

**Minutes for Regular Session Council Meeting  
City of Hillcrest Village  
Monday, October 16, 2023**

**1. CALL MEETING TO ORDER**

Mayor Wilson called the meeting to order at 6:00 pm.

Absent – Alderman Smith and Marshall Davidson, Alderwoman Izard participated by phone for part of the council meeting till her call dropped and couldn't get her back.

**2. PLEDGE**

**3. PUBLIC FORUM**

NA.

**4. REPORTS/RECOMMENDATIONS FROM CONTRACTORS/EMPLOYEES**

A. CALEB CRISTOFARO – MUNICIPAL DISTRICT SERVICES – Gave his monthly report. One e-coli violation, its rare, but a single violation. Prefab materials are ready for next Wednesday to repair the rotting pipe at the wastewater treatment plant. CenterPoint Energy has been aware of the damage and their workers admitted to it.

B. SHOHN DAVISON – MARSHAL – Officer David Guerro spoke on behalf of Marshall since he was unavailable, monthly report given.

C. TRAVIS HOBBS – EMERGENCY MANAGEMENT COORDINATOR – Absent, no report.

D. JOHN PATTERSON – OPERATIONS ADMINISTRATOR – John gave his monthly report.

**5. MINUTES – SEPTEMBER 18, 2023**

Alderman Dawson and Alderman McGilvray approve the Sept 18, 2023, minutes. 3-0 approves and 1 no vote, but motion carries.

**6. MONTHLY FINANCIAL STATEMENTS – SEPTEMBER 2023**

No September 2023 financials due to Joel Marin's office still closing out the end of the FY 2023. They will have September and October financials ready for November's council meeting.

**7. BUSINESS**

**A. NEW BUSINESS/DISCUSSION**

- 1) **DISCUSSION AND POSSIBLE ACTION REGARDING BRAZORIA COUNTY ALZHEIMER'S AWARENESS PROJECT PROCLAMATION WITH MARGARET ROLLINGSON ADDRESSING THE COUNCIL.** Ms. Rollingson spoke at the meeting regarding Alzheimer's awareness and some stats on the disease. Mayor Wilson read the proclamation. Alderman Mondragon and McGilvray motion to approve the Alzheimer's awareness proclamation for the month of November 2023. 4-0 approve and the motion carries.
- 2) **DISCUSSION AND POSSIBLE ACTION ON GRANTING A LETTER OF NO OBJECTION (LONO) TO PARKSIDE TRAILS LLC.** They put the remaining concerns that Hillcrest Village council had in a written letter. Hillcrest Village attorney did have some points to convey, and a contract has been written up. Alderman McGilvray motioned to deny LONO and instead offer an amended contract with Parkside Trails LLC that is approved by council. 3-0 approved, 1-opposed and motion carries.
- 3) **DISCUSSION AND POSSIBLE ACTION ON ALTERNATE POLICE COVERAGE.** Alderman Dawson and Dr. Allbright worked together on this topic, and it was more about enhancing police coverage. Capt. Patterson spoke on behalf of the Brazoria County Sheriff's Office (BCSO). BCSO gave council three proposals. Vehicle maintenance and radio time are part of the price. Scheduling would be done with Capt. Patterson and the council. Alderman Dawson and Alderman McGilvray motions to table this topic for executive session at another time. 4-0 approves and motion carries.
- 4) **DISCUSSION AND POSSIBLE ACTION REGARDING PURCHASE OF A POLICE VEHICLE.** Officer David Guerrero gave the estimate for the police vehicle and its additional equipment. The Sheriff Department has a 2022 Chevy Tahoe for sale at a significantly reduced cost to the city versus buying a brand-new vehicle. If the city would be interested in purchasing a vehicle to replace our old Ford Crown Victoria the city has now, the 2022 Chevy Tahoe was offered as an option. Alderman McGilvray and Alderman Mondragon motions to table the possible action regarding the police vehicle pending further discussion. 4-0 approves and motion carries.
- 5) **DISCUSSION AND POSSIBLE ACTION ON EMERGENCY MANAGEMENT EQUIPMENT FOR THE MUNICIPAL BUILDING.** Purpose of this equipment was to turn the municipal building into a qualified emergency management center (EMC). MDS does give the option to send out repair/maintenance notification. Alderman Dawson and McGilvray motion to table the EMC equipment till further discussion. 4-0 approve and the motion carries.
- 6) **DISCUSSION AND POSSIBLE ACTION ON ADDING AN ADDITIONAL PERSON TO HANDLE COMMUNITY CALL-OUTS IN AN EMERGENCY SITUATION.** Mayor Wilson suggested adding Alderman Dawson since he works with the community. Alderman McGilvray and Dawson motion to add Brad Dawson as the community call-out representative. 3-0 approve, Kory's call dropped and wasn't recovered.

