



**CITY OF DOUBLE HORN
MINUTES
REGULAR MEETING
CITY COUNCIL
THURSDAY, JULY 13, 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 7:00 PM
2. Rollcall to Confirm Quorum: Aldermen Jim Millard, Bob Schmitz, Tom King, Glen Stafford and Mayor Cathy Sereno were present. Alderman John Osborne was absent. City Secretary Karen Maxwell recorded the minutes.
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 – June 8, 2023, Regular Council Meeting

Motion: Alderman Schmitz moved to approve the June 8, Regular Council Meeting minutes.
Second: Alderman Millard 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 on 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. Treasurer's Report

Mayor Sereno presented the report.

1) Monthly Financial Reports

Motion: Alderman Millard moved to sweep \$ 1080.12 from the Property Tax Account to the Operations Account.

Second: Alderman Schmitz seconded the motion.

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

Action Item: Mayor will sweep the monies from Property Tax Account to Operations Account.

2) Budget Planning Schedule-

Mayor Sereno presented the proposed Budget Calendar.

Aug 14th - Draft budget presented and handed over to City Secretary

Aug 29 Noon - Submit Notice to Highlander

Sept. 1 - Published Notice of Hearing

Sept. 14th- Public Hearing

B. Emergency Management Team Update: Emergency Management Coordinator Harry Brunner was not present.

The mayor updated from the written report.

C. Zoning & Ordinance Committee Update: Alderman Millard provided an the update.

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

Action Item: Aldermen and Mayor are to send feedback regarding *Peddlers, Solicitors, and Canvassers Ordinance* to Alderman Millard by the 26th of July.

D. Spectrum Installation Sections 1 Installation Update:

Mayor Sereno provided an update on Spectrum.

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

Alderman Stafford gave an update on a safety discussion with Sheriff Calvin Boyd of Burnet County.

Action Item: City Secretary will help create a flyer promoting Sheriff Boyd to be present at the next City Council Meeting.

F. Discuss and consider action to approve the **Agreement Between City of Double Horn, Texas and the Double Horn Creek Water Supply Corporation** and issue check for \$10,000

Motion: Alderman Millard moved to approve the **Agreement Between City of Double Horn, Texas and the Double Horn Creek Water Supply Corporation** amended as indicated on page 2 and issue check for \$10,000.

Second: Alderman Schmitz seconded the motion.

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

Action Item: Mayor will get with President Curtis Raetz of the DHCWSC to get his signature on the agreement and issue the check.

G. Discuss and consider action on projects suggested by the Water Conservation Partnership Committee, a joint project between the City of Double Horn, Double Horn Creek Water Supply Corporation and the Double Horn Improvement Association to promote water conservation and protect water service.

Water Conservation Partnership Committee Member Sig Sereno made a presentation regarding their progress.

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

Mayor reviewed completed sections with the council.

I. Discuss and consider action required to prepare for **November 7, 2023, General Election**

City Secretary shared important dates during election season.

- J. Discuss and consider action on hiring for City staff positions including Treasurer and City Secretary
Mayor discussed the job requirements for the Treasurer and City Secretary.
 - K. Distribute Monthly Office Hours Sign Up Sheet & DHIA/DHCWSC Meeting Sign Up Sheet – Confirm assignments
 - L. Discuss and consider other matters for inclusion on the agenda for the next regular meeting of the City Council
8. Adjournment: Time 8:29 PM


Motion: Alderman Stafford moved to adjourn the meeting.

Second: Alderman Schmitz seconded the motion.

Vote: The vote was unanimous, and the motion carried. The Council will reconvene on August 10th, 2023, at 7pm for the next Regular Meeting.

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 10th day of July 2023 by 7PM.



Cathy Sereno, Mayor

Attest to:

Karen Maxwell, City Secretary