



CITY COUNCIL REGULAR MEETING

Monday, January 12, 2026 at 6:30 PM
City Council Chambers | 202 N. Virginia Street, Port Lavaca TX 77979

PUBLIC NOTICE OF MEETING

The following item will be addressed at this or any other meeting of the city council upon the request of the mayor, any member(s) of council and/or the city attorney:

Announcement by the mayor that council will retire into closed session for consultation with city attorney on matters in which the duty of the attorney to the city council under the Texas disciplinary rules of professional conduct of the state bar of Texas clearly conflicts with the open meetings act (title 5, chapter 551, section 551.071(2) of the Texas government code).

(All matters listed under the consent agenda item are routine by the city council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.)

AGENDA

Council will consider/discuss the following items and take any action deemed necessary.

MEETING PROCEDURE

Public notice is hereby given that the City Council of the City of Port Lavaca, Texas, will hold a regular meeting Monday, January 12, 2026 beginning at 6:30 p.m., at the regular meeting place in Council Chambers at City Hall, 202 North Virginia Street, Port Lavaca, Texas to consider the following items of business.

[After publication, any information in a council packet is subject to change during the meeting]

The meeting will also be available via the video conferencing application "Zoom",

Join Zoom Meeting:

<https://us02web.zoom.us/j/86187995897?pwd=ILSRb285twszURtaUUia9KL2xCnKbV.1>

Meeting ID: 861 8799 5897

Passcode: 525718

*One Tap Mobile+13462487799,,86187995897#,,,*525718# US (Houston)*

Dial by your location+1346 248 7799 US (Houston)

- I. ROLL CALL**
- II. CALL TO ORDER**
- III. INVOCATION**
- IV. PLEDGE OF ALLEGIANCE**
- V. PRESENTATION(S)**
- 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 by logging on with your computer and using "Join Zoom Meeting" information on first page of this agenda).

VII. CONSENT AGENDA - *Council will consider/discuss the following items and take any action deemed necessary*

- A. Minutes of December 08, 2025 Regular Meeting
- B. Review of Credit Card Statement
- C. Receive Monthly Financial Highlight Report
- D. Receive Employee Training Review Acknowledgment report ending 12.31.2025
- E. Receive Office of Court Administrators (OCA) Monthly report ending 12.31.2025
- F. Receive Victoria Economic Development Corporation (VEDC) Monthly Report
- G. Receive Quarterly Capital Project Progress Report from 10.01.2025 to 12.31.2025
- H. Receive Quarterly Public Works Report from 10.01.2025 to 12.31.2025

VIII. ACTION ITEMS - *Council will consider/discuss the following items and take any action deemed necessary*

- 1. Receive certification of City Secretary that Wayne Allen Tippit, Jr. did formally turn in a letter of resignation from the City of Port Lavaca City Council, Single District #3, effective December 04, 2025, in accordance with the City's Home Rule Charter Article 4, Nominations and Elections, Section 4.08 Vacancies and Section 4.09 Resignation required to file for executive office. Presenter is Mandy Grant
- 2. Receive Republic Notice of Price Increase. Presenter is Jody Weaver
- 3. Consider First Reading of an Ordinance (G-1-26) of the City of Port Lavaca; amending Code of Ordinances, Appendix A, Fees, Rates and Charges; Chapter 38, Solid Waste, Article II, Collection and Disposal, Sec 38-29 Residential Rate, Garbage/brush/bulk collection; providing for purpose of ordinance; providing for severability; providing a repealing clause; and providing an effective date. Presenter is Jody Weaver
- 4. Consider Second and Final Reading of an Ordinance (S-7-25) of the City of Port Lavaca for amendment(s) to the Base Ordinance S-4-25 for 2025-2026 fiscal year budget; providing for Budget Amendment(s); providing for severability, repealing all ordinances in conflict and establishing an effective date. Presenter is Reyann Grimaldo
- 5. Consider appointment of member to Port Commission Board to fill a vacancy for a new two-year term. Presenter is Jody Weaver

6. Consider Resolution No. R-011226-1E for establishing provisions for conduct for the City of Port Lavaca General Officers Election held on the uniform date of May 02, 2026 and authorize Mayor to issue Order of Election. Presenter is Mandy Grant
7. Consider reviewing bids and consider contract award for the TXCDBG Contract No. CDV23-0209 Sanitary Sewer Improvement Project. Presenter is Jody Weaver
8. Announcement by Mayor that City Council will retire into closed session:
 - For consultation with City Attorney on matters in which the duty of the Attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act (Title 5, Chapter 551, Section 551.071(2) of the Texas Government Code). Presenter is Mayor Whitlow
9. Return to Open Session and take any action deemed necessary with regard to matters in closed session. Presenter is Mayor Whitlow

IX. ADJOURNMENT

CERTIFICATION OF POSTING NOTICE

This is to certify that the above notice of a regular meeting of The City Council of The City of Port Lavaca, scheduled for **Monday, January 12, 2026**, beginning at 6:30 p.m., was posted at city hall, easily accessible to the public, as of **5:00 p.m. Tuesday, January 06, 2025**.

Mandy Grant, *City Secretary*

ADA NOTICE

The Port Lavaca City Hall and Council Chambers are wheelchair accessible. Access to the building is available at the primary north entrance facing Mahan Street. Special parking spaces are located in the Mahan Street parking area. In compliance with the Americans with Disabilities Act, the City of Port Lavaca will provide for reasonable accommodations for persons attending meetings. To better serve you, requests should be received 24 hours prior to the meetings. Please contact City Secretary Mandy Grant at (361) 552-9793 Ext. 230 for assistance.

COMMUNICATION

SUBJECT: Minutes of December 08, 2025 Regular Meeting

INFORMATION:



CITY COUNCIL REGULAR MEETING

Monday, December 08, 2025 at 6:30 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 the 8th day of December 2025, the City Council of the City of Port Lavaca, Texas, convened in a regular session at 6:30 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

- | | |
|--------------------|---|
| Jack Whitlow | Mayor |
| Daniel Aguirre | Councilman, District 1 |
| Tim Dent | Councilman, District 2 |
| Vacant Seat | Council Member, District 3 |
| Rosie G. Padron | Councilwoman, District 4, Mayor Pro Tem |
| Rose Bland-Stewart | Councilwoman, District 5 |
| Justin Burke | Councilman, District 6 |

And with the following absent:

None

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

II. CALL TO ORDER

- Mayor Whitlow called the meeting to order at 6:32 p.m. and presided.

III. INVOCATION

- Councilwoman District 5 Bland-Stewart gave the invocation.

IV. PLEDGE OF ALLEGIANCE

- Mayor Whitlow – Pledge of Allegiance.

V. PRESENTATION(S) BY THE MAYOR

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.

- Mayor asked for comments from the public and the following citizen(s) spoke:
 - Felicia Harral, 114 W. Harbor, Storm Drain and Dog Park

VII. CONSENT AGENDA - Council will consider/discuss the following items and take any action deemed necessary

- A. Minutes of November 10, 2025 Regular Meeting**
- B. Minutes of November 17, 2025 Workshop Session**
- C. Review of Credit Card Statement**
- D. Receive Monthly Financial Highlight Report**
- E. Receive Employee Training Review Acknowledgment report ending 11.30.2025**
- F. Receive Office of Court Administrators (OCA) Monthly report ending 11.30.2025**
- G. Receive Victoria Economic Development Corporation (VEDC) Monthly Report**

Motion made by Councilman District 6 Burke

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

THAT, in accordance with recommendation of staff, Council hereby approves all consent agenda items as listed.

Seconded by Councilman District 1 Aguirre

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

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

1. **Consider approval of Interlocal Agreement with Calhoun County regarding the County’s participating in Tax Increment Reinvestment Zone (TIRZ) Number One, City of Port Lavaca, Texas. Presenter is Jody Weaver**

Motion made by Councilman District 2 Dent

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

THAT, Council hereby approves Interlocal Agreement with Calhoun County regarding the County’s participating in Tax Increment Reinvestment Zone (TIRZ) Number One, City of Port Lavaca, Texas.

BE IT FURTHER RESOLVED, THAT the Mayor is hereby authorized to execute all instruments necessary to affect such agreement.

Seconded by Councilman District 6 Burke

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

- 2. **Consider approval of Interlocal Agreement with Calhoun Port Authority regarding the Port’s participating in Tax Increment Reinvestment Zone (TIRZ) Number One, City of Port Lavaca, Texas. Presenter is Jody Weaver**

Motion made by Councilman District 2 Dent

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

THAT, Council hereby approves Interlocal Agreement with Calhoun Port Authority regarding the Port’s participating in Tax Increment Reinvestment Zone (TIRZ) Number One, City of Port Lavaca, Texas, contingent on approval by the Port Authority.

BE IT FURTHER RESOLVED, THAT the Mayor is hereby authorized to execute all instruments necessary to affect such agreement.

Seconded by Councilman District 1 Aguirre

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

- 3. **Consider approval of renewal of the Interlocal Agreement with Calhoun County regarding the Combined Dispatch Services. Presenter is Jody Weaver**

Motion made by Councilman District 1 Aguirre

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

THAT, Council hereby approves renewal of the Interlocal Agreement with Calhoun County regarding the Combined Dispatch Services.

BE IT FURTHER RESOLVED, THAT the Mayor is hereby authorized to execute all instruments necessary to affect such agreement.

Seconded by Councilman District 6 Burke

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

4. **Consider proposed changes to the City of Port Lavaca HR and Workplace Policies. Presenter is Brittney Hogan**

Finance Director Hogan was absent. (Interim City Manager Weaver presented item).

Motion made by Councilman District 6 Burke

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

THAT, Council hereby approves proposed changes to the City of Port Lavaca HR and Workplace Policies.

Seconded by Councilman District Councilwoman District 5 Bland-Stewart

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

5. **Consider recommendation of the Planning Board for a Variance to Ordinance Chapter 26 - Manufactured Housing and Recreational Vehicles, Sec. 26-3(c) Existing Manufactured Housing, Replacement Option; for a manufactured home to be placed on a residential lot that is not in a manufactured home park. The property is described as Port Lavaca Original Townsite, Block 35, Lot 1 (617 S. Ann St.) Presenter is Derrick Smith**

Development Services Director Smith was absent. (Interim City Manager Weaver presented item).

Interim City Manager Weaver and Code Enforcement Officer Bradley Shaffer advised Council that Jose Escobedo is requesting a variance to place a 1999 manufactured home on 617 S Ann Street. The Manufactured home does not comply with the no older than ten years from the date of replacement clause of Chapter 26.3(C) of the Manufactured housing ordinance; however, Mr. Escobedo was issued a city permit and has had the manufactured house moved, installed and tied down on the property. Since it is over ten years old, staff recommends denying the variance.

Planning Board Chairman Justin Weaver was in attendance and advised Council that the Board recognized the effort the owner has applied towards compliance, that all applicable permits have been secured and the manufactured home has been rehabilitated in accordance with required standards and is being properly maintained. He said the Planning Board recommends approval.

Motion made by Councilman District 1 Aguirre

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

THAT, Council hereby approves recommendation of the Planning Board for a Variance to Ordinance Chapter 26 - Manufactured Housing and Recreational Vehicles, Sec. 26-3(c) Existing Manufactured Housing, Replacement Option; for a manufactured home to be placed on a residential lot that is not in a manufactured home park. The property is described as Port Lavaca Original Townsite, Block 35, Lot 1 (617 S. Ann Street).

Seconded by Councilman District 6 Burke

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

- 6. **Consider Second and Final reading of an Ordinance (G-17-25) of the City of Port Lavaca; amending Code of Ordinances, Chapter 36, Signs, Sec. 36-7 Temporary Signs; providing for purpose of ordinance; providing for severability; providing a repealing clause; and providing an effective date. Presenter is Derrick Smith**

Development Services Director Smith was absent. (Interim City Manager Weaver presented item).

Motion made by Councilwoman District 4 (Mayor Pro Tem) Padron

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

THAT, in accordance with the recommendation of staff, Council hereby approves Second and Final reading of an Ordinance (G-17-25) of the City of Port Lavaca; amending Code of Ordinances, Chapter 36, Signs, Sec. 36-7 Temporary Signs.

Seconded by Councilman District 2 Dent

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart

Voting Nay:

Councilman District 6 Burke

- 7. **Consider Second and Final reading of an Ordinance (G-18-25) of the City of Port Lavaca; amending Code of Ordinances, Chapter 20, Environmental and Health, Article XII – Litter; Sec. 20-512, Littering, Dumping Prohibited; providing for purpose of ordinance; providing for severability; providing a repealing clause; and providing an effective date. Presenter is Derrick Smith**

Development Services Director Smith was absent. (Interim City Manager Weaver presented item).

Motion made by Councilman District 1 Aguirre

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

THAT, in accordance with the recommendation of staff, Council hereby approves Second and Final reading of an Ordinance (G-18-25) of the City of Port Lavaca; amending Code of Ordinances, Chapter 20, Environmental and Health, Article XII – Litter; Sec. 20-512, Littering, Dumping Prohibited; providing for purpose of ordinance; providing for severability; providing a repealing clause; and providing an effective date.

Seconded by Councilwoman District 4 (Mayor Pro Tem) Padron

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

- 8. **Consider Second and Final reading of an Ordinance (G-19-25) of the City of Port Lavaca; amending Code of Ordinances, Appendix A, Fees, Rates and Charges; Chapter 32 Parks and Recreation, Sec 32-71(e) Lighthouse Beach and RV Park; Chapter 54, Waterways; providing for purpose of ordinance; providing for severability; providing a repealing clause; and providing an effective date. Presenter is Jody Weaver**

Motion made by Councilman District 6 Burke

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

THAT, in accordance with the recommendation of staff, Council hereby approves Second and Final reading of an Ordinance (G-19-25) of the City of Port Lavaca; amending Code of Ordinances, Appendix A, Fees, Rates and Charges; Chapter 32 Parks and Recreation, Sec 32-71(e) Lighthouse Beach and RV Park; Chapter 54, Waterways; contingent on removing language in Exhibit “A” under Sec. 32-73(b), amendment index, stating as follows:

Note - The dump station is only for RV Black Water waste disposal. No drums or other types of containers permitted.

Seconded by Councilwoman District 5 Bland-Stewart

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

- 9. **Consider Second and Final reading of an Ordinance (S-7-25) of the City of Port Lavaca for amendment(s) to the Base Ordinance S-4-25 for 2025-2026 fiscal year budget; providing for Budget Amendment(s); providing for severability, repealing all ordinances in conflict and establishing an effective date. Presenter is Brittney Hogan**

Finance Director Hogan was absent. (Interim City Manager Weaver presented item).

Motion made by Councilman District 2 Dent

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

THAT, this agenda item be tabled until the next regular scheduled city council meeting.

Seconded by Councilwoman District 4 (Mayor Pro Tem) Padron

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

- 10. **Announcement by Mayor that City Council will retire into closed session:**
 - **For consultation with City Attorney on matters in which the duty of the Attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act (Title 5, Chapter 551,–Section 551.071(2) of the Texas Government Code). Presenter is Mayor Whitlow**

Mayor Whitlow announced there would be no closed session.

- 11. **Return to Open Session and take any action deemed necessary with regard to matters in closed session. Presenter is Mayor Whitlow**

There was no closed session.

IX. ADJOURNMENT

Mayor asked for motion to adjourn.

Motion made by Councilwoman District 4 (Mayor Pro Tem) Padron

Seconded by Councilman District 2 Dent

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

Meeting adjourned at 7:28 p.m.

ATTEST:

Jack Whitlow, Mayor

Mandy Grant, City Secretary

COMMUNICATION

SUBJECT: Review of Credit Card Statement

INFORMATION:

Account Number : 5569 6345 5558 7698
 Unique ID: XXXX XXXX XXXX 1588
 City Of Port Lavaca
 Statement Date : 12-08-2025



Section VII. Item #B.

Corporate Account Summary	
Previous Balance	\$19,868.37
Purchases and Other Charges	\$5,517.95
Cash Advances	\$0.00
Cash Advance Fees	\$0.00
Late Payment Charges	\$0.00
Credits	\$18.58 CR
Payments	\$320.00 PY
New Balance	\$25,047.74
Disputed Amount	\$0.00

Payment Information	
Amount Due	\$25,047.74
Payment due in accordance with your agreement with U.S. Bank.	
QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE 1-800-344-5696	
To overnight or courier a payment, please send to: Corporate Payment Systems 3180 Rider Trail S, Department 790428 Earth City, MO 63045-1518	

Account Messages

Your account is past due \$19,529.79. Past due amount is included in the amount due. Please remit immediately.

Corporate Account Activity

City Of Port Lavaca	Total Corporate Activity
Account Number: 5569 6345 5558 7698	\$320.00 CR
Unique ID: XXXX XXXX XXXX 1588	

Post Date	Tran Date	Reference Number	Transaction Description	Amount
11-17	11-17	53210022607747440100008	PAYMENT-THANK YOU Q	320.00 PY

New Activity

Police Department	Purchases	\$679.55	Total Activity	\$679.55
Account Number: 5569 6372 5237 7909	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 6484	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
11-17	11-14	55432865319204935697690	TOWNEPLACE SUITES GALVESTON TX 5Z 700 ARRIVAL:11-11-25	380.55

(transactions continued on next page)

☞ Payment may be made electronically or by check made payable to Corporate Payment Systems.

CORPORATE PAYMENT SYSTEMS
 P.O. BOX 6343
 FARGO, ND 58125-6343

5569634555587698 002504774 002504774

Account Number: 5569 6345 5558 7698
 Unique ID: XXXX XXXX XXXX 1588
 Amount Due: \$25,047.74

Amount Enclosed \$

If paying by check, include coupon with payment to address below.

