



RECREATION AND PARKS BOARD MEETING

Wednesday, August 27, 2025 at 12:00 PM
City Council Chambers | 202 N. Virginia Street, Port Lavaca TX 77979

PUBLIC NOTICE OF MEETING

AGENDA

MEETING PROCEDURE

Public notice is hereby given that the Recreation and Parks Board of the City of Port Lavaca, Texas, will hold a regular meeting Wednesday, August 27, 2025 beginning at 12:00 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]

Join Zoom Meeting:

<https://us02web.zoom.us/j/85002176289?pwd=k891yxgHY8h7kZcpeXZU0pVPViUeoX.1>

Meeting ID: 850 0217 6289

Passcode: 727203

One Tap Mobile

+13462487799,,85002176289#,,,*727203# US (Houston)

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ROLL CALL

CALL TO ORDER

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).

1. General discussion and hear statements from citizens.

ACTION ITEMS - *Parks Board will consider/discuss the following items and take any action deemed necessary*

- [2.](#) Approve minutes from the regular meeting held July 23, 2025.
- [3.](#) Receive Monthly Inspections Report from Public Works Department.
- [4.](#) Receive update on park assignments from park board members.
- [5.](#) Receive financial status report on the Parks Recreation Department.
- [6.](#) Discuss Financial reports at Lighthouse Beach Campground.
- [7.](#) Receive update on Recreation and Parks Board Master Plan.
- [8.](#) Review proposed Parks 5-year Capital Improvement Plan and 2025-26 budget proposed for adoption by City Council on September 8, 2025.
- [9.](#) Hear from the Calhoun County Youth Football League (CCYFL) regarding proposed/requested maintenance and upgrades to Ashley Field.

ADJOURNMENT

CERTIFICATION OF POSTING NOTICE

This is to certify that the above notice of a regular meeting of the Recreation and Parks Board of The City of Port Lavaca, scheduled for **Wednesday, August 27, 2025**, beginning at 12:00 p.m., was posted at city hall, easily accessible to the public, as of **5:00 p.m. Friday, August 22, 2025**.

Lorena Perez-Diaz, *Assistant 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: General discussion and hear statements from citizens.

INFORMATION:

COMMUNICATION

SUBJECT: Approve minutes from the regular meeting held July 23, 2025.

INFORMATION:

**RECREATION AND PARKS BOARD MEETING**

Wednesday, July 23, 2025 at 12:00 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 23rd day of July, 2025, the Recreation and Parks Board of the City of Port Lavaca, Texas, convened in regular session at 12:00 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:

ROLL CALL

Mac Sistrunk
Olga Szela*
William "Bill" Reagan
Gregory Falcon
Mary Lou Tharling
Dina Smith

Chairman
Vice Chairwoman
Board Member
Board Member
Board Member
Board Member

And with the following absent:
Kevin Kuntschik

Board Member

*Board Member Olga Szela left at 12:57 p.m.

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

CALL TO ORDER

Chairman Mac Sistrunk called the meeting to order at 12:02 p.m. and presided.

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).*

1. General discussion and hear statements from citizens.

Chairman Mac Sistrunk announced that the next Recreation and Parks Board Meeting will be Wednesday, August 27, 2025.

Chairman Mac Sistrunk asked for comments from the public and the following citizen spoke:

- Irene Paiz De La Cruz, 2291 FM 1679, Port Lavaca, Ashley Field concession stand maintenance and clarification of ownership of Ashley Field.
- Vincent Philips, Calhoun County Youth Football League (CCYFL) President, seeking clarification of ownership of Ashley Field.

2. Approve minutes from the regular meeting held July 23, 2025.

Motion made by Board Member Falcon,

THAT, the Recreation and Parks Board hereby approve the minutes of the regular meeting held on July 23, 2025.

Second by Vice Chairwoman Szela,

Voting Yea: Chairman Sistrunk, Vice Chairwoman Szela, Board Member Reagan, Board Member Falcon, Board Member Tharling, and Board Member Smith.

3. Receive Monthly Inspections Report from Public Works Department.

The Interim City Manager requested that the board review the report provided in the packet. There were no comments following this request.

No action necessary and none taken.

4. Receive update on park assignments from park board members.

Board Member Greg Falcon is assigned to Faye Bauer at Sterling Park. He mentioned that the park looks good overall but expressed some concern about a trash bin in front of the park. Weaver informed the board that on July 30th, an architect would be evaluating the Regan building to assess its condition. She also noted that the building was gifted to the City of Port Lavaca.

Board Member Mary Lou Tharling visited George Adams Park and noted that the park appears very clean and well-maintained, except for the grass that is overgrowing in the playground area. Weaver also mentioned that Marvelous Garden recently updated the landscaping near the park sign.

Board Member Olga Szela is responsible for overseeing City Park. She noted that the park is in great condition and mentioned that the movie screening held there was a huge success. Tania French, the events coordinator, shared that the Helping Hands Organization donated the popcorn and pickles, while the Little League President contributed the water for the event. Szela also expressed her appreciation for the picnic tables located by the slab.

Chairman Mac Sistrunk stated that Bayfront Park was generally in good condition, though the grass was dying. He noted that everything else looked fine. Board member Falcon mentioned that flags were added to the Veterans Memorial last week.

Board Member Dina Smith reports that Lighthouse Beach is in good condition overall, and Butterfly Park also appears to be well-maintained.

Board Member Bill Reagan oversees Wilson Park and noted that, overall, the park looks good. However, he pointed out that the grass needs mowing and that the door to the new restroom does not close properly. He mentioned that he lives nearby and often stops by when he sees the door left open.

No action necessary and none taken.

5. Receive financial status report on the Parks and Recreation Department.

The financial report was reviewed and discussed. Weaver mentioned that there were no notable highlights to report.

No action necessary and none taken.

6. Discuss Financial reports at Lighthouse Beach Campground.

Interim City Manager Jody Weaver presented the Campspot report, the current fee schedule, and a comparative rate study from the previous year. It was noted that the park is operating at a loss. Tania French, the events coordinator, mentioned that the City of Port Lavaca has priced itself out of the market.

Motion made by Board Member Dina Smith,

THAT, the Recreation and Parks Board recommends lowering the daily RV rate for Lighthouse Beach and RV Park..

No second motion was made.

Board Member Dina Smith withdrew her motion.

The Interim City Manager suggested updating the survey to improve decision-making.

No further action necessary and none taken.

7. Receive updates on Recreation and Parks Board Master Plan.

Interim City Manager Jody Weaver presented a recap report of the public workshop to the board.

No action necessary and none taken.

8. Review status of Capital Improvement Plan (CIP) for fiscal year 2025-26 and discuss CIP for fiscal year 2025-26.

Interim City Manager Jody Weaver presented a Capital Improvement Plan (CIP) for the upcoming fiscal year 2025-2026 and opened the floor for discussion. She also mentioned the need to consider a maintenance and improvement plan for Ashley Field.

No action necessary and none taken.

9. Consider and discuss the implementation of a deposit upon reservation for the Wilson Park concession stand.

Tania French, the Events Coordinator, and Sara Sanchez attended the meeting to present a proposed concession stand agreement for Wilson Park. They mentioned that there is currently no oversight for the concession stand rentals, leading to mismanagement. An incident occurred where the concession stand was left in poor condition.

Motion made by Board Member Falcon,

THAT, the Recreation and Parks Board hereby approve recommendation City Council to adopt to the concession stand agreement presented for Wilson Park concession stand..

Second by Board Member Bill Reagan,

Voting Yea: Chairman Sistrunk, Vice Chairwoman Szela, Board Member Reagan, Board Member Falcon, Board Member Tharling, and Board Member Smith.

ADJOURN

Motion made by Board Member Smith

Second by Board Member Falcon.

Voting Yea: Chairman Sistrunk, Board Member Reagan, Board Member Falcon, Board Member Tharling, and Board Member Smith.

Meeting adjourned at 12:58 P.M.

These minutes were approved on August 27, 2025

Mac Sistrunk, Chairman

ATTEST:

Lorena Perez-Diaz, Assistant City Secretary

COMMUNICATION

SUBJECT: Receive Monthly Inspections Report from Public Works Department.

INFORMATION:

From: [Jose Villalon](#)
To: [Lorena Perez-Diaz](#); [Wayne Shaffer](#); [Joe Villalon](#); [sara@portlavacaevents.com](#); [Edward Tyler](#)
Subject: Re: Playground Safety Checklist - Jose Villalon
Date: Tuesday, August 19, 2025 12:42:24 PM



Playground Safety Checklist

Inspection ID 0030
 Name of Park Lighthouse Beach Park Playground 1 (pavilion area)
 Inspection Date 08-19-2025 08:35 AM

General Inspection

	In Good Condition	Needs Improvement	Notes
Playground are is free of litter and debris	<input checked="" type="checkbox"/>	-	-
Playground area is free of anthills/hazardous insects or toxic plants.	<input checked="" type="checkbox"/>	-	-
Playground area is free of holes and other tripping hazards.	<input checked="" type="checkbox"/>	-	-
Proper signage with rules, hours, and age-appropriate use is posted.	<input checked="" type="checkbox"/>	-	-
Playground area is properly fenced	-	-	N/A
Self latching gate works as designed	-	-	N/A

Surfacing

	In Good Condition	Needs Improvement	Notes
Approved surfacing material is used (i.e. solid rubber, artificial graass or turf, play sand, pea gravel, wood chips, rubber mulch)	<input checked="" type="checkbox"/>	-	-
Surfacing material under and around equipment is adequate depth (6-12 inches)	<input checked="" type="checkbox"/>	-	-
Surfacing material is free of glass, debris, or other foreign objects.	<input checked="" type="checkbox"/>	-	-
Surfacing material is not compacting or deteriorating.	<input checked="" type="checkbox"/>	-	-
Rubber wear mats are used under high-traffic-use areas and covered by sufficient depth of surfacing material.	<input checked="" type="checkbox"/>	-	-
Proper drainage prevents water from forming puddles.	<input checked="" type="checkbox"/>	-	-

Equipment Hazards

	In Good Condition	Needs Improvement	Notes
Equipment is not damaged or vandalized.	<input checked="" type="checkbox"/>	-	-
Equipment is free from sharp points, corners, or edges.	<input checked="" type="checkbox"/>	-	-
Protective caps or plugs are not missing or damaged.	<input checked="" type="checkbox"/>	-	-
Equipment is free of potential clothing entanglement hazards.	<input checked="" type="checkbox"/>	-	-
Equipment is free of pinch and crush points or exposed moving parts.	<input checked="" type="checkbox"/>	-	-
Equipment is free of rust, rot, cracks, and splinters.	-	<input checked="" type="checkbox"/>	Rust/ resurface,repaint
Equipment is free of entrapments.	<input checked="" type="checkbox"/>	-	-
Equipment is safely anchored.	<input checked="" type="checkbox"/>	-	-

Swings

	In Good Condition	Needs Improvement	Notes
Hardware and chains are in good condition.	-	-	N/A
Swings are a safe distance from other playground equipment.	-	-	N/A
Swings are 24 inches apart.	-	-	N/A
Edges of seats are smooth and free from obstructions.	-	-	N/A
Adequate depths of surfacing material extend out a minimum distance of twice the height of the swing.	-	-	N/A

Slides

	In Good Condition	Needs Improvement	Notes
Slides are free of obstructions and protrusions.	<input checked="" type="checkbox"/>	-	-
Equipped with platforms to facilitate access to the sitting position.	<input checked="" type="checkbox"/>	-	-
Platforms are equipped with guardrails or equivalent protective equipment.	-	-	-

	<input checked="" type="checkbox"/>		
Exit regions are level.	<input checked="" type="checkbox"/>	-	-


Climbing Equipment

	In Good Condition	Needs Improvement	Notes
Hand grips are secured and do not rotate.	<input checked="" type="checkbox"/>	-	-
Rope or chain ladders are anchored at both ends.	<input checked="" type="checkbox"/>	-	-
Foot holds/ rungs are in good condition and adequately spaced.	<input checked="" type="checkbox"/>	-	-

Seesaws

	In Good Condition	Needs Improvement	Notes
Seesaws are free of cracks, corrosion, and other obvious structural defects.	-	-	N/A
Equipment is provided with spring centering devices or cushioning material to prevent abrupt contact with the ground.	-	-	N/A
Fulcrums/ pivot points are free of pinch or crush hazards.	-	-	N/A
Handholds are provided at each sitting position.	-	-	NA

Inspector Name Jose Villalon

Signature You can [edit this submission](#) and [view all your submissions](#) easily.

From: Jose Villalon
To: Lorena Perez-Diaz; Wayne Shaffer; Joe Villalon; sara@portlavacaevents.com; Edward Tyler
Subject: Re: Playground Safety Checklist - Jose Villalon
Date: Tuesday, August 19, 2025 12:42:30 PM



Playground Safety Checklist

Inspection ID 0032
 Name of Park Lighthouse Beach Park Playground 2 (splashpad area)
 Inspection Date 08-19-2025 09:00 AM

General Inspection

	In Good Condition	Needs Improvement	Notes
Playground are is free of litter and debris	<input checked="" type="checkbox"/>	-	-
Playground area is free of anthills/hazardous insects or toxic plants.	<input checked="" type="checkbox"/>	-	-
Playground area is free of holes and other tripping hazards.	<input checked="" type="checkbox"/>	-	-
Proper signage with rules, hours, and age-appropriate use is posted.	<input checked="" type="checkbox"/>	-	-
Playground area is properly fenced	-	-	N/A
Self latching gate works as designed	-	-	N/A

Surfacing

	In Good Condition	Needs Improvement	Notes
Approved surfacing material is used (i.e. solid rubber, artificial graass or turf, play sand, pea gravel, wood chips, rubber mulch)	<input checked="" type="checkbox"/>	-	-
Surfacing material under and around equipment is adequate depth (6-12 inches)	<input checked="" type="checkbox"/>	-	-
Surfacing material is free of glass, debris, or other foreign objects.	<input checked="" type="checkbox"/>	-	-
Surfacing material is not compacting or deteriorating.	-	<input checked="" type="checkbox"/>	Holes in floor/repair holes
Rubber wear mats are used under high-traffic-use areas and covered by sufficient depth of surfacing material.	<input checked="" type="checkbox"/>	-	-
Proper drainage prevents water from forming puddles.	<input checked="" type="checkbox"/>	-	-

Equipment Hazards

	In Good Condition	Needs Improvement	Notes
Equipment is not damaged or vandalized.	<input checked="" type="checkbox"/>	-	-
Equipment is free from sharp points, corners, or edges.	-	<input checked="" type="checkbox"/>	Sharp edges/ resurface/repaint
Protective caps or plugs are not missing or damaged.	<input checked="" type="checkbox"/>	-	-
Equipment is free of potential clothing entanglement hazards.	<input checked="" type="checkbox"/>	-	-
Equipment is free of pinch and crush points or exposed moving parts.	<input checked="" type="checkbox"/>	-	-
Equipment is free of rust, rot, cracks, and splinters.	-	<input checked="" type="checkbox"/>	Rust/ resurface/repaint
Equipment is free of entrapments.	<input checked="" type="checkbox"/>	-	-
Equipment is safely anchored.	<input checked="" type="checkbox"/>	-	-

Swings

	In Good Condition	Needs Improvement	Notes
Hardware and chains are in good condition.	-	-	N/A
Swings are a safe distance from other playground equipment.	-	-	N/A
Swings are 24 inches apart.	-	-	N/A
Edges of seats are smooth and free from obstructions.	-	-	N/A
Adequate depths of surfacing material extend out a minimum distance of twice the height of the swing.	-	-	N/A

Slides

	In Good Condition	Needs Improvement	Notes
Slides are free of obstructions and protrusions.	<input checked="" type="checkbox"/>	-	-

Equipped with platforms to facilitate access to the sitting position.	<input checked="" type="checkbox"/>	-	-
Platforms are equipped with guardrails or equivalent protective equipment.	<input checked="" type="checkbox"/>	-	-
Exit regions are level.	<input checked="" type="checkbox"/>	-	-

Climbing Equipment

	In Good Condition	Needs Improvement	Notes
Hand grips are secured and do not rotate.	<input checked="" type="checkbox"/>	-	-
Rope or chain ladders are anchored at both ends.	<input checked="" type="checkbox"/>	-	-
Foot holds/ rungs are in good condition and adequately spaced.	<input checked="" type="checkbox"/>	-	-

Seesaws

	In Good Condition	Needs Improvement	Notes
Seesaws are free of cracks, corrosion, and other obvious structural defects.	-	-	N/A
Equipment is provided with spring centering devices or cushioning material to prevent abrupt contact with the ground.	-	-	N/A
Fulcrums/ pivot points are free of pinch or crush hazards.	-	-	N/A
Handholds are provided at each sitting position.	-	-	N/A

Inspector Name Jose Villalon

Signature



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From: [Jose Villalon](#)
To: [Lorena Perez-Diaz](#); [Wayne Shaffer](#); [Joe Villalon](#); [sara@portlavacaevents.com](#); [Edward Tyler](#)
Subject: Re: Playground Safety Checklist - Jose Villalon
Date: Tuesday, August 19, 2025 12:42:29 PM



Playground Safety Checklist

Inspection ID 0033
 Name of Park Lighthouse Beach Park Playground 3 (beach area)
 Inspection Date 08-19-2025 09:15 AM

General Inspection

	In Good Condition	Needs Improvement	Notes
Playground are is free of litter and debris	<input checked="" type="checkbox"/>	-	-
Playground area is free of anthills/hazardous insects or toxic plants.	<input checked="" type="checkbox"/>	-	-
Playground area is free of holes and other tripping hazards.	<input checked="" type="checkbox"/>	-	-
Proper signage with rules, hours, and age-appropriate use is posted.	<input checked="" type="checkbox"/>	-	-
Playground area is properly fenced	-	-	N/A
Self latching gate works as designed	-	-	N/A

Surfacing

	In Good Condition	Needs Improvement	Notes
Approved surfacing material is used (i.e. solid rubber, artificial graass or turf, play sand, pea gravel, wood chips, rubber mulch)	<input checked="" type="checkbox"/>	-	-
Surfacing material under and around equipment is adequate depth (6-12 inches)	<input checked="" type="checkbox"/>	-	-
Surfacing material is free of glass, debris, or other foreign objects.	<input checked="" type="checkbox"/>	-	-
Surfacing material is not compacting or deteriorating.	<input checked="" type="checkbox"/>	-	-
Rubber wear mats are used under high-traffic-use areas and covered by sufficient depth of surfacing material.	-	-	N/A
Proper drainage prevents water from forming puddles.	<input checked="" type="checkbox"/>	-	-

Equipment Hazards

	In Good Condition	Needs Improvement	Notes
Equipment is not damaged or vandalized.	<input checked="" type="checkbox"/>	-	-
Equipment is free from sharp points, corners, or edges.	-	<input checked="" type="checkbox"/>	Sharp edges/ resurface,repaint
Protective caps or plugs are not missing or damaged.	<input checked="" type="checkbox"/>	-	-
Equipment is free of potential clothing entanglement hazards.	<input checked="" type="checkbox"/>	-	-
Equipment is free of pinch and crush points or exposed moving parts.	<input checked="" type="checkbox"/>	-	-
Equipment is free of rust, rot, cracks, and splinters.	-	<input checked="" type="checkbox"/>	Rust/ resurface or replace
Equipment is free of entrapments.	<input checked="" type="checkbox"/>	-	-
Equipment is safely anchored.	<input checked="" type="checkbox"/>	-	-

Swings

	In Good Condition	Needs Improvement	Notes
Hardware and chains are in good condition.	-	-	N/A
Swings are a safe distance from other playground equipment.	-	-	N/A
Swings are 24 inches apart.	-	-	N/A
Edges of seats are smooth and free from obstructions.	-	-	N/A
Adequate depths of surfacing material extend out a minimum distance of twice the height of the swing.	-	-	N/A

Slides

	In Good Condition	Needs Improvement	Notes
Slides are free of obstructions and protrusions.	<input checked="" type="checkbox"/>	-	-
Equipped with platforms to facilitate access to the sitting position.	<input checked="" type="checkbox"/>	-	-
Platforms are equipped with guardrails or equivalent protective equipment.	<input checked="" type="checkbox"/>	-	-

Exit regions are level.



