



CITY OF HIGHLAND HAVEN

510 Highland Drive, Suite A
Highland Haven, Texas 78654
Telephone: 830-265-4366

AGENDA – REGULAR BOARD OF ALDERMEN MEETING

DATE: May 5, 2026
TIME: 7:00 PM
PLACE: Highland Haven Community Center, 118 Blackbird, Highland Haven, TX 78654

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

Mayor Pro Tem Terry Nuss	<input type="checkbox"/> Present	<input type="checkbox"/> Absent
Aldersperson Don Hagans	<input type="checkbox"/> Present	<input type="checkbox"/> Absent
Aldersperson Bruce Robertson	<input type="checkbox"/> Present	<input type="checkbox"/> Absent
Aldersperson Lynn Smith	<input type="checkbox"/> Present	<input type="checkbox"/> Absent
Aldersperson Terry Smith	<input type="checkbox"/> Present	<input type="checkbox"/> Absent

- 2. Pledge of Allegiance
- 3. Recognize Visitors
- 4. Announcements, Proclamations, or Presentation
- 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 on the regular agenda

- a. Minutes from April 21, 2026 BOA Budget Workshop
- b. Minutes from April 21, 2026 BOA Regular Meeting

7. Public Hearing – For the purpose of receiving public comments on the proposed change of zoning classification of the following described property:

Being Lots Nos. One Hundred Seventy-Six (176) and One Hundred Seventy-Seven (177), in Shady Acres, Section Two, in Burnet County Texas, according to plat recorded

in Volume 1, Page 56, of the Plat Records of Burnet County, Texas, less and except any portion already within the boundaries of the City of Highland Haven, Texas.

- a. Open public hearing
 - b. Planning and Zoning Commission Recommendation
 - c. Open public comment period
 - d. Close public hearing
8. Discussion and/or Possible Action - Zoning Classification "District R1" for Lots 176 and 177 in Shady Acres, Section Two, in Burnet County, TX, according to the plat recorded in Volume 1, Page 56 of the Plat Records of Burnet County.
 9. Convene into Executive Session as per Texas Govt. Code §551.072 to discuss Real Property.
 - a. Closed Session:
 - a. Discuss real property.
 - b. Open Session: Reconvene into Open Session.
 10. Discussion and/or Possible Action on Executive Session matters.
 - a. Real property matters.

DISCUSSION / INFORMATION ITEMS

11. Discussion - City Signs
12. Discussion – City Budget
 - a. Draft of Water Fund Budget for FY27
13. Water Infrastructure Bond
14. City Attorney Update
15. Review Assignments for the Planning & Zoning Commission
 - a. Review of Current Planning & Zoning Assignments
 - b. Next regular P&Z meeting is scheduled for May 14, 2026 at Highland Haven Community Center at 6:00 PM.
16. Legislative Updates
17. Code Enforcement
18. Drainage Issues
19. Review Water System
 - a. Water System Maintenance or Issues
 - b. Central Texas Groundwater District
 - c. Proposed Quarry on CR 120
20. Review Solid Waste Services
21. Mayor's Report
22. Aldermen Comments

23. City Staff Comments

- a. City Administrator
- b. City Secretary

Next Board of Aldermen Meetings:

- Budget Workshop – Tuesday, May 19, 2026 at 5:00 PM at Highland Haven Community Center
- Regular Meeting – Tuesday, May 19, 2026 at 7:00 PM at Highland Haven Community Center
- Regular Meeting – Tuesday, June 2, 2026 at 7:00 PM at Highland Haven Community Center

Adjournment.

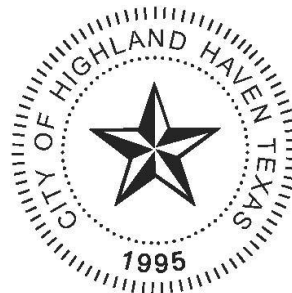
Posted: April 28, 2026

CERTIFICATION OF POSTING

I, SARAH COLLARD, 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 ON APRIL 28, 2026, AND REMAINED SO POSTED FOR AT LEAST 3 BUSINESS DAYS PRECEDING THE SCHEDULED DATE OF SAID MEETING.

Sarah Collard

Sarah Collard, 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 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
Highland Haven, Texas 78654
Telephone: 830-265-4366

MINUTES – BOARD OF ALDERMEN WORKSHOP – BUDGET FY 2027

DATE: April 21, 2026

TIME: 5:00 PM

PLACE: Highland Haven Community Center, 118 Blackbird, Highland Haven, TX 78654

1. Open Meeting and Establish Quorum/Roll Call – **Mayor Kelley called the meeting to order at 5:02 PM.**

Mayor Pro Tem Terry Nuss	X Present	<input type="checkbox"/> Absent
Aldersperson Don Hagans	X Present	<input type="checkbox"/> Absent
Aldersperson Bruce Robertson	<input type="checkbox"/> Present	X Absent
Aldersperson Lynn Smith	X Present	<input type="checkbox"/> Absent
Aldersperson Terry Smith	X Present	<input type="checkbox"/> Absent

2. Pledge of Allegiance – **Led by Mayor Kelley.**
3. Recognize Visitors – **There were no visitors.**
4. 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.)

There were no public comments.

DISCUSSION / INFORMATION ITEMS

5. Discussion – FY 2027 Budget Planning Workshop
 - a. Tax Rate Options
 - b. Burnet Central Appraisal District Valuation Estimate
 - c. Personnel
 - d. General Fund Line Items
 - e. Capital Improvement Projects

Next Board of Aldermen Meetings:

- Regular Meeting: Tuesday, April 21, 2026 at 7:00 PM at Highland Haven Community Center
- Regular Meeting: Tuesday, May 5, 2026 at 7:00 PM at Highland Haven Community Center

Terry Nuss made a motion to adjourn, seconded by Terry Smith.

Vote: 4-0

Adjournment.

The meeting adjourned at 6:22 PM.

Olan Kelley, Mayor

Attest:

Sarah Collard, City Secretary





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MINUTES – REGULAR BOARD OF ALDERMEN MEETING

DATE: April 21, 2026

TIME: 7:00 PM

PLACE: Highland Haven Community Center, 118 Blackbird, Highland Haven, TX 78654

1. Open Meeting and Establish Quorum/Roll Call – **Mayor Kelley called the meeting to order at 7:01 PM.**

2.

Mayor Pro Tem Terry Nuss	X Present	<input type="checkbox"/> Absent
Aldersperson Don Hagans	X Present	<input type="checkbox"/> Absent
Aldersperson Bruce Robertson	<input type="checkbox"/> Present	X Absent
Aldersperson Lynn Smith	X Present	<input type="checkbox"/> Absent
Aldersperson Terry Smith	X Present	<input type="checkbox"/> Absent

3. Pledge of Allegiance – **Led by Mayor Kelley.**

4. Recognize Visitors – **Peter Mackay, Sally Mackay, Rick Hieb**

5. Announcements, Proclamations, or Presentation

6. 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.)

There were no public comments.

ACTION ITEMS

7. **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 on the regular agenda.

- a. Minutes from April 7, 2026 BOA Meeting
- b. Financials – March 2026
- c. Water Usage – March 2026
- d. Sales Tax – March & April 2026

Terry Smith made a motion to approve the Consent Items; seconded by Lynn Smith.

Vote: 4-0

8. Convene into Executive Session as per Texas Govt. Code §551.074 to discuss Personnel.

The Board of Aldermen convened into Executive Session at 7:03 PM.

- a. Closed Session:
 - i. Discuss personnel matters.
- b. Open Session: Reconvene into Open Session.

The Board of Aldermen reconvened the Regular Meeting at 7:48 PM.

9. Discussion and/or Possible Action on Executive Session matters.
 - a. Personnel matters.

No Action was taken.

DISCUSSION / INFORMATION ITEMS

10. Discussion - City Signs
 - a. City Hall Building
 - b. Monument Sign with Message Board
11. Discussion – City Budget
 - a. Updated draft of General Fund budget pending any revisions made during Budget Workshop
12. Water Infrastructure Bond
13. City Attorney Update
14. Review Assignments for the Planning & Zoning Commission
 - a. Review of Current Planning & Zoning Assignments
 - b. Next regular P&Z meeting is scheduled for May 14, 2026 at Highland Haven Community Center at 6:00 PM.
15. Legislative Updates
16. Drainage Issues
17. Review Water System
 - a. Water System Maintenance or Issues
 - b. Central Texas Groundwater District
18. Review Solid Waste Services
19. Mayor's Report
 - a. Shady Acres Remnant Property
20. Aldermen Comments

21. City Staff Comments

- a. City Administrator
- b. City Secretary

Next Board of Aldermen Meetings:

- Regular Meeting – Tuesday, May 5, 2026 at 7:00 PM at Highland Haven Community Center
- Budget Workshop – Tuesday, May 19, 2026 at 5:00 PM at Highland Haven Community Center
- Regular Meeting – Tuesday, May 19, 2026 at 7:00 PM at Highland Haven Community Center

A motion to adjourn was made by Don Hagans, seconded by Terry Nuss.

Vote: 4-0

Adjournment.

The meeting adjourned at 8:18 PM.

Olan Kelley, Mayor

Attest:

Sarah Collard, City Secretary



ORDINANCE #056 REV 17

AN ORDINANCE OF THE CITY OF HIGHLAND HAVEN, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PARCEL OF LAND FROM DISTRICT A (AGRICULTURAL) TO DISTRICT R1 (SINGLE FAMILY RESIDENTIAL 1); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the owner of the property described hereinafter (the, "Property") has requested that the Property be rezoned; and

WHEREAS, after giving ten (10) days written notice to the owners of land within two hundred feet of the Property, the Planning and Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the Board of Aldermen; and

WHEREAS, after publishing notice of the public hearing at least fifteen (15) days prior to the date of such hearing, the Board of Aldermen at a public hearing has reviewed the request and the circumstances of the Property and finds that a change of the zoning designation is appropriate.

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

Section 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the Board of Aldermen and made a part hereof for all purposes as findings of fact.

Section 2. Amendment of Zoning Ordinance. Ordinance 056 Rev 16, as amended, The City of Highland Haven Zoning Ordinance, is hereby modified and amended by rezoning the Property from District A, Agricultural to District R1, Single Family Residential 1.

Section 3. Severability. Should any section or part of this ordinance be held unconstitutional, illegal, or invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this ordinance are declared to be severable.

Section 4. 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 Meetings Act, Chapt. 551, Loc. Gov't. Code.

PASSED AND APPROVED on this the ____ day of _____, 2026.

ATTEST:

THE CITY OF HIGHLAND HAVEN, TEXAS

Sarah Collard, City Secretary

Olan Kelley, Mayor

EXHIBIT A
THE PROPERTY

Being Lots Nos. One Hundred Seventy-Six (176) and One Hundred Seventy-Seven (177), in Shady Acres, Section Two, in Burnet County, Texas, according to plat recorded in Volume 1, Page 56, of the Plat Records of Burnet County, Texas, LESS AND EXCEPT any property already zoned District R1.



May 1, 2026

Subject: Item 11: Discussion on City Signs

To the City of Highland Haven Board of Aldermen,

Background

At earlier Board of Aldermen meetings, staff provided an update on planned improvements to City signage, including:

- Removal of the existing digital message board and the “Highland Haven” sign panel located below it along Highland Drive; and
- Replacement of outdated lettering on the City Hall building.

Per Board direction, staff is moving forward with a new sign configuration that includes a redesigned monument-style digital sign and updated permanent signage.

Status Update

At this time:

- Staff has received **one formal proposal** for a new single-faced digital electronic message center (EMC) to replace the existing digital sign.
- Additional proposals for the digital sign have been requested, and staff is **waiting to receive at least three total bids** before moving forward with evaluation and recommendation.

Regarding overall sign layout:

- The proposed configuration will include a **new digital sign installed lower than the current setup**, with a **new “Highland Haven” identification sign installed above the digital display**.
- The digital sign itself will be procured separately from the permanent signage elements.

With respect to the remaining signage:

- After selecting a vendor for the digital sign, staff will **solicit proposals for two matching sign elements**:



- The new “Highland Haven” sign that will sit above the digital sign, and
- A new permanent sign for the City Hall building.
- These two signs will be bid together, with the intent that **the same vendor provide both** so that style, materials, and overall design are consistent.

Purpose of This Item

The purpose of this item is to:

- Provide the Board with a status update on the City sign projects
- Confirm that staff is actively moving forward on pricing and design development

No action is requested at this time.

Moving Forward

Staff will:

- Continue soliciting additional bids for the digital sign
- Return to the Board with a summary of digital sign proposals and a recommended vendor once three bids are received
- Following selection of the digital sign vendor, solicit pricing and design concepts for the City Hall sign and the upper monument sign together to ensure a coordinated appearance

Please let me know if you would like any additional information prior to the meeting.

Sincerely,

Andy Adams

City Administrator

City of Highland Haven

(830) 265-4366

cityadministrator@highlandhaventx.com



City of Highland Haven

FY 2026–27 Water Fund Budget

Big Picture: What We're Trying to Do

The goal of the Water Fund budget is straightforward:

Ensure that the City can operate a safe, compliant, and reliable water system using stable, predictable revenue — regardless of how much water is used in a given year.

Highland Haven is a small city with a groundwater system that operates under strict regulatory limits and serves a population of 1,600 people within its service boundary. Because of that, the City has no room for error. Water use can vary significantly from year to year due to weather, drought, or conservation, but many of the base costs required to provide water do not change.

Starting two years ago, the City adopted a different approach to how water rates and budgets are built so that:

- Required system costs are paid with reliable revenue
- Conservation will not create financial shortfalls
- The City is not dependent on selling more water to remain financially stable
- Costs are allocated in a way that is understandable and fair

This budget continues that approach.

The Guiding Policy

At the core of the Water Fund is this policy:

All base costs required to maintain water availability, safety, and compliance, regardless of usage, shall be recovered through fixed base charges.

Usage-dependent costs shall be recovered through volumetric charges.

In simple terms:

- The cost of **having** a water system is paid first



- The cost of **using more water** is paid second

This policy protects the City and ratepayers from unexpected revenue gaps caused by low-usage years.

A Key Reality: Our Groundwater Permit

The City operates a groundwater system and is legally limited by the Central Texas Groundwater Conservation District in how much water it can pump each year.

- **Permitted maximum annually:** 82 acre-feet per year (about **26.7 million gallons**)

This is a hard ceiling that cannot be exceeded. If this permit level is exceeded, the Central Texas Groundwater Conservation District has the ability to penalize the City by fining us up to \$25,000 per day.

At the same time, the City must maintain the wells, treatment, testing, staffing, billing, and regulatory compliance **year-round**, even during periods of low demand. These obligations exist whether 10 million gallons or 20 million gallons are used.

That reality drives how the Water Fund budget is structured.

How Water System Costs Really Work

Water system costs do not occur all at once. They occur in **layers**, depending on *why* the system exists and *how* it is used. For clarity, the City groups water system costs into three categories.

Category 1: System Essentials — Before One Gallon Is Pumped

These are the costs of **having a legal, functioning water system**, regardless of how much water is used.

They exist because the City is required to provide water service, not because customers are using water.

These costs include:



- Wells, pumps, storage, and distribution infrastructure that must exist and be maintained
- State-licensed operator (TCEQ Requirement) who must be employed or contracted
- Water quality testing, monitoring, and reporting
- Billing, accounting, and revenue management
- Debt service and long-term obligations
- Ongoing compliance with state and federal requirements

Key Takeaway:

Before the City pumps a single gallon of water, it already incurs significant annual costs simply to operate a compliant water system.

Category 2: Base-Funded Permit — Everyday, Predictable Water Use

The second category includes costs that occur once the system is operating at the **basic, everyday level** the City knows it will reach each year.

This includes:

- Routine pump operation
- Baseline electricity and utilities
- Baseline chemical usage
- Routine maintenance and normal equipment wear

This level of use is predictable and stable. Because of that, these costs are funded through **monthly base fees**, which also include a small amount of water for each account.

Key Takeaway:

Base fees cover both the cost of maintaining the system and the cost of delivering basic, everyday water use.



Category 3: Volumetric Usage — Additional and Discretionary Water Use

The third category includes costs that occur **only when water use exceeds the base-funded level.**

These costs include:

- Additional electricity for increased pumping
- Additional chemical usage
- Increased maintenance and equipment wear
- Seasonal or discretionary water demand

These are not new types of costs — they are extensions of baseline costs triggered by higher demand. They are recovered through **volumetric (per-gallon) water rates** and only occur when additional water is actually used.

How Base Fees Work

This is the most important concept to understand.

The monthly base fee pays for the water system to exist — to keep the wells running, the water treated, the system tested, a state required licensed operator, and staff to administer and process bills. It also includes a small amount of water, so every account has access to basic, everyday needs. Water used beyond that amount is paid for separately.

Base fees are not simply a charge for water use. They are a charge for **availability, readiness, and compliance**, with a limited level of water included to reflect baseline system operation and the health, safety and welfare of the community.

How Base Fees Align with the Permit

Base fees fund approximately **12.8 million gallons (or 39 acre feet) per year** of water service — about **48% of the City's annual groundwater permit.**



This base-funded level aligns closely with conservative, low-usage conditions. It represents the portion of the system the City must always be prepared to operate, regardless of annual demand.

Base fees include a limited amount of water for each account:

- Highland Haven, Shady Acres and Nobles residential accounts: **2,000 gallons per month**
- Camp Champion: **250,000 gallons per month**

Together, base fees cover approximately:

12,816,000 gallons per year or 39 acre feet

That represents about **48% of the City's annual groundwater permit.**

Key Takeaway:

Base fees fund roughly half of the water system's permit — the portion the City must always be prepared to provide under conservative, low-usage conditions.

Water use above that level is recovered through volumetric charges.

Where the Money Comes From

Water Fund revenues are grouped based on reliability, just like costs.

City-Controlled Revenues (Base Charges)

Base charges are:

- Predictable
- Stable
- Known in advance
- Independent of weather or customer behavior

For FY 2026–27, base charges are projected at **\$323,350**, which aligns with essential and base-funded permit costs.



Operational / Variable Revenues

These revenues vary by activity and include:

- Volumetric water charges
- Tap fees (which are directly tied to their costs)
- Interest income
- Small miscellaneous revenues

These revenues are projected conservatively and are not relied upon to fund essential system operations.

Why This Structure Works

This approach intentionally aligns **cost type** with **revenue reliability**:

- Essential and baseline costs are funded with dependable base fees
- Variable costs are funded only when water is actually used
- Conservation will not create financial shortfalls
- Higher-use customers pay for the additional cost they create
- The system operates within its permitted limits

The City does not rely on selling more water to remain financially stable.

Bringing It All Together

The following tables illustrate how the Water Fund's revenues are aligned with the costs of operating and maintaining the system. Each table pairs a specific category of revenue with the expenses it is intended to support.

- **Base charges** are designed to recover the fixed, ongoing costs of the water system, such as debt service, staffing, contracted operations, and core administrative and compliance functions.



CITY OF HIGHLAND HAVEN

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- **Volumetric charges** are structured to offset costs that vary with water usage, including variable system operations, administrative support, and compliance activities tied to consumption levels.
- **Other revenues**, such as tap fees, miscellaneous income, and interest earnings, are used to offset corresponding one-time or incidental expenses.

Taken together, these tables demonstrate that projected revenues are structured to cover projected expenses across all categories, resulting in an overall positive balance between total revenues and total system costs.

