



**CITY OF DOUBLE HORN  
AGENDA  
REGULAR MEETING  
CITY COUNCIL  
THURSDAY NOVEMBER 11, 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 –October 14, 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
  - D. Discuss and consider actions required on progress related to water service & discussions with DHCWSC


- E. Discuss participating and promoting Fire Protection Water Storage Tank installation including participating in LCRA Check Ceremony on November 15<sup>th</sup>, 10am
  - F. Discuss and consider approval to execute Interlocal Agreement to Participate in the Burnet County Hazard Mitigation Plan Update
  - G. Discuss and consider action on ESD9 memo of understanding (MOU) to formalize the existing agreement to provide fire & emergency medical services to the City of Double Horn
  - H. Spicewood Crushed Stone Update regarding Central Texas Groundwater Conservation District Notice of Hearing on Application for Operating Permit for a well (industrial purposes)
  - I. Discuss and consider actions related to discussions with DHIA Board & potential opportunities for the City to partner with the DHIA Board to promote safety & security on roads
  - J. Discuss and consider actions required for planning for the provision of sewage services
  - K. Discuss and consider actions required for trash/recycling/other related services
  - L. Discuss and consider actions required for website enhancements/communication
  - M. Discuss and consider actions the city can take to encourage Spectrum to complete infrastructure required for property within the city boundaries
  - N. Discuss and consider actions to purchase and install Knox Boxes - Update
  - O. Discuss and consider actions required in preparation for the annual State of the City report
  - P. Discuss participating in the DHCWSC & DHIA Annual meeting – setting up a table only (not on the agenda)
  - Q. Discuss Burnet Central Appraisal District Board of Directors Ballot and cast votes (3)
  - R. Discuss and approve **2021-RES019 a Resolution of Votes Cast to Elect Directors for the Burnet Central Appraisal District for the Year 2022-2023**
  - S. Distribute Monthly Office Hours Sign Up Sheet
  - T. 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 City’s Attorney regarding proposed agreement with SCS.
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 8th day of November 2021 by 7PM.



Cathy Sereno, Mayor

**OCTOBER**  
**FINANCIAL AGENDA PACKET**  
**CITY OF DOUBLE HORN**  
**REGULAR MEETING of CITY COUNCIL**  
**11/11/2021**



**City of Double Horn**

**Budget vs. Actuals: City of Double Horn 21-22 - FY22 P&L**

**October 2021 - September 2022**

	Oct 2021		
	Actual	Budget	% of Budget
<b>Income</b>			
4000 Ad Valorem Taxes	3,169.02	78,424.16	4.04%
4002 Permits and Fees		1,000.00	0.00%
<b>Total Income</b>	\$ 3,169.02	\$ 79,424.16	3.99%
<b>Gross Profit</b>	\$ 3,169.02	\$ 79,424.16	3.99%
<b>Expenses</b>			
6000 Salaries & Wages	255.42	11,498.54	2.22%
6010 Taxes - payroll	19.54	881.46	2.22%
6020 Workmans Comp Insurance	102.90	105.00	98.00%
6100 Computer Equipment		2,500.00	0.00%
6110 Office Equipment		2,000.00	0.00%
6130 Office Supplies		924.14	0.00%
6140 Software	70.00	1,310.00	5.34%
6220 Email Maintenance	77.81	635.00	12.25%
6230 Website Maintenance		250.00	0.00%
6240 Rent or Lease of Buildings	800.00	20,100.00	3.98%
6250 Internet	88.27	1,440.00	6.13%
6260 Insurance - TML	2,066.82	2,160.00	95.69%
6270 Utilities	92.78	1,200.00	7.73%
6280 Legal & Professional Fees	1,974.00	18,000.00	10.97%
6290 Consulting Services		3,000.00	0.00%
6300 Accounting		1,800.00	0.00%
6400 Membership Fees	50.00	650.00	7.69%
6410 Legal Posting		1,500.00	0.00%
6420 Rent/Meeting Expenses	60.00	720.00	8.33%
6430 Tax Collection Fees		1,175.02	0.00%
6440 Municipal Court Costs		500.00	0.00%
6450 Code Enforcement		500.00	0.00%
6460 Election Fees		75.00	0.00%
6500 Training and Travel		1,000.00	0.00%
6600 Office Remodel		1,500.00	0.00%
6610 City Improvement Projects		4,000.00	0.00%
<b>Total Expenses</b>	\$ 5,657.54	\$ 79,424.16	7.12%
<b>Net Operating Income</b>	-\$ 2,488.52	\$ 0.00	
<b>Net Income</b>	-\$ 2,488.52	\$ 0.00	

Monday, Nov 08, 2021 01:44:34 PM GMT-8 - Accrual Basis



# City of Double Horn

Balance Sheet  
As of October 31, 2021

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 Operating	19,659.12
1005 Property Tax	3,269.63
1010 Reserve Account	6,020.73
<b>Total Bank Accounts</b>	<b>\$28,949.48</b>
<b>Total Current Assets</b>	<b>\$28,949.48</b>
<b>TOTAL ASSETS</b>	<b>\$28,949.48</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts payable	40,946.59
<b>Total Accounts Payable</b>	<b>\$40,946.59</b>
Other Current Liabilities	
2164 Payroll Tax Payable	118.18
2171 Accrued Expenses	60.00
<b>Total Other Current Liabilities</b>	<b>\$178.18</b>
<b>Total Current Liabilities</b>	<b>\$41,124.77</b>
<b>Total Liabilities</b>	<b>\$41,124.77</b>
Equity	\$ -12,175.29
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$28,949.48</b>

Note

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

Invoice #	Date	Invoice Amount	Payment Recipient	Payment Amount	Balance	Check #	Paid from Account
10107	7/6/19	\$ 14,330.20	Messer, Fort, McDonald		\$ 14,330.20		
10290	9/5/19	\$ 11,113.23	Messer, Fort, McDonald		\$ 25,443.43		
10526	10/7/19	\$ 6,660.80	Messer, Fort, McDonald		\$ 32,104.23		
	10/22/19		Messer, Fort, McDonald	(2,767.75)	\$ 29,336.48	1009	Operating Account
10677	11/11/19	\$ 7,531.40	Messer, Fort, McDonald		\$ 36,867.88		
10889	12/10/19	\$ 1,818.00	Messer, Fort, McDonald		\$ 38,685.88		
11158	1/16/20	\$ 4,513.63	Messer, Fort, McDonald		\$ 43,199.51		
	1/17/20		Messer, Fort, McDonald	(5,000.00)	\$ 38,199.51	1018	Operating Account
11253	2/7/20	\$ 8,362.99	Messer, Fort, McDonald		\$ 46,562.50		
	3/4/20		Messer, Fort, McDonald	(5,000.00)	\$ 41,562.50	2001	Operating Account
11381	3/5/20	\$ 1,068.00	Messer, Fort, McDonald		\$ 42,630.50		
11558	4/2/20	\$ 282.00	Messer, Fort, McDonald		\$ 42,912.50		
11780	5/5/20	\$ 84.00	Messer, Fort, McDonald		\$ 42,996.50		
	6/1/20		Messer, Fort, McDonald	(5,000.00)	\$ 37,996.50	2012	Operating Account
11940	6/2/20	\$ 5,388.00	Messer, Fort, McDonald		\$ 43,384.50		
	6/12/20		Messer, Fort, McDonald	(5,002.00)	\$ 38,382.50	2014	Operating Account
12148	7/9/20	\$ 2,796.00	Messer, Fort, McDonald		\$ 44,580.50		
12363	8/11/20	\$ 3,402.00	Messer, Fort, McDonald		\$ 44,580.50		
	8/24/20		Messer, Fort, McDonald	(10,000.00)	\$ 34,580.50	2025	Operating Account
12562	9/10/20	\$ 2,835.00	Messer, Fort, McDonald		\$ 37,415.50		
	9/11/20		Messer, Fort, McDonald	(10,000.00)	\$ 27,415.50	2028	Operating Account
12771	10/6/20	\$ 2,214.00	Messer, Fort, McDonald		\$ 29,629.50		
	10/12/20		Messer, Fort, McDonald	(5,000.00)	\$ 24,629.50	2037	Operating Account
12935	11/6/20	\$ 4,500.00	Messer, Fort, McDonald		\$ 29,129.50		
	11/13/20		Messer, Fort, McDonald	(5,000.00)	\$ 24,129.50	2044	Operating Account
13114	12/8/20	\$ 2,562.00	Messer, Fort, McDonald		\$ 26,591.50		
13334	1/12/21	\$ 750.00	Messer, Fort, McDonald		\$ 27,441.50		
	1/18/21		Messer, Fort, McDonald	(5,000.00)	\$ 22,441.50	2057	Operating Account
13455	2/8/21	\$ 5,335.80	Messer, Fort, McDonald		\$ 27,777.30		
	2/29/21		Messer, Fort, McDonald	(5,000.00)	\$ 22,777.30	2065	Operating Account
13735	3/12/21	\$ 3,474.00	Messer, Fort, McDonald		\$ 26,251.30		
	3/12/21		Messer, Fort, McDonald	(2,500.00)	\$ 23,751.30	2071	Operating Account
13871	4/7/21	\$ 6,852.25	Messer, Fort, McDonald		\$ 30,603.55		
	4/9/21		Messer, Fort, McDonald	(2,500.00)	\$ 28,103.55	2079	Operating Account
14118	5/12/21	\$ 7,722.00	Messer, Fort, McDonald		\$ 35,825.55		
	5/20/21		Messer, Fort, McDonald	(10,000.00)	\$ 25,825.55	2091	Operating Account
14338	6/14/21	\$ 7,119.96	Messer, Fort, McDonald		\$ 32,945.51		
	6/14/21		Messer, Fort, McDonald	(2,500.00)	\$ 30,445.51	2096	Operating Account
	7/12/21		Messer, Fort, McDonald	(5,277.30)	\$ 25,168.21	2100	Operating Account
14610	7/14/21	\$ 4,366.96	Messer, Fort, McDonald		\$ 29,535.17		
14774	8/13/21	\$ 8,556.96	Messer, Fort, McDonald		\$ 38,092.13		
	9/14/21		Messer, Fort, McDonald	(500.00)	\$ 37,592.13	2117	Operating Account
14966	9/14/21	\$ 1,800.00	Messer, Fort, McDonald		\$ 39,392.13		
	10/7/21		Messer, Fort, McDonald	(500.00)	\$ 38,892.13	2127	Operating Account
					\$ (86,547.05)		Remaining Balance
					\$		Remaining Balance

