



# Weekly Report

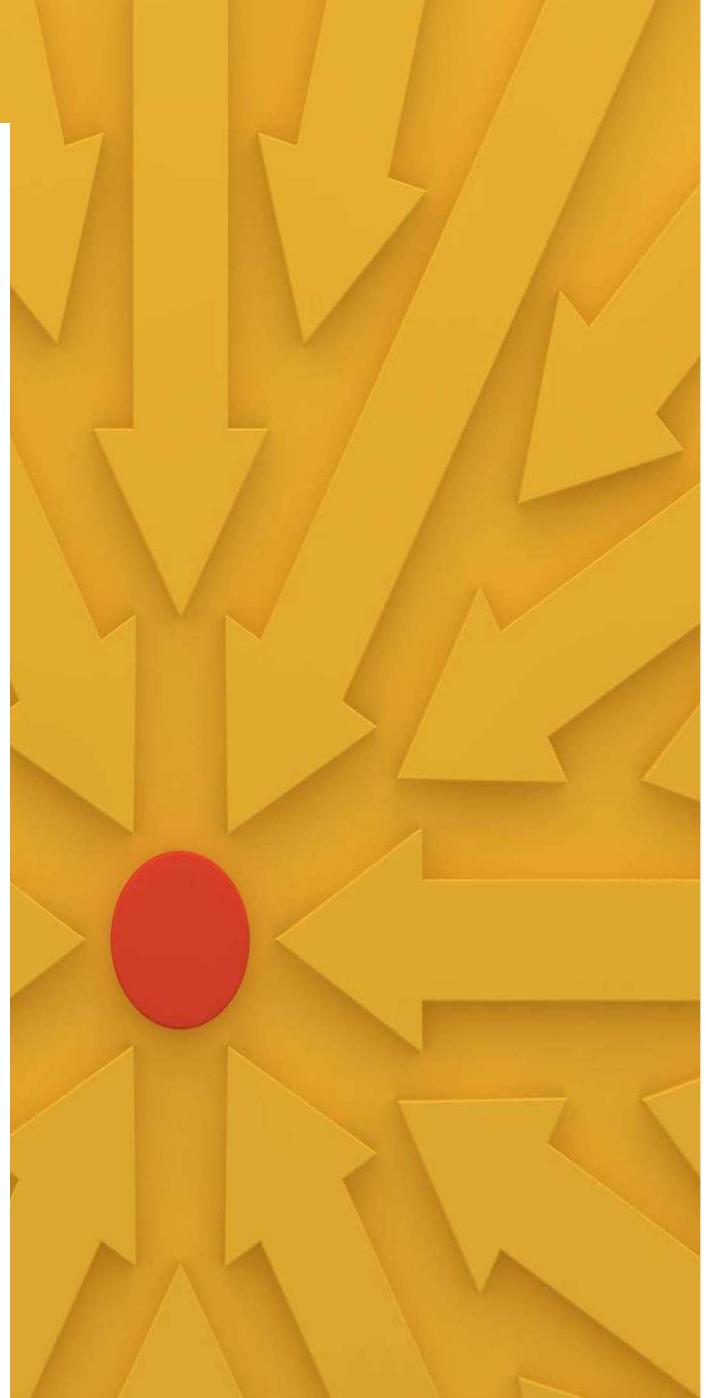
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Dec. 6<sup>th</sup>, 2024

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**City of Lago Vista**

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# City Manager's Office

This week, gratitude is extended to the residents who attended and the volunteers who participated in the Tree Lighting Event. Special thanks go to the following departments and individuals for their contributions to making the event magical: Public Works and the Streets Department for dedicating nearly a month to installing lights alongside their other duties; the Parks Department for planning and logistical support; the Police Department for managing crowd and traffic control; the Golf Course staff for assisting with parking; the Library for helping with Letters to Santa; ESD #1 for providing Santa's ride to the event; and Susan Price for months of planning and coordination with vendors, entertainment, and departments.

A meeting was held with a potential grant writer to explore supplemental services for the City's infrastructure project needs. The bi-monthly meeting with Halff & Associates focused on preparations for the Dec. 19th joint CPAC and City Council meeting regarding the Comprehensive and Parks Master Plan. Discussions also took place with a developer about their project on Highland Lakes Drive, known as Santa Vista Way, to review their plat application and engineering plans to ensure progress continues.

At the Dec. 5th Council meeting, the formal appointment of a new City Secretary was approved. Appreciation is extended to the Interim City Secretary for their invaluable service to the City. Prior to the meeting, the City Manager and IT Department staff resolved a TV issue in the Council Chambers. Additionally, the Concession Agreement with the Bunker Bar & Grille was executed, and a draft of the LVGC Irrigation Contract was received from the City Attorney is currently review by the City Manager.

Early Friday morning, the City Manager inspected PEC's Substation project site to confirm the roadway cleanup was completed and that mud and sediment was no longer present on Ming and Alfalfa. The only outstanding item needing to be completed before the Stop Work Order can be lifted, is the installation of a proper construction entrance.

# Golf Course

Thanksgiving weekend brought us 380 Golfer's finishing up November with a great month. We were 62% up in rounds and 58% up in revenue over last November. This week has brought us light rain and cool temperatures.

Golf Course Maintenance sprayed the greens with fungicide and algaecide along with performing their routine maintenance. Yardage stripes were painted on the back 9 cart paths as well.

# Economic Development

Economic Development Director met with a neighboring city to discuss their EDC bylaws and creation documents, gathering valuable insights for local initiatives. Preparations were made for the upcoming business roundtable on December 9th, where CapMetro will serve as the guest presenter. The Director also followed up with two retailers interested in Lago Vista, fostering potential opportunities for local economic growth.

The Communications & Marketing Coordinator stayed active with community engagement by posting updates on social media, the city website, and the digital sign. The Coordinator hosted an Employee Appreciation Committee meeting to select November's employee of the month. Also, they attended the Christmas Tree Lighting Ceremony, capturing photos of the event. Most of the week was dedicated to creating a slideshow for the upcoming Employee Christmas Party, highlighting the team's contributions throughout the year.

# Public Works

## Engineering/Administration Department

This week, the Public Works team attended a progress meeting with the engineering team working on the effluent transmission line between Pond #17 and Pond #2 and the rehabilitation of Pond #14. The team also met with the Toll Brothers development team to address engineering review comments for Phase 6A in Tessera. Two unresolved comments will require legal interpretation to ensure compliance with the Development Agreement and applicable ordinances.

The Mayor, Public Works Director, and City Engineer conducted a field investigation with Kimley Horn as part of the Travis County SS4A program. They assessed safety improvements needed at intersections, including Dawn & Lohman, 1431 & Lohman, Bar-K & 1431, and Lohman & Boggy. Discussions also focused on widening Lohman from Boggy to Dawn, installing a traffic light at the high school, and adding turn lanes along 1431. A Traffic Safety Analysis was provided to Kimley Horn for further study.

The Director met with the Luna Ridge design team to address comments on their plat change application. An additional meeting was held with the development teams for Shoreline Plaza and Riviera (formerly Montechino) to clarify plan submittals. Shoreline Plaza has a few remaining engineering comments to address, while the completed Traffic Impact Analysis (TIA) review for Riviera was sent to the developer for revisions.

A pre-bid meeting for the Effluent Pond #17 Rehab and Pond #2 Expansion Project was conducted, followed by site visits to the facilities. There was greater interest in this project compared to the previous bidding cycle, which was rejected due to incomplete submissions. The Director and City Engineer issued a Stop Work Order for the substation project at Ming Trail & Alfalfa due to hazardous conditions caused by mud on the roads. Lastly, engineering plans for Water Treatment Plant #3 were sent to Freese & Nichols to obtain a detailed cost estimate for the plant upgrades.

## **Utilities Department**

This week, the Utilities Department continued Sewer Main S/O inspections at multiple locations, which remain ongoing. A curb stop replacement was successfully completed on Arrowhead Drive. Service installations were completed on Nashville Cove and Patriot Drive.

A sewer issue on High Drive was resolved, and several meter sets were installed at the following locations: Golden Daisy Lane, Marquette Cove, Deepwood Drive, and Tuscany Coneflower Lane. These efforts reflect the department's commitment to maintaining and improving the City's utility infrastructure.

## **Streets Department**

The Streets Department chipped brush at the Green Center and repaired a pothole at the corner of Mt. Laurel and High Mountain. In preparation for the Christmas Tree Lighting event, crews double-checked all the lights, installed timers, and worked during the event to handle setup, light the decorations, and clean the event site afterward. Ahead of the paving contractor, the crews began trimming trees on Heather Drive, Fawn Park, Gold Lane, Falcon Lane, Emerald Road, Bluejay Boulevard, Redbird Cove, Truman Cove, and O'Henry Avenue.

