

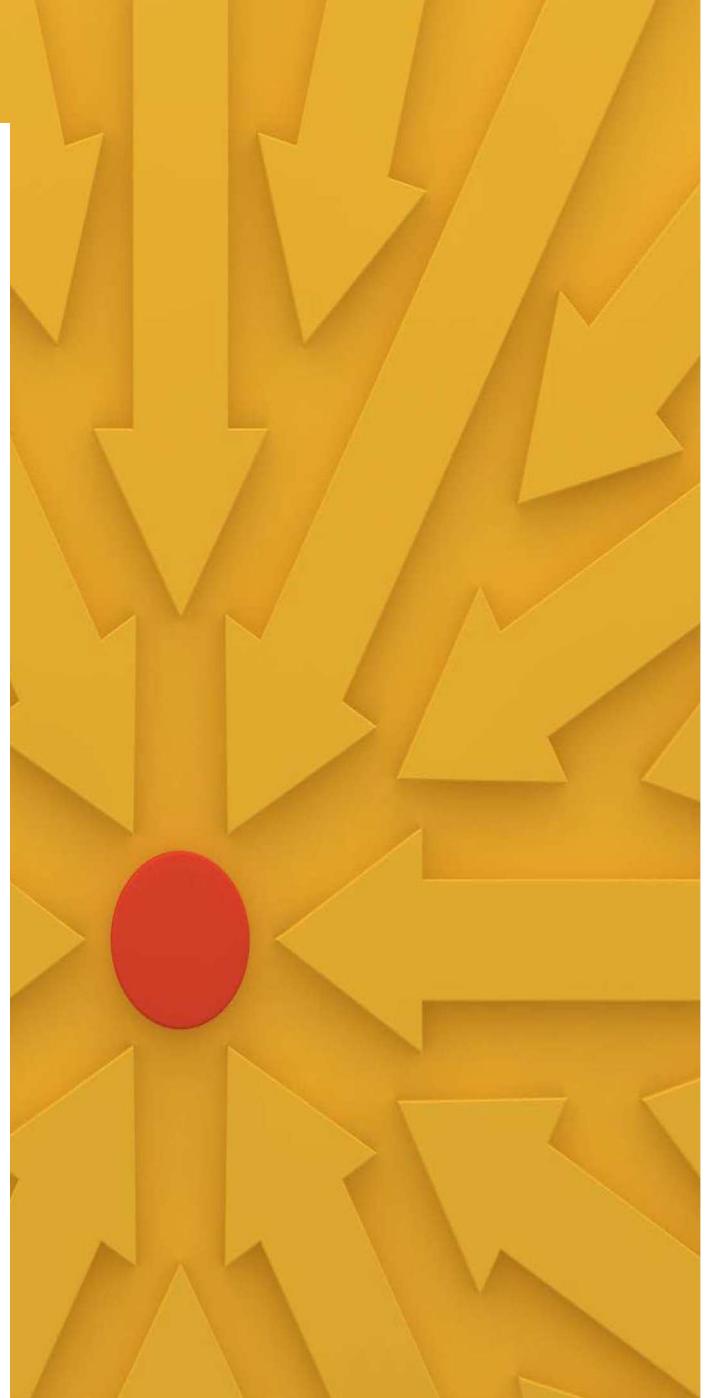


Weekly Report

Nov. 29th, 2024

City of Lago Vista

Authored by: Taylor M. Whichard



City Manager's Office

The City Manager scheduled a meeting with a potential new grant writer to explore opportunities for future projects. Coordination with Halff and Associates continued in preparation for the joint CPAC and City Council Meeting planned for December 19th. The December 5th Council packet was completed and distributed early Wednesday afternoon, allowing City staff to begin their well-deserved Thanksgiving break.

Additionally, the City Manager and staff finalized preparations for the Christmas Tree Lighting event scheduled for Monday, December 2nd. An update on pending litigation was also received and reviewed.

Will be engaging Strategic Government Resources to bring on an Interim Development Services Director while the permanent replacement is found. Unfortunately, the candidate who was offered the role decided not to accept it.

Golf Course

Our strong weekend play continued with over 300 rounds being played. Mother Nature is still confused with the seasons bring us temperatures anywhere from the thirties to the eighties. Wednesday bought us our record number of Golfer's for a weekday the past two (2) years bringing us 155 Golfer's teeing-it-up before celebrating Thanksgiving!

Golf Course Maintenance performed routine maintenance while repairing a few leaks. Our new green and white 150-yard stakes were put out in the fairways.

Economic Development

The Economic Development Director participated in an interview panel with two additional firms being considered for executive recruitment services for the City Manager position. Alongside Mayor Sullivan, the Director also presented a Plaque of Appreciation to The Wild Navy Boutique, recognizing their contributions to the community.

The Communications & Marketing Coordinator remained active on social media, the city website, and the digital sign, posting updates and engaging with the community. Much of the week was spent editing photos and content to enhance outreach efforts. The Coordinator also attended the Plaque of Appreciation ceremony for The Wild Navy Boutique.

Public Works

Engineering/Administration Department

This week, the Public Works Director, City Engineer, Street Superintendent, and Procurement Manager held a pre-construction meeting with Lone Star Paving to discuss the first tranche of roads included in the paving program. Repaving is scheduled to begin on December 9th, pending favorable weather conditions.

The City Engineer attended a meeting with the Luna Ridge development team to address review comments regarding their Minor Plat change application. Additionally, a culvert inspection was conducted at PEC's substation expansion project located at the intersection of Ming Trail and Alfalfa. These efforts demonstrate continued progress in infrastructure improvements and development oversight.

Utilities Department

Utilities Department completed manhole inspections in the Country Club area and finished cleanup of spoils at 21806 Cardinal Avenue. Service installations were successfully

completed at 7005 Deepwood Drive and 20906 Marquette Cove. Sewer main S/O inspections are ongoing at multiple locations.

Additionally, several meter sets were installed at the following addresses: 3902 Clinton Lane, 8016 Rosso Blanket Drive, 8014 Rosso Blanket Drive, 8018 Rosso Blanket Drive, 21321 Paseo De Vaca Drive, 7424 Desert Needle Drive, and 8606 Pine Muhly Drive. These efforts ensure continued progress and maintenance within the community's utility infrastructure.

Streets Department

The Streets Department completed the installation of various decorations in preparation for the upcoming Christmas Tree Lighting Event. Additionally, crews began trimming vegetation in several rights-of-way to ensure the contractor can safely and efficiently proceed with the paving project scheduled to begin soon. These efforts highlight the department's dedication to the residents of Lago, community events and infrastructure readiness.

Plants Department

Water Plants #1 and #3 operated normally without any issues, and the lift stations are functioning as expected. At the Wastewater Plant, 6.985 million gallons were treated, and 70 yards of sludge were pressed. Coordination with Waterloo is ongoing, with parts now available for installation next week. Staff availability is being arranged to assist with escorting Waterloo to various locations, as well as to check the Mira Lago generator. Aside from the brief power loss at Mira Lago, on-call operations ran smoothly. The team continues to maintain efficient and reliable wastewater management for the community.

Information Technology

The department supported both in-person and virtual meetings while addressing 12 new support tickets from staff. Progress continues on implementing the Autopilot software for mobile phones in collaboration with the City's Microsoft vendor. Assistance was provided

to the City Secretary with Open Records Requests (ORRs), and licenses for the backup software were successfully renewed. Additionally, the phone project was completed with the porting of Plant 1 numbers to the PRI line at the Police Department.

IT staff prepared for the onboarding of two new Dispatchers by adding them to the Police Department's domain. Reports of audio issues in the Council Chambers, affecting online attendees, were investigated. While new hardware was installed during troubleshooting, the root cause remains undetermined. The department plans to engage an AV expert to resolve the issue.

Library

The Library Greenspace Project continued this week as local volunteers helped fill in the stone pathways with 15 yards of mulch. Two picnic tables and two benches have been ordered and should be arriving within the next week or so.

Saturday was LEGO building day for kids of all ages. Although attendance was small, everyone enjoyed using their imaginations to create some fun structures.

Municipal Court

Court received and processed citations from the Police Department. Staff assisted customers at the court window, by email, and by phone. An initial appearance docket was held on November 26 at 9:00 a.m., followed by a motions hearing at 1:30 p.m. Notice to appear letters were mailed to individuals scheduled for court on December 10, and dockets for that hearing were made available online. Additionally, weekly reports were completed and submitted to the State and the court's collection agency.

Human Resources

Pending formal approval through City Council at the Dec. 5th meeting, the City will have successfully hired a new City Secretary, who is slated to begin on December 9, 2024. Unfortunately, the offer for the Development Services Director position was declined, prompting updates to all job postings on platforms such as TML, Indeed, and APA. We will also engage SGR (Strategic Government Resources) to bring on an Interim Development Services Director. The department onboarded two new dispatchers and assisted with an interview for an airport staff position. One Parks and Recreation maintenance employee was offboarded during the week.

Additionally, an interview was conducted with Netchex, a potential payroll, timekeeping, and HR system replacement company. Efforts are also underway to explore options for scanning paper files into a digital archive for improved records management.

Police Department

End of Week Report for 11/17/2024 – 11/23/2024

Calls for Service		369
Traffic Stops		83
Citations		22
Warnings		58
Arrests		2
Average Response Time (ART)		5 min 15 sec
Code Enf. Calls for Service		15
Animal Control Calls for Service		10