THE VILLAGE OF SAN LEANNA
AGENDA
Regular Board of Aldermen Public Meeting & Public Hearing
Thursday, October 15, 2026
7:00 pm – Community Center – 11906 Sleepy Hollow Rd

A) MEETING CALLED TO ORDER
Roll call
Approval of minutes: Regular B of A Meeting……..…. August 20, 2026
Approval of minutes: Regular B of A Meeting……..…. September 17, 2026

B) CITIZENS' COMMUNICATION
1. Arborist, Cahir Doherty
2. Citizen Communication

C) PUBLIC HEARING
1. Presentation of information concerning request for a variance to Zoning Ordinance No. 13-001 allowing the construction of a garage building in-line with the front of the main residence at 808 Indian Tree Trail.
2. Citizen comments.

**** NO ACTION MAY BE TAKEN AT A PUBLIC HEARING ****
**** RESUME REGULAR MEETING ****

D) ITEMS SCHEDULED FOR ACTION
1. Consideration of request for a variance to Zoning Ordinance No. 13-001 allowing the construction of a garage building in-line with the front of the main residence at 808 Indian Tree Trail.
2. Consider and take action to select a nominee for the Texas Municipal League (TML) Region 10 election and authorize submission of the official ballot.
3. Designation of official newspaper for publication of required notices, by resolution.
4. Consideration of Mayoral Arbor Day Celebration Proclamation.
5. Consideration of updated Financial Policy for FY 26-27, by resolution.
6. Consideration of updated Investment Policy for FY 26-27, by resolution.
7. Consideration of amendment to FY 2025-2026 budget as needed
8. Review and approve financial report and reconciliation for September 2026.

E) ITEMS FOR DISCUSSION

F) 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

G) 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_____ October 12, 2026

_____
Rebecca Howe, City Administrator

THE VILLAGE OF SAN LEANNA
MINUTES
Regular Board of Aldermen Public Meeting
Thursday, August 20, 2026
7:00 p.m. – Community Center – 11906 Sleepy Hollow Rd

A. MEETING CALLED TO ORDER

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

Mary Wright was absent.

Rebecca Howe reported a delay in the minutes' presentation due to a computer issue. No action was taken to approve minutes from the Special Board of A Meeting on July 20, 2026.

B. CITIZENS' COMMUNICATION

1. Donald L. Allman, CPA presented the audit for the 2024-2025 fiscal year. The Board reviewed the audit and discussed the financial information presented.
2. Arborist Cahir Doherty provided an update regarding oak wilt conditions and ongoing mitigation efforts throughout the Village, including possible oak wilt in a red oak at 404 San Leanna Dr and the removal of a possible heritage tree at 414 San Leanna Dr.

C. ITEMS SCHEDULED FOR ACTION

1. The Council considered approval of the audit provided by Donald L. Allman, CPA for the 2024-2025 fiscal year. Danny Villarreal moved to approve the audit; Stephanie Grayson seconded; motion carried with a vote of 4 in favor – 0 opposed.
2. The Council considered approval of the audit engagement letter with the accounting firm of Donald L. Allman, CPA for the 2025-2026 fiscal year. Helen Rockenbaugh moved to approve the audit engagement letter; Jonathan Fein seconded; motion carried with a vote of 4 in favor – 0 opposed.
3. Helen Rockenbaugh moved to appoint Danny Villarreal as Mayor Pro Tem; Jonathan Fein seconded; motion carried with a vote of 4 in favor – 0 opposed.
4. The Council discussed oak wilt mitigation planning and budgeting for the oak wilt centers on Circle Drive and between San Leanna Drive and Katy Lane. Danny Villarreal moved to approve the oak wilt mitigation planning and budgeting updates and scheduling as presented provided that the new quotes were within budget; Stephanie Grayson seconded; motion carried with a vote of 4 in favor – 0 opposed.

The Zoning Report was heard early due to scheduling conflicts. Claire Dunn presented updates on open building permits and two pending projects on Indian Tree Trail and Ridge Drive. Council discussed issues with plan reviews through ATS Engineers.

5. The Council discussed the legal case involving multiple ongoing ordinance violations at 511 Hacienda Drive. The status of the violations and appropriate legal and enforcement measures were reviewed. Danny Villarreal moved to deny any extension of suit filing as

requested by the owner of 511 Hacienda Dr; Stephanie Grayson seconded; motion carried with a vote of 4 in favor – 0 opposed.

6. The Council considered renewal of the Interlocal Agreement with Austin/Travis County Health & Human Services for enforcement of Village ordinances. Danny Villareal moved to approve renewal of the Interlocal Agreement; Stephanie Grayson seconded; motion carried with a vote of 3 in favor – 1 opposed.
7. The Council considered ratification of an amendment to the contract with Texas Disposal Systems to add a single green waste collection event. Danny Villareal moved to ratify the contract amendment; Stephanie Grayson seconded; motion carried with a vote of 4 in favor – 0 opposed.
8. The Council considered quotes for right-of-way safety improvements at the road closure gate on San Leanna Drive at Katy Lane. Danny Villarreal moved to approve the selected quote for placement of limestone rocks as safety improvements at the road closure gate; Helen Rockenbaugh seconded; motion carried with a vote of 4 in favor – 0 opposed.
9. The Council considered quotes for additional drainage improvement proposals for issues identified by DNZ Landscaping. Danny Villareal moved to approve the selected drainage improvement proposal without tree trimming; Helen Rockenbaugh seconded; motion carried with a vote of 4 in favor – 0 opposed.
10. The Council considered scheduling the second Zoning Ordinance Update Workshop. Helen Rockenbaugh moved to schedule the second Zoning Ordinance Update Workshop for October 8, 2026 at 5:30 pm; Danny Villarreal seconded; motion carried with a vote of 4 in favor – 0 opposed.
11. The Council discussed renewal of software services through gWorks for accounting, water billing, payroll, and the resident portal, noting issues with rate implementation. Danny Villarreal moved to table action; Helen Rockenbaugh seconded; motion carried with a vote of 4 in favor – 0 opposed.
12. The Council considered an amendment to the FY 2025-2026 budget as needed. Danny Villarreal moved to approve the FY 2025-2026 budget amendment; Jonathan Fein seconded; motion carried with a vote of 4 in favor – 0 opposed.
13. The financial report and reconciliation for July 2026 were reviewed. Danny Villarreal moved to approve the financial report and reconciliation; Stephanie Grayson seconded; motion carried with a vote of 4 in favor – 0 opposed.

D. ITEMS SCHEDULED FOR DISCUSSION

E. REPORTS AND INFORMATION

1) Mayor's Report – Mayor Molly Quirk reported updates from the CapMetro Small Cities Council.

2) Administrative Report – Rebecca Howe reported on updates on the utility poles left on the ground on Chapel Ln and a time extension required for the HMPG Generator Project.

3) Roads – Danny Villarreal reported on road repair needs in several spots, particularly noting the deterioration on Ridge Dr at the ditch. Council discussed painting tripes at stop signs throughout the Village.

4) Public Affairs – Mary Wright was not present to report on Public Affairs. Rebecca Howe reminded all that Bingo was scheduled for August 29, 2026.

5) Public Safety – Stephanie Grayson reported that a vehicle had struck the road closure gate at San Leanna Dr for the third time. the upcoming National Night Out event on October 6th, 2026 at 6:30 pm.

6) Water – Jonathan Fein reported on the drought status and the status of the water system. The Aquifer District was in Stage 3 Exceptional Drought Status with a mandatory 40% conservation period. The City of Austin was in Conservation Stage. Mr. Fein reported that the water system was running smoothly and that well levels had fallen 1.8 ft. since the previous month, to a level of 147.9 ft. The burn ban was not in effect.

   Mr. Fein reported on the status of drainage improvements completed by DNZ Landscaping.

7) Environmental – Helen Rockenbaugh reported on a very successful Recycling and Water Conservation Event and upcoming park and tree maintenance.

F. ADJOURNMENT

Danny Villarreal moved to adjourn the meeting; Stephanie Grayson seconded; meeting adjourned at 8:55 pm.

THE VILLAGE OF SAN LEANNA
MINUTES
Regular Board of Aldermen Public Meeting
Thursday, September 17, 2026
7:00 p.m. – Community Center – 11906 Sleepy Hollow Rd

A. MEETING CALLED TO ORDER

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

Jonathan Fein was absent.

The Board considered approval of the minutes from the Special Board of Aldermen Meeting held July 20, 2026. Helen Rockenbaugh moved to approve the minutes as presented; Stephanie Grayson seconded; motion carried with a vote of 4 in favor – 0 opposed.

B. CITIZENS' COMMUNICATION

1. Cahir Doherty was not present to report.
2. Claire Dunn addressed Board with concerns regarding acts that may not amount to an ordinance violation, but effect the quality of life of surrounding individuals.
3. Joseph. Lynde introduced himself as a new resident on Indian Tree Trail.

C. PUBLIC HEARING

1. The Board conducted a public hearing to present and discuss the proposed budget for FY 2026–2027.
2. The Board conducted a public hearing to present and discuss the proposed property tax rate for FY 2026–2027.
3. Citizens were given an opportunity to provide comments, but none were made.

No action was taken during the public hearing. The regular meeting resumed.

D. ITEMS SCHEDULED FOR ACTION

1. The Board considered adoption of the FY 2026–2027 budget by ordinance. Helen Rockenbaugh moved to adopt the budget as presented; Danny Villarreal seconded; motion carried with a vote of 4 in favor – 0 opposed.
2. Ratification of the adoption of the FY 2026–2027 budget was not needed as the budget did not raise more revenue than the previous year. No action was taken.
3. The Board considered adoption of the property tax rate for FY 2026–2027 by record vote and ordinance. Helen Rockenbaugh moved to adopt the property tax rate as presented; Jonathan Fein seconded. The motion carried with a record vote of 4 in favor – 0 opposed.
4. The Board discussed setting a date for the San Leanna Community-Wide Garage Sale. Helen Rockenbaugh moved to approve the proposed date of October 17, 2026; Danny Villarreal seconded; motion carried with a vote of 4 in favor – 0 opposed.

5. The Board discussed use of the Community Center by community organizations, including Girl Scout troops and school booster clubs, and the adoption of rules and procedures governing such use. Danny Villarreal moved to table the proposal to allow use by community organizations; Stephanie Grayson seconded; motion carried with a vote of 4 in favor – 0 opposed.
6. The Board discussed oak wilt mitigation planning and budgeting for the oak wilt centers on Circle Drive and between San Leanna Drive and Katy Lane. No action was taken as quoted remained pending.
7. The Board discussed updates to the legal case involving multiple ongoing ordinance violations at 511 Hacienda Drive. No action was taken.
8. The Board considered renewal of gWorks software services for accounting, water billing, payroll, and the resident portal. Danny Villarreal moved to give notice of nonrenewal of the gWorks software services pending discussions on; Stephanie Grayson seconded; motion carried with a vote of 4 in favor – 0 opposed.
9. The Board considered amendments to the FY 2025–2026 budget as needed. Danny Villarreal moved to approve the proposed budget amendments; Stephanie Grayson seconded seconded; motion carried with a vote of 4 in favor – 0 opposed.
10. The Board reviewed the August 2026 financial report and reconciliation. Helen Rockenbaugh moved to approve the financial report and reconciliation; Stephanie Grayson seconded; motion carried with a vote of 4 in favor – 0 opposed.

D. ITEMS SCHEDULED FOR DISCUSSION

E. REPORTS AND INFORMATION

1) Mayor's Report – Mayor Molly Quirk reported on new seats on the CapMetro Small Cities Council and the future of the program. Mayor Quirk also reported on that the Village had received no inquiries to the intern position posting.

2) Zoning Report – Claire Dunn reported on open permits and one resident in violation of the Zoning Ordinance on Redbud Lanc, requesting that formal notice be sent. Council discussed inspection services.

3) Administrative Report – Rebecca Howe reported pending drainage projects, repair of the gate at San Leanna Dr, existing grants, and new opportunities for water system project grants.

4) Roads – Danny Villarreal reported on road repair needs in several spots and painting stripes at stop signs throughout the Village and at the San Leanna Dr gate.

5) Public Affairs – Mary Wright reported on upcoming events, including the Halloween block party and a Fire Station Movie Night on October 17th.

6) Public Safety – Stephanie Grayson encouraged residents to follow the Menchaca Fire Department on Nextdoor for important updates. Mrs. Grayson also reported on reported political sign vandalism, a stop signing having been hit by a vehicle on San Leanna Dr, and the upcoming National Night Out event on October 6th.

7) Water – Jonathan Fein sent an email that reported on the drought status and the status of the water system. The Aquifer District was in Stage 3 Exceptional Drought Status with a mandatory 40% conservation period. The City of Austin was in Conservation Stage. Mr. Fein reported that the water system was running smoothly and that well levels had fallen 4.5 ft. since the previous month, to a level of 152.4 ft. The burn ban was in effect.

8) Environmental – Helen Rockenbaugh reported on end of year tree maintenance, the upcoming Arbor Day event on November 7th, and relayed Cahir Doherty's report on tree status.

F. ADJOURNMENT

Danny Villarreal moved to adjourn the meeting; Stephanie Grayson seconded; meeting adjourned at 8:41 pm.

Gmail

Rebecca Howe <rebecca@sanleannatx.com>

REQUEST FOR GARAGE VARIANCE AT 808 INDIAN TREE TRL. SAN LEANNA, 78748

Joseph Lynde [redacted]
Reply-To: Joseph Lynde [redacted]
To: "VILL OF SAN LEANA Rebecca:)" <village@sanleannaatx.com>
Cc: Rebecca Howe <village@sanleannatx.com>

hi rebecca,

thank you and the san leanna village staff and council for the consideration of my variance request to build a garage next to my home.(on west side).

after careful evaluation by myself, my architect and builder/ contractor friend, this location was the only feasible site that would fit on my lot due to large heritage oak trees behind my house and steep grade sloping downward on north side of house (behind home). . large heritage oak trees are also located on the east, and south side of the home.

also, putting it behind my house (location of 3 large heritage oak trees) would not be appreciated by my neighbor to the north (danny:) as it would be close to his back yard and lot line.

behind my home (north side) having a steep slope downward, it would interfere with my lots natural drainage and protection from potential flood water from creek located north of our subdivision . flood waters would put any structure there at risk.

by placing on the desired location, no heritage oak trees are affected at all and it's the only logical placement for aging owners like me to be close proximity to the front door entrance or rear patio entrance, day or night. this is standard location for the garage for almost all homes.

this desired location is also the safest due to level ground and would be a lit walkway to home entrance.

this location also requires the shortest driveway to indian tree trl road and covers the least amount of nature grass/ land to allow rains to soak into the soil.

i was not aware of having to let my neighbors know of plans (danny:) or would of done so.
the way my lot is situated, i really only have one neighbor to the north, (can't see any other homes from my home view or location.)

once again thank your for your consideration and appreciate your help granting the variance.

best regards, joe
home owner

Joseph Lynde
LYNDE INVESTMENTS
C. [redacted]

PS. i forgot to include that i designed the garage to look like the existing home style and architecture. and, i kept the overall height at @ 12 feet so as low as possible (very low visual impact and will have matching stucco and brick finish as house.

OFFICIAL BALLOT

Texas Municipal League (TML) Region 10 Director Election

This is the official ballot for the election of the Region 10 director of the TML Board of Directors. You received this ballot because you are the city's primary contact person with TML. Each TML member city is entitled to one vote, which vote must be cast by a majority vote of the city's governing body. Please record your city's choice by placing an "X" in the square beside the candidate's name or writing in the name of an eligible person in the space provided. You can only vote for one candidate.

The officials listed on this ballot have been nominated to serve a two-year term on the TML Board of Directors. A brief biography for each candidate is included after the ballot.

