



# Weekly Report

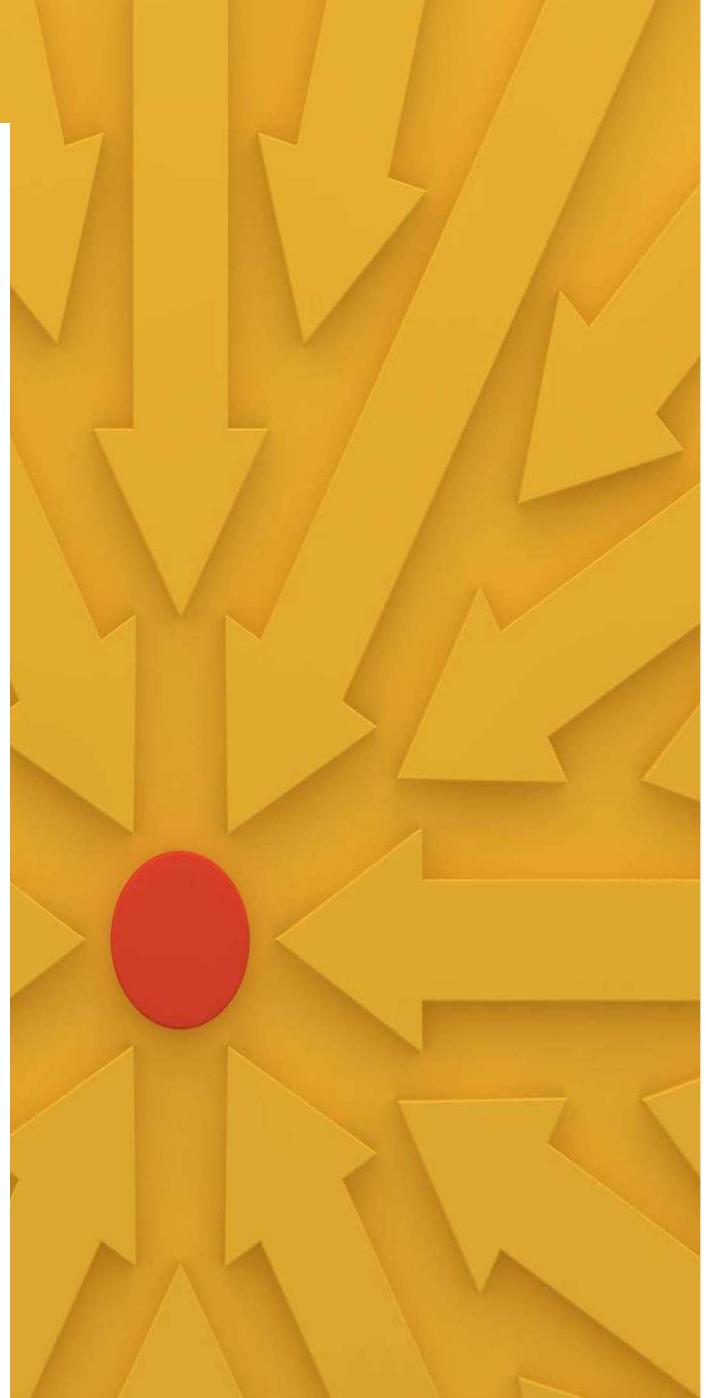
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**Feb. 1<sup>st</sup>, 2025**

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**City of Lago Vista**

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# City Manager's Office

The City welcomed its new CIP Manager, who officially started on Monday. Additionally, the hiring of the new Development Services Director was approved during the Special Called Council Meeting and is set to begin on Monday, further strengthening the City's leadership team.

The City Manager and CFO met with TML's Financial Boot Camp team to discuss the City's financial training needs. Plans are underway to coordinate and schedule a financial boot camp for the finance team and department heads later this year. In addition, the City Manager worked with a financial consultant to bring in an expert who will assist in completing required monthly and annual reports and evaluate the overall condition of the City's accounting practices.

The Mayor, City Manager, and CIP Manager met with Kimley Horn's engineers to review the progress of Travis County's SS4A program as it relates to Lago Vista. A separate meeting with Halff & Associates focused on reviewing feedback provided by Council and the CPAC during the January 16th Council meeting.

