



**CITY OF DOUBLE HORN
MINUTES
REGULAR MEETING & PUBLIC HEARING
CITY COUNCIL
THURSDAY SEPTEMBER 9, 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: Time 7pm
2. Rollcall to Confirm Quorum
RG Carver, John Osborne, Tom King, Jim Millard and Cathy Sereno were present at the meeting. Karen Maxwell, City Secretary, was also present.
3. Invocation: RG Carver
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 – August 12, 2021, Regular Council Meeting

Motion: RG Carver moved to approve the distributed minutes for August 12, 2021.
Second: Bob Schmitz 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.
No one signed up to speak to non-agenda items.
7. Regular Agenda – the Council will individually discuss, consider, and possibly take action on any or all of the following items:
Public Hearing/Public Meeting Opened at 7:03PM

- A. Conduct a **Public Hearing**; and consider, discuss, and take any action necessary regarding **Ordinance No. 2021-ORD028 of the City of Double Horn, Texas, approving the Budget for Fiscal Year 2021 – 2022**, adopting a budget and appropriating resources for the City of Double Horn, Texas, for the Fiscal Year 2021 2022. *(Roll call vote required.)*

Motion: Jim Millard moved to approve the *Acknowledgement of Claim for an Amount Owed by the City of Double Horn for Legal Services Agreement*.

Second: Bob Schmitz seconded the motion.

Discussion: A 6.5 year payment plan was negotiated with Messer Fort MacDonald for the debt of legal fees owed.

Vote: The vote was unanimous and the motion carried.

Action Item: Cathy Sereno will forward the approved agreement to Messer Fort MacDonald.

Motion: RG Carver moved to approve the Ordinance No. 2021-ORD028 adopting the FY 21-22 Budget for the City of Double Horn, Texas.

Discussion: Neither the Council nor citizens present had any questions or input regarding the budget.

Second: Tom King seconded the motion.

Vote:

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

NAME	Yea	Nay	Abstain	Absent
Jim Millard	X			
RG Carver	X			
Bob Schmitz	X			
John Osborne	X			
Tom King	X			

Public Hearing Closed 7:12pm

- B. Consider, discuss, and take any action necessary regarding **Resolution No. 2021- RES018 of the City of Double Horn, Texas, Ratifying the Property Tax Increase** reflected in the 2021-2022 budget. *(Roll call vote required.)*

Motion: RG Carver moved to approve **Resolution No.2021-RES018 Ratifying the FY 21-22 Property Tax Rate** that requires raising more revenue from property taxes than in the previous year.

Second: Jim Millard seconded the motion.

Discussion: Neither the Council nor citizens present had any questions or input regarding the property tax revenue increase over last year.

Recorded Vote: The vote was unanimous and the motion carries.

NAME	Yea	Nay	Abstain	Absent
Jim Millard	X			
RG Carver	X			
Bob Schmitz	X			
John Osborne	X			
Tom King	X			

- C. Consider, discuss, and take any action necessary regarding **Ordinance No. 2021-ORD029 of the City of Double Horn, Texas, adopting a Property Tax Rate** reflected in the Fiscal Year 2021-2022 budget of \$0.095000 per \$100 valuation on all taxable property within the corporate limits of the City of Double Horn for Fiscal Year 2021-2022 *(Roll call vote required.)*

Motion: RG Carver motioned approval of Ordinance No. 2021-ORD029 and he moved that the property tax rate be increased by the adoption of a tax rate of 0.0950, which is effectively 8.5% by which the proposed tax rate exceeds the no-new-revenue tax rate percent increase in the tax rate."

Second: Tom King seconded the motion.

Discussion: Neither the Council nor citizens present had any questions or input regarding the tax rate.

Vote:

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

NAME	Yea	Nay	Abstain	Absent
Jim Millard	X			
RG Carver	X			
Bob Schmitz	X			
John Osborne	X			
Tom King	X			

D. Treasurer’s Report- See attached Report

1) Monthly Financial Reports

The Council reviewed the financial report.

2) Appointment of new Treasurer

The Council reviewed and discussed the qualifications of Lindsay Thompson, noting that she is a CPA in both Kansas and Texas. A set of keys were issued to her for the front door, conference room, and filing cabinet.

Motion: John Osborne moved to approve Lindsay Thompson as a volunteer Treasurer for the City of Double Horn.

Second: Jim Millard seconded the motion.

Vote: The vote was unanimous and the motion carried.

