



CITY COUNCIL REGULAR MEETING

Monday, June 10, 2024 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, June 10, 2024 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/83106935216?pwd=TkJOODNISjZHUGsySHBOQU1ZT2IRZz09>

Meeting ID: 831 0693 5216

Passcode: 534161

One Tap Mobile

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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 May 13, 2024 Regular Meeting
- B. Minutes of May 28, 2024 Workshop Meeting
- C. Review of Credit Card Statement
- D. Receive Monthly Financial Highlight Report
- E. Receive Victoria Economic Development Corporation (VEDC) Monthly Report

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

1. Call annual corporate meeting to order for Port Lavaca Channel & Dock Company and consider and take any action deemed necessary for adoption of unanimous written consent. Presenter is Anne Marie Odefey
2. Call annual corporate meeting to order for Clement Cove Harbor Company and consider and take any action deemed necessary for adoption of unanimous written consent. Presenter is Anne Marie Odefey
3. Consider appointment of member(s) to the Recreation and Parks Board to fill a vacancy and/or start a new term of two (2) years. Presenter is Wayne Shaffer
4. Consider appointment of member(s) to the Planning Board to fill a vacancy and/or start a new term of two (2) years. Presenter is Derrick Smith
5. Consider appointment of member(s) to the Port Commission to fill a vacancy and/or start a new term of two (2) years. Presenter is Derrick Smith
6. Consider appointment of a Municipal Court Judge in accordance with Section 6.03 of the City's Home Rule Charter to serve a new term of two (2) years and for Council to determine compensation. Presenter is Anne Marie Odefey
7. Consider Second and Final reading of an Ordinance (G-4-24) of the City of Port Lavaca amending the Code of Ordinances, Chapter 26 Manufactured Home Parks and RV Parks; and providing an effective date. Presenter is Jody Weaver

8. Consider Second and Final reading of an Ordinance (G-5-24) of the City of Port Lavaca amending the Code of Ordinances, Appendix A - Fees, Rates and Changes; Chapter 26 Manufactured Housing and Recreational Vehicles Sec. 26-26; Chapter 32 Parks and Recreation Sec. 32-71 (e); and providing an effective date. Presenter is Jody Weaver
9. Consider First reading of an Ordinance (G-6-24) of the City of Port Lavaca amending the Code of Ordinances, to Chapter 12, Article IV- Building and Building Regulations Sec. 12-287 - Definition; unfit condition declared; minimum standards for use and occupancy, (d),(11); and providing an effective date. Presenter is Derrick Smith
10. Consider Resolution No. R-061024-1 of the City of Port Lavaca finding that AEP Texas Inc.'s requested increase to its electric transmission and distribution rates and charges within the City should be denied; finding that the City's reasonable rate case expenses shall be reimbursed by the company; finding that the meeting at which this Resolution is passed is open to the public as required by law; requiring notice of this Resolution to the Company and Legal Counsel. Presenter is Anne Marie Odefey
11. Consider Resolution No. R-061024-2 of the City of Port Lavaca to delegate to one or more City employees the ability to approve, approve with conditions, or disapprove a plat as set out in Section 212.016, Amending Plat, of the Tex. Local Gov't Code. Presenter is Derrick Smith
12. Consider awarding construction contract for the 2024 Independence Drive Improvement Project. Presenter is Jody Weaver
13. Consider recommendation of the Planning Board for a request from Karl Meyer for a Variance request for a manufactured home to be placed on a developed existing residential lot that is not a manufactured home park. The property is described as Block B, Lot 30, 15' of 29 of the Lou Davis Subdivision (302 Davis). Presenter is Derrick Smith
14. Consider recommendation of the Planning Board for a Conceptual Plan of a proposed convenience store and carwash to be located at the corner of Half League Rd. and Hwy 35 South, Property ID 38066, located at 1019 Hwy 35 South. Presenter is Derrick Smith
15. Consider request from the Calhoun Port Authority to harvest wetlands plants for the Calhoun Port Authority mitigation project from the wetlands areas of Lighthouse Beach Park and Bay front Peninsula Park. Presenter is Jody Weaver
16. 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
 - To deliberate the purchase, exchange, lease or value of Real Property (Deliberation in an Open Meeting would have a detrimental effect on the position of the Governmental Body in negotiations with a third party), in accordance with Title 5, Chapter 551, Section 551.072 of the Texas Government Code. Presenter is Mayor Whitlow
17. 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, June 10, 2024**, beginning at 6:30 p.m., was posted at city hall, easily accessible to the public, as of **5:00 p.m. Thursday, June 06, 2024**.

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 May 13, 2024 Regular Meeting

INFORMATION:



CITY COUNCIL REGULAR MEETING

Monday, May 13, 2024 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 13th day of May, 2024, 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 |
| Allen Tippit | Councilman, District 3 |
| Rosie G. Padron | Councilwoman, District 4, Mayor Pro Tem |
| Jim Ward | Councilman, District 5 |
| Justin Burke | Councilman, District 6 Incoming Term |

And with the following absent:

- | | |
|----------|--------------------------------------|
| Ken Barr | Councilman, District 6 Outgoing Term |
|----------|--------------------------------------|

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

- Councilman Ward gave the invocation.

IV. PLEDGE OF ALLEGIANCE

- Mayor Whitlow – Pledge of Allegiance.

V. PRESENTATION(S) BY THE MAYOR

- Proclamations by the Mayor
 - May is Motorcycle Awareness Month
 - National Police Week is May 12 – 18, 2024
 - Public Works Week is May 19 – 25, 2024 “Advancing Quality of Life for all”

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 person spoke via Zoom:
 - Shanda Hartnett, General Manager of Sparklight introduced herself to Council and announced that there will be an “instant install” event on Wednesday, May 15th at the old office and hot dogs, chips and drinks will be available.

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

- A. Minutes of April 08, 2024 Regular Meeting**
- B. Minutes of April 29, 2024 Special Meeting and Workshop Session**
- C. Review of Credit Card Statement**
- D. Receive Monthly Financial Highlight Report**
- E. Receive Victoria Economic Development Corporation (VEDC) Monthly Report**
- F. Ratify agreement between the City and TISD, Inc. for use of two (2) Elevated Storage Tanks for placement of antennas to transmit internet services**
- G. Ratify request for a variance to the Code of Ordinance CH 32 Parks and Recreation, Article IV Park Regulations, Sec. 32-72 Park Rules Established (7) Parking or Loitering in public parks after 11:00 p.m.is prohibited; (regarding operating hours of George Adams Park on Wednesday, May 01, 2024)**

Councilman Dent requested that Consent Agenda F (Elevated Storage Tanks) be pulled.

Motion made by Councilman District 5 Ward

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, with the exception of Consent Agenda F (Elevated Storage Tanks).

Seconded by Councilman District 2 Dent

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

Councilman Dent asked Public Works Director Shaffer about this agreement. Shaffer clarified that TISD, Inc. leases two (2) elevated storage tanks for placement of antennas to transmit internet services. TISD will provide monthly managed WiFi services to 55 sites at no expense to the City’s Lighthouse Beach RV Park, in lieu of lease payment. If internet services are not provided, then TISD will pay \$500.00 per tower, per month.

Motion made by Councilman District 5 Ward

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 Consent Agenda F (Elevated Storage Tanks).

Seconded by Councilman District 6 Burke

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

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

1. Canvass returns of the May 04, 2024 City of Port Lavaca General Officers Election. Presenter is Mayor Whitlow

Records and materials regarding the May 04, 2024 General Election were presented by City Secretary Grant, to canvass the votes. The Canvassing Committee was formed of Mayor Whitlow, Councilman Aguirre and Councilman Tippit. Completed Election Tally Books were distributed to the Committee in order to validate the vote count to the canvassing document as follows:

- One Council Member, Single District Six (6), for a term of 3 years.

Candidate	Early Voting	Election Day	Total Votes
Ken Barr	25	5	30
Justin Burke	78	45	123
Total Ballots Cast	103	50	153

Councilman Aguirre and Councilman Tippit both agreed that the elections tally book had the same number of votes for each candidate as established in the canvassing document presented by City Secretary Grant.

No action necessary and none taken.

2. Consider Resolution No. R-051324-1E certifying the May 04, 2024 General Election returns and declaring candidates elected. Presenter is Mandy Grant

Motion made by Councilman District 3 Tippit

WHEREAS, the returns of the May 04, 2024 election were canvassed at the regular city council meeting held on Monday, May 13, 2024, at 6:30 p.m., with the following results:

COUNCIL MEMBER, SINGLE DISTRICT SIX (6) for a term of three (3) years

Candidate	Early Voting	Election Day	Total Votes
Ken Barr	25	5	30
Justin Burke	78	45	123
Total Ballots Cast	103	50	153

WHEREAS, there came on to be considered the returns of an election held the 4th day of May, 2024, for the purpose of electing the hereinafter named officials; and

WHEREAS, it appearing from said returns duly and legally made, that one hundred fifty-three (153) valid ballots were cast; and

WHEREAS, that each of the candidates in said election received the votes set out hereinabove:

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

THAT, Justin Burke was duly elected Council Member, District Six (6) of the City of Port Lavaca, Texas, at said election, and is hereby declared duly elected to said office, subject to executing the Statement of Officer and taking the Oath of Office as provided by the laws of the State of Texas.

Seconded by Councilman District 5 Ward

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

- Administer Oaths of Office and issue Certificates of Election to newly elected officials to the Port Lavaca City Council to-wit: Jack Whitlow as Mayor to serve a new term of two (2) years; Tim Dent representing District 2 and Justin Burke representing District 6; to each serve a new term of three (3) years. Presenter is Mandy Grant**

City Secretary Grant administered the Statement of Elected Official, Oath of Office and Certificate of Election signed by the Mayor, to the following newly elected officials:

- Jack Whitlow, Mayor, At Large Council Districts, for a term of 2 years; and
- Tim Dent, Council Member, Single District Two (2), for a term of 3 years; and
- Justin Burke, Council Member, Single District Six (6), for a term of 3 years.

No action necessary and none taken.

- Consider election of Mayor Pro Tem by Council Members in accordance with Section 3.04 of the City of Port Lavaca Home Rule Charter. Presenter is Mandy Grant**

Section 3.04 of the City of Port Lavaca Home Rule Charter:

“The Mayor Pro Tem shall be selected by the Council at the first regular meeting after each General Election, or upon a vacancy in the office of Mayor Pro Tem, from among the members of the Council and shall perform all duties of the Mayor in the Mayor’s absence or disability but shall vote as a Council Member.”

Motion made by Councilman District 5 Ward

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

THAT, in accordance with Section 3.04 of the City of Port Lavaca Home Rule Charter, Councilwoman Rosie Padron be elected to the office of Mayor Pro Tem and shall perform all duties of the Mayor in the Mayor’s absence or disability, but shall vote as a Council Member, effective immediately.

Seconded by Councilman District 2 Dent

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

5. **Conduct Public Hearing in accordance with the City of Port Lavaca Code of Ordinances, Chapter 12 Buildings and Building Regulations, Article IV - Substandard Buildings, Section 12-291 - Notice (a) and (b), for the following properties listed:**

- (a) **126 E. Main Street**
- (b) **138 E. Main Street**
- (c) **223 E. Main Street**
- (d) **1406 Hwy 35 South**

Mayor opened Public Hearing at 6:58 p.m.

Mayor closed Public Hearing at 7:24 p.m.

No action necessary and none taken.

6. **Consider finding that the following properties listed, located in the City of Port Lavaca, Texas, are in violation of the City of Port Lavaca Code of Ordinances, Chapter 12 Buildings and Building Regulations, Article IV - Substandard Buildings, following a Public Hearing held on May 13, 2024. Presenter is Derrick Smith**

- (a) **126 E. Main Street**
- (b) **138 E. Main Street**
- (c) **223 E. Main Street**
- (d) **1406 Hwy 35 South**

Motion made by Councilman District 2 Dent

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 finds that the following properties listed, located in the City of Port Lavaca, Texas, are in violation of the City of Port Lavaca Code of Ordinances, Chapter 12 Buildings and Building Regulations, Article IV - Substandard Buildings, following a Public Hearing held on May 13, 2024:

- 138 E. Main Street; and
- 1406 Hwy 35 South

BE IT FURTHER RESOLVED, THAT these listed properties are declared substandard and property owners/heirs are allowed thirty (30) days to fix or update.

Seconded by Councilwoman District 4 (Mayor Pro Tem) Padron

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

7. **Receive the 2024 Certified Estimate of Net Taxable Value (NTV) for the City of Port Lavaca from the Calhoun County Appraisal District (CCAD) as required by Sec. 26.01 (E) of the Texas Property Tax Code to the Governing bodies of the Taxing Units within. Presenter is Chief Appraiser Paul Spaeth**

Paul Spaeth, CCAD Chief Appraiser, presented Council the 2024 Certified Estimate of Net Taxable Value (NTV) for the City of Port Lavaca from the Calhoun County Appraisal District (CCAD) as required by Sec. 26.01 (E) of the Texas Property Tax Code to the Governing bodies of the Taxing Units within. A copy is in the office of the City Secretary, in its entirety.

No action necessary and none taken.

8. **Receive the 2025 proposed Budget from the Calhoun County Appraisal District (CCAD) as required by Sec. 6.06 (A) of the Texas Property Tax Code to the Governing bodies of the Taxing Units within. Presenter is Chief Appraiser Paul Spaeth**

Paul Spaeth, CCAD Chief Appraiser, presented Council the 2025 proposed Budget from the Calhoun County Appraisal District (CCAD) as required by Sec. 6.06 (A) of the Texas Property Tax Code to the Governing bodies of the Taxing Units within. A copy is in the office of the City Secretary, in its entirety.

No action necessary and none taken.

9. **Consider Resolution No. R-051324-2 of the City of Port Lavaca for the approval and adoption of the updated Calhoun County Multi-Jurisdictional Hazard Mitigation Plan and approve that the adopted plan be submitted to the GLO, TDEM, and FEMA for final review and approval. Presenter is Jody Weaver**

Motion made by Councilman District 3 Tippit

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 Resolution No. R-051324-2 of the City of Port Lavaca for the approval and adoption of the updated Calhoun County Multi-Jurisdictional Hazard Mitigation Plan and approve that the adopted plan be submitted to the GLO, TDEM, and FEMA for final review and approval. A copy is in the office of the City Secretary, in its entirety.

Seconded by Councilman District 2 Dent

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

- 10. **Consider Resolution No. R-051324-3 of the City of Port Lavaca to adopt The Lawn Library Program for the purpose of providing residents, with a city-utility-account, membership access to borrow city-owned tools and equipment as needed to clean-up their properties (i.e., to mow grass, trim vegetation, etc.). Presenter is Derrick Smith**

Motion made by Councilman District 3 Tippit

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 Resolution No. R-051324-3 of the City of Port Lavaca to adopt The Lawn Library Program for the purpose of providing residents, with a city-utility-account, membership access to borrow city-owned tools and equipment as needed to clean-up their properties (i.e., to mow grass, trim vegetation, etc.).

Seconded by Councilman District 5 Ward

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

- 11. **Consider Second and Final reading of an Ordinance (G-2-24) of the City of Port Lavaca amending the basic Traffic Control Devices Ordinance G-6-86, Section 3, by adding new street locations in Burkeshire, Marshall Meadow and Seagull Subdivisions; Repeal Clause and effective date. Presenter is Jody Weaver**

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, Council hereby approves the Second and Final reading of an Ordinance (G-2-24) of the City of Port Lavaca amending the basic Traffic Control Devices Ordinance G-6-86, Section 3, by adding new street locations in Burkeshire, Marshall Meadow and Seagull Subdivisions; Repeal Clause and effective date.

Seconded by Councilman District 3 Tippit

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

12. **Consider Second and Final reading of an Ordinance (G-3-24) of the City of Port Lavaca amending the Code of Ordinances, Appendix A - Fees, Rates and Changes; Chapter 50 Water and Sewer residential rates; and providing an effective date. Presenter is Jody Weaver**

Motion made by Councilman District 2 Dent

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

THAT, Council hereby approves the Second and Final reading of an Ordinance (G-3-24) of the City of Port Lavaca amending the Code of Ordinances, Appendix A - Fees, Rates and Changes; Chapter 50 Utilities, Sec. 50-67 Water User Rates, Base Charge for Residential, Small and Large Commercial rates; and providing an effective date.

Seconded by Councilman District 3 Tippit

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

13. **Consider First reading of an Ordinance (G-4-24) of the City of Port Lavaca amending the Code of Ordinances, Chapter 26 Manufactured Home Parks and RV Parks; and providing an effective date. Presenter is Jody Weaver**

Interim City Manager Weaver and Development Services Director Smith advised Council that during the City Council Special Workshop on March 25, 2024, there was a lengthy discussion and concerns regarding the licensing of RV Parks. Staff scheduled a meeting with the surrounding owners and discussed requiring a Certificate of Occupancy in lieu of a license.

This change would reflect the same requirements as other businesses within the city. Staff recommends approving these amendments, a copy of which is in the office of the City Secretary, in its entirety.

Motion made by Councilman District 5 Ward

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 the First reading of an Ordinance (G-4-24) of the City of Port Lavaca amending the Code of Ordinances, Chapter 26 Manufactured Home Parks and RV Parks; and providing an effective date.

Seconded by Councilman District 3 Tippit

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

- 14. **Consider First reading of an Ordinance (G-5-24) of the City of Port Lavaca amending the Code of Ordinances, Appendix A - Fees, Rates and Changes; Chapter 26 Manufactured Housing and Recreational Vehicles Sec. 26-26; Chapter 32 Parks and Recreation Sec. 32-71 (e); and providing an effective date. Presenter is Jody Weaver**

Interim City Manager Weaver and Development Services Director Smith advised Council that the purpose of this request is to establish uniform fees for all RV Parks within the City of Port Lavaca. The current Ordinance, Chapter 26, Sec. 26-26, states that if a RV Park owner owns more than 50 spaces, then the fees double in cost. After discussions with RV Park owners, the discussion was that the cost is unreasonable for those that have 51 or 52 lots. Furthermore, RV Park owners felt they were being singled out for having to pay an annual license fee. Staff recommends having a fee only for a "Certificate of Occupancy" for the RV Parks, in lieu of a "License" fee, a copy of which is in the office of the City Secretary, in its entirety.

Motion made by Councilman District 2 Dent

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

THAT, Council hereby approves the First reading of an Ordinance (G-5-24) of the City of Port Lavaca amending the Code of Ordinances, Appendix A - Fees, Rates and Changes; Chapter 26 Manufactured Housing and Recreational Vehicles Sec. 26-26; Chapter 32 Parks and Recreation Sec. 32-71 (e); and providing an effective date.

BE IT FURTHER ORDAINED, THAT new fees recommended for Chapter 32, Sec. 32-71(e) Parks and Recreation has the exception of the "Maximum Monthly Stay" which will be for a period of 3 months.

Seconded by Councilman District 5 Ward

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

15. **Consider award of bid for the 2024 Seal Coat program. Presenter is Wayne Shaffer**

**Author’s Note: This agenda item is for the selected streets that are in the Original Townsite.*

Public Works Director Shaffer advised Council that bids were opened on Tuesday May 07, 2024 for the Sealcoat of Select Original Townsite Streets. The Base Bid of this project involves applying the second layer of rock to the seal coated streets that were part of the CDBG-DR Phase 2 project. The Additive Alternate is to sealcoat some of the other streets in that neighborhood that were not part of the CDBG-DR project.

Sylva Construction is the Low Bidder with a Bid of \$77,775.00 for the Base Bid and Additive Alternate No. 1. The Bid Tabulation is as follows:

DESCRIPTION	Qty	Units	Clark Const.	Sylva Const.
BASE BID:	20,500	SY	\$7.65	\$3.05
Additive Alt #1:	5,000	SY	\$7.65	\$3.05
Owner's Option: <i>Deduct</i> [Use AC-5 asphalt instead of the specified AC-15P)			Use \$7.32	-\$0.10
Greatest Amount Bid (Base Bid + Add Alt #1)			\$192,615.00	\$77,775.00
Greatest Amount Bid with Owner's Option (Base Bid+ Add Alt #1+ Owner's option			\$186,660.00	\$75,225.00
Bid Bond:			5%	%

Shaffer reminded Council of the overall savings on the Community Development Block Grant - Disaster Relief (CDBG-DR) Project (Phases 1 and 2) is \$62,927.69 PLUS an additional \$133,754.00 of CDBG funds that we received, which reduced our local funds contribution by that same amount. This therefore provides a total of \$196,682 (\$62,927 + \$133,754) to fund a second aggregate sealcoat coarse with a potential future fog seal as well as other point repairs in the area.

Staff is recommending that Council award a construction contract to Sylva Construction in the amount of \$77,775.00, being the sum of the Base Bid and Additive Alternate No. I.

Staff is recommending not to accept the savings of the Owner's Option. Although the City has historically utilized AC-5 for sealcoat, CivilCorps recommends using AC-15P for better longevity and performance. We bid the Owner's option to see what the savings would be, but would like to stick with using the AC-15P asphalt.

Motion made by Councilman District 1 Aguirre

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

THAT, in accordance with the recommendation of staff, Council hereby authorizes award of a Construction Contract for the Seal Coat of Select Original Townsite Streets, to Sylva Construction in the amount of \$77,775.00. being the Base Bid and Additive Alternate No. 1.

Seconded by Councilman District 5 Ward

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

16. **Consider request of the Animal Control Department to declare two (2) fleet vehicles as surplus and authorize the disposal of said vehicles by releasing to Enterprise Fleet Management to auction off. Presenter is Colin Rangnow**

Police Chief Rangnow advised Council the Animal Control Department requests approval to declare the following vehicles as surplus and release said vehicles to Enterprise Fleet Management to auction off.

