



**NOTICE OF MEETING
GOVERNING BODY OF DOUBLE HORN, TEXAS
103 Vista View Trail, Suite 100
August 13, 2026 – 7:00 p.m.**

Notice is hereby given that on the 13th day of August 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*
 - **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 July 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. Discussion and Possible Action on amendments to the WaterSmart Rebate Program
- (c) Discussion and Possible Action regarding the City of Double Horn's ADA Policy & Compliance Process Review.
- (d) Discussion and Possible Action regarding strategies to encourage resident enrollment in the TextMagic texting platform for City messaging.
- (e) Discussion and Possible Action to authorize the Mayor to enter into a Letter of Engagement with Josh Brockman-Weber for legal services.
- (f) Discussion regarding an opportunity for a resident of the City of Double Horn to serve on the Emergency Services District No. 9 (ESD No. 9) Board.
- (g) Discussion and Possible Action regarding funding for a right lane at Highway 71 and West Trail.
- (h) Discussion and Possible Action on the approval of a Contract between the City of Double Horn and the Elections Administrator of Burnet County for Election Services.
- (i) Discussion and Possible Action on the approval of a Joint Election Agreement between the City of Double Horn and the Burnet County Local Political Subdivisions for election services for the period of August 2026 through July 2027.
- (j) Discussion and Possible Action on the approval of Ordinance 2026-ORD054 ordering the November 3, 2026 General Election for the purpose of electing three Aldermen, providing for a joint election with Burnet County, establishing early voting locations and polling places, ordering Notice of Election to be given as prescribed by law and making provisions for the conduct of the election.
- (k) Discussion and Possible Action on the FY 2026/2027 proposed budget.
- (l) Discussion and Possible Action regarding the appointment of a Zoning and Ordinance Committee Chair.
- (m) Discussion and Possible Action regarding the appointment of a Code Enforcement Official.
- (n) Confirm Double Horn Office Coverage. *Christina McDonald, City Secretary*

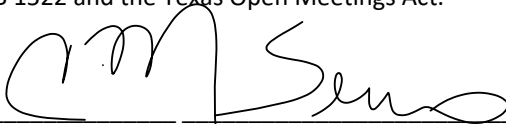
9. Announcements and Future Agenda Items.

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 July 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 Pro-Tem Schmitz 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 Pro-Tem Schmitz and Aldermen Polluconi, Rathe, and Kimber being present.
3. **Invocation.** Alderman Rathe gave the invocation.
4. **Pledges – U.S. & Texas. Mayor Sereno led the pledges.** Mayor Pro-Tem Schmitz led the pledges.
5. **Updates, Presentations, Proclamations and Recognitions.**
 - **Emergency Management Team Update.** Harry Brunner, Emergency Management Coordinator provided the update.
 - **Zoning and Ordinance Committee Update.** There was no update.
 - **Flock Safety Security Cameras Update.** Mayor Pro-Tem Schmitz reviewed the report with Council.
6. **Citizen Comments.** Harry Brunner requested that the City consider partnering with the Double Horn Creek Improvement Association in support of the Firewise Program. Sig Puchacz, President of the Double Horn Creek Improvement Association, requested that the City Council consider live-streaming Council meetings to increase community participation.
7. **Consent Agenda.**
 - (a) **Approval of the minutes of the June 11, 2026 regular meeting.** Alderman Kimber moved to approve the consent agenda. Alderman Polluconi seconded the motion. The motion carried by a vote of 4-0.
8. **Regular Agenda.**
 - (a) **Treasurer's Report**
 - i. **Review of Monthly Financial Report.** Mayor Pro-Tem Schmitz reviewed the monthly financials with Council.
 - ii. **Discussion and Possible Action on transferring funds from the Property Tax Account to the Operating Account.** Alderman Rathe moved to transfer \$1,056.53 from the Property Tax Account to the Operating Account. The motion was seconded by Alderman Kimber and carried by a unanimous vote (4-0).

(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. Mayor Pro-Tem Schmitz reviewed the report with Council.

ii. Discussion and Possible Action on amendments to the WaterSmart Rebate Program. Discussion regarding drip irrigation and mulch as acceptable rebate items was discussed. No action was taken.