-

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Climbing Equipment

	In Good Condition	Needs Improvement	Notes
Hand grips are secured and do not rotate.	<input checked="" type="checkbox"/>	-	-
Rope or chain ladders are anchored at both ends.	<input checked="" type="checkbox"/>	-	-
Foot holds/ rungs are in good condition and adequately spaced.	<input checked="" type="checkbox"/>	-	-

Seesaws

	In Good Condition	Needs Improvement	Notes
Seesaws are free of cracks, corrosion, and other obvious structural defects.	-	-	N/A
Equipment is provided with spring centering devices or cushioning material to prevent abrupt contact with the ground.	-	-	N/A
Fulcrums/ pivot points are free of pinch or crush hazards.	-	-	N/A
Handholds are provided at each sitting position.	-	-	N/A

Inspector Name

Jose Villalon

Signature

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From: [Jose Villalon](#)
To: [Lorena Perez-Diaz](#); [Wayne Shaffer](#); [Joe Villalon](#); [sara@portlavacaevents.com](#); [Edward Tyler](#)
Subject: Re: Playground Safety Checklist - Jose Villalon
Date: Tuesday, August 19, 2025 12:42:25 PM



Playground Safety Checklist

Inspection ID 0034
 Name of Park Lighthouse Beach Park Splashpad
 Inspection Date 08-19-2025 08:55 AM

General Inspection

	In Good Condition	Needs Improvement	Notes
Playground are is free of litter and debris	<input checked="" type="checkbox"/>	-	-
Playground area is free of anthills/hazardous insects or toxic plants.	<input checked="" type="checkbox"/>	-	-
Playground area is free of holes and other tripping hazards.	<input checked="" type="checkbox"/>	-	-
Proper signage with rules, hours, and age-appropriate use is posted.	<input checked="" type="checkbox"/>	-	-
Playground area is properly fenced	-	-	N/A
Self latching gate works as designed	-	-	N/A

Surfacing

	In Good Condition	Needs Improvement	Notes
Approved surfacing material is used (i.e. solid rubber, artificial graass or turf, play sand, pea gravel, wood chips, rubber mulch)	<input checked="" type="checkbox"/>	-	-
Surfacing material under and around equipment is adequate depth (6-12 inches)	<input checked="" type="checkbox"/>	-	-
Surfacing material is free of glass, debris, or other foreign objects.	<input checked="" type="checkbox"/>	-	-
Surfacing material is not compacting or deteriorating.	<input checked="" type="checkbox"/>	-	-
Rubber wear mats are used under high-traffic-use areas and covered by sufficient depth of surfacing material.	-	-	N/A
Proper drainage prevents water from forming puddles.	<input checked="" type="checkbox"/>	-	-

Equipment Hazards

	In Good Condition	Needs Improvement	Notes
Equipment is not damaged or vandalized.	<input checked="" type="checkbox"/>	-	-
Equipment is free from sharp points, corners, or edges.	<input checked="" type="checkbox"/>	-	-
Protective caps or plugs are not missing or damaged.	<input checked="" type="checkbox"/>	-	-
Equipment is free of potential clothing entanglement hazards.	<input checked="" type="checkbox"/>	-	-
Equipment is free of pinch and crush points or exposed moving parts.	<input checked="" type="checkbox"/>	-	-
Equipment is free of rust, rot, cracks, and splinters.	-	<input checked="" type="checkbox"/>	Rust/ resurface, repaint
Equipment is free of entrapments.	<input checked="" type="checkbox"/>	-	-
Equipment is safely anchored.	<input checked="" type="checkbox"/>	-	-

Swings

	In Good Condition	Needs Improvement	Notes
Hardware and chains are in good condition.	-	-	N/A
Swings are a safe distance from other playground equipment.	-	-	N/A
Swings are 24 inches apart.	-	-	N/A
Edges of seats are smooth and free from obstructions.	-	-	N/A
Adequate depths of surfacing material extend out a minimum distance of twice the height of the swing.	-	-	N/A

Slides

	In Good Condition	Needs Improvement	Notes
Slides are free of obstructions and protrusions.	-	-	N/A
Equipped with platforms to facilitate access to the sitting position.	-	-	N/A
Platforms are equipped with guardrails or equivalent protective equipment.	-	-	N/A
Exit regions are level.	-	-	N/A

Climbing Equipment

	In Good Condition	Needs Improvement	Notes
Hand grips are secured and do not rotate.	<input checked="" type="checkbox"/>	-	-
Rope or chain ladders are anchored at both ends.	-	-	NA
Foot holds/ rungs are in good condition and adequately spaced.	<input checked="" type="checkbox"/>	-	-

Seesaws

	In Good Condition	Needs Improvement	Notes
Seesaws are free of cracks, corrosion, and other obvious structural defects.	-	-	N/A
Equipment is provided with spring centering devices or cushioning material to prevent abrupt contact with the ground.	-	-	N/A
Fulcrums/ pivot points are free of pinch or crush hazards.	-	-	N/A
Handholds are provided at each sitting position.	-	-	N/A

Inspector Name Jose Villalon

Signature



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From: [Jose Villalon](#)
To: [Lorena Perez-Diaz](#); [Wayne Shaffer](#); [Jose Villalon](#); [sara@portlavacaevents.com](#); [Edward Tyler](#)
Subject: Re: Playground Safety Checklist - Jose Villalon
Date: Wednesday, August 20, 2025 7:12:14 AM



Playground Safety Checklist

Inspection ID 0037
 Name of Park Wilson Park
 Inspection Date 08-19-2025 02:45 PM

General Inspection

	In Good Condition	Needs Improvement	Notes
Playground are is free of litter and debris	<input checked="" type="checkbox"/>	-	-
Playground area is free of anthills/hazardous insects or toxic plants.	<input checked="" type="checkbox"/>	-	-
Playground area is free of holes and other tripping hazards.	-	<input checked="" type="checkbox"/>	Hole in floor/ add rubber material
Proper signage with rules, hours, and age-appropriate use is posted.	<input checked="" type="checkbox"/>	-	-
Playground area is properly fenced	-	-	N/A
Self latching gate works as designed	-	-	N/A

Surfacing

	In Good Condition	Needs Improvement	Notes
Approved surfacing material is used (i.e. solid rubber, artificial graass or turf, play sand, pea gravel, wood chips, rubber mulch)	-	<input checked="" type="checkbox"/>	Rubber floor has holes/ add rubber material to holes
Surfacing material under and around equipment is adequate depth (6-12 inches)	<input checked="" type="checkbox"/>	-	-
Surfacing material is free of glass, debris, or other foreign objects.	<input checked="" type="checkbox"/>	-	-
Surfacing material is not compacting or deteriorating.	-	<input checked="" type="checkbox"/>	Deteriorating/ add rubber to floor
Rubber wear mats are used under high-traffic-use areas and covered by sufficient depth of surfacing material.	<input checked="" type="checkbox"/>	-	-
Proper drainage prevents water from forming puddles.	<input checked="" type="checkbox"/>	-	-

Equipment Hazards

	In Good Condition	Needs Improvement	Notes
Equipment is not damaged or vandalized.	<input checked="" type="checkbox"/>	-	-
Equipment is free from sharp points, corners, or edges.	-	<input checked="" type="checkbox"/>	Sharp edges/ replace
Protective caps or plugs are not missing or damaged.	<input checked="" type="checkbox"/>	-	-
Equipment is free of potential clothing entanglement hazards.	<input checked="" type="checkbox"/>	-	-
Equipment is free of pinch and crush points or exposed moving parts.	<input checked="" type="checkbox"/>	-	-
Equipment is free of rust, rot, cracks, and splinters.	-	<input checked="" type="checkbox"/>	Rust, rot/ replace
Equipment is free of entrapments.	<input checked="" type="checkbox"/>	-	-
Equipment is safely anchored.	<input checked="" type="checkbox"/>	-	-

Swings

	In Good Condition	Needs Improvement	Notes
Hardware and chains are in good condition.	<input checked="" type="checkbox"/>	-	-
Swings are a safe distance from other playground equipment.	<input checked="" type="checkbox"/>	-	-
Swings are 24 inches apart.	<input checked="" type="checkbox"/>	-	-
Edges of seats are smooth and free from obstructions.	<input checked="" type="checkbox"/>	-	-
Adequate depths of surfacing material extend out a minimum distance of twice the height of the swing.	<input checked="" type="checkbox"/>	-	-

Slides

	In Good Condition	Needs Improvement	Notes
Slides are free of obstructions and protrusions.	<input checked="" type="checkbox"/>	-	-
Equipped with platforms to facilitate access to the sitting position.	-	-	-

	<input checked="" type="checkbox"/>		
Platforms are equipped with guardrails or equivalent protective equipment.	<input checked="" type="checkbox"/>	-	-
Exit regions are level.	<input checked="" type="checkbox"/>	-	-


Climbing Equipment

	In Good Condition	Needs Improvement	Notes
Hand grips are secured and do not rotate.	<input checked="" type="checkbox"/>	-	-
Rope or chain ladders are anchored at both ends.	<input checked="" type="checkbox"/>	-	-
Foot holds/ rungs are in good condition and adequately spaced.	-	<input checked="" type="checkbox"/>	Rust,holes on equipment/ replace

Seesaws

	In Good Condition	Needs Improvement	Notes
Seesaws are free of cracks, corrosion, and other obvious structural defects.	-	-	N/A
Equipment is provided with spring centering devices or cushioning material to prevent abrupt contact with the ground.	-	-	N/A
Fulcrums/ pivot points are free of pinch or crush hazards.	-	-	N/A
Handholds are provided at each sitting position.	-	-	N/A

Inspector Name Jose Villalon

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From: [Jose Villalon](#)
To: [Lorena Perez-Diaz](#); [Wayne Shaffer](#); [Joe Villalon](#); [sara@portlavacaevents.com](#); [Edward Tyler](#)
Subject: Re: Playground Safety Checklist - Jose Villalon
Date: Tuesday, August 19, 2025 12:42:27 PM



Playground Safety Checklist

Inspection ID 0036
 Name of Park Bayfront Park Splashpad
 Inspection Date 08-19-2025 11:30 AM

General Inspection

	In Good Condition	Needs Improvement	Notes
Playground are is free of litter and debris	<input checked="" type="checkbox"/>	-	-
Playground area is free of anthills/hazardous insects or toxic plants.	<input checked="" type="checkbox"/>	-	-
Playground area is free of holes and other tripping hazards.	<input checked="" type="checkbox"/>	-	-
Proper signage with rules, hours, and age-appropriate use is posted.	<input checked="" type="checkbox"/>	-	-
Playground area is properly fenced	-	-	N/A
Self latching gate works as designed	-	-	N/A

Surfacing

	In Good Condition	Needs Improvement	Notes
Approved surfacing material is used (i.e. solid rubber, artificial graass or turf, play sand, pea gravel, wood chips, rubber mulch)	<input checked="" type="checkbox"/>	-	-
Surfacing material under and around equipment is adequate depth (6-12 inches)	<input checked="" type="checkbox"/>	-	-
Surfacing material is free of glass, debris, or other foreign objects.	<input checked="" type="checkbox"/>	-	-
Surfacing material is not compacting or deteriorating.	<input checked="" type="checkbox"/>	-	-
Rubber wear mats are used under high-traffic-use areas and covered by sufficient depth of surfacing material.	-	-	N/A
Proper drainage prevents water from forming puddles.	<input checked="" type="checkbox"/>	-	-

Equipment Hazards

	In Good Condition	Needs Improvement	Notes
Equipment is not damaged or vandalized.	<input checked="" type="checkbox"/>	-	-
Equipment is free from sharp points, corners, or edges.	<input checked="" type="checkbox"/>	-	-
Protective caps or plugs are not missing or damaged.	<input checked="" type="checkbox"/>	-	-
Equipment is free of potential clothing entanglement hazards.	<input checked="" type="checkbox"/>	-	-
Equipment is free of pinch and crush points or exposed moving parts.	-	-	N/A
Equipment is free of rust, rot, cracks, and splinters.	<input checked="" type="checkbox"/>	-	-
Equipment is free of entrapments.	<input checked="" type="checkbox"/>	-	-
Equipment is safely anchored.	<input checked="" type="checkbox"/>	-	-

Swings

	In Good Condition	Needs Improvement	Notes
Hardware and chains are in good condition.	-	-	N/A
Swings are a safe distance from other playground equipment.	-	-	N/A
Swings are 24 inches apart.	-	-	N/A
Edges of seats are smooth and free from obstructions.	-	-	N/A
Adequate depths of surfacing material extend out a minimum distance of twice the height of the swing.	-	-	N/A

Slides

	In Good Condition	Needs Improvement	Notes
Slides are free of obstructions and protrusions.	-	-	N/A
Equipped with platforms to facilitate access to the sitting position.	-	-	N/A
Platforms are equipped with guardrails or equivalent protective equipment.	-	-	N/A
Exit regions are level.	-	-	N/A

Climbing Equipment

	In Good Condition	Needs Improvement	Notes
Hand grips are secured and do not rotate.	-	-	N/A
Rope or chain ladders are anchored at both ends.	-	-	N/A
Foot holds/ rungs are in good condition and adequately spaced.	-	-	N/A

Seesaws

	In Good Condition	Needs Improvement	Notes
Seesaws are free of cracks, corrosion, and other obvious structural defects.	-	-	N/A
Equipment is provided with spring centering devices or cushioning material to prevent abrupt contact with the ground.	-	-	N/A
Fulcrums/ pivot points are free of pinch or crush hazards.	-	-	N/A
Handholds are provided at each sitting position.	-	-	N/A

Inspector Name Jose Villalon

Signature



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From: [Jose Villalon](#)
To: [Lorena Perez-Diaz](#); [Wayne Shaffer](#); [Jose Villalon](#); [sara@portlavacaevents.com](#); [Edward Tyler](#)
Subject: Re: Playground Safety Checklist - Jose Villalon
Date: Wednesday, August 20, 2025 7:12:20 AM



Playground Safety Checklist

Inspection ID 0038
 Name of Park LaBelle at the Bayfront
 Inspection Date 08-19-2025 11:35 AM

General Inspection

	In Good Condition	Needs Improvement	Notes
Playground area is free of litter and debris	<input checked="" type="checkbox"/>	-	-
Playground area is free of anthills/hazardous insects or toxic plants.	<input checked="" type="checkbox"/>	-	-
Playground area is free of holes and other tripping hazards.	<input checked="" type="checkbox"/>	-	-
Proper signage with rules, hours, and age-appropriate use is posted.	<input checked="" type="checkbox"/>	-	-
Playground area is properly fenced	-	-	N/A
Self latching gate works as designed	-	-	N/A

Surfacing

	In Good Condition	Needs Improvement	Notes
Approved surfacing material is used (i.e. solid rubber, artificial grass or turf, play sand, pea gravel, wood chips, rubber mulch)	<input checked="" type="checkbox"/>	-	-
Surfacing material under and around equipment is adequate depth (6-12 inches)	<input checked="" type="checkbox"/>	-	-
Surfacing material is free of glass, debris, or other foreign objects.	-	<input checked="" type="checkbox"/>	Weeds/needs weed killer
Surfacing material is not compacting or deteriorating.	<input checked="" type="checkbox"/>	-	-
Rubber wear mats are used under high-traffic-use areas and covered by sufficient depth of surfacing material.	<input checked="" type="checkbox"/>	-	-
Proper drainage prevents water from forming puddles.	<input checked="" type="checkbox"/>	-	-

Equipment Hazards

	In Good Condition	Needs Improvement	Notes
Equipment is not damaged or vandalized.	-	<input checked="" type="checkbox"/>	Broken turtle head/ remove turtles
Equipment is free from sharp points, corners, or edges.	<input checked="" type="checkbox"/>	-	-
Protective caps or plugs are not missing or damaged.	<input checked="" type="checkbox"/>	-	-
Equipment is free of potential clothing entanglement hazards.	<input checked="" type="checkbox"/>	-	-
Equipment is free of pinch and crush points or exposed moving parts.	<input checked="" type="checkbox"/>	-	-
Equipment is free of rust, rot, cracks, and splinters.	<input checked="" type="checkbox"/>	-	-
Equipment is free of entrapments.	<input checked="" type="checkbox"/>	-	-
Equipment is safely anchored.	<input checked="" type="checkbox"/>	-	-

Swings

	In Good Condition	Needs Improvement	Notes
Hardware and chains are in good condition.	-	-	N/A
Swings are a safe distance from other playground equipment.	-	-	N/A
Swings are 24 inches apart.	-	-	N/A
Edges of seats are smooth and free from obstructions.	-	-	N/A
Adequate depths of surfacing material extend out a minimum distance of twice the height of the swing.	-	-	N/A

Slides

	In Good Condition	Needs Improvement	Notes
Slides are free of obstructions and protrusions.	<input checked="" type="checkbox"/>	-	-
Equipped with platforms to facilitate access to the sitting position.	<input checked="" type="checkbox"/>	-	-

Platforms are equipped with guardrails or equivalent protective equipment.	<input checked="" type="checkbox"/>	-	-
Exit regions are level.	<input checked="" type="checkbox"/>	-	-

Climbing Equipment

	In Good Condition	Needs Improvement	Notes
Hand grips are secured and do not rotate.	<input checked="" type="checkbox"/>	-	-
Rope or chain ladders are anchored at both ends.	<input checked="" type="checkbox"/>	-	-
Foot holds/ rungs are in good condition and adequately spaced.	<input checked="" type="checkbox"/>	-	-

Seesaws

	In Good Condition	Needs Improvement	Notes
Seesaws are free of cracks, corrosion, and other obvious structural defects.	-	-	N/A
Equipment is provided with spring centering devices or cushioning material to prevent abrupt contact with the ground.	-	-	N/A
Fulcrums/ pivot points are free of pinch or crush hazards.	-	-	N/A
Handholds are provided at each sitting position.	-	-	N/A

Inspector Name Jose Villalon

Signature



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From: [Jose Villalon](#)
To: [Lorena Perez-Diaz](#); [Wayne Shaffer](#); [Jose Villalon](#); [sara@portlavacaevents.com](#); [Edward Tyler](#)
Subject: Re: Playground Safety Checklist - Jose Villalon
Date: Tuesday, August 19, 2025 12:42:31 PM



Playground Safety Checklist

Inspection ID 0031
 Name of Park Butterfly Park
 Inspection Date 08-19-2025 10:30 AM

General Inspection

	In Good Condition	Needs Improvement	Notes
Playground are is free of litter and debris	<input checked="" type="checkbox"/>	-	-
Playground area is free of anthills/hazardous insects or toxic plants.	<input checked="" type="checkbox"/>	-	-
Playground area is free of holes and other tripping hazards.	<input checked="" type="checkbox"/>	-	-
Proper signage with rules, hours, and age-appropriate use is posted.	<input checked="" type="checkbox"/>	-	-
Playground area is properly fenced	-	-	N/A
Self latching gate works as designed	-	-	N/A

Surfacing

	In Good Condition	Needs Improvement	Notes
Approved surfacing material is used (i.e. solid rubber, artificial graass or turf, play sand, pea gravel, wood chips, rubber mulch)	<input checked="" type="checkbox"/>	-	-
Surfacing material under and around equipment is adequate depth (6-12 inches)	<input checked="" type="checkbox"/>	-	-
Surfacing material is free of glass, debris, or other foreign objects.	<input checked="" type="checkbox"/>	-	-
Surfacing material is not compacting or deteriorating.	-	<input checked="" type="checkbox"/>	Material deteriorating/ replace floor
Rubber wear mats are used under high-traffic-use areas and covered by sufficient depth of surfacing material.	-	-	N/A
Proper drainage prevents water from forming puddles.	<input checked="" type="checkbox"/>	-	-

Equipment Hazards

	In Good Condition	Needs Improvement	Notes
Equipment is not damaged or vandalized.	<input checked="" type="checkbox"/>	-	-
Equipment is free from sharp points, corners, or edges.	-	<input checked="" type="checkbox"/>	Sharp edges, rust/ replace playground
Protective caps or plugs are not missing or damaged.	<input checked="" type="checkbox"/>	-	-
Equipment is free of potential clothing entanglement hazards.	<input checked="" type="checkbox"/>	-	-
Equipment is free of pinch and crush points or exposed moving parts.	<input checked="" type="checkbox"/>	-	-
Equipment is free of rust, rot, cracks, and splinters.	-	<input checked="" type="checkbox"/>	Rust, rot, cracks/ replace playground
Equipment is free of entrapments.	<input checked="" type="checkbox"/>	-	-
Equipment is safely anchored.	<input checked="" type="checkbox"/>	-	-

Swings

	In Good Condition	Needs Improvement	Notes
Hardware and chains are in good condition.	<input checked="" type="checkbox"/>	-	-
Swings are a safe distance from other playground equipment.	<input checked="" type="checkbox"/>	-	-
Swings are 24 inches apart.	<input checked="" type="checkbox"/>	-	-
Edges of seats are smooth and free from obstructions.	<input checked="" type="checkbox"/>	-	-
Adequate depths of surfacing material extend out a minimum distance of twice the height of the swing.	<input checked="" type="checkbox"/>	-	-

Slides

	In Good Condition	Needs Improvement	Notes
Slides are free of obstructions and protrusions.	<input checked="" type="checkbox"/>	-	-
Equipped with platforms to facilitate access to the sitting position.	<input checked="" type="checkbox"/>	-	-
Platforms are equipped with guardrails or equivalent protective equipment.	<input checked="" type="checkbox"/>	-	-

Exit regions are level.

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Climbing Equipment

	In Good Condition	Needs Improvement	Notes
Hand grips are secured and do not rotate.	<input checked="" type="checkbox"/>	-	-
Rope or chain ladders are anchored at both ends.	<input checked="" type="checkbox"/>	-	-
Foot holds/ rungs are in good condition and adequately spaced.	<input checked="" type="checkbox"/>	-	-

Seesaws

	In Good Condition	Needs Improvement	Notes
Seesaws are free of cracks, corrosion, and other obvious structural defects.	-	-	N/A
Equipment is provided with spring centering devices or cushioning material to prevent abrupt contact with the ground.	-	-	N/A
Fulcrums/ pivot points are free of pinch or crush hazards.	-	-	N/A
Handholds are provided at each sitting position.	-	-	N/A

Inspector Name

Jose Villalon

Signature



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From: Jose Villalon
To: Lorena Perez-Diaz; Wayne Shaffer; Joe Villalon; sara@portlavacaevents.com; Edward Tyler
Subject: Re: Playground Safety Checklist - Jose Villalon
Date: Tuesday, August 19, 2025 12:42:31 PM



Playground Safety Checklist

Inspection ID 0035
 Name of Park Claret Crossing Park
 Inspection Date 08-19-2025 11:05 AM

General Inspection

	In Good Condition	Needs Improvement	Notes
Playground area is free of litter and debris	<input checked="" type="checkbox"/>	-	-
Playground area is free of anthills/hazardous insects or toxic plants.	<input checked="" type="checkbox"/>	-	-
Playground area is free of holes and other tripping hazards.	<input checked="" type="checkbox"/>	-	-
Proper signage with rules, hours, and age-appropriate use is posted.	<input checked="" type="checkbox"/>	-	-
Playground area is properly fenced	-	-	N/A
Self latching gate works as designed	-	-	N/A

Surfacing

	In Good Condition	Needs Improvement	Notes
Approved surfacing material is used (i.e. solid rubber, artificial grass or turf, play sand, pea gravel, wood chips, rubber mulch)	<input checked="" type="checkbox"/>	-	-
Surfacing material under and around equipment is adequate depth (6-12 inches)	<input checked="" type="checkbox"/>	-	-
Surfacing material is free of glass, debris, or other foreign objects.	-	<input checked="" type="checkbox"/>	Weeds/needs weed killer
Surfacing material is not compacting or deteriorating.	<input checked="" type="checkbox"/>	-	-
Rubber wear mats are used under high-traffic-use areas and covered by sufficient depth of surfacing material.	<input checked="" type="checkbox"/>	-	-
Proper drainage prevents water from forming puddles.	<input checked="" type="checkbox"/>	-	-

Equipment Hazards

	In Good Condition	Needs Improvement	Notes
Equipment is not damaged or vandalized.	<input checked="" type="checkbox"/>	-	-
Equipment is free from sharp points, corners, or edges.	<input checked="" type="checkbox"/>	-	-
Protective caps or plugs are not missing or damaged.	<input checked="" type="checkbox"/>	-	-
Equipment is free of potential clothing entanglement hazards.	<input checked="" type="checkbox"/>	-	-
Equipment is free of pinch and crush points or exposed moving parts.	<input checked="" type="checkbox"/>	-	-
Equipment is free of rust, rot, cracks, and splinters.	<input checked="" type="checkbox"/>	-	-
Equipment is free of entrapments.	<input checked="" type="checkbox"/>	-	-
Equipment is safely anchored.	<input checked="" type="checkbox"/>	-	-

Swings

	In Good Condition	Needs Improvement	Notes
Hardware and chains are in good condition.	<input checked="" type="checkbox"/>	-	-
Swings are a safe distance from other playground equipment.	<input checked="" type="checkbox"/>	-	-
Swings are 24 inches apart.	<input checked="" type="checkbox"/>	-	-
Edges of seats are smooth and free from obstructions.	<input checked="" type="checkbox"/>	-	-
Adequate depths of surfacing material extend out a minimum distance of twice the height of the swing.	<input checked="" type="checkbox"/>	-	-

Slides

	In Good Condition	Needs Improvement	Notes
Slides are free of obstructions and protrusions.	<input checked="" type="checkbox"/>	-	-

Equipped with platforms to facilitate access to the sitting position.	<input checked="" type="checkbox"/>	-	-
Platforms are equipped with guardrails or equivalent protective equipment.	<input checked="" type="checkbox"/>	-	-
Exit regions are level.	<input checked="" type="checkbox"/>	-	-

Climbing Equipment

	In Good Condition	Needs Improvement	Notes
Hand grips are secured and do not rotate.	<input checked="" type="checkbox"/>	-	-
Rope or chain ladders are anchored at both ends.	<input checked="" type="checkbox"/>	-	-
Foot holds/ rungs are in good condition and adequately spaced.	<input checked="" type="checkbox"/>	-	-

Seesaws

	In Good Condition	Needs Improvement	Notes
Seesaws are free of cracks, corrosion, and other obvious structural defects.	<input checked="" type="checkbox"/>	-	-
Equipment is provided with spring centering devices or cushioning material to prevent abrupt contact with the ground.	<input checked="" type="checkbox"/>	-	-
Fulcrums/ pivot points are free of pinch or crush hazards.	<input checked="" type="checkbox"/>	-	-
Handholds are provided at each sitting position.	<input checked="" type="checkbox"/>	-	-

Inspector Name Jose Villalon

Signature



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From: [Jose Villalon](#)
To: [Lorena Perez-Diaz](#); [Wayne Shaffer](#); [Jose Villalon](#); [sara@portaviacaevents.com](#); [Edward Tyler](#)
Subject: Re: Playground Safety Checklist - Jose Villalon
Date: Wednesday, August 20, 2025 7:12:18 AM



Playground Safety Checklist

Inspection ID 0039
 Name of Park George Adams Center St.
 Inspection Date 08-19-2025 02:20 PM

General Inspection

	In Good Condition	Needs Improvement	Notes
Playground area is free of litter and debris	<input checked="" type="checkbox"/>	-	-
Playground area is free of anthills/hazardous insects or toxic plants.	<input checked="" type="checkbox"/>	-	-
Playground area is free of holes and other tripping hazards.	<input checked="" type="checkbox"/>	-	-
Proper signage with rules, hours, and age-appropriate use is posted.	<input checked="" type="checkbox"/>	-	-
Playground area is properly fenced	-	-	N/A
Self latching gate works as designed	-	-	N/A

Surfacing

	In Good Condition	Needs Improvement	Notes
Approved surfacing material is used (i.e. solid rubber, artificial grass or turf, play sand, pea gravel, wood chips, rubber mulch)	-	<input checked="" type="checkbox"/>	Surface is getting redone
Surfacing material under and around equipment is adequate depth (6-12 inches)	-	<input checked="" type="checkbox"/>	Surface is getting redone
Surfacing material is free of glass, debris, or other foreign objects.	-	<input checked="" type="checkbox"/>	Surface is getting redone
Surfacing material is not compacting or deteriorating.	-	<input checked="" type="checkbox"/>	Surface is getting redone
Rubber wear mats are used under high-traffic-use areas and covered by sufficient depth of surfacing material.	-	-	N/A
Proper drainage prevents water from forming puddles.	<input checked="" type="checkbox"/>	-	-

Equipment Hazards

	In Good Condition	Needs Improvement	Notes
Equipment is not damaged or vandalized.	<input checked="" type="checkbox"/>	-	-
Equipment is free from sharp points, corners, or edges.	<input checked="" type="checkbox"/>	-	-
Protective caps or plugs are not missing or damaged.	<input checked="" type="checkbox"/>	-	-
Equipment is free of potential clothing entanglement hazards.	<input checked="" type="checkbox"/>	-	-
Equipment is free of pinch and crush points or exposed moving parts.	<input checked="" type="checkbox"/>	-	-
Equipment is free of rust, rot, cracks, and splinters.	<input checked="" type="checkbox"/>	-	-
Equipment is free of entrapments.	-	<input checked="" type="checkbox"/>	Rust/ resurface,repaint
Equipment is safely anchored.	<input checked="" type="checkbox"/>	-	-

Swings

	In Good Condition	Needs Improvement	Notes
Hardware and chains are in good condition.	<input checked="" type="checkbox"/>	-	-
Swings are a safe distance from other playground equipment.	<input checked="" type="checkbox"/>	-	-
Swings are 24 inches apart.	<input checked="" type="checkbox"/>	-	-
Edges of seats are smooth and free from obstructions.	<input checked="" type="checkbox"/>	-	-
Adequate depths of surfacing material extend out a minimum distance of twice the height of the swing.	<input checked="" type="checkbox"/>	-	-

Slides

	In Good Condition	Needs Improvement	Notes
Slides are free of obstructions and protrusions.	-	-	N/A
Equipped with platforms to facilitate access to the sitting position.	-	-	N/A
Platforms are equipped with guardrails or equivalent protective equipment.	-	-	N/A
Exit regions are level.	-	-	N/A

Climbing Equipment

	In Good Condition	Needs Improvement	Notes
Hand grips are secured and do not rotate.	<input checked="" type="checkbox"/>	-	-
Rope or chain ladders are anchored at both ends.	<input checked="" type="checkbox"/>	-	-
Foot holds/ rungs are in good condition and adequately spaced.	<input checked="" type="checkbox"/>	-	-

Seesaws

	In Good Condition	Needs Improvement	Notes
Seesaws are free of cracks, corrosion, and other obvious structural defects.	-	-	N/A
Equipment is provided with spring centering devices or cushioning material to prevent abrupt contact with the ground.	-	-	N/A
Fulcrums/ pivot points are free of pinch or crush hazards.	-	-	N/A
Handholds are provided at each sitting position.	-	-	N/A

Comments

New surface is getting put in

Inspector Name

Jose Villalon

Signature



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From: [Jose Villalon](#)
To: [Lorena Perez-Diaz](#); [Wayne Shaffer](#); [Joe Villalon](#); [sara@portlavacaevents.com](#); [Edward Tyler](#)
Subject: Re: Playground Safety Checklist - Jose Villalon
Date: Wednesday, August 20, 2025 7:12:16 AM



Playground Safety Checklist

Inspection ID 0040
 Name of Park George Adams JKF Jr. Dr.
 Inspection Date 08-19-2025 02:30 PM

General Inspection

	In Good Condition	Needs Improvement	Notes
Playground are is free of litter and debris	<input checked="" type="checkbox"/>	-	-
Playground area is free of anthills/hazardous insects or toxic plants.	<input checked="" type="checkbox"/>	-	-
Playground area is free of holes and other tripping hazards.	<input checked="" type="checkbox"/>	-	-
Proper signage with rules, hours, and age-appropriate use is posted.	<input checked="" type="checkbox"/>	-	-
Playground area is properly fenced	-	-	N/A
Self latching gate works as designed	-	-	N/A

Surfacing

	In Good Condition	Needs Improvement	Notes
Approved surfacing material is used (i.e. solid rubber, artificial graass or turf, play sand, pea gravel, wood chips, rubber mulch)	<input checked="" type="checkbox"/>	-	-
Surfacing material under and around equipment is adequate depth (6-12 inches)	<input checked="" type="checkbox"/>	-	-
Surfacing material is free of glass, debris, or other foreign objects.	<input checked="" type="checkbox"/>	-	-
Surfacing material is not compacting or deteriorating.	<input checked="" type="checkbox"/>	-	-
Rubber wear mats are used under high-traffic-use areas and covered by sufficient depth of surfacing material.	<input checked="" type="checkbox"/>	-	-
Proper drainage prevents water from forming puddles.	<input checked="" type="checkbox"/>	-	-

Equipment Hazards

	In Good Condition	Needs Improvement	Notes
Equipment is not damaged or vandalized.	<input checked="" type="checkbox"/>	-	-
Equipment is free from sharp points, corners, or edges.	-	<input checked="" type="checkbox"/>	Sharp edges/ resurface or replace
Protective caps or plugs are not missing or damaged.	<input checked="" type="checkbox"/>	-	-
Equipment is free of potential clothing entanglement hazards.	<input checked="" type="checkbox"/>	-	-
Equipment is free of pinch and crush points or exposed moving parts.	<input checked="" type="checkbox"/>	-	-
Equipment is free of rust, rot, cracks, and splinters.	-	<input checked="" type="checkbox"/>	Rust,rot/ replace
Equipment is free of entrapments.	<input checked="" type="checkbox"/>	-	-
Equipment is safely anchored.	-	<input checked="" type="checkbox"/>	Broken chain/ replace chain

Swings

	In Good Condition	Needs Improvement	Notes
Hardware and chains are in good condition.	<input checked="" type="checkbox"/>	-	-
Swings are a safe distance from other playground equipment.	<input checked="" type="checkbox"/>	-	-
Swings are 24 inches apart.	<input checked="" type="checkbox"/>	-	-
Edges of seats are smooth and free from obstructions.	<input checked="" type="checkbox"/>	-	-
Adequate depths of surfacing material extend out a minimum distance of twice the height of the swing.	<input checked="" type="checkbox"/>	-	-

Slides

	In Good Condition	Needs Improvement	Notes
Slides are free of obstructions and protrusions.	-	<input checked="" type="checkbox"/>	Hole in slide/ replace slide
Equipped with platforms to facilitate access to the sitting position.	<input checked="" type="checkbox"/>	-	-

Platforms are equipped with guardrails or equivalent protective equipment.	<input checked="" type="checkbox"/>	-	-
Exit regions are level.	<input checked="" type="checkbox"/>	-	-

Climbing Equipment

	In Good Condition	Needs Improvement	Notes
Hand grips are secured and do not rotate.	<input checked="" type="checkbox"/>	-	-
Rope or chain ladders are anchored at both ends.	-	<input checked="" type="checkbox"/>	Broken chain/ replace chain
Foot holds/ rungs are in good condition and adequately spaced.	<input checked="" type="checkbox"/>	-	-

Seesaws

	In Good Condition	Needs Improvement	Notes
Seesaws are free of cracks, corrosion, and other obvious structural defects.	-	<input checked="" type="checkbox"/>	Dirty, bad paint/ pressure wash, repaint
Equipment is provided with spring centering devices or cushioning material to prevent abrupt contact with the ground.	<input checked="" type="checkbox"/>	-	-
Fulcrums/ pivot points are free of pinch or crush hazards.	<input checked="" type="checkbox"/>	-	-
Handholds are provided at each sitting position.	<input checked="" type="checkbox"/>	-	-

Inspector Name Jose Villalon

Signature



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From: [Jose Villalon](#)
To: [Lorena Perez-Diaz](#); [Wayne Shaffer](#); [Joe Villalon](#); [sara@portlavacaevents.com](#); [Edward Tyler](#)
Subject: Re: Playground Safety Checklist - Jose Villalon
Date: Monday, August 25, 2025 3:28:24 PM



Playground Safety Checklist

Inspection ID 0042
 Name of Park City Park by Ashley Field
 Inspection Date 08-20-2025 09:15 AM

General Inspection

	In Good Condition	Needs Improvement	Notes
Playground are is free of litter and debris	<input checked="" type="checkbox"/>	-	-
Playground area is free of anthills/hazardous insects or toxic plants.	<input checked="" type="checkbox"/>	-	-
Playground area is free of holes and other tripping hazards.	<input checked="" type="checkbox"/>	-	-
Proper signage with rules, hours, and age-appropriate use is posted.	<input checked="" type="checkbox"/>	-	-
Playground area is properly fenced	-	-	N/A
Self latching gate works as designed	-	-	N/A

Surfacing

	In Good Condition	Needs Improvement	Notes
Approved surfacing material is used (i.e. solid rubber, artificial graass or turf, play sand, pea gravel, wood chips, rubber mulch)	<input checked="" type="checkbox"/>	-	-
Surfacing material under and around equipment is adequate depth (6-12 inches)	<input checked="" type="checkbox"/>	-	-
Surfacing material is free of glass, debris, or other foreign objects.	<input checked="" type="checkbox"/>	-	-
Surfacing material is not compacting or deteriorating.	<input checked="" type="checkbox"/>	-	-
Rubber wear mats are used under high-traffic-use areas and covered by sufficient depth of surfacing material.	-	-	N/A
Proper drainage prevents water from forming puddles.	<input checked="" type="checkbox"/>	-	-

Equipment Hazards

	In Good Condition	Needs Improvement	Notes
Equipment is not damaged or vandalized.	-	<input checked="" type="checkbox"/>	Graffiti/ needs some graffiti remover
Equipment is free from sharp points, corners, or edges.	-	<input checked="" type="checkbox"/>	Sharp edges, rust/ replace
Protective caps or plugs are not missing or damaged.	<input checked="" type="checkbox"/>	-	-
Equipment is free of potential clothing entanglement hazards.	<input checked="" type="checkbox"/>	-	-
Equipment is free of pinch and crush points or exposed moving parts.	<input checked="" type="checkbox"/>	-	-
Equipment is free of rust, rot, cracks, and splinters.	-	<input checked="" type="checkbox"/>	Rust, rot/ replace
Equipment is free of entrapments.	<input checked="" type="checkbox"/>	-	-
Equipment is safely anchored.	<input checked="" type="checkbox"/>	-	-

Swings

	In Good Condition	Needs Improvement	Notes
Hardware and chains are in good condition.	-	-	N/A
Swings are a safe distance from other playground equipment.	-	-	N/A
Swings are 24 inches apart.	-	-	N/A
Edges of seats are smooth and free from obstructions.	-	-	N/A
Adequate depths of surfacing material extend out a minimum distance of twice the height of the swing.	-	-	N/A

Slides

	In Good Condition	Needs Improvement	Notes
Slides are free of obstructions and protrusions.	<input checked="" type="checkbox"/>	-	-
Equipped with platforms to facilitate access to the sitting position.	<input checked="" type="checkbox"/>	-	-
Platforms are equipped with guardrails or equivalent protective equipment.	<input checked="" type="checkbox"/>	-	-

Exit regions are level.

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Climbing Equipment

	In Good Condition	Needs Improvement	Notes
Hand grips are secured and do not rotate.	<input checked="" type="checkbox"/>	-	-
Rope or chain ladders are anchored at both ends.	<input checked="" type="checkbox"/>	-	-
Foot holds/ rungs are in good condition and adequately spaced.	-	<input checked="" type="checkbox"/>	Material cracking/ replace

Seesaws

	In Good Condition	Needs Improvement	Notes
Seesaws are free of cracks, corrosion, and other obvious structural defects.	-	-	N/A
Equipment is provided with spring centering devices or cushioning material to prevent abrupt contact with the ground.	-	-	N/A
Fulcrums/ pivot points are free of pinch or crush hazards.	-	-	N/A
Handholds are provided at each sitting position.	-	-	N/A

Inspector Name

Jose Villalon

Signature



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From: [Jose Villalon](#)
To: [Lorena Perez-Diaz](#); [Wayne Shaffer](#); [Jose Villalon](#); [sara@portlavacaevents.com](#); [Edward Tyler](#)
Subject: Re: Playground Safety Checklist - Jose Villalon
Date: Monday, August 25, 2025 3:28:24 PM



Playground Safety Checklist

Inspection ID 0041
 Name of Park City Park Main
 Inspection Date 08-20-2025 09:30 AM

General Inspection

	In Good Condition	Needs Improvement	Notes
Playground are is free of litter and debris	-	-	-
Playground area is free of anthills/hazardous insects or toxic plants.	-	-	-
Playground area is free of holes and other tripping hazards.	-	-	-
Proper signage with rules, hours, and age-appropriate use is posted.	-	-	-
Playground area is properly fenced	-	-	N/A
Self latching gate works as designed	-	-	N/A

Surfacing

	In Good Condition	Needs Improvement	Notes
Approved surfacing material is used (i.e. solid rubber, artificial graass or turf, play sand, pea gravel, wood chips, rubber mulch)	-	<input checked="" type="checkbox"/>	Needs more mulch/ add more mulch to low spots
Surfacing material under and around equipment is adequate depth (6-12 inches)	<input checked="" type="checkbox"/>	-	-
Surfacing material is free of glass, debris, or other foreign objects.	<input checked="" type="checkbox"/>	-	-
Surfacing material is not compacting or deteriorating.	-	<input checked="" type="checkbox"/>	Deteriorating/ add more mulch
Rubber wear mats are used under high-traffic-use areas and covered by sufficient depth of surfacing material.	<input checked="" type="checkbox"/>	-	-
Proper drainage prevents water from forming puddles.	<input checked="" type="checkbox"/>	-	-

Equipment Hazards

	In Good Condition	Needs Improvement	Notes
Equipment is not damaged or vandalized.	-	<input checked="" type="checkbox"/>	Graffiti/ needs graffiti remover
Equipment is free from sharp points, corners, or edges.	-	<input checked="" type="checkbox"/>	Sharp edges, rust/ replace
Protective caps or plugs are not missing or damaged.	<input checked="" type="checkbox"/>	-	-
Equipment is free of potential clothing entanglement hazards.	<input checked="" type="checkbox"/>	-	-
Equipment is free of pinch and crush points or exposed moving parts.	<input checked="" type="checkbox"/>	-	-
Equipment is free of rust, rot, cracks, and splinters.	-	<input checked="" type="checkbox"/>	Rust, rot/ replace
Equipment is free of entrapments.	<input checked="" type="checkbox"/>	-	-
Equipment is safely anchored.	<input checked="" type="checkbox"/>	-	-

Swings

	In Good Condition	Needs Improvement	Notes
Hardware and chains are in good condition.	<input checked="" type="checkbox"/>	-	-
Swings are a safe distance from other playground equipment.	<input checked="" type="checkbox"/>	-	-
Swings are 24 inches apart.	<input checked="" type="checkbox"/>	-	-
Edges of seats are smooth and free from obstructions.	-	<input checked="" type="checkbox"/>	Rough edges/ replace
Adequate depths of surfacing material extend out a minimum distance of twice the height of the swing.	<input checked="" type="checkbox"/>	-	-

Slides

	In Good Condition	Needs Improvement	Notes
Slides are free of obstructions and protrusions.	<input checked="" type="checkbox"/>	-	-
Equipped with platforms to facilitate access to the sitting position.	<input checked="" type="checkbox"/>	-	-
Platforms are equipped with guardrails or equivalent protective equipment.		-	-

	<input checked="" type="checkbox"/>		
Exit regions are level.	<input checked="" type="checkbox"/>	-	-

Climbing Equipment

	In Good Condition	Needs Improvement	Notes
Hand grips are secured and do not rotate.	<input checked="" type="checkbox"/>	-	-
Rope or chain ladders are anchored at both ends.	<input checked="" type="checkbox"/>	-	-
Foot holds/ rungs are in good condition and adequately spaced.	<input checked="" type="checkbox"/>	-	-

Seesaws

	In Good Condition	Needs Improvement	Notes
Seesaws are free of cracks, corrosion, and other obvious structural defects.	-	-	N/A
Equipment is provided with spring centering devices or cushioning material to prevent abrupt contact with the ground.	-	-	N/A
Fulcrums/ pivot points are free of pinch or crush hazards.	-	-	N/A
Handholds are provided at each sitting position.	-	-	N/A

Comments Had to tighten up a handrail, mulch needs to be added in some areas

Inspector Name Jose Villalon

Signature 

You can [edit this submission](#) and [view all your submissions](#) easily.

COMMUNICATION

SUBJECT: Receive update on park assignments from park board members.

INFORMATION:

COMMUNICATION

SUBJECT: Receive financial status report on the Parks Recreation Department.

INFORMATION:

FUND : 001-GENERAL FUND

PERIOD TO USE: Jul-2025 THRU Jul-2025

DEPT : 0501 PARKS & RECREATION

SUPPRESS ZEROS

ACCOUNTS: ALL

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/PO/JE #	NOTE	=====AMOUNT=====	=====BAL=====
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Item #5.

50501511.01 SALARIES & WAGES
B E G I N N I N G B A L A N C E 138,881.51

7/03/25	6/30	P06721	PYEXP		01685 BI-WEEKLY & SALLARY PAYROLL				6,926.00	145,807.51
7/18/25	7/15	P06724	PYEXP		01686 BI-WEEKLY & SALARY PAYROLL				7,361.28	153,168.79
				=====	JULY ACTIVITY	DB:	14,287.28	CR:	0.00	14,287.28

50501511.07 SALARIES & WAGES-OVERTIME
B E G I N N I N G B A L A N C E 24,395.73

7/03/25	6/30	P06721	PYEXP		01685 BI-WEEKLY & SALLARY PAYROLL				2,402.75	26,798.48
7/18/25	7/15	P06724	PYEXP		01686 BI-WEEKLY & SALARY PAYROLL				1,682.98	28,481.46
				=====	JULY ACTIVITY	DB:	4,085.73	CR:	0.00	4,085.73

50501512.05 EMPLOYER-SOCIAL SECURITY
B E G I N N I N G B A L A N C E 13,297.12

7/03/25	7/29	B50966			21471 RECLASS DEDUCTIONS		JE# 030096		1.86CR	13,295.26
7/15/25	7/15	A51668	DFT: 001048		11769 FICA WITHHOLDING		100011		533.84	13,829.10
					INTERNAL REVENUE SERVICE	INV# T3	202507151177	/PO#		
7/15/25	7/15	A51668	DFT: 001048		11769 MEDICARE WITHHOLDING		100011		124.84	13,953.94
					INTERNAL REVENUE SERVICE	INV# T4	202507151177	/PO#		
7/18/25	7/29	B50967			21471 RECLASS DEDUCTIONS		JE# 030097		12.46CR	13,941.48
				=====	JULY ACTIVITY	DB:	658.68	CR:	14.32CR	644.36

50501512.10 EMPLOYER-T.M.R.S.
B E G I N N I N G B A L A N C E 10,636.25

7/03/25	7/25	A52033	DFT: 001065		11770 TMRS-RETIREMENT		100008		553.19	11,189.44
					TEXAS MUNICIPAL	INV#	110202506301135	/PO#		
7/03/25	7/29	B50966			21471 RECLASS DEDUCTIONS		JE# 030096		1.51CR	11,187.93
7/18/25	7/25	A52034	DFT: 001065		11770 TMRS-RETIREMENT		100008		536.32	11,724.25
					TEXAS MUNICIPAL	INV#	110202507151177	/PO#		
7/18/25	7/29	B50967			21471 RECLASS DEDUCTIONS		JE# 030097		10.11CR	11,714.14
				=====	JULY ACTIVITY	DB:	1,089.51	CR:	11.62CR	1,077.89

50501512.20 GROUP H/D INS PREMIUMS
B E G I N N I N G B A L A N C E 40,406.67

7/03/25	7/25	A52042	CHK: 069122		11770 HEALTH/DENTAL INSURANCE		100419		12.42	40,419.09
					TML - IEBP	INV#	1ED202506301135	/PO#		

FUND : 001-GENERAL FUND

PERIOD TO USE:

Jul-2025

THRU Jul-2025

DEPT : 0501

PARKS & RECREATION

SUPPRESS ZEROS

ACCOUNTS: ALL

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/PO/JE #	NOTE	=====AMOUNT=====	=====BAL=====	Item #5.
7/03/25	7/25	A52044	CHK: 069122		11770 HEALTH/DENTAL INSURANCE	100419			314.88	40,733.97	
					TML - IEBP	INV# 1EM202506301135	/PO#				
7/03/25	7/25	A52048	CHK: 069122		11770 HEALTH/DENTAL INSURANCE	100419			62.64	40,796.61	
					TML - IEBP	INV# 1FD202506301135	/PO#				
7/03/25	7/25	A52050	CHK: 069122		11770 HEALTH/DENTAL INSURANCE	100419			904.71	41,701.32	
					TML - IEBP	INV# 1FM202506301135	/PO#				
7/03/25	7/25	A52054	CHK: 069122		11770 HEALTH/DENTAL INSURANCE	100419			592.06	42,293.38	
					TML - IEBP	INV# 1SM202506301135	/PO#				
7/03/25	7/29	B50966			21471 RECLASS DEDUCTIONS	JE# 030096			5.80CR	42,287.58	
7/18/25	7/25	A52043	CHK: 069122		11770 HEALTH/DENTAL INSURANCE	100419			13.61	42,301.19	
					TML - IEBP	INV# 1ED202507151177	/PO#				
7/18/25	7/25	A52045	CHK: 069122		11770 HEALTH/DENTAL INSURANCE	100419			345.02	42,646.21	
					TML - IEBP	INV# 1EM202507151177	/PO#				
7/18/25	7/25	A52049	CHK: 069122		11770 HEALTH/DENTAL INSURANCE	100419			62.64	42,708.85	
					TML - IEBP	INV# 1FD202507151177	/PO#				
7/18/25	7/25	A52051	CHK: 069122		11770 HEALTH/DENTAL INSURANCE	100419			904.71	43,613.56	
					TML - IEBP	INV# 1FM202507151177	/PO#				
7/18/25	7/25	A52055	CHK: 069122		11770 HEALTH/DENTAL INSURANCE	100419			592.06	44,205.62	
					TML - IEBP	INV# 1SM202507151177	/PO#				
7/18/25	7/29	B50967			21471 RECLASS DEDUCTIONS	JE# 030097			37.13CR	44,168.49	
7/21/25	7/25	A52039	CHK: 069122		11770 TML - IEBP	100419			42.89CR	44,125.60	
					TML - IEBP	INV# PPORTLA12508-1	/PO#				
7/21/25	7/25	A52056	CHK: 069122		11770 COBRA ADMIN FEE	100419			3.32	44,128.92	
					TML - IEBP	INV# PPORTLA12508	/PO#				
			=====		JULY ACTIVITY DB:	3,808.07	CR:	85.82CR	3,722.25		

