



# Weekly Report

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February 2, 2024

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

The City Manager engaged in thorough meetings with Council Members to review packet material and address any inquiries ahead of the upcoming Council meeting. During this session, the City Council approved a Special Use Permit for a Tattoo Studio on Dawn Drive and endorsed an increase in the maximum building height in the R-1T residential zoning district to align with R-1L and R-1R standards. Additionally, the Council expediently approved the contract award to Bennett Paving for the repaving of twenty-three streets, with the project scheduled to commence in late spring and early summer.

Furthermore, several items were discussed and slated for future consideration, including Recreational Vehicle Park regulations, the Local Preference Ordinance, the Rules of Procedure, and Ordinance 24-02-01-02 pertaining to amendments to Section 13.20 and Section 13.40 of Chapter 14 of the Code of Ordinances.

In another significant development, the City Manager held discussions with Development Services to explore job descriptions and potential department reorganization, with valuable feedback and insights provided by staff. Moreover, this week marked the transition of attorney services from Bojorquez Law Firm to Bickerstaff Heath Delgado Acosta, necessitating coordination between both firms to ensure a seamless transfer of project status and format for the upcoming Council meeting.

Additionally, a meeting was convened involving the City Manager, Chief Financial Officer, and Finance Director with the city's auditing firm to discuss the fiscal year 2022-2023 audit. The auditors are slated to present the City of Lago Vista audit report to the City Council at the March 21, 2024, Council meeting, signifying a crucial step in ensuring financial transparency and accountability within the municipality.

## Public Works

The Engineering/Administration department, a series of important meetings and site visits took place. This included a pre-construction meeting with Lantz Plumbing, programming of a speed radar sign for installation, and discussions with consultants regarding project funding possibilities. Additionally, conversations were held regarding the removal of projects from fee calculations, addressing stop work orders with a development team, and

ongoing monitoring of construction work along key roadways. The GIS Tech also made progress by completing utility estimates and updating mapping data.

Meanwhile, in Utilities, crews continued their essential work, focusing on tasks such as repairing force mains, addressing water leaks, and conducting inspections and maintenance on pressure reduction valves. Additionally, preparations were made for potential tie-ins with existing infrastructure, and testing was conducted on critical water lines.

Streets maintenance remained a priority, with crews undertaking tree trimming, light bulb replacements, and patching of potholes across various streets in the city. These efforts are vital for ensuring the safety and usability of roadways for residents and visitors alike.

At the plants, diligent work continued at Water Treatment Plants #1 and #3, as well as at the Wastewater Treatment Plant and lift stations. Daily lab tests were completed, and maintenance tasks were addressed to ensure the efficient operation of these essential facilities. Effluent disposal activities remained on schedule, with watering operations continuing at the golf course and Cedar Breaks.

## Golf Course

Hopefully, the Farmer's Almanac and the El Nino weather pattern are both accurate for the month of February. Temperatures and precipitation are forecast to be near normal which means no ice and overall conditions conducive for late winter Golf here in Lago Vista, Texas. The last week of January brought us sunshine and Spring like temperatures allowing our local Golfers to Tee-It-Up.

The new Golf Shop Custom Counter was installed, creating a more modern and stylish presentation with more functionality and opportunities to merchandise. Our Practice Tee now has new bag stands and a club cleaner to compliment the previous added yardage signs and resodded practice putting green.

The Golf Course Maintenance staff is presently engaged in interviewing candidates for the available full-time position.

# Parks and Recreation

At the airport, staff recently completed the installation of the display for the fuel pump. However, during this process, it was necessary to shut down the fuel pump for a period of 24 hours to troubleshoot an improperly installed wiring system. Moving forward, staff will enhance the system by adding additional emergency stop buttons for both pumps and electrical, which are currently lacking.

In Parks and Recreation (PNR), efforts were focused on maintenance tasks, including the repair of a damaged line for the toilet in the women's restroom at Sunset Park. While awaiting the arrival of a necessary part to repair the men's urinal, work continues to ensure the restroom facilities are fully operational. Additionally, the department is in the process of interviewing candidates for the available full-time position, underscoring ongoing efforts to strengthen the team.

# Development Services

The Development Services team tackled various tasks including publishing packets, addressing violation complaints, and conducting inspections. One notable trend is the steady increase in permit applications, signaling continued growth and activity within our community. Additionally, they have been actively engaged in discussions aimed at resolving significant issues on existing development projects. While there are seldom perfect solutions to such challenges, they are collaborating with our consultants and other regulatory entities to ensure the best possible outcomes for our residents.

