

**STATE OF TEXAS
COUNTY OF BURNET
CITY OF DOUBLE HORN**

On this 9th day of January 2025, the City Council convened at 7:00 pm in the Council Chambers located at 103 Vista View Trail, Suite 100, Double Horn, Texas. Notice of the meeting giving the time, place, date, and subject had been posted as described in Chapter 551 of the Texas Government Code.

- 1. Call Meeting to Order.** Mayor Sereno called the meeting to order at 7:01 pm.
- 2. Rollcall to Confirm Quorum.** City Secretary Christina McDonald confirmed a quorum, with Mayor Cathy Sereno and Aldermen Glen Stafford, Bob Schmitz, and Laura Rathe present.
- 3. Invocation.** Mayor Sereno gave the invocation.
- 4. Pledge of Allegiance – U.S. & Texas.** Mayor Sereno led the pledges.
- 5. Approval of Minutes – December 12, 2024 Regular Meeting.** Alderman Rathe made a motion to approve the minutes as presented. Alderman Schmitz seconded the motion, which carried by a vote of 3-0.
- 6. Citizen Comments.** There were no citizen comments.
- 7. Regular Agenda.**
 - A. Treasurer’s Report: Monthly Financial Reports.** Mayor Sereno presented the December Financials. Alderman Schmitz moved to sweep \$7,726.50 from the Property Tax Account to the Operating Account. Alderman Rathe seconded the motion. The motion carried by a unanimous vote (3-0).
 - B. Emergency Management Team Update.** Emergency Management Coordinator Harry Brunner provided the update.
 - C. Zoning & Ordinance Committee Update.** No update was given.
 - D. Discuss and consider action regarding Oliver, Rainey, and Wojtek's (ORW) engagement letter for bookkeeping services for the 2025 calendar year.** Mayor Sereno stated that the City has seen an increase in the hourly rate charged by

ORW for bookkeeping services and after discussions with ORW, they have agreed to a flat rate of \$540 per month with reevaluation in July. No action was taken.

E. Flock Safety (cameras) Update.

i. **Discuss and consider action to appoint a City Councilmember as the City of Double Horn Flock Safety Automated License Plate Reader System Administrator.** Mayor Sereno nominated Alderman Stafford to act as the Flock Safety Automated License Plate Reader System Administrator. Alderman Rather moved to support the nomination appointing Alderman Glen Stafford as administrator. Alderman Schmitz seconded the motion. The motion carried by a vote of 3-0.

ii. **Discuss and consider approving new agreement with DHIA to include additional cameras at West Trail and East Trail (budgeted item) as well as current cameras at Vista View Trail and High Plains Trail.** Alderman Schmitz made a motion to approve the agreement with the Double Horn Improvement Association for the installation and maintenance of Flock Safety Cameras on DHIA-owned property located at West Trail (Gate 1), High Plains Trail (Gate 2), East Trail (Gate 3), and Vista View Trail (Gate 4) as presented. The motion was seconded by Alderman Stafford and carried by a vote of 3-0.


F. Discuss and consider action on projects recommended by the Water Conservation Partnership Committee, a joint committee 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.

i. **Discuss and consider action to communicate the WaterSmart Rebate & Education Program.** The Council discussed providing educational information and rebate program applications at the January 25 Double Horn Creek Water Supply Corporation and the Double Horn Improvement Association annual meeting on January 25, 2025.

G. Discuss and consider action to recruit a City Treasurer. Mayor Sereno stated that the City is still working on recruiting a City Treasurer.

H. Distribute Monthly Office Hours Sign-Up Sheet & DHIA/DHCWSC Meeting Sign-Up Sheet – Confirm assignments. City Secretary Christina McDonald confirmed office coverage for January.

- I. **Discuss and consider other matters for inclusion on the agenda for the next regular meeting of the City Council.** It was noted that the next regular meeting is February 13, 2025.
8. **Adjournment.** There being no further business to discuss, Alderman Rathe moved to adjourn. The motion was seconded by Alderman Schmitz. The meeting was adjourned at 7:49 pm.



Cathy Sereno, Mayor

ATTEST:



Christina McDonald, City Secretary