

**OFFICIAL MINUTES
TOWN OF HOLIDAY LAKES, TEXAS
SPECIAL MEETING
MAY 27, 2025**

TOWN OF HOLIDAY LAKES

A special meeting of the Town Council of the Town of Holiday Lakes, Texas, was conducted on Tuesday, May 27, 2025, 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 –Administrative Assistant Sabrina Dodd called roll and ascertained a quorum was present. The quorum included Mayor Norman Schroeder, Mayor Pro Tem Disa Schulze, Alderwoman Joyce Carr, Alderman Lorenzo Macias, Alderman Terry Mitchell and Alderman Kay Young were present.

Approve/Reject: Minutes of Special Meeting on April 15, 2025 and Special Meeting of May 14, 2025–Alderman Lorenzo Macias made a motion to approve the minutes. Mayor Pro Tem Disa Schulze seconded the motion. No other discussion needed, motion passed with 5 Ayes and 0 Nays.

Approve/Reject: Pending Bills and Actual Disbursements for March 2025 and April 2025 – Mayor Pro Tem Disa Schulze spoke about the taxes for ADT, Xerox and Microsoft. Mayor Pro Tem Disa Schulze requested for all taxes to be removed. Mayor Pro Tem Disa Schulze requested for one person to be in charge of ordering supplies. Questions regarding the water license and testing for Lawrence Jones. Mayor Pro Tem Disa Schulze made a motion to approve the financial report for the months of March and April Alderman Kay Young seconded the motion. Motion passed with 5 Ayes and 0 Nays..

Presentation of Police Report for April 2025 – Interim Chief Bilbrey presented three new officers for the Police Department. Interim Chief Bilbrey swore in the officers, Officers Kurt Smith, Robert Scherer, and Carl Seales. Interim Chief Bilbrey advised of an update regarding Axon In Car Cameras and the possibility of getting a credit, spoke to TNMP about fixing the streetlights. Interim Chief Bilbrey advised that her and Assistant Chief Newberry have been working on trainings, inspections on vehicles, and update on Police Department status and additional programs in progress. Interim Chief Bilbrey requested to change the paid holidays to take away New Year’s Day and add New Year’s Eve. Interim Chief Bilbrey advised they have implemented a random drug testing policy for the police department. The call volume for the month of April is 18 Traffic Stops, 12 Business Checks, 8 City Ordinances, 6 Follow up calls, 4 Animal Complaints, 3 911 Hang up’s, 3 Bar checks, 1 Public Service, 1 Disturbance, 1 Close Patrol, 1 Alarm, 1 Criminal Mischief, 1 Suspicious vehicle, 1 Trespass.

Approve/Reject Action Item 3: Mayor Schroeder spoke about updating all policies and ordinances in the Holiday Lakes Police Department. Interim Chief Bilbrey spoke with Council Members over Policy segments to get approved.

- 1.8 Significant Event Notification
- 4.4 Performance Evaluations
- 4.8 Reserve Officer Program
- 8.3 Assisting The Mentally Ill
- 9.2 Alarm Dispatch and Response
- 10.1 Municipal Court Operations

Mayor Pro Tem Disa Schulze made a motion to approve the policy segments. Alderman Kay Young seconded the motion. The motion passed with 5 Ayes and 0 Nays.

Presentation of the Court Report: Mayor Schroeder presented the court report for the month of April 2025. There was a total of \$1,660.00 paid into the courts.

Approve/Reject: Action Item 4: Change of Council Meeting Dates: Mayor Schroeder reported a request to change the council meetings to the 4th Tuesday of each month for the financial report to be complete. Mayor Pro Tem Disa Schulze made a motion to approve the date change for the council meeting dates. Alderman Joyce Carr seconded motion. Motion passed with 5 Ayes and 0 Nays.

Approve/Reject Action Item 5: Land Bid for Property in Holiday Lakes: Received a bid to purchase the property described as Holiday Lakes A0081 S Marsh Blk K Lot 28A. Discussion ensued. Alderman Terry Mitchell made a motion to reject the land bid. Alderman Joyce Carr seconded the motion. Motion passed with 4 Ayes and 1 Nays. Land bid proposal was rejected.

Approve/Reject Action Item 6: Updated Ordinances for Outside Trash and Debris – Mayor Schroeder presented the updated Ordinance for Outside Trash and Debris. Alderman Terry Mitchell requested for item 6 exemptions to be removed. A discussion continued regarding the trash and debris and the wording of the ordinance. Mayor Pro Tem Disa Schulze made a motion to approve the ordinance as presented. Alderman Joyce Carr seconded the motion. The motion passed with 5 Ayes and 0 Nays.

Approve/Reject Action Item 7: Removable Speed Bumps: Mayor Schroeder reported he had received a request to have removable speed bumps placed on streets throughout the Town. Discussion ensued. Alderman Terry Mitchell made a motion to reject the request for speed bumps. Alderman Lorenzo Macias seconded the motion. The motion was passed with 5 Ayes and 0 Nays.

Approve/Reject Action Item 8: Quote for Fundview: Mayor Schroeder presented the request for the town to purchase the upgrade for Fast Software Fundview to include the credit card processing module. The upgrade would save time for court personnel and processing time for court payments. Mayor Pro Tem Disa Schulze made a motion to approve

the quote for Fundview Fast Software. Alderman Kay Young seconded the motion. Motion passed with 5 Ayes and 0 Nays.

Approve/Reject Action Item 9: Update on Audits: Mayor Pro Tem Disa Schulze requested to table the audit update because the audit has not been completed.

Approve/Reject Action Item 10: Building Applications: Mayor Schroeder stated none had been presented.

Approve/Reject Action Item 11: Travel Trailer Permits: Mayor Schroeder stated none had been presented.

Approve/Reject Action Item 12: Manufactured Home Permits: Mayor Schroeder stated none had been presented.

Executive Session: Mayor Pro Tem Disa Schultz request to have an executive session. Alderman Lorenzo Macias seconded the motion to have an executive session. Motion passed with 5 Ayes and 0 Nays. Executive session started at 9:00 pm.

Action Taken as of Executive Session: Mayor Pro Tem Disa Schulze made a motion to give Mary Newberry a raise of \$3.00 per hour effective immediately. Alderman Kay Young seconded the motion. Motion passed with 5 Ayes and 0 Nays.

Elected Officials Reports – Alderman Terry Mitchell advised he looked at the 2006 Ford Truck. He also stated he took the truck for a drive, and stated that he thinks that if it could be fixed, it could be used as a back up truck for the maintenance personnel.

Public Comments – There were no public comments.

Adjournment – Mayor Pro Tem Disa Schulze made a motion to adjourn the meeting. Alderman Kay Young seconded the motion. The motion passed with 5 Ayes and 0 Nays.

Julie Guevara, City Secretary

Norman Schroeder, Mayor

ATTEST: THIS IS A TRUE AND ACCURATE COPY OF THE CITY COUNCIL MEETING CONDUCTED ON THE 15th DAY APRIL, 2025.

Sabrina Dodd, Administrative Assistant