



CITY COUNCIL REGULAR MEETING

Monday, July 13, 2026 at 6:30 PM

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

PUBLIC NOTICE OF MEETING

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

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

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

AGENDA

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

MEETING PROCEDURE

Public notice is hereby given that the City Council of the City of Port Lavaca, Texas, will hold a regular meeting Monday, July 13, 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/88175930141?pwd=aMwcv29frhSzuVnpVX0bWz2DWvXdUe.1>

Meeting ID: 881 7593 0141

Passcode: 373977

*One Tap Mobile+13462487799,,88175930141#,,, *373977# US (Houston)*

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

I. ROLL CALL AND CALL TO ORDER**II. PLEDGE OF ALLEGIANCE AND INVOCATION****III. MEETING SAFETY BRIEFING (911 ___, AED ___, EVAC ___, CPR ___, SAFETY ___)****IV. REVIEW OF MISSION AND VISION 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. Receive presentation from the Texas Economic Development & Tourism Office recognizing the City of Port Lavaca as a Film Friendly Texas Certified Community.
2. Receive an update from Jonas Titus with the Victoria Economic Development Corporation (VEDC).

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 June 08, 2026 Regular Meeting
- B. Minutes of June 29, 2026 Special Meeting and Workshop Session
- C. Review of Credit Card Statement
- D. Receive Monthly Financial Highlight Report
- E. Receive Employee Training Review Acknowledgment report ending 06.30.2026
- F. Receive Office of Court Administrators (OCA) Monthly report ending 06.30.2026
- G. Receive Victoria Economic Development Corporation (VEDC) Monthly Report
- H. Receive Quarterly Public Works Report from 04.01.2026 to 06.30.2026
- I. Receive Quarterly Capital Project Report from 04.01.2026 to 06.30.2026
- J. Receive Development Services Quarterly Report 04.01.2026 thru 06.30.2026
- K. Ratify City Manager approval of Change Order No.1 for Western Heights

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

1. Consider appointment and/or re-appointment of representative(s) to the Golden Crescent Regional Planning Commission (GCRPC) General Assembly and Board of Directors. Presenter is Jody Weaver
2. Consider Resolution No. R-071326-1 for intent to submit an application to the Texas Department of Housing and Community Affairs for 4% Non -competitive Housing Tax Credits, State Housing Tax Credits, and Multifamily direct Loan funds for Cottages on Independence. Presenter is Jody Weaver
3. Consider Resolution No. R-071326-2 to authorize submission of a Texas Water Development Board (TWDB) Grant application for water projects. Presenter is Wayne Shaffer
4. Consider Memorandum of Understanding between the Texas Department of Public Safety and the City of Port Lavaca for Texas Statewide Communication Interoperability Plan (TSCIP). Presenter is Tobie Bias
5. Consider request of the Animal Control Department to declare one (1) fleet vehicle as surplus and authorize the disposal of said vehicle by releasing it to Enterprise Fleet Management to auction off. Presenter is Tobie Bias
6. Consider Second and Final reading of an Ordinance (G-7-26) of the City of Port Lavaca amending the Code of Ordinances, Appendix A - Fees, Rates and Changes; Chapter 24 Law Enforcement; and providing an effective date. Presenter is Tobie Bias
7. Consider Second and Final reading of an Ordinance (G-8-26) of the City of Port Lavaca amending the Code of Ordinances, codified and described in the City of Port Lavaca's Code of Ordinances as Part I, Chapter 2 Administration, Article V Finance, Division 1 Generally, Sec. 2-126 Credit Card Convenience Fee; providing for purpose of ordinance, providing for severability; providing a repealing clause; and providing an effective date. Presenter is Brittney Hogan
8. Consider First reading of an Ordinance (S-4-26) of the City of Port Lavaca for amendment(s) to the Base Ordinance S-4-25 for 2025-2026 fiscal year budget; providing for Budget Amendment(s); providing for severability, providing a repealing clause; and providing an effective date. Presenter is Brittney Hogan
9. Consider Amendments to the City of Port Lavaca HR and Workplace Policies as follows:
Presenter is Brittney Hogan
 - Chapter 7. Work Environment Sec. 6.11 Emergency Disaster Policy and Workplace Safety
 - Appendix: HR and Workplace Supp. Doc. Sec. Safety Employee of the Year Policy
10. Consider Planning Board recommendations for a request a variance to Ordinance Section 12-25(1) for placement of a fence for property described as Block 9, Lots 4-10 of the Mariemont #3 Subdivision (2304 Larry Dr.) Property ID# 20521. Presenter is Derrick Smith

- [11.](#) Consider appointment of City Secretary and amendment of job description adopted as part of the 2025 Compensation Plan. Presenter is Jody Weaver
- [12.](#) 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 Secretary)
 - 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, July 13, 2026**, beginning at 6:30 p.m., was posted at city hall, easily accessible to the public, as of **5:00 p.m. Tuesday, July 07, 2026**.

Mandy Grant, *City Secretary*

ADA NOTICE

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

COMMUNICATION

SUBJECT: Receive presentation from the Texas Economic Development & Tourism Office recognizing the City of Port Lavaca as a Film Friendly Texas Certified Community.

INFORMATION:

COMMUNICATION

SUBJECT: Receive an update from Jonas Titus with the Victoria Economic Development Corporation (VEDC).

INFORMATION:



VEDC Regional Partnership works to attract opportunities for private capital investment that will increase the tax base and create primary jobs; & works to retain and expand existing businesses



Jonas Titas, CEcD
President

Strategic Planning,
Incentives

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Sharon Barnard
Vice President

Business Retention &
Expansion, Project
Submissions, Real Estate



Diane Drussell, CEcD
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Finance, Regional Partners



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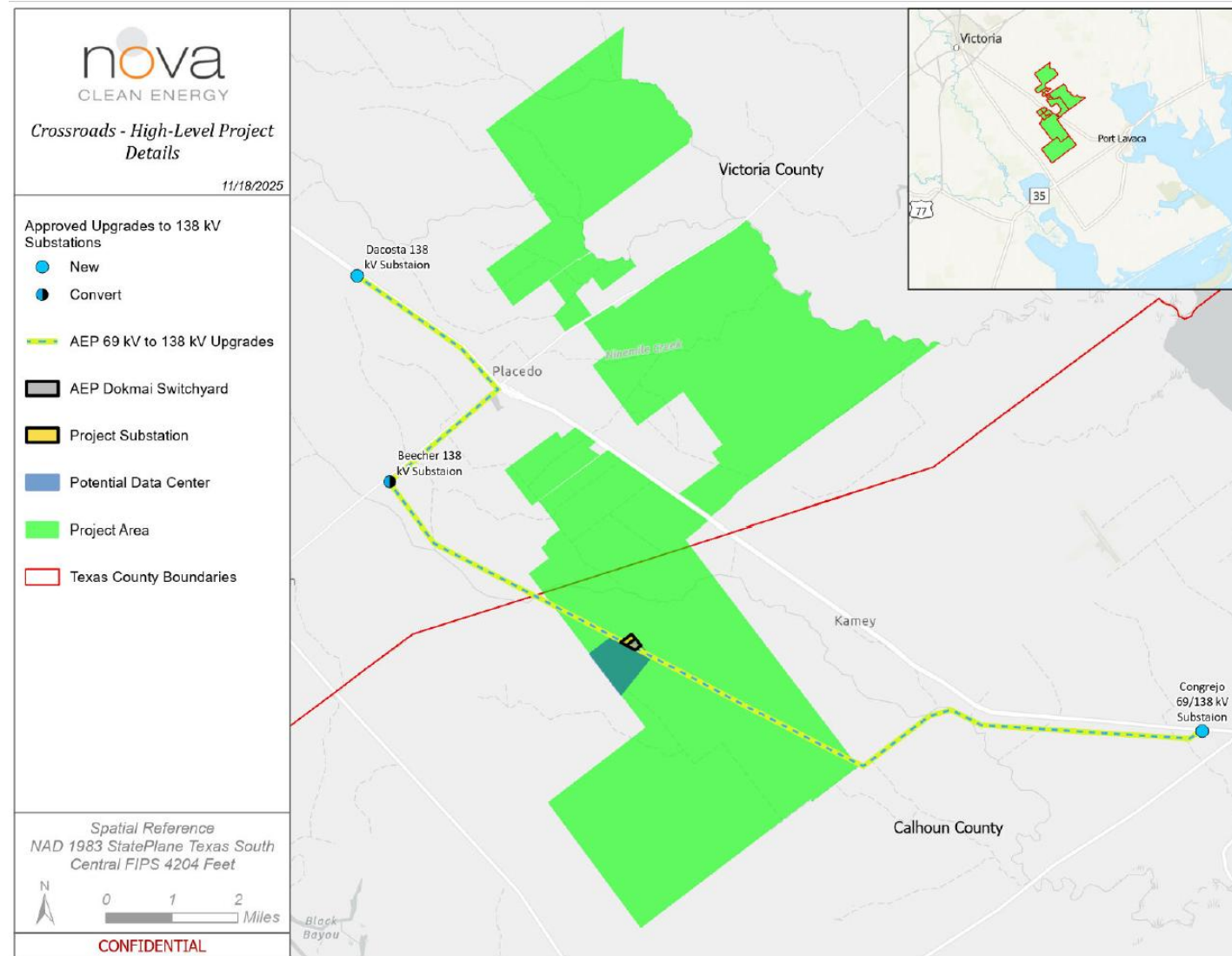
Announced Projects Continuing the Work

Blue Energy

- Announced Potential Project at VEDC Annual Meeting
- Proposed **POV Nuclear Project**, 1.5 GW Project
- Initial investment of **\$6 Billion and potential for \$13 billion at full build out**
- **360+ jobs at \$140k annual salaries**
- **6/8 Bloomington ISD**
- **6/22 Comm Ct**
- Project contingent on **Data Center offtaker. VEDC working with Crusoe**

Wind Project Map

Section V. Item #2.



Projects and Site Visits

Project NEMO

- VEDC continuing to work with Project – began in 2021
- Considering sites at Port of Victoria and Point Comfort
- Ore refining process
- \$515 million and 115 jobs
- Project has been active for a significant period of time, requires new capital raise

Project Getty - Synergen

- International parent company / Houston based HQ
- Local project continues to advance with property locations proposed for Jackson and Calhoun counties.
- **~\$750 Million / 60 FTE / Target FID q3 2026**
- Vocal local opposition from Port Alto & Olivia communities
- 6/18 Victoria County Pre-Dev Mtg – initial solar installation

Potential Retention Expansion Project

- VEDC Working with Calhoun County Company on Retention Project
- Significant Job Retention and Capital Improvements

Project Vuvuzuela

- VEDC has been meeting with project development team looking for mega site for battery manufacturing process
- Very early on – feel project development team is trying to sell projects to corporate

Project Remodel - Bauner

- Edna construction façade manufacturer based in Kazakhstan
- Announcement 5/3 at SelectUSA
- VEDC making referrals and introductions to local service providers

- Chemical startup
- VEDC met with project being established through colocation at established chemical manufacturer
- Potential to grow project in Calhoun County

New Chemical Project

- VEDC met with project leads 5/29 looking for property along Victoria Barge Canal
- Water treatment chemical project looking to establish operations in the US
- Initial capex of \$100 million, could be \$1 billion and employ 50
- Very early, still in site evaluation stage

Regional Updates:

Port Lavaca
Business

VEDC staff is working with an individual who is interested in purchasing commercial property and developing. We are working on ideas. Staff has spoken with the buyer several times and has provided information and ideas, to the prospect, and we will be meeting again. The property should have been closed on the week of July 6.

VEDC staff is working on a calendar of workshops and will partner with SME’s to facilitate. Finding the best time and interest from business owners has been a challenge. We are really trying to find times that stick and interest. There have been zero registrations for the last two.

VEDC Staff to begin holding “Business Start Up” workshops – if there is an interest. We will begin in August or September, after school starts.

Proactive Project Development

Section V. Item #2.

4/21-23	MRO Americas	Orlando	SB, LL (VRA)
4/20-25	Straife Trade Mission	Istanbul	JT
5/3-6	SelectUSA	Washington	JT, DD
5/4-6	AISTech	Pittsburgh	SB
5/8	TEDC Sales Tax Workshop	Tyler	DG
6/16-17	Global Steel Dynamics Forum	NYC	JT
8/13-14	Consultant Connect	NYC	JT
8/31-9/1	TBIC Annual	Houston	JT, SB
9/14-16	Site Selectors Guild Fall Forum	Cleveland	JT
9/21-23	Texas Nuclear Alliance	Houston	JT, SB
10/17-21	IAMC Fall Forum	Columbus, OH	JT
11/10-11	Economix	Grand Rapids	SB

Announced/Active Projects

Section V. Item #2.

<u>Jobs</u>	<u>Capex (in Millions)</u>	<u>Project Name</u>	<u>Industry</u>	<u>Location</u>	<u>Status</u>
60	150	KickFlow	Battery Additive	Port of Victoria	Development
200	10,000	Blue Energy	Nuclear	Port of Victoria	Development
50	377	CRI	Fuels	Port of Victoria	Development
650	960	Terraflow	Battery Mfg	Victoria County	Development
5	200	Bobcat Energy Center	Battery Storage	Bloomington	Development
		NOVA Clean Energy	Renewable Power	Victoria/Calhoun	Development
120	600	Lynas Rare Earths	Mineral Processing	Seadrift	Stalled
120	2,200	X-Energy	Nuclear SMR	Seadrift	Development
250	1,000	Diamond	Plastics	Seadrift	Holding
	1,500	Caruso	Data Center	Calhoun County	Development
60	700	Getty	Green Chemical	Calhoun/Jackson	Development
600	10,000	Exxon - Coastal Plain	Plastics	Calhoun County	Paused
150	2,400	ACME	Green Chemical	Port of Victoria	Closing
92	70	CAT Supplier	Manufacturing	City of Victoria	Open/Developing
100	400	European Energy	Green Chemical	Port of Victoria	Closing
45	780	First Ammonia	Green Chemical	Port of Victoria	Abatement
450	600	Green Energy Origin	Battery Additive	Port of Victoria	Stalled
100	60	Amazon	Distribution	City of Victoria	Open
3,052	\$31,997				

Matagorda Ship Channel Expansion Project

Section V. Item #2.

- **VEDC Supports Deepening and Widening Channel to Facilitate Regional Job Creation/Expansion**

Matagorda Ship Channel

EXISTING SITE CONDITIONS

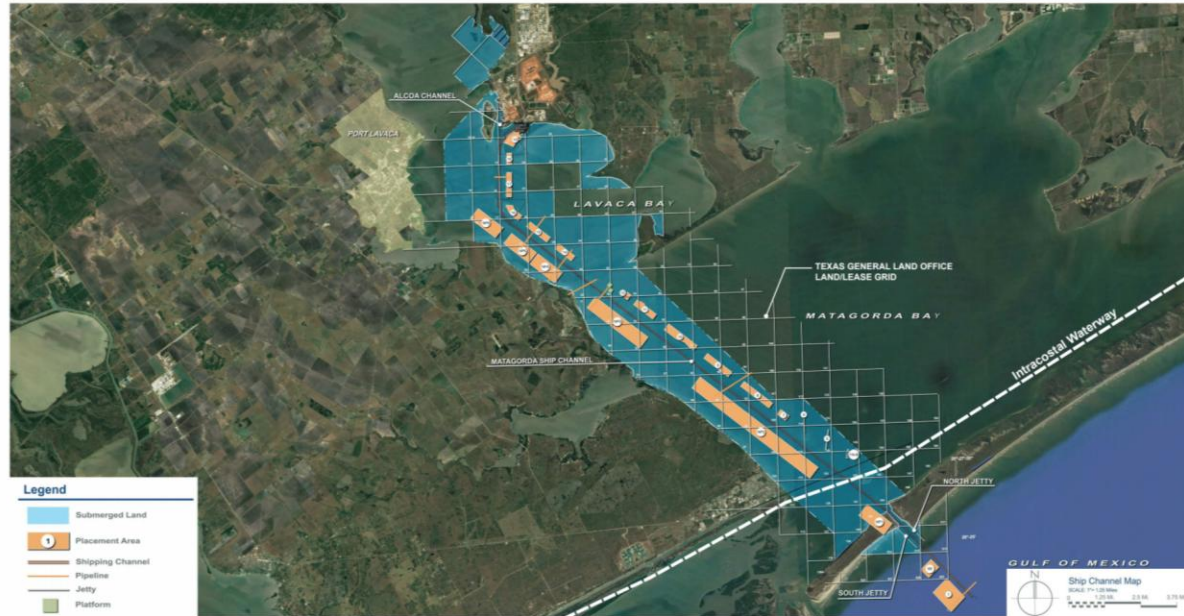


Exhibit 2 illustrates the location of the existing Matagorda Ship Channel with Dredge Material Management Plan (DMMP) placement area locations. There is a total of 19 existing placement areas utilized to maintain the MSC. Placement areas NP1, NP2, NP4, NP6, and NPS are future spoil placement areas not permitted at this time. The existing MSC is maintained at -38 MLLW. Proposed MSC improvements include an increased channel width and increased depth to -47 MLLW. The proposed improvements will allow 80,000 DWT vessels to access the MSC and future CPA facilities.



VEDC Admin Update

- Opportunity Zone 2.0 – program renewal with more restrictions. VEDC will prepare nominations for the Governor’s office, will work with City/County officials.
 - OZ 2.0 designations are effective for 10 yrs beginning January 1, 2027
- Facilitate TAMU-V tour of Caterpillar 4/15
- VEDC Semi-Annual at Victoria College Student Success Center
- Commissioner Martin Town Hall 5/7 – Supporting Public Events re Projects
- Texas Oil and Gas Association meeting 6/3
- Texas Nuclear Alliance Membership
- August Open Meeting
- 6/12 VCGWCD Mtg – Moratorium and new guidelines / 6/15 Refugio GWCD / 6/16 Texana GWCD Mtg / 6/22 Calhoun GWCD Mtg
- Polish Delegation Visit - December

VEDC Regional Partnership works to attract opportunities for private capital investment that will increase the tax base and create primary jobs; and works to retain and expand existing businesses

COMMUNICATION

SUBJECT: Minutes of June 08, 2026 Regular Meeting

INFORMATION:



CITY COUNCIL REGULAR MEETING

Monday, June 08, 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 8th day of June 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 6:31 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: None

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: Tim Dent, Councilman District 1
- Invocation: Rose Bland-Stewart, Councilwoman District 5

III. MEETING SAFETY BRIEFING:

- **911** Councilwoman District 3 Rigby
- **AED** Councilman District 6 Burke
- **EVAC** Fire Chief Joe Reyes
- **CPR** Fire Chief Joe Reyes
- **SAFETY** Mayor De La Garza

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 citizens spoke:

- 1) Old electrical poles that are out:
 - Jerry Smith, 401 S. Commerce, Port Lavaca, TX
- 2) Support removing Interim designation from City Manager (agenda item #13):
 - Jerry Smith, 401 S. Commerce, Port Lavaca, TX
 - Jim Ward, 120 Bonham Street, Port Lavaca, TX
 - Russell Cain, P. O. Box 565, Port Lavaca, TX
 - Jack Whitlow, S. Guadalupe St., Port Lavaca, TX
 - Ken Barr, 313 Willowbend, Port Lavaca, TX
 - Felicia Harral, 114 W. Harbor Dr., Port Lavaca, TX

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

- A. Minutes of May 05, 2026 Special Meeting**
- B. Minutes of May 11, 2026 Regular Meeting**
- C. Minutes of May 12, 2026 Special Meeting**
- D. Minutes of May 18, 2026 Workshop Session**
- E. Review of Credit Card Statement**
- F. Receive Monthly Financial Highlight Report**
- G. Receive Employee Training Review Acknowledgment report ending 05.31.2026**
- H. Receive Office of Court Administrators (OCA) Monthly report ending 05.31.2026**
- I. Receive Victoria Economic Development Corporation (VEDC) Monthly Report**
- J. Resolution #R-060826-1 Budgetary & Financial Management Policies 2026-27 FY**
- K. Resolution #R-060826-2 Investment Policy and Strategy Annual Review**

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 all consent agenda items as listed.

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

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

Mayor De La Garza conducted the action items agenda in the following order:

- Agenda Item #13 *Consider and take action on removal of Interim designation of City Manager;*
- 6:52 p.m. Paused for Recess;
- 6:54 p.m. Back from Recess;
- Introduced Tobie Bias, newly hired Police Chief for the City of Port Lavaca;
- Agenda Item #15 *Closed Session at 6:56 p.m.*
- Agenda Item #16 *Return to Open Session at 7:29 p.m.*
- Agenda Item #14 *Consider appointment of a Municipal Court Judge in accordance with Section 6.03 of the City's Home Rule Charter to serve a new term of two (2) years and for Council to determine compensation;*
- Returned to agenda item #1 and continued consecutively to address all items.

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

Mayor De La Garza called the annual corporate meeting to order at 710 p.m. for Port Lavaca Channel and Dock Company. City Attorney Odefey advised Council that there was no activity and that the slate of Corporate Officers and Registered Agent of Port Lavaca Channel and Dock Company, owned by the City of Port Lavaca, resolves that Allen Tippit is no longer serving as City Council Member and as such, has resigned his position; and Mary E. "Sissy" Rigby is now the Council Member serving for that District; and slate of members stand as follows:

President	Luis De La Garza,	Mayor
Secretary	Mandy Grant,	City Secretary
Director	Daniel Aguirre,	Council Member District 1
Director	Tim Dent,	Council Member District 2
Director	Sissy Rigby,	Council Member District 3
Director	Rosie Padron,	Council Member District 4
Director	Rose Bland-Stewart,	Council Member District 5

Director	Justin Burke,	Council Member District 6
Registered Agent	Anne Marie Odefey	City Attorney

Mayor De La Garza called the annual corporate meeting closed at 714 p.m.

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 reviewed and approved a Unanimous Written Consent resolution to update the corporation's records regarding the change in corporate leadership for Port Lavaca Channel & Dock Company.

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

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

Mayor De La Garza called the annual corporate meeting to order at 710 p.m. for Clement Cove Harbor Company. City Attorney Odefey advised Council that there was no activity and that the slate of Corporate Officers and Registered Agent of Clement Cove Harbor Company, owned by the City of Port Lavaca, resolves that Allen Tippit is no longer serving as City Council Member and as such, has resigned his position; and Mary E. "Sissy" Rigby is now the Council Member serving for that District; and slate of members stand as follows:

President	Luis De La Garza,	Mayor
Secretary	Mandy Grant,	City Secretary
Director	Daniel Aguirre,	Council Member District 1
Director	Tim Dent,	Council Member District 2
Director	Sissy Rigby,	Council Member District 3
Director	Rosie Padron,	Council Member District 4
Director	Rose Bland-Stewart,	Council Member District 5
Director	Justin Burke,	Council Member District 6
Registered Agent	Anne Marie Odefey	City Attorney

Mayor De La Garza called the annual corporate meeting closed at 714 p.m.

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 reviewed and approved a Unanimous Written Consent resolution to update the corporation's records regarding the change in corporate leadership for Clement Cove Harbor Company.

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

3. **Consider appointment and/or re-appointment of member(s) to Recreation and Parks Board to fill a vacancy for a new two-year term. Presenter is Wayne Shaffer**

Public Works Director Shaffer advised Council that the Recreation and Parks Board has a term that will expire in June for Greg Falcon. Falcon has expressed his interest in being reappointed to the board by submitting an email. There are no established term limits, and a full term lasts for two years. Staff recommends approval of appointment of Greg Falcon for a new two-year term.

Motion made by Councilman District 2 Dent

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

THAT, Council hereby approves appointment of Greg Falcon to the Recreation and Parks Board to fill a vacancy and start a new term of two (2) years.

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

4. **Consider appointment and/or re-appointment of member(s) to the Building and Standards Commission to fill a vacancy and/or start a new term of two (2) years. Presenter is Derrick Smith**

Development Services Director Smith advised Council that Rene Torres previously served on the Port Lavaca City Council from 1985 to 1988. During that time, he worked as a Project Manager and Senior Designer for various firms, including Mustang Cat. His professional experience also included collaboration with architects and preparation of construction drawings submitted to the City of Houston for permitting and approval processes.

Mr. Torres retired in 2014 and returned to Port Lavaca in 2022, where he has re-established his residency among family members. He has expressed interest in utilizing his professional background and prior municipal experience to support the City of Port Lavaca. If an opportunity arises, he is interested in serving on the Building & Standards Commission. Staff recommends approval for appointment.

Motion made by Councilman District 6 Burke

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

THAT, Council hereby approves appointment of Rene Torres to the Building and Standards Commission to fill a vacancy and start a new term of two (2) years.

Seconded by Councilman District 2 Dent

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 appointment of new member to the Port Lavaca Housing Authority Board of Commissioners to fill a vacancy. Presenter is Mandy Grant**

City Secretary Grant advised Council that Tricia Taylor, Executive Director for the Port Lavaca Housing Authority, had submitted a request to appoint Dominique Rogers as a new member to the Port Lavaca Housing Authority Board of Commissioners to fill a vacancy caused by Dalia Soto, whom has been on the Board since December 13, 2021, and is now stepping down.

Motion made by Councilman District 2 Dent

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

THAT, Council hereby approves appointment of Dominique Rogers to the Port Lavaca Housing Authority Board of Commissioners as a new member to fill the vacancy of Dalia Soto, effective this date.

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 approval of new plan options for the 2026-2027 Fiscal Year with Texas Municipal League (TML) Intergovernmental Employee Benefits Pool related to the City's Group Health Insurance Coverage. Presenter is Brittney Hogan**

Finance Director Hogan advised Council that the city has received and reviewed the medical insurance plan options available to the City for the fiscal year beginning October 01, 2026, as offered by Blue Cross Blue Shield (BCBS) through TX Health Benefits Pool.

There are no changes from last year's proposal in the medical, vision or dental policies offered.

This year we have great news that we can maintain the exact same benefits package without any change in premiums at all! TML can maintain our coverage at the same rate primarily for 2 reasons: 1) our continued high participation in our annual wellness program and 2) getting utilization ratio to 71%.

Staff's recommendation this year is to stay with our CURRENT PLAN at NO CHANGE in cost and NO CHANGE in the % participation from the employees.

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 the recommendation of staff, Council hereby approves the new plan options for the 2026-2027 Fiscal Year with Texas Municipal League (TML) Intergovernmental Employee Benefits Pool related to the City's Group Health Insurance Coverage, as presented.

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

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

7. **Consider Resolution No. R-060826-3 of the City of Port Lavaca to authorize submission of a Texas Department of Transportation (TxDOT) Maritime Grant application. Presenter is Wayne Shaffer**

Motion made by Councilman District 1 Aguirre

WHEREAS, the Texas Department of Transportation has requested local governments to submit projects for funding assistance through the Seaport Connectivity Program, Maritime Infrastructure Program, and Ship Channel Improvement Revolving Fund should the 90th Legislature provide funding; and

WHEREAS, any funds received following recommendation by the Port Authority Advisory Committee and approval by the Texas Transportation Commission may be used as specified for a Maritime Infrastructure Program project supporting maritime port security, transportation, or facility projects whose eligibility is outline in Transportation Code Section 55.002 or a Seaport Connectivity Program project

supporting public roadway projects that enhance connectivity to Texas ports, including construction and construction related activities; and

WHEREAS, The City of Port Lavaca would be responsible for all non-reimbursable costs and one hundred percent (100%) of any costs exceeding the grant award amount, if any; and

WHEREAS, the City of Port Lavaca, with the full support and recommendation of its Port Commission, desires to improve the public safety, accessibility, environmental sustainability, and operational efficiency of the Public Dock area at the Harbor of Refuge Port Facility by replacing the unimproved dirt surface with heavy-duty asphalt pavement, capable of supporting vehicular, maintenance, operational and emergency access; and

WHEREAS, the proposed improvements will be constructed on land owned by the City of Port Lavaca and will reduce erosion, minimize sediment runoff to adjacent waterways, enhance public access to the public dock, and provide a durable, low-maintenance surface that supports long-term public use of the facility.

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

1. City Staff is hereby authorized to prepare and submit to the Texas Department of Transportation a funding assistance application for the project entitled "Harbor of Refuge Public Dock Improvements;"
2. City Council commits local matching funds up to twenty-five percent (25%) of the total grant award amount from the Ports and Harbors Fund, anticipated not to exceed \$325,000, and
3. City Council commits to advance the project if it is included in the 90TH Legislative Session Texas Port Mission Plan (PMP) and selected for funding;
4. City Council affirms that the City is willing and able to enter into an agreement with the Texas Department of Transportation by resolution or ordinance as required, should the project be selected for funding.

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

8. **Consider Second and Final reading of an Ordinance (S-3-26) of the City of Port Lavaca for amendment(s) to the Base Ordinance S-4-25 for 2025-2026 fiscal year budget; providing for Budget Amendment(s); providing for severability, providing a repealing clause; and providing an effective date. Presenter is Brittney Hogan**

Motion made by Councilwoman District 5 Bland-Stewart

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 (S-3-26) of the City of Port Lavaca for amendment(s) to the Base Ordinance S-4-25 for 2025-2026 fiscal year budget; providing for Budget Amendment(s), as presented.

Seconded by Councilman District 2 Dent

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

9. **Consider First reading of an Ordinance (G-7-26) of the City of Port Lavaca amending the Code of Ordinances, Appendix A - Fees, Rates and Changes; Chapter 24 Law Enforcement; and providing an effective date. Presenter is Karen Neal**

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 First reading of an Ordinance (G-7-26) of the City of Port Lavaca amending the Code of Ordinances, Appendix A - Fees, Rates and Changes; Chapter 24 Law Enforcement, as presented.

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,

Voting Nay:

Councilman District 6 Burke

10. **Consider First reading of an Ordinance (G-8-26) of the City of Port Lavaca amending the Code of Ordinances codified and described in the City of Port Lavaca's Code of Ordinances as Part I, Chapter 2 Administration, Article V Finance, Division 1 Generally, Sec. 2-126 Credit Card Convenience Fee; providing for purpose of ordinance, providing for severability; providing a repealing clause; and providing an effective date. 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 the recommendation of staff, Council hereby approves the First reading of an Ordinance (G-8-26) of the City of Port Lavaca amending the Code of Ordinances codified and described in the City of Port Lavaca's Code of Ordinances as Part I, Chapter 2 Administration, Article V Finance, Division 1 Generally, Sec. 2-126 Credit Card Convenience Fee, as presented.

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

11. **Consider award of construction contract for the Restoration of Restrooms project at the Nautical Landings Building. Presenter is Derrick Smith**

Development Services Director Smith informed Council that a plumbing leak was discovered within the men's restroom shower wall in October 2025. Subfloor blown-in foam insulation, which spanned underneath both restrooms, trapped the moisture and prevented the wood from drying. This resulted in severe dry rot throughout the decking and floor joists of both facilities. A subsequent inspection also revealed a compromised shower pan in the ladies' restroom. Consequently, a complete demolition of all fixtures, showers, and flooring was required, necessitating a full reconstruction.

The competitive bidding window closed at 2:00 p.m. on May 22, 2026. The city received three (3) bids and they are as follows:

- | | | |
|-------------------------|-----------------|-------------|
| • Barefoot Construction | Port Lavaca, TX | \$44,988.00 |
| • Wilson Construction | Port Lavaca, TX | \$49,300.00 |
| • Mancera Construction | Palacios, TX | \$55,564.77 |

While regular status updates have been provided during monthly Port Commission meetings, both staff and the Commission recognize the urgency of this replacement. To avoid a projected three-week project delay required for a formal Commission review and recommendation, Port Commission Chairman Raymond Butler authorized bypassing that step. This allowed the lowest qualified bid to be brought directly to City Council for immediate award and consideration.

The funds that will be used for this project are funds that we are repurposing, that were budgeted for the Harbor of Refuge Maintenance, which are not being used this year, and are available.

Staff recommends the Port Commission's recommendation for awarding the reconstruction of the Nautical Landings Building's restrooms to Barefoot Construction.

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 the recommendation of staff, Council hereby authorizes award of construction contract for the Restoration of Restrooms project at the Nautical Landings Building, to Barefoot Construction, Port Lavaca, TX, in the amount of \$44,988.00.

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

Seconded by Councilman District 6 Burke

Voting Yea:

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

12. **Consider authorizing City Manager to award a construction contract to replace storefront windows on the west side of City Hall up to a maximum dollar amount designated by Council. Presenter is Derrick Smith**

Development Services Director Smith informed Council that in Phase 2 of the city hall improvements, the decorative CMU wall and canopy were removed on the west side of the building parallel with N. Virginia Street. The canopy attached to the cover over the west exit and extended north attaching to the building towards Mahan Street. This resulted in the storefront windows being more exposed to the elements. The new landscaping designed for the project had a small flowerbed along the windows with a crushed granite trail running in a curved pattern.

The elevation from the bottom of the windows to the new sidewalk has very little fall. This resulted in water being trapped and ponding within the flowerbed during rain events. The water would leak into the offices and soak the carpet. This also resulted in damage to anything sitting on the floor close to the windows. Therefore, staff redesigned and installed a new flowerbed that prevented water from being trapped next to the windows.

I had a contractor look at repairing the lower section. He said that he did have concerns about the seal under the bottom framing and the condition of the framing itself. The existing framing and caulking are in poor condition and rainwater is infiltrating and getting into the newly improved offices. Also, the glass in the upper and lower portions have been damaged and need replacement.

The cost for replacement would include the following:

1. disconnecting circuits to the shutters
2. Removing the shutters
3. Removing a portion of the flooring and a couple of sections of ceiling grid
4. Removal of the storefront.
5. The rough opening measurement (The windows need to be removed for an accurate measurement. Plywood will be put back in its place while the frames are being built. This will take about a week.)
6. Storefront installation
7. Reinstall flooring and ceiling grid to new dimensions
8. Reinstall shutters
9. Restore power to the shutters

With the existing construction of the windows, the windstorm rating is 95 mph. The cost of the replacement would be roughly \$64,400.00. If a few more mullions were installed, the rating would increase to 120 mph. This would cost roughly \$68,250.00. The new storefront should take about 6 to 8 weeks to replace.

A windstorm engineer reviewed the plans for our existing shutters and he confirmed that they exceed 150 mph for impact and pressure (our current code requires 150 mph). If we were to go with impact resistant glass, it would be around 120 mph with the same size frames. The cost would increase by over \$10,000 and the lead time would be 10 to 12 weeks.

A shatter-resistant film can be installed after the windows are in place. The cost for the film is roughly \$50 to \$60 a square foot. A bullet-resistance film would be around \$120 a square foot. The new framing will be set further into the offices. This should reduce the amount of trim work that is needing to be done where the walls meet the windows.

The city had budgeted matching funds in the amount of \$78,523 for a grant application to have a generator installed at the Bauer Community Center for FY 2025-2026. Unfortunately, the city was not awarded the grant for this fiscal year. Staff is requesting that those funds be reallocated for the installation of new storefront windows at city hall this fiscal year. The city may be eligible to apply for the grant in FY 2026-2027. Funds can be rebudgeted for the following fiscal year.

It is staff's recommendation that we purchase the storefront windows rated at 120 mph at a cost of roughly \$68,250.00. With the existing shutter system, we will exceed the newly adopted windstorm requirements. And the new windows will help protect our improvements from further water damage. Therefore, it is staff recommendation that Council authorize the City Manager to award a construction contract not to exceed \$75,000 to replace the storefront windows on the west side of City Hall.

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 authorizes the City Manager to award a construction contract not to exceed \$75,000 to replace the storefront windows on the west side of City Hall.

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

Seconded by Councilman District 2 Dent

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 and take action on removal of Interim designation of City Manager. Presenter is Mayor De La Garza**

Mayor De La Garza presented a request to the City Council to remove the "Interim" designation from the current Interim City Manager's title and officially appoint them as the permanent City Manager for the City of Port Lavaca.

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, Council hereby removes the designation of "Interim" from the title of the current Interim City Manager, officially recognizing and appointing them as the permanent City Manager of the City of Port Lavaca.

Seconded by Councilwoman District 3 Rigby

Voting Yea:

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

Voting Nay:

Councilman District 2 Dent

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

City Attorney Odefey advised Council that Mayor De La Garza would recuse himself from this agenda item due to a conflict of interest under consanguinity guidelines, noting that candidate Mandy Grant is his aunt. Mayor Pro Tem Padron assumed the chair to preside over the item.

City Attorney Odefey noted that several candidates were present and referenced their resumes included in the council packet. She requested Council's preference regarding conducting the candidate discussion in open or executive session.

By consensus, Council elected to enter executive session. Councilman District 2 Dent volunteered to record the minutes of the closed proceedings.

Mayor Pro Tem Padron announced that Council would retire into closed session at 6:56 p.m.

Mayor Pro Tem Padron announced that Council was back in open session at 7:29 p.m. and Mayor De La Garza resumed the chair and presided over the remainder of the meeting.

Action taken with regard to matters in closed session:

Motion made by Councilman District 6 Burke

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

THAT, Council hereby appoints Mandy Grant, as Municipal Court Judge, to serve a term of two (2) years commencing on August 01, 2026, contingent upon retirement as City Secretary.

BE IT FURTHER RESOLVED, THAT, the compensation for the Municipal Court Judge position shall remain at the current established rate.

Seconded by Councilwoman District 5 Bland-Stewart

Voting Yea:

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

Voting Nay:

Councilman District 2 Dent

- 6:52 p.m. Paused for Recess;
- 6:54 p.m. Back from Recess;

15. **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 (Municipal Court Judge, if necessary)
- Section 551.087 Economic Development Negotiations

Mayor Pro Tem Padron announced that Council would retire into closed session at 6:56 p.m.

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

Mayor Pro Tem Padron announced that Council was back in open session at 7:29 p.m. and Mayor De La Garza resumed the chair and presided over the remainder of the meeting.

Mayor De La Garza announced Council was returning to agenda item #14 to take any action deemed necessary with regards to matters in closed session (*Consider appointment of a Municipal Court Judge in accordance with Section 6.03 of the City's Home Rule Charter to serve a new term of two (2) years and for Council to determine compensation*).

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

- Councilman District 1 Aguirre: work on Trinity Street wrapping up next week;
- Lester Contracting - La Salle Street, then will be moving to Western Heights (June 18);
- Councilwoman District 4 Padron (Mayor Pro Tem), work in that district will begin with water lines;
- Councilwoman District 5 Bland-Stewart, invited everyone to Juneteenth celebration (June 19-21) free event, listed events happening on different days;
- Mayor De La Garza announced training for himself and Councilwoman District 3 Rigby at end of July and August;
- Mayor De La Garza receiving large amount of training from Texas Emergency Management preparing for hurricane season;
- Mayor De La Garza will be out starting tomorrow morning;
- Councilman District 6 Burke asked about emergency cards and Mayor told him to get with Ladonna Thigpen at the Calhoun County Emergency Management office.

X. ADJOURNMENT

Mayor De La Garza asked for motion to adjourn.

Motion made by Councilman District 2 Dent

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

Meeting adjourned at 8:11 p.m.

These minutes were approved on July 13, 2026.

ATTEST:

Luis De La Garza, Mayor

Mandy Grant, City Secretary

COMMUNICATION

SUBJECT: Minutes of June 29, 2026 Special Meeting and Workshop Session

INFORMATION:



CITY COUNCIL SPECIAL/WORKSHOP MEETING

Monday, June 29, 2026 at 1:00 PM

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

MINUTES

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

On this the 29th day of June 2026, the City Council of the City of Port Lavaca, Texas, convened in a Special and Workshop session at 1:00 p.m. at the regular meeting place in Council Chambers at City Hall, 202 North Virginia Street, Port Lavaca, Texas, with the following members in attendance:

I. ROLL CALL AND CALL TO ORDER	at 1:01 p.m.
Luis De La Garza	Mayor
Daniel Aguirre	Councilman, District 1
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:

Tim Dent	Councilman, District 2
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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: Councilwoman District 5 Bland-Stewart

III. MEETING SAFETY BRIEFING:

- **911** Councilman District 1 Aguirre
- **AED** Councilman District 6 Burke
- **EVAC** Mayor De La Garza advised meet at Stop Sign across the Street
- **CPR** Fire Chief Joe Reyes
- **SAFETY** Mayor De La Garza, Hot outside

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(s) spoke:
 - Kevin Hermes, 222 Randle Street, Port Lavaca, TX, Voiced safety and nuisance concerns regarding the Rooster Bar, citing a recent indoor shooting, excessive noise, and improper trash disposal.

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

1. **Consider the proposed scope of the slope repair at 110 and 114 Harbor Drive West and authorize construction and engineering contracts for the work. Presenter is Wayne Shaffer**

Motion made by Councilman District 6 Burke

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

THAT, Council hereby approves the proposal submitted by Southern Gulf Solutions, LLC for slope repair services at 110 and 114 Harbor Drive West; and

BE IT FURTHER RESOLVED, THAT, Council authorizes the execution of associated construction and engineering contracts in an amount not to exceed \$74,442.71, subject to the property owners executing a cost-sharing agreement prepared by the City Attorney outlining the City's maximum financial contribution to the project.

Seconded by Councilwoman District 5 Bland-Stewart

Voting Yea:

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

2. **Consider the conceptual plan draft for the proposed development of the Regan Building, Faye Bauer Sterling Park, alley, and surrounding area prepared by Fisher Heck Architects. Presenter Jody Weaver**

City Manager Weaver presented a conceptual development plan for the Regan Building, Faye Bauer Sterling Park, the adjacent alley, and the surrounding area, as prepared by Fisher Heck Architects. City Manager Weaver noted that the estimated cost for building stabilization is approximately \$110,000.00.

An extensive discussion ensued among council members and staff regarding the merits and challenges of the proposal.

Motion made by Councilman District 6 Burke

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

THAT, Council hereby approves the conceptual plan draft for the proposed development of the Regan Building, Faye Bauer Sterling Park, alley, and surrounding area prepared by Fisher Heck Architects, as presented.

Motion died for lack of a second.

Mayor De La Garza announced this agenda item would be deferred for consideration at a future meeting.

VIII. ADJOURN SPECIAL MEETING

Mayor De La Garza announced adjournment of Special Meeting at 1:44 p.m.

CITY COUNCIL WORKSHOP

IX. CALL TO ORDER at 1:44 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. **Review and discuss the proposed Capital Improvement Plan (CIP) and other Plans for the 2026-2027 Fiscal Year budget. Presenter is Brittney Hogan**

Council discussed this agenda item.

No action necessary and none taken.

- 2:36 p.m. Paused for Recess;
- 2:42 p.m. Back from Recess;

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

- Mayor De La Garza congratulated Councilwoman District 5 Bland-Stewart for Juneteenth celebration. Moved celebration to the Bauer Center due to possible rain. Turned out great. Biggest event that brings in the most HOT funds;
- Smith Harbor is being cleaned up and looking the best;
- Summer concern, spraying for mosquitos;
- City Manager Weaver announced Motorcade, Historical Commission celebrating America's 250 years, Senator John Cornyn gave Mayor De La Garza a letter he will read at the motorcade;
- Fireworks for July 4 celebration will be on July 3;
- City Manager Weaver treated employees and their families to a movie at the Twin Dolphins Theatre;
- Safety meetings and luncheon for the employees;
- Finance Director Hogan: Safety meeting helps the city to be recognized and identified as a "Road Ready" city;
- Mayor De La Garza announced he added this section to allow members an opportunity to bring up issues or items they want to be added to upcoming agenda;
- Mayor De La Garza announced he will be out of town;
- Councilman District 6 Burke asked when Buc-ee's is closing and Public Works Director Shaffer told him that July 27, 2026 is the last day.

XIII. ADJOURN WORKSHOP

Mayor De La Garza asked for motion to adjourn.

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

Seconded by Councilwoman District 5 Bland-Stewart

Voting Yea:

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

Meeting adjourned at 3:48 p.m.

ATTEST:

Luis De La Garza, Mayor

Mandy Grant, City Secretary

COMMUNICATION

SUBJECT: Review of Credit Card Statement

INFORMATION:

Account Number : 5569 6345 5558 7698
Unique ID: XXXX XXXX XXXX 1588
CITY OF PORT LAVACA
Statement Date : 06-08-2026



Section VII. Item #C.

Page 1 of 4

Corporate Account Summary		Payment Information	
Previous Balance	\$8,605.77	Amount Due	\$10,476.15
Purchases and Other Charges	\$10,721.83	Payment due in accordance with your agreement with U.S. Bank.	
Cash Advances	\$0.00	QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE 1-800-344-5696	
Cash Advance Fees	\$0.00	To overnight or courier a payment, please send to:	
Late Payment Charges	\$0.00	Corporate Payment Systems	
Credits	\$245.68 CR	3180 Rider Trail S, Department 790428	
Payments	\$8,605.77 PY	Earth City, MO 63045-1518	
New Balance	\$10,476.15		
Disputed Amount	\$0.00		

Corporate Account Activity				
CITY OF PORT LAVACA			Total Corporate Activity	
Account Number: 5569 6345 5558 7698			\$8,605.77 CR	
Unique ID: XXXX XXXX XXXX 1588				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-11	05-11	75569636131613100022571	PAYMENT-THANK YOU Q	8,605.77 PY
New Activity				
POLICE DEPARTMENT		Purchases	\$805.21	Total Activity \$805.21
Account Number: 5569 6372 5237 7909		Cash Advances	\$0.00	
Unique ID: XXXX XXXX XXXX 6484		Cash Advances Fees	\$0.00	
		Credits	\$0.00 CR	
Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-13	05-11	85500396132900014132161	FBI LEEDA INC MALVERN PA	795.00
06-01	05-29	51742956150161291259031	IDENTOGO - TX FINGERPR BEDFORD MA	10.21
(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 001047615 001047615

Account Number: 5569 6345 5558 7698
Unique ID: XXXX XXXX XXXX 1588
Amount Due: \$10,476.15

Amount Enclosed \$

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

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

106481900348779 S 2
CITY OF PORT LAVACA
ATTN FINANCE DEPT.
202 N. VIRGINIA ST
PORT LAVACA TX 77979-3431

New Activity cont

MANDY GRANT	Purchases	\$1,467.88	Total Activity	\$1,369.70
Account Number: 5569 6372 9674 4908	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0699	Cash Advances Fees	\$0.00		
	Credits	\$98.18 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-13	05-12	55432866132202210909833	SQ *CHARLENE'S KITCHEN PORT LAVACA TX	98.18 CR
05-13	05-12	55432866132202152971460	SQ *THE DONUT PALACE PORT LAVACA TX	36.00
05-13	05-12	55432866132202152977699	SQ *THE DONUT PALACE PORT LAVACA TX	8.50
05-13	05-12	55432866132202195733273	SQ *CHARLENE'S KITCHEN PORT LAVACA TX	98.18
05-13	05-12	55432866132202281397009	SQ *CHARLENE'S KITCHEN PORT LAVACA TX	90.09
05-13	05-12	55432866132202286633978	SQ *CHARLENE'S KITCHEN PORT LAVACA TX	23.82
05-18	05-16	55432866136203446544440	TEXAS MUNICIPAL LEAGUE AUSTIN TX	45.00
05-25	05-22	52704876143436102341101	HOLIDAY INN EXPRESS BASTROP TX	570.58
			1875807 ARRIVAL:05-20-26	
06-01	05-29	82305096150500005745703	TMCEC AUSTIN TX	575.00
06-02	06-01	55500376152771642192368	TX SEC OF STATE AUSTIN TX	20.71

CYNTHIA HEYSQUIERDO	Purchases	\$367.86	Total Activity	\$367.86
Account Number: 5569 6373 1524 6885	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 2270	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-11	05-08	51043236128067696836590	PAYPAL *TECSERVICES 5126380595 TX	80.00
05-13	05-12	75418236132257532012874	SPRINKLERWAREHOUSE MCKINNEY TX	221.86
05-18	05-15	55432866135203223674825	SQ *THE DONUT PALACE PORT LAVACA TX	66.00

BRITTNEY HOGAN	Purchases	\$605.00	Total Activity	\$605.00
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
05-11	05-09	55432866129201040278455	TDEM - STATE OF TEXAS COLLEGE STATI TX	300.00
05-14	05-13	52653846133744066131830	BARCODES GROUP, INC. 8009963581 IL	185.00
05-22	05-22	55432866142205548402395	NCTCOG RPA TRAINING ARLINGTON TX	120.00

(transactions continued on next page)



CITY OF PORT LA
Account Number : 5569 6345 5558 7698
Unique ID: XXXX XXXX XXXX 1588
Statement Date : 06-08-2026

New Activity cont

JUAN LUNA	Purchases	\$160.82	Total Activity	\$160.82
Account Number: 5569 6373 9714 4966	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 9649	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-14	05-13	11636486134034000116879	MI TIERRA CAFE SAN ANTONIO TX	73.65
06-05	06-04	55500376155775217005324	TEXAS COMM FIRE PROT AUSTIN TX	87.17

KAREN NEAL	Purchases	\$2,155.90	Total Activity	\$2,155.90
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
05-11	05-08	55436876129261299397526	INN OF THE HILLS KERRVILLE TX	621.50
			11915 ARRIVAL:05-03-26	
05-25	05-22	55480776142220565101962	TAPEIT WEATHERFORD TX	350.00
05-26	05-26	87021306146500034580107	VICTORIA EC-INFINIUM VICTORIA TX	150.00
05-29	05-28	55309596149316161020384	MURPHY7204ATWALMART PORT LAVACA TX	71.98
06-02	06-01	55506296153772102327109	FUEL STOP PORT LAVACA TX	53.51
06-02	06-01	57540246152718454295410	VISTAPRINT 8662074955 MA	62.08
06-03	06-02	55506296154773288349353	FUEL STOP PORT LAVACA TX	51.83
06-04	06-02	85500396154900016338900	FBI LEEDA INC MALVERN PA	795.00

COLIN RANGNOW	Purchases	\$0.00	Total Activity	\$147.50 CR
Account Number: 5569 6372 3389 9344	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 4853	Cash Advances Fees	\$0.00		
	Credits	\$147.50 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-15	05-13	82117556134500037580021	TX POLICE CHIEFS ASSOC ELGIN TX	147.50 CR

JOE REYES	Purchases	\$221.45	Total Activity	\$221.45
Account Number: 5569 6374 3475 9214	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 2761	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-15	05-14	55436876134261348550292	QUALITY INNS SAN ANTONIO TX	60.40
			5110514121 ARRIVAL:05-12-26	
05-15	05-14	55436876134261348550318	QUALITY INNS SAN ANTONIO TX	60.40
			5110514121 ARRIVAL:05-12-26	
05-15	05-14	55436876134261348550326	QUALITY INNS SAN ANTONIO TX	60.40
			5110514121 ARRIVAL:05-12-26	
06-01	05-29	75428176150829200235814	BUTTER CHURN RESTAURAN ARANSAS PASS TX	40.25

WAYNE SHAFFER	Purchases	\$2,216.47	Total Activity	\$2,216.47
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
05-26	05-25	05436846146500196700879	DOMINO'S 6982 FT WORTH TX	45.40
05-27	05-26	02305376146300331118969	TST* SALATA - SUNDANCE FORT WORTH TX	38.33
05-27	05-26	55432866146207147254801	SQ *COMMERCE STREET PA FORT WORTH TX	20.00

(transactions continued on next page)

New Activity cont				
05-27	05-26	55436876147171477437937	OMNI FT WORTH STARBUCK FORT WORTH TX	6.98
05-28	05-27	02305376148600135723122	TST* SALATA - SUNDANCE FORT WORTH TX	17.13
05-28	05-26	55310206148438770369616	P.F.CHANG'S 9972 POS FT WORTH TX	47.79
05-28	05-27	55432866148207646172189	CFW COMMERCE ST GARAGE 817-392-7955 TX	20.00
05-28	05-27	55436876148171486429320	OMNI FT WORTH STARBUCK FORT WORTH TX	12.07
05-29	05-28	52704876149439447137048	CHEESECAKE FORT WORTH FORT WORTH TX	61.12
05-29	05-28	55432866149207992681964	CFW COMMERCE ST GARAGE 817-392-7955 TX	20.00
05-29	05-28	55436876149261490470920	OMNI FT WORTH STARBUCK FORT WORTH TX	6.98
05-29	05-27	85482986148980024264297	ISSTANBUL GRILL FORT WORTH TX	49.98
06-01	05-29	55432866150208380928583	CFW COMMERCE ST GARAGE 817-392-7955 TX	20.00
06-01	05-29	55432866150208648793415	TOWNEPLACE STES FT WTH FORT WORTH TX	918.77
			4G 829 ARRIVAL:05-25-26	
06-01	05-29	55432866150208648793423	TOWNEPLACE STES FT WTH FORT WORTH TX	918.77
			4G 829 ARRIVAL:05-25-26	
06-01	05-29	55436876150261503293240	OMNI FT WORTH STARBUCK FORT WORTH TX	13.15

DERRICK SMITH	Purchases	\$575.48	Total Activity	\$575.48
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
05-15	05-14	55432866134203020772674	APPLE.COM/BILL CUPERTINO CA	6.48
05-20	05-19	55546506139756472001041	SMARTSIGN BROOKLYN NY	220.00
06-08	06-05	82711166157500009563724	SP PLANETIZEN STORE LOS ANGELES CA	349.00

JODY WEAVER	Purchases	\$2,145.76	Total Activity	\$2,145.76
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
05-12	05-11	57540246131712761792959	EZCATER*SUBWAY 8004881803 MA	46.98
05-19	05-18	55432866138204441463147	UPS*BILLING CENTER ATLANTA GA	50.16
05-25	05-23	15270216143001149024092	GOOGLE ADS7496461576 MOUNTAIN VIEW CA	200.00
05-28	05-28	82117556148500006686688	CAMPGROUND LAUNCH NORWALK IA	1,800.00
06-02	06-01	15270216152001170202094	GOOGLE ADS7496461576 MOUNTAIN VIEW CA	48.62

Department: 00000 Total: \$10,476.15
 Division: 00000 Total: \$10,476.15

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

Section VII. Item #D.

To: Mayor and Members of the City Council
From: Brittney Hogan, Finance Director *BH*
Subject: FY 25-26 Financial Highlights through June 30, 2026
Date: July 8, 2026

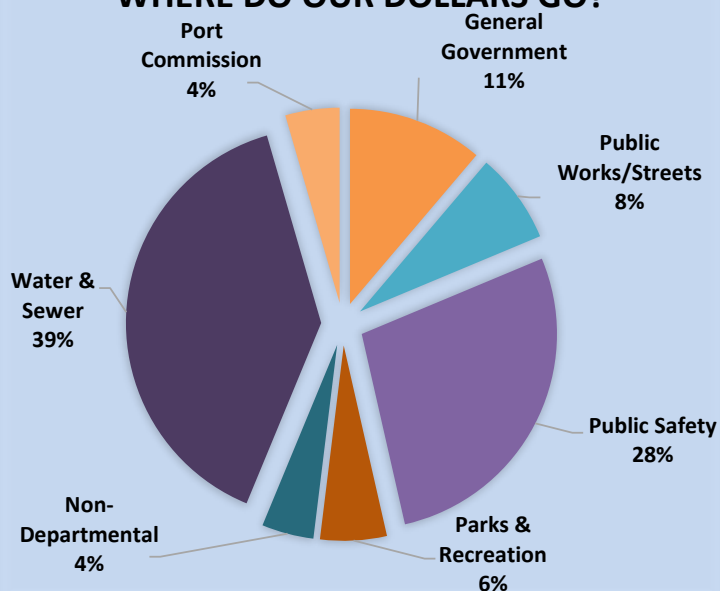
Revenue by Type

	Jun-26	Jun-25	Variance
Taxes	8,491,176	8,078,428	412,748
Licenses & Permits	106,337	243,059	(136,722)
Service Charges	68,068	60,202	7,866
Fines & Forfeitures	209,540	205,713	3,827
Other Revenue	1,423,915	237,358	1,186,557
Grants & Contributions	336,752	325,971	10,781
Intergovernmental	539,101	680,594	(141,493)
Total Revenue for Major Funds	11,174,888	9,831,325	1,343,563

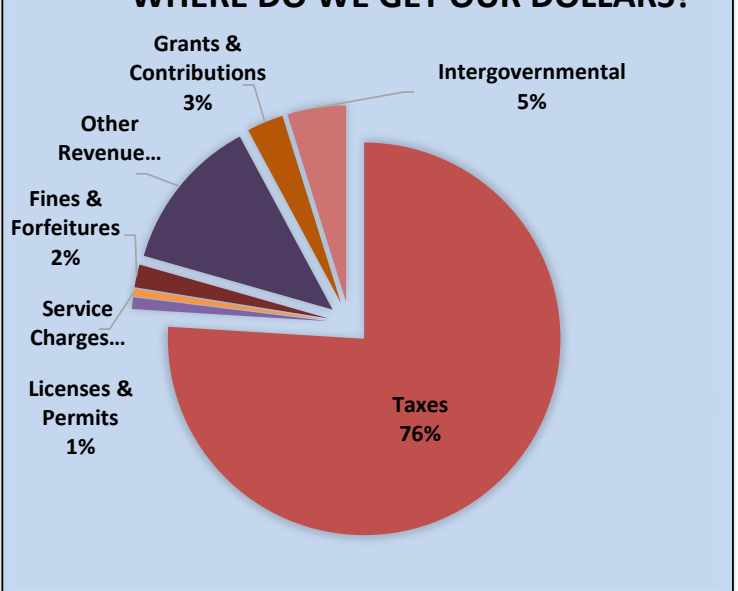
By Object (Operational Funds)

General Government	1,825,945	1,853,904	(27,959)
Public Works/Streets	1,221,143	1,597,638	(376,495)
Public Safety	4,520,827	4,000,870	519,957
Parks & Recreation	897,674	1,051,817	(154,144)
Non- Departmental	700,318	721,131	(20,814)
Water & Sewer	6,398,557	5,904,697	493,860
Port Commission	731,651	430,307	301,344
Total Expenditures	16,296,115	15,560,365	735,750

WHERE DO OUR DOLLARS GO?



WHERE DO WE GET OUR DOLLARS?





GENERAL FUND OVERVIEW

Revenue Highlights:

Property Tax collections, as reported by CCAD, are **\$6,139,706** for the year as of **May**. Collections in **FY 25-26** are **94%** of the total adjusted tax levy. Total current-year Property Taxes Outstanding as of **May** are **\$359,150**.

In the General Fund, revenues through **06/30/2026** total **\$11,174,888** or **89%** of budget. In addition:

- *Current Property Tax* collections through **June** are **\$5,372,659** for the year as of **June**. Collections in **FY 25-26** are **104%** of the budget.
- *Sales Tax* collections through **June** are **\$2,633,751** or **71%** of budget. Collections through **June** in **FY 24-25** were **\$2,686,554**.
- *Licenses & Permits* collections through **June** are **\$106,337** for the year, or **33%** of the budget. Collections through **June** in **FY 24-25** were **\$243,059**.
- *Bauer Center Rentals* through **June** are **\$60,390** or **60%** of the budget. Collections through **June** in **FY 24-25** were **\$56,460**.
- *Court Fine collections* through **June** are **\$68,474** for the year, or **57%** of the budget. Collections through **June** in **FY 24-25** were **\$79,615**.

Expenditure Highlights:

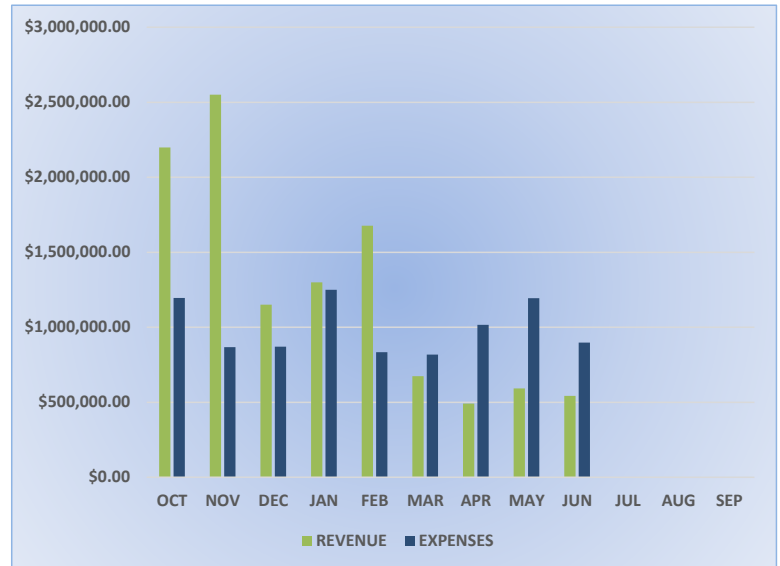
In the General Fund, expenditures through **06/30/2026** total **\$8,942,789** or **62%** of the budget. This places overall spending **below** budgeted benchmark. Budgets that are above the budget target are primarily due to the timing of payments and will presumably need a budget amendment:

- *Technology* - Technology expenditures reached **86%** of the annual budget. This variance is due to payments for yearly subscriptions for the fiscal year.
- *Non-Departmental* - Non-Departmental expenditures reached **81%** of the annual budget. This variance is due to contracted services for creation of TIRZ.
- *Human Resources* - Human resources expenditures reached **82%** of the annual budget. This variance is due to contracted services for police chief search assistance.
- *Police Department* - Police Department expenditures reached **76%** of the annual budget. This variance is due to purchases related to ammunition & other equipment.

