



CITY COUNCIL REGULAR MEETING

Monday, May 12, 2025 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, May 12, 2025 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/82411534691?pwd=rtpaAuCy9oIgniLNSUT7zb8bozJX5e.1>

Meeting ID: 824 1153 4691

Passcode: 594403

One Tap Mobile

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Dial by your location

+1346 248 7799 US (Houston)

I. ROLL CALL**II. CALL TO ORDER****III. INVOCATION****IV. PLEDGE OF ALLEGIANCE****V. PRESENTATION(S)**

1.
 - Proclamations by the Mayor
 - o May is Motorcycle Awareness Month
 - o National Police Week is May 11 – 17, 2025
 - o National Public Works Week is May 18 – 24, 2025 “People, Purpose, Presence”

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 April 14, 2025 Regular Meeting
- B. Minutes of April 30, 2025 Special Meeting and Workshop Session
- C. Review of Credit Card Statement
- D. Receive Monthly Financial Highlight Report
- E. Receive 1st Quarterly Report from Public Works Department ending 03.31.2025
- F. Receive Victoria Economic Development Corporation (VEDC) Monthly Report
- G. Receive Quarterly City Investment Report for 01.01.2025 thru 03.31.2025

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

1. Canvass returns of the May 03, 2025 City of Port Lavaca General Officers Election. Presenter is Mayor Whitlow
2. Consider Resolution No. R-051225-1E certifying the May 03, 2025 General Election returns and declaring candidates elected. Presenter is Mandy Grant
3. Administer Oaths of Office and issue Certificates of Election to newly elected officials to the Port Lavaca City Council to-wit: Rosie Padron representing District 4; and Rose Bland-Stewart representing District 5; to each serve a new term of three (3) years. Presenter is Mandy Grant
4. Consider election of Mayor Pro Tem by Council Members in accordance with Section 3.04 of the City of Port Lavaca Home Rule Charter. Presenter is Mandy Grant
5. Consider appointment/reappointment of member(s) to the Port Commission to fill a vacancy and/or start a new term. Presenter is Jody Weaver
6. Receive annual Police Department Activity Report for 2023-2024. Presenter is Colin Rangnow

- [7.](#) Consider request of the Police Department to declare the portable speed limit sign as surplus and authorize the disposal of said item. Presenter is Colin Rangnow
- [8.](#) Receive budget from Chief of Police regarding expenditure of felony Forfeiture Funds to purchase new office furniture for several offices in the Police Department. Presenter is Colin Rangnow
- [9.](#) Consider Resolution No. R-051225-2 of the City of Port Lavaca for Americans with Disabilities Act (ADA) Coordinator, Notice and Grievance Procedure: Administrative Requirements Under Title II of the ADA. Presenter is Jody Weaver
- [10.](#) Consider Resolution No. R-051225-3 of the City of Port Lavaca to support the submittal of a GLO Coastal Management Program (CMP) Grant application for a Boardwalk along the seawall at Smith Harbor and commit to 40% matching funds if awarded. Presenter is Jody Weaver
- [11.](#) Consider First reading of an Ordinance (S-2-25) of the City of Port Lavaca for amendment(s) to the Base Ordinance S-2-24 for 2024-2025 fiscal year budget; providing for Budget Amendment(s); providing for severability, repealing all ordinances in conflict and establishing an effective date. Presenter is Brittney Hogan
- [12.](#) Announcement by Mayor that City Council will retire into closed session:
 - For consultation with City Attorney on matters in which the duty of the Attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act (Title 5, Chapter 551, Section 551.071(2) of the Texas Government Code). Presenter is Mayor Whitlow
 - To deliberate commercial or financial information that was received from a business prospect that seeks to locate, stay, or expand in or near the territory of the Governmental Body, and with which the Governmental Body is conducting Economic Development Negotiations, in accordance with Title 5, Chapter 551, Section 551.087 of the Texas Government Code. Presenter is Mayor Whitlow
 - To discuss Personnel matters in accordance with Title 5, Section 551.074 of the Texas Government Code (to discuss the appointment, employment, evaluation, duties and responsibilities, reassignment, discipline, or dismissal of an officer or employee, or to hear a complaint or charge against an officer or employee: [Municipal Court Judge]). Presenter is Mayor Whitlow
- [13.](#) Return to Open Session and take any action deemed necessary with regard to matters in closed session. Presenter is Mayor Whitlow

IX. ADJOURNMENT

CERTIFICATION OF POSTING NOTICE

This is to certify that the above notice of a regular meeting of The City Council of The City of Port Lavaca, scheduled for **Monday, May 12, 2025**, beginning at 6:30 p.m., was posted at city hall, easily accessible to the public, as of **5:00 p.m. Wednesday, May 07, 2025**.

Mandy Grant, *City Secretary*

ADA NOTICE

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

COMMUNICATION

SUBJECT: Minutes of April 14, 2025 Regular Meeting

INFORMATION:



CITY COUNCIL REGULAR MEETING

Monday, April 14, 2025 at 6:30 PM

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

MINUTES

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

On this the 14th day of April 2025, the City Council of the City of Port Lavaca, Texas, convened in a regular session at 6:30 p.m. at the regular meeting place in Council Chambers at City Hall, 202 North Virginia Street, Port Lavaca, Texas, with the following members in attendance:

I. ROLL CALL

Jack Whitlow	Mayor
Daniel Aguirre	Councilman, District 1
Tim Dent	Councilman, District 2
Allen Tippit	Councilman, District 3
Rosie G. Padron	Councilwoman, District 4, Mayor Pro Tem
Jim Ward	Councilman, District 5
Justin Burke	Councilman, District 6

And with the following absent: None

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

II. CALL TO ORDER

- Mayor Whitlow called the meeting to order at 6:36 p.m. and presided.

III. INVOCATION

- Councilman Ward gave the invocation.

IV. PLEDGE OF ALLEGIANCE

- Mayor Whitlow – Pledge of Allegiance.

V. PRESENTATION(S)

- Proclamations by the Mayor
 - April 2025 is Child Abuse Awareness Month - The Harbor
 - April 2025 is Sexual Assault Awareness Month – The Harbor

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

- Mayor asked for comments from the public and the following citizens spoke:
 - Larry Nichols, 1 Westmont, Port Lavaca, TX Calhoun County Historical Commission, presented signage to the City indicating the City of Port Lavaca was established in 1840 and was incorporated in 1911;
 - Maria Walton, The Harbor Children's Alliance and Victim Center, month of April being about Child Abuse Awareness Month;
 - Jennifer Hahn, The Harbor Children's Alliance and Victim Center, month of April also being about Sexual Assault Awareness Month;
 - Felicia Harral, Calhoun County Rotary President, announced some Rotary Events

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

- A. Minutes of March 10, 2025 Regular Meeting**
- B. Minutes of March 27, 2025 Special Meeting and Workshop Session**
- C. Review of Credit Card Statement**
- D. Receive Monthly Financial Highlight Report**
- E. Receive Capital Improvement Projects Progress Report 01.01.2025 to 03.31.2025**
- F. Receive Development Services Permits Report 01.01.2025 to 03.31.2025**
- G. Receive Development Services Code Enforce Report 01.01.2025 to 03.31.2025**
- H. Receive Victoria Economic Development Corporation (VEDC) Monthly Report**

Motion made by Councilman District 5 Ward

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

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

Seconded by Councilman District 3 Tippit

Voting Yea:

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

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

1. **Conduct Public Hearing for update on properties previously declared substandard on August 12, 2024**
 - (a) 505 Bonorden**
 - (b) 515 N. Nueces**

(c) 502 N. Benavides

Mayor opened public hearing at 6:59 p.m.

Mayor closed the public hearing at 7:22 p.m.

No action necessary and none taken.

2. **Consider and take action on property previously declared substandard, following Public Hearings held on August 12, 2024 and April 14, 2025:**

(a) 505 Bonorden**(b) 515 N. Nueces****(c) 502 N. Benavides****(a) 505 Bonorden**

- **First Public Hearing Date: August 12, 2024**
- **City Council Motion:**

This property is hereby declared substandard and will allow the property owner ninety (90) days to work with Development Services to arrive at a written renovation plan and if no such plan is executed, then Council authorizes staff to proceed with demolition and place a lien on the property.

- **Update:**

No plans have been submitted to the department. The property owner secured the structure after the public hearing. Councilwoman Padron contacted the Code Enforcement Office on multiple occasions and stated that the property owner had been in touch with her. He had stated that a plan and timeline of events will be provided to our office. To date, he has failed to do so.

As shown in the pictures, the exterior walls are not protected and on the verge of collapse. Due to improper support, the roof has continued to deflect.

The owners of the property, Pedro Solis Mendoza, Juan Roberto Sanchez, and Sylvia Sanchez sent a letter to Council.

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 dismisses action on this property, 505 Bonorden Street.

Seconded by Councilman District 3 Tippit

Voting Yea:

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

Voting Nay:
Councilman District 6 Burke

(b) 515 N. Nueces

- **First Public Hearing Date: August 12, 2024**
- **City Council Motion:**

This property is hereby declared substandard and will allow the property owner ninety (90) days to work with Development Services to arrive at a written renovation plan and if no such plan is executed, then this property will again go before Council for further consideration.

- **Update:**

515 N. Nueces has submitted a plan with development services and the structure is mostly secured. However, none of the plan has been executed and the condition of the house has degraded severely as pictured the water heater has collapsed out of the building. The home is in a severe state of sinking into the ground.

The owner of the property, Sylvia Arevalo, was in attendance.

Motion made by Councilman District 3 Tippit

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

THAT, Council hereby dismisses action on this property, 515 N. Nueces Street.

Seconded by Councilwoman District 4 (Mayor Pro Tem) Padron

Voting Yea:

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

(c) 502 N. Benavides

- **First Public Hearing Date: August 12, 2024**
- **City Council Motion:**

This property is hereby declared substandard and will allow the property owner ninety (90) days to work with Development Services to arrive at a written renovation plan and if no such plan is executed, then Council authorizes staff to proceed with demolition and place a lien on the property.

- **Update:**

502 N. Benavides complied by submitting a plan with the development services department. I did order the property owner to secure the property immediately. To date, he has failed to comply.

On March 27, 2025, a foundation application was submitted. However, due to nonpayment, the permit has not been issued.

The front wall coverings on the second floor have continued collapse. It appears that even more of the wall coverings are about to fall off. Furthermore, they have failed to comply with the submitted plan.

The owners of the property, Dennis Chavana and his sister Bertha E. Chavana were in attendance.

Motion made by Councilman District 3 Tippit

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

THAT, Council hereby dismisses action on this property, 502 N. Benavides Street.

Seconded by Councilman District 1 Aguirre

Voting Yea:

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

3. **Conduct Public Hearing in accordance with the City of Port Lavaca Code of Ordinances, Chapter 12 Buildings and Building Regulations, Article IV - Substandard Buildings, Section 12-291 - Notice (a) and (b), for the following properties listed:**
(a) 126 Haviland

Mayor opened public hearing at 7:32 p.m.

Mayor closed the public hearing at 7:39 p.m.

No action necessary and none taken.

4. **Consider and take action to declare property to be substandard and required action following declaration, following a Public Hearing held on April 14, 2025:**
(a) 126 Haviland

(a) 126 Haviland

- **First Notice of Violation: January 19, 2025**
- **Second Notice of Violation: February 22, 2025**

Staff has tried unsuccessfully to reach out to the property owner.

Staff is recommending Council declare this property substandard and will allow the property owner ninety (90) days to work with Development Services to arrive at a written renovation plan and if no such plan is executed, then Council authorizes staff to proceed with demolition and place a lien on the property.

Motion made by Councilman District 3 Tippit

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

THAT, in accordance with recommendation of staff, Council hereby orders demolition to this property, 126 Haviland.

Seconded by Councilman District 6 Burke

Voting Yea:

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

5. **Consider a Variance to Ordinance Chapter 26, Manufactured Housing and Recreational Vehicles for a manufactured home to be placed on a residential lot that is not in a manufactured housing park; the property is described as Lot 2, Block 61 (521 S. Nueces Street). Presenter is Derrick Smith**

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

Mr. Benjamin had made a similar request on a different property in June of 2024. The request was approved by the Planning Board and City Council. However, he was not able to come to an agreement with the owners of the property. Jacob Benjamin is requesting a variance to place a manufactured home on 521 S. Nueces Street. Mr. Benjamin's variance request is due to medical necessity. Mr. Benjamin has purchased a new manufactured home and will be leasing the property. Included is a note from his primary care provider that states that he should live within three (3) minutes response rate by EMS or to get to the hospital.

According to the tax role, the current property owner is William H. Clay (Estate) c/o Raymond C. Clay, Jr.

Due to the fact that both boards had approved Mr. Benjamin's previous request at another location, staff is recommending that council approve this request. However, staff is requesting that Mr. Benjamin be granted a Specific Use Permit for the sole and singular use. Staff Recommendation is approval contingent on granting a Specific Use Permit for the sole and singular use.

Motion made by Councilman District 1 Aguirre

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

THAT, in accordance with recommendation of staff, Council hereby approves a Variance to Ordinance Chapter 26, Manufactured Housing and Recreational Vehicles for a manufactured home to be placed on a residential lot that is not in a manufactured housing park; the property is described as Lot 2, Block 61 (521 S. Nueces Street), contingent on granting a Specific Use Permit for the sole and singular use.

BE IT FURTHER RESOLVED, THAT the form must be approved by the City Attorney and the Landowner must sign the form.

Seconded by Councilman District 6 Burke

Voting Yea:

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

6. **Consider recommendation of the Planning Board of a replat of Lots 1-16, 53-54, 57-58, 63-66 and 75-76 of Claret Crossing, Section 1 Subdivision. Presenter is Derrick Smith**

Development Services Director Smith advised Council that The purpose of the request is to remove the duplex stipulation to allow for single-family homes. The property is designated as “High Density Residential” in the Future Land Use Plan

The Planning Board approves the replat as it complies with the Future Land Use Plan and staff concurs.

Motion made by Councilman District 5 Ward

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

THAT, in accordance with recommendation of the Planning Board and staff, Council hereby approves a replat of Lots 1-16, 53-54, 57-58, 63-66 and 75-76 of Claret Crossing, Section 1 Subdivision.

Seconded by Councilman District 1 Aguirre

Voting Yea:

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

7. **Consider awarding demolition contract to Axis for Randle Street properties. Presenter is Derrick Smith**

Development Services Director Smith advised Council that on March 21, 2025, staff opened bids for the garage apartment and driveway located at 304 Randle Street and the dwelling located at 310 Randle Street. These two properties were recently purchased by the city. The bids were requested separately. The following bids were received:

Contractor	304 Randle St.	Days	310 Randle St.	Days	Total Bid
Axis Demolition, LLC	\$18,500.00	30	\$8,200.00	30	\$26,700.00
Wilson Construction	\$11,025.00	10	\$15,840.00	15	\$26,865.00

After reviewing the bids, I reached back to the contractors and requested a quote if awarded both properties together. The contractors provided the following adjustments:

Contractor	304 Randle St.	310 Randle St.	Total Bid
Axis Demolition, LLC	\$17,500.00	\$8,000.00	\$25,500.00
Wilson Construction	\$10,475.00	\$15,340.00	\$25,815.00

Axis Demolition, LLC has the lower bid by a difference of \$315.00. Therefore, staff recommends awarding the bid to be awarded to Axis Demolition, LLC.

Motion made by Councilman District 5 Ward

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

THAT, in accordance with the recommendation of staff, Council hereby approves award of a demolition contract to Axis Demolition, LLC, for 304 Randle Street and 310 Randle Street properties, in the amount of \$25,500.00.

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

Seconded by Councilman District 1 Aguirre

Voting Yea:

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

8. **Consider request for use of City Hall on Saturday, July 12, 2025 for the purpose of hosting a Kid's Market Event during the hours of 10:00 a.m. to 2:00 p.m. Presenter is Tania French**

Tania French, Events Coordinator advised Council that The Kid's Market is a community event that aims to support and encourage youth entrepreneurship by providing young individuals a platform to sell their handmade products, crafts, and services. The event is designed to foster creativity, financial literacy, and business skills in a fun and supportive environment.

She believes City Hall is the ideal location for this market for the following key reasons:

- 1) Facility Size: The City Hall space is well-suited to the market needs: not too large and not too small, offering a comfortable and manageable environment for both participants and visitors.
- 2) Civic Exposure: Hosting the market at City Hall will introduce children to a key part of our local government. This not only adds a sense of importance and legitimacy to their efforts, but also fosters early engagement with civic awareness and pride.

- 3) City Support: Hosting this event at City Hall demonstrates a city commitment to empowering and investing in the next generation of Port Lavaca's business and community leaders.

If approved, coordination will take place with the city staff to ensure facility use aligns with City policies and procedures.

Motion made by Councilman District 5 Ward

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

THAT, Council hereby approves request for use of City Hall on Saturday, July 12, 2025 for the purpose of hosting a Kid's Market Event during the hours of 10:00 a.m. to 2:00 p.m.

Seconded by Councilman District 1 Aguirre

Voting Yea:

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

9. Consider approval of the Professional Engineering Services Agreement of Civil Corp for Street and Drainage Improvements in Western Heights Subdivision. Presenter is Wayne Shaffer

Public Works Director Shaffer reminded Council that the adopted FY 2024-25 Capital Improvement Plan included Western Heights Subdivision Street, Water, and Drainage Improvements Project:

- Border Street from SH 35 to George Street
- Central Ave from SH 35 to Border Street
- Warehouse Street from Central Ave to George Street

The proposed engineering contract from Civil Corp to perform the Engineering and Construction Administration for this project is in the amount of \$207,000.00.

Available funds:

• Undesignated funds from 2024 Series Bonds:	\$ 1,219,600.00
• Current undesignated interest from 2022 Series Bonds:	\$ 48,500.00
• Current undesignated interest from 2024 Series Bonds	\$ 688,900.00
• 2024-25 CIP dollars for Western Heights:	\$ 190,000.00
Total:	<u>\$ 2,147,000.00</u>

The project cost estimate for the stated scope (with 15% contingency and including engineering) is \$2.8M. This includes new curb and gutter, 6" lime treated sub-base, 10" limestone base, 1.5" Hot-mix, 5 ft sidewalk on one side, drainage improvements and needed 6" waterline replacement.

We continue to receive interest on the bond funds and anticipate having adequate funds by the time we are ready to award a construction contract.

In accordance with the adopted 2024-2025 Capital Improvement Plan, staff recommends Council approve the Engineering contract between Civil Corps and the City of Port Lavaca for the Western Heights Street and Drainage Improvement Project, in the amount of \$207,000.00.

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

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 Professional Engineering Services Agreement of Civil Corp for Street, Water and Drainage Improvements in Western Heights Subdivision, in the amount of \$207,000.00.

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

Seconded by Councilman District 3 Tippit

Voting Yea:

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

10. **Consider ratifying Hazard Mitigation Grant Program application submitted on April 14, 2025 to apply for a backup generator for the Bauer for use as a Seasonal Relief Center. Presenter is Jody Weaver**

Motion made by Councilman District 5 Ward

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

THAT, in accordance with the recommendation of staff, Council hereby approves ratifying Hazard Mitigation Grant Program application submitted on April 14, 2025 to apply for a backup generator for the Bauer for use as a Seasonal Relief Center.

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

11. **Consider declaring surplus miscellaneous items located on property acquired by City of Port Lavaca at 310 Randle Street, and authorize City Manager to dispose of items in a commercially reasonable manner. Presenter is Jody Weaver**

Motion made by Councilman District 3 Tippit

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

THAT, in accordance with the recommendation of staff, Council hereby declares authorize surplus miscellaneous items located on property acquired by City of Port Lavaca at 310 Randle Street, and authorize City Manager to dispose of items in a commercially reasonable manner.

Seconded by Councilman District 1 Aguirre

Voting Yea:

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

12. **Consider Resolution No. R-041425-1 to appoint a local Fair Housing Coordinator. Presenter is Jody Weaver**

Motion made by Councilman District 5 Ward

WHEREAS, the Fair Housing Act, enacted on April 11, 1968, enshrined into federal law the goal of eliminating racial segregation and ending housing discrimination in the United States; and

WHEREAS, the Fair Housing Act prohibits discrimination in housing based on race, color, religion, sex, age, disability, familial status, or national origin, and commits recipients of federal funding to affirmatively further fair housing in their communities; and

WHEREAS, the City of Port Lavaca has previously proclaimed April as Fair Housing Month; and

WHEREAS, to further its commitment to the mission and intent of Congress to provide fair and equal housing opportunities for all, the City appoints the City Manager as the City's Fair Housing Coordinator and the City's Capital Projects & Grant Coordinator as the City's Alternate Fair Housing Coordinator.

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

THAT, WE, do hereby appoint the City Manager as the City's Fair Housing Coordinator and the City's Capital Projects & Grant Coordinator as the City's Alternate Fair Housing Coordinator.

Seconded by Councilman District 3 Tippit

Voting Yea:

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

13. **Consider Resolution No. R-041425-2 to prepare and submit a CEPRA Cycle 14 Grant application for Preliminary Design, Permitting, and Final Design Engineering for the Lighthouse Beach Restoration Project, committing \$158,000.00 General Fund dollars as 40% matching funds. Presenter is Jody Weaver**

Motion made by Councilman District 2 Dent

WHEREAS, the City of Port Lavaca is a coastal community sitting on the shores of Lavaca Bay, a northwestern extension of the Matagorda Bay ecosystem and is committed to the long-term protection and enhancement of our coastal and natural resources; and

WHEREAS, the Texas General Land Office (GLO) administers the Coastal Erosion Planning Response Act (CEPRA) Program in Texas to provide state legislature appropriated grant funds to worthy coastal jurisdictions through the review of submitted project goal summary applications and subsequent award of project grant funds; and

WHEREAS, Lighthouse Beach is a City park constructed in the 1990's which is located northwest of downtown Port Lavaca on the western shoreline of Lavaca Bay that has experienced significant erosion of both the beach and the adjacent marsh and

WHEREAS, the City of Port Lavaca received GLO CEPRA Cycle 13 funding to perform a feasibility study and develop an engineered solution to accomplish the following: 1) nourish the recreational beach to reduce erosion, 2) protect and enhance the wetlands, 3) improve the performance of existing structures, along with a secondary benefit to modify sediment transport pathways to prevent future erosion and resulting deposition within the boat ramp basin; and

WHEREAS, the feasibility study scored favorably a project that includes a 765 LF artificial reef breakwater to protect the marsh from future erosion and three 175 ft long offshore breakwaters to protect the beach area; and

WHEREAS, in recognition of the critical importance of Port Lavaca's coastal natural resources to all residents and visitors to the Texas coast, the potential availability to leverage local dollars with State and Federal funds, the societal benefits to current and future generations of Texans, the City of Port Lavaca City Council considers it fitting and proper to commit local dollars as required match funds toward for the implementation of these critical shoreline protection projects and provide public access to the same.

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

THAT, the City Council hereby approves and supports the submission of one (1) CEPRA Cycle 14 grant application to solicit funding for the following essential project and hereby also commits to establish and maintain public access to said shorelines:

- 1) Lighthouse Beach Restoration Project Preliminary Design, Permitting, and Final (95%) Design Engineering, with a commitment of \$158,000.00 of local match dollars.
- 2) The City Manager is hereby authorized to execute any and all applications and contract forms as necessary, dedicate/secure the required cash match, and coordinate staff's efforts to submit the approved Project Goal Summary grant applications to the General Land Office.

Seconded by Councilman District 1 Aguirre

Voting Yea:

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

14. **Consider Resolution No. R-041425-3 recognizing the Cottages on Independence alignment with the City's Community Revitalization goals and support of the project. Presenter is Jody Weaver**

Motion made by Councilman District 2 Dent

WHEREAS, the City of Port Lavaca recognizes the critical importance of revitalizing our community and improving the quality of life for our residents; and

WHEREAS, the City has adopted a Comprehensive Plan which outlines strategies for addressing key challenges and achieving long-term growth and sustainability; and

WHEREAS, the proposed housing project "Cottages on Independence", situated at 337 Independence Drive in the City of Port Lavaca, is a key component of the City's revitalization plan and will provide quality affordable housing in Port Lavaca.

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

THAT, the City Council of Port Lavaca recognizes the importance of the "Cottages on Independence" project and its alignment with the City's community revitalization goals and hereby expressly supports the Federal Home Bank of Dallas application and looks forward to the successful completion of the project.

BE IT FURTHER RESOLVED that the City Council encourages all stakeholders, including developers, community members, and city staff, to work collaboratively to ensure that the project delivers on its promise of revitalizing our community and improving the quality of life for all residents.

Seconded by Councilwoman District 4 (Mayor Pro Tem) Padron

Voting Yea:

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

15. **Consider Resolution No. R-041425-4 approving the Municipal Maintenance Agreement between the Texas Department of Transportation (TxDOT) and the City of Port Lavaca, Calhoun County, Texas. Presenter is Jody Weaver**

Motion made by Councilman District 3 Tippit

WHEREAS, an Agreement is made between the State of Texas and the City of Port Lavaca, Calhoun County, Texas; and

WHEREAS, this agreement is for the maintenance, control, supervision and regulation of certain State Highways and/or portions of State Highways in the City of Port Lavaca; and

WHEREAS, providing for the execution of said agreement and declaring an emergency; and

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

SECTION 1. THAT, the Mayor is hereby authorized to execute said agreement on behalf of the City of Port Lavaca, Calhoun County, Texas, and to transmit the same to the State of Texas for appropriate action.

Seconded by Councilman District 6 Burke

Voting Yea:

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

16. **Consider Second and Final reading of an Ordinance (S-1-25) of the City of Port Lavaca for amendment(s) to the Base Ordinance S-2-24 for 2024-2025 fiscal year budget; providing for Budget Amendment(s); providing for severability, repealing all ordinances in conflict and establishing 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, Council hereby approves Second and Final reading of an Ordinance (S-1-25) of the City of Port Lavaca for amendment(s) to the Base Ordinance S-2-24 for 2024-2025 fiscal year budget; providing for Budget Amendment(s).

Seconded by Councilwoman District 4 (Mayor Pro Tem) Padron

Voting Yea:

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

17. **Consider Second and Final reading of an Ordinance (G-1-25) of the City of Port Lavaca amending the Code of Ordinances, Appendix A - Fees, Rates and Changes; Chapter 32 Parks and Recreation; Bauer Community Center Rental Rates; and providing an effective date. Presenter is Jody Weaver**

Motion made by Councilman District 6 Burke

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

THAT, Council hereby approves Second and Final reading of an Ordinance (G-1-25) of the City of Port Lavaca amending the Code of Ordinances, Appendix A - Fees, Rates and Changes; Chapter 32 Parks and Recreation; Bauer Community Center Rental Rates.

Seconded by Councilman District 5 Ward

Voting Yea:

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

Voting Nay:

Councilman District 3 Tippit

18. **Consider Second and Final reading of an Ordinance (G-2-25) of the City of Port Lavaca amending the ordinance Codified and Described in the City of Port Lavaca's Code of Ordinances as Chapter 50 – Utilities, Article II. - Water, Division 2. – Water Service, Sec. 50-46 – Leak on Customer's side of meter; Providing for purpose of Ordinance; Providing penalties for violations; Providing for severability; Providing a repealing clause; and Providing an effective date. Presenter is Brittney Hogan**

Motion made by Councilman District 3 Tippit

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

THAT, Council hereby approves Second and Final reading of an Ordinance (G-2-25) of the City of Port Lavaca amending the ordinance Codified and Described in the City of Port Lavaca's Code of Ordinances as Chapter 50 – Utilities, Article II. - Water, Division 2. – Water Service, Sec. 50-46 – Leak on Customer's side of meter.

Seconded by Councilman District 5 Ward

Voting Yea:

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

19. **Consider adoption of Title VI Nondiscrimination Plan. Presenter is Jody Weaver**

Motion made by Councilman District 3 Tippit

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

THAT, in accordance with the recommendation of staff, Council hereby adopts a Title VI Nondiscrimination Plan.

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

Seconded by Councilman District 5 Ward

Voting Yea:

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

Mayor announced Council would go into Recess at 8:43 p.m.

Mayor announced Council was back from Recess at 8:51 p.m.

20. **Announcement by Mayor that City Council will retire into closed session:**

- **For consultation with City Attorney on matters in which the duty of the Attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act (Title 5, Chapter 551, Section 551.071(2) of the Texas Government Code). Presenter is Mayor Whitlow**
- **To deliberate commercial or financial information that was received from a business prospect that seeks to locate, stay, or expand in or near the territory of the Governmental Body, and with which the Governmental Body is conducting Economic Development Negotiations, in accordance with Title 5, Chapter 551, Section 551.087 of the Texas Government Code. Presenter is Mayor Whitlow**
- **To discuss personnel matters in accordance with Title 5, Section 551.074 of the Texas Government Code (to discuss appointment, employment, evaluation, responsibilities and duties, reassignment, discipline or dismissal of an officer or employee, or to hear a complaint or charge against an officer or employee [Interim City Manager]). Presenter is Mayor Whitlow**

Mayor Whitlow announced that Council would retire into closed session at 8:51 p.m.

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

Mayor Whitlow announced that Council was back in open session at 10:22 p.m.

- Action taken on Economic Development Negotiations:

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 and amendment to Chapter 380 Economic Development Agreement between City and PVS PL Hanuman, LLC, a Developer (per City Ordinance #S-2-13 adopted on 02.13.2023 and Resolution No. R-021323-3), as follows;

- Changing the estimated dollar amount of the reimbursement in Section 2.02 from \$50,000.00 to \$100,000.00;
- Adding reference in Section 2.03 to the Special Warranty Deed filed of record as Document #2023-00295 of the Official Records of Calhoun County, Texas, in lieu of attaching a Exhibit "B";
- Changing the term of the agreement in Section 3.01(b) from March 1, 2030 to March 1, 2035.
- Section 4.02 was amended to read as follows:
Statutory Activities: From the date of completion of construction through the termination of the Agreement, the Developer shall provide, on a quarterly basis and in conjunction with the Hotel Occupancy Tax Notice, documentation necessary to establish, as a matter of law, that the Developer has conducted advertising has engaged in Activities described in Section 351.101(a)(2),(3),(4),(5) and/or (9) of the Texas Tax Code. Further Developer shall promote tourism and the hotel and convention industry in Port Lavaca, Texas. Such activities shall include the use of marketing materials and personnel to market the hotel outside
- Exhibit "A" Certificate of Compliance was amended to read as follows:

CERTIFICATE OF COMPLIANCE

Pursuant to that certain Chapter 380 Economic Development Agreement (the "Agreement") between the undersigned Developer and the City of Port Lavaca (the "City"), Developer hereby certifies to the City that at the time of delivery of the Hotel Occupancy Tax Notice which accompanies this Certificate of Compliance, the Developer is in compliance in all material respects with each of its obligations under the Agreement.

Attached to this Certificate as Attachment "A" is documentation of the following activities conducted by the Developer within the calendar quarter immediately preceding delivery of this Certificate as required by Section 4.02 of the Agreement:

- 1) The furnishing of facilities, personnel, and materials for the registration of delegates or registrants of a local convention;
- 2) Advertising and conducting solicitations and promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity;
- 3) The encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms;

- 4) Historical restoration and preservation projects or activities or advertising and conducting solicitations and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums;
- 5) Signage directing the public to sights and attractions that are visited frequently by hotel guests in the municipality;

Developer acknowledges and agrees that the reimbursement shall be up to 50% of documented activities provided as part of this certification.

Dated: _____ Developer: _____

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 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward, Councilman District 6 Burke

Voting Nay:

Councilman District 3 Tippit

- Action taken on Personnel Matters, Interim City Manager, Title 5, Section 551.074

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 authorizes a three percent (3%) salary increase for Interim City Manager Weaver, beginning next pay period.

Seconded by Councilman District 6 Burke

Voting Yea:

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

IX. ADJOURNMENT

Mayor asked for motion to adjourn.

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

Seconded by Councilman District 3 Tippit

Voting Yea:

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

Meeting adjourned at 10:29 p.m.

ATTEST:

Jack Whitlow, Mayor

Mandy Grant, City Secretary

COMMUNICATION

SUBJECT: Minutes of April 30, 2025 Special Meeting and Workshop Session

INFORMATION:



CITY COUNCIL SPECIAL/WORKSHOP MEETING

Wednesday, April 30, 2025 at 5:30 PM

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

MINUTES

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

On this the 30th day of April, 2025, the City Council of the City of Port Lavaca, Texas, convened in a special meeting and workshop session at 5:30 p.m. at the regular meeting place in Council Chambers at City Hall, 202 North Virginia Street, Port Lavaca, Texas, with the following members in attendance:

I. ROLL CALL

Jack Whitlow	Mayor
Daniel Aguirre	Councilman, District 1
Tim Dent	Councilman, District 2
Allen Tippit	Councilman, District 3
Rosie G. Padron	Councilwoman, District 4, Mayor Pro Tem
Jim Ward	Councilman, District 5
Justin Burke	Councilman, District 6

And with the following absent: None

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

CITY COUNCIL SPECIAL MEETING

II. CALL TO ORDER

- Mayor Whitlow called the special meeting to order at 5:40 p.m. and presided.

III. COMMENTS FROM THE PUBLIC

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

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

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

1. **Receive report on the Compensation Plan Study by Public Sector Personnel Consultants. Presenter is Brittney Hogan**

Mr. Sam Heinz, representative of the Public Sector Personnel Consultants. was in attendance via Zoom and went over a PowerPoint presentation on the 2025 Compensation Plan Study.

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 the 2025 Compensation Plan Study, prepared by Public Sector Personnel Consultants (PSPC).

Seconded by Councilman District 3 Tippit

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

2. **Consider adoption of a revised City Compensation Plan for fiscal year 2024-25. Presenter is Jody Weaver**

Interim City Manager Weaver advised Council that *For reference, the following are Classification and Compensation Plan policies that have been previously adopted by Council:*

- 1) *It is the policy of the City to place its job classes at 100% of the prevailing rates paid for similar occupations by the employer with whom we compete for high quality staff, if financially able, based upon the non-weighted average rates of the designated comparator employers.*
- 2) *The city will perform surveys every two (2) years, to include city-to-city contact and survey data available through TML. Every sixth (6th) year the City contracts with a third party to review and recommend changes to the City's job descriptions and salaries. [This fiscal year, the City contracted with a third party, Public Sector Personnel Consultants (PSPC), for this review and preparation of a report with recommendations for changes, which is the topic of tonight's special meeting].*
- 3) *Survey salary structures and prevailing rates will be represented by the survey midpoints, which are the amounts employers pay for sustained competent performance.*
- 4) *Job classes are individually reassigned to different salary ranges on a bi-annual basis to reflect the varying movement (if any) in the external prevailing rates (survey midpoints) for each job class using the currently adopted Permanent Salary Range Table. This table should not be adjusted by blanket percentages or flat dollar amounts, as that will adversely impact on the city's external competitiveness and the internal equity of the salary plan.*

- 5) *There is no expectation or guarantee that an employee will be at a certain point in the range after a certain number of years. The only guarantees are that (1) each person will make at least the minimum for the assigned pay range and (2) that each person will not be paid a higher salary than the maximum for that range. In cases where survey data requires movement of a salary range, and the City is not financially able to accommodate the full movement required in one budget year, the City will develop a plan for bringing these positions into the correct range over a multiyear period not to exceed three (3) years.*
- 6) *The starting salary for a new hire will be at least the minimum of the pay range for the job. Department heads have the authority to increase the starting pay up to 5% above the minimum if the applicant exceeds the minimum qualifications for the job. If the Department Head would like to request an amount above the 5%, this request must be submitted for City Manager approval. Above 105% requires City Council approval. These requests must be made prior to the job offer.*
- 7) *In situations where an employee is promoted to a position more than four (4) salary ranges above their current range, the City will develop an employee specific plan to bring that employee to the minimum range of their new position over a multiyear period, not to exceed three (3) years. The plan should include specific goals and performance criteria that the employee clearly understands what is required to meet the requirements of the new position.*
- 8) *Each year the city council will allocate funds to keep the city in line with the compensation plan. Every city employee is guaranteed to be within a competitive range classified by job class. No employee is guaranteed an increase in compensation each year unless the employee's salary has dropped below the minimum adopted range for the job class. The City intends to reward for performance over and beyond the basic job requirements. The City will continue to provide performance evaluation and performance-based merit increases at the beginning of each budget year (currently October 1st).*

As budgeted by Council, staff contracted with Public Sector Personnel Consultants (PSPC) to perform a salary survey/compensation plan update. The results of this survey and plan update are being presented at tonight's special meeting by our consultant with PSPC.

In the list of recommended job titles, there are two positions shown which we currently are not using, but PSPC thinks we may consider in the future. These are a Senior Customer Service Representative and a Senior Municipal Clerk. Currently there are two employees in each of these positions. Based upon the interviews, it was identified that at this time one employee may have some additional responsibilities over the other perhaps warranting a senior position, but with further review, we have concluded that this observation was due to one of the two having not been in the position for as long as the other and is still learning/training. The intent at this time is not to have two separate job descriptions, with one a senior and the other entry level, but rather that both positions provide the same services and tasks and thus are interchangeable as needed.

Also for clarification, the "Senior Streets or Utilities Maintenance Worker" is currently called a Heavy Equipment Operator and a "Lift Station Operator" currently has the title Utilities Operator.

FINANCIAL IMPLICATIONS:

We have calculated that to bring all employees to the minimum of the new pay ranges as shown in the PSPC report, the cost for a full year is \$119,841.45. That cost for the remainder of this fiscal year (effective May 1) is \$46,092.87 (including benefits). Staff is proposing to update the salary ranges in the City's compensation plan as recommended by the study and, using excess funds in our balanced budget for FY 2024-2025, increase wages as needed to comply with item 1 of the above-cited policy. The additional amounts to be funded from the remaining balanced budget excesses are as follows: \$38,144.07 in the General Fund, \$7,817.75 in the Public Utility Fund, and \$131.05 in the Port & Harbors Fund. This will bring all employees to the minimum levels of the new pay grade. The department heads have reviewed these results and as of this writing, there has been no concern expressed of this proposed action resulting in any concerning wage "compression" between two or more employees.

The budgeted full-time positions for FY 2024-2025 are 98 and the full-time equivalent (FTE) part-time positions are 2.81. Note the budgeted full-time equivalent (FTE) for FY 2024-2025 included an FTE of 1 for the full-time dispatchers and .18 for part-time dispatchers. Since we have transitioned the dispatchers over to the county that would make the new FTE count for full-time positions at 97 and part-time positions at 2.63.

Effective May 01, 2025, staff recommends City Council approve the revised compensation plan for FY 2024- 2025 as follows:

- Adopt the new Job Classification Recommendations
- Adopt the Proposed Salary Schedule
- Adopt the market-sensitive Range Assignments proposed for each position in the City.
- Adopt the updated job titles and descriptions as presented
- Acknowledge the City Headcount is 97 full-time employees and 2.63 part-time FTEs
- Authorize the increase of salary expenditure of \$46,092.87 for this fiscal year, to increase the pay rate to the minimum of the new pay scale of any employee whose pay rate is not at least at the minimum of the new pay range now.

Motion made by Councilman District 3 Tippit

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

THAT, in accordance with the recommendation of staff, Council hereby approves the following:

- Adopt the new Job Classification Recommendations
- Adopt the Proposed Salary Schedule
- Adopt the market-sensitive Range Assignments proposed for each position in the City.
- Adopt the updated job titles and descriptions as presented

- Acknowledge the City Headcount is 97 full-time employees and 2.63 part-time FTEs
- Authorize the increase of salary expenditure of \$46,092.87 for this fiscal year, to increase the pay rate to the minimum of the new pay scale of any employee whose pay rate is not at least at the minimum of the new pay range now.

Seconded by Councilman District 5 Ward

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

V. ADJOURN SPECIAL MEETING

Mayor Whitlow asked for motion to adjourn.

Motion made by Councilman District 5 Ward

Seconded by Councilman District 6 Burke

Voting Yea:

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

Special Meeting adjourned at 6:44 p.m.

Mayor announced Council would recess at 6:44 p.m.

Mayor announced Council was back in session at 6:52 p.m.

WORKSHOP SESSION

VI. CALL TO ORDER

- Mayor Whitlow called the workshop to order at 6:52 p.m. and presided with the following announcement:

VII. COMMENTS FROM THE PUBLIC

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

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

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

1. **Discuss enforcement and possible revisions to the following ordinances: Chapter 12 – Buildings and Building Regulations, Article IV – Substandard Buildings; Chapter 20 – Environment and Health, Article III Accumulations on property and Article XII – Litter; Chapter 34 – Garage Sale permits. Presenter is Derrick Smith**

Council discussed this agenda item.

No action necessary and none taken.

2. Discuss Code Enforcement and potential zoning ordinance. Presenter is Derrick Smith

Council discussed this agenda item.

No action necessary and none taken.

IX. ADJOURN WORKSHOP

Mayor Whitlow asked for motion to adjourn.

Motion made by Councilman District 3 Tippit

Seconded by Councilman District 5 Ward

Voting Yea:

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

Workshop adjourned at 8:08 p.m.

ATTEST:

Jack Whitlow, Mayor

Mandy Grant, City Secretary

COMMUNICATION

SUBJECT: Review of Credit Card Statement

INFORMATION:



CITY OF PORT LAVACA
Account Number: XXXX XXXX XXXX 0305

Billing Questions:
800-367-7576

Website:
www.cardaccount.net

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

FIRST NATIONAL BANK IN PORT LAVACA Credit Card Account Statement
March 8, 2025 to April 7, 2025

SUMMARY OF ACCOUNT ACTIVITY

Previous Balance	\$12,153.16
- Payments	\$12,153.16
- Other Credits	\$235.00
+ Purchases	\$9,611.36
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$9,376.36

Account Number XXXX XXXX XXXX 0305
Credit Limit \$26,500.00
Available Credit \$16,773.00
Statement Closing Date April 7, 2025
Days in Billing Cycle 31

PAYMENT INFORMATION

New Balance: \$9,376.36
Minimum Payment Due: \$281.30
Payment Due Date: May 2, 2025

MESSAGES

PROTECT YOURSELF FROM SCAMMERS!

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

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

TRANSACTIONS

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
03/26	03/26	85431892M00XVE181	PAYMENT - THANK YOU	\$12,153.16-

Transactions continued on next page

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



Account Number: XXXX XXXX XXXX 0305
New Balance: \$9,376.36
Minimum Payment Due: \$281.30
Payment Due Date: May 2, 2025

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

Amount Enclosed: \$

Make Check Payable to:

CARD SERVICE CENTER
PO BOX 569100
DALLAS TX 75356-9100

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

11273390700003050002813000009376365



CITY OF PORT LAVACA
Account Number: XXXX XXXX XXXX 0305

TRANSACTIONS (continued)

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
TOTAL XXXXXXXXXXXX0305				\$12,153.16-
03/11	03/12	05295312666J8R282	PAYPRO-CHARGE.COM LONDON GB	\$2.16
03/11	03/12	82305092600MMHR5	NNA SERVICES LLC CHATSWORTH CA	\$449.21
03/19	03/20	82305092FEHMEKF4Q	SP SAFARILAND JACKSONVILLE FL	\$59.52
03/22	03/25	85353352KEWD8ZNK0	PAYPAL *TEXASPOLICE 4029357733 CA	\$38.00
03/26	03/28	85353352NEXDT88DF	PAYPAL *EASTWESTCON 9193318088 NC	\$38.85
03/27	03/28	57540242NLTGS6PLY	VISTAPRINT 8662074955 MA	\$37.86
04/01	04/02	55506292W8GP8PNNX	FUEL STOP PORT LAVACA TX	\$25.00
04/02	04/03	22303792W0071GEA7	7-ELEVEN 36507 PORT LAVACA TX	\$25.00
04/03	04/04	82305092YEHM6WS8W	SP SAFARILAND JACKSONVILLE FL	\$107.15
04/05	04/06	823050930EHM7W1N9	CANVA* 104477-64524969 CAMDEN DE	\$119.99
KAREN NEAL				
TOTAL XXXXXXXXXXXX0784				\$902.74
03/02	03/09	0543684238PKDK9NB	COMFORT SUITES TX844 COLLEGE STATI TX	\$608.48
		CHECK-IN 03/01/25	FOLIO #0794135593	
03/02	03/09	0543684238PKDK9W1	COMFORT SUITES TX844 COLLEGE STATI TX	\$608.48
		CHECK-IN 03/01/25	FOLIO #0794135806	
03/06	03/09	252478022012YSV79	028 TORCHYS COLLEGE ST COLLEGE STATI TX	\$19.92
03/12	03/13	65187422800019LAJ	CALHOUN CO TAX ASSESSO PORT LAVACA TX	\$7.73
03/17	03/18	55263522D81K6T2Q3	HARBOR FREIGHT TOOLS34 PORT LAVACA TX	\$108.93
03/17	03/18	55263522D81K6T267	HARBOR FREIGHT TOOLS34 PORT LAVACA TX	\$52.98
03/18	03/20	85184122ES66E0FR8	TEXAS FIRE CHIEFS ASSO BUDA TX	\$445.00
03/20	03/21	55488722G1DHNE9GS	TEXAS COMM FIRE PROT 512-936-3842 TX	\$56.49
03/20	03/21	55488722G1DHNE94Y	TEXAS COMM FIRE PROT 512-936-3842 TX	\$56.49
03/25	03/26	55488722M1EBZK30H	DSHS REGULATORY PROG 512-458-7111 TX	\$64.00
03/25	03/26	25247802L04ALFTFW	VC MARKETPLACE VICTORIA TX	\$28.50
03/25	03/26	25247802L04ALFTGY	VC MARKETPLACE VICTORIA TX	\$28.50
03/31	04/01	55488722V1FQNRGPB	DSHS REGULATORY PROG 512-458-7111 TX	\$64.00
JUAN LUNA				
TOTAL XXXXXXXXXXXX0941				\$2,149.50
03/26	03/27	55488722N1EJJ7FVZ	TCEQ EPAYMENT 512-239-0369 TX	\$113.75
04/01	04/02	55488722W1FJGKQJP	TCEQ IND RENEWAL LIC 512-239-6261 TX	\$111.00
04/01	04/04	85353352KEYJ8M7SM	PAYPAL *TECSERVICES 5126380595 TX	\$160.00
WAYNE SHAFFER				
TOTAL XXXXXXXXXXXX1212				\$384.75
03/31	04/01	55432862S5VS6RB3J	B2B PRIME*ZZ3GQ7US3 AMZN.COM/BILL WA	\$129.00
MANDY GRANT				
TOTAL XXXXXXXXXXXX1238				\$129.00
03/10	03/11	5543286255YM64ZK0	APPLE.COM/BILL 866-712-7753 CA	\$2.99
03/20	03/21	65187422G0001BHAY	CALHOUN CO TAX ASSESSO PORT LAVACA TX	\$7.73
03/27	03/28	05140482NMHE1F65S	H-E-B #434 PORT LAVACA TX	\$28.28
03/29	03/30	57540242RLVK8ZNE1	EB *HOUSING INSPECTION 8014137200 CA	\$270.46
DERRICK SMITH				
TOTAL XXXXXXXXXXXX3836				\$309.46
03/07	03/09	05436842300QFBSJ6	WALGREENS #12494 PORT LAVACA TX	\$31.39
03/12	03/13	5544436277W2ZX9PN	CROWN AWARDS INC HAWTHORNE NY	\$46.62
JAMES RUDELLAT				
TOTAL XXXXXXXXXXXX8611				\$78.01
03/25	03/27	75120712MS66KELSX	KALAHARI RESORT - TX ROUND ROCK CREDIT	\$235.00-
		CHECK-IN 03/25/25	FOLIO #CT00IL6PH	
03/25	03/26	05140482LMHDWQBNJ	H-E-B #434 PORT LAVACA TX	\$35.56

Transactions continued on next page



CITY OF PORT LAVACA
Account Number: XXXX XXXX XXXX 0305

TRANSACTIONS (continued)

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
03/25	03/26	12302022L01Q48J5S	2025 MID COAST HURRICA SAN ANTONIO TX	\$75.00
03/26	03/28	55207392NEV3N9HT1	YEARLI.COM GRAND RAPIDS MI	\$420.74
03/28	03/30	52653842PMKTAP3S7	GOVERNMENT FINANCE OFF 3129779700 IL	\$460.00
04/03	04/06	55207392YEV3RPPYY	YEARLI.COM GRAND RAPIDS MI	\$1.70
04/05	04/07	751207130S66LSHGN	KALAHARI RESORT - TX ROUND ROCK TX	\$633.75
		CHECK-IN 04/05/25	FOLIO #RRYB15CAT	
			BRITTNEY HOGAN	
			TOTAL XXXXXXXXXXXXXXX3462	\$1,391.75
03/11	03/12	5543286265Z2H5B67	CCSIFAX CORPORATE 323-817-1155 CA	\$137.94
03/12	03/13	051404827MHDY46EG	H-E-B #434 PORT LAVACA TX	\$153.78
03/26	03/27	12302022M012PTLEB	2025 MID COAST HURRICA SAN ANTONIO TX	\$75.00
03/31	04/01	82305092SEHNGA4RW	ZOOM.COM 888-799-9666 SAN JOSE CA	\$159.90
04/02	04/03	75329312WVDV40WA3F	SOUTHERN METHODIST UNI DALLAS TX	\$25.00
			JOANNA WEAVER	
			TOTAL XXXXXXXXXXXXXXX0249	\$551.62
03/20	03/21	55436872F7JWQW6LQ	HILTON ADVPURCH8002367 MEMPHIS TN	\$226.38
		CHECK-IN 03/18/25	FOLIO #6580320151	
03/20	03/23	55432862G621EZWJS	ALOFT CORPUS CHRISTI CORPUS CHRIST TX	\$131.10
		CHECK-IN 03/20/25	FOLIO #M08155	
03/20	03/23	52704872G4ZTR2YKW	HOLIDAY INN EXP & SUIT GATESVILLE TX	\$467.62
		CHECK-IN 03/16/25	FOLIO #676241	
03/21	03/23	12302022G01TPB5KN	2025 MID COAST HURRICA SAN ANTONIO TX	\$75.00
03/30	04/01	55432862SSVTE8QZ3	ALOFT CORPUS CHRISTI CORPUS CHRIST TX	\$2.63
		CHECK-IN 03/29/25	FOLIO #204809	
04/05	04/06	5270824303RBJ08ET	HOLIDAY INN SAN MARCOS SAN MARCOS TX	\$755.29
		CHECK-IN 04/05/25	FOLIO #735197	
04/05	04/06	5270824303RBJ08F1	HOLIDAY INN SAN MARCOS SAN MARCOS TX	\$590.71
		CHECK-IN 04/05/25	FOLIO #742250	
			COLIN RANGNOW	
			TOTAL XXXXXXXXXXXXXXX2286	\$2,248.73
03/25	03/26	12302022L01Q4RPRF	2025 MID COAST HURRICA SAN ANTONIO TX	\$75.00
03/31	04/01	82711162SEHMEPMVB	WWW.APWA.NET KANSAS CITY MO	\$275.00
03/31	04/01	82117552SEHMAVSFX	TX-APWA* 2025 TX-APWA HOUSTON TX	\$830.00
04/01	04/01	55432862V5VZ1TGLR	ACADEMY.COM 888-922-2336 TX	\$50.80
			CYNTHIA HEYSQUIERDO	
			TOTAL XXXXXXXXXXXXXXX3185	\$1,230.80

INTEREST CHARGE CALCULATION

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

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	18.49% (v)	\$0.00	31	\$0.00
Cash Advances	18.49% (v)	\$0.00	31	\$0.00

(v) - variable

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

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

CREDITING OF PAYMENTS

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

BILLING RIGHTS SUMMARY**What to do if You Think You Find a Mistake on Your Statement**

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

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

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

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

Your Rights if You are Dissatisfied with Your Credit Card Purchases

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

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

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

EXPLANATION OF INTEREST CHARGES

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

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

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

ANNUAL FEE DISCLOSURES

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

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

CREDIT BALANCES

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

O1AB5762 - 3 - 05/25/17

(PLEASE SHOW YOUR CORRECT NAME AND ADDRESS)

Name (if incorrect on reverse side)

Street address

City

State

Zip Code

Effective Date: Month, Day, Year

Signature

Home Phone

Work Phone

COMMUNICATION


SUBJECT: Receive Monthly Financial Highlight Report

INFORMATION:



CITY OF
PORT LAVACA

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

To: Mayor and Members of the City Council
From: Brittney Hogan, Finance Director 
Subject: FY 24-25 Financial Highlights through **April 30, 2025**
Date: May 3, 2025

Below are the following reports for the period ending **April 30, 2025**, or **59%** of the year:

The major highlights of the Report are as follows:

Property Tax collections as reported by CCAD - are **\$5,673,607** for the year as of March Collections in FY 24-25 are 92.72% of total adjusted tax levy. Total current year Property Taxes Outstanding as of March is **\$443,457**.

In the General Fund, revenues through **04/30/2025** are 67.5% of budget. In addition:

1. *Current Property Tax* collections - are **\$4,817,043** for the year as of April. Collections on FY 24-25 are 105% of the budget.
2. *Sales Tax* collections through April were **\$2,071,207** or 56% of budget. Collections through April in FY 23-24 were **\$2,108,822**.
3. *Licenses & Permits* collections are **\$205,753** for the year, or 76.5% of budget. Collections through April in FY 23-24 were **\$61,573**.
4. *Bauer Center Rentals* through April are **\$47,160** or 47% of budget. Collections through April in FY 23-24 were **\$38,300**.
5. *Court Fines* are **\$64,450** for the year, or 54% of budget. Collections through April in FY 23-24 were **\$34,081**.

Expenditures in the General Fund for the year are **58%** of the budget.

Target: 59%

In the Utility Fund, revenues as of **04/30/25** are **52.5%** of the budget. In addition:

1. *Metered Water* sales through April are **\$1,655,223** or **50%** of the budget. Collections through April in FY 23-24 were **\$1,599,426**.
2. *Residential Sewer* sales through April are **\$936,914** or **60%** of the budget. Collections through April in FY 23-24 were **\$853,278**.
3. *Garbage Billings* through April are **\$590,682** or **58%** of the budget. Collections through April in FY 23-24 were **\$543,289**.

Expenditures on the Utility Fund for the year is **57%** of the budget.

In the HOT Fund, revenues as of **04/30/25** are **62%** of the budget. In addition:

1. *Hotel Occupancy Taxes* through April are **\$343,487** or **57%** of the budget. Collections through April FY 23-24 were **\$291,753**.

Expenditures on the HOT Fund for the year is **57%** of budget

In the Beach Fund, revenues as of **04/30/25** are **21.5%** of the budget. In addition:

1. *RV Rentals* through April are **\$38,661** or **17%** of the budget. Collections through April in FY 23-24 were **\$96,265**.

Expenditures on the Beach Fund for the year is **39%** of the budget

In the Ports & Harbors Fund, revenues as of **04/30/25** are **42%** of the budget. * In addition:

1. *Dock Leases* through April are **\$287,780** or **61%** of the budget. Collections through April in FY 23-24 were **\$247,334**.
2. *Tariffs* through April are **\$77,735** or **60%** of the budget. Collections through April FY 23-24 were **\$78,031**.
3. *NL Building Lease* through April is **\$54,900** or **61%** of the budget. Collections through April in FY 23-24 were **\$49,719**.

Expenditures on the Ports and Harbors Fund for the year is **51.5%** of the budget.

***Revenues are 67% of budget when Grant Revenue is excluded from budget balance.**

Summary – FY 2024-2025 through 04/30/25

<u>Fund</u>	<u>Revenues</u>	<u>% Budget</u>	<u>Expense</u>	<u>% Budget</u>	<u>Revenues Less Expense</u>
General	\$ 8,366,693	67.5%	\$ 7,092,859	58%	\$ 1,273,834
Utility	\$4,370,531	52.5%	\$ 4,627,053	57%	\$ (256,522)
HOT	\$ 379,167	62%	\$ 419,970	57%	\$ (40,804)
Beach	\$ 57,369	21.5%	\$ 79,739	39%	\$ (22,370)
Port	\$ 644,189	42%	\$ 358,903	51.5%	\$ 285,285
				Total	\$ 1,239,423



**Port Lavaca
PROPERTY TAX COLLECTION REPORT
March 31, 2025**

TAXES DUE AT CERTIFICATION	6,088,413.16
Adjustments to Date	5,351.12
TOTAL TAX LEVY	6,093,764.28

2024 Tax Collections

	Base	Penalties & Interest	Total
October	2,569,585.63	0.00	2,569,585.63
November	588,240.96	0.00	588,240.96
December	580,699.77	0.00	580,699.77
January	1,379,244.48	0.00	1,379,244.48
February	407,408.82	13,229.82	420,638.64
March	125,126.73	10,070.82	135,197.55
April			0.00
May			0.00
June			0.00
July (Delinquent as of July 1, 2023)			0.00
August			0.00
September			0.00
TOTAL	5,650,306.39	23,300.64	5,673,607.03

Last Year %
Collected
92.52%

% Collected	92.72%
TRANSFERRED TO DELINQUENT ROLL	
July, Aug, and Sept Payments	0.00

2024 TAXES OUTSTANDING	443,457.46
-------------------------------	------------

% Current Outstanding 7.28%

DELINQUENT COLLECTIONS

	Base	Penalties & Interest	Total
October	4,959.41	3,228.48	8,187.89
November	14,938.19	5,808.40	20,746.59
December	11,576.04	4,227.26	15,803.30
January	7,277.13	2,634.30	9,911.43
February	19,158.01	7,560.76	26,718.77
March	5,817.16	2,796.09	8,613.25
April			0.00
May			0.00
June			0.00
July			0.00
August			0.00
September			0.00
TOTAL	63,725.94	26,255.29	89,981.23

DELINQUENT TAXES OUTSTANDING	402,039.58
TOTAL TAXES OUTSTANDING	845,497.04

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

Section VII. Item #D.

		Monthly	Prior Year %	General	TOTAL	General Fund Budget		Total YTD	Prior Year Percent	
		Allocation	Inc (Dec)	Fund	Year-to-Date	Month	Y-T-D	Percent	Increase (Decrease)	
			Month		Allocation			of Budget	Month	Y-T-D
Recv'd		Fiscal Year 2021-22								
Dec	Oct	246,194	-29%	\$246,194	246,194	318,632	318,632	77.27%	-28.7%	-28.7%
Jan	Nov	264,290	-6%	\$264,290	510,484	259,655	578,287	88.28%	-6.1%	-18.6%
Feb	Dec	330,154	18%	\$330,154	840,638	258,087	836,374	100.51%	18.0%	-7.3%
Mar	Jan	245,570	-8%	\$245,570	1,086,207	245,031	1,081,405	100.44%	-7.6%	-7.4%
Apr	Feb	252,248	2%	\$252,248	1,338,456	227,147	1,308,552	102.29%	2.4%	-5.7%
May	Mar	315,077	-11%	\$315,077	1,653,532	326,565	1,635,117	101.13%	-11.0%	-6.7%
Jun	Apr	266,647	-10%	\$266,647	1,920,179	273,408	1,908,525	100.61%	-10.0%	-7.2%
Jul	May	275,093	-7%	\$275,093	2,195,273	271,952	2,180,478	100.68%	-6.7%	-7.1%
Aug	Jun	315,184	-4%	\$315,184	2,510,457	303,725	2,484,203	101.06%	-4.3%	-6.8%
Sep	Jul	349,708	22%	\$349,708	2,860,165	263,376	2,747,579	104.10%	22.5%	-4.0%
Oct	Aug	304,754	10%	\$304,754	3,164,919	254,657	3,002,236	105.42%	10.4%	-2.8%
Nov	Sep	325,921	4%	\$325,921	3,490,839	287,764	3,290,000	106.10%	4.5%	-2.1%

Recv'd		Fiscal Year 2022-23								
Dec	Oct	267,921	9%	\$267,921	267,921	221,082	221,082	121.19%	8.8%	8.8%
Jan	Nov	262,666	-1%	\$262,666	530,587	237,332	458,414	115.74%	-0.6%	3.9%
Feb	Dec	327,969	-1%	\$327,969	858,556	296,478	754,892	113.73%	-0.7%	2.1%
Mar	Jan	293,025	19%	\$293,025	1,151,581	220,522	975,414	118.06%	19.3%	6.0%
Apr	Feb	241,757	-4%	\$241,757	1,393,338	226,519	1,201,932	115.92%	-4.2%	4.1%
May	Mar	288,609	-8%	\$288,609	1,681,948	282,939	1,484,871	113.27%	-8.4%	1.7%
Jun	Apr	267,670	0%	\$267,670	1,949,617	239,449	1,724,320	113.07%	0.4%	1.5%
Jul	May	310,160	13%	\$310,160	2,259,777	247,034	1,971,354	114.63%	12.7%	2.9%
Aug	Jun	333,198	6%	\$333,198	2,592,976	283,035	2,254,389	115.02%	5.7%	3.3%
Sep	Jul	295,975	-15%	\$295,975	2,888,951	314,037	2,568,426	112.48%	-15.4%	1.0%
Oct	Aug	335,595	10%	\$335,595	3,224,546	273,669	2,842,095	113.46%	10.1%	1.9%
Nov	Sep	315,989	-3%	\$315,989	3,540,534	292,677	3,134,772	112.94%	-3.0%	1.4%

Recv'd		Fiscal Year 2023-24								
Dec	Oct	281,039	5%	\$281,039	281,039	281,800	281,800	99.73%	4.9%	4.9%
Jan	Nov	279,772	7%	\$279,772	560,811	276,274	558,074	100.49%	6.5%	5.7%
Feb	Dec	333,966	2%	\$333,966	894,777	344,960	903,033	99.09%	1.8%	4.2%
Mar	Jan	264,897	-10%	\$264,897	1,159,674	308,205	1,211,239	95.74%	-9.6%	0.7%
Apr	Feb	289,101	20%	\$289,101	1,448,775	254,282	1,465,520	98.86%	19.6%	4.0%
May	Mar	341,291	18%	\$341,291	1,790,066	303,561	1,769,081	101.19%	18.3%	6.4%
Jun	Apr	317,416	19%	\$317,416	2,107,482	281,536	2,050,617	102.77%	18.6%	8.1%
Jul	May	302,469	-2%	\$302,469	2,409,951	326,228	2,376,845	101.39%	-2.5%	6.6%
Aug	Jun	306,188	-8%	\$306,188	2,716,139	350,460	2,727,305	99.59%	-8.1%	4.7%
Sep	Jul	308,988	4%	\$308,988	3,025,128	311,308	3,038,613	99.56%	4.4%	4.7%
Oct	Aug	308,258	-8%	\$308,258	3,333,386	352,981	3,391,594	98.28%	-8.1%	3.4%
Nov	Sep	323,607	2%	\$323,607	3,656,993	332,358	3,723,952	98.20%	2.4%	3.3%

Recv'd		Fiscal Year 2024-25								
Dec	Oct	285,545	2%	\$285,545	285,545	286,185	286,185	99.78%	1.6%	1.6%
Jan	Nov	283,901	1%	\$283,901	569,445	284,895	571,080	99.71%	1.5%	1.5%
Feb	Dec	365,840	10%	\$365,840	935,285	340,081	911,160	102.65%	9.5%	4.5%
Mar	Jan	247,979	-6%	\$247,979	1,183,264	269,747	1,180,908	100.20%	-6.4%	2.0%
Apr	Feb	246,773	-15%	\$246,773	1,430,037	294,394	1,475,302	96.93%	-14.6%	-1.3%
May	Mar					347,540	1,822,842			
Jun	Apr					323,228	2,146,070			
Jul	May					308,008	2,454,077			
Aug	Jun					311,794	2,765,871			
Sep	Jul					314,646	3,080,517			
Oct	Aug					313,902	3,394,420			
Nov	Sep					329,532	3,723,952			

CITY OF PORT LAVACA
REVENUE AND EXPENDITURES REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2025

001-GENERAL FUND
FINANCIAL SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>								
TAXES	9,092,373	9,092,373	0	384,143.77	7,222,774.32	0.00	1,869,598.68	79.44
LICENSES & PERMITS	268,410	268,410	0	5,227.73	205,752.54	0.00	62,657.46	76.66
USER & SERVICE CHARGES	103,250	103,250	0	6,138.08	49,530.44	0.00	53,719.56	47.97
FINES & FORFEITURES	294,000	294,000	0	23,689.85	159,925.60	0.00	134,074.40	54.40
OTHER REVENUE	565,950	565,950	0	25,723.28	191,281.19	0.00	374,668.81	33.80
GRANT AND CONTRIBUTION R	520,120	520,120	0	2,188.16	247,890.97	0.00	272,229.03	47.66
INTERGOVERNMENTAL REVENUE	1,567,641	1,567,641	0	25,178.00	289,537.52	0.00	1,278,103.48	18.47
TOTAL REVENUES	12,411,744	12,411,744	0	472,288.87	8,366,692.58	0.00	4,045,051.42	67.41
<u>EXPENDITURE SUMMARY</u>								
CITY COUNCIL	30,884	30,884	0	2,529.00	17,808.43	0.00	13,075.57	57.66
CITY MANAGER	422,786	778,245 (355,459)	15,867.33	549,398.58	75,000.00	153,846.42	80.23
CITY SECRETARY	251,461	251,461	0	17,607.89	119,758.36	20,000.00	111,702.64	55.58
HUMAN RESOURCE	100,395	100,395	0	9,141.47	50,993.41	0.00	49,401.59	50.79
MUNICIPAL COURT	177,937	177,937	0	13,939.35	113,107.76	0.00	64,829.24	63.57
TECHNOLOGY SERVICES	510,222	510,222	0	59,212.40	433,175.44	44,339.56	32,707.00	93.59
FINANCE	393,798	393,798	0	29,743.39	218,517.12	0.00	175,280.88	55.49
CITY HALL	548,378	548,378	0	11,814.14	44,696.95	273,658.04	230,023.01	58.05
POLICE	2,887,828	2,887,828	0	188,514.71	1,709,671.57	15,412.86	1,162,743.57	59.74
FIRE	2,146,503	2,146,503	0	156,196.53	1,151,393.14	36,842.23	958,267.63	55.36
ANIMAL CONTROL	256,834	256,834	0	17,329.55	123,821.33	0.00	133,012.67	48.21
CODE ENFORCEMENT/INSPECT	491,452	491,452	0	22,567.98	199,513.58	0.00	291,938.42	40.60
STREETS	3,097,966	3,097,966	0	105,080.60	1,033,909.29	402,047.23	1,662,009.48	46.35
PARKS & RECREATION	877,803	877,803	0	118,292.57	568,547.26	9,417.48	299,838.26	65.84
BAUER CENTER	315,614	315,614	0	33,474.96	189,861.68	8,752.35	116,999.97	62.93
NON-DEPARTMENTAL	866,703	866,703	0	19,947.24	568,684.72	0.00	298,018.28	65.61
TOTAL EXPENDITURES	13,376,564	13,732,023 (355,459)	821,259.11	7,092,858.62	885,469.75	5,753,694.63	58.10
REVENUES OVER/ (UNDER) EXPENDITURES	(964,820)	(1,320,279)	355,459 (348,970.24)	1,273,833.96 (885,469.75)	(1,708,643.21)	29.42-

CITY OF PORT LAVACA
REVENUE AND EXPENDITURES REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2025

001-GENERAL FUND
REVENUES

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
TAXES								
411.01	PROPERTY TAXES-CURRENT	4,595,671	4,595,671	0	81,798.09	4,817,042.65	0.00 (221,371.65)	104.82
411.02	PROPERTY TAXES-DELINQU	120,000	120,000	0	16,797.84	79,114.79	0.00 40,885.21	65.93
412.01	SALES TAX REVENUE	3,723,952	3,723,952	0	248,106.88	2,071,206.67	0.00 1,652,745.33	55.62
413.01	NATURAL GAS FRANCHISE	62,000	62,000	0	0.00	11,689.19	0.00 50,310.81	18.85
413.02	ELECTRICAL FRANCHISE T	345,000	345,000	0	22,861.62	150,484.26	0.00 194,515.74	43.62
413.03	TELEPHONE FRANCHISE TA	32,000	32,000	0	189.36	6,052.31	0.00 25,947.69	18.91
413.04	CABLE TV FRANCHISE TAX	50,000	50,000	0	0.00	6,922.42	0.00 43,077.58	13.84
413.05	WASTE COLLECTION FRAN	128,750	128,750	0	12,258.51	63,873.32	0.00 64,876.68	49.61
413.90	OTHER FRANCHISE TAX	0	0	0	0.00	0.00	0.00 0.00	0.00
414.01	ALCOHOLIC BEVERAGE TAX	35,000	35,000	0	2,131.47	16,388.71	0.00 18,611.29	46.82
415.15	INTERGOVERNMENTAL REVE	0	0	0	0.00	0.00	0.00 0.00	0.00
TOTAL TAXES		9,092,373	9,092,373	0	384,143.77	7,222,774.32	0.00 1,869,598.68	79.44
LICENSES & PERMITS								
421.02	BUILDER LICENSES	7,000	7,000	0	350.00	7,700.00	0.00 (700.00)	110.00
422.01	ELECTRICAL PERMITS	25,000	25,000	0	25.00	5,576.92	0.00 19,423.08	22.31
422.02	BUILDING PERMITS	157,000	157,000	0	2,704.35	118,383.75	0.00 38,616.25	75.40
422.03	PLUMBING PERMITS	22,000	22,000	0	100.00	7,175.00	0.00 14,825.00	32.61
422.04	MECHANICAL PERMITS	5,600	5,600	0	0.00	1,575.00	0.00 4,025.00	28.13
422.05	FOUNDATION PERMITS	0	0	0	0.00	0.00	0.00 0.00	0.00
422.06	PEDDLER & SOLICITOR PE	0	0	0	100.00	870.00	0.00 (870.00)	0.00
422.07	ALCOHOL IN THE PARK PE	0	0	0	50.00	450.00	0.00 (450.00)	0.00
423.01	TRAILER PERMITS	0	0	0	0.00	0.00	0.00 0.00	0.00
423.02	FOOD HANDLER'S PERMITS	2,600	2,600	0	490.00	1,435.00	0.00 1,165.00	55.19
423.03	LIENS	1,500	1,500	0	0.00	0.00	0.00 1,500.00	0.00
423.90	OTHER PERMITS & FEES	30,000	30,000	0	545.00	10,323.84	0.00 19,676.16	34.41
423.91	LAWN LIBRARY FEES	0	0	0	0.00	94.74	0.00 (94.74)	0.00
424.01	ALCOHOLIC BEVERAGE PER	7,110	7,110	0	135.00	5,790.00	0.00 1,320.00	81.43
424.02	AMUSEMENT PERMIT FEES	300	300	0	0.00	0.00	0.00 300.00	0.00
424.03	SUBDIVISION & PLAT FEE	1,000	1,000	0	0.00	125.00	0.00 875.00	12.50
424.04	ENVIRONMENTAL & HEALTH	0	0	0	0.00	575.00	0.00 (575.00)	0.00
424.05	PLAN REVIEW FEES	9,000	9,000	0	696.38	45,191.29	0.00 (36,191.29)	502.13
425.01	ANIMAL LICENSES & FEES	200	200	0	32.00	427.00	0.00 (227.00)	213.50
426.01	ALARM FEES	100	100	0	0.00	60.00	0.00 40.00	60.00
TOTAL LICENSES & PERMITS		268,410	268,410	0	5,227.73	205,752.54	0.00 62,657.46	76.66
USER & SERVICE CHARGES								
435.06	BAUER CENTER RENTALS	100,000	100,000	0	5,700.00	47,160.00	0.00 52,840.00	47.16
435.07	BAYFRONT RENTALS	750	750	0	200.00	850.00	0.00 (100.00)	113.33
435.08	CREDIT CARD CONVENIENC	0	0	0	226.08	771.44	0.00 (771.44)	0.00
439.01	POLICE SERVICES	2,000	2,000	0	12.00	749.00	0.00 1,251.00	37.45
439.05	POLICE TRAINING FEES	500	500	0	0.00	0.00	0.00 500.00	0.00
TOTAL USER & SERVICE CHARGES		103,250	103,250	0	6,138.08	49,530.44	0.00 53,719.56	47.97

CITY OF PORT LAVACA
REVENUE AND EXPENDITURES REPORT (UNAUDITED)
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Section VII. Item #D.

001-GENERAL FUND
REVENUES

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET	
FINES & FORFEITURES									
441.01	PENALTIES & INTEREST	95,000	95,000	0	9,891.92	56,004.31	0.00	38,995.69	58.95
441.02	TAX ATTORNEY FEES	50,000	50,000	0	2,280.33	20,261.44	0.00	29,738.56	40.52
443.01	COURT FINES	120,000	120,000	0	9,380.55	64,449.71	0.00	55,550.29	53.71
443.02	MUNI COURT- COLLECTION	14,000	14,000	0	1,122.40	10,862.86	0.00	3,137.14	77.59
443.03	LOCAL TIME PAYMENT FEE	5,000	5,000	0	203.67	2,444.27	0.00	2,555.73	48.89
449.02	ARREST FEES	10,000	10,000	0	810.98	5,903.01	0.00	4,096.99	59.03
449.03	CASH OVER-MC	0	0	0	0.00	0.00	0.00	0.00	0.00
449.05	RECOVERY ADJUSTMENT FE	0	0	0	0.00	0.00	0.00	0.00	0.00
	TOTAL FINES & FORFEITURES	294,000	294,000	0	23,689.85	159,925.60	0.00	134,074.40	54.40
OTHER REVENUE									
451.01	INTEREST INCOME	500,000	500,000	0	24,765.24	180,913.60	0.00	319,086.40	36.18
455.01	OTHER FINANCING SOURCE	0	0	0	0.00	0.00	0.00	0.00	0.00
459.02	PHOTO COPIES	500	500	0	0.00	17.00	0.00	483.00	3.40
459.05	DONATION- POLICE (JEDL	0	0	0	0.00	0.00	0.00	0.00	0.00
459.07	DONATION- FIRE (JEDLIC	0	0	0	0.00	0.00	0.00	0.00	0.00
459.10	DONATIONS	0	0	0	0.00	6,850.00	0.00	(6,850.00)	0.00
459.11	AUCTION/SALE PROCEEDS	32,000	32,000	0	0.00	0.00	0.00	32,000.00	0.00
459.12	TML REIMBURSEMENTS	0	0	0	0.00	0.00	0.00	0.00	0.00
459.14	ABATEMENT REIMBURSEMEN	15,000	15,000	0	0.00	990.00	0.00	14,010.00	6.60
459.15	HURRICANE	0	0	0	0.00	0.00	0.00	0.00	0.00
459.17	FIRE TRAINING REIMBURS	2,450	2,450	0	0.00	0.00	0.00	2,450.00	0.00
459.20	RESTITUTION PAYMENTS	0	0	0	0.00	0.00	0.00	0.00	0.00
459.90	MISCELLANEOUS INCOME	10,000	10,000	0	458.04	510.59	0.00	9,489.41	5.11
459.91	TOWER OF TEX USAGE RIG	6,000	6,000	0	500.00	2,000.00	0.00	4,000.00	33.33
459.92	EQUITY BALANCE FORWARD	0	0	0	0.00	0.00	0.00	0.00	0.00
	TOTAL OTHER REVENUE	565,950	565,950	0	25,723.28	191,281.19	0.00	374,668.81	33.80
GRANT AND CONTRIBUTION R									
482.00	GRANT REVENUE	200,000	200,000	0	0.00	0.00	0.00	200,000.00	0.00
482.01	STATE GRANT- PARKS	0	0	0	0.00	0.00	0.00	0.00	0.00
484.53	OPERATION STONE GARDEN	0	0	0	0.00	0.00	0.00	0.00	0.00
484.54	CONTRIBUTION LEASE- PD	1,800	1,800	0	2,188.16	3,978.37	0.00	(2,178.37)	221.02
484.59	CALHOUN COUNTY-FIRE	247,320	247,320	0	0.00	189,162.60	0.00	58,157.40	76.48
484.60	CALHOUN COUNTY-ANIMAL	65,000	65,000	0	0.00	48,750.00	0.00	16,250.00	75.00
484.61	POINT COMFORT-ANIMAL	6,000	6,000	0	0.00	6,000.00	0.00	0.00	100.00
	TOTAL GRANT AND CONTRIBUTION R	520,120	520,120	0	2,188.16	247,890.97	0.00	272,229.03	47.66
INTERGOVERNMENTAL REVENUE									
492.01	XFER IN- 504 PORT COMM	22,321	22,321	0	1,860.08	13,020.56	0.00	9,300.44	58.33
492.02	XFER IN- 501 UTILITY F	494,588	494,588	0	0.00	0.00	0.00	494,588.00	0.00
492.04	XFER IN- 503 BEACH FUN	9,201	9,201	0	766.75	5,367.25	0.00	3,833.75	58.33
493.10	XFER IN - FD 113 BLDG	0	0	0	0.00	0.00	0.00	0.00	0.00
493.85	XFER IN- FD 134 JUSTIC	0	0	0	0.00	0.00	0.00	0.00	0.00
493.87	XFER IN- FD 161 BAYFRO	0	0	0	0.00	0.00	0.00	0.00	0.00
493.88	XFER IN- 206 FARF FUND	770,917	770,917	0	0.00	113,291.52	0.00	657,625.48	14.70
493.89	XFER IN- 101 HOTEL/MOT	270,614	270,614	0	22,551.17	157,858.19	0.00	112,755.81	58.33
493.90	XFER IN- OTHER	0	0	0	0.00	0.00	0.00	0.00	0.00
	TOTAL INTERGOVERNMENTAL REVENUE	1,567,641	1,567,641	0	25,178.00	289,537.52	0.00	1,278,103.48	18.47

CITY OF PORT LAVACA
REVENUE AND EXPENDITURES REPORT (UNAUDITED)
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Section VII. Item #D.

001-GENERAL FUND
REVENUES

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
TOTAL REVENUES	12,411,744	12,411,744	0	472,288.87	8,366,692.58	0.00	4,045,051.42	67.41

CITY OF PORT LAVACA
REVENUE AND EXPENDITURES REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2025

501-PUBLIC UTILITY 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	8,062,366	8,062,366	0	618,314.95	4,230,183.10	0.00	3,832,182.90	52.47
FINES & FORFEITURES	100,000	100,000	0	8,686.81	70,857.98	0.00	29,142.02	70.86
OTHER REVENUE	162,104	162,104	0	5,919.08	69,490.13	0.00	92,613.87	42.87
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	8,324,470	8,324,470	0	632,920.84	4,370,531.21	0.00	3,953,938.79	52.50
<u>EXPENDITURE SUMMARY</u>								
TECHNOLOGY SERVICES	165,923	165,923	0	30,420.58	112,312.32	0.00	53,610.68	67.69
BILLING	454,258	454,258	0	36,381.59	228,807.33	28,044.10	197,406.57	56.54
MAINTENANCE	1,584,911	1,584,911	0	95,939.87	775,147.31	169,607.03	640,156.66	59.61
WASTEWATER TREATMENT	988,577	988,577	0	66,471.91	518,779.33	30,386.02	439,411.65	55.55
NON-DEPARTMENTAL	5,347,283	5,347,283	0	372,832.51	2,992,007.01	0.00	2,355,275.99	55.95
TOTAL EXPENDITURES	8,540,952	8,540,952	0	602,046.46	4,627,053.30	228,037.15	3,685,861.55	56.84
REVENUES OVER/ (UNDER) EXPENDITURES	(216,482)	(216,482)	0	30,874.38	(256,522.09)	(228,037.15)	268,077.24	223.83

CITY OF PORT LAVACA
REVENUE AND EXPENDITURES REPORT (UNAUDITED)
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501-PUBLIC UTILITY FUND
REVENUES

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
USER & SERVICE CHARGES								
431.11 WATER-METERED	3,286,596	3,286,596	0	239,534.70	1,655,223.25	0.00	1,631,372.75	50.36
431.12 WATER-BULK	0	0	0	0.00	164.32	0.00	(164.32)	0.00
431.13 WATER-METERED COUNTY	103,836	103,836	0	7,540.12	50,877.77	0.00	52,958.23	49.00
431.21 SEWER RESIDENTIAL	1,567,373	1,567,373	0	135,182.16	936,913.91	0.00	630,459.09	59.78
431.22 SEWER COMMERCIAL	1,079,863	1,079,863	0	70,936.03	460,486.09	0.00	619,376.91	42.64
431.23 SEWER COUNTY	67,205	67,205	0	5,167.14	36,825.81	0.00	30,379.19	54.80
431.25 SEWER-LOW PRESSURE (LP	975	975	0	135.00	855.00	0.00	120.00	87.69
431.31 WASTE-GARBAGE COLLECTI	1,019,111	1,019,111	0	84,680.92	590,682.43	0.00	428,428.57	57.96
431.32 SPRING CLEANUP	100,000	100,000	0	2,573.20	17,973.40	0.00	82,026.60	17.97
432.05 GBRA FEES	744,907	744,907	0	61,793.55	432,673.99	0.00	312,233.01	58.08
432.11 WATER TAPS	20,000	20,000	0	4,557.13	5,817.13	0.00	14,182.87	29.09
432.21 SEWER TAPS	6,000	6,000	0	1,155.00	1,155.00	0.00	4,845.00	19.25
432.60 DAMAGES REIMBURSEMENT	0	0	0	0.00	0.00	0.00	0.00	0.00
432.61 SERVICE CALL FEES	5,000	5,000	0	1,130.00	8,210.00	0.00	(3,210.00)	164.20
432.62 SERVICE TRANSFER FEES	1,000	1,000	0	0.00	0.00	0.00	1,000.00	0.00
432.63 SERVICE RECONNECTION F	60,000	60,000	0	3,840.00	31,740.00	0.00	28,260.00	52.90
432.64 SERVICE TEMP WATER	500	500	0	90.00	585.00	0.00	(85.00)	117.00
TOTAL USER & SERVICE CHARGES	8,062,366	8,062,366	0	618,314.95	4,230,183.10	0.00	3,832,182.90	52.47
FINES & FORFEITURES								
442.01 LATE PAYMENT PENALTIES	100,000	100,000	0	8,686.81	70,857.98	0.00	29,142.02	70.86
442.02 CONTRACT REVENUE	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL FINES & FORFEITURES	100,000	100,000	0	8,686.81	70,857.98	0.00	29,142.02	70.86
OTHER REVENUE								
451.01 INTEREST INCOME	38,000	38,000	0	1,836.09	13,310.00	0.00	24,690.00	35.03
459.03 RETURNED CHECK FEE	1,000	1,000	0	150.00	1,380.00	0.00	(380.00)	138.00
459.04 BAD DEBT ACCOUNT COLLE	35,000	35,000	0	245.63	(2,184.47)	0.00	37,184.47	6.24-
459.08 CCRWSS-GBRA TRANSMISSI	85,104	85,104	0	0.00	45,180.84	0.00	39,923.16	53.09
459.09 CREDIT CARD CONVENIENC	0	0	0	3,687.36	11,723.07	0.00	(11,723.07)	0.00
459.11 AUCTION/SALE PROCEEDS	2,000	2,000	0	0.00	0.00	0.00	2,000.00	0.00
459.12 TML REIMBURSEMENTS	0	0	0	0.00	80.00	0.00	(80.00)	0.00
459.90 MISCELLANEOUS INCOME	1,000	1,000	0	0.00	0.69	0.00	999.31	0.07
459.92 EQUITY BALANCE FORWARD	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	162,104	162,104	0	5,919.08	69,490.13	0.00	92,613.87	42.87
GRANT AND CONTRIBUTION R								
481.00 CAPITAL CONTRIBUTIONS	0	0	0	0.00	0.00	0.00	0.00	0.00
482.00 GRANT REVENUE	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANT AND CONTRIBUTION R	0	0	0	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL REVENUE								
493.01 XFER IN- VARIOUS FUNDS	0	0	0	0.00	0.00	0.00	0.00	0.00
493.02 XFER IN- FUND 136	0	0	0	0.00	0.00	0.00	0.00	0.00
493.88 XFER IN-206-FARF RESTR	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	8,324,470	8,324,470	0	632,920.84	4,370,531.21	0.00	3,953,938.79	52.50

CITY OF PORT LAVACA
REVENUE AND EXPENDITURES REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2025

101-HOTEL OCCUPANCY TAX FUND
FINANCIAL SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>								
TAXES	600,000	600,000	0	82,892.00	343,487.41	0.00	256,512.59	57.25
OTHER REVENUE	15,000	15,000	0	8,289.71	35,679.12	0.00 (20,679.12)	237.86
INTERGOVERNMENTAL REVENUE	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	615,000	615,000	0	91,181.71	379,166.53	0.00	235,833.47	61.65
<u>EXPENDITURE SUMMARY</u>								
HOTEL OCCUPANCY TAX	785,214	785,214	0	66,446.62	419,970.04	30,628.94	334,615.02	57.39
TOTAL EXPENDITURES	785,214	785,214	0	66,446.62	419,970.04	30,628.94	334,615.02	57.39
REVENUES OVER/ (UNDER) EXPENDITURES	(170,214) (170,214)	0	24,735.09	(40,803.51) (30,628.94) (98,781.55)	41.97

CITY OF PORT LAVACA
REVENUE AND EXPENDITURES REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2025

101-HOTEL OCCUPANCY TAX FUND
REVENUES

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
<u>TAXES</u>								
415.01 HOTEL/MOTEL TAX	600,000	600,000	0	82,892.00	343,487.41	0.00	256,512.59	57.25
TOTAL TAXES	600,000	600,000	0	82,892.00	343,487.41	0.00	256,512.59	57.25
<u>OTHER REVENUE</u>								
451.01 INTEREST INCOME	15,000	15,000	0	1,289.71	9,129.12	0.00	5,870.88	60.86
459.10 DONATIONS- FESTIVALS	0	0	0	7,000.00	26,550.00	0.00	(26,550.00)	0.00
459.90 MISC INCOME- FESTIVALS	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	15,000	15,000	0	8,289.71	35,679.12	0.00	(20,679.12)	237.86
<u>INTERGOVERNMENTAL REVENUE</u>								
493.00.1 XFER IN - FUND 101	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	615,000	615,000	0	91,181.71	379,166.53	0.00	235,833.47	61.65

CITY OF PORT LAVACA
REVENUE AND EXPENDITURES REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2025

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Section VII. Item #D.

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	9,647.60	40,676.07	0.00	194,323.93	17.31
OTHER REVENUE	32,500	32,500	0	2,160.00	16,693.24	0.00	15,806.76	51.36
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	11,807.60	57,369.31	0.00	210,130.69	21.45
<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	10,820.19	79,739.26	38,892.00	188,698.74	38.60
TOTAL EXPENDITURES	307,330	307,330	0	10,820.19	79,739.26	38,892.00	188,698.74	38.60
REVENUES OVER/ (UNDER) EXPENDITURES	(39,830)	(39,830)	0	987.41	(22,369.95)	(38,892.00)	21,431.95	153.81

CITY OF PORT LAVACA
REVENUE AND EXPENDITURES REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2025

503-BEACH OPERATING FUND
REVENUES

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
USER & SERVICE CHARGES								
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	8,939.60	38,661.07	0.00	191,338.93	16.81
433.30 PAVILLION RENTALS	3,000	3,000	0	600.00	1,400.00	0.00	1,600.00	46.67
433.50 TENT RENTALS	2,000	2,000	0	108.00	615.00	0.00	1,385.00	30.75
TOTAL USER & SERVICE CHARGES	235,000	235,000	0	9,647.60	40,676.07	0.00	194,323.93	17.31
OTHER REVENUE								
451.01 INTEREST INCOME	30,000	30,000	0	2,160.00	16,076.99	0.00	13,923.01	53.59
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	2,160.00	16,693.24	0.00	15,806.76	51.36
GRANT AND CONTRIBUTION R								
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
INTERGOVERNMENTAL REVENUE								
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	11,807.60	57,369.31	0.00	210,130.69	21.45

CITY OF PORT LAVACA
REVENUE AND EXPENDITURES REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2025

504-PORT & HARBORS FUND
FINANCIAL SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>								
USER & SERVICE CHARGES	818,955	818,955	0	69,609.97	484,171.30	0.00	334,783.70	59.12
FINES & FORFEITURES	500	500	0	22.89	402.67	0.00	97.33	80.53
OTHER REVENUE	35,600	35,600	0	2,486.62	18,230.58	0.00	17,369.42	51.21
GRANT AND CONTRIBUTION R	550,000	550,000	0	0.00	25,200.00	0.00	524,800.00	4.58
INTERGOVERNMENTAL REVENUE	116,184	116,184	0	0.00	116,184.00	0.00	0.00	100.00
TOTAL REVENUES	1,521,239	1,521,239	0	72,119.48	644,188.55	0.00	877,050.45	42.35
<u>EXPENDITURE SUMMARY</u>								
TECHNOLOGY SERVICES	1,422	1,422	0	133.56	3,566.16	0.00	(2,144.16)	250.78
CITY HARBOR	7,000	7,000	0	0.00	3,475.00	0.00	3,525.00	49.64
HARBOR OF REFUGE	200,000	200,000	0	0.00	10,000.00	0.00	190,000.00	5.00
SMITH HARBOR	11,000	11,000	0	0.00	4,875.00	0.00	6,125.00	44.32
NAUTICAL LANDINGS MARINA	35,000	35,000	0	0.00	8,502.48	0.00	26,497.52	24.29
OPERATIONS	1,390,148	1,390,148	0	30,458.84	328,484.75	489,962.00	571,701.25	58.87
TOTAL EXPENDITURES	1,644,570	1,644,570	0	30,592.40	358,903.39	489,962.00	795,704.61	51.62
REVENUES OVER/(UNDER) EXPENDITURES	(123,331)	(123,331)	0	41,527.08	285,285.16	(489,962.00)	81,345.84	165.96

CITY OF PORT LAVACA
REVENUE AND EXPENDITURES REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2025

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Section VII. Item #D.

504-PORT & HARBORS FUND
REVENUES

	ORIGINAL BUDGET	AMENDED BUDGET	BUDGET ADJUSTMENT	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDEGT BALANCE	% OF BUDGET
USER & SERVICE CHARGES								
436.01 CITY HARBOR-DOCK LEASE	115,000	115,000	0	12,860.21	83,528.44	0.00	31,471.56	72.63
436.09 HOR - DAILY DOCK RENTA	100,000	100,000	0	500.00	52,875.00	0.00	47,125.00	52.88
436.10 HOR - RENTAL	4,000	4,000	0	0.00	0.00	0.00	4,000.00	0.00
436.11 HOR - DOCK LEASES	268,497	268,497	0	23,183.09	159,404.26	0.00	109,092.74	59.37
436.12 TARIFFS	130,000	130,000	0	17,228.12	77,734.42	0.00	52,265.58	59.80
436.20 N L DOCK RENT- TRANSIE	500	500	0	204.75	488.25	0.00	11.75	97.65
436.21 N L-DOCK LEASE	90,950	90,950	0	6,150.80	44,847.08	0.00	46,102.92	49.31
436.22 N L -BLDG LEASE	90,028	90,028	0	7,998.14	54,899.83	0.00	35,128.17	60.98
436.23 N L - BLDG RENTAL	0	0	0	0.00	0.00	0.00	0.00	0.00
436.24 SMITH HARBOR RENT	19,980	19,980	0	1,484.86	10,394.02	0.00	9,585.98	52.02
TOTAL USER & SERVICE CHARGES	818,955	818,955	0	69,609.97	484,171.30	0.00	334,783.70	59.12
FINES & FORFEITURES								
442.01 LATE PAYMENT PENALTIES	500	500	0	22.89	402.67	0.00	97.33	80.53
TOTAL FINES & FORFEITURES	500	500	0	22.89	402.67	0.00	97.33	80.53
OTHER REVENUE								
451.01 INTEREST INCOME	35,000	35,000	0	2,366.62	17,941.08	0.00	17,058.92	51.26
455.01 OTHER FINANCING SOURCE	0	0	0	0.00	0.00	0.00	0.00	0.00
459.10 2018 C. O. PROCEEDS	0	0	0	0.00	0.00	0.00	0.00	0.00
459.11 AUCTION/SALE 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	600	600	0	120.00	289.50	0.00	310.50	48.25
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	35,600	35,600	0	2,486.62	18,230.58	0.00	17,369.42	51.21
GRANT AND CONTRIBUTION R								
181.00 CAPITAL CONTRIBUTIONS	0	0	0	0.00	0.00	0.00	0.00	0.00
181.01 GENERAL LAND OFFICE RE	0	0	0	0.00	0.00	0.00	0.00	0.00
182.01 CAPITAL CONTRIBUTIONS	0	0	0	0.00	0.00	0.00	0.00	0.00
182.02 GRANT REVENUE	550,000	550,000	0	0.00	25,200.00	0.00	524,800.00	4.58
TOTAL GRANT AND CONTRIBUTION R	550,000	550,000	0	0.00	25,200.00	0.00	524,800.00	4.58
INTERGOVERNMENTAL REVENUE								
193.00.1 XFER IN- FUND 001	116,184	116,184	0	0.00	116,184.00	0.00	0.00	100.00
193.88 XFER IN- 206 FARF FUND	0	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL INTERGOVERNMENTAL REVENUE	116,184	116,184	0	0.00	116,184.00	0.00	0.00	100.00
TOTAL REVENUES	1,521,239	1,521,239	0	72,119.48	644,188.55	0.00	877,050.45	42.35

COMMUNICATION

SUBJECT: Receive 1st Quarterly Report from Public Works Department ending 03.31.2025

INFORMATION:

Parks Quarterly Report 1-1-25 to 3-29-25

Maintained City Parks, grounds and bathrooms.

Maintained BCC as needed after events.

Started repairing boardwalk lights at LHB.

Remove the old deck around the Lighthouse and replace the deck.

Started scraping loose paint inside the Lighthouse.

Rake and fill low areas at the ballpark as needed.

Removed damaged shade tarp at LHB splashpad and ordered new one.

Replaced 2 exit lights at BCC.

Repaired bathrooms at George Adams and City Park that were damaged.

Started draining City pool and preparing for new season.

Picked up cable spools and prepare them for Iguana Fest.

Streets Quarterly report

January – March 2025

Potholes on Newlin, Holiday Ln, 4th St, 1520 Algee St (checked all of Algee for potholes while in area), 3rd St, Live Oak & Ann, 808 Hackberry, Lavaca St & Hackberry. Clois Green, Half League & W. George St, 717 Half League, Tilley St, Fiddler Ln, Ann St, 215 Burnett, Brookhollow & Oaklen, Tilley & Ann St, Houston St, Travis St, Waste Water Plant, City hall, Seadrift and Leon, 517 Seadrift St

Install speed bumps at 214 Oakglen Dr., 510 Sunnydale, Bauer St near Meadowview, Light House Beach, Lazy Ln

Clean ditches on Bonorden St, La Salle Blvd, Newlin

Area clean up across 1725 W. George St and next to 501 Smith Rd.

Street level up at 824 Guadalupe St

Zip, grade and seal coat on Henry, Bonordon St

Install handicap and customer parking signs at city hall

Curve repair at 1605 Suncrest

Patch with patch machine at 113 Linnville water break, fire station, Virginia and South St.

Clean curve on Tommy Dr next to Budget Inn

Cut grass as needed

DMR Copy of Record

Form Approved OMB No. 2040-0004 expires on 07/31/2026

EPA may make all the information submitted through this form (including all attachments) available to the public without further notice to you. Do not use this online form to submit personal information (e.g., non-business cell phone number or non-business email address), confidential business information (CBI), or if you intend to assert a CBI claim on any of the submitted information. Pursuant to 40 CFR 2.203(a), EPA is providing you with notice that all CBI claims must be asserted at the time of submission. EPA cannot accommodate a late CBI claim to cover previously submitted information because efforts to protect the information are not administratively practicable since it may already be disclosed to the public. Although we do not foresee a need for persons to assert a claim of CBI based on the types of information requested in this form, if persons wish to assert a CBI claim we direct submitters to contact the [NPDES eReporting Help Desk](#) for further guidance. Please note that EPA may contact you after you submit this report for more information.

This collection of information is approved by OMB under the Paperwork Reduction Act, 44 U.S.C. 3501 et seq. (OMB Control No. 2040-0004). Responses to this collection of information are mandatory in accordance with this permit and EPA NPDES regulations 40 CFR 122.41(i)(4)(i). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The public reporting and recordkeeping burden for this collection of information are estimated to average 2 hours per outfall. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates and any suggested methods for minimizing respondent burden to the Regulatory Support Division Director, U.S. Environmental Protection Agency (2821T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

Permit		Permittee:		Facility:	
Permit #:	TX0047562	Permittee Address:	PORT LAVACA, CITY OF 202 NORTH VIRGINIA ST PORT LAVACA, TX 77979	Facility Location:	LYNN BAYOU WWTF 800 NORTH COMMERCE STREET PORT LAVACA, TX 77979
Major:	Yes	Discharge:	001-A DOMESTIC FACILITY - 001		
Permitted Feature:	001 External Outfall				
Report Dates & Status		DMR Due Date:		Status:	
Monitoring Period:	From 01/01/25 to 01/31/25	02/20/25		NetDMR Validated	
Considerations for Form Completion					
Principal Executive Officer					
First Name:	Jack	Title:	Mayor	Telephone:	361-552-9793
Last Name:	Whitlow				
No Data Indicator (NODI)					
Form NODI:	-				

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type	
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	-	Sample =						Qualifier 1 =	7.4				19 - mg/L	02/07 - Twice Every Week	GR - Grab
					Permit Req. <=						>=	2.0 MO MIN				19 - mg/L	02/07 - Twice Every Week	GR - Grab
					Value NODI													
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	-	Sample =	31.9		26 - lb/d			Qualifier 1 =	2.4				19 - mg/L	02/07 - Twice Every Week	CP - Composite
					Permit Req. <=	334.0 DAILY AV		26 - lb/d			<=	20.0 DAILY AV	<=	45.0 DAILY MX		19 - mg/L	02/07 - Twice Every Week	CP - Composite
					Value NODI													
00400	pH	1 - Effluent Gross	0	-	Sample =						Qualifier 1 =	7.0				12 - SU	01/07 - Weekly	GR - Grab
					Permit Req. <=						>=	6.0 MINIMUM				12 - SU	01/07 - Weekly	GR - Grab
					Value NODI													
00530	Solids, total suspended	1 - Effluent Gross	0	-	Sample =	51.3		26 - lb/d			Qualifier 1 =	4.2				19 - mg/L	02/07 - Twice Every Week	CP - Composite
					Permit Req. <=	334.0 DAILY AV		26 - lb/d			<=	20.0 DAILY AV	<=	45.0 DAILY MX		19 - mg/L	02/07 - Twice Every Week	CP - Composite
					Value NODI													
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	-	Sample =	0.77		26 - lb/d			Qualifier 1 =	0.06				19 - mg/L	02/07 - Twice Every Week	CP - Composite
					Permit Req. <=	Req Mon DAILY AV		26 - lb/d				Req Mon DAILY AV		Req Mon DAILY MX 19 - mg/L		19 - mg/L	02/07 - Twice Every Week	CP - Composite
					Value NODI													
01042	Copper, total [as Cu]	1 - Effluent Gross	0	-	Sample =	0.0877		26 - lb/d			Qualifier 1 =	8.548				28 - ug/L	01/07 - Weekly	CP - Composite
					Permit Req. <=	0.185 DAILY AV		26 - lb/d			<=	11.1 DAILY AV	<=	23.5 DAILY MX		28 - ug/L	01/07 - Weekly	CP - Composite
					Value NODI													
01092	Zinc, total [as Zn]	1 - Effluent Gross	0	-	Sample =	0.4048		26 - lb/d			Qualifier 1 =	39.45				28 - ug/L	01/07 - Weekly	CP - Composite
					Permit Req. <=	1.25 DAILY AV		26 - lb/d			<=	75.19 DAILY AV	<=	159.07 DAILY MX		28 - ug/L	01/07 - Weekly	CP - Composite
					Value NODI													
50050	Flow, in conduit or thru treatment plant	1 - Effluent Gross	0	-	Sample =	1.47		03 - MGD			Qualifier 1 =	4.32					99/99 - Continuous	TM - Totalizer
					Permit Req. <=	Req Mon DAILY AV		Req Mon DAILY MX 03 - MGD									99/99 - Continuous	TM - Totalizer
					Value NODI													
50050	Flow, in conduit or thru treatment plant	P - See Comments	0	-	Sample =			78 - gal/min			Qualifier 1 =	4347.0					99/99 - Continuous	TM - Totalizer
					Permit Req. <=			5319.0 2HR PEAK			<=	78 - gal/min					99/99 - Continuous	TM - Totalizer
					Value NODI													
50050	Flow, in conduit or thru treatment plant	Y - Effluent Gross (Supplementary)	0	-	Sample =	1.426		03 - MGD			Qualifier 1 =						99/99 - Continuous	TM - Totalizer
					Permit Req. <=	2.0 ANNL AVG		03 - MGD									99/99 - Continuous	TM - Totalizer
					Value NODI													

					Value NODI										
X 61211	Enterococci	1 - Effluent Gross	0	-	Sample	=	8.0	=	54.6	30 - MPN/100mL	01/01 - Daily	GR - Grab			
					Permit Req.	<=	35.0 DAILY AV	<=	104.0 DAILY MX	3Z - CFU/100mL	0	01/01 - Daily	GR - Grab		
					Value NODI										

Submission Note
If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

Parameter		Monitoring Location	Field	Type	Description	Acknowledge
Code	Name					
61211	Enterococci	1 - Effluent Gross	Units	Soft	You have selected units that are different from the units established by your Regulatory Authority. <i>Please contact your Regulatory Authority to discuss the selection of any alternative units.</i>	Yes

Comments

Attachments
No attachments.

Report Last Saved By
PORT LAVACA, CITY OF

User: W.SHAFFER
Name: William Shaffer
E-Mail: wshaffer@portlavaca.org
Date/Time: 2025-02-18 08:44 (Time Zone: -06:00)

Report Last Signed By
User: W.SHAFFER
Name: William Shaffer
E-Mail: wshaffer@portlavaca.org
Date/Time: 2025-02-18 08:44 (Time Zone: -06:00)

January

	Daily		Daily	Daily	BOD	LOAD	TSS	LOAD	NH3	LOAD	FLOW	Daily	COPPER	COPPER	LOAD	ZINC	ZINC	LOAD
DATE	E-COCCI	LOG	pH	D.O.	MG/L	LBS.	MG/L	LBS.	mg/l	LBS.	MGD	RAIN	mg/L	ug/L	LB/DAY	mg/L	ug/L	LB/DAY
1	8.60	0.93									1.05	0.00						
2	4.10	0.61		7.4	2.3	22.8	3.5	34.1	0.040	0.394	1.18	0.06						
3	36.80	1.57									1.15	0.00						
4	8.50	0.93									1.15	0.00						
5	7.40	0.87									1.26	0.09						
6	54.60	1.74									1.29	0.00						
7	3.10	0.49	7.4	8.6	2.8	27.9	2.7	27.4	0.040	0.400	1.20	0.00	0.00898	8.98	0.0899	0.0415	41.50	0.4153
8	1.00	0.00									1.02	0.01						
9	5.20	0.72		8.4	2.2	77.5	2.6	92.2	0.043	1.549	4.32	1.96						
10	13.20	1.12									2.02	0.02						
11	3.10	0.49									1.34	0.00						
12	9.70	0.99									1.40	0.00						
13	8.50	0.93									1.20	0.00						
14	6.10	0.79	7.5	8.8	2.0	21.2	2.6	27.4	0.040	0.417	1.25	0.09	0.00670	6.70	0.0698	0.0335	33.50	0.3492
15	18.50	1.27									1.91	0.48						
16	13.10	1.12		8.6	2.0	25.1	2.3	28.6	0.055	0.679	1.48	0.02						
17	12.10	1.08									1.22	0.00						
18	18.50	1.27									1.27	0.00						
19	1.00	0.00									1.54	0.00						
20	3.10	0.49									1.83	0.50						
21	9.60	0.98									2.42	0.10						
22	4.10	0.61									1.51	0.00						
23	31.80	1.50		8.5	3.1	35.2	4.4	50.9	0.060	0.691	1.38	0.00						
24	35.50	1.55	7.2	9.0	2.1	21.1	5.6	56.3	0.058	0.585	1.21	0.00	0.00821	8.21	0.0829	0.0368	36.80	0.3714
25	2.00	0.30									1.26	0.00						
26	2.00	0.30									1.35	0.30						
27	22.60	1.35									1.30	0.00						
28	12.10	1.08	7.0	7.7	2.9	30.7	5.7	59.7	0.107	1.124	1.26	0.20	0.01030	10.30	0.1082	0.0460	46.00	0.4834
29	17.50	1.24									1.25	0.00						
30	23.10	1.36		7.6	2.4	25.6	8.0	85.1	0.102	1.089	1.28	0.40						
31	2.00	0.30									1.16	0.00						
TOTAL	398.5	27.99	29.1	74.7	21.8	287.0	37.4	461.8	0.55	6.93	45.46	4.23	0.0342	34.19	0.3508	0.1578	157.80	1.6193
AVERAGE	12.9	0.90	7.3	8.3	2.4	31.9	4.2	51.3	0.06	0.77	1.47	0.14	0.0085	8.548	0.0877	0.0395	39.450	0.4048
MAXIMUM	54.6	GEOMEAN	7.5	9.0	3.1	77.5	8.0	92.2	0.11	1.55	4.32	1.96	0.0103	10.300	0.1082	0.0460	46.000	0.4834
		8.0																
MINIMUM	1.0		7.0	7.4	2.0	21.1	2.3	27.4	1.02	0.00	1.02	0.00	0.0067	6.70	0.0698	0.0335	33.50	0.3492

Month	Year	Avg. Mo. Flow	2 Hour Peak
Jan	2025	1.47	4347
Feb	2024	1.43	3153
Mar	2024	1.3	2236
Apr	2024	1.2	1667
May	2024	1.29	2556
June	2024	1.73	4542
July	2024	2.3	5639
Aug	2024	1.27	2361
Sept	2024	1.36	3722
Oct	2024	1.25	2153
Nov	2024	1.267	3250
Dec	2024	1.24	4222
Ann. Avg		1.425583333	

% of Plant Annual
permitted Flow 71.28%

	A	B	C	E	F	G	I	J	K	M	N	O	P	R	S	T	U
1		MGD	2HR	EFFLUENT			CONTACT			REAIR DO				RAIN	E-COCCI	COMP	OPERATOR
2			PEAK	PH	D.O	TEMP	PH	D.O	TEMP	PH	1	2	3	.10s	AVG.	AVG.	INITIALS
3	1/1/2025	1.05	1236	—	—	—	—	—	—	—	—	—	—	—	8.6	—	GP/LK
4	1/2/2025	1.18	1153	—	7.39	21.7	6.9	2.59	23.4	7.16	6.38	7.07	6.82	0.06	4.1	—	GP/LK
5	1/3/2025	1.15	1139	—	—	—	6.84	3.31	23.8	6.98	5.75	6.81	6.68	0	36.8	—	GP/LK
6	1/4/2025	1.15	1194	—	—	—	—	—	—	—	—	—	—	0	8.5	—	CW
7	1/5/2025	1.26	1264	—	—	—	—	—	—	—	—	—	—	0.09	7.4	—	CJ
8	1/6/2025	1.29	1014	—	—	—	7.01	1.69	22.7	7.04	5.35	6.21	7.06	0	54.6	—	CJ
9	1/7/2025	1.20	1111	7.41	8.62	19.9	6.89	4.20	21.5	7.04	6.15	7.46	8.09	0	3.1	1.68	CW
10	1/8/2025	1.02	1236	—	—	—	6.60	5.13	21.2	6.82	7.53	7.94	7.63	1.01	1.0	—	CJ
11	1/9/2025	4.32	4347	—	8.37	20.0	6.81	4.73	21.3	6.98	8.07	8.19	7.62	1.96	5.2	2.22	CJ
12	1/10/2025	2.02	1889	—	—	—	6.73	5.85	17.8	6.76	7.52	7.62	8.76	0.02	12.2	—	CJ
13	1/11/2025	1.34	1250	—	—	—	—	—	—	—	—	—	—	0	3.1	—	CW
14	1/12/2025	1.40	1389	—	—	—	—	—	—	—	—	—	—	0.0	9.7	—	GP
15	1/13/2025	1.20	1417	—	—	—	7.11	2.72	20.4	7.22	7.58	8.43	7.86	0.0	8.5	—	CW
16	1/14/2025	1.25	1042	7.48	8.83	20.4	6.96	5.08	21.2	7.09	6.67	6.09	8.00	0.09	6.1	2.19	GP
17	1/15/2025	1.91	1625	—	—	—	7.17	2.60	21.1	7.02	6.39	7.73	7.89	12.48	18.5	—	GP
18	1/16/2025	1.48	1361	—	8.62	19.9	6.93	2.21	20.8	7.01	6.69	7.87	8.00	0.02	13.1	—	CW
19	1/17/2025	1.22	1403	—	—	—	6.89	2.14	21.3	6.93	5.37	6.74	7.30	0	12.1	—	GP
20	1/18/2025	1.27	1472	—	—	—	—	—	—	—	—	—	—	0	18.5	—	CJ
21	1/19/2025	1.54	1167	—	—	—	—	—	—	—	—	—	—	0	1.0	—	CJ
22	1/20/2025	1.83	1806	—	—	—	6.68	2.38	19.7	6.88	7.51	8.50	8.16	0.5	3.1	—	CW
23	1/21/2025	2.42	2000	—	—	—	—	—	—	—	—	—	—	0.1	9.6	—	CW
24	1/22/2025	1.57	1333	—	—	—	6.58	4.67	19.7	7.03	7.51	7.86	8.17	0	4.1	—	CW
25	1/23/2025	1.38	1306	—	8.53	19.3	6.74	2.06	19.9	6.85	7.14	8.28	7.67	0	31.8	—	CW
26	1/24/2025	1.21	1292	7.23	8.99	19.3	6.81	1.83	19.9	6.97	7.61	8.12	7.69	0	35.5	2.24	CW
27	1/25/2025	1.26	1583	—	—	—	—	—	—	—	—	—	—	0	2.0	—	CW
28	1/26/2025	1.35	1389	—	—	—	—	—	—	—	—	—	—	7.3	2.0	—	CJ
29	1/27/2025	1.30	1514	—	—	—	6.69	2.74	21.3	6.82	5.88	6.33	6.83	0	22.6	—	GP
30	1/28/2025	1.26	1458	6.96	7.74	20.3	6.56	1.46	20.9	6.84	4.22	5.74	6.73	0.2	12.1	2.71	GP
33	1/29/2025	1.25	1250	—	—	—	6.19	4.20	21.4	6.87	6.15	6.73	6.72	0	17.5	—	GP
34	1/30/2025	1.28	1625	—	7.63	22.0	6.37	1.88	21.8	6.61	3.82	5.57	5.91	0.4	23.1	2.49	GP
35	1/31/2025	1.16	1319	—	—	—	6.53	2.30	21.6	6.77	3.63	5.29	6.36	0	2.0	—	GP



February 12, 2025

Laboratory Report

William (Wayne) Shaffer
City of Port Lavaca
628 West George Street
Port Lavaca, TX 77979

Report ID: 20250212155011RLR

Enclosed are the results of analyses for samples received by our laboratory on 01/02/2025 - 01/30/2025. If you have any questions concerning this report, please feel free to contact me.

Sincerely,

Rebecca Rabon For Aundra Noe
Project Manager



City of Port Lavaca
628 West George Street
Port Lavaca, TX 77979

Reported:
02/12/2025 15:50

City of Port Lavaca - Non Potable**Aeration****Residue-nonfilterable (TSS) mg/L**

01/07/2025 08:27	7840 [1]	01/14/2025 08:48	4880	01/24/2025 09:12	5760
01/28/2025 09:10	6100				

Monthly Average 6,145

Monthly Max 7,840

Influent**Biochemical Oxygen Demand (BOD) mg/L**

01/02/2025 08:40	161	01/07/2025 08:20	232 [2]	01/09/2025 08:21	122
01/14/2025 08:43	138 [2]	01/16/2025 09:07	144 [2]	01/23/2025 08:54	142
01/24/2025 09:04	150	01/28/2025 09:10	116	01/30/2025 08:22	117 [2]

Monthly Average 147

Monthly Max 232

Residue-nonfilterable (TSS) mg/L

01/02/2025 08:40	860	01/07/2025 08:20	690	01/09/2025 08:21	106
01/14/2025 08:43	300	01/16/2025 09:07	318	01/23/2025 08:54	109
01/24/2025 09:04	84.0	01/28/2025 09:10	535 [1]	01/30/2025 08:22	850

Monthly Average 428

Monthly Max 860



City of Port Lavaca
628 West George Street
Port Lavaca, TX 77979

Reported:
02/12/2025 15:50

City of Port Lavaca - Non Potable**Outfall 001 Sampler****Ammonia as N mg/L**

01/02/2025 08:45	<0.0400 [5]	01/07/2025 08:28	<0.0400 [5]	01/09/2025 08:21	0.0430
01/14/2025 09:03	<0.0400 [5]	01/16/2025 09:14	0.0550	01/23/2025 09:01	0.0600
01/24/2025 09:13	0.0580	01/28/2025 09:01	0.107	01/30/2025 08:22	0.102
Monthly Average	0.0606				
Monthly Max	0.107				

Biochemical Oxygen Demand (BOD) mg/L

01/02/2025 08:45	2.32	01/07/2025 08:28	2.79	01/09/2025 08:21	2.15
01/14/2025 09:03	<2.03 [2] [5]	01/16/2025 09:14	<2.03 [2] [5]	01/23/2025 09:01	3.06
01/24/2025 09:13	2.09	01/28/2025 09:01	2.92	01/30/2025 08:22	<2.40 [2] [5]
Monthly Average	2.42				
Monthly Max	3.06				

Copper ug/L

01/07/2025 08:28	8.98	01/14/2025 09:03	6.70	01/24/2025 09:13	8.21
01/28/2025 09:01	10.3				
Monthly Average	8.55				
Monthly Max	10.3				

Residue-nonfilterable (TSS) mg/L

01/02/2025 08:45	3.47	01/07/2025 08:28	2.74	01/09/2025 08:21	2.56
01/14/2025 09:03	2.63	01/16/2025 09:14	2.32	01/23/2025 09:01	4.42
01/24/2025 09:13	5.58	01/28/2025 09:01	5.68	01/30/2025 08:22	7.97
Monthly Average	4.15				
Monthly Max	7.97				

Zinc ug/L

01/07/2025 08:28	41.5	01/14/2025 09:03	33.5	01/24/2025 09:13	36.8
01/28/2025 09:01	46.0				
Monthly Average	39.5				
Monthly Max	46.0				



City of Port Lavaca
628 West George Street
Port Lavaca, TX 77979

Reported:
02/12/2025 15:50

City of Port Lavaca - Non Potable**Receiving Stream****Alkalinity as CaCO₃ mg/L**

01/15/2025 14:08	94.0
Monthly Average	94.0
Monthly Max	94.0

Biochemical Oxygen Demand (BOD) mg/L

01/15/2025 14:08	3.66 [2]
Monthly Average	3.66
Monthly Max	3.66

Residue-nonfilterable (TSS) mg/L

01/15/2025 14:08	28.5
Monthly Average	28.5
Monthly Max	28.5

Salinity Salinity units

01/15/2025 14:08	10.3
Monthly Average	10.3
Monthly Max	10.3

DMR Copy of Record

Form Approved OMB No. 2040-0004 expires on 07/31/2026

EPA may make all the information submitted through this form (including all attachments) available to the public without further notice to you. Do not use this online form to submit personal information (e.g., non-business cell phone number or non-business email address), confidential business information (CBI), or if you intend to assert a CBI claim on any of the submitted information. Pursuant to 40 CFR 2.203(a), EPA is providing you with notice that all CBI claims must be asserted at the time of submission. EPA cannot accommodate a late CBI claim to cover previously submitted information because efforts to protect the information are not administratively practicable since it may already be disclosed to the public. Although we do not foresee a need for persons to assert a claim of CBI based on the types of information requested in this form, if persons wish to assert a CBI claim we direct submitters to contact the [NPDES eReporting Help Desk](#) for further guidance. Please note that EPA may contact you after you submit this report for more information.

This collection of information is approved by OMB under the Paperwork Reduction Act, 44 U.S.C. 3501 et seq. (OMB Control No. 2040-0004). Responses to this collection of information are mandatory in accordance with this permit and EPA NPDES regulations 40 CFR 122.41(l)(4)(i). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The public reporting and recordkeeping burden for this collection of information are estimated to average 2 hours per outfall. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates and any suggested methods for minimizing respondent burden to the Regulatory Support Division Director, U.S. Environmental Protection Agency (2821T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

Permit

Permit #:	TX0047562	Permittee:	PORT LAVACA, CITY OF	Facility:	LYNN BAYOU WWTF
Major:	Yes	Permittee Address:	202 NORTH VIRGINIA ST PORT LAVACA, TX 77979	Facility Location:	800 NORTH COMMERCE STREET PORT LAVACA, TX 77979
Permitted Feature:	001 External Outfall	Discharge:	001-A DOMESTIC FACILITY - 001		

Report Dates & Status

Monitoring Period:	From 02/01/25 to 02/28/25	DMR Due Date:	03/20/25	Status:	NetDMR Validated
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Considerations for Form Completion

Principal Executive Officer

First Name:	Jack	Title:	Mayor	Telephone:	361-552-9793
Last Name:	Whitlow				

No Data Indicator (NODI)

Form NODI: -

Code	Parameter Name	Monitoring Location	Season	# Param. NODI		Quantity or Loading				Quality or Concentration				# of Ex.	Frequency of Analysis	Sample Type
						Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Units	
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	=	7.3				=	2.0 MO MIN			19 - mg/L	02/07 - Twice Every WeekGR - Grab
						>=									19 - mg/L	02/07 - Twice Every WeekGR - Grab
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	=	39.1		26 - lb/d		=	3.6		8.4	19 - mg/L	02/07 - Twice Every WeekCP - Composite
						<=	334.0 DAILY AV		26 - lb/d		<=	20.0 DAILY AV		45.0 DAILY MX	19 - mg/L	02/07 - Twice Every WeekCP - Composite
00400	pH	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	=	6.9				=	7.0		9.0 MAXIMUM	12 - SU	01/07 - Weekly GR - Grab
						>=	6.0 MINIMUM				<=				12 - SU	01/07 - Weekly GR - Grab
00530	Solids, total suspended	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	=	35.1		26 - lb/d		=	3.2		4.4	19 - mg/L	02/07 - Twice Every WeekCP - Composite
						<=	334.0 DAILY AV		26 - lb/d		<=	20.0 DAILY AV		45.0 DAILY MX	19 - mg/L	02/07 - Twice Every WeekCP - Composite
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	=	0.67		26 - lb/d		=	0.06		0.1	19 - mg/L	02/07 - Twice Every WeekCP - Composite
							Req Mon DAILY AV		26 - lb/d			Req Mon DAILY AV		Req Mon DAILY MX	19 - mg/L	02/07 - Twice Every WeekCP - Composite
01042	Copper, total [as Cu]	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	=	0.082		26 - lb/d		=	7.66		8.56	28 - ug/L	01/07 - Weekly CP - Composite
						<=	0.185 DAILY AV		26 - lb/d		<=	11.1 DAILY AV		23.5 DAILY MX	28 - ug/L	01/07 - Weekly CP - Composite
01092	Zinc, total [as Zn]	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	=	0.4774		26 - lb/d		=	44.725		50.6	28 - ug/L	01/07 - Weekly CP - Composite
						<=	1.25 DAILY AV		26 - lb/d		<=	75.19 DAILY AV		159.07 DAILY MX	28 - ug/L	01/07 - Weekly CP - Composite
50050	Flow, in conduit or thru treatment plant	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	=	1.29		03 - MGD		=	1.98				99/99 - Continuous TM - Totalizer
							Req Mon DAILY AV		03 - MGD			Req Mon DAILY MX				99/99 - Continuous TM - Totalizer
50050	Flow, in conduit or thru treatment plant	P - See Comments	0	-	Sample Permit Req. Value NODI	=	1833.0		78 - gal/min		=	5319.0 2HR PEAK				99/99 - Continuous TM - Totalizer
						<=			78 - gal/min		<=					99/99 - Continuous TM - Totalizer
50050	Flow, in conduit or thru treatment plant	Y - Effluent Gross (Supplementary)	0	-	Sample Permit Req. Value NODI	=	1.4139		03 - MGD		=	2.0 ANNL AVG				99/99 - Continuous TM - Totalizer
						<=			03 - MGD		<=					99/99 - Continuous TM - Totalizer

X 61211	Enterococci	1 - Effluent Gross	0	-	Value NODI								
					Sample	=	6.1	=	32.4	30 - MPN/100mL	01/01 - Daily	GR - Grab	
					Permit Req.	<=	35.0 DAILY AV	<=	104.0 DAILY MX	32 - CFU/100mL	0	01/01 - Daily	GR - Grab
					Value NODI								

Submission Note
If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

Parameter		Monitoring Location	Field	Type	Description	Acknowledge
Code	Name					
61211	Enterococci	1 - Effluent Gross	Units	Soft	You have selected units that are different from the units established by your Regulatory Authority. <i>Please contact your Regulatory Authority to discuss the selection of any alternative units.</i>	Yes

Comments

Attachments
No attachments.

Report Last Saved By
PORT LAVACA, CITY OF

User:	W.SHAFER
Name:	William Shaffer
E-Mail:	wshaffer@portlavaca.org
Date/Time:	2025-03-19 14:11 (Time Zone: -05:00)

Report Last Signed By

User:	W.SHAFER
Name:	William Shaffer
E-Mail:	wshaffer@portlavaca.org
Date/Time:	2025-03-19 14:11 (Time Zone: -05:00)

Month	Year	Avg. Mo. Flow	2 Hour Peak
Jan	2025	1.47	4347
Feb	2025	1.29	1833
Mar	2024	1.3	2236
Apr	2024	1.2	1667
May	2024	1.29	2556
June	2024	1.73	4542
July	2024	2.3	5639
Aug	2024	1.27	2361
Sept	2024	1.36	3722
Oct	2024	1.25	2153
Nov	2024	1.267	3250
Dec	2024	1.24	4222
Ann. Avg		1.413916667	

% of Plant Annual
permitted Flow 70.70%

February

	Daily		Daily	Daily	BOD	LOAD	TSS	LOAD	NH3	LOAD	FLOW	Daily	COPPER	COPPER	LOAD	ZINC	ZINC	LOAD
DATE	E-COCCI	LOG	pH	D.O.	MG/L	LBS.	MG/L	LBS.	mg/l	LBS.	MGD	RAIN	mg/L	ug/L	LB/DAY	mg/L	ug/L	LB/DAY
1	15.80	1.20									1.13	0.00						
2	12.00	1.08									1.25	0.00						
3	2.00	0.30									1.31	0.02						
4	6.40	0.81	7.0	8.2	3.3	32.9	3.8	38.2	0.1	0.6	1.21	0.02	0.00716	7.16	0.07225	0.0473	47.30	0.4773
5	19.10	1.28									1.28	0.04						
6	15.50	1.19		7.5	2.0	22.5	2.6	29.2	0.1	0.6	1.33	0.02						
7	3.00	0.48									1.23	0.00						
8	7.50	0.88									1.22	0.00						
9	32.40	1.51									1.30	0.02						
10	25.90	1.41									1.31	0.02						
11	21.10	1.32	7.0	7.3	3.1	32.2	2.2	23.2	0.0	0.5	1.26	0.05	0.00856	8.56	0.08995	0.0506	50.60	0.5317
12	16.20	1.21									1.30	0.00						
13	14.50	1.16		8.2	3.1	30.0	2.1	20.8	0.0	0.4	1.18	0.00						
14	13.50	1.13									1.16	0.00						
15	2.00	0.30									1.15	0.00						
16	4.10	0.61									1.20	0.00						
17	4.10	0.61									1.16	0.00						
18	10.70	1.03	7.0	7.7	3.1	36.2	4.0	46.7	0.1	1.1	1.40	0.21	0.00805	8.05	0.09399	0.0448	44.80	0.5231
19	3.00	0.48									1.98	0.00						
20	4.10	0.61		8.4	4.2	51.8	3.6	44.6	0.0	0.6	1.49	0.02						
21	3.00	0.48									1.28	0.01						
22	2.00	0.30									1.35	0.02						
23	3.10	0.49									1.41	0.02						
24	5.20	0.72									1.24	0.02						
25	5.10	0.71	6.9	7.9	2.0	21.2	3.2	32.9	0.1	0.8	1.25	0.02	0.00687	6.87	0.07162	0.0362	36.20	0.3774
26	1.10	0.04									1.24	0.02						
27	1.00	0.00		7.9	8.4	85.9	4.4	45.0	0.1	0.9	1.22	0.00						
28	4.10	0.61									1.19	0.00						
TOTAL	1.0	21.95	27.9	63.0	29.1	312.6	25.9	280.6	0.50	5.38	36.03	0.53	0.0306	30.64	0.3278	0.1789	178.90	1.9095
AVERAGE	9.2	0.78	7.0	7.9	3.6	39.1	3.2	35.1	0.06	0.67	1.29	0.02	0.0077	7.660	0.0820	0.0447	44.725	0.4774
MAXIMUM	32.4	GEOMEAN	7.0	8.4	8.4	85.9	4.4	46.7	0.10	1.13	1.98	0.21	0.0086	8.560	0.0940	0.0506	50.600	0.5317
		6.1																
MINIMUM	1.0		6.9	7.3	2.0	21.2	2.1	20.8	0.0	0.4	1.13	0.00	0.0069	6.87	0.0716	0.0362	36.20	0.3774
									1.13	0.00								

	A	B	C	E	F	G	I	J	K	M	N	O	P	R	S	T	U
1		MGD	2HR	EFFLUENT			CONTACT			REAR DO				RAIN	E-COCCI	COMP	OPERATOR
2			PEAK	PH	D.O	TEMP	PH	D.O	TEMP	PH	1	2	3	.10s	AVG.	AVG.	INITIALS
3	2/1/2025	1.13	1472	—	—	—	—	—	—	—	—	—	—	0	15.8	—	LN.
4	2/2/2025	1.25	1514	—	—	—	—	—	—	—	—	—	—	0	12.0	—	LN.
5	2/3/2025	1.31	1389	—	—	—	6.33	4.72	22.1	6.82	6.53	6.70	5.95	0.02	20	—	SP
6	2/4/2025	1.21	1528	7.03	8.21	22.7	6.51	1.29	22.6	6.51	2.74	4.97	5.76	0.02	6.4	2.65	SP
7	2/5/2025	1.28	1208	—	—	—	6.53	1.15	22.8	7.01	2.75	5.26	5.83	0.04	10.1	—	SP
8	2/6/2025	1.33	1319	—	7.47	23.3	6.53	1.69	23	6.97	2.42	3.46	5.47	0.02	15.5	—	SP
9	2/7/2025	1.23	1458	—	—	—	6.30	3.39	23.2	6.78	5.57	6.17	5.47	0	3.0	—	SP
10	2/8/2025	1.22	1375	—	—	—	—	—	—	—	—	—	—	0	7.5	—	CI
11	2/9/2025	1.30	1306	—	—	—	—	—	—	—	—	—	—	0.02	32.4	—	CI
12	2/10/2025	1.31	1419	—	—	—	6.72	0.98	22.9	6.66	3.00	5.81	5.81	0.02	25.9	—	LN.
13	2/11/2025	1.26	1111	6.98	7.27	23.6	6.36	1.29	23.3	6.73	2.20	5.14	5.72	0.05	21.1	2.36	LN.
14	2/12/2025	1.30	1597	—	—	—	6.44	0.91	23.5	6.98	5.96	6.30	5.55	0	16.2	—	LN.
15	2/13/2025	1.18	1083	—	8.19	20.2	6.57	2.13	21.7	6.95	7.16	7.40	7.00	0	14.5	—	LN.
16	2/14/2025	1.16	1667	—	—	—	6.75	2.13	21.2	6.82	7.53	7.66	6.84	0	13.5	—	LN.
17	2/15/2025	1.15	1306	—	—	—	—	—	—	—	—	—	—	0	2.0	—	CW
18	2/16/2025	1.20	1139	—	—	—	—	—	—	—	—	—	—	0	4.1	—	CW
19	2/17/2025	1.16	1833	—	—	—	—	—	—	—	—	—	—	0	4.1	—	CI
20	2/18/2025	1.40	1639	6.95	7.69	21.6	6.43	2.93	21.9	6.32	4.97	5.42	6.32	0.21	10.7	2.47	CI
21	2/19/2025	1.98	1611	—	—	—	6.60	4.53	21.0	6.52	6.37	7.15	6.69	0	3.0	—	CI
22	2/20/2025	1.49	1389	—	8.36	17.2	6.68	4.20	19.6	6.59	5.03	6.58	7.78	0.02	4.1	—	CI
23	2/21/2025	1.28	1333	—	—	—	6.19	5.33	19.3	6.91	6.35	7.38	7.46	0.01	3.0	—	SP
24	2/22/2025	1.35	1681	—	—	—	—	—	—	—	—	—	—	0.15	2.0	—	CW
25	2/23/2025	1.41	1556	—	—	—	—	—	—	—	—	—	—	0.02	3.1	—	LN.
26	2/24/2025	1.24	1597	—	—	—	6.13	2.45	20.5	7.03	4.73	6.66	6.80	0.02	5.2	—	SP
27	2/25/2025	1.25	1667	6.93	7.89	20.7	6.13	3.18	20.9	7.10	4.12	5.72	6.58	0.02	5.1	2.02	SP
28	2/26/2025	1.24	1333	—	—	—	6.44	2.16	21.3	6.99	5.28	6.48	6.22	0.02	1.1	—	SP
29	2/27/2025	1.22	1264	—	7.92	21.8	6.69	1.88	21.8	7.12	3.14	5.47	6.27	0.0	1.0	—	SP
30	2/28/2025	1.9	931	—	—	—	6.39	1.38	21.6	6.95	1.87	3.52	6.19	0.0	4.1	—	SP
33																	
34																	
35																	



March 10, 2025

Laboratory Report

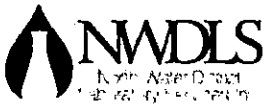
William (Wayne) Shaffer
City of Port Lavaca
628 West George Street
Port Lavaca, TX 77979

Report ID: 20250310085229RLR

Enclosed are the results of analyses for samples received by our laboratory on 02/04/2025 - 02/27/2025. If you have any questions concerning this report, please feel free to contact me.

Sincerely,

Rebecca Rabon For Aundra Noe
Project Manager



City of Port Lavaca
628 West George Street
Port Lavaca, TX 77979

Reported:
03/10/2025 08:52

City of Port Lavaca - Non Potable

Aeration

Residue-nonfilterable (TSS) mg/L

02/04/2025 08:55	8700	02/11/2025 08:37	7180	02/18/2025 08:46	7920
02/25/2025 08:49	8500				

Monthly Average 8,075

Monthly Max 8,700

Influent

Biochemical Oxygen Demand (BOD) mg/L

02/04/2025 08:46	152	02/06/2025 08:25	106	02/11/2025 08:30	182
02/13/2025 08:52	64.9	02/18/2025 08:40	84.1	02/20/2025 08:26	102
02/25/2025 08:36	273	02/27/2025 08:36	127		

Monthly Average 136

Monthly Max 273

Residue-nonfilterable (TSS) mg/L

02/04/2025 08:46	90.0	02/06/2025 08:25	62.0	02/11/2025 08:30	216
02/13/2025 08:52	142	02/18/2025 08:40	194	02/20/2025 08:26	170
02/25/2025 08:36	695	02/27/2025 08:36	310		

Monthly Average 235

Monthly Max 695



City of Port Lavaca
628 West George Street
Port Lavaca, TX 77979

Reported:
03/10/2025 08:52

City of Port Lavaca - Non Potable

Outfall 001 Sampler

Ammonia as N mg/L

02/04/2025 08:57	0.0550	02/06/2025 08:40	0.0540	02/11/2025 08:39	0.0460
02/13/2025 08:58	<0.0400 [3]	02/18/2025 08:41	0.0970	02/20/2025 08:45	0.0460
02/25/2025 08:54	0.0760	02/27/2025 08:44	0.0840		
Monthly Average	0.0622				
Monthly Max	0.0970				

Biochemical Oxygen Demand (BOD) mg/L

02/04/2025 08:57	3.26	02/06/2025 08:40	<2.03 [3]	02/11/2025 08:39	3.06
02/13/2025 08:58	3.05	02/18/2025 08:41	3.10	02/20/2025 08:45	4.17
02/25/2025 08:54	<2.03 [3]	02/27/2025 08:44	<2.03 [3]		
Monthly Average	2.84				
Monthly Max	4.17				

Copper ug/L

02/04/2025 08:57	7.16	02/11/2025 08:39	8.56	02/18/2025 08:41	8.05
02/25/2025 08:54	6.87				
Monthly Average	7.66				
Monthly Max	8.56				

Residue-nonfilterable (TSS) mg/L

02/04/2025 08:57	3.79	02/06/2025 08:40	2.63	02/11/2025 08:39	2.21
02/13/2025 08:58	2.11	02/18/2025 08:41	4.00	02/20/2025 08:45	3.59
02/25/2025 08:54	3.16	02/27/2025 08:44	4.42		
Monthly Average	3.24				
Monthly Max	4.42				

Zinc ug/L

02/04/2025 08:57	47.3	02/11/2025 08:39	50.6	02/18/2025 08:41	44.8
02/25/2025 08:54	36.2				
Monthly Average	44.7				
Monthly Max	50.6				



City of Port Lavaca
628 West George Street
Port Lavaca, TX 77979

Reported:
03/10/2025 08:52

Special Notes

- 1 - J1 = Estimated value - The reported value is outside the established quality control criteria for accuracy and/or precision.
- 2 - J4 = Estimated value and sample is less than value - No dilution produced a depletion of 2 mg/L of DO or greater, oxygen demand of sample was less than anticipated.
- 3 - U = Non-detected compound.

DMR Copy of Record

Form Approved OMB No. 2040-0004 expires on 07/31/2026

EPA may make all the information submitted through this form (including all attachments) available to the public without further notice to you. Do not use this online form to submit personal information (e.g., non-business cell phone number or non-business email address), confidential business information (CBI), or if you intend to assert a CBI claim on any of the submitted information. Pursuant to 40 CFR 2.203(a), EPA is providing you with notice that all CBI claims must be asserted at the time of submission. EPA cannot accommodate a late CBI claim to cover previously submitted information because efforts to protect the information are not administratively practicable since it may already be disclosed to the public. Although we do not foresee a need for persons to assert a claim of CBI based on the types of information requested in this form, if persons wish to assert a CBI claim we direct submitters to contact the [NPDES eReporting Help Desk](#) for further guidance. Please note that EPA may contact you after you submit this report for more information.

This collection of information is approved by OMB under the Paperwork Reduction Act, 44 U.S.C. 3501 et seq. (OMB Control No. 2040-0004). Responses to this collection of information are mandatory in accordance with this permit and EPA NPDES regulations 40 CFR 122.41(i)(4)(i). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The public reporting and recordkeeping burden for this collection of information are estimated to average 2 hours per outfall. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates and any suggested methods for minimizing respondent burden to the Regulatory Support Division Director, U.S. Environmental Protection Agency (2821T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

Permit

Permit #: TX0047562
 Major: Yes
 Permitted Feature: 001 External Outfall
 Permittee: PORT LAVACA, CITY OF
 Permittee Address: 202 NORTH VIRGINIA ST
 PORT LAVACA, TX 77979
 Facility: LYNN BAYOU WWTF
 Facility Location: 800 NORTH COMMERCE STREET
 PORT LAVACA, TX 77979
 Discharge: 001-A DOMESTIC FACILITY - 001

Report Dates & Status

Monitoring Period: From 03/01/25 to 03/31/25
 DMR Due Date: 04/20/25
 Status: NetDMR Validated

Considerations for Form Completion

Principal Executive Officer

First Name: Jack
 Last Name: Whitlow
 Title: Mayor
 Telephone: 361-552-9793

No Data Indicator (NODI)

Form NODI: -

Parameter		Monitoring Location	Season	# Param, NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type			
Code	Name				Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3	Units	
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample Permit Req. Value NODI	=	7.3							19 - mg/L	02/07 - Twice Every Week	GR - Grab				
						>=	2.0	MO MIN						19 - mg/L	02/07 - Twice Every Week	GR - Grab				
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample Permit Req. Value NODI	=	44.9		26 - lb/d			=	3.0		19 - mg/L	02/07 - Twice Every Week				
						<=	334.0	DAILY AV	26 - lb/d			<=	20.0	DAILY AV	<=	45.0	DAILY MX	19 - mg/L	02/07 - Twice Every Week	CP - Composite
00400	pH	1 - Effluent Gross	0	--	Sample Permit Req. Value NODI	=	6.9					=	7.2		12 - SU	01/07 - Weekly	GR - Grab			
						>=	6.0	MINIMUM				<=	9.0	MAXIMUM	12 - SU	01/07 - Weekly	GR - Grab			
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample Permit Req. Value NODI	=	67.9		26 - lb/d			=	4.0		19 - mg/L	02/07 - Twice Every Week	CP - Composite			
						<=	334.0	DAILY AV	26 - lb/d			<=	20.0	DAILY AV	<=	45.0	DAILY MX	19 - mg/L	02/07 - Twice Every Week	CP - Composite
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample Permit Req. Value NODI	=	14.0		26 - lb/d			=	0.7		19 - mg/L	02/07 - Twice Every Week	CP - Composite			
								Req Mon DAILY AV	26 - lb/d					Req Mon DAILY AV		Req Mon DAILY MX	19 - mg/L	02/07 - Twice Every Week	CP - Composite	
01042	Copper, total [as Cu]	1 - Effluent Gross	0	--	Sample Permit Req. Value NODI	=	0.062		26 - lb/d			=	6.003		28 - ug/L	01/07 - Weekly	CP - Composite			
						<=	0.185	DAILY AV	26 - lb/d			<=	11.1	DAILY AV	<=	23.5	DAILY MX	28 - ug/L	01/07 - Weekly	CP - Composite
01092	Zinc, total [as Zn]	1 - Effluent Gross	0	--	Sample Permit Req. Value NODI	=	0.412		26 - lb/d			=	39.675		28 - ug/L	01/07 - Weekly	CP - Composite			
						<=	1.25	DAILY AV	26 - lb/d			<=	75.19	DAILY AV	<=	159.07	DAILY MX	28 - ug/L	01/07 - Weekly	CP - Composite
50050	Flow, in conduit or thru treatment plant	1 - Effluent Gross	0	--	Sample Permit Req. Value NODI	=	1.6		03 - MGD								99/99 - Continuous	TM - Totalizer		
								Req Mon DAILY AV	03 - MGD								99/99 - Continuous	TM - Totalizer		
50050	Flow, in conduit or thru treatment plant	P - See Comments	0	--	Sample Permit Req. Value NODI	=	4458.0		78 - gal/min								99/99 - Continuous	TM - Totalizer		
						<=	5319.0	2HR PEAK	78 - gal/min								99/99 - Continuous	TM - Totalizer		
50050	Flow, in conduit or thru treatment plant	Y - Effluent Gross (Supplementary)	0	--	Sample Permit Req. Value NODI	=	1.4389		03 - MGD								99/99 - Continuous	TM - Totalizer		
						<=	2.0	ANNUAL AVG	03 - MGD								99/99 - Continuous	TM - Totalizer		

X 61211	Enterococci	1 - Effluent Gross	0	-	Value NODI											
					Sample	=	4.3	=	51.2	30 - MPN/100mL	01/01 - Daily	GR - Grab				
					Permit Req.	<=	35.0 DAILY AV	<=	104.0 DAILY MX	32 - CFU/100mL	0	01/01 - Daily	GR - Grab			
					Value NODI											

Submission Note
If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

Parameter		Monitoring Location	Field	Type	Description	Acknowledge
Code	Name					
61211	Enterococci	1 - Effluent Gross	Units	Soft	You have selected units that are different from the units established by your Regulatory Authority. <i>Please contact your Regulatory Authority to discuss the selection of any alternative units.</i>	Yes

Comments

Attachments
No attachments.

Report Last Saved By
PORT LAVACA, CITY OF

User: W.SHAFFER
Name: William Shaffer
E-Mail: wshaffer@portlavaca.org
Date/Time: 2025-04-15 08:22 (Time Zone: -05:00)

Report Last Signed By
User: W.SHAFFER
Name: William Shaffer
E-Mail: wshaffer@portlavaca.org
Date/Time: 2025-04-15 08:22 (Time Zone: -05:00)

March

	Daily		Daily	Daily	BOD	LOAD	TSS	LOAD	NH3	LOAD	FLOW	Daily	COPPER	COPPER	LOAD	ZINC	ZINC	LOAD
DATE	E-COCCI	LOG	pH	D.O.	MG/L	LBS.	MG/L	LBS	mg/l	LBS.	MGD	RAIN	mg/L	ug/L	LB/DAY	mg/L	ug/L	LB/DAY
1	4.10	0.61									1.70	0.00						
2	2.00	0.30									1.33	0.01						
3	14.40	1.16									1.30	0.03						
4	5.10	0.71	7.2	7.4	2.4	24.8	2.7	28.3	2.8	28.6	1.24	0.03	0.00712	7.12	0.07363	0.0400	40.00	0.4137
5	7.20	0.86									1.24	0.00						
6	5.20	0.72		8.1	2.0	21.2	3.8	39.5	0.1	1.1	1.25	0.00						
7	15.60	1.19									1.24	0.00						
8	4.10	0.61									1.23	0.00						
9	1.00	0.00									1.30	0.00						
10	4.10	0.61									1.28	0.00						
11	4.10	0.61	7.1	8.5	4.3	45.0	4.7	49.4	0.1	1.2	1.27	0.00	0.00767	7.67	0.08124	0.0395	39.50	0.4184
12	1.00	0.00									1.33	0.00						
13	3.10	0.49		7.3	3.4	37.5	3.3	35.9	0.1	0.7	1.32	0.00						
14	5.00	0.70									1.23	0.00						
15	3.00	0.48									1.20	0.00						
16	1.10	0.04									1.24	0.00						
17	3.10	0.49									1.24	0.00						
18	4.10	0.61	7.2	7.4	3.3	34.7	3.9	41.5	0.0	0.4	1.28	0.00	0.00106	1.06	0.01132	0.0350	35.00	0.3736
19	1.10	0.04									1.17	0.00						
20	4.00	0.60		8.3	2.4	23.9	2.3	22.8	0.0	0.4	1.18	0.00						
21	1.00	0.00									1.19	0.00						
22	2.00	0.30									1.18	0.00						
23	2.00	0.30									1.31	0.05						
24	6.20	0.79									1.20	0.02						
25	17.90	1.25	6.9	7.7	2.7	26.6	3.4	33.7	0.0	0.4	1.20	0.00	0.00816	8.16	0.08167	0.0442	44.20	0.4424
26	3.00	0.48									3.42	2.40						
27	24.70	1.39		7.8	3.9	145.1	7.9	292.1	2.1	79.4	4.45	1.00						
28	35.50	1.55									5.10	0.85						
29	51.20	1.71									1.83	0.02						
30	3.10	0.49									1.56	0.00						
31	1.00	0.00									1.46	0.00						
TOTAL	1.0	19.11	28.4	62.5	24.3	358.9	31.9	543.3	5.3	112.4	49.47	4.41	0.0240	24.01	0.2479	0.1587	158.70	1.6480
AVERAGE	8.0	0.64	7.1	7.8	3.0	44.9	4.0	67.9	0.7	14.0	1.60	0.15	0.0060	6.003	0.0620	0.0397	39.675	0.4120
MAXIMUM	51.2	GEOMEAN	7.2	8.5	4.3	145.1	7.9	292.1	2.8	79.4	5.10	2.40	0.0082	8.160	0.0817	0.0442	44.200	0.4424
		4.3																
MINIMUM	1.0		6.9	7.3	2.0	21.2	2.3	22.8	0.0	0.4	1.17	0.00	0.0011	1.06	0.0113	0.0350	35.00	0.3736
7DAY AVERAGE		6.2	7.2	7.8	2.2	44.9	3.3	33.9			1.33							
		2.7	7.1	7.9	3.8	41.3	4.0	42.6			1.28							
		2.1	7.2	7.8	2.8	29.3	3.1	32.2			1.22							
		11.7	6.9	7.7	3.3	85.9	5.6	162.9			2.93							
TOTAL			28.4	31.3	12.2	201.3	16.0	271.6			6.76							
WEEKS			4	4	4	4	4	4			4.00							
AVERAGE			7.1	7.8	3.0	50.3	4.0	67.9			1.69							

Month	Year	Avg. Mo. Flow	2 Hour Peak
Jan	2025	1.47	4347
Feb	2025	1.29	1833
Mar	2025	1.6	4458
Apr	2024	1.2	1667
May	2024	1.29	2556
June	2024	1.73	4542
July	2024	2.3	5639
Aug	2024	1.27	2361
Sept	2024	1.36	3722
Oct	2024	1.25	2153
Nov	2024	1.267	3250
Dec	2024	1.24	4222
Ann. Avg		1.438916667	

% of Plant Annual
permitted Flow 71.95%



April 10, 2025

Laboratory Report

William (Wayne) Shaffer
City of Port Lavaca
628 West George Street
Port Lavaca, TX 77979

Report ID: 20250410195611RLR

Enclosed are the results of analyses for samples received by our laboratory on 03/04/2025 - 03/27/2025. If you have any questions concerning this report, please feel free to contact me.

Sincerely,

Rebecca Rabon For Aundra Noe
Project Manager



City of Port Lavaca
628 West George Street
Port Lavaca, TX 77979

Reported:
04/10/2025 19:56

City of Port Lavaca - Non Potable**Aeration****Residue-nonfilterable (TSS) mg/L**

03/04/2025 08:44	9860 [1]	03/11/2025 08:35	10100	03/18/2025 08:39	7480
03/25/2025 08:35	6360				

Monthly Average 8,450

Monthly Max 10,100

Influent**Biochemical Oxygen Demand (BOD) mg/L**

03/04/2025 08:35	223	03/06/2025 08:21	232	03/11/2025 08:26	191
03/13/2025 08:17	97.0	03/18/2025 08:19	114 [2]	03/20/2025 08:17	181
03/25/2025 08:28	183	03/27/2025 08:38	130		

Monthly Average 169

Monthly Max 232

Residue-nonfilterable (TSS) mg/L

03/04/2025 08:35	1060	03/06/2025 08:21	760	03/11/2025 08:26	727
03/13/2025 08:17	65.0	03/18/2025 08:19	465	03/20/2025 08:17	468
03/25/2025 08:28	397	03/27/2025 08:38	270		

Monthly Average 527

Monthly Max 1,060

City of Port Lavaca
628 West George Street
Port Lavaca, TX 77979**Reported:**
04/10/2025 19:56**City of Port Lavaca - Non Potable****Outfall 001 Sampler****Ammonia as N mg/L**

03/04/2025 08:50	2.77	03/06/2025 08:28	0.108	03/11/2025 08:37	0.115
03/13/2025 08:25	0.0660	03/18/2025 08:48	0.0400	03/20/2025 08:31	<0.0400 [4]
03/25/2025 08:36	<0.0400 [4]	03/27/2025 08:44	2.14		
Monthly Average	0.665				
Monthly Max	2.77				

Biochemical Oxygen Demand (BOD) mg/L

03/04/2025 08:50	<2.40 [4]	03/06/2025 08:28	<2.03 [4]	03/11/2025 08:37	4.25
03/13/2025 08:25	3.41	03/18/2025 08:48	3.25 [2]	03/20/2025 08:31	2.43
03/25/2025 08:36	2.66	03/27/2025 08:44	3.91		
Monthly Average	3.04				
Monthly Max	4.25				

Copper ug/L

03/04/2025 08:50	7.12	03/11/2025 08:37	7.67	03/18/2025 08:48	10.6
03/25/2025 08:36	8.16				
Monthly Average	8.39				
Monthly Max	10.6				

Residue-nonfilterable (TSS) mg/L

03/04/2025 08:50	2.74	03/06/2025 08:28	3.79	03/11/2025 08:37	4.66
03/13/2025 08:25	3.26	03/18/2025 08:48	3.89	03/20/2025 08:31	2.32
03/25/2025 08:36	3.37	03/27/2025 08:44	7.87		
Monthly Average	3.99				
Monthly Max	7.87				

Zinc ug/L

03/04/2025 08:50	40.0	03/11/2025 08:37	39.5	03/18/2025 08:48	35.0
03/25/2025 08:36	44.2				
Monthly Average	39.7				
Monthly Max	44.2				



City of Port Lavaca
628 West George Street
Port Lavaca, TX 77979

Reported:
04/10/2025 19:56

Special Notes

- 1 - B1 = Associated method blank is lower than the established quality control criteria.
- 2 - FF = The blank for biochemical oxygen demand depleted more than the method limit of 0.20 mg/l.
- 3 - J1 = Estimated value - The reported value is outside the established quality control criteria for accuracy and/or precision.
- 4 - U = Non-detected compound.

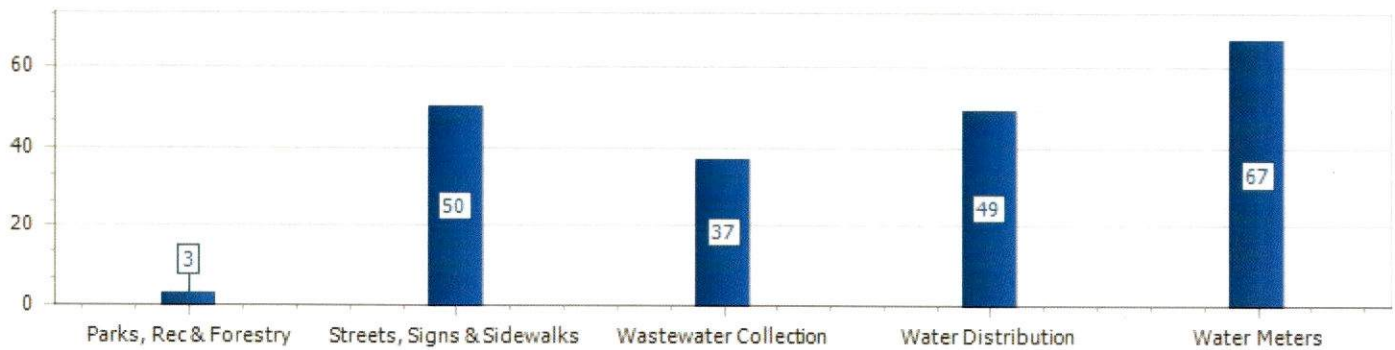
Completed WOs by Site Analysis

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Total



Average days to close



Site	Total	Average days to close
Parks, Rec & Forestry	3	0.00
Streets, Signs & Sidewalks	50	3.72
Wastewater Collection	37	-7.41
Water Distribution	49	-2.62
Water Meters	67	1.63

Report Parameters

Filter:

Search:

Advanced Filters: [Originated] Between '01/01/2025' And '03/31/2025'

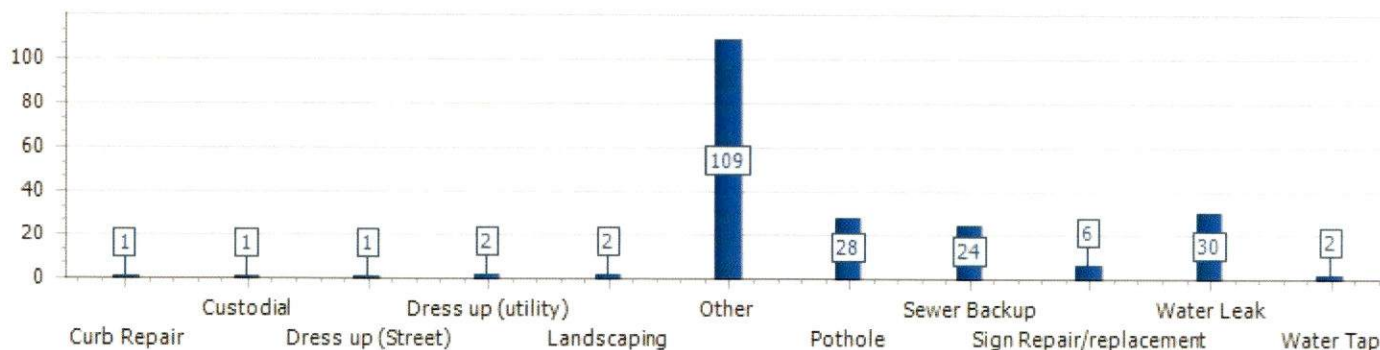
Tags:

Completed WOs by Site Analysis

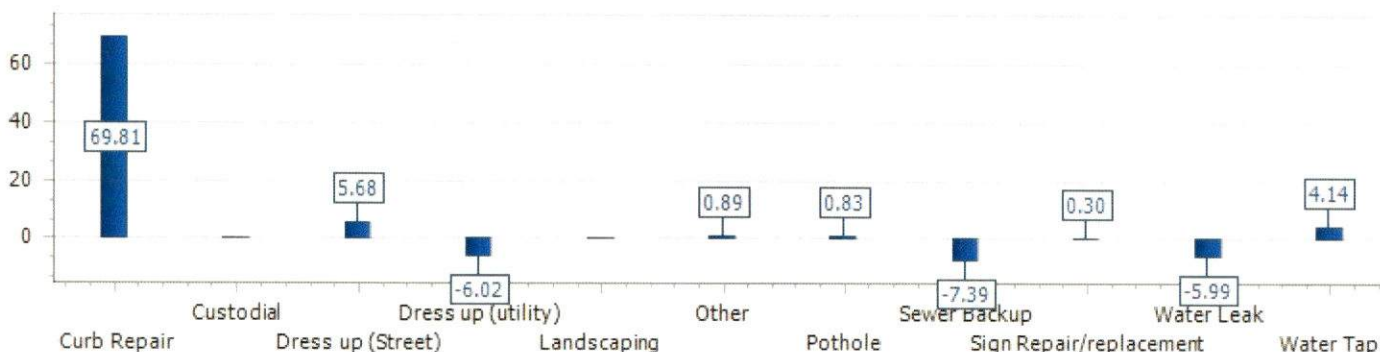
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Total



Average days to close



Work Category	Total	Average days to close
Curb Repair	1	69.81
Custodial	1	0.00
Dress up (Street)	1	5.68
Dress up (utility)	2	-6.02
Landscaping	2	0.00
Other	109	0.89
Pothole	28	0.83
Sewer Backup	24	-7.39
Sign Repair/replacement	6	0.30
Water Leak	30	-5.99
Water Tap	2	4.14

Report Parameters

Filter:

Search:

Advanced Filters: [Originated] Between '01/01/2025' And '03/31/2025'

Tags:

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

WO000442	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	03/31/2025		03/31/2025	0.00	0.00
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Pothole

2 small potholes were cut out into one big square then cleaned and filled with cold mix

WO000435	Completed	Non-PM	Medium	Improvements	Other	Streets, Signs & Sidewalks			Jose Perez	03/31/2025		03/31/2025	0.00	0.00
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clean curb on tommy

Tommy used the loader to push and break up grass and dirt growing on curve then Roger and Oscar shoveled everything up into the loader bucket

0000000441	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/31/2025	04/01/2025	04/01/2025	0.00	0.00
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CUSTOMER IS CONVINCED THAT WHEN THE CITY WORKED ON AN ADJACENT METER, A LINE ON HIS SIDE SHIFTED AND CRACKED CAUSING HIM TO HAVE A LEAK. HE HAS FIXED HIS SIDE, BUT WANTS CLARITY ON THE SITUATION. DOES ANYONE HAVE DETAILS ON THIS ISSUE??

KAREN CALLED MARIO AND GOT THE CORRECT INFORMATION ABOUT HOW THE CUSTOMER LEAK HAPPENED BEFORE THE CITY INSTALLED THE METER. MARIO HAD TALKED WITH HIM AND TOLD HIM HE HAD A LEAK ON HIS SIDE A COUPLE OF TIMES. GUYS ALSO LEFT HIM A DOOR TAG ABOUT THE LEAK.

0000000440	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Adan Garza	03/31/2025	03/31/2025	03/31/2025	0.00	0.00
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NEW SERVICE TURN ON-SHOULD BE HOME IF ANY PROBLEMS-MICHAEL 361-746-1851

turned meters on

0000000439	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/31/2025	03/31/2025	03/31/2025	0.00	0.00
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NEW SERVICE TURN ON -ABBY 361-552-7476

turned news service on

0000000438	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/31/2025	03/31/2025	03/31/2025	0.00	0.00
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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														
NEW TENANT-TURN ON														
turned on new service														

0000000437	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/31/2025	04/01/2025	04/01/2025	0.00	0.00
CUSTOMER REPORTED LOSSING PRESSURE AT HIS HOUS THIS MORNING. PLEASE CHECK ON THIS.														
checked water pressure measured at 53 psi went down to 50 with faucet on														

0000000436	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Adan Garza	03/31/2025	03/31/2025	03/31/2025	0.00	0.00
CUSTOMER CALLED AND SAID THE PHARMACY BUILDING HAS NO WATER. THEY ARE AN ACTIVE ACCOUNT. CHECK THIS OUT AND LET US KNOW WHAT YOU FIND. THEY SHOULD HAVE WATER AS FAR AS WE CAN TELL.														
FOUND CLOSED CURBSTOP AND OPENED FOR CUSTOMER														

WO000433	Citizen Request	Non-PM		Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	03/28/2025			0.00	0.00
Potholes														

WO000434	Citizen Request	Non-PM		Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	03/28/2025			0.00	0.00
Potholes														

WO000432	Citizen Request	Non-PM		Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	03/28/2025			0.00	0.00
Pothole														

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

WO000431	New Work Order	Non-PM	Medium	Reactive Maintenance	Other	Streets, Signs & Sidewalks			Jose Perez	03/27/2025			0.00	0.00
patch in handle														

WO000430	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	03/27/2025	03/15/2025	03/15/2025	0.00	0.00
Shop called that they had sewer problems														
Run the sewer tape thru the customers clean out 45 ft to clear the line														

0000000428	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Adan Garza	03/27/2025	03/27/2025	03/27/2025	0.00	0.00
the nut next to the curbstop on the irrigation meter is leaking														
PUMPED OUT METER BOX NO LEAK DETECTED AT THIS TIME														

WO000426	Completed	Non-PM	High	Reactive Maintenance	Sign Repair/replacement	Streets, Signs & Sidewalks			Jose Perez	03/27/2025		03/27/2025	0.00	0.00
Pole Repair														
picked up damaged pole and took new pole and put in position, then installed the stop sign														

WO000425	Completed	Non-PM	High	Reactive Maintenance	Sign Repair/replacement	Streets, Signs & Sidewalks			Jose Perez	03/27/2025		03/27/2025	0.00	0.00
sign pole repair														
had to find another way on approaching it due to the base was in concrete, cut a smaller pipe to 3 feet and able to put in older pipe for support.														

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested:														
Action Taken														
Comments:														

WO000429	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	03/27/2025	03/08/2025	03/08/2025	0.00	0.00
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Customer called that there was water coming out of the ground

Run the sewer jet hose 20 ft thru the manhole at 323 Alcoa to clear the line

WO000427	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	03/27/2025	03/08/2025	03/08/2025	0.00	0.00
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Customer called that there was water on the side of the building

Check the area next to the meter to find out that meterbox had water in it pump it out to find out that the meter was leaking at the curbstop change the gasket to fix the problem

WO000424	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	03/26/2025	03/08/2025	03/08/2025	0.00	0.00
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Customer called that he was having issues with the sewer

Run the sewer jet hose 100 ft thru the manhole at South and Ann toward the house to clear the line

WO000423	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	03/26/2025	03/08/2025	03/08/2025	0.00	0.00
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Customer called that there was water coming down from his property

Pump the water meter out to find out that there was a water leak on the customer's side notify the customer about it

WO000422	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	03/26/2025	03/12/2025	03/12/2025	0.00	0.00
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Customer called that the sewer was backing up

Run the sewer tape thru the customers clean out 65 ft to clear the line

WO000421	Closed	Non-PM	Medium	Reactive Maintenance	Dress up (utility)	Water Distribution			Mario Garza	03/26/2025	03/10/2025	03/10/2025	0.00	89
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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

Customer called that there was water going down the street

Dug the grass up to find out that 1" copper line had a pin hole in it cut it off and replaced 6 ft of it with poly used a coupling to reconnect it back and change the curb stop Backfill clean up needed

0000000420	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/26/2025	04/08/2025	04/08/2025	0.00	0.00
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145 CHANNEL BASS LANE (RED FISH RETREAT AREA-NEW ADDRESS-NEW BUILD)

installed in a new meter for new service with a 8" nipple for customer shut off valve (Roel)

0000000419	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/26/2025	03/27/2025	03/27/2025	0.00	0.00
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TURN ON SERVICE-RECONNECT

UNLOCK AND RECONNECT

0000000418	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/26/2025	03/27/2025	03/27/2025	0.00	0.01
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TURN ON-361-572-9911 ROSIE

turn on service no leaks

0000000417	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/26/2025	03/28/2025	04/01/2025	0.00	0.00
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METERS ARE UNDER WATER AGAIN- SAYS IT WAS BROKEN CURB STOP???

tighten curbstop nut attached to polly stopped the leaking

WO000414	Completed	Non-PM	Medium	Improvements	Other	Streets, Signs & Sidewalks			Jose Perez	03/25/2025		03/26/2025	0.00	0.00
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Ditch cleaning

Used sidster to clean ditch and pile grass and mud together, then used backhoe to pick up piles and place in dump truck.

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

0000000416	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/25/2025	03/26/2025	03/26/2025	0.00	0.00
NEW SERVICE TURN ON-JENNIFER 361-920-6828														
NEW SERVICE- ALREADY ON														

0000000415	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/25/2025	03/27/2025	03/27/2025	0.00	0.00
CUSTOMER HAS MOVED. FINAL -TURN OFF														
FINAL-TURN OFF														

WO000408	Completed	Non-PM	Medium	Reactive Maintenance	Other	Streets, Signs & Sidewalks			Jose Perez	03/24/2025		03/26/2025	0.00	0.00
Paint Lines at intersection light														
Roger and Tommy painted over the stop bar and turn arrows														
Lines are faded and needs touch up work done.														

0000000413	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/24/2025		03/27/2025	0.00	0.00
10 DAY TEMP SERVICE TURN ON														
Turn on cityside turn off on customer side they have a leak														

0000000412	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/24/2025	03/27/2025	03/27/2025	0.00	0.00
NEED LID REPLACED														
REPLACE BOX AND LID														

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

0000000411	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/24/2025	03/25/2025	03/25/2025	0.00	0.00
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LEAK CHECK -FROZEN CURBSTOP-SEE NOTES FROM TRACIE.

BROKE LOOSE CURBSTOP FOR PLUMBER

0000000410	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/24/2025	03/25/2025	03/25/2025	0.00	0.00
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NEW TENANT-TURN ON CHASITY 361-570-5471.

NEW SERVICE TURN ON

0000000409	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/24/2025	03/27/2025	03/27/2025	0.00	0.00
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CUSTOMER STATES A LEAK IN THE METER BOX

REPLACED CURBSTOP TO FIX LEAK

0000000407	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/24/2025	03/25/2025	03/25/2025	0.00	0.00
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TURN ON NEW SERVICE-CALL DON 979-505-0082 LET HIM KNOW WHEN THERE. SERVICE HAS BEEN INACTIVE SINCE 2024 WANTS TO MAKE SURE THERE ARE NO LEAKS.

TURN ON NRE SERVICE

0000000403	Completed	Non-PM	Medium	Preventive Maintenance	Other	Water Meters	meter		Adan Garza	03/22/2025	03/22/2025	03/22/2025	0.00	0.00
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SWAP meter

SWAP meter

0000000406	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Adan Garza	03/22/2025	03/22/2025	03/22/2025	0.00	92
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Work requested														
Action Taken														
Comments														

SWAP METER

SWAP METER

0000000405	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Adan Garza	03/22/2025	03/22/2025	03/22/2025	0.00	0.00
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SWAP METER

SWAP METER

0000000404	Completed	Non-PM	Medium	Preventive Maintenance	Other	Water Meters	meter		Adan Garza	03/22/2025	03/25/2025	03/25/2025	0.00	0.00
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SWAP meter

METER SWAP FOR MULLER

WO000401	Completed	Non-PM	Medium	Reactive Maintenance	Other	Streets, Signs & Sidewalks			Jose Perez	03/21/2025		03/26/2025	0.00	0.00
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limestone or dirt fill to lift low spots

Bladed out dirt and replaced with lime stone for a stronger base

WO000399	Completed	Non-PM		Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	03/21/2025		03/25/2025	0.00	0.00
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There is water all along the curb down westwood begining at 519. There is a pile of tree limbs sticking out into the road and it looks like the water is coming from in that yard.

Check the area around Westwood didn't find anything leaking or water on the road

0000000402	On Hold	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/21/2025	03/21/2025		0.00	0.00
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TURN ON NEW SERVICE-THIS IS THE IRRIGATION LINE

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Work requested														
Action Taken														
Comments														

CAN NOT TURN ON WATER LINE BROKEN NO CUSTOMER SHUT OFF

0000000400	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/21/2025	03/21/2025	03/21/2025	0.00	0.00
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NEW SERVICE TURN -MARIA 361-920-9090

New service turn on

WO000398	Completed	Non-PM		Sign Repair/replacement		Streets, Signs & Sidewalks			Jose Perez	03/20/2025		03/26/2025	0.00	0.00
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Sign is wrong direction (this may be a repeat order)

Oscar turned sign around and put steaks to help support pole

WO000397	Completed	Non-PM		Sign Repair/replacement		Streets, Signs & Sidewalks			Jose Perez	03/20/2025		03/26/2025	0.00	0.00
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Stop sign facing the wrong way.

Sign was turned and steaks placed in ground for support

WO000396	Completed	Non-PM		Sign Repair/replacement		Streets, Signs & Sidewalks			Jose Perez	03/20/2025		03/26/2025	0.00	0.00
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Stop sign facing in the wrong direction.

sign was turned and steaks were placed in for support

0000000395	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/20/2025	03/21/2025	03/21/2025	0.00	0.00
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TURN OFF AND LOCK-CUSTOMER MOVED OUT

FINAL TURN OFF AND LOCK

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Work requested:														
Action Taken:														
Comments:														

0000000394	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/20/2025	03/20/2025	03/20/2025	0.00	0.00
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LOCK OUT!! CUSTOMER WAS DISCONNECTED FOR NON PMT & WAS USING WATER SOON AFTER.

Found partially open- turned off and locked

0000000393	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/20/2025	03/20/2025	03/20/2025	0.00	0.00
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LOCK OUT!! CUSTOMER WAS DISCONNECTED FOR NON-PMT & TURNED SELF BACK ON SOON AFTER.

Turned off and locked

0000000392	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/19/2025	03/19/2025	03/19/2025	0.00	0.00
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CUSTOMER HAS LEAK, BUT NOT SURE WHICH SIDE OF METER IT IS ON. CALL AND LET THEM KNOW 361-935-6836 ROSE

Inspected meter found leak on Customer side. Notified owner and they requested the water to be turned off on city side

0000000391	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/19/2025	03/19/2025	03/19/2025	0.00	0.00
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502 N BENAVIDES-NEW SVC TURN ON. SPANISH SPEAKING ONLY-361-703-6930 ALEJANDO

NEW SERVICE- TURN ON

0000000390	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/18/2025	03/19/2025	03/19/2025	0.00	0.00
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106 SEASHELL DR-NEW SERVICE TURN ON

NEW SERVICE- TURN ON

WO000376	Completed	Non-PM		Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	03/17/2025		03/25/2025	0.00	
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Work requested														
Action Taken														
Comments														
There appears to be a water leak near this house.														
Check around the house did not see anything														

0000000389	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/17/2025	03/21/2025	03/21/2025	0.00	0.00
201 CHARLOTTE-SYSTEM SAYS BAD WIRING-PLEASE CHECK THIS OUT														
BAD WIRING AT METER SWAPPED FOR A NEW METER AND NODE														

0000000388	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/17/2025	03/21/2025	03/21/2025	0.00	0.00
106 CHARLOTTE DR STOPPED READING????														
BAD WIRING TO METER SWAP METER														

0000000387	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/17/2025	03/21/2025	03/21/2025	0.00	0.00
246 TOMMY STOPPED READING- SEE WHAT THE PROBLEM MAY BE														
NODE WIRE WAS DESTROYED SWAPPED FOR A NEW ONE														

0000000386	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/17/2025	03/21/2025	03/21/2025	0.00	0.00
STOPPED READING IN AUGUST??														
NODE WIRE DESTROYED SWAPPED FOR A NEW ONE														

0000000385	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/17/2025	03/21/2025	03/21/2025	0.00	0.00
505 TOMMY DR STOPPED READING IN AUGUST-ACCT IS STILL ACTIVE???														
BAD WIRING SWAP BOTH METER AND NODE														

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Work requested														
Action Taken														
Comments														
0000000384	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/17/2025	03/21/2025	03/21/2025	0.00	0.00
2049 W MAIN ST-ALAMO CONCRETE-STOPPED READING IN JANUARY???														
DIAGNOSED METER AND HAD MULLER PERFORM SERVICE INSTALL SHOULD BE REPORTING IN ON TIME SOON														
0000000383	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/17/2025	03/25/2025	03/25/2025	0.00	0.00
1913 CENTRAL AVE-STOPPED READING IN APRIL??														
WIRE WAS SPLIT AT METER HAD TO REPLACE METER FOR NEW ONE														
0000000382	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/17/2025	03/18/2025	03/18/2025	0.00	0.00
115 BURNET ST-FINAL MOVED OUT														
WENT TO CLOSE OWNER HAD ALREADY GONE TO MAKE A DEPOSIT-STATUS ON														
0000000381	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/17/2025	03/17/2025	03/17/2025	0.00	0.00
535 W MAIN-LARGE LEAK DETECTED														
LEAK INSIDE PROPERTY NO ANSWER AT DOOR LEFT DOOR TAG														
0000000380	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/17/2025	03/20/2025	03/20/2025	0.00	0.00
LOCK OUT-IDLE-1407 W AUSTIN														
CLOSED TURNED OFF-FINAL														

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Work requested														
Action Taken														
Comments														

0000000379	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/17/2025	03/18/2025	03/18/2025	0.00	0.00
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1106 MARCUS NAVARRO

HAD TO CHANG3 OUT CURBSTOP TO LOCK OUT METER- STATUS LOCKED OUT

0000000378	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/17/2025	03/17/2025	03/17/2025	0.00	0.00
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1819 SHOFNER

FINAL-TURN OFF

0000000377	Completed	Non-PM	Medium	Preventive Maintenance	Other	Water Meters			Roel Rodriguez	03/17/2025	03/17/2025	03/17/2025	0.00	0.00
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TEMP BACK ON-208 BOWIE

TEMPORARY ON-TURN ON

WO000375	Citizen Request	Non-PM		Sign Repair/replacement		Streets, Signs & Sidewalks			Jose Perez	03/17/2025			0.00	0.00
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Street does not have a street sign.

WO000374	Citizen Request	Non-PM		Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	03/17/2025			0.00	0.00
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The whole street is in desperate need of pothole repairs.

0000000373	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/17/2025	03/17/2025	03/17/2025	0.00	0.00
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Work requested														
Action Taken														
Comments														
VAC TURN OFF-LOCK OUT METER-CUSTOMER WILL CALL WHEN TO TURN BACK ON.														
CUSTOMER WANTS WATER TURNED OFF														
0000000372	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/17/2025	03/17/2025	03/17/2025	0.00	0.00
NEW SERVICE-2216 LARRY DR														
2216 LARRY NEW SERVICE- TURN ON														
0000000371	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/17/2025	03/17/2025	03/17/2025	0.00	0.00
NEW SERVICE-221 PEIKERT ST														
NEW SERVICE HAS SMALL LEAK ON on CITY SIDE OFF ON CUSTOMER SIDE														
0000000370	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/17/2025	03/17/2025	03/17/2025	0.00	0.00
FINAL-CUSTOMER MOVED OUT														
FINAL- TURN OFF														
0000000369	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/17/2025	03/17/2025	03/17/2025	0.00	0.00
NEW SERVICE 413 RIDGECREST DR (MARIO HAS INCODE COPY FROM 03/14)														
NEW SERVICE UNLOCK AND TURN ON														
0000000368	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/17/2025	03/17/2025	03/17/2025	0.00	0.00
NEW SERVICE-403 WILLOWBEND-DR (MARIO HAS AN INCODE COPY FROM 3/14/25)														
NEW SERVICE TURN ON														

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Work requested														
Action Taken														
Comments														

WO000367	Completed	Non-PM		Landscaping	Parks, Rec & Forestry				Jose Perez	03/15/2025		03/20/2025	0.00	0.00
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Clean up this area around the ditch on Smith road / unsightly (Jody)

area has been cleaned with backhoe

WO000366	Completed	Non-PM		Landscaping	Parks, Rec & Forestry				Jose Perez	03/15/2025		03/20/2025	0.00	0.00
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Clean up this area around the ditch on Smith road / unsightly (Jody)

area has been cleaned with backhoe

WO000365	Citizen Request	Non-PM		Sign Repair/replacement	Streets, Signs & Sidewalks				Jose Perez	03/15/2025			0.00	0.00
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No street sign at this intersection

WO000364	Citizen Request	Non-PM		Sign Repair/replacement	Streets, Signs & Sidewalks				Jose Perez	03/15/2025			0.00	0.00
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Street name sign missing fir Burnet

0000000362	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/13/2025	03/14/2025	03/14/2025	0.00	0.00
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NEW SERVICE

Duplicate work order

0000000363	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/13/2025	03/14/2025	03/14/2025	0.00	100
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Work requested														
Action Taken														
Comments														

NEW SERVICE-TURN ON

New Service- Turn On

0000000361	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/13/2025	03/14/2025	03/14/2025	0.00	0.00
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NEW SERVICE

New service- Turn On

0000000360	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Adan Garza	03/13/2025	03/14/2025	03/14/2025	0.00	0.00
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NOT READING SINCE 2/8/25 ARE THEY STILL OPEN? CHECK THIS OUT.

Meter was unplugged from NodeReplugged Meter to the Node

0000000359	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/13/2025	03/14/2025	03/14/2025	0.00	0.00
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TEMP OFF

Temporarily turned off

0000000358	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/13/2025	03/14/2025	03/14/2025	0.00	0.00
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220 AVENUE D-CHECK FOR LEAK

Pumped out water from both meter boxes no leak at Meter but neighbor's meter had usage I left a door tag as there was no answer at the door

0000000357	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/13/2025	03/14/2025	03/14/2025	0.00	0.00
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215 N BENAVIDES ST # 2 LOCK OUT-CLOSED ACCT USING WATER

Turn off and lock

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Work requested														
Action Taken														
Comments														

0000000356	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/13/2025	03/17/2025	03/17/2025	0.00	0.00
CHECK PRESSURE-SEE ATTACHED FOR INFO-GET WITH LUIS ON VERDICT														
CONDUCT PRESSURE TEST ON METER AND FOUND CITY HAD GOOD PRESSURE NOTIFIED THE OWN HE WILL DIG UP LINE TO RESOLVE HIS ISSUE														

0000000355	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/12/2025	03/13/2025	03/13/2025	0.00	0.00
NEW SERVICE-2225 MCPHERSON DR														
Turn on New Service														

0000000354	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/12/2025	03/13/2025	03/13/2025	0.00	0.00
107 PECANWOOD-CUSTOMER CALLED AND SAID METER BOX IS FULL OF WATER. THIS HAS NOT READ IN SENTRYX SINCE JANUARY-CAN'T TELL HOW BAD THIS MAY BE.														
Replaced gasket at meter														

0000000353	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/12/2025	03/13/2025	03/13/2025	0.00	0.00
202 BONHAM ST LEAK AT METER-NEIGHBOR CALLED IN														
leak at customer side shut-off left Door Tag														

0000000352	Completed	Non-PM	High	Reactive Maintenance	Other	Water Meters			Adan Garza	03/12/2025	03/13/2025	03/13/2025	0.00	0.00
105 BURNET ST-WIRING ISSUE-CALL MIKE AT MUELLER														
Swapped meter for a brand new one METER #- 71218334														

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Work requested														
Action Taken														
Comments														
0000000351	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/12/2025	03/12/2025	03/12/2025	0.00	0.00
413 RIDGECREST DR. TURN OFF & LOCK OUT 2-DAY CUTOFF														
Removed old curbstop and replaced with brand new one to be able to close and lock out														
0000000350	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/12/2025	03/13/2025	03/13/2025	0.00	0.00
CUSTOMER NEEDS WATER ON SO THAT PLUMBER CAN FIND THE LEAK UNDER SINK. PLEASE CALL ROSE IN ADVANCE @ 361-935-6836 SHE WILL MEET YOU OR HAVE THE PLUMBER SCHEDULED TO MEET YOU.														
On on city side off on Customer side left Door Tag no answer from customer														
WO000345	Citizen Request	Non-PM			Pothole	Streets, Signs & Sidewalks			Jose Perez	03/11/2025			0.00	0.00
Please repair spots on South Street between Guadalupe st. and Colorado st.														
WO000346	Citizen Request	Non-PM			Pothole	Streets, Signs & Sidewalks			Jose Perez	03/11/2025			0.00	0.00
Please repair spots on South Street between Guadalupe st. and Colorado st.														
0000000349	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/11/2025	03/13/2025	03/13/2025	0.00	0.00
105 BURNET ST. IDLE WITH CONSUMPTION-LOCK OUT.														
Roel opened curbstop and added plug														
0000000348	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/11/2025		03/10/2025	0.00	0.00
115 W ST. FRANCOIS TURN OFF/LOCK OUT 2-DAY CUTOFF														

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Work requested														
Action Taken														
Comments														
Turn off and lock														
0000000347	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/11/2025		03/10/2025	0.00	0.00
FINAL-TURN OFF/LOCK-2 DAY CUTOFF 102 GOLDENWAY DR														
Turn off and lock														
0000000344	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Meters			Roel Rodriguez	03/11/2025		03/25/2025	0.00	0.00
check meter to see if programmed into sentrix														
WO0000343	Completed	Non-PM	Medium	Improvements	Other	Streets, Signs & Sidewalks			Jose Perez	03/11/2025		03/11/2025	0.00	0.00
sign placement														
handicap sign and customer signs have been placed at city hall														
WO000342	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	03/07/2025		03/20/2025	0.00	0.00
pot hole repair														
potholes were cut out cleaned then filled with cold mix														
There are several pot holes on the North lane of Lasalle Blvd.														
WO000341	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	03/07/2025	03/06/2025	03/06/2025	0.00	0.00
Streets dept. called that there was a hole in the middle of the street with water														
dug the road up to find out that the 1" poly service line had a leak on it used a 1" coupling to fix the leak backfill road repair needed														

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Work requested														
Action Taken														
Comments														

WO000340	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Distribution			Ryan Chapman	03/07/2025	03/06/2025	03/05/2025	0.00	0.00
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Parks dept. called that the soccer field was flooded

Check the area around the soccer field found a spigot that was missing the knob, and it was running turn the water off and replace the spigot

WO000339	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Distribution			Ryan Chapman	03/07/2025	03/05/2025	03/05/2025	0.00	0.00
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Customer called that her yard was flooded

Check around the yard couldn't find the leak, but the meter was running notify the customer she had to call a plumber to find the leak

WO000338	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Distribution			Ryan Chapman	03/07/2025	03/05/2025	03/05/2025	0.00	0.00
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Water was going down the road

Check the meter to find out that customer had a leak on their side turn the water off and left a door tag because nobody answered the door

WO000337	Completed	Non-PM	Medium	Reactive Maintenance	Other	Wastewater Collection			Ryan Chapman	03/06/2025	03/04/2025	03/04/2025	0.00	0.00
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Monterey cafe called that they had sewer issues

Run the sewer jet hose thru the manhole at Evelin and Broadway 180 ft toward the liftstation to clear the line

WO000336	Completed	Non-PM	Medium	Reactive Maintenance	Other	Wastewater Collection			Ryan Chapman	03/06/2025	03/04/2025	03/04/2025	0.00	0.00
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customer called that they were having issues with their sewer

Check the cityside clean out it was empty notify customer that the problem was on his side

WO000335	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Distribution			Ryan Chapman	03/06/2025		03/10/2025	0.00	105
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Work requested														
Action Taken														
Comments														
Customer called that there is water on the front yard														
Dug the grass up to find out that 1" copper line had a leak 3 ft away from the curbstop replace the copper with poly and used a 1" coupling (cts x cts) and a new curbstop to fix the leakBackfill clean up needed														
WO000334	Completed	Non-PM	Medium	Reactive Maintenance	Other	Wastewater Collection			Mario Garza	03/06/2025	03/03/2025	03/03/2025	0.00	0.00
Check the sewer line														
Try to run the run the sewer tape thru the customer's clean out found a blockage inside the property notify the customer that they need to call a plumber to get that fix before we could do anything else														
WO000333	Completed	Non-PM	Medium	Reactive Maintenance	Other	Wastewater Collection			Ryan Chapman	03/06/2025	03/03/2025	03/03/2025	0.00	0.00
Customer called that his clean out was full														
Run the sewer tape thru customers clean out 75 ft to clear the line														
WO000332	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	03/05/2025		03/05/2025	0.00	0.00
pothole														
pothole was cut out cleaned and filled with cold mix														
WO000330	Completed	Non-PM			Pothole	Streets, Signs & Sidewalks			Jose Perez	03/05/2025		03/20/2025	0.00	0.00
Service pot hole fill in and re-pave														
pothole was patched using patch machine														
WO000331	Completed	Non-PM			Pothole	Streets, Signs & Sidewalks			Jose Perez	03/05/2025		03/18/2025	0.00	0.00
Service pot hole fill in and re-pave														
water break was cleaned and patched with patch machine														

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Work requested														
Action Taken														
Comments														
WO000329	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Distribution			Ryan Chapman	03/04/2025	03/01/2025	03/05/2025	0.00	0.00
Customer called there was water at the meter box														
Pump the water out to find out that there was a leak on the customer's side of the meter notify the customer														
WO000328	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Distribution			Ryan Chapman	03/04/2025	03/01/2025	03/05/2025	0.00	0.00
Dairy Queen called that they had no water														
Check the meter it's was off on the curbstop check with meter techs to see if they turn it off they said no turn it back on and check for leaks no one found let them know what the problem was														
WO000327	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Ryan Chapman	03/04/2025	02/28/2025	03/05/2025	0.00	0.00
Customer called that they had sewer problems														
Run sewer tape thru customers clean out 30 ft to clear the line														
WO000326	Closed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Ryan Chapman	02/28/2025	03/03/2025	03/03/2025	0.00	0.00
Police dept. called that they were having sewer issues														
Run the sewer tape thru the customers clean out 60 ft to clear the linemarked and called locates to install city side clean out and repair any problems that we may have 3/3/25 dug the area up to find out that there was a broken bell on the 6' pvc pipe install a cityside clean out where the bell was at Backfill clean up needed														
WO000325	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	02/28/2025		02/28/2025	0.00	0.00
Pot hole														
potholes were cut out cleaned and filled with cold mix														
WO000324	Completed	Non-PM			Pothole	Streets, Signs & Sidewalks			Jose Perez	02/28/2025		03/17/2025	0.00	

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Work requested														
Action Taken														
Comments														

Pothole at the corner of Virginia and South Street. Also on South Street from Virginia to Guadalupe, there are many low spots. Please fill in low spots that garbage truck has made.
use patch truck to patch over areas

WO000323	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	02/27/2025		02/27/2025	0.00	0.00
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pot holes

pot holes were cut out cleaned and filled with cold mix

WO000322	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	02/27/2025		02/27/2025	0.00	0.00
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pot holes

pot holes were cut out cleaned and filled with cold mix

WO000321	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	02/27/2025		02/27/2025	0.00	0.00
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pot holes

pot holes were cut out cleaned and filled with cold mix

WO000320	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	02/27/2025		02/27/2025	0.00	0.00
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potholes

potholes were cut out cleaned and filled with cold mix

WO000319	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	02/27/2025		02/27/2025	0.00	0.00
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Pot hole

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Work requested														
Action Taken														
Comments														
potholes were cut out cleaned and filled with cold mix														
WO000318	Closed	Non-PM	Medium	Inspections	Sewer Backup	Wastewater Collection			Mario Garza	02/27/2025	03/05/2025	03/05/2025	0.00	0.00
Camera sewer line from city cleanout to the main														
camera the line from the cityside clean out to the main found a broken coupling and a belly on the line marked and call locates the area to get dug up 3/5/25 dug the grass up to find out that 4" pvc had a boot that shifted expose the line all the way to the main and replace the boot used a 22 1/2 pvc coupling to realign the line reconnect the serviceClean up needed														
WO000317	Completed	Non-PM	Medium	Improvements	Other	Streets, Signs & Sidewalks			Jose Perez	02/27/2025		03/05/2025	0.00	0.00
speed bumps														
WO000316	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	02/26/2025		02/27/2025	0.00	0.00
pothole														
potholes were cut our cleaned and filled with cold mix														
WO000315	New Work Order	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	02/25/2025			0.00	0.00
Fill pot holes														
Customer reported there are several pot holes along Henry Barber Way														
WO000314	Completed	Non-PM	Medium	Reactive Maintenance	Other	Streets, Signs & Sidewalks			Jose Perez	02/25/2025		03/20/2025	0.00	0.00
Mow and clean debris from area														
used backhoe to clean tall grass														
The piece of the property is on the south side of W. George St. approx. 100 ft west of the intersection of W. George and Arthur St.														
WO000313	Closed	Non-PM	Medium	Reactive Maintenance	Other	Water Distribution			Ryan Chapman	02/25/2025	02/25/2025	02/25/2025	0.00	109

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Work requested														
Action Taken														
Comments														
neighbor called that there was water coming out of the grass														
Dug the grass up to find out that 2" pvc tee was broken turn the water off and replace the teebackfill clean up needed														
WO000312	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Distribution			Ryan Chapman	02/24/2025	02/24/2025	02/24/2025	0.00	0.00
Replace broken hydrant														
Replace the hydrant that the farmer broke a while back														
Dug the area up and expose the main up and replace a section of it connect the new hydrant .Backfillclean up needed														
WO000311	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Distribution			Mario Garza	02/24/2025	02/23/2025	02/23/2025	0.00	0.00
Camp host called that there was a leak on one of the spots														
dug the grass up on spot 39 at the beach to find out that a 3/4" galvanize nipple broke off at a 90 turn the water off and replaced it with pvc reconnect everything back and turn the water back onBackfill														
WO000310	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Distribution			Mario Garza	02/24/2025	02/22/2025	02/22/2025	0.00	0.00
neighbor call that there was water gushing out of the ground														
hydro excavate the grass to expose 3/4' poly service line that had a crack on it cut the poly out and replace it with new one used 2 (cts by cts) couplings to reconnect it backBackfill														
WO000309	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Mario Garza	02/24/2025	02/22/2025	02/22/2025	0.00	0.00
Customer called that she had sewer problem														
Run the cityside clean out 30 ft to clear the line														
WO000308	Completed	Non-PM	Medium	Reactive Maintenance	Other	Streets, Signs & Sidewalks			Jose Perez	02/20/2025		02/20/2025	0.00	0.00
patch														
water break were cut cleaned and filled with cold mix once squared.														

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Work requested														
Action Taken														
Comments														

2 water breaks

WO000307	Closed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Ryan Chapman	02/19/2025	02/14/2025	02/14/2025	0.00	0.00
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customer called that he had sewer problems

Check the cityside cleanout it was empty notify the customer that the problem was on his side

WO000306	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Ryan Chapman	02/19/2025	02/17/2025	02/17/2025	0.00	0.00
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customer called that she had sewer problem

Run the manhole on the corner of Lasalle and E. Leona toward Austin st. 230 ft to clear the main

WO000305	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Distribution			Ryan Chapman	02/19/2025	02/17/2025	02/17/2025	0.00	0.00
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Person called dispatch stating that there was a leak

person who called didn't gave an exact address check all of S Benavides for leaks couldn't find anything leaking called dispatch and notify that if they called again to get an address

WO000304	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	02/19/2025	02/17/2025	02/17/2025	0.00	0.00
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Neighbor called that there was a lot of water on the back yard

check around the meter there was no water walk around the back yard could find nothing pushing but the meter was running knock on the door no one answered left a door hanger

WO000303	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Ryan Chapman	02/19/2025	02/15/2025	02/15/2025	0.00	0.00
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Customer called that sewer was backing up

Run the sewer tape thru cityside clean out 25 ft to clear the line

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Work requested														
Action Taken														
Comments														
WO000302	Citizen Request	Non-PM			Pothole	Streets, Signs & Sidewalks			Jose Perez	02/18/2025			0.00	0.00
Repair potholes along roadway that have been washed out due the rain. I have seen multiple cars fall off in this location into these holes.														
WO000301	Completed	Non-PM	Medium	Reactive Maintenance	Sign Repair/replacement	Streets, Signs & Sidewalks			Jose Perez	02/18/2025		02/18/2025	0.00	0.00
Repair post and brackets of large destination sign at commerce and railroad														
WO000299	Citizen Request	Non-PM			Pothole	Streets, Signs & Sidewalks			Jose Perez	02/14/2025			0.00	0.00
Pot hole and broken road causes scraping on vehicles. A little further down the road the road curbs are heightened and broken.														
WO000300	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Ryan Chapman	02/14/2025	02/11/2025	02/11/2025	0.00	0.00
Customer call that he had sewer issues														
Check the clean out by the house it was empty notify the customer that there were roots in the clean out that he needs to call a plumber to look at before it becomes a bigger problem														
WO000298	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	02/14/2025	02/11/2025	02/11/2025	0.00	0.00
Customer call that they had no water														
Check the meter it was on check the customer side found a close valve notify the customer														
WO000297	New Work Order	Non-PM	Medium	Preventive Maintenance	Other	Parks, Rec & Forestry			Eddie Tyler	02/14/2025			0.00	0.00
inspect bayfront cabana roof shingles														

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Work requested														
Action Taken														
Comments														
WO000296	Completed	Non-PM	Medium	Reactive Maintenance	Other	Wastewater Collection			Ryan Chapman	02/10/2025	02/09/2025	02/09/2025	0.00	0.00
Customer called that there was sewer problem														
Ask customer if he had a clean out to where i could check the sewer on the outside he said no i told him that with out one there is nothing i can do														
WO000295	New Work Order	Non-PM	Medium	Reactive Maintenance	Other	Wastewater Collection			Ryan Chapman	02/10/2025	02/08/2025	02/08/2025	0.00	0.00
customer called that she's having sewer issues														
Run sewer jet hose thru the manhole at 505 Charlotte 400 ft to try and clear the main it didn't clear. Marked the area at 323														
Charlotte and called locates dug the grass up to find out that the 6" clay main was collapse next to a tap dug around the main and replace 6 ft of pipe with pvc made a new tap and reconnect the service.														
Backfill clean up needed														
WO000294	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Distribution			Ryan Chapman	02/10/2025	02/10/2025	02/10/2025	0.00	0.00
replace the broken hydrant														
Dug the grass up to replace old broken hydrant Backfill clean up needed														
WO000293	Completed	Non-PM	Medium	Reactive Maintenance	Other	Wastewater Collection			Ryan Chapman	02/10/2025	02/11/2025	02/11/2025	0.00	0.00
Repair cityside clean out														
Dug down the line and repair broken clean out														
WO000292	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Ryan Chapman	02/10/2025	01/15/2025	01/15/2025	0.00	0.00
Customer called that they are having sewer issues														
check clean outside the house it was empty notify customer that the problem was inside the house														

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Work requested														
Action Taken														
Comments														

WO000291	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Ryan Chapman	02/10/2025	01/16/2025	01/16/2025	0.00	0.00
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Customer is having sewer issues

Check customers clean out next to the house it was empty notify costumer that problem inside the house

WO000290	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	02/10/2025	01/16/2025	01/16/2024	0.00	0.00
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Water is coming from under the cleaning table at the Lighthouse Beach

turn the water off under the pier and replace a broken stainless steel coupling that was leaking

WO000289	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Distribution			Ryan Chapman	02/10/2025	02/05/2025	02/05/2025	0.00	0.00
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Customer called that there was water in the front yard

Dug the yard up to find out that 3/4" poly was leaking at a coupling cut the coupling off and replace 2 feet of poly used 2 (cts by cts) coupling to reconnect it back Backfill clean up needed

WO000288	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	02/10/2025	02/10/2025	02/10/2025	0.00	0.00
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Customer called that theres water on the ditch

Check the ditch for water follow it back to find out that the meter was leaking on the property next to this address knock on the door no one answered left a door tag

WO000287	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	02/10/2025	01/31/2025	01/31/2025	0.00	0.00
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Customer called that she lost water pressure all the sudden

Check her faucet and the neighbor to find out that there was no water at all went to check the valve that feeds that block found it broken close. Marked the area and call locates on it dug the road up and replace the 2" gate valve with a 2" ball valve backfill road repair needed

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Work requested														
Action Taken														
Comments														

WO000286	Completed	Non-PM	Medium	Reactive Maintenance	Other	Wastewater Collection			Ryan Chapman	02/10/2025	01/03/2025	01/03/2025	0.00	0.00
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Customer called that he was having sewer issues

Run the customers clean out 30 ft with the sewer jet hose hose was getting stuck on something.

Hydro excavated the are to

find out that 4' clay pipe was broken on a 90 replace the 90 and install a cityside clean out reconnect it back with 2 (pvc by clay) bootsBackfill

WO000285	Citizen Request	Non-PM			Pothole	Streets, Signs & Sidewalks			Jose Perez	02/09/2025			0.00	0.00
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Bayfront asphalt is in terrible condition near the pavillon. Needs to be repaired and smoothed out. Is currently a tripping hazard.

0000000284	Citizen Request	Non-PM			Other				Eddie Tyler	02/09/2025			0.00	0.00
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Repair walking trail lights. Many lights do not turn on when the sun goes down,

WO000283	Completed	Non-PM			Pothole	Streets, Signs & Sidewalks			Jose Perez	02/09/2025		03/17/2025	0.00	0.00
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Super huge pothole

Pot hole is on private property

WO000282	Completed	Non-PM			Pothole	Streets, Signs & Sidewalks			Jose Perez	02/09/2025		03/17/2025	0.00	0.00
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Pothole corner of Virginia and E. South St. multiple other low spots in the road all the way from Virginia to South Guadalupe.

potholes have been patched using patch machine

WO000281	Completed	Non-PM			Pothole	Streets, Signs & Sidewalks			Jose Perez	02/09/2025		03/17/2025	0.00	0.00
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Refill Pothole

not a pothole its a sewer manhole cover

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Work requested														
Action Taken														
Comments														
not a pothole its a sewer man hole cover														
WO000280	Completed	Non-PM		Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	02/09/2025		03/17/2025	0.00	0.00
Repair huge pothole at PD entrance														
pothole has been cut out cleaned and filled with cold mix.														
WO000279	Completed	Non-PM		Custodial		Parks, Rec & Forestry			Jose Perez	02/09/2025		02/11/2025	0.00	0.00
Have someone pick up broken clay pot by drive thru														
Street department sent Armando and he searched intire area and picked up what ever was there														
WO000278	Completed	Non-PM			Pothole	Streets, Signs & Sidewalks			Jose Perez	02/09/2025		03/17/2025	0.00	0.00
A couple potholes at Private road where it meets SH238														
potholes were patched using patch machine														
WO000277	Completed	Non-PM			Pothole	Streets, Signs & Sidewalks			Jose Perez	02/09/2025		02/27/2025	0.00	0.00
Pothole next to hospital on Ash														
pothole was cut, cleaned out and filled with coldmix														
WO000276	Completed	Non-PM	Medium	Reactive Maintenance	Other	Wastewater Collection			Ryan Chapman	02/07/2025	01/30/2025	01/30/2025	0.00	0.00
customer called that he was having sewer issues														
run the sewer jet hose thru customers clean out 60 several times couldn't get him clearmarked the area and called locates dug the area up on the easement to find out that the 4" clay pipe was full of roots and broken on a bell replace the clay with pvc and install a cityside clean out backfill clean up needed														
WO000275	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Ryan Chapman	02/07/2025	01/29/2025	01/29/2025	0.00	116

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Work Requested														
Action Taken														
Comments														

Customer called that they were having sewer issues

Run the sewer jet hose thru the manhole on South st 15 ft and started to pull mud marked the area and called located dug the 4" concrete line from the manhole toward the address and replace 40 ft of it reconnect it to the existing pvc pipe on the ground and at the manhole backfill clean up needed

WO000274	Completed	Non-PM	Medium	Reactive Maintenance	Other	Wastewater Collection			Ryan Chapman	02/07/2025	01/26/2025	01/26/2025	0.00	0.00
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customer called that they were having sewer issues

run the sewer tape thru the customers clean out couldn't get them clearedug the line up at the easement to find out that the 4" clay pipe was broken under a tree rerouted the line around the tree and install a cityside clean out reconnect the line with 2 (pvc by pvc) bootsbackfill clean up needed

WO000273	Completed	Non-PM	Medium	Reactive Maintenance	Other	Wastewater Collection			Ryan Chapman	02/07/2025	01/26/2025	01/26/2025	0.00	0.00
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customer called that the restaurant sewer was backed up

Run the sewer jet hose thru the customers clean out 40 ft to clear the line grease came out of the line

WO000272	Completed	Non-PM	Medium	Reactive Maintenance	Other	Wastewater Collection			Ryan Chapman	02/07/2025	01/25/2025	01/25/2025	0.00	0.00
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customer called that they had sewer issues

Run the sewer tape 20 ft thru the cityside clean out told the customer we were gonna put them on the list to repair the line2/24/25 dug the road up to find that 4" clay pipe had a section of it broken replace 3 ft of pipe used 2 (clay by pvc) boots to reconnect the line backroad repair needed

WO000271	Closed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	02/07/2025	01/25/2025	02/04/2025	0.00	0.00
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Customer called of possible leak under the driveway

check the are water was pushing from underneath the driveway marked and called locates on it.Saw cut the driveway and replace the 2" cast iron main under the driveway replace 25 ft of main used 2 dressers to reconnect the line backfill clean up needed

WO000270	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	02/07/2025	01/09/2025	01/09/2025	0.00	0.00
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Customer called that there was water draining down the road

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Work requested														
Action Taken														
Comments														

pump the meterbox out to find out that we had a leak the meter turn the water of and replace the gasket to fix the problem reconnect the service

WO000269	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	02/07/2025	01/18/2025	01/18/2025	0.00	0.00
Customer called that there was water on the meterbox														
Pump the water out to find out that 3/4" poly had a small pin hole in it install a coupling to fix the problem														

WO000268	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	02/07/2025	01/18/2025	01/18/2025	0.00	0.00
Customer called that there was water on the meter box														
pump the water out and find out that the leak was on the customer side notify him about it														

WO000267	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Ryan Chapman	02/07/2025	01/17/2025	01/17/2025	0.00	0.00
Customer was having sewer issues														
run the sewer tape thru cityside clean out 10 ft to clear the line														

WO000266	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Ryan Chapman	02/07/2025	01/18/2025	01/18/2025	0.00	0.00
customer was having sewer issues														
run sewer jet hose thru cityside clean out 40 ft to clear the line 1/30/25 issues again run the sewer jet hose thru the cityside clean 40 ft to clear the line 2/4/25 dug the road up to find ou that 4" sewer tap was not aligning with the service line coming from the house cut the line up and align it backfill road repair needed														

WO000265	Closed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection	Ryan Chapman	02/07/2025	01/14/2025	01/14/2025	0.00	0.00
Customer had called that they were having sewer issues												
Dug up the grass to find out that 4" clay service line had roots in it replace 3 ft of line and reconnect it back with 2 boots (pvc to clay)										Backfill		
Clean up needed												

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

WO000264	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Ryan Chapman	02/07/2025		02/07/2025	0.00	0.00
customer called that they were having sewer problems														
Run the sewer tape 15 ft thru cityside clean out got it clear told customer we were gonna schedule and fix the problem at the line														

WO000263	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	02/07/2025	01/11/2025	01/11/2025	0.00	0.00
customers call that they had no water pressure														
hydro excavated the grass to find out that 2" cast iron pipe had a hole in it turn the water off and replace 2 ft of pipe used 2 dressers to reconnect it back. Backfill clean up needed														

WO000262	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Ryan Chapman	02/07/2025	01/10/2025	02/07/2025	0.00	0.00
Customer called that she was having drain issues														
Run the sewer jet hose thru the clean out in the middle of the easement toward Deshazor lift station 75 ft to clear the line														

WO000261	Completed	Non-PM	Medium	Reactive Maintenance	Other	Wastewater Collection			Ryan Chapman	02/07/2025	01/08/2025	02/07/2025	0.00	0.00
Replace broken sewer line.														
Dug the back easement to find out that 4" concrete pipe was full of roots Replace 10 ft of it with pvc install 2 (pvc by pvc) boots to reconnect the line Backfill Clean up needed														

WO000260	Closed	Non-PM	Medium	Reactive Maintenance	Other	Wastewater Collection			Ryan Chapman	02/07/2025	01/02/2025	02/07/2025	0.00	0.00
Customer called that his sewer was backed up														
Run the sewer tape thru customer's clean out 50 ft couldn't get it clear told customer that he needed to call a plumber because problem was inside the property. Mark the area on the front easement to install cityside clean out 1/7/25 dug the grass up and install a cityside clean out Backfill Clean up needed														

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														
WO000259	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	02/07/2025	01/24/2025	02/07/2025	0.00	0.00
A lot of water was coming out of the road and the road was crack														
Dug the road up to find out that 6" cast iron pipe had a hole in it used a clamp to fix the problem Backfill! Clean up needed Road repair needed														
WO000258	Completed	Non-PM	Medium	Reactive Maintenance	Dress up (utility)	Water Distribution			Mario Garza	02/03/2025	02/04/2025	02/07/2025	0.00	0.00
Clean up														
Took some sand to level off the low spot on his backyard														
WO000257	Completed	Non-PM	Medium	Improvements	Water Tap	Water Distribution			Ryan Chapman	02/03/2025	02/04/2025	02/07/2025	0.00	0.00
locate water and sewer taps														
Locate the water and sewer and mark their meter box and sewer clean out														
WO000256	Completed	Non-PM	Medium	Improvements	Water Tap	Water Distribution			Ryan Chapman	02/03/2025	02/04/2025	02/07/2025	0.00	0.00
locate water and sewer services														
Locate the water and sewer and mark their water meter and sewer clean out														
WO000255	Closed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Mario Garza	01/24/2025	01/24/2025	02/07/2025	0.00	0.00
Repair Leak														
Dug up the grass to find out that 6" clamp was leaking turn the water off and replace it Backfill! Clean up needed														
Leak at the corner of Benavides and Ash														
WO000254	New Work Order	Non-PM	Medium	Improvements	Other	Streets, Signs & Sidewalks			Jose Perez	01/23/2025			0.00	0.00
Ditch cleaning														

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

WO000253	Completed	Non-PM	Medium	Reactive Maintenance	Curb Repair	Streets, Signs & Sidewalks			Jose Perez	01/22/2025		04/02/2025	0.00	0.00
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Curb needs to be reset

Curb was lowered and back filled with lime stone then seal coated

WO000252	Completed	Non-PM		Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	01/19/2025	01/20/2025	01/19/2025	0.00	0.00
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401 Sunnydale Leak at the meter

Pump the water out of the meter box to find a small leak at the meter tight the curbstop more to stop the leak

WO000251	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Ryan Chapman	01/19/2025	12/27/2024	01/19/2025	0.00	0.00
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Customer called that sewer was clog up.

Run sewer tape thru cityside clean out 40 ft to clear out the line

WO000250	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Ryan Chapman	01/19/2025	12/17/2024	02/07/2025	0.00	0.00
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Customer called that he was having trouble with his sewer

Run the sewer tape thru customers clean out 60 ft to clear the line

WO000249	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	01/19/2025	12/29/2024	01/19/2025	0.00	0.00
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Customer called that they had no pressure and there was water on the road

Dug the road up to find out that 2" pvc pipe was broken installed a clamp to fix the problem Backfill

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

WO000248	Completed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Ryan Chapman	01/19/2025	01/10/2025	01/19/2025	0.00	0.00
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Customer called that there was a problem on the sewer service line

Dug the grass to find out that 4" concrete sewer line was full of roots and broken Replace 10 ft of pipe and used 2 boots (pvc x pvc) to reconnect it back Backfill Clean up needed

WO000247	Completed	Non-PM	High	Reactive Maintenance	Dress up (Street)	Streets, Signs & Sidewalks			Jose Perez	01/17/2025		01/23/2025	0.00	0.00
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Road Repair in front of drive way

used air blower to clean the area, then dropped cold mix and spread with maintainer.

WO000246	Completed	Non-PM	Medium	Reactive Maintenance	Other	Streets, Signs & Sidewalks			Jose Perez	01/17/2025		01/17/2025	0.00	0.00
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Clean up

Filled hole with a sand and dirt mix and cleaned up area and curve while there

Pulled tree out that was next to meter box couple weeks ago and left a big hole in ground.

WO000245	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	01/17/2025		01/17/2025	0.00	0.00
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Pothole repair

Potholes were cut out cleaned out and filled with cold mix.

Many little potholes down whole street, went from Seadrift to Alcoa.

WO000244	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	01/17/2025		01/17/2025	0.00	0.00
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Pothole repair

Potholes were cut out cleaned and filled with cold mix.

many dep potholes down the whole block.

WO000243	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	01/17/2025		01/17/2025	0.00	122
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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

Pothole repair

potholes were cut out cleaned and filled with cold mix

many potholes on 3rd street close to school, even do there is plans to redo that section we wanted to repair them because being to close to school.

WO000242	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	01/17/2025		01/17/2025	0.00	0.00
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Pothole repair

Potholes have been cut out, cleaned and filled with cold mix.

small potholes at four way stop next to courthouse.

WO000241	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	01/17/2025		01/17/2025	0.00	0.00
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Pothole repair

Pothole has been cut out, cleaned and filled with cold mix.

WO000240	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	01/17/2025		01/17/2025	0.00	0.00
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Pothole repair

Potholes have been cut out cleaned and filled with cold mix.

WO000239	Completed	Non-PM	Medium	Improvements	Other	Streets, Signs & Sidewalks			Jose Perez	01/17/2025		01/17/2025	0.00	0.00
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speed bump

WO000238	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	01/16/2025	12/27/2024	01/19/2025	0.00	0.00
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Customer called that there was water coming out off the grass next to his driveway

Dug up the grass to find out that 1" poly was leaking at a coupling Cut the poly and replace 4" of poly and used 2 (Cts x cts) to reconnect it Clean up needed

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

WO000237	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	01/16/2025	12/27/2024	01/16/2025	0.00	0.00
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Customer call said that there's a puddle on his front yard

Dug the grass up to find out that 3/4" poly was leaking at a coupling Cut the poly and replace 2 ft of it used 2 couplings (cts x cts) to reconnect it Backfill

WO000236	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	01/15/2025	12/20/2024	12/23/2025	0.00	0.00
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Customer call that there was a wet spot on the side of the road

Dug up the road to find out that tap saddle was leaking turn the water off and replace the saddle reconnect the service Backfill Road repair needed

WO000235	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	01/15/2025	12/17/2024	01/15/2025	0.00	0.00
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Customer called that there was water road was soft

Dug up the road to find out that 6" clamp was leaking turn the water off and replace it Backfill

WO000234	Closed	Non-PM	Medium	Reactive Maintenance	Sewer Backup	Wastewater Collection			Ryan Chapman	01/15/2025	01/14/2025	01/15/2025	0.00	0.00
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Repair broken sewer line

Dug the grass up to find out that 4" clay pipe was broken close to the curb remove 4 ft of clay and replace it with pvc used a (pvc to clay) boot to reconnect it Back fill clean up needed

WO000233	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	01/15/2025	12/16/2024	01/15/2025	0.00	0.00
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Customer calls that there was a lot of water around his trailer

Dug the grass up to find out that clamp was leaking next to the trailer turn the water off and replace it Backfill

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

WO000232	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	01/15/2025	11/27/2024	01/15/2025	0.00	0.00
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Customer called that there was a wet spot on the yard

Dug the grass up to find out that 6" cast iron main had a hole in it used a clamp to fix the problem

WO000231	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	01/15/2025	12/07/2024	01/15/2025	0.00	0.00
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Customer called that there was water leak on the backyard

Check the backyard and found the they had a broken line behind the apartment turn the water off and left a door tag

WO000230	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	01/15/2025	12/08/2024	01/15/2025	0.00	0.00
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Customer called that they had low pressure

Check the area for any leaks disconnected his meter it had good pressure notify customer that the problem was on his side

WO000229	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Distribution			Ryan Chapman	01/15/2025	12/08/2024	02/10/2025	0.00	0.00
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Customer call that there was water gushing out of the road

Dug the road up to find out the leak was further up on the property repair the broken 2" cast iron pipe with a clamp Backfill/Clean up and road repair needed

WO000227	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	01/15/2025	12/11/2024	01/15/2025	0.00	0.00
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Customer call that there was water around the meter box

Pump the water out of the meter box and find out that the leak was on the customer's side notify the customer

WO000228	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	01/15/2025	12/11/2024	01/19/2025	0.00	125
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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														
Customer call that there was water around the meter box														
Pump the water out of the meter box and find out that the leak was on the customer's side notify the customer														

WO000226	Completed	Non-PM	Medium	Reactive Maintenance	Water Leak	Water Distribution			Ryan Chapman	01/15/2025	12/12/2024	02/10/2025	0.00	0.00
Check what was leaking on the road														
Hydro excavate the road to find out that 3/4" poly was leaking at the corporation turn the water off and replace 4 ft of poly used a (cts by cts) coupling to reconnect the service Road repair needed														

WO000225	Completed	Non-PM	Medium	Reactive Maintenance	Other	Water Distribution			Ryan Chapman	01/15/2025	12/10/2024	02/10/2025	0.00	0.00
Replace broken hydrant														
Replace broken hydrant														

WO000224	Completed	Non-PM	Medium	Improvements	Other	Streets, Signs & Sidewalks			Jose Perez	01/13/2025		01/14/2025	0.00	0.00
speed bumps														
Installed speed bumps														

WO000223	Completed	Non-PM	Medium	Improvements	Other	Streets, Signs & Sidewalks			Jose Perez	01/10/2025		01/13/2025	0.00	0.00
speed bumps														
speed bumps were installed														

WO000222	New Work Order	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	01/09/2025			0.00	0.00
Repair potholes														

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														
WO000221	Completed	Non-PM	Medium	Improvements	Other	Streets, Signs & Sidewalks			Jose Perez	01/08/2025		01/08/2025	0.00	0.00
speed bumps														
speed bumps have been installed where they been told.														
WO000220	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	01/07/2025		01/08/2025	0.00	0.00
pothole														
pothole was cut out cleaned then filled with coldmix														
WO000219	Completed	Non-PM	Medium	Reactive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	01/07/2025		01/07/2025	0.00	0.00
pothole														
pothole were cutout cleaned then filled with cold mix														
WO000218	Completed	Non-PM	Medium	Preventive Maintenance	Pothole	Streets, Signs & Sidewalks			Jose Perez	01/07/2025		01/07/2025	0.00	0.00
pothole repair														
pothole was cut out, cleaned out and filled with cold mix.														
WO000217	Completed	Non-PM	Medium		Other	Streets, Signs & Sidewalks			Jose Perez	01/06/2025		01/07/2025	0.00	0.00
needs rock														
Area was filled with concrete and dirt before placing rock on seawall, there was low tide so went and used bags of sakrete and placed underneath seawall to help prevent future openings.														
check seawall for openings and add rock where needed.														

Records Selected: 226

Total Cost \$ Total Hrs

0.00

127

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

Report Parameters

Filter:

Search:

Advanced Filters: [Originated] Between '01/01/2025' And '03/31/2025'

Tags:

COMMUNICATION

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

INFORMATION:

VEDC Update for Port Lavaca MAY COUNCIL MEETING

VEDC Staff has scheduled recurring monthly update meeting with City Manager.

Residential

- Residential Incentives Draft – still pending (Council).
- VEDC Staff attended a meeting regarding creating a TIRZ (Tax Increment Reinvestment Zone)
- VEDC Staff and Developer sat with the City Manager and identified some prospective properties. VEDC has sent more information.

Marketing

- VEDC will be having some photos done soon to compliment the web page.
 - Photos will include both an “industrial” look and a retail look.
- VEDC moved to a new provider to pull MLS listings so they should populate. Staff will manually add properties not listed.
- VEDC staff has provided City Manager with a draft of guidelines regarding Port Lavaca becoming a certified “Film Friendly City”. These guidelines are being reviewed by legal and then will be take to City Council for approval.
 - VEDC staff will meet with Tania to discuss and take photos of locations to submit to the State for the Film Friendly website.

Business

- The VEDC staff has reached out to a combined (breakfast/lunch) concept sit down restaurant to have a discussion with them opening in Port Lavaca.
- VEDC to speak to a local restaurant regarding possible expansion to Port Lavaca.
- VEDC staff followed up with potential retailers and will update when we have better information.
- VEDC Staff has plans to meet with the Chamber in the next two weeks to schedule meetings with business owners/ roundtable discussion and publish a plan for 2025.
- VEDC staff will be conducting BRE visits with industrial clients in the next couple of months.
- VEDC staff attending Select USA, a summit for Foreign Direct Investment.

Projects

All projects will be updated by VEDC President during quarterly meetings, or if requested earlier. Projects in the area benefit the region.

MARK THE DATE- Next Semi-Annual meeting will be held May 22nd from 2-4 pm. Location: Calhoun Port Authority. Council members are invited and should have received email invitations.

COMMUNICATION

SUBJECT: Receive Quarterly City Investment Report for 01.01.2025 thru 03.31.2025

INFORMATION:

City of Port Lavaca
Quarterly Investment Report
 01/01/2025 - 03/31/2025

Purchase Date	Maturity Date/Days	CUSIP	% of Portfolio	Security or Type	Principal	Interest	12/31/2024	3/31/2025	Yield	Bench Mark 6 mo. T-Bill	Par Value	Market Value	Accrued Interest	Date Sold	Paid Interest
			5%	<u>Demand Deposits</u>											
N/A	N/A			Payroll			\$ 10,512	\$ 11,028	0.0000%		\$ 11,028	\$ 11,028			\$ -
				First National Bank											
N/A	N/A			Pooled Cash			\$ 1,842,627	\$ 1,493,707	1.5000%		\$ 1,493,707	\$ 1,493,707			\$ 8,691
				First National Bank											
N/A	N/A			Fireman's Retirement			\$ 350	\$ 50	0.0000%		\$ 50	\$ 50			\$ -
				First National Bank											
N/A	N/A			Checking			\$ -	\$ -	0.0000%		\$ -	\$ -			\$ -
				First National Bank											
N/A	N/A			Events			\$ 1	\$ 1	0.0000%		\$ 1	\$ 1			\$ -
				First National Bank											
N/A	N/A			Parks Donation			\$ 5,080	\$ 5,085	0.0000%		\$ 5,085	\$ 5,085			\$ -
				First National Bank											
			95%	<u>Local Government Investment Pools</u>											
N/A	42 *			Consolidated Cash			\$ 13,044,191	\$ 13,189,477	4.4641%	4.0800%	\$ 13,189,477	\$ 13,187,604			\$ 145,286
				Logic											
N/A	42 *			Series 2022 Capital Projects			\$ 5,159,284	\$ 4,716,015	4.4641%	4.0800%	\$ 4,716,015	\$ 4,715,345			\$ 56,731
				Logic											
N/A	42 *			Series 2024 Capital Projects			\$ 13,558,257	\$ 11,186,442	4.4641%	4.0800%	\$ 11,186,442	\$ 11,184,853			\$ 128,184
				Logic											
Total Investments							\$ 33,620,302	\$ 30,601,804	4.2995%	Average	\$ 30,601,804	\$ 30,597,673	\$ -		\$ 338,893

* Weighted Average Maturity

Total Interest for January 1, 2025 through March 31, 2025

These Investments are in compliance with the City of Port Lavaca's Investment Policy.

Brittney Hogan

Brittney Hogan
 Finance Director

04/03/2025

Date

COMMUNICATION

SUBJECT: Canvass returns of the May 03, 2025 City of Port Lavaca General Officers Election. Presenter is Mayor Whitlow

INFORMATION:

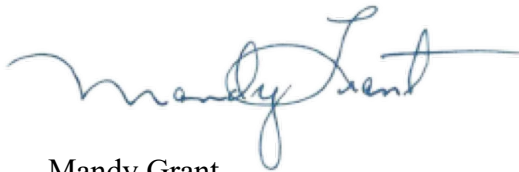
UNOFFICIAL ELECTION COUNT

General Election of Council Members in and for
the City of Port Lavaca, Texas

May 03, 2025

- One Council Member, Single District Five (5), for a term of 3 years.

Candidate	Early Voting	Election Day	Total Votes
Jim Ward	64	26	90
Rose Bland-Stewart	84	34	118
Total Ballots Cast	148	60	208



Mandy Grant,
City Secretary
mgrant@portlavaca.org
Bus: 361-552-9793 Ext. 230
Fax: 361-552-7933

City of Port Lavaca
202 N. Virginia Street
Port Lavaca, Texas 77979
www.portlavaca.org

COMMUNICATION

SUBJECT: Consider Resolution No. R-051225-1E certifying the May 03, 2025 General Election returns and declaring candidates elected. Presenter is Mandy Grant

INFORMATION:

RESOLUTION NO. R-051225-1E

WHEREAS, the returns of the May 03, 2025 election were canvassed at the regular city council meeting held on Monday, May 12, 2025, at 6:30 p.m., with the following results:

COUNCIL MEMBER, SINGLE DISTRICT FIVE (5) for a term of three (3) years

Candidate	Early Voting	Election Day	Total Votes
Rose Bland-Stewart	84	34	118
Jim Ward	64	26	90
Total Ballots Cast	148	60	208

WHEREAS, there came on to be considered the returns of an election held the 3rd day of May, 2025, for the purpose of electing the hereinafter named officials; and

WHEREAS, it appearing from said returns duly and legally made, that two hundred eight (208) valid ballots were cast; and

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

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

THAT, Rose Bland-Stewart was duly elected Council Member, District Five (5) of the City of Port Lavaca, Texas, at said election, and is hereby declared duly elected to said office, subject to executing the Statement of Officer and taking the Oath of Office as provided by the laws of the State of Texas.

PASSED AND APPROVED on this 12th day of May, 2025.

Jack Whitlow, Mayor

ATTEST:

Mandy Grant, City Secretary

RESOLUCIÓN NÚMERO R-051225-1E

(CONSIDERANDO QUE, los resultados de las elecciones del 03 de mayo de 2025 fueron escrutados en la reunión ordinaria del concejo municipal celebrada el lunes 12 de mayo de 2025 a las 6:30 p.m., con los siguientes resultados):

MIEMBRO DEL CONSEJO, DISTRITO ÚNICO CINCO (5)
por un término de tres (3) años

<i>(Candidato)</i>	<i>(Votando Temprano)</i>	<i>(Dia de Elección)</i>	<i>(Votos Total)</i>
Rose Bland-Stewart	84	34	118
Jim Ward	64	26	90
Número total de votos	148	60	208

CONSIDERANDO QUE, se consideraron los resultados de una elección celebrada el día 3 de mayo de 2025, con el propósito de elegir a los funcionarios que se mencionan en lo sucesivo; y

CONSIDERANDO QUE, apareciendo de dichas declaraciones debida y legalmente hechas, que se emitieron doscientas ocho (208) boletas válidas; y

CONSIDERANDO que cada uno de los candidatos en dicha elección recibió los votos antes expuestos:

AHORA, POR LO TANTO, RESUÉLVASE POR EL CONCEJO MUNICIPAL DE LA CIUDAD DE PORT LAVACA, TEXAS:

QUE, Rose Bland-Stewart fue debidamente elegido Miembro del Concejo, Distrito Cinco (5) de la Ciudad de Port Lavaca, Texas, en dicha elección, y por la presente se declara debidamente elegido para dicho cargo, sujeto a la ejecución de la Declaración de Oficial y a la toma de Juramento del Cargo según lo dispuesto por las leyes del Estado de Texas; y

APROBADO a los 12 días del mes de mayo de 2025.

 Jack Whitlow, Alcalde

ATESTIGUAR:

 Mandy Grant, Secretaria de la Ciudad

COMMUNICATION

SUBJECT: Administer Oaths of Office and issue Certificates of Election to newly elected officials to the Port Lavaca City Council to-wit: Rosie Padron representing District 4; and Rose Bland-Stewart representing District 5; to each serve a new term of three (3) years. Presenter is Mandy Grant

INFORMATION:

COMMUNICATION

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

INFORMATION:

COMMUNICATION

SUBJECT: Consider appointment/reappointment of member(s) to the Port Commission to fill a vacancy and/or start a new term. Presenter is Jody Weaver

INFORMATION:

CITY OF PORT LAVACA

CC MEETING: **MAY 12, 2025** **AGENDA ITEM #** _____

DATE: 4/30/2025

TO: HONORABLE JACK WHITLOW AND CITY COUNCIL MEMBERS

FROM: JODY WEAVER., INTERIM CITY MANAGER

subject: APPOINTMENT/REAPPOINTMENT OF PORT COMMISSION
MEMBERS

BACKGROUND:

The Port Commission Board has several terms that will expire in June. Port Commission Members seeking reappointment are: Alex Davila, Larry Nichols, Jamie O'Neil and Mike McGuire. Each Commissioner has requested to be reappointed to the Port Commission Board by submitting a letter of interest. There are no term limits established and the full term is for a period of two (2) years.

FINANCIAL IMPLICATIONS:

IMPACT ON COMMUNITY SUSTAINABILITY:

RECOMMENDATION:

Staff recommends approval.

ATTACHMENTS:

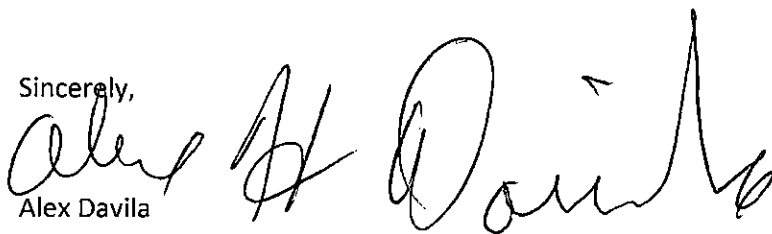
See letters of interest from the Commissioners.

ALEX DAVILA
304 El Camino Real Street
Port Lavaca, TX 77979

May 1, 2025

Please accept this as my application to continue as a member of the Port Lavaca Port Commission.

Sincerely,


Alex Davila

5-2-25



Re: Port Commission Term

From Michael McGuire <mlm1938@winsim.com>

Date Wed 4/30/2025 9:39 AM

To Oralia Munoz <omunoz@portlavaca.org>

Cc Jody Weaver <jweaver@portlavaca.org>; Mandy Grant <mgrant@portlavaca.org>

I would like to apply for another term on the Port Lavaca Port Commission.

Please confirm the receipt of this email.

Michael L McGuire
361 433-5656

On Wed, Apr 23, 2025, 10:38 AM Oralia Munoz <omunoz@portlavaca.org> wrote:

Good morning Mr. McGuire, this email is to inform you that your term as Port Commissioner expires in June of this year. City Council will consider appointments/reappointments to the Port Commission at the May 12th meeting. If you would like to be considered for reappointment to the Port Commission, please send an email expressing your interest in being reappointed, which will be provided to Council in their meeting packet. I must receive the letter/email no later than May 5 to make sure it is included in the Council packet. Thank you and have a good day.

Oralia G. Munoz

City of Port Lavaca -

Ports and Harbors

202 N. Virginia St.

Port Lavaca, Texas 77979

361-552-9793 Ext. 229

Email: omunoz@portlavaca.org

Oralia Munoz

From: James O'Neil/FTTRIN <JamesO@ftpc.fpcusa.com>
Sent: Wednesday, April 23, 2025 11:42 AM
To: Oralia Munoz
Cc: Jody Weaver
Subject: Re: Port Commission Term

Thank you for the email,

I would like the opportunity to be considered for reappointment to Port Commission for city of Port Lavaca.

Thank you,
James O'Neil

Sent via the Samsung Galaxy S21 5G, an AT&T 5G smartphone
Get [Outlook for Android](#)

From: Oralia Munoz <omunoz@portlavaca.org>
Sent: Wednesday, April 23, 2025 10:38:51 AM
To: jameso@ftpc.fpcusa.com <jameso@ftpc.fpcusa.com>
Cc: Jody Weaver <jweaver@portlavaca.org>
Subject: Port Commission Term

CAUTION: This email originated from an External Source. Do not click links or open attachments unless you recognize the sender and know the content is safe.

- IT/Management Center



Good morning Mr. O'Neill, this email is to inform you that your term as Port Commissioner expires in June of this year. City Council will consider appointments/reappointments to the Port Commission at the May 12th meeting. If you would like to be considered for reappointment to the Port Commission, please send an email expressing your interest in being reappointed, which will be provided to Council in their meeting packet. I must receive the letter/email no later than May 5 to make sure it is included in the Council packet. Thank you and have a good day.

Oralia G. Munoz
City of Port Lavaca -
Ports and Harbors
202 N. Virginia St.
Port Lavaca, Texas 77979
361-552-9793 Ext. 229

Oralia Munoz

From: Larry Nichols <lwn2016@yahoo.com>
Sent: Tuesday, April 29, 2025 10:23 AM
To: Oralia Munoz
Subject: Re: Port Commission Term

Mayor and Council, I am interested and willing to continue to serve on the Port Commission for another term. Larry W. Nichols

Sent from Yahoo Mail. [Get the app](#)

On Wednesday, April 23, 2025 at 10:39:51 AM CDT, Oralia Munoz <omunoz@portlavaca.org> wrote:

Good morning Mr. Nichols, this email is to inform you that your term as Port Commissioner expires in June of this year. City Council will consider appointments/reappointments to the Port Commission at the May 12th meeting. If you would like to be considered for reappointment to the Port Commission, please send an email expressing your interest in being reappointed, which will be provided to Council in their meeting packet. I must receive the letter/email no later than May 5 to make sure it is included in the Council packet. Thank you and have a good day.

Oralia G. Munoz

City of Port Lavaca -

Ports and Harbors

202 N. Virginia St.

Port Lavaca, Texas 77979

361-552-9793 Ext. 229

Email: omunoz@portlavaca.org



FW: Serving on the Port commission board

From Jody Weaver <jweaver@portlavaca.org>

Date Sun 5/11/2025 3:29 PM

To Jack Whitlow <jwhitlow@portlavaca.org>

Cc Anne Marie Odefey <amo@portlavacalaw.com>; Mandy Grant <mgrant@portlavaca.org>

THIS IS BEING SENT TO ALL COUNCIL (THOSE EFFECTIVE AFTER THE SWEARING IN OF NEW COUNCILPERSONS) VIA BCC

I just received this email from Jim Ward requesting consideration for his appointment to the Port Commission Monday night.

Jody

-----Original Message-----

From: jim ward <jaybo1491@gmail.com>

Sent: Sunday, May 11, 2025 3:24 PM

To: Jody Weaver <jweaver@portlavaca.org>

Subject: Serving on the Port commission board

I would like to be considered for appointment to the Port Lavaca Port Commission to serve a two year term. While on the City Council, I attended many meetings of the Port Commission and remained informed about issues of concern for our Ports and Harbors. I would like the opportunity to continue to serve this community in this capacity as a Port Commissioner and work with the other commissioners to provide informed common sense recommendations to the City Council.

Jim Ward Sent from my iPhone



Port Commission Board

From jsmith@konnorscourt.com <jsmith@konnorscourt.com>

Date Sun 5/11/2025 1:28 PM

To Jody Weaver <jweaver@portlavaca.org>

Dear Mrs. Weaver,

My name is Jerry Smith. I live at 401 S Commerce St., Apt A-1. I am a lifelong resident of the City of Port Lavaca.

I was honored to have served 9 years on the Port Lavaca City Council. I would respectfully ask to be considered for a position on the Port Commission Board.

I have always loved my city and feel this would be a way in which I can give back to the community.

Thank you,

Jerry D Smith

COMMUNICATION

SUBJECT: Receive annual Police Department Activity Report for 2023-2024. Presenter is Colin Rangnow

INFORMATION:



ANNUAL REPORT 2023-2024

Port Lavaca Police Department

Chief Colin Rangnow

(361) 552-3788

crangnow@portlavaca.org

201 N Colorado



Mission:

The mission of the Port Lavaca Police Department is to provide for the protection of lives and property, preserve the public peace, and provide needed community services with the highest level of professionalism and ethical standards effectively and efficiently.

Core Values:

Integrity: The Port Lavaca Police Department is built upon a foundation of ethical and professional conduct. We are committed to the highest level of moral principles and ethics. All members of the department will adhere to the Law Enforcement Code of Ethics.

Honesty: We will be always truthful and trustworthy.

Fairness: We are committed to equal application of the law to offenders and members of the public as well as the equal application of rules and regulations to all members of the department.

Courage: We are dedicated to meeting all challenges with the courage needed to accomplish our mission.

Compassion: We understand our role as community caretakers and temper our application of the law with compassion and empathy.

Port Lavaca Police Department Objectives:

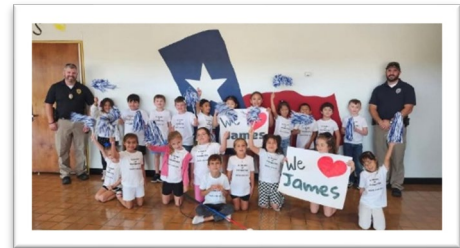
- Protect and serve the community
- Pursue justice for all individuals
- Maintain public order
- Manage public safety



Port Lavaca Police Department Business Goals

Accomplishments 2023-2024 Business Plans (Objectives)

1. Centralized/combined dispatch center (County wide effort)
2. Explored accreditation program through TPCA
3. Subscribed to Virtual Academy for policies, FTO training and accreditation
4. Received TML Excellence Award for “Lil Cop in the Shops”
5. Received 1st place and People’s Choice Award for PL Christmas Parade



Port Lavaca Police Department Five Year Plan

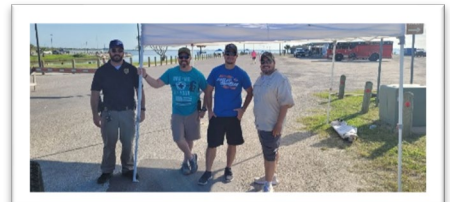
1. Training facility with firearms range
2. Mental Health response team (County wide effort)
3. Civilian Academy
4. Youth Program
5. Law enforcement conferences at the Bauer Center
6. Emergency response team capable of assisting industry
7. Department Accreditation through Texas Police Chiefs’ Association



Port Lavaca Police Department Performance Measures

Performance Measures 01/01/2023 – 12/31/2023

- Number of community programs/events attended – 146
- Number of training hours – 2,064
- Total number of called for service – 13,542
- Number of officer-initiated calls – 5,280
- Number of traffic citations – 543
- Number of warnings – 1671
- Number of motor vehicle accidents worked by patrol – 168
- Average response time to calls in minutes – 3:22
- Number of case reports – 847
- Number of cases assigned to CID – 425
- Number of cases cleared by arrest – 285



Performance Measures 01/01/2024 – 12/31/2024

- Number of community programs/events attended) – 148 (+2)
- Number of training hours – 4296 (+2,232)
- Total number of called for service – 13,165 (-377)
- Number of officer-initiated calls - 6,892 (+1,612)
- Number of traffic citations – 863 (+320)
- Number of warnings – 4,027 (+2,356)
- Number of motor vehicle accidents worked by patrol -157 (-11)
- Average response time to calls in minutes - 3:20
- Number of case reports - 972 (+125)
- Number of cases assigned to CID - 302 (-123)
- Number of cases cleared by arrest – 157 (-128)

Type A Offenses



Offenses reported and investigated by the Port Lavaca Police Department. Reported incidents are sent to the Texas Department of Public Safety. Type A offenses are broken into three categories: Crimes against Persons, crimes against Property and crimes against Society.

Group A Offense Trends 01/01/2014 to 12/31/2024



2014 Group A Offense Total - 836

2015 Group A Offense Total - 879

2016 Group A Offense Total - 1,041

2017 Group A Offense Total - 814

2018 Group A Offense Total - 518

2019 Group A Offense Total - 536

2020 Group A Offense Total - 357

2021 Group A Offense Total - 374

2022 Group A Offense Total - 454

2023 Group A Offense Total - 346

2024 Group A Offense Total - 347

Group A Offenses 2023



Agency: PORT LAVACA PD
Offense: Group A Offenses

Offense Trends Report
Beginning Date: 01/01/2023 Ending Date: 12/31/2023



Category	Group A Offense Count
2023/Jan	39
2023/Feb	27
2023/Mar	39
2023/Apr	25
2023/May	22
2023/Jun	30
2023/Jul	18
2023/Aug	27
2023/Sep	37
2023/Oct	37
2023/Nov	16
2023/Dec	29
Total	346

Printed On: 04/30/2024 09:19 AM

This report reflects incidents submitted to the Texas Department of Public Safety's Uniform Crime Reporting (UCR) system as applied to your request. UCR is a voluntary program, wherein, participating agencies submit their monthly data by the 10th of the following month or next business day, if the 10th falls on a weekend or holiday. The availability of this data is dependent on local agency timely and accurate submissions, which can be impacted by local agency resource constraints, system updates, and technical issues. As data is submitted, routine data validations are applied to ensure compliance with FBI and state-level reporting guidelines. The UCR data is a 'live' collection; meaning agencies can continue to update their incident data per their investigation findings, when arrests occur, for any corrections needed, and in response to data quality checks. As such, this report is a reflection of all the data currently contained within the TXDPS UCR System at the time of inquiry for the timeframe specified. Due to the active nature of this data, this report may not match data retrieved from the system at a different time of inquiry or data produced in yearly publications. UCR data may not match crime data gathered for other purposes and/or according to different guidelines/criteria.



Group A Offense Report

Printed On: 04/30/2024

Beginning Date: 01/01/2023

Ending Date: 12/31/2023

Page 1 of 1

Agency: PORT LAVACA PD

Offense	Reported in 2023	Reported in 2022	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Murder	0	0	NA	0	0.00%	0.00%	0.00
Negligent Manslaughter	1	0	NA	0	0.00%	1.00%	8.98
Justifiable Homicide	0	0	NA	0	0.00%	0.00%	0.00
Non-consensual Sex Offenses:							
Rape	14	3	366.67%	2	14.29%	14.00%	125.71
Sodomy	0	0	NA	0	0.00%	0.00%	0.00
Sexual Assault with Object	0	0	NA	0	0.00%	0.00%	0.00
Fondling	6	0	NA	0	0.00%	6.00%	53.87
Aggravated Assault	19	20	-5.00%	12	63.16%	19.00%	170.60
Simple Assault	35	20	75.00%	17	48.57%	35.00%	314.29
Intimidation	24	56	-57.14%	8	33.33%	24.00%	215.50
Kidnapping/Abduction	1	0	NA	0	0.00%	1.00%	8.98
Consensual Sex Offenses:							
Incest	0	0	NA	0	0.00%	0.00%	0.00
Statutory Rape	0	0	NA	0	0.00%	0.00%	0.00
Human Trafficking, Commercial Sex Acts	0	0	NA	0	0.00%	0.00%	0.00
Human Trafficking, Involuntary Servitude	0	0	NA	0	0.00%	0.00%	0.00
Crimes Against Persons Total	100	99	1.01%	39	39%	28.9%	897.91
Robbery	2	0	NA	1	50.00%	1.15%	17.96
Arson	0	0	NA	0	0.00%	0.00%	0.00
Extortion/Blackmail	0	0	NA	0	0.00%	0.00%	0.00
Burglary/Breaking & Entering	27	39	-30.77%	3	11.11%	15.52%	242.44
Larceny/Theft Offenses	85	157	-45.86%	22	25.88%	48.85%	763.22
Motor Vehicle Theft	11	17	-35.29%	5	45.45%	6.32%	98.77
Counterfeiting/Forgery	8	12	-33.33%	2	25.00%	4.60%	71.83
Fraud Offense	14	18	-22.22%	5	35.71%	8.05%	125.71
Embezzlement	0	0	NA	0	0.00%	0.00%	0.00
Stolen Property Offenses	1	0	NA	0	0.00%	0.57%	8.98
Destruction Of Property	26	32	-18.75%	3	11.54%	14.94%	233.46
Bribery	0	0	NA	0	0.00%	0.00%	0.00
Crimes Against Property Total	174	275	-36.73%	41	23.56%	50.29%	1562.36
Drug/Narcotic Violations	52	49	6.12%	47	90.38%	72.22%	466.91
Drug Equipment Violations	11	24	-54.17%	5	45.45%	15.28%	98.77
Pornography/Obscene Material	2	0	NA	2	100.00%	2.78%	17.96
Gambling Offenses	0	0	NA	0	0.00%	0.00%	0.00
Prostitution	1	0	NA	0	0.00%	1.39%	8.98
Weapons Law Violation	6	7	-14.29%	6	100.00%	8.33%	53.87
Animal Cruelty	0	0	NA	0	0.00%	0.00%	0.00
Crimes Against Society Total	72	80	-10%	60	83.33%	20.81%	646.43
Total Group "A" Offenses	346	454	-23.79%	140	40.46%	100%	3106.78

Note: The Rate per 100,000 will be 'NA' when the Adjusted Population Base is Zero.

Statewide Crime Profile

* Adjusted population base: 11,137

2023 Crime in Texas

Incidents, Offenses, Victims, and Known Offenders by Offense Category, 2023

Agency : PORT LAVACA PD

<i>Offense Category</i>	<i>Incidents¹</i>	<i>Offenses</i>	<i>Victims²</i>	<i>Known Offenders³</i>
Total	326	346	354	371
Crimes Against Person	82	100	100	92
Assault Offenses	66	78	78	75
Homicide Offenses	1	1	1	0
Human Trafficking	0	0	0	0
Kidnapping/Abduction	1	1	1	2
Sex Offenses	14	20	20	15
Sex Offenses, Non-Forcible	0	0	0	0
Crimes Against Property	172	174	182	182
Arson	0	0	0	0
Bribery	0	0	0	0
Burglary/Breaking and Entering	27	27	28	27
Counterfeiting/Forgery	8	8	8	9
Destruction/Damage/Vandalism	26	26	30	23
Embezzlement	0	0	0	0
Extortion/Blackmail	0	0	0	0
Fraud Offenses	14	14	16	12
Larceny/Theft Offenses	85	85	88	98
Motor Vehicle Theft	9	11	9	10
Robbery	2	2	2	3
Stolen Property Offenses	1	1	1	0
Crimes Against Society	72	72	72	97
Animal Cruelty	0	0	0	0
Drug/Narcotic Offenses	63	63	63	79
Gambling Offenses	0	0	0	0
Pornography/Obscene Material	2	2	2	3
Prostitution Offenses	1	1	1	1
Weapons Law Violations	6	6	6	14

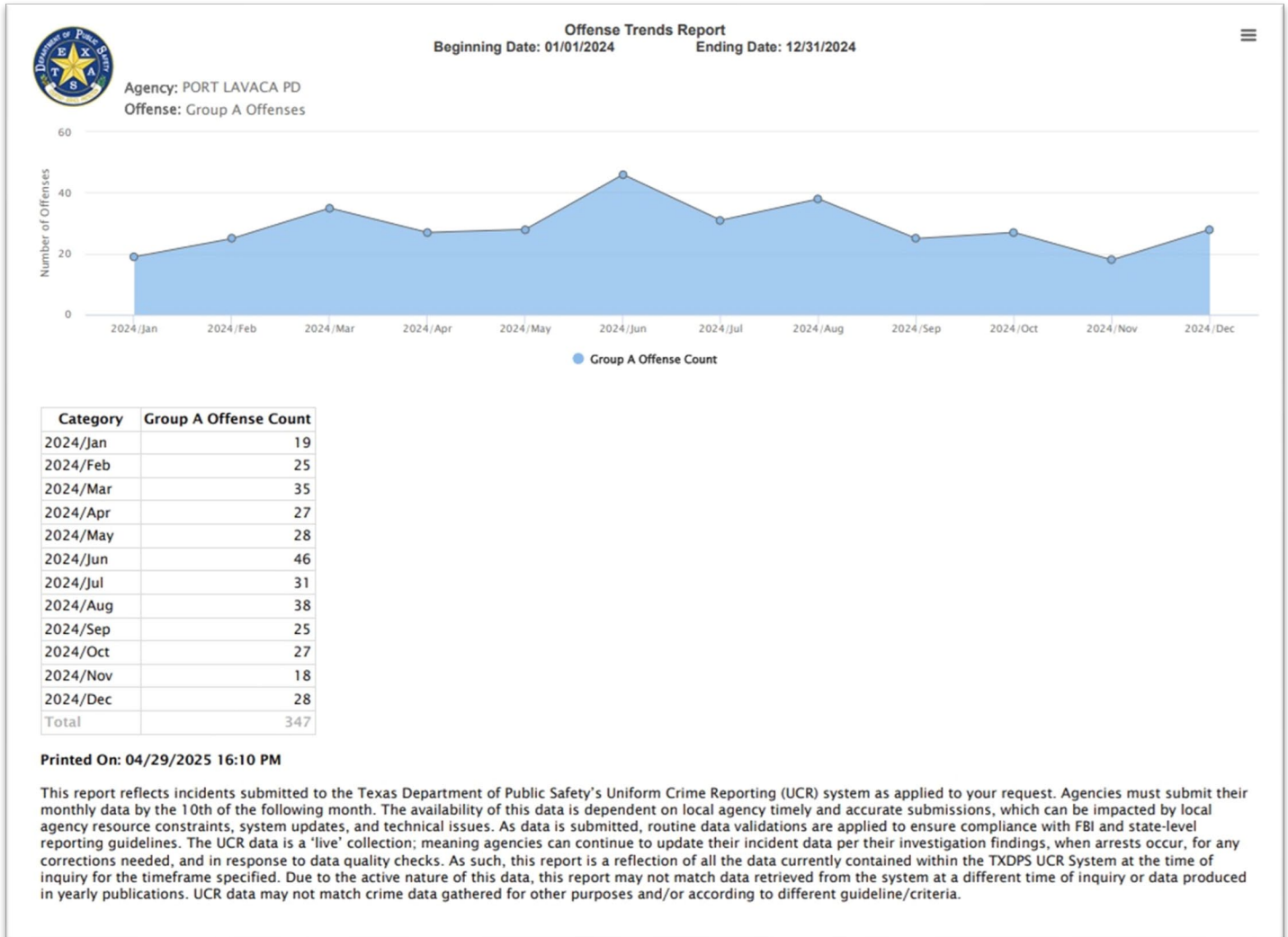
¹The actual number of incidents is 326. However, the column figures will not add to the total because incidents may include more than one offense type, and one incident was counted for each offense type within each offense category in this table.

²The figures in the column for victims represent the number of victims associated with each offense type.

³The term Known Offender does not imply the identity of the suspect is known, but only that an attribute of the suspect has been identified, which distinguishes him/her from an unknown offender. Therefore, the figures in this column do not account for the 28 incidents with unknown offenders.

Note: In 2023 Crimes Against Persons (assaults, homicide, kidnapping, sex offenses) **increased 1.01%**
 Crimes Against Property (Arson, Burglary, Forgery, Criminal Mischief, Theft Robbery) **decreased 36.73%**
 Crimes Against Society (Animal Cruelty, Drugs, Gambling, Prostitution, Weapons) **decreased 10%**
 Total Group “A” Offenses **decreased by 23.79%** from 2022

Group A Offenses 2024





Group A Offense Report

Printed On: 04/29/2025

Beginning Date: 01/01/2024

Ending Date: 12/31/2024

Page 1 of 1

Agency: PORT LAVACA PD

Offense	Reported in 2024	Reported in 2023	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Murder	2	0	NA	1	50.00%	1.55%	18.00
Negligent Manslaughter	0	1	-100.00%	0	0.00%	0.00%	0.00
Justifiable Homicide	0	0	NA	0	0.00%	0.00%	0.00
Rape	7	14	-50.00%	2	28.57%	5.43%	62.99
Sodomy	0	0	NA	0	0.00%	0.00%	0.00
Sexual Assault with Object	0	0	NA	0	0.00%	0.00%	0.00
Fondling	2	6	-66.67%	0	0.00%	1.55%	18.00
Aggravated Assault	21	20	5.00%	9	42.86%	16.28%	188.98
Simple Assault	73	34	114.71%	35	47.95%	56.59%	656.95
Intimidation	16	24	-33.33%	7	43.75%	12.40%	143.99
Kidnapping/Abduction	8	1	700.00%	6	75.00%	6.20%	71.99
Incest	0	0	NA	0	0.00%	0.00%	0.00
Statutory Rape	0	0	NA	0	0.00%	0.00%	0.00
Human Trafficking, Commercial Sex Acts	0	0	NA	0	0.00%	0.00%	0.00
Human Trafficking, Involuntary Servitude	0	0	NA	0	0.00%	0.00%	0.00
Crimes Against Persons Total	129	100	29%	60	46.51%	37.18%	1160.91
Robbery	3	2	50.00%	1	33.33%	1.61%	27.00
Arson	0	0	NA	0	0.00%	0.00%	0.00
Extortion/Blackmail	0	0	NA	0	0.00%	0.00%	0.00
Burglary/Breaking & Entering	23	27	-14.81%	7	30.43%	12.37%	206.98
Larceny/Theft Offenses	106	86	23.26%	48	45.28%	56.99%	953.92
Motor Vehicle Theft	13	11	18.18%	2	15.38%	6.99%	116.99
Counterfeiting/Forgery	6	8	-25.00%	2	33.33%	3.23%	54.00
Fraud Offense	13	14	-7.14%	3	23.08%	6.99%	116.99
Embezzlement	0	0	NA	0	0.00%	0.00%	0.00
Stolen Property Offenses	1	1	0.00%	1	100.00%	0.54%	9.00
Destruction Of Property	21	27	-22.22%	7	33.33%	11.29%	188.98
Bribery	0	0	NA	0	0.00%	0.00%	0.00
Crimes Against Property Total	186	176	5.68%	71	38.17%	53.6%	1673.87
Drug/Narcotic Violations	21	52	-59.62%	20	95.24%	65.63%	188.98
Drug Equipment Violations	4	11	-63.64%	3	75.00%	12.50%	36.00
Pornography/Obscene Material	0	2	-100.00%	0	0.00%	0.00%	0.00
Gambling Offenses	0	0	NA	0	0.00%	0.00%	0.00
Prostitution	0	0	NA	0	0.00%	0.00%	0.00
Weapons Law Violation	7	6	16.67%	7	100.00%	21.88%	62.99
Animal Cruelty	0	0	NA	0	0.00%	0.00%	0.00
Crimes Against Society Total	32	71	-54.93%	30	93.75%	9.22%	287.98
Total Group "A" Offenses	347	347	0%	161	46.4%	100%	3122.75

Note: The Rate per 100,000 will be 'NA' when the Adjusted Population Base is Zero.

Statewide Crime Profile

* Adjusted population base: 11,112

2024 Crime in Texas

Incidents, Offenses, Victims, and Known Offenders by Offense Category, 2024

Agency : PORT LAVACA PD

<i>Offense Category</i>	<i>Incidents¹</i>	<i>Offenses</i>	<i>Victims²</i>	<i>Known Offenders³</i>
Total	338	347	356	333
Crimes Against Person	120	129	129	132
Assault Offenses	102	110	110	115
Homicide Offenses	2	2	2	2
Human Trafficking	0	0	0	0
Kidnapping/Abduction	8	8	8	8
Sex Offenses	8	9	9	7
Sex Offenses, Non-Forcible	0	0	0	0
Crimes Against Property	186	186	195	166
Arson	0	0	0	0
Bribery	0	0	0	0
Burglary/Breaking and Entering	23	23	26	23
Counterfeiting/Forgery	6	6	6	6
Destruction/Damage/Vandalism	21	21	22	20
Embezzlement	0	0	0	0
Extortion/Blackmail	0	0	0	0
Fraud Offenses	13	13	13	11
Larceny/Theft Offenses	106	106	111	94
Motor Vehicle Theft	13	13	13	10
Robbery	3	3	3	1
Stolen Property Offenses	1	1	1	1
Crimes Against Society	32	32	32	35
Animal Cruelty	0	0	0	0
Drug/Narcotic Offenses	25	25	25	26
Gambling Offenses	0	0	0	0
Pornography/Obscene Material	0	0	0	0
Prostitution Offenses	0	0	0	0
Weapons Law Violations	7	7	7	9

¹The actual number of incidents is 338. However, the column figures will not add to the total because incidents may include more than one offense type, and one incident was counted for each offense type within each offense category in this table.

²The figures in the column for victims represent the number of victims associated with each offense type.

³The term Known Offender does not imply the identity of the suspect is known, but only that an attribute of the suspect has been identified, which distinguishes him/her from an unknown offender. Therefore, the figures in this column do not account for the 52 incidents with unknown offenders.

Note: In 2024 Crimes Against Persons (assaults, homicide, kidnapping, sex offenses) **increased 29%**
 Crimes Against Property (Arson, Burglary, Forgery, Criminal Mischief, Theft Robbery) **increased 5.68%**
 Crimes Against Society (Animal Cruelty, Drugs, Gambling, Prostitution, Weapons) **decreased 54.93%**
 Total Group "A" Offenses evened out at 0% from 2023

Port Lavaca Police Department Calls for Service

Reported incidents responded to and
self-initiated actions



Calls for Service 01/01/2023 to 12/31/2023

Top 5 Calls for Service

1. Extra Patrol
2. Traffic Stops
3. Follow-up Investigation
4. Citizen Requested Assistance
5. Suspicious Person/Vehicle

Calls for Service 01/01/2024 to 12/31/2024

Top 5 Calls for Service

1. Traffic Stops
2. Extra Patrol
3. Follow-up Investigation
4. Suspicious Person Vehicle
5. Meet Complainant

Mental Health Calls 01/01/2023 to 12/31/2023

PD responded to 63 mental health calls. 29 resulted in an issuance of an APPOW (Application for Emergency Detention Without Warrant) 139-man hours dedicated to the consumer. 22 placements to a mental health facility

Mental Health Calls 01/01/2024 to 12/31/2024

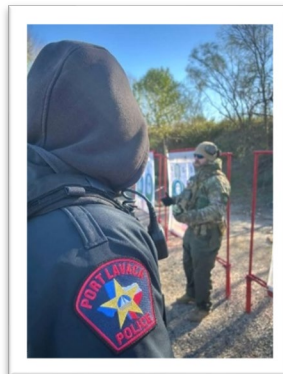
PD responded to 48 mental health calls. 21 resulted in an issuance of an APPOW (Application for Emergency Detention Without Warrant) 74-man hours dedicated to the consumer. 19 placements to a mental health facility

Training

The current training Texas Commission on Law Enforcement (TCOLE) training cycle is from September 1, 2023, to August 31, 2025. The current number of training hours for the training cycle is 7700. For reference, the training hours in the 12-month period from January 1, 2024, to December 31, 2024, is 4296.

The Department utilizes classroom and virtual training. Virtual training consists of Classen-Buck Law Enforcement Training, Virtual Academy, Advanced Law Enforcement Rapid Response Training (ALERRT) and Alamo Area Council of Governments (ACCOG)

- The Department sponsored LeAnn Leal to attend the Victoria College Police Academy (January 2024 to May 2024) Passed the Academy, State Exam, FTO Program, current full-time officer
- The Department sponsored Joaquin Sandoval to attend the Del Mar College Police Academy (January 2024 to May 2024) Passed the Academy, State Exam, FTO Program, current full-time officer
- The Department sponsored Job Smith to attend the Victoria College Police Academy (August 2024 to December 2024) Passed the Academy, State Exam, FTO Program, current full-time officer
- The Department sponsored Ivan Naranjo to attend the Del Mar College Police Academy (August 2024 to December 2024) Passed the Academy, State Exam, FTO Program, current full-time officer



Use of Force

The amount of force necessary to mitigate an incident, make an arrest, or protect themselves or others from harm. The levels, or continuum, of force police use include basic verbal and physical restraint, less-lethal force, and lethal force.

Types of Force Used

TASAR Deployed

TASAR Displayed

Personal Weapons (Hands)

OC Spray Deployed

Displayed Firearm

Flexible Less Lethal Round

Force Used by Department

01/01/2023 – 12/31/2023 – 5

Displayed Firearm - 2

OC Spray Deployed - 1

TASAR Displayed - 1

Flexible Less Lethal Round - 1

01/01/2024 – 12/31/2024 – 7

Displayed Firearm - 2

Personal Weapons (Hands) – 2

TASAR Deployed - 3

Complaints Against Officers

Formal notarized complaints against officers are fully investigated by the patrol lieutenant. Upon conclusion the complainant is notified of disposition and corrective actions taken. The complaint form can be obtained in the Port Lavaca Police Department lobby.

01/01/2023 – 12/31/2023 – 5 (All, performance issues, were unfounded no disciplinary action taken)

01/01/2024 – 12/31/2024 – 2 (Both, performance issues, were unfounded no disciplinary action taken)

Port Lavaca Police Department Staff

5500 - Chief: Colin Rangnow
 5501 - Patrol Lieutenant: Eric Salles
 5502 - Administrative Lieutenant: Javier Ramos
 5503 - Patrol Sergeant: James Alderete
 5504 - Patrol Sergeant: Kaw Dee
 5505 - Detective (Persons) Jaramillo Avila
 5506 - Detective (Property): Weston James Burris
 5507 - Detective (Narcotics): Jeremy Crull
 5508 - Mental Health Sergeant: David Ruiz
 5509 - Corporal **Vacant**
 5510 - Corporal Derek Luna
 5511 - Corporal Eric Gregory
 5512 - Corporal **Vacant**
 5513 - Patrol Officer **Vacant**
 5514 - Patrol Officer Jonathan Williams
 5515 - Patrol Officer **Vacant**
 5516 - Patrol Officer **Vacant**
 5517 - Patrol Officer Leann Leal
 5518 - Patrol Officer Job Smith
 5519 - Patrol Officer Joaquin Sandoval
 5520 - Patrol Officer Ivan Naranjo

 5554 - Administration Karen Neal
 5561 - Records Angie Phelps

Note: As of May 1, 2025, the Port Lavaca Police Department had five officer positions open.



COMMUNICATION

SUBJECT: Consider request of the Police Department to declare the portable speed limit sign as surplus and authorize the disposal of said item. Presenter is Colin Rangnow

INFORMATION:



CITY OF
PORT LAVACA
POLICE DEPARTMENT

To: City Secretary Mandy Grant

From: Chief Colin Rangnow

Date: April 21, 2025

Subject: Agenda Item: Port Lavaca Police Department Radar Speed Display Trailer

The Port Lavaca Police Department requests approval from the Port Lavaca City Council to declare the Port Lavaca Police Department's Kustom Signals Smart 850 radar speed display trailer VIN #1R9BR0910EJ482069 as surplus. The trailer was purchased on 07/2014. Currently the radar system and message board are inoperable.

Given the age of the unit, parts have become obsolete. The manufacture no longer carries needed parts such as hydraulic shocks or the stabilizer jacks. Both the shocks and the jacks have been replaced multiple times.

The unit has also sustained significant damage over the years from being hit by vehicles and weather exposure.

Above mentioned is decommissioned and no longer used in day-to-day operations.

Chief Colin Rangnow

Port Lavaca Police Department

COMMUNICATION

SUBJECT: Receive budget from Chief of Police regarding expenditure of felony Forfeiture Funds to purchase new office furniture for several offices in the Police Department. Presenter is Colin Rangnow

INFORMATION:



CITY OF
PORT LAVACA
POLICE DEPARTMENT

To: Interim City Manager Jody Weaver
From: Chief Colin Rangnow
Date: April 1, 2025
Subject: Forfeiture Funds

The police department plans to use forfeiture funds to furnish CID and the reception office or "old dispatch" with new office furniture. Both areas need updating and refurbishing.

Since the inception of the Calhoun County combined dispatch center, the police department plans to repurpose the "old dispatch" area into a reception office. The Department intends to budget for a receptionist position this upcoming fiscal year. The public would be greeted by the front receptionist Monday – Friday 8 am – 5 pm. The front receptionist would field incoming non-emergency calls to the PD/City Hall and would have limited dispatch capabilities. The position would be cross trained in records and evidence release procedures to better serve the community.

The CID office currently houses three investigators. The office furniture has been pieced together from other office sets. The goal is to have three workstations for reports in one main office and the second would house evidence processing and electronic extraction equipment.

Coastal Office Supply (PSA/Contract # NCPA #11-18) would supply said furniture at a total cost of \$13,756.40.

Reception Office:

1. Altern Custom Task Chair Mesh Mid-Back (2) \$345.00 = \$690.00
2. Matter - Wood Leg Base (2) \$382.20 = \$764.40
3. Essentials 72x30 mahogany desk = \$253.20
4. Essentials mahogany mobile file cabinet (2) \$264.00 = \$528.00
5. Essentials, mahogany storage cabinet = \$264.00
6. Essentials tabletop = \$120.60

7. Essentials tabletop base = \$247.20
8. Essentials mahogany wardrobe = \$891.00
9. Mahogany training top (2) \$135.00 = \$270.00
10. Quadro sit/stand base (2) \$506.40 = \$1012.80
11. Installation \$660.00

Total = \$5,701.20

CID Office:

1. R-Series, Height Adjustable Frame, 2 Legs, 2 Stage, C-Leg 24" Depth, Up/Down Controller (3) \$660.00 = \$1,980.00
2. *Special* Treo, Rectangular Tabletop, 72W x 24D, Mod to be HA top (2) \$510.00 = \$1,020.00
3. *Special*Treo, Rectangular Tabletop, 48W x 24D, Mod to be HA top = \$367.20
4. Treo, Mobile Pedestal, Box/File, w/ Lock, 20D x 22H (3) \$478.20 = \$1,434.60
5. 72 Low Profile Wire Manager, Full Length (2) \$33.60 = \$67.20
6. 48 Low Profile Wire Manager, Full Length = \$22.20
7. Treo, Cupboard Door Wall Bin (four doors) 72W x 13D x 16H = \$581.40
8. Treo, Credenza (Full Mod) w/ 1 Lat File, 1 Storage Unit, 60W x 20D, HPL top = \$937.20
9. MIX Screen, Base Plate with Levelers, 66"H x 72"W = \$995.40
10. Installation \$650.00

Total = \$8,055.20

Chapter 59 of the Code of Criminal Procedure allows for police seizure and forfeiture of property used in, and the proceeds gained from, the commission of certain crimes. After seizure, the criminal district attorney may, by agreement, distribute property and funds to local law enforcement agencies to be used for official purposes. The police chief has sole decision-making authority about how felony forfeiture funds are spent. However, the city council is entitled to receive a budget showing how the funds will be spent, but nothing in the statute requires or authorizes city approval of the actual expenditures decided upon by the police chief.



Chief Colin Rangnow



City of Port Lavaca
Finance Department
202 N. Virginia St.
Port Lavaca, Tx 77979
accountspayable@portlavaca.org

CITY OF PORT LAVACA REQUISITION REQUEST FORM

Section VIII. Item #8.

Expedited Review ☐

PURCHASE

ORDER #

(Assigned by Finance)

DATE: 3/26/2025

Name of Vendor Coastal Office Supply

G/L Acct #: 449.01 Police Forfeiture

Project #: Line #:

Total: 13,756.40

Section 1 - General Information

Requisitioned by: Karen Neal, Office Manager
(Name) (Title)

Department: Police

Project: Furnish CID and Reception offices

Description of Goods/Services: Office Furniture

Section II - HUB Contact Documentation - FOR PURCHASES OF \$3,000 - \$49,999

In compliance with Chapter 252.0215 of the Texas Local Government Code and pages 13 & 14 of the City Purchasing Policy and Procedures manual, the department originating this purchase requisition certifies that: (Select A or B)

A) The following Calhoun County Historically Underutilized Businesses were identified and contacted concerning this purchase:

HUB #1

HUB #2

B) ☒ No applicable Calhoun County HUBs were identified from the Comptroller of Public Accounts listing; therefore, the City is exempt from HUB contact requirements for this purchase. (Attach HUB vendor search results.)

Section III - Competitive Quotation Documentation

Competitive quotations are generally required for cooperative, emergency, sole source or single source purchases, with justification/sole source documentation, and approval by Finance, per pages 13-15 of the City Purchasing Policy and Procedures.

Cooperative Purchase?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Sole Source?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Single Source?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Professional Services?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Emergency Purchase?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No

PSA/Contract # NCPA #11-18

* If yes, City Manager authorization

Competitive Bid? ☐ Yes ☒ No

Attach bid tabulation and Council minutes

	Quotation #1 \$1,001 - \$5,000	Quotation #2 \$5,001 - \$10,000	Quotation #3 \$10,001 - \$49,999
	PO NOT REQUIRED	\$3,000	HUB Vendor Search
Name of Company	Coast Office Supplies		
Telephone Number	3615785392		
Contact Person	Andy Evans		
Email Address			
Quotation #			
Total Price Quoted	13,756.40		

Section IV - Approvals

Department Head or Designee:

Date:

To be routed for signature by Finance staff:

Finance Director:

Date:

City Manager:

Date:



QUOTATION

PO Box 4407 77903
1514 N. Ben Jordan, Ste B 77901
Victoria, TX

Andy Evans

Confidential Quote

Property of Coastal

Phone: 361-578-5392

Fax: 361-578-0610

Prepared by: Heather Kimmey

PO TO: Coastal Office

REF: Coastal NCPA#11-18

Quote Valid for 30 Days

Lead Time: 2-3 WEEKS





Presented by: Coastal Office Solutions, INC






Presented to: Port Lavaca Police Department

ATTN:

Quote: 3.05.25

DISPATCH

Line	Part Number	Qty	Sell	Ext Sell
1	HPTCC2-T1UM Altern Custom Task Chair Mesh Mid-Back	2	\$345.00	\$690.00
	.BLK Black			
	\$(1) Grade 1 Uph			
	~ Undecided FABRIC Option			
2	 HVL238 Matter - Wood Leg Base	2	\$382.20	\$764.40
	\$(1) Grd 1 Fabric			
	.GRY Grey			
	01 Light Grey			
3	 LLR 69535 ESSENTIALS,DESK,72X30,MAH	1	\$253.20	\$253.20
4	 LLR 69395 ESSENTIALS,PED,BBF,MOBILE,MAH	2	\$264.00	\$528.00
5	 LLR 69612 ESSENTIALS,STOR CAB,30H,MAH	1	\$264.00	\$264.00

Line	Part Number	Qty	Sell	Ext Sell
6	 LLR 87239 ESSENTIALS, TOP, 42R, MAH	1	\$120.60	\$120.60
7	 LLR 87241 DISC BASE, FOR 42/48 RND, BLK	1	\$247.20	\$247.20
8	 LLR 69897 ESSENTIALS/RELEVANCE, WRDRB/DFF, 24X66, MAH	1	\$891.00	\$891.00
9	 LLR 16200 HAD/TRAINING/RLV/TOP, 60X30, MAH	2	\$135.00	\$270.00
10	 LLR 25945 **DISC**QUADRO, SIT/STAND 3 TR, 2 LEG, BLCK(60)	2	\$506.40	\$1,012.80
11	CONTRACT Coastal AOPD NCPA#11-18	1	\$0.00	\$0.00
12	FREIGHT Freight & Surcharges	1	\$0.00	\$0.00
13	INSTALL Installation: Reg Hrs M-F, 8-5	1	\$660.00	\$660.00

Coastal to receive, deliver, & install furniture per layouts provided.

-Removal of existing furniture or product EXCLUDED.

-Access will be unhindered to/ from truck to installation areas.

-All install areas will be accessible, substantially

Line	Part Number	Qty	Sell	Ext Sell
	complete, and free of existing equipment, furniture, materials, etc. at time of delivery. -Customer to provide electrician to hardwire power in-feed(s) to building. Customer to provide data cables, route & terminate at faceplates.			

Total: \$5,701.20

50% Deposit Required for orders over \$10K.

Approved By: _____
Name

Title

Date: _____

PO: _____

TAX to be added if applicable. PAYMENT DUE NET 10 days after receipt.

FURNITURE & SPECIAL ORDERS ARE NON-RETURNABLE. ORDERS ABOVE \$10K REQUIRE A 50% DEPOSIT AT TIME OF ORDER.

LABOR FEE charge for moving existing furniture during installation: \$75.00/HR per man.

STORAGE FEE charge for order delivery delayed after received: \$100.00-\$450.00/MTH

MANUFACTURER warranties are applicable. LABOR WARRANTY for one year from purchase.

SERVICE CHARGE for repairs beyond warranty year.

Regular DELIVERY HRS: M-F, 8-5.

Quote, Specifications and Drawings Property of Coastal Office Solutions.

IF PAYING BY CREDIT CARD A 3% SERVICE CHARGE WILL APPLY.

Thank you for your business.



QUOTATION

PO Box 4407 77903
1514 N. Ben Jordan, Ste B 77901
Victoria, TX

Andy Evans

Confidential Quote

Property of Coastal

Phone: 361-578-5392

Fax: 361-578-0610

Prepared by: Heather Kimmey

PO TO: Coastal Office

REF: Coastal NCPA#11-18

Quote Valid for 30 Days

Lead Time: 5-7 WEEKS

Presented by: Coastal Office Solutions, INC

Presented to: Port Lavaca Police Department

ATTN:

Quote: 3.17.25

OFFICE

Line	Part Number	Qty	Sell	Ext Sell
1	HARW22C24UD R-Series, Height Adjustable Frame, 2 Legs, 2 Stage, C-Leg 24" Depth, Up/Down Controller	3	\$660.00	\$1,980.00
2	*3RS7224H *Special* Treo, Rectangular Table Top, 72W x 24D, Mod to be HA top, HPL	2	\$510.00	\$1,020.00
3	*3RS4824H *Special*Treo, Rectangular Table Top, 48W x 24D, Mod to be HA top, HPL	1	\$367.20	\$367.20
4	3SMW20 Treo, Mobile Pedestal, Box/File, w/ Lock, 20D x 22H	3	\$478.20	\$1,434.60
5	XWGLP72 72 Low Profile Wire Manager, Full Length	2	\$33.60	\$67.20
6	XWGLP48 48 Low Profile Wire Manager, Full Length	1	\$22.20	\$22.20
7	3HDW7216 Treo, Cupboard Door Wall Bin (four doors) 72W x 13D x 16H	1	\$581.40	\$581.40

Line	Part Number	Qty	Sell	Ext Sell
8	3SCF6020LSH Treo, Credenza (Full Mod) w/ 1 Lat File, 1 Storage Unit, 60W x 20D, HPL top Onl	1	\$937.20	\$937.20
9	MSSL6672 MIX Screen, Base Plate with Levellers, 66"H x 72"W	1	\$995.40	\$995.40
10	CONTRACT Coastal AOPD NCPA# 11-18	1	\$0.00	\$0.00
11	FREIGHT Freight & Surcharges	1	\$0.00	\$0.00
12	INSTALL Installation: Reg Hrs M-F, 8-5	1	\$650.00	\$650.00

Coastal to receive, deliver, & install furniture per
layouts provided.

-Removal of existing furniture or product EXCLUDED.

-Access will be unhindered to/ from truck to
installation areas.

-All install areas will be accessible, substantially
complete, and free of existing equipment, furniture,
materials, etc. at time of delivery.

-Customer to provide electrician to hardwire power
in-feed(s) to building. Customer to provide data
cables, route & terminate at faceplates.

Total: \$8,055.20

Line	Part Number	Qty	Sell	Ext Sell
------	-------------	-----	------	----------

50% Deposit Required for orders over \$10K.

Approved By: _____

Name _____

Title _____

Date: _____

PO: _____

TAX to be added if applicable. PAYMENT DUE NET 10 days after receipt.

FURNITURE & SPECIAL ORDERS ARE NON-RETURNABLE. ORDERS ABOVE \$10K REQUIRE A 50% DEPOSIT AT TIME OF ORDER.

LABOR FEE charge for moving existing furniture during installation: \$75.00/HR per man.

STORAGE FEE charge for order delivery delayed after received: \$100.00-\$450.00/MTH

MANUFACTURER warranties are applicable. LABOR WARRANTY for one year from purchase.

SERVICE CHARGE for repairs beyond warranty year.

Regular DELIVERY HRS: M-F, 8-5.

Quote, Specifications and Drawings Property of Coastal Office Solutions.

IF PAYING BY CREDIT CARD A 3% SERVICE CHARGE WILL APPLY.

Thank you for your business.

COMMUNICATION

SUBJECT: Consider Resolution No. R-051225-2 of the City of Port Lavaca for Americans with Disabilities Act (ADA) Coordinator, Notice and Grievance Procedure: Administrative Requirements Under Title II of the ADA. Presenter is Jody Weaver

INFORMATION:

RESOLUTION NO. R-051225-2**A RESOLUTION OF THE CITY OF PORT LAVACA, TEXAS ADOPTING THE TITLE II OF THE AMERICANS WITH DISABILITIES ACT (ADA) NOTICE, COORDINATOR, AND GRIEVANCE PROCEDURE REGULATORY REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the federal government enacted the Americans with Disabilities Act of 1990 (ADA) to prohibit discrimination against qualified individuals with disabilities in all services, programs, or activities of public entities; and

WHEREAS, 28 C.F.R. Part 35 implements Title II of the ADA and outlines requirements for public entities; and

WHEREAS, 28 C.F.R. §35.106 requires a public entity to publish notice regarding the ADA requirements and its applicability to the services, programs, or activities of the public entity to applicants, participants, beneficiaries, and other interested persons; and

WHEREAS, 28 C.F.R. §35.107 (a) requires a public entity that employs 50 or more persons to designate at least one employee to coordinate its efforts to comply with and carry out its responsibilities under 28 C.F.R. Part 35 and Title II of the ADA; and

WHEREAS, 28 C.F.R. §35.107 (b) requires a public entity that employs 50 or more persons to adopt and publish grievance procedures providing for prompt and equitable resolution of complaints alleging discrimination on the basis of disability in state and local government services; and

WHEREAS, the City of Port Lavaca has a longstanding commitment to provide access to all its services, programs, and activities to the public and recognizes that adoption of Title II of the ADA notice, Coordinator, and Grievance Procedure regulatory requirements further that goal.

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

Section 1: The above and foregoing recitals are true and correct and are incorporated herein.

Section 2: The City Council does hereby resolve to publish the required information regarding notice under Title II of the ADA, the ADA Coordinator, and the Title II of the ADA Grievance Procedure on the City's website and at such other locations as many as be determined from time to time.

Section 3: The Human Resources Coordinator is designated as the ADA Coordinator for the City of Port Lavaca.

Section 4: The City of Port Lavaca does hereby adopt and approve Title II of the ADA Grievance Procedure, a copy of which is attached for addressing complaints alleging discrimination on the basis of disability in the provision of services, programs, or activities by the City.

Section 5: This resolution shall be effective from and after its date of passage.

PASSED AND APPROVED on this 12th day of May, 2025.

ATTEST:

Mandy Grant, City Secretary

Jack Whitlow, Mayor



CITY OF PORT LAVACA
TEXAS



**AMERICANS WITH DISABILITY ACT AND SECTION 504 OF THE REHABILITATION
ACT OF 1973 NONDISCRIMINATION STATEMENT**

The City of Port Lavaca (the City) does not discriminate against any qualified disabled person solely by reason of his or her disability, exclude from participation in, deny the benefits of, or otherwise subject individuals to discrimination, including discrimination of employment, under any program or activity that receives or benefits from federal financial assistance.

Additionally, the City of Port Lavaca ensures its programs will be conducted, and its facilities operated, in compliance with all non-discriminatory parties and requirements imposed by or pursuant to 49 Code of Federal Regulations (CFR) Part 27, 28 CFR Part 35, and 42 USC §§12101-12213.

Jack Whitlow, Mayor

Date

ADA COORDINATOR, NOTICE & GRIEVANCE PROCEDURE: ADMINISTRATIVE REQUIREMENTS UNDER TITLE II OF THE ADA

ADA/504 Coordinator (Title II)

Under the ADA Title II, when a public entity has 50 or more employees based on an entity-wide employee total count, the entity is required to designate at least one (1) qualified responsible employee to coordinate compliance with ADA requirements. The name, office address, and telephone number of this individual must be readily available and publicly advertised to employees and the general public.

The ADA Coordinator is responsible for coordinating the efforts of the City to comply with Title II and investigating any complaints that the City has violated Title II.

The City of Port Lavaca has designated an ADA Coordinator to assist individuals with disabilities in addressing questions or concerns related to discrimination.

Rachel Garza
ADA Coordinator
202 N. Virginia St. Port Lavaca, Texas 77979
Phone: (361)552-9793 ext:221
Email: rgarza@portlavaca.org

ROLE AND RESPONSIBILITIES OF THE ADA/504 COORDINATOR

The following is a list of recommended qualifications for ADA Coordinators, as outlined by the U.S Department of Justice:

- Familiarity with the state or local government's structures, activities, and employees;
- Knowledge of the ADA and other laws addressing the rights of people with disabilities, such as Section 504 of the Rehabilitation Act, 29 U.S.C. §794 ;
- Experience with people with a broad range of disabilities;
- Knowledge of various alternative formats and alternative technologies that enable individuals with disabilities to communicate, participate, and perform tasks;
- Ability to work cooperatively with local government and people with disabilities;
- Familiarity with any local disability advocacy groups or other disability groups;
- Skills and training in negotiation and mediation; and
- Organizational and analytical skills.

NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Port Lavaca will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment: The City of Port Lavaca does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

Effective Communication: The City of Port Lavaca will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the City of Port Lavaca's programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: The City of Port Lavaca will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in the City of Port Lavaca offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the City of Port Lavaca, should contact the office of Rachel Garza (email: rgarza@portlavaca.org phone: (361) 552-9793 ext:221) as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the City of Port Lavaca to take any action that would fundamentally alter the nature of its programs or services or impose an undue financial or administrative burden.

Complaints that a program, service, or activity of the City of Port Lavaca is not accessible to persons with disabilities should be directed to Rachel Garza (email: rgarza@portlavaca.org , phone: (361) 552-9793 ext. 221)

The City of Port Lavaca will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

**CITY OF PORT LAVACA
GRIEVANCE PROCEDURE UNDER
THE AMERICANS WITH DISABILITIES ACT (ADA)**

Local governments with 50 or more employees are required to adopt and publish procedures for resolving grievances promptly and fairly that may arise under Title II of the ADA. Neither Title II nor its implementing regulations describe what ADA grievance procedures must include; however, the U.S. Department of Justice suggests the following content:

A description of how and where a complaint under Title II may be filed with the government entity;

- If a written complaint is required, a statement notifying potential complainants that alternative means of filing will be available to people with disabilities who require such an alternative;
- A description of the time frames and processes to be followed by the complainant and the government entity;
- Information on how to appeal an adverse decision; and
- A statement of how long complaint files will be retained.

According to the Americans with Disabilities Act of 1990 (ADA), the City of Port Lavaca (“The City”) is providing this Grievance Procedure and associated forms to any persons wishing to file a complaint alleging discrimination by The City. Grievances may be filed on the basis of disability in the provision of services, activities, programs, or benefits by the City of Port Lavaca. The City of Port Lavaca accepts employment-related complaints through its Personnel Policy, under separate cover.

The complaint must be in writing and contain information about the alleged discrimination, including the name, address, phone number of the complainant, and location, date, and description of the problem. Alternative means of filing complaints for any person with disabilities that hinder with written submission will be made available upon request. Some alternate forms of documenting a complaint may include personal interviews or a tape recording of the complaint. City Staff will then transcribe the alternate form of documentation to record the concern. The attached form can also be used to file complaints.

The complainant and/or their designee, hereinafter referred to as Complainant, should submit the complaint as soon as possible, but no later than 60 calendar days after the alleged violation to:

Physical Address:

Rachel Garza

Email: rgarza@portlavaca.org

Phone: (361) 552-9793 ext.: 221

City of Port Lavaca ADA Coordinator

202 North Virginia St.

Port Lavaca, TX 77979

Within 15 business days after receipt of the complaint, the City of Port Lavaca ADA Coordinator or his/her designee, hereinafter referred to as ADA Coordinator, will contact the Complainant to discuss the complaint and the possible resolution. The discussion could take place by meeting in person, by phone, or by other means. **Within 15 business** days of that discussion, the ADA Coordinator will respond in writing, and as needed, in a format accessible to the Complainant, such as large print, braille, or audio recording. The response will explain the position of the City of Port Lavaca and offer any possible option(s) for substantive resolution of the complaint if they exist.

The Complainant may appeal the decision from the ADA Coordinator to the City Manager. The appeal shall be filed with the City Manager's Office within 15 business days after receipt of the response from the ADA Coordinator. The City Manager or designee, at his/her discretion, may meet with the Complainant in person to discuss reconsideration of the issue. In the absence of an appeal within this timeframe, the initial response from the ADA Coordinator will be deemed accepted.

Should the Complainant file an appeal to the City Manager, within 15 business days after receiving the appeal notification, the City Manager will respond in writing, and as needed, in a format accessible to the Complainant, with a final decision on the complaint.

The Complainant may appeal to the Department of Justice (DOJ) if the final decision from the City Manager is not deemed acceptable by the Complainant. The Complainant is then responsible for contacting, receiving, and providing any communications regarding the complaint to and from the DOJ.

All written complaints received by the City of Port Lavaca ADA Coordinator, appeals to the City Manager, and responses from these two offices will be retained by the City of Port Lavaca at least **for three (3) years** from the date of the final resolution or dismissal of the complaint.

ADA-COMPLIANT AND GRIEVANCE FORM

The City of Port Lavaca aspires to be an organization where every person feels safe, welcomed, supported, and included, and will not discriminate against qualified individuals with disabilities based on disability in its services, programs, or activities.

Contact information for the person filing the complaint. Please provide a name, phone number, and email so we may document this complaint and follow up with you.

First Name: Middle Name: Last Name:

Address:

Phone Number: Email:

Person(s) and/ or Parties discriminated against (if other than or in addition to the complainant)

List all names of individuals, groups, communities, and/or organizations you allege were discriminated against.

The date of the alleged act of discrimination or the date when the complainant became aware of the alleged discrimination.

MM/DD/YYYY:

Who did the discrimination?

To the best of your knowledge, please let us know who did the alleged discrimination. This may be the name of a department, a program, a project, an activity, a contractor, or an individual staff member who did the alleged discrimination.

Where did the discrimination occur?

Please provide an approximate address, if applicable, or tell us if the alleged discrimination was not in person but in some other form of communication such as an email, text, or phone call.

What happened?

Please describe the alleged discrimination as clearly as possible, in your own words. Take as much space as you need.

Witnesses:

If there were any additional witnesses, please provide their names and contact information.

Remedy or resolution desired:

Describe any action or resolution you would like to see taken.

Signature: _____

1. Upon receipt of the complaint, the ADA Coordinator will determine if the complaint information is complete, if additional information is needed, if the City has jurisdiction, and if the complaint is timely.
2. The ADA Coordinator's office will notify the complainant in writing within 15 business days to acknowledge receipt of the complaint. If the complaint information is incomplete, the complainant will be notified, requesting the additional information needed.
3. The ADA Coordinator will work with the involved department(s) and the complainant to attempt to resolve the complaint. The option for informal meetings (via phone, face-to-face, or virtual) may be used at any stage
4. The ADA Coordinator or designee will provide a response in writing, or in an alternative format if requested, to the complainant within 30 business days after the complaint is received.
5. In instances where the complainant is dissatisfied with the resolution, he/she may request a reconsideration of the case. The request for reconsideration should be made in writing, or in an alternative format upon request, to the City Manager within 30 business days of receiving the ADA Coordinator's decision.
6. The City Manager or designee will review the complaint, conduct an additional investigation if appropriate, and respond to the complainant in writing, or in an alternative format upon request, within 30 business days after receipt of the request for reconsideration, which shall be the final decision of the City. A copy of the City Manager's response will be forwarded to the ADA Coordinator.
7. The ADA Coordinator will maintain copies of all written ADA complaints, appeals to the City Manager, and responses from these two offices for at least 3 years.
8. Questions about this policy or its application may be directed to the City's ADA Coordinator office at rgarza@portlavaca.org, (361)552-9793 ext.: 221

ADA GRIEVANCES/COMPLAINT LOG

Date the complaint was filed	Date of the alleged discriminatory act(s)	Name of the complaint	Name of respondent (person(s)/business/agency who the complaint is against)	Description/ Request Location	Nature of the complaint	Dates of Discussion with complainant	Resolution/ Actions Required	Status	Date Resolved

COMMUNICATION

SUBJECT: Consider Resolution No. R-051225-3 of the City of Port Lavaca to support the submittal of a GLO Coastal Management Program (CMP) Grant application for a Boardwalk along the seawall at Smith Harbor and commit to 40% matching funds if awarded. Presenter is Jody Weaver

INFORMATION:

CITY OF PORT LAVACA

COUNCIL MEETING: MAY 12, 2025

DATE: 05.07.2025

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: JODY WEAVER, INTERIM CITY MANAGER

SUBJECT: GLO CMP CYCLE 31 Grant Application for Public Access Boardwalk at Smith Harbor

Background:

As you recall we are currently in engineering design for a project, being funded in part with a \$400,000 grant from the Matagorda Bay Mitigation Trust, that will construct improvements to the parking area behind Nautical Landings including a 10 ft wide shared use path (walk/bike) from the existing crosswalk into Bayfront Park to the northwest corner of Smith Harbor and green infrastructure elements. The 1st phase project also includes the construction of a small fishing/crabbing dock and 3 transient boat slips.

Please reference the following attachments:

- *Concept plan for this MBMT project*
- *Site plan for the MBMT project which was submitted with the USCE permit application*
- *An Overall Concept Plan Exhibit – which shows future parking plans for the area where Poor Boy Bait is located*
- *Figure 59 from the Downtown Waterfront Masterplan*

We are looking into an opportunity to apply for General Land Office funding through the Coastal Management Program to continue work on our Downtown Waterfront Masterplan. **All of the work shown in the attached Site Plan, that was submitted with the USCE permit application, has now been permitted by the Corps.** After talking with GLO at a recent workshop and visiting with the City's Visioning Committee members, staff is proposing to apply for a GLO CMP grant to construct the 10 ft wide boardwalk that runs along the seawall in Smith Harbor.

The funding priorities for the CMP program Cycle 31 include the **creation of new public access points to bays and parks through the creation of infrastructure**, which our proposed project would satisfy. The maximum funds available under this program is \$400,000 which we would be well under.

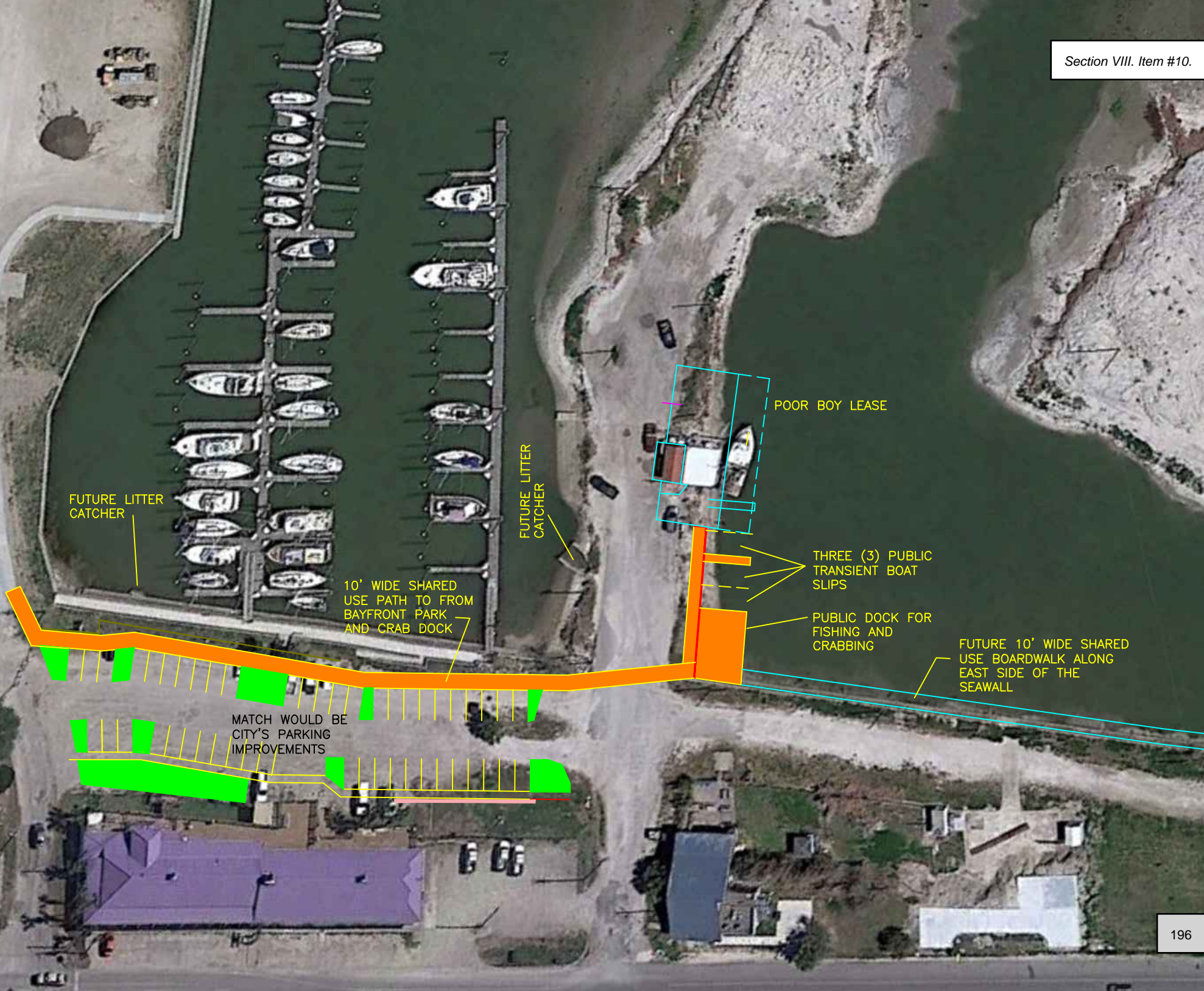
Although such a boardwalk is not specifically identified on the Master plan, the consensus of the Visioning committee members that responded was that construction of this boardwalk would have value and would be consistent with the adopted Masterplan. They envision this boardwalk as one component of a future 10 ft wide hike/bike loop in the Downtown waterfront area and thus would see handrails along the water's edge of the boardwalk. In the future, finger piers could be added along the boardwalk to provide boat slips if desired.

Budgetary Impact:

The grant application is due on June 4 and we are still looking at construction alternatives and costs, but an all-timber boardwalk with timber handrails would be around \$450,000. If we were successful in receiving a grant, the City would be responsible for paying a 40% match. Note we are looking at the cost of using a "flow thru" type decking which would increase the price, but would better withstand storms, but I don't have that cost as of this

writing yet. The required match funds are something we would need to budget for in FYE 26 or could consider applying to the Matagorda Bay Mitigation Trust for if the opportunity is available again this fall.

At this time, we are asking for Council's support to apply for this grant funding. As if this writing I am waiting on some feedback from GLO in order to complete the text of the resolution. Once I have that, I will finalize the resolution language and send that out to Council in the next day or so for our discussion at the Council meeting.



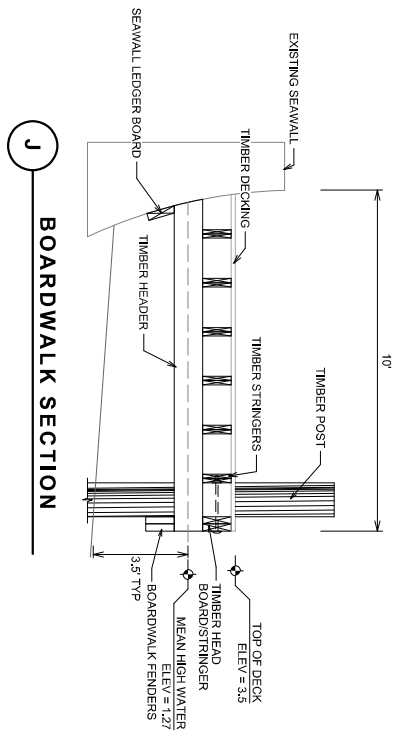
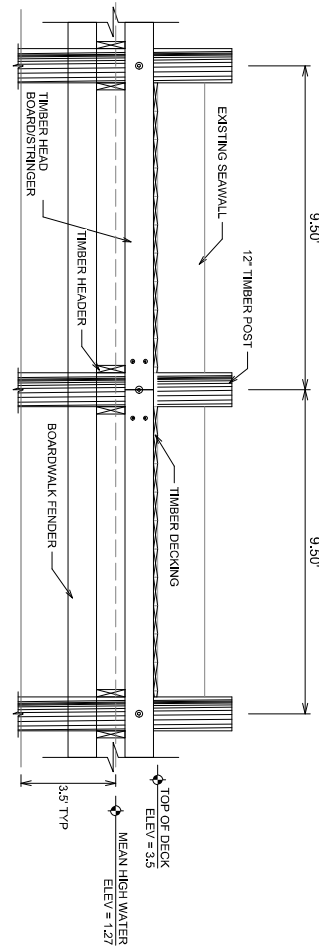
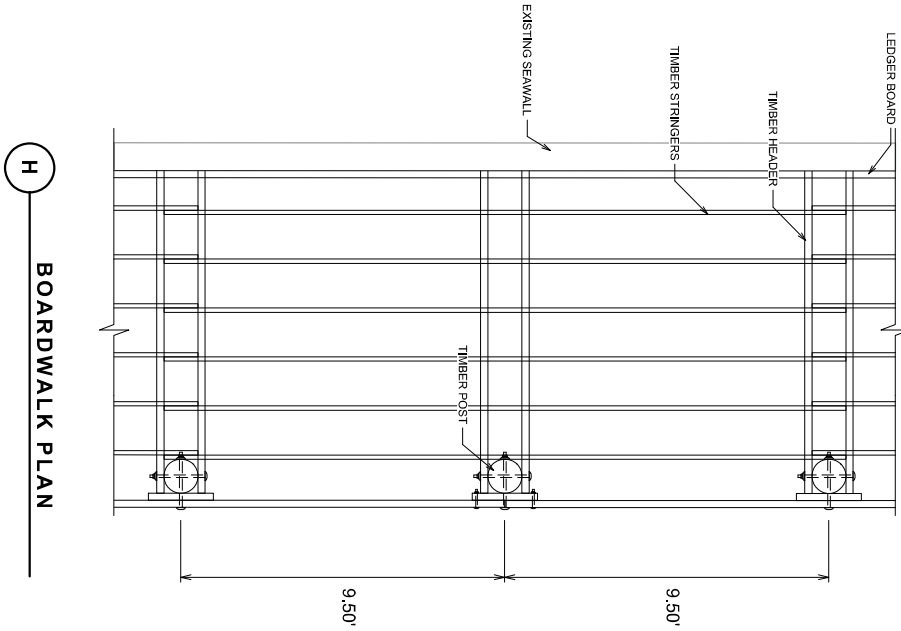


CITY OF PORT LAVACA - DOWNTOWN WATERFRONT ACCESS IMPROVEMENTS

PIER & BULKHEAD PLAN & DETAILS

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

DATE 12/04/24
E23799.01
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CITY OF PORT LAVACA - DOWNTOWN WATERFRONT ACCESS IMPROVEMENTS

PIER & BULKHEAD PLAN & DETAILS

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engineering
2004 N. Commerce, Victoria, Texas 77901 · 361.578.9836
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IT IS NOT TO BE USED IN ANY MANNER
OTHER THAN AS A DESIGN DOCUMENT.

DATE	06/07/24
JOB NUMBER	230701.01
PAGE	1 OF 1

**CITY OF PORT LAVACA - DOWNTOWN
WATERFRONT ACCESS IMPROVEMENTS**
MATAGORDA BAY MITIGATION TRUST GRANT EXHIBIT

**URBAN**
engineering

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



Fig. 59 - Smith Harbor District Improvements Plan

CITY OF PORT LAVACA

COUNCIL MEETING: MAY 12, 2025

DATE: 05.11.2025

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: JODY WEAVER, INTERIM CITY MANAGER

SUBJECT: GLO CMP CYCLE 31 GOMESA Grant Application for Public Access Boardwalk at Smith Harbor

Background:

There are two funding sources for the Coastal Management Grant Program (CMP): NOAA-funding or Gulf of Mexico Energy Security Act (GOMESA) funding. I had a long conversation with GLO last Thursday and we decided that this project would better fit as an application under the GOMESA program Projects of Special Merit (PSM) instead of NOAA. With the NOAA funding program, realistically the earliest we could bid on the project would be October 2029! I thought that was ridiculous and considered not applying at all, but it was explained to me that the GOMESA funding can go much faster since it's State, not Federal funding.

So, I would like to consider moving forward with an application for engineering AND construction for this Smith Harbor Boardwalk project. The application is due June 4. If successful, we will receive a conditional Intent to Fund notification in August after which we will work with GLO on a workplan and budget narrative with a final funding confirmation sometime between March and June of 2026. We will then have 3 years to complete the project. The conceptual design was completed as part of the USCE permitting process, so it won't take long to prepare a construction bid package. Since NOAA is not involved, approval of the plans by GLO will be much faster.

Below is the Project Cost estimate. The City would need to commit to a 40% match, or \$200,550. I would plan on submitting an application to the Matagorda Bay Mitigation Trust for this match amount in October.

Item No.	Description	Est. Qty	Unit	Unit Price	Total Price
Smith Harbor Boardwalk					
1.	Mobilization, Insurance/Bonds	1	LS	\$30,000	\$ 30,000
2.	Construction Staking	1	LS	\$5,000	\$ 5,000
3.	Timber Boardwalk 10' wide with FLO THRU deck and timber piling/handrails	375	LF	\$1,025	\$384,375
Sub-total					\$419,375
4.	Contingency – 10%				\$ 42,000
TOTAL CONSTRUCTION COST					\$461,375
5.	Engineering & Surveying				\$ 40,000
TOTAL PROJECT COST					\$501,375

The GLO doesn't require a resolution from Council to apply for this funding, but obviously staff needs Council's approval to potentially commit these matching dollars, and a signed resolution can only help with the scoring of the grant application. .

Below is a summary of the current, proposed and future projects associated with the Downtown Waterfront Area and how they all tie together in the Master Plan:

1. The Living Shoreline Breakwater – GLO CDBG-MIT Coastal Resiliency Funding: See attached 70% Submittal Site Plan. The project will construct a rock breakwater south of the Bayfront Peninsula to protect the shoreline and a oyster reef breakwater to the north of the Veterans Memorial to protect the wetlands area. This project is waiting on USCOE permit approval. We are engaging help from Michael Cloud's office and Senator Coryn and Cruz to move this along.
2. City of Port Lavaca Shoreline Cleanup – RESTORE grant funding: This project will remove what remains of the deteriorated metal barges in the bay just east of Smit Harbor. This project is waiting for USCE and TCEQ clearance to begin the bid process.
3. Nautical Landing Boat Ramp -Breakwater Repair – TPWL Boating Access grant funding with City matching funds. A construction contract has been awarded to Derrick Construction and work should begin this month.
4. Downtown Waterfront Public Access Improvement – Matagorda Bay Mitigation Trust Grant funding with City matching funds. This project is in engineering design and will include improvements to the parking lot behind Nautical Landings, some bulkheading and 3 courtesy boat slips with a fishing/crabbing dock at the northwest corner of Smith Harbor as well as a 10 ft wide shared use path from the crosswalk at Bayfront Park to the northwest corner of Smith Harbor.
5. With the bid package for the above Downtown Waterfront Public Access Improvement project, we are considering including an Alternative Add bid to construct additional bulkheading on the north end of Smith Harbor as shown on the USCE permit drawing such that Poor Boy Bait can be relocated to the east about 130 feet. If it is believed that funds are available in the Ports & Harbors Funds to do this work, we will work with the Port Commission to include it in the bid package.
6. THIS potential GLO CMP grant project to extend the 10 ft wide shared use path from the edge of the crabbing dock that will be constructed to the south corner of Smith Harbor. As you recall, the City has a 30 ft wide access easement behind Evelyns Seafood Market & gift shop, which wouldn't provide enough width to place a 10 ft wide path within this 30 feet. By building a boardwalk on the waterside of the seawall to become part of a future walk/bike path loop, we aren't encroaching any into this vehicular access easement.
7. FUTURE projects: Once the additional bulkhead is built and Poor Boy Bait is relocated, we will be ready to construct the parking and turnaround improvements shown in one of the exhibits I provided to you in the packet with the original memo.
8. FUTURE: Once the material that was dredged from and deposited around Smith Harbor is moved as part of the Living Shoreline project, then we will be ready to apply for recreational funding to complete improvements to Smith Harbor as shown on the Waterfront Master Plan. I have looked and the seawall is still visible for some distance south of where the currently proposed CMP project will stop, so a continuation of this boardwalk can go on to the south and transition into paths and boardwalks in and around the wetlands to complete a walk/bike path loop with observations points as shown in the Masterplan.
9. FUTURE: Improvements to the roadway along the along the seawall – most likely one-way from north to south.

Below is the draft plan to apply for Matagorda Bay Mitigation funding which I shared with you in my weekly update last Friday:

CITY OF PORT LAVACA

- The \$200,000 match for the TPWL trails grant (or \$500,00 if we are awarded the grant) We will find out by the end of May.
 - \$158,000 match for the Lighthouse Beach Phase 2 CEPRA project
 - Possibly \$200,00 match for this CMP-GOMESA project
 - Possibly one bay outfall litter-catcher project to see how it does before doing others.
- If Council members have other suggestions for applications, let me know.

RESOLUTION NO. R-051225-3

A RESOLUTION OF THE CITY OF PORT LAVACA, TEXAS TO PREPARE AND SUBMIT GRANT APPLICATIONS TO THE TEXAS GENERAL LAND OFFICE (GLO) COASTAL MANAGEMENT PROGRAM (CMP) GRANT CYCLE 31 AND COMMITMENT OF PUBLIC FUNDS AS REQUIRED FOR MATCH FOR THE FOLLOWING PROJECT: PUBLIC ACCESS BOARDWALK AT SMITH HARBOR.

WHEREAS, the City of Port Lavaca is a coastal community sitting on the shores of Lavaca Bay, a northwestern extension of the Matagorda Bay ecosystem and is committed to the long-term protection and enhancement of our coastal and natural resources; and

WHEREAS, the Commissioner of the Texas General Land Office is soliciting applications for projects that address environmental concerns and promote economic development with the Texas coastal zone; and

WHEREAS, the Texas General Land Office (GLO) administers the Coastal Management Program (CMP) in Texas to provide Gulf of Mexico Energy Security Act (GOMESA) funding to eligible coastal jurisdictions through a competitive application process and subsequent award of project grant funds; and

WHEREAS, the City of Port Lavaca has adopted a Downtown Waterfront Master Plan that outlines the vision and potential projects to restore the area's original recreational character, protect its natural environment, and transform the waterfront into an eco-friendly economic and tourist attraction; and

WHEREAS, a Letter of Permission to construct the proposed project, being a 10-ft-wide x 368-foot-long boardwalk (Permit No. SWG-2024-00743), was received from the U.S. Army Corps of Engineers on March 28, 2025; and

WHEREAS, in recognition of the critical importance of Port Lavaca's coastal natural resources to all residents and visitors to the Texas coast, the potential availability to leverage local dollars with State and Federal funds, the societal benefits to current and future generations of Texans, the City of Port Lavaca City Council considers it fitting and proper to commit local dollars as required match funds toward grant applications for the implementation of projects consistent with the adopted Downtown Waterfront Masterplan and provide public access to the same; and

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

THAT, the City Council hereby approves and supports the submission of one (1) GLO Texas Coastal Management Program Cycle 31 grant application to solicit funding for the following essential project and hereby also commits to establish and maintain public access to said waterfront:

- 1) Public Access Boardwalk at Smith Harbor; Preliminary and Final Design Engineering, preparation of Bid documents and Bidding, construction and construction phase engineering.

The City Manager is hereby authorized to execute any and all applications and contract forms as necessary, dedicate/secure the required cash match in an amount not to exceed \$300,000, and coordinate staff's efforts to submit the grant application to the General Land Office and if a conditional Intent to Fund notification is received, work with the GLO on approval of a workplan and budget narrative to secure final funding confirmation.

PASSED AND APPROVED this 12th day of May, 2025.

Jack Whitlow, Mayor

ATTEST:

Mandy Grant, City Secretary

COMMUNICATION

SUBJECT: Consider First reading of an Ordinance (S-2-25) of the City of Port Lavaca for amendment(s) to the Base Ordinance S-2-24 for 2024-2025 fiscal year budget; providing for Budget Amendment(s); providing for severability, repealing all ordinances in conflict and establishing an effective date. Presenter is Brittney Hogan

INFORMATION:

ORDINANCE NO. S-2-25**AN ORDINANCE OF THE CITY OF PORT LAVACA, TEXAS FOR AMENDMENT(S) TO THE BASE ORDINANCE NO. S-2-24 FOR 2024-2025 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 2024-2025 Annual Budget was passed and approved by Base Ordinance No. S-2-24 on September 16, 2024; 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 1, 2024 and ending September 30, 2025, as set forth in the attached Exhibit A Budget Amendment.

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 12th day of May, 2025

Jack Whitlow, Mayor

SECOND AND FINAL READING this 9th day of June, 2025

Jack Whitlow, Mayor

APPROVED AND ADOPTED this 9th day of June, 2025.

Jack Whitlow, Mayor

ATTEST:

Mandy Grant, City Secretary

APPROVED AS TO FORM:

Anne Marie Odefey, City Attorney

RECORD OF VOTE

First Reading	Second and Final	Passed and Approved
------------------	---------------------	------------------------

Councilman Aguirre
Councilman Dent
Councilman Tippet
Councilwoman Padron
Councilwoman Bland-Stewart
Councilman Burke

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

CITY OF PORT LAVACA
Request For Approval of Budgetary Amendment
Fiscal Year 2024-2025

Section VIII. Item #11.

FUND: GENERAL -001

Amendment # GF-004
Required Balance \$ 3,850,947.95

Table with 2 columns: Description, Amount. Rows include: Unreserved Fund Balance at 10/01/2024 (\$ 3,563,345), Current Surplus/Deficit in Budget (1,224,153), Net Increase/(Decrease) this Request ((39,514)), Amended Unreserved Fund Balance (\$ 4,747,985).

Date Requested: 5/1/2025

Table with 8 columns: Fund, Account No. (Dept., Line-item), DEPT, Description, Original Budget, Increase/(Decrease), Amended Budget, Reason. Contains 25 rows of budget items and a final summary row for NET INCREASE/(DECREASE) TO UNRESERVED FUND BALANCE.

Approvals:
COUNCIL: YES X NO

Entered: _____

City Manager _____

Initials: _____

Director of Finance _____

Date: _____

CITY OF PORT LAVACA
Request For Approval of Budgetary Amendment
Fiscal Year 2024-2025

Amendment # PUF- 001

FUND: PUBLIC UTILITY FUND - 501

Required Balance \$ 1,858,375.48

Unreserved Fund Balance at 10/01/2024 \$ 5,074,725
Current Surplus/Deficit in Budget (258,313)
Net Increase/(Decrease) this Request (7,818)
Amended Unreserved Fund Balance \$ 4,808,594

Date Requested: 5/1/2025

Account No.					Original Budget	Increase/ (Decrease)	Amended Budget	Reason
Fund	Dept.	Line-item	DEPT	---- Description ----				
501	55132	521.01	UTILITY BILLING	SALARIE & WAGES	219,960	618	\$ 220,578	FY24-25 COMPENSATION STUDY
501	55132	512.05	UTILITY BILLING	SOCIAL SECURITY	16,827	47	\$ 16,874	FY24-25 COMPENSATION STUDY
501	55132	512.10	UTILITY BILLING	TMRS	13,374	37	\$ 13,411	FY24-25 COMPENSATION STUDY
501	55133	521.01	UTILITY MAINT	SALARIE & WAGES	420,792	5,669	\$ 426,461	FY24-25 COMPENSATION STUDY
501	55133	512.05	UTILITY MAINT	SOCIAL SECURITY	32,191	434	\$ 32,625	FY24-25 COMPENSATION STUDY
501	55133	512.10	UTILITY MAINT	TMRS	25,584	336	\$ 25,920	FY24-25 COMPENSATION STUDY
501	55134	521.01	WWTP	SALARIE & WAGES	184,230	596	\$ 184,826	FY24-25 COMPENSATION STUDY
501	55134	512.05	WWTP	SOCIAL SECURITY	14,094	46	\$ 14,140	FY24-25 COMPENSATION STUDY
501	55134	512.10	WWTP	TMRS	11,201	35	\$ 11,236	FY24-25 COMPENSATION STUDY
NET INCREASE/(DECREASE) TO UNRESERVED FUND BALANCE						(7,818)		

Approvals:
COUNCIL: YES X NO

Entered: _____

City Manager _____

Initials: _____

Director of Finance _____

Date: _____

Fiscal Year 2024-2025Amendment # PORT- 001

FUND: PORTS AND HARBORS FUND - 504

Required Balance	\$	228,715.89
-------------------------	----	------------

Unreserved Fund Balance at 10/01/2024	\$ 3,225,727
---------------------------------------	--------------

Current Surplus/Deficit in Budget	284,779
--	----------------

Net Increase/(Decrease) this Request	(131)
--------------------------------------	-------

Amended Unreserved Fund Balance	\$ 3,510,375
--	---------------------

Date Requested: 5/1/2025

Account No.					Original Budget	Increase/ (Decrease)	Amended Budget	Reason
Fund	Dept.	Line-item	DEPT	---- Description ----				
504	51000	521.01	OPERATIONS	SALARIE & WAGES	119,672	115	\$ 119,787	FY24-25 COMPENSATION STUDY
504	51000	512.05	OPERATIONS	SOCIAL SECURITY	9,155	9	\$ 9,164	FY24-25 COMPENSATION STUDY
504	51000	512.10	OPERATIONS	TMRS	7,276	7	\$ 7,283	FY24-25 COMPENSATION STUDY
NET INCREASE/(DECREASE) TO UNRESERVED FUND BALANCE						(131)		

Approvals:

COUNCIL: YES X NO

Entered:

City Manager

Initials: _____

Director of Finance

Date: _____

Exhibit A-3 to Ordinance No. S-2-25
2024-2025 FY Budget Amendments
mos\Ordinances\2025 Ordinances
Passed and adopted 06-09-25
Recorded Vol. 3-I, Page

CITY OF PORT LAVACA
Request For Approval of Budgetary Amendment
Fiscal Year 2024-2025

Section VIII. Item #11.

FUND: GENERAL -001

Amendment # GF-005

Required Balance \$ 3,850,947.95

Table with 2 columns: Description, Amount. Rows include: Unreserved Fund Balance at 10/01/2024 (\$3,563,345), Current Surplus/Deficit in Budget (1,273,834), Net Increase/(Decrease) this Request ((25,500)), Amended Unreserved Fund Balance (\$4,811,679).

Date Requested: 5/12/2025

Table with 8 columns: Fund, Dept., Line-item, DEPT, Description, Original Budget, Increase/(Decrease), Amended Budget, Reason. Row 1: 001, 50320, 533.19, DEV SVCS, DEMOLITION SERVICES, 50,000, 25,500, \$ 75,500, ADDITIONAL DEMOLITION FOR RANDLE ST. Bottom row: NET INCREASE/(DECREASE) TO UNRESERVED FUND BALANCE, (25,500).

Approvals: COUNCIL: YES [X] NO []
City Manager [Signature]
Director of Finance [Signature]

Entered:
Initials:
Date:

Exhibit A-4 to Ordinance No. S-2-25
2024-2025 FY Budget Amendments
mos\Ordinances\2025 Ordinances
Passed and adopted 06-09-25
Recorded Vol. 3-I, Page

COMMUNICATION

SUBJECT: Announcement by Mayor that City Council will retire into closed session:

INFORMATION:

- For consultation with City Attorney on matters in which the duty of the Attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act (Title 5, Chapter 551, Section 551.071(2) of the Texas Government Code). Presenter is Mayor Whitlow
- To deliberate commercial or financial information that was received from a business prospect that seeks to locate, stay, or expand in or near the territory of the Governmental Body, and with which the Governmental Body is conducting Economic Development Negotiations, in accordance with Title 5, Chapter 551, Section 551.087 of the Texas Government Code. Presenter is Mayor Whitlow
- To discuss Personnel matters in accordance with Title 5, Section 551.074 of the Texas Government Code (to discuss the appointment, employment, evaluation, duties and responsibilities, reassignment, discipline, or dismissal of an officer or employee, or to hear a complaint or charge against an officer or employee: [Municipal Court Judge]). Presenter is Mayor Whitlow

COMMUNICATION

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

INFORMATION:

