

**CITY OF HUNTERS CREEK VILLAGE, TEXAS  
MINUTES OF THE REGULAR  
CITY COUNCIL MEETING  
January 25, 2022**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, January 25, 2022, at 6:00 p.m., at #1 Hunters Creek Place, Hunters Creek Village, Texas. Members of the public were invited to attend the meeting in person.

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Present:	Mayor:	Jim Pappas
	Councilmembers:	Stuart Marks Fidel Sapien Chip Cowell Jay Carlton
	City Administrator:	Tom Fullen
	City Attorney:	John Hightower
	Assistant to the City Secretary:	Jennifer Namie

- A. Call to order and the roll of elected and appointed officers will be taken.

**With a quorum of the Council Members present, Mayor Jim Pappas called the meeting to order at 6:02 p.m.**

- B. **Chief Foster led Pledge of Allegiance followed by a brief prayer by Mayor Pappas.**
- C. 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 inquiries 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.*

**There were no public comments.**

D. REPORTS

1. City Treasurer Monthly Report - **Tom Fullen, City Administrator presented this report.**
2. Police Commissioner Monthly Report – **Steve Reichel, Police Commissioner, presented this report along with Chief Schultz.**
3. Fire Commissioner Monthly Report - **Jay Carlton, Fire Commission Liaison, presented this report along with Chief Foster.**
4. Building Official Monthly Report – **Tom Fullen, City Administrator, presented this report.**

5. City Engineer Monthly Report – Tom Fullen, City Administrator, **presented this report.**
6. City Administrator Report – Tom Fullen, City Administrator, **presented this report.**
7. Mayor and Council Reports and Comments

E. CONSENT AGENDA *The following items are considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion on these items unless a Councilmember requests, in which event, the item will be removed from the general order of business and considered in its normal sequence on the agenda.*

1. Approval of the Minutes of the Regular Meeting on December 7, 2021.
2. Approval of the Cash Disbursement Journal for December 2021.

**Councilmember Marks made a motion to approve the Consent Agenda. Councilmember Sapien seconded the motion and the motion carried unanimously.**

F. REGULAR AGENDA

1. Discussion and possible action to approve Anita Broderick James as an associate municipal court prosecutor.

**Councilmember Sapien made a motion to approve Anita Broderick James as an associate municipal court prosecutor. Councilmember Cowell seconded the motion and the motion carried unanimously.**

2. Discussion and possible action to approve an amendment to the Interlocal Agreement for Fire and Emergency Services between the cities of Bunker Hill Village, Texas, Hilshire Village, Texas, Hedwig Village, Texas, Hunters Creek Village, Texas, Piney Point Village, Texas and Spring Valley Village, Texas and the Village Fire Department dated October 2019 as part of the process of allowing the City of Bunker Hill Village to rejoin the Department as a full member.

**Councilmember Sapien made a motion to approve an amendment to the Interlocal Agreement for Fire and Emergency Services between the cities of Bunker Hill Village, Texas, Hilshire Village, Texas, Hedwig Village, Texas, Hunters Creek Village, Texas, Piney Point Village, Texas and Spring Valley Village, Texas and the Village Fire Department dated October 2019 as part of the process of allowing the City of Bunker Hill Village to rejoin the Department as a full member. Councilmember Carlton seconded the motion and the motion carried unanimously.**

Public hearing, discussion and possible action to adopt an ordinance amending Chapter 10, Building Regulations, of the Code of Ordinances by adopting the 2021 editions of the following International codes, as published by the International Code Council: Fire, Building, Residential, Property Maintenance, Plumbing, Energy Conservation, Mechanical, Fuel Gas, Existing Building, Swimming Pool and Spa; adopting the 2020 edition of the National Electrical Code, as published by the National Fire Protection Association; adopting local amendments to the adopted codes; amending the city's flood prevention regulations; providing a penalty not to exceed \$2,000 per day per occurrence; providing an effective date; and making other provisions related to the subject.

**Mayor Pappas opened the public hearing at 7:06 p.m.**

**There were no public comments.**

**Mayor Pappas closed the public hearing at 7:06 p.m.**

**Councilmember Cowell made a motion to adopt an ordinance amending Chapter 10, Building Regulations, of the Code of Ordinances by adopting the 2021 editions of the following International codes, as published by the International Code Council: Fire, Building, Residential, Property Maintenance, Plumbing, Energy Conservation, Mechanical, Fuel Gas, Existing Building, Swimming Pool and Spa; adopting the 2020 edition of the National Electrical Code, as published by the National Fire Protection Association; adopting local amendments to the adopted codes; amending the city's flood prevention regulations; providing a penalty not to exceed \$2,000 per day per occurrence; providing an effective date; and making other provisions related to the subject. Councilmember Marks seconded the motion and the motion carried unanimously.**

4. Discussion and possible action to approve an Ordinance of the City of Hunters Creek Village, Texas, providing for the holding of a General Election on May 7, 2022, for the purpose of electing three (3) Council Members (Position Nos. 1, 2, and 3); and providing details relating to the holding of the election.

**Councilmember Cowell made a motion to approve an Ordinance of the City of Hunters Creek Village, Texas, providing for the holding of a General Election on May 7, 2022, for the purpose of electing three (3) Council Members (Position Nos. 1, 2, and 3); and**

providing details relating to the holding of the election. Councilmember Carlton seconded the motion and the motion carried unanimously.

5. Discussion and possible action to abandon a drainage easement on the rear of the property at 601 Wellesley Drive.

**Councilmember Sapien made a motion to abandon a drainage easement on the rear side of the property at 601 Wellesley Drive and to authorize the Mayor to sign the necessary instruments. Councilmember Carlton seconded the motion and the motion carried unanimously.**

6. Discussion and possible action to approve Amendment No. 70 to the engineering contract with Cobb Fendley in the amount of \$55,250.00 for Engineering Services associated with the Kuhlman Road Reconstruction Project.

**Councilmember Cowell made a motion to approve Amendment No. 70 to the engineering contract with Cobb Fendley in the amount of \$55,250.00 for Engineering Services associated with the Kuhlman Road Reconstruction Project. Councilmember Marks seconded the motion and the motion carried unanimously.**

- G. 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.

**Council convened into Executive Session at 7:17 p.m.**

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

**Council reconvened into Open Session at 7:45 p.m.**

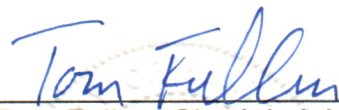
- I. ADJOURNMENT

**At 7:45 p.m., a motion was made and seconded to adjourn. The motion carried unanimously. The meeting adjourned at 7:45 p.m.**

These minutes were approved on the 22nd day of February 2022.

  
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Jim Pappas, Mayor

ATTEST:

  
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Tom Fullen, City Administrator  
Acting City Secretary

