



**CITY OF LA MARQUE
CITY COUNCIL
REGULAR AGENDA
of
April 13, 2026**

Notice is hereby given that the City Council of the City of La Marque, Texas will conduct a **Regular Meeting** on April 13, 2026 beginning at **6:00 PM** in the **Council Chambers** at **1109-B Bayou Road La Marque, Texas as well as via video-conference hosted through Zoom** (councilzoom.cityoflamarque.org). In accordance with Section 551.127(b) of the Texas Government Code the presiding officer and a quorum of the La Marque City Council intend to be and will be physically present at 1109-B Bayou Road, La Marque, Texas. This location will be open to the public and the meeting will be broadcast at this location, on Channel 16, and via YouTube (<https://www.youtube.com/watch?v=L6G8ypjyEDo>).

The Council will meet for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER
2. ROLL CALL
3. INVOCATION AND PLEDGE OF ALLEGIANCE
4. PRESENTATIONS
 - 4.I. Proclamation: Sexual Assault Awareness Month
5. CITIZENS PARTICIPATION
LIMITED TO THREE MINUTES PER PERSON

Comments from the public will be heard at this time. Any person with city-related business who has signed up may speak to Council (limited to three (3) minutes). If wishing to speak give the Mayor or presiding officer your full legal name and the item you wish to speak about. In compliance with Texas Open Meeting Act, the City may not deliberate on comments. Personal attacks will not be allowed, and personnel matters should be addressed to the City Manager during normal business hours. *Press *6 to mute or unmute if you are participating by telephone, press the unmute button if attending via zoom on a smartphone, tablet or computer, or stand if attending in person, and the mayor will call on you in turn.*

6. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

- 6.I. Special City Council Minutes 03.23.2026

- 6.II. Agreement
Authorizing an agreement between the City of La Marque and Clear Career Professionals for City Manager Recruitment Services - *Administration*
- 6.III. Interlocal Agreement
Establishing an Interlocal Agreement for Coordination and Cooperation during Large-Scale Emergency Response and Recovery Operations for a period of five (5) years - *Administration/ Emergency Management*
- 6.IV. Approval of Change Order No. 2 for Waterline Rehabilitation Project (E019-1013)
Approving Change Order No. 2 for the Waterline Rehabilitation Project within Areas 6 and 7 for additional waterline improvements on Cedar Drive, Ross Street, and Robbie Street to address aging infrastructure and improve system reliability -*Public Works*
- 6.V. Approval of Change Order No. 14 - Citywide Sanitary Sewer Rehabilitation Project
Approving Change Order No. 14 for the Citywide Sanitary Sewer Rehabilitation Project - *Public Works*

7. OLD BUSINESS

Items presented to the Council for discussion and possible action:

- 7.I. Public Information Policy
Approving the draft Public Information Processing Policy - *City Clerk/Legal*

8. NEW BUSINESS

- 8.I. Agreement
Authorizing architecture and design services by ADICO Engineering for the La Marque Police Department for an amount not to exceed \$250,000 – *Police*

9. CITY MANAGER REPORT

A submitted report to update Council and the Community on the standard operations of the City. This report can be acknowledged as a whole or discussed at the pleasure of Council.

- 9.I. January and February 2026 Water Loss Report
- 9.II. Public Works Update

10. EXECUTIVE SESSION

The City Council for the City of La Marque, Texas reserves the right to adjourn into executive session at any time during this meeting to discuss any of the matters listed above, as authorized by the Texas Government Code Section 551.071 (Consultation with Attorney), 551.072(Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.087 (Economic Development)

11. ACTIONS TAKEN FROM EXECUTIVE SESSION

12. REQUESTS AND ANNOUNCEMENTS

Requests by Mayor and Council Members of items to be placed on future City Council agendas and announcements on city events/community interests TEX. GOV'T CODE §551.415. (b), "items of community interest" include: (1) expressions of thanks, congratulations, or condolence; (2) information regarding holiday schedules; (3) an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of this subdivision; (4) a reminder about an upcoming event organized or sponsored by the governing body (5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality or county; and (6) announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after the posting of the agenda

13. ADJOURNMENT

CERTIFICATION:

I hereby certify that the above notice of meeting was posted at 1109-B Bayou Road, La Marque, Texas on April 07, 2026 at 5:00 P.M.

Kierra K. Nance, TRMC
City Clerk

Office of the Mayor
for the City of La Marque

PROCLAMATION

WHEREAS, Sexual Assault Awareness Month is observed each April to raise public awareness about sexual violence and to educate communities on how to prevent it; and

WHEREAS, sexual assault affects individuals of all ages, backgrounds, and communities, and we must work together to support survivors with compassion, dignity, and access to resources; and

WHEREAS, the Resource & Crisis Center of Galveston County is committed to providing advocacy, education, and prevention services while empowering survivors and promoting an safer, more informed community; and

NOW, THEREFORE, we the Mayor and City Council by virtue of our authority vested by the City of La Marque, Texas do hereby proclaim this April 2026 as:

"SEXUAL ASSAULT AWARENESS MONTH"

in the City of La Marque and all citizens are encouraged to join in celebrating this remarkable achievement.

In testimony whereof, witness my hand and the Seal of the City of La Marque, this the 1st day of April 2026.

Keith Bell, Mayor



**CITY OF LA MARQUE
CITY COUNCIL
SPECIAL MINUTES
of
March 23, 2026**

1. CALL MEETING TO ORDER

Mayor Bell called the meeting to order at 4:11 p.m.

2. ROLL CALL

PRESENT:

Keith Bell

Joe Compian

Kimberley Yancy

Joseph Lowry

(arrived at 4:27

p.m.)

Tonia Griffin (arrived

at 4:32 p.m.)

Mayor

Mayor Pro Tem/ District B

District A

District C

District D

3. CITIZENS PARTICIPATION

There was no citizen participation.

4. EXECUTIVE SESSION

Mayor Bell recessed the regular meeting and entered into executive session at 4:17 p.m.

4.I. Section 551.074 (Personnel Matter)

5. ACTIONS TAKEN FROM EXECUTIVE SESSION

Mayor Bell closed the executive session and reconvened the regular meeting at 5:26 p.m.

5.I. Section 551.074 (Personnel Matter)

Mayor Bell announced that the council interviewed both Clear Career Professionals and JG Consulting.

Mayor Pro Tem Compian was impressed by the caliber of companies that applied. He made a motion to retain Clear Career Professionals as the city manager search firm. Council member Griffin seconded.

Mayor Bell reiterated that both organizations are very distinguished, and he thanked them both for their kindness, candor, and time.

MOTION CARRIED UNANIMOUSLY.

6. REQUESTS AND ANNOUNCEMENTS

There were no requests or announcements.

7. ADJOURNMENT

Council member Yancy made a motion to adjourn. Mayor Pro Tem Compian seconded.

MOTION CARRIED UNANIMOUSLY.

***Meeting was adjourned at 5:34 p.m.*



CITY COUNCIL AGENDA FORM

Meeting Date: April 13, 2026

Prepared by: Kierra Nance

Department: City Clerk

Agenda Item: 6.II.

Reviewed by:

AGENDA ITEM DESCRIPTION:

Authorizing an agreement between the City of La Marque and Clear Career Professionals for City Manager Recruitment Services - *Administration*

STAFF BRIEFING:

On March 23, 2026 the City Council named Clear Career Professionals as the city manager search firm for the 2026 City Manager search. Since that time city administration and the city attorney have been working to negotiate a contract with Clear Career Professionals.

HISTORY:

01.15.2026 First publication

01.22.2026 Second publication

02.05.2026 Close date

02.23.2026 City Council reviewed submissions in executive session

03.09.2026 City Council named 3 finalists

03.23.2026 Clear Career Professionals was selected

FISCAL IMPACT:

\$19,000



Agreement for Executive Level Recruitment Services

This Agreement is entered into by and between Clear Career Professionals, LLC ("Clear") and the City of La Marque, Texas, a Texas home rule municipality ("Organization") for the purpose of conducting an executive-level recruitment for the position of City Manager.

1. Purpose

The purpose of this Agreement is to outline the mutual understanding between the Organization and Clear regarding the recruitment and selection of qualified candidates for the above-referenced position. Clear agrees to perform the services described herein in a professional, and timely manner.

2. Scope of Services

Clear shall provide all services for recruitment as described in the recruitment proposal submitted and described in abbreviated form as follows:

- Development of a recruitment plan and timeline
- Gathering of employee and citizen goals, desires, and expectations for the City Manager position through stakeholder engagement sessions, to be completed prior to presenting to production of a professional position brochure
- Production of a professional position brochure
- Advertising and marketing of the position (including a position podcast, if desired)
- Communication with prospects and candidates
- Initial screening and review of candidate applications
- Briefing with the Mayor and City Council to facilitate the selection of semifinalists
- Recorded virtual interviews for up to eight (8) semifinalists
- Electronic delivery of semifinalist information packet and online interviews
- Briefing with the Mayor and City Council to facilitate the selection of finalists
- Leadership Profile Paper, for up to four (4) semifinalists
- Comprehensive Media Reports for up to four (4) finalist candidates
- Comprehensive background (Education, Military and Reference) verification reports on up to four (4) finalist candidates
- Electronic delivery of finalist comprehensive report
- Assistance with interview questions and interview schedule, if desired
- Assistance with stakeholder engagement, if desired
- Up to Two (2) in-person visits by the Recruiter assigned by Clear to the Organization



Agreement for Executive Level Recruitment Services

- Weekly updates regarding the progress of the recruitment, and/or direct access to Clear's applicant tracking system
- Salary range advice and market compensation analysis for the position, including recommendations based on comparable positions in similarly sized Texas municipalities

3. Organization Responsibilities

The Organization agrees:

- To provide the position description, salary range, benefits, photos/graphics and information necessary to develop the position brochure.
- To respond to drafts of documents and reports in a timely manner; failure to do so may extend timelines and can negatively impact the outcome of the process.
- To refer all prospective applicants to Clear and shall not accept, solicit, screen, interview, or consider applications independently during the recruitment/selection process.
- To provide reproduction of hard copy brochures, if desired.
- To provide any direct mailings desired by the Organization.
- To provide legal opinions to Clear regarding when and if any information must be released in accordance with Public Information Requests.
- To directly reimburse finalists for travel-related expenses to the finalist interview.
- That Organization is ultimately responsible for candidate selections and that Organization will not discriminate against any candidate on the basis of age, race, creed, color, religion, sex, sexual orientation, national origin, disability, marital status, or any other basis that is prohibited by federal, state, or local law.

4. Compensation

Clear shall be compensated by the Organization as detailed below:

Firm, fixed fee which includes all expenses and costs: \$19,000.

Billing

The professional service fee for the recruitment is billed in three installments during the course of the recruitment. The initial installment will be billed after this Agreement is executed. The



Agreement for Executive Level Recruitment Services

second installment will be billed after semifinalists are selected. The final installment will be billed once the finalist interviews are completed.

- \$10,000 upon execution of the Agreement
- \$5,000 upon selection of the group of semi-finalists
- \$4,000 upon completion of finalist interviews

5. Organization Contact for Invoicing

Name: Worth Ferguson
Position: Finance Director
Email: w.ferguson@cityoflamarque.org
Address: 1111 Bayou Road, La Marque, TX 77568
Phone: 409-916-1392

6. Service Guarantee (updated)

(a) Eligibility and Scope.

