



CITY OF HIGHLAND HAVEN
510 Highland Drive, Suite A
Highland Haven, Texas 78654-8278
Telephone: 830-265-4366

MINUTES – BOARD OF ALDERMEN MEETING

DATE: Tuesday, June 24, 2025

TIME: 7:00 p.m.

PLACE: Highland Haven Community Center

1. Open Meeting and Establish Quorum/Roll Call– **Mayor Kelley called the meeting to order at 7:02 PM.**

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 Jackie Garrow, Rick Hieb, Mary Chase, Terry Chase**
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.)

There were 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 on the regular agenda.

- a. Meeting Minutes for Budget Workshop - June 3, 2025
- b. Meeting Minutes for Regular BOA – June 3, 2025
- c. Financials May 2025 – REMOVED FROM CONSENT ITEMS – Moved to Discussion Items
- d. Sales Tax Report May 2025
- e. Water Usage Report

Motion to approve remaining Consent Items (excluding “Financials May 2025”) made by Terry Smith, seconded by Lynn Smith.

Vote 3-0

7. **Discussion and/or Possible Action** – Election documents for Burnet County.

Motion to approve execution of election documents for Burnet County made by Lynn Smith, seconded by Terry Smith.

Vote 3-0

8. **Discussion and/or Possible Action** – Commercial Zoning Ordinance – No action taken

9. **Discussion and/or Possible Action – TownWeb Website Renewal Contract**

Motion to approve execution of renewal contract with TownWeb made by Lynn Smith, seconded by Don Hagans.

Vote 3-0

10. **Convene into Executive Session** as per Texas Govt. Code §551.072 to discuss Real Property and §551.074 of the Texas Government Code for discussion of personnel.

- a. Closed Session:
 - i. Discuss real property matters
 - ii. Discuss personnel matters
- b. Open Session: Reconvene into Open Session.

There was no Closed Executive Session.

11. **Discussion and/or Possible Action** on Executive Session matters.

- a. Real Property matters
- b. Personnel matters

DISCUSSION / INFORMATION ITEMS

12. Financials May 2025 (moved from Consent Items)

13. Discussion – FY 2026 Budget

- a. Budget Discussion

14. TML Annual Conference and Exhibition

- a. October 29-31, 2025 in Ft. Worth, TX at Fort Worth Convention Center
- b. <https://tmlconference.org/>
- c. Registration and room block opens July 29, 2025 at 10:00 AM

15. Review Planning and Zoning Commission Recommendations to BOA

- a. Officer appointments

16. Review assignments for the Planning and Zoning Commission

- a. Review of current Planning and Zoning assignments
- b. The next regular P&Z meeting is scheduled for July 10, 2025, at 6:00 pm.
- c. Legislative impacts

17. Legislative Updates

- a. City Administrator's Update
- b. Legislative Bill Update

18. Drainage Issues

19. Review Water System

- a. Maintenance and Operations Issues
- b. Central Texas Groundwater Conservation District
 - i. Pumping Permit
 - ii. Drought Status – Stage 4
 - iii. 15% Mandatory Water Restrictions

20. Review Solid Waste Services

21. Mayor's Report

22. Aldermen Comments

Next Special meeting – Budget Workshop – Tuesday, July 1, 2025 at 5:30 PM, HH Community Center
Next Regular meeting – Tuesday, July 1, 2025, at 7:00 p.m., Highland Haven Community Center

Adjournment.

Motion to adjourn was made by Terry Smith, seconded by Don Hagans.

Vote: 3-0

The meeting adjourned at 7:42 PM.

Olan Kelley
Olan Kelley, Mayor

Sarah Collard
Sarah Collard, City Secretary

