

**Proposed FY20-21 Budget
Submittal to the City Secretary**

August 7, 2020

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"This budget will raise more total property taxes than last year's budget by \$18,138 or 10%, and of that amount, \$3,740 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-A Highland Drive Highland Haven, Texas 78654-8278 and on the City's website. Please contact the Mayor at 830-265-4366 with questions.

**Proposed FY20-21 General Fund
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Highland Haven Operating Budget				FY17-18 Actual	FY18-19 Actual	FY19-20 Budget	FY19-20 Estimate	Proposed FY20-21 Budget
			Beginning Balance	198,759	234,700	271,460	271,460	164,515
General Fund Revenue								
	8110 · Property Taxes Collected			152,462	166,314	182,581	182,581	199,873
	8120 · Building Permits							
		Building Permit Fees		8,300	5,750	6,000	10,000	10,000
	8120.1	Clean up Depost Fees					5,000	5,000
		Building Code Inspection Fees					0	0
	8130 · City	City Inspection Fees		850	730	1,000	5,000	5,000
		Building Permits Total		9,150	6,480	7,000	20,000	20,000
	8121 · Newsletter Income							
		8122 · Newsletter Copy Fee		260	0	250	250	250
		8123 · Newsletter Postage Fee		414	50	350	350	350
	Total 8121 · Newsletter Income			674	50	600	600	600
	8125 · Public Information Act Income			7	3	0	0	0
	8140 · Municipal Court							
		8141 · Court Costs		0	0	0	0	0
		8142 · Fines		0	0	0	0	0
	Total 8140 · Municipal Court			0	0	0	0	0
	8150 · Burnet Child Safety Fund			693	730	700	700	700
	8155 · Re-Plat & Variances			100	400	200	200	200
	8160 · Copies, FAX & Phone Usage			300	32	35	20	20
	8170 · Franchise Fees							
		8175 · Cable TV		7,127	5,385	6,900	6,900	6,900
		8176 · Electrical		10,453	10,446	10,000	10,000	10,000
		8177 · Telephone		399	314	400	250	250
	Total 8170 · Franchise Fees			17,979	16,145	17,300	17,150	17,150
	8180 · Lot Mowing Program Fees			1,730	865	2,500	1,500	3,000
	8900 · Grant				5,000			
	8970 · Interest Income			1,424	1,783	900	1,000	1,000
Total 8100 · General Fund Revenue				184,519	197,802	211,816	223,751	242,543
General Fund Expense								
61000 · EXPENSES - GENERAL FUND								
61100 · Office & Adminstrative								
		61110 · Bank Service Charges		397	2	0	0	0
		61120 · Equipment Repair & Maintenance		486	293	1,000	500	500
		61125 · Equipment Replacement		6,700	1,524	3,000	3,000	3,000
		61130 · Miscellaneous Office Supplies		2,441	3,022	2,000	2,000	2,000
		61135 · Newsletter						
		61840 · Copy Charge		132	400	300	300	300
		61845 · Newsletter Postage		376	338	500	450	450
		Total 61135 · Newsletter		508	738	800	750	750

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	61765 · Website Expense	972	1,185	1,200	1,000	1,000
	xxx - Printing Binding Reproduction					1,000
	61770 · Travel Reimbursement	27	83	500	100	100
	61775 · Variances & Re-plats	0	12	100	200	200
	61790 · Schools & Training	999	975	2,500	2,000	3,000
	61795 · Software	1,037	561	1,000	1,000	1,000
	61855 · Paper / Toner	0	70	0	0	0
	61865 · Postage	542	839	300	800	800
	61880 · Public Notice Publication	367	475	500	1,500	1,500
	Total 61100 · Office & Administrative	14,475	9,779	12,900	12,850	14,850
	61400 · Street Maintenance & Repair					
	61410 · Contract Repair	0	0	5,000	5,000	5,000
	61420 · Material & Supplies	1,326	4,311	6,000	6,000	6,000
	Total 61400 · Street Maintenance & Repair	1,326	4,311	11,000	11,000	11,000
	61500 · City Court					
	61505 · Judge Expenses	1,200	1,200	1,200	1,200	1,200
	61507 · Payroll Taxes			172		
	65210 · Court Clerk Fees	0	0	1,050	0	0
	65230 · State Fees	0	0	100	0	0
	65240 · Supplies	0	0	100	0	0
	Total 61500 · City Court	1,200	1,200	2,622	1,200	1,200
	61550 · Elections					
	61560 · Burnet Co Election Fee	75	75	75	75	75
	61570 · Judges Fees	0	0	0	0	0
	61580 · Supplies	0	0	0	0	0
	Total 61550 · Elections	75	75	75	75	75
	61600 · Utilities					
	61610 · Electric	929	939	1,000	1,000	1,000
	61620 · Fax	127	92	100	100	100
	61630 · Internet Service	481	595	600	1,000	1,000
	61640 · Telephone	464	688	3,000	2,000	2,000
	Total 61600 · Utilities	2,000	2,314	4,700	4,100	4,100
	61700 · Legal & Professional					
	61710 · Accountants Fees-Audit	5,293	7,050	9,000	15,000	15,000
	61730 · Attorneys Fees	6,070	5,494	6,000	3,000	3,000
	61750 · Ordinance Codification	0	0	12,000	12,000	12,000
	67700 · Burnet County Tax Appraisal Fee	2,400	2,025	3,000	3,000	3,000
	67775 · Property Tax Collection Fees	0	675	0	0	0
	xxx-Information Technology Support				0	3,000
	xxx-Lobbying Expenses	0	0	0	0	0
	67750 · Consultants	140	2,151	5,000	5,000	2,000
	Total 61700 · Legal & Professional	13,902	17,395	35,000	38,000	38,000

**Proposed FY20-21 General Fund
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61800 · Lot Mowing Program						
	68150 · Lot Mowing Program Expense	1,410	1,772	4,000	3,000	3,000
Total 61800 · Lot Mowing Program Expense		1,410	1,772	4,000	3,000	3,000
61820 · Occupancy Costs						
	61825 · City Hall Maintenance & Repair	858	1,288	20,000	20,000	20,000
	61835 · Janitor Service	0	0	200	200	200
Total 61820 · Occupancy Costs		858	1,288	20,200	20,200	20,200
61860 · Insurance						
	61870 · Insurance	1,442	1,494	1,500	2,000	2,000
	61950 · Notary Public Cert.	0	0	141	141	141
	61955 · Treasurers Bond	0	208	210	0	300
Total 61860 · Insurance		1,442	1,702	1,851	2,141	2,441
61875 · Memberships						
	61890 · Capcog	50	0	50	50	50
	61895 · Central Texas Water Coalition	0	0	0	0	0
	61905 · Flood Plain Coalition	250	0	250	250	250
	61915 · Texas Municipal League	563	591	600	600	600
	61930 · TCRFC	0	0	0	0	0
Total 61875 · Memberships		863	591	900	900	900
xxx · Building Permits						
	8120.1 Clean up Depost Expenses				5,000	5,000
	61881 - Inspection Fees				1,500	1,500
Total Building Permits		0	0	0	6,500	6,500
61900 · Flood Control						
	61910 · Labor/Service	0	0	12,000	5,000	5,000
	61920 · Material	0	0	0	0	0
Total 61900 · Flood Control		0	0	12,000	5,000	5,000
61965 · Parks & Grounds						
	61970 · Contract Mowing	0	0	1,000	1,000	1,000
	61980 · Landscaping	13	311	1,240	1,000	1,000
	61985 · Buoy Maintenance	0	0	1,000	500	500
Total 61965 · Parks & Grounds		13	311	3,240	2,500	2,500
61999 · Miscellaneous						
66000 · Employment Costs						
	66200 · Mayor Salary	9,681	9,595	27,350	9,681	9,681
	66300 · Secretary Salary	21,642	33,683	44,079	37,000	44,750
	66320 · Admin Asst (accting/utlities)	410	3,346	24,960	20,000	29,952
	66350 · Building Permit Officer			12,480	0	12,480
	66400 · Payroll Taxes	2,353	4,330	8,328	5,101	6,455
	66410 · Texas Workforce Commission	255	221	500	200	200
	66420 - Direct Deposit Fees		63		100	100
Total 66000 · Employment Costs		34,340	51,238	117,697	72,082	103,618

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69200 · Public Safety								
	xxx- Security Camera			102	0	4,000	3,000	2,500
	69210 · Animal Control			0	0	0	0	0
	69230 · Granite Shoals VFD			75,000	77,500	80,000	80,000	82,500
	69250 · Hazardous Waste					500	0	0
	69260 · Marble Falls EMS			11,015	11,565	12,144	12,144	12,751
	69270 · Child Safety Fund					3,000	0	0
	Total 69200 · Public Safety			86,117	89,065	99,644	95,144	97,751
Total 61000 · EXPENSES - GENERAL FUND				158,021	181,041	325,829	274,692	311,135
76000 · Interfund Transfers								
	76020 · Transfers Out			0	0	0	0	0
	Total Expenses and Transfers OUT			158,021	181,041	325,829	274,692	311,135
	76010 · Transfers In from HHWS Fund			9,443	20,000	20,000	20,000	20,000
	xxx- Transfers In from Solid Waste Fund					12,875	12,875	12,000
	Total 76000 · Interfund Transfers IN			9,443	20,000	32,875	32,875	32,000
	Total Revenues and Transfers In			193,962	217,802	244,691	256,626	274,543
	Difference between Revenues and Expenses			35,941	36,761	-81,138	-18,066	-36,592
	Difference between Revenues and Expenses plus Beginning Balance			234,700	271,460	190,322	253,394	127,923
	Total Revenues, Transfers IN and Beginning Balance			392,721	452,502	516,151	528,086	439,058
	Ending Balance			234,700	271,460	101,443	164,515	163,281
	30% Ending Balance			47,406	54,312	97,749	82,408	93,341
	50% Ending Balance			79,010	90,521	162,915	137,346	155,568

**Proposed FY20-21 Water System
Budget Submittal City Secretary**

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Highland Haven Water Service Budget		FY17-18 Actual	FY18-19 Actual	FY19-20 Budget	FY19-20 Estimate	Proposed FY20-21 Budget
Beginning Balance		298,296	306,725	316,117	316,117	316,117
Water System Fund Revenues						
9200 · HHWater System Revenue						
	9210 · Water Sales	206,282	205,555	208,773	220,000	227,000
	9225 · Tap Fees	5,000	1,500	4,000	4,500	4,500
	9286 · HHWS Interest Income	168	158	400	300	300
	9290 · Miscellaneous Income	1,800	3	0	200	200
	9295 · Discount/Refunds	0	0	0	0	0
Total 9200 · HHWater System Revenue		213,250	207,216	213,173	225,000	232,000
Water System Fund Expenses						
62000 · EXPENSES-WATER SYSTEM FUND						
	62100 · TCEQ	889	961	1,000	1,000	1,000
	62110 · Johnston East Well Water Usage	84	30	100	500	500
	62115 · Tap Installation	825	672	2,000	500	2,000
62125 · Bond Payments/Expenses						
	62160 · Bond Pmts	109,586	107,806	111,020	111,100	109,200
Total 62125 · Bond Payments/Expenses		109,586	107,806	111,020	111,100	109,200
	62200 · Lab Fees	3,468	6,174	1,500	4,000	4,000
	62250 · Insurance	2,100	2,165	500	0	0
	62275 · Infrastructure Improvements	29,939	0	50,000	10,000	50,000
62300 · Utilities						
	62310 · Answering Service	909	1,195	1,000	1,000	1,000
	62320 · Electric	5,396	5,087	6,000	5,000	6,000
	62340 · Telephone	0	7	1,200	500	1,000
Total 62300 · Utilities		6,305	6,289	8,200	6,500	8,000
	62390 · Lot Mowing Expense	330	1,000	500	1,500	1,500
	62400 · Chemicals	1,521	1,141	1,500	1,500	1,500
	62410 · Material-pipe,pumps,meters	3,833	9,126	10,000	10,000	10,000
	62500 · Contract Operator	24,000	24,000	30,000	30,000	30,000
62510 · Office & Administrative						
	62515 · Bank Charges	25	-11	100	200	500
	62520 · Office Supplies	596	286	500	1,000	1,000
	62540 · Postage	2,003	1,794	2,000	3,000	3,000
	62550 · Public Notice Publication	0	48	100	200	200
	62560 · RVS Software	1,713	1,037	5,000	3,000	3,000
	62570 · Travel Reimbursement	16	300	300	300	300
Total 62510 · Office & Administrative		4,352	3,454	8,000	7,700	8,000

**Proposed FY20-21 Water System
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62700 · Legal & Professional						
62710 · Accounting Fees	1,000	500	1,000	0	0	
62720 · Attorneys Fees	3,895	1,846	1,000	7,500	1,000	
62730 · Engineering Fees	0	8,729	0	5,000	1,000	
Total 62700 · Legal & Professional	4,895	11,075	2,000	12,500	2,000	
62715 · Repairs & Service Work	6,585	10,780	10,000	10,000	10,000	
62900 · Storage Facilities	300	325	350	350	350	
xxx- Equipment Rental	165	0	0	0	0	
Total 62000 · EXPENSES-WATER SYSTEM FUND	195,379	177,824	236,670	201,650	232,550	
76000 · Interfund Transfers						
76020 · Transfers Out to General Fund	9,443	20,000	20,000	20,000	20,000	
Total Transfers OUT	9,443	20,000	20,000	20,000	20,000	
Total Expenses and Transfers OUT	204,822	197,824	256,670	221,650	252,550	
Total Revenues	213,250	207,216	213,173	225,000	232,000	
Total Revenues and Beginning Balance	511,546	513,941	529,290	541,117	548,117	
Difference between Revenues and Expenses	8,429	9,392	-43,497	3,350	-20,550	
Difference between Revenues and Expenses plus Beginning Balance	306,725	316,117	272,620	319,467	295,567	
Ending Balance	306,725	316,117	272,620	319,467	295,567	
30% Ending Balance	61,446	59,347	77,001	66,495	75,765	
50% Ending Balance	102,411	98,912	128,335	110,825	126,275	

**Proposed FY20-21 Solid Waste
Budget Submittal to City Secretary**

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Highland Haven Solid Waste Services Budget		FY 19-20 Budget	FY 19-20 Estimate	FY 20-21 Proposed
	Beginning Balance	5,905	10,492	19,502
9300 · Solid Waste Revenue				
	9310 · SW Residential Collection	94,152	96,000	100,500
	9315 · Waste Services Franchise Fee	3,705	3,820	4,000
	9320 · Sales Tax Collected			
	9321 · Timely Filing Discount		10	0
	9322 · Sales Tax Collected	0	6,000	6,375
	Total 9320 · Sales Tax Collected	0	6,010	6,375
	9380 · SW Interest Income		50	100
Total 9300 · Solid Waste Revenue		97,857	105,880	110,975
Expense				
63000 · EXPENSES - SOLID WASTE FUND				
	63700 · Residential Basic Services			
	63710 · Waste Contractor Costs	74,095	76,400	79,200
	63720 · Household Haz Waste Program	500	500	500
	63730 · Haz Waste Spill Response Fund	2,400	0	2,400
	Total 63700 · Residential Basic Services	76,995	76,995	76,995
	63800 · Admin Services			
	63820 · ACH/Credit Card Banking Costs	600	0	0
	63830 · Sales Tax Paid	0	6,000	6,375
	63840 · Accounting Svcs	1,600	1,000	1,000
	63850 · Miscellaneous Expenses	1,200	0	0
	Total 63800 · Admin Services	3,400	7,000	7,375
Total 63000 · EXPENSES - SOLID WASTE FUND		80,395	83,995	84,370
76000 · Interfund Transfers				
	76020 · Transfers Out to General Fund	12,875	12,875	12,000
Total Expenses and Transfers OUT		93,270	96,870	96,370
Total Revenues		97,857	105,880	110,975
Total Revenues and Beginning Balance		103,762	116,372	130,477
	Difference between Revenues and Expenses	17,462	21,885	26,605
	Difference between Revenues and Expenses plus Beginning Balance	10,492	19,502	34,107
	Ending Balance	10,492	19,502	34,107
	30% Ending Balance	27,981	29,061	28,911
	50% Ending Balance	46,635	48,435	48,185