



CITY OF HIGHLAND HAVEN
510 Highland Drive, Suite A
Highland Haven, Texas 78654-8278
Telephone: 830-265-4366

MINUTES – BOARD OF ALDERMAN MEETING

DATE: Tuesday, June 20, 2023

TIME: 7:00 p.m.

PLACE: Highland Haven Community Center

1. Open Meeting and Establish Quorum/Roll Call– Mayor

Mayor Pro Tem Terry Nuss	✓Present	☐ Absent
Aldersperson Don Hagans	☐ Present	✓Absent
Aldersperson Bruce Robertson	✓Present	☐ Absent
Aldersperson Lynn Smith	✓Present	☐ Absent
Aldersperson Terry Smith	✓Present	☐ Absent

Mayor Kelley opened the meeting at 7:00pm

2. Pledge of Allegiance & Thought – Mayor
Mayor Kelley led the Pledge of Allegiance
3. Recognize Visitors – Mayor
Visitors present – Judy Kelley
4. Announcements, Proclamations or Recognition
5. Public Comment
(At this time, any person with business before the BOA not scheduled on the agenda may speak to the Board. No formal action can be taken on these items at this meeting. No discussion or deliberation can occur. Comments regarding specific agenda items should occur when the item is called.)

ACTION ITEMS

6. Consider Consent items:
The items listed are considered to be routine and non-controversial by the Board of Aldermen and will be approved by one motion, there will be no separate discussion of these items unless a Board member so requests, in which case the item will be removed from the Consent Agenda prior to a motion and vote. The item will be considered in its normal sequence of the regular agenda.
 - a. Meeting Minutes for June 6, 2023
 - b. Meeting Minutes for June 12, 2023
 - c. May 2023 Financials
 - d. June 2023 Sales Tax

Motion to approve Consent Items made by Lynn Smith, seconded by Terry Nuss
Vote 4-0

7. Public Hearing Regarding Replat of Highland Haven Lot #'s 453, 454 & 455.
Public Hearing Opened at 7:02
There were no comments made during the public hearing.
Public Hearing Closed at 7:03

Motion to approve replat of Highland Haven Lot #'s 453, 454 & 455 made by Terry Nuss, seconded by Terry Smith.
Vote 4-0

8. Discuss with Possible Action – Re-Bid of Water Tank Storage Project
No action was taken on the Re-Bid of the Water Tank Storage Project
9. Discuss with Possible Action – City Hall Phones
Motion to approve replacement of City Hall phones made by Terry Smith, seconded by Lynn Smith.
Vote 4-0
10. Discuss with Possible Action – Joint Election Agreement with Burnet County
Motion to approve Joint Election Agreement with Burnet County made by Terry Nuss, seconded by Bruce Robertson.
Vote 4-0

11. Discuss with Possible Action – Contract for Election Services with Burnet County
Motion to approve Contract for Election Services with Burnet County made by Terry Smith, seconded by Terry Nuss.
Vote 4-0
12. Discuss with Possible Action – Generator Repairs and Preventative Maintenance Agreement
Motion to approve Generator Repairs and Preventative Maintenance Agreement made by Lynn Smith, seconded by Terry Smith.
Vote 4-0

DISCUSSION / INFORMATION ITEMS

13. Personnel -
a. Human Resources Policy Manual
The policy is under review by the City Attorney.
14. Discuss FY 23-24 Budget Development
a. Financial Policies
b. Interfund Transfers
c. Personnel Services CPI 4% reported by U.S. Bureau of Labor Statistics
<https://www.bls.gov/news.release/cpi.nr0.htm>
15. Review Planning and Zoning Commission Recommendations to BOA
16. Review assignments for the Planning and Zoning Commission
a. Review of current Planning and Zoning assignments
b. The next P&Z meeting is scheduled for July 13th, 2023.
17. Legislative Updates –
18. Drainage Issues –
19. Review Water System –
a. Water Storage Tank Project
b. Maintenance and Operations Issues
c. Portable generator connections
d. Central Texas Groundwater Conservation District
i. Pumping Permit
ii. Drought Status – Stage 4
iii. 15% Mandatory Pump Restrictions
e. Drought Contingency Plan
20. Review Solid Waste Services – Kelley
21. Discuss Technology/Communications Improvements -
a. Community Center technology improvements
22. Mayor's Reports
a. Codification Project Update
b. Accounting Software Conversion Project
23. Aldermen Comments

Next meeting – Special Budget Workshop –Tuesday, July 11, 2023, at 9:00 a.m., Highland Haven Community Center

Next regular meeting – Tuesday July 18, 2023, at 7:00 p.m., Highland Haven Community Center

Adjournment.

Motion to adjourn was made by Terry Nuss, seconded by Lynn Smith
Vote 4-0

Meeting was adjourned at 9:01 pm


Olan Kelley, Mayor

ATTEST


Lezley Baum, City Secretary