
CITY OF PORT LAVACA

CITY COUNCIL MEETING: OCTOBER 13, 2025

DATE: SEPTEMBER 17, 2025

TO: THE HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: BRITTNEY HOGAN, FINANCE DIRECTOR

SUBJECT: CONSIDER AND APPROVE PROPOSED CHANGES TO THE PURCHASING POLICY AND PROCEDURES

BACKGROUND:

The Purchasing Policy and Procedures was last approved in July 2022. This years legislative changes included Senate Bill 1173 which provided a change on the sealed bid limit from \$50,000 to \$100,000 effective September 1, 2025. This will not change the requirement on the number of bids the City is required to receive but rather removes the requirement for formally advertising.

FINANCIAL IMPLICATIONS:

Accepting the changes will provide guidance for future city purchases which will safeguard the usage of taxpayer funds.

RECOMMENDATION:

Approve the proposed changes to the City's Purchasing Policy and Procedures.