



CITY OF HIGHLAND HAVEN
510 Highland Drive, Suite A
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MINUTES – REGULAR BOARD OF ALDERMEN MEETING

DATE: Tuesday, November 18, 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
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 – **Judy Kelley, Peter Mackay, Sally Mackay, Terry Chase, Mary Chase, Mark Julian.**
4. Announcements, Proclamations, or Presentations - **None**
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.)

Terry Chase inquired about the overgrown vegetation on Blackbird and who will trim it back. Terry Nuss responded that the City will follow up with Camp Champions again.

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 – October 20, 2025
- Meeting Minutes for Special BOA – November 13, 2025
- Sales Tax Report – October 2025
- Water Usage Report – October 2025
- Financials – October 2025

Terry Nuss moved to accept the Consent Items, seconded by Terry Smith.

Vote: 4-0

7. **Discussion and/or Possible Action** – Ballot and Resolution of Votes Cast to Elect Directors for the Burnet Central Appraisal District for the Year 2026-27.

Terry Smith moved to cast 5 votes for Terry Nuss and 4 votes for Bruce Jones, seconded by Don Hagans.

Vote: 4-0

8. **Discussion and/or Possible Action** – Discuss and possibly approve 2025 Interlocal Agreement with Burnet County.
- Lynn Smith moved to approve the 2025 Interlocal Agreement with Burnet County; Terry Nuss seconded the motion.**
- Vote: 4-0**
9. **Discussion and/or Possible Action** – Consider purchase of easement for “remnant property” located at Willow and Deer Run for existing 10” water main.
- Terry Smith made a motion for the City to pursue purchasing the remnant property and bring it back for final approval if there is a price to settle on. Lynn Smith seconded the motion.**
- Vote: 4-0**
10. **Discussion and/or Possible Action** – Discuss and possibly approve the Letter of engagement for Neffendorf & Blocker, P.C. for Fiscal Year 2025 Audit.
- Lynn Smith moved to approve the Letter of Engagement for Neffendorf & Blocker, P.C. for the Fiscal Year 2025 Audit, seconded by Terry Nuss.**
- Vote: 4-0**
11. **Discussion and/or Possible Action** – December meeting and holiday schedule
- a. Meeting schedule – Board of Aldermen
- Lynn Smith made a motion to keep the Dec. 2 and Dec. 16 Board of Aldermen meetings, seconded by Don Hagans.**
- Vote: 4-0**
- b. Holiday schedule – City Offices
- Terry Smith moved to approve as presented the days of 12/29/25-12/31/25 and 1/2/26 for city offices to be closed but staff cycle in and out/check e-mail. Terry Nuss seconded the motion.**
- Vote: 4-0**

DISCUSSION / INFORMATION ITEMS

12. Discussion - Ordinance/resolution for a written investment policy, required by the Texas Public Funds Investment Act.
13. Discussion – Water Infrastructure Bond
- a. Bond Timeline
14. Marble Falls Area EMS End of Fiscal Year Report
15. 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 December 11, 2025, at 6:00 pm.
- c. Comprehensive Plan Town Hall #3 is scheduled for 6:00 PM on Thursday, November 20, 2025.
16. Legislative Updates
17. Drainage Issues

18. Review Water System

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

19. Review Solid Waste Services

20. Mayor's Report

21. Aldermen Comments

22. City Staff Comments

- a. City Administrator
- b. City Secretary

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

Terry Nuss made a motion to adjourn, seconded by Terry Smith.

Vote: 4-0

Adjournment.

The meeting adjourned at 7:50 PM.

Olan Kelley
Olan Kelley, Mayor

Sarah Collard
Sarah Collard, City Secretary