Invoice #	Date	Invoice Amount	Payment Recipient	Payment Amount	Balance	Check #	Paid from Account
15943	10/21/21	\$ 1,974.00			\$ 1,974.00		
					\$		Remaining Balance

ALL LEGAL EXPENSES							
Total Legal Fees		\$ 148,645.43	Total Payments	\$ (107,779.30)	Remaining Balance		\$ 40,866.13

**RESOLUTION NO.2021-RES019**

**A RESOLUTION OF THE CITY OF DOUBLE HORN, TEXAS, CASTING  
VOTES TO ELECT DIRECTORS FOR THE BURNET CENTRAL  
APPRAISOAL DISTRICT FOR THE YEAR 2022-2023**

WHEREAS,

SB621, Section 6.03 (g) requires that each taxing unit entitled to vote, cast their vote by resolution and to submit to the Chief Appraiser of the Burnet Central Appraisal District by December 15, 2021.

THEREFORE,

The City of Double Horn submits the attached Official Ballot, as issued by the Chief Appraiser, stating our vote for candidates for election of the Board of Directors for Burnet Central Appraisal District for 2022-21023.

ACTION TAKEN,

11<sup>th</sup> day of November, 2021 in Open Session of the Council of the City of Double Horn, Texas, taxing unit, which is entitled under SB621 to cast votes to elect the Board of Directors of the Burnet Central Appraisal District of Burnet County.

CITY OF DOUBLE HORN, TEXAS

\_\_\_\_\_  
Hon. Cathy Sereno, Mayor

ATTEST:

\_\_\_\_\_  
Karen Maxwell, City Secretary



# OFFICIAL BALLOT

City of Double Horn

TO ELECT

BOARD OF DIRECTORS FOR THE BURNET CENTRAL APPRAISAL DISTRICT  
FOR THE YEAR 2022 -2023

DIRECTIONS: Please enter the number of votes cast in the blank space opposite the name of the candidate. You may cast all of your votes for one candidate, or you may divide your votes among any number of candidates that you desire. **You have 3 total votes you may cast.**

NAMES OF CANDIDATES	NUMBER OF VOTES
BROADWAY, GENE	
JONES, BRUCE	
KITHIL, DAVE	
OOSTERMEYER, DARLENE	
THURMAN, PHILIP	