



# CITY COUNCIL – REGULAR MEETING

Tuesday, October 21, 2025 at 5:00 PM

Council Chambers – 301 South Harrison St. San Augustine, TX 75972

TEL: (936) 275.2121 / FAX: (936) 275.9146

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## AGENDA

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### 1. CALL MEETING TO ORDER

- A. Prayer
- B. Pledge To the Flags
- C. Welcome Guests

### 2. CITIZEN PRESENTATIONS

At this time, any person with business before the Council not scheduled on the agenda may speak to the Council. No formal action can be taken on these items at this meeting. Please limit to three minutes each.

### 3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

- A. 9/16/25 Regular Meeting
- B. 9/23/25 Budget Workshop + Called Meeting

### 4. ADMINISTRATION - DEPARTMENT REPORTS

Activities/Updates/Announcements/Items of Community Interest

- A. Update on Police Department Activity - Chief Jonathan Sowell
- B. Update on Municipal Court Activity - Judge Jeff Cox
- C. Update on Main Street Program - Shelby Curtis
- D. Update on Library Activity – Celeste Rainey
- E. Update from City Manager - Jeaneyse Mosby

### 5. DISCUSSION AND ACTION

- A. Modify Ordinance 316 Regarding Roles of City Manager and Council to Return Hiring of City Secretary to City Manager
- B. Resignation of Auditor
- C. Change Two Accounts to Money Market Accounts

I. PCA Restricted Checking Account

II. CD Investment Funds

D. Pass a Resolution to Nominate a Candidate for the Appraisal District Board of Directors Election 2026-2027

**6. EXECUTIVE SESSION**

A. Pursuant to Texas Government Code §551.074 Personnel Matters; Discussion of Applicants for City Secretary Position

**7. RECONVENE OPEN MEETING FOR DISCUSSION AND ACTION IF ANY ON EXECUTIVE SESSION ITEM #6**

**8. ADJOURN**

*The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code, Section 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) and 551.087 (Economic Development).*

*I, the undersigned authority does hereby certify that the Notice of Meeting was posted on the front door at City Hall of the City of San Augustine, TX, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time:*

\_\_\_\_\_ by \_\_\_\_\_ and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

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**Jeremy Lynch - City Secretary, City of San Augustine, Texas**



## CITY COUNCIL – REGULAR MEETING

Tuesday, September 16, 2025 at 5:00 PM

Council Chambers – 301 South Harrison St. San Augustine, TX 75972

TEL: (936) 275.2121 / FAX: (936) 275.9146

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### MINUTES

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#### 1. CALL MEETING TO ORDER

Meeting called to order at 5:02 PM.

##### PRESENT

Mayor Leroy Hughes  
Alderman Marcus Hafford  
Alderman Pamela Teel (late)  
Alderman Juan Diaz  
Alderman Herman Wilson  
Alderman Dan Fussell  
City Attorney Wade Flasowski  
City Manager Jeaneyse Mosby  
City Secretary Jeremy Lynch

- A. Prayer
- B. Pledge To the Flags
- C. Welcome Guests

#### 2. PUBLIC HEARINGS

- A. Open Public Hearing on FY 2025-2026 Budget

Public Hearing opened at 5:04 PM.

No comments were made.

- B. Close Public Hearing on FY 2025-2026 Budget

Public Hearing closed at 5:05 PM.

- C. Open Public Hearing on No New Revenue Tax Rate for Year 2025 of \$0.357184 per \$100

Public Hearing opened at 5:05 PM.

No comments were made.

- D. Close Public Hearing on No New Revenue Tax Rate for Year 2025 of \$0.357184 per \$100

Public Hearing closed at 5:05 PM.

### **3. ADJOURN PUBLIC HEARINGS AND CONVENE OPEN MEETING**

#### **4. CITIZEN PRESENTATIONS**

At this time, any person with business before the Council not scheduled on the agenda may speak to the Council. No formal action can be taken on these items at this meeting. Please limit to three minutes each.

No presentations were made.

#### **5. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)**

Motion to approve minutes of previous meetings made by Diaz, Seconded by Hafford.  
Voting Yea: Hafford, Diaz, Wilson, Fussell

Motion passed.

- A. 8/19/25 Regular Meeting

#### **6. ADMINISTRATION - DEPARTMENT REPORTS**

Activities/Updates/Announcements/Items of Community Interest

- A. Update on Police Department Activity - Chief Jonathan Sowell

Chief Sowell gave the update on the police department's activity for the month of August, 2025. Activity included: 15 reports filed, 6 felony arrests, 4 misdemeanor arrests, 5 occasions of assisting other agencies, 216 calls for service answered, 1 juvenile case filed, 3 auto accident reports filed, 36 citations written, 188 warnings issued, 3 code enforcement cases opened, and 1 code enforcement case closed.

Chief Sowell also reported that the department has hired a new cadet and gave a quick rundown of her progress.

- B. Update on Municipal Court Activity - Judge Jeff Cox

Judge Cox reported the Municipal Court Activity for month of August, 2025. There were 23 citations received, with fines and court costs collected totaling \$4174.00. \$2130.00 was remitted to state, \$2043.00 was kept by the City.

Judge Cox then reported that a few people have requested trial by judge or jury and are on the schedule. There was also a discussion where the percentages and fees collected by the Municipal Court were explained.