Ballots must reach the TML office by 5:00 p.m. Central Time on November 5, 2026. Ballots received after this date cannot be counted. **The ballot must be properly signed and mailed to: Rachael Pitts, Texas Municipal League, 1821 Rutherford Lane, Suite 400, Austin, TX 78754, or scanned and emailed to rpitts@tml.org. If the ballot is not signed, it will not be counted.**

Region 10 Director (select one)

☐ **Jimmy Jenkins, Councilmember, Smithville (Incumbent)**

☐ **Na'Cole Thompson, Mayor, Leander**

Certificate

I certify that the vote cast above has been cast in accordance with the will of the majority of the governing body of the city named below.

Witness my hand, this _____ day of _____, 2026.

_____ _____

Signature of Authorized Official Title

_____ _____

Printed Name of Authorized Official Printed Name of City

Region 10 Director Candidate Biographies



Jimmy Jenkins, Councilmember, Smithville (Incumbent)
Jimmy Jenkins is retired from American Airlines and returned home to Smithville in 2018. He was born in Wichita Falls and has been a tradesman all his life. After retirement, he wanted to keep his mind and body active and started attending council meetings. In 2023, he ran for and was elected to the Smithville City Council and was re-elected in 2025. Smithville is on the edge of the rapid growth occurring in Bastrop County, and Jenkins expects that growth to reach the city's doorstep within the next two to three years. As a councilmember, he has been very active in the Texas Municipal League (TML), Capital Area Regional Transportation Planning Organization (CARTPO), the Bastrop County Public Health Taskforce, and other city-related organizations and initiatives. Managing land use, working with officials to protect the City's ability to govern, and managing infrastructure are his top priorities. Jenkins was appointed to serve on the 2024 and 2026 TML Policy Summits, where he worked to protect cities' rights to govern and promote good legislation. He is a firm believer that by working together, cities and towns can improve the lives of constituents and make cities better. His priorities for Region 10 include listening to the perspectives of member cities, supporting collaboration among municipal leaders, and ensuring that the ideas and concerns of the region are effectively communicated to TML leadership. He is committed to supporting strong communities and maintaining the quality of life that makes Texas a desirable place to live, work, and raise a family.



Na'Cole Thompson, Mayor, Leander
Na'Cole Thompson made history with her election as the mayor of Leander on February 7, 2026, after serving three terms as mayor pro tem and on city council since 2021. A native Texan, small business owner, and community leader, she is known for bringing people together, strengthening small businesses, and leading initiatives in public safety, civic engagement, and cultural celebration. Through regional leadership with organizations like Capital Area Metropolitan Planning Organization, Capital Area Council of Governments, and Brushy Creek Regional Utility Authority, Thompson continues to shape the future of Central Texas with a leadership style rooted in trust, collaboration, and results.

RESOLUTION NO. R 26-002

A RESOLUTION OF THE VILLAGE OF SAN LEANNA, TEXAS, DESIGNATING AN OFFICIAL NEWSPAPER FOR FISCAL YEAR 2026-2027

WHEREAS, the Village of San Leanna is required to adopt an official municipal newspaper at the beginning of each fiscal year, as per Chapter 52.004 of the Texas Local Government Code; and

WHEREAS, The Hays Free Press, a newspaper published in the City of Kyle, has a local circulation, is printed once per week, and meets the statutory requirements for official newspapers;

NOW, THEREFORE, BE IT RESOLVED,

That the Board of Aldermen of the Village of San Leanna hereby designates the Hays Free Press as the official newspaper for publication of all notices required by Texas state law during FY 2026-2027.

PASSED AND APPROVED on this 15h day of October, 2026 by a vote of ____ in favor ____ opposed.

_____
Molly Quirk
Mayor, Village of San Leanna

Attest:

_____
Rebecca Howe
City Administrator

TREE CITY USA®
An Arbor Day Foundation Program

★★★ OFFICIAL PROCLAMATION ★★★

Resolution No. 26-003

WHEREAS in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees, ***and***

WHEREAS this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, ***and***

WHEREAS Arbor Day is now observed throughout the nation and the world, ***and***

WHEREAS trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife, ***and***

WHEREAS trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, ***and***

WHEREAS trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, ***and***

WHEREAS trees — wherever they are planted — are a source of joy and spiritual renewal.

NOW, THEREFORE, I, Molly Quirk, Mayor of the Village of San Leanna, do hereby proclaim November 7, 2026 as **ARBOR DAY** In the Village of San Leanna, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, ***and***

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

DATED THIS 15th day of October, 2026

Mayor _____

Arbor Day Foundation®

Financial Policy

PURPOSE:

To establish guidelines and procedures for accounting and auditing; financial planning; budgeting and budget transfers; revenues; operating and debt reserves; personnel; purchasing and fixed assets; debt management and investment and cash management.

A. GENERAL

1. The Village will operate on a fiscal year which begins on October 1 and ends on September 30.

2. The Village will conduct its financial affairs in conformity with state and federal laws. These Financial Policies shall be approved by Village of San Leanna Board of Aldermen (Board) and reviewed on an annual basis as a part of the budget development process.

B. ACCOUNTING, AUDITING AND FINANCIAL PLANNING

1. The Finance Department maintains records on a basis consistent with generally accepted accounting principles (GAAP) including standards for local government accounting, as determined by GASB and GFOA.

2. Regular monthly and annual financial reports are issued summarizing financial activity. The monthly financial reports are provided to The Board and are included on the monthly regular Board of Aldermen meeting agenda.

3. The monthly and annual financial reports shall be accompanied by the corresponding bank reconciliation report.

4. A financial audit is performed annually by an independent public accounting firm, which is published and issued.

- Annually, The Board will accept the audited Comprehensive Annual Financial Report for the prior fiscal year.

- Annual audit materials are due to the Auditor by November 30 of the ending fiscal year, unless extenuating circumstances have been presented and approved by the Board of Aldermen

4. Full disclosure is provided in the monthly and annual financial and budget reports.

C. BUDGETING

1. The Village budgets resources on a fiscal year which begins October 1 and ends the following September 30.

2. The City Administrator develops an internal budget calendar and provides all pertinent resources to the Mayor, Alderpersons, and staff necessary to develop the proposed budget.

3. A structurally balanced proposed budget will be prepared and distributed to The Board of Aldermen in accordance with the Village charter and the fund balance requirement set forth in these financial policies.

4. The proposed budget document shall include:

    - A budget message
    - Fund balance schedules that include expected revenue and expenditures for all funds
    - An analysis of property valuations and tax rates for the last five years
    - Revenue estimates
    - Operating expenditures by department and expense category (delineated below)
    - Debt service costs (delineating principal and interest) by issuance and a description of outstanding debt issuances
    - A statement of expenditures for debt proceeds
    - Descriptions of departments functions and mission
    - Description of capital projects included for funding in the proposed budget
    - A list of authorized positions by department and division (where appropriate)
    - The budget and tax ordinances adopted by The Board of Aldermen

5. Village The Board of Aldermen will adopt the tax rate and budget by ordinance in accordance with State and County statute.

6. Detailed expenditures by line item and by department (divisions where appropriate) are maintained by the City Administrator.

7. Departments are accountable for not exceeding their annual budgetary appropriations.

8. Budget Amendment Process

    - In the Adopted Budget document, appropriations are approved by the Board of Aldermen at the Department and/or fund level within a certain expenditure category.

    - If the departmental and/or fund budget(s) need to be increased/decreased (amended), Board of Aldermen approval by ordinance will be required.

D. LONG TERM FINANCIAL PLANNING

1. The Village of San Leanna prepares and presents a long range, five year financial forecast which:

    - updates reserve and expenditure projections for the next five years;
    - projects debt service requirements and potential capacity over the five year period, including operating costs associated with all projects;
    - projects revenue and expenses for each year in the period; and
    - describes strategic issues that present the Village with challenges and opportunities for the future.

E. RESERVES

1. The Village of San Leanna will maintain an operating reserve for use in the event of unanticipated, extraordinary expenditures and/or the loss of a major revenue source. In the General Fund, the operating reserve and specified contingencies shall be established at a minimum of twenty-five (25) percent of the General Fund budgeted expenditures for the current fiscal year. The Village Board of Aldermen may establish a higher reserve target than twenty-five (25) percent if it is determined there are benefits to do so. That target is established during the budget development process and incorporated into the Proposed Budget document.

2. For all Special Revenue Funds, the Village shall strive to maintain reserves equal to ten (10) percent of the budgeted annual expenditures.

3. For all Enterprise Funds, the Village shall strive to maintain reserves equal to twenty-five (25) percent of the budgeted annual expenditures. These funds can only be appropriated by The Board of Aldermen.

4. Capital project funds' reserves (contingencies) will be established by project, not by fund and will manage on a project by project basis.

5. The Village will maintain a balance in the Debt Service Fund equal to not less than ten (10) percent of the principal and interest payments on outstanding debt for each fiscal year. These funds can only be appropriated by the Village Board of Aldermen.

F. PERSONNEL

1. At no time shall the number of regular employees on the payroll in each department exceed the total number of positions authorized by the Village Board of Aldermen. All personnel actions shall always be in strict conformance with applicable federal, state, and Village policies.

2. Village Board of Aldermen shall approve all authorized regular (full time, part time and seasonal) positions through the annual budget adoption process. Any subsequent additions or deletions to the total number of positions requires Board approval.

3. The Village maintains written Personnel Policies and Records.

G. PURCHASING, CONTRACTING AND FIXED ASSETS

1. The Village maintains internal purchasing policies that ensure that purchasing is done in accordance with Village Charter and Local Government Code. Staff complies with additional state and federal statute(s) required by grants/alternative funding sources.

2. All Village of San Leanna purchases of goods or services will be made in accordance with the Village's Financial Policy and in compliance with State law. The Village's financial policy is more restrictive than the State law.

3. The Village will make its best effort to obtain quotes for goods and services through historically underutilized businesses for all expenditures between $3,000 and $50,000.

4. By Village policy, all purchases and invoices greater than $5,000 require approval from The Board of Aldermen.

5. State law requires any purchases exceeding $50,000 to be conducted through a formal bid process unless exempt under Sec. 252.022 of the Texas Local Government Code.

6. All purchases of fixed assets with a value of $5,000 or more will be placed on the Village inventory.

7. The Village will maintain these assets at a level adequate to protect the Village's capital investments and to minimize future maintenance and replacement costs by:

- Developing and maintaining strategies for the identification and financing of capital improvement projects; and
- Providing for adequate maintenance of capital plant and equipment replacement in the annual operating budget.
- The Village shall strive to maintain reserves for equipment replacement, computer replacement, facilities maintenance and parks maintenance.

8. Where possible, items in good, safe, useable condition will be placed in surplus to be used to supplement expenditures for new budgeted capital purchases or to supply needed unbudgeted new and replacement equipment.

9. The City Administrator has the authority to declare items with a value of no greater than $1,000 as surplus and/or salvage for auctioning purposes.

H. DEBT MANAGEMENT

1. The Village will not use long term debt for current operations

2. The Village will adhere to the following when it finds it necessary to issue debt instruments:

   - Average weighted general obligation bond maturities will not exceed twenty (20) years.

   - The term of any debt issuance will not exceed the useful life of the capital project, facility or equipment for which the borrowing is intended.

3. Interest earnings on debt service fund balances will be used to make debt service payments or support reserve requirements;

4. The Village maintains written procedures to ensure compliance with federal tax covenants regarding arbitrage, private business use, record retention, etc.

5. The Village will consider opportunities to refund existing debt issuances if the savings on the current principal and interest payments over the remaining life of the debt.

I. INVESTMENTS

1. In accordance with the Public Funds Investment Act, the Village maintains a written Investment Policy adopted by The Board of Aldermen and reviewed annually.

2. The Village's investment portfolio shall be managed in accordance with the Public Funds Investment Act and the Village's Investment Policy.

J. PROMPT PAYMENT

1. All invoices approved for payment by the proper Village authorities shall be paid by the City Administrator within thirty (30) calendar days of receipt in accordance with the provisions of Article 601f, Section 2 of the State of Texas Civil Statutes.

2. The City Administrator shall establish and maintain procedures, which will enable the Village to take advantage of all purchase discounts, when possible.

K. CASH MANAGEMENT AND INTERNAL CONTROLS

1. Written guidelines on cash handling, segregation of duties, and other financial matters shall be maintained.

2. The Village shall maintain an internal control matrix document that illustrates effective separation of duties.

3. The Village shall conduct periodic self-assessments of all internal control and cash handling procedures.

4. Staffing and training shall be reviewed periodically to ensure adequacy.

5. Daily deposits shall be performed unless amounts collected warrant less frequent deposits.

Resolution No. 26-004
A RESOLUTION OF THE VILLAGE OF SAN LEANNA, TEXAS APPROVING AND ADOPTING THE COMPREHENSIVE FINANCIAL POLICY FOR FISCAL YEAR 2026-2027

WHEREAS, the Board of Aldermen of the Village of San Leanna is charged with the prudent oversight and management of the Village's financial affairs; and

WHEREAS, the Village maintains a comprehensive Financial Policy to institutionalize sound financial management practices, promote fiscal stability, and ensure compliance with applicable laws and reporting requirements; and

WHEREAS, the Board of Aldermen has reviewed the Comprehensive Financial Policy for the Fiscal Year 2026-2027, which incorporates updates necessary for efficient and transparent financial operations; and WHEREAS, the Village's existing policy requires that any changes made to the Financial Policy must be noted in the adopting resolution; now therefore,

BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE VILLAGE OF SAN LEANNA, TEXAS:

SECTION 1. ADOPTION OF FINANCIAL POLICY. The Comprehensive Financial Policy for the Village of San Leanna, Texas, for the Fiscal Year 2026-2027, attached hereto and incorporated herein by reference, is hereby approved and adopted.

SECTION 2. NOTIFICATION OF CHANGES TO FINANCIAL POLICY. The Board of Aldermen hereby notes and adopts the following specific amendments to the Comprehensive Financial Policy for Fiscal Year 2026-2027:

1. **None.**

SECTION 3. EFFECTIVE DATE. This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND APPROVED this 15th day of October 2026.

_____ Molly Quirk, Mayor

ATTEST:

_____ Rebecca Howe, City Administrator

Village of San Leanna, Texas

INVESTMENT POLICY AND STRATEGY

Adopted October 15, 2026

I. INTRODUCTION

It is the policy of the Village of San Leanna that the administration of its funds and the investment of those funds shall be handled as its highest public trust. Investments shall be made in a manner which will provide the maximum security of principal while meeting the daily cash flow needs of the Village and conforming to the Public Funds Investment Act (the "Act") Texas Government Code Chapter 2256. It is the intent of the Village to be in complete compliance with local law and the Act.

The receipt of a market rate of return will be secondary to the requirements for safety and liquidity. The earnings from investment will be used in a manner that best serves the interests of the Village.

The purpose of this Policy is to set specific investment policy and strategy guidelines. Direct specific investment parameters for the investment of public funds in Texas are found in the Act. The Public Funds Collateral Act, Chapter 2257, Texas Government Code, specifies collateral requirements for all public Texas funds deposits.

II. SCOPE

This investment policy applies to all financial assets of the City and any new funds created unless specifically exempted by the City Council and this Policy.

III. OBJECTIVES

It is the policy of the City that all funds shall be managed and invested with four primary objectives, listed in order of their priority: safety, liquidity, diversification and yield. Investments are to be chosen in a manner which promotes diversity. To match anticipated cash flow requirements the maximum weighted average maturity (WAM) of the overall portfolio may not exceed 6 months.

Safety

The primary objective of the investment activity is the preservation of capital. Each investment transaction shall be conducted in a manner to avoid capital losses, whether from security defaults, safekeeping, or erosion of market value. Investments in high credit quality securities and decisions based on anticipated cash needs are primary factors in providing safety.