- 7) DISCUSSION AND POSSIBLE ACTION OF REPAIRING BARRICADES ON WEST WILDWINN DRIVE. Officer Guerrero informed council who broke the barricade and that the contractor came out to repair it, but didn't do it correctly, so they have informed them to come back out to correctly repair it. Officer Guerrero will share the contractor's contact information to help speed this process up. There is no action for the council on this topic.
- 8) DISCUSSION AND POSSIBLE ACTION REGARDING FIRE HYDRANT REPAIRS FOUND DURING INSPECTION. MDS rep, Caleb gave two quotes; quote #1 is just repair at \$2,875. Quote #2 is \$3,894.98 and includes painting and reflectors. Quote #2 covers 19 hydrants, repair, install reflectors, and flushed lines. Alderman Mondragon and Alderman McGilvray motion to approve the quote of \$3,894.98. 3-0 approve and motion carries.
- 9) DISCUSSION AND POSSIBLE ACTION ON ORDERING CANDLES AND BAGS FOR LUMINARY EVENT ON CHRISTMAS EVE. Mayor Wilson stated there are some bags and candles remaining from last year but get with Rashelle as she has the vendors information already and put in your order for this coming season. Council suggested ordering based off 2021's sold numbers. Alderman Mondragon and McGilvray motion for Brad to get with Rashelle and order candles, sand, and bags for the Christmas Eve luminary event.
- 10) DISCUSSION AND POSSIBLE ACTION REGARDING A CHRISTMAS DECORATION CONTEST AND TO ORDER AN AWARD SIGN FOR SAME.  
Alderman McGilvray wants a big yard sign as the award sign and council is on board. Mayor suggests Alderman Dawson puts in a budget for next fiscal year, to skip having to get items for the community events approved by council. Alderman McGilvray and Dawson motion to purchase a bigger yard sign for Christmas decorating contest. 3-0 approve and motion carries.
- 11) DISCUSSION AND POSSIBLE ACTION ON FILLING THE EXITING ALDERMAN POSITION.  
Council was given a possible candidate to fill in the alderman position. Alderman Dawson spoke about the candidate and could help bring in the municipal court. Alderman Dawson and Alderman McGilvray motion to appoint Dr. Allbright to fill the vacancy of Alderman position and start November 1<sup>st</sup>, 2023.

#### **B. FOLLOW-UP BUSINESS**

- 1) DISCUSSION AND POSSIBLE ACTION REGARDING WASTEWATER TREATMENT PERMIT AND TESTING FOR SAME. Alderman McGilvray spoke and has a quote from Mick from LA Engineering for \$10,000 with \$7,500 reimbursable. Alderman McGilvray and Alderman Dawson motion to have LA Engineering to renew our wastewater treatment permit and see in the future about less sampling. 3-0 approves and motion carries.

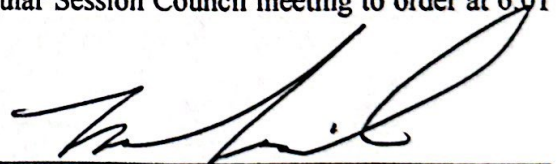
- 2) DISCUSSION AND POSSIBLE ACTION REGARDING OPERATION ADMINISTRATOR JOB DESCRIPTION. This topic will be tabled since Alderman Smith is absent due to him leading this topic.

### **CORRESPONDENCE/ANNOUNCEMENTS**

- A. ALDERMAN MCGILVRAY – Generator update: CenterPoint met up and the meter needs to be updated, for the main water well #2, but its moving forward.
- B. ALDERMAN MONDRAGON – His concern is the Parkside Trails LLC and wasn't informed prior to them buying it and he isn't interested in giving them anything.
- C. ALDERWOMAN SMITH – Absent.
- D. ALDERMAN DAWSON – The national night out was postponed due to severe weather on the originally scheduled evening. There was good attendance at the rescheduled event the following week. The food trucks and band said they would be happy to come back to Hillcrest anytime we asked.
- E. ALDERWOMAN IZARD – Lost connection, therefore no comment.
- F. CITY CLERK – Printer issue and need computer paper on hand.
- G. MAYOR WILSON – Remember about heavy trash pickup.

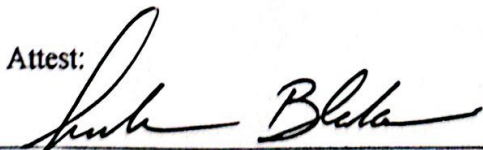
### **ADJOURNMENT**

Alderman Mondragon and Alderman McGilvray motioned to adjourn the meeting. 3-0 approved and motion carried. Mayor Wilson called the Regular Session Council meeting to order at 6:01 pm.



Tom Wilson, Mayor

Attest:



Amanda Blake, City Clerk