## **Plants Department**

This week at Water Treatment Plant #1, staff completed daily and weekly water testing, including chlorine residual sampling, and performed general maintenance and upkeep. New controllers were successfully installed on the "A" side turbidimeter, enhancing system functionality. At Water Treatment Plant #3, similar testing and maintenance tasks were completed to ensure reliable operations.

At the Wastewater Treatment Plant, staff conducted weekly sample submissions, daily lab testing, and routine maintenance. Three containers of sludge were pressed, though issues

persist with the clarifier 1 air lift, which are being addressed. Lift stations received routine maintenance, with ongoing repairs and generator maintenance to ensure functionality.

Effluent disposal operations continued as scheduled. The golf course irrigation system is on track, sprinklers at Cedar Breaks remain active, and effluent water is being sent to Cedar Breaks. Crews also worked on clearing trails and removing trees and brush in the area. Additionally, a new valve was installed on pump 4 at Pond 17 to improve operational efficiency.

## Information Technology

The department supported both in-person and virtual meetings as needed and addressed nine new support tickets from staff. Progress continued with testing the Autopilot software and new policies for mobile phones and other city devices in collaboration with the Microsoft vendor.

Efforts to resolve audio issues in the council chambers are ongoing. The department contacted the AV specialist vendor, who will have a technician on-site Monday to troubleshoot the custom AV system in the Council Chambers. While the vendor's sales representative was able to slightly improve the audio for attendees, additional issues were identified that require further investigation and guidance from the technician.

IT also assisted court staff in updating outdated information in their system to ensure accuracy. Additionally, new cameras for City facilities and the Police Department have arrived. Staff have coordinated with the network cable vendor to schedule the installation of necessary drops for the camera setup.

## Library

The Director attended a meeting of the Presidents Council on Monday. The quarterly meetings provide an opportunity for city officials and representatives from various organizations in the North Lake Travis area to share information and keep each other up to

date on upcoming programs and events in our area.

Library staff and two volunteers from the LV Friends of the Library Board participated in the City's Christmas Tree Lighting event by overseeing the "letters to Santa" table. It was great fun to see the excitement on the faces of the children as they filled in the blanks on their individual letters and left them to be mailed to Santa.

On Monday, Aaron and Cynthia Darling from the Darling Art School, with help from North Shore Veterans members, Anthony and Leah Francisco, replaced the Gallery of Honor photos of veterans with a new display of art created by local artists. A reception was held that evening to meet the artists and promote the new display.

The Library Greenspace Project continued this week as two picnic tables and two benches were placed within the new pathways. Staff would like to thank two City employees from the Utilities Department for assembling the outdoor furniture and placing them on the newly designed area.

## Municipal Court

Court processed citations received from the Police Department and assisted customers with their citations at the court window, by phone, and via email. Clerks prepared for two bench trials scheduled for December 17th and completed weekly reports for the State and the court's collection agency. Monthly reports were also processed and submitted to the State and City Council. Additionally, warrants were issued for individuals who failed to comply with court agreements or appear for a show cause hearing.

## Development Services

The Development Services Department experienced an increase in application submissions, both for new residential permits and smaller job permits. Staff dedicated significant time to answering questions about the nonpoint permit on Patriot, providing

guidance in person, via email, and over the phone. The department registered three new contractors, accepted 23 permit applications, and conducted 79 inspections, completed by both ATS and in-house inspectors.

## Parks & Rec

The Parks and Recreation team played an integral role in the success of this year's Christmas Tree Lighting Event. They worked behind the scenes to ensure the event ran smoothly, assisting with setup, logistics, and providing support during the festivities.

The Airport welcomed a new part-time employee this week. This addition to the team will help enhance operational efficiency and provide additional support.

## Police Department

End of Week Report for 11/24/2024 – 11/30/2024

Calls for Service			342
Traffic Stops			82
Citations			15
Warnings			62
Arrests			2
Average Response Time (ART)			5 min 39 sec
Code Enf. Calls for Service			9
Animal Control Calls for Service			14

Last week, we had two new Dispatchers begin with our department, Rae Metz and Kevin Penner. Ms. Metz has previous experience as a dispatcher in the College Station and San Antonio areas as well as out of state experience. They are excited to be a part of our team and have hit the ground running!