

CITY OF HIGHLAND HAVEN
ORDINANCE # 117
September 7, 2021

**AN ORDINANCE ADOPTING THE CITY OF HIGHLAND HAVEN, TEXAS
FISCAL YEAR 2022 BUDGET, BEGINNING OCTOBER 1, 2021 AND ENDING
SEPTEMBER 30, 2022.**

Whereas, each General Law Type A municipality in the State of Texas is required by Texas Local Government Code, §102.002 to adopt an annual budget prior to October 1 of the upcoming fiscal year; and

Whereas, the Mayor, acting as Budget Officer under LGC, §102.005, did prepare a proposed budget and filed same with the City Secretary on August 16, 2021; and

Whereas, required Notice of Public Hearing was published in the Highlander Newspaper, Highland Haven City Hall and posted on the City's website in accordance with LGC, §102.065; and

Whereas, the Board of Aldermen, after public notification, did hold a public meeting on the proposed budget on September 7, 2021; and

Whereas, the Final Budget for FY 2022 reflects more property tax revenue compared to the Final Budget for FY 2021.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF
HIGHLAND HAVEN, TEXAS:**

SECTION 1. That the appropriations for the fiscal year beginning October 1, 2021 and ending September 30, 2022, for the Support, Maintenance and Operation of the General Government of the City of Highland Haven, Texas be fixed and determined for said term in accordance with the expenditures shown in the City's Annual Budget for Fiscal Year 2021-2022, a copy of which is attached hereto as Exhibit "A."

SECTION 2. That the appropriations for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022 for the payment of Debt Service requirements, if any, of the City of Highland Haven be fixed and determined as for said term in accordance with the payments shown in Exhibit "A."

SECTION 3. That the budget, as shown in words and figures in Exhibit "A", is hereby approved in all respects and adopted as the City's Annual Budget for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022.

PASSED AND APPROVED on this the 7th day of September 2021, by the Board of Aldermen of the City of Highland Haven, Texas, by a record of the vote as noted below during a meeting

opened to the public, with time, place and purpose given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

Aldersperson Lynn Smith:	Aye ☒	Nay ☐	Abstain ☐	Absent ☐
Aldersperson Don Hagans:	Aye ☒	Nay ☐	Abstain ☐	Absent ☐
Aldersperson Terry Nuss:	Aye ☒	Nay ☐	Abstain ☐	Absent ☐
Aldersperson Lorinda Peters:	Aye ☒	Nay ☐	Abstain ☐	Absent ☐
Aldersperson Terry Smith:	Aye ☒	Nay ☐	Abstain ☐	Absent ☐

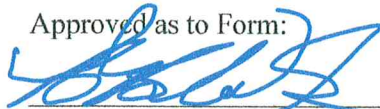
Attest:


Jeffery Lederer, City Secretary


Olan Kelley, Mayor

seal

Approved as to Form:


Barbara Boulware-Wells, City Attorney

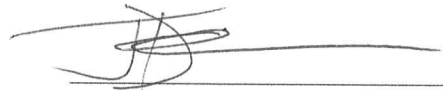
City of Highland Haven
Adopted FY21-22 Budget
Submittal to the City Secretary
September 7, 2021

“This budget will raise more revenue from property taxes than last year’s budget by an amount of \$9,117, which is a 4.5 percent increase from last year’s budget. The property tax revenue to be raised from new property added to the tax role this year is \$2,153.”

Pursuant to the Texas Local Government Code, Chapter 102, a copy of the proposed budget is available at the Highland Haven City Hall, 510 Highland Drive, Suite A; Highland Haven, Texas 78654-8278 and on the City’s website. Please contact the Mayor at 830-265-4366.



