

**OFFICIAL MINUTES
TOWN OF HOLIDAY LAKES, TEXAS
REGULAR MEETING
MARCH 19, 2024**

TOWN OF HOLIDAY LAKES

A regular meeting of the Town Council of the Town of Holiday Lakes, Texas, was conducted on Tuesday, March 19, 2024, A.D., at 7:00 p.m. in the Holiday Lakes Municipal Building, within the corporate limits of said town.

INVOCATION AND PLEDGE – Mayor Pro Tem Disa Schulze.

Call to Order – Mayor Norman Schroder called the meeting to order at 7:02 p.m.

Record Members Present and Establish Quorum – Acting City Secretary Sabrina Dodd called roll and ascertained a quorum was present. The quorum included Mayor Norman Schroeder, Mayor Pro Tem Disa Schulze, Alderwoman Roberta Hamby, Alderman Lorenzo Macias, Alderman Terry Mitchell and Alderwoman Kay Young were present.

Approve/Reject: Minutes of February 20, 2024 – Motion was made by Mayor Pro Tem Disa Schulze and was seconded by Alderman Lorenzo Macias. The motion carried with 5 Ayes and 0 Nays.

Approve/Reject: Pending Bills and Actual Disbursements for February 2024 – After reviewing pending bills and actual disbursements, Alderman Macias made a motion to approve the pending bills and actual disbursements with Alderman Young seconded the motion. Mayor Pro Tem Schulze questioned a purchase at Boot Barn. Mayor Schroeder advised the boots were for Maintenance Worker Lawrence Jones. Alderman Kay Young questioned Amazon purchases, Interim City Secretary Julie Guevara advised that when an order is made to Amazon, each item is charged separately instead of together. Alderman Terry Mitchell questioned at purchase at Honda of Lake Jackson, Mayor Schroeder advised the purchase was for chain saw blades. Mayor Pro Tem Disa Schulze clarified Texpool Acct is gaining interest.

Presentation of Police Report for February 2024- There were 42 calls for service: 14 business checks, 2 juvenile complaints, 1 Traffic complaint, 1 Citizen Assist, 2 Loose Livestock, 1 Traffic accident, 3 Disturbances, 1 Animal Complaint, 1 Stolen vehicle, 3 traffic stops, 7 close patrols, 3 citizen contacts, 5 code enforcement, 2 Ambulance calls, 1 shots fired, 1 wildlife, 1 welfare check, 1 civil complaint, 1 loud music, 2 follow up, 1 escaped inmate, 1 theft and 1 dog bite. Sgt. Bilbrey read a letter from Lt. Davis regarding an intermediate level of force for officers. Taser is unavailable currently due to the cost, but Lt. Davis is willing to train, certify and prep all officers and vehicles with the means for using OC or pepper spray. Mayor advised that he is on board if the Chief of Police is ok. Mayor Pro Tem advised general concise is that all the council is okay with it.

Presentation of Court Report for January 2024 – Interim City Secretary Sabrina Dodd reported that the courts are still shut down, but fines are still being paid. Collected \$185.00 in fines for the last month.

Public Comments – Monica Hancock reporting she was given some information to present to the city about a trailer that has been abandoned. Monica advised the trailer and debris from the trailer has been blown into the lake because of the storm last week. Sgt. Bilbrey advised that she had sent a letter to the owners. There will be another certified letter sent to the owners. Sgt. Bilbrey advised that she has been speaking to the mayor about this trailer. There is action in the works for this trailer. Mayor Schroeder advised they can clean up the property and the lake.

Monica Hancock also advised that the minutes from November and December are not on the website. Requests that it needs to be fixed.

James Hamby reporting a concern about a conflict of interest with one of their police officers being the interim city secretary. Sgt. Bilbrey advised Sabrina Dodd is on “loan” from the police department and on Leave of Absence and not doing any work with the PD. The position should have been voted on, but for now the position is being filled by someone who is already employed by the city. The city would like to get the mess cleaned up first before a new person is put into the position.

8: Approve/ Reject Action Item 7 Firewall Protection: Talking about getting a firewall for the computers for the office and the police department. Alderman Young request to get two more bibs for the firewall protection. Item will be tabled until additional information can be obtained. Mayor Pro Tem made a motion to table firewall protection until additional information can be gathered. Alderman Mitchell seconded the motion. The motion passed with 5 ayes and 0 nays.

9: Approve/ Reject Action Item 8 IWorQ Software: Mayor Schroeder reporting IWorQ software for maintenance and work orders. He was not able to view the meeting but was unable to. Discussion was had about the information. Sgt. Bilbrey reporting that she uses IWorQ for Code Enforcement. She stated it has saved her time. Mayor Pro Tem Schulze made a motion to table the action until after the audits have been completed. Alderman Macias seconded the motion. The motion passed with 5 ayes and 0 nays.

10: Approve/Reject Action Item 9 Leslie Liondas: Mayor Schroeder presenting the bids to have Leslie Liondas retained to assist in cleaning up QuickBooks and assist with conversion from QuickBooks desktop to QuickBooks online. Mayor Schroeder advised Leslie to work to clean up and streamline QuickBooks. Mayor Pro Tem Schulze advised there is a big mess in QuickBooks and that it needs to be done so the city can move forward. There were items not entered into QuickBooks or items were not taken out of QuickBooks. Mayor Pro Tem Schulze advised that the past reconciliations were not correct because the amounts were not correct.

Mayor Pro Tem Schulze made a motion to accept the proposal. Alderman Mitchell seconded the motion. The motion was passed with 5 ayes and 0 nays.

11: Approve/Reject Action Item 10 Equipment for New Police Unit: New 2018 Chevrolet Police unit was donated to the police department. There is some equipment that needs to be placed in the unit. Mayor Pro Tem Schulze requested additional quotes. Mayor Pro Tem Schulze made a motion to table this action until additional information or quotes can be given. Alderman Hamby second the motion to table the item until addition information can be gathered. Motion passed with 5 ayes and 0 nays.

12: Approve/Reject Action Item 11 Requests from Alderman Hamby: Proposal for a Feral Cat Program that is no cost to the city and will help to control the cat population in Holiday Lakes. It is a trap, neuter or spay program and are given their shots. The program just needs a volunteer to take care of the program. The program requires someone to administer the program who can trap the cats and take them to the vet. Alderman Mitchell made a motion to table the program until additional information is obtained. The motion passed with 5 ayes and 0 nays. Next item Alderman Hamby wanted to address was the concept of Maintenance Worker Lawrence Jones going to school without the permission or agreed upon by the council. Mayor Schroeder advised that TECQ said that he was ordered to go by the state at the earliest convenience. Next item Alderman Hamby requests for use of the restroom inside city hall during the easter egg hunt on March 30, 2024. Mayor Schroeder said he does not have a problem with it. Mayor Pro Tem advised that if the restrooms are not left a mess that she does not see a problem with it.

13: Approve/Reject Action Item 12 Kaluza Surveying Services: Mayor Schroeder advised of a rule that must be done by October to have an inventory and a list of the pipes in the area. Galvanized pipes need to be changed, as they are not allowed anymore. Kaluza has the plans already, but it needs to be done as ordered by the state. A motion was made by Mayor Pro Tem Schulze that the city engage with Kaluza Inc for the services of professional engineering and surveying services up to the amount of \$10,000. Alderman Kay Young seconded the motion. The motion passed with 5 ayes and 0 nays.

14: Approve/Reject Action Item 13 Arpa Money: Mayor Schroeder reporting there is money in the TexPool account from the ARPA Money grant. The original thought for the money was for automated water meters, but there are problems coming out of that. A different idea would be a generator for the City Hall building. The other idea would be a fence around the program or a possible pavilion with restrooms for the park. Discussion ensued and a decision was made. Mayor Pro Tem Schulze made a motion to reject the proposal for the ARPA automatic water meters and seconded by Alderman Hamby with a proposal to look at a generator and a restroom, pavilion and septic system at the park. Motion was carried with 5 ayes and 0 nays.

Travel Trailer Permits- Mayor Norman Schroeder reported that none had been submitted.
Manufactured Home Permits- Mayor Norman Schroeder reported none had been submitted.

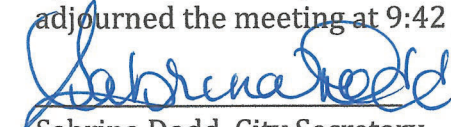
Building Permit: Mayor Norman Schroeder reported that none had been submitted.

Closed Executive Session – Mayor Pro Tem Schulze made a motion to adjourn to executive session. The motion was seconded by Alderman Young. Motion carried with 5 ayes and 0 nays. Mayor Norman Schroeder adjourned into executive session at 9:01 p.m.

Action taken as result of closed executive session – Mayor Norman Schroeder called the meeting back to order at 9:27 p.m. Mayor Schroeder advised he gave the sealed executive session envelope to City Secretary. Sabrina Dodd. Action taken as a result of the executive session there was a discussion of employee raises. Motion made by Mayor Pro Tem Schulze and seconded by Alderman Hamby to give the selected employees raises. Motion was carried with 5 ayes and 0 nays.

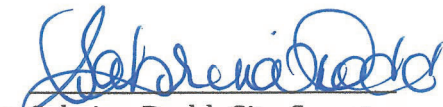
Elected Officials Reports – Mayor Schroeder asking for each council member's reports. Alderman Hamby advised there is an Easter Egg Hunt at the park behind city hall on March 30th with games. Alderman Lorenzo Macias advised he had nothing to report. Alderman Terry Mitchell they are having a scheduling conflict to get with Alderman Macias to finish installing the lights above the mailboxes. Alderman Kay Young reporting the lily pads are coming back in the lake. Mayor Pro Tem advised to get a certain kind of aquatic weed killer to get rid of the lily pads. The mayor looking for the title for the police department, given to him to look at it. Sgt. Bilbrey requested a change to the new unit to make it a supervisor unit and to just get magnetic signs on the side of the vehicle. Alderman Mitchell request to have a proposal put on next months agenda. James Hamby requesting if it would be possible to send the partitions off to be sized and then get them back so that the community room could be rented out.

Adjournment – Mayor Pro Tem Schulz made a motion to adjourn. The motion was seconded by Alderman Hamby and carried on a vote of 5 Ayes and 0 Nays. Mayor Norman Schroeder adjourned the meeting at 9:42 p.m.


Sabrina Dodd, City Secretary


Norman Schroeder, Mayor

ATTEST: THIS IS A TRUE AND ACCURATE COPY OF THE CITY COUNCIL MEETING CONDUCTED ON THE 19th DAY of MARCH, 2024.


Sabrina Dodd, City Secretary