



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

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**AGENDA – BOARD OF ALDERMAN MEETING**

**DATE:** Tuesday, November 21, 2023

**TIME:** 7:00 p.m.

**PLACE:** Highland Haven Community Center

1. Open Meeting and Establish Quorum/Roll Call– Mayor
 

Mayor Pro Tem Terry Nuss	<input type="checkbox"/> Present	<input type="checkbox"/> Absent
Aldersperson Don Hagans	<input type="checkbox"/> Present	<input type="checkbox"/> Absent
Aldersperson Bruce Robertson	<input type="checkbox"/> Present	<input type="checkbox"/> Absent
Aldersperson Lynn Smith	<input type="checkbox"/> Present	<input type="checkbox"/> Absent
Aldersperson Terry Smith	<input type="checkbox"/> Present	<input type="checkbox"/> Absent

2. Pledge of Allegiance & Thought

3. Recognize Visitors

4. 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.)*

5. Presentations, Announcements, Recognitions and Proclamations.

*Informational only; no action to be taken.*

**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 of the regular agenda.*

- a. Meeting Minutes for November 7, 2023
- b. October 2023 Financials
- c. October 2023 Utility Report
- d. November 23 Sales Tax Report

7. Discuss with Possible Action –Arch Technical Services, LLC (dba ATS Engineers, Inspectors & Surveyors) service agreement.

8. Discuss with Possible Action – Application for LCRA Grant Funding.

9. Discuss with Possible Action – Upcoming LCRA Steps Forward Day 2024.

**DISCUSSION / INFORMATION ITEMS**

10. Personnel-

- a. City Administrator
- b. Residency Requirements

11. Review Planning and Zoning Commission Recommendations to BOA
12. Review assignments for the Planning and Zoning Commission
  - a. Review of current Planning and Zoning assignments
    - i. Commercial Zoning planning
  - b. The next P&Z meeting is scheduled for December 7, 2023.
13. Legislative Updates
14. Drainage Issues
15. Water Storage Tank Project Report
16. Review Water System –
  - a. Maintenance and Operations Issues
    - ii. Winter Preparations
  - b. Central Texas Groundwater Conservation District
    - i. Pumping Permit
    - ii. Drought Status – Stage 4
    - iii. 15% Mandatory Water Restrictions
  - c. Drought Contingency Plan
17. Review Solid Waste Services
18. Mayor’s Reports
  - a. Codification Project Update
  - b. Accounting Software Conversion Project

19. Aldermen Comments

Next regular meeting – Tuesday December 5, 2023, at 7:00 p.m., Highland Haven Community Center

Adjournment.

Posted: November 16, 2023

**CERTIFICATION OF POSTING**

I, LEZLEY BAUM, CERTIFY THAT THE FOREGOING AGENDA HAS BEEN POSTED AT HIGHLAND HAVEN CITY HALL, 510 HIGHLAND DRIVE, SUITE A; HIGHLAND HAVEN, TX ON THE INDOOR AND OUTDOOR NOTICE BOARDS OF CITY HALL WHICH ARE ACCESSIBLE TO THE PUBLIC AT ALL TIMES AND THE CITY WEBSITE AT WWW. HIGHLANDHAVENTX.COM ON THURSDAY, NOVEMBER 16, 2023, BY 5:00 PM AND REMAINED SO POSTED FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.

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Lezley Baum, City Secretary

THIS MEETING SHALL BE CONDUCTED PURSUANT TO THE TEXAS GOVERNMENT CODE SECTION 551.001 ET SEQ. AT ANY TIME DURING THE MEETING THE BOARD RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION ON ANY OF THE ABOVE POSTED AGENDA ITEMS IN ACCORDANCE WITH THE SECTIONS 551.071 (Advice of Counsel), 551.072 (Real Property), 551.073 (Gifts or Donations), 551.074 (Personnel), 551.076 (Security), 551.087 (Economic Development) and/or 418.183 (Homeland Security).