Clear guarantees the executive-level recruitment for a period of two (2) years if the selected candidate is chosen from one of the eight (8) semi-finalists mutually agreed upon by both the Organization and Clear. This guarantee is limited to the remedies described in Section 6(b) and Section 6(c).

(b) Candidate Separates Within Two Years.

If the candidate hired through this recruitment separates from employment with the Organization for any reason within two (2) years of the candidate's start date (including resignation, termination, or any other separation), Clear will conduct one (1) additional recruitment for the same position at no additional professional fee. The Organization will remain responsible for any direct advertising costs, and finalist travel expenses associated with such repeat recruitment.

(c) No Candidate Selected at Conclusion of Initial Recruitment.

If Clear and the Organization complete the full recruitment process and, at the conclusion of that process, the governing body or hiring authority is unable to reach a decision and chooses not to hire any of the finalist candidates, Clear will also conduct one (1) additional recruitment



Agreement for Executive Level Recruitment Services

for the same position at no additional professional fee, subject to the same cost limitations described in Section 6(b).

(d) Exclusive Replacement Recruitment; No Additional Guarantee.

The repeat recruitment described in Section 6(b) and Section 6(c) constitutes the one (1) guaranteed replacement recruitment under this Agreement. All professional fees for the initial recruitment must be paid in full prior to Clear initiating the repeat recruitment. Once a candidate is hired from the repeat recruitment, no additional two-year guarantee period shall apply. This Section 6 does not provide an open-ended satisfaction guarantee for a candidate who remains employed; it applies only if (i) the hired candidate separates from employment within the two-year period, or (ii) no finalist is selected at the conclusion of the initial recruitment.

7. Terms and Conditions

7.1 Termination for Convenience

The Organization reserves the right to terminate this Agreement at any time upon giving Clear seven (7) days advanced written notice to Clear, Attn: Michael Boese, 3000 Custer Road #270191, Plano, Texas 75075 or by email to Michael@clearcareerpro.com. In such an event, Clear will be compensated for all work completed up to and through the date of termination.

7.2 Process Compliance; Cancellation & Full Compensation

To preserve the integrity and fairness of the recruitment, all aspects of candidate identification, outreach, communication, screening, interviewing, and evaluation shall be coordinated exclusively through Clear for the duration of this recruitment.

If at any time the Organization accepts, solicits, screens, interviews, evaluates, engages, or hires any candidate for the position outside of Clear's recruitment process during the term of this Agreement, whether or not Clear had prior contact with the candidate, such action shall constitute a material breach of this Agreement. Upon such breach, Clear may immediately cancel this Agreement and shall be entitled to receive full compensation as if the recruitment had been completed in full.

7.3 Proprietary & Confidential Information; Open Records



Agreement for Executive Level Recruitment Services

The Organization acknowledges that the nature of executive recruitment is such that Clear engages in discussions with prospects throughout the process who may or may not ultimately become a candidate, and that Clear is utilizing its proprietary network of relationships to identify and engage prospective candidates, and that premature release of such proprietary information, including names of prospective candidates who Clear may be having conversations with as part of the recruitment process, may be damaging to the prospects and Clear. Accordingly, the Organization acknowledges and, to the extent provided by law, agrees that all information related to this search is proprietary, and remains the property of and under the exclusive control of Clear, regardless of whether such information has been shared with the Organization or not, including all decisions regarding release of information, until such time that a finalist is named. At the time finalists are determined, all information related to the finalists shall become the property of the Organization and all decisions regarding public disclosure shall be determined by the Organization, except that psychometric assessments, questionnaires, and any information produced by Clear is proprietary and shall not become the property of the Organization or subject to disclosure. If the Organization receives an open records request, the Organization shall notify and share the request with Clear in writing as soon as possible but within no more than three (3) business days of receipt. The Organization shall provide sufficient time for Clear to notify and provide advance notice to the impacted individuals prior to the Organization releasing the required information with protected information redacted. Notwithstanding the foregoing, Clear acknowledges and agrees that Organization is a Texas municipality and subject to the Public Information Act. As such, nothing herein shall be interpreted or construed to limit or otherwise alter or affect Organization's required compliance with the Public Information Act. Clear acknowledges and agrees that any request to the Organization under the Public Information Act will be handled in Organization's discretion in order to comply with such Act.

8. Governing Law; Venue

This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, without regard to its conflict of laws principles. Any legal action or proceeding arising out of or relating to this Agreement shall be brought exclusively in the state or federal courts located in Galveston County, Texas, and each party irrevocably consents to the jurisdiction and venue of such courts.

Approved and agreed to, this the _____ day of _____, 2026 by and between



Clear Career Professionals

Agreement for Executive Level Recruitment Services

Michael Boese, President (Clear)

City of La Marque



CITY COUNCIL AGENDA FORM

Meeting Date: April 13, 2026

Prepared by: Shannon Breau

Department: Public Works

Agenda Item: 6.IV.

Reviewed by:

AGENDA ITEM DESCRIPTION:

Approving Change Order No. 2 for the Waterline Rehabilitation Project within Areas 6 and 7 for additional waterline improvements on Cedar Drive, Ross Street, and Robbie Street to address aging infrastructure and improve system reliability *-Public Works*

STAFF BRIEFING:

The Waterline Rehabilitation Project within Areas 6 and 7 was approved to replace aging and undersized water infrastructure. During construction, additional streets were identified as needing replacement to maximize system reliability and address aging infrastructure in adjacent areas.

The change order includes waterline replacement and associated infrastructure improvements on the following streets:

- Cedar Drive
- Ross Street (FM 1765 to approximately Wisteria Street)
- Ross Street (Lyric Lane to Robbie Street)
- Robbie Street

These improvements will enhance water system reliability, improve fire protection, reduce future maintenance needs, and improve overall service delivery within the project area. The change order also includes additional valves, hydrants, and service connections necessary to complete the improvements.

HISTORY:

Areas 6 and 7 were identified as high-priority rehabilitation zones due to persistent service issues, poor pressure, and aging infrastructure. The project was originally awarded to Scohil Construction Services, LLC in the amount of \$2,930,985.00 following a competitive bid process. During construction, additional streets were identified for inclusion to maximize infrastructure improvements and address adjacent aging waterlines.

FISCAL IMPACT:

- Total Grant Funding Received: **\$4,165,500.00**
- Original Construction Contract: **\$2,930,985.00**
- Previous Change Orders: **\$4,525.00**
- Change Order No. 2: **\$497,995.00**
- New Contract Amount: **\$3,433,505.00**



COMMUNITY DEVELOPMENT & REVITALIZATION
The Texas General Land Office
Construction Change Order Request

NOTE: Texas Local Government Code Sec. 262.031 "CHANGES IN PLANS AND SPECIFICATIONS" regulations apply. Generally, a cumulative increase in the contract price in excess of 25% or a cumulative decrease in excess of 18% are disallowed.

SubrecipientCity of La Marque

GLO Contract Number:24-065-011-E168

Date:3/3/2026

Engineer Name Address & Phone

Subrecipient Name, Address, & Phone Number:

Contractor Name, Address & Phone Number:

LJA Engineering, Inc
11821 E Fwy, Ste 360
Houston, TX 77029

City of La Marque
1111 Bayou Rd
La Marque, TX 77568

Scohil Construction
18534 Mueschke Rd
Cypress, TX 77433

Project #:E019-1013

Bid Package #:

Change Order #:2

Contract Origination Date8/8/2025

Project Description:Waterline Rehabilitation

You are hereby requested to comply with the following changes from the contract plans and specifications.

Item No.	Description of Changes: Quantities, Units, Unit Prices, Change in Completion Schedule etc.	Decrease in Contract Price	Increase in Contract Price
3	8-Inch Waterline, Open Cut Construction, Add Qty 2,815 LF		\$199,865.00
5	8-Inch Waterline, Augered Construction, Add Qty 2,815 LF		\$199,865.00
9	8-Inch Gate Valve with Adjustable Box, Add Qty 13 EA		\$27,170.00
11	Fire Hydrant Assembly, Add Qty 5 EA		\$28,500
29	6-Inch Wet Connect, Add Qty 1 EA		\$2,900
30	8-Inch Wet Connect, Add Qty 3 EA		\$5,500
31	12-Inch Wet Connect, Add 1 EA		\$3,450.00
33	Short Side Service Connection, Add 40 EA		\$14,000.00
34	Long Side Service Connection, Add 21 EA		\$16,695.00

See sheet 2 to add additional entries

Change in Construction Contract Price

Change in Contract Time (Calendar Days)

Original Contract Price:\$2,930,985

Original Contract Time in Days:270

Cumulative Previous Change Order(s) Total:\$4,525.00

Net Change from Previous Change Order(s) in Days:0

Contract Price Prior to this Change Order:\$2,935,510.00

Contract Time Prior to this Change Order in Days:5/22/2026

Net Increase/Decrease of this Change Order:\$497,995.00

Net Increase/Decrease of this Change Order in Days:90



COMMUNITY DEVELOPMENT & REVITALIZATION
The Texas General Land Office
Construction Change Order Request

Contract Price with All Approved Change Orders:	\$3,433,505.00	Contract Time with All Approved Change Orders in Days:	360
Cumulative Percent Change in Contract Price (+/-)	17%	Subrecipient Contract End Date:	7/21/26
Construction Contract Start Date:	8/25/25	Construction Contract End Date:	7/21/26

Reimbursements of costs included in this change order are subject to review by GLO-CDR.

***This document may be executed prior to submission for GLO-CDR review, but all parties involved will be held responsible if the change order or amendment warranted as a result of this change order is not in compliance with CDBG or HUD Requirements**

Subrecipient Signature	Engineer Signature	Contractor Signature
	Kyle Vincent, Assistant Project Manager	GEORGE M. SCOLAR PRESIDENT
Subrecipient Name and Title (Printed)	Engineer Name and Title (Printed)	Contractor Name and Title (Printed)
Subrecipient Signature	Engineer Signature	Contractor Signature

Justification for Change Order

1. Will this change order increase or decrease the number of beneficiaries? ☒ Increase ☐ Decrease ☐ No Change

If there is a change, how many beneficiaries will be affected?

Total LMI

2. Effect of this change on the scope of work: ☒ Increase ☐ Decrease ☐ No Change

3. Effect on operation and maintenance costs: ☐ Increase ☐ Decrease ☐ No Change

4. Are all prices in the change order dependent upon unit prices found in the original bid? ☒ Yes ☐ No

If "no", explain:

5. Has the change created new circumstances or environmental conditions which may affect the project's impact, such as concealed or unexpected conditions discovered during actual construction? ☐ Yes ☒ No

If "yes", is an environmental assessment required?



COMMUNITY DEVELOPMENT & REVITALIZATION
The Texas General Land Office
Construction Change Order Request

-
- | | | |
|--|---|-----------------------------|
| 6. Is the Texas Council on Environmental Quality (TCEQ) clearance still valid (if applicable)? | ☒ Yes | ☐ No |
| 7. Is the CCN permit still valid? (sewer projects only) | ☐ Yes | ☐ No |
| 8. Are the disability access requirements/approval still valid (if applicable)? | ☐ Yes | ☐ No |
| 9. Are other Disaster Recovery contractual special condition clearances still valid? | ☒ Yes | ☐ No |

If "no", explain:

Disclaimer: The Texas General Land Office has made every effort to ensure the information contained on this form is accurate and in compliance with the most up-to-date CDBG-DR and/or CDBG-MIT federal rules and regulations, as applicable. It should be noted that the Texas General Land Office assumes no liability or responsibility for any error or omission on this form that may result from the interim period between the publication of amended and/or revised federal rules and regulations and the Texas General Land Office's standard review and update schedule.



CITY COUNCIL AGENDA FORM

Meeting Date: April 13, 2026

Prepared by: Shannon Breau

Department: Public Works

Agenda Item: 6.V.

Reviewed by:

AGENDA ITEM DESCRIPTION:

Approving Change Order No. 14 for the Citywide Sanitary Sewer Rehabilitation Project - *Public Works*

STAFF BRIEFING:

Change Order No. 14 includes adjustments to multiple project areas based on field conditions and reconciliation of previously used contract items. The change order includes:

- Addition of Alternate Area 6 work utilizing reallocated unused funds
- Increase in concrete apron work in Area 7 due to deeper-than-expected manholes
- Reinstatement of items in Areas 9, 10, 11, and 12 that were previously removed but later determined to have already been completed and paid

This change order results in a net decrease of \$617,947.22 to the overall contract amount. The cumulative contract amount after Change Order No. 14 is \$4,774,460.56. The project completion date remains September 15, 2026.

HISTORY:

The City Council previously approved the Citywide Sanitary Sewer Rehabilitation Project funded through the Texas General Land Office (GLO) HUD Mitigation Program. The project includes rehabilitation and replacement of sanitary sewer infrastructure throughout multiple areas of the city.

Change Order No. 14 reflects adjustments based on actual field conditions, reconciliation of quantities, and reallocation of available funds within the approved project scope.

FISCAL IMPACT:

- Original Contract Amount: \$5,632,613.90
- Contract Amount Prior to Change Order No. 14: \$5,392,407.78

- Net Change (Change Order No. 14): (\$617,947.22)
- Revised Contract Amount: \$4,774,460.56
- Funding Source: Texas General Land Office (GLO) – HMID Grant Funding

This change order results in a cost savings to the project and does not require additional City funding.

March 26, 2026

Mr. Shannon Breaux
Public Works Director
City of La Marque
4916 Texas Avenue, Suite C
La Marque, TX 77568

Re: Citywide Sanitary Sewer Rehabilitation Project - Change Order No. 14
HUD Mitigation Competition (HMID) GLO-CDR Contract No. 22-083-003-D208
Adico Project No. 20100-17

Mr. Breaux:

Adico, LLC provides the following Change Order No. 14 for the subject project.

This Change Order takes care of the following items:

Area 6 Items

The addition of Alternate 6-Area 6 has been made possible by the reallocation of funds originally designated for base bid items and previous Change Orders. These items remain unused and the funds are being made available for use on other items in this contract and in the performance area.

Area 7 Item

This item accounts for an increase in the required concrete apron in Area 7 due to greater-than-expected manhole depths.

Area 9 Items, Area 10 Items, Area 11 Items and Area 12 Items

These items were assumed to be unused and were removed from the project as part of Change Order 12. Later after discussion with the Contractor it was found out that these items had already been used and paid for. Therefore, these items are being added back into the project.

We recommend approval of this Change Order. Should you have any questions or require any additional information, please contact me at 832-895-1093.

Sincerely,
Adico, LLC



Brent Berthier, P.E.
TBPE Firm No. 16423



COMMUNITY DEVELOPMENT & REVITALIZATION
The Texas General Land Office
Construction Change Order Request

NOTE: Texas Local Government Code Sec. 262.031 "CHANGES IN PLANS AND SPECIFICATIONS" regulations apply. Generally, a cumulative increase in the contract price in excess of 25% or a cumulative decrease in excess of 18% are disallowed.

Subrecipient:	City of La Marque	GLO Contract Number:	22-083-003-D208	Date:	3/24/2026
Engineer Name Address & Phone Number:		Subrecipient Name, Address, & Phone Number:		Contractor Name, Address & Phone Number:	
ADICO CONSULTING ENGINEERS 205 E. EDGEWOOD DRIVE FRIENDSWOOD, TX 77546 832-895-1093		SHANNON BREAU PUBLIC WORKS DIRECTOR 4916 TEXAS AVE, SUITE C LA MARQUE, TX 77568 409-944-7369		SOUTHERN TRENCHLESS SOLUTIONS, LLC. 1200 W. EXPRESSWAY 83 LA FERIA, TEXAS 78559 956-277-0354	
Project #:	20100-17	Bid Package #:		Change Order #:	14
Contract Origination Date:	8/18/2023	Project Description: Citywide Sanitary Sewer Rehabilitation Project			

You are hereby requested to comply with the following changes from the contract plans and specifications.

Item No.	Description of Changes: Quantities, Units, Unit Prices, Change in Completion Schedule etc.	Decrease in Contract Price	Increase in Contract Price
CO12-1 (BASE NO.19) Area 11	Provide all supervision, labor, materials, tools, equipment, incidentals and related items for rehabilitation of interior surface of standard 4-foot diameter, concrete sanitary sewer manhole including application of liner, as shown on plans and according to specifications, complete in place. (0'- 8'). (Credit for overage in PA No. 9)		\$ 6,400.00
CO12-2 (BASE NO.29) Area 12	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole lid including inflow protector for standard manhole 4-foot diameter, as shown on plans and according to specifications, complete in place. Includes reconstruction of cone and adjustment to grade as required. (Manholes NOT Located In Flood Plain, 0-8'; includes disposal offsite). (Credit for overage in PA No.5, 12 EA) (Credit for overage in PA No.6, 1 EA) (Credit for overage in PA No.8, 3 EA) (Credit for overage in PA No.9, 1 EA)		\$ 54,400.00
CO12-3 (BASE NO.21) Area 11	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole lid including inflow protector for standard manhole 4-foot diameter, as shown on plans and according to specifications, complete in place. Includes reconstruction of cone and adjustment to grade as required. (Manholes NOT Located In Flood Plain, 0-8'; includes disposal offsite).		\$ 22,400.00
CO.2 (BASE NO.21) Area 11	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole lid including inflow protector for standard manhole 4-foot diameter, as shown on plans and according to specifications, complete in place. Includes reconstruction of cone and adjustment to grade as required. (Manholes NOT Located In Flood Plain, 0-8'; includes disposal offsite).		\$ 3,920.00
CO.2 (BASE NO.27) Area 12	Provide all supervision, labor, materials, tools, equipment, incidentals and related items for rehabilitation of interior surface of standard 4-foot diameter, concrete sanitary sewer manhole including application of liner, as shown on plans and according to specifications, complete in place. (0'-8'). (Credit for overage in PA No.5, 3 EA) (Credit for overage in PA No.6, 3 EA) (Credit for overage in PA No.9, 2 EA)		\$ 15,680.00
CO2-1 Area 12	Provide all supervision, labor, materials, tools, equipment, incidentals and related items for rehabilitation of interior surface of standard 4-foot diameter, concrete sanitary sewer manhole including application of liner, as shown on plans and according to specifications, complete in place. (0'-8').		\$ 3,920.00
CO.11 (BASE NO.4) Area 9	Provide all supervision, labor, materials, tools, equipment, incidentals and related items for rehabilitation of interior surface of standard 4-foot diameter, concrete sanitary sewer manhole including application of liner, as shown on plans and according to specifications, complete in place (0-8').		\$ 7,840.00
CO.11 (BASE NO.12) Area 10	Provide all supervision, labor, materials, tools, equipment, incidentals and related items for rehabilitation of interior surface of standard 4-foot diameter, concrete sanitary sewer manhole including application of liner, as shown on plans and according to specifications, complete in place. (0'- 8').		\$ 6,300.00
CO.11 (BASE NO.19) Area 11	Provide all supervision, labor, materials, tools, equipment, incidentals and related items for rehabilitation of interior surface of standard 4-foot diameter, concrete sanitary sewer manhole including application of liner, as shown on plans and according to specifications, complete in place. (0'- 8').		\$ 19,600.00
CO14-1 Area 7	Additional concrete for pavement larger than 4'x4' - tracked and charged by square foot.		\$ 62,071.88
CO14-2 Area 6	Additional concrete for pavement larger than 4'x4' - tracked and charged by square foot.		\$ 50,000.00
CO14-A6.1 Area 6	Provide all supervision, labor, materials, tools, equipment, incidentals and related items for rehabilitation of interior surface of standard 4-foot diameter, concrete sanitary sewer manhole including application of liner, as shown on plans and according to specifications, complete in place. (0 - 8')		\$ 47,040.00

CO14-A6.2 Area 6	Provide all supervision, labor, materials, tools, equipment, incidentals and related items for rehabilitation of interior surface of standard 4-foot diameter, concrete sanitary sewer manhole including application of liner, as shown on plans and according to specifications, complete in place. (Extra Depth greater than 8')		\$ 2,450.00
CO14-A6.3 Area 6	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole lid including inflow protector for standard manhole 4-foot diameter, as shown on plans and according to specifications, complete in place. Includes reconstruction of cone and adjustment to grade as required. (Manholes NOT Located In Flood Plain, 0 - 8', includes disposal offsite)		\$ 198,400.00
CO14-A6.4 Area 6	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to install sealed manhole lid including inflow protector and vent as shown on plans and according to specifications, complete in place. (Manholes Located In Flood Plain)		\$ 23,800.00
CO14-A6.5 Area 6	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to perform full depth saw cut, remove pavement and replace a minimum of 4' x 4' square reinforced concrete pavement for pavement rehabilitation as shown on plans and according to specifications, complete in place. (Includes disposal offsite)		\$ 62,500.00
CO14-A6.6 Area 6	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole, includes resilient pipe connector and inflow protector as shown on plans and according to specifications, complete in place. (0'-8', does NOT include manhole lid, includes disposal offsite)		\$ 100,000.00
CO14-A6.7 Area 6	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole, includes resilient pipe connector and inflow protector as shown on plans and according to specifications, complete in place. (Extra Depth greater than 8', does NOT include manhole lid, includes disposal offsite)		\$ 10,800.00
CO14-A6.8 Area 6	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace "UNABLE TO OPEN" manholes as shown on plans and according to specifications, complete in place, (0' - 8', does NOT include manhole lid, includes disposal offsite)		\$ 300,000.00
CO14-A6.9 Area 6	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace "UNABLE TO OPEN" manholes as shown on plans and according to specifications, complete in place, (Extra Depth greater than 8', does NOT include manhole lid, includes disposal offsite)		\$ 10,800.00
CO.2 (Item NO. 29)	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole lid including inflow protector for standard manhole 4-foot diameter, as shown on plans and according to specifications, complete in place. Includes reconstruction of cone and adjustment to grade as required. (Manholes NOT Located In Flood Plain, 0-8', includes disposal offsite). (Payment for overage in PA No. 8)	\$ 3,200.00	
6	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole lid including inflow protector for standard manhole 4-foot diameter, as shown on plans and according to specifications, complete in place. (Manholes NOT Located In Flood Plain, 0- 8', includes disposal offsite)	\$ 6,400.00	
7	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to install sealed manhole lid including inflow protector and vent, as shown on plans and according to specifications, complete in place. (Manholes Located In Flood Plain)	\$ 3,400.00	
10	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace "UNABLE TO OPEN" manholes as shown on plans and according to specifications, complete in place. (0'-8', does NOT include manhole lid, includes disposal offsite)	\$ 100,000.00	
11	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace "UNABLE TO OPEN" manholes as shown on plans and according to specifications, complete in place. (Extra Depth greater than 8', does NOT include manhole lid, includes disposal offsite)	\$ 5,400.00	
14	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole lid including inflow protector for standard manhole 4-foot diameter, as shown on plans and according to specifications, complete in place. Includes reconstruction of cone and adjustment to grade as required. (Manholes NOT Located In Flood Plain, 0-8', includes disposal offsite)	\$ 49,600.00	
17	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace "UNABLE TO OPEN" manholes as shown on plans and according to specifications, complete in place. (0'-8', does NOT include manhole lid, includes disposal offsite)	\$ 87,500.00	
18	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace "UNABLE TO OPEN" manholes as shown on plans and according to specifications, complete in place. (Extra Depth greater than 8', does NOT include manhole lid, includes disposal offsite)	\$ 1,800.00	
20	Provide all supervision, labor, materials, tools, equipment, incidentals and related items for rehabilitation of interior surface of standard 4-foot diameter, concrete sanitary sewer manhole including application of liner, as shown on plans and according to specifications, complete in place (Extra Depth greater than 8')	\$ 703.15	
22	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to install sealed manhole lid including inflow protector and vent, as shown on plans and according to specifications, complete in place. (Manholes Located In Flood Plain)	\$ 71,400.00	

25	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace "UNABLE TO OPEN" manholes as shown on plans and according to specifications, complete in place. (0'-8', does NOT include manhole lid, includes disposal offsite)	\$ 50,000.00	
26	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace "UNABLE TO OPEN" manholes as shown on plans and according to specifications, complete in place. (Extra Depth greater than 8', does NOT include manhole lid, includes disposal offsite)	\$ 9,000.00	
28	Provide all supervision, labor, materials, tools, equipment, incidentals and related items for rehabilitation of interior surface of standard 4-foot diameter, concrete sanitary sewer manhole including application of liner, as shown on plans and according to specifications, complete in place (Extra Depth greater than 8')	\$ 2,065.35	
30	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to install sealed manhole lid including inflow protector and vent, as shown on plans and according to specifications, complete in place. (Manholes Located In Flood Plain)	\$ 98,600.00	
36	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to hydromulch areas disturbed by construction activities according to specifications, complete in place. Includes removal after completion of work.	\$ 27,225.00	
CO2-Base Bid Item 6 Area 9	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole lid including inflow protector for standard manhole 4-foot diameter, as shown on plans and according to specifications, complete in place. Includes reconstruction of cone and adjustment to grade as required. (Manholes NOT Located In Flood Plain, 0-8', includes disposal offsite).	\$ 16,000.00	
CO2-14 Area 10	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole lid including inflow protector for standard manhole 4-foot diameter, as shown on plans and according to specifications, complete in place. Includes reconstruction of cone and adjustment to grade as required. (Manholes NOT Located In Flood Plain, 0-8', includes disposal offsite).	\$ 9,600.00	
CO2-27 Area 12	Provide all supervision, labor, materials, tools, equipment, incidentals and related items for rehabilitation of interior surface of standard 4-foot diameter, concrete sanitary sewer manhole including application of liner, as shown on plans and according to specifications, complete in place. (0'-8').	\$ 15,680.00	
CO2-29 Area 12	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole lid including inflow protector for standard manhole 4-foot diameter, as shown on plans and according to specifications, complete in place. Includes reconstruction of cone and adjustment to grade as required. (Manholes NOT Located In Flood Plain, 0-8', includes disposal offsite).	\$ 44,800.00	
CO2-2 Area 12	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole lid including inflow protector for standard manhole 4-foot diameter, as shown on plans and according to specifications, complete in place. Includes reconstruction of cone and adjustment to grade as required. (Manholes NOT Located In Flood Plain, 0-8', includes disposal offsite).	\$ 9,600.00	
A2.1 Alternate 2 Area 2	Provide all supervision, labor, materials, tools, equipment, incidentals and related items for rehabilitation of interior surface of standard 4-foot diameter, concrete sanitary sewer manhole including application of liner, as shown on plans and according to specifications, complete in place. (0 - 8').	\$ 7,840.00	
A2.2 Alternate 2 Area 2	Provide all supervision, labor, materials, tools, equipment, incidentals and related items for rehabilitation of interior surface of standard 4-foot diameter, concrete sanitary sewer manhole including application of liner, as shown on plans and according to specifications, complete in place. (Extra Depth greater than 8').	\$ 4,319.35	
A2.3 Alternate 2 Area 2	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole lid including inflow protector for standard manhole 4-foot diameter, as shown on plans and according to specifications, complete in place. Includes reconstruction of cone and adjustment to grade as required. (Manholes NOT Located In Flood Plain, 0 - 8', includes disposal offsite).	\$ 54,400.00	
A2.4 Alternate 2 Area 2	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to perform full depth saw cut, remove pavement and replace a minimum of 4' x 4' square reinforced concrete pavement for pavement rehabilitation as shown on plans and according to specifications, complete in place. (Includes disposal offsite).	\$ 7,500.00	
A2.5 Alternate 2 Area 2	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole, includes resilient pipe connector and inflow protector as shown on plans and according to specifications, complete in place. (0'-8', does NOT include manhole lid, includes disposal offsite).	\$ 12,500.00	
A2.6 Alternate 2 Area 2	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole, includes resilient pipe connector and inflow protector as shown on plans and according to specifications, complete in place. (Extra Depth greater than 8', does NOT include manhole lid, includes disposal offsite).	\$ 5,400.00	
A2.7 Alternate 2 Area 2	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace "UNABLE TO OPEN" manholes as shown on plans and according to specifications, complete in place, (0' - 8', does NOT include manhole lid, includes disposal offsite).	\$ 137,500.00	

A2.8 Alternate 2 Area 2	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace "UNABLE TO OPEN" manholes as shown on plans and according to specifications, complete in place, (Extra Depth greater than 8', does NOT include manhole lid, includes disposal offsite).	\$	47,700.00	
CO8-1	Additional concrete for pavement larger than 4'x4' - tracked and charged by square foot.	\$	15,468.75	
CO10-A4.1 Alternate 4 Area 4	Provide all supervision, labor, materials, tools, equipment, incidentals and related items for rehabilitation of interior surface of standard 4-foot diameter, concrete sanitary sewer manhole including application of liner, as shown on plans and according to specifications, complete in place. (0 - 8').	\$	49,000.00	
CO10-A4.2 Alternate 4 Area 4	Provide all supervision, labor, materials, tools, equipment, incidentals and related items for rehabilitation of interior surface of standard 4-foot diameter, concrete sanitary sewer manhole including application of liner, as shown on plans and according to specifications, complete in place. (Extra Depth greater than 8').	\$	16,170.00	
CO10-A4.5 Alternate 4 Area 4	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole, includes resilient pipe connector and inflow protector as shown on plans and according to specifications, complete in place. (0'-8', does NOT include manhole lid, includes disposal offsite).	\$	87,500.00	
CO10-A4.6 Alternate 4 Area 4	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole, includes resilient pipe connector and inflow protector as shown on plans and according to specifications, complete in place. (Extra Depth greater than 8', does NOT include manhole lid, includes disposal offsite).	\$	3,600.00	
CO10-A4.7 Alternate 4 Area 4	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace "UNABLE TO OPEN" manholes as shown on plans and according to specifications, complete in place, (0' - 8', does NOT include manhole lid, includes disposal offsite).	\$	112,500.00	
CO10-A4.8 Alternate 4 Area 4	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace "UNABLE TO OPEN" manholes as shown on plans and according to specifications, complete in place, (Extra Depth greater than 8', does NOT include manhole lid, includes disposal offsite).	\$	10,800.00	
CO11-1 Area 9	Additional concrete for pavement larger than 4'x4' - tracked and charged by square foot.	\$	10,312.50	
CO11-21 Area 11	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole lid including inflow protector for standard manhole 4-foot diameter, as shown on plans and according to specifications, complete in place. Includes reconstruction of cone and adjustment to grade as required. (Manholes NOT Located In Flood Plain, 0-8', includes disposal offsite).	\$	22,400.00	
CO11-1 Area 11	Additional concrete for pavement larger than 4'x4' - tracked and charged by square foot.	\$	15,468.75	
CO11-27 Area 12	Provide all supervision, labor, materials, tools, equipment, incidentals and related items for rehabilitation of interior surface of standard 4-foot diameter, concrete sanitary sewer manhole including application of liner, as shown on plans and according to specifications, complete in place. (0' - 8').	\$	15,680.00	
CO11-29 Area 12	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole lid including inflow protector for standard manhole 4-foot diameter, as shown on plans and according to specifications, complete in place. Includes reconstruction of cone and adjustment to grade as required. (Manholes NOT Located In Flood Plain, 0-8', includes disposal offsite).	\$	3,200.00	
CO11-31 Area 12	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to perform full depth saw cut, remove pavement and replace a minimum of 4'x4' square reinforced concrete pavement for pavement rehabilitation as shown on plans and according to specifications, complete in place. (Includes disposal offsite).	\$	2,500.00	
CO11-1 Area 12	Additional concrete for pavement larger than 4'x4' - tracked and charged by square foot.	\$	5,156.25	
CO.12-A7.1 Alternate 7 Area 7	Provide all supervision, labor, materials, tools, equipment, incidentals and related items for rehabilitation of interior surface of standard 4-foot diameter, concrete sanitary sewer manhole including application of liner, as shown on plans and according to specifications, complete in place (0-8')	\$	35,280.00	
CO.12-A7.2 Alternate 7 Area 7	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace manhole lid including inflow protector for standard 4-foot diameter, as shown on plans and according to specifications, complete in place. Includes reconstruction of cone and adjustment to grade as required. (Manholes NOT located in Flood Plain, 0-8', includes disposal offsite)	\$	89,600.00	
CO.12-A7.3 Alternate 7 Area 7	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to perform full depth saw cut, remove pavement and replace a minimum of 4'x4' square reinforced concrete pavement for pavement rehabilitation as shown on plans and according to specifications, complete in place. (Includes disposal offsite).	\$	5,000.00	
CO.12-A7.4 Alternate 7 Area 7	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to replace manhole, includes resilient pipe connector and inflow protector as shown on plans and according to specifications, complete in place. (0-8', does NOT include manhole lid, includes disposal offsite)	\$	50,000.00	

CO.12-A7.5 Alternate 7 Area 7	Provide all supervision, labor, materials, tools, equipment, incidentals and related items to remove and replace "UNABLE TO OPEN" manholes as shown on plans and according to specifications, complete in place, (0-8'; does NOT include manhole lid, includes disposal offsite)	\$ 187,500.00	
-------------------------------------	--	---------------	--

See sheet 2 to add additional entries

Change in Construction Contract Price

Change in Contract Time (Calendar Days)

Original Contract Price:	\$ 5,632,613.90
Cumulative Previous Change Order(s) Total:	\$ (240,206.12)
Contract Price Prior to this Change Order:	\$ 5,392,407.78
Net Increase/Decrease of this Change Order:	\$ (617,947.22)

Original Contract Time in Days:	365
Net Change from Previous Change Order(s) in Days:	60
Contract Time Prior to this Change Order in Days:	425
Net Increase/Decrease of this Change Order in Days:	549



COMMUNITY DEVELOPMENT & REVITALIZATION The Texas General Land Office Construction Change Order Request

Contract Price with All Approved Change Orders:	\$ 4,774,460.56
Cumulative Percent Change in Contract Price (+/-)	-15.24%
Construction Contract Start Date:	1/15/2024

Contract Time with All Approved Change Orders in Days:	974
Subrecipient Contract End Date:	9/15/2026
Construction Contract End Date:	9/15/2026

Reimbursements of costs included in this change order are subject to review by GLO-CDR.

***This document may be executed prior to submission for GLO-CDR review, but all parties involved will be held responsible if the change order or amendment warranted as a result of this change order is not in compliance with CDBG or HUD Requirements**

Subrecipient Signature	Engineer Signature	Contractor Signature
Shannon Breaux, Public Works Director	Brent Berthier, PM	Ramon Closner, Managing Member
Subrecipient Name and Title (Printed)	Engineer Name and Title (Printed)	Contractor Name and Title (Printed)
Subrecipient Signature	Engineer Signature	Contractor Signature

Justification for Change Order

1. Will this change order increase or decrease the number of beneficiaries?

Increase

Decrease

No Change

If there is a change, how many beneficiaries will be affected?

Total

LMI

2. Effect of this change on the scope of work:

Increase

Decrease

No Change

3. Effect on operation and maintenance costs:

Increase

Decrease

No Change

4. Are all prices in the change order dependent upon unit prices found in the original bid?

Yes

No

If "no", explain:

5. Has the change created new circumstances or environmental conditions which may affect the project's impact, such as concealed or unexpected conditions discovered during actual construction?

Yes

No

If "yes", is an environmental assessment required?



COMMUNITY DEVELOPMENT & REVITALIZATION The Texas General Land Office Construction Change Order Request

6. Is the Texas Council on Environmental Quality (TCEQ) clearance still valid (if applicable)?	Yes	No
7. Is the CCN permit still valid? (sewer projects only)	Yes	No
8. Are the disability access requirements/approval still valid (if applicable)?	Yes	No
9. Are other Disaster Recovery contractual special condition clearances still valid?	Yes	No

If "no", explain:

Disclaimer: The Texas General Land Office has made every effort to ensure the information contained on this form is accurate and in compliance with the most up-to-date CDBG-DR and/or CDBG-MIT federal rules and regulations, as applicable. It should be noted that the Texas General Land Office assumes no liability or responsibility for any error or omission on this form that may result from the interim period between the publication of amended and/or revised federal rules and regulations and the Texas General Land Office's standard review and update schedule.



CITY COUNCIL AGENDA FORM

Meeting Date: April 13, 2026
Prepared by: _____
Department: City Clerk

Agenda Item: 7.I.
Reviewed by: _____

AGENDA ITEM DESCRIPTION:

Approving the draft Public Information Processing Policy - *City Clerk/Legal*

STAFF BRIEFING:

The City of La Marque has, for years, been experiencing a massive influx of Public Information Requests. This has led to a restructure of how the City has chosen to process these requests. At the request of the current City Administration - the City Clerk's Office and the La Marque Police Records Division, in conjunction with legal counsel have derived a policy in relation to this process.

HISTORY:

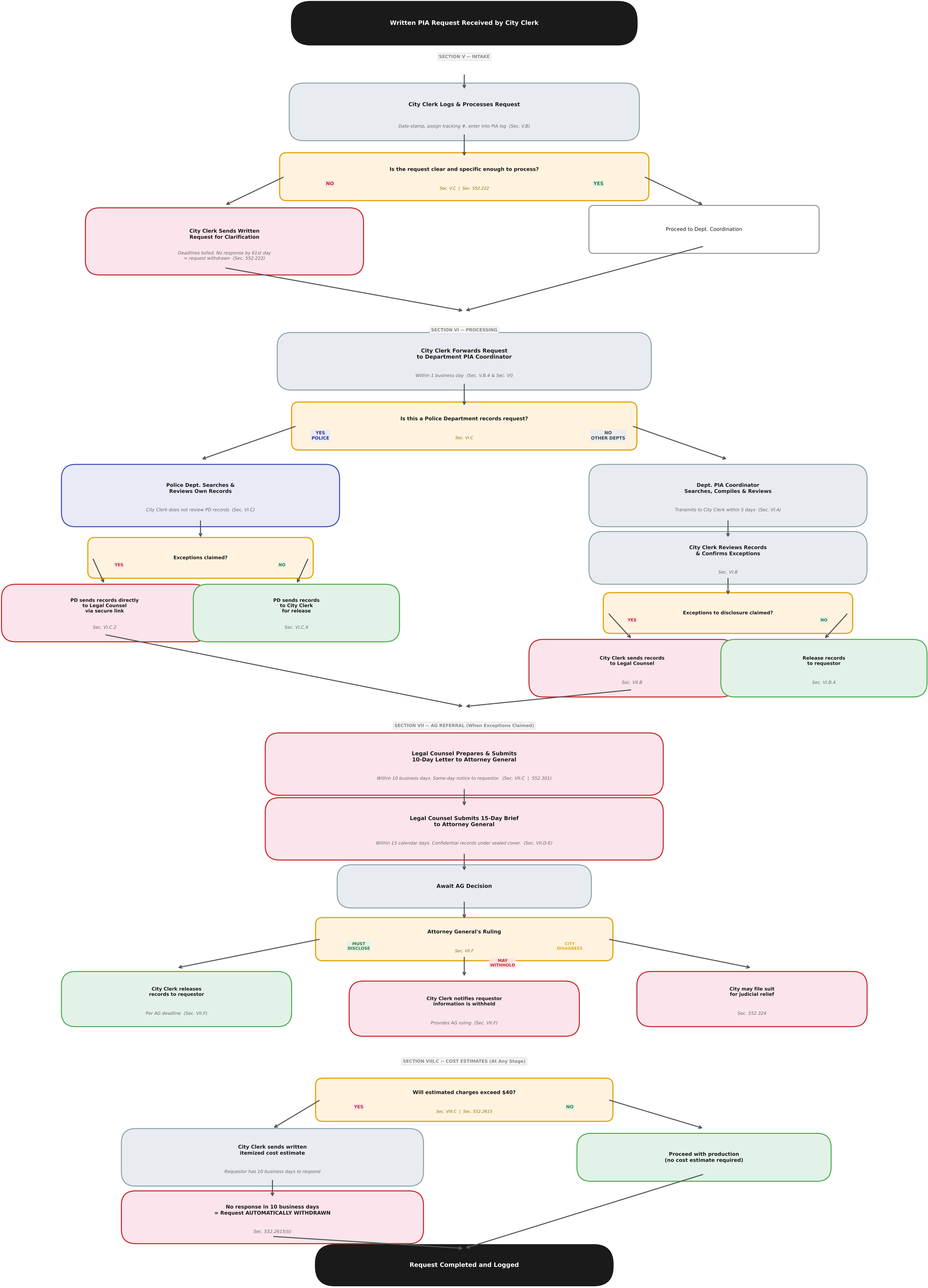
03.09.2026 - City Council Requested City Public Information Policy

FISCAL IMPACT:

CITY OF LA MARQUE, TEXAS

Public Information Act Request Processing Flowchart

ADM-2026-001 | Chapter 552, Texas Government Code



Process Step



Decision Point



Release / Action



Legal / Exception



Police Department

CITY OF LA MARQUE, TEXAS

Texas Public Information Act Request Processing Policy

Chapter 552, Texas Government Code

Policy Number	ADM-2026-001
Effective Date	[Upon Approval]
Approved By	City Manager
Department	City Clerk / Administration

Section I. Purpose

The purpose of this policy is to establish uniform procedures for the City of La Marque to receive, process, and respond to requests for public information submitted under the Texas Public Information Act ("TPIA"), Chapter 552 of the Texas Government Code. This policy ensures that the City complies with all statutory requirements while protecting information that is excepted from disclosure under applicable law.

Section II. Legal Authority

This policy is adopted pursuant to the following authorities:

1. Chapter 552, Texas Government Code (Texas Public Information Act)
2. Opinions and rulings of the Texas Attorney General
3. City of La Marque Code of Ordinances, including the adopted ordinance regarding vexatious requestors
4. Rules promulgated by the Texas Attorney General under Section 552.321, Texas Government Code

Section III. Definitions

Business Day. A day that is not a Saturday, Sunday, or official state holiday as defined by the Texas Government Code.

City Clerk. The City Clerk of the City of La Marque, who serves as the designated officer for receiving and coordinating responses to public information requests.

Confidential Information. Information that is excepted from required public disclosure under Subchapter C of Chapter 552, Texas Government Code, or other applicable state or federal law.

Governmental Body. The City of La Marque, Texas, and its departments, boards, commissions, and offices, as defined by Section 552.003, Texas Government Code.

Officer for Public Information. The City Clerk, who is the designated officer responsible for the release of public information in accordance with Section 552.201, Texas Government Code.

Public Information. Information that is written, produced, collected, assembled, or maintained under a law or ordinance or in connection with the transaction of official business by a governmental body, as defined by Section 552.002, Texas Government Code.

Requestor. Any person, including a representative of a media organization, who submits a written request for public information under the Texas Public Information Act.

Section IV. Designated Officer for Public Information

The City Clerk is designated as the Officer for Public Information for the City of La Marque. In accordance with Section 552.201 of the Texas Government Code, the City Clerk is responsible for the following:

1. Receiving all requests for public information directed to the City
2. Coordinating with the relevant City department(s) to identify, locate, and compile responsive records
3. Reviewing responsive records for potential exceptions to disclosure
4. Ensuring timely production of responsive records or timely referral to the Office of the Attorney General
5. Maintaining a log of all public information requests received and their disposition
6. Serving as the primary point of contact for requestors regarding the status of their requests

In the absence of the City Clerk, the City Manager shall designate an alternate to fulfill these duties.

Section V. Request Intake Procedures

A. Submission of Requests

Requests for public information must be submitted in writing to the City Clerk by any of the following methods: in person at City Hall, by U.S. Mail, by email, or through the City's website, if an online submission portal is made available. The City does not accept verbal requests for public information. All requests must be in writing to be processed under this policy and the TPIA.

B. Receipt and Logging

Upon receipt of a written request, the City Clerk shall:

1. Date-stamp the request with the date of receipt
2. Assign a unique tracking number to the request
3. Enter the request into the public information request log, including the requestor's name (if provided), date received, description of information requested, and the department(s) likely to hold responsive records
4. Forward the request to the relevant department head or designee within one (1) business day of receipt

C. Clarification of Requests

If a request is unclear, overly broad, or does not reasonably identify the requested information, the City Clerk shall send a written request for clarification to the requestor in accordance with Section 552.222 of the Texas Government Code. The statutory

response deadlines are tolled (paused) beginning on the date the written request for clarification is sent and continuing until the requestor responds. If the requestor fails to provide the requested clarification on or before the 61st day after the date the City sends the written request for clarification, the request is considered to have been withdrawn by the requestor.

Section VI. Processing Requests

Each City department shall designate a Department Public Information Coordinator (“Department PIA Coordinator”) who is responsible for receiving public information requests forwarded by the City Clerk, coordinating the search for responsive records within the department, and serving as the department’s point of contact for all matters related to the processing of public information requests. The Department PIA Coordinator shall be identified by name and title, and the City Clerk shall maintain a current list of all Department PIA Coordinators. In the event a Department PIA Coordinator is absent or unavailable, the department head shall ensure that an alternate is designated to fulfill these responsibilities so that statutory deadlines are not compromised.

A. Department Coordination

Upon receiving the forwarded request from the City Clerk, the Department PIA Coordinator for the responsible department shall:

1. Conduct a diligent search for all records responsive to the request
2. Compile all potentially responsive records
3. Review the compiled records and identify any information that may be subject to an exception from disclosure under Subchapter C of Chapter 552 or other applicable law
4. Notify the City Clerk in writing of any claimed exceptions to disclosure, citing the specific statutory basis for each exception
5. Transmit all responsive records to the City Clerk within five (5) business days of receiving the forwarded request, or as soon as practicable

B. City Clerk Review

Upon receiving the compiled records and any claimed exceptions from the responsible department, the City Clerk shall:

1. Review the responsive records for completeness
2. Confirm the applicability of any claimed exceptions to disclosure
3. Determine whether any responsive information may be released without an Attorney General opinion
4. If all information is subject to release, promptly produce the records to the requestor

5. If any exception to disclosure is claimed, initiate the Attorney General referral process as described in Section VII of this policy

C. Police Department Records

Notwithstanding the general procedures described in Subsections A and B above, requests for records held by the Police Department shall be handled as follows. Due to the sensitive nature of law enforcement records and the frequency of applicable exceptions to disclosure, the City Clerk shall not initially review Police Department records. Instead, the Police Department shall:

1. Conduct its own search for responsive records and review those records for applicable exceptions to disclosure
2. If the Police Department determines that any responsive records are subject to an exception from disclosure, the Police Department shall prepare all responsive records (including those claimed as excepted) and shall confer with the City Clerk to initiate legal communication in preparation of the Attorney General referral
3. The Police Department shall notify the City Clerk that the request has been prepared for an Attorney General opinion and provide the City Clerk with any records that are not subject to a claimed exception so that those records may be promptly released to the requestor
4. If no exceptions to disclosure are claimed, the Police Department shall transmit all responsive records to the City Clerk for release to the requestor in the ordinary course

The City Clerk shall continue to serve as the point of contact for the requestor and shall log the status of all Police Department requests in the public information request log.

D. Timeline for Production

Under Section 552.221 of the Texas Government Code, the City must produce public information promptly. As a general matter, records should be made available within ten (10) business days after the date the request is received. If the requested information cannot be produced within ten (10) business days due to the volume or complexity of the request, the City Clerk shall notify the requestor in writing and set a date and hour within a reasonable time for the information to be produced.

Section VII. Attorney General Referral Process

A. When Referral Is Required

If the City wishes to withhold any requested information based on an exception to disclosure, the City must request a decision from the Office of the Attorney General within ten (10) business days after receiving the written request, as required by Section 552.301 of the Texas Government Code. Failure to timely request an Attorney General decision results in a presumption that the information is public and must be released.

B. Role of Legal Counsel

When necessary, the City utilizes outside legal counsel to assist with the Attorney General referral process. The City's current legal counsel for public information matters is Olson & Olson, LLP. When a referral is necessary, the City Clerk (or, in the case of Police Department records, the Police Department) shall promptly transmit the following to legal counsel:

1. A copy of the original public information request
2. All responsive records, including those for which an exception is claimed
3. A written summary of the specific exceptions to disclosure claimed by the responsible department, with citations to the applicable statutory provisions

C. Ten-Day Letter

Either staff utilizing templates provided by legal counsel, or legal counsel shall prepare and submit the request for an Attorney General decision (commonly referred to as the "ten-day letter") within the ten (10) business day deadline prescribed by Section 552.301. This letter notifies the Attorney General that the City seeks a ruling on whether specific information may be withheld. On the same day the request is submitted to the Attorney General, the City Clerk (or legal counsel on behalf of the City) shall provide written notice to the requestor that the City has requested an Attorney General decision and that the requestor may submit written comments to the Attorney General regarding the request.

D. Fifteen-Day Brief

Within fifteen (15) calendar days after the date of the request for a decision a written brief (the "fifteen-day letter") in support of the City's position, as required by Section 552.304 of the Texas Government Code shall be prepared and submitted to the Attorney General. The brief shall include the specific reasons and legal authorities supporting the claimed exceptions to disclosure.

E. Submission of Confidential Records

In accordance with Section 552.303 of the Texas Government Code, the City shall submit copies of the specific information at issue to the Attorney General. The City shall not release any information that is the subject of a pending Attorney General decision until a ruling is received, unless the City receives written permission from the Attorney General or the requestor withdraws the request for that information.

F. Attorney General Decision

Upon receipt of the Attorney General's decision, the City Clerk shall promptly take the following action:

- If the Attorney General rules that the information must be disclosed, the City Clerk shall produce the information to the requestor within a reasonable time, not to exceed the deadline specified in the Attorney General's ruling.

- If the Attorney General rules that the information is excepted from disclosure, the City Clerk shall notify the requestor that the requested information is being withheld and provide the requestor with a copy of the Attorney General's ruling or a reference to the applicable open records decision.
- If the City disagrees with an Attorney General ruling requiring disclosure, the City may file suit seeking judicial relief in accordance with Section 552.324 of the Texas Government Code, after consultation with the City Attorney and City Manager.

Section VIII. Calculation of Staff Time for Response

The City shall track the time spent by City personnel in responding to public information requests. The calculation of staff time includes all time reasonably necessary to locate, compile, review, redact (if applicable), and reproduce responsive records.

A. Personnel Time Tracking

Each employee involved in responding to a public information request shall record the following:

1. Employee name and job title
2. Date and time spent on each task related to the request (searching, reviewing, compiling, redacting, copying)
3. A brief description of the work performed

B. Hourly Rate Calculation

The hourly rate for personnel time shall be calculated based on the employee's actual salary or wages, including benefits, divided by the applicable number of working hours. In accordance with Section 552.261 of the Texas Government Code, the City may charge for personnel time if the requestor requires more than 36 hours of personnel time during the fiscal year running from Oct. 1 to Sept. 30. For request that require more than \$40 of staff time to respond then the City may charge a requestor. The City shall apply the rules adopted by the Attorney General regarding charges for copies, labor, and overhead as set forth in 1 Texas Administrative Code, Chapter 70.

C. Cost Estimates

In accordance with Section 552.2615 of the Texas Government Code, if the estimated charges for a request will exceed \$40.00, the City Clerk shall provide the requestor with a written itemized statement detailing all estimated charges, including any allowable charges for labor or personnel costs. The statement shall inform the requestor that the request is considered automatically withdrawn if the requestor does not respond in writing within ten (10) business days after the date the statement is sent. The requestor may respond by: (1) accepting the estimated charges; (2) modifying the request in response to the itemized statement; or (3) sending a complaint to the Attorney General alleging overcharging. If the requestor does not respond in writing within ten (10)

business days, the request is considered to have been withdrawn by the requestor. If the City later determines that the actual estimated charges will exceed the original itemized statement by 20 percent or more, the City Clerk shall send an updated itemized statement, and the same 10-business-day response requirement applies. Charges for public information shall be established by a separate fee schedule adopted by the City, consistent with the rules of the Attorney General.

Section IX. Exceptions to Disclosure

Certain information held by the City may be excepted from required public disclosure under the TPIA. Common categories of excepted information include, but are not limited to:

- Information deemed confidential by law, including attorney-client privileged communications (Section 552.101)
- Information related to litigation or settlement negotiations involving the City (Section 552.103)
- Competitive bidding information prior to bid opening (Section 552.104)
- Internal personnel information, including evaluations and disciplinary records to the extent allowed by law (Sections 552.101 and 552.102)
- Law enforcement and investigative records that, if released, would interfere with an ongoing investigation (Section 552.108)
- Private information about individuals, including home addresses, phone numbers, social security numbers, and similar identifying information of current and former employees (Section 552.117)
- Trade secrets and proprietary commercial or financial information (Section 552.110)

This list is not exhaustive. Departments should consult with the City Clerk and, if necessary, the City Attorney when questions arise regarding the applicability of any exception.

Section X. Records Retention

The City Clerk shall retain copies of all public information requests, responsive records, correspondence with requestors, Attorney General referrals and decisions, cost estimates, and internal tracking documentation in accordance with the City's records retention schedule and the requirements of the Texas State Library and Archives Commission.

Section XI. Training

All City department heads, Department PIA Coordinators, and other designated staff members who may be involved in responding to public information requests shall receive training on the requirements of the Texas Public Information Act. Training shall

be provided at least once every two years, or more frequently as needed due to changes in law or procedure. The City Clerk shall coordinate training efforts and maintain records of attendance.

Section XII. Policy Enforcement and Compliance

Failure by City employees to comply with this policy or the requirements of the TPIA may result in disciplinary action, up to and including termination. Willful violations of the TPIA may also subject individuals to criminal penalties as provided in Sections 552.352 and 552.353 of the Texas Government Code. The City Manager is responsible for ensuring that all departments comply with this policy.

Section XIII. Policy Amendments

This policy may be amended by the City Manager as needed to reflect changes in applicable law, Attorney General guidance, or City operations. Material amendments to this policy shall be presented to the City Council for review. All City employees shall be notified of amendments to this policy within thirty (30) days of adoption.

APPROVED:

City Manager

Date: _____

ACKNOWLEDGED:

City Clerk

Date: _____

**CITY OF LA MARQUE
WORK ORDER – No. 2026-01**

**Architectural and Engineering Service
For Building A Renovation for Police Department Support Office**

Adico, LLC ("ADICO") is pleased to provide engineering and architectural design services for proposed renovation of Building "A" located at 4916 Texas Ave., La Marque, Texas. ADICO and its subcontractor, Project Luong Architect, will provide design services for the "Project". The Project will include renovation of the existing building to provide office space to support the City of La Marque Police Department. Based on our correspondence and discussion, below is our understanding of the project:

PROJECT DESCRIPTION:

1. The Architect will work with the Owner to define an overall program for the City of La Marque Police Department based on the following sketches provided by the Owner.
2. The Architect will then prepare a conceptual floor plan for the overall building and a plan for Phase 1 that meets the Owner's budget of 1.5 million dollars.
3. Once the program and conceptual plans are approved by the Owner, the Architect will proceed with Construction Documents for Phase 1.
4. Phase 1 will consist of police administration offices, miscellaneous offices and supporting spaces. Phase 1 will include demolition of all interior partitions, ceilings and utilities. Power and plumbing lines will be taken back to the exterior tie ins and panels.
5. Phase 1 does not include the design of any specialty use police spaces. Should the Owner require specialty spaces to be added to the Phase 1, the Architect will be entitled to additional services to cover the change in scope of work.
6. The Architect will lay out general FFE in the overall concept plans to confirm size of spaces work as intended. The Architect will provide furniture specs and bidding for Phase 1 only.
7. The Architect will provide standard room signage. Specialty signage and wayfinding are not included in this proposal.
8. MEP and structural services will be included as part of basic services.
9. AV/IT and access control design is by the Owner. The Architect will work with the City IT department to ensure that the AV/IT and access control design is coordinated with the construction documents. The Architect assumes that the City will secure their own design build contractor to install low voltage and security devices within the building.

SCOPE OF SERVICES:

ALLC shall provide professional engineering and architectural services as set forth in this Agreement. Basic Services will be provided phases described below:

Basic Services:

1. Programming and Conceptual Design:
 - a. Attend Project "Kick-Off" Meeting with the Client to review project requirements.
 - b. Based on plans provided, continue to refine the scope, floorplan, structural and MEP systems.
 - c. Make minor revision to the Programming and Conceptual Design drawings
 - d. Review utilities, code and planning issues.
 - e. Review of the Building Code and Parking Ordinance to determine allowable building area.
2. Construction Documents
 - a. Prepare Construction Drawings upon authorization by the Client. These Construction Drawings are based on the approved Program and Conceptual Design drawings.
 - b. The Construction Drawings shall consist of Architectural, MEP, Civil and Structural Engineering Drawings to construct the Project.
 - c. Participate in meetings with Client and the consultants to review Construction Drawing progress. Prepare and issue Meeting Notes.

- d. MEP Engineering includes water, sewer, freeze protection, exterior soffit and wall pak lighting.
- e. Prepare application and submit plans to an Accessibility Specialist registered (RAS) with Texas Department of Licensing and Regulation (TDLR) for Architectural Barriers Act Plan Review. Coordinate with RAS and prepare responses to their review comments.

3. *Bid Phase Services:*

- a. Prepare contract documents for bid.
- b. Assist the Client in the advertisement of the Project for bid, including preparation and distribution of notices, invitation, bid conditions, and prequalification forms.
- c. Assist the Client in the opening and tabulation of bids for construction of the Project, and consult with the Client as to the proper action to be taken based on the engineering considerations.
- d. Review contractor's qualification statement and advise the Client of the information gathered during the review.
- e. Prepare and assist in the execution of formal construction contract documents.

4. *Construction Phase Services*

- a. Make visits to the Project at appropriate intervals of construction, or as requested by the Client.
- b. Review and approve shop drawings and other appropriate submittals or samples.
- c. Assist with the Contactor's field questions.
- d. Provide correspondence and documentation as appropriate. Respond to reasonable Contractor's RFI.
- e. Review Testing Reports, when provided.
- f. Attend Punchlist Meeting with Client and Contractor. Prepare a Punch List Meeting Notes.
- g. Make follow-up visit to the Project to verify that the Punch List items have been completed.
- h. Prepare and issue Certificate of Substantial Completion.
- i. Upon completion of construction, schedule with Accessibility Specialist registered (RAS) with TDLR for final on-site Inspection. Coordinate with RAS and prepare responses to the Inspection comments.
- j. It is anticipated that the construction schedule is 6-9 months.

Additional Services: The following items are not part of the Basic Services provided above. Adico, LLC will perform these additional service items based on the attached rate schedule or negotiated fee.

- 1. Traffic Studies.
- 2. LEED Design
- 3. Platting services
- 4. Surveying services.
- 5. Any fees associated with Plan Review and Permit Costs. Fees and costs associated will be submitted as reimbursable expense if paid for by Adico, LLC.
- 6. Document printing for additional plan sets during construction phase
- 7. Value Engineering Design services.
- 8. Retaining Wall Design.
- 9. Offsite improvements, including roadway improvements.
- 10. Gas, telecommunication, electric and fiber. This will be coordinated with by MEP.
- 11. Landscape Design or Irrigation plans.
- 12. As-Built drawings
- 13. HOA submittals and/or coordination.
- 14. Early permits and/or special permitting tasks.
- 15. Site plan or Architectural changes after 100% CDs drawings, including during construction.

Specifically excluded from these services is any reviews if the contractor's means or methods of construction or safety procedures. The means, methods and safety procedures will remain the sole responsibility of the contractor.

COMPENSATION:

Compensation for this assignment shall be in accordance with this letter agreement for Engineering Services executed between the Owner and Adico, LLC. Billing for this assignment will be a monthly invoice based on a total percentage of effort provided. Based on this agreement and the scope of work described above, we recommend that a **Total Professional Services Fee Not to Exceed \$217,500.00** be established.

Description:	Sub Total
A. Architectural/MEP/Structural/Civil Design Services	
Programming and Concept Design Phase	\$27,000.00
Construction Documents	\$108,000.00
Bid & Permit Approval Phase	\$9,000.00
Construction Admin Phase Services	\$36,000.00
Subtotal Basic Services	\$180,000.00
B. Other Services	
Topographic Survey	\$7,500.00
Additional Services (hourly if required – budget only – only of authorized by City Manager) (i.e. TDI Certifications, Specialty lighting, envelope and waterproofing, specialty structural engineering, Marketing photography, Third-Party Inspections or other services not listed)	\$25,000.00
Subtotal Other Services	\$32,500.00
C. Reimbursables (estimated only) includes the following:	
TAS Fees, Energy Calcs, permitting	\$5,000.00
Subtotal Reimbursable	\$5,000.00
TOTAL FEE	\$217,500.00

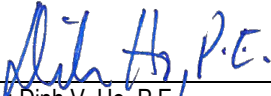
Reimbursable Expenses

Adico, LLC proposes to be compensated for reimbursable expenses as required by the Project duties. These expenses shall include Permit Fees, Travel and Transportation, Postage and Handling, Reproduction & Graphic Expenses. These services shall be billed at the cost plus 10% incurred by Adico, LLC based on the Schedule of Hourly Rates and Reimbursable Expenses. We will itemize the review fees in our monthly invoice statement so that the fees are easily distinguished from the professional services shown above.

Adico, LLC is pleased to submit this proposal and we appreciate the opportunity to provide these services for you. We will consider your acceptance below as our authorization to proceed. Please return one signed copy for our files.

Sincerely,

Adico, LLC
TBPE Firm No. 16423


By: Dinh V. Ho, P.E.
Principal

1/24/2026
Date

Accepted: _____
By: Mayor Keith Bell
City of La Marque, Texas
Date

EXHIBIT 'A'

**ADICO, LLC
SCHEDULE OF HOURLY RATES**

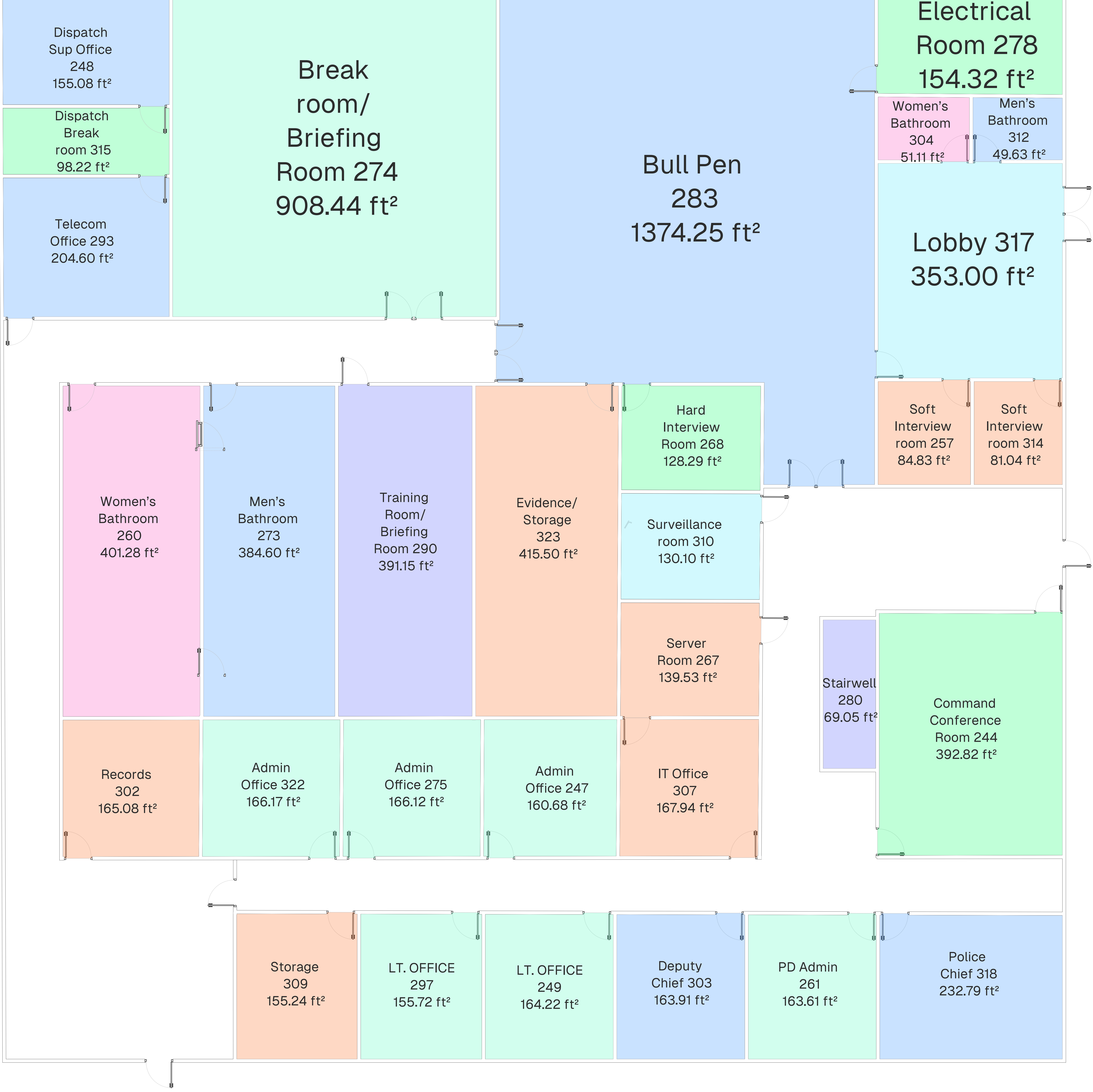
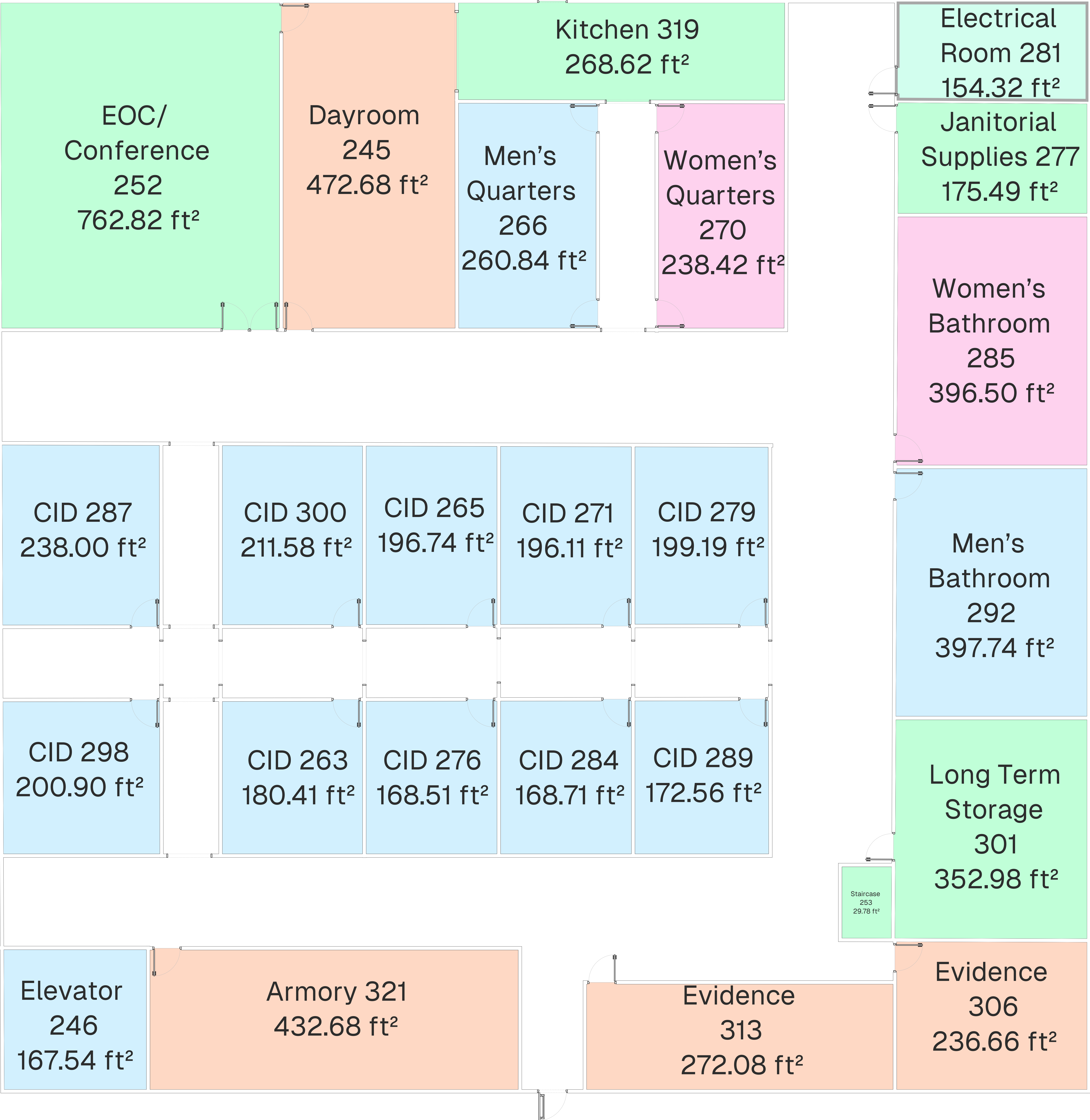
EFFECTIVE JANUARY 2025

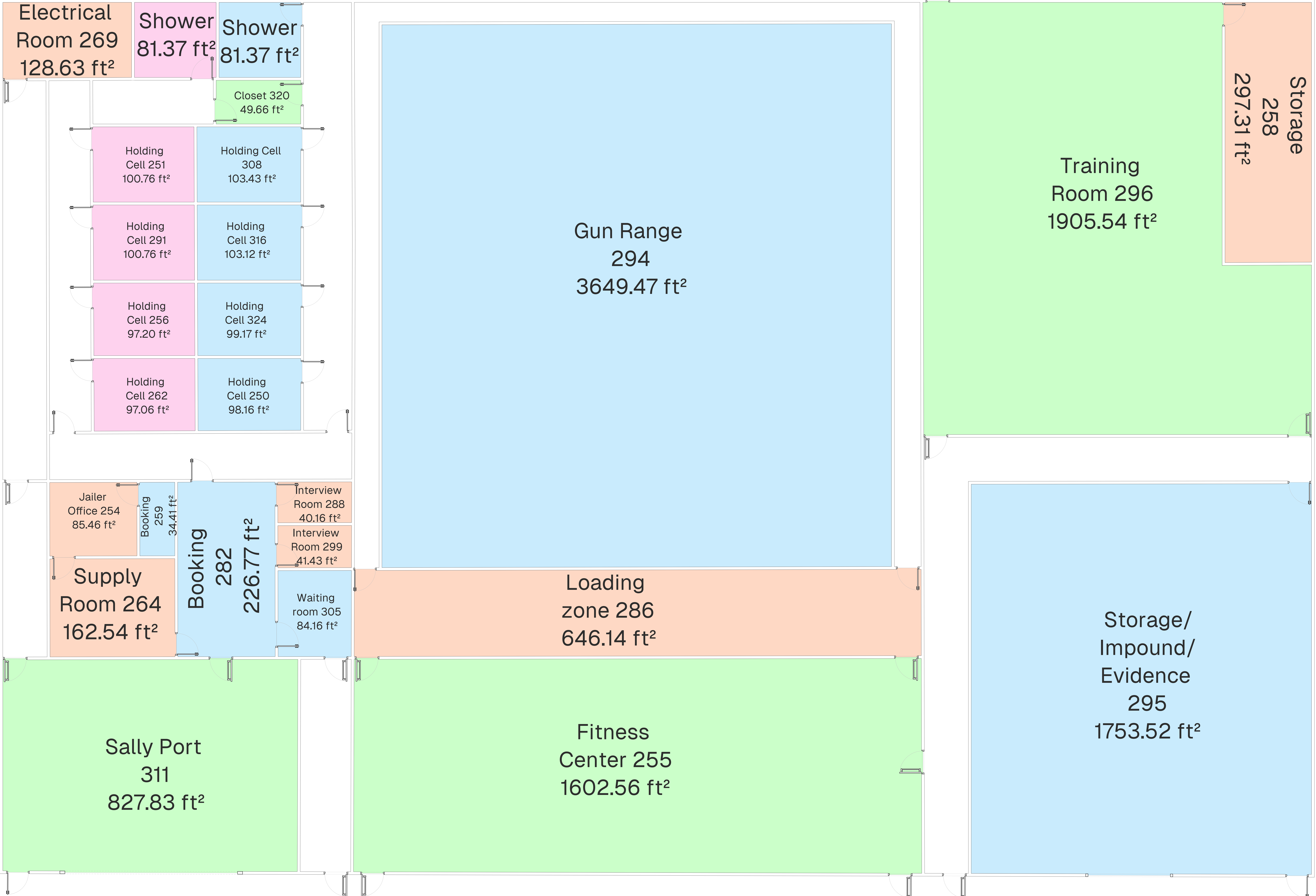
<u>DESCRIPTION / TITLE</u>	<u>HOURLY RATES</u>
Principals/PMs	
Principals, Directors	\$285.00
Sr. Project Managers	\$245.00
Project Managers	\$210.00
Project Coordinator	\$135.00
Engineers/Designers	
Engineer I	\$130.00
Engineer II	\$150.00
Sr. Engineer	\$195.00
Designer	\$115.00
Designer II	\$130.00
Cadd Technicians	\$110.00
Construction Management	
Senior Construction Inspector	\$145.00
Construction Inspector	\$125.00
Administrative Support	
Clerical/Administrative Staff	\$85.00

IN HOUSE REPRODUCTION COSTS (NO MARK-UP INCLUDED):

Xerox	\$ 0.40 per Copy (8 ½" x 11")
Xerox Prints	\$6.00 per Square Foot

Subconsultants and other miscellaneous expenses at cost plus 10%





January

- Total Pumped: **56,057,600 gallons**
- Total Sold: **35,041,000 gallons**
- Unmetered Usage: **1,666,000 gallons**
- **Water Loss:** 34.5%

February

- Total Pumped: **55,380,100 gallons**
- Total Sold: **37,406,000 gallons**
- Unmetered Usage: **550,025 gallons**
- **Water Loss:** 31.4%

Public Works Update:

Newman Road Sanitary Sewer Project

The Newman Road Sanitary Sewer Project is approximately 99% complete. Contractors are currently addressing items identified during the initial punch list walkthrough. Once those items are completed, a second walkthrough will be conducted. If all work meets project standards, the project will move into the closing phase.

Stonewall–Newman Road Water Line Project

The Stonewall–Newman Road Water Line Project is approximately 60% complete. The project remains on schedule and is anticipated to be completed before August 2026.

Delaney Cove 4-Way Stop Installation

Public Works is moving forward with the installation of a new 4-way stop at the Delaney Cove intersection. Advance warning signs have been ordered to alert motorists of the upcoming stop. Staff is also obtaining quotes for solar flashing stop signs. Since this is a new stop-controlled intersection, these precautions are being taken to improve visibility and reduce the potential for accidents.

EDC-Funded Signage – Renaissance Area

The first batch of EDC-funded signs for the Renaissance area of La Marque has been ordered. Installation is expected to begin within the next few weeks once materials are received. This project is limited to the Renaissance area and will primarily impact District D.

Stormwater Maintenance Program

Public Works has completed first-quarter stormwater maintenance in District C and has begun second-quarter work in District D. A finalized report detailing completed work in District C will be presented at the next council meeting.

Asterra Satellite Leak Detection Program

The first Asterra satellite leak detection flyover has been completed. Public Works has received the initial digital map, and the boots-on-the-ground verification phase is expected to begin in late April to early May. Additional updates, along with map details, will be provided at the next council meeting.

Annual Water System Maintenance (Free Burn)

The Gulf Coast Water Authority (GCWA) will conduct their annual chlorine maintenance (commonly referred to as a "free burn") from April 6 through April 20, 2026. During this time, the City of La Marque will also conduct routine system flushing throughout the distribution system.

GCWA normally disinfects drinking water using chloramine, which is a combination of chlorine and ammonia. During this annual maintenance period, ammonia is temporarily removed, and the system switches to chlorine-only disinfection. This process helps clean the distribution system, remove buildup in pipes, maintain water quality, and prepare the system for the summer months.

Residents may notice the following during this time:

- Stronger chlorine smell
- Slight discoloration or cloudy water
- Flushing from fire hydrants around the city
- Temporary changes in taste

These changes are normal, temporary, and safe. Drinking water will remain safe for normal use.

During this period, the City of La Marque will:

- Flush fire hydrants throughout the city
- Monitor water quality
- Respond to resident concerns

Residents who may need to take additional precautions include:

- Aquarium or fish owners, who may need to treat water before use
- Dialysis patients, who should follow their provider's normal guidance

This is routine annual maintenance and is not related to any water quality issue or emergency.