

**OFFICIAL MINUTES
TOWN OF HOLIDAY LAKES, TEXAS
REGULAR MEETING
APRIL 26, 2022**

TOWN COUNCIL MEETING

A regular meeting of the Town Council of the Town of Holiday Lakes, Texas, was conducted on Tuesday, April 26, 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 Schroeder called the meeting to order at 7:01 p.m.

RECORD MEMBERS PRESENT AND ESTABLISH QUORUM – Town Secretary Cindy Clark called roll and ascertained a quorum was present. Quorum included Mayor Norman C. Schroeder, Mayor Pro Tem Disa Schulze, Alderman Lorenzo Macias, Alderwoman Kay Young, and, Alderman Terry Mitchell.

PRESENTATION BY MITCHELL SUTTERFIELD OF BRANCH CONSTRUCTION GROUP- Mr. Sutterfield reported that they work with Bay City, Highlands, LaMarque, Mt. Belview, Galveston, Texas City, and Kema just to mention a few. They are members of TIPS and therefore do not require competitive bidding on projects of less than \$50,000 Fifty Thousand Dollars. They have their own engineering and people who specialize in all types of projects. They were many small companies who joined under the name of Branch Construction Group. They can do all types of projects including but not limited to: construction, flooring, water line repairs, and meter installations, and many more types of projects.

APPROVE/REJECT - PROPOSED MINUTES OF REGULAR COUNCIL MEETING OF MARCH 15, 2022 – After review of stipulated minutes, Mayor Pro Tem Disa Schulze made a motion to approve the minutes of the regular council meeting of March 15, 2021, as submitted. Alderman Terry Mitchell seconded the motion which carried on a vote of 4 Ayes and 0 Nays.

APPROVE/REJECT - PENDING BILLS AND ACTUAL DISBURSEMENTS MARCH 2022 – Alderwoman Kay Young made a motion to approve the Pending Bills and Actual Disbursements as submitted. Mayor Pro Tem Disa Schulze seconded the motion which carried on a vote of 4 Ayes and 0 Nays.

APPROVE/REJECT TRAVEL TRAILER PERMITS AND/OR PERMIT RENEWALS – City Secretary Cindy Clark reported none had been submitted.

APPROVE/REJECT MANUFACTURED HOME PERMITS FOR HOMES MORE THAN FIVE YEARS OLD – City Secretary Cindy Clark reported none had been submitted.

APPROVE/REJECT: ORDINANCE 2022-03 AN ORDINANCE OF THE TOWN OF HOLIDAY LAKES, TEXAS, PROVIDING DEFINITIONS; DECLARING MUNICIPAL RECORDS ARE PUBLIC PROPERTY; PROVIDING A POLICY OVER THE CREATION, DISTRIBUTION, ORGANIZATION, MAINTENANCE, USE AND DISPOSITION OF ALL MUNICIPAL RECORDS; PROVIDING FOR THE DESIGNATION OF A RECORDS MANAGEMENT OFFICER; PROVIDING THAT A RECORDS

MANAGEMENT PLAN BE DEVELOPED, APPROVED, PROVIDING AUTHORITY OF SUCH PLAN; PROVIDING RECORDS CONTROL SCHEDULES TO BE DEVELOPED, ADOPTED, APPROVED, AND FILED WITH THE TEXAS STATE LIBRARY AND ARCHIVES COMMISSION; PROVIDING IMPLEMENTATION OF RECORDS CONTROL SHCHDULES AND DESTRUCTION OF UNCHEDULED RECORDS. -

POLICE DEPARTMENT REPORT –Cpl. Bilbrey presented the report for February 2022 we had 25 total calls: 11 traffic stops, 1 disturbance, 4 animal calls, 1 civil, 1 loud noise complaint, 2 suspicious person, 1 burning, 1 follow-up and 1 City Ordinance. The vehicles were driven 743.7 miles and used 60.9 gallons of fuel. Officers worked a total of 385 hours. There was a question about the Lexis-Nexis Software and Mayor Pro Tem Disa Schulze told her to check again in May.

PUBLIC COMMENTS – There were no public comments.

CLOSED EXECUTIVE SESSION - IN ACCORDANCE WITH THE OPEN MEETINGS ACT, SECTION 551.074, TEXAS GOVERNMENT CODE, CONCERNING EMPLOYEE PERFORMANCE EVALUATION, COMPENSATION, REASSIGNMENT, DUTIES, DISCIPLINE OR DISMISSAL – Mayor Pro Tem Disa Schulze made a motion to adjourn to executive session, and motion was seconded by Alderwoman Kay Young. Mayor Norman Schroeder adjourned the meeting for executive session at 7:48 p.m.

DISCUSSION AND ACTION ON ITEMS CONSIDERED IN EXECUTIVE SESSION –

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 each Council Member had two separate proposals for the Fire Suppression System but that he also wanted to contact TML Risk Pool (Insurance) to see what the requirements are before proceeding. The other item the Council Members have a copy of is the Community Center Rental Agreement. He asked that each member look over it and make notes at to what they believe needs to be updated to include, rules, deposit amount, rental amount, and whether they wished to have Officers required for events where there would be alcohol.

ADJOURNMENT – Mayor Pro Tem Disa Schulze made a motion to adjourn. The motion was seconded by Alderwoman Kay Young and carried on a vote of 3 Ayes and 0 Nays. Mayor Norman Schroeder adjourned the meeting at 9:04 p.m.

Cindy K. Clark
CINDY K CLARK, TOWN SECRETARY

Norman C. Schroeder
NORMAN C. SCHROEDER, MAYOR

ATTEST: THIS IS A TRUE AND CORRECT COPY OF THE MINUTES OF THE TOWN COUNCIL MEETING CONDUCTED ON THE 15th DAY OF FEBRUARY 2022.

Cindy K. Clark
CINDY K CLARK- TOWN SECRETARY