



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, February 18, 2025

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 the Pledge of Allegiance.

3. Recognize Visitors

Visitors present were Rick Hieb, Tammy Hieb, Peter MacKay, and Sally MacKay.

4. Announcements, Proclamations or Presentations

No 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.

- Meeting Minutes for February 4, 2025
- January 2025 Financials
- January 2025 Utility Report

Motion to approve Items 6a and 6c on Consent Agenda made by Lynn Smith, seconded by Terry Smith.

Vote 4-0

Motion to approve Item 6b on Consent Agenda made by Lynn Smith, seconded by Bruce Robertson.

Vote 4-0.

DISCUSSION / INFORMATION ITEMS

7. Discussion of the upcoming May Election:

- Election Date: May 3, 2025
- Report on Candidate Applications

8. Review Planning and Zoning Commission Recommendations to BOA
 - a. Commercial Zoning Ordinance
9. 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 March 13, 2025, at 6:00 pm.
10. Legislative Updates –
 - a. Updated Legislative Issues Page on Website
 - b. City Administrator's Newsletter/Updated
11. Traffic Control –
 - a. Received Radar Sign on February 12
12. Drainage Issues –
13. 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
 - i. Distribution Pump Motor #1 Replacement
 - ii. City Meter Valves and Customer Education
14. Review Solid Waste Services –
 - a. Issues with Missed Streets
15. Budget
 - a. Update on Budget Calendar and Schedule
 - b. CPI Summary

16. Mayor's Report

17. Aldermen Comments

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

Motion to adjourn made by Don Hagans, seconded by Lynn Smith.

Vote 4-0

Adjournment.

The meeting adjourned at 7:57 PM.

Olan Kelley
Olan Kelley, Mayor

Sarah Collard
Sarah Collard, City Secretary

