



**NOTICE OF MEETING
GOVERNING BODY OF DOUBLE HORN, TEXAS
103 Vista View Trail, Suite 100**

October 9, 2025 – 7:00 p.m.

Notice is hereby given that on the 9th day of October 2025 the Double Horn City Council will meet at 7:00 p.m. in the City Hall Meeting Room located at 103 Vista View Trail, Suite 100, Double Horn, Texas, at which time the following subjects will be discussed:

- 1. Call Meeting to Order**
- 2. Roll Call to Confirm Quorum**
- 3. Invocation**
- 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. Updates, Presentations, Proclamations and Recognitions**
 - **Emergency Management Team Update.** *Harry Brunner, Emergency Management Coordinator*
 - **Zoning and Ordinance Committee Update.**
 - **Flock Safety Security Cameras Update.** *Alderman Glen Stafford*
- 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.
- 7. Consent Agenda.** The items listed are considered to be routine and non-controversial by the Council and will be approved by one motion. There will be no separate discussion of these items unless an Alderman so requests, in which the item will be removed from the Consent Agenda prior to a motion and vote. The item will be considered in its normal sequence on the Regular Agenda.

(a) Approval of Minutes of the September 11, 2025 Regular Meeting.
- 8. Regular Agenda.** The Council will individually discuss, consider, and possibly take action on any or all of the following items:

- (a) Discussion and Action on Ordinance 2025-ORD053 cancelling the November 4, 2025 General Election and declaring the unopposed candidates for election to the offices of Mayor and two Alderman in the November 4, 2025 General Election elected to office. *Christina McDonald, City Secretary*
- (b) Discussion and Action on Resolution 2025-RES027, considering the appointment of Marty Polluconi to fill the unexpired term of Alderman James Millard. *Christina McDonald, City Secretary*
- (c) Discussion and Action on the appointment/reappointment of a member of Council to serve as the CAPCOG General Assembly Representative for the City of Double Horn.
- (d) Discussion and Possible Action on authorizing a letter of support for the extension of the SH 71 project.
- (e) Treasurer's Report:
 - i. Monthly Financial Reports
- (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. Review WaterSmart Rebate Program Financial Status Report
- (g) Discuss and Consider Action to recruit a City Treasurer.
- (h) Confirm Double Horn Office Coverage. *Christina McDonald, City Secretary*
- (i) Discuss and Consider other matters for inclusion on the agenda for the next regular meeting of the City Council.

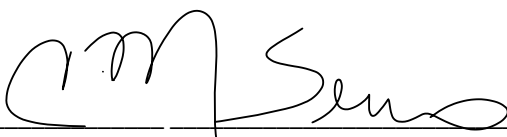
9. Adjournment.

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).

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 48 hours prior to the meeting. Please contact Christina McDonald, City Secretary at (830) 201-4042.

Certificate of Posting

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted at the City Offices located at 103 Vista View Trail, Suite 100, Double Horn, Texas in a place convenient and readily accessible to the general public at all times, and posted at least **three full business days prior to the meeting date**, in compliance with HB 1522 and the Texas Open Meetings Act.


Cathy Sereno, Mayor

STATE OF TEXAS
COUNTY OF BURNET
CITY OF DOUBLE HORN

On September 11, 2025, the City Council convened at 7:00 p.m. 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 7:00 p.m.
2. **Roll Call to Confirm Quorum.** City Secretary Christina McDonald confirmed a quorum, with Mayor Sereno, and Aldermen Kimber, Rathe and Stafford being present. Alderman Schmitz was absent.
3. **Invocation.** Mayor Sereno gave the invocation.
4. **Pledge of Allegiance – U.S. & Texas.** Mayor Sereno led the pledges.
5. **Citizen Comments.** There were no citizen comments.
6. **Updates, Presentations, Proclamations and Recognitions.**
 - **Emergency Management Team Update.** Harry Brunner, Emergency Management Coordinator, provided the update.
 - **Zoning and Ordinance Committee Update.** No update was provided.
 - **Flock Safety Security Cameras Update.** Alderman Glenn Stafford gave the update.
7. **Consent Agenda.**
 - (a) **Approval of the minutes of the August 14, 2025 Regular Meeting.** Alderman Rathe moved to approve the consent agenda. Alderman Stafford seconded the motion. The motion carried by a vote 3-0.
8. **Regular Agenda.**
 - (a) **Discussion and Action on accepting the resignation of Jim Millard as Alderman, Mayor Pro-Tem and Code Enforcement Official.** Mayor Sereno thanked Jim Millard for his service on Council. Alderman Kimber made a motion to accept the resignation of Jim Millard. Alderman Rather seconded the motion. The motion carried by a vote 3-0.
 - (b) **Public Hearing, Discussion and Action on Ordinance 2025-ORD051 adopting a budget and appropriating resources for the City of Double Horn, Texas for the Fiscal Year beginning October 1, 2025 and ending September 30, 2026.** Mayor Sereno opened the public hearing and presented the proposed budget to Council. Mayor Sereno closed the public hearing. Alderman Stafford moved to approve Ordinance 2025-ORD051. City Secretary Christina McDonald called for a roll call vote as follows:

Mayor Sereno	No Vote
Alderman Schmitz	Absent
Alderman Stafford	Yes

Alderman Rathe	Yes
Alderman Kimber	Yes

The ordinance was approved by a vote of 3-0, with Alderman Schmitz absent and not voting.

- (c) Discussion and Action on Ordinance 2025-ORD-052 adopting a Property Tax Rate reflected in the Fiscal Year 2025-2026 Budget of .0652 per \$100 valuation on all taxable property within the corporate limits of the City of Double Horn for Fiscal Year 2025-2026.** Mayor Sereno presented the agenda item, Alderman Stafford moved to approve Ordinance 2025-ORD052. City Secretary Christina McDonald called for a roll call vote as follows:

Mayor Sereno	No Vote
Alderman Schmitz	Absent
Alderman Stafford	Yes
Alderman Rathe	Yes
Alderman Kimber	Yes

The ordinance was approved by a vote of 3-0, with Alderman Schmitz absent and not voting.

- (d) Discuss and Consider Action to develop an ADA Compliance Plan for City assets and update policy/procedures.** Mayor Sereno provided an update to Council regarding training and updating city policies and procedures. No action was taken.
- (e) Treasurer's Report:**
- i. Monthly Financial Reports.** Mayor Sereno reviewed the August financial report to Council. Alderman Stafford made a motion to transfer \$1,261.89 from the Property Tax Account to the Operating Account. Alderman Kimber seconded the motion. The motion 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. Review WaterSmart Rebate Program Financial Status Report.** Mayor Sereno presented the status report to Council.
- (g) Discuss and Consider Action on the sponsorship and funding of an Eagle Scout Project to add house numbers to road ribbons in partnership with the Double Horn Improvement Association.** Mayor Sereno stated the DHIA did not approve funding the project. No action was taken by the Council.
- (h) Discuss and Consider Action to recruit a City Treasurer.** Mayor Sereno stated that monies have been included the FY 2025/2026 budget to fund a part-time Treasurer.
- (i) Confirm Double Horn Office Coverage.** City Secretary Christina McDonald confirmed office coverage for September.

(j) Update on mandated Cyber Security Training. Mayor Sereno confirmed the City has complied with the required training.

(k) 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 scheduled for October 9.

9. Adjournment. There being no further business to discuss, Alderman Rathe moved to adjourn. The motion was seconded by Alderman Stafford and the meeting was adjourned at 7:38 p.m.

Cathy Sereno, Mayor

ATTEST:

Christina McDonald, City Secretary

ORDINANCE NO. 2025-ORD053

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DOUBLE HORN, TEXAS, DECLARING THE UNOPPOSED CANDIDATES FOR ELECTION TO THE OFFICES OF MAYOR AND TWO ALDERMEN IN THE NOVEMBER 4, 2025 GENERAL ELECTION ELECTED TO OFFICE; PROVIDING THAT SUCH CANDIDATES SHALL BE ISSUED A CERTIFICATE OF ELECTION IN THE SAME MANNER AND AT THE SAME TIME AS A CANDIDATE ELECTED AT THE ELECTION, AND THAT SUCH CANDIDATES MUST QUALIFY FOR OFFICE IN THE SAME MANNER AS A CANDIDATE ELECTED AT THE ELECTION; PROVIDING THAT THE NOVEMBER 4, 2025 GENERAL ELECTION SHALL NOT BE HELD; FINDING AND DETERMINING THE MEETING AT WHICH THIS ORDINANCE IS PASSED TO BE OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Double Horn, Texas (the “City”) called a General Election (the “Election”) to be held in the City on November 4, 2025, for the purpose of electing a Mayor and two (2) Aldermen; and

WHEREAS, pursuant to Sections 143.007(c), 146.054(b) and 201.054(a)(1) of the Texas Election Code, the deadlines for filing applications for a place on the ballot and declarations of write-in candidacy for the City’s Election has expired; and

WHEREAS, in accordance with Section 2.052 of the Texas Election Code, the City Secretary (being the authority responsible for having the official ballot prepared) has certified in writing to the City Council that the candidates are unopposed for election to the offices of Alderman and Mayor, as applicable; and

WHEREAS, the City Council has received the said certifications from the City Secretary (true and correct copies of which are attached hereto as Exhibit “A”) and, pursuant to Section 2.053 of the Texas Election Code, the City Council is authorized to declare, by ordinance, each unopposed candidate elected to the office of Alderman or Mayor, as applicable; and

WHEREAS, pursuant to Section 2.051 *et seq.* of the Texas Election Code, the City Council may dispense with the necessity of holding the Election and may declare the results of the election.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DOUBLE HORN, TEXAS:

SECTION 1: That the certifications of the City Secretary relating to the General Election of November 4, 2025 be hereby received and acknowledged by the City Council.

SECTION 2: That it is hereby found and determined that the named individuals herein are the only candidates to have qualified for a place on the ballot of such Election and no one has qualified for a list of write-in candidates pursuant to the requirements of the Election Code. Therefore, the candidates are unopposed for the seats on the Double Horn City Council for which they have filed.

SECTION 3: That the City Election for November 4, 2025 is hereby cancelled pursuant to the authority of Sec. 2.053 of the Texas Election Code, and the City Council does hereby declare that the following unopposed candidates are duly elected to the following places on the Double Horn City Council:

<u>Candidate</u>	<u>Office</u>
Cathy Sereno	Mayor
Bob Schmitz	Alderman
Laura Rathe	Alderman

A certificate of election shall be issued to each of the said candidates following the time the election would have been canvassed had the election been held and in the same manner as a candidate elected at the election had the election been held. Each of the said candidates must qualify for office in the same manner as provided for a candidate elected at the election, following the time the election would have been canvassed had the election been held.

<u>Official</u>	<u>Office</u>	<u>Expiration of Office</u>
Cathy Sereno	Mayor	November 2027
Bob Schmitz	Alderman	November 2027
Laura Rathe	Alderman	November 2027

SECTION 4: The City Secretary is directed to post a copy of the Election Cancellation Notice at each designated polling place on November 4, 2025.

SECTION 5: That it is hereby found and determined that the meeting at which this ordinance was passed was open to the public as required by law, and that public notice of the time, place and purpose of said meeting was given, all as required by Section 551.041, Texas Government Code.

SECTION 6: It is declared to be the intent of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance is declared invalid by the judgment or decree of a court of competent jurisdiction, the invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this Ordinance since the City Council would have enacted them without the invalid portion.

SECTION 7: This Ordinance shall be cumulative of all other ordinances of the City and shall not repeal any of the provisions of those ordinances except in those instances where the provisions of those ordinances are in direct conflict with the provisions of this Ordinance.

SECTION 8: This Ordinance shall take effect upon its final passage and approval by the City Council of the City of Double Horn, Texas.

PASSED AND APPROVED on October 9, 2025.

CITY OF DOUBLE HORN

Cathy Sereno, Mayor

ATTEST:

APPROVED ONLY AS TO FORM:

Christina McDonald, City Secretary

Josh Brockman-Weber, City Attorney

Exhibit “A”
CERTIFICATION OF UNOPPOSED CANDIDATES
CERTIFICACIÓN DE CANDIDATOS ÚNICOS

To: Cathy Sereno, Mayor
Al: Cathy Sereno, Alcalde

As the authority responsible for having the official ballot prepared, I hereby certify that the following candidates are unopposed for election to office for the general election scheduled to be held on November 4, 2025.

Como autoridad a cargo de la preparación de la boleta de votación oficial, por la presente certifico que los siguientes candidatos únicos para elección para un cargo en la elección que se llevará a cabo el 4 de noviembre, 2025.

<u>Office(s), Cargo(s)</u>		<u>Candidate(s), Candidato(s)</u>
Mayor/ <i>Alcalde</i>	-	Cathy Sereno
Alderman/ <i>Concejal</i>	—	Bob Schmitz
Alderman/ <i>Concejal</i>	—	Laura Rathe

Christina McDonald, City Secretary

October 9, 2025

Date

CITY OF DOUBLE HORN, TEXAS

RESOLUTION NO. 2025-RES027

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DOUBLE HORN, TEXAS FILLING A VACANCY ON THE CITY COUNCIL FOR THE UNEXPIRED TERM OF OFFICE FOR ALDERMAN BY APPOINTMENT.

WHEREAS, the City of Double Horn', Texas ("City") is a General Law, Type B municipality with an aldermanic form of government pursuant to Chapter 22 of the Local Government Code; and

WHEREAS, there is a single vacancy on the City Council due to the resignation of James Millard; and

WHEREAS, Chapter 22 of the Local Government Code provides if for any reason a single vacancy exists on the governing body of the municipality, a majority of the remaining members, excluding the mayor, may fill the vacancy by appointment unless an election to fill the vacancy is required by Article XI, Section 11, of the Texas Constitution; and

WHEREAS, it has been determined an election to fill the vacancy is not required by Article XI, Section 11, of the Texas Constitution and the City Council desires to fill the vacancy by appointment until the next regular election;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DOUBLE HORN, TEXAS:

SECTION 1. FINDINGS OF FACT. The above recitals are hereby found to be true and correct legislative and factual findings of the City Council of the City and are hereby approved and incorporated into the body of this Resolution as if copied in their entirety.

SECTION 2. APPOINTMENT OF ALDERMAN. The City Council appoints Marty Polluconi to fill the vacant office of Alderman James Millard for the unexpired term until the next regular municipal election pursuant to Local Government Code Section 22.010(b),

SECTION 3. EFFECTIVE DATE. This Resolution shall take effect immediately from and after the passage and approval of this Resolution.

PASSED AND APPROVED on this 9th day of October, 2025.

CITY OF DOUBLE HORN, TEXAS

Cathy Sereno, Mayor

ATTEST:

Christina McDonald, City Secretary