106481639747951 S 2

 CITY OF PORT LAVACA
 ATTN FINANCE DEPT.
 202 N. VIRGINIA ST
 PORT LAVACA TX 77979-3431

CORPORATE PAYMENT SYSTEMS
 P.O. BOX 790428
 ST. LOUIS, MO 63179-0428

Account Number : 5569 6345 5558 7698
 Unique ID: XXXX XXXX XXXX 1588
 Statement Date : 12-08-2025

New Activity cont				
11-26	11-25	55436875329263298347908	CALIBRE PRESS GLEN ELLYN IL	299.00

Mandy Grant	Purchases	\$119.95	Total Activity	\$119.95
Account Number: 5569 6372 9674 4908	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0699	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-05	12-04	55547505339243966105553	NOTARY PUBLIC UNDERWRI TALLAHASSEE FL	119.95

Cynthia Heysquierdo	Purchases	\$669.80	Total Activity	\$669.80
Account Number: 5569 6373 1524 6885	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 2270	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-08	12-05	05436845340400083614919	SAMS CLUB #6471 VICTORIA TX	669.80

Brittney Hogan	Purchases	\$1,678.24	Total Activity	\$1,659.66
Account Number: 5569 6372 3417 2576	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 4906	Cash Advances Fees	\$0.00		
	Credits	\$18.58 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
11-14	11-12	82305095317500061103179	CANVA* I04694-30155660 CAMDEN DE	18.58 CR
12-02	12-01	87021305335500126721265	HEALTH AND SAFETY COUN PASADENA TX	450.00
12-05	12-04	55500365339571118242682	SWEET FOUNTAINZ BAKERY VICTORIA TX	158.62
12-05	12-04	55506295338571042001463	FORMS FULFILLMENT CENT ELMSFORD NY	392.63
12-08	12-05	05436845340000482226990	DOLLARTREE PORT LAVACA TX	176.99
12-08	12-04	55421355339939182808927	GOVERNMENT FINANCE OFF CHICAGO IL	500.00

Juan Luna	Purchases	\$259.28	Total Activity	\$259.28
Account Number: 5569 6373 9714 4966	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 9649	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
11-13	11-12	55263525317547392488078	HARBOR FREIGHT TOOLS34 PORT LAVACA TX	28.04

(transactions continued on next page)



Account Number : 5569 6345 5558 7698
 Unique ID: XXXX XXXX XXXX 1588
 Statement Date : 12-08-2025

New Activity cont				
11-14	11-13	55263525318548503771294	HARBOR FREIGHT TOOLS34 PORT LAVACA TX	62.16
11-20	11-19	55263525324555090539887	HARBOR FREIGHT TOOLS34 PORT LAVACA TX	13.98
11-25	11-24	55263525329560579629584	HARBOR FREIGHT TOOLS34 PORT LAVACA TX	29.97
11-25	11-24	55500375328560313418462	TEXAS COMM FIRE PROT AUSTIN TX	87.17
11-26	11-25	55263525330561698965443	HARBOR FREIGHT TOOLS34 PORT LAVACA TX	37.96

Karen Neal	Purchases	\$352.81	Total Activity	\$352.81
Account Number: 5569 6372 3279 1682	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 4767	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
11-17	11-14	82117555318500029014419	SP BLADETECH HOLSTER PUYALLUP WA	42.60
12-05	12-04	87021305338500197282616	VICTORIA EC-INFINIUM VICTORIA TX	300.00
12-08	12-05	51742955340123169200615	IDENTOGO - TX FINGERPR BEDFORD MA	10.21

Colin Rangnow	Purchases	\$10.21	Total Activity	\$10.21
Account Number: 5569 6372 3389 9344	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 4853	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-04	12-03	51742955338122703244067	IDENTOGO - TX FINGERPR BEDFORD MA	10.21

James Rudellat	Purchases	\$199.95	Total Activity	\$199.95
Account Number: 5569 6372 9325 1337	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0433	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-03	12-01	85353545336980002341390	US DRUG TEST CTRS - OR HENDERSON NV	199.95

Derrick Smith	Purchases	\$290.00	Total Activity	\$290.00
Account Number: 5569 6374 2849 3408	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 2272	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
11-20	11-19	55488725324095248153765	TX DEPT OF LICENSING AUSTIN TX	112.50
11-21	11-21	55432865325206923495476	INT'L CODE COUNCIL INC COUNTRY CLUB IL	95.00
12-08	12-06	55500375340573323079350	TX BRD PLUMBING EXMR AUSTIN TX	82.50

Jody Weaver	Purchases	\$1,258.16	Total Activity	\$1,258.16
Account Number: 5569 6372 2162 9430	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 3652	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
11-28	11-28	82117555332500013000400	CAMPGROUND LAUNCH NORWALK IA	750.00
12-02	12-02	55432865336200926904854	TEXAS MUNICIPAL LEAGUE AUSTIN TX	508.16

Department: 00000 Total: \$5,499.37
 Division: 00000 Total: \$5,499.37

Account Number : 5569 6345 5558 7698

Unique ID: XXXX XXXX XXXX 1588

Statement Date : 12-08-2025

COMMUNICATION

SUBJECT: Receive Monthly Financial Highlight Report

INFORMATION:



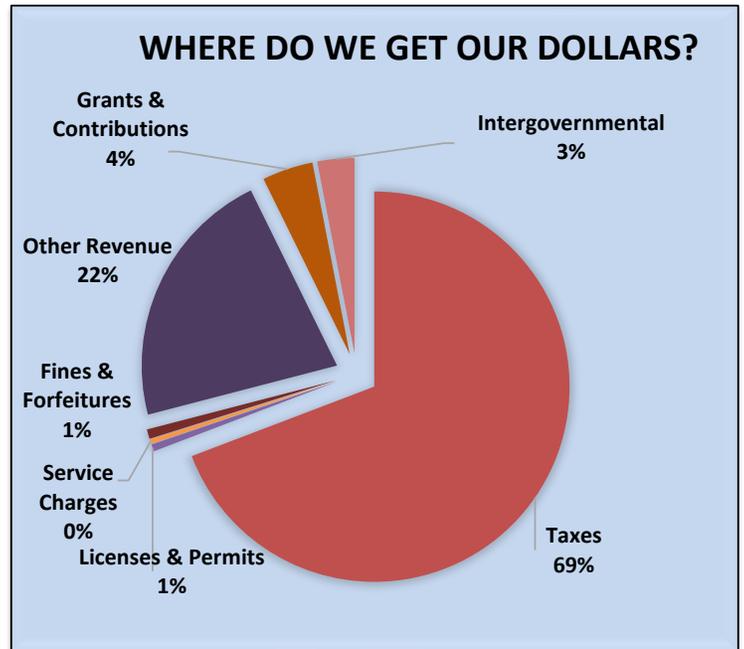
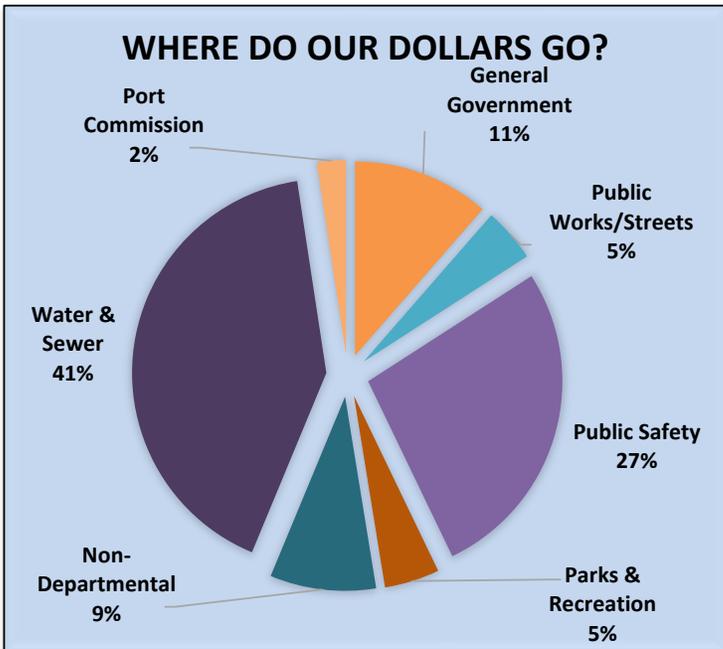
CITY OF PORT LAVACA

202 N. Virginia, Port Lavaca, Texas 77979-0105 www.portlavaca.org
Main Number: 361-552-9793 Main Facsimile: 361-552-6062

To: Mayor and Members of the City Council
From: Brittney Hogan, Finance Director *BH*
Subject: FY 25-26 Financial Highlights through December 31, 2025
Date: January 7, 2025

Revenue by Type	Dec-25	Dec-24	Variance
Taxes	4,082,300	3,957,119	125,181
Licenses & Permits	34,273	62,812	(28,539)
Service Charges	22,056	2,065,862	(2,043,806)
Fines & Forfeitures	46,624	80,028	(33,404)
Other Revenue	1,284,486	139,463	1,145,023
Grants & Contributions	248,528	31,200	217,328
Intergovernmental	180,500	192,918	(12,418)
Total Revenue for Major Funds	5,898,768	6,529,403	(630,635)

By Object (Operational Funds)	Dec-25	Dec-24	Variance
General Government	584,946	780,929	(195,983)
Public Works/Streets	229,554	272,366	(42,813)
Public Safety	1,383,025	1,198,455	184,570
Parks & Recreation	234,748	403,245	(168,496)
Non- Departmental	451,992	461,096	(9,104)
Water & Sewer	2,119,523	1,950,114	169,409
Port Commission	123,221	85,650	37,572
Total Expenditures	5,127,009	5,151,854	(24,845)





GENERAL FUND OVERVIEW

Revenue Highlights:

Property Tax collections, as reported by CCAD, are **\$578,850** for the year as of **November**. Collections in **FY 25-26** are **51.37%** of the total adjusted tax levy. Total current-year Property Taxes Outstanding as of **November** are **\$3,615,972**.

In the General Fund, revenues through **12/31/2025** total **\$5,898,768** or **48%** of budget. In addition:

- *Current Property Tax* collections are **\$3,085,718** for the year as of **December**. Collections in **FY 25-26** are **60%** of the budget.
- *Sales Tax* collections through **December** were **\$880,199** or **24%** of budget. Collections through **December** in **FY 24-25** were **\$921,386**.
- *Licenses & Permits* collections are **\$34,273** for the year, or **11%** of the budget. Collections through **December** in **FY 24-25** were **\$62,812**.
- *Bauer Center Rentals* through **December** are **\$19,565** or **20%** of the budget. Collections through **December** in **FY 24-25** were **\$17,870**.
- *Court Fines* are **\$17,991** for the year, or **15%** of the budget. Collections through **December** in **FY 24-25** were **\$23,493**.

Expenditure Highlights:

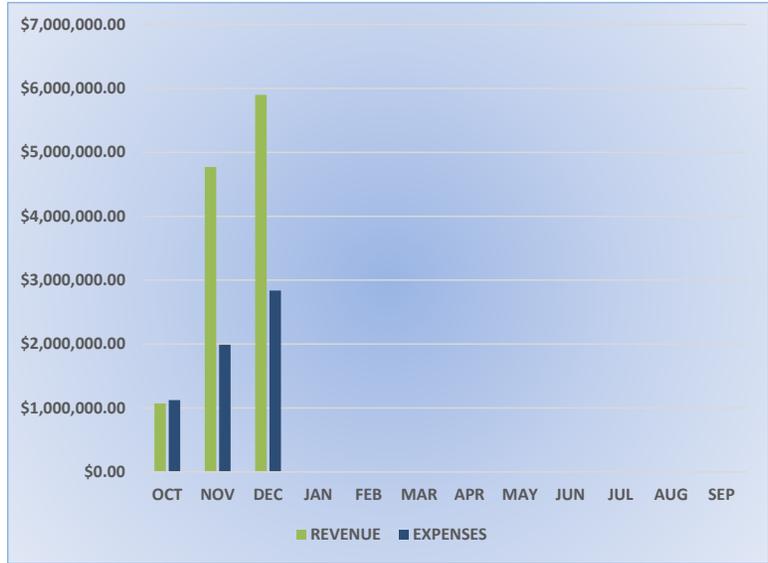
In the General Fund, expenditures through **12/31/2025** total **\$2,836,158** or **20%** of the budget. This places overall spending **below** budgeted benchmark. Budgets that are above the budget target are primarily due to the timing of payments and will presumably need a budget amendment:

- *Technology* - Technology expenditures reached 56% of the annual budget. This variance is to payments for yearly subscriptions for the upcoming fiscal year.
- *Non-Departmental* - Non-Departmental expenditures reached 52% of the annual budget. This variance is due to contracted services.

All other General Fund departments remained at or **below** the projected benchmark as of December 31, indicating they are staying within their budgetary expectations.

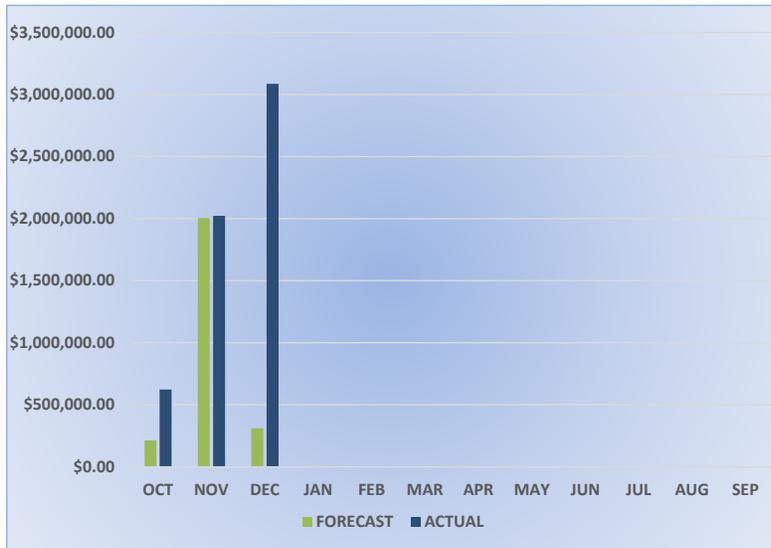
GENERAL FUND REVENUES VS EXPENSES FY 2026

MONTH	2026 REVENUE	2026 EXPENSES	MONTHLY VARIANCE
OCT	\$1,073,069.12	\$1,124,654.13	\$ (51,585.01)
NOV	\$4,770,188.30	\$1,991,147.80	\$ 2,779,040.50
DEC	\$5,898,767.56	\$2,836,158.16	\$ 3,062,609.40
JAN			\$ -
FEB			\$ -
MAR			\$ -
APR			\$ -
MAY			\$ -
JUN			\$ -
JUL			\$ -
AUG			\$ -
SEP			\$ -
TOTAL	\$11,742,024.98	\$5,951,960.09	\$ 5,790,064.89



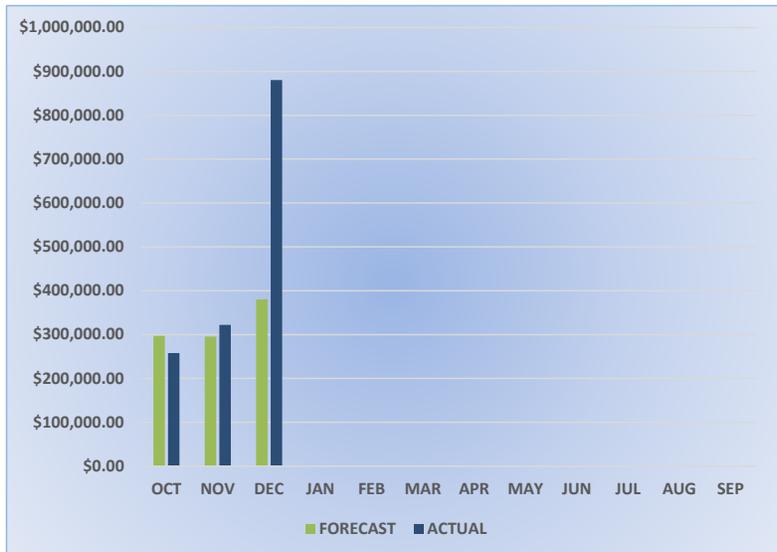
PROPERTY TAXES FY 2026

MONTH	2026 FORECAST	2026 ACTUAL	MONTHLY VARIANCE
OCT	\$214,607.05	\$623,590.73	\$ 408,983.68
NOV	\$2,006,746.06	\$2,022,772.25	\$ 16,026.19
DEC	\$312,223.83	\$3,085,717.88	\$ 2,773,494.05
JAN			\$ -
FEB			\$ -
MAR			\$ -
APR			\$ -
MAY			\$ -
JUN			\$ -
JUL			\$ -
AUG			\$ -
SEP			\$ -
TOTAL	\$2,533,576.95	\$5,732,080.86	\$ 3,198,503.91



SALES TAX FY 2026

MONTH	2026 FORECAST	2026 ACTUAL	MONTHLY VARIANCE
OCT	\$296,979.00	\$257,674.00	\$ (39,305.00)
NOV	\$295,269.56	\$322,295.00	\$ 27,025.44
DEC	\$380,490.00	\$880,199.02	\$ 499,709.02
JAN			\$ -
FEB			\$ -
MAR			\$ -
APR			\$ -
MAY			\$ -
JUN			\$ -
JUL			\$ -
AUG			\$ -
SEP			\$ -
TOTAL	\$972,738.56	\$1,460,168.02	\$ 487,429.46





**CITY OF
PORT LAVACA**

202 N. Virginia, Port Lavaca, Texas 77979-0105 www.portlavaca.org
Main Number: 361-552-9793 Main Facsimile: 361-552-6062

General Fund

Target Benchmark is 25%

	Dec-25		
	25-26 Budget	25-26 Adopted	%
	Actual YTD	Budget	
<u>Revenues</u>			
Taxes	4,082,300	9,554,538	43%
Licenses and Permits	34,273	318,900	11%
User and Svc Charges	22,056	116,000	19%
Fines and Forfeitures	46,624	300,000	16%
Other Revenue	1,284,486	421,450	305%
Grant and Contribution	248,528	858,108	29%
Intergovernmental Revenue	180,500	884,264	20%
Total Revenue	\$ 5,898,768	\$ 12,453,260	47%
<u>Expenditures</u>			
City Council	7,167	33,570	21%
City Manager	47,982	1,177,883	4%
City Secretary	43,631	241,760	18%
Human Resource	23,566	103,781	23%
Municipal Court	32,108	177,046	18%
Technology	321,406	577,007	56%
Finance	90,370	461,887	20%
City Hall	18,715	495,568	4%
Police	642,876	3,127,787	21%
Fire	583,386	2,458,278	24%
Animal Control	36,965	246,808	15%
Code Enforcement/Inspect	119,798	498,366	24%
Streets	229,554	2,220,730	10%
Parks and Recreation	120,676	1,121,931	11%
Bauer Center	65,965	492,784	13%
Non-Departmental	451,992	866,817	52%
Total Expenditures	\$ 2,836,158	\$ 14,302,003	20%

	Dec-24		
	24-25 Budget	24-25 Adopted	%
	Actual YTD	Budget	
<u>Revenues</u>			
Taxes	3,846,933	9,092,373	42%
Licenses and Permits	62,812	268,410	23%
User and Svc Charges	18,857	103,250	18%
Fines and Forfeitures	48,350	294,000	16%
Other Revenue	81,421	566,550	14%
Grant and Contribution	6,000	520,120	1%
Intergovernmental Revenue	76,734	1,567,641	5%
Total Revenue	\$ 4,141,107	\$ 12,412,344	33%
<u>Expenditures</u>			
City Council	7,891	30,884	26%
City Manager	279,000	778,245	36%
City Secretary	47,059	251,461	19%
Human Resource	15,202	100,395	15%
Municipal Court	40,034	177,937	22%
Technology	283,427	510,222	56%
Finance	94,475	405,888	23%
City Hall	13,840	549,299	3%
Police	631,772	2,898,150	22%
Fire	465,165	2,149,964	22%
Animal Control	32,711	256,834	13%
Code Enforcement/Inspect	68,807	520,935	13%
Streets	272,366	3,103,602	9%
Parks and Recreation	295,470	881,503	34%
Bauer Center	69,854	315,614	22%
Non-Departmental	461,096	866,703	53%
Total Expenditures	\$ 3,078,170	\$ 13,797,636	22%

Revenues Over/Under **\$3,062,609**

\$1,062,938

* Expenditures do not include encumbrances



CITY OF PORT LAVACA

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PUBLIC UTILITY FUND OVERVIEW

Revenue Highlights:

In the Public Utility Fund, revenues through **12/31/2025** total **\$2,057,356** or **23%** of budget. In addition:

- *Metered Water* sales through **December** were **\$817,386** or **22%** of budget. Collections through **December** in **FY 24-25** were **\$731,235**.
- *Residential Sewer* sales are **\$401,852** for the year, or **25%** of the budget. Collections through **December** in **FY 24-25** were **\$400,895**.
- *Garbage Billings* through **December** are **\$252,580** or **24%** of the budget. Collections through **December** in **FY 24-25** were **\$252,175**.

Expenditure Highlights:

In the Public Utility Fund, expenditures through **12/31/2025** total **\$2,119,548** or **21%** of the budget. This places overall spending **below** budgeted benchmark. Budgets that are above the budget target are primarily due to the timing of payments and will presumably need a budget amendment:

- *Technology* - Technology expenditures reached 51% of the annual budget. This variance is due to payments for yearly maintenance for Incode software for the upcoming fiscal year.

All other Public Utility Fund departments remained at or below the projected benchmark as of December 31, indicating they are staying within their budgetary expectations.

