

**CITY OF HIGHLAND HAVEN
RESOLUTION # 319**

September 25, 2018

A RESOLUTION ADOPTING THE CITY OF HIGHLAND HAVEN, TEXAS FISCAL YEAR 2018 BUDGET, BEGINNING OCTOBER 1, 2018 AND ENDING SEPTEMBER 30, 2019.

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, 2018; and

Whereas, the Board of Aldermen after public notification, did hold a public meeting on the proposed budget on September 25, 2018.

BE IT THEREFORE RESOLVED, that the Board of Aldermen of the City of Highland Haven, Texas does hereby approve and adopt the attached budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019.

Total income from all Highland Haven Operating Fund sources is projected to be **two hundred fourteen thousand, fifty two dollars and no cents (\$214,052.00)**.

Total expenditures for the Highland Haven Operating Fund are projected to be **two hundred fifty three thousand, six hundred forty dollars and no cents (\$253,640.00)**. FY19 Ending Balance is projected to be **one hundred twelve thousand seven hundred dollars and no cents (\$112,700)**.

Total income from all Highland Haven Water System Fund sources is projected to be **two hundred eight thousand, ninety two dollars and no cents (\$208,092.00)**.

Total expenditures for the Highland Haven Water System Fund is projected to be **two hundred forty nine thousand, seven hundred fifty two dollars and no cents (\$249,752.00)**. FY19 Ending Balance is projected to be **one hundred fifty seven thousand, seven hundred eighty three dollars and no cents (\$157,783.00)**.

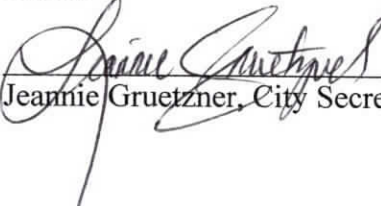
PASSED AND APPROVED on this the *25th* day of *September 2018* during a scheduled meeting by the Board of Aldermen of the City of Highland Haven, Texas.



Olan Kelley, Mayor

Seal

Attest:



Jeannie Gruetzner, City Secretary

City of Highland Haven
FY18-19 Budgets

Highland Haven Operating Budget	FY18-19 Budget
Beginning Balance	152,288
Property Tax Collection	165,682
Burnet Child Safety Fund	550
Transfer In from HHWS Fund	20,000
Cable TV	6,500
Electrical	10,000
Telephone	400
Total Franchise Fees	16,900
Building Permit Fees	6,000
City Inspection Fees	1,000
Donations	0
Lot Mowing Fees	2,500
Public Info Act Income	0
Re-Plat & Variances	100
Sales-Copies, FAX & Phone Usage	20
Newsletter Copy Fee	250
Newsletter Postage Fee	350
Total Operating Income	10,220
Grants	
FEMA Grant - Drainage	0
SECO Energy Grant	0
Total Grants	0
Interest Income	700
Municipal Court	
Court Costs	0
Fines	0
Municipal Court - Other	0
Sub-Total Muni Court	0
Total HH Income	27,820
HH Income, Transfers In and Beginning Balance	366,340

City of Highland Haven
FY18-19 Budgets

HH Employee Costs	
Mayor Salary	9,681
City Secretary Salary	34,650
Administrative Assistant	12,500
Payroll Taxes 7.65%	4,348
TX Workforce Commission	500
Total HH Employee Costs	61,679
HHWS Admin Costs	
Utility Account Specialist	8,600
HHWS Operator - Mayor	0
Payroll Taxes (7.65%)	658
Total HHWS Employee Costs	9,258
City Court	
Court Clerk (City Secretary)	1,050
Judge Expenses	1,200
Payroll Taxes (7.65%)	172
State Fees	100
Supplies	100
Municipal Court - Other	0
Total City Court	2,622
Lot Mowing Program	4,000
Elections	
Burnet Cnty Election Fee	75
Judges Fees	0
Publication Notices	0
Total Elections	75
FEMA Drain Project	
FEMA Labor	0
FEMA Material	0
Total FEMA Drain Project	0
Flood Control	
Labor	12,000
Material	0
TCRFC	0
Flood Control Other	0
Total Flood Control	12,000
Insurance - TML	1,500
Memberships	
Capcog	50

City of Highland Haven
FY18-19 Budgets

Cen Tex Water Coalition	0
TCRFC -Floodplain Coalition	250
Texas Municipal League	600
Total Memberships	900
Legal & Professional	
Treasurers Bond	210
Notary Public Cert.	141
Accountants Fees	6,000
Burnet Tax Appraisal Fee	2,750
Prop Tax Collection Fee	0
Attorneys Fees	
Bridge Lawsuit	0
Fountain Lawsuit	0
Lot 15 Permit Lawsuit	0
Attorneys Fees - Other	6,000
Ordinance Codification	12,000
Total Attorneys Fees	18,000
Total Legal & Professional	27,101
Miscellaneous	
	5,000
Occupancy Costs	
City Hall Maint & Repair	8,000
Janitor Service	200
Total Occupancy Costs	8,200
Office & Admin Costs	
Bank Service Charges	0
Donations	0
Equip Repair & Maint	1,000
Equip Replacement	3,000
Misc. Office Supplies	2,000
Paper & Toner	0
Postage	300
Public Notice Publication	500
Schools & Training	2,000
Software	1,000
Travel Reimbursement	500
Re-Plat & Variances	100
Website Expense	1,200
Total Office & Admin	11,600

City of Highland Haven
FY18-19 Budgets

Newsletter	
Copy Charge	300
Newsletter Postage	500
Total Newsletter	800
Parks & Grounds	
Buoy Maintenance	1,000
Contract Mowing	1,000
Donation Fund Expenses	0
Landscaping	1,240
Total Parks & Grounds	3,240
Public Safety	
Animal Control	0
Granite Shoals FD	77,500
Hazardous Waste	500
Marble Falls EMS	11,565
Security Camera	2,000
Total Public Safety	91,565
SECO Energy Grant Costs	0
Street Maint & Repair	
Contract Repair	5,000
Street Maint Materials	6,000
Total Street Maint & Repair	11,000
Utilities	
Electric	1,000
Fax	100
Internet Service	0
Telephone	2,000
Total Utilities	3,100
Total HH Operating Expenses	253,640
Ending Balance	112,700

City of Highland Haven
FY18-19 Budgets

Highland Haven Water Service Budget	FY18-19 Budget
Beginning Balance	199,443
Tap Fees	5,000
HHWS Interest Income	400
HHWS - Misc Income	0
Water Sales	202,692
Total HHWS Income	208,092
HHWS Income and Beginning Balance	407,535
Operating Expenses	
AFDUC	0
Storage Facilities	350
Chemicals	1,500
Contract Operator	24,000
Repairs & Service Work	5,000
Tap Installation	2,000
Equipment Rental	0
Insurance	2,000
Johnston East Water Well Use	100
Lab Fees	1,500
Accounting Fees	1,000
Attorney Fees	1,000
TCEQ	1,000
Lot Mowing Fees	500
Material-pipe,pumps,meters	14,000
Capital Improvements	50,000
Operating Expenses	103,950
Bond	
2009 Bond Payment	
2009 Bond Fees	
2016 Bond Payment	109,602
2016 Bond Fees	
Total Bond	109,602

City of Highland Haven
FY18-19 Budgets

Office & Admin Expenses	
Bank Service Charges	100
Misc. Office Supplies	500
Paper & Toner	0
Postage	2,000
RVS Software/Supplies	5,000
Travel Reimbursement	300
Public Notice Publication	100
Office & Admin - Other	0
Total Office & Admin Expenses	8,000
Utilities	
Answering Service	1,000
Telephone Service	1,200
Electric	6,000
Total Utilities	8,200
Water System Purchase	
Total HHWS Expense	229,752
Transfer to HH Budget for Admin Support	20,000
Total Expenses and Transfer	249,752
Ending Balance	157,783

City of Highland Haven
Administrative Fees

Service	Fee	Notes
Replat Fee	150.00	
Replat Fee (after project started)	300.00	Requires BOA Approval
Variance Fee	150.00	
Variance Fee (after project started)	300.00	Requires BOA Approval
Copies (letter/legal size)	0.10	double sided print is .20
Copies (11"x17")	0.50	double sided print is \$1.00
FAX (2 pages)	1.00	cover and 1 page
FAX (additional pages)	0.10	
<p>Fees for reproduction or items associated with open records charges will be based upon the most current schedule of fees of the Texas Attorney General's Office fee schedule found in the Texas Administrative Code, Title 1, Part 3, Chapter 70.</p>		

City of Highland Haven
Lot Mowing Fees

Service	Fee	Notes
Regular Lot Mowing Fee/Lot	\$130	
Lot Mowing Program Fee/Lot	\$60	
Administrative Fee/Lot	\$10	
Late Payment Fee/Lot/Month	\$15	