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

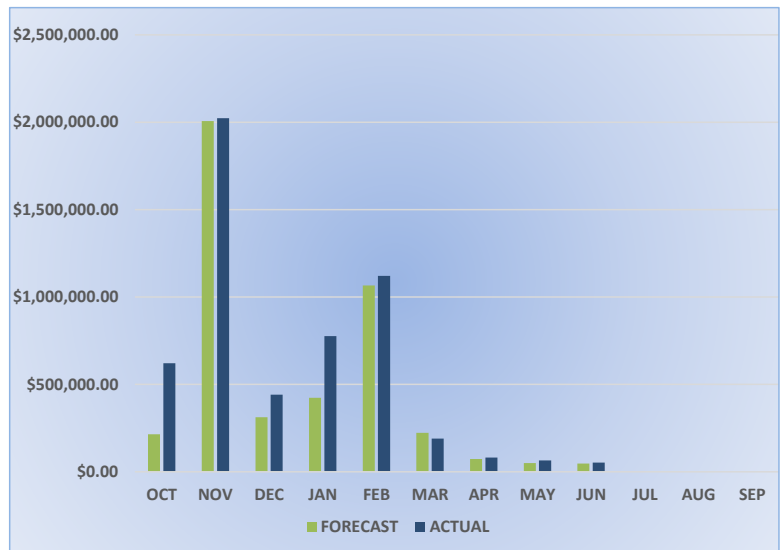
GENERAL FUND REVENUES VS EXPENSES FY 2026

<u>MONTH</u>	<u>2026 REVENUE</u>	<u>2026 EXPENSES</u>	<u>MONTHLY VARIANCE</u>
OCT	\$2,198,191.89	\$1,195,558.01	\$1,002,633.88
NOV	\$2,550,672.93	\$867,780.95	\$ 1,682,891.98
DEC	\$1,150,140.81	\$871,176.12	\$ 278,964.69
JAN	\$1,298,596.02	\$1,249,697.35	\$ 48,898.67
FEB	\$1,677,472.47	\$834,178.27	\$ 843,294.20
MAR	\$673,629.78	\$818,136.91	\$ (144,507.13)
APR	\$491,704.45	\$1,015,464.24	\$ (523,759.79)
MAY	\$592,448.68	\$1,193,120.90	\$ (600,672.22)
JUN	\$542,031.44	\$897,676.28	\$ (355,644.84)
JUL			\$ -
AUG			\$ -
SEP			\$ -
TOTAL	\$11,174,888.47	\$8,942,789.03	\$ 2,232,099



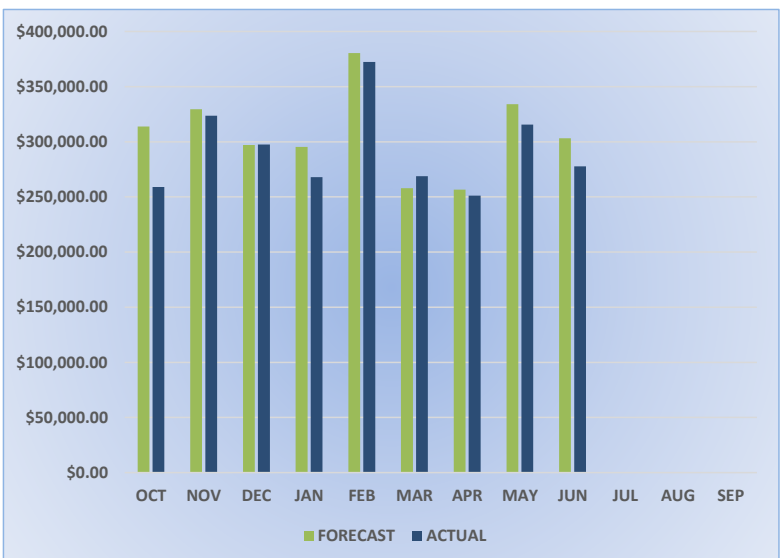
PROPERTY TAXES FY 2026

<u>MONTH</u>	<u>2026 FORECAST</u>	<u>2026 ACTUAL</u>	<u>MONTHLY VARIANCE</u>
OCT	\$214,607.05	\$621,098.09	\$ 406,491.04
NOV	\$2,006,746.06	\$2,022,772.25	\$ 16,026.19
DEC	\$312,223.83	\$441,847.54	\$ 129,623.71
JAN	\$423,557.57	\$775,742.88	\$ 352,185.31
FEB	\$1,065,927.10	\$1,121,516.60	\$ 55,589.50
MAR	\$222,554.30	\$190,164.63	\$ (32,389.67)
APR	\$73,340.09	\$81,767.61	\$ 8,427.52
MAY	\$50,027.49	\$65,272.84	\$ 15,245.35
JUN	\$47,216.80	\$52,476.51	\$ 5,259.71
JUL			\$ -
AUG			\$ -
SEP			\$ -
TOTAL	\$4,416,200.29	\$5,372,658.95	\$ 956,459



SALES TAX FY 2026

<u>MONTH</u>	<u>2026 FORECAST</u>	<u>2026 ACTUAL</u>	<u>MONTHLY VARIANCE</u>
OCT	\$313,902.16	\$259,004.13	\$ (54,898.03)
NOV	\$329,532.38	\$323,621.93	\$ (5,910.45)
DEC	\$296,979.33	\$297,572.96	\$ 593.63
JAN	\$295,269.56	\$267,963.56	\$ (27,306.00)
FEB	\$380,489.60	\$372,304.20	\$ (8,185.40)
MAR	\$257,909.43	\$268,821.95	\$ 10,912.52
APR	\$256,654.69	\$251,135.87	\$ (5,518.82)
MAY	\$334,140.18	\$315,636.27	\$ (18,503.91)
JUN	\$303,071.98	\$277,689.67	\$ (25,382.31)
JUL			\$ -
AUG			\$ -
SEP			\$ -
TOTAL	\$2,767,949.31	\$2,633,750.54	\$ (134,199)





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

Section VII. Item #D.

General Fund

Target Benchmark is 75%

	Jun-26			Jun-25		
	25-26 Budget	25-26 Adopted		24-25 Budget	24-25 Adopted	
	Actual YTD	Budget	%	Actual YTD	Budget	%
<u>Revenues</u>						
Taxes	8,491,176	9,554,538	89%	8,078,428	9,092,373	89%
Licenses and Permits	106,337	318,900	33%	243,059	268,410	91%
User and Svc Charges	68,068	116,000	59%	60,202	103,250	58%
Fines and Forfeitures	209,540	300,000	70%	205,713	294,000	70%
Other Revenue	1,423,915	421,450	338%	237,358	566,550	42%
Grant and Contribution	336,752	858,108	39%	325,971	520,120	63%
Intergovernmental Revenue	539,101	884,264	61%	680,594	1,567,641	43%
Total Revenue	\$ 11,174,888	\$ 12,453,260	89%	\$ 9,831,325	\$ 12,412,344	79%
<u>Expenditures</u>						
City Council	23,334	33,570	70%	23,994	30,884	78%
City Manager	276,809	1,177,883	24%	586,909	778,245	75%
City Secretary	172,373	241,760	71%	176,642	251,461	70%
Human Resource	85,250	103,781	82%	63,600	100,395	63%
Municipal Court	111,860	177,046	63%	134,996	177,937	76%
Technology	518,913	602,080	86%	442,383	510,222	87%
Finance	340,954	461,887	74%	283,586	405,888	70%
City Hall	296,453	495,568	60%	141,795	549,299	26%
Police	2,367,580	3,127,787	76%	2,104,772	2,898,150	73%
Fire	1,707,850	2,458,278	69%	1,480,992	2,149,964	69%
Animal Control	154,236	246,808	62%	159,353	256,834	62%
Code Enforcement/Inspect	291,161	498,366	58%	255,754	520,935	49%
Streets	1,221,143	2,220,730	55%	1,597,638	3,103,602	51%
Parks and Recreation	439,625	1,121,931	39%	692,056	881,503	79%
Bauer Center	234,931	492,784	48%	220,962	315,614	70%
Non-Departmental	700,318	866,817	81%	721,131	866,703	83%
Total Expenditures	\$ 8,942,789	\$ 14,327,076	62%	\$ 9,086,561	\$ 13,797,636	66%
Net Change in Fund Balance	\$ 2,232,100			\$744,764		
Fund Balance, Beginning	\$6,081,080					
Fund Balance, Ending	\$8,313,180					

Budgeted Fund Balance

Reserve at 180 Days \$6,021,481

Total Fund Balance in Days 249

* 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 **06/30/2026** total **\$6,136,667** or **69%** of budget. In addition:

- *Metered Water* sales through **June** are **\$2,406,914** or **64%** of budget. Collections through **June** in **FY 24-25** were **\$2,142,051**.
- *Residential Sewer* sales through **June** are **\$1,209,555**, or **74%** of the budget. Collections through **June** in **FY 24-25** were **\$1,207,122**.
- *Garbage Billings* through **June** are **\$774,213** or **73%** of the budget. Collections through **June** in **FY 24-25** were **\$759,904**.

Expenditure Highlights:

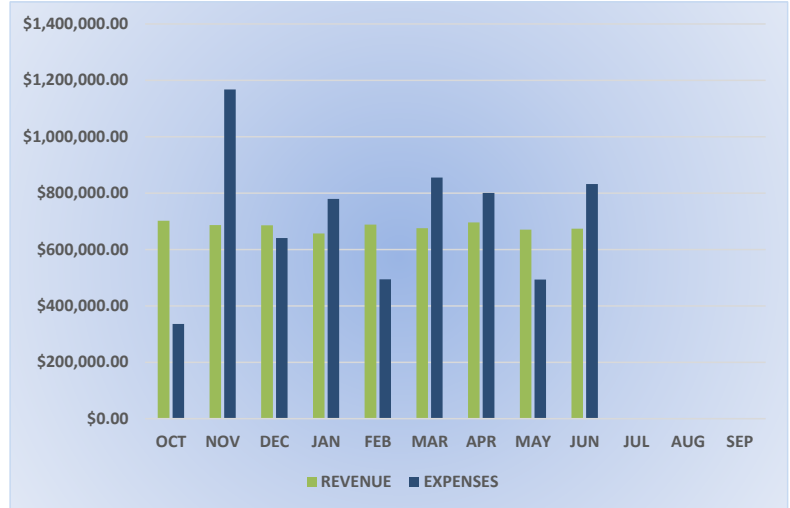
In the Public Utility Fund, expenditures through **06/30/2026** total **\$6,398,557** or **62%** of the budget. This places overall spending **below** budgeted benchmark. Budgets that are above the budget target are primarily due to the timing of payments and will presumably need a budget amendment:

- Technology - Technology expenditures reached **83%** of the annual budget. This variance is due to payments for yearly maintenance for Incode software for the fiscal year.

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

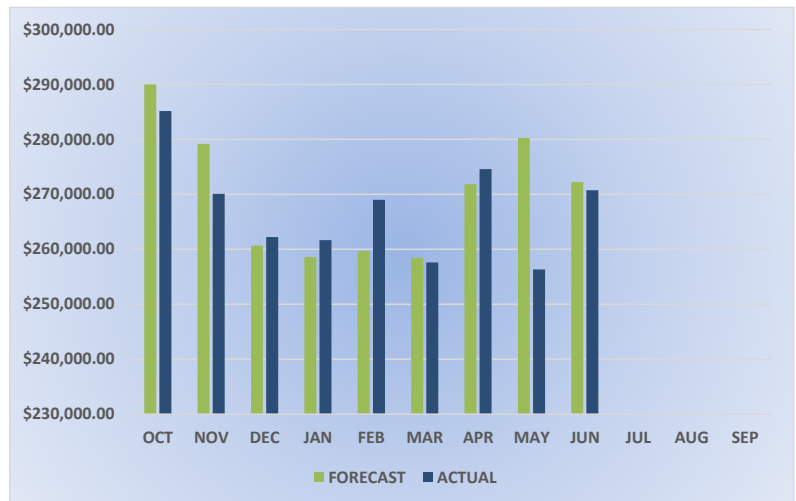
PUBLIC UTILITY FUND REVENUES VS EXPENSES FY 2026

<u>MONTH</u>	<u>2026 REVENUE</u>	<u>2026 EXPENSES</u>	<u>MONTHLY VARIANCE</u>
OCT	\$702,085.94	\$335,774.69	\$ 366,311.25
NOV	\$686,880.88	\$1,167,522.88	\$ (480,642.00)
DEC	\$686,230.95	\$640,312.89	\$ 45,918.06
JAN	\$656,679.06	\$779,677.87	\$ (122,998.81)
FEB	\$688,228.24	\$494,111.68	\$ 194,116.56
MAR	\$675,411.39	\$855,518.89	\$ (180,107.50)
APR	\$696,350.27	\$800,499.49	\$ (104,149.22)
MAY	\$670,622.86	\$493,192.28	\$ 177,430.58
JUN	\$674,177.01	\$831,946.57	\$ (157,769.56)
JUL			\$ -
AUG			\$ -
SEP			\$ -
TOTAL	\$6,136,666.60	\$6,398,557.24	\$ (261,891)



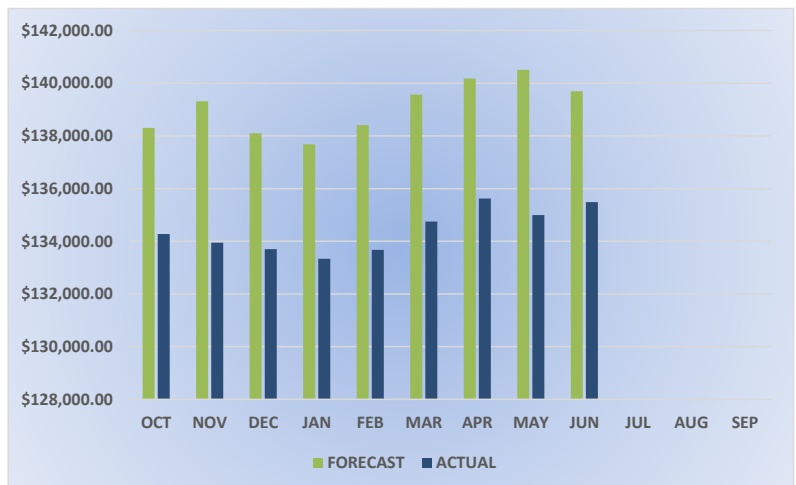
WATER REVENUES FY 2026

<u>MONTH</u>	<u>2026 FORECAST</u>	<u>2026 ACTUAL</u>	<u>MONTHLY VARIANCE</u>
OCT	\$289,992.54	\$285,159.97	\$ (4,832.57)
NOV	\$279,175.90	\$270,093.23	\$ (9,082.67)
DEC	\$260,637.04	\$262,209.75	\$ 1,572.71
JAN	\$258,612.45	\$261,635.12	\$ 3,022.67
FEB	\$259,627.94	\$268,969.97	\$ 9,342.03
MAR	\$258,477.86	\$257,613.99	\$ (863.87)
APR	\$271,819.16	\$274,578.94	\$ 2,759.78
MAY	\$280,234.98	\$256,346.82	\$ (23,888.16)
JUN	\$272,222.13	\$270,750.03	\$ (1,472.10)
JUL			\$ -
AUG			\$ -
SEP			\$ -
TOTAL	\$2,430,800.00	\$2,407,357.82	\$ (23,442.18)



SEWER REVENUES FY 2026

<u>MONTH</u>	<u>2026 FORECAST</u>	<u>2026 ACTUAL</u>	<u>MONTHLY VARIANCE</u>
OCT	\$138,304.28	\$134,270.99	\$ (4,033.29)
NOV	\$139,308.68	\$133,947.68	\$ (5,361.00)
DEC	\$138,102.28	\$133,703.17	\$ (4,399.11)
JAN	\$137,678.43	\$133,340.54	\$ (4,337.89)
FEB	\$138,407.68	\$133,674.12	\$ (4,733.56)
MAR	\$139,569.52	\$134,747.72	\$ (4,821.80)
APR	\$140,175.46	\$135,625.20	\$ (4,550.26)
MAY	\$140,508.82	\$134,990.93	\$ (5,517.89)
JUN	\$139,692.83	\$135,489.41	\$ (4,203.42)
JUL			\$ -
AUG			\$ -
SEP			\$ -
TOTAL	\$1,251,747.98	\$1,209,789.76	\$ (41,958.22)





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

Target Benchmark is 75%

	Jun-26			Jun-25		
	25-26 Budget Actual YTD	25-26 Adopted Budget	%	24-25 Budget Actual YTD	24-25 Adopted Budget	%
Revenues						
User and Svc Charges	5,885,588	8,495,251	69%	5,464,046	8,062,366	68%
Fines and Forfeitures	84,226	110,000	77%	91,233	100,000	91%
Other Revenue	166,852	264,703	63%	92,609	162,104	57%
Grant and Contribution	-	-	0%	-	-	0%
Total Revenue	\$ 6,136,667	\$ 8,869,954	69%	\$ 5,647,887	\$ 8,324,470	68%
Expenditures						
Technology	157,673	189,086	83%	122,127	165,923	74%
Billing	187,474	256,717	73%	325,647	454,960	72%
Maintenance	1,036,884	2,732,080	38%	1,022,054	1,591,350	64%
WWTP	618,817	1,021,753	61%	669,930	989,254	68%
Non-Departmental	4,397,710	6,088,194	72%	3,764,939	5,347,283	70%
Total Expenditures	\$ 6,398,557	\$ 10,287,830	62%	\$ 5,904,697	\$ 8,548,770	69%
Net Change in Fund Balance	\$ (261,891)			(\$256,809.87)		

* Expenditures do not include encumbrances



HOTEL OCCUPANCY TAX FUND OVERVIEW

Revenue Highlights:

In the HOT Fund, revenues as of **06/30/26** are **\$296,621** or **41%** of the budget. In addition:

1. *Hotel Occupancy Taxes through **June** are **\$247,598** or **35%** of the budget. Collection through **June FY 24-25** was **\$412,004**.*

Expenditure Highlights:

In the HOT Fund expenditures through **06/30/2026** total **\$631,950** or **72%** of budget. This places overall spending **below** the budgeted benchmark.

Budget Administration-Hotel Occupancy Tax Fund

Target Benchmark is 75%

	Jun-26			Jun-25		
	25-26 Budget	25-26 Adopted		24-25 Budget	24-25 Adopted	
	Actual YTD	Budget		Actual YTD	Budget	
Revenues						
Taxes	247,598	700,000	35%	412,004	600,000	69%
Other Revenue	49,024	15,000	327%	50,667	15,000	338%
Intergovernmental Revenue	-	-	0%	-	-	0%
Total Revenue	\$ 296,621	\$ 715,000	41%	\$ 462,671	\$ 615,000	75%
Expenditures						
Hotel Occupancy Tax	631,950	870,489	73%	564,328	785,214	72%
Total Expenditures	\$ 631,950	\$ 870,489	72%	\$ 564,328	\$ 785,214	72%
Net Change in Fund Balance	<u>(\$335,329)</u>			<u>(\$101,657)</u>		

* Expenditures do not include encumbrances



BEACH FUND OVERVIEW

Revenue Highlights:

In the Beach Fund, revenues as of **06/30/26** are **\$164,262** or **35%** of the budget. In addition:

1. *RV Rentals* through **June** are **\$66,357** or **53%** of the budget. Collections through **June** in **FY 24-25** were **\$57,426**.

Expenditure Highlights:

In the Beach Operating Fund expenditures through **06/30/2026** are **\$237,757** or **34%** of the budget. This places overall spending **below** the budgeted benchmark.

BEACH FUND REVENUES VS EXPENSES FY2026

<u>MONTH</u>	<u>2026 REVENUE</u>	<u>2026 EXPENSES</u>	<u>MONTHLY VARIANCE</u>
OCT	\$17,496.15	\$21,958.88	\$ (4,462.73)
NOV	\$11,402.53	\$14,737.67	\$ (3,335.14)
DEC	\$15,691.24	\$17,914.85	\$ (2,223.61)
JAN	\$12,495.63	\$12,550.99	\$ (55.36)
FEB	\$14,946.27	\$10,508.70	\$ 4,437.57
MAR	\$26,933.09	\$14,651.79	\$ 12,281.30
APR	\$16,473.90	\$14,539.77	\$ 1,934.13
MAY	\$21,994.14	\$112,731.57	\$ (90,737.43)
JUN	\$26,828.86	\$18,163.14	\$ 8,665.72
JUL			\$ -
AUG			\$ -
SEP			\$ -
TOTAL	<u>\$164,261.81</u>	<u>\$237,757.36</u>	<u>\$ (73,496)</u>





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 75%

	Jun-26			Jun-25		
	25-26 Budget	25-26 Adopted		24-25 Budget	24-25 Adopted	
	Actual YTD	Budget	%	Actual YTD	Budget	%
Revenues						
User and Svc Charges	144,203	190,000	76%	60,661	235,000	26%
Other Revenue	20,059	32,500	62%	21,417	32,500	66%
Intergovernmental Revenue	-	-	0%	-	-	0%
Grant & Contribution	-	237,000	0%	-	-	0%
Total Revenue	\$ 164,262	\$ 459,500	35%	\$ 82,078	\$ 267,500	31%
Expenditures						
Technology Services	14,640	-	0%	-	-	0%
Operations & Admin	223,117	693,777	32%	138,800	307,330	45%
Total Expenditures	\$ 237,757	\$ 693,777	34%	\$ 138,800	\$ 307,330	45%
Net Change in Fund Balance	(\$73,496)			(\$56,722)		

* 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 **06/30/2026** are **\$1,294,406** or **87%** of the budget. In addition:

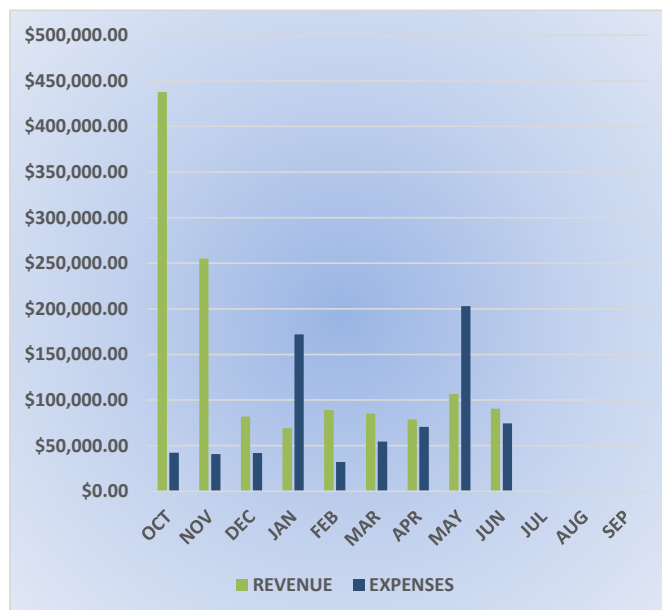
1. Dock Leases through **June** are **\$389,167** or **81%** of the budget. Collections through **June** in FY 24-25 were **\$372,233**.
2. Tariffs through **June** are **\$98,808** or **76%** of the budget. Collections through **June** FY 24-25 were **\$105,190**.
3. NL Building Lease through **June** is **\$74,193** or **77%** of the budget. Collections through **June** in FY 24-25 were **\$70,896**.

Expenditure Highlights:

In the Ports & Harbors Fund expenditures through **06/30/2026** are **\$731,651** or **42%** of the budget. This places overall spending **below** the budgeted benchmark.

PORTS AND HARBORS FUND REVENUES VS EXPENSES FY2026

<u>MONTH</u>	<u>2026 REVENUE</u>	<u>2026 EXPENSES</u>	<u>MONTHLY VARIANCE</u>
OCT	\$437,650.61	\$42,120.48	\$ 395,530.13
NOV	\$255,253.15	\$40,847.23	\$ 214,405.92
DEC	\$81,935.79	\$41,898.46	\$ 40,037.33
JAN	\$68,974.38	\$172,061.46	\$ (103,087.08)
FEB	\$88,994.17	\$31,985.15	\$ 57,009.02
MAR	\$85,233.63	\$54,625.15	\$ 30,608.48
APR	\$79,018.84	\$70,525.91	\$ 8,492.93
MAY	\$106,655.33	\$203,067.09	\$ (96,411.76)
JUN	\$90,690.10	\$74,520.45	\$ 16,169.65
JUL			\$ -
AUG			\$ -
SEP			\$ -
TOTAL	\$1,294,406.00	\$731,651.38	\$ 562,755





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 75%

	Jun-26			Jun-25		
	25-26 Budget Actual YTD	25-26 Adopted Budget	%	24-25 Budget Actual YTD	24-25 Adopted Budget	%
Revenues						
User and Svc Charges	660,796	792,072	83%	642,594	818,955	78%
Fines and Forfeitures	3,621	500	724%	590	500	118%
Other Revenue	24,013	35,500	68%	23,071	35,600	65%
Grant and Contribution	509,692	556,872	92%	30,200	550,000	5%
Intergovernmental Revenue	96,284	96,284	0%	116,184	116,184	0%
Total Revenue	\$ 1,294,406	\$ 1,481,228	87%	\$ 812,640	\$ 1,521,239	53%
Expenditures						
Technology	5,536	6,424	86%	3,698	1,422	260%
City Harbor	-	8,000	0%	3,475	7,000	50%
Harbor of Refuge	20,480	100,000	20%	10,000	200,000	5%
Smith Harbor	-	11,000	0%	4,875	11,000	44%
Nautical Landings Marina	3,691	18,000	21%	8,274	35,000	24%
Operations	701,945	1,585,137	44%	399,986	1,390,279	29%
Total Expenditures	\$ 731,651	\$ 1,728,561	42%	\$ 430,307	\$ 1,644,701	26%

Net Change in Fund Balance **\$562,755**

\$382,333

* 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

Section VII. Item #D.

FUND BALANCE SUMMARY (unaudited)

Fund	Beginning Fund Balance as of 10/01/2025	Revenue	Expense	Ending Fund Balance as of 06/30/2026	Target Unassigned Fund Balance	Variance
001 - GENERAL FUND	\$6,081,080	\$11,174,888	\$8,942,789	\$8,313,179	\$5,776,422	\$2,536,757
112 - JUVENILE CASE MANAGER	\$27,796	\$2,651	\$0	\$30,446		
136 - TCDP GRANT	\$107,907	\$109,525	\$157,426	\$60,006		
165 - HAZARD MITIGATION GRANT	\$1,204,277	\$0	\$0	\$1,204,277		
206 - FIXED ASSET REPLACEMENT	\$349,772	\$24,007	\$0	\$373,779		
222 - 2022 CO'S	\$233,121	\$144	\$219,240	\$14,025		
224 - 2024 CO'S	\$7,122,219	\$152,901	\$3,805,617	\$3,469,503		
214 - CDBG GRANT	(\$279,325)	\$1,709,991	\$1,329,476	\$101,191		
Total Major Governmental Funds	\$14,846,847	\$13,174,106	\$14,454,547	\$13,566,407		
101 - HOTEL OCCUPANCY TAX FUND	\$515,660	\$296,621	\$631,950	\$180,332	\$250,000	(\$69,668)
103 - POLICE FORFEITURES	\$19,321	\$295	\$0	\$19,615		
113 - BUILDING SECURITY	\$50,748	\$392	\$1,200	\$49,941		
114 - BLDG SECURITY & TECHNOLOGY	\$1,884	\$5,460	\$0	\$7,345		
125 - ECONOMIC DEVELOPMENT	\$12,300	\$54	\$0	\$12,355		
147 - HOME PROGRAM FUND	\$40,992	\$160,731	\$169,409	\$32,314		
158 - BULLETPROOF VEST GRANT	(\$39,919)	\$24,143	\$0	(\$15,776)		
160 - COURT TECHNOLOGY FUND	\$32,474	\$266	\$0	\$32,740		
175 - HURRICANE HARVEY	(\$395,714)	\$0	\$472	(\$396,186)		
201 - VETERANS MEMORIAL	\$25,448	\$2,072	\$2,611	\$24,909		
216 - ARPA/CLFRF GRANT	\$188,819	\$0	\$7,335	\$181,484		
220 - STREET CONSTRUCTION	\$304,197	\$5,974	\$3,589	\$306,582		
213 - RESTORE GRANT FUND	(\$1,594)	\$4,500	\$4,456	(\$1,550)		
310 - PC DEBT SERVICE	\$87,309	\$63,758	\$122,074	\$28,993		
315 - DEBT SERVICE	\$1,019,410	\$1,185,389	\$1,131,725	\$1,073,074		
321 - 2016 GO DEBT SERVICE	(\$2,076)	\$0	\$0	(\$2,076)		
322 - PC DEBT SERVICE	(\$6,967)	\$67,301	\$115,863	(\$55,529)		
704 - PARKS DONATION FUND	\$5,089	\$100	\$0	\$5,189		
Total Non-Major Governmental Funds	\$1,852,294	\$1,817,056	\$2,190,684	\$1,478,565		
162 - LHB DREDGING	\$88,890	\$11,701	\$23,247	\$77,344		
169 - MASS METER SWAP	\$970,253	\$0	\$0	\$970,253		
217 - UTILITY CONSTRUCTION	\$2,076,934	\$38,891	\$486,775	\$1,629,050		
501 - PUBLIC UTILITY FUND	\$9,157,064	\$6,136,667	\$6,398,557	\$8,895,173	\$2,477,834	\$6,417,339
503 - BEACH OPERATING FUND	\$3,317,279	\$164,262	\$237,757	\$3,243,783	\$87,889	\$3,155,894
504 - PORTS & HARBORS FUND	\$4,768,742	\$1,294,406	\$731,651	\$5,331,497	\$304,955	\$5,026,542
Total Enterprise Funds	\$17,243,085	\$7,595,334	\$7,367,966	\$17,470,453		
702 - FIREMANS RETIREMENT FUND	\$0	\$450	\$625	(\$175)		
706 - POLICE SEIZURE FUND	\$33,593	\$0	\$0	\$33,593		
Total Fiduciary Funds	\$33,593	\$450	\$625	\$33,418		
Grand Total All Funds	\$33,975,818	\$22,586,946	\$24,013,822	\$32,548,843		

COMMUNICATION

SUBJECT: Receive Employee Training Review Acknowledgment report ending 06.30.2026

INFORMATION:

DATE: 07/13/2026
TO: COUNCIL - REGULAR CITY COUNCIL MEETING
SUBJECT: TRAINING REVIEW AND ACKNOWLEDGEMENT FORMS

City Hall

Emp: Rachel Garza
Training Title: TML HR Supervisor Training & Civility in the Workplace
Date: June 2, 2026, and June 8, 2026

Emp: Brittney Hogan
Training Title: Property Tax Frontier Workshop
Date: June 12, 2026

Police Dept.

Emp: James Burris
Training Title: FBI Leeda Executive Leadership Institute
Date: 06/07/2026 – 06/12/2026



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: 1640 EMPLOYEE NAME: BRITTNEY HOGAN

DEPARTMENT: Finance TRAINING / CONFERENCE DATE(S): 06/11/2026

TRAINING/ CONFERENCE TITLE: PROPERTY TAX FRONTIER WORKSHOP

LOCATION: AUSTIN, TX

1. Purpose of Training/ Conference

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

TO UNDERSTAND THE CONCEPTS AND COMPLIANCE WHEN IT COMES TO CALCULATING THE PROPERTY TAX CALCULATION WORKSHEET WHICH IS DONE BY THE APPRAISAL DISTRICT EVERY YEAR. THIS ALLOWS CITIES TO UNDERSTAND EVERY LINE ITEM ON OUR TAX WORKSHEET TO BE ABLE TO QUESTION ANY DISCREPANCIES IF APPLICABLE OR UNDERSTOOD HOW ALL PROPERTY TAX RATES ARE CALCULATED.

2. Summary of Activities or Topics Covered

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

TAMING THE PROPERTY TAX FRONTIER WORKSHOP

3. Key Takeaways or Skills Learned

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

FULL TAX WORKSHEET WALKTHROUGH AND UNDERSTANDING WHAT EACH LINE ITEM IS AND WHO IS RESPONSIBLE FOR POPULATING THAT NUMBER WHETHER IT COMES FROM THE CITY OF CCAD. REQUIRED PUBLICATION REQUIREMENTS FOR PROPERTY TAX AND ANY UPDATED LEGISLATION REQUIREMENTS OR CHANGES.

EMPLOYEE SIGNATURE: Brittney Hogan DATE: 06/23/2026

DEPARTMENT HEAD SIGNATURE: [Signature] DATE: 6/23/2026

HR SIGNATURE: _____ DATE: _____



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: 2030 EMPLOYEE NAME: JAMES BURRIS
DEPARTMENT: Police TRAINING / CONFERENCE DATE(S): 6/17/26 - 6/18/26
TRAINING/ CONFERENCE TITLE: FBI LEEDA EXECUTIVE LEADERSHIP INSTITUTE
LOCATION: FORT WORTH POLICE DEPARTMENT (BOB BOLEN)

1. Purpose of Training/ Conference

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

Designed for executive level leadership in law enforcement to address and discuss the many facets that today's leadership encounter.

2. Summary of Activities or Topics Covered

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

Topics covered:
Police Leadership in the 21st Century
Building Trust & Procedural Justice
Strategic Planning
Employee Wellness and Officer Safety
Future Trends in Policing
The Personnel Crisis: Recruiting, Hiring and Retention
Emotional and Social Intelligence

3. Key Takeaways or Skills Learned

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

We must build a culture within our respective departments that exhibit current philosophy and best practices. This encompasses aspects such as strategic planning, looking at future trends, and addressing personnel acquisition in today's marketplace. This was an excellent course that our leadership needs to attend.

EMPLOYEE SIGNATURE: JAMES BURRIS
DEPARTMENT HEAD SIGNATURE: _____
HR SIGNATURE: _____

DATE: 06/25/2026

DATE: _____

DATE: _____

RECEIVED

JUN 25 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): 06/02/2026 / 06/06/2026
TRAINING/ CONFERENCE TITLE: TML CIVILITY IN THE WORKPLACE & HR SUPV.
LOCATION: CVB PORT LAVACA - CVB VICTORIA, TX

1. Purpose of Training/ Conference

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

Improve customer service, build employee morale, learn how to validate employee thoughts and feelings, identify "burn out" among employees.

2. Summary of Activities or Topics Covered

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

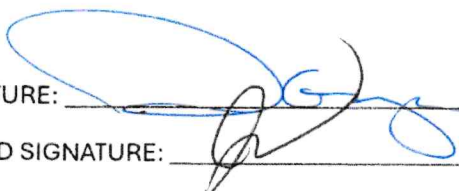
Think before replying.
Give Validation
Calling out and redirect bad behavior.
Harassment / Workplace Bullying
Workplace civility is the consistent practice of respect, courtesy, and professionalism in all interactions. Politeness, fostering a safe environment where all employees feel valued, respected, regardless of their rank or background.

3. Key Takeaways or Skills Learned

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

Effective Communication: Listening actively, acknowledging diverse perspectives, and offering constructive, non-hostile feedback.
• Common Courtesy: Simple acts like acknowledging an employees presence, saying "please" and "thank you," and making eye contact.
• Respecting Time & Space: Being punctual for meetings, remaining engaged (off devices) during discussions.
• Constructive Conflict: Approaching disagreements as opportunities for resolution rather than an excuse for personal attacks or passive-aggressive behavior.
The Be's - Be curious, Be Non-Judgmental, Be respectful, Be genuine.

For Supervisors: Set the standard for behavior; acknowledge power and privilege; equip people to navigate conflict; model accountability at every level, build a safe environment.

EMPLOYEE SIGNATURE:  DATE: 6-23-26
DEPARTMENT HEAD SIGNATURE:  DATE: 6/23/26
HR SIGNATURE: _____ DATE: RECEIVED
JUN 23 2026

COMMUNICATION

SUBJECT: Receive Office of Court Administrators (OCA) Monthly report ending 06.30.2026

INFORMATION:

OFFICE OF COURT ADMINISTRATION
TEXAS JUDICIAL COUNCIL



OFFICIAL MUNICIPAL COURT MONTHLY REPORT

Month JUNE Year 2026

Municipal Court for the City of PORT LAVACA

Presiding Judge RAYMOND B. PEREZ

If new, date assumed office _____

Court Mailing Address 202 N. VIRGINIA STREET

City PORT LAVACA, TX Zip 77979

Phone Number 361-552-9793

Fax Number 361-284-5588

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 7/1/2026 Phone Number 361-552-9793

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

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

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

CRIMINAL SECTION

Section VII. Item #F.

CRIMINAL SECTION

Court: City of Port Lavaca			Traffic Misdemeanors			Non-Traffic Misdemeanors		
Month	June	Year 2026	Non-Parking	Parking	City Ordinance	Penal Code	Other State Law	City Ordinance
1. Cases Pending First of Month			2,834	12	28	2,851	78	198
a. Active Cases			1,641	10	23	1,657	57	156
b. Inactive Cases			1,193	2	6	1,194	21	42
2. New Cases Filed During Month			51	0	0	28	2	1
3. Cases Reactivated			19	0	1	21	0	1
4. All Other Cases Added			0	0	0	0	0	0
5. Total Cases on Docket <i>(Sum of Lines 1a, 2, 3 & 4)</i>			1,711	10	23	1,706	59	158
6. Dispositions Prior to Court Appearance or Trial								
a. Uncontested Dispositions <i>(Disposed without appearance before a judge (CCP, Art. 27.14 (c)))</i>			0	0	0	9	0	0
b. Cases Dismissed by Prosecution			0	0	0	0	0	0
7. Final Dispositions in Open Court or at Trial								
a. Convictions								
1) Guilty Plea or Nolo Contendere			32	0	2	13	1	3
2) By the Court			0	0	0	0	0	0
3) By the Jury			0	0	0	0	0	0
b. Acquittals								
1) By the Court			0	0	0	0	0	0
2) By the Jury			0	0	0	0	0	0
c. Cases Dismissed by Prosecution			0	0	0	0	0	0
8. Compliance Dismissals								
a. After Driving Safety Course <i>(CCP, Art. 45.0511)</i>			3					
b. After Deferred Disposition <i>(CCP, Art. 45.051 or CCP, Art. 45.054)</i>			1	0	0	2	0	0
c. After Teen Court <i>(CCP, Art. 45.052)</i>			0	0	0	0	0	0
d. After Tobacco Awareness Course <i>(HSC, Sec. 161.253)</i>							0	
e. After Treatment for Chemical Dependency <i>(CCP, Art. 45.053 and HSC, Ch. 462)</i>						0	0	
f. After Proof of Financial Responsibility <i>(TC, Sec. 601.193)</i>			2					
g. All Other Transportation Code Dismissals			0	0	0	0	0	0
9. All Other Dispositions			0	0	0	0	0	0
10. Total Cases Disposed <i>(Sum of Lines 6, 7, 8 & 9)</i>			38	0	2	24	1	3
11. Placed on Inactive Status			39	0	0	38	1	1
12. Cases Pending End of Month			2,847	12	26	2,855	79	196
a. Active Cases <i>(Equals Line 5 minus the sum of Lines 10 & 11)</i>			1,634	10	21	1,644	57	154
b. Inactive Cases <i>(Equals Line 1b minus Line 3 plus Line 11)</i>			1,213	2	5	1,211	22	42
13. Show Cause and Other Required Hearings Held			5	0	0	1	0	0
14. Cases Appealed								
a. After Trial			0	0	0	0	0	0
b. Without Trial			0	0	0	0	0	0

CIVIL SECTION

Court CITY OF PORT LAVACA	
Month June Year 2026	TOTAL CASES
1. Cases Pending First of Month	316
a. Active Cases	314
b. Inactive Cases	2
2. New Cases Filed During Month	11
3. Cases Reactivated	0
4. All Other Cases Added	0
5. Total Cases on Docket (Sum of Lines 1a, 2, 3 & 4)	325
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	1
15. Cases Pending End of Month	327
a. Active Cases (Equals Line 5 minus the sum of Lines 13 & 14)	324
b. Inactive Cases (Equals Line 1b minus Line 3 plus Line 14)	3
16. Cases Appealed	
a. After Trial	0
b. Without Trial	0

JUVENILE/MINOR ACTIVITY

Section VII. Item #F.

JUVENILE/MINOR ACTIVITY

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

ADDITIONAL ACTIVITY

Section VII. Item #F.

Court: CITY OF PORT LAVACA		NUMBER GIVEN	NUMBER REQUESTS FOR COUNSEL
Month	Year		
June	2026		
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			44
b. Class A and B Misdemeanors			0
c. Felonies			0
3. Capiases Pro Fine Issued (CCP, Art. 45.045)			49
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			12
16. Cases in Which Fine and Court Costs Waived for Indigency (CCP, Art. 45.0491)			0
17. Amount of Fines and Court Costs Waived for Indigency (CCP, Art. 43.091)			\$0.00
18. Total Fines, Court Costs and Other Amounts Collected			
a. Retained by City			\$9,205.30
b. Remitted to State			\$4,837.50
c. Total			\$14,042.80

COMMUNICATION

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

INFORMATION:

VEDC Update for Port Lavaca JUNE 2026 RECAP Presented July

Residential

- All information for residential has been submitted to the developer. They are now doing their due diligence and plan for 2027.

Marketing

- VEDC staff is in the process of editing a new one-page marketing sheet, but is also working on a marketing brochure that will include a lot of information
- VEDC Staff to attend “Retail Live” tradeshow in September and will market Port Lavaca.

Business

- VEDC staff is working with an individual who is interested in purchasing commercial property and developing. We are working on ideas.
- VEDC staff is working on a calendar of workshops and will partner with SME’s to facilitate. Finding the best time and interest from business owners has been a challenge.
- The business workshop scheduled for June did not have any registrants.
- VEDC Staff to begin holding “Business Start Up” workshops.
- VEDC staff are attempting to obtain a business list from the Chamber, to ensure they are aware of services and opportunities, and find out what help they need.
- The Chamber directory list would also be used for business visits and business retention.

Attraction

- VEDC staff are still in discussion with a food/beverage business, as they have not made final decisions. This is still active. They haven’t said “no”.
- VEDC staff is marketing empty pad sites and keeps in contact with the developers.
- Based on Retail Leakage, Opportunity & Retail Recruitment, we will be targeting not only small manufacturing, (as it is not retail), but also retailers in categories of apparel, outdoor/marine, Restaurants (this will continue) and home, pet, beauty supply.

Other

- Port Lavaca is finally a Film Friendly Designated city! This will be included in all marketing as well. This has been reflected on the Port Lavaca Community Page as well as the VEDC news page.
- VEDC staff have scheduled meetings with the City Manager, to be recurring.
- 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.**

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

COMMUNICATION

SUBJECT: Receive Quarterly Public Works Report from 04.01.2026 to 06.30.2026

INFORMATION:

CITY OF PORT LAVACA, TEXAS

Public Works Department

Second Quarter (Q2) 2026 Consolidated Departmental Report

All Divisions Combined Report

Department-Wide Executive Summary

Reporting Period: April 1, 2026 – June 30, 2026 **Date:** July 1, 2026

- During Q2 FY2026 (April 1–June 30), all five divisions of the City of Port Lavaca Public Works Department operated effectively and in full compliance with established protocols, service standards, and regulatory requirements.
 - The department’s operational scope included water meter services; streets and drainage maintenance; water and wastewater utility repairs; full wastewater treatment plant operations; and maintenance of parks, recreational facilities, and public spaces.
 - Utility Division: Completed 63 service activities, including sewer complaint responses, water and sewer line repairs, hydrant repairs and replacements, and main line maintenance.
 - Streets Division: Conducted 15 citywide street sweeper runs, removing approximately 45 cubic yards of debris. Completed four major road rehabilitation and surface treatment projects on Saluria Street, Ashley Field (parking area), Wilson Park, and Newlin Street.
 - Wastewater Treatment Plant: Processed a total quarterly flow of 141.99 million gallons per day, maintained an average effluent dissolved oxygen level of 7.22 mg/L, and recorded improvements in Enterococcus monitoring results.
 - Parks & Facilities Division: Supported strong community engagement, with the Bauer Community Center hosting 51 events throughout the quarter.
 - Meter Services Division: Maintained consistent workload levels, completing approximately 100 tasks in each primary category, including meter and node replacements, leak checks, and new service installations.
 - The department remains committed to infrastructure reliability, regulatory compliance, community service, and responsible management of public assets.
 - As the department enters Q3 FY2026 (July 1–September 30), all divisions are positioned to continue progress in roadway improvements, utility system maintenance, wastewater treatment performance, facility enhancements, and metering system optimization.
-

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Division I — Streets Division

2.1 Executive Summary

During the second quarter of Fiscal Year 2026 (April 1 – June 30, 2026), the City of Port Lavaca Streets Division carried out a comprehensive slate of infrastructure maintenance and improvement activities at locations throughout the city. Work encompassed a broad array of operational categories, including road surface treatments (priming, seal coating, limestone base work, and zip/grading operations), concrete construction, pavement marking, drainage and ditch maintenance, stormwater management, pothole and patching repairs, vegetation and hazard removal, barricade and culvert replacement, and systematic street sweeping. The scope of this quarter's activities reflects the Division's commitment to delivering safe, serviceable, and well-maintained public infrastructure to the residents and visitors of Port Lavaca.

Among the most substantial undertakings this quarter were full road rehabilitation efforts on Saluria Street (126–139), parking area construction and improvement at Ashley Field, comprehensive surface treatment at Wilson Park, and road rehabilitation on Newlin Street — each involving multiple sequential operations from grading through final seal coat application. Concrete infrastructure was installed at Lighthouse Beach to support the city's security camera system, and pothole repairs were completed at more than twelve locations across the city to address road safety concerns in residential and commercial corridors alike.

The Division's street sweeping program remained active throughout Q2 2026, with the sweeper operating across all areas of the city. A total of fifteen (15) sweeper runs were completed during the quarter, resulting in the removal of approximately 45 cubic yards of accumulated dirt, dust, and debris — equivalent to 15 full loads. This proactive approach to stormwater conveyance and surface cleanliness is consistent with the Division's ongoing commitment to maintaining the city's infrastructure in a safe and serviceable condition, while supporting the long-term integrity of the drainage network.

Q2 2026 Street Sweeping Summary:

15 sweeper runs completed

|

15 full loads collected

|

Approximately 45 cubic yards of dirt, dust, and debris removed

|

All areas of the city covered

2.2 Work Completed by Category

2.2.1 Pavement Marking

- Painted street lines and stop lines on Tilley St

2.2.2 Pothole & Patching Repairs

- Added cold mix at George St and Half League intersection
- Pothole repairs completed at: 200 Holiday Ln; 1005 Schooley; Candlelight and Ridgecrest intersection; Ann St and Leona intersection; Seadrift St; Candlelight and Village intersection; Elmhurst Dr; Brookhollow Dr; Crockett St; 200 block MLK (Martin Luther King Blvd); 800 Colorado; 700 S San Antonio

2.2.3 Concrete Construction

- Constructed concrete pad at Lighthouse Beach for security camera installation

2.2.4 Road Surface Treatment & Stabilization — Saluria St (126–139)

- Zipped and added limestone on 126–139 Saluria St to build crown
- Primed and applied double seal coat on 126–139 Saluria St

2.2.5 Parking Area Improvements — Ashley Field

- Zipped parking area adjacent to Ashley Field
- Bladed and constructed reverse crown at parking lot adjacent to Ashley Field
- Primed and applied double seal coat to parking area adjacent to Ashley Field
- Painted parking lines at newly constructed parking area at Ashley Field

2.2.6 Road Surface Treatment — Wilson Park

- Zipped, graded, primed, and applied double seal coat at Wilson Park
- Crack sealed parking area at Wilson Park

2.2.7 Drainage & Ditch Maintenance

- Cleaned ditch adjacent to clinic on Newlin St

2.2.8 Road Rehabilitation — Newlin St

- Zipped Newlin St and added 17 dump truck loads of limestone
- Primed and seal coated half of Newlin St (toward Commerce St)

2.2.9 Vegetation & Hazard Removal

- Cut down hazard tree at S Ann St and Live Oak St intersection

2.2.10 Routine Maintenance

- Cleaned storm drains and cut grass as needed — citywide
- Replaced dead end barricade at end of E Chestnut St
- Replaced culvert pipe at 612 Randle St

2.2.11 Street Sweeping

- Sweeper operated in all areas of the city throughout Q2 2026
- Total: 15 sweeper runs — 15 loads collected
- Approximately 45 cubic yards of dirt, dust, and debris removed

2.3 Locations Summary Table

Location	Work Performed	Category
Tilley St	Painted street lines and stop lines	Pavement Marking
George St & Half League (intersection)	Added cold mix asphalt patching	Pothole & Patching
200 Holiday Ln	Pothole repair	Pothole & Patching
1005 Schooley	Pothole repair	Pothole & Patching
Candlelight & Ridgecrest (intersection)	Pothole repair	Pothole & Patching
Ann St & Leona (intersection)	Pothole repair	Pothole & Patching
Seadrift St	Pothole repair	Pothole & Patching
Candlelight & Village (intersection)	Pothole repair	Pothole & Patching
Elmhurst Dr	Pothole repair	Pothole & Patching
Brookhollow Dr	Pothole repair	Pothole & Patching
Crockett St	Pothole repair	Pothole & Patching
200 Block MLK (Martin Luther King Blvd)	Pothole repair	Pothole & Patching
800 Colorado	Pothole repair	Pothole & Patching
700 S San Antonio	Pothole repair	Pothole & Patching
Lighthouse Beach	Constructed concrete pad for security camera installation	Concrete Construction
Saluria St (126–139)	Zip, limestone crown build, prime, and double seal coat	Road Surface Treatment
Ashley Field (adjacent parking area)	Zip, blade, reverse crown, prime, double seal coat, paint parking lines	Parking Improvements
Wilson Park	Zip, grade, prime, double seal coat, crack seal parking area	Road Surface Treatment
Newlin St (ditch)	Cleaned ditch adjacent to clinic	Drainage & Ditch Maintenance
Newlin St (roadway)	Zip, 17 loads of limestone, prime and seal coat (half, toward Commerce St)	Road Rehabilitation
S Ann St & Live Oak St (intersection)	Removed hazard tree	Vegetation & Hazard Removal
E Chestnut St (end of street)	Replaced dead end barricade	Routine Maintenance

Location	Work Performed	Category
612 Randle St	Replaced culvert pipe	Routine Maintenance
Citywide	Storm drain cleaning, grass cutting, and street sweeping (15 runs — approx. 45 cu. yds.)	Routine Maintenance / Sweeping

2.4 Materials & Resources Summary

Material / Resource	Quantity / Notes	Locations Used
Cold Mix Asphalt	As needed	George St & Half League; 12+ pothole sites citywide
Limestone Base Material	17 dump truck loads (Newlin St); quantity unspecified (Saluria St)	126–139 Saluria St; Newlin St
Prime Coat	As needed (4 project sites)	Saluria St, Ashley Field, Wilson Park, Newlin St
Double Seal Coat	As needed (4 project sites)	Saluria St, Ashley Field, Wilson Park, Newlin St
Crack Sealant	As needed	Wilson Park parking area
Ready-Mix Concrete	As needed	Lighthouse Beach (camera pad)
Traffic / Pavement Paint	As needed	Tilley St (lines & stop lines); Ashley Field (parking lines)
Culvert Pipe	1 replacement	612 Randle St
Dead End Barricade	1 replacement	E Chestnut St (end of street)

2.5 Notable Accomplishments

- Saluria St Full Rehabilitation (126–139):** Completed a full road surface rehabilitation including zip operations, limestone crown construction, prime coat application, and double seal coat — delivering a significantly improved and stabilized road surface along this corridor.

- **Ashley Field Parking Area — Complete Facility Construction:** Successfully designed and delivered a complete, functional parking facility adjacent to Ashley Field, encompassing zip and blade operations, reverse crown construction, prime coat, double seal coat, and final parking line painting — providing a durable and well-marked parking area for park users.
- **Wilson Park Comprehensive Surface Treatment:** Wilson Park received a full sequence of surface treatment operations including zip/grading, priming, double seal coat, and crack sealing of the parking area — extending the serviceable life of the park's paved surfaces.
- **Newlin St Road Rehabilitation:** Half of Newlin St was rehabilitated with 17 dump truck loads of limestone base material followed by prime and seal coat treatment, materially improving road stability and drainage performance along this corridor.
- **Street Sweeping Program:** The sweeping program completed 15 runs across all city areas during the quarter, removing approximately 45 cubic yards of accumulated dirt, dust, and debris — improving stormwater conveyance capacity and roadway cleanliness citywide.
- **Lighthouse Beach Security Infrastructure:** A concrete equipment pad was constructed at Lighthouse Beach to support the city's security camera installation program, contributing directly to public safety improvements at a key community facility.
- **Citywide Pothole Response:** Pothole and patching repairs were completed at more than twelve (12) locations across Port Lavaca, spanning residential streets, major corridors, and key intersections — improving road safety and ride quality for residents.
- **Hazard Tree Removal:** A hazardous tree was safely removed at the S Ann St and Live Oak St intersection, eliminating a public safety risk and improving sight lines at this location.

2.6 Looking Ahead — Q3 2026

As the Streets Division transitions into the third quarter of 2026 (July 1 – September 30, 2026), the Division will continue to prioritize infrastructure maintenance, road safety improvements, and stormwater management across all areas of Port Lavaca. Planned activities will build upon the progress achieved in Q2, with ongoing attention to road surface rehabilitation, pothole response, drainage

maintenance, and routine citywide upkeep. The Division remains committed to delivering high-quality public works services in an efficient and responsive manner.

City leadership and Council members are encouraged to contact the Public Works Department with any questions, concerns, or service requests related to Streets Division operations. Staff are available to provide additional detail on any item contained within this report.

Division II — Water & Wastewater Utility Division

3.1 Executive Summary

The City of Port Lavaca Public Works – Utility Division completed a total of 63 discrete service activities during the Second Quarter of 2026, spanning the months of April, May, and June. These activities encompassed sewer complaint responses, water and sewer service line repairs, fire hydrant repairs and replacements, and main line repairs. The volume of work completed during this quarter reflects the Division's sustained commitment to maintaining the integrity and reliability of the city's utility infrastructure, as well as its responsiveness to the needs of Port Lavaca residents.

A notable trend observed throughout Q2 2026 was a consistent month-over-month increase in sewer complaints, rising from 10 in April to 12 in May and reaching 13 in June — representing a 30% increase over the course of the quarter. This upward trajectory warrants continued monitoring in subsequent quarters, as it may reflect seasonal service demands, aging infrastructure components, or an increase in residential and commercial utility stress during the warmer spring and early-summer months. The Utility Division responded to each complaint in accordance with established service protocols.

Across all activity categories, the team demonstrated effective operational coverage. Water service line repairs totaled 10 for the quarter, while main line repairs — which require greater crew resources and coordination — totaled 11, with notable activity peaks in April and June. The department's workforce maintained continuous service delivery through all three months, addressing infrastructure needs promptly and professionally. This report presents a full breakdown of monthly and quarterly activity data for review by City Council and departmental leadership.

Q2 2026 At a Glance

- 63 total service activities completed
- 35 sewer complaints addressed
- 11 main line repairs
- 10 water service line repairs

- 3 hydrant repairs / replacements

3.2 Monthly Activity Breakdown

April 2026

April was the most operationally diverse month of the quarter, with five distinct activity types recorded. Main line repairs and water service line repairs each reached their highest monthly volume during April, indicating a busy start to Q2 driven by post-winter infrastructure demands.

Activity Type	Count
Sewer Complaints	10
Water Service Line Repairs	5
Sewer Service Line Repairs	2
Hydrant Repairs	1
Main Line Repairs	5
APRIL TOTAL	23

May 2026

May saw a slight reduction in total activity volume compared to April, with four activity categories recorded. Sewer complaints continued to climb, and a hydrant replacement was completed — the first of two hydrant replacements recorded during the quarter.

Activity Type	Count
Sewer Complaints	12
Water Service Line Repairs	4
Hydrant Replacements	1
Main Line Repairs	2
MAY TOTAL	19

June 2026

June closed the quarter with the highest sewer complaint count of any month (13) and a resurgence in main line repair activity. A second hydrant replacement was performed, and sewer service line repairs recurred at the same level as April, indicating continued attention to the sanitary sewer network.

Activity Type	Count
Sewer Complaints	13
Sewer Service Line Repairs	2
Main Line Repairs	4
Water Service Line Repairs	1
Hydrant Replacements	1
JUNE TOTAL	21

3.3 Quarterly Summary Table

Activity Type	April	May	June	Q2 Total
Sewer Complaints	10	12	13	35
Water Service Line Repairs	5	4	1	10
Sewer Service Line Repairs	2	—	2	4
Hydrant Repairs / Replacements	1	1	1	3
Main Line Repairs	5	2	4	11
TOTAL	23	19	21	63

3.4 Observations & Trends

1. Sustained Increase in Sewer Complaints

Sewer complaints rose consistently throughout the quarter: 10 in April, 12 in May, and 13 in June — a total of 35 complaints for Q2. This month-over-month growth of approximately 10–15% per month may reflect seasonal factors such as elevated groundwater infiltration associated with spring rainfall and rising temperatures, increased residential and commercial activity during the warmer months, or indicators of accelerated wear in aging sanitary sewer infrastructure. It is recommended that this trend be tracked closely in Q3 2026 to determine whether the pattern persists, stabilizes, or reverses.

2. Main Line Repair Peaks in April and June

Main line repairs were most active at the beginning (April: 5) and end (June: 4) of the quarter, with a notable reduction in May (2). This pattern may suggest that significant main line issues were identified and addressed early in the quarter, followed by a mid-quarter stabilization period and a return of repair demand as summer conditions intensified in June. Main line repairs represent some of the most resource-intensive activities performed by the Utility Division, and the team's successful completion of 11 repairs over the quarter reflects strong operational capacity.

3. Consistent Hydrant Maintenance Across All Three Months

Hydrant maintenance activity was recorded in each month of the quarter — a repair in April, and replacements in both May and June — totaling 3 hydrant actions for Q2. This consistent cadence of hydrant servicing reflects proactive attention to fire suppression infrastructure readiness. The shift from repair (April) to replacement (May and June) may indicate that additional aging hydrant units were identified for full replacement during routine inspections.

4. Overall Activity Volume

The Utility Division completed a total of 63 service activities across Q2 2026. Activity was highest in April (23) and June (21), with May recording the lowest monthly total (19). Taken together, these numbers reflect a consistently active quarter with no significant gaps in service delivery. The breadth of activity categories addressed — spanning both water and sewer systems, and including both emergency-response work orders and proactive infrastructure maintenance — demonstrates the Division's full-spectrum operational readiness.

Division III — Wastewater Treatment Plant

4.1 Executive Summary

During the Second Quarter of 2026 (April 1 – June 30, 2026), the City of Port Lavaca Wastewater Department conducted routine and seasonal operations in accordance with established protocols and applicable regulatory requirements. Daily laboratory operations were maintained consistently throughout all three months of the quarter, and lift station inspections were performed on a regular basis across the department's full service area. Operational activities were carried out by departmental staff without significant interruption to service delivery or treatment performance.

The quarter recorded a cumulative total flow of 141.99 million gallons per day (MGD) across 106,943 total gallons processed at the plant. A total of 17.75 inches of rainfall was recorded for the quarter, with a notably elevated rainfall total of 10.25 inches in May — representing nearly five times the April total of 2.18 inches. This elevated precipitation in May and June correlated directly with increased influent flow volumes, which rose from 33.93 MGD in April to 56.33 MGD in June, a 66% increase over the three-month period. Average effluent dissolved oxygen (DO) remained stable across the quarter at 7.22 mg/L (ranging from 7.03 to 7.42 mg/L), indicating consistent and effective aeration performance throughout fluctuating flow conditions. Enterococcus (Enterococcus) readings showed a marked and favorable improvement, declining from 20.39 in April to 5.37 in May and 6.25 in June, reflecting improved effluent quality and effective biological treatment. Settleometer test results across all four treatment units demonstrated a progressive declining trend from April through June at both the 30-minute and 1-hour intervals — a trend that has been noted and will be monitored through the Third Quarter.

All departmental operations during Q2 2026 were conducted in full accordance with standard operating procedures and applicable state and federal regulatory requirements. The department continued proactive infrastructure maintenance efforts, including the initiation and continuation of manual bar screen cleaning in response to increased operational demands associated with elevated rainfall and influent volumes. No reportable compliance violations or significant operational failures occurred during the quarter. The department remains committed to the reliable and responsible treatment of wastewater in service to the citizens of Port Lavaca.

Q2 2026 Plant Highlights:

141.99 MGD total flow processed

17.75 in. total rainfall

Avg. Effluent DO: 7.22 mg/L

Entero improved from 20.39 (Apr) to 5.37 (May)

No compliance violations

4.2 Monthly Operations Summary

April 2026

The Wastewater Department performed the following operational activities:

- Daily Lab Operations
- Lift Station Inspections
- Maintenance of the Plant
- Dipped the Lift Stations

May 2026

The Wastewater Department performed the following operational activities:

- Daily Lab Operations
- Lift Station Inspections
- Quarterly Bio Samples
- Mowed the Lift Stations
- Initiated Manual Cleaning of the Bar Screen
- Dipped the Lift Stations

June 2026

The Wastewater Department performed the following operational activities:

- Daily Lab Operations
- Lift Station Inspections
- Continued Manual Cleaning of the Bar Screen
- Mowed the Lift Stations and Plant
- Dipped the Lift Stations

4.3 Plant Performance Data

4.3A — Monthly Flow and Environmental Metrics

Metric	April	May	June	Q2 Total / Avg
Total Flow (MGD)	33.93	51.73	56.33	141.99
Total Flow (GPM)	27,776	40,932	38,235	106,943
Total Rainfall (in)	2.18	10.25	5.32	17.75
Avg Effluent DO (mg/L)	7.22	7.42	7.03	7.22
Avg Entero Reading	20.39	5.37	6.25	10.67

Note: Q2 Total/Avg column reflects cumulative totals for flow and rainfall metrics, and arithmetic mean for DO and Entero readings.

4.3B — Monthly Average Settleometer Results (mL/L)

Tank	April 30 min	April 1 hr	May 30 min	May 1 hr	June 30 min	June 1 hr
Aeration 3	885.6	784.0	783.5	661.2	716.0	570.6
Contact	882.6	774.3	792.2	673.8	717.0	577.3
Digester 1	933.0	867.0	855.4	726.7	732.0	573.0
Digester 2	883.0	777.0	773.5	604.1	603.6	465.0

Note: All settleometer values expressed in mL/L. Lower values indicate improved settling performance.

4.4 Key Observations and Notes

1. Flow Volume Increase

Total monthly flow increased substantially from April (33.93 MGD) to June (56.33 MGD), representing a 66% increase over the quarter. This trend correlates directly with elevated rainfall recorded in May and June and is consistent with the expected hydraulic response of the collection system to wet-weather conditions.

2. Rainfall Impact

May recorded the highest rainfall total of the quarter at 10.25 inches — nearly five times April's total of 2.18 inches — contributing to significantly elevated flow volumes and increased gallons per minute (GPM) throughput at the plant. Rainfall returned to a moderate level in June at 5.32 inches.

3. Effluent Dissolved Oxygen

Average effluent dissolved oxygen remained stable across the quarter, ranging from 7.03 mg/L in June to 7.42 mg/L in May, with a quarterly average of 7.22 mg/L. These values indicate consistent aeration performance and effective oxygen transfer throughout elevated-flow conditions.

4. Entero Reading Improvement

Enterococcus readings declined sharply from April (20.39) to May (5.37) and remained low in June (6.25), reflecting improved effluent quality and effective biological treatment across the quarter. This trend is a positive indicator of treatment process performance.

5. Settleometer Trend

Settleometer readings across all four treatment units — Aeration 3, Contact, Digester 1, and Digester 2 — showed a consistent declining trend from April through June at both the 30-minute and 1-hour intervals. While lower values indicate improved settling performance, the progressive nature of this trend warrants continued monitoring during Q3 2026 to assess whether operational adjustments may be warranted.

6. Bar Screen Maintenance

Manual cleaning of the bar screen was initiated in May and continued through June due to aging and equipment that had reached end of life. Parts are anticipated to arrive anywhere from mid-July to mid-august.

7. Quarterly Bio Samples

Quarterly biological samples were collected in May as required by standard regulatory protocols. Results are to be reported through the appropriate compliance channels and retained in the department's records for the applicable reporting period.

Division IV — Parks & Facilities

5.1 Executive Summary

The City of Port Lavaca Parks Department completed a productive and successful second quarter, spanning April 1 through June 30, 2026. During this period, department staff carried out significant maintenance operations, facility infrastructure repairs, and targeted improvements across multiple parks, recreational facilities, and public spaces throughout the city. The department also provided direct support for two major community events — Birding Fest and Super Fun Day — reinforcing its commitment to enhancing the quality of life for Port Lavaca residents and visitors alike. Through the dedicated efforts of Parks Department staff, all public spaces under the department's care were maintained to a standard that ensures safety, cleanliness, and a welcoming environment for the entire community.

5.2 Citywide Maintenance

5.2.1 Bathroom & Grounds Maintenance

Parks Department staff maintained all public bathrooms and grounds throughout the city, including facilities at City Hall, on a routine and consistent basis throughout the second quarter. Scheduled cleaning, inspection, and upkeep activities were performed at each location to uphold established sanitation and safety standards.

Ongoing Service Note:

This ongoing, citywide maintenance effort is essential to ensuring that public restrooms and grounds remain clean, safe, and accessible for all residents, visitors, and city employees throughout the year.

5.3 Bauer Community Center

5.3.1 Bird Installation for Birding Fest

In preparation for the annual Birding Fest event, Parks Department staff retrieved a decorative bird display installation from storage and hung it at the Bauer Community Center. The installation remained in place throughout the duration of Birding Fest, enhancing the visual character of the facility and contributing to the overall visitor experience during the event. This effort reflects the department's active role in supporting Port Lavaca's established community events and cultural programming.

5.3.2 Bauer Community Center Event Activity

The Bauer Community Center continued to serve as an active hub for community programming and gatherings throughout the second quarter. The table below summarizes monthly event activity at the facility for Q2 2026:

Month	Events Held
April 2026	14
May 2026	23
June 2026	14
Q2 2026 Total	51

The Bauer Community Center hosted a total of 51 events during the second quarter of 2026, reflecting strong and continued community engagement and demonstrating consistent utilization of the facility as a vital public resource for Port Lavaca residents.

5.4 City Pool

5.4.1 Pool Repainting

Parks Department staff initiated the repainting of the City pool during the second quarter. This planned improvement addresses the facility's aesthetic condition and contributes to the long-term preservation and structural longevity of the pool surface. Work on this project continued in accordance with the department's facility improvement schedule.

5.4.2 Plumbing Inspection

Staff conducted a thorough plumbing inspection of the bathrooms and pool pump area at the City pool facility. The inspection was performed to verify proper operational function of all plumbing systems and to identify any issues or areas requiring corrective attention, ensuring the continued reliability and safety of pool support infrastructure.

5.5 Lighthouse Beach Park

5.5.1 Pavilion Pressure Washing — Super Fun Day Preparation

In advance of the community's Super Fun Day event, Parks Department staff pressure washed the pavilion at Lighthouse Beach Park (LHB). This preparatory work ensured that the pavilion provided a clean, presentable, and safe environment for participants and attendees of the community event, reflecting the department's commitment to event readiness and public facility standards.

5.5.2 Boat Ramp Repairs

Following storm damage to the Lighthouse Beach boat ramp, Parks Department staff replaced several deteriorated planks to restore the structure to a safe and fully functional condition. This repair work ensures that the boat ramp continues to provide safe and reliable public access to the waterway for Port Lavaca residents and watercraft users.

5.5.3 Pier Safety Maintenance

Staff addressed a safety hazard at the Lighthouse Beach pier by resetting protruding screws identified along the structure. This corrective maintenance eliminates a potential source of injury to members of the public and upholds the department's standard of proactive safety management at all park facilities.

5.5.4 Splashpad Shade Structure Replacement

The shade structure (shade trap) at the Lighthouse Beach splashpad was replaced during the second quarter. The replacement provides adequate sun protection for splashpad visitors, with particular benefit to children and families utilizing the facility during the summer season. This improvement supports the health and comfort of all splashpad users throughout periods of peak activity.

5.6 Bayfront Park

5.6.1 Playground Surface Repair

Parks Department staff completed repairs to damaged Poured-In-Place (PIP) rubber surfacing at the Bayfront Park playground. PIP rubber surfacing functions as a critical safety fall-protection surface, designed to reduce the risk and severity of injuries from falls on playground equipment. The completed repair work restores the playground to full safety compliance and returns the play area to a condition that is safe, functional, and accessible for children and families in the community.

Safety Note:

Poured-In-Place (PIP) rubber surfacing is a safety-critical material required for fall protection compliance at public playgrounds. Timely repair of damaged surfacing is essential to maintaining playground safety standards and minimizing liability for the City.

5.7 Looking Ahead — Third Quarter 2026

The Parks Department remains firmly committed to maintaining and continuously improving all City parks, recreational facilities, and public spaces throughout Port Lavaca in the quarters ahead. Staff will continue to actively monitor infrastructure conditions across all facilities and address identified maintenance and repair needs in a timely manner to ensure ongoing safety and accessibility for the public. The department looks forward to supporting continued community programming and events throughout the Third Quarter of Fiscal Year 2026.

Division V — Meter Services (Water Distribution)

6.1 Executive Summary

The second quarter of fiscal year 2026 represented a productive and operationally sound period for the Water Distribution Meter Services Division of the City of Port Lavaca Public Works Department. Across all primary task categories — including meter and node replacements, zone disconnect and reconnect cycles, leak checks, new service installations, and account finalization — the division maintained a workload volume of approximately 100 units per category, reflecting sustained demand and consistent execution by field and administrative staff. All major service level targets were met or exceeded during the quarter, and no material gaps in monitoring or documentation were identified.

A cornerstone of the division's operational effectiveness during Q2 2026 was the continuity of daily diagnostic monitoring within the Advanced Metering Infrastructure (AMI) system. Each business day, technicians reviewed unread meter alerts, endpoint fault codes, and fixed-network tower health indicators to ensure the integrity of the city's metering network. This proactive approach enabled early identification of equipment failures and potential customer-side leaks, frequently allowing issues to be resolved before they escalated into service disruptions or billing discrepancies. The discipline maintained in daily diagnostics directly supported both system reliability and the quality of service delivered to Port Lavaca utility customers.

The division also successfully managed its ongoing Return Merchandise Authorization (RMA) coordination with Mueller Systems throughout the quarter. Defective meters and endpoints identified through field operations and diagnostic review were packaged, shipped, and tracked in accordance with established RMA procedures, and replacement units were received, inspected, and incorporated into city inventory without delay. This efficient management of the RMA pipeline helped control equipment costs and ensured that replacement stock remained available to support the continued pace of meter swap operations. Collectively, the accomplishments of Q2 2026 affirm the division's commitment to infrastructure reliability, regulatory compliance, and responsive customer service.

6.2 Operational Metrics Summary

Task Category	Quarterly Volume	Notes
Meter & Node Swaps	~100 units	Full AMI/AMR equipment replacement and commissioning in Mueller system
Zone Disconnects & Reconnects	~9 cycles (3/month)	Coordinated with billing; accounts finalized within 2 business days of service change
Leak Checks Performed	~100 checks	Included gasket and curb stop replacements as needed; all repairs documented
Finalized Accounts	~100 accounts	Accounts closed, final reads verified, and processed in billing system
New Service Installations	~100 installations	Meter sets for new utility accounts and development connections; activated in billing and Mueller AMI portals
Daily Diagnostic Reviews	Daily (recurring)	Unread alerts, meter fault codes, and tower/network diagnostics reviewed each business day
RMA Shipments Managed	Ongoing	Defective equipment returned to Mueller Systems; replacements received and inventoried

6.3 Meter & Node Swaps

Meter and node swap operations during Q2 2026 were initiated through a structured workflow beginning with the identification of failing or flagged equipment within the Mueller AMI diagnostic platform. Meters generating persistent fault codes, exhibiting communication failures, reporting low battery conditions, or flagged by tamper alerts were prioritized for physical inspection and replacement. Technicians cross-referenced diagnostic data with field observations to confirm equipment status and schedule swap appointments in coordination with customer accounts and billing records. The scheduling process was designed to minimize service interruptions while ensuring that priority replacements triggered by diagnostic alerts were completed in a timely manner.

Approximately 100 meter and node swaps were completed during the quarter, reflecting a combination of routine lifecycle replacements for aging AMI/AMR units and expedited swaps driven by active fault conditions identified through daily monitoring. Upon physical installation, each replacement meter and endpoint was commissioned within the Mueller system, assigned to the appropriate account, and verified for proper data transmission before the work order was closed. Post-installation quality checks confirmed signal registration, accurate meter reads, and correct account linkage. All swap records were maintained in the work order system to provide a complete audit trail for each replaced unit.

6.4 Zone Disconnects & Reconnects

During Q2 2026, the Meter Services Division completed three zone disconnect and reconnect cycles per month, totaling nine cycles across the quarter. These service changes require precise coordination between field technicians and the billing department to ensure that all utility accounts associated with affected service zones are identified, updated, and processed accurately. Each cycle involved physical disconnection or reconnection of service at designated meter locations within the designated zone, followed by immediate communication to billing staff to initiate account status changes. Accounts were consistently finalized within the two-business-day target established by departmental service standards.

Accurate field documentation was critical to the success of each disconnect and reconnect cycle. Technicians recorded meter readings at the time of service change, confirmed the status of curb stops and meter hardware, and submitted completed documentation to the billing department without delay. Timely system updates ensured that final reads were captured correctly and that account records reflected the actual dates of service change, preventing billing discrepancies and supporting a clean audit trail for each affected account. No cycles during the quarter resulted in unresolved account statuses or missed finalization deadlines.

6.5 Leak Checks & Field Repairs

The division conducted approximately 100 leak checks during Q2 2026 in response to a combination of high-consumption alerts generated by the AMI system, direct reports from utility customers, and field observations made by technicians in the course of routine service activities. High-consumption flags in the Mueller diagnostic platform allowed technicians to pinpoint accounts with abnormal usage patterns and prioritize field visits accordingly. Upon arrival at each site, technicians performed systematic checks

of the meter, meter box, service line, and associated hardware to determine the source and severity of any identified leak or suspected water loss.

The most frequently performed field repairs during the quarter were gasket replacements and curb stop replacements, both of which address common failure points in the municipal metering infrastructure. Gasket failures, if left unaddressed, can result in continuous water loss at the meter connection, while faulty curb stops compromise the city's ability to isolate service during emergencies or planned maintenance. By proactively addressing these issues through the leak check program, the division prevented escalation of water loss events and protected distribution system infrastructure. All repairs performed in the field were documented in the city's work order system, providing a complete record of materials used, locations serviced, and repair outcomes for each case.

6.6 Account Management

A. Finalized Accounts

Approximately 100 utility accounts were finalized during Q2 2026 through a coordinated process involving field technicians and billing department staff. For each finalized account, the associated meter was physically decommissioned at the service location, and a final meter read was recorded and submitted to billing for account closure processing. Equipment removed from service was either prepared for reuse as refurbished stock or designated for RMA return if defective. Account records were updated in the billing system to reflect the final read date, closing balance, and equipment removal status, ensuring that all finalized accounts were processed cleanly and completely before the close of the quarter.

B. New Service Installations

The division completed approximately 100 new service installations during Q2 2026, supporting ongoing residential and commercial development activity within the City of Port Lavaca service area. Each installation required advance coordination with licensed contractors and the city's development office to confirm service location, meter size requirements, and installation readiness. Field technicians performed the physical meter set at each designated service point, ensuring that meters were properly seated, sealed, and connected in accordance with city standards. Following installation, each new account was activated in both the city's billing platform and the Mueller AMI portal, and transmission

data was verified to confirm that the endpoint was communicating correctly before the installation was considered complete and the work order closed.

6.7 Daily Diagnostics & System Monitoring

Daily review of the Mueller AMI diagnostic dashboard was maintained throughout Q2 2026 without interruption, covering three primary diagnostic categories on each business day. First, Unread Alerts — representing meters that had not successfully transmitted data within the expected communication window — were reviewed and investigated each morning. Meters generating unread alerts were assessed to determine whether the cause was a communication or hardware issue, and were either resolved through remote diagnostics, scheduled for a field visit, or flagged for a priority swap depending on the nature and duration of the alert. Second, Meter Diagnostics — including fault codes, low-battery warnings, tamper alerts, and flow anomalies — were reviewed to identify equipment nearing end of operational life or exhibiting conditions that could affect read accuracy or customer billing. Third, Tower and Network Diagnostics — covering the health and signal status of the fixed-network communication towers and the overall endpoint communication quality across each coverage zone — were monitored to ensure that the AMI network infrastructure remained fully operational.

The discipline of daily diagnostic monitoring is foundational to the integrity of the city's Advanced Metering Infrastructure and to the reliability of the data that underlies accurate customer billing. Early identification of non-communicating endpoints, equipment faults, or network degradation allows technicians to intervene before issues compound or affect a broader segment of the service area. Equally important, flow anomaly flags and high-consumption alerts detected through daily monitoring often serve as the first indication of a customer-side leak, enabling the division to initiate a field response before the customer has experienced significant water loss or before a billing dispute arises. The uninterrupted cadence of daily reviews sustained throughout Q2 2026 reflects the division's commitment to proactive system stewardship rather than reactive incident response.

6.8 RMA Shipment Management

Return Merchandise Authorization (RMA) management with Mueller Systems was maintained on an ongoing basis throughout Q2 2026. Defective meters and communication endpoints were identified through two primary channels: field technicians encountering failed or malfunctioning equipment during

swap or installation operations, and the daily diagnostic review process flagging units exhibiting hardware fault conditions. Once identified, defective equipment was removed from service, logged against its account and serial number record, and packaged for return shipment in accordance with Mueller's RMA submission requirements. Open RMAs were tracked systematically to ensure that no shipments aged beyond acceptable processing windows and that all returned units were properly documented in city inventory records at the time of removal.

Replacement units received from Mueller under active RMA agreements were inspected upon arrival, verified against the corresponding RMA documentation, and entered into the city's meter inventory for deployment in future swap operations. Accurate and timely RMA management directly reduces the city's net equipment expenditure by ensuring that defective units are returned within warranty or replacement agreement terms, and that the division maintains a sufficient stock of operational replacement meters and endpoints to support the ongoing pace of swap activity. As of the close of Q2 2026, no RMA shipments remained untracked or unaccounted for in the division's inventory records, reflecting consistent administrative oversight throughout the quarter.

6.9 Performance Highlights & Observations

- **100% Same-Quarter Resolution on Priority Swap Alerts:** All meters flagged as priority replacements through daily diagnostic review were swapped and commissioned within Q2 2026, with no priority alerts carried forward unresolved into Q3.
- **Zone Disconnect/Reconnect Accounts Finalized On Schedule:** All nine zone disconnect and reconnect cycles were completed with associated accounts finalized within the established two-business-day target, maintaining compliance with departmental service standards.
- **Proactive Leak Detection Prevented Escalation:** The high-consumption monitoring and field leak check program identified and repaired multiple high-loss service locations before conditions escalated to customer complaints or significant infrastructure impact.
- **New Service Installations Completed Without Backlog:** All approximately 100 new service installations were processed and activated before the close of Q2 2026, with no installation requests carried forward into Q3 as outstanding work orders.

- **RMA Pipeline Current at Quarter End:** All RMA shipments to Mueller Systems were tracked, confirmed, and accounted for in city inventory records as of June 30, 2026, with no outstanding untracked returns or unresolved replacement receipts.
- **No Gaps in Daily Diagnostic Monitoring:** The daily AMI diagnostic review cycle was sustained throughout the entire quarter without multi-day gaps, ensuring continuous surveillance of meter health, network integrity, and consumption anomalies across the Port Lavaca service area.

6.10 Looking Ahead — Q3 2026 Priorities

- **Sustain Operational Volume:** Maintain the Q2 pace across all primary task categories — meter swaps, leak checks, new installations, and account management — to meet projected Q3 demand associated with continued development activity and seasonal usage increases.
- **AMI System Optimization:** Continue refining the daily diagnostic review process to reduce unread alert rates and improve endpoint communication quality across lower-signal zones within the distribution network, in coordination with Mueller Systems support resources.
- **Infrastructure Integrity Focus:** Prioritize curb stop and gasket inspection at aging meter installations identified through Q2 leak check data, with the goal of reducing repeat service calls and extending the operational life of affected assets.
- **RMA Efficiency Improvement:** Evaluate opportunities to streamline the RMA documentation and shipment process to further reduce turnaround time between equipment removal and replacement deployment, keeping inventory levels stable through periods of high swap volume.
- **Continued Service Level Compliance:** Uphold all established service level targets — including the two-business-day account finalization standard for disconnect/reconnect cycles and same-quarter resolution of priority diagnostic alerts — through Q3 2026 and into the remainder of the fiscal year.

COMMUNICATION

SUBJECT: Receive Quarterly Capital Project Report from 04.01.2026 to 06.30.2026

INFORMATION:



QUARTERLY CAPITAL PROJECTS PROGRESS REPORT

04/01/2026 - 06/30/2026

34

PROJECTS
BUDGETED FOR FY 25-26

45%

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	\$489,438	IMPROVE TWO MAJOR DRAINAGE SYSTEMS TO INCREASE THE EXCESS WATER FLOW OUT OF THE CITY TO PREVENT FUTURE FLOODING.	THE PROJECT IS CURRENTLY IN THE ENVIRONMENTAL PHASE. AUGF WILL BE AVAILABLE IN SEPTEMBER 2026	6%
BONDS/LOANS	STREET RECONSTRUCTION- INDEPENDENCE DR.	\$5,170,529	\$4,882,943	RECONSTRUCTION OF INDEPENDENCE DR TO THREE-LANE ROAD WITH CURB AND GUTTER AND UNDERGROUND STORM SEWER	CONSTRUCTION HAS BEEN COMPLETED. WAITING FOR FINAL INVOICE	94%
BONDS/LOANS	STREET RECONSTRUCTION ALAMO HEIGHTS	\$9,669,716	\$9,093,603	UPGRADE THE DOWNSTREAM DRAINAGE SYSTEM.	CONSTRUCTION HAS BEEN COMPLETED. WAITING FOR FINAL INVOICE. MINOR REWORK WILL BE COMPLETED TO ADDRESS EFFICIENCY AFTER ADA INSPECTION	94%
BONDS/LOANS	STREET REHABILITATION- WESTERN HEIGHTS	\$2,052,781	\$186,000	REHABILITATION OF BORDER, WAREHOUSE, AND CENTRAL ST. WITHIN THE WESTERN HEIGHTS AREA.	ACTIVE CONSTRUCTION	9%
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	\$40,000	\$17,250	INSTALLATION OF DECORATIVE WROUGHT IRON	ACTIVE CONSTRUCTION	43%

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 CITY HAS RECEIVED CONSTRUCTION QUOTES AND WILL PROCEED WITH THE PROJECT. CONSTRUCTION IS SCHEDULED TO BEGIN IN AUGUST 2026	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	\$2,357,457	THE PROJECT PROPOSES TO REDUCE WAVE ENERGY AND STORM SURGE ACTING ON THE SHORELINE DURING COLD FRONTS AND EXTREME EVENTS	ACTIVE CONSTRUCTION	17%
GF	CITY HALL SECURITY UPGRADE PHASE IV & V	\$350,000	\$248,485	THE PROJECT ENHANCES THE SAFETY AND SECURITY OF THE CITY HALL FACILITIES	THE PROJECT IS CURRENTLY UNDER ACTIVE CONSTRUCTION. WAITING FOR INSTALLATION OF SECURITY COMPONENTS AND REPLACING WINDOWS	71%
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 IN OCTOBER 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	\$29,370	REHABILITATION AND STABILIZATION OF THE CITY'S ERODING SHORELINE TO PROTECT PUBLIC INFRASTRUCTURE	THE PROJECT IS CURRENTLY IN THE ENGINEERING PHASE. THE BID PHASE IS SCHEDULED TO BEGIN IN AUGUST 2026.	6%
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	\$194,995	REPLACE 850 LF OF 8" SEWER LINE ON LA SALLE STREET AND 1,475 LF OF 8" SEWER LINE ON TRINITY STREET	ACTIVE CONSTRUCTION	34%
PUF	SLOPE & COVER SHORELINE PROTECTION OF CHOCOLATE BAYOU	\$150,000	\$22,700	CONSTRUCTION OF A BULKHEAD ALONG A CRITICALLY ERODED AREA OF THE CHOCOLATE BAYOU SHORELINE	THE PROJECT IS CURRENTLY IN THE BID PHASE.	15%
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	\$1,998,711	THE PROJECT INVOLVES THE EXPANSION OF THE LYNN'S BAYOU WASTEWATER TREATMENT PLANT	THE PROJECT IS CURRENTLY IN THE ENGINEERING PHASE AND POSTPONED	87%
BEACH FUND	RAISED CROSSWALK AND SIDEWALK	\$30,000	\$0	CONSTRUCTION OF A RAISED CROSSWALK AND ACCESSIBLE SIDEWALK CONNECTING THE SPLASH PAD AREA TO THE PUBLIC RESTROOM FACILITIES	THE PROJECT IS CURRENTLY IN THE ENGINEERING PHASE	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	\$500,612	\$17,962	RESTORE THE NATURAL CONDITIONS FOR THE BAY HABITAT, INCLUDING FISH AND MARSHES, BY REMOVING THREE BARGES	THE CONSTRUCTION IS COMPLETED. WAITING FOR CONTRACTORS TO DISPOSE OF VESSELS.	4%
GRANT/ PORT FUND/GF	IMPROVEMENT SMITH HARBOR DOWNTOWN WATERFRONT MASTER PLAN	\$619,224	\$603,910	IMPROVEMENT OF SMITH HARBOR, RENOVATION TO THE EXISTING PARKING AREA, ADDING VEGETATED STRIP FILTERS AND OTHER GREEN INFRASTRUCTURE	SUBSTANTIAL COMPLETION	98%
GRANT/CMP	PUBLIC ACCESS BOARDWALK AT SMITH HARBOR	\$521,800	\$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	THE PROJECT IS CURRENTLY IN THE ENGINEERING AND ENVIRONMENTAL PHASE.AUGF WILL BE AVAILABLE IN SEPTEMBER 2026	0%
TOTAL:		\$48,654,078	\$21,772,671	45%		



Brittney Logan
Finance Director

07/07/2026

Date

COMMUNICATION

SUBJECT: Receive Development Services Quarterly Report 04.01.2026 thru 06.30.2026

INFORMATION:



Permit Statistics by Application Type

Section VII. Item #J.

From 04/01/2026 through 06/30/2026

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Application Type		This Period			Same Period Previous Year		
		# Permits Issued	Valuation	Fees Collected	# Permits Issued	Valuation	Fees Collected
ALCOHOL IN PARKS	Alcohol In Parks	5		\$100.00	6		\$150.00
ALTERNATIVE ENERGY	Solar & Generators	0			3		\$705.00
CERTIFICATE OF OCCUPANCY	Certificate of Occupancy	2		\$125.00	5		\$300.00
COMMERCIAL ADDITION	Commercial Addition	0			1		\$1,619.34
COMMERCIAL ALTERATION/REPAIR	Commercial Alteration/Repair	5		\$758.63	6		\$1,523.06
COMMERCIAL FENCE OR WALL	Commercial Fence or Wall	0			1		\$151.92
COMMERCIAL NEW CONSTRUCTION	Commercial New Construction	0			1		\$4,902.25
COMMERCIAL ROOF/RE-ROOF	Commercial Roof/Re-Roof	2		\$724.26	6		\$109,748.67
COMMERCIAL SIGN	Commercial Sign	1		\$151.92	2		\$303.84
ELECTRICAL	Electrical	38		\$3,850.00	40		\$3,880.00
FIRE ALARM	Fire Alarm	1		\$225.00	0		
FLATWORK/PAVING	Flatwork/Paving	5		\$641.83	7		\$713.44
GARAGE SALE	Garage Sale	58		\$580.00	80		\$790.00
MANUFACTURED/MODULAR/TINY HOME	Manufactured/Modular/Tiny Home	0			1		\$275.00
MECHANICAL	Mechanical	22		\$2,250.00	16		\$1,740.00
PLUMBING	Plumbing	28		\$3,440.00	31		\$3,275.00
RESIDENTIAL ACCESSORY STRUCTURE	Residential Accessory Structure	1		\$101.92	6		\$824.61
RESIDENTIAL ADDITION	Residential Addition	2		\$602.89	1		\$242.95
RESIDENTIAL ALTERATION/REPAIR	Residential Alteration/Repair	11		\$2,341.67	7		\$1,515.16



Permit Statistics by Application Type

Section VII. Item #J.

From 04/01/2026 through 06/30/2026

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Report run on: 07-08-2026 5:40:45 PM

Application Type		# Permits Issued	Valuation	Fees Collected	# Permits Issued	Valuation	Fees Collected
RESIDENTIAL DECK	Residential Fence Or Deck	1		\$101.92	1		\$101.92
RESIDENTIAL DEMOLITION	Residential Demolition	3		\$200.00	2		\$0.00
RESIDENTIAL FENCE OR WALL	Residential Fence or Wall	4		\$407.68	6		\$611.52
RESIDENTIAL NEW CONSTRUCTION	Residential New Construction	1		\$810.00	2		\$1,827.40
RESIDENTIAL POOL OR SPA	Residential Pool or Spa	0			1		\$444.85
RESIDENTIAL ROOF OR RE-ROOF	Residential Roof or Re-Roof	10		\$1,597.12	17		\$1,897.10
Totals:		200		\$19,009.84	249		\$137,543.03

Code Enforcement Quarterly Report

Case Type

Accum On Prprty	12
Code Compliance	125
Jnk Vehicle	3
Stop Work	4
Sub Bldg	35
Tall Grass	63
Inspections	625
Court Cases	
Active Citations	24
Citations Existing	7

Jackson

Stagnant water

Case Open

Citation served 08/07/2025

Adrian Avalos

Substandard Building Living without water

Case Remains open

Citation served 08/14/2025

Virginia Garcia

Accumulations of Junk

Case Open

Citation mailed on 07/15/2025

Josie Rodriguez

Accumulations of Junk

Citation served 10/03/2025

Substandard Building Living without water

Case Remains Open

Carl Rogers Jr.

Accumulations of Junk & Substandard Building Living without water

Case Open

Both Citation served 08/07/2025

Karen Eppink

Accumulations of Junk

case open

Citation mailed 01/23/2025

Toribio Gallegos Jr.

Illegal connection of Rv to sewer and water.

Case Open

Citation mailed 07/15/2025

COMMUNICATION

SUBJECT: Ratify City Manager approval of Change Order No.1 for Western Heights

INFORMATION:



CITY OF PORT LAVACA

202 N. VIRGINIA, PORT LAVACA, TX 77979

Section VII. Item #K.

CHANGE ORDER # 1

Project	Western Heights Improvements Project	
Contractor	Lester Contracting, Inc.	Owner: City of Port Lavaca
Reason for Change Order: Addition of sanitary sewer replacement along Border St.		

Description: See attached breakdown from Lester Contracting.

Original Contract	<u>\$1,845,781.00</u>			Original Contract	<u>\$1,845,781.00</u>
Additions To Date	<u>\$ 0</u>	This Add	<u>\$144,800.00</u>	Total Add	<u>\$144,800.00</u>
Deductions To Date	<u>\$ 0</u>	This Deduct	<u>\$0.00</u>	Total Deduct	<u>\$0.00</u>
Contract To Date	<u>\$1,845,781.00</u>			New Contract Amount	<u>\$1,990,581.00</u>

Original Contract Period	<u>300</u>	This Extension	<u>n/a</u>
	Calendar Days		Calendar Days
Extensions to Date	<u>n/a</u>	New Contract	<u>300</u>
	Calendar Days	Period	Calendar Days

APPROVED BY:

Jody Weaver, P.E.
City Manager

7/1/2026

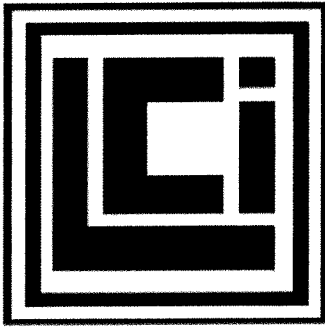
Date Approved

RECOMMENDED BY CONSULTANT:

Randy P. Janak, P.E.
CivilCorp, LLC

ACCEPTED BY CONTRACTOR:

Lester Contracting, Inc.



Lester Contracting, Inc.

P.O. Box 986

Port Lavaca, TX 77979

Contact: Trent Tagliabue

Phone: 361-552-3024

Fax: 361-552-4049

Quote To:

City of Port Lavaca
Attn: Wayne

Job Name:

Western Heights Border St Sewer

Date of Plans:

No Plans

Revision Date:

Phone:

Fax:

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1	Furnish & Install 8" SDR26 Pipe	800.00	LF	115.00	92,000.00
2	Tie Into Existing Manhole	1.00	EA	2,150.00	2,150.00
3	Furnish & Install 8" End of Line Cleanout	1.00	EA	1,450.00	1,450.00
4	Furnish & Install San Swr Serv Shrt Comm	1.00	EA	2,000.00	2,000.00
5	Furnish & Install San Swr Serv Shrt Sgl Res	4.00	EA	1,850.00	7,400.00
6	Furnish & Install San Swr Serv Long Sgl Res	12.00	EA	2,750.00	33,000.00
7	Furnish & Install San Swr Serv Short Dbl Res	1.00	EA	2,750.00	2,750.00
8	Furnish & Install San Swr Serv Long Dbl Res	1.00	EA	4,050.00	4,050.00
GRAND TOTAL					\$144,800.00

COMMUNICATION

SUBJECT: Consider appointment and/or re-appointment of representative(s) to the Golden Crescent Regional Planning Commission (GCRPC) General Assembly and Board of Directors.
Presenter is Jody Weaver

INFORMATION:

CITY OF PORT LAVACA

COUNCIL MEETING: JULY 13, 2026**AGENDA ITEM:** _____**DATE:** JULY 10, 2026**TO:** HONORABLE MAYOR AND CITY COUNCIL MEMBERS**FROM:** JODY WEAVER, CITY MANAGER**SUBJECT:** GCRPC

The Golden Crescent Regional Planning Commission is now accepting **nominations** for FY 2027 General Assembly and Board of Directors.

- Cities of Calhoun County **Board of Directors Seat:** currently VACANT (had been held by Allen Tippit)
Meets **monthly** – a typical agenda is attached.

Nomination: _____

- **General Assembly seat:** currently held by Rosie Padron
Meets 1x annually

Nomination: _____

Staff will complete the online nomination forms and submit prior to the deadline of July 17.

PURSUANT TO V.T.C.A., TEXAS GOVERNMENT CODE, SECTION 551.041

NOTICE OF MEETING
OF THE
GOLDEN CRESCENT REGIONAL PLANNING COMMISSION'S
BOARD OF DIRECTORS

Wednesday, June 24, 2026
3:00 PM

In-Person

Victoria Tower
1908 N. Laurent St. Ste. 600
Board Room
Victoria, TX 77901

Online

Microsoft Teams meeting:
[Click to join meeting](#)
Meeting ID: 287 695 231 140 096
Passcode: cQ9Lx33t
Or call in (audio only)
[+1 806-503-5127,,847689962#](#)
United States, Lubbock
Phone Conference ID: 847 689 962#

AGENDA

- 1) Call Meeting to Order.
 - Pledge of Allegiance to the American and Texas Flags.
 - Invocation.
- 2) Open Forum.

Opportunity for citizens to address the Board. Should citizen comments include complaints or charges against a GCRPC officer or employee, the Board may adjourn to a closed meeting, under Section 551.074 of the Texas Government Code, to hear such complaints or charges. This closed meeting may occur at any point during the meeting.
- 3) Consent Agenda.

All consent agenda items listed are considered routine by the GCRPC Board of Directors and will be enacted by one motion. There will be no separate discussion of these items unless a director requests, in which event the item will be removed from the consent agenda and considered after the remainder of the consent agenda.

 - a. Review and consider acceptance of monthly financial statements.
 - b. Review and consider acceptance of Board of Director's May 27, 2026, meeting minutes.

I certify that I have reviewed this document and that it conforms to all applicable Texas Register filing requirements. Michael Ada, Certifying Official and Cherokee McGrath Myers, Agency Liaison

4) President's Announcements

- Informational Item(s)

REGIONAL PROGRAMS & SERVICES DIVISION**Aging and Community Services Department (Lori Muniz)****5) Aging & Community Services Department Update(s).**

- Informational Item(s)

Public Safety Department (Angela Moya)**6) Consider for approval the submission of the FY27 Criminal Justice and Homeland Security budget request to the Office of the Governor.**

- Action Item

7) Consider for approval the nomination for the 9-1-1 Telecommunications Award of Excellence.

- Action Item

8) Public Safety Department Updates.

- Informational Item(s)

Transit Department (Alejandra Cruz)**9) General Transit Department Updates.**

- Informational Item(s)

ADMINISTRATION DIVISION**Bylaws Standing Committee (Judge Raymond Perez)****10) Consider for approval the Golden Crescent Transit Advisory Committee Bylaws.**

- Action Item

11) Consider for approval the Regional Public Safety Advisory Committee Bylaws.

- Action Item

12) Consider for approval the Golden Crescent Regional Planning Commission Organizational Bylaws.

- Action Item

Human Resources & Member Services Department (Cherokee Myers)

- 13) Consider for approval the updates to the FY 2027 Job Classification and Salary Schedule.
- Action Item
- 14) Member Services Update.
- Informational Item(s)

Finance Department (Lindsey Mikulenska)

- 15) Finance Directors Report.
- Informational Item(s)

Office of the Executive Director (Michael Ada)

- 16) Executive Directors Report.
- Informational Item(s)
- 17) Closed Meeting.

The government body may go into closed meeting as authorized by V.T.C.A. Government Code, Chapter 551, sub-chapter D, as provided in the notice of this meeting. The following items may be discussed in a closed meeting:

- a. Consultation with attorney.*
- b. Deliberations regarding real property.*
- c. Deliberations regarding business and financial interests relating to a contract.*
- d. Discussion of personnel matters.*

- 18) Adjournment.

COMMUNICATION

SUBJECT: Consider Resolution No. R-071326-1 for intent to submit an application to the Texas Department of Housing and Community Affairs for 4% Non -competitive Housing Tax Credits, State Housing Tax Credits, and Multifamily direct Loan funds for Cottages on Independence. Presenter is Jody Weaver

INFORMATION:

CITY OF PORT LAVACA

COUNCIL MEETING: JULY 13, 2026

AGENDA ITEM: ____

DATE: 7.08.2026

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: JODY WEAVER, CITY MANAGER

SUBJECT: RESOLUTION TO SUPPORT OF COTTAGES ON INDEPENDENCE AFFORDABLE
RENTAL HOUSING - TDHCA#24228**Background:**

On February 12, 2024, City Council approved a resolution of support for the proposed Cottages on Independence, TDHCA#24228, located on CCAD Property ID #94457 on the south side of Independence Drive, east of the drainage ditch. At that meeting, a conceptual Site Plan was presented for review and comment. That same site plan is attached. The developer was unsuccessful in their 2024 application for 9% Competitive Tax credit funding.

If you recall Council was notified by email on January 5, 2026 that the developer is now applying for 4% Non-competitive Housing Tax Credits and State Housing Low Income Housing Tax Credits with the Texas Department of Housing and Community Affairs to construct this project.

Copying from the notice,

This Reconstruction development is an apartment community composed of approximately 50 units of which 50 will be for low-income tenants. The residential density of the Development, i.e., the number of Units per acre, is approximately 8. The development will plan to seek a tax exemption as the City's Housing Authority will be an owner in the development.

You may contact Port Lavaca Housing Management PFC at [\(361\) 552-8831](tel:3615528831) for information regarding a public hearing to receive input about the development.

An interested party or Neighborhood Organization can provide comments on Competitive Housing Tax Credit applications at each hearing, or can provide written comments to the Department by email at htcpc@tdhca.texas.gov, or by mail at:

Texas Department of Housing and Community Affairs
Public Comment - Multifamily Finance Division
P.O. Box 13941
Austin, Texas 78711-3941

Resolution R-071326-1 reaffirms Council's support for the project and finds that timely Notice was properly given to Council and that this topic will be discussed and action will be taken at a public meeting where public comments may be made on the proposed development.

Recommendation: Approval

Attachment: proposed site plan



**PROJECT
INFORMATION**

17 APARTMENT BUILDINGS & 1 COMMUNITY BUILDING

67 TOTAL UNITS
**135 TOTAL
PARKING SPACES**

UNIT MIX:
(16) 1 BED @ 900 SQ FT. = 24%
(27) 2 BEDS @ 1100 SQ FT. = 40%
(18) 3 BEDS @ 1300 SQ FT. = 27%
(06) 4 BEDS @ 1500 SQ FT. = 9%

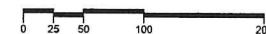
LEGEND

DASHED LINE SHOWS
1/2 MILE WALKING PATH
COMMUNITY BLDG.
APPROX. 2000 SF

ONE-STORY DWELLING UNIT
TWO-STORY DWELLING UNIT
COMMUNITY GRILLS
MAIL KIOSK

LDA ARCHITECTS
TRANSFORMATION GROUP
SITE PLAN OPTION 2
PORT LAVACA

SCALE 1" = 100'



JULY 28TH 2022

Page 2

RESOLUTION NO. R-071326-1

WHEREAS, Cottages on Independence, LP has proposed a development for affordable rental housing of 50 units that will be located at the intersection of Independence Dr. and Sandcrab Blvd., Port Lavaca, Texas 77979 in Calhoun County; and

WHEREAS, Cottages on Independence, LP has submitted or intends to submit an application to the Texas Department of Housing and Community Affairs for 4% Non-competitive Housing Tax Credits, State Housing Tax Credits, and Multifamily Direct Loan funds for Cottages on Independence.

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

THAT, as provided for in 10 TAC §11.3(c), it is expressly acknowledged and confirmed that the City of Port Lavaca has more than twice the state average of units per capita supported by Housing Tax Credits or Private Activity Bonds, and

FURTHER RESOLVED, that the City of Port Lavaca hereby supports the proposed Cottages on Independence, and confirms that its governing body has voted specifically to approve the construction and/or rehabilitation of the Development and to authorize an allocation of Housing Tax Credits along with other TDHCA funding for the Development pursuant to Tex. Gov't Code §2306.6703(a)(4), and

FURTHER RESOLVED, that in accordance with the requirements of Tex. Gov't Code §2306.67071 and 10 TAC §11.204(4), it is hereby found that:

1. Notice has been provided to the Governing Body in accordance with Tex. Gov't Code, §2306.67071(a); and
2. The Governing Body has had sufficient opportunity to obtain a response from the Applicant regarding any questions or concerns about the proposed Development; and
3. The Governing Body has held a hearing at which public comment may be made on the proposed Development in accordance with Tex. Gov't Code, §2306.67071(b); and
4. After due consideration of the information provided by the Applicant and public comment, the Governing Body does not object to the proposed Application, and

FURTHER RESOLVED that for and on behalf of the Governing Body, the Mayor Pro Tem of the City of Port Lavaca, is hereby authorized, empowered, and directed to certify these resolutions to the Texas Department of Housing and Community Affairs.

PASSED AND APPROVED on this 13th day of July 2026.

Rosie Padron, Mayor Pro Tem

ATTEST:

Mandy Grant, City Secretary

COMMUNICATION

SUBJECT: Consider Resolution No. R-071326-2 to authorize submission of a Texas Water Development Board (TWDB) Grant application for water projects. Presenter is Wayne Shaffer

INFORMATION:

Application Filing and Authorized Representative Resolution

A RESOLUTION by the CITY COUNCIL of the CITY OF PORT LAVACA requesting financial assistance from the Texas Water Development Board; authorizing the filing of an application for assistance; and making certain findings in connection therewith.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PORT LAVACA:

SECTION 1: That an application is hereby approved and authorized to be filed with the Texas Water Development Board seeking financial assistance in an amount not to exceed \$21,000,000 to provide for the costs of WATER TOWER CONNECTIVITY IMPROVEMENTS.

SECTION 2: That CITY MANAGER be and is hereby designated the authorized representative of the CITY OF PORT LAVACA for purposes of furnishing such information and executing such documents as may be required in connection with the preparation and filing of such application for financial assistance and the rules of the Texas Water Development Board.

SECTION 3: That the following firms and individuals are hereby authorized and directed to aid and assist in the preparation and submission of such application and appear on behalf of and represent the CITY OF PORT LAVACA before any hearing held by the Texas Water Development Board on such application, to wit:

Financial Advisor: R. DUSTIN TRAYLOR, RBC CAPITAL MARKETS
303 PEAL PARKWAY, STE 220 SAN ANTONIA, TX 78215

Engineer: MATT GLAZE, P.E., URBAN ENGINEERING
2004 N. COMMERCE ST. VICTORIA, TEXAS 77901

Bond Counsel: GREGORY MILLER, BICKERSTAFF HEATH DELGADO ACOSTA, LLP
1601 S. MO-PAC STE C400 AUSTIN TEXAS 78746

PASSED AND APPROVED, this the 13 day of July, 2026.

ATTEST: _____

Mandy Grant, City Secretary

By: _____

Luis De La Garza, Mayor

(Seal)

CITY OF PORT LAVACA

COUNCIL MEETING: JULY 13, 2026

AGENDA ITEM: ____

DATE: 7.08.2026

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: JODY WEAVER, CITY MANAGER

SUBJECT: RESOLUTION TO SUPPORT OF COTTAGES ON INDEPENDENCE AFFORDABLE
RENTAL HOUSING - TDHCA#24228**Background:**

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Copying from the notice,

This Reconstruction development is an apartment community composed of approximately 50 units of which 50 will be for low-income tenants. The residential density of the Development, i.e., the number of Units per acre, is approximately 8. The development will plan to seek a tax exemption as the City's Housing Authority will be an owner in the development.

You may contact Port Lavaca Housing Management PFC at [\(361\) 552-8831](tel:3615528831) for information regarding a public hearing to receive input about the development.

An interested party or Neighborhood Organization can provide comments on Competitive Housing Tax Credit applications at each hearing, or can provide written comments to the Department by email at htcpc@tdhca.texas.gov, or by mail at:

Texas Department of Housing and Community Affairs
Public Comment - Multifamily Finance Division
P.O. Box 13941
Austin, Texas 78711-3941

Resolution R-071326-1 reaffirms Council's support for the project and finds that timely Notice was properly given to Council and that this topic will be discussed and action will be taken at a public meeting where public comments may be made on the proposed development.

Recommendation: Approval

Attachment: proposed site plan



**PROJECT
INFORMATION**

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(18) 3 BEDS @ 1300 SQ FT. = 27%
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LEGEND

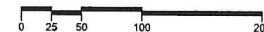
DASHED LINE SHOWS
1/2 MILE WALKING PATH
COMMUNITY BLDG.
APPROX. 2000 SF

ONE-STORY DWELLING UNIT
TWO-STORY DWELLING UNIT
COMMUNITY GRILLS
MAIL KIOSK



SITE PLAN OPTION 2
PORT LAVACA
TRANSFORMATION GROUP

SCALE 1" = 100'



JULY 28TH 2022

Page 2

COMMUNICATION

SUBJECT: Consider Memorandum of Understanding between the Texas Department of Public Safety and the City of Port Lavaca for Texas Statewide Communication Interoperability Plan (TSCIP). Presenter is Tobie Bias

INFORMATION:

CITY OF PORT LAVACA

COUNCIL MEETING: JULY 13TH, 2026

DATE: 07.01.2026

TO: JODY WEAVER, INTERIM CITY MANAGER

CC: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: KATERYNA THOMAS, GRANTS & CIP COORDINATOR

SUBJECT: CONSIDER MEMORANDUM OF UNDERSTANDING BETWEEN CITY OF PORT LAVACA AND TEXAS DEPARTMENT OF PUBLIC SAFETY

Background:

In February 2026, the Police Department submitted an application for the FY 2027 Criminal Justice Grant Program to fund the Police Radio Equipment Upgrade Project.

The Texas Interoperable Communications Coalition (TxICC) serves as the statewide governance body for emergency communications in Texas and is housed within the Texas Department of Public Safety (DPS). TxICC is comprised of representatives from federal, state, local, tribal, and nonprofit public safety organizations, as well as public utilities, critical infrastructure providers, and transportation agencies. The coalition is responsible for maintaining the Statewide Communication Interoperability Plan (SCIP), which serves as the strategic framework for improving interoperable emergency communications throughout the state. The State of Texas has established uniform standards governing the distribution of state and federal grant funding for emergency radio communications. Under these standards, grant funding will only be awarded for Project 25 (P25) compliant voice radio equipment that meets the interoperability requirements established by TxICC and the SCIP. Eligible equipment must include multi-band capability (VHF, UHF, and 700/800 MHz), AES multi-key encryption, and, where trunking is utilized, Phase 2 Time Division Multiple Access (TDMA) and multi-system Over-the-Air Rekeying (OTAR) functionality. Additionally, Wi-Fi-enabled radios must utilize the standardized State System Identifier (SSID).

To proceed with the next phase of the FY 2027 Criminal Justice Grant application, the City of Port Lavaca must demonstrate compliance with the Texas Statewide Interoperability Communications Plan (TSICP) and the Statewide Communication Interoperability Plan (SCIP). Although the City has been awarded grant funding, compliance with these statewide interoperability standards is a prerequisite for executing the grant agreement and receiving funding for the Police Radio Equipment Upgrade Project.

Recommendation:

Staff recommend approving the Memorandum of Understanding between the City of Port Lavaca and the Texas Department of Public Safety

Attachments:

Memorandum of Understanding

Texas Statewide Communication Interoperability Plan

This **Memorandum of Understanding** was agreed to on July 13, 2026. The v24.2 fillable form is available here: <https://www.dps.texas.gov/section/infrastructure-operations/swic-document-library>. Please **complete this page only, sign, save, and then email** as attached file to txswic@dps.texas.gov.

WHO SHOULD EXECUTE THIS AGREEMENT: Each jurisdiction must individually sign this agreement.

- An authorized representative of a City may sign for all public safety agencies in that city.
- A County may sign for volunteer fire departments (VFD) if the VFD is recognized in the county emergency management plan; however,
- A County CANNOT sign for all cities or other public safety agencies in the county that are not a part of county government since they are separate legal entities.
- A Council of Governments (COG) CANNOT sign for all jurisdictions within the COG.

Compliance with this TSICP and the SCIP are required to receive grant funds for communications equipment. Agencies and programmers should verify the latest version of these documents are being referenced; they can be found at <https://www.dps.texas.gov/section/infrastructure-operations/swic-document-library>.

FOR JURISDICTION

Jurisdiction Name: City of Port Lavaca
 Authorized Signature: _____
 Print Name: Title: Luis De La Garza, Mayor
 Jurisdiction Address: 202 N. Virginia Street Port Lavaca, Texas 77979
 County: Calhoun
 Phone: (361) 552-9793 Ext. 221 e-mail: mayor@portlavaca.gov

Jurisdiction/Agency Radio Communications Contact: Tobie Bias / Kateryna Thomas
 Phone: (361) 552-9793 Ext. 400 e-mail: tbias@portlavaca.gov
 Phone: (361) 552-9793 Ext. 224 e-mail: kthomas@portlavaca.gov

Indicate the NUMBER of mobile, portable, temporary base, and/or mobile relay radios to be operated under TxDPS licenses. For Federal Entity Interop and 700 Air-to-Ground channels, please mark the appropriate box with a checkmark or "X" if these channels are programmed or if programming is planned in the future.

	Mobile	Portable	Temporary Base- Mobile Relay	Federal Entity Interop Channels	700 Air-to- Ground Channels
150 MHZ					N/A
450 MHZ					N/A
700 MHZ				N/A	
800 MHZ NPSPAC				N/A	N/A

(This information is required by TxDPS as a condition of its licenses from the FCC.)

TEXAS DEPARTMENT OF PUBLIC SAFETY SWIC OFFICE SIGNATURE

Signature: _____

Aaron Slaughter, Statewide Interoperability Coordinator, Information Technology Division
 Phone: (512) 424-7749 e-mail: Aaron.Slaughter@dps.texas.gov

TEXAS STATEWIDE COMMUNICATION INTEROPERABILITY PLAN



November 18, 2025

The Texas SWIC and the Texas Interoperable Communications Coalition
Developed with support from the Cybersecurity and Infrastructure Agency,
Emergency Communications Division

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LETTER FROM THE STATEWIDE INTEROPERABILITY COORDINATOR

Greetings,

As the Statewide Interoperability Coordinator (SWIC) for Texas, I am pleased to present the 2025 Texas Statewide Communication Interoperability Plan (SCIP). The SCIP outlines the State's plan to enhance emergency communications interoperability and support public safety practitioners throughout Texas.

This update complies with the current U.S. Department of Homeland Security grant guidelines. Representatives from the Texas Interoperable Communications Coalition (TxICC) collaborated to update the SCIP with actionable and measurable goals and objectives, and assigning champions to ensure these tasks are completed. The goals and objectives focus on Governance, Technology, Cybersecurity, and Funding. They are designed to assist the State in planning for emerging technologies and managing the evolving landscape of emergency communications. Furthermore, they incorporate the National Council of SWICs (NCSWIC) State Interoperability Markers, which measure Texas's level of interoperability maturity against 30 markers.

Efforts to enhance interoperability will continue, focusing on improving communication across different disciplines and jurisdictional boundaries. With the support of public safety practitioners statewide, we will work to achieve the goals outlined in the SCIP and become a model for statewide interoperability.

Sincerely,



Aaron Slaughter
Texas Statewide Interoperability Coordinator
Texas Department of Public Safety

INTRODUCTION



The SCIP is a one-to-three-year strategic planning document that contains the following components:

- **Introduction** – Provides the context necessary to understand what the SCIP is and how it was developed. It also provides an overview of the current emergency communications landscape.
- **Vision and Mission** – Articulates Texas’ vision and mission for improving emergency and public safety communications interoperability over the next one-to-three-years.
- **Implementation Plan** – Describes Texas’ plan to implement, maintain, and update the SCIP to enable continued evolution of and progress toward the State’s interoperability goals.

The Emergency Communications Ecosystem consists of many inter-related components and functions, including communications for incident response operations, notifications, alerts and warnings, requests for assistance and reporting, and public information exchange. The primary functions are depicted in the National Emergency Communications Plan (NECP).¹ The Interoperability Continuum, developed by the U.S. Department of Homeland Security’s SAFECOM program and shown in Figure 1, serves as a framework to address challenges and continue improving operable/interoperable and public safety communications.² It is designed to assist the public safety agencies and policy makers with planning and implementing interoperability solutions for communications across technologies.

¹ [2019 National Emergency Communications Plan](#)

² [Interoperability Continuum Brochure](#)

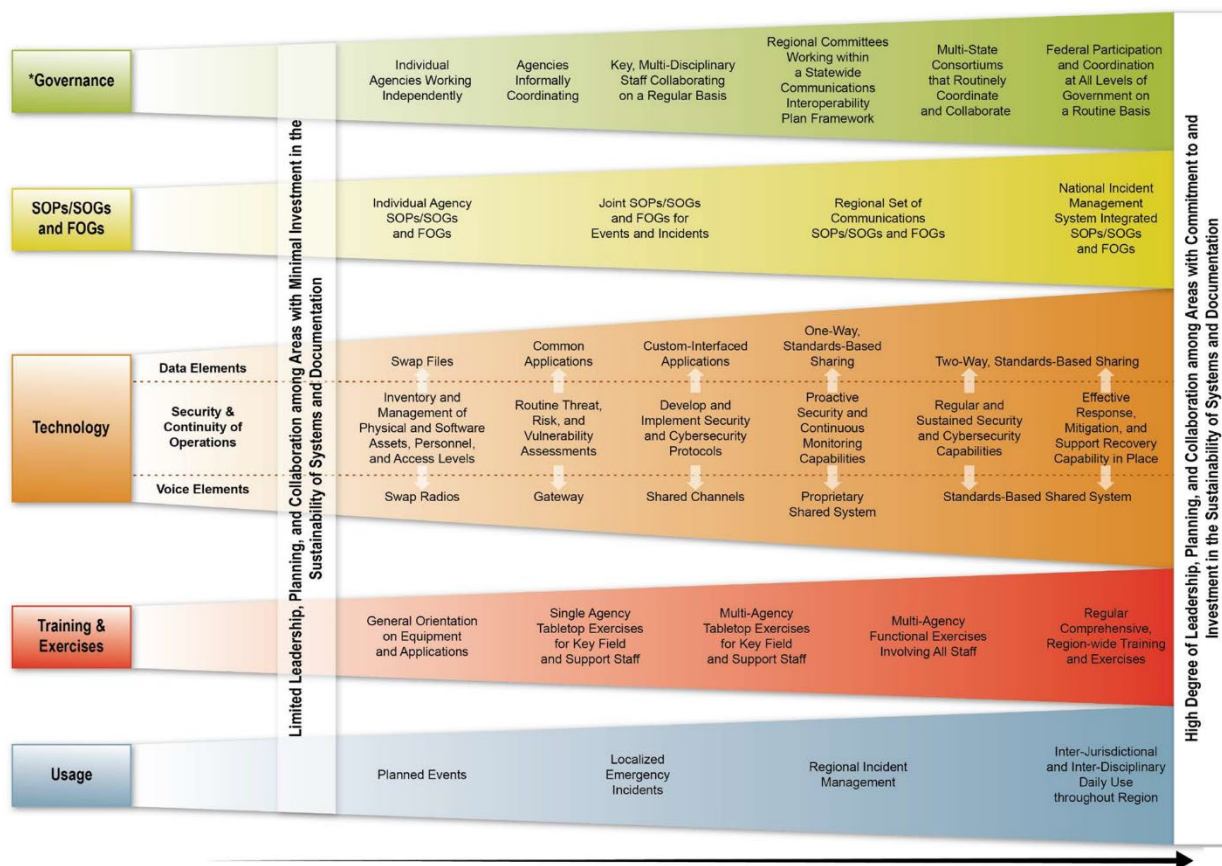


Figure 1: Interoperability Continuum

Interoperability and Emergency Communications Overview

Interoperability is the ability of emergency response providers and relevant government officials to communicate across jurisdictions, disciplines, and levels of government as needed and as authorized. Reliable, timely communications among public safety responders and between public safety agencies and citizens is critical to effectively carry out public safety missions, and in many cases, saving lives.

Traditional voice capabilities, such as land mobile radio (LMR) and landline 9-1-1 services have long been and continue to be critical tools for communications. However, the advancement of internet protocol-based technologies in public safety has increased the type and amount of information responders receive, the tools they communicate with, and complexity of new and interdependent systems. Emerging technologies increase the need for coordination across public safety disciplines, communications functions, and levels of government to ensure emergency communications capabilities are interoperable, reliable, and secure.

VISION AND MISSION

This section describes Texas' vision and mission for improving emergency and public safety communications interoperability:

Vision:

All public safety and incident response entities in Texas will implement and utilize standards-based sustainable wireless interoperable voice and data communications.

Mission:

Through the unified voice and collaborative efforts of the Texas Interoperable Communications Coalition and the Statewide Interoperability Coordinator Office, promote standards-based voice and data communications interoperability throughout Texas.

GOVERNANCE AND LEADERSHIP

Goal: All public safety and incident response entities in Texas will have access to effective and sustainable wireless interoperable voice and data communications.

The Texas Interoperable Communications Coalition (TxICC) is the current governance body in place for emergency communications in the State of Texas and is housed in the Texas Department of Public Safety (DPS). The TxICC is comprised of public safety communications representatives from public safety and incident response entities across the state and maintains chartered responsibility of the Statewide Communication Interoperability Plan (SCIP). TxICC is a voluntary organization of federal, state, local, tribal, and non-profit entities, including traditional emergency communications disciplines as well as public utilities, critical infrastructure/key resources providers, and transportation agencies. TxICC owns and manages the SCIP as a strategic planning tool to help Texas public safety agencies prioritize resources, strengthen governance, identify future investments, and address interoperability gaps.

TxICC established the SCIP Executive Council (SEC) to serve as the official voting entity of the TxICC. The Statewide Interoperability Coordinator (SWIC) chairs both the SEC and the TxICC and oversees the implementation of all SCIP goals and initiatives. The SWIC is supported by ad-hoc Strategic Advisory Groups (SAGs), which advise the SWIC on key issues such as public safety broadband, developing a system of systems, improving training and exercises, and updating the Texas Statewide Interoperability Channel Plan. The SWIC provides oversight and leadership to the TxICC SAGs, as they address key issues such as the Texas Public Safety Broadband Program, training and exercises, and funding.

Texas’ governance structure is depicted in Figure 2.

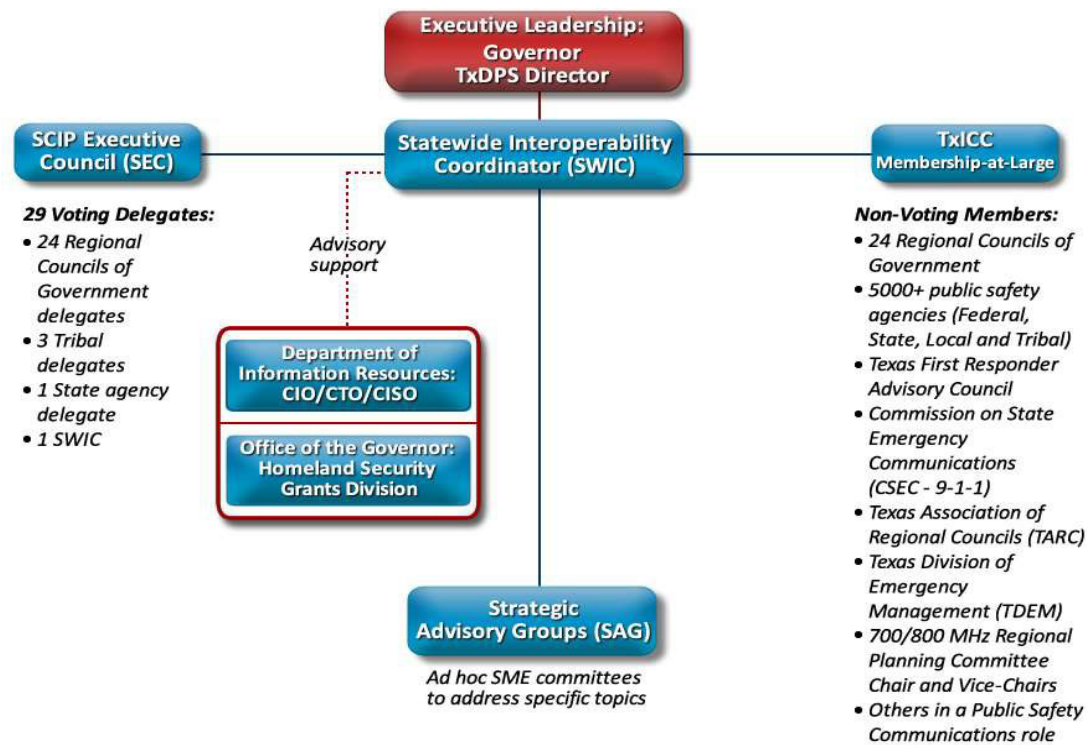


Figure 2: Texas' Governance Structure

PLANNING AND PROCEDURES

Goal: Develop and update comprehensive emergency communications plans, procedures, and tools that address the evolution of risks, capabilities, and technologies.

Texas is committed to robust planning and the establishment of comprehensive procedures that guide the deployment and use of emergency communication systems. This involves the development of standardized protocols and guidelines that ensure consistency across various jurisdictions and disciplines. The focus is on creating a cohesive approach to emergency communications that can adapt to evolving threats and challenges. Emphasis is placed on continuous improvement through regular updates to the SCIP and the incorporation of feedback from public safety communications stakeholders.

TRAINING, EXERCISES, AND EVALUATION

Goal: Develop and deliver training curriculum, exercise templates, and evaluation methods that target gaps in all emergency communications technologies.

Regular training, exercises, and evaluations are critical to ensuring the effectiveness of emergency communications systems. By engaging in ongoing training and realistic simulations, public safety agencies can enhance their readiness and response capabilities. These activities help identify strengths and areas for improvement, fostering a culture of continuous learning and adaptation. Through rigorous evaluation processes, lessons learned can be integrated into future planning, ensuring that communication strategies remain robust and resilient in the face of changing circumstances.

COMMUNICATIONS COORDINATION

Goal: Provide public safety and incident response agencies with best practices to address interoperability opportunities and challenges posed by technological advancements related to incident response.

Effective communication is fundamental to successful emergency response efforts. In Texas, there is a strong emphasis on coordination among local, regional, Tribal, and State agencies. This coordination entails establishing clear communication channels, forming mutual aid agreements, and integrating communication systems to ensure seamless interoperability. Regular meetings, joint exercises, and collaboration platforms are utilized to build relationships and trust among stakeholders. By collaborating, agencies can leverage their collective resources and expertise to improve overall preparedness and response capabilities.

TECHNOLOGY AND INFRASTRUCTURE

Goal: Identify funding sources available to local, regional, Tribal, and State agencies for communications equipment, training, and maintenance of systems.

Land Mobile Radio

Texas advocates for the adoption of P25 Land Mobile Radio (LMR) systems and encourages sharing infrastructure and resources with existing Regional Public Safety Radio Systems.

A regional radio system must meet these criteria:

- Coverage in three or more counties or at least 2000 square miles.
- Primary communication for two or more public safety agencies in 75% of the coverage area.
- A common core interconnected infrastructure network, ideally with the same system ID and Wide Area Communication Network (WACN) ID.

The following 9 systems have been identified as a regional radio system:

- Amarillo-Potter-Randall Regional Radio System (APRRRS)
- Coastal Bend Public Safety Radio System (CBPSRS)
- Granbury Regional Radio System (GRRN)
- Greater Austin Travis Regional Radio System (GATRRS)
- Lower Colorado River Authority 700MHz Radio System (LCRA)
- North Texas Interoperable Radio Network (NTIRN)
- Rio Grande Valley Regional Radio System (RGVRRS)
- SouthEast Texas Regional Radio System (SETRRS)
- Texas Wide Area Radio Network (TxWARN)

The state of Texas is implementing a uniform standard for the distribution of any state or federal funds allocated to emergency radio communications. Grant funding will be authorized exclusively for the procurement of P25 voice radio equipment, contingent upon these radios incorporating Multi-band capability (VHF, UHF, 7/800MHz) and AES multikey encryption. If the Trunking feature is enabled, Phase 2 with time division multiple access (TDMA), and multi-system over-the-air (OTAR) rekeying capabilities are also required. Additionally, a standardized SSID will be established for WiFi-enabled radio connectivity.

Broadband

Texas continues to support the buildout and adoption at the agency level for the implementation of FirstNet, the National Public Safety Broadband Network (NPSBN) as well as the adoption of mobile broadband applications that enable interoperable data and information sharing between agencies.

To guide Texas emergency communications agencies in selecting and implementing applications that ensure interoperability for situational awareness, TxDPS has adopted two technologies that are available at no cost for basic subscriptions.

- 1) Team Awareness Kit (TAK). DPS has established a server that agencies can join. Team Awareness Kit provides situational awareness, puts ‘dots-on-a-map’ of locations for personnel, aircraft, UAS and deployable equipment. TAK is used to coordinate teams and operations involving multiple jurisdictions.

Bridge4PublicSafety (Bridge4PS). Bridge4PS is available to download from the website: <https://www.bridge4ps.com/>. Bridge4PS is a public safety communications platform that provides messaging and collaboration features tailored to the unique requirements of first responders. Bridge4PS complies with the *Public Safety Messaging – Position Paper* the TxICC adopted in July 2019.

9-1-1/Next Generation 9-1-1

The Texas 9-1-1 program is overseen by the Commission on State Emergency Communications (CSEC), Emergency Communications Districts as well as Municipal Emergency Communications Districts.³ Texas operates 455 Primary Public Safety Answering Points (PSAPs). In 2023, approximately 18.5 million 9-1-1 calls were received by Texas PSAPs, of which almost 85.7% were made from wireless devices.⁴ The Texas Next Generation 9-1-1 (NG9-1-1) environment is comprised of interconnected and interoperable Next Generation 9-1-1 (NG9-1-1) systems of local, regional, and other emergency services networks (ESInets). The CSEC, with the assistance of its Emergency Communications Advisory Committee (ECAC), coordinates the identification and development of policies in support of interconnectivity and interoperability; and is used for communications between and among public safety and 9-1-1 entities that will be part of the Texas Next Generation Emergency Communications System. As NG9-1-1 is implemented by the Regional Planning Commissions (RPCs) and Emergency Communications Districts, CSEC and its ECAC will work to ensure that appropriate policies are adopted in the *Strategic Plan for Statewide 9-1-1 Service and Next Generation 9-1-1 Master Plans*. The 9-1-1 community establishes, trains, and deploys the Telecommunication Emergency Response Teams (TERT) in Texas to support PSAPs in impacted areas.

³ [Texas 911](#)

⁴ [2023 16th Annual FCC Fee Report Texas Filings](#)

Alerts and Warnings

Alerts and Warnings in Texas are supported by the Texas Division of Emergency Management (TDEM) Alerts and Warnings program including the Integrated Public Alerts and Warnings System (IPAWS).

State agencies and other organizations in the State Operations Center (SOC) constantly monitor developing and ongoing situations within Texas.⁵ These organizations have created the Texas Emergency Alert System (EAS) Plan, a plan for alerting the public about an imminent risk to life and property that details systems for governmental agencies and media to cooperate in disseminating this information. The Texas Emergency Communications Committee, per the President of the United States, the Federal Communications Committee, and DHS, has adopted the Texas EAS Plan.

National emergency messages are disseminated across the state through a web (also called a “daisy chain”) emanating over the air from Texas’ four national PEP stations, KTRH Houston, WBAP Dallas-Fort Worth, KLBJ Austin, and KROD El Paso. As a secondary EAS distribution method Texas uses the Integrated Public Alert and Warning System (IPAWS) – the Internet-based system for communicating alerts developed and operated by the Federal Emergency Management Agency (FEMA).

CYBERSECURITY

Goal: Offer outreach support to provide updates, best practices, and monitoring of industry developments, and direction to current resources.

The Office of the Chief Information Security Officer (OCISO) within the Texas Department of Information Resources (DIR) provides information security program guidance to the Texas public sector. Led by the State of Texas Chief Information Security Officer the team works to set state information security policies and standards and publish guidance on best practices, improve incident response preparedness, monitor, analyze incidents, coordinate security services, and promote information sharing throughout the public sector cybersecurity community.⁶ Information is distributed through the Texas Information Sharing and Analysis Organization (TX-ISAO).

IMPLEMENTATION PLAN

Each goal and its associated objectives have a timeline with a target completion date, and one or multiple owners that will be responsible for overseeing and coordinating its completion. Accomplishing goals and objectives will require support and cooperation from numerous individuals, groups, or agencies, and will be added as formal agenda items for review during regular governance body meetings. The Cybersecurity and Infrastructure Security Agency’s (CISA) Interoperable Communications Technical Assistance Program (ICTAP) has a catalog of technical assistance⁵ (TA) available to assist with the implementation of the SCIP. TA requests are to be coordinated through SWIC.

Texas’ implementation plan is shown in the table below.

⁵ [Technical Assistance Catalog](#)

Governance and Leadership

Initiatives	Owners	Date	Tactical/ Strategic	Metric	NECP Alignment
1.1 Maintain the Statewide Interoperability Coordinator (SWIC) Office and the Texas Interoperable Communications Coalition (TxICC) by maintaining the Statewide Communication Interoperability Plan (SCIP), inclusive stakeholder engagements, and reviewing governance documents	SWIC	Ongoing in odd numbered years	Tactical (T)	SCIP evaluated biannually, TxICC charter evaluated every four years	1.1
1.2 Maintain Regional Interoperable Communications Committees (RICCs) in all 24 Council of Governments (COGs) including the three Tribes and conduct meetings annually at a minimum	COGs, Tribes	Ongoing	Strategic (S)	Verified through Focus Group (FG) report	1.2
1.3 Review and revise local and tribal points of contact lists including emergency communications stakeholders, SCIP Executive Committee (SEC) delegates, radio programmers, ID plan contacts, cyber security stakeholders, 9-1-1 stakeholders, and Communications Unit contacts, and any new subject matter experts identified in the annual Focus Group (FG) Report	COGs, Tribes, SWIC	April 30, annually	T	Updates contact lists submitted to TXSWIC@dps.texas.gov with annual FG report	1.2

Initiatives	Owners	Date	Tactical/ Strategic	Metric	NECP Alignment
1.4 Educate state, local, tribal, and regional decision makers, and elected officials on the importance of all aspects of interoperable communications and the need to fund and sustain systems	SWIC, COGs, Tribes, Texas Association of Regional Councils	April 30, annually	S	Verified through FG reports	1.2
1.5 Locally or regionally hold at least one information exchange/demonstration session with stakeholders and the public (possibly in conjunction with an existing regional public event) to share agency mission, initiatives, deployable assets, and any other available resources that could be used for regional or statewide response	COGs, Tribes, and all stake holders	April 30, annually	T	Verified through FG report	1.3
1.6 Develop legislative report of statewide progress towards interoperability and SCIP initiatives based on RICC Focus Group Reports	SWIC	June 30, annually	T	Completed report	1.3
1.7 Maintain the Texas Statewide Interoperability Channel Plan (TSICP), eTXFOG and affiliated Memoranda of Understanding (MOUs) and post to a shared location	Tx DPS	Ongoing	T	This is a living document. Updated eTXFOG in Fall awaiting access to library.	1.3

Initiatives	Owners	Date	Tactical/ Strategic	Metric	NECP Alignment
1.8 Inform stakeholders on new technology and cybersecurity updates (including urgent notices as required)	SWIC	Ongoing	T	TxICC Newsletters and notices	1.3
1.9 SWIC Office represents the State of Texas at the Federal level and at industry conferences	SWIC	Ongoing	S	SWIC Office attend per year: 2 NCSWIC meetings 4 NCSWIC/SAFECOM/ Federal committee meetings (virtual or in-person) Fire Marshals, Texas Police Chiefs etc. At least one conference per discipline	1.3
1.10 Increase public safety Government Emergency Telecommunications Service (GETS) GETS/Wireless Priority Service (WPS) adoption rate by 2%	SWIC, TDEM, COGs/Regional Planning Commissions (RPCs), Emergency Support Function (ESF) partners	February 2027	T	Verified in Cybersecurity and Infrastructure Security Agency (CISA) Priority Telecommunications Services (PTS) reporting	1.3
1.11 SWIC Office maintains SOP for team awareness kit	SWIC	Ongoing		Updated as needed with Strategic Advisory Group (SAG) input. Posted on SWIC website.	1.3

Planning and Procedures

Initiatives	Owners	Date	Tactical/ Strategic	Metric	NECP Alignment
2.1 Engage RICC to complete annual Focus Group and Interoperability Level reports, using surveys, webinars, or meetings	COGs, Tribes, SWIC	April 30, annually	S	>85% completed FG and Interoperability Level surveys	2.1
2.2 Identify and prioritize needs and plans for interoperability for each of the COGs and Tribes. Review and Update Regional SOPs as needed. Determine if tools or best practices need to be developed	COGs, Tribes, SWIC	In-person COG/regional workshop, biannually	S	>85% of the total of COGs and tribes have a biannual meeting, Review or Update Regional SOPs	2.1
2.3 Review, update, and maintain resources in common collaboration platforms	SWIC	Ongoing maintenance	S	Annual review of information and files on shared sites to ensure information is up to date (Communications Assets Survey and Mapping Tool [CASM],	2.1
2.4 COGs engage appropriate stakeholders to update the technology capabilities and migration sections of Regional Interoperable Communication Plans (RICPs), in addition to any other RICP sections or information requiring updates as needed outside Technical Assistance (TA)	COGs, Tribes	Ongoing/Annually *Update no less than 5 years	S	Updated RICP reports, verified through FG report	2.2
2.5 Develop a single unified communications database	TxDOT, TxDPS, TPWD, TDEM	August 2027	T		2.2

Training, Exercises, and Evaluation

Initiatives	Owners	Date	Tactical/ Strategic	Metric	NECP Alignment
3.1 Promote awareness and participation for the basic interoperable radio training curriculum available online. Also, engage accredited or organizations as appropriate to adopt interoperable radio communications curriculum as part of continuing education programs	Texas on Law Enforcement (TCOLE); Texas Commission on Fire Protection (TCFP); Texas Health and Human Services (THHSC); State Firefighters' and Fire Marshals of Texas (SSFMA)	Annually/April 30	S	Training available online. Compile list of and contact accrediting organizations and points of contact (POCs)	3.1
3.2 Agencies conduct regular drills to practice use of interoperability channels/talk groups; examples include: - Regular roll calls on interoperability channels/talk groups - Parking lot drill (TXSWIC webpage) - Regular communications drill integrated with annual required training	SWIC	Annually/April 30/Every 2 Years	T	SWIC is working on conducting radio reviews. TTX focused on county and public entities verified naming conventions and radio programming.	3.1
3.4 Identify the effectiveness and use of Regional Standard Operating Procedures (RSOPs) during exercises or real-world events, in compliance with the National Incident Management (NIMS)/Incident Command System (ICS)	COGs, Tribe	Ongoing	S	All COGs and tribes conduct multi-agency exercise every two years, verified through FG report	3.1
3.5 Identify a Communications Unit single POC for each COG and Tribe, POCs will maintain the list of Communications Unit personnel.	COGs, Tribes, SWIC	Ongoing		Data uploaded, maintained and verified through FG report.	3.3

Initiatives	Owners	Date	Tactical/ Strategic	Metric	NECP Alignment
3.6 Measure the usage of Team awareness Kit (TAK) on multi-agency events	SWIC	Ongoing/Annually		Annual report with number of agencies hosted and number of multi-agency events supported.	3.2
3.7 Measure the usage of Bridge4PS on multi-agency events	SWIC	Ongoing/Annually		Implement into state exercise	3.2

Communications Coordination

Initiatives	Owners	Date	Tactical/ Strategic	Metric	NECP Alignment
4.1 Monitor and share industry and government advancements and best practices in communications during the annual TxICC Conference	SWIC, COGs, Tribes	Quarter Four (Q4) Calendar Year (CY) 2023, annually	T	At least one SWIC presentation or message to TxICC annually, RICC's share with local stakeholders	4.2
4.2 Regularly review and update local, tribal, and regional asset inventories in the CASM database-review relevancy and incentives	SWIC, COGs, Tribes	Ongoing	T	Verified through FG reports	4.2
4.3 Coordinate with emergency alerts and warnings and Next Generation 9-1-1 (NG9-1-1) organizations to provide updates and best practices to stakeholders	SWIC, Commission on State Emergency Communication, 9-1-1 Districts statewide, Texas Division of Emergency Management (TDEM)	Ongoing	T	NG9-1-1 and Alerts & Warnings updates provided to stakeholders annually at minimum, generally at TxICC annual conference. SWIC Office, CSEC Executive Director and TDEM Alerts and Warning Unit Chief meet quarterly	4.2, 4.3

Initiatives	Owners	Date	Tactical/ Strategic	Metric	NECP Alignment
4.4 Update RSOPs as needed; distribute to all local, tribal, and mutual aid responder agencies in the region	COGs, Tribes	January, biannually	T	Updated RSOPs uploaded to HSIN, verified through FG report	4.2
4.5 Share resources and best practices among federal, state, tribal, regional, and local entities that highlight interoperability improvements and cost savings	System Owners, SWIC	Every two years	S	Conduct annual TRUNK managers meetings	4.2

Technology and Infrastructure

Initiatives	Owners	Date	Tactical/ Strategic	Metric	NECP Alignment
5.1 Transition public safety voice radio systems to comply with Project 25 (P25) standards for statewide interoperability	COGs, Tribes, SWIC	Ongoing	T	Verified through technology interoperability levels identified annually by counties and Tribes through the level of interoperability survey	5.2
5.2 Program all public safety and incident response subscriber radios with TSICP-designated interoperability channels and applicable interoperability talk groups	COGs, Tribes, system managers, state agencies	Ongoing	S	Verified through FG reports	5.2
5.3 Verify public safety agencies have executed the TSICP MOU	COGs, Tribes, local entities, SWIC, state agencies	Ongoing, biannually	T	Verified during grant process with SWIC approval, verified through FG reports	5.2

Initiatives	Owners	Date	Tactical/ Strategic	Metric	NECP Alignment
5.4 Enforce standards to regulate grant funding distribution	SWIC in collaboration with Office of the Governor	Ongoing	T	Verified during grant process with SWIC approval. 7/800 UHF/VHF adding all three bands and AES multi-key encryption for required grant required radios. For TRUNK Radios: Phase 2 DMA, Time division multiple access, Multi-system Over the radio (OTAR) rekeying	5.3
5.5 Implement the Team Awareness Kit (TAK)	DPS, TDEM, state agencies, local entities	Ongoing	T	Used during training exercise/event, verified through FG reports	5.3
5.6 Evaluate and implement Bridge4Public Safety	DPS, TDEM, state agencies, local entities	2027	T	Used during training exercise/event, verified through FG reports	5.3
5.7 Establish a statewide standard for state or federal administrated grant funding for emergency radio communications	TSICP Advisory Group	July 2026	T	Establish a standard feature set from each manufacturer	5.2
5.8 Establish a standard SSID for wifi-enabled radio connectivity	TSICP Advisory Group	Dec 2026	T		5.3

Cybersecurity

Initiatives	Owners	Date	Tactical/ Strategic	Metric	NECP Alignment
6.1 Promote a cybersecurity awareness month webinar series further.	DIR, UTSA Cyber Command	Ongoing	T	Completion of webinar, can be in conjunction with TxICC Conference or CISA Cyber Awareness Month	6.1

Initiatives	Owners	Date	Tactical/ Strategic	Metric	NECP Alignment
6.2 Encourage agencies to conduct cybersecurity threat assessments, maturity assessments, or vulnerability assessments utilizing best practice guidance	SWIC, COG	Ongoing	T	Provide best practice documents via TxICC newsletters or presentations/webinars, verified through FG report	6.1
6.3 Actively share best practices, standards, and frameworks for cybersecurity from National Institute of Standards and Technology (NIST) and CISA on Bridge 4PS	SWIC	Ongoing, monthly uploads	S	Best practices and standards uploaded to platform, share Texas DPS Cyber Newsletter	6.2
6.4 Create a working group to use common cybersecurity collaboration platform Bridge 4PS	SWIC	2027	T	Create working group to us Bridge 4PS	6.3
6.5 Implement Bridge 4PS	SWIC	2027	T	Go-live of platform	6.3

APPENDIX A: STATE MARKERS

In 2019, CISA supported States and Territories in establishing an initial picture of interoperability nationwide by measuring progress against 30 markers. These markers describe a State or Territory's level of interoperability maturity. Below is Texas' assessment of their progress against the markers.

Marker #	Best Practices / Performance Markers	Initial	Defined	Optimized
1	State-level Emergency Communications Governing Body Established (e.g., SIEC, SIGB): Governance framework is in place to sustain all emergency communications.	Emergency communications governing body does or does not exist, but the body has not been formalized by legislative or executive actions.	Emergency communications governing body is established through an executive order	Emergency communications governing body is codified through a state law
2	Emergency Communications Governing Body Inclusion: Statewide governance body is comprised of all components of the emergency communications ecosystem (Communication Champion/SWIC, LMR, Broadband/LTE, 911, and AWN) and invites other relevant emergency communications partners to participate in the meetings.	Initial (1-5) Governance body participation includes: ☐ Communications Champion/SWIC ☐ LMR ☐ Broadband/LTE ☐ 911 ☐ Alerts, Warnings, and Notifications ☐ Federal components representatives ☐ CISA (ECC, CSA, etc.) ☐ Federal Law Enforcement ☐ Federal Land Management ☐ FEMA ☐ US Dept. of Health and Human Services ☐ Military (including Coast Guard) ☐ State Cyber Representatives ☐ State Chief Information Officer ☐ State Legislative Liaison ☐ State Emergency Management Agency ☐ State Homeland Security Advisor or representative ☐ State Administrative Agency Representative ☐ National Guard ☐ Local or County Representatives ☐ Tribal Representatives ☐ Other (Please Specify)	Defined (6-10) Governance body participation includes: ☒ Communications Champion/SWIC ☒ LMR ☐ Broadband/LTE ☒ 911 ☒ Alerts, Warnings, and Notifications ☒ Federal components representatives ☒ CISA (ECC, CSA, etc.) ☐ Federal Law Enforcement ☐ Federal Land Management ☐ FEMA ☐ US Dept. of Health and Human Services ☐ Military (including Coast Guard) ☐ State Cyber Representatives ☐ State Chief Information Officer ☐ State Legislative Liaison ☒ State Emergency Management Agency ☐ State Homeland Security Advisor or representative ☐ State Administrative Agency Representative ☐ National Guard ☒ Local or County Representatives ☒ Tribal Representatives ☐ Other (Please Specify)	Optimized (10+) Governance body participation includes: ☐ Communications Champion/SWIC ☐ LMR ☐ Broadband/LTE ☐ 911 ☐ Alerts, Warnings, and Notifications ☐ Federal components representatives ☐ CISA (ECC, CSA, etc.) ☐ Federal Law Enforcement ☐ Federal Land Management ☐ FEMA ☐ US Dept. of Health and Human Services ☐ Military (including Coast Guard) ☐ State Cyber Representatives ☐ State Chief Information Officer ☐ State Legislative Liaison ☐ State Emergency Management Agency ☐ State Homeland Security Advisor or representative ☐ State Administrative Agency Representative ☐ National Guard ☐ Local or County Representatives ☐ Tribal Representatives ☐ Other (Please Specify)

3	SWIC Position Established: A full-time employee, either a SWIC or an employee that performs the duties of a SWIC, is in place to promote the performance of all Interoperability Markers	A SWIC position or an employee performing the duties of the SWIC position does not exist	A full-time SWIC position with collateral duties or a full-time employee with the duties of the SWIC position as part of their collateral duties. Also, the SWIC position appears in the Administrative Rule of the state/territory agency that the SWIC serves in or is established through Executive Order.	A full-time SWIC position established through state law
4	SWIC Office established: The SWIC has a dedicated office, that includes a deputy SWIC and support staff	A SWIC, or full-time employee performing the duties of a SWIC as collateral duties, is the only person in place to promote the performance of all Interoperability Markers	A SWIC and deputy SWIC are the only two people in place to promote the performance of all Interoperability Markers	A SWIC has a deputy SWIC as well as one or more additional full-time employee/s in place to promote the performance of all Interoperability Markers
5	SWIC and/or SWIC Office State/Territory Level Coordination: A state/territory coordination across all emergency communications technologies is at the core of successful emergency communications interoperability. If the SWIC and/or SWIC office is not the primary lead for a specific governance, policy, technology, training & exercise, or usage role, the SWIC and/or SWIC office should play a significant coordinating role in bringing the responsible leads together to further enhance a state or territory ability to improve interoperable emergency communications.	The SWIC and/or its office has coordinated with 1-4 state/territory agencies responsible for the following emergency communications governance, policy, technology, training & exercise, or usage role at the state/territory level (check all that apply): ☐ 911-Telephone, CAD, and NG911 ☐ Governance ☐ Training and Exercises ☐ Cybersecurity ☐ Radio Communications Systems ☐ Broadband and Data Systems ☐ Alerts and Warnings ☐ State-level Emergency Management Agency ☐ Priority Telecommunications Services ☐ UASI Involvement ☐ Tribal Engagement ☐ IMT Coordinator	The SWIC and/or its office has coordinated with 5-8 state/territory agencies responsible for the following emergency communications governance, policy, technology, training & exercise, or usage role at the state/territory level (check all that apply): ☐ 911-Telephone, CAD, and NG911 ☐ Governance ☐ Training and Exercises ☐ Cybersecurity ☐ Radio Communications Systems ☐ Broadband and Data Systems ☐ Alerts and Warnings ☐ State-level Emergency Management Agency ☐ Priority Telecommunications Services ☐ UASI Involvement ☐ Tribal Engagement ☐ IMT Coordinator	The SWIC and/or its office has coordinated with 9-12 state/territory agencies responsible for the following emergency communications governance, policy, technology, training & exercise, or usage role at the state level (check all that apply): ☒ 911-Telephone, CAD, and NG911 ☒ Governance ☒ Training and Exercises ☐ Cybersecurity ☒ Radio Communications Systems ☒ Broadband and Data Systems ☐ Alerts and Warnings ☒ State-level Emergency Management Agency ☒ Priority Telecommunications Services ☒ UASI Involvement ☒ Tribal Engagement ☐ IMT Coordinator
6	Statewide Communication Interoperability Plan (SCIP) Refresh: SCIP is a planning document that continues to be executed in a timely manner. Updated SCIPs are reviewed and approved by SIGB/SIEC.	The state/territory does not have a SCIP	The state/territory has a SCIP, but it is older than three years	The state/territory has a SCIP that has been updated within the past three years.

7	Completion of SCIP goals: The state/territory is on track to accomplish the goals laid out in the SCIP and/or has completed the goals within the desired timeframe	<50% of the SCIP goals are completed or on track for completion	>51%<79% of the SCIP goals are completed or on track for completion	>80% of the SCIP goals are completed or on track for completion
8	Utilization of the Emergency Communications Governing Body to discuss SCIP Progress: SCIP progress updates are a regular topic for discussion during for emergency communications governing body meetings.	SCIP progress updates are not included as a meeting agenda topic for the emergency communications governing body meetings	SCIP progress updates are included one to two times a year as a meeting agenda topic for the emergency communications governing body meetings	SCIP progress updates are regularly included as a meeting agenda topic for the emergency communications governing body meetings
9	Integrated Emergency Communication Grant Coordination: For Federal grants funds, the state / territory is tracking and optimizing emergency communications grant proposals with the assistance of the SWIC to ensure compliance and interoperability with national and state/territory standards, alignment with the SCIP, and there is strategic visibility into how grant money is being spent.	No explicit approach or only informal emergency communications grant coordination between localities, agencies, SAA and/or the SWIC within a state / territory	SWIC and/or the emergency communications governing body provides guidance to agencies and localities for emergency communications grant funding but does not review proposals or make recommendations	SWIC and/or the emergency communications governing body provides guidance to agencies and localities for emergency communications grant funding and reviews grant proposals for alignment with the SCIP and complies with appropriate standards such as P25. SWIC and/or the emergency communications governing body provides recommendations to the SAA.
10	TICP (or equivalent) Developed: Tactical Interoperable Communications Plans (TICPs) are established at the statewide or regional level and are periodically reviewed, validated, and updated (if needed). TICPs are socialized with the appropriate public safety stakeholders and are used during exercises.	No statewide or regional TICP in place	Statewide or Regional TICP(s) have been reviewed, validated, and updated (if needed) within the past 2-5 years but has not been socialized with the appropriate public safety stakeholders or used during exercises	Statewide or Regional TICP(s) have been reviewed, validated, and updated (if needed) within the past 2 years and has been socialized with the appropriate public safety stakeholders and are used during exercises
11	Field Operations Guides (FOGs) Developed: Field Operations Guides are established at the statewide or regional level and are periodically reviewed, validated, and updated (if needed). FOGs are socialized with the appropriate public safety stakeholders and are used during exercises	No statewide or regional FOG in place	Statewide or regional FOG(s) have been reviewed, validated, and updated (if needed) within the past 2-5 years but has not been socialized with the appropriate public safety stakeholders or used during exercises	Statewide or regional FOG(s) have been reviewed, validated, and updated (if needed) within the past 2 years and has been socialized with the appropriate public safety stakeholders and are used during exercises
12	Statewide AWN plan: State/Territory has a statewide Alerts, Warnings, and Notifications plan that highlights the roles and responsibilities of each relevant entities.	No statewide or territory-wide AWN plan	Statewide or territory-wide coordinated AWN plan is in place and is older than 2 years	Statewide or territory-wide coordinated AWN plan is in place and has been reviewed within the last 2 years and describes how all Alerts, warnings and notifications are handled across all alerting authorities.

13	Outreach to Entities not covered in AWN plan: State/Territory understand and know who is not covered by the statewide/territory-wide AWN plan and has an outreach plan in place to build partnerships with these entities.	State/Territory knows which entities are not covered in the statewide/territory-wide AWN plan but has not conducted outreach to such entities	State/Territory knows which entities are not covered in the statewide/territory-wide coordinated AWN plan and has conducted outreach to such entities	State/Territory knows which entities are not covered in the statewide/territory-wide coordinates AWN plan, conducted outreach to such entities, and have incorporated these entities into the overall statewide / territory-wide coordinated plan (e.g., MOU)
14	Radio Programming: State-owned/state-controlled radios are programmed for National/Federal, SLTT interoperability channels and channel nomenclature consistency across a state / territory.	<49% of state-owned/state-controlled radios are programed for interoperability and consistency	>50%<74% of state-owned/state-controlled radios are programed for interoperability and consistency	>75%<100% of state-owned/state-controlled radios are programmed for interoperability and consistency
15	Sustainment of Radio Programming: State/Territory has a radio programming plan developed to ensure radios are programmed for National/Federal, SLTT interoperability channels and channel nomenclature are consist across a state/territory	State/Territory has a radio programming plan or are in the process of developing a radio programming plan	State/Territory has a radio programming plan in place and provide trainings to the radio users to help with compliance	State/Territory has a radio programming plan, provides training to the radio users, and has a sustainability mechanism in place.
16	Continuous Education of Radio Programming: State/Territory has a plan in place to continuously educate radio users on National/Federal, SLTT interoperability channels and channel nomenclature consistency across a state/territory	There is no plan in place for continuous education for radio users on radio programming and channel nomenclature	State/Territory is developing a continuous education plan for radio users on radio programming and channel nomenclature	State/Territory has a continuous education plan in place for radio users on radio programming and channel nomenclature
17	Radio Encryption Plan: The state/territory has an encryption plan that promotes Advanced Encryption Standard (AES) in place for the radio systems within the state/territory	There is no encryption plan that promotes AES in place for the radio systems within the state/territory	The state/territory is developing an encryption plan that promotes AES for radio systems within the state/territory	The state/territory has an encryption plan that promotes AES in place for radio systems within the state/territory

18	Cybersecurity Assessment Awareness: Public safety communications network owners have conducted a cybersecurity assessment and developed a cyber incident response plan.	Public safety communications network owners, specifically LMR, 911, and A&W, have completed a cyber security assessment. (check the box by for the public safety communication networks that completed a cybersecurity assessment) ☐ LMR ☐ 911 ☐ Alerts and Warnings	Public safety communications network owners, specifically LMR, 911, and A&W, have completed a cyber security assessment. (check the box by for the public safety communication networks that completed a cybersecurity assessment) ☒ LMR ☒ 911 ☐ Alerts and Warnings	Public safety communications network owners, specifically LMR, 911, and A&W, have a cyber incident response plan. (check the box by for the public safety communication networks that have a cyber incident response plan) ☐ LMR ☐ 911 ☐ Alerts and Warnings Further, the state/territory has contacted its LTE providers to see if they have a cyber incident plan in place. ☐ Yes ☐ No
19	NG911 Implementation: NG911 implementation is underway to serve state / territory population.	The state/territory NG911 implementation is in the Legacy or Foundational (Phase I) stages where the ESInet is ready to receive 911 calls from the Originating Service Providers (OSP) via a Legacy Network Gateway	The state/territory NG911 implementation is in the Transitional or Intermediate stages (Phase II) where the ESInet is ready to receive 911 calls in SIP format	The state/territory NG911 implementation is in the End State (Phase III) where the ESInet is ready to receive 911 calls in NG911 format
20	Artificial Intelligence/Machine Learning Incorporation into 911 Call Centers: The state/territory is incorporating Artificial Intelligence/Machine Learning (AI/ML) tools into 911 call centers to assist with analyzing the numerous data streams coming into the center.	The state/territory has not or is not considering incorporating AI/ML tools into 911 call centers within the state/territory	The state/territory is currently considering/researching possible AI/ML tools that could be incorporated into the 911 centers within the state/territory	The state/territory has identified AI/ML tools to utilize in their 911 call centers and has begun implementations
21	Data Operability / Interoperability: Ability of agencies within a region to exchange data on demand, and as needed, and as authorized. Examples of systems would be: - CAD to CAD - Chat - GIS - Critical Incident Management Tool (i.e. Web EOC) - Patient Care Records (i.e. Transfer of patient from one jurisdiction to the next)	Agencies are able to share data only by email. Systems are not touching or talking.	Systems are able to touch but with limited capabilities. One way information sharing.	Full system to system integration. Able to fully consume and manipulate data. Two-way information sharing

22	Communications Exercise Objectives: States/Territories have exercised and successfully tested their capabilities against all of FEMA's Operational Communications Core Capabilities standard capability targets	State/Territory has not exercised and tested their capabilities against the standardized capability targets for Operational Communications as outlined in the FEMA Operational Communications Core Capability Development Sheet.	State/Territory has exercised and tested their capabilities against 1 to 2 of the standardized capability targets for Operational Communications as outlined in the FEMA Operational Communications Core Capability Development Sheet. (Check the ones that have been tested in an exercise) ☒ Ensure the capacity to communicate with both the emergency response community and the affected populations and establish interoperable voice and data communications between federal, tribal, state, and local first responders. ☒ Re-establish sufficient communications infrastructure within the affected areas to support ongoing life-sustaining activities, provide basic human needs, and a transition to recovery. ☒ Re-establish critical information networks, including cybersecurity information sharing networks, to inform situational awareness, enable incident response, and support the resilience of key systems.	State/Territory has successfully exercised and tested their capabilities against all 3 of the standardized capability targets for Operational Communications as outlined in the FEMA Operational Communications Core Capability Development Sheet.
23	Information and Communications Technology Position Resource Plan: States/Territories have an Information and Communications Technology Position Resource Plan in place and a process for reviewing and refreshing the plan, as needed.	State/Territory is conducting a communications unit needs assessment and/or developing an Information and Communications Technology Position Resource Plan	State/Territory has an Information and Communications Technology Position Resource Plan	State/Territory has an Information and Communications Technology Position Resource Plan and a process for reviewing and refreshing their Information and Communications Technology Position Resource Plan, when needed

24	Incident Communications Resource Coordination Process: Process to develop, maintain, and deploy emergency communications capabilities is implemented and active in state/territory.	☐ State/Territory does not have an active program/process to develop, maintain, and deploy emergency communications resources to support incident communications. OR ☐ State/Territory offers courses in the relevant Information and Communications Technology (ICT) positions and has active enrollment in these courses.	State/territory has an incident communications resource plan, facilitates resource supports an established process for qualification and has an actively engaged resource qualification review board (QRB)	State/territory has an incident communications resource plan, actively engaged QRB, and the state/territory has the ability to deploy/facilitate deployment of incident communications resources
25	Communications Usage Best Practices/Lessons Learned: Thorough after-action reporting, capability and mechanism exists within the state/territory to capture emergency communications best practices/lessons learned activities and share these activities with the appropriate stakeholders and partners.	Does not capture emergency communications best practices/lessons learned activities through after-action reporting	Does capture emergency communications best practices/lessons learned activities through after-action reporting	Does capture emergency communications best practices/lessons learned activities through after-action reporting and proactively shares these activities with stakeholders and partners.
26	Promoting Priority Telecommunications Services Best Practices: SWIC and/or the emergency communications governing body are actively promoting the use of Priority Telecommunications Services (PTS) within the state/territory.	SWIC and/or the emergency communications governing body are promoting Priority Telecommunications Services by the following 1-2 activities (check all that apply): ☐ Promoting PTS by distributing relevant information to stakeholders ☐ Incorporating GETS and WPS into trainings and exercises ☐ Requesting annual training and education on PTS ☐ Including PTS programs and products updates on the emergency communications governing body's meeting agenda	SWIC and/or the emergency communications governing body are promoting Priority Telecommunications Services by the following 3 activities (check all that apply): ☐ Promoting PTS by distributing relevant information to stakeholders ☐ Incorporating GETS and WPS into trainings and exercises ☐ Requesting annual training and education on PTS ☐ Including PTS programs and products updates on the emergency communications governing body's meeting agenda	SWIC and/or the emergency communications governing body are promoting Priority Telecommunications Services by the following 4 activities (check all that apply): ☒ Promoting PTS by distributing relevant information to stakeholders ☒ Incorporating GETS and WPS into trainings and exercises ☒ Requesting annual training and education on PTS ☒ Including PTS programs and products updates on the emergency communications governing body's meeting agenda

27	Outreach: The SWIC and/or the SWIC's office has outreach mechanisms in place to share information across state.	The SWIC and/or the SWIC office's electronic communication (e.g. SWIC email, newsletter, social media, etc.) is distributed to relevant stakeholders on regular basis	Initial plus the SWIC and/or the SWIC office attends in-person/webinar conference/meeting attendance and is an active participant.	Defined plus the SWIC and/or the SWIC office maintains a current and up-to-date web presence that contains information about emergency communications interoperability, the state PACE plan (if one is in place), SCIP, trainings, interoperable radio programming, etc.
28	Sustainment Management/Planning Cycle: As the technologies' life cycles are getting shorter, states/territories have adapted interoperable component system's sustainment through updated policies and other activities. For example, having an accurate inventory of equipment subject to lifecycle management.	A sustainment assessment plan is in place and includes establishing an end-of-life date for state/territory owned or leased interoperable component systems (e.g. communications infrastructure, equipment, programs, management) that need sustainment funding.	Meets criteria for Initial, plus established a tool that allows the state/territory to track the sustainment plan for the components of the state/territory owned or leased interoperable system.	Meets the criteria for Defined, plus the state/territory has the administration and support needed to maintain a sustainment management system for the components of their owned or leased interoperable systems.
29	Risk Management and Mitigation (PACE Focus): The state/territory has a Primary, Alternative, Contingency, Emergency (PACE) plan in place that has been socialized and exercised.	The state/territory does not have a PACE plan in place	The state/territory is developing a PACE plan	The state/territory has completed a PACE plan within the last two years, and it has been socialized and exercised.
30	Risk Management and Mitigation (Cybersecurity Focus): The state/territory has a cybersecurity plan that includes emergency communications technologies in place that has been socialized and exercised.	The state/territory does not have a cybersecurity plan that includes emergency communications technologies in place	The state/territory is developing a cybersecurity plan that includes emergency communications technologies	The state/territory has completed a cybersecurity plan that includes emergency communications technologies within the last two years, and it has been socialized and exercised.

APPENDIX B: ACRONYMS

Acronym	Definition
A&W	Alerts and Warnings
Bridge4PS	Bridge 4 Public Safety
CASM	Communication Assets Survey and Mapping
CISA	Cybersecurity and Infrastructure Security Agency
COG	Council of Government
CSEC	Commission on State Emergency Communications
CY	Calander Year
DIR	Department of Information Resources
DHS	Department of Homeland Security
DPS	Department of Public Safety
EAS	Emergency Alert System
ESInet	Emergency Services Internal Protocol Network
FEMA	Federal Emergency Management Agency
FG	Focus Group
FOG	Field Operations Guide
GETS	Government Emergency Communications Service
GIS	Geospatial Information System
HSIN	Homeland Security Information Network
ICS	Incident Command System
ICTAP	Interoperable Communications Technical Assistance Program
IPAWS	Integrated Public Alert and Warnings System
LMR	Land Mobile Radio
LTE	Long-Term Evolution
MOU	Memorandum of Understanding
NCSWIC	National Council of Statewide Interoperability Coordinators
NECP	National Emergency Communications Plan
NG9-1-1	Next Generation 9-1-1
OCISO	Office of Chief Information Security Officer
POC	Point of Contact
PSAP	Public Safety Answering Point
PTS	Priority Telecommunications Service
P25	Project 25
RICC	Regional Interoperable Communications Committee
RICP	Regional Interoperable Communication Plan
RSOP	Regional Standard Operating Procedure
SAG	Strategic Advisory Group
SCIP	Statewide Communications Interoperability Plan
SEC	Statewide Interoperable Communication Plan Executive Committee

Acronym	Definition
SOC	State Operations Center
SOP	Standard Operating Procedure
SWIC	Statewide Interoperability Coordinator
TA	Technical Assistance
TAK	Team Awareness Kit
TDEM	Texas Division of Emergency Management
TERT	Telecommunications Emergency Response Team
TICP	Tactical Interoperable Communications Plan
TSICP	Texas Statewide Interoperability Channel Plan
TXeFOG	Texas electronic Field Operations Guide
TxICC	Texas Interoperable Communications Coalition
TX-ISA0	Texas Information Sharing and Analysis Organization
WPS	Wireless Priority Services

COMMUNICATION

SUBJECT: Consider request of the Animal Control Department to declare one (1) fleet vehicle as surplus and authorize the disposal of said vehicle by releasing it to Enterprise Fleet Management to auction off. Presenter is Tobie Bias

INFORMATION:

CITY OF PORT LAVACA

CITY COUNCIL MEETING: JULY 13, 2026**AGENDA ITEM _____****DATE:** JULY 9, 2026**TO:** THE HONORABLE MAYOR AND CITY COUNCIL MEMBERS**FROM:** TOBIE BIAS, POLICE CHIEF**SUBJECT:** DECLARE VEHICLE ASSET AS SURPLUS

BACKGROUND:

The Animal Control Department would like to declare one fleet vehicle (Unit 25QJH3) as surplus. This vehicle has been replaced with a new vehicle per the Enterprise Agreement authorized in 2026.

Unit: 253NVH

VIN: 1FD7X2AT9MED53095

Year/Make/Model: 2021 Ford F-250 XL 4x2 SD Super Cab 6.75 ft. box 148 in. WB SRW

FINANCIAL IMPLICATIONS:

None

RECOMMENDATION:

Staff recommends declaration of surplus of one fleet vehicle (unit 253NVH) as surplus and authorize the disposal of vehicle by releasing it to Enterprise Fleet Management.

COMMUNICATION

SUBJECT: Consider Second and Final reading of an Ordinance (G-7-26) of the City of Port Lavaca amending the Code of Ordinances, Appendix A - Fees, Rates and Changes; Chapter 24 Law Enforcement; and providing an effective date. Presenter is Tobie Bias

INFORMATION:



Port Lavaca City Council
202 North Virginia
Port Lavaca, Texas 77979

Animal Control/Evidence Incinerator

The Port Lavaca Animal Control, an extension of the Port Lavaca Police Department, operates and maintains a department/city owned incinerator for this division's use. This piece of equipment is located at the Animal Control Facility, located at 201 Stringham Dr, Port Lavaca. When the equipment is in use it requires fuel (propane), active management by personnel (actively destroying/consuming items through the use of fire requires constant monitoring), and regular maintenance (cleanout/ maintaining the ignition device). This device is utilized by the Port Lavaca Police Department for the destruction of evidence (as granted by the proper authority) in addition to its regular function for Animal Control. Additionally, the incinerator is utilized by our sister agencies for this same purpose. Due to the rising costs of this equipment's use (fuel/maintenance) the Port Lavaca Police Department, manager and custodian of the apparatus, requests the implementation of a fee for outside agency use. The application of a fee or fee schedule (\$150.00 per/burn session) for the use of the device will help this agency/department to off-set costs associated with the management of the equipment.

Port Lavaca Police Department Impound Lot

The Port Lavaca Police Department regularly seizes vehicles during the regular course of business/enforcement. There are many reasons this is done i.e. arrests of subjects who were operating a vehicle during the commission of a crime, as a matter of evidence, or other various matters. Typically, these vehicles, when not considered evidence, have been towed by the respective entities that are called for their removal and stored on that business' owned lot.

When a vehicle is considered evidence, it must be stored in a secured location where it needs to be available for investigators away from anyone that may tamper with or destroy any evidentiary value. The length of storage for evidentiary items is solely dictated by the Calhoun County District Attorney's Office and the speed with which they either prosecute or dismiss the case or the lack thereof. During this time, between the vehicle's seizure and the case's disposal, the vehicle must remain in possession of a law enforcement.

When a vehicle is towed from the scene of a crime, not vehicles involved in crashes (unless there is some type of follow-on investigation), that tow fee has fallen on the Port Lavaca Police Department. Typically, those fees are placed into the case file with the expectation of re-payment from the Calhoun

201 N. Colorado
Port Lavaca, Texas 77979
Phone: (361) 552-3788
Fax: (361) 552-7386



CITY OF
PORT LAVACA
POLICE DEPARTMENT

Section VIII. Item #6.

County District Attorney's Office upon the disposition/closure of a case. Currently the Port Lavaca Police Department has never received any re-payment for this fee in whole or in part by their office.

In an effort to off-set these costs associated with the towing and storage of vehicles as a function of our regular duties; the Port Lavaca Police Department requests an ordinance outlining a fee schedule for these costs.

Impound Administrative Fee: \$20

Tow Fee: Actual Cost (Variables affect this cost/rate)

Certified Mail Notification: \$50

Storage Fee: \$20/day (fees begin 24hours after vehicle impounded)

Acting Chief W. Burris #5506
jburris@portlavaca.gov
Port Lavaca Police Department
Port Lavaca, Texas 77979
361-552-3788

201 N. Colorado
Port Lavaca, Texas 77979
Phone: (361) 552-3788
Fax: (361) 552-7386

ORDINANCE #G-7-26

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

ARTICLE I. GENERAL

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

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

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

ARTICLE II. FEES TO BE AMENDED

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

Chapter 24: Law Enforcement
Animal Control/Evidence Incinerator for Outside Agency Use; and
Police Department Impound Lot Fees.

ARTICLE III.- EFFECTIVE DATE

This ordinance shall become effective upon adoption by City Council.

FIRST READING this 8th day of June, 2026

Luis De La Garza, Mayor

SECOND AND FINAL READING this 13th day of July, 2026

Luis De La Garza, Mayor

APPROVED AND ADOPTED this 13th day of July, 2026.

Luis De La Garza, Mayor

ATTEST:

Mandy Grant, City Secretary

APPROVED AS TO FORM:

Anne Marie Odefey, City Attorney

RECORD OF VOTE

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

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

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

Section VIII. Item #6.

EXHIBIT A

CHAPTER 24 – LAW ENFORCEMENT

Section Number	Subject	Fee Amount
	Accident reports	
	Texas Transportation Code Sec. 550.065 (d)	
	The fee for a copy of the accident report	\$6.00
	Copy may be certified for an additional	\$2.00
	Certification that no report or information is on file	\$6.00
	Offense reports	\$3.00 first page
	Additional pages	\$0.25 each
	Local background check	\$5.00 each
	Clearance letters for housing	\$5.00 each
	Fingerprints	\$5.00 set
	Copy of body worn camera recording and camera video or audio footage. <i>Pursuant to Sec. 1701.661 Government Code. Office of the Attorney General</i>	\$10.00 per recording and \$1.00 per fill minute of body worn camera video or audio footage
	Open records request (fees are in accordance with the Texas Public Information Act). City of Port Lavaca's Web page has e-form available with fees and instructions.	
	Animal Control/Evidence Incinerator for Outside Agency Use	\$150.00 per burn session
	For unusually large quantities requiring extended burn time, additional fees may be assessed.	
	Police Department Impound Lot Only:	
	• Impound Administrative Fee	\$20.00
	• Tow Fee	Actual cost of Tow
	• Certified Mail Notification Fee	\$50.00
	• Storage Fee (Storage Fees begin 24 Hours after the vehicle is impounded)	\$20.00 per day

(Ord. No. G-1-13, art. II, 2-11-2013; Ord. No. G-4-20, art. II, 9-14-2020)

COMMUNICATION

SUBJECT: Consider Second and Final reading of an Ordinance (G-8-26) of the City of Port Lavaca amending the Code of Ordinances, codified and described in the City of Port Lavaca's Code of Ordinances as Part I, Chapter 2 Administration, Article V Finance, Division 1 Generally, Sec. 2-126 Credit Card Convenience Fee; providing for purpose of ordinance, providing for severability; providing a repealing clause; and providing an effective date.
Presenter is Brittney Hogan

INFORMATION:

CITY OF PORT LAVACA

CITY COUNCIL MEETING: JULY 13 2026**DATE:** JULY 7, 2026**TO:** THE HONORABLE MAYOR AND CITY COUNCIL MEMBERS**FROM:** BRITTNEY HOGAN, FINANCE DIRECTOR**SUBJECT:** CONSIDER APPROVAL OF ORDINANCE AMENDING CHAPTER 2
ADMINISTRATION ARTICLE V FINANCE SECTION 2-126 CREDIT CARD
CONVEINEINCE FEE

BACKGROUND:

In September 2025 the City approved an ordinance amending the fees to reflect a credit card convenience fee for those customers paying for city services with a credit card.

While the Appendix A was updated, the actual Chapter within the code of ordinances was not. This ordinance will update Chapter 2 Sec 2-126 to refer all fees to Appendix A which will prevent the City from updating thereafter for any fee changes.

RECOMMENDATION:

Staff Recommends Council approve the Ordinance.

ORDINANCE #G-8-26

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 2, ADMINISTRATION; ARTICLE V. FINANCE, DIVISION 1. GENERALLY, SECTION 2-126, CREDIT CARD CONVENIENCE FEE; 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 document identifies amendments that are to be made to various Sections of Chapter 2 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 8th day of June, 2026

Luis De La Garza, Mayor

SECOND AND FINAL READING this 13th day of July, 2026

Luis De La Garza, Mayor

APPROVED AND ADOPTED this 13th day of July, 2026.

Luis De La Garza, Mayor

ATTEST:

Mandy Grant, City Secretary

APPROVED AS TO FORM:

Anne Marie Odefey, City Attorney

RECORD OF VOTE

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

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

CITY OF PORT LAVACA, TEXAS
CODE OF ORDINANCES

Section VIII. Item #7.

EXHIBIT A

Chapter 2 – ADMINISTRATION

ARTICLE V. – FINANCE

DIVISION 1. - GENERALLY

Sec. 2-126. – Credit Card Convenience Fee.

~~E-Commerce payments (online) – \$0.50 per transaction plus .89 percent of sale.~~
~~Point of sale payments – 2 percent of sale.~~

The Credit Card Convenience fees shall be established in Appendix A – Fees, Rates and Charges, of this Code.

(Ord. No. G-10-24, § 1, 1-13-2025)

COMMUNICATION

SUBJECT: Consider First reading of an Ordinance (S-4-26) of the City of Port Lavaca for amendment(s) to the Base Ordinance S-4-25 for 2025-2026 fiscal year budget; providing for Budget Amendment(s); providing for severability, providing a repealing clause; and providing an effective date. Presenter is Brittney Hogan

INFORMATION:

CITY OF PORT LAVACA

CITY COUNCIL MEETING: JULY 13, 2026**DATE:** JULY 1, 2026**TO:** THE HONORABLE MAYOR AND CITY COUNCIL MEMBERS**FROM:** BRITTNEY HOGAN, FINANCE DIRECTOR**SUBJECT:** CONSIDER AND APPROVE BUDGET AMENDMENT GF-006 FOR FY 2026

BACKGROUND:

The City had the opportunity to accept a grant from the Texas A&M Forest Service to fund additional Fire Fighting Equipment for the Fire Department. If Council approves this grant, it will be necessary to recognize the additional revenue and additional expense that will be added to the City's budget for fiscal year 2026.

FINANCIAL IMPLICATIONS:

Accepting the grant will require the City to use \$1,200 from the current savings in the Fire Departments General Safety & Tools line item.

RECOMMENDATION:

Approve Budget Amendment

ORDINANCE NO. S-3-26**AN ORDINANCE OF THE CITY OF PORT LAVACA, TEXAS FOR AMENDMENT(S) TO THE BASE ORDINANCE NO. S-4-25 FOR 2025-2026 FISCAL YEAR BUDGET; PROVIDING FOR BUDGET AMENDMENT(S); PROVIDING FOR SEVERABILITY, REPEALING ALL ORDINANCES IN CONFLICT AND ESTABLISHING AN EFFECTIVE DATE**

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

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

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

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

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

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

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

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

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

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

FIRST READING this 13th day of July, 2026

Luis De La Garza, Mayor

SECOND AND FINAL READING this 10th day of August, 2026

Luis De La Garza, Mayor

APPROVED AND ADOPTED this 10th day of August, 2026.

Luis De La Garza, Mayor

ATTEST:

Mandy Grant, City Secretary

APPROVED AS TO FORM:

Anne Marie Odefey, City Attorney

RECORD OF VOTE

	First Reading	Second and Final	Passed and Approved
Councilman Aguirre			
Councilman Dent			
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
Request For Approval of Budgetary Amendment
Fiscal Year 2025-2026

FUND: GENERAL -001

Amendment # **GF-004**

Required Balance at 120 Days \$ 4,014,320.88

Unreserved Fund Balance at 10/01/2025 \$ 2,501,180
 Current Surplus/Deficit in Budget 2,310,969
 Net Increase/(Decrease) this Request -
 Amended Unreserved Fund Balance \$ 4,812,149

Date Requested: 7/13/2026

Account No.			DEPT	---- Description ----	Original Budget	Increase/ (Decrease)	Amended Budget	Reason
Fund	Dept.	Line-item						
001		455.01		OTHER FINANCING SOURCES	-	(1,206,613)	\$ (1,206,613)	LEASE PROCEED FOR FIRE TRUCK
001	50120	544.50	FIRE	CE- VEHICLES & TRAILER	-	1,206,613	\$ 1,206,613	PURCHASE OF FIRE TRUCK
NET INCREASE/(DECREASE) TO UNRESERVED FUND BALANCE					-			

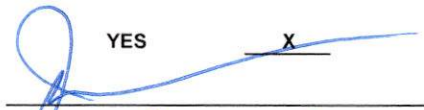
Approvals:

COUNCIL:

YES X NO

City Manager

Director of Finance




Entered:

Initials:

Date:

6/15/26

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

FUND: GENERAL -001

Amendment # GF-006

Required Balance at 120 Days	\$	4,014,320.88
-------------------------------------	----	--------------

Unreserved Fund Balance at 10/01/2025	\$ 2,501,180
Current Surplus/Deficit in Budget	2,231,896
Net Increase/(Decrease) this Request	-
Amended Unreserved Fund Balance	\$ 4,733,075

Date Requested: 7/13/2026

Account No.					Original Budget	Increase/ (Decrease)	Amended Budget	Reason
Fund	Dept.	Line-item	DEPT	---- Description ----				
001		482.00		GRANT REVENUE	(529,500)	(25,000)	\$ (554,500)	TEXAS A&M FOREST SERVICE GRANT
001	50120	526.01	FIRE	GENERAL SAFETY & TOOLS	25,000	25,000	\$ 50,000	SAFETY EQUIPMENT
NET INCREASE/(DECREASE) TO UNRESERVED FUND BALANCE						-		

Approvals:

COUNCIL:

City Manager

Director of Finance

YES

X

NO

Entered:

Initials:

Date:

Assistance Programs: Port Lavaca VFD Inc

Go to FD Profile

AE-887-19642: Apparatus & Equipment Grants Request

I want to...

[VIEW PROGRAM DETAILS](#)

Request Status: FD Accepted - Pending Reimbursement Documents

[Back to Dashboard](#)

REQUEST DETAILS

Item Type

Fire and Rescue Equipment

Cost Share 95% | Reimbursement not to exceed \$25,000.00.
Based on today's rates. Subject to change based on rates at the time of award.

Expiration Date: 11/15/2026

REIMBURSEMENT DETAILS

ESTIMATED REIMBURSEMENT
\$25,000.00

SUPPORTING DOCUMENTS

File Name	Upload Date	Uploaded By	
Fire & Rescue E...	05/17/2026	Merrie Noak	
Item per Page	Showing 1-1 of 1	« < 1 > »	

REQUEST HISTORY

Date	User	Status	Comment
02/03/2026 10:57 AM	Boyd Staloch	Received by TAMFS	
05/15/2026 12:11 PM	Brandon Steman	Award Offered	
05/15/2026 7:19 PM	Boyd Staloch	FD Accepted - Pending Reimbursement Documents	
05/17/2026 8:00 PM	Merrie Noak	FD Accepted - Pending Reimbursement Documents	Uploaded award supporting documents.

Items per Page 1

Showing 1-4 of 4

« < 1 > »

COMMUNICATION

SUBJECT: Consider Amendments to the City of Port Lavaca HR and Workplace Policies as follows: Presenter is Brittney Hogan

INFORMATION:

- Chapter 7. Work Environment Sec. 6.11 Emergency Disaster Policy and Workplace Safety
- Appendix: HR and Workplace Supp. Doc. Sec. Safety Employee of the Year Policy

CITY OF PORT LAVACA

CITY COUNCIL MEETING: JULY 13, 2026**AGENDA ITEM _____****DATE:** JUNE 29, 2026**TO:** THE HONORABLE MAYOR AND CITY COUNCIL MEMBERS**FROM:** BRITTNEY HOGAN, FINANCE DIRECTOR**SUBJECT:** CONSIDER AMENDMENTS TO EMPLOYEE PERSONNEL HANDBOOK

BACKGROUND:**Topic: Chapter 7.11.07 Disaster Deployment Compensation Policy**

The current Disaster Deployment Compensation Policy provides guidance regarding employee compensation during disaster deployments; however, it does not clearly define when deployment compensation begins. To ensure consistency, transparency, and equitable administration of payroll, staff is recommending an amendment to clarify the point at which disaster deployment compensation becomes effective.

This amendment ensures that employees are compensated from the time they are formally activated and directed to respond, including reasonable travel time required to report to the assigned location.

Topic: Appendix: HR and Workplace Supplemental Documents Safety Employee of the Year Policy

The current employee policy provides for department heads to nominate employees for the Safety Employee of the Year award. While this process has recognized employees who demonstrate commitment to workplace safety, it limits participation only to supervisory staff.

The proposed policy amendment would allow all City employees to submit nominations for the Safety Employee of the Year award. Employees often work alongside one another daily and are in a unique position to observe safe work practices, proactive hazard identification, and a commitment to maintaining a safe workplace.

Under the proposed policy:

- All City employees will be eligible to submit nominations during the designated nomination period.
- Employees may nominate a coworker who consistently demonstrates exemplary safety practices and promotes a culture of safety.
- Nominations will be reviewed by department heads, and the recipient will be selected based on the established award criteria for a final review by the Safety Committee.

This amendment is intended to:

- Encourage greater employee participation and engagement.

- Promote a culture where employees recognize and value safe work practices.
- Increase awareness of workplace safety throughout the organization.
- Provide broader recognition opportunities for employees who positively influence safety among their peers.

RECOMMENDATION:

Staff recommends that the Council approve the amendments to the policies

7.11.07 Disaster Deployment

Compensation

City personnel may be requested, under existing agreements (e.g. mutual aid agreement/memorandums of understanding, etc.), to deploy to assist outside agencies in responding to disaster or emergency. The City Manager's (or designee's) oral or written authorization is required for any personnel deployment lasting longer than twenty-four (24) hours. Such City personnel shall be compensated at a rate of one and a half time (1.5x) their base hourly rate for all hours worked during a deployment. Compensation begins upon official activation/deployment assignment. Travel time to deployment site is compensable.

Appendix: HR and Workplace Supplemental Documents

Program Document: Health and Safety Committee/Incentive Program

Safety Employee of the Year & Incentive

Employees are expected to proactively participate in safety initiatives and contribute to safety awareness across their department and the city as a whole. The City will recognize and reward a Safety Employee of the Year. ~~The Department Head will nominate an employee and the Safety Committee will be responsible for reviewing all nominations and making a final selection.~~ City employees may nominate an employee for the annual Safety Employee of the Year award during the designated nomination period. Department Heads will review the nominations submitted within their departments and forward one nominee to the Safety Committee. The Safety

Committee will be responsible for reviewing all department nominations and making the final selection. The recipient of the Safety of the Year award will receive an individual award and \$150.00 will be added to their annual safety incentive. The Department Head will base their nomination on the information below. The Committee will review all of the nominations and make their decision based upon the same criteria.

- Examples of "Proactive Participation" include, but are not limited to:
 - Teaching a departmental safety training
 - Reporting unsafe work hazards and proposing a solution by completing a SAFE form (Safety Awareness For Everyone Form) in order to make the work environment or work activities safer
 - Working with the Health & Safety Committee on special initiatives and actively contributing to the safety program
 - Participate in the preparation for special events such as National Night Out

COMMUNICATION

SUBJECT: Consider Planning Board recommendations for a request a variance to Ordinance Section 12-25(1) for placement of a fence for property described as Block 9, Lots 4-10 of the Mariemont #3 Subdivision (2304 Larry Dr.) Property ID# 20521. Presenter is Derrick Smith

INFORMATION:

CITY OF PORT LAVACA

MEETING: July 13, 2026

DATE: 06.25.2026

TO: HONORABLE MAYOR DE LA GARZA AND CITY COUNCIL MEMBERS

FROM: DERRICK SMITH, DEVELOPMENT SERVICES DIRECTOR

SUBJECT: Consider a request for a variance to Ordinance Section 12-25(1). – Fences for property described as Block 9, Lots 4-10 of the Mariemont #3 Subdivision (2304 Larry Dr.). Property ID# 20521.

In accordance with Section 12-25(1) of the City of Port Lavaca's Code of Ordinances, privacy fences shall only be allowed from the front building setback line around the rear of the property. At the front building setback line, the fence shall be no taller than three feet.

The property owners are requesting to construct a six (6) foot privacy fence around the perimeter of their property to the west of the driveway. The owners are having issues with trespassers and trash on this property. They have had numerous ATV's that go onto the property and causing damage. Upon inspection of the property, I had also observed evidence of campfires on their property started by possible vagrants.

The property is owned by Shaun & Jessica Aguirre.

Staff Recommendation: Approval. The property is at the end of a dead-end street. Furthermore, the property being enclosed will not be in front of the dwelling. The proposed fence will be "goat paneling" material leading into Little Chocolate Bayou. The paneling will allow for proper drainage in the flood prone area.

Attachments:

- Application
- CAD details
- Overhead view of the property
- Picture of the location

CITY OF PORT LAVACA



City of Port Lavaca
Request for Non-Residential

Planning Board Review

Date: 5/27/2026

Time: 6:00 PM

Location: 202 N Virginia
St. Port Lavaca, TX 77979Date: 5/4/2026Applicant Name: Shaun AguirreProperty ID or Address for variance: 2304 Lang Drive

Reason for request:

put up a 6 foot privacy fence after driveway
towards dead end of street. Numerous trespassers,
trash.

Have pictures of area

Signature: [Signature]Phone No. 3619050581

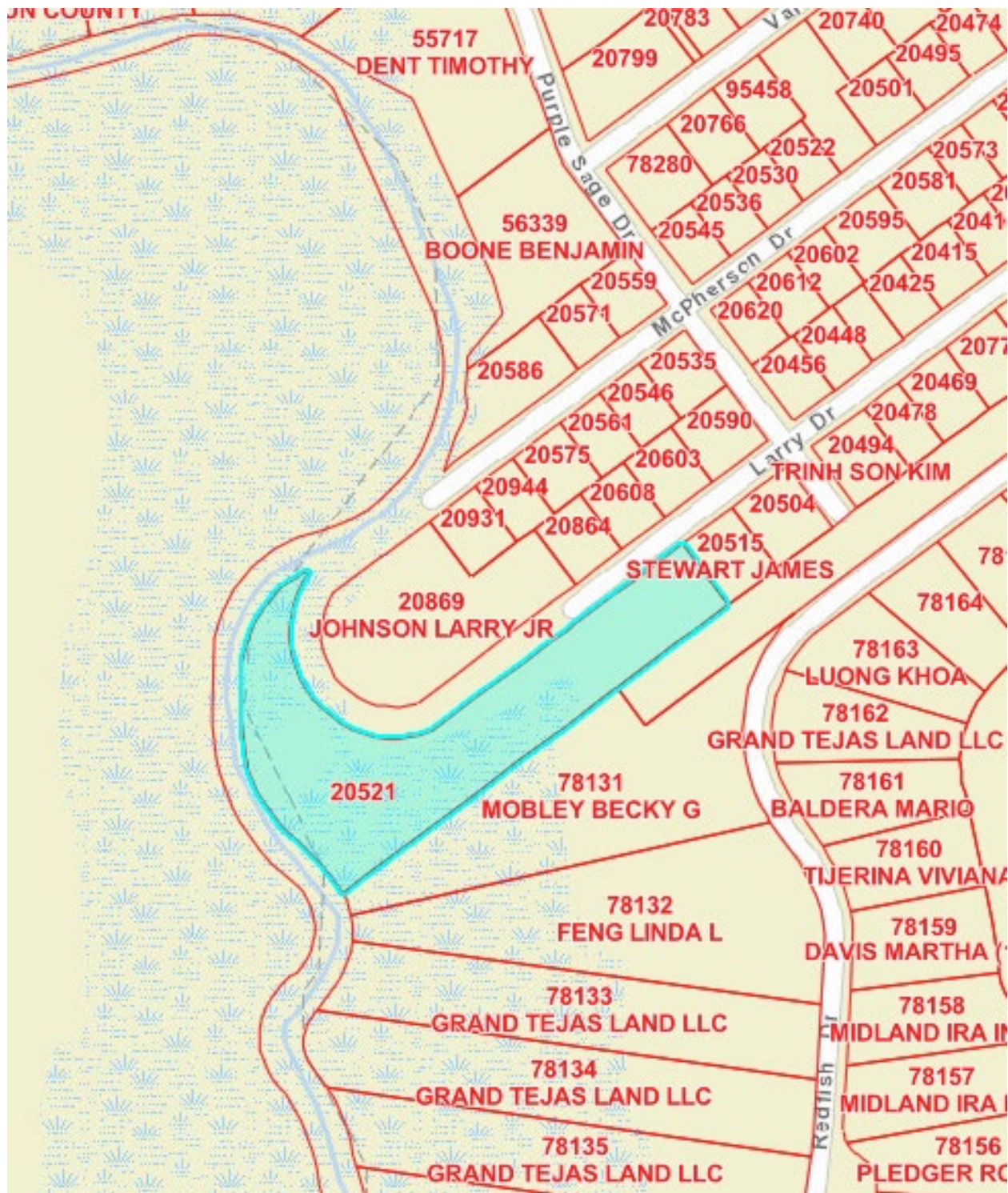
CITY OF PORT LAVACA

Property ID: 20521 For Year

2026 ▼

Property Details		
Account		
Property ID:	20521	Geographic ID: S0205-00090-0003-00
Type:	R	Zoning:
Property Use:		Condo:
Location		
Situs Address:	2304 LARRY DR PORT LAVACA, TX 77979	
Map ID:	S0215-00090-0003-00	Mapsco:
Legal Description:	MARIEMONT #3 (PORT LAVACA), BLOCK 9, LOT 4,5,6,7,8,9,10	
Abstract/Subdivision:	S0215	
Neighborhood:	(1400) MARIEMONT AREA	
Owner ?		
Owner ID:	88340	
Name:	AGUIRRE SHAUN D & JESSICA R	
Agent:	JUNEK CONSULTING	
Mailing Address:	2304 LARRY DR PORT LAVACA, TX 77979	
% Ownership:	100.0%	
Exemptions:	HS - For privacy reasons not all exemptions are shown online.	

CITY OF PORT LAVACA



CITY OF PORT LAVACA



Red line – Proposed 6ft fence

Blue line - Proposed goat wire fence

CITY OF PORT LAVACA



COMMUNICATION

SUBJECT: Consider appointment of City Secretary and amendment of job description adopted as part of the 2025 Compensation Plan. Presenter is Jody Weaver

INFORMATION:

COMMUNICATION

SUBJECT: 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:

INFORMATION:

- Section 551.071 Consultation with City Attorney
- Section 551.072 Real Property Transactions
- Section 551.074 Personnel Matters (City Secretary)
- 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:

