



RECREATION AND PARKS BOARD MEETING

Wednesday, June 25, 2025 at 12:00 PM

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

PUBLIC NOTICE OF MEETING

AGENDA

MEETING PROCEDURE

Public notice is hereby given that the Recreation and Parks Board of the City of Port Lavaca, Texas, will hold a regular meeting Wednesday, June 25, 2025 beginning at 12:00 p.m., at the regular meeting place in Council Chambers at City Hall, 202 North Virginia Street, Port Lavaca, Texas to consider the following items of business:

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

Join Zoom Meeting:

<https://us02web.zoom.us/j/82411273520?pwd=0AEExA1po4p12Jpbifc0H9B9te7gE.1>

Meeting ID: 824 1127 3520

Passcode: 368356

One Tap Mobile

*+13462487799,,82182482989#,,, *912619# US (Houston)*

Dial by your location

+1 346 248 7799 US (Houston)

ROLL CALL

CALL TO ORDER

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

1. General discussion and hear statements from citizens.

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

- [2.](#) Approve minutes from the regular meeting held May 28, 2025.
- [3.](#) Receive Monthly Inspections Report from Public Works Department.
- [4.](#) Receive update on park assignments from park board members.
- [5.](#) Receive financial status report on the Parks Recreation Department.
- [6.](#) Discuss Financial reports at Lighthouse Beach Campground.
- [7.](#) Receive update on Recreation and Parks Board Master Plan.
- [8.](#) Discuss Capital Improvement Plan (CIP) for fiscal year 2025-26.

ADJOURNMENT

CERTIFICATION OF POSTING NOTICE

This is to certify that the above notice of a regular meeting of the Recreation and Parks Board of The City of Port Lavaca, scheduled for **Wednesday, June 25, 2025**, beginning at 12:00 p.m., was posted at city hall, easily accessible to the public, as of **5:00 p.m. Friday, June 20, 2025**.

Lorena Perez-Diaz, *Assistant City Secretary*

ADA NOTICE

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

COMMUNICATION

SUBJECT: General discussion and hear statements from citizens.

INFORMATION:

COMMUNICATION

SUBJECT: Approve minutes from the regular meeting held May 28, 2025.

INFORMATION:

**RECREATION AND PARKS BOARD MEETING**

Wednesday, May 28, 2025 at 12:00 PM

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

MINUTES

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

On this the 28th day of May, 2025, the Recreation and Parks Board of the City of Port Lavaca, Texas, convened in regular session at 12:00 p.m. at the regular meeting place in Council Chambers at City Hall, 202 North Virginia Street, Port Lavaca, Texas with the following members in attendance:

ROLL CALL

Mac Sistrunk	Chairman
Olga Szela	Vice Chairwoman
William "Bill" Reagan	Board Member
Gregory Falcon	Board Member
Mary Lou Tharling	Board Member
Kevin Kuntschik	Board Member

And with the following absent:

Dina Smith*	Board Member
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Constituting a quorum for the transaction of business, at which time the following business was transacted:

CALL TO ORDER

Chairman Mac Sistrunk called the meeting to order at 12:01 p.m. and presided.

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

1. General discussion and hear statements from citizens.

Chairman Mac Sistrunk announced that the next Recreation and Parks Board Meeting will be Wednesday, June 25, 2025.

Events coordinator Tania French attended the meeting and reported that the Memorial Day event was a success. She also announced that the Juneteenth event at Bayfront Park is scheduled for the week of June 13-15. Additionally, she reminded the board members that they have the option to opt in for text reminders about upcoming events.

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

Motion made by Board Member Falcon,

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

Second by Board Member Tharling,

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

3. Receive Monthly Inspections Report from Public Works Department.

Public Works Director Wayne Shaffer was absent from the meeting. Interim City Manager Jody Weaver presented the inspection report and stated there was nothing to highlight in the report.

No action necessary and none taken.

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

Board Member Greg Falcon is assigned to Faye Bauer at Sterling Park. He stated that the park looks good.

Board Member Mary Lou Tharling visited George Adams Park and observed that it looks very clean and well-maintained.

Board Member Olga Szela is responsible for overseeing City Park. She noted that the water fountain near the playground seemed to be clogged. Interim City Manager Weaver confirmed that Phillip Gonzales will soon begin work on the music park.

Chairman Sistrunk noted that Bayfront Park was in good condition overall. He mentioned that the Memorial Day service had a high attendance and was a success.

Board Member Kevin Kuntschik oversees Claret Crossing and reported that the park is in good condition overall.

Board Member Bill Reagan oversees Wilson Park and noted that, overall, the park looks good.

No action necessary and none taken.

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

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

No action necessary and none taken.

6. Discuss Financial reports at Lighthouse Beach Campground.

Interim City Manager Jody Weaver had no report to present.

No action necessary and none taken.

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

Interim City Manager Jody Weaver presented the board with four logo options for consideration. She explained that the goal is to establish a logo for the Parks, which will serve various purposes, including the promotion of a donation fund that they are planning to create for the parks. The logo will primarily be used for marketing and publicizing park-related initiatives.

No action necessary and none taken.

8. Discuss Capital Improvement Plan (CIP) for fiscal year 2025-26.

Interim City Manager Jody Weaver distributed the Quarterly Capital Projects Progress Report for the board to review. She discussed various completed projects throughout the parks and shared an image of the newly painted crosswalk at Bayfront Park. Additionally, she emphasized that the board is encouraged to propose any new ideas for the upcoming Capital Improvement Plan (CIP) for the next year.

No action necessary and none taken.

ADJOURN

Motion made by Board Member Falcon

Second by Vice Chairwoman Szela.

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

Meeting adjourned at 12:30 P.M.

These minutes were approved on June 25, 2025

Mac Sistrunk, Chairman

ATTEST:

Lorena Perez-Diaz, Assistant City Secretary

COMMUNICATION

SUBJECT: Receive Monthly Inspections Report from Public Works Department.

INFORMATION:

Lorena Perez-Diaz

From: Jose Villalon <noreply@jotform.com>
Sent: Thursday, June 19, 2025 10:32 AM
To: Lorena Perez-Diaz; Wayne Shaffer; Joe Villalon; sara@portlavacaevents.com; Edward Tyler
Subject: Re: Playground Safety Checklist - Jose Villalon



Playground Safety Checklist

Inspection ID 0015
 Name of Park Lighthouse Beach Park Splashpad
 Inspection Date 06-19-2025 09:24 AM

General Inspection

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

Surfacing

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

Equipment Hazards

	In Good Condition	Needs Improvement	Notes
Equipment is not damaged or vandalized.	✓	-	-
Equipment is free from sharp points, corners, or edges.	✓	-	-
Protective caps or plugs are not missing or damaged.	✓	-	-
Equipment is free of potential clothing entanglement hazards.	✓	-	-
Equipment is free of pinch and crush points or exposed moving parts.	✓	-	-
Equipment is free of rust, rot, cracks, and splinters.	-	✓	Surface rust/ resurface-paint
Equipment is free of entrapments.	✓	-	-
Equipment is safely anchored.	✓	-	-

Swings

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

Slides

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

Climbing Equipment

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

Seesaws

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

Comments

Canopy needs adjustment

Inspector Name

Jose Villalon

Item #3.

Signature

A handwritten signature in black ink, appearing to read 'Jose Villalon', is written over a light gray background.

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

Lorena Perez-Diaz

From: Jose Villalon <noreply@jotform.com>
Sent: Thursday, June 19, 2025 10:32 AM
To: Lorena Perez-Diaz; Wayne Shaffer; Joe Villalon; sara@portlavacaevents.com; Edward Tyler
Subject: Re: Playground Safety Checklist - Jose Villalon



Playground Safety Checklist

Inspection ID 0015
 Name of Park Lighthouse Beach Park Playground 1 (pavilion area)
 Inspection Date 06-19-2025 08:54 AM

General Inspection

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

Surfacing

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

Equipment Hazards

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

Swings

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

Slides

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

Climbing Equipment

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

Seesaws

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

Handholds are provided at each sitting position.

-

-

N/A

Inspector Name

Jose Villalon

Signature



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

Lorena Perez-Diaz

From: Jose Villalon <noreply@jotform.com>
Sent: Thursday, June 19, 2025 10:32 AM
To: Lorena Perez-Diaz; Wayne Shaffer; Joe Villalon; sara@portlavacaevents.com; Edward Tyler
Subject: Re: Playground Safety Checklist - Jose Villalon



Playground Safety Checklist

Inspection ID 0013
 Name of Park Lighthouse Beach Park Playground 2 (splashpad area)
 Inspection Date 06-19-2025 09:33 AM

General Inspection

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

Surfacing

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

Equipment Hazards

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

Swings

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

Slides

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

Climbing Equipment

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

Seesaws

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

Handholds are provided at each sitting position.

-

-

N/a

Inspector Name

Jose Villalon

Signature

A handwritten signature in black ink, appearing to read "Jose Villalon", is written over a light gray rectangular background.

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

Lorena Perez-Diaz

From: Jose Villalon <noreply@jotform.com>
Sent: Thursday, June 19, 2025 10:32 AM
To: Lorena Perez-Diaz; Wayne Shaffer; Joe Villalon; sara@portlavacaevents.com; Edward Tyler
Subject: Re: Playground Safety Checklist - Jose Villalon



Playground Safety Checklist

Inspection ID 0014
 Name of Park Lighthouse Beach Park Playground 3 (beach area)
 Inspection Date 06-19-2025 09:55 AM

General Inspection

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

Surfacing

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

Equipment Hazards

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

Swings

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

Slides

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

Climbing Equipment

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

Seesaws

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

Handholds are provided at each sitting position.

-

-

N/A

Inspector Name

Jose Villalon

Signature

A handwritten signature in black ink, appearing to read "Jose Villalon". The signature is written in a cursive, flowing style with a large initial "J" and "V".

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

Lorena Perez-Diaz

From: Jose Villalon <noreply@jotform.com>
Sent: Thursday, June 19, 2025 10:32 AM
To: Lorena Perez-Diaz; Wayne Shaffer; Joe Villalon; sara@portlavacaevents.com; Edward Tyler
Subject: Re: Playground Safety Checklist - Jose Villalon



Playground Safety Checklist

Inspection ID 0014
 Name of Park Lighthouse Beach Park Playground 3 (beach area)
 Inspection Date 06-19-2025 09:55 AM

General Inspection

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

Surfacing

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

Equipment Hazards

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

Swings

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

Slides

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

Climbing Equipment

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

Seesaws

	In Good Condition	Needs Improvement	Notes
Seesaws are free of cracks, corrosion, and other obvious structural defects.	-	-	N/A
Equipment is provided with spring centering devices or cushioning material to prevent abrupt contact with the ground.	-	-	N/A

Fulcrums/ pivot points are free of pinch or crush hazards.	-	-	N/A
Handholds are provided at each sitting position.	-	-	N/A

Inspector Name

Jose Villalon

Signature



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

Lorena Perez-Diaz

From: Jose Villalon <noreply@jotform.com>
Sent: Tuesday, June 17, 2025 12:07 PM
To: Lorena Perez-Diaz; Wayne Shaffer; Joe Villalon; sara@portlavacaevents.com; Edward Tyler
Subject: Re: Playground Safety Checklist - Jose Villalon



Playground Safety Checklist

Inspection ID 0006
 Name of Park Wilson Park
 Inspection Date 06-17-2025 11:10 AM









General Inspection

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






Surfacing

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





Equipment Hazards

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




Swings

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

Slides

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

Climbing Equipment

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

Seesaws

	In Good Condition	Needs Improvement	Notes
Seesaws are free of cracks, corrosion, and other obvious structural defects.	-	-	N/A
Equipment is provided with spring centering devices or cushioning material to prevent abrupt contact with the ground.	-	-	N/A

Fulcrums/ pivot points are free of pinch or crush hazards.	-	-	N/A
Handholds are provided at each sitting position.	-	-	N/A

Inspector Name

Jose Villalon

Signature



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Lorena Perez-Diaz

From: Jose Villalon <noreply@jotform.com>
Sent: Tuesday, June 17, 2025 12:07 PM
To: Lorena Perez-Diaz; Wayne Shaffer; Joe Villalon; sara@portlavacaevents.com; Edward Tyler
Subject: Re: Playground Safety Checklist - Jose Villalon



Playground Safety Checklist

Inspection ID 0005
 Name of Park George Adams JKF Jr. Dr.
 Inspection Date 06-17-2025 10:50 AM

General Inspection

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

Surfacing

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

Equipment Hazards

	In Good Condition	Needs Improvement	Notes
Equipment is not damaged or vandalized.	✓	-	-
Equipment is free from sharp points, corners, or edges.	-	✓	Rust/ Resurface and paint-replace
Protective caps or plugs are not missing or damaged.	✓	-	-
Equipment is free of potential clothing entanglement hazards.	✓	-	-
Equipment is free of pinch and crush points or exposed moving parts.	✓	-	-
Equipment is free of rust, rot, cracks, and splinters.	-	✓	Rust/ Replace handles
Equipment is free of entrapments.	✓	-	-
Equipment is safely anchored.	-	✓	Chain came loose/ needs to be replaced

Swings

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

Slides

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

Climbing Equipment

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

Seesaws

	In Good Condition	Needs Improvement	Notes
Seesaws are free of cracks, corrosion, and other obvious structural defects.	-	✓	Bad paint-dirty/ pressure wash-repaint

Equipment is provided with spring centering devices or cushioning material to prevent abrupt contact with the ground.	✓	-	-
Fulcrums/ pivot points are free of pinch or crush hazards.	✓	-	-
Handholds are provided at each sitting position.	✓	-	-

Inspector Name

Jose Villalon

Signature



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Lorena Perez-Diaz

From: Jose Villalon <noreply@jotform.com>
Sent: Tuesday, June 17, 2025 12:07 PM
To: Lorena Perez-Diaz; Wayne Shaffer; Joe Villalon; sara@portlavacaevents.com; Edward Tyler
Subject: Re: Playground Safety Checklist - Jose Villalon



Playground Safety Checklist



Inspection ID 0004
 Name of Park George Adams Center St.
 Inspection Date 06-17-2025 10:35 AM

General Inspection








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

Surfacing






	In Good Condition	Needs Improvement	Notes
Approved surfacing material is used (i.e. solid rubber, artificial graass or turf, play sand, pea gravel, wood chips, rubber mulch)	-		Needs new material
Surfacing material under and around equipment is adequate depth (6-12 inches)		-	-
Surfacing material is free of glass, debris, or other foreign objects.	-		Weeds/needs mowing
Surfacing material is not compacting or deteriorating.	-		Material is gone needs to be redone

Rubber wear mats are used under high-traffic-use areas and covered by sufficient depth of surfacing material.	-		N/A
Proper drainage prevents water from forming puddles.		-	-

Equipment Hazards

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




Swings

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

Slides

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

Climbing Equipment

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

Seesaws

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

Comments The surfacing for this play ground needs to be replaced weeds have taken over

Inspector Name Jose Villalon

Signature



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Lorena Perez-Diaz

From: Jose Villalon <noreply@jotform.com>
Sent: Thursday, June 19, 2025 8:41 AM
To: Lorena Perez-Diaz; Wayne Shaffer; Joe Villalon; sara@portlavacaevents.com; Edward Tyler
Subject: Re: Playground Safety Checklist - Jose Villalon



Playground Safety Checklist

Inspection ID 0007
 Name of Park City Park Main
 Inspection Date 06-18-2025 02:44 PM

General Inspection

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

Surfacing

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

Equipment Hazards

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

Swings

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

Slides

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

Climbing Equipment

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

Seesaws

	In Good Condition	Needs Improvement	Notes
Seesaws are free of cracks, corrosion, and other obvious structural defects.	-	-	N/A
Equipment is provided with spring centering devices or cushioning material to prevent abrupt contact with the ground.	-	-	N/A

Fulcrums/ pivot points are free of pinch or crush hazards.	-	-	N/A
Handholds are provided at each sitting position.	-	-	N/A

Comments

Needs to be mowed around swings and climbing equipment

Inspector Name

Jose Villalon

Signature



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Lorena Perez-Diaz

From: Jose Villalon <noreply@jotform.com>
Sent: Thursday, June 19, 2025 8:41 AM
To: Lorena Perez-Diaz; Wayne Shaffer; Joe Villalon; sara@portlavacaevents.com; Edward Tyler
Subject: Re: Playground Safety Checklist - Jose Villalon



Playground Safety Checklist

Inspection ID 0009
 Name of Park City Park by Ashley Field
 Inspection Date 06-18-2025 02:25 PM

General Inspection

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

Surfacing

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

Equipment Hazards

	In Good Condition	Needs Improvement	Notes
Equipment is not damaged or vandalized.	-	✓	Graffiti/ Repaint
Equipment is free from sharp points, corners, or edges.	-	✓	Rust sharp edges/ resurface-replace
Protective caps or plugs are not missing or damaged.	✓	-	-
Equipment is free of potential clothing entanglement hazards.	✓	-	-
Equipment is free of pinch and crush points or exposed moving parts.	✓	-	-
Equipment is free of rust, rot, cracks, and splinters.	-	✓	Rust crack/ repaint-replace
Equipment is free of entrapments.	✓	-	-
Equipment is safely anchored.	✓	-	-

Swings

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

Slides

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

Climbing Equipment

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

Seesaws

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

Inspector Name

Jose Villalon

Item #3.

Signature

A handwritten signature in black ink, appearing to read 'Jose Villalon', is written on a light gray background.

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

Lorena Perez-Diaz

From: Jose Villalon <noreply@jotform.com>
Sent: Thursday, June 19, 2025 8:41 AM
To: Lorena Perez-Diaz; Wayne Shaffer; Joe Villalon; sara@portlavacaevents.com; Edward Tyler
Subject: Re: Playground Safety Checklist - Jose Villalon



Playground Safety Checklist

Inspection ID 0010
 Name of Park Bayfront Park Splashpad
 Inspection Date 06-19-2025 07:40 AM

General Inspection

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

Surfacing

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

Equipment Hazards

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

Swings

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

Slides

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

Climbing Equipment

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

Seesaws

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

Inspector Name

Jose Villalon

Signature

Item #3.

A handwritten signature in black ink, appearing to read "Joe White". The signature is written in a cursive style with a large initial "J" and "W".

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

Lorena Perez-Diaz

From: Jose Villalon <noreply@jotform.com>
Sent: Thursday, June 19, 2025 8:41 AM
To: Lorena Perez-Diaz; Wayne Shaffer; Joe Villalon; sara@portlavacaevents.com; Edward Tyler
Subject: Re: Playground Safety Checklist - Jose Villalon



Playground Safety Checklist

Inspection ID 0008
 Name of Park LaBelle at the Bayfront
 Inspection Date 06-19-2025 07:23 AM

General Inspection

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

Surfacing

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

Equipment Hazards

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

Swings

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

Slides

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

Climbing Equipment

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

Seesaws

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

Comments

Another turtle is broken they all need to be removed

Item #3.

Inspector Name

Jose Villalon

Signature

A handwritten signature in black ink, appearing to read 'Jose Villalon', written in a cursive style.

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Lorena Perez-Diaz

From: Jose Villalon <noreply@jotform.com>
Sent: Thursday, June 19, 2025 8:41 AM
To: Lorena Perez-Diaz; Wayne Shaffer; Joe Villalon; sara@portlavacaevents.com; Edward Tyler
Subject: Re: Playground Safety Checklist - Jose Villalon



Playground Safety Checklist

Inspection ID 0011
 Name of Park Claret Crossing Park
 Inspection Date 06-19-2025 07:50 AM






General Inspection

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






Surfacing

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





Equipment Hazards

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




Swings

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




Slides

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

Climbing Equipment

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

Seesaws

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

Handholds are provided at each sitting position.



-

-

Inspector Name

Jose Villalon

Signature



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

Lorena Perez-Diaz

From: Jose Villalon <noreply@jotform.com>
Sent: Thursday, June 19, 2025 8:41 AM
To: Lorena Perez-Diaz; Wayne Shaffer; Joe Villalon; sara@portlavacaevents.com; Edward Tyler
Subject: Re: Playground Safety Checklist - Jose Villalon



Playground Safety Checklist

Inspection ID 0012
 Name of Park Butterfly Park
 Inspection Date 06-19-2025 08:14 AM

General Inspection

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

Surfacing

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

Equipment Hazards

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

Swings

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

Slides

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

Climbing Equipment

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

Seesaws

	In Good Condition	Needs Improvement	Notes
Seesaws are free of cracks, corrosion, and other obvious structural defects.	-	-	N/A
Equipment is provided with spring centering devices or cushioning material to prevent abrupt contact with the ground.	-	-	N/A

Fulcrums/ pivot points are free of pinch or crush hazards.	-	-	N/A
Handholds are provided at each sitting position.	-	-	N/A

Comments

Needs to be mowed

Inspector Name

Jose Villalon

Signature



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

COMMUNICATION

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

INFORMATION:

COMMUNICATION

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

INFORMATION:

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

503-BEACH OPERATING FUND
FINANCIAL SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>								
USER & SERVICE CHARGES	235,000	235,000	0	11,572.50	52,248.57	0.00	182,751.43	22.23
OTHER REVENUE	32,500	32,500	0	2,222.22	18,915.46	0.00	13,584.54	58.20
GRANT AND CONTRIBUTION R	0	0	0	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL REVENUE	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	267,500	267,500	0	13,794.72	71,164.03	0.00	196,335.97	26.60
<u>EXPENDITURE SUMMARY</u>								
TECHNOLOGY SERVICES	0	0	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS	307,330	307,330	0	41,067.80	126,212.83	17,866.46	163,250.71	46.88
TOTAL EXPENDITURES	307,330	307,330	0	41,067.80	126,212.83	17,866.46	163,250.71	46.88
REVENUES OVER/ (UNDER) EXPENDITURES	(39,830)	(39,830)	0	(27,273.08)	(55,048.80)	(17,866.46)	33,085.26	183.07

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

503-BEACH OPERATING FUND
REVENUES

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
<u>USER & SERVICE CHARGES</u>								
433.01 BEACH FEES	0	0	0	0.00	0.00	0.00	0.00	0.00
433.10 R V RENTALS	230,000	230,000	0	10,552.50	49,213.57	0.00	180,786.43	21.40
433.30 PAVILLION RENTALS	3,000	3,000	0	600.00	2,000.00	0.00	1,000.00	66.67
433.50 TENT RENTALS	2,000	2,000	0	420.00	1,035.00	0.00	965.00	51.75
TOTAL USER & SERVICE CHARGES	235,000	235,000	0	11,572.50	52,248.57	0.00	182,751.43	22.23
<u>OTHER REVENUE</u>								
451.01 INTEREST INCOME	30,000	30,000	0	2,222.22	18,299.21	0.00	11,700.79	61.00
459.11 AUCTION PROCEEDS	0	0	0	0.00	0.00	0.00	0.00	0.00
459.12 TML REIMBURSEMENTS	0	0	0	0.00	0.00	0.00	0.00	0.00
459.71 WASHER-DRYER INCOME	2,500	2,500	0	0.00	616.25	0.00	1,883.75	24.65
459.90 MISCELLANEOUS	0	0	0	0.00	0.00	0.00	0.00	0.00
459.92 EQUITY BALANCE FORWARD	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	32,500	32,500	0	2,222.22	18,915.46	0.00	13,584.54	58.20
<u>GRANT AND CONTRIBUTION R</u>								
481.00 CAPITAL CONTRIBUTIONS	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANT AND CONTRIBUTION R	0	0	0	0.00	0.00	0.00	0.00	0.00
<u>INTERGOVERNMENTAL REVENUE</u>								
493.00.1 XFER IN - FUND 001	0	0	0	0.00	0.00	0.00	0.00	0.00
493.88 XFER IN - 206 FARE FUN	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL INTERGOVERNMENTAL REVENUE	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	267,500	267,500	0	13,794.72	71,164.03	0.00	196,335.97	26.60

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

Item #5.

503-BEACH OPERATING FUND
TECHNOLOGY SERVICES
DEPARTMENTAL EXPENDITURES

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

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

503-BEACH OPERATING FUND
OPERATIONS
DEPARTMENTAL EXPENDITURES

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
PERSONNEL SERVICES								
51000511.01 SALARIES & WAGES	41,894	41,894	0	2,626.11	17,332.14	0.00	24,561.86	41.37
51000511.06 SALARIES & WAGES-TEMP	0	0	0	0.00	0.00	0.00	0.00	0.00
51000511.07 SALARIES & WAGES-OVERT	5,000	5,000	0	90.96	1,004.00	0.00	3,996.00	20.08
51000512.05 EMPLOYER-SOCIAL SECURI	3,205	3,205	0	198.19	1,438.79	0.00	1,766.21	44.89
51000512.10 EMPLOYER-T.M.R.S.	2,547	2,547	0	161.12	1,220.16	0.00	1,326.84	47.91
51000512.20 GROUP H/D INS PREMIUMS	7,716	7,716	0	643.55	5,148.36	0.00	2,567.64	66.72
51000512.30 WORKER'S COMPENSATION	749	749	0	0.00	626.93	0.00	122.07	83.70
51000512.40 SAFETY PAY	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL SERVICES	61,111	61,111	0	3,719.93	26,770.38	0.00	34,340.62	43.81
MATERIALS & SUPPLIES								
51000521.01 OFFICE	500	500	0	17.68	37.56	0.00	462.44	7.51
51000523.01 FOOD	0	0	0	0.00	0.00	0.00	0.00	0.00
51000523.03 CLEANING & JANITORIAL	500	500	0	0.00	0.00	0.00	500.00	0.00
51000525.01 FUEL	300	300	0	0.00	100.70	0.00	199.30	33.57
51000526.01 GENERAL SAFETY & TOOLS	250	250	0	13.99	77.88	0.00	172.12	31.15
51000528.03 NON-CAPITALIZED ASSETS	250	250	0	0.00	0.00	0.00	250.00	0.00
TOTAL MATERIALS & SUPPLIES	1,800	1,800	0	31.67	216.14	0.00	1,583.86	12.01
SERVICES								
51000532.01 AUDIT FEES	4,050	4,050	0	0.00	2,100.00	0.00	1,950.00	51.85
51000532.06 HEALTH & FITNESS	0	0	0	0.00	0.00	0.00	0.00	0.00
51000532.07 LEGAL - REGULAR	0	0	0	0.00	0.00	0.00	0.00	0.00
51000533.14 CONTRACTED SERVICES	4,460	4,460	0	375.00	2,025.00	0.00	2,435.00	45.40
51000534.90 LEASES & RENTALS	0	0	0	0.00	0.00	0.00	0.00	0.00
51000535.01 GENERAL LIABILITY INSU	6,158	6,158	0	0.00	6,174.00	0.00	(16.00)	100.26
51000535.10 WINDSTORM INS	8,500	8,500	0	2,490.31	7,948.69	0.00	551.31	93.51
51000536.01 ELECTRICITY	45,000	45,000	0	1,863.41	13,043.85	0.00	31,956.15	28.99
51000536.02 TELEPHONE	550	550	0	0.00	393.18	0.00	156.82	71.49
51000536.03 WATER	30,000	30,000	0	0.00	3,928.17	0.00	26,071.83	13.09
TOTAL SERVICES	98,718	98,718	0	4,728.72	35,612.89	0.00	63,105.11	36.08
MAINTENANCE								
51000541.02 LANDSCAPING	500	500	0	0.00	0.00	0.00	500.00	0.00
51000542.03 R & M- BUILDING	3,500	3,500	0	1.60	5.19	0.00	3,494.81	0.15
51000543.04 R & M- IMPROVEMENT OTB	50,000	50,000	0	6,490.10	14,301.87	0.00	35,698.13	28.60
51000544.50 R & M- FURNITURE & EQU	1,000	1,000	0	0.00	0.00	0.00	1,000.00	0.00
51000544.55 R & M- VEHICLES & TRAI	500	500	0	931.64	972.35	0.00	(472.35)	194.47
51000544.65 R & M- MACHINERY & EQU	1,000	1,000	0	0.00	51.36	0.00	948.64	5.14
TOTAL MAINTENANCE	56,500	56,500	0	7,423.34	15,330.77	0.00	41,169.23	27.13
SUNDRY								
51000551.11 VEHICLE LEASES	11,000	11,000	0	904.50	7,236.00	0.00	3,764.00	65.78
51000553.01 XFER OUT- FD 001- ADM	9,201	9,201	0	766.75	6,134.00	0.00	3,067.00	66.67
51000553.04 XFER OUT- FD 218 PIER	0	0	0	0.00	0.00	0.00	0.00	0.00
51000553.17 XFER OUT- FD 162 DREDG	15,000	15,000	0	1,250.00	10,000.00	0.00	5,000.00	66.67
51000554.01 CASH OVER/SHORT	0	0	0	0.00	0.00	0.00	0.00	0.00

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

503-BEACH OPERATING FUND
OPERATIONS
DEPARTMENTAL EXPENDITURES

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
51000554.81 DEPRECIATION EXPENSE	0	0	0	0.00	0.00	0.00	0.00	0.00
51000554.83 LOSS ON DISPOSAL OF AS	0	0	0	0.00	0.00	0.00	0.00	0.00
51000554.90 MISCELLANEOUS	0	0	0	0.00	0.00	0.00	0.00	0.00
51000554.91 CREDIT CARD FEES	7,000	7,000	0	376.25	2,113.21	0.00	4,886.79	30.19
51000554.95 RV BOOKING FEES	7,000	7,000	0	841.10	1,773.90	0.00	5,226.10	25.34
TOTAL SUNDRY	49,201	49,201	0	4,138.60	27,257.11	0.00	21,943.89	55.40
CAPITAL EXPENDITURES								
51000561.02 LAND & IMPROVEMENTS OT	40,000	40,000	0	21,025.54	21,025.54	17,866.46	1,108.00	97.23
51000562.03 CE- BUILDING & IMPROVE	0	0	0	0.00	0.00	0.00	0.00	0.00
51000563.05 CE- INFRASTRUCTURE	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL EXPENDITURES	40,000	40,000	0	21,025.54	21,025.54	17,866.46	1,108.00	97.23
TOTAL OPERATIONS	<u>307,330</u>	<u>307,330</u>	<u>0</u>	<u>41,067.80</u>	<u>126,212.83</u>	<u>17,866.46</u>	<u>163,250.71</u>	<u>46.88</u>
TOTAL EXPENDITURES	307,330	307,330	0	41,067.80	126,212.83	17,866.46	163,250.71	0.00
REVENUES OVER/ (UNDER) EXPENDITURES	(39,830)	(39,830)	0	(27,273.08)	(55,048.80)	(17,866.46)	33,085.26	183.07

*** END OF REPORT ***

6-24-2025 4:21 PM		D E T A I L L I S T I N G				PAGE: 1		
FUND : 001-GENERAL FUND		PERIOD TO USE: May-2025 THRU May-2025						
DEPT : 0501 PARKS & RECREATION		ACCOUNTS: ALL						
SUPPRESS ZEROS		=====AMOUNT=====				=====BALANCE=====		
POST	DATE	TRAN #	REFERENCE	PACKET=====DESCRIPTION=====	VEND	INV/PO/JE #	NOTE	Item #5.

50501511.01		SALARIES & WAGES						109,829.77
		B E G I N N I N G		B A L A N C E				
5/09/25	5/06	P06694	PYEXP	01672 BI-WEEKLY & SALARY PAYROLL			8,721.59	118,551.36
5/23/25	5/19	P06701	PYEXP	01675 BI-WEEKLY & SALARY PAYROLL			7,126.54	125,677.90
		=====		MAY ACTIVITY	DB: 15,848.13	CR: 0.00	15,848.13	

50501511.07		SALARIES & WAGES-OVERTIME						14,741.39
		B E G I N N I N G		B A L A N C E				
5/09/25	5/06	P06694	PYEXP	01672 BI-WEEKLY & SALARY PAYROLL			2,989.00	17,730.39
5/23/25	5/19	P06701	PYEXP	01675 BI-WEEKLY & SALARY PAYROLL			2,219.66	19,950.05
		=====		MAY ACTIVITY	DB: 5,208.66	CR: 0.00	5,208.66	

50501512.05		EMPLOYER-SOCIAL SECURITY						9,790.69
		B E G I N N I N G		B A L A N C E				
5/06/25	5/06	A49768	DFT: 000966	11687 FICA WITHHOLDING	100011		695.48	10,486.17
				INTERNAL REVENUE SERVICE	INV# T3 202505061066	/PO#		
5/06/25	5/06	A49768	DFT: 000966	11687 MEDICARE WITHHOLDING	100011		162.66	10,648.83
				INTERNAL REVENUE SERVICE	INV# T4 202505061066	/PO#		
5/19/25	5/19	A50074	DFT: 000976	11703 FICA WITHHOLDING	100011		553.04	11,201.87
				INTERNAL REVENUE SERVICE	INV# T3 202505191082	/PO#		
5/19/25	5/19	A50074	DFT: 000976	11703 MEDICARE WITHHOLDING	100011		129.34	11,331.21
				INTERNAL REVENUE SERVICE	INV# T4 202505191082	/PO#		
		=====		MAY ACTIVITY	DB: 1,540.52	CR: 0.00	1,540.52	

50501512.10		EMPLOYER-T.M.R.S.						8,340.97
		B E G I N N I N G		B A L A N C E				
5/06/25	5/27	A50504	DFT: 000998	11707 TMRS-RETIREMENT	100008		694.44	9,035.41
				TEXAS MUNICIPAL	INV# 110202505061066	/PO#		
5/19/25	5/27	A50507	DFT: 000998	11707 TMRS-RETIREMENT	100008		554.24	9,589.65
				TEXAS MUNICIPAL	INV# 110202505191082	/PO#		
		=====		MAY ACTIVITY	DB: 1,248.68	CR: 0.00	1,248.68	

50501512.20		GROUP H/D INS PREMIUMS						32,876.26
		B E G I N N I N G		B A L A N C E				
5/06/25	5/27	A50515	CHK: 068712	11707 HEALTH/DENTAL INSURANCE	100419		24.40	32,900.66
				TML - IEBP	INV# 1ED202505061066	/PO#		

6-24-2025 4:21 PM

D E T A I L L I S T I N G

PAGE: 2

FUND : 001-GENERAL FUND

PERIOD TO USE: May-2025 THRU May-2025

DEPT : 0501

PARKS & RECREATION

SUPPRESS ZEROS

ACCOUNTS: ALL

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/PO/JE #	NOTE	=====AMOUNT=====	=====BALANCE=====	Item #5.
5/06/25	5/27	A50517	CHK: 068712	11707	HEALTH/DENTAL INSURANCE	100419			618.60	33,519.26	
				TML - IEBP		INV# 1EM202505061066	/PO#				
5/06/25	5/27	A50521	CHK: 068712	11707	HEALTH/DENTAL INSURANCE	100419			62.64	33,581.90	
				TML - IEBP		INV# 1FD202505061066	/PO#				
5/06/25	5/27	A50523	CHK: 068712	11707	HEALTH/DENTAL INSURANCE	100419			904.71	34,486.61	
				TML - IEBP		INV# 1FM202505061066	/PO#				
5/06/25	5/27	A50527	CHK: 068712	11707	HEALTH/DENTAL INSURANCE	100419			592.06	35,078.67	
				TML - IEBP		INV# 1SM202505061066	/PO#				
5/19/25	5/27	A50516	CHK: 068712	11707	HEALTH/DENTAL INSURANCE	100419			12.20	35,090.87	
				TML - IEBP		INV# 1ED202505191082	/PO#				
5/19/25	5/27	A50518	CHK: 068712	11707	HEALTH/DENTAL INSURANCE	100419			309.30	35,400.17	
				TML - IEBP		INV# 1EM202505191082	/PO#				
5/19/25	5/27	A50522	CHK: 068712	11707	HEALTH/DENTAL INSURANCE	100419			62.64	35,462.81	
				TML - IEBP		INV# 1FD202505191082	/PO#				
5/19/25	5/27	A50524	CHK: 068712	11707	HEALTH/DENTAL INSURANCE	100419			904.71	36,367.52	
				TML - IEBP		INV# 1FM202505191082	/PO#				
5/19/25	5/27	A50528	CHK: 068712	11707	HEALTH/DENTAL INSURANCE	100419			592.06	36,959.58	
				TML - IEBP		INV# 1SM202505191082	/PO#				
5/20/25	5/27	A50529	CHK: 068712	11707	COBRA ADMIN FEE	100419			3.32	36,962.90	
				TML - IEBP		INV# PPORTLA12506	/PO#				
5/20/25	5/27	A50530	CHK: 068712	11707	HEALTH INSURANCE	100419			321.46CR	36,641.44	
				TML - IEBP		INV# PPORTLA12506-1	/PO#				
				=====	MAY ACTIVITY	DB: 4,086.64	CR: 321.46CR		3,765.18		

50501523.03

CLEANING & JANITORIAL

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

9,707.74

5/07/25	5/08	A49805	CHK: 068562	11685	CLEANING SUPPLIES & TRAS	100190			1,345.66	11,053.40	
				GULF COAST PAPER COMPANY		INV# 2639867	/PO#				
5/07/25	5/08	A49880	CHK: 068528	11685	CLEANER, PAINTER TAPE &	101258			37.15	11,090.55	
				ACE HARDWARE		INV# 198372	/PO#				
5/21/25	5/22	A50172	CHK: 068654	11695	CLEANING SUPPLIES & TRAS	100190			1,343.65	12,434.20	
				GULF COAST PAPER COMPANY		INV# 2648714	/PO#				
				=====	MAY ACTIVITY	DB: 2,726.46	CR: 0.00		2,726.46		

50501524.01

UNIFORMS

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

1,181.10

5/21/25	5/22	A50132	CHK: 068628	11695	UNIFORMS	100109			40.90	1,222.00	
				CINTAS - R.U.S., LP		INV# 4226104095	/PO#				
5/21/25	5/22	A50139	CHK: 068628	11695	UNIFORMS	100109			40.90	1,262.90	
				CINTAS - R.U.S., LP		INV# 4226866306	/PO#				
5/21/25	5/22	A50146	CHK: 068628	11695	UNIFORMS	100109			40.90	1,303.80	
				CINTAS - R.U.S., LP		INV# 4227614364	/PO#				
5/21/25	5/22	A50151	CHK: 068628	11695	UNIFORMS	100109			40.90	1,344.70	
				CINTAS - R.U.S., LP		INV# 4228341032	/PO#				

6-24-2025 4:21 PM		D E T A I L L I S T I N G				PAGE: 3				
FUND : 001-GENERAL FUND						PERIOD TO USE: May-2025 THRU May-2025				
DEPT : 0501 PARKS & RECREATION		SUPPRESS ZEROS				ACCOUNTS: ALL				
POST	DATE	TRAN #	REFERENCE	PACKET=====DESCRIPTION=====	VEND	INV/PO/JE #	NOTE	=====AMOUNT=====	=====BALANCE=====	Item #5.
5/21/25	5/22	A50156	CHK: 068628	11695 UNIFORMS		100109		40.90	1,385.60	
				CINTAS - R.U.S., LP		INV# 4229075185	/PO#			
			=====	MAY ACTIVITY	DB:	204.50	CR:	0.00	204.50	
50501526.01		GENERAL SAFETY & TOOLS								
		B E G I N N I N G B A L A N C E								2,128.85
5/07/25	5/08	A49849	CHK: 068528	11685 WD-40 & BOLTS		101258		23.55	2,152.40	
				ACE HARDWARE		INV# 197995	/PO#			
5/07/25	5/08	A49856	CHK: 068528	11685 TIE DOWN & BUNGEE CORD		101258		103.81	2,256.21	
				ACE HARDWARE		INV# 198044	/PO#			
5/07/25	5/08	A49864	CHK: 068528	11685 UTILITY KNIFE		101258		10.00	2,266.21	
				ACE HARDWARE		INV# 198150	/PO#			
5/07/25	5/08	A49872	CHK: 068528	11685 INSECT REP. & THREADLOCK		101258		35.36	2,301.57	
				ACE HARDWARE		INV# 198293	/PO#			
5/07/25	5/08	A49894	CHK: 068528	11685 TARP		101258		69.99	2,371.56	
				ACE HARDWARE		INV# 198594	/PO#			
			=====	MAY ACTIVITY	DB:	242.71	CR:	0.00	242.71	
50501536.01		ELECTRICITY								
		B E G I N N I N G B A L A N C E								27,328.67
5/07/25	5/08	A49934	CHK: 068556	11685 ELECTRICITY SVCS APRIL 2		102645		4,778.79	32,107.46	
				GEXA ENERGY, LP		INV# 34409192-4	/PO#			
			=====	MAY ACTIVITY	DB:	4,778.79	CR:	0.00	4,778.79	
50501542.03		R & M- BUILDING								
		B E G I N N I N G B A L A N C E								1,840.93
5/07/25	5/08	A49857	CHK: 068528	11685 RECIPROCATING SAW BLADE		101258		7.59	1,848.52	
				ACE HARDWARE		INV# 198045	/PO#			
			=====	MAY ACTIVITY	DB:	7.59	CR:	0.00	7.59	
50501543.04		R & M IMPROVEMENT OTB								
		B E G I N N I N G B A L A N C E								15,898.11
5/07/25	5/08	A49865	CHK: 068528	11685 CAULK, PRIMER & NAILS		101258		56.96	15,955.07	
				ACE HARDWARE		INV# 198155	/PO#			
5/07/25	5/08	A49868	CHK: 068528	11685 TIN CAP DISKS		101258		15.18	15,970.25	
				ACE HARDWARE		INV# 198220	/PO#			
5/07/25	5/08	A49969	CHK: 068536	11685 MEMORIAL BENCH		104358		1,453.13	17,423.38	
				BARCO PRODUCTS, LLC.		INV# INVRC031299	/PO#			

Item #5.

6-24-2025 4:21 PM		D E T A I L L I S T I N G				PAGE: 4			
FUND : 001-GENERAL FUND		PERIOD TO USE: May-2025 THRU May-2025							
DEPT : 0501 PARKS & RECREATION		ACCOUNTS: ALL							
		SUPPRESS ZEROS							
POST	DATE	TRAN #	REFERENCE	PACKET=====DESCRIPTION=====	VEND	INV/PO/JE #	NOTE	=====AMOUNT=====	=====BALANCE=====
5/21/25	5/22	A50177	CHK: 068663	11695 BUILDING MATERIALS	100261			991.10	18,414.48
				LOWE'S HOME CENTERS INC.	INV# 975886		/PO#		
			=====	MAY ACTIVITY DB: 2,516.37	CR:		0.00	2,516.37	

50501543.10		SWIMMING POOL OPERATIONS							
		B E G I N N I N G B A L A N C E							1,987.92
5/07/25	5/08	A49843	CHK: 068578	11685 RENTAL - DRY PRIME VENTU	100980			350.00	2,337.92
				ODESSA PUMPS & EQUIPMENT	INV# OP0000112083		/PO#		
5/07/25	5/08	A49881	CHK: 068528	11685 PAINT & PAINTING SUPPLIE	101258			237.06	2,574.98
				ACE HARDWARE	INV# 198376		/PO#		
5/07/25	5/08	A49885	CHK: 068528	11685 PAINT, FABRIC & TROWEL	101258			86.96	2,661.94
				ACE HARDWARE	INV# 198439		/PO#		
5/07/25	5/08	A49897	CHK: 068528	11685 PAINT & PAINTING SUPPLIE	101258			169.29	2,831.23
				ACE HARDWARE	INV# 198628		/PO#		
5/07/25	5/08	A49900	CHK: 068528	11685 AIRHOSE & PIPING MATERIA	101258			136.11	2,967.34
				ACE HARDWARE	INV# 198665		/PO#		
5/07/25	5/08	A49901	CHK: 068528	11685 REDUCING COUPLING	101258			2.79	2,970.13
				ACE HARDWARE	INV# 198667		/PO#		
5/07/25	5/08	A49904	CHK: 068528	11685 BATTERIES & PAINT SUPPLI	101258			147.67	3,117.80
				ACE HARDWARE	INV# 198672		/PO#		
5/07/25	5/08	A49905	CHK: 068528	11685 PAINT & PAINTING SUPPLIE	101258			75.55	3,193.35
				ACE HARDWARE	INV# 198676		/PO#		
5/07/25	5/08	A49910	CHK: 068528	11685 STRIPPER BLADES	101258			4.59	3,197.94
				ACE HARDWARE	INV# 198795		/PO#		
5/21/25	5/22	A50212	CHK: 068695	11695 PAINT	100387			92.45	3,290.39
				SHERWIN-WILLIAMS CO.	INV# 0384-4		/PO#		
5/21/25	5/22	A50215	CHK: 068695	11695 PAINT	100387			128.90	3,419.29
				SHERWIN-WILLIAMS CO.	INV# 1255-9		/PO#		
5/21/25	5/22	A50216	CHK: 068695	11695 PAINT & SUPPLIES	100387			116.62	3,535.91
				SHERWIN-WILLIAMS CO.	INV# 1404-3-1		/PO#		
5/21/25	5/22	A50217	CHK: 068695	11695 PAINT	100387			64.45	3,600.36
				SHERWIN-WILLIAMS CO.	INV# 1420-9		/PO#		
5/21/25	5/22	A50219	CHK: 068695	11695 PAINT	100387			99.28	3,699.64
				SHERWIN-WILLIAMS CO.	INV# 1692-3		/PO#		
5/21/25	5/22	A50286	CHK: 068673	11695 RENTAL - AIR COMPRESSOR	102579			492.78	4,192.42
				MOMENTUM RENTAL AND SALES	INV# 188503-1		/PO#		
5/21/25	5/22	A50308	CHK: 068648	11695 PHONE CHARGES MAY 2025	102882			49.23	4,241.65
				FRONTIER SOUTHWEST INC	INV# 18830907065/0525		/PO#		
5/21/25	5/22	A50316	CHK: 068608	11695 DIVING BOARD BASE REPAIR	103110			807.32	5,048.97
				36 MOTORSPORTS	INV# 6739		/PO#		
			=====	MAY ACTIVITY DB: 3,061.05	CR:		0.00	3,061.05	

50501544.55		R & M- VEHICLES & TRAILERS							
		B E G I N N I N G B A L A N C E							2,497.07

6-24-2025 4:21 PM		D E T A I L L I S T I N G					PAGE: 5				
FUND : 001-GENERAL FUND							PERIOD TO USE: May-2025 THRU May-2025				
DEPT : 0501		PARKS & RECREATION		SUPPRESS ZEROS		ACCOUNTS: ALL					
POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/PO/JE #	NOTE	=====AMOUNT=====	=====BALANCE=====	Item #5.
5/07/25	5/08	A49944	CHK: 068545		11685 TIRE REPAIR		102987		25.58	2,522.65	
					CROSSROADS TIRE SERVICE L	INV#	4001202	/PO#			
5/21/25	5/22	A50284	DFT: 000987		11695 CAL CO TAX - REGISTRATIO		102565		7.73	2,530.38	
					CARD SERVICE CENTER	INV#	0305/042025	/PO#			
5/21/25	5/22	A50315	CHK: 068608		11695 TRAILER REPAIRS		103110		1,515.37	4,045.75	
					36 MOTORSPORTS	INV#	6641	/PO#			
5/21/25	5/22	A50330	CHK: 068642		11695 MAINTENANCE MANAGEMENT		104071		15,055.26	19,101.01	
					ENTERPRISE FLEET MANAGEME	INV#	FBN5314665	/PO#			
					MAY ACTIVITY	DB:	16,603.94	CR: 0.00	16,603.94		

50501544.65		R & M- MACHINERY & EQUIPMENT								2,793.95	
B E G I N N I N G B A L A N C E											
5/07/25	5/08	A49851	CHK: 068528		11685 OIL & CLOTHS		101258		111.87	2,905.82	
					ACE HARDWARE	INV#	198015	/PO#			
5/21/25	5/22	A50351	CHK: 068676		11695 TRIMMER LINE, OIL & CHAI		104345		81.60	2,987.42	
					THIRD COAST DISTRIBUTING,	INV#	044664	/PO#			
5/21/25	5/22	A50355	CHK: 068676		11695 OIL, OIL FILTER & AIR CO		104345		113.75	3,101.17	
					THIRD COAST DISTRIBUTING,	INV#	045577	/PO#			
					MAY ACTIVITY	DB:	307.22	CR: 0.00	307.22		

50501551.11		VEHICLE LEASES								19,284.09	
B E G I N N I N G B A L A N C E											
5/21/25	5/22	A50330	CHK: 068642		11695 MAINTENANCE MANAGEMENT		104071		2,065.12	21,349.21	
					ENTERPRISE FLEET MANAGEME	INV#	FBN5314665	/PO#			
					MAY ACTIVITY	DB:	2,065.12	CR: 0.00	2,065.12		

50501561.02		CE- LAND & IMPROVEMENTS OTB								73,106.10	
B E G I N N I N G B A L A N C E											
5/21/25	5/22	A50213	CHK: 068695		11695 PAINT		100387		310.10	73,416.20	
					SHERWIN-WILLIAMS CO.	INV#	1088-4	/PO#			
5/21/25	5/22	A50218	CHK: 068695		11695 PAINT		100387		106.90	73,523.10	
					SHERWIN-WILLIAMS CO.	INV#	1691-5	/PO#			
5/21/25	5/22	A50220	CHK: 068695		11695 PAIL LINER		100387		5.91	73,529.01	
					SHERWIN-WILLIAMS CO.	INV#	1726-9	/PO#			
5/21/25	5/22	A50344	CHK: 068694		11695 BAYFRONT PARK CW MURAL		104340		1,500.00	75,029.01	
					SANCHEZ, MICHAEL	INV#	1004-1	/PO#			
					MAY ACTIVITY	DB:	1,922.91	CR: 0.00	1,922.91		

50501563.05	CE- INFRASTRUCTURE B E G I N N I N G B A L A N C E								173,651.00
5/07/25	5/08	A49821	CHK: 068557	11685 NEW SIDEWALK	100526				4,960.00
				GONZALES CONTRACTING INC	INV# 25-030	/PO#			178,611.00
5/21/25	5/22	A50247	CHK: 068651	11695 LIGHT FOUNDATIONS	100526				5,000.00
				GONZALES CONTRACTING INC	INV# 25-047	/PO#			183,611.00
				===== MAY ACTIVITY	DB: 9,960.00	CR: 0.00			9,960.00

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000 ERRORS IN THIS REPORT!

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** REPORT TOTALS **

--- DEBITS ---

--- CREDITS ---

BEGINNING BALANCES:

562,753.99

0.00

REPORTED ACTIVITY:

72,329.29

321.46CR

ENDING BALANCES:

635,083.28

321.46CR

TOTAL FUND ENDING BALANCE:

634,761.82

SELECTION CRITERIA

Item #5.

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

ACCOUNT SELECTION

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

PRINT OPTIONS DETAIL

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

*** END OF REPORT ***

51000511.01	SALARIES & WAGES B E G I N N I N G B A L A N C E								14,706.03
5/09/25	5/06	P06694	PYEXP		01672 BI-WEEKLY & SALARY PAYROLL			1,291.57	15,997.60
5/23/25	5/19	P06701	PYEXP		01675 BI-WEEKLY & SALARY PAYROLL			1,334.54	17,332.14
=====				MAY ACTIVITY	DB:	2,626.11	CR:	0.00	2,626.11

51000511.07	SALARIES & WAGES-OVERTIME B E G I N N I N G B A L A N C E								913.04
5/09/25	5/06	P06694	PYEXP		01672 BI-WEEKLY & SALARY PAYROLL			64.97	978.01
5/23/25	5/19	P06701	PYEXP		01675 BI-WEEKLY & SALARY PAYROLL			25.99	1,004.00
=====				MAY ACTIVITY	DB:	90.96	CR:	0.00	90.96

51000512.05	EMPLOYER-SOCIAL SECURITY B E G I N N I N G B A L A N C E								1,240.60
5/06/25	5/06	A49768	DFT: 000966		11687 FICA WITHHOLDING	100011		80.19	1,320.79
					INTERNAL REVENUE SERVICE	INV# T3 202505061066	/PO#		
5/06/25	5/06	A49768	DFT: 000966		11687 MEDICARE WITHHOLDING	100011		18.75	1,339.54
					INTERNAL REVENUE SERVICE	INV# T4 202505061066	/PO#		
5/19/25	5/19	A50074	DFT: 000976		11703 FICA WITHHOLDING	100011		80.44	1,419.98
					INTERNAL REVENUE SERVICE	INV# T3 202505191082	/PO#		
5/19/25	5/19	A50074	DFT: 000976		11703 MEDICARE WITHHOLDING	100011		18.81	1,438.79
					INTERNAL REVENUE SERVICE	INV# T4 202505191082	/PO#		
=====				MAY ACTIVITY	DB:	198.19	CR:	0.00	198.19

51000512.10	EMPLOYER-T.M.R.S. B E G I N N I N G B A L A N C E								1,059.04
5/06/25	5/27	A50504	DFT: 000998		11707 TMRS-RETIREMENT	100008		80.44	1,139.48
					TEXAS MUNICIPAL	INV# 110202505061066	/PO#		
5/19/25	5/27	A50507	DFT: 000998		11707 TMRS-RETIREMENT	100008		80.68	1,220.16
					TEXAS MUNICIPAL	INV# 110202505191082	/PO#		
=====				MAY ACTIVITY	DB:	161.12	CR:	0.00	161.12

51000512.20	GROUP H/D INS PREMIUMS B E G I N N I N G B A L A N C E								4,504.81
5/06/25	5/27	A50515	CHK: 068712		11707 HEALTH/DENTAL INSURANCE	100419		12.20	4,517.01
					TML - IEBP	INV# 1ED202505061066	/PO#		

6-24-2025 4:22 PM

D E T A I L L I S T I N G

PAGE: 2

FUND : 503-BEACH OPERATING FUND

PERIOD TO USE: May-2025 THRU May-2025

DEPT : 1000 OPERATIONS

SUPPRESS ZEROS

ACCOUNTS: ALL

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/PO/JE #	NOTE	=====AMOUNT=====	=====BALANCE=====
5/06/25	5/27	A50517	CHK: 068712		11707 HEALTH/DENTAL INSURANCE	100419			309.30	4,826.31
					TML - IEBP	INV# 1EM202505061066	/PO#			
5/19/25	5/27	A50516	CHK: 068712		11707 HEALTH/DENTAL INSURANCE	100419			12.20	4,838.51
					TML - IEBP	INV# 1ED202505191082	/PO#			
5/19/25	5/27	A50518	CHK: 068712		11707 HEALTH/DENTAL INSURANCE	100419			309.30	5,147.81
					TML - IEBP	INV# 1EM202505191082	/PO#			
5/20/25	5/27	A50529	CHK: 068712		11707 COBRA ADMIN FEE	100419			0.55	5,148.36
					TML - IEBP	INV# PPORTLA12506	/PO#			
					===== MAY ACTIVITY	DB: 643.55	CR: 0.00		643.55	

Item #5.

51000521.01

OFFICE

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

19.88

5/21/25	5/22	A50246	DFT: 000994		11695 BEACH SIGN MATERIALS	100461			17.68	37.56
					CAPITAL ONE	INV# 663315867	/PO#			
					===== MAY ACTIVITY	DB: 17.68	CR: 0.00		17.68	

51000526.01

GENERAL SAFETY & TOOLS

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

63.89

5/07/25	5/08	A49898	CHK: 068528		11685 CAUTION TAPE	101258			13.99	77.88
					ACE HARDWARE	INV# 198649	/PO#			
					===== MAY ACTIVITY	DB: 13.99	CR: 0.00		13.99	

51000533.14

CONTRACTED SERVICES

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

1,650.00

5/21/25	5/22	A50283	CHK: 068685		11695 COMPENSATION PLAN	102556			375.00	2,025.00
					PUBLIC SECTOR PERSONNEL C	INV# 3766	/PO#			
					===== MAY ACTIVITY	DB: 375.00	CR: 0.00		375.00	

51000535.10

WINDSTORM INS

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

5,458.38

5/20/25	5/20	B50458	Misc 000000	21390	RECORD TWIA PAYMENT	JE# 029923			2,490.31	7,948.69
					===== MAY ACTIVITY	DB: 2,490.31	CR: 0.00		2,490.31	

51000536.01

ELECTRICITY

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

11,180.44

6-24-2025 4:22 PM

D E T A I L L I S T I N G

PAGE: 3

FUND : 503-BEACH OPERATING FUND

PERIOD TO USE: May-2025 THRU May-2025

DEPT : 1000

OPERATIONS

SUPPRESS ZEROS

ACCOUNTS: ALL

Item #5.

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/PO/JE #	NOTE	=====AMOUNT=====	=====BALANCE=====
5/07/25	5/08	A49934	CHK: 068556		11685 ELECTRICITY SVCS APRIL 2 102645				1,863.41	13,043.85
					GEHA ENERGY, LP		INV# 34409192-4	/PO#		
					MAY ACTIVITY	DB:	1,863.41	CR: 0.00	1,863.41	

51000542.03 R & M- BUILDING
B E G I N N I N G B A L A N C E 3.59

5/07/25	5/08	A49869	CHK: 068528		11685 HARDWARE		101258		1.60	5.19
					ACE HARDWARE		INV# 198230	/PO#		
					MAY ACTIVITY	DB:	1.60	CR: 0.00	1.60	

51000543.04 R & M- IMPROVEMENT OTB
B E G I N N I N G B A L A N C E 7,811.77

5/07/25	5/08	A49794	CHK: 068534		11685 BEACH SIGNS		100040		204.00	8,015.77
					ANNOUNCEMENTS PLUS TOO..		INV# 6726	/PO#		
5/07/25	5/08	A49970	CHK: 068536		11685 WHEEL STOPS		104358		1,081.10	9,096.87
					BARCO PRODUCTS, LLC.		INV# INVR031320	/PO#		
5/21/25	5/22	A50175	CHK: 068657		11695 ELECTRICAL - LIGHTHOUSE		100208		4,995.00	14,091.87
					HAYES ELECTRIC SERVICE		INV# A2250422-02	/PO#		
5/21/25	5/22	A50182	CHK: 068670		11695 ALLIGATOR SIGNS		100272		210.00	14,301.87
					MELSTAN INC.		INV# 097269	/PO#		
					MAY ACTIVITY	DB:	6,490.10	CR: 0.00	6,490.10	

51000544.55 R & M- VEHICLES & TRAILERS
B E G I N N I N G B A L A N C E 40.71

5/21/25	5/22	A50330	CHK: 068642		11695 MAINTENANCE MANAGEMENT		104071		931.64	972.35
					ENTERPRISE FLEET MANAGEME		INV# FBN5314665	/PO#		
					MAY ACTIVITY	DB:	931.64	CR: 0.00	931.64	

51000551.11 VEHICLE LEASES
B E G I N N I N G B A L A N C E 6,331.50

5/21/25	5/22	A50330	CHK: 068642		11695 MAINTENANCE MANAGEMENT		104071		904.50	7,236.00
					ENTERPRISE FLEET MANAGEME		INV# FBN5314665	/PO#		
					MAY ACTIVITY	DB:	904.50	CR: 0.00	904.50	

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D E T A I L L I S T I N G

PAGE: 4

FUND : 503-BEACH OPERATING FUND

PERIOD TO USE: May-2025 THRU May-2025

DEPT : 1000 OPERATIONS

SUPPRESS ZEROS

ACCOUNTS: ALL

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

51000553.01			XFER OUT- FD 001- ADMIN CHG							
			B E G I N N I N G		B A L A N C E					5,367.25

5/31/25	6/03	B50545		21407 ADMINISTRATIVE FEES			JE# 029939		766.75	6,134.00
			=====	MAY ACTIVITY	DB:	766.75	CR:	0.00	766.75	

51000553.17			XFER OUT- FD 162 DREDGING							
			B E G I N N I N G		B A L A N C E					8,750.00

5/31/25	6/03	B50546		21407 DREDGING			JE# 029940		1,250.00	10,000.00
			=====	MAY ACTIVITY	DB:	1,250.00	CR:	0.00	1,250.00	

51000554.91			CREDIT CARD FEES							
			B E G I N N I N G		B A L A N C E					1,736.96

5/05/25	5/05	B50298	E.F.T. 000000	21351 CARDCONNECT - APRIL 2025			JE# 029855		376.25	2,113.21
			=====	MAY ACTIVITY	DB:	376.25	CR:	0.00	376.25	

51000554.95			RV BOOKING FEES							
			B E G I N N I N G		B A L A N C E					932.80

5/07/25	5/08	A49956	CHK: 068539	11685 ONLINE RESERVATION FEE	103882				483.80	1,416.60
				CAMPSPOT	INV# 64928		/PO#			
5/21/25	5/22	A50327	CHK: 068617	11695 ONLINE RESERVATION FEE	103882				357.30	1,773.90
				CAMPSPOT	INV# 65600		/PO#			
			=====	MAY ACTIVITY	DB:	841.10	CR:	0.00	841.10	

51000561.02			LAND & IMPROVEMENTS OTB							
			B E G I N N I N G		B A L A N C E					0.00

5/21/25	5/21	A50113	CHK: 068681	11711 AUTOMATED PAID ENTRY GAT	104583				21,025.54	21,025.54
				PARKING BOXX CORP.	INV# 23348		/PO# 25-00106			
			=====	MAY ACTIVITY	DB:	21,025.54	CR:	0.00	21,025.54	

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DETAIL LISTING

PAGE: 5

FUND : 503-BEACH OPERATING FUND

PERIOD TO USE: May-2025 THRU May-2025

DEPT : 1000 OPERATIONS

SUPPRESS ZEROS

ACCOUNTS: ALL

POST DATE TRAN # REFERENCE PACKET=====DESCRIPTION===== VEND INV/PO/JE # NOTE =====AMOUNT===== BALANCE

Item #5.

000 ERRORS IN THIS REPORT!

** REPORT TOTALS **	--- DEBITS ---	--- CREDITS ---
BEGINNING BALANCES:	85,145.03	0.00
REPORTED ACTIVITY:	41,067.80	0.00
ENDING BALANCES:	126,212.83	0.00
TOTAL FUND ENDING BALANCE:	126,212.83	

SELECTION CRITERIA

Item #5.

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

ACCOUNT SELECTION

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

PRINT OPTIONS DETAIL

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

*** END OF REPORT ***

COMMUNICATION

SUBJECT: Discuss Financial reports at Lighthouse Beach Campground.

INFORMATION:

Lighthouse Beach Campground

CAMPSPOT REPORTING

Class	Metric Name	Aug '24	Aug '23	Sept '24	Sept '23	Oct '24	Oct '23	Nov '24	Nov '23	Dec '24	Dec '23	Jan '25	Jan '24	Feb '25	Feb '24	Mar '25	Mar '24	Apr '25	Apr '24	May '25	May '24	May '23	Jun 1 '25 thru 6/24	Jun 1 '24 thru 6/24	Jun 1 '23 thru 6/23
Tent Sites	Days in Month	31	31	30	30	31	31	30	30	31	31	31	31	28	29	31	31	22	22	31	31	31	24	24	24
Tent Sites	# of Active Sites	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5
Tent Sites	Site Nights	1	3	0	5	7	0	1	10	4	19	0	3	3	1	4	21	4	3	12	8	30	0	2	13
Tent Sites	Occupancy	0.6%	1.9%	0%	3.3%	4.5%	0	0.67%	6.7%	1.70%	12.26%	0	1.9%	2.1%	0.70%	2.58%	13.6%	3.63%	2.7%	7.7%	5.20%	19.35%	0	2.70%	10.80%
Tent Sites	Site Revenue	\$25.00	\$60.00	\$0.00	\$100.00	\$175.00	\$0.00	\$25.00	\$200.00	\$100.00	\$ 380.00	0	\$60.00	\$75.00	\$ 20.00	\$ 100.00	\$ 420.00	\$ 100.00	\$ 60.00	\$ 300.00	\$ 160.00	\$ 600.00	\$ -	\$ 40.00	\$ 260.00
Tent Sites	Fee Revenue	\$2.00	\$6.00	\$0.00	\$6.00	\$10.00	\$0.00	\$2.00	\$4.00	\$8.00	\$ 7.13	0	\$0.87	\$2.00	\$ 2.00	\$ 8.00	\$ 16.00	\$ 8.00	\$ 4.00	\$ 16.00	\$ 10.00	\$ 54.00	\$ -	\$ 2.00	\$ 100.00
RV Sites	Days in Month	31	31	30	30	31	31	30	30	31	31	31	31	28	29	31	31	22	22	31	31	31	24	24	24
RV Sites	# of Active Sites	54	54	54	54	54	54	54	54	54	54	53	53	53	53	53	53	53	53	53	53	53	53	53	53
RV Sites	Site Nights	326	867	253	796	326	803	297	579	185	488	193	393	171	470	252	482	217	336	416	577	792	311.00%	377	622
RV Sites	Occupancy	19.47%	51.79%	15.60%	49.14%	19.47%	48.00%	18.33%	35.74%	12%	29.15%	11.75%	23.92%	11.52%	30.58%	15.34%	29.34%	18.61%	28.82%	25.32%	35.12%	48.20%	24.45%	29.64%	48.90%
RV Sites	Site Revenue	\$6,786.58	\$16,491.20	\$5,211.97	\$16,434.02	\$7,737.90	\$16,383.25	\$6,527.58	\$11,378.40	\$2,922.92	\$ 9,212.37	\$ 2,741.09	\$7,440.21	\$ 3,723.28	9866.87	\$ 7,321.27	12119.36	\$ 5,503.34	6437.8	\$ 10,331.23	\$ 11,726.63	\$ 18,999.16	\$ 7,408.33	\$ 7,299.84	\$ 15,007.64
RV Sites	Fee Revenue	\$78.52	\$116.27	\$34.00	\$96.90	\$126.00	\$134.61	\$18.00	\$105.27	\$16.00	\$ 94.90	\$ 54.00	\$36.89	\$ 28.00	64.44	\$ 70.00	101.15	\$ 48.00	27.94	\$ 64.00	\$ 80.62	\$ 289.96	\$ 69.00	\$ 50.94	\$ 277.85
Total Revenue		\$6,892.10	\$16,673.47	\$5,245.97	\$16,636.92	\$8,048.90	\$16,517.86	\$6,572.58	\$11,687.67	\$3,046.92	\$9,694.40	\$ 2,795.09	\$7,537.97	\$ 3,828.28	\$9,953.31	\$ 7,499.27	\$12,656.51	\$ 5,659.34	\$6,529.74	\$ 10,711.23	\$11,977.25	\$19,943.12	\$ 7,477.33	\$7,392.78	\$15,645.49
Reason for Reservation (of customers that answered question)																									
Work		3	22	2	17	4	19	3	17	2	7	0	2	1	3	2	4	5	2	5	2	13	3	1	10
Vacation		3	8	3	12	11	10	1	6	4	5	5	6	9	6	9	5	6	1	13	2	29	8	1	27

Total Rev. Aug '24 - May '25 \$60,299.68
Total Rev. Aug '23 - May '24 \$119,865.10
difference \$59,565.42

* Through March the difference was \$57,429
*Through February the difference was \$52,271.76

COMMUNICATION

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

INFORMATION:

COMMUNICATION

SUBJECT: Discuss Capital Improvement Plan (CIP) for fiscal year 2025-26.

INFORMATION:

