



**NOTICE OF MEETING
GOVERNING BODY OF DOUBLE HORN, TEXAS
103 Vista View Trail, Suite 100
March 12, 2026 – 7:00 p.m.**

Notice is hereby given that on the 12th day of March 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 February 12, 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) Update and discussion regarding the Little Library located at the Double Horn Pavilion.

(d) Discussion and Possible Action on assisting the DHIA in the expense of a battery backup for Gate 4.

(e) Discussion and Possible Action regarding the City's participation in the Double Horn Improvement Association Street Improvement Program.

(f) Presentation and Acceptance of the 2025 Internal Audit.

(g) Discussion and Possible Action regarding the appointment of a Zoning and Ordinance Committee Chair.

(h) Discussion and Possible Action regarding the appointment of a Code Enforcement Official.

(i) Discussion and Possible Action to recruit a City Treasurer.

(j) Confirm Double Horn Office Coverage. *Christina McDonald, City Secretary*

9. Announcements and Future Agenda Items.

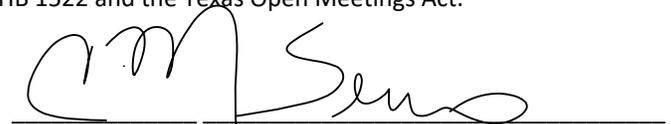
10. Adjournment.

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).

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 February 12, 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, Stafford, Polluconi and Kimber being present.
- 3. Invocation.** Alderman Rathe gave the invocation.
- 4. Pledges – U.S. & Texas.** Mayor Sereno 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.** No update was given.
 - **Flock Safety Security Cameras Update.** Alderman Glen Stafford gave the update.
- 6. Citizen Comments.** Resident Glen Zoerner raised concerns and questioned the true value the City provides to its residents.
- 7. Consent Agenda.**
 - (a) Approval of the Minutes of the January 8, 2026 regular meeting.** Alderman Kimber moved to approve the consent agenda. Mayor Pro-Tem Schmitz seconded the motion. The consent agenda was approved by a unanimous vote (5-0).
- 8. Regular Agenda.**
 - (a) Treasurer’s Report**
 - i. Review of Monthly Financial Report.** Council reviewed the January financial report.
 - ii. Discussion and Possible Action on transferring funds from the Property Tax Account to the Operating Account.** Alderman Rathe moved to transfer \$19,716.97 from the property tax account to the operating account. Alderman Kimber 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. Mayor Sereno reviewed the report with the Council.

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) Update and discussion regarding the Little Library located at the Double Horn Pavilion. Mayor Sereno updated the Council on the children's Little Library project.

(d) Presentation and Discussion of the FY 2025/2026 annual City of Double Horn report. Mayor Sereno provided the report. Distributing the report to the residents and making it available on the city website was discussed.

(e) Discussion and Possible Action on assisting the DHIA in the expense of a battery backup for Gate 4. After some discussion regarding sharing the cost of the battery backup with the DHIA, Mayor Pro-Tem Schmitz made a motion to approve the expenditure of \$2,500 (representing one-half of the cost of the battery backup) to assist the DHIA with the purchase of a battery backup for Gate 4, citing safety concerns. The amount is to be paid from the City Improvement Account. Alderman Rathe seconded the motion, and it passed by a vote of 5-0.

The **Council** later revisited the agenda item and determined that \$2,500 did not represent one-half of the expenditure the DHIA will incur. Alderman Kimber moved to withdraw the previous motion and to reconsider the item at the March Council Meeting. The Council stated they would like a formal written request from the DHIA and a copy of the receipt. Alderman Polluconi seconded the motion, which carried by a unanimous vote (5-0).

(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 the month of February.

9. Announcements and Future Agenda Items. It was noted that the next regular meeting is scheduled for March 12.

10. Adjournment. There being no further business to discuss, Alderman Stafford moved to adjourn. Mayor Pro-Tem Schmitz seconded the motion. The meeting was adjourned at 8:13 pm.

Cathy Sereno, Mayor

ATTEST:

Christina McDonald, City Secretary

DRAFT

FEBRUARY
FINANCIAL AGENDA PACKET
CITY OF DOUBLE HORN
REGULAR MEETING of CITY COUNCIL
3/12/2026



Statement of Financial Position

City of Double Horn

As of February 28, 2026

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
1000 Operating	63,943.29
1005 Property Tax	33,171.64
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	\$129,631.67
Other Current Assets	
QuickBooks Tax Holding Account	66.98
Total for Other Current Assets	\$66.98
Total for Current Assets	\$129,698.65
Total for Assets	\$129,698.65
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts payable	12,892.13
Total for Accounts Payable	\$12,892.13
Credit Cards	
2302 Costco CitiBank Credit Card	586.47
Total for Credit Cards	\$586.47
Other Current Liabilities	
2160 Payroll Tax Payable	\$0.00
2161 FICA Taxes Payable	66.98
Total for 2160 Payroll Tax Payable	\$66.98
2171 Accrued Expenses	198.00
Total for Other Current Liabilities	\$264.98
Total for Current Liabilities	\$13,743.58
Total for Liabilities	\$13,743.58
Equity	
3000 Retained Earnings	59,700.38
Net Income	56,254.69
Total for Equity	\$115,955.07
Total for Liabilities and Equity	\$129,698.65

City of Double Horn

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

February 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4000 Ad Valorem Taxes	33,171.64	7,625.83	25,545.81	434.99 %
4002 Permits and Fees		0.00	0.00	
Total Income	\$33,171.64	\$7,625.83	\$25,545.81	434.99 %
GROSS PROFIT	\$33,171.64	\$7,625.83	\$25,545.81	434.99 %
Expenses				
6000 Salaries & Wages	875.36	1,295.54	-420.18	67.57 %
6010 Taxes - payroll	66.97	101.40	-34.43	66.05 %
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	106.89	83.33	23.56	128.27 %
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	150.58	155.00	-4.42	97.15 %
6260 Insurance - TML		0.00	0.00	
6270 Utilities	55.29	75.00	-19.71	73.72 %
6280 Legal & Professional Fees	6.00	750.00	-744.00	0.80 %
6290 Consulting Services		250.00	-250.00	
6300 Accounting	540.00	573.33	-33.33	94.19 %
6400 Membership Fees	179.00	83.33	95.67	214.81 %
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	\$4,079.09	\$8,261.73	\$ -4,182.64	49.37 %
NET OPERATING INCOME	\$29,092.55	\$ -635.90	\$29,728.45	-4,575.02 %
NET INCOME	\$29,092.55	\$ -635.90	\$29,728.45	-4,575.02 %

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	85,066.12	91,510.00	-6,443.88	92.96 %
4002 Permits and Fees	1,000.00	1,000.00	0.00	100.00 %
Total Income	\$86,066.12	\$92,510.00	\$ -6,443.88	93.03 %
GROSS PROFIT				
	\$86,066.12	\$92,510.00	\$ -6,443.88	93.03 %
Expenses				
6000 Salaries & Wages	4,414.29	15,546.48	-11,132.19	28.39 %
6010 Taxes - payroll	337.70	1,216.80	-879.10	27.75 %
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	571.52	1,000.00	-428.48	57.15 %
6140 Software	689.72	2,000.00	-1,310.28	34.49 %
6205 Cleaning Service	750.00	1,800.00	-1,050.00	41.67 %
6220 Email Maintenance	996.24	1,340.00	-343.76	74.35 %
6225 Emergency Mgt. Team		700.00	-700.00	
6230 Website Maintenance	23.19	344.00	-320.81	6.74 %
6240 Rent or Lease of Buildings	9,250.00	22,200.00	-12,950.00	41.67 %
6245 Security Cameras		12,000.00	-12,000.00	
6250 Internet/Phone	752.90	1,860.00	-1,107.10	40.48 %
6260 Insurance - TML	5,850.66	5,892.00	-41.34	99.30 %
6270 Utilities	323.37	900.00	-576.63	35.93 %
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	2,700.00	6,880.00	-4,180.00	39.24 %
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	361.84	1,447.30	-1,085.46	25.00 %
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		20,118.63	-20,118.63	
6620 Water Smart Rebate	450.00	7,500.00	-7,050.00	6.00 %
Total Expenses	\$29,811.43	\$122,545.21	\$ -92,733.78	24.33 %
NET OPERATING INCOME	\$56,254.69	\$ -30,035.21	\$86,289.90	-187.30 %
NET INCOME	\$56,254.69	\$ -30,035.21	\$86,289.90	-187.30 %

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

2/28/2026

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
		\$ 125,439.18		\$ (112,547.05)		Remaining Balance	
							\$ 12,892.13

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

ALL LEGAL EXPENSES

Total Legal Fees	\$ 127,723.68	Total Payments	\$ (114,831.55)	Remaining Balance	\$ 12,892.13
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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
 NOTE 3: 7/29/25 Litigation payment for August 2025