



CITY OF DOUBLE HORN

AGENDA

REGULAR MEETING

CITY COUNCIL

THURSDAY MARCH 10, 2022

7:00PM

SPICEWOOD COMMUNITY CENTER

Located at 7901 CR 404

SPICEWOOD, TEXAS 78669

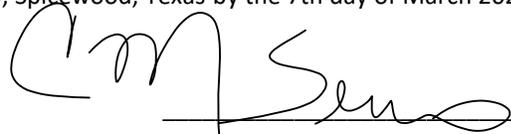
THE CITY OF DOUBLE HORN COUNCIL MEETINGS ARE AVAILABLE TO ALL PERSONS REGARDLESS OF DISABILITY, IF YOU REQUIRE SPECIAL ASSISTANCE, PLEASE CONTACT CATHY SERENO AT 830-693-1508 AT LEAST 48 HOURS IN ADVANCE OF THE MEETING. THANK YOU.

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 – February 10, 2022, 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. Mayor’s Update: SCS Operations & Monitoring System (Newsletter article) & Small Claims Case (DHIA)
 - B. Treasurer’s Report
 - 1) Monthly Financial Reports
 - 2) Annual Internal Audit Report
 - 3) Annual Debt Report
 - C. Emergency Management Team Update
 - D. Zoning & Ordinance Committee Update
 - E. Spectrum Committee Update

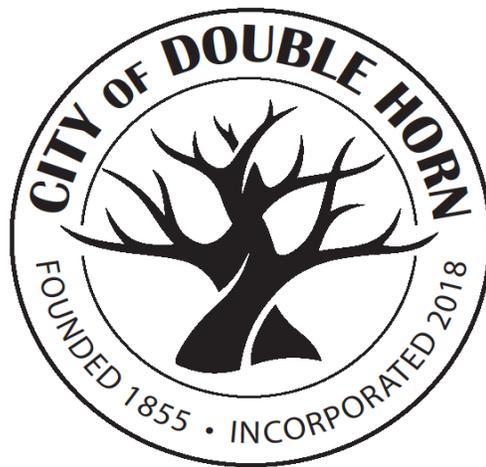
- F. Discuss and consider action on projects to improve road safety working in partnership with DHIA Board
 - 1) Street Lighting Project and Signage Project
 - G. Discuss and consider actions required for planning for the provision of sewage services (update on letter)
 - H. Discuss and consider actions required for trash/recycling/other related services (update on survey)
 - I. Discuss and consider actions required for website enhancements/communication (update)
 - J. Discuss and consider actions required to complete the install of Knox Boxes (update)
 - K. Discuss and consider action required to remodel the City Office to add large meeting room including approval of carpet replacement quote (\$2150.39)
 - L. Discuss and consider action required to re-allocate budget dollars from Account #6000 Salaries & Wages to Account #6600 Office Remodel expense (has no impact on overall budget)
 - M. Discuss and consider action required to increase City Office Hours and/or Days
 - N. Distribute Monthly Office Hours Sign Up Sheet
 - O. Discuss and consider other matters for inclusion on the agenda for the next regular meeting of the City Council
8. Adjournment

I certify that the above notice of meeting was posted at 7901 CR 404, Spicewood, Texas by the 7th day of March 2022 by 7PM.



Cathy Sereno, Mayor

FEBRUARY
FINANCIAL AGENDA PACKET
CITY OF DOUBLE HORN
REGULAR MEETING of CITY COUNCIL
03/10/2022



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

October 2021 - September 2022

	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	TOTAL		
	Actual	Actual	Actual	Actual	Actual	Actual YTD	Budget	% of Budget
Income								
4000 Ad Valorem Taxes	3,169.02	2,718.74	15,200.86	33,893.28	16,176.66	71,158.56	78,424.16	90.74%
4002 Permits and Fees				1,000.00		1,000.00	1,000.00	100.00%
Total Income	\$ 3,169.02	\$ 2,718.74	\$15,200.86	\$34,893.28	\$16,176.66	\$72,158.56	\$79,424.16	90.85%
Gross Profit	\$ 3,169.02	\$ 2,718.74	\$15,200.86	\$34,893.28	\$16,176.66	\$72,158.56	\$79,424.16	90.85%
Expenses								
6000 Salaries & Wages	255.42	220.59	208.98	232.20	359.91	1,277.10	11,498.54	11.11%
6010 Taxes - payroll	19.54	16.88	15.99	17.77	27.53	97.71	881.46	11.09%
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			299.67	24.59		324.26	924.14	35.09%
6140 Software	70.00	70.00	198.00	99.00	99.00	536.00	1,310.00	40.92%
6220 Email Maintenance	77.81	459.74				537.55	635.00	84.65%
6230 Website Maintenance			21.17			21.17	250.00	8.47%
6240 Rent or Lease of Buildings	800.00	800.00	800.00	1,850.00	1,850.00	6,100.00	20,100.00	30.35%
6250 Internet	88.27	88.27	88.27	88.27	128.43	481.51	1,440.00	33.44%
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	68.18	121.84	110.44	475.65	1,200.00	39.64%
6280 Legal & Professional Fees	1,974.00	180.00	972.00	660.00	5,124.00	8,910.00	18,000.00	49.50%
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			591.00		641.00	650.00	98.62%
6410 Legal Posting						0.00	1,500.00	0.00%
6420 Rent/Meeting Expenses	60.00	60.00	60.00	60.00	80.00	320.00	720.00	44.44%
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%
6465 Bank fees			8.00	-8.00		0.00	0.00	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	\$ 2,740.26	\$ 3,736.67	\$ 7,779.31	\$22,223.89	\$79,424.16	27.98%
Net Income	-\$2,488.52	\$ 408.63	\$12,460.60	\$31,156.61	\$ 8,397.35	\$49,934.67	\$ 0.00	

Friday, Mar 04, 2022 12:43:09 PM GMT-8 - Accrual Basis



City of Double Horn

Balance Sheet
As of February 28, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Operating	55,269.07
1005 Property Tax	16,176.66
1010 Reserve Account	6,020.73
Total Bank Accounts	\$77,466.46
Total Current Assets	\$77,466.46
TOTAL ASSETS	\$77,466.46
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts payable	37,119.56
Total Accounts Payable	\$37,119.56
Other Current Liabilities	
2171 Accrued Expenses	99.00
Total Other Current Liabilities	\$99.00
Total Current Liabilities	\$37,218.56
Total Liabilities	\$37,218.56
Equity	\$40,247.90
TOTAL LIABILITIES AND EQUITY	\$77,466.46

Note

Accrued Expense = JRBT accrual for February 2022 QuickBooks Online Fees (Software Expense)

Invoice #	Date	Invoice Amount	Payment Recipient	Payment Amount	Balance	Check #	Paid from Account
AKERS & AKERS							
	Total Akers & Akers	\$ 21,232.25		\$ (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
	12/7/21		Messer, Fort, McDonald	\$ (500.00)	\$ 37,892.13	2150	Operating Account
	1/11/22		Messer, Fort, McDonald	\$ (500.00)	\$ 37,392.13	2163	Operating Account
	2/1/22		Messer, Fort, McDonald	\$ (500.00)	\$ 36,892.13	2170	Operating Account
		\$ 125,439.18		\$ (88,547.05)		Remaining Balance	\$ 36,892.13

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
15604	12/20/21	\$ 972.00	Messer, Fort, McDonald		\$ 972.00		
	12/21/21		Messer, Fort, McDonald	\$ (972.00)	\$ -	2155	Operating Account
15807	1/14/22	\$ 660.00	Messer, Fort, McDonald		\$ 660.00		
	1/18/22		Messer, Fort, McDonald	\$ (660.00)	\$ -	2166	Operating Account
	2/15/22	5,124.00	Messer, Fort, McDonald		\$ 5,124.00		
	2/22/22			\$ (5,124.00)	\$ -	2177	Operating Account
		\$ 8,910.00		\$ (8,910.00)		Remaining Balance	\$ -

ALL LEGAL EXPENSES

Total Legal Fees	\$ 155,581.43	Total Payments	\$ (118,689.30)	Remaining Balance	\$ 36,892.13
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