



# Weekly Report

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February 16, 2024

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**City of Lago Vista**  
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# City Manager's Office

This week, the City Manager was actively engaged in various meetings addressing critical issues and developments within the city. A significant meeting involved discussions between the Public Works Director, City Manager, and representatives from Northlake Church and their construction team. The focus was on water services and the associated challenges of providing them outside city limits. Another important meeting was held with a Charter Spectrum representative, attended by the City Manager and Mayor, to discuss current and future developments and receive updates on legislative matters concerning broadband and utilities. Additionally, staff presented information to the City Manager regarding social archiving, aimed at aiding the city in complying with records retention requirements.

Furthermore, this week involved finalizing evaluations for department heads and direct reports. Considerable effort was also dedicated to preparing information for the upcoming Strategic Planning Workshop scheduled for Thursday, February 22nd, and Saturday, February 24th, to be held in the City Council Chambers.

City Offices will be closed Monday, February 19, 2024 in observance of President's Day.

## Public Works

Last week in Engineering/Admin, various significant activities took place. A pre-construction meeting was held with Bennett Paving to discuss their forthcoming aggressive plan, schedule, and start date set for February 14th, 2024. Discussions encompassed City expectations, guidelines, and potential issues. Additionally, an RFQ (Request for Qualifications) was drafted and published for engineering design related to the Wastewater Treatment Plant (WWTP) upgrade. Development Services received a list of desired ordinance changes for Building and Standards to review, focusing on areas such as grease traps, grinder pump ordinance modernization, and the requirement for engineers to submit grading and drainage plot plans for every new lot. Furthermore, a commendation was extended to Ramon Sosa-Rodriguez, a Street Department employee who retired after serving the City for over 15 years, and he was presented with an award. Plants staff submitted the annual Water Use Survey to the Texas Water Development Board (TWDB), and the GIS Tech completed several Utility Estimates and provided support for a new Police

Department program. Moreover, preparation for strategic planning meetings was underway, and Utility Estimate Application processing was transitioned to PW Admin from Development Services.

In the Utilities department, various tasks were completed, including the installation of multiple water and sewer services, repair of city shut-off valves, installation of water meters, and replacement of water boxes damaged by contractors. Responding to customer concerns about water and sewer issues also remained a priority.

Streets maintenance involved pothole filling, bull rock application, and diesel spill cleanup, alongside tree trimming and shop maintenance activities.

At the Plants, routine operations continued at Water Treatment Plants #1 and #3, as well as at the Wastewater Treatment Plant and lift stations. Notably, new pumps were installed at lower Boone and Truman lift stations, and efforts were made to address issues with effluent disposal, including getting a second pump running at pond 17. Overall, the week was marked by a proactive approach to infrastructure maintenance and improvement across various departments.

## Golf Course

After a hiatus of several years, Lago Vista Golf Course is excited to announce the return of a Custom/Fit Demo Day featuring TaylorMade on Saturday, March 30th, from 10 AM to 2 PM. The event will take place at the Practice facility, where the TaylorMade representative, along with our PGA Head Golf Professional, will be on hand to conduct demonstrations. In anticipation of the event, the Communications and Marketing Director has ensured its promotion by posting it on the City Marquee, inviting golf enthusiasts to come and experience the latest offerings from TaylorMade.

## Parks and Recreation

Staff discovered a significant water leak in the wall upon turning the water back on at the pool this week, swift action was taken by contacting a local plumber for repairs. The leak was efficiently addressed to ensure the proper functioning of the facility and prevent any further damage.

Staff promptly responded to a safety concern regarding a pothole on the taxi/runway area,

taking immediate action to address the issue. Temporary repairs were implemented while collaboration with Public Works is underway for a more permanent solution. Additionally, safety concerns in the pilot's lounge were addressed by removing deteriorated flooring and replacing it with new materials to maintain safety standards.

Efforts were made to enhance the aesthetic appeal and durability of the golf course infrastructure by re-staining all water cooler houses. Proactive leak repairs were also conducted to maintain the integrity of the facilities. Routine maintenance tasks, including mowing and trimming, were diligently carried out to ensure the upkeep and quality of the golf course for patrons.

## Development Services

As mentioned in our previous update, there has been a gradual uptick in permit and plan review volume, indicating a positive trend in activity. Although it has not returned to pre-pandemic levels, it suggests a more optimistic outlook for revenue generation, mitigating previous concerns about shortages. However, given the potential for rapid changes, we remain vigilant and adaptable.

