



# Weekly Report

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Dec. 13<sup>th</sup>, 2024

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**City of Lago Vista**

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# City Manager's Office

This week included participation in the Chambers Holiday Mixer and collaboration with IT to address the volume issue in the Council Chambers. A meeting with Halff & Associates focused on finalizing the outline and material for the upcoming Joint CPAC and City Council Meeting. Coordination with the Health Inspector and ESD ensured proper actions were taken to address and mitigate concerns raised in an anonymous complaint received by the City.

The week concluded with the City's annual holiday dinner party, held for employees, their families, and their significant others. The event was beautifully scripted and organized by Susan, whose efforts are greatly appreciated. Special thanks go to Jillian, Susan, Amanda, Eric, Katie, and Chris with ESD, who stayed late to assist with cleanup. Appreciation is extended to all employees for their hard work and dedication to the City throughout the year.

# Golf Course

The first full weekend in December brought us a quiet one. However, Mother Nature brought us some rain and that's a great thing. Both the WGA and the MGA had their end of the year holiday dinners on Wednesday. We continued to receive more positive reviews regarding the course condition and service this week.

Golf Course Maintenance performed routine maintenance this week. The Superintendent and Assistant Superintendent met with Freese and Nichols to discuss the main irrigation line running from #17 pond to #2 pond.

# Economic Development

This week, the Economic Development Director hosted the Quarterly Business Roundtable, featuring Stephen Dellert, Local and Regional Coordinator of Government Affairs with CapMetro, as the guest presenter. The Director also attended the Infrastructure Council Meeting with Opportunity Austin and participated in the OA Affordability Task Force Meeting, which included a presentation by the Executive Director of the Central Texas Chapter of Entry Way Talent.

The Communications & Marketing Coordinator actively engaged with the community, posting updates on social media, the city website, and the digital sign. The Coordinator attended the Business Roundtable, the Chamber mixer, and the Santa picture opportunity at the library, where pictures were coordinated. Additional efforts included completing the January Monthly Newsletter and finishing the slideshow for the Employee Christmas Party. At the Christmas Party, the Coordinator also coordinated event photos to capture the festivities and celebrate the City's staff.

# Public Works

## **Engineering/Administration Department**

The WWTP Upgrade engineering contract was executed, and a kick-off meeting was scheduled for January 6th to initiate the project. Bids for the Effluent Pond Rehab project remain open and are due on December 19th.

The contractor installing the tie-in for Firefly Cove's water main encountered delays, which caused water system issues at higher elevations south of Dawn Drive. Additionally, a potential new developer attended the weekly development meeting to discuss their project concept, City requirements, and timelines with the Director, Building Official, and ESD. These efforts reflect ongoing progress in managing development and infrastructure projects for the City.

## **Utilities Department**

The Utilities Department completed exposing the sewer service along 7816-7824 Tessera Parkway and repaired the water service at 21310 Choctaw Cove. A service installation was also completed at 3902 Clinton Lane.

Sewer Main S/O inspections at multiple locations were finalized, and meter sets were installed at 21008 Nashville Cove, 8020 Rosso Blanket Drive, and 2705 Patriot Drive. Preparations for the Veranda Walk Lift Station construction project are ongoing.

## **Streets Department**

The Streets Department installed a new pole and street signs at the intersection of Sunset and Outpost Trace. New street signs and a stop sign were also placed at Rawhide and Bar-K. Crews graded the ditch on High Drive, cleaned out the culvert, and installed a silt fence to improve drainage. Additionally, they scraped the edges of the road on Fawn Park, Gold In, Falcon, Emerald, O'Henry, McAllister, Warren, and Nashville to maintain safe and clear roadways.

Tree trimming efforts were carried out on several streets, including Vicksburg, Santa Madrina, Washington Cove, Winthrop, Warren, Newton, Newhaven, Nevada, Marquette, Irving, Harding, Gilbert, and Burnside, ensuring improved visibility and safety for drivers and pedestrians.

## **Plants Department**

At Water Treatment Plant #1, staff completed daily and weekly water testing, including chlorine residual sampling, and performed general maintenance to ensure efficient operations.

At Water Treatment Plant #3, similar testing and maintenance tasks were conducted. However, a two-inch coupling failure occurred at the plant, resulting in a leak above an electrical panel. This required a temporary shutdown to address the issue.

At the Wastewater Treatment Plant, weekly sample submissions and daily lab testing were completed alongside general 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 four generators successfully serviced at the Driving Range, WWTP, The Inn, and Mira Lago. During a power outage at Tessera, the generator functioned properly, ensuring uninterrupted operations.

For Effluent Disposal, the golf course remained on its regular watering schedule, and sprinklers at Cedar Breaks continued to operate as planned. Effluent water delivery to Cedar Breaks also remains consistent.

## Information Technology

This week in IT, the department supported both in-person and virtual meetings as needed and addressed 11 new support tickets from staff. Progress continued on the Autopilot project and implementing new policies for mobile phones and other city devices.

An AV specialist technician visited on Monday to troubleshoot the audio issues in the Council Chambers. He adjusted the levels on individual microphones, significantly improving the audio quality. The technician also recommended upgrading the system and took notes from the Interim City Manager and staff regarding desired improvements, which will be shared with the sales representative for further follow-up.

Network cable installers ran cables for additional cameras at City Hall, the Police Department, and the Library. The new cameras were successfully installed and set up, enhancing security at these facilities. The department also completed Open Records Requests (ORRs) as needed for the City Secretary.

## Library

Staff hosted a Christmas Coffee event to celebrate and thank our Library volunteers, as well as members of the Library Advisory Board and the Friends of the Library Board. This annual gathering serves as a heartfelt gesture of appreciation for their ongoing support of the Library. It also offers a chance for volunteers to get to know one another in a festive, welcoming atmosphere.

This week's story time featured a special visit from Santa and Mrs. Claus, much to the delight of attendees. The event saw a larger turnout than in previous years, and we hope all the children had the chance to share their Christmas wishes and take photos with Santa and Mrs. Claus.

## Municipal Court

Court received and processed citations and held regular court dockets on December 10, 2024. Numerous customers were assisted with their cases through phone, email, and in-person visits at the court window. As part of the interlocal agreement, the Court Administrator supported the Jonestown Municipal Court with their docket on December 11. Additionally, weekly reports were completed and submitted to the State and the court's collection agency, ensuring compliance and efficient operations.

## Parks & Rec

This week, the Parks and Recreation Department welcomed a new maintenance employee to the team.

Maintenance work was carried out on the runway to ensure safety and optimal conditions for airport operations..

# Police Department

End of Week Report for 12/01/2024 – 12/07/2024

Calls for Service			371
Traffic Stops			86
Citations			26
Warnings			53
Arrests			2
Average Response Time (ART)			4 min 16 sec
Code Enf. Calls for Service			20
Animal Control Calls for Service			14

Last week, we held presented our end of year annual recognitions to several members of our team. The recognitions were selected by our leadership team based on nominations / recommendations received from other team members. Recognitions were as follows:

Dispatcher Michel'Le Smith – Civilian Employee of the Year  
Officer John Achilles – Newcomer of the Year  
Officer Mia Hernandez – Officer of the Year  
Sergeant Robert Mercado – Community Service Award  
Officer Mia Hernandez – Leadership Award

We are very proud of these individuals and their contributions to our department and community.