

**Minutes for Regular Session Council Meeting  
City of Hillcrest Village  
Monday, March 17, 2025**

Mayor Dawson called the Regular Session Council meeting to order at 6:03pm.

Absent: Alderman McGilvray

Amanda Blake, City Secretary was late and didn't arrive till 7:02 pm.

**Invocation/Pledge**

Invocation not given. Pledge completed.

**Public Forum**

N/A.

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

- A. Caleb Cristofaro– MUNICIPAL DISTRICT SERVICES – Caleb gave his monthly report. MDS recommends 160 meters to be replaced in the city, average estimated \$200 per meter.
- 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 was absent.

**Minutes**

Council did not discuss or approve February 10, 2025, or February 17, 2025, Council minutes at this time, this will be added at the April council meeting.

**Monthly Financial Statements:**

Council did not discuss or approve February 2025 financial statements at this time. This will be added to the April council meeting.

**Business:**

**A. FOLLOW-UP BUSINESS**

- 1. KM&L CPA FIRM WILL BE PRESENTING THE RESULTS OF THE CITY AUDIT FOR THE FISCAL YEAR 2023-2024.  
Wade Whitlow presented the year end September 30, 2024, city audit and it was a clean audit. Council discussed it.
- 2. DISCUSSION AND POSSIBLE ACTION ON APPROVING COST OF UPDATING CITY WEBSITE.  
Tabled this topic.

**B. NEW BUSINESS/DISCUSSION**

- 1) DISCUSSION AND POSSIBLE ACTION ON THE TERMINATION LETTER THE CITY RECEIVED FROM JOEL MARIN'S OFFICE. Council discussed the letter, but no action was taken.

- 2) DISCUSSION AND POSSIBLE ACTION ON RETRIEVING ALL OF THE CITY RECORDS FROM JOEL MARIN'S OFFICE. Mayor will be setting up a date to move boxes with help from volunteers. No action will be taken.
- 3) DISCUSSION AND POSSIBLE ACTION ON SELECTING A TELECOMMUNICATION COMPANY TO BUNDLE OUR INTERNET AND PHONE LINES INTO THE CITY HALL.  
Council discussed this matter. Alderman Allbright motioned to authorize Mayor Dawson to setup a contract. Alderman Mondragon seconded. 4-0 approved and motion carried.
- 4) DISCUSSION AND POSSIBLE ACTION ON MOVING FORWARD WITH THE PURCHASE OF THE QUICKBOOKS GOVERNMENT ACCOUNTING SOFTWARE AND TRAINING.  
Alderman Armistead would like to get permission to move forward and purchase QuickBooks. \$1,500/hour for training. Council discussed the topic. Alderman Mondragon motioned to allow Alderman Preston Armistead to sign the QuickBooks contract and up to \$5,000 in training. Alderman Allbright seconded. All approved and the motion carried.
- 5) DISCUSSION AND POSSIBLE ACTION ON CONTRACTING WITH AN ACCOUNTING CONSULTING FIRM. This topic goes with discussion topic #4. Alderman Armistead stated need to have an outside company come in periodically to check. No action taken here.

**Correspondence/Announcements:**

ALDERMAN MCGILVRAY – Absent.

ALDERMAN MONDRAGON – No comment.

ALDERMAN SMITH – No comment.

ALDERMAN ALLBRIGHT – Referenced a Hillcrest Village sign coming on Fairway Drive that is black and needs to be cleaned.


ALDERMAN ARMISTEAD – He suggests a deep dive budget workshop. We need to change our ways a bit.

CITY CLERK – No comment.

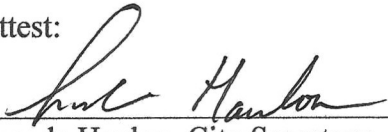
MAYOR DAWSON – He will send an email around to help pencil in to help move boxes from Joel Marin's office.

**Adjournment:**

Alderman Mondragon and Alderman Allbright motioned to adjourn the meeting. All approved and the motion carried. Mayor Dawson adjourned the meeting at 7:37 pm.

  
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Kendall McGilvray, Mayor Pro Tem

Attest:

A handwritten signature in cursive script, appearing to read "Amanda Hanlon". The signature is written in black ink and is positioned above a horizontal line.

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Amanda Hanlon, City Secretary