Liquidity

The investment portfolio shall be structured to meet all expected obligations in a timely manner. This shall be achieved by matching investment maturities with forecasted cash flow liabilities and maintaining additional liquidity for unexpected liabilities.

Diversification

The portfolio shall be diversified by institution, market sector and maturity as much as possible.

Yield

The benchmark for the commingled portfolio shall be the comparable period 6-month U.S. Treasury Bill, designated for its comparability to the expected average cash flow pattern and the Policy maximum weighted average maturity (WAM) limit of 6 months. The investment program shall seek to augment returns above this threshold consistent with risk limitations identified and the Village's prudent investment strategy.

Cash management is the process of managing funds in order to insure maximum cash availability and reasonable yield on short-term investments. The Village shall strive for a cash management program which includes timely collection of accounts receivable, vendor payments in accordance with invoice terms, and prudent investment of assets.

IV. INVESTMENT STRATEGY

The Village may maintain one commingled portfolio for investment purposes which incorporates the specific uses and the unique characteristics of the funds in the portfolio. The investment strategy has as its primary objective assurance that anticipated liabilities are matched and adequate investment liquidity provided. The Village shall pursue a conservative portfolio management strategy based on a buy-and-hold philosophy. This may be accomplished by creating a laddered maturity structure with some extension for yield enhancement. The maximum maturity of any security will be one year and the maximum dollar weighted average maturity of 6 months or less will be calculated using the stated final maturity date of each security.

The investment strategy for debt service funds shall have as its primary objective the timely payment of debt service obligations. Successive debt service dates will be fully funded before any investment extensions are made.

V. DELEGATION OF RESPONSIBILITY

No unauthorized person may engage in an investment transaction and all transactions shall be executed as provided under the terms of this Policy and its supporting procedures.

Investment Officer(s)

The City Administrator will be designated as Investment Officer, by Board of Aldermen resolution, responsible for investment decisions and activities. The Investment Officer is responsible for creating and maintaining the portfolio in accordance with this Policy, providing timely quarterly reporting to the Council, and establishing supporting procedures. The Village may further contract with an SEC registered investment adviser for non-discretionary management of the portfolio.

All investment officers shall attend at least ten (10) hours of training, from sources approved by the Board of Aldermen, within twelve months of designation as investment officer and shall attend eight (8) hours of training every two successive fiscal years.

Investment Officers shall refrain from personal and business activity that could conflict with proper execution of the investment program or which could impair their ability to make impartial investment decisions. Disclosure shall be made to the Board of Aldermen. An Investment Officer who has a personal business relationship within the two levels of blood or marriage with an organization seeking to sell an investment to the Village who meets the parameters established in the Act, shall file a statement disclosing that relationship to the Board of Aldermen and the Texas Ethics Commission.

Board of Aldermen Responsibilities

The Board of Aldermen holds ultimate fiduciary responsibility for the portfolio. It will designate investment officer(s), receive and review quarterly reporting, approve and provide for investment officer training, annually approve broker/dealers, and annually review and adopt the Investment Policy and Strategy.

VI. PRUDENCE AND CONTROLS

The standard of prudence to be applied to all Village investments shall be the "prudent person" rule, which states:

> "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration the investment of all funds under the Village's control over which the officer has responsibility rather than a consideration as to the prudence of a single investment.

The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall be responsible but not liable for a specific security's credit risk or market price changes, provided that these deviations are reported immediately, and that appropriate action is taken to control adverse developments.

Internal Controls

The Investment Officer is responsible for establishing and maintaining internal controls to reasonably assure that assets are protected from loss, theft, or misuse. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived, and, the valuation of costs and benefits requires ongoing estimates and judgments by management.

The internal controls shall address the following points at a minimum:

- Control of collusion,
- Separation of transaction authority from accounting and record keeping,
- Safekeeping of owned and pledged securities,
- Clear delegation of authority,
- Written confirmation for all transactions, and
- Review, maintenance, and monitoring of security procedures both manual and automated.

Annually the Investment Officer shall perform an internal compliance audit to assure compliance with requirements of this Policy and the Act. Annually, the Village's external auditor shall review the quarterly reports.

Cash Flow Forecasting

Cash flow forecasting is designed to protect and sustain the cash flow requirements of the Village. The Investment Officer will analyze needs and maintain a cash flow plan to monitor and forecast cash positions for investment purposes.

Competitive Bidding

All security transactions will be made on documented competitive bid basis to assure the Village is receiving the best available market rates. When issued, US agency securities should be compared to other securities available in the secondary market to determine competitiveness.

Monitoring Credit Ratings

The Act requires that securities requiring a specific credit rating must be liquidated if the rating falls below the minimum rating. The Investment Officer shall monitor, on no less than a monthly basis, the credit rating on all authorized investments in the portfolio for which the policy requires a credit rating. The rating should be based upon independent information from a nationally recognized rating agency. If any security falls below the minimum rating required by Policy, the Investment Officer shall notify the Board of Aldermen of the loss of rating, and liquidation options within two days.

Monitoring FDIC Status for Mergers and Acquisitions

A merger or acquisition of brokered CDs into one bank reduces FDIC coverage. The Investment Officer shall monitor, on no less than a weekly basis, the status and ownership of all banks issuing brokered CD securities owned by the Village based upon information from the FDIC (fdic.gov). If any bank has been acquired or merged with another bank in which brokered CDs are owned by the Village, the Investment Officer or Adviser shall immediately liquidate any brokered CD which places the Village above the FDIC insurance level.

VII. AUTHORIZED INVESTMENTS

Assets of the Village may be invested only in the following instruments as further defined by the Act. If changes are made to the Act they will not be authorized until this Policy is modified and adopted by the Board of Aldermen. All investment transactions will be made on a competitive basis.

A. Fully insured or collateralized depository certificates of deposit from banks in Texas, with a maximum maturity of 12 months insured by the Federal Deposit Insurance Corporation, or its successor, or collateralized in accordance with this Policy.

B. AAA-rated, Texas Local Government Investment Pools which strive to maintain a $1 net asset value (NAV) AND as defined by the Act and authorized by resolution of the Board of Aldermen.

C. AAA-rated, SEC registered money market mutual funds in compliance with SEC Rule 2a-7 and striving to maintain a $1 net asset value.

D. FDIC insured, brokered certificates of deposit securities from a bank in any US state, delivered versus payment (DVP) to the City's safekeeping agent, not to exceed 12 months to maturity. Before purchase, the Investment Officer must verify the FDIC status of the bank on www.fdic.gov to assure that the bank is FDIC insured.

E. FDIC insured or collateralized interest bearing and money market accounts from any FDIC insured bank in Texas.

Delivery versus Payment

All securities shall be purchased on a delivery versus payment (DVP) settlement basis. Funds shall not be released until receipt of the security by the Village's approved safekeeping depository. The depository shall provide the Village with proof of ownership or claim by an original document delivered to the Village.

VIII. REPORTING

Quarterly Reporting

The Investment Officers shall prepare and submit a signed quarterly investment report to the Board of Aldermen in accordance with the Act giving detail information on each portfolio and bank position and summary information to permit an informed outside reader to evaluate the performance of the investment program. The report will include the following at a minimum:

- A full description of each individual security or bank/pool position held at the end of the reporting period including the amortized book and market value at the beginning and end of the period,
- Unrealized gains or losses (book value minus market value),
- Overall change in market value during the period as a measure of volatility,
- Weighted average yield of the portfolio and its applicable benchmarks,
- Earnings for the period (accrued interest plus accretion minus amortization),
- Allocation analysis of the total portfolio by market sector and maturity, and

- Statement of compliance of the investment portfolio with the Act and the Investment Policy signed by the Investment Officer(s).

Market prices for the calculation of market value will be obtained from independent sources.

IX. FINANCIAL COUNTER-PARTIES

Depository

At least every five years, a banking services depository shall be selected through a competitive request for proposal [application] or bid process in accordance with the Texas Government Code 105. In selecting a depository, the services, cost of services, credit worthiness, earnings potential, and collateralization by the institutions shall be considered. If securities require safekeeping, the RFP/bid will request information on safekeeping services. The depository contract will provide for collateral if balances exceed the FDIC insurance balance per tax identification number.

All time and demand deposits in any depository of the Village shall be insured or collateralized at all times in accordance with this Policy.

Other banking institutions, from which the Village may purchase certificates of deposit or place interest bearing accounts, will also be designated as a depository for depository/collateral purposes. All depositories will execute a depository agreement and have the Bank's Board or Bank Loan Committee pass a resolution approving the agreement if collateral is required.

Security Broker/Dealers

All broker/dealers who desire to transact business with the Village must supply the following documents to the Investments Officer(s).

- Financial Industry Regulatory Authority (FINRA) certification and CRD #
- proof of Texas State Securities registration

Each broker/dealer will be sent a copy of the City's investment policy. If material changes are made to the policy, the new policy will be sent to the broker/dealer.

Each local government pool must be provided a copy of the Village's current Investment Policy and certify to a review of the Policy stating that the pool has controls in place to assure only Policy approved investments will be sold to the Village.

A list of qualified broker/dealers will be reviewed and approved at least annually by the Board of Aldermen. In order to perfect the DVP process the banking services depository, or its brokerage subsidiary, will not be used as a broker.

XI. COLLATERAL

Time and Demand Deposits Pledged Collateral

All bank time and demand deposits shall be collateralized above the FDIC coverage by pledged collateral. In order to anticipate market changes and provide a level of security for all funds, collateral will be maintained and monitored by the pledging depository at a market value of 102% of the deposited principal and accrued interest on the deposits. The bank shall monitor and maintain the margins on a daily basis.

Collateral pledged to secure deposits shall be held by an independent financial institution outside the holding company of the depository. If required, the collateral agreement with the depository shall be approved by resolution of the Bank Board or Bank Loan Committee. The Custodian or bank shall provide a monthly report of collateral directly to the Village.

All collateral shall be subject to inspection and audit by the Village or its independent auditors.

Authorized Collateral

Only the following securities are authorized as collateral for time and demand deposits or repurchase agreements:

A. FDIC insurance coverage.
B. Obligations of the United States, its agencies or instrumentalities, or evidence of indebtedness of the United States guaranteed as to principal and interest including MBS and CMO which pass the bank test.
C. Obligations of any US state or of a county, City or other political subdivision of any state having been rated as investment grade (investment rating no less than "A" or its equivalent) by two nationally recognized rating agencies.
D. Letter of Credit from the FHLB.

Preference will be given to pledged collateral securities.

XI. SAFEKEEPING

All purchased securities are to be cleared to the Village's safekeeping agent on a delivery versus payment (DVP) basis. All safekeeping arrangements shall be approved by the Investment Officer and an agreement of the terms executed in writing. The independent third-party safekeeping agent shall be required to issue safekeeping receipts to the Village listing each specific security, rate, description, maturity, cusip number, and other pertinent information.

XII. INVESTMENT POLICY ADOPTION

The Village of San Leanna's Investment Policy shall be reviewed and adopted by resolution of the Board of Aldermen no less than annually. Any changes made to the Policy must be noted in the adopting resolution.

Resolution No. 26-005

A RESOLUTION OF THE VILLAGE OF SAN LEANNA, TEXAS ADOPTING UPDATED INVESTMENT POLICY

WHEREAS, the Board of Aldermen of the Village of San Leanna has reviewed the Village's Investment Policy for Fiscal Year 2026-27; and

WHEREAS, there is a continuing need to invest and reinvest the Village's funds in order to manage properly the fiscal affairs of the Village and to comply with other pertinent resolutions and ordinances of the Village; and

WHEREAS, The Public Funds Investment Act as amended (the "Act") authorizes the Village to invest and reinvest its available funds in authorized investments; and

WHEREAS, the Act requires the Village to adopt a written investment policy regarding the investment of its funds, designating investment officers to carry out investment policies, and make various provisions related thereto: now therefore,

BE IT RESOLVED BY THE BOARD OF ADLERMEN OF THE VILLAGE OF SAN LEANNA, TEXAS:

SECTION 1. That the attached Investment Policy, for the Village of San Leanna, Texas, is hereby approved and adopted.

SECTION 2. **CHANGES TO THE INVESTMENT POLICY** The Board of Aldermen hereby notes and adopts the following amendments to the Investment Policy, authorizing the investment in Certificates of Deposit:

1. None.

PASSED AND APPROVED this 15th day of October 2026.

_____ Molly Quirk, Mayor

ATTEST:

_____ Rebecca Howe, City Administrator

WATER FUND

REVENUES:

ACCOUNT	ACCOUNT NAME		AMENDED BUDGET 2025-2026
201	WATER BILLING	$ 125,000.00	$ 125,000.00
202	WATER TAP FEES	$ 9,600.00	$ 9,600.00
203	METER DEP/CONNECT FEES	$ 1,000.00	$ 1,000.00
204	MISCELLANEOUS	$ 100.00	$ 100.00
205	TRANSFER FROM RESERVE	$ 12,648.00	$ 13,878.00
	TOTALS:	$ 148,348.00	$ 149,578.00

EXPENSES:

ACCOUNT	ACCOUNT NAME	ADOPTED BUDGET 2025-2026	AMENDED BUDGET 2025-2026
210	WATER OPERATOR	$ 37,128.00	$ 37,128.00
211	DISTRICT FEES	$ 6,200.00	$ 6,200.00
212	MAINTENANCE/REPAIR	$ 30,000.00	$ 30,000.00
213	ELECTRICITY	$ 9,000.00	$ 10,000.00
214	BOOKKEEPER	$ 24,000.00	$ 24,200.00
215	BILLING SUPPLIES	$ 1,900.00	$ 1,900.00
216	METER READER	$ 4,320.00	$ 4,350.00
217	METER REFUNDS	$ 1,000.00	$ 1,000.00
218	MISCELLANEOUS	$ 100.00	$ 100.00
220	CITY OF AUSTIN CONTRACT	$ 5,200.00	$ 5,200.00
221	CITY OF AUSTIN WATER	$ 25,000.00	$ 25,000.00
222	ASSISTANT WATER OPERATOR	$ 4,500.00	$ 4,500.00
	TOTALS:	$ 148,348.00	$ 149,578.00

VILLAGE OF SAN LEANNA

ORDINANCE NO. 26-006
AMENDMENT TO MUNICIPAL BUDGET FOR FY 2025-2026

AN ORDINANCE OF THE VILLAGE OF SAN LEANNA, TEXAS, AMENDING THE OFFICIAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025 AND ENDING SEPTEMBER 30, 2026; PROVIDING FOR THE APPROPRIATION OF ADDITIONAL FUNDS; PROVIDING FOR THE REALLOCATION OF CERTAIN EXPENDITURES; PROVIDING A SEVERABILITY CLAUSE; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the municipal budget for the Village of San Leanna for fiscal year 2025-2026 was approved on the 18th day of September, 2025; and

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

WHEREAS, the Mayor, as Budget Officer, has identified a need to amend the budget to account for tax payment schedules and :and

WHEREAS, Section 102.010 of the Texas Local Government Code allows the Board of Aldermen to make changes in the budget for municipal purposes; and

WHEREAS, the Board of Aldermen finds that these changes are warranted for the efficient operation of the Village and serve a public purpose;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE VILLAGE OF SAN LEANNA, TEXAS:

Section 1. Findings

The statements and recitals set forth in the preamble of this ordinance are hereby found to be true and correct and are incorporated herein by reference.

Section 2. Amendment to Expenditures

The official budget of the Village of San Leanna for the fiscal year beginning October 1, 2025 and ending September 30, 2026, is hereby amended as follows:

WATER FUND REVENUES:	**From**	**To**
a) Item # 205 – TRANSFER FROM RESERVE	$ 12,878.00	$ 13,878.00

EXPLANATION OF AMENDMENT:

a) Transfer from Reserve amended to balance Revenues and Expenses.

WATER FUND EXPENSES:	**From**	**To**
a) Item # 213 – ELECTRICITY	$ 9,000.00	$ 10,000.00

EXPLANATION OF AMENDMENT:

a) Electricity budget amended to provide for increased rats through Pedernales Electric Coop.

Section 3. Filing of Amendment

As required by law, a copy of this amended budget shall be filed with the Village Administrator and the County Clerk of Travis County, and shall be posted on the Village website.

Section 4. Severability

If any section or part of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions.

Section 5. Effective Date

This ordinance shall take effect immediately upon its passage and approval.

PASSED AND APPROVED on this 15th day of October, 2026, 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 Administrator

VILLAGE OF SAN LEANNA
GENERAL FUND REPORT
9-1-2026 -- 9-30-2026

REVENUES:

ACCOUNT	ACCOUNT NAME	CURRENT MONTH	YTD. BEG. CURRENT MO	YTD. END OF CURRENT MO		AMENDED BUDGET
101	PROPERTY TAXES	$ 179.94	$ 323,844.07	$ 324,024.01	$ (14,024.01)	$ 310,000.00
102	FRANCHISE TAXES	$ 48.29	$ 13,872.59	$ 13,920.88	$ 1,079.12	$ 15,000.00
103	INTEREST	$ 2,464.91	$ 25,830.84	$ 28,295.75	$ (13,295.75)	$ 15,000.00
104	BUILDING PERMITS	$ -	$ 340.00	$ 340.00	$ 4,660.00	$ 5,000.00
106	MISCELLANEOUS	$ -	$ 150.00	$ 150.00	$ (50.00)	$ 100.00
107	TRANSFER FROM RESERVE	$ -	$ -	$ -	$ 12,740.00	$ 12,740.00
108	REAL PROPERTY	$ -	$ -	$ -	$ -	$ -
	TOTALS:	$ 2,693.14	$ 364,037.50	$ 366,730.64	$ (8,890.64)	$ 357,840.00

EXPENSES:

ACCOUNT	ACCOUNT NAME	CURRENT MONTH	YTD. BEG. CURRENT MO	YTD. END OF CURRENT MO	DIFFERENCE	AMENDED BUDGET
112	ROAD MAINTENANCE	$ 1,450.00	$ 27,149.30	$ 28,599.30	$ 21,400.70	$ 50,000.00
113	CITY ADMINISTRATOR	$ 4,000.00	$ 44,392.26	$ 48,392.26	$ 7.74	$ 48,400.00
114	TML INSURANCE	$ -	$ 7,081.48	$ 7,081.48	$ 518.52	$ 7,600.00
115	LEGAL	$ 884.47	$ 2,932.72	$ 3,817.19	$ 1,182.81	$ 5,000.00
116	TAXES	$ 585.23	$ 7,053.98	$ 7,639.21	$ 160.79	$ 7,800.00
117	ENVIRONMENTAL MAINTENANCE	$ 5,648.14	$ 27,759.99	$ 33,408.13	$ 26,591.87	$ 60,000.00
118	PUBLIC INFORMATION	$ -	$ -	$ -	$ 800.00	$ 800.00
119	AUDIT	$ -	$ 16,000.00	$ 16,000.00	$ -	$ 16,000.00
120	SECURITY LIGHTS	$ 243.50	$ 2,667.79	$ 2,911.29	$ 288.71	$ 3,200.00
121	OFFICE EXPENSES	$ 588.52	$ 4,033.18	$ 4,621.70	$ 28.30	$ 4,650.00
122	ORG. MEMBERSHIP DUES	$ -	$ 802.70	$ 802.70	$ 297.30	$ 1,100.00
123	APPRAISALS	$ 431.20	$ 1,289.48	$ 1,720.68	$ (20.68)	$ 1,700.00
124	BUILDING INSPECTIONS	$ -	$ 1,845.00	$ 1,845.00	$ 3,155.00	$ 5,000.00
125	MISCELLANEOUS	$ 94.97	$ 370.36	$ 465.33	$ 1,034.67	$ 1,500.00
126	ARBORIST	$ 811.00	$ 8,796.00	$ 9,607.00	$ 4,393.00	$ 14,000.00
128	COUNCIL EXPENSES	$ -	$ 86.24	$ 86.24	$ 13.76	$ 100.00
129	PUBLIC AFFAIRS	$ 549.98	$ 1,554.38	$ 2,104.36	$ 1,395.64	$ 3,500.00
130	COMMUNITY CENTER	$ 183.22	$ 19,429.97	$ 19,613.19	$ 1,386.81	$ 21,000.00
131	ENGINEER	$ -	$ -	$ -	$ 1,500.00	$ 1,500.00
132	FLOOD PREVENTION	$ 18,613.00	$ -	$ 18,613.00	$ 73,387.00	$ 92,000.00
133	EMPLOYEE REIMBURSEMENT	$ -	$ -	$ -	$ 200.00	$ 200.00
134	HEALTH DEPT. CONTRACT	$ -	$ 1,500.00	$ 1,500.00	$ -	$ 1,500.00
135	PUBLIC SAFETY	$ -	$ 994.36	$ 994.36	$ 505.64	$ 1,500.00
136	ADVISOR	$ 1,040.00	$ 11,613.44	$ 12,653.44	$ 1.56	$ 12,655.00
137	EMPLOYEE BENEFIT STIPEND	$ 250.00	$ 2,581.66	$ 2,831.66	$ 168.34	$ 3,000.00
138	DIGITAL INFRASTRUCTURE	$ -	$ 7,187.25	$ 7,187.25	$ 872.75	$ 8,060.00
	TOTALS:	$ 35,373.23	$ 197,121.54	$ 232,494.77	$ 139,270.23	$ 371,765.00

VILLAGE OF SAN LEANNA
WATER FUND REPORT
9-1-2026 -- 9-30-2026

REVENUES:

ACCOUNT	ACCOUNT NAME	CURRENT MONTH	YTD. BEG. CURRENT MO	YTD. END OF CURRENT MO	DIFFERENCE	AMENDED BUDGET
201	WATER BILLING	$ 12,898.99	$ 121,226.25	$ 134,125.24	$ (9,125.24)	$ 125,000.00
202	WATER TAP FEES	$ -	$ -	$ -	$ 9,600.00	$ 9,600.00
203	METER DEP/CONNECT FEES	$ 300.00	$ 1,350.00	$ 1,650.00	$ (650.00)	$ 1,000.00
204	MISCELLANEOUS	$ -	$ -	$ -	$ 100.00	$ 100.00
205	TRANSFER FROM RESERVE	$ -	$ -	$ -	$ 12,648.00	$ 12,648.00
	TOTALS:	$ 13,198.99	$ 122,576.25	$ 135,775.24	$ 12,572.76	$ 148,348.00

EXPENSES:

ACCOUNT	ACCOUNT NAME	CURRENT MONTH	YTD. BEG. CURRENT MO	YTD. END OF CURRENT MO	DIFFERENCE	BUDGET
210	WATER OPERATOR	$ 3,094.00	$ 34,034.00	$ 37,128.00	$ -	$ 37,128.00
211	DISTRICT FEES	$ 2,825.36	$ 3,295.44	$ 6,120.80	$ 79.20	$ 6,200.00
212	MAINTENANCE/REPAIR	$ 972.84	$ 13,255.41	$ 14,228.25	$ 15,771.75	$ 30,000.00
213	ELECTRICITY	$ 1,171.56	$ 8,753.31	$ 9,924.87	$ 75.13	$ 10,000.00
214	BOOKKEEPER	$ 2,000.00	$ 22,196.13	$ 24,196.13	$ 3.87	$ 24,200.00
215	BILLING SUPPLIES	$ 153.23	$ 1,514.00	$ 1,667.23	$ 232.77	$ 1,900.00
216	METER READER	$ 360.00	$ 3,985.24	$ 4,345.24	$ 4.76	$ 4,350.00
217	METER REFUNDS	$ -	$ 300.00	$ 300.00	$ 700.00	$ 1,000.00
218	MISCELLANEOUS	$ -	$ -	$ -	$ 100.00	$ 100.00
220	CITY OF AUSTIN CONTRACT	$ -	$ -	$ -	$ 5,200.00	$ 5,200.00
221	CITY OF AUSTIN WATER	$ 345.21	$ 11,107.62	$ 11,452.83	$ 13,547.17	$ 25,000.00
222	ASSISTANT WATER OPERATOR	$ 375.00	$ 4,125.00	$ 4,500.00	$ -	$ 4,500.00
	TOTALS:	$ 11,297.20	$ 102,566.15	$ 113,863.35	$ 35,714.65	$ 149,578.00

CHECKING ACCOUNT BALANCE:			**TEXPOOL BALANCE:**	
BEGINNING BALANCE	**$ 19,963.36**	$ 60,356.09	BEGINNING BALANCE	$ 783,103.66
TOTAL REVENUES	$ 15,892.13		DEPOSITS	$ -
CHECKS VOIDED - No Reissue	$ 24,500.60		INTEREST	$ 2,464.91
TRANSFER-TEXPOOL	$ 30, 000.00*			
TOTAL EXPENSES	$ 16,670.43		TOTAL	$ 785,568.57
HMPG EXPENSE	$ 21,862.91			
TRANSFER-TEXPOOL	$ -			
INTEREST RET-TEXPOOL	$ 2,464.91	$ 70,998.25	WITHDRAWALS	$ 30, 000.00*
ENDING BALANCE		**$ (10,642.16)**		
PENDING TRANSFER		**$ 50,000.00**		
ADJ ENDING BALANCE		**$ 39,357.84**	**ENDING BALANCE**	**$ 785,568.57**
			PENDING TRANSFER	**$ (50,000.00)**
CHECKBOOK BALANCE		**$ 39,357.84**	**ADJ ENDING BALANCE**	**$ 735,568.57**

VILLAGE OF SAN LEANNA
FINANCIAL REPORT
9-1-2026 -- 9-30-2026

ROAD IMPROVEMENT FUND 2022 - 2026

REVENUES		CURRENT MONTH	YTD TOTAL	DIFFERENCE	BUDGET 25-26
301	CAPITAL METRO - BTC FUNDING 2022-2026	$ -	$ 54,594.54	$ (29,594.54)	$ 25,000.00
302	TRANSFER - CAPITAL METRO - RESERVED FUNDS	$ -	$ -	$ -	$ -
303	CAPMETRO - BTC - PROJECT REIMBURSEMENT 2022	$ -	$ -	$ -	$ -
304	TRANSFER - ROAD PROJECT RESERVED FUNDS	$ -	$ -	$ -	$ -
	TOTALS:	$ -	$ 54,594.54	$ (29,594.54)	$ 25,000.00
EXPENSES					
310	ROAD IMPROVEMENT - Chapel Ln	$ -	$ -	$ -	$ -
311	ENGINEERING AND ADMINISTRATION EXPENSE	$ -	$ -	$ 10,000.00	$ 10,000.00
	TOTALS:	$ -	$ -	$ 10,000.00	$ 10,000.00

CORONAVIRUS LOCAL FISCAL RECOVERY FUNDING (CLFRF) - ARPA

REVENUES:		CURRENT MONTH	YTD TOTAL	DIFFERENCE	BUDGET 25-26
501	CORONAVIRUS LOCAL FISCAL RECOVERY FUNDING	$ -	$ -	$ -	$ -
502	CLFRF RESERVE FUNDING	$ -	$ -	$ 1,113.28	$ 1,113.28
	TOTALS:	**$ -**	**$ -**	**$ 1,113.28**	**$ 1,113.28**
EXPENSES:					
510	WATER SYSTEM IMPROVEMENTS - NORTH WELL	$ -	$ -	$ -	$ -
511	WATER SYSTEM IMPROVEMENTS - SOUTH WELL	$ -	$ -	$ -	$ -
512	PUBLIC HEALTH / INFRASTRUCTURE	$ -	$ 865.00	$ -	$ 865.00
513	ADMINISTRATION AND COMPLIANCE OVERSIGHT	$ -	$ -	$ 248.28	$ 248.28
	TOTALS:	**$ -**	**$ 865.00**	**$ 248.28**	**$ 1,113.28**

HAZARD MITIGATION GRANT PROGRAM (HMPG) - GENERATOR

REVENUES:		CURRENT MONTH	YTD TOTAL	DIFFERENCE	BUDGET 25-26
601	HAZARD MITIGATION GRANT FUNDING	$ -	$ -	$ 139,426.20	$ 139,426.20
602	LOCAL (10%) SHARE FUNDING - RESERVE	$ -	$ -	$ 15,491.80	$ 15,491.80
		$ -	$ -	$ 7,745.90	$ 7,745.90
	TOTALS:	**$ -**	**$ -**	**$ 162,663.90**	**$ 162,663.90**
EXPENSES:					
610	GENERATOR PROJECT	$ 21,862.91	$ 83,686.62	$ 71,231.38	$ 154,918.00
		$ -	$ -	$ 7,745.90	$ 7,745.90
	TOTALS:	**$ 21,862.91**	**$ 83,686.62**	**$ 78,977.28**	**$ 162,663.90**

RESERVED FUND BALANCES

WATER FUND CONTINGENCY	**$ 37,087.00**	**$ 37,087.00**
ROAD FUND:		
RESTRICTED CAPITAL METRO	$ 125,399.54	$ 125,399.54
RESERVE FOR PROJECTS	$ 70,805.00	$ 70,805.00
TOTAL ROAD RESERVE	**$ 196,204.54**	**$ 196,204.54**
GENERAL FUND CONTINGENCY	**$ 85,445.00**	**$ 85,445.00**
CLFRF - ARPA FUND RESERVE	**$ 248.28**	**$ 248.28**
CURRENT BUDGET RESERVE	**$ 484,082.20**	**$ 455,941.59**
Funds exceeding EOY Anticipated Expenses & Reserves	**$ 278,454.64**	**$ 280,956.71**
TOTAL TEXPOOL AND CHECKBOOK	$ 803,067.02	$ 774,926.41
TOTAL ALL RESERVED FUNDS	**$ 318,984.82**	**$ 318,984.82**
UNALLOCATED AVAILABLE FUNDS	**$ -**	**$ -**

Village of San Leanna

Account Reconcilement

Date: 9-30-2026

BB&T - Account Number 1440001200678

Checks Outstanding	
NO.	AMOUNT
3178	$ 485.97
3185	$ 16.24
3188	$ 404.00
3190	$ 40.00
3191	$ 9,450.00
3192	$ 834.50
3194	$ 811.00
3198	VOID
3199	$ 431.20
3200	$ 720.00
3201	$ 244.67
3202	VOID
3203	$ 390.50
3204	$ 284.67
3205	$ 1,480.18
3206	$ 811.00
3207	$ 332.46
3208	$ 375.00
3209	$ 3,147.00
3210	$ 113.78
3211	$ 1,450.00
3212	$ 2,060.00
3213	$ 14,765.00
3214	$ 3,848.00
3215	$ 350.00
3216	$ 884.47
3217	$ 2,250.00
3218	$ 1,345.18
TOTAL*	$ 47,324.82

Balance at statement date:	$	36,682.66
Service Fees:	$	(0.00)*
Pending Withdrawal:	$	0.00
Outstanding checks:	$	(47,324.82)
Pending deposits:	$	50,000.00
Checkbook balance:	$	39,357.84
Reconciled	**$**	**0.00**

(* Check Adj included in checkbook balance)

CHECKS VOIDED
OR FOR REISSUE IN FISCAL YEAR 2026-2027

Check Number	Payee	Amount
2689 -	Brotherton	$ 132.91
3061 – No Reissue	DSHS Central Lab	$ 518.00
3118 – No Reissue	Austin Public Health	$ 1,500.00
3134 – No Reissue	DSHS Central Lab	$ 373.00
3193 – No Reissue	Salvation Site Serv	$ 21,862.91
3198 - Reissued	Mary Wright	$ 113.78
Total		**$ 24,500.60**