



CITY COUNCIL – REGULAR MEETING

Tuesday, November 18, 2025 at 5:00 PM

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

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

AGENDA

1. CALL 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. ITEMS TO BE REMOVED FROM THE CONSENT AGENDA

4. CONSENT AGENDA

- A. Consider approval of meeting minutes from the October 21, 2025, Regular City Council Meeting.

5. 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

6. REGULAR AGENDA

- A. Street Closure for Oglesbee Wedding - December 13, 2025.
- B. Approval of a Resolution of Support for the Solid Waste & Recycling Grant offered through the Deep East Texas Council of Governments.
- C. Consider approval of the City of San Augustine proposed 2026 holiday schedule.

7. 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.

Rhonda K. Lewis - City Secretary, City of San Augustine, Texas



CITY COUNCIL – REGULAR MEETING

Tuesday, October 21, 2025 at 5:00 PM

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

MINUTES

1. CALL MEETING TO ORDER

Meeting called to order at 5:00 PM.

PRESENT

Mayor Leroy Hughes
Alderman Marcus Hafford
Alderman Pamela Teel
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. 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.

3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

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

Motion passed.

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

Chief Sowell introduced Officer Alexis Parnell to the Council. Judge Cox swore in Officer Parnell and Chief Sowell presented her with her San Augustine Police Department badge.

Chief Sowell then gave the update on the police department's activity for the month of September, 2025. Activity included: 20 reports filed, 3 felony arrests, 9 misdemeanor arrests, 2 occasions of assisting other agencies, 303 calls for service answered, 1 juvenile case filed, 2 auto accident reports filed, 25 citations written, 150 warnings issued, and 1 code enforcement case opened.

B. Update on Municipal Court Activity - Judge Jeff Cox

Judge Cox reported the Municipal Court Activity for month of September, 2025. There were 23 citations received, with fines and court costs collected totaling \$1652.00. \$1054.00 was remitted to state, \$598.00 was kept by the City.

Judge Cox reported a correction of \$27.00 added to the monthly total for August.

C. Update on Main Street Program - Shelby Curtis

Mrs. Mosby read the Main Street report. Work is continuing on the Lighted Christmas parade. It is scheduled to start at 6:00 PM with the float lineup beginning at 5:00 PM on Grand, Market, and Planters streets. The theme this year is Classic Christmas movies.

That day before the parade, Texas Music Office Community Relations and Outreach Specialist Gini Mascorro will be presenting the San Augustine Main Street Board with the Music Friendly Texas Certification, which will give Main Street access to singers, bands, performers, etc. from all over the state, and hopefully one day become a venue for musicians.

This Thursday Shelby Curtis will be in Lufkin from 10:00 AM through 1:00 PM attending the Deep East Texas Marketing and Advertisement Cooperative to discuss how to advertise Deep East Texas as a whole region and not just as individual communities.

D. Update on Library Activity – Celeste Rainey

Celeste Rainey reported that the homeschool group is coming every other Monday. She is going to Head Start on Tuesdays and Thursdays, and they are having a Halloween festival on the 28th. She is going to the Broaddus daycare and Broaddus kindergarten class every Wednesday. She has been invited to the Broaddus Career Day on November 14th. Ms. Cary Peterson brought her Chireno 7th and 8th graders to the library to take a tour and get library cards. 42 new library cards were issued to the Broaddus kindergarten kids. The library will be participating in Sassafras this weekend, as well as Trunk or Treat next week. The library will participate in the Christmas parade and share a float with the homeschool group. Tori will be starting Story Time in November at the library.

E. Update from City Manager - Jeaneyse Mosby

Mrs. Mosby reported that flyers were going out with the next wave of bills and provided copies of the flyer, which is for TextMyGov so citizens can receive text alerts related to electric, water, and general issues within the City. She asked that the council help promote the service.

KSA is reducing the bid scale for the culvert project. With the bidding threshold increasing at the 1st of September, bid requests can be sent to different companies instead of being an open process, which should reduce the time taken to complete the procedure.

The preconstruction meeting for the installation of the water lines will be held tomorrow.

Mrs. Mosby thanked Celeste Rainey for attending the Chamber meeting and representing the City well with her Library report there.

There were discussions about the culvert project bids, the revenue report and PCA, and the AMI meters.

5. DISCUSSION AND ACTION

A. Modify Ordinance 316 Regarding Roles of City Manager and Council to Return Hiring of City Secretary to City Manager

Mrs. Mosby explained that two of the council members had requested the agenda item and detailed the history behind the initial change. Discussion followed.

Motion to modify Ordinance 316 regarding roles of City Manager and Council to return hiring of City Secretary to City Manager made by Hafford, Seconded by Teel.

Voting Yea: Hafford, Teel, Wilson

Voting Nay: Diaz, Fussell

Motion passed.

B. Resignation of Auditor

Mrs. Mosby explained that the auditor that the City had been using has resigned. Discussion followed.

C. Change Two Accounts to Money Market Accounts

I. PCA Restricted Checking Account

II. CD Investment Funds

Mrs. Mosby explained the recommendation of changing two accounts to money market accounts. Discussion followed.

Motion to allow both accounts listed to be changed to Money Market Accounts made by Diaz, Seconded by Wilson.

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

Motion passed.

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

Mrs. Mosby explained that the resolution needed to be passed.

Motion to pass a Resolution to nominate George Simon for the Appraisal District Board of Directors Election 2026-2027 made by Fussell, Seconded by Diaz.

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

Motion passed.

6. EXECUTIVE SESSION

No executive session was held.

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

No executive session was held.

8. ADJOURN

Meeting adjourned at 5:57 PM.

Leroy Hughes, Mayor

Jeremy Lynch, City Secretary

San Augustine Police Department



Jonathan Sowell
Chief of Police

"Serve

Protect"

LaTanja Greer
Administrative Assistant

October, 2025 Activity Report For the November, 2025 City Council Meeting

<u>Action</u>	<u>Total</u>
Reports	25
Felony Arrest	13
Misdemeanor	5
Assist Other Agencies	4
Response on "Calls for Service"	188
Juvenile Cases Filed	2
Auto Accident Report Filed	1
Number of Citations Written	16
Number of Warnings Issued	115
Completed Mental Health Warrants	0
Code Enforcement Cases Opened.....	0
Code Enforcement Closed.....	0

Month Paid	Usage Month	Power Purchased Cost	City Billed	Usage Month	PCA Rate	% for Henry Hub	PCA	PCA Collected .006 Henry Hub	PC Charge	Difference	Short / Long
										\$ (51,121.75)	
										\$ (10,691.39)	Long
C Charge Difference Forwarded Previous Year											
Oct-25	Sept.	\$ 160,116.44	Sep-25	Aug/Sept	0.0275	22%	\$ 55,245.02	\$ 12,053.46	\$ 127,616.26	\$ -	Short
Nov-25	Oct		Oct-25	Sept/Oct	0.0387	16%	\$ -	\$ -	\$ -	\$ -	Short
Dec-25	Nov		Nov-25	Oct/Nov			\$ -	\$ -	\$ -	\$ -	Short
Jan-26	Dec		Dec-25	Nov/Dec			\$ -	\$ -	\$ -	\$ -	Short
Feb-26	Jan		Jan-26	Dec/Jan			\$ -	\$ -	\$ -	\$ -	Short
Mar-26	Feb		Feb-26	Jan/Feb			\$ -	\$ -	\$ -	\$ -	Short
Apr-26	Mar		Mar-26	Feb/Mar			\$ -	\$ -	\$ -	\$ -	Short
May-26	April		Apr-26	Mar/April			\$ -	\$ -	\$ -	\$ -	Short
Jun-26	May		May-26	Apr/May			\$ -	\$ -	\$ -	\$ -	Short
Jul-26	June		Jun-26	May/June			\$ -	\$ -	\$ -	\$ -	Short
Aug-26	July		Jul-26	June/July			\$ -	\$ -	\$ -	\$ -	Short
Sep-26	August		Aug-26	July/Aug			\$ -	\$ -	\$ -	\$ -	Long
		\$ 160,116.44			0.0331		\$ 55,245.02	\$ 12,053.46	\$ 127,616.26	\$ (61,813.14)	Long
Equals to Formula											
Credit										\$ 73,866.59	
Total HH & Difference										\$ 341,545.36	
Month Moved To Restricted											
Includes Overage from FY 2023 \$51.35 and \$16,734.99 Long collected on											
Total Collected HH										\$ 12,053.46	
Moved From Restricted										PCA Restricted	\$ 341,545.36
Moved from Restricted to System Fund											
Moved PCA Overage To Restricted											
Total Difference										\$ 341,545.36	
Note: 14308.70 was moved from restricted COOP underbilled City											
Collected FY 2025										\$ 12,053.46	
From PCA FY 2023										\$ 102,742.65	
Collected more than paid deposited in Restricted PCA											
Amount in PCA Restricted Checking											
Amount Deposited for Current FY .006 Henry Hub											
Ending Balance From Previous Fiscal Year							\$ 329,491.90				
							\$ 341,545.36				

Line Loss 8%	-0.030580445	Line Loss Average
172,186	-0.032109467	Average Power Co
kWh Purchased	Adding 5% to Line Loss Average Cost	0.0716

City of San Augustine

Monthly Revenue and Expenditure Reports

As of October 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
10/31/2025	General Fund	01	\$ 2,379,171.00	\$ 197,173.16	8.29%	\$ 2,181,997.84	91.71%
10/31/2025	System Fund	02	\$ 6,232,075.94	\$ 585,473.65	9.39%	\$ 5,646,602.29	90.61%
10/31/2025	I & S Fund	03	\$ 125,000.00	\$ 6,250.00	5.00%	\$ 118,750.00	95.00%
10/31/2025	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
10/31/2025	Transfer to I & S Fund For Debt Service		\$ 50,000.00		0.00%	\$ 50,000.00	100.00%
10/31/2025	Council	501	\$ 49,015.00	\$ 4,142.83	8.45%	\$ 44,872.17	91.55%
10/31/2025	Admin - General	502	\$ 360,357.25	\$ 35,320.27	9.80%	\$ 325,036.98	90.20%
10/31/2025	Streets	503	\$ 251,559.49	\$ 46,020.36	18.29%	\$ 205,539.13	81.71%
10/31/2025	Sanitations	504	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!
10/31/2025	Fire	505	\$ 180,836.00	\$ 39,421.67	21.80%	\$ 141,414.33	78.20%
10/31/2025	Police	506	\$ 1,000,106.73	\$ 93,153.06	9.31%	\$ 906,953.67	90.69%
10/31/2025	Corporation Court	507	\$ 44,416.22	\$ 6,406.41	14.42%	\$ 38,009.81	85.58%
10/31/2025	Municipal Bldg.	508	\$ 29,100.00	\$ 424.95	1.46%	\$ 28,675.05	98.54%
10/31/2025	Library	509	\$ 234,930.81	\$ 20,115.89	8.56%	\$ 214,814.92	91.44%
10/31/2025	Senior Citizens Bldg.	510	\$ 23,700.00	\$ 147.70	0.62%	\$ 23,552.30	99.38%
10/31/2025	Main Street	514	\$ 104,353.50	\$ 10,110.36	9.69%	\$ 94,243.14	90.31%
10/31/2025	Tourism Center	515	\$ 18,525.00	\$ 190.20	1.03%	\$ 18,334.80	98.97%
10/31/2025	Park Maintenance	517	\$ 37,754.00	\$ 7,284.40	19.29%	\$ 30,469.60	80.71%
10/31/2025	Transfer to I & S Fund For Debt Service		\$ 75,000.00	\$ 6,250.00	8.33%	\$ 68,750.00	91.67%
10/31/2025	Admin - System	531	\$ 1,576,480.07	\$ 178,596.17	11.33%	\$ 1,397,883.90	88.67%
10/31/2025	Water Production	532	\$ 788,215.43	\$ 78,281.51	9.93%	\$ 709,933.92	90.07%
10/31/2025	Water Distribution	534	\$ 270,053.14	\$ 45,386.89	16.81%	\$ 224,666.25	83.19%
10/31/2025	Sewer Collection	535	\$ 192,528.14	\$ 17,897.71	9.30%	\$ 174,630.43	90.70%
10/31/2025	Sewer Treatment	536	\$ 299,035.85	\$ 38,427.89	12.85%	\$ 260,607.96	87.15%
10/31/2025	Sanitation (System)	537	\$ 190,512.00	\$ 59,768.22	31.37%	\$ 130,743.78	68.63%
10/31/2025	Electrical	540	\$ 2,913,477.00	\$ 256,536.46	8.81%	\$ 2,656,940.54	91.19%
10/31/2025	I & S (Debt Service)	000/550	\$ 2026 Revenue Expenditures Report	\$ -	0.00%	\$ 98,471.00	100.00%

**CITY OF SAN AUGUSTINE, TX
RESOLUTION NO. 2025-0004**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN AUGUSTINE, TEXAS, AUTHORIZING THE FILING OF A GRANT APPLICATION WITH THE DEEP EAST TEXAS COUNCIL OF GOVERNMENTS FOR A FY 2026 REGIONAL SOLID WASTE & RECYCLING GRANT PROGRAM GRANT; AUTHORIZING LEROY HUGHES, MAYOR TO ACT ON BEHALF OF THE CITY OF SAN AUGUSTINE IN ALL MATTERS RELATED TO THE APPLICATION; AND PLEDGING THAT IF A GRANT IS RECEIVED THE CITY OF SAN AUGUSTINE WILL COMPLY WITH THE GRANT ENVIRONMENTAL QUALITY AND THE STATE OF TEXAS.

WHEREAS, the Deep East Texas Council of Governments is directed by the Texas Commission on Environmental Quality to administer solid waste grant funds for implementation to adopted regional solid waste management plan; and

WHEREAS, the City of San Augustine in the State of Texas is qualified to apply for grant funds under the Request for Applications.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAN AUGUSTINE IN SAN AUGUSTINE, TEXAS;

1. That Leroy Hughes, Mayor is authorized to request grant funding under the Deep East Texas Council of Governments Request for Applications of the Regional Solid Waste Grants Program and act on behalf of the City of San Augustine in all matters related to the grant application and any subsequent grant contract and grant project that may result.
2. That if the project is funded, the City of San Augustine will comply with the grant requirements of the Deep East Texas Council of Governments, Texas Commission on Environmental Quality and the State of Texas.
3. The grant funds and any grant-funded equipment or facilities will be used only for the purposes for which they are intended under the grant.
4. That activities will comply with and support the adopted regional and local solid waste management plans adopted for the geographical area in which the activities are performed.

PASSED AND APPROVED this 18th day of November, 2025.

Notary:

(Signature of Authorized Official)

(Signature)

(Typed or Printed Name)
Name)

(Typed or Printed

City of San Augustine Holidays for the Year 2026

New Year's Day	Thursday, January 1
Martin Luther King Day	Monday, January 19
President's Day	Monday, February 16
Good Friday	Friday, April 3
Memorial Day	Monday, May 25
Personal Day	Any Day of Choice
Juneteenth	Friday, June 19
Independence Day	Friday, July 3
Labor Day	Monday, September 7
Columbus Day	Monday, October 12
Veterans Day	Wednesday, November 11
Thanksgiving	Thursday & Friday November 26 & 27
Christmas Eve	Thursday, December 24
Christmas	Friday, December 25
New Year's Eve	Thursday, December 31

NOTICE: Effective January 1, 2023, you must use your vacation as follows:

If you have: 2 weeks you must use 1 week (year 1 – 10)

3 weeks you must use 2 weeks (year 11 – 15)

4 weeks you must use 3 weeks (year 16 until retirement)

AND YOUR PERSONAL HOLIDAY

BY END OF CALENDAR YEAR OR YOU WILL LOSE THEM