



## **BUILDING AND STANDARDS COMMISSION MEETING**

Wednesday, August 20, 2025 at 3:30 PM

City Council Chambers | 202 N. Virginia Street, Port Lavaca TX 77979

### **MINUTES**

STATE OF TEXAS §  
COUNTY OF CALHOUN §  
CITY OF PORT LAVACA §

On this day of August 2025, the Building and Standards Commission of the City of Port Lavaca, Texas, convened in a regular session at 3:30 p.m. at the regular meeting place in Council Chambers at City Hall, 202 North Virginia Street, Port Lavaca, Texas, with the following members in attendance:

#### **I. ROLL CALL**

|                  |                   |
|------------------|-------------------|
| Annette Alonzo   | Commission Member |
| Steve Marwitz    | Commission Member |
| Luis De La Garza | Commission Member |
| Jeff Downs       | Commission Member |
| Weston Burris    | Commission Member |
| Thomas Garbe     | Commission Member |
| Ken Barr         | Commission Member |
| Larry Nichols    | Commission Member |

And with the following absent:

|                      |                   |
|----------------------|-------------------|
| Billy McAfee *Zoom * | Commission Member |
|----------------------|-------------------|

Constituting a quorum for the transaction of business, at which time the following business was transacted:

#### **II. CALL TO ORDER**

- Derrick Smith called the meeting to order at 3:35 p.m. and presided.

**VI. COMMENTS FROM THE PUBLIC** - *Limited to 3 minutes per individual unless permission to speak longer is received in advance. You may make public comments as you would at a meeting on Zoom by logging on with your computer and/or smart phone as described in the zoom invitation below or on Facebook Live through the comment section, which will be monitored and answered. As appropriate.*

- No comments were made from the public.

**VIII. ACTION ITEMS** - (Building and Standards Commission will consider/discuss the following items and take any action deemed necessary)

1. **Commission shall discuss the number of members on the panel:**  
**Nine board members were voted on and appointed by City Council on 08/11/2025**
  
2. **Appoint Chairman, Vice-Chairman and Secretary and duties thereof:**  
**Steve nominated Annette Alonzo as Chairperson, all voted Unanimously – PASSED**  
**Luis nominated himself for Vice Chairperson and Annette nominated Steve as Vice Chairperson- All voted for Steve except for Luis voted for himself**  
**Steve voted as Vice chairperson – PASSED**  
**Larry nominated Luis as Secretary - all voted unanimously - PASSED**
  
3. **Establish rules of order:**  
**Skipped – Will be discussed later.**
  
4. **Conduct Public Hearing in accordance with the City of Port Lavaca Code of Ordinances, Chapter 12 Buildings and Building Regulations, Article IV - Substandard Buildings, Section 12-291 - Notice (a) and (b), for the following properties listed:**  
  
  - (a) 306 West Martin Luther King**
  - (b) 1713 Palm**
  - (c) 1507 Burkedale**
  - (d) 502 S Guadalupe**
  - (e) 201 S LaSalle**
  
5. **Consider and take action to declare property to be substandard and required action following declaration, following a Public Hearing held on August 20, 2025**  
  
  - (a) 306 West Martin Luther King**
  - (b) 1713 Palm**
  - (c) 1507 Burkedale**
  - (d) 502 S Guadalupe**
  - (e) 201 S LaSalle**

**(a) 306 West Martin Luther King**

Owner Clay discussed an update since a notice letter which he acknowledged he received. He told the Commission that he had some materials, but he needed help. His financial and health situation creates problems in meeting goals. He said he would work with the City Code Enforcer to get his place in compliance and with a detailed plan. Staff is recommending the Commission to declare this property substandard and allow the property owner thirty (30) days to work with Development Services to provide a detailed renovation plan and if no such plan is executed, then Commission Members authorize staff to proceed with demolition and place a lien on the property.

Motion made by Commission Member Luis De La Garza

NOW, THEREFORE, BE IT RESOLVED BY THE BUILDING AND STANDARDS COMMISSION OF THE CITY OF PORT LAVACA, TEXAS:

THAT, in accordance with recommendation of staff, Commission hereby finds that the following property listed, 306 West Martin Luther King, located in the City of Port Lavaca, Texas, is in violation of the City of Port Lavaca Code of Ordinances, Chapter 12 Buildings and Building Regulations, Article IV - Substandard Buildings, following a Public Hearing held on August 20th, 2025:

BE IT FURTHER RESOLVED THAT this property is hereby declared substandard and will allow the property owner thirty (30) days to work with Development Services to provide a detailed renovation plan and if no such plan is executed, then Commission Members authorize staff to proceed with demolition and place a lien on the property.

Seconded by Commission Member Weston Burris

Voting Yea:

Commission Member Annette Alonzo, Commission Member Jeff Downs, Commission Member Billy McAfee, Commission Member Ken Barr, Commission Member Larry Nichols, Commission Member Thomas Garbe

Voting Nay:

Commission Member Steve Marwitz

**(b) 1713 West Palm**

Staff is recommending Commission declare this property substandard and allow the property owner thirty (30) days to work with Development Services to provide a detailed renovation plan and if no such plan is executed, then Commission Members authorize staff to proceed with demolition and place a lien on the property.

Motion made by Commission Member Weston Burris

NOW, THEREFORE, BE IT RESOLVED BY THE BUILDING AND STANDARDS COMMISSION OF THE CITY OF PORT LAVACA, TEXAS:

THAT, in accordance with recommendation of staff, Commission hereby finds that the following property listed, 1713 West Palm, located in the City of Port Lavaca, Texas, is in violation of the City of Port Lavaca Code of Ordinances, Chapter 12 Buildings and Building Regulations, Article IV - Substandard Buildings, following a Public Hearing held on August 20, 2025:

BE IT FURTHER RESOLVED THAT this property is hereby declared substandard and will allow the property owner thirty (30) days to work with Development Services to provide a detailed renovation plan and if no such plan is executed, then Commission authorize staff to proceed with demolition and place a lien on the property.

Seconded by Commission Member Ken Barr

Voting Yea:

Commission Member Annette Alonzo, Commission Member Steve Marwitz, Commission Member Jeff Downs, Commission Member Billy McAfee, Commission Member Luis De La Garza, Commission Member Larry Nichols, Commission Member Thomas Garbe

Voting Nay:

None

**(c) 1507 Burkedale**

Staff is recommending Commission declare this property substandard and allow the property owner one hundred eighty (180) days to work with Development Services to provide a detailed renovation plan and if no such plan is executed, then Commission authorize staff to proceed with demolition and place a lien on the property.

Motion made by Commission Member Weston Burris

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PORT LAVACA, TEXAS:

THAT, in accordance with recommendation of staff, Commission hereby finds that the following property listed, 1507 Burkedale, located in the City of Port Lavaca, Texas, is in violation of the City of Port Lavaca Code of Ordinances, Chapter 12 Buildings and Building Regulations, Article IV - Substandard Buildings, following a Public Hearing held on August 20, 2025:

BE IT FURTHER RESOLVED THAT this property is hereby declared substandard and allows the property owner one hundred eighty (180) days to secure or sell the building, if the property owner does not secure the building within one hundred eighty (180) days, then Commission authorize staff to proceed with demolition and place a lien on the property.

Seconded by Commission Member Luis De La Garza

Voting Yea:

Commission Member Annette Alonzo, Commission Member Steve Marwitz, Commission Member Jeff Downs, Commission Member Billy McAfee, Commission Member Ken Barr, Commission Member Larry Nichols, Commission Member Thomas Garbe

Voting Nay:

None

**(d) 502 S Guadelupe**

Tony Islias who described his obstacles on health and financial situation, then stated how he has been trying to work with a realtor to sell the property with no success. He continued by stating he is now able

to maintain cutting grass and securing doors and windows. Presently he is using this property as a place of storage. He said he would work with the City Code Enforcer to get his place in compliance and with a detailed plan. Staff is recommending the Commission declare this property substandard and allow the property owner one hundred eighty (180) days to work with Development Services to provide a detailed renovation plan and if no such plan is executed, then Commission Members authorize staff to proceed with demolition and place a lien on the property.

Motion made by Commission Member Weston Burris

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PORT LAVACA, TEXAS:

THAT, in accordance with recommendation of staff, Commission hereby finds that the following property listed, 502 S Guadalupe, located in the City of Port Lavaca, Texas, is in violation of the City of Port Lavaca Code of Ordinances, Chapter 12 Buildings and Building Regulations, Article IV - Substandard Buildings, following a Public Hearing held on August 20, 2025:

BE IT FURTHER RESOLVED THAT this property is hereby declared substandard and allow the property owner one hundred eighty (180) days to secure and sale property.

Seconded by Commission Member Luis De La Garza

Voting Yea:

Commission Member Annette Alonzo, Commission Member Steve Marwitz, Commission Member Jeff Downs, Commission Member Ken Bar, Commission Member Larry Nichols, Commission Member Thomas Garbe

Voting Nay:

Commission Member Billy McAfee

**(e) 201 S LaSalle**

Property owner Maria Sandolval admitted to drainage issues to other properties and the no electricity nor plumbing. She stated that at their own expense they would probably just demolish the small building. She stated that she would work with the City Code Enforcement Officer to get the property in compliance and provide a detailed plan. Staff recommend Commission to declare this property substandard and allow the property owner ninety (90) days to work with Development Services to provide a detailed renovation plan and if no such plan is executed, then Commission authorize staff to proceed with demolition and place a lien on the property.

Motion made by Commission Member Larry Nichols

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PORT LAVACA, TEXAS:

THAT, in accordance with recommendation of staff, Commission hereby finds that the following property listed, 201 S La Salle, located in the City of Port Lavaca, Texas, is in violation of the City of Port Lavaca Code of Ordinances, Chapter 12 Buildings and Building Regulations, Article IV - Substandard Buildings, following a Public Hearing held on August 20, 2025:

BE IT FURTHER RESOLVED THAT this property is hereby declared substandard and allow the property owner ninety (90) days to secure the building, if the property owner does not secure the building within ninety (90) days, then staff authorizes Commission to proceed with demolition and place a lien on the property.

Seconded by Commission Member Luis De La Garza

Voting Yea:

Commission Member Annette Alonzo, Commission Member Steve Marwitz, Commission Member Jeff Downs, Commission Member Ken Bar, Commission Member Weston Burris, Commission Member Thomas Garbe, Commission Member Luis De La Garza

Voting Nay:

Commission Member Billy McAfee

## **IX. ADJOURNMENT**

Chairperson asked for motion to adjourn.

Motion made by Commission Member Jeff Downs

Seconded by Commission Member Thomas Garbe

Meeting adjourned at 5:13 p.m.

These minutes were approved on September 17, 2025.

ATTEST:

\_\_\_\_\_/s/ Annette Alonzo\_\_\_\_\_  
Annette Alonzo, Chairperson

*Alyssa Calzada*  
\_\_\_\_\_  
Alyssa Calzada, Development Services