

**CITY OF HUNTERS CREEK VILLAGE, TEXAS  
MINUTES OF THE REGULAR  
CITY COUNCIL MEETING  
October 22, 2024**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, October 22, 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.

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Present:	Mayor:	Jim Pappas
	Councilmembers:	Stuart Marks Fidel Sapien Linda Knox Chip Cowell Jay Carlton
	City Administrator:	Tom Fullen
	Building Official:	Henry Rivas
	City Engineer:	Steve Byington [via videoconference]
	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. **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.**

- D. REPORTS

1. City Treasurer Monthly Report - **Tom Fullen, City Administrator, presented this report.**
2. Police Commissioner Monthly Report – **Eric Jones, Police Commander, presented this report.**

3. Fire Commissioner Monthly Report – **Rob Adams, Fire Commissioner, and Howard Miller, Fire Chief, presented this report.**
4. Building Official Monthly Report – **Henry Rivas, City Building Official, presented this report.**
5. City Engineer Monthly Report – **Steve Byington, City Engineer, presented this report.**
6. City Administrator Report – **Tom Fullen, City Admin, reported on the annual Christmas luncheon.**
7. Mayor and Council Reports and Comments – **No reports.**

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 September 24, 2024.
2. Approval of the Cash Disbursement Journal for September 2024.
3. Approval of the 2025 Holiday Schedule.
4. Approval of the agreement with Harris County Sheriff's Office for housing city prisoners effective January 1<sup>st</sup>, 2025.

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

F. REGULAR AGENDA

1. Discussion and possible action regarding 322 Lindenwood Drainage Easement.

**No Action.**

2. Discussion and possible action to approve Amendment 2024-01 to the Village Fire Department's 2024 Budget making intra-budgetary transfers resulting in no additional assessments.

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

**Councilmember Sapien made a motion to approve Amendment 2024-01 to the Village Fire Department's 2024 Budget making intra-**



**budgetary transfers resulting in no additional assessments. Councilmember Marks seconded the motion, and the motion was carried unanimously.**

3. Discussion and possible action to approve a resolution appointing John DeWitt as the City's Alternate Fire Commissioner.

**Councilmember Cowell made a motion to approve a resolution appointing John DeWitt as the City's Alternate Fire Commissioner. Councilmember Carlton seconded the motion, and the motion was carried unanimously.**

4. Discussion and possible action to approve an extension for New Residence Permit 202200815 at 1107 River Glyn Drive.

**No action.**

5. Discussion and possible action to request the Planning & Zoning Commission to consider possible amendments to the Zoning Code to conform zoning regulations in the Residential District to expectations of existing residents regarding new and modified residential construction in Hunters Creek.

**Councilmember Cowell made a motion to request the Planning & Zoning Commission to consider possible amendments to the Zoning Code to conform zoning regulations in the Residential District to expectations of existing residents regarding new and modified residential construction in Hunters Creek. Councilmember Marks seconded the motion, and the motion was carried unanimously.**

6. Discussion and possible action to approve proposal from Century Concrete Construction Inc. in the amount of \$11,700.00 for Wickwild Drive Sink Hole.

**Councilmember Sapien made a motion to approve the proposal from Century Concrete Construction Inc. in the amount of \$11,700.00 for Wickwild Drive Sink Hole. Councilmember Knox seconded the motion, and the motion was carried unanimously.**

7. Discussion and possible action to approve proposal from Century Concrete Construction Inc. in the amount of \$11,300.00 for Thamer Circle BB Inlet Installation.

**Councilmember Marks made a motion to approve the proposal from Century Concrete Construction Inc. in the amount of \$11,300.00 for Thamer Circle BB Inlet Installation. Councilmember Fidel seconded the motion, and the motion was carried unanimously.**

8. Discussion and possible action to approve proposal from Century Concrete Construction Inc. in the amount of \$26,050.00 for Melody Lane Drainage.

**Councilmember Carlton made a motion to approve the proposal from Century Concrete Construction Inc. in the amount of \$26,050.00 for Melody Lane Drainage. Councilmember Cowell seconded the motion, and the motion was carried unanimously.**

9. Discussion and possible action to designate a representative and alternate representative to the Houston-Galveston Area Council 2025 General Assembly.

**Councilmember Sapien made a motion to designate Councilmember Chip Cowell as the representative and Councilmember Linda Knox as the alternate representative to the Houston-Galveston Area Council 2025 General Assembly. Councilmember Carlton seconded the motion, and the motion was carried unanimously.**

10. Discussion and possible action to approve and ordinance adopting a non-retroactive repeating COLAS for retirees through TMRS.

**Councilmember Cowell made a motion to approve and ordinance adopting a non-retroactive repeating COLAS for retirees through TMRS. Councilmember Knox seconded the motion, and the motion was carried unanimously.**

11. Discussion and possible action to renew membership with ERCOT for 2025.

**Councilmember Sapien made a motion to renew membership with ERCOT for 2025. Councilmember Cowell seconded the motion, and the motion was carried unanimously.**



12. Discussion and possible action to adopt TikTok Policy.

**Councilmember Marks made a motion to adopt TikTok Policy. Councilmember Knox seconded the motion, and the motion was carried unanimously.**

13. Discussion and possible action to approve the November/December Regular City Council meeting date. (12/03/2024)

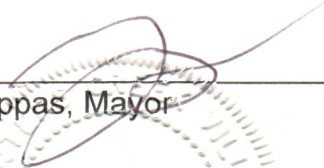
***Item was taken out of order.***

**Councilmember Know made a motion to approve the November/December Regular City Council meeting date as 12/10/2024. Councilmember Carlton seconded the motion, and the motion was carried unanimously.**

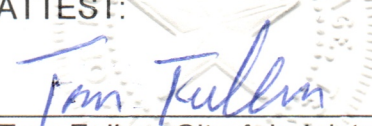
- H. EXECUTIVE SESSION It is anticipated that all, or a portion of the discussion of the following items, if any, will be conducted in closed executive session under authority of the Texas Open Meetings Act. However, no action will be taken on these items until the City Council reconvenes in open session.
- I. RECONVENE into Open Session and consider action, if any, on items discussed in Executive Session.
- J. ADJOURNMENT

**At 7:06 p.m., Councilmember Sapien made a motion to adjourn. Councilmember Knox seconded the motion, and the motion was carried unanimously. The meeting was adjourned at 7:06 p.m.**

These minutes were approved on the 10th day of December 2024.

  
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Jim Pappas, Mayor

ATTEST:

  
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Tom Fullen, City Administrator  
Acting City Secretary