



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, August 6, 2024

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

Mayor Kelley led in the Pledge of Allegiance.

3. Recognize Visitors

Visitors present – Teresa Smith, Judy Kelley, Peter & Sally Mackey, Rick & Tammie Hieb, Jeff & Linda Smith, Bill Nabors Jr., Patricia Morton, Pam McGregor, Tom & Suzanne Weaver.

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.)

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 July 16, 2024
- b. July Sales Tax Report
- c. Monthly Utility Report – July 2024

Motion to approve consent agenda made by Lynn Smith seconded by Terry Smith.

Vote 4-0

7. Budget Presentation

8. Public Hearings Regarding: Ordinance #68 Establishing Water Rates and Fees Effective January 2025.

Ordinance #105 Establishing Solid Waste Rates and Fees Effective January 2025.

Ordinance #130 Adoption of City Budget for Fiscal Year 2024-2025.

Public Hearing Opened at 7:25 pm,

Public Hearing closed at 7:55 pm.

- a. Discuss with Possible Action - Ordinance # 68 Establishing Water Rates and Fees Effective January 2025.

Motion to approve Ordinance # 068 Establishing Water Rates and Fees for 2025 made by Terry Smith, seconded by Bruce Robertson.
Vote 4-0

- b. Discuss with Possible Action - Ordinance # 105 Establishing Fee Schedule for Solid Waste Services Effective January 2025.

Motion to approve Ordinance #105 Fee Schedule for Solid Waste Services for 2025 made by Lynn Smith seconded by Don Hagans.
Vote 4-0

- c. Discuss with Possible Action - Ordinance #130 Adoption of City Budget for Fiscal Year 2024-2025.
Lynn Smith “I move for approval of Ordinance No. 130 adopting the Fiscal Year 2024-2025 Annual Budget.” Motion seconded by Don Hagans.

Mayor: During discussion on this item, you need to note, “This budget will raise more property taxes for maintenance and operation than last year’s rate (\$0.1260) from \$304,109 (last year) to \$322,136 (this year); there are no property taxes allocated for debt. The total City proposed property tax rate for FY 2025 is \$0.1260 per \$100 valuation. The following are data related to the tax rate for FY 2025: Proposed rate - \$0.1260; No new revenue tax rate - \$0.1209; Voter-approval tax rate - \$0.1251.

Record Vote recorded below.

Mayor Pro Tem Terry Nuss	☐ For	☐ Against	☒ Absent
Aldersperson Don Hagans	☒ For	☐ Against	☐ Absent
Aldersperson Bruce Robertson	☒ For	☐ Against	☐ Absent
Aldersperson Lynn Smith	☒ For	☐ Against	☐ Absent
Aldersperson Terry Smith	☒ For	☐ Against	☐ Absent

9. Discuss with Possible Action – Ratify the ad valorem total property tax revenue increase for 2024.

Mayor: After passage of the budget because the budget we have just adopted will require raising more property taxes for maintenance and operation than last year’s rate, we will need to vote to ratify the tax rate and the resulting total property tax revenue increase.

Don Hagans “I move to ratify the ad valorem rate of .1260 that will provide for a total property tax revenue increase reflected in the adopted 2024-2025 budget.” Motion seconded by Lynn Smith

Record Vote recorded below.

Mayor Pro Tem Terry Nuss	☐ For	☐ Against	☒ Absent
Aldersperson Don Hagans	☒ For	☐ Against	☐ Absent
Aldersperson Bruce Robertson	☒ For	☐ Against	☐ Absent
Aldersperson Lynn Smith	☒ For	☐ Against	☐ Absent
Aldersperson Terry Smith	☒ For	☐ Against	☐ Absent

10. Discuss with Possible Action – City of Highland Haven FY 25 Holiday Schedule

Motion to approve City of Highland Haven FY 25 Holiday Schedule made by Lynn Smith seconded by Terry Smith.
Vote 4-0

11. Discuss with Possible Action – Appointment of Linda Enderlin as Planning & Zoning Chair.

Motion to appoint Linda Enderlin as Planning & Zoning Chair made by Terry Smith seconded by Bruce Robertson.

Vote 4-0

DISCUSSION / INFORMATION ITEMS

12. Discuss – Knight Law Firm rates

13. Discuss / Review - Drought Contingency Plan.

14. Review Planning and Zoning Commission Recommendations to BOA

15. Review assignments for the Planning and Zoning Commission

- a. Comprehensive Plan Review
- b. Review of current Planning and Zoning assignments
- c. The next P&Z meeting is scheduled for September 12, at 6:00 pm.

16. Legislative Updates –

17. Traffic Control –

18. Aquatic Vegetation -

19. Drainage Issues –

20. Water Storage Tank Project Report

- a. Possible change orders
 - i. Weed barrier and gravel ground cover
 - ii. Storage shed rainwater runoff gutter system

21. Review Water System –

- a. Lead and Copper Rule Revisions
 - i. Service Line Inventory
 - 1. TCEQ Lead and Copper Rule Revisions
 - a. <https://www.tceq.texas.gov/drinkingwater/chemicals/lcrr>
 - b. <https://www.tceq.texas.gov/downloads/drinking-water/lead-copper/form-20943.xlsx>
- b. Maintenance and Operations Issues
 - i. HHPOA barn rental
- c. Emergency generator system
- d. Central Texas Groundwater Conservation District
 - i. Pumping Permit
 - ii. Drought Status – Stage 3
 - iii. 10% Mandatory Water Restrictions
 - iv. Monitoring Well

22. Review Solid Waste Services –

23. Mayor's Report

24. Aldermen Comments

AUGUST 2024 MEETINGS:

Budget Workshop meeting – Wednesday August 7, 2024, at 9:00 a.m. Highland Haven Community Center (If needed)

Special meeting – Monday August 12, 2024, at 9:00 a.m. Highland Haven City Hall (If needed)

Special meeting – Friday August 16, 2024, at 9:00 a.m. Highland Haven City Hall

Regular meeting – Tuesday August 20, 2024, at 7:00 p.m., Highland Haven Community Center

Adjournment.

Motion to adjourn made by Terry Smith, seconded by Bruce Robertson.

Vote 4-0

The meeting adjourned at 8:27 pm.

Olan Kelley
Olan Kelley, Mayor

Lezley Baum
Lezley Baum, City Secretary