Revenue-Base Fees: \$323,350		Expense-Base Costs: \$320,233	
Base Fees HH	\$222,500	Bond Expenses	\$107,090
Base Fees N/SA	\$72,950	Contract Operator	\$90,000
Base Fees CC	\$27,900	Staffing (Transfer to GF)	\$64,068
HH = Highland Haven		Maint. & Operations	\$34,000
N/SA = Nobles/Shady Acres		Compliance	\$16,400
CC = Camp Champion		Admin. & Office	\$8,675

Revenue-Volumetric Fees: \$46,550		Expense-Variable Usage: \$41,025	
Volumetric Fees HH	\$34,250	Maint. & Operations	\$35,575
Volumetric Fees N/SA	\$9,700	Admin. & Office	\$4,400
Volumetric Fees CC	\$2,600	Compliance	\$1,050

Revenue-Other Sources: \$11,200		Expense-Other: \$11,200	
Tap Fees	\$9,000	Tap Costs	\$9,000
Misc. Income	\$200	Misc. Costs	\$2,200
Interest Income	\$2,000		

Total Projected Revenues for Water System: **\$381,100**

Total Projected Expenses for Water System: **\$372,508**

Here is the key takeaway:

- Base fees pay for the water system to exist and provide basic service
- Volumetric charges apply only when water use increases



- Required costs are funded with reliable revenue
- Variable costs are matched with variable usage

This structure improves transparency, reduces risk, supports conservation, and protects the long-term health of the water system.

Final Thoughts

The FY 2026–27 Water Fund budget is designed to be:

- Conservative
- Understandable
- Stable under low-usage conditions
- Fair to both low- and high-use customers

Most importantly, it ensures Highland Haven can continue providing safe, reliable water service while complying with regulatory limits and protecting ratepayers from financial instability.

Highland Haven Water Fund Operating		Adopted Budget FY 25-26	Projected Budget FY 25-26	Proposed Budget FY 26-27
Beginning Balance		\$ 149,353	\$ 149,353	\$ 149,353
9000 - Water Fund Revenues				
Charges for Services				
	9210 Water Sales Base Charges	\$ 322,272	\$ 322,272	\$ 323,350
9200	9210 Water Sales Volumetric Charges	\$ 46,562	\$ 46,562	\$ 46,550
	9220 Tap Fees	\$ 9,000	\$ 9,000	\$ 9,000
	9225 Contractor Repair Charges	\$ -	\$ -	\$ -
Total	Charges for Services	\$ 377,834	\$ 377,834	\$ 378,900
	Percentage of Total	27.39%	27.39%	87.31%
Miscellaneous Income				
9230	9231 Miscellaneous Income	\$ 200	\$ 200	\$ 200
Total	Miscellaneous Income	\$ 200	\$ 200	\$ 200
	Percentage of Total	0.01%	0.01%	0.05%
Interest & Income from Investments				
9250	9251 Interest Income	\$ 1,500	\$ 1,500	\$ 2,000
Total	Interest & Income from Investments	\$ 1,500	\$ 1,500	\$ 2,000
	Percentage of Total	0.11%	0.11%	0.46%
Rental Income				
	9510 Building Rental	\$ -	\$ -	\$ 5,000
9500	9520 RV/Covered Rentals	\$ -	\$ -	\$ 21,600
	9530 Boat Trailer Rentals	\$ -	\$ -	\$ 26,250
	9540 Miscellaneous Income	\$ -	\$ -	\$ -
Total	Charges for Services	\$ -	\$ -	\$ 52,850
	Percentage of Total	0.00%	0.00%	12.18%
Grant Funding				
9900	9910 Grant Funding	\$ -	\$ -	\$ -
Total	Grant Funding	\$ -	\$ -	\$ -
Other Financing Sources				
9950	9951 2025 GO Bond Proceeds	\$ 1,000,000	\$ 1,000,000	\$ -
Total	Other Financing Sources	\$ 1,000,000	\$ 1,000,000	\$ -
	Percentage of Total	72.49%	72.49%	0.00%
9000	Water Fund Revenue	\$ 1,379,534	\$ 1,379,534	\$ 433,950
62000 - Water Fund Expenses				
Bond Expenses				
62150	62151 Interest Expense (2019)	\$ 4,180	\$ 4,180	\$ 2,090
	62152 Bond Principal (2019)	\$ 105,000	\$ 105,000	\$ 105,000
Total	Bond Expenses	\$ 109,180	\$ 109,180	\$ 107,090
	Percentage of Total	7.91%	7.91%	27.08%
Administrative & Office				
	62201 Office Supplies	\$ 2,600	\$ 2,600	\$ 2,750
	62206 Software	\$ 2,550	\$ 2,550	\$ 2,500
	62207 Postage	\$ 4,200	\$ 4,200	\$ 4,250
62200	62208 Public Notice Publication	\$ 200	\$ 200	\$ 250
	62210 Travel Reimbursement	\$ 200	\$ 200	\$ 250
	62211 Schools & Training	\$ 500	\$ 500	\$ 500
	62212 Bank Fees	\$ 75	\$ 75	\$ 75
	62213 Food & Beverage	\$ 500	\$ 500	\$ 1,000
Total	Administrative & Office	\$ 10,825	\$ 10,825	\$ 11,575
	Percentage of Total	0.78%	0.78%	2.93%
Chemicals				
62350	62351 Chemicals	\$ 3,900	\$ 3,900	\$ 4,000
Total	Chemicals	\$ 3,900	\$ 3,900	\$ 4,000
	Percentage of Total	0.28%	0.28%	1.01%
Maintenance & Repair				
	62402 Repairs & Service Work	\$ 30,000	\$ 30,000	\$ 25,000
62400	62403 Buildings/Infrastructure	\$ 5,000	\$ 5,000	\$ 5,000
	62405 Material-pipe,pumps,meters	\$ 20,000	\$ 20,000	\$ 15,000
	62407 Generator Maint. & Repairs	\$ 8,500	\$ 8,500	\$ 10,000
Total	Maintenance & Repair	\$ 63,500	\$ 63,500	\$ 55,000
	Percentage of Total	4.60%	4.60%	13.91%
Professional Services				
	62502 Accounting/Audit Fees	\$ 8,250	\$ 8,250	\$ 12,000
	62503 Attorney Fees	\$ 1,100	\$ 1,100	\$ 1,250
62500	62511 Engineering Fees	\$ 1,100	\$ 1,100	\$ 1,250

	62512	Lab Fees	\$ 4,400	\$ 4,400	\$ 4,250
	62513	Contract Operator	\$ 90,000	\$ 90,000	\$ 90,000
Total		Professional Services	\$ 104,850	\$ 104,850	\$ 108,750
		Percentage of Total	7.60%	7.60%	27.50%
		Utilities			
62600	62601	Electric	\$ 8,000	\$ 8,000	\$ 8,000
	62604	Telephone	\$ 1,000	\$ 1,000	\$ 1,000
	62605	Answering Service	\$ -	\$ -	\$ -
Total		Utilities	\$ 9,000	\$ 9,000	\$ 9,000
		Percentage of Total	0.65%	0.65%	2.28%
		Services & Charges			
	62705	Contract Mowing Expense	\$ 1,650	\$ 1,650	\$ 1,650
	62712	Tap Installation	\$ 3,100	\$ 3,100	\$ 3,100
62700	62713	Storage Facilities	\$ 5,450	\$ 5,450	\$ 6,000
	62714	Johnson East Well Water Usage	\$ 500	\$ 500	\$ -
	62715	TCEQ	\$ 1,100	\$ 1,100	\$ 1,250
	62720	Other	\$ -	\$ -	\$ -
	62750	New Property Infrastructure	\$ -	\$ -	\$ 8,750
	62751	New Property Landscaping	\$ -	\$ -	\$ 3,250
	62752	New Property Maintenance	\$ -	\$ -	\$ 6,000
	62753	New Property Administration	\$ -	\$ -	\$ 5,000
Total		Services & Charges	\$ 11,800	\$ 11,800	\$ 35,000
		Percentage of Total	0.86%	0.86%	8.85%
		Membership Fees/Dues			
62800	62806	TRWA Membership	\$ 575	\$ 575	\$ 600
	62807	AWWA	\$ 425	\$ 425	\$ 425
Total		Membership Fees/Dues	\$ 1,000	\$ 1,000	\$ 1,025
		Percentage of Total	0.07%	0.07%	0.26%
		Capital Projects			
	62901	Water Tank Project	\$ -	\$ -	\$ -
62900	62905	Bond Issuance Cost	\$ 75,000	\$ 75,000	\$ -
	62906	Land Acquisition	\$ 750,000	\$ 750,000	\$ -
	62907	Water Infrastructure Impr.	\$ 175,000	\$ 175,000	\$ -
Total		Capital Projects	\$ 1,000,000	\$ 1,000,000	\$ -
		Percentage of Total	72.49%	72.49%	0.00%
62000		Water Fund Expenses	\$ 1,314,055	\$ 1,314,055	\$ 331,439.50
76000 - Interfund Transfers					
		Transfers In			
76010	76010	Transfers in from General Fund	\$ -	\$ -	\$ -
	76010	Transfers in From Solid Waste	\$ -	\$ -	\$ -
	76010	Other Transfers in	\$ -	\$ -	\$ -
Total		Transfers In	\$ -	\$ -	\$ -
		Transfers Out			
	76020-1	Transfers To General Fund	\$ 65,479	\$ 65,479	\$ 64,068
76020	76020-2	Transfers to Water Fund	\$ -	\$ -	\$ -
	76020-3	Transfers to Solid Waste Fund	\$ -	\$ -	\$ -
	76020-4	Transfers to GF CIP	\$ -	\$ -	\$ -
	76020-5	Transfers to HHWS CIP	\$ -	\$ -	\$ -
Total		Transfers Out	\$ 65,479	\$ 65,479	\$ 64,068
		Percentage of Total	4.75%	4.75%	16.20%
Total Revenues and Transfers In			\$ 1,379,534	\$ 1,379,534	\$ 433,950
Total Expenses and Transfers Out			\$ 1,379,534	\$ 1,379,534	\$ 395,508
Balance: Total Revenues and Transfers in Minus Total Expenses and Transfers out			\$ -	\$ -	\$ 38,442
Total Revenues, Transfers In Plus Beginning Balance			\$ 1,528,887	\$ 1,528,887	\$ 583,303
Ending Balance			\$ 149,353	\$ 149,353	\$ 187,796
30% Ending Balance			\$ 113,860		\$ (181,348)
50% Ending Balance			\$ 189,767		\$ (302,246)

9200 - Charges for Services		
<u>Amount</u>		
9210 Water Sales		Notes
1 Base Charges Highland Haven	\$ 222,500.00	314 Connections, \$59 per month
2 Base Charges Nobles/Shady Acres	\$ 72,950.00	95 Connections, \$64 per month
3 Base Charges Camp Champion	\$ 27,900.00	1 Connection, \$2250 per month
4 Volumetric Charges HH	\$ 34,250.00	Low End Volumetric Usage
5 Volumetric Charges Nob/SA	\$ 9,700.00	Low End Volumetric Usage
6 Volumetric Charges CC	\$ 2,600.00	Low End Volumetric Usage
Total	\$ 369,900.00	
9220 Tap Fees		
1 Tapp Fees	\$ 9,000.00	1-2 New Taps Annually
Total	\$ 9,000.00	
Total 9200	\$ 378,900.00	

9230 Miscellaneous Income		
<u>Amount</u>		
9231 Miscellaneous Income		Notes
1 Miscellaneous Income	\$ 200.00	Invoiced Repairs, Scrap Salvage, Misc.
Total	\$ 200.00	
Total 9230	\$ 200.00	

9250 - Interest and Income from Investments		
<u>VAR</u>		
9251 Interest Income		Notes
1 Interest Income from TexPool	\$ 2,000.00	Interest from Tex Pool Water Account
Total	\$ 2,000.00	
Total 9250	\$ 2,000.00	

9500 - Rental Income		
<u>VAR</u>		
9510 Building Rentals		Notes
1 Building Rental Fees	\$ 5,000.00	Rental of Storage Building
Total	\$ 5,000.00	
9520 RV/Covered Rentals		Notes
1 Power Covered Rental Fees	\$ 12,000.00	\$1500 per space, per year (8 spaces)
2 No Power Covered Rental Fees	\$ 9,600.00	\$800 per space, per year (12 spaces)
Total	\$ 21,600.00	
9530 Boat Trailer Rentals		
1 Boat Trailer Rental Fees	\$ 26,250.00	\$350 per space, per year (75 spaces)
Total	\$ 26,250.00	
9540 Miscellaneous Income		
1 Misc. Income	\$ -	Late fees, deposit forfeitures, misc.
Total	\$ -	
Total 9500	\$ 52,850.00	

9900 - Grant Funding		
<u>VAR</u>		
9910 Grant Funding		Notes
1 Grant Funding	\$ -	Any income from Grants
Total	\$ -	
Total 9900	\$ -	

9950 - Other Funding Sources		
<u>VAR</u>		
9951 2025 GO Bond Proceeds		Notes
1 Ad Valorem Taxes	\$ -	Funds received from 2025 GO Bonds
Total	\$ -	
Total 9950	\$ -	

62150 - Bond Expenses			
62151 Interest Expense (2019)			Notes
	1 March Interest Payment	\$ 1,044.75	First Interest Payment
	2 August Interest Payment	\$ 1,044.75	Second Interest Payment
	Total	\$ 2,089.50	
62152 Bond Principal (2019)			
	1 Computer Replacement	\$ 105,000.00	Principal Payment
	Total	\$ 105,000.00	
	Total 62150	\$	107,089.50

62200 - Administrative and Office			
62201 Office Supplies			Notes
	1 Billing Cards	\$ 1,600.00	\$400 Quarterly
	2 Pens, Pencils, Notepads, Etc.	\$ 400.00	As needed
	3 Cleaning Supplies	\$ 400.00	As needed
	4 Paper Goods	\$ 350.00	As needed
	Total	\$ 2,750.00	
62206 Software			
	1 RVS Software	\$ 2,000.00	Software that tracks usage and sends out bills
	2 Misc. Software for Water	\$ 500.00	Like Adobe
	Total	\$ 2,500.00	
62207 Postage			
	1 Postage for Bills	\$ 4,000.00	Prepaid with USPS, \$1,000 quarterly
	2 Postage	\$ 250.00	For late bills, letters, etc.
	Total	\$ 4,250.00	
62208 Public Notice Publication			
	1 Public Notice Costs	\$ 250.00	For any required public notice postings
	Total	\$ 250.00	
62210 Travel Reimbursement			
	1 Mileage Reimbursement	\$ 250.00	Mileage Reimbursement as needed for staff travel
	Total	\$ 250.00	
62211 Schools & Training			
	1 RVS Training	\$ 500.00	Training for RVS Software
	Total	\$ 500.00	
62212 Bank Fees			
	1 Bank Fees for GF Accounts	\$ 75.00	Bank fees associated with Water Fund
	Total	\$ 75.00	
62213 Food & Beverage			
	1 Town Hall Gatherings	\$ 900.00	Food/Drink for Town Hall events
	2 Misc. Food & Beverage	\$ 100.00	Misc. food/drink costs
	Total	\$ 1,000.00	
	Total 62200	\$	11,575.00

62350 - Chemicals			
62351 Chemicals			Notes
	1 Chlorine	\$ 4,000.00	Chlorine for water treatment, \$1,000 quarterly
	Total	\$ 4,000.00	
	Total 62350	\$	4,000.00

62400 - Maintenance & Repair			
62402	Repairs & Service Work		Notes
	1	AJ Management Repairs	\$ 10,800.00 \$150 per hr, six hours per month budgeted
	2	Well Repairs/Service	\$ 4,200.00 Labor costs for any well repairs or service
	3	3rd Party Repairs/Service	\$ 10,000.00 Labor costs for any 3rd party water repair
		Total	\$ 25,000.00
62403	Buildings/Infrastructure		
	1	Building updates at Water Plant	\$ 4,000.00 Lighting, insulation, etc.
	2	Updates to Storage Unit Rental	\$ 1,000.00 Storage racks, lighting, insulation, etc.
		Total	\$ 5,000.00
62405	Material-pipe, pump, meters		
	1	Water Meters & Materials	\$ 4,000.00 \$1,000 quarterly (2-5 new meters)
	2	Pipe and Service Line Materials	\$ 5,000.00 \$1,250 quarterly for new pipe as needed
	3	Pump and Pump related material:	\$ 4,000.00 New pumps, motors or controls/electrical
	4	Valves, fittings and misc. materiæ	\$ 2,000.00 Misc. valves, fittings, saddles, clamps, gaskets, etc.
		Total	\$ 15,000.00
62407	Generator Maint. & Repairs		
	1	Annual PM	\$ 2,000.00 Big annual performative maintenance
	2	Other 3 quarter PMs	\$ 3,000.00 Performative maintenance for other 3 quarters
	3	Generator materials/supplies	\$ 5,000.00 For replacment parts, repairs, etc for Generator
		Total	\$ 10,000.00
		Total 62400	\$ 55,000.00

62500 - Professional Services			
62502	Accounting/Audit Fees		Notes
	1	Annual Audit	\$ 7,500.00 General Fund portion of Annual Audit
	2	Accounting Fees	\$ 4,500.00 \$375 Monthly 3rd Party Accounting Cost
		Total	\$ 12,000.00
62503	Attorney Fees		
	1	Legal Opinions	\$ 450.00 As needed for water
	2	Monthly Meetings	\$ 450.00 As needed for water
	3	Appearances	\$ 350.00 As needed for water
		Total	\$ 1,250.00
62511	Engineering Fees		
	1	Engineering as needed	\$ 1,250.00 3rd Party Engineering Firm as needed
		Total	\$ 1,250.00
62512	Lab Fees		
	1	Lab fees	\$ 4,250.00 Water sent off to be tested in lab (state required)
		Total	\$ 4,250.00
62513	Contract Operator		
	1	AJ Management	\$ 90,000.00 Licensed Operator \$7,500 monthly (state required)
		Total	\$ 90,000.00
		Total 62500	\$ 108,750.00

62600 - Utilities			
62601	Electric		Notes
	1	Water Plant PEC	\$ 5,050.00 \$150 Monthly
	2	Well # 2 PEC	\$ 2,200.00 As needed
	3	Well # 5 PEC	\$ 750.00 As needed
		Total	\$ 8,000.00
62604	Telephone		
	1	Sensaphone	\$ 1,000.00 Monitor System for Water System
		Total	\$ 1,000.00
		Total 62600	\$ 9,000.00

62700 - Services & Charges			
62705 Contract Mowing Expense			Notes
	1 Mowing of Lot 409	\$ 1,650.00	12 mowings, \$137.50 per mow
	Total	\$ 1,650.00	
62712 Tap Installation			
	1 Tap Installation Materials	\$ 3,100.00	New tap materials and supplies (1-2 new taps)
	Total	\$ 3,100.00	
62713 Storage Facilities			
	1 Storage Unit - Small	\$ 650.00	Annual Cost to POA
	2 Storage Unit - Large	\$ 5,350.00	Annual Cost to POA
	Total	\$ 6,000.00	
62714 Johnson East Well Water Usage			
	1 Royalty Agreement for Well 5	\$ -	If owned by City, should no longer need
	Total	\$ -	
62715 TCEQ			
	1 TCEQ Annual Cost	\$ 1,000.00	Annual fee to TCEQ
	2 TCEQ Other Costs	\$ 250.00	Other fees as needed for TCEQ
	Total	\$ 1,250.00	
62750 New Property Infrastructure			
	1 Fencing	\$ 6,000.00	Annual Subscription for staff and elected officials
	2 Base Material	\$ 1,500.00	Annual Subscription for building permits
	3 Building	\$ 1,250.00	Monthly subscription for staff
	Total	\$ 8,750.00	
62751 New Property Landscaping			
	1 Landscaping	\$ 3,250.00	Landscape Materials for new property
	Total	\$ 3,250.00	
62752 New Property Maintenance			
	1 Mowing	\$ 5,400.00	12 Mowings at \$450 per mow
	2 Cleanup	\$ 600.00	Clean and Remove any debris on property
	Total	\$ 6,000.00	
62753 New Property Administration			
	1 Administrative & Office	\$ 5,000.00	Supplies needed to manage new property/rentals
	Total	\$ 5,000.00	
	Total 62700	\$	35,000.00

62800 - Memberships			
62806 TRWA			Notes
	1 Membership Fee TRWA	\$ 600.00	Texas Rural Water Assoc., Annual Fee
	Total	\$ 600.00	
62807 AWWA			
	1 Membership Fee AWWA	\$ 425.00	American Water Works Annual Fee
	Total	\$ 425.00	
	Total 62800	\$	1,025.00

62900 - Capital Projects			
62999 Capital Reserve			Notes
	1 Available for Capital Projects	\$ 38,442.42	Difference between Revenue and Expense for CP
	Total	\$ 38,442.42	
	Total 62900	\$	38,442.42



May 1, 2026

Subject: Item 13: Discussion on Water Infrastructure Bond

To the City of Highland Haven Board of Aldermen,

Background

This standing discussion item allows the Board to receive updates on the \$1 million general obligation bond approved by voters on November 4, 2025 (Proposition A), which authorized funding for water system upgrades and related infrastructure, including potential property acquisition for the water system.

Recent Development

There have been no new updates since the last meeting. Staff continues to monitor progress regarding communications with the property owner and other steps required for the bond and potential property acquisition. There is currently a drafted letter that should be sent to the property owner if no communication is received in the next few weeks.

As previously noted, once an agreement is in place for any property purchase, it generally takes 6–12 weeks to sell the bonds and finalize related transactions.

Sincerely,

Andy Adams

City Administrator

City of Highland Haven

(830) 265-4366

cityadministrator@highlandhaventx.com



May 1, 2026

Subject: Item 14: Discussion on City Attorney Update

To the City of Highland Haven Board of Aldermen,

Background

Staff has established a **monthly check-in meeting with the City Attorney** to improve communication, responsiveness, and coordination on legal matters. These recurring meetings were created following prior Board discussions, and staff has found them to be productive and beneficial.

In addition to general legal support, the City Attorney has been actively working with staff on **current Planning and Zoning Commission ordinances** that are under review. Draft ordinances have been shared with the City Attorney, and staff has received legal feedback and guidance on each item as they move through the P&Z process.

These monthly meetings also provide an opportunity to address other City matters requiring legal review or interpretation.

Purpose of This Discussion

As part of improving and formalizing these monthly check-ins, staff proposes including this item as a **standing agenda item** for the Board of Aldermen.

The intent is to provide a regular opportunity for the Board to identify:

- Items or questions you would like staff to take to the City Attorney for review or legal opinion
- Topics related to ordinances, policies, or operations that may benefit from legal guidance
- Issues the Board would like prioritized in upcoming meetings with the City Attorney

This approach ensures that:

- The Board has direct input on matters requiring legal review or advice
- Staff can prepare in advance to make the monthly check-in meetings efficient and focused
- The City Attorney is aware of Board priorities and can provide timely and relevant guidance



CITY OF
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Staff is not presenting recommendations at this time and is seeking direction from the Board on any items you would like included in future monthly meetings with the City Attorney.

Please let me know if you would like additional information prior to the meeting.

Sincerely,

Andy Adams

City Administrator

City of Highland Haven

(830) 265-4366

cityadministrator@highlandhaventx.com



May 1, 2026

Subject: Item 15: Discussion on Planning & Zoning Commission

To the City of Highland Haven Board of Aldermen,

Background

This item allows the Board of Aldermen to review current alderman assignments to the Planning and Zoning (P&Z) Commission and receive an update on the Commission's ongoing work.

Each Alderman appoints a Planning and Zoning Commissioner whose term aligns with the Alderman's own, in accordance with City ordinances. Current assignments remain in place unless otherwise directed by the Board.

The Planning and Zoning Commission continues to review several ordinance and planning matters at the direction of the Board. Staff has been coordinating closely with the City Attorney on these items and has provided the Commission with updated materials and legal feedback where available in advance of their next meeting scheduled for **May 14, 2026**.

Commission Work and Current Assignments

The following items are currently assigned to the Planning and Zoning Commission and are in various stages of review:

25-Foot Setback from the Lake

- Clarification of how the required 25-foot setback is measured on properties with inland boat slips or similar features.
- Legal guidance has been received from the City Attorney.
- Updated materials reflecting this legal feedback were provided to the Commission for discussion at the May 14 meeting.

Comprehensive Plan

- The Commission continues its review of Comprehensive Plan topic sections.
- Recent discussion has focused on document length, structure, and long-term usability.
- Revised materials and a streamlined option for the Community Vision & Values section have been provided to the Commission for review at the May 14 meeting.

Signs Ordinance

- An updated draft ordinance incorporating City Attorney edits has been completed.



- The revised draft reflects legal guidance regarding content-neutral regulation, enforcement, definitions, and consistency with state law.
- This updated draft has been provided to the Planning and Zoning Commission for review and discussion.

Water Wells

- Review of the City's existing prohibition on the drilling of new private water wells within the City limits.
- While the prohibition has been in place for several years, the current ordinance language is brief and lacks qualifying statements explaining purpose and authority.
- The City Attorney has provided **new recommended guidance language** clarifying the legal basis for the prohibition, including public health, groundwater protection, and protection of the City's municipal water system.
- Updated draft language reflecting this legal guidance has been provided to the Planning and Zoning Commission for review.

Private Water Storage / Well Storage Tanks

- Consideration of regulations related to **private water storage tanks used in conjunction with private wells**, distinct from rainwater harvesting systems.
- This issue arose following a prior installation of a storage tank used to pump water from a private well to increase on-site water supply.
- The City's current ordinances do not specifically address this type of storage system.
- Staff has proposed adding a new section to the existing **rainwater harvesting ordinance** to address private water storage tanks.
- Initial legal comments have been received from the City Attorney, and staff is **awaiting additional follow-up feedback** before returning the item to the Commission for further discussion.

No formal action is requested at this time.

Sincerely,

Andy Adams

City Administrator

City of Highland Haven

(830) 265-4366

cityadministrator@highlandhaventx.com



May 1, 2026

Subject: Item 16: Discussion on Legislative Updates

To the City of Highland Haven Board of Aldermen,

Background

This standing item provides an opportunity to discuss legislative developments at the Texas Legislature or federal level that may impact municipalities. While the next regular Texas Legislative Session will not occur until 2027, interim legislative activity, stakeholder discussions, and regional coordination efforts frequently shape the legislation that is ultimately filed and considered.

At the April meeting, staff updated the Board on interim legislative activity and a regional meeting attended by the Mayor and City Administrator with other Hill Country mayors, city administrators, and state legislative representatives. That meeting highlighted continuing concerns among smaller cities regarding the impact of statewide policy proposals, communication with state leadership, and the challenges associated with managing growth, infrastructure, and limited resources.

Legislative Update

a. Interim Legislative Activity

As previously noted, interim charges issued by legislative leadership are underway and are expected to inform bills filed during the 2027 Legislative Session. Staff continues to monitor developments through Texas Municipal League (TML) updates, legislative briefings, and regional discussions.

Many of the policy areas under review—including water, infrastructure, taxation, and regulation of development—have potential downstream impacts on small municipalities, even when not specifically targeted at them.

b. Regional Collaboration Effort – Hill Country Cities

As a direct follow-up to the regional meeting discussed at the last Board update, several mayors from Hill Country communities have begun conversations about forming a **regional alliance of Hill Country cities**.

The initial concept is reflected in a **draft “Compact of Mayors for a Regional Alliance of Hill Country Cities.”** Participation is entirely voluntary, and the document is intended to serve as a



shared statement of common concerns and priorities rather than a formal legal entity or governing body.

The draft compact emphasizes:

- Recognition that Texas is not one-size-fits-all, and that legislation designed for large metropolitan areas often creates unintended consequences for smaller Hill Country communities
- Shared regional challenges related to:
 - Water supply and conservation
 - Wastewater infrastructure capacity
 - Transportation and traffic impacts
 - Flooding, drought, and climate extremes
 - High-impact development (including large-scale industrial uses and data centers)
- The importance of regional coordination, shared advocacy, and a unified voice when engaging with state agencies and legislators
- Preservation of the character, resources, and long-term sustainability of Hill Country communities

The intent of the compact is not to lobby on specific bills, but to foster communication, information-sharing, and coordination among similarly situated cities and to highlight the need for legislative approaches that recognize regional differences.

Purpose of This Discussion

The purpose of this item is to:

- Update the Board on ongoing legislative and interim-session developments
- Inform the Board of emerging regional coordination efforts among Hill Country cities
- Discuss whether participation in a Hill Country Cities alliance or similar regional collaboration is something the City of Highland Haven wishes to explore further

No action is requested at this time.

Moving Forward



Staff will:

- Continue monitoring legislative developments during the interim period
- Track discussions related to the proposed Hill Country Cities compact
- Return to the Board with additional information if the regional effort becomes more defined or if Board direction is requested

Please let me know if the Board would like additional information on a specific legislative topic or assistance developing a local legislative communication strategy.

Sincerely,

Andy Adams

City Administrator

City of Highland Haven

(830) 265-4366

cityadministrator@highlandhaventx.com



May 1, 2026

Subject: Item 17: Discussion on Code Enforcement

To the City of Highland Haven Board of Aldermen,

Background

Recent changes in Texas state law have affected how municipalities may carry out code enforcement activities. As a result of these changes, the City can no longer rely on volunteers or elected officials to issue code enforcement notices, as was done in the past.

To ensure the City remains compliant with state law while continuing to address community concerns, staff is adjusting internal procedures and preparing for a transition to a formally authorized code enforcement process.

Later this summer, the City Administrator plans to attend a one-week training course in basic code enforcement in order to obtain a **Code Enforcement Officer-in-Training designation**, which is permitted under the revised state requirements. This will allow the City to continue issuing code-related notices in a manner consistent with current law.

Current Approach

In the interim, staff continues to receive and respond to resident concerns related to ordinance compliance. Recent issues reported to the City include:

- Overgrown or unmowed lawns
- Boat trailers parked in grass or non-approved locations
- Burning and controlled burn concerns

While the City works toward formal code enforcement certification, staff will address these matters by issuing **courtesy compliance letters**. These letters are intended to:

- Notify property owners of applicable ordinances
- Clearly explain what actions are needed to remain in compliance
- Encourage voluntary correction with a deadline

When necessary, letters will be accompanied by **photographs** to provide clarity. Staff will also **track issued notices internally** to document follow-up and identify recurring issues.



This approach allows the City to remain responsive to resident concerns, promote compliance, and reduce the need for more formal or costly enforcement actions wherever possible.

Purpose of This Discussion

The purpose of this item is to:

- Update the Board on changes affecting code enforcement procedures
- Explain the interim approach being used to address ordinance concerns
- Outline steps being taken to formalize code enforcement authority later this year

No action is requested at this time.

Moving Forward

Staff will:

- Continue issuing courtesy compliance letters and documenting outreach efforts
- Attend required training to obtain Code Enforcement Officer-in-Training designation
- Return to the Board with updates as code enforcement procedures are formalized

Please let me know if you would like additional information prior to the meeting.

Sincerely,

Andy Adams

City Administrator

City of Highland Haven

(830) 265-4366

cityadministrator@highlandhaventx.com



May 1, 2026

Subject: Item 18: Discussion on Drainage Issues

To the City of Highland Haven Board of Aldermen,

Background

This recurring item is included on the agenda to allow discussion of any reported drainage concerns (e.g., flooding, standing water, culverts, or stormwater issues) following rain events or resident reports. It helps document problems for potential follow-up or improvements.

Update

We have received some pretty substantial rainfall since the last Board meeting, however staff has not been made aware of any new drainage complaints or issue. No standing water or flooding events were noted in that period, beyond normal expectations.

This item remains on the agenda as a precautionary placeholder in case of future rain. In order to tackle any drainage issues, the City will need to consider program or project costs in the upcoming budget cycle. Discussion only if the Board has observations or resident feedback to share—no action requested.

Sincerely,

Andy Adams

City Administrator

City of Highland Haven

(830) 265-4366

cityadministrator@highlandhaventx.com



May 1, 2026

Subject: Item 19: Discussion on Water System

To the City of Highland Haven Board of Aldermen,

Background

This standing item allows the Board to review matters related to the City's water system, including maintenance and operations, regulatory compliance, and coordination with the Central Texas Groundwater Conservation District (CTGCD).

a. Maintenance, Operations, and Reporting

- Staff has completed the City's **annual water system audit** required by the **Texas Water Development Board (TWDB)**.
- Staff has also completed and submitted the City's **annual groundwater pumping report** to the **Central Texas Groundwater Conservation District**.
- There are no new maintenance or operational issues to report at this time. Staff will continue working with the City's water operator to identify and address any needs as they arise.

b. Central Texas Groundwater Conservation District

- The Central Texas Groundwater Conservation District is in the process of **moving into its new facility** and has indicated that its **next Board meeting in May will be held at the new location**.
- Staff will continue monitoring District activities, communications, and regulatory actions that may affect the City's water system and groundwater permit.

Purpose of This Discussion

This item is intended to provide the Board with an update on water system operations, required state and district reporting, and coordination with the Central Texas Groundwater Conservation District. No action is requested at this time.

Sincerely,

Andy Adams

City Administrator

City of Highland Haven

(830) 265-4366

cityadministrator@highlandhaventx.com



May 1, 2026

Subject: Item 20: Discussion on Solid Waste Services

To the City of Highland Haven Board of Aldermen,

Background

This recurring item allows review of the City's solid waste collection services, including contract performance, resident feedback, and any operational guidelines.

Update

There are no new updates regarding Solid Waste Services in regards to our Waste Management contract. We will continue to monitor this program and provide feedback on any issues or problems as they arise.

Sincerely,

Andy Adams

City Administrator

City of Highland Haven

(830) 265-4366

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