

**Minutes for Regular Session Council Meeting
City of Hillcrest Village
Monday, May 12, 2025**

Mayor Pro Tem McGilvray called the Regular Session Council meeting to order at 6:00 pm.
Absent: City Attorney Chris Duncan

Invocation/Pledge

Invocation given by Travis Hobbs. Pledge completed.

Public Forum

John Patterson - 108 E. Timberlane Drive – Gave his appreciation to the Council for serving the City.

Reports/Recommendations from Contractors/Employees:

- A. Caleb Cristofaro– MUNICIPAL DISTRICT SERVICES – Caleb gave his monthly report. Alderman Mondragon motion to allow MDS to distribute delinquent notices.
- B. Shohn Davison – MARSHAL’S OFFICE – Marshal Davison gave his monthly report. Truck update will be operational in three weeks. Marshal recommended a new restricted parking ordinance.
- C. Travis Hobbs – EMERGENCY MANAGEMENT COORDINATOR – Travis gave his monthly report. Hurricane season is around the corner, reminder to prepare.

Minutes

Alderman Mondragon and Alderman Smith motioned to approve April 21, 2025, Council meeting minutes. 4-0 approved and the motion carried.

Monthly Financial Statements:

Council did not approve a financial report for March or April 2025. They were given the excel document for the General Fund ledger at this time going back to January 2025 to current and were welcome to ask any questions.

Business:

A. NEW BUSINESS/DISCUSSION

- 1. DISCUSSION AND POSSIBLE ACTION DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF CCR (CONSUMER CONFIDENCE REPORTS). Caleb spoke regarding CCR reports. Alderman Smith motioned to approve the distribution. Alderman Allbright seconded. 4-0 approved and the motion carried.
- 2. DISCUSSION AND POSSIBLE ACTION ON UPDATING THE CONTACTS FOR CENTRAL BANK IN RESOLUTION 04-2025. Alderman Allbright motioned to approve as written Ordinance 04-2025. Alderman McGilvray seconded. 4-0 approved and the motion carried.

3. DISCUSSION & POSSIBLE ACTION ON ADDING CITY SECRETARY AMANDA HANLON AS A SIGNATORY TO REGIONS BANK TO GRANT ONLINE BANKING ACCESS. Alderman/Mayor Pro Tem McGilvray motioned to approve adding Amanda Hanlon, City Secretary to the Regions bank account to gain online banking access. Alderman Smith seconded. 4-0 approved and the motion carried.
4. DISCUSSION AND POSSIBLE ACTION ON ORDER OF SPECIAL ELECTION FOR NOVEMBER 4, 2025, ORDINANCE 2025-04. Alderman Smith motioned to approve Notice of Special Election Ordinance 2025-4. Alderman Allbright seconded. 4-0 approved and the motion carried.
5. DISCUSSION AND POSSIBLE ACTION REGARDING JOEL MARIN'S APRIL 1, 2025, INVOICE #73004. Council discussed the invoice briefly. Alderman Allbright motioned to pay this last and final invoice to Joel Marin's Office. Alderman McGilvray seconded. 4-0 approved and the motion carried.
6. DISCUSSION AND POSSIBLE ACTION ON THE PERMIT AND TEXAS WATER DEVELOPMENT BOARD CAV PERMIT AUDIT RESULTS. Alderman Mondragon motioned to make communication with our auditor, Belle Gonzalez over what exactly the city needs to do to address the last action item for the permit audit. Alderman McGilvray seconded. 4-0 approved and the motion carried.
7. DISCUSSION AND POSSIBLE ACTION REGARDING THE LICENSING AGREEMENT BETWEEN RESIDENT PATRICIA ROBERTS AT 1000 MAIN ST AND THE CITY OF HILLCREST VILLAGE. Council reviewed the licensing agreement written by city attorney, Chris Duncan, prior to the meeting. Alderman Mondragon stated the agreement looked good but needed to update to the correct city (not City of Freeport). Alderman Allbright motioned to approve the licensing agreement upon the city attorney correcting the City of Freeport to Hillcrest Village. Alderman Smith seconded. 4-0 approved and the motion carried.
8. DISCUSSION AND POSSIBLE ACTION REGARDING THE HEALTH AND SAFETY CONCERN AT PROPERTY OF 109 E. SHERWOOD DRIVE. Council discussed the concern. Alderman McGilvray motioned to send a certified letter of noncompliance to property owner of 109 E. Sherwood Drive. Alderman Smith seconded. 4-0 approved and the motion carried.

Correspondence/Announcements:

MAYOR PRO TEM MCGILVRAY – Appreciated everyone attending.

ALDERMAN MONDRAGON – Reminder about budget meetings coming up.

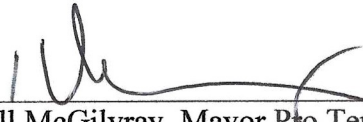
ALDERMAN SMITH – No comment.

ALDERMAN ALLBRIGHT – Pass.

CITY CLERK – Teamed up with the Marshal's Office and had them do a street light check. I reported the lights out directly to CenterPoint and TNMP.


Adjournment:

Alderman Mondragon and Alderman Smith motioned to adjourn the meeting. All present approved and the motion carried. Mayor Pro Tem McGilvray adjourned the meeting at 6:55 pm.



Kendall McGilvray, Mayor Pro Tem

Attest:



Amanda Hanlon, City Secretary