

**OFFICIAL MINUTES  
TOWN OF HOLIDAY LAKES, TEXAS  
REGULAR MEETING  
MARCH 21, 2023**

**TOWN OF HOLIDAY LAKES**

A regular meeting of the Town Council of the Town of Holiday Lakes, Texas, was conducted on Tuesday, March 21, 2023, 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** – City Secretary Cindy Clark called roll and established a quorum was present. The quorum included Mayor Norman Schroeder, Mayor Pro Tem Disa Schulze, Alderwoman Roberta Hamby, Alderman Lorenzo Macias Jr., and Alderwoman Kay young. Alderman Terry Mitchell was absent.

**Approve/Reject: Minutes of February 21, 2023** – After review of stipulated minutes Mayor Pro Tem Disa Schulze made a motion to approve the minutes 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** – After reviewing submitted documentation Mayor Pro Tem Disa Schulze requested January, February and March be submitted in a format more easily understood. It was the consensus of the council to postpone the pending bills until the April meeting.

**Presentation of Police Department Report** – Officer Dodd submitted the report. There were 22 calls for service: 4 disturbances, 2 burning calls, 1 loose livestock, 1 animal bite, 1 trespassing, 1 suspicious, 2 public service, 1 neighbor complaint, 4 traffic stops, 3 follow ups, 1 call about fireworks, and 1 ambulance assist. The vehicles were driven 1352.5 miles.

**Presentation regarding code enforcement** – Given that neither Chief Dorsey nor Sergeant Bilbrey could be present it was the consensus of council to postpone until the April meeting.

**Approve/Reject: Purchase of Body Camera Package from Axion** – After a brief discussion it was the consensus of council to postpone until April pending more information and some clarity.

**Approve/Reject: Travel Trailer Permit Requests** – City Secretary Cindy Clark reported none had been submitted.

**Approve/Reject: Manufactured Home Permit Requests** – Mr. Castro and Ms. Reyes answered question from City Council members and after some discussion Mayor Pro Tem Disa Schulze made a motion to approve the request the motion was seconded by Alderman Lorenzo Macias Jr. and carried on a vote of 4 Ayes and 0 Nays.

**Public Comments** – Ms. Briones came to request that Basketball Ct. be asphalted, and the ditches be dug out. She will be building on her land there soon and the area is in bad shape. After some discussion the mayor informed her that they can scrape the road surface and at least place gravel until they could blacktop the road. Mayor Schroeder also asked to have the pipeline located at the end of Basketball Ct., to ensure that the pipeline would not be damaged

during digging of the ditches. There was also the consideration of using the Brazoria County Community Development Block Grant to improve some of the Courts that have never been improved.

**Approve/Reject: Presentation by Mr. Rodriguez** – After Mr. Rodriguez’s presentation and request, it was the consensus of council to deny the request to place a manufactured home on a lot of less than 10,000 square feet.

**Approve/Reject: Letter approving arial spraying for mosquitos** – Mayor Pro Tem Disa Schulze made a motion to approve submission of letter approving areal spraying for mosquitos. The motion was seconded by Alderwoman Kay Young and carried on a vote of 4 Ayes and 0 Nays.

**Approve/Reject: On Site Sewage Facilities (OSSF) ordinance changes** – After some discussion it was the consensus of council to give that project to City Attorney John Willy.

**Approve/Reject: Proclamation 2023-01 naming April 2023 Fair Housing Month** – Mayor Pro Tem Disa Schulze made a motion to approve the proclamation as submitted. The motion was seconded by Alderwoman Kay Young and carried on a vote of 4 Ayes and 0 Nays.

**Approve/Reject: Proclamation 2023-02 naming November 7-15, 2023, Municipal Court Week** - After reviewing Proclamation Mayor Pro Tem Disa Schulze made a motion to approve the proclamation as submitted. The motion was seconded by Alderwoman Kay Young and carried on a vote of 4 Ayes and 0 Nays.

**Approve/Reject: Proclamation 2023-03 naming May 9-15, 2023, National Police Week** – After perusal of proclamation Mayor Pro Tem Disa Schulze made a motion to approve as submitted. The motion was seconded by Alderwoman Roberta Hamby and carried on a vote of 4 Ayes and 0 Nays.

**Approve/Reject: Resolution 2023-01 Adopting a formal written investment policy, in compliance with the Public Funds Investment Act** – After some discussion Mayor Pro Tem Disa Schulze made a motion to approve the resolution as presented. The motion was seconded by Alderwoman Roberta Hamby and carried on a vote of 4 Ayes and 0 Nays.

**Approve/Reject: Resolution 2023-02 Authorizing the participation on the TEX POOL ad completion of the required application** – After serious discussion and council coming to a consensus that she and the mayor should be the two people who will be authorized to make transactions. Mayor Pro Tem Disa Schulze made a motion to approve the authorization of participation and completion of application. The motion was seconded by Alderwoman Kay Young and carried on a vote of 4 Ayes and 0 Nays.

**Approve/Reject: Submission of letter to Mr. Camp of the US Postal Service for a separate zip code, to help facilitate address recognition** – After weighing all options it was the consensus of council to authorize the drafting of a letter to include that we cannot rearrange boxes to be in address order, not all resident have a box here, some people have Post Office Boxes at the Angleton Post Office. Also, stating we are not requesting a post office.

**Approve/Reject/Discussion: About Truck Ordinance and Truck Permits** – After some discussion it was the consensus of council to have the Police Department review the ordinance and submit suggestions. And to have the issue on the agenda again in April.

**Approve/Reject: Submission of Application for the 2023 Brazoria County Community Development Block Grant** – Mayor Pro Tem Disa Schulze made a motion to approve completing an application and using the money to make improvements to some of the unimproved courts. The motion was seconded by Alderwoman Kay Young and then the rest of the council agreed to make it a consensus.

**Approve/Reject: Bid from John's Shutters & Aramco, LLC of \$5,212.00 for installation of shutter over customer windows** - After pursual of bid and some discussion it was the consensus that the bid was excessive. Mayor Pro Tem Disa Schulze requested City Secretary Cindy Clark contact Driver Overhead Doors, Lowes. Someone else suggested Sherwin Williams, and maybe ever Angleton Upholstery, to get more bids and then put it back on the agenda in April.

**Approve/Reject: Utility Write Offs of accounts more than 90 days old and sending of accounts to Purdue, Brandon, Fielder, Collins and Mott Attorneys at Law for collection efforts** – After a lengthy debate Mayor Pro Tem made a motion to approve the write offs, noting that write off are to be done every 3 months, and that we should never go this long before presenting write off to city council. She also noted that accounts should never reach the amounts owed that some of these did. The motion was seconded by Alderwoman Kay Young and carried on a vote of 4 Ayes and 0 Nays.

**Presentation of Court Report for February 2023** – City Secretary Cindy Clark presented the Court Report: There were 5 citations issued, 1 traffic and 4 City Ordinance Violations. The Court collected \$1,230.00: of that \$549.54 was State Fees, \$148.43 in court costs, \$458.00 in Fines, \$33.28 went to the Technology Fund, \$40.75 went to the Building Security Fund. There were 2 warrants closed. 4 Citations went to Omni and Collections.

**Closed Executive Session** – It was the consensus of the City Council that an executive session was not needed. However, City Secretary Cindy Clark was asked to contact Texas Municipal League about the possibly pending lawsuit by former Chief Brandon Torres.

**Action taken as result of closed executive session** – No action needed due to no executive session.

**Elected Officials Reports** - None were given due to motion to adjourn.

**Adjournment** – Alderwoman Kay Young made a motion to adjourn. The motion was seconded by Alderwoman Robert Hamby and carried on a vote of 4 Ayes and 0 Nays. Mayor Norman Schroeder adjourned the meeting at 9:31 p.m.

*Cindy K. Clark*

Cindy Clark, City Secretary

*Norman Schroeder*

Norman Schroeder, Mayor

**ATTEST: THIS IS A TRUE AND ACCURATE COPY OF THE CITY COUNCIL MEETING CONDUCTED ON THE 21<sup>ST</sup> DAY OF MARCH 2023.**

*Cindy K. Clark*

Cindy Clark, City Secretary