

**Minutes for Regular Session Council Meeting
City of Hillcrest Village
Monday, November 18, 2024**

Mayor Dawson called the Regular Session Council meeting to order at 6:00 pm.
Absent: Alderman Allbright and City Attorney, Chris Duncan.

Invocation/Pledge

Travis Hobbs gave the invocation. Pledge was done.

Public Forum

NA.

Reports/Recommendations from Contractors/Employees:

- A. Caleb – MUNICIPAL DISTRICT SERVICES – Caleb gave his monthly report. Stated the design capacity is 28%, which is good. Council had questions regarding water bill amounts, rebill and meters. Water plant #1 and #2 panels are going to be installed this week.
- B. Shohn Davison – MARSHAL'S OFFICE – Marshal Davison gave his report. Officer Cody will cover the gaps between the other officer's shifts and be more present during the day.
- C. Travis Hobbs – EMERGENCY MANAGEMENT COORDINATOR – Travis gave his monthly report. FEMA reimbursement is in FEMA's hands currently.

Minutes:

Alderman McGilvray motioned to approve the minutes for Regular Session Council Meeting October 21, 2024. Alderman Smith seconded that motion. All present approved and the motion carried.

Monthly Financial Statements:

Alderman McGilvray motioned to approve the September and October 2024 Financial Statements. Alderman Smith seconded that motion. All approved and the motion carried.

Follow-Up Business:

A. NEW BUSINESS/DISCUSSION

- 1. DISCUSSION AND POSSIBLE ACTION ON ACCEPTING ONE OF THE THREE SUBMITTED PROPOSALS TO APPLY EPOXY AND POLYASPARTIC FLOOR FINISH TO THE INSIDE OF THE MUNICIPAL BUILDING. 3 proposals submitted; Mayor Dawson went over them. Alderman Smith motioned to approve South Coast Epoxy proposal in the amount of \$4,275.00. Alderman McGilvray seconded. All present approved and the motion carried. Mayor Dawson will call them tomorrow to schedule the project.
- 2. DISCUSSION OF CHRISTMAS CANDLE SALES SCHEDULE.

Mayor Dawson created a Christmas candle sales schedule, and it will go out with the water bills. He needs Councils assistance in the sign up of sale shifts, a shift schedule has been created.

3. DISCUSSION AND POSSIBLE ACTION ON THE INVESTMENT POLICY, PROCEDUREMENT POLICIES BOTH FEDERAL AND NON-FEDERAL AND THE GENERAL POLICIES AND PROCEDURES. Alderman Armistead stated the City has currently been using the State's procurement procedures, but they are vague. Mayor stated the council needs to review this information for the next month and create resolution. This is also one of the suggestions from the KM&L CPA 2023 audit. Alderman Mondragon motioned to table this topic till next month's meeting. Alderman Smith seconded. All present approved and the motion carried.
4. DISCUSSION AND POSSIBLE ACTION ON ACCEPTING BRAZORIA COUNTY ENGINEERING PROPOSAL FOR ROAD AND DRAINAGE IMPROVEMENTS.
Mayor Dawson spoke on this topic regarding which roads to get help on the drainage and road concerns throughout the city. Alderman Mondragon motions to accept the Brazoria County proposal for road and drainage improvements.
5. DISCUSSION AND POSSIBLE ACTION ON DEFINING THE MARSHAL'S OFFICE RESPONSIBILITIES IN THE EVENT OF A HURRICANE OR OTHER DISASTER.
This was discussion between Council and Marshal. No action needed to be taken.
6. DISCUSSION AND POSSIBLE ACTION ON RENEWING OF THE SAM.GOV ACCOUNT FOR 2025. Moved to the end of the council meeting for executive session, please see the below.
7. DISCUSSION AND POSSIBLE ACTION REGARDING FY 2023 BUDGET AMENDMENTS.
Alderman Smith motioned to approve the 2023-2024 budget amendments. Alderman McGilvray seconded. All present approved and the motion carried.
8. DISCUSSION AND POSSIBLE ACTION REGARDING BRAZORIA COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS ELECTION VOTE. Council discussed and reviewed the candidates for this position. Alderman McGilvray motioned to table this vote for the Brazoria County Appraisal District Board of Directors. Alderman Smith seconded. All present approve and motion carried.

Mayor Dawson called to convene into Executive Session at 7:30 pm. Convene into Executive Session 551.074 Personnel Matters.

Reconvene into Regular Meeting to discuss results of the executive session.
Council reconvened into regular meeting at 7:42 pm. No action was taken.

Correspondence/Announcements:

ALDERMAN MCGILVRAY – No comment.

ALDERMAN MONDRAGON – No comment.

ALDERMAN SMITH – No comment.

ALDERMAN ALLBRIGHT – Absent.

ALDERMAN ARMISTEAD – No comment.

CITY CLERK – No comment.

MAYOR DAWSON – Trash bins need to be done. Council suggests Thursday or Friday.

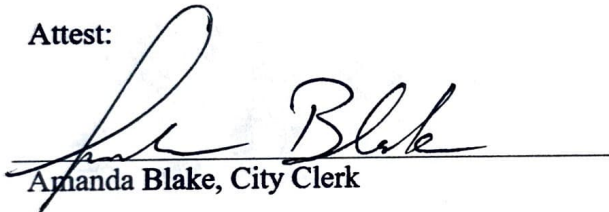
Adjournment:

Alderman Smith and Alderman Armistead motioned to adjourn the meeting. All present approved and the motion carried. Mayor Dawson adjourned the meeting at 7:50 pm.



Brad Dawson, Mayor

Attest:



Amanda Blake, City Clerk