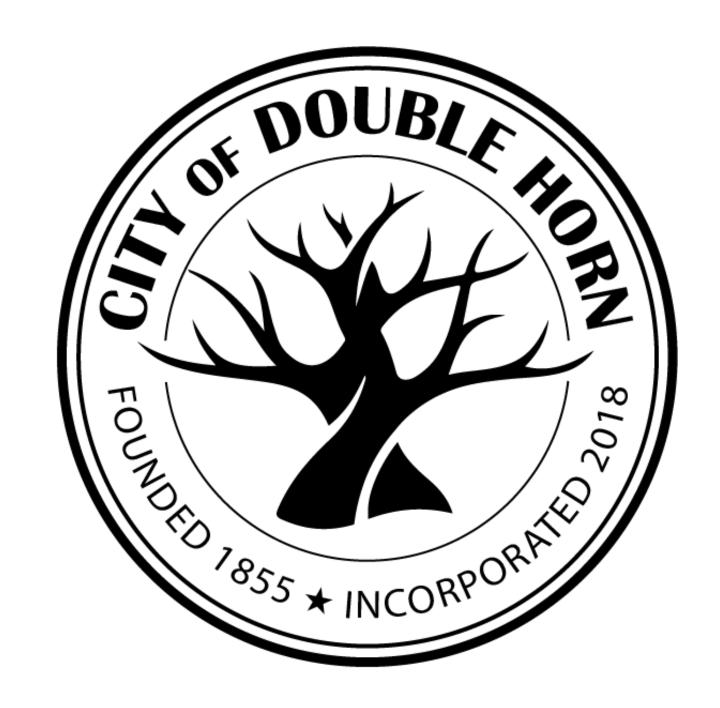
STATE OF THE CITY
FISCAL YEAR 2020 -2021

CITY OF DOUBLE HORN





## **MAYOR'S NOTE**

The City Council and I are pleased to present the **Third Annual State of the City Review**.

The year has been an extraordinary year that included the good, the bad and the ugly.

The Good – successful negotiations freeing the city from ongoing litigation and litigation expense (Assurance of Voluntary Compliance Agreement or AVC)

The Bad - the impact of an ongoing pandemic and

The Ugly – a historic February Freeze and resulting Disaster Declaration

I am reasonably certain there are very few modern-day cities that have been faced with so many major challenges so early in their history. Despite the challenges, I am pleased to share with you our annual update highlighting what we have accomplished and what we plan for the future.

Our first priority is always to the citizens of Double Horn therefore achieving a positive outcome and resolving our issue with the Attorney General will be our priority this year. If you have time, please read the AVC Agreement and each Quarterly Report. You will note many of the items identified in the agreement align with our goals.

I hope you find this update beneficial and encourage you to share your thoughts on how we can continue to serve the interests of our citizens.

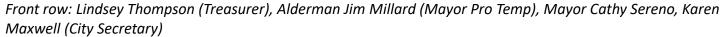
Cathy Sereno Mayor City of Double Horn

# WELCOME TO THE CITY OF DOUBLE HORN STATE OF THE CITY REVIEW

- ❖ The **State of the City Review** is an annual communication to the citizens of Double Horn. The purpose of this presentation is to provide the citizens of Double Horn an update on the work accomplished by City Council and Committees over the past fiscal year and to provide visibility to the City Council's plans for the next fiscal year. The presentation will cover the following topics:
  - I. Introductions
  - II. Key Accomplishments
  - III. Fiscal Year Financial Recap
  - IV. Looking to the Future (What's Next) Fiscal Year 2021-2022 Plans
  - V. City of Double Horn Contact Information

# I. INTRODUCTIONS: THE CITY COUNCIL & STAFF THAT SERVE THE CITIZENS OF DOUBLE HORN





Back row: Alderman John Osborne (CAPCOG Representative), Alderman RG Carver, Alderman Bob Schmitz, Alderman Tom King



Patty Akers (City Attorney)