Animal Control Department:

Vehicle	Year	Make/ Manufacturer	Model	VIN Serial No.
2186	2008	Chevrolet	C10	1GCEC19X68Z309675
2748	2012	Dodge	Ram	1C6RD6FP4CS242437

Motion made by Councilman District 5 Ward

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

THAT, in accordance with the recommendation of staff, Council hereby approves the request of the Animal Control Department and declares two (2) fleet vehicles as surplus and authorize the disposal of said vehicles by releasing to Enterprise Fleet Management to auction off:

Vehicle	Year	Make/ Manufacturer	Model	VIN Serial No.
2186	2008	Chevrolet	C10	1GCEC19X68Z309675
2748	2012	Dodge	Ram	1C6RD6FP4CS242437

BE IT FURTHER RESOLVED that Council also authorizes the disposal of said vehicles by releasing to Enterprise Fleet Management to auction off.

Seconded by Councilman District 3 Tippit

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

17. **Receive presentation of annual Police Department Activity Report for 2022-2023. Presenter is Colin Rangnow**

Police Chief Rangnow presented Council with the annual Police Department Activity Report for 2022-2023.

Motion made by Councilman District 3 Tippit

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

THAT, in accordance with the recommendation of staff, Council hereby approves the presentation of the annual Police Department Activity Report for 2022-2023.

Seconded by Councilwoman District 4 (Mayor Pro Tem) Padron

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

18. **Consider recommendation of the Planning Board for a request from Bettye L. Cox for a Minor Re-Plat of the properties described as Block 5, Lots 15 & 16 of the Lynnhaven Subdivision (112-114 Crockett Street). Presenter is Derrick Smith**

Development Services Director Smith advised Council that Bettye L. Cox is requesting a minor re-plat for 112 and 114 Crockett Street. Ms. Cox owns both properties and is requesting to move the property line between the two properties so that 112 Crockett will have nine more feet on the north side of her house. I have met with Ms. Cox at the property and verified that the request will meet the minimum side yard setbacks for both properties.

In accordance with the City of Port Lavaca’s Code of Ordinances Sec. 12.24(d)(10), the Lynnhaven subdivision interior lot boundary line setback is five feet. The Planning Board has approved this request and staff concurs.

Motion made by Councilman District 3 Tippit

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

THAT, in accordance with the recommendation of the Planning Board and staff, Council hereby approves a request from Bettye L. Cox for a Minor Re-Plat of the properties described as Block 5, Lots 15 & 16 of the Lynnhaven Subdivision (112-114 Crockett Street).

Seconded by Councilman District 5 Ward

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

- 19. **Consider recommendation of the Planning Board for a request from Ty C. Harris for a Minor Re-Plat of the properties described as Key Halk, Lots 19- 22 (636 Broadway St. and 611 Harbor Street). Property ID 15788 and 18320. Presenter is Derrick Smith**

Development Services Director Smith advised Council that Ty C. Harris is requesting a minor re-plat for 636 Broadway Street and 611 Harbor Street. Mr. Harris owns both properties and planning to build a new structure that would be built over the property line between lots 19 & 20. Therefore, he is requesting to move the property line between the two properties to comply with the City of Port Lavaca’s Code of Ordinances. The Planning Board has approved this request and staff concurs.

Motion made by Councilman District 5 Ward

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

THAT, in accordance with the recommendation of the Planning Board and staff, Council hereby approves a request from Ty C. Harris for a Minor Re-Plat of the properties described as Key Halk, Lots 19- 22 (636 Broadway St. and 611 Harbor Street). Property ID 15788 and 18320.

Seconded by Councilman District 6 Burke

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

- 20. **Consider recommendation of the Planning Board for a request from Karl Meyer for a Variance request for a manufactured home to be placed on a developed existing residential lot that is not a manufactured home park. The property is described as Block B, Lot 30, 15’ of 29 of the Lou Davis Subdivision (302 Davis). Presenter is Derrick Smith**

Development Services Director Smith advised Council that the property owner, Mr. Karl Meyer, is in attendance to address this agenda item. Smith said that in accordance with Chapter 26.4(2)(c) of City of Port Lavaca Code of Ordinances, HUD-Code manufactured housing shall be installed only in a manufactured housing park, manufactured housing subdivisions or other property approved by the building official as described in the remainder of this subsection. A HUD-Code manufactured home will be permitted to be installed on any lot on which a manufactured home was situated in the past 180 days.

Karl Meyer is requesting a variance to place a manufactured home on 302 Davis. Mr. Meyer’s variance application explains that a manufactured home had previously been placed on the property. Smith said that according to city records, service was discontinued on August 30, 2021 and the manufactured home was removed during that time. According to the tax appraisal office, Mr. Meyer purchased the property on September 2, 2022.

Smith advised that the variance request for a manufactured home to be permanently installed as a residential home on an existing developed residential lot for the intent of occupancy does not meet the City Code of Ordinance, Chapter 26 Section 26.4(2)(c). If the request is approved, then this may allow other property owners throughout town to use this request for their benefit and defeat the intent of the ordinance. Therefore, staff recommends denial as per the aforementioned ordinance citation.

Smith said that the Planning Board has also denied the request for a Variance to Chapter 26, the Manufactured and Recreational Vehicle Parks ordinance, as they did not want to set a precedence.

Motion made by Councilman District 2 Dent

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

THAT, this agenda item is passed at this time.

Seconded by Councilman District 5 Ward

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

21. **Consider recommendation of the Planning Board for a request from Texas Dow Employees FCU (TDECU) for a Minor Re-Plat and conceptual plan for .85 acres in Tract Pt. 29 of A0035 Maximo Sanchez, Property ID 38216, 38270, 38230, and 38247. Presenter is Derrick Smith**

Development Services Director Smith advised Council that Texas Dow Employees FCU (TDECU) is requesting a minor re-plat for 119-125 HWY 35. TDECU owns all four properties and is planning to build a new structure as shown in the attached site plan. The minor re-plat request does meet the requirements as set out in Chapter 42 of the City of Port Lavaca's Code of Ordinances.

Mr. John Hayes advised Council, via Zoom, that he works with Element Group and have been contracted to do design and development.

A preliminary meeting was conducted with the developer and staff. All items addressed to the developer have been corrected in the attached revised site plan. The Planning Board has approved this request and staff concurs.

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 the recommendation of the Planning Board and staff, Council hereby approves a request from Texas Dow Employees FCU (TDECU) for a Minor Re-Plat and conceptual plan for .85 acres in Tract Pt. 29 of A0035 Maximo Sanchez, Property ID 38216, 38270, 38230, and 38247.

Seconded by Councilman District 5 Ward

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

22. **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 that Council would retire into closed session at 9:27 p.m.

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

Mayor Whitlow announced that Council was back in open session at 9:40 p.m.

No action necessary and none taken.

IX. ADJOURNMENT

Mayor asked for motion to adjourn.

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

Seconded by Councilman District 5 Ward

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

Meeting adjourned at 9:42 p.m.

ATTEST:

Jack Whitlow, Mayor

Mandy Grant, City Secretary

COMMUNICATION

SUBJECT: Minutes of May 28, 2024 Workshop Meeting

INFORMATION:



CITY COUNCIL WORKSHOP

Tuesday, May 28, 2024 at 6:00 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 28th day of May, 2024, the City Council of the City of Port Lavaca, Texas, convened in a Workshop Session at 6:00 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 |
| Allen Tippit | Councilman, District 3 |
| Rosie G. Padron | Councilwoman, District 4, Mayor Pro Tem |
| Jim Ward | Councilman, 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:

WORKSHOP SESSION

II. CALL TO ORDER

- Mayor Whitlow called the meeting to order at 6:03 p.m. and presided.

III. 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).

- Mayor Whitlow asked for comments from the public and there were none.

IV. ITEMS FOR DISCUSSION - *Council will discuss the following items).*

1. Discuss a Draft Stormwater Runoff Management Ordinance and the GLO Guidance Document for Sustainable Stormwater Drainage on the Texas Coast. Presenter is Jody Weaver

Nick Dornak of Doucet Engineers in Austin, Texas made a PowerPoint presentation to Council and discussed this agenda item.

No action necessary and none taken.

V. ADJOURN WORKSHOP

Mayor Whitlow asked for motion to adjourn.

Motion made by Councilman District 2 Dent

Seconded by Councilwoman District 4 (Mayor Pro Tem) Padron

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

Workshop adjourned at 7:38 p.m.

Jack Whitlow, Mayor

ATTEST:

Mandy Grant, City Secretary

COMMUNICATION

SUBJECT: Review of Credit Card Statement

INFORMATION:



Section VII. Item #C.

CITY OF
Account Number: XXXX XXXX XXXX 0305

Billing Questions:
800-367-7576

Website:
www.cardaccount.net

Send Billing Inquiries To:
Card Service Center, PO Box 569120, Dallas, TX 75356

FIRST NATIONAL BANK IN PORT LAVACA Credit Card Account Statement
April 8, 2024 to May 8, 2024

SUMMARY OF ACCOUNT ACTIVITY

Previous Balance	\$13,043.93
- Payments	\$13,043.93
- Other Credits	\$13.00
+ Purchases	\$14,977.71
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$14,964.71

PAYMENT INFORMATION

New Balance:	\$14,964.71
Minimum Payment Due:	\$448.95
Payment Due Date:	June 2, 2024

Account Number	XXXX XXXX XXXX 0305
Credit Limit	\$26,500.00
Available Credit	\$11,357.00
Statement Closing Date	May 8, 2024
Days in Billing Cycle	31

MESSAGES

PROTECT YOURSELF FROM SCAMMERS!

We will never call, text, or email and ask you for your personal information. Some scammers will call and pretend to be from the Card Service Center. We will never call or text you and ask for sensitive information such as account or card number information, passwords or user names, or social security numbers. Please **DO NOT** give out that information.

If you feel pressured or concerned about a phone call, please hang up and call us at 800-367-7576 (the phone number located on the back of your credit card). Our Card Service Center team is always glad to check and can verify the information.

TRANSACTIONS

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
04/23	04/23	8543189G200XSRBWM	PAYMENT - THANK YOU	\$13,043.93-

Transactions continued on next page

FIRST NATIONAL BANK IN PORT LAVACA
1550 N BROWN RD 150
LAWRENCEVILLE GA 30043



Account Number: XXXX XXXX XXXX 0305
New Balance: \$14,964.71
Minimum Payment Due: \$448.95
Payment Due Date: June 2, 2024

All payments on the account must be made at the address shown on your monthly billing statement and are considered to have been made on the date received at that address.

Amount Enclosed: \$



Make Check Payable to:

CARD SERVICE CENTER
PO BOX 569100
DALLAS TX 75356-9100

CITY OF PORT LAVACA
202 N VIRGINIA ST
PORT LAVACA TX 77979-3431



TRANSACTIONS (continued) An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
TOTAL XXXXXXXXXXXX0305				\$13,043.93-
04/08	04/09	5543687FK7WQ7EAAA	TEXAS TACTICAL POLICE BURNET TX	\$330.00
04/09	04/10	5543687FL85NK8HXS	TEXAS TACTICAL POLICE BURNET TX	\$330.00
04/24	04/26	7512071G4S66QMDY1	KALAHARI RESORT - TX ROUND ROCK TX	\$1,099.36
CHECK-IN 04/24/24 FOLIO #R0411DED				
04/28	04/29	8545491G7S66GQ54A	CARLTON CLUB INN 830-3532799 TX	\$463.30
CHECK-IN 04/28/24 FOLIO #9446C6G4				
04/29	05/01	8230606G9S66MMGFA	VICTORIA COLLEGE VICTORIA TX	\$25.00
05/01	05/03	1544985GB6ER3R2SD	BUTTER CHURN RESTAURAN ARANSAS PASS TX	\$39.64
COLIN RANGNOW				
TOTAL XXXXXXXXXXXX0727				\$2,287.30
04/25	04/26	5174295G5W0J9BVN3	IDENTOGO - TX FINGE 877-512-6962 MA	\$10.21
ERIC SALES				
TOTAL XXXXXXXXXXXX0776				\$10.21
04/11	04/11	5543286FN5VHF0N6S	AMZN MKTP US*U65FH0OD3 AMZN.COM/BILL WA	\$19.98
04/12	04/14	5543286FP5W10SZHJ	RMA TOLL 833-762-8655 CA	\$33.10
04/16	04/17	5543286FV5X5YRSV7	AMZN MKTP US*2U02M1GD3 AMZN.COM/BILL WA	\$627.98
04/17	04/18	5531020FX60RFA6ZV	FTD* GREENHOUSE FLORAL PORT LAVACA TX	\$160.00
04/19	04/21	5543286FY5XZ91E49	AMZN MKTP US*KF8JY2ND3 AMZN.COM/BILL WA	\$42.97
05/08	05/08	5543286GH5S9V1AHQ	AMZN MKTP US*2Q8F00M63 AMZN.COM/BILL WA	\$84.82
KAREN NEAL				
TOTAL XXXXXXXXXXXX0784				\$968.85
04/09	04/10	8535335FLQ1TX20ZF	PAYPAL *TRAININGDIV 4029357733 TX	\$300.00
04/09	04/11	8230606FMS66L4LH7	VICTORIA COLLEGE VICTORIA TX	\$25.00
04/12	04/14	5548872FRBLYKESWJ	TEXAS COMM FIRE PROT AUSTIN TX	\$87.17
04/12	04/14	5548872FRBLYKESYX	TEXAS COMM FIRE PROT AUSTIN TX	\$56.49
04/12	04/14	8230606FRS66LDTWA	VICTORIA COLLEGE VICTORIA TX	\$25.00
JUAN LUNA				
TOTAL XXXXXXXXXXXX0941				\$493.66
04/15	04/16	0522702FS8PM5V9T6	AMERICAN WATER WORKS A DENVER CO	\$252.00
04/24	04/24	5543286G35ZB9TXD8	AMZN MKTP US*5L0XU7QZ3 AMZN.COM/BILL WA	\$233.24
05/02	05/03	5543286GB61Y766SX	AMZN MKTP US*6U0WJ34O3 AMZN.COM/BILL WA	\$119.52
WAYNE SHAFFER				
TOTAL XXXXXXXXXXXX1212				\$604.76
04/19	04/21	5542135FZVAM6GSL4	TEXAS MUNICIPAL COURTS AUSTIN TX	\$150.00
04/19	04/21	5542135FZVAM6GSM6	TEXAS MUNICIPAL COURTS AUSTIN TX	\$150.00
04/19	04/21	5543286FY5Y27T063	AMZN MKTP US*QL3233983 AMZN.COM/BILL WA	\$86.76
04/20	04/21	5543286FZ5YA58L1K	WALMART.COM 800-925-6278 AR	\$15.45
04/25	04/26	5543286G45ZSDB5PQ	AMZN MKTP US*FO06E39B3 AMZN.COM/BILL WA	\$7.00
04/26	04/28	5531020G52DK73RAJ	AMAZON.COM*FS4PS0CX3 SEATTLE WA	\$299.95
04/30	04/30	5543286G9614PZ38K	AMZN MKTP US*1J3Y42TW3 AMZN.COM/BILL WA	\$54.97
MANDY GRANT				
TOTAL XXXXXXXXXXXX1238				\$764.13
04/08	04/09	5513158FKTTEJAZPVW	CDW GOVT #QP63920 800-808-4239 IL	\$412.91
04/10	04/10	5543286FM5V827S20	AMZN MKTP US*VK7FX14Y3 AMZN.COM/BILL WA	\$285.98
04/11	04/12	5543286FN5VLNGMJ1	AMAZON.COM*QX11A0NG3 AMZN.COM/BILL WA	\$104.45
04/12	04/14	5543286FP5VZ9SEKG	AMZN MKTP US*8P5KQ17J3 AMZN.COM/BILL WA	\$70.59
04/12	04/14	5543286FP5W0H1DLS	AMZN MKTP US*JP3X85UH3 AMZN.COM/BILL WA	\$35.17
04/12	04/14	5543286FP5W07DFY0	AMZN MKTP US*QR17S4JL3 AMZN.COM/BILL WA	\$84.52
04/13	04/15	7512071FTS66LR9PX	KALAHARI RESORT - TX ROUND ROCK TX	\$561.25
CHECK-IN 04/13/24 FOLIO #RBEWWNOWS				



TRANSACTIONS (continued) An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
04/13	04/15	7512071FTS66LR9S6	KALAHARI RESORT - TX ROUND ROCK TX	\$561.25
		CHECK-IN 04/13/24	FOLIO #RZTG5LDCF	
04/18	04/19	5543286FX5XT9HH0Z	AMZN MKTP US*U484N9YA3 AMZN.COM/BILL WA	\$874.74
04/26	04/28	5513158G5TTEL80FQ	CDW GOVT #QX71382 800-808-4239 IL	\$427.91
05/01	05/02	5543286GA61L2KG0W	AMZN MKTP US*4E52O7163 AMZN.COM/BILL WA	\$333.94
05/07	05/07	5543286GG63ALPQXB	AMZN MKTP US*985NL4CJ3 AMZN.COM/BILL WA	\$19.98
			SUSAN LANG	
			TOTAL XXXXXXXXXXXX1345	\$3,772.69
04/09	04/10	5543286FL5V4KLN07	AMZN MKTP US*8P4KO69G3 AMZN.COM/BILL WA	\$29.87
04/11	04/12	5543286FN5VJYK2E0	APPLE.COM/BILL 866-712-7753 CA	\$2.99
04/27	04/28	5548077G68AZ1AQ91	RECONYX HOLMEN WI	\$40.00
05/08	05/08	5543286GH5S9NMXZE	INT'L CODE COUNCIL INC 888-422-7233 IL	\$69.00
			DERRICK SMITH	
			TOTAL XXXXXXXXXXXX3836	\$141.86
05/07	05/08	5543286GG63G54RTE	AMZN MKTP US AMZN.COM/BILL WA CREDIT	\$13.00-
04/23	04/23	5543286G25Z3B57X8	AMZN MKTP US*GA3NK3UE3 AMZN.COM/BILL WA	\$19.99
04/23	04/24	5550036G22DM4YTE0	WALMART.COM WALMART.COM AR	\$28.93
05/02	05/05	5520739GQBXWSF4S1	DOCK BUILDERS SUPPLY GIBSONTON FL	\$816.88
05/05	05/05	5543286GE62LPQDP8	AMZN MKTP US*831K42PD3 AMZN.COM/BILL WA	\$56.87
			JAMES RUDELLAT	
			TOTAL XXXXXXXXXXXX8611	\$909.67
05/02	05/03	5548077GQBM6DADSD	ACADEMY SPORTS #197 PORTLAND TX	\$121.73
05/02	05/05	1544985GQ6EV33WB4	BUTTER CHURN RESTAURAN ARANSAS PASS TX	\$20.00
			JOE REYES JR	
			TOTAL XXXXXXXXXXXX0215	\$141.73
04/10	04/11	5543286FM5VE5S5R3	4IMPRINT, INC 4IMPRINT.COM WI	\$1,515.72
04/11	04/12	5543286FN5VR116MW	CCSI EFAX CORPORATE 323-817-1155 CA	\$272.70
05/03	05/03	5543286GQ620XY1XN	TEXAS MUNICIPAL LEAGUE 512-231-7400 TX	\$478.80
			JOANNA WEAVER	
			TOTAL XXXXXXXXXXXX0249	\$2,267.22
04/09	04/10	5548872FM2MQZR0FQ	TCEQ EPAYMENT AUSTIN TX	\$113.75
04/09	04/10	5548872FM2MQZR0GE	TCEQ EPAYMENT AUSTIN TX	\$113.75
04/10	04/10	5543286FM5V5MTNEZ	TEEX ECOMMERCE 979-458-6898 TX	\$470.00
04/11	04/12	8230509FN000P32J6	AMAZON MAR* 111-662514 SEATTLE WA	\$56.77
04/12	04/14	5543286FP5VZ8VY8V	AMZN MKTP US*J24467W63 AMZN.COM/BILL WA	\$157.98
04/15	04/16	5548077FV0RX4EZSD	TOOLUP.COM LAS VEGAS NV	\$1,624.10
04/19	04/19	5543286FY5XW72MP5	AMZN MKTP US*1H0EX4J43 AMZN.COM/BILL WA	\$58.30
05/02	05/03	5543286GB61X98VX8	AMZN MKTP US*XG7938H43 AMZN.COM/BILL WA	\$7.98
			CYNTHIA HEYSQUIERDO	
			TOTAL XXXXXXXXXXXX0264	\$2,602.63

INTEREST CHARGE CALCULATION

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	19.49% (v)	\$0.00	31	\$0.00
Cash Advances	19.49% (v)	\$0.00	31	\$0.00

(v) - variable



Section VII. Item #C.

CITY OF
Account Number: XXXX XXXX XXXX 0305

To avoid additional interest charges, pay your New Balance in full on or before the Payment Due Date.

Exciting news! Go online today and check out the all-new enhancements to the Card Service Center website. E-statements, additional payment options, links to Preferred Points website, and other helpful sites. Visit us today at www.cardaccount.net to enroll your credit card account(s) on the newly enhanced website.

Thank you for the opportunity to serve your credit card needs. Should your future plans include travel, please contact us at 1-800-367-7576.

CREDITING OF PAYMENTS

All payments received by 5:00 PM during the Card issuer's normal business day at the address indicated on the reverse side of this statement will be credited to your account as of the date of receipt of the payment. If payment is made at any location other than that address, credit of the payment may be delayed up to 5 days.

BILLING RIGHTS SUMMARY

What to do if You Think You Find a Mistake on Your Statement

If you think there is an error on your statement, write to us at BBCS, Attn: Dispute Department, 1550 North Brown Road, Suite 150, Lawrenceville, GA 30043 as soon as possible. In your letter, give us the following information: your name and account number; the dollar amount of the suspected error; and if you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.

You must contact us within 60 days after the error appeared on your statement. You must notify us of any potential errors in writing. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question.

While we investigate whether or not there has been an error, the following are true:

- We cannot try to collect the amount in question, or report you as delinquent on that amount.
- The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
- While we do not have to pay the amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit.

Your Rights if You are Dissatisfied with Your Credit Card Purchases

If you are dissatisfied with the goods or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase. To use this right, all of the following must be true:

- The purchase must have been made in your home state or within 100 miles of your current mailing address, and the purchase price must have been more than \$50. (Note: Neither of these are necessary if your purchase was based on an advertisement we mailed to you, or if we own the company that sold you the goods or services.)
- You must have used your credit card for the purchase. Purchases made with cash advances from an ATM or with a check that accesses your credit card account do not qualify.
- You must not yet have fully paid for the purchase. If all of the criteria above are met and you are still dissatisfied with the purchase, contact us in writing at: BBCS, Attn: Dispute Department, 1550 North Brown Road, Suite 150, Lawrenceville, GA 30043.

While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

EXPLANATION OF INTEREST CHARGES

The Interest Charge shown on the front is the sum of the Interest Charges computed by applying the Periodic Rate(s) to the Average Daily Balance and adding any applicable transaction charge authorized in the Cardholder Agreement. The method for computing the balance subject to Interest Charge is an average daily balance (including new purchases) method.

We figure the interest charge on your account by applying the periodic rate(s) to the "average daily balance" of your account (including in some instances current transactions). To get the "average daily balance", we take the beginning balance of your account each day, add any new cash advances and subtract any payments or credits and any unpaid interest charges. If you paid in full the Previous Balance shown on this statement by the payment due date shown on the previous statement, we subtract from each day's beginning balance the amount of such Previous Balance included in that beginning balance and also do not add in any new purchases. Otherwise the amount of the Previous Balance is not subtracted and we add in any new purchases. This gives us the daily balance. Then we add all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle. This gives us the "average daily balance."

HOW TO AVOID INTEREST CHARGES: You have until the payment due date shown on your periodic statement to repay your balance before an interest charge on purchases will be imposed.

ANNUAL FEE DISCLOSURES

If an annual fee is shown on the front of the statement, see the front for information about the following matters: the annual percentage rate for purchases, certain information regarding any variable rate feature, the amount of the annual fee, any minimum interest charge, and any transaction charges for purchases. The method for computing the balance subject to interest charge on your account is an Average Daily Balance (including new purchases) method and is explained above.

If you terminate your account within 30 days from the Closing Date shown on the front of this statement, you will not owe the annual fee (and have the right to have it credited to your account) and may use your card(s) during that 30 day period without becoming obligated for the annual fee. To terminate your account you should give us written notice sent to the address for billing inquiries as shown on the front of this statement. All cards should be cut in half and returned with your termination notice.

CREDIT BALANCES

Any credit balance on your account (indicated by a "-" on the front of this statement) is money we owe you. You can make charges against this amount or request and receive a full refund of this amount by writing us at: Card Service Center, PO Box 569120, Dallas, TX 75356-9120. Any amount not charged against or refunded upon request that is over \$1.00 (equal to or in excess of \$1.00 if you live in MA or any amount in NY) will be refunded automatically within six months after the credit balance was created (four billing cycles in MD).

O1AB5762 – 3 – 05/25/17

(PLEASE SHOW YOUR CORRECT NAME AND ADDRESS)

Name (if incorrect on reverse side)

Street address

City State Zip Code

Effective Date: Month, Day, Year Signature

Home Phone Work Phone

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, Interim Finance Director *BAH*
Subject: FY 23-24 Financial Highlights through **May 31, 2024**
Date: June 3, 2024

Below are the following reports for the period ending **May 31, 2024**, or **66%** of the year:

The major highlights of the Report are as follows:

Property Tax collections as reported by CCAD - are **\$5,379,542** for the year as of April. Collections in FY 23-24 are 93.62% of total adjusted tax levy. Total current year Property Taxes Outstanding as of April is **\$767,574**.

In the General Fund, revenues through **05/31/24** are **77.5%** of budget. In addition:

1. *Current Property Tax* collections - are **\$4,857,465** for the year as of May. Collections in FY 23-24 are 108% of budget.
2. *Sales Tax* collections through May were **\$2,451,356** or 66% of budget. Collections through May in FY 22-23 were **\$2,322,202**.
3. *Licenses & Permits* collections are **\$68,953** for the year, or 26% of budget. Collections through May in FY 22-23 were **\$96,193**.
4. *Bauer Center Rentals* through May are **\$43,547** or 43.5% of budget. Collections through May in FY 22-23 were **\$47,000**.
5. *Court Fines* are **\$38,230** for the year, or 32% of budget. Collections through May in FY 22-23 were **\$50,717**.

Expenditures in the General Fund for the year are **57%** of budget.

Target: 66%

In the Utility Fund, revenues as of **05/31/24** are **62.5%** of budget. In addition:

1. *Metered Water* sales through May are **\$1,835,980** or **70%** of budget.
2. *Residential Sewer* sales through May are **\$986,500** or **63%** of budget.
3. *Garbage Billings* through May are **\$621,859** or **67%** of budget.

Expenditures in the Utility Fund for the year are **78%** of budget.

Summary – FY 2023-2024 through 05/31/24

<u>Fund</u>	<u>Revenues</u>	<u>% Budget</u>	<u>Expense</u>	<u>% Budget</u>	<u>Revenues Less Expense</u>
General	\$9,016,812	77.5%	\$6,851,667	57%	\$2,165,146
Utility	4,713,626	62.5%	4,567,539	78%	146,087
HOT	302,181	51%	367,765	57.5%	(65,585)
Beach	122,666	52%	88,738	42%	33,928
Port	548,313	28.5%	339,240	16.5%	209,073
				Total	2,488,649



**Port Lavaca
PROPERTY TAX COLLECTION REPORT
April 30, 2024**

TAXES DUE AT CERTIFICATION

	5,760,674.07
Adjustments to Date	-45,763.06
TOTAL TAX LEVY	5,714,911.01

2023 Tax Collections

	Base	Penalties & Interest	Total
October	2,358,896.67	0.00	2,358,896.67
November	583,430.25	0.00	583,430.25
December	613,928.54	0.00	613,928.54
January	1,059,143.68	0.00	1,059,143.68
February	554,729.66	14,603.88	569,333.54
March	119,352.19	7,911.86	127,264.05
April	61,021.37	6,523.73	67,545.10
May			0.00
June			0.00
July (Delinquent as of July 1, 2023)			0.00
August			0.00
September			0.00
TOTAL	5,350,502.36	29,039.47	5,379,541.83

Last Year %
Collected
92.80%

TRANSFERRED TO DELINQUENT ROLL

% Collected

93.62%

July, Aug, and Sept Payments

0.00

2023 TAXES OUTSTANDING

364,405.30

% Current Outstanding

6.38%

DELINQUENT COLLECTIONS

	Base	Penalties & Interest	Total
October	1,434.78	2,667.91	4,102.69
November	9,308.28	2,187.95	11,496.23
December	95,107.93	19,103.85	114,211.78
January	13,907.48	5,063.20	18,970.68
February	12,837.84	6,253.88	19,091.72
March	10,220.42	4,093.40	14,313.82
April	18,070.77	11,138.98	29,209.75
May			0.00
June			0.00
July			0.00
August			0.00
September			0.00
TOTAL	160,887.50	50,509.17	211,396.67

**DELINQUENT TAXES OUTSTANDING
TOTAL TAXES OUTSTANDING**

403,168.56
767,573.86

**CITY OF PORT LAVACA, TEXAS
SALES TAX REVENUES**

Section VII. Item #D.

Recv'd	Monthly Allocation	Prior Year % Inc (Dec) Month	TOTAL				Total YTD Percent of Budget	Prior Year Percent Increase (Decrease)		
			General Fund	Year-to-Date Allocation	General Fund Budget Month	Y-T-D		Month	Y-T-D	
Fiscal Year 2021										
Dec	Oct	345,451	27%	\$345,451	345,451	243,714	243,714	141.74%	26.9%	26.9%
Jan	Nov	281,510	12%	\$281,510	626,961	224,351	468,066	133.95%	12.3%	19.9%
Feb	Dec	279,811	-9%	\$279,811	906,772	274,277	742,342	122.15%	-8.7%	9.4%
Mar	Jan	265,655	-11%	\$265,655	1,172,427	265,771	1,008,114	116.30%	-10.5%	4.1%
Apr	Feb	246,266	7%	\$246,266	1,418,693	206,830	1,214,943	116.77%	6.6%	4.5%
May	Mar	354,052	22%	\$354,052	1,772,745	260,317	1,475,260	120.16%	21.8%	7.6%
Jun	Apr	296,421	25%	\$296,421	2,069,165	211,890	1,687,150	122.64%	25.2%	9.8%
Jul	May	294,843	11%	\$294,843	2,364,008	238,183	1,925,333	122.78%	10.8%	9.9%
Aug	Jun	329,290	-7%	\$329,290	2,693,298	317,553	2,242,886	120.08%	-7.2%	7.5%
Sep	Jul	285,544	19%	\$285,544	2,978,842	214,770	2,457,656	121.21%	19.0%	8.5%
Oct	Aug	276,092	1%	\$276,092	3,254,934	244,797	2,702,453	120.44%	1.0%	7.8%
Nov	Sep	311,985	16%	\$311,985	3,566,919	240,547	2,943,000	121.20%	16.1%	8.5%

Recv'd	Monthly Allocation	Prior Year % Inc (Dec) Month	TOTAL				Total YTD Percent of Budget	Prior Year Percent Increase (Decrease)		
			General Fund	Year-to-Date Allocation	General Fund Budget Month	Y-T-D		Month	Y-T-D	
Fiscal Year 2022										
Dec	Oct	246,194	-29%	\$246,194	246,194	318,632	318,632	77.27%	-28.7%	-28.7%
Jan	Nov	264,290	-6%	\$264,290	510,484	259,655	578,287	88.28%	-6.1%	-18.6%
Feb	Dec	330,154	18%	\$330,154	840,638	258,087	836,374	100.51%	18.0%	-7.3%
Mar	Jan	245,570	-8%	\$245,570	1,086,207	245,031	1,081,405	100.44%	-7.6%	-7.4%
Apr	Feb	252,248	2%	\$252,248	1,338,456	227,147	1,308,552	102.29%	2.4%	-5.7%
May	Mar	315,077	-11%	\$315,077	1,653,532	326,565	1,635,117	101.13%	-11.0%	-6.7%
Jun	Apr	266,647	-10%	\$266,647	1,920,179	273,408	1,908,525	100.61%	-10.0%	-7.2%
Jul	May	275,093	-7%	\$275,093	2,195,273	271,952	2,180,478	100.68%	-6.7%	-7.1%
Aug	Jun	315,184	-4%	\$315,184	2,510,457	303,725	2,484,203	101.06%	-4.3%	-6.8%
Sep	Jul	349,708	22%	\$349,708	2,860,165	263,376	2,747,579	104.10%	22.5%	-4.0%
Oct	Aug	304,754	10%	\$304,754	3,164,919	254,657	3,002,236	105.42%	10.4%	-2.8%
Nov	Sep	325,921	4%	\$325,921	3,490,839	287,764	3,290,000	106.10%	4.5%	-2.1%

Recv'd	Monthly Allocation	Prior Year % Inc (Dec) Month	TOTAL				Total YTD Percent of Budget	Prior Year Percent Increase (Decrease)		
			General Fund	Year-to-Date Allocation	General Fund Budget Month	Y-T-D		Month	Y-T-D	
Fiscal Year 2023										
Dec	Oct	267,921	9%	\$267,921	267,921	221,082	221,082	121.19%	8.8%	8.8%
Jan	Nov	262,666	-1%	\$262,666	530,587	237,332	458,414	115.74%	-0.6%	3.9%
Feb	Dec	327,969	-1%	\$327,969	858,556	296,478	754,892	113.73%	-0.7%	2.1%
Mar	Jan	293,025	19%	\$293,025	1,151,581	220,522	975,414	118.06%	19.3%	6.0%
Apr	Feb	241,757	-4%	\$241,757	1,393,338	226,519	1,201,932	115.92%	-4.2%	4.1%
May	Mar	288,609	-8%	\$288,609	1,681,948	282,939	1,484,871	113.27%	-8.4%	1.7%
Jun	Apr	267,670	0%	\$267,670	1,949,617	239,449	1,724,320	113.07%	0.4%	1.5%
Jul	May	310,160	13%	\$310,160	2,259,777	247,034	1,971,354	114.63%	12.7%	2.9%
Aug	Jun	333,198	6%	\$333,198	2,592,976	283,035	2,254,389	115.02%	5.7%	3.3%
Sep	Jul	295,975	-15%	\$295,975	2,888,951	314,037	2,568,426	112.48%	-15.4%	1.0%
Oct	Aug	335,595	10%	\$335,595	3,224,546	273,669	2,842,095	113.46%	10.1%	1.9%
Nov	Sep	315,989	-3%	\$315,989	3,540,534	292,677	3,134,772	112.94%	-3.0%	1.4%

Recv'd	Monthly Allocation	Prior Year % Inc (Dec) Month	TOTAL				Total YTD Percent of Budget	Prior Year Percent Increase (Decrease)		
			General Fund	Year-to-Date Allocation	General Fund Budget Month	Y-T-D		Month	Y-T-D	
Fiscal Year 2024										
Dec	Oct	281,039	5%	\$281,039	281,039	281,800	281,800	99.73%	4.9%	4.9%
Jan	Nov	279,772	7%	\$279,772	560,811	276,274	558,074	100.49%	6.5%	5.7%
Feb	Dec	333,966	2%	\$333,966	894,777	344,960	903,033	99.09%	1.8%	4.2%
Mar	Jan	264,897	-10%	\$264,897	1,159,674	308,205	1,211,239	95.74%	-9.6%	0.7%
Apr	Feb	289,101	20%	\$289,101	1,448,775	254,282	1,465,520	98.86%	19.6%	4.0%
May	Mar	341,291	18%	\$341,291	1,790,066	303,561	1,769,081	101.19%	18.3%	6.4%
Jun	Apr					281,536	2,050,617			
Jul	May					326,228	2,376,845			
Aug	Jun					350,460	2,727,305			
Sep	Jul					311,308	3,038,613			
Oct	Aug					352,981	3,391,594			
Nov	Sep					332,358	3,723,952			

CITY OF PORT LAVACA
 REVENUE AND EXPENDITURES REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

Section VII. Item #D.

001-GENERAL FUND
 FINANCIAL SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
REVENUE SUMMARY								
TAXES	8,985,666	8,985,666	0	511,345.61	7,864,384.00	0.00	1,121,282.00	87.52
LICENSES & PERMITS	268,410	268,410	0	7,380.26	68,953.17	0.00	199,456.83	25.69
USER & SERVICE CHARGES	102,500	102,500	0	5,377.00	45,604.25	0.00	56,895.75	44.49
FINES & FORFEITURES	284,000	284,000	0	44,006.51	203,727.71	0.00	80,272.29	71.74
OTHER REVENUE	550,950	550,950	0	33.26	297,129.51	0.00	253,820.49	53.93
GRANT AND CONTRIBUTION R	572,033	572,033	0	65,000.00	336,383.62	0.00	235,649.38	58.80
INTERGOVERNMENTAL REVENUE	875,783	875,783	0	0.00	200,629.87	0.00	675,153.13	22.91
TOTAL REVENUES	11,639,342	11,639,342	0	633,142.64	9,016,812.13	0.00	2,622,529.87	77.47
EXPENDITURE SUMMARY								
CITY COUNCIL	30,402	30,402	0	2,702.01	19,658.18	0.00	10,743.82	64.66
CITY MANAGER	394,511	394,511	0	19,378.30	228,915.90	16,000.00	149,595.10	62.08
CITY SECRETARY	224,494	224,494	0	17,651.75	146,336.04	0.00	78,157.96	65.18
HUMAN RESOURCE	34,725	34,725	0	1,994.85	17,568.79	0.00	17,156.21	50.59
MUNICIPAL COURT	163,474	163,474	0	11,297.28	101,821.64	0.00	61,652.36	62.29
TECHNOLOGY SERVICES	462,081	462,081	0	29,487.37	324,765.51	29,773.25	107,542.24	76.73
ECONOMIC DEVELOPMENT	0	0	0	0.00	0.00	0.00	0.00	0.00
FINANCE	440,906	440,906	0	27,169.88	188,422.36	7,811.20	244,672.44	44.51
CITY HALL	207,520	207,520	0	9,319.28	153,539.13	45,985.00	7,995.87	96.15
POLICE	2,919,859	2,919,859	0	168,933.70	1,649,278.19	0.00	1,270,580.81	56.48
FIRE	2,162,555	2,162,555	0	141,286.83	1,385,626.67	0.00	776,928.33	64.07
ANIMAL CONTROL	246,085	246,085	0	12,834.89	106,122.67	27,001.70	112,960.63	54.10
CODE ENFORCEMENT/INSPECT	511,797	511,797	0	28,657.56	240,556.41	26,974.71	244,265.88	52.27
STREETS	2,897,645	2,897,645	0	87,397.85	1,202,095.72	58,093.99	1,637,455.29	43.49
PARKS & RECREATION	1,064,950	1,064,950	0	53,672.27	520,210.15	181,140.02	363,599.83	65.86
BAUER CENTER	335,464	335,464	0	18,841.75	229,102.31	25,397.00	80,964.69	75.86
NON-DEPARTMENTAL	680,027	680,027	0	52,405.65	337,646.90	0.00	342,380.10	49.65
TOTAL EXPENDITURES	12,776,495	12,776,495	0	683,031.22	6,851,666.57	418,176.87	5,506,651.56	56.90
REVENUES OVER/(UNDER) EXPENDITURES	(1,137,153)	(1,137,153)	0	(49,888.58)	2,165,145.56	(418,176.87)	(2,884,121.69)	153.63-

CITY OF PORT LAVACA
 REVENUE AND EXPENDITURES REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

001-GENERAL FUND
 REVENUES

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
TAXES								
411.01	PROPERTY TAXES-CURRENT	4,511,964	4,511,964	0	74,923.61	4,857,465.38	0.00 (345,501.38)	107.66
411.02	PROPERTY TAXES-DELINQU	100,000	100,000	0	39,865.36	183,368.97	0.00 (83,368.97)	183.37
412.01	SALES TAX REVENUE	3,723,952	3,723,952	0	342,534.30	2,451,355.83	0.00 1,272,596.17	65.83
413.01	NATURAL GAS FRANCHISE	62,000	62,000	0	1,000.00	33,811.61	0.00 28,188.39	54.53
413.02	ELECTRICAL FRANCHISE T	342,000	342,000	0	24,263.28	164,249.21	0.00 177,750.79	48.03
413.03	TELEPHONE FRANCHISE TA	32,000	32,000	0	6,629.24	13,776.05	0.00 18,223.95	43.05
413.04	CABLE TV FRANCHISE TAX	50,000	50,000	0	6,865.79	13,833.71	0.00 36,166.29	27.67
413.05	WASTE COLLECTION FRAN	128,750	128,750	0	12,303.21	73,090.58	0.00 55,659.42	56.77
413.90	OTHER FRANCHISE TAX	0	0	0	0.00	0.00	0.00 0.00	0.00
414.01	ALCOHOLIC BEVERAGE TAX	35,000	35,000	0	2,960.82	14,058.59	0.00 20,941.41	40.17
415.15	INTERGOVERNMENTAL REVE	0	0	0	0.00	59,374.07	0.00 (59,374.07)	0.00
	TOTAL TAXES	8,985,666	8,985,666	0	511,345.61	7,864,384.00	0.00 1,121,282.00	87.52
LICENSES & PERMITS								
421.01	ELECTRICAL LICENSES	0	0	0	0.00	0.00	0.00 0.00	0.00
421.02	BUILDER LICENSES	7,000	7,000	0	500.00	3,551.92	0.00 3,448.08	50.74
422.01	ELECTRICAL PERMITS	25,000	25,000	0	0.00	15.00	0.00 24,985.00	0.06
422.02	BUILDING PERMITS	157,000	157,000	0	3,842.87	46,624.58	0.00 110,375.42	29.70
422.03	PLUMBING PERMITS	22,000	22,000	0	0.00	0.00	0.00 22,000.00	0.00
422.04	MECHANICAL PERMITS	5,600	5,600	0	0.00	0.00	0.00 5,600.00	0.00
422.05	FOUNDATION PERMITS	0	0	0	0.00	0.00	0.00 0.00	0.00
422.06	PEDDLER & SOLICITOR PE	0	0	0	220.00	320.00	0.00 (320.00)	0.00
422.07	ALCOHOL IN THE PARK PE	0	0	0	300.00	950.00	0.00 (950.00)	0.00
423.01	TRAILER PERMITS	0	0	0	0.00	0.00	0.00 0.00	0.00
423.02	FOOD HANDLER'S PERMITS	2,600	2,600	0	575.00	1,845.00	0.00 755.00	70.96
423.03	LIENS	1,500	1,500	0	0.00	0.00	0.00 1,500.00	0.00
423.90	OTHER PERMITS & FEES	30,000	30,000	0	1,932.39	9,081.08	0.00 20,918.92	30.27
424.01	ALCOHOLIC BEVERAGE PER	7,110	7,110	0	0.00	4,820.00	0.00 2,290.00	67.79
424.02	AMUSEMENT PERMIT FEES	300	300	0	0.00	0.00	0.00 300.00	0.00
424.03	SUBDIVISION & PLAT FEE	1,000	1,000	0	0.00	250.00	0.00 750.00	25.00
424.04	ENVIRONMENTAL & HEALTH	0	0	0	0.00	0.00	0.00 0.00	0.00
424.05	PLAN REVIEW FEES	9,000	9,000	0	0.00	802.59	0.00 8,197.41	8.92
425.01	ANIMAL LICENSES & FEES	200	200	0	10.00	458.00	0.00 (258.00)	229.00
426.01	ALARM FEES	100	100	0	0.00	235.00	0.00 (135.00)	235.00
	TOTAL LICENSES & PERMITS	268,410	268,410	0	7,380.26	68,953.17	0.00 199,456.83	25.69
USER & SERVICE CHARGES								
435.06	BAUER CENTER RENTALS	100,000	100,000	0	5,247.00	43,547.00	0.00 56,453.00	43.55
435.07	BAYFRONT RENTALS	0	0	0	0.00	600.00	0.00 (600.00)	0.00
439.01	POLICE SERVICES	2,000	2,000	0	130.00	1,457.25	0.00 542.75	72.86
439.05	POLICE TRAINING FEES	500	500	0	0.00	0.00	0.00 500.00	0.00
	TOTAL USER & SERVICE CHARGES	102,500	102,500	0	5,377.00	45,604.25	0.00 56,895.75	44.49

CITY OF PORT LAVACA
 REVENUE AND EXPENDITURES REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

001-GENERAL FUND
 REVENUES

		ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
FINES & FORFEITURES									
441.01	PENALTIES & INTEREST	90,000	90,000	0	25,925.45	99,226.80	0.00 (9,226.80)	110.25
441.02	TAX ATTORNEY FEES	45,000	45,000	0	12,453.68	53,266.00	0.00 (8,266.00)	118.37
443.01	COURT FINES	120,000	120,000	0	4,148.78	38,229.74	0.00	81,770.26	31.86
443.02	MUNI COURT- COLLECTION	14,000	14,000	0	883.20	7,370.16	0.00	6,629.84	52.64
443.03	LOCAL TIME PAYMENT FEE	5,000	5,000	0	116.44	990.70	0.00	4,009.30	19.81
449.02	ARREST FEES	10,000	10,000	0	478.96	4,644.31	0.00	5,355.69	46.44
449.03	CASH OVER-MC	0	0	0	0.00	0.00	0.00	0.00	0.00
449.05	RECOVERY ADJUSTMENT FE	0	0	0	0.00	0.00	0.00	0.00	0.00
	TOTAL FINES & FORFEITURES	284,000	284,000	0	44,006.51	203,727.71	0.00	80,272.29	71.74
OTHER REVENUE									
451.01	INTEREST INCOME	500,000	500,000	0	0.00	216,269.81	0.00	283,730.19	43.25
455.01	OTHER FINANCING SOURCE	0	0	0	0.00	0.00	0.00	0.00	0.00
459.02	PHOTO COPIES	500	500	0	6.00	67.25	0.00	432.75	13.45
459.05	DONATION- POLICE (JEDL	0	0	0	0.00	0.00	0.00	0.00	0.00
459.07	DONATION- FIRE (JEDLIC	0	0	0	0.00	0.00	0.00	0.00	0.00
459.10	DONATIONS	0	0	0	0.00	0.00	0.00	0.00	0.00
459.11	AUCTION/SALE PROCEEDS	32,000	32,000	0	0.00	34,300.00	0.00 (2,300.00)	107.19
459.12	TML REIMBURSEMENTS	0	0	0	0.00	24,252.78	0.00 (24,252.78)	0.00
459.15	HURRICANE	0	0	0	0.00	0.00	0.00	0.00	0.00
459.17	FIRE TRAINING REIMBURS	2,450	2,450	0	0.00	0.00	0.00	2,450.00	0.00
459.20	RESTITUTION PAYMENTS	0	0	0	0.00	11.00	0.00 (11.00)	0.00
459.90	MISCELLANEOUS INCOME	10,000	10,000	0	27.26	16,228.67	0.00 (6,228.67)	162.29
459.91	TOWER OF TEX USAGE RIG	6,000	6,000	0	0.00	6,000.00	0.00	0.00	100.00
459.92	EQUITY BALANCE FORWARD	0	0	0	0.00	0.00	0.00	0.00	0.00
	TOTAL OTHER REVENUE	550,950	550,950	0	33.26	297,129.51	0.00	253,820.49	53.93
GRANT AND CONTRIBUTION R									
482.00	GRANT REVENUE	258,656	258,656	0	0.00	0.00	0.00	258,656.00	0.00
482.01	STATE GRANT- PARKS	0	0	0	0.00	0.00	0.00	0.00	0.00
484.53	OPERATION STONE GARDEN	0	0	0	0.00	0.00	0.00	0.00	0.00
484.54	CONTRIBUTION LEOSE- PD	1,800	1,800	0	0.00	1,813.75	0.00 (13.75)	100.76
484.59	CALHOUN COUNTY-FIRE	240,577	240,577	0	0.00	247,319.87	0.00 (6,742.87)	102.80
484.60	CALHOUN COUNTY-ANIMAL	65,000	65,000	0	0.00	16,250.00	0.00	48,750.00	25.00
484.61	POINT COMFORT-ANIMAL	6,000	6,000	0	65,000.00	71,000.00	0.00 (65,000.00)	1,183.33
	TOTAL GRANT AND CONTRIBUTION R	572,033	572,033	0	65,000.00	336,383.62	0.00	235,649.38	58.80
INTERGOVERNMENTAL REVENUE									
492.01	XFER IN- 504 PORT COMM	51,181	51,181	0	0.00	29,855.56	0.00	21,325.44	58.33
492.02	XFER IN- 501 UTILITY F	1,135	1,135	0	0.00	662.06	0.00	472.94	58.33
492.04	XFER IN- 503 BEACH FUN	6,157	6,157	0	0.00	3,591.56	0.00	2,565.44	58.33
493.10	XFER IN - FD 113 BLDG	0	0	0	0.00	0.00	0.00	0.00	0.00
493.85	XFER IN- FD 134 JUSTIC	0	0	0	0.00	0.00	0.00	0.00	0.00
493.87	XFER IN- FD 161 BAYFRO	0	0	0	0.00	0.00	0.00	0.00	0.00
493.88	XFER IN- 206 FARF FUND	531,846	531,846	0	0.00	0.00	0.00	531,846.00	0.00
493.89	XFER IN- 101 HOTEL/MOT	285,464	285,464	0	0.00	166,520.69	0.00	118,943.31	58.33
493.90	XFER IN- OTHER	0	0	0	0.00	0.00	0.00	0.00	0.00
	TOTAL INTERGOVERNMENTAL REVENUE	875,783	875,783	0	0.00	200,629.87	0.00	675,153.13	22.91

CITY OF PORT LAVACA
 REVENUE AND EXPENDITURES REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

001-GENERAL FUND
 REVENUES

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
TOTAL REVENUES	11,639,342	11,639,342	0	633,142.64	9,016,812.13	0.00	2,622,529.87	77.47

CITY OF PORT LAVACA
 REVENUE AND EXPENDITURES REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

501-PUBLIC UTILITY FUND
 FINANCIAL SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
REVENUE SUMMARY								
USER & SERVICE CHARGES	7,182,792	7,182,792	0	588,634.76	4,579,374.62	0.00	2,603,417.38	63.75
FINES & FORFEITURES	240,000	240,000	0	9,421.23	77,763.26	0.00	162,236.74	32.40
OTHER REVENUE	120,000	120,000	0	140.00	56,488.41	0.00	63,511.59	47.07
GRANT AND CONTRIBUTION R	0	0	0	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL REVENUE	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	7,542,792	7,542,792	0	598,195.99	4,713,626.29	0.00	2,829,165.71	62.49
EXPENDITURE SUMMARY								
TECHNOLOGY SERVICES	157,108	157,108	0	12,495.86	101,321.88	0.00	55,786.12	64.49
BILLING	416,963	416,963	0	24,700.19	274,723.16	28,482.10	113,757.74	72.72
MAINTENANCE	1,347,812	1,347,812	0	62,994.70	604,576.62	562,696.27	180,539.11	86.61
WASTEWATER TREATMENT	1,007,105	1,007,105	0	62,691.85	750,213.38	363,099.50	(106,207.88)	110.55
NON-DEPARTMENTAL	4,136,641	4,136,641	0	341,872.22	2,836,703.83	0.00	1,299,937.17	68.58
TOTAL EXPENDITURES	7,065,629	7,065,629	0	504,754.82	4,567,538.87	954,277.87	1,543,812.26	78.15
REVENUES OVER/ (UNDER) EXPENDITURES	477,163	477,163	0	93,441.17	146,087.42	(954,277.87)	1,285,353.45	169.37-

CITY OF PORT LAVACA
 REVENUE AND EXPENDITURES REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

Section VII. Item #D.

501-PUBLIC UTILITY FUND
 REVENUES

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
USER & SERVICE CHARGES								
431.11	2,627,012	2,627,012	0	236,628.46	1,835,980.44	0.00	791,031.56	69.89
431.12	0	0	0	0.00	0.00	0.00	0.00	0.00
431.13	95,014	95,014	0	6,467.95	54,197.34	0.00	40,816.66	57.04
431.21	1,567,373	1,567,373	0	133,316.42	986,500.39	0.00	580,872.61	62.94
431.22	1,079,863	1,079,863	0	66,734.99	529,377.52	0.00	550,485.48	49.02
431.23	67,205	67,205	0	5,499.24	41,939.89	0.00	25,265.11	62.41
431.25	975	975	0	120.50	960.50	0.00	14.50	98.51
431.31	927,373	927,373	0	78,642.82	621,858.82	0.00	305,514.18	67.06
431.32	100,000	100,000	0	2,554.30	14,406.08	0.00	85,593.92	14.41
432.05	631,277	631,277	0	52,120.08	416,768.64	0.00	214,508.36	66.02
432.11	20,000	20,000	0	0.00	4,875.00	0.00	15,125.00	24.38
432.21	4,000	4,000	0	0.00	3,570.00	0.00	430.00	89.25
432.60	0	0	0	0.00	0.00	0.00	0.00	0.00
432.61	1,200	1,200	0	760.00	11,710.00	0.00	(10,510.00)	975.83
432.62	1,000	1,000	0	0.00	130.00	0.00	870.00	13.00
432.63	60,000	60,000	0	5,790.00	56,560.00	0.00	3,440.00	94.27
432.64	500	500	0	0.00	540.00	0.00	(40.00)	108.00
432.65	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL USER & SERVICE CHARGES	7,182,792	7,182,792	0	588,634.76	4,579,374.62	0.00	2,603,417.38	63.75
FINES & FORFEITURES								
442.01	90,000	90,000	0	9,421.23	77,723.26	0.00	12,276.74	86.36
442.02	150,000	150,000	0	0.00	40.00	0.00	149,960.00	0.03
TOTAL FINES & FORFEITURES	240,000	240,000	0	9,421.23	77,763.26	0.00	162,236.74	32.40
OTHER REVENUE								
451.01	38,000	38,000	0	0.00	17,380.59	0.00	20,619.41	45.74
459.03	1,000	1,000	0	60.00	810.00	0.00	190.00	81.00
459.04	35,000	35,000	0	80.00	(640.33)	0.00	35,640.33	1.83-
459.08	43,000	43,000	0	0.00	38,925.24	0.00	4,074.76	90.52
459.11	2,000	2,000	0	0.00	0.00	0.00	2,000.00	0.00
459.12	0	0	0	0.00	0.00	0.00	0.00	0.00
459.90	1,000	1,000	0	0.00	12.91	0.00	987.09	1.29
459.92	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	120,000	120,000	0	140.00	56,488.41	0.00	63,511.59	47.07
GRANT AND CONTRIBUTION R								
481.00	0	0	0	0.00	0.00	0.00	0.00	0.00
482.00	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANT AND CONTRIBUTION R	0	0	0	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL REVENUE								
493.01	0	0	0	0.00	0.00	0.00	0.00	0.00
493.02	0	0	0	0.00	0.00	0.00	0.00	0.00
493.88	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL INTERGOVERNMENTAL REVENUE	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	7,542,792	7,542,792	0	598,195.99	4,713,626.29	0.00	2,829,165.71	62.49

CITY OF PORT LAVACA
 REVENUE AND EXPENDITURES REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

Section VII. Item #D.

101-HOTEL OCCUPANCY TAX FUND
 FINANCIAL SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>								
TAXES	576,905	576,905	0	0.00	291,752.59	0.00	285,152.41	50.57
OTHER REVENUE	14,500	14,500	0	0.00	10,428.04	0.00	4,071.96	71.92
INTERGOVERNMENTAL REVENUE	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	591,405	591,405	0	0.00	302,180.63	0.00	289,224.37	51.10
<u>EXPENDITURE SUMMARY</u>								
HOTEL OCCUPANCY TAX	638,804	638,804	0	14,618.62	367,765.21	0.00	271,038.79	57.57
TOTAL EXPENDITURES	638,804	638,804	0	14,618.62	367,765.21	0.00	271,038.79	57.57
REVENUES OVER/ (UNDER) EXPENDITURES	(47,399)	(47,399)	0	(14,618.62)	(65,584.58)	0.00	18,185.58	138.37

CITY OF PORT LAVACA
 REVENUE AND EXPENDITURES REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

503-BEACH OPERATING FUND
 FINANCIAL SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>								
USER & SERVICE CHARGES	230,000	230,000	0	0.00	100,264.59	0.00	129,735.41	43.59
OTHER REVENUE	4,500	4,500	0	0.00	22,401.47	0.00	(17,901.47)	497.81
GRANT AND CONTRIBUTION R	0	0	0	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL REVENUE	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	234,500	234,500	0	0.00	122,666.06	0.00	111,833.94	52.31
<u>EXPENDITURE SUMMARY</u>								
TECHNOLOGY SERVICES	0	0	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS	0	0	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS	210,294	210,294	0	10,956.41	88,737.94	0.00	121,556.06	42.20
TOTAL EXPENDITURES	210,294	210,294	0	10,956.41	88,737.94	0.00	121,556.06	42.20
REVENUES OVER/ (UNDER) EXPENDITURES	24,206	24,206	0	(10,956.41)	33,928.12	0.00	(9,722.12)	140.16

CITY OF PORT LAVACA
 REVENUE AND EXPENDITURES REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

504-PORT & HARBORS FUND
 FINANCIAL SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>								
USER & SERVICE CHARGES	672,689	672,689	0	76,683.99	529,250.28	0.00	143,438.72	78.68
FINES & FORFEITURES	500	500	0	0.00	0.00	0.00	500.00	0.00
OTHER REVENUE	35,600	35,600	0	66.00	19,062.56	0.00	16,537.44	53.55
GRANT AND CONTRIBUTION R	1,200,000	1,200,000	0	0.00	0.00	0.00	1,200,000.00	0.00
INTERGOVERNMENTAL REVENUE	12,215	12,215	0	0.00	0.00	0.00	12,215.00	0.00
TOTAL REVENUES	1,921,004	1,921,004	0	76,749.99	548,312.84	0.00	1,372,691.16	28.54
<u>EXPENDITURE SUMMARY</u>								
TECHNOLOGY SERVICES	1,422	1,422	0	118.44	857.08	0.00	564.92	60.27
CITY HARBOR	7,000	7,000	0	0.00	2,583.94	0.00	4,416.06	36.91
HARBOR OF REFUGE	330,000	330,000	0	4,985.00	19,235.00	19,503.57	291,261.43	11.74
SMITH HARBOR	11,000	11,000	0	0.00	0.00	0.00	11,000.00	0.00
NAUTICAL LANDINGS MARINA	30,000	30,000	0	221.50	221.50	0.00	29,778.50	0.74
OPERATIONS	1,804,066	1,804,066	0	20,402.32	316,282.84	0.00	1,487,783.16	17.53
NON DEPARTMENTAL	0	0	0	0.00	59.86	0.00	(59.86)	0.00
TOTAL EXPENDITURES	2,183,488	2,183,488	0	25,727.26	339,240.22	19,503.57	1,824,744.21	16.43
REVENUES OVER/ (UNDER) EXPENDITURES	(262,484)	(262,484)	0	51,022.73	209,072.62	(19,503.57)	(452,053.05)	72.22-

2,165,146.00+
 146,087.00+
 65,585.00-
 33,928.00+
 209,073.00+
 003
 2,488,649.00*

COMMUNICATION

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

INFORMATION:

VEDC Update for Port Lavaca – May, 2024

JUNE COUNCIL MEETING

Residential Incentives Draft

- Pending (still) – presented to Council on January 29th. The VEDC is waiting on direction from City Council.

Marketing

- VEDC is working with a third party to update the VEDC website to include a page/tab for Port Lavaca that will include economic development information specific to Port Lavaca (in progress)
- Website now automatically populates with MLS real estate listings
- Demographics and information can be accessed on VEDC website (<https://www.victoriaedc.com/sites-and-data/demographics>)
- VEDC will add a list of other properties for sale/lease, as they are identified
- VEDC staff created a one-page marketing sheet for Port Lavaca per request
- VEDC is working with software (Placer.ai) to research shopping patterns to see what businesses would “fit” into the community (on going)
- VEDC will propose Port Lavaca consider becoming a certified “Film Friendly City” (*more information to come- VEDC will discuss with City Manager prior to taking it to City Council.*)

Business

- VEDC staff continues to market Port Lavaca.
- Working with retailers to try to fill empty spots.
- Working with Chamber to schedule meetings with business owners/ roundtable discussion (scheduled for June).

Projects

- WGS is still a very active project and the VEDC met the executive team from the company on 22nd of May (previous 2-day site visit held 4th & 5th of March). This would be at the ALCOA site and originally would result in 1,500 jobs. The plan has expanded its prospective footprint and would result in more land and more jobs. Company plans on making a final decision by the end of the year.
- Project Lynas is still active
- 4 other (previously 3) large projects are being worked on in the region which will result in many jobs, if sites are selected. Everyone is still in the planning stages.

Other

- VEDC talking to another developer regarding housing.
- VEDC has met with Habitat in other communities and is researching the Calhoun County Habitat, to see how they can help (original email returned)
- Consider strategic planning meeting (waiting to discuss with City Manager)
- **VEDC staff will be more active and visible in the community as a result of additional staffing within the organization.**

COMMUNICATION

SUBJECT: Call annual corporate meeting to order for Port Lavaca Channel & Dock Company and consider and take any action deemed necessary for adoption of unanimous written consent. Presenter is Anne Marie Odefey

INFORMATION:

**UNANIMOUS WRITTEN CONSENT
(IN LIEU OF ANNUAL MEETING)
OF SHAREHOLDERS OF
PORT LAVACA CHANNEL AND DOCK COMPANY**

The undersigned, the sole shareholder of Port Lavaca Channel and Dock Company (the "Corporation"), in accordance with Section 6.201 of the Texas Business Organizations Code, hereby adopt the following written consent.

WHEREAS, the person signing this consent is the shareholder entitled to vote at the Corporation's 2023 annual shareholder meeting and on the following resolutions; and

WHEREAS, the undersigned desires to take advantage of the provisions of Section 6.201 of the Texas Business Organizations Code, and execute a written consent in lieu of formally holding the annual shareholder's meeting and agree that the adoption of the following resolutions shall be valid and have the same force and effect as though such resolutions had been adopted at a formal annual shareholder's meeting; therefore, be it:

RESOLVED, that all proceedings of the Shareholder and all actions taken by the Board of Directors and officers of this Corporation reported to the undersigned are approved and ratified as being actions taken by this Corporation, on behalf of this Corporation, and for the benefit of this Corporation.

RESOLVED, that the financial, operating and other reports concerning the Corporation presented to the undersigned are approved and ratified.

RESOLVED, that Ken Barr is no longer serving as City Council Member and as such, has resigned his position; and Justin Burke is now the Council Member serving for that District.

RESOLVED, that Jack Whitlow, Mandy Grant, Daniel Aguirre, Tim Dent, Allen Tippit, Rosie Padron, Jim Ward and Justin Burke are continued as Directors of the Corporation.

RESOLVED, that this written consent shall have the same force and effect as a formal annual meeting for all purposes, including but not limited for the purpose of complying with Section 21.351 of the Texas Business Organizations Code.

The undersigned direct that this written consent may be executed in multiple counterparts, all of which shall be considered originals and that this written consent, including multiple counterparts, be filed with the minutes of the proceedings of the shareholder of the Corporation.

DATED to be effective on June 10, 2024.

CITY OF PORT LAVACA

By: _____
Jack Whitlow, Mayor

**UNANIMOUS WRITTEN CONSENT
(IN LIEU OF ANNUAL MEETING)
OF THE BOARD OF DIRECTORS OF
PORT LAVACA CHANNEL AND DOCK COMPANY**

The undersigned, directors of Port Lavaca Channel and Dock Company, (the "Corporation"), in accordance with Sections 6.201 and 21.415 of the Texas Business Organizations Code, hereby adopt the following unanimous written consent.

WHEREAS, the persons signing this consent are all the directors entitled to vote at the Corporation's 2023 annual Board of Directors' meeting and on the following resolutions; and

WHEREAS, the undersigned desire to take advantage of the provisions of Section 6.201 of the Texas Business Organizations Code, and execute a unanimous written consent in lieu of formally holding the annual Board of Directors' meeting and agree that the adoption of the following resolutions shall be valid and have the same force and effect as though such resolutions had been adopted at a formal annual Board of Directors' meeting; therefore, be it:

RESOLVED, that all actions taken by the officers of the Corporation reported to the undersigned, are approved and ratified as being actions taken by this Corporation, on behalf of this Corporation, and for the benefit of this Corporation.

RESOLVED, that the financial, operating and other reports concerning the Corporation presented to the undersigned are approved and ratified.

RESOLVED, that the following persons are elected as officers of the Corporation:

Office	Name
President	Jack Whitlow
Secretary	Mandy Grant

RESOLVED, that each director shall serve so long as he/she serves on the City Council of the City of Port Lavaca and/or is employed by the City of Port Lavaca. If a director no longer serves as a council member or employee, he/she automatically resigns their position.

RESOLVED, that this unanimous written consent shall have the same force and effect as a formal annual Board of Directors' meeting for all purposes.

The undersigned direct that this unanimous written consent may be executed in multiple counterparts, all of which shall be considered originals and that this unanimous written

consent, including multiple counterparts, be filed with the minutes of the proceedings of the Board of Directors of the Corporation.

DATED to be effective on June 10, 2024.

Jack Whitlow

Mandy Grant

Daniel Aguirre

Tim Dent

Allen Tippit

Rosie Padron

Jim Ward

Justin Burke

COMMUNICATION

SUBJECT: Call annual corporate meeting to order for Clement Cove Harbor Company and consider and take any action deemed necessary for adoption of unanimous written consent.
Presenter is Anne Marie Odefey

INFORMATION:

**UNANIMOUS WRITTEN CONSENT
(IN LIEU OF ANNUAL MEETING)
OF SHAREHOLDERS OF
CLEMENT COVE HARBOR COMPANY**

The undersigned, the sole shareholder of Clement Cove Harbor Company (the "Corporation"), in accordance with Section 6.201 of the Texas Business Organizations Code, hereby adopt the following written consent.

WHEREAS, the person signing this consent is the shareholder entitled to vote at the Corporation's 2023 annual shareholders' meeting and on the following resolutions; and

WHEREAS, the undersigned desires to take advantage of the provisions of Section 6.201 of the Texas Business Organizations Code, and execute a written consent in lieu of formally holding the annual shareholder's meeting and agree that the adoption of the following resolutions shall be valid and have the same force and effect as though such resolutions had been adopted at a formal annual shareholder's meeting; therefore, be it:

RESOLVED, that all proceedings of the Shareholder and all actions taken by the Board of Directors and officers of this Corporation reported to the undersigned are approved and ratified as being actions taken by this Corporation, on behalf of this Corporation, and for the benefit of this Corporation.

RESOLVED, that the financial, operating and other reports concerning the Corporation presented to the undersigned are approved and ratified.

RESOLVED, that Ken Barr is no longer serving as City Council Member and as such, has resigned his position; and, Justin Burke is now the Council Member serving for that District.

RESOLVED, that Jack Whitlow, Mandy Grant, Daniel Aguirre, Tim Dent, Allen Tippit, Rosie Padron, Jim Ward and Justin Burke are continued as Directors of the Corporation.

RESOLVED, that this written consent shall have the same force and effect as a formal annual meeting for all purposes, including but not limited for the purpose of complying with Section 21.351 of the Texas Business Organizations Code.

The undersigned direct that this written consent may be executed in multiple counterparts, all of which shall be considered originals and that this written consent, including multiple counterparts, be filed with the minutes of the proceedings of the shareholders of the Corporation.

DATED to be effective on June 10, 2024.

CITY OF PORT LAVACA

By: _____
Jack Whitlow, Mayor

**UNANIMOUS WRITTEN CONSENT
(IN LIEU OF ANNUAL MEETING)
OF THE BOARD OF DIRECTORS OF
CLEMENT COVE HARBOR COMPANY**

The undersigned, directors of Clement Cove Harbor Company, (the "Corporation"), in accordance with Sections 6.201 and 21.415 of the Texas Business Organizations Code, hereby adopt the following unanimous written consent.

WHEREAS, the persons signing this consent are all the directors entitled to vote at the Corporation's 2020 annual Board of Directors' meeting and on the following resolutions; and

WHEREAS, the undersigned desire to take advantage of the provisions of Section 6.201 of the Texas Business Organizations Code, and execute a unanimous written consent in lieu of formally holding the annual Board of Directors' meeting and agree that the adoption of the following resolutions shall be valid and have the same force and effect as though such resolutions had been adopted at a formal annual Board of Directors' meeting; therefore, be it:

RESOLVED, that all actions taken by the officers of the Corporation reported to the undersigned, are approved and ratified as being actions taken by this Corporation, on behalf of this Corporation, and for the benefit of this Corporation.

RESOLVED, that the financial, operating and other reports concerning the Corporation presented to the undersigned are approved and ratified.

RESOLVED, that the following persons are elected as officers of the Corporation:

Office	Name
President	Jack Whitlow
Secretary	Mandy Grant

RESOLVED, that each director shall serve so long as he/she serves on the City Council of the City of Port Lavaca. If a director no longer serves as a council member, he/she automatically resigns their position.

RESOLVED, that this unanimous written consent shall have the same force and effect as a formal annual Board of Directors' meeting for all purposes.

The undersigned direct that this unanimous written consent may be executed in multiple counterparts, all of which shall be considered originals and that this unanimous written

consent, including multiple counterparts, be filed with the minutes of the proceedings of the Board of Directors of the Corporation.

DATED to be effective on June 10, 2024.

Jack Whitlow

Mandy Grant

Daniel Aguirre

Tim Dent

Allen Tippit

Rosie Padron

Jim Ward

Justin Burke

COMMUNICATION

SUBJECT: Consider appointment of member(s) to the Recreation and Parks Board to fill a vacancy and/or start a new term of two (2) years. Presenter is Wayne Shaffer

INFORMATION:

FW: Parks Board

Jody Weaver <jweaver@portlavaca.org>

Tue 6/4/2024 11:53 AM

To: Mandy Grant <mgrant@portlavaca.org>; Lorena Perez-Diaz <ldiaz@portlavaca.org>

Please add an agenda item to June 10th meeting to appoint Mr. Greg Falcon to the Parks Board.

Jody

From: GBF <falcon0509@yahoo.com>

Sent: Tuesday, June 4, 2024 10:30 AM

To: Jody Weaver <jweaver@portlavaca.org>

Subject: Re: Parks Board

Jody, it would be my pleasure to assist the city on the Parks Board or in any way that I can help.

Let me know what information y'all need from me and I'll do my best to assist y'all in keeping our city a place for all to visit and investing in the pride of living in our city.

Gregory Falcon

On Tuesday, June 4, 2024 at 10:04:47 AM CDT, Jody Weaver <jweaver@portlavaca.org> wrote:

Good morning Greg,

Mayor Whitlow mentioned during a workshop last night that you had expressed interest in serving on the City Parks Board. We are indeed in need of at least one new active member on that board. They meet at noon on the third Wednesday of each month. If you would be interested in serving on the Parks Board and can send me an email today to that effect, along with anything else you'd like to add, I can place it on next Monday's Council Agenda for consideration.

Please let me know if you have any questions.

Best Regards,

JoAnna P. "Jody" Weaver, P.E.

Interim City Manager

COMMUNICATION

SUBJECT: Consider appointment of member(s) to the Planning Board to fill a vacancy and/or start a new term of two (2) years. Presenter is Derrick Smith

INFORMATION:

CITY OF PORT LAVACA

CC MEETING: **JUNE 10, 2024** **AGENDA ITEM #** _____

DATE: 6/5/2024

TO: HONORABLE MAYOR WHITLOW AND CITY COUNCIL MEMBERS

FROM: DERRICK SMITH, DIRECTOR OF DEVELOPMENT SERVICES

SUBJECT: APPOINTMENT/REAPPOINTMENT OF PLANNING BOARD
MEMBER

BACKGROUND:

Melinda “Lindy” Cain’s term with the Planning Board expired March 2024. Ms. Cain has expressed interest in another full-term appointment on the board. Ms. Cain brings valuable insights to the board and is well valued.

There are no term limits established and the full term is for a period of two (2) years.

RECOMMENDATION: Staff recommends approval.

CITY OF PORT LAVACA

CC MEETING: **JUNE 10, 2024** **AGENDA ITEM #** _____

DATE: 6/5/2024

TO: HONORABLE MAYOR WHITLOW AND CITY COUNCIL MEMBERS

FROM: DERRICK SMITH, DIRECTOR OF DEVELOPMENT SERVICES

SUBJECT: APPOINTMENT/REAPPOINTMENT OF PLANNING BOARD
MEMBER

BACKGROUND:

Justin Weaver’s term with the Planning Board expires June 2024. Justin has expressed interest in another full-term appointment on the board. Mr. Weaver is a pillar in the community and his insight is well valued.

There are no term limits established and the full term is for a period of two (2) years.

It has come to my attention that my appointment to the Planning Board of Port Lavaca has expired. It has been my pleasure to serve my community alongside my fellow board members these past four years. If the City Council has an interest in renewing my appointment I will happily accept and fulfill my duties to the best of my ability.

*Thank You,
Justin Weaver*

RECOMMENDATION: Staff recommends approval.

CITY OF PORT LAVACA

CC MEETING: JUNE 10, 2024 **AGENDA ITEM #** _____

DATE: 6/5/2024

TO: HONORABLE MAYOR WHITLOW AND CITY COUNCIL MEMBERS

FROM: DERRICK SMITH, DIRECTOR OF DEVELOPMENT SERVICES

SUBJECT: APPOINTMENT/REAPPOINTMENT OF PLANNING BOARD MEMBER

BACKGROUND:

Mike Elgin’s term with the Planning Board expires June 2024. Mr. Elgin currently serves as chairman to the board has expressed interest in another full-term appointment on the board. Mr. Elgin is a pillar in the community and his insight is well valued.

There are no term limits established and the full term is for a period of two (2) years.

Dear City Council:

My term as a member of the Planning Board expires June 2024. I, Mike Elgin, am submitting this letter as my intent to continue as the Chairman of the Planning Board for the City of Port Lavaca. I have served 3 term(s) and in that time have enjoyed seeing the progress our city has made and continues to make.

I appreciate you considering this request and look forward to continuing to be a valuable member of the Planning Board.

Sincerely

Mike Elgin

RECOMMENDATION: Staff recommends approval.

COMMUNICATION

SUBJECT: Consider appointment of member(s) to the Port Commission to fill a vacancy and/or start a new term of two (2) years. Presenter is Derrick Smith

INFORMATION:

RECEIVED

FEB 20 2024

CITY OF PORT LAVACA
CITY MANAGER

February 19, 2024

To Whom It May Concern:

I would be honored to
serve on the Calhoun
County Port Commission
another term.

Respectfully,
Jesse Taylor

COMMUNICATION

SUBJECT: Consider appointment of a Municipal Court Judge in accordance with Section 6.03 of the City's Home Rule Charter to serve a new term of two (2) years and for Council to determine compensation. Presenter is Anne Marie Odefey

INFORMATION:

To: City of Port Lavaca Mayor & City Council

Date: May 6, 2024

Re: Municipal Court Judge Reappointment

Honorable Mayor & City Council,

First of all, I would like to thank you for the honor and privilege of allowing me to serve our city as Municipal Court Judge for the past eight years. After serving our community sixteen years as city councilman for District 2, which fourteen years were as Mayor Pro Tem, prepared me to successfully be an effective Municipal Court Judge. Restoring court integrity and treating each defendant with dignity and respect was the first order of my judicial duty.

In late April 2024, I completed the required sixteen-hour annual training. Meanwhile, the Texas Supreme Court mandated all Municipal Courts to establish a Confidentiality policy, our court complied. Also, tragic events like the one in Uvalde in May 2022 have increased awareness about the importance of identifying and responding to at-risk youth and those with mental illness. Experts believe that early identification and intervention involving gateway offenses is crucial in reducing repeat offenders, system involvement, costs, and in helping youth access necessary services. Thus, Texas H.B. 3186 was legislated in 2023 to adopt the Texas Youth Diversion and Early Intervention Act (*Diversion Plan*) for juveniles ages 10 – 17. My court, along with the city prosecutor, will create a favorable Diversion Plan policy for our court within the coming months.

As well, the undesirable events from August 2014 in Ferguson, Mo. continues to drive the Texas Legislators to reshape the Texas Municipal courts with emphasis in providing alternative options to defray fines and at times court cost. Incarceration is not a viable option, as well as, imposing undue financial burden on defendants. Therefore, my court, along with the city prosecutor, recalled and reviewed the outstanding Capias Pro Fine warrants for accuracy and will proceed to enlighten officers to use their discretion in executing all Arrest, Capias, and Capias Pro Fine warrants. While my court offers options to default fines and court cost through community service or other available means.

As I assisted in legislating policies during my years on council, my desire is to continue to establish comprehensive policies that will better support our court. I would like for the Mayor & City council to favorably consider my reappointment as Municipal Court Judge.

Thank You,

Raymond B. Perez

Presiding Judge



Armandina “Mandy” De La Garza Grant

202 N. Virginia Street
Port Lavaca, Texas 77979
mgrant@portlavaca.org

City of Port Lavaca

June 04, 2024

Re: Municipal Court Judge

Interim City Manager Jody Weaver
Honorable Mayor Jack Whitlow
and City Council Members

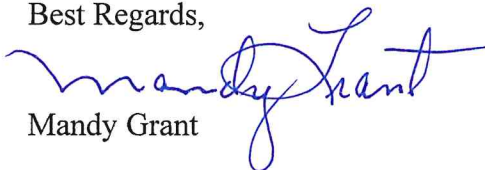
I wish to apply for the next term as Municipal Court Judge for the City of Port Lavaca. I am well qualified for this position and I appreciate your consideration. I am currently the City Secretary and Court Administrator for the City.

I first served the City of Port Lavaca in 1976 as a Police Dispatcher and also received certified training from the Texas Commission on Law Enforcement (TCOLE), where I graduated from the Victoria Police Academy as a licensed peace officer. I maintained that commission thru 1996.

I have proudly served the city a second time since December 1991, for more than 32 years, in different capacities. I have gained valuable experience by working in every department of the City, with the exception of the Fire Department. I have served as a Records Clerk, Building-Utility-Permits Clerk, Animal Control Officer, Purchasing Administrator, Assistant City Secretary and Interim City Manager. I have also received 92 hours of continuous certified court clerk training from the Texas Municipal Courts Education Center (TMCEC).

I am seriously contemplating retiring from my present position; however, I would like to stay engaged with the city and its citizens. I believe that my diverse experience and skills will be an asset to the city. I look forward to your decision.

Best Regards,



Mandy Grant

COMMUNICATION

SUBJECT: Consider Second and Final reading of an Ordinance (G-4-24) of the City of Port Lavaca amending the Code of Ordinances, Chapter 26 Manufactured Home Parks and RV Parks; and providing an effective date. Presenter is Jody Weaver

INFORMATION:

ORDINANCE NO. G-4-24

AN ORDINANCE OF THE CITY OF PORT LAVACA AMENDING THE ORDINANCE CODIFIED AND DESCRIBED IN THE CITY OF PORT LAVACA’S CODE OF ORDINANCES AS CHAPTER 26 MANUFACTURED HOUSING AND RECREATIONAL VEHICLES (RV), MANUFACTURED HOUSING PARKS, RECREATIONAL VEHICLE PARKS; PROVIDING FOR PURPOSE OF ORDINANCE; PROVIDING PENALTIES FOR VIOLATIONS; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE

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

SECTION 1: Purpose.

The attached Exhibit A document identifies amendments that are to be made to various Sections of Chapter 26 of the City of Port Lavaca’s Code of Ordinances. Text that remains unchanged will be in black-colored letters, text that is new will be identified by red-colored underlined letters and all text to be deleted will be identified as blue-colored letters with strikethroughs.

SECTION 2. Severability.

It is specifically declared to be the intention of the City Council that sections, paragraphs, sentences, clauses, and phrases of this ordinance are severable and if phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional or invalid by the valid judgment of decree of any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any unconstitutional or invalid phrase, clause, sentence, paragraph or sections.

SECTION 3. Penalties

Penalties are provided in the attached Exhibit A and all fees are to be listed in Appendix A of the City of Port Lavaca Code of Ordinances.

SECTION 4. Ordinances in Conflict

All ordinances or parts of ordinances conflicting with or not consistent with the provisions of this article are hereby repealed; provided that such repeal shall be only to the extent of such inconsistency or conflict, and in all respects, this article shall be cumulative of all other ordinances of the City of Port Lavaca regulating and governing the subject matter covered in this ordinance. Any cause of action accruing prior to the passage of this article shall continue as if this ordinance was not passed or any other ordinance had not been repealed.

SECTION 5. Effective Date

This ordinance shall become effective upon adoption by City Council.

FIRST READING this 13th day of May, 2024.

Jack Whitlow, Mayor

SECOND AND FINAL READING this 10th day of June, 2024.

Jack Whitlow, Mayor

APPROVED AND ADOPTED this 10th day of June, 2024.

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		
Councilman Ward	Aye		
Councilman Burke	Aye		

Amends Ordinance G-10-22

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

EXHIBIT A

Chapter 26 MANUFACTURED HOUSING¹ AND RECREATIONAL VEHICLES

Sec. 26-6. - Manufactured housing parks.

~~Licensed/permitted manufactured home parks as of the effective date of the ordinance from which this chapter is derived shall meet the following regulations:~~

~~(1) License, knowledge of state law and inspection required. It shall be the duty and responsibility of each person operating an existing manufactured housing park to apply to the building official for a nontransferable license to operate such park within 90 days of the effective date of the ordinance from which this chapter is derived.~~

~~(2) Application for renewal. All manufactured housing park licenses expire on December 30th of every year. Application for renewal of a license shall be made in writing by the licensee on forms furnished by the city on or before December 1st of each year. If application for renewal is not submitted within the specified timeline then a ten percent late fee shall be accrued for each month following the deadline. License fees are as scheduled in Appendix A—Fees, Rates and Charges. Such application shall contain any changes in the information occurring after the original license was issued or the latest renewal granted. Before issuing such license, the building official shall cause inspections of the property to be made to determine that:~~

- ~~a. The property is clean and sanitary.~~
- ~~b. All utility installations and connections comply with applicable codes and ordinances.~~
- ~~c. The common access routes are properly maintained to allow for smooth and safe travel by park occupants and emergency response vehicles.~~
- ~~d. The storage, collection, and disposal of refuse in the manufactured housing park is conducted in such a way as to create no unsightly conditions, health hazards, rodent harborage, insect breeding areas, accident or fire hazards or air pollution; and~~
- ~~e. The manufactured housing park is kept free of litter, rubbish, uninhabitable homes, junked vehicles, and other flammable materials. In order to correct any deficiencies in the requirements listed in subsection (2) a. through e. of this section, the person operating the existing manufactured home park may apply to the building official for a temporary license. The application shall include a detailed schedule and method of~~

¹State law reference(s)—Texas Manufactured Housing Standards Act, V.T.C.A., Occupations Code Ch. 1201.

~~corrections. If approved by the building official, such temporary permit shall not exceed 180 days. Failure to meet the schedule will void the temporary license.~~

Required. It shall be unlawful for any person to operate any manufactured home park within the city limits unless he/she holds a valid license issued by the City of Port Lavaca in the name of the person for the specific manufactured park. The applicant shall make all applications for the license on forms furnished by the city and pay licensing fees which shall issue a license upon compliance with the provisions of this chapter. License fees are as scheduled in Appendix A - Fees, Rates and Charges. It shall be the duty and responsibility of each person operating an existing manufactured housing park to register for a nontransferable license to operate such park within 90 days of the effective date of the ordinance from which this chapter is derived. All manufactured home parks existing as of the effective date of the ordinance from which this section is derived, shall be exempt from licensing fees.

(1) *Hearing on denial.* Any person whose application for a license, under this article, has been denied may request, and shall be granted, a hearing on this matter before the city council.

(2) *Notice of transfer.* Every person holding a license shall give notice in writing to the city within ten days after having sold, transferred, given away or otherwise disposed of interest in, or control of, any manufactured home park. Application for transfer of a license shall be made within ten calendar days after notification of change covered in this subsection. Within 30 calendar days thereafter, the city shall act on the application for license transfer, and it shall be approved if the manufactured home park is in compliance with the provisions of this article.

(3) *Cessation.* It is required that every person holding a Manufactured Home Park license shall give notice in writing to the city within ten days after voluntary cessation of operations of the Manufactured Home Park.

(4) *Expiration of license.* Any manufactured home park abandoned for more than 180 days shall not resume further use prior to conforming with the requirements of a new license in accordance with this chapter.

(5) *Maintenance.* It shall be the park licensee's responsibility to maintain the following conditions:

- a. ~~It shall be the park licensee's responsibility to maintain the conditions listed in subsection (2) a through e of this section.~~
- b. ~~It shall be the park licensee's responsibility to maintain proper setback and separation distances between units and between units and property lines for any manufactured home installed in the park after the effective date of the ordinance from which this chapter is derived, unless otherwise approved by the building official.~~

~~e. In addition to other penalties, the building official shall have the authority to void the license to operate a manufactured housing park if the requirements of this section are not maintained.~~

~~(a) The property is clean and sanitary.~~

~~(b) All utility installations and connections comply with applicable codes and ordinances.~~

~~(c) The common access routes are properly maintained to allow for smooth and safe travel by park occupants and emergency response vehicles.~~

~~(d) The storage, collection, and disposal of refuse in the manufactured housing park is conducted in such a way as to create no unsightly conditions, health hazards, rodent harborage, insect breeding areas, accident or fire hazards or air pollution; and~~

~~(e) The manufactured housing park is kept free of litter, rubbish, uninhabitable homes, junked vehicles, and other flammable materials~~

~~(f) It shall be the park licensee's responsibility to maintain proper setback and separation distances between units and between units and property lines for any manufactured home installed in the park after the effective date of the ordinance from which this chapter is derived, unless otherwise approved by the building official.~~

(6) Suspension.

(a) Whenever, upon inspection of any manufactured home park, the city finds that conditions or practices exist which are in violation of any provisions of this article or adopted building codes applicable to such park, the city shall provide notice in writing to the owner and/or manager of the park, and if such conditions or practices have not been corrected within 90 days or in the time frame set forth in the notice, the city will suspend the license and give notice of such suspension. Upon suspension of the license, the licensee shall cease operation of such park.

(b) The suspension of the license may be appealed to the city council as set forth in section 26-13.

(7) Temporary license. In order to correct any deficiencies resulting in suspension of license, the person operating the existing manufactured home park may apply to the building official for a temporary license. The application shall include a detailed schedule and method of corrections. If approved by the building official, such temporary license shall not exceed 180 days. Failure to meet the schedule will void the temporary license.

(8) *Inspections.*

- (a) *Authorized.* The city building official, or designee shall make one annual inspection per manufactured housing park and additional inspections as are necessary, without prior notice, to determine compliance with this article.
- (b) *Entry on premises.* The city building official and code enforcement officer shall have the power to enter, during normal operation hours, upon any private or public property with the purpose of inspection and investigating conditions relating to the enforcement of this article.

