



**NOTICE OF MEETING  
GOVERNING BODY OF DOUBLE HORN, TEXAS  
103 Vista View Trail, Suite 100  
June 11, 2026 – 7:00 p.m.**

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Notice is hereby given that on the 11<sup>th</sup> day of June 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**
    - **Discuss backup contact for Text Magic alerts**
  - **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 May 14, 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 to authorize the Double Horn Improvement Association (DHIA) to place a voting box in the City Offices during June and July 2026 for the purpose of collecting ballots related to the proposed street assessments.**
- (d) Discussion and Possible Action on authorizing the Mayor's participation in the Regional Alliance of Hill Country Cities.**
- (e) Discussion and Possible Action regarding the City's participation in the Double Horn Improvement Association Street Improvement Program.**
- (f) Discussion and Possible Action regarding the City of Double Horn's ADA Policy & Compliance Process Review.**
- (g) Discussion and Possible Action regarding strategies to encourage resident enrollment in the Text Magic texting platform for City messaging.**
- (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*

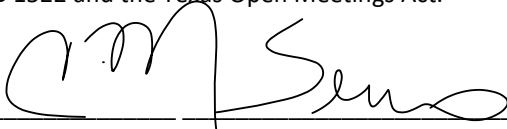
## **9. Announcements and Future Agenda Items.**

## **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.



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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 May 14, 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 Stafford, 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.** Alderman Glen Stafford gave the update.
6. **Citizen Comments.** There were no citizen comments.
7. **Consent Agenda**
  - (a) **Approval of the Minutes of the April 9, 2026 regular meeting.** Alderman Kimber 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 April Financial Report with Council.
    - ii. **Discussion and Possible Action on transferring funds from the Property Tax Account to the Operating Account.** Mayor Pro-Tem Schmitz made a motion to transfer \$2,683.01 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.** There were no rebates in April, therefore no report was provided.
- 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 stated the City is continuing to work with the city attorney to identify ways to participate in the program.

(d) **Discussion and Possible Action regarding the City of Double Horn's ADA Policy & Compliance Process Review.** Mayor Sereno stated the compliance report has been submitted to TxDOT and acceptance of the report is pending approval.

(e) **Discussion and Possible Action regarding strategies to encourage resident enrollment in the TextMagic texting platform for City messaging.** The Council discussed how to encourage resident enrollment in TextMagic.

(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).** Alderman Stafford moved to remove James Millard and add Mayor Pro-Tem Robert Schmitz as an authorized signer on the First United Bank accounts, as stated. Alderman Rathe seconded the motion. The motion carried by a vote of 5-0.

(g) **Discussion and Possible Action regarding the appointment of Laura Rathe as volunteer Treasurer.** Alderman Kimber moved to appoint Laura Rathe as volunteer treasurer effective June 1, 2026. Mayor Pro-Tem Schmitz seconded the motion. The motion carried by a unanimous vote (5-0).

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

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

(j) **Confirm Double Horn Office Coverage.** Christina McDonald, City Secretary, confirmed office coverage for May.

**9. Announcements and Future Agenda Items.** Mayor Sereno noted the next regular meeting is scheduled for June 11.

**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 8:05 p.m.

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Cathy Sereno, Mayor

ATTEST:

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Christina McDonald, City Secretary

DRAFT

**MAY**  
**FINANCIAL AGENDA PACKET**  
**CITY OF DOUBLE HORN**  
**REGULAR MEETING of CITY COUNCIL**  
**6/11/2026**



**City of Double Horn**  
**Statement of Financial Position**  
As of May 31, 2026

	<b>TOTAL</b>
<b>Assets</b>	
Current Assets	
Bank Accounts	
1000 Operating	80,743.48
1005 Property Tax	923.54
1010 Reserve Account	\$22,516.74
1012 SH71 Safety Fund	10,000.00
<b>Total for 1010 Reserve Account</b>	<b>\$32,516.74</b>
<b>Total for Bank Accounts</b>	<b>\$114,183.76</b>
<b>Total for Current Assets</b>	<b>\$114,183.76</b>
<b>Total for Assets</b>	<b>\$114,183.76</b>
<b>Liabilities and Equity</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts payable	11,392.13
<b>Total for Accounts Payable</b>	<b>\$11,392.13</b>
Credit Cards	
2302 Costco CitiBank Credit Card	189.07
<b>Total for Credit Cards</b>	<b>\$189.07</b>
Other Current Liabilities	
2171 Accrued Expenses	99.00
<b>Total for Other Current Liabilities</b>	<b>\$99.00</b>
<b>Total for Current Liabilities</b>	<b>\$11,680.20</b>
<b>Total for Liabilities</b>	<b>\$11,680.20</b>
Equity	
3000 Retained Earnings	59,700.38
Net Revenue	42,803.18
<b>Total for Equity</b>	<b>\$102,503.56</b>
<b>Total for Liabilities and Equity</b>	<b>\$114,183.76</b>