## I. INTRODUCTIONS: THE VOLUNTEERS THAT SERVE THE CITIZENS OF DOUBLE HORN

Our City could not operate without the dedicated volunteers that work to serve all the citizens of Double Horn:

### **Emergency Management Team**

•	<b>Emergency</b>	Mgmt Director	Cathy Sereno
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**Emergency Mgmt Coordinator** 

**Public Information Officer** Laura Rathe

**Operations Section** 

Finance & Admin Section

**Planning Section** 

**Logistics Section/Deputy EMC** 

**Medical Section** 

**Team Member** 

Harry Brunner

John Osborne

Wendy Wright

TBD

Jim Millard

**Curtis Raetz** 

Paul Graeber

### **City Office Volunteers**

- Susan Carver
- Debbe Gary
- **Bobbie Osborne**
- Laura Rathe
- Amanda Schmitz
- Sig Sereno
- Wendy Wright

### Zoning & **Ordinance Committee**

- Jim Millard (Chairman)
- **RG Carver**
- Sid Maxwell
- Cyndi King

### II. KEY ACCOMPLISHMENTS - SUMMARY

The City of Double Horn has faced many challenges however, the City continues to accomplish the goals we've set out to achieve as we work to protect all our citizens - residential, commercial and industrial.

- 1. Opened City of Double Horn Office & Established Standard Hours
- 2. Appointed New Treasurer
- 3. Launched Featured Speaker Series
- 4. Hosted Educational Meetings on Aggregate Industry
- 5. Installed New Seismic, Dust & Noise Monitors
- 6. Negotiated Agreement with the Office of the Attorney General, State of Texas
- 7. Negotiated 6-year Payment Agreement with Messer, Fort & McDonald for Litigation Debt
- 8. Approved 6 Ordinances Including an Important Zoning Amendment
- 9. Approved 3 Resolutions Required by Law

## II. KEY ACCOMPLISHMENTS - #1 OPENED CITY OFFICE



January 2021 the first City of Double Horn office was opened and standard office hours were established.

### Office Hours:

Tuesday, Wednesday, Thursday Noon – 2:00PM and by Appointment.

The office is located at 103 Vista View Trail, Suite 100. The City owned Seismic Monitor was re-located at the office shortly after our opening.

Early 2022 we plan to remodel our office to add a large meeting room suitable for monthly City Council meetings and other community events. Additionally, a second Little Library will be installed outside the office door under the overhang.

# II. KEY ACCOMPLISHMENTS - #2 APPOINTED NEW TREASURER



On September 9<sup>th</sup>, the City of Double Horn City Council unanimously approved the appointment of **Lindsay Thompson** as City of Double Horn Treasurer.

Lindsay, a Finance & Accounting Professional, earned a

Bachelor of Arts from Arizona State University & MBA from Rockhurst University

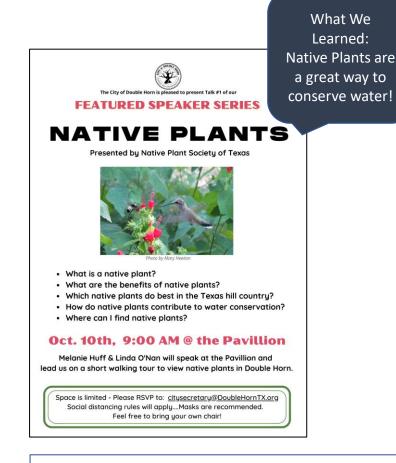
She is a Licensed CPA in both Kansas & Texas Additionally, Lindsay has years of Professional Experience including her most recent role as Global Finance & Strategy Manager for a Multinational Company.

The City of Double Horn is fortunate to have a professional like Lindsay as a member of the leadership team.

# II. KEY ACCOMPLISHMENTS - #3 LAUNCHED OUR FEATURED SPEAKER EVENT SERIES

The *Featured Speaker Series* is an ongoing program designed to provide a variety of educational topics that are of interest to the community and that support our core values including: safety, security, water conservation and protecting our beautiful Hill Country. Our goal is to offer 3-4 topics per year. Unfortunately, Covid limited our plans this year to two events: *Native Plants* and *How to Protect Your Home & Property From Fire*.

