CITY COUNCIL REGULAR MEETING

Monday, October 12, 2026 at 6:30 PM

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

PUBLIC NOTICE OF MEETING

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

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

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

AGENDA

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

MEETING PROCEDURE

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

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

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

Join Zoom Meeting:

https://us02web.zoom.us/j/85027920897?pwd=4HbwphqJKwqMPxlWSc8AQo1wKVkOnB.1

Meeting ID: 850 2792 0897

Passcode: 860775

One Tap Mobile+ 13462487799,,85027920897#,,,,*860775# US (Houston)

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

I. ROLL CALL AND CALL TO ORDER

II. PLEDGE OF ALLEGIANCE AND INVOCATION

1. Pledge of Allegiance

III. MEETING SAFETY BRIEFING (911 ___, AED ___, EVAC ___, CPR ___, SAFETY ___)

IV. REVIEW OF VISION AND MISSION STATEMENT

Our Vision

The Mayor and the City Council envision a friendly town on Lavaca Bay where economic and recreational opportunities abound, providing for a wonderful quality of life for both citizens and tourists, rich in history and looking toward a vibrant future

Our Mission

Our mission is to make Port Lavaca a desirable place to live through high-quality services, responsible use of public resources, and a progressive approach to community development. With enthusiasm, integrity, and vision, we will maintain a safe environment and continually improve the quality of life for all citizens.

V. PRESENTATION(S)

1. Proclamations by Mayor

   October is Fire Prevention Month – October 4–10, 2026 -*"Charge into Fire Safety – Safe Charging Is a Superpower"*

   Municipal Court Week- November 2–6, 2026

2. Employee Service Award

   Mary Barraza – 5 Years of Service, City Hall

3. City Manager's High Five Recognitions

   Eddie Taylor – Parks Department
   Dougie Carpio – Parks Department

4. Life Saving Awards

   Corporal Eric Gregory
   Officer Job Smith
   Officer Joaquin Sandoval

5. Presentations by Police Chief

   Receive a presentation from the Police Chief Tobie Bias regarding the Police Department's progress and accomplishments since his appointment as Chief of Police.

6. Presentation by Events Coordinator

   Receive a presentation from Events Coordinator Tania French regarding the proposed establishment of a Food Truck Court at the corner of Main Street and Commerce Street.

VI. COMMENTS FROM THE PUBLIC

(*Limited to 3 minutes per individual unless permission to speak longer is received in advance. You may make public comments as you would at a meeting by logging on with your computer and using "Join Zoom Meeting" information on first page of this agenda).*

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

A. Minutes of September 14, 2026 Regular Meeting

B. Minutes of September 21, 2026 Special Meeting

C. Minutes of September 22, 2026 Special and Workshop Session

D. Review of Credit Card Statement

E. Receive Monthly Financial Highlight Report

F. Receive Employee Training Review Acknowledgment report ending 09.30.2026

G. Receive Office of Court Administrators (OCA) Monthly report ending 09.30.2026

H. Receive Victoria Economic Development Corporation (VEDC) Monthly Report

I. Receive Development Services Quarterly Report 07.01.2026 thru 09.30.2026

J. Receive Public Works Quarterly Report 07.01.2026 thru 09.30.2026

K. Receive Quarterly CIP Progress Report 07.01.206 thru 09.30.2026

L. Consider request of the Chamber of Commerce for parade permit, traffic control assistance and closing off several streets, for the Annual "Lighted Christmas Parade" on Friday, December 04, 2026, beginning at 6:30 p.m. and also request waiver of any fees associated with the event.

M. Consider request of Our Lady of the Gulf Catholic Church for a parade permit and traffic control assistance for their annual "Christ the King Eucharistic Procession Parade" on Sunday, November 22, 2026 beginning at 5:00 p.m. and also request waiver of any fees associated with the event.

N. Consider request of Our Lady of the Gulf Catholic Church (OLGULF) Altar Society, for closure of Benavides Street between Leona and Austin Streets for their annual fund-raising Thanksgiving Meal Drive-Thru on Sunday, November 01, 2026 from 9:00 a.m. to 2:00 p.m.

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

1. Consider ratification of Ordinance No. S-5-26 adopting the Fiscal Year 2026–2027 Budget, previously approved at the September 22, 2026 Special Meeting. Presenter is Brittney Hogan

2. Consider ratification of Ordinance No. S-6-26 adopting the 2026 Tax Rate, previously approved at the September 22, 2026 Special Meeting. Presenter is Brittney Hogan

3. Consider approving a change order NO. 2 for sewer line replacement along La Salle and Trinity Street under CDBG Grant Agreement No. CDV23-0209. Presenter is Wayne Shaffer

4. Consider approval of a Professional Services Agreement with SAFEbuilt Texas, LLC for inspection services for the Development Services Department. Presenter is Derrick Smith

5. Consider the Planning Board's recommendation to deny a request for a variance to Chapter 26, Manufactured Housing and Recreational Vehicles, of the City of Port Lavaca Code of Ordinances to allow a manufactured home to be placed on a residential lot located outside of a manufactured housing park. The property is described as Port Lavaca Original Townsite, Block 20, Lots 4, 5, and 6, located at 503 S. Colorado Street. Presenter is Derrick Smith

6. Consider the Planning Board's recommendation to deny a request for a variance to Chapter 26, Manufactured Housing and Recreational Vehicles, of the City of Port Lavaca Code of Ordinances to allow a manufactured home to be placed on a residential lot located outside of a manufactured housing park. The property is described as Bonorden (Port Lavaca), Block 6, Lot 3, containing 0.2296 acres, located at 1304 Tilley Street. Presenter is Derrick Smith

7. Consider the Planning Board's recommendation to approve a request for the development of storage facilities, including a variance from the required toilet facilities, on property described as A0035 Maximo Sanchez, Tract PT 27, 7.33 acres, and Abstract 12 A. Esparza, Tract PT 12, Property ID No. 37976. Presenter is Derrick Smith

8. Consider review of proposals and award of a contract for grant administration services for the CDBG-MIT Mitigation Reallocation Program (MRP). Presenter is Jody Weaver

9. Consider Second and Final reading of an Ordinance (G-11-26) of the City of Port Lavaca amending the Ordinance codified and described in the City of Port Lavaca's Code of Ordinances as Chapter 12 Buildings and Building Regulations, Article III Flood Damage Prevention; providing for purpose of ordinance, providing for severability; providing a repealing clause; and providing an effective date. Presenter is Jody Weaver

10. Consider First Reading of Ordinance No. (G-12-26) of the City of Port Lavaca amending the ordinance codified and described in the City of Port Lavaca Code of Ordinances as Chapter 2, "Administration," Article II, "City Council," Division 2, "Meetings," to change the regular meeting time of the City Council to 5:30 p.m.; providing for severability; providing a repealing clause; and providing an effective date. Presenter is Jody Weaver

11. Consider First Reading of Ordinance No. (G-13-26) of the City of Port Lavaca amending Chapter 24 of the City of Port Lavaca Code of Ordinances by adding provisions establishing the Police Department; providing for the certification of police officers; establishing the position, authority, and responsibilities of the Chief of Police; and establishing the authority and duties of police officers. Presenter is Tobie Bias

12. Closed Sessions: As authorized by and subject to the applicable provisions of law, including but not limited to the Texas Government Code, Chapter 551, Open Meetings Act, the following topic(s) may be considered in Closed Session:

- Section 551.071 Consultation with City Attorney
- Section 551.072 Real Property Transactions
- Section 551.074 Personnel Matters
- Section 551.087 Economic Development Negotiations

13. Return to Open Session and take any action deemed necessary with regard to matters in closed session.

IX. COMMENTS FROM THE MAYOR, COUNCIL MEMBERS AND CITY MANAGER

X. ADJOURNMENT

Luis De La Garza Mayor

CERTIFICATION OF POSTING NOTICE

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

_____

Lorena Perez-Diaz, *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 Lorena Perez-Diaz at (361) 552-9793 Ext. 230 for assistance.

COMMUNICATION

SUBJECT: Pledge of Allegiance

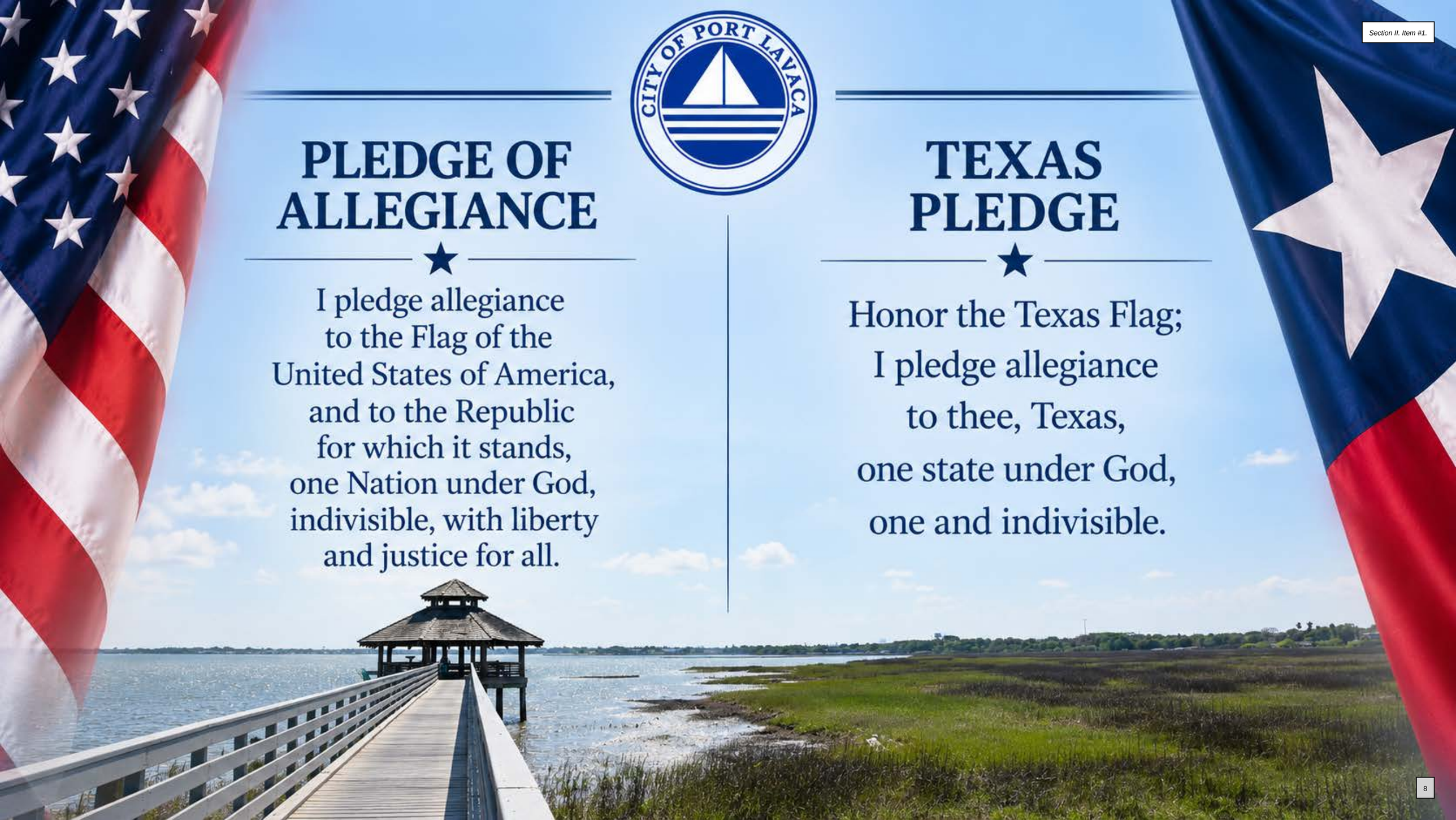
INFORMATION:

PLEDGE OF ALLEGIANCE

I pledge allegiance
to the Flag of the
United States of America,
and to the Republic
for which it stands,
one Nation under God,
indivisible, with liberty
and justice for all.

TEXAS PLEDGE

Honor the Texas Flag;
I pledge allegiance
to thee, Texas,
one state under God,
one and indivisible.



COMMUNICATION

SUBJECT: Proclamations by Mayor

INFORMATION:

October is Fire Prevention Month – October 4–10, 2026 -*"Charge into Fire Safety – Safe Charging Is a Superpower"*

Municipal Court Week- November 2–6, 2026

PROCLAMATION

WHEREAS, fire prevention and fire safety are essential to protecting the lives, homes, businesses, and property of the citizens of Port Lavaca. Fire Prevention Week provides an opportunity to educate our community about the importance of fire safety and preparedness; and

WHEREAS, October 4th - 10th, 2026, is recognized as Fire Prevention Week, with this year's theme, "Charge into Fire Safety: Safe Charging Is a Superpower," focusing on the importance of safe charging practices for lithium-ion battery-powered devices; and

WHEREAS, residents can help prevent fires by using and charging devices according to manufacturer instructions, recognizing the warning signs of damaged batteries, maintaining working smoke alarms, and developing and practicing a home fire escape plan; and

WHEREAS, automatic fire alarm systems, fire sprinkler systems, and residential smoke alarms provide critical early notification, allowing occupants valuable time to escape safely and enabling firefighters and emergency responders to act quickly to protect lives and property; and

WHEREAS, the Port Lavaca Fire Department and our dedicated first responders work throughout the year to protect our community through fire prevention, public education, emergency preparedness, and emergency response.

NOW, THEREFORE, I, Luis De la Garza, Mayor of the City of Port Lavaca, Texas, by virtue of the power vested in me, do hereby declare and proclaim that October 2026, shall be designated as

FIRE PREVENTION MONTH

"Charge into Fire Safety: Safe Charging Is a Superpower,"

in the City of Port Lavaca, and I urge all citizens to join the Mayor, Council, staff, and employees of the city to do their part to increase fire safety awareness in our community.

WITNESS MY HAND AND THE GREAT SEAL OF THE CITY OF PORT LAVACA, TEXAS, this the 12th day of October 2026.

_____

Luis De La Garza, Mayor

ATTEST:

_____

Lorena Perez-Diaz, City Secretary

PROCLAMATION

WHEREAS, Municipal Courts play an important role in our local communities and in the Texas justice system by promoting public safety, accountability, fairness, and respect for the law; and

WHEREAS, municipal judges, court clerks, court administrators, prosecutors, bailiffs, and other court personnel work diligently each day to ensure that our municipal courts operate fairly, efficiently, and with professionalism and integrity; and

WHEREAS, Municipal Courts provide an important connection between local government and the citizens they serve, addressing matters that directly affect the safety, quality of life, and well-being of our community; and

WHEREAS, Municipal Courts Week provides an opportunity to recognize the dedication and service of municipal court personnel and to educate the public about the important responsibilities of local courts and their role in the administration of justice; and

WHEREAS, the City of Port Lavaca is proud to join cities and communities throughout Texas in honoring the men and women who serve our municipal courts and expressing our sincere appreciation for their commitment to serving our citizens and community;

NOW, THEREFORE, I, Luis De La Garza, Mayor of the City of Port Lavaca, Texas, by virtue of the power vested in me, do hereby declare and proclaim that November 2nd – 6th 2026, shall be designated as

Municipal Courts Week

in the City of Port Lavaca, and I urge all citizens to join the Mayor, City Council, staff, and employees of the City in recognizing and expressing appreciation for our municipal court personnel and the important role they play in our community.

WITNESS MY HAND AND THE GREAT SEAL OF THE CITY OF PORT LAVACA, TEXAS, this the 12th day of October 2026.

_____
Luis De La Garza, Mayor

ATTEST:

_____
Lorena Perez-Diaz, City Secretary

COMMUNICATION

SUBJECT: Employee Service Award

INFORMATION:

Mary Barraza – 5 Years of Service, City Hall

OFFICIAL CERTIFICATE OF MERIT
AWARDED TO

Mary E. Barraza

IN RECOGNITION AND APPRECIATION OF FIVE (5) YEARS OF SERVICE AT THE CITY OF PORT LAVACA PRESENTED ON OCTOBER 12, 2026

LUIS DE LA GARZA , MAYOR

CITY OF PORT LAVACA TEXAS

JOANNA WEAVER, PE, CITY MANAGER

COMMUNICATION

SUBJECT: City Manager's High Five Recognitions

INFORMATION:

Eddie Taylor – Parks DepartmentDougie Carpio – Parks Department

HIGH FIVE, DOUG!

Exceptional service. A lasting impression.



DOUGLAS CARPIO

Port Lavaca Parks Department

A warm welcome to Port Lavaca

When recently an out-of-town couple approached Doug at Bayfront Park asking for directions to Lighthouse Beach, Doug had them follow him to the beach to make sure they arrived at the correct location. He then helped the gentleman navigate the entrance gate payment system and recommended a few fishing spots they should visit during their stay.

The visitor called City Hall to praise Doug's helpfulness, politeness and excellent customer service.

Doug's kindness made this couple certain they would visit Port Lavaca again.

HIGH FIVE TO OUR BEE CREW!

Keeping the public safe. Saving the bees.



Eddie Tyler

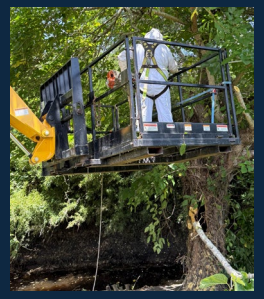
Parks Supervisor



Roger Barraza



Tyler Wright



Roger on the lift



Honey bee hive removal



Above and beyond for our city

Over the past few months, this Public Works Parks crew has gone above and beyond to safely remove honey bee hives from water meters and other locations across the city.

Parks Supervisor Eddie Tyler, a longtime beekeeper, is training Roger Barraza and Tyler Wright to locate hives, vacuum bees into a tote and relocate them safely.

They then remove the hive and treat the area to discourage the bees from returning.

Thank you for protecting our community as well as our pollinators!

COMMUNICATION

SUBJECT: Life Saving Awards

INFORMATION:

Corporal Eric GregoryOfficer Job SmithOfficer Joaquin Sandoval

Official Commendation

Official Commendation for Life-saving

Corporal Gregory

On August 28, 2026, Corporal Gregory assisted in rendering lifesaving aid to a male subject experiencing a cardiac event. His rapid assistance and decisive actions to provide CPR stabilized the victim and preserved life during the critical period before the arrival of emergency medical personnel. Absent his intervention, the victim could have succumbed to the injuries.

Through his conduct, Corporal Gregory demonstrated exemplary courage, skill, and compassion, embodying the highest standards of the Port Lavaca Police Department.

With all honor and respect this life saving award is presented to Corporal Gregory on the 12th day of October, 2026.

_____

Tobie Bias
Chief of Police
City of Port Lavaca, Texas

Official Commendation

Official Commendation for Life-saving

Officer Sandoval

On August 28, 2026, Officer Sandoval rendered lifesaving aid to a male subject experiencing a cardiac event. His rapid assessment and decisive actions to provide CPR stabilized the victim and preserved life during the critical period before the arrival of emergency medical personnel. Absent his intervention, the victim could have succumbed to the injuries.

Through his conduct, Officer Sandoval demonstrated exemplary courage, skill, and compassion, embodying the highest standards of the Port Lavaca Police Department.

With all honor and respect this life saving award is presented to Officer Sandoval on the 12th day of October, 2026.

_____

Tobie Bias
Chief of Police
City of Port Lavaca, Texas

Official Commendation

Official Commendation for Life-saving

Officer Job Smith

On September 12, 2026, Officer Smith rendered lifesaving aid to a female subject in cardiac distress due to a possible overdose. Officer Smith provided CPR and continued those measures until EMS arrived. His rapid assessment and decisive actions stabilized the victim and preserved life during the critical period before the arrival of emergency medical personnel. Absent his intervention, the victim could have succumbed to the injuries.

Through his conduct, Officer Smith demonstrated exemplary courage, skill, and compassion, embodying the highest standards of the Port Lavaca Police Department.

With all honor and respect this life saving award is presented to Officer Smith on the 12th day of October 2026.

_____

Tobie Bias
Chief of Police
City of Port Lavaca, Texas

COMMUNICATION

SUBJECT: Presentations by Police Chief

INFORMATION:

Receive a presentation from the Police Chief Tobie Bias regarding the Police Department's progress and accomplishments since his appointment as Chief of Police.

PLPD FOUR (4) MONTHS IN

Chief Tobie Bias

FULL STAFF FOR THE FIRST TIME IN A DECADE, WITH INTERESTED APPLICANTS

TPCA RECOGNIZED NEW POLICE MANUAL TAILORED AND IN PLACE

SIX (6) LIFE SAVING AWARDS PROVIDED

INTERVIEWED EVERY EMPLOYEE FOR INPUT ON FUTURE OF THEIR CAREERS AND THE DEPARTMENT

STAFFING SURVEY SUGGESTED 27 SWORN, WE ARE ATTEMPTING TO REACH 25 SWORN, FROM 21 SWORN- REMAINING FISCALLY MINDFUL

ACCOMPLISHMENTS

BI-WEEKLY MEETING WITH THE DISTRICT ATTORNEY'S OFFICE

BUILT A RELATIONSHIP WITHT THE JPS IN THE COUNTY

287G PROGRAM

LT. BURRIS COMPLETED FIRST PHASE LEMIT LEADERSHIP COMMAND COLLEGE

GRANT APPROVED MDT AND IN-CAR CAMERA SYSTEMS COMING- AFTER WAIVER LETTER IS RECEIVED

ACCOMPLISHMENTS

CITY OF PORT LAVACA

MUNICIPAL COURT
WARRANT ROUND-UP INCENTIVE REPORT

Reporting Period: September 3–30, 2026

PROGRAM RESULTS

Reporting Metric	Total
Individuals who participated	18
Total warrants cleared	42
Failure to Appear (FTA) dismissals under amnesty	16
Total amount collected	$10,592.90

REPORT SUMMARY

During the September 3–30, 2026 Warrant Round-Up Incentive Program, 18 individuals participated, resulting in a total of 42 warrants cleared. Of those warrants, 16 Failure to Appear (FTA) charges were recorded as dismissed under the amnesty incentive. The Municipal Court collected $10,592.90 during the reporting period.

Warrant Round-Up

ACCOMPLISHMENTS

NOTIFICATION SYSTEM SWITCHED FROM CODE RED TO EVERBRIDGE

STARTED THE TPCA RECOGNITION PROCESS- LARGE UNDERTAKING

CASE LOAD FOR CID HAS BEEN REDUCED BY MORE THAN 50% WITH MULTIPLE OLDER CASES LOCATED AND CLOSED.

REDUCED DEPARTMENTAL SUPERVISION RATE FROM 62% TO 57%

REDUCED OVERTIME- AVERAGE WAS 220-280HRS PER PAY PERIOD, NOW 100-150HRS

COMPLETE TPCA RECOGNITION PROGRAM

HOST FBI- LEEDA SLI IN DECEMBER, SCHEDULE CLI AND ELI IN 2027 FOR TRILOGY

REDUCE SURERVISOR POSITIONS FROM 57% TO 36% OR A 3:1 RATIO

ADD 4 OFFICERS THOUGH APPROVED GRANTS

REALLIGN DEPARTMENT TO PROVIDE 4 SHIFTS OF 4 OFFICERS, 1 ADDED CID, 1 MOTORCYCL- (287G) FUNDED, NOT TAXES

LT. SALLES TO START HIS DEGREE JOURNEY

SGT. BARNETT APPLY TO LEMIT LCC

GOALS

COMMUNICATION

SUBJECT: Presentation by Events Coordinator

INFORMATION:

Receive a presentation from Events Coordinator Tania French regarding the proposed establishment of a Food Truck Court at the corner of Main Street and Commerce Street.

Food Truck Court Monthly Pricing Comparison

City of Port Lavaca | Council discussion |

The proposed Port Lavaca rates range from $300 to $400 per month by electrical service level, with electricity included. The closest published food park and park vending rates are $350 per month in Aransas Pass and at Corpus Christi's Cole Park. These programs differ in amenities and operating terms.

Location / program	Monthly price	Electricity	Comparison note
Port Lavaca proposed	$300 / $350 / $400	110/120 V / 30 A / 50 A; electricity included	Proposed monthly pad rent
Good Vibes Food Park, Aransas Pass	$350	Hookups available; usage inclusion not stated	Private food park
Cole Park, Corpus Christi	$350	Electric terms not published on fee page	City seasonal vending permit
Victoria	No pad rent published	Separate $100 city vendor permit	Permit is not space rent

Reading the comparison. Victoria's $100 is a city permit charge, not a monthly truck pad rental. Corpus Christi's $350 is a seasonal park permit. Good Vibes lists access to hookups but does not specify whether electric consumption is included.

Proposed Port Lavaca terms. Monthly rent would include the assigned electrical connection; generators would be allowed as backup power only. The figures are a pricing proposal, subject to council action.

Food Truck Court Vendor Onboarding Packet

City of Port Lavaca | Working draft for staff review

This packet outlines the proposed monthly rates, site rules and documents needed before a food truck opens at the court near the Commerce Street entrance to Bayfront Peninsula Park. A vendor must have an assigned pad and a signed site-use agreement before operating. Rates and terms below are proposed until approved by the City.

1 Court overview

Location: Commerce Street at the Bayfront Peninsula Park entrance, Port Lavaca. Final street address to be confirmed.

Hours: Each vendor will provide proposed operating days and hours. The City will record the approved schedule in the site-use agreement; vendors must notify the City of extended closures or changes to that schedule.

Shared features: assigned pads, approved electrical connections, shared seating, site lighting and designated trash facilities. The City maintains common areas; each vendor maintains its assigned pad, unit and immediate service area.

2 Proposed monthly rates

Electrical service at assigned pad	Monthly rate	Includes
Standard 120V outlet	$300	Pad rental and approved electricity
30 amp hookup	$350	Pad rental and approved electricity
50 amp hookup	$400	Pad rental and approved electricity

Select one service level based on the truck's electrical requirements and the approved pad. Electricity is included in that tier; it is not a separate add-on charge. Vendors may connect only to the assigned outlet using City-approved cords and equipment. No unauthorized splitters, additional loads or connections to another pad.

Payment is due on the first day of each month. Any late charge or deposit must appear in the approved rate schedule and signed agreement; none is stated in this draft.

3 Documents to submit before opening

The City will confirm any separate site or location approval and current local documentation requirements before publishing this checklist. A state food license does not replace applicable fire, location or other laws.

- ☐ Current Texas DSHS mobile food vendor license for this vehicle, or documentation DSHS permits during its licensing transition.
- ☐ Proof of required food-handler or food-manager credentials, as applicable to the operation.
- ☐ Proof of fire inspection or clearance required for the unit and its equipment.
- ☐ Texas sales tax permit, valid vehicle registration, driver's license for the operator and vehicle liability insurance, as applicable.
- ☐ Proof of general liability insurance meeting City agreement requirements. I am thinking $1 million minimum; Please confirm the final amount.
- ☐ Completed vendor information and emergency contact forms.
- ☐ Signed site-use agreement and rules acknowledgment; assigned pad and approved power level confirmed by the City.

4 Rules and regulations

Site use and access

- Operate only from the assigned pad and within the approved operating schedule. Keep the truck ready to move when required for site operations or emergencies.

- Serve toward the shared seating area. Keep the walking route across the park side of the pad, the stairs, ramp, sidewalks, doors, fire access and utility equipment clear at all times.
- Place signs, lines, menus and any vendor furniture only where approved. No drive-through service or sales from a public street or sidewalk unless separately authorized.

Power and generators

- Routine operation must use the City-approved electrical connection at the selected service level. Vendors must report outages or unsafe outlets promptly and must not alter site wiring.
- Generators are backup power only. Prior City approval is required for an outage or another approved circumstance. The City may set placement, operating time, exhaust direction, noise and fire-safety conditions. Generator use does not reduce the monthly rate.
- Do not run cords through a pedestrian route or make an unapproved extension to another pad. Do not use a temporary potable-water connection to the site; carry water in the unit's approved onboard system.

Food safety and waste

- Maintain the DSHS license and all applicable food-safety requirements. Keep a lidded customer trash receptacle at the truck and remove litter from the pad and immediate service area daily.
- Use designated trash facilities. Collect cooking grease, food waste, gray water and wastewater for lawful off-site disposal; never discharge them onto the ground, into landscaping or into storm drains.

Safety and conduct

- Maintain accessible fire extinguishers, safe fuel storage and functioning safety equipment. Report hazards, spills, power problems and damage to City staff promptly.
- Treat guests, neighboring vendors and City staff respectfully. No harassment, unsafe conduct or excessive noise. Alcohol sales require the City's written authorization and all applicable licenses.
- The City may inspect the site and require correction of site-rule violations. Suspension or termination of pad use follows the signed agreement and applicable law; an immediate safety hazard may require operations to stop while it is addressed.

5 Agreement term and responsibilities

Proposed term: six months initially, then month-to-month. Either party may end a month-to-month arrangement with 30 days' written notice under the signed agreement. The agreement should also address early action for nonpayment, loss of required licensing or insurance, and serious safety violations.

Vendor: operate the unit, maintain permits and insurance, keep its pad clean, dispose of its waste, pay rent on time and provide accurate contact and operating-schedule information.

City: assign pads and electrical service, maintain common seating and site lighting, provide designated trash facilities and communicate planned closures or maintenance when possible.

6 Emergencies and City contacts

For an emergency, call 911 first. Then notify the City contact below. Follow directions from first responders and City staff; stop serving and disconnect equipment when instructed.

Primary City contact: _____ Phone: _____ Email: _____

After-hours contact or procedure: _____

7 Vendor information and selections

Business name: _____ Owner/operator: _____

Phone: _____ Email: _____

Truck description/plate: _____ Food type: _____

Proposed days and hours: _____

Emergency contact and phone: _____

Electrical tier requested (choose one):

☐ Standard 120V — $300/month ☐ 30 amp — $350/month ☐ 50 amp — $400/month

Truck's maximum expected electrical demand and plug type: _____

I understand that the City must confirm the assigned pad and service tier, that electricity is included in the selected monthly rate, and that a generator requires prior City approval for backup use.

Vendor signature: _____ Date: _____

8 Rules acknowledgment

I have received and read these proposed site rules. I understand that my right to operate depends on the final signed site-use agreement, required licensing and City approval of a pad and utility connection.

Vendor signature: _____ Date: _____

9 Final City opening checklist

☐ State license or qualifying transition documentation verified; applicable credentials on file.

☐ Fire review completed and insurance and required vehicle/tax documents verified.

☐ Site-use agreement signed; first payment received; pad, electrical tier and operating schedule recorded.

☐ Electrical connection and unit setup approved; generator backup procedure discussed.

☐ Stairs, ramp, walkways, exits and power access checked and kept clear.

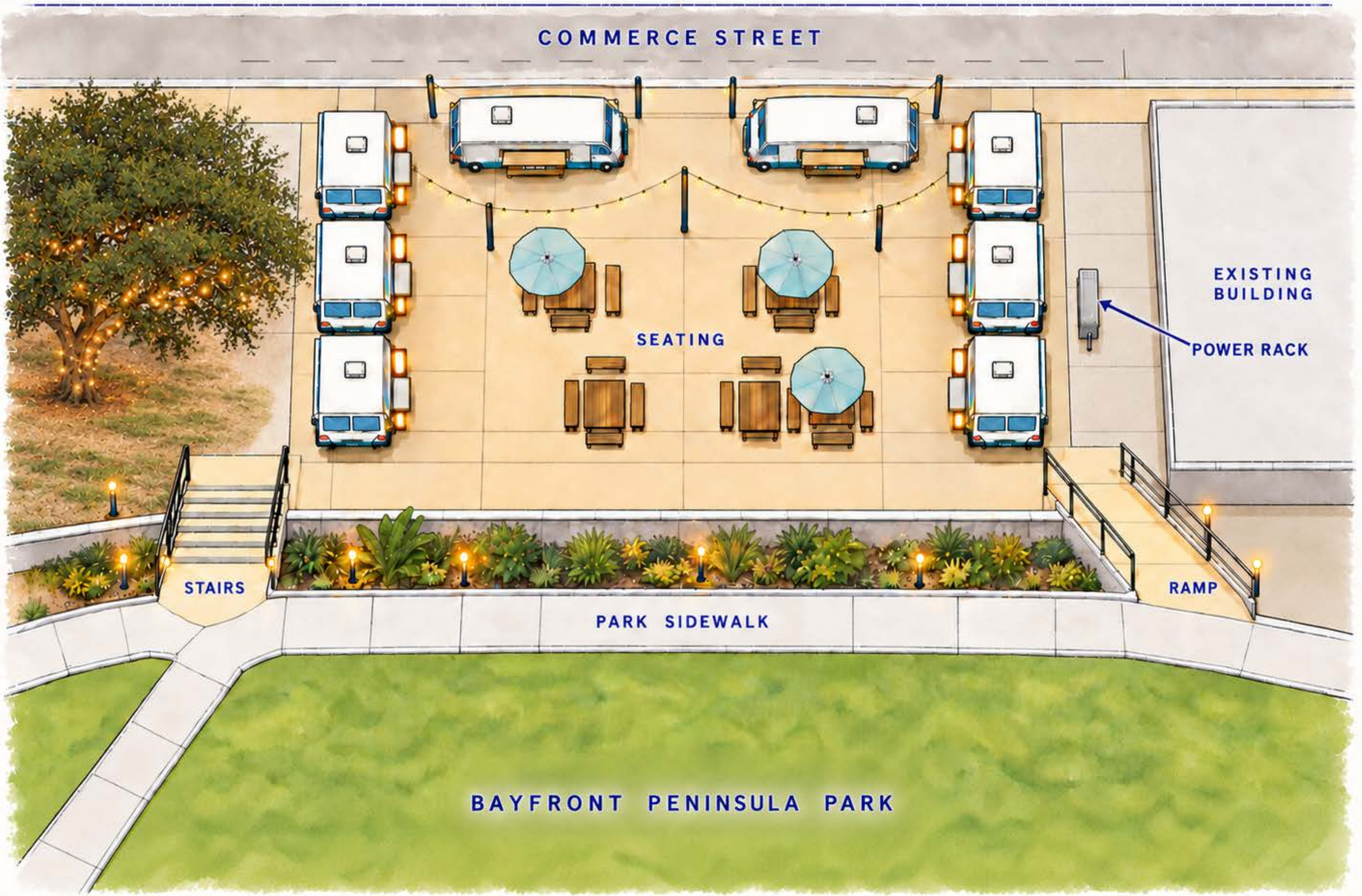
☐ Emergency contacts received; opening date confirmed with City staff.





FOOD TRUCK COURT | CONCEPT LAYOUT

Illustrative only • Not to scale



Food Truck Court Proposed Monthly Rates

Proposed addition to the City of Port Lavaca rates and fees schedule

Electrical service at truck pad	Monthly fee
Standard 120 V outlet	$300
30 amp hookup	$350
50 amp hookup	$400

Each monthly fee includes the assigned truck pad and approved electricity at the selected service level.

COMMUNICATION

SUBJECT: Minutes of September 14, 2026 Regular Meeting

INFORMATION:

CITY COUNCIL REGULAR MEETING

Monday, September 14, 2026 at 6:30 PM
City Council Chambers | 202 N. Virginia Street, Port Lavaca TX 77979

MINUTES

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

On this the 14th day of September 2026, the City Council of the City of Port Lavaca, Texas, convened in a regular session at 6:30 p.m. at the regular meeting place in Council Chambers at City Hall, 202 North Virginia Street, Port Lavaca, Texas, with the following members in attendance:

I. ROLL CALL AND CALL TO ORDER at 6:30 p.m.

Luis De La Garza	Mayor
Daniel Aguirre	Councilman, District 1
Tim Dent	Councilman, District 2
Mary E. "Sissy" Rigby	Councilwoman, District 3
Rosie G. Padron	Councilwoman, District 4, Mayor Pro Tem
Rose Bland-Stewart	Councilwoman, District 5
Justin Burke	Councilman, District 6

And with the following absent:

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

II. PLEDGE OF ALLEGIANCE AND INVOCATION

- Pledge of Allegiance: Mayor De La Garza
- Invocation: Mayor De La Garza

III. MEETING SAFETY BRIEFING:

- **911** Councilwoman District 4 (Mayor Pro Tem) Padron
- **AED** Councilman District 6 Burke
- **EVAC** Meet at corner at stop sign of Mahan and Virginia.
- **CPR** Police Chief Bias
- **SAFETY** Councilman Aguirre, District 1, expressed concerns regarding the extremely dry conditions and the potential safety hazards posed by falling trees. Mayor De La Garza commented on the burn ban currently in effect.

IV. REVIEW OF VISION AND MISSION STATEMENT

- **OUR VISION:**
  The Mayor and the City Council envision a friendly town on Lavaca Bay where economic and recreational opportunities abound, providing for a wonderful quality of life for both citizens and tourists, rich in history and looking toward a vibrant future!

- **OUR MISSION:**
  Our mission is to make Port Lavaca a desirable place to live through high-quality services, responsible use of public resources, and a progressive approach to community development. With enthusiasm, integrity, and vision, we will maintain a safe environment and continually improve the quality of life for all citizens.

V. PRESENTATION(S)

1. **Employee Service Awards**
   The City recognized the following employees for their years of dedicated service:
   - Tracy Horejsi – 10 Years of Service, Animal Control

   (Correction: The posted agenda incorrectly listed 15 years of service; the correct recognition is for 10 years of service.)
   - Weston Burris – 5 Years of Service, Police Department
   - Cindy Amejorado – 5 Years of Service, Utility Billing

2. **City Manager's High Five Recognitions**
   The City Manager Weaver recognized the following employees for their outstanding service and contributions to the City:
   - LeAnn Leal – Police Department
   - Utility Maintenance Crew – Public Works Department

3. **Presentation by the Police Chief**
   Police Chief Tobie Bias presented the new Police Department badges, highlighting the designs for the various ranks. Images of the badges were circulated among Council Members for their review.

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

- Mayor De La Garza asked for comments from the public and there were none.

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

A. Minutes of August 10, 2026 Regular Meeting
B. Minutes of August 17, 2026 Special Meeting and Workshop Session
C. Minutes of August 24, 2026 Workshop Session
D. Minutes of August 31, 2026 Workshop Session

E. Review of Credit Card Statement
F. Receive Monthly Financial Highlight Report
G. Receive Employee Training Review Acknowledgment report ending 07.31.2026
H. Receive Office of Court Administrators (OCA) Monthly report ending 07.31.2026
I. Receive Victoria Economic Development Corporation (VEDC) Monthly Report
J. Consider approval of a new lease agreement with Something More Media for Suite 4 at the Nautical Landings Building.
K. Consider request of Calhoun County Fair Association (CCFA) for a parade permit and traffic control assistance on Saturday, October 10, 2026 beginning at 10:00 a.m.; the parade route will be from Sandcrab Stadium, Sam Faubion, N. Virginia, Main streets and ending at the Bayfront Peninsula; and waiver of any fees associated with the event.

Councilman Burke, District 6, initiated discussion regarding the training-related charges reflected on the credit card statement, noting that the individuals listed were not included in the Training Evaluation Review Acknowledgment Report. Finance Director Hogan clarified that the charges were for registrations for the upcoming Texas Municipal League (TML) Conference in November and, therefore, the training had not yet occurred.

