

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

MINUTES – BOARD OF ALDERMAN MEETING

DATE: Wednesday, July 5, 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 20, 2023
Motion to approve Consent Items made by Lynn Smith, seconded by Bruce Robertson
Vote 4-0
7. Discuss with Possible Action- Bid for City of Highland Haven, TX Ground Storage Tank Improvements 2023.
Bruce Robertson stated that he would like monthly progress reports as well as detailed expenditure reports for this project.
Bruce Robertson stated I move to award both the Base Bid of \$223,298 and the Alternate Bid of \$171,898 for the Ground Storage Tank Improvements 2023 to AJ Management in the amount of \$395,196 and authorize the Mayor to negotiate and sign the contracts for such.
Vote 4-0
8. Discuss with Possible Action- Amendment No 1 for Intergovernmental Agreement Hazard Mitigation Assistance Grand #DR-4572-0034.
Motion to approve Amendment No 1 for Intergovernmental Agreement Hazard Mitigation Assistance Grand #DR-4572-0034 made by Terry Smith, seconded by Lynn Smith.
Vote 4-0

DISCUSSION / INFORMATION ITEMS

9. Personnel -
 - a. Human Resources Policy Manual
The policy is under review by the City Attorney.
10. Discuss FY 23-24 Budget Development
 - a. LCRA Grant Funding

There was discussion among the Board regarding the need for Generators and this funding could speed the process if awarded.

11. Review Planning and Zoning Commission Recommendations to BOA
12. 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.
13. Legislative Updates –
14. Drainage Issues –
15. Review Water System –
 - a. Water Storage Tank Project
 - b. Maintenance and Operations Issues
 - i. Water line to Well Johnston East Well #5
 - 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
16. Review Solid Waste Services – Kelley
17. Discuss Technology/Communications Improvements -
 - a. Community Center technology improvements
18. Mayor's Reports
 - a. TML Annual Conference October 4 – October 6, 2023
 - b. Central Texas Groundwater Stakeholder meeting.
 - c. Shady Acres – Water line/Septic issues
 - d. Codification Project Update
 - e. Accounting Software Conversion Project

19. Aldermen Comments

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

Adjournment.

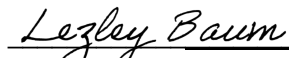
**Motion to adjourn was made by Don Hagans, seconded by Terry Smith
Vote 4-0**

Meeting was adjourned at 8:41 pm



Olan Kelley, Mayor

ATTEST



Lezley Baum, City Secretary