



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

MINUTES – REGULAR BOARD OF ALDERMEN MEETING

DATE: Tuesday, December 2, 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 – **Led by Mayor Kelley**

3. Recognize Visitors – **Judy Kelley, Connie Smith, and Jackie Garrow.**

4. Announcements, Proclamations, or Presentations: International Volunteer Day Proclamation

Terry Smith made a motion to approve the International Volunteer Day Proclamation, seconded by Don Hagans.

Vote: 3-0

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 Regular BOA – November 18, 2025

Don Hagans made a motion to accept the Consent Items, seconded by Lynn Smith.

Vote: 3-0

7. **Discussion and/or Possible Action:** Ordinance/resolution for a written investment policy, required by the Texas Public Funds Investment Act.

No action was taken.

DISCUSSION / INFORMATION ITEMS

8. Discussion – Comprehensive Plan Town Hall Meetings

- a. Mini-survey results
b. Overall community response

9. Discussion – Water Infrastructure Bond
10. 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 #4 is scheduled for 6:00 PM on Thursday, January 22, 2026.
11. Legislative Updates
12. Drainage Issues
 - a. Shady Acres Drainage Project
13. Review Water System
 - a. Maintenance and Operations Issues
 - b. Central Texas Groundwater Conservation District
 - i. Rules Update
 - ii. Pumping Permit
 - iii. Drought Status – Stage 2
 - iv. 10% Water Reduction Goal
14. Review Solid Waste Services
15. Mayor's Report
16. Aldermen Comments
17. City Staff Comments
 - a. City Administrator
 - b. City Secretary

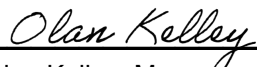
Next Regular meeting – Tuesday, December 16, 2025, at 7:00 p.m., Highland Haven Community Center

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

Vote: 3-0

Adjournment.

The meeting adjourned at 7:38 PM.



Olan Kelley, Mayor



Sarah Collard, City Secretary

