



# Weekly Report

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Mar. 7<sup>th</sup>, 2025

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**City of Lago Vista**

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# City Manager's Office

This week, the City Manager held the first monthly meeting with the LVISD Superintendent and Chief of Police to discuss student safety, the potential cost of adding another School Resource Officer, and an upcoming project at the Intermediate School.

A site visit was conducted at the Airport to inspect the runway and AWOS system, with participation from the Mayor, Councilman Saum, the Assistant Parks & Rec Director, and TxDOT Aviation. The visit provided valuable insight into current conditions and future improvement needs.

Financial discussions continued with the City's Financial Advisor and accounting consultants to ensure compliance with bondholder reporting requirements. An unaudited End-of-Year financial statement will be published before March 31st, meeting the City's obligations. The accounting consultants have successfully balanced and reconciled revenues for the report, which will be finalized after staff adds minor details to maintain consistency with past publications.

During the weekly development meeting, two developers met with City staff to discuss project requirements. Guidance was provided to LVISD to help them meet internal deadlines for upcoming projects. Another developer, who has been patient during the review process, is now moving forward with an expedited review thanks to improved staffing levels.

## Golf Course

“Chamber of Commerce Weather” brought us our busiest weekend of the year last Friday through Sunday. 468 Golfer’s teed-it-up with Saturday bringing us 176 golfer’s and Sunday 174. Saturday also brought us Bridgestone Golf - Ball Fitting Day, which attracted many customers on the driving range. New Spring Merchandise has begun to arrive as we processed invoices, priced, and displayed the new items in the Golf Shop. We regripped

several clubs this week for customers with the official start of Golf Season right around the corner. After our record wind day on Tuesday our WGA and MGA had spring weather for both their playday's.

Golf Course Maintenance performed their routine duties along with topdressing greens. Tuesday brought us gusty winds up to 50 mph. Fortunately, we had no major tree damage, however there were limbs and debris on the course, along with water coolers blown over on a few tee boxes. This kept our GCM team busy on Wednesday morning with a detailed clean-up getting the course ready for play.

## Economic Development

The Economic Development Director met with a citizen interested in opening a gym/childcare facility to provide guidance on the process. A meeting was also held with the Shoreline Ranch developers to discuss their proposed project. Additionally, the Director participated in a Zoom meeting with Opportunity Austin for an Advocacy Update and reached out to several newspapers to explore circulation options for Lago Vista. A phone call with the Texas Comptroller's Office was made to gather sales tax data requested by the City Manager. Efforts also continued in collaboration with the Chamber Executive Director to coordinate upcoming visits to local businesses.

The Communications & Marketing Coordinator remained engaged in public outreach, posting updates throughout the week on social media, the digital sign, and the City website. They attended an Employee Appreciation Committee meeting to select the Employee of the Month for February and created the 2025 Lago Fest design, initiating the merchandise ordering process. Work continued on award submissions for the TAMI awards, and a Zoom meeting with AudioEye and CivicPlus explored options for Digital ADA Compliance for the City's website. Promotional efforts for Lago Fest also ramped up, with flyers being distributed to local businesses.

The Event Coordinator finalized two vendor contracts for the Kiddie Zone at Lago Fest and attended an Economic Development Team Meeting. A meeting was held with Chief Boshears and the Assistant Parks & Rec Director to interview potential security personnel

for Lago Fest. Additional invitations were sent to potential Marketplace vendors, and a proclamation request for Lago Fest was submitted to the Governor's Office with assistance from Councilman Saum. The quarterly audit for FEMA related to Winter Storm Mara was submitted, with administrative costs still pending payment. Planning for the Firecracker 5K Run continued, with a committee meeting scheduled for March 13th. Work remains ongoing for Lago Fest and the Fourth of July events, with updates made to task lists. Additionally, reminders were sent out for Child Abuse Awareness training to ensure compliance with training requirements.

## Public Works

### **Engineering/Administration Department**

A monthly progress meeting was held with the design team for the Effluent Pond Phase 2 Project to discuss updates on the effluent transmission line and planning for Effluent Pond #14. A pre-construction meeting has been scheduled for March 19 with Jerdon Enterprises, the contractor hired to construct Pond #2 and rehabilitate Effluent Pond #17. Construction is set to begin on March 31.

Discussions continued with the design team for the Sunset Park driveway entrance regarding challenges in obtaining formal approval from TxDOT. Efforts are underway to finalize bid documents, with the goal of advertising the project by the end of the month.

A monthly progress meeting was also attended with Garver Engineering, the firm overseeing the Wastewater Treatment Plant capacity upgrade. Additionally, Phase 1 of the street rehabilitation project is significantly under budget, leading to an exploration of repaving the City Hall parking lot in its entirety. This potential project will require coordination with other property owners, including the LVPOA and Hope Center.

## **Utilities Department**

The Veranda Walk Force Main Project remains ongoing, along with routine vehicle and equipment maintenance. Repairs for water leaks at 8506 Talon Circle and 21306 Broken Bow Cove were successfully completed. Additionally, the sewer issue on 20029 Continental Drive has been resolved.

## **Streets Department**

Crews opened the Green Center for brush collection and chipped brush on-site. Tree trimming was completed on multiple streets, including Hopkins Cove, Post Oak, Sombrero Cove, Sidewinder Cove, Stampede Trail, Flintlock Circle, Panhandle Cove, and Seminole Drive.

At the police station, 30 dead lightbulbs were replaced to improve lighting conditions. Additionally, new camera systems were installed in all Street Department vehicles to enhance safety and operational monitoring.

## **Plants Department**

### **Water Treatment Plant #1**

Daily laboratory testing for water quality and all corresponding water tanks was completed, along with weekly sample submissions and chlorine residual testing. General maintenance and upkeep continued. New turbidimeter controls were installed on the "B side" clarifier, and Intake 1 Pump 1 was replaced. Repairs on the "A side" clarifier remain underway.

### **Water Treatment Plant #3**

Routine daily water laboratory testing and tank testing were completed, along with weekly sample submissions and chlorine residual testing. The repair of the 18-inch pipe has been successfully completed.

## **Wastewater Treatment Plant**

Daily lab testing and weekly sample submissions were completed. General maintenance and upkeep continued, and Clarifier 1 was drained in preparation for repairs. Four containers of sludge were pressed, and press belt replacement is currently in progress.

## **Lift Stations**

Routine maintenance and upkeep were completed for all lift stations. All generators are functioning properly except for the OBR station, which is still awaiting parts, and the Inn station, where repairs are ongoing. The contact at the Alfalfa lift station was repaired. Additionally, an antenna that was knocked down during a windstorm has been restored.

## **Effluent Disposal**

The golf course continues watering on schedule, and effluent water is still being sent to Cedar Breaks. Sprinklers at Cedar Breaks remain active, with the active sprinkler zone switched as needed. Repairs for Cedar Breaks Pump 1 have been completed.

# **Information Technology**

IT staff attended and facilitated both in-person and virtual meetings as needed. A total of 16 support tickets were opened by staff for various technical issues, all of which were addressed accordingly. The distribution of new phones to staff has begun, and city server upgrades to the new operating system continue as planned.

New security policies have been implemented through Microsoft Entra ID to enhance cybersecurity across the organization. Open Records Requests (ORRs) were completed as required for the City Secretary.

To ensure the best pricing for new workstations, quotes were obtained from two different vendors. The most cost-effective option remained the original vendor, but by requesting a revised quote, the cost was further reduced, reinforcing the City's commitment to fiscal responsibility.

Additionally, the current lease for copiers at City Hall and the Library was approaching renewal. A new agreement was negotiated, securing brand-new machines with only a minimal cost increase after the previous five-year lease. The new lease will cover the next five years and includes maintenance, parts, labor, and toner for all three machines.

## Library

The Library Director represented the Library at the quarterly Presidents Council meeting, gaining insight into upcoming events and initiatives from other organizations. A grant application was submitted to the Lago Vista Women's Club, with approved grants to be awarded at the Club's May luncheon.

On Tuesday, the Library celebrated Mardi Gras by offering visitors king cake, coffee, and colorful beads. This annual tradition remains a favorite among staff and the community. The Library is also collaborating with the Balcones 4-H Club to offer youth robotics classes. The first class was held last week, with the next session scheduled for March 31.

Additional key activities included completing and submitting the February statistics report to the City Manager and obtaining a quote for a potential subscription to the Mango Languages database. The children's story-time program welcomed several first-time attendees, and a staff member participated in a Texas Library Association webinar on resolving issues without experiencing burnout. On Wednesday, staff assisted 153 visitors at the Library.

# Municipal Court

Court clerks received and processed new citations while completing both weekly reports for the State and the court's collection agency, as well as monthly reports for the State and City Council. The Court Administrator worked on updating the court webpage to ensure accurate and accessible information for the public.

Customers were assisted through phone, email, and in-person visits at the court window. Clerks also dedicated time to updating certain court forms to reflect the procedural change from Chapter 45 to 45A in the Code of Criminal Procedure. Additionally, text message reminders were sent to individuals scheduled for the March 11 court docket.

# Parks & Rec

## **Parks and Recreation:**

The pool sign at Bar K and the entrance to the pool was damaged in a collision. Repairs have been completed, and Officer David filed a report on the incident for future reference. The auto-fill system has been successfully installed, ensuring more efficient water level maintenance.

A meeting was held with the Chief of Police to discuss the new security team supporting Lago Fest 2025. Staff conducted a site visit for the Turnback Canyon Trail Grant with Carl Diekmann and Eric DeLaCruz.

Due to a recent windstorm, soccer goal nets sustained damage but have been repaired as best as possible. Additionally, in-field dirt was added to the baseball field to improve playing conditions.

## **Airport:**

A new part-time position was filled this week. The QT Pod went offline due to a Spectrum service issue, resulting in a temporary fuel outage of approximately 24 hours. The issue has since been resolved, and normal service has been restored. A walk-through assessment of the airport runway was conducted with City staff, Council, and TxDOT to evaluate its condition. Additionally, the airport fence, which was blown over during the windstorm, has been repaired.

## **Human Resources**

Four pre-screening interviews were conducted for positions in Streets, Water/Wastewater, City Planning, and Golf. No new hires began onboarding this week, and no offboarding was processed.

Recruitment efforts continue for key positions. One additional resume for the City Manager position was forwarded to the Council, bringing the total to nine. The City Planner position is in the pre-screening phase, with a confirmed start date of March 25. Finance resumes are under review, and the City Engineer position has been posted on TML, the City website, and Indeed. One additional resume has been received for the Water/Wastewater Superintendent position and is under review.

Benefits invoicing and payroll processing were completed. System implementation remains on track for a go-live date in April. Data collection for ACA federal filing is underway to meet the March 31 deadline.

Additionally, a meeting was held with Cintas to discuss uniform and service needs.

# Police Department

End of Week Report for 2/23/2025 – 3/01/2025

Calls for Service		285
Traffic Stops		80
Citations		21
Warnings		47
Arrests		1
Average Response Time (ART)		7 min 02 sec
Code Enf. Calls for Service		18
Animal Control Calls for Service		14

The department launched PowerEngage, a new citizen satisfaction survey platform designed to enhance community feedback and engagement. Background investigations were completed for three police officer applicants, and interviews have been scheduled. The Chief of Police attended a virtual meeting of the International Association of Chiefs of Police (IACP) Community Policing Committee, where he serves as one of 40 members. A new draft policy was developed and distributed to key team members for review and feedback.

Code Enforcement and department supervisors met with representatives from Lago Vista Starry Skies and Keep Lago Vista Beautiful, along with Councilmember Benefield, to discuss compliance with dark sky initiatives and strategies for addressing oak wilt in the community.