50501522.01

AG & BOTANICAL

B E G I N N I N G B A L A N C E

174.24

7/02/25	7/02	A51457	CHK: 068988		11740 CHEMICALS	103940			622.50	796.74	
					SIMPLLOT GROWER SOLUTIONS	INV# 954003657	/PO#				
			=====		JULY ACTIVITY DB:	622.50	CR:	0.00	622.50		

50501523.03

CLEANING & JANITORIAL

B E G I N N I N G B A L A N C E

12,720.65

7/02/25	7/02	A51326	CHK: 068954		11740 TRASH BAGS, BLEACH & GLO	100190			907.72	13,628.37	
					GULF COAST PAPER COMPANY	INV# 2654378	/PO#				
7/02/25	7/02	A51401	CHK: 069001		11740 CLEANING SUPPLIES	102621			144.21	13,772.58	
					UNIFIRST CORPORATION	INV# 2680099047	/PO#				
7/02/25	7/02	A51403	CHK: 069001		11740 CLEANING SUPPLIES	102621			273.41	14,045.99	
					UNIFIRST CORPORATION	INV# 2680100396	/PO#				
7/30/25	7/31	A52152	CHK: 069179		11777 CLEANER & TRASH BAGS	100190			1,559.60	15,605.59	
					GULF COAST PAPER COMPANY	INV# 2661174	/PO#				
7/30/25	7/31	A52154	CHK: 069179		11777 CLEANING SUPPLIES & TRAS	100190			1,283.40	16,888.99	
					GULF COAST PAPER COMPANY	INV# 2664629	/PO#				

FUND : 001-GENERAL FUND

PERIOD TO USE: Jul-2025 THRU Jul-2025

DEPT : 0501

PARKS & RECREATION

SUPPRESS ZEROS

ACCOUNTS: ALL

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/PO/JE #	NOTE	=====AMOUNT=====	=====BAL=====	Item #5.
7/30/25	7/31	A52227	CHK: 069223		11777 CLEANING SUPPLIES		102621		150.89	17,039.88	
					UNIFIRST CORPORATION	INV#	2680102468	/PO#			
7/30/25	7/31	A52272	CHK: 069196		11777 TRASH BAGS		104002		200.00	17,239.88	
					B F T LP	INV#	43439455	/PO#			
			=====		JULY ACTIVITY DB:		4,519.23 CR:		0.00	4,519.23	

50501524.01

UNIFORMS

B E G I N N I N G B A L A N C E

1,514.22

7/02/25	7/02	A51310	CHK: 068931		11740 UNIFORMS		100109		29.24	1,543.46	
					CINTAS - R.U.S., LP	INV#	4232759611	/PO#			
7/02/25	7/02	A51318	CHK: 068931		11740 UNIFORMS		100109		29.24	1,572.70	
					CINTAS - R.U.S., LP	INV#	4233496185	/PO#			
7/16/25	7/17	A51696	CHK: 069047		11757 UNIFORMS		100109		29.24	1,601.94	
					CINTAS - R.U.S., LP	INV#	4234220777	/PO#			
7/30/25	7/31	A52128	CHK: 069157		11777 UNIFORMS		100109		29.24	1,631.18	
					CINTAS - R.U.S., LP	INV#	4234952356	/PO#			
7/30/25	7/31	A52135	CHK: 069157		11777 UNIFORMS		100109		29.24	1,660.42	
					CINTAS - R.U.S., LP	INV#	4235597152	/PO#			
7/30/25	7/31	A52140	CHK: 069157		11777 UNIFORMS		100109		29.24	1,689.66	
					CINTAS - R.U.S., LP	INV#	4236425886	/PO#			
			=====		JULY ACTIVITY DB:		175.44 CR:		0.00	175.44	

50501525.01

FUEL

B E G I N N I N G B A L A N C E

5,489.90

7/02/25	7/02	A51397	CHK: 068946		11740 FUEL JUNE 2025		102490		753.49	6,243.39	
					U.S. BANK NATIONAL ASSOCI	INV#	06/2025	/PO#			
7/02/25	7/02	A51397	CHK: 068946		11740 FUEL JUNE 2025		102490		3.03CR	6,240.36	
					U.S. BANK NATIONAL ASSOCI	INV#	06/2025	/PO#			
7/30/25	7/31	A52224	CHK: 069173		11777 FUEL JULY 2025		102490		857.60	7,097.96	
					U.S. BANK NATIONAL ASSOCI	INV#	07/2025	/PO#			
7/30/25	7/31	A52224	CHK: 069173		11777 FUEL JULY 2025		102490		3.82CR	7,094.14	
					U.S. BANK NATIONAL ASSOCI	INV#	07/2025	/PO#			
			=====		JULY ACTIVITY DB:		1,611.09 CR:		6.85CR	1,604.24	

50501526.01

GENERAL SAFETY & TOOLS

B E G I N N I N G B A L A N C E

2,388.55

7/02/25	7/02	A51466	CHK: 068965		11740 RETURN		104345		7.04CR	2,381.51	
					THIRD COAST DISTRIBUTING,	INV#	042955	/PO#			
7/02/25	7/02	A51470	CHK: 068965		11740 TIRE VALVE STEM TOOL		104345		7.04	2,388.55	
					THIRD COAST DISTRIBUTING,	INV#	042939	/PO#			

FUND : 001-GENERAL FUND

PERIOD TO USE: Jul-2025 THRU Jul-2025

DEPT : 0501

PARKS & RECREATION

SUPPRESS ZEROS

ACCOUNTS: ALL

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/PO/JE #	NOTE	=====AMOUNT=====	=====BAL=====	Item #5.
7/16/25	7/17	A51783	CHK: 069031		11757 INSECT REPELLENT	101258			104.68	2,493.23	
					ACE HARDWARE	INV# 200236	/PO#				
7/16/25	7/17	A51839	CHK: 069091		11757 CUTTER WHEEL	102750			7.59	2,500.82	
					POWER HARDWARE, LLC	INV# A118057	/PO#				
			=====		JULY ACTIVITY DB:	119.31 CR:		7.04CR	112.27		

50501533.14					CONTRACTED SERVICES						
					B E G I N N I N G B A L A N C E					21,087.50	
7/16/25	7/17	A51682	CHK: 069087		11773 MOWING	103938			912.50	22,000.00	
					WARD, PAUL KEVIN	INV# INV0403	/PO# 25-00016				
			=====		JULY ACTIVITY DB:	912.50 CR:		0.00	912.50		

50501536.01					ELECTRICITY						
					B E G I N N I N G B A L A N C E					36,590.01	
7/02/25	7/02	A51409	CHK: 068948		11740 ELECTRICITY SVCS JUNE 20	102645			4,466.58	41,056.59	
					GEXA ENERGY, LP	INV# 34478273-4	/PO#				
			=====		JULY ACTIVITY DB:	4,466.58 CR:		0.00	4,466.58		

50501536.02					TELEPHONE						
					B E G I N N I N G B A L A N C E					1,454.28	
7/02/25	7/02	A51388	CHK: 069006		11740 CELL PHONE CHARGES	102014			160.93	1,615.21	
					VERIZON WIRELESS	INV# 6116183551	/PO#				
7/30/25	7/31	A52212	CHK: 069229		11777 CELL PHONE CHARGES	102014			160.89	1,776.10	
					VERIZON WIRELESS	INV# 6118697603	/PO#				
			=====		JULY ACTIVITY DB:	321.82 CR:		0.00	321.82		

50501536.03					WATER						
					B E G I N N I N G B A L A N C E					13,194.37	
7/02/25	7/02	A51335	CHK: 068977		11740 WATER / SEWER JUNE 2025	100335			3,318.70	16,513.07	
					PORT LAVACA, CITY OF	INV# 06/2025	/PO#				
7/30/25	7/31	A52158	CHK: 069201		11777 WATER / SEWER JULY 2025	100335			4,114.95	20,628.02	
					PORT LAVACA, CITY OF	INV# 07/2025	/PO#				
			=====		JULY ACTIVITY DB:	7,433.65 CR:		0.00	7,433.65		

FUND : 001-GENERAL FUND

PERIOD TO USE: Jul-2025 THRU Jul-2025

DEPT : 0501

PARKS & RECREATION

SUPPRESS ZEROS

ACCOUNTS: ALL

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/PO/JE #	NOTE	=====AMOUNT=====	=====BAL=====	Item #5.

50501543.04			R & M IMPROVEMENT OTB								
			B E G I N N I N G B A L A N C E								23,475.18
7/16/25	7/17	A51807	CHK: 069031	11757	DRILL BIT & DOOR HINGE	101258			5.48	23,480.66	
					ACE HARDWARE	INV# 200580	/PO#				
7/16/25	7/17	A51826	DFT: 001052	11757	SPRINKLER MATERIALS	102565			142.38	23,623.04	
					CARD SERVICE CENTER	INV# 0305/062025	/PO#				
7/30/25	7/31	A52147	CHK: 069170	11777	DRILL BIT & ANCHORS	100163			745.21	24,368.25	
					FASTENAL COMPANY	INV# TXPOT277023	/PO#				
7/30/25	7/31	A52148	CHK: 069170	11777	SCREWS	100163			224.24	24,592.49	
					FASTENAL COMPANY	INV# TXPOT277075	/PO#				
7/30/25	7/31	A52149	CHK: 069170	11777	DRILL BIT	100163			55.43	24,647.92	
					FASTENAL COMPANY	INV# TXPOT277106	/PO#				
7/30/25	7/31	A52172	CHK: 069209	11777	BASEBALL DIRT	100379			1,480.00	26,127.92	
					REXCO INC	INV# 253912	/PO#				
7/30/25	7/31	A52184	CHK: 069175	11777	CONCRETE REPAIR	100526			1,200.00	27,327.92	
					GONZALES CONTRACTING INC	INV# 25-032	/PO#				
7/30/25	7/31	A52291	CHK: 069219	11777	BACKFLOW REPAIR & TESTS	104476			150.00	27,477.92	
					TEXAS UTILITIES & ENVIRON	INV# 101071	/PO#				
			=====		JULY ACTIVITY DB:	4,002.74	CR:	0.00	4,002.74		

50501543.10			SWIMMING POOL OPERATIONS								
			B E G I N N I N G B A L A N C E								11,614.12
7/02/25	7/02	A51335	CHK: 068977	11740	WATER / SEWER JUNE 2025	100335			134.17	11,748.29	
					PORT LAVACA, CITY OF	INV# 06/2025	/PO#				
7/02/25	7/02	A51365	CHK: 069008	11740	MOTOR	100455			2,895.99	14,644.28	
					VICTORIA POOL SERVICE & S	INV# 6247	/PO#				
7/02/25	7/02	A51366	CHK: 069008	11740	POOL SUPPLIES	100455			933.81	15,578.09	
					VICTORIA POOL SERVICE & S	INV# 6287	/PO#				
7/02/25	7/02	A51367	CHK: 069008	11740	POOL SUPPLIES	100455			975.80	16,553.89	
					VICTORIA POOL SERVICE & S	INV# 6602	/PO#				
7/02/25	7/02	A51413	CHK: 068979	11740	OUTLET & CONNECTOR	102750			67.58	16,621.47	
					POWER HARDWARE, LLC	INV# A119682	/PO#				
7/02/25	7/02	A51414	CHK: 068979	11740	CONNECTOR & WIRE	102750			53.84	16,675.31	
					POWER HARDWARE, LLC	INV# A119862	/PO#				
7/02/25	7/02	A51421	CHK: 068945	11740	PHONE CHARGES JUNE 2025	102882			55.58	16,730.89	
					FRONTIER SOUTHWEST INC	INV# 18830907065/062025	/PO#				
7/02/25	7/02	A51449	CHK: 068999	11740	4FT LED LIGHTS	103091			435.66	17,166.55	
					TURTLE & HUGHES, INC.	INV# 6835508-00	/PO#				
7/16/25	7/17	A51773	CHK: 069031	11757	RUBBER CEMENT & DOOR HAN	101258			68.94	17,235.49	
					ACE HARDWARE	INV# 200083	/PO#				
7/16/25	7/17	A51838	CHK: 069091	11757	WASHER & COMPOUND	102750			11.98	17,247.47	
					POWER HARDWARE, LLC	INV# A117930	/PO#				
7/30/25	7/31	A52158	CHK: 069201	11777	WATER / SEWER JULY 2025	100335			1,478.07	18,725.54	
					PORT LAVACA, CITY OF	INV# 07/2025	/PO#				

FUND : 001-GENERAL FUND

PERIOD TO USE: Jul-2025 THRU Jul-2025

DEPT : 0501 PARKS & RECREATION

SUPPRESS ZEROS

ACCOUNTS: ALL

POST	DATE	TRAN #	REFERENCE	PACKET=====DESCRIPTION=====	VEND	INV/PO/JE #	NOTE	=====AMOUNT=====	=====BAL=====	Item #5.
7/30/25	7/31	A52233	CHK: 069172	11777 PHONE CHARGES JULY 2025	102882			97.80	18,823.34	
				FRONTIER SOUTHWEST INC	INV#	1830907065/072025	/PO#			
7/30/25	7/31	A52324	CHK: 069148	11786 CHLORINE TABLETS	103949			6,300.00	25,123.34	
				BIG TEX POOL SUPPLIES	INV#	8982	/PO# 25-00124			
			=====	JULY ACTIVITY	DB:	13,509.22	CR:	0.00	13,509.22	

50501544.55	R & M- VEHICLES & TRAILERS		
	B E G I N N I N G	B A L A N C E	19,803.09

7/07/25	7/08	C50829	RCPT 01268541	14189 TML				1,331.23CR	18,471.86
			=====	JULY ACTIVITY	DB:	0.00	CR:	1,331.23CR	1,331.23CR

50501544.65	R & M- MACHINERY & EQUIPMENT	
	B E G I N N I N G B A L A N C E	4,809.65

7/02/25	7/02	A51471	CHK: 068965	11740 LINK KIT	104345		7.49	4,817.14
				THIRD COAST DISTRIBUTING,	INV# 043032	/PO#		
7/02/25	7/02	A51475	CHK: 068965	11740 GEAR OIL & WRENCH	104345		37.97	4,855.11
				THIRD COAST DISTRIBUTING,	INV# 047029	/PO#		
7/02/25	7/02	A51480	CHK: 068965	11740 CARBURETOR CLEANER	104345		16.56	4,871.67
				THIRD COAST DISTRIBUTING,	INV# 048393	/PO#		
7/02/25	7/02	A51481	CHK: 068965	11740 OIL, OIL FILTER & RAGS	104345		66.63	4,938.30
				THIRD COAST DISTRIBUTING,	INV# 048426	/PO#		
		=====		JULY ACTIVITY	DB: 128.65	CR: 0.00	128.65	

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                                000 ERRORS IN THIS REPORT!
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** REPORT TOTALS **	--- DEBITS ---	--- CREDITS ---
BEGINNING BALANCES:	692,056.00	0.00
REPORTED ACTIVITY:	61,752.00	1,456.88CR
ENDING BALANCES:	753,808.01	1,456.88CR
TOTAL FUND ENDING BALANCE:	752,351.13	

SELECTION CRITERIA

Item #5.

FISCAL YEAR: Oct-2024 / Sep-2025
FUND: Include: 001
PERIOD TO USE: Jul-2025 THRU Jul-2025
TRANSACTIONS: BOTH

ACCOUNT SELECTION

ACCOUNT RANGE: THRU ZZZZZZZZZZZZZZ
DEPARTMENT RANGE: 0501 THRU 0501
ACTIVE FUNDS ONLY: NO
ACTIVE ACCOUNT ONLY: NO
INCLUDE RESTRICTED ACCOUNTS: NO
DIGIT SELECTION:

PRINT OPTIONS DETAIL

OMIT ACCOUNTS WITH NO ACTIVITY: YES
PRINT ENCUMBRANCES: NO
PRINT VENDOR NAME: YES
PRINT PROJECTS: NO
PRINT JOURNAL ENTRY NOTES: NO
PRINT MONTHLY TOTALS: YES
PRINT GRAND TOTALS: NO
PRINT: INVOICE/PO #
PAGE BREAK BY: NONE

*** END OF REPORT ***

FUND : 503-BEACH OPERATING FUND

PERIOD TO USE: Jul-2025 THRU Jul-2025

DEPT : 1000 OPERATIONS

SUPPRESS ZEROS

ACCOUNTS: ALL

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/PO/JE #	NOTE	=====AMOUNT=====	=====BAL=====
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Item #5.

51000511.01	SALARIES & WAGES									
	B E G I N N I N G B A L A N C E									20,153.09

7/03/25	6/30	P06721	PYEXP		01685 BI-WEEKLY & SALLARY PAYROLL				1,318.27	21,471.36
7/18/25	7/15	P06724	PYEXP		01686 BI-WEEKLY & SALARY PAYROLL				1,522.47	22,993.83
			=====		JULY ACTIVITY	DB:	2,840.74	CR:	0.00	2,840.74

51000511.07	SALARIES & WAGES-OVERTIME									
	B E G I N N I N G B A L A N C E									1,058.90

7/18/25	7/15	P06724	PYEXP		01686 BI-WEEKLY & SALARY PAYROLL				41.64	1,100.54
			=====		JULY ACTIVITY	DB:	41.64	CR:	0.00	41.64

51000512.05	EMPLOYER-SOCIAL SECURITY									
	B E G I N N I N G B A L A N C E									1,745.15

7/15/25	7/15	A51668	DFT: 001048		11769 FICA WITHHOLDING	100011			93.06	1,838.21
					INTERNAL REVENUE SERVICE	INV# T3 202507151177	/PO#			
7/15/25	7/15	A51668	DFT: 001048		11769 MEDICARE WITHHOLDING	100011			21.76	1,859.97
					INTERNAL REVENUE SERVICE	INV# T4 202507151177	/PO#			
			=====		JULY ACTIVITY	DB:	114.82	CR:	0.00	114.82

51000512.10	EMPLOYER-T.M.R.S.									
	B E G I N N I N G B A L A N C E									1,390.70

7/03/25	7/25	A52033	DFT: 001065		11770 TMRS-RETIREMENT	100008			78.17	1,468.87
					TEXAS MUNICIPAL	INV# 110202506301135	/PO#			
7/18/25	7/25	A52034	DFT: 001065		11770 TMRS-RETIREMENT	100008			92.75	1,561.62
					TEXAS MUNICIPAL	INV# 110202507151177	/PO#			
			=====		JULY ACTIVITY	DB:	170.92	CR:	0.00	170.92

51000512.20	GROUP H/D INS PREMIUMS									
	B E G I N N I N G B A L A N C E									5,791.92

7/03/25	7/25	A52042	CHK: 069122		11770 HEALTH/DENTAL INSURANCE	100419			12.20	5,804.12
					TML - IEBP	INV# 1ED202506301135	/PO#			
7/03/25	7/25	A52044	CHK: 069122		11770 HEALTH/DENTAL INSURANCE	100419			309.30	6,113.42
					TML - IEBP	INV# 1EM202506301135	/PO#			
7/18/25	7/25	A52043	CHK: 069122		11770 HEALTH/DENTAL INSURANCE	100419			12.20	6,125.62
					TML - IEBP	INV# 1ED202507151177	/PO#			

FUND : 503-BEACH OPERATING FUND

PERIOD TO USE: Jul-2025 THRU Jul-2025

DEPT : 1000 OPERATIONS

SUPPRESS ZEROS

ACCOUNTS: ALL

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/PO/JE #	NOTE	=====AMOUNT=====	=====BAL=====
7/18/25	7/25	A52045	CHK: 069122		11770 HEALTH/DENTAL INSURANCE	100419			309.30	6,434.92
					TML - IEBP	INV# 1EM202507151177	/PO#			
7/21/25	7/25	A52056	CHK: 069122		11770 COBRA ADMIN FEE	100419			0.55	6,435.47
					TML - IEBP	INV# PPORTLA12508	/PO#			
			=====		JULY ACTIVITY	DB: 643.55	CR: 0.00		643.55	

Item #5.

51000521.01

OFFICE

B E G I N N I N G B A L A N C E

37.56

7/30/25	7/31	A52109	CHK: 069142		11777 BUSINESS CARDS	100040			79.00	116.56
					ANNOUNCEMENTS PLUS TOO..	INV# 6900	/PO#			
			=====		JULY ACTIVITY	DB: 79.00	CR: 0.00		79.00	

51000526.01

GENERAL SAFETY & TOOLS

B E G I N N I N G B A L A N C E

77.88

7/02/25	7/02	A51324	CHK: 068943		11740 COOLING BANDANA & SHACKL	100163			34.94	112.82
					FASTENAL COMPANY	INV# TXPOT276673	/PO#			
7/16/25	7/17	A51800	CHK: 069031		11757 GARDEN HOE, CONDUIT & CO	101258			17.56	130.38
					ACE HARDWARE	INV# 200507	/PO#			
			=====		JULY ACTIVITY	DB: 52.50	CR: 0.00		52.50	

51000536.01

ELECTRICITY

B E G I N N I N G B A L A N C E

15,362.02

7/02/25	7/02	A51409	CHK: 068948		11740 ELECTRICITY SVCS JUNE 20	102645			2,962.14	18,324.16
					GEXA ENERGY, LP	INV# 34478273-4	/PO#			
			=====		JULY ACTIVITY	DB: 2,962.14	CR: 0.00		2,962.14	

51000536.02

TELEPHONE

B E G I N N I N G B A L A N C E

393.18

7/02/25	7/02	A51421	CHK: 068945		11740 PHONE CHARGES JUNE 2025	102882			161.01	554.19
					FRONTIER SOUTHWEST INC	INV# 18830907065/062025	/PO#			
7/30/25	7/31	A52233	CHK: 069172		11777 PHONE CHARGES JULY 2025	102882			223.21	777.40
					FRONTIER SOUTHWEST INC	INV# 1830907065/072025	/PO#			
			=====		JULY ACTIVITY	DB: 384.22	CR: 0.00		384.22	

FUND : 503-BEACH OPERATING FUND

PERIOD TO USE: Jul-2025 THRU Jul-2025

DEPT : 1000 OPERATIONS

SUPPRESS ZEROS

ACCOUNTS: ALL

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/PO/JE #	NOTE	=====AMOUNT=====	=====BAL=====	Item #5.

51000536.03			WATER								
					B E G I N N I N G		B A L A N C E			4,647.07	
7/02/25	7/02	A51335	CHK: 068977		11740 WATER / SEWER JUNE 2025	100335			778.60	5,425.67	
					PORT LAVACA, CITY OF	INV# 06/2025	/PO#				
7/30/25	7/31	A52158	CHK: 069201		11777 WATER / SEWER JULY 2025	100335			874.12	6,299.79	
					PORT LAVACA, CITY OF	INV# 07/2025	/PO#				
			=====		JULY ACTIVITY	DB: 1,652.72	CR: 0.00		1,652.72		

51000543.04			R & M- IMPROVEMENT OTB								
					B E G I N N I N G		B A L A N C E			15,966.87	
7/02/25	7/02	A51412	CHK: 068979		11740 CONDUIT & COUPLINGS	102750			28.61	15,995.48	
					POWER HARDWARE, LLC	INV# A119394	/PO#				
7/02/25	7/02	A51415	CHK: 068979		11740 CONDUIT & COUPLINGS	102750			99.20	16,094.68	
					POWER HARDWARE, LLC	INV# B77253	/PO#				
7/02/25	7/02	A51451	CHK: 068999		11740 WIFI WIRE	103091			1,020.00	17,114.68	
					TURTLE & HUGHES, INC.	INV# 6852403-00	/PO#				
7/02/25	7/02	A51452	CHK: 068999		11740 WIFI INSTALLATION MATERI	103091			482.86	17,597.54	
					TURTLE & HUGHES, INC.	INV# 6856918-00	/PO#				
7/03/25	7/03	A51621	CHK: 069012		11750 BEE REMOVAL	104623			250.00	17,847.54	
					TURLEY, JAMES	INV# 1268	/PO#				
7/16/25	7/17	A51772	CHK: 069031		11757 HARDWARE & PLIERS	101258			61.93	17,909.47	
					ACE HARDWARE	INV# 200030	/PO#				
7/16/25	7/17	A51793	CHK: 069031		11757 PIPE CUTTER & CONNECTORS	101258			193.62	18,103.09	
					ACE HARDWARE	INV# 200448	/PO#				
7/16/25	7/17	A51826	DFT: 001052		11757 SPRINKLER MATERIALS	102565			142.37	18,245.46	
					CARD SERVICE CENTER	INV# 0305/062025	/PO#				
7/16/25	7/17	A51850	CHK: 069091		11757 PVC COUPLINGS	102750			11.19	18,256.65	
					POWER HARDWARE, LLC	INV# B77415	/PO#				
7/16/25	7/17	A51858	CHK: 069108		11757 ELECTRICAL OUTLET & COVE	103091			108.18	18,364.83	
					TURTLE & HUGHES, INC.	INV# 6863842-00	/PO#				
7/30/25	7/31	A52266	CHK: 069221		11777 PVC	103091			18.46	18,383.29	
					TURTLE & HUGHES, INC.	INV# 6883991-00	/PO#				
7/30/25	7/31	A52291	CHK: 069219		11777 BACKFLOW REPAIR & TESTS	104476			325.00	18,708.29	
					TEXAS UTILITIES & ENVIRON	INV# 101071	/PO#				
			=====		JULY ACTIVITY	DB: 2,741.42	CR: 0.00		2,741.42		

51000553.01			XFER OUT- FD 001- ADMIN CHG								
					B E G I N N I N G		B A L A N C E			6,900.75	
7/31/25	8/05	B51032			21490 MONTHLY XFERS - JULY 2025		JE# 030141		766.75	7,667.50	
			=====		JULY ACTIVITY	DB: 766.75	CR: 0.00		766.75		

FUND : 503-BEACH OPERATING FUND

PERIOD TO USE: Jul-2025 THRU Jul-2025

DEPT : 1000 OPERATIONS

SUPPRESS ZEROS

ACCOUNTS: ALL

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/PO/JE #	NOTE	=====AMOUNT=====	=====BAL=====	Item #5.
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51000553.17			XFER OUT- FD 162 DREDGING								
			B E G I N N I N G		B A L A N C E						11,250.00

7/31/25	8/05	B51033		21490	DREDGING		JE# 030142		1,250.00		12,500.00
			=====	JULY ACTIVITY	DB:	1,250.00	CR:	0.00	1,250.00		

51000554.91			CREDIT CARD FEES								
			B E G I N N I N G		B A L A N C E						2,545.92

7/03/25	7/07	B50801	E.F.T. 000000	21442	CARD CONNECT - JUNE 2025		JE# 030056		354.63		2,900.55
			=====	JULY ACTIVITY	DB:	354.63	CR:	0.00	354.63		

51000554.95			RV BOOKING FEES								
			B E G I N N I N G		B A L A N C E						1,773.90

7/02/25	7/02	A51455	CHK: 068921	11740	ONLINE RESERVATION FEE	103882			480.30		2,254.20
				CAMPSPOT		INV# 72747	/PO#				
7/11/25	7/11	A51641	CHK: 069013	11759	ONLINE RESERVATION FEE	103882			384.69		2,638.89
				CAMPSPOT		INV# 76185	/PO#				
			=====	JULY ACTIVITY	DB:	864.99	CR:	0.00	864.99		

--*-*-*-*-*-*-*-*-*-*-*-*-*-* 000 ERRORS IN THIS REPORT! *-*-*-*-*-*-*-*-*-*-*-*-*-*-**

** REPORT TOTALS **	---	DEBITS ---	---	CREDITS ---
BEGINNING BALANCES:		138,799.96		0.00
REPORTED ACTIVITY:		14,920.04		0.00
ENDING BALANCES:		153,720.00		0.00
TOTAL FUND ENDING BALANCE:		153,720.00		

SELECTION CRITERIA

Item #5.

FISCAL YEAR: Oct-2024 / Sep-2025
FUND: Include: 503
PERIOD TO USE: Jul-2025 THRU Jul-2025
TRANSACTIONS: BOTH

ACCOUNT SELECTION

ACCOUNT RANGE: THRU ZZZZZZZZZZZZZZ
DEPARTMENT RANGE: 1000 THRU 1000
ACTIVE FUNDS ONLY: NO
ACTIVE ACCOUNT ONLY: NO
INCLUDE RESTRICTED ACCOUNTS: NO
DIGIT SELECTION:

PRINT OPTIONS DETAIL

OMIT ACCOUNTS WITH NO ACTIVITY: YES
PRINT ENCUMBRANCES: NO
PRINT VENDOR NAME: YES
PRINT PROJECTS: NO
PRINT JOURNAL ENTRY NOTES: NO
PRINT MONTHLY TOTALS: YES
PRINT GRAND TOTALS: NO
PRINT: INVOICE/PO #
PAGE BREAK BY: NONE

*** END OF REPORT ***

CITY OF PORT LAVACA
REVENUE AND EXPENDITURES REPORT (UNAUDITED)
AS OF: JULY 31ST, 2025

Item #5.

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	235,000	235,000	0	8,467.00	69,128.27	0.00	165,871.73	29.42
OTHER REVENUE	32,500	32,500	0	2,382.26	23,799.24	0.00	8,700.76	73.23
GRANT AND CONTRIBUTION R	0	0	0	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL REVENUE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	267,500	267,500	0	10,849.26	92,927.51	0.00	174,572.49	34.74
<u>EXPENDITURE SUMMARY</u>								
TECHNOLOGY SERVICES	0	0	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS	<u>307,330</u>	<u>307,330</u>	<u>0</u>	<u>14,920.04</u>	<u>153,720.00</u>	<u>17,866.46</u>	<u>135,743.54</u>	<u>55.83</u>
TOTAL EXPENDITURES	307,330	307,330	0	14,920.04	153,720.00	17,866.46	135,743.54	55.83
REVENUES OVER/ (UNDER) EXPENDITURES	(39,830)	(39,830)	0	(4,070.78)	(60,792.49)	(17,866.46)	38,828.95	197.49

CITY OF PORT LAVACA
REVENUE AND EXPENDITURES REPORT (UNAUDITED)
AS OF: JULY 31ST, 2025

Item #5.

503-BEACH OPERATING FUND
REVENUES

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
<u>USER & SERVICE CHARGES</u>								
433.01 BEACH FEES	0	0	0	0.00	0.00	0.00	0.00	0.00
433.10 R V RENTALS	230,000	230,000	0	7,818.00	65,244.27	0.00	164,755.73	28.37
433.30 PAVILLION RENTALS	3,000	3,000	0	200.00	2,400.00	0.00	600.00	80.00
433.50 TENT RENTALS	<u>2,000</u>	<u>2,000</u>	<u>0</u>	<u>449.00</u>	<u>1,484.00</u>	<u>0.00</u>	<u>516.00</u>	<u>74.20</u>
TOTAL USER & SERVICE CHARGES	235,000	235,000	0	8,467.00	69,128.27	0.00	165,871.73	29.42
<u>OTHER REVENUE</u>								
451.01 INTEREST INCOME	30,000	30,000	0	2,382.26	22,806.24	0.00	7,193.76	76.02
459.11 AUCTION PROCEEDS	0	0	0	0.00	0.00	0.00	0.00	0.00
459.12 TML REIMBURSEMENTS	0	0	0	0.00	0.00	0.00	0.00	0.00
459.71 WASHER-DRYER INCOME	2,500	2,500	0	0.00	953.00	0.00	1,547.00	38.12
459.90 MISCELLANEOUS	0	0	0	0.00	40.00	0.00	(40.00)	0.00
459.92 EQUITY BALANCE FORWARD	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OTHER REVENUE	32,500	32,500	0	2,382.26	23,799.24	0.00	8,700.76	73.23
<u>GRANT AND CONTRIBUTION R</u>								
481.00 CAPITAL CONTRIBUTIONS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL GRANT AND CONTRIBUTION R	0	0	0	0.00	0.00	0.00	0.00	0.00
<u>INTERGOVERNMENTAL REVENUE</u>								
493.00.1 XFER IN - FUND 001	0	0	0	0.00	0.00	0.00	0.00	0.00
493.88 XFER IN - 206 FARF FUN	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL INTERGOVERNMENTAL REVENUE	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	<u>267,500</u>	<u>267,500</u>	<u>0</u>	<u>10,849.26</u>	<u>92,927.51</u>	<u>0.00</u>	<u>174,572.49</u>	<u>34.74</u>

CITY OF PORT LAVACA
REVENUE AND EXPENDITURES REPORT (UNAUDITED)
AS OF: JULY 31ST, 2025

Item #5.

503-BEACH OPERATING FUND
TECHNOLOGY SERVICES
DEPARTMENTAL EXPENDITURES

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
<hr/>								
SERVICES								
50070536.503 CABLE & INTERNET	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL SERVICES	0	0	0	0.00	0.00	0.00	0.00	0.00
<hr/>								
MAINTENANCE								
50070542.503 CONTRACTED SERVICES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL MAINTENANCE	0	0	0	0.00	0.00	0.00	0.00	0.00
<hr/>								
TOTAL TECHNOLOGY SERVICES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF PORT LAVACA
REVENUE AND EXPENDITURES REPORT (UNAUDITED)
AS OF: JULY 31ST, 2025

Item #5.

503-BEACH OPERATING FUND
OPERATIONS
DEPARTMENTAL EXPENDITURES

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
<u>PERSONNEL SERVICES</u>								
51000511.01 SALARIES & WAGES	41,894	41,894	0	2,840.74	22,993.83	0.00	18,900.17	54.89
51000511.06 SALARIES & WAGES-TEMP	0	0	0	0.00	0.00	0.00	0.00	0.00
51000511.07 SALARIES & WAGES-OVERT	5,000	5,000	0	41.64	1,100.54	0.00	3,899.46	22.01
51000512.05 EMPLOYER-SOCIAL SECURI	3,205	3,205	0	114.82	1,859.97	0.00	1,345.03	58.03
51000512.10 EMPLOYER-T.M.R.S.	2,547	2,547	0	170.92	1,561.62	0.00	985.38	61.31
51000512.20 GROUP H/D INS PREMIUMS	7,716	7,716	0	643.55	6,435.47	0.00	1,280.53	83.40
51000512.30 WORKER'S COMPENSATION	749	749	0	0.00	626.93	0.00	122.07	83.70
51000512.40 SAFETY PAY	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL SERVICES	61,111	61,111	0	3,811.67	34,578.36	0.00	26,532.64	56.58
<u>MATERIALS & SUPPLIES</u>								
51000521.01 OFFICE	500	500	0	79.00	116.56	0.00	383.44	23.31
51000523.01 FOOD	0	0	0	0.00	0.00	0.00	0.00	0.00
51000523.03 CLEANING & JANITORIAL	500	500	0	0.00	0.00	0.00	500.00	0.00
51000525.01 FUEL	300	300	0	0.00	100.70	0.00	199.30	33.57
51000526.01 GENERAL SAFETY & TOOLS	250	250	0	52.50	130.38	0.00	119.62	52.15
51000528.03 NON-CAPITALIZED ASSETS	250	250	0	0.00	0.00	0.00	250.00	0.00
TOTAL MATERIALS & SUPPLIES	1,800	1,800	0	131.50	347.64	0.00	1,452.36	19.31
<u>SERVICES</u>								
51000532.01 AUDIT FEES	4,050	4,050	0	0.00	2,100.00	0.00	1,950.00	51.85
51000532.06 HEALTH & FITNESS	0	0	0	0.00	0.00	0.00	0.00	0.00
51000532.07 LEGAL - REGULAR	0	0	0	0.00	0.00	0.00	0.00	0.00
51000533.14 CONTRACTED SERVICES	4,460	4,460	0	0.00	2,025.00	0.00	2,435.00	45.40
51000534.90 LEASES & RENTALS	0	0	0	0.00	0.00	0.00	0.00	0.00
51000535.01 GENERAL LIABILITY INSU	6,158	6,158	0	0.00	6,174.00	0.00 (16.00)	100.26
51000535.10 WINDSTORM INS	8,500	8,500	0	0.00	7,948.69	0.00	551.31	93.51
51000536.01 ELECTRICITY	45,000	45,000	0	2,962.14	18,324.16	0.00	26,675.84	40.72
51000536.02 TELEPHONE	550	550	0	384.22	777.40	0.00 (227.40)	141.35
51000536.03 WATER	30,000	30,000	0	1,652.72	6,299.79	0.00	23,700.21	21.00
TOTAL SERVICES	98,718	98,718	0	4,999.08	43,649.04	0.00	55,068.96	44.22
<u>MAINTENANCE</u>								
51000541.02 LANDSCAPING	500	500	0	0.00	0.00	0.00	500.00	0.00
51000542.03 R & M- BUILDING	3,500	3,500	0	0.00	526.41	0.00	2,973.59	15.04
51000543.04 R & M- IMPROVEMENT OTB	50,000	50,000	0	2,741.42	18,708.29	0.00	31,291.71	37.42
51000544.50 R & M- FURNITURE & EQU	1,000	1,000	0	0.00	0.00	0.00	1,000.00	0.00
51000544.55 R & M- VEHICLES & TRAI	500	500	0	0.00	985.92	0.00 (485.92)	197.18
51000544.65 R & M- MACHINERY & EQU	1,000	1,000	0	0.00	51.36	0.00	948.64	5.14
TOTAL MAINTENANCE	56,500	56,500	0	2,741.42	20,271.98	0.00	36,228.02	35.88
<u>SUNDRY</u>								
51000551.11 VEHICLE LEASES	11,000	11,000	0	0.00	8,140.50	0.00	2,859.50	74.00
51000553.01 XFER OUT- FD 001- ADM	9,201	9,201	0	766.75	7,667.50	0.00	1,533.50	83.33
51000553.04 XFER OUT- FD 218 PIER	0	0	0	0.00	0.00	0.00	0.00	0.00
51000553.17 XFER OUT- FD 162 DREDG	15,000	15,000	0	1,250.00	12,500.00	0.00	2,500.00	83.33
51000554.01 CASH OVER/SHORT	0	0	0	0.00	0.00	0.00	0.00	0.00

CITY OF PORT LAVACA
REVENUE AND EXPENDITURES REPORT (UNAUDITED)
AS OF: JULY 31ST, 2025

Item #5.

503-BEACH OPERATING FUND
OPERATIONS
DEPARTMENTAL EXPENDITURES

		ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
51000554.81	DEPRECIATION EXPENSE	0	0	0	0.00	0.00	0.00	0.00	0.00
51000554.83	LOSS ON DISPOSAL OF AS	0	0	0	0.00	0.00	0.00	0.00	0.00
51000554.90	MISCELLANEOUS	0	0	0	0.00	0.00	0.00	0.00	0.00
51000554.91	CREDIT CARD FEES	7,000	7,000	0	354.63	2,900.55	0.00	4,099.45	41.44
51000554.95	RV BOOKING FEES	<u>7,000</u>	<u>7,000</u>	<u>0</u>	<u>864.99</u>	<u>2,638.89</u>	<u>0.00</u>	<u>4,361.11</u>	<u>37.70</u>
TOTAL SUNDRY		49,201	49,201	0	3,236.37	33,847.44	0.00	15,353.56	68.79
CAPITAL EXPENDITURES									
51000561.02	LAND & IMPROVEMENTS OT	40,000	40,000	0	0.00	21,025.54	17,866.46	1,108.00	97.23
51000562.03	CE- BUILDING & IMPROVE	0	0	0	0.00	0.00	0.00	0.00	0.00
51000563.05	CE- INFRASTRUCTURE	0	0	0	0.00	0.00	0.00	0.00	0.00
51000564.65	CE- MACHINERY & EQUIPM	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CAPITAL EXPENDITURES		40,000	40,000	0	0.00	21,025.54	17,866.46	1,108.00	97.23
TOTAL OPERATIONS		<u>307,330</u>	<u>307,330</u>	<u>0</u>	<u>14,920.04</u>	<u>153,720.00</u>	<u>17,866.46</u>	<u>135,743.54</u>	<u>55.83</u>
TOTAL EXPENDITURES		307,330	307,330	0	14,920.04	153,720.00	17,866.46	135,743.54	0.00
REVENUES OVER/(UNDER) EXPENDITURES	(39,830)	(39,830)	0	(4,070.78)	(60,792.49)	(17,866.46)	38,828.95	197.49	

*** END OF REPORT ***

COMMUNICATION

SUBJECT: Discuss Financial reports at Lighthouse Beach Campground.

INFORMATION:

Lighthouse Beach Campground

CAMPSPOT REPORTING

Class	Metric Name	Aug '24	Aug '23	Sept '24	Sept '23	May '25	May '24	May '23	June '25	June '24	June '23	July '25	July '24	July '23	Aug '25 thru 7/21	Aug '24 thru 7/21	Aug '23 thru 7/21
Tent Sites	Days in Month	31	31	30	30	31	31	31	30	30	31	31	31	22	21	21	21
Tent Sites	# of Active Sites	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5
Tent Sites	Site Nights	1	3	0	5	12	8	30	0	3	24	16	18	24	21	0	1
Tent Sites	Occupancy	0.6%	1.9%	0%	3.3%	7.7%	5.20%	19.35%	0	2.00%	15.48%	10.32%	11.61%	21.82%	20.0%	0	0.90%
Tent Sites	Site Revenue	\$25.00	\$60.00	\$0.00	\$100.00	\$ 300.00	\$ 160.00	\$ 600.00	\$ -	\$ 65.00	\$ 480.00	\$ 400.00	\$ 450.00	\$ 480.00	\$ 525.00	0	\$ 20.00
Tent Sites	Fee Revenue	\$2.00	\$6.00	\$0.00	\$6.00	\$ 16.00	\$ 10.00	\$ 54.00	\$ -	\$ 4.00	\$ 34.00	\$ 49.00	\$ 12.00	\$ 34.00	\$ 18.00	0	\$ 2.00
RV Sites	Days in Month	31	31	30	30	31	31	31	30	30	31	31	31	22	21	21	21
RV Sites	# of Active Sites	54	54	54	54	53	53	53	53	53	53	53	53	53	53	53	53
RV Sites	Site Nights	326	867	253	796	416	577	792	370	472	889	385	371	624	249	187	594
RV Sites	Occupancy	19.47%	51.79%	15.60%	49.14%	25.32%	35.12%	48.20%	23.27%	29.68%	54.10%	23.43%	22.58%	53.52%	22.37%	16.8	53%
RV Sites	Site Revenue	\$6,786.58	\$16,491.20	\$5,211.97	\$16,434.02	\$ 10,331.23	\$ 11,726.63	\$ 18,999.16	\$ 8,431.41	\$ 9,240.12	\$ 21,033.20	\$ 11,079.10	\$ 8,542.21	\$ 15,691.89	\$ 5,401.00	\$ 3,608.27	\$ 11,290.12
RV Sites	Fee Revenue	\$78.52	\$116.27	\$34.00	\$96.90	\$ 64.00	\$ 80.62	\$ 289.96	\$ 75.00	\$ 64.06	\$ 278.88	\$ 76.00	\$ 180.00	\$ 207.54	\$ 32.00	\$ 18.92	\$ 94.77
	Total Revenue	\$6,892.10	\$16,673.47	\$5,245.97	\$16,636.92	\$ 10,711.23	\$11,977.25	\$19,943.12	\$ 8,506.41	\$9,373.18	\$21,826.08	\$ 11,604.10	\$ 9,184.21	\$ 16,413.43	\$ 5,976.00	\$ 3,627.19	\$ 11,406.89

Reason for Reservation (of customers that answered question)																
Work	3	22	2	17	5	2	13	3	1	15	2	3	23	6	2	20
Vacation	3	8	3	12	13	2	29	8	2	31	24	7	38	7	0	6

Total Revenue Aug '23 - July '24	\$138,422.49
Total Revenue Aug '24 - July '25	\$80,410.19
Difference	\$58,012.30

COMMUNICATION

SUBJECT: Receive update on Recreation and Parks Board Master Plan.

INFORMATION:

COMMUNICATION

SUBJECT: Review proposed Parks 5-year Capital Improvement Plan and 2025-26 budget proposed for adoption by City Council on September 8, 2025.

INFORMATION:

Parks

PROJECT DESCRIPTION	2026	2027	2028	2029	2030	Amount
Butterfly Park Wrought Iron / Brick	40,000	-	-	-	-	40,000
Wilson Park Covered Basketball Court	350,000	-	-	-	-	350,000
Cabana Structure Butterfly Park	15,000	-	-	-	-	15,000
Bayfront Park Improvement	-	15,000	-	-	-	15,000
Bayfront Park Entrance Rehabilitation	-	125,000	125,000	-	-	250,000
Bench Shade Structures	-	40,000	-	-	-	40,000
Share used path from Bayfront Park to Scully's	-	-	700,000	-	-	700,000
George Adams Park Sidewalk	-	-	50,000	-	-	50,000
Wilson Park Pickleball Courts	-	-	50,000	-	-	50,000
George Adams Park Shade Structure	-	-	40,000	-	-	40,000
Parking Improvements City Park	-	-	25,000	25,000	25,000	75,000
Total for Parks:	\$405,000	\$180,000	\$990,000	\$25,000	\$25,000	\$1,625,000

Building & Improvements

PROJECT DESCRIPTION	2026	2027	2028	2029	2030	Amount
Southern Pacific Depot	100,000	-	-	-	-	100,000
Bauer Light Pole Replacement	100,000	-	-	-	-	100,000
Coastal Resiliency Living Shoreline	12,394,575	-	-	-	-	12,394,575
City Hall Security Upgrade	350,000	-	-	-	-	350,000
Drive-thru Awning	54,467	-	-	-	-	54,467
Install Ladies' Restroom and Shower	15,000	-	-	-	-	15,000
Fire Station Roof Replacement	100,000	-	-	-	-	100,000
Police Building Cameras & Microphones	31,960					31,960
"Kitchen Property" Public access to Lavaca Bay	529,500	-	-	-	-	529,500
Restoration of the Old Fire Station	-	100,000	-	-	-	100,000
Combine Training Grounds	-	300,000	-	-	-	300,000
Purchase Railroad ROW	-	-	310,000	-	-	310,000
Lift Station for Independence Road	-	-	800,000	-	-	800,000
Reroof City Hall	-	-	400,000	-	-	400,000
Total for Building & Improvements:	\$13,675,502	\$400,000	\$1,510,000	-	-	\$15,585,542

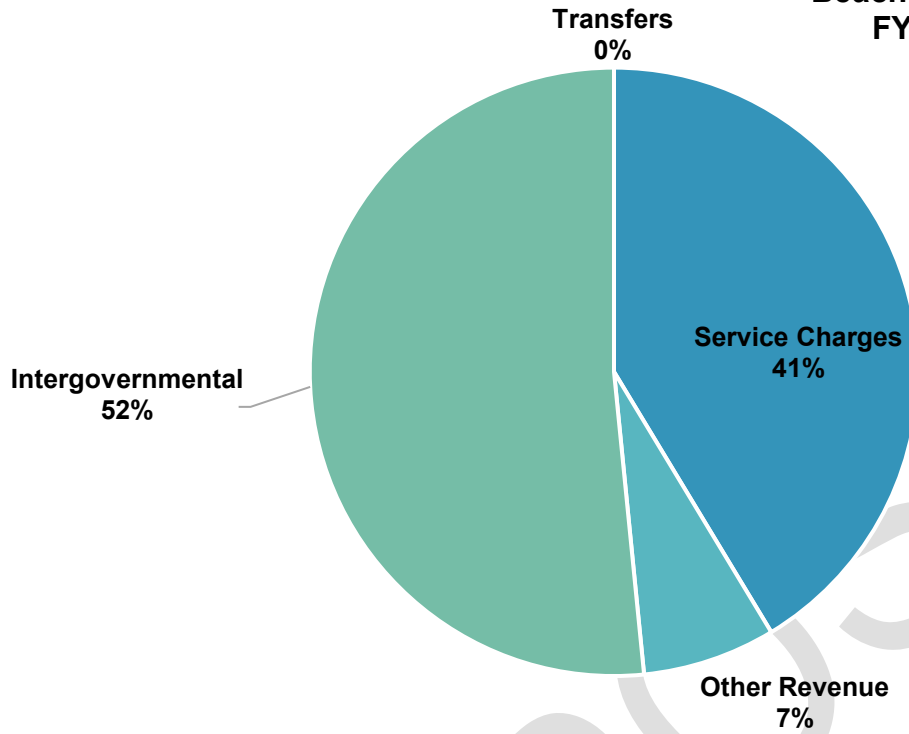


The Beach Operating Fund is used to account for the operations of the Port Lavaca Beach and Pier.

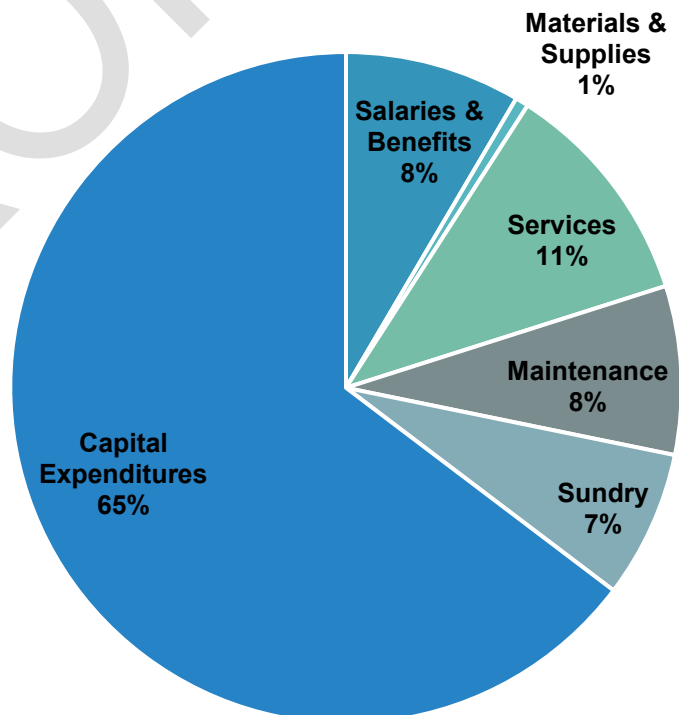
Beach Fund Revenue & Expenditure Summary

	Actual FY 2023-2024	Amended Budget FY 2024-2025	Projected FY 2024- 2025	Adopted Budget FY 2025-2026	% Change
Beginning Fund Balance	\$854,698	\$904,661	\$820,115	\$741,000	
Revenues:					
Service Charges	153,172	235,000	92,816	190,000	-19%
Other Revenue	36,849	32,500	28,996	32,500	0%
Intergovernmental	0	0	0	237,000	0%
Transfers	905	0	0	0	0%
Total Revenues	\$190,926	\$267,500	\$121,812	\$459,500	72%
Expenditures:					
Salaries & Benefits	\$50,424	\$61,111	\$44,105	\$58,915	-4%
Materials & Supplies	\$438	\$1,800	\$540	\$4,400	144%
Services	\$55,833	\$98,718	\$55,260	\$76,487	-23%
Maintenance	\$15,797	\$56,500	\$20,736	\$56,500	0%
Sundry	\$33,016	\$49,201	\$41,393	\$49,400	0%
Capital Expenditures	\$70,000	\$40,000	\$38,892	\$450,000	0%
Total Expenditures	\$225,508	\$307,330	\$200,926	\$695,702	126%
Less Capital Expenditures	70,000	40,000	38,892	450,000	
Less Transfers	21,157	24,201	24,201	24,546	
Total Operating Expenditures	134,351	243,129	137,833	221,156	
Operating Revenue/(Expenditures)	55,669	24,371	(16,021)	238,344	
Net Revenues/Expenditures)	(34,583)	(39,830)	(79,114)	(236,202)	
Estimated Ending Fund Balance	\$820,115	\$864,831	\$741,000	\$504,798	-42%
Fund Balance Reserve at 120 days	\$74,140	\$101,040	\$66,058	\$228,724	
Available Fund Balance	\$745,975	\$763,791	\$674,943	\$276,074	

Beach Fund Revenue FY 2025-2026



Beach Fund Expenditures FY 2025-2026



Beach Fund Revenue Detail

Description		FY 23 - 24 Actual	FY 24 - 25 Budget	FY 24-25 Projected	FY 25-26 Budget	Percent +/(%)
User & Service Charges						
433.01	Beach Fees	0	0	0	60,000	0%
433.10	Rv Rentals	148,442	230,000	88,661	125,000	-46%
433.30	Pavilion Rentals	2,828	3,000	3,000	3,000	0%
433.50	Tent Rentals	1,902	2,000	1,155	2,000	0%
Total User & Service Charges		153,172	235,000	92,816	190,000	-19%
Other Revenue						
451.01	Interest Income	34,796	30,000	28,000	30,000	0%
459.71	Washer-Dryer Income	2,054	2,500	956	2,500	0%
459.90	Miscellaneous Income	0	0	40	0	0%
Total Other Revenue		36,849	32,500	28,996	32,500	0%
Intergovernmental						
481.00	Grant Revenue	0	0	0	237,000	0%
Total Intergovernmental		0	0	0	237,000	0%
Transfers						
493.001	Xfer In - Fund 001	905	0	0	0	0%
Total Transfers		905	0	0	0	0%
Total Revenue		\$190,926	\$267,500	\$121,812	\$459,500	72%

BEACH

Description of our Services

The Beach Operating Fund is a proprietary fund. It provides operations, maintenance, and security services for those that use the Port Lavaca Lighthouse Beach and its facilities. The Beach revenues are generated by rental of RV spaces and pavilion rentals.

2025 – 2026 Goals

- Seal coat roadways and parking lot
- Install the remaining parking stops for the courtesy dock parking lot
- Paint the final mural on Pier restroom
- Utilize the wetlands for educational purposes
- Expand the marketing system to be more attractive to tourism.
- Further Utilize our existing software to promote and advertise city amenities.

2024 – 2025 Accomplishments of Prior Year

- ✓ Installed an additional speed table.
- ✓ Installed a gate system at the entrance to the park.
- ✓ Completed installation of Wi-Fi for campers.
- ✓ In conjunction with the Bauer hosted a successful bird watching event.

Budgeted Personnel

<i>Positions</i>	Actual FY 23-24	Budget FY 24-25	Actual FY 24-25	Budget FY 25-26
Camp Host	1	1	1	1
Total FTE'S	1	1	1	1

Expenditures Detail

Fund: General	Department: Beach Operations	Account: 503-1000
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	Description	FY 23 - 24 Actual	FY 24 - 25 Budget	FY 24-25 Projected	FY 25-26 Budget	Percent +/-
Salaries and Benefits						
511.01	Salaries & Wages	35,083	41,894	29,597	40,985	-2%
511.07	Salaries & Wages - OT	1,790	5,000	1,454	2,500	-50%
512.05	Social Security	2,661	3,205	2,379	3,135	-2%
512.10	Employer - T.M.R.S	2,292	2,547	1,836	3,383	33%
512.20	Group H/D Ins Premiums	7,368	7,716	7,723	7,716	0%
512.30	Worker's Compensation	743	749	627	695	-7%
512.40	Safety Pay	489	0	489	500	0%
	Subtotal	50,426	61,111	44,105	58,914	-4%
Materials & Supplies						
521.01	Office Supplies	25	500	38	150	-70%
523.03	Cleaning & Janitorial	177	500	200	250	-50%
525.01	Fuel	80	300	150	250	-17%
526.01	General Safety & Tools	156	250	153	250	0%
528.03	Non-Capitalized Assets	0	250	0	3,500	1300%
	Subtotal	438	1,800	541	4,400	144%
Services						
532.01	Audit Fees	2,600	4,050	2,600	2,600	-36%
532.06	Health & Fitness	-74	0	0	0	0%
533.14	Contracted Services	0	4,460	2,960	1,500	-66%
542.503	Tech Contracted Services	0	0	0	1,924	0%
535.01	General Liability Insurance	5,313	6,158	6,174	6,249	1%
535.10	Windstorm Insurance	7,359	8,500	7,949	8,500	0%
536.01	Electricity	27,851	45,000	21,723	35,164	-22%
536.02	Telephone	609	550	606	550	0%
536.03	Water	12,174	30,000	13,249	20,000	-33%
	Subtotal	55,832	98,718	55,261	76,487	-23%
Maintenance						
541.02	Landscaping	0	500	0	500	0%
542.03	R&M-Building	1,702	3,500	1,500	3,500	0%
543.04	R&M-Improvement OTB	12,497	50,000	17,500	50,000	0%

544.50	R&M-Furniture & Equipment	348	1,000	0	1,000	0%
544.55	R&M-Vehicles & Trailers	11	500	986	500	0%
544.65	R&M-Machinery & Equipment	1,240	1,000	750	1,000	0%
Subtotal		15,798	56,500	20,736	56,500	0%

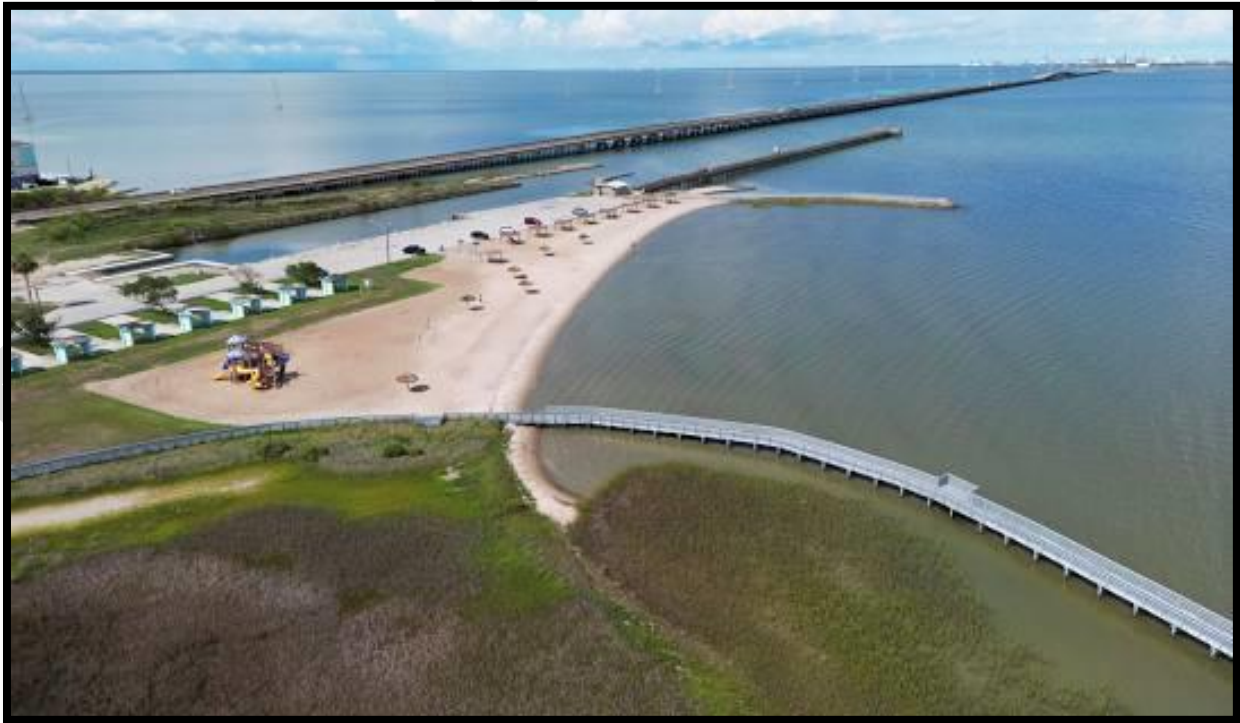
Sundry

551.11	Vehicle Leases	905	11,000	10,854	10,854	-1%
553.01	Xfer Out - Admin	6,157	9,201	9,201	9,546	4%
553.17	Xfer Out - FD 162 Dredging	15,000	15,000	15,000	15,000	0%
554.90	Miscellaneous	120	0	0	0	0%
554.91	Credit Card Fees	5,662	7,000	3,612	7,000	0%
554.95	RV Booking Fees	5,173	7,000	2,726	7,000	0%
Subtotal		33,017	49,201	41,393	49,400	0%

Capital Expenditures

561.02	CE - Land & Improvement	70,000	40,000	38,892	450,000	1025%
Subtotal		70,000	40,000	38,892	450,000	1025%

Total Expenditures	\$225,511	\$307,330	\$200,928	\$695,701	126%
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General Fund - Improvements at Butterfly Park - Wrought Iron/Brick

Project Scope
This project proposes enhancements at Butterfly Park through the installation of decorative wrought iron fencing and brickwork features. Improvements may include perimeter fencing, brick entry columns, ornamental gates, and brick-lined walkways to improve both the aesthetic appeal and security of the park.
Project Name: Butterfly Park Improvements
Construction Start: 2026
Project Completion: TBD
Current Phase: In progress
Project Contact Information
City Project Manager: Kateryna Vorobyova
Phone Number: (361) 552-9793 Ext. 224
Email: Kthomas@portlavaca.org
Grant Administrator: N/A
Engineer: In house
General Contractor: TBD

Approved Project Funding	
Funding Source	FY 25 - 26
Grant Funds	N/A
Certificate of Obligations	N/A
Project Budget & Expenditures	
Project Budget	\$ 40,000
Expended to Date:	N/A
Justification	
Butterfly Park is a valued community space, but current park boundaries lack defined, visually appealing enclosures. The addition of wrought iron fencing and brick features will provide a more polished and secure environment while preserving open visibility and access. These enhancements will contribute to the park's character and create a more inviting space for residents and visitors.	
Schedule	
The project will start and is anticipated to be completed in FY 25-26.	



General Fund - Wilson Park Covered Basketball Court

Project Scope
This project proposes the construction of a covered basketball court at Wilson Park to provide year-round recreational opportunities for the community. The structure will include a metal roof canopy over offers protection from the sun and rain while maintaining an open-air environment.
Project Name: Covered Basketball Court
Construction Start: 2026
Project Completion: TBD
Current Phase: Scheduled
Project Contact Information
City Project Manager: Kateryna Vorobyova
Phone Number: (361) 552-9793 Ext. 224
Email: Kthomas@portlavaca.org
Grant Administrator: N/A
Engineer: TBD
General Contractor: TBD

Approved Project Funding	
Funding Source	FY 25 - 26
Grant Funds	N/A
Certificate of Obligations	N/A
Project Budget & Expenditures	
Project Budget	\$ 350,000
Expended to Date:	N/A
Justification	
Wilson Park currently lacks a sheltered sports facility, limiting use during extreme weather conditions such as high heat, rain, or intense sun exposure. A covered court will encourage increased usage by providing a safer and more comfortable space for youth programs, community leagues, and casual recreation. It will also promote physical activity and social engagement throughout the year.	
Schedule	
The project is scheduled in FY 25-26.	



General Fund - Cabana Structure at Butterfly Park

Project Scope
This project proposes the installation of a cabana structure at Butterfly Park to provide a shaded, covered area for families and visitors. The cabana will serve as a gathering spot for small group activities, picnics, and general relaxation, and will include seating, a roofed shelter, and possibly a concrete pad to ensure accessibility and stability.
Project Name: Cabana Structure
Construction Start: 2026
Project Completion: TBD
Current Phase: Scheduled
Project Contact Information
City Project Manager: Kateryna Vorobyova
Phone Number: (361) 552-9793 Ext. 224
Email: Kthomas@portlavaca.org
Grant Administrator: N/A
Engineer: In house
General Contractor: TBD

Approved Project Funding	
Funding Source	FY 25 - 26
Grant Funds	N/A
Certificate of Obligations	N/A
Project Budget & Expenditures	
Project Budget	\$ 15,000
Expended to Date:	N/A
Justification	
Butterfly Park is a well-used community park that currently lacks adequate covered gathering spaces. A cabana will significantly improve the comfort and usability of the park, especially during hot or rainy weather. It will encourage longer visits, support small group functions, and provide a much-needed rest area for parkgoers, enhancing the overall recreational experience.	
Schedule	
The project is scheduled for FY 2026.	



PARKS

Description of our Services

The Parks Department provides operation and maintenance services to include mowing, landscaping, park maintenance, playground equipment inspections, and custodial duties, maintenance of the swimming pool and construction of new projects.

2025 – 2026 Goals

- Install Surveillance cameras where needed.
- Remove shrubs at City Hall and install rock on the east side of the parking lot.
- Build 3 more cabanas at LHB splashpad.
- Reconstruct the LHB volleyball court.
- Improvements at Butterfly Park including lighting, cabanas and fencing.
- Hire a consultant to apply with the Army Corp. of Engineers to connect the Veterans memorial to Scully's via a board walk.

2024 - 2025 Accomplishments of Prior Year

- ✓ Replaced all metal frame picnic tables with wood picnic tables at Lighthouse Beach.
- ✓ Repainted the old bathroom at Bayfront Park and installed new LED lights.
- ✓ Replaced the bollards at Blackrock and installed new cables.
- ✓ Repainted curbs and lines and have curbs repaired where needed and mark fire lanes.
- ✓ Expand nuisance vegetation eradication program with bi-weekly spraying schedule.
- ✓ Installed shade structure at bayfront splashpad.
- ✓ Assisted with construction of music section at City Park. (Rotary, United Way, Jody)



Annual Budget FY2025-2026



Page 97 of 246

Budgeted Personnel

<i>Positions</i>	Actual FY 23-24	Budget FY 24-25	Actual FY 24-25	Budget FY 25-26
Superintendent	1	1	1	1
Foreman	1	1	1	1
Maintenance Workers	3	3	3	3
Temporary Worker (Summer)	.23	.23	.23	.23
Total – FTE'S	5.23	5.23	5.23	5.23

Performance Measures

<i>Our Workload</i>	Actual FY 23-24	Actual FY 24-25	Projected FY 24-25	Budget FY 25-26
Acres of park grounds maintained	167.32	167.32	167.32	167.32
Number of playground inspections performed	52	52	52	52
<i>Measuring our Effectiveness</i>				
Percent of park maintenance completed on time	100%	100%	85%	100%
Percent of bi-weekly spraying accomplished	85%	100%	85%	100%

Expenditures Detail

Fund: Department: Account:
General Parks & Recreation 001-0501

Description	FY 23 - 24 Actual	FY 24 - 25 Budget	FY 24-25 Projected	FY 25-26 Budget	Percent +/(-)
Salaries and Benefits					
511.01 Salaries & Wages	224,896	239,068	229,281	236,961	-1%
511.06 Salaries & Wages - Temp.	6,712	5,760	7,137	8,335	45%
511.07 Salaries & Wages - OT	26,117	15,000	35,019	25,000	67%
512.05 Social Security	18,174	19,436	19,094	20,678	6%
512.10 Employer - T.M.R.S	15,950	15,092	16,638	21,625	43%
512.20 Group H/D Ins. Premium	75,734	82,568	54,920	52,858	-36%
512.30 Worker's Compensation	4,944	4,474	3,745	4,625	3%
Subtotal	372,527	381,398	365,834	370,082	-3%
Materials & Supplies					
521.01 Office Supplies	20	0	6	0	0%
522.01 Ag & Botanical	1,783	2,500	2,000	2,500	0%
523.03 Cleaning & Janitorial	22,407	25,000	24,098	25,000	0%
524.01 Uniforms	2,339	2,700	2,286	2,700	0%
525.01 Fuel	7,611	9,000	8,501	9,000	0%
526.01 General Safety & Tools	5,471	3,000	5,371	3,000	0%
528.03 Non-Capitalized Assets	0	3,500	0	7,000	100%
529.11 Lighting & Decoration	1,593	25,000	1,976	25,000	0%
Subtotal	41,224	70,700	44,238	74,200	5%
Services					
531.01 Travel & Training	786	500	168	500	0%
533.14 Contracted Services	22,415	50,000	36,525	50,000	0%
534.90 Leases & Rentals	0	2,000	0	2,000	0%
536.01 Electricity	49,223	40,000	55,750	48,808	22%
536.02 Telephone	2,149	2,385	2,171	2,385	0%
536.03 Water	25,000	25,000	27,975	25,000	0%
Subtotal	99,573	119,885	122,589	128,693	7%
Maintenance					
541.02 Landscaping	184	1,000	0	1,000	0%
542.03 R&M-Building	13,813	5,000	5,000	5,000	0%
543.04 R&M-Improvement OTB	30,921	40,000	39,165	40,000	0%
543.10 Swimming Pool Operations	41,420	82,000	36,546	50,000	-39%

544.55	R&M-Vehicles & Trailers	5,848	3,000	6,899	3,000	0%
544.65	R&M-Machinery & Equipment	15,153	10,000	8,902	10,000	0%
Subtotal		107,339	141,000	96,512	109,000	-23%

Sundry

551.11	Vehicle Leases	34,717	23,520	40,440	34,957	49%
Subtotal		34,717	23,520	40,440	34,957	49%

Capital Expenditures

561.02	CE - Land & Improvement	0	145,000	100,000	405,000	179%
562.03	CE - Building & Improvement	0	0	8,021	0	0%
563.05	CE - Infrastructure	97,841	0	183,611	0	0%
Subtotal		97,841	145,000	291,632	405,000	179%

Total Expenditures	\$753,221	\$881,503	\$961,245	\$1,121,932	27%
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COMMUNICATION

SUBJECT: Hear from the Calhoun County Youth Football League (CCYFL) regarding proposed/requested maintenance and upgrades to Ashley Field.

INFORMATION:

