



AGENDA
CITY COUNCIL REGULAR MEETING
CITY COUNCIL CHAMBERS
5803 THUNDERBIRD
LAGO VISTA, TX
SEPTEMBER 4, 2025 AT 1:00 PM

REGULAR SESSION WILL RECONVENE AT 3:00PM

JOIN MEETING VIA VIDEO CONFERENCE

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/242387805>

You can also dial in using your phone.

United States: +1 (646) 749-3122

Access Code: 242-387-805

1. CALL TO ORDER, CALL OF ROLL

Kevin Sullivan, Mayor

Rob Durbin, Mayor Pro-Tem

Shane Saum, Council Member

Adam Benefield, Council Member

Norma Owen, Council Member

Paul Roberts, Council Member

Paul Prince, Council Member

2. EXECUTIVE SESSION

Convene into a closed Executive Session pursuant to:

- a. Consultation with Legal Counsel concerning all regular meeting agenda items requiring confidential, attorney/client advice (as needed) pursuant to Texas Government Code Section 551.071.
- b. City Council will convene into executive session pursuant to Texas Government Code § 551.071(1) to consult with the City Attorney regarding legal issues related to a former Police employee, a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Open Meetings Act and pending or contemplated litigation related thereto.
- c. City Council will convene into executive session pursuant to Texas Government Code § 551.071(1) to consult with the City Attorney regarding legal issues related to

a former IT employee, a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Open Meetings Act and pending or contemplated litigation related thereto.

- d. City Council will convene into executive session pursuant to Texas Government Code § 551.071(1) to consult with the City Attorney regarding legal issues related to gifting of funds to non-profits.

3. ACTION ON EXECUTIVE SESSION ITEMS (action and/or vote may be taken on the following agenda items):

Reconvene from Executive Session into open session to act as deemed appropriate in City Council's discretion regarding:

- a. Consultation with Legal Counsel concerning all regular meeting agenda items requiring confidential, attorney/client advice (as needed) pursuant to Texas Government Code Section 551.071.
- b. City Council will convene into executive session pursuant to Texas Government Code § 551.071(1) to consult with the City Attorney regarding legal issues related to a former Police employee, a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Open Meetings Act and pending or contemplated litigation related thereto.
- c. City Council will convene into executive session pursuant to Texas Government Code § 551.071(1) to consult with the City Attorney regarding legal issues related to a former IT employee, a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Open Meetings Act and pending or contemplated litigation related thereto.
- d. City Council will convene into executive session pursuant to Texas Government Code § 551.071(1) to consult with the City Attorney regarding legal issues related to gifting of funds to non-profits.

4. INVOCATION

5. PLEDGE OF ALLEGIANCE, PLEDGE TO TEXAS FLAG

6. CITIZEN COMMENTS

In accordance with the Open Meetings Act, Council is prohibited from acting or discussing (other than factual responses to specific questions) any items not on the agenda.

To participate in the citizen comments portion of the meeting, you must submit a completed form. If you are attending the meeting in the City Council Chambers you must complete the form available at that location and provide it to the Mayor prior to the start of the meeting. If you will be participating using the online videoconferencing tool, you must complete the form and submit it by email in accordance with the instructions included within the form. It is found on the City's website at the link below. The Council will reconvene from executive session at or around 3:00 p.m.

[Citizen Participation Registration Form](#)

7. ITEMS OF COMMUNITY INTEREST

Pursuant to Texas Government Code Section 551.0415, the City Council may report on any of the following items:

- a. Expression of thanks, gratitude, and condolences.
- b. Information regarding holiday schedules.
- c. Recognition of individuals, i.e. Proclamations.
- d. Reminders regarding City Council events.
- e. Reminders regarding community events.
- f. Health and safety announcements.

8. CONSENT AGENDA

All matters listed under Consent Agenda, are to be considered routine by the City Council and will be enacted by one motion. There will not be separate discussion on these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

- a. Action regarding the July 24, 2025, Regular City Council Meeting Minutes.
- b. Action on Ordinance No. 25-09-04-01 regarding an amendment to the City of Lago Vista Code of Ordinances, Chapter 14 (Zoning), to clarify eligibility to place Items on an agenda and application completeness requirements, and to establish a 15-day notice period for required publication, posting, and website notices related to rezoning requests, site plans, permits, calendar, and design reviews.

9. ACTION ITEMS

- a. Discussion regarding fiscal year (FY) 2025-2026 proposed annual budget.
- b. Discussion, consideration, and possible action regarding a roll call vote on adoption of a proposal to set a 2026 tax rate (\$0.42000) for the City of Lago Vista.
- c. Discussion, consideration, and possible action to set dates for a public hearing and vote on the Fiscal Year 25/26 adoption of the Budget calendar year 2025 tax rate.
- d. Discussion, consideration, and possible action regarding Resolution No. 25-2149 authorizing the City Manager to release easements without City Council approval.
- e. Discussion, consideration, and possible action regarding Ordinance No.25-09-04-02 regarding clarification and amendment of Chapter 10 ordinance language related to public notice and signage requirements prior to preliminary plat hearings.

10. WORK SESSION

- a. Discussing the need for the City of Lago Vista to comment on the Draft SFY 2026 Drinking Water State Revolving Fund Intended Use Plan.

11. STAFF AND COUNCIL LIAISON REPORTS

- a. Routine Staff Reports.
- b. Routine Reports from City Council Board/Commission/Committee Liaisons

- Building and Standards Commission, Councilmember Benefield
- Keep Lago Vista Beautiful, Councilmember Benefield
- Lago Vista Starry Skies, Councilmember Benefield
- Planning & Zoning Commission, Mayor Pro Tem Durbin
- Economic Development Advisory Committee, Councilmember Owen
- Lago Vista Independent School District, Councilmember Owen
- Lago Vista Property Owner's Association, Councilmember Owen
- Turnback Canyon Trail Conservancy, Councilmember Owen
- Golf Course Advisory Committee, Councilmember Prince
- Library Advisory Board, Councilmember Prince
- Parks & Recreation Advisory Committee, Councilmember Prince
- Board of Adjustment, Councilmember Roberts
- Airport Advisory Board, Councilmember Saum
- Governmental Affairs, Councilmember Saum
- Water Issues; Lower Colorado River Authority Board, Texas Water
- Development Board, and other entities as appropriate, Councilmember Saum
- Youth Advisory Committee, Mayor Sullivan
- Capital Area Council of Governments, Mayor Sullivan
- Texas Department of Transportation, Mayor Sullivan

12. ADJOURNMENT

IT IS HEREBY CERTIFIED that the above Notice was posted on the Bulletin Board in accordance with Government Code section 551.041 located at all times in City Hall in said City by 5:00 PM on the 28th day of August 2025.

Robin Smith, City Secretary

THIS MEETING SHALL BE CONDUCTED PURSUANT TO THE TEXAS GOVERNMENT CODE SECTION 551.001 ET SEQ. AT ANY TIME DURING THE MEETING THE COUNCIL RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION ON ANY OF THE ABOVE POSTED AGENDA ITEMS IN ACCORDANCE WITH THE SECTIONS 551.071, 551.072, 551.073, 551.074, 551.075 OR 551.076.

THE CITY OF LAGO VISTA IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT. REASONABLE MODIFICATIONS AND EQUAL ACCESS TO COMMUNICATIONS WILL BE PROVIDED UPON REQUEST.

AT THIS MEETING AT THE STATED LOCATION, A QUORUM OF THE CITY COUNCIL WILL BE PHYSICALLY PRESENT, AND THIS NOTICE SPECIFIES THE INTENT TO HAVE A QUORUM PRESENT THERE, AND THE MEMBER OF THE CITY COUNCIL PRESIDING OVER THE MEETING WILL BE PHYSICALLY PRESENT AT THAT LOCATION. ONE OR MORE MEMBERS OF THE CITY COUNCIL MAY PARTICIPATE

IN THIS MEETING REMOTELY, AND IF SO, VIDEOCONFERENCE EQUIPMENT PROVIDING TWO-WAY AUDIO AND VIDEO DISPLAY AND COMMUNICATION WITH EACH MEMBER WHO IS PARTICIPATING BY VIDEOCONFERENCE CALL WILL BE MADE AVAILABLE.



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 4, 2025

SUBMITTED BY: Robin Smith, City Secretary

SUBJECT: Action regarding the July 24, 2025, Regular City Council Meeting Minutes.

RECOMMENDATION: Approval of the July 24, 2025, Regular City Council Meeting Minutes.

ATTACHMENTS:
[7-24-2025 City Council Meeting Minutes.pdf](#)

These minutes have been prepared to satisfy the requirements of Section 551.021 of the Texas Government Code. Video recordings of most City meetings can be viewed at [Watch Meetings | Lago Vista, TX](#)

**CITY COUNCIL
REGULAR MEETING MINUTES
THURSDAY, JULY 24, 2025
1:00 PM EXECUTIVE
3:00 PM REGULAR**

1. CALL TO ORDER, CALL OF ROLL

Mayor Sullivan called the meeting to order at 1:01 PM.

Council Present:

Kevin Sullivan, Mayor

Rob Durbin, Mayor Pro-Tem

Shane Saum, Council Member

Adam Benefield, Council Member

Norma Owen, Council Member

Paul Roberts, Council Member

Paul Prince, Council Member

Staff Present:

City Manager, Charles West

Police Captain, Paul Chrane

Finance Director, Nichole Navarro

Procurement Manager, Eric De La Cruz

IT Analyst Manager, Stan Heston

City Attorney Brad Bullock

Human Resources Director, Tiffany Sparks

Interim City Secretary, Susie Quinn

Economic Development Director, Eric Zeno

2. EXECUTIVE SESSION

Mayor Sullivan convened the meeting into Executive Session at 1:03 PM.

Consultation with Legal Counsel concerning all regular meeting agenda items requiring confidential, attorney/client advice (as needed) pursuant to Texas Government Code Section 551.071.

3. ACTION ON EXECUTIVE SESSION ITEMS (action and/or vote may be taken on the following agenda items):

Mayor Sullivan reconvened the meeting into regular session at 3:00 PM.

Reconvene from Executive Session into open session to act as deemed appropriate in City Council's discretion regarding:

- A. Consultation with Legal Counsel concerning legal questions related to disannexation policy pursuant to Local Government Code Sec. 43.142. (Texas Government Code Section 551.071 - on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter).

No Action (this item was not supposed to be on the agenda.)

Consultation with Legal Counsel concerning all regular meeting agenda items requiring confidential, attorney/client advice (as needed) pursuant to Texas Government Code

Section 551.071.

No Action

4. INVOCATION

Council Member Prince introduced Joseph DePalma-Hinojosa to offer the invocation.

5. PLEDGE OF ALLEGIANCE, PLEDGE TO TEXAS FLAG

Mayor Sullivan led the group in the Pledge of Allegiance and the Pledge to the Texas Flag.

6. CITIZEN COMMENTS

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To participate in the citizen comments portion of the meeting, you must submit a completed form. If you are attending the meeting in the City Council Chambers you must complete the form available at that location and provide it to the Mayor prior to the start of the meeting. If you will be participating using the online videoconferencing tool, you must complete the form and submit it by email in accordance with the instructions included within the form. It is found on the City's website at the link below. The Council will reconvene from executive session at or around 3:00 p.m.

David vonOhlerking signed up to speak but declined.

0:00:01 NOTE: Audio and video were unavailable prior to this item due to technical difficulties.

ITEMS OF COMMUNITY INTEREST

Pursuant to Texas Government Code Section 551.0415, the City Council may report on any of the following items:

- a. Expression of thanks, gratitude, and condolences.
- b. Information regarding holiday schedules.
- c. Recognition of individuals, i.e. Proclamations.
- d. Reminders regarding City Council events.
- e. Reminders regarding community events.
- f. Health and safety announcements.

0:01:11

- c Proclamation Declaring August as Emergency Management Awareness and Appreciation Month

Mayor Sullivan read the proclamation declaring August as Emergency Management Awareness and Appreciation Month.

7. WORK SESSION

0:03:54

- a. Discuss the new Texas legislative laws that are effective immediately.

City Attorney Bullock summarized the new legislation which becomes effective immediately.

8. CONSENT AGENDA

All matters listed under Consent Agenda, are to be considered routine by the City Council and will be enacted by one motion. There will not be separate discussion on these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Item 9b. was requested to be pulled from the consent agenda.

1:00:22

- a Action regarding the June 5, 2025, Regular City Council Meeting Minutes.

MOTION: Mayor Pro Tem Durbin made a motion to approve the June 5, 2025, Regular City Council Meeting Minutes as presented on the consent agenda, seconded by Councilor Owen. The motion passed unanimously (7-0).

1:00:22

- b Discussion, consideration, and possible action regarding Resolution No. 25-2143; a resolution by the City of Lago Vista approving the appointment of an Associate Municipal Court Judge and authorizing the Professional Services Agreement between the City and Associate Municipal Court Judges David Yturri.

MOTION: Councilor Prince made a motion to table Item 9b as presented on the consent agenda until the August 7, 2025, City Council meeting, seconded by Mayor Pro Tem Durbin. The motion passed unanimously (7-0).

9. ACTION ITEMS

1:15:17

- a Discussion and possible action on amendment No. 2 to effluent ponds repair design and authorization for golf course irrigation design project.

MOTION: Councilor Prince made a motion to table Item 10a until the August 7, 2025, City Council meeting, seconded by Mayor Pro Tem Durbin. The motion passed unanimously (7-0).

1:02:53

- b Discussion, consideration, and possible action to remove the March 20, 2025, Stage 2 Water Restrictions as per the City's and LCRA's adopted Drought Contingency Plans.

City Manager West answered many of the questions regarding the differences between Stages 1 and 2. There was discussion regarding the goal of a 10% reduction of water usage in the future.

MOTION: Councilor Benefield made a motion to table Item 10b until the August 7, 2025, City Council meeting, seconded by Mayor Pro Tem Durbin. The motion passed (4-3). The four ayes were Mayor Pro Tem Durbin, Councilor Owen, Councilor Benefield, Councilor Saum. The three nays were Mayor Sullivan,

Councilor Prince, and Councilor Roberts.

10. STAFF AND COUNCIL LIAISON REPORTS

1:18:54

a. Routine Reports from City Staff

City Manager West distributed draft budget materials to the Council and explained that more information would be forthcoming for the August 7th budget discussion. He noted that the no-new-revenue tax rate is above the voter approval rate, which would trigger an automatic election if exceeded. His recommendation was to stay at or slightly below the voter approval rate.

Council members expressed appreciation for the comprehensive budget materials provided and requested electronic versions of the documents. It was confirmed that the budget would be posted on the city website for public review.

Finance Director Navarro delivered FY25-26 Budget drafts to all the Council members.

1:31:29

b. Reports from City Council Board/Commission/Committee Liaisons, •
Charter Review Committee, Councilor Prince & Councilor Saum

- Building and Standards Commission, Councilor Benefield
- Keep Lago Vista Beautiful, Councilor Benefield
- Lago Vista Starry Skies, Councilor Benefield
- Airport Advisory Board, Councilor Saum
- Planning & Zoning Commission, Mayor Pro Tem Durbin
- Economic Development Advisory Committee, Councilor Owen
- Lago Vista Independent School District, Councilor Owen
- Lago Vista Property Owner's Association, Councilor Owen
- Turnback Canyon Trail Conservancy, Councilor Owen
- Golf Course Advisory Committee, Councilor Prince
- Library Advisory Board, Councilor Prince
- Parks & Recreation Advisory Committee, Councilor Prince
- Board of Adjustment, Councilor Roberts
- Governmental Affairs, Councilor Saum
- Water Issues; Lower Colorado River Authority Board, Texas Water Development Board, and other entities as appropriate, Councilor Saum
- Youth Advisory Committee, Mayor Sullivan
- Capital Area Council of Governments, Mayor Sullivan
- Texas Department of Transportation, Mayor Sullivan Cap Metro, Mayor Sullivan

1:53:40

11.

ADJOURNMENT

Mayor Sullivan adjourned the meeting at 5:01 PM

CITY OF LAGO VISTA

Kevin Sullivan, Mayor

ATTEST:

Susie Quinn, Interim City Secretary

In a motion by Councilor _____, seconded by Councilor _____
the foregoing instrument was passed and approved (__-__-____).



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 4, 2025

SUBMITTED BY: Councilor Roberts, City Council

SUBJECT: Action on Ordinance No. 25-09-04-01 regarding an amendment to the City of Lago Vista Code of Ordinances, Chapter 14 (Zoning), to clarify eligibility to place Items on an agenda and application completeness requirements, and to establish a 15-day notice period for required publication, posting, and website notices related to rezoning requests, site plans, permits, calendar, and design reviews.

BACKGROUND: This item was initially referred to the Planning and Zoning Commission (P&Z) for consideration at its April 28th meeting. It was subsequently brought forward to the City Council for discussion at the May 1st meeting, during which it was tabled until May 15th.

At the May 15, 2025, Council meeting, the ordinance was neither posted on the agenda nor presented in a formal format. Additionally, the motion made did not explicitly state approval of the ordinance.

The attached ordinance serves to clarify all items that were approved by the Planning and Zoning Commission and accepted by the City Attorney.

FINDINGS: The recommendations from the April 28th P&Z meeting are included in this packet.

RECOMMENDATION: Approve on consent.

ATTACHMENTS:

[2025-05-15 _ P&Z Recommendations from April 28th Meeting](#)
[Ordinance No 25-09-04-01 Amending Ch 14](#)

CITY COUNCIL AGENDA ITEM REPORT

DATE: May 15th, 2025

SUBMITTED BY: Council Member Paul Roberts

SUBJECT: Discussion, consideration, and possible action to refer a draft amendment to Chapter 14 (Zoning) of the Lago Vista Code of Ordinances establishing agenda eligibility and completeness requirements for Planning and Zoning Commission applications to the Planning and Zoning Commission for public hearing and recommendation.

BACKGROUND:

City Council has previously directed, as a matter of policy, that applications for zoning, subdivision, or site development actions not be placed on the Planning and Zoning Commission agenda unless they are complete and accompanied by a staff report. This ensures that when notices are sent to the public at least 15 days prior to a public hearing, all necessary information is available for public review.

Due to staff turnover and the absence of a codified ordinance, this procedure has not been consistently enforced. The proposed ordinance formalizes the existing policy to ensure transparency, consistency, and regulatory integrity going forward.

Applicants often request premature placement on agendas and offer to submit missing materials at a later time, creating challenges for staff and eroding the quality of public review. This ordinance will empower staff to decline such requests and prevent incomplete applications from being prematurely scheduled.

FINDINGS:

- Public hearing notices must be supported by complete documentation and staff reports to allow informed public comment.
 - Prior Council direction has not been formalized in ordinance, leading to lapses in enforcement.
 - Codification will ensure long-term compliance regardless of staff transitions.
 - The ordinance protects the integrity of the public review process and shields staff from undue pressure to place incomplete applications on the agenda.
-

FINANCIAL IMPACT:

None anticipated.

RECOMMENDATION:

Authorize referral of the attached ordinance to the Planning and Zoning Commission for public hearing and recommendation.

ATTACHMENTS:

- Draft Ordinance – Chapter 14 Amendment: Agenda Eligibility and Completeness Requirements
-

DRAFT ORDINANCE — FOR REFERRAL TO PLANNING AND ZONING COMMISSION

ORDINANCE NO. [INSERT ORDINANCE NUMBER]

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS, AMENDING CHAPTER 14 (ZONING) OF THE LAGO VISTA CODE OF ORDINANCES TO ESTABLISH AGENDA ELIGIBILITY AND COMPLETENESS REQUIREMENTS FOR PLANNING AND ZONING COMMISSION APPLICATIONS; PROVIDING FOR SAVINGS, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Lago Vista has directed that public hearing applications must be complete and accompanied by a staff report prior to placement on a Planning and Zoning Commission agenda;

WHEREAS, consistent application of this policy is necessary to maintain transparency and provide meaningful notice to the public;

WHEREAS, applicants frequently attempt to schedule items on an agenda while promising to provide missing materials later, creating staff burden and undermining timely review;

WHEREAS, the City Council finds it appropriate to codify this procedure by ordinance to ensure consistent enforcement and support staff decision-making;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS:

SECTION I. AMENDMENT

Chapter 14 of the Lago Vista Code of Ordinances is hereby amended to add a new Section 3.22, which shall read as follows:

Section 3.22 – Agenda Eligibility and Completeness Requirements

(a) No application for zoning (including rezonings, Planned Development Districts, and Special Use Permits), subdivision (including preliminary and final plats), or site development approval shall be scheduled for public hearing or placed on the agenda of the Planning and Zoning Commission unless the application is complete and all required submittals have been received by the City.

(b) A written staff report must accompany the agenda item and shall include any findings, analysis, and recommendations prepared by the Development Services Department or designee.

(c) The application materials and staff report must be completed [at least 5 days prior to the meeting date prior to issuance of any notice required under state law or City ordinance](#) for the associated public hearing.

(d) Exceptions to this requirement may only be granted by formal action of the City Council.

(e) This section shall serve to empower staff to decline placement of incomplete applications on an agenda and to reject requests for placement contingent upon future delivery of required documentation.

~~SECTION II. SAVINGS CLAUSE~~

~~All ordinances or parts thereof in conflict with this ordinance are hereby repealed to the extent of such conflict.~~

SECTION III. SEVERABILITY CLAUSE

If any provision of this ordinance is found to be invalid or unconstitutional, such invalidity shall not affect the remaining provisions.

SECTION IV. EFFECTIVE DATE

This ordinance shall become effective upon its final passage and approval following compliance with the procedural requirements of Chapter 14.

[FOR USE AFTER P&Z ACTION]

P&Z recommendation from April 28th Meeting

PASSED AND APPROVED on this [Insert Date] day of [Insert Month], 2025.

Kevin Sullivan, Mayor
ATTEST:

Maria Franco, City Secretary
On a motion by Councilmember _____, seconded by Councilmember _____,
the above and foregoing ordinance was passed and approved.

ORDINANCE NO. 25-09-04-01

AN ORDINANCE OF THE CITY COUNCIL OF LAGO VISTA, TEXAS, AMENDING THE CODE OF ORDINANCES BY ADDING SECTION 3.22 IN CHAPTER 14 “ZONING” TO ADDRESS AGENDA ELIGIBILITY AND COMPLETENESS; ADOPTING AN OFFICIAL PLANNING AND ZONING PLAT SUBMITTAL CALENDAR AND PUBLISH ON THE CITY WEBSITE; AND REQUIRING THE PLANNING AND ZONING COMMISSION TO RECOMMEND AMENDMENTS TO THE CODE OF ORDANINCES TO CROSS REFERENCE THE OFFICIAL PLANNING AND ZONING PLAT SUBMITTAL CALENDAR.

WHEREAS, the City has a long-standing policy of not placing on the Planning and Zoning Commission agenda applications for zoning, subdivision, or site development actions unless they are complete; and

WHEREAS, the City wishes to codify this policy; and

WHEREAS, requiring timely filing of applications ensures a full review by City staff, meaningful notice to the public, increased efficiency, and compliance with statutory timelines for review; and

WHEREAS, Section 212.0015 of the Texas Local Government Code allows cities to create a submittal calendar for plats; and

WHEREAS, the Planning and Zoning Commission of the City of Lago Vista has undertaken an extensive review of the issue at its meeting on April 28, 2025; and

WHEREAS, the Planning and Zoning Commission of the City of Lago Vista has forwarded a recommendation to the City Council to add Section 3.22 of Chapter 14 to address agenda eligibility and completeness; and

WHEREAS, the City Council desires to amend the Lago Vista Code of Ordinances as described below,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS, THAT:

SECTION 1. FINDINGS OF FACT. All of the above and foregoing recitals are hereby found to be true and correct legislative findings of the City and are incorporated herein as findings of fact.

SECTION 2. AMENDMENT. The City Council of the City of Lago Vista, Texas, does hereby amend Chapter 14 of the Code of Ordinances to add Section 3.22 to read as follows (additions, ~~deletions~~):

Section 3.22 – Agenda Eligibility and Completeness Requirements

(a) All applications for zoning (including rezonings, Planned Development Districts, and Special Use Permits), subdivision (including preliminary and final plats), or site development approval shall be submitted on the City-designated application forms approved by the City Manager or his or her Designee and shall include all required information and exhibits as stated on the application form. An incomplete application shall not be deemed filed for purposes of determining vested rights and is subject to expiration in accordance with Chapter 245 of the Texas Local Government Code and the City's Plat and Subdivision Regulations.

(b) No application for zoning (including rezonings, Planned Development Districts, and Special Use Permits), subdivision (including preliminary and final plats), or site development approval shall be considered complete and scheduled for public hearing or placed on the agenda of the Planning and Zoning Commission unless the application is complete and all required submittals have been received by the City.

(c) The date and timeframe for submittal of all applications will be established by a schedule prepared by the City Manager or his or her Designee and published on the City's website.

(d) A written staff report must accompany the agenda item and shall include any findings, analysis, and recommendations prepared by the Director of the Development Services Department or his or her designee.

(e) The application materials and staff report must be completed at least 15 days prior to the meeting date for the associated public hearing.

(f) Exceptions to this requirement may only be granted by formal action of the City Council.

(g) This section shall serve to empower staff to decline placement of incomplete applications on an agenda and to reject requests for placement contingent upon future delivery of required documentation.

SECTION 3. ADOPTION OF OFFICIAL PLANNING AND ZONING PLAT SUBMITTAL CALENDAR. The City Council of Lago Vista hereby adopts an official Planning and Zoning Plat Submittal Calendar. The calendar will be published on the City's website. The City Council directs the Planning and Zoning Commission to recommend amendments to the Code of Ordinances to add cross-references to the submittal calendar.

SECTION 4. REPEALER. This Ordinance shall be cumulative of all ordinances of the City of Lago Vista, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances.

SECTION 5. SEVERABILITY CLAUSE. If any section, subsection, article, paragraph, sentence, clause, phrase or word in this Ordinance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance, and the City Council hereby declares it would have

passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

SECTION 6. CODIFICATION AND PUBLICATION. The City Secretary is hereby directed to record and publish the attached amendments to the City's Code of Ordinances as authorized by Section 52.013 of the Texas Local Government Code.

SECTION 7. EFFECTIVE DATE. This Ordinance shall take effect immediately upon its passage and publication in accordance with the provisions of the Texas Local Government Code.

SECTION 8. OPEN MEETINGS. It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

AND, IT IS SO ORDERED.

PASSED AND APPROVED this 4th day of September 2025.

Kevin Sullivan, Mayor

ATTEST:

Robin Smith, City Secretary

On a motion by Councilmember _____, seconded by Councilmember _____, the above and foregoing ordinance was passed and approved.



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	September 4, 2025
SUBMITTED BY:	Charles West, City Manager
SUBJECT:	Discussion regarding fiscal year (FY) 2025-2026 proposed annual budget.
RECOMMENDATION:	Discussion only



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 4, 2025

SUBMITTED BY: Charles West, City Manager

SUBJECT: Discussion, consideration, and possible action regarding a roll call vote on adoption of a proposal to set a 2026 tax rate (\$0.42000) for the City of Lago Vista.

BACKGROUND:

	General Funds	Additional Funds Needed	Total
Voter Approval Rate	(\$205,821.00)	\$0	\$0.00
No New Revenue Rate (\$0.4231)	(\$205,821.00)	\$2,022,202.76	\$1,816,381.76
No New Revenue Rate + 25% (\$0.443725)	(\$205,821.00)	\$1,516,652,107	\$1,310,831.11
No New Revenue Rate + 50% (\$0.46435)	(\$205,821.00)	\$1,011,101.38	\$805,280.38

FINDINGS: Staff recommends City Council take a record vote on setting a proposed tax rate of \$0.443725 that was identified during the August 15, 2024 budget discussions. As a reminder this action only sets a proposed tax rate. Action on setting the tax rate is scheduled to occur on September 19, 2024. When setting the tax rate on September 19, 2024, City Council can only set the proposed tax rate of \$0.443725 or a lower amount. This action of setting a proposed tax rate is only setting a ceiling amount.

FINANCIAL IMPACT: N/A



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CITY COUNCIL AGENDA ITEM REPORT

DATE: September 4, 2025

SUBMITTED BY: Charles West, City Manager

SUBJECT: Discussion, consideration, and possible action to set dates for a public hearing and vote on the Fiscal Year 25/26 adoption of the Budget calendar year 2025 tax rate.



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 4, 2025

SUBMITTED BY: Charles West, City Manager

SUBJECT: Discussion, consideration, and possible action regarding Resolution No. 25-2149 authorizing the City Manager to release easements without City Council approval.

ATTACHMENTS:

[Resolution No. 25-2149 authorizing City Manager to release easement](#)

RESOLUTION NO. 25-2149

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS, AUTHORIZING THE CITY MANAGER TO RELEASE PUBLIC EASEMENTS; AUTHORIZING THE CITY MANAGER TO EXECUTE NECESSARY DOCUMENTS, ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council desires to authorize the City Manager to release public easements; and

WHEREAS, the City designates the City Manager to execute necessary documents; and

WHEREAS, requiring timely filing of easements ensures a full review by City staff, increased efficiency, and compliance with statutory timelines for review; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS, THAT:

SECTION 1. FINDINGS OF FACT. All of the above and foregoing recitals are hereby found to be true and correct findings of the City and are incorporated herein as findings of fact.

SECTION 2. EFFECTIVE DATE. This Resolution shall take effect immediately upon its passage and publication in accordance with the provisions of the Texas Local Government Code.

AND, IT IS SO ORDERED.

PASSED AND APPROVED this 4th day of September 2025.

CITY OF LAGO VISTA

Kevin Sullivan, Mayor

ATTEST:

Robin Smith, City Secretary

On a motion by Councilmember _____, seconded by Councilmember _____, the above and foregoing ordinance was passed and approved.



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 4, 2025

SUBMITTED BY: Mayor Sullivan, City Council

SUBJECT: Discussion, consideration, and possible action regarding Ordinance No.25-09-04-02 regarding clarification and amendment of Chapter 10 ordinance language related to public notice and signage requirements prior to preliminary plat hearings.

BACKGROUND: Concerns were raised in connection with a preliminary plat scheduled for consideration by the Planning & Zoning Commission on August 14, 2025. Staff identified ambiguity in the ordinance language and the absence of certain standards or definitions. Staff also noted the potential for missed statutory deadlines under Texas Local Government Code §212.009 when unclear directives delay action.

FINDINGS: The current language in Chapter 10, Section 2.16(a)(b) contains ambiguities and potential typographical errors that hinder consistent application. Examples include:

- The phrase “some from of special notice” (likely intended as “some form”)
- Lack of definition for “special notice” on the City website
- No specifications for required signage content or formatting

Given these deficiencies, Council may choose to:

1. Provide direction to staff on interim application of the ordinance; and/or
2. Proceed with an amendment to clarify the requirements, to be considered at the August 21, 2025 Council meeting.

RECOMMENDATION: Place the item on the August 14, 2025 Council agenda for discussion and possible action. The agenda item should be written broadly enough to allow either providing staff with

direction or moving forward with an ordinance amendment on August 21, 2025.

ATTACHMENTS:

[Code of Ordinances Ch 10 Sec 2.16 preliminary plat.pdf](#)

[Staff Memo dated 8-13-25](#)

[Ordinance No 25-09-04-02 Amending CH 10 Section 2.13 adding part \(3\)](#)

2.16 Preliminary Plat

(a) Requirements.

- (1) Concept Plans, in accordance with Section 2.15, must be approved by Council before any Preliminary Plats can be filed with the City unless otherwise exempted by the Section.
- (2) The Administrator shall complete a sufficiency review of all information submitted within twenty-one (21) calendar days of the submittal by the applicant. The sufficiency review only determines whether all required components of the application have been received and not whether the application is complete or that those components are correct.

(3) Completion of Sufficiency Review.

- (A) If deemed compliant by the Administrator, the application shall be forwarded for review DRC. This satisfies the sufficiency requirement.
- (B) If deemed noncompliant by the Administrator, the applicant will be notified in writing of the reasons for noncompliance. The applicant shall have one (1) opportunity to submit information to address the noncompliance within sixty (60) calendar days following the noncompliance. Failure to meet the deadline or address all or address all noncompliance shall cause the application to be considered denied.

(4) Submittal Review.

- (A) The DRC shall review the first submittal within fifteen (15) calendar days of the compliant sufficiency review and submit comments to the applicant in writing by the end of this timeframe.
- (B) The applicant shall address all individual comments from the DRC by copying each open comment(s) and providing response(s) to each open comment on official letterhead. This shall also include revised documentation showing the comment has been addressed by the applicant. The applicant shall have sixty (60) calendar days from the end of the DRC review to resubmit to the Department. Failure to address within this timeframe shall cause the application to be considered denied.
- (C) The second submittal, if needed, shall be reviewed by the DRC within fifteen (15) calendar days of the applicant's submittal to the City. Responses to the DRC for this submittal shall be subject to the same deadline and consequences as the first submittal.
- (D) Upon the satisfaction of all DRC comments or subsequent to the third submittal by the applicant, the plat will be automatically scheduled for consideration by the Planning and Zoning Commission as denoted in subsection (b) below. It is at this point that the application shall be considered complete.

- (b) Public Meeting. The Commission shall consider the preliminary plat in a public meeting scheduled within thirty (30) calendar days of the date in which the application is considered complete. No less than seventy-two (72) hours prior to the public meeting, some from of special notice shall be published on the City website and at least one sign shall be posted on the property.. All signs shall be located along the right-of-way of the public street with the highest functional classification according to the current City Thoroughfare Plan. Additional

signs shall be placed at 300-foot intervals along this same frontage up to a maximum of three (3) signs for any application.

- (c) Appeals. An appeals application must be filed with the Department within ten (10) business days from the date of approval or denial by the Commission. The appeal will be heard by the City Council following a Public Hearing noticed in accordance with Section 2.15(f) above. The appeal will be heard by the Council within thirty (30) calendar days of filing.
- (d) Package. The preliminary plat application and package to be submitted with the preliminary plat shall be on paper and in digital form as determined by the Administrator and shall include the following in the number of copies as determined by the Administrator.
 - (1) Application. The form of the application shall be provided by the Administrator.
 - (2) Drawings. The preliminary plat drawings, when required by the administrator, shall be prepared on 24 x 34 inch sheets and 11 x 17 inch reductions and shall be submitted to the city with an application for subdivision plat processing.
 - (A) Scale. The plat drawings(s) shall be drawn at a minimum scale of one hundred (100) feet to an inch or at a scale determined by the Administrator that provides legible review by the Commission.
 - (B) When more than one sheet is necessary to accommodate the entire area of the plat plus other associated information, an index sheet showing the entire subdivision at an appropriate scale shall be attached to the plat.
 - (C) Vicinity data. On the plat drawing sheet or index sheet there shall be a vicinity map to indicate the general location of the subdivision. The plat and vicinity map shall graphically indicate the physical relationship (distance) of the corner of the subdivision to a physical point, acceptable to the City Engineer as a visible reference and datum marker, and to property ownership patterns in the vicinity.

HISTORY

Amended by Ord. [21-05-06-03](#) on 5/6/2021

From: Charles West <Charles.West@lagovistatexas.gov>

Sent: Wednesday, August 13, 2025 12:18 PM

Subject: P&Z Agenda Item

To: Mayor & Council Members

Ms. Aird has raised concerns regarding the preliminary plat scheduled for consideration at tomorrow night's Planning & Zoning Commission meeting. Specifically, she referenced Section 2.16(a)(b) of the Subdivision Ordinance, which outlines requirements for public notice prior to a preliminary plat hearing:

Public Meeting. The Commission shall consider the preliminary plat in a public meeting scheduled within thirty (30) calendar days of the date the application is deemed complete. No less than seventy-two (72) hours prior to the public meeting, some from of special notice shall be published on the City website, and at least one sign shall be posted on the property. All signs shall be located along the right-of-way of the public street with the highest functional classification according to the current City Thoroughfare Plan. Additional signs shall be placed at 300-foot intervals along this same frontage, up to a maximum of three (3) signs per application.

I've highlighted the section Ms. Aird referenced. The language is ambiguous and lacks clarity. For example:

The phrase "some from of special notice" appears to be a typographical error and likely intended to read "some form."

The ordinance does not define what constitutes a "special notice" on the website. While the meeting notice is posted online, it is not in a designated or separate section, as no such section currently exists.

Regarding signage, the ordinance does not specify what information must be displayed. Development Services does not currently have signage templates or standards for subdivision applications pending before the Commission.

As I've previously noted, our ordinances are flawed and undergoing revision. However, staff's inability to comply with unclear directives should not prevent the City from fulfilling its statutory obligations under Texas Local Government Code (TX LGC) §212.009. In my view, the preliminary plat in question has already exceeded the statutory deadline and could be deemed approved. That said, the applicant has not requested automatic approval and expects the Commission to act on their application at the meeting scheduled for Thursday, August 14, 2025, at 6:00 PM.

If the Chair of the Commission chooses not to hear the item, I will have no choice but to issue a certificate of approval due to the City's failure to act within the required timeframe.

Until our ordinances are fully reviewed and updated, I recommend suspending or removing the ambiguous requirements related to "special notice" and signage 72 hours prior to the meeting. I defer to you and Brad on how best to proceed with that recommendation.

Please let me know if you have any questions.

Thank you,

Charles West

City Manager

Charles West

City Manager

P.O. Box 4727

Lago Vista, TX 78645

Office: (512) 267-1155 ext. 100

Mobile: (737) 291-8800

charles.west@lagovistatexas.gov

ORDINANCE NO. 25-09-04-02

AN ORDINANCE OF THE CITY COUNCIL OF LAGO VISTA, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING BY ADDING PART (3) TO SECTION 2.16 “PRELIMINARY PLAT” IN CHAPTER 10 “PRELIMINARY PLATS” TO AGREE WITH PROCEDURES SET FORTH IN CHAPTER 14, SECTION 3.22 OF THIS CODE.

WHEREAS, the City has a long-standing policy of not placing on the Planning and Zoning Commission agenda applications for zoning, subdivision, or site development actions unless they are complete; and

WHEREAS, the City wishes to codify this policy; and

WHEREAS, requiring timely filing of applications ensures a full review by City staff, meaningful notice to the public, increased efficiency, and compliance with statutory timelines for review; and

WHEREAS, Section 212.0015 of the Texas Local Government Code allows cities to create a submittal calendar for plats; and

WHEREAS, at the City Council meeting on May 15th the City of Lago Vista recommended to add (3) to Section 2.16 of Chapter 10 to reference Chapter 14, Section 3.22; and

WHEREAS, the City Council desires to amend the Lago Vista Code of Ordinances as described below,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS, THAT:

SECTION 1. FINDINGS OF FACT. All of the above and foregoing recitals are hereby found to be true and correct legislative findings of the City and are incorporated herein as findings of fact.

SECTION 2. AMENDMENT. The City Council of the City of Lago Vista, Texas, does hereby amend Chapter 10 of the Code of Ordinances to add (3) to Section 2.16 Preliminary Plat to read as follows (additions, ~~deletions~~):

(a) Requirements.

(1) Concept Plans, in accordance with Section 2.15, must be approved by Council before any Preliminary Plats can be filed with the City unless otherwise exempted by the Section.

(2) The Administrator shall complete a sufficiency review of all information submitted within twenty-one (21) calendar days of the submittal by the applicant. The sufficiency review only determines whether all required components of the

application have been received and not whether the application is complete or that those components are correct.

(3) All preliminary plat applications shall be submitted in accordance with the procedures set forth in Chapter 14, Section 3.22 of this Code, and in compliance with the official Planning and Zoning Submittal Calendar as published by the City.

(4) Completion of Sufficiency Review.

(a) If deemed compliant by the Administrator, the application shall be forwarded for review DRC. This satisfies the sufficiency requirement.

(b) If deemed noncompliant by the Administrator, the applicant will be notified in writing of the reasons for noncompliance. The applicant shall have one (1) opportunity to submit information to address the noncompliance within sixty (60) calendar days following the noncompliance. Failure to meet the deadline or address all or address all noncompliance shall cause the application to be considered denied.

(5) Submittal Review.

(a) The DRC shall review the first submittal within fifteen (15) calendar days of the compliant sufficiency review and submit comments to the applicant in writing by the end of this timeframe.

(b) The applicant shall address all individual comments from the DRC by copying each open comment(s) and providing response(s) to each open comment on official letterhead. This shall also include revised documentation showing the comment has been addressed by the applicant. The applicant shall have sixty (60) calendar days from the end of the DRC review to resubmit to the Department. Failure to address within this timeframe shall cause the application to be considered denied.

(c) The second submittal, if needed, shall be reviewed by the DRC within fifteen (15) calendar days of the applicant's submittal to the City. Responses to the DRC for this submittal shall be subject to the same deadline and consequences as the first submittal.

(d) Upon the satisfaction of all DRC comments or subsequent to the third submittal by the applicant, the plat will be automatically scheduled for consideration by the Planning and Zoning Commission as denoted in subsection (b) below. It is at this point that the application shall be considered complete.

SECTION 3. REPEALER. This Ordinance shall be cumulative of all ordinances of the

City of Lago Vista, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances.

SECTION 4. SEVERABILITY CLAUSE. If any section, subsection, article, paragraph, sentence, clause, phrase or word in this Ordinance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance, and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

SECTION 5. CODIFICATION AND PUBLICATION. The City Secretary is hereby directed to record and publish the attached amendments to the City's Code of Ordinances as authorized by Section 52.013 of the Texas Local Government Code.

SECTION 6. EFFECTIVE DATE. This Ordinance shall take effect immediately upon its passage and publication in accordance with the provisions of the Texas Local Government Code.

SECTION 7. OPEN MEETINGS. It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

AND, IT IS SO ORDERED.

PASSED AND APPROVED this 4th day of September 2025.

Kevin Sullivan, Mayor

ATTEST:

Robin Smith, City Secretary

On a motion by Councilmember _____, seconded by Councilmember _____, the above and foregoing ordinance was passed and approved.



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 4, 2025

SUBMITTED BY: Councilor Saum, City Council

SUBJECT: Discussing the need for the City of Lago Vista to comment on the Draft SFY 2026 Drinking Water State Revolving Fund Intended Use Plan.

BACKGROUND: Review the attachments for better understanding.

RECOMMENDATION: To reach consensus to submit the attached draft public comment letter or personal letters to the Texas Water Development Board.

ATTACHMENTS:

[2026 CWSRF IUP DRAFT LETTER.docx](#)

[2026 DWSRF IUP DRAFT LETTER.docx](#)

Draft Public Comment – City of Lago Vista

To: Texas Water Development Board

Subject: Comments on Draft SFY 2026 CWSRF IUP

The City of Lago Vista appreciates the opportunity to provide comments on the Draft SFY 2026 Clean Water State Revolving Fund Intended Use Plan. We are encouraged to see our projects listed and thank the TWDB for improving our ranking slightly compared to last year.

- **Our Ranking:** Lago Vista's projects (PIF #17048 and #17047) are ranked 22nd and 23rd with scores of 73 and 72 points respectively. While this places us just outside the initial invited funding list, it positions us as alternates should other projects fall off. We want to express our eagerness to be considered if additional capacity becomes available.
- **Next Steps & Positioning:** We respectfully ask what more Lago Vista can do to keep our projects best positioned to move up the list in the event other projects are withdrawn or delayed. We have been applying for three years in a row, and remain committed to pursuing funding through this program.
- **Site Visit Invitation:** We again extend an invitation to TWDB staff and board members to visit Lago Vista and tour our facilities. For three consecutive years, our applications have been considered without a single site visit. Reading applications is valuable, but seeing the challenges in person would provide better context. What is especially frustrating is that our projects are nearly identical in type to higher-ranked projects, yet receive lower scores.
- **Comparable Projects Ranked Higher:**
 - **Fort Worth – Mary's Creek WRF (PIF #17044, Rank 8, 115.5 pts):** New 10–15 MGD plant to manage rapid growth. Fort Worth has a large budget and bond capabilities.
 - **Round Rock – Brushy Creek Regional WWTP (PIF #16574, Rank 9, 112 pts):** Expanding capacity from 30 to 40 MGD due to population growth.
 - **Donna (PIF #16737, Rank 10, 109 pts):** Expanding WWTP from 1.8 to 2.8 MGD.
 - **Dripping Springs (PIF #17057, Rank 6, 117 pts):** Expanding South Regional WWTP for growth.

- **Wallis (PIF #17097, Rank 7, 116 pts):** Building new 2.0 MGD WWTP to address growth demand.

Each of these projects shares strong similarities with Lago Vista's proposed WTP #3 Expansion: all are driven by growth, capacity, and compliance challenges. Yet they are scored substantially higher.

- **Brushy Creek and TWDB's Broader Funding Role:** We note that Round Rock's Brushy Creek Regional system is not only ranked highly for CWSRF funding this year but has also received tens of millions of dollars through SWIFT financing managed by the TWDB for expansion of its regional water system. While we respect the importance of that regional project, the Board should take cumulative TWDB support into account when balancing limited CWSRF dollars across the state. Smaller cities with fewer resources, like Lago Vista, should not be disadvantaged while larger regional systems receive multiple layers of TWDB funding.
- **Request for Application Records (Public Information Request):** Pursuant to the Texas Public Information Act, the City of Lago Vista hereby requests access to review the application documents for the following projects:
 - Round Rock – Brushy Creek Regional WWTP (PIF #16574)
 - Fort Worth – Mary's Creek WRF (PIF #17044)
 - Donna (PIF #16737)
 - Dripping Springs (PIF #17057)
 - Wallis (PIF #17097)

These projects are functionally similar to Lago Vista's applications, and reviewing their submissions would help us identify whether differences in presentation or supporting data are contributing to scoring disparities.

Requested Actions

1. Keep Lago Vista's projects in strong alternate consideration and notify us immediately if other projects fall off.
2. Provide feedback on what more we can do to improve our scoring and competitiveness in future cycles.

3. Accept our invitation for a TWDB site visit to Lago Vista to see our infrastructure challenges firsthand.
4. Provide Lago Vista with access to the application documents for comparable projects listed above.
5. Consider the cumulative funding received by large regional systems (such as Round Rock's Brushy Creek) when prioritizing SRF dollars, so that small communities are not perpetually disadvantaged.

Respectfully submitted,
City of Lago Vista Council

Draft Public Comments for Submission on Behalf of the City of Lago Vista

To: Texas Water Development Board

Subject: Comments on Draft SFY 2026 DWSRF IUP

The City of Lago Vista appreciates the opportunity to comment on the Draft SFY 2026 Drinking Water State Revolving Fund Intended Use Plan. We support the mission of the TWDB in ensuring that communities across Texas have access to safe and reliable drinking water.

However, we must respectfully raise the following concerns:

1. **Project Listing Error** – The draft IUP indicates that Lago Vista submitted three projects, including one (PIF #16635) identified as “seeking to fund an interconnect with the City of Luling.” The City of Lago Vista did not submit such an application. This apparent clerical or vetting error raises significant questions about the accuracy of the project list and the due diligence applied during review. Correcting the project list to accurately reflect actual submissions is essential to the integrity of the program.
2. **Scoring of Small Cities vs. Large Cities** – Lago Vista has consistently scored poorly in recent cycles despite documented needs, limited bonding capacity, and significant growth pressures. Applications we submitted ranked 232 (PIF#: 17049) and 272 (PIF#:17050). In contrast, large cities with extensive bonding capacity and multi-billion-dollar budgets often rank higher. We urge the TWDB to revisit how disadvantaged and small communities are scored relative to metropolitan systems with far greater fiscal flexibility.
3. **Need for On-the-Ground Engagement** – Lago Vista has applied for funding under the CWSRF and DWSRF for three consecutive years. We would like to invite the TWDB staff to visit our community and tour our facilities. What is frustrating to us is that our projects appear to be the same as, or very similar to, projects ranked higher, yet we do not receive equivalent scoring. Without TWDB staff engaging with our infrastructure firsthand, it is difficult for us to understand whether the problem lies with our applications or with how projects are being evaluated on paper. We strongly encourage the Board to incorporate field visits, particularly for small and medium-sized systems, so that scoring is based on a true understanding of local conditions rather than paperwork alone.
4. **Request for Application Records (Public Information Request)** – Pursuant to the Texas Public Information Act, the City of Lago Vista hereby requests access to review the application documents for the following projects that ranked ahead of ours and

involve water treatment plant expansions or new construction: Montgomery (PIF #17114), Parker County SUD (PIF #16596 and PIF #16597), Pinehurst (PIF #16894), and Moulton (PIF #17007). Because these projects are functionally similar to our proposed WTP #3 Expansion, we believe reviewing their application packages would help us identify whether there are differences in how information is presented, structured, or evaluated that we can learn from and apply in future submissions.

Requested Actions:

- Correct the project listing error for PWS ID: TX0940029.
- Re-evaluate scoring criteria to ensure fairness between small cities with limited fiscal tools and large urban systems.
- Provide Lago Vista with access to application documents for comparable WTP expansion projects to help us improve our submissions.
- Commit to a TWDB site visit to Lago Vista during the SFY 2026 cycle to gain firsthand understanding of our infrastructure needs and ensure scoring is based on reality, not paperwork errors.

We appreciate your consideration and look forward to continued partnership with the TWDB in addressing Texas' water infrastructure challenges.

Respectfully submitted,

City of Lago Vista Council