



CITY OF HIGHLAND HAVEN
510 Highland Drive, Suite A
Highland Haven, Texas 78654-8278
Telephone: 830-265-4366

AGENDA – BOARD OF ALDERMAN MEETING

DATE: Tuesday, September 17, 2024

TIME: 7:00 p.m.

PLACE: Highland Haven Community Center

1. Open Meeting and Establish Quorum/Roll Call– Mayor

Mayor Pro Tem Terry Nuss	☐ Present	☐ Absent
Alderperson Don Hagans	☐ Present	☐ Absent
Alderperson Bruce Robertson	☐ Present	☐ Absent
Alderperson Lynn Smith	☐ Present	☐ Absent
Alderperson Terry Smith	☐ Present	☐ Absent

2. Pledge of Allegiance

3. Recognize Visitors

4. Announcements, Proclamations or Presentations

5. Public Comment

(At this time, any person with business before the BOA not scheduled on the agenda may speak to the Board. No formal action can be taken on these items at this meeting. No discussion or deliberation can occur. Comments regarding specific agenda items should occur when the item is called.)

ACTION ITEMS

6. Consider Consent items:

The items listed are considered to be routine and non-controversial by the Board of Aldermen and will be approved by one motion, there will be no separate discussion of these items unless a Board member so requests, in which case the item will be removed from the Consent Agenda prior to a motion and vote. The item will be considered in its normal sequence of the regular agenda.

- a. Meeting Minutes for September 3, 2024
- b. August 2024 Financials
- c. August 2024 Utility Report

7. Public Hearing Regarding: Ordinance #132 Drought Contingency Plan.

8. Discussion and /or Possible Action – Adoption of Ordinance #132 Drought Contingency Plan.

9. Discussion and/or Possible Action – Resolution # 246 (Official Newspaper for Public Notices)

10. Discussion and/or Possible Action – Interlocal Agreement Between Burnet County and City of Highland Haven

DISCUSSION / INFORMATION ITEMS

11. Review Planning and Zoning Commission Recommendations to BOA

- a. Commercial Zoning Ordinance

12. Review assignments for the Planning and Zoning Commission

- a. Comprehensive Plan Review
- b. Review of current Planning and Zoning assignments
- c. The next P&Z meeting is scheduled for October 10, 2024, at 6:00 pm.

13. Legislative Updates –

14. Traffic Control –

15. Aquatic Vegetation -

16. Drainage Issues –

17. Water Storage Tank Project Report

- a. Possible change orders
 - i. Weed barrier and gravel ground cover
 - ii. Storage shed rainwater runoff gutter system

18. Review Water System –

- a. Lead and Copper Rule Revisions
 - i. Service Line Inventory
 - 1. TCEQ Lead and Copper Rule Revisions
 - a. <https://www.tceq.texas.gov/drinkingwater/chemicals/lcrr>
 - b. <https://www.tceq.texas.gov/downloads/drinking-water/lead-copper/form-20943.xlsx>
- b. Maintenance and Operations Issues
 - i. HHPOA barn rental
- c. Central Texas Groundwater Conservation District
 - i. Pumping Permit
 - ii. Drought Status – Stage 3
 - iii. 10% Mandatory Water Restrictions
 - iv. Monitoring Well

19. Review Solid Waste Services –

- a. HHW Collection Event

20. Mayor's Report

- a. CERT Training Oct 3, 2024, Burnet County Office of Emergency Mgmt. (7-week course)

21. Aldermen Comments

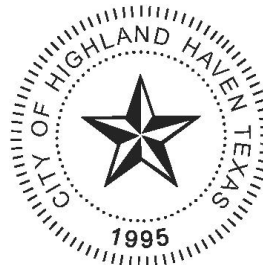
Next regular meeting – Tuesday October 1, 2024, at 7:00 p.m., Highland Haven Community Center

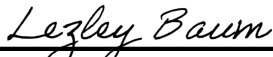
Adjournment.

Posted September 12, 2024

CERTIFICATION OF POSTING

I, LEZLEY BAUM, CERTIFY THAT THE FOREGOING AGENDA HAS BEEN POSTED AT HIGHLAND HAVEN CITY HALL, 510 HIGHLAND DRIVE, SUITE A; HIGHLAND HAVEN, TX ON THE INDOOR AND OUTDOOR NOTICE BOARDS OF CITY HALL WHICH ARE ACCESSIBLE TO THE PUBLIC AT ALL TIMES AND THE CITY WEBSITE AT [WWW. HIGHLANDHAVENTX.COM](http://WWW.HIGHLANDHAVENTX.COM) ON SEPTEMBER 12, 2024, BY 5:00 PM AND REMAINED SO POSTED FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.




Lezley Baum, City Secretary

THIS MEETING SHALL BE CONDUCTED PURSUANT TO THE TEXAS GOVERNMENT CODE SECTION 551.001 ET SEQ. AT ANY TIME DURING THE MEETING THE BOARD RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION ON ANY OF THE ABOVE POSTED AGENDA ITEMS IN ACCORDANCE WITH THE SECTIONS 551.071 (Advice of Counsel), 551.072 (Real Property), 551.073 (Gifts or Donations), 551.074 (Personnel), 551.076 (Security), 551.087 (Economic Development) and/or 418.183 (Homeland Security).



CITY OF HIGHLAND HAVEN
510 Highland Drive, Suite A
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MINUTES – BOARD OF ALDERMAN MEETING

DATE: Tuesday, September 3, 2024

TIME: 7:00 p.m.

PLACE: Highland Haven Community Center

1. Open Meeting and Establish Quorum/Roll Call– Mayor

Mayor Pro Tem Terry Nuss	☐ Present	☒ Absent
Alderman Don Hagans	☒ Present	☐ Absent
Alderman Bruce Robertson	☒ Present	☐ Absent
Alderman Lynn Smith	☒ Present	☐ Absent
Alderman Terry Smith	☒ Present	☐ Absent

Mayor Kelley opened the meeting at 7:00pm.

2. Pledge of Allegiance

Mayor Kelley led in the Pledge of Allegiance.

3. Recognize Visitors

Visitors present – Tom Weaver & Judy Kelley

4. Announcements, Proclamations or Presentations

5. Public Comment

(At this time, any person with business before the BOA not scheduled on the agenda may speak to the Board. No formal action can be taken on these items at this meeting. No discussion or deliberation can occur. Comments regarding specific agenda items should occur when the item is called.)

ACTION ITEMS

6. Consider Consent items:

The items listed are considered to be routine and non-controversial by the Board of Aldermen and will be approved by one motion, there will be no separate discussion of these items unless a Board member so requests, in which case the item will be removed from the Consent Agenda prior to a motion and vote. The item will be considered in its normal sequence of the regular agenda.

- a. Meeting Minutes for August 6, 2024
- b. Meeting Minutes for August 16, 2024
- c. August 2024 Sales Tax
- d. July 2024 Financials

**7. Motion to approve consent agenda made by Bruce Robertson seconded by Terry Smith.
Vote 4-0**

8. Discussion and /or Possible Action – TML Intergovernmental Risk Pool Board of Trustees Election.

Terry Smith made a motion to vote for the following individuals for the TML Intergovernmental Risk Pool Board of Trustees

- **Place 11 Randy Criswell**
- **Place 12 Cedric Davis, Sr.**
- **Place 13 Harlan Jefferson**
- **Place 14 Mike Land**

Motion was seconded by Lynn Smith.

[HOME](#)

Vote 4-0

9. Discussion and /or Possible Action – TML Region 10 Director Election.

Motion to vote for Jimmy Jenkins for the TML Region 10 Director made by Lynn Smith, seconded by Bruce Robertson.

Vote 4-0

DISCUSSION / INFORMATION ITEMS

10. eCode 360 Demonstration – Webinar training.
11. Discuss – Burnet County Interlocal Agreement.
12. Discuss / Review - Drought Contingency Plan.
13. Review Planning and Zoning Commission Recommendations to BOA
14. Review assignments for the Planning and Zoning Commission
 - a. Comprehensive Plan Review
 - b. Review of current Planning and Zoning assignments
 - c. The next P&Z meeting is scheduled for September 12, 2024, at 6:00 pm.
15. Legislative Updates –
16. Traffic Control –
17. Drainage Issues –
18. Water Storage Tank Project Report
 - a. Possible change orders
 - i. Weed barrier and gravel ground cover
 - ii. Storage shed rainwater runoff gutter system
19. Review Water System –
 - a. Lead and Copper Rule Revisions
 - i. Service Line Inventory
 1. TCEQ Lead and Coper Rule Revisions
 - a. <https://www.tceq.texas.gov/drinkingwater/chemicals/lcrr>
 - b. <https://www.tceq.texas.gov/downloads/drinking-water/lead-copper/form-20943.xlsx>
 - b. Maintenance and Operations Issues
 - i. HHPOA barn rental
 - c. Central Texas Groundwater Conservation District
 - i. Pumping Permit
 - ii. Drought Status – Stage 3
 - iii. 10% Mandatory Water Restrictions
 - iv. Monitoring Well
20. Review Solid Waste Services –
21. Mayor's Report
22. Aldermen Comments

Next regular meeting – Tuesday September 17, 2024, at 7:00 p.m., Highland Haven Community Center

Adjournment.

Motion to adjourn made by Bruce Robertson, seconded by Terry Smith.

Vote 4-0

Page 4 of 44
The meeting adjourned at 8:30 pm.

Olan Kelley, Mayor

Lezley Baum, City Secretary



City of Highland Haven

Financials

Fiscal Year 24

24-Aug

General Fund
Combined Balance Sheet
As of August 31, 2024

2:04 PM

09/09/2024

Accrual Basis

	General Fund	Water Fund	Solid Waste	TOTAL
ASSETS				
Current Assets				
Checking/Savings				
100 · Gen Fund - First United	158,934.02	0.00	0.00	158,934.02
106 · Gen Fund - TexPool -Investment	552,293.07	0.00	0.00	552,293.07
203 · CNB Water Operating	0.00	162,908.96	0.00	162,908.96
205 · CNB- HHWS (GO Bond Ser)	0.00	2,402.70	0.00	2,402.70
206 · TexPool - HHWS Investment	0.00	35,782.91	0.00	35,782.91
300 · CNB- HH Solid Waste	0.00	0.00	66,639.48	66,639.48
Total Checking/Savings	711,227.09	201,094.57	66,639.48	978,961.14
Accounts Receivable				
1200 · Accounts Receivable	0.00	582.64	0.00	582.64
Total Accounts Receivable	0.00	582.64	0.00	582.64
Total Current Assets	711,227.09	201,677.21	66,639.48	979,543.78
Fixed Assets				
15000 · Fixed Assets				
15100 · City Hall Building	44,338.00	0.00	0.00	44,338.00
15101 · City Hall Land	1,155.00	0.00	0.00	1,155.00
15103 · Street & Drainage Improvements	336,767.00	0.00	0.00	336,767.00
15105 · Furniture & Equipment	16,823.52	0.00	0.00	16,823.52
15200 · Highland Haven Water Sys				
15201 · HHWS - Infrastructure	0.00	992,409.00	0.00	992,409.00
15202 · HHWS - Building & Structures	0.00	45,234.00	0.00	45,234.00
15203 · Equipment	0.00	62,768.00	0.00	62,768.00
15205 · HHWS-Land	0.00	20,000.00	0.00	20,000.00
15209 · Intangible Assets	0.00	170,115.00	0.00	170,115.00
15210 · Construction in Process	0.00	49,048.00	0.00	49,048.00
Total 15200 · Highland Haven Water Sys	0.00	1,339,574.00	0.00	1,339,574.00
Total 15000 · Fixed Assets	399,083.52	1,339,574.00	0.00	1,738,657.52
16000 · Accumulated Depreciation	-337,322.93	-547,738.00	0.00	-885,060.93
16001 · Accumulated Amortization	0.00	-127,584.00	0.00	-127,584.00
Total Fixed Assets	61,760.59	664,252.00	0.00	726,012.59
TOTAL ASSETS	772,987.68	865,929.21	66,639.48	1,705,556.37
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	-466.10	0.00	0.00	-466.10
Total Accounts Payable	-466.10	0.00	0.00	-466.10
Other Current Liabilities				
21000 · Const. Deposits/Permits				
21100 · Clean-up Deposits	13,950.00	0.00	0.00	13,950.00

