

**OFFICIAL MINUTES  
TOWN OF HOLIDAY LAKES, TEXAS  
REGULAR MEETING  
SEPTEMBER 20, 2022**

**TOWN COUNCIL MEETING**

A regular meeting of the Town Council of the Town of Holiday Lakes, Texas, was conducted on Tuesday, September 21, 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 August 16, 2022, and Minutes of Special Meeting on September 6, 2022. After a brief discussion Mayor Pro Tem Disa Schulze made a motion to approve the Minutes of Regular Council Meeting of August 16, 2022, and Minutes of Special Meeting on September 6, 2022, as submitted. The motion was seconded by Alderwoman Kay Young and carried on a vote of 5 Ayes and 0 Nays.

**APPROVE/REJECT** - Pending Bills and Actual Disbursements for August 2022. After perusal of 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 comments made were about streetlights, some but not all are working. Mayor Pro Tem Disa Schulze said we need to have someone check them all out again.

**PUBLIC HEARING ON PROPOSED PROPERTY TAX RATE** – The proposed tax rate is greater than the voter-approval tax rate but not greater than the de minimis rate. However, the proposed tax rate exceeds the rate that allows voters to petition for an election under Section 26.075, Tax Code. If TOWN OF HOLIDAY LAKES adopts the proposed tax rate, the qualified voters of the TOWN OF HOLIDAY LAKES may petition the TOWN OF HOLIDAY LAKES to require an election to be held to determine whether to reduce the proposed tax rate. If a majority of the voters reject the proposed tax rate, the tax rate of the TOWN OF HOLIDAY LAKES will be the voter-approval tax rate of the TOWN OF HOLIDAY LAKES. YOUR TAXES OWED UNDER ANY OF THE RATES MENTIONED ABOVE CAN BE CALCULATED AS FOLLOWS: Property tax amount= (tax rate) x (taxable value of your property)/100. The following table compares the taxes imposed on the average residence homestead by TOWN OF

HOLIDAY LAKES last year to the taxes proposed to be imposed on the average residence homestead by TOWN OF HOLIDAY LAKES this year.

	<b>2021</b>	<b>2022</b>	
Change Total tax rate (per \$100 of value)	\$1.088051	\$1.088051	increase of 0.000000, or 0.00%
Average homestead taxable value	\$37,959	\$43,802	increase of 5,843, or 15.39%
Tax on average homestead	\$413.01	\$476.59	Increase of 63.58, or 15.39%
Total tax levy on all properties	\$179,998	\$229,371	increase of 49,373, or 27.43%

There were only a few people present, and no one had any comments or questions.

**APPROVE/REJECT** – 2022-2023 Fiscal Year Budget – THIS BUDGET WILL RAISE MORE REVENUE FROM PROPERTY TAXES THAN LAST YEAR’S BUDGET BY AN AMOUNT OF \$49,156 WHICH IS A 27.31% INCREASE FROM LAST YEAR’S BUDGET. THE PROPERTY TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE TAX ROLL THIS YEAR \$7,326.00. (...that the property tax rate be increased by adopting a tax rate of \$1.087017 per hundred-dollar valuation, which is effectively a 27.31% increase in the tax rate). After review of the 2022-2023 proposed budget Mayor Pro Tem Schulze made a motion to adopt the budget as presented. Alderman Terry Mitchell seconded the motion, and it carried on a vote of 5 Ayes and 0 Nays. Voting Aye: Alderwoman Roberta Hamby, Alderman Lorenzo Macias Jr., Alderman Terry Mitchell, Alderwoman Kay Young, and Mayor Pro Tem Disa Schulze. There were no votes against. Mayor Norman Schroeder was present and did not vote. No members were absent.

**APPROVE/REJECT:** Ordinance 2022-06 Adopting the 2022-2023 Budget. After inspection of ordinance 2022-06 Mayor Pro Tem Disa Schulze made a motion to approve Ordinance 2022-06 adopting the 2022-2023 fiscal year budget as submitted. Alderwoman Kay Young seconded the motion which carried on a vote of 5 Ayes and 0 Nays.

**APPROVE/REJECT:** Ordinance 2022-07 Levying Ad Valorem Taxes for the 2022-2023 Budget. After perusal of the ordinance Mayor Pro Tem Disa Schulze made a motion to approve Ordinance 2022-07 Levying Ad Valorem Taxes as submitted. Alderwoman Kay Young seconded the motion which carried on a vote of 5 Ayes and 0 Nays.

**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:** Authorize issuance for requests for proposals (RFPs) for grant administration and requests for qualification (RFQs) for engineering services for the Community Development Block Grant administered through the Texas General Land Office (GLO) for the Town of Holiday Lakes. After some

discussion Mayor Pro Tem Disa Schulze made a motion to approve the issuance for request for proposals and requests for qualifications for the Community Development Block Grant administered by the Texas General Land Office. The motion was seconded by Alderwoman Kay Young and carried on a vote of 5 Ayes and 0 Nays.

**APPROVE/REJECT:** Authorize issuance for requests for proposals (RFP) for application writing, plan writing, and administration services for Hazard Mitigation Assistance Grant. After a lengthy discussion Mayor Pro Tem Disa Schulze made a motion to set aside until a later date pending more information. Alderwoman Kay Young seconded the motion which carried on a vote of 5 Ayes and 0 Nays.

**DISCUSSION AND APPOINTMENT:** Houston-Galveston Area Council Representative and Alternate for the 2023 general assembly. Mayor Schroeder asked Mayor Pro Tem Schulze and Alderwoman Young if they were willing to continue in capacity of Representative and Alternate for the Houston-Galveston Area Council 2023 General Assembly. They said they would. Mayor Norman Schroeder then appointed Mayor Pro Tem Disa Schulze as the representative and Alderwoman Kay Young as her alternate.

**DISCUSSION/DISCIIONS:** Community Center Deposit and Rental Fees and Changes needed to Community Center Rental Application. After some discussion it was the consensus of council to charge a \$500.00 deposit and a \$350.00 rental fee. It was also stated that there could be no smoking inside the building, and no glass of any kind anywhere on the premises. Council discussed there needs to be a work date to work on the application and rules, and something should be presented at the next meeting for approval.

**PRESENTATION OF POLICE DEPARTMENT REPORT FOR SEPTEMBER 2022:** Cpl. Bilbrey presented the report. She stated there had been 46 calls for services: 3 Disturbances, 24 Traffic Stops, 1 Suspicious Activity, 2 Flag Downs, 2 Loose Livestock, 1 Theft, 1 Welfare Concern, 1 Pursuit, 2 Warrants Served, 1 Business Check, 1 City Ordinance Violation, 1 Unknown type, 1 Courtesy Transport, 1 Information, 1 Criminal, 3 Animal calls. The units were driven 786.3 miles and used 124 gallons of gasoline. 416.25 hours were worked by officers of that 197.25 was Cpl. Bilbrey and 219 hours were from reserves.

**PRESENTATION OF COURT REPORT:** City Secretary Clark presented the Court Report: There were Six Traffic Citation entered. We collected a total of \$515.00 of that \$249.44 was State Fees, \$82.98 Court Costs, \$161.20 in Fines, \$9.61 Technology Fund, and \$11.77 Building Security Fund. One warrant was closed. One case was paid off and six 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. Alderwoman Roberta Hamby 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 to executive session at 8:46 p.m.

**ACTION TAKEN AS A RESULT OF CLOSED EXECUTIVE SESSION:** Mayor Norman Schroeder reconvened the open meeting at 9:20 p.m. and asked if there was any action as a result of the closed executive session. Hearing none he moved on to the next item on the agenda.

**ELECTED OFFICIALS' REPORTS - Governing Budgets; Finance & Purchasing; Water Plant; Street Signs & Lights; House Numbering; Code Enforcement; Ordinances; Regulations; Building Repair & Maintenance; Grants; and Roads and Drainage:** Mayor Norman Schroeder reported that the new water tank has been completely assembled. Now we are just waiting for the water lines to be connected, filled, pressure tested, and chlorinated. Then we will need to take the other tank out of service for a short time for needed repairs. Alderman Terry Mitchell asked if the tank would be inspected due to tools being dropped on it and alike. Mayor Norman Schroeder stated he would contact Llarance with Kaluza and see what we need to have it inspected. They would need to perform a video inspection. Alderman Lorenzo Macias Jr. reported that the conduit and wires are in place for the exterior lights and now all that is needed is to purchase the lights and install them. Mayor Schroeder reported that it should be around \$1,000.00 for all the lights we need. Mayor Pro Tem asked Chief Brandon Torres if the body camera were being dumped, he said they are. Then she asked about why officers are on patrol on weekends without body cameras. Chief Torres stated he did not purchase enough body cameras for all the officers only for the full-time officers. Mayor Pro Tem Disa Schulze then asked for a quote for three (3) body cameras that would belong to the City and if necessary, a dump station. Then several other problems were discussed, and it was decided that there needs to be a work order form for the units and equipment, so council will know when a problem arises and needs to be addressed. Mayor Pro Tem Disa Schulze also asked Cpl. Bilbrey to begin code enforcement again. Cpl. Bilbrey stated that on some of the properties she could not locate an address for the owner and that she needs Lexis/Nexis or a similar program to help locate owners of the abandoned properties. Mayor Pro Tem Disa Schulze asked her to present council with a quote for the program.

**ADJOURNMENT:** Alderman Lorenzo Macias Jr. made a motion to adjourn. The motion was seconded by Alderwoman Kay Young. Then Police Chief Torres asked about his contract and Mayor Norman Schroeder told him that the City Attorney has said there was no need for a contract, therefore, council has chosen not to sign the contract. Then Police Chief Torres asked about the building he originally said he was donating, stating he could sell it to the city, Mayor Norman Schroeder stated they could possibly lease it from him, and asked him to put together a proposal for both ways. Then Mayor Norman Schroeder stated there was a motion and a second, any further discussion. Finding none he called for a vote. There were 5 Ayes and 0 Nays, motion carries he stated.

Cindy K. Clark

Cindy K. Clark, City Secretary

Norman C. Schroeder

Norman Schroeder, Mayor

**ATTEST: THIS IS A TRUE AND CORRECT COPY OF THE TOWN COUNCIL MEETING CONDUCTED ON THE 20<sup>TH</sup> DAY OF SEPTEMBER 2022.**

Cindy K. Clark

Cindy Clark, City Secretary