

**CITY OF HUNTERS CREEK VILLAGE, TEXAS  
MINUTES OF THE REGULAR  
CITY COUNCIL MEETING  
December 10, 2024**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, December 10, 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 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 6:00 p.m.**

- B. **Girl Scouts 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 – **Steve Reichel, Police Commissioner and Commander Baker, presented this report.**

3. Fire Commissioner Monthly Report – **Rob Adams, Fire Commissioner, and Steven Witt, Deputy Fire Chief, presented this report.**
4. Building Official Monthly Report – **Henry Rivas, City Building Official, presented this report.**
5. City Engineer Monthly Report – **Tom Fullen, City Administrator, presented this report.**
6. City Administrator Report – **Tom Fullen, City Administrator, reported on GFL Environmental Fees and the Derecho Grant Reimbursement.**
7. Mayor and Council Reports and Comments – **Linda Knox reported on the HCMCA Meeting in February.**

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 October 22, 2024.
2. Approval of the Minutes of the Joint Meeting with Planning & Zoning Commission on October 22, 2024.
3. Approval of the Cash Disbursement Journal for October 2024.
4. Approval of the Cash Disbursement Journal for November 2024.
5. Approval of the 3<sup>rd</sup> Quarter Investment Report for 2024.

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

F. REGULAR AGENDA

1. Discussion and possible action to approve a resolution casting votes to appoint Directors to the Harris Central Appraisal District's Board of Directors.

**Councilmember Cowell made a motion to approve a resolution casting 5 votes to appoint Bill Frazier as a Director to the Harris Central Appraisal District's Board of Directors. Councilmember Knox seconded the motion, and the motion was carried unanimously.**

2. Discussion and possible action to approve an Interlocal Agreement with Spring Branch ISD for the holding of a joint election in May 2025.

**Councilmember Marks made a motion to approve an Interlocal Agreement with Spring Branch ISD for the holding of a joint election in May 2025. Councilmember Sapien seconded the motion, and the motion was carried unanimously.**

3. Discussion and possible action to accept the recommendation from the Village Mutual Insurance Group for the employees' medical, dental, vision, Life/AD&D, and long-term disability insurance coverage for 2025.

**Councilmember Sapien made a motion to accept the recommendation from the Village Mutual Insurance Group for the employees' medical, dental, vision, Life/AD&D, and long-term disability insurance coverage for 2025. Councilmember Marks seconded the motion, and the motion was carried unanimously.**

4. Discussion and possible action to approve a resolution of the City of Hunters Creek Village, Texas adopting an interlocal agreement with the Memorial Village Police Department.

**Councilmember Cowell made a motion to approve a resolution of the City of Hunters Creek Village, Texas adopting an interlocal agreement with the Memorial Village Police Department. Councilmember Carlton seconded the motion, and the motion was carried unanimously.**

5. Discussion and possible action to approve Budget Amendment 2024-01 for the Memorial Village Police Department in the amount of \$348,300.00.

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

**Councilmember Sapien made a motion to approve Budget Amendment 2024-01 for the Memorial Village Police Department in the amount of \$348,300.00. Councilmember Marks seconded the motion, and the motion was carried unanimously.**

6. Discussion and possible action to approve Budget Amendment 2024-02 for the Memorial Village Police Department to reclassify budget line items with no additional revenue from the City.

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

**Councilmember Marks made a motion to approve Budget Amendment 2024-02 for the Memorial Village Police Department to reclassify**

budget line items with no additional revenue from the City. Councilmember Knox 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.

**At 6:43 p.m. the mayor announced that the City Council was recessing into closed executive session under chapter 551 of the Texas Open Meetings Act to deliberate on the following items.**

- To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of City staff members. [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 7:11 p.m. No action was taken during the executive session.**

- J. ADJOURNMENT

**At 7:11 p.m., Councilmember Marks made a motion to adjourn. Councilmember Sapien seconded the motion, and the motion was carried unanimously. The meeting was adjourned at 7:12 p.m.**

These minutes were approved on the 28th day of January 2025.

  
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Jim Pappas, Mayor

ATTEST:

  
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Tom Fullen, City Administrator  
Acting City Secretary

