



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, August 19, 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 7:00 PM.**

Mayor Pro Tem Terry Nuss	☐ Present	☒ Absent
Alderman Don Hagans	☐ Present	☒ Absent
Alderman Bruce Robertson	☒ Present	☐ Absent
Alderman Lynn Smith	☒ Present	☐ Absent
Alderman Terry Smith	☒ Present	☐ Absent

2. Pledge of Allegiance – **Led by Mayor Kelley.**
3. Recognize Visitors – **Jackie Garrow and Pam McGregor**
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.

- Meeting Minutes for Regular BOA – August 5, 2025
- Meeting Minutes for Special BOA – August 12, 2025
- Meeting Minutes for Special BOA – August 13, 2025
- Water Usage Report – July 2025
- Sales Tax Report – July 2025

Motion to approve Consent Items made by Lynn Smith, seconded by Terry Smith.

Vote: 3-0

7. **Public Hearing** – Ordinance #137 Commercial Zoning: Amending Chapter 9 Planning and Development Regulations Section 9.02.003 Zoning Districts, District C;

The public hearing opened at 7:02 PM. With no comments, the public hearing closed at 7:03 PM.

8. **Discussion and/or Possible Action** - Ordinance #137 Commercial Zoning: Amending Chapter 9 Planning and Development Regulations Section 9.02.003 Zoning Districts, District C;

Motion to approve Ordinance #137 Commercial Zoning: Amending Chapter 9 Planning and Development Regulations Section 0.02.003 Zoning Districts, District C was made by Terry Smith, seconded by Bruce Robertson.

Vote: 3-0

9. Discussion and/or Possible Action – Holiday Schedule and Meeting Calendar for FY 2025-26

- a. 2025-26 Holiday Schedule
- b. 2025-26 Meeting Calendar

Motion to approve the 2025-26 FY Holiday Schedule and Meeting Calendar made by Lynn Smith, seconded by Bruce Roberston.

Vote: 3-0

DISCUSSION / INFORMATION ITEMS

10. Discussion – Water Infrastructure Bond

- a. Bond Presentation
- b. Dissemination of Information
- c. Update on Bond Legislation

11. Extraterritorial Jurisdiction Update

12. Review assignments for the Planning and Zoning Commission

- a. Update on Townhall Meetings
 - i. Date/Time
 - ii. Agenda for Town Hall
 - iii. Flyer for Town Hall
- b. Review of Current Planning and Zoning Assignments
- c. The next regular P&Z meeting is scheduled for August 14, 2025, at 6:00 pm.

13. Legislative Updates

- a. Special Session Legislative Update
- b. New Laws Effective September 1, 2025

14. Drainage Issues

15. Review Water System

- a. Maintenance and Operations Issues
 - i. Stage 2 Drought Plan
 - 1. Lawn irrigation schedule
- b. Central Texas Groundwater Conservation District
 - i. Pumping Permit
 - ii. Drought Status – Stage 2
 - iii. 10% Water Reduction Goal

16. Review Solid Waste Services

17. Mayor's Report

- a. Annexation Request
- b. Property at End of Willow

18. Aldermen Comments

19. City Staff Comments

- a. City Administrator
- b. City Secretary
 - i. Cybersecurity Training

Next Public Hearing – Tuesday, August 26, 2025 at 4:30 PM, Highland Haven City Hall

Next Regular meeting – Tuesday, September 2, 2025, at 7:00 p.m., Highland Haven Community Center

Motion to adjourn made by Terry Smith, seconded by Lynn Smith.

Vote: 3-0

Adjournment.

The meeting adjourned at 8:08 PM.

Olan Kelley
Olan Kelley, Mayor

Attest:

Sarah Collard
Sarah Collard, City Secretary