Motion made by Councilman District 6 Burke

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

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

Seconded by Councilwoman District 3 Rigby

Voting Yea:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 3 Rigby, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

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

1. **Conduct Public Hearing on the 2026-2027 fiscal year Budget. Presenter is Brittney**

Mayor De La Garza announced that the public hearing was now open at 6:48 p.m.

Finance Director Hogan explained that, in accordance with the Texas Property Tax Code, the Comptroller's Truth-in-Taxation requirements, the Local Government Code, and the City Charter, the City is required to conduct a public hearing on the proposed FY 2026–2027 Budget.

She stated that City Council voted on August 17, 2026, to schedule the public hearing for September 14, 2026. Because the proposed tax rate exceeded the No-New-Revenue Tax Rate, the required tax increase

language was included in the public hearing notice. The City complied with all applicable publication requirements by posting the notice in the Port Lavaca Wave and on the City's website.

The public hearing provided taxpayers an opportunity to express their views regarding the proposed FY 2026–2027 Budget and satisfied the public hearing requirement prior to Council's consideration of the budget adoption ordinance.

There being no public comments, Mayor De La Garza announced that the first public hearing on the proposed 2026-2027 Fiscal Year Budget was now closed at 6:49 p.m.

No action necessary and none taken.

City Attorney's Clarification: During the meeting, the City Attorney advised Council that, pursuant to new legislative requirements, the required tax impact statement must be included on the posted meeting agenda. Although the statement was provided in the agenda packet, it was not included on the posted agenda itself. Therefore, the City Attorney advised that the public hearing on the proposed FY 2026–2027 Budget would need to be conducted again following proper posting of the required statement on a subsequent meeting agenda.

2. **Conduct Public Hearing on the 2026 Tax Rate. Presenter is Brittney Hogan**

Mayor De La Garza announced that the public hearing was now open at 6:49 p.m.

Finance Director Brittney Hogan explained that, in accordance with the Texas Property Tax Code, the Comptroller's Truth-in-Taxation requirements, the Local Government Code, and the City Charter, the City is required to conduct a public hearing on the proposed 2026 Tax Rate.

She stated that on August 17, 2026, City Council took a record vote to propose a tax rate of $0.8800 per $100 of taxable valuation, representing an increase from the previous year's tax rate. Because the proposed rate exceeded the No-New-Revenue Tax Rate, it is considered a tax increase under state law, requiring a public hearing. Council subsequently scheduled the public hearing for September 14, 2026.

The public hearing provided taxpayers an opportunity to express their views regarding the proposed tax rate and satisfied the public hearing requirement prior to Council's consideration of the ordinance establishing the 2026 Tax Rate.

There being no public comments.

Mayor De La Garza announced that the first public hearing on the proposed 2026 Tax Rate was now closed at 6:50 p.m.

No action necessary and none taken.

3. **Consider Resolution No. R-091426-1 to adopt a five-year plan (2026-2031) for the Capital Improvement Program (CIP) in compliance with article 7.02(15) of the city's Home Rule Charter. Presenter is Brittney Hogan**

Motion made by Councilman District 6 Burke

WHEREAS the City Charter requires the City Manager to submit a plan for capital improvement covering the succeeding five years and proposed method of financing to the City Council prior to the beginning of each budget year; and,

WHEREAS the City Manager submitted a Five-Year Capital Program to the City Council on June 29, 2026 in compliance with the City Charter and,

WHEREAS the City Council has reviewed the Five-Year Capital Program, found it to be in compliance with all City Charter and believes its approval by resolution is in the best interest of Port Lavaca residents.

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

THAT the Five-Year Capital Program (October 1, 2026 – September 30, 2031), a copy of which is attached hereto and incorporated in the Fiscal Year Budget 2026-2027, is hereby adopted in compliance with the City Charter.

Seconded by Councilwoman District 5 Bland-Stewart

Voting Yea:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 3 Rigby, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

4. **Consider Resolution No. R-091426-2 for approval of an Interlocal Agreement with the Texas Department of Public Safety for the processing and reporting of Municipal Court information. Presenter is Lorena Perez-Diaz**

Motion made by Councilman District 6 Burke

WHEREAS, Chapter 791 of the Texas Government Code, known as the Interlocal Cooperation Act, authorizes local governments to contract with other local governments and agencies of the State to perform governmental functions and services; and

WHEREAS, the City of Port Lavaca, by and through its Municipal Court, desires to enter into an Interlocal Cooperation Contract with the Texas Department of Public Safety for participation in the Texas Conviction Reporting (TXCR) system and the electronic reporting of applicable convictions; and

WHEREAS, the City Council finds that entering into the Interlocal Cooperation Contract is in the best interest of the City and will facilitate the Municipal Court's reporting of applicable conviction information to the Texas Department of Public Safety.

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

THAT**,** the City Council hereby approves the Interlocal Cooperation Contract between the City of Port Lavaca, by and through its Municipal Court, and the Texas Department of Public Safety for participation in the Texas Conviction Reporting (TXCR) system, a copy of which is attached hereto as Exhibit "A" and incorporated herein for all purposes; and

THAT, the Mayor is hereby authorized and directed to execute the Interlocal Cooperation Contract and any related documents necessary to effectuate the purposes of this Resolution on behalf of the City of Port Lavaca.

BE IT FURTHER RESOLVED**,** that this Resolution shall become effective immediately upon its adoption.

The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered, and formally acted upon, all as required by the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended.

Seconded by Councilwoman District 3 Rigby

Voting Yea:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 3 Rigby, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

5. **Consider Resolution No. R-091426-3 adopting the City of Port Lavaca Parks Master Plan. Presenter is Jody Weaver**

Motion made by Councilman District 2 Dent

WHEREAS, the City of Port Lavaca recognizes that parks, recreational facilities, trails, waterfront areas, and open spaces contribute significantly to the quality of life, health, economic vitality, and overall character of the community; and

WHEREAS, the City engaged LJA Planning & Landscape Architecture to assist in the preparation of a comprehensive Parks & Recreation Master Plan to evaluate the City's existing parks and recreational facilities, identify community needs and opportunities, and establish a long-range vision for the future of parks and recreation in Port Lavaca; and

WHEREAS, development of the Master Plan began in early 2025 and included park and facility assessments, community engagement, coordination with the City's Comprehensive Plan, development and refinement of recommendations, and review by City leadership, staff, the Recreation and Parks Board, and the City Council; and

WHEREAS, residents were provided opportunities to participate in the planning process through public workshops and other community engagement activities, providing valuable input regarding recreational needs, priorities, and their vision for the future of parks and recreation in Port Lavaca; and

WHEREAS, the City of Port Lavaca Recreation and Parks Board has reviewed the Parks & Recreation Master Plan and recommended its adoption by the City Council; and

WHEREAS, the City Council finds that the City of Port Lavaca Parks & Recreation Master Plan, prepared by LJA Planning & Landscape Architecture and dated September 2026, provides an appropriate framework to guide future planning, investment, maintenance, programming, partnerships, and development of the City's parks and recreational system; and

WHEREAS, the City Council further recognizes that the Master Plan is intended to serve as a long-range planning and policy guide and that implementation of individual projects and recommendations will be subject to future City Council consideration, available funding, budgetary appropriations, grant opportunities, partnerships, and other applicable requirements.

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

SECTION 1. The City Council hereby adopts the City of Port Lavaca Parks & Recreation Master Plan, prepared by LJA Planning & Landscape Architecture, dated September 2026, as the City's official long-range planning guide for parks and recreation.

SECTION 2. The City Manager and City staff are authorized and encouraged to utilize the Master Plan in developing future capital improvement priorities, annual budgets, grant applications, partnerships, programs, and other initiatives related to parks and recreation.

SECTION 3. Adoption of the Master Plan does not constitute approval or authorization of any specific project, expenditure, contract, or funding commitment identified or contemplated within the Plan. Such matters shall remain subject to future consideration and approval by the City Council, as applicable.

SECTION 4. The Master Plan may be periodically reviewed and updated as community needs, priorities, funding opportunities, and conditions change.

SECTION 5. This Resolution shall become effective immediately upon its passage and approval.

Seconded by Councilwoman District 4 (Mayor Pro Tem) Padron

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 3 Rigby, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

6. **Consider Second and Final reading of an Ordinance (G-9-26) of the City of Port Lavaca amending the Code of Ordinances, Appendix A - Fees, Rates and Changes, Chapter 32 Parks and Recreation; Chapter 50, Sec. 50-67 Utilities - Water User Rates – GBRA, Residential and Commercial; and providing an effective date. Presenter is Jody Weaver**

Motion made by Councilman District 6 Burke

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

THAT, in accordance with the recommendation of staff, Council hereby approves Second and Final reading of an Ordinance (G-9-26) of the City of Port Lavaca amending the Code of Ordinances, Appendix A - Fees, Rates and Changes, Chapter 32 Parks and Recreation; Chapter 50, Sec. 50-67 Utilities - Water User Rates – GBRA, Residential and Commercial; and providing an effective date.

Seconded by Councilman District 1 Aguirre

Voting Yea:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 3 Rigby, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

7. **Consider Second and Final reading of an Ordinance (G-10-26) of the City of Port Lavaca amending the ordinance Codified and Described in the City of Port Lavaca's Code of Ordinances as Chapter 50 – Article II – Water Division 2- Water Service, Section 50-49 Deposits, and adding Section 50-37 Definitions; Providing for purpose of Ordinance; providing penalties for violations; Providing for severability; Providing a repealing clause; and Providing an effective date. Presenter is Jody Weaver**

Motion made by Councilman District 2 Dent

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

THAT, in accordance with the recommendation of staff, Council hereby approves the Second and Final reading of an Ordinance (G-10-26) of the City of Port Lavaca amending the ordinance Codified and Described in the City of Port Lavaca's Code of Ordinances as Chapter 50 – Article II – Water Division 2- Water Service, Section 50-49 Deposits, and adding Section 50-37 Definitions; Providing for purpose of Ordinance; providing penalties for violations; Providing for severability; Providing a repealing clause.

Seconded by Councilman District 1 Aguirre

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 3 Rigby, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

8. **Consider First reading of an Ordinance (S-5-26) approving the annual Budget for the City of Port Lavaca, Texas and adopting the budget document for the fiscal year October 01, 2026 thru September 30, 2027. Presenter is Brittney Hogan**

Motion made by Councilman District 2 Dent

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

THAT, in accordance with recommendation of staff, Council hereby approves the 2026-2027 Fiscal Year Annual Budget Ordinance (S-5-26), as presented by the City Manager, on this its first reading.

Seconded by Councilwoman District 5 Bland-Stewart

Voting Yea Record Vote:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 3 Rigby, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

City Attorney's Clarification: *The City Attorney advised Council that, due to the required tax impact statement not being included on the posted agenda for the FY 2026–2027 Budget Public Hearing, the public hearing would need to be conducted again in accordance with the new legislative requirements. Although the statement was included in the agenda packet, its omission from the posted agenda required corrective action prior to proceeding with the budget adoption process.*

The City Attorney further advised that the Ordinance would need to be brought back before Council following proper posting of the required information.

9. Consider First reading of an Ordinance (S-6-26) fixing the Tax Rate and Tax Levy for the City of Port Lavaca, Texas for the year 2026. Presenter is Brittney Hogan

Motion #1:
Motion made by Councilman District 2 Dent

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

THAT, the property tax rate be increased by the adoption of a tax rate of $0.8800, which is effectively a 10.44 percent increase in the tax rate; and

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

THAT, in accordance with recommendation of staff, Council hereby approves fixing the 2026 Tax Rate and Tax Levy Ordinance (S-6-26) on this its first reading.

Seconded by Councilwoman District 5 Bland-Stewart

Voting Yea and Record Vote:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

Voting Nay and Record Vote:
Councilwoman District 3 Rigby

Abstain: None

Motion #2:
Motion made by Councilman District 2 Dent

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

THAT, City Council adopts a Maintenance and Operations rate of $0.7791.

Seconded by Councilwoman District 5 Bland-Stewart

Voting Yea:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 3 Rigby, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

Voting Nay: None

Motion #3:
Motion made by Councilman District 2 Dent

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

THAT, City Council adopts an Interest & Sinking rate of $0.1009.

Seconded by Councilman District 1 Aguirre

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 3 Rigby, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

Voting Nay: None

10. **Consider First reading of an Ordinance (G-11-26) of the City of Port Lavaca amending the Ordinance codified and described in the City of Port Lavaca's Code of Ordinances as Chapter 12 Buildings and Building Regulations, Article III Flood Damage Prevention; providing for purpose of ordinance, providing for severability; providing a repealing clause; and providing an effective date. Presenter is Jody Weaver**

Motion made by Councilman District 6 Burke

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

THAT, in accordance with the recommendation of staff, Council hereby approves the Second and Final reading of an Ordinance (G-11-26) of the City of Port Lavaca amending the Ordinance codified and described in the City of Port Lavaca's Code of Ordinances as Chapter 12 Buildings and Building Regulations, Article III Flood Damage Prevention; providing for purpose of ordinance, providing for severability; providing a repealing clause.

Seconded by Councilman District 1 Aguirre

Voting Yea:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 3 Rigby, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

11. Consider approval of the proposed City Compensation Plan for Fiscal Year 2026–2027. Presenter is Jody Weaver

City Manager Weaver presented the proposed FY 2026–2027 Compensation Plan. She reminded Council that a third-party salary survey was completed in 2025, resulting in amendments to the Compensation Plan in April 2025 to implement the minimum recommended salaries. No additional changes were made to the salary schedule for FY 2025–2026.

She explained that an in-house salary survey was conducted this year using salary information obtained from various comparable entities. Based on the responses received, the City's current compensation was generally consistent with prevailing wages.

Weaver presented the following recommended adjustments to the FY 2026–2027 Compensation Plan:

- Reclassify the Municipal Court Clerk position from Salary Range 5 ($37,924–$51,197) to Salary Range 6 ($39,820–$53,757).
- Add the position of Assistant City Manager/Fire Chief at Salary Range 27, along with the proposed job description.
- Approve budgeted funds for employee merit increases equivalent to 3.5% of the total current salary figure.

Motion made by Councilman District 2 Dent

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

THAT, in accordance with recommendation of staff, Council hereby approves the proposed City Compensation plan for the 2026-2027 fiscal year as follows:

1) The City Council approves the Salary Structure entitled FY 2026-2027 as presented, which is unchanged from FY 2025-26 except for the following two changes:
   - Change the salary range for the Municipal Court Clerk from 5 to 6.
   - Add the Job Title Assistant City Manager/Fire Chief with a salary range of 27 and the job description presented.
2) The City Council approves providing budgeted funds for merit increases for all employees in an amount equal to 3.5% of the total current salary figure.
3) The City Council approves the City Headcount as follows: 97 full-time employees and 2.25 full-time equivalent part-time positions.

Seconded by Councilman District 1 Aguirre

Voting Yea:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 3 Rigby, Councilwoman District 4 (Mayor Pro Tem) Padron, and Councilwoman District 5 Bland-Stewart

Voting Nay:
Councilman District 6 Burke

12. Consider amendments to the City of Port Lavaca Human Resources and Workplace Policies. Presenter is Brittney Hogan

- **Chapter 2 Section 2.07 Nepotism**

Finance Director Brittney Hogan presented the proposed amendment to the City's nepotism policy. She explained that the current policy prohibits related employees from working within the same department, regardless of whether a supervisory relationship exists. The need to review the policy arose within the Police Department, where two brothers are interested in serving as police officers.

Director Hogan explained that staff believes the current restriction may be broader than necessary and that allowing relatives to work within the same department does not necessarily create a conflict of interest when neither employee has supervisory authority or influence over the other. The proposed amendment would allow related employees to work within the same department while prohibiting them from exercising authority or influence over one another in matters involving hiring, promotion, performance evaluations, compensation, discipline, termination, scheduling, leave approval, or other employment decisions.

Director Hogan stated that the proposed amendment would provide the City with greater flexibility in recruiting and retaining qualified employees while maintaining safeguards against nepotism, favoritism, and conflicts of interest.

Motion made by Councilman District 6 Burke

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

THAT, the City Council hereby approves the amendments to Chapter 2, Section 2.07 – Nepotism, of the City of Port Lavaca Human Resources and Workplace Policies, as presented..

Seconded by Councilwoman District 5 Bland-Stewart

Voting Yea:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 3 Rigby, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

13. Consider approval of the use of Court Security funds for the installation of a security door for the City Council Chambers/Courtroom. Presenter is Jody Weaver

City Manager Weaver presented information regarding the installation of a security door at the Municipal Court/Council Chambers. She explained that the security door was purchased and installed as part of the City's efforts to improve security and provide additional protection and controlled access to the facility. The security improvement is intended to enhance the safety of Municipal Court operations for court personnel, City employees, elected officials, defendants, witnesses, and members of the public.

City Manager Weaver stated that the City maintains a Municipal Court Security Fund for expenditures associated with providing security for the Municipal Court. Staff requested authorization to utilize available Court Security Fund monies to cover the approximately $20,000 cost of the security door and installation. She noted that utilizing the Court Security Fund for this expenditure would reduce the amount of General Fund resources needed for the project.

Motion made by Councilwoman District 5 Bland-Stewart

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

THAT, the City Council hereby approves the use of Municipal Court Security Fund, in an amount not to exceed twenty thousand dollars ($20,000.00), to fund the purchase and installation of the security door at the Municipal Court/Council Chambers.

Seconded by Councilwoman District 4 (Mayor Pro Tem) Padron

Voting Yea:
Councilman District 2 Dent, Councilwoman District 3 Rigby, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

Voting Nay:
Councilman District 1 Aguirre

14. Consider appointment of a representative to serve on the Golden Crescent Regional Planning Commission (GCRPC) Economic Development Advisory Committee. Presenter is Jody Weaver

City Manager Jody Weaver presented the item regarding the opportunity to appoint a representative from the City of Port Lavaca to the Golden Crescent Regional Planning Commission (GCRPC) Regional Economic Development Advisory Committee (REDAC). She explained that a position is available specifically for a City representative and that the committee meets at least twice annually, with an annual meeting required in September. City Manager Weaver stated that she felt it was important for the City of Port Lavaca to be represented on the committee and offered to serve if no member of the City Council wished to volunteer.
Motion made by Councilman District 2 Dent

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

THAT, Council hereby appoints City Manager Jody Weaver to serve as the City of Port Lavaca's representative on the Golden Crescent Regional Planning Commission (GCRPC) Regional Economic Development Advisory Committee (REDAC) for a two-year term.

Seconded by Councilwoman District 4 (Mayor Pro Tem) Padron

Voting Yea:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 3 Rigby, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

15. Consider awarding the construction contract for the City of Port Lavaca Harbor of Refuge Shoreline Restoration Project, GLO CDBG-MIT Contract No. 24-065-167-F082. Presenter is Jim Rudellat

City Manager Weaver presented information regarding the Harbor of Refuge Shoreline Improvements Project. She stated that the City of Port Lavaca was awarded funding through the GLO CDBG-MIT

Program, Contract No. 24-065-167-F082, for public infrastructure improvements and shoreline protection measures at the Harbor of Refuge.

City Manager Weaver explained that portions of the shoreline at the former landfill area have experienced significant erosion. The proposed improvements will be located along the west side of the entrance channel and are intended to stabilize the shoreline, reduce further erosion, and protect the surrounding public infrastructure.

The project generally consists of regrading and sloping the existing bay shoreline and installing erosion-control blankets and fabrics to provide shoreline stabilization and improve the long-term resiliency of the area. City Manager Weaver noted that the project is fully funded through grant funds and requires no matching funds from the City.

Motion made by Councilman District 6 Burke

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

THAT, the City Council hereby approves Staff's recommendation to award the construction contract to Rexco, Inc. in the amount of One Hundred Forty-Five Thousand Two Hundred Forty-One Dollars ($145,241.00), for the Base Bid and Alternate Bid No. 1, with a contract time of thirty (30) calendar days.

Seconded by Councilman District 1 Aguirre

Voting Yea:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 3 Rigby, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

16. Consider approval of the Certificate of Completion and Release of Retainage to Taylor Marine Construction for the B1 MIP1 City of Port Lavaca Shoreline Cleanup Project No. 582-23-42179. Presenter is Jim Rudellat

City Manager Weaver provided an update regarding the vessel removal project. She reported that Taylor Marine Construction completed the removal of vessels from Site A and Site B during June and July 2026. The required Letter of Destruction was provided, confirming the destruction and appropriate disposal of the vessels and associated debris.

City Manager Weaver stated that the project is now complete and that all required closeout documentation has been submitted. She further noted that the project was fully funded through grant funds, with no City matching funds required.

Motion made by Councilwoman District 3 Rigby

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

THAT, the City Council hereby approves the recommendation of the Port Commission to accept the Certificate of Completion and authorize the release of retainage to Taylor Marine Construction for the B1 MIP1 City of Port Lavaca Shoreline Cleanup Project, Grant No. 582-23-42179.

Seconded by Councilwoman District 5 Bland-Stewart

Voting Yea:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 3 Rigby, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

17. Consider a commercial development project on property described as Port Lavaca Original Townsite, Block 41, Lots 7, 8, and 9, located at 120 S. San Antonio Street. Presenter is Derrick Smith

City Manager Weaver presented a request from Iliana Campos for approval of a conceptual plan to place two modular buildings at 120 S. San Antonio Street for use in conjunction with her massage business and nail salon.

Weaver explained that the City's regulations require Planning Commission approval prior to the construction of multifamily dwellings, townhouses, patio homes, or other commercial development projects, with certain exceptions for multifamily dwellings of four units or less on properly platted property.

Weaver stated that the proposed development complies with the City's Future Land Use Plan and that staff recommends approval of the conceptual plan.

Motion made by Councilman District 1 Aguirre

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

THAT, the City Council hereby approves the recommendation of the Planning Board to approve the conceptual plan for the proposed two modular buildings, with final approval subject to compliance with all applicable City requirements, including parking, setbacks, and water and sewer connections.

Seconded by Councilman District 6 Burke

Voting Yea:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 3 Rigby, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

18. **Closed Session: As authorized by and subject to the applicable provisions of law, including but not limited to the Texas Government Code, Chapter 551, Open Meetings Act, the following topic(s) may be considered in Closed Session:**

- Section 551.071 Consultation with City Attorney
- Section 551.072 Real Property Transactions
- Section 551.074 Personnel Matters (City Manager)
- Section 551.087 Economic Development Negotiations

Mayor De La Garza announced that Council would retire into closed session at 7:45 p.m.

19. **Return to Open Session and take any action deemed necessary with regard to matters in closed session**

Mayor De La Garza announced that the City Council reconvened into open session at 7:51 p.m.

No action was taken following the Executive Session.

IX. COMMENTS FROM THE MAYOR, COUNCIL MEMBERS AND CITY MANAGER

X. ADJOURNMENT

Mayor De La Garza asked for motion to adjourn.

Motion made by Councilman District 2 Dent

Seconded by Councilwoman District 4 (Mayor Pro Tem) Padron

Voting Yea:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 3 Rigby, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, Councilman District 6 Burke

Meeting adjourned at 8:42 p.m.

These minutes were approved on October 12, 2026.

ATTEST:

Luis De La Garza, Mayor

Lorena Perez-Diaz, City Secretary

COMMUNICATION

SUBJECT: Minutes of September 21, 2026 Special Meeting

INFORMATION:

CITY COUNCIL SPECIAL MEETING

Monday, September 21, 2026 at 5:30 PM
City Council Chambers | 202 N. Virginia Street, Port Lavaca TX 77979

MINUTES

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

On this the 21sr day of September 2026, the City Council of the City of Port Lavaca, Texas, convened in a Special meeting at 5:30 a.m. at the regular meeting place in Council Chambers at City Hall, 202 North Virginia Street, Port Lavaca, Texas, with the following members in attendance:

I. ROLL CALL AND CALL TO ORDER at 5:30 p.m.

Luis De La Garza	Mayor
Daniel Aguirre	Councilman, District 1
Tim Dent	Councilman, District 2
Rosie G. Padron	Councilwoman, District 4, Mayor Pro Tem
Justin Burke	Councilman, District 6

And with the following absent:

Mary E. "Sissy" Rigby	Councilwoman, District 3
Rose Bland-Stewart	Councilwoman, District 5

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

II. PLEDGE OF ALLEGIANCE AND INVOCATION

- Pledge of Allegiance: Councilman District 1 Aguirre
- Invocation: Mayor De La Garza

III. MEETING SAFETY BRIEFING:

- **911** Councilman District 2 Dent
- **AED** Councilman District 6 Burke
- **EVAC** Meet at the corner of Mahan Street and Virginia Street, at the stop sign.
- **CPR** Police Chief Tobie Bias
- **SAFETY** Mayor De La Garza reminded everyone to remain alert and exercise caution due to recent snake activity in the area..

IV. REVIEW OF VISION AND MISSION STATEMENT

- **OUR VISION:**
  The Mayor and the City Council envision a friendly town on Lavaca Bay where economic and recreational opportunities abound, providing for a wonderful quality of life for both citizens and tourists, rich in history and looking toward a vibrant future!

- **OUR MISSION:**
  Our mission is to make Port Lavaca a desirable place to live through high-quality services, responsible use of public resources, and a progressive approach to community development. With enthusiasm, integrity, and vision, we will maintain a safe environment and continually improve the quality of life for all citizens.

V. PRESENTATION(S) None

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

- Mayor De La Garza asked for comments from the public and there were none.

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

1. **Conduct Public Hearing on the 2026-2027 fiscal year Budget. Presenter is Brittney Hogan**

Mayor De La Garza announced that the public hearing was now open at 5:34 p.m.

Finance Director Hogan explained that, in accordance with the Texas Property Tax Code, the Comptroller's Truth-in-Taxation requirements, the Local Government Code, and the City Charter, the City is required to conduct a public hearing on the proposed FY 2026–2027 Budget.

She stated that City Council voted on August 17, 2026, to schedule the public hearing for September 14, 2026. Because the proposed tax rate exceeded the No-New-Revenue Tax Rate, the required tax increase language was included in the public hearing notice. The City complied with all applicable publication requirements by posting the notice in the Port Lavaca Wave and on the City's website.

The public hearing provided taxpayers an opportunity to express their views regarding the proposed FY 2026–2027 Budget and satisfied the public hearing requirement prior to Council's consideration of the budget adoption ordinance.

There being no public comments, Mayor De La Garza announced that the first public hearing on the proposed 2026-2027 Fiscal Year Budget was now closed at 5:36 p.m.

No action necessary and none taken.

2. **Consider First reading of an Ordinance (S-5-26) approving the annual Budget for the City of Port Lavaca, Texas and adopting the budget document for the fiscal year October 01, 2026 thru September 30, 2027. Presenter is Brittney Hogan**

Motion made by Councilman District 6 Burke

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

THAT, in accordance with recommendation of staff, Council hereby approves the 2026-2027 Fiscal Year Annual Budget Ordinance (S-5-26), as presented by the City Manager, on this its first reading.

Seconded by Councilman District 2 Dent

Voting Yea Record Vote:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 4 (Mayor Pro Tem) Padron, and Councilman District 6 Burke

3. **Consider request of Our Lady of the Gulf Catholic Church for a parade permit and traffic control assistance for the "Marian Rosary" procession parade on Sunday, October 11, 2026 beginning at 5:00 p.m. and also request waiver of any fees associated with the event. Presenter is Tobie Bias**

Police Chief Bias presented a request from Our Lady of the Gulf Catholic Church for a parade permit and traffic control assistance for the "Marian Rosary" procession scheduled for Sunday, October 11, 2026, beginning at 5:00 p.m. Chief Bias also presented the Church's request for a waiver of any fees associated with the event.

Motion made by Councilman District 2 Dent

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

THAT, in accordance with Staff's recommendation, the City Council hereby approves the request from Our Lady of the Gulf Catholic Church for a parade permit and traffic control assistance for the "Marian Rosary" procession scheduled for Sunday, October 11, 2026, beginning at 5:00 p.m., and further approves the waiver of all applicable City fees associated with the event.

Seconded by Councilwoman District 4 (Mayor Pro Tem) Padron

Voting Yea:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 4 (Mayor Pro Tem) Padron, and Councilman District 6 Burke

4. **Consider acceptance of the Certificate of Final Completion and approval of the release of retainage in the amount of $12,079.44 for the Downtown Waterfront Public Improvements – Parking Lot & Sidewalk Improvements – 2024 Matagorda Bay Mitigation Grant Project No. 053. Presenter is Jody Weaver**

City Manager Jody Weaver presented information regarding the Downtown Waterfront Public Access Improvements – Parking Lot & Sidewalk Improvements Project, funded in part through the Matagorda Bay Mitigation Trust grant. She reported that Lester Contracting, Inc. completed the construction work in accordance with the project requirements and that the completed improvements successfully passed the required ADA inspection. All required project closeout documentation has been submitted.

City Manager Weaver stated that the project was budgeted and that the associated costs would be paid from the City's Ports & Harbors Fund. She further reported that the Port Commission reviewed the project documentation at its September 15, 2026 meeting and recommended that the City Council approve the Certificate of Completion and authorize the release of retainage in the amount of $12,079.44 to Lester Contracting, Inc., subject to all applicable closeout requirements.

Motion made by Councilman District 1 Aguirre

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

THAT, in accordance with Staff's recommendation, the City Council hereby approves the Certificate of Completion and authorizes the release of retainage in the amount of Twelve Thousand Seventy-Nine Dollars and Forty-Four Cents ($12,079.44) to Lester Contracting, Inc. for the City of Port Lavaca Downtown Waterfront Public Access Improvements – Parking Lot & Sidewalk Improvements Project, subject to all applicable closeout requirements.

Seconded by Councilman District 6 Burke

Voting Yea:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 6 Burke

5. **Consider acceptance of the project as complete and approval of the release of retainage in the amount of $12,554.69 to Lauger Companies, Inc. for the City Hall Master Plan Phase IV: Security Upgrades & Interior Renovation Project. Presenter is Jody Weaver**

City Manager Jody Weaver presented information regarding the City of Port Lavaca City Hall Master Plan Phase IV: Security Upgrades & Interior Renovation Project. She explained that the project was undertaken to improve the security, functionality, and interior conditions of City Hall and included approved security upgrades and interior improvements intended to provide a safer and more functional environment for City staff and the public.

City Manager Weaver reported that the contractor completed the required work in accordance with the project plans, specifications, and contract requirements. The project was inspected, and the completed work was determined to be satisfactory.

City Manager Weaver further stated that the project was budgeted and that the associated costs would be paid from the City's General Fund.

Motion made by Councilman District 2 Dent

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

THAT, in accordance with Staff's recommendation, the City Council hereby approves the Certificate of Completion and authorizes the release of retainage in the amount of Twelve Thousand Five Hundred Fifty-Four Dollars and Sixty-Nine Cents ($12,554.69) for the City of Port Lavaca City Hall Master Plan Phase IV: Security Upgrades & Interior Renovation Project, subject to the receipt and verification of all required project closeout documentation.

Seconded by Councilman District 6 Burke

Voting Yea:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 6 Burke

6. **Consider authorizing the City Manager to approve Change Order No. 2 to the construction contract for CDBG-MIT GLO Contract No. 22-087-001-D226 to provide for additional quantities of material necessary to complete the marsh area in accordance with the project design. Presenter is Jody Weaver**

City Manager Jody Weaver presented information regarding proposed Change Order No. 2 for the CDBG-MIT Coastal Resiliency Living Shoreline Project being constructed by Maverick Constructors. She explained that the project includes the creation of a marsh area behind the reef breakwater and that stockpiled dredge material from Smith Harbor was intended to provide the soil necessary to construct the marsh area.

City Manager Weaver reported that after all available suitable material from the Smith Harbor stockpile was transported to the project site, approximately 1,100 cubic yards of additional material was still needed to complete the marsh area as designed. Material previously removed from the Lighthouse Beach boat ramp channel was evaluated but determined to be unsuitable. Maverick Constructors worked with local contractors to identify an alternative source for the additional soil.

City Manager Weaver stated that the estimated cost to acquire and transport the additional material is $30,360, plus an allowable fifteen percent (15%) contractor markup of $4,554, for an estimated total change order of $34,914. Due to the time-sensitive nature of the project, Staff requested authorization for the City Manager to approve Change Order No. 2 in an amount not to exceed $40,000.

City Manager Weaver further stated that adequate grant funding is available to cover the additional cost and that no additional labor costs are included in the proposed change order, as the labor necessary to install the material is already included in the existing construction contract. She also noted that Change Order No. 1, in the amount of $11,100, was previously issued for additional bedding stone required for the reef breakwater.

Motion made by Councilman District 6 Burke

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

THAT, in accordance with Staff's recommendation, the City Council hereby authorizes the City Manager to approve Change Order No. 2 for the CDBG-MIT Coastal Resiliency Living Shoreline Project, in an amount not to exceed Forty Thousand Dollars ($40,000.00), for the acquisition and delivery of additional marsh-building material necessary to complete the marsh area as designed.

Seconded by Councilman District 1 Aguirre

Voting Yea:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 6 Burke

VIII. TAXPAYER IMPACT STATEMENT

(Required under Texas Government Code §551 as amended by HB 1522, effective September 1, 2025)

This notice informs taxpayers of the potential impact of the proposed budget and tax rate for Fiscal Year 2026-27, comparing what would be paid under the no-new revenue tax rate versus the proposed tax rate.

1. Average Taxable Homestead Value

Prior Year (FY 2025-2026)	$154,791.00
Current Year (FY 2026-2027)	$162,756.00

2. Tax Rates

No-New-Revenue Tax Rate (FY 2026-2027)	$0.7968 per $100 valuation
Proposed Tax Rate (FY 2026-2027)	$0.8800 per $100 valuation

3. Estimated Annual Tax Bill Comparison

Scenario	Tax Rate	Estimated Tax Bill	Difference from No-New-Revenue
Prior Year (FY 2025-2026)	$0.8000	$1,238	$59
No-New-Revenue Tax Rate (FY 2026-2027)	$0.7968	$1,297	$0
Proposed Tax Rate (FY 2026-2027)	$0.8800	$1,432	$135

Calculations

- Prior Year Tax Bill = ($154,791 ÷ 100) x $0.8000 = $1,238.33
- No-New-Revenue Tax Bill = ($162,756 ÷ 100) x $0.7968 = $1,296.84
- Proposed Tax Bill = ($162,756 ÷ 100) x $0.8800 = $1,432.26

Summary

If the City of Port Lavaca adopts the proposed tax rate of $0.8800 Per $100 valuation, the average homestead owner would pay approximately $135.42 more annually compared to the no-new-revenue tax rate. This increase supports continued city services and infrastructure investments.

XII. COMMENTS FROM THE MAYOR, COUNCIL MEMBERS AND CITY MANAGER

VIII. ADJOURN SPECIAL MEETING

Mayor De La Garza asked for motion to adjourn.

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

Seconded by Councilman District 2 Dent

Voting Yea:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 6 Burke

Meeting adjourned at 5:56 p.m.

These minutes were approved on October 12, 2026.

ATTEST:

Luis De La Garza, Mayor

Lorena Perez-Diaz, City Secretary

COMMUNICATION

SUBJECT: Minutes of September 22, 2026 Special and Workshop Session

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INFORMATION:

CITY COUNCIL SPECIAL/WORKSHOP MEETING

Tuesday, September 22, 2026 at 5:30 PM
City Council Chambers | 202 N. Virginia Street, Port Lavaca TX 77979

MINUTES

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

On this the 22nd day of August 2026, the City Council of the City of Port Lavaca, Texas, convened in a Special and Workshop session at 5:30 p.m. at the regular meeting place in Council Chambers at City Hall, 202 North Virginia Street, Port Lavaca, Texas, with the following members in attendance:

I. ROLL CALL AND CALL TO ORDER at 5:30 p.m.

Luis De La Garza	Mayor
Daniel Aguirre	Councilman, District 1
Tim Dent	Councilman, District 2
Rosie G. Padron	Councilwoman, District 4, Mayor Pro Tem
Rose Bland-Stewart	Councilwoman, District 5
Justin Burke	Councilman, District 6

And with the following absent:

Mary E. "Sissy" Rigby	Councilwoman, District 3

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

II. PLEDGE OF ALLEGIANCE AND INVOCATION

- Pledge of Allegiance: Councilwoman District 5 Bland-Stewart
- Invocation: Mayor De La Garza

III. MEETING SAFETY BRIEFING:

- **911** Councilman District 1 Burke
- **AED** Councilman District 6 Burke
- **EVAC** Meet at the corner of Mahan Street and Virginia Street, at the stop sign.
- **CPR** Police Chief Tobie Bias

- **SAFETY** Mayor De La Garza reminded everyone that temperatures remained very hot and everyone to stay hydrated by drinking plenty of water and electrolytes.

IV. REVIEW OF VISION AND MISSION STATEMENT

- **OUR VISION:**
  The Mayor and the City Council envision a friendly town on Lavaca Bay where economic and recreational opportunities abound, providing for a wonderful quality of life for both citizens and tourists, rich in history and looking toward a vibrant future!
- **OUR MISSION:**
  Our mission is to make Port Lavaca a desirable place to live through high-quality services, responsible use of public resources, and a progressive approach to community development. With enthusiasm, integrity, and vision, we will maintain a safe environment and continually improve the quality of life for all citizens.

V. PRESENTATION(S) None

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

- Mayor De La Garza asked for comments from the public and the following citizen spoke:
  - Citizen Jan Regan, expressed her support for the proposed plans for the former Regan Building. She stated that she was pleased the plans would preserve portions of the existing structure rather than completely demolishing the building.
  - Citizen Russell Cain expressed his support for the proposed plans for the former Regan Building.

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

1. **Consider Second and Final reading of an Ordinance (S-5-26) approving the annual Budget for the City of Port Lavaca, Texas and adopting the budget document for the fiscal year October 01, 2026 thru September 30, 2027. Presenter is Brittney Hogan**

Motion made by Councilman District 2 Dent

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

THAT, in accordance with recommendation of staff, Council hereby approves the 2026-2027 Fiscal Year Annual Budget Ordinance (S-5-26), as presented by the City Manager, on this its first reading.

Seconded by Councilman District 1 Aguirre

Voting Yea Record Vote:

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

2. **Consider Second and Final reading of an Ordinance (S-6-26) fixing the Tax Rate and Tax Levy for the City of Port Lavaca, Texas for the year 2026. Presenter is Brittney Hogan**

Motion #1:
Councilwoman District 5 Bland-Stewart

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

THAT, the property tax rate be increased by the adoption of a tax rate of $0.8800, which is effectively a 10.44 percent increase in the tax rate; and

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

THAT, in accordance with recommendation of staff, Council hereby approves fixing the 2026 Tax Rate and Tax Levy Ordinance (S-6-26) on this its first reading.

Seconded by Councilman District 1 Aguirre

Voting Yea and Record Vote:
Councilman District 1 Aguirre, Councilman District 2 Dent, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilwoman District 5 Bland-Stewart, and Councilman District 6 Burke

Voting Nay and Record Vote: None

Abstain: None

Motion #2:
Motion made by Councilwoman District 5 Bland-Stewart

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

THAT, City Council adopts a Maintenance and Operations rate of $0.7791.

Seconded by Councilman District 2 Dent

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

Voting Nay: None

Motion #3:
Motion made by Councilwoman District 5 Bland-Stewart

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

THAT, City Council adopts an Interest & Sinking rate of $0.1009.

Seconded by Councilman District 1 Aguirre

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

Voting Nay: None

3. **Consider Ratification of Property Tax increase reflected in the 2026-2027 FY Budget. Presenter is Brittney Hogan**

City Manager Weaver explained that, in accordance with Section 102.007(c) of the Texas Local Government Code, when the City adopts a budget that raises more revenue from property taxes than was generated in the previous year, the City Council is required to take a separate vote to ratify the property tax increase reflected in the adopted budget. This vote is separate from the vote to adopt the budget and the vote to set the tax rate.

Motion made by Councilman District 1 Aguirre

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

THAT, in accordance with recommendation of staff, Council hereby approves to ratify the property tax revenue increase reflected in the 2026-2027 fiscal year Budget.

Seconded by Councilman District 6 Burke

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

VIII. TAXPAYER IMPACT STATEMENT

(Required under Texas Government Code §551 as amended by HB 1522, effective September 1, 2025)

This notice informs taxpayers of the potential impact of the proposed budget and tax rate for Fiscal Year 2026-27, comparing what would be paid under the no-new revenue tax rate versus the proposed tax rate.

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3. Estimated Annual Tax Bill Comparison

Scenario	Tax Rate	Estimated Tax Bill	Difference from No-New-Revenue
Prior Year (FY 2025-2026)	$0.8000	$1,238	$59
No-New-Revenue Tax Rate (FY 2026-2027)	$0.7968	$1,297	$0
Proposed Tax Rate (FY 2026-2027)	$0.8800	$1,432	$135

Calculations

- Prior Year Tax Bill = ($154,791 ÷ 100) x $0.8000 = $1,238.33
- No-New-Revenue Tax Bill = ($162,756 ÷ 100) x $0.7968 = $1,296.84
- Proposed Tax Bill = ($162,756 ÷ 100) x $0.8800 = $1,432.26

Summary

If the City of Port Lavaca adopts the proposed tax rate of $0.8800 Per $100 valuation, the average homestead owner would pay approximately $135.42 more annually compared to the no-new-revenue tax rate. This increase supports continued city services and infrastructure investments.

VIII. ADJOURN SPECIAL MEETING

Mayor De La Garza announced the adjournment of the Special Meeting at 5:44 p.m.

CITY COUNCIL WORKSHOP

IX. CALL TO ORDER at 5:44 p.m.

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

- Mayor De La Garza asked for comments from the public and there were none.

XI. ITEMS FOR DISCUSSION – (Council will discuss the following items)

1. Discuss options for the potential development or demolition of the former Regan Dry Goods building located at 233 E. Main Street. Presenter is Jody Weaver

Council discussed this agenda item.

No action necessary and none taken.

XII. COMMENTS FROM THE MAYOR, COUNCIL MEMBERS AND CITY MANAGER

XIII. ADJOURN WORKSHOP

Mayor De La Garza asked for motion to adjourn.

Meeting adjourned at 6:08 p.m.

These minutes were approved on October 12, 2026.

ATTEST:

Luis De La Garza, Mayor

Lorena Perez-Diaz, City Secretary

COMMUNICATION

SUBJECT: Review of Credit Card Statement

INFORMATION:

Corporate Account Summary

Previous Balance	$14,227.86
Purchases and Other Charges	$6,402.00
Cash Advances	$0.00
Cash Advance Fees	$0.00
Late Payment Charges	$0.00
Credits	$191.55 CR
Payments	$14,227.86 PY
New Balance	**$6,210.45**
Disputed Amount	$0.00

Payment Information

Amount Due $6,210.45

Payment due in accordance with your agreement with U.S. Bank.

QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE **1-800-344-5696**

To overnight or courier a payment, please send to:
Corporate Payment Systems
3180 Rider Trail S, Department 790428
Earth City, MO 63045-1518

Corporate Account Activity

CITY OF PORT LAVACA
Account Number: 5569 6345 5558 7698
Unique ID: XXXX XXXX XXXX 1588

Total Corporate Activity
$14,227.86 CR

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-20	08-20	75569636232623200013170	PAYMENT-THANK YOU Q	14,227.86 PY

New Activity

TOBIE BIAS
Account Number: 5569 6300 0608 0192
Unique ID: XXXX XXXX XXXX 1182

Purchases	$180.00	**Total Activity**	**$180.00**
Cash Advances	$0.00		
Cash Advances Fees	$0.00		
Credits	$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-07	09-05	5550629624888540264 6023	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264 6056	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264 6098	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264 6148	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264 6155	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264 6163	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264 6171	SPEEDY WASH #124 PORT LAVACA TX	15.00

(transactions continued on next page)

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

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

5569634555587698 000621045 000621045

Account Number: 5569 6345 5558 7698
Unique ID: XXXX XXXX XXXX 1588
Amount Due: $6,210.45

Amount Enclosed $

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

106481034069059 S 2

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

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

New Activity cont

09-07	09-05	5550629624888540264619	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264619	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264620	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264621	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264622	SPEEDY WASH #124 PORT LAVACA TX	15.00

POLICE DEPARTMENT
Account Number: 5569 6372 5237 7909
Unique ID: XXXX XXXX XXXX 6484

Purchases	$106.73	**Total Activity** **$106.73**
Cash Advances	$0.00	
Cash Advances Fees	$0.00	
Credits	$0.00 CR	

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-20	08-18	5270487623148934604150	CANDLEWOOD SUITES LEAGUE CITY TX 1895531 ARRIVAL:08-17-26	86.31
09-01	08-31	5174295624418151809584	IDENTOGO - TX FINGERPR BEDFORD MA	10.21
09-01	08-31	5174295624418151809615	IDENTOGO - TX FINGERPR BEDFORD MA	10.21

MANDY GRANT
Account Number: 5569 6372 9674 4908
Unique ID: XXXX XXXX XXXX 0699

Purchases	$297.62	**Total Activity** **$297.62**
Cash Advances	$0.00	
Cash Advances Fees	$0.00	
Credits	$0.00 CR	

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-17	08-14	5543286622720653505086	AUSTIN MARRIOTT NORTH ROUND ROCK TX 259820 ARRIVAL:08-12-26	297.62

CYNTHIA HEYSQUIERDO
Account Number: 5569 6373 1524 6885
Unique ID: XXXX XXXX XXXX 2270

Purchases	$395.75	**Total Activity** **$395.75**
Cash Advances	$0.00	
Cash Advances Fees	$0.00	
Credits	$0.00 CR	

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-27	08-26	5550037623887350463280	TCEQ EPAYMENT AUSTIN TX	113.75
09-02	09-01	8271116624450005571034	WWW.APWA.NET KANSAS CITY MO	282.00

(transactions continued on next page)

New Activity cont

BRITTNEY HOGAN	Purchases	$800.00	**Total Activity**	**$800.00**
Account Number: 5569 6372 3417 2576	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 4906	Cash Advances Fees	$0.00		
	Credits	$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-07	09-03	5542135624793917394887 1	GOVERNMENT FINANCE OFF CHICAGO IL	800.00

JUAN LUNA	Purchases	$996.36	**Total Activity**	**$804.81**
Account Number: 5569 6373 9714 4966	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 9649	Cash Advances Fees	$0.00		
	Credits	$191.55 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-11	08-10	55263526223854846141050	HARBOR FREIGHT TOOLS34 PORT LAVACA TX	139.99
08-17	08-16	55263526229862009910579	HARBOR FREIGHT TOOLS34 PORT LAVACA TX	191.55 CR
08-17	08-16	55263526229862009910561	HARBOR FREIGHT TOOLS34 PORT LAVACA TX	191.55
08-17	08-16	55263526229862009910587	HARBOR FREIGHT TOOLS34 PORT LAVACA TX	176.95
08-21	08-20	55263526233866810764715	HARBOR FREIGHT TOOLS34 PORT LAVACA TX	27.90
08-26	08-25	55506296237872237055490	FLEETPRIDE900 VICTORIA TX	59.99
08-27	08-26	55263526239873753526527	HARBOR FREIGHT TOOLS 2 VICTORIA TX	199.99
08-27	08-26	55263526239873808279189	HARBOR FREIGHT TOOLS 2 VICTORIA TX	199.99

KAREN NEAL	Purchases	$154.18	**Total Activity**	**$154.18**
Account Number: 5569 6372 3279 1682	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 4767	Cash Advances Fees	$0.00		
	Credits	$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-20	08-18	05140486231120000710770	CIRCLE K #2741914 LEAGUE CITY TX	52.50
08-20	08-19	55446416231206573043278	GALLS LEXINGTON KY	101.68

LORENA PEREZ-DIAZ	Purchases	$282.44	**Total Activity**	**$282.44**
Account Number: 5569 6300 0610 5288	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 0769	Cash Advances Fees	$0.00		
	Credits	$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-18	08-17	55432866229207220275137	SQ *THE DONUT PALACE PORT LAVACA TX	38.36
08-18	08-17	55432866229207344236833	SQ *CHARLENE'S KITCHEN PORT LAVACA TX	244.08

JAMES RUDELLAT	Purchases	$237.39	**Total Activity**	**$237.39**
Account Number: 5569 6371 0013 1409	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 2513	Cash Advances Fees	$0.00		
	Credits	$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-11	08-10	05436846223000453970568	WALGREENS #12494 PORT LAVACA TX	18.39
08-11	08-10	51742956223177017167301	IDEMIA TSA TWIC CROSS LANES WV	124.00
08-25	08-24	05134376237600070295278	USCG-MERCHT MARINE CHESAPEAKE VA	45.00
08-31	08-28	05134376241600073123034	USCG-MERCHT MARINE CHESAPEAKE VA	50.00

(transactions continued on next page)

New Activity cont

WAYNE SHAFFER	Purchases	$312.51	**Total Activity**	**$312.51**
Account Number: 5569 6373 4548 4209	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 5171	Cash Advances Fees	$0.00		
	Credits	$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-21	08-20	5550037623286641857645 7	TCEQ EPAYMENT AUSTIN TX	102.51
09-07	09-05	5550629624888540264623 9	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264624 7	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264625 4	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264626 2	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264627 0	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264628 8	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264629 6	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264630 4	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264631 2	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264632 0	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264633 8	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264634 6	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264635 3	SPEEDY WASH #124 PORT LAVACA TX	15.00
09-07	09-05	5550629624888540264636 1	SPEEDY WASH #124 PORT LAVACA TX	15.00

DERRICK SMITH	Purchases	$0.99	**Total Activity**	**$0.99**
Account Number: 5569 6374 2849 3408	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 2272	Cash Advances Fees	$0.00		
	Credits	$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-17	08-16	5543286622820690835856 2	APPLE.COM/BILL CUPERTINO CA	0.99

JODY WEAVER	Purchases	$2,638.03	**Total Activity**	**$2,638.03**
Account Number: 5569 6372 2162 9430	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 3652	Cash Advances Fees	$0.00		
	Credits	$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-13	08-12	8230509622550000379780 6	SP BODNO.COM CODE 57 LAKEWOOD NJ	499.99
08-28	08-28	8211755624050001117041 0	CAMPGROUND LAUNCH NORWALK IA	1,800.00
08-31	08-28	5536928624087569350137 0	BROWN INDUSTRIES INC MEDIA PA	34.30
09-02	09-01	1527021624400153831409 4	GOOGLE ADS7496461576 MOUNTAIN VIEW CA	303.74

Department: 00000 Total: $6,210.45
Division: 00000 Total: $6,210.45

COMMUNICATION

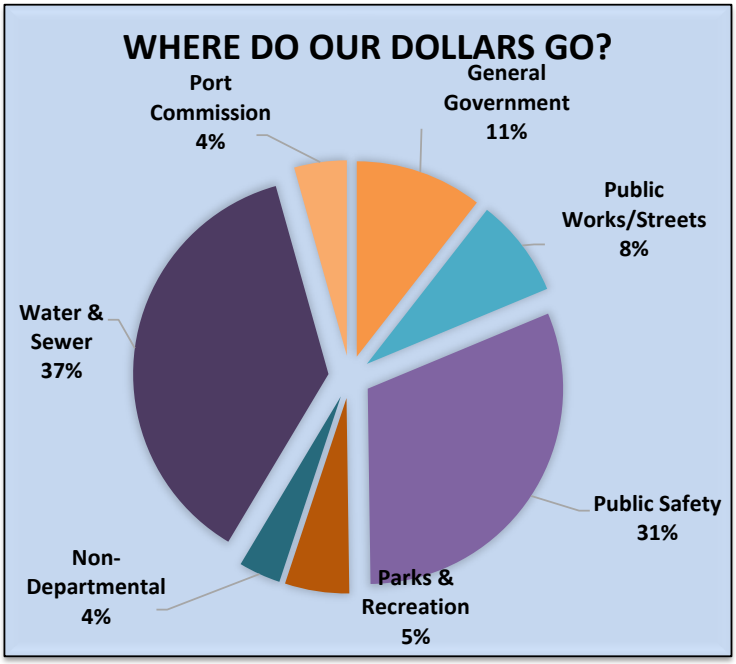
SUBJECT: Receive Monthly Financial Highlight Report

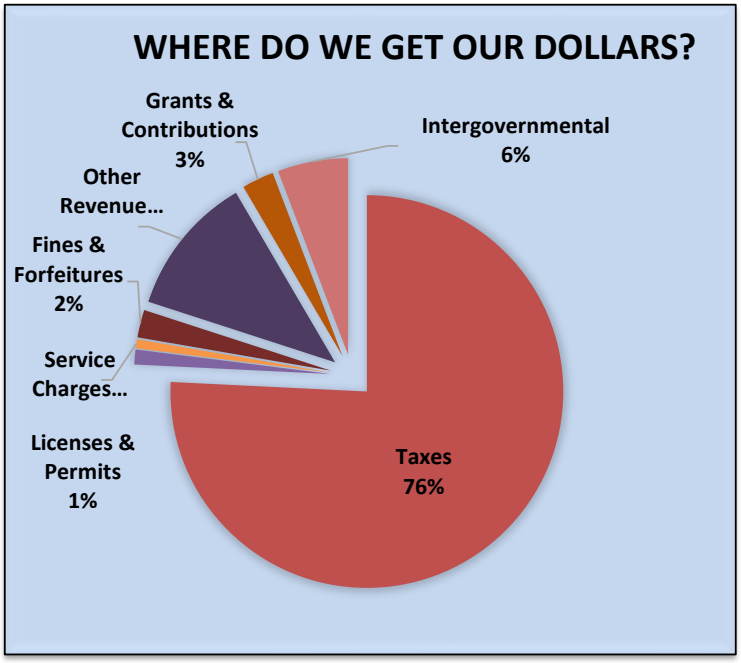
INFORMATION:

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

To: Mayor and Members of the City Council
From: Brittney Hogan, Finance Director
Subject: FY 25-26 Financial Highlights through September 30, 2026
Date: October 6, 2026

Revenue by Type	Sep-26	Sep-25	Variance
Taxes	9,706,151	9,281,853	424,298
Licenses & Permits	155,726	290,117	(134,391)
Service Charges	93,858	80,578	13,281
Fines & Forfeitures	291,352	177,998	113,354
Other Revenue	1,482,866	325,336	1,157,530
Grants & Contributions	336,752	325,971	10,781
Intergovernmental	742,737	1,067,492	(324,756)
Total Revenue for Major Funds	**12,809,443**	**11,549,345**	**1,260,098**
By Object (Operational Funds)			
General Government	2,459,158	2,614,742	(155,584)
Public Works/Streets	1,908,631	2,939,206	(1,030,575)
Public Safety	7,245,255	5,707,819	1,537,436
Parks & Recreation	1,242,522	1,656,968	(414,445)
Non- Departmental	811,365	887,850	(76,485)
Water & Sewer	8,650,740	8,782,187	(131,447)
Port Commission	1,015,069	700,035	315,034
Total Expenditures	**23,332,740**	**23,288,806**	**43,934**





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

GENERAL FUND OVERVIEW

Revenue Highlights:

Property Tax collections, as reported by CCAD, are **$6,232,328** for the year as of **August**. Collections in **FY 25-26** are **96.79%** of the total adjusted tax levy. Total current-year Property Taxes Outstanding as of **August** are **$207,423.**

In the General Fund, revenues through **09/31/2026** total **$12,809,443** or **113%** of budget. In addition:

- *Current Property Tax* collections through **September** are **$5,486,709** for the year as of **September.** Collections in **FY 25-26** are **107%** of the budget.
- *Sales Tax* collections through **September** are **$3,557,295** or **97%** of budget. Collections through **September** in **FY 24-25** were **$3,536,850.**
- *Licenses & Permits* collections through **September** are **$155,726** or **48%** of the budget. Collections through **September** in **FY 24-25** were **$290,117.**
- *Bauer Center Rentals* through **September** are **$82,040** or **82%** of the budget. Collections through **September** in **FY 24-25** were **$75,385.**
- *Court Fine collections through **September*** are **$93,342** or **77%** of the budget. Collections through **September** in **FY 24-25** were **$105,690.**

Expenditure Highlights:

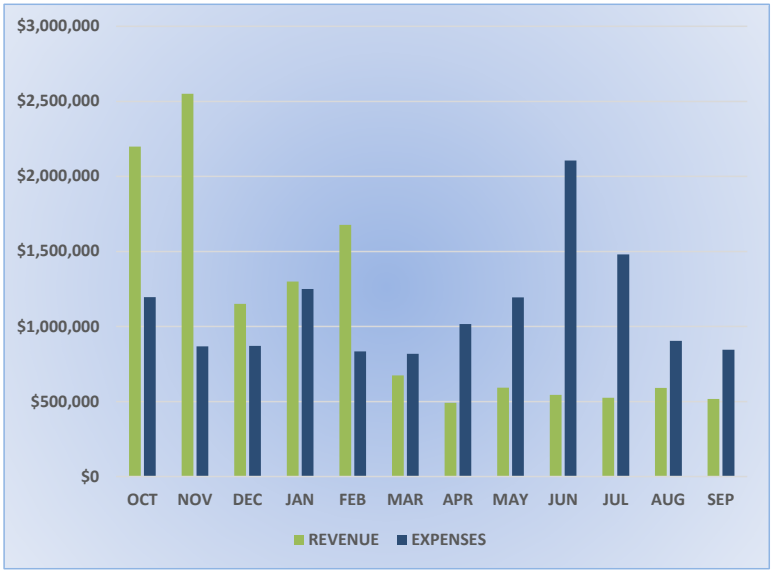
In the General Fund expenditures through **09/30/2026** total **$13,378,690** or **85%** of the budget. This places overall spending **below** budgeted benchmark. Budgets that are above the budget target are primarily due to the timing of payments and will presumably need a budget amendment:

- Council - Council expenditures reached **105%** of the annual budget. This variance is due to office supplies.
- Technology - Technology expenditures reached **105%** of the annual budget. This variance is due to payments for yearly subscriptions for the fiscal year.
- Human Resources - Human resources expenditures reached **111%** of the annual budget. This variance is due to contracted services for police chief search assistance & police staffing study.
- Finance- Finance Department expenditures reached **101%** of the annual budget. This variance is due to unexpected employee change in insurance premium.

All other General Fund departments remained at or **below** the projected benchmark as of **September 30, 2026** indicating they are staying within their budgetary expectations.

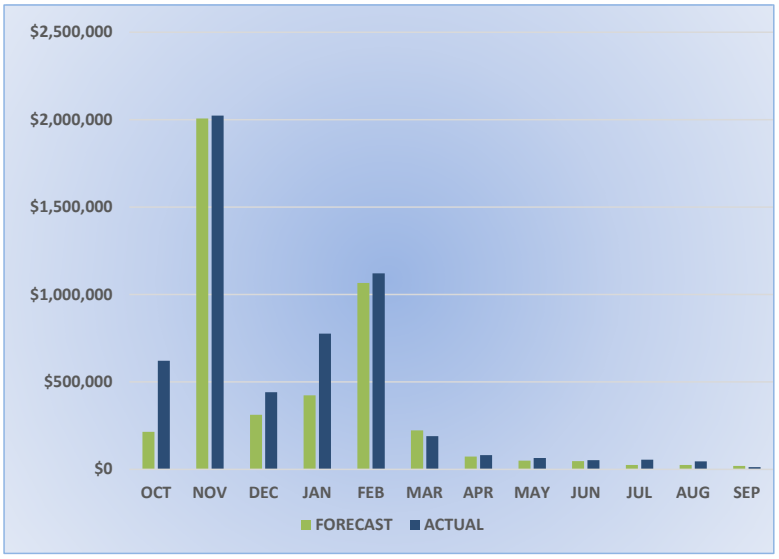
GENERAL FUND REVENUES VS EXPENSES FY 2026

MONTH	2026 REVENUE	2026 EXPENSES	MONTHLY VARIANCE
OCT	$2,198,192	$1,195,558	$1,002,634
NOV	$2,550,673	$867,781	$1,682,892
DEC	$1,150,141	$871,176	$278,965
JAN	$1,298,596	$1,249,697	$48,899
FEB	$1,677,472	$834,178	$843,294
MAR	$673,630	$818,137	($144,507)
APR	$491,829	$1,015,464	($523,635)
MAY	$592,499	$1,193,121	($600,622)
JUN	$543,385	$2,105,304	($1,561,919)
JUL	$525,255	$1,479,634	($954,379)
AUG	$590,519	$904,375	($313,856)
SEP	$517,252	$844,264	($327,013)
TOTAL	$12,809,443	$13,378,690	($569,248)



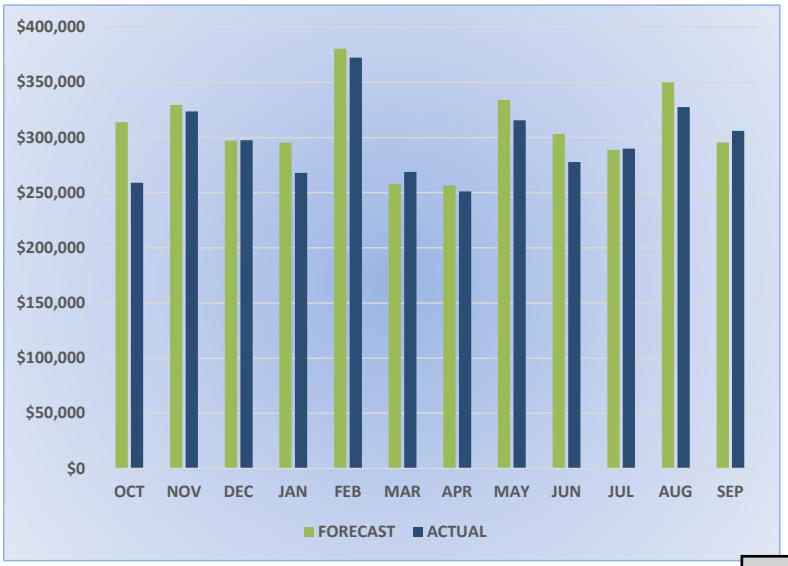
PROPERTY TAXES FY 2026

MONTH	2026 FORECAST	2026 ACTUAL	MONTHLY VARIANCE
OCT	$214,607	$621,098	$406,491
NOV	$2,006,746	$2,022,772	$16,026
DEC	$312,224	$441,848	$129,624
JAN	$423,558	$775,743	$352,185
FEB	$1,065,927	$1,121,517	$55,590
MAR	$222,554	$190,165	($32,390)
APR	$73,340	$81,768	$8,428
MAY	$50,027	$65,273	$15,245
JUN	$47,217	$52,477	$5,260
JUL	$25,443	$55,345	$29,902
AUG	$24,528	$45,355	$20,827
SEP	$19,985	$13,350	($6,635)
TOTAL	$4,486,157	$5,486,709	$1,000,552



SALES TAX FY 2026

MONTH	2026 FORECAST	2026 ACTUAL	MONTHLY VARIANCE
OCT	$313,902	$259,004	($54,898)
NOV	$329,532	$323,622	($5,910)
DEC	$296,979	$297,573	$594
JAN	$295,270	$267,964	($27,306)
FEB	$380,490	$372,304	($8,185)
MAR	$257,909	$268,822	$10,913
APR	$256,655	$251,136	($5,519)
MAY	$334,140	$315,636	($18,504)
JUN	$303,072	$277,690	($25,382)
JUL	$288,832	$289,984	$1,153
AUG	$349,839	$327,534	($22,305)
SEP	$295,489	$306,026	$10,537
TOTAL	$3,702,109	$3,557,295	($144,814)



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

General Fund
Target Benchmark is 100%

	Sep-26			Sep-25		
	25-26 Budget Actual YTD	25-26 Adopted Budget	%	24-25 Budget Actual YTD	24-25 Adopted Budget	%
Revenues						
Taxes	9,706,151	9,554,538	102%	9,281,853	9,092,373	102%
Licenses and Permits	155,726	318,900	49%	290,117	268,410	108%
User and Svc Charges	93,858	116,000	81%	80,578	103,250	78%
Fines and Forfeitures	291,352	300,000	97%	177,998	294,000	61%
Other Revenue	1,482,866	(785,163)	-189%	325,336	566,550	57%
Grant and Contribution	336,752	858,108	39%	325,971	520,120	63%
Intergovernmental Revenue	742,737	884,264	84%	1,067,492	1,567,641	68%
Total Revenue	**$ 12,809,443**	**$ 11,246,647**	**113%**	**$ 11,549,345**	**$ 12,412,344**	**93%**
Expenditures						
City Council	35,289	33,570	105%	32,703	30,884	106%
City Manager	399,076	1,177,883	34%	732,409	778,245	94%
City Secretary	230,312	241,759	95%	238,027	251,461	95%
Human Resource	114,882	103,781	111%	90,108	100,395	90%
Municipal Court	155,228	177,046	88%	179,354	177,937	101%
Technology	610,069	580,550	105%	556,089	510,222	109%
Finance	465,243	461,887	101%	406,991	405,888	100%
City Hall	449,059	495,569	91%	379,062	549,299	69%
Police	3,133,175	3,127,787	100%	2,815,033	2,898,150	97%
Fire	3,506,024	3,664,891	96%	2,120,885	2,149,964	99%
Animal Control	223,810	246,809	91%	223,552	256,834	87%
Code Enforcement/Inspect	382,246	498,366	77%	548,349	520,935	105%
Streets	1,908,631	2,360,730	81%	2,939,206	3,103,602	95%
Parks and Recreation	636,975	1,121,932	57%	968,506	881,503	110%
Bauer Center	317,306	492,783	64%	379,586	315,614	120%
Non-Departmental	811,365	866,815	94%	887,850	866,703	102%
Total Expenditures	**$ 13,378,690**	**$ 15,652,158**	**85%**	**$ 13,497,709**	**$ 13,797,636**	**98%**
Net Change in Fund Balance	**$ (569,247)**			**($1,948,364)**		
Fund Balance, Beginning	**$6,081,080**					
Fund Balance, Ending	**$5,511,833**					
Budgeted Fund Balance Reserve at 180 Days	**$6,021,481**					
Total Fund Balance in Days	**165**					

** Expenditures do not include encumbrances*

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

PUBLIC UTILITY FUND OVERVIEW

Revenue Highlights:

In the Public Utility Fund, revenues through **09/30/2026** total **$8,322,412** or **93%** of budget. In addition:

- *Metered Water* sales through **September** are **$3,313,780** or **88%** of budget. Collections through **September** in **FY 24-25** were **$2,920,366.**

- *Residential Sewer* sales through **September** are **$1,617,526**, or **99%** of the budget. Collections through **September** in **FY 24-25** were **$1,600,566.**

- *Garbage Billings* through **September** are **$1,036,370** or **98%** of the budget. Collections through **September** in **FY 24-25** were **$1,006,110.**

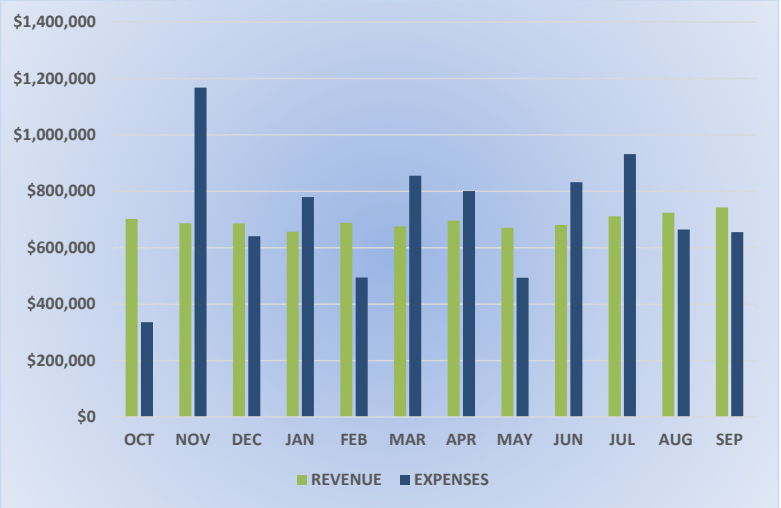
Expenditure Highlights:

In the Public Utility Fund expenditures through **09/30/2026** total **$8,650,740** or **84%** of the budget. This places overall spending **below** budgeted benchmark. Budgets that are above the budget target are primarily due to the timing of payments and will presumably need a budget amendment:

All other Public Utility Fund departments remained at or below the projected benchmark as of **September 30, 2026** indicating they are staying within their budgetary expectations.

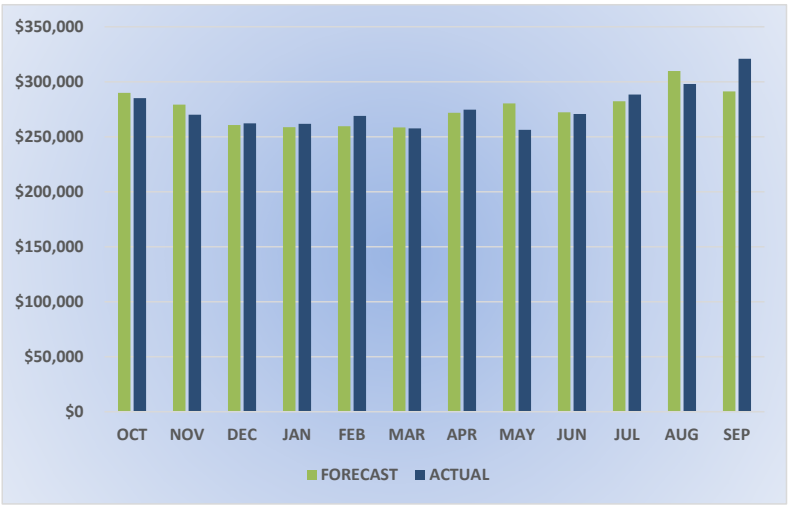
PUBLIC UTILITY FUND REVENUES VS EXPENSES FY 2026

MONTH	2026 REVENUE	2026 EXPENSES	MONTHLY VARIANCE
OCT	$702,086	$335,775	$366,311
NOV	$686,881	$1,167,523	($480,642)
DEC	$686,231	$640,313	$45,918
JAN	$656,679	$779,678	($122,999)
FEB	$688,228	$494,112	$194,117
MAR	$675,405	$855,519	($180,114)
APR	$696,350	$800,499	($104,149)
MAY	$670,623	$493,369	$177,254
JUN	$680,566	$832,642	($152,076)
JUL	$711,762	$931,517	($219,755)
AUG	$724,487	$664,313	$60,174
SEP	$743,114	$655,480	$87,634
TOTAL	$8,322,412	$8,650,740	($328,328)



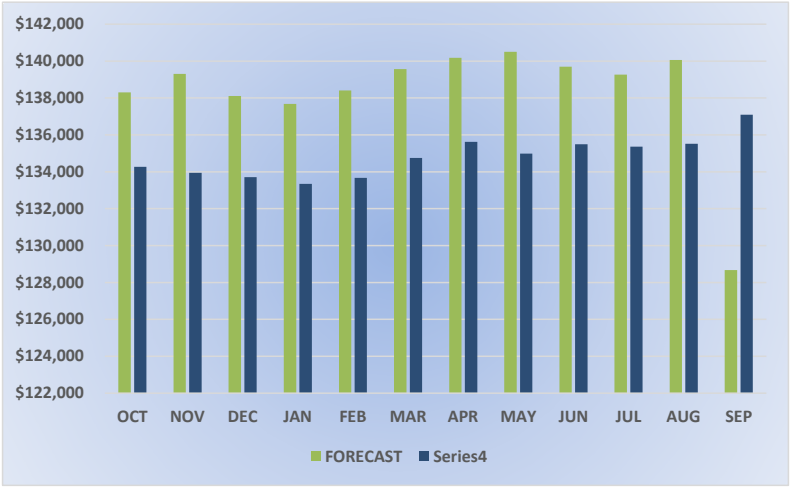
WATER REVENUES FY 2026

MONTH	2026 FORECAST	2026 ACTUAL	MONTHLY VARIANCE
OCT	$289,993	$285,160	($4,833)
NOV	$279,176	$270,093	($9,083)
DEC	$260,637	$262,210	$1,573
JAN	$258,612	$261,635	$3,023
FEB	$259,628	$268,970	$9,342
MAR	$258,478	$257,614	($864)
APR	$271,819	$274,579	$2,760
MAY	$280,235	$256,347	($23,888)
JUN	$272,222	$270,750	($1,472)
JUL	$282,261	$288,421	$6,161
AUG	$309,833	$297,985	($11,848)
SEP	$291,138	$320,818	$29,679
TOTAL	$3,314,033	$3,314,582	$549



SEWER REVENUES FY 2026

MONTH	2026 FORECAST	2026 ACTUAL	MONTHLY VARIANCE
OCT	$138,304	$134,271	($4,033)
NOV	$139,309	$133,948	($5,361)
DEC	$138,102	$133,703	($4,399)
JAN	$137,678	$133,341	($4,338)
FEB	$138,408	$133,674	($4,734)
MAR	$139,570	$134,748	($4,822)
APR	$140,175	$135,625	($4,550)
MAY	$140,509	$134,991	($5,518)
JUN	$139,693	$135,489	($4,203)
JUL	$139,267	$135,356	($3,910)
AUG	$140,054	$135,515	($4,540)
SEP	$128,668	$137,094	$8,427
TOTAL	$1,659,737	$1,617,755	($41,982)



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

Public Utillity Fund
Target Benchmark is 100%

	Sep-26			Sep-25		
	25-26 Budget Actual YTD	25-26 Adopted Budget	%	24-25 Budget Actual YTD	24-25 Adopted Budget	%
Revenues						
User and Svc Charges	7,984,608	8,495,251	94%	7,346,861	8,062,366	91%
Fines and Forfeitures	111,705	110,000	102%	119,255	100,000	119%
Other Revenue	226,099	264,703	85%	(17,040)	162,104	-11%
Grant and Contribution	-	-	0%	4,129,043	-	0%
				93,955		
Total Revenue	**$ 8,322,412**	**$ 8,869,954**	**93%**	**$ 11,672,075**	**$ 8,324,470**	**140%**
Expenditures						
Technology	189,825	189,086	100%	150,007	165,923	90%
Billing	251,037	256,717	98%	458,509	454,960	101%
Maintenance	1,489,643	2,732,080	55%	1,412,127	1,591,350	89%
WWTP	855,127	1,021,753	84%	829,331	989,254	84%
Non-Departmental	5,865,108	6,088,194	96%	5,932,213	5,347,283	111%
Total Expenditures	**$ 8,650,740**	**$ 10,287,830**	**84%**	**$ 8,782,187**	**$ 8,548,770**	**103%**
Net Change in Fund Balance	**$ (328,328)**			**$2,889,888**		

** Expenditures do not include encumbrances*

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

HOTEL OCCUPANCY TAX FUND OVERVIEW

Revenue Highlights:

In the HOT Fund, revenues as of **09/30/26** are **$558,320** or **78%** of the budget. In addition:

1. Hotel Occupancy Taxes through **September** are **$468,466** or **66%** of the budget. Collection through **September FY 24-25** was **$687,704.**

Expenditure Highlights:

In the HOT Fund expenditures through **09/30/2026** total **$818,420** or **94%** of budget. This places overall spending **below** the budgeted benchmark.

Budget Administration-Hotel Occupancy Tax Fund
Target Benchmark is 100%

	Sep-26			Sep-25		
	25-26 Budget Actual YTD	25-26 Adopted Budget	%	24-25 Budget Actual YTD	24-25 Adopted Budget	%
Revenues						
Taxes	468,466	700,000	67%	687,704	600,000	115%
Other Revenue	89,854	15,000	599%	68,479	15,000	457%
Intergovernmental Revenue	-	-	0%	-	-	0%
Total Revenue	**$ 558,320**	**$ 715,000**	**78%**	**$ 756,183**	**$ 615,000**	**123%**
Expenditures						
Hotel Occupancy Tax	818,420	870,489	94%	724,961	785,214	92%
Total Expenditures	**$ 818,420**	**$ 870,489**	**94%**	**$ 724,961**	**$ 785,214**	**92%**
Net Change in Fund Balance	**($260,100)**			**$31,223**		

** Expenditures do not include encumbrances*

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

BEACH FUND OVERVIEW

Revenue Highlights:

In the Beach Fund, revenues as of **09/30/26** are **$223,684 or 48%** of the budget. In addition:

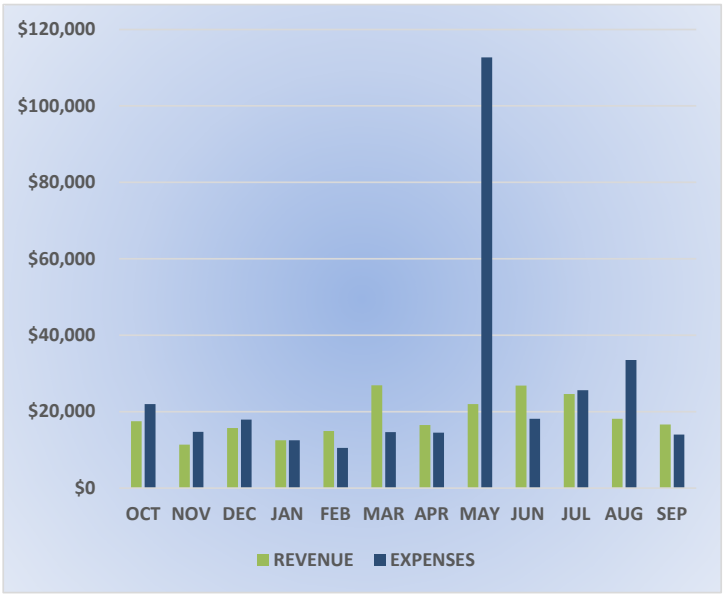
1. *RV Rentals* through **September** are **$83,908** or **67%** of the budget. Collections through **September** in **FY 24-25** were **$84,922.**

Expenditure Highlights:

In the Beach Operating Fund expenditures through **09/30/2026** are **$310,924** or **44%** of the budget. This places overall spending **below** the budgeted benchmark.

BEACH FUND REVENUES VS EXPENSES FY2026

MONTH	2026 REVENUE	2026 EXPENSES	MONTHLY VARIANCE
OCT	$17,496	$21,959	($4,463)
NOV	$11,403	$14,738	($3,335)
DEC	$15,691	$17,915	($2,224)
JAN	$12,496	$12,551	($55)
FEB	$14,946	$10,509	$4,438
MAR	$26,933	$14,652	$12,281
APR	$16,474	$14,540	$1,934
MAY	$21,994	$112,732	($90,737)
JUN	$26,839	$18,163	$8,676
JUL	$24,647	$25,603	($955)
AUG	$18,139	$33,539	($15,400)
SEP	$16,626	$14,024	$2,601
TOTAL	223,684	310,924	(87,240)



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

Beach Fund
Target Benchmark is 100%

	Sep-26			Sep-25		
	25-26 Budget Actual YTD	25-26 Adopted Budget	%	24-25 Budget Actual YTD	24-25 Adopted Budget	%
Revenues						
User and Svc Charges	197,706	190,000	104%	89,983	235,000	38%
Other Revenue	25,978	32,500	80%	29,030	32,500	89%
Intergovernmental Revenue	-	-	0%	-	-	0%
Grant & Contribution	-	237,000	0%	10,854	-	0%
Total Revenue	**$ 223,684**	**$ 459,500**	**48%**	**$ 129,866**	**$ 267,500**	**49%**
Expenditures						
Technology Services	22,683	1,924	1179%	265	-	0%
Operations & Admin	288,241	693,777	42%	308,875	307,330	101%
Total Expenditures	**$ 310,924**	**$ 695,701**	**44%**	**$ 309,140**	**$ 307,330**	**101%**
Net Change in Fund Balance	**($87,240)**			**($179,274)**		

** Expenditures do not include encumbrances*

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

PORTS & HARBORS FUND OVERVIEW

Revenue Highlights:

In the Ports & Harbors Fund, revenues as of **09/30/2026** are **$1,513,956** or **102%** of the budget. In addition:

1. Dock Leases through **September** are **$522,235** or **109%** of the budget. Collections through **September** in FY 24-25 were **$497,773.**

2. *Tariffs* through **September** are **$123,439 or 94%** of the budget. Collections through **September** FY 24-25 were **$123,290.**

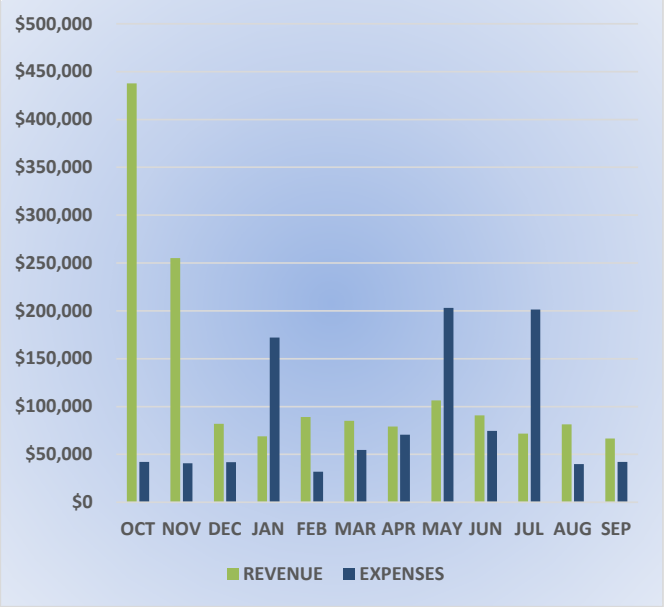
3. *NL Building Lease* through **September** is **$97,383** or **101%** of the budget. Collections through **September** in FY 24-25 were **$94,947.**

Expenditure Highlights:

In the Ports & Harbors Fund expenditures through **09/30/2026** are **$1,015,069** or **58%** of the budget. This places overall spending **below** the budgeted benchmark.

PORTS AND HARBORS FUND REVENUES VS EXPENSES FY2026

MONTH	2026 REVENUE	2026 EXPENSES	MONTHLY VARIANCE
OCT	$437,651	$42,120	$395,530
NOV	$255,253	$40,847	$214,406
DEC	$81,936	$41,898	$40,037
JAN	$68,974	$172,061	($103,087)
FEB	$88,994	$31,985	$57,009
MAR	$85,234	$54,625	$30,608
APR	$79,019	$70,526	$8,493
MAY	$106,364	$203,067	($96,703)
JUN	$90,690	$74,520	$16,170
JUL	$71,708	$201,323	($129,615)
AUG	$81,473	$39,868	$41,605
SEP	$66,660	$42,226	$24,434
TOTAL	1,513,956	1,015,069	498,887



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

Ports & Harbors Fund
Target Benchmark is 100%

	Sep-26			Sep-25		
	25-26 Budget Actual YTD	25-26 Adopted Budget	%	24-25 Budget Actual YTD	24-25 Adopted Budget	%
Revenues						
User and Svc Charges	872,766	792,072	110%	841,578	818,955	103%
Fines and Forfeitures	3,788	500	758%	1,076	500	215%
Other Revenue	31,426	35,500	89%	31,013	35,600	87%
Grant and Contribution	509,692	556,872	92%	390,605	550,000	71%
Intergovernmental Revenue	96,284	96,284	0%	125,069	116,184	0%
Total Revenue	**$ 1,513,956**	**$ 1,481,228**	**102%**	**$ 1,389,342**	**$ 1,521,239**	**91%**
Expenditures						
Technology	5,960	6,424	93%	4,424	1,422	311%
City Harbor	-	8,000	0%	3,475	7,000	50%
Harbor of Refuge	40,380	100,000	40%	10,000	200,000	5%
Smith Harbor	-	11,000	0%	4,875	11,000	44%
Nautical Landings Marina	5,467	13,000	42%	22,347	35,000	64%
Operations	962,892	1,585,137	61%	654,914	1,390,279	47%
	370					
Total Expenditures	**$ 1,015,069**	**$ 1,723,561**	**58%**	**$ 700,035**	**$ 1,644,701**	**43%**
Net Change in Fund Balance	**$498,887**			**$689,307**		

** Expenditures do not include encumbrances*

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

FUND BALANCE SUMMARY (unaudited)

Fund	Beginning Fund Balance as of 10/01/2025	Revenue	Expense	Ending Fund Balance as of 09/30/2026	Target Unassigned Fund Balance	Variance
001 - GENERAL FUND	$6,081,080	$12,809,443	$13,378,690	$5,511,832	$5,776,422	($264,590)
112 - JUVENULE CASE MANAGER	$27,796	$3,754	$0	$31,550		
136 - TCDP GRANT	$107,907	$350,845	$398,746	$60,006		
165 - HAZARD MITIGATION GRANT	$1,204,277	$0	$0	$1,204,277		
206 - FIXED ASSET REPLACEMENT	$349,772	$27,721	$0	$377,493		
214 - CDBG GRANT	($279,325)	$3,777,993	$3,452,102	$46,567		
222 - 2022 CO'S	$233,121	$144	$223,364	$9,901		
224 - 2024 CO'S	$7,122,219	$170,596	$4,833,837	$2,458,978		
Total Major Governmental Funds	$14,846,847	$17,140,496	$22,286,739	$9,700,604		
101 - HOTEL OCCUPANCY TAX FUND	$515,660	$558,320	$818,420	$255,561	$250,000	$5,561
103 - POLICE FORFEITURES	$19,321	$382	$0	$19,703		
113 - BUILDING SECURITY	$50,748	$436	$21,200	$29,984		
114 - BLDG SECURITY & TECHNOLOGY	$1,884	$7,596	$0	$9,480		
125 - ECONOMIC DEVELOPMENT	$12,300	$66	$0	$12,367		
147 - HOME PROGRAM FUND	$40,992	$160,731	$169,409	$32,314		
158 - BULLETPROOF VEST GRANT	($39,919)	$24,143	$13,644	($29,420)		
160 - COURT TECHNOLOGY FUND	$32,474	$266	$0	$32,740		
175 - HURRICANE HARVEY	($395,714)	$0	$472	($396,186)		
201 - VETERANS MEMORIAL	$25,448	$2,257	$2,674	$25,030		
213 - RESTORE GRANT FUND	($1,594)	$375,800	$415,519	($41,313)		
216 - ARPA/CLFRF GRANT	$188,819	$0	$7,335	$181,484		
220 - STREET CONSTRUCTION	$304,197	$7,761	$12,363	$299,595		
310 - PC DEBT SERVICE	$87,309	$127,327	$126,750	$87,886		
315 - DEBT SERVICE	$1,019,410	$1,590,681	$1,570,375	$1,039,716		
321 - 2016 GO DEBT SERVICE	($2,076)	$0	$0	($2,076)		
322 - PC DEBT SERVICE	($6,967)	$134,601	$134,350	($6,716)		
704 - PARKS DONATION FUND	$5,089	$100	$4,336	$853		
Total Non-Major Governmental Funds	$1,852,294	$2,990,467	$3,296,847	$1,550,149		
162 - LHB DREDGING	$88,890	$0	$0	$88,890		
169 - MASS METER SWAP	$970,253	$0	$0	$970,253		
217 - UTILITY CONSTRUCTION	$2,076,934	$48,727	$486,775	$1,638,886		
501 - PUBLIC UTILITY FUND	$9,157,064	$8,322,412	$8,650,740	$8,828,736	$2,477,834	$6,350,902
503 - BEACH OPERATING FUND	$3,317,279	$223,684	$310,924	$3,230,039	$87,889	$3,142,150
504 - PORTS & HARBORS FUND	$4,768,742	$1,513,956	$1,015,069	$5,267,629	$304,955	$4,962,675
Total Enterprise Funds	$17,243,085	$10,060,052	$9,976,733	$17,326,404		
702 - FIREMANS RETIREMENT FUND	$0	$700	$700	$0		
706 - POLICE SEIZURE FUND	$33,593	$0	$0	$33,593		
Total Fiduciary Funds	$33,593	$700	$700	$33,593		
Grand Total All Funds	$33,975,818	$30,191,714	$35,561,018	$28,610,750		

COMMUNICATION

SUBJECT: Receive Employee Training Review Acknowledgment report ending 09.30.2026

INFORMATION:

DATE: 10/12/2026

TO: COUNCIL - REGULAR CITY COUNCIL MEETING

SUBJECT: TRAINING REVIEW AND ACKNOWLEDGEMENT FORMS

City Hall:

Emp: Alyssa Calzada
Training Title: 2018 Permit Tech Series Legal Principle
Date: August 17, 2026 – August 28, 2026

Emp: Rachel Garza
Training Title: Human Res. Management
Date: 09/30/2026

Emp: Lorena Perez-Diaz
Training Title: Agendas and Minutes
Date: 09/21/2026

Police:

Emp: Heath Barnett
Training Title: TCOLE Conf.
Date: August 10, 2026 – August 13, 2026

CITY OF
PORT LAVACA

TRAINING REVIEW & ACKNOWLEDGEMENT FORM

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

EMPLOYEE NUMBER: 4250 EMPLOYEE NAME: ALYSSA CALZADA

DEPARTMENT: Permit Tech TRAINING / CONFERENCE DATE(S): 9/22/2026

TRAINING/ CONFERENCE TITLE: 2018 Permit Tech Series: Legal Principle

LOCATION: Zoom

1. **Purpose of Training/ Conference**
   (Briefly explain the reason for attending and what the training was intended to accomplish)
   To understand the legal principles, responsibilities, and requirements associated with permit administration and building code enforcement.

2. **Summary of Activities or Topics Covered**
   (What sessions, classes, or workshops did you attend?)
   Reviewed legal principles governing permit administration, building codes, enforcement procedures, and the responsibilities of a Permit Technician.

3. **Key Takeaways or Skills Learned**
   (What did you learn or gain from this experience?)
   Gained a better understanding of the legal responsibilities associated with permit administration and building code enforcement. Learned how legal requirements, due process, and code authority affect the Permit Technician's role and daily responsibilities.

EMPLOYEE SIGNATURE: ALYSSA CALZADA DATE: 09/22/2026

DEPARTMENT HEAD SIGNATURE: DATE: RECEIVED

HR SIGNATURE: DATE: SEP 24 2026

CITY OF PORT LAVACA
CITY MANAGER

CITY OF PORT LAVACA

TRAINING REVIEW & ACKNOWLEDGEMENT FORM

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

EMPLOYEE NUMBER: 1135 EMPLOYEE NAME: RACHEL GARZA

DEPARTMENT: Human Resources TRAINING / CONFERENCE DATE(S): 09/30/2026

TRAINING/ CONFERENCE TITLE: HUMAN RES MGT

LOCATION: SHRM WEBINAR

1. **Purpose of Training/ Conference**

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

   To better understand how the organizations workforce within the municipality obtains goals to maximize performance, productivity and success. Ensure employees maintain positive relationships with their coworkers and employers. Help create various plans to meet objectives/goals and provide reports on progress by collecting key data.

2. **Summary of Activities or Topics Covered**

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

   Performance Management: Setting clear goals, reviewing how well workers do their jobs, and giving helpful feedback.
   Compensation and Benefits: Annual merit increases, incentives, health insurance, and other perks to keep workers happy and loyal.
   Employee Relations: Solving workplace problems, listening to complaints, and keeping morale high.
   Legal Compliance: Making sure the company follows all labor laws, safety rules, and fair-treatment standards
   Culture and Diversity: Building a positive workplace and supporting inclusion so all workers feel welcome.

3. **Key Takeaways or Skills Learned**

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

   Listen actively: Focus on understanding others rather than just replying.
   Embrace: Prioritize and quick feedback.
   Value continuous growth: Treat learning as an ongoing habit rather than a one-time event.
   Peers: Lunch and learn sessions / Listen to your employees.
   Priorities: Important and urgent. Important but not urgent, delegate the urgent, but not important tasks.

EMPLOYEE SIGNATURE: RACHEL GARZA DATE: 10/06/2026

DEPARTMENT HEAD SIGNATURE: DATE: RECEIVED

HR SIGNATURE: DATE: OCT 06 2026

CITY OF PORT LAVACA
CITY MANAGER

CITY OF PORT LAVACA

TRAINING REVIEW & ACKNOWLEDGEMENT FORM

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

EMPLOYEE NUMBER: 1270 EMPLOYEE NAME: LORENA PEREZ-DIAZ

DEPARTMENT: City Secretary TRAINING / CONFERENCE DATE(S): 09/21/2026

TRAINING/ CONFERENCE TITLE: Live Webinar, "Agendas and Minutes."

LOCATION: Virtual

1. **Purpose of Training/ Conference**

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

   The purpose of this training is to strengthen my knowledge and understanding of the legal requirements and best practices for preparing meeting agendas and official minutes. As part of my responsibilities, it is important that agendas are properly worded, provide adequate notice to the public, and comply with applicable laws and posting requirements. The training will also provide guidance on preparing minutes that accurately document the actions and proceedings of the governing body while remaining clear, concise, and appropriate for the official record. This training will help ensure consistency in our meeting documents, reduce the potential for errors, and improve my ability to prepare legally compliant agendas and accurate minutes for the City.

2. **Summary of Activities or Topics Covered**

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

   The training covered the legal requirements and best practices for preparing public meeting agendas and official meeting minutes. Topics included the required information that must appear on an agenda, proper posting procedures and deadlines, and how to develop clear agenda language that provides adequate notice to the public. The training also discussed methods for creating a more efficient and consistent agenda-preparation process.

   Additional topics included the different types of meeting minutes, information that is legally required to be included in the official record, and best practices for accurately documenting actions taken by the governing body. The training also addressed records retention requirements for agendas and minutes and provided practical guidance for maintaining compliance with the Texas Open Meetings Act throughout the meeting preparation, posting, and documentation process.

3. **Key Takeaways or Skills Learned**

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

   The key takeaways from this training included practical strategies for preparing and managing agendas and meeting minutes efficiently, accurately, and in compliance with legal requirements. I gained a better understanding of how to properly word agenda items so they provide adequate notice to the public, as well as the posting requirements and deadlines established by the Texas Open Meetings Act.

   The training also strengthened my understanding of what information should be included in official meeting minutes and how to document Council actions clearly and accurately without including unnecessary detail. Additional takeaways included improving the overall agenda and minutes preparation process, maintaining consistency in meeting records, understanding records retention requirements, and identifying common issues that could create compliance concerns. These skills will help me improve the accuracy and efficiency of the City's meeting documentation while ensuring that agendas and minutes meet applicable legal requirements.

EMPLOYEE SIGNATURE: LORENA PEREZ-DIAZ DATE: 10/06/2026

DEPARTMENT HEAD SIGNATURE: DATE: RECEIVED

HR SIGNATURE: DATE: OCT 06 2026

CITY OF PORT LAVACA
CITY MANAGER

CITY OF PORT LAVACA

TRAINING REVIEW & ACKNOWLEDGEMENT FORM

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

EMPLOYEE NUMBER: 2019 EMPLOYEE NAME: HEATH BARNETT

DEPARTMENT: Police TRAINING / CONFERENCE DATE(S): 08/10/26-8/13/26

TRAINING/ CONFERENCE TITLE: TCOLE

LOCATION: Waco, Tx

1. **Purpose of Training/ Conference**
   (Briefly explain the reason for attending and what the training was intended to accomplish)
   TCOLE Conference on regulations and new procedures.

2. **Summary of Activities or Topics Covered**
   (What sessions, classes, or workshops did you attend?)
   Workshop in leadership, new directives from TCOLE, financial classes, and records training info.

3. **Key Takeaways or Skills Learned**
   (What did you learn or gain from this experience?)
   Rule Changes and updates in all aspects on the administrative side of Law Enforcement.

EMPLOYEE SIGNATURE: HEATH BARNETT DATE: 09/29/2026

DEPARTMENT HEAD SIGNATURE: [signature] DATE: RECEIVED

HR SIGNATURE: [signature] DATE: SEP 29 2026

CITY OF PORT LAVACA
CITY MANAGER

COMMUNICATION

SUBJECT: Receive Office of Court Administrators (OCA) Monthly report ending 09.30.2026

INFORMATION:

OFFICE OF COURT ADMINISTRATION
TEXAS JUDICIAL COUNCIL

OFFICIAL MUNICIPAL COURT MONTHLY REPORT

Month SEPTEMBER **Year** 2026

Municipal Court for the City of **PORT LAVACA**

Presiding Judge ARMANDINA "MANDY" D. GRANT

If new, date assumed office _____

Court Mailing Address 202 N. VIRGINIA STREET

City PORT LAVACA **, TX** **Zip** **77979**

Phone Number 361-552-9793

Fax Number 361-284-5588

Court's Public Email COURT@PORTLAVACA.GOV

Court's Website WWW.PORTLAVACA.GOV

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

Prepared by SANDRA NOVELO

Date 10/5/2026 Phone Number 361-552-9793

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

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

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

CRIMINAL SECTION

Court: City of Port Lavaca	Traffic Misdemeanors			Non-Traffic Misdemeanors		
Month SEPTEMBER Year 2026	Non-Parking	Parking	City Ordinance	Penal Code	Other State Law	City Ordinance
1. Cases Pending First of Month	2,908	12	26	2,844	85	196
a. Active Cases	1,702	10	21	1,653	63	155
b. Inactive Cases	1,206	2	5	1,191	22	41
2. New Cases Filed During Month	74	0	0	19	1	2
3. Cases Reactivated	45	0	0	26	2	0
4. All Other Cases Added	0	0	0	0	0	0
5. Total Cases on Docket *(Sum of Lines 1a, 2, 3 & 4)*	1,821	10	21	1,698	66	157
6. Dispositions Prior to Court Appearance or Trial						
a. Uncontested Dispositions *(Disposed without appearance before a judge (CCP, Art. 27.14 (c)))*	0	0	0	3	0	0
b. Cases Dismissed by Prosecution	0	0	0	8	0	0
7. Final Dispositions in Open Court or at Trial						
a. Convictions						
1) Guilty Plea or Nolo Contendere	63	0	0	10	4	2
2) By the Court	0	0	0	0	0	0
3) By the Jury	0	0	0	0	0	0
b. Acquittals						
1) By the Court	0	0	0	0	0	0
2) By the Jury	0	0	0	0	0	0
c. Cases Dismissed by Prosecution	0	0	0	6	0	0
8. Compliance Dismissals						
a. After Driving Safety Course *(CCP, Art. 45.0511)*	3					
b. After Deferred Disposition *(CCP, Art. 45.051 or CCP, Art. 45.054)*	1	0	0	1	1	0
c. After Teen Court *(CCP, Art. 45.052)*	0	0	0	0	0	0
d. After Tobacco Awareness Course *(HSC, Sec. 161.253)*					0	
e. After Treatment for Chemical Dependency *(CCP, Art. 45.053 and HSC, Ch. 462)*				0	0	
f. After Proof of Financial Responsibility *(TC, Sec. 601.193)*	0					
g. All Other Transportation Code Dismissals	3	0	0	0	0	0
9. All Other Dispositions	0	0	0	0	0	0
10. Total Cases Disposed *(Sum of Lines 6, 7, 8 & 9)*	70	0	0	28	5	2
11. Placed on Inactive Status	44	0	0	5	2	0
12. Cases Pending End of Month	2,912	12	26	2,835	81	196
a. Active Cases *(Equals Line 5 minus the sum of Lines 10 & 11)*	1,707	10	21	1,665	59	155
b. Inactive Cases *(Equals Line 1b minus Line 3 plus Line 11)*	1,205	2	5	1,170	22	41
13. Show Cause and Other Required Hearings Held	1	0	0	0	0	0
14. Cases Appealed						
a. After Trial	0	0	0	0	0	0
b. Without Trial	0	0	0	0	0	0

CIVIL/ADMINISTRATIVE SECTION

CIVIL SECTION

Court CITY OF PORT LAVACA Month SEPTEMBER Year 2026	TOTAL CASES
1. Cases Pending First of Month	330
a. Active Cases	328
b. Inactive Cases	2
2. New Cases Filed During Month	0
3. Cases Reactivated	0
4. All Other Cases Added	*0*
5. Total Cases on Docket *(Sum of Lines 1a, 2, 3 & 4)*	328
DISPOSITIONS	
6. Uncontested Civil Fines or Penalties	0
7. Default Judgments	0
8. Agreed Judgments	0
9. Trial or Hearing by Judge or Hearing Officer	0
10. Trial by Jury	0
11. Cases Dismissed for Want of Prosecution	0
12. All Other Dispositions	0
13. Total Cases Disposed *(Sum of Lines 6 through 12)*	0
14. Placed on Inactive Status	0
15. Cases Pending End of Month	330
a. Active Cases *(Equals Line 5 minus the sum of Lines 13 & 14)*	328
b. Inactive Cases *(Equals Line 1b minus Line 3 plus Line 14)*	2
16. Cases Appealed	
a. After Trial	0
b. Without Trial	0

JUVENILE/MINOR ACTIVITY

Court CITY OF PORT LAVACA Month SEPTEMBER Year 2026	TOTAL
1. Transportation Code Cases Filed *(TC, Section 729.001)*	2
2. Non-Driving Alcoholic Beverage Code Cases Filed	9
3. Driving Under the Influence of Alcohol Cases Filed *(ABC, Sec. 106.041)*	0
4. Drug Paraphernalia Cases Filed *(HSC, Sec. 481.125(a))*	0
5. Tobacco and E-Cigarettes Cases Filed *(HSC, Sec. 161.252)*	1
6. Truancy Cases Filed *(Fam. Code, Sec. 65.003(a))*	0
7. Education Code Cases Filed	0
8. Violation of Local Daytime Curfew Ordinance Cases Filed *(Local Govt. Code, Sec. 341.905 or Sec. 351.903)*	0
9. All Other Non-Traffic Fine-Only Cases Filed	2
10. Transfer to Juvenile Court:	
a. Mandatory Transfer *(Fam. Code, Sec. 51.08(b)(1))*	0
b. Discretionary Transfer *(Fam. Code, Sec. 51.08(b)(2))*	0
11. Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct) *(CCP, Art. 45.050(c)(1) and Fam. Code, Sec. 65.251)*	0
12. Held in Contempt by Criminal Court (Fined and/or Denied Driving Privileges) *(CCP, Art. 45.050(c)(2) and Fam. Code Sec. 65.251)*	0
13. Juvenile Statement Magistrate Warning:	
a. Warnings Administered	0
b. Statements Certified *(Fam. Code, Sec. 51.095(a)(1)(D))*	0
14. Detention Hearings Held *(Fam. Code, Sec. 54.01)*	0
15. Orders for Non-Secure Custody Issued *(CCP, Art. 45.058)*	0
16. Parent Contributing to Nonattendance Cases Filed *(Ed. Code, Sec. 25.093)*	0

ADDITIONAL ACTIVITY

Court: CITY OF PORT LAVACA Month September Year 2026	NUMBER GIVEN	NUM REQUESTS FOR COUNSEL
1. Magistrate Warnings a. Class C Misdemeanors	0	
b. Class A and B Misdemeanors	0	0
c. Felonies	0	0
		TOTAL
2. Arrest Warrants Issued a. Class C Misdemeanors		2
b. Class A and B Misdemeanors		0
c. Felonies		0
3. Capiases Pro Fine Issued *(CCP, Art. 45.045)*		0
4. Search Warrants Issued		0
5. Warrants for Fire, Health and Code Inspections Issued *(CCP, Art. 18.05)*		0
6. Examining Trials Conducted *(CCP, Art. 16.01)*		0
7. Emergency Mental Health Hearings Held *(HSC, Sec. 573.012)*		0
8. Magistrate's Orders for Emergency Protection *(CCP, Art.17.292)*		0
9. Magistrate's Orders for Ignition Interlock Device Issued *(CCP, Art. 17.441)*		0
10. All Other Magistrate's Orders Issued Requiring Conditions for Release on Bond *(CCP, Art. 17)*		0
11. Driver's License Denial, Revocation or Suspension Hearings Held *(TC, Sec. 521.300)*		0
12. Disposition of Stolen Property Hearings Held *(CCP, Ch. 47)*		0
13. Peace Bond Hearings Held *(CCP, Art. 7.03)*		0
14. Cases in Which Fine and Court Costs Satisfied by Community Service *(CCP, Art. 45.049 or 45.0492)* a. Partial Satisfaction		0
b. Full Satisfaction		0
15. Cases in Which Fine and Court Costs Satisfied by Jail Credit		14
16. Cases in Which Fine and Court Costs Waived for Indigency *(CCP, Art. 45.0491)*		1
17. Amount of Fines and Court Costs Waived for Indigency *(CCP, Art. 43.091)*		$276.90
18. Total Fines, Court Costs and Other Amounts Collected a. Retained by City		$17,716.54
b. Remitted to State		$9,566.66
c. Total		$27,283.20

COMMUNICATION

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

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INFORMATION:

VEDC Update for Port Lavaca
September 2026 RECAP
Presented October 12, 2026

Marketing

- VEDC Staff attended "Retail Live" tradeshow in September and marketed Port Lavaca.
    - Two different companies have been identified and information submitted
    - Will continue focus on "gaps" in retail to include clothing, food and beverage

Business

- VEDC staff has a tentative meeting set up with a local business owner who is interested in growth opportunities.
- Finding the best time and interest from business owners has been a challenge for workshops. VEDC staff has begun a Facebook "campaign" to generate more interest in participation
- Staff continues to "push out" business resources for small businesses.
- Once the VEDC staff obtains the Chamber directory list, appointments for visits will be set

Attraction

- VEDC staff are working closely with a local business owner and assisting on an event that will include international business owners (and others) who may be interested in expanding their businesses here and to the region. Planning is in process for a tentative December event (in process). Once the date is final and the agenda has been created by the facilitator, we will discuss it more.
- VEDC staff is marketing empty pad sites and keeps in contact with the developers.
    - A physical inventory of properties will be conducted in the October/November timeframe.

Other

- VEDC staff have scheduled recurring meetings with the City Manager. The next meeting is scheduled for October 21st, but staff are always available.
- VEDC staff attend training and conferences throughout the year. There are training opportunities as they relate to economic development**. If any council member is ever interested in knowing more, please let VEDC staff know. The next conference is the Texas Economic Development Council in October.**

VEDC President will update the council in person on a quarterly basis. Date TBD.

COMMUNICATION

SUBJECT: Receive Development Services Quarterly Report 07.01.2026 thru 09.30.2026

INFORMATION:

Permit Statistics by Application Type

From 07/01/2026 through 09/30/2026

Report run on: 10-02-2026 19:47:28

Application Type		This Period			Same Period Previous Year		
		# Permits Issued	Valuation	Fees Collected	# Permits Issued	Valuation	Fees Collected
ACCESSORY STRUCTURE DEMOLITION	Accessory Structure Demolition	1		$100.00	0		
ALCOHOL IN PARKS	Alcohol In Parks	5		$100.00	4		$50.00
ALTERNATIVE ENERGY	Solar & Generators	13		$2,405.00	12		$2,370.00
CERTIFICATE OF OCCUPANCY	Certificate of Occupancy	13		$850.00	2		$100.00
COMMERCIAL ACCESSORY STRUCTURE	Commercial Accessory Structure	0			1		$301.46
COMMERCIAL ALTERATION/REPAIR	Commercial Alteration/Repair	3		$5,060.18	10		$1,469.20
COMMERCIAL FENCE OR WALL	Commercial Fence or Wall	3		$550.40	0		
COMMERCIAL NEW CONSTRUCTION	Commercial New Construction	1		$1,447.29	0		
COMMERCIAL ROOF/RE-ROOF	Commercial Roof/Re-Roof	1		$512.34	3		$978.85
COMMERCIAL SIGN	Commercial Sign	1		$101.92	2		$494.96
ELECTRICAL	Electrical	37		$3,365.00	66		$7,000.00
FIRE ALARM	Fire Alarm	1		$1,775.00	0		
FIRE SUPPRESION	Fire Suppresion	3		$1,125.00	0		
FLATWORK/PAVING	Flatwork/Paving	4		$407.68	13		$4,354.69
GARAGE SALE	Garage Sale	63		$630.00	72		$720.00
MANUFACTURED/MODULAR/TINY HOME	Manufactured/Modular/Tiny Home	0			2		$350.00
MECHANICAL	Mechanical	25		$2,825.00	25		$2,625.00
PLUMBING	Plumbing	40		$13,697.84	38		$ 0

Permit Statistics by Application Type

From 07/01/2026 through 09/30/2026

Report run on: 10-02-2026 19:47:28

REPLAT	Replat	1		$150.00	0		
RESIDENTIAL ACCESSORY STRUCTURE	Residential Accessory Structure	2		$587.00	5		$509.60
RESIDENTIAL ALTERATION/REPAIR	Residential Alteration/Repair	9		$2,177.34	5		$1,098.65
RESIDENTIAL DECK	Residential Fence Or Deck	0			1		$101.92
RESIDENTIAL DEMOLITION	Residential Demolition	3		$0.00	5		$300.00
RESIDENTIAL FENCE OR WALL	Residential Fence or Wall	4		$484.60	5		$509.60
RESIDENTIAL NEW CONSTRUCTION	Residential New Construction	1		$528.40	9		$9,422.20
RESIDENTIAL POOL OR SPA	Residential Pool or Spa	0			1		$461.65
RESIDENTIAL ROOF OR RE-ROOF	Residential Roof or Re-Roof	12		$1,394.13	18		$2,714.22
SEWER & WATER TAP & METER INSTALLATION	Sewer & Water Tap & Meter Installation	1		$395.00	0		
VARIANCE	Variance	1		$125.00	0		
	Totals:	**248**		**$40,794.12**	**299**		**$39,497.00**

COMMUNICATION

SUBJECT: Receive Public Works Quarterly Report 07.01.2026 thru 09.30.2026

INFORMATION:

City of Port Lavaca

Public Works Department

QUARTERLY OPERATIONS REPORT

Q3 2026 (July-September)

Executive Summary

City departments completed significant utility, wastewater, street, and park improvements during Q3 2026. Utility activity focused on service orders, leak response, reconnects, meter modernization, and infrastructure repairs. Wastewater treatment performance remained stable with improving water quality indicators. Streets focused on seal coating, pothole remediation, drainage improvements, signage, and pavement markings. Parks continued system-wide maintenance, added amenities, and improved recreational assets.

Key Performance Indicators

KPI	Value
Utility Service Orders Completed	786
Outstanding Orders	158
Disconnects	250
Reconnects	250
Leak Investigations	97
Meter/Node Swaps	63
Service Line Repairs	37

Utility Maintenance Department

Utility Maintenance completed extensive field operations including sewer complaints, water and sewer service repairs, hydrant repairs and replacements, water leak investigations, reconnects, lockouts, meter changes, and service transfers.

July: 6 sewer complaints, 3 water service repairs, 3 sewer service repairs, 1 sewer main repair, 2 hydrant repairs, and 3 main-line repairs.

August: 8 sewer complaints, 2 water service repairs, 1 hydrant replacement, water and sewer taps, 1 sewer service repair, and 18 main-line repairs.

September: 5 sewer complaints, 1 sewer service repair, 29 main-line repairs, 1 water service repair, 1 hydrant replacement, and 1 water tap.

Water Distribution and Meter Operations

Meter operations included 48 meter programming/installations, 63 meter or node swaps, 250 disconnects, and 250 reconnects. Staff focused on identifying abnormal consumption patterns, replacing failed meters, correcting node communication issues, and improving data reliability.

Wastewater Treatment Operations

Month	Total MGD	Average MGD	Rainfall	Effluent DO
July	36.57	1.180	1.42	7.43
August	37.56	1.212	0.12	7.47
September	36.23	1.208	0.88	7.51

Quarterly wastewater flow totaled approximately 110.36 MGD. Average daily flow remained stable throughout the quarter. Effluent dissolved oxygen increased from 7.43 to 7.51 and enterococcus readings decreased from 3.27 to 2.20, indicating improved treatment performance.

Wastewater Collection System

Collection-system activities included sewer backups, line cleaning, sewer taps, sinkhole investigations, collapsed sewer main replacements, service-line repairs, cleanout installations, and emergency response. Field crews resolved numerous customer complaints while also addressing infrastructure failures discovered during investigations.

Streets Department

Major accomplishments included curb rehabilitation on Tilley Street, citywide pothole repairs, seal coats on Newlin, Schooley, Henry, Bonorden, Randle, Garner, and Eveline Streets, installation of bollards, drainage ditch cleaning, sinkhole repairs, and traffic marking improvements.

Street sweeper operations collected approximately 327 cubic yards of debris across four service areas.

Parks Department

The Parks Department maintained all city parks, restrooms, athletic fields, and grounds. Improvements included shade structures and benches at Lighthouse Beach, new grills at Bayfront Park, HVAC preventive maintenance, tree trimming, new bleachers and trash receptacles at Ashley Field, and playground surfacing repairs.

Major Trends and Challenges

1. Utility leaks and main-line repairs increased significantly during the quarter. 2. Meter replacement and data integrity efforts expanded as advanced metering infrastructure matured. 3. Streets experienced continued demand for pothole repairs and pavement preservation. 4. Departments continued addressing aging infrastructure while maintaining daily service delivery.

Recommendations and Priorities for Next Quarter

• Continue aggressive leak detection and response.

• Reduce outstanding utility work orders.

• Expand meter connectivity and validation efforts.

• Complete pending street rehabilitation projects.

• Continue preventive maintenance programs in parks and facilities.

• Strengthen quarterly KPI reporting with labor and cost tracking.

COMMUNICATION

SUBJECT: Receive Quarterly CIP Progress Report 07.01.206 thru 09.30.2026

INFORMATION:

QUARTERLY CAPITAL PROJECTS PROGRESS REPORT

07/01/2026 - 09/30/2026

34
PROJECTS BUDGETED FOR FY 25-26

53%
PROJECTS COMPLETION FOR FY 25-26

NOT STARTED BEHIND ON TRACK OVERDUE COMPLETE

FUND	PROJECT NAME	TOTAL PROJECT COST	TOTAL PROJECT EXPENSES TO DATE	DETAILS	UPDATE	TOTAL PROJECT COMPLETION
GF	**DETENTION POND - HALF LEAGE/GEORGE STREET CDBG MIT F 082**	$7,945,332	$574,112	IMPROVE TWO MAJOR DRAINAGE SYSTEMS TO INCREASE THE EXCESS WATER FLOW OUT OF THE CITY TO PREVENT FUTURE FLOODING.	THE CITY RECEIVED AUTHORITY TO USE FUNDS. THE PROJECT IS CURRENTLY IN THE ACQUISITION PHASE	7%
BONDS/LOANS	**STREET RECONSTRUCTION-INDEPENDENCE DR.**	$5,117,327	$5,117,327	RECONSTRUCTION OF INDEPENDENCE DR TO THREE-LANE ROAD WITH CURB AND GUTTER AND UNDERGROUND STORM SEWER	THE PROJECT HAS BEEN COMPLETED. THE TOTAL BUDGET WAS $5,170,528.72, AND TOTAL EXPENDITURES AMOUNTED TO $5,117,327.17, RESULTING IN COST SAVINGS OF $53,201.62	100%
BONDS/LOANS	**STREET RECONSTRUCTION ALAMO HEIGHTS**	$9,535,194	$9,535,194	UPGRADE THE DOWNSTREAM DRAINAGE SYSTEM.	THE PROJECT HAS BEEN COMPLETED. THE TOTAL BUDGET WAS $9,669,716, AND TOTAL EXPENDITURES AMOUNTED TO $9,535,194, RESULTING IN COST SAVINGS OF $134,522	100%
BONDS/LOANS	**STREET REHABILITATION-WESTERN HEIGHTS**	$2,052,781	$456,659	REHABILITATION OF BORDER, WAREHOUSE, AND CENTRAL ST. WITHIN THE WESTERN HEIGHTS AREA.	ACTIVE CONSTRUCTION	22%
GF	**SIDEWALK IMPROVEMENT-VILLAGE ROAD**	$52,251	$52,251	CONSTRUCTION OF A NEW SIDEWALK ALONG VILLAGE ROAD, EXTENDING FROM CAVELIER TO THE PORT LAVACA NURSING FACILITY.	THE PROJECT HAS BEEN COMPLETED. THE TOTAL BUDGET WAS $50,000, AND TOTAL EXPENDITURES AMOUNTED TO $52,251, RESULTING IN AN OVERAGE OF $2,251	100%
GF	**BUTTERFLY PARK-WROUGHT IRON/BRICK**	$34,500	$34,500	INSTALLATION OF DECORATIVE WROUGHT IRON	THE PROJECT HAS BEEN COMPLETED. THE TOTAL BUDGET WAS $40,000, AND TOTAL EXPENDITURES AMOUNTED TO $34,500, RESULTING IN COST SAVINGS OF $5,500	100%

FUND	PROJECT NAME	TOTAL PROJECT COST	TOTAL PROJECT EXPENSES TO DATE	DETAILS	UPDATE	TOTAL PROJECT COMPLETION
GF	**WILSON PARK-COVERED BASKETBALL COURT**	$350,000	$0	COVERED BASKETBALL COURT	THE CONSTRUCTION CONTRACT HAS BEEN EXECUTED. SOIL TESTING, TOPOGRAPHIC SURVEYING, AND SUBGRADE PREPARATION HAVE BEEN COMPLETED.	0%
GF	**CITY PARK/ ASHLEY FIELD**	$15,047	$15,047	PARKING LOT REHAB AND PURCHASE OF BLEACHERS	THE PROJECT HAS BEEN COMPLETED. THE TOTAL BUDGET WAS $15,000, AND TOTAL EXPENDITURES AMOUNTED TO $15,047, RESULTING IN AN OVERAGE OF $47	100%
GF	**SOUTH PACIFIC DEPOT IMPROVEMENTS**	$100,000	$0	INVOLVES UPGRADES AND RENOVATIONS TO THE INTERIOR OF THE HISTORIC DEPOT	THE PROJECT IS CURRENTLY ON HOLD, PENDING DIRECTION REGARDING THE REGAN BUILDING ON MAIN STREET	0%
GF	**BAUER PARKING LOT LIGHT POLE REPLACEMENT**	$100,000	$0	INVOLVES THE REPLACEMENT OF AGING OR NON-FUNCTIONAL POLES IN THE PARKING LOT OF THE BAUER COMMUNITY CENTER	REBUDGETED FOR FY27-28	0%
GRANT	**COASTAL RESILIENCY- LIVING SHORELINE**	$13,645,005	$4,344,233	THE PROJECT PROPOSES TO REDUCE WAVE ENERGY AND STORM SURGE ACTING ON THE SHORELINE DURING COLD FRONTS AND EXTREME EVENTS	ACTIVE CONSTRUCTION	32%
GF	**CITY HALL SECURITY UPGRADE PHASE IV & V**	$350,000	$330,085	THE PROJECT ENHANCES THE SAFETY AND SECURITY OF THE CITY HALL FACILITIES	THE CONSTRUCTION HAS BEEN COMPLETED. ADDITIONAL UPGRADES NEEDED TO BE COMPLETED, SUCH AS SECURITY UPGRADES, CAMERAS, AND STOREFRONT WINDOWS	94%
GF	**DRIVE-THRU AWNING**	$36,432	$36,432	INSTALLATION OF A PERMANENT AWNING STRUCTURE OVER THE DRIVE-THRU AREA AT CITY HALL. WILL BE CONSTRUCTED TO COVER THE NEWLY COMPLETED PNEUMATIC TUBE SYSTEM	THE PROJECT HAS BEEN COMPLETED. THE TOTAL BUDGET WAS $75,000, RESULTING IN COST SAVINGS OF $38,568	100%
GF	**INSTALL LADIES' RESTROOM AND SHOWER**	$9,038	$9,038	THE PROJECT INVOLVES THE INSTALLATION OF A DEDICATED LADIES' RESTROOM AND SHOWER FACILITY AT THE FIRE DEPARTMENT	THE PROJECT HAS BEEN COMPLETED. THE TOTAL BUDGET WAS $15,000, RESULTING IN SAVINGS OF $5,962	100%
GF	**FIRE STATION ROOF RELACEMENT**	$83,050	$83,050	THE PROJECT INVOLVES THE COMPLETE REMOVAL AND REPLACEMENT OF THE EXISTING ROOF AT THE FIRE STATION	THE PROJECT HAS BEEN COMPLETED. THE TOTAL BUDGET WAS $ 100,000, RESULTING IN SAVINGS OF $16,950	100%
GF	**CAMERAS & MICROPHONES**	$32,774	$32,774	THE PROJECT INVOLVES THE INSTALLATION OF A UNIFIED SURVEILLANCE AND ACCESS SYSTEM AT THE POLICE DEPARTMENT	THE PROJECT HAS BEEN COMPLETED. THE TOTAL BUDGET WAS $31,960, AND TOTAL EXPENDITURES AMOUNTED TO $32,774, RESULTING IN AN OVERAGE OF $814	100%
GF/GRANT	**"KITCHEN PROPERTY" PUBLIC ACCESS TO LAVACA BAY**	$529,500	$0	THE CITY WILL CONSTRUCT THE SHORELINE IMPROVEMENTS AND ESTABLISH THE TRACT AS A DESIGNATED PUBLIC PARK	THE PROPERTY IS ANTICIPATED TO BE AVAILABLE FOR PURCHASE BEFORE THE END OF 2026	0%

FUND	PROJECT NAME	TOTAL PROJECT COST	TOTAL PROJECT EXPENSES TO DATE	DETAILS	UPDATE	TOTAL PROJECT COMPLETION
GRANT	**OLD LANDFILL SHORELINE RESTORATION HARBOR OF REFUGE**	$523,550	$62,740	REHABILITATION AND STABILIZATION OF THE CITY'S ERODING SHORELINE TO PROTECT PUBLIC INFRASTRUCTURE	THE CONSTRUCTION CONTRACT HAS BEEN EXECUTED. THE PROJECT IS CURRENTLY AWAITING ISSUANCE OF NOTICE TO PROCEED	12%
GF	**SELF-CONTAINED BREATHING APPARATUS RELACEMENT**	$74,774	$74,774	THE FIRE DEPARTMENT REPLACES OUTDATED SELF-CONTAINED BREATHING APPARATUS	THE PROJECT HAS BEEN COMPLETED. THE TOTAL BUDGET WAS $75,000, RESULTING IN COST SAVING $226	100%
GF	**RADIOS & INSTRUMENTS**	$27,438	$27,438	ACQUISITION OF UPDATED RADIOS AND SUPPORTING COMMUNICATION INSTRUMENTS FOR THE POLICE DEPARTMENT	THE PROJECT HAS BEEN COMPLETED. THE TOTAL BUDGET WAS $27,327, AND TOTAL EXPENDITURES AMOUNTED TO $27,438, RESULTING IN AN OVERAGE OF $111	100%
GRANT/PUF	**SEWER LINE REPLACEMENT LA SALLE & TRINITY STREETS CDV23-0209**	$575,000	$436,315	REPLACE 850 LF OF 8" SEWER LINE ON LA SALLE STREET AND 1,475 LF OF 8" SEWER LINE ON TRINITY STREET	ACTIVE CONSTRUCTION	76%
PUF	**SLOPE & COVER SHORELINE PROTECTION OF CHOCOLATE BAYOU**	$466,575	$22,700	CONSTRUCTION OF A BULKHEAD ALONG A CRITICALLY ERODED AREA OF THE CHOCOLATE BAYOU SHORELINE	THE CONSTRUCTION CONTRACT HAS BEEN EXECUTED. PRE-CONSTRUCTION MEETING HAS BEEN COMPLETED	5%
PUF	**12" LINK BETWEEN WATER TOWERS PHASE I**	$750,000	$0	INSTALLATION OF A 12-INCH WATER MAIN TO CONNECT THE CITY'S TWO WATER TOWERS DIRECTLY.	REBUDGETED FOR FY27-28.	0%
UTILITY CONSTRUCTION FUND	**LIFT STATION UPGRADES: ANN**	$889,650	$889,650	A COMPREHENSIVE UPGRADE TO THE ANN STREET LIFT STATION	THE PROJECT HAS BEEN COMPLETED. THE TOTAL BUDGET WAS $890,500, RESULTING IN COST SAVINGS OF $850	100%
BONDS/LOANS	**LYNN'S BAYOU WWTP EXPANSION**	$2,290,575	$2,084,322	THE PROJECT INVOLVES THE EXPANSION OF THE LYNN'S BAYOU WASTEWATER TREATMENT PLANT	THE PROJECT IS CURRENTLY IN THE ENGINEERING PHASE AND POSTPONED	91%
BEACH FUND	**RAISED CROSSWALK AND SIDEWALK**	$30,000	$0	CONSTRUCTION OF A RAISED CROSSWALK AND ACCESSIBLE SIDEWALK CONNECTING THE SPLASH PAD AREA TO THE PUBLIC RESTROOM FACILITIES	THE CONSTRUCTION CONTRACT HAS BEEN EXECUTED IN THE AMOUNT OF $16,457	0%

FUND	PROJECT NAME	TOTAL PROJECT COST	TOTAL PROJECT EXPENSES TO DATE	DETAILS	UPDATE	TOTAL PROJECT COMPLETION
BEACH FUND	**CABANAS AT SPLASHPAD**	$25,000	$0	INSTALLATION OF THREE NEW SHADED CABANAS AT THE CITY'S SPLASH PAD FACILITY	REBUDGETED FOR FY 26-27.	0%
BEACH FUND/GRANT	**CEPRA LIGHTHOUSE BEACH SHORELINE PROTECTION PHASE II**	$395,000	$395,000	ADDING A LIVING SHORELINE AT PORT LAVACA ALONG THE BAY SHORELINE SOUTHWEST OF THE LAVACA BAY TO ENHANCE WETLANDS AND IMPROVE THE QUALITY OF RUNOFF INTO LAVACA BAY	THE PROJECT IS IN THE ENGINEERING AND PERMITTING PHASE. THE CITY'S CONTRIBUTION WAS $158,000. THE EXPENDITURES TOTALED $ 97,475 RESULTING IN COST SAVINGS OF $60,528	100%
HOT	**GATEWAY SIGN & LANDSCAPING AT HWY 35 & 87**	$150,000	$14,092	DESIGN, CONSTRUCTION, AND INSTALLATION OF A NEW GATEWAY SIGN ALONG WITH ENHANCED LANDSCAPING AT THE INTERSECTION OF HIGHWAY 35 & 87	THE PROJECT IS CURRENTLY IN THE TXDOT PERMITTING PHASE	9%
GRANT	**SHORELINE CLEANUP**	$429,025	$429,025	RESTORE THE NATURAL CONDITIONS FOR THE BAY HABITAT, INCLUDING FISH AND MARSHES, BY REMOVING THREE BARGES	COMPLETED	100%
GRANT/ PORT FUND/GF	**IMPROVEMENT SMITH HARBOR DOWNTOWN WATERFRONT MASTER PLAN**	$619,224	$622,002	IMPROVEMENT OF SMITH HARBOR, RENOVATION TO THE EXISTING PARKING AREA, ADDING VEGETATED STRIP FILTERS AND OTHER GREEN INFRASTRUCTURE	THE PROJECT HAS BEEN COMPLETED. PENDING FINAL ENGINEERING INVOICE	100%
GRANT/CMP	**PUBLIC ACCESS BOARDWALK AT SMITH HARBOR**	$522,100	$300	ADA-ACCESSIBLE PUBLIC ACCESS TO LAVACA BAY BY CONSTRUCTION OF A 10FT WIDE BOARDWALK ALONG THE EXISTING CONCRETE SEAWALL	ENGINEERING PHASE/ PERMITTING	0%
PORT FUND	**BULKHEADING ALONG THE NORTH SIDE OF SMITH HARBOR**	$200,000	$0	INSTALLATION OF A NEW BULKHEAD ALONG THE NORTH SIDE OF SMITH HARBOR TO STABILIZE THE SHORELINE AND PREVENT FURTHER EROSION	ENGINEERING PHASE	0%
GRANT	**REPAIR OF CORRUGATED METAL PIPE CULVERTS IN CORPORATION DITCH**	$750,000	$0	REPAIR OR FULL REPLACEMENT OF DETERIORATED CORRUGATED METAL PIPE CULVERTS LOCATED WITHIN THE CORPORATION DITCH	DETAILED DESIGN PHASE	0%
	TOTAL:	**$48,706,143**	**$25,679,060**			**53%**

Brittney Hogan

Brittney Hogan
Finance Director

10/02/2026

Date

COMMUNICATION

SUBJECT: Consider request of the Chamber of Commerce for parade permit, traffic control assistance and closing off several streets, for the Annual "Lighted Christmas Parade" on Friday, December 04, 2026, beginning at 6:30 p.m. and also request waiver of any fees associated with the event.

INFORMATION:

CITY OF PORT LAVACA

MEMO

DATE: 10/7/2026

TO: MAYOR AND COUNCIL

FROM: TANIA FRENCH

SUBJECT: COUNCIL AGENDA – PORT LAVACA CHRISTMAS PARADE

The Port Lavaca Chamber of Commerce is requesting several city streets be closed on Friday, December 04, 2026, for the annual "Lighted Christmas Parade," beginning at 6:30 p.m. The parade begins at Sandcrab Stadium, travels down Sam Faubion Street, proceeds right onto Virginia Street, down to Main Street, turns left onto Main Street, proceeds down to Commerce Street, then crosses Commerce Street to the Bayfront Peninsula, where it ends.

The Port Lavaca Chamber of Commerce is requesting waiver of all fees associated with the event and also assistance with traffic control by the Police Department.

COMMUNICATION

SUBJECT: Consider request of Our Lady of the Gulf Catholic Church for a parade permit and traffic control assistance for their annual “Christ the King Eucharistic Procession Parade” on Sunday, November 22, 2026 beginning at 5:00 p.m. and also request waiver of any fees associated with the event.

INFORMATION:

COMMUNICATION

SUBJECT: Consider request of Our Lady of the Gulf Catholic Church (OLGULF) Altar Society, for closure of Benavides Street between Leona and Austin Streets for their annual fund-raising Thanksgiving Meal Drive-Thru on Sunday, November 01, 2026 from 9:00 a.m. to 2:00 p.m.

INFORMATION:



Our Lady of the Gulf Catholic Church

415 West Austin Street Port Lavaca, Texas 77979
Telephone (361) 552-6140 Fax (361) 552-4300
www.olgulf.org email: olg@olgulf.org

September 29, 2026

To: City of Port Lavaca
Attn: Street Closure / Special Events Department Port Lavaca, Texas

RE: Request for Street Closure – Annual Turkey Dinner Fundraiser

Dear City of Port Lavaca,

On behalf of the Our Lady of the Gulf Catholic Altar Society, I respectfully request permission to temporarily close Leona Street (on the side of St. Jude Hall & the Courthouse Annex) in Port Lavaca on Sunday, November 1, 2026, in conjunction with our Annual Turkey Dinner Fundraiser. The event will be held from 11:00 a.m. to 1:00 p.m. and will include dine-in and drive-through meal service, as well as a bake sale and raffle.

We are requesting the street closure to help provide a safe and organized area for our drive-through meal pickup and to ensure the safety of our parishioners, volunteers, and members of the community attending the event.

We greatly appreciate the City of Port Lavaca's consideration of our request and your continued support of community and parish events.

Please let us know if there are any additional forms, permits, fees, or requirements that need to be completed in order to obtain approval for the temporary street closure.

Thank you for your time and consideration.

Sincerely,

Fr. Tommy Chen
Pastor

OUR LADY OF THE GULF
PORT LAVACA, TEXAS

COMMUNICATION

SUBJECT: Consider ratification of Ordinance No. S-5-26 adopting the Fiscal Year 2026–2027 Budget, previously approved at the September 22, 2026 Special Meeting. Presenter is Brittney Hogan

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INFORMATION:

ORDINANCE #S-5-26

AN ORDINANCE APPROVING THE ANNUAL BUDGET FOR THE CITY OF PORT LAVACA, TEXAS AND ADOPTING THE BUDGET DOCUMENT FOR THE FISCAL YEAR OCTOBER 1, 2026 THROUGH SEPTEMBER 30, 2027; REPEALING ALL ORDINANCES OR PARTS THEREOF IN CONFLICT HEREWITH; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City Council has approved a budget for the City of Port Lavaca, Texas, for the fiscal year October 1, 2026 through September 30, 2027, and accordingly held a public hearing for same, at which time all interested citizens were given an opportunity to be heard for or against any item or amount of any item contained in said budget; and

WHEREAS, all approved adjustments, if any, have been made in said budget and said public hearing has been officially closed:

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

SECTION 1. That the annual budget for the City of Port Lavaca, Texas for the fiscal year October 1, 2026 through September 30, 2027 is hereby approved and the budget document is hereby in all things adopted and made a part of this ordinance as if set forth in full herein and is hereby declared to be the financial plan for the City of Port Lavaca, Texas for the fiscal year 2026/2027.

SECTION 2. That in accordance with the City Charter, Section 8.03 Transfer of Appropriations, the City Council hereby approves the City Manager to transfer any unencumbered appropriation balance or portion thereof between general classifications of expenditures within an office, department or agency.

SECTION 3. All ordinances or parts of ordinances in conflict herewith are hereby expressly repealed.

SECTION 4. This ordinance shall become effective on the date of its passage by the City Council of the City of Port Lavaca, Texas.

FIRST READING this 21st day of September, 2026

Luis De La Garza, Mayor

SECOND AND FINAL READING this 22nd day of September, 2026

Luis De La Garza, Mayor

APPROVED AND ADOPTED this 22nd day of September, 2026.

Luis De La Garza, Mayor

ATTEST:

Lorena Perez-Diaz, City Secretary

APPROVED AS TO FORM:

Anne Marie Odefey, City Attorney

RECORD OF VOTE

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

Record of approval by City Council: City Council Minute Records, Volume __, Page _____.

COMMUNICATION

SUBJECT: Consider ratification of Ordinance No. S-6-26 adopting the 2026 Tax Rate, previously approved at the September 22, 2026 Special Meeting. Presenter is Brittney Hogan

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INFORMATION:

ORDINANCE #S-6-26

AN ORDINANCE FIXING THE TAX RATE AND TAX LEVY FOR THE CITY OF PORT LAVACA, TEXAS, FOR THE YEAR 2026, UPON ALL TAXABLE PROPERTY IN SAID CITY OF PORT LAVACA, TEXAS SUBJECT TO TAXATION BY SAID CITY ON THE FIRST DAY OF JANUARY 2026 IN CONFORMITY WITH THE CHARTER PROVISIONS AND ORDINANCES OF SAID CITY OF PORT LAVACA; APPROPRIATING THE FUNDS DERIVED FROM SAID TAX LEVY TO VARIOUS FUNDS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND ESTABLISHING AN EFFECTIVE DATE

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

SECTION 1. That there shall be and there is hereby levied and assessed for the year 2026 upon all property of every description subject to taxation by the City of Port Lavaca, Texas on the 1st day of January, 2026, the following tax rate, to-wit:

An Ad Valorem Tax at the rate of $0.8800 on the $100.00 assessed value, based on 100% assessment thereof estimated in lawful currency of the United States of America, for the purpose of paying the general expenses of the City government and for payment of principal and interest on outstanding bonds and certificates of obligation for the fiscal year ending September 30, 2027.

(A) THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEARS TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 8.18 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A $100,000 HOME BY APPROXIMATELY $80.40

SECTION 2. All taxes collected pursuant to this ordinance shall be deposited in the funds known as the General Fund and the Tax Supported Debt Service Fund, and said monies shall be appropriated and distributed as follows:

	Rate	Percentage
GENERAL FUND	$ 0.7791	89 %
TAX SUPPORTED DEBT SERVICE FUND: 2022 Cos & 2024 Cos	$ 0.1009	11 %
TOTALS:	$ 0.8800	100.00 %

SECTION 3. The duly authorized official responsible for the assessment and collection of taxes for the City of Port Lavaca is hereby directed to assess, extend and enter upon the tax rolls of the

City of Port Lavaca, Texas, for the current taxable year the amount and rates herein levied, and to keep a correct account of same, and when so collected, to deposit same in the depository of the City of Port Lavaca to be distributed in accordance with this ordinance.

SECTION 4. All ordinances or parts of ordinances in conflict herewith are hereby expressly repealed.

SECTION 5. This ordinance shall become effective on the date of its passage by the City Council of the City of Port Lavaca, Texas.

FIRST READING this 14th day of September, 2026

Luis De La Garza, Mayor

SECOND AND FINAL READING this 22nd day of September, 2026

Luis De La Garza, Mayor

APPROVED AND ADOPTED this 22nd day of September, 2026

Luis De La Garza, Mayor

ATTEST:

Lorena Perez-Diaz, City Secretary

APPROVED AS TO FORM:

Anne Marie Odefey, City Attorney

RECORD OF VOTE

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

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

COMMUNICATION

SUBJECT: Consider approving a change order NO. 2 for sewer line replacement along La Salle and Trinity Street under CDBG Grant Agreement No. CDV23-0209. Presenter is Wayne Shaffer

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INFORMATION:

CITY OF PORT LAVACA

COUNCIL MEETING: OCTOBER 12TH, 2026

DATE: 09.25.2026

TO: JODY WEAVER, CITY MANAGER

CC: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: KATERYNA THOMAS, GRANTS & CIP COORDINATOR
WAYNE SHAFFER, DIRECTOR OF PUBLIC WORKS

SUBJECT: CONSIDER APPROVING A CHANGE ORDER NO. 2 FOR SEWER LINE REPLACEMENT ALONG LA SALLE AND TRINITY STREETS UNDER CDBG GRANT AGREEMENT NO. CDV23-0209

Background:

The City of Port Lavaca was awarded a Texas Department of Agriculture (TDA) grant in the amount of $500,000 to improve the City's infrastructure through the Sewer Line Improvements along La Salle and Trinity Streets project. The project's construction cost was originally estimated at $484,600.00 by the project engineer. The City received construction bids that were lower than the engineer's original estimate, resulting in construction costs below the anticipated project budget. However, during construction, we determined that additional sanitary sewer upgrades were needed to complete the project, address field conditions, and ensure a complete wastewater collection system. These updates include additional sewer mains, service connections, manholes, and related components needed to complete the infrastructure and align with the project's initial goals. The Engineer has reviewed the proposed quantities and unit costs and confirmed they are reasonable, essential, and aligned with market prices.

Approval of Change Order No. 2 in the amount of $87,469.00 will allow the City to utilize the remaining $59,851.00 in available grant funds, thereby avoiding potential penalties associated with leaving grant funds unexpended. The remaining $27,618.00 required for Change Order No. 2 will be funded from available Public Utility Fund construction funds.

In addition, staff is requesting that City Council authorize the expenditure of up to an additional $10,000.00 from Public Utility Fund construction funds to address any unforeseen conditions or circumstances associated with this additional scope of work that may require a subsequent change order.

This authorization would allow the project to proceed without unnecessary delay should minor unforeseen work arise, while limiting the City's additional financial commitment to no more than $10,000.00 without further Council approval

The proposed changes do not alter the fundamental purpose of the project, the approved service area, or the beneficiary population and remain consistent with the approved project scope and TxCDBG program objectives.

Financial Consideration:

This Change Order No.2 will be funded partially with grant funds, with the remaining City match in an amount not exceeding $37,618.00 funded through the Utility Construction Fund.

Recommendation:

Staff recommends that City Council approve Change Order No. 2 of $87,469.00 for additional sanitary sewer improvements under CDBG Contract No. CDV23-0209, utilizing the remaining grant funds of $59,851.00, the Public Utility fund of $27,618.00, and authorize up to $10,000.00 in additional Public Utility fund to address unforeseen charges that would require a change order.

Attachments:

Change Order No.2
Plans

A505

Construction Contract Change Order

Grant Recipient: City of Port Lavaca Select: ☒ City ☐ County

Contract No.: CDV23-0209 Change Order No.: 2 Region: GCRPC

Contractor:

Lester Contracting, Inc.
Mr. Ken Lester, Jr., President
P.O. Box 986
Port Lavaca, TX 77979

Engineer:

Urban Engineering
Mr. Matt A. Glaze, P.E., Vice President
2004 N. Commerce Street
Victoria, TX 77901

Select Change Order Type(s): ☒ Change to Existing Line Items ☒ New Items Requested ☒ Change in Contract Duration

Grant recipient is requesting Texas Department of Agriculture review to determine eligibility of change order expenses.

Changes to Existing Line Items (Items from original bid or added in previous change order ONLY)

Bid Item #	Item Description	Original Qty.	Proposed Qty.	UOM	Unit Price	Δ Qty.	Change in Contract Price	+
10	SS Svc Sgl Res(4")(Short)	10	14	EA	$1,385.00	4	$5,540.00	-
11	SS Svc Sgl Res(4")(Long)	9	11	EA	$1,695.00	2	$3,390.00	-
12	SS Svc Sgl Comm(6")(Short)	2	3	EA	$1,850.00	1	$1,850.00	-
13	SS Svc Sgl Comm(6")(Long)	3	4	EA	$2,500.00	1	$2,500.00	-
20	SS Main(8")(0'-5' Cut)(Asphalt)	756	798	LF	$84.50	42	$3,549.00	-
24	SS Svc Sgl Comm(6")(Short)	1	2	EA	$1,615.00	1	$1,615.00	-
						Contract Change Sub-Total:	$18,444.00	

New Items Requested (Items WITHOUT a unit price in the original bid)

Provide explanation below (attach separate documentation as appropriate). The Grant Recipient must demonstrate competitive pricing for new items.

Needed for project completion. Engineer has determined that the prices of the new items are reasonable and within competitive pricing for the additional work.

Bid Item #	Item Description	Original Qty.	Proposed Qty.	UOM	Unit Price	Δ Qty.	Change in Contract Price	+
30	12" SS to MH@LaSalle&Leona St		14	LF	$125.00	14	$1,750.00	-
31	SS Main(8")(0'-5' Cut)(Asphalt)	0	376	LF	$98.00	376	$36,848.00	-
32	SS Manhole(Fiberglass)(5'-10')	0	2	EA	$7,025.00	2	$14,050.00	-
33	SS Svc Sgl Res(4")(Short)	0	4	EA	$1,385.00	4	$5,540.00	-
34	SS Svc Sgl Res(4")(Long)	0	3	EA	$1,595.00	3	$4,785.00	-
35	Loc&Con SS Main to MH(8")	0	2	EA	$1,150.00	2	$2,300.00	-
36	Remove&Dispose Concrete Struc	0	2	EA	$560.00	2	$1,120.00	-
37	Remove&Dispose SS Main	0	376	LF	$2.00	376	$752.00	-
38	Trench Protection (>5'Cut)	0	376	LF	$5.00	376	$1,880.00	-
						Contract New Item Sub-Total:	$69,025.00	

Change in Contract Duration

Provide explanation below (attach separate documentation as necessary).

Addition of 90 calendar days to contract as requested by Owner.

Original Contract End Date: 6/28/2026

This form required as of September 1, 2020.
All previous versions no longer valid.

Net change of previous Change Orders (days): 90

Increase/Decrease of this Change Order (days): 90

Change Order Contract End Date 12/25/2026

Justification for Change

	Increase	Decrease	No Change
1. Effect of this change on scope of work:	☒	☐	☐
2. Effect on operation and maintenance costs:	☒	☐	☐
	Yes	No	Not Applicable
3. Will this Change Order change the number of beneficiaries or TxCDBG contract Performance Statement Exhibit A?	☐	☐	☒
4. Has this change created new circumstances or environmental conditions which may affect the project's impact, such as concealed or unexpected conditions discovered during actual construction?	☐	☐	☒
5. Is the TCEQ clearance still valid?	☒	☐	☐
6. Are other TxCDBG contractual special condition clearances still valid?	☒	☐	☐
7. If new items are included that were not included in the competitive bid, have the prices been determined to be reasonable?	☒	☐	☐

Change Order Summary

Original Contract Price:	$424,749.00	Original Contract End Date:	6/28/2026
Net Previous Change Order(s):	$0.00	Net change of previous Change Orders (days):	90
This Net Change Order:	$87,469.00	Increase/Decrease of this Change Order (days):	90
New Contract Price:	$512,218.00	Change Order Contract End Date	12/25/2026
Cumulative % Change:	20.593%		

NOTE: Change orders for an increase of more than 25% will be rejected. The State of Texas considers a change in the construction contract price of greater than 25% to be non-competitive, as other potential bidders did not have the opportunity to bid on the true scope of the project during the procurement process. Grant Recipient must rebid project in the event of an increase greater than 25%.

Grant Recipient Approval (REQUIRED)

This change order is greater than $50,000, by signing, the above signature represents evidence that approval from the governing body has been obtained by the City. See Local Govt. C., §252.048 [city] or §262.031 [county].

Authorized Signature	Date

JoAnna P. "Jody" Weaver, P.E., City Manager & City Engineer
Authorized Signatory's Name and Title

Engineer's Recommendation

Engineer's Signature	Date

Matt A. Glaze, P.E., Vice President
Engineer's Name

Contractor's Authorization

Contractor's Signature	Date

Ken Lester, Jr., President
Contractor's Name and Title

To receive an email copy of the TDA response, provide contact information below

Name	Email	+
		-

For TDA office use only

This Net Change Order:	$87,469.00	Increase/decrease of this Change Order (days):	90
Net Change Order Approved:		Increase/decrease of this Change Order Approved:	
Approved Contract Amount:		Approved Contract Time:	

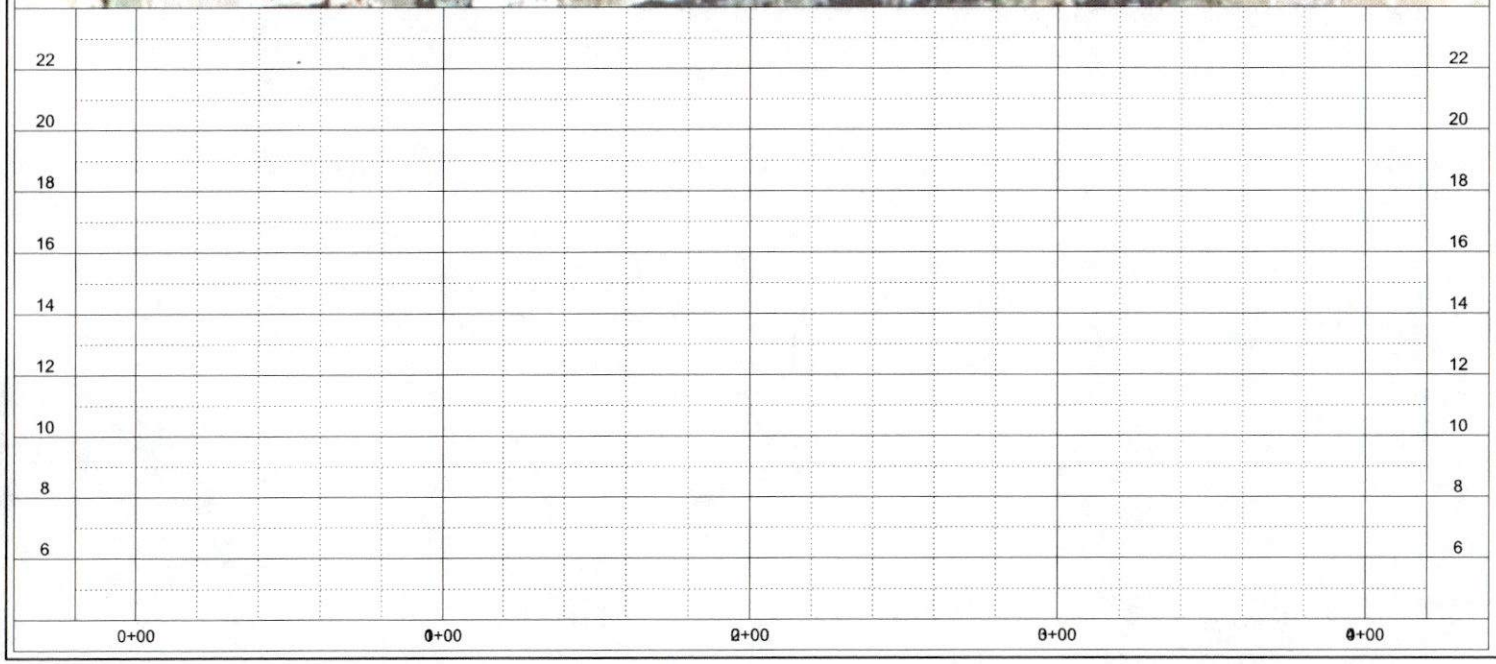
Notes:

Contract Specialist Signature	Date

This form required as of September 1, 2020.
All previous versions no longer valid.

Director Signature (optional)	Date





KEYED NOTES & LEGEND
SANITARY SEWER UTILITY

KEY #	SYMBOL	NOTE
1		SANITARY SEWER MANHOLE IN ACCORDANCE WITH THE STANDARD DETAILS. DEPTH, TOP OF RIM, & FLOWLINE AS INDICATED ON PLAN.
2		LOCATE & CONNECT EXISTING SANITARY SEWER MAIN TO PROPOSED MANHOLE IN ACCORDANCE WITH THE STANDARD DETAILS. FLOWLINE AS INDICATED ON PLAN.
3		SINGLE RESIDENTIAL SANITARY SEWER SERVICE IN ACCORDANCE WITH THE STANDARD DETAILS (INCLUDES REMOVAL & DISPOSAL OF EXISTING SERVICE).
4		SINGLE COMMERCIAL SANITARY SEWER SERVICE IN ACCORDANCE WITH THE STANDARD DETAILS (INCLUDES REMOVAL & DISPOSAL OF EXISTING SERVICE).
5		CRITICAL LOCATE. CONTRACTOR SHALL LOCATE END OF EXISTING SANITARY SEWER MAIN & VERIFY DEPTH PRIOR TO CONSTRUCTION. CONTRACTOR SHALL VERIFY THAT PROPOSED DEPTHS ARE SUFFICIENT TO PROVIDE SERVICE. CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY ISSUES OR DESCREPANCIES.

KEYED NOTES & LEGEND
DEMOLITION

KEY #	SYMBOL	NOTE
A		EXISTING CONCRETE STRUCTURE TO BE REMOVED AND DISPOSED OF BY CONTRACTOR.
B		EXISTING SANITARY SEWER MAIN TO BE REMOVED & DISPOSED OF BY CONTRACTOR.

PLAN & PROFILE - TRINITY STREET
STA 0+00 to 4+00

GRAPHIC SCALE IN FEET
0 20 40 60 80

TRUE NORTH

ISSUE
- [ ] PRELIMINARY
- [ ] REVIEW
- [ ] PERMITTING
- [x] BIDDING
- [ ] CONSTRUCTION

REVISIONS

URBAN engineering
2004 N. Commerce, Victoria, Texas 77901 · 361.578.9836
urbanvictoria.com - TREF# F-160

PROJECT
CITY OF PORT LAVACA - SANITARY SEWER IMPROVEMENTS

TxCDBG CONTRACT NO. CDV23-0209

TITLE
P&P - COLORADO STREET

STA 0+00 to 4+00

DATE 11/26/25
JOB NUMBER E25541.00
SHEET
C6.0
PAGE 13 of 13

COMMUNICATION

SUBJECT: Consider approval of a Professional Services Agreement with SAFEbuilt Texas, LLC for inspection services for the Development Services Department. Presenter is Derrick Smith

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INFORMATION:

CITY OF PORT LAVACA

MEETING: September 25, 2026 **AGENDA ITEM _____**

DATE: 10.12.2026

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: DERRICK SMITH, DEVELOPMENT SERVICES DIRECTOR

SUBJECT: Discuss and approve a contract with SAFEbuilt TEXAS, LLC for a Professional Services Agreement contract.

The intent of entering into a Professional Services Agreement with SAFEbuilt Texas, LLC is to provide the City with an additional service provider offering the same services currently provided by Bureau Veritas. There is no upfront cost associated with the agreement, as services are fee-based and comparable to the current Bureau Veritas rate structure. As these fees are passed through to the customer, no changes to the current fee schedule or City budget will be required.

Bureau Veritas' primary inspector for our area will be retiring soon, and we have been informed that a replacement inspector may be assigned from the Houston area rather than hiring a new inspector locally. This could result in later inspection times and uncertainty regarding whether the City will have a consistent inspector assigned to our area. Additionally, several Bureau Veritas employees, including the area manager and one of our area inspectors, have moved to SAFEbuilt. These changes raise concerns regarding the future availability and consistency of inspection services provided by Bureau Veritas.

An example of Bureau Veritas declining level of service is when I recently called to schedule ADA inspections for all of our city facilities. I was told that they no longer provide that service. I talked to a representative with SAFEbuilt, and they will be providing me with an estimated cost sometime this week.

The City of Palacios has contracted with SAFEbuilt for future services. We plan to keep our Bureau Veritas contract while evaluating SAFEbuilt's services to determine which provider best serves our community.

Neither contract has an expiration date. If Bureau Veritas increases its fees, a new contract would be required. Under SAFEbuilt's contract, rates may increase by 4.5% or based on the annual increase in the Department of Labor's Consumer Price Index. If the index decreases, rates will remain unchanged. Any rate adjustment will begin 24 months after execution of the contract.

Therefore, it is staff's recommendation that Council approve entering into an agreement with SAFEbuilt TEXAS, LLC.

Attachment(s):

- SAFEbuilt contract

PROFESSIONAL SERVICES AGREEMENT
BETWEEN CITY OF PORT LAVACA, TEXAS
AND SAFEbuilt TEXAS, LLC

This Professional Services Agreement ("Agreement") is made and entered into by and between City of Port Lavaca, Texas ("Municipality") and SAFEbuilt Texas, LLC, a wholly owned subsidiary of SAFEbuilt, LLC, ("Consultant"). Municipality and Consultant shall be jointly referred to as "Parties".

RECITALS

WHEREAS, Municipality is seeking a consultant to perform the services listed in Exhibit A – List of Services, ("Services"); and

WHEREAS, Consultant is ready, willing, and able to perform Services.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, Municipality and Consultant agree as follows:

1. SCOPE OF SERVICES

Consultant will perform Services in accordance with construction codes, amendments and ordinances adopted by the elected body of Municipality, state laws and regulations that are applicable to the Services provided under this Agreement. The qualified professionals employed by Consultant will maintain current certifications, certificates, licenses as required for Services that they provide to Municipality. Consultant is not obligated to perform services beyond what is contemplated by this Agreement.

Unless otherwise provided in Exhibit B, Consultant shall provide the Services using hardware and Consultant's standard software package. In the event that Municipality requires that Consultant utilize hardware or software specified by or provided by Municipality, Municipality shall provide the information specified in Exhibit B. Consultant shall use reasonable commercial efforts to comply with the requirements of Exhibit B and Municipality, at its sole expense, shall provide such technical support, equipment or other facilities as Consultant may reasonably request to permit Consultant to comply with the requirements of Exhibit B.

2. CHANGES TO SCOPE OF SERVICES

Any changes to Services between Municipality and Consultant shall be made in writing that shall specifically designate changes in Service levels and compensation for Services. Both Parties shall determine a mutually agreed upon solution to alter services levels and a transitional timeframe that is mutually beneficial to both Parties. No changes shall be binding absent a written Agreement or Amendment executed by both Parties.

3. FEE STRUCTURE

In consideration of Consultant providing services, Municipality shall pay Consultant for Services performed in accordance with Exhibit B – Fee Schedule for Services.

4. INVOICE & PAYMENT STRUCTURE

Consultant will invoice Municipality, on a monthly basis and provide all necessary supporting documentation. All payments are due to Consultant within 30 days of Consultant's invoice date. Payments owed to Consultant but not made within sixty (60) days of invoice date shall bear simple interest

at the rate of one and one-half percent (1.5%) per month. If payment is not received within ninety (90) days of invoice date, Services will be discontinued until all invoices and interest are paid in full. Municipality may request, and Consultant shall provide additional information before approving the invoice. When additional information is requested, Municipality will identify specific disputed item(s) and give specific reasons for any request. Undisputed portions of any invoice shall be due within 30 days of Consultants invoice date, if additional information is requested, Municipality will submit payment within thirty (30) days of resolution of the dispute.

5. TERM

This Agreement shall be effective on the latest date on which this Agreement is fully executed by both Parties. The initial term of this Agreement shall be twelve (12) months. Agreement shall automatically renew for subsequent twelve (12) month terms until such time as either Party notifies the other of their desire to terminate this Agreement.

6. TERMINATION

Either Party may terminate this Agreement, or any part of this Agreement upon ninety (90) days written notice, with or without cause and with no penalty or additional cost beyond the rates stated in this Agreement. In case of such termination, Consultant shall be entitled to receive payment for work completed up to and including the date of termination within thirty (30) days of the termination.

7. FISCAL NON-APPROPRIATION CLAUSE

Financial obligations of Municipality payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available in accordance with the rules, regulations, and resolutions of Municipality, and other applicable law. Upon the failure to appropriate such funds, this Agreement shall be terminated. In the event Municipality develops a conflict with a particular Consultant, the Parties shall discus said conflict and if appropriate, Consultant shall assign an alternate particular Consultant to handle the Municipality's Services.

8. MUNICIPALITY OBLIGATIONS

Municipality shall timely provide all data information, plans, specifications and other documentation reasonably required by Consultant to perform Services (Materials). Municipality has the right to grant and hereby grants Consultant a fully paid up, non-exclusive, non-transferable license to use the Materials in accordance with the terms of this Agreement.

9. PERFORMANCE STANDARDS

Consultant shall perform the Services using that degree of care, skill, and professionalism ordinarily exercised under similar circumstances by members of the same profession practicing or performing the substantially same or similar services. Consultant represents to Municipality that Consultant retains employees that possess the skills, knowledge, and abilities to competently, timely, and professionally perform Services in accordance with this Agreement. In the event Municipality develops a conflict with a particular Consultant, the Parties shall discus said conflict and if appropriate, Consultant shall assign an alternate particular Consultant to handle the Municipality's Services.

10. INDEPENDENT CONTRACTOR

Consultant is an independent contractor, and, except as provided otherwise in this section, neither Consultant, nor any employee or agent thereof, shall be deemed for any reason to be an employee or agent of Municipality. Municipality shall have no liability or responsibility for any direct payment of any

salaries, wages, payroll taxes, or any and all other forms or types of compensation or benefits to any personnel performing services for Municipality under this Agreement. Consultant shall be solely responsible for all compensation, benefits, insurance and employment-related rights of any person providing Services hereunder during the course of or arising or accruing as a result of any employment, whether past or present, with Consultant.

Consultant and Municipality agree that Consultant will provide similar service to other clients while under contract with Municipality and Municipality acknowledges that Consultant employees may provide similar services to multiple clients. Consultant shall at its sole discretion assign and reassign qualified employees, as determined by Consultant, to perform services for Municipality. Municipality may request that a specific employee be assigned to or reassigned from work under this Agreement and Consultant shall consider that request when determining staffing. Consultant shall determine all conditions of employment for its employees, including hours, wages, working conditions, promotion, discipline, hiring and discharge. Consultant exclusively controls the manner, means and methods by which services are provided to Municipality, including attendance at meetings, and Consultant's employees are not subject to the direction and control of Municipality. Except where required by Municipality to use Municipality information technology equipment or when requested to perform the services from office space provided by the Municipality, Consultant employees shall perform the services using Consultant information technology equipment and from such locations as Consultant shall specify. No Consultant employee shall be assigned a Municipal email address as their exclusive email address and any business cards or other IDs shall state that the person is an employee of Consultant or providing Services pursuant to a contractual agreement between Municipality and Consultant.

It is the intention of the Parties that, to the greatest extent permitted by applicable law, Consultant shall be entitled to protection under the doctrines of governmental immunity and governmental contractor immunity, including limitations of liability, to the same extent as Municipality would be in the event that the services provided by Consultant were being provided by Municipality. Nothing in this Agreement shall be deemed a waiver of such protections.

11. ASSIGNMENT AND SUBCONTRACT

Neither party shall assign all or part of its rights or obligations under this Agreement to another entity without the written approval of both Parties; consent shall not be unreasonably withheld. Notwithstanding the preceding, Consultant may assign this Agreement in connection with the sale of all or substantially all of its assets or ownership interest, effective upon notice to Municipality, and may assign this Agreement to its parent, subsidiaries or sister companies (Affiliates) without notice to Municipality. Consultant may subcontract any or all of the services to its Affiliates without notice to Municipality. Consultant may subcontract any or all of the services to other third parties provided that Consultant gives Municipality prior written notice of the persons or entities with which Consultant has subcontracted. Consultant remains responsible for any Affiliate's or subcontractor's performance or failure to perform. Affiliates and subcontractors will be subject to the same performance criteria expected of Consultant. Performance clauses will be included in agreements with all subcontractors to assure quality levels and agreed upon schedules are met.

12. INDEMNIFICATION

To the fullest extent permitted by law, Consultant shall defend, indemnify, and hold harmless Municipality, its elected and appointed officials, employees and volunteers and others working on behalf of Municipality, from and against any and all third-party claims, demands, suits, costs (including reasonable legal costs), expenses, and liabilities ("Claims") alleging personal injury, including bodily injury or death, and/or property damage, but only to the extent that any such Claims are caused by the negligence of Consultant or any officer, employee, representative, or agent of Consultant. Consultant shall have no obligations

under this Section to the extent that any Claim arises as a result of Consultants compliance with Municipal law, ordinances, rules, regulations, resolution, executive orders or other instructions received from Municipality.

To the fullest extent permitted by law and without waiver of governmental immunity, Municipality shall defend, indemnify, and hold harmless Consultant, its officers, employees, representatives, and agents, from and against any and all Claims alleging personal injury, including bodily injury or death, and/or property damage, but only to the extent that such Claims are caused by (a) the negligence of, or material breach of any obligation under this Agreement by, Municipality or any officer, employee, representative, or agent of Municipality or (b) Consultant's compliance with Municipal law, ordinances, rules, regulations, resolutions, executive orders or other instructions received from Municipality. If either Party becomes aware of any incident likely to give rise to a Claim under the above indemnities, it shall notify the other and both Parties shall cooperate fully in investigating the incident.

13. LIMITS OF LIABILITY

EXCEPT ONLY AS MAY BE EXPRESSLY SET FORTH HEREIN, CONSULTANT EXPRESSLY DISCLAIMS ANY AND ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, ERROR-FREE OPERATION, PERFORMANCE, ACCURACY, OR NON-INFRINGEMENT. IN NO EVENT SHALL CONSULTANT OR MUNICIPALITY BE LIABLE TO ONE ANOTHER FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, RELIANCE, EXEMPLARY, OR SPECIAL DAMAGES INCLUDING WITHOUT LIMITATION, DAMAGES FOR LOST PROFITS, LOST REVENUES, LOST DATA OR OTHER INFORMATION, OR LOST BUSINESS OPPORTUNITY, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, INDEMNITY, NEGLIGENCE, WARRANTY, STRICT LIABILITY, OR TORT, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND NOTWITHSTANDING THE FAILURE OF ESSENTIAL PURPOSE OF ANY REMAINING REMEDY OTHER THAN WITH RESPECT TO PAYMENT OF OBLIGATIONS FOR SERVICES. EXCEPT WITH RESPECT TO PAYMENT OBLIGATIONS, IN NO EVENT SHALL THE LIABILITY OF MUNICIPALITY OR CONSULTANT UNDER THIS AGREEMENT FROM ANY CAUSE OF ACTION WHATSOEVER (REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT OR UNDER ANY OTHER LEGAL THEORY, AND WHETHER ARISING BY NEGLIGENCE, INTENTIONAL CONDUCT, OR OTHERWISE) EXCEED THE GREATER OF THE AMOUNT OF FEES PAID TO CONSULTANT PURSUANT TO THIS AGREEMENT OR THE AVAILABLE LIMITS OF CONSULTANTS INSURANCE REQUIRED PURSUANT TO SECTION 14, BELOW (SUCH LIMITS DEFINE MUNICIPAL MAXIMUM LIABILITY TO THE SAME EXTENT AS IF MUNICIPALITY HAD BEEN OBLIGATED TO PURCHASE THE POLICIES).

14. INSURANCE

A. Consultant shall procure and maintain and shall cause any subcontractor of Consultant to procure and maintain, the minimum insurance coverages listed below throughout the term of this Agreement. Such coverages shall be procured and maintained with forms and insurers acceptable to Municipality. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.

B. Worker's compensation insurance to cover obligations imposed by applicable law for any employee engaged in the performance of work under this Agreement, and Employer's Liability insurance with minimum limits of one million dollars ($1,000,000) bodily injury each accident, one million dollars ($1,000,000) bodily injury by disease – policy limit, and one million dollars ($1,000,000) bodily injury by disease – each employee. Worker's compensation coverage in "monopolistic" states is administered by the individual state, and coverage is not provided by

private insurers. Individual states operate a state administered fund of workers compensation insurance which set coverage limits and rates. Monopolistic states: Ohio, North Dakota, Washington, Wyoming.

C. Commercial general liability insurance with minimum combined single limits of one million dollars ($1,000,000) each occurrence and two million dollars ($2,000,000) general aggregate. The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage, personal injury (including coverage for contractual and employee acts), blanket contractual, independent Consultant's, and products. The policy shall contain a severability of interest provision and shall be endorsed to include Municipality and Municipality's officers, employees, and consultants as additional insureds.
D. Professional liability insurance with minimum limits of one million dollars ($1,000,000) each claim and two million dollars ($2,000,000) general aggregate.
E. Automobile Liability: If performance of this Agreement requires use of motor vehicles licensed for highway use, Automobile Liability Coverage is required that shall cover all owned, non-owned, and hired automobiles with a limit of not less than $1,000,000 combined single limit each accident.
F. Municipality shall be named as an additional insured on Consultant's insurance coverage.
G. Prior to commencement of Services, Consultant shall submit certificates of insurance acceptable to Municipality.

15. THIRD PARTY RELIANCE

This Agreement is intended for the mutual benefit of Parties hereto and no third-party rights are intended or implied.

16. OWNERSHIP OF DOCUMENTS

Except as expressly provided in this Agreement, Municipality shall retain ownership of all Materials and Consultant shall retain ownership of all pre-existing Consultant intellectual property, including improvements thereto all work product and deliverables created by Consultant pursuant to this Agreement. The Materials, work product and deliverables shall be used by Consultant solely as provided in this Agreement and for no other purposes without the express prior written consent of Municipality. Subject to the preceding, as between Municipality and Consultant, all deliverables from the performance of the Services (Deliverables) shall become the exclusive property of Municipality when Consultant has been compensated for the same as set forth herein, and Municipality shall thereafter retain sole and exclusive rights to receive and use such materials in such manner and for such purposes as determined by it. Notwithstanding any provision of this Agreement to the contrary, Consultant shall have no liability, including under Section 13, with respect to (i) the use by Municipality of unfinished or draft Deliverables or (ii) the use of Deliverables for any project other than that for which they were prepared or (iii) the use of Deliverables after a change in applicable codes or law. Notwithstanding the preceding, Consultant may use the Materials, work product, deliverables, applications, records, documents and other materials provided to perform the Services or resulting from the Services, for purposes of (i) training, (ii) benchmarking of Municipality's and other client's performance relative to that of other groups of customers served by Consultant; and (ii) improvement, development marketing and sales of existing and future Consultant services, tools and products. For the avoidance of doubt, Municipality Data will be provided to third parties, other than hosting providers, development consultants and other third parties providing services for Consultant, only on an anonymized basis and only as part of a larger body of anonymized data. If this Agreement expires or is terminated for any reason, all records, documents, notes, data and other materials maintained or stored in Consultant's secure proprietary software pertaining to Municipality will be exported into a CSV file and become property of Municipality. Notwithstanding the

preceding, Consultant shall own all rights and title to any Consultant provided software and any improvements or derivative works thereof.

17. CONSULTANT ACCESS TO RECORDS

Parties acknowledge that Consultant requires access to Records in order for Consultant to perform its obligations under this Agreement. Accordingly, Municipality will either provide to Consultant on a daily basis such data from the Records as Consultant may reasonably request (in an agreed electronic format) or grant Consultant access to its Records and Record management systems so that Consultant may download such data. Data provided to or downloaded by Consultant pursuant to this Section shall be used by Consultant solely in accordance with the terms of this Agreement.

18. CONFIDENTIALITY

Consultant shall not disclose, directly or indirectly, any confidential information or trade secrets of Municipality without the prior written consent of Municipality or pursuant to a lawful court order directing such disclosure.

19. CONSULTANT PERSONNEL

Consultant shall employ a sufficient number of experienced and knowledgeable employees to perform Services in a timely, polite, courteous and prompt manner. Consultant shall determine appropriate staffing levels and shall promptly inform Municipality of any reasonably anticipated or known employment-related actions which may affect the performance of Services. Additional staffing resources shall be made available to Municipality when assigned employee(s) is unavailable.

20. DISCRIMINATION & ADA COMPLIANCE

Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, disability, national origin or any other category protected by applicable federal or state law. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notice to be provided by an agency of the federal government, setting forth the provisions of Equal Opportunity laws. Consultant shall comply with the appropriate provisions of the Americans with Disabilities Act (the "ADA"), as enacted and as from time to time amended, and any other applicable federal regulations. A signed certificate confirming compliance with the ADA may be requested by Municipality at any time during the term of this Agreement.

21. E-VERIFY/VERIFICATION OF EMPLOYMENT STATUS

Pursuant to FS 448.095, Consultant certifies that it is registered with and uses the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by Consultant during the term of the Agreement. Consultant shall not knowingly employ or contract with an illegal alien to perform work under this Agreement and will verify immigration status to confirm employment eligibility. If Consultant enters into a contract with a subcontractor to perform work or provide services pursuant to the Agreement, Consultant shall likewise require the subcontractor to comply with the requirements of FS 448.095, and the subcontractor shall provide to Consultant an affidavit stating that the subcontractor does not employ, contract with or subcontract with an unauthorized alien. Consultant will maintain a copy of such affidavit for the duration of its contract with owner. Consultant is prohibited from using the E-Verify program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed.

22. SOLICITATION/HIRING OF CONSULTANT'S EMPLOYEES

During the term of this Agreement and for one year thereafter, Municipality shall not solicit, recruit or hire, or attempt to solicit, recruit or hire, any employee or former employee of Consultant who provided services to Municipality pursuant to this Agreement ("Service Providers"), or who interacted with Municipality in connection with the provision of such services (including but not limited to supervisors or managers of Service Providers, customer relations personnel, accounting personnel, and other support personnel of Consultant). Parties agree that this provision is reasonable and necessary in order to preserve and protect Consultant's trade secrets and other confidential information, its investment in the training of its employees, the stability of its workforce, and its ability to provide competitive building department programs in this market. If any provision of this section is found by a court or arbitrator to be overly broad, unreasonable in scope or otherwise unenforceable, Parties agree that such court or arbitrator shall modify such provision to the minimum extent necessary to render this section enforceable. In the event that Municipality hires any such employee during the specified period, Municipality shall pay to Consultant a placement fee equal to 100% of the employee's annual salary including bonus and training certification.

23. NOTICES

Any notice under this Agreement shall be in writing and shall be deemed sufficient when presented in person, or sent, pre-paid, first-class United States Mail, or delivered by electronic mail to the following addresses:

If to Municipality:
City Manager
City of Port Lavaca, Texas
202 North Virginia Street
Port Lavaca, TX 77979
Email: dsmith@portlavaca.gov

If to Consultant:
Joe DeRosa, CRO
SAFEbuilt, LLC
444 North Cleveland, Suite 444
Loveland, CO 80537
Email: jderosa@safebuilt.com

24. FORCE MAJEURE

Any delay or nonperformance of any provision of this Agreement by either Party (with the exception of payment obligations) which is caused by events beyond the reasonable control of such party, shall not constitute a breach of this Agreement, and the time for performance of such provision, if any, shall be deemed to be extended for a period equal to the duration of the conditions preventing such performance.

25. DISPUTE RESOLUTION

In the event a dispute arises out of or relates to this Agreement, or the breach thereof, and if said dispute cannot be settled through negotiation, Parties agree first to try in good faith to settle the dispute by mediation, before resorting to litigation, or some other dispute resolution procedure. The cost thereof shall be borne equally by each Party.

26. ATTORNEY'S FEES

In the event of dispute resolution or litigation to enforce any of the terms herein, each Party shall pay all its own costs and attorney's fees.

27. AUTHORITY TO EXECUTE

The person or persons executing this Agreement represent and warrant that they are fully authorized to sign and so execute this Agreement and to bind their respective entities to the performance of its obligations hereunder.

28. CONFLICT OF INTEREST

Consultant shall refrain from providing services to other persons, firms, or entities that would create a conflict of interest for Consultant with regard to providing the Services pursuant to this Agreement. Consultant shall not offer or provide anything of benefit to any Municipal official or employee that would place the official or employee in a position of violating the public trust as provided under Municipality's charter and code of ordinances, state or federal statute, case law or ethical principles.

29. GOVERNMENT CODE/PROHIBITION OF BOYCOTT ISRAEL

Consultant verifies that it does not Boycott Israel and agrees that during the term of this Agreement will not Boycott Israel as that term is defined in Texas Government Code Section 808.001/2270.001, as amended. By signing below, the Consultant certifies that it does not boycott Israel and will not boycott Israel during the term of this contract.

30. GOVERNMENT CODE/PROHIBITION OF BOYCOTT FIREARMS AND AMMUNITION INDUSTRIES

Senate Bill 19, Effective September 1, 2021, amended Subtitle F, Title 10 of the Texas Government Code to add Chapter 2274 which prohibits a political subdivision of the State of Texas from entering into a contract with a company that discriminates against the firearms and ammunition industries. By signing below, Consultant certifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association as defined by Chapter 2274 of the Texas Government Code and will not so discriminate during the term of the contract.

31. GOVERNMENT CODE/PROHIBITION OF BOYCOTT ENERGY COMPANIES

Senate Bill 13, effective September 1, 2022, amended Subtitle F, Title 10 of the Texas Government Code to add Section 2274.002 which prohibits a political subdivision of the State of Texas from entering into a contract with a company that discriminates against energy companies. By signing below, the Consultant certifies that it does not boycott energy companies and will not boycott energy companies during the term of this contract.

32. GOVERNING LAW AND VENUE

The negotiation and interpretation of this Agreement shall be construed under and governed by the laws of the State of Texas, without regards to its choice of law's provisions. Exclusive venue for any action under this Agreement, other than an action solely for equitable relief, shall be in the state serving the Municipality and each party waives any and all jurisdictional and other objections to such exclusive venue.

33. COUNTERPARTS

This Agreement and any amendments or task orders may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. For purposes of executing this Agreement, scanned signatures shall be as valid as the original.

34. ELECTRONIC REPRESENTATIONS AND RECORDS

Parties hereby agree to regard electronic representations of original signatures as legally sufficient for executing this Agreement and scanned signatures emailed by PDF or otherwise shall be as valid as the original. Parties agree not to deny the legal effect or enforceability of the Agreement solely because it is in electronic form or because an electronic record was used in its formation. Parties agree not to object to the admissibility of the Agreement in the form of an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the ground that it is an electronic record or electronic signature or that it is not in its original form or is not an original.

35. WAIVER

Failure to enforce any provision of this Agreement shall not be deemed a waiver of that provision. Waiver of any right or power arising out of this Agreement shall not be deemed waiver of any other right or power.

36. ENTIRE AGREEMENT

This Agreement, along with attached exhibits, constitutes the complete, entire and final agreement of the Parties hereto with respect to the subject matter hereof, and shall supersede any and all previous agreements, communications, representations, whether oral or written, with respect to the subject matter hereof. Invalidation of any of the provisions of this Agreement or any paragraph sentence, clause, phrase, or word herein or the application thereof in any given circumstance shall not affect the validity of any other provision of this Agreement.

IN WITNESS HEREOF, the undersigned have caused this Agreement to be executed in their respective names on the dates hereinafter enumerated.

SAFEbuilt Texas, LLC	City of Port Lavaca, Texas
Signature:_____	Signature: _____
Name:Matthew K. Causley	Name: _____
Title:Chief Operating Officer	Title: _____
Date: September 17, 2026	Date: _____

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EXHIBIT A – LIST OF SERVICES

1. **FEE SCHEDULE**
   1.1 Beginning 24 months after the execution of this Agreement, and annually thereafter, the flat rates and lump sum rates listed shall be increased by 4.5% or based upon the annual increase in the Department of Labor, Bureau of Labor Statistics or successor thereof, Consumer Price Index (United States City Average, All Items (CPI-U), Not Seasonally adjusted, All Urban Consumers, referred to herein as the "CPI") for the Municipality or, if not reported for the Municipality the CPI for cities of a similar size within the applicable region from the previous calendar year, such increase, however, not to exceed 4.5% per annum. The increase will become effective upon publication of the applicable CPI data. If the index decreases, the rates listed shall remain unchanged.
   1.2 Consultant fees for Services provided pursuant to this Agreement are on an ***as-requested basis by the Municipality*** and will be as shown above.
2. **CODE REFERENCE**
   1.1 Plan Review and Inspection of commercial and residential construction to verify compliance with the Municipality's locally adopted codes and amendments to those locally adopted codes and the International Code Council (ICC) series of I-Codes including the International Building Code, International Residential Code and all other ICC series of I-Codes adopted by the Municipality, and the current edition of the National Electrical Code (or later versions as adopted by the Municipality), as published by the National Fire Protection Association.
3. **PLAN REVIEW – RESIDENTIAL / FIRE / COMMERCIAL**
   1.1 Plan Review for residential projects shall be performed within five (5) business days of notification by the Municipality, while fire and commercial projects shall be performed within ten (10) business days of notification by the Municipality. All reasonable efforts shall be made by the Consultant to perform plan reviews when, at the request of the Municipality, there is a need for immediate services.
   1.2 Plan Review services are invoiced 100% of the listed fee at the time of plan review completion.
4. **INSPECTIONS – RESIDENTIAL / COMMERCIAL / FIRE / HEALTH**
   1.1 Inspections requested by Municipality before 4 pm shall be performed on the next business day by Consultant. All reasonable efforts shall be made by Consultant to perform inspections when, at the request of Municipality, there is a need for immediate services. Such inspections shall be performed at no additional cost to the Municipality.
   1.2 Residential and Commercial Inspection services will be billed either a lump sum, as shown above, or per trip. Per-trip fees will be billed as inspections are requested. ***A trip is defined as all inspections being done at a single address during that timeframe. For example, if plumbing rough, electrical rough, and mechanical rough are called for at a single address on the same day, it will be billed as a single trip.***
   1.3 Inspection Services, when less than $50,000, will be invoiced 100% at the completion of the first inspection performed for that service. Inspection Services above $50,000 will be invoiced on a percentage basis, evenly spread across the duration of the construction schedule.

5. **HOURLY RATES – PERSONNEL SPECIFIC SERVICES**
   1.1 Consultant will provide Municipality with qualified Building Department Service or Civil Engineer Professional(s) to perform duties as requested.
   1.2 Assist the Building Department in implementing procedures to make the building department more effective, advise and assist with engineering reviews, zoning ordinance review and edits, project management, code adoption or other services as requested. Consultant staff shall make a diligent effort to recommend and implement agreed-upon improvements.

1.3 Municipality, from time to time, may request building code interpretation or explanation from the Consultant based on their expertise in this field. Even when the Consultant is performing Building Official responsibilities for the Municipality, the final interpretive authority rests with the Municipality.

1.4 Consultant's Code Enforcement services typically include investigations into a reported issue, attendance at council meetings for specific discussion, attendance at meetings to discuss known issues coming before the municipality, attendance for representation of issues going before the municipal court, and assistance in code writing for issue prevention or enforcement process. Even when Consultant is performing duties as the Code Enforcement Officer for the Municipality, the final interpretive authority rests with the Municipality. For this service all time worked, whether in the field performing inspections, in the office completing paperwork, or any other time spent related to the Code Enforcement service, will be billed on an hourly basis per fee schedule above.

1.5 When the Consultant's Code Enforcement service is specific to inspections of a Sub-Standard Building, the Consultant may include a Building Official as part of the Code Enforcement Service team. Estimated hours of involvement for this second team member can be discussed with the Municipality prior to the start of the requested substandard building inspection. The service performed by the Building Official in support of a substandard building inspection will be billed on an hourly basis per the fee schedule above.

1.6 Floodplain Review Services includes assisting with the Municipality's floodplain oversight program. Typically, this service includes a review of the elevation certificate, assistance with floodplain documentation required prior to the Certificate of Occupancy, and an assessment of the Municipality's current floodplain review practices and ordinance. For this service, all time worked is billed hourly per the fee schedule above.

1.7 Fire Marshal and Sanitarian (Health) Services beyond those specific tasks defined in the table above are performed at an hourly rate with a 1-hour minimum charge.

1.8 The technology fee supports all permitting activities processed through municipal permitting software platforms other than Community Core. These fees shall be dynamically scaled based directly on total permit volume and transaction activity.

1.9 Hourly Rate services will be invoiced at the end of each month based on the hours worked that month. Hourly Rates do not include mileage or travel to perform these services.

1.10 Hourly services shall be performed and provided only on an ***as-requested basis by the Municipality*** for a fee as detailed above.

Residential Fees | *(split package pricing – Plan Review & Building Inspections)*

Single Family Plan Review Services	**Fee***
New Homes, Additions, Accessory Dwelling Units	$195 per plan review
Remodel, Accessory Structures (not habitable)	$165 per plan review
Accessory Permits (Irrigation, Pools, Generators, Sidewalks or Driveways, Fences)	$145 per plan review
Other permit types not outlined	$100 per plan review
OSSF (on-site sewer facility)	$125 per plan review
Zoning Review (New, Remodel, or Accessory – as requested by city)	$75 per plan review

* Fee is for initial submittal + 2 re-submittals. Additional reviews after three (3) will be billed at $150/hour.

CITY OF PORT LAVACA

Single Family Inspection Services	**Fee**
New Home (0 – 1,500 sq. ft.) (package pricing – all inspections, includes re-inspections)	$590 package
New Home (1,500 – 10,000 sq. ft.) (package pricing – all inspections, includes re-inspections)	$590 for first 1,500 S.F. **+** $0.35 for each addt'l S.F.
New Home (Over 10,000 sq. ft.) (package pricing – all inspections, includes re-inspections)	$3,565 for first 10,000 S.F. **+** $0.20 for each addt'l S.F.
Additions or Accessory Dwelling (habitable)	$590 package
Remodel or Auxiliary Structures (package pricing) (***with*** Electrical, Plumbing and/or Mechanical systems)	$540 package
Remodel or Auxiliary Structures (package pricing) (***without*** Electrical, Plumbing and/or Mechanical systems)	$210 package
Accessory Permits (Irrigation, Pools, Generators, Sidewalks or Driveways, Fences)	$140 package
OSSF (on-site sewer facility) (package pricing)	$250 package
Single Trade Inspections (per trip) (Building, Mechanical, Plumbing, Fuel Gas, Etc.)	$70 *per trip*

Single Family Hourly Services	**Fee**
Permit Technician (Remote)	$75 per hour
Building Official (Remote)	$125 per hour
Building Official (In-Person)	$150 per hour (3-hr min. + travel)
City Planner (Remote)	$125 per hour
City Planner (In-Person)	$150 per hour (3-hr min. + Travel)
Senior Planner (Remote)	$150 per hour
Senior Planner (In-Person)	$175 per hour (3-hr min. + Travel)

Commercial Fees

Commercial & Multi Family Plan Review (fee based on valuation)	**Fee***
$1 to $100,000 project valuation	$225
$100,001 to $500,000	$225 for 1st $100,000 + $2.29 each addt'l $1,000
$500,001 to $1,000,000	$1,141 for 1st $500,000 + $1.75 each addt'l $1,000
$1,000,001 to $5,000,000	$2,016 for 1st $1,000,000 + $1.20 each addt'l $1,000
$5,000,001 and up	$6,816 for 1st $5,000,000 + $1.10 each addt'l $1,000
Zoning Review (as requested by municipality)	$150 per hour

* Fee is for initial submittal + 2 re-submittals. Additional reviews after three (3) will be billed at $150/hour.

Commercial & Multi Family Inspection (package fee – based on valuation)	**Fee**
$1 to $100,000	$340
$100,001 to $500,000	$340 for 1st $100,000 plus $3.59 each addt'l $1,000
$500,001 to $1,000,000	$1,776 for 1st $500,000 plus $2.62 each addt'l $1,000

$1,000,001 to $5,000,000	$3,086 for 1st $1,000,000 plus $1.98 each addt'l $1,000
$5,000,001 and up	$11,006 for 1st $5,000,000 plus $1.65 each addt'l $1,000
Single Trade Inspections or projects not listed (BMEP, Fuel Gas, Etc.)	$90 *per trip*

Commercial & Multi Family – Hourly Services	**Fee**
Permit Technician (Remote)	$75 per hour
Building Official (Remote)	$125 per hour
Building Official (In-Person)	$150 per hour (3-hr min. + travel)
City Planner (Remote)	$125 per hour
City Planner (In-Person)	$150 per hour (3-hr min. + Travel)
Senior Planner (Remote)	$150 per hour
Senior Planner (In-Person)	$175 per hour (3-hr min. + Travel)

Fire Protection Fees

Fire Protection Plan Review – Life Safety (package pricing)	**Fee***
Fire/Life Safety Review – Pre-Construction	$175
Underground Fire Code Plan Review	$275

Fire Protection Plan Review Alarms/Sprinklers (fee based on 'System' valuation)	**Fee***
$1 to $6,250	$190
$6,251 to $250,000	$230
$250,001 to $500,000	$310
$500,001 to $1,000,000	$440
$1,000,001 to $3,000,000	$620
$3,000,001 and up	$1,940 for 1st $3 Million + $0.10 each add'l $1,000

* Fee is for initial submittal + 2 re-submittals. Additional reviews after three (3) will be billed at an hourly rate of $150/hour.

Fire Protection Inspections Alarms/Sprinklers (fee based on 'System' valuation)	**Fee**
$1 to $6,250	$285
$6,251 to $250,000	$345
$250,001 to $500,000	$465
$500,001 to $1,000,000	$660
$1,000,001 to $3,000,000	$930
$3,000,001 and up	$2,910 for 1st $3 Million + $0.15 each add'l $1,000

Fire Protection Inspections – Miscellaneous (fee is per trip – this includes re-inspections)	**Fee**
Underground Fire Inspection	$400 per trip
Certificate of Occupancy (New Construction)	$125 per hour (1-hr min. + travel)
Annual – Daycare | Foster Home | Multi-Family | Commercial	$125 per hour (1-hr min. + travel)
Annual – Nursing Home | Assisted Living | Institutional | Education	$125 per hour (2-hr min. + travel)
Fire Protection Hourly Rates	**Fee**
Fire Marshal	$125 per hour (1-hr. min. + travel)

Code Compliance Fees

Code Compliance Services	**Fee**
Code Enforcement Hourly Rate	$105 per hour 4-hour min.
1-Day Weekly • 4-6 Hours onsite • 3-4 hours utilized for case updates and paperwork, emails, phone calls and community correspondence regarding active cases or complaints.	$3,640 per mon.
Addition Days • 4-6 Hours onsite • 3-4 hours utilized for case updates and paperwork, emails, phone calls and community correspondence regarding active cases or complaints.	$840 per day
Building Official – Substandard or Unsafe Structure Cases	$150 per hour (2-hr min + travel)

Technology Fees

Working in City Permit Software	**Fee ****
< 100 permits annually	$25 per permit
101 – 250 permits annually	$15 per permit
251 – 400 permits annually	$10 per permit
401 – unlimited	No charge

** Technology fees are triggered by the first milestone of the permit process. For permits involving plan reviews, the fee is billed upon approval. For inspection-only permits, the fee is billed at the time of the initial inspection.

Professional Services Fees

Plat Review and Civil Review

Application	**Fees**	**Additional Review**
Civil Plan Review	**8-hrs @ $195 = $1,560**	**4-hrs @ $195 = $780**

Pre-Construction Meeting	For new infrastructure, a pre-construction meeting is required. 1-hrs @ $195 = $195		N/A
Preliminary Plat	**1-20 Lots**	**4-hrs @ $180 = $720**	**2-hrs @ $180 = $360**
21-50 Lots	6-hrs @ $180 = $1080		3-hrs @ $180 = $540
50-100 Lots	8-hrs @ $180 = $1440		4-hrs @ $180 = $720
100+ Lots	10hrs@$180=$1800		5-hrs @ $180 = $900
Final Plat	**1-20 Lots**	**4-hrs.@$180=$720**	**2-hrs @ $180 = $360**
21-50 Lots	6-hrs @ $180 = $1080		3-hrs @ $180 = $540
50-100 Lots	8-hrs @ $180 = $1440		4-hrs @ $180 = $720
100+	10-hrs @ $180 = $1800		5-hrs @ $180 = $900

Civil Engineering Services (hourly rates)	**Fee*** **
Clerical / Administrative	$85 per hour
CADD Specialist	$110 per hour
Junior Level Civil Engineer (EIT)	$140 per hour
Mid-Level Civil Engineer (PE) and/or Floodplain Review Services (CFM)	$175 per hour
Senior Level Civil Engineer (PE)	$245 per hour
Project Manager	$235 per hour
Principal	$290 per hour

*** *The hourly rates provided above outline the available staff resources and their associated billing rates. SAFEbuilt welcomes the opportunity to review specific projects and provide a "Not to Exceed" fee, ensuring alignment on scope and cost expectations prior to initiating services.*

Miscellaneous Civil Reviews

Application	**Fees**	**Additional Review**
Fire Hydrant Systems	4-hrs @ $195 = $780	2-hrs.@$195=$390
Inspection of Road	$195/hour + mileage	$195/hour + mileage
Manufactured Home Rental Community	$195/hour + mileage	$195/hour + mileage

RV Park	$195/hour + mileage	$195/hour + mileage
Junk Yard	$195/hour + mileage	$195/hour + mileage
In Person Consultation with Engineer	These meetings are requested by the Developers Engineer and outside the normal scope of review. $195/hr + mileage	N/A
Variance Request/ Virtual	These meetings are for Variance requests and Zoom/Phone Consults. $195/hr + mileage	N/A

EXHIBIT B – MUNICIPAL SPECIFIED OR SAFEBUILT PROVIDED SOFTWARE

1. Consultant shall provide Services pursuant to this Agreement using hardware and Consultant's standard software package, unless otherwise provided below. Use of Consultant's software shall be subject to the applicable terms of service, privacy and other policies published by Consultant with respect to that software, as those policies may be amended from time to time. In the event that Municipality requires that Consultant utilize hardware and/or software specified by and provided by Municipality, Consultant shall use reasonable commercial efforts to comply with Municipal requirements.

2. Municipality, at its sole expense, shall provide such technical support, equipment or other facilities as Consultant may reasonably request to permit Consultant to comply with Municipal requirements. Municipality will provide the following information to Consultant.
   - ✓ Municipal technology point of contact information including name, title, email and phone number
   - ✓ List of technology services, devices and software that the Municipality will provide may include:
     - Client network access
     - Internet access
     - Proprietary or commercial software and access
     - Computer workstations/laptops
     - Mobile devices
     - Printers/printing services
     - Data access
     - List of reports and outputs

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COMMUNICATION

SUBJECT: Consider the Planning Board's recommendation to deny a request for a variance to Chapter 26, Manufactured Housing and Recreational Vehicles, of the City of Port Lavaca Code of Ordinances to allow a manufactured home to be placed on a residential lot located outside of a manufactured housing park. The property is described as Port Lavaca Original Townsite, Block 20, Lots 4, 5, and 6, located at 503 S. Colorado Street. Presenter is Derrick Smith

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INFORMATION:

CITY OF PORT LAVACA

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

DATE: 09.28.2026

TO: THE HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: DERRICK SMITH, DEVELOPMENT SERVICES DIRECTOR

SUBJECT: To consider a request Variance to Ordinance Chapter 26- Manufactured Housing and Recreational Vehicles for a manufactured home to be placed on a residential lot that is not in a manufactured housing park. The property is described as Port Lavaca Original Townsite, Block 20, Lot 4,5,6 (503 S. Colorado St.).

Chapter 26-4 – HUD-Code Manufactured housing

In accordance with Chapter 26.2(c) of City of Port Lavaca Code of Ordinances, HUD-Code manufactured housing shall be installed only in a manufactured housing park, manufactured housing subdivisions or other property approved by the building official as described in the remainder of this subsection. A HUD-Code manufactured home will be permitted to be installed on any lot on which a manufactured home was situated in the past 180 days.

Caleb and Layn Barnett are requesting placement of a 2027 manufactured home at 503 S. Colorado St.

Staff Recommendation: Denial
The request does not comply with the adopted ordinances

Planning Board Recommendation: Denial
The request does not comply with the adopted ordinances

Attachments:

- Application request and letter
- Future Land Use Map
- CAD details

City of Port Lavaca

Request for Variance

Planning Board Review

Date: 08/19/2026

Time: 6:00 PM

Location: 202 N Virginia St. Port Lavaca, TX 77979

Date: August 5, 2026

Applicant Name: Caleb Barnett & Kalyn Barnett

Property ID or Address for variance: 503 S. Colorado St.

Variance being requested: Manufactured Home Variance Request

Reason for request:

Placement of a manufactured home in the City of Port Lavaca on the original townsite block 20 currently known as 503 S. Colorado St. (Please see attached documentation for required specs and model information.)

Signature: K. Barnett

Phone 361-446-3470

To: Port Lavaca Planning Board Committee & City of Port Lavaca

From: Dionicio & Joyce Aguilar

Subject: Request for Variance Application - Aguilar Property 503 S. Colorado, Port Lavaca, Texas, Original Townsite Block 20, Lots 4, 5, 6

Date: August 5, 2026

Dear Planning Board Committee,

My name is Joyce Aguilar, and my husband is Dionicio Aguilar. We are both long-time Port Lavaca residents and live at 503 S. Colorado Street in Port Lavaca. We are respectfully submitting a Manufactured Home Variance Request application for your consideration and approval to allow the placement of a manufactured home on our property site. We understand that there are city requirements for submitting a request for a variance. We believe we have all the necessary paperwork for the application but we can provide additional information should you request something further.

My husband and I have been proud long-time residents of Port Lavaca for over 55 years. Our home is located on 3 lots. Our request is that you allow us to put a manufactured home on one of our lots where our daughter and son-in-law will reside until they save enough to purchase land, sell the manufactured home, and build their forever home. Many years ago, my husband's parents did this for our young family, allowing us to build our lives and roots here. Now, we hope to pass that same blessing and stability down to our daughter and son-in-law. They currently have a home and reside in Victoria, where they will be putting their house on the market soon. We would very much like to be able to provide our daughter and son-in-law with the opportunity to be Port Lavaca residents as well. This move will allow them to do so and be closer to work and family.

Submitted for your review are the specs for a 2027 manufactured home with windstorm requirements, anchoring, fees, and a foundation plan. The proposed manufactured home will be modern, well-maintained, safe, and properly installed to meet all local building, utility, and aesthetic standards. We kindly ask the Board to grant us your approval.

Thank you for your time, consideration, and service to Port Lavaca

Dionicio & Joyce Aguilar

Obtener más información en español

+1 (855) 550-6550

Search Website

The Mercer

★ BEST VALUE

2852H32P01

1,387 Square Feet

Size 52' (L) X 26'-8" (W)

3 Bedrooms

2 Bathrooms

Starting at: $89,900

Delivery is available in Texas, Oklahoma, and New Mexico. Starting prices do not include required delivery and installation. Actual price will be higher. *See below for pricing details and home information.

FIND WHERE THIS MODEL IS ON DISPLAY

EXTERIOR

INTERIOR

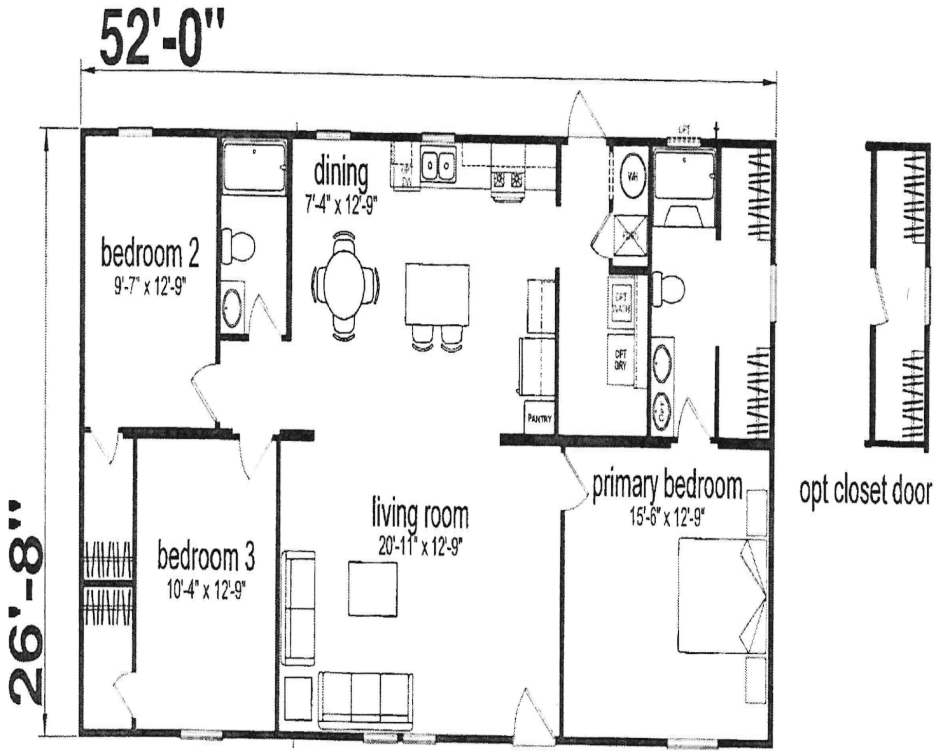


HUD/FHA DRAWING PACKAGE:

SHEET No.	CONTENTS
CS-101	COVER SHEET
LIT-1	LITERATURE PLAN
EV-101	ELEVATIONS
PR-101	PIER FOUNDATION PLAN
AE-101	FLOOR | ELECTRICAL PLAN
SW-Z01	WIND ZONE 1 SHEARWALL CALC
SW-Z02	WIND ZONE 2 SHEARWALL CALC
SW-Z03	WIND ZONE 3 SHEARWALL CALC
D-101	DRAIN LINE PLAN
G-101	GAS LINE PLAN (OPTIONAL)

CHAMPION
HOME BUILDERS

HUD / FHA COVER | COVER SHEET | SHEET: CS-101

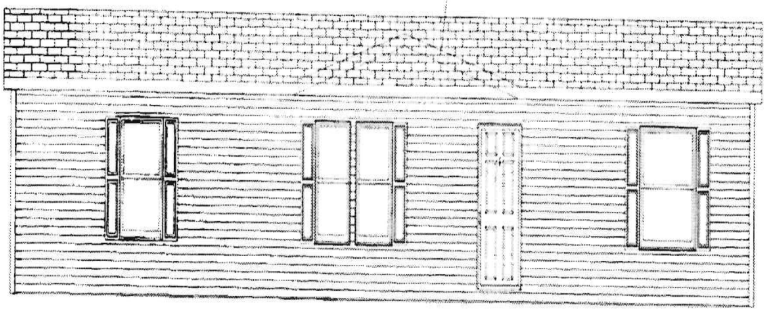


2852H32P01
3 BEDROOM 2 BATH
1397 SQ. FT. - CONDITIONED

04-16-2025
2852H32P01.DWG

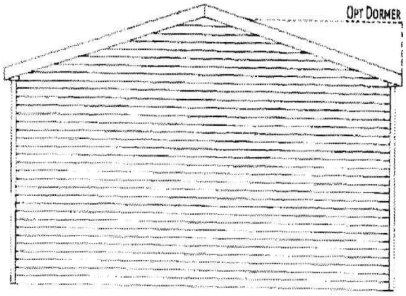
DIMENSIONS IN ( ) ARE FOR 2x6 SIDEWALLS

OPT DORMER



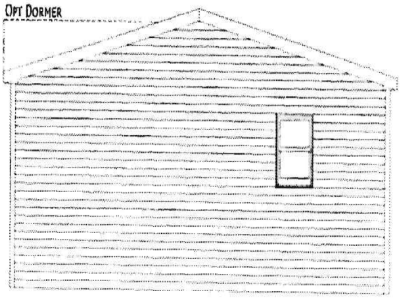
FRONT ELEVATION

OPT DORMER

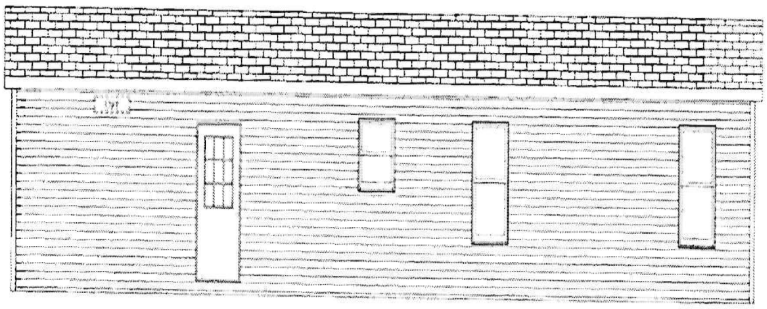


LEFT ELEVATION

OPT DORMER



RIGHT ELEVATION



REAR ELEVATION

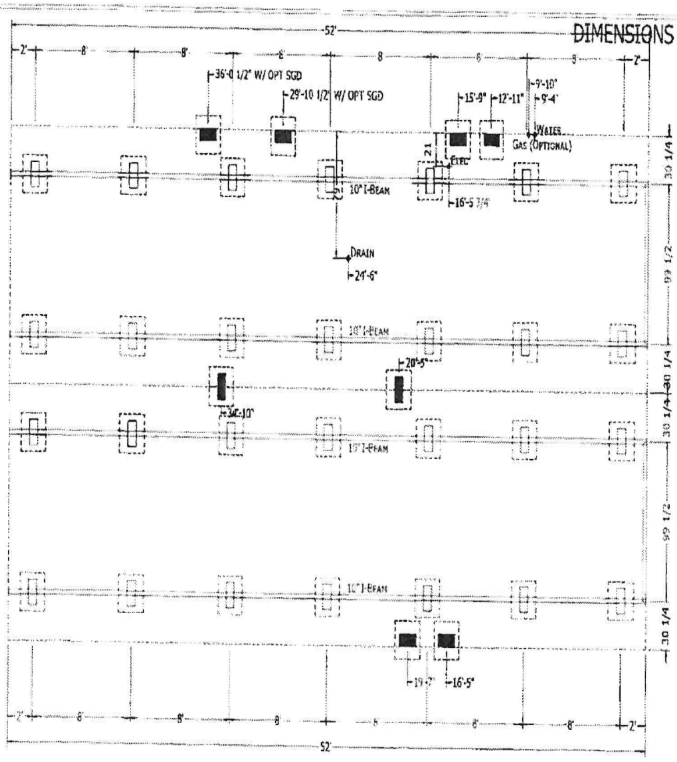
CHAMPION HOME BUILDERS

2852H32P01
52'-0" x 26'-8"
3 BD 2 BT

ELEVATIONS

EV-101

DIMENSIONS IN ( ) ARE FOR 2x6 SIDEWALLS



PLEASE READ AND UNDERSTAND THE FOLLOWING INFORMATION. THE MANUFACTURER DOES NOT DO FOUNDATION INSTALLATION OF HOMES. IT WILL BE THE RESPONSIBILITY OF THE DEALER/SITE CONTRACTOR TO INSURE THAT ALL SITE WORK WILL CORRELATE WITH THE UNIT ORDERED.

NOTICE TO HOME INSTALLERS: MANUFACTURED HOMES WEIGH SEVERAL TONS. DO NOT ATTEMPT TO INSTALL ANY HOME ON SITE WITHOUT HAVING EXPERIENCE, KNOWLEDGE, AND UNDERSTANDING OF ALL INSTALLATION REQUIREMENTS. FAILURE TO MEET THESE REQUIREMENTS MAY RESULT IN SERIOUS INJURY OR DEATH TO AN INEXPERIENCED INSTALLER. INSTALLERS: PLEASE READ AND UNDERSTAND THE SET-UP AND INSTALLATION MANUAL SUPPLIED WITH THE HOME BEFORE ATTEMPTING ANY INSTALLATION OF ANY MANUFACTURED HOME.

= FRAME PIER
SEE INSTALLATION MANUAL FOR LOADS:

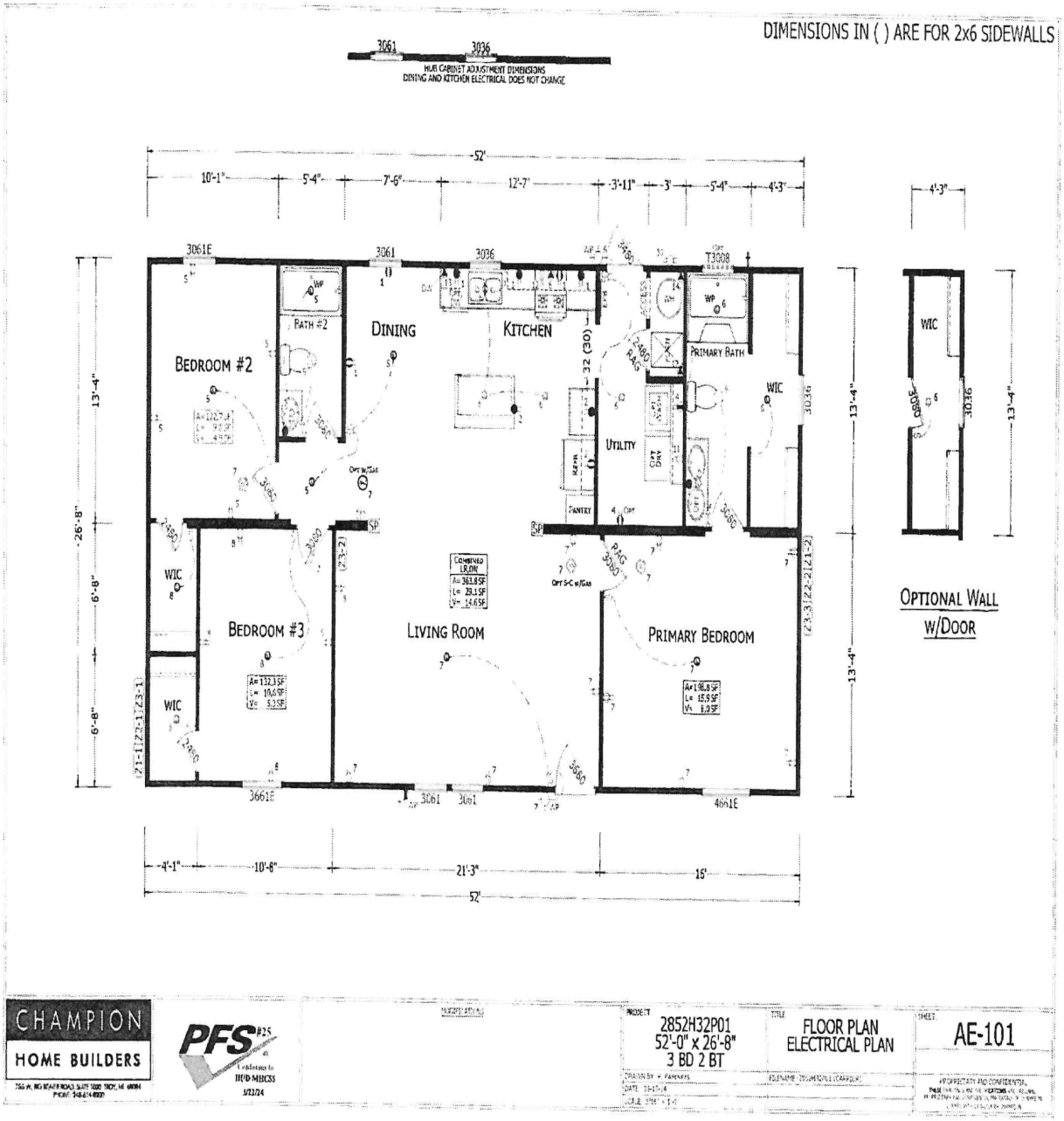
= POINT LOAD PIER
SEE INSTALLATION MANUAL FOR LOADS

1) THE MANUFACTURER ASSUMES NO RESPONSIBILITY FOR ACTUAL FOUNDATION DESIGN AND CONSTRUCTION.
2) ADDITIONAL BLOCKING IS REQUIRED AT EACH SIDE OF EXTERIOR DOORS AND AT EACH SIDE OF SIDEWALL OPENINGS GREATER THAN 4 FEET IN WIDTH (I.E., PATIO DOORS, PICTURE WINDOWS, ETC.).
3) FOR PIER REQUIREMENTS AT ENDWALL SEE FIGURE 8 IN THE INSTALLATION MANUAL.
4) ALL DWV, PLUMBING, GAS SUPPLY, ETC., DIMENSIONS ON PRINT MAY BE + OR - 12".
5) IT WILL BE THE RESPONSIBILITY OF THE SITE CONTRACTOR TO VERIFY THE PROPER LOCATION OF COLUMN SUPPORT BLOCKING AND TO VERIFY THE PROPER MATING LINE GROWTH DIMENSIONS BASED UPON ACTUAL SITE CONDITIONS AND REQUIREMENTS (DOUBLE WIDES ONLY).
6) ALLOW 1/2" AT MATING LINE FOR MATE UP GROWTH.
7) SEE SET-UP AND INSTALLATION MANUAL FOR PERIMETER BLOCKING REQUIREMENTS.
8) FOOTER SIZES ARE DEPENDENT ON MATERIAL USED, SOIL CONDITIONS, AND LOADS GENERATED FROM THE INSTALLATION MANUAL.

PERMANENT FOUNDATIONS: CHECK LOCAL BUILDING CODES AND REGULATIONS AND CONSULT A REGISTERED PROFESSIONAL OR STRUCTURAL ENGINEER WHEN YOU ARE SITING YOUR HOME ON A PERMANENT FOUNDATION (SUCH AS A FULL BASEMENT, CRAWL SPACE, OR LOAD BEARING PERIMETER FOUNDATION)

CHAMPION
HOME BUILDERS
7505 W. BIG BEAVER ROAD, SUITE 1000 TROY, MI 48084
PHONE: 248-614-8200

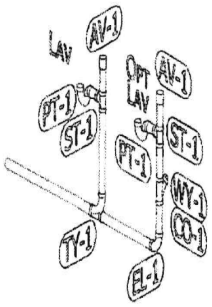
PROJECT: 2852H32P01 52'-0" x 26'-8" 3 BD 2 BT	TITLE: PIER FOUNDATION PLAN	SHEET: PR-101
DRAWN BY: Jon Trinca DATE: 04-24-25 SCALE: 1/32" = 1'-0"	PLOTTING: 2852H32P01 25 FAIR	PROPRIETARY AND CONFIDENTIAL THE DRAWINGS AND SPECIFICATIONS ARE ...


DIMENSIONS IN ( ) ARE FOR 2x6 SIDEWALLS
3061
3036
HUR CABINET ADJUSTMENT DIMENSIONS
DINING AND KITCHEN ELECTRICAL DOES NOT CHANGE
52'
10'-1"
5'-4"
7'-6"
12'-7"
3'-11"
3'
5'-4"
4'-3"
BEDROOM #2
BATH #2
DINING
KITCHEN
PRIMARY BATH
WIC
UTILITY
PANTRY
BEDROOM #3
LIVING ROOM
PRIMARY BEDROOM
WIC
WIC
OPTIONAL WALL
W/DOOR
13'-4"
26'-8"
6'-8"
6'-8"
4'-1"
10'-8"
21'-3"
15'
52'
CHAMPION
HOME BUILDERS
PFS #25
Conforms to
HUD MHCSS
3/12/24
PROJECT
2852H32P01
52'-0" x 26'-8"
3 BD 2 BT
TITLE
FLOOR PLAN
ELECTRICAL PLAN
SHEET
AE-101

NOTES:

1. PIPE SIZES DETERMINED BY FITTINGS ON EACH SIDE.
2. SITE INSTALLED PLUMBING NOTED BY ----------.

DIMENSIONS IN ( ) ARE FOR 2x6 SIDEWALLS



OPT. DOUBLE LAVY

FITTING SCHEDULE		FITTING SCHEDULE		FITTING SCHEDULE	
CALL	NAME	CALL	NAME	CALL	NAME
45-1	1 1/2" 45° ELL	EL-1	1 1/2" LT 90° ELL	TY-1	1 1/2" LTTY
45-2	2" 45° ELL	EL-2	2" LT 90° ELL	TY-3	3" LTTY
45S-1	1 1/2" 45° STREET ELL	EL-3	3" LT 90° ELL	TY-331	3"x3"x1 1/2" LTTY
AV-1	1 1/2" AUTO VENT	PT-1	1 1/2" P-TRAP	TY-332	3"x3"x2" LTTY
CF-43	4"x3" CLOSET FLANGE	RB-31	3"x1 1/2" BUSHING	WY-1	1 1/2" WYE
CO-1	1 1/2" CLEANOUT	RB-32	3"x2" BUSHING		
CY-1	1 1/2" CONDENSATE WYE	ST-1	1 1/2" TEE		
DE-3	3" DOUBLE ELL	ST-211	2"x1 1/2"x1 1/2" TEE		

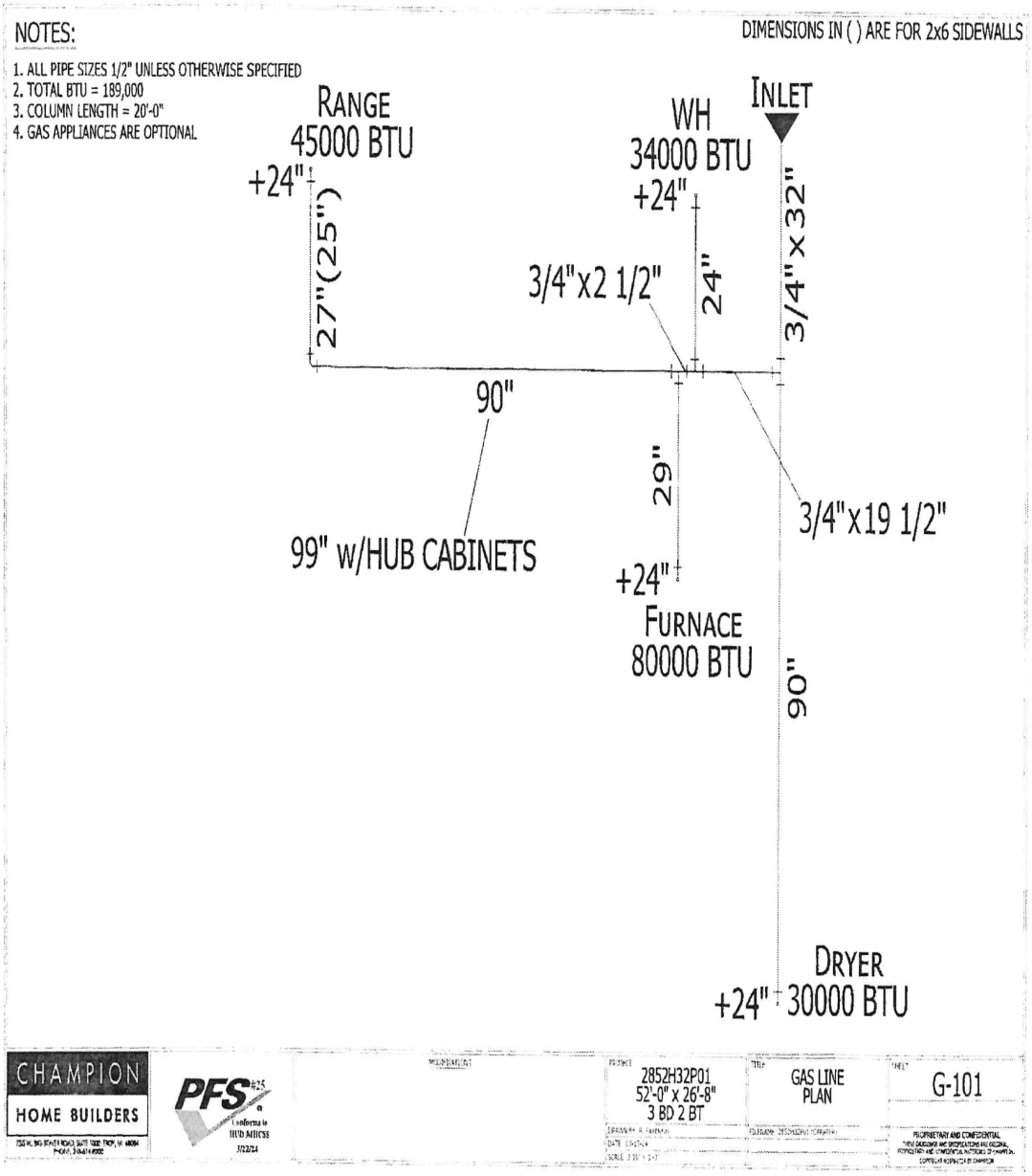
CHAMPION HOME BUILDERS

PFS #25 conforms to HUD MHCSS 3/22/24

PROJECT: 2852H32P01 52'-0" x 26'-8" 3 BD 2 BT

TITLE: DRAIN LINE PLAN

SHEET: D-101


NOTES:
1. ALL PIPE SIZES 1/2" UNLESS OTHERWISE SPECIFIED
2. TOTAL BTU = 189,000
3. COLUMN LENGTH = 20'-0"
4. GAS APPLIANCES ARE OPTIONAL
DIMENSIONS IN ( ) ARE FOR 2x6 SIDEWALLS
RANGE
45000 BTU
+24"
27"(25")
WH
34000 BTU
+24"
INLET
3/4"x32"
24"
3/4"x2 1/2"
90"
29"
3/4"x19 1/2"
99" w/HUB CABINETS
+24"
FURNACE
80000 BTU
90"
DRYER
+24"
30000 BTU
CHAMPION
HOME BUILDERS
PFS
2852H32P01
52'-0" x 26'-8"
3 BD 2 BT
GAS LINE
PLAN
G-101
PROPRIETARY AND CONFIDENTIAL

DIMENSIONS IN ( ) ARE FOR 2x6 SIDEWALLS

Overall Check	PASS
Wind Zone	II
Wind Load	39 PSF
Module Width	160 In.
Number of Boxes	2
Wall Height	96 In.
Roof Pitch	4.36 :12
Angle	20 °
Roof Overhang	12 In.
Floor Joist Spacing	19.2 In. O.C.
Rim Joist Plies	1
Frame Spacing	99.5 In.
Beam Depth	10 In.
Open Porch	0 Ft.
Home Length	52 Ft.

Diaphragm Construction

Diaphragm Type	Wood Roof
Foam Brand	N/A
Minimum Width	In.
Max PLF	176.3 PLF
Max. End Wall Reaction	4701 LBS
Max. Interior Reaction	9403 LBS
Max. Span	60.17 Ft.

Floor Construction

Floor Joist Size	2x6
Floor Joist Species	SPF
Floor Joist Grade	#2
Decking Glued to Joists	Yes

Fasteners

15GAx1.75

Wall Construction

Bottom Plate Thickness	2x	
Top Plate Thickness	2x	
Wall to Floor Joist	#10	3.5"
Wall to Ceiling Framing	#10	3.5"
Wall to Wall Fastener	#10	3.5"

Ground Tie Chart

Pier Height (In.)	Near Beam Angle (Deg.)	Far Beam Angle (Deg.)	Ground Tie Spacing (Ft.)	Max Spacing (Ft.)
12	39.97		5.33	5'-4"
20	48.81		5.33	5'-4"
28	55.36		5.05	5'-0"
36	60.29	20.09	5.33	5'-4"
44	64.08	23.24	5.33	5'-4"
52	67.05	26.25	5.33	5'-4"
60	69.44	29.1	5.33	5'-4"
68	71.4	31.81	5.33	5'-4"

Left End Wall Shear Wall

Vertical Trib	4 Ft.
King Post Height*	In.
Porch End Wall	--
Dist. To Next SW	52 Ft.
Manual Input	--
Load To Shearwall	4056 LBS

Panel Layout

From Module Edge	4 In.
Panel Length	156 In.
From Module Edge	In.
Panel Length	In.
Shearwall PLF	312 PLF
Shearwall Panel	Gypsum
Gyp. Brand	U.S.G.
Fasteners	Yes
Adhesive	PVA
One Side or Two	2
Max. Shearwall PLF	432 PLF

*Construct per Note 5 on SW01.25.00

Zone-ID	Z2-1
Joist	2
Wall Scr.	8
SC O.C.	39 @ 4"
SF O.C.	45 @ 3.5"
Beam Lag	4

*May be 1 joist per Note 5 C. on SW01.30.04

Result: PASS

Shear Wall 2

Vertical Trib	4 Ft.
King Post Height*	In.
Porch End Wall	--
Dist. To Next SW	Ft.
Manual Input	--
Load To Shearwall	4056 LBS

Panel Layout

From Module Edge	4 In.
Panel Length	156 In.
From Module Edge	In.
Panel Length	In.
Shearwall PLF	312 PLF
Shearwall Panel	Gypsum
Gyp. Brand	U.S.G.
Fasteners	Yes
Adhesive	PVA
One Side or Two	2
Max. Shearwall PLF	432 PLF

*Construct per Note 5 on SW01.25.00

Zone-ID	Z2-2
Joist	2
Wall Scr.	8
SC O.C.	39 @ 4"
SF O.C.	45 @ 3.5"
Beam Lag	4

*May be 1 joist per Note 5 C. on SW01.30.04

Result: PASS

Shear Wall 3

Vertical Trib	4 Ft.
King Post Height*	In.
Porch End Wall	--
Dist. To Next SW	Ft.
Manual Input	--
Load To Shearwall	0 LBS

Panel Layout

From Module Edge	In.
Panel Length	In.
From Module Edge	In.
Panel Length	In.
Shearwall PLF	PLF
Shearwall Panel	
Gyp. Brand	
Fasteners	
Adhesive	
One Side or Two	
Max. Shearwall PLF	PLF

*Construct per SW01.25.01

Zone-ID	
Joist	
Wall Scr.	
SC O.C.	
SF O.C.	
Beam Lag	

Result:

Shear Wall 4

Vertical Trib	4 Ft.
King Post Height*	In.
Porch End Wall	--
Dist. To Next SW	Ft.
Manual Input	--
Load To Shearwall	0 LBS

Panel Layout

From Module Edge	In.
Panel Length	In.
From Module Edge	In.
Panel Length	In.
Shearwall PLF	PLF
Shearwall Panel	
Gyp. Brand	
Fasteners	
Adhesive	
One Side or Two	
Max. Shearwall PLF	PLF

*Construct per SW01.25.01

Zone-ID	
Joist	
Wall Scr.	
SC O.C.	
SF O.C.	
Beam Lag	

Result:

Shear Wall 5

Vertical Trib	4 Ft.
King Post Height*	In.
Porch End Wall	--
Dist. To Next SW	Ft.
Manual Input	--
Load To Shearwall	0 LBS

Panel Layout

From Module Edge	In.
Panel Length	In.
From Module Edge	In.
Panel Length	In.
Shearwall PLF	PLF
Shearwall Panel	
Gyp. Brand	
Fasteners	
Adhesive	
One Side or Two	
Max. Shearwall PLF	PLF

*Construct per SW01.25.01

Zone-ID	
Joist	
Wall Scr.	
SC O.C.	
SF O.C.	
Beam Lag	

Result:

Shear Wall 6

Vertical Trib	4 Ft.
King Post Height*	In.
Porch End Wall	--
Manual Input	--
Load To Shearwall	0 LBS

Panel Layout

From Module Edge	In.
Panel Length	In.
From Module Edge	In.
Panel Length	In.
Shearwall PLF	PLF
Shearwall Panel	
Gyp. Brand	
Fasteners	
Adhesive	
One Side or Two	
Max. Shearwall PLF	PLF

*Construct per SW01.25.01

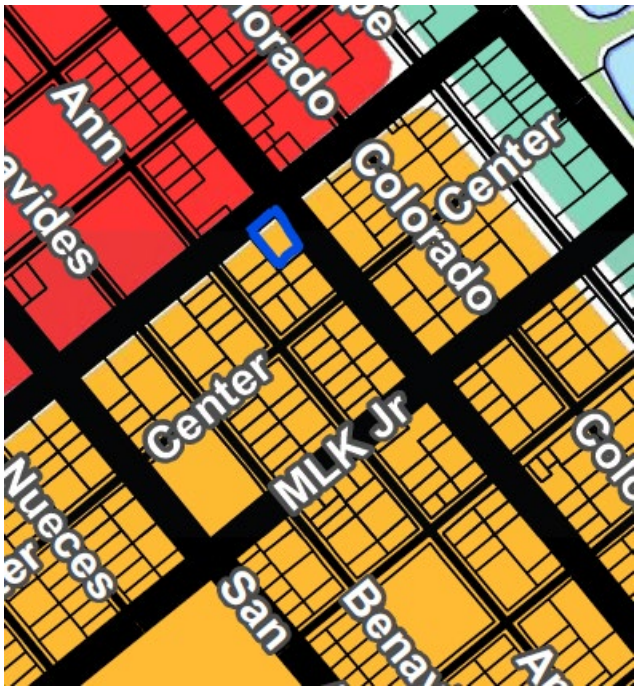
Zone-ID	
Joist	
Wall Scr.	
SC O.C.	
SF O.C.	
Beam Lag	

Result:

CHAMPION HOME BUILDERS

PFS #35 Conforms to HUD MHCSS 5/12/24

Project:	2852H32P01 52'-0" x 26'-8" 3 BD 2 BT	
Title:	Wind Zone II Shearwall Calc	
Sheet:	SW-Z02	



Future Land Use

- Low Density Residential
- Medium Density Residential
- High Density Residential
- Multi-Family
- Manufactured Home Park
- Mixed Use
- Commercial
- Light Industrial
- Industrial
- Parks and Open Space
- Public/Semi-Public



COMMUNICATION

SUBJECT: Consider the Planning Board's recommendation to deny a request for a variance to Chapter 26, Manufactured Housing and Recreational Vehicles, of the City of Port Lavaca Code of Ordinances to allow a manufactured home to be placed on a residential lot located outside of a manufactured housing park. The property is described as Bonorden (Port Lavaca), Block 6, Lot 3, containing 0.2296 acres, located at 1304 Tilley Street. Presenter is Derrick Smith

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INFORMATION:

CITY OF PORT LAVACA

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

DATE: 09.28.2026

TO: THE HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: DERRICK SMITH, DEVELOPMENT SERVICES DIRECTOR

SUBJECT: To consider a request Variance to Ordinance Chapter 26- Manufactured Housing and Recreational Vehicles for a manufactured home to be placed on a residential lot that is not in a manufactured housing park. The property is described as Bonorden (Port Lavaca), Block 6, Lot 3, Acres .2296 (1304 Tilley St.)

Chapter 26-4 – HUD-Code Manufactured housing

In accordance with Chapter 26.2(c) of City of Port Lavaca Code of Ordinances, HUD-Code manufactured housing shall be installed only in a manufactured housing park, manufactured housing subdivisions or other property approved by the building official as described in the remainder of this subsection. A HUD-Code manufactured home will be permitted to be installed on any lot on which a manufactured home was situated in the past 180 days.

Debbie Hamiliton is requesting placement of a 2026 manufactured home at 1304 Tilley St.

Staff Recommendation: Denial
The request does not comply with the adopted ordinances

Planning Board Recommendation: Denial
The request does not comply with the adopted ordinances, and the board was not provided with sufficient proof that denying the request would result in a unique hardship for the property.

Attachments:

- Application request and letter
- Future Land Use Map
- CAD details

City of Port Lavaca

Request for Variance

Planning Board Review

Date: 09/23/2026

Time: 6:00 PM

Location: 202 N Virginia St. Port Lavaca, TX 77979

Date: 8/14/26

Applicant Name: Debbie Renee Hamilton

Property ID or Address for variance: 1304 W. Tilley St. Port Lavaca Tx 77979

19624

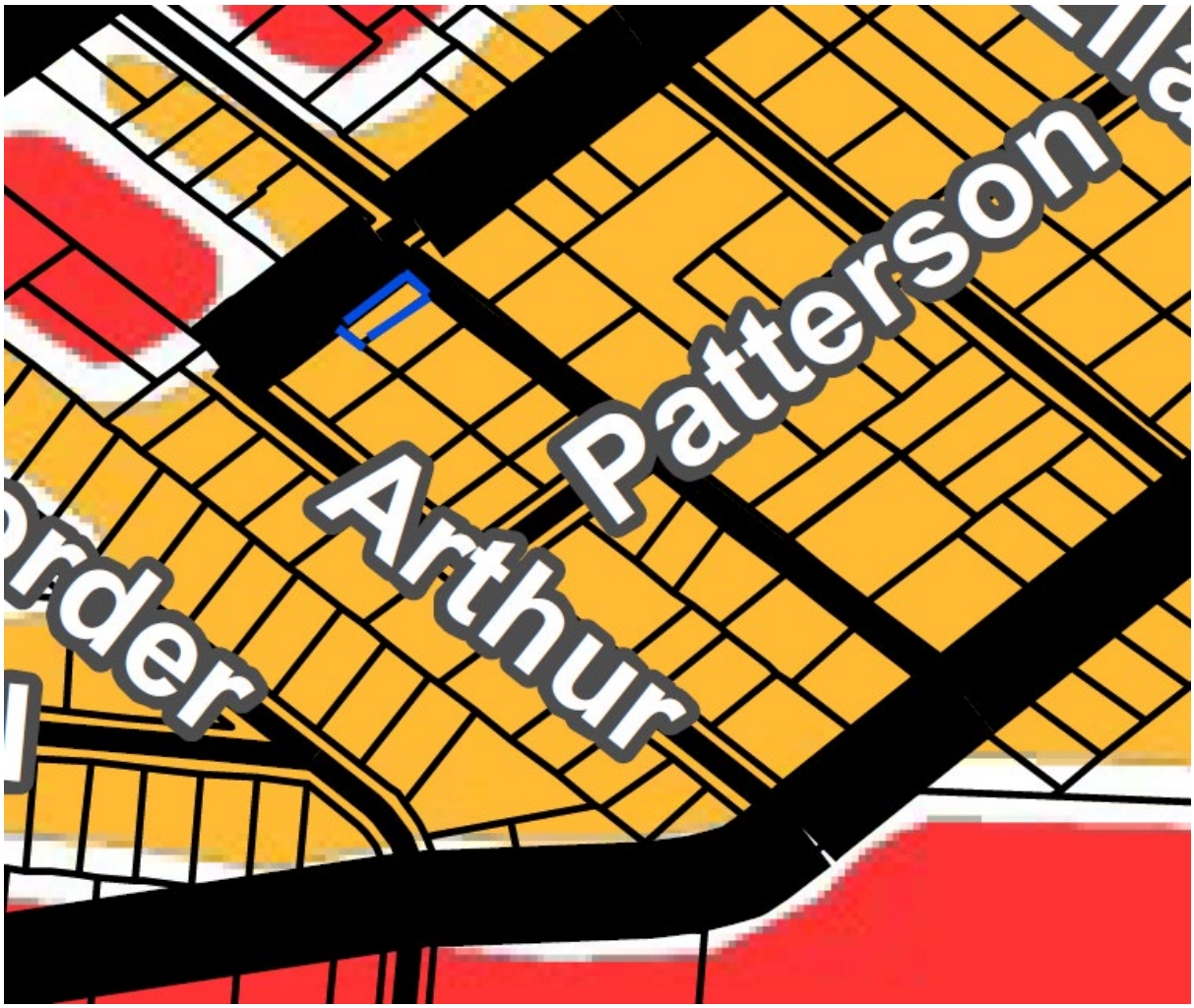
Variance being requested:

Reason for request:

A new manufactured home is being placed on land. This will be my permanent residence. Living with mother in Victoria, Tx.

Signature: Debbie Hamilton

Phone No. 361-212-0440



Future Land Use

- Low Density Residential
- Medium Density Residential
- High Density Residential
- Multi-Family
- Manufactured Home Park
- Mixed Use
- Commercial
- Light Industrial
- Industrial
- Parks and Open Space
- Public/Semi-Public


19650
CALDERA GLORIA
19446
CALDERA GLORIA
19331
HARVEY BARBARA ANN
Tilley St
19460
SALINAS AURORA R (E
19624
HAMILTON DEBBIE
74852
GARZA JOSE L
19613
GARZA DOMINGA B (ESTATE)
Bonorden St
19601
GUILLEN CRAIG JUAN
19254
FALCON BERTHA (ESTATE)
19308
GUERRERO JAQUELINE
19296
CASTANEDA MARTIN
19639
RODRIGUEZ MARICELA NARVAEZ
Patterson St
19268

COMMUNICATION

SUBJECT: Consider the Planning Board's recommendation to approve a request for the development of storage facilities, including a variance from the required toilet facilities, on property described as A0035 Maximo Sanchez, Tract PT 27, 7.33 acres, and Abstract 12 A. Esparza, Tract PT 12, Property ID No. 37976. Presenter is Derrick Smith

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INFORMATION:

CITY OF PORT LAVACA

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

DATE: 09.24.2026

TO: THE HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: DERRICK SMITH, DEVELOPMENT SERVICES DIRECTOR

SUBJECT: Consider a request for the development of storage facilities and a variance to the required toilet facilities on property described as A0035 MAXIMO SANCHEZ, TRACT PT 27, ACRES 7.33, & ABST 12 A.ESPARZA, TR PT 12. Property ID# 37976

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

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

The applicant is wanting to purchase the land for the development of storage facilities without an office or full-time employee. The plan is to develop the property in six phases. Each phase will be a total of 100 climate-controlled units within a single structure.

In accordance with Sec.2902.3.3 of the 2021 International Building Code, the required employee toilet facilities shall not exceed a path of travel distance of 500 feet.

The applicant is not planning to have a full-time employee on-site. Therefore, he is requesting an exemption from the toilet facilities requirement.

Staff Recommendation: Approval.
The property is on a major thoroughfare and across the street from commercial property. complies with our Future Land Use Plan.