The CPAC (Comprehensive Plan Advisory Committee) convened for its inaugural meeting, which the Development Services Director and Interim Parks and Recreation Director attended primarily to address any inquiries from members that the consultants could not resolve. Fortunately, such instances were rare, and they aim to maintain a strict role only to support the consultants. This approach ensures that the community retains ownership of the plan's development, rather than staff exerting undue influence.

## Economic Development

The Economic Development Director had a busy week, starting with the EDAC meeting where the Grant Writer provided an update to the committee. Plans were also made to present a Plaque of Appreciation to Domino's Pizza on March 5th, acknowledging their contributions to the community. Additionally, the director met with a local resident interested in opening a home-based online business, offering guidance and support. Meanwhile, the Communications and Marketing Coordinator focused on maintaining a strong online presence by making several posts throughout the week on social media platforms, the city website, and the digital sign. Meetings were also held to discuss coordinating with Charter Spectrum Communications for street projects and exploring

options for Social Media archiving software. Progress was made on the Employee Appreciation Program (EAP), with updates provided to the committee, and the coordinator participated in the Coffee with the Chamber event, engaging in discussions about the upcoming Eclipse Event and advising businesses on preparation strategies.

## Information Technology

This week in IT, several tasks were completed to ensure smooth operations and address various technology needs across the organization. The broken TV in the lobby was replaced, enhancing the visitor experience. Extensive research was conducted on the Kiosk machine for Development Services, resulting in a viable solution that meets all requirements. Meetings with Motorola were attended to facilitate the setup of software for the new CAD/RMS system, and the installation of this software on devices at the PD for administrative staff was completed.

Additionally, Adobe licenses were renewed, and new licenses were purchased to replace unsupported ones, ensuring compliance and optimal performance. Collaboration with staff resolved minor issues with Executime and a time clock at Public Works affected by a stuck Windows update. Updates to Swagit were implemented to reflect changes in staff positions and provide updated information for council members during broadcasts.

IT also played a supportive role in various board and commission meetings as required. Server software for current PD in-vehicle recordings was updated, enhancing functionality and security. GoToMeetings were set up as needed for future meetings, streamlining communication and collaboration. A productive meeting with a vendor was held to explore options for a new phone system for the organization, with an online demo showcasing features and capabilities. Finally, IT assisted staff with minor help desk tickets, ensuring prompt resolution of technical issues.

## Municipal Court

On February 13th, court dockets were convened as scheduled. Following the court proceedings, clerks dedicated the remainder of the week to processing cases and providing assistance to customers with their citations. Notably, failure to appear citations were issued for individuals who did not attend their scheduled court appearances, ensuring adherence to legal procedures and accountability within the judicial process.

# Police Department

End of Week Report for 02/04/2024 – 02/10/2024

Calls for Service		341
Traffic Stops		95
Citations		18
Warnings		62
Arrests		0
Average Response Time (ART)		1 minute

Last week was marked by various activities and initiatives within the department. They conducted interviews to fill a vacant dispatch position and scheduled additional interviews for the vacant Code Enforcement Officer position, aiming to strengthen the team with skilled professionals. The School Resource Officer (SRO) has been serving the community for over a month now and is already making a positive impact on students and parents alike.

In a collaborative effort with the Emergency Services District (ESD), officers escorted the high school cheerleading team out of town as they headed to a national competition, showcasing our commitment to supporting community events and initiatives. Additionally, the Chief of Police and Director of Public Works convened to discuss traffic management on Boggy Ford, addressing important infrastructure and safety concerns.

Furthermore, the Chief of Police participated in a planning meeting for Lago Fest, contributing valuable insights to ensure the success of the event. Finally, the Police Department's annual reports for the 2023 calendar year have been meticulously compiled and are now accessible for review on the city's website, providing transparency and accountability to our community stakeholders.

## Library

This week at the library was filled with festive celebrations as we observed two holidays: Mardi Gras and Valentine's Day. On Mardi Gras, also known as "Fat Tuesday," patrons were delighted with a slice of King Cake, a cup of coffee, and colorful beads to add to the festive atmosphere. Additionally, children participating in story time on



Valentine's Day were treated to heartwarming tales read by our staff. They also enjoyed engaging in creative activities, such as drawing and painting pictures of hearts, to share with their loved ones. With these joyful celebrations behind us, our staff is already gearing up to prepare Easter projects for the upcoming holiday season.

