

**CITY OF HUNTERS CREEK VILLAGE, TEXAS  
MINUTES OF THE REGULAR  
CITY COUNCIL MEETING  
May 23, 2023**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, May 23, 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.

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Present:	Mayor:	Jim Pappas
	Councilmembers:	Fidel Sapien [via teleconference] Stuart Marks Linda Knox Chip Cowell
	City Administrator:	Tom Fullen
	Building Official:	Henry Rivas
	City Attorney:	Scott Bounds
	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 6:02 p.m.**

- B. **Ken Spalding 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.*

**Jennifer Finch spoke on the ongoing building maintenance issues at Spring Branch Library.**

- D. REPORTS

1. City Treasurer Monthly Report - **Tom Fullen, City Administrator presented this report.**
2. Police Commissioner Monthly Report – **Officer Baker presented this report.**
3. Fire Commissioner Monthly Report – **Howard Miller, Fire Chief presented this report.**

4. Building Official Monthly Report – **Henry Rivas, Building Official, presented this report.**
5. City Engineer Monthly Report – **Tom Fullen, City Administrator, presented this report.**
6. City Administrator Report – **No Report.**
7. Mayor and Council Reports and Comments – **Mayor spoke on the esplanade beautification on Voss. Councilmembers Cowell and Marks spoke on SB 1787.**

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 April 25, 2023.
2. Approval of the Cash Disbursement Journal for April 2023.
3. Approval of the 2023 1<sup>st</sup> Quarterly Investment Report.

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

F. REGULAR AGENDA

1. Discussion and possible action to approve the renewal of the City's State of Texas Cooperative Purchasing Program (CO-OP) membership.

**Councilmember Cowell made a motion to approve the renewal of the City's State of Texas Cooperative Purchasing Program (CO-OP) membership. Councilmember Marks seconded the motion and the motion carried unanimously.**

2. Discussion and possible action to approve the agreement between Hunters Creek Village and Spring Branch School District to assess and collect ad valorem taxes.

**Councilmember Knox made a motion to approve the agreement between Hunters Creek Village and Spring Branch School District to assess and collect ad valorem taxes. Councilmember Marks seconded the motion and the motion carried unanimously.**

3. Discussion and possible action to approve the Memorial Village Police Departments 2024 Budget.

***Item taken out of order.***

**Councilmember Cowell made a motion to approve the Memorial Village Police Departments 2024 Budget. Councilmember Marks seconded the motion and the motion carried unanimously.**

4. Discussion and possible action to approve the Memorial Village Police Departments 2022 Audit.

***Item taken out of order.***

**Councilmember Knox made a motion to approve the Memorial Village Police Departments 2022 Audit. Councilmember Cowell seconded the motion and the motion carried unanimously.**

5. Discussion and possible action to approve an amendment to the Village Fire Department's 2023 budget in the amount of \$184,000 for roof retrofit with Hunters Creek Village portion being \$40,940.

**Councilmember Marks made a motion to approve an amendment to the Village Fire Department's 2023 budget in the amount of \$184,000 for roof retrofit with Hunters Creek Village portion being \$40,940. Councilmember Cowell seconded the motion and the motion carried unanimously.**

6. Discussion and possible action to schedule a Budget Workshop date for the City's 2024 Budget.

**Councilmember Cowell made a motion to schedule the Budget Workshop for June 27, 2023 at 4pm. Councilmember Marks seconded the motion and the motion carried unanimously.**

I. ADJOURNMENT

**At 7:35 p.m., Councilmember Knox made a motion to adjourn. Councilmember Sapien seconded the motion and the motion carried unanimously. The meeting adjourned at 7:35 p.m.**

These minutes were approved on the 27th day of June, 2023.

  
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Jim Pappas, Mayor

ATTEST:

  
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Tom Fullen, City Administrator  
Acting City Secretary