(9) *New or expanding manufactured housing parks construction.*

- (a) Manufactured housing parks shall be constructed in areas recommended by the planning commission and approved by city council, in accordance with the currently adopted City of Port Lavaca Future Land Use Plan.
- (b) A subdivision plat shall be presented to the building official for review for conformity to [chapter 42](#), subdivisions, and plats. The plat will be presented to the planning commission for consideration and approval. Upon approval, the planning commission's recommendation will be placed on the city council agenda for final determination.
- (c) The subdivision plat shall be accompanied by a plot plan and construction specifications. The documents shall include the location and specifications of all spaces, accessways, parking areas, service buildings, utility lines, fire hydrants and other construction within the subdivision.
- (d) Site design standards.
 - (i). Minimum space size shall be 50 feet by 120 feet.
 - (i). A minimum of two parking spaces shall be provided within the space. Parking spaces shall not have direct access to a public street or road.
 - (ii) Each manufactured home park shall provide a minimum of one common guest parking space for every four manufactured home sites.
 - (iii) Spaces shall be designed to maintain a minimum setback of:
 - (A) Twenty feet between the manufactured housing units;
 - (B) Twenty-five feet between the front of the manufactured housing and the accessway; and

- (iv) Ten feet between the rear of the manufactured housing to the rear line of the space.
- (10) *Additions.* Structures of a permanent nature added or attached to manufactured house such as enclosed porches, screened enclosures, storage closets and carports, shall conform to all applicable provisions of the building code. The total combined area of all such additions, except carports, shall not exceed the gross area of the mobile home or manufactured housing itself.
- (11) *Utilities.* Each lot shall be supplied with water, sewer, electrical, (natural gas if applicable,) telephone and other services with such services to be underground.
- (a) City water customers shall occupy all spaces. Water mains and meters shall be placed in approved easements through the park property in accordance with city specifications and policies.
- (b) Sewer collection systems can be either private or public. Private sewer collection systems shall be considered plumbing and installed in accordance with the city's adopted plumbing code. Public sewer systems shall be considered a utility and shall be installed in approved easements according to city and state utility specifications.
- (12) *Safety.* No persons shall occupy a mobile home, manufactured home, or recreational vehicle, regardless of the age of the manufactured home, mobile home or recreational vehicle, unless there is installed therein smoke detectors approved by the city, or as required by law for that particular mobile home, manufactured home or recreational vehicle.
- (a) All smoke detectors in a mobile home, manufactured home or recreational vehicle shall be maintained so that they are in good working order at all times.
- (13) *Buffer areas.* A vegetative barrier or opaque fence must be placed on all sides and rear property lines. Along the front property line and any property line abutting a street, an approved landscaping plan and lighting plan will be required and installed.
- (14) *Building height.* No dwelling shall exceed one story.
- (15) *Home size.* Minimum size for manufactured housing shall be no less than 480 square feet.
- (16) *Driveways.* ~~A manufactured housing subdivision~~ **Each manufactured home park site** must have at least a two-car driveway surfaced with a hard, dustless material as approved by the public works director and such surfacing shall be maintained in good condition at all times.
- (17) All spaces shall be within 300 feet of an approved fire hydrant as measured along streets, roadways, and accessways.

- (18) Accessways shall connect directly to a public roadway. They shall have a minimum paved surface width of 24 feet and no turning radius less than 30 feet. Pavements shall be constructed to support the anticipated vehicular loads and prevent the accumulation of water on the pavement surface. The drainage system shall comply with the City of Port Lavaca Drainage Criteria Manual.
- (19) Any dead-end accessways in excess of 50 feet in length shall terminate in a cul-de-sac with a paved radius of 40 feet. Cul-de-sacs shall not exceed 500 feet in length. Any accessway in excess of 500 feet shall connect with a public roadway on both ends or connect to cross accessways to form blocks of spaces.
- (20) Manufactured housing units shall be 25 feet from any public roadway. There shall be no carports, covered porches, or structures within the setback areas.

Sec. 26-7. Recreational vehicles.

- (a) Occupied recreational vehicles shall be installed in ~~licensed~~ **permitted** recreational vehicles parks or manufactured housing parks. Recreational vehicles installed in manufactured housing parks shall be subject to the same installation requirements as manufactured housing. An exception to this requirement is a recreational vehicle which is used to house temporary guests. Such recreational vehicle may be occupied on individual residential lots for a period not to exceed 30 days in a calendar year, provided that the property owner obtains a permit for the ~~RV connection and disconnection~~ **temporary RV placement**, at no cost, from the permits department in city hall in order to keep up with the timeline for the 30-day rule. ~~The water and wastewater connect and disconnect will only be done by a city employee.~~
- (b) Recreational vehicles shall not be parked or stored in any street or public right-of-way. Recreational vehicles parked or stored on individual lots shall not be provided with permanent city water and wastewater utilities. Electric hook-up is permissible to act as a mold deterrent and in order to keep running a generator or a refrigerator.

(Ord. No. G-10-22 , § 1(Exh. A), 12-12-2022)

Sec. 26-8. Recreational vehicle parks.

(Ord. No. G-10-22 , § 1(Exh. A), 12-12-2022)

Sec. 26-9. Purpose.

The recreational vehicle parks (RV parks) article is created to promote the safety and health of the residents of such communities and of other nearby communities. Additionally, the article is created to encourage economical and orderly development of such communities and of other nearby communities. It is, therefore, declared to be the policy of the city to eliminate and prevent health and safety hazards and to promote the economical and orderly development and utilization of land by providing for planned and supervised recreational vehicle communities by providing for the standards and regulations necessary to accomplish these purposes.

(Ord. No. G-10-22 , § 1(Exh. A), 12-12-2022)

Sec. 26-10. Applicability.

This article shall apply to any recreational vehicle park(s) and to any recreational vehicle located on a lot, tract or parcel within the city limits and is regulated by the city's ordinances and building codes through a signed water and/or sewer utility contract.

(Ord. No. G-10-22 , § 1(Exh. A), 12-12-2022)

Sec. 26-11. License Certificate of Occupancy—RV park.

Required. It shall be unlawful for any person to operate any RV park within the city limits unless he/she holds a valid license certificate of occupancy issued ~~annually~~ by the City of Port Lavaca in the name of the person for the specific RV park. The applicant shall make all applications for the license certificate on forms furnished by the city which shall issue a license certificate of occupancy upon compliance with the provisions of this chapter. It shall further be unlawful for any person to place, or have placed, an individual RV, for the purpose of inhabiting said RV, on any lot, parcel, or tract of land, within the city limits and is regulated by the city's ordinances and building codes through a signed water and/or sewer utility contract, that is connected to utilities.

- (1) *Hearing on denial.* Any person whose application for a License certificate of occupancy, under this article, has been denied may request, and shall be granted, a hearing on this matter before the city council.

~~(2) *Application for renewal.* All RV park licenses expire on September 30th of every year. Application for renewal of a license shall be made in writing by the licensee on forms furnished by the city on or before September 1st of each year. If application for renewal is not submitted within the specified timeline then a late fee of ten percent shall be accrued for each month following the deadline. Such application shall contain any changes in the information occurring after the original license was issued or the latest renewal granted.~~

- (2) *Fee.* All applications shall be accompanied by a fee as provided for in the fee schedule in Appendix A of this Code.

- (3) *Approval of transfer.* Every person holding a license certificate of occupancy shall give notice in writing to the city within ten days after having sold, transferred, given away or otherwise disposed of interest in, or control of, any RV park. Application for ~~transfer of a license~~ a new certificate of occupancy shall be made within ten calendar days after notification of change covered in this subsection. Within 30 calendar days thereafter, the city shall act on the application for license transfer, and it shall be approved if the RV park is in compliance with the provisions of this article.

- (4) *Suspension.*

- a. Whenever, upon inspection of any RV park, the city finds that conditions or practices exist which are in violation of any provisions of this article or adopted building codes applicable to such park, the city shall provide notice in writing to the owner and/or manager of the park, and if such conditions or practices have not been corrected within 90 days or in the time frame set forth in the notice, the city

will suspend the license certificate of occupancy and give notice of such suspension. Upon suspension of the license certificate of occupancy, the licensee certificate holder shall cease operation of such park.

- b. The suspension of the license certificate of occupancy may be appealed to the city council as set forth in section 26-13

(5) Temporary Certificate of Occupancy. In order to correct any deficiencies resulting in suspension of certificate of occupancy, the person operating the existing RV park may apply to the building official for a temporary certificate of occupancy. The application shall include a detailed schedule and method of corrections. If approved by the building official, such temporary certificate of occupancy shall not exceed 180 days. Failure to meet the schedule will void the temporary certificate of occupancy.

(6) Cessation. It is required that every person holding a RV park certificate of occupancy shall give notice in writing to the city within ten days after voluntary cessation of operations of the RV park.

(Ord. No. G-10-22 , § 1 (Exh. A), 12-12-2022)

Sec. 26-12. Inspections.

- (a) *Authorized.* The city building official, or designee shall make one annual inspection per RV park and additional inspections as are necessary, without prior notice, to determine compliance with this article.
- (b) *Entry on premises.* The city building official and code enforcement officer shall have the power to enter, during normal operation hours, upon any private or public property with the purpose of inspection and investigating conditions relating to the enforcement of this article.

(Ord. No. G-10-22 , § 1(Exh. A), 12-12-2022)

Sec. 26-13. Notices, hearings, and orders.

- (a) *Notice of violation.* Whenever it is determined there are grounds to believe there has been a violation of any provision of this article, or any other city ordinance, the city shall give notice of such alleged violation to the licensee certificate holder or agent, as hereinafter provided. Such notice shall:
 - (1) Be in writing.
 - (2) Include a statement of the reasons for its issuance.
 - (3) Allow ten business days for compliance. The building official is authorized to grant extensions for work that may require more than ten business days. The extensions shall be in writing and justifiable cause demonstrated.
 - (4) Be served upon the licensee certificate holder or his agent; provided that such notice or order shall be deemed to have been properly served upon such licensee certificate holder or agent when a copy of thereof has been served in person or sent by certified mail to his/her last known address.

- (5) Citations may be issued after all procedures outlined above have been exhausted. If the city mails a notice to the property owner in accordance with section 26-13 and the United States Postal Service returns the notice as "refused" or "unclaimed", the validity of the notice is not affected, the notice is considered as delivered.
- (b) Appeals to the city council ("board") can be made by any person aggrieved or by an officer, department or board of the aggrieved party affected by any decision of the building official. Such appeal shall be filed with the building official within 15 days after the decision has been rendered by the building official.
- (c) An appeal shall stay all proceedings in furtherance of the action appealed from unless the building official certifies to the board, after the notice of appeal has been filed with the building official, that, by reasons of facts stated in the certificate, a stay would, in his opinion, cause imminent peril to life or property. In such case, proceedings shall not be stayed otherwise than by a restraining order, which may be granted by the board or a court of record on application or notice to the building official from whom the appeal is taken and on whom due cause shown.
- (d) No appeal to the board for the same or related variance on the same piece of property shall be allowed prior to the expiration of six months from a previous ruling of the board on any appeal to such body unless other property in the immediate vicinity has, within the said six-months period, been changed or acted on by the board or city council so as to alter the facts and conditions on which the previous board action was based. Such change of circumstances shall permit the re-hearing of an appeal by the board prior to the expiration of six-months period, but such conditions shall in no way have any force in law to compel the board, after a hearing, to grant subsequent appeal. Such subsequent appeal shall be considered entirely on its merits and the peculiar and specific conditions related to the property on which the appeal is brought.
- (e) At a public hearing relative to any appeal, any interested party may appear in person or by agent or by attorney. The burden of proof shall be on the applicant to establish the necessary facts to warrant favorable action of the board on any appeal. Any special exception or variance granted or authorized by the board, under the provision of this section, shall authorize the issuance of a building permit or a certificate of occupancy, as the case may be, for a period of 90 days from the date of the favorable action of the board, unless said board shall have, in its action approved a longer period of time and has so shown such specific longer period in the minutes of the action. If the building permit and/or certificate of occupancy has been applied for within said 90 day period, or such extended period as the board may have specifically granted, then the special exception or variance shall be deemed to have been waived and all rights hereunder terminated. Such termination and waiver shall be without prejudice to a subsequent appeal, and such subsequent appeal shall be subject to the same regulation and requirement for hearing as herein specified for the original appeal.

(Ord. No. G-10-22 , § 1(Exh. A), 12-12-2022)

Sec. 26-14. Violations declared nuisance—Abatement—Penalty.

Any non-compliance with this article is hereby deemed a nuisance. The city may abate and remove the nuisance and hold the RV park owner responsible for causing or allowing the nuisance condition to exist. Any person(s) violating this article shall be subject to a fine not to exceed

\$500.00 for each provision violated, and each day that there is a failure to comply with the terms of any provision of this article is declared to be a separate offense. For violations of the provisions of this article that govern fire safety, zoning or public health and sanitation, including dumping of refuse, the fine may not exceed \$2,000.00 per day, per violation. The building official shall be the authority of the jurisdiction responsible for the issuance of citations and any action deemed necessary for the enforcement of this article.

(Ord. No. G-10-22 , § 1(Exh. A), 12-12-2022)

END OF EXHIBIT A

COMMUNICATION

SUBJECT: Consider Second and Final reading of an Ordinance (G-5-24) of the City of Port Lavaca amending the Code of Ordinances, Appendix A - Fees, Rates and Changes; Chapter 26 Manufactured Housing and Recreational Vehicles Sec. 26-26; Chapter 32 Parks and Recreation Sec. 32-71 (e); and providing an effective date. Presenter is Jody Weaver

INFORMATION:

ORDINANCE #G-5-24

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 26: Manufactured Housing and Recreational Vehicles
 - Sec. 26-26 Fees associated with Recreational Vehicle Parks
 - License Registration Fees
 - Certificate of Occupancy Fee

- Chapter 32: Parks and Recreation
 - Sec. 32-71 (e) Lighthouse Beach and RV Park
 - Hill Sites
 - Waterfront Sites
 - Lighthouse Beach and Campground other fees (Tent Sites)

ARTICLE III.- EFFECTIVE DATE

This ordinance shall become effective upon adoption by City Council.

FIRST READING this 13th day of May, 2024.

Jack Whitlow, Mayor

SECOND AND FINAL READING this 10th day of June, 2024.

Jack Whitlow, Mayor

APPROVED AND ADOPTED this 10th day of June, 2024.

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		
Councilman Ward	Aye		
Councilman Burke	Aye		

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

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

Section VIII. Item #8.

EXHIBIT A

CHAPTER 26 – MANUFACTURED HOUSING AND RECREATIONAL VEHICLES

Section No.	Subject	Fee Amount
<u>26-9</u>	<i>Fees associated with manufactured housing:</i>	
	Housing park license	\$100.00
	Placement permit	\$50.00
	Plumbing, electrical, etc.	Set by ordinance
	Habitability inspection	\$100.00 plus travel expenses and mileage
<u>26-26</u>	<i>Fees associated with recreational parks:</i>	
	For parks from one (1) space to fifty (50) spaces:	
	License	\$250.00
	Certificate of Occupancy fee	\$100.00
	Annual renewal	\$100.00
	License transfer	\$50.00
	For parks in excess of fifty (50) spaces:	
	License fee	\$500.00
	Annual renewal	\$200.00
	License transfer	\$100.00

(Ord. No. G-1-02, § 9.0, 6-10-2002; Ord. No. G-1-12, art. II, 3-12-2012; Ord. No. G-11-22, art. II, (exh. A), 1-9-2023)

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

CHAPTER 32 – PARKS AND RECREATIONAL

Section No.	Subject	Fee Amount
32-71(d)	Minor and special event permit	No charge
32-71(e)	Lighthouse Beach and RV Park	
	Hill sites:	
	<i>Daily rates:</i>	\$50.00 \$70.00
	<i>Weekly rates:</i>	\$250.00 \$375.00
	<i>Monthly Rate:</i>	\$500.00 \$650.00
	Maximum Monthly Stay	3 months
	Waterfront Sites:	
	<i>Daily rates:</i>	\$55.00 \$75.00
	<i>Weekly rates:</i>	\$325.00 \$380.00
	Maximum Weekly Stay	2 weeks
	<i>Day use cabanas:</i>	\$50.00
	Lighthouse Beach and RV Park other fees:	
	<i>Tent sites</i> Daily Rates	\$20.00 \$25.00

(Ord. No. G-4-05, § III, 6-13-2005; Ord. No. G-1-12, art. II, 3-12-2012; Ord. No. G-3-13, art. II, 9-9-2013; [Ord. No. G-8-15](#), 9-14-2015; [Ord. No. G-1-18](#), art. II, 1-8-2018; Ord. No. [G-2-20](#), § II, 4-13-2020; Ord. No. [G-3-21](#), art. II, 5-10-2021)

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

End of Exhibit A

COMMUNICATION

SUBJECT: Consider First reading of an Ordinance (G-6-24) of the City of Port Lavaca amending the Code of Ordinances, to Chapter 12, Article IV- Building and Building Regulations Sec. 12-287 - Definition; unfit condition declared; minimum standards for use and occupancy, (d),(11); and providing an effective date. Presenter is Derrick Smith

INFORMATION:

CITY OF PORT LAVACA

MEETING: JUNE 10, 2024 **AGENDA ITEM** _____

DATE: 06.04.2024

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: DERRICK SMITH, DEVELOPMENT SERVICES DIRECTOR

SUBJECT: Consider and discuss revisions to Chapter 12, Article IV- BUILDING AND BUILDING REGULATIONS Sec. 12-287- Definition; unfit condition declared; minimum standards for use and occupancy, (d),(11).

The purpose of the proposed amendment to the City of Port Lavaca’s Code of Ordinances is to enforce the residential portion of the already adopted 2021 International Property Maintenance Code (IPMC).

This provides the Code Enforcement Officer with more accurate inspection requirements for habitability inspections on dwellings.

The City’s Code of Ordinances for “substandard buildings” is very broad and left up to too many interpretations, e.g.:

(d)(1) Inadequate sanitation

- a. Lack of a bathroom or the existence of an improper bathroom. (*What is an improper bathroom?*)
- b. Lack of or an improper kitchen. (*What is an improper kitchen?*)
- c. Lack of hot and cold running water to plumbing fixtures. (*It does not define which plumbing fixtures? An outdoor faucet is a plumbing fixture.*)
- d. Lack of or improper required heating, mechanical ventilation or electric facilities. (*It does not state where this equipment is required or what is improper. What is the proper ventilation for heating and mechanical ventilation?*)
- e. Lack of required amounts of natural light and ventilation. (*What is the required natural light and ventilation?*)
- f. Lack of or improper space or floor area. (*What is the required space or floor area? And, for what portion of the house?*)

The Ordinance leaves out important minimum requirements for housing. For example, there is no mention of the required smoke detectors or operable egress windows for each bedroom.

The 2021 IPMC specifies the specific requirements for existing dwellings and property.

CITY OF PORT LAVACA

For example:

404.2 Minimum room widths.

A habitable room, other than a kitchen, shall be not less than 7 feet (2134 mm) in any plan dimension. Kitchens shall have a minimum clear passageway of 3 feet (914 mm) between counterfronts and appliances or counterfronts and walls.

404.3 Minimum ceiling heights.

Habitable spaces, hallways, corridors, laundry areas, *bathrooms*, *toilet rooms* and habitable *basement* areas shall have a minimum clear ceiling height of 7 feet (2134 mm).

Exceptions:

1. In one- and two-family dwellings, beams or girders spaced not less than 4 feet (1219 mm) on center and projecting not greater than 6 inches (152 mm) below the required ceiling height.
2. *Basement* rooms in one- and two-family dwellings occupied exclusively for laundry, study or recreation purposes, having a minimum ceiling height of 6 feet 8 inches (2033 mm) with a minimum clear height of 6 feet 4 inches (1932 mm) under beams, girders, ducts and similar obstructions.
3. Rooms occupied exclusively for sleeping, study or similar purposes and having a sloped ceiling over all or part of the room, with a minimum clear ceiling height of 7 feet (2134 mm) over not less than one-third of the required minimum floor area. In calculating the floor area of such rooms, only those portions of the floor area with a minimum clear ceiling height of 5 feet (1524 mm) shall be included.

404.4 Bedroom and living room requirements.

Every *bedroom* and living room shall comply with the requirements of Sections 404.4.1 through 404.4.5.

404.4.1 Room area.

Every living room shall contain not less than 120 square feet (11.2 m²) and every bedroom shall contain not less than 70 square feet (6.5 m²) and every bedroom occupied by more than one person shall contain not less than 50 square feet (4.6 m²) of floor area for each *occupant* thereof.

With the new Code Enforcement Officer starting on June 6, 2024, this will be more helpful in understanding minimum standards for dwellings and properties during inspections.

Therefore, staff is recommending the following change to Chapter 12, Article IV- BUILDING AND BUILDING REGULATIONS Sec. 12-287- Definition; unfit condition declared; minimum standards for use and occupancy, (d),(11):

- (11) The International Property Maintenance Code as referenced and adopted by reference in section 12-20(2) shall apply to all existing **nonresidential** structures and constitute minimum requirements and standards for premises, structures, equipment and facilities for light, ventilation, space, heating, sanitation, protection from the elements, life safety, safety from fire and other hazards, and for safe and sanitary maintenance; the responsibility of owners, operators, and occupants; the occupancy of existing structures and premises, and for administration, enforcement and penalties.

ORDINANCE #G-6-24

AN ORDINANCE OF THE CITY OF PORT LAVACA AMENDING THE ORDINANCE CODIFIED AND DESCRIBED IN THE CITY OF PORT LAVACA’S CODE OF ORDINANCES CHAPTER 12 BUILDINGS AND BUILDING REGULATIONS, ARTICLE IV, SUBSTANDARD BUILDINGS, SECTION 12-287 DEFINITION: UNFIT CONDITION DECLARED; MINIMUM STANDARDS FOR USE AND OCCUPANCY; PROVIDING FOR PURPOSE; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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

Section 1. Purpose.

The attached Exhibit A document identifies amendments that are to be made to various Sections of Chapter 12 of the City of Port Lavaca’s Code of Ordinances. Text that remains unchanged will be in black-colored letters, text that is new will be identified by red-colored underlined letters and all text to be deleted will be identified as blue-colored letters with strikethroughs.

Section 2. Severability.

It is specifically declared to be the intention of the City Council that sections, paragraphs, sentences, clauses, and phrases of this ordinance are severable and if phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional or invalid by the valid judgment of decree of any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any unconstitutional or invalid phrase, clause, sentence, paragraph or sections.

Section 3. Repeal.

All ordinances or parts of ordinances conflicting with or not consistent with the provisions of this article are hereby repealed; provided that such repeal shall be only to the extent of such inconsistency or conflict, and in all respects, this article shall be cumulative of all other ordinances of the City of Port Lavaca regulating and governing the subject matter covered in this ordinance. Any cause of action accruing prior to the passage of this article shall continue as if this ordinance was not passed or any other ordinance had not been repealed.

Section 4. Effective Date

THAT this ordinance shall become effective on the date of its passage.

FIRST READING this 10th day of June, 2024

Jack Whitlow, Mayor

SECOND AND FINAL READING this 8th day of July, 2024

Jack Whitlow, Mayor

APPROVED AND ADOPTED this 8th day of July, 2024.

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			
Councilman Tippit			
Councilwoman Padron			
Councilman Ward			
Councilman Burke			

Record of approval by City Council: City Council Minute Records, Volume 3-I, Page __.

EXHIBIT A

CHAPTER 12. – BUILDINGS AND BUILDING REGULATIONS

ARTICLE IV. – SUBSTANDARD BUILDINGS

Sec. 12-287. – Definition; Unfit condition declared; Minimum Standards for use and occupancy.

(d) (11)

The International Property Maintenance Code as referenced and adopted by reference in section 12-20(2) shall apply to all existing **nonresidential** structures and constitute minimum requirements and standards for premises, structures, equipment and facilities for light, ventilation, space, heating, sanitation, protection from the elements, life safety, safety from fire and other hazards, and for safe and sanitary maintenance; the responsibility of owners, operators, and occupants; the occupancy of existing structures and premises, and for administration, enforcement and penalties.

(Ord. No. G-5-91, § 2, 4-8-1991; Ord. No. G-3-16, § 1, 4-11-2016))

END OF EXHIBIT A

COMMUNICATION

SUBJECT: Consider Resolution No. R-061024-1 of the City of Port Lavaca finding that AEP Texas Inc.'s requested increase to its electric transmission and distribution rates and charges within the City should be denied; finding that the City's reasonable rate case expenses shall be reimbursed by the company; finding that the meeting at which this Resolution is passed is open to the public as required by law; requiring notice of this Resolution to the Company and Legal Counsel. Presenter is Anne Marie Odefey

INFORMATION:

RESOLUTION NO. R-061024-1

A RESOLUTION OF THE CITY OF PORT LAVACA, TEXAS FINDING THAT AEP TEXAS INC.'S REQUESTED INCREASE TO ITS ELECTRIC TRANSMISSION AND DISTRIBUTION RATES AND CHARGES WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

WHEREAS, on or about February 29, 2024, AEP Texas Inc. ("AEP Texas" or "Company"), pursuant to Public Utility Regulatory Act ("PURA") §§ 33.001 and 36.001 filed with the City of Port Lavaca, Texas ("City") a Statement of Intent to change electric delivery rates in all municipalities exercising original jurisdiction within its service area, effective April 4, 2024; and

WHEREAS, the City is an electric utility customer of AEP Texas and a regulatory authority over the rates and charges of AEP Texas within the City; and

WHEREAS, the City is a member of the Cities Served by AEP Texas ("Cities"), a membership of similarly situated cities served by AEP Texas that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in AEP Texas' service area; and

WHEREAS, Cities is an intervenor in the parallel proceeding at the Public Utility Commission of Texas to review AEP Texas' filing; and

WHEREAS, pursuant to its exclusive original jurisdiction over AEP Texas' rates and operations within city limits, the City previously suspended the effective date of the Company's requested rate increase; and

WHEREAS, PURA § 33.023 provides that costs incurred by cities in ratemaking activities are to be reimbursed by the regulated utility; and

WHEREAS, the City's attorneys and consultants recommend that the City deny the application.

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

Section 1. That the rates proposed by AEP Texas in an application submitted to the City by the Company on or about February 29, 2024, are hereby found to be unreasonable, and are denied.

Section 2. That the Company shall continue to charge its existing rates for transmission and distribution service to customers with the City.

Section 3. That Cities' reasonable rate case expenses shall be reimbursed by AEP Texas within 30 days of presentation of an invoice to AEP Texas.

Section 4. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law, and that the public notice was given of the time, place, and purpose of said meeting, as required.

Section 5. That a copy of this Resolution shall be sent to AEP Texas, care of Jennifer Frederick, American Electric Power Company, 400 West 15th Street, Suite 1520, Austin, Texas 78701 (aepaustintx@aep.com), and to Thomas Brocato at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701 (tbrocato@lglawfirm.com).

PASSED AND APPROVED this 10th day of June, 2024.

Jack Whitlow, Mayor

ATTEST:

Mandy Grant, City Secretary

APPROVED AS TO FORM:

Anne Marie Odefey, City Attorney

COMMUNICATION

SUBJECT: Consider Resolution No. R-061024-2 of the City of Port Lavaca to delegate to one or more City employees the ability to approve, approve with conditions, or disapprove a plat as set out in Section 212.016, Amending Plat, of the Tex. Local Gov't Code. Presenter is Derrick Smith

INFORMATION:

CITY OF PORT LAVACA

MEETING: June 10, 2024 AGENDA ITEM _____

DATE: 06.04.24

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: DERRICK SMITH, DEVELOPMENT SERVICES DIRECTOR

SUBJECT: At the recommendation of the Planning Board, consider and discuss approval for a Resolution allowing the authority of approving, approving with conditions or disapproving certain plats to one or more officers of employees of the municipality.

The Texas Local Government Code (TLGC) §212.0065 provides that a planning board may delegate the authority of approving, approving with conditions or disapproving certain plats to one or more officers of employees of the municipality.

Staff’s recommendation is for the Planning Board of the City of Port Lavaca to delegate to the City Manager the authority to approve, approve with conditions or disapprove an amended plat pursuant to TLGC 212.016.

This will allow for expedited minor requests to be approved without the delay of public notices and meetings.

Planning Board Recommendation: APPROVAL of the Planning Board of the City of Port Lavaca to delegate to the City Manager the authority to approve, approve with conditions or disapprove an amended plat pursuant to TLGC 212.016.

Staff Recommendation: APPROVAL of the Planning Board of the City of Port Lavaca to delegate to the City Manager the authority to approve, approve with conditions or disapprove an amended plat pursuant to TLGC 212.016.

RESOLUTION NO. R-061024-2

A RESOLUTION OF THE CITY OF PORT LAVACA, TEXAS DELEGATING THE AUTHORITY OF THE PLANNING COMMISSION/BOARD TO THE CITY MANAGER PURSUANT TO AUTHORITY OF TEXAS LOCAL GOVERNMENT CODE §212.0065 TO APPROVE AND SIGN THE AMENDING OF A PLAT IN ACCORDANCE WITH TEXAS LOCAL GOVERNMENT CODE §212.016.

WHEREAS, Texas Local Government Code (TLGC) §212.0065 provides that a planning board may delegate the authority of approving, approving with conditions or disapproving certain plats to one or more officers of employees of the municipality; and,

WHEREAS, the amending of a plat under TLGC §212.016 is allowing the amending of a plat due to a technical error on the plat and other limited circumstances;

WHEREAS, if the City Manager disapproves an amending plat, TLGC §212.0065 authorizes the requestor to appeal the City Manager’s decision to the Planning Commission/Board and/or the City Council, despite the delegation of the authority granted herein;

WHEREAS, for the efficiency of the processes of the City, the Planning Board desires to delegate the authority to the amending of a plat in accordance with TLGC 212.016 to the City Manager.

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

Section 1. THAT, the Planning Board of the City of Port Lavaca delegates to the City Manager the authority to approve, approve with conditions or disapprove an amended plat pursuant to TLGC 212.016.

PASSED AND APPROVED this 10th day of June, 2024.

Jack Whitlow, Mayor

ATTEST:

Mandy Grant, City Secretary

COMMUNICATION

SUBJECT: Consider awarding construction contract for the 2024 Independence Drive Improvement Project. Presenter is Jody Weaver

INFORMATION:



June 5, 2024

Ms. Jody Weaver
City Manager
City of Port Lavaca

Re: Independence Drive Improvements Project – Recommendation Letter

Dear Jody:

We have reviewed the following two bids received from Lester Contracting Inc. and Clark Construction of Texas – Victoria LLC. for the Independence Drive Improvements Project on May 30, 2024. As a reminder, Base Bid included work from Sandcrab to Virginia St and Add Alternate included work from Half League to Sandcrab. Base Bid Transition is needed if the Add Alternate is not selected.

<u>Contractor</u>	<u>Base Bid + Transition Amount</u>
Lester Contracting	\$3,874,086.00
Clark Construction	\$4,783,957.73

<u>Contractor</u>	<u>Base Bid + Add Alternate</u>
Lester Contracting	\$4,656,880.12 (\$4,657,090.12 shown in orig. bid due to duplicate item)
Clark Construction	\$5,644,662.30

<u>Contractor</u>	<u>Base Bid + Add Alternate + Owner's Option A</u>
Lester Contracting	\$4,718,278.62
Clark Construction	\$5,720,582.88

Lester Contracting is the low bidder. The Engineer's Estimate for Base Bid and Owner's Option A was \$5,130,500.

The bid tabulation is attached to this letter.

If both Base Bid and Add Alternate are awarded, there are 630 calendar days allowed for the project as stipulated in the bid documents.

I recommend awarding the Base Bid and Add Alternate portions of this project to Lester Contracting in the amount of \$4,656,880.12. Council may choose to also award Owner's Option A which includes a 2' strip of colored, stamped concrete next to the curb in lieu of normal concrete sidewalk. If Owner's Option A is added in, the awarded amount is \$4,718,278.62. Please let me know if you have any questions or need me to provide any other information.



Sincerely,

Randy P. Janak, PE
Vice President – Victoria Office

XC: Wayne Shaffer – City of Port Lavaca
Kateryna Thomas – City of Port Lavaca

Attachment

Bid Tabulations
Independence Drive Improvements Project

Section VIII. Item #12.

ITEM NO.	SPEC NO.	DESCRIPTION	QUANTITY PER UNIT	UNIT	Clark Construction		Lester Contracting	
					UNIT PRICE	AMOUNT BID (QTY. X UNIT PRICE)	UNIT PRICE	AMOUNT BID (QTY. X UNIT PRICE)
Base Bid Transition								
1	110	Excavation (Roadway), Complete	260	CY	\$ 33.51	\$ 8,712.60	\$ 30.00	\$ 7,800.00
2	132	Embankment (Final)(Dens Cont)(Ty C), Complete in Place	78	CY	\$ 84.79	\$ 6,613.62	\$ 30.00	\$ 2,340.00
3	164	Cell Fiber Mulch Seeding	1492	SY	\$ 0.88	\$ 1,312.96	\$ 1.00	\$ 1,492.00
4	168	Vegetative Watering	17	MG	\$ 300.00	\$ 5,100.00	\$ 78.00	\$ 1,326.00
5	247	Flex Base (Ty A Gr 1-2) 10", Complete in Place	185	CY	\$ 114.99	\$ 21,273.15	\$ 150.00	\$ 27,750.00
6	260	Lime Treat Subgrade (8"), Complete in Place	736	SY	\$ 19.64	\$ 14,455.04	\$ 24.50	\$ 18,032.00
7	316	Asphalt RC-250, Complete in Place	174	GAL	\$ 27.99	\$ 4,870.26	\$ 6.50	\$ 1,131.00
8	316	Asphalt (AC-15P or CRS-2P), Complete in Place	268	GAL	\$ 38.08	\$ 10,205.44	\$ 6.10	\$ 1,634.80
9	316	Aggregate Material (Ty B Gr 5)(Underseal) Complete in Place	6	CY	\$ 850.00	\$ 5,100.00	\$ 430.00	\$ 2,580.00
10	316	Aggregate Material (Ty PE Gr 3 SAC-B)(Seal Coat) Complete in Place	7	CY	\$ 620.00	\$ 4,340.00	\$ 415.00	\$ 2,905.00
11		Geogrid (Tensor InterAx or equivalent) Complete in Place	736	SY	\$ 7.72	\$ 5,681.92	\$ 4.25	\$ 3,128.00
12	340	D-Gr HMA (SQ) Ty D (SAC-B)(PG64-22)(Surf)(2"), Complete in Place	74	TON	\$ 734.05	\$ 54,319.70	\$ 210.00	\$ 15,540.00
13	666	Refl Pav Mark Ty I (Y)(4")(SLD)(090 MIL)	840	LF	\$ 1.68	\$ 1,411.20	\$ 2.00	\$ 1,680.00
TOTAL						\$ 143,395.89		\$ 87,338.80
Base Bid								
1	104	Remove Concrete (Driveway), Complete	663	SY	\$ 17.83	\$ 11,821.29	\$ 20.00	\$ 13,260.00
2	104	Remove Concrete (Curb & Gutter), Complete	48	LF	\$ 12.00	\$ 576.00	\$ 12.00	\$ 576.00
3	110	Excavation (Roadway), Complete	6233	CY	\$ 25.90	\$ 161,434.70	\$ 30.00	\$ 186,990.00
4	110	Excavation (Channel), Complete	1257	CY	\$ 38.55	\$ 48,457.35	\$ 25.00	\$ 31,425.00
5	132	Embankment (Final)(Roadway)(Dens Cont)(Ty C), Complete in Place	3317	CY	\$ 38.82	\$ 128,765.94	\$ 30.00	\$ 99,510.00
6	132	Embankment (Final)(Channel)(Dens Cont)(Ty C), Complete in Place	159	CY	\$ 47.26	\$ 7,514.34	\$ 20.00	\$ 3,180.00
7	164	Cell Fiber Mulch Seeding	13821	SY	\$ 0.88	\$ 12,162.48	\$ 1.00	\$ 13,821.00
8	168	Vegetative Watering	333	MG	\$ 300.00	\$ 99,900.00	\$ 75.00	\$ 24,975.00
9	247	Flex Base (Ty A Gr 1-2) 10", Complete in Place	3549	CY	\$ 129.06	\$ 458,033.94	\$ 150.00	\$ 532,350.00
10	260	Lime Treat Subgrade (8"), Complete in Place	13820	SY	\$ 14.59	\$ 201,633.80	\$ 12.00	\$ 165,840.00
11	316	Asphalt RC-250, Complete in Place	2945	GAL	\$ 9.24	\$ 27,211.80	\$ 8.00	\$ 23,560.00
12	316	Asphalt (AC-15P or CRS-2P), Complete in Place	4530	GAL	\$ 9.25	\$ 41,902.50	\$ 7.75	\$ 35,107.50
13	316	Aggregate Material (Ty B Gr 5)(Underseal) Complete in Place	94	CY	\$ 232.98	\$ 21,900.12	\$ 530.00	\$ 49,820.00
14	316	Aggregate Material (Ty PE Gr 3 SAC-B)(Seal Coat) Complete in Place	113	CY	\$ 308.60	\$ 34,871.80	\$ 500.00	\$ 56,500.00
15		Geogrid (Tensor HX 5.5 or equivalent) Complete in Place	13821	SY	\$ 4.24	\$ 58,601.04	\$ 3.75	\$ 51,828.75
16	340	D-Gr HMA (SQ) Ty D (SAC-B)(PG64-22)(Surf)(2"), Complete in Place	1246	TON	\$ 320.25	\$ 399,031.50	\$ 210.00	\$ 261,660.00
17	432	Riprap (Conc)(Cl B)(4")	69	CY	\$ 861.60	\$ 59,450.40	\$ 870.00	\$ 60,030.00
18	432	Riprap (Stone)(Common)(Dry)(12")	286	CY	\$ 242.00	\$ 69,212.00	\$ 265.00	\$ 75,790.00
19	450	Ty PR11 Pedestrian Rail	85.8	LF	\$ 280.80	\$ 24,092.64	\$ 280.00	\$ 24,024.00
20	462	Conc Box Culv (5'x2')(SCP-5)	129	LF	\$ 1,074.10	\$ 138,558.90	\$ 1,130.00	\$ 145,770.00
21	462	Conc Box Culv (6'x2')(SCP-6)	124	LF	\$ 1,247.75	\$ 154,721.00	\$ 1,315.00	\$ 163,060.00
22	464	RC Pipe (Cl III) or ADS HP Storm Dual Wall Pipe (12")(Traffic) Including Cement Stabilized Sand Backfill, Complete in Place	3	LF	\$ 283.80	\$ 851.40	\$ 320.00	\$ 960.00
23	464	RC Pipe (Cl III) or ADS HP Storm Dual Wall Pipe (15")(Traffic) Including Cement Stabilized Sand Backfill, Complete in Place	173	LF	\$ 149.16	\$ 25,804.68	\$ 100.00	\$ 17,300.00
24	464	RC Pipe (Cl III) or ADS HP Storm Dual Wall Pipe (18")(Traffic) Including Cement Stabilized Sand Backfill, Complete in Place	627	LF	\$ 168.08	\$ 105,386.16	\$ 120.00	\$ 75,240.00

Bid Tabulations
Independence Drive Improvements Project

Section VIII. Item #12.

ITEM NO.	SPEC NO.	DESCRIPTION	QUANTITY PER UNIT	UNIT	Clark Construction		Lester Contracting	
					UNIT PRICE	AMOUNT BID (QTY. X UNIT PRICE)	UNIT PRICE	AMOUNT BID (QTY. X UNIT PRICE)
25	464	RC Pipe (CI III) or ADS HP Storm Dual Wall (30")(Traffic) Including Cement Stabilized Sand Backfill, Complete in Place	141	LF	\$ 277.15	\$ 39,078.15	\$ 200.00	\$ 28,200.00
26	4122	HDPE Dual Wall WT Pipe (15") Including Cem Stabilized Backfill, Complete in Place	13	LF	\$ 144.00	\$ 1,872.00	\$ 100.00	\$ 1,300.00
27	4122	HDPE Dual Wall WT Pipe (18") Including Cem Stabilized Backfill, Complete in Place	21	LF	\$ 152.95	\$ 3,211.95	\$ 100.00	\$ 2,100.00
28	4122	HDPE Dual Wall WT Pipe (24") Including Cem Stabilized Backfill, Complete in Place	1832	LF	\$ 153.84	\$ 281,834.88	\$ 115.00	\$ 210,680.00
29	465	Curb Inlet (5'x3') PCO w/ 5'x3' PB (Including Cement Stabilized Backfill), Complete in Place	7	EA	\$ 9,485.30	\$ 66,397.10	\$ 7,500.00	\$ 52,500.00
30	465	Curb Inlet (5'x3') PCO w/ 5'x3' PB (8"x5' Backslot)(Including Cement Stabilized Backfill), Complete in Place	1	EA	\$ 10,907.60	\$ 10,907.60	\$ 8,500.00	\$ 8,500.00
31	465	Curb Inlet (5'x3') PCO Riser Type w/ 5'x3' Riser (Including Cement Stabilized Backfill), Complete in Place	4	EA	\$ 9,460.00	\$ 37,840.00	\$ 8,000.00	\$ 32,000.00
32	465	Junction Box (3'x3')(PB) w/ 3'x3' Riser (RH), Complete in Place	1	EA	\$ 8,160.00	\$ 8,160.00	\$ 6,500.00	\$ 6,500.00
33	465	Junction Box (4'x4')(PB) w/ 4'x4' Riser (RH), Complete in Place	1	EA	\$ 9,150.00	\$ 9,150.00	\$ 7,500.00	\$ 7,500.00
34	465	Junction Box (5'x4')(PB) w/ 5'x4' Riser (RH), Complete in Place	1	EA	\$ 10,944.00	\$ 10,944.00	\$ 8,500.00	\$ 8,500.00
35	465	Grate Inlet (PAZD)(Style RJ)(3'x3')(PB) w/ 3'x3' Riser (RH), Complete in Place	1	EA	\$ 8,128.20	\$ 8,128.20	\$ 6,500.00	\$ 6,500.00
36	466	Wingwall (PW-1)(HW=4)	4	EA	\$ 11,385.00	\$ 45,540.00	\$ 15,000.00	\$ 60,000.00
37	467	SET (Ty II)(12")(RCP)(3:1)(C)	1	EA	\$ 2,898.00	\$ 2,898.00	\$ 1,500.00	\$ 1,500.00
38	467	SET (Ty II)(15")(HDPE)(3:1)(C)	1	EA	\$ 2,400.00	\$ 2,400.00	\$ 1,500.00	\$ 1,500.00
39	467	SET (Ty II)(15")(RCP)(6:1)(P)	10	EA	\$ 2,189.60	\$ 21,896.00	\$ 1,900.00	\$ 19,000.00
40	467	SET (Ty II)(18")(HDPE)(3:1)(C)	3	EA	\$ 2,150.50	\$ 6,451.50	\$ 1,750.00	\$ 5,250.00
41	467	SET (Ty II)(18")(RCP)(6:1)(P)	2	EA	\$ 2,305.60	\$ 4,611.20	\$ 1,890.00	\$ 3,780.00
42	467	SET (Ty II)(24")(HDPE)(6:1)(P)	2	EA	\$ 2,277.00	\$ 4,554.00	\$ 2,700.00	\$ 5,400.00
43	467	SET (Ty II)(30")(RCP)(3:1)(P)	1	EA	\$ 5,928.00	\$ 5,928.00	\$ 3,250.00	\$ 3,250.00
44	467	SET (Ty II)(30")(RCP)(6:1)(P)	4	EA	\$ 4,500.00	\$ 18,000.00	\$ 4,700.00	\$ 18,800.00
45	496	Remov Ex 12" RCP Pipe	128	LF	\$ 12.00	\$ 1,536.00	\$ 10.00	\$ 1,280.00
46	496	Remov Ex 15" RCP Pipe	281	LF	\$ 12.00	\$ 3,372.00	\$ 12.00	\$ 3,372.00
47	496	Remov Ex 15" CMP Pipe	9	LF	\$ 12.00	\$ 108.00	\$ 38.00	\$ 342.00
48	496	Remov Ex 18" RCP Pipe	40	LF	\$ 12.00	\$ 480.00	\$ 25.00	\$ 1,000.00
49	496	Remov Ex 18" CPP Pipe	93	LF	\$ 12.00	\$ 1,116.00	\$ 18.00	\$ 1,674.00
50	496	Remov Ex 18" CMP Pipe	273	LF	\$ 12.00	\$ 3,276.00	\$ 13.00	\$ 3,549.00
51	496	Remov Ex 24" CPP Pipe	38	LF	\$ 12.00	\$ 456.00	\$ 18.50	\$ 703.00
52	496	Remov Ex 30" RCP Pipe	54	LF	\$ 12.10	\$ 653.40	\$ 19.50	\$ 1,053.00
53	496	Remov Ex 36" CMP Pipe	104	LF	\$ 12.10	\$ 1,258.40	\$ 16.75	\$ 1,742.00
54	496	Remov Struct (Inlet)	1	EA	\$ 522.50	\$ 522.50	\$ 500.00	\$ 500.00
55	500	Mobilization	1	LS	\$ 596,746.00	\$ 596,746.00	\$ 300,000.00	\$ 300,000.00
56	502	Barricades, Signs and Traffic Handling	1	LS	\$ 271,000.00	\$ 271,000.00	\$ 20,000.00	\$ 20,000.00
57	506	Temporary Sediment Control Fence, Complete in Place	372	LF	\$ 6.50	\$ 2,418.00	\$ 5.00	\$ 1,860.00
58	506	Temporary Sediment Control Fence (Remove), Complete in Place	372	LF	\$ 2.50	\$ 930.00	\$ 1.00	\$ 372.00
58A	506	Storm Water Pollution Prevention Plan Preparation, Implementation, and Maintenance	1	LS	\$ 2,000.00	\$ 2,000.00	\$ 5,000.00	\$ 5,000.00
59	508	Construct Detour	2033	SY	\$ 28.98	\$ 58,916.34	\$ 40.00	\$ 81,320.00
60	529	Concrete Curb & Gutter (Ty II), Complete in Place	5620	LF	\$ 32.14	\$ 180,626.80	\$ 38.00	\$ 213,560.00
61	529	Concrete Curb & Gutter (Mono)(Ty II)(6"), Complete in Place	161	LF	\$ 23.24	\$ 3,741.64	\$ 25.00	\$ 4,025.00
62	530	Concrete Driveways (6"), Complete in Place	662	SY	\$ 105.25	\$ 69,675.50	\$ 135.00	\$ 89,370.00
63	531	Concrete Sidewalk (5"), Complete in Place	2901	SY	\$ 83.26	\$ 241,537.26	\$ 100.00	\$ 290,100.00

Bid Tabulations
Independence Drive Improvements Project

Section VIII. Item #12.

