



CITY OF HIGHLAND HAVEN

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

AGENDA – 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

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 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

7. **Discussion and/or Possible Action:** City Sign
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.
9. **Discussion and/or Possible Action** on Executive Session matters.

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

Adjournment.

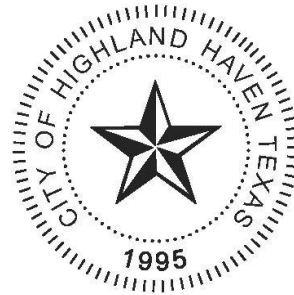
Posted: June 18, 2026

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 18, 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 – REGULAR BOARD OF ALDERMEN MEETING

DATE: June 2, 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.**

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

2. Pledge of Allegiance – **Led by Mayor Kelley**
3. Recognize Visitors – **Rick Hieb, Tammie Hieb, Mary Chase, Terry Chase, Jim Guenther, Connor Evans, Craig Evans, Amanda Evans**
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 May 19, 2026 BOA Budget Workshop
- b. Minutes from May 19, 2026 BOA Regular Meeting

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

Vote: 4-0

7. **Discussion and/or Possible Action:** Resolution #381- Approve authority and responsibilities of elected officials.

Bruce Robertson moved to approve Resolution #381; seconded by Lynn Smith.

Vote: 4-0

8. **Discussion and/or Possible Action:** Resolution #382 - Appointments to Planning and Zoning Commission

Lynn Smith moved to approve Resolution #382, seconded by Terry Smith.

Vote: 4-0

9. **Discussion and/or Possible Action:** Resolution #383 - Signatories Commercial National Bank.

Don Hagans moved to approve Resolution #383, seconded by Lynn Smith.

Vote: 4-0

10. **Discussion and/or Possible Action:** Resolution #384 - Signatories First United Bank.

Don Hagans moved to approve Resolution #384, seconded by Bruce Robertson.

Vote: 4-0

11. **Discussion and/or Possible Action:** Resolution #385 - Signatories Tex Pool.

Terry Smith moved to approve Resolution #385, seconded by Lynn Smith.

Vote: 4-0

12. **Discussion and/or Possible Action:** City Signs

No action taken.

13. **Discussion and/or Possible Action:** Amend Highland Haven Code of Ordinances to add §4.08.014 Private Water Well Storage Tanks

Bruce Robertson moved to approve Ordinance #141, amending the Highland Haven Code of Ordinances to add §4.08.014 Private Water Well Storage Tanks; seconded by Lynn Smith.

Vote: 4-0

14. **Discussion and/or Possible Action:** Amend Highland Haven Code of Ordinances §4.02.010(i) language on water wells

Lynn Smith moved to approve Ordinance #142, amending the Highland Haven Code of Ordinances §4.02.010(i) Water Wells; seconded by Terry Smith.

Vote: 4-0

15. **Discussion and/or Possible Action:** Amend Highland Haven Code of Ordinances §9.02.004(b)(3)(A) clarifying the 25' setback

No action taken; public hearing to be held at 7/7/26 Board of Aldermen meeting.

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

- a. Closed Session:
 - i. Discuss real property.

Convened into Executive Session at 7:33 PM.

- b. Open Session: Reconvene into Open Session.

Reconvened into Open Session at 7:43 PM.

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

- a. Real property matters.

No action taken.

DISCUSSION / INFORMATION ITEMS

18. Discussion – IT Services

19. Discussion – SB 3 Sirens

20. Discussion – City Budget

- a. Draft of Solid Waste Fund Budget for FY27
- b. Present update for all funds
- c. Budget Calendar

21. Water Infrastructure Bond

22. City Attorney Update

23. Review Assignments for the Planning & Zoning Commission

- a. Review of Current Planning & Zoning Assignments
 - i. Assign: Review §11.02.002 Operation of vehicles; types of vehicles not allowed on streets (ex. E-bikes) for compliance with state law

- b. Next regular P&Z meeting is scheduled for June 11, 2026 at Highland Haven Community Center at 6:00 PM.

24. Legislative Updates

25. Code Enforcement

26. Drainage Issues

- a. May 21st Storm

27. Review Water System

- a. Water System Maintenance or Issues
- b. Central Texas Groundwater District

28. Review Solid Waste Services

29. Mayor's Report

30. Aldermen Comments

31. City Staff Comments

- a. City Administrator
- b. City Secretary

Next Board of Aldermen Meetings:

- Budget Workshop – Tuesday, June 16, 2026 at 5:00 PM at Highland Haven Community Center
- Regular Meeting – Tuesday, June 16, 2026 at 7:00 PM at Highland Haven Community Center

Motion to adjourn made by Terry Smith, seconded by Lynn Smith.

Vote: 4-0

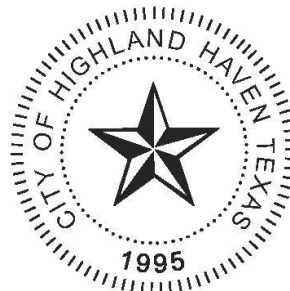
Adjournment.

The meeting adjourned at 8:55 PM.

Olan Kelley, Mayor

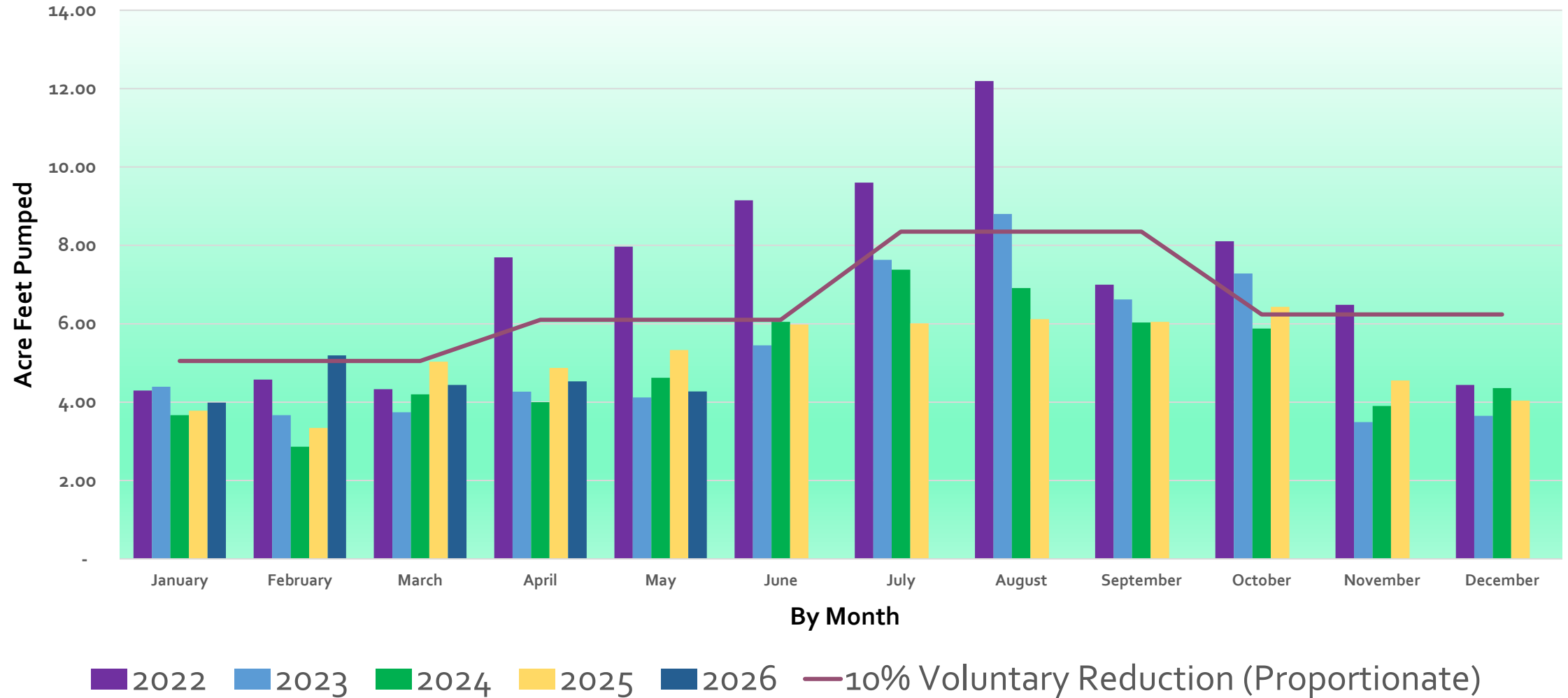
Attest:

Sarah Collard, City Secretary





PUMPING – CITY WATER USAGE



General Fund
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L
October 2025 - May 2026

	Total		
	Actual	YTD Budget	Annual Budget
Income			
8000 General Fund Revenue			
8100 Taxes			
8110 Property Taxes Collected	387,177.65	387,000.00	399,247.00
8120 Sales and Use Tax	71,395.28	15,800.00	30,500.00
Total 8100 Taxes	\$ 458,572.93	\$ 402,800.00	\$ 429,747.00
8200 Franchise Fees			
8210 Cable TV	2,544.23	3,300.00	5,000.00
8220 Electrical	19,141.52	18,000.00	24,000.00
8230 Telephone		140.00	200.00
Total 8200 Franchise Fees	\$ 21,685.75	\$ 21,440.00	\$ 29,200.00
8300 Building Permits / Inspections			
8310 Building Permits	14,500.00	17,050.00	25,000.00
8330 Inspections	11,195.00	10,350.00	15,000.00
Total 8300 Building Permits / Inspections	\$ 25,695.00	\$ 27,400.00	\$ 40,000.00
8400 Other Income			
8410 ROW - License Agreement	500.00	500.00	500.00
Total 8400 Other Income	\$ 500.00	\$ 500.00	\$ 500.00
8500 Charges for Services			
8510 Lot Mowing Program Fees		1,000.00	2,000.00
8520 Copies, FAX & Phone Usage		20.00	30.00
8530 Newsletter Copy Fee	91.34	170.00	250.00
8540 Newsletter Postage Fee	302.00	230.00	350.00
8550 Re-Plat & Variances		900.00	1,200.00
Total 8500 Charges for Services	\$ 393.34	\$ 2,320.00	\$ 3,830.00
8600 Public Safety			
8610 Child Safety Fund	663.51	525.00	700.00
8620 OPIOID Abatement Fund	24.68	50.00	50.00
Total 8600 Public Safety	\$ 688.19	\$ 575.00	\$ 750.00
8800 Donations & Contributions			
8801 Donations	875.00		
Total 8800 Donations & Contributions	\$ 875.00	\$ 0.00	\$ 0.00
8900 Investment Income			
8910 Interest Income	17,302.50	13,260.00	20,000.00
Total 8900 Investment Income	\$ 17,302.50	\$ 13,260.00	\$ 20,000.00
Total 8000 General Fund Revenue	\$ 525,712.71	\$ 468,295.00	\$ 524,027.00
Sales	260.00		
Total Income	\$ 525,972.71	\$ 468,295.00	\$ 524,027.00
Gross Profit	\$ 525,972.71	\$ 468,295.00	\$ 524,027.00
Expenses			
60000 EXPENSES - GENERAL FUND			
61100 Personnel Services			
61101 Aministrative Services	63,666.64	63,666.64	95,500.00
61102 Secretary Salary	38,085.78	40,666.64	61,000.00

61103 Accounting / Utility Coord.	34,666.64	34,666.64	52,000.00
61104 Building Permit Officer	10,432.64	10,666.64	16,000.00
61105 Temporary Employee		2,000.00	3,000.00
61108 Stipend	15,120.00	15,120.00	22,680.00
61110 Payroll Taxes / FICA	12,979.46	12,759.36	19,139.00
61111 Texas Workforce Commission		466.64	700.00
61112 Direct Deposit Fees	622.48	166.64	250.00
61113 Health Insurance/ Stipend		0.00	0.00
61114 Texas Municipal Retirement Cont.	14,042.17	14,113.36	21,170.00
Total 61100 Personnel Services	\$ 189,615.81	\$ 194,292.56	\$ 291,439.00
61200 Administrative & Office			
61201 Miscellaneous Office Supplies	1,326.64	1,916.64	2,875.00
61202 Equipment replacement	190.31	4,350.00	7,825.00
61203 Newsletter Copy Charge	86.20	200.00	300.00
61204 Newsletter Postage	78.00	465.00	700.00
61205 Printing, Binding, Reproduction	83.50	733.36	1,100.00
61206 Software	7,307.54	4,433.36	6,650.00
61207 Postage	768.24	566.64	850.00
61208 Public Notice Publication	1,746.00	1,430.00	2,150.00
61209 Variances & Re-plats	37.00	775.00	1,100.00
61210 Travel Reimbursement	497.08	355.00	550.00
61211 Schools & Training	5,532.12	1,600.00	7,300.00
61212 Recognition & Awards		200.00	300.00
61213 Food & Beverage	1,081.96	200.00	300.00
61214 - Bank Fees	-2.64	100.00	150.00
Total 61200 Administrative & Office	\$ 18,731.95	\$ 17,325.00	\$ 32,150.00
61300 Street Maintenance & Repair			
61301 Contract Repair		2,750.00	5,500.00
61302 Material & Supplies	4,590.75	5,025.00	6,700.00
Total 61300 Street Maintenance & Repair	\$ 4,590.75	\$ 7,775.00	\$ 12,200.00
61400 Maintenance & Repair			
61401 Equipment Repair & Maintenance		2,000.00	3,000.00
61402 Buildings / Infrastructure	1,237.50	3,500.00	5,000.00
Total 61400 Maintenance & Repair	\$ 1,237.50	\$ 5,500.00	\$ 8,000.00
61500 Professional Services			
61501 Judge Expenses	700.00	800.00	1,200.00
61502 Accountants Fees-Audit	10,623.54	8,950.00	8,950.00
61503 Attorneys Fees	6,055.00	3,700.00	5,750.00
61504 Ordinance Codification	1,793.00	3,500.00	4,350.00
61505 Burnet County Tax Appraisal Fee	4,453.76	3,937.50	5,250.00
61506 I / T Support		3,300.00	5,000.00
61508 Burnet Co Election Fee	1,521.41	5,000.00	5,000.00
61509 Consultant Fees	1,400.00	1,450.00	2,200.00
61510 Website Hosting		3,000.00	3,000.00
61511 Recruitment		700.00	1,050.00
61512 Interactive Web Map Hosting	3,200.00	3,300.00	5,000.00
Total 61500 Professional Services	\$ 29,746.71	\$ 37,637.50	\$ 46,750.00
61600 Utilities			
61601 Electric	638.65	740.00	1,150.00
61605 Communications	5,238.32	4,500.00	6,750.00

Total 61600 Utilities	\$	5,876.97	\$	5,240.00	\$	7,900.00
61700 Services & Charges						
61701 Janitorial Service		50.00		450.00		675.00
61702 Inspection Fees		5,645.00		4,850.00		7,300.00
61705 Contract Mowing		1,700.00		350.00		1,050.00
61706 Landscaping				1,325.00		2,100.00
61708 Buoy Maintenance		2,613.41		6,000.00		8,000.00
61709 Lot Mowing Program Expense				1,000.00		2,000.00
61710 Insurance		6,381.76		6,500.00		6,500.00
61711 Notary Public Cert.				400.00		400.00
61712 Treasurers Bond		260.00		325.00		325.00
Total 61700 Services & Charges	\$	16,650.17	\$	21,200.00	\$	28,350.00
61800 Membership Fees / Dues						
61801 Capcog				50.00		50.00
61803 Texas Municipal League		684.00		700.00		700.00
61804 CAMPO		350.00		360.00		360.00
61805 Texas Municipal Clerks Assoc		175.00		120.00		180.00
61806 Texas City Managers Assoc.				200.00		300.00
Total 61800 Membership Fees / Dues	\$	1,209.00	\$	1,430.00	\$	1,590.00
61900 Public Safety						
61901 Security Camera		9,381.02		4,733.36		7,100.00
61902 Granite Shoals VFD		46,440.00		61,920.00		92,880.00
61903 Marble Falls EMS		10,240.96		10,266.64		15,400.00
61904 Emergency Response Supplies				333.36		500.00
61905 Emergency Management Program				3,333.36		5,000.00
Total 61900 Public Safety	\$	66,061.98	\$	80,586.72	\$	120,880.00
62900 Capital Improvement						
62905 City Vehicle/UTV						20,000.00
62906 City Tools						5,000.00
62907 Fund Accounting Software						20,000.00
62908 Capital Reserve						15,242.00
62909 Bond Interest Payments						46,800.00
Total 62900 Capital Improvement	\$	0.00	\$	0.00	\$	107,042.00
Total 60000 EXPENSES - GENERAL FUND	\$	333,720.84	\$	370,986.78	\$	656,301.00
Total Expenses	\$	333,720.84	\$	370,986.78	\$	656,301.00
Net Operating Income	\$	192,251.87	\$	97,308.22	-\$	132,274.00
Other Income						
76000 Interfund Transfers						
76010 Transfers In						
76010.2 Transfer In - HHWS Fund						65,479.00
76010.3 Transfer In - HHSW Fund						20,000.00
Total 76010 Transfers In	\$	0.00	\$	0.00	\$	85,479.00
Total 76000 Interfund Transfers	\$	0.00	\$	0.00	\$	85,479.00
Total Other Income	\$	0.00	\$	0.00	\$	85,479.00
Net Other Income	\$	0.00	\$	0.00	\$	85,479.00
Net Income	\$	192,251.87	\$	97,308.22	-\$	46,795.00

**General Fund
Balance Sheet
As of May 31, 2026**

	Total
Assets	
Current Assets	
Bank Accounts	
100 Gen Fund - First United	184,386.79
106 Gen Fund - TexPool -Investment	769,403.30
Total for Bank Accounts	\$953,790.09
Accounts Receivable	
1200 Accounts Receivable	14,836.32
Total for Accounts Receivable	\$14,836.32
Other Current Assets	
1230 Due from Other Funds	\$0.00
1300 Taxes Receivable	6,432.00
1350 Prepaid Expenses	\$0.00
1499 Undeposited Funds	\$0.00
1997 AJE Holding Account	
1997.1 AR	\$0.00
1997.2 AP	-3,308.96
Total for 1997 AJE Holding Account	-\$3,308.96
Total for Other Current Assets	\$3,123.04
Total for Current Assets	\$971,749.45
Fixed Assets	
15000 Fixed Assets	
15100 City Hall Building	\$0.00
15101 City Hall Land	\$0.00
15103 Street & Drainage Improvements	\$0.00
15105 Furniture & Equipment	\$0.00
Total for 15000 Fixed Assets	\$0.00
16000 Accumulated Depreciation	\$0.00
Total for Fixed Assets	\$0.00
Total for Assets	\$971,749.45
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	5,995.71
Total for Accounts Payable	\$5,995.71
Credit Cards	
25000 TIB- Credit Card	\$0.00

Total for Credit Cards	\$0.00
Other Current Liabilities	
20000 Prior Year Accounts Payable	437.50
21000 Const. Deposits/Permits	
21100 Clean-up Deposits	16,600.00
Total for 21000 Const. Deposits/Permits	\$16,600.00
2110 Direct Deposit Liabilities	8,994.10
22000 Deferred Revenue	6,432.00
24000 Payroll Liabilities	
2100 Withheld taxes payable	2,597.85
24100 941 Taxes Payable	\$0.00
24200 TWC - SUI Payable	-40.02
24300 FUTA Payable	\$0.00
Total for 24000 Payroll Liabilities	\$2,557.83
Total for Other Current Liabilities	\$35,021.43
Total for Current Liabilities	\$41,017.14
Total for Liabilities	\$41,017.14
Equity	
30000 Net Position	\$0.00
3900 Unrestricted Net Assets	\$0.00
Total for 30000 Net Position	\$0.00
39000 Retained Earnings	738,480.44
Net Income	192,251.87
Total for Equity	\$930,732.31
Total for Liabilities and Equity	\$971,749.45

Accrual Basis Friday, June 26, 2026 02:18 AM GMTZ

Water Fund
Budget vs. Actuals: FY_2025_2026 - FY26 P&L
October 2025 - May 2026

	Total		
	Actual	YTD Budget	Annual Budget
Income			
9000 HHWater System Revenue			
9200 Charges for Services			
9210 Water Sales	266,875.42	245,889.36	368,834.00
9220 Tap Fees	20,000.00	6,000.00	9,000.00
Total 9200 Charges for Services	\$ 286,875.42	\$ 251,889.36	\$ 377,834.00
9230 HHWS Miscellaneous Income			
9231 Miscellaneous Income		133.36	200.00
Total 9230 HHWS Miscellaneous Income	\$ 0.00	\$ 133.36	\$ 200.00
9250 Investment Income			
9251 Interest Income	1,390.61	1,000.00	1,500.00
Total 9250 Investment Income	\$ 1,390.61	\$ 1,000.00	\$ 1,500.00
Total 9000 HHWater System Revenue	\$ 288,266.03	\$ 253,022.72	\$ 379,534.00
Total Income	\$ 288,266.03	\$ 253,022.72	\$ 379,534.00
Gross Profit	\$ 288,266.03	\$ 253,022.72	\$ 379,534.00
Expenses			
62000 EXPENSES-WATER SYSTEM FUND			
62150 2016 Bond Series Expenses			
62151 2016 Series Bond Interest	2,077.89	2,786.64	4,180.00
62152 2016 Bond Series Principal			105,000.00
Total 62150 2016 Bond Series Expenses	\$ 2,077.89	\$ 2,786.64	\$ 109,180.00
62200 Administrative / Office			
62201 Office Supplies	232.63	1,733.36	2,600.00
62206 Software	1,962.00	1,700.00	2,550.00
62207 Postage	1,642.60	2,800.00	4,200.00
62208 Public Notice Publication		133.36	200.00
62210 Travel Reimbursement		133.36	200.00
62211 Schools & Training		333.36	500.00
62212 Bank Fees	20.00	50.00	75.00
62213 Food & Beverage		333.36	500.00
Total 62200 Administrative / Office	\$ 3,857.23	\$ 7,216.80	\$ 10,825.00
62350 Chemicals			
62351 Misc. Chemicals	901.96	2,600.00	3,900.00
Total 62350 Chemicals	\$ 901.96	\$ 2,600.00	\$ 3,900.00
62400 Maintenance & Repairs			
62402 Repairs & Service Work	1,036.47	20,000.00	30,000.00
62403 Buildings / Infrastructure	39.99	3,333.36	5,000.00
62405 Material-pipe,pumps,meters	259.40	13,333.36	20,000.00

62407 Generator Maint and Repairs	5,812.20	5,666.64	8,500.00
Total 62400 Maintenance & Repairs	\$ 7,148.06	\$ 42,333.36	\$ 63,500.00
62500 Professional Services			
62502 Accounting/Audit Fees	10,380.00	5,500.00	8,250.00
62503 Attorneys Fees	892.50	733.36	1,100.00
62511 Engineering Fees		733.36	1,100.00
62512 Lab Fees	244.00	2,933.36	4,400.00
62513 Contract Operator	52,500.00	60,000.00	90,000.00
Total 62500 Professional Services	\$ 64,016.50	\$ 69,900.08	\$ 104,850.00
62600 Utilities			
62601 Electric	4,900.84	5,333.36	8,000.00
62604 Telephone		666.64	1,000.00
Total 62600 Utilities	\$ 4,900.84	\$ 6,000.00	\$ 9,000.00
62700 Services & Charges			
62705 Contract Mowing Expense		1,100.00	1,650.00
62712 Tap Installation	1,950.00	2,066.64	3,100.00
62713 Storage Facilities	5,907.00	3,633.36	5,450.00
62714 Johnston East Well Water Usage		333.36	500.00
62715 TCEQ	999.60	733.36	1,100.00
Total 62700 Services & Charges	\$ 8,856.60	\$ 7,866.72	\$ 11,800.00
62800 Membership Fees/Dues			
62806 TRWA Membership	591.60	383.36	575.00
62807 AWWA Membership		283.36	425.00
Total 62800 Membership Fees/Dues	\$ 591.60	\$ 666.72	\$ 1,000.00
Total 62000 EXPENSES-WATER SYSTEM FUND	\$ 92,350.68	\$ 139,370.32	\$ 314,055.00
Total Expenses	\$ 92,350.68	\$ 139,370.32	\$ 314,055.00
Net Operating Income	\$ 195,915.35	\$ 113,652.40	\$ 65,479.00
Other Expenses			
76001 Interfund Transfers			
76020 Transfers Out			
76020.1 Transfer Out to General Fund			65,479.00
Total 76020 Transfers Out	\$ 0.00	\$ 0.00	\$ 65,479.00
Total 76001 Interfund Transfers	\$ 0.00	\$ 0.00	\$ 65,479.00
Total Other Expenses	\$ 0.00	\$ 0.00	\$ 65,479.00
Net Other Income	\$ 0.00	\$ 0.00	-\$ 65,479.00
Net Income	\$ 195,915.35	\$ 113,652.40	\$ 0.00

Thursday, Jun 25, 2026 07:20:49 PM GMT-7 - Accrual Basis

Water Fund
Balance Sheet
As of May 31, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
203 CNB Water Operating	157,338.48
205 CNB- HHWS (GO Bond Ser)	2,407.12
206 TexPool - HHWS Investment	229,475.52
Total for Bank Accounts	\$389,221.12
Accounts Receivable	
1200 Accounts Receivable	44,726.51
Total for Accounts Receivable	\$44,726.51
Other Current Assets	
12100 Inventory Asset	11,250.00
1350 Prepaid Expense	1,000.00
1499 Undeposited Funds	\$0.00
1996 Deferred Loss on Refunding	13,420.00
1997 AJE Holding Account	
1997.1 AR	\$0.00
1997.2 AP	\$0.00
Total for 1997 AJE Holding Account	\$0.00
Total for Other Current Assets	\$25,670.00
Total for Current Assets	\$459,617.63
Fixed Assets	
15000 Fixed Assets	
15200 Highland Haven Water Sys	
15201 HHWS - Infrastructure	1,469,344.60
15202 HHWS - Building & Structures	45,234.00
15203 Equipment	62,068.00
15205 HHWS-Land	20,000.00
15209 Intangible Assets	170,115.00
15210 Construction in Process	\$0.00
1760 Capital Assets	\$0.00
Total for 15200 Highland Haven Water Sys	\$1,766,761.60
Total for 15000 Fixed Assets	\$1,766,761.60
16000 Accumulated Depreciation	-635,021.52
16001 Accumulated Amortization	-145,490.84
Total for Fixed Assets	\$986,249.24
Total for Assets	\$1,445,866.87
Liabilities and Equity	

Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	1,668.20
Total for Accounts Payable	\$1,668.20
Credit Cards	
25000 TIB - Credit Card	90.77
Total for Credit Cards	\$90.77
Other Current Liabilities	
20000 Prior Year Accounts Payable	\$0.00
2020 Sales Tax Payable	\$0.00
2021 Due to Other Funds	\$0.00
2060 Retainage Payable	\$0.00
2140 Accrued Interest Payable	335.00
22200 Bonds Payable - Current	105,000.00
22202 Unearned Revenue	26,700.33
Total for Other Current Liabilities	\$132,035.33
Total for Current Liabilities	\$133,794.30
Long-term Liabilities	
26000 Long Term Liabilities	
26200 2016 HHWS Bond Payable	105,000.00
Total for 26000 Long Term Liabilities	\$105,000.00
Total for Long-term Liabilities	\$105,000.00
Total for Liabilities	\$238,794.30
Equity	
30000 Net Position	
3200 Invested in Capital Asset Net o	790,853.10
3810 Net Assets Restricted	\$0.00
3900 Unrestricted Net Assets	\$0.00
Total for 30000 Net Position	\$790,853.10
39000 Retained Earnings	220,304.12
Net Income	195,915.35
Total for Equity	\$1,207,072.57
Total for Liabilities and Equity	\$1,445,866.87

Accrual Basis Friday, June 26, 2026 02:25 AM GMTZ

Solid Waste
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L
October 2025 - May 2026

	Total		
	Actual	YTD Budget	Annual Budget
Income			
9500 Solid Waste Revenue			
9600 Charges For Services			
9610 SW Residential Collection	79,602.84	91,910.00	137,865.00
Total 9600 Charges For Services	\$ 79,602.84	\$ 91,910.00	\$ 137,865.00
9650 Franchise Fees			
9651 Waste Services Franchise Fee	3,586.72	3,566.64	5,350.00
Total 9650 Franchise Fees	\$ 3,586.72	\$ 3,566.64	\$ 5,350.00
9800 Investment Income			
9801 Interest Income	56.75	16.64	25.00
Total 9800 Investment Income	\$ 56.75	\$ 16.64	\$ 25.00
Total 9500 Solid Waste Revenue	\$ 83,246.31	\$ 95,493.28	\$ 143,240.00
Total Income	\$ 83,246.31	\$ 95,493.28	\$ 143,240.00
Expenses			
63000 EXPENSES - SOLID WASTE FUND			
63500 Professional Services			
63513 Waste Contractor Costs	70,821.34	72,106.64	108,160.00
63514 Household Haz Waste Program		1,333.36	2,000.00
63515 Haz Waste Spill Response Fund		1,333.36	2,000.00
63516 Bulk Trash Pick-UP		1,666.64	2,500.00
63517 Document Shredding		500.00	750.00
Total 63500 Professional Services	\$ 70,821.34	\$ 76,940.00	\$ 115,410.00
Total 63000 EXPENSES - SOLID WASTE FUND	\$ 70,821.34	\$ 76,940.00	\$ 115,410.00
Total Expenses	\$ 70,821.34	\$ 76,940.00	\$ 115,410.00
Net Operating Income	\$ 12,424.97	\$ 18,553.28	\$ 27,830.00
Other Expenses			
76001 Interfund Transfers			
76020 Transfers Out			
76020.1 Transfer Out to General Fund			20,000.00
Total 76020 Transfers Out	\$ 0.00	\$ 0.00	\$ 20,000.00
Total 76001 Interfund Transfers	\$ 0.00	\$ 0.00	\$ 20,000.00
Total Other Expenses	\$ 0.00	\$ 0.00	\$ 20,000.00
Net Other Income	\$ 0.00	\$ 0.00	-\$ 20,000.00
Net Income	\$ 12,424.97	\$ 18,553.28	\$ 7,830.00

**Solid Waste
Balance Sheet
As of May 31, 2026**

	Total
Assets	
Current Assets	
Bank Accounts	
300 CNB- HH Solid Waste	92,038.12
Total for Bank Accounts	\$92,038.12
Accounts Receivable	
1150 Accounts Receivable	6,171.67
Total for Accounts Receivable	\$6,171.67
Total for Current Assets	\$98,209.79
Total for Assets	\$98,209.79
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	7,762.82
Total for Accounts Payable	\$7,762.82
Credit Cards	
25000 TIB Card Service Center	\$0.00
Total for Credit Cards	\$0.00
Other Current Liabilities	
20000 Prior Year Accounts Payable	\$0.00
22000 Sales Tax Payable	6.68
Total for Other Current Liabilities	\$6.68
Total for Current Liabilities	\$7,769.50
Total for Liabilities	\$7,769.50
Equity	
39000 Retained Earnings	78,015.32
Net Income	12,424.97
Total for Equity	\$90,440.29
Total for Liabilities and Equity	\$98,209.79

Accrual Basis Friday, June 26, 2026 02:32 AM GMTZ



City of Highland Haven Building Permit Monthly Executive Report

Reporting Month: May 2026

Status – April 2026	Monthly Total	Permits Issued Fiscal YTD	*Income Fiscal YTD
Permits Submitted	4		
Permits Approved	6	17	\$25,695
Permits Pending	1		

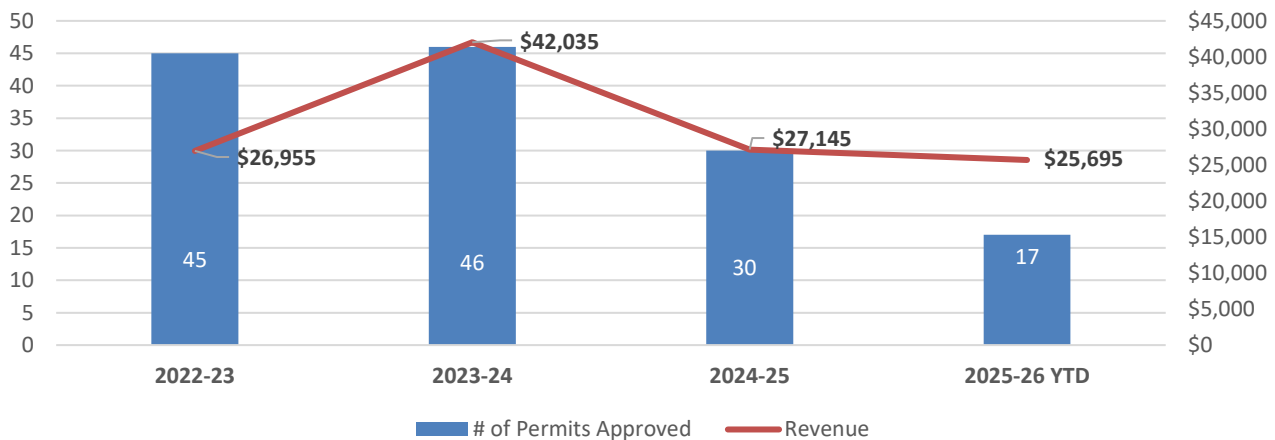
*Includes refundable construction deposits

Active Projects

Project Type	Number of Open Permits
Demolition	1
Dock Remodel	1
Fence/Drive	2
New Single Family Residence	3
Non-Structure	1
Remodel	5
Secondary Structure	2
TOTAL:	15

Historical Building Permits and Revenue by Fiscal Year

Historical Data - Highland Haven Building Permits



Highland Haven Traffic & Safety Camera Summary

May 2026

Community Context

Highland Haven is a small lakefront community on **Lake LBJ in Burnet County**, with a unique layout:

- **One primary entrance/exit** via Highland Drive
- Also referenced as **CR 120 / CR 125** at SH 1431
- No through streets connecting to other neighborhoods

👉 This means almost **all vehicle traffic entering or leaving the city passes this single point**, making it an ideal and reliable location to measure overall activity.

May 2026 Traffic Overview

During May 2026, the two Flock Safety cameras positioned at the entrance recorded all inbound and outbound vehicle movements.

Total Traffic Volume

- **Incoming Traffic (into Highland Haven):** 25,358 vehicles
- **Outgoing Traffic (leaving Highland Haven):** 25,603 vehicles
- **Total Combined Traffic: 50,961 vehicle movements**

✅ The nearly identical totals confirm **balanced traffic flow**, as expected for a single-entry community.

Daily Traffic Averages

- **Incoming:** 818 vehicles/day
- **Outgoing:** 826 vehicles/day
- **Combined:** ~1,640 vehicle movements per day

👉 This reflects **typical residential activity**, including residents, guests, service providers, and deliveries.

Highest & Lowest Traffic Days

- **Busiest Day:** May 15
 - 1,153 incoming / 1,175 outgoing
- **Lowest Traffic Days:**
 - Incoming: 547 (May 3)
 - Outgoing: 607 (May 10)

What This Means for Highland Haven

- **Higher traffic mid-month and Fridays** likely reflects:
 - Travel to/from the lake
 - Weekend arrivals and departures
 - **Lower traffic on weekends** (especially Sundays) aligns with:
 - Residents already in town
 - Less commuter movement
-

Key Takeaways

✓ 1. Traffic is Consistent and Predictable

Most days fall between **700–900 vehicles per direction**, showing:

- Stable residential usage
 - No unusual surges or unexplained spikes
-

✓ 2. Traffic Reflects Normal Residential & Lake Activity

Given Highland Haven's location on **Lake LBJ** and its single-access design, traffic patterns align with expected behavior:

- Increased volumes ahead of weekends (arrivals)
- Departures at the end of weekends
- Midweek consistency tied to normal daily routines and service traffic

👉 The data reflects **typical community activity**, not abnormal or external influences.

✓ 3. Balanced In/Out Movement Confirms Accuracy

The less than **1% difference** between incoming and outgoing totals:

- Confirms both cameras are functioning correctly
 - Reinforces confidence in the dataset
-

About the Flock Safety Cameras

We understand residents may have concerns about privacy and data use. The system is designed specifically for **limited, vehicle-based information collection with strict safeguards.**

What the Cameras Capture

Flock cameras record:

- License plate number
- Vehicle make, model, and color
- Date, time, and location

They **do not capture or connect to:**

- Names or personal identities
 - Driver or passenger information
 - Phones, apps, or personal devices
 - Facial recognition
-

What the System Does Not Do (Important Clarification)

To address common concerns directly:

- **No personal tracking:**
The system does not follow individuals or track people across different locations or services.
- **No vehicle behavior profiling:**
It does **not build profiles of a vehicle's habits, routines, or travel patterns** over time.
- **No community-level analytics for sale:**
Data is **not packaged, analyzed, or sold** as trends such as:
 - “types of vehicles in a neighborhood”
 - “when residents come and go”

- “traffic pattern behavior”
 - **No commercial data use:**
Information is **not sold to advertisers, marketers, or data brokers** in any form.
-

How the Data Is Actually Used

- Data is only accessed **when needed for a specific public safety purpose**
- Typical uses include:
 - Locating stolen vehicles
 - Identifying vehicles connected to reported crimes
 - Assisting law enforcement investigations

👉 It is **reactive, not proactive surveillance**

Data Retention & Access Controls

- Data is **automatically deleted after a short retention period (typically 30 days)**
 - Access is **restricted to authorized users only**
 - All searches are **logged and auditable**
-

Plain Language Explanation

“The system doesn’t watch people or build histories of where residents go. It simply records vehicles passing a single point, and that information is only used if needed to investigate a specific incident. It is not sold, marketed, or used to analyze resident behavior.”

Why Highland Haven Uses This System

With a single point of entry, Highland Haven is in a unique position to:

- **Quickly identify vehicles involved in incidents**
- **Deter criminal activity at the entrance**

- **Support law enforcement if issues arise**

👉 The goal is simple:

Protect the community while maintaining reasonable privacy safeguards

Closing Summary

“In May, Highland Haven saw just over 50,000 total vehicle movements through its single entrance—averaging about 1,600 per day. Traffic patterns were consistent with normal residential activity, with no unusual spikes or cut-through traffic observed. The Flock cameras at the entrance provide a tool for law enforcement to respond to incidents if needed, while only capturing limited vehicle information and maintaining strict data retention and privacy controls.”



June 25, 2026

Subject: Item 7: Discussion and/or Action on City Signs

To the City of Highland Haven Board of Aldermen,

Background

At prior Board meetings, staff provided updates on planned improvements to City signage, including:

- Removal of the existing digital message board and raise “Highland Haven” sign
- Replacement of outdated City Hall signage
- Development of a new monument-style digital sign with coordinated permanent signage

Staff has continued vendor outreach and design coordination based on Board direction.

Current Status

- **Three (3) formal proposals** have now been received for a digital electronic message center (EMC):
 - Core Displays
 - Mega Sign
 - Signs2Go
- A **fourth alternative option** has been identified but has not yet been formally quoted
- The digital sign will be procured first, followed by coordinated monument and City Hall signage

Proposal Summary

Core Displays (Digital EMC)

- 3’ x 5’ single-sided digital display
- Multiple resolution options (4mm–15mm)



- Cloud-based programming, front-serviceable
- 5-year warranty + lifetime tech support
- Installation and shipping included

Pricing Range:

- Approx. **\$16,000 – \$24,800** depending on resolution

Pros:

- Flexible pricing tied to resolution options
- Strong warranty and support
- Proven municipal EMC solution
- Installation included

Cons:

- Higher cost at increased resolution levels
- Electrical not included
- Requires monument integration

Mega Sign (Digital EMC)

- 3' x 5' digital display with cloud-based control
- Includes LTE modem with lifetime data
- Installation and freight included

Pricing:

- Approx. **\$20,333 – \$24,760**

Pros:

- Turnkey system
- Built-in connectivity (no separate internet required)
- Strong cloud-based control system



Cons:

- Higher overall cost
- Lower resolution option may reduce clarity
- Requires monument coordination

Signs2Go (Digital EMC)

- 3' x 6' single-sided 9mm full-color LED display
- Includes controller, aluminum frame, and cellular service (5 years)
- Cloud-based software and lifetime support
- Installation and removal included

Pricing:

- **\$15,221.94 total**

Pros:

- Lowest cost among EMC proposals
- Includes cellular service
- Larger display size (3' x 6')
- Turnkey installation

Cons:

- Fixed 9mm resolution (no upgrade options)
- Shorter labor warranty
- Electrical not included
- Less vendor detail compared to others

Resolution Consideration (Visual Quality vs. Cost)

One of the primary differences between the proposals is **pixel pitch (resolution)**, which directly impacts readability, especially at varying distances.

To assist with evaluating these differences, staff is providing the following visual resource:



- [View LED Resolution Comparison Video](#)

This video demonstrates how different resolutions (e.g., 4mm, 6mm, 9mm, 15mm) appear at various viewing distances and may help inform Board direction regarding acceptable display quality.

Additional Option for Consideration (Not Yet Formally Quoted)

Modular LED System (Petro LED Concept)

- Modular full-color LED system
- High-resolution (6mm) capability
- Scalable and lower-cost alternative

Sample Pricing:

- Approx. **\$3,795+ (base configuration)**

Pros:

- Significantly lower cost
- High resolution for price point
- Flexible sizing

Cons:

- Non-traditional municipal design
- Requires custom monument structure
- Not yet formally quoted or fully evaluated

Discussion Items

The Board may wish to provide direction regarding:

- Preferred vendor and sign type
- Desired **resolution (visual clarity vs. cost)**
- Budget range
- Aesthetic integration with the community



- Whether to pursue additional evaluation of the modular LED option

Next Steps

- Finalize vendor selection based on Board direction
- Develop full project cost including monument and electrical
- Proceed with design and installation

Action Requested

Discussion and possible direction on vendor selection, budget, and project scope.

Sincerely,

Andy Adams

City Administrator

City of Highland Haven

(830) 265-4366

cityadministrator@highlandhaventx.com



June 25, 2026

Subject: Item 10: Discussion on City Budget

To the City of Highland Haven Board of Aldermen,

Background

The proposed FY 2026–27 budget is designed to ensure the City of Highland Haven remains **operationally stable, financially responsible, and prepared for future service and infrastructure needs.**

Across all funds, the City continues to follow a consistent guiding principle:

Essential services are funded using stable, city-controlled revenue sources.

This approach supports reliability in operations, limits financial risk, and promotes long-term financial stability.

Budget Overview by Fund

The City’s budget is organized into three primary funds:

- **General Fund** – supports core operations and essential services
- **Water Fund** – supports water system operations and infrastructure
- **Solid Waste Fund** – supports trash and recycling services

Each fund is structured to align revenue with the cost of providing services.

General Fund

The General Fund supports the City’s essential daily operations, including:

- Public safety (fire and EMS contracts)
- Administration and staffing
- Compliance and regulatory functions
- Public works and maintenance

The proposed budget maintains current service levels and includes increases in key areas such as:

- Audit and financial reporting



- Information technology and systems
- Code enforcement and compliance
- Legal and professional services

These increases reflect the City's continued transition from a historically volunteer-driven structure to a more formal municipal operation.

Revenue and Property Tax Structure

The City uses a structured approach to fund General Fund operations:

1. The total cost of **essential services is identified**
2. **Transfers from the Water and Solid Waste Funds** are applied to offset shared administrative and personnel costs
3. The remaining cost is funded through **property tax revenue**

Property tax is the City's primary local revenue source and provides a stable, predictable funding base for essential services.

The proposed budget includes an increase in total property tax revenue from:

- **\$400,000 (FY 2025–26)**
to
- **\$437,500 (FY 2026–27)**

The tax rate is determined by:

- The amount of revenue required to fund services (City-controlled)
- Total property valuation (set by the Appraisal District)

Property Value and Economic Context

Property values are determined by the Burnet Central Appraisal District and are not controlled by the City.

These values reflect broader economic conditions, including inflation. The same conditions also drive increases in:

- Contract costs
- Professional services



- Materials and operational expenses

As a result, increases in service costs may require corresponding revenue adjustments to maintain service levels.

Impact on Residents and Regional Context

The impact of the proposed tax rate varies depending on property value and has been illustrated using representative examples.

Even with the proposed rate:

- Highland Haven maintains the **second lowest property tax rate among nearby cities**
- The City continues to provide essential services while maintaining a relatively low tax burden

Additionally:

- The City represents approximately **11% of a typical resident's total property tax bill**
- The majority of property taxes are collected by other entities, including the school district and county

■ Water Fund

The Water Fund is designed to support the City's ability to provide a **safe, reliable, and compliant water system** using stable and predictable revenue.

Structure and Policy

The City follows a clear funding structure:

- Fixed system costs are funded through **monthly base charges**
- Usage-related costs are funded through **volumetric rates**

This approach ensures:

- Stability during low-usage periods
- Compliance with groundwater permit limitations
- Fair allocation of costs

Rate Adjustments



The proposed budget includes modest base rate adjustments:

- +\$3/month (Highland Haven)
- +\$3.50/month (Nobles/Shady Acres)
- +\$100/month (Camp Champion)
- No change to volumetric rates

These adjustments are intended to:

- Maintain alignment between base revenue and fixed system costs
- Support operational and regulatory compliance
- Provide funding for long-term system planning

Engineering and Planning

The budget includes approximately **\$30,000 for engineering and system assessment**, supporting:

- System evaluation
- Identification of capital needs
- Cost estimation
- Preparation for grant opportunities

Financial Position

The Water Fund remains:

- Structurally balanced
- Based on conservative assumptions
- Not dependent on high water usage

The fund also includes transfers to the General Fund to support shared administrative services.

Future Planning and Capital Needs

Future water system improvements may be supported by:

- Bond-related funding



- Grant opportunities
- Revenue from City-owned assets

Key long-term priorities include:

- System assessment and planning
- Generator replacement
- Metering improvements (AMI)
- Fire flow and pressure upgrades

These projects will:

- Improve reliability and compliance
- Reduce long-term risk
- Prepare the system for future needs

■ **Solid Waste Fund**

The Solid Waste Fund operates as a **self-supporting enterprise fund**, meaning the cost of service is fully funded through user fees and related revenue.

The City contracts with Waste Management for residential trash and recycling services. Under this agreement:

- Costs increase annually (approximately 3%)
- Rates are adjusted as needed to maintain cost recovery

Revenue and Expenses

- Primary revenue sources include monthly service charges and franchise fees
- Approximately 90% of expenses are driven by the Waste Management contract
- Additional costs include:
 - Household hazardous waste services
 - Document shredding
 - Administrative support (IT, accounting, staff time)



The fund includes a **\$26,720.42 annual transfer to the General Fund** to cover administrative, billing, and oversight costs.

Service Level and Financial Position

The proposed budget maintains existing service levels:

- Weekly trash collection
- Bi-weekly recycling

The fund remains:

- Structurally balanced
- Meeting or exceeding fund balance targets
- Not reliant on subsidy from other funds

Key Takeaway:

The Solid Waste Fund is financially stable, and the primary consideration is service level, not financial sustainability.

Capital Improvements & Long-Term Planning

The proposed budget begins a more structured approach to **long-term capital planning**, with a focus on maintaining infrastructure, improving public safety, and preparing for future system needs.

General Fund Capital Priorities

Key projects include:

- Warning siren system for public safety and flood notification
- City Hall replacement to address facility needs
- Emergency generators for continuity of operations
- Long-term planning for a potential community-wide sewer system

These projects focus on:

- Public safety
- Operational resilience



- Long-term infrastructure planning

Water System Capital Priorities

Planned investments in the water system include:

- System assessment and engineering analysis
- Generator replacement for system reliability
- Advanced metering infrastructure (AMI)
- Fire flow and system capacity improvements, including:
 - Hydrants
 - Pump upgrades
 - Well completion
 - Pressure and storage enhancements

These efforts are intended to:

- Improve system reliability and regulatory compliance
- Reduce long-term operational risk
- Prepare the system for future demand and growth

Approach to Funding

Future capital improvements may be supported through a combination of:

- Bond-related funding
- Grant opportunities
- Potential revenue from City-owned property

This approach allows the City to plan for major infrastructure needs while maintaining financial stability.

Key Consideration for the Board

The proposed budget reflects a policy decision regarding how the City funds essential services:



Should ongoing services be funded with current-year revenue, or through increased reliance on fund balance?

The proposed approach:

- Aligns revenue with actual costs
- Minimizes reliance on fund balance
- Maintains long-term financial stability

Staff Recommendation

Staff recommends filing of this FY 2026–27 proposed budget and proposed property tax rate as presented at the minimum.

This approach:

- Fully funds essential services using stable revenue
- Maintains financial discipline and transparency
- Supports long-term operational and infrastructure planning
- Keeps Highland Haven among the lowest-taxed communities in the region

Sincerely,

Andy Adams

City Administrator

City of Highland Haven

(830) 265-4366

cityadministrator@highlandhaventx.com



June 25, 2026

Subject: Item 11: 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



June 25, 2026

Subject: Item 23: 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



June 25, 2026

Subject: Item 13: 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



June 25, 2026

Subject: Item 14: 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



June 25, 2026

Subject: Item 15: 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



June 25, 2026

Subject: Item 16: 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

- A water meter located on **E. Pheasant** was recently **damaged after being run over by a resident**.
- The City's water operator **repaired and rebuilt the meter assembly**, restoring service with minimal disruption to the system.
- During the incident, water discharged from the damaged meter for approximately **1–2 hours** prior to repair.

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



June 25, 2026

Subject: Item 17: 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

cityadministrator@highlandhaventx.com