E. Emergency Management Team Update including (report attached)

1) September Preparedness Month

The Council reviewed the Emergency Management Report.

F. Zoning & Ordinance Committee Update

The Council heard and discussed the update.

Action Item: Karen Maxwell needs to send an email to the ICC to add RG Carver and Bob Schmitz to the City account.

G. Discuss and consider actions required to manage tracking of the Assurance of Voluntary Compliance Agreement

The Council reviewed the draft version of the report to go to the Attorney General’s office as the first quarter report.

H. Update from meeting with the President of DHIA; discuss next steps & strategy

Michael Schacherbauer invited the City Council to attend the September 30th DHIA Board Meeting.

Action Item: Karen Maxwell needs to request that Gate 4 remain open for 15 minutes before the DHIA and for the 2 hours of the meeting. Try asking Jack Allen first.

Action Item: Jim Millard will work with DHIA to try and figure out a plan for getting high speed internet throughout all of DHC.

I. Update from meeting with President of DHCWSC; discuss next steps & strategy

The Council discussed and reviewed information learned at meeting.

J. Review and accept City Secretary’s *Certification of Unopposed Candidates*

Motion: Jim Millard move to accept City Secretary’s *Certification of Unopposed Candidates* for the 2021 November election.

Second: John Osborne seconded the motion.

Vote: The vote was unanimous and the motion carried.

- K. Discuss and consider action on *Ordinance 2021-ORD027 an Ordinance Cancelling the General Election and Declaring Unopposed Candidates Elected*

Motion: RG Carver approved the *Ordinance 2021-ORD027 an Ordinance Cancelling the General Election and Declaring Unopposed Candidates Elected*.

Second: Jim Millard seconded the motion.

Vote: The vote was unanimous and the motion carried.

- L. Discuss and consider action on the August 19, 2021, **SCS Blasting Report provided by IGS**- See attached report

The Council discussed the report.

- M. Discuss and consider action to nominate a candidate for a position on Burnet Central Appraisal District Board of Directors Council discussed the option to nominate a candidate.

The Council discussed and no action was taken.

- N. Discuss and consider approving requirements and a list of volunteers to provide coverage (backup) during City Office Hours as needed

The Council discussed volunteer application and confidentiality agreement. The list of approved volunteers is as follows: Wendy Wright, Laura Rathe, Debbe Gary, Bobbie Osborne, Susan Carver, Sig Sereno, Amanda Schmitz, and Lindsay Thompson.

- O. Discuss progress on second Little Library

The Council discussed the progress of the next Little Library.

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

- Discuss and consider ways the city can encourage Spectrum to complete infrastructure to the remaining parts of the city.
- Discuss and consider ways the Website can aid citizens connection to DHIA? DHCWSC?

8. Close Regular Meeting: N/A

9. Open Executive Session: N/A

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 City's Attorney regarding State of Texas v. City of Double Horn, et al. Cause No 49209, 424th District Court, Burnet County, Texas and to discuss next steps required to implement details of the Assurance of Voluntary Compliance agreement.

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 8:28 PM

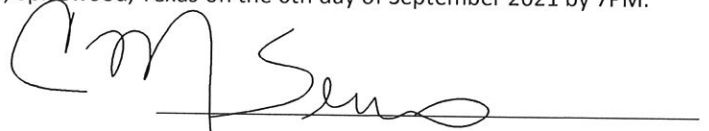
Motion: RG Carver moved to adjourn the meeting.

Second: Jim Millard seconded the motion.

Vote: The vote was unanimous and the motion carried. The Council will reconvene at the next Regular Meeting on October 14th at 7pm in the Spicewood Community Center.

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 6th day of September 2021 by 7PM.

A handwritten signature in black ink, appearing to read 'Cathy Sereno', is written over a horizontal line. The signature is fluid and cursive.

Cathy Sereno Mayor

**ADOPTED BUDGET
CITY OF DOUBLE HORN, TEXAS
2021-2022 FISCAL YEAR
COVER SHEET**

(in compliance with Sec. 102.007 of the Tex. Loc. Gov't Code)

1. NOTICE: This budget will raise more revenue from property taxes than last year's budget by an amount of \$12,116.55, which is a 18.27 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$4,026.13.

2. RECORD VOTE: The record vote of each member of the City Council voting on the adoption of this budget is:

Mayor Cathy Sereno (does not vote)

Council Member James Millard Yea Nay Abstain Absent

Council Member R.G. Carver Yea Nay Abstain Absent

Council Member Bob Schmitz Yea Nay Abstain Absent

Council Member John Osborne Yea Nay Abstain Absent

Council Member Tom King Yea Nay Abstain Absent

3. PROPERTY TAX RATES:

	FY 2020-2021	FY 2021-2022
Property Tax Rate	0.0950	0.0950
No-New-Revenue Tax Rate	0.0984	0.0875
No-New-Revenue Maintenance and Operations Tax Rate	0.0984	0.0875
Voter-Approval Tax Rate	0.1018	0.0973
Debt Rate	0.0000	0.0000

4. TOTAL AMOUNT OF DEBT OBLIGATIONS: None.



CITY OF DOUBLE HORN, TEXAS

**ADOPTED ANNUAL OPERATING BUDGET
FOR FISCAL YEAR 2021 - 2022**

2020 APPRAISAL ROLL INFORMATION:	
Market Value	\$ 75,305,329.00
Taxable Value	\$ 72,527,518.00
Value Under Protest	\$ 21,000,236.00
Owner's Estimate of Value	\$ 18,270,205.00
Adjusted Taxable Value	\$ 69,797,487.00

2021 APPRAISAL ROLL INFORMATION:	
Market Value	\$ 86,328,452.00
Taxable Value	\$ 82,551,751.00
Value Under Protest	\$ -
Owner's Estimate of Value	\$ -
Adjusted Taxable Value	\$ 82,551,751.00

TAX RATE	ADOPTED FY2020 - 2021
Property Tax Rate	0.0950
No-New-Revenue Tax Rate	0.0984
No-New Revenue Maintenance & Operations Tax Rate	0.0984
Voter-Approval Tax Rate	0.1018
Debt Rate	0.0000

TAX RATE	ADOPTED FY2021 - 2022
Property Tax Rate	0.0950
No-New-Revenue Tax Rate	0.0875
No-New Revenue Maintenance & Operations Tax Rate	0.0875
Voter-Approval Tax Rate	0.0973
Debt Rate	0.0000

The Adopted Budget is attached in detail form. Summary comments on the Budget for FY2021-2022 are as follows:

- 1) Unlike the 2 prior years, there are no property value's under protest in the 2021 Appraisal Roll Information
- 2) The Proposed Tax Rate of .0950, is the same as the current tax rate which has remained unchanged since incorporation. However, due to increased property values the Proposed Tax Rate of .0950 is higher than the No-New Revenue Tax Rate of .0875
- 3) All legal services, City Attorney fees and litigation, are provided by Messer, Fort & McDonald. A 6.65 year, no interest, payment plan has been negotiated to retire litigation debt. (Acknowledgement of Claim for Amounts Owed By City of Double Horn for Legal Services Agreement)
- 4) The City's office space will be expanded this year to include an onsite meeting room suitable for Council Meetings and other events. The budget reflects the rental increase (Office Rental) as well as one-time expenses listed as separate line items to cover the remodel & furnishings (Remodel Expense & Office Equipment & Maintenance)
- 5) The City is initiating a series of projects aimed at improving safety and security in our city. The FY2021-2022 project funded in this budget is the purchase and Installation of Knox Boxes at entrance gates (6).
- 6) Reserve Balance remains unchanged.

CITY OF DOUBLE HORN, TEXAS FY2021 - 2022 ADOPTED BUDGET

as of 7/31/21

Description	FY2020-2021 Adopted Budget	FY2020-2021 FYTD Actual	FY2020-2021 Forecast	FY2021-2022 Adopted Budget	% Change	Notes
Revenue (Not Including Carry Over)						
Ad Valorem/Property Taxes	\$ 66,307.61	\$ 67,560.70	\$ 68,592.00	\$ 78,424.16	18.27%	
Donations		\$ 20.00	\$ 20.00			
Grants						
Fees	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.0%	SCS Blasting Permit
Bonds						
Other						
Total Revenue (Not Including Carry Over)	\$ 67,307.61	\$ 68,580.70	\$ 69,612.00	\$ 79,424.16	18.0%	
Expenses						
Salary & Wages: City Secretary & Tax	\$ 13,000.00	\$ 9,591.34	\$ 11,510.00	\$ 12,380.00	-4.8%	9.5hrs/wk@\$25 Includes taxes
Training & Travel	\$ 500.00	\$ -	\$ -	\$ 1,000.00	100.0%	Notary Training & Other
Office Rental	\$ 9,600.00	\$ 6,400.00	\$ 8,000.00	\$ 20,100.00	109.4%	2@\$800, 10@\$1850
Remodel Expense (NEW)	\$ -	\$ -	\$ -	\$ 1,500.00		Remodel city office to add large meeting room
Meeting Expense	\$ 720.00	\$ 520.00	\$ 720.00	\$ 720.00	0.0%	Assumes 12 Meetings
Utilities	\$ 1,200.00	\$ 884.63	\$ 1,025.00	\$ 1,200.00	0.0%	PEC
Office Equipment & Maintenance	\$ 750.00	\$ -	\$ -	\$ 2,000.00	166.7%	includes: Tables, folding chairs, projector
Computers/Monitors	\$ 500.00	\$ -	\$ -	\$ 2,500.00	400.0%	
Software	\$ 350.00	\$ -	\$ -	\$ 350.00	0.0%	
Office Supplies	\$ 750.00	\$ 305.72	\$ 305.72	\$ 924.14	23.2%	includes mailings
Phone	\$ 350.00	\$ 200.87	\$ 200.87	\$ -	-100.0%	Included w/internet fee
Internet & Phone	\$ 1,200.00	\$ 578.53	\$ 845.00	\$ 1,440.00	20.0%	Spectrum - full year, promo expires
Website & Domains	\$ 250.00	\$ 231.09	\$ 231.09	\$ 250.00	0.0%	Website & 2 Domains(.org, .com)
Email accounts	\$ 550.00	\$ 549.16	\$ 549.16	\$ 635.00	15.5%	8 Email Accounts
Newspaper / Notification Fees	\$ 1,500.00	\$ 228.00	\$ 1,000.00	\$ 1,500.00	0.0%	
Accounting & CPA	\$ 5,450.00	\$ 2,951.50	\$ 3,491.50	\$ 2,760.00	-49.4%	Fees:\$960, Consulting: 12Hrs :\$1800
Safety/Improvement Projects (NEW)	\$ -	\$ -	\$ -	\$ 4,000.00		Knox Box & Installation - 6 gates
Legal Expense 190.00-250.00	\$ 25,272.61	\$ 44,896.97	\$ 50,000.00	\$ 12,000.00	-52.5%	City Attorney Legal Fees
Legal Fees - Retirement of Existing Debt				\$ 6,000.00		Budget amount based on payment plan
Municipal Court Fees	\$ 500.00	\$ -	\$ -	\$ 500.00	0.0%	
Code Enforcement	\$ 950.00	\$ -	\$ -	\$ 500.00	-47.4%	
Consulting/Outside Services	\$ 700.00	\$ 650.00	\$ 650.00	\$ 3,000.00	328.6%	Strategic Planning/Agreements
Membership	\$ 650.00	\$ 641.00	\$ 641.00	\$ 650.00	0.0%	TML / CAPCOG
Insurances (Liability)	\$ 990.00	\$ 1,035.86	\$ 1,035.86	\$ 2,160.00	118.2%	Increase: no longer Small Municp. Program
Insurances (Workers Comp)	\$ 300.00	\$ 102.90	\$ 102.90	\$ 105.00	-65.0%	One employee
Election	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	0.0%	Next: November 2022
Burnet County Tax Collection Fees	\$ 1,200.00	\$ 1,348.98	\$ 1,348.98	\$ 1,175.02	-2.1%	Provided by BCAD 6/11/21
Total Operating Expenses	\$ 67,307.61	\$ 71,191.55	\$ 81,732.08	\$ 79,424.16	18.0%	
Reserve Fund	\$ 6,020.73	\$ 6,020.73	\$ 6,020.73	\$ 6,020.73		
Total Operating Expenses & Fund Balances	\$ 73,328.34	\$ 77,212.28	\$ 87,752.81	\$ 85,444.89		



City of Double Horn

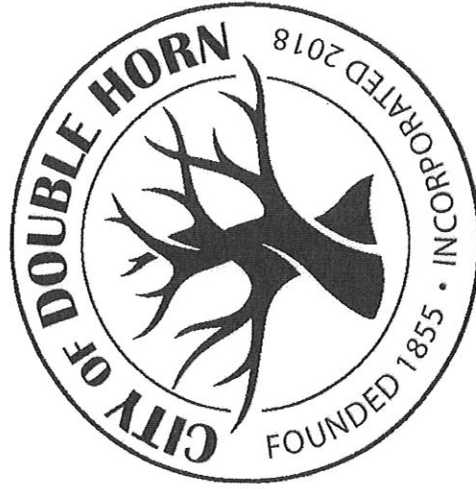
Balance Sheet
As of July 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Operating	24,574.85
1005 Property Tax	3,060.70
1010 Reserve Account	6,020.73
Total Bank Accounts	\$33,656.28
Total Current Assets	\$33,656.28
TOTAL ASSETS	\$33,656.28
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts payable	29,712.45
Total Accounts Payable	\$29,712.45
Credit Cards	
2300 First United Bank Credit Card	470.86
Total Credit Cards	\$470.86
Other Current Liabilities	
Payroll Liabilities	
Federal Taxes (941/944)	93.30
Total Payroll Liabilities	93.30
Total Other Current Liabilities	\$93.30
Total Current Liabilities	\$30,276.61
Total Liabilities	\$30,276.61
Equity	\$3,379.67
TOTAL LIABILITIES AND EQUITY	\$33,656.28

Note

Note: Property Tax Revenue is not setup as a receivable (different from last year's format).

AUGUST
FINANCIAL AGENDA PACKET
CITY OF DOUBLE HORN
REGULAR MEETING of CITY COUNCIL
9/9/2021



**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			
	Actual		Actual		Actual		Actual		Actual		Actual		Actual		Actual		Actual		Actual		Actual		Actual		Actual		Budget	% 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		2,136.98		660.94		1,354.76		68,915.46		66,307.61		103.93%	
1050 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	\$	2,136.98	\$	660.94	\$	1,354.76	\$	69,935.46	\$	67,307.61	103.90%	
Gross Profit	\$	0.00	\$	4,063.73	\$	17,909.57	\$	30,315.88	\$	10,207.96	\$	1,248.65	\$	1,231.63	\$	805.36	\$	2,136.98	\$	660.94	\$	1,354.76	\$	69,935.46	\$	67,307.61	103.90%	
Expenses																												
1110 Salaries & Wages	557.28		864.95		1,590.57		760.46		394.74		1,288.71		963.63		1,172.61		429.57		1,044.90		686.60		9,764.02		13,000.00		75.11%	
1120 Training and Travel																												
1125 Rent or Lease of Buildings					800.00		800.00		800.00		800.00		800.00		800.00		800.00		800.00		800.00		8,000.00		9,600.00		83.33%	
1130 Utilities			425.00		24.87		55.84		91.98		314.72		87.27		88.27		88.27		169.01		91.27		975.90		1,200.00		81.33%	
1135 Internet																												
1140 Computer Equipment																												
1160 Phone Expense	25.07		25.07		25.07		75.00		75.00		25.04		25.04		25.16		25.14		25.14		25.14		0.00		500.00		0.00%	
1170 Website Expense			21.17		21.17						209.92																	
1180 Email Expenses			459.74								89.42																	
1190 Accounting	119.00		70.00				1,390.00		932.50		50.00		70.00		80.00		240.00		4,366.96		8,556.96		549.16		550.00		99.85%	
1220 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		7,119.96		4,366.96		8,556.96		2,951.50		5,450.00		54.16%	
1240 Tax Collection Fees	274.06		268.73								288.73						268.73						53,483.93		25,272.61		211.51%	
1250 Election Fees																												
1260 Legal Posting	228.00																											
1270 Insurance - TML			1,035.86																									
1275 Workmans Comp Insurance	102.90																											
1280 Membership Fees	50.00						591.00																					
1420 Software																												
1655 Municipal Court Costs																												
1660 Consulting Services																												
6045 Bank fees	-19.95		0.00		0.16		-0.16																					
6055 Code Enforcement																												
6235 Rent/Meeting Expenses	35.00		35.00		35.00		35.00		35.00		35.00		35.00		95.00													
6345 Office Equipment and Maintenance																												
6355 Supplies - office	0.00																											
6375 Taxes - payroll	57.88		69.52		156.54		58.18		30.19		98.99		73.72		89.70		32.86		305.72		53.29		305.72		750.00		40.76%	
Payroll Expenses																												
Taxes	0.00		0.00		-243.00																							
Total Payroll Expenses	\$	0.00	\$	7,348.87	\$	5,372.51	\$	5,134.35	\$	7,684.07	\$	6,746.11	\$	8,881.87	\$	10,215.83	\$	9,004.55	\$	7,668.94	\$	10,375.12	\$	1,068.73	\$	82,434.99	\$	67,307.61
Total Expenses	\$	3,643.04	\$	3,285.14	\$	12,637.06	\$	25,181.53	\$	2,623.89	\$	5,497.46	\$	7,650.24	\$	9,410.47	\$	6,867.57	\$	6,399.00	\$	9,020.36	\$	1,068.73	\$	12,489.53	\$	0.00
Net Income																												

Friday, Sep 03, 2021 07:45:29 AM GMT-7 - Accrual Basis



City of Double Horn

Balance Sheet
As of August 31, 2021

ASSETS	TOTAL
Current Assets	
Bank Accounts	
1000 Operating	
1010 Reserve Account	26,604.26
Total Bank Accounts	6,020.73
Total Current Assets	\$32,624.99
TOTAL ASSETS	\$32,624.99
LIABILITIES AND EQUITY	\$32,624.99
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts payable	
Total Accounts Payable	38,092.13
Other Current Liabilities	\$38,092.13
2160 Payroll tax payable	
Payroll Liabilities	51.52
Federal Taxes (941/944)	
Total Payroll Liabilities	93.30
Total Other Current Liabilities	93.30
Total Current Liabilities	\$144.82
Total Liabilities	\$38,236.95
Equity	\$38,236.95
TOTAL LIABILITIES AND EQUITY	\$ -5,611.96
	\$32,624.99

Note

Note: Property Tax Revenue is not setup as a receivable (different from last year's format).

September 9, 2021

EMERGENCY MANAGEMENT Report to the City of Double Horn

1. Current EM Team Membership

Harry Brunner – EM Coordinator
Curtis Raetz – Safety and Medical Officer
Wendy Wright – Finance and Administration
Jim Millard – Logistics and Deputy EMC
John Osborne – Operations
Laura Rathe – Public Information Officer
Open – Planning
Paul Graber - Advisor

NOTE: Updated organizational chart below

2. EM Team Training Status

Created an EM team training sheet (attached)

Training completed since last meeting

Wendy Wright completed IS-100 Intro to the Incident Command System

Harry Brunner completed IS-700 Intro to the National Incident Management System

City of Double Horn Emergency Management Training Status						
Name	Position	G200	IS - 100	IS-200	IS-700	IS-800
Brunner, Harry	EMC	Completed	Completed	Completed	Completed	
Graeber, Paul	Advisor					
Millard, James	Logistics		Completed			
Osborne, John	Operations					
Raetz, Curtis	Safety & Medical Officer		Completed	Completed	Completed	Completed
Rathe, Laura	Public Information				Completed	Completed
Wright, Wendy	Finance & Administration		Completed			

3. Status on our registration with TDEM GMS for American Rescue Plan Act Coronavirus Local Fiscal Recovery Funds (CLFRF).

I have submitted a request to the US Treasury as directed by TDEM to add Double Horn to the list of eligible NEUs. This seems to be the only avenue for redress. Treasury opened case #00014567. Request submitted on 7/23/21. No response to date.

I have also submitted a request to Governor Abbott via the online portal (<https://gov.texas.gov/apps/contact/assistance.aspx>). Request submitted 8/4/21. No response to date.

I have also reached out to Senator Cornyn to ask for his assistance to assist in obtaining an answer to my request to the US Treasury. My contact at the Texas Emergency Management, Division Chief Blair Walsh, made the introduction to Mr. Jacob Smith who is Senator Cornyn's legislative assistant in Washington. Mr. Smith called me back immediately and we discussed the relevant details of Double Horn being left off the eligible list of NEU's. He agreed to follow up with Treasury to advocate for our cause. Initial conversation with Mr. Smith was on 8/28/21. As of this writing, I have not received an update.

4. Warn Central Texas Program

There were two new Warn Central Texas signups in August. Current total is 109.

5. US Postal Address Management Correspondence

Letter to US Postal Management requesting that Double Horn be included in the 78669 database was drafted and was signed by Mayor Sereno and sent as requested. No response to date.

5. Featured Speaker Event: Fire Safety

Spicewood Fire Chief Sam Stacks discussed "How to Protect Your Home and Property" at the Double Horn Pavilion on August 21st. This was the second event in the city's Featured Speaker Series. The presentation was informative and well received by the approximately 20 residents in attendance.

Harry Brunner
 Double Horn EMC
 Cell: 949-293-3978

Copies:

Emergency Management Team Members:

- Paul Graeber
- Alderman - Jim Millard
- Alderman - John Osborne
- Curtis Raetz
- Laura Rathe
- Wendy Wright

City Officers

- Mayor - Cathy Sereno
- City Secretary - Karen Maxwell

