

**OFFICIAL MINUTES  
TOWN OF HOLIDAY LAKES, TEXAS  
REGULAR MEETING  
SEPTEMBER 23, 2025**

**TOWN OF HOLIDAY LAKES**

A regular meeting of the Town Council of the Town of Holiday Lakes, Texas, was conducted on Tuesday, September 23, 2025, A.D., at 7:00 p.m. in the Holiday Lakes Municipal Building, within the corporate limits of said town.

**INVOCATION AND PLEDGE –**

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

**Record Members Present and Establish Quorum** –City Secretary Julie Guevara called roll and ascertained a quorum was present. The quorum included Mayor Norman Schroeder, Alderwoman Joyce Carr, Alderman Lorenzo Macias, Alderman Terry Mitchell and Alderwomen Kay Young were present. Mayor Pro Tem Disa Schulze was absent.

**Public Hearing on Proposed Tax Rate**

Mayor Schroeder spoke about a \$60,000.00 amount put aside to pay the 10% cost of the repair for the roads when the road repair starts. He also spoke about \$25,000.00 amount put into the water budget to repair one of the pumps for the water tanks.

Mayor Schroeder advised that the two biggest amounts of money are for the roads and the water well pumps.

**Public Comments:** Discussion regarding possible warranties or insurance on the large items so that when the items need fixed, they can be. Discussion regarding the budget and questions asked by the public. Mayor Schroeder answered the questions.

**Adjournment:** Mayor Schroeder requested to know if the public hearing was finished. Mayor Schroeder advised the public hearing was closed at 7:53 pm.

**Close Public Hearing**

## **Open Regular Town Council Meeting**

**Invocation and Pledge** – Mayor Norman Schroeder

**Call to Order:** Mayor Norman Schroeder called the meeting to order at 7:55 pm.

**Record Members Present and Establish Quorum** –City Secretary Julie Guevara called roll and ascertained a quorum was present. The quorum included Mayor Norman Schroeder, Alderwoman Joyce Carr, Alderman Lorenzo Macias, Alderman Terry Mitchell and Alderwomen Kay Young were present. Mayor Pro Tem Disa Schulze was absent.

**Action Item 1: Approve/Reject: Resignation of Councilman; Appointment/Swearing in of a new Councilman:** Mayor Schroeder spoke about Mayor Pro Tem Disa Schulze requesting to resign from her position on Town Council. Alderwomen Kay Young made a motion to accept Mayor Pro Tem Disa Schulze resignation. Alderwoman Joyce Carr seconded the motion. The motion passed with 3 Ayes and 1 Nay.

Mayor Schroeder spoke of the possible replacement by appointing Danielle Chandler to the unexpired term of Position 5. Alderwoman Kay Young made a motion to appoint Dani Chandler to the unexpired term of Position 5. Alderman Terry Mitchell seconded the motion. The motion passed with 3 Ayes and 1 Nay.

Mayor Schroeder swore in Danielle Chandler to the Alderwoman Position 5.

**Public Comments:** Dani Chandler gave a brief description of her background.

**Action Item 2: Approve/Reject: Approve Tax Rate and Adopt FY 26 Budget:** Mayor Schroeder spoke about which budget will be approved. There is the amended budget or the proposed budget. After a discussion regarding the two budgets, Alderman Terry Mitchell made a motion to approve and adopt the budget with the tax rate of \$1.051105 which is an increase in 9.42%. Alderwoman Kay Young seconded the motion. The motion passed with 5 Ayes and 0 Nays.

**Action Item 3: Approve/Reject: Ordinance 25-0008 to Levy the Tax Rate:** Mayor Norman Schroeder stated the tax levy amount will be raised by 9.42%. Alderman Terry Mitchell made a motion to approve the tax levy. Alderwoman Joyce Carr seconded the motion. Motion passed with 5 Ayes and 0 Nays.

**Action Item 3: Approve/Reject: Minutes of Regular Meeting on August 26, 2025.** Alderman Terry Mitchell made a motion to approve the minutes. Alderman Lorenzo Macias seconded the motion. There were no changes that needed to be made. No other discussion needed, motion passed with 5 Ayes and 0 Nays.

**Action Item 4: Approve/Reject: Financial Report for September 2025** – Alderwoman Kay Young made a motion to approve the Financial Report for September 2025. Alderman Lorenzo Macias seconded the motion. Motion passed with 5 Ayes and 0 Nays.

**Presentation of Police Report for September 2025** – Interim Chief Bilbrey reported the upcoming events of the Police Department and provided an update regarding the police department. Interim Chief Bilbrey spoke about not having a flagpole. The call report for September is 34 Traffic Stops, 20 Business Checks, 3 Ambulance Calls, 2 Bar Checks, 2 Flag down calls, 1 Theft, 1 Juvenile Problem, 1 Close Patrol, 1 911 Hang Up, 1 Follow up, 1 Neighbor Problem, 1 Loud Music, 1 Criminal Mischief, 1 Welfare Concern, 1 Loose Livestock.

**Approve/Reject Action Item 5:** Mayor Schroeder spoke about updating all policies and ordinances in the Holiday Lakes Police Department. Assistant Chief Mary Newberry spoke with Council Members over Policy segments to get approved.

- Policy 4.2 – Appointment and Probation
- Policy 4.3 – Career Development, Promotions, and Transfers
- Policy 4.5 – Uniforms, Appearance, and Equipment
- Policy 4.6 – Off-Duty Employment
- Policy 4.7 – Grievance Procedure
- Policy 7.32 – Sex Offender Registration

Alderwoman Joyce Carr made a motion to approve the policy segments. Alderman Terry Mitchell 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 September 2025. There was a total of \$8,376.25 paid into the courts.

**Approve/Reject: Action Item 6: Approve/Reject Audit FY 21:** Mayor Schroeder advised the audit has been presented, it just needs to be formally approved. Alderwoman Kay Young made a motion to approve the audit for FY 21. Alderman Terry Mitchell seconded the motion. Motion passed with 5 Ayes and 0 Nays.

**Approve/Reject Action Item 6: Building Permits –** Mayor Schroeder advised none have been submitted.

**Approve/Reject Action Item 7: Travel Trailer Permits -** Mayor Schroeder advised none have been submitted.

**Approve/Reject Action Item 8: Manufactured Home Permits -** Mayor Schroeder advised of a request for a manufactured home permit for the address of 304 Igloo Lane. After discussion, there was no approved septic design, and the pictures were not of the outside of the trailer. The trailer is 45 years old. Alderman Terry Mitchell made a motion to deny the

permit for lack of information. Alderwoman Kay Young seconded the motion. Motion passed with 5 Ayes and 0 Nays.

**Executive Session:** NO Executive Session was needed.

**Action Taken as of Executive Session:** No action taken.

**Elected Officials Reports** – Alderman Lorenzo Macias spoke about the yearly revenue and taxes going up. Alderman Lorenzo Macias requested to see if there is something that can be shown to the public to show what the status is of the money and the grants.

**Adjournment** – Alderman Terry Mitchell made a motion to adjourn the meeting. Alderman Lorenzo seconded the motion. Motion passed with 5 Ayes and 0 Nays. Meeting adjourned.

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Julie Guevara, City Secretary

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Norman Schroeder, Mayor

**ATTEST: THIS IS A TRUE AND ACCURATE COPY OF THE CITY COUNCIL MEETING CONDUCTED ON THE 23rd DAY of September, 2025.**

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Sabrina Dodd, Administrative Assistant