

**OFFICIAL MINUTES  
TOWN OF HOLIDAY LAKES, TEXAS  
REGULAR MEETING  
OCTOBER 18, 2022**

**TOWN COUNCIL MEETING**

A regular meeting of the Town Council of the Town of Holiday Lakes, Texas, was conducted on Tuesday, October 18, 2022, A.D., at 7:00 p.m. in the Holiday Lakes Municipal Building, within the corporate limits of said town.

**INVOCATION AND PLEDGE OF ALLEGIANCE** – Mayor Pro Tem Disa Schulze

**Call to Order** – Mayor Norman Schroder called the meeting to order at 7:01 p.m.

**Record Members Present and Establish Quorum** – Town Secretary Cindy Clark called roll and ascertained that a quorum was present. The quorum included Mayor Norman Schroeder, Mayor Pro Tem Disa Schulze, Alderwoman Roberta Hamby, Alderman Lorenzo Macias Jr., Alderman Terry Mitchell, and Alderwoman Kay Young.

**APPROVE/REJECT** – Minutes of Regular Council Meeting of September 20, 2022. After a brief discussion Alderman Terry Mitchell made a motion to approve the Minutes of Regular Council Meeting of September 20, 2022, as submitted. The motion was seconded by Alderwoman Kay Young and carried on a vote of 4 Ayes and 0 Nays.

**APPROVE/REJECT** - Pending Bills and Actual Disbursements for September 2022. After reviewing stipulated pending bills and actual disbursements, Alderwoman Kay Young made a motion to approve the pending bills and actual disbursements as submitted. Alderman Lorenzo Macias Jr. seconded the motion which carried on a vote of 5 Ayes and 0 Nays.

**PUBLIC COMMENTS** – The only comment made was about the streetlights on Creekside Drive not working.

**APPROVE/REJECT/DISCUSS:** Travel Trailer Permit Requests, City Secretary Cindy Clark reported none had been submitted.

**APPROVE/REJECT/DISCUSS:** Permit Requests for Manufactured Homes more than 5 years old, or variances to placement, Secretary Cindy Clark reported none had been submitted.

**APPROVE/REJECT:** Request by Mr. Carrillo for road base to be placed on Marshall Ave. After a discussion Mayor Norman Schroeder informed Mr. Carrillo that he would look into the cost for his request, so the council could make a more informed discussion.

**APPROVE/REJECT:** Request to have streetlights installed or repaired as needed on Casey Lane. After a discussion it was decided that both ends of Casey Lane should have streetlights.

**APPROVE/REJECT:** Changes to Community Center Rental Application: Secretary Cindy Clark was asked to spellcheck the application and submit it next month for approval.

**APPROVE/REJECT:** Resolution 2022-04 hiring a grant administrator for the Community Development Block Grant-Mitigation (CDBG-MIT) grant administered through the Texas General Land Office. After a short discussion it was the consensus of council to approve Resolution 2022-04 naming Grantworks as Grant Administrator for the Community Development Block Grant- Mitigation (CDBG-MIT) Grant administered through the Texas General Land Office

**APPROVE/REJECT:** Resolution 2022-03 hiring an engineer for the Community Development Block Grant-Mitigation (CDBG-MIT) grant administered through the Texas General Land Office. After a short discussion it was the consensus of council to approve Resolution 2022-03 naming Kaluza, Inc. as engineer for the Community Development Block Grant- Mitigation (CDBG-MIT) Grant administered through the Texas General Land Office

**APPROVE/REJECT: LEXIS NEXIS SOFTWARE FOR POLICE DEPARTMENT:** Upon review it was noticed that the proposal was over a year old. At that point Mayor Pro Tem Disa Schulze made a motion to reject and require an updated proposal before approval could be considered. Alderwoman Roberta Hamby seconded the motion which carried on a vote of 5 Ayes and 0 Nays.

**PRESENTATION OF POLICE DEPARTMENT REPORT FOR SEPTEMBER 2022:** Cpl. Bilbrey presented the report. She stated there had been Thirty-Five (35) calls for services: 20 Traffic Stops, 1 Flag Down, 1 Theft, 1 Welfare Concern, 3 Disturbances, 1 Courtesy Ride, 3 Animal calls, 1 Illegal Burning, 1 Follow up, 1 Credit Card Abuse/Theft, 1 Motorist Assist, and 1 Loud Music. The units were driven 578.3 miles and used Seventy-Four (74) gallons of gasoline. Officer worked a total of 264 hours.

**PRESENTATION OF COURT REPORT:** City Secretary Clark presented the Court Report: There were two citations entered. We collected a total of \$1,565.00, of that \$860.95 was State Fees, \$288.63 Court Costs, \$1,317.00 in Fines, \$44.23 Technology Fund, and \$54.19 Building Security Fund. Two warrants were issued. Twelve cases were paid off and nine citations were dismissed.

**CLOSED EXECUTIVE SESSION:** In Accordance with the Open Meetings Act, Texas Government Code 551.074, to Discuss: Appointment, Employment, Evaluation, Compensation Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee or Hear Complaints or Charges Against a Public Officer or Employee. Mayor Pro Tem Disa Schulze made a motion to adjourn to executive session. The motion was seconded by Alderwoman Kay Young

and carried on a vote of 5 Ayes and 0 Nays. Mayor Norman Schroeder adjourned the open meeting for executive session at 8:15 p.m.

**ACTION TAKEN AS A RESULT OF THE CLOSED EXECUTIVE SESSION:** Mayor Norman Schroeder reconvened the open meeting at 10:05p.m. and asked if there was any action as a result of the closed executive session. After a discussion it was decided there would be no action at this time.

**ELECTED OFFICIALS' REPORTS - Governing Budgets; Finance & Purchasing; Water Plant; Street Signs & Lights; House Numbering; Code Enforcement; Ordinances; Regulations; Building.** Given there was a motion made by Alderwoman Kay Young to adjourn no reports were given.

**ADJOURNMENT:** Alderwoman Kay Young made a motion to adjourn, the motion was seconded by Alderman Lorenzo Macias and carried on a vote of 4 Ayes and 0 Nays.

*Cindy K. Clark*

Cindy K. Clark, City Secretary

*Norman Schroeder*

Norman Schroeder, Mayor

**ATTEST: THIS IS A TRUE AND CORRECT COPY OF THE TOWN COUNCIL MEETING CONDUCTED ON THE 18<sup>TH</sup> DAY OF OCTOBER 2022.**

*Cindy K. Clark*

Cindy Clark, City Secretary