



**CITY OF DOUBLE HORN**

**MINUTES**

**REGULAR MEETING**

**CITY COUNCIL**

**THURSDAY MAY 12, 2022**

**7:00PM**

**CITY OF DOUBLE HORN OFFICE**

**Located at 103 VISTA VIEW TRAIL, SUITE 100**

**DOUBLE HORN, TEXAS 78669**

*In compliance with the Americans with Disabilities Act, the City of Double Horn will provide for reasonable accommodations for persons attending City Council Meetings. To better serve you, requests should be received 24 hours prior to the meeting. Please contact Karen Maxwell, City Secretary at (830) – 201-4042.*

**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  
Aldermen Jim Millard, John Osborne, Bob Schmitz, RG Carver, Tom King and Mayor Cathy Sereno were present. City Secretary Karen Maxwell took 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 – April 14, 2022, Regular Council Meeting

Motion: Alderman Schmitz moved to approve the minutes as distributed.  
 Second: Alderman Carver 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 any non-agenda items.

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: March 15, 2022, Third Quarter, AVC Status Report provided to AG’s Office & Response  
The mayor presented the Attorney General Office’s acceptance letter of the third quarter report

B. Treasurer’s Report (report attached)  
The mayor presented the report as the Treasurer was out of town.

- 1) Monthly Financial Reports
- 2) 2023 Budget Items to Research

Motion: Alderman Schmitz moved to sweep \$2,410.66 from the Property Tax Account to the Operating Account.

Second: Alderman Millard seconded the motion.

Vote: The vote was unanimous and the motion carried.

C. Emergency Management Team Update (report attached)  
The mayor presented the report as the Emergency Management Coordinator was out of town.

D. Zoning & Ordinance Committee Update  
Alderman Carver presented the committee report.

E. Spectrum Committee Update  
Alderman Millard presented the latest update on working with Spectrum.

F. Discuss and consider action regarding Spicewood Crushed Stone New Source Review Application (NSR)  
Mayor presented the information on the TCEQ Application by Spicewood Crushed Stone (SCS) and shared their offer to provide tours to the council to answer questions.

Action Item: Karen Maxwell will run down to Spicewood Library for a copy of SCS’s TCEQ application on file, scan and electronically distribute it to the Alderman and Mayor.

G. Discuss and consider approving **Resolution 2022-RES020**, A Resolution Approving the Burnet Central Appraisal District’s Purchase of Real Estate Property

Motion: Alderman Millard moved to approve the City of Double Horn’s *Resolution 2022-RES020, A Resolution Approving the Burnet Central Appraisal District’s Purchase of Real Estate Property*.

Second: Alderman Schmitz seconded the motion.

Vote: The vote was unanimous and the motion carried.

H. Discuss and consider action on project(s) to improve road safety working in partnership with DHIA Board  
1) Road Sign Project  
Alderman Schmitz presented the Sign and Lighting Project committee report.

Motion: Alderman Carver moved to approve a modification of the logo to be used on the street signs used throughout the community.

Second: Alderman Osborne seconded the motion.

Vote: The vote was unanimous and the motion carried.

## 2) Lighting Project

Action Item: Alderman Schmitz will ask DHIA if they are planning on the lighting to be taken care of in the next year and get budget numbers if so.

- I. Discuss and consider actions required for planning the provision of sewage services (update on letter)  
Alderman Millard presented the awaited letter from Burnet County Development Services Director.
- J. Discuss and consider actions required to develop water service plan and documentation (update)  
The mayor updated the Council on requirements to develop a water service plan.
- K. Discuss and consider actions required to enhance website (update)

Action Item: City Secretary will collect provided photos representing The Community of Double Horn and update the photo gallery on the website.

- L. Discuss and consider actions required on the installation of City office PC's, software, and cloud storage options/services  
Alderman Schmitz updated the council on the PC, software and cloud storage options and services set up for the city.

Action Item: Alderman Schmitz will investigate the ease of utilizing Bluetooth for a large monitor for projecting during meetings.

- M. Discuss and consider action required to establish an asset management system  
Alderman Schmitz presented the plan to establish an asset management system with asset tags for the city.

Motion: Alderman Schmitz approves the purchase of asset tags for an asset management system.

Second: Alderman Millard seconded the motion.

Vote: The vote was unanimous and the motion carried.

- N. Discuss and consider action to approve a policy allowing organizations to utilize the city office meeting room

Motion: Alderman Millard moved to approve the policy allowing organizations to utilize the city office meeting room.

Second: Alderman Osborne seconded the motion.

Vote: The vote was unanimous and the motion carried.

Action Item: City Secretary will send out dates for the Alderman to sign up for DHIA's meetings as the city representative.

- O. Discuss and consider action to select a topic for the next Featured Speaker Series event  
Council was requested to come up with ideas for Featured Speaker Series.
- 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
  - Understanding tax rates and rules

8. Adjournment: Time 8:52pm

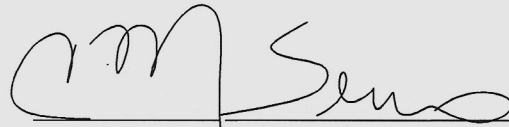
Motion: Alderman Schmitz moved to adjourn the meeting.

Second: Alderman Carver seconded the motion.

Vote: The vote was unanimous and the motion carried. The council will reconvene next month, June 9<sup>th</sup> 7pm, at City of Double Horn Offices, 103 Vista View Trail, Suite 100, Double Horn, Texas.

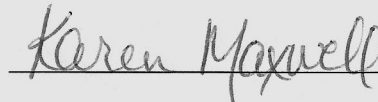
***The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by the Texas Government Code, including, but not limited to, Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.087 (Economic Development), 418.183 (Deliberations about Homeland Security Issues) and as authorized by the Texas Tax Code, Section 321.3022 (Sales Tax Information)."***

I certify that the above notice of meeting was posted at 103 Vista View Trail, Suite 100, Double Horn, Texas by the 9th day of May 2022 by 7PM.



Cathy Sereno, Mayor

Attested to:



Karen Maxwell, City Secretary





**KEN PAXTON**  
ATTORNEY GENERAL OF TEXAS

April 22, 2022

Patty Akers  
Kevin M. Curley  
Messer, Fort & McDonald, PLLC  
6371 Preston Road, Suite 200  
Frisco, Texas 75034

**RE: MARCH 2022 QUARTERLY COMPLIANCE UPDATE**

Dear Ms. Akers & Mr. Curley,

We received the City of Double Horn's March quarterly compliance update on March 12, 2022. My apologies for the delay in getting this letter back to you in response to that update, but as I mentioned in separate correspondence, it has been a particularly busy time in our office.

We appreciate the details provided in this latest update. It appears from the report that the city's expanded city hall will soon be available, which will provide more room for city meetings. The report also indicates that progress has been made in the area of trash and recycling services. We look forward to the one-year period of the Assu

~~2022 11 10 SCS~~  
~~BLAST REPORT~~  
Attaches to  
May Minutes

and lighting in  
er tanks is  
progress is  
unity interest in  
update at the end

Concerning future reports, please contact the Attorney General at the end of the month of May. For future notices to the State of Texas

e Attorney  
C, please direct

Kent S. Richardson  
Office of the Attorney General  
P.O. Box. 12548, MC 009  
Austin, Texas 78711-2548  
kent.richardson@oag.texas.gov  
CC: elizabeth.saunders@oag.texas.gov

Respectfully,

**JEFF WHITE**  
Special Counsel  
Office of the Attorney General  
(512) 936-0677  
jeff.white@oag.texas.gov

**APRIL**  
**FINANCIAL AGENDA PACKET**  
**CITY OF DOUBLE HORN**  
**REGULAR MEETING of CITY COUNCIL**  
**05/12/2022**



**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	Mar 2022	Apr 2022	TOTAL			April 2022 Notes
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual YTD	Budget	% of Budget	
<b>Income</b>											
4000 Ad Valorem Taxes	3,169.02	2,718.74	15,200.86	33,893.28	16,176.66	1,028.85	2,410.66	74,598.07	78,424.16	95.12%	
4002 Permits and Fees				1,000.00				1,000.00	1,000.00	100.00%	
<b>Total Income</b>	<b>\$ 3,169.02</b>	<b>\$ 2,718.74</b>	<b>\$15,200.86</b>	<b>\$34,893.28</b>	<b>\$16,176.66</b>	<b>\$ 1,028.85</b>	<b>\$ 2,410.66</b>	<b>\$75,598.07</b>	<b>\$79,424.16</b>	<b>95.18%</b>	
<b>Gross Profit</b>	<b>\$ 3,169.02</b>	<b>\$ 2,718.74</b>	<b>\$15,200.86</b>	<b>\$34,893.28</b>	<b>\$16,176.66</b>	<b>\$ 1,028.85</b>	<b>\$ 2,410.66</b>	<b>\$75,598.07</b>	<b>\$79,424.16</b>	<b>95.18%</b>	
<b>Expenses</b>											
6000 Salaries & Wages	255.42	220.59	208.98	232.20	359.91	290.25	377.33	1,944.68	11,498.54	16.91%	
6010 Taxes - payroll	19.54	16.88	15.99	17.77	27.53	22.20	28.87	148.78	881.46	16.88%	
6020 Workmans Comp Insurance	102.90							102.90	105.00	98.00%	
6100 Computer Equipment							2,459.97	2,459.97	2,500.00	98.40%	3 HP Pavillion Laptops
6110 Office Equipment								849.36	2,000.00	42.47%	
6130 Office Supplies				24.59		79.35		403.61	924.14	43.67%	
6140 Software	70.00	70.00	198.00	99.00	99.00	99.00	207.24	842.24	1,310.00	64.29%	\$99 - JRBT (accrued) + \$108.24 Microsoft 365
6220 Email Maintenance	77.81	459.74				89.42		626.97	635.00	98.74%	
6230 Website Maintenance			21.17			211.92		233.09	250.00	93.24%	
6240 Rent or Lease of Buildings	800.00	800.00	800.00	1,850.00	1,850.00	1,850.00	1,850.00	9,800.00	20,100.00	48.76%	
6250 Internet	88.27	88.27	88.27	88.27	128.43	128.43	128.43	738.37	1,440.00	51.28%	Spectrum accrued - invoice not rcvd
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	93.81	98.17	667.63	1,200.00	55.64%	
6280 Legal & Professional Fees	1,974.00	180.00	972.00	660.00	5,124.00	3,088.80	48.00	12,046.80	18,000.00	66.93%	
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	80.00		400.00	720.00	55.56%	
6430 Tax Collection Fees		302.26				302.26		604.52	1,175.02	51.45%	
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								3,336.50	1,500.00	222.43%	
6610 City Improvement Projects								0.00	4,000.00	0.00%	
<b>Total Expenses</b>	<b>\$ 5,657.54</b>	<b>\$ 2,310.11</b>	<b>\$ 2,740.26</b>	<b>\$ 3,736.67</b>	<b>\$ 7,779.31</b>	<b>\$10,521.30</b>	<b>\$ 5,198.01</b>	<b>\$37,943.20</b>	<b>\$79,424.16</b>	<b>47.77%</b>	
<b>Net Income</b>	<b>-\$2,488.52</b>	<b>\$ 408.63</b>	<b>\$12,460.60</b>	<b>\$31,156.61</b>	<b>\$ 8,397.35</b>	<b>-\$9,492.45</b>	<b>-\$2,787.35</b>	<b>\$37,654.87</b>	<b>\$ 0.00</b>		

Monday, May 09, 2022 12:31:19 PM GMT-7 - Accrual Basis



# City of Double Horn

Balance Sheet  
As of April 30, 2022

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 Operating	58,440.26
1005 Property Tax	2,410.66
1010 Reserve Account	6,020.73
<b>Total Bank Accounts</b>	<b>\$66,871.65</b>
<b>Total Current Assets</b>	<b>\$66,871.65</b>
<b>TOTAL ASSETS</b>	<b>\$66,871.65</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts payable	36,090.13
<b>Total Accounts Payable</b>	<b>\$36,090.13</b>
Credit Cards	
2301 TCM Bank Visa Credit Card	108.24
2302 Costco CitiBank Credit Card	2,300.00
<b>Total Credit Cards</b>	<b>\$2,408.24</b>
Other Current Liabilities	
2160 Payroll Tax Payable	17.78
2171 Accrued Expenses	387.40
<b>Total Other Current Liabilities</b>	<b>\$405.18</b>
<b>Total Current Liabilities</b>	<b>\$38,903.55</b>
<b>Total Liabilities</b>	<b>\$38,903.55</b>
Equity	<b>\$27,968.10</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$66,871.65</b>

## Note

### Credit Cards:

TCM - Microsoft 365 purchase

Costco - New card & purchase for HP Pavilion Laptops

### Accrued Expenses:

\$99 - JRBT

\$128.43 - Spectrum Internet/Phone

Invoice #	Date	Invoice Amount	Payment Recipient	Payment Amount	Balance	Check #	Paid from Account
<b>AKERS &amp; AKERS</b>							
	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
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
	3/1/22		Messer, Fort, McDonald	\$ (500.00)	\$ 36,392.13	2178	Operating Account
	4/11/22		Messer, Fort, McDonald	\$ (500.00)	\$ 35,892.13	2195	Operating Account
		\$ 125,439.18		\$ (89,547.05)		Remaining Balance	\$ 35,892.13

**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
15968	2/15/22	\$ 5,124.00	Messer, Fort, McDonald		\$ 5,124.00		
	2/22/22		Messer, Fort, McDonald	\$ (5,124.00)	\$ -	2177	Operating Account
16198	3/17/22	\$ 3,141.20	Messer, Fort, McDonald		\$ 3,141.20		
	3/29/22		Messer, Fort, McDonald	\$ (3,141.20)	\$ -	2188	Operating Account
16424	4/19/22	\$ 48.00	Messer, Fort, McDonald		\$ 48.00		
	4/26/22		Messer, Fort, McDonald	\$ (48.00)	\$ -	2198	Operating Account
		\$ 12,099.20		\$ (12,099.20)		Remaining Balance	\$ -

**ALL LEGAL EXPENSES**

Total Legal Fees	\$ 158,770.63	Total Payments	\$ (122,878.50)	Remaining Balance	\$ 35,892.13
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\*\* NOTE: See prior reports for additional start-up legal detail prior to January 2021\*\*

# City of Double Horn

## A/P Aging Summary

As of April 30, 2022

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
JRBT	198.00					\$198.00
Messer, Fort, McDonald					35,892.13	\$35,892.13
<b>TOTAL</b>	<b>\$198.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$35,892.13</b>	<b>\$36,090.13</b>

May 12, 2022

**EMERGENCY MANAGEMENT Report to the City of Double Horn**

**1. Emergency Management Team Training Status**

No training reported this month.

**2. Texas Public Officials Workshop**

Robbie Barrera, TDEM District 12 Coordinator is working on certificates.

**3. Warn Central Texas Program**

There were 12 new sign ups in March. New total is 169.

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

Received an email on May 11<sup>th</sup>, from Ms. Emily Buchanan, Constituent Services Liaison for Senator Cornyn confirming that Senator Cornyn has contacted the US treasury on behalf of the City of Double Horn and is currently waiting for a response.

**5. Burn Ban**

Burnet County and ESD9 have reinstated a burn ban effective 3/9/22. The Burn Ban is still in effect.

**6. Dun & Bradstreet/Sam.Gov Update**

Still waiting on a response from Sam.gov (US government system for Award Management) on our effort to correct the city office address and renew the city's registration. Received an auto reply from SAM.gov extending Double Horn's registration by 30 days to July 22, 2022. The delay is the result of SAM.gov moving from D&B to another provider to manage and vet entities data submissions. All required information has been submitted.

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

Spicewood Crushed Stone is applying for an updated Air Quality permit w/ TCEQ under New Source Review Application (NSR).

This is being done for the following reasons:

1. Allows us to modify processing equipment
2. Allows more operational flexibility
3. Allows more flexibility in product mix

The NSR permit process for this update requires rigorous engineering and modelling above and beyond our current Permit to ensure protection of the surrounding environment.

Comparison w/ Ex. Air Quality Permit

- a. No change in green space setbacks and buffer areas
- b. No change to noise and landscaping berms
- c. No change to blasting limits
- d. No change to hours of operation
- e. More detailed and rigorous modelling
- f. Compliance and recordkeeping more stringent
- g. Emissions levels are more specifically calculated
- h. Emissions levels are lower than the maximum allowed under our Current Permit

*Current Permit*



7F  
112

# TEXAS COMMISSION ON ENVIRONMENTAL QUALITY



741

EXAMPLE A

## NOTICE OF RECEIPT OF APPLICATION AND INTENT TO OBTAIN AIR PERMIT (NORI)

PROPOSED AIR QUALITY PERMIT NUMBER 168889L001

**APPLICATION** Spicewood Crushed Stone, LLC, has applied to the Texas Commission on Environmental Quality (TCEQ) for:  
Issuance of Permit 168889L001

This application would authorize construction of a Rock Crushing Plant located at 5550 East State Highway 71, Double Horn, Burnet County, Texas 78669. This application is being processed in an expedited manner, as allowed by the commission's rules in 30 Texas Administrative Code, Chapter 101, Subchapter J. This link to an electronic map of the site or facility's general location is provided as a public courtesy and not part of the application or notice. For exact location, refer to application. <http://www.tceq.texas.gov/assets/public/hb610/index.html?lat=30.4925&lng=-98.21&zoom=13&type=r>. The facility will emit the following contaminants: carbon monoxide, nitrogen oxides, organic compounds, particulate matter including particulate matter with diameters of 10 microns or less and 2.5 microns or less and sulfur dioxide.

This application was submitted to the TCEQ on April 29, 2022. The application will be available for viewing and copying at the TCEQ central office, the TCEQ Austin regional office, and the Spicewood Community Library, 1011 Spur 191, Spicewood, Burnet County, Texas beginning the first day of publication of this notice. The facility's compliance file, if any exists, is available for public review in the Austin regional office of the TCEQ.

The executive director has determined the application is administratively complete and will conduct a technical review of the application.

**PUBLIC COMMENT.** You may submit public comments to the Office of the Chief Clerk at the address below. The TCEQ will consider all public comments in developing a final decision on the application and the executive director will prepare a response to those comments.

**PUBLIC MEETING.** You may request a public meeting to the Office of the Chief Clerk at the address below. The purpose of a public meeting is to provide the opportunity to submit comments or ask questions about the application. A public meeting about the application will be held if requested by an interested person and the executive director determines that there is a significant degree of public interest in the application or if requested by a local legislator. A public meeting is not a contested case hearing.

After technical review of the application is complete, the executive director may prepare a draft permit and will issue a preliminary decision on the application. If a draft Air Quality Permit is prepared, a Notice of Application and Preliminary Decision is required and it will then be published and mailed to those who made comments, submitted hearing requests or are on the mailing list for this application and will contain the final deadline for submitting public comments.

**OPPORTUNITY FOR A CONTESTED CASE HEARING** You may request a contested case hearing if you are a person who may be affected by emissions of air contaminants from the facility. If requesting a contested case hearing, you must submit the following: (1) your name (or for a group or association, an official representative), mailing address, and daytime phone number; (2) applicant's name and permit number; (3) the statement "[I/we] request a contested case hearing"; (4) a specific description of how you would be adversely affected by the application and air emissions from the facility in a way not common to the general public; (5) the location and distance of your property relative to the facility; (6) a description of how you use the property which may be impacted by the facility; and (7) a list of all disputed issues of fact that you submit during the comment period. If the request is made by a group or an association, one or more members who have standing to request a hearing must be identified by name and physical address. The interests the group or association seeks to protect must

also be identified. You may also submit your proposed adjustments to the application/permit which would satisfy your concerns.

The deadline to submit a request for a contested case hearing is 30 days after newspaper notice is published. If a request is timely filed, the deadline for requesting a contested case hearing will be extended to 30 days after the mailing of the response to comments.

If a hearing request is timely filed, following the close of all applicable comment and request periods, the Executive Director will forward the application and any requests for contested case hearing to the Commissioners for their consideration at a scheduled Commission meeting. The Commission may only grant a request for a contested case hearing on issues the requestor submitted in their timely comments that were not subsequently withdrawn. If a hearing is granted, the subject of a hearing will be limited to disputed issues of fact or mixed questions of fact and law relating to relevant and material air quality concerns submitted during the comment period. Issues such as property values, noise, traffic safety, and zoning are outside of the Commission's jurisdiction to address in this proceeding.

**MAILING LIST.** In addition to submitting public comments, you may ask to be placed on a mailing list to receive future public notices for this specific application by sending a written request to the Office of the Chief Clerk at the address below.

**AGENCY CONTACTS AND INFORMATION.** Public comments and requests must be submitted either electronically at [www14.tceq.texas.gov/epic/eComment/](http://www14.tceq.texas.gov/epic/eComment/), or in writing to the Texas Commission on Environmental Quality, Office of the Chief Clerk, MC-105, P.O. Box 13087, Austin, Texas 78711-3087. Please be aware that any contact information you provide, including your name, phone number, email address and physical address will become part of the agency's public record. For more information about this permit application or the permitting process, please call the Public Education Program toll free at 1-800-687-4040. Si desea información en Español, puede llamar al 1-800-687-4040.

Further information may also be obtained from Spicewood Crushed Stone, LLC, 2115 Stephens Place Suite 210, New Braunfels, Texas 78130-2153 or by calling Mrs. Melissa Fitts, Westward Environmental Inc., at (830) 249-8284.

Notice Issuance Date: April 29, 2022

**RESOLUTION No. 2022-RES020**

**A Resolution of the City of Double Horn, Texas, Approving the Burnet Central Appraisal District's Purchase of Real Estate Property**

**WHEREAS**, the Burnet Central Appraisal District has demonstrated a need for additional office workspace to meet the growing demand for appraisal services, and

**WHEREAS**, the Board of Directors of the Burnet Central Appraisal District proposed and authorized the purchase of real estate at 215 S. Pierce, Burnet, Texas for the expansion of the district's facilities; and

**WHEREAS**, Texas Property Code Section 6.051 requires acquisition or conveyance of real property by the appraisal district be approved by the governing body of three-fourths of the taxing units entitled to vote on the appointment of board members; and

**WHEREAS**, purchase of the proposed real estate and construction of a building offers the most effective solution to provide the Burnet Central Appraisal District with the additional office space needed to house additional staff and service the taxing entities and the taxpayers of Burnet County;

**NOW, THEREFORE, BE IT RESOLVED** that the Burnet Central Appraisal District's purchase of the real estate located at 215 S. Pierce, Burnet, Texas including closing cost of up to \$405,000 for the expansion of the appraisal district office facilities be approved.

Passed and approved on the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

By: \_\_\_\_\_.

Cathy Sereno  
Mayor  
City of Double Horn

**ATTEST:**

By: \_\_\_\_\_.

Karen Maxwell  
City Secretary  
City of Double Horn

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**RESOLUTION NO. 4-20-2022**

WHEREAS the Burnet Central Appraisal District is a political subdivision of the State of Texas, created by the Texas Legislature pursuant to Section 6.01 of the Texas Property Tax Code and;

WHEREAS the Board of Directors of the Burnet Central Appraisal District hereby determines that there is a need for additional office workspace for the appraisal district to meet the growing demands of Burnet County; and

WHEREAS, the Board of Directors of the Burnet Central Appraisal District finds it in the public's best interest to purchase the real estate located at 215 S. Pierce, Burnet, Texas at a sale price including closing costs of up to \$405,000; and

WHEREAS, there Board of Directors finds that purchase of the proposed real estate offers the most effective solution to provide the Burnet Central Appraisal District with the additional office space needed to house additional staff and service the taxing entities and the taxpayers of Burnet County; and

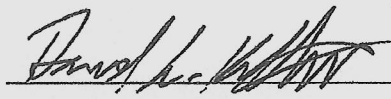
WHEREAS, Texas Property Tax Code Section 6.051 requires acquisition or conveyance of real property by an appraisal district be approved by the governing bodies of three-fourths of the taxing units entitled to vote on the appointment of board members;

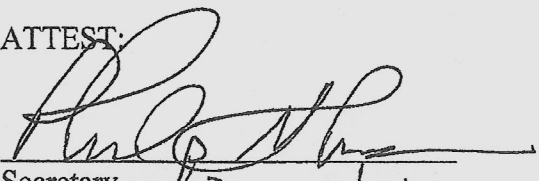
NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Burnet Central Appraisal District that it hereby proposes and authorizes the purchase of the real estate located at 215 S. Pierce, Burnet, Texas at a sale price including closing costs of up to \$405,000; and

IT IS HEREBY FURTHER RESOLVED, that the Chief Appraiser of the Burnet Central Appraisal District shall contact the taxing units entitled to vote on the

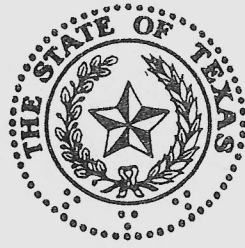
appointment of board members to the Burnet Central Appraisal District's Board of Directors in an effort to obtain the approval required by Texas Property Tax Code, section 6.051.

ADOPTED this 20<sup>th</sup> day of APRIL, 2022 by the Board of Directors of the Burnet Central Appraisal District.

Name:   
Title: Chairman

ATTEST:  
  
Secretary Board Member

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THE COUNTY OF BURNET  
BURNET, TEXAS 78611

May 5, 2022

City of Double Horn  
Honorable Cathy Sereno, Mayor  
103 Vista View Trail  
Suite 100  
Double Horn, Texas 78669

RE: OSSF within the corporate limits of Double Horn

Mayor Sereno,

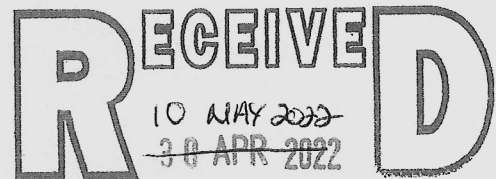
In response to Alderman Millard's question about the feasibility of a waste water treatment plant for your city, I have reviewed your original plat and planning material for utilizing OSSF treatment for each individual tract. Having a public water supply allows for half acre sizing. Your tract sizing is mostly three to five acre tracts with individual residential structures which is more than adequate for OSSF service. Your density would not be cost efficient for a central system especially given the terrain and the area that would be required for the application of treated effluent. The city of Highland Haven is very similar (HH has a smaller average tract size) to your city and they have not had any issues utilizing OSSFs for their sewage disposal. As previously stated, Burnet County will continue to work with your city regarding the OSSF program. Should you have any further questions please contact me.

Sincerely,

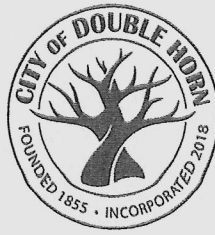
A handwritten signature in cursive script that reads "Herb Darling".

Herb Darling

Burnet County Development Services, Director



The City of  
Double Horn, TX



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## City of Double Horn Meeting Room Usage Policy

It is the desire and role of the City Council to support the community by providing a public meeting space for organizations that directly serve our community.

Therefore, the City of Double Horn City Council approves the following groups to hold their public and executive meetings at the city hall meeting room if reserved in accordance with the City's policy:

Double Horn Creek Water Supply Corporation (DHCWSC)

Double Horn Improvement Association (DHIA)

Other non-profit organizations will be considered if their purpose is to serve the Double Horn community. A request from any of these organizations must be approved by a vote of the City Council.

As it is the responsibility of the city to maintain the security of the city office, a city representative must be present for the duration of the meeting. Participation in the meeting is not required.

A city representative includes the following roles: Mayor, Alderman, City Secretary, City Treasurer, City Volunteer or Committee Chairperson.

It is the responsibility of the city representative to unlock the front door, emergency door and kitchenette/restroom door prior to the start of the meeting and re-lock at the conclusion of the meeting. Additionally, it is the responsibility of the city representative to confirm the facility has been left in good condition (see requirements below) before the meeting contact leaves the facility.

### Reservation Process:

- 1) Organizations president or designee to send an email request to the city using the Contact Us feature on the city's website
- 2) Email must include organization name, meeting date(s), meeting start time, meeting duration and key contact name and number
- 3) Request must be made 30 days in advance; exceptions will be considered on a case-by-case basis
- 4) A reservation should not be considered booked until the requester receives an email confirming the reservation and providing a city contact name for the reservation.
- 5) To minimize the administrative burden, it is recommended that organizations consider establishing a recurring meeting schedule that can be more easily managed.

### Cancelation Process:

- 1) In the event a meeting needs to be cancelled please notify via email the City Secretary and Mayor as soon as possible to allow others the opportunity to utilize the room. Emails should be directed to: [Mayor@doublehorn.tx.org](mailto:Mayor@doublehorn.tx.org) and [citysecretary@doublehorn.tx.org](mailto:citysecretary@doublehorn.tx.org)

### Meeting Requirements:

- 1) Unless otherwise requested, the meeting room will be opened 30 minutes in advance of the meeting
- 2) Organizations are welcome to re-arrange the furniture to suit their meeting needs however, furniture must be returned to the original arrangement at the conclusion of the meeting.
- 3) All trash, papers, posters, and other meeting materials must be collected and removed from the facility at the conclusion of the meeting. Additionally, any items placed in the refrigerator must be removed as well.

### City's Process & Acknowledgement:

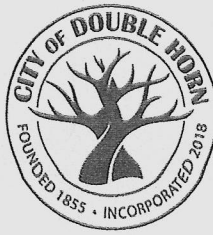
- 1) City Secretary to respond to request within five (5) business days with confirmation or notice of unavailability
- 2) Email confirmation will include meeting date, time and the name of the city representative assigned to the meeting
- 3) The City Secretary will maintain the meeting room schedule. A 60-day calendar will be displayed with other notices in the city office window and posted on the city's website.
- 4) Organizations utilizing the meeting room will be required to acknowledge this policy by signing a copy of the policy and returning it to the City Secretary or Mayor. The acknowledgement must be signed by the organizations President or an authorized signer and will need to be re-signed if a policy change is implemented or if the organization elects/appoints a new leader. The acknowledgement will be counter-signed by the Mayor and filed at the city office. A copy will be provided to the organization for their records.

City of Double Horn, 103 Vista View Trail, Suite 100, Double Horn, TX 78669

City of Double Horn Meeting Room Usage Policy

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**Hold Harmless Clause:**

**IN THE EVENT OF PHYSICAL INJURY OR DEATH SUFFERED BY MYSELF OR OTHERS, AS WELL AS DAMAGE TO ANY OF MY PERSONAL PROPERTY, I HEREBY EXPRESSLY AGREE TO INDEMNIFY AND HOLD HARMLESS THE CITY OF DOUBLE HORN, AND THE CITY'S OFFICERS, AGENTS, REPRESENTATIVES AND EMPLOYEES, FROM AND AGAINST ANY AND ALL EXPENSES, CLAIMS, DEMANDS, COSTS, CAUSES OF ACTION, AND LIABILITY OF EVERY KIND AND NATURE, INCLUDING REASONABLE ATTORNEY'S FEES FOR THE DEFENSE OF ALL CLAIMS AND DEMANDS (COLLECTIVELY, "COSTS"), ARISING DIRECTLY FROM, OR IN ANY WAY CONNECTED WITH, THE EVENT MY ORGANIZATION CONDUCTED AT THE CITY HALL MEETING ROOM.**

**Acknowledgement:**

**I have read the City of Double Horn Meeting Room Usage Policy and agree to comply with the requirements outlined in this policy.  
I am an authorized signer for my organization.**

Organization Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Mayor's Signature: \_\_\_\_\_

Date: \_\_\_\_\_



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Cathy Sereno

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**From:** Robert Link <boblinktx@gmail.com>  
**Sent:** Friday, April 22, 2022 2:24 PM  
**To:** Cathy Sereno  
**Cc:** alicialuhrs@gmail.com; boblinktx@gmail.com; Glen Zoerner; Larry Hackler; Lisa Sharp; Lou Ann Raetz; Tim Poole  
**Subject:** DHIA Board Meeting Schedule

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Cathy, thanks again for having us meet in the city conference room. It is a great place to meet.

Our 2022 DHIA board meeting for year is as follows:

- May 26
- June 23
- July 21
- August 25
- September 22
- October 20
- November 17
- December 15

If it makes sense, we would like to reserve the meeting room for those dates. Thanks, Bob Link