

**Minutes for Regular Session Council Meeting
City of Hillcrest Village
Monday, March 09, 2026**

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

Present: Alderman Smith, Alderman Allbright, Alderman Mondragon, Alderman Sital, EMC Travis Hobbs, Marshal Davison, City attorney Chris Duncan, and MDS Rep Caleb Cristofaro.

Mayor McGilvray arrived late due to work and arrived at 6:16 pm. Mayor Pro Tem Smith continued leading the meeting.

Invocation/Pledge

The pledge was completed then Travis completed the Invocation.

Public Forum

NA.

Reports/Recommendations from Contractors/Employees:

- A. Caleb Cristofaro– MUNICIPAL DISTRICT SERVICES – Caleb gave his monthly report. There is one in arrears that accounts for 2/3 of the delinquent amount. Table this account till next month so the attorney can look into the property. Alderman Allbright motioned to approve MDS to move forward on sending delinquent letters to the delinquent accounts. Alderman Mondragon seconded. All approved and the motion carried. Riverside Water plant #2 header separated today and repair is still needed. Alderman Allbright motioned to approve the header repair at water plant #2 and set the repair cost at \$20,000. Alderman Sital seconded. All approved and the motion carried.
- B. Shohn Davison – MARSHAL’S OFFICE – Marshal Davison gave his monthly report and annual TCOLE Racial Profiling report. Brake service on the F150 completed. DPS audit was completed and passed without issues.
- C. Travis Hobbs – EMERGENCY MANAGEMENT COORDINATOR – Travis gave his monthly report. Submitted generator grant paperwork to TDEM. Hurricane season is 3 months away and asking if Council can stay after to get a photo for their City ID badge.

Minutes:

Alderman Allbright and Alderman Mondragon motioned to approve the February 16, 2026 – Special session minutes and February 26, 2026 – City Projects workshop. All approved and the motion carried.

Monthly Financial Statements:

Council was emailed the February 2026 financial reports prior to meeting. Alderman Allbright motioned to approve the February 2026 Financial report. Alderman Sital seconded. All approved and the motion carried.

Follow-Up Business:

1. DISCUSSION AND POSSIBLE ACTION A&S ENGINEERING'S BOND ELECTION PREP PRPOSAL.
Mr. Anderson had to cancel being in attendance and notified our office on March 9, 2026. Alderman Allbright asked about the GIS mapping and if it is needed, Caleb stated not necessary, can come back to it. A&S Engineering will not be able to break the proposal cost between water and sewer for the CIP preparation, however, can for future improvements. Alderman Allbright motioned to approve the original \$29,000 for the proposal as written for A&S Engineering for water and sewer study. Alderman Smith seconded. All approved and the motion carried.
2. DISCUSSION AND POSSIBLE ACTION ON A LEAK ADJUSTMENT POLICY ORDINANCE.
Council discussed this policy with Caleb and Mr. Duncan (city attorney). Council will adopt the MDS policy. City attorney will draft the ordinance and send it over for signing. Alderman Mondragon motioned to adopt the leak adjustment and pool adjustment policy in an ordinance. Alderman Smith seconded. All approved and the motion carried.
3. DISCUSSION AND POSSIBLE ACTION ON THE MUNICIPAL COURT.
City attorney, Mr. Duncan spoke regarding the updated court proposal. Mr. Duncan would have to go through the ordinances and possibly update them. Council needs to think about a judge doing standing orders for citation or code ordinance violations, allowing residents a resolution without coming to court and giving the court consistency and saving money. Court will need a juvenile offender program as its state law and need a code ordinance citation form, separate from traffic. The court would cost about a \$600/month. Council requested Mr. Duncan (city attorney) to implement the Hillcrest Municipal Court as soon as possible utilizing a "visiting judge".

New Business:

1. RESIDENT SARAH SIMONEAUX AT 103 MUSTANG DRIVE WANTS TO DISCUSS THE SCRAPPING OF THE DITCHES.
Sarah is wondering why the scrapping of ditches stopped at Mustang and asks why they didn't continue down to Mustang and down to Verhalen. Alderman Mondragon will have Road and Bridge come out and look at Mustang since Sarah stated there were some slow drainage issues down Mustang.
2. DISCUSSION AND POSSIBLE ACTION CITY SECRETARY OFFICE SETUP.
Alderman Sital spoke on this topic. Council asked for Secretary's input, she would appreciate the bigger screen, and dual screens would be even nicer since due to some of the work she handles. Council agreed that the purchase of screens would be fine and they are cheap enough these days, but city secretary still needs to price screens and submit my findings to the Mayor. No motion is needed since they are under the cost of needing Council approval.

Correspondence/Announcements:

ALDERMAN MONDRAGON – No comment.

ALDERMAN SITAL – No comment.

ALDERMAN SMITH – No comment.

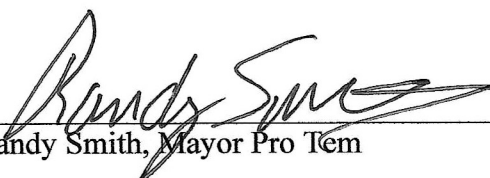
ALDERMAN ALLBRIGHT – No comment.

CITY CLERK – Just had a reminder about the IDs.

MAYOR MCGILVRAY – Asked Caleb about the issue at the Riverside water well generator where it faulted and threw a belt and messed up panel, panel under warranty. He asked if they checked the panels. Caleb stated they only read the hours every day.


Adjournment:

Alderman Mondragon and Alderman Smith motioned to adjourn the meeting. All approved and the motion carried. Mayor Pro Tem Smith adjourned the meeting at 7:08 pm.



Randy Smith, Mayor Pro Tem

Attest:



Amanda Hanlon, City Secretary