



CITY OF HIGHLAND HAVEN
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MINUTES – REGULAR BOARD OF ALDERMEN MEETING

DATE: Tuesday, January 20, 2026

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 – **There were no visitors.**

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 – January 6, 2026
- Sales Tax Report – December 2025
- Financial Reports – December 2025
- Water Usage Report – December 2025

Lynn Smith made a motion to approve the Consent Items, seconded by Terry Smith.

Vote: 4-0

7. **Discussion and/or Possible Action:** Order of Election for May 2, 2026 Election

Terry Smith moved to approve the Order of Election for May 2, 2026 for one (1) Mayor and two (2) Aldermen, seconded by Bruce Robertson.

Vote: 4-0

8. **Discussion and/or Possible Action:** FDIC Limits and Moving Operating Funds to TexPool

- General Fund
- Water Fund

c. Solid Waste Fund

Terry Smith made a motion move funds to Texpool on an as-needed basis for the General Fund and Water Fund to keep the accounts under FDIC limits. The motion was seconded by Bruce Robertson.

Vote: 4-0

DISCUSSION / INFORMATION ITEMS

9. Discussion – City Election May 2, 2026

- a. Candidate Packets – Filing Period January 14-February 13
- b. Open offices: 1 Mayor, 2 Alderpersons

10. Discussion – Water Infrastructure Bond

11. Discussion – Investment Policy Edit Updates

12. Discussion – Additional Attorney Firm(s)

13. Review assignments for the Planning and Zoning Commission

- a. Review of Current Planning and Zoning Assignments
 - i. Shoreline and 25' Setback Clarification
- b. The final Comprehensive Town Hall Meeting is Thursday, January 22, 2026 at 6:00 PM.
- c. The next regular P&Z meeting is scheduled for February 12, 2026, at 6:00 pm.

14. Legislative Updates

15. Drainage Issues

16. 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

17. Review Solid Waste Services

18. Mayor's Report

- a. TML Resources for Elected Officials: <https://www.tml.org/215/Essential-Reading>
 - i. [A Guide to Becoming a City Official](#)
 - ii. [Handbook for Mayors and Councilmembers](#)
 - iii. [Understanding Your Personal Liability as a City Official: A Primer](#)
 - iv. [Thirty Tips for Newly Elected Mayors and Councilmembers](#)

19. Aldermen Comments

20. City Staff Comments

- a. City Administrator
- b. City Secretary

Next Regular meeting – Tuesday, February 3, 2026, at 7:00 p.m., Highland Haven Community Center

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

Vote: 4-0

Adjournment.

The meeting adjourned at 8:19 PM.

Olan Kelley
Olan Kelley, Mayor

Sarah Collard
Sarah Collard, City Secretary

