

**Minutes for Regular Session Council Meeting
City of Hillcrest Village
Monday, December 18, 2023**

Mayor Wilson called the Regular Session Council meeting to order at 6:01pm.

Present: Alderman McGilvray, Mondragon, Mayor Wilson, Randy Smith, Brad Dawson, Rodney Allbright

Absent: Travis Hobbs and John Patterson

Pledge

Public Forum – NA.

Reports/Recommendations from Contractors/Employees:

- A. Caleb Cristofaro– MUNICIPAL DISTRICT SERVICES – Caleb gave his monthly report. Estimate was given for hand dig 70 LF trench, 1 Ft deep and install 1.5” electrical conduit (low voltage) for \$3,000, from blowers to lift station. He stated one hydrant is 50/50 on needing to be replaced. Council asked about water samples and reports.
- B. Shohn Davison – MARSHAL’S OFFICE – Marshal Davison gave his report.
- C. Travis Hobbs – EMERGENCY MANAGEMENT COORDINATOR – Travis was absent as he is out of town. Mayor stated grant for 3 trash bins and still in the appeal process.
- D. John Patterson – OPERATIONS ADMINISTRATOR – John was absent from the meeting but submitted his November report by e-mail and it was included the council’s meeting packet.

Minutes:

Alderman Mondragon and Alderman McGilvray motioned to approve the November 7, 2023, minutes. All approved, 5-0 and the motion carried.

Monthly Financial Statements: October 2023 and November 2023

Alderman McGilvray motion to approve the October 2023 and November 2023 financials, Alderman Mondragon seconded. 5-0 and the motion carried.

New Business:

NA.

Follow-Up Business:

- 1. DISCUSSION AND POSSIBLE ACTION REGARDING THREE FIRE HYDRANTS.
Alderman McGilvray stated there is no action at this time to be taken waiting on further information still at this time.

2. CONVENE INTO CLOSED EXECUTIVE SESSION TO DISCUSS CONFIDENTIAL PERSONNEL MATTERS AS AUTHORIZED BY SECTION 551.074 OF THE TEXAS GOVERNMENT ACT.

Mayor Wilson and council convened into closed executive session at 6:50pm.

3. CONVENE INTO CLOSED EXECUTIVE SESSION TO DISCUSS SECURITY MATTERS AS AUTHORIZED BY SECTION 551.076 OF THE TEXAS GOVERNMENT ACT.
4. RECONVENE INTO OPEN SESSION and TAKE ACTION, IF NECESSARY, ON MATTERS DISCUSSED IN CLOSED EXECUTIVE SESSION.

Mayor Wilson reconvened back into open session at 7:27 pm.

Alderman Allbright adheres to the ordinance of operations administrator job description, no compensation change, and a six-month review of job duties and pay. Alderman Dawson seconded. Motion carried 5-0.

Alderman Allbright motion for a workshop in 2024 to discuss security issues. Alderman Dawson seconded. All approved and motion carried.

5. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF THE NAMES OF CITY OFFICIALS WHO WILL BE PLACED ON THE SIGNING CARDS OF PNC BANK, FIRST NATIONAL BANK OF ALVIN, REGIONS BANK, AND TEXAS ADVANTAGE BANK OF ALVIN.
Alderman Allbright motion to add Alderman Kendall McGilvray, Alderman Ramiro Mondragon, Alderman Brad Dawson, and Mayor Tom Wilson as signatories on the signing cards of PNC Bank, First National Bank of Alvin, Regions Bank, and Texas Advantage Bank of Alvin. Alderman Kendall McGilvray seconded. Motion carried 5-0 and motion approved.
6. DISCUSSION AND POSSIBLE APPROVAL OF MOVEMENT OF FUNDS LOCATED IN A MONEY MARKET FUND AT PNC BANK TO A CERTIFICATE OF DEPOSIT LOCATED AT PNC BANK. APPROVAL SHALL CONTAIN THE NAMES OF THE CITY OFFICIALS AUTHORIZED TO MOVE THE FUNDS.
Alderman Mondragon motion to give permission to Mayor Tom Wilson and Alderman Brad Dawson to move funds from a money market account at PNC Bank to a Certificate of Deposit located at PNC Bank. Alderman McGilvray seconded. Motion carried 5-0, motion approved. Mayor Wilson stated it would be approximately \$180,000 would be moved to a 5% Certificate of Deposit.
7. DISCUSSION AND POSSIBLE APPROVAL OF MOVEMENT OF FUNDS LOCATED IN A CERTIFICATE OF DEPOSIT AT FIRST NATIONAL BANK OF ALVIN FOR A CERTIFICATE OF DEPOSIT AT FIRST NATIONAL BANK OF ALVIN. APPROVAL SHALL CONTAIN THE NAMES OF THE CITY OFFICIALS AUTHORIZED TO MOVE THE FUNDS.
Alderman Mondragon motion to approve Mayor Tom Wilson and Alderman Brad Dawson to move funds located in a Certificate of Deposit at First National Bank of Alvin to another Certificate of Deposit located at First National Bank of Alvin. Alderman Smith seconded. Motion carried 5-0, motion approved.
8. DISCUSSION AND POSSIBLE ACTION REGARDING W. WILDWINN DEAD END SIGN DAMAGE THAT HASN'T BEEN REPAIRED BY CONTRACTOR.

No action. Mayor stated will have Secretary send a letter to resolve the matter.

Correspondence/Announcements:

ALDERMAN MCGILVRAY – Spoke about the hydrants and still wanting on further information regarding the status of two of them.

ALDERMAN MONDRAGON – No comment.

ALDERMAN SMITH – No comment.

ALDERMAN ALLBRIGHT – No comment.

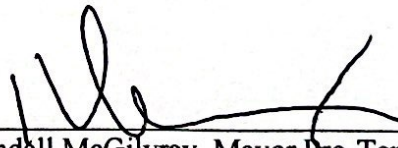
ALDERMAN DAWSON – Candle sales updated. Two more days to go on sales. Website will have permit application and permit information. After the first of the year, he will talk to Michael with The20 make the website more user friendly.

-CITY CLERK – Elections this year will include Mayor, Alderman Mondragon, and Alderman McGilvray's positions. Notice to File Deadline for Application to Ballot posted for candidates interested.

MAYOR WILSON – Updated council on the status of Parkside Trails LLC e-mail response today.

Adjournment:

Alderman Mondragon and Alderman Allbright motioned to adjourn the meeting. All approved and the motion carried. Mayor Wilson adjourned the meeting at 7:37 pm.


Kendall McGilvray, Mayor Pro-Tem

Attest:


Amanda Blake, City Clerk