

**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
January 24, 2023**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, January 24, 2023, 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.

Present:	Mayor:	Jim Pappas
	Councilmembers:	Stuart Marks [via teleconference] Linda Knox Chip Cowell Jay Carlton
	City Administrator:	Tom Fullen
	Building Official:	Henry Rivas
	City Engineer:	Steve Byington
	City Attorney:	Tom Ramsey
	Assistant to the City Secretary:	Jessica Pierce

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

With a quorum of the Council Members present, Mayor Pappas called the meeting to order at 6:00 p.m.

- B. **Grayson Hilburn led the Pledge of Allegiance followed by a 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.*

No Public Comments.

- D. REPORTS

1. City Treasurer Monthly Report - **Tom Fullen, City Administrator presented this report.**
2. Police Commissioner Monthly Report – **Ray Schultz, Police Chief presented this report.**

3. Fire Commissioner Monthly Report – **Rob Adams, Fire Commissioner presented this report.**
4. Building Official Monthly Report – **Henry Rivas, Building Official, presented this report.**
5. City Engineer Monthly Report – **Steve Byington, City Engineer, presented this report.**
6. City Administrator Report – **No Report.**
7. Mayor and Council Reports and Comments – **No Report.**

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 6, 2022.
2. Approval of the Cash Disbursement Journal for November 2022.
3. Approval of the Cash Disbursement Journal for December 2022.

Councilmember Cowell made a motion to approve the Consent Agenda. Councilmember Knox seconded the motion and the motion carried unanimously.

F. REGULAR AGENDA

1. Discussion and possible action to approve an ordinance granting a specific use permit to the First Congregational Church to allow the reconfiguration of the Church's primary sign structure.

This item was tabled until next meeting.

2. Discussion and possible action to approve a 3-month extension for remodel permit 201900352 at 10841 Beinhorn Rd / 771 Pifer Rd.

Councilmember Carlton made a motion to approve a 3-month extension for remodel permit 201900352 at 10841 Beinhorn Rd / 771 Pifer Rd. Councilmember Cowell seconded the motion and the motion carried unanimously.

3. Discussion and possible action to approve a 3-month extension for remodel permit 202100111 at 517 Wellesley Dr.

Councilmember Carlton made a motion to approve a 6-month extension for remodel permit 202100111 at 517 Wellesley Dr. Councilmember Cowell seconded the motion and the motion carried unanimously.

4. Discussion and possible action to approve an amendment to the Memorial Village Police Department 2022 Budget to reclassify budget line items.

Councilmember Cowell made a motion to approve an amendment to the Memorial Village Police Department 2022 Budget to reclassify budget line items. Councilmember Knox seconded the motion and the motion carried unanimously.

5. Discussion and possible action regarding the City's 2023 Arbor Day program.

Councilmember Cowell made a motion to approve the City's 2023 Arbor Day program. Councilmember Carlton seconded the motion and the motion carried unanimously.

6. Discussion and possible action to approve the purchase and planting of trees by Bill Bownds Nursery in the amount of \$15,040 on the north side of Beinhorn by Elementary School.

Councilmember Knox made a motion to approve the purchase and planting of trees by Bill Bownds Nursery in the amount of \$15,040 on the north side of Beinhorn by Elementary School. Councilmember Cowell seconded the motion and the motion carried unanimously.

7. Discussion and possible action to approve an amendment to the City's 2022 budget in the amount of \$37,306.98 for Esplanade Beautification Expenditures.

Councilmember Knox made a motion to approve an amendment to the City's 2022 budget in the amount of \$37,306.98 for Esplanade Beautification Expenditures. Councilmember Carlton seconded the motion and the motion carried unanimously.

8. Discussion and possible action to approve Change Order #1 to reduce the contract with J Rivas Construction, LLC for the Hunters Grove Lane Reconstruction in the amount of (\$85,893.00).

Councilmember Carlton made a motion to approve Change Order #1 to reduce the contract with J Rivas Construction, LLC for the Hunters

Grove Lane Reconstruction in the amount of (\$85,893.00). Councilmember Cowell seconded the motion and the motion carried unanimously.

9. Discussion and possible action to approve Change Order #1 to reduce the contract with Turner Paving & Construction – (Close Out) for the Kuhlman Road Reconstruction in the amount of (\$43,242.00).

Councilmember Carlton made a motion to approve Change Order #1 to reduce the contract with Turner Paving & Construction – (Close Out) for the Kuhlman Road Reconstruction in the amount of (\$43,242.00). Councilmember Knox seconded the motion and the motion carried unanimously.

10. Discussion and possible action to approve an Ordinance of the City of Hunters Creek Village, Texas, ordering the holding of a General Election on May 6, 2023, for the purpose of electing three City Council Members (Mayor, Positions No. 4 and 5), for two-year terms; providing for the election to be held as a joint election with the Spring Branch Independent School District; providing for the use of direct recording voting devices; providing for early voting hours; providing an effective date; and making other provisions related to the subject.

Councilmember Carlton made a motion to approve an Ordinance of the City of Hunters Creek Village, Texas, ordering the holding of a General Election on May 6, 2023, for the purpose of electing three City Council Members (Mayor, Positions No. 4 and 5), for two-year terms; providing for the election to be held as a joint election with the Spring Branch Independent School District; providing for the use of direct recording voting devices; providing for early voting hours; providing an effective date; and making other provisions related to the subject. Councilmember Knox seconded the motion and the motion carried unanimously.

11. Discussion and possible action to adopt a resolution of the City of Hunters Creek Village, Texas: confirming that, the City Council has reviewed the City's Investment Policy and investment strategies; and making other provisions related to the subject.

Councilmember Marks made a motion to adopt a resolution of the City of Hunters Creek Village, Texas: confirming that, the City Council has reviewed the City's Investment Policy and investment strategies; and making other provisions related to the subject. Councilmember Knox 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.
- H. RECONVENE into Open Session and consider action, if any, on items discussed in Executive Session.
- I. ADJOURNMENT

At 7:16 p.m., Councilmember Carlton made a motion to adjourn. Councilmember Marks seconded the motion and the motion carried unanimously. The meeting adjourned at 7:16 p.m.

These minutes were approved on the 28th day of February, 2023.

Jim Pappas, Mayor

ATTEST:



Tom Fullen, City Administrator
Acting City Secretary

