



CITY OF DOUBLE HORN

Minutes

Regular Meeting

City Council

Thursday December 12, 2019

6:00PM, 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:** Time 6:00pm
2. **Roll call to Confirm Quorum.**
RG Carver, John Osborne, Jim Millard, and Cathy Sereno are present.
Gwen Stirling and Glenn Leisey are absent.
Staff present: City Attorney Patty Akers and City Secretary Karen Maxwell
3. **Invocation:** RG Carver
4. **Pledge of Allegiance** – United States & Texas
5. **Close Regular Meeting:** Time 6:06pm
6. **Open Executive Session:** Time 6:07pm
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.
 - (b) Consultation with Attorney regarding municipal authority in the City Limits & ETJ
7. **Close Executive Session:** Time 6:59
8. **Re-Open Regular Meeting:** Time 6:59
9. **Consider any action needed from Executive Session:**

Motion: RG Carver moved to direct Messer, Fort and McDonald to represent the City of Double Horn in its appeal in the Texas Supreme Court in the matter of the State of Texas v. Double Horn.

Second: John Osborne seconded the motion.

Vote: The vote was unanimous and the motion passed.

10. **Approval of Minutes** – 11/14/19 Special City Council Meeting

Motion: Jim Millard moved to approve the previously corrected minutes edited by Mayor.

Second: John Osborne seconded the motion.

Vote: The vote was unanimous and the motion carried.

11. **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.

No citizens signed up to speak.

12. **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: Reports Attached

- 1) **FY 19 – 20 Revenue Expense Summary**
- 2) **FY 19 – 20 Balance Sheet**
- 3) **FY 19 – 20 Legal Expense/Payment Summary Report**

C. Emergency Management Team Update

A goal of 100% sign up in Warn Central TX has been set. Fifty-four people have signed up (- 50%) so far.

D. Seismic Monitoring Update

RG Carver checking on downloading Reports.

Karen will contact John Gary about getting link on website

E. Zoning and Ordinance Committee Update including:

- 1) **Discussion of *ORDINANCE 2019-ORD018* – an Ordinance of the City of Double Horn, Texas, Adopting a Zoning Ordinance.**

i. Confirm schedule for next Public Hearing and proper notice(s).

A tentative final draft will need to be to the secretary by January 2nd, for the submission of the Public Notice to the newspaper by noon January 3rd, for publishing in its January 7th issue, to allow posting of the draft by January 7th on the city website, announcing the Public Hearing being held on January 23rd, 2020 at 7pm in the Spicewood Community Center.

Postcards will go out to all property owners notifying them of the Public Hearing in the mail on January 7th. A map will be provided on the website.

- 2) **Discuss and consider Committee’s recommended approach to develop and maintain a *Master Fee Schedule Ordinance***

This topic will be continued to next month with a final draft for Council to approve.

F. Discuss and consider appointment for CAPCOG General Assembly Representative

The discussion for appointment was continued to next meeting.

G. Discuss and consider the need and cost of renting a city PO Box.

Motion: Jim Millard moved to procure a 5 ¾'x 11" post office box costing \$176 annually with a \$3.00 key fee (includes 2 keys).

Second: RG Carver seconded the motion.

Discussion: There seems to be intermittent issues with the mail delivery.

Vote: The vote was unanimous and the motion carried.

H. Discuss and consider purchase of a sealed locking bulletin board for postings at the Spicewood Community Center

John Osborne made a donation of up to \$500 to go for a freestanding covered locking Bulletin Board for installation at the Spicewood Community Center for the use of the City and the Center.

Motion: Jim Millard moved to accept the donation towards a freestanding sealed locking bulletin board to be installed at the Spicewood Community Center, with the cost not to exceed \$500, with the understanding it will be left behind if the city moves its meeting location and pending approval of the Spicewood Community Center Board.

Second: RG Carver seconded the motion.

Discussion: RG Carver will coordinate the work for installation with the Center.

Vote: The vote was unanimous and the motion passed.

I. Discuss and consider action on hardware/software purchase vs. lease strategy; costs & benefits.

This topic will be continued to next month after more research has been done.

J. Discuss and consider the job duties and time commitment allotted for City Secretary (Job Description)

This topic will be continued to next month after more research has been done.

K. Discuss and consider other matters for inclusion on the agenda for the next regular meeting of the City Council.

- Discuss and consider the job duties and time commitment allotted for City Secretary (Job Description)
- Plan and adopt Master Fee Schedule
- Discuss and consider action on hardware/software purchase vs. lease strategy; costs & benefits
- Discuss and the installation of a sealed locking bulletin board for postings at the Spicewood Community Center

13. Adjournment: Time 7:44pm

Motion: Jim Millard moved to adjourn the meeting.

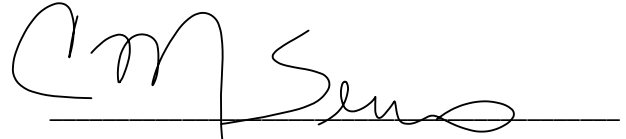
Second: John Osborne seconded the motion.

Vote: The vote was unanimous to adjourn the meeting and meet again on January 9th, 2020 at 7pm in the Spicewood Community Center.

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 9th day of December 2019 at 6 PM.

A handwritten signature in black ink, appearing to read "Cathy Sereno", written over a horizontal line.

Cathy Sereno, Mayor