ITEM NO.	SPEC NO.	DESCRIPTION	QUANTITY PER UNIT	UNIT	Clark Construction		Lester Contracting	
					UNIT PRICE	AMOUNT BID (QTY. X UNIT PRICE)	UNIT PRICE	AMOUNT BID (QTY. X UNIT PRICE)
64	531	Curb Ramp Ty 1, Complete in Place	5	EA	\$ 4,600.00	\$ 23,000.00	\$ 5,000.00	\$ 25,000.00
65	531	Curb Ramp Ty 7, Complete in Place	1	EA	\$ 4,600.00	\$ 4,600.00	\$ 5,000.00	\$ 5,000.00
66	644	Install Sign Sup & Assm (TY 10)(BWG)(1)SA(P) - R1-1	2	EA	\$ 2,000.00	\$ 4,000.00	\$ 1,760.00	\$ 3,520.00
67	644	Install Project Sign	2	EA	\$ 2,750.00	\$ 5,500.00	\$ 750.00	\$ 1,500.00
68	644	Remove and Relocate Sign Sup & Assm (TY 10)(BWG)(1)SA(P)	3	EA	\$ 2,000.00	\$ 6,000.00	\$ 900.00	\$ 2,700.00
69	662	Work Zone Pav Mark (Non-Remov)(TY 1)(Y)(4")(SLD)(090 MIL)	3660	LF	\$ 1.68	\$ 6,148.80	\$ 2.15	\$ 7,869.00
70	666	Refl Pav Mark Ty I (Y)4"(SLD)(090 MIL)	6190	LF	\$ 1.68	\$ 10,399.20	\$ 2.15	\$ 13,308.50
71	666	Refl Pav Mark Ty I (Y)4"(BRK)(090 MIL)	1338	LF	\$ 1.68	\$ 2,247.84	\$ 2.15	\$ 2,876.70
72	666	Refl Pav Mark Ty I (W)6"(SLD)(090 MIL)	55	LF	\$ 2.88	\$ 158.40	\$ 3.75	\$ 206.25
73	668	Prefab Pav Mark Ty C (W)24"(SLD)	70	LF	\$ 20.16	\$ 1,411.20	\$ 18.25	\$ 1,277.50
74	2660	3" Water Main Lowering at Storm Crossing, as Directed by Engineer	2	EA	\$ 9,225.00	\$ 18,450.00	\$ 3,500.00	\$ 7,000.00
75	2660	6" Water Main Lowering at Storm Crossing, as Directed by Engineer	3	EA	\$ 11,685.00	\$ 35,055.00	\$ 4,500.00	\$ 13,500.00
76	2660	8" Water Main Lowering at Storm Crossing, as Directed by Engineer	1	EA	\$ 11,685.00	\$ 11,685.00	\$ 7,000.00	\$ 7,000.00
77	2660	12"X8" Tapping Sleeve and Valve	3	EA	\$ 24,600.00	\$ 73,800.00	\$ 7,500.00	\$ 22,500.00
78	2660	PVC (8") C900	216	LF	\$ 116.85	\$ 25,239.60	\$ 75.00	\$ 16,200.00
79	2660	Plug PVC (8") C900	3	EA	\$ 2,214.00	\$ 6,642.00	\$ 560.00	\$ 1,680.00
80	2730	Install SS Pipe (8")(SDR 26)((D3034)(Non-Traffic)(0'-8' Depth)	136	LF	\$ 147.60	\$ 20,073.60	\$ 75.00	\$ 10,200.00
81	2730	Install 48" Dia Sanitary Sewer Fiberglass Manhole	2	EA	\$ 12,915.00	\$ 25,830.00	\$ 8,500.00	\$ 17,000.00
82	2730	Plug PVC (8") SDR 26	1	EA	\$ 2,829.00	\$ 2,829.00	\$ 375.00	\$ 375.00
83	2730	Adjust Sanitary Sewer Manhole to Grade	3	EA	\$ 4,305.00	\$ 12,915.00	\$ 2,500.00	\$ 7,500.00
84	2730	Remov Sanitary Sewer Manhole	1	EA	\$ 5,535.00	\$ 5,535.00	\$ 1,000.00	\$ 1,000.00
85	2730	Cut, Plug and Abandon 8" SS Line	1	EA	\$ 4,674.00	\$ 4,674.00	\$ 375.00	\$ 375.00
86	2730	Force Main Lowering (2" or Less)(Match Exist Pipe Material)(Complete in Place)	100	LF	\$ 123.00	\$ 12,300.00	\$ 30.00	\$ 3,000.00
TOTAL						\$4,640,561.84		\$ 3,786,747.20
Add Alternate								
1	110	Excavation (Roadway), Complete	3240	CY	\$ 39.46	\$ 127,850.40	\$ 30.00	\$ 97,200.00
2	132	Embankment (Final)(Dens Cont)(Ty C), Complete in Place	1168	CY	\$ 40.64	\$ 47,467.52	\$ 30.00	\$ 35,040.00
3	164	Cell Fiber Mulch Seeding	8581	SY	\$ 0.88	\$ 7,551.28	\$ 1.00	\$ 8,581.00
4	168	Vegetative Watering	90	MG	\$ 300.00	\$ 27,000.00	\$ 75.00	\$ 6,750.00
5	247	Flex Base (Ty A Gr 1-2) 10", Complete in Place	1546	CY	\$ 128.35	\$ 198,429.10	\$ 150.00	\$ 231,900.00
6	260	Lime Treat Subgrade (8"), Complete in Place	6015	SY	\$ 13.40	\$ 80,601.00	\$ 12.00	\$ 72,180.00
7	316	Asphalt RC-250, Complete in Place	1283	GAL	\$ 9.87	\$ 12,663.21	\$ 6.00	\$ 7,698.00
8	316	Asphalt (AC-15P or CRS-2P), Complete in Place	1973	GAL	\$ 10.58	\$ 20,874.34	\$ 6.54	\$ 12,903.42
9	316	Aggregate Material (Ty B Gr 5)(Underseal) Complete in Place	41	CY	\$ 215.85	\$ 8,849.85	\$ 295.00	\$ 12,095.00
10	316	Aggregate Material (Ty PE Gr 3 SAC-B)(Seal Coat) Complete in Place	49	CY	\$ 264.90	\$ 12,980.10	\$ 325.00	\$ 15,925.00
11		Geogrid (Tensor InterAx or equivalent) Complete in Place	6015	SY	\$ 4.08	\$ 24,541.20	\$ 4.00	\$ 24,060.00
12	340	D-Gr HMA (SQ) Ty D (SAC-B)(PG64-22)(Surf)(2"), Complete in Place	543	TON	\$ 312.75	\$ 169,823.25	\$ 210.00	\$ 114,030.00
13	464	RC Pipe (CI III)(18") Including Cement Stabilized Sand Backfill, Complete in Place	80	LF	\$ 171.35	\$ 13,708.00	\$ 120.00	\$ 9,600.00
14	4122	HDPE Dual Wall WT Pipe (18") Including Cem Stabilized Backfill, Complete in Place	842	LF	\$ 140.39	\$ 118,208.38	\$ 100.00	\$ 84,200.00
15	465	Curb Inlet (5'x3') PCO w/ 5'x3' PB (Including Cement Stabilized Backfill), Complete in Place	4	EA	\$ 9,900.00	\$ 39,600.00	\$ 7,500.00	\$ 30,000.00
16	506	Temporary Sediment Control Fence, Complete in Place	120	LF	\$ 6.50	\$ 780.00	\$ 5.50	\$ 660.00

Bid Tabulations
Independence Drive Improvements Project

Section VIII. Item #12.

ITEM NO.	SPEC NO.	DESCRIPTION	QUANTITY PER UNIT	UNIT	Clark Construction		Lester Contracting	
					UNIT PRICE	AMOUNT BID (QTY. X UNIT PRICE)	UNIT PRICE	AMOUNT BID (QTY. X UNIT PRICE)
17	506	Temporary Sediment Control Fence (Remove), Complete in Place	120	LF	\$ 2.50	\$ 300.00	\$ 1.75	\$ 210.00
18	529	Concrete Curb & Gutter (Ty II), Complete in Place	2435	LF	\$ 33.29	\$ 81,061.15	\$ 40.00	\$ 97,400.00
19	644	Remove and Relocate Sign Sup & Assm (TY 10)(BWG)(1)SA(P)	2	EA	\$ 1,000.00	\$ 2,000.00	\$ 900.00	\$ 1,800.00
20	666	Refl Pav Mark Ty I (Y)(4")(SLD)(090 MIL)	2364	LF	\$ 1.68	\$ 3,971.52	\$ 2.15	\$ 5,082.60
21	666	Refl Pav Mark Ty I (Y)(4")(BRK)(090 MIL)	591	LF	\$ 1.68	\$ 992.88	\$ 2.15	\$ 1,270.65
22	668	Prefab Pav Mark Ty C (W)24"(SLD)	33	LF	\$ 20.16	\$ 665.28	\$ 18.25	\$ 602.25
23	2660	Adjust Water Meter	1	EA	\$ 1,107.00	\$ 1,107.00	\$ 195.00	\$ 195.00
24	2660	Adjust Fire Hydrant	1	EA	\$ 3,075.00	\$ 3,075.00	\$ 750.00	\$ 750.00
TOTAL						\$ 1,004,100.46		\$ 870,132.92
Owner's Option A								
1	528	Colored Textured Concrete Sidewalk (Colorant to be SikaColor-14 SG04-160 Clay or Approved Equal (1 Bag per 2 Yards)	562	SY	\$ 218.35	\$ 122,712.70	\$ 209.25	\$ 117,598.50
TOTAL						\$ 122,712.70		\$ 117,598.50

GRAND TOTAL BASE BID TRANSITION AND BASE BID	\$ 4,783,957.73	\$ 3,874,086.00
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GRAND TOTAL BASE BID AND ADD ALTERNATE BID	\$ 5,644,662.30	\$ 4,656,880.12
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GRAND TOTAL BASE BID, ADD ALTERNATE BID AND OWNER'S OPTION A	\$ 5,720,582.88	\$ 4,718,278.62
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COMMUNICATION

SUBJECT: Consider recommendation of the Planning Board for a request from Karl Meyer for a Variance request for a manufactured home to be placed on a developed existing residential lot that is not a manufactured home park. The property is described as Block B, Lot 30, 15' of 29 of the Lou Davis Subdivision (302 Davis). Presenter is Derrick Smith

INFORMATION:

CITY OF PORT LAVACA

MEETING: June 10, 2024 **AGENDA ITEM** _____

DATE: 06.04.24

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: DERRICK SMITH, DEVELOPMENT SERVICES DIRECTOR

SUBJECT: To review the denial of a Variance request for a manufactured home to be placed on a developed existing residential lot that is not a manufactured home park. The property is described as Block B, Lot 30, 15’ of 29 of the Lou Davis Subdivision (302 Davis).

Chapter 26 – Manufactured housing

In accordance with Chapter 26.4(2)(c) of City of Port Lavaca Code of Ordinances, HUD-Code manufactured housing shall be installed only in a manufactured housing park, manufactured housing subdivisions or other property approved by the building official as described in the remainder of this subsection. A HUD-Code manufactured home will be permitted to be installed on any lot on which a manufactured home was situated in the past 180 days.

Karl Meyer is requesting a variance to place a manufactured home on 302 Davis. Mr. Meyer’s variance application explains that a manufactured home had previously been placed on the property. According to our records, service was discontinued on August 30, 2021 and the manufactured home was removed during that time. According to the tax appraisal office, Mr. Meyer purchased the property on September 2, 2022.

Planning Board Recommendation on April 23, 2024: DENIAL of the request for a Variance to Chapter 26, the Manufactured and Recreational Vehicle Parks ordinance, as to not set a precedent.

Council Action: On May 13, 2024, the Council motioned to PASS the request and resubmit to the Planning Board for further research.

The Planning Board revisited the request on May 23, 2024. Mr. Meyer was not present and did not provide any further information prior to the meeting.

Below was discussed amongst the Planning Board members:

In a 200 FT radius from the property, there is 1 manufactured home in that area that is the homeowner’s property and live there. There are four within the 200 radius that are rental. 2 are inactive and substandard. The remaining are single family houses.

Concerns from the Board:

If we allow this, basically our ordinance is out the window. There have been three other people come in and turned them all down. One lady had even already purchased the manufactured home.

The reason for a variance by law is a hardship. There has to be some extenuating circumstance that means the law shouldn't apply to you.

This is also not for his residence. it's for a rental.

If we allow this, it will be the very first variance of this ordinance and it will potentially bring back everyone else and I did not feel comfortable making this decision when council just passed this ordinance.

Planning Board's Second Recommendation on May 23, 2024: Since the Manufactured Housing and Recreational Vehicles ordinance was updated and approved by City Council in 2022, the Planning Board has not permitted any variance requests to the Chapter 26 ordinance. Because of this, and to not set a precedence in any area of the continued placement of manufactured homes in residential lots, the Planning Board **DENIES** the request of the Variance for a manufactured home to be placed on a developed existing residential lot that is not a manufactured home park. The property is described as Block B, Lot 30, 15' of 29 of the Lou Davis Subdivision (302 Davis).

Staff Recommendation: Denial

The variance request for a manufactured home to be permanently installed as a residential home on an existing developed residential lot for the intent of occupancy does not meet the City Code of Ordinance, Chapter 26 Section 26.4(2)(c). If the request is approved, then this may allow other property owners throughout town to use this request for their benefit and defeat the intent of the ordinance. Therefore, staff recommends denial as per the aforementioned ordinance citation.

Attachments:

- Planning Board Review Application
- Request for Variance Form
- Calhoun County Appraisal District Summary
- Calhoun County Appraisal District Parcel Image

COMMUNICATION

SUBJECT: Consider recommendation of the Planning Board for a Conceptual Plan of a proposed convenience store and carwash to be located at the corner of Half League Rd. and Hwy 35 South, Property ID 38066, located at 1019 Hwy 35 South. Presenter is Derrick Smith

INFORMATION:

CITY OF PORT LAVACA

MEETING: June 10, 2024 AGENDA ITEM _____

DATE: 06.04.2024

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: DERRICK SMITH, DEVELOPMENT SERVICES DIRECTOR

SUBJECT: At the recommendation of the Planning Board, consider and discuss approval for a convenience store and carwash to be located on the corner of Half League Rd. and Hwy 35 Property ID 38066. The legal description is A0035 MAXIMO SANCHEZ, Tract Pt. 30, Acres 2.577 (1019 Hwy 35 S.).

Sec. 42-159. - Approval of planning commission required.

No person shall construct a multifamily dwelling, townhouse, patio home or other commercial development project without approval of said construction project by the planning commission...

The applicant is proposing a new convenience store and carwash to be located 1019 Hwy 35 S.

Future land Use Map

<https://portlavaca.org/wp-content/uploads/2020/10/Future-Land-Use-Plan.pdf>

The Future Land Use Map designates this area as Commercial.



Department Comments:

Engineering:

Public Works:

Fire:

Development Services:

Planning Board Recommendation: 6.28.24 Discussion by the board on Landscaping Ordinance and sidewalk continuation. D. Smith to look into each of these and report back. **APPROVAL** of the proposed convenience store and carwash to be located at the corner of Half League Rd. and Hwy 35 S. Property ID 38066 located at 1019 Hwy 35 S.

Staff Recommendation: APPROVAL of the proposed convenience store and carwash to be located at the corner of Half League Rd. and Hwy 35 S. Property ID 38066 located at 1019 Hwy 35 S.

Attachments:

- CAD PIN #38066
- Conceptual site plan

COMMUNICATION

SUBJECT: Consider request from the Calhoun Port Authority to harvest wetlands plants for the Calhoun Port Authority mitigation project from the wetlands areas of Lighthouse Beach Park and Bay front Peninsula Park. Presenter is Jody Weaver

INFORMATION:

Jody Weaver

From: Sara Flaherty <sflaherty@anchorqea.com>
Sent: Tuesday, May 28, 2024 3:43 PM
To: Jody Weaver
Cc: Ryan Davis; ffh
Subject: Wetland Plant Borrow Activities

Follow Up Flag: Follow up
Flag Status: Flagged

Jody,

Good afternoon. I hope all is well. You may recall we previously discussed the option of using City-owned property to harvest wetland plants for the Calhoun Port Authority mitigation project. Construction is complete and we are working on the final planting details. We would like to discuss authorization to use wetland areas near Lighthouse Beach and Bayfront Peninsula Park. As you know from past wetland work, damage to borrow sites is strictly avoided.

Please let me know when it is a good time to discuss details of the request. We appreciate your consideration and look forward to working with you.

Best,

Sara Flaherty | ANCHOR QEA, LLC
Senior Scientist
sflaherty@anchorqea.com
PO Box 741
Rockport, Texas 78381
D 361.450.6937

ANCHOR QEA, LLC

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Rachel Garza

From: Jody Weaver
Sent: Monday, June 10, 2024 2:22 PM
To: Rachel Garza
Subject: FW: Tonight's Council agenda
Attachments: IS 14 Harvesting etc Wetland Plants.pdf

Please print this email and the attachment

From: Sara Flaherty <sflaherty@anchorqea.com>
Sent: Monday, June 10, 2024 2:10 PM
To: Jody Weaver <jweaver@portlavaca.org>; ffh <ffh@calhounport.com>
Cc: Ryan Davis <rdavis@anchorqea.com>
Subject: RE: Tonight's Council agenda

Jody,

Good afternoon. Thank you for your willingness to assist with this project. To begin addressing some of your below questions, three species of wetland plants are needed for the mitigation site;

Initial Planting

1. Saltmeadow cordgrass (*Spartina patens*) 5,500 units
2. Smooth cordgrass (*Spartina alterniflora*) 42,025 units
3. Coastal saltgrass (*Distichlis spicata*) 750 units

Fall Replanting (estimated; dependent on initial plant survival):

1. Saltmeadow cordgrass (*Spartina patens*) 550 units
2. Smooth cordgrass (*Spartina alterniflora*) 4,202 units
3. Coastal saltgrass (*Distichlis spicata*) 75 units

Harvest plans are developed, submitted to TPWD for review and comply with all of TPWD's recommended best practices. To obtain the source material, a maximum of one six-inch diameter core is obtained per square meter of wetland. Depending on species, a six-inch core results in between four and eight planting units. For the CPA project, we will need to obtain up-to 48,400 planting units equivalent to between 6,050 and 12,100 cores total. The process is very similar to thinning out a garden. Where material is borrowed, it will re-propagate. I have attached a document from the Natural Resources Conservation Service for reference. The fourth page discusses "Wildlings" or Wild Transplant Collection process. Please let me know if you need any additional information for your meeting. We would be happy to set up a call or make a presentation to the City if it would be helpful.

Best,

Sara Flaherty | ANCHOR QEA, LLC

sflaherty@anchorqea.com

PO Box 741

Rockport, Texas 78381

D 361.450.6937

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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
- To deliberate the purchase, exchange, lease or value of Real Property (Deliberation in an Open Meeting would have a detrimental effect on the position of the Governmental Body in negotiations with a third party), in accordance with Title 5, Chapter 551, Section 551.072 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:

