

**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
June 23, 2026**

The City Council of the City of Hunters Creek Village, Texas, held a regular meeting on Tuesday, June 23, 2026, 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 Attorney:	Tim Kirwin
	Building Official:	Henry Rivas
	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. **Brian Croft 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 inquires 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.**

- E. AGENDA ITEM

1. Discussion and possible action to approve the Memorial Village Police Department's FY2025 Audit.

Councilmember Sapien made a motion to approve the Memorial Village Police Department's FY2025 Audit. Councilmember Marks seconded the motion, and the motion was carried unanimously.

F. REPORTS

3. Fire Commissioner Monthly Report - **Brian Croft, Fire Chief, presented this report.**
4. Building Official Monthly Report - **Henry Rivas, City Building Official, presented this report.**
5. City Engineer Monthly Report – **No Report.**
6. City Administrator Report – **Tom Fullen, City Administrator, reported on the Village Independence Festival and Parade.**
7. Mayor and Council Reports and Comments – **No Report.**

G. 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 26, 2026.
2. Approval of the Cash Disbursement Journal for May 2026.

Councilmember Knox made a motion to approve the consent agenda. Councilmember Carlton seconded the motion, and the motion was carried unanimously.

H. REGULAR AGENDA

2. Discussion and possible action regarding an Ordinance regulating certificates of occupancy, temporary certificates of occupancy, and requiring fiscal security.

Councilmember Cowell made a motion to refer the proposed ordinance to the Planning and Zoning Commission for review. Councilmember Carlton seconded the motion, and the motion was carried unanimously.

3. Discussion and possible action regarding an Ordinance regulating Dealers in Crafted Precious Metals, including mobile gold buyers.

Councilmember Marks made a motion directing the City Attorney to review and prepare a draft ordinance regulating Dealers in Crafted Precious Metals, including mobile gold buyers. Councilmember Knox seconded the motion, and the motion was carried unanimously.

4. Discussion and possible action to elect a Mayor Pro Tem.

Councilmember Cowell made a motion to elect Councilmember Fidel Sapien as the Mayor Pro Tem. Councilmember Carlton seconded the motion, and the motion was carried unanimously.

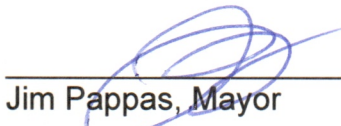
5. Discussion and possible action to approve the renewal of the City's State of Texas Cooperative Purchasing Program (CO-OP) membership.

No action.

- I. 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 the authority of the Texas Open Meetings Act. However, no action will be taken on these items until the City Council reconvenes in open session.
- J. RECONVENE into Open Session and consider action, if any, on items discussed in Executive Session.
- K. ADJOURNMENT

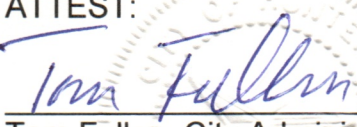
At 6:45 p.m., Councilmember Carlton made a motion to adjourn. Councilmember Knox seconded the motion, and the motion was carried unanimously. The meeting was adjourned at 6:45 p.m.

These minutes were approved on the 28th day of July 2026.



Jim Pappas, Mayor

ATTEST:



Tom Fullen, City Administrator
Acting City Secretary