Olan Kelley, Mayor



Jeffery Lederer, City Secretary

**Fy 21-22 General Fund
Adopted Budget**

		Highland Haven Operating Budget	FY19-20 Actual	FY20-21 Budget 8%	FY20-21 Estimate	Adopted FY21-22 Budget
		Beginning Balance	257,942	270,674	270,674	301,809
8000 General Fund Revenue						
	8100 Taxes					
	8110	Property Taxes Collected	184,735	199,849	201,750	211,406
	8140	Sales Tax			8,000	12,000
	Total 8100 Taxes		184,735	199,849	201,750	223,406
	8200 Franchise Fees					
	8210	Cable TV	7,415	6,900	7,000	6,900
	8220	Electrical	10,809	10,000	11,000	10,000
	8230	Telephone	227	250	250	250
	Total 8200 Franchise Fees		18,451	17,150	18,250	17,150
	8300 Building Permits / Inspections					
	8310	Building Permit Fees	12,030	10,000	7,500	7,500
	8330	Inspection Fees	8,380	5,000	11,000	7,500
	8340	Clean up Depost Fees	0	5,000	0	0
	Total 8300 Building Permits/ Inspections		20,410	20,000	18,500	15,000
	8500 Charges for Services					
	8510	Lot Mowing Program Fees	2,001	3,000	2,500	3,000
	8520	Copy, FAX & Phone Usage	40	20	65	20
	8530	Newsletter Copy Fee	0	250	175	250
	8540	Newsletter Postage Fee	0	350	400	350
	8550	Replat & Variances	400	200	600	1,000
	Total 8500 Charges for Services		2,441	3,820	3,740	4,620
	8600 Public Safety					
	8610	Burnet Child Safety	709	700	700	
	Total 8600 Public Safety		709	700	700	0
	8800 Donations & Contributions					
	8801	Donations	3,125	0	8,000	0
	Total 8600 Public Safety		3,125	0	8,000	0
	8900 Interest & Income From Investments					
	8910	Interest Income	1,005	1,000	500	1,000
	Total 8900 Interest & Investment Income		1,005	1,000	500	1,000
Total 8100 - General Fund Revenue			230,876	242,519	255,440	261,176
General Fund Expense						
60000 - EXPENSES - GENERAL FUND						
	61100 Personnel Services					
	61101	Mayor Salary	9,587	9,681	9,681	20,000
	61102	Secretary Salary	38,809	44,750	37,250	46,093
	61103	Admin Asst (accting/utlities)	20,921	29,952	29,952	36,558
	61104	Building Permit Officer	0	12,480	0	31,200
	61105	Temporary Employees			2,500	1,200
	61110	FICA Matching	5,321	6,455	6,455	10,331
	61111	Texas Workforce Commission	309	200	1,000	1,045
	61112	Direct Deposit Fees	81	100	100	100
	61113	Health Insurance				9,000
	Total 61100 Personnel Services		75,028	103,618	86,938	155,527
	61200 Adminstrative & Office					
	61201	Office Supplies	1,906	2,000	2,000	2,000

**Fy 21-22 General Fund
Adopted Budget**

		Highland Haven Operating Budget	FY19-20 Actual	FY20-21 Budget 8%	FY20-21 Estimate	Adopted FY21-22 Budget
	61202	Equipment Replacement	3,613	3,000	3,000	3,000
	61203	Newsletter Copy Charge	262	300	300	300
	61204	Newsletter Postage	605	450	450	450
	61205	Printing Binding Reproduction		1,000	500	1,000
	61206	Software	758	1,000	1,000	1,000
	61207	Postage	553	800	500	800
	61208	Public Notice Publication	1,740	1,500	1,500	1,500
	61209	Variances & Re-plats	0	200	200	1,000
	61210	Travel Reimbursement	99	100	100	100
	61211	Schools & Training	1,528	3,000	2,500	3,000
	61212	Recognition & Awards				250
	61213	Food & Beverage				250
Total	61200	Administrative & Office	11,064	13,350	12,050	14,650
	61300	Street Maintenance & Repair				
	61301	Contract Repair	0	5,000	0	5,000
	61302	Street Material & Supplies	1,090	6,000	6,000	6,000
Total	61300	Street Maintenance & Repair	1,090	11,000	6,000	11,000
	61400	Maintenance & Repair				
	61401	Equipment Repair & Maintenance	568	500	250	500
	61402	Buildings / Infrastructure	3,330	20,000	10,000	6,500
Total	61400	Maintenance & Repair	3,898	20,500	10,250	7,000
	61500	Professional Services				
	61501	Judge Expense	1,200	1,200	1,200	1,200
	61502	Accounting / Audit Fees	10,670	15,000	14,000	15,000
	61503	Attorney Fees	2,136	3,000	6,000	5,000
	61504	Ordinance Codification	0	12,000	0	12,000
	61505	Burnet County Tax Appraisal Fee	3,013	3,000	2,400	3,000
	61506	Information Technology Support	3,774	3,000	2,100	3,000
	61507	Lobbying Expense	0	0	0	0
	61508	Burnet County Election Fee	0	75	1,525	4,000
	61509	Consultants	0	2,000	250	2,000
	61510	Web Site Hosting	1,366	1,000	1,350	1,000
	61511	Recruitment				
	61520	Fund Accounting Software				15,000
Total	61500	Professional Services	22,159	40,275	28,825	61,200
	61600	Utilities				
	61601	Electric	804	1,000	1,000	1,000
	61602	Fax	132	100	100	100
	61603	Internet Service	866	1,000	1,000	2,000
	61604	Telephone	1,940	2,000	2,000	2,000
Total	61600	Utilities	3,742	4,100	4,100	5,100
	61700	Charges for Services				
	61701	Janitorial Service	106	200	300	600
	61702	Inspection Fees	5,015	1,500	3,000	3,000
	61703	Clean Up Deposit Fees	0	5,000	0	0
	61704	Flood Control Labor / Service	0	5,000	0	5,000
	61705	Contract Mowing	975	1,000	1,000	1,000
	61706	Landscaping	538	1,000	1,500	2,000
	61708	Buoy Maintenance	0	500	600	500
	61709	Lot Mowing Program Expense	1,121	3,000	2,500	3,000

**Fy 21-22 General Fund
Adopted Budget**

		Highland Haven Operating Budget	FY19-20 Actual	FY20-21 Budget 8%	FY20-21 Estimate	Adopted FY21-22 Budget
	61710	Insurance	1,451	2,000	2,000	2,150
	61711	Notary Public Cert.	0	141	141	141
	61712	Treasurers Bond	260	300	300	300
Total	61700	Charges for Services	9,466	19,641	11,341	17,691
	61800	Membership Fees / Dues				
	61801	Capcog	50	50	50	50
	61802	Flood Plain Coalition	0	250	0	0
	61803	Texas Municipal League	591	600	600	600
	61804	CAMPO				350
Total	61800	Membership Fees / Dues	641	900	650	1,000
	61900	Public Safety				
	61901	Security Camera	3,162	2,500	750	2,500
	61902	Granite Shoals VFD	80,000	82,500	82,500	85,000
	61903	Marble Falls EMS	12,144	12,751	12,751	13,134
	61904	Emergency Response Supplies	0	0	150	500
Total	61900	Public Safety	95,306	97,751	96,151	101,134
Total	61900	EXPENSES - GENERAL FUND	222,394	311,135	256,305	374,302
	76000	Interfund Transfers				
	76020-3	Transfer To Solid Waste				
	76020-5	Transfers Out To Child Safety Fund	0	0	0	3,875
	76020-4	Transfers Out To Capital Improvement	0	0	0	80,000
Total Expenses and Transfers OUT			222,394	311,135	256,305	458,177
	76010.2	Transfers In from HHWS Fund	20,000	20,000	20,000	30,000
	76010.3	Transfers In from Solid Waste Fund	12,875	12,000	12,000	15,000
Total	76000	Interfund Transfers IN	32,875	32,000	32,000	45,000
Total Revenues and Transfers In			263,751	274,519	287,440	306,176
		Difference between Revenues and Expenses	41,357	-36,616	31,135	-152,001
		Difference between Revenues and Expenses plus Beginning Balance	299,299	234,058	301,809	149,808
Total Revenues, Transfers IN and Beginning Balance			521,693	545,193	558,114	607,985
		Ending Balance	299,299	234,058	301,809	149,808
		30% Ending Balance	66,718	93,341	76,892	112,291
		50% Ending Balance	111,197	155,568	128,153	187,151

**FY 21-22 Water Fund
Adopted Budget**

Highland Haven Water Service Budget			FY19-20 Actual	FY20-21 Budget	FY20-21 Estimated	Adopted FY21-22 Budget
		Beginning Balance	305,145	388,186	388,186	433,336
Water System Fund Revenues						
9000	HH Water Fund Revenue					
9200	Charges For Services					
	9210	Water Sales	234,491	227,000	230,000	236,900
	9220	Tap Fees	4,500	4,500	8,500	4,500
Total	9200	Charges For Services	238,991	231,500	238,500	241,400
9230	Miscellaneous Income					
	9231	Miscellaneous Income	71	200	250	200
Total	9230	Miscellaneous Income	71	200	250	200
9250	Interest & Income From Investments					
	9251	Interest Income	340	300	300	300
Total	9250	Interest & Investment Income	340	300	300	300
Total	9000	HH Water Fund Revenue	239,402	232,000	239,050	241,900
Water System Fund Expenses						
62000	HH Water Fund Expenditures					
62150	2016 Bond Expenses					
	62151	Interest Expense		7100	7100	12,240
	62152	Bond Principal	111,010	102,100	95,000	100,000
Total	62150	2016 Bond Expenses	111,010	109,200	102,100	112,240
62200	Administrative & Office					
	62201	Office Supplies	888	1,000	1,000	1,000
	62206	Software	5,194	3,000	2,000	3,000
	62207	Postage	2,481	3,000	2,500	3,000
	62208	Public Notice Publication	0	200	200	200
	62210	Travel Reimbursemt	27	300	100	300
	62212	Bank Fees	60	500	200	200
	62213	Food & Beverage				500
Total	62200	Administrative & Office	8,650	8,000	6,000	8,200
62350	Chemicals					
	62351	Chemicals	1,641	1,500	1,500	1,500
Total	62350	Chemicals	1,641	1,500	1,500	1,500
62400	Maintenance & Repair					
	62402	Repairs & Service Work	12,298	10,000	10,000	10,000
	62403	Buildings / Infrastructure	2,001	50,000	500	
	62405	Material-pipe,pumps,meters	5,113	10,000	10,000	10,000
Total	62400	Maintenance & Repair	19,412	70,000	20,500	20,000
62500	Professional Services					
	62503	Attorney Fees	7,194	1,000	0	1,000
	62511	Engineering Fees	4,700	1,000	0	1,000
	62512	Lab Fees	3,046	4,000	1,200	4,000
	62513	Contract Operator	28,500	30,000	30,000	30,000
	61520	Fund Accounting Software				8,000
Total	62500	Professional Services	43,440	36,000	31,200	44,000
62600	Utilities					
	62601	Electric	5,598	6,000	6,000	6,000
	62604	Telephone	0	1,000	1,000	1,000
	62605	Answering Service	1,032	1,000	1,000	1,000
Total	62600	Utilities	6,630	8,000	8,000	8,000
62700	Services & Charges					
	62705	Contract Mowing Expense	1,020	1,500	1,000	1,500
	62712	Tap Installation	350	2,000	2,000	2,000

**FY 21-22 Water Fund
Adopted Budget**

Highland Haven Water Service Budget			FY19-20 Actual	FY20-21 Budget	FY20-21 Estimated	Adopted FY21-22 Budget
	62713	62900 · Storage Facilities	300	350	350	400
	62714	Johnston East Well Water Usage	411	500	250	500
	62715	TCEQ	960	1,000	1,000	1,000
Total	62700	Services & Charges	3,041	5,350	4,600	5,400
Total 62000 · EXPENSES-WATER SYSTEM FUND			193,824	238,050	173,900	199,340
76000 · Interfund Transfers						
	76020-1	Transfers to General Fund	20,000	20,000	20,000	30,000
	76020-6	Transfer to Water CIP				300,000
Total Transfers OUT			20,000	20,000	20,000	330,000
Total Expenses and Transfers OUT			213,824	258,050	193,900	529,340
Total Revenues			239,402	232,000	239,050	241,900
Total Revenues and Beginning Balance			544,547	620,186	627,236	675,236
Total Expenses and Transfer Out minus Revenues			25,578	-26,050	45,150	-287,440
and Expenses plus Beginning			330,723	362,136	433,336	145,896
Ending Balance			330,723	362,136	433,336	145,896
30% Ending Balance			64,147	77,415	58,170	59,802
50% Ending Balance			106,912	129,025	96,950	99,670

**FY 21-22 Solid Waste Fund
Adopted Budget**

			Highland Haven Solid Waste Services Budget	FY 19-20 Actual	FY 20-21 Budget	FY 20-21 Estimated	Adopted FY 21-22 Budget
			Beginning Balance	10,492	15,439	24,939	34,439
9500	Solid Waste Revenue						
	9600	Charges For Services					
		9310	SW Residential Collection	97,326	100,500	100,500	107,610
	Total	9600	Charges For Services	97,326	100,500	100,500	107,610
	9650	Franchise Fees					
		9651	Franchise Fees	3,854	4,000	4,000	5,381
	Total	9650	Franchise Fees	3,854	4,000	4,000	5,381
	9700	Sales Tax					
		9721	Timely Filing Discount	7	0	0	0
		9722	Sales Tax Collected	6,000	6,375	0	0
	Total	9700	Sales Tax	6,007	6,375	0	0
	9800	Interest & Income From Investments					
		9801	Interest Income	24	100	100	50
	Total	9800	Interest & Investment Income	24	100	100	50
Total	9500	Solid Waste Revenue		107,211	110,975	104,600	113,041
	Expense						
	63000	Solid Waste Expenditures					
	63500	Professional Services					
		63502	Accounting / Audit Fees	0	1,000	1,000	1,000
		63513	Waste Contractor Costs	77,088	79,200	79,200	83,400
		63514	Household Haz. Waste Program	500	500	500	500
		63515	Haz. Waste Response Fund	0	2,400	2,400	2,400
		63516	Bulk Trash Pick-up				2,500
		61520	Fund Accounting Software				2,000
Total	63000	Solid Waste Expenditures		77,588	83,100	83,100	91,800
	63700	Taxes & Fees					
			63830 · Sales Tax Paid	6,400	6,375	0	0
Total	63700	Taxes & Fees		6,400	6,375	0	0
	Total 63000 · EXPENSES - SOLID WASTE FUND			83,988	89,475	83,100	91,800
	76000 · Interfund Transfers						
		76020	Transfers Out to General Fund	12,875	12,000	12,000	15,000
	Total Expenses and Transfers OUT			96,863	101,475	95,100	106,800
	Total Revenues			107,211	110,975	104,600	113,041
	Total Revenues and Beginning Balance			117,703	126,414	129,539	147,480
			Difference between Revenues and Expenses	23,223	21,500	21,500	6,241

**FY 21-22 Solid Waste Fund
Adopted Budget**

			Highland Haven Solid Waste Services Budget	FY 19-20 Actual	FY 20-21 Budget	FY 20-21 Estimated	Adopted FY 21-22 Budget
			Difference between Revenues and Expenses plus Beginning Balance	20,840	24,939	34,439	40,680
			Ending Balance	20,840	24,939	34,439	40,680
			30% Ending Balance	29,059	30,443	28,530	32,040
			50% Ending Balance	48,432	50,738	47,550	53,400

**FY 21-22 General Fund Capital Improvement
Adopted Budget**

Highland Haven General Fund Capital Improvement Budget				Adopted FY 21-22 Budget
		Beginning Balance		0
Expense				
61000	General Capital Improvement Fund Expenses			
61900	General Capital Improvement			
61901	Infrastructure Improvements			80,000
xxx	Project			0
xxx	Project			0
Total	61000	General Capital Improvement		80,000
Total 63000 - EXPENSES - General Capital Improvement				80,000
76000 Interfund Transfers				
76020 Transfers Out				0
Total Expenses and Transfers OUT				80,000
76010.1	Transfers In from General Fund			80,000
Total	76000	Interfund Transfers IN		80,000
Total Revenues Transfer In and Beginning Balance				80,000
Difference between Revenues and Expenses				0
Difference between Revenues and Expenses plus Beginning Balance				0
Ending Balance				0
30% Ending Balance				0
50% Ending Balance				0

FY 21-22 Child Safety Fund

Adopted Budget

Highland Haven Child Safety Fund Budget				Adopted FY 21-22 Budget
		Beginning Balance		0
8600	Child Safety Fund			
	8600	Burnet Child Safety		
		8610	Burnet Child Safety	700
	Total	8600	Burnet Child Safety	700
Total	8600	Child Safety Fund Revenues		700
	Expense			
	61000	Child Safety Fund Expenses		
	61900	Child Safety		
		61901	Burnet Child Safety	700
Total	61000	Child Safety		700
	Total 63000 - EXPENSES - Child Safety Fund			700
76000 Interfund Transfers				
	76020 Transfers Out To Child Safety Fund			0
Total Expenses and Transfers OUT				700
	76010.1	Transfers In from General Fund		3,875
Total	76000	Interfund Transfers IN		3,875
Total Revenues Transfer In and Beginning Balance				4,575
Difference Between Revenue & Expenses				0
Difference Between Revenue & Expenses Plus Beg Balance				3,875
Ending Balance				3,875
30% Ending Balance				210
50% Ending Balance				350

**FY 21-22 Water Fund Capital Improvement
Adopted Budget**

	Highland Haven Water Fund Capital Improvement Budget			Adopted FY 21-22 Budget
		Beginning Balance		0
Expense				
61000	Water Capital Improvement Fund Expenses			
61900	Water Capital Improvement			
	61901	Water Infastructure Improvement		300,000
	xxx	Project		0
	xxx	Project		0
Total	61000	Water Capital Improvement		300,000
Total 63000 - EXPENSES - General Capital Improvement				300,000
76000 Interfund Transfers				
	76020 Transfers Out			0
Total Expenses and Transfers OUT				300,000
	76010.2	Transfers In from Water Fund		300,000
Total	76000	Interfund Transfers IN		300,000
Total Revenues Transfer In and Beginning Balance				300,000
Difference Between Revenue and Expenses				0
Difference Between Revenue and Expenses Plus Beg Balance				300,000
		Ending Balance		0
		30% Ending Balance		0
		50% Ending Balance		0