Total 21000 · Const. Deposits/Permits	13,950.00	0.00	0.00	13,950.00
24000 · Payroll Liabilities				
2100 · Withheld taxes payable	3,491.30	0.00	0.00	3,491.30
24100 · 941 Taxes Payable	6,444.78	0.00	0.00	6,444.78
24200 · TWC - SUI Payable	595.90	0.00	0.00	595.90
Total 24000 · Payroll Liabilities	10,531.98	0.00	0.00	10,531.98
22200 · Bonds Payable - Current	0.00	100,000.00	0.00	100,000.00
22202 · Unearned Revenue	0.00	60,938.00	0.00	60,938.00
22000 · Sales Tax Payable	0.00	0.00	2.19	2.19
Total Other Current Liabilities	24,481.98	160,938.00	2.19	185,422.17
Total Current Liabilities	24,015.88	160,938.00	2.19	184,956.07
Long Term Liabilities				
26000 · Long Term Liabilities				
26200 · 2016 HHWS Bond Payable	0.00	315,000.00	0.00	315,000.00
Total 26000 · Long Term Liabilities	0.00	315,000.00	0.00	315,000.00
Total Long Term Liabilities	0.00	315,000.00	0.00	315,000.00
Total Liabilities	24,015.88	475,938.00	2.19	499,956.07
Equity				
39000 · Retained Earnings	698,066.95	641,830.31	61,718.13	1,401,615.39
Net Income	50,904.85	-251,839.10	4,919.16	-196,015.09
Total Equity	748,971.80	389,991.21	66,637.29	1,205,600.30
TOTAL LIABILITIES & EQUITY	772,987.68	865,929.21	66,639.48	1,705,556.37

General Fund
Profit & Loss Budget Performance
 October 2023 through August 2024

2:10 PM
 09/09/2024
 Accrual Basis

	Oct '23 - Aug 24	YTD Budget	Annual Budget
Ordinary Income/Expense			
Income			
8000 · General Fund Revenue			
8100 · Taxes			
8110 · Property Taxes Collected	300,673.99	283,661.00	293,661.00
8120 · Sales and Use Tax	34,108.92	25,987.00	28,350.00
8100 · Taxes - Other	0.00	0.00	0.00
Total 8100 · Taxes	334,782.91	309,648.00	322,011.00
8200 · Franchise Fees			
8240 · Solid Waste	0.00	0.00	0.00
8210 · Cable TV	5,065.14	7,250.00	7,250.00
8220 · Electrical	24,901.52	20,000.00	20,000.00
8230 · Telephone	207.18	250.00	250.00
8200 · Franchise Fees - Other	0.00	0.00	0.00
Total 8200 · Franchise Fees	30,173.84	27,500.00	27,500.00
8300 · Building Permits / Inspections			
8310 · Building Permits	19,385.00	26,583.00	29,000.00
8330 · Inspections	14,300.00	9,167.00	10,000.00
8340 · Forfeited Compliance Depo	5,175.00		
Total 8300 · Building Permits / Inspe	38,860.00	35,750.00	39,000.00
8400 · Other Income			
8430 · NSF Check Charge	0.00	0.00	0.00
8420 · Miscellaneous Income	152.00	0.00	0.00
8410 · ROW - License Agreement	500.00	500.00	500.00
Total 8400 · Other Income	652.00	500.00	500.00
8500 · Charges for Services			
8510 · Lot Mowing Program Fees	0.00	2,000.00	2,000.00
8520 · Copies, FAX & Phone Usag	21.00	23.00	25.00
8530 · Newsletter Copy Fee	230.86	250.00	250.00
8540 · Newsletter Postage Fee	372.00	350.00	350.00
8550 · Re-Plat & Variances	3,200.00	962.00	1,050.00
Total 8500 · Charges for Services	3,823.86	3,585.00	3,675.00
8600 · Public Safety			
8610 · Child Safety Fund	801.96	700.00	700.00
8620 · OPIOD Abatement Fund	19.51	100.00	100.00
Total 8600 · Public Safety	821.47	800.00	800.00
8800 · Donations & Contributions			
8805 · Sale of Assets	0.00	0.00	0.00
Total 8800 · Donations & Contributic	0.00	0.00	0.00
8900 · Investment Income			
8910 · Interest Income	28,240.21	17,500.00	19,000.00

8900 · Investment Income - Other	0.00	0.00	0.00
Total 8900 · Investment Income	28,240.21	17,500.00	19,000.00
8000 · General Fund Revenue - Other	0.00	0.00	0.00
Total 8000 · General Fund Revenue	437,354.29	395,283.00	412,486.00
Total Income	437,354.29	395,283.00	412,486.00
Gross Profit	437,354.29	395,283.00	412,486.00
Expense			
60000 · EXPENSES - GENERAL FUND			
61100 · Personnel Services			
61108 · Stipend	5,700.00	3,200.00	4,000.00
61101 · Administrative Services	46,000.05	47,917.00	55,000.00
61102 · Secretary Salary	51,348.00	51,582.00	56,272.00
61103 · Accounting / Utility Coord	29,074.23	49,352.00	53,837.00
61104 · Building Permit Officer	13,860.00	13,860.00	15,120.00
61105 · Temporary Employee	3,910.00	2,624.00	2,862.00
61106 · City Administrator	0.00	0.00	0.00
61110 · Payroll Taxes / FICA	11,466.78	13,117.00	14,312.00
61111 · Texas Workforce Commis	693.79	692.00	700.00
61112 · Direct Deposit Fees	200.93	92.00	100.00
61113 · Employee Health Insuranc	0.00	0.00	0.00
61114 · Texas Municipal Retiremen	11,360.09	15,600.00	17,000.00
Total 61100 · Personnel Services	173,613.87	198,036.00	219,203.00
61200 · Administrative & Office			
61215 · Misc. Expense	200.00		
61201 · Miscellaneous Office Supl	1,688.81	2,429.00	2,650.00
61202 · Equipment replacement	11,006.67	12,775.00	13,300.00
61203 · Newsletter Copy Charge	376.49	367.00	400.00
61204 · Newsletter Postage	470.00	596.00	650.00
61205 · Printing, Binding, Reprod	1,001.71	963.00	1,050.00
61206 · Software	2,508.13	12,333.00	13,000.00
61207 · Postage	409.33	779.00	850.00
61208 · Public Notice Publication	312.00	1,925.00	2,100.00
61209 · Variances & Re-plats	832.00	917.00	1,000.00
61210 · Travel Reimbursement	0.00	504.00	550.00
61211 · Schools & Training	3,250.00	5,958.00	6,500.00
61212 · Recognition & Awards	65.98	229.00	250.00
61213 · Food & Beverage	0.00	229.00	250.00
61214 · Bank Fees	0.00	138.00	150.00
Total 61200 · Administrative & Office	22,121.12	40,142.00	42,700.00
61300 · Street Maintenance & Repair			
61301 · Contract Repair	0.00	4,813.00	5,250.00
61302 · Material & Supplies	3,416.27	5,775.00	6,300.00
Total 61300 · Street Maintenance & I	3,416.27	10,588.00	11,550.00
61400 · Maintenance & Repair			
61401 · Equipment Repair & Maint	339.00	481.00	525.00
61402 · Buildings / Infrastructure	2,201.65	6,256.00	6,825.00

Total 61400 · Maintenance & Repair	2,540.65	6,737.00	7,350.00
61500 · Professional Services			
61501 · Judge Expenses	1,200.00	1,100.00	1,200.00
61502 · Accountants Fees-Audit	9,660.00	9,367.00	10,400.00
61503 · Attorneys Fees	2,939.50	4,813.00	5,250.00
61504 · Ordinance Codification	4,615.00	3,850.00	4,200.00
61505 · Burnet County Tax Apprai	3,436.62	3,667.00	4,000.00
61506 · I / T Support	3,492.00	4,033.00	4,400.00
61507 · Lobbying Expense	0.00	0.00	0.00
61508 · Burnet Co Election Fee	75.00	4,354.00	4,750.00
61509 · Consultant Fees	0.00	1,925.00	2,100.00
61510 · Website Hosting	4,015.00	1,363.00	1,450.00
61511 · Recruitment	453.82	963.00	1,050.00
61520 · Fund Accounting Softwar	0.00	0.00	0.00
Total 61500 · Professional Services	29,886.94	35,435.00	38,800.00
61600 · Utilities			
61601 · Electric	1,014.73	963.00	1,050.00
61602 · Fax	0.00	0.00	0.00
61603 · Internet Service	0.00	0.00	0.00
61604 · Telephone	0.00	0.00	0.00
61605 · Communications	5,641.24	5,775.00	6,300.00
Total 61600 · Utilities	6,655.97	6,738.00	7,350.00
61700 · Services & Charges			
61701 · Janitorial Service	116.32	596.00	650.00
61702 · Inspection Fees	6,970.00	4,813.00	5,250.00
61705 · Contract Mowing	0.00	963.00	1,050.00
61706 · Landscaping	300.00	1,925.00	2,100.00
61708 · Buoy Maintenance	4,485.53	7,333.00	8,000.00
61709 · Lot Mowing Program Expt	0.00	1,833.00	2,000.00
61710 · Insurance	4,644.22	4,800.00	4,800.00
61711 · Notary Public Cert.	350.46	375.00	375.00
61712 · Treasurers Bond	0.00	0.00	0.00
Total 61700 · Services & Charges	16,866.53	22,638.00	24,225.00
61800 · Membership Fees / Dues			
61804 · CAMPO	350.00	350.00	350.00
61801 · Capcog	50.00	50.00	50.00
61802 · Flood Plain Coalition	0.00	0.00	0.00
61803 · Texas Municipal League	651.00	600.00	600.00
61805 · Texas Municipal Clerks As	175.00	150.00	150.00
Total 61800 · Membership Fees / Du	1,226.00	1,150.00	1,150.00
61900 · Public Safety			
61901 · Security Camera	1,664.99	917.00	1,000.00
61902 · Granite Shoals VFD	87,550.00	87,550.00	87,550.00
61903 · Marble Falls EMS	12,772.10	12,774.00	13,935.00
61904 · Emergency Response Sup	0.00	458.00	500.00
61905 · Emergency Management f	0.00	4,584.00	5,000.00

Total 61900 · Public Safety	101,987.09	106,283.00	107,985.00
62900 · Capital Improvement			
62901 · Community Center Techn	5,135.00	5,135.00	5,135.00
Total 62900 · Capital Improvement	5,135.00	5,135.00	5,135.00
Total 60000 · EXPENSES - GENERAL I	363,449.44	432,882.00	465,448.00
66000 · Payroll Expenses	0.00		
Total Expense	363,449.44	432,882.00	465,448.00
Net Ordinary Income	73,904.85	-37,599.00	-52,962.00
Other Income/Expense			
Other Income			
76000 · Interfund Transfers			
76010 · Transfers In			
76010.2 · Transfer In - HHWS Fund	62,000.00	62,000.00	62,000.00
76010.3 · Transfer In - HHSW Fund	15,000.00	15,000.00	15,000.00
Total 76010 · Transfers In	77,000.00	77,000.00	77,000.00
Total 76000 · Interfund Transfers	77,000.00	77,000.00	77,000.00
Total Other Income	77,000.00	77,000.00	77,000.00
Other Expense			
76001 · Interfund Transfers.			
76020.4 · Transfer Out - General Fund	0.00	0.00	0.00
76020.6 · Transfer Out to Water	100,000.00	100,000.00	100,000.00
Total 76001 · Interfund Transfers.	100,000.00	100,000.00	100,000.00
Total Other Expense	100,000.00	100,000.00	100,000.00
Net Other Income	-23,000.00	-23,000.00	-23,000.00
Net Income	50,904.85	-60,599.00	-75,962.00

