



**CITY OF DOUBLE HORN
MINUTES
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: Time 7 pm
2. Rollcall to Confirm Quorum

Aldermen Tom King, John Osborne, RG Carver, Bob Schmitz and Mayor Cathy Sereno were present. Alderman Jim Millard was absent. City Secretary Karen Maxwell recorded the minutes.

3. Invocation: Alderman 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 – February 10, 2022, Regular Council Meeting

Motion: Alderman Carver moved to approve the 2/10/2022 minutes as distributed.

Second: Alderman Osborne 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.

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)
The city is providing DHIA an article for their newsletter. The city has requested the small claims case to be dismissed as we are not involved.

Action Item: City Secretary will post the article the city is providing DHIA's next newsletter on the Website.

B. Treasurer's Report (report attached)

1) Monthly Financial Reports

Motion: Alderman Schmitz made a motion to sweep the balance in the Property Tax Account into the Operations Account.

Second: Alderman King seconded the vote.

Vote: The vote was unanimous and the motion carried.

2) Annual Internal Audit Report

Council was provided a copy for review.

3) Annual Debt Report

Council was provided a copy for review.

Both reports will be discussed with the Treasurer at the April 14th, 2022.

C. Emergency Management Team Update (Report attached)

Harry Brunner, Emergency Management Coordinator, presented the update to the Council.

The City is hosting the DHCWSC Board meeting on March 23rd at 3-4pm.

The City of Double Horn will be hosting the Texas Public Officials Workshop Training Course on April 6th 1:00-4:00pm in the new meeting room in City Hall.

D. Zoning & Ordinance Committee Update

Alderman Carver updated his committee is continuing to work with City Attorney on subdivision ordinance.

E. Spectrum Committee Update

This topic will be carried forward to next meeting.

F. Discuss and consider action on projects to improve road safety working in partnership with DHIA Board

1) Street Lighting Project and Signage Project

Tim Poole is the new liaison from DHIA to attend the city meetings. No further actions will be taken unless jointly approved by the city and DHIA.

Action Item: Mayor and Alderman Schmitz will complete the inventory of lighting to finish the documentation.

G. Discuss and consider actions required for planning for the provision of sewage services (update on letter)

Topic will be continued to next month's meeting. This is an open Action Item.

Action Item: Alderman Millard will follow up with Herb Darling regarding requested letter.

H. Discuss and consider actions required for trash/recycling/other related services (update on survey)

Action Item: City Secretary will send the survey 3/14/2022 through the Gmail mailing system.

I. Discuss and consider actions required for website enhancements/communication (update)

Action Item: Mayor and City Secretary will connect to archive items on the Website before further development.

J. Discuss and consider actions required to complete the install of Knox Boxes (update)

This item will be carried forward to the next meeting.

K. Discuss and consider action required to remodel the City Office to add large meeting room including approval of carpet replacement quote (\$2150.39)

Motion: Alderman Schmitz moved to approve the carpet replacement invoice of \$2150.39 and have the carpet replaced.

Second: Alderman Osborne seconded the motion.

Vote: The vote is unanimous and the motion carried.

- 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)

Motion: Alderman King moved to approve the purchase of 28 chairs and two 6 ft folding tables through Sam's Club \$809.40.

Second: Alderman Schmitz seconded the motion.

Vote: The vote was unanimous and the motion carried.

Action Item: City Secretary will connect with Mayor and treasurer for the best way to make the purchase.

- M. Discuss and consider action required to increase City Office Hours and/or Days
The Council was to review the need for additional days or hours.

- N. Distribute Monthly Office Hours Sign Up Sheet
Volunteer Office Coverage calendar was presented.

- O. Discuss and consider other matters for inclusion on the agenda for the next regular meeting of the City Council
- Spectrum Committee Update
 - DHCWSC update
 - City office room usage policy
 - 3/15/22 AVC report.

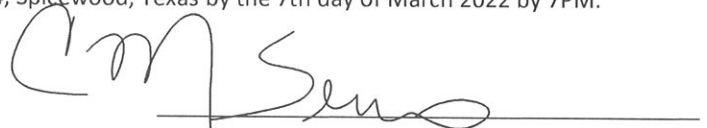
8. Adjournment: Time 8:27 pm

Motion: Alderman Schmitz moved to adjourn the meeting.

Second: Alderman Carver seconded the motion.

Vote: The vote was unanimous and the motion carried. The City Council will reconvene on April 14th, 2022, for a Regular Meeting at the new location in City Hall meeting room at 103 Vista View Trail, Suite 100.

