

THE VILLAGE OF SAN LEANNA
AGENDA
Regular Board of Aldermen Public Meeting
Thursday, August 21, 2025
7:00 pm – Community Center – 11906 Sleepy Hollow Rd

A) MEETING CALLED TO ORDER

Roll call
Approval of minutes: Regular B of A Meeting..... July 17, 2025

B) CITIZENS' COMMUNICATION

- 1) Arborist, Cahir Doherty
- 2) Citizen Communication

C) ITEMS SCHEDULED FOR ACTION

- 1) Discussion and consideration of Oak Wilt mitigation planning and budgeting for Oak Wilt centers on Circle Dr and between San Leanna Dr and Katy Ln.
- 2) Consideration to pursue designation as a Firewise USA community.
- 3) Consideration to pursue grant funding for removal of fire fuel and wildfire risk mitigation in the community.
- 4) Discussion and consideration of action pertaining to properties with large accumulations of fire fuel, currently in violation of Ordinance 24-003.
- 5) Consideration of renewal of Interlocal Agreement with Austin/Travis County Health & Human Services for enforcement of Village ordinances.
- 6) Discussion and consideration of a Prior Period Adjustment for the Fiscal Year 2023-2024 Financial Reports.
- 7) Consideration of adoption of amended budget for FY 2024-2025.
- 8) Review and approve financial report for July 2025
- 9) Consideration of updates to Arborist contract and rates.
- 10) Consideration of updates to Water Operator and Assistant Water Operator rates.

D) ITEMS FOR DISCUSSION

- 1) Update regarding 2025 Property Tax valuation protests on Village of San Leanna's publicly owned properties.
- 2) Discussion with preliminary finalization of proposed budget and tax rate for FY 2025-2026.

E) REPORTS AND INFORMATION

- 1) Mayor's Report..... Updates re: meetings/symposiums,
- 2) Zoning Report..... Certificates of Use:
Active Building permits:
- 3) Administrative Report... surveys/reports, complaints, admin updates
- 4) Roads..... Current road maintenance needs, road improv. projects, street signs, speed humps
- 5) Public Affairs..... newsletter, Community events
- 6) Public Safety..... Neighborhood Watch, public safety information, street lights
- 7) Water..... Water system info, drought status, Burn Ban info, drainage info, flood prevention
- 8) Environmental..... Tree Care Program, mowing/trimming, trash/recycling, burn piles

F) ADJOURNMENT TO EXECUTIVE SESSION

- 1) Council will meet in Executive Session to discuss performance review, cost of living/performance-based raises for employees, and other relevant employee matters per Section 551.074 of the Open Meetings Act.

G) RESUME REGULAR MEETING

H) ITEMS SCHEDULED FOR ACTION (Cont'd)

- 11) Decision on possible cost of living/performance-based raises for employees, and other relevant employee matters.
- 12) Finalization of FY 2025-2026 proposed budget and tax rate to be published.

I) ADJOURNMENT

** ALL ITEMS SPECIFICALLY MENTIONED SEPARATE FROM EXECUTIVE SESSION
MAY HAVE ACTION TAKEN **

The Board of Aldermen of the Village of San Leanna reserves the right to adjourn into executive session at any time to discuss any of the matters listed above, as authorized by Texas Government Code
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), and 551.086 (Economic Development).

Posted _____ August 18, 2025

Rebecca Howe, City Administrator

**THE VILLAGE OF SAN LEANNA
MINUTES**

Regular Board of Aldermen Public Meeting

Thursday, July 17, 2025

7:00 p.m. – Community Center – 11906 Sleepy Hollow Dr

A. MEETING CALLED TO ORDER

Present: Molly Quirk, Helen Rockenbaugh, Stephanie Grayson, Danny Villarreal, Jonathan Fein, Mary Wright

Helen Rockenbaugh moved to approve the minutes of the Regular B of A Meeting on June 19, 2025; Jonathan Fein seconded; motion carried with a vote of 5 in favor – 0 opposed.

B. CITIZENS' COMMUNICATION

1. Arborist Cahir Doherty reported on general tree health maintenance and areas of side encroachment along the road. Mr. Doherty reported on some dead branches that needed to be removed from the right-of-way and encouraged residents against trimming oaks in a “lion tail” pattern, where excessive interior branches of the tree are removed.
2. Resident, Joey Ficklin, reported that brush and weeds on the corner of the western intersection of Old Manchaca Rd and FM 1626 was causing a dangerous visual obstruction of oncoming traffic.

C. ITEMS SCHEDULED FOR ACTION

1. Council reviewed a potential Zoning Ordinance violation at 11705 Chapel Lane concerning employment of a non-resident individual for home-based business activities. Property owner, Joey Ficklin, was in attendance and addressed council regarding challenges faced in finding commercial space and the timeline for his last remaining job contract, requesting that an extension be made until that time. Mr. Ficklin indicated that he was faced with discontinuing his business, his sole income, as he could not physically complete the cabinetry jobs without the occasional help of an additional person. Helen Rockenbaugh moved to extend the grace period for an additional 90 days to allow the completion of Mr. Ficklin's final contract; Jonathan Fein seconded; motion carried with a vote of 5 in favor – 0 opposed.

Mayor Quirk appointed Helen Rockenbaugh, Stephanie Grayson, and Danny Villarreal to evaluate the home business restrictions set forth by the Zoning Ordinance to determine if any changes should be considered in the future.

2. Arborist Cahir Doherty reported on oak wilt, including continued infection monitoring on Circle Drive and between San Leanna Drive and Katy Lane and the collection of a test specimen scheduled for the following morning, July 18, 2025. Danny Villarreal moved to

authorize staff to obtain trenching recommendations, maps, and quotes for the containment of active Oak Wilt in the Village of San Leanna; Stephanie Grayson seconded; motion carried with a vote of 5 in favor – 0 opposed.

3. The Council reviewed the 2025 contract with Texas Disposal Systems for Municipal Solid Waste and Recycling Collection and Disposal Services. Danny Villarreal moved to approve the contract; Helen Rockenbaugh seconded; motion carried with a vote of 5 in favor – 0 opposed.
4. Council considered potential violations of Health and Sanitation Ordinance 24-003 and Zoning Ordinance 13-001 at 511 Hacienda Drive. Rebecca Howe presented findings. Danny Villarreal moved to direct staff to send a notice of violation for curbside debris removal and request corrective action for widespread ordinance 24-003 violations through Austin Public Health (APH) in accordance with the Village's Interlocal Agreement with APH; Stephanie Grayson seconded; motion carried with a vote of 5 in favor – 0 opposed.
5. Danny Villarreal moved to approve the financial report for June 2025; Helen Rockenbaugh seconded; motion carried with a vote of 5 in favor – 0 opposed.

D. ITEMS FOR DISCUSSION

1. The Council discussed 2025 estimated tax rolls, options for the tax rate, and proposals for the FY 25-26 budget cycle.

E. REPORTS AND INFORMATION

1. Mayor's Report – Mayor Quirk reported on great intergovernmental cooperation during the area-wide power outage earlier in the month, a meeting with CapMetro regarding their transportation plan, and upcoming legislative activities on the State level.
2. Zoning Report – Claire Dunn reported on a quiet month for Zoning with all existing permits remaining in progress and one potential upcoming infraction for a building on which construction began outside of set parameters.
3. Administrative Report – Rebecca Howe updated the Council on the status of the Village's property tax valuation protest hearings set for August 14, 2025. Ms. Howe had met with legal counsel regarding the protests.

Ms. Howe reported on plans to meet with Mr. Villarreal regarding speedbumps and with the president of the Native Prairie Association of Texas regarding annexation.

The TWDB drainage plan grant application and drainage concerns around the Ridge Dr, Hunting Creek Ln, and Lake Dr intersection were discussed.

Ms. Howe also had attended a webinar refresher on Tax Rate and Budget adoption and was exploring grant opportunities related to the removal of wildfire fuel throughout the Village after receiving complaints regarding large accumulations of brush on two properties in the Village.

Ms. Howe reported on several missing cats and a deceased baby deer that were most likely related to coyote populations in the Village.

4. Roads – Danny Villarreal reported on potholes, cracking, and storm washout, noting concern about the bridge in front of Jim Payne Park on Ridge Dr. Mr. Villarreal noted an upcoming quote for road repair that was likely to utilize the remaining Road Maintenance budget.
5. Public Affairs – Mary Wright reported on a successful 4th of July, despite rain and some minor parade confusion. Mrs. Wright reported that there was potential for September Bingo and, otherwise, the next event would be Trunk or Treat in October.
6. Public Safety – Stephanie Grayson reported that National Night Out would be October 7th and on concerns regarding high traffic on Hacienda Dr. Council briefly discussed the streetlights.
7. Water – Jonathan Fein reported on the drought status and the status of the water system. The Aquifer District was in Stage 3 Critical Drought Status with a mandatory 30% conservation period. The City of Austin was in Stage 2 Drought. Mr. Fein reported that the water system was running smoothly and that well levels had risen 3.5 ft. since the previous month, to a level of 142.5 ft. The burn ban was not in effect.
8. Environmental – Helen Rockenbaugh reported on some trimming performed for side road encroachment.

F. ADJOURNMENT

Danny Villarreal moved to adjourn the meeting; Helen Rockenbaugh seconded; meeting adjourned at 8:38 pm.



Rebecca Howe <rebecca@sanleannatx.com>

Oak Wilt Maps

Wiseman, Camille

Fri, Jul 18, 2025 at 2:24 PM

To:

Hello Cahir and Rebecca,

Thanks again for taking the time today, attached are some preliminary maps that you may share with some contractors as you begin to seek bids for this project. I am looking at google earth imagery to get a better understanding of the oak wilt near Katy Ln. and there appears to be many trees removed between 2006 and 2008 I believe this could have been a result of oak wilt. For whatever reason, the two live oaks at the northern portion of the property were spared as were some of the trees that appear to have been planted in yards by the neighborhood to the north.

Nonetheless I think with 10 years passed we should best approach based on what we have observed recently regarding trees with active symptoms. The map shows the red points as actively symptomatic trees and a 100-foot buffer from those. This cost share project would require trenching with cooperation from the large triangular property to achieve containment and to receive funding from Texas A&M Forest Service.

The Circle Dr cost share is relatively straight forward- the map shows orange trees that I recommend monitoring closely for symptoms of oak wilt and that may require us to push the trench out a bit further. I can begin to draw up paperwork for this one, but I will need to clarify who the project owner would be that would require a W-9 and taxpayer identification number to send the funds to. This is considered taxable income for an individual, but this may be different for a city considering that you plan to cover some if not most of the cost of the project. I have worked with communities that have used their POA to receive and distribute the funds so I will just have to make sure it is possible to do with a city/ village.

Unfortunately, I do not have details about how the funds were distributed in the past- so let me know if you are able to discuss with your council/ mayor if it is possible for San Leanna to receive the funds as a city and I'll look into those options with our administrators.

Lastly,

There is an attached plant disease and diagnostic form here. Please complete with as much detail as you can. Print and seal in a plastic bag and sent along in the cooler to the lab. The link to the lab is below, they recommend setting up an online account with them to pay an invoice online I believe the fee is 35 dollars.

<https://plantclinic.tamu.edu/>

Keep sample refrigerated until you mail overnight on Sunday or Monday.

Let me know at your earliest convenience about how to direct the paperwork and I will draw that up as soon as possible.

Thank you both for your time and commitment to this project!

Camille Wiseman

Woodland Ecologist

ISA Certified Arborist TX-4767A

Oak Wilt Qualified | Tree Risk Assessment Qualified

Camille.wiseman@tfs.tamu.edu |  | Austin, TX

texasoakwilt.org | txforestservice.tamu.edu | texasforestinfo.com



3 attachments



SanLeannaCircleDr_OakWiltLayout.pdf

865K



SanLeannaKatyLn_OakWiltLayout.pdf

930K



Plant-Disease-Diagnosis-Form-D-1178.pdf

367K



Oak Wilt

Treatment Plan

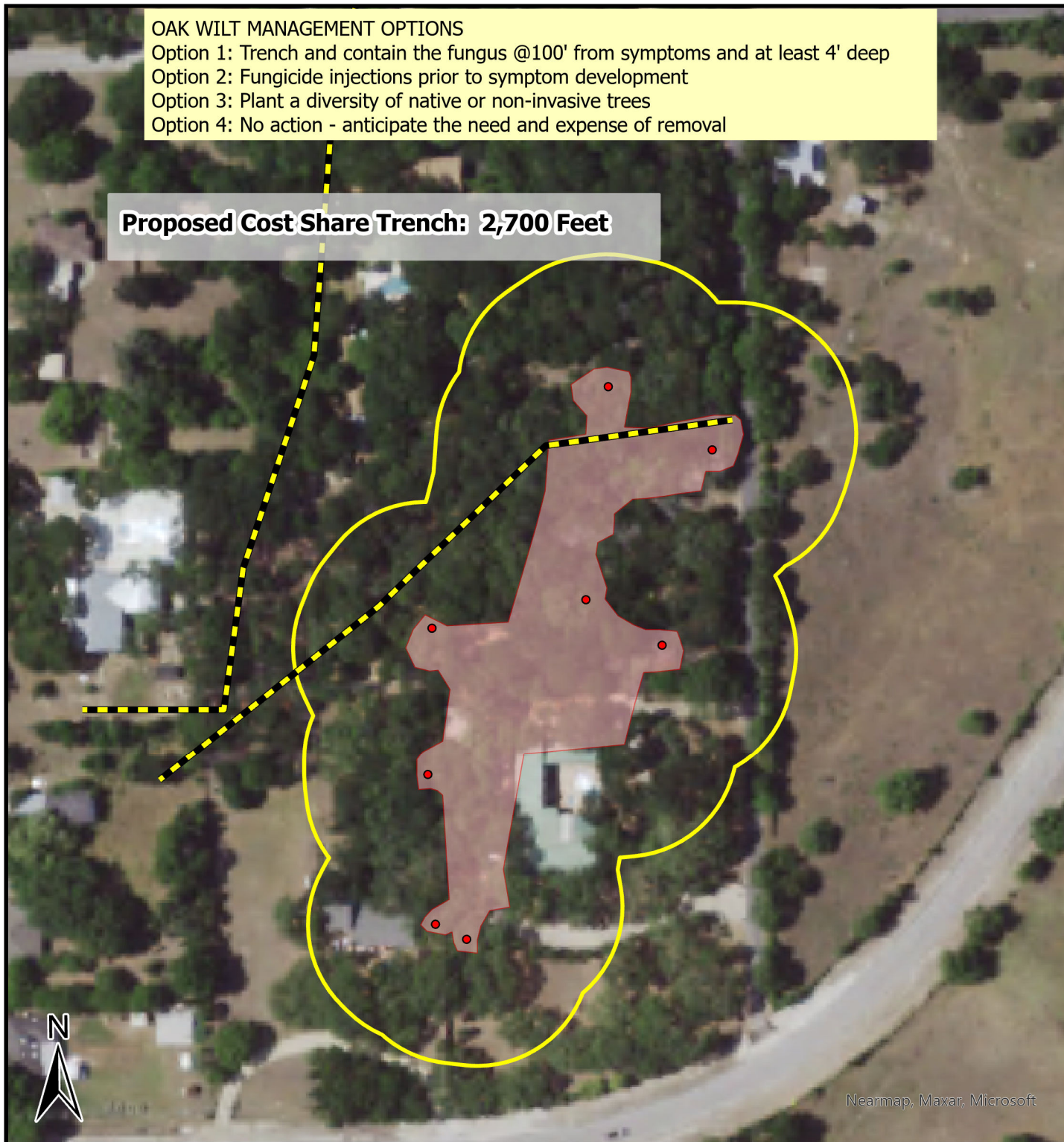
<https://texasoakwilt.org>



OAK WILT MANAGEMENT OPTIONS

- Option 1: Trench and contain the fungus @100' from symptoms and at least 4' deep
- Option 2: Fungicide injections prior to symptom development
- Option 3: Plant a diversity of native or non-invasive trees
- Option 4: No action - anticipate the need and expense of removal

Proposed Cost Share Trench: 2,700 Feet



Nearmap, Maxar, Microsoft

OW Diseased

- No
- Unknown
- Yes
- OakWiltMC
- 100 Ft. Buffer

TrenchType

- Cost Shareable Breakout
- Cost Shareable Primary
- Non Cost Shareable Trench

0 0.01 0.03 0.05 Miles

Name: San Leanna
County: Travis
Quad: Oak Hill
Case Number: 25-AN-1-1
Northing: 30.1451184
Easting: 97.818532
Map Date: 7/9/2025
Forester: Camille Wiseman



Oak Wilt Treatment Plan

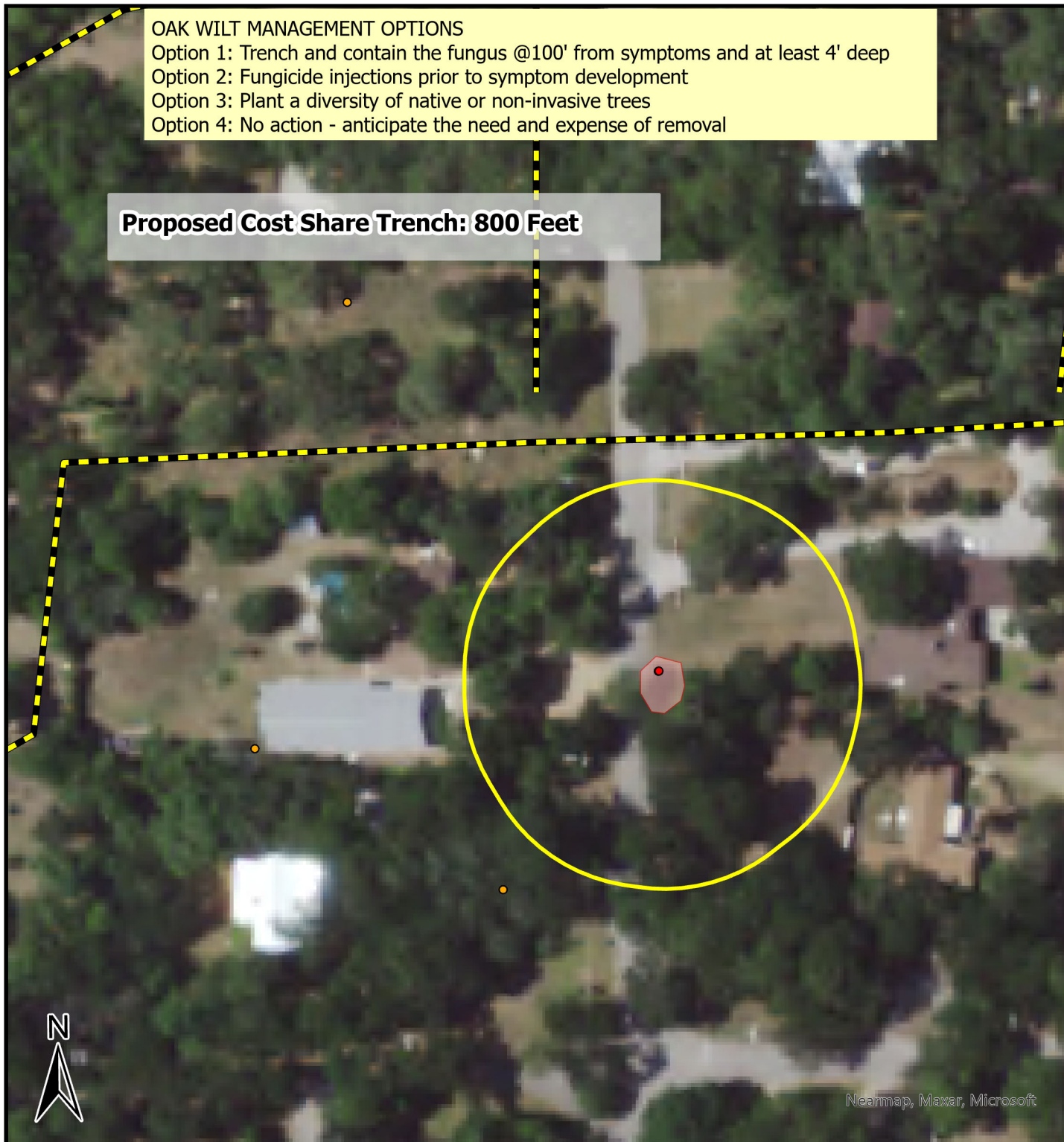
<https://texasoakwilt.org>



OAK WILT MANAGEMENT OPTIONS

- Option 1: Trench and contain the fungus @100' from symptoms and at least 4' deep
- Option 2: Fungicide injections prior to symptom development
- Option 3: Plant a diversity of native or non-invasive trees
- Option 4: No action - anticipate the need and expense of removal

Proposed Cost Share Trench: 800 Feet



Neatmap, Maxar, Microsoft

OW Diseased

- No
- Unknown
- Yes
- OakWiltMC
- 100 Ft. Buffer

TrenchType

- Cost Shareable Breakout
- Cost Shareable Primary
- Non Cost Shareable Trench

0 0.01 0.01 0.03 Miles

Name: San Leanna
County: Travis
Quad: Oak Hill
Case Number: 25-AN-1-1
Northing: 30.1451184
Easting: 97.818532
Map Date: 7/9/2025
Forester: Camille Wiseman

Trenching Service Proposal



801 Carney Ln. Unit 6B
Wimberley, TX 78676
Phone: (512) 253-8080
Email: service@oakwiltpros.com
Website: www.oakwiltpros.com

Proposal Date/Time:
Conditions Wind/Temp:

8/18/2025 @ 10am
5 mph /90°F

Name:	ATTN: Cahir Doherty	
Address 1:	San Leanna Village	
Address 2:		
City:	Austin	
State/Zip:	TX	78748
Home/Mobile:		
Work/Fax:		
Email:		

Item	Description	Qty.	Cost ea.	Total	Notes
1	Estimated trench footage (Trench 1)	800	\$4.85	\$3,880	
2	Estimated trench footage (Trench 2)	2700	\$4.85	\$13,095	
3	Equipment Mobilization Fees		\$850.00	\$850	
4	Rocksaw Teeth Damaged or Replaced	TBD	\$10.00		Depending on composition & wear
5	Cut/Repair Water Lines	TBD	\$250.00		Depending on final path
6	Cut/Repair Fence	TBD	\$195.00		Depending on final path and type of fence

Trench installation to try and stop oak wilt movement into other areas of the property. Footage from disease would be reassessed at the time of service and plans adjusted accordingly. Trench paths should be reassessed at 5 years to determine if oak wilt is still an active threat and if any sections of the path should be refreshed. Treatment and/or clearing is recommended within a trench to minimize the amount of time oak wilt is present on a property. Any utilities or obstructions would require an adjustment to the proposal. Any concrete roads/driveways would need to have sections cut and removed prior to trenching services (not included in bid).

Oak Wilt Pros is not responsible for landscape restoration, trench line erosion, or trench path subsidence. Brush and trees cleared for trench path will be set to the side. Any unforeseen obstacles not disclosed prior to start may result in additional charges. Future additions to trench path may be necessary for any breakout areas or neighboring movement. Oak Wilt Pros may terminate this service agreement if conditions change and negatively impact worker safety or equipment condition. If services are terminated prior to completion the customer is financially responsible for the services rendered prior to termination.

Oak Wilt Pros provides industry recognized trenching services to help prevent the spread of oak wilt disease. Texas Forest Service recommends cutting to a minimum depth of 48 inches. We cut to a depth of 52 inches to help improve the success rate of our trenches and exceed ISA & Forestry Service standards. Oak wilt suppression trenches are not fully guaranteed to stop the spread of the pathogen.	Subtotal	\$17,825.00
	Discount	
	Sales Tax (8.25%)	\$1,470.56
	Total: (Cash, Check/ACH online)	\$19,295.56
	3% Fee Added for Credit Transactions	
All proposals are good for 30 days from date of issue. After 30 days a new proposal may be required prior to scheduling services.		

How to Become a Firewise Community in Texas

The Firewise USA® program, sponsored by the National Fire Protection Association (NFPA), helps communities take a proactive approach to wildfire safety. In Texas, the program is supported by the Texas A&M Forest Service (TFS), which is your primary partner in the process.

Here's a step-by-step guide to becoming a recognized Firewise community Texas:

Step 1: Get Organized

- Form a committee or board of residents and other local stakeholders, such as a representative from your local fire department.
- The committee should include a resident leader who will serve as the primary contact for the program.
- Define the geographic boundaries of your community and count the number of dwelling units within those boundaries.

Step 2: Conduct a Community Wildfire Risk Assessment

- Contact your local TFS Wildland Urban Interface (WUI) Coordinator to schedule a community wildfire risk assessment.
- This assessment is a professional evaluation of your community's vulnerability to wildfire. It looks at factors like vegetation, topography, access roads, and building materials.
- The assessment will provide a community-wide view of successful risk reduction areas and areas that need improvement.

Step 3: Create an Action Plan

- Based on the risk assessment, the committee will develop a multi-year action plan.
- This plan is a prioritized list of projects and activities your community will take to reduce wildfire risk.
- Actions can include community-wide events (like a chipping day) and homeowner education initiatives (like workshops on fire-resistant landscaping).

Step 4: Take Action and Document Your Investment

- Host at least one wildfire risk reduction event each year. This could be a cleanup day, an educational workshop, or a home assessment clinic.
- Demonstrate a minimum investment in wildfire risk reduction efforts. This can be volunteer time, donated equipment, or direct funds.
 - The requirement is an investment equivalent to one volunteer hour per dwelling unit annually. You can calculate this by using the Independent Sector's value for volunteer time.

Step 5: Apply for Recognition

- Once you've completed the first four steps, your resident leader can submit the application for recognition through the official Firewise USA® Portal.
- The application includes documentation of your risk assessment, action plan, and the community's annual investment.
- Your state Firewise liaison (with the Texas A&M Forest Service) will review and approve the application.



TDEM
THE TEXAS A&M UNIVERSITY SYSTEM

SUMMARY

Governor Abbott and the Texas Division of Emergency Management (TDEM) announce the open application period for the FEMA Hazard Mitigation Grant Program (HMGP) FY2025 Post Fire. The application period is now open and will end on **November 3, 2025**.

FEMA's HMGP-Post Fire assistance helps communities implement hazard mitigation measures after wildfire disasters.

All entities seeking funding under this opportunity must have a FEMA-approved Hazard Mitigation Plan at the time the project is submitted to FEMA for consideration and at the time an award is made, except for projects to develop or update mitigation plans. An exception to this requirement may be requested on a case-by-case basis in accordance with [FEMA's 2025 Hazard Mitigation Assistance Program & Policy Guide](#).

All applications must be received by TDEM through the [Grants Management System](#) (GMS) no later than **November 3, 2025 at 5:00 PM** to be considered for funding.

NOTICE OF FUNDING OPPORTUNITY (NOFO)

Hazard Mitigation Grant Program (HMGP)
FY2025 Post Fire

APPLICANT ELIGIBILITY AND STATE PRIORITIES

Eligibility

Eligible sub-applicants include local governments and communities, state agencies, and private nonprofit organizations providing essential governmental services.

Priorities and Considerations

- Eligible jurisdictions within the declared counties for the disaster declaration, which includes all FMAGs from 10/1/24 to 9/30/25
- Projects that address the principal hazards associated with the disaster declaration (including requests made for assistance from the Texas State Operations Center)
- Projects that demonstrate the greatest community benefit, including high Benefit-Cost-Analysis (BCA) and verifiable population directly served or benefiting from the proposed projects
- Projects that clearly link to the sub-applicants' hazard mitigation plan
- Projects that focus on multi-jurisdictional, regional, watershed, or COG levels

Available Funding

The final funding will not be determined by FEMA until the end of their fiscal year. Currently, \$5.78M is projected to be available. Each additional FMAG declaration through 9/30/25 will add \$963,923 to the funding total.

TIPS FOR APPLICATION DEVELOPMENT

- Demonstrate experience in managing grants as part of submission including understanding federal procurement processes and experience with FEMA's Hazard Mitigation Assistance.
- Contact your TDEM regional hazard mitigation grant coordinator early to assist with preparing a quality application.
- Eligible applicants must apply for funding using the TDEM Grants Management System (GMS). GMS is used to apply for, track, and manage a variety of FEMA grants. To register, please visit <https://grants.tdem.texas.gov/>.



TDEM
THE TEXAS A&M UNIVERSITY SYSTEM

Contact Information:

Region 1: Unit Chief Natalie Davis

natalie.davis@tdem.texas.gov
Phone: 737-262-4830

Region 2: Section Chief Andrea Sanders

andrea.sanders@tdem.texas.gov
Phone: 737-247-8531

Region 3: Section Chief Tiffany Pate

tiffany.pate@tdem.texas.gov
Phone: 903-312-1237

Region 4: Unit Chief Daniel Stuckert

daniel.stuckert@tdem.texas.gov
Phone: 713-853-5219

Region 5: Section Chief John O'Valle

john.ovalle@tdem.texas.gov
Phone: 956-227-0696

Region 6: Section Chief Judy Lucio

judy.lucio@tdem.texas.gov
Phone: 512-538-5382

Region 7: Section Chief Ismael Castro

ismael.castro@tdem.texas.gov
Phone: 915-234-3513

Region 8: Section Chief Kevin Enoch

kevin.enoch@tdem.texas.gov
Phone: 512-431-7449

[Regional Chiefs Map](#)

EXAMPLES OF ELIGIBLE ACTIVITIES *

Wildfire Mitigation

- ✓ Defensible space
- ✓ Reducing hazardous fuels
- ✓ Removing standing burned trees
- ✓ Ignition-resistant construction

5% Initiative

- ✓ Installing warning signs
- ✓ Infrastructure Retrofit
- ✓ Strengthen or harden water systems that were burned and caused contamination

Soil and Slope Stabilization

- ✓ Reseeding ground cover
- ✓ Planting grass to prevent the spread of noxious weeds
- ✓ Mulching with straw or chipped wood
- ✓ Placing logs/other erosion barriers to catch sediment on slopes
- ✓ Installing debris traps to modify road and trail drainage mechanisms

Post-Wildfire Flood Prevention and Sediment

- ✓ Modifying or removing culverts
- ✓ Adding drainage dips and constructing emergency spillways
- ✓ Constructing straw, rock, or log dams in small tributaries to prevent flooding

TRAINING & FEMA PROGRAM INFORMATION

Click on the links below to be redirected for information:

Hazard Mitigation Grant Program Information (FEMA) (Reference)

<https://www.fema.gov/grants/mitigation/hazard-mitigation>

TDEM Applicant Information Sessions (Highly Recommended)

Applicants are strongly encouraged to participate in an information session which will review grant requirements and provide an opportunity to ask questions. Click [here](#) to register.

Federal Procurement Training (Highly Recommended)

[TDEM Federal Procurement Training](#)

TDEM Benefit-Cost Analysis (BCA) Overview (Highly Recommended)

Applicants with construction projects are encouraged to participate in an information session on the methods for demonstrating cost effectiveness. Click [here](#) to register.

Required Grant Terms and Conditions (Review Only)

Prior to application, please review the grant terms and conditions that are required under this NOFO. [Click Here](#)

Explanation of a Prior Period Adjustment for the Fiscal Year 2023-2024 Financial Statements

Purpose:

This document serves to provide a detailed explanation of a financial discrepancy discovered during the audit of the fiscal year 2023-2024 financial records.

Explanation of the Discrepancy:

The discrepancy originates from a single expenditure transaction for National Night Out food and beverage in the amount of **\$145.14**. The purchase was made on September 27, 2023, within the fiscal year 2022-2023. However, due to the bank processing timeline, the transaction was not posted to the city's bank account until October 2, 2023, which is after the beginning of the 2023-2024 fiscal year.

Because the expense did not appear on the September bank statement but was understood by City Administrator, Rebecca Howe, to be a September 2023 expense, it was inadvertently omitted from the monthly financial reports for fiscal year 2023-2024. As a result, the reported cash balance was overstated, and expenditures were understated by the same amount. Due to the delayed preparation and submission of the Audit files to the Village's Auditor, the discrepancy was not found in an expeditious manner.

Impact on Financial Reporting:

The omission of this \$145.14 transaction has the following impact on the fiscal year 2023-2024 financial statements:

- The reported **cash balance** as of September 30, 2024, was **overstated by \$145.14**.
- The reported **expenditures** for the fiscal year were **understated by \$145.14**.

This error is considered a material discrepancy that requires a formal correction.

Proposed Solution:

To correct this error and provide accurate financial records for the audit, Ms. Howe will perform a prior period adjustment. This is a standard accounting procedure used to rectify errors from a previous fiscal year in the current period.

Ms. Howe will **not** alter the original monthly financial reports that were previously approved by the Board of Aldermen, as these are considered official historical records. Instead, the correction will be formally documented in the fiscal year 2023-2024 financial statements, which will be restated to include the missing expenditure and the corrected beginning fund balance.

This restated annual report will be submitted to the auditor for review and approval. The auditor will also be provided with all supporting documentation, including the original and amended monthly reconciliations, and a formal memo detailing the adjustment.

Recommendation for enhancing internal control:

This error has brought to light a need to strengthen internal financial controls to ensure the highest level of accuracy and transparency in reporting. To address this, staff will begin submitting all monthly reconciliations directly to the Board of Aldermen for review and approval. This new process will provide greater oversight and confidence in monthly financial reports.

In addition, staff recommends formally updating the Village's Financial Policy to require that all audit documents be submitted to the auditor by November 30 of each year for the previous fiscal year. This will create a clear deadline, streamline the annual audit process, and help prevent future discrepancies.



Sep 27, 2023

Order 10103703707



Curbside pickup items(10)

Austin Sam's Club

9900 S INTERSTATE 35

Austin, TX 78748

Date

Frito-Lay Classic Mix Variety Pack Chips, 50 pk.	Qty 1	\$18.48
Waterloo Sparkling Water Variety Pack 12 fl. oz., 24 pk.	Qty 1	\$9.48
Dr Pepper Soda 12 fl. oz. cans, 35 pk.	Qty 1	\$15.98
Diet Dr Pepper Soda, 12 fl. oz., 35 pk.	Qty 1	\$15.98
Diet Coke Soda Soft Drink, 12 fl. oz., 35 pk.	Qty 1	\$15.79
Frito-Lay Variety Pack Chips, 30 pk.	Qty 2	\$36.96
Apple & Eve 100% Juice Variety Pack, 6.75 fl. oz., 36 pk.	Qty 2	\$22.96
Coca-Cola Soft Drink 12 fl. oz., 35 pk.	Qty 1	\$15.79

Subtotal	\$151.42
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Pickup fee	Free
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Sales tax	\$0.00
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Total	\$151.42
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 Sam's Cash	\$6.28
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 *5337	\$145.14
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Credit cards aren't charged until your order ships or you pick it up at the club. If you see a pending charge before this, it's an authorization hold to ensure the funds are available

**AMENDED BUDGET
VILLAGE OF SAN LEANNA
FISCAL YEAR 2024-2025**

GENERAL FUND

REVENUES:

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>AMENDED BUDGET 2024-2025</u>	<u>Change</u>
101	PROPERTY TAXES	\$ 295,000.00	
102	FRANCHISE TAXES	\$ 15,000.00	
103	INTEREST	\$ 10,000.00	
104	BUILDING PERMITS	\$ 5,000.00	
106	MISCELLANEOUS	\$ 100.00	
107	TRANSFER FROM RESERVE	\$ -	
108	REAL PROPERTY	\$ -	
<u>TOTALS:</u>		\$ 325,100.00	\$ -

EXPENSES:

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>AMENDED BUDGET 2024-2025</u>	<u>Change</u>
112	ROAD MAINTENANCE	\$ 40,000.00	
113	CITY ADMINISTRATOR	\$ 45,856.00	\$ 443.00
114	TML INSURANCE	\$ 6,910.00	
115	LEGAL	\$ 5,000.00	
116	TAXES	\$ 6,756.00	\$ 184.00
117	ENVIRONMENTAL MAINTENANCE	\$ 52,500.00	\$20,000.00
118	PUBLIC INFORMATION	\$ 1,200.00	\$ 400.00
119	AUDIT	\$ 8,000.00	
120	SECURITY LIGHTS	\$ 3,200.00	
121	OFFICE EXPENSES	\$ 6,000.00	
122	ORG.MEMBERSHIP DUES	\$ 1,000.00	
123	APPRAISALS	\$ 1,600.00	
124	BUILDING INSPECTIONS	\$ 5,000.00	
125	MISCELLANEOUS	\$ 1,500.00	
126	ARBORIST	\$ 13,780.00	
128	COUNCIL EXPENSES	\$ 100.00	
129	PUBLIC AFFAIRS	\$ 3,500.00	
130	COMMUNITY CENTER	\$ 3,000.00	
131	ENGINEER	\$ 1,500.00	
132	FLOOD PREVENTION	\$ 50,000.00	
133	EMPLOYEE REIMBURSEMENT	\$ 200.00	
134	HEALTH DEPT.CONTRACT	\$ 1,500.00	
135	PUBLIC SAFETY	\$ 1,500.00	
136	ZONING ADMINISTRATOR	\$ 12,000.00	
137	EMPLOYEE BENEFIT STIPEND	\$ 3,038.00	\$ 38.00
<u>TOTALS:</u>		\$ 274,640.00	\$21,065.00

WATER FUND

REVENUES:

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	AMENDED BUDGET <u>2024-2025</u>	<u>Change</u>
201	WATER BILLING	\$ 125,000.00	
202	WATER TAP FEES	\$ 9,600.00	
203	METER DEP/CONNECT FEES	\$ 1,000.00	
204	MISCELLANEOUS	\$ 100.00	
205	TRANSFER FROM RESERVE	\$ 6,484.00	\$ 15,221.00
<u>TOTALS:</u>		\$ 142,184.00	\$ 15,221.00

EXPENSES:

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	AMENDED BUDGET <u>2024-2025</u>	<u>Change</u>
210	WATER OPERATOR	\$ 35,700.00	
211	DISTRICT FEES	\$ 6,200.00	
212	MAINTENANCE/REPAIR	\$ 45,000.00	\$ 15,000.00
213	ELECTRICITY	\$ 9,000.00	
214	BOOKKEEPER	\$ 22,928.00	\$ 221.00
215	BILLING SUPPLIES	\$ 1,900.00	
216	METER READER	\$ 4,200.00	
217	METER REFUNDS	\$ 1,000.00	
218	MISCELLANEOUS	\$ 100.00	
220	CITY OF AUSTIN CONTRACT	\$ 5,200.00	
221	CITY OF AUSTIN WATER	\$ 6,756.00	
222	ASSISTANT WATER OPERATOR	\$ 4,200.00	
<u>TOTALS:</u>		\$ 142,184.00	\$ 15,221.00

**VILLAGE OF SAN LEANNA
GENERAL FUND REPORT
9-1-2024 -- 9-30-2024**

REVENUES:

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>CURRENT MONTH</u>	<u>YTD. BEG. CURRENT MO</u>	<u>YTD. END OF CURRENT MO</u>		<u>AMENDED BUDGET</u>
101	PROPERTY TAXES	\$0.00	\$268,796.63	\$268,796.63	(\$3,796.63)	\$265,000.00
102	FRANCHISE TAXES	\$46.45	\$14,748.28	\$14,794.73	\$205.27	\$15,000.00
103	INTEREST	\$1,325.71	\$12,925.57	\$14,251.28	(\$9,251.28)	\$5,000.00
104	BUILDING PERMITS	\$500.00	\$1,520.00	\$2,020.00	\$2,980.00	\$5,000.00
106	MISCELLANEOUS	\$88,358.00	\$24,247.50	\$112,605.50	(\$112,505.50)	\$100.00
107	TRANSFER FROM RESERVE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
108	REAL PROPERTY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>TOTALS:</u>		\$90,230.16	\$322,237.98	\$412,468.14	(\$122,368.14)	\$290,100.00

EXPENSES:

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>CURRENT MONTH</u>	<u>YTD. BEG. CURRENT MO</u>	<u>YTD. END OF CURRENT MO</u>	<u>DIFFERENCE</u>	<u>AMENDED BUDGET</u>
112	ROAD MAINTENANCE	\$16,768.50	\$154.62	\$16,923.12	\$9,076.88	\$26,000.00
113	CITY ADMINISTRATOR	\$4,502.35	\$38,243.53	\$42,745.88	\$501.45	\$43,247.33
114	TML INSURANCE	\$0.00	\$5,423.32	\$5,423.32	\$0.68	\$5,424.00
115	LEGAL	\$0.00	\$8,368.50	\$8,368.50	\$1,631.50	\$10,000.00
116	TAXES	\$1,481.69	\$4,536.02	\$6,017.71	\$554.29	\$6,572.00
117	ENVIRONMENTAL MAINTENANCE	\$1,950.00	\$30,516.62	\$32,466.62	\$33.38	\$32,500.00
118	PUBLIC INFORMATION	\$0.00	\$376.77	\$376.77	\$423.23	\$800.00
119	AUDIT	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00
120	SECURITY LIGHTS	\$254.76	\$2,795.43	\$3,050.19	\$149.81	\$3,200.00
121	OFFICE EXPENSES	\$455.76	\$6,203.89	\$6,659.65	\$340.35	\$7,000.00
122	ORG. MEMBERSHIP DUES	\$0.00	\$783.50	\$783.50	\$216.50	\$1,000.00
123	APPRAISALS	\$350.86	\$1,052.61	\$1,403.47	\$96.53	\$1,500.00
124	BUILDING INSPECTIONS	\$295.00	\$3,625.00	\$3,920.00	\$1,080.00	\$5,000.00
125	MISCELLANEOUS	\$450.00	\$466.09	\$916.09	\$583.91	\$1,500.00
126	ARBORIST	\$720.00	\$8,295.00	\$9,015.00	\$4,765.00	\$13,780.00
128	COUNCIL EXPENSES	\$0.00	\$33.74	\$33.74	\$66.26	\$100.00
129	PUBLIC AFFAIRS	\$852.36	\$1,992.25	\$2,844.61	\$155.39	\$3,000.00
130	COMMUNITY CENTER	\$204.69	\$2,142.05	\$2,346.74	\$653.26	\$3,000.00
131	ENGINEER	\$0.00	\$95.00	\$95.00	\$1,405.00	\$1,500.00
132	FLOOD PREVENTION	\$16,400.00	\$2,100.00	\$18,500.00	\$0.00	\$18,500.00
133	EMPLOYEE REIMBURSEMENT	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00
134	HEALTH DEPT. CONTRACT	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00
135	PUBLIC SAFETY	\$50.00	\$620.69	\$670.69	\$829.31	\$1,500.00
136	ADVISOR	\$1,076.50	\$8,014.45	\$9,090.95	\$3,269.05	\$12,360.00
137	EMPLOYEE BENEFIT STIPEND	\$328.26	\$2,632.61	\$2,960.87	\$39.13	\$3,000.00
<u>TOTALS:</u>		\$52,140.73	\$129,971.69	\$182,112.42	\$26,070.91	\$208,183.33

**VILLAGE OF SAN LEANNA
WATER FUND REPORT
9-1-2024 -- 9-30-2024**

REVENUES:

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>CURRENT MONTH</u>	<u>YTD. BEG. CURRENT MO</u>	<u>YTD. END OF CURRENT MO</u>	<u>DIFFERENCE</u>	<u>AMENDED BUDGET</u>
201	WATER BILLING	\$8,603.69	\$117,350.11	\$125,953.80	(\$953.80)	\$125,000.00
202	WATER TAP FEES	\$0.00	\$5,607.00	\$5,607.00	\$3,993.00	\$9,600.00
203	METER DEP/CONNECT FEES	\$0.00	\$900.00	\$900.00	\$100.00	\$1,000.00
204	MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00
205	TRANSFER FROM RESERVE	\$0.00	\$0.00	\$0.00	\$3,648.67	\$3,648.67
<u>TOTALS:</u>		\$8,603.69	\$123,857.11	\$132,460.80	\$6,887.87	\$151,543.33

EXPENSES:

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>CURRENT MONTH</u>	<u>YTD. BEG. CURRENT MO</u>	<u>YTD. END OF CURRENT MO</u>	<u>DIFFERENCE</u>	<u>AMENDED BUDGET</u>
210	WATER OPERATOR	\$2,860.00	\$31,460.00	\$34,320.00	\$0.00	\$34,320.00
211	DISTRICT FEES	\$1,480.18	\$4,602.95	\$6,083.13	\$116.87	\$6,200.00
212	MAINTENANCE/REPAIR	\$5,410.00	\$34,571.45	\$39,981.45	\$10,018.55	\$50,000.00
213	ELECTRICITY	\$814.49	\$6,544.63	\$7,359.12	\$1,640.88	\$9,000.00
214	BOOKKEEPER	\$2,251.17	\$19,121.78	\$21,372.95	\$255.72	\$21,628.67
215	BILLING SUPPLIES	\$241.15	\$1,283.09	\$1,524.24	\$375.76	\$1,900.00
216	METER READER	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00
217	METER REFUNDS	\$200.00	\$100.00	\$300.00	\$700.00	\$1,000.00
218	MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00
220	CITY OF AUSTIN CONTRACT	\$0.00	\$0.00	\$0.00	\$5,200.00	\$5,200.00
221	CITY OF AUSTIN WATER	\$1,868.85	\$19,741.17	\$21,610.02	\$3,389.98	\$25,000.00
222	ASSISTANT WATER OPERATOR	\$250.00	\$2,750.00	\$3,000.00	\$0.00	\$3,000.00
TOTALS:		\$15,375.84	\$120,175.07	\$135,550.91	\$23,797.76	\$159,348.67

CHECKING ACCOUNT BALANCE:

BEGINNING BALANCE	\$40,094.61	\$183,743.46
TOTAL REVENUES	\$98,833.85	
ROAD REVENUE	\$44,815.00	
TRANSFER-TEXPOOL	\$0.00	
TOTAL EXPENSES	\$67,516.57	
MISC ROAD IMPROV EXPENSE	\$0.00	
TRANSFER-TEXPOOL	\$0.00	
INTEREST RET-TEXPOOL	\$1,325.71	\$68,842.28
ENDING BALANCE		\$114,901.18
CHECKBOOK BALANCE		\$114,901.18

TEXPOOL BALANCE:

BEGINNING BALANCE	\$312,357.49
DEPOSITS	\$0.00
INTEREST	\$1,325.71
TOTAL	\$313,683.20
WITHDRAWALS	\$0.00
ENDING BALANCE	\$313,683.20

VILLAGE OF SAN LEANNA

RESOLUTION NO. R25-004

AMENDMENT TO MUNICIPAL BUDGET FOR FY 2024-2025

WHEREAS, the municipal budget for the Village of San Leanna for fiscal year 2022-2023 was approved on the 15th day of August, 2024; and

WHEREAS, the public hearing on said budget has been held as advertised; and

WHEREAS, the Board of Aldermen desire to amend said budget;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Aldermen of the Village of San Leanna, that the following amendments to the approved budget for FY 2024-2025 be made:

<u>GENERAL FUND EXPENSES:</u>	<u>From</u>	<u>To</u>
a) Item # 113 – City Administrator	\$ 45,413.00	\$ 45,856.00
b) Item # 116 – Taxes	\$ 6,572.00	\$ 6,756.00
c) Item # 117 – Environmental Maintenance	\$ 32,500.00	\$ 52,500.00
d) Item # 118 – Public Information	\$ 800.00	\$ 1,200.00
e) Item # 137 – Employee Benefit Stipend	\$ 50,000.00	\$ 10,000.00

EXPLANATION OF AMENDMENT:

- a) City Administrator budget amended by \$443.00 to account for the proper allocation of payroll taxes from Fiscal Year 2023-2024, which were posted to the current fiscal year.
- b) Taxes budget amended by \$184 to account for the proper allocation of payroll taxes from Fiscal Year 2023-2024, which were posted to the current fiscal year.
- c) Environmental Maintenance budget amended to provide for unforeseen Oak Wilt mitigation measures.
- d) Public Information budget amended due to higher than anticipated expenses related to notifications and information regarding waste collection services contract transition.
- e) Employee Benefit Stipend budget amended by \$38.00 to account for the proper allocation of payroll taxes from Fiscal Year 2023-2024, which were posted to the current fiscal year.

<u>WATER FUND REVENUES:</u>	<u>From</u>	<u>To</u>
a) Item # 205 – Transfer from Reserve	\$ 9,507.00	\$ 24,728.00

EXPLANATION OF AMENDMENT:

a) Transfer from Reserve budget amended to reflect amendments to Water Fund Expenses.

<u>WATER FUND EXPENSES:</u>	<u>From</u>	<u>To</u>
a) Item # 212 – Repair & Maintenance	\$ 30,000.00	\$ 45,000.00
b) Item # 214 – Bookkeeper	\$ 22,707.00	\$ 22,928.00

EXPLANATION OF AMENDMENT:

- a) Repair & Maintenance budget amended to provide adequate coverage for possible end of year emergency repairs. Expenses were higher in the 2024-2025 fiscal year due to large repair to the drill at the Sleepy Hollow Rd water facility.
- b) Bookkeeper budget amended by \$221.00 to account for the proper allocation of payroll taxes from Fiscal Year 2023-2024, which were posted to the current fiscal year.

PASSED AND APPROVED on this 21st day of August, 2025, with a vote of ____ ayes, ____ nays, and ____ abstentions of the Board of Aldermen of the Village of San Leanna, Texas.

Molly Quirk, Mayor

Attest:

Rebecca Howe, City Secretary/Administrator

**VILLAGE OF SAN LEANNA
GENERAL FUND REPORT
7-1-2025 -- 7-31-2025**

REVENUES:

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>CURRENT MONTH</u>	<u>YTD. BEG. CURRENT MO</u>	<u>YTD. END OF CURRENT MO</u>	<u>DIFFERENCE</u>	<u>AMENDED BUDGET</u>
101	PROPERTY TAXES	\$1,786.61	\$297,111.30	\$298,897.91	(\$3,897.91)	\$295,000.00
102	FRANCHISE TAXES	\$49.69	\$12,602.20	\$12,651.89	\$2,348.11	\$15,000.00
103	INTEREST	\$2,236.39	\$16,967.09	\$19,203.48	(\$9,203.48)	\$10,000.00
104	BUILDING PERMITS	\$460.00	\$660.00	\$1,120.00	\$3,880.00	\$5,000.00
106	MISCELLANEOUS	\$0.00	\$950.00	\$950.00	(\$850.00)	\$100.00
107	TRANSFER FROM RESERVE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
108	REAL PROPERTY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>TOTALS:</u>		\$4,532.69	\$328,290.59	\$332,823.28	(\$7,723.28)	\$325,100.00

EXPENSES:

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>CURRENT MONTH</u>	<u>YTD. BEG. CURRENT MO</u>	<u>YTD. END OF CURRENT MO</u>	<u>DIFFERENCE</u>	<u>AMENDED BUDGET</u>
112	ROAD MAINTENANCE	\$0.00	\$17,150.17	\$17,150.17	\$22,849.83	\$40,000.00
113	CITY ADMINISTRATOR	\$3,328.25	\$34,501.92	\$37,830.17	\$7,582.83	\$45,413.00
114	TML INSURANCE	\$0.00	\$6,908.02	\$6,908.02	\$1.98	\$6,910.00
115	LEGAL	\$0.00	\$707.00	\$707.00	\$4,293.00	\$5,000.00
116	TAXES	\$0.00	\$5,955.28	\$5,955.28	\$616.72	\$6,572.00
117	ENVIRONMENTAL MAINTENANCE	\$203.35	\$9,128.61	\$9,331.96	\$23,168.04	\$32,500.00
118	PUBLIC INFORMATION	\$0.00	\$749.72	\$749.72	\$50.28	\$800.00
119	AUDIT	\$0.00	\$0.00	\$0.00	\$8,000.00	\$8,000.00
120	SECURITY LIGHTS	\$241.67	\$2,253.57	\$2,495.24	\$704.76	\$3,200.00
121	OFFICE EXPENSES	\$404.62	\$4,480.41	\$4,885.03	\$1,114.97	\$6,000.00
122	ORG. MEMBERSHIP DUES	\$0.00	\$801.90	\$801.90	\$198.10	\$1,000.00
123	APPRAISALS	\$0.00	\$1,161.96	\$1,161.96	\$438.04	\$1,600.00
124	BUILDING INSPECTIONS	\$275.00	\$1,585.00	\$1,860.00	\$3,140.00	\$5,000.00
125	MISCELLANEOUS	\$0.00	\$1,336.24	\$1,336.24	\$163.76	\$1,500.00
126	ARBORIST	\$780.00	\$6,930.00	\$7,710.00	\$6,070.00	\$13,780.00
128	COUNCIL EXPENSES	\$52.50	\$0.00	\$52.50	\$47.50	\$100.00
129	PUBLIC AFFAIRS	\$489.42	\$1,551.42	\$2,040.84	\$1,459.16	\$3,500.00
130	COMMUNITY CENTER	\$237.65	\$2,006.73	\$2,244.38	\$755.62	\$3,000.00
131	ENGINEER	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00
132	FLOOD PREVENTION	\$0.00	\$11,000.00	\$11,000.00	\$39,000.00	\$50,000.00
133	EMPLOYEE REIMBURSEMENT	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00
134	HEALTH DEPT. CONTRACT	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00
135	PUBLIC SAFETY	\$0.00	\$794.94	\$794.94	\$705.06	\$1,500.00
136	ADVISOR	\$1,646.20	\$8,152.20	\$9,798.40	\$2,201.60	\$12,000.00
137	EMPLOYEE BENEFIT STIPEND	\$209.18	\$2,287.44	\$2,496.62	\$503.38	\$3,000.00
<u>TOTALS:</u>		\$7,867.84	\$120,942.53	\$128,810.37	\$124,764.63	\$253,575.00

**VILLAGE OF SAN LEANNA
WATER FUND REPORT
7-1-2025-- 7-31-2025**

REVENUES:

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>CURRENT MONTH</u>	<u>YTD. BEG. CURRENT MO</u>	<u>YTD. END OF CURRENT MO</u>	<u>DIFFERENCE</u>	<u>AMENDED BUDGET</u>
201	WATER BILLING	\$14,443.42	\$104,315.14	\$118,758.56	\$6,241.44	\$125,000.00
202	WATER TAP FEES	\$0.00	\$0.00	\$0.00	\$9,600.00	\$9,600.00
203	METER DEP/CONNECT FEES	\$0.00	\$900.00	\$900.00	\$100.00	\$1,000.00
204	MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00
205	TRANSFER FROM RESERVE	\$0.00	\$0.00	\$0.00	\$9,507.00	\$9,507.00
<u>TOTALS:</u>		\$14,443.42	\$105,215.14	\$119,658.56	\$25,548.44	\$145,207.00

EXPENSES:

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>CURRENT MONTH</u>	<u>YTD. BEG. CURRENT MO</u>	<u>YTD. END OF CURRENT MO</u>	<u>DIFFERENCE</u>	<u>AMENDED BUDGET</u>
210	WATER OPERATOR	\$2,975.00	\$26,775.00	\$29,750.00	\$5,950.00	\$35,700.00
211	DISTRICT FEES	\$1,345.18	\$4,640.62	\$5,985.80	\$214.20	\$6,200.00
212	MAINTENANCE/REPAIR	\$546.00	\$21,007.29	\$21,553.29	\$8,446.71	\$30,000.00
213	ELECTRICITY	\$877.66	\$7,104.47	\$7,982.13	\$1,017.87	\$9,000.00
214	BOOKKEEPER	\$1,664.15	\$17,250.94	\$18,915.09	\$3,791.91	\$22,707.00
215	BILLING SUPPLIES	\$127.11	\$1,018.09	\$1,145.20	\$754.80	\$1,900.00
216	METER READER	\$318.61	\$2,893.61	\$3,212.22	\$987.78	\$4,200.00
217	METER REFUNDS	\$0.00	\$300.00	\$300.00	\$700.00	\$1,000.00
218	MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00
220	CITY OF AUSTIN CONTRACT	\$0.00	\$0.00	\$0.00	\$5,200.00	\$5,200.00
221	CITY OF AUSTIN WATER	\$2,157.30	\$15,838.19	\$17,995.49	\$7,004.51	\$25,000.00
222	ASSISTANT WATER OPERATOR	\$350.00	\$3,150.00	\$3,500.00	\$700.00	\$4,200.00
TOTALS:		\$10,361.01	\$99,978.21	\$110,339.22	\$34,867.78	\$145,207.00

CHECKING ACCOUNT BALANCE:

BEGINNING BALANCE	\$21,462.50	\$40,438.61
TOTAL REVENUES	\$18,976.11	
TRANSFER-TEXPOOL	\$0.00	
TOTAL EXPENSES	\$18,228.85	
ROAD FUND EXPENSE	\$0.00	
TRANSFER-TEXPOOL	\$0.00	
INTEREST RET-TEXPOOL	\$2,236.39	\$20,465.24
ENDING BALANCE		\$19,973.37
PRIOR PERIOD ADJUSTMENT		(\$145.14)
ENDING BALANCE - ACTUAL		\$19,828.23
CHECKBOOK BALANCE		\$19,828.23

TEXPOOL BALANCE:

BEGINNING BALANCE	\$610,650.29
DEPOSITS	\$0.00
INTEREST	\$2,236.39
TOTAL	\$612,886.68
WITHDRAWALS	\$0.00
ENDING BALANCE	\$612,886.68

**VILLAGE OF SAN LEANNA
FINANCIAL REPORT
7-1-2025 -- 7-31-2025**

ROAD IMPROVEMENT FUND 2022 - 2025

<u>REVENUES</u>		<u>BUDGET 24-25</u>			
301	CAPITAL METRO - BTC FUNDING 2022-2025	\$0.00	\$0.00	\$19,500.00	\$19,500.00
302	TRANSFER - CAPITAL METRO - RESERVED	\$0.00	\$0.00	\$0.00	\$0.00
303	CAPMETRO - BTC - PROJECT REIMBURSE	\$0.00	\$0.00	\$0.00	\$0.00
304	TRANSFER - ROAD PROJECT RESERVED F	\$0.00	\$0.00	\$0.00	\$0.00
<u>TOTALS:</u>		\$0.00	\$0.00	\$19,500.00	\$19,500.00

<u>EXPENSES</u>					
310	ROAD IMPROVEMENT - TBD	\$0.00	\$0.00	\$0.00	\$0.00
311	MISC	\$0.00	\$0.00	\$0.00	\$0.00
<u>TOTALS:</u>		\$0.00	\$0.00	\$0.00	\$0.00

CORONAVIRUS LOCAL FISCAL RECOVERY FUNDING (CLFRF) - ARPA

<u>REVENUES:</u>		<u>CURRENT MONTH</u>	<u>YTD TOTAL</u>	<u>DIFFERENCE</u>	<u>BUDGET 24-25</u>
501	CORONAVIRUS LOCAL FISCAL RECOVERY FUI	\$0.00	\$0.00	\$0.00	\$0.00
502	CLFRF RESERVE FUNDING	\$0.00	\$0.00	\$9,921.28	\$9,921.28
<u>TOTALS:</u>		\$0.00	\$0.00	\$9,921.28	\$9,921.28

<u>EXPENSES:</u>					
510	WATER SYSTEM IMPROVEMENTS - NORTH WE	\$0.00	\$601.28	\$0.00	\$601.28
511	WATER SYSTEM IMPROVEMENTS - SOUTH WE	\$0.00	\$0.00	\$0.00	\$0.00
512	PUBLIC HEALTH / INFRASTRUCTURE	\$0.00	\$8,455.00	\$865.00	\$9,320.00
<u>TOTALS:</u>		\$0.00	\$9,056.28	\$865.00	\$9,921.28

HAZARD MITIGATION GRANT PROGRAM (HMPG) - GENERATOR

<u>REVENUES:</u>		<u>CURRENT MONTH</u>	<u>YTD TOTAL</u>	<u>DIFFERENCE</u>	<u>BUDGET 24-25</u>
601	HAZARD MITIGATION GRANT FUNDING	\$0.00	\$0.00	\$139,426.20	\$139,426.20
602	LOCAL (10%) SHARE FUNDING - RESERVE	\$0.00	\$0.00	\$15,491.80	\$15,491.80
<u>TOTALS:</u>		\$0.00	\$0.00	\$154,918.00	\$154,918.00

<u>EXPENSES:</u>					
610	GENERATOR PROJECT	\$0.00	\$0.00	\$154,918.00	\$154,918.00
<u>TOTALS:</u>		\$0.00	\$0.00	\$154,918.00	\$154,918.00

RESERVED FUND BALANCES

<u>WATER FUND CONTINGENCY</u>	\$ 35,000.00	\$ 35,000.00
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<u>ROAD FUND:</u>		
RESTRICTED CAPITAL METRO	\$ 70,805.00	\$ 70,805.00

RESERVE FOR PROJECTS	<u>\$ 70,805.00</u>	<u>\$ 70,805.00</u>
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TOTAL ROAD RESERVE	\$ 141,610.00	\$ 141,610.00
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<u>GENERAL FUND CONTINGENCY</u>	\$ 47,000.00	\$ 47,000.00
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<u>CLFRF - ARPA FUND RESERVE</u>	\$ 865.00	\$ 865.00
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CURRENT BUDGET RESERVE	<u>\$ 407,637.79</u>	<u>\$ 408,239.91</u>
Funds exceeding EOY Anticipated Expenses & Reserves	<u>\$ 229,776.53</u>	<u>\$248,607.50</u>

TOTAL TEXPOOL AND CHECKBOOK	\$ 632,112.79	\$632,714.91
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<u>TOTAL ALL RESERVED FUNDS</u>	\$ 224,475.00	\$ 224,475.00
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<u>UNALLOCATED AVAILABLE FUNDS</u>	\$ 229,776.53	\$ 248,607.50
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