

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

TOWN OF HOLIDAY LAKES

A regular meeting of the Town Council of the Town of Holiday Lakes, Texas, was conducted on Tuesday, November 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 7:01 p.m.

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

Approve/Reject: Minutes of November 21, 2023 – After review of stipulated minutes Alderwoman Kay Young made a motion to approve the minutes as submitted, the motion was seconded by Mayor Pro Tem Disa Schulze. Alderwoman Roberta Hamby stated that it should be included in the minutes that Mayor Schroeder had referred to a young man in the audience as a punk. The motion carried with the addition on a vote of 5 Ayes and 0 Nays.

Approve/Reject: Pending Bills and Actual Disbursements for November 2023 – After reviewing pending bills and actual disbursements, Alderman Lorenzo Macias made a motion to approve pending bills and actual disbursements as submitted. The motion was seconded by Alderwoman Kay Young and carried on a vote of 4 Ayes and 1 Nay.

Presentation of Police Report- There were 31 calls for service: 1 criminal mischief, 3 loud music, 1 ambulance, 1 alarm, 2 suspicious circumstances, 4 follow-ups, 2 warrants served, 1 loose livestock, 2 welfare concerns, 1 disturbance, 1 neighbor problem, 3 traffic stops, 2 animal complaints, 1 civil standby, 3 calls for public service, 1 noise complaint, and 1 burglary of a habitation. Vehicles were driven 1489.1 miles and used 114.9 gallons of gasoline. 143 hours were reported as worked. After presentation of the Police Department Report, Assistance Chief Dunlap wanted to recognize Officer Loreto for his dedication to and his part in the activities for the community and to announce his promotion to Sergeant.

Public Comments – After Officer Dodd read the requirements for public comments and each person being limited to 3 minutes. The following comments were made: First, is it a matter of record what is to be amended in the minutes? The answer given is yes, it is a matter of record.

Secondly was asked about are there checks and balances for the money, because that is a lot of money for one person to be responsible for. Secretary Clark stated that either the Mayor or the Mayor pro Tem must also sign all checks as they require two signatures and before either of them counter sign, they look at the receipts and or invoices that the checks are paying.

A citizen asked if someone was taking notes, it was reported that Secretary Clark was indeed taking notes and that those minutes would be reviewed by council at the next meeting and any amendments that need to be made will be noted and made.

Then there was a question about a sealed bid on some property, and had others been notified about the pending sale? Secretary Clark reported that all owners with property bordering that property were notified by mail that we were accepting sealed bids on an adjacent lot to theirs. Only one sealed bid was submitted.

Then a citizen asked about Mr. Jones always eating on the city credit card. She stated the mayor said he is not eating on the city credit card. Secretary Clark reported that what the mayor actually said was, “that he does not always eat on the city credit card”; however, when we send him to some place like Spring, we buy his lunch because he can not get home to eat, and that is only fair.

Next, Mr. Hamby said that he would need a time extension due to the number of items he wished to discuss. Mr. Hamby was upset that the mayor had called someone a punk, stating that was not professional and that he should apologize to that individual. Then he stated that Mr. Jones is the problem, he listens to the mayors’ phone calls and then goes to the office telling the girls that they are in trouble. Then he takes what they say and tattles to the mayor and gets him upset with the girls in the office. Then there were questions about Mr. Jones being contract labor. Then he complained about the fact that Mr. Jones makes more money than anyone else, Mayor Pro Tem Disa Schulze stated that the city council had provided the raises and that it takes 3 or more votes to approve any action. Then he asked about back paycheck, stating that everyone got back pay. Again, Mayor Pro Tem Disa Schulze assured him that no one has received back pay. There were incentive checks paid to all employees.

Assistant Chief Dunlap then stepped in to report that all employees will now be required to sign a non-disclosure agreement and if they violated that agreement then they face civil and criminal penalties. They can either agree to abide by the agreement or go on down the street. So, all this will be taken care of, and the issues should stop. There is no reason that someone should come in and hear part of a conversation and then go run their head, what they speak about should be between them and not spread across the town. The

focus of the non-disclosure agreement is to alleviate the problems caused by all the talking out of turn.

Then it was pointed out that Mr. Hamby had gone over his talking time limit. He reported that Mr. Jones told him that he was working contract labor to avoid child support, which he himself never reported. He was upset that Mr. Jones was allowed to make up time that he missed while doing community service.

Then he stated that the IRS is investigating, however, we have received no such notification. Mayor Pro Tem Disa Schulze reported that we are correcting the problem of not withholding taxes from Mr. Jones. There will be new 941 filed for each quarter and taxes will be taken care of. Mr. Hamby then said, "There is a lot of stuff I am hearing about; we will find out more when the next audit comes out". I would like to see a forensic audit, then nothing will go without notice. Then he stated that the Mayor, Mayor Pro Tem, and City Secretary need to quit, and Mr. Jones needs to be fired. He also stated that we have 83 registered voters, so he only needs 9 signatures on a petition for a recall election.

Travel Trailer Permits- Secretary Clark Reported that none had been submitted.

Manufactured Home Permits- Secretary Clark None had been submitted.

Building Permit: 113 Sitka Dr., Elevated Structure. After some discussion it was the consensus of the city council that a complete permit application be submitted and placed on the December agenda.

Complaint re: 29 Palms Lake: Officer Rice addressed this issue, he said he would investigate and see if the Community Assistance Group would help, but that we would need help from the residents, due to lack of access.

Purchase of Utility Billing Software: Due to changes in their platform we will need to purchase the new platform or find new utility billing software. After review of the proposal, the city council elected to postpone the vote in lieu of getting 3 to 5 more quotes before proceeding.

Purchase of Oracle NetSuite financial software: After review of the proposal, it was the consensus of the city council to keep QuickBooks, due to the extra costs for Fund Accounting Software.

Sealed Bid on Property ID 221105 on Marshall Avenue: After review of offer and location of the lot in question it was the consensus of City Council to decline the offer, the road to the property is not improved and at this time the town can not afford to improve the road for one property owner. The rest of the lots in question are not to be sold at this time.

Ms. McCall's account and balance due: It was the consensus of the city council to let Assistant Police Chief Dunlap interact with Ms. McCall, and that no leeway be given her on her account as she needs to pay her bill like everyone else. Also, she needs to be cited for any city ordinance violations that are located on the property.

Amendment to Minutes of May 17, 2022: After review of minutes and proposed change Mayor Pro Tem Disa Schulze made a motion to change the following: “and to revisit the appointment at that time” to “Automatically renew to follow the mayoral term as stated in the ordinance, unless after the six months city council or the judge wished to change the appointment or acceptance of such”. The motion was seconded by Alderwoman Kay Young and carried on a vote of 5 Ayes and 0 Nays.

Presentation of Court Report for October 2023 – City Secretary Cindy Clark presented the Court Report: There were 2 Traffic citations issued. The Court collected \$922.34 of that \$336.18 were State Fees, \$132.61 in court costs, \$423.04 in Fines, \$13.71 went to the Technology Fund, \$16.80 went to the Building Security Fund. 2 citations were paid, 1 citation was dismissed for compliance. 19 Warrants were issued, and 1 Warrant was closed. 22 citations were sent to OMNI and Collections.

Closed Executive Session – 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 into executive session at 9:22 p.m.

Action taken as result of closed executive session – Mayor Norman Schroeder called the meeting back to order at 10:18 p.m. Mayor Pro Tem Disa Schulze made a motion to provide Officer Dodd with a \$3.00 per hour pay raise, and to give all employees a check equal to 3% of their last years wages as incentive pay. All other raises for cost of living and merit will be addressed in March or April. The motion was seconded by Alderman Terry Mitchell and carried on a vote of 5 Ayes and 0 Nays.

Elected Officials Reports – The only elected officials report was from Mayor Schroeder he stated that it was going to cost about \$4,500.00 to have the tree on Hennessee Lane taken down, but that it is necessary as it is dead and starting to drop limbs on the road. He also mentioned that there is another tree that will need to come down on O’Leary Lane.

Adjournment – Alderwoman Kay Young made a motion to adjourn. The motion was seconded by Alderwoman Roberta Hamby and carried on a vote of 5 Ayes and 0 Nays. Mayor Norman Schroeder adjourned the meeting at 10:40 p.m.

Cindy Clark, City Secretary

Norman Schroeder, Mayor

ATTEST: THIS IS A TRUE AND ACCURATE COPY OF THE CITY COUNCIL MEETING CONDUCTED ON THE 21st DAY OF NOVEMBER 2023.

Cindy Clark, City Secretary