



CITY OF HIGHLAND HAVEN

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

AGENDA – REGULAR BOARD OF ALDERMEN MEETING

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

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 June 30, 2026 BOA Special Meeting

7. Public Hearing: Ordinance #0056 Rev. 18: An ordinance of the City of Highland Haven, Texas, amending the zoning ordinance §9.02.004(b)(3)(A) by clarifying the 25' setback, making findings of fact, and providing for related matters.

- a. Open Public Hearing
- b. Accept Public Comments
- c. Close Public Hearing

8. **Discussion and/or Possible Action:** Ordinance #0056 Rev. 18 - An ordinance of the City of Highland Haven, Texas, amending the zoning ordinance §9.02.004(b)(3)(A) by clarifying the 25' setback.
9. **Discussion and/or Possible Action:** Flag Project by Highland Haven Ladies' Club
 - a. Placement on private property, not right-of-way
10. **Convene into Executive Session** as per Texas Govt. Code §551.072 to discuss Real Property.
 - a. Closed Session:
 1. Discuss real property.
 - b. Open Session: Reconvene into Open Session.
11. **Discussion and/or Possible Action** on Executive Session matters.
12. **Discussion and/or Possible Action:** Texas Municipal League Intergovernmental Risk Pool Board of Trustees Nominations

DISCUSSION / INFORMATION ITEMS

13. Discussion – City Budget
 - a. Budget Presentation
 - b. Budget Calendar
14. Water Infrastructure Bond
15. Review Assignments for the Planning & Zoning Commission
 - a. Review of Current Planning & Zoning Assignments
 - b. Next regular P&Z meeting is scheduled for July 9, 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. LCRA Response to Public Comments on Collier Quarry Expansion Project
 1. Mayor Kelley's Inquiry and Comments
 2. LCRA Response to Public Comments
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 Meeting:

- Regular Meeting – Tuesday, July 21, 2026 at 7:00 PM at Highland Haven Community Center

Adjournment.

Posted: June 30, 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 JUNE 30, 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 – SPECIAL BOARD OF ALDERMEN MEETING

DATE: June 30, 2026 (Rescheduled from June 16, 2026)
TIME: 9:00 AM
PLACE: Roscoe Holt Highland Haven City Hall, 510-A Highland Drive, Highland Haven, TX

1. Open Meeting and Establish Quorum/Roll Call – **Mayor Kelley called the meeting to order at 9:00 AM.**

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. 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.)

There were no public comments.

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 June 2, 2026 BOA Regular Meeting
- b. Sales Tax Report – June 2026
- c. Water Pumping Report – May 2026
- d. Financial Report – May 2026
- e. Building Permit Report – May 2026

f. Traffic Report – May 2026

Don Hagans made a motion to accept the Consent Items; seconded by Lynn Smith.

Vote: 4-0

7. **Discussion and/or Possible Action:** City Sign

Terry Smith made a motion to authorize the City Administrator to spend up to \$20,000.00 on a sign from the proposals we have received; seconded by Terry Nuss.

Vote: 4-0

8. **Convene into Executive Session** as per Texas Govt. Code §551.072 to discuss Real Property.

a. Closed Session:

i. Discuss real property.

b. Open Session: Reconvene into Open Session.

There was no Executive Session.

9. **Discussion and/or Possible Action** on Executive Session matters.

No action was taken.

DISCUSSION / INFORMATION ITEMS

10. Discussion – City Budget

a. Budget Presentation

b. Budget Calendar

11. Water Infrastructure Bond

12. Review Assignments for the Planning & Zoning Commission

a. Review of Current Planning & Zoning Assignments

b. Next regular P&Z meeting is scheduled for July 9, 2026 at Highland Haven Community Center at 6:00 PM.

13. Legislative Updates

14. Code Enforcement

15. Drainage Issues

16. Review Water System

a. Water System Maintenance or Issues

b. Central Texas Groundwater District

17. Review Solid Waste Services

- 18. Mayor's Report
- 19. Aldermen Comments
- 20. City Staff Comments

- a. City Administrator
- b. City Secretary

Next Board of Aldermen Meeting:

- Regular Meeting – Tuesday, July 7, 2026 at 7:00 PM at Highland Haven Community Center

Terry Smith made a motion to adjourn the meeting; seconded by Terry Nuss.

Vote: 4-0

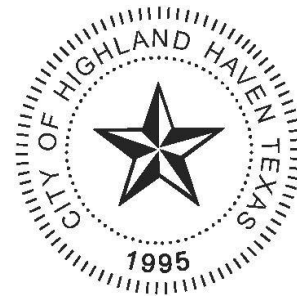
Adjournment.

The meeting was adjourned at 10:34 AM.

Olan Kelley, Mayor

Attest:

Sarah Collard, City Secretary



ORDINANCE #056 REV 18

AN ORDINANCE OF THE CITY OF HIGHLAND HAVEN, TEXAS, AMENDING THE ZONING ORDINANCE §9.02.004(b)(3)(A) BY CLARIFYING THE 25’ SETBACK; MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the original deed restrictions for the development of Highland Haven specify a 25’ setback from the water for a structure, and

WHEREAS, the language of the ordinances for the City of Highland Haven do not currently specify the point from which the 25’ setback is measured, 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 by the Planning and Zoning Commission and finds that a clarification of the starting measuring point is necessary.

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 18, as amended, clarifies the language of §9.02.004(b)(3)(A) to read “No residence, building, and/or outside appliance shall be constructed closer than twenty-five (25) feet to the navigable channel of Lake LBJ at its normal water level of eight hundred twenty-five (825) feet above mean sea level. Inland boat slips, cuts, or similar man-made features shall not be used as the point of measurement for the required setback.”

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

ORDINANCE [REDACTED]

Commented [BB1]: Removed reference to former zoning code adopted

AN ORDINANCE OF THE CITY OF HIGHLAND HAVEN, TEXAS, AMENDING THE ZONING ORDINANCE §9.02.004(b)(3)(A) BY CLARIFYING THE 25' SETBACK; MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the original deed restrictions for the development of Highland Haven specify a 25' setback from the water for a structure, and

WHEREAS, the present language of the ordinances for the City of Highland Haven does not clearly currently specify the point from which the 25' setback is measured, and

WHEREAS, all development activity comes under the oversight of LCRA and its Technical Manuals and Construction Standards and such Technical Manuals and Construction Standards note that the 25' setback should be measured from the navigable channel of Lake LBJ at its normal water level (825 feet above sea level); and 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 by the Planning and Zoning Commission and finds that a clarification of the starting measuring point is necessary.

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. The City's Zoning Ordinance, is hereby as amended in Section, clarifies the language of §9.02.004(b)(3)(A) to read "No residence, building, and/or outside appliance shall be constructed closer than twenty-five (25) feet to the navigable channel of Lake LBJ at its normal water level of eight hundred twenty-five (825) feet above mean sea level. Inland boat slips, cuts, or similar man-made features shall not be used as the point of measurement for the required setback."

Commented [BB2]: Is this intended to grandfather the current placement that exists in HH and any future building must adhere to and abide by this change on or after it's adoption?

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

C:\Users\9G05XQ2\Documents\3-Ordinances + Resolutions\ORDINANCES\Current Ordinances\ORDINANCE - Clarifying 25' Setback.bbww.07012026.docx C:\Users\9G05XQ2\Documents\3-Ordinances + Resolutions\ORDINANCES\Current Ordinances\ORDINANCE #056-REV 18 - Clarifying 25' Setback.docx

[City Attorney Comments](#)

Sarah Collard, City Secretary

Olan Kelley, Mayor

Keep the 25-foot measurement required to be taken from the navigable channel of Lake LBJ at its normal water level (825 feet above sea level). Add, because all development activity comes, additionally, under the oversight of LCRA and its Technical Manuals and Construction Standards, it must additionally be reviewed and, if required, a permit and approval must be sought from LCRA and provided to the City prior to any construction activity begins.

[C:\Users\9G05XQ2\Documents\3-Ordinances + Resolutions\ORDINANCES\Current Ordinances\ORDINANCE - Clarifying 25' Setback.bbww.07012026.docx](#)[C:\Users\9G05XQ2\Documents\3-Ordinances + Resolutions\ORDINANCES\Current Ordinances\ORDINANCE #056-REV-18 - Clarifying 25' Setback.docx](#)

JUN 25 2026

Received



June 17, 2026

TO: All TML Intergovernmental Risk Pool Members
FROM: David Reagan – TMLIRP Board Secretary
RE: Nominations to the Board of Trustees of the Texas Municipal League Intergovernmental Risk Pool

It's time for nominations to fill four positions on the TML Intergovernmental Risk Pool Board of Trustees. The Board is comprised of fifteen voting members, twelve of whom are elected by the Pool's membership to serve staggered, six-year terms.

- **WHO/WHAT:** Every even-numbered year, the term of office for one-third of the elected Trustees expires, and an election is held to fill those designated Places. Terms for Trustees in Places 1 – 4 expire October 1, 2026. (Place 5 is an appointed, rather than elected, public member.) Those places are currently held by the following individuals:
 - Place 1 – J.W. “Buzz” Fullen, Commissioner, Henderson Housing Authority
 - Place 2 – Emily Crawford, City Manager, Abilene
 - Place 3 – David Rutledge, Mayor, Bridge City
 - Place 4 – Austin Bless, City Manager, Jersey Village

The composition of the entire Board is on the back of this notice. Eligibility requirements for Places 1 - 4 are as follows:

- Place 1 – Elected official or employee of any Pool Member
- Places 2, 3, & 4 – Only elected officials or employees of a municipality that is a Pool Member
- **WHEN: Nominations must be received by the Board Secretary at the address below by 11:59 p.m. on Friday, August 2, 2026.**
- **WHERE/HOW:** Each Board member is elected to a designated Place on the Board, and all nominations must show WHICH of the Places – 1, 2, 3, or 4 – for which the nomination is made. (No residency or other requirement applies.) The governing body of each Member of the Pool may nominate one qualified person for the election. Nominations must be mailed to the Board Secretary, with a short biographical sketch of the nominee and showing the designated Place for which the nomination is made, to the following address:

Trustee Nomination
Board Secretary
P. O. Box 149194
Austin, Texas 78714-9194

The Board Secretary will distribute a ballot to each Pool Member by August 17, 2026. Questions? Contact David Reagan, Board Secretary, at 512-491-2300.

Current Texas Municipal League Intergovernmental Risk Pool Board of Trustee Members and the date their terms expire include:

Place 5 (Oct. 1, 2026)
Bert Lumbreras, Chair
Appointed Public Member

Place 10 (Oct. 1, 2028)
Michael Alexander
Appointed Public Member

Place 4 (Oct. 1, 2026)
Austin Bless, Vice Chair
City Manager, City of Jersey Village

Place 11 (Oct. 1, 2030)
Randy Criswell,
City Manager, City of Wolfforth

Place 1 (Oct. 1, 2026)
J.W. "Buzz" Fullen
Commissioner, Henderson Housing Authority

Place 12 (Oct. 1, 2030)
Allison Heyward
Councilmember, City of Schertz

Place 2 (Oct. 1, 2026)
Emily Crawford
City Manager, City of Abilene

Place 13 (Oct. 1, 2030)
Harlan Jefferson
Deputy City Manager, City of Burleson

Place 3 (Oct. 1, 2026)
David Rutledge
Mayor, City of Bridge City

Place 14 (Oct. 1, 2030)
Mike Land
City Manager, City of Coppell

Place 6 (Oct. 1, 2028)
Kimberly Meisner
Assistant City Manager, City of Kerrville

Place 15 (Oct. 1, 2030)
Rickey Childers
Appointed Public Member

Place 7 (Oct. 1, 2028)
Mary M. Dennis
Mayor, City of Live Oak

TML Representative
Holly Gray
Mayor Pro Tem, City of Roanoke

Place 8 (Oct. 1, 2028)
Chris Coffman
City Manager, City of Granbury

TML Representative
Monty Wynn
Executive Director, Texas Municipal League

Place 9 (Oct. 1, 2028)
Opal Mauldin-Jones.
City Manager, City of Lancaster



July 2, 2026

Subject: Item 13: Discussion on City Budget

To the City of Highland Haven Board of Aldermen,

Background

The City has completed preparation of the proposed FY 2026–27 budget and will file the proposed budget on **July 6, 2026**, in accordance with State requirements.

The proposed budget reflects the City’s continued focus on:

- Maintaining essential services
- Aligning revenue with the cost of providing those services
- Preserving financial stability across all funds
- Beginning more structured planning for future infrastructure needs

The budget is organized into three primary funds:

- **General Fund** – supports core City operations and essential services
- **Water Fund** – supports the operation and maintenance of the water system
- **Solid Waste Fund** – supports trash and recycling services

Overview of Proposed Budget

General Fund

The General Fund budget is designed to fully fund essential City services using stable, City-controlled revenue sources.

- Total essential service costs: **\$526,568**
- Transfers from Water and Solid Waste Funds: **\$89,068**
- Property tax revenue required: **\$437,500**

The proposed property tax rate is **\$0.16571 per \$100 valuation**, which generates the revenue needed to maintain current service levels and reduces reliance on fund balance.

Water Fund



The Water Fund is a self-supporting enterprise fund designed to maintain a safe, reliable, and compliant water system.

- Proposed revenues: approximately \$445,050
- Modest base rate adjustments are included
- No changes to volumetric (usage) rates

The fund remains structurally balanced and continues to support:

- Ongoing system operations
- Engineering and system planning
- Long-term infrastructure needs

Solid Waste Fund

The Solid Waste Fund also operates as a **self-supporting enterprise fund**.

- Total revenues: approximately **\$148,490**
- Total expenses: approximately **\$148,320**

The fund remains:

- Structurally balanced
- Contract-driven
- Focused on cost recovery

The proposed budget maintains current service levels, including weekly trash and bi-weekly recycling.

Public Information and Transparency

To support transparency and public understanding, the City has prepared a comprehensive budget presentation video explaining:

- How the budget is structured
- How the property tax rate is calculated
- How funds are used
- How Highland Haven compares to surrounding communities



The video can be accessed here:

[!\[\]\(f024d36410e36011059c73f7d7908105_img.jpg\) **Highland Haven FY 26-27 Proposed Budget Presentation**](#)

Residents are encouraged to review this video to better understand the proposed budget prior to adoption.

Budget Process – Texas Requirements

Under Texas Local Government Code requirements for General Law cities:

- The proposed budget must be **filed for public inspection at least 30 days prior to adoption**
- The budget must remain available for review
- The governing body must hold meetings and allow discussion before adopting the budget

The filing of the proposed budget begins the formal review process.

Important Notes Regarding the Proposed Tax Rate

- The proposed tax rate is based on preliminary certified values
- Updated certified property values are expected on **July 25, 2026**
- The tax rate may be **adjusted slightly** prior to adoption based on those final values

The overall approach will remain the same:

The City will determine the revenue needed to fund essential services and apply updated values to calculate the rate.

Next Steps Toward Adoption

The City's planned budget timeline is as follows:

- **July 6, 2026** – Proposed budget filed for public inspection
- **July 7, 2026** – Budget formally presented to the Board of Aldermen
- **July–August** – Budget included on each meeting agenda for:
 - Board review and discussion
 - Potential revisions
 - Public input



- **August 10-11, 2026 (anticipated)** – Budget and tax rate adoption

This approach allows:

- Ongoing transparency
- Flexibility for adjustments
- Multiple opportunities for public and Board input

Key Consideration

At this stage, no action is required other than acknowledgement of the filing of the proposed budget and initiation of the review process.

Staff Recommendation

Staff recommends that the Board acknowledge the filing of the FY 2026–27 proposed budget and proceed with the scheduled review process leading to adoption.

Sincerely,

Andy Adams

City Administrator

City of Highland Haven

(830) 265-4366

cityadministrator@highlandhaventx.com

Highland Haven General Fund Operating Draft Budget Options		Projected Ending Budget FY 25-26 TR.:1505	Proposed Budget FY 26-27 Proposed TR.:16571
<u>Tax Rate</u>		0.15050	0.16571
<u>Tax Rate Real</u>		0.00151	0.00166
<u>Total Taxable Value</u>		265,280,620	264,009,916
<u>Beginning Balance</u>	\$	749,533	\$ 741,712
Total Funding			
Total General Fund Revenue	\$	556,025	\$ 558,495
Total Transfers In	\$	85,479	\$ 89,068
Total Use of Fund Balance	\$	7,821	\$ 49,605
Total Funding All Sources	\$	649,325	\$ 697,168
Total Expenses			
Total General Fund Expenses	\$	649,325	\$ 697,563
Total Transfers Out	\$	-	\$ -
Total Expenses	\$	649,325	\$ 697,563
Budget Balance	\$	-	\$ (394.85)
Total Ending Balance	\$	741,712	\$ 691,712
8000 - General Fund Revenues			
Taxes			
8100	8110 Property Taxes Collected	\$ 400,000	\$ 437,500
	8140 Sales Tax	\$ 75,000	\$ 35,000
Total	Taxes	\$ 475,000	\$ 472,500
Franchise Fees			
8200	8210 Cable TV	\$ 4,800	\$ 5,000
	8220 Electrical	\$ 24,000	\$ 25,000
	8230 Telephone	\$ 200	\$ 200
Total	Franchise Fees	\$ 29,000	\$ 30,200
Development Services			
8300	8310 Building Permit Fees	\$ 15,000	\$ 20,000
	8330 Inspection Fees	\$ 12,000	\$ 10,000
	8340 Clean up Deposit Forfeitures	\$ -	\$ -
Total	Development Services	\$ 27,000	\$ 30,000
Other Income			
8400	8410 ROW-License Agreement	\$ 500	\$ 500
	8420 Misc Income	\$ -	\$ -
Total	Other Income	\$ 500	\$ 500
Charges for Services			
8500	8510 Lot Mowing Program Fees	\$ 1,250	\$ 2,720
	8520 Copy, FAX & Phone Usage	\$ -	\$ 25
	8530 Newsletter Copy Fee	\$ 150	\$ 250
	8540 Newsletter Postage Fee	\$ 300	\$ 350
	8550 Replat & Variances	\$ 1,200	\$ 1,200
Total	Charges for Services	\$ 2,900	\$ 4,545
Public Safety			
8600	8610 Burnet Child Safety	\$ 700	\$ 700
	8620 OPIOD Abatement	\$ 50	\$ 50
Total	Public Safety	\$ 750	\$ 750
Donations & Contributions			
8800	8801 Donations/Sponsorships	\$ 875	\$ -
	8810 Grants	\$ -	\$ -
Total	Donations & Contributions	\$ 875	\$ -
Interest & Income from Investments			
8900	8910 Interest Income	\$ 20,000	\$ 20,000
Total	Interest & Income from Investments	\$ 20,000	\$ 20,000
8000	General Fund Revenue	\$ 556,025	\$ 558,495
60000 - General Fund Expenses			
Personnel Services			
	61101 Administrative Services	\$ 95,500	\$ 101,220

	61102 City Secretary	\$	59,000	\$	64,680
	61103 Accounting/Utility Coordinator	\$	52,000	\$	53,820
	61104 Building Permits/Development	\$	16,000	\$	17,000
61100	61105 Temporary Employees	\$	3,000	\$	15,000
	61110 FICA Matching	\$	19,139	\$	21,046.68
	61111 Texas Workforce Commission	\$	700	\$	750
	61112 Direct Deposit Fees	\$	250	\$	250
	61113 Health Insurance/Stipend	\$	22,680	\$	23,400
	61114 TMRS	\$	26,000	\$	27,862
Total	Personnel Services	\$	294,269	\$	325,028.23
	Administrative & Office				
	61201 Office Supplies	\$	2,875	\$	3,000
	61202 Equipment Replacement	\$	8,000	\$	8,000
	61203 Newsletter Copy Charge	\$	200	\$	250
	61204 Newsletter Postage	\$	500	\$	500
	61205 Printing Binding Reproduction	\$	1,000	\$	1,250
	61206 Software	\$	7,000	\$	7,000
61200	61207 Postage	\$	850	\$	850
	61208 Public Notice Publication	\$	2,150	\$	2,150
	61209 Variances & Re-plats	\$	1,100	\$	1,100
	61210 Travel Reimbursement	\$	550	\$	1,000
	61211 Schools & Training	\$	8,000	\$	10,000
	61212 Recognition & Awards	\$	300	\$	1,000
	61213 Food & Beverage	\$	1,000	\$	1,000
	61214 Bank Fees	\$	25	\$	150
Total	Administrative & Office	\$	33,550	\$	37,250.00
	Street Maintenance & Repair				
61300	61301 Contract Repair	\$	4,000	\$	6,000
	61302 Street Material & Supplies	\$	6,700	\$	6,500
Total	Street Maintenance & Repair	\$	10,700	\$	12,500.00
	Maintenance & Repair				
61400	61401 Equipment Repair & Maintenance	\$	3,000	\$	3,000
	61402 Buildings/Infrastructure	\$	25,000	\$	5,000
	61403 Stormwater Management	\$	-	\$	-
Total	Maintenance & Repair	\$	28,000	\$	8,000.00
	Professional Services				
	61501 Judge Expense	\$	1,200	\$	1,200
	61502 Accounting/Audit Fees	\$	12,000	\$	12,000
	61503 Attorney Fees	\$	5,750	\$	12,000
	61504 Ordinance Codification	\$	4,000	\$	4,500
	61505 Burnet County Tax Appraisal Fee	\$	5,250	\$	5,895
	61506 Information Technology Support	\$	5,000	\$	18,000
61500	61507 Lobbying Expense	\$	-	\$	-
	61508 Burnet County Election Fee	\$	2,500	\$	5,000
	61509 Consultants	\$	2,200	\$	2,250
	61510 Web Site Hosting	\$	5,000	\$	5,000
	61511 Recruitment	\$	1,000	\$	1,000
	61512 Interactive Web Map Hosting	\$	5,000	\$	5,000
	61520 Fund Accounting Software	\$	-	\$	12,000
	61521 Code Enforcement	\$	-	\$	5,000
Total	Professional Services	\$	48,900	\$	88,845.00
	Utilities				
61600	61601 Electric	\$	1,150	\$	1,250
	61605 Communications	\$	8,250	\$	8,250
Total	Utilities	\$	9,400	\$	9,500.00
	Charges For Services				
	61701 Janitorial Service	\$	500	\$	700
	61702 Inspection Fees	\$	7,300	\$	7,300
	61705 Contract Mowing	\$	2,000	\$	4,500
61700	61706 Landscaping	\$	2,500	\$	5,000
	61708 Buoy Maintenance	\$	6,000	\$	8,000
	61709 Lot Mowing Program Expense	\$	2,000	\$	2,150

	61710 Insurance	\$	6,382	\$	10,000
	61711 Notary Public Cert.	\$	400	\$	400
	61712 Treasures Bond	\$	325	\$	325
Total	Charges For Services	\$	27,407	\$	38,375.00
	Membership Fees/Dues				
	61801 CAPCOG	\$	50	\$	50
	61802 Misc.	\$	-	\$	-
61800	61803 Texas Municipal League	\$	684	\$	700
	61804 CAMPO	\$	360	\$	365
	61805 Texas Municipal Clerks Assoc.	\$	125	\$	185
	61806 Texas City Managers Assoc.	\$	300	\$	350
Total	Membership Fees/Dues	\$	1,519	\$	1,650.00
	Public Safety				
	61901 Security Camera/Flock Annual	\$	10,000	\$	9,000
61900	61902 Granite Shoals VFD	\$	92,880	\$	95,665
	61903 Marble Falls EMS	\$	15,400	\$	16,250
	61904 Emergency Response Supplies	\$	500	\$	500
	61905 Emergency Management Pro.	\$	5,000	\$	5,000
Total	Public Safety	\$	123,780	\$	126,415.00
	Capital Outlay				
	62904 Bond Interest Payments	\$	46,800	\$	50,000
62900	62906 City Tools	\$	5,000	\$	-
	62907 Fund Accounting Software	\$	20,000	\$	-
	62908 Capital Reserve/Ending Balance	\$	-	\$	-
Total	Capital Outlay	\$	71,800	\$	50,000
60000	General Fund Expenses	\$	649,325	\$	697,563

76000 - Interfund Transfers

	Transfers In				
76010	76010 Transfers in from HHWS Fund	\$	65,479	\$	62,347.65
	76010 Transfers in From Solid Waste	\$	20,000	\$	26,720.42
	76010 Other Transfers in	\$	-	\$	-
Total	Transfers In	\$	85,479	\$	89,068.07
	Transfers Out				
	76020-1 Transfers To General Fund	\$	-	\$	-
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	\$	-	\$	-
	Total Revenues and Transfers In	\$	641,504	\$	647,563
	Total Expenses and Transfers Out	\$	649,325	\$	697,563
	Balance: Total Revenues and Transfers in Minus Total Expenses and Transfers out	\$	(7,821)	\$	(50,000.00)
	Total Revenues, Transfers In Plus Beginning Balance	\$	1,391,037	\$	1,389,275
	Ending Balance	\$	741,712	\$	691,712
	30% Ending Balance	\$	194,797	\$	209,269
	50% Ending Balance	\$	324,662	\$	348,782

Ending Balance Breakdown (Savings Buckets)

	Total Ending Balance	\$	741,712	\$	691,712
	Below shows how the ending balance is broken up into savings categories				
	Operating Reserve (Min. 42% of Expenses/5 Months)	\$	300,000	\$	300,000
	Emergency Fund (Min. \$125,000)	\$	125,000	\$	125,000
	Capital and Facility Funds (Min. \$125,000)	\$	125,000	\$	125,000
	Grant Matching Funds	\$	75,000	\$	75,000
	Contingency Available	\$	116,712	\$	66,712

Highland Haven Water Fund Operating Proposed Budget		Projected Budget FY 25-26	Proposed Budget FY 26-27
		\$ 149,353	\$ 149,353
Beginning Balance		\$ 149,353	\$ 149,353
9000 - Water Fund Revenues			
Charges for Services			
9200	9210 Water Sales Base Charges	\$ 322,272	\$ 334,000
	9210 Water Sales Volumetric Charges	\$ 46,562	\$ 47,000
	9220 Tap Fees	\$ 9,000	\$ 9,000
Total	Charges for Services	\$ 377,834	\$ 390,000
Miscellaneous Income			
9230	9231 Miscellaneous Income	\$ 200	\$ 200
Total	Miscellaneous Income	\$ 200	\$ 200
Interest & Income from Investments			
9250	9251 Interest Income	\$ 1,500	\$ 2,000
Total	Interest & Income from Investments	\$ 1,500	\$ 2,000
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
Grant Funding			
9900	9910 Grant Funding	\$ -	\$ -
Total	Grant Funding	\$ -	\$ -
Other Financing Sources			
9950	9951 2025 GO Bond Proceeds	\$ 1,000,000	\$ -
Total	Other Financing Sources	\$ 1,000,000	\$ -
9000	Water Fund Revenue	\$ 1,379,534	\$ 445,050
62000 - Water Fund Expenses			
Bond Expenses			
62150	62151 Interest Expense (2019)	\$ 4,180	\$ 2,090
	62152 Bond Principal (2019)	\$ 105,000	\$ 105,000
Total	Bond Expenses	\$ 109,180	\$ 107,090
Administrative & Office			
	62201 Office Supplies	\$ 2,600	\$ 2,500
	62206 Software	\$ 2,550	\$ 2,500
	62207 Postage	\$ 4,200	\$ 3,800
62200	62208 Public Notice Publication	\$ 200	\$ 250
	62210 Travel Reimbursement	\$ 200	\$ 250
	62211 Schools & Training	\$ 500	\$ 500
	62212 Bank Fees	\$ 75	\$ 75
	62213 Food & Beverage	\$ 500	\$ 500
Total	Administrative & Office	\$ 10,825	\$ 10,375

	Chemicals			
62350	62351 Chemicals	\$	3,900	\$ 4,000
Total	Chemicals	\$	3,900	\$ 4,000
	Maintenance & Repair			
	62402 Repairs & Service Work	\$	30,000	\$ 20,000
62400	62403 Buildings/Infrastructure	\$	5,000	\$ 2,500
	62405 Material-pipe,pumps,meters	\$	20,000	\$ 12,500
	62407 Generator Maint. & Repairs	\$	8,500	\$ 9,000
	62410 Other			
Total	Maintenance & Repair	\$	63,500	\$ 44,000
	Professional Services			
	62502 Accounting/Audit Fees	\$	8,250	\$ 12,000
	62503 Attorney Fees	\$	1,100	\$ 2,400
62500	62511 Engineering Fees	\$	1,100	\$ 20,000
	62512 Lab Fees	\$	4,400	\$ 4,250
	62513 Contract Operator	\$	90,000	\$ 90,000
	62514 IT Services	\$	-	\$ 9,600
	62515 Fund Accounting Software	\$	-	\$ 5,700
Total	Professional Services	\$	104,850	\$ 143,950
	Utilities			
62600	62601 Electric	\$	8,000	\$ 8,000
	62604 Telephone	\$	1,000	\$ 500
Total	Utilities	\$	9,000	\$ 8,500
	Services & Charges			
	62705 Contract Mowing Expense	\$	1,650	\$ 1,600
	62712 Tap Installation	\$	3,100	\$ 3,100
62700	62713 Storage Facilities	\$	5,450	\$ 6,000
	62714 Johnson East Well Water Usage	\$	500	\$ -
	62715 TCEQ	\$	1,100	\$ 1,250
	62720 Other	\$	-	\$ -
	62750 New Property Infrastructure	\$	-	\$ 3,000
	62751 New Property Landscaping	\$	-	\$ 3,000
	62752 New Property Maintenance	\$	-	\$ 3,000
	62753 New Property Administration	\$	-	\$ 3,000
Total	Services & Charges	\$	11,800	\$ 23,950
	Membership Fees/Dues			
62800	62806 TRWA Membership	\$	575	\$ 600
	62807 AWWA	\$	425	\$ 425
	62808 Other	\$	-	\$ -
Total	Membership Fees/Dues	\$	1,000	\$ 1,025
	Capital Projects			
	62901 Water Tank Project	\$	-	\$ -
62900	62905 Bond Issuance Cost	\$	75,000	\$ -
	62906 Land Acquisition	\$	750,000	\$ -

	62907 Water Infrastructure Impr.	\$ 175,000	\$ -
	Total Capital Projects	\$ 1,000,000	\$ -
62000	Water Fund Expenses	\$ 1,314,055	\$ 342,890
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	\$ 62,348
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	\$ 62,348
Percentage of Total			
Total Revenues and Transfers In		\$ 1,379,534	\$ 445,050
Total Expenses and Transfers Out		\$ 1,379,534	\$ 405,237
Balance: Total Revenues and Transfers in Minus Total Expenses and Transfers out		\$ -	\$ 39,813
Total Revenues, Transfers In Plus Beginning Balance		\$ 1,528,887	\$ 594,403
Ending Balance		\$ 149,353	\$ 189,166
30% Ending Balance		\$ 113,860	\$ 121,571
50% Ending Balance		\$ 189,767	\$ 202,619
Income/Revenue Minus New Property		\$ 379,534	\$ 392,200
Expenses/Transfers Minus New Property		\$ 379,534	\$ 393,237
Profit/Loss Minus New Property		\$ -	\$ (1,037)
Ending Balance Minus New Property		\$ 149,353	\$ 148,316
Ending Balance Breakdown (Savings Buckets)			
Total Ending Balance		\$ 149,353	\$ 148,316
Below shows how the ending balance is broken up into savings categories			
Operating Reserve (Min. 33% of Expenses/4 Months)		\$ 126,511	\$ 131,079
Emergency Fund (Min. \$50,000)		\$ 22,842	\$ 17,237
Capital and Facility Funds (Min. \$50,000)		\$ -	\$ -
Grant Matching Funds		\$ -	\$ -
Contingency Available		\$ -	\$ -

Highland Haven Solid Waste Proposed Budget		Estimated Ending Budget FY 25-26	Proposed Budget FY 26-27 Option 1
Beginning Balance		\$ 82,946	\$ 90,776
9000 - Solid Waste Fund Revenues			
9600	Charges for Services		
	9610 Trash Sales	\$ 137,865	\$ 141,600
Total	Charges for Services	\$ 137,865	\$ 141,600
9650	Franchise Fees		
	9651 Franchise Fees	\$ 5,350	\$ 5,640
Total	Franchise Fees	\$ 5,350	\$ 5,640
	Sales Tax		
9700	9721 Timely Filing Discount	\$ -	\$ -
	9722 Sales Tax Collected	\$ -	\$ -
Total	Sales Tax	\$ -	\$ -
9800	Interest & Income from Investments		
	9801 Interest Income	\$ 25	\$ 1,250
Total	Interest & Income from Investments	\$ 25	\$ 1,250
9500	Solid Waste Fund Revenue	\$ 143,240	\$ 148,490
63000 - Solid Waste Fund Expenses			
	Professional Services		
	63502 Accounting/Audit Fees	\$ -	\$ -
	63513 Waste Contractor Cost	\$ 108,160	\$ 112,800
	63514 Household Haz. Waste	\$ 2,000	\$ 1,750
63500	63515 Haz Waste Response Fund	\$ 2,000	\$ 1,500
	63516 Bulk Trash Pick-up	\$ 2,500	\$ -
	63517 Document Shredding	\$ 750	\$ 750
	63525 IT Services	\$ -	\$ 2,400
	63520 Fund Accounting Software	\$ -	\$ 2,400
Total	Professional Services	\$ 115,410	\$ 121,600
63700	Taxes & Fees		
	63830 Sales Tax Paid	\$ -	\$ -
Total	Taxes & Fees	\$ -	\$ -
62000	Solid Waste Fund Expenses	\$ 115,410	\$ 121,600
76000 - Interfund Transfers			
	Transfers In		
76010	76010 Transfers in from Water Fund	\$ -	\$ -
	76010 Transfers in From Solid Waste	\$ -	\$ -
	76010 Other Transfers in	\$ -	\$ -
Total	Transfers In	\$ -	\$ -
	Transfers Out		
	76020-1 Transfers To General Fund	\$ 20,000	\$ 26,720
76020	76020-2 Transfers to Water Fund	\$ -	\$ -

76020	76020-3	Transfers to Solid Waste Fund	\$	-	\$	-
	76020-4	Transfers to GF CIP	\$	-	\$	-
	76020-5	Transfers to HHWS CIP	\$	-	\$	-
Total		Transfers Out	\$	20,000	\$	26,720
		Percentage of Total				
Total Revenues and Transfers In			\$	143,240	\$	148,490
Total Expenses and Transfers Out			\$	135,410	\$	148,320
Balance: Total Revenues and Transfers in Minus Total Expenses and Transfers out			\$	7,830	\$	170
Total Revenues, Transfers In Plus Beginning Balance			\$	226,186	\$	239,266
Ending Balance			\$	90,776	\$	90,946
30% Ending Balance			\$	40,623	\$	44,496
50% Ending Balance			\$	67,705	\$	74,160
Ending Balance Breakdown (Savings Buckets)						
Total Ending Balance			\$	90,776	\$	90,946
Below shows how the ending balance is broken up into savings categories						
Operating Reserve (Min. 33% of Expenses/4 Months)			\$	45,136	\$	49,440
Emergency Fund (Min. \$25,000)			\$	25,000	\$	25,000
Contingency Available			\$	20,640	\$	16,506

July 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	1 File Budget with City Secretary for July 31 Adoption (30 days prior to tax rate adoption)	2 File Budget with City Secretary for Aug. 1 Adoption (30 days prior to tax rate adoption)	3 Independence Day Holiday	4
5	6	7 Regular BOA Review of Proposed Budget	8 File Budget with City Secretary for Aug.7 Adoption (30 days prior to tax rate adoption)	9 P&Z	10	11
12	13	14	15	16	17	18 Deadline to File Proposed Budget with City Secretary
19	20	21 Regular BOA Review of Proposed Budget	22	23	24	25 Estimated Tax Values Due from Burnet CAD
26	27	28	29	30	31	1
2	3	Notes Dates in Yellow are State Deadlines				

August 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27	28	29	30	31	1
2	3	4 Regular BOA Public Hearing on Budget & Tax Rate	5	6 Deadline to Publish Notice of Budget Hearing in Newspaper	7 Deadline - No New Revenue and VATR Rates submitted to BOA and website	8
9	10 These votes require BOA Super Majority. Special BOA Meeting to Adopt Budget by Record Vote 4:00 PM	11 Special BOA Meeting to Adopt Tax Rate by Record Vote 9:00 AM	12	13 P&Z	14	15
16	17 Deadline to Adopt Budget by Record Vote; <u>Deadline to Order Special Election.</u>	18 Regular BOA	19	20	21	22
23	24	25	26	27	28	29
30	31	Notes Dates in Yellow are State Deadlines	*** There must be 30 days between filing budget with City Secretary and the actual adoption of the budget. Hard deadline from State of TX is July 18 for August 17 adoption, so must adjust dates accordingly.			



July 2, 2026

Subject: Item 14: 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.

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



July 2, 2026

Subject: Item 15: Discussion on Planning & Zoning Commission

To the City of Highland Haven Board of Aldermen,

Background

This item provides an update on recent Planning & Zoning (P&Z) Commission activity, including ongoing ordinance review and planning efforts.

Items in Progress

Signs Ordinance

- The Commission has begun reevaluating the City's sign ordinance
- Additional community input is being sought prior to finalizing updates
- A **community survey is being developed** to gather feedback from residents

E-Bike Ordinance Review

- The Commission is reviewing the City's current ordinance language related to **e-bikes**
- Existing regulations **do not align with current state law**
- Additional research and discussion are underway to determine appropriate updates

Comprehensive Plan

- Work on the Comprehensive Plan is ongoing
- The Commission continues to refine organization and content for improved usability

Purpose of This Item

- Provide an update on P&Z activity
- Highlight ongoing ordinance review and community engagement efforts

Action Requested

Discussion only. No action is required.

Sincerely,

Andy Adams

City Administrator



July 2, 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 state and federal level that may impact municipalities.

Update

The Texas Legislature has adjourned its regular session and is currently in the **interim period**, during which legislative committees are assigned topics for study and preparation for the next session.

Recent developments and areas of interest for municipalities include:

- **Property Tax and Revenue Limitations**
 - Ongoing legislative discussions continue to focus on **further limiting local property tax revenue growth**
 - Some recent proposals would reduce the current voter-approval threshold below the existing 3.5% cap
 - This remains a key issue expected to return in the next legislative session
- **Water Infrastructure Funding**
 - The State has made significant long-term investments in **water supply and infrastructure funding**
 - Implementation and access to funding programs will continue to develop over time
- **General Interim Activity**
 - Legislative committees are currently studying:
 - Infrastructure and growth-related issues
 - Fiscal oversight and government efficiency



- Implementation of recently enacted laws

Next Steps

Staff will continue to:

- Monitor interim legislative activity and upcoming proposals
- Track issues that may impact municipal authority, finances, and operations
- Provide updates as more specific legislation is developed

Action Requested

Discussion only. No action required.

Sincerely,

Andy Adams

City Administrator

City of Highland Haven

(830) 265-4366

cityadministrator@highlandhaventx.com



July 2, 2026

Subject: Item 17: Discussion on Code Enforcement

To the City of Highland Haven Board of Aldermen,

Background

Recent changes in state law have required the City to review and refine its code enforcement practices to ensure compliance while maintaining effectiveness.

Update

At this time, staff continues to follow an approach focused on **voluntary compliance prior to enforcement escalation**.

The current process includes:

- Issuing **two voluntary compliance notices** to address violations
- Allowing reasonable opportunity for correction
- Escalating unresolved issues to **municipal court only when necessary**

This approach:

- Promotes cooperation with residents
- Reduces the need for formal enforcement actions
- Maintains consistency while staff continues to formalize long-term procedures

Next Steps

Staff will continue to:

- Work with the City Attorney to refine enforcement procedures
- Evaluate long-term compliance with state requirements
- Ensure a consistent and sustainable enforcement process

Action Requested

Discussion only. No action required.

Sincerely,

Andy Adams

City Administrator



July 7, 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.

Update

Since the last Board meeting, the City has **not experienced any significant rainfall events**, and staff has not received reports of new drainage issues during this period.

However, the conditions and concerns identified during the May storm events remain relevant. As previously discussed, higher-intensity rainfall can exceed the capacity of the City's existing drainage infrastructure and lead to localized flooding.

Discussion

While no new incidents have occurred, long-term drainage challenges remain an ongoing concern.

At some point, the City will need to consider moving forward with an **engineered drainage study** to:

- Identify problem areas
- Evaluate system capacity
- Develop recommended improvements and cost estimates

This will help guide future capital planning and ensure that any improvements are targeted and effective.

Action Requested

Discussion only. No action required.

Sincerely,

Andy Adams

City Administrator



July 2, 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

- The City's water operator is working on a few leaks around the community. None are urgent, but he is systematically taking care of all that have been identified,

No other significant water system maintenance issues are being reported at this time.

b. Central Texas Groundwater Conservation District

- Staff will continue monitoring District activity, 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, maintenance activities, and coordination with regulatory partners.

Action Requested

Discussion only. No action is required.

Sincerely,

Andy Adams

City Administrator

City of Highland Haven

(830) 265-4366

cityadministrator@highlandhaventx.com

From: Olan Kelley <mayor@highlandhaventx.com> on behalf of Olan Kelley
Sent: Wednesday, April 15, 2026 4:51 PM
To: Mitchell Sodek; Jim Luther; Herb Darling; Susan Patten; hlwo@lcra.org
Cc: Andy Adams; 1City Secretary; Aaron Johnson
Subject: Collier Plans Quarry Expansion
Attachments: GraniteGravel.pdf

I just read in the DailyTrib that Collier is planning to expand their quarry operations on CR120 by another 289.5 acres. Some of the quarries along CR120 appear to be above the recharge area for the Granite Gravel Aquafer(see attached map) that serves as the groundwater source for drinking water in the City of Highland Haven. I noticed while driving down CR120 that several of the quarry sites appear to be mined out and are now being filled with dumping of various materials. Hopefully, there are no potential hazardous chemicals or materials being dumped in these areas that would impact this aquafer and ultimately the quality of drinking water for the City of Highland Haven.

- Is the Central Texas Groundwater Conservation District required to approve quarry developments?
- What engineering studies have been done to understand the potential contamination of the Granite Gravel Aquafer by quarry operations and refilling of excavated areas?
- Does LCRA, Burnet County and/or Central Texas Groundwater Conservation District approve and regularly monitor such quarry operations, including dumping to refill the excavated areas left after the sand materials have been mined? Aquafer water quality monitoring wells?
- No notices were sent to the City of Highland Haven regarding this development.
- LCRA Highland Lakes Watershed Ordinance <https://www.lcra.org/download/highland-lakes-watershed-ordinance/?wpdmdl=11765>

We would appreciate any information that would help us better understand what actions are being taken to protect the drinking water for our community.

Thanks,

Olan Kelley
Mayor,
City of Highland Haven
Office: 830-265-4366
Cell: 512-413-9031

June 29, 2026

LCRA Response to Comments from the Public for Quarry/Mine Permit Application No. 2026-6016 submitted by Collier Materials, Inc.

Dear commenter,

Thank you for submitting comments to the Lower Colorado River Authority (LCRA) regarding a permit application for **Fairland Expansion No. 3**, permit No. 2026-6016. This letter is to address comments LCRA received from you and others and to provide an update on the status of the application.

The application was submitted under LCRA's [Highland Lakes Watershed Ordinance](#) (HLWO), which was promulgated under the authority of the LCRA Enabling Act per the Texas Special District Local Laws Code Chapter 8503 and other applicable laws. The HLWO applies to quarry and mining activity proposed within the jurisdictional area defined in the ordinance, specifically to ensure the use of best management practices for control of stormwater runoff affected from quarry and mining activities.

An LCRA Quarry/Mine permit is required under the HLWO prior to commencement of any quarry and mining activity for sites acquired or leased after March 1, 2007, that will create more than 10,000 square feet of impervious cover or disturb more than 5 acres of land in accordance with section 4.2(d) of the ordinance. The Fairfield Expansion No. 3 project would require a permit before it can proceed.

LCRA has thoroughly reviewed all comments submitted by you and other members of the public. Pursuant to the HLWO, LCRA can consider only comments addressing requirements in the HLWO, which regulates water quality concerns related to stormwater runoff from project sites. Some issues raised in the comments, including air, traffic and noise concerns, fall outside of the scope of matters that the HLWO regulates and, consequently, LCRA may not consider those issues in its evaluation.

Background

On Feb. 16, 2026, Westward Environmental Inc. submitted a Quarry/Mine permit application to LCRA on behalf of Collier Materials, Inc.

The application proposes to expand an aggregate quarry operation on approximately 289.5-acres located along County Road (CR) 120, approximately 175 feet west of the CR 122 intersection, in Burnet County.

The project is designed to incorporate two quarry pits – one north and one south of Backbone Creek. Proposed operations would employ a combination of both mobile and permanent mining and processing equipment on-site. The water quality measures outlined in the application include pit areas designated for stormwater runoff collection, earthen berms, natural vegetative filter zones and swales.

The public comment process

The applicant is required to post a notice regarding the proposed project at the quarry/mine site and to send written notifications to property owners within 500 feet of the location, relevant municipalities, the county and the groundwater conservation district.

LCRA welcomed public comments on the proposed project from Feb. 16 through May 29. During this period, LCRA received 14 comments.

Summary of comments related to the HLWO and LCRA responses

Here is a summary of issues raised in public comments that address requirements in the HLWO.

Buffer Zones: Some commenters said they were concerned about the potential effects the proposed quarry would have on Backbone Creek, which passes through the property, and Sparerib Creek, which is immediately outside the project boundary.

LCRA Response: Buffer zones are required for creeks or rivers draining more than 320 acres to protect waterways and aquatic resources from impacts of quarrying activities. In this project, LCRA would require a buffer zone to be delineated for Backbone Creek. Buffer zones must remain free of activity except for utility or roadway crossings.

Sparerib Creek is located outside the boundaries of the proposed project, so it would not be subject to the buffer zone requirements. LCRA will confirm that designated setbacks comply with HLWO requirements.

Other setbacks, including those related to County Road 120 or the perimeter buffer, are governed by separate permitting agencies.

Erosion & Sedimentation Control: Some commenters expressed concerns about potential contamination of area aquifers, risks to recharge areas and sediment discharge that may adversely affect adjacent waterways. Other commenters said the development should be required to avoid unauthorized discharges of pollutants.

LCRA Response: LCRA would require the project to effectively manage stormwater runoff resulting from quarrying activities by implementing best management practices (BMPs) in accordance with the HLWO and the HLWO Technical Manual. Both temporary and permanent controls and actions would have to be designed and intended to protect groundwater and surface water from potential contamination. The applicant has submitted a required BMP maintenance plan that outlines the inspection and maintenance requirements for the BMPs.

Any discharge of stormwater off-site would require permits from other authorities with regulatory jurisdiction. Unauthorized discharges of polluted stormwater are regulated and would be addressed by permitting authorities such as the Texas Commission on Environmental Quality. LCRA would initiate a separate enforcement action if the permittee did not meet the BMP maintenance plan, approved Quarry/Mine Permit conditions, or HLWO requirements.

Groundwater Quality Protection and Monitoring: One commenter noted that the area's groundwater table is estimated to be around 60 feet or less and said Collier Materials seems to have excavated existing pit sites next to the proposed project deep enough to reach the groundwater table.

LCRA Response: The permit application includes a required hydrogeologic report prepared by a Texas licensed professional geoscientist (P.G.). The report summarizes the project's geology, aquifer, DRASTIC classification, relevant features and water table depth. This information is used to guide best management practices and site planning.

Additionally, the application contains a Groundwater Monitoring Plan that details the monitoring and sampling procedures the applicant will employ to demonstrate the protection of groundwater. LCRA will assess the plan and will require revisions if it determines the plan does not meet the ordinance requirements.

If the permit is approved, LCRA would include this requirement in the permit:

- 1. If groundwater is encountered, all activity must cease within the vicinity, and the permittee is required to notify LCRA. An updated groundwater monitoring plan may be required to be prepared by the permittee and submitted to LCRA for review and approval. LCRA will coordinate with the Central Texas Groundwater Conservation District (CTGCD) to determine applicable requirements.*

Monitoring & Reporting: A commenter asked if LCRA, Burnet County and/or the Central Texas Groundwater Conservation District approve and regularly monitor such quarry operations, including dumping to refill the excavated areas left after the material has been mined.

LCRA Response: Following approval of a permit, a permittee must conduct monitoring and reporting in accordance with the permit and HLWO. Details of required monitoring would be included in the permit in the form of a Surface Water Monitoring Plan and Groundwater Protection Plan. Following the completion of quarrying activities, the permittee is responsible for remediating the site as stipulated by the General Reclamation Plan in the permit.

LCRA also performs routine on-site inspections on permitted projects and reviews all required sampling completed at the quarry.

Compliance: A commenter noted that creeks in the area no longer exhibit consistent flow and suggested that Collier Materials has altered the waterways within the current quarries. The commenter said the channels are significantly impacted by sediment accumulation and have stopped flowing.

LCRA Response: if a permit is approved, LCRA organizes site inspections as frequently as needed and conducts annual on-site meetings with the quarry operator. If LCRA at any time determines activities have occurred or are occurring that are not in compliance with terms of the permit or the HLWO, LCRA issues a Notice of Violation and pursues further enforcement if compliance is not achieved.

LCRA would issue a NOV if a permittee failed to maintain BMPs in accordance with the permit or approved maintenance plan or failed to comply with any term or condition of an approved permit. A Notice of Violation can include a Stop Work Order to direct that no further activity takes place until the permittee comes into full compliance with the HLWO or permit. Failure to address the Notice of Violation can result in a penalties and revocation of the permit.

Other Comments Summary and LCRA Responses

LCRA received several comments on issues that do not fall under the scope of HLWO. LCRA may not consider these issues in its evaluation of the permit.

Air Pollution & Health Effects: Some commenters raised concerns about air pollution and potential health impacts on the community and local ecosystems, as well as whether sufficient buffers exist to protect neighboring landowners.

Traffic and Noise: Some commenters said CR 120 cannot handle heavy equipment and expressed concern that traffic to and from the site would create safety issues for local families. Others said blasting at the sight could cause excessive noise and affect nearby homes.

Water Supply & Flooding: Some commenters said quarry operations could deplete local water from the Granite Aquifer. Others said the project could increase the flooding potential for nearby properties and low-water crossings.

Property Value: Some commenters highlighted concerns about local property values near quarries and said homes close to quarry sites could see reduced market value due to increased industrial activity, posing financial challenges for homeowners and affecting quality of life issues.

Habitat: Some commenters expressed concern the quarry could cause changes to local scenery and wildlife habitats, saying clearing vegetation could disrupt or destroy habitats, making the area vulnerable to environmental damage.

Cemetery Protection: One commenter provided documentation about a cemetery from the 1800s in the project area and protected by the Texas Historical Commission. The comment asserted such historic sites require safeguards and public access.

Additional regulations: One comment cited the TCEQ's regulations for Aggregate Production Operations and requested that the application comply with those standards.

LCRA Response: Pursuant to the HLWO, LCRA's review of the application is limited to water quality issues as outlined in the HLWO.

The HLWO does not oversee or regulate air pollution, traffic patterns, noise levels, blasting, groundwater usage or water availability, or enforce restrictions regarding site design for flood control. These issues fall within the jurisdiction of other regulatory authorities, including Burnet County, the Central Texas Groundwater Conservation District, TCEQ and the federal Mine Safety and Health Administration.

The scope and jurisdiction in the HLWO do not include the authority to review habitat or historic resources such as cemeteries and do not include the authority to enforce land use restrictions. Responsibility for determining applicability in those areas' rests with other regulatory bodies, including the Texas Parks and Wildlife Department, the Texas Historical Commission, and the Burnet County Appraisal District.

TCEQ is responsible for administering regulations pursuant to Title 30 of the Texas Administrative Code (TAC), including regulations relating to Aggregate Production Operations.

LCRA will facilitate communication and collaboration to ensure relevant authorities are properly informed of applicable criteria within their jurisdiction. For instance, information regarding the cemetery was provided to the Texas Historical Commission.

Current status

LCRA's review of the application is limited to determining whether the application meets the requirements of the HLWO, which focuses on protecting water quality that may be impacted by stormwater runoff from the project site.

LCRA staff are continuing a technical review of the permit application to determine whether the application complies with all requirements of the HLWO. If LCRA determines the application meets the ordinance requirements, it will issue a permit for the project. If LCRA determines the application does not meet the ordinance requirements, the applicant will have an opportunity to provide additional information and address any shortcomings LCRA has identified. If these deficiencies are not addressed, the permit application will be denied.



July 2, 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

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