



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, December 19, 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 7:00 pm.

2. Pledge of Allegiance & Thought

Mayor Kelley led in the Pledge of Allegiance.

3. Recognize Visitors

Visitors present were Maria Primm & Judy Kelley.

4. Announcements, Proclamations or Presentations

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.)

Maria Primm introduced herself as candidate for District Attorney of the 33rd and 424 Judicial District.

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 December 5, 2023
- b. November 2023 Financials
- c. November 2023 Utility Report
- d. December 2023 Sales Tax Report

Motion to approve consent items made by Terry Smith, seconded by Lynn Smith.

Vote 5-0

DISCUSSION / INFORMATION ITEMS

7. Personnel -

- a. City Administrator

8. Discussion of upcoming May Election deadlines:

- a. Candidate Filing Dates: January 17, 2024, through February 16, 2024
- b. Election Date: May 4, 2024
- c. Positions include Mayor and 2 Alderman positions. Incumbents Mayor Olan Kelley, Alderman Terry Nuss and Don Hagans.

9. Review Planning and Zoning Commission Recommendations to BOA

10. Review assignments for the Planning and Zoning Commission
 - a. Review of current Planning and Zoning assignments
 - i. Commercial Zoning planning
 - b. The next P&Z meeting is scheduled for January 2, 2024, at 3:00pm.
11. Legislative Updates –
12. Drainage Issues –
13. Water Storage Tank Project Report
14. Review Water System –
 - a. Lead and Copper Rule Revisions
 - i. Service Line Inventory
 - 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 Water Restrictions
 - e. Drought Contingency Plan
15. Review Solid Waste Services –
16. Mayor's Reports
 - a. Codification Project Update

17. Aldermen Comments

Next regular meeting – Tuesday January 2, 2024, at 7:00 p.m., Highland Haven Community Center

Adjournment.

**Motion to adjourn made by Terry Nuss, seconded by Bruce Robertson.
Vote 5-0**

The meeting adjourned at 7:50 pm



Olan Kelley, Mayor

ATTEST



Lezley Baum, City Secretary