



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 3, 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

2. Pledge of Allegiance

Mayor Kelley led in the Pledge of Allegiance.

3. Recognize Visitors

Visitors present – 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.)

No public comments

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 November 19, 2024

b. November 2024 Sales Tax Report

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

Vote 3-0

7. Discussion and/or Possible Action – Request for Proposal – Water Utility Management Services.

Motion to authorize city management to enter negotiations with AJ Management to become our water operator made by Bruce Robertson, seconded by Terry Nuss.

Vote 3-0

8. Discussion and/or Possible Action – Resolution #363 – Purchasing Policy

Motion for approval of Resolution #363 – Purchasing Policy as amended made by Terry Smith, seconded by Terry Nuss.

Vote 3-0

9. Discussion and/or Possible Action – Repair and/or Possible Pump Replacement Water Wells.

Motion to approve Well Repairs up to \$50,000 made by Terry Smith, seconded by Bruce Robetson.

Vote 3-0

10. Discussion and/or Possible Action – Purchase of Radar Signs.

Motion to purchase one 12” sign from Stalker Radar and one 11” portable sign from Radarsigns made by Terry Nuss, seconded by Terry Smith.

Vote 3-0

DISCUSSION / INFORMATION ITEMS

11. Personnel – City Secretary position.

12. Review Planning and Zoning Commission Recommendations to BOA

a. Commercial Zoning Ordinance

13. 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 January 9, 2025, at 6:00 pm.

14. Legislative Updates –

15. Traffic Control –

16. Drainage Issues –

Water Storage Tank Project Report

a. Possible change orders

i. Weed barrier and gravel ground cover

ii. Storage shed rainwater runoff gutter system

17. Review Water System –

a. Lead and Copper Rule Revisions

b. Central Texas Groundwater Conservation District

i. Pumping Permit

ii. Drought Status – Stage 3

iii. 10% Mandatory Water Restrictions

c. Maintenance and Operations Issues

18. Review Solid Waste Services –

19. Mayor's Report

20. Aldermen Comments

Next regular meeting – Tuesday January 7, 2025, at 7:00 p.m., Highland Haven Community Center.

Adjournment.

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

Vote 3-0

Meeting adjourned at 8:27pm.

Olan Kelley

Olan Kelley, Mayor

Lezley Baum

Lezley Baum, City Secretary

