

**CITY OF HUNTERS CREEK VILLAGE, TEXAS  
MINUTES OF THE REGULAR  
CITY COUNCIL MEETING  
June 24, 2025**

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

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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 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. **Henry Rivas 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, presented this report.**

3. Fire Commissioner Monthly Report – **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 – **No Report.**
7. Mayor and Council Reports and Comments – **Mayor reported on the Fire Chief Applications and Candidates for County Judge; Councilmember Marks reported on the Legislative updates.**

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 May 27, 2025.
2. Approval of the Cash Disbursement Journal for May 2025.

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

F. REGULAR AGENDA

1. Discussion and possible action to approve the FY2024 Funding Review for the Memorial Village Police Department.

***This item was taken out of order.***

**Councilmember Marks made a motion to approve the FY2024 Funding Review for the Memorial Village Police Department. Councilmember Sapien seconded the motion, and the motion was carried unanimously.**

2. Discussion and possible action to approve the Memorial Village Police Departments FY2024 Audit.

***This item was taken out of order.***

**Councilmember Sapien made a motion to approve the Memorial Village Police Departments FY2024 Audit. Councilmember Knox seconded the motion, and the motion was carried unanimously.**

3. Discussion and possible action to approve the Village Fire Departments FY2026 Proposed Budget with the City's assessment in the amount of \$2,355,785.63.

***This item was taken out of order.***

**Councilmember Marks made a motion to approve the Village Fire Departments FY2026 Proposed Budget with the City's assessment in the amount of \$2,355,785.63. Councilmember Knox seconded the motion, and the motion was carried unanimously.**

4. Discussion and possible action to approve Amendment No. 78 to the contract with Cobb, Fendley & Associates, Inc. in the amount of \$56,710 for 2025 Street Maintenance – Voss Road Panel Replacement.

**Councilmember Cowell made a motion to approve Amendment No. 78 to the contract with Cobb, Fendley & Associates, Inc. in the amount of \$56,710 for 2025 Street Maintenance – Voss Road Panel Replacement. Councilmember Sapien seconded the motion, and the motion was carried unanimously.**

5. Discussion and possible action to approve a fence installation on Hickory Hollow in an amount not to exceed \$21,025.00.

**No action; Moved to next meeting.**

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

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

7. Discussion and possible action to approve an extension for New Residence Permit 202300422 at 502 Thamer Lane.

***This item was taken out of order.***

**Councilmember Knox made a motion to approve a 16-month extension with the fee of \$23,073.60 for New Residence Permit 202300422 at 502 Thamer Lane. Councilmember Sapien seconded the motion, and the motion was carried unanimously.**

8. Discussion and possible action to adopt an ordinance to vacate, close, or abandon a portion of Ripple Creek Drive.

**Councilmember Carlton made a motion to adopt an ordinance to vacate, close, or abandon a portion of Ripple Creek Drive. Councilmember Knox seconded the motion, and the motion was carried unanimously.**

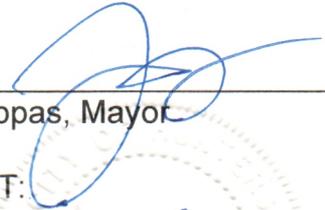
- G. EXECUTIVE SESSION It is anticipated that all, or a portion of the discussion of the following items, if any, will be conducted in a closed executive session under authority of the Texas Open Meetings Act. However, no action will be taken on these items until the City Council reconvenes in open session.

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

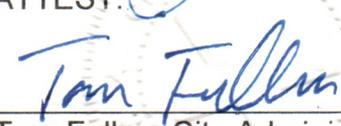
- I. ADJOURNMENT

**At 7:28 p.m., Councilmember Cowell made a motion to adjourn. Councilmember Carlton seconded the motion, and the motion was carried unanimously. The meeting was adjourned at 7:28 p.m.**

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

  
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Jim Pappas, Mayor

ATTEST:

  
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Tom Fullen, City Administrator  
Acting City Secretary

