



CITY OF DOUBLE HORN

AGENDA

REGULAR MEETING

CITY COUNCIL

THURSDAY JUNE 10, 2021

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. Rollcall to Confirm Quorum
3. Invocation
4. Pledge of Allegiance – U.S. & Texas

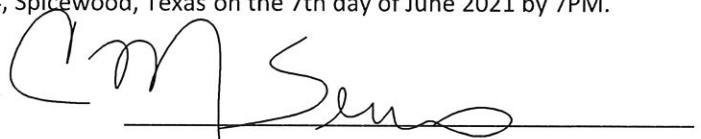
Texas Pledge: *Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*

5. Approval of Minutes –5/19/2021 Regular Council Meeting
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.
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
 - B. Emergency Management Team Update
 - C. Zoning & Ordinance Committee Update including:
 - 1) Appointing a new committee leader
 - 2) Presentation on Building Permit Process/Policy & Membership International Code Council
 - D. Discuss status of City Office & actions required including transition to new city phone number - UPDATES

- E. Discuss Steps Required to investigate community interest, costs/benefits and resources required to:
 - 1) Developing a Walking Path with milestone markers to promote the city & healthy activity - UPDATES
 - 2) Update on Expansion of the City's Library Program - UPDATES
 - 3) Knox Box solution - UPDATES
 - F. Discuss and consider action required to address excessive speed by drivers within the city limits
 - G. Confirm completion of Cyber Security Training by all Elected Officials
 - H. Discuss and consider actions required for the FY2022 Budget Planning Cycle & Review Budget Calendar
 - I. Discuss and consider actions required in preparation for the November 2021 Election Cycle
 - J. Discuss and consider action to recruit a volunteer for the Treasurer position
 - K. Announce resignation of Alderman Glenn Leisey
 - L. Discuss and consider action to fill open position on City Council (replacing Glenn Leisey)
 - M. Discuss and consider other matters for inclusion on the agenda for the next regular meeting of the City Council
8. Close Regular Meeting
9. 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, 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.
10. Close Executive Session
11. Open Regular Meeting
12. Consider action, if any, from Executive Session
13. Adjournment

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 7th day of June 2021 by 7PM.



Cathy Sereno, Mayor

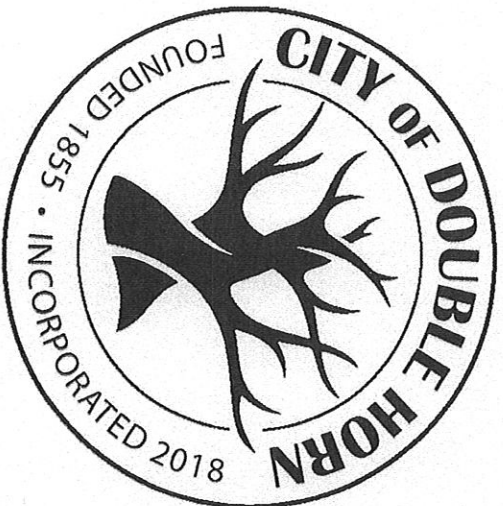
MAY

FINANCIAL AGENDA PACKET

CITY OF DOUBLE HORN

REGULAR MEETING of CITY COUNCIL

6/10/2021



**City of Double Horn
Budget vs. Actuals: City of Double Horn FY2021**

October 2020 - September 2021

	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	Jul 2021	Aug 2021	Sep 2021	Total	% of Budget	
Income															
1020 Ad Valorem Taxes		4,063.73	16,889.57	30,315.88	10,207.96	1,248.65	1,231.63	805.36	0.00	0.00	0.00	0.00	64,762.78	86,307.61	97.67%
1030 Donations General			20.00										20.00	0.00	0.00%
1070 Permits and Fees			1,000.00										1,000.00	1,000.00	100.00%
Total Income	\$ 0.00	\$ 4,063.73	\$ 17,909.57	\$ 30,315.88	\$ 10,207.96	\$ 1,248.65	\$ 1,231.63	\$ 805.36	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 65,782.78	\$ 87,307.61	97.73%
Gross Profit	\$ 0.00	\$ 4,063.73	\$ 17,909.57	\$ 30,315.88	\$ 10,207.96	\$ 1,248.65	\$ 1,231.63	\$ 805.36	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 65,782.78	\$ 87,307.61	97.73%
Expenses															
1110 Salaries & Wages	557.28	864.95	1,590.57	760.46	394.74	1,288.71	963.63	1,172.61					7,592.95	13,000.00	58.41%
1120 Training and Travel													0.00	500.00	0.00%
1125 Rent or Lease of Buildings			800.00	800.00	800.00	800.00	800.00	800.00	800.00				5,600.00	9,600.00	58.33%
1130 Utilities			425.00	24.87	55.84	91.98		117.93					715.62	1,200.00	59.64%
1135 Internet						314.72	87.27	88.27					490.26	1,200.00	40.86%
1140 Computer Equipment													0.00	500.00	0.00%
1160 Phone Expense	25.07	25.07	25.07			25.04		25.16					125.41	350.00	36.83%
1170 Website Expense			21.17			209.92							231.09	250.00	92.44%
1180 Email Expenses		459.74				89.42							549.16	550.00	99.85%
1190 Accounting	119.00	70.00		1,390.00	932.50	50.00	70.00	80.00	160.00				2,871.50	5,450.00	52.69%
1200 Legal & Professional Fees	2,214.00	4,500.00	2,562.00	750.00	5,335.80	3,474.00	6,852.25	7,722.00					33,410.05	25,272.61	132.20%
1240 Tax Collection Fees	274.06	288.73				268.73			268.73				1,346.98	1,200.00	112.42%
1250 Election Fees				75.00									75.00	75.00	100.00%
1260 Legal Posting	228.00												228.00	1,500.00	15.20%
1270 Insurance - TWL		1,035.86											1,035.86	990.00	104.53%
1275 Workmans Comp Insurance	102.90												102.90	300.00	34.30%
1280 Membership Fees	50.00			591.00									641.00	650.00	98.62%
1420 Software													0.00	350.00	0.00%
1655 Municipal Court Costs													0.00	500.00	0.00%
1660 Consulting Services				650.00									650.00	700.00	92.86%
6045 Bank fees	-19.95	0.00	0.16	-0.16									-19.95	0.00	0.00%
6055 Code Enforcement													0.00	950.00	0.00%
6235 Rent/Meeting Expenses	35.00	35.00	35.00	35.00	35.00	35.00	35.00	95.00					340.00	720.00	47.22%
6345 Office Equipment and Maintenance													0.00	750.00	0.00%
6355 Supplies - office	0.00												0.00	750.00	0.00%
6375 Taxes - payroll	57.68	89.52	156.54	58.18	30.19	98.59	73.72	89.70					654.12	0.00	0.00%
Total Expenses	\$ 3,643.04	\$ 7,348.87	\$ 5,615.51	\$ 5,134.35	\$ 7,584.07	\$ 6,746.11	\$ 8,881.87	\$ 10,190.67	\$ 1,228.73	\$ 0.00	\$ 0.00	\$ 288.73	\$ 58,641.95	\$ 67,307.61	84.15%
Net Operating Income	-\$ 3,643.04	-\$ 3,285.14	\$ 12,294.06	\$ 25,181.53	\$ 2,623.89	-\$ 5,497.46	\$ 7,650.24	-\$ 9,385.31	-\$ 1,228.73	\$ 0.00	\$ 0.00	-\$ 288.73	\$ 9,140.83	\$ 0.00	

Friday, Jun 04, 2021 11:45:16 AM GMT-7 - Accrual Basis



City of Double Horn

Balance Sheet
As of May 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Operating	31,912.78
1005 Property Tax	4,762.78
1010 Reserve Account	6,020.73
Total Bank Accounts	\$42,696.29
Total Current Assets	\$42,696.29
TOTAL ASSETS	\$42,696.29
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts payable	25,913.82
Total Accounts Payable	\$25,913.82
Credit Cards	
2300 First United Bank Credit Card	35.00
Total Credit Cards	\$35.00
Other Current Liabilities	
2160 Payroll tax payable	71.04
2170 SUTA payable	243.00
Payroll Liabilities	
Federal Taxes (941/944)	93.30
Total Payroll Liabilities	93.30
Total Other Current Liabilities	\$407.34
Total Current Liabilities	\$26,356.16
Total Liabilities	\$26,356.16
Equity	
Retained Earnings	5,701.84
Net Income	10,638.29
Total Equity	\$16,340.13
TOTAL LIABILITIES AND EQUITY	\$42,696.29

Note

Note: Property Tax Revenue is not setup as a receivable (different from last year's format).
Payroll Tax SUTA Calculation - setup error correct, liability will be corrected by CPA. No balance due.

City of Double Horn Legal Expense & Payment Summary FY2020 - 2021

5/31/2021

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		
4799	6/19/2019	\$ 2,251.60	Akers & Akers LLP	\$ (10,000.00)	\$ 8,449.43	1002	Operating Account
	7/17/2019	\$	Akers & Akers LLP	\$ (2,000.00)	\$ 10,701.03	1004	Operating Account
	8/4/2019	\$ 531.22	Akers & Akers LLP	\$ (2,000.00)	\$ 8,701.03		
	9/19/2019	\$	Akers & Akers LLP	\$ (2,000.00)	\$ 9,232.25	1001	Legal Defense
	10/22/2019	\$	Akers & Akers LLP	\$ (7,232.25)	\$ 7,232.25	1008	Operating Account
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	10/7/2019	\$ 6,660.80	Messer, Fort, McDonald	\$	\$ 32,104.23		
	10/22/2019	\$	Messer, Fort, McDonald	\$ (2,767.75)	\$ 29,336.48	1009	Operating Account
10677	11/11/2019	\$ 7,531.40	Messer, Fort, McDonald	\$	\$ 36,867.88		
10889	12/10/2019	\$ 1,818.00	Messer, Fort, McDonald	\$	\$ 38,685.88		
11158	1/16/2020	\$ 4,513.63	Messer, Fort, McDonald	\$	\$ 43,199.51		
11253	1/17/2020	\$ 8,362.99	Messer, Fort, McDonald	\$ (5,000.00)	\$ 38,199.51	1018	Operating Account
	2/7/2020	\$	Messer, Fort, McDonald	\$ (5,000.00)	\$ 46,562.50		
	3/4/2020	\$	Messer, Fort, McDonald	\$ (5,000.00)	\$ 41,562.50	2001	Operating Account
11381	3/5/2020	\$ 1,068.00	Messer, Fort, McDonald	\$	\$ 42,630.50		
11558	4/2/2020	\$ 282.00	Messer, Fort, McDonald	\$	\$ 42,912.50		
11780	5/5/2020	\$ 84.00	Messer, Fort, McDonald	\$	\$ 42,996.50		
11940	6/1/2020	\$ 5,388.00	Messer, Fort, McDonald	\$ (5,000.00)	\$ 37,996.50	2012	Operating Account
	6/12/2020	\$	Messer, Fort, McDonald	\$ (5,002.00)	\$ 38,382.50	2014	Operating Account
12148	7/9/2020	\$ 2,796.00	Messer, Fort, McDonald	\$	\$ 41,178.50		
12363	8/11/2020	\$ 3,402.00	Messer, Fort, McDonald	\$ (10,000.00)	\$ 44,580.50	2025	Operating Account
12562	8/24/2020	\$ 2,835.00	Messer, Fort, McDonald	\$	\$ 37,415.50	2028	Operating Account
	9/11/2020	\$	Messer, Fort, McDonald	\$ (10,000.00)	\$ 29,629.50		
12771	10/6/2020	\$ 2,214.00	Messer, Fort, McDonald	\$ (5,000.00)	\$ 24,629.50	2037	Operating Account
12935	11/6/2020	\$ 4,500.00	Messer, Fort, McDonald	\$ (5,000.00)	\$ 29,129.50	2044	Operating Account
13114	12/8/2020	\$ 2,562.00	Messer, Fort, McDonald	\$	\$ 27,441.50		
13334	1/12/2021	\$ 750.00	Messer, Fort, McDonald	\$ (5,000.00)	\$ 27,441.50	2057	Operating Account
13455	1/18/2021	\$ 5,335.80	Messer, Fort, McDonald	\$ (5,000.00)	\$ 22,441.50	2065	Operating Account
	2/8/2021	\$	Messer, Fort, McDonald	\$ (5,000.00)	\$ 22,777.30		
13735	2/23/2021	\$ 3,474.00	Messer, Fort, McDonald	\$ (2,500.00)	\$ 26,251.30	2071	Operating Account
	3/12/2021	\$	Messer, Fort, McDonald	\$ (2,500.00)	\$ 30,603.55		
13871	4/7/2021	\$ 6,852.25	Messer, Fort, McDonald	\$	\$ 28,103.55	2079	Operating Account
	4/9/2021	\$	Messer, Fort, McDonald	\$ (10,000.00)	\$ 25,825.55		
	5/12/2021	\$ 7,722.00	Messer, Fort, McDonald	\$	\$ 25,825.55	2091	Operating Account
	5/20/2021	\$	Messer, Fort, McDonald	\$	\$		
Total Legal Fees		\$ 103,595.30		\$ (77,769.75)			Remaining Balance
							\$ 25,825.55

ALL LEGAL EXPENSES	Total Legal Fees	\$ 124,827.55	Total Payments	\$ (99,002.00)	Remaining Balance	\$ 25,825.55
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