

**Minutes for Regular Session Council Meeting
City of Hillcrest Village
Monday, August 18, 2025**

Mayor Pro Tem McGilvray called the Regular Session Council meeting to order 6:00 pm.

Present: Mayor Pro Tem/Alderman McGilvray, Alderman Mondragon, Alderman Smith, Alderman Allbright, EMC Travis Hobbs, and Marshal Davison.

Invocation/Pledge – Give by EMC Hobbs. Pledge completed.

Public Forum – NA.

Reports/Recommendations from Contractors/Employees:

- A. Caleb – MUNICIPAL DISTRICT SERVICES – Caleb gave his monthly report. Alderman Mondragon motioned to approve that MDS move forward on delinquent accounts. Alderman Smith seconded. 4-0 approved and the motion carried.
- B. Shohn Davison – MARSHAL'S OFFICE – Marshal Davison gave his monthly report.
- C. Travis Hobbs – EMERGENCY MANAGEMENT COORDINATOR – Travis gave his report. Travis have TDEM zoom meeting on Friday, August 23, 2024. Council requested a list of active grants to keep in the know and Travis will build that short list.

Minutes:

Alderman Allbright motioned to approve the minutes for July 28, 2024 - Special Session Council Meeting and August 11, 2025 - Budget Workshop minutes. Alderman Smith seconded. All approved and the motion carried.

Monthly Financial Statements: None at this time, CPA still working on the accounts.

New Business:

- 1) DISCUSSION AND POSSIBLE ACTION ON RESIDENT JOHN PATTERSON LOCATED AT 108 E. TIMBERLANE DRIVE WANTING AN UPDATE ON THE MOVING OF THE FENCE AT THE SEWER PLANT AND THE BLOCKED DRAINAGE AT RIVERSIDE AND W WILDWINN DRIVE.

Mayor Pro Tem/Alderman McGilvray and MDS rep, Caleb, gave update regarding the fence at the sewer plant. Caleb and Mike Champion met Monday 8/25/25 regarding the fence adjustment and worked together on a solution. Caleb has already contacted County regarding the blocked drainage, and they stated they would look into it. Since County is aware of the drainage issue, therefore no city action.

- 2) DISCUSSION AND POSSIBLE ACTION ON FY 2025-26 BUDGET ADJUSTMENTS.

Council discussed a few changes to the budget. The changes for City of Alvin for Fire-EMS services, modify payment from quarterly payments to one payment in December. This bill has increased

- 3) DISCUSSION AND ACTION ON SELECTING A TAX RATE FOR THE NEW FISCAL YEAR 2025-2026.
Council discussed tax rates. Alderman Smith motioned to approve the voter approval rate of 0.324537. Alderman Allbright seconded. 4-0 approved and the motion carried.
- 4) DISCUSSION AND POSSIBLE ACTION ON AN INTERLOCAL AGREEMENT BETWEEN BRAZORIA COUNTY ENGINEERING AND HILLCREST VILLAGE. Alderman Smith motioned to accept the Interlocal agreement between with Brazoria County Engineering Department. Alderman Allbright seconded. 4-0 approved.
- 5) DISCUSSION AND POSSIBLE ACTION ON TIER RATE ORDINANCE AMENDMENT. Caleb spoke regarding the tier water & sewer rates and what a tier amendment would look like; he included a few examples of the various tiers for Council to review. Council asked for more information regarding total monetary figures (projected revenue) under the current rates and the tier rate they agreed on.
- 6) DISCUSSION AND POSSIBLE ACTION ON THE AUDIT ENGAGEMENT LETTER.
Secretary stated the engagement letter is to start the FY 2024-2025 audit process. Alderman Smith motioned to accept the KM&L audit engagement letter. Alderman Allbright seconded. 4-0 approved and the motion carried.

A. FOLLOW-UP BUSINESS

- 1) DISCUSSION AND POSSIBLE ACTION ON APPROVING AMENDED CONSOLIDATED AND BUILDING STANDARDS ORDINANCE 3-2020 TO ORDINANCE 5-2025. Alderman Allbright motioned to approve the updated Consolidated Building and Standards Ordinance 5-2025 as written. Alderman Smith seconded. 4-0 approved.
- 2) DISCUSSION AND OPEN REQUESTS FOR QUALIFICATIONS FOR MUNICIPAL ENGINEERING SERVICES.
This is for RFQ 2025-002, one company submitted qualifications and that is A&S Engineers, Inc. Mr. Patel with A&S Engineers, Inc. attended the council meeting to answer any questions and gave a quick bio of the company, who has also worked with MDS on other projects, as well as they are a small company. They can their own field inspections, full service design, wastewater permit, bond elections and paperwork, and GIS mapping, in house surveying. They can prepare Engineering and Evaluation plans 10-20-40 year plans.

Correspondence/Announcements:

ALDERMAN MONDRAGON – Inquired about the County road repair list and asked for a list of potholes.

ALDERMAN SMITH – no comment


ALDERMAN ALLBRIGHT – no comment

CITY CLERK – pothole at 202 W Timberlane Dr. and 207 W Timberlane Dr, making a list for Brazoria County Engineering Dept.

MAYOR PRO TEM McGILVRAY – Thank you for attending the Council meeting.

Adjournment:

Alderman Smith and Alderman Albright motioned to adjourn the meeting. All approved and the motion carried. Mayor Pro Tem McGilvray adjourned the meeting at 7:24 pm.



Kendall McGilvray, Mayor Pro Tem

Attest:



Amanda Hanlon, City Secretary