



## CITY OF DOUBLE HORN

### MINUTES

#### REGULAR MEETING CITY COUNCIL

THURSDAY AUGUST 13, 2020

7:00PM

**TELECONFERENCE CALL:** PURSUANT TO SECTION 551.127 OF THE TEXAS GOVERNMENT CODE, AND IN CONJUNCTION WITH THE GUIDANCE AND PROVISIONS PROVIDED BY THE GOVERNOR OF TEXAS IN THE DECLARATION OF DISASTER ENACTED MARCH 13, 2020, MEMBERS OF THE CITY COUNCIL SHALL BE PARTICIPATING REMOTELY IN COMPLIANCE WITH THE TEXAS OPEN MEETINGS ACT, AS TEMPORARILY MODIFIED BY THE GOVERNOR, AND COUNCIL RULES OF PROCEDURE. THERE WILL BE NO PHYSICAL LOCATION FOR THE MEETING. MEMBERS OF THE PUBLIC MAY PARTICIPATE BY JOINING AT: **866-607-3969**

(NO PIN REQUIRED)

Members of the public will be allowed to speak on any agenda item during citizen comments, however, enforcement to the time limit (3 MINUTES) on comments will be enforced. **Citizens wishing to speak during citizen comments or on a particular agenda item need to notify the City Secretary at: CITYSECRETARY@DOUBLEHORNTX.ORG by 6:00 p.m. on AUGUST 12th (WEDNESDAY).**

1. **Call Meeting to Order:** Time 7:00pm
2. **Rollcall to Confirm Quorum**  
Mayor Pro Temp Jim Millard, RG Carver, John Osbourne, and Glenn Leisey. Mayor Sereno was not present. A quorum was met. The City Attorney, Patty Akers, and City Secretary, Karen Maxwell, were both present, also.
3. **Invocation:** Glenn Leisey
4. **Pledge of Allegiance** – U.S. & Texas
5. **Approval of Minutes** – 7/9/20 Regular Council Meeting & 7/27/20 Special City Council Meeting

**Motion:** RG Carver moved to approve the Regular Council meeting minutes from 7/9/20 with clarifications.

**Second:** John Osborne seconded the motion.

**Vote:** The vote was unanimous vote and the motion carried.

**Motion:** John Osborne moved to accept the Special Council meeting minutes from 7/27/20 as submitted.

**Second:** RG Carver seconded the motion.

**Vote:** The vote was unanimous and the motion carried.

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 Citizen Comments is limited to a statement of fact regarding the item; a statement concerning the policy regarding the item or a proposal to place the item on a future agenda. 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.

Tom Beker asked for the Council to consider applying a Senior Citizens cap on the city's taxes.

7. **Regular Agenda** – the Council will individually discuss, consider, and possibly take action on any or all of the following items:

A. **Treasurer's Report**

- 1) **Monthly Financial Reports: See attached**
- 2) **Status Update on QuickBooks**

It was agreed upon to send a check for \$10,000 to go to the City Attorney's office to pay toward the debt. Still working on getting identification numbers from the Texas Work Force to allow us to have QuickBooks to auto pay employment taxes,

B. **Emergency Management Team Update**

Fire Marshall from ESD9 obtained approval from the mayor to place mobile "Burn Ban" sign at Vista View entrance. Burn Ban flyers were also placed at each section's mail box bulletin board.

C. **Zoning & Ordinance Committee Update:**

- 1) **Discuss and consider action on proposed amendments to Double Horn Zoning Ordinance requested by attorney representing Spicewood Crushed Stone**
  - i. **Establish Public Hearing date & determine required communication**

**Action Item:** Patty Akers will be developing wording to correct the definitions of the rock-crusher to take care of this item. She will bring it back to Council for further review.

- 2) **Ordinance Committee Update**

Low Feder suggested the City needs to adopt the 2015 IMPC Code in its entirety as many surrounding cities have done. 2015 International Maintenance Code (IMPC), *Health and Sanitation*, add *Offenses and Nuisances*, and a *Building Code's- Construction Conduct*.

- 3) **Discuss and consider costs associated with code compliance**

Low Feder will be purchasing his own uniform.

Karen Maxwell researched the needs and came up with a low range or \$2400 to \$2900 on the high side depending on the type of phone, laptop, and whether all the code books are purchased.

D. **Discuss and consider action to fill, by appointment, an open position on City Council**

**Motion:** Glen Leisey moved to approve the appointment of Tom King to fill the open position on the Council with a term expiring November of 2021.

**Second:** RG Carver seconded the motion.

**Vote:** The vote was unanimous and the motion carried. Tom King will turn in signed paperwork to the City Secretary in the next few days.

E. **Discuss and consider action to participate in Hometown Hero's recognition**

An advertisement thanking the first responders was placed in the Special Edition of Hometown Heroes edition of the Highlander for \$195 to run as a thank you from the City of Double Horn. The council approved the placement of this advertisement.

**F. Discuss and consider approving the purchase of a hand-held digital sound level meter (Db Monitor)**

Potential list of items to consider:

- Hand held printer to be added into the budget.
- Type II device to be added to the budget. If it doesn't meet our needs, upgrade if needed the following budget. Code Enforcement Official will need to be trained.

**Action Item:** Include in the proposed 2020-2021 budget about \$1000 for the sound meter and a handheld printer.

**G. Discuss and consider action on Jill Shackelford consulting agreement**

There is interest in having Jill Shackelford come out and speak for 2-3 hours into the upcoming 2020-2021 budget year.

**Action Item:** The Budget Committee will look to see if there is room in the proposed 2020-2021 budget for Jill Shackelford to come out and speak if possible.

**H. Discuss and consider action on the purchase of Acrobat Pro (Adobe) and Anti-Virus Protection/VPN software**

The five connections package will cover the City's planned 4 computer connections. Acrobat Pro (Adobe) runs \$159 for 2017 edition and \$180 for 2020 edition through Academics and Collegiate Software and needs to be included into the proposed budget for the upcoming fiscal year.

**Action Item:** The Budget Committee will look to include the purchase of virus protection including VPN which runs \$80-90 (full price) for 5 connections & Acrobat Pro (Adobe) which runs about \$159.

**I. Discuss and consider action on establishing a City Office and related expense**

Council agreed that an office location was a necessity.

**Action Item:** The Budget Committee will include an estimated cost for a City office into the proposed budget for the following fiscal year.

**J. Discuss and consider action acquiring accounting/book-keeping services for next fiscal year.**

**Action Item:** The Budget Committee will look to work this into the 2020-2021 budget if feasible.

**K. Discuss the *FY2020-2021 Budget and Tax Rate Adoption*, and discuss and take any necessary action on a resolution calling for a *Public Hearing* for the *FY2020-2021* budget at a special called meeting, and authorize publication of any and all required legal notices for the *FY2020-2021* Budget Hearing, and Budget and Tax Rate.**

**RESOLUTION: 2020 – RES015 Public Hearing for Budget & Public Notice**

The proposed *2020-2021 Draft Budget* needs to be delivered to the City Secretary no later than August 29<sup>th</sup>. September 18<sup>th</sup> is the very last day to publish notice of a Public Hearing

**L. Discuss 2020 Tax Rate Calculation Worksheet and 2020 Notice of Tax Rates provided by Burnet County Appraisal District and posted on the City website. See City Documents, Budget & Tax Rate**

The City's intention is to not increase the tax rate and will continue work on proposed 2020-2021 Draft Budget.

**M. Mayor's update on Spicewood Crushed Stone (SCS) plans to test multi-frequency backup alarms**

Chris Bradford confirms SCS will be checking into alternate multi-frequency back-up alarms and will do a better job blending in with background noise.

**N. Discuss and consider action on recycling service proposals**

This topic will need to be continued to next Council Meeting.

**Action Item:** An ordinance will need to be developed for the city to contract trash with recycling including a Public Hearing to discuss with the community.

**O. Discuss and consider action on the placement of water storage tanks for fire suppression to protect commercial and residential property and the safety of all – Update**

Patty Akers shared the need to add further clarity and definition as it relates to water storage tanks for fire suppression, a municipal purpose, to the current zoning ordinance. It will require a Public Hearing.

**Action Item:** Jim Millard will get with the Mayor and City Secretary to set up a Public Hearing date and posting notices.

**P. Discuss and consider action on liability concern related to Native Plant Guest Speaker Event "walk" portion of event.**

There were concerns expressed regarding City's liability in the nature walk suggested by speaker. The event needs to be pinned down as to location and permissions needed for event.  
The discussion will be continued to next meeting.

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

- Discuss and consider action on liability concern regarding location and permissions related to Native Plant Guest Speaker Event "walk" portion of event.
- Discuss and consider action on recycling service proposals
- Mayor's update on Spicewood Crushed Stone (SCS) plans to test multi-frequency backup alarms

**8. Close Regular Meeting: 8:33pm**

**Motion:** Glenn Leisey moved to adjourn the meeting as no Executive Session needed.

**Second:** RG Carver seconded the motion.

**Vote:** The vote was unanimous. The Council will reconvene on September 10<sup>th</sup> for a Regular Council Meeting.

**9. Open Executive Session. NA**

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, or teleconference line, during the executive session (alternatively a private line may be opened for executive session).

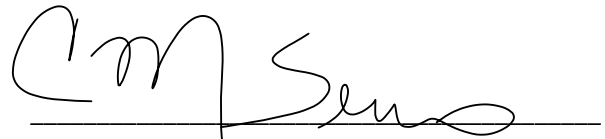
- i) Consultation with Attorney regarding Litigation: State of Texas v. Double Horn et al. N/A

**10. Close Executive Session N/A**

11. **Open Regular Meeting** N/A
12. **Consider action, if any, from Executive Session** N/A
13. **Adjournment:** Time 8:33

**The Council may go into closed session at any time to discuss an item on the agenda 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 10th day of August 2020 by 7PM.

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

Cathy Sereno, Mayor