



# Weekly Report

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February 23, 2024

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

Throughout the past week, the City Manager was actively engaged in various meetings and preparations, primarily focusing on the strategic planning session held on Thursday and Saturday. In anticipation of the upcoming week, she dedicated time to meet with the Mayor to align priorities and agendas. Additionally, she participated in discussions regarding the potential establishment of a Farmer's Market at the Lago Vista Brewery. Another key meeting involved representatives from Texas Parks and Wildlife, the Police Department, and the City Manager to strategize educational awareness initiatives addressing coyote encounters. Furthermore, the City Manager, alongside several staff members and City Council members, attended the Northshore Chamber of Commerce luncheon. This event provided an opportunity to network with local businesses and extend congratulations to recipients of the Chamber awards.

## Public Works

The Public Works Director and Engineering had significant engagements this week, including meetings with the Effluent Pond Design Team from FNI and the Golf Course Superintendent to discuss design challenges and scheduling. Additionally, discussions were held with Luna Ridge's Design Engineer to address site challenges and align with city requirements. A conference call was organized with a representative from STEERS to manage Tier II Reporting matters and facilitate the setup of accounts for key personnel. Ensuring operational integrity, the Director of Public Works oversaw night work by Cordsen Construction on Dawn, ensuring necessary precautions were in place to minimize disruptions to residents. Furthermore, discussions with Shoreline Ranch were conducted to review progress, plans, and compliance with city requirements. In addition to these meetings, the completion of Utility Estimates and provision of customer assistance on matters related to water and sewer lines were successfully accomplished, along with the creation of City Council maps.

Regarding Utilities, several tasks were undertaken, including the resolution of sewer leaks on various streets and the completion of service installations. Employees also assisted with a force main tie-in, ensuring smooth operations and maintenance of essential infrastructure.

In the Streets department, a comprehensive approach to road maintenance was pursued,

addressing potholes on Santa Carlo and other streets as per resident requests, alongside conducting brush chipping, pothole filling, culvert cleaning, and tree trimming operations.

Within the Plants, daily operations were meticulously conducted, including laboratory tests, chlorine residual assessments, and general maintenance at Water Treatment Plants #1 and #3. At the Wastewater Treatment Plant, routine tests, sample submissions, maintenance tasks, and emergency preparedness reporting were completed, ensuring compliance and operational readiness. Furthermore, lift stations received routine maintenance to ensure uninterrupted operation.

Regarding Effluent Disposal, scheduled watering activities at the golf course and Cedar Breaks continued as planned, along with the distribution of water to Cedar Breaks, maintaining essential services and adherence to established schedules.

## Golf Course

The PGA Head Golf Professional successfully completed the placement of OB Stakes, effectively delineating the Out of Bounds boundaries on the Golf Course. Concurrently, our PGA Assistant Golf Professional, in collaboration with the Head Professional, is in the process of strategically placing Lateral Hazard Stakes across the entire course to clearly define all Lateral Hazards.

Furthermore, the PGA Assistant Golf Professional represented Lago Vista Golf Course at The Southern Texas PGA Annual Meeting held at The Hills of Lakeway Resort and Center. Additionally, our PGA Head Golf Professional participated in The Central Texas Golf and Resort Show in San Marcos, demonstrating our commitment to professional development and industry engagement.

## Parks and Recreation

In this week's operations update, the Golf Course Maintenance (GCM) division has made significant strides by recruiting and onboarding a new full-time staff member to augment the team's capabilities. Concurrently, efforts to address irrigation leaks persist as part of our ongoing commitment to maintaining the golf course. Over in the Parks and Recreation (PNR) department, we extended a warm welcome to another new full-time staff member and collaborated with a local electrician to resolve pickle-ball lighting issues. Furthermore, our partnership with LVUB (Lago Vista United Baseball) remains robust as we gear up for

the upcoming season, including plans for a volunteer day to enhance field conditions. Additionally, productive meetings with LVUB and LVSC (Lago Vista Soccer Club) have been conducted to optimize field preparations for their respective activities, underscoring our commitment to community engagement. Finally, training sessions led by the Director have empowered staff with the necessary skills to ensure optimal play conditions on baseball, softball, and soccer fields.

## Development Services

The volume of permits has been steadily increasing, resulting in a higher demand for inspections from both the Development Services Director and the other inspector. Despite the growing workload, they have managed to complete all required inspections thus far, alongside managing numerous phone calls and emails. They are also making efforts to accommodate meeting requests, although scheduling may not always align with the requested week.

## Economic Development

The Economic Development Director convened a meeting with the Economic Development Advisory Committee (EDAC) Chair and EDAC members to discuss preparations for an upcoming special call meeting slated for the following week. Additionally, efforts were made to facilitate collaboration between the Grant Writer and a local business seeking grant assistance, aiming to explore potential funding opportunities. Moreover, arrangements were continued for an imminent Plaque of Appreciation recognition event, ensuring meticulous planning and execution.

On another front, the Communications and Marketing Coordinator diligently managed various communication channels, disseminating informative posts across social media platforms, the city website, and digital signage to enhance community engagement. Furthermore, the coordinator initiated the "Tuesday Eclipse Tips" series in conjunction with the Chamber of Commerce and the City of Jonestown, providing valuable insights to residents. In parallel, she actively participated in meetings with the City Secretary to discuss the implementation of the Social Archiving program and bi-weekly Economic Development meetings with the City Manager. Additionally, coordination efforts were extended to announce the availability of VIP tickets for LAGO FEST, while participation in local events such as the Beanstalk Ribbon Cutting underscored commitment to community

engagement.

## Information Technology

Last week, considerable progress was made in our IT department. Staff met with the Motorola technician onsite to discuss the installation of hardware essential for the implementation of the police department's new radio system. Additionally, a project update meeting with Motorola was conducted to ensure alignment and progress tracking for the new CAD/RMS project tailored for the police department's needs. Furthermore, IT oversaw the ongoing eRate RFP process, with three responses received thus far. Lastly, staff continued to support the creation of virtual meetings and attended sessions as required to ensure seamless communication and collaboration across departments.

## Municipal Court

Throughout the week, the clerical staff processed newly received citations forwarded by the police department, ensuring timely and accurate documentation. Additionally, weekly reports were prepared and submitted to various state agencies, maintaining compliance with regulatory requirements. Warrants were promptly issued for individuals who failed to fulfill their agreements, ensuring accountability within the legal framework. Moreover, dedicated customer service was provided both over the phone and in-person at the court window, assisting patrons with inquiries and facilitating smooth proceedings.

## Police Department

End of Week Report for 02/11/2024 – 02/17/2024

Calls for Service		29
Traffic Stops		81
Citations		16
Warnings		50
Arrests		3
Average Response Time (ART)		1 minute

Last week, noteworthy progress was made in our collaboration with Motorola to initiate the configuration of our new Computer Aided Dispatch (CAD) / Records Management System (RMS). With valuable assistance from the city's IT department, staff successfully addressed several technical aspects of the configuration process. Looking ahead, staff have

scheduled numerous follow-up meetings with Motorola over the coming months to further fine-tune the system before its anticipated launch in June. Additionally, the PD hosted their inaugural community event of the year, Coffee with Cops, at the Lago Vista Starbucks. This well-attended event provided an excellent platform for Officers to engage with the community members and strengthen connections with them.

## Library

The Director has recently submitted a grant application to the Lago Vista Women's Club, highlighting the Library's ongoing efforts to secure additional funding. Concurrently, staff members are actively exploring alternative grant opportunities that align with the Library's objectives and eligibility criteria.

Additionally, the Director took part in the North Lake Travis Chamber of Commerce Luncheon held on Wednesday. These monthly luncheons provide valuable networking opportunities, allowing the Library to engage with local businesses and non-profit organizations.