AGENDA
CITY COUNCIL REGULAR MEETING
CITY COUNCIL CHAMBERS
5803 THUNDERBIRD
LAGO VISTA, TX
DECEMBER 4, 2025 AT 3:00 PM

REGULAR SESSION WILL RECONVENE AT 4:00PM

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.
Access Code: 242-387-805
United States: +1 (646) 749-3122

I. CALL TO ORDER, CALL OF ROLL

Shane Saum, Mayor
Amanda Chavarria, Council Member
Jess Hall, Council Member
Adam Benefield, Council Member
Norma Owen, Mayor Pro-Tem
Karen Van Ness, Council Member
Paul Prince, Council Member

II. EXECUTIVE SESSION

Convene into a closed Executive Session pursuant to;

1. 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.

2. Consultation with Legal Counsel concerning Claim # LB114381 ; Dave Stewart Vs City of Lago Vista pursuant to Texas Government Code Section 551.070 (1).

III. 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:

1. 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.

2. Consultation with Legal Counsel concerning Claim # LB114381 ; Dave Stewart Vs City of Lago Vista pursuant to Texas Government Code Section 551.070 (1).

IV. INVOCATION

V. PLEDGE OF ALLEGIANCE, PLEDGE TO TEXAS FLAG

VI. 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

VII. 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.

VIII. 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.

1. Action regarding the November 13, 2025, Called City Council Meeting Minutes.

2. Action regarding the November 20, 2025, Regular City Council Meeting Minutes.

IX. WORK SESSION

1. Discussion and workshop on preparing the City of Lago Vista Strategic Work Plan for Fiscal Year 2025-2026.

2. Discussion regarding City Council's preferred approach to policing and provision of

general direction to the City Manager and Interim Chief of Police consistent with Council consensus.

3. Discussion regarding City Council's preferred approach to Code Compliance and provision of general direction to the City Manager consistent with Council consensus.

4. Discussion and possible action on a proposal from Hines (Tessera) to trade approximately 2 acres of land from Lot 1 Block A Teserra on Lake Travis to the City of Lago Vista in exchnge for .53 acres of land from the City of Lago Vista located on FM 1431 and part of 323.39 acres legal description ABS 2541 SUR 97 FAUBION F F ABS 2291 SUR 201 T & M C R R CO ACR 313.860 & ABS 286 SUR 152 FEHRANKAMP C D ACR 9.5302 (PT OF TRT B8.1) (TOTAL 323.3902AC)

5. Discussion, consideration, and possible action regarding Ordinance No. 25-12-04-01; an ordinance of the City Council of the City of Lago Vista, Texas Pursuant to the Texas Local Government Code Chapter 102, Sections 102.007(b) and 102.010, Providing for Amendments to Ordinance No. 24-09-19-01, Municipal Budget for the Fiscal Year Beginning October 1, 2024 and Ending September 30, 2025; Providing for Severability, and Effective Date.

X. ACTION ITEMS

1. Consideration and possible action regarding Resolution No. 25-2179 through 25-2186; resolutions by the City Council of the City of Lago Vista, Texas appointing individuals to serve as members on various Boards, Commissions and Committees.

2. Consideration and possible action regarding Resolution No. 25-2187 resolution of the City Council of the City of Lago Vista, Texas appointing an individual to serve as Council Liaison to the Charter Review Committee for the 2026 calendar year.

3. Consideration and possible action to authorize the City Manager to execute a service agreement between the City of Lago Vista & LJB Engineering for Phase 3 of the City's GIS Refresh- Quadrant 3 with Lidar in the amount of $217,690.

4. Consideration and possible action regarding the reconsideration of Resolution No. 25-2174, designating Councilor Benefield as the Council Liaison to the Planning & Zoning Commission, and possible action to appoint an alternative Councilor to serve as Council Liaison to the Planning & Zoning Commission.

5. Consideration and possible action to replace Resolution No. 25-2177 with Ordinance per the advice of legal counsel.

6. Consideration and possible action regarding liaisons for informal City Committees and other Community Committees.

7. Discussion and possible action pertaining to City Council's role in the confirmation process for Chief of Police of LVPD.

XI. STAFF AND COUNCIL LIAISON REPORTS

A. Routine Reports from City Staff.

B. Routine Reports from City Council Board/Commission/Committee Liaisons,

XII. 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 12:00 pm on the 26th day of November 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.

This public notice was removed from the official posting board at the City of Lago Vista city hall on the following date: _____________ at ___________ am/pm.

By:______________________

City of Lago Vista, Texas

AGENDA ITEM NO. II.2

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	December 4, 2025
SUBMITTED BY:	Brad Bullock, City Attorney
SUBJECT:	Consultation with Legal Counsel concerning Claim # LB114381 ; Dave Stewart Vs City of Lago Vista pursuant to Texas Government Code Section 551.070 (1).

AGENDA ITEM NO. III.2

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: December 4, 2025

SUBMITTED BY: Brad Bullock, City Attorney

SUBJECT: Consultation with Legal Counsel concerning Claim # LB114381 ; Dave Stewart Vs City of Lago Vista pursuant to Texas Government Code Section 551.070 (1).

AGENDA ITEM NO. VIII.1

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: December 4, 2025

SUBMITTED BY: Robin Smith, City Secretary

SUBJECT: Action regarding the November 13, 2025, Called City Council Meeting Minutes.

RECOMMENDATION: Approval of the November 13, 2025, Called City Council Meeting Minutes.

ATTACHMENTS:
25-11-13-City Council Minutes.docx

CITY COUNCIL CITY COUNCIL
SPECIAL CALLED MEETING
MINUTES
THURSDAY, NOVEMBER 13, 2025
5:45 PM
CITY COUNCIL CHAMBERS
5803 THUNDERBIRD
LAGO VISTA, TX

Kevin Sullivan, Mayor
Rob Durbin, Mayor Pro-Tem
Shane Saum, Member
Adam Benefield, Member
Norma Owen, Member
Paul Roberts, Member
Paul Prince, Member

Present: Shane Saum, Adam Benefield, Norma Owen, Paul Roberts, Paul Prince

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.
Access Code: 242-387-805
United States: +1 (646) 749-3122

I. CALL TO ORDER, CALL OF ROLL

This is a canvass, only two members are required to be in attendance in accordance with Sec. 67.004(a) of the Election Code.

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

- *Meeting called to order by Paul Prince at 5:47 PM.*
- *Present: Shane Saum, Adam Benfield, Norma Owen, Paul Roberts, and Paul Prince.*
- *Absent: Kevin Sullivan and Rob Durbin.*

V. ACTION ITEMS

1. Consideration, and Possible action regarding Ordinance No. 25-11-13-01; an ordinance by the City Council of the City of Lago Vista, Texas canvassing the returns of the City of Lago Vista's November 4, 2025, General Election.

   Moved by Paul Roberts; seconded by Adam Benefield to

   Approve. Motion: 5- 0

   Voting For: Shane Saum, Adam Benefield, Norma Owen, Paul Roberts, Paul Prince

   Voting Against: None

VI. PRESENTATIONS

This time is designated for the swearing in of incoming members, Council presentations, and farewell remarks from outgoing Council members.

- *Judge Eckert conducted the swearing-in ceremony for incoming council members:*

Karen Van Ness (Council Member, Place 5)
Amanda Chavarria (Council Member, Place 3)
Jess Hall (Council Member, Place 1)
Shane Som (Mayor)

- *Outgoing Council Member Paul Roberts expressed gratitude for his time on the council.*
- *Other council members and staff shared their appreciation for Roberts' dedication and contributions.*

Present Council Members and City Manager Charles West thanked outgoing members and welcomed incoming members.

Mayor elect, Shane Saum shared his optimism for the future of Lago Vista, emphasizing goals such as funding water infrastructure, emergency preparedness, and keeping taxes low.

- *Announced initiatives:*
  Mayor's Advisory Task Force on Emergency Preparedness. Mayor's Advisory Council on Faith and Service.

ADJOURNMENT

Councilor Paul Prince adjourns the meeting at 6:07 pm.

AGENDA ITEM NO.
VIII.2

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: December 4, 2025

SUBMITTED BY: Robin Smith, City Secretary

SUBJECT: Action regarding the November 20, 2025, Regular City Council Meeting Minutes.

RECOMMENDATION: Approval of the November 20, 2025, Regular City Council Meeting Minutes.

ATTACHMENTS:
25-11-20- Regular City Council meeting minutes draft.docx

LAGO VISTA TEXAS	**CITY COUNCIL CITY COUNCIL** **REGULAR MEETING MINUTES** **THURSDAY, NOVEMBER 20, 2025** **2:00 PM** **CITY COUNCIL CHAMBERS** **5803 THUNDERBIRD** **LAGO VISTA, TX**	Shane Saum, Mayor Adam Benefield, Member Norma Owen, Member Paul Prince, Member Amanda Chavarria Karen Van Ness Jess Hall

Present: Shane Saum, Adam Benefield, Norma Owen, Paul Prince, Amanda Chavarria, Karen Van Ness, Jess Hall

REGULAR SESSION WILL RECONVENE AT 3:00 PM

I. CALL TO ORDER, CALL OF ROLL

Shane Saum, Mayor
Amanda Chavarria, Council Member
Jess Hall, Council Member
Adam Benefield, Council Member
Norma Owen, Council Member
Karen Van Ness, Council Member
Paul Prince, Council Member

Mayor Saum called the meeting to order at 2:00 pm.
All Council Members are in attendance.

II. EXECUTIVE SESSION

Convene into a closed Executive Session pursuant to;

Convened into Executive Session began at 2:01pm.

1. Consult with legal counsel in executive session pursuant to Texas Government Code § 551.071(1) to consult with the City Attorney regarding civil action filed against the City of Lago Vista.
   NO ACTION

2. Consult 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

3. Consult with legal counsel in executive session pursuant to Texas Government Code

§ 551.071(1) regarding legal issues related to a complaint made against the City of Lago Vista alleging discrimination.
NO ACTION

III. 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:

Reconvened from Executive Session at 3:00 pm

1. Consult with legal counsel in executive session pursuant to Texas Government Code § 551.071(1) to consult with the City Attorney regarding civil action filed against the City of Lago Vista.
   NO ACTION

2. Consult 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

3. Consult with legal counsel in executive session pursuant to Texas Government Code § 551.071(1) regarding legal issues related to a complaint made against the City of Lago Vista alleging discrimination.
   NO ACTION

IV. INVOCATION

Invocation given by Councilor Norma Owen.

V. PLEDGE OF ALLEGIANCE, PLEDGE TO TEXAS FLAG

VI. CITIZEN COMMENTS

No Citizen Comments at this time.

VII. 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.

VIII. 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.

1. Action regarding the September 18, 2025, Regular City Council Meeting Minutes.
Moved by Councilor Paul Prince, seconded by Councilor Norma Owen to
Approved: 7-0
Voting For: Jess Hall, Adam Benefield, Amanda Chavarria, Norma Owen, Shane Saum, Karen Van Ness, Paul Prince.
Voting Against: None

2. Action regarding the November 6, 2025, Regular City Council Meeting Minutes.
Moved by Councilor Paul Prince, seconded by Councilor Norma Owen to
Approved: 7-0
Voting For: Jess Hall, Adam Benefield, Amanda Chavarria, Norma Owen, Shane Saum, Karen Van Ness, Paul Prince.
Voting Against: None

IX. ACTION ITEMS

1. Consideration and Possible action regarding Resolution No. 25-2166; a resolution by the City Council of the City of Lago Vista, Texas providing for the election of a Mayor Pro-Tem.
Moved by Mayor Shane Saum, seconded by Karen Van Ness to appoint Norma Owen as Mayor-Pro-Tem.
Voting For: Jess Hall, Adam Benefield, Amanda Chavarria, Norma Owen, Shane Saum, Karen Van Ness, Paul Prince.
Voting Against: None

2. Consideration and Possible action regarding Resolution No. 25-2167 through Resolution No. 25-2175; resolutions of the City Council of the City of Lago Vista, Texas appointing individuals to serve as Council Liaisons to various Boards/Commissions/Committees for the 2026 calendar year.

Resolution No. 25-2167 - Airport Advisory Board liaison.
Moved by Paul Prince, seconded by Norma Owen to appoint Shane Saum as liaison to the Airport Advisory Board.
Motion passed 6-1
Voting For: Jess Hall, Adam Benefield, Norma Owen, Shane Saum, Karen Van Ness, Paul Prince.
Voting Against: Amanda Chavarria

Resolution No. 25-2168 - Board of Adjustment liaison.
Moved by Norma Owen, seconded by Amanda Chavarria to appoint Norma Owen as liaison to the Board of Adjustment.
Motion passed 7-0

Voting For: Jess Hall, Adam Benefield, Amanda Chavarria, Norma Owen, Shane Saum, Karen Van Ness, Paul Prince.
Voting Against: None

Resolution No. 25-2169 - Building & Standard Commission liaison
Moved by Paul Prince, seconded by Karen Van Ness to appoint Paul Prince as liaison to the Building & Standards Commission
Motion passed 7-0
Voting For: Jess Hall, Adam Benefield, Amanda Chavarria, Norma Owen, Shane Saum, Karen Van Ness, Paul Prince.
Voting Against: None

Resolution No. 25-2170 - Economic Development Advisory Committee liaison.
Moved by Amanda Chavarria, seconded by Paul Prince to appoint Norma Owen as liaison to the Economic Development Advisory Committee.
Motion passed 7-0
Voting For: Jess Hall, Adam Benefield, Amanda Chavarria, Norma Owen, Shane Saum, Karen Van Ness, Paul Prince.
Voting Against: None

Resolution No. 25-2171 - Golf Course Advisory Committee liaison.
Moved by Paul Prince, seconded by Adam Benefield to appoint Jess Hall as liaison to the Golf Course Advisory Committee.
Motion passed 7-0
Voting For: Jess Hall, Adam Benefield, Amanda Chavarria, Norma Owen, Shane Saum, Karen Van Ness, Paul Prince.
Voting Against: None

Resolution No. 25-2172 - Library Advisory Board
Moved by Amanda Chavarria, seconded by Norma Owen to appoint Amanda Chavarria as liaison to the Library Advisory Board.
Motion passed 7-0
Voting For: Jess Hall, Adam Benefield, Amanda Chavarria, Norma Owen, Shane Saum, Karen Van Ness, Paul Prince.
Voting Against: None

Resolution No. 25-2173 - Parks & Recreation Advisory Committee liaison.
Moved by Paul Prince, seconded by Amanda Chavarria to appoint Karen Van Ness as liaison to the Parks & Recreation Advisory Committee.
Motion passed 7-0
Voting For: Jess Hall, Adam Benefield, Amanda Chavarria, Norma Owen, Shane Saum, Karen Van Ness, Paul Prince.
Voting Against: None

Resolution No. 25-2174 - Planning & Zoning Commission liaison.
Moved by Paul Prince, seconded by Jess Hall to appoint Adam Benefield as liaison to the Planning & Zoning Commission.
Motion passed 7-0
Voting For: Jess Hall, Adam Benefield, Amanda Chavarria, Norma Owen, Shane Saum, Karen Van Ness, Paul Prince.

Voting Against: None

Resolution No. 25-2175 - Youth Advisory Committee liaison.
Moved by Paul Prince, seconded by Amanda Chavarria to appoint Shane Saum as
liaison to the Youth Advisory Committee.
Motion passed 7-0
Voting For: Jess Hall, Adam Benefield, Amanda Chavarria, Norma Owen, Shane Saum, Karen Van Ness, Paul Prince.
Voting Against: None

3. Consideration and Possible action to pass Resolution No. 25-2176, updating the City's authorized signatory list by removing former City employees and Council members, and adding new employees and Council members to the signature list.
 Moved by Paul Prince, seconded by Amanda Chavarria with one amendment to add Adam Benefield to the signatory list.
 Amended: Motion passed: 7-0
 Voting For: Jess Hall, Adam Benefield, Amanda Chavarria, Norma Owen, Shane Saum, Karen Van Ness, Paul Prince.
 Voting Against: None

4. Consideration and Possible action to award ABIP, PC as the City of Lago Vista's independent auditor from RFQ 25-08 and authorize the City Manager to negotiate the agreement.
 Moved by Paul Prince, seconded by Karen Van Ness - City Manager, Charles West to negotiate agreement with ABIP, PC (RFQ 25-08) as the City of Lago Vista's independent auditor.
 Motion passed 7-0
 Voting For: Jess Hall, Adam Benefield, Amanda Chavarria, Norma Owen, Shane Saum, Karen Van Ness, Paul Prince.
 Voting Against: None

5. Consideration and Possible action to adopt Resolution No. 25-2178, amending Article 1.1800 of the Code of Ordinances to include new Section 1.1804 - Former City Officials and Employees, establishing a one-year "cooling-off" period before former Councilmembers may be appointed to serve in any unpaid capacity on a City Board, Commission, or Committee.
 Citizen Comments by: Mr. Owen, Mr. Rob Durbin,
 Mr. Gene Harris and Ms. Darci Devough.

 Moved by Benefield seconded by Chavarria
 Motion Failed – 7-0
 Voting For: None
 Voting Against: Jess Hall, Adam Benefield, Amanda Chavarria, Norma Owen, Shane Saum, Karen Van Ness, Paul Prince

6. Consideration and Possible action to authorize the City Manager to execute a service agreement between the City of Lago Vista & LJB Engineering for

Phase 3 of the City's GIS Refresh- Quadrant 3 with Lidar in the amount of $217,690.
Moved by Benefield, seconded by Shane Saum to table - Council directs staff to bring back presentation and research original contract.
Tabled: Motion Tabled: 4- 3
Voting For: Jess Hall, Adam Benefield, Norma Owen, Shane Saum
Voting Against: Amanda Chavarria, Karen Van Ness and Paul Prince.

7. Consideration and Possible action to adopt Resolution No. 25-2177, establishing Section 1.3005 of the Code of Ordinances to prohibit concurrent appointments to multiple City Boards, Commissions, and Committees and directing staff to incorporate the policy into Article 1.300 during the next code update.
Motion by Prince 2nd by Owen correct BOA problem ask for amendments with amendment that this applies for BOA, Building & Standards and Planning & Zoning Commission.
Amended: Motion Passed 7-0
Voting For: Jess Hall, Adam Benefield, Amanda Chavarria, Norma Owen, Shane Saum, Karen Van Ness, Paul Prince.
Voting Against: None

8. Consideration and Possible action of the holiday schedule and future meeting start times.
Moved by: Adam Benefield, seconded by Paul Prince - to cancel the December 18th City Council meeting and move the January 1, 2026 meeting to January 6, 2026.
Motion: Passed 7-0
Voting For: Jess Hall, Adam Benefield, Amanda Chavarria, Norma Owen, Shane Saum, Karen Van Ness, Paul Prince.
Voting Against: None
Moved by Karen Van Ness, seconded by Norma Owen - start time for meetings: Executive Session at 3:00 pm, convene into open session at 4:00 pm.
Motion Passed: 5-2
Voting For: Jess Hall, Norma Owen, Shane Saum, Karen Van Ness, Paul Prince.
Voting Against: Adam Benefield, Amanda Chavarria

X. WORK SESSION

1. Work session with incoming City Council Members.
City Manager Charles West briefed the Council on the training materials provided to
Council Members. He outlined the fundamentals of the Council -Manager form of government and emphasized the importance of completing the required Open Meetings Act and Public Information Act trainings, noting that documentation of completion must be kept on file.

The Mayor stated that Council policies will be discussed at the next meeting. Councilor Prince also commented on the training requirements for newly elected officials.

2. Discussion on Emergency task force preparedness.

   Mayor, Shane Saum led a brief discussion on the Mayor's Advisory Task Force on Emergency Preparedness. He explained that the task force is being formed to support his role in emergency preparedness and will consist of citizens with relevant backgrounds, including emergency management, police, and public works. The group is currently advisory only, though it may later be formalized as a subcommittee to assist with reviewing city emergency preparedness procedures.

XI. STAFF AND COUNCIL LIAISON REPORTS

A. Routine Reports from City Staff.

B. Routine Reports from City Council Board/Commission/Committee Liaisons,

The City Manager reported that while there were no routine reports, staff is progressing on multiple projects, with more frequent updates now being shared on social media. Weekly updates from the City Manager and department heads will begin, and monthly departmental reports are now posted on the City website. Finance staff provided an update on monthly financial reports.
Councilor Prince reported that the Charter Review Committee continues its work, currently reviewing Article III of the City Charter.
The Mayor provided updates on various governmental and interagency activities, including a productive meeting with the Texas Water Development Board and tours of local water facilities, ongoing coordination with CapMetro on citywide service and special events, and outreach to Travis County regarding Dark Sky lighting concerns near Pace Bend Park. He also noted ongoing relationship-building with state agencies and upcoming disaster preparedness training that the City may host in January.
Mayor Pro Tem, Owen reported that the City's grant writer is preparing additional grant applications, including planning work for a future community center. The Economic Development Corporation formation documents have been submitted to the Secretary of State and are nearing approval.
Councilor Van Ness reported from the POA Board, noting a continuing resident concern regarding unpermitted construction and enforcement issues. She also confirmed that the Life Vest Donor Project is moving forward, with a site selected and installation expected soon at Cody Park.

XII. ADJOURNMENT

Mayor, Shane Saum adjourned the meeting at: 6:31 pm.

[Approval Follows]

CITY OF LAGO VISTA:

____
Shane Saum, Mayor

ATTEST:

____
Robin Smith, City Secretary

On a motion by Councilmember ______________________, seconded by Councilmember ______________________, the above and foregoing instrument was passed and approved.

AGENDA ITEM NO. IX.1

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: December 4, 2025

SUBMITTED BY: Councilor Saum, City Council

SUBJECT: Discussion and workshop on preparing the City of Lago Vista Strategic Work Plan for Fiscal Year 2025-2026.

ATTACHMENTS:
2025 Work Plan.pdf
Framework plan.pdf

City Council Work Plans

FY2025 Goals and Objectives

City Council Vision Statement

To be a diverse City of Choice for businesses and residents alike as a result of our location, natural resources, culture, and educational opportunities.

Goal #1:

Protect the quality of life for Lago Vista residents by maintaining a safe, clean and attractive community while providing sustainable conservation and smart growth.

Objectives:

A. Implement and review progress on the 2024-2029 Capital Improvement Plan.

1. Golf Course Safety Items
2. Sunset Park East Driveway Entrance
3. Street Rehabilitation Program
4. Engineering for the New 500,000-gallon Elevated Storage Tank
5. Engineering for the Water Treatment Plant #3 Upgrade
6. Engineering for New Talon Hydro Tank
7. Construction of Effluent Pond #17 Rehab, Effluent Pond #2 Upgrade
8. Construction of Golf Course Effluent Irrigation
9. Engineering for Wastewater Upgrade to 1.5 MGD with Type2 Treatment

B. Begin implementation of the updated Comprehensive Plan and Future Land Use Map.

C. Start executing projects outlined in the Master Park Plan.

D. Implement recommendations from the completed Traffic Safety Analysis.

E. Continue review and potential reversal of dormant Planned Development Districts.

F. Launch the first Civic Academy in early summer.

G. Conduct a comprehensive review of all water and wastewater infrastructure to identify future rehabilitation needs.

H. Continue collaborative efforts to share knowledge, experience, tools, and equipment, when possible, to elevate partnerships among jurisdictions pertaining to water and wastewater operations and systems.

I. Initiate a child protection training program with TrainRight.

J. Implement the first Citizens' Police Academy.

K. Prioritize water conservation efforts across all park facilities owned by the City of Lago Vista, including developing water-efficient landscaping, installing smart irrigation systems and water-saving features when possible, and creating educational signage in parks to promote water conservation awareness.

Goal #2:

Continue collaborative efforts with ESD, North Lake Travis Chamber of Commerce, Lago Vista ISD, Lago Vista Property Owners Association, Rusty Allen Airport Property Owners Association, and other state and federal entities.

Objectives:

A. Establish a formal quarterly meeting schedule with the Travis County Fire Chief to enhance coordination efforts.
B. Establish formal monthly meetings with Lago Vista Independent School District for ongoing collaboration on security, traffic control, and community development.
C. Continue advocating for safety improvements on 1431 and explore potential joint initiatives with neighboring jurisdictions.
D. Collaborate with the Parks and Recreation Advisory Committee to develop a multi-year plan for creating and maintaining pocket parks.
E. Update the Lago Vista ISD Facility Maintenance and Accessibility Agreement between LVISD and the City of Lago Vista to develop clear guidelines for shared facility use and maintenance responsibilities, and to ensure its relevance and effectiveness

Goal #3:

Enhance efficiency and effectiveness of the organization through transparency and a quality workplace for employees.

Objectives:

A. Initiate a feasibility study to provide architecture and engineering services for City Hall and Library.
B. Implement and evaluate the effectiveness of staff comradery initiatives.
C. Maintain GFOAT Budget Award status and implement any suggested improvements.
D. Maintain State Comptroller Transparency Award status and strive for the highest level of recognition.
E. Analyze trends from annual employee surveys and develop action plans to address key findings.
F. Refine and expand Department Performance metrics to drive continuous improvement.
G. Evaluate and enhance the Employee Appreciation Program based on feedback and best practices.
H. Research how AI can enhance staff efficiency.
I. Continue to implement Customer Service Assessments for the public to provide feedback on staff performance.

Goal #4

Enhance the image of Lago Vista as a great place to live and work.

Objectives:

A. Replace 80 aging computers that have reached the end of their life cycle and upgrade older systems to support the latest operating systems.
B. Expand the use of the OpenGov portal and provide training session for residents on how to access and interpret city data.
C. Develop a content strategy for the digital signage along Lohman Ford Road and 1431 to maximize its effectiveness.
D. Complete Texas Police Chief's Association Accreditation Program.
E. Analyze usage data of the "Notify Me" system and FAQ section on the city website to improve communication effectiveness.
F. Conduct a user satisfaction survey for the Camino software permitting and licensing system and implement improvements based on feedback.
G. Police Department will conduct at least 7 community events with varying themes, at different times, to reach a substantial portion of our community.

City of Lago Vista Strategic Work Plan – 2026

I. Vision & Mission

- **Vision:** To be a premier destination for residents and businesses, leveraging natural beauty, strong community values, and sustainable growth.
- **Mission:** Deliver high-quality municipal services, foster economic vitality, and preserve Lago Vista's unique character.

II. Guiding Principles

- Transparency & Accountability
- Fiscal Responsibility
- Sustainable Growth & Environmental Stewardship
- Community Engagement & Quality of Life

III. Strategic Goals

1. **Quality of Life**
    - Maintain a safe, clean, and attractive community.
    - Implement Parks Master Plan: expand green spaces, improve recreational facilities.
    - Enhance public amenities (pickleball courts, pocket parks, council chamber upgrades).
2. **Infrastructure & Capital Improvements**
    - Continue execution of the **2024–2029 Capital Improvement Plan**.
    - Prioritize road resurfacing projects and drainage improvements.
    - Advance water and wastewater system upgrades per the Water Master Plan.
3. **Economic Development**
    - Promote business attraction and retention.
    - Explore opportunities for a conference center or civic facility.
    - Support tourism and branding for golf courses and lakefront amenities.
4. **Government Operations & Technology**
    - Improve operational efficiency and succession planning.
    - Evaluate staffing needs (e.g., Assistant City Manager role).
    - Invest in technology: GIS updates, AI productivity tools for staff.
5. **Financial Sustainability**
    - Maintain structurally balanced budget.
    - Monitor debt obligations and funding for major projects.
    - Explore grants and partnerships for capital projects.

IV. Key Initiatives for 2026

- **Administration**
  - City Manager
  - City Secretary
  - Finance
  - Human Resources
  - Municipal Court
- **Public Safety**
  - Police Department
  - Dispatch Services
- **Public Works**
  - Water Services
  - Wastewater Services
  - Plant Operations
    - Water Plant #
    - Water Plant #3
    - Wastewater Plant
  - Street Department
- **Development Services**
  - Planning & Zoning
  - Permitting
  - Inspections
  - Code Compliance
    - Animal Control
- **Golf Course**
- **Capital Improvements Projects**
- **Aviation**
  - Rusty Allen Airport
- **Parks and Recreation**
- **Information Technology**
- **Economic Development**

V. Performance Metrics

- Quarterly progress reports to City Council.
- CIP milestones achieved vs. planned.
- Budget adherence and debt ratio targets.
- Resident satisfaction surveys.

VI. Implementation & Reporting

- Assign departmental leads for each goal.
- Publish annual progress summary.
- Adjust priorities based on community input and fiscal conditions.

AGENDA ITEM NO. IX.2

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	December 4, 2025
SUBMITTED BY:	Councilor Benefield, City Council
SUBJECT:	Discussion regarding City Council's preferred approach to policing and provision of general direction to the City Manager and Interim Chief of Police consistent with Council consensus.

BACKGROUND:

The Police Department plays a central role in public safety, quality of life, and community trust in Lago Vista. In recent years, there have been ongoing conversations about: How officers should prioritize their time and enforcement efforts; The balance between visibility, traffic enforcement, and response to calls for service; Expectations for communication and interaction with residents; and Training and certification standards for officers and supervisors. Council members and residents have also expressed concerns about declining response times over the past year, as well as a noticeable reduction in regular reporting. Previously, Council received weekly summaries of traffic stops, code complaints, arrests, and related statistics; no such reports have been received in more than six months. Given these discussions and the level of public interest in law enforcement, it is appropriate for the City Council, as the policy-making body, to discuss its general expectations so that the City Manager and Interim Chief of Police can implement them operationally.

Scope and Intent: This discussion is intended to focus on topics such as:

Policing Philosophy: Community-oriented policing vs. a more traditional enforcement model; Use of education and warnings versus citations and arrests where officer discretion exists.

Enforcement Priorities: What types of issues the department should prioritize, such as: Traffic safety and speeding; General crime and drug-related activity; Neighborhood patrol and visibility; Property crimes and theft; Nuisance and disorder-related calls; School safety and the role and expectations of School Resource Officers (SROs); School zones, parks, and other sensitive areas;

Complaint and Call Types: How the department should handle and prioritize different categories of calls for service and citizen complaints, including expectations for response, follow-up, and communication back to complainants and victims;

Staffing, Coverage, Presence, and Response Times: General expectations for patrol coverage, response times, and officer presence in residential and commercial areas, while recognizing that day-to-day staffing and scheduling are operational decisions; A review of response time trends, including concerns that response times have declined over the past year, why this may be occurring, and what steps can be taken to improve response times going forward;

Training, Certification, and Professional Standards: A discussion of the current status of officer certifications and any supervisory or specialized training; Expectations for ongoing professional development, including: Emergency response training and coordination; Communication during and after critical incidents or emergencies; De-escalation, mental health and crisis response, traffic enforcement, and supervision;

Communication, Reporting, and Transparency: How the department communicates with residents about crime trends, major incidents (where appropriate), and community engagement efforts; Whether and how to reinstate or update regular reporting to Council (e.g., weekly or periodic reports on traffic stops, arrests, calls for service, and code-related coordination), given that such reports have not been received in over six months. The City Manager and Interim Chief of Police retain full authority over day-to-day administration, staffing, supervision, discipline, and handling of individual cases or investigations. Any direction given by Council under this item is intended to be high-level, policy-oriented guidance only. This item is not intended to address specific personnel actions, complaints against particular officers, or details of ongoing investigations. Those matters, if necessary, would be addressed separately and appropriately under the applicable executive session provisions and personnel processes.

RECOMMENDATION: That the City Council hold a discussion regarding its preferred approach to policing and law enforcement services in Lago Vista and, if appropriate, provide general direction to the City Manager and Interim Chief of Police consistent with Council consensus.

AGENDA ITEM NO. IX.3

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	December 4, 2025
SUBMITTED BY:	Councilor Benefield, City Council
SUBJECT:	Discussion regarding City Council's preferred approach to Code Compliance and provision of general direction to the City Manager consistent with Council consensus.

BACKGROUND:

Recently, the city has made several changes related to Code Compliance, including:

Moving Code functions out from under the Police Department and placing them under Development Services; and reframing the function from "Code Enforcement" to "Code Compliance," with an emphasis on education and voluntary compliance. These changes have prompted questions from residents about how Code Compliance should operate moving forward, including: Whether the City's approach should be primarily education-first or more formally enforcement-focused, Whether Code Compliance should remain mostly complaint-driven or be more proactive in the field, and how Code Compliance should communicate with residents and neighborhoods when issues arise. Given these changes and the level of public interest, it is appropriate for the City Council, as the policy-making body, to discuss its general expectations so that the City Manager can implement them operationally.

Scope and Intent: This discussion is intended to focus on: Enforcement Philosophy: Education and voluntary compliance versus a more formal enforcement model centered on citations and formal action.

Complaint-Driven vs. Proactive Approach: Whether to remain primarily complaint-based, expand proactive patrols, or blend both approaches.

Priority of Complaint Types: What types of complaints should Code officers prioritize, such as: Safety-related concerns; Additions or projects constructed without permits; Vehicles parked on unapproved surfaces; Grass and property maintenance standards; Overgrown or neglected vacant lots; and any other recurring code issues of concern to Council and the community.

Communication and Transparency: Expectations for how Code Compliance communicates with affected property owners, complainants, and the community at large.

Consistency and Fairness: Ensuring similarly situated residents are treated consistently under the City's codes.

Officer Status and Qualifications: A discussion of the status of Code Compliance officers, including whether they are currently certified for their respective roles and any training or certification needs going forward.

The City Manager retains full authority over day-to-day administration, staffing, supervision, and handling of individual cases. Any direction given by Council is intended to be high-level, policy-oriented guidance only.

AGENDA ITEM NO. IX.4

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: December 4, 2025

SUBMITTED BY: Jordan Strohmeyer, Development Services

SUBJECT: Discussion and possible action on a proposal from Hines (Tessera) to trade approximately 2 acres of land from Lot 1 Block A Teserra on Lake Travis to the City of Lago Vista in exchnge for .53 acres of land from the City of Lago Vista located on FM 1431 and part of 323.39 acres legal description ABS 2541 SUR 97 FAUBION F F ABS 2291 SUR 201 T & M C R R CO ACR 313.860 & ABS 286 SUR 152 FEHRANKAMP C D ACR 9.5302 (PT OF TRT B8.1) (TOTAL 323.3902AC)

BACKGROUND: Hiens approached staff to receive feedback regarding thois trade to allow the proposed gas station to be able to have access to FM 1431. TXDOT stated they would work with them if they could gain the additional land from the city.

This does provide an additional two (2) acres Cedar Breaks which is the effluent discharge field for the city.

ATTACHMENTS:
Tessera C-Store Driveway - Land Swap.pdf

0 20' 40' 80'
SCALE: 1" = 40'

Know what's below. Call before you dig.

PRELIMINARY
NOT FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES.

PREPARED UNDER THE SUPERVISION OF WILLIAM E. PARNELL, P.E. #121598 ON November 19, 2025

SNACK STOP

parnell engineering
www.parnellengineeringinc.com
500 E. WHITESTONE BLVD (#1419)
CEDAR PARK, TX 78613
512-431-8411
TEXAS REGISTRATION FIRM NO. F-19566

MARK	DATE	DESCRIPTION	BY

SZ VENTURES
TESSERA C-STORE
TESSERA PARKWAY, LAGO VISTA, TEXAS 78645
PROPOSED DRIVEWAY EXHIBIT

Project No:
Designed By:
Drawn By:
Checked By:

C-002
Sheet of

File No:

Bar Measures 1 inch, otherwise drawing not to scale

11/19/2025 2:00:29 PM - J:\2213_SZ VENTURES\2213.08_TESSERA C STORE\CAD\SHEETFILES\C-002 DRIVEWAY SPACING.DWG - KAREN HERNANDEZ

AGENDA ITEM NO. IX.5

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	December 4, 2025
SUBMITTED BY:	Eric DeLaCruz, Finance
SUBJECT:	Discussion, consideration, and possible action regarding Ordinance No. 25-12-04-01; an ordinance of the City Council of the City of Lago Vista, Texas Pursuant to the Texas Local Government Code Chapter 102, Sections 102.007(b) and 102.010, Providing for Amendments to Ordinance No. 24-09-19-01, Municipal Budget for the Fiscal Year Beginning October 1, 2024 and Ending September 30, 2025; Providing for Severability, and Effective Date.

BACKGROUND:

On September 19, 2024, City Council approved the Fiscal Year 2024-2025 annual budget.

The Fiscal Year 2024–2025 Budget requires amendment to address several operational and emergency needs that occurred throughout the year. During FY 2024–2025, the City experienced unanticipated personnel-related expenses, interim staffing requirements, and emergency infrastructure repairs. These items were necessary for continuity of operations.

FINDINGS:

This budget amendment reflects adjustments in the Administration, City Secretary's Office, Legal Department, City Council, Water Plant 1, and the Wastewater Treatment Plant. Major factors requiring amendment include:

- Administration – City Manager: Separation costs for the former City Manager and relocation expenses for the newly hired City Manager.
- City Secretary: Higher-than-budgeted expenses for professional services due to the use of an interim City Secretary on two separate occasions during the fiscal year.
- Legal: Increased legal costs related to grievance investigations, lawsuits, and multiple employee separations.
- City Council: Additional travel-related expenses for training, TML conferences, and other professional development activities widely attended this fiscal year.

- Water Plant 1: Emergency repairs to the clarifier and electrical insufficiencies affecting barge operations. These repairs were brought to council and approved but were never codified by an ordinance.
- Wastewater Treatment Plant: Emergency clarifier repairs, generator failure requiring repairs, rental equipment, and increased sludge hauling costs due to equipment failure. These repairs were brought to council and approved but were never codified by an ordinance.

FINANCIAL IMPACT: Total Amendment to the General Fund is $216,000.

Total Amendment to the Utility Fund is $787,000.

All adjustments are detailed in Exhibit A of the ordinance. Adoption of this amendment formally aligns the City's financial records with actual operational needs and ensures compliance with budget law and accounting requirements.

ATTACHMENTS:

Ordinance_25-12-04-01_FY25 Budget_Amendment_FINAL.pdf
Exhibit A Details.pdf
City Council Metting 2/6/2025 & 11/7/2024Minutes.pdf

CITY OF LAGO VISTA, TEXAS
ORDINANCE NO. 25-12-04-01

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS PURSUANT TO TEXAS LOCAL GOVERNMENT CODE, CHAPTER 102, SECTIONS 102.007(b) AND 102.010, PROVIDING FOR AMENDMENTS TO ORDINANCE NO. 24-09-19-01, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; PROVIDING FOR SEVERABILITY, AND EFFECTIVE DATE.

WHEREAS, the City Council of the City of Lago Vista, Texas adopted the Fiscal Year 2024–2025 Operating Budget in accordance with state law; and

WHEREAS, various operational needs, emergency repairs, personnel changes, and unanticipated costs have necessitated amendments to the adopted budget; and

WHEREAS, the City Council finds the attached amendments to be necessary for the efficient operation of the City and that sufficient funds are available; and

WHEREAS, the City Council desires to amend the Fiscal Year 2024–2025 Budget to reflect the changes listed in Exhibit A;

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

SECTION I
AMENDING BUDGET

THAT, pursuant to Vernon's Texas Codes Annotated, Local Government Code, Chapter 102, Section 102.007(b) the City Council of the City of Lago Vista, Texas hereby amends the City Budget by Department for the Fiscal Year beginning October 1, 2024 and ending September 30, 2025 with said amendments being as set forth in "Exhibit A" attached to this ordinance.

SECTION II
SAVINGS CLAUSE

THAT, any ordinance, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of said conflict.

SECTION III
SEVERABILITY CLAUSE

THAT, if any word, phrase, sentence, paragraph or section is found to be illegal, invalid or unconstitutional, the remaining portion of this ordinance shall remain in full force and effect.

SECTION IV
EFFECTIVE DATE

THAT, this ordinance shall take effect and be in full force immediately upon its final passage and approval.

AND IT IS SO ORDERED.

PASSED AND APPROVED on this 4th day of December 2025.

ATTEST:

____
Shane Saum, Mayor

____
Robin Smith, City Secretary

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

City of Lago Vista **EXHIBIT A**
For Year Ending 9-30-2025

Department	Account Number	Current Budget	Amending to Add or Subtract	Ending Budget
Administration				
City Manager	10-510-1100	$ 190,575.00	$ 75,000.00	$ 265,575.00
City Manager Contingency	10-510-6560	$ 15,000.00	$ 10,000.00	$ 25,000.00

Net Changes: The City Manager that was in place at the start of 2024 left and agreement was paid out. A new City manager was hired and had to be relocated.

Department	Account Number	Current Budget	Amending to Add or Subtract	Ending Budget
City Secretary				
Professional Services	10-516-6100	$ 12,000.00	$ 100,000.00	$ 112,000.00

Net Changes: The City Secretary that was in place at the start of 2024 left and an interim was brought in at a much higher rate. We had this interim twice this year.

Department	Account Number	Current Budget	Amending to Add or Subtract	Ending Budget
Legal				
Legal Services	10-518-6120	$ 405,000.00	$ 25,000.00	$ 430,000.00

Net Changes: There have been grievance investgations, lawsuits, and multiple separations

Department	Account Number	Current Budget	Amending to Add or Subtract	Ending Budget
City Council				
Travel	10-550-4200	$ 10,000.00	$ 6,000.00	$ 16,000.00

Net Changes: Mileage, per diem & hotel stays for TML and other conferences & training. Lots of training and conferences were attended this year.

Department	Account Number	Current Budget	Amending to Add or Subtract	Ending Budget
Water Plane One				
Maintenance & Repairs	30-565-4700	$ 55,000.00	$ 250,000.00	$ 305,000.00
Unanticipated Maintenance/Repairs	30-565-4715	$ -	$ 387,000.00	$ 387,000.00

Net Changes: The clarifier at Water Plant 1 needed to be rebuilt. It was an emergency and was brought to council on 2/6/25 for discussion and was approved on a motion made by Councilor Prince and seconded by Councilor Owen. A formal budget amendment was not requested at the time. There was an issue with the electrical not being able to reach far enough on the barge at Water Plant 1, it was an emergency and was brought to council on 11/7/24 for discussion and was approved on a motion made by Councilor Prince and seconded by Councilor Marion. A formal budget amendment was not requested at the time.

Department	Account Number	Current Budget	Amending to Add or Subtract	Ending Budget
Wastewater Treatment Plant				
Maintenance & Repairs	30-575-4700	$ 120,000.00	$ 25,000.00	$ 145,000.00
Unanticipated Maintenance/Repairs	30-575-4715	$ -	$ 65,000.00	$ 65,000.00
Disposal Services	30-575-6600	$ 150,000.00	$ 60,000.00	$ 210,000.00

Net Changes: The clarifier at the Wastewater Treatment Plant needed to be repaired. It was a similar situation to Water Plant 1. The generator went out at the Wastewater treatment Plant, and it was an emergency to get a rental, and it back up and running. Due to the press failing there was extra sludge to haul off, and extra expenses were incurred.

City of Lago Vista
For Year Ending 9-30-2025

EXHIBIT A

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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 obtained at https://www.lagovistatexas.gov/249/Watch-Meetings

City of Lago Vista, Texas
Regular City Council Meeting
February 6, 2025
Meeting Duration: 5:30 PM to 12:31 AM

BE IT REMEMBERED that on the **6th day of February A.D., 2025**, the City Council held a Regular meeting at 5:30 PM in City Council Chambers, 5803 Thunderbird, Lago Vista, Texas 78645, and via videoconference, there being present and acting the following:

00:00-00:10
CALL TO ORDER, CALL OF ROLL

Members of City Council Present:
Kevin Sullivan, Mayor
Shane R. Saum, Council Member; Place 1 (By Virtual)
Adam Benefield, Council Member; Place 2
Rob Durbin, Mayor Pro Tem; Place 3 (By Virtual)
Norma Owen, Council Member; Place 4
Paul Roberts, Council Member; Place 5
Paul Prince, Council Member; Place 6

Members of City Council Absent:
None

Mayor Sullivan called the meeting to order at 5:31 PM and announced that all Council Members are present.

City Staff Present: Interim City Manager, Taylor Whichard, City Attorney, Brad Bullock, Chief of Police Gary Boshears, City Secretary Maria Franco, Economic Development Director Eric Zeno, Human Resource Director Tiffany Sparks, and I.T. Staff Stan Heston.

00:15-02:05
EXECUTIVE SESSION

At 5:34 PM the Council convened 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). (Texas Government Code Section 551.071)
B. Consultation with Legal Counsel concerning legal questions related to code enforcement violations and criminal and civil enforcement thereof pursuant to 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.

C. Consultation with Legal Counsel concerning legal questions related to contract with Dunnick, Inc. d/b/a Dunnick Golf pursuant to 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.
D. Consultation with Legal Counsel concerning legal questions related to termination of engagement agreement for legal services with Munck Wilson Mandala/Teresa Hudson pursuant to 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.
E. Deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee pursuant to Tex. Gov't Code Ann. § 551.074, concerning the position of City Manager, and pursuant to Section 551.071, consultation with Legal Counsel concerning legal questions related to City Charter requirements, Personnel Policy requirements and Ethics Policy related to City Manager duties concerning matters 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.
F. Consultation with Legal Counsel concerning legal questions and advice related to dormant PDD's pursuant to 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.
G. Deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee pursuant to Tex. Gov't Code Ann. § 551.074, concerning review of the Interim City Manager.

02:20 – 4:30

ACTION ON EXECUTIVE SESSION ITEMS

(Action and/or vote may be taken on the following items):

AT **6:45** PM Council reconvened 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). (Texas Government Code Section 551.071)

No action taken.

B. Consultation with Legal Counsel concerning legal questions related to code enforcement violations and criminal and civil enforcement thereof pursuant to 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 taken.

C. Consultation with Legal Counsel concerning legal questions related to contract with Dunnick, Inc. d/b/a Dunnick Golf pursuant to 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 taken.

D. Consultation with Legal Counsel concerning legal questions related to termination of engagement agreement for legal services with Munck Wilson Mandala/Teresa Hudson pursuant to 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 taken.

E. Deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee pursuant to Tex. Gov't Code Ann. § 551.074, concerning the position of City Manager, and pursuant to Section 551.071, consultation with Legal Counsel concerning legal questions related to City Charter requirements, Personnel Policy requirements and Ethics Policy related to City Manager duties concerning matters 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 taken.

F. Consultation with Legal Counsel concerning legal questions and advice related to dormant PDD's pursuant to 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 taken.

G. Deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee pursuant to Tex. Gov't Code Ann. § 551.074, concerning review of the Interim City Manager.

   No action taken.

04:30 – 6:57

PLEDGE OF ALLEGIANCE, PLEDGE TO THE TEXAS FLAG

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

INVOCATION

Councilor Benefield introduce Bishop Kent Cook of the Church of Jesus Christ of Latter-Day Saints and said he is the bishop of approximately 400 members here in the Jonestown Lago Vista area. Bishop Cook gave the invocation.

06:58 – 13:25

PROCLAMATION

Proclaiming February 6, 2025, as J. Maurice Duderstadt Day.

13:29 – 16:05

CITIZEN COMMENTS

Mayor Sullivan opened the citizens' comment period.

Larry Levy submitted a statement concerning the road impact fee based on LV Resolution 21-1899 enacted under Mayor Tidwell. Mayor Sullivan read Mr. Levy's statement.

Stephen R. Liebel addressed the Council regarding a non-item agenda.

16:06 – 19:04

ITEMS OF COMMUNITY INTEREST

Mayor Sullivan informed the public of the following:

(1.) City facilities will be CLOSED on Monday, February 17th in observance of President's Day. Normal business hours will resume on Tuesday, February 18th.

(2.) Get ready for an exciting weekend of cycling as Lago Vista welcomes riders from around the world for the 33rd Annual La Primavera Bike Race, happening March 1–2! This year, businesses, organizations, and families can be part of the action by participating in Adopt-A-Corner. By adopting a corner, you'll help marshal an intersection during the races while also showcasing your small business or volunteer organization. Don't miss this chance to support the event and engage with the community! For more details, contact info@laprimaveratx.com.

(3.) Join us for LAGO FEST 2025!
Mark your calendars for Saturday, April 26th, and meet us at Bar-K Park from 1 PM to 8 PM for an unforgettable day of live music, delicious food, unique vendors, and family-friendly fun!
Music Lineup:
1:30 PM–American Gypsy Band kicks off the party
3:30 PM – Departure ATX keeps the energy going
6:00 PM – Our Headliner, ROGER CREAGER, takes the stage with two-stepping tunes to close out the night!
Don't miss out—visit www.lagofest.com for more details!

Mayor Sullivan noted that the Lions Club will have their Annual Chili Feast at the Lago Vista High School on Saturday, February 8, 2025, from 10 am until 2 pm they will also have baked sale and a silent auction.

Councilor Owen bragged on the Ladies Viking Basketball team and said they secured District Champs by being undefeated.
Councilor Owen gave a shout out to the Cheerleading squad and said they left for Florida this morning and wished them good luck.

21:30 – 56:20
STAFF AND COUNCIL LIAISON REPORTS

1. **Routine Reports from City staff.**

   Mr. Whichard announced that the CIP Manager position has been filled, and they are working diligently to have the CIP dashboard up as directed by the Council.

   Mr. Whichard then introduced Ed McRoy, who is the new Development Service Director.

   Mr. Whichard informed the Council that the Chief Finance Officer has resigned effective earlier this week, and said an accountant has been hired to get the end of month financial reports done to prepare for the audit.

2. **Routine Reports from City Council Liaison.**

- Building and Standards Commission, Councilor Benefield Keep Lago Vista Beautiful, Councilor Benefield
- Lago Vista Starry Skies, Councilor Benefield Airport Advisory Board, Mayor Pro Tem Durbin
- 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
- CapMetro, Mayor Sullivan
- Texas Department of Transportation, Mayor Sullivan

Councilor Prince gave an update on the Charter Review Committee's meeting.
41:48 – 43:41

CONSENT AGENDA

The Consent Agenda Items Are Self-Explanatory by The City Council or Have Been Previously Discussed and Will Be Enacted with One Motion. There Will Be No Separate Discussion of These Items Unless a Council Member Requests. The Consent Agenda Is for Consideration by The City Council Only and Not Subject to Public Discussion.

3. Consider approval of January 28, 2025, Special Called Council Meeting Minutes.
4. Consider approval of January 16, 2025, Regular City Council Meeting Minutes.
5. Discussion, consideration and possible action on **Resolution No. 25-2112** formally accepting the public infrastructure for Lakeside at Tessera Phase 4A which includes streets, underground storm drain, water distribution, and sewer collection systems.

Mayor Sullivan pulled Item #4 and noted that Mr. Bullock has a comment to make regarding that meeting.

MOTION: Councilor Owen made a motion seconded by Councilor Roberts to approve the Consent Agenda Items #3 & #5 with corrections. Motion carried unanimously, seven (7) ayes to zero (0) nays.

#4. Pulled from Consent; Consider approval of January 16, 2025, Regular City Council Meeting Minutes.

Mr. Bullock stated that on January 16, 2025, meeting and on agenda item no. 12 regarding dis-annexation Councilor Roberts abstained from voting. Mr. Bullock explained that according to the City's Charter requirements, when a Council abstains from voting they are to announce for the record the reason for their abstention and it needs to be noted in the minutes. Mr. Bullock said he advised Councilor Roberts to read a statement of his abstention and the basis for his abstention so that it reflects in the minutes of today's meeting, to comply with the Charter. Councilor Roberts read his statement:

"In order to avoid any perception of bias due to my personal relationship with the applicant, I made the discretionary decision to abstain out of an abundance of caution so as to avoid the appearance of potential impropriety. The City's legal counsel advises me that I was not a legally required to abstain under the City Charter, Ethics Policy, or state law, but that a discretionary abstention to avoid the appearance of impropriety was proper. This abstention was specific to the unique circumstances of this item and does not establish a precedent that precludes my participation in future votes on zoning or development matters, including those affecting the Marshalls Harbor Planned Development District (PDD) in which I reside."

MOTION: Councilor Owen made a motion seconded by Councilor Prince to approve Item #4 with corrections. Motion carried unanimously, seven (7) ayes to zero (0) nays.

ACTION ITEMS

46:53 – 1:08:35

6. Discussion, consideration and possible action on adopting the FINAL DRAFT of the Water Master Plan that was produced by Freese & Nichols.

MOTION: Councilor Prince made a motion seconded by Councilor Owen to table Item #6 and to place on the consent agenda at the next City Council meeting, February 20, 2025. Motion carried unanimously, seven (7) ayes to zero (0) nays.

Mayor Sullivan noted that Councilor Durbin is no longer online for the rest of the meeting.

4:16:12- 4:38:43

7. Discussion, consideration, and possible action regarding **Ordinance No. 2025-02-06-01** establishing Quarterly Vacancy and Recruitment Status Reporting Requirements.

MOTION: Councilor Benefield made a motion seconded by Councilor Roberts to approve agenda item #7 with the addition that the Council receive the weekly report that is sent to the Interim City Manager. Motion failed with three (3) ayes to three (3) nays. Councilmembers Prince, Owen and Mayor Sullivan voted against the motion.

MOTION: Councilor Roberts made a motion seconded by Councilor Owen to table item until the next Council meeting on February 20, 2025, to give staff time to come back and propose an alternative recommendation. Motion carried unanimously with six (6) ayes to zero (0) nays.

4:48:01 – 4:50:24

MOTION: Councilor Benefield made a motion seconded by Councilor Roberts to reconsider Item #7. Motion carried unanimously six (6) ayes to zero (0) nays.

MOTION: Councilor Benefield made a motion seconded by Councilor Roberts for the weekly report provided by HR Director Tiffany Sparks to Interim City Manager is forwarded in an unredacted form immediately to the City Council and to table item #7 as is, until the next City Council meeting on February 20, 2025, where staff can make recommendations. Motion carried unanimously six (6) ayes to zero (0) nays.

3:47:56 – 4:04:45

8. Consider and take appropriate action on **Ordinance No. 2025-02-06-02** amending Chapter 6, Article 6.200, Section 6.212 of the Lago Vista Code of Ordinances regarding Oak Wilt Control.

Mayor Sullivan recognized Stephen R. Liebel. Mr. Liebel addressed the Council regarding Oak Wilt Control and expressed his concerns about calling this a public nuisance.

MOTION: Councilor Owen made a motion seconded by Councilor Prince to approve Ordinance No. 2025-02-06-02 as presented. Motion carried five (5) ayes to one (1) nay. Mayor Sullivan being the dissenting vote.

4:40:56 - 4:48:01

9. Discussion, consideration, and possible action regarding **Ordinance No. 25-02-06- 03**; an ordinance of the City Council of the City of Lago Vista, Texas Pursuant to the Texas Local Government Code Chapter 102, Sections 102.007(b) and 102.010, Providing for Amendments to Ordinance No. 24-09-19-01, Municipal Budget for the Fiscal Year Beginning October 1, 2024 and Ending September 30, 2025; Providing for Savings, Severability, and Effective Date.

MOTION: Councilor Roberts made a motion seconded by Councilor Prince to approve Ordinance No. 25-02-06-03 as presented. Motion carried unanimously six (6) ayes to zero (0) nays.

3:12:02 – 3:45:38

10. Discussion, consideration and possible action regarding **Resolution No. 25-2109** to set the regular City Council meeting start times for Executive Session at 1:00 PM and Regular Session at 3:00 PM, effective for the remainder of the Current Council's term.

Mayor Sullivan recognized those that have signed up for citizen's comment on this item:

- Stephanie Smith submitted a statement regarding the new start time for the City Council meetings. Mayor Sullivan read her statement concerning community involvement if the Council changes to the new start time.
- DiAnn Tjon-Joe-Pin submitted a statement regarding the new start time. Mayor Sullivan read her statement concerning her objection to the new start time stating that the time change seriously impedes the ability of the citizens & community to participate or tune in to be informed prior to an action being approved.
- Jeff Hewgley addressed the Council and stated he is in support of the new start time for Council meetings.
- Tiffany Sparks addressed the Council and state she is in support of the new start time for Council meetings.
- Chelaine Marion joined the meeting virtually and addressed the Council regarding her objection of the new start time for City Council meetings.
- Christina Lucero addressed the Council concerning the new start time for City Council meetings and stated that she is opposed to the new time.
- Gene Harris addressed the Council and stated he is supportive of the new start time for the City Council meetings.

MOTION: Councilor Roberts made a motion seconded by Councilor Saum to approve Resolution No. 25-2109 as presented. Motion carried four (4) ayes to two (2) nays. Mayor Sullivan and Councilor Prince are the dissenting votes.

4:50:25 – 4:55:02

11. Discussion, consideration, and possible action on passing **Resolution No. 25-2110**; authorizing the City Manager to execute any resolutions, letters, and supporting documents needed for water funding applications.

MOTION: Councilor Saum made a motion seconded by Councilor Owen to table Item #11 until the next City Council meeting on February 20, 2025, to have City Manager put together a narrative for the Community project funding letter of what the city will be applying for, and accept City Attorney Brad Bullock's recommendation to modify resolution to give the City Manager authority to prepare, execute or submit, as applicable, all necessary resolutions, letters, and supporting documents needed for water funding applications. Motion carried unanimously six (6) ayes to zero (0) nays.

1:08:34 – 1:52:37

12. Discussion, consideration, and possible action on Wildfire Preparedness and the Evacuation Planning Update.

No action taken.

4:56:52 – 5:02:54

13. Discussion, consideration, and possible action authorizing the City Manager to enter into an agreement with Rebuild-it Services Group for an emergency rebuild of the clarifier at Water Plant #1 in an amount of $304,009.

MOTION: Councilor Prince made a motion seconded by Councilor Owen to approve agreement with Rebuild-It Services Group for an emergency rebuild of the clarifier at Water Plant #1 in an amount of $304, 009. Motion carried unanimously six (6) ayes to zero (0) nays.

4:05:39 – 4:15:08

14. Discussion, consideration, and possible action on passing Resolution No. 25-2111; regarding support for House Bill 1189 which is no Taxpayer Funded Lobbying.

Mayor Sullivan recognized Gene Harris. Mr. Harris addressed the Council and stated he is in favor of supporting House Bill 1189.

MOTION: Councilor Saum made a motion seconded by Councilor Roberts to approve Resolution No. 25-2111; regarding support for House Bill 1189 which is no Taxpayer Funded Lobbying. Motion carried unanimously six (6) ayes to zero (0) nays.

1:54:37 – 3:12:01

15. Discussion, consideration, and possible action on approving the Consent Agreement for the creation of an In-City Municipal Utility District for Firefly Cove, LLC.

MOTION: Councilor Benefield made a motion seconded by Councilor Owen to table Item #15 instructing counsel from both parties to come to a consensus agreement and that the item come back at the next City Council meeting on February 20, 2025, as a consent agenda item. Motion carried six (6) ayes to zero (0) nays.

2:47:58

RECESS

At **9:31** PM Mayor Sullivan called for a 5-minute recess.

At **9:37** PM the Council reconvened.

5:02:56-5:03:29

EXECUTIVE SESSION

At **11:51** PM the Council convened into a closed Executive Session pursuant to:

C. Consultation with Legal Counsel concerning legal questions related to contract with Dunnick, Inc. d/b/a Dunnick Golf pursuant to 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.

5:03:29 – 5:04:17

ACTION ON EXECUTIVE SESSION ITEMS

(Action and/or vote may be taken on the following items):

AT **12:31** AM the Council reconvened from Executive Session into Open Session to act as deemed appropriate in City Council's discretion regarding:

C. Consultation with Legal Counsel concerning legal questions related to contract with Dunnick, Inc. d/b/a Dunnick Golf pursuant to 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 taken.

5:04:17

ADJOURNMENT

Mayor Sullivan adjourned the meeting at 12:31 AM

Respectfully submitted,

ATTEST:

CITY OF LAGO VISTA • TEXAS

Maria Franco
City Secretary, TRMC

CITY OF LAGO VISTA, TEXAS

Kevin Sullivan, Mayor

On a motion by Councilor Prince, seconded by Councilor Owen, the above and foregoing instrument was passed and approved this **20th** day *of* ***February 2025.***

OFFICIAL MINUTES OF THE CITY COUNCIL
REGULAR MEETING
THURSDAY, NOVEMBER 7, 2024; 5:30 PM
DURATION: 5:30 PM – 9:57 PM

BE IT REMEMBERED that on the 7th day of November A.D., 2024, the City Council held a regular meeting at 5:30 p.m. in City Council Chambers, and via videoconference, there being present and acting the following:

Present:		Absent:
Kevin Sullivan	Mayor	
Shane Saum	Council Member, Place 1	
Stephanie Smith	Council Member, Place 2	
Rob Durbin	Council Member, Place 3 (Virtual)	
Chelaine Marion	Mayor Pro Tem, Place 4	
Paul Roberts	Council Member, Place 5	
Paul Prince	Council Member, Place 6	

CALL TO ORDER, CALL OF ROLL

Mayor Sullivan called the meeting to order at 5:30 p.m. and announced that all council members are present.

0:00:24 to 01:19
EXECUTIVE SESSION

At 5:30 p.m., Council convened 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). (Texas Government Code Section 551.071)
B. Consultation with Legal Counsel and deliberation regarding consideration of the Ethics Complaint filed against Council Member Roberts. (Texas Government Code Sections 551.071 and 551.074)
C. Consultation with Legal Counsel regarding golf irrigation contract (Texas Government Section 551.071)

0:01:30 to 0:02:58
ACTION ON EXECUTIVE SESSION ITEMS (action and/or vote may be taken on the following agenda items):

At 6:31 p.m. Council reconvened 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). (Texas Government Code Section 551.071).

No action was taken.

B. Consultation with Legal Counsel and deliberation regarding consideration of the Ethics Complaint filed against Council Member Roberts. (Texas Government Code Sections 551.071and 551.074).

On a motion by Councilor Marion, seconded by Councilor Prince, the City Council voted unanimously (5-0) to dismiss the ethics complaint filed against Council Member Paul Roberts, because it fails to allege violation of the ethics policy. Motion carried.

C. Consultation with Legal Counsel regarding golf irrigation contract (Texas Government Section 551.071).

No action was taken.

0:03:00 to 0:03:28
PLEDGE OF ALLEGIANCE, PLEDGE TO TEXAS FLAG

0:03:34 to 0:03:46
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.

None.

0:03:51 to 0:17:00
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.

Reminders of Community Interest:

- Join the City of Lago Vista and the Lago Vista School District for the Annual Veteran's Day Ceremony on Monday, November 11, at 10 AM in the LVHS competition gym. Enjoy a morning of entertainment and commemoration as we honor the contributions of our community's veterans. A reception will follow the ceremony. Don't miss this special event!

- The City of Lago Vista offices will be closed on Monday, November 11 for Veteran's Day.
- Travis County CDBG invites you to comment on the proposed PY23 CAPER (Consolidated Annual Performance and Evaluation Report by attending the public hearing or sending your comments in writing via mail or e-mail.
  Comments will be accepted from **November 6th, 2024,** at 8:00 A.M. to **November 21th, 2024** at 5:00 P.M.
  The public hearing will be held on **November 19th, 2024,** at 9:00 a.m. at 700 Lavaca St. in the Travis County Commissioners Courtroom. This is an excellent opportunity for the public to inform us about your priorities regarding housing, infrastructure, and social services projects for Community Development Block Grant (CDBG) funds. See City website for more details.
- Please take a moment to fill out the Comprehensive Plan and Parks Master Plan Community survey by scanning the QR code or click the link located on the City website. YOUR voice matters, and your INPUT is essential to our planning process!

STAFF AND COUNCIL LIAISON REPORTS

0:17:02 to 1:02:20
WORK SESSION

A. Discussion and direction to staff regarding the concession agreement between the City of Lago Vista and Bunker Bar and Grille, that is scheduled to expire on December 6, 2024. Staff suggest serving breakfast at 7:30 AM on Friday, Saturday and Sunday year-round. Utilities: cost of electricity is up 24 %. Maintenance needs cleaning service of facility on Mondays. Staff will present a new lease for the Council to review.

1:02:22 to 1:03:57
CONSENT AGENDA
0: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 discussions on these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

1. Consider approving October 17, 2024, regular meeting minutes.

2. Consider authorizing the Interim City Manager to execute a service agreement between the City of Lago Vista & LJB Engineering for Phase 2 of the City's GIS Refresh- Quadrant 2 with Lidar in the amount of $211,063.

On a motion by Councilor Roberts, seconded by Councilor Prince, Council voted unanimously (7-0) to approve the service agreement as presented. Motion carried.

3. Consider authorizing the Interim City Manager to purchase two new Ford F-150's in the amount of $85,696.00 that was approved in FY24-25's Parks and Recreation budget for an amount of $90,217.00.

On a motion by Councilor Prince, seconded by Mayor Pro Tem Marion, Council voted (5-2) to approve Item No. 3 as presented. Motion carried. Councilor Roberts and Councilor Saum voted against motion.

4. Consider approving **Resolution No. 24-2081** to establish the State of Texas Model Policy for Preventing Use of Prohibited Technology and Covered Applications.

Items No. 2 & 3 were pulled from the Consent Agenda.

On a motion by Councilor Prince, seconded by Councilor Marion, Council voted unanimously (7-0) to approve the Consent Agenda Items 1 & 4 with the minutes modified by Interim City Secretary Ms. Quinn. Motion carried.

ACTION ITEMS

1:21:56 to 1:56:45

5. Discussion, consideration, and possible action approving **Ordinance No. 24-11-07-01** formally adopting revisions to the City's Personnel Policies and Procedures.
   City Attorney Cobby Caputo presented the item and was available for questions.

No action taken.

2:08:00 to 2:18:02

6. Discussion, consideration, and possible action authorizing the Interim City Manager to proceed with hiring Team Morales as an emergency expense that is necessary to preserve or protect the public health or safety of the municipality's residents to repair unforeseen damage to public machinery, equipment, or other property, in the amount of $372,000 to remove one (1) outdated electrical cable and install two (2) new electrical cables at Water Treatment Plant #1's intake. Interim City Manager Taylor Whichard presented the item and was available for questions.

On a motion by Councilor Prince, seconded by Councilor Marion, Council voted unanimously (7-0) to approve Item No. 7 as presented. Motion carried.

2:18:08 to 2:18:30

Recess

The Council took a short recess at 8:48 PM.
The Council came back from recess at 9:00 PM and resumed the meeting.

2:18:32 to 2:41:55

7. Discussion, consideration, and possible action awarding RFQ 24-12 to Strategic Government Resources (SGR) for Executive Recruitment Services to fill vacant Director level positions, and City Manager, and authorize the Interim City Manager to negotiate and execute an agreement for such services. Procurement Manager Eric De La Cruz presented the item and was available for questions.

No action was taken.

2:41:57 to 2:47:03

8. Discussion, consideration, and possible action awarding Lone Star Paving's bid for RFP 25-01 in the amount of $3,825,269.26 to repave over 75 City streets and authorize the Interim City Manager to execute the contract. Interim City Manager Taylor Whichard presented the item and was available for questions.

On a motion by Councilor Prince, seconded by Mayor Pro Tem Marion, Council voted unanimously (7-0) to approve Item No. 8 as presented. Motion carried.

2:47:04 to 3:12:13

9. Discussion, consideration, and possible action approving **Ordinance No. 24-11-07-02**; amending the Sign Ordinance, Chapter 5 of the Lago Vista Code of Ordinances, regarding political expression; signs, wayfinding signs and directional signs in a public right-of-way; and variance or appeal procedures related to sign permits. Interim City Manager Taylor Whichard and City Attorney Cobby Caputo presented the item and were available for questions.

On a motion by Councilor Prince, seconded by Mayor Pro Tem Marion, Council voted (5-2) to approve **Ordinance No. 24-11-07-02 with** one change to the "temporary way finding" sign permit line item to simplify that language to say not required, but their specific locations require prior written approval from the development services department staff. Motion carried. Councilor Roberts and Councilor Saum voted against the motion.

3:12:14 to 3:15:50

10. Discussion, consideration and possible action approving **Resolution No. 24-2082** casting 10 votes among the nominees on the ballot for the Travis County Appraisal District Board of Directors. Mayor Sullivan presented the item and was available for questions.

On a motion by Councilor Saum, seconded by Mayor Pro Tem Marion, Council voted unanimously (7-0) to approve **Resolution No. 24-2082** casting all 10 votes to Thomas Kilgore Mayor of Lakeway. Motion carried.

3:15:55 to 3:15:56

ADJOURNMENT

Mayor Sullivan adjourned the meeting at 9:57 p.m.

Kevin Sullivan, Mayor

ATTEST:

CITY OF LAGO VISTA TEXAS

By Maria Franco, City Secretary for Susie Quinn, Interim City Secretary

On a motion by Councilor Benefield seconded by Councilor Owen, the above and foregoing instrument was passed and approved, this 19th day of December 2024.

AGENDA ITEM NO. X.1

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: December 4, 2025

SUBMITTED BY: Councilor Saum, City Council

SUBJECT: Consideration and possible action regarding Resolution No. 25-2179 through 25-2186; resolutions by the City Council of the City of Lago Vista, Texas appointing individuals to serve as members on various Boards, Commissions and Committees.

BACKGROUND: City Council annually appoints members to Boards, Committees, and Commissions.

FINDINGS: Staff has included a matrix for appointments.

RECOMMENDATION: Appoint citizens to serve on City Boards, Commissions, and Committees.

ATTACHMENTS:
Res. No. 25-2179 Appoint AAB Members.docx
Res. No. 25-2180 Appoint BOA Members.docx
Res. No. 25-2181 Appoint Building Standards Members.docx
Res. No. 25-2182 Appoint Economic Development Members.docx
Res. No. 25-2183 Appoint Golf Course Committee Members.docx
Res. No. 25-2184 Appoint Library Advisory Board Members.docx
Res. No. 25-2185 Appoint PRAC Members.docx
Res. No. 25-2186 Appoint P-Z Members.docx

CITY OF LAGO VISTA, TEXAS

RESOLUTION 25-2179

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS APPOINTING FOUR INDIVIDUALS TO FILL EXPIRING TERMS AS MEMBERS OF THE AIRPORT ADVISORY BOARD.

WHEREAS, the Airport Advisory Board (the "Board") has vacancies due to the expiration of terms; and

WHEREAS, it is important to appoint individuals who are objective, knowledgeable and that have acquired relevant experience; and

WHEREAS, it is prudent to fill the vacancies on the Board to maximize opportunities for a quorum and conducting business.

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

THAT, the City Council of the City of Lago Vista, Texas, does hereby appoint ________________, _________________,___________________, and _____________________ as members with a term that expires December 31, 2027.

AND, IT IS SO RESOLVED.

PASSED AND APPROVED this 4th day of December 2025.

CITY OF LAGO VISTA:

____
Shane Saum, Mayor

ATTEST:

____
Robin Smith, City Secretary

On a motion by Councilmember _____________________, seconded by Councilmember _____________________, the above and foregoing instrument was passed and approved.

CITY OF LAGO VISTA, TEXAS

RESOLUTION 25-2180

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS APPOINTING FOUR INDIVIDUALS TO FILL EXPIRING TERMS AS MEMBERS OF THE BOARD OF ADJUSTMENT.

WHEREAS, the Board of Adjustment (the "Board") has vacancies due to the expiration of terms; and

WHEREAS, it is important to appoint individuals who are objective, knowledgeable and that have acquired relevant experience; and

WHEREAS, it is prudent to fill the vacancies on the Board to maximize opportunities for a quorum and conducting business.

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

THAT, the City Council of the City of Lago Vista, Texas, does hereby appoint ________________, **_________________, ___________________,** and ____________________ as members with a term that expires December 31, 2027.

AND, IT IS SO RESOLVED.

PASSED AND APPROVED this 4th day of December 2025.

CITY OF LAGO VISTA:

____
Shane Saum, Mayor

ATTEST:

____
Robin Smith, City Secretary

On a motion by Councilmember _____________________, seconded by Councilmember _____________________, the above and foregoing instrument was passed and approved.

CITY OF LAGO VISTA, TEXAS

RESOLUTION 25-2181

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS APPOINTING FOUR INDIVIDUALS TO FILL EXPIRING TERMS AS MEMBERS OF THE BUILDING AND STANDARD COMMISSION.

WHEREAS, the Building and Standards Commission (the "Commission") has vacancies due to the expiration of terms; and

WHEREAS, it is important to appoint individuals who are objective, knowledgeable and that have acquired relevant experience; and

WHEREAS, it is prudent to fill the vacancies on the Board to maximize opportunities for a quorum and conducting business.

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

THAT, the City Council of the City of Lago Vista, Texas, does hereby appoint ________________, ________________,___________________, and ____________________ as members with a term that expires December 31, 2027.

AND, IT IS SO RESOLVED.

PASSED AND APPROVED this 4th day of December 2025.

CITY OF LAGO VISTA:

____
Shane Saum, Mayor

ATTEST:

____
Robin Smith, City Secretary

On a motion by Councilmember _____________________, seconded by Councilmember _____________________, the above and foregoing instrument was passed and approved.

CITY OF LAGO VISTA, TEXAS

RESOLUTION 25-2182

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS APPOINTING FOUR INDIVIDUALS TO FILL EXPIRING TERMS AS MEMBERS OF THE ECONOMIC DEVELOPMENT ADVIOSRY COMMITTEE.

WHEREAS, the Economic Development Advisory Committee (the "Committee") has vacancies due to the expiration of terms; and

WHEREAS, it is important to appoint individuals who are objective, knowledgeable and that have acquired relevant experience; and

WHEREAS, it is prudent to fill the vacancies on the Board to maximize opportunities for a quorum and conducting business.

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

THAT, the City Council of the City of Lago Vista, Texas, does hereby appoint ________________, ________________,__________________, and ____________________ as members with a term that expires December 31, 2027.

AND, IT IS SO RESOLVED.

PASSED AND APPROVED this 4th day of December 2025.

CITY OF LAGO VISTA:

____
Shane Saum, Mayor

ATTEST:

____
Robin Smith, City Secretary

On a motion by Councilmember ____________________, seconded by Councilmember ____________________, the above and foregoing instrument was passed and approved.

CITY OF LAGO VISTA, TEXAS

RESOLUTION 25-2183

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS APPOINTING FOUR INDIVIDUALS TO FILL EXPIRING TERMS AS MEMBERS OF THE GOLF COURSE ADVISORY COMMITTEE.

WHEREAS, the Golf Course Advisory Committee (the "Committee") has vacancies due to the expiration of terms; and

WHEREAS, it is important to appoint individuals who are objective, knowledgeable and that have acquired relevant experience; and

WHEREAS, it is prudent to fill the vacancies on the Board to maximize opportunities for a quorum and conducting business.

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

THAT, the City Council of the City of Lago Vista, Texas, does hereby appoint ________________, ________________,___________________, and ____________________ as members with a term that expires December 31, 2027.

AND, IT IS SO RESOLVED.

PASSED AND APPROVED this 4th day of December 2025.

CITY OF LAGO VISTA:

____
Shane Saum, Mayor

ATTEST:

____
Robin Smith, City Secretary

On a motion by Councilmember _____________________, seconded by Councilmember _____________________, the above and foregoing instrument was passed and approved.

CITY OF LAGO VISTA, TEXAS

RESOLUTION 25-2184

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS APPOINTING FOUR INDIVIDUALS TO FILL EXPIRING TERMS AS MEMBERS OF LIBRARY ADVISORY BOARD.

WHEREAS, the Library Advisory Board (the "Board") has vacancies due to the expiration of terms; and

WHEREAS, it is important to appoint individuals who are objective, knowledgeable and that have acquired relevant experience; and

WHEREAS, it is prudent to fill the vacancies on the Board to maximize opportunities for a quorum and conducting business.

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

THAT, the City Council of the City of Lago Vista, Texas, does hereby appoint ________________, _________________,___________________, and ____________________ as members with a term that expires December 31, 2027.

AND, IT IS SO RESOLVED.

PASSED AND APPROVED this 4th day of December 2025.

CITY OF LAGO VISTA:

____
Shane Saum, Mayor

ATTEST:

____
Robin Smith, City Secretary

On a motion by Councilmember _____________________, seconded by Councilmember _____________________, the above and foregoing instrument was passed and approved.

CITY OF LAGO VISTA, TEXAS

RESOLUTION 25-2185

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS APPOINTING FOUR INDIVIDUALS TO FILL EXPIRING TERMS AS MEMBERS OF THE PARKS & RECREATION ADVISORY COMMITTEE.

WHEREAS, the Parks & Recreation Advisory Committee (the "Committee") has vacancies due to the expiration of terms; and

WHEREAS, it is important to appoint individuals who are objective, knowledgeable and that have acquired relevant experience; and

WHEREAS, it is prudent to fill the vacancies on the Board to maximize opportunities for a quorum and conducting business.

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

THAT, the City Council of the City of Lago Vista, Texas, does hereby appoint ________________, **________________,___________________,** and ____________________ as members with a term that expires December 31, 2027.

AND, IT IS SO RESOLVED.

PASSED AND APPROVED this 4th day of December 2025.

CITY OF LAGO VISTA:

____
Shane Saum, Mayor

ATTEST:

____
Robin Smith, City Secretary

On a motion by Councilmember _____________________, seconded by Councilmember _____________________, the above and foregoing instrument was passed and approved.

CITY OF LAGO VISTA, TEXAS

RESOLUTION 25-2186

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS APPOINTING FOUR INDIVIDUALS TO FILL EXPIRING TERMS AS MEMBERS OF THE PLANNING & ZONING COMMISSION.

WHEREAS, the Planning & Zoning Commission (the "Commission") has vacancies due to the expiration of terms; and

WHEREAS, it is important to appoint individuals who are objective, knowledgeable and that have acquired relevant experience; and

WHEREAS, it is prudent to fill the vacancies on the Board to maximize opportunities for a quorum and conducting business.

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

THAT, the City Council of the City of Lago Vista, Texas, does hereby appoint ________________, __________________,____________________, and _____________________ as members with a term that expires December 31, 2027.

AND, IT IS SO RESOLVED.

PASSED AND APPROVED this 4th day of December 2025.

CITY OF LAGO VISTA:

____
Shane Saum, Mayor

ATTEST:

____
Robin Smith, City Secretary

On a motion by Councilmember _____________________, seconded by Councilmember _____________________, the above and foregoing instrument was passed and approved.

AGENDA ITEM NO. X.2

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: December 4, 2025

SUBMITTED BY: Charles West, City Manager

SUBJECT: Consideration and possible action regarding Resolution No. 25-2187 resolution of the City Council of the City of Lago Vista, Texas appointing an individual to serve as Council Liaison to the Charter Review Committee for the 2026 calendar year.

BACKGROUND: The City's Rules of Procedure dictate that each year Council will appoint Council Liaisons to the City of Lago Vista's Boards, Commissions, and Committees for the upcoming year.

FINANCIAL IMPACT: N/A

RECOMMENDATION: City staff recommends City Council make Council Liaison appointments to the boards, commissions, and committees.

ATTACHMENTS:
Resolution No. 25-2187 Council Liaison Charter Review Commission.docx

CITY OF LAGO VISTA, TEXAS

RESOLUTION NO. 25-2187

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS APPOINTING AN INDIVIDUAL(S) TO SERVE AS COUNCIL LIAISON TO THE CHARTER REVIEW COMMISSION FOR THE 2026 CALENDAR YEAR

WHEREAS, in accordance with Section 7.8 of the City's Rules of Procedure, the Council may appoint individual Council Members to serve as a liaison to City boards, committees, and commissions, as well as county-wide, regional and local community organizations; and

WHEREAS, Council liaisons serve an important role to be a resource to support the committee, commission or board and to be a voice of for the Council to community organizations; and

WHEREAS, in accordance with paragraph 7.8(6)(a), after elections each November, city council members will discuss each committee, current liaison assignments, proposed changes, and make liaison assignments for the upcoming year; and

WHEREAS, Council finds it prudent to assign a Council member or members to serve as liaison(s) to the Charter Review Commission to fulfill the duties and responsibilities in accordance with the City's Rules of Procedure for the 2026 calendar year.

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

THAT, the City Council of the City of Lago Vista, Texas, does hereby appoint Council Member ____________________and Council Member _______________________to serve as Council Liaisons to the City of Lago Vista Charter Review Commission for the 2026 Calendar year.

AND, IT IS SO RESOLVED.

PASSED AND APPROVED this 4th day of December 2025.

CITY OF LAGO VISTA

____

ATTEST: Shane Saum, Mayor

____
Robin Smith, City Secretary

On a motion by Councilmember ________________________, seconded by Councilmember ________________________, the above and foregoing instrument was passed and approved.

AGENDA ITEM NO. X.3

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	December 4, 2025
SUBMITTED BY:	Charles West, Public Works
SUBJECT:	Consideration and possible action to authorize the City Manager to execute a service agreement between the City of Lago Vista & LJB Engineering for Phase 3 of the City's GIS Refresh- Quadrant 3 with Lidar in the amount of $217,690.
BACKGROUND:	As a result of poor record keeping in the past, there have been a lot of water and sewer line installations within the city that have not been input into the City's GIS database. Instead of relying upon an individual's memory, LJB has developed a system that allows them to digitally map out a City's infrastructure. LJB, in coordination with Public Works and a retired employee of 20+ years, are working to complete phase 1& 2. LJB has broken the City into 4 separate quadrants as shown in their proposal. This service agreement is for quadrant 3 out of 4 of that project. LJB has already scanned, and digitized all of the existing utility maps for reference in the GIS database. Also, they are mapping out all identified easements.
FINDINGS:	With Lidar being used, we are able to obtain accurate GPS coordinates, as elevations of all road signs, water, sanitary, and storm water assets in the City of Lago Vista that are visible. This is phase 3 out of 4 phases.
FINANCIAL IMPACT:	This was budgeted in FY-26 in Account No. 30-559-6100 (Public Works Admin Professional Services). The attached proposal is in the amount of $217,690.00

ATTACHMENTS:

PO Request GIS Quad 3.pdf

LagoVista_GIS_Mapping_Project_ER.pdf

PRINT FORM

CLEAR FORM

LAGO VISTA
TEXAS

Type of Purchase Request

Date of Request:	11/10/25		
Vendor:	LJB Engineering		
Description of Item(s) Being Purchased:	UTILITY GIS REFRESH – Quadrant 3		
Amount:	$ 217,690.00		
Budget Line Item Code Number:	30-559 (Public Works Admin.)	6100 Professional Services	100%
	Fund / Department #2	4825 Information Technology	%
	Fund / Department #3	4825 Information Technology	%
	Fund / Department #4	4825 Information Technology	%
Requested By:	Ernesto Rios		
Is This a Budgeted Annual Expense?	YES	Supervisor Approval	
How were the quoted obtained?	COLV has a Contract		

Director of Public Works Approval ($3000-$5000) / Date	Ernesto Rios	11/10/2025
City Manager's Approval ($5,001 to $50,000) / Date		
City Council's Approval ($50,000+) / Date		
P. O. Number		
Date P. O. Number Approved		

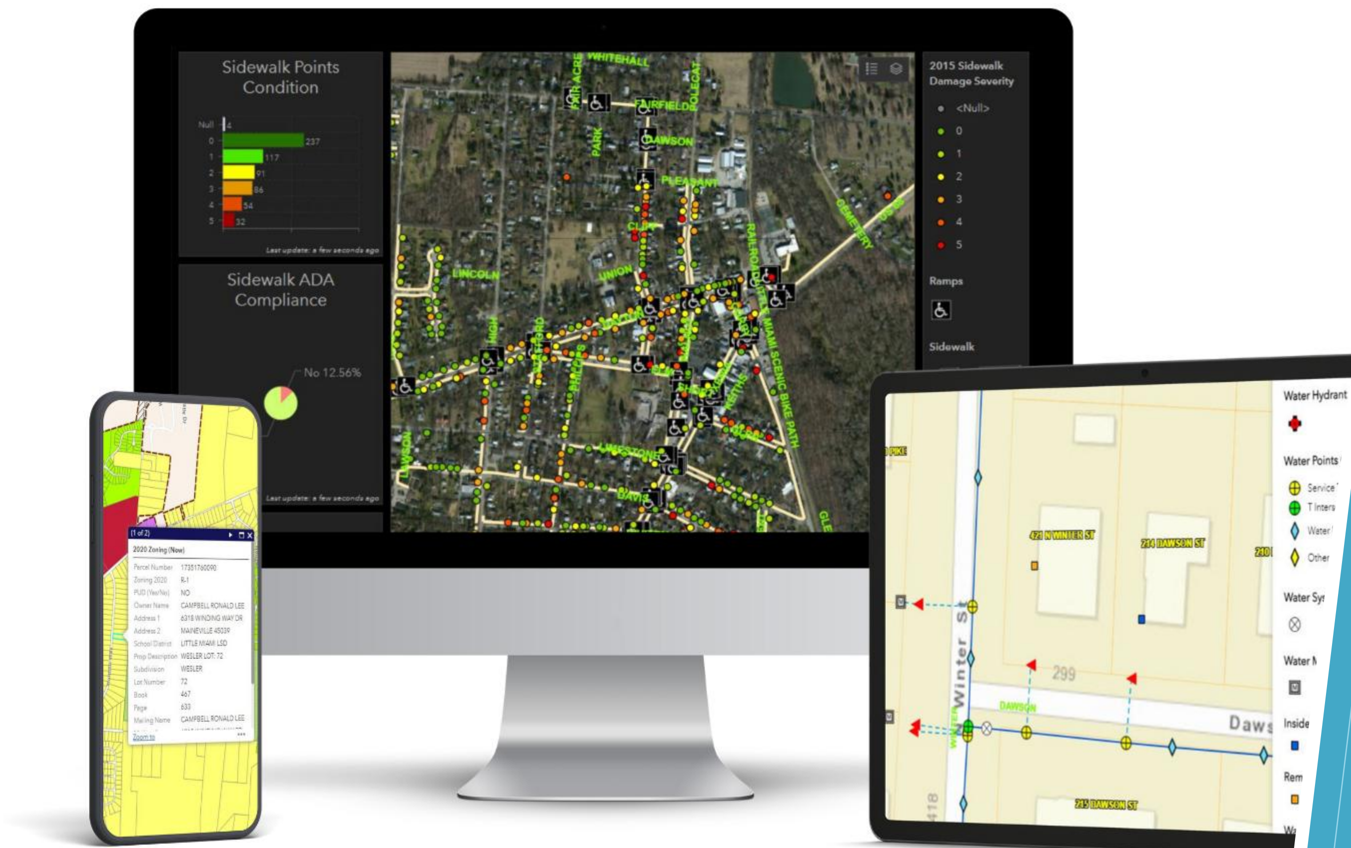
Instructions:

- **Print or email P. O. request to Eric.**
- **Attach pricing quote to your P. O. request if possible for both an emailed or a paper P. O. request.**

UTILITY GIS REFRESH – Quadrant 3

CHARLES WEST, CITY MANAGER

Wednesday, June 18, 2025



Engineering
Building Partnerships

Prepared by:
Kelly Haws, GISP
GIS Manager
KHaws@LJBinc.com
(937) 259-5172

2500 Newmark Drive Miamisburg, OH 45342 | (866) 552-3536 | LJBinc.com

June 18, 2025

Charles West
City Manager
5803 Thunderbird Street
Lago Vista, TX 78645

Re: Lago Vista GIS Refresh – Quadrant 3

Dear Charles:

Thank you for considering our proposal for GIS services for the third quadrant of updating the road signs, traffic lights, water, sanitary, and stormwater assets in the City of Lago Vista. This comprehensive proposal outlines the scope of services, schedule, and associated fees for the continuation of lidar field data collection and asset digitization in quadrant 3. We look forward to the opportunity to work with the city in enhancing its infrastructure management and promoting its sustainable growth.

Project Understanding

The City of Lago Vista has requested a proposal to complete the third quadrant of the GIS Refresh project. The objective is to continue field data collection, digitization, and asset verification for its road signs, traffic lights, water, sanitary, and stormwater assets. LJB Inc. will continue to supervise the Lidar collection of surface visible assets, updating asset attributes, as well as adding as-built attachments.

Following field verification for location accuracy, all assets will be integrated into the city's existing web-based GIS applications developed by LJB Engineering. These applications will be available on the City of Lago Vista's ArcGIS Online site. The GIS web applications will include planimetric sheet attachments, which will be provided by the city and associated with the water, sanitary, and stormwater mains. With this comprehensive approach, the City of Lago Vista will be able to optimize its utility management and maintain its infrastructure in a cost-effective manner.

The city has requested LJB divide the city into quadrants for budgeting purposes. This was done by equally dividing the number of assets per quadrant and were agreed upon by the city. The quadrants are shown in Appendix A.

LJB Engineering
Building Partnerships

Scope of Services

Task 1: Georeferencing & Utility Data Digitization

Fee: $96,960

- LJB will need network accessibility to obtain as-built planimetric and profile sheets for water, sanitary and stormwater infrastructure, as well as easements, that the city would like in the GIS web mapping application. All planimetric sheets will need to be a single page.
- Water, sanitary and stormwater planimetric as-built sheets will be georeferenced according to lidar points if needed for digitization. After planimetric sheets have been georeferenced, sanitary, water and stormwater assets will be digitized.
- All water, sanitary and stormwater features will be digitized in a geodatabase according to planimetric sheets and orthophotography.
- Attribute information will be added to each feature according to planimetric drawings.
- Planimetric drawings will be attached to pipe features only.
- Sanitary mains will be drawn from the upstream manhole to the downstream manhole to enable flow direction that will produce arrows on the mains.
- LJB will perform quality assurance to ensure that all records are complete, and that data adheres to conditional logic pre-applied to the datasets. This quality assurance will ensure that the resulting dataset is accurate.
- LJB will update digitized water, sanitary and stormwater main datasets to demonstrate network connectivity as surface features are field-verified and as-builts are georeferenced for field-verified locations.
- LJB will ensure all line and point features are snapped to provide connectivity.
- Water mains will be split at every main line tee, cross, and system valve.
- Sanitary mains will be split at every manhole.
- GIS training and support for City's GIS personnel.

Task 2: Data Collection

Fee: $121,000

- LJB is partnering with Spicer Group to perform mobile lidar to reduce field data collection time for collecting the location of visible assets.
- LJB will have two people on-site for two full days marking assets not visible from the roadway. Any assets that are buried at the end of the two days on-site will be the responsibility of the city.
- Each manhole will be opened to collect invert elevations.
- All features collected will be given a ground elevation.
- The following assets will be collected if visible by Lidar:

- Manholes
- Hydrants
- Valves
- Water Meters
- Water Curb Stops
- Driveway Culverts
- Signs
- Streetlights

Project Deliverables

- Quadrant 3 data will be added to the existing enterprise geodatabase created in quadrant 1. All assets will be viewable in all web applications.

Project Assumptions

- LJB will need access to the city's network to obtain as-built drawings that will need added as an attachment to its GIS web application.
- City personnel will provide LJB with all known utility as-built documentation.
- The utility mains will have a single as-built PDF attached for easy document accessibility.
- LJB will edit the City's data on LJB's ArcGIS Enterprise. The data will be transferred to the City's ArcGIS Enterprise at the end of the project.
- LJB will need a point of contact within the City of Lago Vista for support, if needed.
- LJB will host virtual monthly progress meetings.
- Two LJB employees will be on-site to field locate as many non-visible assets as possible. This will be done within three days prior to data collection. The city is responsible for locating the remainder of assets, if needed. The timeline will be coordinated with the city and LJB/Spicer Group.

Clarifications and Exclusions

- The physical location of water, sanitary and stormwater mains are not guaranteed. This data will be derived from planimetric sheet digitization and should not be used for survey locates or relied upon for locational accuracy.
- All scanning of as-builts must be completed before digitization can be performed.
- The proposal fee is valid for 90 days after the submittal date.

Engineering
Building Partnerships

Fee & Schedule

LJB proposes to complete the utility GIS for quadrant 3 within 9 months after the start of the lidar data collection for a fee of **$217,960.**

We look forward to continuing our collaboration with the city to improve infrastructure management and support sustainable growth. To authorize this work, simply sign on the line below to begin the contracting process. If you have any questions, please contact me at KHaws@LJBInc.com or (937) 259-5172.

Sincerely,
LJB Inc.

Kelly Haws

Kelly Haws, M.S., GISP
GIS Project Manager

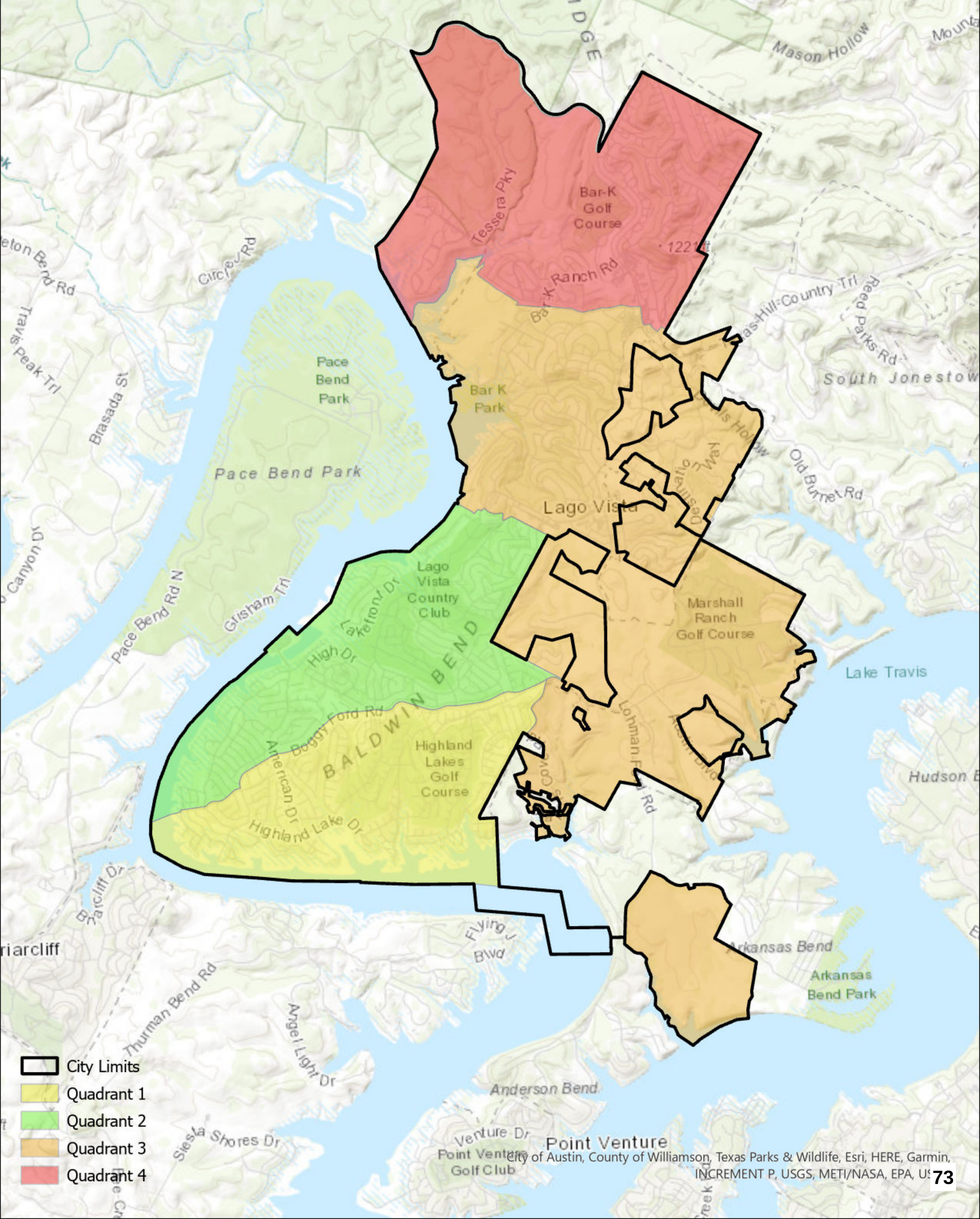
AUTHORIZATION

Your signature below authorizes LJB to begin the scope of services outlined and permits us to invoice City of Lago Vista for the fees stated within this proposal. We anticipate that a formal professional services agreement will be executed upon receipt of this authorization.

Name Date

The person signing on behalf of their respective party represents that he or she is legally authorized to sign on behalf of said party

Exhibit A



City Limits
Quadrant 1
Quadrant 2
Quadrant 3
Quadrant 4
Bar-K Golf Course
Tessera Pky
Bar-K Ranch Rd
Bar K Park
Pace Bend Park
Pace Bend Park
Lago Vista
Lago Vista Country Club
Lakefront Dr
High Dr
Boggy Ford Rd
BALDWIN BEND
American Dr
Highland Lakes Golf Course
Highland Lake Dr
Marshall Ranch Golf Course
Lohman Ford Rd
Lake Travis
Arkansas Bend
Arkansas Bend Park
Hudson Bend
Anderson Bend
Point Venture
Point Venture Golf Club
Venture Dr
Siesta Shores Dr
Angel Light Dr
Thurman Bend Rd
Flying J Blvd
Briarcliff
Pace Bend Rd N
Grisham Trl
Brasada St
Travis Peak Trl
Circle J Rd
Old Burnet Rd
Reed Parks Rd
South Jonestown
Mason Hollow
Old Burnet Rd
RIDGE
City of Austin, County of Williamson, Texas Parks & Wildlife, Esri, HERE, Garmin, INCREMENT P, USGS, METI/NASA, EPA, US

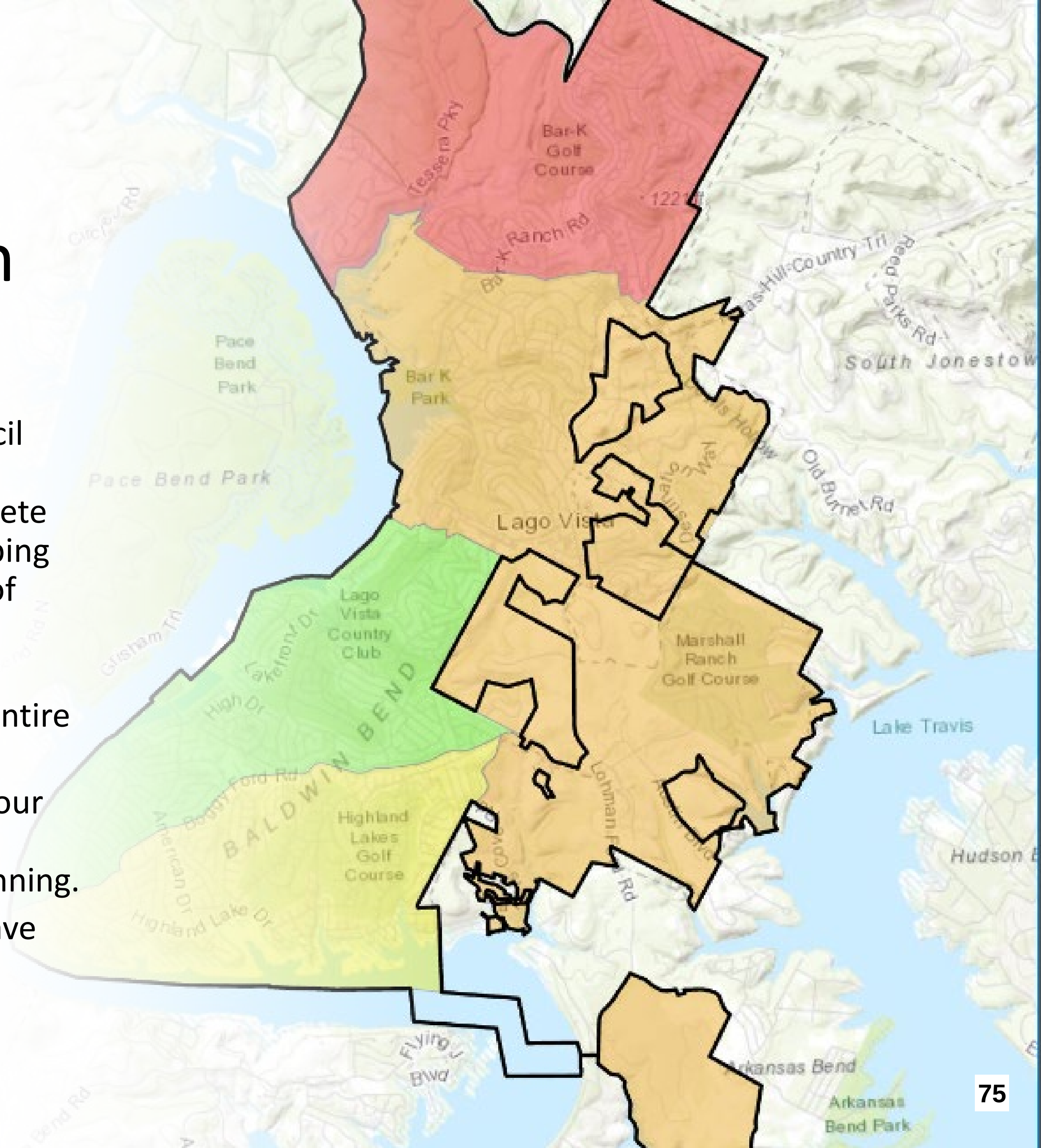
LAGO VISTA
TEXAS

City of Lago Vista
GIS Mapping Project Update

Presented by: Ernesto Rios, Director of Public Works
City Council Presentation

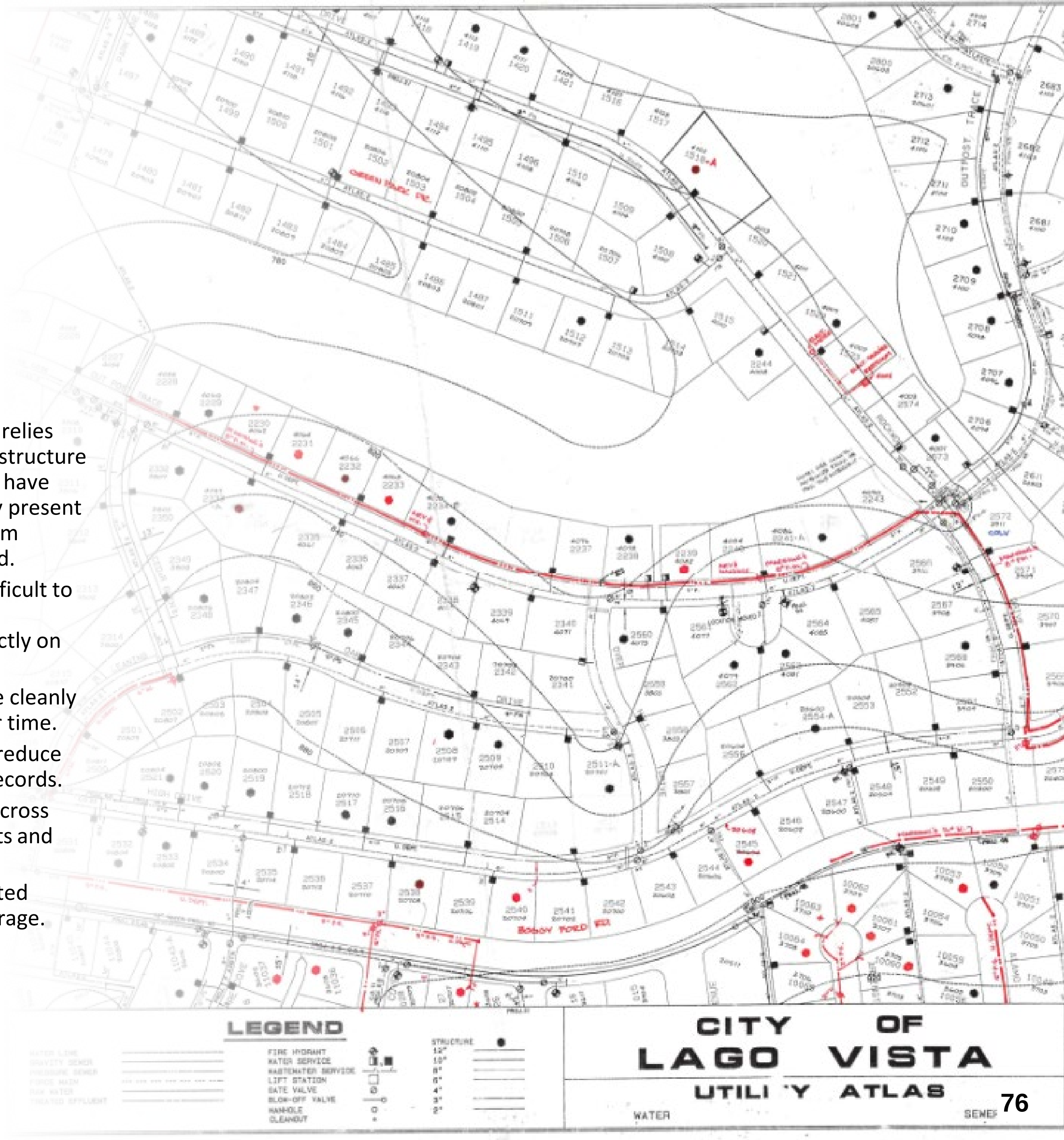
Purpose of Presentation

- To request City Council approval to hire LJB Engineering to complete comprehensive mapping services for the City of Lago Vista.
- City contracted LJB Engineering to map entire City in 2023.
- Project divided into four quadrants for budget/schedule planning.
- Quadrants 1 and 2 have been completed.



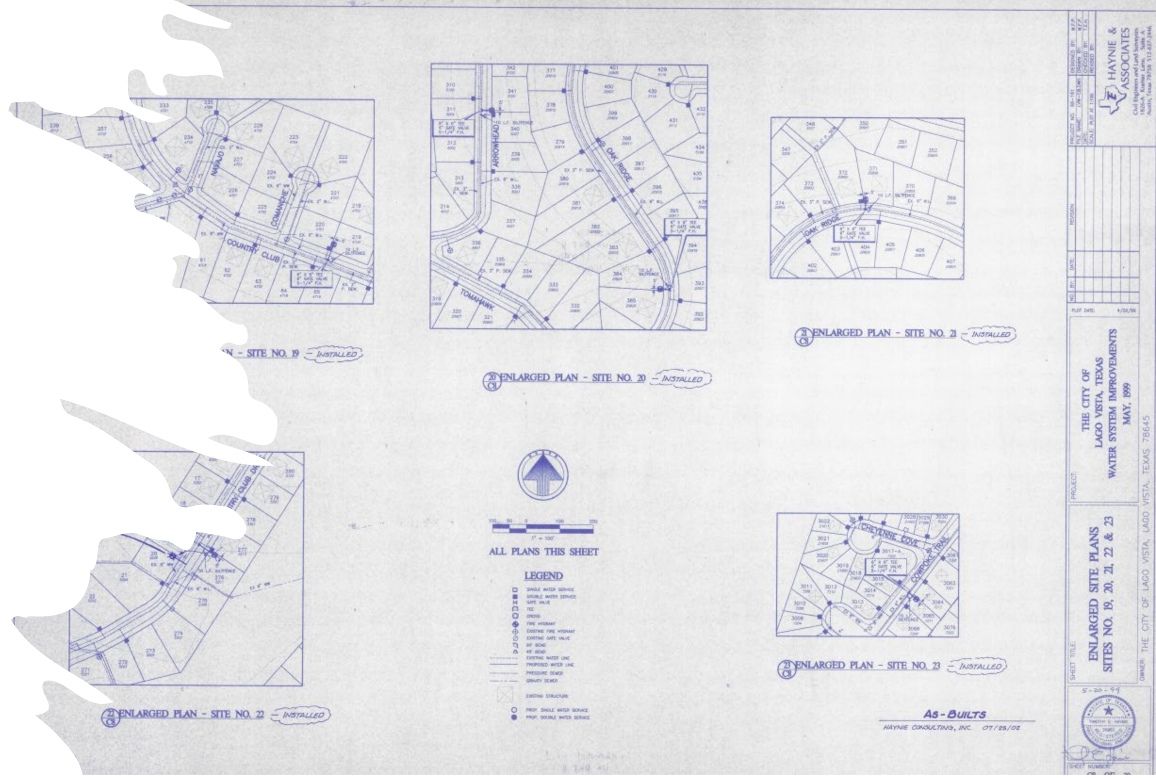
Why is this Needed?

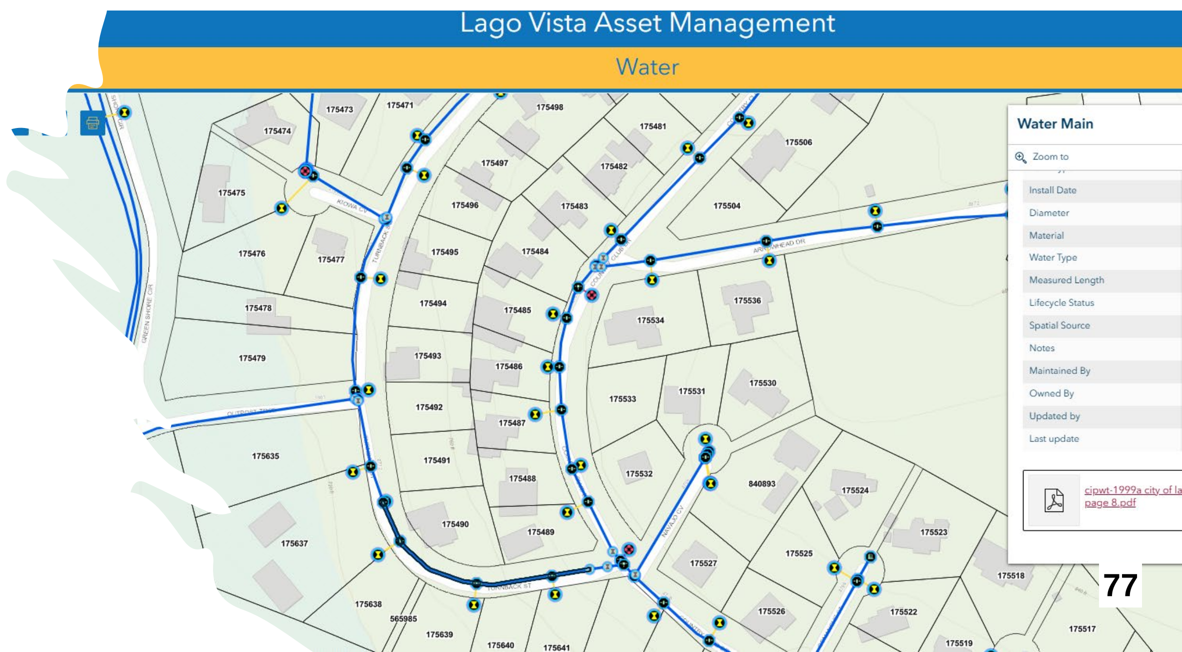
- The City of Lago Vista currently relies heavily on paper maps for infrastructure and utility records. While these have served the City in the past, they present growing challenges as the system continues to change and expand.
- Maps become cluttered and difficult to interpret as corrections and improvements are marked directly on them.
- Changes and updates cannot be cleanly or consistently maintained over time.
- Markups create confusion and reduce confidence in the accuracy of records.
- Updates are not easily shared across departments or with consultants and contractors.
- Risk of lost, damaged, or outdated information due to physical storage.



What This Project Will Provide

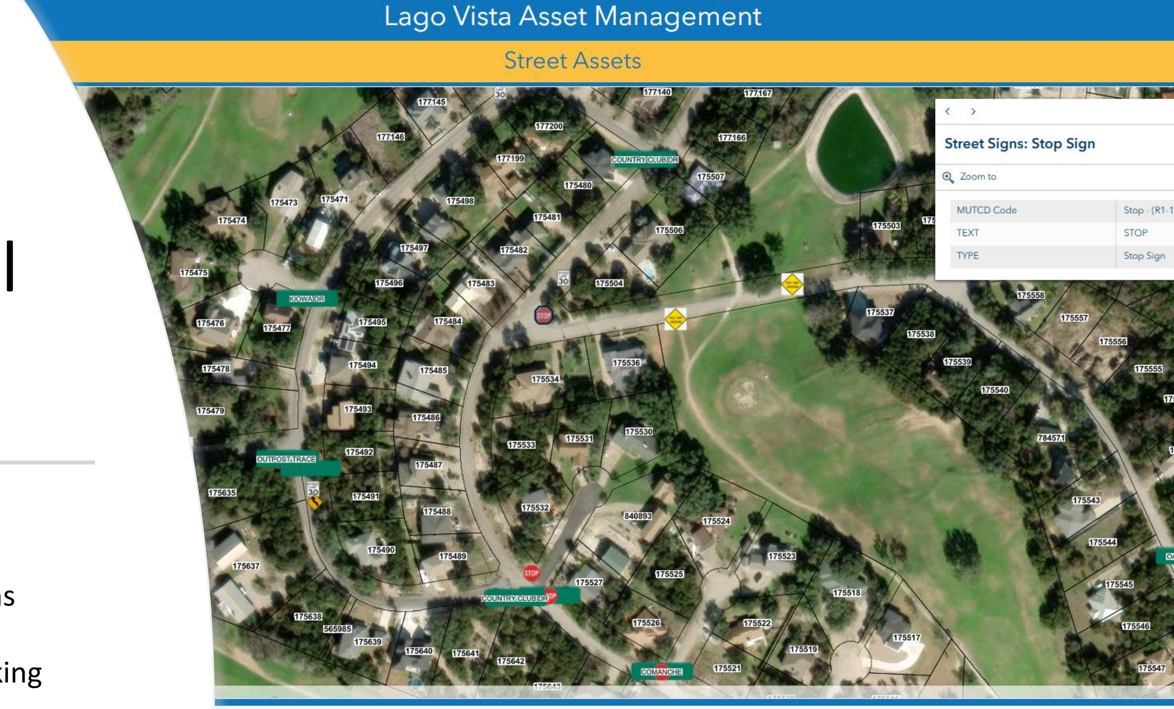
- Increased operational efficiency by allowing staff to quickly locate critical infrastructure assets such as valves, manholes, hydrants, and mains.
- Improved planning and coordination for water and sewer projects through accurate, up-to-date utility mapping.
- Faster response to leaks and line breaks by clearly identifying isolation valves and system components, reducing service disruption.
- Centralized digital access to records, allowing staff to attach and retrieve scanned as-built drawings and documents directly within the mapping system.
- Cleaner, more reliable data by eliminating cluttered paper maps and handwritten markups.
- Improved interdepartmental coordination by providing a single source of accurate infrastructure information.

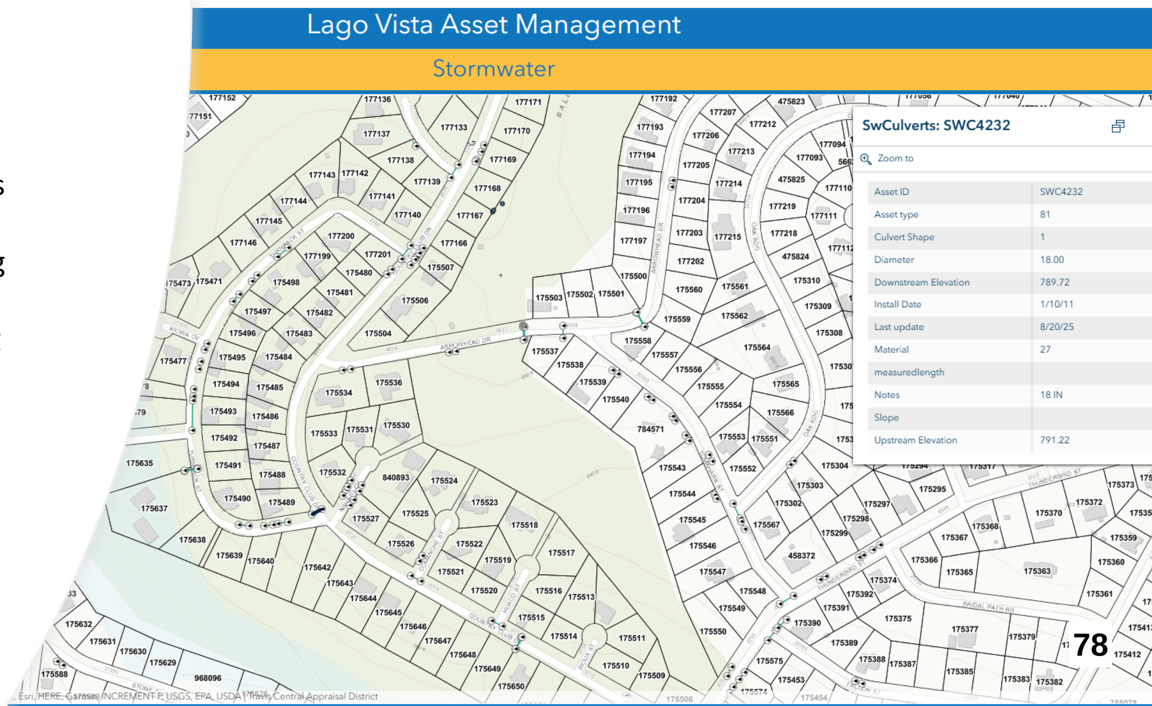




Support for Additional City Programs

- **Street Sign Replacement Program**
  - Enables digital tracking of sign locations and installation dates
  - Supports life-cycle and expiration tracking
  - Improves long-term budgeting and replacement planning
- **Drainage Program**
  - Driveway culvert mapping will support drainage study implementation
  - Improves identification of problem areas and system bottlenecks
  - Enables scheduled maintenance tracking and prioritization
  - Supports more accurate capital planning for drainage improvements
  - By linking these programs into the same mapping system, the City creates a centralized tool supporting multiple departments, not just utilities.





Benefits to the City

Improved asset management.

Enhanced emergency response.

Better water/sewer reliability.

Improved compliance documentation.

Data-driven decision making.

Development Services Support

COST COMPARISON

PUBLIC WORKS

Contract

- Cost: $217,960
- Timeline: 9 Months
- What This Includes:
- Full mobile LiDAR collection (Spicer Group)
- Field verification of assets not visible from roadway
- Digitization of water, wastewater, stormwater, streetlights, culverts, signs
- Attachment of as-builts and utilities documentation
- Enterprise geodatabase updates and QA/QC
- Updates to all existing Quadrant 1 & 2 web apps
- Monthly progress meetings
- Full integration within city's GIS environment
- Key Advantages:
- Consistent with Quadrants 1 & 2
- No staff strain; no new hires needed
- Professional LiDAR & QA/QC standards

In-House

- Cost: $403,000–$430,000 *(w/ vendor LiDAR)*
- Cost: $650,000–$900,000+ *(if City purchases LiDAR)*
- Timeline: 12–24 Months
- What This Includes:
- A. Minimum staffing needed (full salaries prorated for 9 months)
- GIS Manager: $98,000
- GIS Technician: $56,000
- ArcGIS Server Specialist: $112,000
- Records Technician: $52,000
- Subtotal staffing (9 months): ≈ $318,000
- B. Required equipment & licenses (minimum)
- GPS + field hardware: $35,000
- ArcGIS upgrades & licensing: $40,000
- LiDAR vendor or equipment: $50,000–$70,000 (vendor) or $350k–$500k (purchase)
- Subtotal equipment (vendor route): ≈ $85,000–$105,000
- Key Impacts:
- Costs exceed consultant rate by 85–300%
- Demand on staff results in project delays
- Loss of consistency with Quadrant 1 & 2 deliverables

CITY OF LAGO VISTA TEXAS

WHAT HAPPENS IF WE DO NOT COMPLETE IT?

Potential Risks

PUBLIC WORKS

POTENTIAL RISKS

- City has **incomplete data** — only 50% of utilities mapped accurately
- Inconsistent asset management between service areas
- Higher risk of **contractor damage**, unexpected shutoffs, system delays
- Staff rely on **outdated or inaccurate maps**
- Slower development reviews and public works response times
- No ability to complete **full-system modeling** across pressure zones
- Repeating Quadrant 1–2 work later would cost **more** and lose continuity

CITY OF LAGO VISTA TEXAS

Next Steps

- **Proceed** — Proceed with mapping Quadrants 3 and 4.
- **Integrate** — Integrate data into daily Public Works operations.
- **Coordinate** — Coordinate with drainage study & capital planning.
- **Explore** — Explore public-facing GIS maps.

Summary

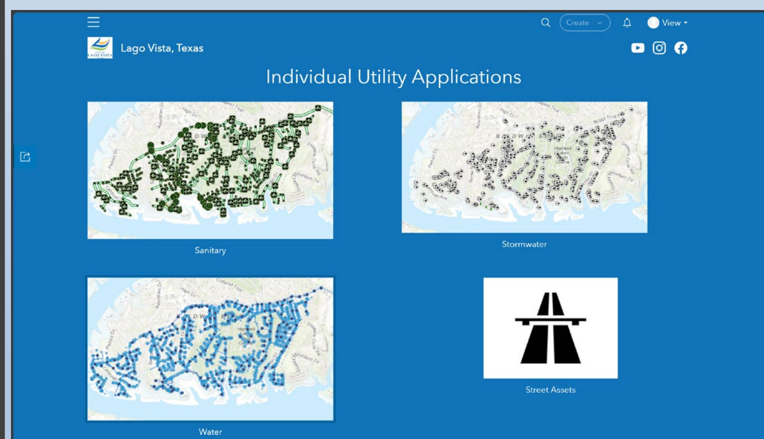
QUADRANTS 1 AND 2 COMPLETED SUCCESSFULLY.

MAPPING SIGNIFICANTLY IMPROVES EFFICIENCY AND PLANNING.

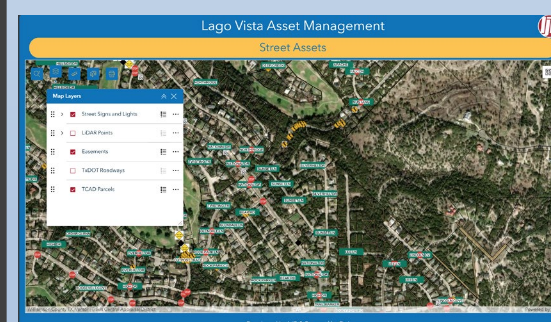
SUPPORTS LONG-TERM INFRASTRUCTURE MANAGEMENT FOR THE CITY.


Lago Vista Asset Management
Water
Developed by LJB & Powered by Esri


Lago Vista Asset Management
Water
Fire Hydrant
Zoom to
Asset ID FH360
Asset type Fire Hydrant
Install Date 1/10/11
GroundElevation 755.50
Lifecycle Status In Service
Spatial Source GPS/GNSS
Notes
Maintained By Our Agency
Owned By Our Agency
Updated by BRASMUS
Last update 12/30/24
Developed by LJB & Powered by Esri


Lago Vista, Texas
Individual Utility Applications
Sanitary
Stormwater
Water
Street Assets


Lago Vista Asset Management
Sanitary
Sanitary Fitting
Developed by LJB & Powered by Esri


Lago Vista Asset Management
Street Assets
Map Layers
Street Signs and Lights
LiDAR Points
Easements
TxDOT Roadways
TCAD Parcels
Developed by LJB & Powered by Esri

THANKYOU

AGENDA ITEM NO. X.4

LAGO VISTA
TEXAS

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	December 4, 2025
SUBMITTED BY:	Councilor Hall, City Council
SUBJECT:	Consideration and possible action regarding the reconsideration of Resolution No. 25-2174, designating Councilor Benefield as the Council Liaison to the Planning & Zoning Commission, and possible action to appoint an alternative Councilor to serve as Council Liaison to the Planning & Zoning Commission.

AGENDA ITEM NO. X.5

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	December 4, 2025
SUBMITTED BY:	Brad Bullock, City Attorney
SUBJECT:	Consideration and possible action to replace Resolution No. 25-2177 with Ordinance per the advice of legal counsel.
BACKGROUND:	Legal is reviewing Resolution No. 25-2177 to possibly replace with Ordinance. The agenda packet will be updated asap.

AGENDA ITEM NO. X.6

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: December 4, 2025

SUBMITTED BY: Charles West, City Manager

SUBJECT: Consideration and possible action regarding liaisons for informal City Committees and other Community Committees.

AGENDA ITEM NO. X.7

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	December 4, 2025
SUBMITTED BY:	Councilor Van Ness, City Council
SUBJECT:	Discussion and possible action pertaining to City Council's role in the confirmation process for Chief of Police of LVPD.

BACKGROUND:

Background: The City of Lago Vista has faced challenges in recruiting and retaining qualified officers, including the Chief of Police, within the Lago Vista Police Department (LVPD). Recent issues with specific events, as well as the opportunity to improve enforcement, visibility, dispatch, and training - combined with the growth of our city - necessitate a thoughtful and thorough recruitment and selection process. The purpose of this agenda item is to facilitate discussion and agreement on the selection and confirmation process, to include the following:

- Establishment of a nonbinding selection advisory committee or panel to include retired, qualified law enforcement resources who are residents of Lago Vista. These resources will advise the City Manager during the recruitment, interview, and selection processes.
- Mechanism, if desirable, for gathering of community or stakeholder input (in addition to advisory committee).
- Possible inclusion of council in finalist interviews.
- Evaluation of the finalist candidate, including information council will require before a confirmation vote.

In addition, possible discussion and consideration of tasking these law enforcement resources, on an unpaid volunteer basis, to perform a review of LVPD to provide initial feedback and suggestions related to potential areas of improvement. The work output of this review would include an initial plan of attack on key components of a solid agency, including:

- General Order and SOPs
- Training priorities and resources
- Management and leadership
- Compensation and retention
- Visible enforcement and community outreach

Hopefully the incoming chief, having been vetted by these law enforcement resources as part of the selection process, would appreciate the initial recommendations as supportive of his or her success in transforming our PD into the agency our city deserves and needs. Additionally, providing the framework and training our existent officers need to better perform their duties as vital members of our community is critical for staff development and retention.

FINDINGS:

Under our City Charter, the City Manager is responsible for conducting the hiring and appointment of the Police Chief, "subject to approval by the Council." The Charter gives the City Council the responsibility to approve or deny the appointment. Because Council has the statutory authority to decline approval, Council also has the inherent authority to discuss what information or evaluation process it needs to make an informed decision. The purpose of this agenda item is to discuss the expectations and review steps Council intends to use before voting on whether to confirm this critical department head.

RECOMMENDATION:

Recommended Action: Council and City Manager discuss and agree on the framework supporting the recruitment, selection and approval process for Chief of Police.