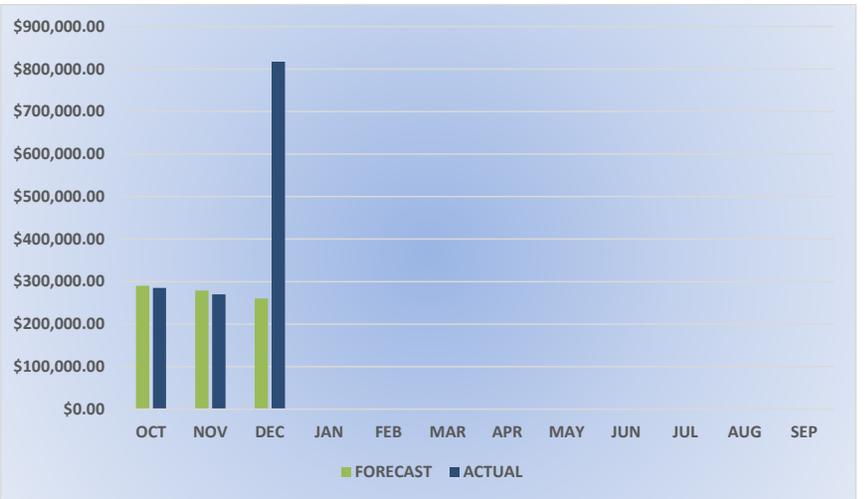
PUBLIC UTILITY FUND REVENUES VS EXPENSES FY 2026

<u>MONTH</u>	<u>2026 REVENUE</u>	<u>2026 EXPENSES</u>	<u>MONTHLY VARIANCE</u>
OCT	\$695,183.46	\$335,241.17	\$ 359,942.29
NOV	\$1,285,964.84	\$1,336,723.49	\$ (50,758.65)
DEC	\$2,057,110.25	\$2,119,548.08	\$ (62,437.83)
JAN			\$ -
FEB			\$ -
MAR			\$ -
APR			\$ -
MAY			\$ -
JUN			\$ -
JUL			\$ -
AUG			\$ -
SEP			\$ -
TOTAL	<u>\$4,038,258.55</u>	<u>\$3,791,512.74</u>	<u>\$ 246,745.81</u>



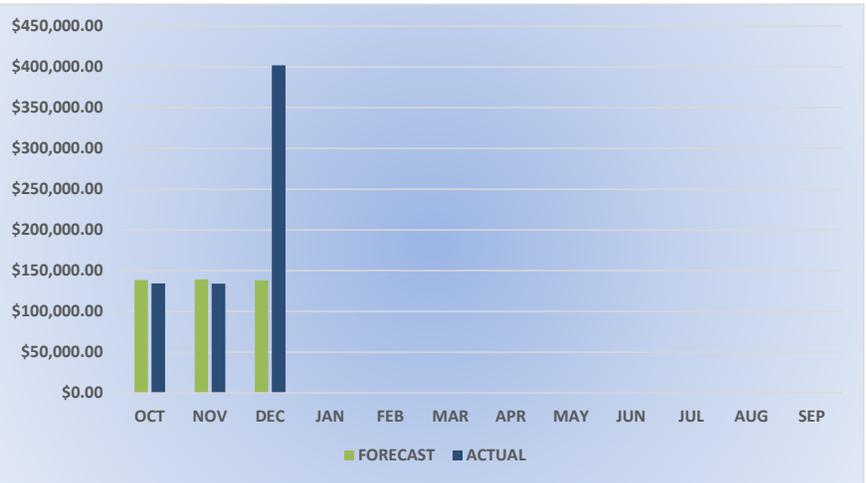
WATER REVENUES FY 2026

<u>MONTH</u>	<u>2026 FORECAST</u>	<u>2026 ACTUAL</u>	<u>MONTHLY VARIANCE</u>
OCT	\$289,992.54	\$285,159.97	\$ (4,832.57)
NOV	\$279,175.90	\$270,206.33	\$ (8,969.57)
DEC	\$260,637.04	\$817,385.93	\$ 556,748.89
JAN			\$ -
FEB			\$ -
MAR			\$ -
APR			\$ -
MAY			\$ -
JUN			\$ -
JUL			\$ -
AUG			\$ -
SEP			\$ -
TOTAL	<u>\$829,805.49</u>	<u>\$1,372,752.23</u>	<u>\$ 542,946.74</u>



SEWER REVENUES FY 2026

<u>MONTH</u>	<u>2026 FORECAST</u>	<u>2026 ACTUAL</u>	<u>MONTHLY VARIANCE</u>
OCT	\$138,304.28	\$134,270.99	\$ (4,033.29)
NOV	\$139,308.68	\$133,998.22	\$ (5,310.46)
DEC	\$138,102.28	\$401,851.64	\$ 263,749.36
JAN			\$ -
FEB			\$ -
MAR			\$ -
APR			\$ -
MAY			\$ -
JUN			\$ -
JUL			\$ -
AUG			\$ -
SEP			\$ -
TOTAL	<u>\$415,715.24</u>	<u>\$670,120.85</u>	<u>\$ 254,405.61</u>





**CITY OF
PORT LAVACA**

202 N. Virginia, Port Lavaca, Texas 77979-0105 www.portlavaca.org
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Public Utility Fund
Target Benchmark is 25%

	Dec-25			Dec-24		
	25-26 Budget	25-26 Adopted	%	24-25 Budget	24-25 Adopted	%
	Actual YTD	Budget		Actual YTD	Budget	
Revenues						
User and Svc Charges	1,977,920	8,495,251	23%	1,836,370	8,062,366	23%
Fines and Forfeitures	27,774	110,000	25%	31,678	100,000	32%
Other Revenue	51,662	264,703	20%	32,991	162,104	20%
Grant and Contribution	-	-	0%	-	-	0%
Total Revenue	\$ 2,057,356	\$ 8,869,954	23%	\$ 1,901,039	\$ 8,324,470	23%
Expenditures						
Technology	93,587	184,091	51%	60,287	165,923	36%
Billing	58,025	256,717	23%	90,846	454,960	20%
Maintenance	226,708	2,732,080	8%	226,802	1,591,350	14%
WWTP	161,619	1,021,753	16%	189,950	989,254	19%
Non-Departmental	1,579,584	6,088,194	26%	1,382,229	5,347,283	26%
Total Expenditures	\$ 2,119,523	\$ 10,282,835	21%	\$ 1,950,114	\$ 8,548,770	23%

Revenues Over/Under **(\$62,166.71)**

(\$49,074.65)

* Expenditures do not include encumbrances



HOTEL OCCUPANCY TAX FUND OVERVIEW

Revenue Highlights:

In the HOT Fund, revenues as of **12/31/25** are **\$96,078** or **13%** of the budget. In addition:

1. Hotel Occupancy Taxes through **December** are **\$91,830** or **13%** of the budget. Collection through **December FY 24-25** was **\$110,186**.

Expenditure Highlights:

In the HOT Fund expenditures through **12/31/2025** total **\$213,815** or **25%** of budget. This places overall spending **below** the budgeted benchmark.

Budget Administration-Hotel Occupancy Tax Fund

Target Benchmark is 25%

	Dec-25			Dec-24		
	25-26 Budget Actual YTD	25-26 Adopted Budget	%	24-25 Budget Actual YTD	24-25 Adopted Budget	%
Revenues						
Taxes	91,830	700,000	13%	110,187	600,000	18%
Other Revenue	4,248	15,000	28%	9,395	15,000	63%
Intergovernmental Revenue	-	-	0%	-	-	0%
Total Revenue	\$ 96,078	\$ 715,000	13%	\$ 119,582	\$ 615,000	19%
Expenditures						
Hotel Occupancy Tax	213,816	870,489	25%	154,257	785,214	20%
Total Expenditures	\$ 213,816	\$ 870,489	25%	\$ 154,257	\$ 785,214	20%

Revenues Over/**Under** **(\$117,737)**

(\$34,675)

* Expenditures do not include encumbrances



BEACH FUND OVERVIEW

Revenue Highlights:

In the Beach Fund, revenues as of **12/31/25** are **\$39,822** or **9%** of the budget. In addition:

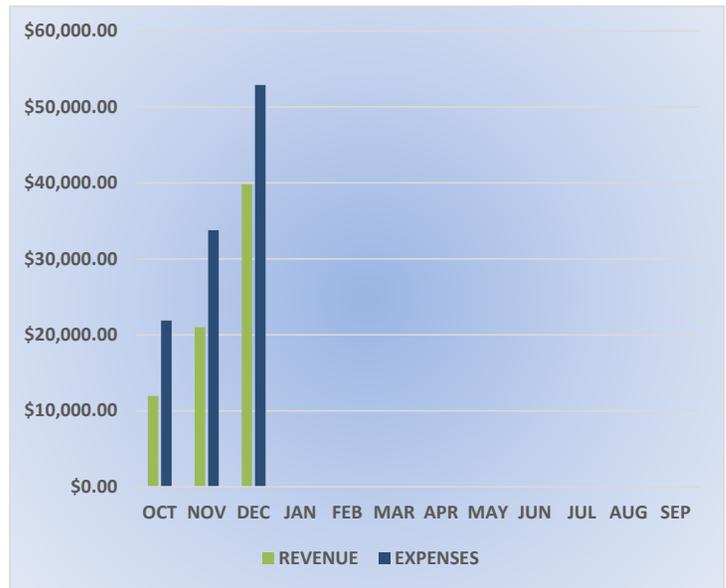
1. *RV Rentals* through **December** are **\$17,386.75** or **14%** of the budget. Collections through **December** in **FY 24-25** were **\$12,570**.

Expenditure Highlights:

In the Beach Operating Fund expenditures through **12/31/2025** are **\$52,905** or **8%** of the budget. This places overall spending **below** the budgeted benchmark.

BEACH FUND REVENUES VS EXPENSES FY2026

<u>MONTH</u>	<u>2026 REVENUE</u>	<u>2026 EXPENSES</u>	<u>MONTHLY VARIANCE</u>
OCT	\$11,966.15	\$21,894.56	\$ (9,928.41)
NOV	\$21,002.13	\$33,796.89	\$ (12,794.76)
DEC	\$39,822.14	\$52,904.92	\$ (13,082.78)
JAN			\$ -
FEB			\$ -
MAR			\$ -
APR			\$ -
MAY			\$ -
JUN			\$ -
JUL			\$ -
AUG			\$ -
SEP			\$ -
TOTAL	\$72,790.42	\$108,596.37	\$ (35,805.95)





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Beach Fund

Target Benchmark is 25%

	Dec-25		
	25-26 Budget	25-26 Adopted	
	Actual YTD	Budget	%
Revenues			
User and Svc Charges	32,223	190,000	17%
Other Revenue	7,599	32,500	23%
Intergovernmental Revenue	-	-	0%
Grant & Contribution	-	237,000	0%
Total Revenue	\$ 39,822	\$ 459,500	9%
Expenditures			
Technology Services	4,798	-	0%
Operations & Admin	48,107	695,701	7%
Total Expenditures	\$ 52,905	\$ 695,701	8%

	Dec-24		
	24-25 Budget	24-25 Adopted	
	Actual YTD	Budget	%
Revenues			
User and Svc Charges	13,090	235,000	6%
Other Revenue	7,571	32,500	23%
Intergovernmental Revenue	-	-	0%
Grant & Contribution	-	-	0%
Total Revenue	\$ 20,661	\$ 267,500	8%
Expenditures			
Technology Services	-	-	0%
Operations & Admin	37,921	307,330	12%
Total Expenditures	\$ 37,921	\$ 307,330	12%

Revenues Over/Under (\$13,083)

(\$17,260)

* Expenditures do not include encumbrances



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PORTS & HARBORS FUND OVERVIEW

Revenue Highlights:

In the Ports & Harbors Fund, revenues as of **12/31/25** are **\$774,840** or **52%** of the budget. In addition:

1. Dock Leases through **December** are **\$126,174** or **26%** of the budget. Collections through **December** in FY 24-25 were **\$123,097**.
2. *Tariffs* through **December** are **\$28,514** or **22%** of the budget. Collections through **December** FY 24-25 were **\$21,819**.
3. *NL Building Lease* through **December** is **\$25,150** or **26%** of the budget. Collections through **December** in FY 24-25 were **\$22,499**.

Expenditure Highlights:

In the Ports & Harbors Fund expenditures through **12/31/2025** are **\$123,221** or **7%** of the budget. This places overall spending **below** the budgeted benchmark.

PORTS AND HARBORS FUND REVENUES VS EXPENSES FY2026

<u>MONTH</u>	<u>2026 REVENUE</u>	<u>2026 EXPENSES</u>	<u>MONTHLY VARIANCE</u>
OCT	\$209,551.26	\$48,577.00	\$ 160,974.26
NOV	\$695,102.00	\$82,630.00	\$ 612,472.00
DEC	\$774,839.55	\$123,221.36	\$ 651,618.19
JAN			\$ -
FEB			\$ -
MAR			\$ -
APR			\$ -
MAY			\$ -
JUN			\$ -
JUL			\$ -
AUG			\$ -
SEP			\$ -
TOTAL	\$1,679,492.81	\$254,428.36	\$ 1,425,064.45





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PORT LAVACA**

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Ports & Harbors Fund
Target Benchmark is 25%

	Dec-25			Dec-24		
	25-26 Budget	25-26 Adopted	%	24-25 Budget	24-25 Adopted	%
	Actual YTD	Budget		Actual YTD	Budget	
Revenues						
User and Svc Charges	209,292	792,072	26%	197,544	818,955	24%
Fines and Forfeitures	1,718	500	344%	-	500	0%
Other Revenue	8,479	35,500	24%	8,084	35,600	23%
Grant and Contribution	459,067	556,872	82%	25,200	550,000	5%
Intergovernmental Revenue	96,284	96,284	0%	116,184	116,184	0%
Total Revenue	\$ 774,840	\$ 1,481,228	52%	\$ 347,013	\$ 1,521,239	23%
Expenditures						
Technology	3,911	6,424	61%	674	1,422	47%
City Harbor	-	8,000	0%	-	7,000	0%
Harbor of Refuge	2,500	100,000	3%	-	200,000	0%
Smith Harbor	-	11,000	0%	-	11,000	0%
Nautical Landings Marina	3,635	18,000	20%	5,040	35,000	14%
Operations	113,175	1,585,137	7%	79,935	1,390,279	6%
Total Expenditures	\$ 123,221	\$ 1,728,561	7%	\$ 85,650	\$ 1,644,701	5%

Revenues Over/Under **\$651,618**

\$261,363

* Expenditures do not include encumbrances

COMMUNICATION

SUBJECT: Receive Employee Training Review Acknowledgment report ending 12.31.2025

INFORMATION:

DATE: 01/06/2026
TO: COUNCIL - REGULAR CITY COUNCIL MEETING
SUBJECT: TRAINING REVIEW AND ACKNOWLEDGEMENT FORMS

Police:

Emp: Leann Leal
Training Title: Street Survival
Date: December 15, 2025 – December 16, 2025



CITY OF PORT LAVACA

TRAINING REVIEW & ACKNOWLEDGEMENT FORM

This form must be completed and submitted to your supervisor within 3 working days of returning from any training or conference that was paid for by the City.

EMPLOYEE NUMBER: 2250 EMPLOYEE NAME: LEANN LEAL

DEPARTMENT: PORT LAVACA POLICE DEPT. TRAINING / CONFERENCE DATE(S): 12/15-12/16

TRAINING/ CONFERENCE TITLE: STREET SURVIVAL

LOCATION: HUMBLE TX

1. Purpose of Training/ Conference

(Briefly explain the reason for attending and what the training was intended to accomplish)

To focus on critical patrol tactics and officer safety.

2. Summary of Activities or Topics Covered

(What sessions, classes, or workshops did you attend?)

The TCOLE training reinforced situation awareness and sound decision-making during high- risk encounters in the field.

3. Key Takeaways or Skills Learned

(What did you learn or gain from this experience?)

Due to the sensitive nature of the material, specific content is not appropriate for public release.

EMPLOYEE SIGNATURE: *Leann Leal* DATE: 01/06/2026

DEPARTMENT HEAD SIGNATURE: _____ DATE: _____

HR SIGNATURE: *[Signature]* DATE: _____

RECEIVED
JAN 06 2026

COMMUNICATION

SUBJECT: Receive Office of Court Administrators (OCA) Monthly report ending
12.31.2025

INFORMATION:

OFFICE OF COURT ADMINISTRATION
TEXAS JUDICIAL COUNCIL



OFFICIAL MUNICIPAL COURT MONTHLY REPORT

Month December Year 2025

Municipal Court for the City of PORT LAVACA

Presiding Judge RAYMOND B. PEREZ

If new, date assumed office _____

Court Mailing Address 202 N. VIRGINIA STREET

City PORT LAVACA, TX Zip 77979

Phone Number 361-552-9793

Fax Number 361-552-7933

Court's Public Email COURT@PORTLAVACA.ORG

Court's Website <https://portlavaca.org/city-departments/municipal-court/>

THE ATTACHED IS A TRUE AND ACCURATE REFLECTION OF THE RECORDS OF THIS COURT.

Prepared by SANDRA NOVELO

Date 1/2/2026 Phone Number 361-552-9793

PLEASE RETURN THIS FORM NO LATER THAN 20 DAYS FOLLOWING THE END OF THE MONTH REPORTED TO:

OFFICE OF COURT ADMINISTRATION
P O BOX 12066
AUSTIN, TX
78711-2066

PHONE: (737) 295-2330
FAX: (512) 463-1648

CRIMINAL SECTION

Section VII. Item #E.

CRIMINAL SECTION

Court: City of Port Lavaca			Traffic Misdemeanors			Non-Traffic Misdemeanors		
Month	DECEMBER	Year 2025	Non-Parking	Parking	City Ordinance	Penal Code	Other State Law	City Ordinance
1. Cases Pending First of Month			2,874	14	29	2,838	68	199
a. Active Cases			1,654	12	21	1,634	47	158
b. Inactive Cases			1,220	2	8	1,204	21	41
2. New Cases Filed During Month			21	0	0	39	2	0
3. Cases Reactivated			23	0	0	27	0	0
4. All Other Cases Added			0	0	0	0	0	0
5. Total Cases on Docket <i>(Sum of Lines 1a, 2, 3 & 4)</i>			1,698	12	21	1,700	49	158
6. Dispositions Prior to Court Appearance or Trial								
a. Uncontested Dispositions <i>(Disposed without appearance before a judge (CCP, Art. 27.14 (c)))</i>			0	0	0	8	0	0
b. Cases Dismissed by Prosecution			0	0	0	0	0	0
7. Final Dispositions in Open Court or at Trial								
a. Convictions								
1) Guilty Plea or Nolo Contendere			24	0	2	10	0	1
2) By the Court			0	0	0	0	0	0
3) By the Jury			0	0	0	0	0	0
b. Acquittals								
1) By the Court			0	0	0	0	0	0
2) By the Jury			0	0	0	0	0	0
c. Cases Dismissed by Prosecution			0	0	0	0	0	0
8. Compliance Dismissals								
a. After Driving Safety Course <i>(CCP, Art. 45.0511)</i>			6					
b. After Deferred Disposition <i>(CCP, Art. 45.051 or CCP, Art. 45.054)</i>			0	0	0	0	0	0
c. After Teen Court <i>(CCP, Art. 45.052)</i>			0	0	0	0	0	0
d. After Tobacco Awareness Course <i>(HSC, Sec. 161.253)</i>							0	
e. After Treatment for Chemical Dependency <i>(CCP, Art. 45.053 and HSC, Ch. 462)</i>						0	0	
f. After Proof of Financial Responsibility <i>(TC, Sec. 601.193)</i>			1					
g. All Other Transportation Code Dismissals			0	0	0	0	0	0
9. All Other Dispositions			0	0	0	0	0	0
10. Total Cases Disposed <i>(Sum of Lines 6, 7, 8 & 9)</i>			31	0	2	18	0	1
11. Placed on Inactive Status			14	2	0	37	0	0
12. Cases Pending End of Month			2,864	14	27	2,859	70	198
a. Active Cases <i>(Equals Line 5 minus the sum of Lines 10 & 11)</i>			1,653	10	19	1,645	49	157
b. Inactive Cases <i>(Equals Line 1b minus Line 3 plus Line 11)</i>			1,211	4	8	1,214	21	41
13. Show Cause and Other Required Hearings Held			4	0	0	4	1	0
14. Cases Appealed								
a. After Trial			0	0	0	0	0	0
b. Without Trial			0	0	0	0	0	0

CIVIL/ADMINISTRATIVE SECTION

Section VII. Item #E.

