

**Minutes for Regular Session Council Meeting  
City of Hillcrest Village  
Monday, May 20, 2024**

Mayor Dawson called the Regular Session Council meeting to order at 6:00 pm.

Present: Mayor Dawson, Alderman McGilvray, Alderman Mondragon, Alderman Allbright, Alderman Smith, Travis Hobbs, Marshall Davison, and Mr. Duncan.

**Invocation/Pledge** - Mr. Hobbs gave the invocation. Pledge conducted.

**Public Forum**

NA.

**Reports/Recommendations from Contractors/Employees:**

- A. Caleb Cristofaro– MUNICIPAL DISTRICT SERVICES – Caleb gave his monthly report. Caleb answered council's questions about report, CCR, CPI amendments, and gate quote. Gave an estimate for cantilever gate replacement, originally quoted September 5, 2023, by sub-contractor, Rockin' D Fencing who will still honor that quote. Alderman Mondragon motion to approve the quote for the new cantilever gate replacement. Alderman Smith seconded. 4-0 approved and motion carried.
- B. Shohn Davison – MARSHAL'S OFFICE – Marshal Davison gave his monthly report.
- C. Travis Hobbs – EMERGENCY MANAGEMENT COORDINATOR – Travis gave his monthly report. Update on the grant awarded trash cans will arrive in the next 2-4 weeks. We did receive a water grant and will have an engineering firm to come out. Centerpoint Luncheon was moved to June 6<sup>th</sup> 11:30am to 1:00 pm. Hurricane season workshop needs to happen, bring a radio and emergency prepared binder for the workshop and set a date.

**Minutes:**

Alderman Mondragon and Alderman McGilvray motioned to approve the April 16, 2024, Regular council meeting minutes, April 22<sup>nd</sup> -Special Session minutes and April 30, 2024, Special Session minutes. 4-0 approved and the motion carried.

**Monthly Financial Statements:**

Council was able to review March 2024 and April 2024 financial statements on site. Did state these were not emailed to them in advance. Alderman Mondragon motioned to approve the March 2024 and April 2024 financials. Alderman Smith seconded. 4-0 approved and motion carried.

**New Business:**

1.

**A. NEW BUSINESS/DISCUSSION**



1. OATH OF OFFICE: Mayor Dawson was sworn in by Judge Merkel prior to council meeting. Mayor swore in Alderman McGilvray, Alderman Mondragon, and Alderman Albright for their new elected terms.
2. DISCUSSION AND POSSIBLE ACTION ON POSSIBLE CANDIDATES TO REPLACE UNEXPIRED ALDERMAN POSITION. Mayor recommended Preston Armistead for the empty council position; council voted unanimously. Mayor Armistead was sworn into office and Oath of Office signed.
3. DISCUSSION AND POSSIBLE ACTION ON APPOINTING A MAYOR PRO-TEM. Alderman Smith motioned to approve Kendall McGilvray for the position of Mayor Pro-Tem. Alderman Albright seconded, all approved and motion carried.
4. ANNOUNCING ALVIN SUN FOR OFFICIAL CITY NOTICES. Mayor Dawson announced the City of Hillcrest Village will use Alvin Sun for all city notices/announcements.
5. DISCUSSION & POSSIBLE ACTION ON ADDING THE NAMES OF BRAD DAWSON AND MAYOR PRO-TEM/ALDERMAN KENDALL MCGILVRAY TO ALL SIGNATURE CARDS AND ACCOUNTS HELD AT ALL THE BANK AND SAVINGS AND LOAN TO INCLUDE: FIRST NATIONAL BANK, REGIONS BANK, PNC BANK, and TEXAS COMMUNITY BANK.  
Alderman Albright and Alderman Smith motioned to approve adding the names of Mayor Brad Dawson and Mayor Pro-Tem Kendall McGilvray to all signature cards and accounts held at the bank and savings and loan to include First National Bank, Regions Bank, PNC Bank, and Texas Community Bank.
6. DISCUSSION AND CONSIDERATION OF APPROVAL OF THE ENGINEER DRAWINGS FOR THE FAIRWAY DRIVE BRIDGE AND TURN LANE TO BE BUILT BY PARKSIDE TRAILS, LLC. Alderman McGilvray and Smith motioned to approve the engineer drawings for the Fairway Drive Bridge and turn lane to be built by Parkside Trails, LLC. All approved and the motion carried.
7. DISCUSSION AND POSSIBLE ACTION OBTAINING PROPOSALS AND EMPLOYING A LICENSED PLUMBER TO REPAIR BATHROOM ISSUES AT THE MARSHAL'S OFFICE. Marshal stated the sink is coming off the wall and a loose valve under the sink and the toilet needs to be tightened down. Caleb from MDS offered to handle the bathroom issues as part of their contract. Caleb and Marshal with get together on the Tuesday, May 28<sup>th</sup> to handle the Marshal's bathroom issues.
8. DISCUSSION AND POSSIBLE ACTION REGARDING CPI CONTRACT AMENDMENT. Mayor Dawson and Council asked to view current contract on sight, not available and asked secretary to email the council the current contract. Mayor Dawson and Council agreed to table this topic till further review.
9. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF CCR (CONSUMER CONFIDENCE REPORTS). Alderman McGilvray motioned to approve the Consumer Confidence Report (CCR). Alderman Mondragon seconded, all approved and motion carried. MDS will get them mailed out to the residents.



10. DISCUSSION AND POSSIBLE ACTION REGARDING THE TWIA INSPECTION LETTER.  
Mayor Dawson is tabling this topic till bids come in and will hear back from contractors in a week.

CONVENE INTO EXECUTIVE SESSION 551.074 (PERSONNEL MATTERS) AND 551.076 (DELIBERATIONS REGARDING SECURITY). Mayor Dawson called to convene into Executive Session at 7:53 pm.

RECONVENE INTO REGULAR MEETING TO DISCUSS RESULTS OF EXECUTIVE SESSION.  
Council reconvened into regular meeting at 8:10 pm.

**B. FOLLOW-UP BUSINESS**

1. DISCUSSION AND POSSIBLE ACTION ON THE MAIN STREET STRIPPING, STOP SIGN STRIPPING AND ADDING A STOP SIGN AT TIMBERLANE AND RIVERSIDE (SHORT SECTION OF TIMBERLANE). Alderman Mondragon stated he hasn't received an email back on the cost and that was two weeks ago, therefore Mondragon will follow up again.

**Correspondence/Announcements:**

ALDERMAN MCGILVRAY - No comment.

ALDERMAN MONDRAGON - No comment.

ALDERMAN SMITH – No comment.

ALDERMAN ALLBRIGHT – No comment.

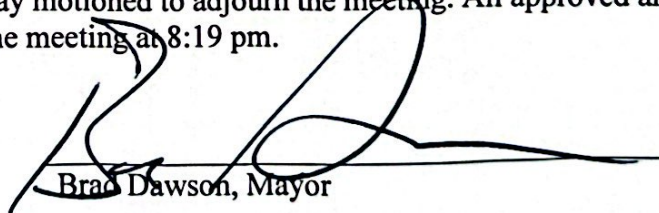
ALDERMAN ARMISTEAD – No comment.

CITY CLERK – No comment.

MAYOR DAWSON – Reminder to work with the community.

**Adjournment:**

Alderman Allbright and Alderman McGilvray motioned to adjourn the meeting. All approved and the motion carried. Mayor Dawson adjourned the meeting at 8:19 pm.



Brad Dawson, Mayor

Attest:



Amanda Blake, City Clerk