

**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
January 23, 2024**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, January 23, 2024, 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 Fidel Sapien Linda Knox Chip Cowell Jay Carlton
	City Administrator:	Tom Fullen
	City Engineer:	Steve Byington
	Building Official:	Henry Rivas
	City Attorney:	Tim Kirwin
	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 6:01 p.m.

- B. **Rob Adams 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 Comments.

E. 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.**



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 – **Steve Byington, City Engineer, presented this report.**
6. City Administrator Report – **No Report.**
7. Mayor and Council Reports and Comments – **No Report.**

F. 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 5, 2023.
2. Approval of the Cash Disbursement Journal for December 2023.
3. Approval of the renewal with Harris County Sheriff's Office for housing city prisoners effective January 1, 2024.

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

Add item taken out of order.

G. REGULAR AGENDA

1. Discussion and possible action to approve an ordinance of the City of Hunters Creek Village, Texas for Timothy Kirwin of Kirwin Law Firm, PLLC to be appointed the City Attorney.

Item taken out of order.

Council convened into closed executive session. After Council reconvened into open session, an action was made.

Councilmember Marks made a motion to approve an ordinance of the City of Hunters Creek Village, Texas for Timothy Kirwin of Kirwin Law Firm, PLLC to be appointed the City Attorney. Councilmember Knox seconded the motion and the motion carried unanimously.

2. 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 4, 2024, 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.

Item taken out of order.

Councilmember Knox 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 4, 2024, 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.

3. 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.

Item taken out of order.

Item was tabled to next month.

4. Discussion and possible action to approve an ordinance amending chapter 26 of the code of ordinances of the City of Hunters Creek Village to prohibit the discharge of firearms within the city and to provide an exception for police officers and public officials as necessary to carry out their official duties; providing an effective date; providing a penalty of up to \$500 for each offense; and making other provisions related to the subject.

Item taken out of order.

Item was tabled to next month.

5. Discussion and possible action regarding the City's 2024 Arbor Day program.

Item taken out of order.

Councilmember Cowell made a motion to approve the City's 2024 Arbor Day program. Councilmember Marks seconded the motion and the motion carried unanimously.

6. Discussion and possible action to approve an extension for remodel permit 202100216 at 10802 Oak Hollow St.



Item taken out of order.

Councilmember Marks made a motion to approve a 2-month extension at a reduced fee for remodel permit 202100216 at 10802 Oak Hollow St. Councilmember Knox seconded the motion and the motion carried unanimously.

7. Discussion and possible action to approve an extension for new residence permit 202100314 at 2 Bridlewood Ct.

Item taken out of order.

Councilmember Cowell made a motion to approve a 6-month extension at \$ 4,623.60 for new residence permit 202100314 at 2 Bridlewood Ct. Councilmember Sapien seconded the motion and the motion carried unanimously.

8. Discussion and possible action to approve a partial refund for permit 202100111 at 517 Wellesley Dr.

Item taken out of order.

Councilmember Knox made a motion to approve a partial refund for permit 202100111 at 517 Wellesley Dr. Councilmember Cowell seconded the motion and the motion carried unanimously.

9. Discussion and possible action regarding Competitive Sealed Proposal (CSP) criteria.

Item taken out of order.