(c) Discussion and Possible Action regarding the City of Double Horn's ADA Policy & Compliance Process Review. Mayor Pro-Tem Schmitz reminded the public and Council that the City is developing its ADA policies and programs and welcomed input from both the public and Council throughout the process.

(d) Discussion and Possible Action regarding strategies to encourage resident enrollment in the TextMagic texting platform for City messaging. No action was taken.

(e) Discussion and Possible Action on the FY 2026/2027 proposed budget. Mayor Pro-Tem Schmitz led the budget discussion. Items considered included the installation of an additional Flock camera at Vista View, with an estimated cost of \$3,000; additional of an IT services budget line item; funding for carpet cleaning of City offices; the Firewise Rebate Program; and the potential addition of a water storage tank for firefighting purposes.

(f) Review of November 3, 2026 General Election dates and deadlines. City Secretary Christina McDonald reviewed November 3 election dates and deadlines with the Council.

(g) Discussion and Possible Action regarding the appointment of a Zoning and Ordinance Committee Chair. No action was taken.

(h) Discussion and Possible Action regarding the appointment of a Code Enforcement Official. No action was taken.

(i) Confirm Double Horn Office Coverage. Christina McDonald, City Secretary confirmed office coverage for July.

9. Announcements and Future Agenda Items. It was noted the next regular meeting is scheduled for August 13.

10. Adjournment. There being no further business to discuss, Alderman Rathe made a motion to adjourn. Alderman Polluconi seconded the motion. The meeting was adjourned at 8:02 p.m.

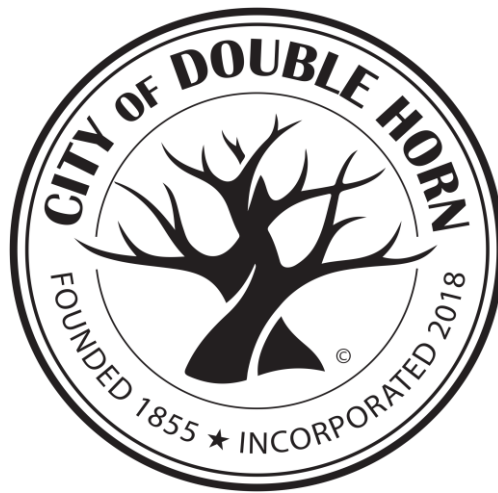
Cathy Sereno, Mayor

ATTEST:

Christina McDonald, City Secretary

DRAFT

JULY
FINANCIAL AGENDA PACKET
CITY OF DOUBLE HORN
REGULAR MEETING of CITY COUNCIL
8/13/2026



City of Double Horn

Statement of Financial Position

As of Jul 31, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
1000 Operating	59,935.82
1005 Property Tax	157.63
1010 Reserve Account	\$22,697.38
1012 SH71 Safety Fund	10,000.00
Total for 1010 Reserve Account	\$32,697.38
Total for Bank Accounts	\$92,790.83
Other Current Assets	
QuickBooks Tax Holding Account	61.24
Total for Other Current Assets	\$61.24
Total for Current Assets	\$92,852.07
Total for Assets	\$92,852.07
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts payable	10,392.13
Total for Accounts Payable	\$10,392.13
Credit Cards	
2301 TCM Bank Visa Credit Card	-41.00
2302 Costco CitiBank Credit Card	317.89
Total for Credit Cards	\$276.89
Other Current Liabilities	
2160 Payroll Tax Payable	\$0.00
2161 FICA Taxes Payable	61.24
Total for 2160 Payroll Tax Payable	\$61.24
2171 Accrued Expenses	99.00
Total for Other Current Liabilities	\$160.24
Total for Current Liabilities	\$10,829.26
Total for Liabilities	\$10,829.26
Equity	
3000 Retained Earnings	59,700.38
Net Revenue	22,322.43
Total for Equity	\$82,022.81
Total for Liabilities and Equity	\$92,852.07

City of Double Horn

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

July 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4000 Ad Valorem Taxes	157.63	7,625.83	-7,468.20	2.07 %
4002 Permits and Fees		0.00	0.00	
4006 Interest	103.81		103.81	
Total Income	\$261.44	\$7,625.83	\$ -7,364.39	3.43 %
GROSS PROFIT	\$261.44	\$7,625.83	\$ -7,364.39	3.43 %
Expenses				
6000 Salaries & Wages	1,325.53	1,295.54	29.99	102.31 %
6010 Taxes - payroll	101.40	101.40	0.00	100.00 %
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	162.38	83.33	79.05	194.86 %
6140 Software	99.00	166.67	-67.67	59.40 %
6205 Cleaning Service	150.00	150.00	0.00	100.00 %
6220 Email Maintenance		0.00	0.00	
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	12,000.00	0.00	12,000.00	
6250 Internet/Phone	155.51	155.00	0.51	100.33 %
6260 Insurance - TML		0.00	0.00	
6270 Utilities	61.34	75.00	-13.66	81.79 %
6280 Legal & Professional Fees	133.50	750.00	-616.50	17.80 %
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	361.84	0.00	361.84	
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	\$16,940.50	\$8,261.73	\$8,678.77	205.05 %
NET OPERATING INCOME	\$ -16,679.06	\$ -635.90	\$ -16,043.16	2,622.91 %
NET INCOME	\$ -16,679.06	\$ -635.90	\$ -16,043.16	2,622.91 %

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	90,222.88	91,510.00	-1,287.12	98.59 %
4002 Permits and Fees	1,000.00	1,000.00	0.00	100.00 %
4006 Interest	208.99		208.99	
Total Income	\$91,431.87	\$92,510.00	\$ -1,078.13	98.83 %
GROSS PROFIT	\$91,431.87	\$92,510.00	\$ -1,078.13	98.83 %
Expenses				
6000 Salaries & Wages	8,753.54	15,546.48	-6,792.94	56.31 %
6010 Taxes - payroll	669.65	1,216.80	-547.15	55.03 %
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	828.66	1,000.00	-171.34	82.87 %
6140 Software	1,566.73	2,000.00	-433.27	78.34 %
6205 Cleaning Service	1,500.00	1,800.00	-300.00	83.33 %
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	18,500.00	22,200.00	-3,700.00	83.33 %
6245 Security Cameras	12,000.00	12,000.00	0.00	100.00 %
6250 Internet/Phone	1,532.76	1,860.00	-327.24	82.41 %
6260 Insurance - TML	5,850.66	5,892.00	-41.34	99.30 %
6270 Utilities	646.59	900.00	-253.41	71.84 %
6280 Legal & Professional Fees	283.50	9,000.00	-8,716.50	3.15 %
6290 Consulting Services		3,000.00	-3,000.00	
6300 Accounting	5,650.00	6,880.00	-1,230.00	82.12 %
6400 Membership Fees	1,033.00	1,000.00	33.00	103.30 %
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	1,085.52	1,447.30	-361.78	75.00 %
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	
6465 Bank fees	0.00		0.00	
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	850.00	7,500.00	-6,650.00	11.33 %
Total Expenses	\$69,109.44	\$122,545.21	\$ -53,435.77	56.40 %
NET OPERATING INCOME	\$22,322.43	\$ -30,035.21	\$52,357.64	-74.32 %
NET INCOME	\$22,322.43	\$ -30,035.21	\$52,357.64	-74.32 %

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

7/31/2026

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	2512	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
	5/5/2026		Messer Fort	\$ (500.00)	\$ 11,392.13	2544	Operating Account
	6/26/2026		Messer Fort	\$ (500.00)	\$ 10,892.13	2553	Operating Account
	7/10/2026		Messer Fort	\$ (500.00)	\$ 10,392.13	2560	Operating Account
		\$ 125,439.18		\$ (115,047.05)	Remaining Balance		\$ 10,392.13

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
25002	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
30360	5/4/2026	\$ 117.00	Messer Fort		\$ 117.00		
	5/5/2026			\$ (117.00)	\$ -	2543	Operating Account
30884	7/7/2026	\$ 133.50	Messer Fort		\$ 133.50		
	7/10/2026			\$ (133.50)	\$ -	2566	Operating Account
		\$ 2,535.00		\$ (2,535.00)	Remaining Balance		\$ -

ALL LEGAL EXPENSES

Total Legal Fees	\$ 127,974.18	Total Payments	\$ (117,582.05)	Remaining Balance	\$ 10,392.13
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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, June 2026

NOTE 3: 7/29/25 Litigation payment for August 2025