Water Fund
Profit & Loss Budget Performance
 October 2023 through August 2024

2:39 PM
 09/09/2024
 Accrual Basis

	Oct '23 - Aug 24	YTD Budget	Annual Budget
Ordinary Income/Expense			
Income			
9000 · HHWater System Revenue			
9200 · Charges for Services			
9210 · Water Sales	229,129.27	252,083.00	275,000.00
9220 · Tap Fees	4,500.00	8,250.00	9,000.00
9225 · Contractor Repair Charges	237.64		
Total 9200 · Charges for Services	233,866.91	260,333.00	284,000.00
9230 · HHWS Miscellaneous Income			
9231 · Miscellaneous Income	390.00	183.00	200.00
Total 9230 · HHWS Miscellaneous Income	390.00	183.00	200.00
9250 · Investment Income			
9251 · Interest Income	13,606.35	10,750.00	11,500.00
Total 9250 · Investment Income	13,606.35	10,750.00	11,500.00
9900 · Grant Funding			
9910 · CLREF Funding	0.00	0.00	0.00
Total 9900 · Grant Funding	0.00	0.00	0.00
Total 9000 · HHWater System Revenue	247,863.26	271,266.00	295,700.00
Total Income	247,863.26	271,266.00	295,700.00
Expense			
62000 · EXPENSES-WATER SYSTEM FUND			
62150 · 2016 Bond Series Expenses			
62151 · 2016 Series Bond Interest	8,252.97	8,300.00	8,300.00
62152 · 2016 Bond Series Principal	100,000.00	100,000.00	100,000.00
Total 62150 · 2016 Bond Series Expenses	108,252.97	108,300.00	108,300.00
62200 · Administrative / Office			
62211 · Schools & Training	319.00	900.00	1,000.00
62201 · Office Supplies	445.90	2,292.00	2,500.00
62206 · Software	2,131.49	5,959.00	6,500.00
62207 · Postage	3,679.13	3,667.00	4,000.00
62208 · Public Notice Publication	0.00	183.00	200.00
62210 · Travel Reimbursement	0.00	298.00	325.00
62212 · Bank Fees	5.00	183.00	200.00
62213 · Food & Beverage	0.00	481.00	525.00
Total 62200 · Administrative / Office	6,580.52	13,963.00	15,250.00
62350 · Chemicals			
62351 · Misc. Chemicals	2,619.89	3,383.00	3,600.00
Total 62350 · Chemicals	2,619.89	3,383.00	3,600.00
62400 · Maintenance & Repairs			
62402 · Repairs & Service Work	10,057.50	9,625.00	10,500.00
62403 · Buildings / Infrastructure	3,774.01	4,583.00	5,000.00

62405 · Material-pipe,pumps,meters	11,557.30	14,188.00	15,550.00
62407 · Generator Maint and Repairs	1,770.72	7,333.00	8,000.00
Total 62400 · Maintenance & Repairs	27,159.53	35,729.00	39,050.00
62500 · Professional Services			
62502 · Accounting/Audit Fees	4,860.00	4,813.00	5,250.00
62503 · Attorneys Fees	725.00	963.00	1,050.00
62511 · Engineering Fees	0.00	963.00	1,050.00
62512 · Lab Fees	1,875.00	3,850.00	4,200.00
62513 · Contract Operator	27,500.00	32,087.00	35,000.00
62520 · Fund Accounting Software	0.00	0.00	0.00
Total 62500 · Professional Services	34,960.00	42,676.00	46,550.00
62600 · Utilities			
62601 · Electric	5,078.20	6,875.00	7,500.00
62604 · Telephone	419.40	917.00	1,000.00
62605 · Answering Service	111.91	0.00	0.00
Total 62600 · Utilities	5,609.51	7,792.00	8,500.00
62700 · Services & Charges			
62705 · Contract Mowing Expense	150.00	1,467.00	1,600.00
62712 · Tap Installation	1,100.00	2,750.00	3,000.00
62713 · Storage Facilities	515.00	4,000.00	4,000.00
62714 · Johnston East Well Water Usage	60.64	500.00	500.00
62715 · TCEQ	960.40	1,050.00	1,050.00
Total 62700 · Services & Charges	2,786.04	9,767.00	10,150.00
62800 · Membership Fees/Dues			
62807 · AWWA Membership	0.00	400.00	400.00
62806 · TRWA Membership	0.00	550.00	550.00
Total 62800 · Membership Fees/Dues	0.00	950.00	950.00
62900 · Capital Projects			
62901 · Water Tank Project	349,733.90	420,000.00	420,000.00
Total 62900 · Capital Projects	349,733.90	420,000.00	420,000.00
Total 62000 · EXPENSES-WATER SYSTEM FUND	537,702.36	642,560.00	652,350.00
Total Expense	537,702.36	642,560.00	652,350.00
Net Ordinary Income	-289,839.10	-371,294.00	-356,650.00
Other Income/Expense			
Other Income			
76000 · Interfund Transfers.			
76010 · Transfers In			
76010.1 · Transfer In - General Fund	100,000.00	100,000.00	100,000.00
Total 76010 · Transfers In	100,000.00	100,000.00	100,000.00
Total 76000 · Interfund Transfers.	100,000.00	100,000.00	100,000.00
Total Other Income	100,000.00	100,000.00	100,000.00
Other Expense			
76001 · Interfund Transfers			
76020 · Transfers Out			
76020.1 · Transfer Out to General Fund	62,000.00	62,000.00	62,000.00
76020.6 · Transfer to Water CIP	0.00	0.00	0.00

Total 76020 · Transfers Out	62,000.00	62,000.00	62,000.00
Total 76001 · Interfund Transfers	62,000.00	62,000.00	62,000.00
Total Other Expense	62,000.00	62,000.00	62,000.00
Net Other Income	38,000.00	38,000.00	38,000.00
Net Income	-251,839.10	-333,294.00	-318,650.00

Solid Waste
Profit & Loss Budget Performance
 October 2023 through August 2024

2:35 PM
 09/09/2024
 Accrual Basis

	Oct '23 - Aug 24	YTD Budget	Annual Budget
Ordinary Income/Expense			
Income			
9500 · Solid Waste Revenue			
9600 · Charges For Services			
9610 · SW Residential Collection	105,798.10	114,583.00	125,000.00
Total 9600 · Charges For Services	105,798.10	114,583.00	125,000.00
9650 · Franchise Fees			
9651 · Waste Services Franchise Fee	4,517.68	4,720.00	5,150.00
Total 9650 · Franchise Fees	4,517.68	4,720.00	5,150.00
9800 · Investment Income			
9801 · Interest Income	67.19	46.00	50.00
Total 9800 · Investment Income	67.19	46.00	50.00
Total 9500 · Solid Waste Revenue	110,382.97	119,349.00	130,200.00
Total Income	110,382.97	119,349.00	130,200.00
Expense			
63000 · EXPENSES - SOLID WASTE FUND			
63500 · Professional Services			
63513 · Waste Contractor Costs	90,353.81	90,750.00	99,000.00
63514 · Household Haz Waste Program	0.00	1,833.00	2,000.00
63515 · Haz Waste Spill Response Fund	0.00	1,833.00	2,000.00
63516 · Bulk Trash Pick-UP	0.00	2,292.00	2,500.00
63517 · Document Shredding	110.00	750.00	750.00
Total 63500 · Professional Services	90,463.81	97,458.00	106,250.00
Total 63000 · EXPENSES - SOLID WASTE FUND	90,463.81	97,458.00	106,250.00
Total Expense	90,463.81	97,458.00	106,250.00
Net Ordinary Income	19,919.16	21,891.00	23,950.00
Other Income/Expense			
Other Expense			
76001 · Interfund Transfers			
76020 · Transfers Out			
76020.1 · Transfer Out to General Fund	15,000.00	15,000.00	15,000.00
76020.4 · Transfer Out to Water CIP	0.00	0.00	0.00
Total 76020 · Transfers Out	15,000.00	15,000.00	15,000.00
Total 76001 · Interfund Transfers	15,000.00	15,000.00	15,000.00
Total Other Expense	15,000.00	15,000.00	15,000.00
Net Other Income	-15,000.00	-15,000.00	-15,000.00
Net Income	4,919.16	6,891.00	8,950.00

City of Highland Haven Utility Report Calendar Year 2024

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Collections:

Total Utility System	# of CC & eCheck	Percent of Payments	CC & eCheck Amt	# of ACH	Percent of Payments	ACH AMT	# of Cash / Check	Percent of Payments	Cash/Ck Amt	# of Payments	Amount Collected
January-24	103	26%	\$ 7,792	128	32%	\$ 8,813	171	43%	\$ 19,262	402	\$ 35,866
February-24	95	27%	\$ 6,777	129	36%	\$ 9,333	132	37%	\$ 11,571	356	\$ 27,681
March-24	105	28%	\$ 8,463	130	34%	\$ 9,122	146	38%	\$ 15,833	381	\$ 33,418
April-24	105	27%	\$ 7,906	131	34%	\$ 9,627	146	38%	\$ 14,305	382	\$ 31,838
May-24	100	26%	\$ 7,582	130	34%	\$ 9,414	155	40%	\$ 16,187	385	\$ 33,183
June-24	107	28%	\$ 8,009	131	34%	\$ 9,450	147	38%	\$ 15,455	385	\$ 32,915
July-24	112	29%	\$ 8,929	129	34%	\$ 9,775	140	37%	\$ 16,908	381	\$ 35,612
August-24	106	28%	\$ 8,910	133	35%	\$ 10,896	136	36%	\$ 12,198	375	\$ 32,003
September-24		#DIV/0!			#DIV/0!		0	#DIV/0!	\$ -		
October-24		#DIV/0!			#DIV/0!		0	#DIV/0!	\$ -		
November-24		#DIV/0!			#DIV/0!		0	#DIV/0!	\$ -		
December-24		#DIV/0!			#DIV/0!		0	#DIV/0!	\$ -		
CAL YR 2024	833	27%	64,367	1,041	34%	76,429	1173	38%	\$ 121,719	3,047	262,516

Billing:

Total Utility System	# of Water Customers	# of Trash Customers	Total # Billed	# of Electronic Billing	Percent of Electronic Billing	# of Gallons Billed	Water Billed	Trash Billed	Total Billing
January-24	409	353	441	81	18%	901,000	\$ 18,645	\$ 10,597	\$ 29,242
February-24	409	351	441	82	19%	1,017,600	\$ 19,599	\$ 10,547	\$ 30,147
March-24	408	352	443	83	19%	1,032,900	\$ 19,352	\$ 10,576	\$ 29,928
April-24	410	353	442	84	19%	1,198,400	\$ 20,435	\$ 10,605	\$ 31,040
May-24	410	352	442	84	19%	967,700	\$ 19,411	\$ 10,576	\$ 29,988
June-24	410	352	443	85	19%	1,605,600	\$ 22,737	\$ 10,576	\$ 33,313
July-24	410	353	442	88	20%	2,097,400	\$ 26,062	\$ 10,629	\$ 36,691
August-24	410	354	442	90	20%	1,976,500	\$ 25,399	\$ 10,659	\$ 36,058
September-24					#DIV/0!				\$ -
October-24					#DIV/0!				\$ -
November-24					#DIV/0!				\$ -
December-24					#DIV/0!				\$ -
CAL YR 2024	3,276	2,820	3,536	677	19%	10,797,100	\$ 171,640	\$ 84,767	256,407

TCEQ Permit: 665 water taps

City of Highland Haven Utility Report Calendar Year 2024

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Highland Haven	# of Water Customers	# of Trash Customers	Total # Billed	# of Gallons Billed	Water Billed	Trash Billed	Total Billing
January-24	314	277	336	654,900	\$ 13,751	\$ 8,316	\$ 22,067
February-24	314	276	336	657,600	\$ 13,764	\$ 8,294	\$ 22,059
March-24	313	277	336	695,300	\$ 13,625	\$ 8,312	\$ 21,937
April-24	314	277	336	801,400	\$ 14,252	\$ 8,312	\$ 22,564
May-24	314	277	336	660,000	\$ 13,775	\$ 8,312	\$ 22,087
June-24	314	276	337	1,021,100	\$ 15,034	\$ 8,283	\$ 23,317
July-24	314	276	335	1,347,300	\$ 16,983	\$ 8,294	\$ 25,277
August-24	314	277	335	1,296,800	\$ 16,955	\$ 8,325	\$ 25,280
September-24							\$ -
October-24							\$ -
November-24							\$ -
December-24							\$ -
CAL YR 2024	2,511	2,213	2,687	7,134,400	\$ 118,140	\$ 66,448	\$ 184,587

Shady Acres Rte 3	# of Water Customers	# of Trash Customers	Total # Billed	# of Gallons Billed	Water Billed	Trash Billed	Total Billing
January-24	69	59	76	171,500	\$ 3,411	\$ 1,731	\$ 5,142
February-24	69	58	76	226,200	\$ 3,840	\$ 1,703	\$ 5,543
March-24	69	59	76	159,900	\$ 3,215	\$ 1,732	\$ 4,947
April-24	69	60	77	164,900	\$ 3,262	\$ 1,761	\$ 5,022
May-24	69	59	77	136,900	\$ 3,217	\$ 1,732	\$ 4,949
June-24	69	60	77	196,600	\$ 3,369	\$ 1,761	\$ 5,130
July-24	69	59	78	241,800	\$ 3,572	\$ 1,732	\$ 5,304
August-24	69	59	78	238,300	\$ 3,618	\$ 1,732	\$ 5,350
September-24							\$ -
October-24							\$ -
November-24							\$ -
December-24							\$ -
CAL YR 2024	552	473	615	1,536,100	\$ 27,504	\$ 13,883	\$ 41,387

Nobles Rte 2	# of Water Customers	# of Trash Customers	Total # Billed	# of Gallons Billed	Water Billed	Trash Billed	Total Billing
January-24	25	17	28	46,300	\$ 1,200	\$ 550	\$ 1,750
February-24	25	17	28	60,200	\$ 1,259	\$ 550	\$ 1,809
March-24	26	16	29	52,800	\$ 1,263	\$ 533	\$ 1,796
April-24	26	16	28	71,700	\$ 1,317	\$ 533	\$ 1,850
May-24	26	16	28	54,600	\$ 1,256	\$ 533	\$ 1,789
June-24	26	16	28	106,700	\$ 1,522	\$ 533	\$ 2,055
July-24	26	18	28	107,900	\$ 1,503	\$ 602	\$ 2,106
August-24	26	18	28	110,400	\$ 1,516	\$ 602	\$ 2,119
September-24							\$ -
October-24							\$ -
November-24							\$ -
December-24							\$ -
CAL YR 2024	206	134	225	610,600	\$ 10,837	\$ 4,437	\$ 15,274

Camp Champions Rte 4	# of Water Customers	# of Trash Customers	Total # Billed	# of Gallons Billed	Water Billed	Trash Billed	Total Billing
January-24	1	0	1	28,300	\$ 283	\$ -	\$ 283
February-24	1	0	1	73,600	\$ 736	\$ -	\$ 736
March-24	1	0	1	124,900	\$ 1,249	\$ -	\$ 1,249
April-24	1	0	1	160,400	\$ 1,604	\$ -	\$ 1,604
May-24	1	0	1	116,200	\$ 1,162	\$ -	\$ 1,162
June-24	1	0	1	281,200	\$ 2,812	\$ -	\$ 2,812
July-24	1	0	1	400,400	\$ 4,004	\$ -	\$ 4,004
August-24	1	0	1	331,000	\$ 3,310	\$ -	\$ 3,310
September-24						\$ -	\$ -
October-24		0				\$ -	\$ -
November-24		0				\$ -	\$ -
December-24		0				\$ -	\$ -
CAL YR 2024	8	0	8	1,516,000	\$ 15,160	\$ -	\$ 15,160

Pumping:

Total Utility System	# of Gallons Billed	Gallons Pumped	# of Gallons Loss	Percent of Water Loss	Number of Acre Feet	Percent of CTGCD Permit	CAL YR 2023	% of Change
January-24	901,000	1,070,100	169,100	15.80%	3.28	4.45%	1,430,600	-25.20%
February-24	1,017,600	1,212,000	194,400	16.04%	3.72	5.04%	1,194,700	1.45%
March-24	1,032,900	1,184,100	151,200	12.77%	3.63	4.92%	1,217,600	-2.75%
April-24	1,198,400	1,357,700	159,300	11.73%	4.17	5.65%	1,392,700	-2.51%
May-24	967,700	1,247,900	280,200	22.45%	3.83	5.19%	1,343,700	-7.13%
June-24	1,605,600	1,798,100	192,500	10.71%	5.52	7.48%	1,775,900	1.25%
July-24	2,097,400	2,329,600	232,200	9.97%	7.15	9.69%	2,487,700	-6.36%
August-24	1,976,500	2,268,000	291,500	12.85%	6.96	9.43%	2,867,900	-20.92%
September-24			-	#DIV/0!	-	0.00%	2,157,400	-100.00%
October-24			-	#DIV/0!	-	0.00%	1,640,100	-100.00%
November-24			-	#DIV/0!	-	0.00%	1,301,200	-100.00%
December-24			-	#DIV/0!	-	0.00%	1,143,600	-100.00%
CAL YR 2024	10,797,100	12,467,500	1,670,400	13.40%	38.26	51.84%	19,953,100	-37.52%

Central Texas Groundwater Conservation District Permit: 82 Acre Feet = 26,719,782 gallons./2024 10% Mandatory Reduction - 73.8 Acre Feet = 24,047,804 (One acre-foot equals 325,851 gallons.)

Per CTGWCD - May 2024 Stage 3 Drought Status mandatory 10% decrease from the total annual permitted volume.

* Water Loss is attributed to filling of 2nd Water Tank

City of Highland Haven Utility Report FY 2024

Collections:

Total Utility System	# of CC & eCheck	Percent of Payments	CC & eCheck Amt	# of ACH	Percent of Payments	ACH AMT	# of Cash / Check	Percent of Payments	Cash/Ck Amt	# of Payments	Amount Collected
October-23	101	26%	\$ 8,202	125	32%	\$ 9,223	162	42%	\$ 20,073	388	\$ 37,498
November-23	104	28%	\$ 7,955	129	35%	\$ 9,194	139	37%	\$ 12,839	372	\$ 29,988
December-23	94	26%	\$ 6,615	127	35%	\$ 9,087	137	38%	\$ 14,558	358	\$ 30,260
January-24	103	26%	\$ 7,792	128	32%	\$ 8,813	171	43%	\$ 19,262	402	\$ 35,866
February-24	95	27%	\$ 6,777	129	36%	\$ 9,333	132	37%	\$ 11,571	356	\$ 27,681
March-24	105	28%	\$ 8,463	130	34%	\$ 9,122	146	38%	\$ 15,833	381	\$ 33,418
April-24	105	27%	\$ 7,906	131	34%	\$ 9,627	146	38%	\$ 14,305	382	\$ 31,838
May-24	100	26%	\$ 7,582	130	34%	\$ 9,414	155	40%	\$ 16,187	385	\$ 33,183
June-24	107	28%	\$ 8,009	131	34%	\$ 9,450	147	38%	\$ 15,456	385	\$ 32,915
July-24	112	29%	\$ 8,929	129	34%	\$ 9,775	140	37%	\$ 16,908	381	\$ 35,612
August-24	106	28%	\$ 8,910	133	35%	\$ 10,896	269	72%	\$ 23,094	375	\$ 32,003
September-24		#DIV/0!			#DIV/0!		0	#DIV/0!	\$ -		
FY 24 YTD	1,132	27%	87,139	1,422	34%	103,934	1744	42%	\$ 180,086	4,165	360,263

Billing:

Total Utility System	# of Water Customers	# of Trash Customers	Total # Billed	# of Electronic Billing	Percent of Electronic Billing	# of Gallons Billed	Water Billed	Trash Billed	Total Billing
October-23	408	353	442	78	18%	1,449,000	\$ 20,304	\$ 10,298	\$ 30,602
November-23	408	353	440	78	18%	1,111,200	\$ 18,663	\$ 10,298	\$ 28,961
December-23	408	352	441	81	18%	983,300	\$ 17,675	\$ 10,269	\$ 27,944
January-24	409	353	441	81	18%	901,000	\$ 18,645	\$ 10,597	\$ 29,242
February-24	409	351	441	82	19%	1,017,600	\$ 19,599	\$ 10,547	\$ 30,146
March-24	408	352	443	83	19%	1,032,900	\$ 19,352	\$ 10,576	\$ 29,928
April-24	410	353	442	84	19%	1,198,400	\$ 20,435	\$ 10,605	\$ 31,040
May-24	410	352	442	84	19%	967,700	\$ 19,411	\$ 10,576	\$ 29,987
June-24	410	352	443	85	19%	1,605,600	\$ 22,737	\$ 10,576	\$ 33,313
July-24	410	353	442	88	20%	2,097,400	\$ 26,062	\$ 10,629	\$ 36,691
August-24	410	354	442	90	20%	1,976,500	\$ 25,399	\$ 10,659	\$ 36,058
September-24					#DIV/0!				\$ -
FY 24 YTD	4,500	3,878	4,859	914	19%	14,340,600	\$ 228,282	\$ 115,630	343,912

TCEQ Permit: 665 water taps

City of Highland Haven Utility Report FY 2024

Highland Haven	# of Water Customers	# of Trash Customers	Total # Billed	# of Gallons Billed	Water Billed	Trash Billed	Total Billing
October-23	314	276	336	1,008,200	\$ 14,231	\$ 8,054	\$ 22,284
November-23	314	278	336	795,400	\$ 13,431	\$ 8,110	\$ 21,541
December-23	314	277	336	752,500	\$ 13,241	\$ 8,082	\$ 21,323
January-24	314	277	336	654,900	\$ 13,751	\$ 8,316	\$ 22,067
February-24	314	276	336	657,600	\$ 13,764	\$ 8,294	\$ 22,058
March-24	313	277	336	695,300	\$ 13,625	\$ 8,312	\$ 21,937
April-24	314	277	336	801,400	\$ 14,252	\$ 8,312	\$ 22,564
May-24	314	277	336	660,000	\$ 13,775	\$ 8,312	\$ 22,087
June-24	314	276	337	1,021,100	\$ 15,034	\$ 8,283	\$ 23,317
July-24	314	276	335	1,347,300	\$ 16,983	\$ 8,294	\$ 25,277
August-24	314	277	335	1,296,800	\$ 16,955	\$ 8,325	\$ 25,280
September-24							\$ -
FY 24 YTD	3,453	3,044	3,695	9,690,500	\$ 159,042	\$ 90,693	\$ 249,735

Shady Acres Rte 3	# of Water Customers	# of Trash Customers	Total # Billed	# of Gallons Billed	Water Billed	Trash Billed	Total Billing
October-23	68	60	77	181,400	\$ 3,076	\$ 1,710	\$ 4,786
November-23	68	58	75	141,200	\$ 2,934	\$ 1,653	\$ 4,587
December-23	68	58	76	141,100	\$ 2,929	\$ 1,653	\$ 4,582
January-24	69	59	76	171,500	\$ 3,411	\$ 1,731	\$ 5,142
February-24	69	58	76	226,200	\$ 3,840	\$ 1,703	\$ 5,543
March-24	69	59	76	159,900	\$ 3,215	\$ 1,732	\$ 4,947
April-24	69	60	77	164,900	\$ 3,262	\$ 1,761	\$ 5,023
May-24	69	59	77	136,900	\$ 3,217	\$ 1,732	\$ 4,949
June-24	69	60	77	196,600	\$ 3,369	\$ 1,761	\$ 5,130
July-24	69	59	78	241,800	\$ 3,572	\$ 1,732	\$ 5,304
August-24	69	59	78	238,300	\$ 3,618	\$ 1,732	\$ 5,350
September-24							\$ -
FY 24 YTD	756	649	843	1,999,800	\$ 36,442	\$ 18,901	\$ 55,342

Nobles Rte 2	# of Water Customers	# of Trash Customers	Total # Billed	# of Gallons Billed	Water Billed	Trash Billed	Total Billing
October-23	25	17	28	66,700	\$ 1,167	\$ 534	\$ 1,701
November-23	25	17	28	50,700	\$ 1,121	\$ 534	\$ 1,655
December-23	25	17	28	46,400	\$ 1,094	\$ 534	\$ 1,628
January-24	25	17	28	46,300	\$ 1,200	\$ 550	\$ 1,750
February-24	25	17	28	60,200	\$ 1,259	\$ 550	\$ 1,809
March-24	26	16	29	52,800	\$ 1,263	\$ 533	\$ 1,796
April-24	26	16	28	71,700	\$ 1,317	\$ 533	\$ 1,850
May-24	26	16	28	54,600	\$ 1,256	\$ 533	\$ 1,789
June-24	26	16	28	106,700	\$ 1,522	\$ 533	\$ 2,055
July-24	26	18	28	107,900	\$ 1,503	\$ 602	\$ 2,105
August-24	26	18	28	110,400	\$ 1,516	\$ 602	\$ 2,118
September-24							\$ -
FY 24 YTD	281	185	309	774,400	\$ 14,218	\$ 6,039	\$ 20,257

Camp Champions Rte 4	# of Water Customers	# of Trash Customers	Total # Billed	# of Gallons Billed	Water Billed	Trash Billed	Total Billing
October-23	1	0	1	192,700	\$ 1,831	\$ -	\$ 1,831
November-23	1	0	1	123,900	\$ 1,177	\$ -	\$ 1,177
December-23	1	0	1	43,300	\$ 411	\$ -	\$ 411
January-24	1	0	1	28,300	\$ 283	\$ -	\$ 283
February-24	1	0	1	73,600	\$ 736	\$ -	\$ 736
March-24	1	0	1	124,900	\$ 1,249	\$ -	\$ 1,249
April-24	1	0	1	160,400	\$ 1,604	\$ -	\$ 1,604
May-24	1	0	1	116,200	\$ 1,162	\$ -	\$ 1,162
June-24	1	0	1	281,200	\$ 2,812	\$ -	\$ 2,812
July-24	1	0	1	400,400	\$ 4,004	\$ -	\$ 4,004
August-24	1	0	1	331,000	\$ 3,310	\$ -	\$ 3,310
September-24	1	0	1			\$ -	\$ -
FY 24 YTD	12	0	12	1,875,900	\$ 18,579	\$ -	\$ 18,579

Pumping:

Total Utility System	# of Gallons Billed	Gallons Pumped	# of Gallons Loss	Percent of Water Loss	Number of Acre Feet	Percent of CTGCD Permit	FY 22/23	% of Change
October-23	1,449,000	1,640,100	191,100	11.65%	5.03	6.82%	2,640,700	-37.89%
November-23	1,111,200	1,301,200	190,000	14.60%	3.99	5.41%	2,112,000	-38.39%
December-23	983,300	1,143,600	160,300	14.02%	3.51	4.76%	1,445,600	-20.89%
January-24	901,000	1,070,100	169,100	15.80%	3.28	4.45%	1,430,600	-25.20%
February-24	1,017,600	1,212,000	194,400	16.04%	3.72	5.04%	1,194,700	1.45%
March-24	1,032,900	1,184,100	151,200	12.77%	3.63	4.92%	1,217,600	-2.75%
April-24	1,198,400	1,357,700	159,300	11.73%	4.17	5.65%	1,392,700	-2.51%
May-24	967,700	1,247,900	280,200	22.45%	3.83	5.19%	1,343,700	-7.13%
June-24	1,605,600	1,798,100	192,500	10.71%	5.52	7.48%	1,775,900	1.25%
July-24	2,097,400	2,329,600	232,200	9.97%	7.15	9.69%	2,487,700	-6.36%
August-24	1,976,500	2,268,000	291,500	12.85%	6.96	9.43%	2,867,900	-20.92%
September-24			-	#DIV/0!	-	0.00%	2,157,400	-100.00%
FY 24 YTD	14,340,600	16,552,400	2,211,800	13.36%	50.80	68.83%	22,066,500	-24.99%

Central Texas Groundwater Conservation District Permit: 82 Acre Feet = 26,719,782 gallons./2024 10% Mandatory Reduction - 73.8 Acre Feet = 24,047,804 (One acre-foot equals 325,851 gallons.)

Per CTGWCD - May 2024 Stage 3 Drought Status mandatory 10% decrease from the total annual permitted volume.

* Water Loss is attributed to filling of 2nd Water Tank

CITY OF HIGHLAND HAVEN

ORDINANCE #132

September 17, 2024

AN ORDINANCE OF THE CITY OF HIGHLAND HAVEN, TEXAS, DROUGHT CONTINGENCY, OF THE HIGHLAND HAVEN CODE OF ORDINANCES IN ITS ENTIRETY; ADOPTING A DROUGHT CONTINGENCY PLAN; REPEALING ORDINANCES IN CONFLICT; PROVIDING SEVERABILITY; ESTABLISHING AN EFFECTIVE DATE; PROVIDING AN OPEN MEETINGS CLAUSE; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the City of Highland Haven, Texas recognizes that the amount of water available to the city and its water utility customers is limited and subject to depletion during periods of extended drought; and

WHEREAS, the City recognizes that natural limitations due to drought conditions and other acts of God cannot guarantee an uninterrupted water supply for all purposes; and

WHEREAS, the City desires to comply with Texas Administrative Code for Environmental Quality and Natural Resources and Conservation, Texas Commission on Environmental Quality and Texas Water Development Board, which require these plans for all public water supply systems; and

WHEREAS, as authorized under law, and in the best interests of the citizens of Texas, the Highland Haven Board of Aldermen deems it expedient and necessary to establish certain rules and policies for the orderly and efficient management of limited water supplies during drought and other water supply emergencies.

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

SECTION 1. Plan. That the City of Highland Haven, Drought Contingency plan attached hereto and made part hereof for all purposes, is hereby amended in its entirety and adopted as the official policy of the City of Highland Haven.

SECTION 2. Ordinances in Conflict. That all ordinances that are in conflict with the provisions of this ordinance are, and the same are hereby, repealed and all other ordinances of the City not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 3. Severability. Should any paragraph, sentence, subdivision, clause, phrase, or section of this ordinance be adjudicated or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than the part so declared to be invalid, illegal or unconstitutional.

SECTION 4. Effective Date. This ordinance shall take effect immediately after its passage, as the law in such cases provides.

SECTION 5. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meeting Act, chapter. 551, Loc. Gov't. Code.

PASSED AND APPROVED on this 17th day of September 2024.

CITY OF HIGHLAND HAVEN TEXAS

Olan Kelley, Mayor

ATTEST

Lezley Baum, City Secretary

seal

Approved as to form:



Barbara Boulware-Wells, City Attorney

Appendix:

1. Drought Contingency Plan

Appendix 1 to Ordinance #132



City of Highland Haven

Drought Contingency Plan

Name:	<u>City of Highland Haven</u>	
Address:	<u>510 Highland Drive Suite A</u>	
Telephone Number:	<u>(830) 265-4366</u>	<u>Fax: (512) 366-9721</u>
Public Water Supply System ID	<u>TX0270099</u>	
Regional Water Planning Group:	<u>K</u>	
Form Completed by:	<u>Olan Kelley</u>	
Title:	<u>Mayor</u>	
Person responsible for implementation:	<u>Mayor</u>	<u>Phone: (830) 265-4366</u>
Signature:	<u>Date:09/17/24</u>	

Section I: Declaration of Policy, Purpose, and Intent

In order to conserve the available water supply and protect the integrity of water supply facilities, with particular regard for domestic water use, sanitation, and fire protection, and to protect and preserve public health, welfare, and safety and minimize the adverse impacts of water supply shortage or other water supply emergency conditions, the City of Highland Haven hereby adopts the following regulations and restrictions on the delivery and consumption of water.

Water uses regulated or prohibited under this Drought Contingency Plan (the Plan) are considered to be non-essential and continuation of such uses during times of water shortage or other

emergency water supply condition are deemed to constitute a waste of water which subjects the offender(s) to penalties as defined in Section X of this Plan.

Section II: Public Involvement

Opportunity for the public to provide input into the preparation of the Plan was provided by the City of Highland Haven by providing opportunities for input at the regular scheduled Board of Alderman meeting on September 17, 2024.

Section III: Public Education

The City of Highland Haven will periodically provide the public with information about the Plan, including information about the conditions under which each stage of the Plan is to be initiated or terminated and the drought response measures to be implemented in each stage. This information will be provided by means of email, direct mail, and utility bill inserts.

Section IV: Coordination with Regional Water Planning Groups

The service area of the City of Highland Haven is located within the Lower Colorado Regional Water Planning Group Region K and the City of Highland Haven has provided a copy of this Plan to the Lower Colorado Regional Water Planning Group Region K. Retail public water suppliers with **less than 3,300 connections must prepare and adopt** an updated drought contingency plan and make the plan available for inspection by Texas Commission on Environmental Quality (TCEQ), but they are **not required to submit plans to TCEQ.**

Section V: Authorization

The Mayor, or his/her designee is hereby authorized and directed to implement the applicable provisions of this Plan upon determination that such implementation is necessary to protect public health, safety, and welfare. The Mayor, or his/her designee shall have the authority to initiate or terminate drought or other water supply emergency response measures as described in this Plan.

Section VI: Application

The provisions of this Plan shall apply to all persons, customers, and property utilizing water provided by the City of Highland Haven. The terms “person” and “customer” as used in the Plan include individuals, corporations, partnerships, associations, and all other legal entities.

Section VII: Definitions

For the purposes of this Plan, the following definitions shall apply:

Aesthetic water use: water use for ornamental or decorative purposes such as fountains, reflecting pools, and water gardens.

Commercial and institutional water use: water use which is integral to the operations of commercial and non-profit establishments and governmental entities such as retail establishments, hotels and motels, restaurants, and office buildings.

Conservation: those practices, techniques, and technologies that reduce the consumption of water, reduce the loss or waste of water, improve the efficiency in the use of water or increase the recycling and reuse of water so that a supply is conserved and made available for future or alternative uses.

Customer: any person, company, or organization using water supplied by the City of Highland Haven.

Domestic water use: water use for personal needs or for household or sanitary purposes such as drinking, bathing, heating, cooking, sanitation, or for cleaning a residence, business, industry, or institution.

Even number address: street addresses, box numbers, or rural postal route numbers ending in 0, 2, 4, 6, or 8 and locations without addresses.

Industrial water use: the use of water in processes designed to convert materials of lower value into forms having greater usability and value.

Landscape irrigation use: water used for the irrigation and maintenance of landscaped areas, whether publicly or privately owned, including residential and commercial lawns, gardens, golf courses, parks, and rights-of-way and medians.

Non-essential water use: water uses that are not essential nor required for the protection of public, health, safety, and welfare, including:

- (a) irrigation of landscape areas, including parks, athletic fields, and golf courses, except otherwise provided under this Plan;
- (b) use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle;
- (c) use of water to wash down any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas;
- (d) use of water to wash down buildings or structures for purposes other than immediate fire protection;
- (e) flushing gutters or permitting water to run or accumulate in any gutter or street;
- (f) use of water to fill, refill, or add to any indoor or outdoor swimming pools or Jacuzzi- type pools;
- (g) use of water in a fountain or pond for aesthetic or scenic purposes except where necessary to support aquatic life;
- (h) failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s); and
- (i) use of water from hydrants for construction purposes or any other purposes other than firefighting.

Odd numbered address: street addresses, box numbers, or rural postal route numbers ending in 1, 3, 5, 7, or 9.

Storage Tanks: tanks used to store well water from wells managed by the city. The city currently operates two storage tanks (Tank 1 and Tank 2), each rated for 100,000-gallon capacity.

Section VIII: Criteria for Initiation and Termination of Drought Response Stages

The Mayor or his/her designee shall monitor water supply and/or demand conditions on a weekly basis and shall determine when conditions warrant initiation or termination of each stage of the Plan, that is, when the specified “triggers” are reached.

The triggering criteria described below are based on known system capacity limits, as well as the drought stage mandates initiated by Central Texas Groundwater Conservation District. Including but not limited to well pumping capacity, static water level in the CTGCD Well #3286, aka Main Well or Well #1), water level in (either or both?) Water Storage Tank #1 and/or Tank #2 as applicable.

The City of Highland Haven has adopted and follows the LCRA Domestic Water Use, Outdoor Watering Schedule which will apply to all forms of water sources including city water, private water wells, lake water and water harvesting systems.

Utilization of alternative water sources and/or alternative delivery mechanisms:

Alternative water sources for City of Highland Haven are:

- CTGCD Well #3588 (aka Backup or Well #2)
- CTGCD Well #3589 (aka Johnson East or Well #5)
- CTGCD Well #3590 (aka Johnson West or Well #6).

Stage 1 Triggers -- MILD Water Shortage Conditions

Requirements for initiation

Customers shall be requested to voluntarily conserve water and adhere to the prescribed restrictions on certain water uses, defined in Section VII Definitions, when one or more of the following triggers occur.

- **When water production from the City of Highland Haven Main Well and alternative water sources is equal to 50 % of our maximum daily system production of 200,000 gallons. (Highland Haven highest daily production**

was 216,000 gallons on February 18, 2021, and 202,000 gallons on August 8, 2022.)

-
- **When the static aquifer water level in the City of Highland Haven Main Well is equal to or greater than 34 feet below the surface of the ground for three (3) consecutive days. The annual average is 28'.**
- **When the filled capacity of the City of Highland Haven Storage Tanks are equal to or less than 95 percent of the total capacity. 95% is equal to approx. 19 feet on the tank altimeter gauge. Full is 20.4 feet.**
- **When continually falling, the filled capacity of Storage Tanks does not refill above 95% overnight.**
- **When Central Texas Groundwater Conservation District (CTGCD) initiates Stage 1 Drought Status.**
- **When the cumulative YTD (beginning January 1 and ending December 31) ground water pumping report for the City of Highland Haven indicates the total gallons pumped is 60% of the allowable maximum annual water licensed by the CTGCD.**

Requirements for termination

Stage 1 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of seven (7) consecutive days (unless otherwise rescinded by the Mayor or his/her designee and when CTGWD rescinds mandated restrictions.

Stage 2 Triggers – MODERATE Water Shortage Conditions

Requirements for initiation

Customers shall be required to comply with the requirements and restrictions on certain non- essential water uses provided in Section IX of this Plan when one or more of the following triggers occur.

- **When water production is equal to 50 % of maximum daily system production of 200,000 gallons.**
-
- **When the static aquifer water level in the City of Highland Haven Main Well is equal to or greater than 35 feet below the surface of the ground for three (3) consecutive days.**
- **When the filled capacity of the City of Highland Haven Storage Tanks are equal to or less than 95 percent of the total tank capacity.**
- **When continually falling, the filled capacity of Storage Tanks does not refill above 95% overnight.**
- **When Central Texas Groundwater Conservation District (CTGCD) initiates Stage 2 Drought Status.**
- **When the cumulative YTD (beginning January 1 and ending December 31) ground water pumping report for the City of Highland Haven indicates the total gallons pumped is 70% of the allowable maximum annual water licensed by the CTGCD.**

Requirements for termination

Stage 2 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of seven (7) consecutive days (unless otherwise rescinded by the Mayor or his/her designee and when CTGWD rescinds mandated restrictions.

Stage 3 Triggers – SEVERE Water Shortage Conditions

Requirements for initiation

Customers shall be required to comply with the requirements and restrictions on certain non- essential water uses for Stage 3 of this Plan when one or more of the following triggers occur.

- **When water production is equal to 55 % of maximum daily system production, 200,000 gallons.**
- **When the static aquifer water level in the City of Highland Haven Main Well is equal to or greater than 37 feet below the surface of the ground for three (3) consecutive days.**
- **When the capacity of the City of Highland Haven Storage Tanks are equal to or less than 90 percent of the total tank capacity.**
- **When continually falling, the filled capacity of Storage Tanks does not refill above 90% overnight.**
- **When Central Texas Groundwater Conservation District (CTGCD) initiates Stage 3 Drought Status**
- **When the cumulative YTD (beginning January 1 and ending December 31) ground water pumping report for the City of Highland Haven indicates the total gallons pumped is 80% of the allowable maximum annual water licensed by the CTGCD.**

Requirements for termination

Stage 3 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of seven (7) consecutive days (unless otherwise rescinded by the Mayor or his/her designee and when CTGWD rescinds mandated restrictions.

Stage 4 Triggers – CRITICAL Water Shortage Conditions

Requirements for initiation

Customers shall be required to comply with the requirements and restrictions on certain non- essential water uses for Stage 4 of this Plan when one or more of the following triggers occur.

- **When water production is equal to 75% of maximum daily system production, 200,000 gallons.**
-
- **When the static aquifer water level in the City of Highland Haven (name of your water supplier) Main Well is equal to or greater than 38 feet below the surface of the ground for three (3) consecutive days.**
- **When the filled capacity of the City of Highland Haven (name of your water supplier) Storage Tanks are equal to or less than 75 percent of the total tank capacity.**

- **When continually falling, the filled capacity of Storage Tanks does not refill above 70% overnight (example: based on an evaluation of minimum treated water storage required to avoid system outage).**
- **When Central Texas Groundwater Conservation District (CTGCD) initiates Stage 4 Drought Status**
- **When the cumulative YTD (beginning January 1 and ending December 31) ground water pumping report for the City of Highland Haven indicates the total gallons pumped is 90% of the allowable maximum annual water licensed by the CTGCD.**

Requirements for termination

Stage 4 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of seven (7) consecutive days (unless otherwise rescinded by the Mayor or his/her designee and when CTGWD rescinds mandated restrictions.

Stage 5 Triggers – EMERGENCY Water Shortage Conditions

Requirements for initiation

Customers shall be required to comply with the requirements and restrictions for Stage 5 of this Plan when the Mayor, or his/her designee, determines that a water supply emergency exists based on:

1. Major water line breaks, or pump or system failures occur, which cause unprecedented loss of capability to provide water service; **or**
2. Natural or man-made contamination of the water supply source(s).

Requirements for termination

Stage 5 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist and required tests confirm water is safe to drink.

Stage 6 Triggers – WATER ALLOCATION

Requirements for initiation

Customers shall be required to comply with the water allocation plan prescribed in Section IX of this Plan and comply with the requirements and restrictions for Stage 5 of this Plan when one or more of the following triggers occur,

- **When water supply is at or below 180 days.**
- **When water production is equal to 100% of maximum daily system production of 200,000 gallons.**
- **When the static aquifer water level in the City of Highland Haven Main Well is equal to or greater than 50 feet below the surface of the ground for three (3) consecutive days.**
- **When the specific filled capacity of the City of Highland Haven Storage Tanks is equal to or less than 70 percent of the tank capacity.**
- **When continually falling Storage Tank do not refill above 70 percent overnight (example: based on an evaluation of minimum treated water storage required to avoid system outage).**

- **When the cumulative YTD (beginning January 1 and ending December 31) ground water pumping report for the City of Highland Haven indicates the total gallons pumped is 95% of the allowable maximum annual water licensed by the CTGCD.)**

Requirements for termination

Water allocation may be rescinded when all the applicable conditions listed as triggering events have ceased to exist for a period of seven (7)

Section IX: Drought Response Stages

The Mayor, or his/her designee, shall monitor water supply and/or demand conditions on a daily basis and, in accordance with the triggering criteria set forth in Section VIII of this Plan, shall determine that a mild, moderate, severe, critical, emergency or water shortage condition exists and shall implement the following notification procedures:

Notification

Notification of the Public:

The Mayor or his/ her designee shall notify the public by means of:

- Email
- Direct mail
- Signs posted in public places

Additional Notification:

The Mayor or his/ her designee shall notify directly, or cause to be notified directly, the following individuals and entities:

- Water customers
- Board of Alderman
- Planning and Zoning Commission
- Highland Haven Property Owners Association
- Shady Acres Property Owners Association
- Camp Champions management
- Granite Shoals Fire Department
- Burnet County Pct.1 County Commissioner
- Central Texas Groundwater Conservation District
- Texas Commission on Environmental Quality (TCEQ), when required.

Stage 1 Response – MILD Water Shortage Conditions

Target: Achieve a voluntary five (5) % reduction in the daily water usage.

Best Management Practices for Supply Management:

- The City of Highland Haven will search for leaks on system lines and discontinue flushing of water mains.

Voluntary Water Use Restrictions for Reducing Demand:

- (a) Water customers are requested to voluntarily limit the irrigation of landscaped areas to Thursdays and Sundays for customers with a street address ending in an even number (0, 2, 4, 6 or 8), and Wednesdays and Saturdays for water customers with a street address ending in an odd number (1, 3, 5, 7 or 9), and to irrigate landscapes only between the hours of midnight and 10:00 a.m. and 8:00 p.m. to midnight on designated watering days.
- (b) All operations of the City of Highland Haven shall adhere to water use

restrictions prescribed for Stage 1 of the Plan.

- (c) Water customers are requested to practice water conservation and to minimize or discontinue water use for non-essential purposes.

Stage 2 Response – MODERATE Water Shortage Conditions

Target: Achieve a ten (10) % reduction in the daily water usage.

Best Management Practices for Supply Management:

- The City of Highland Haven will search for leaks on system lines and discontinue flushing of water mains.

Water Use Restrictions for Demand Reduction:

Under threat of penalty for violation, the following water use restrictions shall apply to all persons:

- (a) Irrigation of landscaped areas with hose-end sprinklers or automatic irrigation systems shall be limited to Sundays for customers with a street address ending in an even number (0, 2, 4, 6 or 8), and Saturdays for water customers with a street address ending in an odd number (1, 3, 5, 7 or 9), and irrigation of landscaped areas is further limited to the hours of 12:00 midnight until 10:00 a.m. and between 8:00 p.m. and 12:00 midnight on designated watering days. However, irrigation of landscaped areas is permitted at any time if it is by means of a hand- held hose, a faucet filled bucket or watering can of five (5) gallons or less, or drip irrigation system.
- (b) Use of water to wash any motor vehicle, motorbike, boat, trailer, or other vehicle is prohibited except on designated watering days between the hours of 12:00 midnight and 10:00 a.m. and between 8:00 p.m. and 12:00 midnight. Such washing, when allowed, shall be done with a hand-held bucket or a hand-held hose equipped with a positive shutoff nozzle for quick rises. Vehicle washing may be done at any time on the immediate premises of a commercial car wash or commercial service station. Further, such washing may be exempted from these regulations if the health, safety, and welfare of the public is contingent upon frequent vehicle cleansing, such as garbage trucks and vehicles used to transport food and perishables.
- (c) Use of water to fill, refill, or add to any indoor or outdoor swimming pools, wading pools, or Jacuzzi-type pools is prohibited except on designated watering days between the hours of 12:00 midnight and 10:00 a.m. and between 8 p.m. and 12:00 midnight.
- (d) Operation of any ornamental fountain or pond for aesthetic or scenic purposes is prohibited except where necessary to support aquatic life or where such fountains or ponds are equipped with a recirculation system.
- (e) Use of water from hydrants shall be limited to firefighting, related activities, or other activities necessary to maintain public health, safety, and welfare, except that use of water from designated fire hydrants for construction purposes may be allowed under special permit from the City of Highland Haven.
- (f) Use of water for the irrigation of public landscape areas is prohibited except on designated watering days between the hours 12:00 midnight

and 10:00 a.m. and between 8 p.m. and 12:00 midnight.

- (g) All restaurants are prohibited from serving water to patrons except upon request of the patron.
- (h) The following uses of water are defined as non-essential and are prohibited:
 - 1. wash down of any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas;
 - 2. use of water to wash down buildings or structures for purposes other than immediate fire protection;
 - 3. use of water for dust control;
 - 4. flushing gutters or permitting water to run or accumulate in any gutter or street; and
 - 5. failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s).

Stage 3 Response – SEVERE Water Shortage Conditions

Target: Achieve a fifteen (15) % reduction from in the daily water usage.

Best Management Practices for Supply Management:

- The City of Highland Haven will search for leaks on system lines and discontinue flushing of water mains.

Water Use Restrictions for Demand Reduction:

All requirements of Stage 2 shall remain in effect during Stage 3 except:

- (a) Irrigation of landscaped areas shall be limited to designated watering days between the hours of 12:00 midnight and 10:00 a.m. and between 8 p.m. and 12:00 midnight and shall be by means of hand-held hoses, hand-held buckets, drip irrigation, or permanently installed automatic sprinkler system only. The use of hose-end sprinklers is prohibited at all times.
- (b) The watering of public landscape areas and public recreational areas is prohibited unless a water source other than that provided by the City of Highland Haven is used.
- (c) The use of water for construction purposes from designated fire hydrants under special permit is to be discontinued.

Stage 4 Response – CRITICAL Water Shortage Conditions

Target: Achieve a twenty (20) % reduction in the daily water usage.

Best Management Practices for Supply Management:

- The City of Highland Haven will search for leaks on system lines and discontinue flushing of water mains.

Water Use Restrictions for Reducing Demand:

All requirements of Stage 2 and 3 shall remain in effect during Stage 4 except:

- (a) Irrigation of landscaped areas shall be limited to designated watering

days between the hours of 6:00 a.m. and 10:00 a.m. and between 8:00 p.m. and 12:00 midnight and shall be by means of hand-held hoses, hand-held buckets, or drip irrigation only. The use of hose-end sprinklers or permanently installed automatic sprinkler systems are prohibited at all times.

- (b) Use of water to wash any motor vehicle, motorbike, boat, trailer, or other vehicle not occurring on the premises of a commercial car wash and commercial service stations and not in the immediate interest of public health, safety, and welfare is prohibited. Further, such vehicle washing at commercial car washes and commercial service stations shall occur only between the hours of 6:00 a.m. and 10:00 a.m. and between 6:00 p.m. and 10 p.m.
- (c) The filling, refilling, or adding of water from city water system to swimming pools, wading pools, and Jacuzzi-type pools is prohibited.
- (d) Operation of any ornamental fountain or pond for aesthetic or scenic purposes is prohibited except where necessary to support aquatic life or where such fountains or ponds are equipped with a recirculation system. Use of city water system water to refill such is prohibited.
- (e) No application for new, additional, expanded, or increased-in-size water service connections, meters, service lines, pipeline extensions, mains, or water service facilities of any kind shall be approved, and time limits for approval of such applications are hereby suspended for such time as this drought response stage or a higher-numbered stage shall be in effect.

Stage 5 Response – EMERGENCY Water Shortage Conditions

Target: Achieve a reduction in daily water demand sufficient to allow the City of Highland Haven to supply water with the capabilities of the system during the emergency event.

Best Management Practices for Supply Management:

- The City of Highland Haven will immediately identify the cause of the loss of the capability to provide water service and implement corrective actions.

Water Use Restrictions for Reducing Demand:

All requirements of Stage 2, 3, and 4 shall remain in effect during Stage 5 except:

- (a) Irrigation of landscaped areas is **absolutely prohibited**.
- (b) Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle is **absolutely prohibited**.

Stage 6 Response – WATER ALLOCATION

In the event that water shortage conditions threaten public health, safety, and welfare, the Mayor or his/her designee is hereby authorized to allocate water according to the following water allocation plan:

Single-Family Residential Customers

The allocation to residential water customers residing in a single-family dwelling shall be as follows:

Persons per Household	Gallons per Month
1 or 2	3,000
3 or 4	4,000
5 or 6	5,000
7 or 8	6,000
9 or 10	7,000
11 or more	8,000

“Household” means the residential premises served by the customer’s meter. “Persons per household” includes only those persons currently physically residing at the premises and expected to reside there for the entire billing period. It shall be assumed that a particular customer’s household is comprised of two (2) persons unless the customer notifies the City of Highland Haven of a greater number of persons per household on a form prescribed by the Mayor or his/her designee. The Mayor or his/her designee shall give his/her best effort to see that such forms are mailed, otherwise provided, or made available to every residential customer. If, however, a customer does not receive such a form, it shall be the customer’s responsibility to go to the City of Highland Haven offices to complete and sign the form claiming more than two (2) persons per household. New customers may claim more persons per household at the time of applying for water service on the form prescribed by the Mayor or his/her designee. When the number of persons per household increases so as to place the customer in a different allocation category, the customer may notify the City of Highland Haven on such form and the change will be implemented in the next practicable billing period. If the number of persons in a household is reduced, the customer shall notify the City of Highland Haven in writing within two (2) days. In prescribing the method for claiming more than two (2) persons per household, the Mayor or his/her designee shall adopt methods to insure the accuracy of the claim. **Any person who knowingly, recklessly, or with criminal negligence falsely reports the number of persons in a household or fails to timely notify the City of Highland Haven of a reduction in the number of persons in a household shall be fined not less than \$50.00.**

Residential water customers shall pay the following surcharges:

\$2.50 for the first 1,000 gallons over allocation.
\$5.00 for the second 1,000 gallons over allocation.
\$7.50 for the third 1,000 gallons over allocation.
\$10.00 for each additional 1,000 gallons over allocation.

Surcharges shall be cumulative.

Section X: Enforcement

- (a) No person shall knowingly or intentionally allow the use of water from the City of Highland Haven for residential, commercial, industrial, agricultural, governmental, or any other purpose in a manner contrary to any provision of this Plan, or in an amount in excess of that permitted by the drought response stage in effect at the time pursuant to action taken by Mayor, or his/her designee, in accordance with provisions of this Plan.
- (b) **Any person who violates this Plan is guilty of a misdemeanor and, upon conviction shall be punished by a fine of not less than fifty dollars (\$50.00) and not more than two hundred dollars (\$200.00). Each day that one or more**

of the provisions in this Plan is violated shall constitute a separate offense. If a person is convicted of three or more distinct violations of this Plan, the Mayor, or his/her designee shall, upon due notice to the customer, be authorized to discontinue water service to the premises where such violations occur. Services discontinued under such circumstances shall be restored only upon payment of established disconnect and re-connection charges, and any other costs incurred by the City of Highland Haven in discontinuing service. In addition, suitable assurance must be given to the Mayor, or his/her designee that the same action shall not be repeated while the Plan is in effect. Compliance with this plan may also be sought through injunctive relief in the district court.

- (c) Any person, including a person classified as a water customer of the City of Highland Haven, in apparent control of the property where a violation occurs or originates shall be presumed to be the violator, and proof that the violation occurred on the person's property shall constitute a rebuttable presumption that the person in apparent control of the property committed the violation, but any such person shall have the right to show that he/she did not commit the violation. Parents shall be presumed to be responsible for violations of their minor children and proof that a violation, committed by a child, occurred on property within the parents' control shall constitute a rebuttable presumption that the parent committed the violation, but any such parent may be excused if he/she proves that he/she had previously directed the child not to use the water as it was used in violation of this Plan and that the parent could not have reasonably known of the violation.
- (d) **Any employee of the City of Highland Haven, police officer, or designated city official or employee designated by the Mayor, may issue a citation to a person he/she reasonably believes to be in violation of this Ordinance.** The citation shall be prepared in duplicate and shall contain the name and address of the alleged violator, if known, the offense charged, and shall direct him/her to appear in the City of Highland Haven Municipal Court on the date shown on the citation for which the date shall not be less than 3 days nor more than 5 days from the date the citation was issued. The alleged violator shall be served a copy of the citation. Service of the citation shall be complete upon delivery of the citation to the alleged violator, to an agent or employee of a violator, or to a person over 14 years of age who is a member of the violator's immediate family or is a resident of the violator's residence. The alleged violator shall appear in City of Highland Haven Municipal Court to enter a plea of guilty or not guilty for the violation of this Plan. If the alleged violator fails to appear in City of Highland Haven Municipal Court, a warrant for his/her arrest may be issued. A summons to appear may be issued in lieu of an arrest warrant. These cases shall be expedited and given preferential setting in City of Highland Haven Municipal Court before all other cases.

Section XI: Variances

The Mayor, or his/her designee, may, in writing, grant temporary variance for existing water uses otherwise prohibited under this Plan if it is determined that failure to grant such variance would cause an emergency condition adversely affecting the health, sanitation, or fire protection for the public or the person requesting such variance and if one or more of the following conditions are met:

- (a) Compliance with this Plan cannot be technically accomplished during the duration of the water supply shortage or other condition for which the Plan is in effect.
- (b) Alternative methods can be implemented which will achieve the same level of reduction in water use.

Persons requesting an exemption from the provisions of this Ordinance shall file a petition for variance with the City of Highland Haven within five (5) days after the Plan or a particular drought response stage has been invoked. All petitions for variances shall be reviewed by the Mayor, or his/her designee, and shall include the following:

- (a) Name and address of the petitioner(s).
- (b) Purpose of water use.
- (c) Specific provision(s) of the Plan from which the petitioner is requesting relief.
- (d) Detailed statement as to how the specific provision of the Plan adversely affects the petitioner or what damage or harm will occur to the petitioner or others if petitioner complies with this Ordinance.
- (e) Description of the relief requested.
- (f) Period of time for which the variance is sought.
- (g) Alternative water use restrictions or other measures the petitioner is taking or proposes to take to meet the intent of this Plan and the compliance date.
- (h) Other pertinent information.

Variances granted by the City of Highland Haven shall be subject to the following conditions, unless waived or modified by the Board of Alderman.

- Variances granted shall include a timetable for compliance.
- Variances granted shall expire when the plan is no longer in effect unless the petitioner has failed to meet specific requirements.

No variance shall be retroactive or otherwise justify any violation of this plan occurring prior to issuance

CITY OF HIGHLAND HAVEN, TEXAS

RESOLUTION #246 (Revision 15)

September 17, 2024

Designation of the official newspaper in which the City of Highland Haven, Texas will publish public notices.

Whereas, the City of Highland Haven, Texas, will be required to publish public notices in an official newspaper; and

Whereas, the City is served by newspapers; and

Whereas, the Highlander publishes twice per week; and

Whereas, Local Government Code 52.004 requires that municipalities annually designate an official city newspaper.

BE IT THEREFORE RESOLVED that the Board of Aldermen of the City of Highland Haven hereby designates The Highlander as the official newspaper of the City of Highland Haven through the end of FY 2025 per Local Government Code 52.004.

PASSED AND APPROVED on the *17th* day of *September 2024* during a scheduled meeting by the Board of Aldermen of The City of Highland Haven, Texas.

Olan Kelley, Mayor

ATTEST:

Lezley Baum, City Secretary

Interlocal Agreement Between
Burnet County, Texas and the City of Highland Haven

This Agreement is made on the 10th day of September, 2024, by and between the County of Burnet a Political subdivision of the State of Texas, hereinafter referred to as "Burnet County" and the "City of Highland Haven", hereinafter referred to as "the City".

WHEREAS, the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code authorizes unites of local government to contract with one or more units of local government to perform government functions and services; and

WHEREAS, this Agreement is entered into pursuant to the authority, under the provisions of, and in accordance with, Chapter 791 of the Texas Government Code, for the performance of governmental functions and services; specifically, the use of County manpower and equipment for road patches by applying chip and seal paving patches on City owned streets, and for such other and further acts of cooperation as the parties may subsequently agree to by the execution of a separate and specific agreement ratified by the governing bodies of each contracting party, specifically the Commissioners Court of Burnet County and the City; and

WHEREAS, Burnet County provides these services to the citizens of Burnet County, and has the capacity to service the needs of the City; and

WHEREAS, Burnet County and the City have investigated and determined that it would be advantageous and beneficial to both the City and Burnet County and its inhabitants for Burnet County to provide the manpower and equipment for the application services to the City; and

WHEREAS, The City wishes to engage Burnet County to allow for use of County manpower and equipment to apply road patch chip and seal paving on City streets and the City desires to engage Burnet County to provide such services; and

WHEREAS, from time to time the City may wish to engage Burnet County in various additional services, such as hauling, dispensing, spreading, building, paving, or improving real property by the use of county owned earth moving equipment, together with the labor and the City and to the people of Burnet County, Texas, and:

WHEREAS, the governing bodies of the City and Burnet County desire to foster goodwill and cooperation between the two entities; and

WHEREAS, the City and Burnet County have a long history of cooperation on projects that are beneficial to the two entities and their citizens; and

WHEREAS, Burnet County recognizes that the citizens for the City contribute property tax funds yearly to fund the County budget, including to the Road and Bridge Fund; and

WHEREAS, the City and Burnet County, deem it to be in the best interest of both entities to enter into this Agreement relative to apply road patches in the form of chip and seal paving patches to City owned streets, and for such other and additional services as the parties may subsequently agree to by the execution of separate and specific agreements, and in consideration of the mutual covenants contained herein, the City and Burnet County agree as follows:

Services to be Performed

The City agrees to engage Burnet County to utilize County manpower and equipment to apply roadwork patches in the form of chip and seal paving to City owned streets, and setting a limit of \$15,000, by Burnet County to the City, together with all incidental acts, procedures, and methods necessary to accomplish the ends of such project. Prior approval shall be sought with an independent order form the Commissioners Court pursuant to Texas Government Code, section 791.014.

Duration of Agreement

Unless mutually initiated, cancelled, or terminated earlier with thirty (30) days written notice this Agreement shall commence on the 10th day of September, 2024. This contract may be extended for Three (3) annual renewals with the renewal fees and payments for each successive year to be negotiated and agreed to by the parties annually. This contract expires at midnight 30 days thereafter.

Compensation

By execution of this contract, the City agrees to continue providing Burnet County the following in kind services: providing water to County for any County road projects in the area or other required County business; provide temporary parking area on City property for County equipment and material storage used on any project in the southern portion of the county; provide City building for use as an Emergency Operations Center upon need by the County; provide City building area for use for County elections; provide available City buildings and/or property for meeting space for county training or meetings. Both parties have agreed this is adequate compensation for the anticipated expenditures by the county for the manpower and equipment used by Burnet County in the application of patchwork repairs to City owned streets.

Relationship of Parties

The parties intend that Burnet County, in performing services specified in this Agreement, shall act as an independent contractor and shall have control of its work and the manner in which it is performed. Neither Burnet County, its agents, employees, volunteer help or any other person operating under this Agreement, shall be considered an agent or employee of the City and shall not be entitled to participate in any pension or other benefits that Burnet County provides its employees.

Notice to Parties

Any notice given hereunder by either party to the other shall be in writing and may be affected by personal delivery in writing or by certified mail, return receipt requested. Notice to Burnet County shall be sufficient if made or addressed to the office of the County Judge, James Oakley.

Notice to the City shall be sufficient if made or addressed to the office of the Mayor, Olan Kelley. Each party may change the address for notice to it by giving notice of such change in accordance with the provisions of this paragraph.

Miscellaneous Provisions

Indemnification

The City agrees to promptly defend, indemnify and hold Burnet County harmless from and against any and all claims, demands, suits, causes of action, and judgment's for (a) damages to the loss of property of any person; and/or (b) death, bodily injury, illness, disease, loss of services, or loss of income or wages to any person, arising out of incident to, concerning or resulting from the negligent or willful act or omissions of the City, its agents, officers, and or employees in the performance of activities of duties pursuant to this Agreement.

Entire Agreement

This Agreement contains the entire Agreement between the parties relating to the rights herein granted and the obligations herein assumed. Any oral representations or modifications concerning this instrument shall be of no force or effect except in a subsequent modification in writing signed by both parties.

This Agreement shall be governed by and constructed in accordance with the laws of the State of Texas. No assignment of this Agreement or of any right accrued hereunder shall be made, in whole or in part, by either party without the prior written consent of the other party. Venue shall be in Burnet County, Texas.

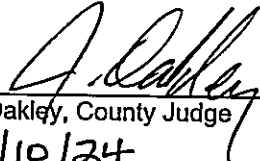
The undersigned officer and/or agents of the parties hereto are the properly authorized officials of the party presented and have the necessary authority to execute this Agreement on behalf of the parties hereto and each party hereby certifies to the other that any necessary resolutions extending said authority have been duly passed and approved and are now in full force and effect.

EXECUTED by the parties hereto, each respective entity acting by and through its duly authorized official as required by law, on the date specified on the multiple counterpart executed by such entity.

The City of Highland Haven

Burnet County, Texas

By: _____
Olan Kelley, Mayor
Date:

By:  _____
James Oakley, County Judge
Date: 9/10/24

IN THE COMMISSIONERS' COURT OF
BURNET COUTY, TEXAS
ORDER OF APPROVAL OF INTERLOCAL COOPERATION CONTRACT WITH
the City of Highland Haven

FOR

Patchwork Paving on City Streets in Highland Haven

The Commissioners' Court of BURNET COUNTY, TEXAS, in compliance with §791.015 of the Texas Government Code, otherwise known as the Inter-local Cooperation Act, and before the commencement of any work to construct, improve, or repair the subject matter of an Inter-local Contract with the City of Highland Haven, hereby authorizes and approves this separate specific written approval for the proposed project. In this regard, the following provisions apply to such proposed Inter-local Cooperation Contract:

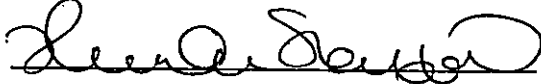
1. This approval is separate and distinct from the Inter-local Cooperation Contract itself.
2. The proposed project is for BURNET COUNTY to: assist City by providing chip and seal type paving patchwork to City streets with County manpower and equipment to not exceed a total of \$15,000 in value.
3. The Commissioners' Court of BURNET COUNTY, TEXAS specifically finds that herein described project would serve a public purpose, and would be beneficial to the citizens of BURNET COUNTY, TEXAS.

Date: 9/10/24



County Judge, James Oakley

Attest:



County Clerk, Vicinta Stafford

Ex officio clerk of the Burnet County Commissioners' Court

Burnet County

HHW Collection Event

HOME

Burnet County Reuse and Recycle Center

October 19th, 2024

9:00 AM - 1:00 PM

2411 FM 963 (2 miles E of 281)

Burnet, TX 78611



PLEASE BRING

- Automobile tires (24" or less, no rims)
 - First 10 tires free, \$3 per tire after
- Lead-acid and rechargeable batteries
- Cell phones and telephones
- Computer components and parts
- Televisions (no wooden consoles)
- Used motor oil and filters
- Latex paint
- Petroleum based paints, stains, and varnishes
- Antifreeze
- Household hazardous chemicals
- Compressed gas cylinders
 - Aerosols & Camp stove propane
- Fluorescent lamp bulbs
 - NO compact fluorescent bulbs
- Transmission and brake fluid
- Pool chemicals
- Lawn and garden chemicals
- Scrap metal
 - NO lawnmowers or appliances

DO NOT BRING

- Tires with rims
- Containers larger than 5 gallons
- Agricultural pesticides/chemicals
- Dioxins
- Explosives
- Medical and pharmaceutical items
- Large propane cylinders over 30 lbs.
- Wooden TV consoles
- Appliances

Safety Guidelines

- Bring products in original containers only
- Do not mix or consolidate products
- Properly seal containers to prevent leaking
- Haul containers and materials in the trunk or back of vehicle, away from passengers

Commissioner Jim Luther, Jr. (512) 715-4112
Commissioner Damon Beierle (512) 715-2611
Commissioner Billy Wall (830) 265-0483
Commissioner Joe Don Dockery (512) 715-2911

RESIDENTIAL ITEMS ONLY!
NO INDUSTRIAL, COMMERCIAL
OR BUSINESS WASTE

Made possible by: Burnet County - Burnet - Bertram - Marble Falls - Meadowlakes - Cottonwood Shores - Granite Shoals Highland Haven - Horseshoe Bay - Green Planet, Inc. - Central Texas Groundwater Conservation District

Page 42 of 44 Reliable Tire Disposal - Goodwill of Central Texas - Hill Country Recycling - Waste Management, Inc.
Burnet County Community Services Restitution Program - 33rd / 424th Judicial Districts Intermediate Sanction Facility



**CENTRAL TEXAS
GROUNDWATER
CONSERVATION
DISTRICT**

Thank you for participating in Burnet County's Recycling Program!

HOME

DID

Every aquifer in Burnet County has a local recharge area that is a direct pathway for freshwater & potential contaminants to enter

YOU

1 gallon of used motor oil can contaminate 1 million gallons of freshwater

KNOW

Recycling your waste helps preserve groundwater quality - it is difficult and very expensive to clean contaminated groundwater

Over 50% of the people in Burnet County are dependent upon groundwater for their homes

**GET GROUNDWATER
NEWS AND TIPS BY
SIGNING UP FOR
OUR NEWSLETTER**



The mission of the groundwater district is to protect and enhance the groundwater resources of Burnet County. We adopt and enforce rules to protect groundwater users and also to maintain the economic vitality of the communities we serve. To learn more about Burnet County Aquifers and your well, visit www.centraltexasgcd.org or call us at 512-756-4900.

Water is for every Texan.

Every Texan should be for Water.

**BURNET
COUNTY
RUNS ON
WATER**

Page 43 of 44



Burnet County relies on 6 aquifers, and parts of all 5 Highland Lakes. Most creeks & streams start from groundwater.

Rocks Matter:
Burnet County's unique geology contributes to a complex aquifer system.



Water is the key ingredient for life in Texas- it's the heart of everything we do. It's the lifeblood of our state.

ARE YOU PREPARED FOR A DISASTER??

BE PREPARED BY BECOMING A CERT TEAM MEMBER SIGN UP NOW FOR OUR NEXT CLASS

In 95% of all emergencies, everyday citizens provide the first immediate assistance on the scene. Without the proper training, how would you know what to do? Be prepared to take care of yourself, your family, and your neighbors.

Under the direction of local emergency responders, CERT teams help provide critical support by giving immediate assistance to victims, providing damage assessment information and helping to organize other volunteers at a disaster site.

On Thursday, October 3, 2024, Burnet County Office of Emergency Management will begin our next CERT class. This training is FREE and will be held from 6:30-9:30 p.m. on Thursdays, for 7 weeks. Training will be held at Agri-Life, 607 N Vandever St, South Wing, Room 14 in Burnet Tx in our CERT training room.

The training covers Disaster Planning & Preparedness, Home Safety Plan, Fire Extinguishers, Basic First Aid, and much more.

This program is made possible by a CAPCOG Citizens Corps Grant Program/CERT which provides the funds for training equipment and supplies.

Register NOW for this class! To get more information and the training schedule, visit our website at www.burnetcountycert.org. Or contact Derek Marchio, Burnet County Emergency Management Coordinator at dmarchio@burnetcountytexas.org, or Robyn Richter, CERT Training Officer at rrichter51@gmail.com.