To prepare for upcoming Council discussions, the City Manager also met with the City Attorney to review the Firefly Cove MUD Consent Agreement and other agenda items scheduled for the February 6th Council meeting.

# Golf Course

The last weekend of January remained cold, cloudy, and damp. We still had 242 non-fair-weather Golfer's hitting the links. The cold and damp weather this month didn't affect our trend in rounds finishing 52% ahead of last January. Our PGA Head Golf Professional attended the first Golf Course Advisory Committee meeting for the new year this week, which had four (4) new members' joining the committee this year.

Golf Course Maintenance quickly responded to an emergency for one of our local deer last week. While the greens were covered, a Buck managed to get his antlers tangled up in the tarp on #7 green. Our Superintendent along with our Assistant Superintendent were on the spot freeing the Buck unharmed. This week GCM performed routine maintenance along with some lite topdressing on a few greens.

## Economic Development

This week, the Economic Development Director met with the newly appointed EDAC Chair to discuss economic development initiatives and priorities for the committee. Additionally, plans were made to schedule Business Retention and Expansion (BRE) visits in coordination with the Chamber Executive Director.

The Communications & Marketing Coordinator remained active in community outreach, posting updates on social media and the City website. The Coordinator attended the initial Lago Fest planning meeting to discuss event operations and played a key role in coordinating the release and announcement of the 2025 Lago Fest band lineup, working closely with band managers. Additionally, work continued on developing marketing materials for Lago Fest to promote the event effectively.

## Public Works

### **Engineering/Administration Department**

The new CIP Manager officially started and has begun work on key infrastructure projects. The RFP for the second tranche of road improvements is scheduled to be advertised later this month, and progress is being made on the development of the CIP Dashboard. Additionally, the CIP Manager attended the La Primavera Bike Race planning meeting to

discuss logistics and ensure smooth coordination for the event.

Street rehabilitation efforts remain on schedule, with work continuing as planned. Garver Engineering conducted a site visit at the Wastewater Treatment Plant as part of the initial surveying and inspection process required for the upcoming upgrade design.

LJB Engineering completed the GIS project for Quadrant #1 and held an online training session for City employees. The new online GIS system is accessible exclusively to staff and now includes attached as-builts for individual line segments, providing a valuable resource for infrastructure management.

A status meeting with the design engineers for the Sunset Park Driveway project confirmed that only minor comments from TxDOT remain. If the current timeline holds, the project is expected to be advertised for bid in early March.

During the weekly development meeting, discussions covered the required fees for Shoreline Plaza before site construction can begin. Additionally, the Utility Superintendent and Building Official worked on refining a more efficient process for grinder pump inspections as homes approach final stages before receiving Certificates of Occupancy.

## **Utilities Department**

Utility crews made significant progress despite weather-related challenges. One crew completed the force main tie-in at Austin Boulevard and installed 200 feet of pipe. Due to rain causing an unstable road base, road plates were placed over the trench to ensure safety and protect the work area.

Another crew installed 100 feet of pipe while both teams continued preparations for the lift station tie-in. However, due to inclement weather, the tie-in was delayed. Additional road plates were installed to provide extra protection as the road base remained unstable. Crews will resume work as conditions improve to ensure the project stays on track.

## **Streets Department**

The Streets Department completed chipping brush at the Green Center, improving the area for residents. Crews also trimmed trees obstructing visibility at a turn on Northridge to enhance roadway safety.

Repairs were made to a golf cart crossing sign on Outpost and a school zone sign on Bar-K. Potholes were patched on Santa Carlo and Thoreau to maintain road conditions. Additionally, damaged ceiling tiles at City Hall were replaced, and two dead deer were removed from roadways throughout the week, ensuring clean and safe public spaces.

## **Plants Department**

Water Treatment Plant #1 completed all required daily and weekly water testing, including chlorine residual monitoring. General maintenance and upkeep were performed, and the "A side" clarifier was drained in preparation for repairs, with a quote pending.

At Water Treatment Plant #3, routine testing and maintenance continued as scheduled. Excel Construction is set to complete repairs on the 18-inch pipe to ensure system efficiency.

The Wastewater Treatment Plant completed its weekly sample submissions and daily lab testing while general maintenance was carried out. Clarifier 1 is being drained in preparation for upcoming repairs, and three containers of sludge were pressed.

Lift stations received routine maintenance, with all generators functioning properly except for the OBR generator, which remains out of service while awaiting parts.

Effluent disposal operations continued as planned. The golf course watering schedule remains on track, and sprinklers at Cedar Breaks continue running, with active zones adjusted to optimize coverage. Additionally, an issue with Pump 4 at Pond 17 was

successfully addressed.

## Information Technology

The department supported both in-person and virtual meetings and addressed 13 new support tickets from staff, a higher-than-usual volume due to the shortened workweek. Staff continued working with the City's Microsoft vendor to test policies before distributing new devices to employees.

A failed drive in one of the City's servers was successfully replaced without any interruptions or data loss, as contingency plans were in place. Additionally, the PD server's car video downloader was remounted following a restart.

The department is also coordinating with the City's audio vendor, who was delayed but is scheduled to visit on Monday to discuss options for improving virtual meeting capabilities in the small conference room. In an ongoing effort to enhance communication, IT is working on a new project to establish a secure and practical system for boards and commissions to communicate with the public using City-issued email addresses while maintaining cybersecurity measures.

## Library

Kids attending the 10 a.m. and 11 a.m. storytime sessions this week delighted library staff and visitors with a festive Chinese New Year parade through the Library. Local resident and volunteer storyteller, Janet Vanderford, took extra care to teach the children about this annual celebration and how it's observed in various parts of the world.

The Director participated in an informational Zoom meeting hosted by the Texas State Library and Archives Commission regarding the potential for offering an additional e-book service to library card holders. Further details will be shared in the coming weeks.

The Director participated in a special meeting with members of Keep Lago Vista Beautiful (KLVB) and Friends of the Lago Vista Library to discuss choosing an art sculpture to complete the Library Greenspace and the potential for naming the recently developed area.

## Municipal Court

Court received and processed citations while compiling and submitting weekly reports to the State and the Courts collection agency. A bench trial was held on January 28, ensuring due process for scheduled cases. Additionally, 75 jury summons were mailed in preparation for a trial scheduled on February 25.

## Parks & Rec

the Parks and Recreation Department completed routine maintenance around Sunset Park and continued preparations for upcoming events and facility improvements. The Lago Fest band lineup was officially announced, and a meeting was held to discuss updates for the upcoming La Primavera Bike Race. Another interview was conducted for the open maintenance position, ensuring progress in filling the role.

A vendor meeting took place to explore product options for the baseball, softball, and soccer fields, followed by a field tour to assess current conditions. Infield dirt was delivered for the upper sports complex baseball field, and the soccer field was aerated to improve turf health. Additionally, a meeting with the Fire Marshal focused on safety and additional requirements for Lago Fest 2025 to ensure a well-coordinated event.

At the airport, a small bathroom leak caused by the cold weather was repaired, and a new UHF radio was installed on the AWOS system to enhance communication capabilities.

Routine maintenance was performed on the runway, and an interview was conducted for the part-time maintenance position.

## Development Services

The Development Services Department accepted 14 applications, issued 10 permits, and registered 13 new contractors. A total of 78 inspections were conducted by both in-house and ATS inspectors, ensuring continued compliance and progress on various development projects throughout the city.

## Human Resources

The new CIP Manager was onboarded and began their role on Monday. The hiring process continued with the review of resumes for the Water/Wastewater Superintendent and City Manager positions. Assistance was also provided for two Parks and Recreation interviews as efforts to fill key positions move forward.

Additionally, a comprehensive review of all City policies is underway to ensure alignment with one another and compliance with the City Charter. These efforts reflect a commitment to maintaining a well-structured workforce and upholding consistent governance standards.

## Police Department

End of Week Report for 1/19/2025 – 1/25/2025

Calls for Service			330
Traffic Stops			76
Citations			18
Warnings			54
Arrests			0
Average Response Time (ART)			6 min 44 sec
Code Enf. Calls for Service			3
Animal Control Calls for Service			2

Last week, our team was busy dealing with issues associated with the severe weather our area received. Our administrative team continued work on configuring our new PowerEngage software which will be used to solicit citizen feedback on our department's customer service. We anticipate the initial deployment of this system within the next month and adding additional features after the initial deployment.