Future events under consideration include: First Aid, CPR, Dark Skies and Rainwater Harvesting. Suggestions may be submitted - Use the Contact Us feature on the City's website.





The correct way to test a smoke alarm is explained on the City's website. Be one of the first three citizens to find the answer on our website. Send an email to the City via the Contact Us feature, tell us where you found the information and win what you will need to properly test your smoke alarms!

# II. KEY ACCOMPLISHMENTS - #4 SPONSORED AGGREGATE INDUSTRY EDUCATION PROGRAMS

The City of Double Horn contracted with Jill Shackelford, an Aggregate Industry expert, to provide an educational presentation on the aggregate industry. The industry is the largest business within our City (Spicewood Crushed Stone) and ETJ (Vulcan Materials, Lauren Concrete & Martin Marietta Ready Mix). The event was hosted as a Special Public Meeting on January 7, 2021, Topics included:

 Ms. Shackelford's Personal Experience as a Mine Operator

- General Mining Regulations
- Management Best Practices
- Environmental Compliance
- Recommendations
- Q&A Session

On July 1, 2021, the City of Double Horn hosted a Community Meeting in partnership with Matt Dalrymple, **Spicewood Crushed Stone** (SCS) & Joe Crownover, **Integrated Geotechnical Solutions** (IGS). The focus of the meeting was to review recent blast monitoring reports and to address questions as part of an education strategy designed to provide facts and transparency. Blast monitoring reports will be provided after each blast conducted by SCS.





Important Note: IGS is under contract with the City of Double Horn to provide monitoring services and reports. The cost of this service is covered by SCS per the requirements of Ordinance ORD0015.

# II. KEY ACCOMPLISHMENTS - #5 INSTALLED NEW SEISMIC, DUST & NOISE MONITORS

On December 10,2021, The City of Double Horn renewed a Partial Exemption Blasting Permit for Spicewood Crushed Stone (SCS). SCS is currently developing their site; blasts to date have been for site development purposes only - not production. Per the requirements of Ordinance ORD015 monitors, monitoring service and reporting will be provided at no cost to the City. Monitors, service fees and reports are fully funded by SCS. Blast Reports are available to the public upon request and will soon be available on the City's website.

### **Monitors Installed:**

- Six (6) Instantel Micromate Seismographs
- Two (2) Instantel Noise Monitors
- Two (2) Instantel Dust Particle Monitors

Want to know when SCS or Vulcan will blast? Find out how by going to: doublehorntx.org, Frequently Asked Questions

VE G	RAA	Client: Spicewood	d Crushed Ston	e		Date: 08/19/202	1	
Project: Double H			Horn, Tx Quarry		Technician: Cody	Technician: Cody Fletcher		
S. CAN		Location: Double	Horn, Texas			Dept Office: 8:00	am	Arrive Site: 8:55 am
CHRICAL	SOLUTION	Blast GPS: 30°29	9'44.50", -98°1	2'34.74"		Dept Site: 11:10	am	Arrive Office: 3:00 pm
				Seismograph Mon	itoring Parameters			
Record Mode:	Waveform	Trigger Level:	0.02 in/sec	Trigger Source:	Geo / Mic	Record Time:	6 Second	ds
Notes:	Partly Cloudy	skies, 80 deg. Wind	SE 5 mph. Josh	Cates blaster-in-cl	harge. Blast time 10:	20 AM.		
				Vibration E	vent Results			
Location ID:	ı	Jnit 1	PPV:	.2684 in/sec	Location ID:	Unit 4	PPV:	.1278 in/se
Seismo S/N:	UM8828	Cal: 07/20/21	Freq:	85.3 Hz	Seismo S/N:	UM11609 Cal: 01/20/21	Freq:	78.8 H
GPS:	30°29'43.19	", -98°12'56.77"	AO:	106.8 dBL	GPS:	30°29'53.95", -98°12'56.70"	AO:	107.1 dBl
Dist to Blast:	1,9	926 ft.	Freq:	6.3 Hz	Dist to Blast:	2,147 ft.	Freq:	5.9 Hz
Location ID:	U	Init 2	PPV:	.1275 in/sec	Unit 5	0.		
Seismo S/N:	UM6221 0	Cal: 07/09/2021	Freq:	97.5 Hz	Qunit 4 Air 1	Fest North		
GPS:	30°29'46.79'	', -98°12'56.52"	AO:	113.4 dBL	Unit 3 º			
Dist to Blast:	1,9	927 ft.	Freq:	5.1 Hz	*Unit 2			
Location ID:	U	nit 3	PPV:	.1257 in/sec	O Unit 1		<b>⊑</b> Blast	
Seismo S/N:	UM7111	Cal: 06/21/21	Freq:	>100 Hz				<b>©</b> unit 6
GPS:	30°29'51.58	", -98°12'57.02"	AO:	109.7 dBL			1355	
Dist to Blast:	2,0	086 ft.	Freq:	5.4 Hz		Air Test South		

# II. KEY ACCOMPLISHMENTS - #6 NEGOTIATED AGREEMENT WITH THE OFFICE OF THE ATTORNEY GENERAL, STATE OF TEXAS



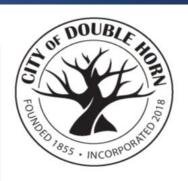
After years of costly litigation, the City of Double Horn reached an agreement with the State of Texas, represented by the Attorney General in the matter of State of Texas v. City of Double Horn, Cause No. 49209.

As a result of mediation, an Assurance of Voluntary Compliance (AVC) was agreed to and ultimately entered into the court record effective August 2, 2021.

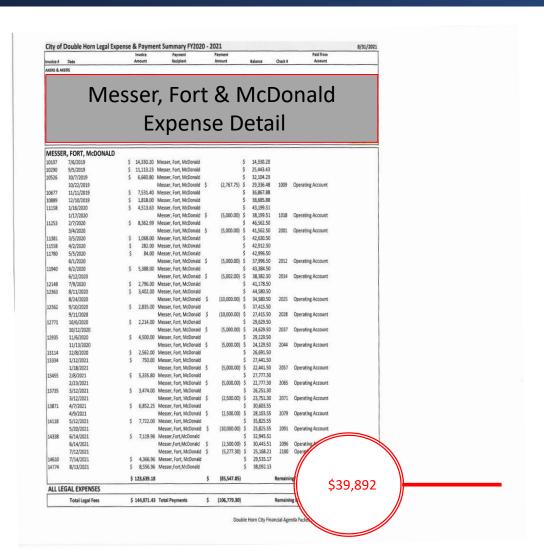
It is important to understand with this agreement neither the City of Double Horn nor the State of Texas concedes their position. However, it does lay out a path that will allow the lawsuit to be dismissed with prejudice after a one-year period. During the one-year period, the case will be abated, placed on hold, while the City demonstrates to the State that it is continuing to operate and perform all functions required of an incorporated city.

The AVC agreement requires the City to provide a quarterly compliance update to the Attorney Generals office; the first Quarterly Update Report was provided on September 15, 2021. The AG's response to this report was positive – indicating they approve the report format and were pleased with the City's progress. The AVC agreement and Quarterly Update Reports are posted on the City's website:

doublehorntx.org under section News & Events, Legal Updates



# II. KEY ACCOMPLISHMENTS - #7 NEGOTIATED 6-YEAR PAYMENT AGREEMENT with MESSER, FORT & McDONALD FOR LITIGATION DEBT



All legal services, City Attorney fees and litigation are provided by Messer, Fort & McDonald. On September 9, 2021, the City signed an agreement with Messer, Fort & McDonald that allows the City to pay off the outstanding legal debt through a 6.65 year, no interest, payment plan. The City will make a \$500 monthly payment for the term of the agreement.

This agreement was a critical step to improve the financial position of the City, allowing the City to now focus on projects aligned with our main purpose – to protect the safety and security of our citizens.

## II. KEY ACCOMPLISHMENTS - #8 APPROVED ORDINANCES

Six (6) Ordinances were drafted, reviewed and approved by the City Council this fiscal year. Ordinances carry the weight of law and, as such, the public review process of each Ordinance is an important function of a city government. While the Adoption of a Budget and Tax Rate are important actions, the approval of Ordinance ORD024 has the greatest impact on protecting property and lives. The CDH Zoning Ordinance was amended to clearly document the allowance of water tanks for fire suppression. The City was proud to partner with the DHWSC on the Fire Suppression Water Tank Project.

### **ORDINANCES APPROVED:**

ORD024 Zoning Amendment – Allowing for Water Tanks

ORD025 Water Tank Conditional Use Permit (Vista View Location)

ORD026 Ordering a General Election Nov 2, 2021

ORD027 Cancelling General Election & Declaring Unopposed Candidates Elected

ORD028 Adopted FY2021-2022 Budget

ORD029 Approving & Levying Taxes FY2021-2022

Note: All Ordinances are posted on the City's website for your review.

# II. KEY ACCOMPLISHMENTS – #9 APPROVED RESOLUTIONS REQUIRED BY LAW

Three (3) Resolutions were drafted, reviewed and approved by the City Council this year. These resolutions, required by state law, were related to the adoption of a Budget and Property Tax Rate. To ensure transparency this process includes a Public Hearing to allow all citizens an opportunity to participate in this important financial process.

### **RESOLUTIONS APPROVED:**

- RES016 Setting Public Hearing for FY2021-22 Budget & Public Notice
- RES017 Setting Public Meeting FY2021-22 Tax Rate & Public Notice
- RES018 Ratifying Property Tax Increase Reflected in FY2021-22 Budget

Note: All Resolutions are posted on the City's website for your review.

## III. FISCAL YEAR FINANCIAL RECAP for 2020 - 2021

#### City of Double Horn

Revenue & Expense Summary

October 2020 - S	epterriber 202	.1		
	A	ctual	Budget	% of Budge
Income				
4000 Ad Valorem Taxes		69,016.07	66,307.61	104.08
4001 Donations General		20.00	0.00	)
4002 Permits and Fees		1,000.00	1,000.00	100.00
Total Income	\$	70,036.07	\$ 67,307.61	104.05
Gross Profit	\$	70,036.07	\$ 67,307.61	104.05
xpenses				
6000 Salaries & Wages		9,764.02	13,000.00	75.11
6010 Taxes - payroll		577.21	0.00	)
6011 Employer Payroll Taxes (old) (deleted)		0.00	0.00	)
6020 Workmans Comp Insurance		102.90	300.00	34.30
6100 Computer Equipment		0.00	500.00	0.00
6110 Office Equipment		0.00	750.00	0.00
6130 Office Supplies		313.67	750.00	41.82
6210 Software Maintenance		0.00	350.00	0.00
6220 Email Maintenance		549.16	550.00	99.85
6230 Website Maintenance		231.09	250.00	92.4
6240 Rent or Lease of Buildings		8,000.00	9,600.00	83.3
6250 Internet		843.34	1,200.00	70.28
6255 Phone Expense		226.01	350.00	64.57
6260 Insurance - TML		1,433.74	990.00	144.82
6270 Utilities		1,073.10	1,200.00	89.43
6280 Legal & Professional Fees		55,253.93	25,272.61	218.63
6290 Consulting Services		650.00	700.00	92.86
6300 Accounting		3,376.50	5,450.00	61.95
6400 Membership Fees		641.00	650.00	98.62
6410 Legal Posting		345.00	1,500.00	23.00
6420 Rent/Meeting Expenses		640.00	720.00	88.89
6430 Tax Collection Fees		1,348.96	1,200.00	112.4
6440 Municipal Court Costs		0.00	500.00	0.00
6450 Code Enforcement		0.00	950.00	0.00
6460 Election Fees		75.00	75.00	100.00
6465 Bank fees		-19.95	0.00	)
6500 Training and Travel		0.00	500.00	0.00
otal Expenses	\$	85,424.68	\$ 67,307.61	126.92
Net Operating Income	\$	15,388.61		
Net Income	-\$	15,388.61		

Similar to last year, Budgeted Revenue was set conservatively given the number of property values under dispute. The resolution of these disputes resulted in the City realizing slightly higher (104.08%) revenue.

Unfortunately, expenses were the issue this year, specifically Legal & Professional Fees. As our lawsuit moved into the Discovery Phase our litigation expenses increased exponentially ultimately exceeding our budget. Three critical actions were taken to address the financial impact:

- 1) Negotiated Assurance of Voluntary Compliance Agreement with the office of the Attorney General
- Negotiated a favorable payment plan with Messer, Fort & McDonald
- 3) Implemented the CDH Office Volunteers Program which allowed us to reduce labor expense by almost 25%.

These steps re-position us financially and mentally, allowing us to focus on the future and our plans to serve the citizens of Double Horn.

Note: Financial Reports are generated by Quick Books Online (QBO) & are published each month as part of the agenda package.

### City of Double Horn Balance Sheet

As of September 30, 2021



	7	Total		
ASSETS				
Current Assets				
Bank Accounts				
1000 Operating		24,070.73		
1005 Property Tax		100.61		
1010 Reserve Account		6,020.73		
Total Bank Accounts	\$	30,192.07		
Total Current Assets	\$	30,192.07		
TOTAL ASSETS	\$	30,192.07		
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2100 Accounts payable		39,785.54		
Total Accounts Payable	\$	39,785.54		
Other Current Liabilities				
Payroll Liabilities				
Federal Taxes (941/944)		93.30		
Total Payroll Liabilities	\$	93.30		
Total Other Current Liabilities	\$	93.30		
Total Current Liabilities	\$	39,878.84		
Total Liabilities	\$	39,878.84		
Total Equity	\$	(9,686.77)		
TOTAL LIABILITIES AND EQUITY	\$	30,192.07		

## IV. LOOKING TO THE FUTURE: FISCAL YEAR 2021-22 PLANS



- Remodel City Office to Add Large Meeting Room for City Council Meetings & Other Community Events
- Launch Safety & Security Project: Install Knox Boxes at Commercial, Industrial & Main Residential Entrance Gates
- Partner with Double Horn Improvement Association, Double Horn Creek Water Supply Corporation and Other Entities to Develop Agreements & Plans to Enhance Public Amenities and Utilities Including: Roads (Lighting & Signage), Water, Septic, Trash, Recycling & Other Related Services
- Enhance & Promote City Website. Enhancements include New Neighbor Information and Spicewood Crushed Stone Blast Report & Related Information
- Work with USPS to add Double Horn to the 78669 Zip Code
- Continue Outreach & Partnership with Commercial & Industrial Partners as well as with our State & County Officials
- Implement Emergency Preparedness Drills (Emergency Management Team)
- Continue to Promote Safety Initiatives such as Warn Central Texas

## V. CITY OF DOUBLE HORN CONTACT INFORMATION



# If You Have Questions, Want to Get Involved or Learn More About Your City Government Please Feel Free To:

#### **ATTEND SEND VISIT** Send an email to the City Council & **Attend City Council Meetings** Visit with us at our new City Office Regular Monthly City Council Mayor Located at 103 Vista View Trail, meetings are held the second Use the "Contact Us" feature on Suite 100 Thursday of every month. A the City's website or Office Hours: Noon to 2:00PM schedule of upcoming meetings Use the dialogue icon found on on Tuesday, Wednesday, and the agenda will be posted on every page on the City's website Thursday & By Appointment the City of Double Horn website: doublehorntx.org