- C. Update on Main Street Program - Shelby Curtis

Shelby Curtis reported that the 9/11 event had a good turnout and went well. The dive team was awarded the responder of the year award. In the next week or two, planning will begin for the Christmas parade.

#### D. Update on Library Activity – Celeste Rainey

Celeste Rainey reported that the homeschool group is back. The library has hosted three book signings of local writers. The Chireno 7th grade class will be coming for a tour next week. Celeste is still going to the Broaddus daycare each week and is now going to the Broaddus kindergarten class. She is going to Head Start twice a week. They plan to participate in the Trunk or Treats on the square and at Head Start. The library has had 600 people come through in September and has issued 225 new library cards since the first of the year.

#### E. Update from City Manager - Jeaneyse Mosby

Mrs. Mosby reported that a one way sign is being placed over the stop sign to try and prevent traffic from traveling down Columbia the wrong way.

The City is close to finishing the AMI meter installation for residential accounts. All residential and a few small commercial meters should be installed by the end of the month. The AMI meters will be read on the 26th of each month.

We are still working on the sink hole in front of City Hall. Mrs. Mosby is trying to secure more grant funding and a time extension. The process will likely need to be rebid to try and reduce the cost of the project.

There were discussions about the financial reports included and the PCA, future billing cycles, and money management.

### 7. DISCUSSION AND ACTION

#### A. Consider Approval of Ordinance Adopting Budget for the City of San Augustine for Fiscal Year 2025-2026

There was a discussion about delaying the budget approval to allow for more discussion.

Motion to hold another budget workshop and public hearing for budget approval the following week made by Fussell, Seconded by Wilson.

Voting Yea: Hafford, Teel, Diaz, Wilson, Fussell

Motion passed.

#### B. Consider Approval of Ordinance Establishing Increased Minimums (Availability Charges), Rates, and Charges for Water, Wastewater (Sewer), and Electrical Services (Security Lights)

Mrs. Mosby detailed the changes to the rates. Copies of the new rates were provided.

Motion to approve the new rates for water, sewer, garbage and electrical made by Fussell, Seconded by Wilson.

Voting Yea: Hafford, Teel, Diaz, Wilson, Fussell

Motion passed.

- C. Consider Approval of Ordinance to Adopt the No New Revenue Tax Rate for Year 2025 of \$0.357184 per \$100

Motion to table the item made by Diaz, Seconded by Wilson.  
Voting Yea: Hafford, Teel, Diaz, Wilson, Fussell

Motion passed.

- D. Pass a Resolution to Authorize the San Augustine County Chamber of Commerce Sassafras Festival

Mrs. Mosby explained the purpose of the resolution.

Motion to pass the resolution to authorize the San Augustine County Chamber of Commerce Sassafras Festival made by Wilson, Seconded by Diaz.  
Voting Yea: Hafford, Teel, Diaz, Wilson, Fussell

Motion passed.

- E. Consider and Act Upon Award of Construction Contract for the GLO CDBG-MIT Disaster Recovery Project – Water Plant Pump Station, Transmission Main, and Light Plant Booster Station (GLO Contract No. 22-085-073-D332)

Mrs. Mosby explained that the item had been tabled the previous month. A short discussion followed.

Motion to award the contract made by Fussell, Seconded by Diaz.  
Voting Yea: Hafford, Teel, Diaz, Wilson, Fussell

Motion passed.

- F. Consider and Act Upon Award of Construction Contract for the 2023 - TxCDBG Sewer Improvements Project (TxCDBG Contract No. CDV23-0491)

Brian Pritchard from KSA explained the contract, discussion followed.

Motion to award the contract to the lowest bid in compliance made by Wilson, Seconded by Teel.  
Voting Yea: Hafford, Teel, Diaz, Wilson, Fussell

Motion passed.

## 8. EXECUTIVE SESSION

The council went into executive session at 5:44 PM.

- A. Pursuant to Texas Government Code §551.074 Personnel Matters; Discussion of Applicants for City Secretary Position

**9. RECONVENE OPEN MEETING FOR DISCUSSION AND ACTION IF ANY ON EXECUTIVE SESSION ITEM #8**

The council reconvened from executive session at 5:59 PM.

No action was taken.

**10. ADJOURN**

Meeting adjourned at 6:00 PM.

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Leroy Hughes, Mayor

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Jeremy Lynch, City Secretary



# CITY COUNCIL – BUDGET WORKSHOP + CALLED MEETING

Tuesday, September 23, 2025 at 5:00 PM

Council Chambers – 301 South Harrison St. San Augustine, TX 75972

TEL: (936) 275.2121 / FAX: (936) 275.9146

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## MINUTES

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### 1. CALL MEETING TO ORDER - BUDGET WORKSHOP

Budget Workshop called to order at 5:03 PM.

#### PRESENT

Mayor Leroy Hughes  
Alderman Marcus Hafford (late)  
Alderman Pamela Teel  
Alderman Juan Diaz  
Alderman Herman Wilson  
Alderman Dan Fussell  
City Manager Jeaneyse Mosby  
City Secretary Jeremy Lynch

#### ABSENT

City Attorney Wade Flasowski

- A. Prayer
- B. Pledge To the Flags
- C. Welcome Guests

### 2. DISCUSSION AND ACTION

#### A. Review and Discuss FY 2025 - 2026 Budget

City Manager Jeaneyse Mosby and the Council discussed the budget, primarily reviewing what had been cut from the previous week's proposed budget and how much more could potentially be cut, and Mrs. Mosby answered questions from the Council and citizens that were present.

Motion to use the proposed budget from the previous week made by Hafford,  
Seconded by Teel.

Voting Yea: Hafford, Teel, Wilson

Voting Nay: Diaz, Fussell

Motion passed.

### 3. ADJOURN - BUDGET WORKSHOP

Budget workshop adjourned at 5:49 PM.

### 4. CALL MEETING TO ORDER - CALLED MEETING

Called meeting called to order at 5:49 PM.

### 5. PUBLIC HEARINGS

#### A. Open Public Hearing on FY 2025-2026 Budget

Public Hearing opened at 5:49 PM.

Stephen Hayes asked for and was given verification on the selected budget.

#### B. Close Public Hearing on FY 2025-2026 Budget

Public Hearing closed at 5:50 PM.

#### C. Open Public Hearing on No New Revenue Tax Rate for Year 2025 of \$0.357184 per \$100

Public Hearing opened at 5:50 PM.

No comments were made.

#### D. Close Public Hearing on No New Revenue Tax Rate for Year 2025 of \$0.357184 per \$100

Public Hearing closed at 5:51 PM.

### 6. ADJOURN PUBLIC HEARINGS AND CONVENE OPEN MEETING

### 7. DISCUSSION AND ACTION

#### A. Consider Approval of Ordinance Adopting Budget for the City of San Augustine for Fiscal Year 2025-2026

Motion to approve ordinance adopting budget for the City of San Augustine for Fiscal Year 2025-2026 made by Wilson, Seconded by Hafford.

Voting Yea: Hafford, Teel, Wilson

Voting Nay: Diaz, Fussell

Motion passed.

#### B. Consider Approval of Ordinance to Adopt the No New Revenue Tax Rate for Year 2025 of \$0.357184 per \$100

Motion to approve ordinance to adopt the No New Revenue Tax Rate for Year 2025 of \$0.357184 per \$100 made by Diaz, Seconded by Wilson.

Voting Yea: Hafford, Teel, Diaz, Wilson, Fussell

Motion passed.

- C. Consider/Discuss Authorization to Issue Requests for Proposals (RFP) for Administrative Services and a Request for Qualifications (RFQ) for Engineering Services for the 2024 Disasters Community Development Block Grant – Disaster Recovery Programs (2024 Disasters CDBG-DR) Administered by the Texas General Land Office (GLO)

Mrs. Mosby explained the details of the grant. Discussion followed.

Motion to approve the authorization to issue Requests for Proposals for Administrative Services made by Diaz, Seconded by Teel.

Voting Yea: Teel, Diaz, Wilson, Fussell

Motion passed.

- D. Approve Licensing Agreement for Communications Attachments to Utility Facilities with Charter Spectrum

Mrs. Mosby explained that this is an additional agreement for more poles. Discussion followed.

Motion to approve the licensing agreement made by Diaz, Seconded by Hafford.

Voting Yea: Hafford, Teel, Diaz, Wilson, Fussell

Motion passed.

- E. Select Nomination for Appraisal District Board of Directors Election 2024-2025

Mrs. Mosby detailed the number of votes the City has, and how many more would be needed. Discussion followed.

Motion to nominate George Simon made by Fussell, Seconded by Teel.

Voting Yea: Hafford, Teel, Diaz, Wilson, Fussell

Motion passed.

## **8. EXECUTIVE SESSION**

The council went into executive session at 6:05 PM.

- A. Pursuant to Texas Government Code §551.074 Personnel Matters; Discussion of Applicants for City Secretary Position

## **9. RECONVENE OPEN MEETING FOR DISCUSSION AND ACTION IF ANY ON EXECUTIVE SESSION ITEM #8**

The council reconvened from executive session at 7:07 PM.

Two candidates for the City Secretary position were interviewed during the executive session. No action was taken.

**10. ADJOURN - CALLED MEETING**

Called meeting adjourned at 7:07 PM.

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Leroy Hughes, Mayor

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Jeremy Lynch, City Secretary

# San Augustine Police Department



Jonathan Sowell  
Chief of Police

“ Serve

Protect”

LaTanja Greer  
Administrative Assistant

## September, 2025 Activity Report For the October, 2025 City Council Meeting

<u>Action</u>	<u>Total</u>
Reports .....	20
Felony Arrest .....	3
Misdemeanor .....	9
Assist Other Agencies .....	2
Response on "Calls for Service" .....	303
Juvenile Cases Filed .....	1
Auto Accident Report Filed .....	2
Number of Citations Written .....	25
Number of Warnings Issued .....	150
Completed Mental Health Warrants .....	0
Code Enforcement Cases Opened.....	1
Code Enforcement Closed.....	0

City of San Augustine  
Municipal Court  
Jeff Cox, Judge  
301 S. Harrison St.  
San Augustine, Texas 75972

Monthly Report September 2025

September 30, 2025

Total Citations Received	23
Fines and Court Cost Collected	\$1652.00
Remitted to State	\$1054.00
Kept by City	\$598.00

CITY OF SAN AUGUSTINE

Payments Summary

Transaction Dates from 9/1/2025 to 9/30/2025 and Excluding Time Served

Receipt #	Name	Date	Bond	Forfeited	Payment	Amount	Docket Number	Citation Number	Charge Code	Applied	Reference
14553	SARA GARCIA	09/22/25	<input type="checkbox"/>	<input type="checkbox"/>	Credit card	\$132.00	1414	54380	IDF	\$2.00	
									AF	\$5.00	
									JSF	\$6.00	
									SJRF	\$4.00	12373
									STF	\$30.00	
									SPEEDING 2	\$10.00	
									TRUANCY	\$2.00	
									PREVENTION & DIVERSION FUND		
									TECH. FUND	\$4.00	
									SJRF	\$4.00	
									MVF	\$1.00	
									JSF	\$6.00	
									IDF	\$2.00	
									CF	\$62.00	
									AF	\$5.00	
									SEC. FEE	\$3.00	
									TFC	\$3.00	
14559	MICKEY SMITH	09/23/25	<input type="checkbox"/>	<input type="checkbox"/>	Credit card	\$100.00	1427	54397	CF	\$50.82	12380
									TFC	\$2.46	
									TECH. FUND	\$3.28	
									STF	\$24.58	
									SJRF	\$3.28	
									SEC. FEE	\$2.46	
									MVF	\$0.82	
									IDF	\$1.64	
									AF	\$4.10	
									TRUANCY	\$1.64	
									PREVENTION & DIVERSION FUND		
									JSF	\$4.92	
										<b>\$1,652.00</b>	<b>\$1,652.00</b>

Payment Method Summary	
Check	\$132.00
Credit card	\$1,481.00
Money Order	\$39.00
<b>Total:</b>	<b>\$1,652.00</b>

Costs/Fees/Fines Payment Summary	
Missing Charge(s)	
N/A:	
INDIGENT DEFENSE FEE	\$19.76
JUDICIAL SUPPORT FEE	\$59.26
MOVING VIOLATION FEE	\$6.97
STATE CONSOLIDATED FEE (CF)	\$612.36
STATE JUROR REIMBURSEMENT FEE	\$39.51

CITY OF SAN AUGUSTINE

Payments Summary

Transaction Dates from 9/1/2025 to 9/30/2025 and Excluding Time Served

Receipt #	Name	Date	Bond	Forfeited	Payment	Amount	Docket Number	Citation Number	Charge Code	Applied	Reference
	STATE TRAFFIC FEE (STF)					\$296.29				\$296.29	
	CHILD SAFETY (CS)					\$72.60				\$72.60	
	<b>Costs:</b>					<b>\$1,106.75</b>					
	CITY OR COUNTY (AF)					\$49.39				\$49.39	
	BUILDING SECURITY FEE					\$29.63				\$29.63	
	DEFERRED DISP. PROBATION					\$183.33				\$183.33	
	TECHNOLOGY FUND					\$39.51				\$39.51	
	Traffic "Rules of the Road"					\$29.63				\$29.63	
	Truancy prevention & diversion fund					\$19.76				\$19.76	
	ADMINISTRATION FEE (ADMIN)					\$2.00				\$2.00	
	<b>Fees:</b>					<b>\$353.25</b>					
	SPEEDING 1 - 15 MILES OVER					\$76.00				\$76.00	
	SPEEDING 1 - SCHOOL ZONE					\$106.00				\$106.00	
	SPEEDING 2 - 16 - 25 MILES OVER					\$10.00				\$10.00	
	<b>Fines</b>					<b>\$192.00</b>					
	<b>Total:</b>					<b>\$1,652.00</b>					

10/6/2025 11:05am

**Detailed Officer Activity Report**  
For Citations Dated From 9/1/2025 To 9/30/2025

Page: 1

Badge:	Officer: LEVASSAR, CODY	Violation	Action	Citation Number	Date	Time	Status
		DISREGARD STOP SIGN	CITED	54396	9/4/2025	13:30	Pending
		DRIVING WHILE LICENSE INVALID	CITED	56537	9/25/2025	23:45	Pending
		EXPIRED DRIVERS LICENSE	CITED	57604	9/5/2025	9:02	Pending
		EXPIRED DRIVERS LICENSE	CITED	56535	9/24/2025	23:59	Pending
		EXPIRED DRIVERS LICENSE	CITED	56525	9/17/2025	19:06	Pending
		EXPIRED MOTOR VEHICLE REGISTR	CITED	54374	9/2/2025	11:39	Pending
		NO DRIVERS LICENSE	CITED	54330	9/11/2025	23:39	Pending
		NO DRIVERS LICENSE	CITED	54396	9/4/2025	13:30	Pending
		NO FINANCIAL RESPONSIBILITY - 1S	CITED	54397	9/4/2025	13:52	Pending
		NO FINANCIAL RESPONSIBILITY - 1S	CITED	54373	9/2/2025	11:13	Proof of Insurance
		OPEN CONTAINER LAW	CITED	56534	9/20/2025	20:37	Pending
		POSSESSION OF DRUG PARAPHER	CITED	54376	9/2/2025	12:15	Pending
		POSSESSION OF DRUG PARAPHER	CITED	54377	9/2/2025	12:38	Pending
		SPEEDING 1 - 15 MILES OVER	CITED	54380	9/2/2025	16:00	Paid / Def. Disp.
		SPEEDING 1 - 15 MILES OVER	CITED	54382	9/2/2025	16:27	DSC COMPLETE
		SPEEDING 1 - 15 MILES OVER	CITED	54367	9/8/2025	14:52	DSC RECEIVED
		SPEEDING 1 - 15 MILES OVER	CITED	54397	9/4/2025	13:52	Pending
		SPEEDING 1 - SCHOOL ZONE	CITED	57607	9/5/2025	15:40	Pending
		SPEEDING 2 - 16 - 25 MILES OVER	CITED	54390	9/3/2025	13:45	DSC RECEIVED
		SPEEDING 2 - SCHOOL ZONE	CITED	54379	9/2/2025	15:31	DSC RECEIVED
<b>Officer Totals:</b>	<b>20</b>	<b>Citations: 20</b>	<b>Warnings: 0</b>	<b>Repairs: 0</b>			
<b>Badge: 106</b>	<b>Officer: MEIER, WESTON</b>	<b>Violation</b>	<b>Action</b>	<b>Citation Number</b>	<b>Date</b>	<b>Time</b>	<b>Status</b>
		OPEN CONTAINER LAW	CITED	57614	9/6/2025	18:45	Pending
		POSSESSION OF DRUG PARAPHER	CITED	57614	9/6/2025	18:45	Pending
<b>Officer Totals:</b>	<b>2</b>	<b>Citations: 2</b>	<b>Warnings: 0</b>	<b>Repairs: 0</b>			
<b>Badge: 110</b>	<b>Officer: PRICE, MICHAEL</b>	<b>Violation</b>	<b>Action</b>	<b>Citation Number</b>	<b>Date</b>	<b>Time</b>	<b>Status</b>
		SPEEDING 4 - 36 MILES AND MORE	CITED	57443	9/21/2025	16:11	Pending
<b>Officer Totals:</b>	<b>1</b>	<b>Citations: 1</b>	<b>Warnings: 0</b>	<b>Repairs: 0</b>			
<b>Grand Totals:</b>	<b>23</b>	<b>Citations: 23</b>	<b>Warnings: 0</b>	<b>Repairs: 0</b>			

**SAPL Update- City Council , Oct. 14, 2025**

July- 1,992 patrons

August –1,165 patrons

Sept. 1,106 patrons

Estimated 600 patrons so far in Oct.

1. I'm still going to Broaddus every Wednesday, Light the Way Daycare. And, have been invited to have Story Time with Kindergartners at Broaddus Elementary. I issued 40 new library cards to the students.
2. Invited to Broaddus Career Day on Nov. 14,
3. Head Start is in full swing. Participating in their festival on Oct. 28.
4. HomeSchool group started Sept. 8. Every other week. Tori has lots of activities and reading challenges. Friends sponsoring a new reading app- Beanstack. Has lots of reading challenges for entire family. Story Times will start in November
5. Chireno, 7th graders and Ms. Cary Peterson came for a tour Sept. 25. Tori gave them instructions how to use our new Beanstack app and use Libby/Pineywoods digital consortium.
6. Sassafras festival
7. Trick or Trunk on the square

Month Paid	Usage Month	Power Purchased Cost	City Billed	Usage Month	PCA Rate	PCA Collected			PC Charge	Difference	Short	
						% for Henry Hub	PCA	.006 Henry Hub				
<b>PC Charge Difference Forwarded Previous Year</b>												
Oct-24	Sept.	\$ 155,348.37	Sep-24	Aug/Sept	0.0250	24%	\$ 48,093.81	\$ 11,542.51	\$ 121,442.91	\$ (77,663.90)	L	
Nov-24	Oct	\$ 153,368.22	Oct-24	Sept/Oct	0.0311	19%	\$ 45,827.10	\$ 8,841.24	\$ 96,148.91	\$ 20,233.45	S	
Dec-24	Nov	\$ 139,680.51	Nov-24	Oct/Nov	0.0311	19%	\$ 40,064.05	\$ 7,729.40	\$ 86,167.59	\$ 21,178.27	S	
Jan-25	Dec	\$ 150,320.55	Dec-24	Nov/Dec	0.0370	16%	\$ 50,542.64	\$ 8,196.10	\$ 92,653.03	\$ 15,320.98	S	
Feb-25	Jan	\$ 187,908.48	Jan-25	Dec/Jan	0.0400	15%	\$ 79,037.40	\$ 11,855.61	\$ 121,350.32	\$ (623.63)	L	
Mar-25	Feb	\$ 156,606.67	Feb-25	Jan/Feb	0.0400	15%	\$ 61,933.36	\$ 9,290.00	\$ 103,086.84	\$ 876.47	S	
Apr-25	Mar	\$ 148,339.57	Mar-25	Feb/Mar	0.0400	15%	\$ 53,727.66	\$ 8,059.15	\$ 89,804.56	\$ 12,866.50	S	
May-25	April	\$ 138,298.52	Apr-25	Mar/April	0.0400	15%	\$ 56,816.10	\$ 8,522.42	\$ 94,187.47	\$ (4,182.64)	L	
Jun-25	May	\$ 154,451.52	May-25	Apr/May	0.0400	15%	\$ 57,885.40	\$ 8,682.81	\$ 95,260.70	\$ 9,988.23	S	
Jul-25	June	\$ 169,963.08	Jun-25	May/June	0.0400	15%	\$ 80,489.56	\$ 12,073.43	\$ 125,421.24	\$ (23,874.29)	L	
Aug-25	July	\$ 184,864.92	Jul-25	June/July	0.0350	17%	\$ 80,438.01	\$ 13,789.37	\$ 138,703.62	\$ (20,487.34)	L	
Sep-25	August	\$ 182,301.87	Aug-25	July/Aug	0.0275	21.8%	\$ 61,768.67	\$ 13,476.80	\$ 136,118.03	\$ (2,108.03)	L	
		\$ 1,921,452.28			0.0356		\$ 716,623.76	\$ 122,058.85	\$ 1,300,345.22	\$ (51,121.75)	L	
						<b>Equals to Formula</b>		<b>Credit</b>				
								<b>Total HH &amp; Difference</b>		\$ 173,180.60		
								<b>Moved to Restricted</b>		\$ 329,491.90		
						<b>Month Moved To Restricted</b>						
								<b>Total Collected HH</b>		\$ 122,058.85		
Oct-24	Comm	\$ 16,538.21	Comm Ex	Residential	\$ 48,093.81							
Nov-24	\$ 18,276.12	\$ 9,813.15	\$ 17,737.83	\$ 45,827.10	\$ 11,542.51	Includes Overage from FY 2023 \$51.35 and \$16,734.99 Long collected on		<b>PCA Restricted</b>	\$ 329,491.90			
Dec-24	\$ 16,453.75	\$ 10,357.58	\$ 13,252.72	\$ 40,064.05	\$ 8,841.24	Moved From Restricted						
Jan-25	\$ 18,802.28	\$ 9,508.37	\$ 22,231.99	\$ 50,542.64	\$ 7,729.40	Moved from Restricted to System Fund						
Feb-25	\$ 27,594.88	\$ 15,952.52	\$ 35,490.00	\$ 79,037.40	\$ 8,196.10	Moved PCA Overage To Restricted						
Mar-25	\$ 24,099.08	\$ 11,190.28	\$ 26,644.00	\$ 61,933.36	\$ 11,855.61			<b>Total Difference</b>	\$ 329,491.90			
Apr-25	\$ 20,722.86	\$ 11,431.64	\$ 21,573.16	\$ 53,727.66	\$ 9,290.00	Note: 14308.70 was moved from restricted COOP underbilled City						
May-25	\$ 22,232.82	\$ 13,997.48	\$ 20,585.80	\$ 56,816.10	\$ 8,059.15	\$ 102,742.65	From PCA FY 2023	<b>Collected FY 2025</b>	\$ 122,058.85			
Jun-25	\$ 22,434.88	\$ 14,291.64	\$ 21,158.88	\$ 57,885.40	\$ 8,522.42	Collected more than paid deposited in Restricted PCA						
Jul-25	\$ 29,330.96	\$ 17,967.28	\$ 33,191.32	\$ 80,489.56	\$ 8,682.81							
Aug-25	\$ 28,257.97	\$ 18,582.77	\$ 33,597.27	\$ 80,438.01	\$ 12,073.43							
Sep-25	\$ 21,337.17	\$ 12,646.64	\$ 27,784.86	\$ 61,768.67	\$ 27,266.17							
					\$ 716,623.76	\$ 122,058.84						
<b>Ending Balance From Previous Fiscal Year</b>					\$ 207,433.06							
					\$ 329,491.90							

ong	%Short/Long	PCA & PC Charge	Difference	Yearly Average			kWh Sold	kWh Purchased	Difference	Sold kWh < or >
	-1.67%	\$ 157,994.20	\$ (2,645.83)	-1.67%	-1.67%	-1.67%	2,009,894	2,003,518	(6,376)	Sold More Than
	15.20%	\$ 133,134.77	\$ 20,233.45	15.20%	13.52%	13.52%	1,655,732	1,753,034	97,302	Sold Less Than
	17.87%	\$ 118,502.24	\$ 21,178.27	17.87%	31.39%	31.39%	1,328,819	1,574,009	245,190	Sold Less Than
	11.35%	\$ 134,999.57	\$ 15,320.98	11.35%	42.74%	42.74%	1,604,774	1,732,610	127,836	Sold Less Than
	-0.33%	\$ 188,532.11	\$ (623.63)	-0.33%	42.41%	42.41%	2,158,694	2,286,374	127,680	Sold Less Than
	0.56%	\$ 155,730.20	\$ 876.47	0.56%	42.98%	42.98%	1,554,059	1,717,290	163,231	Sold Less Than
	9.50%	\$ 135,473.07	\$ 12,866.50	9.50%	52.47%	52.47%	1,462,698	1,559,011	96,313	Sold Less Than
	-2.94%	\$ 142,481.16	\$ (4,182.64)	-2.94%	49.54%	49.54%	1,570,675	1,665,323	94,648	Sold Less Than
	6.91%	\$ 144,463.29	\$ 9,988.23	6.91%	56.45%	56.45%	1,553,186	1,942,141	388,955	Sold Less Than
	-12.32%	\$ 193,837.37	\$ (23,874.29)	-12.32%	44.13%	44.13%	2,105,681	2,283,791	178,110	Sold Less Than
	-9.98%	\$ 205,352.26	\$ (20,487.34)	-9.98%	34.16%	34.16%	2,434,987	2,623,440	188,453	Sold Less Than
	-1.14%	\$ 184,409.90	\$ (2,108.03)	-1.14%	33.02%	33.02%	2,479,405	2,531,971	52,566	Sold Less Than
	2.75%	\$ 1,894,910.13	\$ 26,542.15	2.75%	36.76%	36.76%	21,918,604	23,672,512	1,753,908	8% kWh Sold
		\$ 26,542.15						125,579.81		
	-2.70%	\$ (77,663.90)								
		Oct-24	\$ (2,645.83)	\$ (2,645.83)						
		Nov-24	\$ 20,233.45	\$ 17,587.62						
		Dec-24	\$ 21,178.27	\$ 54,086.87						
		Jan-25	\$ 15,320.98	\$ 54,086.87						
		Feb-25	\$ (623.63)	\$ 53,463.25						
		Mar-25	\$ 876.47	\$ 54,339.72						
		Apr-25	\$ 12,866.50	\$ 67,206.22						
		May-25	\$ (4,182.64)	\$ 63,023.58						
		Jun-25	\$ 9,988.23	\$ 73,011.81						
		Jul-25	\$ (23,874.29)	\$ 49,137.52						
		Aug-25	\$ (20,487.34)	\$ 28,650.18						
		Sep-25	\$ (2,108.03)	\$ (51,121.75)						
			\$ (51,121.75)							

Amt to \$600000  
\$ 270,508.10

Line Loss 8%	0.005729371	Line Loss Average
1,893,801	0.006015839	Average Power Co
kWh Purchased	Adding 5% to	0.0716
	Line Loss	
	Average Cost	

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# City of San Augustine Monthly Revenue and Expenditure Reports As of September 2025

## REVENUE REPORT FY 2025

End of Month Date	Account Name/Fund	Department Code	Fiscal Year 2024 Budget Amount	Year To Date Actual	Percentage Received	Remaining Amount	Percentage Remaining
9/30/2025	General Fund	01	\$ 2,255,782.00	\$ 1,828,399.70	81.05%	\$ 427,382.30	18.95%
9/30/2025	System Fund	02	\$ 6,066,825.25	\$ 6,552,507.29	108.01%	\$ (485,682.04)	-8.01%
9/30/2025	I & S Fund	03	\$ 125,000.00	\$ 125,000.00	100.00%	\$ -	0.00%
9/30/2025	Capital Projects Fund	04	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!

## EXPENDITURE REPORT FY 2025

End of Month Date	Account Name/Fund	Department Code	Fiscal Year 2024 Budget Amount	Year To Date Actual	Percentage Used	Remaining Amount	Percentage Remaining
9/30/2025	Transfer to I & S Fund For Debt Service		\$ 50,000.00	\$ 50,000.00	100.00%	\$ -	0.00%
9/30/2025	Council	501	\$ 49,215.00	\$ 45,385.35	92.22%	\$ 3,829.65	7.78%
9/30/2025	Admin - General	502	\$ 333,687.43	\$ 283,695.87	85.02%	\$ 49,991.56	14.98%
9/30/2025	Streets	503	\$ 257,638.70	\$ 214,358.71	83.20%	\$ 43,279.99	16.80%
9/30/2025	Sanitations	504	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!
9/30/2025	Fire	505	\$ 158,618.00	\$ 120,776.94	76.14%	\$ 37,841.06	23.86%
9/30/2025	Police	506	\$ 958,530.68	\$ 1,000,878.71	104.42%	\$ (42,348.03)	-4.42%
9/30/2025	Corporation Court	507	\$ 59,571.25	\$ 32,758.43	54.99%	\$ 26,812.82	45.01%
9/30/2025	Municipal Bldg.	508	\$ 30,950.00	\$ 12,063.97	38.98%	\$ 18,886.03	61.02%
9/30/2025	Library	509	\$ 225,236.43	\$ 198,475.74	88.12%	\$ 26,760.69	11.88%
9/30/2025	Senior Citizens Bldg.	510	\$ 22,825.00	\$ 4,850.64	21.25%	\$ 17,974.36	78.75%
9/30/2025	Main Street	514	\$ 154,433.91	\$ 144,349.77	93.47%	\$ 10,084.14	6.53%
9/30/2025	Tourism Center	515	\$ 17,215.00	\$ 15,985.30	92.86%	\$ 1,229.70	7.14%
9/30/2025	Park Maintenance	517	\$ 37,654.00	\$ 45,475.57	120.77%	\$ (7,821.57)	-20.77%
9/30/2025	Transfer to I & S Fund For Debt Service		\$ 75,000.00	\$ 75,000.00	100.00%	\$ -	0.00%
9/30/2025	Admin - System	531	\$ 1,396,477.85	\$ 833,268.80	59.67%	\$ 563,209.05	40.33%
9/30/2025	Water Production	532	\$ 888,075.98	\$ 769,102.71	86.60%	\$ 118,973.27	13.40%
9/30/2025	Water Distribution	534	\$ 310,513.18	\$ 294,665.89	94.90%	\$ 15,847.29	5.10%
9/30/2025	Sewer Collection	535	\$ 203,263.18	\$ 210,505.49	103.56%	\$ (7,242.31)	-3.56%
9/30/2025	Sewer Treatment	536	\$ 303,705.25	\$ 306,515.73	100.93%	\$ (2,810.48)	-0.93%
9/30/2025	Sanitation (System)	537	\$ 138,450.00	\$ 137,248.74	99.13%	\$ 1,201.26	0.87%
9/30/2025	Electrical	540	\$ 2,770,142.66	\$ 2,971,219.62	107.26%	\$ (201,076.96)	-7.26%
9/30/2025	I & S (Debt Service)	000/550	\$ 98,471.00	\$ 98,471.00	100.00%	\$ -	0.00%

## ARTICLE 2.04 OFFICERS AND EMPLOYEES

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### § 2.04.001 Duties of officers.

All the officers of the city shall exercise and discharge all the duties in their respective offices as prescribed by law and such other duties as the city council shall from time to time impose.

(Ordinance 17 adopted 12/5/1907)

### § 2.04.002 Duties and role of city manager and council members.

- (a) The power to appoint and dismiss the city manager shall rest exclusively with the city council. The authority to hire and fire the city manager shall not be exercised by a vote of the electorate or by an independent citizen board or other entity.
- (b) Although the authority to approve the city budget lies with the council, the authority to prepare and execute the budget shall be vested solely in the manager. Department heads and other subordinates shall be explicitly prohibited from bypassing the city manager and submitting their budgets directly to the council. The city manager shall be accountable for the sound administration of the city's financial operations.
- (c) The city manager shall have the right, on his/her own initiative, to appoint and remove the heads of city departments and to act with unilateral authority over any city employee pursuant to the most current city employee manual as adopted by the city council. City department heads and employees are hereby precluded from reporting directly to the council, and shall assume that the council will hold the manager, rather than his/her subordinates, accountable for the performance of city personnel.
- (d) The city secretary and municipal judge are exceptions to the city manager's unilateral authority, and will be hired and(or) terminated by council vote after the city manager has made a recommendation. For daily operations the city secretary will report up through the city manager and the municipal judge will report up through the mayor.
- (e) Members of the city council shall have the right, upon request to the city manager, and on a schedule mutually agreeable to the city manager or his/her delegated representative to visit facilities of the city not normally open to the public. Touring of areas closed to the public will be done only while accompanied by either the city manager or his/her delegated representative. Areas specifically included as closed to the public are all the areas at the city lake water plant including the dam, the waste water treatment plant, vertical water storage towers, light plant pump station and all the city's various lift stations. These areas are inherently dangerous, and are off limits.
- (f) The sole role of the city council is to act as the final authority on all of the many policy decisions that determine the scope and functions of the city government. Councilmembers shall refrain from giving direction, orders and direct or indirect supervision of city department heads and general city employees and instead should submit such requests directly to the city manager. Except during scheduled meetings pursuant to the Texas Open Meetings Act, councilmembers are private citizens. Violation of this ordinance by a member of the council shall constitute official misconduct as described by Tex. Loc. Gov't Code Ann. § 21.025.

(Ordinance 316 adopted 1/21/2020)



September 8, 2025

To the Honorable Mayor, Members of  
the City Council and City Secretary  
City of San Augustine, Texas

Re: Financial audits for the City

Ladies and gentlemen:

Please accept this letter as formal notification of our resignation as the City's external auditor, effectively immediately. We have reached this decision reluctantly and after substantial deliberation.

We are relatively small firm presently facing staffing constraints and increasing needs from our clients, especially in the governmental arena. Like you, many of our governmental clients are two and three years behind in their audits. Texas S.B. 1851, which was effective September 1, 2025, has significantly increased the need for our clients to "get caught up" or face restrictions on their ability to increase tax revenues and/or apply and qualify for grants.

The amount of time required to perform the FY2021 and FY2022 audits for San Augustine was significantly greater than the time required to perform audits for other cities of comparable size. As noted in our audit findings for those years, there were a number of weaknesses in the accounting processes that caused delays and inefficiencies in our auditing procedures. Many of these weaknesses were not resolved in FY2022 and it is my understanding that some may yet to be resolved in FY2023. Consequently, we are simply unable to make the time commitment needed to provide the quality of work that we desire to provide.

We appreciate the hard work and commitment that you all have put into serving the citizens of San Augustine. Please know that we are available to assist you as you are searching and transitioning to a new external auditor. Thank you and we wish you continued success.

Yours truly,

Kim Johnson, CPA  
Partner

**RESOLUTION NO. 2025 - 0003**

**A RESOLUTION NOMINATING A CANDIDATE TO THE  
SAN AUGUSTINE COUNTY APPRAISAL DISTRICT**

Whereas, the City of San Augustine (hereafter "City") is a municipality duly organized and existing under the laws of the State of Texas;

Whereas, the City Council is the legislative body of the City;

Whereas, the City has received enough votes from the San Augustine Independent School District and San Augustine County in addition to their own votes to nominate a candidate as a member of the San Augustine County Appraisal District Board of Directors;

Whereas, \_\_\_\_\_ was nominated by the City Council at a regular Council Meeting on October 21, 2025;

Whereas a motion and a second was received on this nomination; with the motion carrying;

Now Therefore, Be It Resolved by the City Council of San Augustine, Texas that:

1. Mayor Leroy Hughes has authorization to present this resolution to the Chief Appraisal of the San Augustine County Appraisal District.
2. The Nominee's contact information will be attached.
3. This resolution shall take effect immediately upon its passage.

Passed and Adopted by the Council on the 21<sup>st</sup> day of October, 2025.

CITY OF SAN AUGUSTINE

\_\_\_\_\_  
Leroy Hughes

Mayor

ATTEST:

\_\_\_\_\_  
Jeremy Lynch

City Secretary