



**CITY OF DOUBLE HORN
AGENDA
REGULAR MEETING
CITY COUNCIL
THURSDAY DECEMBER 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.

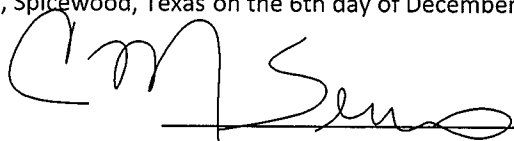
Citizens will be given an opportunity to provide comments on any item listed on the regular agenda when the agenda item is called. Comments should be limited to (3) three minutes.

1. Call Meeting to Order
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 –November 11, 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
Initiate Process to develop Subdivision Ordinance
 - D. Spectrum Committee Update
 - E. Discuss and consider action required on USPS update adding Double Horn to 78669 Zip Code
 - F. Discuss and consider action required on progress related to water service & discussions with DHCWSC and other entities

- G. Discuss and consider action on project(s) to improve road safety based on DHIA Board 11/18/21 decision to partner with the City of Double Horn on street lighting and signage.
 - H. Provide update on 11/18/21 DHIA Board discussion on park/green space development with the City
 - I. Discuss and consider actions required for planning for the provision of sewage services
 - J. Discuss and consider actions required for trash/recycling/other related services
 - K. Discuss and consider actions required for website enhancements/communication
 - L. Discuss and consider actions to purchase and install Knox Boxes: Proposal provided by Access Controls of Austin
 - M. Discuss and consider action required to remodel the City Office to add large meeting room
 - N. Discuss and consider actions required to finalize the annual State of the City report
 - O. Discuss participating in the DHCWSC & DHIA Annual meeting – setting up a table only
 - P. Distribute Monthly Office Hours Sign Up Sheet
 - Q. 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 6th day of December 2021 by 7PM.



 Cathy Sereno, Mayor

NOVEMBER
FINANCIAL AGENDA PACKET
CITY OF DOUBLE HORN
REGULAR MEETING OF CITY COUNCIL
12/09/2021



City of Double Horn
Budget vs. Actuals: City of Double Horn FY2022

October 2021 - September 2022

	Oct 2021	Nov 2021	TOTAL		
	Actual	Actual	Actual	Budget	% of Budget
Income					
4000 Ad Valorem Taxes	3,169.02	2,718.74	5,887.76	78,424.16	7.51%
4002 Permits and Fees			0.00	1,000.00	0.00%
Total Income	\$ 3,169.02	\$ 2,718.74	\$ 5,887.76	\$ 79,424.16	7.41%
Gross Profit	\$ 3,169.02	\$ 2,718.74	\$ 5,887.76	\$ 79,424.16	7.41%
Expenses					
6000 Salaries & Wages	255.42	220.59	476.01	11,498.54	4.14%
6010 Taxes - payroll	19.54	16.88	36.42	881.46	4.13%
6020 Workmans Comp Insurance	102.90		102.90	105.00	98.00%
6100 Computer Equipment			0.00	2,500.00	0.00%
6110 Office Equipment			0.00	2,000.00	0.00%
6130 Office Supplies			0.00	924.14	0.00%
6140 Software	70.00	70.00	140.00	1,310.00	10.69%
6220 Email Maintenance	77.81	459.74	537.55	635.00	84.65%
6230 Website Maintenance			0.00	250.00	0.00%
6240 Rent or Lease of Buildings	800.00	800.00	1,600.00	20,100.00	7.96%
6250 Internet	88.27	88.27	176.54	1,440.00	12.26%
6255 Phone Expense		-25.04	-25.04	0.00	0.00%
6260 Insurance - TML	2,066.82		2,066.82	2,160.00	95.69%
6270 Utilities	92.78	82.41	175.19	1,200.00	14.60%
6280 Legal & Professional Fees	1,974.00	180.00	2,154.00	18,000.00	11.97%
6290 Consulting Services			0.00	3,000.00	0.00%
6300 Accounting		55.00	55.00	1,800.00	3.06%
6400 Membership Fees	50.00		50.00	650.00	7.69%
6410 Legal Posting			0.00	1,500.00	0.00%
6420 Rent/Meeting Expenses	60.00	60.00	120.00	720.00	16.67%
6430 Tax Collection Fees		302.26	302.26	1,175.02	25.72%
6440 Municipal Court Costs			0.00	500.00	0.00%
6450 Code Enforcement			0.00	500.00	0.00%
6460 Election Fees			0.00	75.00	0.00%
6500 Training and Travel			0.00	1,000.00	0.00%
6600 Office Remodel			0.00	1,500.00	0.00%
6610 City Improvement Projects			0.00	4,000.00	0.00%
Total Expenses	\$ 5,657.54	\$ 2,310.11	\$ 7,967.65	\$ 79,424.16	10.03%
Net Income	-\$ 2,488.52	\$ 408.63	-\$ 2,079.89	\$ 0.00	

Monday, Dec 06, 2021 09:47:41 AM GMT-8 - Accrual Basis



City of Double Horn

Balance Sheet

As of November 30, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Operating	18,003.02
1005 Property Tax	2,718.74
1010 Reserve Account	6,020.73
Total Bank Accounts	\$26,742.49
Other Current Assets	
1150 Prepaid Expenses	800.00
Total Other Current Assets	\$800.00
Total Current Assets	\$27,542.49
TOTAL ASSETS	
	\$27,542.49
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts payable	39,289.59
Total Accounts Payable	\$39,289.59
Other Current Liabilities	
2160 Payroll Tax Payable	19.56
Total Other Current Liabilities	\$19.56
Total Current Liabilities	\$39,309.15
Total Liabilities	\$39,309.15
Equity	\$ -11,766.66
TOTAL LIABILITIES AND EQUITY	\$27,542.49

Invoice #	Date	Invoice Amount	Payment Recipient	Payment Amount	Balance	Check #	Paid from Account
AKERS & AKERS							
		Total Akers & Akers		\$ (21,232.25)		Remaining Balance	\$ - Paid in Full

MESSER, FORT, McDONALD (start-up legal w/ payment plan)

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		\$ 41,178.50		
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		\$ 26,691.50		
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		
	2/23/21		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
	11/2/21		Messer, Fort, McDonald	\$ (500.00)	\$ 38,392.13	2135	Operating Account
		\$ 125,439.18		\$ (87,047.05)		Remaining Balance	\$ 38,392.13

MESSER, FORT, McDONALD (new legal expenses)

Invoice #	Date	Invoice Amount	Payment Recipient	Payment Amount	Balance	Check #	Paid from Account
15343	10/21/21	\$ 1,974.00	Messer, Fort, McDonald		\$ 1,974.00		
	11/2/21		Messer, Fort, McDonald	\$ (1,974.00)	\$ -	2134	Operating Account
15425	11/17/21	\$ 180.00	Messer, Fort, McDonald		\$ 180.00		
	11/30/21		Messer, Fort, McDonald	\$ (180.00)	\$ -	2142	Operating Account
		\$ 2,154.00		\$ (2,154.00)		Remaining Balance	\$ -

ALL LEGAL EXPENSES

Total Legal Fees	\$ 148,825.43	Total Payments	\$ (110,433.30)	Remaining Balance	\$ 38,392.13
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