wednesday, September 23, 2020.
 3. Project Bid Opening is Friday, October 16, 2020

CONSENT AGENDA

1. Approval of the Minutes of the Regular Meeting on August 25, 2020.
2. Approval of the Cash Disbursement Journal for August, 2020.

A motion was made by Councilman Stuart Marks and a seconded by Councilman Ken Spalding to approve the Minutes of the Regular Meeting on August 25, 2020 replacing Fidel Sapien's vote with Stuart Marks' vote due to Fidel Sapien's absence at the August meeting. The vote to approve the motion was unanimous.

A motion was made by Councilman Stuart Marks and a seconded by Councilman Ken Spalding to approve the Cash Disbursement Journal for August 2020. The vote to approve the motion was unanimous.

REGULAR AGENDA

1. Discussion and possible action to authorize a contract with FE Solutions to upgrade the AV System in Council Chambers for which the City would be reimbursed with funds from the CARES Act.

A motion was made by Councilman Fidel Sapien to authorize a contract with FE Solutions in the amount of \$11,426.40 to upgrade the AV System in Council Chambers for which the City would be reimbursed with funds from the CARES Act. Councilman Stuart Marks seconded. The vote to approve the motion was unanimous.

2. Discussion and possible action to appoint the City Administrator as the Acting City Secretary.

A motion was made by Councilman Ken Spalding to appoint City Administrator Tom Fullen as the Acting City Secretary. Councilman Stuart Marks seconded. The vote to approve the motion was unanimous.

3. Discussion and possible action to consider the appointment of members to the Planning and Zoning Commission, Board of Adjustment, Fire Commission and Police Commission.

A motion was made by Councilman Chip Cowell to appoint Josh Pratt to fill Alternate Position 6, Kelly Samosa to Position 1 on Board itself and John Bragg to Position 5 of Board itself. Councilman Ken Spalding seconded. The vote to approve the motion was unanimous.

4. Discussion and possible action to assess the progress of construction and consider a request for an additional extension of building permit 201600635, which originally expired on December 1, 2019 and authorized construction at 10802 Hunters Forest Drive, and setting the fees and conditions for the extension.

A motion was made by Councilman Ken Spalding to grant a 5 month extension for the amount of \$7,707.60. Councilman Jay Carlton seconded. The vote to approve the motion was unanimous.

EXECUTIVE SESSION It is anticipated that all, or a portion of the discussion of the following items, if any, will be conducted in closed executive session under authority of the Texas Open Meetings Act. However, no action will be taken on these items until the City Council reconvenes in open session.

At: 7:02 p.m. the Mayor announced that the City Council was recessing into closed executive session under the personnel and legal advice exceptions.

Deliberations concerning the duties and work assignments of the City Administrator and other City Hall staff after the resignation of the city secretary. (§ 551.074 Personnel Matters).

RECONVENE into Open Session and consider action, if any, on items discussed in Executive Session.

At 7:26 p.m. the City Council reconvened in open session. No action was taken during the closed executive session.

ADJOURNMENT

At 7:30 p.m. a motion was made by and seconded by Councilman Ken Spalding to adjourn the meeting. The vote to approve the motion was unanimous.

The meeting was adjourned at 7:30 p.m.

These minutes were approved on the 27th day of October, 2020.

 /s/
Jim Pappas, Mayor

ATTEST:

 /s/
Tom Fullen, City Administrator
Acting City Secretary