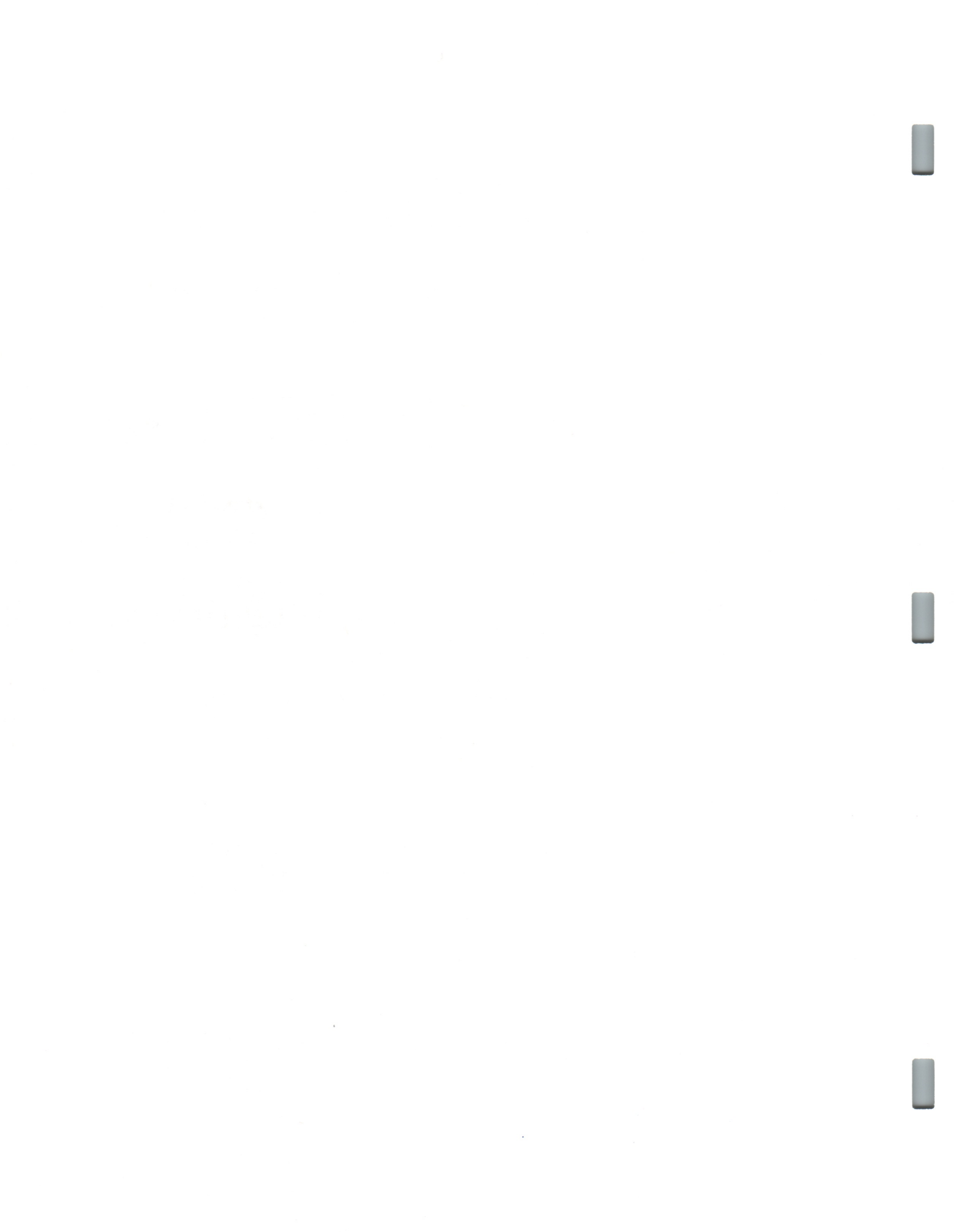
Item was tabled to next month.

10. Discussion and possible action to approve Amendment No. 74 to the engineering contract with Cobb Fendley in the amount of \$152,860.00 for Engineering Services associated with the Shasta Drive, Pineland Drive, and Lindenwood Drive Reconstruction project.

Item taken out of order.

No action was taken on this item.

11. Discussion and possible action to approve Amendment No. 75 to the engineering contract with Cobb Fendley in the amount of \$30,400.00 for



Engineering Services associated with the Lindenwood Drive Outfall No. 24 Extension.

Item taken out of order.

No action was taken on this item.

- H. 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 7:39 p.m. the mayor announced that the city council was recessing into closed executive session under sections 551.074 of the Texas Open Meetings Act to deliberate on the following item. (Section 551.074 Personnel Matters)

- 1. To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Attorney. (Section 551.074 Personnel Matters)**

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

Council reconvened into Open Session at 8:05 p.m. No action was taken during the executive session.

- J. ADJOURNMENT

At 8:06 p.m., Councilmember Knox made a motion to adjourn. Councilmember Carlton seconded the motion and the motion carried unanimously. The meeting adjourned at 8:06 p.m.

These minutes were approved on the 27th day of February, 2024.



Jim Pappas, Mayor

ATTEST:



Tom Fullen, City Administrator
Acting City Secretary

