

CITY OF DOUBLE HORN

AGENDA

**Regular Meeting
City Council**

**Thursday November 14, 2019
7:00PM, SPICEWOOD COMMUNITY CENTER
Located at 7901 CR 404
Spicewood, Texas 78669**

THE CITY OF DOUBLE HORN COUNCIL MEETINGS ARE AVAILABLE TO ALL PERSONS REGARDLESS OF DISABILITY. IF YOU REQUIRE SPECIAL ASSISTANCE, PLEASE CONTACT CATHY SERENO AT 830-693-1508 AT LEAST 48 HOURS IN ADVANCE OF THE MEETING. THANK YOU.

Citizens will be given an opportunity to provide comments on any item listed on the regular agenda when the agenda item is called. Comments should be limited to (3) three minutes.

1. Call Meeting to Order
2. Roll call to Confirm Quorum
3. Invocation
4. Pledge of Allegiance – United States & Texas
5. Approval of Minutes – 10/23/19 Special City Council Meeting/Public Hearing
6. Citizen Comments – This is an opportunity for the citizens to address the City Council concerning an issue of community interest not on the agenda. Any deliberation of an issue raised during the Citizens Comments is limited to a proposal to place it on the agenda for a later meeting. Each citizen will be allowed 3 minutes to speak and must sign up before the meeting begins and indicate the subject the speaker wishes to address.
7. Presentation – Issuance of Oath of Office, Statements of Officers, and presentation of Election Certificates to elected officials.
8. Regular Agenda – the Council will individually discuss, consider and possibly take action on any or all of the following items:

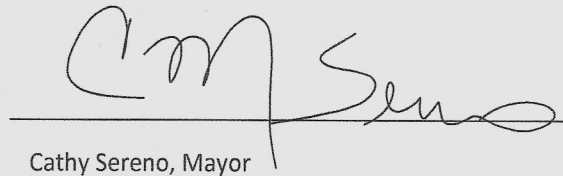
- A. Mayor's & City Council Community Service Recognition
- B. Treasurer's Report including:
 - 1) FY18 – 19 Revenue Expense Summary
 - 2) FY 18 – 19 Balance Sheet
 - 3) FY 19 – 20 Revenue Expense Summary
 - 4) FY 19 – 20 Balance Sheet
 - 5) FY 19 – 20 Legal Expense/Payment Summary Report
- C. Emergency Management Team Update including:
 - 1) Discuss and consider approving payment of annual membership fee (\$50) to join **Capital Area Council of Governments (CAPCOG)** General Assembly as a Municipal Member.
- D. Discuss and consider **RESOLUTION 2019—RES009** a Resolution of the City of Double Horn, Texas, canvassing the returns, including the returns of Early Voting Ballots cast in connection therewith, and declaring the results of the Special Election held on November 5, 2019; authorizing issuance of a Canvass of Special Elections.
- E. Zoning and Ordinance Committee Update including new Ordinances:
 - 1) Discuss and consider **ORDINANCE 2019-ORD018** – an Ordinance of the City of Double Horn, Texas, Adopting a **Zoning** Ordinance.
 - i. Review input submitted in writing and determine next steps.
 - ii. Establish schedule for next Public Hearing and proper notice(s).
- F. Discuss and consider standardizing and/or posting Council Members email addresses on City website.
- G. Discuss and consider other matters for inclusion on the agenda for the next regular meeting of the City Council.
- 9. Close Regular Meeting
- 10. Open Executive Session

Open Executive Session. Executive session in accordance with the Texas Government Code, Section 551.071 – Consultation with Attorney on pending litigation or on a matter in which the Attorney has a duty to the City under the Texas Disciplinary Rules of Professional Conduct that clearly conflicts with the provisions of the Open Meetings Law. The Council may require the citizens to vacate the meeting room during the executive session.

 - (a) Consultation with Attorney regarding Litigation: State of Texas v. Double Horn et al.
- 11. Close Executive Session
- 12. Open Regular Meeting
- 13. Consider action, if any, from Executive Session
- 14. Adjournment

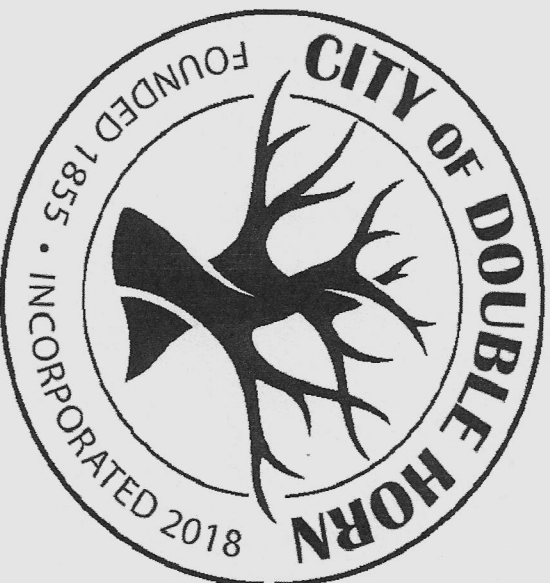
The Council may go into closed session at any time when permitted by Chapters 418 or 551, Texas Government Code, or Section 321.3022 of the Texas Tax Code. Before going into closed session a quorum of the Council must be assembled in the meeting room, the meeting must be convened as an open meeting pursuant to proper notice, and the presiding officer must announce that a closed session will be held and must identify the sections of Chapter 551 or 418, Texas Government Code, or Section 321.3022 of the Texas Tax Code authorizing the closed session.

I certify that the above notice of meeting was posted at 7901 CR 404, Spicewood, Texas, on the 11th day of November 2019 at 7 PM.

A handwritten signature in black ink, appearing to read "Cathy Sereno", is written over a horizontal line. The signature is fluid and cursive, with the first name "Cathy" and last name "Sereno" clearly distinguishable.

Cathy Sereno, Mayor

FINANCIAL AGENDA PACKET
CITY OF DOUBLE HORN
REGULAR MEETING of CITY COUNCIL
11/14/2019



NOTE: THESE FINANCIAL REPORTS ARE CONSIDERED DRAFT STATUS PENDING 3RD PARTY AUDIT

City of Double Horn

FY 2018 - 19 Revenue & Expense Summary

As of: 09/30/19

ACCOUNT	Budget	FYTD Actuals	% Budget
REVENUE			
Ad Valorem/Property Taxes	N/A	N/A	N/A
Donations - General	N/A	\$ 38,983.52	N/A
Donations - Legal Defense	N/A	\$ 2,145.95	N/A
Donations - Expense Reimbursements	N/A	\$ 5,876.62	N/A
Grants	N/A	\$ -	N/A
Fees	N/A	\$ -	N/A
Interest	N/A	\$ -	N/A
Insurance Proceeds	N/A	\$ -	N/A
Other	N/A	\$ 200.00	N/A
Total Revenue	N/A	\$ 47,206.09	N/A
EXPENSES			
Salary & Wages - City Secretary	N/A	\$ -	N/A
Employer Payroll Tax	N/A	\$ -	N/A
Training & Travel	N/A	\$ 175.00	N/A
City Council Meeting Room Rental	N/A	\$ 820.00	N/A
City Hall Office Rental	N/A	\$ -	N/A
Utilities	N/A	\$ -	N/A
Office Equipment & Maintenance	N/A	\$ -	N/A
Office Supplies	N/A	\$ 467.50	N/A
Printing & Postage	N/A	\$ -	N/A
Internet	N/A	\$ -	N/A
Phone	N/A	\$ 212.60	N/A
Website	N/A	\$ 51.83	N/A
Email Accounts	N/A	\$ -	N/A
Accounting/CPA Fees	N/A	\$ -	N/A
City Attorney/Legal Fees	N/A	\$ 46,675.68	N/A
Burnet County Tax Collection Fees	N/A	\$ -	N/A
Election Services Fees	N/A	\$ 15.00	N/A
Survey Fees	N/A	\$ 4,194.69	N/A
Newspaper/Notification Fees	N/A	\$ 120.00	N/A
Code Enforcement Services Fees	N/A	\$ -	N/A
Insurance Prem (TML Intergovt Riskpool)	N/A	\$ 980.00	N/A
Texas Municipal League Membership Fee	N/A	\$ -	N/A
Total Expenses	N/A	\$ 53,712.30	N/A
Revenue Over/(Under) Expenditures	N/A	(6,506.21)	N/A
		-12%	

NOTE: THESE FINANCIAL REPORTS ARE CONSIDERED DRAFT STATUS PENDING 3RD PARTY AUDIT

City of Double Horn FY2018 - 2019 Balance Sheet

9/30/2019

ASSETS

Current Assets:

Cash in Bank - Operating	\$	26,473.34
Cash in Bank - Legal Defense	\$	145.95
Cash in Bank - Tax Revenues	\$	-
Total Cash	\$	26,619.29
Accounts Receivable - from Taxes	\$	-

TOTAL ASSETS

\$ 26,619.29

LIABILITIES

Current Liabilities:

Accounts Payable - Legal	\$	32,675.68
Accounts Payable - Insurance (TML)	\$	449.82

TOTAL LIABILITIES

\$ 33,125.50

NET

\$ (6,506.21)

NOTE: THESE FINANCIAL REPORTS ARE CONSIDERED DRAFT STATUS PENDING 3RD PARTY AUDIT

City of Double Horn

Revenue & Expense Summary FY2019 - 20

As of:

10/31/19

ACCOUNT	Actuals:		FYTD		% Budget
	Budget	Oct			
REVENUE					
Ad Valorem/Property Taxes	\$ 64,132.73	\$ -	\$ -	-	0.00%
Donations - General			\$ -	-	N/A
Donations - Legal Defense			\$ -	-	N/A
Donations - Expense Reimbursements		\$ 180.00	\$ 180.00	180.00	N/A
Grants			\$ -	-	N/A
Fees			\$ -	-	N/A
Interest			\$ -	-	N/A
Insurance Proceeds			\$ -	-	N/A
Other		\$ 0.67	\$ 0.67	0.67	N/A
Total Revenue	\$ 64,132.73	\$ 180.67	\$ 180.67	180.67	0.28%

EXPENSES					
Salary & Wages - City Secretary	\$ 11,700.00	\$ -	\$ -	-	
Employer Payroll Tax		\$ -	\$ -	-	
Training & Travel	\$ 1,200.00	\$ -	\$ -	-	
City Council Meeting Room Rental	\$ 1,040.00	\$ 180.00	\$ 180.00	180.00	17.31%
City Hall Office Rental	\$ -	\$ -	\$ -	-	
Utilities	\$ -	\$ -	\$ -	-	
Office Equipment & Maintenance	\$ -	\$ -	\$ -	-	
Office Supplies	\$ 500.00	\$ -	\$ -	-	0.00%
Computers	\$ 1,000.00	\$ -	\$ -	-	0.00%
Software	\$ 200.00	\$ -	\$ -	-	0.00%
Phone	\$ 250.00	\$ -	\$ -	-	0.00%
Website	\$ 120.00	\$ -	\$ -	-	0.00%
Email Accounts	\$ 250.00	\$ -	\$ -	-	0.00%
Accounting/CPA Fees	\$ 4,000.00	\$ -	\$ -	-	0.00%
City Attorney	\$ 8,000.00	\$ -	\$ -	-	0.00%
Legal Fees	\$ 15,000.00	\$ 6,660.80	\$ 6,660.80	6,660.80	44.41%
Legal Fees - Retirement of Existing Debt	\$ 10,002.00				0.00%
Burnet County Tax Collection Fees	\$ 1,900.00	\$ -	\$ -	-	0.00%
Election Services Fees	\$ 400.00	\$ -	\$ -	-	0.00%
Newspaper/Notification Fees	\$ -	\$ -	\$ -	-	
Insurance Prem (TML Intergovt RiskPool)	\$ 980.00	\$ -	\$ -	-	0.00%
Texas Municipal League Mmbrship Fee	\$ 600.00	\$ -	\$ -	-	0.00%
Total Expenses	\$ 57,142.00	\$ 6,840.80	\$ 6,840.80	6,840.80	11.97%
Revenue Over/(Under) Expenditures			\$ (6,660.13)		

Note - Budget includes additional funds:

General Fund	\$ 970.00
Reserve Fund	\$ 6,020.73
Total Budgeted Expenses & Funds:	\$ 64,132.73

NOTE: THESE FINANCIAL REPORTS ARE CONSIDERED DRAFT STATUS PENDING 3RD PARTY AUDIT

City of Double Horn FY2019 - 2020 Balance Sheet

10/31/2019

ASSETS

Current Assets:

Cash in Bank - Operating	\$	16,473.34
Cash in Bank - Legal Defense	\$	145.95
Cash in Bank - Tax Revenues	\$	0.67
Total Cash	\$	16,619.96
Accounts Receivable - from Taxes	\$	64,132.73

TOTAL ASSETS

\$ 80,752.69

LIABILITIES

Current Liabilities:

Accounts Payable - Legal	\$	29,336.48
Accounts Payable - Insurance (TML)	\$	449.82

TOTAL LIABILITIES

\$ 29,786.30

NET

\$ 50,966.39

NOTE: THESE FINANCIAL REPORTS ARE CONSIDERED DRAFT STATUS PENDING 3RD PARTY AUDIT

City of Double Horn Legal Expense & Payment Summary FY2019 - 2020

10/31/2019

Invoice #	Date	Invoice Amount	Payment Recipient	Payment Amount	Balance	Check #	Paid from Account
AKERS & AKERS							
4730	4/19/2019	\$ 16,622.50			\$ 16,622.50		
4763	5/17/2019	\$ 1,826.93			\$ 18,449.43		
	6/3/2019		Akers & Akers LLP	(10,000.00)	\$ 8,449.43	1002	General Fund
4799	6/19/2019	\$ 2,251.60			\$ 10,701.03		
	7/17/2019		Akers & Akers LLP	(2,000.00)	\$ 8,701.03	1004	General Fund
	8/4/2019	\$ 531.22			\$ 9,232.25		
	9/19/2019		Akers & Akers LLP	(2,000.00)	\$ 7,232.25	1001	Legal Defense
	10/22/2019		Akers & Akers LLP	(7,232.25)		1008	General Fund
Total Akers & Akers		\$ 21,232.25		(21,232.25)		Remaining Balance	
							\$ -
Paid in Full							

MESSER, FORT, McDONALD							
10107	7/6/2019	\$ 14,330.20	Messer, Fort, McDonald		\$ 14,330.20		
10290	9/5/2019	\$ 11,113.23	Messer, Fort, McDonald		\$ 25,443.43		
10526	10/6/2019	\$ 6,660.80	Messer, Fort, McDonald		\$ 32,104.23		
	10/22/2019		Messer, Fort, McDonald	(2,767.75)		1009	General Fund
Total Messer, Fort, McDonald		\$ 32,104.23		(2,767.75)		Remaining Balance	
							\$ 29,336.48

ALL LEGAL EXPENSES

Total Legal Fees	\$ 53,336.48	Total Payments	\$ (24,000.00)	Remaining Balance	\$ 29,336.48
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