Amidst all this, they also managed to complete and review employee evaluations within the designated time. Furthermore, work is ongoing on website improvements involving a third-party vendor and an interactive process. However, our staff identified some inaccuracies that need to be addressed before the updates can be accurately deployed.

# Economic Development

The Economic Development Director conducted various meetings throughout the week to advance economic initiatives within the city. This included meeting with a local business to discuss the requirements and benefits of Chapter 380 agreements, which play a crucial role in stimulating economic growth in Texas. Additionally, discussions took place with the Chamber of Commerce Executive Director and an EDAC member to explore potential

tourism events at city facilities. Furthermore, productive conversations were held with a developer and business owner regarding a proposed development idea they are considering bringing to the city for evaluation and potential implementation.

Meanwhile, the Communications and Marketing Coordinator diligently managed the city's communication channels, including social media, the city website, and digital signage, by consistently posting updates and information throughout the week. She also played an active role in the first meeting of the Employee Appreciation Program (EAP) Committee, facilitating discussions and brainstorming sessions to lay the foundation for the program's implementation. She also dedicated considerable time to working on the new Camino platform for the Development Services Department, ensuring seamless integration and user-friendly experience of all necessary processes.

## Information Technology

Throughout this week, several important tasks were accomplished to enhance operational efficiency and address technological needs within various departments.

Firstly, coordination with a vendor was crucial to assess and adjust the audio settings in the council chambers. Following the vendor's assessment, wireless mic settings were found to be too low and were promptly adjusted, along with necessary adjustments to dais mic settings. Thorough testing of all settings was conducted during a GoToMeeting session. The vendor also advised planning for an upgrade of the aging equipment in the near future.

Additionally, meetings with the Police Department were necessary to plan the installation of the new Records Management System (RMS) and Computer-Aided Dispatch (CAD) software. Hardware installation for these systems is scheduled for the upcoming week to ensure smooth integration.

Furthermore, efforts were made to facilitate the onboarding of a consultant temporarily filling the Superintendent's role at Public Works. This involved setting up the consultant with a temporary city account and VPN access to enable them to effectively perform their duties.

Lastly, assistance was provided to GIS consultants encountering challenges while

integrating a database into the current GIS system. After successful troubleshooting, the consultants were able to proceed with their tasks. Moreover, VPN access issues were addressed, with it being determined that these issues stemmed from settings enforced by the consultants' IT Department.

## Police Department

End of Week Report for 01/21/2024 – 01/27/2024

Calls for Service		338
Traffic Stops		88
Citations		17
Warnings		66
Arrests		3
Average Response Time (ART)		1 minute

Last week, significant meetings took place involving the leadership team and the IT director in collaboration with Motorola. These discussions centered around various projects including the radio, computer-aided dispatch (CAD), and records management system (RMS). Chief Boshears and Captain Chrane also represented the department at a meeting convened to discuss and strategize preparations for the forthcoming April Eclipse event.

## Library

In anticipation of Valentine's Day, staff set up a fun "Blind Date With a Book" display. Books of different genres have been selected and sealed in individual brown paper bags, with a few clues about each book displayed on the outside of the bag. Participants choose their "date" based on a bag's book description (excluding the title) that most appeals to them. They check out the bag and "go on a date" by unwrapping the bag and reading the book. It will be fun to get feedback on how each patron's "date" turned out.

Visitors searching for book titles from the Library's Catalog, [Lago Vista Public Library Catalog](#), will now be able to see various titles arranged for special events, holidays, or from best-seller lists by accessing the "Booklist" tab, located under "What's Hot." The current lists include titles for Black History Month, Kids Valentine's Day, Staff Picks, and Young Adults. Staff are in the process of creating other points of accessibility on the Library's catalog and website.



## Municipal Court

Throughout the week, customers received assistance with their citations through various channels, including in-person support at the court window, as well as assistance provided over the phone and via email. Additionally, clerks prepared for the upcoming regular court dockets scheduled for February 13th. Show cause notices were mailed to individuals who were found to be non-compliant with their current agreements, ensuring adherence to legal requirements. Furthermore, court dockets were updated and added to the Municipal Court's webpage for easy access and reference. In anticipation of future proceedings, clerks prepared for three jury trials scheduled for March 26, 2024.