

**CITY OF HUNTERS CREEK VILLAGE, TEXAS  
MINUTES OF THE REGULAR  
CITY COUNCIL MEETING  
March 25, 2025**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, March 25, 2025, 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 (arrived at 6:32 p.m.) Fidel Sapien Linda Knox Chip Cowell Jay Carlton
	City Administrator:	Tom Fullen
	Building Official:	Henry Rivas
	City Attorney:	Tim Kirwin
	Assistant 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.*

**No Comments.**

- D. REPORTS

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

3. Fire Commissioner Monthly Report – **Rob Adams, Fire Commissioner, presented this report.**
4. Building Official Monthly Report – **Henry Rivas, City Administrator, 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 – **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 February 25, 2025.
2. Approval of the Cash Disbursement Journal for February 2025.
3. Approval of Auditor Services from Crowe LLP for FY2024.

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

F. REGULAR AGENDA

1. Discussion and possible action to decide whether or not to decline the 2025 consumer price index adjustment to the City's telecommunications right-of-way access line rates.

**Councilmember Sapien made a motion to decline the 2025 consumer price index adjustment to the City's telecommunications right-of-way access line rates. Councilmember Cowell seconded the motion, and the motion was carried unanimously.**

2. Discussion and possible action to approve a Joint Participation Interlocal Agreement with Harris County and City of Houston to construct improvements to the pavement along Memorial Drive from Chimney Rock to Greenbay Street.

**This item was tabled until the next meeting.**

3. Discussion and possible action to purchase a new radar sign in the amount of \$3,137.00.

**Councilmember Sapien made a motion to approve the purchase of a new radar sign in the amount of \$3,137.00, with the addition of the \$300 StreetSmart Data Collection License. Councilmember Marks seconded the motion, and the motion was carried unanimously.**

4. Discussion and possible action to purchase an asphalt crack sealing machine in the amount of \$5,985.00.

**Councilmember Cowell made a motion to approve the purchase of an asphalt crack sealing machine in the amount of \$5,985.00. Councilmember Carlton seconded the motion, and the motion was carried unanimously.**

5. Consideration and possible action to adopt a resolution: a) approving an agreement with the law firm of Linebarger Goggan Blair & Sampson, LLP, to act as special counsel to perform all legal services necessary to collect unpaid fines, fees and court costs as provided in Texas Code of Criminal Procedure Art. 103.0031; and b) authorizing the Mayor to sign the agreement on the City's behalf.

#### **REQUIRED LEGAL NOTICE**

**(A) The above referenced agreement is necessary for the unpaid fines, fees and court costs owed to the City of Hunters Creek Village (the "City") to be collected in the most effective manner. The City desires that such unpaid fines, fees and court costs be collected as provided in the Texas Code of Criminal Procedure.**

**(B) The Linebarger Goggan Blair & Sampson, LLP firm ("Linebarger") is fully qualified to provide this representation, being the largest law firm specializing in the collection of governmental receivables in the State of Texas, as well as the United States, and having been engaged in this specialized legal service for more than 40 years. In addition, Linebarger possesses infrastructure and technology, such as call center technology, that the City does not currently possess.**

**(C) Linebarger has represented The City of Hunters Creek Village for the past six years (beginning in 2018) with competence and professionalism, in the collection of unpaid fines, fees and court costs.**

**(D) The specialized legal services required by this agreement cannot be adequately performed by the attorneys and supporting personnel of the City due to the high cost of implementing the appropriate infrastructure and technology and employing sufficient in-house attorneys and staff with the level of experience and competence necessary to perform these activities.**

**(E) Under the agreement, Linebarger will be compensated on a contingent fee basis as provided in Texas Code of Criminal Procedure Art. 103.0031. This Article specifically provides for an additional collection fee, in the amount of 30 percent, in certain cases to compensate collection attorneys. A contract to pay inside or outside attorneys on an hourly basis would represent an additional cost to the City.**

**(F) Entering into the proposed agreement is in the best interests of the residents of the City because the unpaid fines, fees and court costs will be professionally and competently collected without the additional costs to the City of implementing infrastructure and technology and employing in-house personnel.**

**Councilmember Marks made a motion to adopt a resolution: a) approving an agreement with the law firm of Linebarger Goggan Blair & Sampson, LLP, to act as special counsel to perform all legal services necessary to collect unpaid fines, fees and court costs as provided in Texas Code of Criminal Procedure Art. 103.0031; and b) authorizing the Mayor to sign the agreement on the City's behalf. Councilmember Knox seconded the motion, and the motion was carried unanimously.**

6. Discussion and possible action to adopt a resolution of the City of Hunters Creek Village, the City of Piney Point Village, the City of Bunker Hill Village, the City of Hedwig Village, the City of Spring Valley Village, and the City of Hilshire Village to form a committee to make recommendations to the city councils of each of the above-named cities regarding the response to proposed legislation.

**Councilmember Cowell made a motion to adopt a resolution of the City of Hunters Creek Village, the City of Piney Point Village, the City of Bunker Hill Village, the City of Hedwig Village, the City of Spring Valley Village, and the City of Hilshire Village to form a committee to make**

**recommendations to the city councils of each of the above-named cities regarding the response to proposed legislation and to appoint Councilmember Marks as the representative. Councilmember Marks 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 a 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 7:08 p.m., Councilmember Sapien made a motion to adjourn. Councilmember Carlton seconded the motion, and the motion was carried unanimously. The meeting was adjourned at 7:09 p.m.**

These minutes were approved on the 22nd day of April 2025.

\_\_\_\_\_  
Jim Pappas, Mayor

ATTEST:

  
\_\_\_\_\_  
Tom Fullen, City Administrator  
Acting City Secretary