# City of Double Horn

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

May 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
4000 Ad Valorem Taxes	1,115.51	7,625.83	-6,510.32	14.63 %
4002 Permits and Fees		0.00	0.00	
4006 Interest	20.83		20.83	
<b>Total Income</b>	<b>\$1,136.34</b>	<b>\$7,625.83</b>	<b>\$-6,489.49</b>	<b>14.90 %</b>
<b>GROSS PROFIT</b>	<b>\$1,136.34</b>	<b>\$7,625.83</b>	<b>\$-6,489.49</b>	<b>14.90 %</b>
<b>Expenses</b>				
6000 Salaries & Wages	787.82	1,295.54	-507.72	60.81 %
6010 Taxes - payroll	60.26	101.40	-41.14	59.43 %
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	33.56	83.33	-49.77	40.27 %
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		0.00	0.00	
6250 Internet/Phone	155.51	155.00	0.51	100.33 %
6260 Insurance - TML		0.00	0.00	
6270 Utilities	58.11	75.00	-16.89	77.48 %
6280 Legal & Professional Fees	117.00	750.00	-633.00	15.60 %
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	
6465 Bank fees	70.00		70.00	
6500 Training and Travel		41.67	-41.67	
6610 City Improvement Projects		1,676.55	-1,676.55	
6620 Water Smart Rebate	100.00	625.00	-525.00	16.00 %
<b>Total Expenses</b>	<b>\$4,021.26</b>	<b>\$8,261.73</b>	<b>\$-4,240.47</b>	<b>48.67 %</b>
<b>NET OPERATING INCOME</b>	<b>\$-2,884.92</b>	<b>\$-635.90</b>	<b>\$-2,249.02</b>	<b>453.68 %</b>
<b>NET INCOME</b>	<b>\$-2,884.92</b>	<b>\$-635.90</b>	<b>\$-2,249.02</b>	<b>453.68 %</b>

# 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
<b>Income</b>				
4000 Ad Valorem Taxes	89,008.62	91,510.00	-2,501.38	97.27 %
4002 Permits and Fees	1,000.00	1,000.00	0.00	100.00 %
4006 Interest	28.35		28.35	
<b>Total Income</b>	<b>\$90,036.97</b>	<b>\$92,510.00</b>	<b>\$-2,473.03</b>	<b>97.33 %</b>
<b>GROSS PROFIT</b>	<b>\$90,036.97</b>	<b>\$92,510.00</b>	<b>\$-2,473.03</b>	<b>97.33 %</b>
<b>Expenses</b>				
6000 Salaries & Wages	7,102.88	15,546.48	-8,443.60	45.69 %
6010 Taxes - payroll	543.37	1,216.80	-673.43	44.66 %
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	666.28	1,000.00	-333.72	66.63 %
6140 Software	986.72	2,000.00	-1,013.28	49.34 %
6205 Cleaning Service	1,200.00	1,800.00	-600.00	66.67 %
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	14,800.00	22,200.00	-7,400.00	66.67 %
6245 Security Cameras		12,000.00	-12,000.00	
6250 Internet/Phone	1,221.74	1,860.00	-638.26	65.68 %
6260 Insurance - TML	5,850.66	5,892.00	-41.34	99.30 %
6270 Utilities	520.48	900.00	-379.52	57.83 %
6280 Legal & Professional Fees	150.00	9,000.00	-8,850.00	1.67 %
6290 Consulting Services		3,000.00	-3,000.00	
6300 Accounting	4,030.00	6,880.00	-2,850.00	58.58 %
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	
6465 Bank fees	70.00		70.00	
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	550.00	7,500.00	-6,950.00	7.33 %
<b>Total Expenses</b>	<b>\$47,637.64</b>	<b>\$122,545.21</b>	<b>\$-74,907.57</b>	<b>39.67 %</b>
<b>NET OPERATING INCOME</b>	<b>\$42,399.33</b>	<b>\$-30,035.21</b>	<b>\$72,434.54</b>	<b>-141.17 %</b>
<b>NET INCOME</b>	<b>\$42,399.33</b>	<b>\$-30,035.21</b>	<b>\$72,434.54</b>	<b>-141.17 %</b>

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

5/31/2026

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
		\$ 125,439.18		\$ (114,047.05)		Remaining Balance	\$ 11,392.13

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
		\$ 2,284.50		\$ (2,284.50)		Remaining Balance	\$ -

ALL LEGAL EXPENSES

Total Legal Fees	\$ 127,723.68	Total Payments	\$ (116,331.55)	Remaining Balance	\$ 11,392.13
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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

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