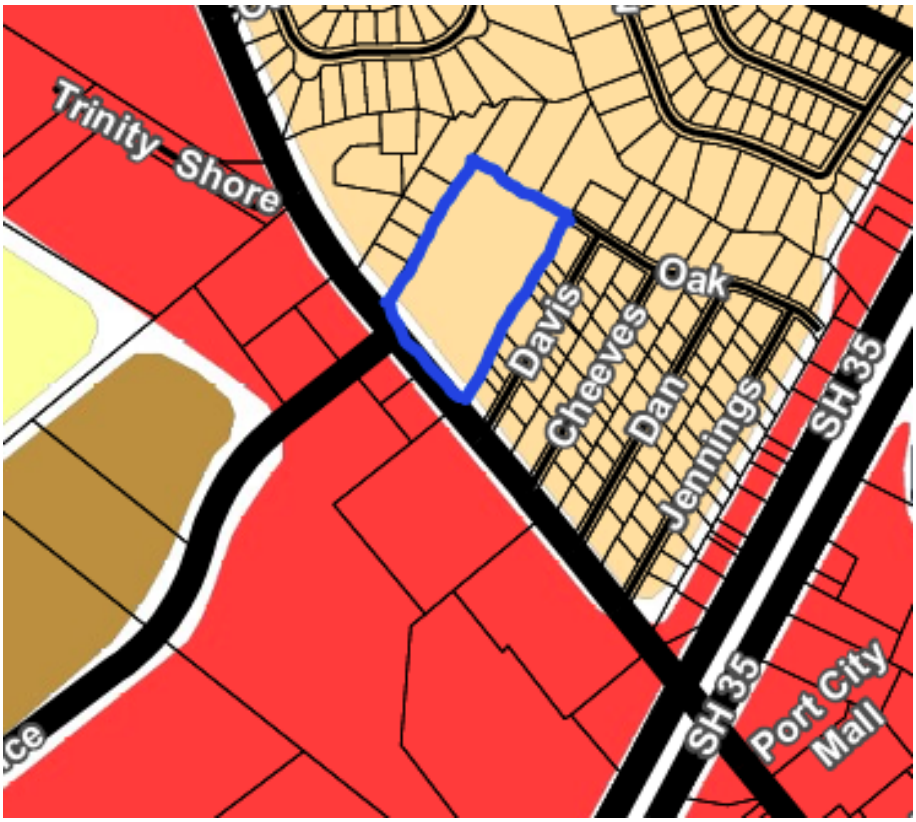
Planning Board Recommendation: Approval.
The Planning Board recommends approval of the conceptual plan and variance. Final approval will be subject to compliance with all applicable requirements, including parking, setbacks, landscaping, sidewalks and life safety

Attachments:

- Application
- Conceptual site plan
- Examples of a similar facility

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

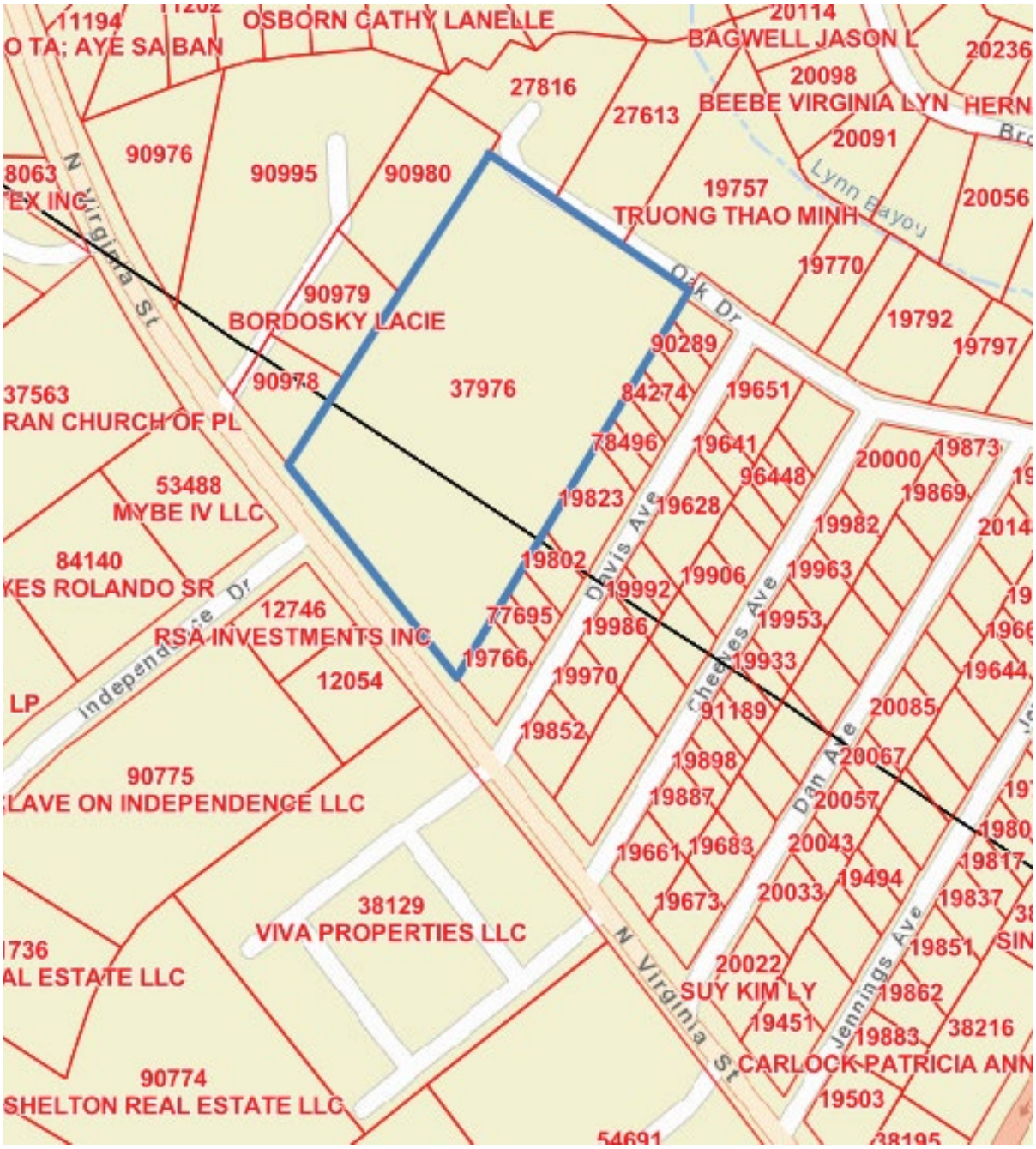
The property is planned for Medium Density Residential on the City of Port Lavaca's Future Land Use Map.



Future Land Use

- Low Density Residential
- Medium Density Residential
- High Density Residential
- Multi-Family
- Manufactured Home Park
- Mixed Use
- Commercial
- Light Industrial
- Industrial
- Parks and Open Space
- Public/Semi-Public

CITY OF PORT LAVACA



CITY OF PORT LAVACA

Property Details

Account		
Property ID:	37976	**Geographic ID:** A0035-00000-0116-00
Type:	R	**Zoning:**
Property Use:		**Condo:**
Location		
Situs Address:	FM 1090 PORT LAVACA, TX 77979	
Map ID:	A0035-00090-0001-00	**Mapsco:**
Legal Description:	A0035 MAXIMO SANCHEZ, TRACT PT 27, ACRES 7.33, & ABST 12 A.ESPARZA, TR PT 12	
Abstract/Subdivision:	A0035	
Neighborhood:	(1570) PORT LAVACA EAST-FM 1090	
Owner		
Owner ID:	124589	
Name:	JQ AMERICAN PROPERTIES	
Agent:	MICHAEL R SILBERSTEIN, ATTORNEY AT LAW	
Mailing Address:	INVESTMENTS LLC (THE) 5419-B CLAREWOOD DR HOUSTON, TX 77530	
% Ownership:	100.0%	
Exemptions:	For privacy reasons not all exemptions are shown online.	

CITY OF PORT LAVACA

City of Port Lavaca

Request for Non-Residential

Planning Board Review

Date: 9/23/2026

Time: 6:00 PM

Location: 202 N Virginia St. Port Lavaca, TX 77979

APPLICATION DUE: 9/14/2026

Date: 9-10-26

Applicant Name: Sterling Cromwell (Cutter Storage Units)

Property ID or Address for variance: 37976

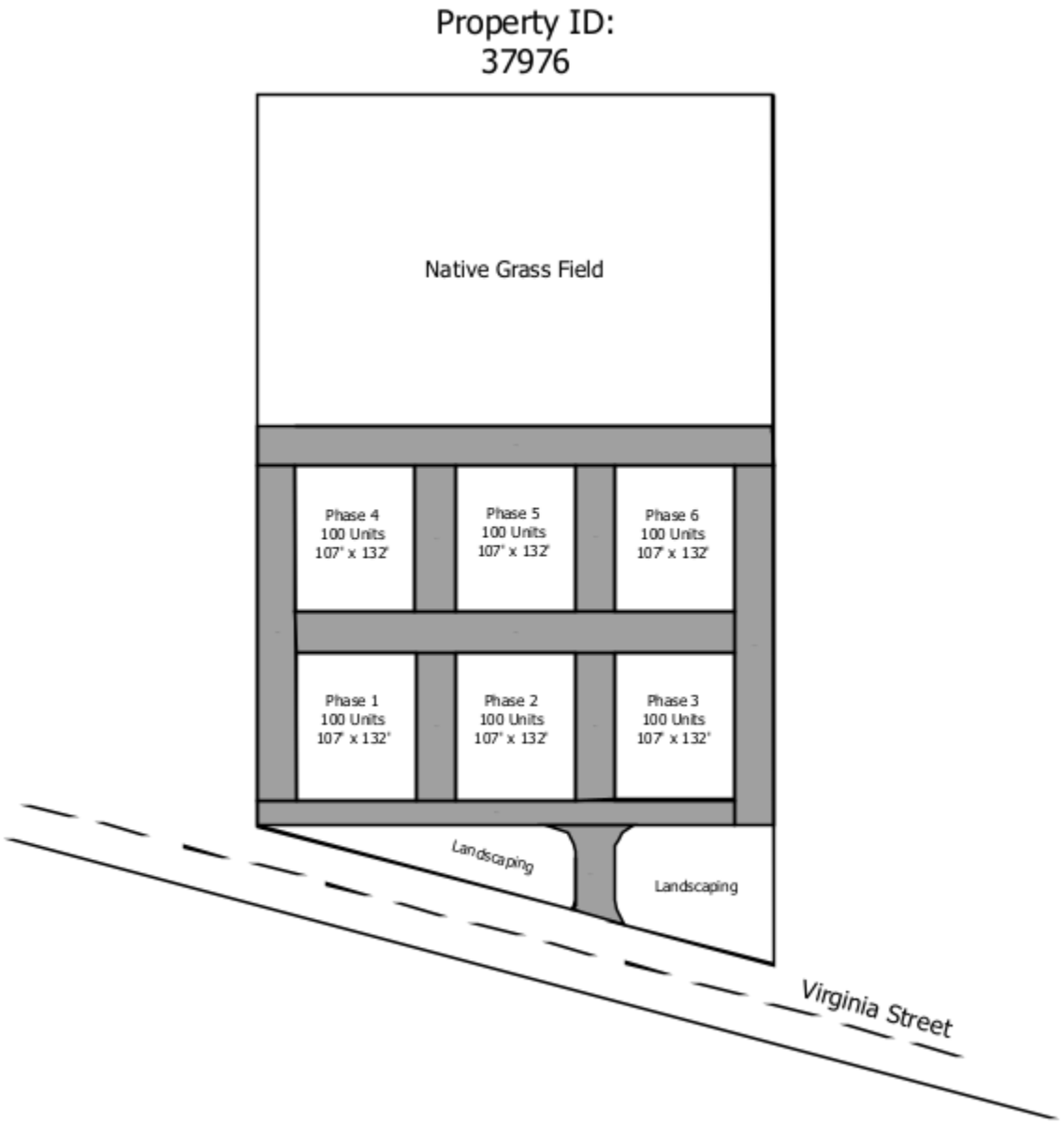
Reason for request:

I am applying for a variance to approve of the development of a storage facility.

If approved for the development, I would also like to apply for an exemption from the requirement of water and sewage at the facility. Our facilities do not have any full time employees, they are installed without an office, so restrooms are not necessary.

Signature: [signature]

Phone No. 361-944-2077


Property ID:
37976
Native Grass Field
Phase 4
100 Units
107' x 132'
Phase 5
100 Units
107' x 132'
Phase 6
100 Units
107' x 132'
Phase 1
100 Units
107' x 132'
Phase 2
100 Units
107' x 132'
Phase 3
100 Units
107' x 132'
Landscaping
Landscaping
Virginia Street

CITY OF PORT LAVACA





CITY OF PORT LAVACA



COMMUNICATION

SUBJECT: Consider review of proposals and award of a contract for grant administration services for the CDBG-MIT Mitigation Reallocation Program (MRP). Presenter is Jody Weaver

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INFORMATION:

CITY OF PORT LAVACA

COUNCIL MEETING: OCTOBER 12TH, 2026

DATE: 10.07.2026

TO: JODY WEAVER, CITY MANAGER

FROM: KATERYNA THOMAS, GRANTS & CIP COORDINATOR

SUBJECT: REVIEW OF PROPOSALS AND CONSIDERATION OF CONTRACT AWARD FOR GRANT ADMINISTRATION SERVICES CDBG-MIT REALLOCATION PROGRAM (MRP)

The City of Port Lavaca is considering submitting one or more grant application(s) to the Texas General Land Office (GLO) under the Community Development Block Grant – Mitigation Reallocation Program (MRP). These funds are intended to support eligible activities related to Flood and Drainage Improvements, Water System Improvements, Wastewater Improvements, or Street Improvements.
In preparation for these potential applications, the City issued a Request for Proposals (RFP) to procure qualified Grant Administration services in accordance with applicable state and federal procurement requirements.

The City received four (4) responsive proposals for Grant Administration services:

- KSBR, LLC
- Langford
- Public Management, Inc
- International Consulting Engineers

Evaluation Process

Proposals were reviewed and evaluated by a Scoring Committee comprised of the following: Grants and CIP Coordinator Kateryna Thomas, Public Works Director Wayne Shaffer, City Manager Jody Weaver, and Councilman Tim Dent. Scores were provided based on criteria outlined in the RFP, including but not limited to experience with CDBG-MIT programs, capacity to administer federally funded disaster recovery grants, project approach, past performance, and cost. Committee also reviewed references for all vendors. A summary of evaluation scores is provided in the attached Score Summary.

Recommendation

The Scoring Committee has reviewed the proposals and evaluation results and recommends that City Council consider awarding a Grant Administration Services contract to KSBR, LLC, receiving the highest overall score, as reflected in the attached Score Summary, to assist the City with preparation and submission of CDBG-MIT Reallocation Program (MRP) application(s) and, if awarded, administration and implementation of one or more grant contracts.

Financial Implication

There is no immediate financial impact to the City at this time. Grant Administration costs are anticipated to be an eligible expense reimbursable through the CDBG-MIT program, subject to grant award and GLO approval.

Review the Score summary and consider an Administration Services award contract to assist the City of Port Lavaca in its application(s) for CDBG-MIT Reallocation Program (MRP) and implementation of one or more contracts, if awarded.

Action Requested:

Consider the award of a Grant Administration Services contract to KSBR, LLC for the CDBG-MIT Reallocation Program (MRP).

Attachments:
Score Summary

Administration Professional Services
CDBG-MIT Reallocation Program
RFP 09-09-2026-A

		Experience/30	Work Performance/ 30	Capacity to Perform/20	Proposed Cost/20	TOTAL/ 100
Wayne Shaffer	KSBR	25	25	18	16	**84**
	Langford	23	24	15	11	**73**
	Public Management	20	22	13	20	**75**
	International Consulting Engineers	25	23	16	10	**74**
Jody Weaver	KSBR	30	30	19	17	**96**
	Langford	29	30	19	13	**91**
	Public Management	28	30	18	20	**96**
	International Consulting Engineers	23	24	11	12	**70**
Tim Dent	KSBR	24	22	18	18	**82**
	Langford	25	22	19	15	**81**
	Public Management	24	21	16	20	**81**
	International Consulting Engineers	26	30	20	12	**88**
Kateryna Thomas	KSBR	29	29	16	14	**88**
	Langford	26	30	15	12.5	**83.5**
	Public Management	28	30	14	20	**92**
	International Consulting Engineers	30	30	13	7	**80**

Average Scores	Total	
KSBR	**87.5**	KSBR IS A HISTORICALLY UNDERUTILIZED BUSINESS (HUB) FIRM
Langford	**82.125**	
Public Management	**83.875**	
International Consulting Engineers	**78**	HUB

PROPOSED COST OF SERVICES CDBG-MIT Reallocation Program

Total Award Amount					
	Application Fee	**$2,500,000-$5,000,000**	**$5,000,001-$8,000,000**	**$8,000,001-$10,000,000**	
KSBR	$0	$162,500-$325,000 (6.5%)	$315,000 (6.3%)-$425,000 (5.31%)	$385,000 (4.8%) -$475,000 (4.75%)	
Langford	$0	$181,250-$362,500 (7.25%)	$362,500-$580,000 (7.25%)	$580,000-$725,000 (7.25%)	
Public Management	$0	$125,000-$250,000 (5%)	$225,000-360,000 (4.5%)	$320,000-$400,000 (4%)	Lowest
International Consulting Engineers	$0	$200,000-$400,000 (8%)	$200,000-$640,000 (8%)	$640,000-$800,000 (8%)	

COMMUNICATION

SUBJECT: Consider Second and Final reading of an Ordinance (G-11-26) of the City of Port Lavaca amending the Ordinance codified and described in the City of Port Lavaca's Code of Ordinances as Chapter 12 Buildings and Building Regulations, Article III Flood Damage Prevention; providing for purpose of ordinance, providing for severability; providing a repealing clause; and providing an effective date. Presenter is Jody Weaver

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INFORMATION:

ORDINANCE #G-11-26

AN ORDINANCE OF THE CITY OF PORT LAVACA AMENDING THE ORDINANCE CODIFIED AND DESCRIBED IN THE CITY OF PORT LAVACA'S CODE OF ORDINANCES AS PART II, CHAPTER 12 BUILDINGS AND BUILDING REGULATIONS, ARTICLE III FLOOD DAMAGE PREVENTION; PROVIDING FOR PURPOSE OF ORDINANCE, PROVIDING FOR SEVERABILITY; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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

Section 1. Purpose.

The attached Exhibit A, incorporated herein for all purposes, identifies amendments to Part II, Chapter 12, Buildings and Building Regulations, Article III, Flood Damage Prevention, of the City of Port Lavaca's Code of Ordinances. Text that remains unchanged will be in black-colored letters, text that is new will be identified by red-colored underlined letters and all text to be deleted will be identified as blue-colored letters with strikethroughs.

Section 2. Severability.

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

Section 3. Repeal.

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

Section 4. Effective Date

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

FIRST READING this 14th day of September, 2026

_____

Luis De La Garza, Mayor

SECOND AND FINAL READING this 10th day of October, 2026

_____
Luis De La Garza, Mayor

APPROVED AND ADOPTED this 10th day of October, 2026.

_____
Luis De La Garza, Mayor

ATTEST:

_____
Lorena Perez-Diaz, City Secretary

APPROVED AS TO FORM:

_____
Anne Marie Odefey, City Attorney

RECORD OF VOTE

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

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

CITY OF PORT LAVACA
PART II – CODE OF ORDINANCES

EXHIBIT A

Chapter 12 - BUILDINGS AND BUILDING REGULATIONS

ARTICLE III. FLOOD DAMAGE PREVENTION

DIVISION 2. - DEFINITIONS

Sec. 12-65. - [Definitions generally.]

Unless specifically defined below, words or phrases used in this article shall be interpreted to give them the meaning they have in common usage and to give this article its most reasonable application.

LiMWA, LIMIT of MODERATE WAVE ACTION – means Coastal A Zone areas adjacent to Zone V and VE where wave height is less than 3' and greater than 1.5', also known as LiMWA - Limit of Moderate Wave Action.

DIVISION 3. GENERAL PROVISIONS

Sec. 12-72. - Basis for establishing the areas of special flood hazard.
The areas of special flood hazard identified by the Federal Emergency Management Agency in the current scientific and engineering report entitled, "The Flood Insurance Study (FIS) for Calhoun County and incorporated areas, Texas," dated ~~October 16, 2014~~ August 2, 2018 October 16, 2014, with accompanying flood insurance rate maps (FIRM) dated October 16, 2014 and any revisions thereto are hereby adopted by reference and declared to be a part of this article.

DIVISION 5. - PROVISIONS FOR FLOOD HAZARD REDUCTION

Sec. 12-95. - General standards.

In all areas of special flood hazards within the City of Port Lavaca the following provisions are required for all new construction and substantial improvements:

(1) All new construction or substantial improvements shall be designed (or modified) and adequately anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;

(2) All new construction or substantial improvements shall be constructed by methods and practices that minimize flood damage;

(3) All new construction or substantial improvements shall be constructed with materials resistant to flood damage;

(4) All new construction or substantial improvements shall be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding;

(5) All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the system;

(6) New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of floodwaters into the system and discharge from the systems into floodwaters; and,

(7) On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.

Sec. 12-96. - Specific standards.

In all areas of special flood hazards within the City of Port Lavaca where base flood elevation data has been provided as set forth in (i) section 12-72, (ii) subsection 12-86(8), or (iii) subsection 12-97(c), the following provisions are required:

(1) *Residential construction.* New construction and substantial improvement of any residential structure shall have the lowest floor (including basement), elevated ~~to or above~~ a minimum of two (2) feet above the base flood elevation. A registered professional engineer, architect, or land surveyor shall submit a certification to the floodplain administrator that the standard of this subsection as proposed in subsection 12-86(a)(1), is satisfied.

(2) *Non-residential construction.* New construction and substantial improvements of any commercial, industrial or other nonresidential structure shall either have the lowest floor (including basement) elevated ~~to or above~~ minimum of two (2) feet above the base flood level or together with attendant utility and sanitary facilities, be designed so that below the base flood level the structure is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. A registered professional engineer or architect shall develop and/or review structural design, specifications, and plans for the construction, and shall certify that the design and methods of construction are in accordance with accepted standards of practice as outlined in this subsection. A record of such certification which includes the specific elevation (in relation to mean sea level) to which such structures are floodproofed shall be maintained by the floodplain administrator.

(3) *Enclosures.* New construction and substantial improvements, with fully enclosed areas below the lowest floor that are usable solely for parking of vehicles, building access or storage in an area other than a basement and which are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or meet or exceed the following minimum criteria:

a. A minimum of two openings on separate walls having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided.

b. The bottom of all openings shall be no higher than one foot above grade.

c. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

(4) *Manufactured homes.*

a. Require that all manufactured homes to be placed within zone A on a community's FHBM or FIRM shall be installed using methods and practices which minimize flood damage. For the purposes of this requirement, manufactured homes must be elevated and anchored to resist flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable state and local anchoring requirements for resisting wind forces.

b. Require that manufactured homes that are placed or substantially improved within zones A1-30, AH, and AE on the community's FIRM on sites (i) outside of a manufactured home park or subdivision, (ii) in a new manufactured home park or subdivision, (iii) in an expansion to an existing manufactured home park or subdivision, or (iv) in an existing manufactured home park or subdivision on which a manufactured home has incurred "substantial damage" as a result of a flood, be elevated on a permanent foundation such that the lowest floor of the manufactured home is elevated ~~to or above the base flood elevation~~ a minimum of two (2) feet above natural grade; above the crown of the nearest street; or a minimum of two (2) feet above the base flood elevation, whichever is higher and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.

c. Require that manufactured homes be placed or substantially improved on sites in an existing manufactured home park or subdivision with zones A1-30, AH and AE on the community's FIRM that are not subject to the provisions of subsection (4) of this section be elevated so that either:

1. The ~~bottom of the I-beam of the manufactured home is at or above the base flood elevation~~ lowest floor of the manufactured home be elevated a minimum of two (2) feet above natural grade; above the crown of the nearest street; or a minimum of two (2) feet above the base flood elevation, whichever is higher, or

2. The manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than 36 inches in height above grade and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.

(5) *Recreational vehicles.* Require that recreational vehicles placed on sites within zones A1-30, AH, and AE on the community's FIRM either (i) be on the site for fewer than 180 consecutive days, or (ii) be fully licensed and ready for highway use, or (iii) meet the permit requirements of subsection 12-87(a), and the elevation and anchoring requirements for "manufactured homes" in subsection (4) of this section. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.

Sec. 12-98. Standards for areas of shallow flooding (AO/AH zones).

Located within the areas of special flood hazard established in section 12-72, are areas designated as shallow flooding. These areas have special flood hazards associated with flood

depths of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow; therefore, the following provisions apply:

(1) All new construction and substantial improvements of residential structures have the lowest floor (including basement) elevated ~~to or above the base flood elevation or 36 inches above the highest adjacent~~ a minimum of two (2) feet above the base flood elevation or the highest adjacent grade at least two (2) feet above as the depth number specified in feet on the community's FIRM (at least three feet if no depth number is specified).

(2) All new construction and substantial improvements of non-residential structures:

a. Have the lowest floor (including basement) elevated ~~to or above the base flood elevation or the highest adjacent grade at least as high~~ a minimum of two (2) feet above the base flood elevation or the highest adjacent grade at least two (2) feet above as the depth number specified in feet on the community's FIRM (at least three feet if no depth number is specified). or

b. Together with attendant utility and sanitary facilities be designed so that below the base specified flood depth in an AO zone, or below the base flood elevation in an AH zone, level the structure is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads of effects of buoyancy.

(3) A registered professional engineer or architect shall submit a certification to the floodplain administrator that the standards of this section, as proposed in section 12-87 are satisfied.

(4) Require within zones AH or AO adequate drainage paths around structures on slopes, to guide floodwaters around and away from proposed structures.

Sec. 12-99. Coastal high hazard areas.

Located within the areas of special flood hazard established in section 12-72, are areas designated as coastal high hazard areas (zones V1-30, VE, and/or V). These areas have special flood hazards associated with high velocity waters from tidal surges and hurricane wave wash; therefore, in addition to meeting all provisions outlined in this article, the following provisions must also apply:

(1) Obtain the elevation (in relation to mean sea level) of the bottom of the lowest structural member of the lowest floor (excluding pilings and columns) of all new and substantially improved structures, and whether or not such structures contain a basement. The floodplain administrator shall maintain a record of all such information.

(2) All new construction shall be located landward of the reach of mean high tide.

(3) All new construction and substantial improvements shall be elevated on pilings and columns so that:

a. The bottom of the lowest horizontal structural member of the lowest floor (excluding the pilings or columns) is elevated ~~to or above~~ a minimum of two (2) feet above the base flood level;

b. The pile or column foundation and structure attached thereto is anchored to resist flotation, collapse and lateral movement due to the effects of wind and water loads acting simultaneously on all building components. Water loading values used shall be those associated with the base flood. Wind loading values used shall be those required by applicable state or local building standards. A registered professional engineer or architect shall develop or review the structural design, specifications and plans for the construction, and shall certify that the design and methods of construction to be used are in accordance with accepted standards of practice for meeting the provisions of [subsections] (3)a. and (3)b. of this section.

(4) Provide that all new construction and substantial improvements have the space below the lowest floor either free of obstruction or constructed with non-supporting breakaway walls, open wood lattice-work, or insect screening intended to collapse under wind and water loads without causing collapse, displacement, or other structural damage to the elevated portion of the building or supporting foundation system.

For the purpose of this section, a breakaway wall shall have a design safe loading resistance of not less than ten and no more than 20 pounds per square foot. Use of breakaway walls which exceed a design safe loading resistance of 20 pounds per square foot (either by design or when so required by local or state codes) may be permitted only if a registered professional engineer or architect certifies that the designs proposed meet the following conditions:

a. Breakaway wall collapse shall result from a water load less than that which would occur during the base flood; and
b. The elevated portion of the building and supporting foundation system shall not be subject to collapse, displacement, or other structural damage due to the effects of wind and water loads acting simultaneously on all building components (structural and nonstructural). Water loading values used shall be those associated with the base flood. Wind loading values used shall be those required by applicable state or local building standards. Such enclosed space shall be useable solely for parking of vehicles, building access, or storage. Such space shall not be used for human habitation.

(5) Prohibit the use of fill for structural support of buildings.

(6) Prohibit manmade alteration of sand dunes and mangrove stands that increase potential flood damage.

(7) Manufactured homes. Require that manufactured homes placed or substantially improved within zone V1-30, V, and VE on the community's FIRM on sites (i) outside of a manufactured home park or subdivision, (ii) in a new manufactured home park or subdivision, (iii) in an expansion to an existing manufactured home park or subdivision, or (iv) in an existing manufactured home park or subdivision on which a manufactured home has incurred "substantial damage" as the result of a flood, meet the standards of subsections (1) through (6) of this section and that manufactured homes placed or

substantially improved on other sites in an existing manufactured home park or subdivision within zones V1-30, V, and VE on the community's FIRM meet the requirements of subsection 12-96(4) of this article.

(8) Recreational vehicles. Require that recreational vehicles placed on sites within zones V1-30, V, and VE on the community's FIRM either (i) be on the site for fewer than 180 consecutive days, or (ii) be fully licensed and ready for highway use, or (iii) meet the requirements in section 12-73 of this article and subsections (1) through (6) of this section. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.

(9) Limit of Moderate Wave Action (LiMWA) Areas

Areas designated as Limit of Moderate Wave Action (LiMWA) have special flood hazards associated with high velocity waters from tidal surges and hurricane wave wash; therefore, in addition to meeting all provisions outlined in this ordinance, the following provisions must also apply:

i. All new construction and substantial improvements shall be elevated on pilings and columns so that:

ii. the bottom of the lowest horizontal structural member of the lowest floor (excluding the pilings or columns) is elevated a minimum of two (2) feet above the base flood elevation;

iii. Prohibit the use of fill for structural support of buildings

Sec. 12-100. Zone X (shaded) Areas

Areas designated as Zone X (shaded) are areas within the 0.2% annual chance floodplain; areas of (base) flood with average depths of 1 foot; or with drainage areas less than 1 square mile; areas protected by levees from the 1% annual chance flood; and areas upstream of the "limit of detail study" on the community FIRM.

In areas mapped as Zone X (shaded) on the community Flood Insurance Rate Map (FIRM), new construction and substantial improvement of any residential structure, including manufactured homes, shall have the lowest floor, including basement, elevated above the 0.2 percent or 500-year flood elevation; or a minimum of two feet above the highest adjacent natural grade: or elevated above the crown of the nearest street, whichever is higher.

Sec. 12-101. Zone X (unshaded) Areas

Areas designated as Zone X (unshaded) are areas outside the 0.2% annual chance floodplain; include all areas within a community that has received a Flood Hazard Boundary Map (FHBM); and all areas within a community that has not received a Flood Hazard Boundary Map (FHBM) or Flood Insurance Rate Map (FIRM).

In areas mapped as Zone X (unshaded) on the community Flood Insurance Rate Map (FIRM), new construction and substantial improvement of any residential structure, including manufactured homes, shall have the lowest floor, including basement, elevated a minimum of two feet above the

highest adjacent natural grade or elevated above the crown of the nearest street, whichever is higher.

Sec. 12-102. Unmapped Areas

In all areas of the community that has not received a Flood Hazard Boundary Map (FHBM) or a Flood Insurance Rate Map (FIRM), new construction and substantial improvement of any residential structure, including manufactured homes, shall have the lowest floor, including basement, elevated a minimum of two feet above the highest adjacent natural grade or above the crown of the nearest street, whichever is higher.

Sec. 12-103. Severability

If any section, clause, sentence, or phrase of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Ordinance.

Sec. 12-104. Penalties for Non-Compliance

No structure or land shall hereafter be constructed, located, extended, converted, or altered without full compliance with the terms of this court order and other applicable regulations. Violation of the provisions of this court order by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a misdemeanor. Any person who violates this court order or fails to comply with any of its requirements shall upon conviction thereof be fined no more than *$500* for each violation, and in addition shall pay all costs and expenses involved in the case. Nothing herein contained shall prevent the City of Port Lavaca, Texas from taking such other lawful action as is necessary to prevent or remedy any violation.

Secs. 12-105—12-286. Reserved.

COMMUNICATION

SUBJECT: Consider First Reading of Ordinance No. (G-12-26) of the City of Port Lavaca amending the ordinance codified and described in the City of Port Lavaca Code of Ordinances as Chapter 2, "Administration," Article II, "City Council," Division 2, "Meetings," to change the regular meeting time of the City Council to 5:30 p.m.; providing for severability; providing a repealing clause; and providing an effective date. Presenter is Jody Weaver

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INFORMATION:

ORDINANCE #G-12-26

AN ORDINANCE OF THE CITY OF PORT LAVACA AMENDING THE ORDINANCE CODIFIED AND DESCRIBED IN THE CITY OF PORT LAVACA CODE OF ORDINANCES AS CHAPTER 2, "ADMINISTRATION," ARTICLE II, "CITY COUNCIL," DIVISION 2, "MEETINGS," TO CHANGE THE REGULAR MEETING TIME OF THE CITY COUNCIL TO 5:30 P.M.; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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

Section 1. Purpose.

The attached Exhibit A identifies the proposed amendments to Chapter 2, "Administration," Article II, "City Council," Division 2, "Meetings," of the City of Port Lavaca Code of Ordinances to change the regular meeting time of the City Council to 5:30 p.m. Text that remains unchanged will be in black-colored letters, text that is new will be identified by red-colored underlined letters and all text to be deleted will be identified as blue-colored letters with strikethroughs.

Section 2. Severability.

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

Section 3. Repeal.

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

Section 4. Effective Date

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

FIRST READING this 12th day of October, 2026

_____
Luis De La Garza, Mayor

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

_____
Luis De La Garza, Mayor

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

_____
Luis De La Garza, Mayor

ATTEST:

_____
Lorena Perez-Diaz, City Secretary

APPROVED AS TO FORM:

_____
Anne Marie Odefey, City Attorney

RECORD OF VOTE

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

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

CITY OF PORT LAVACA
PART II – CODE OF ORDINANCES

EXHIBIT A

Chapter 2 - ADMINISTRATION

ARTICLE II. CITY COUNCIL

DIVISION 2. - MEETINGS

Sec. 2-40. - Regular times.

a) Regular meetings of the city council shall be held on the second Monday of each month in council chambers at city hall commencing at ~~6~~5:30 p.m.

COMMUNICATION

SUBJECT: Consider First Reading of Ordinance No. (G-13-26) of the City of Port Lavaca amending Chapter 24 of the City of Port Lavaca Code of Ordinances by adding provisions establishing the Police Department; providing for the certification of police officers; establishing the position, authority, and responsibilities of the Chief of Police; and establishing the authority and duties of police officers. Presenter is Tobie Bias

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INFORMATION:

ORDINANCE #G-13-26

AN ORDINANCE OF THE CITY OF PORT LAVACA AMENDING CHAPTER 24 OF THE CITY OF PORT LAVACA CODE OF ORDINANCES BY ADDING PROVISIONS ESTABLISHING THE POLICE DEPARTMENT; REQUIRING POLICE OFFICERS TO BE LICENSED; ESTABLISHING THE POSITION, AUTHORITY, DUTIES, AND RESPONSIBILITIES OF THE CHIEF OF POLICE; ESTABLISHING THE AUTHORITY, DUTIES, AND RESPONSIBILITIES OF POLICE OFFICERS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Texas Local Government Code authorizes cities to provide for a Police Department; and

WHEREAS, the City Council of the City of Port Lavaca established a Department of Police in Article 6.01A of the City Home Rule Charter for the purpose "to preserve order within the City and to secure the residents of the City from violence and the property therein from injury or loss, and to enforce such ordinances as may be required by the Council"; and

WHEREAS, the Police Department is actively engaged in pursuing "Recognized" status from the Texas Police Chiefs Association's Law Enforcement Best Practices Recognition Program; and

WHEREAS, the standards of the Recognition Program require explicit language creating a Police Department and establishing the authority of both the officers and the Chief of Police, rather than reliance on the general powers provided in the City Charter; and

WHEREAS, the City Council has determined that a clear and definitive statement of intent is preferable to provide for the establishment of the Police Department.

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

Section 1. Purpose.

The attached Exhibit "A" identifies the proposed amendments to Chapter 24 of the City of Port Lavaca Code of Ordinances by adding provisions establishing the Police Department; providing for the certification of police officers; establishing the position, authority, and responsibilities of the Chief of Police; and establishing the authority and duties of police officers. New text is identified by red-colored underlined letters.

Section 2. Severability.

It is specifically declared to be the intention of the City Council that sections, paragraphs, sentences, clauses, and phrases of this ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared unconstitutional or invalid by the valid

judgment or decree of any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any unconstitutional or invalid phrase, clause, sentence, paragraph, or section.

Section 3. Repeal.

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

Section 4. Effective Date

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

FIRST READING this 12th day of October, 2026

_____
Luis De La Garza, Mayor

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

_____
Luis De La Garza, Mayor

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

_____
Luis De La Garza, Mayor

ATTEST:

_____
Lorena Perez-Diaz, City Secretary

APPROVED AS TO FORM:

_____
Anne Marie Odefey, City Attorney

RECORD OF VOTE

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

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

CITY OF PORT LAVACA
PART II – CODE OF ORDINANCES

EXHIBIT A

Chapter 24- LAW ENFOREMENT

ARTICLE I. IN GENERAL

24-1 Creation of department; jurisdiction.

There is hereby created a Police department of the City of Port Lavaca, at the head of which shall be the Chief of Police. The Police Department shall be comprised of the Chief of Police and other officers and employees as the City Council may provide. The jurisdiction of the Department shall be the corporate limits of the City and that property lying outside the city limits which is owned by the City.

24-2 Certification; compliance with state requirements

No person will be certified as a Police Officer who has not complied with the basic requirements established by the state for Police Officers and by the city acting through the Chief of Police.

24-3 Chief of Police

(a) The Police Department of the city shall consist of the Chief of Police and such members as the City Council may provide.

(b) The Chief of Police shall be appointed by the City Manager with Council approval.

(c) The Chief of Police shall carry out the functions of the Police Department relating to public safety and enforcement of ordinances , state and federal laws; organize the Police Department of the city in conformity with he laws of the state and ordinances of the city; and shall promulgate policies, procedures, rules, directives and orders for the administration of the department, including but not limited to the discipline within the department.

24-4 Authority and duties of Police Officers.

(a) Individual officers constituting the city Police Department are vested with all the power and authority given to them as peace officers under the laws of the state. Inherent with this power and authority is the obligation to preserve the peace, to enforce the ordinances and regulations of the city, the laws of the state and of the United States, to take legal custody of offenders and to secure the citizens from violence.

(b) All personnel of the police department shall be bound by the most current directives, orders, rules, regulations and procedures for the operation of the Police Department as may be promulgated or as hereinafter amended by the Chief of Police, and failure to abide thereby shall subject the violating personnel to such disciplinary action as may be determined by the Chief of Police within the limits of state law and city ordinance.

COMMUNICATION

SUBJECT: Closed Sessions: As authorized by and subject to the applicable provisions of law, including but not limited to the Texas Government Code, Chapter 551, Open Meetings Act, the following topic(s) may be considered in Closed Session:

INFORMATION:

- Section 551.071 Consultation with City Attorney
- Section 551.072 Real Property Transactions
- Section 551.074 Personnel Matters
- Section 551.087 Economic Development Negotiations

COMMUNICATION

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

INFORMATION: