



NOTICE OF MEETING
GOVERNING BODY OF DOUBLE HORN, TEXAS
103 Vista View Trail, Suite 100
May 14, 2026 – 7:00 p.m.

Notice is hereby given that on the 14th day of May 2026 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 is Present**
3. **Invocation**
4. **Pledges – U.S. & Texas Flags** (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*
 - **Update on Firewise Program**
 - **Zoning and Ordinance Committee Update.**
 - **Flock Safety Security Cameras Update.** *Alderman Glen Stafford*
6. **Citizen Comments.** This is an opportunity for citizens to address the City Council regarding issues of community interest that are not on the agenda. Any deliberation on an issue raised during Citizen Comments is limited to: (1) a statement of factual information regarding the item, (2) a statement regarding City policy on the item, or (3) a proposal to place the item on a future agenda. Each citizen will be allowed **three minutes** to speak and must sign up before the meeting begins, indicating the subject they wish to address.
7. **Consent Agenda.** The items listed on the Consent Agenda are considered routine and non-controversial by the City Council and will be approved by a single motion. There will be no separate discussion of these items unless an Alderman requests it, in which case the item will be removed from the Consent Agenda prior to the motion and vote. The removed item will then be considered in its normal sequence on the Regular Agenda.
 - (a) **Approval of the Minutes of the April 9, 2026 regular meeting.**
8. **Regular Agenda.** The City Council may individually discuss, consider, and take action on any or all of the following items:
 - (a) **Treasurer’s Report**
 - i. **Review of Monthly Financial Report.**

- ii. Discussion and Possible Action on transferring funds from the Property Tax Account to the Operating Account.
- (b) Discussion and Possible Action on projects recommended by the Water Conservation Partnership Committee, a joint committee of 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 of WaterSmart Rebate Program Financial Status Report
 - ii. Update, Discussion and Possible Action to authorize the Mayor to contact the DHCWSC concerning the City's participation in funding a Communications Manager for the Water Well Project.
- (c) Discussion and Possible Action regarding the City's participation in the Double Horn Improvement Association Street Improvement Program.
- (d) Discussion and Possible Action regarding the City of Double Horn's ADA Policy & Compliance Process Review.
- (e) Discussion and Possible Action regarding strategies to encourage resident enrollment in the TextMagic texting platform for City messaging.
- (f) Discussion and Possible Action to remove James Millard and add Robert Schmitz as an authorized signer on the following First United Bank accounts: Operating Account (2038), Reserve Account (5404), and Tax Income Account (9060)
- (g) Discussion and Possible Action regarding the appointment of Laura Rathe as volunteer Treasurer.
- (h) Discussion and Possible Action regarding the appointment of a Zoning and Ordinance Committee Chair.
- (i) Discussion and Possible Action regarding the appointment of a Code Enforcement Official.
- (j) Confirm Double Horn Office Coverage. *Christina McDonald, City Secretary*

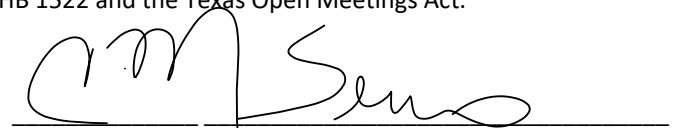
9. Announcements and Future Agenda Items.

10. 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).

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

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.

STATE OF TEXAS
COUNTY OF BURNET
CITY OF DOUBLE HORN

On April 9, 2026, 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, have 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 is Present.** City Secretary Christina McDonald confirmed a quorum, with Mayor Sereno, Mayor Pro-Tem Schmitz and Aldermen Rathe, Polluconi and Kimber being present.
3. **Invocation.** Alderman Rathe gave the invocation.
4. **Pledges – U.S. & Texas. Mayor Sereno led the pledges.** Mayor Sereno led the pledges.
5. **Updates, Presentations, Proclamations and Recognitions.**
 - **Emergency Management Team and Firewise Program updates.** Harry Brunner, Emergency Management Coordinator, provided the updates.
 - **Zoning and Ordinance Committee Update.** No update was given.
 - **Flock Safety Security Cameras Update.** No update was provided.
6. **Citizen Comments.** There were no citizen comments.
7. **Consent Agenda.**
 - (a) **Approval of the Minutes of the March 12, 2026 regular meeting.** Mayor Pro-Tem Schmitz moved to approve the consent agenda. Alderman Rathe seconded the motion. The motion carried by a vote of 5-0.
8. **Regular Agenda.**
 - (a) **Treasurer's Report**
 - i. **Review of Monthly Financial Report.** Mayor Sereno reviewed the arch financials with the Council.
 - ii. **Discussion and Possible Action on transferring funds from the Property Tax Account to the Operating Account.** Mayor Pro-Tem Schmitz moved to transfer \$143.98 from the property tax account to the operating account. Alderman Rathe seconded the motion. The motion carried by a vote of 5-0.
 - (b) **Discussion and Possible Action on projects recommended by the Water Conservation Partnership Committee, a joint committee of 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 of WaterSmart Rebate Program Financial Status Report.** No report was provided as there were no rebates in March.
 - ii. Update, Discussion and Possible Action to authorize the Mayor to contact the DHCWSC concerning the City's participation in funding a Communications Manager for the Water Well Project.** No action was taken.
- (c) Discussion and Possible Action regarding the City's participation in the Double Horn Improvement Association Street Improvement Program.** Mayor Sereno provided an update and stated that the City Attorney is researching whether the City may participate. No action was taken.
- (d) City in Review (2019–2026): Projects, Improvements, and Key Actions.** Mayor Sereno reviewed the projects, improvements and key actions with the Council.
- (e) Discussion and Possible Action regarding the use of the Text Magic texting platform for City messaging.** Council reviewed the use of the Text Magic texting platform and discussed methods to encourage resident enrollment.

Alderman Kimber left the meeting at 7:50 p.m.

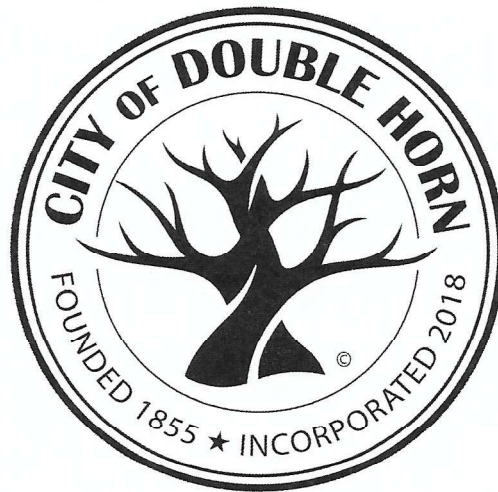
- (f) Discussion and Possible Action regarding the appointment of a Zoning and Ordinance Committee Chair.** No action was taken.
 - (g) Discussion and Possible Action regarding the appointment of a Code Enforcement Official.** No action was taken.
 - (h) Discussion and Possible Action to recruit a City Treasurer.** No action was taken.
 - (i) Confirm Double Horn Office Coverage.** Christina McDonald, City Secretary, confirmed office coverage for April.
- 9. Announcements and Future Agenda Items.** Staff noted the next regular meeting is scheduled for May 14, 2026.
- 10. Adjournment.** There being no further business to discuss, Alderman Rathe moved to adjourn. Alderman Polluconi seconded the motion. The meeting was adjourned at 8:04 p.m.

Cathy Sereno, Mayor

ATTEST:

Christina McDonald, City Secretary

APRIL
FINANCIAL AGENDA PACKET
CITY OF DOUBLE HORN
REGULAR MEETING of CITY COUNCIL
5/14/2026



Statement of Financial Position

City of Double Horn

As of Apr 30, 2026

	TOTAL
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Assets	
Current Assets	
Bank Accounts	
1000 Operating	82,562.27
1005 Property Tax	2,683.01
1010 Reserve Account	\$22,516.74
1012 SH71 Safety Fund	10,000.00
Total for 1010 Reserve Account	\$32,516.74
Total for Bank Accounts	\$117,762.02
Total for Current Assets	\$117,762.02
Total for Assets	\$117,762.02
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Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts payable	11,892.13
Total for Accounts Payable	\$11,892.13
Credit Cards	
2302 Costco CitiBank Credit Card	382.41
Total for Credit Cards	\$382.41
Other Current Liabilities	
2171 Accrued Expenses	99.00
Total for Other Current Liabilities	\$99.00
Total for Current Liabilities	\$12,373.54
Total for Liabilities	\$12,373.54
Equity	
3000 Retained Earnings	59,700.38
Net Income	45,688.10
Total for Equity	\$105,388.48
Total for Liabilities and Equity	\$117,762.02
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City of Double Horn

Budget vs. Actuals: City of Double Horn 25-26 - FY26 P&L

April 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4000 Ad Valorem Taxes	2,683.01	7,625.83	-4,942.82	35.18 %
4002 Permits and Fees		0.00	0.00	
4006 Interest	7.52		7.52	
Total Income	\$2,690.53	\$7,625.83	\$-4,935.30	35.28 %
GROSS PROFIT	\$2,690.53	\$7,625.83	\$-4,935.30	35.28 %
Expenses				
6000 Salaries & Wages	700.29	1,295.54	-595.25	54.05 %
6010 Taxes - payroll	53.58	101.40	-47.82	52.84 %
6020 Workmen's Comp Insurance		0.00	0.00	
6100 Computer Equipment		0.00	0.00	
6110 Office Equipment		33.33	-33.33	
6130 Office Supplies	61.20	83.33	-22.13	73.44 %
6140 Software	99.00	166.67	-67.67	59.40 %
6205 Cleaning Service	75.00	150.00	-75.00	50.00 %
6220 Email Maintenance	191.62	0.00	191.62	
6225 Emergency Mgt. Team		58.33	-58.33	
6230 Website Maintenance		28.67	-28.67	
6240 Rent or Lease of Buildings	1,850.00	1,850.00	0.00	100.00 %
6245 Security Cameras		0.00	0.00	
6250 Internet/Phone	155.55	155.00	0.55	100.35 %
6260 Insurance - TML		0.00	0.00	
6270 Utilities	64.28	75.00	-10.72	85.71 %
6280 Legal & Professional Fees		750.00	-750.00	
6290 Consulting Services		250.00	-250.00	
6300 Accounting	540.00	573.33	-33.33	94.19 %
6400 Membership Fees		83.33	-83.33	
6410 Legal Posting		50.00	-50.00	
6411 Advertising/Promotional		41.67	-41.67	
6430 Tax Collection Fees		0.00	0.00	
6440 Municipal Court Costs		83.33	-83.33	
6450 Code Enforcement		83.33	-83.33	
6460 Election Fees		6.25	-6.25	
6500 Training and Travel		41.67	-41.67	
6610 City Improvement Projects		1,676.55	-1,676.55	
6620 Water Smart Rebate		625.00	-625.00	
Total Expenses	\$3,790.52	\$8,261.73	\$-4,471.21	45.88 %
NET OPERATING INCOME	\$-1,099.99	\$-635.90	\$-464.09	172.98 %
NET INCOME	\$-1,099.99	\$-635.90	\$-464.09	172.98 %

City of Double Horn

Budget vs. Actuals: City of Double Horn 25-26 - FY26 P&L

October 2025 - September 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4000 Ad Valorem Taxes	87,893.11	91,510.00	-3,616.89	96.05 %
4002 Permits and Fees	1,000.00	1,000.00	0.00	100.00 %
4006 Interest	7.52		7.52	
Total Income	\$88,900.63	\$92,510.00	\$ -3,609.37	96.10 %
GROSS PROFIT	\$88,900.63	\$92,510.00	\$ -3,609.37	96.10 %
Expenses				
6000 Salaries & Wages	6,315.06	15,546.48	-9,231.42	40.62 %
6010 Taxes - payroll	483.11	1,216.80	-733.69	39.70 %
6020 Workmen's Comp Insurance	1,075.00	1,075.00	0.00	100.00 %
6100 Computer Equipment		1,650.00	-1,650.00	
6110 Office Equipment	55.00	400.00	-345.00	13.75 %
6130 Office Supplies	632.72	1,000.00	-367.28	63.27 %
6140 Software	887.72	2,000.00	-1,112.28	44.39 %
6205 Cleaning Service	1,050.00	1,800.00	-750.00	58.33 %
6220 Email Maintenance	1,187.86	1,340.00	-152.14	88.65 %
6225 Emergency Mgt. Team		700.00	-700.00	
6230 Website Maintenance	339.47	344.00	-4.53	98.68 %
6240 Rent or Lease of Buildings	12,950.00	22,200.00	-9,250.00	58.33 %
6245 Security Cameras		12,000.00	-12,000.00	
6250 Internet/Phone	1,066.23	1,860.00	-793.77	57.32 %
6260 Insurance - TML	5,850.66	5,892.00	-41.34	99.30 %
6270 Utilities	462.37	900.00	-437.63	51.37 %
6280 Legal & Professional Fees	33.00	9,000.00	-8,967.00	0.37 %
6290 Consulting Services		3,000.00	-3,000.00	
6300 Accounting	3,490.00	6,880.00	-3,390.00	50.73 %
6400 Membership Fees	863.00	1,000.00	-137.00	86.30 %
6410 Legal Posting	259.00	600.00	-341.00	43.17 %
6411 Advertising/Promotional	55.00	500.00	-445.00	11.00 %
6430 Tax Collection Fees	723.68	1,447.30	-723.62	50.00 %
6440 Municipal Court Costs		1,000.00	-1,000.00	
6450 Code Enforcement		1,000.00	-1,000.00	
6460 Election Fees		75.00	-75.00	
6500 Training and Travel		500.00	-500.00	
6610 City Improvement Projects	5,387.50	20,118.63	-14,731.13	26.78 %
6620 Water Smart Rebate	450.00	7,500.00	-7,050.00	6.00 %
Total Expenses	\$43,616.38	\$122,545.21	\$ -78,928.83	35.59 %
NET OPERATING INCOME	\$45,284.25	\$ -30,035.21	\$75,319.46	-150.77 %
NET INCOME	\$45,284.25	\$ -30,035.21	\$75,319.46	-150.77 %

City of Double Horn Legal Expense & Payment Detail FY2025-2026

4/30/2026

MESSER, FORT, McDONALD (start-up legal w/ payment plan)**

Invoice #	Date	Invoice Amount	Payment Recipient	Payment Amount	Balance	Check #	Paid from Account
	12/19/2024		Messer Fort	\$ (500.00)	\$ 19,892.13	2430	Operating Account
	1/16/2025		Messer Fort	\$ (500.00)	\$ 19,392.13	2435	Operating Account
	2/11/2025		Messer Fort	\$ (500.00)	\$ 18,892.13	2441	Operating Account
	3/31/2025		Messer Fort	\$ (500.00)	\$ 18,392.13	2451	Operating Account
	4/8/2025		Messer Fort	\$ (500.00)	\$ 17,892.13	2456	Operating Account
	5/27/2025		Messer Fort	\$ (500.00)	\$ 17,392.13	2467	Operating Account
	6/30/2025		Messer Fort	\$ (500.00)	\$ 16,892.13	2477	Operating Account
	7/9/2025		Messer Fort	\$ (500.00)	\$ 16,392.13	2480	Operating Account
	7/29/2025		Messer Fort	\$ (500.00)	\$ 15,892.13	2484	Operating Account
	9/18/2025		Messer Fort	\$ (500.00)	\$ 15,392.13	2499	Operating Account
	10/21/2025		Messer Fort	\$ (500.00)	\$ 14,892.13	2507	Operating Account
	11/25/2025		Messer Fort	\$ (500.00)	\$ 14,392.13	7512	Operating Account
	12/31/2025		Messer Fort	\$ (500.00)	\$ 13,892.13	2517	Operating Account
	1/15/2026		Messer Fort	\$ (500.00)	\$ 13,392.13	2524	Operating Account
	2/26/2026		Messer Fort	\$ (500.00)	\$ 12,892.13	2530	Operating Account
	3/31/2026		Messer Fort	\$ (500.00)	\$ 12,392.13	2537	Operating Account
	4/29/2026		Messer Fort	\$ (500.00)	\$ 11,892.13	2541	Operating Account
		\$ 125,439.18		\$ (113,547.05)		Remaining Balance	\$ 11,892.13

MESSER, FORT, McDONALD (new legal expenses)

Invoice #	Date	Invoice Amount	Payment Recipient	Payment Amount	Balance	Check #	Paid from Account
24340	9/23/2024	\$ 414.00	Messer Fort		\$ 414.00		
	10/1/2024			\$ (414.00)	\$ -	2412	Operating Account
24742	10/18/2024	\$ 426.00	Messer Fort		\$ 426.00		
	11/1/2024			\$ (426.00)	\$ -	2418	Operating Account
75007	12/16/2024	\$ 120.00	Messer Fort		\$ 120.00		
	12/19/2024			\$ (120.00)	\$ -	2429	Operating Account
25245	1/14/2025	\$ 39.00	Messer Fort		\$ 39.00		
	1/16/2025			\$ (39.00)	\$ -	2434	Operating Account
25415	2/6/2025	\$ 51.00	Messer Fort		\$ 51.00		
	2/11/2025			\$ (51.00)	\$ -	2440	Operating Account
26177	4/8/2025	\$ 217.50	Messer Fort		\$ 217.50		
	4/8/2025			\$ (217.50)	\$ -	2455	Operating Account
27082	7/7/2025	\$ 31.50	Messer Fort		\$ 31.50		
	7/9/2025			\$ (31.50)	\$ -	2479	Operating Account
27178	7/17/2025	\$ 49.50	Messer Fort		\$ 49.50		
	7/29/2025			\$ (49.50)	\$ -	2483	Operating Account
27466	8/12/2025	\$ 70.50	Messer Fort		\$ 70.50		
	8/28/2025			\$ (70.50)	\$ -	2491	Operating Account
27868	9/12/2025	\$ 424.50	Messer Fort		\$ 424.50		
	9/18/2025			\$ (424.50)	\$ -	2498	Operating Account
28029	9/15/2025	\$ 408.00	Messer Fort		\$ 408.00		
	9/18/2025			\$ (408.00)	\$ -	2497	Operating Account
28496	10/20/2025	\$ 15.00	Messer Fort		\$ 15.00		
	10/21/2025			\$ (15.00)	\$ -	2506	Operating Account
28765	1/8/2026	\$ 12.00	Messer Fort		\$ 12.00		
	1/15/2026			\$ (12.00)	\$ -	2523	Operating Account
29321	2/23/2026	\$ 6.00	Messer Fort		\$ 6.00		
	2/26/2026			\$ (6.00)	\$ -	2529	Operating Account
		\$ 2,284.50		\$ (2,284.50)		Remaining Balance	\$ -

ALL LEGAL EXPENSES

Total Legal Fees	\$ 127,723.68	Total Payments	\$ (115,831.55)	Remaining Balance	\$ 11,892.13
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** NOTE 1: See prior reports for additional start-up legal & litigation detail prior to December 2024**
 NOTE 2: No Invoice received in March 2025, May 2025, June 2025, November 2025, December 2025, March 2026, April 2026
 NOTE 3: 7/29/25 Litigation payment for August 2025