



CITY OF HIGHLAND HAVEN
510 Highland Drive, Suite A
Highland Haven, Texas 78654-8278
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MINUTES – BOARD OF ALDERMAN MEETING

DATE: Thursday, January 23, 2025

TIME: 9:00 a.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 were Richard Baum, Sarah Collard, Rick Hieb, Tammie Hieb, Peter MacKay, Sally MacKay, Debbie Dahlstrom, Marvin Filla, Kathy Filla, Sherry Hume, Theresa Smith & Jackie Garrow.

4. Announcements, Proclamations or Presentations

Recognize Lezley Baum, City Secretary

Lezley Baum was recognized for her service to the City of Highland Haven.

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.

- Meeting Minutes for January 7, 2025
- December 24 Financials
- December 24 Utility Report
- January 25 Sales Tax Report

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

Vote 5-0

7. Discussion and/or Possible Action – Order of Election.

Motion to order May 3, 2025 general election made by Lynn Smith, seconded by Don Hagans.

Vote 5-0

8. Convene into Executive Session as per Texas Govt. Code §551.072 to discuss Real Property and Texas Govt. Code §551.074 to discuss personnel.

- Closed Session:

- i. Discuss real property matters.
- ii. Discuss Personnel – City Secretary

The convened into executive session at 9:10 am.

- b. Open Session: Reconvene into open session.

The meeting was reconvened into open session at 9:45 am.

- 9. Discussion and/or Possible Action on Executive Session matters.
 - a. Real Property matters.
 - b. Personnel – City Secretary

**Terry Smith made a motion to offer the City Secretary Position to Sarah Collard, seconded by Lynn Smith.
Vote 5-0**

DISCUSSION / INFORMATION ITEMS

- 10. Discussion of upcoming May Election deadlines:
 - a. Candidate Filing Dates: January 15, 2025, through February 14, 2025
 - b. Election Date: May 3, 2025
 - c. Positions include 3 Aldermen positions. Incumbents Bruce Robertson, Lynn Smith, and Terry Smith.
- 11. Review Planning and Zoning Commission Recommendations to BOA
 - a. Commercial Zoning Ordinance
- 12. Review assignments for the Planning and Zoning Commission
 - a. Comprehensive Plan Review
 - i. Community Survey
 - b. Review of current Planning and Zoning assignments
 - c. The next P&Z meeting is scheduled for February 13, 2025, at 6:00 pm.
- 13. Legislative Updates –
 - a. Resolution Legislative Platform
 - b. Proposed Legislation
- 14. Traffic Control –
- 15. Drainage Issues –
- 16. Water Storage Tank Project Report
 - a. Final Recap
- 17. Review Water System –
 - a. Central Texas Groundwater Conservation District
 - i. Pumping Permit
 - ii. Drought Status – Stage 4
 - iii. 15 % Mandatory Water Restrictions
 - b. Maintenance and Operations Issues
- 18. Review Solid Waste Services –
- 19. Mayor's Report
- 20. City Administrator Comments
- 21. Aldermen Comments

Next regular meeting – Tuesday, February 4, 2025, at 7:00 p.m., Highland Haven Community Center.

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

Adjournment.

The meeting was adjourned at 10:25 am.

Olan Kelley, Mayor

Joseph Adams, City Administrator