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

Attest:

Karen Maxwell, City Secretary



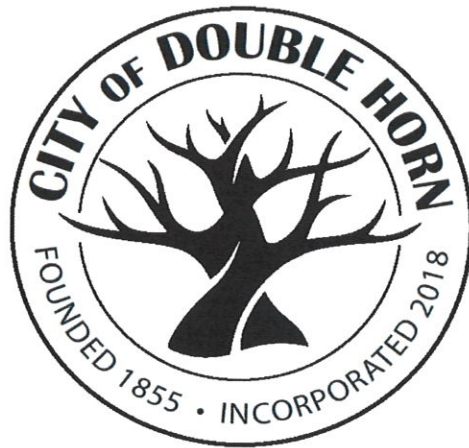
Spicewood Crushed Stone (SCS) has begun operations and is now mining and crushing rock on their property located within the City of Double Horn. Blasting is an integral part of the mining operation; this activity is regulated by the city as approved in Ordinance ORD015 (Blasting Regulations, Partial Exemption Permit & Penalties). SCS has met the requirements outlined in the ordinance and has therefore been issued a blasting permit. As required by the ordinance, SCS has installed six vibration monitors, two noise monitors, and two dust monitors along the boundary between SCS and Double Horn Creek subdivision. These monitors provide continuous monitoring and real time data that is used to ensure SCS operations remain substantially below the established limits on vibration, dust, and noise. These monitors have been installed by Integrated Geotechnical Solutions (IGS), a national leader in geotechnical instrumentation and monitoring. All monitors are regularly calibrated and monitored by IGS's team of experts to ensure accuracy. IGS is contracted with the City of Double Horn to provide these services which are fully funded by Spicewood Crushed Stone at a cost of over \$50,000 per year. Data collected after each blast is consolidated and provided to the city for review. Blast reports are currently available for review by interested citizens at the city office. Additionally, the city is working to make these reports more accessible by posting them on the city's website, doublehorn.tx.org. Website modifications are required and are expected to be complete by early summer.

If you wish to be notified via text before a SCS blast occurs, please contact Matt Dalrymple at 216-970-2719 or email Matt at mdalrymple@dalgravel.com



SCS Funded Monitor

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)

City of Double Horn Legal Expense & Payment Detail FY2021-2022

2/28/22

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		Messer, Fort, McDonald	\$ (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
------------------	---------------	----------------	-----------------	-------------------	--------------

March 10, 2022

EMERGENCY MANAGEMENT Report to the City of Double Horn

1. EM Team Training Status

No training completions since last meeting. Training chart updated to include completion dates.

2. Texas Public Officials Workshop

The Texas Public Officials Workshop Training Course has now been scheduled for Wednesday, April 6th from 1:00 pm until 4:00 pm. We will be using the new city meeting room for the training. The course will be presented by Robbie Barrera, TDEM District 12 Coordinator and Brent Weaver. Next step is to notify all local jurisdictions of the class date, time and location.

3. Warn Central Texas Program

No new sign ups in February. New total is 123.

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

No change from my last report. No response from Treasury to case number 00068121 assigned on February 2nd. Tomorrow, I will contact Senator Cornyn's Legislative Assistant, Mr. Jacob Smith to ask him to follow up on this most recent appeal.

5. Burn Ban

Burnet County and ESD9 have reinstated a burn ban effective 3/9/22. Posters will be posted at the bulletin boards tomorrow.

6. Dun & Bradstreet Update

After two rejections, finally successful in changing the city office address to "Double Horn" in place of "Spicewood" in our DUNS number record. Next step is to update the city office address in SAM.gov (US government system for Award Management) to match the DUNS information.

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

Project: Signs of Double Horn										As of: 03/02/22
Project Overview										
Phases:										
P1	Initiation									Agreement between DHIA & CDH
P2	Assessment									Investigate current state & need
P3	Definition of Scope									What will be done & not done
P4	Planning									The details
	Resource Requirements									Who/Type, what & when
	Cost Analysis & Budget									Includes approval of budget, changes require approval
	Schedule									Based on costs/availability could be a phased approach
	Communication Strategy									Method(s), frequency, audience, owner
	Procurement									At least 3 RFP's
P5	Implementation									Possibly phased, includes inspections
P6	Close									Documentation, handoffs
Phases	A/I/#	Action	Owner	Additional Resource(s)	Start Date	End Date	Status	Notes/Supporting Documents	Public Meeting	
P1		Initiation								
	1	Request CDH Council Approval	Sereno	Millard	11/11/21	11/11/21	Complete	CDH November 11, 2021 Meeting Minutes	YES	
	2	Request DHIA Board Approval	Sereno	Millard	11/18/21	11/18/21	Complete	DHIA November 18, 2021 Meeting Minutes	YES	
P2		Assessment								
	3	Request DHIA 2010 Assessment Document	Sereno	Brunner	01/05/22	01/05/22	Complete	January 5, 2021 Email w/M. Schacherbauer		
	4	Develop 2022 Survey Assessment Document	Sereno	Schmitz	01/05/22	02/10/22	Complete	Reviewed at 2/10 City Council Mtg		
	5	Schedule Date(s) for Conducting Assessment	Sereno	Schmitz	02/10/22	02/12/22	Complete	Saturday, 2/19, Start time 10AM		
	6	Notify DHIA Board of Date(s)	Sereno	--	02/12/22	02/15/22	Complete	Sent to Bob's & HOA emails w/F/U call		
	7	Notify Citizens of Date(s) & Planned Activity	Maxwell	Sereno	02/15/22	02/25/22	Complete	Poster at mail boxes, city office & website		
	8	Conduct Assessment	Sereno	Schmitz	02/19/22	02/27/22	Complete	2 days		
	9	Compile Data	Sereno	Schmitz	02/28/22		WIP	confirm schedule at 3/10 CC Mtg	YES	
	10	Provide Update/Gather Feedback - DHIA Board	Sereno	Schmitz	TBD					
	11	Provide Update/Gather Feedback - City Council	Sereno	Schmitz	03/10/22			Overview provided at 3/10 City Council Mtg. Additional update(s) will be provided after data compilation is complete.	YES	
P3		Definition of Scope								
	12	Document Scope - In & Out of Scope	Sereno					Include Life Cycle - Install thru Maintenance, identify options if applicable (eg. phasing)	YES	
	13	Provide Update/Gather Feedback - DHIA Board	Sereno						YES	
	14	Provide Update/Gather Feedback - City Council	Sereno						YES	
	15	DHIA Board Approves Final Scope	Sereno						YES	

Phases	A/I #	Action	Owner	Additional Resource(s)	Start Date	End Date	Status	Notes/Supporting Documents	Public Meeting
	16	City Council Approves Final Scope	Sereno						YES
P4		Planning							
		Communication Strategy							
	17	Identify All Stakeholders	Sereno					Including 3rd Party impacted by road work	
	18	Document Points of Communication & Method	Sereno					At which phases? How? Email, Website(s), Posting, Newsletter? City? DHIA?	YES
19	Provide Update/Gather Feedback - DHIA Board	Sereno						YES	
20	Provide Update/Gather Feedback - City Council	Sereno							
		Resource Requirements							
21	Identify Resources Required							All Phases - including Maintenance	
22	Identify Community Resources Available							All Phases - including Maintenance	
		Cost Analysis/Budgeting							
23	Develop RFP Document/Letter		Sereno						YES
24	Identify at Least 3 Potential Vendors		Sereno					validate response time requirements	YES
25	Solicit at Least 3 RFP's								
26	Evaluate Vendor Proposals - City Council		Sereno						
27	Evaluate Vendor Proposals - DHIA Board		Sereno						YES
28	Document Recommendation								
29	DHIA Board Approves Recommendation		Sereno						YES
30	City Council Approves Recommendation		Sereno						YES
31	Sign Vendor Contract(s)		Sereno						
32	Request Vendor Provide W9 & Insurance Certificate								
33	Develop Budget Plan(s)		Sereno	Thompson					
34	Review Budget Plan(s) - City Council		Sereno	Thompson					YES
35	City Council Approves 2023 Budget		Sereno	Thompson					YES
36	Provide Update to DHIA Board		Sereno						YES
		Schedule							
37	Identify Priorities - City Council		Sereno						YES
38	Identify Priorities - DHIA Board		Sereno						YES
39	Identify Schedule Risks								
40	Develop Preliminary Schedule							Weather, Backorder, Resource, Other?	
41	Develop Final Schedule with Vendor							Dates & Assigned Resources	
42	Develop Contingency Schedule with Vendor								
43	City Council Approves Final Schedule		Sereno						YES
44	DHIA Board Approves Final Schedule		Sereno						YES

Double Horn Residents...

In an effort to identify further city services desired by the community, we have put together a short 1-minute survey that will help the city in its endeavor to meet the needs of its citizens. Please take a quick moment to complete the survey by clicking the link.

Also, if you would like to see other city services not addressed in the survey, please take a moment to send us an email by hitting "Reply" and sending in your suggestions. Your email will be considered confidential and the content will be added to a pool of suggestions.

Thank you for your time.

City of Double Horn

Copy of Waste, Recycling and Other City Services

Question Title

1. Would your household be interested in a community recycling drop off for paper if it were available?

- Yes
- No

Question Title

2. Would you benefit from the availability of a brush chipper 1-2 times a year?

- Yes
- No

Question Title

3. Would your household benefit from legal shredding being provided 1-2 times a year?

- Yes
- No

Question Title

4. This question is concerning the ability of Double Horn Creek households to get curbside recycling every two weeks. Waste Connections, who picks up our trash, could provide individual recycling containers for approximately \$25.00 every quarter. Every household would be billed with no opt out option. It's an all or none proposition.

- Yes, I am interested in curbside recycling.

No, I have no interest in curbside recycling.

Done

