

City of Highland Haven
Adopted FY 23-24 Budget
August 1, 2023

“This budget will raise more total property taxes than last year’s budget by \$44,126 or 17.68 %, and of that amount, \$ 4,761 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
Adopted Budget**

Highland Haven General Fund Operating				Adopted FY 23/24 Budget
			Beginning Balance	357,497
			8000 General Fund Revenue	
	8100	Taxes		
		8110	Property Taxes Collected	293,661
		8140	Sales Tax	28,350
	Total	8100	Taxes	322,011
	8200	Franchise Fees		
		8210	Cable TV	7,250
		8220	Electrical	20,000
		8230	Telephone	250
		8240	Solid Waste	5,150
	Total	8200	Franchise Fees	32,650
	8300	Building Permits / Inspections		
		8310	Building Permit Fees	29,000
		8330	Inspection Fees	10,000
		8340	Clean up Deposit Forfeitures	0
	Total	8300	Building Permits/ Inspections	39,000
	8400	Other Income		
		8410	ROW -License Agreement	500
	Total	8400	Other Income	500
	8500	Charges for Services		
		8510	Lot Mowing Program Fees	2,000
		8520	Copy, FAX & Phone Usage	25
		8530	Newsletter Copy Fee	250
		8540	Newsletter Postage Fee	350
		8550	Replat & Variances	1,050
	Total	8500	Charges for Services	3,675
	8600	Public Safety		
		8610	Burnet Child Safety	
		8320	OPIOD Abatement	
	Total	8600	Public Safety	0
	8800	Donations & Contributions		
		8801	Donations	0
		8805	Sale of Assets	
	Total	8600	Donations & Contributions	0
	8900	Interest & Income From Investments		
		8910	Interest Income	4,000
	Total	8900	Interest & Investment Income	4,000
			Total 8100 - General Fund Revenue	401,836
			General Fund Expense	
			60000 - EXPENSES - GENERAL FUND	
	61100	Personnel Services		
		61101	Mayor Salary	0
		61102	Secretary Salary	52,754
		61103	Accounting / Utility Coordinator	50,472
		61104	Building Permit Officer	15,120
		61105	Temporary Employees	2,861

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

Highland Haven General Fund Operating				Adopted FY 23/24 Budget
		61106	Administrative Services	85,000
		61110	FICA Matching	15,775
		61111	Texas Workforce Commission	100
		61112	Direct Deposit Fees	100
		61113	Health Insurance	12,000
	Total	61100	Personnel Services	234,183
	61200	Administrative & Office		
		61201	Office Supplies	2,650
		61202	Equipment Replacement	6,300
		61203	Newsletter Copy Charge	400
		61204	Newsletter Postage	650
		61205	Printing Binding Reproduction	1,050
		61206	Software	8,000
		61207	Postage	850
		61208	Public Notice Publication	2,100
		61209	Variances & Re-plats	1,000
		61210	Travel Reimbursement	550
		61211	Schools & Training	6,500
		61212	Recognition & Awards	250
		61213	Food & Beverage	250
		61214	Bank Fees	150
	Total	61200	Administrative & Office	30,700
	61300	Street Maintenance & Repair		
		61301	Contract Repair	5,250
		61302	Street Material & Supplies	6,300
	Total	61300	Street Maintenance & Repair	11,550
	61400	Maintenance & Repair		
		61401	Equipment Repair & Maintenance	525
		61402	Buildings / Infrastructure	6,825
	Total	61400	Maintenance & Repair	7,350
	61500	Professional Services		
		61501	Judge Expense	1,200
		61502	Accounting / Audit Fees	6,400
		61503	Attorney Fees	5,250
		61504	Ordinance Codification	4,200
		61505	Burnet County Tax Appraisal Fee	4,000
		61506	Information Technology Support	4,400
		61507	Lobbying Expense	0
		61508	Burnet County Election Fee	4,750
		61509	Consultants	2,100
		61510	Web Site Hosting	1,050
		61511	Recruitment	1,050
		61520	Fund Accounting Software	9,000
	Total	61500	Professional Services	43,400
	61600	Utilities		
		61601	Electric	1,050
		61602	Fax	0
		61603	Internet Service	0
		61604	Telephone	0

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

Highland Haven General Fund Operating				Adopted FY 23/24 Budget
		61605	Communications	6,300
	Total	61600	Utilities	7,350
	61700	Charges for Services		
		61701	Janitorial Service	650
		61702	Inspection Fees	5,250
		61705	Contract Mowing	1,050
		61706	Landscaping	2,100
		61708	Buoy Maintenance	8,000
		61709	Lot Mowing Program Expense	2,000
		61710	Insurance	4,800
		61711	Notary Public Cert.	375
		61712	Treasurers Bond	0
	Total	61700	Charges for Services	24,225
	61800	Membership Fees / Dues		
		61801	Capcog	50
		61803	Texas Municipal League	600
		61804	CAMPO	350
		61805	Texas Municipal Clerks Association	150
			International City Managers Assn	0
	Total	61800	Membership Fees / Dues	1,150
	61900	Public Safety		
		61901	Security Camera	1,000
		61902	Granite Shoals VFD	87,550
		61903	Marble Falls EMS	13,935
		61904	Emergency Response Supplies	500
		61905	Emergency Management Program	5,000
	Total	61900	Public Safety	107,985
	Total	61900	EXPENSES - GENERAL FUND	467,893
	76000	Interfund Transfers		
		76020-3	Transfer To Solid Waste	
		76020-5	Transfers Out To Child Safety Fund	
		76020-4	Transfers Out To CIP General	130,000
		76020-4	Transfers Out To CIP Water	
	Total	76000	Interfund Transfers OUT	130,000
	Total Expenses and Transfers OUT			597,893
		76010.2	Transfers In from HHWS Fund	62,000
		76010.3	Transfers In from Solid Waste Fund	15,000
	Total	76000	Interfund Transfers IN	77,000
	Total Revenues and Transfers In			478,836
			Difference Between Revenue, Trans In and Expenses	10,943
			Difference between Revenues, Trans In, and Expenses, Trans Out	-119,057

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

Highland Haven General Fund Operating				Adopted FY 23/24 Budget
			Difference between Revenues and Expenses plus Beginning Balance	238,440
			Total Revenues, Transfers IN and Beginning Balance	836,333
			Ending Balance	238,440
			30% Ending Balance	140,368
			50% Ending Balance	233,946

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

Highland Haven Water Service			Adopted FY 23/24 Budget
		Beginning Balance	111,842
Water System Fund Revenues			
9000	HH Water Fund Revenue		
9200	Charges For Services		
	9210	Water Sales	275,000
	9220	Tap Fees	9,000
Total	9200	Charges For Services	284,000
9230	Miscellaneous Income		
	9231	Miscellaneous Income	200
Total	9230	Miscellaneous Income	200
9250	Interest & Income From Investments		
	9251	Interest Income	1,500
Total	9250	Interest & Investment Income	1,500
9900	Grant Funding		
	9910	CLREF Funding	0
Total	9900	Grant Income	0
Total	9000	HH Water Fund Revenue	285,700
Water System Fund Expenses			
62000	HH Water Fund Expenditures		
62150	2016 Bond Expenses		
	62151	Interest Expense	8,300
	62152	Bond Principal	100,000
Total	62150	2016 Bond Expenses	108,300
62200	Administrative & Office		
	62201	Office Supplies	2,500
	62206	Software	6,500
	62207	Postage	4,000
	62208	Public Notice Publication	200
	62210	Travel Reimbursement	325
	62212	Bank Fees	200
	62213	Food & Beverage	525
Total	62200	Administrative & Office	14,250
62350	Chemicals		
	62351	Chemicals	2,600
Total	62350	Chemicals	2,600
62400	Maintenance & Repair		
	62402	Repairs & Service Work	10,500
	62403	Buildings / Infrastructure	5,000
	62405	Material-pipe,pumps,meters	11,550
		Generator Maint and Repairs	8,000
Total	62400	Maintenance & Repair	35,050
62500	Professional Services		
	62502	Accounting/Audit Fees	5,250
	62503	Attorney Fees	1,050
	62511	Engineering Fees	1,050
	62512	Lab Fees	4,200
	62513	Contract Operator	35,000
	61520	Fund Accounting Software	0
Total	62500	Professional Services	46,550
62600	Utilities		
	62601	Electric	7,500
	62604	Telephone	1,000

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

Highland Haven Water Service			Adopted FY 23/24 Budget
	62605	Answering Service	0
Total	62600	Utilities	8,500
62700	Services & Charges		
	62705	Contract Mowing Expense	1,600
	62712	Tap Installation	3,000
	62713	Storage Facilities	500
	62714	Johnston East Well Water Usage	500
	62715	TCEQ	1,050
Total	62700	Services & Charges	6,650
62800	Membership Fees / Dues		
	62806	TRWA Membership	550
	62807	Awwa	400
Total	62800	Membership Fees / Dues	950
Total 62000 · EXPENSES-WATER SYSTEM FUND			222,850
76000 · Interfund Transfers			
	76020-1	Transfers to General Fund	62,000
	76020-6	Transfer to Water CIP	
Total Transfers OUT			62,000
Total Expenses and Transfers OUT			284,850
Total Revenues			285,700
Total Revenues and Beginning Balance			397,542
Total Expenses and Transfer Out minus Revenues			850
and Expenses plus Beginning			112,692
Ending Balance			112,692
30% Ending Balance			66,855
50% Ending Balance			111,425

FY 23-24 Solid Waste Fund

Adopted Budget

Highland Haven Solid Waste Services				Adopted FY 23/24 Budget
			Beginning Balance	28,050
	9500	Solid Waste Revenue		
	9600	Charges For Services		
			9310 · SW Residential Collection	125,000
	Total	9600	Charges For Services	125,000
	9650	Franchise Fees		
			9651 Franchise Fees	0
	Total	9650	Franchise Fees	0
	9700	Sales Tax		
			9721 Timely Filing Discount	0
			9722 Sales Tax Collected	0
	Total	9700	Sales Tax	0
	9800	Interest & Income From Investments		
			9801 Interest Income	50
	Total	9800	Interest & Investment Income	50
	Total	9500	Solid Waste Revenue	125,050
	Expense			
	63000	Solid Waste Expenditures		
	63500	Professional Services		
			63502 Accounting / Audit Fees	0
			63513 Waste Contractor Costs	99,000
			63514 Household Haz. Waste Program	2,000
			63515 Haz. Waste Response Fund	2,000
			63516 Bulk Trash Pick-up	2,500
			63517 Document Shredding	750
			63520 Fund Accounting Software	0
	Total	63000	Solid Waste Expenditures	106,250
	63700	Taxes & Fees		
			63830 · Sales Tax Paid	0
	Total No Longer used			0
	Total	63000	EXPENSES - SOLID WASTE FUND	106,250
	76000	Interfund Transfers		
		76020	Transfers Out to General Fund	15,000
		76020	76020 · Transfers Out to Water CIP	
	Total Expenses and Transfers OUT			121,250
	Total Revenues			125,050
	Total Revenues and Beginning Balance			153,100

FY 23-24 Solid Waste Fund

Adopted Budget

Highland Haven Solid Waste Services				Adopted FY 23/24 Budget
			Difference between Revenues and Expenses & Trans Out	3,800
			Difference between Revenues and Expenses plus Beginning Balance	31,850
			Ending Balance	31,850
			30% Ending Balance	36,375
			50% Ending Balance	60,625

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

Highland Haven General Fund Capital Improvement			Adopted FY 23/24 Budget
		Beginning Balance	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	235,000
	61902	Drainage	
	61903	City Hall Improvements ADA Compliance	
	61904	Community Center Technology	
	xxx	Generator	0
Total	61000	General Capital Improvement	235,000
Total 63000 · EXPENSES - General Capital Improvement			235,000
76000 Interfund Transfers			
	76020	Transfers Out	0
Total Expenses and Transfers OUT			235,000
	76010	Transfers In from General Fund	130,000
Total	76000	Interfund Transfers IN	130,000
Total Revenues Transfer In and Beginning Balance			235,000
		Difference between Revenues and Ex	0
		Difference between Revenues and Expenses plus Beginning Balance	0
		Ending Balance	0
		30% Ending Balance	0
		50% Ending Balance	0

FY 23-24 Child Safety Fund

Adopted Budget

Highland Haven Child Safety Fund				Adopted FY 23-24 Budget
			Beginning Balance	5,275
	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		
			Traffice Safety Camera	5,975
		61901	Burnet Child Safety	
	Total	61000	Child Safety	5,975
	Total 63000 · EXPENSES - Child Safety Fund			5,975
	76000	Interfund Transfers		
	76020	Transfers Out To Child Safety Fund		0
	Total Expenses and Transfers OUT			5,975
	76010	Transfers In from General Fund		
	Total	76000	Interfund Transfers IN	0
	Total Revenues Transfer In and Beginning Balance			5,975
	Difference Between Revenue & Expenses			-5,275
	Difference Between Revenue & Expenses Plus Beg Balance			0
			Ending Balance	0
			30% Ending Balance	1,793
			50% Ending Balance	2,988

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

Highland Haven Water Fund Capital Improvement				Adopted FY 23/24 Budget
			Beginning Balance	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 Improvment 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	225,000
		61903	Engineering Water Tank	
		61904	Engineering Water System Design	53,000
		61905	Water Storage Tank Project - Tank #1	175,000
		61906	Booster Pump Modifications	
		61907	Engineering Booster Pump Modifications	
			Fire Hydrants	
			Automatic Meter Reading	
		61908	Well # 6 Buildout	
Total		61000	Water Capital Improvement	453,000
Total 63000 · EXPENSES - General Capital Improvement				453,000
76000 Interfund Transfers				
	76020 Transfers Out			0
Total Expenses and Transfers OUT				453,000
	76010.2	Transfers In from General Fund		
	76010.2	Transfers In from Solid Waste		
	76010.2	Transfers In from Water Fund		
Total		76000 Interfund Transfers IN		0
Total Revenues Transfer In and Beginning Balance				462,000
Difference Between Revenue and Expenses				9,000
Difference Between Revenue and Expenses Plus Beg Balance				462,000
		Ending Balance		9,000
		30% Ending Balance		2,700
		50% Ending Balance		4,500