CIVIL SECTION

Court CITY OF PORT LAVACA		TOTAL CASES
Month	Year	
DECEMBER	2025	
1. Cases Pending First of Month		312
a. Active Cases		308
b. Inactive Cases		4
2. New Cases Filed During Month		1
3. Cases Reactivated		0
4. All Other Cases Added		0
5. Total Cases on Docket <i>(Sum of Lines 1a, 2, 3 & 4)</i>		309
DISPOSITIONS		
6. Uncontested Civil Fines or Penalties		0
7. Default Judgments		0
8. Agreed Judgments		0
9. Trial or Hearing by Judge or Hearing Officer		0
10. Trial by Jury		0
11. Cases Dismissed for Want of Prosecution		0
12. All Other Dispositions		0
13. Total Cases Disposed <i>(Sum of Lines 6 through 12)</i>		0
14. Placed on Inactive Status		0
15. Cases Pending End of Month		313
a. Active Cases <i>(Equals Line 5 minus the sum of Lines 13 & 14)</i>		309
b. Inactive Cases <i>(Equals Line 1b minus Line 3 plus Line 14)</i>		4
16. Cases Appealed		
a. After Trial		0
b. Without Trial		0

JUVENILE/MINOR ACTIVITY

Section VII. Item #E.

JUVENILE/MINOR ACTIVITY

Court CITY OF PORT LAVACA		
Month	DECEMBER	Year 2025
		TOTAL
1. Transportation Code Cases Filed (TC, Section 729.001)		2
2. Non-Driving Alcoholic Beverage Code Cases Filed		0
3. Driving Under the Influence of Alcohol Cases Filed (ABC, Sec. 106.041)		0
4. Drug Paraphernalia Cases Filed (HSC, Sec. 481.125(a))		0
5. Tobacco and E-Cigarettes Cases Filed (HSC, Sec. 161.252)		0
6. Truancy Cases Filed (Fam. Code, Sec. 65.003(a))		0
7. Education Code Cases Filed		0
8. Violation of Local Daytime Curfew Ordinance Cases Filed (Local Govt. Code, Sec. 341.905 or Sec. 351.903)		0
9. All Other Non-Traffic Fine-Only Cases Filed		0
10. Transfer to Juvenile Court:		
a. Mandatory Transfer (Fam. Code, Sec. 51.08(b)(1))		0
b. Discretionary Transfer (Fam. Code, Sec. 51.08(b)(2))		0
11. Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct) (CCP, Art. 45.050(c)(1) and Fam. Code, Sec. 65.251)		0
12. Held in Contempt by Criminal Court (Fined and/or Denied Driving Privileges) (CCP, Art. 45.050(c)(2) and Fam. Code Sec. 65.251)		0
13. Juvenile Statement Magistrate Warning:		
a. Warnings Administered		0
b. Statements Certified (Fam. Code, Sec. 51.095(a)(1)(D))		0
14. Detention Hearings Held (Fam. Code, Sec. 54.01)		0
15. Orders for Non-Secure Custody Issued (CCP, Art. 45.058)		0
16. Parent Contributing to Nonattendance Cases Filed (Ed. Code, Sec. 25.093)		0

ADDITIONAL ACTIVITY

Court: CITY OF PORT LAVACA		NUMBER GIVEN	NUMBER REQUESTS FOR COUNSEL	Section VII. Item #E.
Month	Year			
DECEMBER	2025			
1. Magistrate Warnings				
	a. Class C Misdemeanors	0		
	b. Class A and B Misdemeanors	0	0	
	c. Felonies	0	0	
			TOTAL	
2. Arrest Warrants Issued				
	a. Class C Misdemeanors		72	
	b. Class A and B Misdemeanors		0	
	c. Felonies		0	
3. Capiases Pro Fine Issued (CCP, Art. 45.045)			0	
4. Search Warrants Issued			0	
5. Warrants for Fire, Health and Code Inspections Issued (CCP, Art. 18.05)			0	
6. Examining Trials Conducted (CCP, Art. 16.01)			0	
7. Emergency Mental Health Hearings Held (HSC, Sec. 573.012)			0	
8. Magistrate's Orders for Emergency Protection (CCP, Art. 17.292)			0	
9. Magistrate's Orders for Ignition Interlock Device Issued (CCP, Art. 17.441)			0	
10. All Other Magistrate's Orders Issued Requiring Conditions for Release on Bond (CCP, Art. 17)			0	
11. Driver's License Denial, Revocation or Suspension Hearings Held (TC, Sec. 521.300)			0	
12. Disposition of Stolen Property Hearings Held (CCP, Ch. 47)			0	
13. Peace Bond Hearings Held (CCP, Art. 7.03)			0	
14. Cases in Which Fine and Court Costs Satisfied by Community Service (CCP, Art. 45.049 or 45.0492)				
	a. Partial Satisfaction		0	
	b. Full Satisfaction		0	
15. Cases in Which Fine and Court Costs Satisfied by Jail Credit			20	
16. Cases in Which Fine and Court Costs Waived for Indigency (CCP, Art. 45.0491)			2	
17. Amount of Fines and Court Costs Waived for Indigency (CCP, Art. 43.091)			\$164.00	
18. Total Fines, Court Costs and Other Amounts Collected				
	a. Retained by City		\$5,648.29	
	b. Remitted to State		\$2,933.21	
	c. Total		\$8,581.50	

COMMUNICATION

SUBJECT: Receive Victoria Economic Development Corporation (VEDC) Monthly Report

INFORMATION:

VEDC Update for Port Lavaca
DECEMBER RECAP
Presented January 2025

Residential

- VEDC is waiting to hear back from a residential developer so we can discuss Port Lavaca (this specific developer was very excited about the TIRZ being passed).

Marketing

- VEDC will be adding the TIRZ information to all marketing.
- VEDC will be having some photos done soon to compliment the web page. This has been weather dependent.
 - Photos will include both an “industrial” look and a retail look.
- Tania will be uploading photos for Film Friendly. ONCE THE PHOTOS ARE UPLOADED, AN ANNOUNCEMENT WILL BE SENT OUT BY THE STATE, ACKNOWLEDGING THIS.
- VEDC staff has continued to post on the Port Lavaca Economic Development Facebook page.
 - **PLEASE LIKE AND FOLLOW THE PORT LAVACA ECONOMIC DEVELOPMENT** page.
- VEDC staff have been pushing out information to the small business community on the Port Lavaca Small Business Facebook page, to grow the page to enable us to share more information.
- VEDC staff share grant opportunities when we see them.

Business

- The VEDC staff has reached out to a combined (breakfast/lunch) concept sit down restaurant to have a discussion with them opening in Port Lavaca. This is still pending as we were told to reach out after the new year.
- VEDC staff will meet again with the two developers (we met with them in November) to discuss possible projects. They have been provided with the Market Guide, and the TIRZ boundary map. The discussion is on existing pad sites, and possible residential.
- VEDC will host more workshops this year. Workshops will be conducted on a regular basis beginning in the new year. There is already a basic schedule, with topics set. VEDC staff works with T. French on these as it relates to scheduling and input, as she is well informed with the business community.
 - Business Start-up
 - AI for Business
 - Business Plans
 - And more

Other

- VEDC staff attended the City Planning meeting held on December 2nd, for the Comprehensive Plan.
- VEDC staff will be working hard to attract more businesses and new retailers. Schedules permitting, below are some of the summits and conferences 1 VEDC staff member will attend:
 - February – ICSC – to speak with retailers
 - February – IAMC (Industrial Asset Management Council)
 - May – Select USA – Foreign Direct Investment Summit
 - June – Texas Consultant Summit
 - September - IMTS
-

- VEDC staff will also continue with continued education in the form of conferences and summits (not all staff attend all events). VEDC staff attend training and conferences throughout the year. There are training opportunities as they relate to economic development. **If any council member is ever interested in knowing more, please let VEDC staff know.**
 - February – TEDC Winter Conference
 - March – IEDC Leadership Summit
 - March – Sales Tax Workshop (Danielle)
 - March – Women in Economic Development
 - June – TEDC Midyear
 - October – TEDC Annual

COMMUNICATION

SUBJECT: Receive Quarterly Capital Project Progress Report from 10.01.2025 to 12.31.2025

INFORMATION:



QUARTERLY CAPITAL PROJECTS PROGRESS REPORT

10/01/2025 - 12/31/2025

Section VII. Item #G.

36
PROJECTS
BUDGETED FOR FY 25-26

33%
PROJECTS COMPLETION
FOR FY 25-26

● NOT STARTED
 ● BEHIND
 ● ON TRACK
 ● OVERDUE
 ● COMPLETE

FUND	PROJECT NAME	TOTAL PROJECT COST	TOTAL PROJECT EXPENSES TO DATE	DETAILS	UPDATE	TOTAL PROJECT COMPLETION
GF	DETENTION POND - HALF LEAGE/GEORGE STREET CDBG MIT F 082	\$7,945,332	\$249,747	IMPROVE TWO MAJOR DRAINAGE SYSTEMS TO INCREASE THE EXCESS WATER FLOW OUT OF THE CITY TO PREVENT FUTURE FLOODING.	ENVIRONMENTAL PHASE	3%
BONDS/LOANS	STREET RECONSTRUCTION- INDEPENDENCE DR.	\$5,170,529	\$3,782,922	RECONSTRUCTION OF INDEPENDENCE DR TO THREE-LANE ROAD WITH CURB AND GUTTER AND UNDERGROUND STORM SEWER	CONSTRUCTION IS ONGOING	73%
BONDS/LOANS	STREET RECONSTRUCTION ALAMO HEIGHTS	\$9,669,716	\$7,437,495	UPGRADE THE DOWNSTREAM DRAINAGE SYSTEM.	CONSTRUCTION IS ONGOING.	77%
BONDS/LOANS	STREET REHABILITATION- WESTERN HEIGHTS	\$2,829,300	\$55,000	REHABILITATION OF BORDER, WAREHOUSE, AND CENTRAL ST. WITHIN THE WESTERN HEIGHTS AREA.	ENGINEERING DESIGN IS ALMOST COMPLETED. CONSTRUCTION SOLICITATION IS PLANNED IN FEBRUARY 2026.	2%
GF	SIDEWALK IMPROVEMENT- VILLAGE ROAD	\$50,000	\$0	CONSTRUCTION OF A NEW SIDEWALK ALONG VILLAGE ROAD, EXTENDING FROM CAVELIER TO THE PORT LAVACA NURSING FACILITY.	ENGINEERING DESIGN IS COMPLETED. CONSTRUCTION SOLICITATION IS PLANNED IN JANUARY 2026.	0%
GF	BUTTERFLY PARK-WROUGHT IRON/BRICK	\$40,000	\$0	INSTALLATION OF DECORATIVE WROUGHT IRON	NOT STARTED	0%

FUND	PROJECT NAME	TOTAL PROJECT COST	TOTAL PROJECT EXPENSES TO DATE	DETAILS	UPDATE	Section VII. Item #G.
GF	WILSON PARK-COVERED BASKETBALL COURT	\$350,000	\$0	COVERED BASKETBALL COURT	ENGINEERING PHASE	0%
GF	CITY PARK/ ASHLEY FIELD	\$15,000	\$0	SIGNS REPAIR AND PURCHASE OF BLEACHERS	NOT STARTED	0%
GF	SOUTH PACIFIC DEPOT IMPROVEMENTS	\$100,000	\$0	INVOLVES UPGRADES AND RENOVATIONS TO THE INTERIOR OF THE HISTORIC DEPOT	NOT STARTED	0%
GF	BAUER PARKING LOT LIGHT POLE REPLACEMENT	\$100,000	\$0	INVOLVES THE REPLACEMENT OF AGING OR NON-FUNCTIONAL POLES IN THE PARKING LOT OF THE BAUER COMMUNITY CENTER	NOT STARTED	0%
GRANT	COASTAL RESILIENCY- LIVING SHORELINE	\$13,645,005	\$1,670,341	THE PROJECT PROPOSES TO REDUCE WAVE ENERGY AND STORM SURGE ACTING ON THE SHORELINE DURING COLD FRONTS AND EXTREME EVENTS	CONSTRUCTION CONTRACT AWARD PHASE	12%
GF	CITY HALL SECURITY UPGRADE PHASE IV & V	\$350,000	\$30,624	THE PROJECT ENHANCES THE SAFETY AND SECURITY OF THE CITY HALL FACILITIES	ABATEMENT WILL BE PERFORMED IN JANUARY 2026. CONSTRUCTION PHASE IV WILL START IN JANUARY 2026. PHASE V (ENGINEERING) NOT STARTED.	9%
GF	DRIVE-THRU AWNING	\$75,000	\$27,082	INSTALLATION OF A PERMANENT AWNING STRUCTURE OVER THE DRIVE-THRU AREA AT CITY HALL. WILL BE CONSTRUCTED TO COVER THE NEWLY COMPLETED PNEUMATIC TUBE SYSTEM	THE WORK WILL BE COMPLETED BY JANUARY 16TH, 2026	36%
GF	INSTALL LADIES' RESTROOM AND SHOWER	\$15,000	\$0	THE PROJECT INVOLVES THE INSTALLATION OF A DEDICATED LADIES' RESTROOM AND SHOWER FACILITY AT THE FIRE DEPARTMENT	CONSTRUCTION IN PROGRESS, PO ISSUED	0%
GF	FIRE STATION ROOF RELACEMENT	\$83,050	\$83,050	THE PROJECT INVOLVES THE COMPLETE REMOVAL AND REPLACEMENT OF THE EXISTING ROOF AT THE FIRE STATION	COMPLETED. BUDGETED \$100,000. COST SAVINGS: \$16,950.	100%
GF	CAMERAS & MICROPHONES	\$31,960	\$0	THE PROJECT INVOLVES THE INSTALLATION OF A UNIFIED SURVEILLANCE AND ACCESS SYSTEM AT THE POLICE DEPARTMENT	NOT STARTED	0%
GF/GRANT	"KITCHEN PROPERTY" PUBLIC ACCESS TO LAVACA BAY	\$529,500	\$0	THE CITY WILL CONSTRUCT THE SHORELINE IMPROVEMENTS AND ESTABLISH THE TRACT AS A DESIGNATED PUBLIC PARK	WILL BE ABLE TO PURCHASE PROPERTY IN APRIL 2026	0%

FUND	PROJECT NAME	TOTAL PROJECT COST	TOTAL PROJECT EXPENSES TO DATE	DETAILS	UPDATE	Section VII. Item #G.
GF/GRANT	GENERATORS FOR BAUER COMMUNITY CENTER	\$314,090	\$0	PURCHASE AND INSTALLATION OF A BACKUP GENERATOR FOR THE BAUER COMMUNITY CENTER	THIS IS A GRANT FROM TDEM WITH 75%/25%. WE HAVEN'T BEEN AWARDED YET. IT IS UNDER FEMA REVIEW.	0%
GF	SELF-CONTAINED BREATHING APPARATUS RELACEMENT	\$74,774	\$74,774	THE FIRE DEPARTMENT REPLACES OUTDATED SELF-CONTAINED BREATHING APPARATUS	COMPLETED. BUDGETED \$75,000. COST SAVINGS: \$226	100%
GF	FURNITURE & AMENITIES	\$25,000	\$0	ACQUISITION AND INSTALLATION OF NEW FURNITURE AND AMENITIES FOR BAUER COMMUNITY CENTER	NOT STARTED	0%
GF	RADIOS & INSTRUMENTS	\$27,327	\$0	ACQUISITION OF UPDATED RADIOS AND SUPPORTING COMMUNICATION INSTRUMENTS FOR THE POLICE DEPARTMENT	NOT STARTED	0%
GRANT/PUF	SEWER LINE REPLACEMENT LA SALLE & TRINITY STREETS CDV23-0209	\$575,000	\$50,750	REPLACE 850 LF OF 8" SEWER LINE ON LA SALLE STREET AND 1,475 LF OF 8" SEWER LINE ON TRINITY STREET	CONSTRUCTION CONTRACT AWARD PHASE	9%
PUF	SLOPE & COVER SHORELINE PROTECTION OF CHOCOLATE BAYOU	\$150,000	\$0	CONSTRUCTION OF A BULKHEAD ALONG A CRITICALLY ERODED AREA OF THE CHOCOLATE BAYOU SHORELINE	ENGINEERING PHASE	0%
PUF	12" LINK BETWEEN WATER TOWERS PHASE I	\$750,000	\$0	INSTALLATION OF A 12-INCH WATER MAIN TO CONNECT THE CITY'S TWO WATER TOWERS DIRECTLY.	NOT STARTED	0%
UTILITY CONSTRUCTION FUND	LIFT STATION UPGRADES: ANN	\$890,500	\$688,540	A COMPREHENSIVE UPGRADE TO THE ANN STREET LIFT STATION	CONSTRUCTION IN PROGRESS	77%
BONDS/LOANS	LYNN'S BAYOU WWTP EXPANSION	\$2,290,575	\$1,998,711	THE PROJECT INVOLVES THE EXPANSION OF THE LYNN'S BAYOU WASTEWATER TREATMENT PLANT	ENGINEERING DESIGN PHASE	87%
BEACH FUND	RAISED CROSSWALK AND SIDEWALK	\$30,000	\$0	CONSTRUCTION OF A RAISED CROSSWALK AND ACCESSIBLE SIDEWALK CONNECTING THE SPLASH PAD AREA TO THE PUBLIC RESTROOM FACILITIES	NOT STARTED	0%

FUND	PROJECT NAME	TOTAL PROJECT COST	TOTAL PROJECT EXPENSES TO DATE	DETAILS	UPDATE	Section VII. Item #G.
BEACH FUND	3 CABANAS AT SPLASHPAD	\$25,000	\$0	INSTALLATION OF THREE NEW SHADED CABANAS AT THE CITY'S SPLASH PAD FACILITY	NOT STARTED	0%
BEACH FUND/GRANT	CEPRA LIGHTHOUSE BEACH SHORELINE PROTECTION PHASE II	\$395,000	\$0	ADDING A LIVING SHORELINE AT PORT LAVACA ALONG THE BAY SHORELINE SOUTHWEST OF THE LAVACA BAY TO ENHANCE WETLANDS AND IMPROVE THE QUALITY OF RUNOFF INTO LAVACA BAY	APPLICATION FOR PERMIT SUBMITTED TO ARMY CORPS	0%
HOT	GATEWAY SIGN & LANDSCAPING AT HWY 35 & 87	\$150,000	\$8,371	DESIGN, CONSTRUCTION, AND INSTALLATION OF A NEW GATEWAY SIGN ALONG WITH ENHANCED LANDSCAPING AT THE INTERSECTION OF HIGHWAY 35 & 87	TXDOT PERMITTING PHASE	6%
GRANT	SHORELINE CLEANUP	\$500,612	\$14,900	RESTORE THE NATURAL CONDITIONS FOR THE BAY HABITAT, INCLUDING FISH AND MARSHES, BY REMOVING THREE BARGES	CONSTRUCTION CONTRACT AWARD PHASE	3%
GRANT/ PORT FUND/GF	IMPROVEMENT SMITH HARBOR DOWNTOWN WATERFRONT MASTER PLAN	\$725,000	\$356,007	IMPROVEMENT OF SMITH HARBOR, RENOVATION TO THE EXISTING PARKING AREA, ADDING VEGETATED STRIP FILTERS AND OTHER GREEN INFRASTRUCTURE	ENGINEERING PHASE, CONSTRUCTION BIDS ANTICIPATED IN FEBRUARY 2026	49%
GRANT	PUBLIC ACCESS BOARDWALK AT SMITH HARBOR	\$523,300	\$300	ADA-ACCESSIBLE PUBLIC ACCESS TO LAVACA BAY BY CONSTRUCTION OF A 10FT WIDE BOARDWALK ALONG THE EXISTING CONCRETE SEAWALL	THIS IS A CMP GRANT FROM GLO. EXPECTING THE GRANT CONTRACT DOCUMENT BY THE END OF MARCH 2026	0%
PORT FUND	BULKHEADING ALONG THE NORTH SIDE OF SMITH HARBOR	\$200,000	\$0	INSTALLATION OF A NEW BULKHEAD ALONG THE NORTH SIDE OF SMITH HARBOR TO STABILIZE THE SHORELINE AND PREVENT FURTHER EROSION	ENGINEERING PHASE	0%
GRANT	REPAIR OF CORRUGATED METAL PIPE CULVERTS IN CORPORATION DITCH	\$750,000	\$0	REPAIR OR FULL REPLACEMENT OF DETERIORATED CORRUGATED METAL PIPE CULVERTS LOCATED WITHIN THE CORPORATION DITCH	ENGINEERING AND ENVIRONMENTAL PHASE	0%
GRANT	OLD LANDFILL SHORELINE RESTORATION HARBOR OF REFUGE	\$523,550	\$10,216	REHABILITATION AND STABILIZATION OF THE CITY'S ERODING SHORELINE TO PROTECT PUBLIC INFRASTRUCTURE	ENGINEERING AND ENVIRONMENTAL PHASE	2%

TOTAL: \$49,919,121 \$16,538,831

33%



Brittney Hogan
Finance Director

01/02/2026

Date

COMMUNICATION

SUBJECT: Receive Quarterly Public Works Report from 10.01.2025 to 12.31.2025

INFORMATION:

Parks Quarterly Report from 10/1/25 to 12/31/25

Maintained all City Parks bathrooms and grounds.

Maintained BCC as needed after events.

Maintained all trashcans on piers and bird walk.

Maintain ball fields at Wilson Park, rake and weed control.

Complete Park inspections forms and do repairs as needed.

Pressure Pavilions at Bayfront, City and George Adams Parks.

Replaced light fixtures at George Adams pavilion.

Painted missing strips in parking lot; repaired and painted yellow curbs at BCC.

Replaced 3 Entrance door light fixtures at BBC and repaired 2 pole lights on front sidewalk.

Repaired water fountain and gate at Butterfly Park.

Repaired 1 flagpole at Bayfront veteran memorial and did maintenance on the other flag poles.

We started replacing landscape timbers with plastic borders and replacing sand at LHB volleyball court.

We replaced several GFCI and hung Christmas lights at City Hall and on Main Street.

Relocated desks and file cabinets from several offices for upcoming remodel at City Hall.

Streets Quarterly report October - December 2025

Zip, grade, prime and seal coat Sanchez Ave

Clean the Corporation Ditch on Williams Street from W Main Street to W Austin Street.

Build Volleyball court at Light House Beach

Clean ditch on Broadway close to Tiney Browning Blvd

Clean ditch next to Sonic from 35 to Independence

Install billiards at Light House Beach

Cut grass around town as needed

Potholes on Saluria Pl, Del Mar Dr, LaSalle Blvd, Harbor Dr, Warehouse St, Border St, Central Ave, Stanley Lester St, Ann St, Benavides St, Travis St, Bowie St, Calhoun St, E Wilson St, Suncrest St, Linnville Dr, Seascape Dr, Royale Dr, Las Brisas St, Biscayne St, Biloxi St, Boston St, Harbor Dr E, Nueces St, Knipling St, N. San Antonio St.

Sweeper Log 10/01/25-12/31/25				
Date	Miles	Load Dumps	Area	
10/17/2025	18	1	Area 2 Brookhollow Estates	
10/21/2025	40	4	Area 2 Brookhollow Estates	
10/22/2025	36	4	Area 2 Brookhollow Estates and Brookhollow	
10/23/2025	43	4	Area 2 Brookhollow	
10/24/2025	48	4	Area 1 Claret Crossing	
10/27/2025	38	4	Area 4 Main thru Virginia	
10/28/2025	33	4	Area 4 Main thru Broadway	
10/29/2025	32	4	Area 4 Commerce thru Live Oak	
10/30/2025	31	4	Area 4 Live Oak & George/ Half League thru Virginia	
11/3/2025	26	4	Area 4 George thru Kipling	
11/4/2025	33	4	Area 2 Benavides & San Faubian	
11/5/2025	28	4	Area 2 San Antonio & Tilley	
11/6/2025	28	4	Area 4 Wilson & Benavides	
11/13/2025	1	0	Area 4 George St	
11/18/2025	29	4	Area 3/4 Oleander & Viola	
11/19/2025	22	3	Area 4 Ann & Leona	
12/8/2025	26	4	Area 4 Lavaca & Nueces	
12/9/2025	23	4	Area 4 Center & Juanita	
12/10/2025	35	4	Area 4 Center and Nueces	
12/11/2025	30	4	Area 4 Center & Ann	
12/15/2025	29	4	Area 4 Guadalupe & Alice Wilkens	
12/22/2025	30	4	Area 2/4 San Faubian & San Antonio	

Work Order Summary w/ Details

Date Printed: 01/05/2026

Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

WO001090	Completed	Non-PM	Medium	Reactive Maintenance	Other	Streets, Signs & Sidewalks			Jose Perez	12/22/2025		12/22/2025	0.00	0.00
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water break patch

Tommy, roger and Michael prepped road, Frank, Alex and Oscar patched up

WO001089	Completed	Non-PM	Medium	Reactive Maintenance	Other	Streets, Signs & Sidewalks			Jose Perez	12/22/2025		12/22/2025	0.00	0.00
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water break patch

Tommy, roger and Michael prepped road, Frank, Alex and Oscar patched up

WO001088	Completed	Non-PM	Medium	Reactive Maintenance	Other	Streets, Signs & Sidewalks			Jose Perez	12/22/2025		12/22/2025	0.00	0.00
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Water break patch

Tommy, roger and Michael prepped road, Frank, Alex and Oscar patched up

WO001087	Completed	Non-PM	Medium	Reactive Maintenance	Other	Streets, Signs & Sidewalks			Jose Perez	12/22/2025		12/22/2025	0.00	0.00
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Water break patch

Road Repair completed Tommy, roger and Michael prepped road, Frank, Alex and Oscar patched up

WO001086	Completed	Non-PM	Medium	Reactive Maintenance	Other	Streets, Signs & Sidewalks			Jose Perez	12/22/2025		12/22/2025	0.00	0.00
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Water break patch

Tommy, roger and Michael prepped road, Frank, Alex and Oscar patched up

WO001085	Completed	Non-PM	Medium	Reactive Maintenance	Other	Streets, Signs & Sidewalks			Jose Perez	12/22/2025		12/22/2025	0.00	0.00
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Work Order Summary w/ Details

Date Printed: 01/05/2026

Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost.\$	Hour(s)
Work requested														
Action Taken														
Comments														
Water break patch														
Tommy, roger and Michael prepped road, Frank, Alex and Oscar patched up														

WO001064	Completed	Non-PM	Medium		Other	Streets, Signs & Sidewalks			Jose Perez	12/03/2025		12/17/2025	0.00	0.00
lights														
Put up Christmas lights at Bayfront and hang the Christmas light and banners.														

WO001041	Completed	Non-PM	Medium	Reactive Maintenance	Other	Streets, Signs & Sidewalks			Jose Perez	11/03/2025	10/25/2025	10/27/2025	0.00	0.00
Customer called that the yield sign at 5th and Justice was down.														
Notify Jose about the sign that Monday and they got it fix														

WO001037	Completed	Non-PM		Reactive Maintenance	Other	Streets, Signs & Sidewalks			Jose Perez	10/19/2025		11/19/2025	0.00	0.00
Citizen requested to have the loose rock swept up out of this intersection. He almost fell down on his motorcycle from skating on the rocks.														
Was on State rd, Texdot cleaned it up														

WO001001	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	09/23/2025		10/22/2025	0.00	0.00
Pot holes														
Potholes were cutout cleaned and filled with cold mix														

WO000999	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	09/23/2025		10/22/2025	0.00	0.00
pot holes														
Potholes were cut out cleaned and filled with cold mix														

Work Order Summary w/ Details

Date Printed: 01/05/2026

Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
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WO000939	Completed	Non-PM		Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	08/18/2025		10/06/2025	0.00	0.00
Sanchez Ave. is in desperate need of pot hole repair.														
Entire road was zip, graded, added limestone, primer and seal coated														

WO000866	Completed	Non-PM	Medium	Reactive Maintenance	Other	Streets, Signs & Sidewalks			Jose Perez	06/26/2025		10/21/2025	0.00	0.00
sink hole														
Filled with top soil														

WO000374	Completed	Non-PM		Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	03/17/2025		10/06/2025	0.00	0.00
The whole street is in desperate need of pothole repairs.														
Entire road was zip, graded, added limestone, primer and seal coated														

WO000315	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	02/25/2025		11/19/2025	0.00	0.00
Fill pot holes														
Potholes were cut and filled with coldmix the week before the faire, city side was done but notice potholes in trailer property did not do														
Customer reported there are several pot holes along Henry Barber Way														

WO000254	Completed	Non-PM	Medium	Improvements	Other	Streets, Signs & Sidewalks			Jose Perez	01/23/2025		11/19/2025	0.00	0.00
Ditch cleaning														
Got water flowing, couldnt do to much do to shallow gas line.														

Work Order Summary w/ Details

Date Printed: 01/05/2026

Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

WO000143	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	09/11/2024		10/06/2025	0.00	0.00
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pot holes

Entire road was zip, graded, added limestone, primer and seal coated

There are multiple pot holes on Sanchez Ave that need to be filled

WO000018	Completed	Non-PM	Medium	Reactive Maintenance	Other	Streets, Signs & Sidewalks			Jose Perez	02/21/2024		11/19/2025	0.00	0.00
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curb holds water

Nothing to do, the whole street is like that, slow draining of water.

Records Selected: 18

Total Cost \$ 0.00
Total Hrs 0.00

Report Parameters

Filter:

Search:

Advanced Filters: [Site] Equals 'Streets, Signs & Sidewalks' And [Site] Equals 'Streets, Signs & Sidewalks' And [Completed] Between '10/01/2025' And '12/31/2025'

Tags:

Utility Quarterly Report

For the month of October, the Utility Department did 3 Sewer Complaints, 1 Hydrant replacement, 2 hydrant repairs and 5 Main line repairs.

For the month of November, the Utility Department did 8 Sewer complaints, 1 Hydrant Replacement and 7 Main line repairs.

For the month of December, the Utility Department did 19 Sewer Complaints ,2 Sewer service line repairs, 5 Main line repairs, 1 Water service line repair, 3 Water taps and 2 Hydrant Replacements

Wastewater Quarterly Report

For the Month of October, the Wastewater Department did Daily Lab Operations, the Lift station Inspections, changed 3 electrical Breakers at Brooks Lift station and dipped the lift stations.

For the month of November, the Wastewater Department did Daily Lab Operations, the Lift stations Inspections, the Quarterly Bio Samples, Mowed the lift stations, Clean the Clarifier to get repair and dipped the lift stations.

For the Month of December, the Wastewater Department did Daily Lab Operations, the Lift stations Inspections and dipped the Lift stations.

October

DATE	Daily E-COCCI	Daily LOG	Daily pH	Daily D.O.	BOD MG/L	LOAD LBS.	TSS MG/L	LOAD LBS.	NH3 MG/L	LOAD LBS.	FLOW MGD	Daily RAIN	COPPER mg/L	COPPER ug/L	LOAD LB/DAY	ZINC mg/L	ZINC ug/L	LOAD LB/DAY
1	1.00	0.00									1.21	0.00						
2	1.00	0.00	6.7	2.2	21.0	2.7	26.5	0.041	0.397	1.16	0.00							
3	5.20	0.72									1.34	0.18						
4	2.00	0.30									1.16	0.00						
5	12.10	1.08									1.23	0.00						
6	6.00	0.78									1.20	0.00						
7	6.00	0.79	7.4	7.1	20.2	1.6	15.9	0.040	0.404	1.21	0.00	0.00739	7.39		0.0746	0.0266	26.60	0.2684
8	7.20	0.86									1.19	0.00						
9	5.00	0.70		6.8	2.0	2.2	22.3	0.040	0.404	1.21	0.00							
10	7.10	0.85									1.15	0.00						
11	4.10	0.61									1.08	0.00						
12	3.00	0.48									1.15	0.00						
13	6.10	0.79									1.21	0.00						
14	1.00	0.00	7.6	6.9	3.0	2.7	26.5	0.040	0.387	1.16	0.00	0.00518	6.18		0.0598	0.0235	23.50	0.2273
15	3.00	0.48									1.09	0.00						
16	2.00	0.30		6.8	2.0	1.6	15.2	0.040	0.384	1.15	0.00							
17	4.00	0.60									1.11	0.10						
18	6.10	0.79									1.14	0.00						
19	2.00	0.30									1.17	0.00						
20	4.10	0.61									1.17	0.00						
21	6.00	0.78	7.5	6.6	2.4	2.0	18.0	0.040	0.360	1.08	0.00	0.00597	5.97		0.0538	0.0188	18.80	0.1693
22	3.00	0.48									1.19	0.00						
23	3.00	0.48		6.9	2.0	1.6	15.8	0.040	0.394	1.18	0.00							
24	1.00	0.00									1.45	0.96						
25	2.00	0.30									1.46	0.15						
26	1.00	0.00									1.28	0.00						
27	3.00	0.48									1.21	0.00						
28	2.00	0.30	7.6	6.7	3.0	3.1	33.5	0.041	0.445	1.30	0.18	0.00526	5.26		0.0570	0.0193	19.30	0.2093
29	6.10	0.79									1.11	0.00						
30	3.00	0.48		7.7	2.0	2.1	18.8	0.066	0.589	1.07	0.00							
31	7.10	0.85									0.93	0.00						
TOTAL	1.0	15.95	30.0	62.2	20.5	200.9	19.7	192.6	0.388	3.8	36.75	1.57	0.02480	24.80	0.2452	0.0882	88.20	0.8744
AVERAGE	3.9	0.50	7.5	6.9	2.3	22.3	2.2	21.4	0.043	0.4	1.19	0.05	0.00620	6.200	0.0613	0.0221	22.050	0.2186
MAXIMUM	12.1	GEOMEAN	7.6	7.7	3.0	32.2	3.1	33.5	0.066	0.6	1.46	0.96	0.00739	7.390	0.0746	0.0266	26.600	0.2684
MINIMUM	1.0	3.2	7.4	6.6	2.0	17.8	1.6	15.2	0.040	0.4	1.07	0.00	0.00526	5.26	0.0538	0.0188	18.80	0.1693

November

DATE	Daily E-COCCI	LOG	Daily pH	Daily D.O.	BOD MG/L	LOAD LBS.	TSS MG/L	LOAD LBS.	NH3 MG/L	LOAD LBS.	FLOW MGD	Daily RAIN	COPPER mg/L	COPPER ug/L	LOAD LB/DAY	ZINC mg/L	ZINC ug/L	LOAD LB/DAY
1	15.80	1.20									1.15	0.15						
2	2.00	0.30									1.14	0.00						
3	1.00	0.00									1.13	0.00						
4	1.00	0.00	7.5	7.3	2.0	19.5	2.0	19.5	0.0	0.4	1.17	0.00	0.00488	4.88	0.0476	0.0191	19.10	0.1864
5	1.00	0.00									1.10	0.00						
6	1.00	0.00		6.8	2.4	21.8	2.1	19.2	0.1	0.6	1.09	0.00						
7	1.00	0.00									1.13	0.00						
8	1.00	0.00									1.09	0.00						
9	4.00	0.60									1.09	0.00						
10	2.00	0.30									1.02	0.00						
11	3.00	0.48	7.6	8.0	2.0	17.2	2.0	17.5	0.1	0.4	1.03	0.00	0.00514	5.14	0.0442	0.0202	20.20	0.1735
12	1.00	0.00									1.21	0.00						
13	3.10	0.49		7.3	2.5	23.6	1.9	17.8	0.1	0.5	1.13	0.00						
14	2.00	0.30									1.09	0.00						
15	32.70	1.51									1.12	0.00						
16	2.00	0.30									1.21	0.00						
17	1.00	0.00									1.21	0.00						
18	6.20	0.79	7.6	7.0	2.0	19.8	1.9	19.0	0.1	0.5	1.19	0.00	0.00499	4.99	0.0495	0.0212	21.20	0.2104
19	2.00	0.30									1.23	0.00						
20	1.00	0.00		6.9	2.8	28.2	2.2	21.9	0.1	1.0	1.19	0.00						
21	1.00	0.00									1.14	0.00						
22	2.00	0.30									1.09	0.00						
23	2.00	0.30									1.14	0.01						
24	3.00	0.48									1.23	0.16						
25	1.00	0.00	7.6	7.0	5.2	48.9	5.6	52.6	0.1	1.4	1.13	0.00	0.00468	4.68	0.0441	0.0215	21.50	0.2026
26	3.00	0.48		6.7	3.3	30.3	1.5	13.5	0.0	0.4	1.10	0.00						
27	2.00	0.30									0.95	0.00						
28	1.00	0.00									1.04	0.02						
29	4.00	0.60									1.01	0.09						
30	2.00	0.30									1.15	0.21						
TOTAL	1.0	9.34	30.3	57.1	22.2	208.3	19.2	181.0	0.55	5.24	33.70000	0.64	0.0197	19.6900	0.19	0.0820	82	0.772918
AVERAGE	3.5	0.31	7.6	7.1	2.8	26.2	2.4	22.6	0.07	0.65	1.12333	0.021	0.0049	4.9225	0.046	0.0205	20.5	0.193229
MAXIMUM	32.7	GEOMEAN	7.6	8.0	5.2	48.9	5.6	52.6	0.15	1.40	1.23000	0.210	0.0051	5.1400	0.050	0.0215	21.5	0.210402
MINIMUM	1.0	2.0	7.5	6.7	2.0	17.2	1.5	13.5	0.95	0.00	0.00468	4.68	0.0047	4.6800	0.04	0.0191	19.1	0.173522

Work Order Summary w/ Details

Date Printed: 01/05/2026

Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

WO001111	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	01/02/2026	12/29/2025	12/29/2025	0.00	0.00
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Customer called that there was water going down the street
 pump the water out of the meter box to find out that the gasket on the customer side of the meter was leaking replace the gasket and turn the water back on

WO001106	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	01/02/2026	12/23/2025	12/23/2025	0.00	0.00
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check around the meter to see what's leaking
 dug the grass up to find out that 3/4" poly was leaking at a coupling cut the poly out and replace 3 ft of poly used 2 couplings to reconnect the poly back backfill

WO001105	Closed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	01/02/2026	12/22/2025	12/22/2025	0.00	0.00
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meter tech. called that the ditch was full of water
 Dug the grass up to find out that 6" ac main had a crack around it used a clamp 7 1/2"(7.05-7.45) to fix the problem backfill clean up needed

WO001104	In Progress	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	01/02/2026	12/20/2025	12/20/2025	0.00	0.00
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Customer called that there was water coming out of the road
 Dug the street up to find out that 6" cast iron pipe had a crack next to a bell turn the water off a replace 3-ft of pipe with pvc used 2 dressers to reconnect the pipe Backfilled Road repair needed

WO001098	Closed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	01/02/2026	12/16/2025	12/16/2025	0.00	0.00
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Customer called that there was water going down the road
 Dug the grass up to find out that the 6" cast iron main had a crack in between 2 clamps. turn the water off and cut a 3 ft section of the main replace it with pvc used 2 dressers to reconnect the main turn the water back on and backfill clean up needed

WO001096	Closed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	01/02/2026	12/13/2025	12/13/2025	0.00	61
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Work Order Summary w/ Details

Date Printed: 01/05/2026

Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
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Work requested
 Action Taken
 Comments
 customer called that there was a lot of water on the back of the property
 marked the area and called locates on it.dug the grass up to find out that 6" cast iron pipe had a clamp leaking. Turn the water off and replaced the clamp with a longer one. Backfill Clean up needed

WO001092	Closed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	12/31/2025	11/26/2025	11/26/2025	0.00	0.00
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Customer called that there was water coming out of the grass
 Dug the grass up to find out that 4" cast iron pipe had a hole in it used a 7 1/2" (4.74-5.14) clamp to fix the problem. Backfill Clean up needed

WO001084	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Distribution			Mario Garza	12/18/2025	12/18/2025	12/18/2025	0.00	0.00
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Repair hydrant per fire department request leaking at bottom of upper barrel
 Repair broken hydrant

WO001078	Closed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	12/05/2025	11/26/2025	11/26/2025	0.00	0.00
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Customer called that there was water on the front yard
 Dug the grass up to find out that 4" cast iron pipe had a crack around it used a 7 1/2" (4.74-5.14) clamp to fix the problem backfill clean up needed

WO001073	Closed	Non-PM	Medium	Improvements	Other	Water Distribution			Mario Garza	12/05/2025		12/23/2025	0.00	0.00
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Replace broken hydrant
 dug the grass up to clear the hydrant out. Turn the water off and replace the hydrant backfill clean up needed

WO001072	Closed	Non-PM	Medium	Improvements	Other	Water Distribution			Mario Garza	12/05/2025		12/15/2025	0.00	0.00
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Replace broken hydrant
 dug the grass up to expose the hydrant. Turn the water off and replace the hydrant backfill clean up needed

Work Order Summary w/ Details

Date Printed: 01/05/2026

Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
WO001071	Closed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	12/05/2025		12/12/2025	0.00	0.00
Work requested: Action Taken: Comments: Customer called that there's water on his front yard hydro excavate the area to find out that 6" ac main was leaking at a clamp. Turn the water of and replace the clamp. Backfill clean up needed														
WO001070	Closed	Non-PM	Medium	Improvements	Water Tap	Water Distribution			Mario Garza	12/03/2025	12/03/2025	12/05/2025	0.00	0.00
Install new water taps for Speedy Stop install new water taps for speedy stop 2" water tap for the building, 2" water tap for the carwash and 1" irrigation backfill clean up needed														
WO001069	Closed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	12/03/2025	12/01/2025	12/08/2025	0.00	0.00
Customer called that there's water on her yard dug the grass up to find out that 6" ac main had a crack around the pipe used a 6" clamp (7.05-7.45) to fix the problem. Backfill clean up needed														
WO001067	In Progress	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	12/03/2025	11/26/2025	11/26/2025	0.00	0.00
Customer called that there was water on the ditch Dug the side of the ditch up to find out that 2" pvc male adapter was broken at the tee Turn the water off and replace the male adapter reconnect it with a dresser backfill clean up needed road repair needed														
WO001066	Closed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	12/03/2025	11/25/2025	11/25/2025	0.00	0.00
Customer called that there was water on the yard Dug the grass up to find out that 3/4" poly had a pin hole in it used 2 coupling and 2 ft of poly to fix the problem backfill clean up needed														
WO001065	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	12/03/2025	11/24/2025	11/24/2025	0.00	0.00
Customer called that there was water on the ditch														

Work Order Summary w/ Details

Date Printed: 01/05/2026

Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

Dug the side of ditch up to find out that 3/4" poly was leaking at the corporation turn the water off and replace 3 ft of poly used a coupling to reconnect the service line back. backfillclean up neededroad repair neededRoad Repair completedTommy, roger and Michael preped road, Frank, Alex and oscar patched up

WO001063	Closed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	12/02/2025	11/19/2025	11/19/2025	0.00	0.00
Customer called that there was a lot of water on the front yard														
Dug the grass up to find out that 3/4" poly was leaking at the corporation turn the water off and replace the poly from the main to the meter. used a new curbstop to reconnect the line backBackfillClean up needed														

WO001062	Closed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	12/02/2025	11/18/2025	11/18/2025	0.00	0.00
Customer called that there was water going down the street														
Dug the grass up to find out that 2" ac main had a crack around the pipe used a 7 1/2" (2.97-3.25) clamp to fix the problem.backfillclean up needed														

WO001061	Closed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	12/02/2025	11/18/2025	11/18/2025	0.00	0.00
Customer called that there was water going down the ditch														
Dug the grass up to find out that 8" pvc water main had a leaking clamp replace the clamp to fix the problem. backfillclean up needed														

WO001060	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Distribution			Mario Garza	12/01/2025	11/28/2025	11/28/2025	0.00	0.00
Customer called that the water was yellow and has a smell														
took a sample on the outside faucet closer to the meter didn't find no smell or color to it notify the customer that the problem will be inside the house														

WO001057	Closed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	12/01/2025	11/21/2025	11/21/2025	0.00	0.00
Customer called that there was water coming out of the ground														
dug the grass up to find out that 4" cast iron main had a crack around the pipe used a 7 1/2" clamp (4.74-5.14) to fix the problem backfill clean up needed														

Work Order Summary w/ Details

Date Printed: 01/05/2026

Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
WO001056	Closed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	12/01/2025	11/20/2025	11/20/2025	0.00	0.00
Work requested Action Taken Comments Customer called that there was water coming out of the grass Dug the grass up to find that 2" pvc main had a leaking dresser and was not lining up expose 20 ft to find a good area to reconnect.reconnect the main using 2 dressers backfillclean up needed														
WO001054	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	11/25/2025	11/12/2025	11/12/2025	0.00	0.00
Customer called that there was water going down the road Dug the road up to find out that 6" cast iron main blew out 3 ft of pipe turn the water off and replace 6 ft of pipe because we found a clamp further up used 2 dressers to reconnect the pipe back turn the water back on Backfill														
WO001051	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	11/25/2025	10/17/2025	10/17/2025	0.00	0.00
Contractor broke the water main by accident Dug the rest of the area where they had hit the line to expose it.Rreplace 4 ft of 6" ac line with pvc used 2 dressers to reconnect it back backfill														
WO001050	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	11/25/2025	10/19/2025	10/19/2025	0.00	0.00
Customer called that there was water going down the street Dug up the limestone driveway to find out that 2" cast iron pipe had a hole in it expose it and the pipe crack further back 5 ft cut the pipe out and replace it with pvc used 2 dressers to reconnect it back Backfilled the hole														
WO001047	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	11/18/2025	11/02/2025	11/02/2025	0.00	0.00
Customer called that he had no water pressure Check around the meter area and find out that the service line was broken at a tee replace the tee and reconnect the service to fix the problem														
WO001046	Closed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	11/18/2025	10/31/2025	11/01/2025	0.00	65

Work Order Summary w/ Details

Date Printed: 01/05/2026

Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

Alamo concrete called that there was a leak on the back of their property

Dug the grass up to find out that 8" ac main had a crack around the pipe used a 8" clamp 7 1/2" (9.27-9.67) to fix the problem. Backfill clean up needed

WO001044	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	11/05/2025	10/27/2025	10/27/2025	0.00	0.00
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Customer called that they had no water pressure inside the house

Check the pressure outside the house it was good notify customer about the problem being inside the house

WO001040	Closed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	11/03/2025	10/21/2025	10/23/2025	0.00	0.00
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Check the area for leak under the driveway

Dug under the driveway to find out that 3/4" copper line had a crack close to the corporation turn the water off and replace 3 ft of copper line with poly use a (cts x cts) coupling to reconnect the service line back. Backfill Clean up needed

WO001038	Completed	Non-PM		Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	10/20/2025	10/27/2025	10/27/2025	0.00	0.00
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Observed water rising from the ground Saturday, October 18, 2025. I called the city of Port Lavaca Dispatch to inform them I believe there was a water leak. The water has continued to rise in part of my and the neighbors behind me backyard.

Dug the back yard to find out that 1" poly had a crack in it used 2 (cts x cts) couplings to fix the problem backfill

WO001029	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	10/16/2025	10/12/2025	10/12/2025	0.00	0.00
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Customer called that there was water going down the street

Follow the water back to his meter pump the water out to find out that the meter was leaking at the customer side turn the water off and replace the gasket turn it back on and no more leaks notify the customer of what the problem was.

WO001026	Closed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	10/16/2025	10/09/2025	10/09/2025	0.00	0.00
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Repair Water main

Work Order Summary w/ Details

Date Printed: 01/05/2026

Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

Dug the grass up to find out that 2" ac main had a crack around it used a 7 1/2" clamp (2.97-3.27) to fix the problem. backfillClean up needed

WO001005	Completed	Non-PM	Medium	Reactive Maintenance	Dress up (utility)	Water Distribution			Mario Garza	09/23/2025		10/14/2025	0.00	0.00
The driveway needs to be repaired, and a clean-up needs to be done.														
clean the area and add top soil														

WO000996	Closed	Non-PM	Medium	Reactive Maintenance	Other	Water Distribution			Mario Garza	09/23/2025		10/14/2025	0.00	0.00
Customer says there is a sink hole in the back yard where the utility lines run.														

WO000236	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	01/15/2025	12/20/2024	12/23/2025	0.00	0.00
Customer call that there was a wet spot on the side of the road														
Dug up the road to find out that tap saddle was leaking turn the water off and replace the saddle reconnect the serviceBackfill Road repair needed														

Records Selected: 36

Total Cost \$ 0.00
Total Hrs 0.00

Report Parameters

Filter:

Search:

Advanced Filters: [Site] Equals 'Water Distribution' And [Site] Equals 'Water Distribution' And [Completed] Between '10/01/2025' And '12/31/2025'

Tags:

Work Order Summary w/ Details

Date Printed: 01/05/2026

Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
WO001114	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	01/02/2026	12/31/2025	12/31/2025	0.00	0.00
Work requested Action Taken Comments Customer call that she was having issues with the sewer Run the sewer tape thru the cityside clean out 60 ft to clear the line														
WO001113	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	01/02/2026	12/31/2025	12/31/2025	0.00	0.00
Customer called that she was having issues with her sewer Check the cityside clean out it was empty notify the customer that the problem was on her side														
WO001112	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	01/02/2026	12/30/2025	12/30/2025	0.00	0.00
Customer called that there was sewer draining down his driveway Started checking clean outs going north of the address to find out where the problem was found the manhole at Austin and Guadalupe was holding water try to run the line towards Leona couldn't run it took the gravers to find out that rainwater cover had fallen in the manhole and cover the drainpipe and prevent it from flowing pull it out and it began to flow														
WO001110	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	01/02/2026	12/28/2025	12/28/2025	0.00	0.00
Customer called that the manhole on MLK and Juanita was overflowing Run the sewer jet hose thru the manhole in front of 623 s Juanita towards Austin 480 ft to clear the line														
WO001109	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	01/02/2026	12/28/2025	12/28/2025	0.00	0.00
Customer called that the clean out next to the house was overflowing Run the cityside clean out 45 ft to clear the line														
WO001108	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	01/02/2026	12/27/2025	12/27/2025	0.00	68

Work Order Summary w/ Details

Date Printed: 01/05/2026

Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested:														
Action Taken:														
Comments:														
Customer called that she had issues with the sewer														
run the sewer tape thru the cityside clean out 50 ft to clear the line														
WO001107	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	01/02/2026	12/21/2025	12/21/2025	0.00	0.00
Customer called that they were having issues with their sewer														
Run the sewer jet hose thru the dead end clean out 35 ft to clear the main														
WO001103	New Work Order	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	01/02/2026	12/29/2025	12/29/2025	0.00	0.00
Customer called that she was having issues with sewer														
Run the sewer tape through the customers clean out 70 ft to clear the line														
WO001102	New Work Order	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	01/02/2026	12/19/2025	12/19/2025	0.00	0.00
Customer called that he was having issues with the sewer														
Run the sewer tape thru the customer clean out 70 ft to clear the line 12/23/25 run the camera through the clean out found a separation on the line marked the area and called locates to dig up the area														
WO001101	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	01/02/2026	12/18/2025	12/18/2025	0.00	0.00
Customer called that they were having issues with the sewer														
Check the clean out outside it was empty notify the customer that the problem was on her side														
WO001100	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	01/02/2026	12/17/2025	12/17/2025	0.00	0.00
Customer called that he was having issues with the sewer														
checked the cityside clean out it was empty notify the customer that the problem was on his side														

Work Order Summary w/ Details

Date Printed: 01/05/2026

Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

WO001099	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	01/02/2026	12/15/2025	12/15/2025	0.00	0.00
Customer called that there was sewer in the front yard														
Run the cityside clean out 15 ft to clear the line														

WO001097	Closed	Non-PM	Medium	Reactive Maintenance	Sewer Tap	Wastewater Collection			Mario Garza	01/02/2026	12/10/2025	12/10/2025	0.00	0.00
Port Lavaca Plumbing called that the sewer was collapse														
Dug the back yard to find that 4" clay service was complete broken at the main cut a 3 ft section of the main. redid the tap used 2 boots (6") (clay by pvc) to reconnect the main backfill clean up needed														

WO001094	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	01/02/2026	12/09/2025	12/09/2025	0.00	0.00
Customer called that there was water around the clean out														
Run the cityside clean out 80 ft to clear the line														

WO001093	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	01/02/2026	12/09/2025	12/09/2025	0.00	0.00
Customer called that the sewer was backing up inside the house														
Run the sewer tape thru the cityside clean out 30 ft to clear the line														

WO001077	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	12/05/2025	11/24/2025	11/24/2025	0.00	0.00
Customer called that she had sewer issues														
Check the cityside clean out it was empty notify customer that the problem is on her side														

Work Order Summary w/ Details

Date Printed: 01/05/2026

Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

WO001076	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	12/05/2025	11/25/2025	11/25/2025	0.00	0.00
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Customer called that they were having issues with their sewer
 Run the sewer jet hose thru the cityside clean out 35 ft to clear the line

WO001075	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	12/05/2025	12/02/2025	12/02/2025	0.00	0.00
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Green Iguana called that they were having sewer issues
 Run the sewer jet hose thru their cleanout 30 ft to clear the line

WO001074	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	12/05/2025	12/01/2025	12/01/2025	0.00	0.00
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Daycare called that they were having sewer issues
 Run the sewer tape thru the customers clean out 45 ft to clear the line

WO001068	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	12/03/2025	11/28/2025	11/28/2025	0.00	0.00
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Customer called that she was having sewer issues
 Run the sewer tape 35 ft thru the cityside clean out to clear the line

WO001059	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	12/01/2025	11/27/2025	11/27/2025	0.00	0.00
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Customer called that he was having sewer issues
 Run the sewer tape 70 ft thru the customer's clean out to clear the line

WO001058	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	12/01/2025	11/23/2025	11/23/2025	0.00	0.00
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Work Order Summary w/ Details

Date Printed: 01/05/2026

Work Order #	WO-Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
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Work requested
 Action Taken
 Comments
 Customer called that he had sewer issues
 Check the cityside clean out it was empty notify customer that the problem was on his side

WO001055	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	12/01/2025	11/16/2025	11/16/2025	0.00	0.00
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Customer called that the restrooms at the park were backed up
 Check both of the restrooms they were draining good

WO001053	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	11/25/2025	11/11/2025	11/11/2025	0.00	0.00
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Monterrey Cafe called that they had sewer issue
 Checked the clean outs behind the building there were empty notify them that problem was inside the building

WO001052	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	11/25/2025	11/11/2025	11/11/2025	0.00	0.00
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Customer called that she had sewer issues
 Run the sewer tape thru the city side clean out 40 ft to clear the line

WO001049	Closed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	11/25/2025	10/29/2025	10/29/2025	0.00	0.00
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Customer called that she was having sewer problems
 Run the sewer tape thru the customers clean out 80 ft to clear the line 11/5/25 run the camera thru the customers clean out found a problem with the pipe 50 ft away from it marked and called locate on the area 11/10/25 dug up the area and replace 10 ft of pipe used a coupling and a boot (pvc x pvc) to reconnect it backfill clean up needed

WO001045	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	11/18/2025	11/07/2025	11/07/2025	0.00	0.00
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Mexico Tipico called that they were having sewer issues
 Run the sewer tape thru the cityside clean out 40 ft to clear the line

Work Order Summary w/ Details

Date Printed: 01/05/2026

Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

WO001043	Closed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	11/04/2025	11/04/2025	11/04/2025	0.00	0.00
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Customer called that the sewer was back up
 Run sewer tape thru cityside clean out 3 ft to clear the line. Line needs to be camered 11/05/2025 Camared the service line found a problem 2 ft away from the cleanout marked the property and called locates to dig it up 11/7/25 dug the grass up to find out that 4" pipe had shifted and was below the 90 going down to the main Cut the pipe out and lower the line down used to 45 pvc couplings to reconnect the service back Clean up needed

WO001028	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	10/16/2025	10/12/2025	10/12/2025	0.00	0.00
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Mexico Tipico called that their sewer was backed up
 Run sewer tape thru the customers clean out 40 ft to clear the line found a lot of grease

WO001027	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	10/16/2025	10/11/2025	10/11/2025	0.00	0.00
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Customer called that the sewer was backing up
 try to run the sewer tape thru the customers clean out tape only went 10 feet notify customer that he had to find his line further up on the property in order for us to use our equipment

WO000998	Completed	Non-PM	Medium	Reactive Maintenance	Other	Wastewater Collection			Mario Garza	09/23/2025		10/23/2025	0.00	0.00
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Clean out cap is missing
 the cap that was missing on the customer's side

Records Selected:	31												Total Cost \$	Total Hrs
													0.00	0.00

Report Parameters

Filter:

Work Order Summary w/ Details

Date Printed: 01/05/2026

Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

Search:

Advanced Filters: [Site] Equals 'Wastewater Collection' And [Site] Equals 'Wastewater Collection' And [Completed] Between '10/01/2025' And '12/31/2025'

Tags:

COMMUNICATION

SUBJECT: Receive certification of City Secretary that Wayne Allen Tippit, Jr. did formally turn in a letter of resignation from the City of Port Lavaca City Council, Single District #3, effective December 04, 2025, in accordance with the City's Home Rule Charter Article 4, Nominations and Elections, Section 4.08 Vacancies and Section 4.09 Resignation required to file for executive office. Presenter is Mandy Grant

INFORMATION:

CITY OF PORT LAVACA

CC MEETING: January 12, 2026

DATE: 01-06-26

TO: Jody Weaver, Interim City Manager
cc: Honorable Mayor And City Council Members

FROM: Mandy Grant, City Secretary 

SUBJECT: Receive certification of City Secretary that Wayne Allen Tippit, Jr. did formally turn in a letter of resignation from the City of Port Lavaca City Council, Single District #3, effective December 04, 2025.

BACKGROUND:

I, Mandy Grant, City Secretary for the City of Port Lavaca, do certify that Wayne Allen Tippit, Jr. did formally turn in a letter of resignation from the City of Port Lavaca City Council, Single District #3, effective December 04, 2025, in accordance with the City’s Home Rule Charter Article 4.

Article 4. - Nominations And Elections

Sec. 4.08. - Vacancies.

If a vacancy occurs on the Council, whether by resignation, removal or death, it shall not be filled by appointment but must be filled by majority vote of the qualified voters at a special election called for the next uniform election date as provided by the Election Code.

State Law reference - Uniform election dates, V.T.C.A., Election Code §41.001.

Sec. 4.09. - Resignation required to file for elective office.

Elected officials of the City shall resign their current elective offices prior to filing for a different elective office of the City or for an elective office of any other public entity.

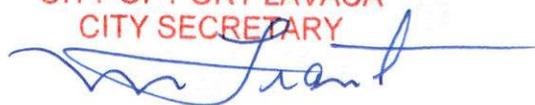
Employees of the City shall terminate their employment with the City before filing for any elective office of the City and shall terminate their employment with the City before assuming any elective office for any other public entity.

The term for Single District #3 will expire in May 2026; therefore, this seat will remain vacant until the votes are canvassed from the uniform election scheduled for May 02, 2026.

ATTACHMENTS:

Resignation letter from Wayne Allen Tippit, Jr.

Wayne Allen Tippit Jr
Post Office Box 323
Port Lavaca, Texas 77979
VoteTippit@gmail.com
tele# 361 648 3348
12/04/2025

RECEIVED
DEC 04 2025
CITY OF PORT LAVACA
CITY SECRETARY


Members of the City Council,
Mayor Jack Whitlow,
City Attorney Ann Marie Odefey
City Manager Jody Weaver
Department Heads,

I am writing to formally submit my resignation from the Port Lavaca City Council, effective today, 12/04/2025. After careful consideration, I have made the decision to file as a candidate for the office of Calhoun County Judge in the upcoming November 2026 election. As stipulated by the City Charter, I am required to resign upon making this commitment to seek another public office.

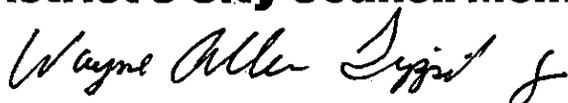
Serving the City of Port Lavaca over the past nearly six years has been a deeply rewarding and fulfilling experience. I am immensely grateful for the opportunity to work alongside such dedicated and talented individuals—current and former council members, the mayor, city manager, city attorney, and all department heads. Together, we have accomplished important milestones and advanced key projects that have benefited our community.

The collaborative efforts we have shared have not only enhanced my personal growth but also reinforced my belief in the power of teamwork to drive positive change. I have learned so much from each of you, and I truly appreciate the support, guidance, and camaraderie I have received throughout my time on the council.

Though my decision to pursue the County Judge position comes with mixed emotions, I am excited about the opportunity to bring fresh ideas and new goals to the Commissioner's Court, with the ultimate aim of improving the lives of Calhoun County residents. I am confident that the foundation we've built here in Port Lavaca will continue to thrive, and I leave knowing that the council is in capable hands.

Thank you once again for your trust and support. I am proud of what we've achieved together and look forward to the future contributions I hope to make to our community in this new role. Please do not hesitate to reach out should I be able to assist in the transition or offer support in any way.

**Warmest regards,
Wayne "Allen" Tippit Jr
District 3 City Council Member, Port Lavaca**



COMMUNICATION

SUBJECT: Receive Republic Notice of Price Increase. Presenter is Jody Weaver

INFORMATION:

CITY OF PORT LAVACA

COUNCIL MEETING: JANUARY 12, 2026

AGENDA ITEM:

DATE: 01.07.2026
TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS
FROM: JOANNA P. WEAVER, P.E., INTERIM CITY MANAGER
SUBJECT: RECEIVE REPUBLIC SERVICES NOTICE OF PRICE INCREASE

Background:

In January 2022, Council approved a 5-year extension to Republic Services contract, which increased the brush/bulk limit per household to 12 CY and added light construction debris to eligible bulk. With this extension in 2022, we did not see an increase in the rate in Feb 2022 nor Feb 2023. We did receive a 4% rate increase in February 2024 and February 2025. The current contract is set to expire in November 2027.

Attached please find Republic’s notice of a 4% rate increase to become effective February of 2026. There is no action to be taken with this as this increase is stipulated in the contract.

Prior to his departure from Republic Services, Mike Reeves had told me (and Bob Bradely just confirmed today) that Republic would like to offer a few proposals for an early extension of their contract, which if approved would eliminate one or more annual increases including this year. Bob Bradley is sending me these proposals next week and this will be an agenda item for the January 26th Special Meeting.

At this January 26 Special Meeting, Bob is hoping to have information to discuss options for a subscription based recycling program as well.

November 23, 2025

Jody Weaver
City Manager
City of Port Lavaca
202 N. Virginia St
Port Lavaca, TX. 77979

Dear Ms. Weaver,

In accordance with Item 2 of the Fourth Amendment to the Municipal Contract between BFI Waste Services of Texas, LP d/b/a Republic Services of Corpus Christi and the City of Port Lavaca, we hereby submit our annual letter reflecting a **4.00% increase in the Base Rate for both residential and commercial services to become effective February 1, 2026.**

The Base Residential Contract Rate as of February 1, 2025, was \$21.12. By adjusting the rate by 4.0%, **the new rate will be \$21.96.** The commercial rate sheet is attached for review with the same increase.

We would like to discuss a potential early extension in the coming weeks. If both parties agree, we may be open to waiving the residential portion of the CPI increase above. Should you have any questions concerning the price increase or our service, please do not hesitate to call me.

Sincerely,

Mike Reeves

Mike Reeves
Manager, Municipal Services
361-549-3097
MReeves@republicservices.com



Sustainability in Action

**Exhibit “A”
Base Rates-February 1, 2026
City of Port Lavaca**

Residential Collection: (95 Gallon Carts) **\$21.96** monthly per unit
(2Xwk garbage/1X month brush & bulky)

Additional Carts: **\$17.42** monthly per unit

Commercial 95 Gallon Carts: 2 X wk: **\$42.27** monthly per unit

FEL Dumpsters:

SIZE	X 1	X 2	X 3	X 4	X 5	XPU
2	\$132.28	\$204.17	\$267.61	\$287.58	\$409.38	\$71.09
3	\$159.86	\$250.68	\$353.26	\$440.07	\$519.22	\$71.09
4	\$190.39	\$305.70	\$440.07	\$537.41	\$653.84	\$71.09
6	\$246.42	\$409.41	\$530.84	\$731.07	\$891.98	\$71.09
8	\$333.24	\$541.01	\$774.36	\$941.14	\$1,146.68	\$71.09

FEL compacted trash: 4 times the unit charge above based upon size and frequency of service.

Miscellaneous Fees-

Overload Fee (EXY)-	\$60.25 per occurrence
Extra Lift-	\$93.59 per request by customer
Relocation Fee-	\$60.25 per request by customer
Exchange Fee-	\$114.46 per request by customer
Delivery Fee-	\$60.25 per request by customer

Roll-Offs

Rent: \$123.12 per month
Initial Delivery: \$142.96
Dry Run: \$279.72

	Haul Fee	Disposal/\$ per ton (includes Franchise Fee)
20 cyd	\$511.31	\$63.16
30cyd	\$511.31	\$63.16
40cyd	\$511.31	\$63.16
Compactors	\$511.31	\$63.16

COMMUNICATION

SUBJECT: Consider First Reading of an Ordinance (G-1-26) of the City of Port Lavaca; amending Code of Ordinances, Appendix A, Fees, Rates and Charges; Chapter 38, Solid Waste, Article II, Collection and Disposal, Sec 38-29 Residential Rate, Garbage/brush/bulk collection; providing for purpose of ordinance; providing for severability; providing a repealing clause; and providing an effective date. Presenter is Jody Weaver

INFORMATION:

CITY OF PORT LAVACA

MEETING: JANUARY 12, 2026 **AGENDA ITEM** _____

DATE: 01.07.26

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: JODY WEAVER, INTERIM CITY MANAGER

SUBJECT: Amendment to Fee Schedule

As per the 4th Amendment to our contract with Republic Services, the rates, beginning February 2024, increase each year in February by 4% .

Per the letter from Republic, Residential Trash pickup will be increased from \$21.12/month to \$21.96/month. The rate for additional carts will be increased from \$16.75/month to \$17.42 per month.

Unless Council does decide to accept a minimum 3-year extension to Republic Contract (see previous agenda item), this 4% increase will become effective on Feb 1. We have therefore brought to you a first reading of an ordinance amending the solid waste rates to reflect this additional 4%. If Council approves a contract extension on Jan 26, then we do not have to bring this rate change back for a second reading.

ORDINANCE #G-9-25

AN ORDINANCE AMENDING THE ORDINANCE CODIFIED AND DESCRIBED IN THE CITY OF PORT LAVACA CODE OF ORDINANCES AS PART II, APPENDIX A – FEES, RATES AND CHARGES; AND PROVIDING AN EFFECTIVE DATE

ARTICLE I. GENERAL

WHEREAS, the City Council on March 12, 2012 approved and adopted Ordinance Number G-1-12 which is codified and described in the City of Port Lavaca Code of Ordinances as Part II, Appendix A – Fees, Rates and Charges; and

WHEREAS, the City of Port Lavaca staff has evaluated current fees, rates and charges and find the need to make some amendments and changes.

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

ARTICLE II. FEES TO BE AMENDED

The fees, rates and charges to be amended are in the Chapters listed below and described in full in the attached Exhibit “A”. Text that remains unchanged will be in black-colored letters, text that is new will be identified by bold red-colored letters and all text to be deleted, if any, will be identified as blue-colored letters with strikethroughs, and both highlighted in yellow:

- Chapter 38: Solid Waste
- Sec. 38-29 Residential Rate

ARTICLE III.- EFFECTIVE DATE

This ordinance shall become effective upon adoption by City Council.

FIRST READING this 12th day of January, 2026

Jack Whitlow, Mayor

SECOND AND FINAL READING this 9th day of February, 2026

Jack Whitlow, Mayor

APPROVED AND ADOPTED this 9th day of February, 2026.

Jack Whitlow, Mayor

ATTEST:

Mandy Grant, City Secretary

APPROVED AS TO FORM:

Anne Marie Odefey, City Attorney

RECORD OF VOTE

First Reading	Second and Final	Passed and Approved
------------------	---------------------	------------------------

Councilman Aguirre
 Councilman Dent
 Vacancy
 Councilwoman Padron
 Councilwoman Bland-Stewart
 Councilman Burke

Record of approval by City Council: City Council Minute Records, Volume 3-J, Page ____.

CITY OF PORT LAVACA - PART II - CODE OF ORDINANCES
APPENDIX A - FEES, RATES AND CHARGES

Section VIII. Item #3.

EXHIBIT A

CHAPTER 38 – SOLID WASTE

Section Number	Subject	Fee Amount
38-29	Residential Rate	
	Garbage/brush/bulk collection	\$21.12 \$21.96
	Rate per Additional Cart	\$16.75 \$17.42
	City-wide cleanups	\$0.70
38-30	Commercial Rate	Per contract
	Prices are per contract through the solid waste provider	

(Ord. No. G-5-93, §§ 12, 13, 9-30-1993; F-1-10 (New Solid Waste Ordinance); Ord. No. G-1-12, art. II, 3-12-2012; Ord. No. G-3-13, art. II, 9-9-2013; [Ord. No. G-10-16](#), art. II, 9-12-2016; Ord. No. [G-2-20](#), art. II, 4-13-2020; Ord. No. [G-3-21](#), art. II, 5-10-2021; Ord. No. [G-4-22](#), art. II, 5-9-2022; [Ord. No. G-1-24](#), art. II(Exh. A), 2-12-2024; [Ord. No. G-11-24](#), § II, 1-13-2025)

COMMUNICATION

SUBJECT: Consider Second and Final Reading of an Ordinance (S-7-25) of the City of Port Lavaca for amendment(s) to the Base Ordinance S-4-25 for 2025-2026 fiscal year budget; providing for Budget Amendment(s); providing for severability, repealing all ordinances in conflict and establishing an effective date. Presenter is Reyann Grimaldo

INFORMATION:

CITY OF PORT LAVACA

CITY COUNCIL MEETING: NOVEMBER 10, 2025

AGENDA ITEM _____

DATE: NOVEMBER 4, 2025

TO: THE HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: BRITTNEY HOGAN, FINANCE DIRECTOR

SUBJECT: CONSIDER AND APPROVE BUDGET ORDINANCE FOR INSTALLATION OF FIBER TO VARIOUS CITY FACILITY LOCATIONS

BACKGROUND:

Currently City Hall and the Police Department are “piggybacking” off the Public Works buildings fiber internet connection. This in turn means when Public Works internet goes down, so does City Hall and the Police Departments internet. After talking with Sparklight on the City’s internet options we have reached an agreement on upgrading to governmental fiber service with Sparklight, which will provide the below benefits:

- **Significantly Higher Bandwidth Capacity**
Fiber supports much greater data throughput, enabling future-proof scalability as bandwidth demand increases.
- **Faster Internet Speeds**
Fiber provides symmetrical upload and download speeds, essential for modern applications, cloud services, and real-time communication.
- **Improved Reliability**
Unlike coax, fiber is immune to electromagnetic interference and signal degradation over long distances, reducing downtime and maintenance.
- **Lower Latency**
Fiber’s low latency enhances performance for video conferencing, VoIP, smart city applications, and critical municipal services.

In addition to upgrading to Fiber this will also ensure that all internet services will be billed to one centralized government account rather than individual business accounts as it is being billed now.

FINANCIAL IMPLICATIONS:

If the City upgrades to fiber at all of the sites listed Sparklight will cover 100% of the construction costs for the entire project. The total construction costs for all the location upgrades is \$66,328. This means the City will only be responsible for the new monthly charges for fiber services, and increased bandwidths which total \$19,403.76 additional per year. In addition to this cost VC3 will need to reconfigure these locations firewall circuits for the new service with a one-time cost of \$10,664.00

RECOMMENDATION:

Approve the budget amendment for all costs associated with fiber installation at various City buildings.

ORDINANCE NO. S-7-25

AN ORDINANCE OF THE CITY OF PORT LAVACA, TEXAS FOR AMENDMENT(S) TO THE BASE ORDINANCE NO. S-4-25 FOR 2025-2026 FISCAL YEAR BUDGET; PROVIDING FOR BUDGET AMENDMENT(S); PROVIDING FOR SEVERABILITY, REPEALING ALL ORDINANCES IN CONFLICT AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City of Port Lavaca’s current 2025-2026 Annual Budget was passed and approved by Base Ordinance No. S-4-25 on September 22, 2025; and

WHEREAS, department specific equipment, projects, and staffing are each an integral part of the annual budget and efficient and productive operations for the City as a whole; and

WHEREAS, staff recommends the various changes and amendments to the original budget to meet the challenges that serve a municipal purpose and have arisen since the original budget adoption, as authorized by Local Government Code Section 102.010; and

WHEREAS, the City Council has determined that this budget amendment is necessary and proper, serves a municipal purpose and will help the City better protect the health, safety and welfare of the general public.

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

SECTION 1: The City Council of the City of Port Lavaca, Texas does hereby approve an amended budget for the City of Port Lavaca General Fund for the Fiscal Year beginning October 01, 2025 and ending September 30, 2026, as set forth in the attached Exhibit A Budget Amendment.

SECTION 2: That all other portions of the original adopted budget shall remain as adopted.

SECTION 3: Severability. Should any section, subsection or phrase of this Ordinance be held to be unconstitutional or invalid for any reason, such decision shall not affect the validity of the Ordinance as a whole or any other remaining portions of this Ordinance.

SECTION 4: Repeal. This Ordinance shall be cumulative of all provisions of ordinances of the City of Port Lavaca, Texas, except where the provisions of the Ordinance are in direct conflict with the provisions such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

SECTION 5: Effective Date. This ordinance shall take effect from and after the earliest date provided by law following its adoption and publication as provided by law.

FIRST READING this 10th day of November, 2025.

Jack Whitlow, Mayor

SECOND READING TABLED this 8th day of December, 2025.

SECOND AND FINAL READING this 12th day of January, 2026.

Jack Whitlow, Mayor

APPROVED AND ADOPTED this 12th day of January, 2026.

Jack Whitlow, Mayor

ATTEST:

Mandy Grant, City Secretary

APPROVED AS TO FORM:

Anne Marie Odefey, City Attorney

RECORD OF VOTE

	First Reading	Second and Final	Passed and Approved
Councilman Aguirre	Aye		
Councilman Dent	Aye		
Councilman Tippit	Aye		
Councilwoman Padron	Aye		
Councilwoman Bland-Stewart	Aye		
Councilman Burke	Aye		

Record of approval by City Council: City Council Minute Records, Volume 3-J, Page _____.

SPARKLIGHT BREAKDOWN

LOCATION	ADDRESS	CURRENT MONTHLY BILL	CURRENT ANNUAL BILL	PROPOSED MONTHLY BILL	PROPOSED ANNUAL BILL	MONTHLY DIFFERENCE	YEARLY DIFFERENCE
CITY HALL/POLICE DEPARTMENT	202 N VIRGINIA ST PORT LAVACA, TX 77979	\$ 694.40	\$ 8,332.80	\$ 760.00	\$ 9,120.00	\$ 65.60	\$ 787.20
PUBLIC WORKS	628 W GEORGE ST PORT LAVACA, TX 77979	\$ 545.60	\$ 6,547.20	\$ 760.00	\$ 9,120.00	\$ 214.40	\$ 2,572.80
FIRE STATION 1	1501 W AUSTIN ST PORT LAVACA, TX 77979	\$ 156.44	\$ 1,877.28	\$ 550.00	\$ 6,600.00	\$ 393.56	\$ 4,722.72
FIRE STATION 2	800 ST HWY 35 N PORT LAVACA, TX 77979	\$ 181.91	\$ 2,182.92	\$ 550.00	\$ 6,600.00	\$ 368.09	\$ 4,417.08
BAUER COMMUNITY CENTER	2300 ST HWY 35 N PORT LAVACA, TX 77979	\$ 152.81	\$ 1,833.72	\$ 460.00	\$ 5,520.00	\$ 307.19	\$ 3,686.28
WWTP	800 N COMMERCE ST PORT LAVACA, TX 77979	\$ 191.86	\$ 2,302.32	\$ 460.00	\$ 5,520.00	\$ 268.14	\$ 3,217.68
TOTALS		\$ 1,923.02	\$ 23,076.24	\$ 3,540.00	\$ 42,480.00	\$ 1,616.98	\$ 19,403.76
COST FROM VC3 TO RECONFIGURE CIRCUITS ON FIREWALL							\$ 10,664.00
							\$ 30,067.76

BUDGET AMENDMENT FOR GENERAL FUND	\$ 25,073.00
BUDGET AMENDMENT FOR PUBLIC UTILITY FUND	\$ 4,995.00
TOTAL OF TWO BUDGET AMENDMENTS ATTACHEMENTS	\$ 30,068.00

CITY OF PORT LAVACA
Request For Approval of Budgetary Amendment
Fiscal Year 2025-2026

Amendment # GF-001

FUND: GENERAL -001

Required Balance \$ 4,014,320.88

Unreserved Fund Balance at 10/01/2025 \$ 3,563,345 *
 Current Surplus/Deficit in Budget 2,652,782
 Net Increase/(Decrease) this Request (25,073)
 Amended Unreserved Fund Balance \$ 6,191,055 *

Date Requested: 11/10/2025

Account No.					Original Budget	Increase/ (Decrease)	Amended Budget	Reason
Fund	Dept.	Line-item	DEPT	---- Description ----				
001	50070	536.0120	FIRE	CABLE & INTERNET	3,500	9,140	\$ 12,640	ADTL MONTHLY FIBER COST FOR TWO LOCATIONS
001	50070	536.0410	STREETS	CABLE & INTERNET	1,350	2,573	\$ 3,923	ADDITIONAL MONTHLY FIBER COST FOR PUBLIC WORKS
001	50070	536.0502	BAUER	CABLE & INTERNET	1,540	3,686	\$ 5,226	ADDITIONAL MONTHLY FIBER COST
001	50070	536.9800	ALL DEPT	CABLE & INTERNET	7,000	787	\$ 7,787	ADDITIONAL MONTHLY FIBER COST FOR CITY HALL/PD
001	50070	542.9800	NON DEPT	CONTRACTED SERVICE - ALL DEPTS	227,205	8,887	\$ 236,092	RECONFIGURE CIRCUITS ON FIREWALL
NET INCREASE/(DECREASE) TO UNRESERVED FUND BALANCE								
								<u>(25,073)</u>

Approvals:
 COUNCIL: YES X NO
 City Manager _____
 Director of Finance Buller _____

Entered: _____
 Initials: _____
 Date: _____

*Subject to change pending all audit entries for FY 2024-2025

CITY OF PORT LAVACA
Request For Approval of Budgetary Amendment
Fiscal Year 2025-2026

Amendment # **PUF-001**

FUND: PUBLIC UTILITY FUND - 501

Required Balance \$ 2,052,903.21

Unreserved Fund Balance at 10/01/2025	\$	5,074,725	*
Current Surplus/Deficit in Budget		(121,124)	
Net Increase/(Decrease) this Request		(4,995)	
Amended Unreserved Fund Balance	\$	4,948,606	*

Date Requested: 5/1/2025

Account No.					Original Budget	Increase/ (Decrease)	Amended Budget	Reason
Fund	Dept.	Line-item	DEPT	---- Description ----				
501	50070	536.5134	WWTP	CABLE & INTERNET	2,250	3,218	\$ 5,468	ADDITIONAL MONTHLY FIBER COST
501	50070	542.9800	NON DEPT	CONTRACTED SERVICE - ALL DEPTS	101,541	1,777	\$ 103,318	RECONFIGURE CIRCUITS ON FIREWALL
NET INCREASE/(DECREASE) TO UNRESERVED FUND BALANCE						(4,995)		

Approvals:
 COUNCIL: YES X NO

Entered: _____

City Manager 

Initials: _____

Director of Finance 

Date: _____

*Subject to change pending all audit entries for FY 2024-2025

COMMUNICATION

SUBJECT: Consider appointment of member to Port Commission Board to fill a vacancy for a new two-year term. Presenter is Jody Weaver

INFORMATION:

Laurie Harvey

104 Baffin • Port Lavaca, TX 77979 • 361-746-2003

December 12, 2025

Jody Weaver – City Manager
City of Port Lavaca
202 North Virginia Street
Port Lavaca, TX 77979

Subject: Interest in Serving on the Port Commission Board

Dear Mrs. Weaver,

I am writing to formally express my interest in serving on the Port Commission Board. More than twenty years ago, a love of the water brought my husband and me to Port Lavaca, where we since established our home and became deeply connected to this community. Our waterways are vital to the economic vitality, environmental health, and quality of life in our region, and access to them plays a critical role in supporting both industry and recreation.

Early in my career, I had the opportunity to work with the Port of Point Comfort/Calhoun County Navigation District. Through this experience, I gained firsthand insight into the importance of maintaining port infrastructure, supporting industrial users, and establishing reasonable and sustainable fee structures. I learned the importance of balancing operational needs with strong, collaborative relationships—an understanding that has continued to guide my professional career.

With more than twenty years of experience in Human Resource Management, I bring a relationship-centered perspective, strong governance awareness, and a commitment to responsible stewardship. I believe these skills would be valuable in supporting the Port Commission Board's mission to provide adequate boating facilities while promoting the continued economic development of our harbors.

As an avid kayaker, I personally value the natural resources our waterways provide and recognize the responsibility we share to protect and enhance both the environment and the infrastructure that allows safe access to it. Serving on the Port Commission Board would be a meaningful way for me to give back to the community that has given so much to my family.

Thank you for your time and consideration. I would be honored to discuss this opportunity further.

Kindest regards,



Laurie Harvey



FW: Port board vacancy, Jody i would like to submit my name to fill the vacancy on the city port board, this is mike johnson, i have been in contact with Jim Ward, i would appreciate your consideration to fill this position, thank you will be waiting to h

From Jody Weaver <jweaver@portlavaca.org>
Date Mon 12/29/2025 2:53 PM
To Oralia Munoz <omunoz@portlavaca.org>

This is all I've received from Mike Johnson.

-----Original Message-----

From: MIKE JOHNSON <sushihighnoon@yahoo.com>
Sent: Monday, December 8, 2025 4:42 PM
To: Jody Weaver <jweaver@portlavaca.org>
Subject: Port board vacancy, Jody i would like to submit my name to fill the vacancy on the city port board, this is mike johnson, i have been in contact with Jim Ward, i would appreciate your consideration to fill this position, thank you will be waiting to he...

Sent from my iPhone

COMMUNICATION

SUBJECT: Consider Resolution No. R-011226-1E for establishing provisions for conduct for the City of Port Lavaca General Officers Election held on the uniform date of May 02, 2026 and authorize Mayor to issue Order of Election. Presenter is Mandy Grant

INFORMATION:

CITY OF PORT LAVACA

CC MEETING: January 12, 2026

DATE: 01-06-26

TO: Jody Weaver, Interim City Manager
cc: Honorable Mayor And City Council Members

FROM: Mandy Grant, City Secretary

SUBJECT: Resolution No. R-011226-1E for Establishing Provisions for conduct for the City of Port Lavaca General Officers Election held on the uniform date of May 02, 2026 and authorizing Mayor to issue Order of Election

BACKGROUND:

Saturday, May 02, 2026, is the uniform date scheduled for the general officer’s election. The purpose is for electing the following officers of the City of Port Lavaca, Texas:

- One Mayor, At-Large Position, for a term of two (2) years; and
- One Council Member, Single District One (1), for a term of 3 years; and
- One Council Member, Single District Three (3), for a term of 3 years; and

Applications for a place on the ballot for these offices may be filed beginning 8:00 a.m. on Wednesday, January 14, 2026 and continuing through Friday, February 13, 2026 at 5:00 p.m.

The last day to register to be eligible to vote in this election is Thursday, April 02, 2026.

The Office of the City Secretary shall perform all duties necessary to conduct the general officer’s election.

FINANCIAL IMPLICATIONS:

There are sufficient funds in this fiscal year budgeted for expenses incurred.

IMPACT ON COMMUNITY SUSTAINABILITY:

Elections determine the leadership of our City.

RECOMMENDATION:

Staff recommends approval of Resolution No. R-011226-1E.

ATTACHMENTS:

Resolution No. R-011226-1E.

RESOLUTION NO. R-011226-1E

RESOLUTION ESTABLISHING PROVISIONS FOR CONDUCT OF THE CITY OF PORT LAVACA, TEXAS, GENERAL OFFICERS ELECTION; QUALIFICATIONS FOR OFFICE; VOTES CAST TO BE ELECTED; OFFICE OF THE CITY SECRETARY, OBTAIN ELECTION SUPPLIES AND EQUIPMENT, DESIGNATE POLLING PLACES, DATE AND TIME SCHEDULE FOR EARLY VOTING AND ELECTION DAY; EXECUTE NOTICE OF ELECTION; PUBLICATION; AND ORDERING THE ELECTION

WHEREAS, in accordance with the City Charter of the City of Port Lavaca, the Texas Election Code and other applicable state and federal laws, the City Council of the City of Port Lavaca, Texas hereby finds that a general officers election should be held on Saturday, May 02, 2026.

WHEREAS, in addition to calling and ordering the general officers election, City Council finds it necessary and expedient to establish provisions for the conduct of such election:

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

SECTION 1. THAT, an election shall be held on Saturday, May 02, 2026, which is a uniform election date, in the City of Port Lavaca, Texas, which date is not less than forty-five (45) days from the date of the adoption of this resolution for the purpose of electing the following officers:

- One Mayor, At-Large Position, for a term of two (2) years; and
- One Council Member, Single District One (1), for a term of 3 years; and
- One Council Member, Single District Three (3), for a term of 3 years; and

SECTION 2. THAT. the Qualifications for Office, per City Charter Article 4.02, are as follows:

- a) In addition to the requirements of state law, at the time of election to office, the Mayor and each member of Council shall be at least twenty one (21) years of age, shall be a United States citizen and qualified voter of the State of Texas, shall have resided in the City for not less than one (1) year immediately preceding the election filing deadline and, if elected from a district, shall have resided in the district from which elected for not less than six (6) months immediately preceding the election filing deadline.
- b) Candidates for office shall make a sworn application for a place on the ballot within the times prescribed by the Texas Election Code, and pay any filing fee established by ordinance. Applications shall designate the position sought and applications for council member shall include the district number, if applicable. It shall be the duty of the Office of the City Secretary of the City of Port Lavaca to place the name of all qualified candidates making timely application on the official ballot. Legal proof of length of residency in the City and/or district must be presented to the Office of the City Secretary upon filing for office.

SECTION 3. THAT, per City Charter, Article 4.03, the candidate receiving a majority of the votes cast for the office sought shall be elected to that office. In the event no candidate receives a majority of the votes cast at the regular election, then and in that event, a run-off election shall be held in accordance with Texas Election Law following procedures therein.

SECTION 4. THAT, the Office of the City Secretary of the City of Port Lavaca shall consist of the City Secretary and/or the Assistant City Secretary and shall perform all duties necessary to conduct the general officer’s election.

SECTION 5. THAT, the Office of the City Secretary, is expressly authorized to obtain election supplies and equipment required by law and necessary to conduct such election.

SECTION 6. THAT, such election shall be conducted by the City of Port Lavaca, with Early Voting Days and the Election Day voting to be at the following polling place designated for each City election district:

<u>DISTRICT NUMBER</u>	<u>POLLING PLACE</u>
District One	City of Port Lavaca City Hall – Main Lobby 202 N. Virginia Street
District Two	City of Port Lavaca City Hall – Main Lobby 202 N. Virginia Street
District Three	City of Port Lavaca City Hall - Main Lobby 202 N. Virginia Street
District Four	City of Port Lavaca City Hall - Main Lobby 202 N. Virginia Street
District Five	City of Port Lavaca City Hall - Main Lobby 202 N. Virginia Street
District Six	City of Port Lavaca City Hall -Main Lobby 202 N. Virginia Street

SECTION 7. THAT, Early Voting Days and extended hours to vote on a Saturday shall be conducted during the following schedule:

Monday	April	20,	2026	from	8:00	a.m.	to	5:00	p.m.
Tuesday	April	21,	2026	from	7:00	a.m.	to	7:00	p.m.
Wednesday	April	22,	2026	from	8:00	a.m.	to	5:00	p.m.
Thursday	April	23,	2026	from	7:00	a.m.	to	7:00	p.m.
Friday	April	24,	2026	from	8:00	a.m.	to	5:00	p.m.
Saturday	April	25,	2026	from	9:00	a.m.	to	2:00	p.m.
Monday	April	27,	2026	from	8:00	a.m.	to	5:00	p.m.
Tuesday	April	28,	2026	from	8:00	a.m.	to	5:00	p.m.

Early voting by personal appearance shall be conducted during the regular business hours of the Office of the City Secretary each week day from 8:00 a.m. until 5:00 p.m., except for the second and fourth days of the early voting period by personal appearance. On the second and fourth days of early voting by personal appearance, the Office of the City Secretary’s regular business hours are hereby designated as 7:00 a.m. until 7:00 p.m. In addition, there will be extended hours of the early voting period by personal appearance held on a Saturday from 9:00 a.m. until 2:00 p.m.

SECTION 8. THAT, Election Day Voting shall be conducted during the following date and time:

Saturday	May	02,	2026	from	7:00	a.m.	to	7:00	p.m.
-----------------	------------	------------	-------------	-------------	-------------	-------------	-----------	-------------	-------------

SECTION 9. THAT, Notice of the election, including a Spanish translation thereof, shall be posted at City Hall and published in a local newspaper as provided by the Home Rule Charter of the City of Port Lavaca, the Texas Election Code and/or other state and federal law, and the Mayor, or his designee, is hereby authorized and directed to execute such Notice together with an Order calling such election.

SECTION 10. THAT, should any part, section, subsection, paragraph, sentence, clause or phrase contained in this resolution be held to be unconstitutional or of no force and effect, such holding shall not affect the validity of the remaining portion of this resolution, but in all respects said remaining portion shall be and remain in full force and effect.

SECTION 11. THAT, this resolution shall be effective immediately upon adoption.

APPROVED AND ADOPTED by the City Council of the City of Port Lavaca, this 12th day January, 2026.

Jack Whitlow, Mayor

ATTEST:

Mandy Grant, City Secretary

COMMUNICATION

SUBJECT: Consider reviewing bids and consider contract award for the TXCDBG Contract No. CDV23-0209 Sanitary Sewer Improvement Project. Presenter is Jody Weaver

INFORMATION:

CC MEETING:

AGENDA ITEM #

DATE:

TO: JODY WEAVER, INTERIM CITY MANAGER
cc: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: WAYNE SHAFFER, PUBLIC WORKS DIRECTOR *WS*

SUBJECT: Recommendation for Sanitary Sewer Improvements TxCDBG Contract No. CDV23-0209

BACKGROUND: As part of our ongoing Maintenance and rehab of the sanitary sewer system, we advertised for bids for the Sanitary Sewer Improvements TxCDBG Contract No. CDV23-0209 due December 17, 2025, at 2:00 p.m. We received two bids for the project. LESTER CONTRACTING, INC. \$424,749.00 with substantial completion in 90 calendar days, and Mercer Construction Company \$447,552.00 with substantial completion in 145 calendar days.

FINANCIAL IMPLICATIONS: This Project is funded with grant dollars and a \$75,000 match budgeted in the public utility fund.

IMPACT ON COMMUNITY SUSTAINABILITY: This project is part of the sewer line improvement project to remove clay lines from our system.

RECOMMENDATION: Staff recommends that the contract for the aforementioned project be awarded to Lester Contracting, Inc. for the Total Base Bid amount of \$ 424,749.00 to be completed in 90 calendar days.

ATTACHMENTS: Bid Tabulation, Recommendation of award letter



December 19, 2025

Ms. Jody Weaver, P.E.
Interim City Manager & City Engineer
City of Port Lavaca
202 N. Virginia Street
Port Lavaca, TX 77979

RE: Recommendation of Award
U.E. Job No. E25541.00
Sanitary Sewer Improvements
TxCDBG Contract No. CDV23-0209
Port Lavaca, Texas

Dear Ms. Weaver:

On December 17, 2025 at 2:00 p.m., public bids were opened for the City of Port Lavaca Sanitary Sewer Improvements TxCDBG Contract No. CDV23-0209. The following bids were received:

Bidder	Total Base Bid	Calendar Days to Substantial Completion
Lester Contracting, Inc.	\$424,749.00	90
Mercer Construction Company	\$447,552.00	145

I recommend that the contract for the aforementioned project be awarded to Lester Contracting, Inc. for the Total Base Bid. (See attached Bid Tabulation)

If you have any questions, please do not hesitate to contact me at (361) 578-9836 or by email at mglaze@urbanvictoria.com.

Sincerely,

Matt A. Glaze, P.E.
Vice President

MAG/dmf

Attachment

BID TABULATION							
CITY OF PORT LAVACA							
SANITARY SEWER IMPROVEMENTS TxCDBG CONTRACT NO. CDV23-0209							
BID OPENING: DECEMBER 17, 2025							
				Lester Contracting, Inc.		Mercer Construction Company	
ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
BASE BID							
GENERAL							
1.	Mobilization, Insurance and Bonds	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 10,000.00	\$ 10,000.00
2.	Barricading & Traffic Control (Furnish, Install, Maintain & Remove Signs & Warning Devices) (Includes Flagmen, Traffic Handling & Temporary Striping)	1	LS	\$ 2,500.00	\$ 2,500.00	\$ 1,500.00	\$ 1,500.00
3.	Construction Staking	1	LS	\$ 2,950.00	\$ 2,950.00	\$ 1,000.00	\$ 1,000.00
4.	Storm Water Pollution Prevention Plan (Prepare, Implement and Maintain Storm Water Plan and Controls)	1	LS	\$ 2,500.00	\$ 2,500.00	\$ 2,000.00	\$ 2,000.00
5.	Bypass Pumping	1	LS	\$ 1,975.00	\$ 1,975.00	\$ 4,000.00	\$ 4,000.00
TOTAL GENERAL					\$ 24,925.00		\$ 18,500.00
TRINITY STREET IMPROVEMENTS							
6.	Sanitary Sewer Main (8") (5' - 10' Cut) (Asphalt Paved Areas)	1,357	LF	\$ 98.00	\$ 132,986.00	\$ 90.00	\$ 122,130.00
7.	Sanitary Sewer Main (8") (5' - 10' Cut) (Installed in Steel Casing)	70	LF	\$ 68.00	\$ 4,760.00	\$ 40.00	\$ 2,800.00
8.	Steel Casing (16") (Installed by Boring)	64	LF	\$ 600.00	\$ 38,400.00	\$ 530.00	\$ 33,920.00
9.	Sanitary Sewer Manhole (Fiberglass) (5' - 10')	6	EA	\$ 7,025.00	\$ 42,150.00	\$ 9,950.00	\$ 59,700.00
10.	Sanitary Sewer Service (Single Residential)(4") (Short Side)	10	EA	\$ 1,385.00	\$ 13,850.00	\$ 1,680.00	\$ 16,800.00
11.	Sanitary Sewer Service (Single Residential)(4") (Long Side)	9	EA	\$ 1,695.00	\$ 15,255.00	\$ 2,450.00	\$ 22,050.00
12.	Sanitary Sewer Service (Single Commercial)(6") (Short Side)	2	EA	\$ 1,850.00	\$ 3,700.00	\$ 1,925.00	\$ 3,850.00
13.	Sanitary Sewer Service (Single Commercial)(6") (Long Side)	3	EA	\$ 2,500.00	\$ 7,500.00	\$ 2,825.00	\$ 8,475.00
14.	Locate & Connect Existing Sanitary Sewer Main to New Manhole (4")	2	EA	\$ 750.00	\$ 1,500.00	\$ 850.00	\$ 1,700.00
15.	Locate & Connect Existing Sanitary Sewer Main to New Manhole (8")	3	EA	\$ 1,150.00	\$ 3,450.00	\$ 900.00	\$ 2,700.00
16.	Locate & Connect Existing Sanitary Sewer Main to New Manhole (12")	2	EA	\$ 2,300.00	\$ 4,600.00	\$ 950.00	\$ 1,900.00
17.	Remove & Dispose of Existing Concrete Structure (Manhole, Clean Out)	6	EA	\$ 560.00	\$ 3,360.00	\$ 750.00	\$ 4,500.00
18.	Remove & Dispose of Existing Sanitary Sewer Main	1,427	LF	\$ 2.00	\$ 2,854.00	\$ 3.00	\$ 4,281.00
19.	Trench Excavation Protection (Sanitary Sewer Main & Services) (> 5' Cut)	1,427	LF	\$ 5.00	\$ 7,135.00	\$ 2.00	\$ 2,854.00
TOTAL TRINITY STREET IMPROVEMENTS					\$ 281,500.00		\$ 287,660.00
LA SALLE STREET IMPROVEMENTS							
20.	Sanitary Sewer Main (8") (0' - 5' Cut) (Asphalt Paved Areas)	756	LF	\$ 84.50	\$ 63,882.00	\$ 79.00	\$ 59,724.00
21.	Sanitary Sewer Manhole (Fiberglass) (0' - 5')	4	EA	\$ 5,675.00	\$ 22,700.00	\$ 9,000.00	\$ 36,000.00
22.	Sanitary Sewer Service (Single Residential)(4") (Short Side)	10	EA	\$ 1,200.00	\$ 12,000.00	\$ 1,680.00	\$ 16,800.00
23.	Sanitary Sewer Service (Single Residential)(4") (Long Side)	8	EA	\$ 1,560.00	\$ 12,480.00	\$ 2,450.00	\$ 19,600.00
24.	Sanitary Sewer Service (Single Commercial)(6") (Short Side)	1	EA	\$ 1,615.00	\$ 1,615.00	\$ 1,925.00	\$ 1,925.00
25.	Locate & Connect Existing Sanitary Sewer Main to New Manhole (6")	1	EA	\$ 515.00	\$ 515.00	\$ 875.00	\$ 875.00
26.	Locate & Connect Existing Sanitary Sewer Main to New Manhole (8")	1	EA	\$ 960.00	\$ 960.00	\$ 950.00	\$ 950.00

BID TABULATION CITY OF PORT LAVACA SANITARY SEWER IMPROVEMENTS TxCDBG CONTRACT NO. CDV23-0209 BID OPENING: DECEMBER 17, 2025							
				Lester Contracting, Inc.		Mercer Construction Company	
ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
27.	Remove & Dispose of Existing Concrete Structure (Manhole, Clean Out)	3	EA	\$ 450.00	\$ 1,350.00	\$ 750.00	\$ 2,250.00
28.	Remove & Dispose of Existing Sanitary Sewer Main	756	LF	\$ 2.00	\$ 1,512.00	\$ 3.00	\$ 2,268.00
29.	Critical Locate Existing Sanitary Sewer Main	2	EA	\$ 655.00	\$ 1,310.00	\$ 500.00	\$ 1,000.00
TOTAL LA SALLE STREET IMPROVEMENTS					\$ 118,324.00		\$ 141,392.00
TOTAL BASE BID					\$ 424,749.00		\$ 447,552.00
CALENDAR DAYS TO SUBSTANTIAL COMPLETION					90		145

COMMUNICATION

SUBJECT: Announcement by Mayor that City Council will retire into closed session:

INFORMATION:

- For consultation with City Attorney on matters in which the duty of the Attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act (Title 5, Chapter 551, Section 551.071(2) of the Texas Government Code). Presenter is Mayor Whitlow

COMMUNICATION

SUBJECT: Return to Open Session and take any action deemed necessary with regard to matters in closed session. Presenter is Mayor Whitlow

INFORMATION:

