

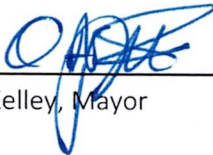
JUL 17 2023

Received

City of Highland Haven
Proposed FY 23-24 Budget
Submittal to the City Secretary
July 17, 2023

“This budget will raise more total property taxes than last year’s budget by \$38,664 or 15.49 %, and of that amount, \$ 4,410 is tax revenue to be raised from new property added to the tax roll this year.”

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 Ste A, Highland Haven, Texas 78654-8278 and on the City’s website. Please contact the Mayor at 830-265-4366 with questions.



Olan Kelley, Mayor



Lezley Baum, City Secretary

**Fy 23-24 General Fund
Proposed Budget**

Highland Haven General Fund Operating			Actual FY 21-22 Ending	Adopted FY 22-23 Budget	Proposed FY 23/24 Budget
		Beginning Balance	318,833	284,821	357,497
8000 General Fund Revenue					
	8100 Taxes				
	8110	Property Taxes Collected	212,222	249,535	288,265
	8140	Sales Tax	31,986	27,000	28,350
Total	8100 Taxes		244,208	276,535	316,615
	8200 Franchise Fees				
	8210	Cable TV	5,432	6,900	7,250
	8220	Electrical	22,683	15,000	20,000
	8230	Telephone	390	250	250
	8240	Solid Waste		5,000	5,150
Total	8200 Franchise Fees		28,505	27,150	32,650
	8300 Building Permits / Inspections				
	8310	Building Permit Fees	9,100	7,500	29,000
	8330	Inspection Fees	13,450	7,500	10,000
	8340	Clean up Depost Forfitures		0	0
Total	8300 Building Permits/ Inspections		22,550	15,000	39,000
	8400 Other Income				
	8410	ROW -License Agreement	500	0	500
Total	8400 Other Income		500	0	500
	8500 Charges for Services				
	8510	Lot Mowing Program Fees	2,480	3,000	2,000
	8520	Copy, FAX & Phone Usage	10	20	25
	8530	Newsletter Copy Fee	188	250	250
	8540	Newsletter Postage Fee	369	350	350
	8550	Replat & Variances	400	1,000	1,050
Total	8500 Charges for Services		3,447	4,620	3,675
	8600 Public Safety				
	8610	Burnet Child Safety	735		
	8320	OPIOD Abatement			
Total	8600 Public Safety		735	0	0
	8800 Donations & Contributions				
	8801	Donations	0	0	0
	8805	Sale of Assets	126,300		
Total	8600 Donations & Contributions		126,300	0	0
	8900 Interest & Income From Investments				
	8910	Interest Income	1,045	1,000	4,000
Total	8900 Interest & Investment Income		1,045	1,000	4,000
Total 8100 - General Fund Revenue			427,290	324,305	396,440
General Fund Expense					
60000 - EXPENSES - GENERAL FUND					
	61100 Personnel Services				
	61101	Mayor Salary	13,058	20,000	0
	61102	Secretary Salary	45,157	50,242	52,754
	61103	Accounting / Utility Coordinator	34,446	48,069	50,472
	61104	Building Permit Officer	0	1	15,120
	61105	Temporary Employees	4,088	2,725	2,861

**Fy 23-24 General Fund
Proposed Budget**

Highland Haven General Fund Operating				Actual FY 21-22 Ending	Adopted FY 22-23 Budget	Proposed FY 23/24 Budget
	61106	Administrative Services			55,000	85,000
	61110	FICA Matching		7,401	13,467	15,775
	61111	Texas Workforce Commission		402	800	100
	61112	Direct Deposit Fees		84	100	100
	61113	Health Insurance		0	8,000	12,000
Total	61100	Personnel Services		104,636	198,404	234,183
	61200	Administrative & Office				
	61201	Office Supplies		1,935	2,500	2,650
	61202	Equipment Replacement		3,366	6,000	6,300
	61203	Newsletter Copy Charge		287	400	400
	61204	Newsletter Postage		528	600	650
	61205	Printing Binding Reproduction		906	1,000	1,050
	61206	Software		1,530	7,000	8,000
	61207	Postage		382	800	850
	61208	Public Notice Publication		3,803	2,000	2,100
	61209	Variances & Re-plats		300	1,000	1,000
	61210	Travel Reimbursement		105	500	550
	61211	Schools & Training		2,442	3,000	6,500
	61212	Recognition & Awards		52	250	250
	61213	Food & Beverage		77	250	250
	61214	Bank Fees				150
Total	61200	Administrative & Office		15,713	25,300	30,700
	61300	Street Maintenance & Repair				
	61301	Contract Repair		0	5,000	5,250
	61302	Street Material & Supplies		3,707	6,000	6,300
Total	61300	Street Maintenance & Repair		3,707	11,000	11,550
	61400	Maintenance & Repair				
	61401	Equipment Repair & Maintenance		323	500	525
	61402	Buildings / Infrastructure		3,745	6,500	6,825
Total	61400	Maintenance & Repair		4,068	7,000	7,350
	61500	Professional Services				
	61501	Judge Expense		1,200	1,200	1,200
	61502	Accounting / Audit Fees		11,865	6,000	6,400
	61503	Attorney Fees		5,836	5,000	5,250
	61504	Ordinance Codification		4,925	4,000	4,200
	61505	Burnet County Tax Appraisal Fee		3,279	3,000	4,000
	61506	Information Technology Support		3,790	4,200	4,400
	61507	Lobbying Expense		0	0	0
	61508	Burnet County Election Fee		75	4,500	4,750
	61509	Consultants		1,200	2,000	2,100
	61510	Web Site Hosting		1,556	1,000	1,050
	61511	Recruitment		738	1,000	1,050
	61520	Fund Accounting Software		4,415	0	9,000
Total	61500	Professional Services		38,879	31,900	43,400
	61600	Utilities				
	61601	Electric		1,089	1,000	1,050
	61602	Fax		72	0	0
	61603	Internet Service		943	0	0
	61604	Telephone		1,584	0	0

**Fy 23-24 General Fund
Proposed Budget**

Highland Haven General Fund Operating				Actual FY 21-22 Ending	Adopted FY 22-23 Budget	Proposed FY 23/24 Budget
	61605	Communications		0	6,000	6,300
Total	61600	Utilities		3,688	7,000	7,350
61700	Charges for Services					
	61701	Janitorial Service		175	600	650
	61702	Inspection Fees		6,690	5,000	5,250
	61705	Contract Mowing		560	1,000	1,050
	61706	Landscaping		475	2,000	2,100
	61708	Buoy Maintenance		853	1,000	8,000
	61709	Lot Mowing Program Expense		2,330	3,000	2,000
	61710	Insurance		2,529	3,500	3,700
	61711	Notary Public Cert.		348	350	375
	61712	Treasurers Bond		0	300	0
Total	61700	Charges for Services		13,960	16,750	23,125
61800	Membership Fees / Dues					
	61801	Capcog		50	50	50
	61803	Texas Municipal League		591	600	600
	61804	CAMPO		350	350	350
	61805	Texas Municipal Clerks Association		100	100	150
		International City Managers Assn			0	0
Total	61800	Membership Fees / Dues		1,091	1,100	1,150
61900	Public Safety					
	61901	Security Camera		1,182	2,500	1,000
	61902	Granite Shoals VFD		85,000	85,000	87,550
	61903	Marble Falls EMS		13,134	13,527	13,935
	61904	Emergency Response Supplies		0	500	500
	61905	Emergency Management Program			5,000	5,000
Total	61900	Public Safety		99,316	106,527	107,985
Total	61900	EXPENSES - GENERAL FUND		285,058	404,981	466,793
76000	Interfund Transfers					
	76020-3	Transfer To Solid Waste				
	76020-5	Transfers Out To Child Safety Fund		-		
	76020-4	Transfers Out To CIP General		-	26,000	130,000
	76020-4	Transfers Out To CIP Water			100,000	
Total	76000	Interfund Transfers OUT			126,000	130,000
Total	Expenses and Transfers OUT			285,058	530,981	596,793
	76010.2	Transfers In from HHWS Fund		30,000	62,000	62,000
	76010.3	Transfers In from Solid Waste Fund		15,000	15,000	15,000
Total	76000	Interfund Transfers IN		45,000	77,000	77,000
Total Revenues and Transfers In				472,290	401,305	473,440
Difference Between Revenue, Trans In and Expenses				187,232	-3,676	6,647
Difference between Revenues, Trans In, and Expenses, Trans Out				187,232	-129,676	-123,353

**Fy 23-24 General Fund
Proposed Budget**

Highland Haven General Fund Operating				Actual FY 21-22 Ending	Adopted FY 22-23 Budget	Proposed FY 23/24 Budget
			Difference between Revenues and Expenses plus Beginning Balance	506,065	155,145	234,144
			Total Revenues, Transfers IN and Beginning Balance	791,123	686,126	830,937
			Ending Balance	506,065	155,145	234,144
			30% Ending Balance	85,517	121,494	140,038
			50% Ending Balance	142,529	202,491	233,396

**FY 23-24 Water Fund
Proposed Budget**

Highland Haven Water Service			Actual FY21-22	Adopted FY 22-23 Budget	Proposed FY 23/24 Budget
Beginning Balance			382,806	183,274	111,842
Water System Fund Revenues					
9000	HH Water Fund Revenue				
9200	Charges For Services				
	9210	Water Sales	274,965	250,000	275,000
	9220	Tap Fees	3,000	4,500	9,000
Total	9200	Charges For Services	277,965	254,500	284,000
9230	Miscellaneous Income				
	9231	Miscellaneous Income	0	200	200
Total	9230	Miscellaneous Income	0	200	200
9250	Interest & Income From Investments				
	9251	Interest Income	456	300	1,500
Total	9250	Interest & Investment Income	456	300	1,500
9900	Grant Funding				
	9910	CLREF Funding	55,102	0	0
Total	9900	Grant Income	55,102	0	0
Total	9000	HH Water Fund Revenue	333,523	255,000	285,700
Water System Fund Expenses					
62000	HH Water Fund Expenditures				
62150	2016 Bond Expenses				
	62151	Interest Expense	12,201	10,249	8,300
	62152	Bond Principal	100,000	100,000	100,000
Total	62150	2016 Bond Expenses	112,201	110,249	108,300
62200	Administrative & Office				
	62201	Office Supplies	883	1,200	2,500
	62206	Software	3,030	6,000	6,500
	62207	Postage	2,667	3,000	4,000
	62208	Public Notice Publication	0	200	200
	62210	Travel Reimbursement	0	300	325
	62212	Bank Fees	190	200	200
	62213	Food & Beverage	0	500	525
Total	62200	Administrative & Office	6,770	11,400	14,250
62350	Chemicals				
	62351	Chemicals	2,672	2,100	2,600
Total	62350	Chemicals	2,672	2,100	2,600
62400	Maintenance & Repair				
	62402	Repairs & Service Work	4,483	10,000	10,500
	62403	Buildings / Infrastructure		0	5,000
	62405	Material-pipe,pumps,meters	11,116	11,000	11,550
		Generator Maint and Repairs			8,000
Total	62400	Maintenance & Repair	15,599	21,000	35,050
62500	Professional Services				
	62502	Accounting/Audit Fees		5,000	5,250
	62503	Attorney Fees	0	1,000	1,050
	62511	Engineering Fees	1,562	1,000	1,050
	62512	Lab Fees	1,409	4,000	4,200
	62513	Contract Operator	30,000	30,000	35,000
	61520	Fund Accounting Software	8,000	0	0
Total	62500	Professional Services	40,971	41,000	46,550
62600	Utilities				
	62601	Electric	7,330	6,480	7,500
	62604	Telephone	419	1,080	1,000

**FY 23-24 Water Fund
Proposed Budget**

Highland Haven Water Service				Actual FY21-22	Adopted FY 22-23 Budget	Proposed FY 23/24 Budget
		62605 Answering Service		830	1,080	0
	Total	62600 Utilities		8,579	8,640	8,500
	62700	Services & Charges				
		62705 Contract Mowing Expense		270	1,500	1,600
		62712 Tap Installation		7,985	2,000	3,000
		62713 Storage Facilities		461	475	500
		62714 Johnston East Well Water Usage		71	500	500
		62715 TCEQ		961	1,000	1,050
	Total	62700 Services & Charges		9,748	5,475	6,650
	62800	Membership Fees / Dues				
		62806 TRWA Membership		0	0	550
		62807 Awwa		0	0	400
	Total	62800 Membership Fees / Dues		0	0	950
	Total 62000 · EXPENSES-WATER SYSTEM FUND			196,540	199,864	222,850
	76000	Interfund Transfers				
		76020-1 Transfers to General Fund		30,000	62,000	62,000
		76020-6 Transfer to Water CIP		0	50,000	
	Total	Transfers OUT		30,000	112,000	62,000
	Total Expenses and Transfers OUT			226,540	311,864	284,850
	Total Revenues			333,523	255,000	285,700
	Total Revenues and Beginning Balance			716,329	438,274	397,542
	Total Expenses and Transfer Out minus Revenues			106,983	-56,864	850
		and Expenses plus Beginning		489,789	126,410	112,692
		Ending Balance		489,789	126,410	112,692
		30% Ending Balance		58,962	59,959	66,855
		50% Ending Balance		98,270	99,932	111,425

**FY 23-24 Solid Waste Fund
Proposed Budget**

Highland Haven Solid Waste Services				Actual FY 21-22	Adopted FY 22-23 Budget	Proposed FY 23/24 Budget
		Beginning Balance		33,141	48,035	28,050
9500	Solid Waste Revenue					
9600	Charges For Services					
		9310 · SW Residential Collection		116,400	117,000	125,000
Total	9600	Charges For Services		116,400	117,000	125,000
9650	Franchise Fees					
		9651 Franchise Fees		4,428		0
Total	9650	Franchise Fees		4,428	0	0
9700	Sales Tax					
		9721 Timely Filing Discount		0	0	0
		9722 Sales Tax Collected		0	0	0
Total	9700	Sales Tax		0	0	0
9800	Interest & Income From Investments					
		9801 Interest Income		41	50	50
Total	9800	Interest & Investment Income		41	50	50
Total	9500	Solid Waste Revenue		120,869	117,050	125,050
Expense						
63000	Solid Waste Expenditures					
63500	Professional Services					
		63502 Accounting / Audit Fees		114	0	0
		63513 Waste Contractor Costs		88,598	93,000	99,000
		63514 Household Haz. Waste Program		1,000	2,000	2,000
		63515 Haz. Waste Response Fund		0	2,400	2,000
		63516 Bulk Trash Pick-up		500	2,500	2,500
		63517 Document Shredding		0	750	750
		63520 Fund Accounting Software		2,000	0	0
Total	63000	Solid Waste Expenditures		92,212	100,650	106,250
63700	Taxes & Fees					
		63830 · Sales Tax Paid		0	0	0
Total No Longer used				0	0	0
Total	63000	EXPENSES - SOLID WASTE FUND		92,212	100,650	106,250
76000 · Interfund Transfers						
		76020 · Transfers Out to General Fund		15,000	15,000	15,000
		76020 76020 · Transfers Out to Water C		0	30,000	
Total Expenses and Transfers OUT				107,212	145,650	121,250
Total Revenues				120,869	117,050	125,050
Total Revenues and Beginning Balance				154,010	165,085	153,100

FY 23-24 Solid Waste Fund

Proposed Budget

Highland Haven Solid Waste Services				Actual FY 21-22	Adopted FY 22-23 Budget	Proposed FY 23/24 Budget
			Difference between Revenues and Expenses & Trans Out	13,657	-28,600	3,800
			Difference between Revenues and Expenses plus Beginning Balance	46,798	19,435	31,850
			Ending Balance	46,798	19,435	31,850
			30% Ending Balance	32,164	43,695	36,375
			50% Ending Balance	53,606	72,825	60,625

**FY 23-24 General Fund Capital Improvement
Proposed Budget**

Highland Haven General Fund Capital Improvement			Actual FY 22	Adopted FY 22-23 Budget	Proposed FY 23/24 Budget
		Beginning Balance		80,000	101,000
8000 General Fund Capital Improvement Revenue					
	8900	Interest & Income From Investments			
	8910	Interest Income			4,000
Total	8900	Interest & Investment Income			4,000
Total - General Fund Capital Improvment Revenue					4,000
Expense					
	61000	General Capital Improvement Fund Expenses			
	61900	General Capital Improvement			
	61901	Infrastructure Improvements	0		235,000
	61902	Drainage		90,000	
	61903	City Hall Improvements ADA Compliance		30,000	
	61904	Community Center Technology		0	
	xxx	Generator		0	0
Total	61000	General Capital Improvement	0	120,000	235,000
Total 63000 - EXPENSES - General Capital Improvement				120,000	235,000
76000 Interfund Transfers					
	76020	Transfers Out		0	0
Total Expenses and Transfers OUT				120,000	235,000
	76010.1	Transfers In from General Fund	0	40,000	130,000
Total	76000	Interfund Transfers IN	0	40,000	130,000
Total Revenues Transfer In and Beginning Balance			0	120,000	235,000
Difference between Revenues and Expenses				0	0
Difference between Revenues and Expenses plus Beginning Balance				0	0
Ending Balance				0	0
30% Ending Balance				0	0
50% Ending Balance				0	0

**FY 23-24 Child Safety Fund
Proposed Budget**

Highland Haven Child Safety Fund			Actual FY 21-22	Adopted FY 22-23 Budget	Proposed FY 23-24 Budget
		Beginning Balance	0	4,575	5,275
8600	Child Safety Fund				
8600	Burnet Child Safety				
	8610	Burnet Child Safety	0	700	700
Total	8600	Burnet Child Safety	0	700	700
Total	8600	Child Safety Fund Revenues	0	700	700
Expense					
61000	Child Safety Fund Expenses				
61900	Child Safety				
		Traffice Safety Camera		5,275	5,975
	61901	Burnet Child Safety	0		
Total	61000	Child Safety	0	5,275	5,975
Total 63000 · EXPENSES - Child Safety Fund			0	5,275	5,975
76000	Interfund Transfers				
	76020	Transfers Out To Child Safety Fund	0	0	0
Total Expenses and Transfers OUT			0	5,275	5,975
	76010.1	Transfers In from General Fund	0		
Total	76000	Interfund Transfers IN	0	0	0
Total Revenues Transfer In and Beginning Balance			0	5,275	5,975
Difference Between Revenue & Expenses			0	-4,575	-5,275
Difference Between Revenue & Expenses Plus Beg Balance			0	0	0
		Ending Balance	0	0	0
		30% Ending Balance	0	1,583	1,793
		50% Ending Balance	0	2,638	2,988

**FY 23-24 Water Fund Capital Improvement
Proposed Budget**

Highland Haven Water Fund Capital Improvement		Actual FY 21-22	Adopted FY 22-23 Budget	Proposed FY 23/24 Budget
	Beginning Balance	0	300,000	459,000
8000 Water Fund Capital Improvement Revenue				
8900	Interest & Income From Investments			
8910	Interest Income			3,000
Total	8900 Interest & Investment Income			3,000
Total - Water Fund Capital Improvement Revenue				3,000
Expense				
61000	Water Capital Improvement Fund Expenses			
61900	Water Capital Improvement			
61901	Water Infrastructure Improvement			
61902	Water Storage Tank Project - Tank #2	0	175,000	225,000
61903	Engineering Water Tank	0	8,325	
61904	Engineering Water System Design	0	16,625	53,000
61905	Water Storage Tank Project - Tank #1	0	170,000	175,000
61906	Booster Pump Modifications	0	30,000	
61907	Engineering Booster Pump Modifications	0	5,050	
	Fire Hydrants			
	Automatic Meter Reading			
61908	Well # 6 Buildout	0	75,000	
Total	61000 Water Capital Improvement	0	480,000	453,000
Total 63000 - EXPENSES - General Capital Improvement		0	480,000	453,000
76000 Interfund Transfers				
76020	Transfers Out	0	0	0
Total Expenses and Transfers OUT		0	480,000	453,000
76010.2	Transfers In from General Fund	0	100,000	
76010.2	Transfers In from Solid Waste	0	30,000	
76010.2	Transfers In from Water Fund	0	50,000	
Total	76000 Interfund Transfers IN	0	180,000	0
Total Revenues Transfer In and Beginning Balance		0	480,000	462,000
Difference Between Revenue and Expenses		0	0	9,000
Difference Between Revenue and Expenses Plus Beg Balance		0	380,000	462,000
Ending Balance		0	0	9,000
30% Ending Balance		0	0	2,700
50% Ending Balance		0	0	4,500