

**CITY OF DOUBLE HORN
MINUTES**

**REGULAR MEETING
CITY COUNCIL**

**THURSDAY, MAY 11, 2023
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 7:00PM
2. Rollcall to Confirm Quorum
Aldermen John Osborne, Bob Schmitz, Jim Millard, Tom King, and Mayor Cathy Sereno were present. City Secretary Karen Maxwell recorded the minutes. Alderman Glen Stafford was absent.
3. Invocation: Alderman King
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 13, 2023, Regular Council Meeting & May 8, 2023 Special Meeting
Motion: Alderman Millard moved to approve the April 13, 2023, Regular Council minutes.
Second: Alderman Schmitz seconded the motion.
Vote: The vote was unanimous, and the motion carried.

Motion: Alderman Osborne moved to approve the May 8, 2023, Special Council minutes.
Second: Alderman King 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 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. Treasurer’s Report - Mayor Sereno presented the update on both items.

1) Monthly Financial Reports

Motion: Alderman Schmitz moved to sweep the Property Tax balance of \$2,118.97 into the Operating Account.

Second: Alderman Millard seconded the motion.

Vote: The vote was unanimous, and the motion carried.

2) Annual Internal Financial Audit – Summary of Recommendations

Alderman Schmitz confirmed prior council approval of \$3,500 for the purchase of a fire safe filing cabinet.

B. Emergency Management Team Update

No update at this time.

C. Zoning & Ordinance Committee Update:

Discuss status and next steps to develop a No Solicitation Ordinance and the Subdivision Ordinance

Alderman Millard and the mayor provided the update.

Action Item: Alderman Millard will confer with the City Attorney to identify dates for a workshop for the No Solicitation Ordinance.

D. Spectrum Installation Sections 1 Update

The mayor provided the update.

E. Discuss and consider action on project(s) to improve road safety working in partnership with DHIA Board

Alderman Schmitz provided the update on the project.

1) Road Sign Project – Update on final signoff and costs

F. Joint Double Horn Improvement Association /City of Double Horn Security Committee Update

Alderman Osborne provided an update.

G. Discuss and consider action to partner with Double Horn Creek Water Supply Corporation (DHCWSC) to promote water conservation and protect water service.

The mayor and DHCWSC President Curtis Raetz provided an update.

Action Item: Alderman King will be the city representative as part of a co-committee between DHIA, DHCWSC and the City of Double Horn to promote conservation and protect water service.

H. City of Double Horn Policy & Procedure Guide – first review of completed section(s)

The mayor provided an update on the Policy & Procedure Guide draft.

I. Distribute Monthly Office Hours Sign Up Sheet & DHIA/DHCWSC Meeting Sign Up Sheet – Confirm assignments.

The calendar was provided for sign-ups.

J. Discuss and consider other matters for inclusion on the agenda for the next regular meeting of the City Council

- Enforcement/Compliance within our ETJ of Sign Ordinance

8. Adjournment: Time 8:10pm

Motion: Alderman Millard moved to adjourn the meeting.

Second: Alderman Osborne seconded the motion.

Vote: The vote was unanimous, and the motion carried. The council will reconvene on June 8th, 2023, at 7pm in the City Meeting Room.

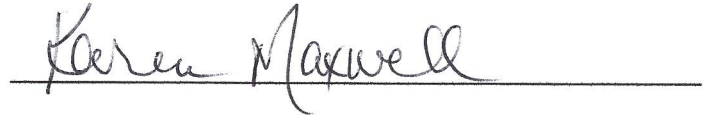
The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by the Texas Government Code, including, but not limited to, Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations 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 8th day of May 2023 by 7PM.



Cathy Sereno, Mayor

Attest to:



Karen Maxwell, City Secretary