



# *The City of Lago Vista*

*To provide and maintain a healthy, safe, vibrant community, ensuring quality of life.*

**AGENDA  
CITY COUNCIL  
REGULAR MEETING  
THURSDAY, FEBRUARY 18, 2016, 6:30 PM**

**NOTICE IS HEREBY GIVEN** that the Lago Vista City Council will hold a Regular Meeting on Thursday, February 18, 2016, at 6:30 p.m. in the City Council Chambers at City Hall, 5803 Thunderbird, Lago Vista, Texas, as prescribed by V.T.C.A., Government Code Section §551.041, to consider the following agenda items. Items do not have to be taken in the same order as shown in the meeting notice.

**CALL TO ORDER, CALL OF ROLL, INVOCATION AND PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENTS**

**PRESENTATIONS**

1. Mayor Mitchell to present the Lago Vista Area Volunteers' Volunteer of the Year Award for 2015.
2. Presentation of the Lohman Ford / Boggy Ford Intersection Traffic Study by Alliance Transportation Group.
3. Receive and discuss monthly update on Water Treatment Plant #3 by Shay Ralls Roalson, PE, HDR and Gary Graham, PE, Public Works Director.
4. Overview from City Engineer regard update on Montechino Development.

**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.

5. Approval of the following minutes:  
January 7, 2016 Special called meeting and  
January 14, 2016 Joint meeting with GCAC  
January 21, 2016 Regular meeting

**ACTION ITEMS** (action and/or a vote may be taken on the following agenda items):

6. Discuss, Consider and Take Action, if Appropriate, on an Amendment to the Release and Compromise Settlement Agreement between the City of Lago Vista and Brian Atlas and Villa Montechino, LP approved on October 15, 2015.
7. Consideration of Ordinance No. 16-02-18-01; An Ordinance of the City of Lago Vista, Texas, Ordering a Public Hearing concerning Amending Ordinance No. O-29-14 and Table 1, set out in Appendix "A," Sec. 6.100, Code of Ordinances of Lago Vista; providing Open meeting and effective date provisions; and providing for related matters as it pertains to Impact Fees.
8. Consider and approve, if appropriate City of Lago Vista Ordinance No. 16-02-18-02; Creating a Full-Time Position of Golf Course Superintendent for the City of Lago Vista Golf Courses.
9. Consideration of Ordinance No. 16-02-18-03; An Ordinance of the City of Lago Vista authorizing the reinstatement and extension of Ordinance No. 84-09-24-01 which authorized a Franchise Agreement with Pedernales Electric Cooperative, by and through a Letter Agreement until June 30, 2016 or until the City and Pedernales Electric Cooperative are able to negotiate a new Franchise Agreement.
10. Consideration of Resolution No. 16-1636; A Resolution supporting Panorama Ridge, L.P. in submitting an application to the Department of Housing and Community Affairs for a 2016 competitive 9% Housing Tax Credits for the creation of Panorama Ridge Apartments.
11. Consideration of Resolution No. 16-1639; A Resolution authorizing the City Manager, on behalf of the City, to enter into an agreement with the Lower Colorado River Authority (LCRA) establishing a framework that defines how the LCRA will partner with the City in offering an irrigation technology rebate program to the City's water customers.
12. Consideration of Resolution No. 16-1640; A Resolution by the City Council of the City of Lago Vista, Texas authorizing the use of City streets for the 25<sup>th</sup> Annual La Primavera Lago Vista Bicycle Race to be held March 5 & 6, 2016.
13. Discussion, Consideration and if Appropriate Adopting Resolution No. 16-1641, A Resolution by the City Council of the City of Lago Vista, Texas, Establishing a Capital Metro (CAPMETRO) Study Committee to Evaluate, Report, and Make Recommendations Concerning Capital Metro Services in Lago Vista; Providing for Appointment of Members; Specifying the Scope of Study for Such Study Committee; Providing for a Temporary Term and Dissolution of Such Study Committee; Requiring Compliance with the Open Meetings Act; and Providing for Related Matters.
14. Consideration of Resolution No. 16-1642; A Resolution establishing an Airport Plan Advisory Committee.
15. Consideration of Ordinance No. 16-02-18-04; An Ordinance of the City of Lago Vista, Texas, repealing in its entirety Section 9.400, Keep Lago Vista Beautiful Board, Article 9, Personnel, Lago Vista Code of Ordinances, establishing the Keep Lago Vista Beautiful

Board; providing an effective date; providing for open meetings; and providing for related matters.

## **WORK SESSION**

16. Discussion concerning the legality of assessing a fee for credit card transactions and current practices.

17. Review of Community Event Sign Policy and Procedure.

18. Review of Banner Sign Standards.

19. Discussion Concerning the Temporary Pro Shop at Highland Lakes Golf Course and Approved Planned Development District (PDD).

20. Re-visitation, discussion and action on formalizing a process of addressing appointed Board vacancies for Staff.

21. Discussion regarding 18001 Marshall's Point.

22. Departmental Reports

- A. Airport Report
- B. Development Services
- C. Financial Report
- D. Golf Course Report
- E. Library
- F. Municipal Court
- G. Police Department
- H. Public Works Reports
  - a. Street Department
  - b. Utility Department (Water/Wastewater Services)
  - c. Water Loss Report
  - d. Water/Wastewater Treatment

23. Reports/Minutes from City Boards, Committees and Commissions

- a. September 22, 2015 Board of Adjustment regular meeting minutes
- b. October 1, 2015 Planning and Zoning Commission minutes
- c. November 18, 2015 Airport Advisory Board minutes.
- d. November 20, 2015 Comprehensive Plan Advisory Committee minutes
- e. December 10, 2015 Planning and Zoning Commission minutes
- f. January 12, 2016 Golf Course Advisory Committee minutes
- g. January 14, 2016 Keep Lago Vista Beautiful minutes

## **FUTURE MEETINGS**

24. Consider schedule and items for future Council meetings.

## **EXECUTIVE SESSION**

25. Convene into Executive Session pursuant to Sections 551.071 and 551.072, Texas Government Code and Section 1.05 Texas Disciplinary Rules of Professional Conduct regarding:

Consultation with legal counsel regarding real property and possible issues and questions related to acquisition, sale or lease.

**ACTION ITEMS** (action and/or a vote may be taken on the following agenda items):

26. Reconvene from Executive Session into open session to take action as deemed appropriate in City Council's discretion regarding:

Consultation with legal counsel regarding real property and possible issues and questions related to acquisition, sale or lease.

### **ADJOURNMENT**

**IT IS HEREBY CERTIFIED** that the above Notice was posted on the Bulletin Board located at all times in City Hall in said City at \_\_\_\_\_ on the 12<sup>th</sup> day of February, 2016.

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Sandra Barton, 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.**

**MEETING DATE:** February 18, 2016

**AGENDA ITEM: CALL TO ORDER, CALL OF ROLL, INVOCATION AND PLEDGE OF ALLEGIANCE**

**Comments:**

**ADJOURN:**

**Motion by:** \_\_\_\_\_

**Seconded by:** \_\_\_\_\_

**Content of Motion:** \_\_\_\_\_

**Vote:** Raley \_\_\_\_\_; Shoumaker \_\_\_\_\_; Tidwell \_\_\_\_\_; R. Smith \_\_\_\_\_;

Mitchell \_\_\_\_\_; S. Smith \_\_\_\_\_; Cox \_\_\_\_\_

**Motion Carried:** Yes \_\_\_\_\_; No \_\_\_\_\_

**MEETING DATE:** February 18, 2016

**AGENDA ITEM:** PUBLIC COMMENTS

Comments:

**Motion by:** \_\_\_\_\_

**Seconded by:** \_\_\_\_\_

**Content of Motion:** \_\_\_\_\_

**Vote:** Raley \_\_\_\_\_; Shoumaker \_\_\_\_\_, Tidwell \_\_\_\_\_; R. Smith \_\_\_\_\_;

Mitchell \_\_\_\_\_; S. Smith \_\_\_\_\_; Cox \_\_\_\_\_

**Motion Carried:** Yes \_\_\_\_\_; No \_\_\_\_\_

**MEETING DATE:** February 18, 2016

**AGENDA ITEM:** Mayor Mitchell to present the Lago Vista Volunteers' Volunteer of the Year Award for 2015.

**Comments:**

**Motion by:** \_\_\_\_\_

**Seconded by:** \_\_\_\_\_

**Content of Motion:** \_\_\_\_\_

**Vote:** Raley \_\_\_\_\_; Shoumaker \_\_\_\_\_, Tidwell \_\_\_\_\_; R. Smith \_\_\_\_\_;

Mitchell \_\_\_\_\_; S. Smith \_\_\_\_\_; Cox \_\_\_\_\_

**Motion Carried:** Yes \_\_\_\_\_; No \_\_\_\_\_



**AGENDA ITEM**

# City of Lago Vista

**To:**  **Council Meeting:**

**From:**

**Subject:**

**Request:**  **Legal Document:**  **Legal Review:**

**EXECUTIVE SUMMARY:**

**Alliance Transportation Group performed a signal warrant study for us in early September, 2015 on the Lohman Ford Boggy Ford intersection. Their findings at the time were that the intersection did not meet the warrants for a signal. Since that time they discovered an error in their work. When that error is corrected the intersection does meet the warrants for a signal. They are here tonight to report on their work.**

**This item is not on for Council approval. With direction from Council, it will be brought back at the March 3rd Council Meeting for consideration and action. It should be noted that the approved FY15/16 Budget CIP does include \$400,000 for the design and construction. It is not known at this time how much right-of-way will need to be acquired and will depend on the design.**

**Impact if Approved:**

N/A

**Impact if Denied:**

N/A

**Is Funding Required?**     Yes     No    **If Yes, Is it Budgeted?**     Yes     No     N/A

**Indicate Funding Source:**

**Suggested Motion/Recommendation/Action**

**Motion to:**   

**Motion to:**   

**Motion to:**   

**Known As:**

**The Lohman Ford / Boggy Ford Intersection Traffic Study**

**Agenda Item Approved by City Manager**

\_\_\_\_\_



# Lohman Ford and Boggy Ford/Shoreline Ranch Intersection

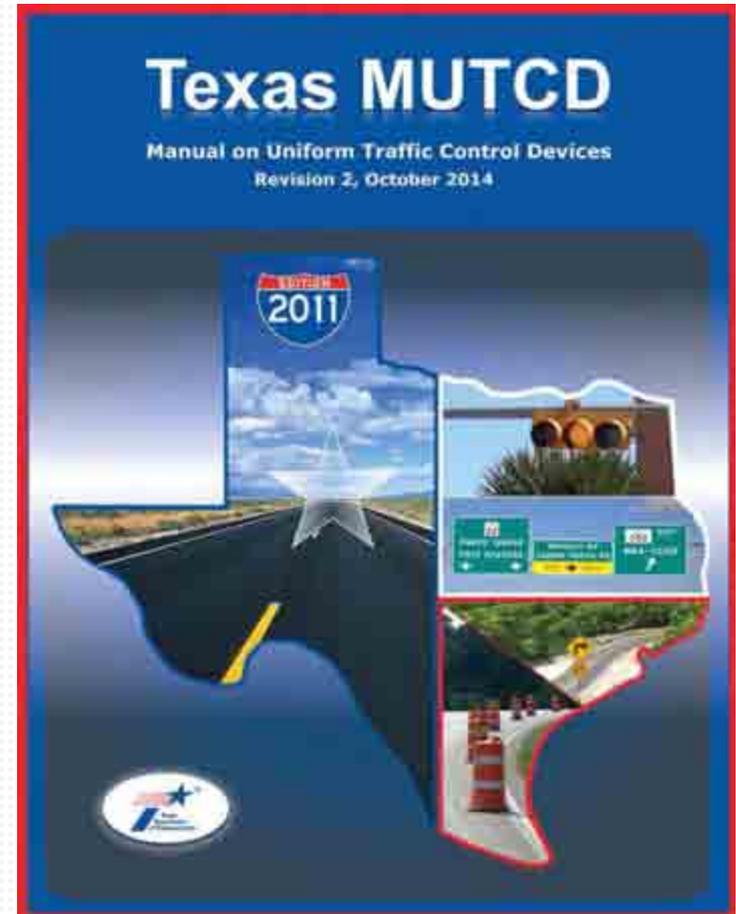
## TRAFFIC SIGNAL WARRANT ANALYSIS

# Texas Manual on Uniform Traffic Control Devices

## Defines 9 Possible Warrants

### Applicable Warrants

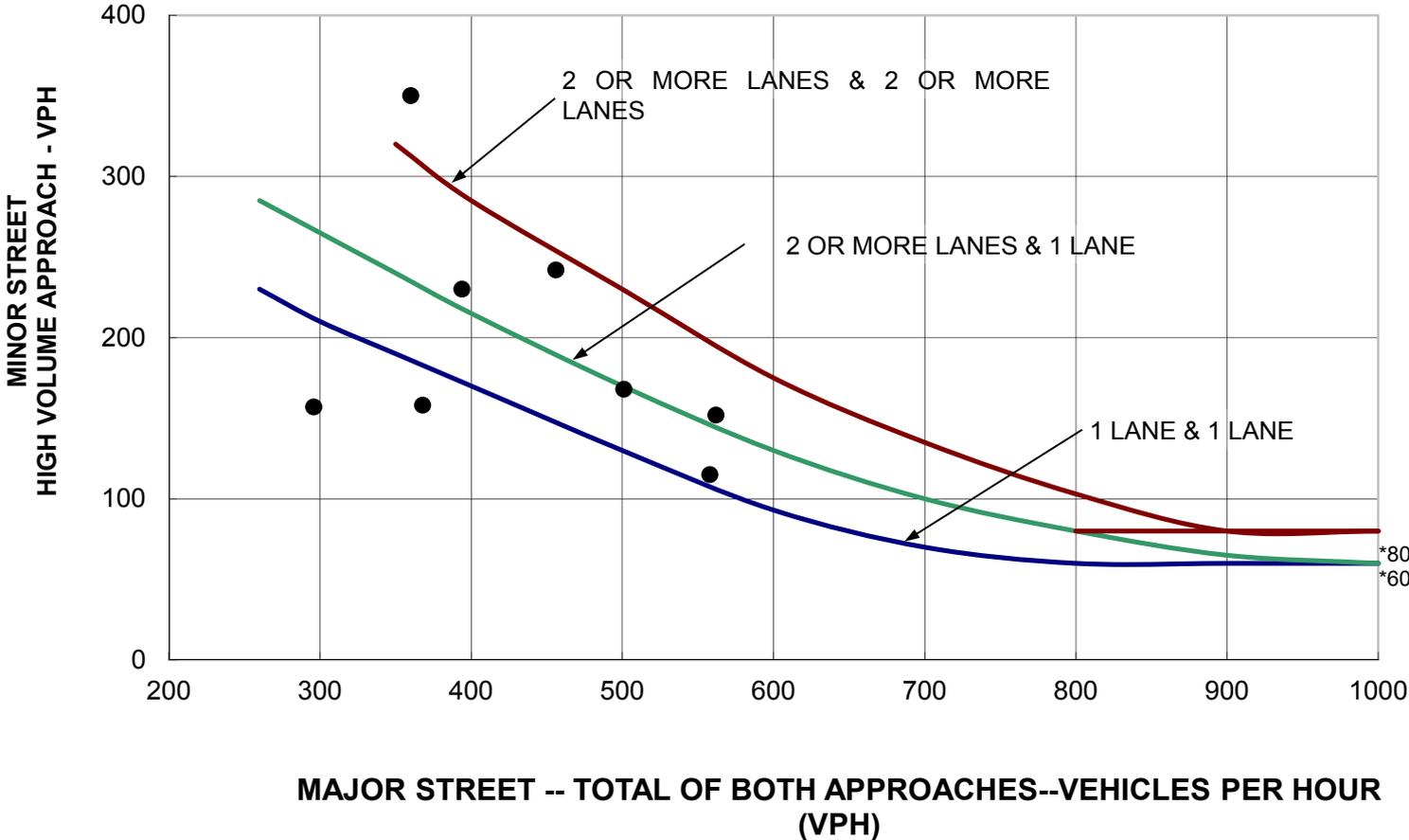
- #1 - Eight Hour Warrant
- #2 - Four Hour Warrant
- #7 - Crash Warrant



# Eight Hour Warrant

End Hour	Lohman Ford Road (Total of Both Approaches)	Boggy Ford Road/Shoreline Ranch Drive (Higher Volume Approach)
7:00	360	350
8:00	368	242
9:00	296	230
10:00	306	196
11:00	282	169
12:00	334	166
13:00	346	157
14:00	394	158
15:00	456	162
16:00	501	168
17:00	562	152
18:00	558	115
19:00	336	88

# Four Hour Warrant



# Crash Warrant

Year	Number of Crashes
2012	3
2013	3
2014	2
2015	1

**THANK YOU**  
**for your attention**



**any questions?**  
**[cjumper@emailatg.com](mailto:cjumper@emailatg.com)**



# Lohman Ford Road and Boggy Ford Road/Shoreline Ranch Drive

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## TRAFFIC SIGNAL WARRANT AND LABOR DAY ANALYSIS

September 2015; Updated February 2016

Prepared for:  
Walker Partners

# Lohman Ford Road and Boggy Ford Road/Shoreline Ranch Drive

## TRAFFIC SIGNAL WARRANT AND LABOR DAY ANALYSIS

September 2015; Updated February 2016

Prepared for:  
Walker Partners



Handwritten signature of Clinton D. Jumper in blue ink.

2/4/2016

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## OVERVIEW

Alliance Transportation Group, Inc. has been retained to conduct a traffic signal warrant analysis for the Lohman Ford Road at the Boggy Ford Road/Shoreline Ranch Drive intersection in Travis County, Texas.

Lohman Ford Road at Boggy Ford Road/Shoreline Ranch Drive is a four-legged intersection. Lohman Ford Road is considered the major street, while Boggy Ford Road/Shoreline Ranch Drive is considered the minor street. Lohman Ford Road is a northwest/southeast roadway. The northwest approach has a single lane for all movements with a posted speed limit of 45 mph. The southeast approach has a 125-foot right-turn lane and a shared left-through lane with a posted speed limit of 50 mph. Boggy Ford Road/Shoreline Ranch Drive has a single lane for all movements at the northeastbound approach with a posted speed limit of 40 mph at this approach. Shoreline Ranch Drive has a shared left-through lane and 100-foot right-turn bay for the southwestbound approach, with a posted speed limit of 30 mph.

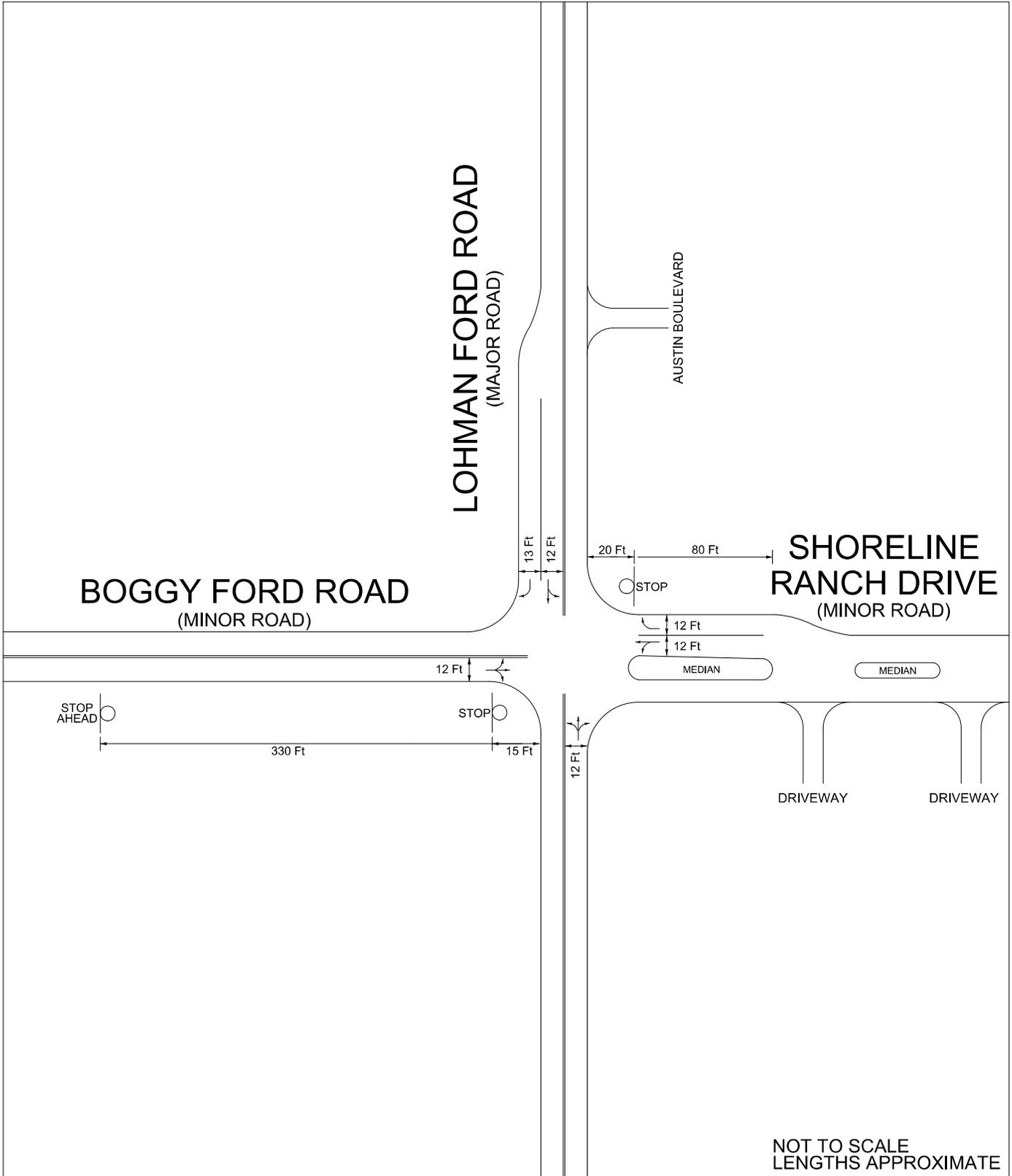
This signal warrant study was conducted in accordance with Chapter 4C of the Texas Manual on Uniform Traffic Control Devices (TMUTCD)<sup>(1)</sup>. As stated in the TMUTCD, traffic control signals should not be installed unless one or more of the signal warrants are met.

Warrants 1, 2, and 7 are applicable at the Lohman Ford Road and Boggy Ford Road/Shoreline Ranch Drive intersection. Warrant 2 was met at the Lohman Ford Road and Boggy Ford Road/Shoreline Ranch Drive intersection. A discussion of the warrants, analysis, and results of the analysis are presented in the following sections.

## EXISTING CONDITIONS

Lohman Ford Road at Boggy Ford Road/Shoreline Ranch Drive is a two-way, stop-controlled intersection, with approaches at Boggy Ford Road/Shoreline Ranch Drive being stop-controlled. **Figure 1** shows an overview of the geometric configuration, sign locations, and driveways in the vicinity of the intersection.

A thorough site investigation was conducted. Intersection photos are presented in **Appendix C**.

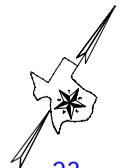


**LEGEND**

 EXISTING SIGN

**FIGURE 1**  
**EXISTING CONDITION**

**LOHMAN FORD ROAD**  
**& BOGGY FORD ROAD**



## SIGNAL WARRANT ANALYSIS

As noted in Chapter 4C in the TMUTCD, a traffic control signal should not be installed unless one or more of the factors described in this chapter are met. Further, a traffic control signal should not be installed unless an engineering study indicates that installing a traffic control signal will improve the overall safety and/or operation of the intersection. A traffic control signal should not be installed if it will seriously disrupt progressive traffic flow. A study to determine whether warrants are satisfied should consider the effects of the right-turn vehicles from the minor-street approaches. Engineering judgment should be used to determine what, if any, portion of the right-turn traffic is subtracted from the minor-street traffic count when evaluating the traffic data against the signal warrants. Traffic data was collected at the respective study intersections in September 2015. Traffic count data is provided in **Appendix A**. This traffic data was then compared with the requirements set forth in the TMUTCD to determine whether traffic signals are warranted at the study intersections.

Analysis is based on the nine warrants set forth in the TMUTCD. These warrants are shown below:

- ▶ Warrant 1: Eight-Hour Vehicular Volume
- ▶ Warrant 2: Four-Hour Vehicular Volume
- ▶ Warrant 3: Peak-Hour
- ▶ Warrant 4: Pedestrian Volume
- ▶ Warrant 5: School Crossing
- ▶ Warrant 6: Coordinated Signal System
- ▶ Warrant 7: Crash Experience
- ▶ Warrant 8: Roadway Network
- ▶ Warrant 9: Intersection Near a Grade Crossing

The TMUTCD allows for reductions in the volumes required for satisfying warrants 1, 2, 3, and 4 if the major street speed is greater than 40 mph or when the intersection lies within the built-up area of an isolated community having a population of less than 10,000. The following provides a description of each warrant and an assessment of its applicability to the study intersections.

### WARRANT 1, EIGHT-HOUR VEHICULAR VOLUME

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The Minimum Vehicular Volume, Condition A, is intended for application at locations where a large volume of intersecting traffic is the principal reason to consider installing a traffic control signal.

The Interruption of Continuous Traffic, Condition B, is intended for application at locations where Condition A is not satisfied and where the traffic volume on a major street is so heavy that traffic on a minor intersecting street suffers excessive delay or conflict in entering or crossing the major street.

It is intended that Warrant 1 be treated as a single warrant. If Condition A is satisfied, then the criterion for Warrant 1 is satisfied and analyses of Condition B and the combination of Conditions A and B are not needed. Similarly, if Condition B is satisfied, then the criterion for Warrant 1 is satisfied and the combination of Conditions A and B is not needed.

The need for a traffic control signal shall be considered if an engineering study finds that one of the following conditions exist for each of any 8 hours of an average day:

- A. The vehicles per hour given in both of the 100 percent columns of Condition A in TMUTCD Table 4C-1 (**Figure 2**) exist on the major-street and the higher-volume minor-street approaches, respectively, to the intersection; or
- B. The vehicles per hour given in both of the 100 percent columns of Condition B in TMUTCD Table 4C-1 (**Figure 2**) exist on the major-street and the higher-volume minor-street approaches, respectively, to the intersection.

When applying each condition, the major-street and minor-street volumes shall be for the same 8 hours. On the minor street, the higher volume shall not be required to be on the same approach during each of these 8 hours.

If the posted or statutory speed limit or the 85th-percentile speed on the major street exceeds 40 mph or if the intersection lies within the built-up area of an isolated community having a population of less than 10,000, then the traffic volumes in the 70 percent columns in TMUTCD Table 4C-1 may be used in place of the 100 percent columns.

The combination of Conditions A and B is intended for application at locations where Condition A is not satisfied and Condition B is not satisfied and should be applied only after an adequate trial of other alternatives that could cause less delay and inconvenience to traffic has failed to solve the traffic problems.

The need for a traffic control signal shall be considered if an engineering study finds that both of the following conditions exist for each of any 8 hours of an average day:

- A. The vehicles per hour given in both of the 80 percent columns of Condition A in TMUTCD Table 4C-1 (**Figure 2**) exist on the major-street and the higher-volume minor-street approaches, respectively, to the intersection; and
- B. The vehicles per hour given in both of the 80 percent columns of Condition B in TMUTCD Table 4C-1 (**Figure 2**) exist on the major-street and the higher-volume minor-street approaches, respectively, to the intersection.

These major-street and minor-street volumes shall be for the same 8 hours for each condition; however, the 8 hours satisfied in Condition A shall not be required to be the same 8 hours satisfied in Condition B. On the minor street, the higher volume shall not be required to be on the same approach during each of the 8 hours.

If the posted or statutory speed limit or the 85th-percentile speed on the major street exceeds 40 mph or if the intersection lies within the built-up area of an isolated community having a population of less than 10,000, then the traffic volumes in the 56 percent columns in TMUTCD Table 4C-1 may be used in place of the 80 percent columns.

Figure 2: TMUTCD Table 4C-1 Warrant 1 Volumes

Condition A—Minimum Vehicular Volume									
Number of lanes for moving traffic on each approach		Vehicles per hour on major street (total of both approaches)				Vehicles per hour on higher-volume minor-street approach (one direction only)			
Major Street	Minor Street	100% <sup>a</sup>	80% <sup>b</sup>	70% <sup>c</sup>	56% <sup>d</sup>	100% <sup>a</sup>	80% <sup>b</sup>	70% <sup>c</sup>	56% <sup>d</sup>
1	1	500	400	350	280	150	120	105	84
2 or more	1	600	480	420	336	150	120	105	84
2 or more	2 or more	600	480	420	336	200	160	140	112
1	2 or more	500	400	350	280	200	160	140	112

Condition B—Interruption of Continuous Traffic									
Number of lanes for moving traffic on each approach		Vehicles per hour on major street (total of both approaches)				Vehicles per hour on higher-volume minor-street approach (one direction only)			
Major Street	Minor Street	100% <sup>a</sup>	80% <sup>b</sup>	70% <sup>c</sup>	56% <sup>d</sup>	100% <sup>a</sup>	80% <sup>b</sup>	70% <sup>c</sup>	56% <sup>d</sup>
1	1	750	600	525	420	75	60	53	42
2 or more	1	900	720	630	504	75	60	53	42
2 or more	2 or more	900	720	630	504	100	80	70	56
1	2 or more	750	600	525	420	100	80	70	56

<sup>a</sup> Basic minimum hourly volume  
<sup>b</sup> Used for combination of Conditions A and B after adequate trial of other remedial measures  
<sup>c</sup> May be used when the major-street speed exceeds 40 mph or in an isolated community with a population of less than 10,000  
<sup>d</sup> May be used for combination of Conditions A and B after adequate trial of other remedial measures when the major-street speed exceeds 40 mph or in an isolated community with a population of less than 10,000

This warrant is applicable at the study intersection and will be discussed further in this report.

## WARRANT 2, FOUR-HOUR VEHICULAR VOLUME

The Four-Hour Vehicular Volume signal warrant conditions are intended to be applied where the volume of intersecting traffic is the principal reason to consider installing a traffic control signal.

The need for a traffic control signal shall be considered if an engineering study finds that, for each of any 4 hours of an average day, the plotted points representing the vehicles per hour on the major street (total of both approaches) and the corresponding vehicles per hour on the higher-volume minor-street approach (one direction only) all fall above the applicable curve in TMUTCD Figure 4C-1 for the existing combination of approach lanes. On the minor street, the higher volume shall not be required to be on the same approach during each of these 4 hours.

If the posted or statutory speed limit or the 85th-percentile speed on the major street exceeds 40 mph or if the intersection lies within the built-up area of an isolated community having a population of less than 10,000, then TMUTCD Figure 4C-2 may be used in place of TMUTCD Figure 4C-1.

This warrant is applicable at the study intersection and will be discussed further in this report.

## WARRANT 3, PEAK HOUR

The Peak Hour signal warrant is intended for use at a location where traffic conditions are such that for a minimum of 1 hour of an average day the minor-street traffic suffers undue delay when entering or crossing the major street.

This signal warrant shall be applied only in unusual cases, such as office complexes, manufacturing plants, industrial complexes, or high-occupancy vehicle facilities that attract or discharge large numbers of vehicles over a short time.

The need for a traffic control signal shall be considered if an engineering study finds that the criteria in either of the following two categories are met:

- A. If all three of the following conditions exist for the same 1 hour (any four consecutive 15-minute periods) of an average day:
  - 1. The total stopped time delay experienced by the traffic on one minor-street approach (one direction only) controlled by a STOP sign equals or exceeds: 4 vehicle-hours for a one-lane approach; or 5 vehicle-hours for a two-lane approach, and
  - 2. The volume on the same minor-street approach (one direction only) equals or exceeds 100 vehicles per hour for one moving lane of traffic or 150 vehicles per hour for two moving lanes, and
  - 3. The total entering volume serviced during the hour equals or exceeds 650 vehicles per hour for intersections with three approaches or 800 vehicles per hour for intersections with four or more approaches.
- B. The plotted point representing the vehicles per hour on the major street (total of both approaches) and the corresponding vehicles per hour on the higher-volume minor-street approach (one direction only) for 1 hour (any four consecutive 15-minute periods) of an average day falls above the applicable curve in TMUTCD Figure 4C-3 for the existing combination of approach lanes.

If the posted or statutory speed limit or the 85th-percentile speed on the major street exceeds 40 mph or if the intersection lies within the built-up area of an isolated community having a population of less than 10,000, then TMUTCD Figure 4C-4 may be used in place of TMUTCD Figure 4C-3 to satisfy the criteria in the second category of the Standard.

**This warrant is not applicable at the study intersection.**

## WARRANT 4, PEDESTRIAN VOLUME

---

The Pedestrian Volume signal warrant is intended for application where the traffic volume on a major street is so heavy that pedestrians experience excessive delay in crossing the major street.

The need for a traffic control signal at an intersection or midblock crossing shall be considered if an engineering study finds that both of the following criteria is met:

- A. For each of any hours of an average day, the plotted points representing the vehicles per hour on the major street (total of both approaches) and the corresponding per hour crossing the major street (total of all crossings) all fall above the curve in Figure 4C-5; or
- B. For 1 hour (any four consecutive 15-minute periods) of an average day, the plotted point representing the vehicles per hour on a major street (total of both approaches) and the corresponding pedestrians per hour crossing the major street (total of all crossings) falls above the curve in Figure 4C-7.

The Pedestrian Volume signal warrant shall not be applied at locations where the distance to the nearest traffic control signal or STOP sign controlling the street that pedestrians desire to cross is less than 300 feet, unless the proposed traffic control signal will not restrict the progressive movement of traffic.

If this warrant is met and a traffic control signal is justified by an engineering study, the traffic control signal shall be equipped with pedestrian signal heads conforming to requirements set forth in Chapter 4E.

If this warrant is met and a traffic control signal is justified by an engineering study, then:

- A. If it is installed at an intersection or major driveway location, the traffic control signal should also control the minor-street or driveway traffic, should be traffic-actuated, and should include pedestrian detection.
- B. If it is installed at a non-intersection crossing, the traffic control signal should be installed at least 100 feet from side streets or driveways that are controlled by STOP or YIELD signs, and should be pedestrian-actuated. If the traffic control signal is at a non-intersection crossing, at least one of the signal faces should be traveled way of approach, parking and other sight obstructions should be prohibited for at least 100 feet in advance of and at least 20 feet beyond the crosswalk or site accommodations should be made through curb extensions or other techniques to provide adequate sight distance, and the installation should be included suitable standard signs and pavement markings.
- C. Furthermore, if it is installed within signal system, the traffic control signal should be coordinated.

The criterion for the pedestrian volume crossing the major roadway may be reduced as much as 50 percent if the 15<sup>th</sup> percentile crossing speed pedestrians is less than 3.5 feet per second.

A traffic control signal may not be needed at the study location if adjacent coordinated traffic control signals consistently provide gaps of adequate length for pedestrians to cross the street.

**This warrant is not applicable at the study intersection.**

## WARRANT 5, SCHOOL CROSSING

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The School Crossing signal warrant is intended for application where the fact that school children cross the major street is the principal reason to consider installing a traffic control signal. For the purposes of this warrant, the word “school children” includes high school students.

The need for a traffic control signal shall be considered when an engineering study of the frequency and adequacy of gaps in the vehicular traffic stream as related to the number and size of groups of school children at an established school crossing across the major street shows that the number of adequate gaps in the traffic stream during the period when the children are using the crossing is less than the number of minutes in the same period (see Section 7A.03) and there are a minimum of 20 students during the highest crossing hour.

Before a decision is made to install a traffic control signal, consideration shall be given to the implementation of other remedial measures, such as warning signs and flashers, school speed zones, school crossing guards, or a grade separated crossing.

The School Crossing signal warrant shall not be applied at locations where the distance to the nearest traffic control signal along the major street is less than 300 feet, unless the proposed traffic signal control will not restrict the progressive movement of traffic.

If this warrant is met and a traffic control signal is justified by an engineering study, then:

- A. If at an intersection, the traffic control signal should be traffic-actuated and should include pedestrian detectors.
- B. If at a non-intersection crossing, the traffic control signal should be pedestrian actuated, parking and other sight obstructions should be prohibited for at least 100 feet in advance of and at least 20 feet beyond the crosswalk, and the installation should include suitable standard signs and pavement markings.
- C. Furthermore, if installed within a signal system, the traffic control signal should be coordinated.

**This warrant is not applicable at the study intersection.**

## WARRANT 6, COORDINATED SIGNAL SYSTEM

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Progressive movement in a coordinated signal system sometimes necessitates installing traffic control signals at intersections where they would not otherwise be needed in order to maintain proper platooning of vehicles.

The need for a traffic control signal shall be considered if an engineering study finds that one of the following criteria is met”

- A. On a one-way street or a street that has traffic predominantly in one direction, the adjacent traffic control signals are so far apart that they do not provide the necessary degree of vehicular platooning.
- B. On a two-way street, adjacent traffic control signals do not provide the necessary degree of platooning and the proposed and adjacent traffic control signals will collectively provide a progressive operation.

The Coordinated Signal System signal warrant should not be applied where the resultant spacing of traffic control signals would be less than 1,000 feet.

**This warrant is not applicable at the study intersection.**

## WARRANT 7, CRASH EXPERIENCE

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The Crash Experience signal warrant conditions are intended for application where the severity and frequency of crashes are the principal reasons to consider installing a traffic control signal.

The need for a traffic control signal shall be considered if an engineering study finds that all of the following criteria are met:

- A. Adequate trial of alternatives with satisfactory observance and enforcement has failed to reduce the crash frequency; and
- B. Five or more reported crashes, of types susceptible to correction by a traffic control signal, have occurred within a 12-month period, each crash involving personal injury or property damage apparently exceeding the applicable requirements for a reportable crash; and
- C. For each of any 8 hours of an average day, the vehicles per hour (vph) given in both of the 80 percent columns of Condition A in TMUTCD Table 4C-1, or the vph in both of the 80 percent columns of Condition B in TMUTCD Table 4C-1 exists on the major-street and the higher-volume minor-street approach, respectively, to the intersection, or the volume of pedestrian traffic is not less than 80 percent of the requirements specified in the Pedestrian Volume warrant. These major-street and minor-street volumes shall be for the same 8 hours. On the minor street, the higher volume shall not be required to be on the same approach during each of the 8 hours.

If the posted or statutory speed limit or the 85th-percentile speed on the major street exceeds 40 mph or if the intersection lies within the built-up area of an isolated community having a population of less than 10,000, then the traffic volumes in the 56 percent columns in TMUTCD Table 4C-1 may be used in place of the 80 percent columns.

**This warrant is applicable at the study intersection and will be discussed further in this report.**

## WARRANT 8, ROADWAY NETWORK

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Installing a traffic control signal at some intersections might be justified to encourage concentration and organization of traffic flow on a roadway network.

The need for a traffic control signal shall be considered if an engineering study finds that the common intersection of two or more major routes meets one or both of the following conditions:

- A. The intersection has a total existing, or immediately projected, entering volume of at least 1,000 vehicles per hour during the peak hour of a typical weekday and has 5-year projected traffic volumes, based on an engineering study, that meet one or more of Warrants 1, 2, and 3 during an average weekday; or
- B. The intersection has a total existing or immediately projected entering volume of at least 1,000 vehicles per hour for each of any 5 hours of a non-normal business day (Saturday or Sunday).

A major route as used in this signal warrant shall have one or more of the following characteristics:

- A. It is part of the street or highway system that serves as the principal roadway network for through traffic flow; or
- B. It includes rural or suburban highways outside, entering, or traversing a City; or
- C. It appears as a major route on an official plan, such as a major street plan in an urban area traffic and transportation study; or
- D. It connects areas of principal traffic generation; or
- E. It has surface street freeway or expressway ramp terminals.

**This warrant is not applicable at the study intersection.**

## WARRANT 9, INTERSECTION NEAR A GRADE CROSSING

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The Intersection Near a Grade Crossing signal warrant is intended for use at a location where none of the conditions described in the other eight traffic signal warrants are met, but the proximity to the intersection of a grade crossing on an intersection approach controlled by a STOP or YIELD sign is the principal reason to consider installing a traffic control signal.

This signal warrant should be applied only after adequate consideration has been given to other alternatives or after a trial of an alternative has failed to alleviate the safety concerns associated with the grade crossing. Among the alternatives that should be considered or tried are:

- A. Providing additional pavement that would enable vehicles to clear the track or that would provide space for an evasive maneuver, or
- B. Reassigning the stop controls at the intersection to make the approach across the track a non-stopping approach.

The need for a traffic control signal shall be considered if an engineering study finds that both of the following criteria are met:

- A. A grade crossing exists on an approach controlled by a STOP or YIELD sign and the center of the track nearest to the intersection is within 140 feet of the stop line or yield line on the approach; and
- B. During the highest traffic volume hour during which rail traffic uses the crossing, the plotted point representing the vehicles per hour on the major street (total of both approaches) and the corresponding vehicles per hour on the minor-street approach that crosses the track (one direction only, approaching the intersection) falls above the

applicable curve in Figure 4C-9 or 4C-10 for the existing combination of approach lanes over the track and the distance D, which is the clear storage distance as defined in Section 1A.13.

The following considerations apply when plotting the traffic volume data on Figure 4C-9 or 4C-10:

- A. Figure 4C-9 should be used if there is only one lane approaching the intersection at the track crossing location and Figure 4C-10 should be used if there are two or more lanes approaching the intersection at the track crossing location.
- B. After determining the actual distance D, the curve for the distance D that is nearest to the actual distance D should be used. For example, if the actual distance D is 95 feet, the plotted point should be compared to the curve for D = 90 feet.
- C. If the rail traffic arrival times are unknown, the highest traffic volume hour of the day should be used.

The minor-street approach volume may be multiplied by up to three adjustment factors as provided in the following paragraphs.

Because the curves are based on an average of four occurrences of rail traffic per day, the vehicles per hour on the minor-street approach may be multiplied by the adjustment factor shown in Table 4C-2 for the appropriate number of occurrences of rail traffic per day.

Because the curves are based on typical vehicle occupancy, if at least 2% of the vehicles crossing the track are buses carrying at least 20 people, the vehicles per hour on the minor-street approach may be multiplied by the adjustment factor shown in Table 4C-3 for the appropriate percentage of high-occupancy buses.

Because the curves are based on tractor-trailer trucks comprising 10% of the vehicles crossing the track, the vehicles per hour on the minor-street approach may be multiplied by the adjustment factor shown in Table 4C-4 for the appropriate distance and percentage of tractor-trailer trucks.

If this warrant is met and a traffic control signal at the intersection is justified by an engineering study, then:

- A. The traffic control signal shall have actuation on the minor street;
- B. Preemption control shall be provided in accordance with Sections 4D.27, 8C.09, and 8C.10 and
- C. The grade crossing shall have flashing-light signals

**This warrant is not applicable at the study intersection.**

## ANALYSIS OF WARRANTS

As noted in the prior discussion, Warrants 1, 2, and 7 are applicable at the study intersection and will be discussed in more detail in the following paragraphs.

Existing traffic data for the Lohman Ford Road and Boggy Ford Road/Shoreline Ranch Drive is summarized in **Table 1**. The intersection approach counts were obtained in September 2015 and are included in **Appendix A**.

**Table 1: Approach Counts**

End Hour	Lohman Ford Road (Total of Both Approaches)	Boggy Ford Road/Shoreline Ranch Drive (Higher Volume Approach)
7:00	360	350
8:00	368	242
9:00	296	230
10:00	306	196
11:00	282	169
12:00	334	166
13:00	346	157
14:00	394	158
15:00	456	162
16:00	501	168
17:00	562	152
18:00	558	115
19:00	336	88

The speed limit on Lohman Ford Road is greater than 40 mph. Therefore, the 70% values, respectively, in the MUTCD can be used as the criteria for determination of satisfying Condition A and Condition B under Warrant 1.

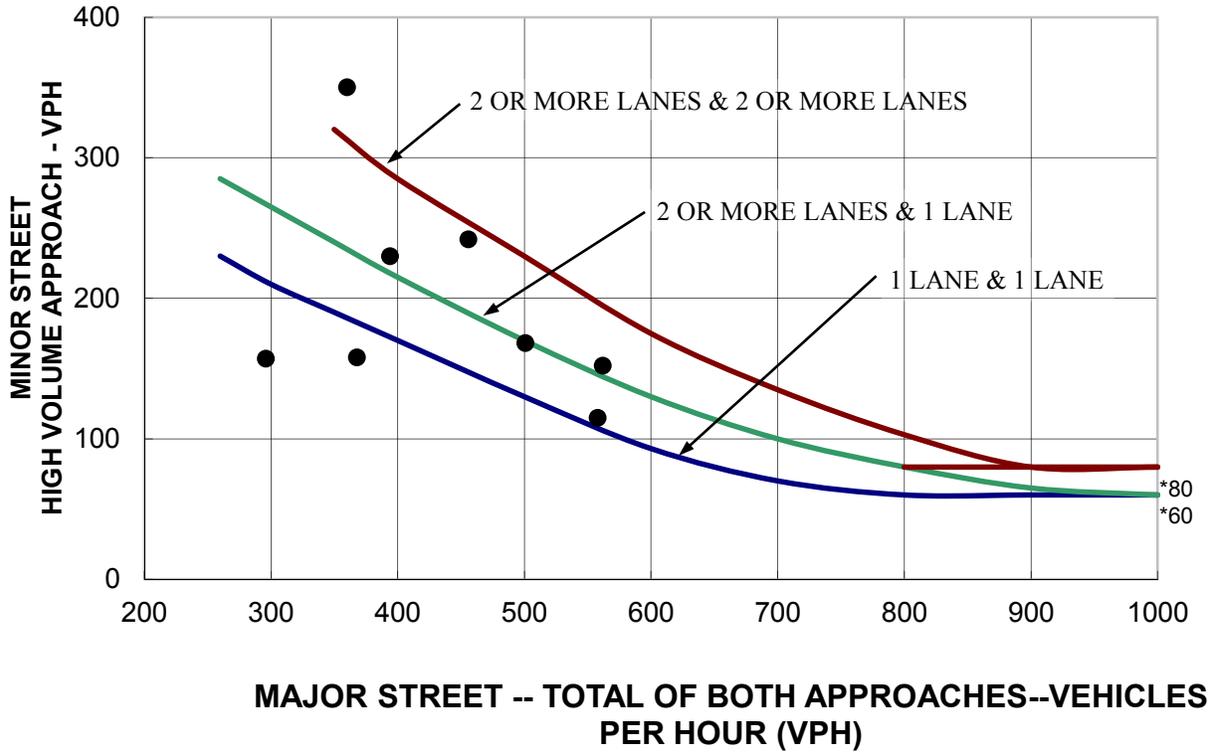
To satisfy the criteria in Warrant 1 – Condition A, eight hours of an average day must have more than 350 vehicles per hour on the major street and 105 vehicles per hour on the minor street. As noted in **Table 1**, there are 7 hours which satisfy the major street volume requirements and 12 hours which satisfy the minor street volume requirements.

To satisfy the criteria in Warrant 1 – Condition B, eight hours of an average day must have more than 525 vehicles per hour on the major street and 53 vehicles per hour on the minor street. As noted in **Table 1**, there are 2 hours which satisfy the major street volume requirements and 13 hours which satisfy the minor street volume requirements.

**Thus warrant 1 is not satisfied at the intersection.**

The evaluation of Warrant 2 (Four Hour Volumes) for this intersection utilizes Figure 4C-2 from the TMUTCD. Figure 4C-2 can be used for analysis due to Lohman Ford Road’s speed limit being greater than 50 mph. Data points showing the combination of major and minor street volumes are shown in **Figure 3**.

**Figure 3: TMUTCD Table 4C-2 Warrant 2**



As indicated in the above figure, six points are above the applicable curve (1 lane & 1 lane), therefore, Warrant 2 is satisfied at the intersection.

Crash data was obtained from the City of Lago Vista. The number of crashes from 2012-2015 are reported in **Table 2**.

**Table 2: Collision Data 2012-2015**

Year	Number of Crashes
2012	3
2013	3
2014	2
2015	1

As indicated by Table 2 above, no year had more than 5 crashes, therefore, Warrant 7 is not satisfied at the intersection.

## LABOR DAY STUDY

The intersection of Lohman Ford Road and Boggy Ford Road/Shoreline Ranch Drive was evaluated during Labor Day Weekend. Turning movement counts were collected on September 7<sup>th</sup>, 2015, and included in **Appendix A**. Field observations were also made to determine traffic impacts during the holiday. **Table 3** shows the level of service for the intersection during a typical day versus during Labor Day.

**Table 3: Labor Day Weekend Level of Service and Delay**

Intersection	Performance Measure	Typical Weekday		Labor Day
		AM	PM	Peak Hour
Lohman Ford Road and Boggy Ford Road/Shoreline Ranch Drive	LOS	B	A	A
	Delay (s)	11.4	3.2	8.3

As shown in **Table 3**, the intersection of Lohman Ford Road and Boggy Ford Road/Shoreline Ranch Drive was operating at an acceptable level of service on Labor Day. The Labor Day peak hour was 11:00 AM to 12:00 PM.

The following field observations were noted at the Lohman Ford Road and Boggy Ford Road/Shoreline Ranch Drive intersections:

- Largest queue observed was 4 vehicles
- Vehicles turning from southbound to westbound blocked the site distance for vehicles wanting to turn onto Lohman Ford Road.
- Vehicles seemed to be traveling faster than the posted speed limit
- The traffic signal at Lohman Ford and FM 1431 creates a platooning effect at Lohman Ford and Boggy Ford Road/Shoreline Ranch Road, meaning that the cars that get through the signal at FM 1431 go through the Boggy Ford/Shoreline Ranch Road intersection together. This creates a brief period where there are no gaps for vehicles to turn onto Lohman Ford from Boggy Ford/Shoreline Ranch Road.

## CONCLUSIONS

The intersection of Lohman Ford Road and Boggy Ford Road/Shoreline Ranch Drive has been evaluated against the criteria contained in the Texas Manual on Uniform Control Devices to determine if a traffic signal would be warranted at the intersection. Based on the analysis of the traffic data collected in September 2015, the intersection of Lohman Ford Road and Boggy Ford Road/Shoreline Ranch Drive satisfies applicable Warrant 2 (Four Hour) criteria for signalization.

## REFERENCES

1. "Manual on Uniform Traffic Control Devices," Federal Highway Administration, 2011.
2. "Synchro", Trafficware Corporation, Sugarland, Texas 2005.

# APPENDIX A – Traffic Counts

**Study Name** Lohman Ford Rd at Boggy Ford Rd (MON)  
**Start Date** Monday, September 07, 2015 6:00 AM  
**End Date** Monday, September 07, 2015 8:00 PM  
**Site Code**

## Road Volumes

TMV Interval	Movement Southbound				Southbound Tc				Westbound				Westbound To				Northbound				Northbound Tc				Eastbound				Eastbound To				Grand Total
	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R	U					
9/7/2015 6:00	0	2	0	0	2	0	0	0	0	0	0	0	4	0	0	0	4	0	0	0	11	0	0	0	11	0	0	0	17				
9/7/2015 6:15	0	2	4	0	6	0	0	0	0	0	0	0	3	0	0	0	3	8	0	0	0	0	0	0	8	0	0	0	17				
9/7/2015 6:30	0	1	1	0	2	0	0	0	0	0	0	1	5	0	0	6	10	0	0	0	10	0	0	0	10	0	0	0	18				
9/7/2015 6:45	1	5	5	0	11	0	2	0	0	2	0	6	0	0	6	10	0	0	0	10	0	0	0	10	0	0	0	29					
9/7/2015 7:00	0	2	6	0	8	0	0	0	0	0	0	4	0	0	4	15	0	0	0	15	0	0	0	15	0	0	0	27					
9/7/2015 7:15	0	6	8	0	14	0	0	2	0	2	0	9	0	0	9	16	0	0	0	16	0	0	0	16	0	0	0	41					
9/7/2015 7:30	0	7	12	0	19	0	0	0	0	0	0	8	0	0	8	15	0	0	0	15	0	0	0	15	0	0	0	42					
9/7/2015 7:45	1	7	16	0	24	1	0	1	0	2	1	14	0	0	15	23	1	2	0	26	1	2	0	26	1	2	0	67					
9/7/2015 8:00	0	9	12	0	21	0	2	0	0	2	2	12	0	0	14	21	0	4	0	25	0	4	0	25	0	4	0	62					
9/7/2015 8:15	1	9	5	0	15	0	1	0	0	1	1	18	0	0	19	27	1	3	0	31	1	3	0	31	1	3	0	66					
9/7/2015 8:30	1	14	16	0	31	0	0	0	0	0	0	18	0	0	18	31	0	1	0	32	0	1	0	32	0	1	0	81					
9/7/2015 8:45	1	11	15	0	27	0	0	1	0	1	1	26	0	0	27	28	0	1	0	29	0	1	0	29	0	1	0	84					
9/7/2015 9:00	2	12	20	0	34	0	1	0	0	1	3	21	0	0	24	36	1	4	0	41	1	4	0	41	1	4	0	100					
9/7/2015 9:15	1	13	19	0	33	0	1	2	0	3	0	18	0	0	18	45	0	4	0	49	0	4	0	49	0	4	0	103					
9/7/2015 9:30	3	10	24	0	37	0	0	3	0	3	5	26	0	0	31	35	0	1	0	36	0	1	0	36	0	1	0	107					
9/7/2015 9:45	0	13	30	0	43	0	1	2	0	3	2	35	0	0	37	61	0	1	0	62	0	1	0	62	0	1	0	145					
9/7/2015 10:00	1	10	25	0	36	0	0	0	0	0	0	27	0	0	27	61	1	7	0	69	1	7	0	69	1	7	0	132					
9/7/2015 10:15	3	19	34	0	56	0	1	8	0	9	5	35	0	0	40	52	1	1	0	54	1	1	0	54	1	1	0	159					
9/7/2015 10:30	3	18	32	0	53	0	0	2	0	2	5	54	0	0	59	77	0	4	0	81	0	4	0	81	0	4	0	195					
9/7/2015 10:45	1	22	33	0	56	1	0	2	0	3	4	36	1	0	41	58	1	3	0	62	1	3	0	62	1	3	0	162					
9/7/2015 11:00	3	19	32	0	54	1	1	4	0	6	0	36	1	0	37	59	2	6	0	67	2	6	0	67	2	6	0	164					
9/7/2015 11:15	3	17	30	0	50	0	1	9	1	11	5	51	0	0	56	69	1	4	0	74	1	4	0	74	1	4	0	191					
9/7/2015 11:30	0	35	26	0	61	0	0	2	0	2	5	54	0	0	59	68	1	2	0	71	1	2	0	71	1	2	0	193					
9/7/2015 11:45	3	25	38	0	66	0	0	0	0	0	2	36	0	0	38	58	0	3	0	61	0	3	0	61	0	3	0	165					
9/7/2015 12:00	0	27	28	0	55	0	0	3	0	3	1	46	0	0	47	57	0	0	0	57	0	0	0	57	0	0	0	162					
9/7/2015 12:15	0	24	39	0	63	0	1	2	0	3	1	37	0	0	38	59	1	7	0	67	1	7	0	67	1	7	0	171					
9/7/2015 12:30	3	17	46	0	66	0	1	0	0	1	2	38	0	0	40	41	0	2	1	44	0	2	1	44	0	2	1	151					
9/7/2015 12:45	1	28	46	0	75	0	0	1	0	1	6	34	0	0	40	57	1	4	0	62	1	4	0	62	1	4	0	178					
9/7/2015 13:00	0	23	45	0	68	0	0	0	0	0	2	33	0	0	35	48	0	1	0	49	0	1	0	49	0	1	0	152					
9/7/2015 13:15	1	31	50	0	82	0	3	1	0	4	2	42	1	0	45	51	1	6	0	58	1	6	0	58	1	6	0	189					
9/7/2015 13:30	0	24	30	0	54	0	0	5	0	5	3	32	0	0	35	45	1	1	0	47	1	1	0	47	1	1	0	141					
9/7/2015 13:45	0	27	37	0	64	0	1	4	0	5	4	25	0	0	29	48	0	3	0	51	0	3	0	51	0	3	0	149					
9/7/2015 14:00	1	31	38	0	70	0	1	0	0	1	5	43	0	0	48	48	1	4	0	53	1	4	0	53	1	4	0	172					
9/7/2015 14:15	0	34	43	0	77	0	2	1	0	3	3	31	1	0	35	32	0	3	0	35	0	3	0	35	0	3	0	150					
9/7/2015 14:30	2	26	37	0	65	1	1	3	0	5	1	26	0	0	27	41	1	1	0	43	1	1	0	43	1	1	0	140					
9/7/2015 14:45	0	23	40	0	63	0	0	1	0	1	5	32	0	0	37	42	0	3	0	45	0	3	0	45	0	3	0	146					
9/7/2015 15:00	3	29	46	0	78	1	0	3	0	4	4	26	0	0	30	38	2	1	0	41	2	1	0	41	2	1	0	153					
9/7/2015 15:15	1	34	44	0	79	0	1	1	0	2	0	30	0	0	30	53	0	2	0	55	0	2	0	55	0	2	0	166					
9/7/2015 15:30	1	22	49	0	72	0	0	3	0	3	2	44	0	0	46	46	0	0	0	46	0	0	0	46	0	0	0	167					
9/7/2015 15:45	4	25	51	0	80	0	0	0	0	0	0	25	0	0	25	44	2	1	0	47	2	1	0	47	2	1	0	152					
9/7/2015 16:00	3	21	50	0	74	0	1	7	0	8	1	25	2	0	28	46	1	3	0	50	1	3	0	50	1	3	0	160					
9/7/2015 16:15	0	32	47	0	79	1	2	2	0	5	2	25	2	0	29	35	0	3	0	38	0	3	0	38	0	3	0	151					
9/7/2015 16:30	0	26	38	0	64	0	0	1	0	1	1	22	0	0	23	39	0	3	0	42	0	3	0	42	0	3	0	130					
9/7/2015 16:45	3	20	32	0	55	0	0	0	0	0	1	35	0	0	36	43	1	2	0	46	1	2	0	46	1	2	0	137					
9/7/2015 17:00	0	21	39	0	60	1	0	4	0	5	4	23	0	0	27	33	0	4	0	37	0	4	0	37	0	4	0	129					
9/7/2015 17:15	2	20	34	0	56	0	2	0	0	2	8	29	0	0	37	53	1	4	0	58	1	4	0	58	1	4	0	153					
9/7/2015 17:30	1	27	40	0	68	0	0	1	0	1	1	25	0	0	26	38	0	3	0	41	0	3	0	41	0	3	0	136					
9/7/2015 17:45	0	16	34	0	50	0	0	1	0	1	2	27	0	0	29	44	2	3	0	49	2	3	0	49	2	3	0	129					
9/7/2015 18:00	1	22	43	0	66	0	0	0	0	0	3	22	3	0	28	33	3	4	0	40	3	4	0	40	3	4	0	134					
9/7/2015 18:15	0	25	36	0	61	0	2	0	0	2	1	20	0	0	21	26	1	2	0	29	1	2	0	29	1	2	0	113					
9/7/2015 18:30	2	14	45	0	61	0	1	1	0	2	3	27	0	0	30	37	1	1	0	39	1	1	0	39	1	1	0	132					
9/7/2015 18:45	2	23	46	0	71	0	1	3	0	4	1	14	1	0	16	30	0	2	0	32	0	2	0	32	0	2	0	123					
9/7/2015 19:00	3	22	38	0	63	1	0	0	0	1	1	36	0	0	37	22	1	3	0	26	1	3	0	26	1	3	0	127					
9/7/2015 19:15	1	24	45	0	70	0	0	4	0	4	1	24	1	0	26	16	0	0	0	16	0	0	0	16	0	0	0	116					
9/7/2015 19:30	2	15	32	0	49	0	0	2	0	2	4	29	0	0	33	29	0	3	0	32	0	3	0	32	0	3	0	116					
9/7/2015 19:45	2	11	31	0	44	0	0	1	0	1	1	15	0	0	16	18	0	3	0	21	0	3	0	21	0	3	0	82					
Grand Total	67	1052	1742	0	2861	8	31	93	1	133	118	1498	13	0	1629	2186	31	133	1	2351	31	133	1	2351	31	133	1	6974					

**Study Name** Lohman Ford Rd at Boggy Ford Rd (TUES)  
**Start Date** Tuesday, September 08, 2015 6:00 AM  
**End Date** Tuesday, September 08, 2015 8:00 PM  
**Site Code**

## Road Volumes

TMV Interval	Movement Southbound				Southbound Tc	Westbound				Westbound To	Northbound				Northbound Tc	Eastbound				Eastbound To	Grand Total
	L	T	R	U		L	T	R	U		L	T	R	U		L	T	R	U		
9/8/2015 6:00	0	3	3	0	6	0	0	0	0	0	0	27	0	0	27	65	0	0	0	65	98
9/8/2015 6:15	0	12	3	0	15	0	0	0	0	0	0	22	0	0	22	53	0	0	0	53	90
9/8/2015 6:30	0	5	4	0	9	0	0	2	0	2	1	39	0	0	40	68	0	1	0	69	120
9/8/2015 6:45	3	18	7	0	28	0	1	3	0	4	0	25	0	0	25	69	0	3	0	72	129
9/8/2015 7:00	1	8	7	1	17	0	0	3	0	3	1	31	0	0	32	77	1	1	0	79	131
9/8/2015 7:15	0	11	28	0	39	0	0	2	0	2	1	56	0	0	57	95	1	0	0	96	194
9/8/2015 7:30	1	19	33	0	53	0	1	3	0	4	0	54	0	0	54	86	0	5	0	91	202
9/8/2015 7:45	7	29	30	0	66	0	0	2	0	2	2	40	0	0	42	82	0	2	0	84	194
9/8/2015 8:00	5	22	33	0	60	0	0	3	0	3	2	47	1	0	50	78	0	2	0	80	193
9/8/2015 8:15	1	16	41	0	58	0	1	2	0	3	3	28	0	0	31	51	2	1	0	54	146
9/8/2015 8:30	0	21	25	0	46	0	1	2	0	3	5	30	0	0	35	56	0	4	0	60	144
9/8/2015 8:45	3	22	26	0	51	0	0	0	0	0	1	36	0	0	37	44	2	2	0	48	136
9/8/2015 9:00	0	11	28	0	39	0	0	1	0	1	1	19	0	0	20	47	0	3	0	50	110
9/8/2015 9:15	2	13	30	0	45	0	1	2	0	3	3	45	1	0	49	60	2	1	0	63	160
9/8/2015 9:30	2	17	24	0	43	0	1	2	0	3	0	32	0	0	32	59	0	1	0	60	138
9/8/2015 9:45	2	20	23	0	45	0	1	2	0	3	1	21	1	0	23	51	0	6	0	57	128
9/8/2015 10:00	3	20	22	0	45	1	0	1	0	2	2	14	0	0	16	41	0	0	0	41	104
9/8/2015 10:15	0	16	28	0	44	1	1	1	0	3	5	33	0	0	38	42	0	3	1	46	131
9/8/2015 10:30	2	25	22	0	49	0	0	1	0	1	3	22	1	0	26	51	0	1	0	52	128
9/8/2015 10:45	1	20	43	0	64	0	0	2	0	2	0	24	0	0	24	55	1	1	0	57	147
9/8/2015 11:00	1	15	21	0	37	0	1	3	0	4	3	27	0	0	30	50	1	3	0	54	125
9/8/2015 11:15	3	17	28	0	48	0	0	4	0	4	1	19	1	0	21	41	2	2	0	45	118
9/8/2015 11:30	2	8	25	0	35	0	2	1	0	3	2	28	0	0	30	25	0	3	0	28	96
9/8/2015 11:45	2	26	29	0	57	0	2	3	0	5	1	23	0	0	24	38	2	2	0	42	128
9/8/2015 12:00	2	22	36	0	60	0	1	0	0	1	1	23	0	0	24	39	1	3	0	43	128
9/8/2015 12:15	1	17	35	0	53	0	1	2	0	3	5	20	1	0	26	36	0	1	0	37	119
9/8/2015 12:30	3	16	40	0	59	0	0	2	0	2	2	21	0	0	23	37	0	3	0	40	124
9/8/2015 12:45	2	21	33	0	56	0	0	1	0	1	3	29	1	0	33	43	1	2	0	46	136
9/8/2015 13:00	2	18	27	0	47	0	0	1	0	1	3	21	0	0	24	46	0	1	0	47	119
9/8/2015 13:15	2	18	28	0	48	0	0	1	0	1	2	21	0	0	23	37	0	1	0	38	110
9/8/2015 13:30	2	22	48	0	72	0	1	2	0	3	3	25	0	0	28	40	0	4	0	44	147
9/8/2015 13:45	3	28	55	0	86	0	0	1	0	1	1	17	0	0	18	24	0	4	0	28	133
9/8/2015 14:00	2	27	44	0	73	0	0	0	0	0	0	26	0	0	26	30	0	3	0	33	132
9/8/2015 14:15	1	21	41	0	63	0	0	1	0	1	5	22	1	0	28	39	0	0	0	39	131
9/8/2015 14:30	2	16	36	0	54	0	1	2	0	3	3	19	0	0	22	45	2	1	0	48	127
9/8/2015 14:45	3	32	64	0	99	0	0	3	0	3	2	26	1	0	29	35	0	3	0	38	169
9/8/2015 15:00	5	30	39	0	74	0	1	1	0	2	1	28	0	0	29	25	0	2	0	27	132
9/8/2015 15:15	1	26	37	0	64	0	0	3	0	3	3	16	0	0	19	54	1	1	0	56	142
9/8/2015 15:30	3	30	66	0	99	1	1	3	1	6	0	23	0	0	23	47	0	3	0	50	178
9/8/2015 15:45	1	46	75	0	122	0	0	3	0	3	2	24	0	0	26	25	1	3	0	29	180
9/8/2015 16:00	4	27	74	0	105	0	1	3	0	4	2	23	1	0	26	29	0	5	0	34	169
9/8/2015 16:15	3	39	63	0	105	0	1	1	0	2	2	16	0	0	18	39	0	2	0	41	166
9/8/2015 16:30	2	28	67	0	97	0	0	1	0	1	2	22	0	0	24	51	0	4	0	55	177
9/8/2015 16:45	1	30	60	0	91	0	0	3	0	3	3	30	2	0	35	32	1	5	0	38	167
9/8/2015 17:00	3	34	80	0	117	0	1	0	0	1	3	20	0	0	23	31	0	2	0	33	174
9/8/2015 17:15	0	31	81	0	112	0	0	1	0	1	3	24	0	0	27	36	0	1	0	37	177
9/8/2015 17:30	2	36	65	0	103	0	0	4	0	4	2	25	0	0	27	43	0	1	0	44	178
9/8/2015 17:45	1	40	79	0	120	0	1	2	0	3	3	29	1	0	33	35	1	2	0	38	194
9/8/2015 18:00	3	33	88	0	124	0	0	0	0	0	6	24	0	0	30	32	0	3	0	35	189
9/8/2015 18:15	5	40	77	0	122	0	0	1	0	1	7	21	1	0	29	33	0	3	0	36	188
9/8/2015 18:30	2	27	70	0	99	0	0	4	0	4	4	12	0	0	16	26	0	1	0	27	146
9/8/2015 18:45	2	43	72	0	117	0	1	1	0	2	3	18	0	0	21	16	0	1	0	17	157
9/8/2015 19:00	2	37	59	0	98	0	0	2	0	2	1	11	0	0	12	25	1	1	0	27	139
9/8/2015 19:15	2	23	44	0	69	0	0	3	0	3	0	10	0	0	10	22	0	7	0	29	111
9/8/2015 19:30	0	21	44	0	65	0	0	1	0	1	4	8	0	0	12	15	0	1	0	16	94
9/8/2015 19:45	2	14	40	0	56	0	0	0	0	0	0	14	0	0	14	15	0	1	0	16	86
Grand Total	110	1287	2330	1	3728	3	24	98	1	126	119	1410	14	0	1543	2466	23	122	1	2612	8009

## APPENDIX B – Synchro Outputs

Lanes, Volumes, Timings  
 101: Lohman Ford & Boggy Ford/Shoreline Ranch Dr

Lohman Ford at Boggy Ford TES  
 Existing (2015) (Monday)



Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Volume (vph)	254	4	15	2	2	15	12	177	1	9	96	126
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt		0.993				0.850		0.999				0.850
Flt Protected		0.956			0.976			0.997			0.996	
Satd. Flow (prot)	0	1768	0	0	1818	1583	0	1855	0	0	1855	1583
Flt Permitted		0.956			0.976			0.997			0.996	
Satd. Flow (perm)	0	1768	0	0	1818	1583	0	1855	0	0	1855	1583
Lane Group Flow (vph)	0	333	0	0	4	18	0	232	0	0	128	154
Sign Control		Stop			Stop			Free			Free	

Intersection Summary

Control Type: Unsignalized	
Intersection Capacity Utilization 45.2%	ICU Level of Service A
Analysis Period (min) 15	

Intersection												
Int Delay, s/veh	8.3											

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Vol, veh/h	254	4	15	2	2	15	12	177	1	9	96	126
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None									
Storage Length	-	-	-	-	-	50	-	-	-	-	-	100
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	82	82	82	82	82	82	82	82	82	82	82	82
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	310	5	18	2	2	18	15	216	1	11	117	154

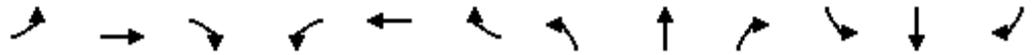
Major/Minor	Minor2			Minor1			Major1			Major2		
Conflicting Flow All	386	385	117	397	385	216	117	0	0	217	0	0
Stage 1	139	139	-	246	246	-	-	-	-	-	-	-
Stage 2	247	246	-	151	139	-	-	-	-	-	-	-
Critical Hdwy	7.12	6.52	6.22	7.12	6.52	6.22	4.12	-	-	4.12	-	-
Critical Hdwy Stg 1	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Follow-up Hdwy	3.518	4.018	3.318	3.518	4.018	3.318	2.218	-	-	2.218	-	-
Pot Cap-1 Maneuver	573	549	935	563	549	824	1471	-	-	1353	-	-
Stage 1	864	782	-	758	703	-	-	-	-	-	-	-
Stage 2	757	703	-	851	782	-	-	-	-	-	-	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	549	537	935	539	537	824	1471	-	-	1353	-	-
Mov Cap-2 Maneuver	549	537	-	539	537	-	-	-	-	-	-	-
Stage 1	854	774	-	749	695	-	-	-	-	-	-	-
Stage 2	729	695	-	821	774	-	-	-	-	-	-	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	20.3	10	0.5	0.3
HCM LOS	C	B		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	WBLn1	WBLn2	SBL	SBT	SBR
Capacity (veh/h)	1471	-	-	562	538	824	1353	-	-
HCM Lane V/C Ratio	0.01	-	-	0.592	0.009	0.022	0.008	-	-
HCM Control Delay (s)	7.5	0	-	20.3	11.8	9.5	7.7	0	-
HCM Lane LOS	A	A	-	C	B	A	A	A	-
HCM 95th %tile Q(veh)	0	-	-	3.8	0	0.1	0	-	-

Lanes, Volumes, Timings  
 101: Lohman Ford & Boggy Ford/Shoreline Ranch Dr

Lohman Ford at Boggy Ford TES  
 Existing AM (2015) (Tuesday)



Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕	↗		↕			↕	↗
Volume (vph)	341	1	9	0	1	10	5	197	1	13	81	124
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt		0.997				0.850		0.999				0.850
Flt Protected		0.954						0.999			0.993	
Satd. Flow (prot)	0	1772	0	0	1863	1583	0	1859	0	0	1850	1583
Flt Permitted		0.954						0.999			0.993	
Satd. Flow (perm)	0	1772	0	0	1863	1583	0	1859	0	0	1850	1583
Lane Group Flow (vph)	0	408	0	0	1	12	0	236	0	0	109	144
Sign Control		Stop			Stop			Free			Free	

Intersection Summary												
Control Type: Unsignalized												
Intersection Capacity Utilization 47.3%						ICU Level of Service A						
Analysis Period (min) 15												

Intersection												
Int Delay, s/veh	11.4											

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Vol, veh/h	341	1	9	0	1	10	5	197	1	13	81	124
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None									
Storage Length	-	-	-	-	-	50	-	-	-	-	-	100
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	86	86	86	86	86	86	86	86	86	86	86	86
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	397	1	10	0	1	12	6	229	1	15	94	144

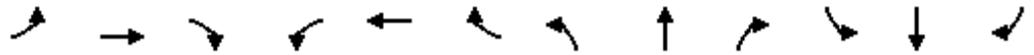
Major/Minor	Minor2			Minor1			Major1			Major2		
Conflicting Flow All	366	366	94	371	365	230	94	0	0	230	0	0
Stage 1	124	124	-	241	241	-	-	-	-	-	-	-
Stage 2	242	242	-	130	124	-	-	-	-	-	-	-
Critical Hdwy	7.12	6.52	6.22	7.12	6.52	6.22	4.12	-	-	4.12	-	-
Critical Hdwy Stg 1	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Follow-up Hdwy	3.518	4.018	3.318	3.518	4.018	3.318	2.218	-	-	2.218	-	-
Pot Cap-1 Maneuver	590	562	963	586	563	809	1500	-	-	1338	-	-
Stage 1	880	793	-	762	706	-	-	-	-	-	-	-
Stage 2	762	705	-	874	793	-	-	-	-	-	-	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	573	552	963	571	553	809	1500	-	-	1338	-	-
Mov Cap-2 Maneuver	573	552	-	571	553	-	-	-	-	-	-	-
Stage 1	876	783	-	758	702	-	-	-	-	-	-	-
Stage 2	746	701	-	852	783	-	-	-	-	-	-	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	24.7	9.7	0.2	0.5
HCM LOS	C	A		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	WBLn1	WBLn2	SBL	SBT	SBR
Capacity (veh/h)	1500	-	-	579	553	809	1338	-	-
HCM Lane V/C Ratio	0.004	-	-	0.705	0.002	0.014	0.011	-	-
HCM Control Delay (s)	7.4	0	-	24.7	11.5	9.5	7.7	0	-
HCM Lane LOS	A	A	-	C	B	A	A	A	-
HCM 95th %tile Q(veh)	0	-	-	5.7	0	0	0	-	-

Lanes, Volumes, Timings  
 101: Lohman Ford & Boggy Ford/Shoreline Ranch Dr

Lohman Ford at Boggy Ford TES  
 Existing PM (2015) (Tuesday)



Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕	↗		↕			↕	↗
Volume (vph)	143	1	9	0	1	7	18	99	2	11	149	309
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt		0.992				0.850		0.998				0.850
Flt Protected		0.955						0.992			0.997	
Satd. Flow (prot)	0	1765	0	0	1863	1583	0	1844	0	0	1671	1583
Flt Permitted		0.955						0.992			0.997	
Satd. Flow (perm)	0	1765	0	0	1863	1583	0	1844	0	0	1671	1583
Lane Group Flow (vph)	0	177	0	0	1	8	0	138	0	0	186	359
Sign Control		Stop			Stop			Free			Free	

Intersection Summary												
Control Type: Unsignalized												
Intersection Capacity Utilization 40.0%						ICU Level of Service A						
Analysis Period (min) 15												

Intersection												
Int Delay, s/veh	3.2											

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Vol, veh/h	143	1	9	0	1	7	18	99	2	11	149	309
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None									
Storage Length	-	-	-	-	-	50	-	-	-	-	-	100
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	86	86	86	86	86	86	86	86	86	86	86	86
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	166	1	10	0	1	8	21	115	2	13	173	359

Major/Minor	Minor2			Minor1			Major1			Major2		
Conflicting Flow All	358	358	173	363	357	116	173	0	0	117	0	0
Stage 1	199	199	-	158	158	-	-	-	-	-	-	-
Stage 2	159	159	-	205	199	-	-	-	-	-	-	-
Critical Hdwy	7.12	6.52	6.22	7.12	6.52	6.22	4.12	-	-	4.12	-	-
Critical Hdwy Stg 1	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Follow-up Hdwy	3.518	4.018	3.318	3.518	4.018	3.318	2.218	-	-	2.218	-	-
Pot Cap-1 Maneuver	597	568	871	593	569	936	1404	-	-	1471	-	-
Stage 1	803	736	-	844	767	-	-	-	-	-	-	-
Stage 2	843	766	-	797	736	-	-	-	-	-	-	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	578	552	871	572	553	936	1404	-	-	1471	-	-
Mov Cap-2 Maneuver	578	552	-	572	553	-	-	-	-	-	-	-
Stage 1	790	726	-	830	755	-	-	-	-	-	-	-
Stage 2	821	754	-	776	726	-	-	-	-	-	-	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	13.7	9.2	1.2	0.2
HCM LOS	B	A		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	WBLn1	WBLn2	SBL	SBT	SBR
Capacity (veh/h)	1404	-	-	589	553	936	1471	-	-
HCM Lane V/C Ratio	0.015	-	-	0.302	0.002	0.009	0.009	-	-
HCM Control Delay (s)	7.6	0	-	13.7	11.5	8.9	7.5	0	-
HCM Lane LOS	A	A	-	B	B	A	A	A	-
HCM 95th %tile Q(veh)	0	-	-	1.3	0	0	0	-	-

## APPENDIX C – Intersection Photos



Picture 1: Westbound Approach (Shore Ranch Drive)



Picture 2: Southbound approach (Lohman Ford)



Picture 3: Eastbound approach (Boggy Ford)



Picture 4: Northbound approach (Lohman Ford)



Picture 5: On Eastbound approach looking north



Picture 6: On Eastbound approach looking south



Picture 7: On Westbound approach looking north



Picture 8: On Westbound approach looking south

**MEETING DATE:** February 18, 2016

**AGENDA ITEM:** Receive and discuss monthly update on Water Treatment Plant #3 by Shay Ralls Roalson, PE, HDR and Gary Graham, PE, Public Works Director.

**Comments:**

**Motion by:** \_\_\_\_\_

**Seconded by:** \_\_\_\_\_

**Content of Motion:** \_\_\_\_\_

**Vote:** Raley \_\_\_\_\_; Shoumaker \_\_\_\_\_, Tidwell \_\_\_\_\_; R. Smith \_\_\_\_\_;

Mitchell \_\_\_\_\_; S. Smith \_\_\_\_\_; Cox \_\_\_\_\_

**Motion Carried:** Yes \_\_\_\_\_; No \_\_\_\_\_

**MEETING DATE:** February 18, 2016

**AGENDA ITEM:** Overview from City Engineer regard update on Montechino Development.

**Comments:**

**Motion by:** \_\_\_\_\_

**Seconded by:** \_\_\_\_\_

**Content of Motion:** \_\_\_\_\_

\_\_\_\_\_

**Vote:** Raley \_\_\_\_\_; Shoumaker \_\_\_\_\_, Tidwell \_\_\_\_\_; R. Smith \_\_\_\_\_;

Mitchell \_\_\_\_\_; S. Smith \_\_\_\_\_; Cox \_\_\_\_\_

**Motion Carried:** Yes \_\_\_\_\_; No \_\_\_\_\_

**MEETING DATE: February 18, 2016**

**AGENDA ITEM: 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.

**Comments:**

Approval of the following minutes:

January 7, 2016 Special called meeting and

January 14, 2016 Joint meeting with GCAC

January 21, 2016 Regular meeting

**Motion by:** \_\_\_\_\_

**Seconded by:** \_\_\_\_\_

**Content of Motion:** \_\_\_\_\_

**Vote: Raley**\_\_\_\_\_ ; **Shoumaker**\_\_\_\_\_ ; **Tidwell** \_\_\_\_\_ ; **R. Smith** \_\_\_\_\_ ;

**Mitchell**\_\_\_\_\_ ; **S. Smith**\_\_\_\_\_ ; **Cox** \_\_\_\_\_

**Motion Carried: Yes** \_\_\_\_\_ ; **No** \_\_\_\_\_

**OFFICIAL MINUTES OF THE CITY COUNCIL  
LAGO VISTA, TEXAS  
JANUARY 7, 2016**

**BE IT REMEMBERED** that on the 7<sup>TH</sup> day of January, A.D., 2016, the City Council held a Special Called Meeting at 6:30 p.m. at City Hall, 5803 Thunderbird, in said City, there being present and acting the following:

**CALL TO ORDER, CALL OF ROLL and PLEDGE OF ALLEGIENCE**

Dale Mitchell	Mayor	Melissa Byrne Vossmer	City Manager
Ron Smith	Mayor Pro Tem	Danny Smith	Police Chief
Rich Raley	Council Member	David Harrell	Development Services Director
Ed Tidwell	Council Member	Sandra Barton	City Secretary
Stephanie Smith	Council Member	Gary Graham	Public Works Director
Rodney Cox	Council Member	Barbara Boulware-Wells	City Attorney

Mayor Dale Mitchell called the Regular Meeting to order and recognized that all Council Members were present except for Jason Shoumaker who arrived after roll call. Also, present in the audience; Laura Fowler – Parks and Recreation Manager, Starr Lockwood – Financial Director, ESD1 Battalion Chief Tim Robinson and Board Member Greg Johnston.

The numbering below tracks that of the agenda, whereas the actual order of consideration may have varied.

**PUBLIC COMMENTS**

Cheryl McCrory, 21423 Coyote Trail, Lago Vista, appeared to express her concerns regarding having issues with her neighbors and noise issues. Police Officers have previously been out to address this problem. She believes the set decimal is too high.

Chief Smith said that they have been getting complaints and the noise level number is registering under.

Mayor Mitchell thanked Staff for the new flags in the Council Chambers.

**ACTION ITEMS**

1. Consideration of Resolution No. 16-1632; A Resolution by the City Council of the City of Lago Vista, Texas appointing an individual to a regular Member from a current alternate position; reappointment of two individuals to a regular position; appointment of a new member to a new alternate term; and appointment of a new member to an existing alternate term; all of which are on the Airport Advisory Board.

David Harrell, Development Services Director provided a brief overview and advised Council that Staff recommends appointing Brian Carlson to partial term and James Awalt to a full term.

Councilman Rodney Cox disagreed with these recommendations and advised that he recommends Kurt Tessnow and Wallace Pennington based on their qualifications and experience.

On a motion by Mayor Mitchell and seconded by Rich Raley, the Council voted unanimously to table this agenda item until Staff and the Board Liason can meet with the Airport Advisory Board and get some input from them. Motion passed.

2. Consideration of Resolution No. 16-1633; A Resolution by the City Council of the City of Lago Vista, Texas appointing individuals to new terms as alternate members; all of which are on the Building Committee.

David Harrell gave the Council a brief summary of the applicants and qualifications. Staff recommends Jacob Lantz and Jim Cason be appointed as alternate members to the Building Committee.

On a motion by Ed Tidwell, seconded by Ron Smith, the Council voted unanimously to approve Resolution No. 16-1633 appointing Jacob Lantz to an alternate regular member, term beginning January 1, 2016 and ending January 1, 2018 and Jim Cason as an alternate member to a partial term beginning January 1, 2016 and ending January 1, 2017 to the Building Committee. Motion passed.

3. Consideration of Resolution No. 16-1634; A Resolution by the City Council of the City of Lago Vista, Texas appointing an individual to a new term as a senior alternate member on the Board of Adjustment.

David Harrell gave the Council a brief summary of the applicant and qualifications. Staff recommends John Schroeder be appointed as a senior alternate member to the Board of Adjustment.

On a motion by Ed Tidwell, seconded by Ron Smith, the Council voted unanimously to approve Resolution No. 16-1634 appointing John Schroeder to the Board of Adjustment as a senior alternate member with regular term beginning January 1, 2016 and ending January 1, 2018. Motion passed.

4. Consideration of Resolution No. 16-1635; A Resolution by the City Council of the City of Lago Vista, Texas approving an agreement for Professional Services Between the City and Grant Development Services concerning submittal of an application for a grant for recreational construction funding from Texas Parks and Wildlife Department's Non-Urban Outdoor Recreation Grant.

Melissa Byrne Vossmer, City Manager provided the Council with a brief summary of the proposed resolution and proposed contract for services. Dolph, with Grant Development Services also appeared to provide additional information and address questions from Council.

On a motion by Jason Shoumaker, seconded by Stephanie Smith, the Council voted unanimously to approve Resolution No. 16-1635 approving an agreement with Grant Development Services as presented. Motion passed.

## **WORK SESSION**

5. Overview and Discussion of the Tessera Public Improvement District (PID) and Method of Collection of Assessments.

Melissa Byrne Vossmer, provided the Council with a brief summary and background information regarding the proposed project.

Christine Maguire, Senior Manager with DPFPG provided the Council with a PowerPoint presentation of the Tessera Public Improvement Districts and addressed questions from Council.

Duke Kerrigan with the Hines Group also appeared and provided a status update on Tessera and addressed questions from Council.

Council discussed, no action taken.

6. Discussion concerning Capital Metro.

Melissa Byrne Vossmer, City Manager gave a brief summary and some background information since the May 2015 Town Hall Meeting.

Leonard B. Smith appeared and addressed the Council with a brief overview of withdrawal options and process, sales tax information and overview of withdrawal and re-dedication election.

Jim Speckmann, attended some CAPMetro meetings and provided the Council with a brief overview of services provided and addressed questions from Council.

Sam and Eric, Representatives from CAPMETRO appeared to address any questions from staff and/or City Council. Council requested additional information to be gathered including a ridership survey, and /or additional service providers. This item will be placed on a future agenda, tentatively the work session in March, and Representatives from CAPMetro will be allowed to make a presentation.

7. Presentation and discussion of rebates to LVISD for the facilities constructed as a part of the new high school project.

Gary Graham, Public Works Directors presented the Council with a presentation and overview of the LVISD rebates for the new high school project.

Council and staff discussed, no action taken.

**The Council took a short break from 10:53 p.m. to 11:01 p.m.**

8. City of Lago Vista's Proposed Monument Project.

Melissa Byrne Vossmer, City Manager provided a brief overview and history of this project.

The Lion's Club has offered to donate \$5,000 with an approved City Council plan.

The Council and staff discussed.

The Mayor suggested that a committee be formed and solicit ideas.

**EXECUTIVE SESSION**

9. At 11:18 p.m. the Council convened into Executive Session pursuant to Sections 551.071 and 551.072, Texas Government Code and Section 1.05 Texas Disciplinary Rules of Professional Conduct regarding:

- a. Consultation with legal counsel regarding claims or possible claims, issues and possible actions related to repairs or damages at City facilities.

- b. Consultation with legal counsel regarding real property and possible issues and questions related to acquisition, sale or lease.

**ACTION ITEMS** (action and/or a vote may be taken on the following agenda items):

10. At 12:13 a.m. the Council reconvened from Executive Session into open session to take action as deemed appropriate in City Council’s discretion regarding:

- a. Consultation with legal counsel regarding claims or possible claims, issues and possible actions related to repairs or damages at City facilities.

No action taken

- b. Consultation with legal counsel regarding real property and possible issues and questions related to acquisition, sale or lease.

No action taken

**ADJOURNMENT**

On a motion by Jason Shoumaker, seconded by Ed Tidwell, Mayor Dale Mitchell adjourned the meeting at 12.15 a.m.

Respectfully submitted,

\_\_\_\_\_  
Dale Mitchell, Mayor

ATTEST:

\_\_\_\_\_  
Sandra Barton, City Secretary

On a motion by Council Member \_\_\_\_\_, seconded by \_\_\_\_\_, the above and foregoing instrument was passed and approved this 18<sup>th</sup> day of February, 2016.

**OFFICIAL MINUTES OF THE CITY COUNCIL  
AND GOLF COURSE ADVISORY COMMITTEE  
JOINT MEETING  
LAGO VISTA, TEXAS  
JANUARY 14, 2016**

**BE IT REMEMBERED** that on the 14<sup>th</sup> day of January, A.D., 2016, the City Council and Golf Course Advisory Committee held a Joint Meeting at 6:30 p.m. at City Hall, 5803 Thunderbird, in said City, as prescribed by V.T.C.A., Government Code Section §551.041, to consider the following agenda items:

**CALL TO ORDER, CALL OF ROLL, PLEDGE OF ALLEGIANCE**

Dale Mitchell	Mayor	Kevin Jackson	GCAC Chair
Ron Smith	Mayor Pro Tem	Frank Robbins	GCAC Vice Chair
Ed Tidwell	Council Member	Pat Albus	GCAC Member
Stephanie Smith	Council Member	Mike Everett	GCAC Member
Rich Raley	Council Member	Gina Williams	GCAC Member
Rodney Cox	Council Member	Chip Hamilton	GCAC Member
		Jim Speckmann	GCAC Member
		Melissa Byrne Vossmer	City Manager
		Barbara-Boulevard Wells	City Attorney
		Starr Lockwood	Finance Director
		Eric Cupit	Golf Course Manager
		Belinda Kneblick	Assistant City Secretary

Mayor Mitchell called the Special Meeting to order and recognized that all Council Members were present except Jason Shoumaker and Kevin Jackson, Golf Course Advisory Committee Chair recognized that all members of the Golf Course Advisory Committee meeting were present. Mayor Mitchell led the Pledge of Allegiance.

**WORK SESSION**

1. Joint Meeting and Discussion with the Golf Course Advisory Committee.

Mayor Mitchell commended the Golf Course Advisory Committee members on their service and the work they have put in.  
 Councilman Rich Raley, Liaison commented that he felt the Committee was very thorough and take their charge very seriously.  
 Kevin Jackson gave a brief update on items they are working on at this time.  
 Items discussed included reviewing the six month report from GCAC to the Council, expected goals of the Committee, personnel vacancies, golf course improvement recommendations, GolfNow, marketing and other golf course related items.  
 No action taken.

**EXECUTIVE SESSION**

2. At 8:27 p.m. the Council convened into Executive Session pursuant to Sections 551.071 and 551.072, Texas Government Code and Section 1.05 Texas Disciplinary Rules of Professional Conduct regarding:

Consultation with legal counsel regarding real property and possible issues and questions related to acquisition, sale or lease.

**ACTION ITEMS** (action and/or a vote may be taken on the following agenda items):

3. At 9:10 p.m. the Council reconvened from Executive Session into open session to take action as deemed appropriate in City Council’s discretion regarding:

Consultation with legal counsel regarding real property and possible issues and questions related to acquisition, sale or lease.

No action taken

**ADJOURNMENT**

Mayor Mitchell adjourned the meeting at 9:11 p.m.

Respectfully submitted,

\_\_\_\_\_  
Dale Mitchell, Mayor

ATTEST:

\_\_\_\_\_  
Sandra Barton, City Secretary

On a motion by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_ the above and foregoing instrument was passed and approved this 18<sup>th</sup> day of February, 2016.

DRAFT

**OFFICIAL MINUTES OF THE CITY COUNCIL  
LAGO VISTA, TEXAS  
JANUARY 21, 2016**

**BE IT REMEMBERED** that on the 21<sup>st</sup> day of January, A.D., 2016, the City Council held a Regular Meeting at 6:30 p.m. at City Hall, 5803 Thunderbird, in said City, there being present and acting the following:

**CALL TO ORDER, CALL OF ROLL, INVOCATION AND PLEDGE OF ALLEGIANCE**

Dale Mitchell	Mayor	Melissa Byrne Vossmer	City Manager
Ron Smith	Mayor Pro Tem	Danny Smith	Police Chief
Rich Raley	Council Member	David Harrell	Development Services Director
Ed Tidwell	Council Member	Belinda Kneblick	Asst. City Secretary
Stephanie Smith	Council Member	Gary Graham	Public Works Director
Rodney Cox	Council Member	Starr Lockwood	Finance Director
		Barbara Boulware-Wells	City Attorney
		John Goble	Building Inspector

Mayor Dale Mitchell called the Regular Meeting to order and recognized that all Council Members were present except for Jason Shoumaker. Pastor Mike Garner, Lead Pastor at Northlake Church gave the Invocation and Mayor Mitchell led the Pledge of Allegiance. Councilman Jason Shoumaker arrived after roll call at 7:18 p.m.

The numbering below tracks that of the agenda, whereas the actual order of consideration may have varied.

**PUBLIC COMMENTS**

Stephen Curyk addressed the Council regarding concerns about the lead and copper testing and concerns regarding a fire hazard with shrubs and bushes. Mayor and Gary Graham responded to the lead and copper testing.

Brian Atlas addressed the Council with comments hoping to resolve any issues with the City regarding his Montechino Development project.

**PRESENTATIONS**

1. Acknowledging Boy Scout Ryan McNabb presence and his aspiration to accomplishing the Communications Merit Badge.

Boy Scout Ryan McNabb provided a brief presentation regarding his communications project and will be making notes throughout the Council meeting.

2. Acknowledging John Goble's accomplishment of obtaining the Certified Floodplain Manager Certification.

The Council recognized John Goble, Building Inspector, and congratulated him for this accomplishment.

3. Acknowledging and presentation to the Blue Santa organization.

The Council presented a proclamation to the Blue Santa organization and volunteers and expressed its appreciation for the hard work and dedication to this project.

4. Presentation and discussion in response to claims concerning property located at 5600 Country Club.

This item was not heard and pulled from the agenda.

5. Receive and discuss monthly update on Water Treatment Plant #3 by Shay Ralls Roalson, PE, HDR and Gary Graham, PE, Public Works Director.

Shay Ralls Roalson, PE with HDR and Gary Graham appeared and provided the update for the Council and addressed questions from Council.

### **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.

6. Approval of the following minutes:  
December 3, 2015 Special called meeting and  
December 17, 2015 Regular meeting

On a motion from Ron Smith, seconded by Ed Tidwell, the Council voted unanimously to approve the consent agenda items as presented.

**ACTION ITEMS** (action and/or a vote may be taken on the following agenda items):

#### **This item was taken out of order**

8. Discussion, consideration, action if any regarding the proposed Budget schedule for FY16/17.

Melissa Byrne Vossmer, City Manager addressed the Council with a brief overview of the budget process and a summary of the proposed draft budget calendar.

The Council discussed setting a budget work session at the March 3, 2016 special called meeting and the proposed budget calendar. No further action taken.

7. Consideration of Resolution No. 16-1632; A Resolution by the City Council of the City of Lago Vista, Texas appointing an individual to a regular Member from a current alternate position; reappointment of two individuals to a regular position; appointment of a new member to a new alternate term; and appointment of a new member to an existing alternate term; all of which are on the Airport Advisory Board.

David Harrell, Director of Development Services advised the Council that Staff and Council Liaison recommends Andrew Pennington and Kurt Tessnow to the Board. At the Airport Advisory Board meeting last night the Board recommended Jim Awalt and Brian Carlson be appointed. He also advised that Linda Warren and Baron Carter wish to be reappointed. Following a discussion by Council, Jason Shoumaker motioned to approve Resolution No. 16-1632 appointing Kurt Tessnow to the partial term ending on January 1, 2017, appointing W. Andrew Pennington to a full term ending January 1, 2018, reappointing Baron Carter and Kris Dehnel as regular members and Linda Bush from alternate to regular member. This motion was seconded by Rodney Cox. Voting in favor: Shoumaker, Tidwell, Cox and Stephanie Smith. Voting in opposition; Raley, Mitchell and Ron Smith. Motion passed.

9. Consideration of Resolution No. 16-1637; A Resolution authorizing the City Manager to execute an agreement for the financing of vehicles and equipment for the 2015/2016 Fiscal Year.

Melissa Byrne Vossmer, City Manager provided a brief summary of the proposed agreement and recommends approval.

Following a discussion and questions by Council, on a motion by Stephanie Smith and seconded by Rodney Cox, the Council voted unanimously to approve Resolution No. 16-1637 authorizing the City Manager execute an agreement for financing of vehicles and equipment from Security Bank & Trust.

10. Presentation, discussion and consideration of Resolution No, 16-1636, A Resolution supporting Panorama Ridge, L.P. in submitting an application to the Department of Housing and Community Affairs for a 2016 competitive 9% housing tax credit for the creation of Panorama Ridge Apartments.

David Harrell introduced the applicant, KCG Development, who provided an oral presentation to Council and addressed questions.

Following a discussion by Council; on a motion by Jason Shoumaker, seconded by Rodney Cox, the Council voted unanimously to table this item until the February 18 Council meeting to allow more information to be provided before a decision can be made.

11. Consideration of Ordinance No. 16-01-21-01; Amending Article 4.500, Food Safety Regulations, to incorporate amendments to sections of the Texas Administrative Code regulating food establishments; making findings of fact; and providing for related matters.

David Harrell provided Council with a brief summary of the proposed amendments contained in the ordinance.

On a motion by Jason Shoumaker, seconded by Rich Raley, the Council voted unanimously to approve Ordinance No. 16-01-21-01 as presented. Motion passed.

## **WORK SESSION**

12. Presentation of the City of Lago Vista 4<sup>th</sup> Quarter FY 14/15 CIP Report.

Gary Graham, P.E., Director of Public Works provided an oral and power point presentation for the Council.

Gary Graham and Melissa Byrne Vossmer addressed questions from the Council. No action taken.

### 13. Departmental Reports

Councilman Jason Shoumaker questioned Gary Graham about the status of the meeting with Brian Atlas regarding the dirt that was purchased.

Councilman Shoumaker also inquired is the City has tied into the water lines.

Melissa Byrne Vossmer will follow up on these items and will get a report to Councilman Shoumaker.

A. Airport Report

B. Development Services

Councilman Shoumaker asked that the Code Enforcement Officer to put more information under the violation part of the report.

C. Financial Report

Councilman Ron Smith commented on the golf expenditures and Council and Staff discussed briefly.

D. Golf Course Report

E. Library

F. Municipal Court

G. Police Department

H. Public Works Reports

a. Street Department

b. Utility Department (Water/Wastewater Services)

c. Water Loss Report

d. Water/Wastewater Treatment

### 14. Reports/Minutes from City Boards, Committees and Commissions

A. December 7, 2015 Golf Course Advisory Committee minutes

B. December 10, 2015 Draft Planning & Zoning Commission meeting minutes

### **FUTURE MEETINGS**

#### 15. Consider schedule and items for future Council meetings.

Councilman Shoumaker would like and agenda item regarding Brian Atlas update on the next regular Council meeting on February 18.

### **EXECUTIVE SESSION – NO EXECUTIVE SESSION TAKEN**

#### 16. Convene into Executive Session pursuant to Sections 551.071 and 551.072, Texas Government Code and Section 1.05 Texas Disciplinary Rules of Professional Conduct regarding:

Consultation with legal counsel regarding real property and possible issues and questions related to acquisition, sale or lease.

**ACTION ITEMS** (action and/or a vote may be taken on the following agenda items):

17. Reconvene from Executive Session into open session to take action as deemed appropriate in City Council’s discretion regarding:

Consultation with legal counsel regarding real property and possible issues and questions related to acquisition, sale or lease.

**ADJOURNMENT**

On a motion by Rich Raley, seconded by Jason Shoumaker, Mayor Dale Mitchell adjourned the meeting at 10:02 p.m.

Respectfully submitted,

\_\_\_\_\_  
Dale Mitchell, Mayor

ATTEST:

\_\_\_\_\_  
Sandra Barton, City Secretary

On a motion by Council Member \_\_\_\_\_, seconded by \_\_\_\_\_, the above and foregoing instrument was passed and approved this 18<sup>th</sup> day of February, 2016.



**AGENDA ITEM**

City of Lago Vista

**To:** Mayor & City Council Council Meeting: February 18, 2016

**From:** Melissa Byrne Vossmer, City Manager

**Subject:** Discuss, Consider and Take Action, if Appropriate, on an Amendment to the Release and Compromise Settlement Agreement between the City of Lago Vista and Brian Atlas and Villa Montechino, LP.

**Request:** Business Item Legal Document: Contract Legal Review:

**EXECUTIVE SUMMARY:**

The City entered into a Settlement Agreement with Brian Atlas in November, 2016. Attached is a redline of proposed amendments to the Settlement Agreement. Also attached is a final draft version with these changes for Council to consider. These changes are deemed necessary as the original Agreement level of compensation was based on conditions and values for materials at that time. The project wasn't completed until late January and a revised market value is appropriate.

**Impact if Approved:**

**Impact if Denied:**

**Is Funding Required?**     **Yes**     **No**    **If Yes, Is it Budgeted?**     **Yes**     **No**     **N/A**

**Indicate Funding Source:**

**The funding source remains the same in the Hollows Water Quality Project.**

**Suggested Motion/Recommendation/Action**

**Motion to:**           

**Motion to:**           

**Motion to:**           

**Known As:**

**Amendment to Settlement Agreement with Brian Atlas and Villa Montechino, LP**

**Agenda Item Approved by City Manager**

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STATE OF TEXAS           §  
COUNTY OF TRAVIS       §

**AMENDED RELEASE AND COMPROMISE SETTLEMENT AGREEMENT**

This Release and Compromise Settlement Agreement (the “Agreement”) ~~is made that was executed on or about November 9, 2015~~ by Brian Atlas and Villa Montechino, LP (“Releasors”) and ~~delivered to~~ the City of Lago Vista, Texas (the “City”) with the advice of Releasors’ attorney, or the opportunity to consult therewith, is hereby amended between the parties.

**WHEREAS**, Releasors and the City have disputes over the “Rock Project” as the term is defined in the Development Agreement; and

**WHEREAS**, Releasors and the City desire to mutually compromise and settle forever all claims or causes of action of any nature and kind whatsoever that Releasors may have or may hereafter assert against the City, its officers, agents and employees, concerning the Rock Project;

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**WHEREAS**, Releasors and the City have revisited the market value of the Rock Project and have found it necessary to revise such market value.

**NOW, FOR AND IN CONSIDERATION OF** the Agreement described above, the mutual covenants contained herein, and Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and confessed, which consideration includes but is not limited to the Items 1 through 7 stated below, to settle the claim(s) arising as a result of the Disputes (the “Settlement”), **RELEASORS HEREBY** execute and deliver this Release and Compromise Settlement Agreement, and **RELEASE, ACQUIT, AND FOREVER DISCHARGE** the City, its officers, agents, employees, legal representatives, successors and assigns, from any and all claims, demands, and causes of action which have accrued or may accrue arising out of or related in any way to the Rock Project.

Items to provide consideration between the parties are:

1. The City shall purchase one hundred percent (100%) or 20,000 cubic yards (whichever is less) of the “sand” pile which is located on Releasors’ property and is referenced within the Development Agreement as part of the Rock Project. The “sand” pile is actually a large hill of sandy loam dirt that the City hereby agrees to purchase in the above referenced percentage at ~~the present~~ revised market ~~rate, Ten~~ value of Twelve and 50/100 Dollars (~~\$10.00~~12.50) per cubic yard. Such sandy loam dirt shall be removed on a time table as agreed between the parties and any residual amount of sandy loam dirt retained by Releasors shall be

relocated and if piled, piled so as to not be seen through the gate or from the road by a person standing at street level in front of Mr. Redwine's property. The deadline for all actions (removal and relocation) pertaining to the "sand" pile/Rock Project shall be February 1, 2016. As part of such purchase of the sand, Releasors agree that City's hauling contractor may come onto the property where such sand pile is located during reasonable times and days as shall be determined by the parties. Further, Releasors shall release the City and its contractor from any incidental damages including but not limited to scraping current vegetated land, causing such sand pile to fall onto other vegetated areas as it is being removed that may be caused by such removal of sand. Releasors agree that such removal of sand does not relieve Releasors from their responsibility to ensure that such area is properly in compliance with all Highland Lakes Watershed Ordinances and silt fencing requirements thereunder.

2. The Releasors, at their sole cost and expense, shall build a four hundred foot (400') rock wall at least eight (8) feet in height, twenty-four inches (24") wide and stretching along an area preventing any portion of the remaining "sand" pile/Rock Project to be seen from street level in front of Mr. Redwine's property, as more fully shown on the attached Exhibit "A". Such rock wall shall otherwise be in accordance with any architectural or other standards required within Montechino PDD, as may be amended, the Development Agreement, by the CC&Rs for Montechino and/or any other applicable standards, excepting height, within the City's Code of Ordinances. Releasors shall not be required to begin construction of the rock wall until after the City has purchased \$50,000 worth of sand from Releasors. The deadline for building the rock wall is February 1, 2016 or forty-five (45) after the City has purchased \$50,000 worth of sand from Releasors, whichever is later.

3. The Releasors, at their sole cost and expense, shall realign the drive exiting the staging area to be in line with the ultimate configuration and alignment of the currently platted roadway "Eden View," which is part of the Montechino PDD. The deadline for realigning the drive is February 1, 2016 or forty-five (45) after the City has purchased \$50,000 worth of sand from Releasors, whichever is later.

4. At the front and across the newly realigned drive exiting the staging area, Releasors, at their sole cost and expense, shall build or install a solid gate. Such gate shall not be able to be seen through, shall lock and shall be in accordance with any architectural or other standards required within Montechino PDD, as may be amended, the Development Agreement, by the CC&Rs for Montechino and/or any other applicable standards within the City's Code of Ordinances. The rock at the present gate shall be removed and may be reused at the new gate. The deadline for the gate and removal of the bullrock is February 1, 2016 or forty-five (45) after the City has purchased \$50,000 worth of sand from Releasors, whichever is later.

5. In the Development Agreement dated February 24, 2014, Section 3.04, Releasors were required to post a Letter of Credit in the amount of Sixty Thousand Dollars (\$60,000.00) to ensure full completion of the Rock Project as that is defined in the Development Agreement.

Upon successful completion of the above Items 2-4, such Letter of Credit shall be released by the City.

6. In the Development Agreement dated February 24, 2014, Section 14.03, Releasors have “contributed Twenty Thousand Dollars (\$20,000.00) in escrow toward the costs the City has or may incur, including the reimbursement of reasonable costs and expenses incurred by the City for legal and other professional and/or consulting services for any current or future litigation if the City is named as a party in a lawsuit, brought in as a party to the lawsuit or enjoined in any way in its functions directly related to the Montechino PDD or the MH Subdivision, or the work being performed thereto to the extent such costs and expenses are not covered by any insurance or risk pool coverage that the City may have available to it.” The City has used some portions of this escrowed fund for the current litigation pending. Upon successful completion of the above Items 2-4, such balance remaining in escrow of the initial contribution shall be released and returned to Releasors by the City.

7. The Parties agree that they will review and undertake revisions to the full Development Agreement to address, streamline and resolve additional concerns of each by November 30, 2015.

**FURTHER**, Releasors understand that this is a **FULL AND FINAL RELEASE** of all claims and causes of actions concerning the Rock Project and that Releasors will not be paid any more monies by or receive anything more of value from the City or by anyone else in connection with any claim or allegation by Releasors whatsoever concerning any issues related to the Rock Project against the City, its officers, agents, employees, legal representatives, successors and assigns arising out of or involving the Disputes. The undersigned further declare(s) and represent(s) that no promise, inducement or agreement not herein expressed has been made to the undersigned, and that this Agreement contains the entire agreement between the parties hereto concerning the Rock Project, and that the terms of this Agreement are contractual and not a mere recital. This Agreement shall be in full force and effect upon the completion of Items 1-7 referenced herein and the execution of this Agreement as provided below.

**IN FURTHER CONSIDERATION** of the Settlement and this Agreement, Releasors, Releasors’ executors, administrators and assigns hereby agree to indemnify, defend and hold harmless the City and its officers, employees, agents, representatives, successors, administrators and assigns from any claims, demand, or suit of any kind or character, whatsoever arising out of the performance of Releasors’ obligations under paragraphs 2-4 above.

**IT IS UNDERSTOOD AND AGREED** that the acceptance of this Agreement and payment of the Consideration by the City shall not be construed as an admission of liability by the City in any respect, and all such liability is hereby denied. This Agreement is the compromise of a doubtful and disputed claim, and that the payment made is not to be construed as an admission of liability on the part of the party or parties hereby released, and is intended merely to avoid litigation and buy their peace.

**IT IS UNDERSTOOD AND AGREED** that this Agreement shall be governed by, construed and enforced in accordance with and subject to the laws of the State of Texas. Venue shall lie exclusively in Travis County, Texas.

**THE UNDERSIGNED**, Releasors, represent that Releasors have read the foregoing Agreement and that Releasors fully understands the same, and that this document is executed for the consideration herein expressed, the receipt and sufficiency of which is hereby expressly acknowledged and confessed.

CITY OF LAGO VISTA, TEXAS

Date: \_\_\_\_\_

By: \_\_\_\_\_

Name: ~~\_\_\_\_\_~~ Dale Mitchell

Title: Mayor

ATTEST:

Sandra Barton, City Secretary

VILLA MONTECHINO LP

By: Atlas Interests LLC  
It's General Partner

Date: \_\_\_\_\_

By: \_\_\_\_\_

Name: Brian S. Atlas

Title: Manager

By: \_\_\_\_\_

Brian S. Atlas

THE STATE OF TEXAS    §  
                                  §  
COUNTY OF TRAVIS     §

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, ~~2015~~2016, by \_\_\_\_\_, Dale Mitchell, as Mayor of the CITY OF LAGO VISTA, TEXAS, a Texas municipal corporation, on behalf of said city.

\_\_\_\_\_  
NOTARY PUBLIC, State of Texas

THE STATE OF TEXAS    §  
                                  §  
COUNTY OF TRAVIS     §

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, ~~2015~~2016, by Brian S. Atlas, individually and as Manager of Atlas Interests, LLC general partner to Villa Montechino, LP, a limited partnership, on behalf of said partnership.

\_\_\_\_\_  
NOTARY PUBLIC, State of Texas

STATE OF TEXAS           §  
COUNTY OF TRAVIS       §

**AMENDED RELEASE AND COMPROMISE SETTLEMENT AGREEMENT**

A Release and Compromise Settlement Agreement (the “Agreement”) that was executed on or about November 9, 2015 by Brian Atlas and Villa Montechino, LP (“Releasors”) and the City of Lago Vista, Texas (the “City”) with the advice of Releasors’ attorney, or the opportunity to consult therewith, is hereby amended between the parties.

**WHEREAS**, Releasors and the City have disputes over the “Rock Project” as the term is defined in the Development Agreement; and

**WHEREAS**, Releasors and the City desire to mutually compromise and settle forever all claims or causes of action of any nature and kind whatsoever that Releasors may have or may hereafter assert against the City, its officers, agents and employees, concerning the Rock Project;

**WHEREAS**, Releasors and the City have revisited the market value of the Rock Project and have found it necessary to revise such market value.

**NOW, FOR AND IN CONSIDERATION OF** the Agreement described above, the mutual covenants contained herein, and Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and confessed, which consideration includes but is not limited to the Items 1 through 7 stated below, to settle the claim(s) arising as a result of the Disputes (the “Settlement”), **RELEASORS HEREBY** execute and deliver this Release and Compromise Settlement Agreement, and **RELEASE, ACQUIT, AND FOREVER DISCHARGE** the City, its officers, agents, employees, legal representatives, successors and assigns, from any and all claims, demands, and causes of action which have accrued or may accrue arising out of or related in any way to the Rock Project.

Items to provide consideration between the parties are:

1. The City shall purchase one hundred percent (100%) or 20,000 cubic yards (whichever is less) of the “sand” pile which is located on Releasors’ property and is referenced within the Development Agreement as part of the Rock Project. The “sand” pile is actually a large hill of sandy loam dirt that the City hereby agrees to purchase in the above referenced percentage at a revised market value of Twelve and 50/100 Dollars (\$12.50) per cubic yard. Such sandy loam dirt shall be removed on a time table as agreed between the parties and any residual amount of sandy loam dirt retained by Releasors shall be relocated and if piled, piled so as to not be seen through the gate or from the road by a person standing at street level in front of Mr. Redwine’s property. The deadline for all actions (removal and relocation) pertaining to the “sand” pile/Rock Project shall be February 1, 2016. As part of such purchase of the sand,

Releasors agree that City's hauling contractor may come onto the property where such sand pile is located during reasonable times and days as shall be determined by the parties. Further, Releasors shall release the City and its contractor from any incidental damages including but not limited to scraping current vegetated land, causing such sand pile to fall onto other vegetated areas as it is being removed that may be caused by such removal of sand. Releasors agree that such removal of sand does not relieve Releasors from their responsibility to ensure that such area is properly in compliance with all Highland Lakes Watershed Ordinances and silt fencing requirements thereunder.

2. The Releasors, at their sole cost and expense, shall build a four hundred foot (400') rock wall at least eight (8) feet in height, twenty-four inches (24") wide and stretching along an area preventing any portion of the remaining "sand" pile/Rock Project to be seen from street level in front of Mr. Redwine's property, as more fully shown on the attached Exhibit "A". Such rock wall shall otherwise be in accordance with any architectural or other standards required within Montechino PDD, as may be amended, the Development Agreement, by the CC&Rs for Montechino and/or any other applicable standards, excepting height, within the City's Code of Ordinances. Releasors shall not be required to begin construction of the rock wall until after the City has purchased \$50,000 worth of sand from Releasors. The deadline for building the rock wall is February 1, 2016 or forty-five (45) after the City has purchased \$50,000 worth of sand from Releasors, whichever is later.

3. The Releasors, at their sole cost and expense, shall realign the drive exiting the staging area to be in line with the ultimate configuration and alignment of the currently platted roadway "Eden View," which is part of the Montechino PDD. The deadline for realigning the drive is February 1, 2016 or forty-five (45) after the City has purchased \$50,000 worth of sand from Releasors, whichever is later.

4. At the front and across the newly realigned drive exiting the staging area, Releasors, at their sole cost and expense, shall build or install a solid gate. Such gate shall not be able to be seen through, shall lock and shall be in accordance with any architectural or other standards required within Montechino PDD, as may be amended, the Development Agreement, by the CC&Rs for Montechino and/or any other applicable standards within the City's Code of Ordinances. The rock at the present gate shall be removed and may be reused at the new gate. The deadline for the gate and removal of the bullrock is February 1, 2016 or forty-five (45) after the City has purchased \$50,000 worth of sand from Releasors, whichever is later.

5. In the Development Agreement dated February 24, 2014, Section 3.04, Releasors were required to post a Letter of Credit in the amount of Sixty Thousand Dollars (\$60,000.00) to ensure full completion of the Rock Project as that is defined in the Development Agreement. Upon successful completion of the above Items 2-4, such Letter of Credit shall be released by the City.

6. In the Development Agreement dated February 24, 2014, Section 14.03, Releasors have “contributed Twenty Thousand Dollars (\$20,000.00) in escrow toward the costs the City has or may incur, including the reimbursement of reasonable costs and expenses incurred by the City for legal and other professional and/or consulting services for any current or future litigation if the City is named as a party in a lawsuit, brought in as a party to the lawsuit or enjoined in any way in its functions directly related to the Montechino PDD or the MH Subdivision, or the work being performed thereto to the extent such costs and expenses are not covered by any insurance or risk pool coverage that the City may have available to it.” The City has used some portions of this escrowed fund for the current litigation pending. Upon successful completion of the above Items 2-4, such balance remaining in escrow of the initial contribution shall be released and returned to Releasors by the City.

7. The Parties agree that they will review and undertake revisions to the full Development Agreement to address, streamline and resolve additional concerns of each by November 30, 2015.

**FURTHER**, Releasors understand that this is a **FULL AND FINAL RELEASE** of all claims and causes of actions concerning the Rock Project and that Releasors will not be paid any more monies by or receive anything more of value from the City or by anyone else in connection with any claim or allegation by Releasors whatsoever concerning any issues related to the Rock Project against the City, its officers, agents, employees, legal representatives, successors and assigns arising out of or involving the Disputes. The undersigned further declare(s) and represent(s) that no promise, inducement or agreement not herein expressed has been made to the undersigned, and that this Agreement contains the entire agreement between the parties hereto concerning the Rock Project, and that the terms of this Agreement are contractual and not a mere recital. This Agreement shall be in full force and effect upon the completion of Items 1-7 referenced herein and the execution of this Agreement as provided below.

**IN FURTHER CONSIDERATION** of the Settlement and this Agreement, Releasors, Releasors’ executors, administrators and assigns hereby agree to indemnify, defend and hold harmless the City and its officers, employees, agents, representatives, successors, administrators and assigns from any claims, demand, or suit of any kind or character, whatsoever arising out of the performance of Releasors’ obligations under paragraphs 2-4 above.

**IT IS UNDERSTOOD AND AGREED** that the acceptance of this Agreement and payment of the Consideration by the City shall not be construed as an admission of liability by the City in any respect, and all such liability is hereby denied. This Agreement is the compromise of a doubtful and disputed claim, and that the payment made is not to be construed as an admission of liability on the part of the party or parties hereby released and is intended merely to avoid litigation and buy their peace.

**IT IS UNDERSTOOD AND AGREED** that this Agreement shall be governed by, construed and enforced in accordance with and subject to the laws of the State of Texas. Venue shall lie exclusively in Travis County, Texas.

**THE UNDERSIGNED**, Releasors, represent that Releasors have read the foregoing Agreement and that Releasors fully understands the same, and that this document is executed for the consideration herein expressed, the receipt and sufficiency of which is hereby expressly acknowledged and confessed.

CITY OF LAGO VISTA, TEXAS

Date: \_\_\_\_\_

By: \_\_\_\_\_

Name: Dale Mitchell  
Title: Mayor

ATTEST:

\_\_\_\_\_  
Sandra Barton, City Secretary

VILLA MONTECHINO LP  
By: Atlas Interests LLC  
It's General Partner

Date: \_\_\_\_\_

By: \_\_\_\_\_

Name: Brian S. Atlas  
Title: Manager

By: \_\_\_\_\_  
Brian S. Atlas

THE STATE OF TEXAS     §  
  §  
COUNTY OF TRAVIS     §

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2016, by Dale Mitchell, as Mayor of the CITY OF LAGO VISTA, TEXAS, a Texas municipal corporation, on behalf of said city.

\_\_\_\_\_  
NOTARY PUBLIC, State of Texas

THE STATE OF TEXAS     §  
  §  
COUNTY OF TRAVIS     §

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2016, by Brian S. Atlas, individually and as Manager of Atlas Interests, LLC general partner to Villa Montechino, LP, a limited partnership, on behalf of said partnership.

\_\_\_\_\_  
NOTARY PUBLIC, State of Texas



**AGENDA ITEM**

**City of Lago Vista**

**To:** Mayor & City Council Council Meeting: February 18, 2016

**From:** Gary Graham, Public Works Director

**Subject:** CONSIDERATION OF AN AN ORDINANCE OF THE CITY OF LAGO VISTA, TEXAS, ORDERING A PUBLIC HEARING CONCERNING AMENDING ORDINANCE NO. 16-02-18-01 AND TABLE 1, SET OUT IN APPENDIX "A," SEC. 6.100, CODE OF ORDINANCES OF LAGO VISTA; PROVIDING OPEN MEETING AND EFFECTIVE DATE PROVISIONS; AND PROVIDING FOR RELATED MATTERS.

**Request:** Business Item **Legal Document:** Ordinance **Legal Review:**

**EXECUTIVE SUMMARY:**

The City of Lago Vista adopted an Impact Fee Report Update (2014) for Impact Fee Land Use Assumptions and Capital Improvement Projects in late 2014. An Impact Fee Report update is required to be performed every five (5) years, by Texas Local Government Code.

We need to amend the Report Update as submitted and approved to remove the Elevated Water Tank and 16" Water Line constructed under the Interlocal agreement with LVISD for two reasons; 1) the City of Lago Vista was only one of several entities that contributed funds for construction of these facilities and 2) under the terms of the Interlocal Agreement the City will collect and will pay rebates to LVISD for the portion of the tank paid for by LVISD in excess of LVISD needs. The City's rebate ordinance prohibits paying rebates on lines for which impact fees are paid.

The four pages of the Impact Fee Report Update that need to be amended in order to remove the cost of these facilities from the calculation for water impact fees are attached. The maximum allowable water impact fee is reduced from \$4,331.00 to \$4,206.00. Currently the City's rate of impact fees for water is \$3,000.

Attached also is the schedule for the update and required notification.

**Impact if Approved:**

**Not subject to approval.**

**Impact if Denied:**

**Not subject to denial.**

**Is Funding Required?**     Yes     No    **If Yes, Is it Budgeted?**     Yes     No     N/A

**Indicate Funding Source:**

**Suggested Motion/Recommendation/Action**

**Motion to:**

**Approve Item**

**Motion to:**

**Motion to:**

**Known As:**

**Agenda Item Approved by City Manager**

**IMPACT FEE AMENDMENT/UPDATE SCHEDULE 2016**

\_\_\_\_\_ City approves Walker Engineering/Gary Graham (WE/GG) to update the Land Use Assumptions (LUA) and Capital Improvements Plan (CIP) and Impact Fee Study (Study).

Jan, 2016 WE/GG revises LUA/CIP/Study per City.

2/10 Per Local Government Code Sec. 395.052, WE/GG to complete update the LUA/CIP/Study and submit to City.

2/18 Governing Body (City Council) shall adopt resolution/ordinance to set public hearing for 04/21/16 (per 395.053, Local Government Code)

**Copy of LUA/CIP/Study available to the public through City Secretary.**

3/01 **Send** Notice to newspaper to publish (use the Statesman) for publication NOT LATER THAN 3/21. **Do not send if do not have LUA/CIP/Study.**

3/21 Notice of Public Hearing to discuss and review the Updated LUA/CIP/Study **published. (30-days prior to hearing date.)**

City Staff to assist:

In addition, **before the 30<sup>th</sup> day before the date of the public hearing**, the City must send written notice by certified mail to anyone who has given written notice by certified or registered mail requesting notice of the public hearing within two years preceding the date of the adoption of the order for a public hearing.

4/12 April Planning and Zoning Meeting – Acting as CIP Advisory Committee, the Advisory Committee (P&Z) pursuant to 9.1700, Personnel, City’s Code of Ordinances, should convene, review the Updated LUA/CIP/Study and submit written comments.

**Comment [B1]:** Has to be moved up because the comments must be 5 BUSINESS days BEFORE date of hearing. Is that possible?

4/14 **Last day** for Capital Improvements Advisory Committee’s written comments to be filed. Fifth business day before the date of the hearing.

4/21 Regular CC Meeting  
**Hold Public Hearing** to discuss and review the Update LUA/CIP/Study and may adopt Ordinance approving amendments and new impact fees. If changes are required from Comments given at the Public Hearing, the Hearing will remain open and reconvened at a Special Called CC meeting on 5/05.

4/21-4/28 If required, WE/GG amends LUA/CIP/Study per Public Meeting.

4/28 Deliver amended plans for CC packet.

5/5 At the Special Called City Council meeting, may adopt Ordinance.

**ORDINANCE NO. 16-02-18-01**

**AN ORDINANCE OF THE CITY OF LAGO VISTA, TEXAS, ORDERING A PUBLIC HEARING CONCERNING AMENDING ORDINANCE NO. O-29-14 AND TABLE 1, SET OUT IN APPENDIX "A," SEC. 6.100, CODE OF ORDINANCES OF LAGO VISTA; PROVIDING OPEN MEETING AND EFFECTIVE DATE PROVISIONS; AND PROVIDING FOR RELATED MATTERS.**

**Whereas**, pursuant to *Chapt. 395, TEX. LOC. GOV'T. CODE*, the City Council (the "Council") of the City of Lago Vista, Texas (the "City") adopted Ordinance No. O-29-14, which approved the Capital Improvement Plan, set out as Exhibit "A" and the Land Use Assumptions, set out as Exhibit "B" to the Ordinance, and established water and wastewater impact fees for connection to the City's water and wastewater system, set out presently in Article 13.200, Water and Wastewater Impact Fees, Chapter 13, Utilities;

**Whereas**, the City has undertaken to update the Capital Improvement Plan and the Land Use Assumptions to determine whether any amendments are advisable and determine whether the impact fees should be amended pursuant to *Sec. 395.052, TEX. LOC. GOV'T. CODE*;

**Whereas**, pursuant to *Secs. 395.053 and 395.054, TEX. LOC. GOV'T CODE*, the City must adopt an order setting a public hearing to discuss and review the update and shall determine whether to amend the plan, assumptions and/or impact fees; and

**Whereas**, pursuant to *Sec. 9.1702, Code of Ordinances of the City of Lago Vista*, the City's Planning and Zoning Commission is to serve as the Advisory Committee.

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

**Section 1. Findings.** The findings and recitations set out hereinabove are found to be true and correct and are hereby adopted by the City Council, and made a part hereof for all purposes as findings of fact.

**Section 2. Order.** The City Council of the City of Lago Vista hereby orders a public hearing to be set for April 21, 2016 to discuss and review the updates to the Capital Improvement Plan and the Land Use Assumptions and determine whether to amend the plan and if so, which amendments are to be approved to the Capital Improvement Plan, Land Use Assumptions and/or Impact Fees and to cause such notices of such public hearing to be given as required by *Secs. 395.053, 395.054 and 395.055, Tex. Loc. Gov't Code*.

**Section 3. Advisory Committee.** The City Council of the City of Lago Vista requests that the Advisory Committee review and file its written comments on the proposed amendments to the Land Use Assumptions, Capital Improvements Plan, and Impact Fees before April 14, 2016, the fifth (5<sup>th</sup>) business day before the date of the public hearing on the amendments.

**Section 4. Effective Date.** This ordinance shall take effect immediately upon its passage and adoption.

**Section 5. Open Meetings.** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapter 551, Texas Government Code*.

**PASSED AND APPROVED** on this the \_\_\_\_ day of \_\_\_\_\_, 2016.

**THE CITY OF LAGO VISTA**

Attest:

\_\_\_\_\_  
Dale Mitchell, Mayor

\_\_\_\_\_  
Sandra Barton, City Secretary

NOTICE OF PUBLIC HEARING ON  
AMENDMENT OF IMPACT FEES

The City of Lago Vista will hold a public hearing at 6:30 P.M. on Thursday, April 21, 2016 in the City Council Chambers of City Hall, 5803 Thunderbird, Lago Vista, Texas. The purpose of the hearing is to consider the amendment and update of the Land Use Assumptions and Capital Improvements Plan and possible amendment to the impact fees, and to discuss the proposed ordinance amending the Land Use Assumptions, the Capital Improvements Plan, and amendment to the water and sewer impact fees. Any member of the public has the right to appear at the hearing and present evidence for or against the update. The amendment of the Land Use Assumptions, Capital Improvements Plan, and Impact Fees are available for public review during regular business hours at the City Development Services Department, 5803 Thunderbird, Lago Vista, TX.

Any questions regarding this notice or the review background may be directed to David Harrell, Director of Development Services, 512.527-3540.



**AGENDA ITEM**

**City of Lago Vista**

**To:** **Mayor & City Council** **Council Meeting:** **February 18, 2016**

**From:** **Melissa Byrne Vossmer, City Manager**

**Subject:** **Consider and approve, if appropriate City of Lago Vista Ordinance No. 16-02-18-02; Creating a Full-Time Position of Golf Course Superintendent for the City of Lago Vista Golf Courses.**

**Request:** **Business Item** **Legal Document:** **Ordinance** **Legal Review:**

**EXECUTIVE SUMMARY:**

**At the December 17, 2015 City Council Meeting, Council discussed creating a full-time Golf Course Superintendent. A copy of the original agenda item is attached. As Council will recall, the item was tabled.**

**On January 14, 2016 a joint meeting between the City Council and the Golf Course Advisory Committee (GCAC) was held. At that meeting, this position was discussed and is viewed as a critical element by the GCAC to helping to turn the golf courses around as the "play experience" was what was going to bring golfers to the Lago Vista courses. It was also made very clear that the Council had significant expectations of turning the golf courses around and reducing contributions from other funds. To do so, this position is needed.**

**The recruitment of the Golf Course Manager is moving towards completion. By the time Council reviews this item, the initial interviews will have been completed and a second interview for those recommended is either scheduled or completed. As such, it is time to start the recruitment process for this position so the new Manager will be in place and can make a selection of an individual that will compliment his management team. If approved by Council, advertising would start immediately. If everything went smoothly, the selected candidate could be on board by the end of April.**

**Since these services had been provided to the City via a professional services contract, it is likely that sufficient funds are in the current year budget to cover the costs of bringing this person on board as well as benefits through the end of the fiscal year. However, depending on what the final salary is for this position, additional funding**

may be required in FY16/17.

**Impact if Approved:**

**The City of Lago Vista moves forward to hire a much needed full-time Golf Course Superintendent who has the experience and knowledge to manage the courses and maximize the golfers experience.**

**Impact if Denied:**

**The City of Lago Vista doesn't move forward to hire a full-time Golf Course Superintendent and we continue as we have been operating.**

**Is Funding Required?**     Yes     No    **If Yes, Is it Budgeted?**     Yes     No     N/A

**Indicate Funding Source:**

**It is unknown if additional funds will be required in the current fiscal year. However, there would likely be some impact to the FY16/17 Budget.**

**Suggested Motion/Recommendation/Action**

**Motion to:**

**Enact Ordinance**

**Motion to:**

**Motion to:**

**Known As:**

**Ordinance No. \_\_\_\_\_ establishing a full-time Golf Course Superintendent for the City of Lago Vista.**

**Agenda Item Approved by City Manager**

\_\_\_\_\_



**AGENDA ITEM**

**City of Lago Vista**

**To:** Mayor & City Council Council Meeting: December 17, 2015

**From:** Melissa Byrne Vossmer, City Manager

**Subject:** Consider Approval of Creating a Full-time Golf Course Superintendent for the Lago Vista and Highland Lakes Golf Courses.

**Request:** Business Item Legal Document: Other Legal Review:

**EXECUTIVE SUMMARY:**

For the past several years, the City has contracted for professional services for the management and oversight of the golf greens, fairways and other land comprising the golf courses in Lago Vista. The number of hours worked a week varied depending on the time of the year but it was not equivalent to a full-time person. The professional services were included in the current FY15/16 Budget at \$60,000 and is split evenly between the two golf courses.

In October, the person performing these services - Ted McClure - terminated his contract by resigning. There were a number of reasons Mr. McClure chose to terminate his contract but in doing so, opened the door to consider bringing these activities in-house and developing a new full-time position. Unfortunately, the resignation came after the City Council approved the FY15/16 Budget and as such, no position was included in the budget.

The golf courses require a full-time employee. We were not getting the job done at the level we needed with the professional services contract. It is understood that the condition of the course is what brings a golfer back to play. The Lago Vista courses are very different courses and both need considerable work. Both courses need new leadership towards every day maintenance as well as planning maintenance in the coming months. The Golf Course Advisory Committee has expressed concern about the condition of the courses and our operations since they were established. While the courses are getting better, there is so much more that could be done to enhance the play experience.

Attached is a copy of a position description developed based on the professional services contract that had been in place; looking at other position descriptions along with comments from Eric Cupit, Golf Operations Director and Chip Hamilton, Golf Course Advisory Committee member. I asked Mr. Hamilton to look at the position description as he has actual experience operating golf courses. The Golf Course Advisory Committee also reviewed the position description at their meeting on 12/7/15.

In surveying area courses we found a variety of salaries. As Council is aware, this person will be responsible for two golf courses. Given our salary structure, the salary range proposed for this position is \$55,000 - \$63,000. This position is supervised by the Director of Golf Operations. In addition to the salary, benefits will be provided that may increase the cost by upwards of 20 - 25% depending on actual salary.

If Council approves moving forward to bring these services in-house, we will begin to immediately advertise. It is not anticipated that we will be in a position to hire someone and have them ready to start work before mid-February. Staff will bring a Budget Amendment Ordinance to the City Council in 2016 if approved by Council. While funding is available in the professional services line item, the position of Golf Course Superintendent was not included in the budget and therefore, an amendment will be required.

**Impact if Approved:**

The Lago Vista golf courses will greatly benefit from having a full-time Golf Course Superintendent that is knowledgeable and available. A comprehensive maintenance plan will be developed for the first time. In addition, the new Superintendent will be required to share his knowledge and skills by developing an internal program whereby existing employees will learn bringing additional depth to the organization that we currently do not have.

**Impact if Denied:**

The City of Lago Vista cannot properly operate without these services. If Council does not want to move forward with a full-time position, Staff will develop an RFP for these professional services and begin to solicit proposals.

**Is Funding Required?**     Yes     No    **If Yes, Is it Budgeted?**     Yes     No     N/A

**Indicate Funding Source:**

Given the timing of advertising and hiring for this position, the existing funds in the current professional services budget may be sufficient for the current fiscal year. However, additional funds will be required in FY16/17 for this new full-time position.

**Suggested Motion/Recommendation/Action**

**Motion to:**

**Approve Item**

**Motion to:**

**Motion to:**

**Known As:**

**Create a new, full-time position of Golf Course Superintendent.**

**Agenda Item Approved by City Manager**

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**CITY OF LAGO VISTA, TEXAS  
JOB DESCRIPTION**

**JOB TITLE: Golf Course Superintendent**

FLSA Status: Non-Exempt  
Department: Golf Course  
Location: Lago Vista Golf Course or Highland Lakes Golf Course  
Supervisor: Director of Golf Operations  
Date: December, 2015

**SUMMARY:** This position supervises the maintenance of the city golf courses including but not limited to golf greens, fairways and other land comprising the golf courses. Courses are expected to be kept in playable condition at all times. Continuously improving upon the attractiveness and appeal of the golf courses is also expected.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

Supervises the mowing, top dressing, and care of golf greens, tees and fairways; Exercises the proper control of weeds, insects and fungi pests; Supervises the proper watering of greens and fairways, the maintenance of sand traps and the mixing of compost; Directs the location of hole sups and tee markers and sees that tee stands are properly equipped; Directs and supervises the proper care of lawns, shrubbery, trees, roads, paths and parking spaces and other developed or underdeveloped areas pertaining to golf course property; Directs the maintenance and minor repairs to all buildings; Directs the maintenance and minor repairs to all mowers and golf course mechanical equipment; Notifies Director of Golf Operations or other supervisor as appointed by the City Manager, of supplies and materials needed for repair work and golf course maintenance; Instructs personnel in their duties; Establishes work schedules of all personnel under the direction of this position.

**SUPERVISORY RESPONSIBILITIES:** Golf Course Crew Leaders and Maintenance Personnel.

**REQUIREMENTS, KNOWLEDGE, SKILLS AND ABILITIES:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The following requirements are representative of the knowledge, skill and/or ability required. Thorough knowledge of the proper care and upkeep of golf greens and ability to keep same in top condition for golf play; Thorough knowledge of weeds, insects and fungi pests and of methods used for their control and eradication; Knowledge of seeds, fertilizers and irrigation systems; Ability to lay out and supervise the work of others; Ability to operate light to medium equipment. Reliability, strength, endurance and physical condition commensurate with the demands of this position are required.

**EDUCATION AND/OR EXPERIENCE:** High school diploma or general education degree (GED) and either: (a) A Bachelor's Degree from a recognized college or university, which must have included courses in soil and turf management and on year of experience in general maintenance work on public or private courses; or (b) an Associate's Degree from a recognized junior or community college, which must have included courses in soil and turf management and three years of experience in general maintenance work on public or private courses, one year of which shall have been directed to the care and upkeep of golf greens; or (c) five years of experience in general maintenance work on public or private courses, two years of which shall have been directed to the care and upkeep of golf greens; or (d) a satisfactory equivalent combination of the foregoing training and experience.

**CERTIFICATES, LICENSES, REGISTRATIONS:** Member of the Golf Course Superintendents Association of America or ability to become a member with one year of accepting position; Valid Texas driver's license required.

**PHYSICAL DEMANDS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand or walk for extended periods of time; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and talk or hear. The employee occasionally is required to stoop, kneel, crouch, or crawl. The employee is occasionally required to sit, climb or balance.

The employee must regularly lift and/or move up to 25 pounds and frequently lift and/or move up to 50 pounds, and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

**WORK ENVIRONMENT:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. The employee regularly works near moving mechanical parts and in extreme outdoor weather conditions and is regularly exposed to fumes or airborne particles. The employee is frequently exposed to toxic or caustic chemicals and vibration. The employee occasionally works in high, precarious places. The noise level in the work environment is usually loud.

ORDINANCE NO. 16-02-18-02

**AN ORDINANCE OF THE CITY OF LAGO VISTA, TEXAS, AMENDING ARTICLE 1.1900, GOLF COURSES, CREATING THE POSITION OF GOLF COURSE SUPERINTENDENT; PROVIDING FOR SUCH POSITION TO BE FILLED BY APPOINTMENT; PROVIDING EFFECTIVE DATE AND OPEN MEETINGS CLAUSES; AND PROVIDING FOR RELATED MATTERS.**

**Whereas**, the City Council of Lago Vista finds that it is in the best interests of the City to create the position of Golf Course Superintendent to undertake and manage day to day affairs of the City's golf courses with direction and support from the City Manager.

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

**Section 1. Findings of Fact.** The findings and recitations set out in the preamble of this Ordinance are found to be true and correct and that they are hereby adopted by the City Council and made a part hereof for all purposes.

**Section 2. Amendment of Chapter 1, General Provisions, Article 1.1900, Golf Courses, Adding Section 1.1901, Golf Course Superintendent.** Article 1.1900, is hereby amended and shall read as follows:

\* \* \* \* \*

**Sec. 1.1901.01 Positions created**

The position of golf course superintendent is hereby created.

**Sec. 1.1901.02 Appointment**

- (a) The City Manager of the City shall appoint a Golf Course Superintendent for the City who shall be the department head for the City's Golf Courses.
- (b) The Golf Course Superintendent may be appointed on a temporary, part-time or full time basis.
- (c) No member of the city council shall be appointed to the office during his or her council term or within one year after the expiration of the term.
- (d) The full terms of the employment and the duties of such Golf Course Superintendent shall be determined by the City Manager and may be adjusted from time to time as the City Manager feels necessary and
- (e) The creation of a budget line item for such position is hereby authorized and approved by the City Council.

\* \* \* \* \*

**Section 3. Amendment Of Ordinances.** Article 1.900, Golf Courses is hereby amended as provided in this ordinance. All ordinances or parts thereof conflicting or inconsistent with the provisions of this ordinance as adopted and amended herein, are hereby amended to the extent of such conflict. In the event of a conflict or inconsistency between this ordinance and any other code or ordinance of the city, the terms and provisions of this ordinance shall govern.

**Section 4. Conflicts.** Any portion of ordinance in conflict herewith is hereby repealed to the extent of such conflict only.

**Section 5. Effective Date.** This ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the *Tex. Loc. Gov't. Code*.

**Section 6. Open Meetings.** It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551, Tex. Gov't. Code*.

**PASSED AND APPROVED** on this the \_\_\_\_ day of February, 2016.

ATTEST:

**THE CITY OF LAGO VISTA, TEXAS**

\_\_\_\_\_  
Sandra Barton, City Secretary

\_\_\_\_\_  
Dale Mitchell, Mayor



**AGENDA ITEM**

**City of Lago Vista**

**To:** Mayor & City Council Council Meeting: February 18, 2016

**From:** Melissa Byrne Vossmer, City Manager

**Subject:** DISCUSSION, CONSIDERATION AND ACTION, IF APPROPRIATE APPROVING CITY OF LAGO VISTA ORDINANCE NO. 16-02-18-03; AN ORDINANCE OF THE CITY OF LAGO VISTA AUTHORIZING THE REINSTATEMENT AND EXTENSION OF ORDINANCE NO. 84-09-24-01 WHICH AUTHORIZED A FRANCHISE AGREEMENT WITH PEDERNALES ELECTRIC COOPERATIVE, BY AND THROUGH A LETTER AGREEMENT UNTIL JUNE 30, 2016 OR UNTIL THE CITY AND PEDERNALES ELECTRIC COOPERATIVE ARE ABLE TO NEGOTIATE A NEW FRANCHISE AGREEMENT.

**Request:** Business Item **Legal Document:** Ordinance **Legal Review:**

**EXECUTIVE SUMMARY:**

This item is brought to the City Council with the advice of the City Attorney asking Council to consider Ordinance NO. 16-02-18-03, an ordinance that would extend the current Pedernales Electric Cooperative Franchise Agreement until a new agreement could be negotiated and approved by the City Council.

At the July 16, 2015 City Council Meeting, Council passed a motion reinstate the terms of the original Franchise Agreement until such time that a new Franchise Agreement can be developed and approved. A copy of July 16, 2015 agenda item is attached that provides the historic background. At the time of this action, it was anticipated that the Pedernales Electric Coop (PEC) would be in a position to have this process completed by December 31, 2015. That did not materialize.

A proposed Draft Franchise Agreement was received from PEC on January 27, 2016. Staff is in the process of reviewing the Draft Agreement as well as researching what franchise agreements in other cities in the PEC service area look like to make sure we consider all aspects of service.

**Impact if Approved:**

**The terms of the original Franchise Agreement with Pedernales Electric Cooperative, Ordinance No. 84-09-24-01, would be reinstated until a new franchise agreement is approved by the City Council.**

**Impact if Denied:**

**The terms of the original Franchise Agreement with Pedernales Electric Cooperative, Ordinance No. 84-09-24-01 would not be reinstated. As a result, Lago Vista would operate without a valid franchise agreement.**

**Is Funding Required?**     Yes     No    **If Yes, Is it Budgeted?**     Yes     No     N/A

**Indicate Funding Source:**

N/A

**Suggested Motion/Recommendation/Action**

**Motion to:**           

**Motion to:**           

**Motion to:**           

**Known As:**

**AN ORDINANCE OF THE CITY OF LAGO VISTA AUTHORIZING THE REINSTATEMENT AND EXTENSION OF ORDINANCE NO. 84-09-24-01 WHICH AUTHORIZED A FRANCHISE AGREEMENT WITH PEDERNALES ELECTRIC COOPERATIVE, BY AND THROUGH A LETTER AGREEMENT UNTIL JUNE 30, 2016 OR UNTIL THE CITY AND PEDERNALES ELECTRIC COOPEATIVE ARE ABLE TO NEGOTIATE A NEW FRANCHISE AGREEMENT.**

**Agenda Item Approved by City Manager**



**AGENDA ITEM**  
 City of Lago Vista

**TO: Mayor & City Council**

**Council Meeting: July 16, 2015**

**FROM: Melissa Byrne Vossmer, City Manager**

**SUBJECT: Pedernales Electric Cooperative Franchise Agreement**

**Legal Review**

- |   |                                       |   |                                     |                          |
|---|---------------------------------------|---|-------------------------------------|--------------------------|
| <input checked="" type="checkbox"/> BUSINESS ITEM | <input type="checkbox"/> BONDS        | <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> ORDINANCE  | <input type="checkbox"/> |
| <input type="checkbox"/> CONSENT AGENDA           | <input type="checkbox"/> APPOINTMENTS | <input type="checkbox"/> BID AWARD      | <input type="checkbox"/> RESOLUTION | <input type="checkbox"/> |
| <input type="checkbox"/> WORKSHOP                 | <input type="checkbox"/> REPORT       | <input type="checkbox"/> OTHER          | <input type="checkbox"/> CONTRACT   | <input type="checkbox"/> |
|   |                                       |   | <input type="checkbox"/> BONDS      | <input type="checkbox"/> |

**EXECUTIVE SUMMARY:** *(Attach additional pages if necessary)*

The City of Lago Vista executed a franchise agreement with Pedernales Electric Cooperative (PEC) for electric power in 1985 when the City was formed. The franchise agreement, like most at that time, was for thirty (30) years. That agreement expired in September 2014. The City didn't realize this had happened until this spring when the City Secretary brought it to my attention.

Following up with PEC, we asked to start the process to negotiate a new franchise agreement in late April. The original agreement is attached. In June, the City was informed that a letter had been sent to the Mayor requesting the reinstatement of the terms of the original agreement until a new franchise agreement could be developed and an ordinance adopted. The City did not receive the letter, copy attached. We finally received a copy via several follow-ups by Staff and the City Attorney.

The reason for the reinstatement of terms is to provide PEC the opportunity to complete its costs of service study, which could have the end result affecting the way the franchise fees are integrated into rates. The City currently receives a 2% franchise fee. This fee is in payment to the City for allowing the use of City property (right-of-way) for PEC poles, lines, boxes, meters etc. The revenue received from PEC is on a quarterly basis. The following is a three year history of revenues:

FY2011 - 2012	\$145,730
FY2012 - 2013	\$145,810
FY2013 - 2014	\$164,972

As outlined in the June 9, 2015 letter to the Mayor, PEC is asking that this interim agreement extending the terms be approved by the City Council until such time a franchise agreement and negotiations can be completed. The letter indicates that this process should be completed by December 31, 2015. It should be noted that while the Franchise Agreement expired in September 2014, PEC has continued to invest in local infrastructure and make timely payments of the required franchise fees.

**Impact if Approved:** The terms of the original agreement remain in place until such time a new Franchise Agreement can be executed, tentatively scheduled for December 31, 2015.

**Impact if Denied:** PEC will not shut off electric service to the community so a possible impact might be that any additional investment in local PEC infrastructure be put on hold. It is doubtful PEC would stop paying the franchise fee as they would be continuing to utilize City property in the delivery of services.

1. IS FUNDING REQUIRED?  YES  NO

2. IF YES, INDICATE IF BUDGETED  YES  NO

INDICATE FUNDING SOURCE: N/A

**SUGGESTED MOTION/RECOMMENDATION/ACTION: Move to approve reinstatement of the terms of the original PEC Franchise Agreement until such time that a new Franchise Agreement can be developed and approved.**

**Motion to enact/approve Ordinance** Click here to enter text., **known as** Click here to enter text.

**Motion to deny Ordinance** Click here to enter text., **known as** Click here to enter text..

**Motion to table Ordinance** Click here to enter text. , **known as** Click here to enter text. .

**Administration: MBV Initials**

**Submitted by: MBV**

**FORWARDED TO CC**

**Listing of Supporting Materials Attached:**

**Vote: Shoumaker** \_\_\_; **Hunt** \_\_\_; **Kruger** \_\_\_; **Mitchell** \_\_\_; **Gloris** \_\_\_; **Smith** \_\_\_; **Cox** \_\_\_

**Motion Carried:** Yes \_\_\_\_\_; No \_\_\_\_\_

**Vote: Shoumaker** \_\_\_\_\_; **Hunt** \_\_\_\_\_; **Kruger** \_\_\_\_\_; **Mitchell** \_\_\_\_\_;

**Gloris** \_\_\_\_\_; **Smith** \_\_\_\_\_; **Cox** \_\_\_\_\_

**ORDINANCE NUMBER 16-02-18-03**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS, RELATING TO THE FRANCHISE BY AND BETWEEN THE CITY OF LAGO VISTA ("CITY") AND THE PEDERNALES ELECTRIC COOPERATIVE, INC. FOR THE PROVISION OF ELECTRICAL SERVICE WITHIN THE CITY, AND PROVIDING AN EXTENSION OF SUCH AGREEMENT; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Lago Vista entered into a franchise with the Pedernales Electric Cooperative, Inc. ("PEC") pursuant to Ordinance No. \_\_\_\_\_; and

**WHEREAS**, the City of Lago Vista desires to extend the franchise agreement in order to facilitate rate and cost studies that will result in a new negotiated Franchise Agreement.

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

**Section 1. Recitations** The facts and recitations contained in the preamble of this Ordinance are hereby found and declared to be true and correct, and are incorporated by reference herein and expressly made a part hereof, as if copied verbatim.

**Section 2. Extension.** The Franchise Agreement entered into with Pedernales Electric Cooperative in 1985 expired in 2014 and was reinstated and extended in July, 2015 by the City Council of the City of Lago Vista until December 31, 2015 and is hereby reinstated and extended until June 30, 2016 or until the parties have been able to negotiate a new Franchise Agreement. All other terms of the original Franchise Agreement remain the same.

**Section 3. Authorization.** The City Council hereby authorizes the City Manager to execute the Letter Agreement attached hereto and incorporated herein by reference for all purposes.

**Section 4. Effective Date.** This ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the City Charter.

**Section 5. Open Meetings.** It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

**PASSED AND APPROVED** this the \_\_\_\_ day of \_\_\_\_\_, 2016.

**ATTEST:**

**CITY OF LAGO VISTA**

\_\_\_\_\_  
Sandra Barton, City Secretary

\_\_\_\_\_  
Dale Mitchell, Mayor

February 1, 2016

Mayor Dale Mitchell  
P. O. Box 427  
Lago Vista, Texas 78645

Dear Honorable Mayor Mitchell:

The existing franchise agreement between the City of Lago Vista and Pedernales Electric Cooperative, Inc. ("PEC") adopted by Ordinance 84-09-24-01 on April 17, 1985 expired on September 30, 2014. The Lago Vista City Council voted to reinstate and extend the terms of the above Ordinance until December 31, 2015, and Mayor Krueger executed a Letter Agreement.

PEC wishes to reinstate the terms of the franchise agreement between PEC and the City of Lago Vista, as though same had never terminated or expired and to extend the terms of the agreement until June 30, 2016 or until a new franchise ordinance is adopted by the City Council and approved by PEC, whichever date occurs first. This additional extension will provide additional time for the negotiation of a new franchise ordinance, which is underway.

This letter agreement between the City of Lago Vista and PEC reflects the parties' mutual agreement to continue to be governed by and adhere to the terms of the existing franchise as renewed and extended between the City of Lago Vista, Texas and PEC.

Please indicate acceptance by your signature below on the two originals included. Retain one of the originals for your records and return the other executed original to me.

Sincerely,

Don Ballard  
VP, Legal Services

Accepted:  
Pedernales Electric Cooperative, Inc.

Accepted:  
City of Lago Vista, Texas

By: \_\_\_\_\_  
John D. Hewa  
Chief Executive Officer

By: \_\_\_\_\_  
Dale Mitchell  
Mayor

cc: Barbara Boulware-Wells, Knight & Partners



**AGENDA ITEM**

**City of Lago Vista**

**To:** Mayor & City Council Council Meeting: February 18, 2016

**From:** David Harrell, AICP, Director

**Subject:** CONSIDERATION OF RESOLUTION 16-1636, A RESOLUTION SUPPORTING PANORAMA RIDGE, L.P. IN SUBMITTING AN APPLICATION TO THE DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS FOR A 2016 COMPETITIVE 9% HOUSING TAX CREDITS FOR THE CREATION OF PANORAMA RIDGE APARTMENTS.

**Request:** Business Item **Legal Document:** Resolution **Legal Review:**

**EXECUTIVE SUMMARY:**

Item was tabled by Council at their January 21st meeting in order to acquire additional information.

A developer wishes to submit an application with the State in order to receive a nine percent (9%) housing tax credit for creation of an apartment complex. This proposed complex will consist of sixty (60) apartments of which forty-six (46) will be for persons of lower income for a set number of years, as described to Staff by the applicant. This lower income measurement is grouped into Area Median Family Income (AMFI) and Area Median Gross Income (AMGI). The tax credit will be used to offset potential costs associated with the construction of the apartment complex. The proposed location of the apartment complex will be located at the NW corner of Lohman Ford Rd. and Panorama Ridge. There is presently an old quarry site at that location.

Eventually the property will require a PDD Modification in order to allow for this apartment complex. The approval of this Resolution signifies the City supports the application for the housing tax credits only and does not signify support for any PDD modifications to allow for the apartments; these are two entirely separate items.

The applicant has provided a Power Point presentation to give Council more information and this has been attached to the packet. They have also provided additional fifteen (15) pages of information for Council to review.

**Impact if Approved:**

**The applicant will have City support in submitting the application to the State.**

**Impact if Denied:**

**The applicant will NOT have City support in submitting the application to the State. This MAY impact whether the applicant can secure the housing tax credits to build the project.**

**Is Funding Required?**     Yes     No    **If Yes, Is it Budgeted?**     Yes     No     N/A

**Indicate Funding Source:**

N/A

**Suggested Motion/Recommendation/Action**

**Motion to:**

**Approve Resolution**

**Motion to:**

**Deny Resolution**

**Motion to:**

**Table Resolution**

**Known As:**

**Resolution 16-1636, A Resolution supporting Panorama Ridge, L.P. in submitting an application to the State Department of Housing and Community Affairs.**

**Agenda Item Approved by City Manager**

**CITY OF LAGO VISTA, TEXAS**

**RESOLUTION 16-1636**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS SUPPORTING PANORAMA RIDGE, L.P. IN SUBMITTING AN APPLICATION TO THE DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS FOR A 2016 COMPETITIVE 9% HOUSING TAX CREDITS FOR THE CREATION OF PANORAMA RIDGE APARTMENTS.**

**WHEREAS**, Panorama Ridge, L.P. has proposed a development for affordable rental housing at 6601 Panorama Ridge named Panorama Ridge Apartments in the City of Lago Vista, and

**WHEREAS**, Panorama Ridge, L.P. has advised that it intends to submit an application to the Texas Department of Housing and Community Affairs for 2016 Competitive 9% Housing Tax Credits for Panorama Ridge Apartments

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

**THAT**, that the City hereby confirms that it supports the proposed Panorama Ridge Apartments, located at 6601 Panorama Ridge, Lago Vista, TX, application number 16179 as submitted to the Department of Housing and Community Affairs, and

**FURTHER RESOLVED**, that for and on behalf of the Governing Body, Dale Mitchell, Mayor, are hereby authorized, empowered, and directed to certify these resolutions to the Texas Department of Housing and Community Affairs.

**AND, IT IS SO RESOLVED.**

**PASSED AND APPROVED** this 18<sup>th</sup> day of February, 2016.

\_\_\_\_\_  
Dale Mitchell, Mayor

Attest:

\_\_\_\_\_  
Sandra Barton, City Secretary

On a motion by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, the above and foregoing instrument was passed and approved.



PANORAMA RIDGE APARTMENTS  
Multifamily Development for Lago Vista

# Overview of Project

- 7.4 acres off Lohman Ford Road (6601 Panorama Ridge)
- Austin/Round Rock MSA
- ~ 72 units
  - 24 one bedroom/one bath units
  - 36 two bedroom/two bath units
  - 12 three bedroom / two bath units
- Set-Asides
  - 30% of AMGI (6 units)
  - 50% of AMGI (14 units)
  - 60% of AMGI (20 units)
  - Market Rate (32 units)
- Will be first multifamily development in Lago Vista
- Estimated stabilized annual property taxes: \$96,000
- Potential for job creation
- Local area spending by construction crews during build

# 6601 Panorama Ridge



Would allow for multi-use by keeping section available for commercial buyers/tenants

# Attributes

## ▪ Location

- Site is at top of a hill with both Lake Travis and Hill Country views
- Within 1 mile of CVS, Lowes, banks, new Scott & White clinic, public library, day care, and restaurants
- Excellent schools

## ▪ Building

- Professionally designed and landscaped
- Clubhouse with amenities
- Swimming pool
- Fenced dog park
- Will meet all city building/site requirements



# Typical Resident

- Active, employed heads of household and their family
- Single/Married professional adults
- Retired persons on a pension/fixed income
- Veterans
- Teachers, firemen, policemen, city workers/staff, hourly wage earners, nurses, etc.



# Income and Rent Limits

## Income Limits by number of household members

AMFI %	1	2	3	4
30%	\$16,140	\$18,450	\$20,760	\$23,040
50%	\$26,900	\$30,750	\$34,600	\$38,400
60%	\$32,280	\$36,900	\$41,520	\$46,080

## Rent Limits by number of bedrooms

AMFI %	1	2	3
30%	\$432	\$519	\$599
50%	\$720	\$865	\$998
60%	\$864	\$1,038	\$1,198

Note: Income and Rent limits are determined by HUD. These are based on a published Median Income of \$76,800.

The housing tax credit program does not provide tenants with governmental rent subsidies. It provides equity to build the development which allows the developer to charge lower rents to the tenants.

# Future Residents New Home

## PROPOSED SITE AMENITIES

- ❑ Stunning Lake and Hill Country views
- ❑ Resort style swimming pool
- ❑ Children's playscape
- ❑ Fenced dog park
- ❑ BBQ grills and picnic tables
- ❑ Furnished clubhouse with fitness center
- ❑ Professionally designed and installed landscaping
- ❑ Professional on-site management



## PROPOSED UNIT AMENITIES

- ❑ Energy Star appliances
- ❑ Full size washer/dryer connections
- ❑ Pet friendly environment
- ❑ Spacious living and bedroom areas
- ❑ Ceiling fans/lights in living room and bedrooms
- ❑ Tile floors and surround in bathrooms
- ❑ Covered entries and patios/balconies
- ❑ Granite countertops

# My Previous Developments





# Timeline

- Site control
- Pre applications due – January 8, 2016
- Rezoning (if req) requests due – late February 2016
- Full applications due – March 1, 2016
- Market Study due – March 1, 2016
- HTC award announcements – July 2016
- HTC Funding commitments issued – August 2016
- Anticipated closing – February 2017
- Construction Start – February 2017
- Lease-up Start – November 2017
- Expected Completion – April 2018

# Overview of Housing Tax Credit (“HTC”) Program

## What is the HTC program?

It is one of the primary means of directing private capital toward the development and preservation of affordable rental housing for low-income households. It is funded by the US Treasury Department and overseen by the IRS. It is one of the most successful public-private partnerships in the U.S.

## How do HTC’s Work?

Tax credits are awarded to eligible participants to offset a portion of their federal tax liability in exchange for the production or preservation of affordable rental housing. The tax credits are sold to major corporate and financial institutions and the equity, along with conventional loans and/or other financing sources, are used to finance the construction of the project. The value associated with the tax credits allows residences in HTC developments to be leased to qualified households at below market rate rents.

## How are HTC units different from Section 8?

HTC units offer income qualified tenants a unit at a reduced rental rate that is restricted by annually published HUD rent guidelines. Section 8 determines the rent based on 30% of a tenant's actual income.

**From:** [Ina Spokas](#)  
**To:** [David Harrell](#)  
**Subject:** Lago Vista - response to Councilman Shoumakers question about crime  
**Date:** Tuesday, February 02, 2016 7:27:28 AM  
**Attachments:** [Myths and stereotypes about Affordable Housing.pdf](#)

---

David – Please see the attached article. It is probably the most concise response to Councilman Shoumaker’s question regarding crime. Below are links to some research which should help dispel some concerns. Please let me know if there are questions. Note that affordable housing used to only be built in the poorest of neighborhoods and very low income Qualified Census Tracts (QCT’s). The research shows that most time crime rates actually improve over time. If housing is built in a stable neighborhood to begin with, studies show that crime is not affected by the new development.

Thank you.

Ina

<http://www.urban.org/urban-wire/affordable-housing-safe-neighborhoods-four-lessons-success>

It cites a few studies which are also linked in the posting that show that **“Subsidized housing doesn’t bring crime or disinvestment if it’s well designed and managed and if the neighborhood is safe and stable to begin with.** Many communities fight to exclude affordable housing developments because they fear rising crime and declining property values. Some research has found that an influx of subsidized households [may affect crime rates](#), but only in communities that are already struggling with disinvestment and worsening crime. A much larger body of [evidence](#) confirms Massey’s new findings that crime and property values are unaffected by the construction of subsidized housing.”

<http://www.urban.org/research/publication/movin-out-crime-and-huds-hope-vi-initiative>

This research evaluated the impact on crime of the closing, redevelopment, and subsequent reopening of three public housing developments in Milwaukee, Wis., and Washington, D.C., under the U.S. Department of Housing and Urban Development (HUD)’s HOPE VI initiative. We found a clear indication in all three sites that crime dropped at some point during redevelopment and we generally observed a diffusion of benefits from the redeveloped sites outward. The findings suggest that large-scale public housing redevelopment initiatives like HOPE VI can create a diffusion of benefits to nearby areas, which may also experience reductions in crime levels.

<http://socrates.berkeley.edu/~raphael/IGERT/Workshop/Matt%20Friedman%20-%20Fall%202010.pdf>

This paper examines the effect of rental housing development subsidized by the government’s Low-Income Housing Tax Credit program on local crime. We take advantage of changes in the formula used to determine the eligibility of census tracts for Qualified Census Tract (QCT) status, which affects the size of the tax credits developers receive for building lowincome housing. QCT status attracts real estate development from other parts of the county, differentially improving the housing stock in the poorest census tracts. Low-income housing development, and the associated revitalization of neighborhoods, brings with it significant reductions in violent crime that are

measurable at the county level. There are no detectable effects on property crime, perhaps because of changes in reporting behavior among residents.

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## **Myths and Stereotypes about Affordable Housing**

### **MYTH: Affordable housing will drive down property values.**

**REALITY:** Repeated research has shown that affordable housing has no negative impact on the price or frequency of sales of neighboring homes. A recent study of four very-low-income family housing developments in suburban Chicago – Victorian Park in Streamwood, Liberty Lakes Apartments in Lake Zurich, Waterford Park Apartments in Zion, and Brookhaven Apartments in Gurnee - revealed that affordable housing can have a positive impact on surrounding property values. A Wisconsin study of housing constructed under the Low Income Housing Tax Credit program concluded that property values surrounding these developments rose, even in relatively affluent areas. In addition, mixed-income buildings can boost the residential real estate market in many areas by replacing the blighted buildings that keep real estate values low. Numerous studies over time from around the country support the general notion that affordable housing has no negative impact on surrounding property values—especially if it is thoroughly integrated into the neighborhood.<sup>1</sup>

### **MYTH: Affordable housing will look like “cheap housing.”**

**REALITY:** Affordable housing must comply with the same building restrictions and design standards as market-rate housing. Builders know that it makes sense to use the same construction techniques and materials for all units in a development. Furthermore, because affordable housing is often funded in part with public money, sometimes it needs to comply with additional restrictions and higher standards than market-rate housing. Groups like the Franciscan Ministries, the Community Housing Association of DuPage, the Lake County Residential Development Corporation (LCRDC) and a number of for-profit housing developers provide strong examples of high-quality affordable housing that blends in with market-rate housing here in the Chicago region. Many developments incorporating affordable units are built as low-rise garden apartments at a scale similar to large houses. Affordable housing is not affordable because it’s built with “sub-quality” materials; it is affordable in the sense that it is less costly to live in because it is supported by additional public and private funds.

### **MYTH: Affordable housing will bring lots of large families to the community, thereby increasing the burden on schools and roads.**

**REALITY:** According to the U.S. Census Bureau, rental apartments have fewer children per unit on average than owner-occupied, single-family housing; rental apartments contain a lower percent of units with one or more school aged children; and rental units have a lower average number of motor vehicles per unit.<sup>2</sup> A Massachusetts study found that multi-family housing

developments did not increase school costs.<sup>3</sup> Although not all multi-family rental units are affordable, they make up the bulk of affordable housing.

Affordable housing helps reduce the number of cars on the road by allowing working people to live near their jobs. In addition, studies show that affordable housing residents own fewer cars and drive less often than residents of market-rate homes.<sup>4</sup>

**MYTH: Affordable housing will reduce the quality of local schools and hurt standardized test scores.**

**REALITY:** Without affordable housing, many families are forced to move frequently, and their children are unable to remain in the same school for long. A Minneapolis study found that children whose families moved during the course of the school year attended school less often and scored significantly lower on standardized tests than those who stayed in one place.<sup>5</sup> Research on Chicago-area residents reveals that students forced to move around are much more prone to drop out of school.<sup>6</sup> Affordable housing minimizes such disruptions to children's education.

Economic integration of neighborhoods is necessary to create regional school systems in which all schools—not just a few—are excellent. Montgomery County, Maryland, has one of the most extensive ordinances setting aside affordable units in any new residential development, and consequently its population is economically integrated. The county also has one of the nation's best school systems, proving that affordable housing may even contribute to school quality.<sup>7</sup>

Affordable housing also helps schools attract and retain the best teachers. School districts across the country have developed innovative affordable housing programs that recognize that it is important for teachers to put down roots in the communities where they teach, and the federal government's "Teacher Next Door" program also helps teachers live in the school districts where they teach at a price they can afford.<sup>8</sup>

**MYTH: Affordable housing doesn't contribute to the local tax base and overburdens the local property tax system.**

**REALITY:** Nationwide, the effective tax rate (property tax paid relative to the market value) for multi-family complexes is significantly higher than single-family homes.<sup>9</sup> Thus, multi-family developments pay their "fair share" in local property taxes. A Massachusetts study of 41 towns found that multi-family complexes often generated a profit for local governments.<sup>10</sup> Most cities that have enacted inclusionary zoning ordinances have found that they spur more than enough economic development to keep public finances on a sound footing.<sup>11</sup> Furthermore, as stated above, multi-family housing offers greater efficiency in use of public services and infrastructure.

Across the country, municipalities with volunteer fire and ambulance crews have been facing pressure to hire salaried personnel as high housing costs force volunteers to move away. Affordable housing can help these communities retain their volunteers and thus keep public safety expenses down.<sup>12</sup>

**MYTH: Affordable housing will increase crime in the community and bring in undesirable residents.**

**REALITY:** Affordable housing can help a community maintain a stable population by making it easier to retain people who already live and work there. There is no evidence that affordable housing brings crime to a neighborhood. In fact, affordable housing, as a tool of economic development, can often help to lower crime rates. The National Crime Prevention Council calls for the construction of affordable housing to reduce crime because “neighborhood cohesion and economic stability are enhanced in areas where the continuing supply of dispersed, affordable housing is assured.”<sup>13</sup>

Whether a development will be an asset or a detriment to a community more often turns on basic management practices: careful screening, prudent security measures, and regular upkeep. Most affordable housing residents are seeking safe and decent housing that will allow them to live self-sufficient lives in a good community.

**MYTH: Affordable housing represents just another government welfare hand-out.**

**REALITY:** Wealthy homeowners benefit the most from federal housing subsidies. They receive a federal income tax deduction for mortgage interest paid, which is the largest housing subsidy program in the U.S., and a similar deduction for property taxes paid. In 2003, these subsidies cost the federal government **\$87.8 billion**, much of which went to the wealthiest 10% of U.S. taxpayers. Meanwhile, the federal government spent less than half as much (**\$41.5 billion**) to preserve, maintain, and build affordable rental housing through the entirety of the Department of Housing and Urban Development (HUD) budget (\$38 billion) and the low-income housing tax credit program (\$3.5 billion).<sup>14</sup>

**MYTH: Affordable housing is not fair; only the very poor benefit.**

**REALITY:** A lack of affordable housing negatively affects employers, seniors, poor people, immigrants, entry-level and service sector workers, and public sector professionals such as teachers, firefighters, and police officers. It also impinges on broader quality of life issues such as the economic development of the region, traffic congestion, commute times, and air quality. In short, it affects us all. Effectively solving the affordable housing crisis does not mean addressing the needs of just the poor; it also means addressing the needs of the business community, working- and middle-class families, and the broader population.

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<sup>1</sup>Michael MaRous, “Low-Income Housing in Our Backyard: What Happens to Residential Property Values?” *The Appraisal Journal* 64, 1, (1996): 27-34; Richard K. Green et al., *Low Income Housing Tax Credit Housing Developments and Property Values*. Center for Urban Land Economics Research, University of Wisconsin, 2002; Ingrid Gould Ellen et al., “Do Homeownership Programs Increase Property Value in Low Income Neighborhoods?” Joint Center for Housing Studies, Harvard University, Low Income Homeownership Working Paper Series, September 2001; Maxfield Research, *A Study of the Relationship Between Affordable Family Rental Housing and Home Values in the Twin Cities* (Minneapolis, MN: Family Housing Fund, 2000).; Joyce Siegel, *The House Next Door*, Innovative Housing Institute, 1999. <http://www.inhousing.org/housenex.htm>; Elizabeth Warren, Robert Aduddell, and Raymond Tatlovich. *The Impact of Subsidized Housing on Property Values: A Two-Pronged Analysis of Chicago and Cook County Suburbs*. Center for Urban Policy, Loyola

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University of Chicago, Urban Insight Series No. 13, 1983.; Paul Cummings and John Landis, *Relationships Between Affordable Housing Developments and Neighboring Property Values*. Institute of Urban and Regional Development, University of California at Berkeley, Working Paper 599, 1993.; Jeffery Baird, *The Effects of Federally Subsidized Low-Income Housing on Residential Property Values in Suburban Neighborhoods*. Northern Virginia Board of Realtors Research Study, December 1980.; Hugh Nourse, "The Effect of Public Housing on Property Values in St. Louis." *Land Economics* 60 (2), 1984.; Carol Babb, Louis Pol, and Rebecca Guy, "The Impact of Federally-Assisted Housing on Single-Family Housing Sales: 1970-1980." *Mid-South Business Journal*, July 1984; Robert Lyons and Scott Loveridge, *An Hedonic Estimation of the Effect of Federally Subsidized Housing on Nearby Residential Property Values*. University of Minnesota, Department of Applied Economics, 1993.

- <sup>2</sup>U.S. Census Bureau Decennial Census, 2000; U.S. Census Bureau American Housing Survey, 1995 and U.S. Census Bureau's Current Population Survey, 1998).
- <sup>3</sup>Community Opportunities Group and Connery Associates, *Housing the Commonwealth's School Age Children*. Boston: Citizens' Housing and Planning Association, 2003.
- <sup>4</sup>National Association of Realtors, "Smart Growth Techniques Pave the Way." <http://www.realtor.org/SG3.nsf/Pages/sum03afford?OpenDocument>; *Building Inclusive Community: Tools to Create Support for Affordable Housing Home Base/The Center for Community Concerns* (1996). Excerpts Available Online: [http://www.housingminnesota.org/take\\_action/chall\\_stereotypes.html](http://www.housingminnesota.org/take_action/chall_stereotypes.html). California Planning Roundtable, *Myths and Facts about Affordable and High Density Housing*. Available online at <http://www.cprroundtable.org/cprwww/docs/mythsnfacts.pdf>.
- <sup>5</sup>Family Housing Fund, *Kids Mobility Project Report*, March 1998. Available at <http://www.fhfund.org/dnld/reports/kids.doc>.
- <sup>6</sup>Chicago Coalition for the Homeless.
- <sup>7</sup>David Rusk, "The Baltimore Region Is Moving Towards Greater Economic School Segregation," Abell Foundation, September 2003.
- <sup>8</sup>Galley, Michelle, "For Sale: Affordable Housing for Teachers." *Education Week* 20:25, pp. 16-17. Also available at <http://www.edweek.org/ew/ewstory.cfm?slug=25housing.h20>.
- <sup>9</sup>U.S. Census Bureau Residential Finance Survey, 1991. Minnesota Tax Payers Association National Survey, 1998.
- <sup>10</sup>Judith Barrett and John Connery, *Housing the Commonwealth's School-Age Children*. Citizens' Housing and Planning Association Research Study, August 2003.
- <sup>11</sup>*Inclusionary Zoning: A Policy That Works for the City That Works*. BPI Research Study, December 2003.
- <sup>12</sup>National Volunteer Fire Council, "The Needs of America's Volunteer Fire Service." Available online at [http://www.nvfc.org/news/hn\\_american\\_fireservice\\_needs.html](http://www.nvfc.org/news/hn_american_fireservice_needs.html).
- <sup>13</sup>National Crime Prevention Council, Topics in Crime Prevention. "Strategy: Ensure Supply of Affordable Housing." <http://www.ncpc.org/ncpc/ncpc/?pg=2088-9318>. Accessed June 1, 2004.
- <sup>14</sup>Numbers below from: U.S. Census Bureau, *2003 Statistical Abstract of the United States*, Section 9: Federal Government Finances and Employment. Available Online: <http://www.census.gov/prod/2004pubs/03statab/fedgov.pdf>.

**From:** [Ina Spokas](#)  
**To:** [David Harrell](#)  
**Subject:** Thank you and follow-up to council's questions  
**Date:** Friday, January 22, 2016 8:23:30 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image007.jpg](#)  
[image008.png](#)  
[Capstone Resume AFF.pdf](#)  
[KCG Resume.PDF](#)

David – thank you again for your assistance. Per the council meeting last night, you offered to be the conduit for additional information. Would you please forward this to Mayor Mitchell, members of council and City Manager Vossmer? Thank you.

Mayor Mitchell and Members of council –

Thank you again for letting me present to you our proposal to bring multifamily to the ever-growing city of Lago Vista. I am passionate about what I do and my goal is to serve those communities and provide safe, clean affordable housing. Everybody deserves a nice place to live, regardless of his/her economic situation. As your city continues to grow, each segment of economic wealth will expand along with it. The need and demand for housing of all types will continue to rise and we would like the opportunity to be part of this community. I have attached our company resume along with information from Capstone, the property management firm. Please let me know if you would like them to present additional information at the February 18 council meeting or if there are other questions I can answer for you. I appreciate your time and questions and consideration for this project.

Requested information NOT included below: Crime statistics (per Councilman Shoumaker). I will provide an update once I have more information on this topic. Please let me know if I have missed/overlooked something.

There are a couple questions asked that I need to correct my answer:

Councilman Smith asked whether she would be able to live in a 1 bedroom apartment with two children. I said ‘no’ but I double checked and a max of 3 persons are allowed to live in a 1 bedroom apartment.

Mayor Mitchell asked about adjacent units – As I was driving home last night I think I more clearly understood his question. I believe what he was asking was if there was, for example, a tenant living in an apartment paying 30% of AMGI, would there be difficulty in renting the apartment next door.

At the previous communities I have helped develop and build, we have never had that issue. The income level and rent level of each tenant is not ‘advertised’. No one would know who is paying what amount unless they shared that information themselves. The different rent levels of units are scattered throughout the development.....there is no concentration of income levels. These properties are operating at a 95%+ level of occupancy.

Councilman Shoumaker asked about the size of the local projects I worked on with my previous employer and how many units at each were affordable vs. Market Rate. I have included the addresses of each as well, per Mayor Pro Tem Smith’s request.

I encourage each of you to stop by and take a look around at any of them.

	Year Built	Affordable # units	MR units	Total units	Address
San Gabriel Senior Village	2007	100	0	100	2101 Railroad Street, Georgetown, TX 78626
Bluffs Landing Senior Village	2009	144	0	144	3201 Bluffs Landing Way, Round Rock, TX 78665
Creekside Villas Senior	2010	144	0	144	590 Ranch Road 967, Buda, TX 78610

Village					
Leander Station Senior Village	2011	168	24	192	11450 Old 2243 West, Leander, TX 78641
Merritt Legacy (family)	2015	166	42	208	1350 Sonny Drive, Leander, TX 78641

Classification of Apartment Buildings (Councilman Cox)

I had to resort to the Google as I did not know the answer to this. Below are the definitions I found. I looked at a couple of different sources and they are pretty consistent in defining the terms. Because affordable housing, from a rental income perspective, does not really fit into any of these categories, our apartments fit between the Class A and Class B standards. They are quality built buildings with beautiful clubhouses and amenities and professionally landscaped and the market rates rents demanded are near the higher end of the range.

Source: <http://www.crefcoa.com/property-classifications.html>

## Multifamily Investment Property Classifications

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Crefcoa provides multifamily housing and apartment loans where the building is classified as “A”, “B”, and “C” as long as they are acceptable to Lender in both physical condition and market attributes. The building classifications are as follow and may vary from market to market.

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## Multifamily Property Classifications Overview

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### Class A Multifamily

- Generally, garden product built within the last 10 years
- Properties with a physical age greater than 10 years but have been substantially renovated
- High-rise product in select Central Business District may be over 20 years old
- Commands rents within the range of Class “A” rents in the submarket
- Well merchandised with landscaping, attractive rental office and/or club building
- High-end exterior and interior amenities as dictated by other Class “A” products in the market
- High quality construction with highest quality materials

### Class B Multifamily

- Generally, product built within the last 20 years
- Exterior and interior amenity package is dated and less than what is offered by properties in the high end of the market
- Good quality construction with little deferred maintenance
- Commands rents within the range of Class “B” rents in the submarket

### Class C Multifamily

- Generally, product built within the last 30 years
- Limited, dated exterior and interior amenity package

- Improvements show some age and deferred maintenance
- Commands rents below Class “B” rents in submarket
- Majority of appliances are “original”

### **Class D Multifamily**

- Generally, product over 30 years old, worn properties, operationally more transient, situated in fringe or mediocre locations
  - Shorter remaining economic lives for the system components
  - No amenity package offered
  - Marginal construction quality and condition
  - Lower side of the market unit rent range, coupled with intensive use of the property (turnover and density of use) combine to constrain budget for operations
- 

Thank you again for your time and consideration.  
Ina



**Ina Spokas | Vice President - Development**

**[KCG Development](#)**

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## Company Overview

### **About:**

KCG Development was formed in 2015 to develop, acquire, rehabilitate and own apartment communities in the East, Midwest, South, and Southeast. We take a triple bottom line approach to development with the focus on maximizing environmental, social and financial returns with our communities and partners. We understand that the social impact and profitable development do not have to be mutually exclusive. KCG knows that vibrant communities must have connections to all who live and work there. Recognizing that need and knowing ways to address it is what sets our team apart from other real estate and development professionals. Our creativity and experience serve as the foundation for our exceptional results and the springboard from which we seek new ways to build more complete and vibrant communities. Our communities will represent countless opportunities for residents to live, work, grow, learn and play. We have a passion for creating communities that have a positive impact on residents and the overall community.

### **Our Goal:**

We strive to reach beyond just real estate development and into the realm of community development. Ultimately, we want to connect people and ideas with capital, so that together we can create meaningful economic, environmental and social impacts. We work hard to nurture existing relationships and develop new ones. We build alliances through responsiveness and an open attitude. It is through collaboration that we can unlock complexities and discover true possibilities. History has taught us there is no better way to build successful communities.

Our goal is to create a vertically integrated real estate development company that sets the standard for excellence in the multifamily industry and becomes the partner of choice for community redevelopment. We want to be recognized for the quality of our communities and the positive impact they make.

### **Our Team:**

The most meaningful measure of our accomplishments is the lasting legacy we have with the communities we have had the privilege in serving and the families we have helped along the way to provide safe, beautiful, and affordable homes. Our team has already developed or financed over \$1.3 billion of multifamily rental housing towards this effort. We rely on our combined experiences to create unique financing solutions for each situation. We do not take a "one-size-fits-all" approach to development but rather creatively collaborate with community stakeholders to build sustainable, active communities.

We have successfully planned, developed, rehabilitated and/or managed many different types of communities. Our team experience includes mixed-use, mixed-income, transit-oriented, green building, historic rehabilitations, and both market-rate and work-force housing. One of our key strengths is the ability to work together as a team and collaborate with our partners and stakeholders to create sustainable and financially feasible communities. This is how we have been able to provide the highest benefit for the overall community and the residents they serve. This is who we are.

## **RJ Pasquesi, CFA | President:**

RJ Pasquesi is the Founder and President of KCG Development. He is responsible for providing both the strategic direction and for leading the day-to-day operational activities of the firm. R.J.'s work at KCG also encompasses taking the lead on equity and lender relationships, project specific financing issues, and growing the portfolio through the acquisition and development of apartment communities.

Prior to forming KCG, R.J. was a senior executive at Herman & Kittle Properties where he led the development and finance areas and helped double the size of the firm over his tenure. During his time there, R.J. was involved in the development, acquisition and / or financing of over 7,500 apartment homes totaling more than \$600 million in investments and over 630,000 square feet of self-storage totaling more than \$45 million in investments. R.J. began his real estate career working for Affinity Real Estate, LLC, a boutique real estate investment firm. R.J. also worked at Bank of America in both Investment Banking and Portfolio Management. While in the Investment Banking Group, he was responsible for developing corporate finance models to analyze capital structures, acquisitions / divestitures, and corporate valuations. While in the Portfolio Management Group, R.J. assisted in the negotiation and structuring of senior bank debt facilities.

R.J. earned his Bachelor of Science from the Kelly School of Business at Indiana University. He has also obtained his Chartered Financial Analyst (CFA) designation and is a member of the CFA Institute and the CFA Society of Indianapolis. R.J. currently lives in the Indianapolis area with his wife and three daughters.

## **Marvin Wilmoth | Vice President – Development:**

As Vice President - Development for KCG, Marvin is responsible for the origination of multifamily opportunities and the establishment and management of strategic relationships throughout the Eastern United States. Marvin has over ten years of experience in real estate development, finance and acquisitions.

Most recently, Marvin was a Senior Developer and Regional Co-Head for Miller Valentine Residential Development where he was responsible for deal origination, site selection, public relationships, and project management. During his tenure with Miller Valentine Residential Development, Marvin identified and secured the financing for approximately \$40 million of development throughout the Southeast representing over 240 units of affordable multifamily housing.

Prior to joining MVG, Marvin was the Regional Director at Carlisle Development Group, where he originated and managed affordable developments representing over 750 residential units and \$230 million of total development cost in the Southeast and Caribbean. Mr. Wilmoth began his career at J.P. Morgan's Investment Banking Division in New York where he transacted over \$9.6 billion of debt, equity and acquisition value. Marvin is a member of the North Bay Village Planning and Zoning Board, a Board member for EcoTech Visions and heads the SEO South Florida Alumni Association.

Marvin has a B.S., Business Administration, Florida A & M University; M.B.A., Finance Concentration, Florida A&M University; M.S., Real Estate Development, Columbia University.

## **Ina Spokas | Vice President – Development:**

Ina is Vice President - Development for KCG Development. Ina is responsible for the origination of multifamily opportunities and the establishment and management of strategic relationships throughout the southwest region, primarily Texas and Oklahoma. She has over seven years of experience in real estate finance and development.

Ina most recently was a project manager in land development for D.R. Horton. During her tenure, she facilitated development and pre-development efforts for over \$200 million of single family home developments representing over 3,300 lots. While working for Denison Construction, Inc., a boutique affordable housing development group in central Texas, her responsibilities included compiling and submitting various funding applications, construction and lease-up oversight, and closing coordinator duties for over 850 units totaling more than \$100 million in investments.

Ms. Spokas started her career in the high-tech world working first at IBM in East Fishkill, NY as a process engineer for thin film multi-layer ceramics. She moved to Austin, TX to work for Motorola as a packaging engineer, where she still resides.

Ina has a B.S. in Engineering from the University of Illinois, Champaign-Urbana, a MBA from the University of Texas-Austin, is a certified HUB, and is a registered WBE in the City of Austin.

## **Anthony Ceroy | Vice President – Development:**

As Vice President - Development for KCG, Anthony is responsible for the origination of multifamily opportunities and the establishment and management of strategic relationships throughout the Eastern United States. Anthony has over ten years of experience in real estate development, finance, acquisitions, and asset and property management.

Most recently, Anthony was a Senior Developer and Regional Co-Head for Miller Valentine Residential Development where he was responsible for deal origination, site selection, public relationships, and project management. During his tenure with Miller Valentine Residential Development, Anthony identified and secured the financing for approximately \$40 million of development throughout the Southeast representing over 240 units of affordable multifamily housing.

Previously, as Finance Director at Carlisle Development Group, he structured and negotiated housing credit partnerships and debt placements representing over \$250 million of third-party investment sourcing affordable housing communities in Florida, South Carolina, North Carolina, Washington D.C., Texas, and the Virgin Islands. Several of the aforementioned developments involved public and private partnerships between this Development Group and various housing authorities. Lastly, Anthony worked for City Real Estate Advisors in Indiana, where he supported the closing of more than \$100 million of LIHTC equity throughout the Midwest and California.

Anthony has a B.S., Business Administration, The University of Florida, Warrington College of Business.

## **Matthew Gilhooly | Development Analyst:**

As Development Analyst, Matt is responsible for supporting and assisting the Vice Presidents in their origination opportunities. Matt has five years of experience in construction and real estate development.

Most recently, Matt worked for City Real Estate Advisors, a national tax credit syndication firm specializing in low-income housing tax credits, in their Construction and later Underwriting Departments. While in the Construction department, he was responsible for pre-development construction feasibility analysis and construction monitoring duties focusing on the various implications construction costs and delivery timelines have in the LIHTC industry. Matt later transitioned to CREA's Underwriting Group where he was responsible for assisting in pre-development underwriting and financial structuring. During his tenure at CREA, Matt assisted in the closings of over \$300 million in LIHTC equity.

Prior to joining CREA, Matt worked for custom homebuilders in Charlotte, NC and Cincinnati, OH on single-family homes ranging in size from \$300,000 to \$12 million. Matt held a number of responsibilities with both groups including project management, estimating, subcontractor coordination and municipal inspections.

Matt has a B.S., Building Construction Management, Purdue University, Residential Construction Management Minor.

## References:

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# CAPSTONE

## REAL ESTATE SERVICES, INC.

*“Our mission is to enhance our client’s investments and create quality living and working environments.”*

### PROFILE

Capstone Real Estate Services, Inc. is a full-service, third-party management firm presently managing approximately **36,000 multi-family units**. Founded in 1969, Capstone maintains 13 offices across 5 states and employs approximately 850 people in the field of property management, and our portfolio extends to over 75 cities. The size of our portfolio ranks us as one of the **15 largest third-party** management firms in the nation.

♦Austin ♦Abilene ♦Albuquerque ♦Amarillo ♦Beaumont ♦Brownsville ♦Corpus Christi ♦Dallas ♦El Paso ♦Miami ♦Houston ♦Laredo ♦San Antonio

**Neither Capstone nor its principals owns, buys or sells investment real estate and we have no conflicts with our clients' interests in this regard.** This distinguishes us from many competing firms and enables us to provide the personalized service each property deserves, without the distraction that ownership can cause. Consequently, we focus on the client’s goals beginning with take-over. **Third-party real estate management** is the business on which we have built our reputation, and we are committed to providing the highest standards of service and integrity to our clients.

### PROPERTY MANAGEMENT SERVICES

#### Pre-Acquisition Due Diligence Services

Interior Walk Through, Market Analysis, Operating Projections, Lease File Review, Exterior Observations

#### New Development Planning

Project Design Consulting, Marketing Consulting, Lease-up Specialists

#### Full Service Property Management

Traditional Multifamily Housing, Student Housing, Seniors Housing, Affordable Housing, Military Housing, Renovation Supervision, Manufactured Home Parks, High/Mid Rises

### AFFORDABLE HOUSING

Capstone has significant experience with affordable housing units. Currently, Capstone manages affordable communities totaling **over 21,000 units**. This includes the LIHTC Program, the RTC/AHDP Affordable Housing Program, Tax Exempt Bond, HOME, Section 8, Housing Trust Fund (HTF), Walker Program, Section 202 Elderly, Military Rent-Restricted, Public Housing, and more. To better serve its clients, Capstone has a Compliance Department to effectively monitor properties it manages with governmental reporting requirements. We understand the importance of being **“in compliance”** and the process that accompanies it. Capstone is currently **ranked by NAHMA as the nation’s 9th largest affordable housing management company, as well as the 4th largest LIHTC manager in the country.**

### NEW CONSTRUCTION

Capstone’s apartment new construction management experience is extensive. The firm’s new development background includes project design consulting, pre-construction planning, décor consulting, promotion and full lease-up for **175+ properties totaling over 33,000 units in 58 cities and 6 states since 1994**. Our objective is to reach full occupancy and maximize the bottom line in the shortest time possible in accordance with the owner’s investment parameters. **About 75% of our lease-ups have been completed in 9 months or less and a full 51% have been completed in 6 months or less.**

## PROFESSIONAL PERSONNEL DEVELOPMENT

The key to quality client service is motivated and well-trained personnel. Our **training department** conducts extensive monthly seminars to each of our regional offices covering:

- ◆ Leasing & Marketing
- ◆ Fair Housing
- ◆ Risk Management
- ◆ Accounting Software
- ◆ Resident Retention
- ◆ Performance Evaluation

Our corporate-wide incentive program, “Accelerating Income Monthly” (AIM), rewards on-site staff for increasing the property’s economic occupancy. The program aligns on-site staff, Regional Manager and Owner objectives into one concise statement; increase property income and value.

## ACCREDITATIONS

Accredited Management Organization (AMO®), Institute of Real Estate Management (IREM®)  
Certified Property Manager (CPM®), Certified Public Accountant (CPA)  
Accredited Resident Manager (ARM®), Certified Apartment Manager (CAM®)  
Certified Occupancy Specialist (COS®), Assisted Housing Professional (AHP)  
Tax Credit Specialist (TCS), Housing Credit Certified Professional (HCCP®)  
National Compliance Professional (NCP), Certified Professional of Occupancy (CPO)  
Continuing Certified Credit Compliance Professional (C4P)

## LEVERAGED EXPENSE CONTROL

Capstone’s National Accounts has saved our clients millions of dollars by leveraging our portfolio with the industry’s most recognized vendors. We have negotiated highly competitive contracts and volume discounts for the recurring top expenses a community has, such as property insurance, utilities, flooring, maintenance supplies, paint supplies, office supplies, among many more. Our auditing program recaptures expenses such as utility bill overages, residents’ electricity, and through a thorough waste management review. Our clients enjoy the assurance that routine operating expenses are closely monitored and significantly discounted through Capstone’s National Accounts.

- ◆ Volume Purchasing Program
- ◆ Negotiated Service Contracts
- ◆ Master Insurance Program
- ◆ Utility Management
- ◆ Operating Revenue Enhancement Programs

## EXECUTIVE OFFICERS

James W Berkey, *President*  
Grant Berkey, *Chief Executive Officer*  
Hugh A. Cobb, *Chief Operating Officer*  
Matthew C. Lutz, *Executive Vice President*  
Mike Gettman, *Corporate Vice President*  
Steve Roach, *Vice President*  
Debbie Wiatrek, *Vice President*  
Quintina Wills, *Vice President*

Regional Vice Presidents: Jim Weissmiller, Patti Thomas-Shaw, Beth Thompson, Lita J. Rodriguez

**Our experience works for you.**

## CONTACT INFORMATION



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**AGENDA ITEM**

**City of Lago Vista**

**To:** **Mayor & City Council** **Council Meeting:** **February 18, 2016**

**From:** **David Harrell, AICP, Director**

**Subject:** **CONSIDERATION OF RESOLUTION 16-1639, A RESOLUTION AUTHORIZING THE CITY MANAGER, ON BEHALF OF THE CITY, TO ENTER INTO AGREEMENT WITH THE LOWER COLORADO RIVER AUTHORITY (LCRA) ESTABLISHING A FRAMEWORK THAT DEFINES HOW THE LCRA WILL PARTNER WITH THE CITY IN OFFERING AN IRRIGATION TECHNOLOGY REBATE PROGRAM TO THE CITY'S WATER CUSTOMERS**

**Request:** **Business Item** **Legal Document:** **Resolution** **Legal Review:**

**EXECUTIVE SUMMARY:**

**This agreement will allow for City water customers to receive rebates for installation of rain sensors and/or soil moisture sensors and/or pressure reducing heads and nozzle on their irrigation systems. The program will be administered by the LCRA. The maximum rebate will be up to \$250.00 per soil moisture sensor, \$50.00 per rain sensor, and up to \$5.00 per unit for pressure regulating heads and nozzles with a grand total of \$350.00 or 50% total cost, whichever is least, to each customer for irrigation technology upgrades. Customers would submit copies of equipment purchase receipts and a completed Rebate Application Form within sixty (60) days of completing the work to LCRA. In this agreement the City would incur no cost and only be responsible of verifying water services to a customer when asked by LCRA.**

**Impact if Approved:**

**City water customers may receive rebates for irrigation technology upgrades which would reduce the cost of irrigation parts and thereby further encourage less water usage.**

**Impact if Denied:**

**City water customers will NOT receive rebates for irrigation technology upgrades which would reduce the cost of irrigation parts and may NOT encourage less water usage.**

**Is Funding Required?**     Yes     No    **If Yes, Is it Budgeted?**     Yes     No     N/A

**Indicate Funding Source:**

N/A

**Suggested Motion/Recommendation/Action**

**Motion to:**           

**Motion to:**           

**Motion to:**           

**Known As:**

**Resolution 16-1639, Irrigation Technology Rebate Program.**

**Agenda Item Approved by City Manager**

**CITY OF LAGO VISTA, TEXAS**

**RESOLUTION 16-1639**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS AUTHORIZING THE CITY MANAGER, ON BEHALF OF THE CITY, TO ENTER INTO AGREEMENT WITH THE LOWER COLORADO RIVER AUTHORITY (LCRA) ESTABLISHING A FRAMEWORK THAT DEFINES HOW THE LCRA WILL PARTNER WITH THE CITY IN OFFERING AN IRRIGATION TECHNOLOGY REBATE PROGRAM TO THE CITY'S WATER CUSTOMERS**

**WHEREAS**, the City of Lago Vista is a water customer to the Lower Colorado River Authority and both work in tandem to enforce and administer programs and regulations concerning usage of water, and

**WHEREAS**, the City sees a benefit in entering into an agreement with the Lower Colorado River Authority concerning technology upgrade rebates for irrigation systems that will benefit both entities.

**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 authorize the City Manager, on behalf of the City, to enter into agreement with the Lower Colorado River Authority to establish a framework that defines how the Lower Colorado River Authority will partner with the City of Lago Vista in offering an irrigation technology rebate program with the City of Lago Vista's water customers.

**AND, IT IS SO RESOLVED.**

**PASSED AND APPROVED** this 18th day of February, 2016.

\_\_\_\_\_  
Dale Mitchell, Mayor

Attest:

\_\_\_\_\_  
Sandra Barton, City Secretary

On a motion by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, the above and foregoing instrument was passed and approved.

# **IRRIGATION TECHNOLOGY REBATE PROGRAM**

**BETWEEN**

**THE CITY OF LAGO VISTA**

**AND**

**THE LOWER COLORADO RIVER AUTHORITY**

This Agreement is entered into by and between the Lower Colorado River Authority (“LCRA”), a conservation and reclamation district of the State of Texas, and the City of Lago Vista, a municipal corporation of the State of Texas (“Customer”).

## **I. Term**

This Agreement is effective as of the date of the last signature below (“Effective Date”), and will remain in effect for a period of one (1) year. This Agreement will automatically renew on an annual basis, but will not exceed a total term of five (5) years. These annual renewals may be discontinued by either party upon written notice to the other party prior to the next annual renewal date.

## **II. Purpose**

The purpose of this Agreement is to establish a framework that defines how LCRA will partner with Customer in offering an irrigation technology rebate program (“Program”) within the Customer’s service area.

## **III. LCRA and Customer’s Responsibilities**

- A. Program advertising will be LCRA’s responsibility. LCRA will inform qualified end-users about the Program through, advertisements, seminars, web site postings or other means. LCRA encourages Customer to publicize the Program where possible.
- B. LCRA will establish an application processing procedures, including any applicable timeframes, and will utilize an application form provided by LCRA.
- C. Based on information received in applications for the Program, LCRA will contact Customer to determine which end-users are eligible for the Program.
- D. Customer will determine eligibility of end-user to participate in Program and advise LCRA of eligibility status in a timely manner.
- E. Customer will report to LCRA any issues encountered by Customer or its end-users related to the Program.
- F. LCRA will provide Program oversight and support.

**IV. Costs**

Each Party shall be solely responsible for any and all costs and expenses associated with its obligations hereunder.

**V. Termination**

- A. In the event of a material failure by a Party to perform its duties and obligations in accordance with the terms of this Agreement, the other Party may terminate this Agreement upon thirty (30) days advance written notice of termination setting forth the nature of the material failure; provided that, the material failure is through no fault of the terminating Party. The termination will not be effective if the material failure is fully cured prior to the end of the 30-day period.
- B. Either Party may terminate this Agreement without cause at any time upon thirty (30) days written notice to the other Party; provided, however, that the Parties' obligations incurred prior to the termination date shall remain in effect.

**VI. Survival**

Termination or expiration of this Agreement shall not relieve, reduce, or impair any rights or obligations of a party which expressly or by implication survive termination or expiration of this Agreement. Without limiting the generality of the foregoing, any portion of this Agreement that deals with Termination provisions and any subsequent obligations by either Party shall survive the termination or expiration of this Contract.

**VII. Miscellaneous**

A. Notices. Notices and communications under this Agreement shall be addressed as follows:

If to LCRA:  
 Nora Mullarkey  
 LCRA, L211  
 3700 Lake Austin Blvd  
 Austin, TX 78703  
 nmullarkey@lcra.org  
 512-369-4775

If to Customer:  
 Melissa Byrne-Vossmer, City Manager  
 City of Lago Vista  
 P.O. Box 4727  
 Lago Vista, TX 78645  
 mbyrnevossmer@lago-vista.org  
 512-267-1155

Either Party may designate an alternative addressee or address by sending written notice to the other Party.

- B. Entire Contract; Modifications. This Agreement supersedes all prior agreements, written or oral, between the Parties and shall constitute the entire agreement and understanding between the Parties with respect to the subject matter of this Agreement. This Agreement and each of its provisions shall be binding upon the Parties and may not be waived, modified, amended or altered except by a writing signed by both Parties.
- C. Assignment. This Agreement is not transferable or assignable except upon written approval by the Parties.

- D. Severability. If any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision thereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in this Agreement.
- E. Public Information. It shall be the independent responsibility of the Parties to comply with the provisions of Chapter 552, Texas Government Code (the "Public Information Act"), as those provisions apply to the Parties' respective information. Customer is not authorized to receive public information requests or take any action under the Public Information Act on behalf of LCRA. Likewise, LCRA is not authorized to receive public information requests or take any other action under the Public Information Act on behalf of Customer.
- F. Independent Contractor. LCRA and Customer shall operate hereunder as independent contractors and not as an officer, agent, servant, or employee of the other. Nothing in this Agreement shall be construed to create a joint venture or partnership between the Parties.
- G. Applicable Laws. LCRA and Customer will comply with all applicable federal, state, and local laws, ordinances, and regulations in the performance of this Agreement.
- H. Venue and Governing Law. Travis County, Texas will be the proper place of venue for suit on or in respect of the Agreement. The Agreement and all of the rights and obligations of the parties hereto and all of the terms and conditions hereof will be construed, interpreted and applied in accordance with and governed by and enforced under the laws of the State of Texas.
- I. Waiver. The failure of either Party at any one or more times to insist upon strict performance of the conditions and terms of this Agreement shall not be construed as a waiver of the right to demand strict compliance.
- J. Authorization. The individual executing the Agreement on behalf of Customer has been duly authorized to act for and bind Customer.

IN WITNESS WHEREOF, Customer and LCRA, on the respective dates written below their signatures, have made and executed this Agreement.

**Lower Colorado River Authority:**

**Customer:**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**AGENDA ITEM**  
**City of Lago Vista**

**To:** Mayor & City Council

**Council Meeting:** February 18, 2016

**From:** Sandra Barton, City Secretary

**Subject:** Consideration of Resolution No. 16-1640; A Resolution by the City Council of the City of Lago Vista, Texas authorizing the use of City streets for the 25th Annual La Primavera Lago Vista Bicycle Race to be held March 5 & 6, 2016.

**Request:** Business Item

**Legal Document:** Resolution

**Legal Review:**

**EXECUTIVE SUMMARY:**

This race has been held in Lago Vista since 1991. Each year we routinely authorize the use of the city streets.

This year is the 25th Annual Lago Vista La Primavera Bike Race, held Saturday, March 5 and Sunday, March 6.

Last year, this event brought 500 cyclists to Lago Vista on Saturday and 400 on Sunday. We are tracking toward similar totals this year. Currently, there are more than 80 citizens in Lago Vista that have volunteered this year to hold a stop sign at busy intersections for protect both the cyclists and the local drivers. Spectators can bring lawn chairs to the start/finish line is located near 1900 American Drive, where there will be face painting and food trucks. For kids 9 and under, there will be Boneshakers Kids' Fun bike race at 12:15 p.m. on Saturday, March 5. Local vendors participating in the event include Dee Dee's Tacos, Kuxtal Coffee, American Girl Grill and Kona Ice.

**Impact if Approved:**

N/A

**Impact if Denied:**

N/A

Is Funding Required?  Yes  No    If Yes, Is it Budgeted?  Yes  No  N/A

**Indicate Funding Source:**

**Suggested Motion/Recommendation/Action**

Motion to   -  -

Motion to   -  -

Motion to   -  -

**Known as:**

**Agenda Item Approved by City Manager**

\_\_\_\_\_

**CITY OF LAGO VISTA, TEXAS**

**RESOLUTION NO. 16-1640**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS  
AUTHORIZING THE USE OF CITY STREETS FOR 25<sup>th</sup> ANNUAL LA PRIMAVERA  
LAGO VISTA BICYCLE RACE TO BE HELD MARCH 5 & 6, 2016.**

**WHEREAS**, the City of Lago Vista, Texas is a Home Rule Municipality; and

**WHEREAS**, the City supports the orderly use of facilities, thoroughfares or properties for signature community events; and

**WHEREAS**, the Lago Vista & Jonestown Chamber of Commerce in conjunction with the Texas Bicycle Racing Association (TXBRA) will be hosting the 25<sup>th</sup> Annual La Primavera Lago Vista Bicycle Race on Saturday, March 5, 2016 and Sunday, March 6, 2016; and

**WHEREAS**, the City, its residents and community volunteers are honored to be associated with the event and the City Council of the City of Lago Vista desires to authorize the use of city streets for the 25<sup>th</sup> Annual La Primavera Lago Vista Bicycle Race;

**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 hereby authorizes the use of City Streets for the 25<sup>th</sup> Annual La Primavera Lago Vista Bicycle Race to be held on March 5 & 6, 2016.

**AND, IT IS SO RESOLVED.**

**PASSED AND APPROVED** this 18<sup>th</sup> day of February, 2016.

\_\_\_\_\_  
Dale Mitchell, Mayor

ATTEST:

\_\_\_\_\_  
Sandra Barton, City Secretary

On a motion by Council Member \_\_\_\_\_, seconded by Council Member  
\_\_\_\_\_, the above and foregoing instrument was passed and approved.



**AGENDA ITEM**

**City of Lago Vista**

**To:** **Mayor & City Council** **Council Meeting:** **February 18, 2016**

**From:** **Melissa Byrne Vossmer, City Manager**

**Subject:** **Discussion, Consideration and if Appropriate Adopting Resolution No. 16-1641, A Resolution by the City Council of the City of Lago Vista, Texas, Establishing a Capital Metro (CAPMETRO) Study Committee to Evaluate, Report, and Make Recommendations Concerning Capital Metro Services in Lago Vista; Providing for Appointment of Members; Specifying the Scope of Study for Such Study Committee; Providing for a Temporary Term and Dissolution of Such Study Committee; Requiring Compliance with the Open Meetings Act; and Providing for Related Matters.**

**Request:** **Business Item** **Legal Document:** **Resolution** **Legal Review:**

**EXECUTIVE SUMMARY:**

**At the January 7, 2016 City Council Meeting an item was on the agenda, copy attached), that provided an update to the City Council of the activities that had taken place over the last 8 months as it pertains to CAPMETRO services in Lago Vista.**

**Direction received from the Council was to bring back an item for Council consideration to establish a Capital Metro (CAPMETRO) Study Committee in order to evaluate, report and make recommendations concerning Capital Metro services in Lago Vista.**

**Attached is a Resolution No. 16-1641 setting up the structure for such a committee and identifying responsibilities, time-frame and membership. If approved by Council, we will begin to reach out to those organizations listed herein as well as advertise via the webpage, Facebook, the online news etc. to make residents aware of this opportunity.**

**Impact if Approved:**

**A CAPMETRO Study Committee will be appointed and the Committee will begin their work to meet the responsibilities outlined with a final report to Council by July 1, 2016.**

**Impact if Denied:**

**A CAPMETRO Study Committee will not be appointed. It is not clear how this issue will move forward for community discussion.**

**Is Funding Required?**     Yes     No    **If Yes, Is it Budgeted?**     Yes     No     N/A

**Indicate Funding Source:**

**The FY15/16 Administration Budget has some capacity for professional services that may be required as this evaluation moves forward.**

**Suggested Motion/Recommendation/Action**

**Motion to:**           

**Motion to:**           

**Motion to:**           

**Known As:**

**A Resolution by the City Council of the City of Lago Vista, Texas, Establishing a Capital Metro (CAPMETRO) Study Committee to Evaluate, Report and Make Recommendations Concerning Capital Metro Services in Lago Vista, Texas.**

**Agenda Item Approved by City Manager**

## MEMORANDUM

To: Mayor Dale Mitchell & City Council  
From: Leonard B. Smith  
Date: January 7, 2016  
Re: Possible withdrawal from Cap Metro; possible re-dedication of sales tax in the event of withdrawal

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The purpose of this memorandum is to provide (i) a brief overview of the withdrawal process in Chapter 451, Subchapter M of the Transportation Code and (ii) a brief overview of sales tax re-dedication options in the event of withdrawal.

### *1. Possible Withdrawal from Cap Metro*

The City of Lago Vista (the “City”) is a unit of election as defined by Sec. 451.601. This memorandum assumes that the City will initiate the withdrawal process, rather than its citizens attempting to do so by petition.

The City Council may order an election to be held on the issue of withdrawal. The election must be held on the first uniform election date after the expiration of 90 days after the approval of the election order. At this point, it appears that the next viable election date is November 8, 2016. For that uniform election date, the last possible date on which a withdrawal election can be ordered is August 9, 2016. Assuming that the City Council wishes to proceed with a withdrawal election on November 8, 2016, it is not advisable to delay calling the election until August 9. The City Council should sufficiently cushion notice of the election so that the 90 days deadline is never in question. The City must provide notice of the withdrawal election to Cap Metro, TXDOT, and the Texas Comptroller immediately upon calling the election.

The statute prescribes the language for the ballot proposition: “Shall the Capital Metropolitan Transportation Authority be continued in the City of Lago Vista?” A “no” vote is a vote in favor of withdrawal.

The City is subject to the usual restrictions against using public funds or resources to engage in election advocacy. Cap Metro is subject to the same restrictions against advocacy. The City may “educate” its voters about issues relating to continued participation in Cap Metro (service and the cost thereof) vs. withdrawal (options for rededication of sales tax to community development purposes). The City Council could hold town hall meetings to gauge the sentiment of its citizens and get feedback from voters. The City Council should invite Cap Metro staff to attend and present. Attendance by Cap Metro staff presents a useful opportunity for the City Council and staff to ask questions of Cap Metro staff and solicit public disclosure of information. The City’s citizen “education” effort must be separate from outside community groups that perform a purely advocacy function. *Melissa - Do you want to include this paragraph? NO.*

The statute requires the election to be held "... in the regular precincts and at the regular voting places." The City Council will canvass the results after the election. Assuming a majority favors withdrawal, the date of the election canvass would be the "effective date of withdrawal."

If a majority favors withdrawal, Cap Metro shall cease providing transportation services within the City (except to persons with disabilities), and the share of Cap Metro's financial obligations that is attributable to the City shall cease to accrue (except for the continuing cost of transportation services to persons with disabilities).

The statute requires the Cap Metro board to certify the City's net financial obligation to Cap Metro to the City and the comptroller. However, the statute does not establish a deadline for the Cap Metro board to make this certification. The comptroller will continue to remit to Cap Metro sales tax collected in the City until the City's net financial obligation has been satisfied.

The statute sets forth the formula by which the City's net financial obligation will be calculated. If the City disputes Cap Metro's calculation, the City may challenge the calculation by a declaratory judgment action filed in Travis County District Court.

## ***2. Possible re-dedication of sales tax in the event of withdrawal***

Currently, the cap for municipal sales tax is two percent (2%). In Lago Vista, the sales tax is allocated evenly between the City (1%) and Cap Metro (1%). The Comptroller collects the sales tax and distributes it to the City and Cap Metro.

If the City's voters elect to withdraw from Cap Metro, the Comptroller will continue to collect the 1% sales tax dedicated to Cap Metro until such time as the City's net financial obligation to Cap Metro has been satisfied. Thereafter, the Comptroller will cease to collect the 1% dedicated to Cap Metro and that 1% becomes available for re-dedication to other eligible options. These options include:

- A. Type B Community Development sales tax in the amount of 1/8, 1/4, 3/8, or 1/2 of one percent.

All Texas cities are eligible to dedicate a Type B sales tax for community development. The statute does not mandate specific language for the ballot proposition. There are a wide variety of projects authorized for Type B funding. *See:* Secs. 505.151 - 505.158 The City Council has latitude to craft a ballot proposition covering a wide variety of appealing municipal projects. A sports venue project utilizing Type B funding can be eligible if approved in a subsequent election. *See:* Chaps. 500 – 502 and 505 of the Local Government Code.

*Note:* Based on the information available to me at this time, it does not appear that Lago Vista is eligible to dedicate a Type A sales tax for economic development. As opposed to Type B sales tax, not every Texas city is eligible to dedicate a Type A sales tax. The statutory eligibility standards for dedication of a Type A sales are set forth in Sec. 504.002 of the Local Government Code.

B. Street Maintenance sales tax in the amount of 1/8 or 1/4 of one percent.

Chapter 327 of the Tax Code provides that revenue from this sales tax "... may be used only to maintain and repair municipal streets or sidewalks existing on the date of the election to adopt the law." The sales tax expires four years after authorization unless reauthorized in a subsequent election. **ONLY 1/8 OR 1/4? COULDN'T BE MORE?**

C. Sales tax to support Municipal Development Corporation in the amount of 1/8, 1/4, 3/8, or 1/2 of one percent. *See:* Chap. 379A of the Local Government Code.

Chapter 379A of the Local Government Code authorizes creation of a municipal development corporation and dedication of a supporting sales tax. The general purpose of the corporation and sales tax is to support job training and development of a skilled workforce.

D. Sales tax to support a Municipal Development District in the amount of 1/8, 1/4, 3/8, or 1/2 of one percent.

Chapter 377 of the Local Government Code authorizes the creation of a municipal development district and dedication of a supporting sales tax. Eligible development projects include a convention center facility (*e.g.* convention center, civic center, civic center building, civic center hotel, auditorium, and parking facilities) and eligible Type B projects.

E. Sales tax for Property Tax Relief in the amount of 1/8, 1/4, 3/8, or 1/2 of one percent.

Under Chapter 321 of the Tax Code, a city may dedicate sales tax for property tax relief and use the revenue as it would property tax revenue, with some temporary restrictions regarding the use of "excess revenue." *See:* Secs. 321.506 - 7 of the Tax Code.

F. Sales tax to support Crime Control and Prevention District in the amount of 1/8, 1/4, 3/8, or 1/2 of one percent.

Chapter 363 of the Local Government Code authorizes creation of a crime control and prevention district and dedication of a supporting sales tax. The district may engage in crime control and crime prevention programs, law enforcement related programs, "community policing" programs, treatment and prevention programs, court and prosecution services, and jail facility and staffing programs. *See:* Sec. 363.151 provides a lengthy list of program options.

G. Sales tax to support a Sports and Community Venue District in the amount of 1/8, 1/4, 3/8, or 1/2 of one percent. **SINCE THE CITY IS NOT ELIGIBLE FOR THIS DO WE NEED TO INCLUDE?**

Chapters 334 and 335 of the Local Government Code authorize dedication of a sales tax supporting sports and community venues and creation of a sports and community venue district.

A sports and community venue includes an arena, coliseum, stadium, or other type of area or facility that is used or planned for use by one or more professional or amateur sports events, community events, or other sports events ... and other civic or charitable events” and includes convention facilities, a tourist development area along an inland waterway, municipal parks and recreation system and improvements/additions, Type A or Type B projects, and watershed protection and preservation projects. *See:* Sec. 334.001(4).

Cc: Melissa Byrne Vossmer, City Manager  
Barbara Boulware Wells, City Attorney

***Melissa - Do you me to include the paragraph(s) below as a cautionary note***

Sales tax dedication conflicts can occur, and have occurred in Central Texas, between tax entities whose jurisdictions overlap. I have represented another Central Texas city in such a dispute with an emergency services district. Because of the potential for conflict, careful attention needs to be given to election timing. It may be desirable to explore the option of placing conditional sales tax re-dedication elections before the City’s voters on the same ballot as a withdrawal election, though a conditional re-dedication election may not be available or appropriate for particular re-dedication option(s). At some point, it also may be advisable to open discussions with any competing taxing jurisdiction in order to avoid competing dedication elections. It may be possible to satisfy multiple and competing public needs or desires given the broad scope of possible uses and options for possible rededication.

Please be advised that the Elections Division of the Texas Secretary of State disfavors holding a concurrent and contingent re-dedication election. I have spoken at some length about this issue with Caroline Geppert, an attorney in the Elections Division. Ms. Geppert indicated that the Attorney General’s office has issued an opinion opining that a concurrent and contingent is not permissible. However, Ms. Geppert could not cite the opinion or provide a copy thereof. I have searched the Attorney General’s opinions index and could not find any such opinion. I did locate GA-0093, issued on August 28, 2003, but it does not appear to be on point. **DISFAVORS IS NOT THE SAME AS PROHIBITED. I WOULD HESITATE NOT HAVING THE RE-DEDICATION AS WE MIGHT NOT BE ABLE TO GAIN IT AGAIN AND WE HAVE TOO MANY NEEDS TO CONSIDER THAT SCENARIO.**

The Texas Comptroller’s Office, which administers sales tax collection and remittance, differs from the Elections Division in its assessment of the acceptability of a concurrent and contingent election for rededication of sales tax. Gerard Washington, Revenue Accounting Office, advised me that there is recent precedent supporting the validity of a concurrent and contingent rededication election, citing a recent election held by the City of Sandy Oaks (“Sandy Oaks”). Mr. Washington cautioned that Sandy Oaks erred in construction of its ballot propositions by attempting to dedicate local sales tax that exceeded the legal limit, but advised that Sandy Oaks cured this error in a subsequent election.

Of course, Lago Vista has the option of holding a separate rededication election(s) after the result of a withdrawal election is known.

**CITY OF LAGO VISTA, TEXAS  
RESOLUTION NO. 16-1641**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS, ESTABLISHING A CAPITAL METRO (CAPMETRO) STUDY COMMITTEE TO EVALUATE, REPORT, AND MAKE RECOMMENDATIONS CONCERNING CAPITAL METRO SERVICES IN LAGO VISTA; PROVIDING FOR APPOINTMENT OF MEMBERS; SPECIFYING THE SCOPE OF STUDY FOR SUCH STUDY COMMITTEE; PROVIDING FOR A TEMPORARY TERM AND DISSOLUTION OF SUCH STUDY COMMITTEE; REQUIRING COMPLIANCE WITH THE OPEN MEETINGS ACT; AND PROVIDING FOR RELATED MATTERS.**

**WHEREAS**, the City of Lago Vista has been a member of CAPMETRO since 1984 when residents, through a community vote, approved participating in this regional transportation program;

**WHEREAS**, the City of Lago Vista City Council believes that after thirty years it is appropriate to initiate a community dialogue on and evaluation of transportation within the community and connecting to the Greater Austin metropolitan area;

**WHEREAS**, the City Council believes that establishing a CAPMETRO Study Committee would be the most effective means of gaining community input through public meetings and examining the issues;

**WHEREAS**, the CAPMETRO Study Committee shall work with City Staff, Legal Counsel designated by the City Council, and other professional services deemed necessary to fully examine the issues;

**WHEREAS**, the City Council directs the CAPMETRO Study Committee to deliver its final report and recommendations by July 1, 2016; and

**WHEREAS**, the Study Committee shall conclude its delegated responsibilities and be dissolved on December 31, 2016;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Lago Vista hereby creates a CAPITAL METRO (CAPMETRO) Study Committee to:

1. Evaluate, report and make written recommendation(s) to the City Council as to whether the City Council should call an election for the continuation of Capital Metro in the City of Lago Vista;
2. Prioritize and report in writing to the City Council on possible other uses for sales tax currently dedicated to Capital Metro; and
3. Address other tasks or topics assigned by the City Council and/or the City Manager from time to time.

**BE IT FURTHER RESOLVED** that the CAPITAL METRO (CAPMETRO) Study Committee shall consist of seven (7) members appointed by the Mayor and City Council as follows:

1. All members shall be residents of Lago Vista;
2. Of the seven members, one (1) shall be a representative from the Comprehensive Plan Advisory Committee; one (1) shall be a representative of the Lago Vista Property Owners Association Board of Directors or their designated representative and one (1) shall be a representative of Lago Vista Independent School District Board of Trustees or their designated representative;
3. For the remaining four (4) members, applications will be made available to Lago Vista residents and, after consideration, appointed at the discretion of the City Council; and
4. All meetings of the CAPITAL METRO (CAPMETRO) Study Committee shall be held in accordance with the Open Meetings Act, Sec. 551.001 *et seq.* of the Government Code.

**AND SO IT IS RESOLVED, PASSED, AND APPROVED** this \_\_\_\_ day of February, 2016.

ATTEST:

City of Lago Vista, Texas

\_\_\_\_\_  
Sandra Barton, City Secretary

\_\_\_\_\_  
Dale Mitchell, Mayor



**AGENDA ITEM**

City of Lago Vista

**To:** Mayor & City Council Council Meeting: February 18, 2016

**From:** David Harrell, AICP, Director

**Subject:** CONSIDERATION OF RESOLUTION 16-1642, A RESOLUTION ESTABLISHING AN AIRPORT PLAN ADVISORY COMMITTEE.

**Request:** Business Item **Legal Document:** Resolution **Legal Review:**

**EXECUTIVE SUMMARY:**

The State is about to choose a consultant for creation of an Airport Action Plan based on advise from the Selection Committee. This Committee consisted of Councilor Rodney Cox, Development Services Director David Harrell, Airport Advisory Board Chair Don Barthlow, residents James Awalt and Bill Coltharpe.

This Plan will guide the growth of the Airport and its environs for the next several years. Once the consultant is chosen and the Plan is about to begin an Airport Plan Advisory Committee must be in place to assist and offer input in its creation. This Committee shall remain in effect until the Council has approved the Airport Action Plan and at that time the Committee will be dissolved.

This Committee is recommended to have seven (7) members and consist of the following people:

- 1) One (1) City Councilor - Rodney Cox
- 2) One (1) Planning & Zoning Commissioner - Jim Moss
- 3) Two (2) Airport Advisory Board Members - Don Barthlow & Linda Bush-Warren
- 4) Two (2) City Staff Officials - David Harrell & Melissa Byrne-Vossmer
- 5) One (1) Airport Resident Member - James Awalt

All people named in this coversheet have accepted this responsibility provided the Council appoints them to this position. Once the State chooses the consultant, the APAC will be working with that consultant to draft the plan. The plan will have public meetings concerning the construction of this document for input.

**Impact if Approved:**

**The Advisory Committee can be established and assist/offer input associated with the creation of the Airport Action Plan.**

**Impact if Denied:**

**The Advisory Committee CANNOT be established and CANNOT assist/offer input associated with the creation of the Airport Action Plan.**

**Is Funding Required?**     Yes     No    **If Yes, Is it Budgeted?**     Yes     No     N/A

**Indicate Funding Source:**

N/A

**Suggested Motion/Recommendation/Action**

**Motion to:**

**Approve Resolution**

**Motion to:**

**Deny Resolution**

**Motion to:**

**Table Resolution**

**Known As:**

**Resolution 16-1642, Creation of an Airport Plan Advisory Committee.**

**Agenda Item Approved by City Manager**

**CITY OF LAGO VISTA, TEXAS**

**RESOLUTION 16-1642**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA,  
TEXAS ESTABLISHING AN AIRPORT PLAN ADVISORY COMMITTEE**

**WHEREAS**, the State has advertised for professional consultants' to create a new Airport Action Plan which will guide the growth of the Airport and its environs, and

**WHEREAS**, the State required City Staff to create a Selection Committee to review proposals associated with the RFP's and make the recommendation associated with choosing a consultant to the State, and

**WHEREAS**, the State will eventually enter into contract with a consultant to start the process of creating an Airport Action Plan based on the results of the Selection Committee, and

**WHEREAS**, the City should appoint an Airport Plan Advisory Committee that will consist of City Council, Planning & Zoning Commission, Airport Advisory Board, an Airport Resident, and City Staff to help guide the Consultant through the creation of the Plan.

**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 establish the Airport Plan Advisory Committee that will consist of City Councilor Rodney Cox, Planning & Zoning Commission Member Jim Moss, two Airport Advisory Board Members consisting of Don Barthlow and Linda Bush-Warren, two City Staff officials consisting of Development Services Director David Harrell and City Manager Melissa Byrne-Vossmer, and Airport Resident Member James Awalt, and

**THAT**, the City Council of the City of Lago Vista, Texas, empowers the Airport Plan Advisory Committee to assist and offer input associated with the creation of the Airport Action Plan, and

**THAT**, the City Council of the City of Lago Vista, Texas Resolution shall remain in effect until the Council has approved the Airport Action Plan and at that time the Advisory Committee is dissolved.

**AND, IT IS SO RESOLVED.**

**PASSED AND APPROVED** this 18<sup>th</sup> day of February, 2016.

\_\_\_\_\_  
Dale Mitchell, Mayor

ATTEST:

\_\_\_\_\_  
Sandra Barton, City Secretary

On a motion by Council Member \_\_\_\_\_, seconded by Council Member  
\_\_\_\_\_, the above and foregoing instrument was passed and approved.



**AGENDA ITEM**

**City of Lago Vista**

**To:** Mayor & City Council Council Meeting: February 18, 2016

**From:** Melissa Byrne Vossmer, City Manager

**Subject:** CONSIDERATION OF AN ORDINANCE OF THE CITY OF LAGO VISTA, TEXAS, REPEALING IN ITS ENTIRETY SECTION 9.400, KEEP LAGO VISTA BEAUTIFUL BOARD, ARTICLE 9, PERSONNEL, LAGO VISTA CODE OF ORDINANCES, ESTABLISHING THE KEEP LAGO VISTA BEAUTIFUL BOARD; PROVIDING AN EFFECTIVE DATE; PROVIDING FOR OPEN MEETINGS; AND PROVIDING FOR RELATED MATTERS.

**Request:** Business Item **Legal Document:** Resolution **Legal Review:**

**EXECUTIVE SUMMARY:**

In April of 2014 the City Council approved Ordinance No. 0-06-14 which created the Keep Lago Vista Beautiful Board under the City's umbrella of boards and commissions. It appears the intent at the time was to replace the ad hoc Keep Lago Vista Beautiful (KLVB) which had been in existence for a number of years. The Board has not functioned as a City board and the ad hoc KLVB continues to meet.

As City Manager I was approached with a request to revoke the establishing ordinance as was supportive of the idea. Council Liaison Smith met with KLVB February 11, 2016 and discussed this request. As a result, Staff has been asked to include an item on the agenda that would allow the Council to consider the opportunity.

The City does budget funds for KLVB every year for projects which benefit the City. However, there has not in the past been any kind of Memorandum of Understanding (MOU) that commits both KLVB and the City to certain actions / programs / services during the course of the year. If Council decides to revoke the establishing ordinance, I would suggest that such an MOU be developed each year to formalize the relationship and outlines how the City supports KLVB and vice versa. While from another City, I have attached a document that might serve as information in the development of such an MOU.

**Impact if Approved:**

**If approved, would revoke the Keep Lago Vista Beautiful Board Ordinance.**

**Impact if Denied:**

**If not approved, the current Keep Lago Vista Beautiful Board would continue.**

**Is Funding Required?**     Yes     No    **If Yes, Is it Budgeted?**     Yes     No     N/A

**Indicate Funding Source:**

**Suggested Motion/Recommendation/Action**

**Motion to:**

**Enact Ordinance**

**Motion to:**

**Motion to:**

**Known As:**

**Keep Lago Vista Beautiful Board Ordinance Discussion**

**Agenda Item Approved by City Manager**

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**ORDINANCE NO. 16-02-18-04**

**AN ORDINANCE OF THE CITY OF LAGO VISTA, TEXAS, REPEALING IN ITS ENTIRETY SECTION 9.400, KEEP LAGO VISTA BEAUTIFUL BOARD, ARTICLE 9, PERSONNEL, LAGO VISTA CODE OF ORDINANCES, ESTABLISHING THE KEEP LAGO VISTA BEAUTIFUL BOARD; PROVIDING AN EFFECTIVE DATE; PROVIDING FOR OPEN MEETINGS; AND PROVIDING FOR RELATED MATTERS.**

**Whereas,** the City Council of the City of Lago Vista considered and adopted Ordinance No. 0-06-14 and codified in Article 9, Personnel, Section 9.400, Keep Lago Vista Beautiful Board, Lago Vista Code of Ordinances, which established the Keep Lago Vista Beautiful Board as an advisory board for the City Council; and

**Whereas,** there previously and still exists a Keep Lago Vista Beautiful volunteer organization that is not part of the advisory board created for the City Council; and

**Whereas,** the City Council, having reviewed the merit of having two boards who essentially perform the same function, hereby determine that the advisory board for the City Council should be repealed; and

**Whereas,** the City Council, having determined that the volunteer organization shall be the board who will be the sole board for Keep Lago Vista Beautiful and make recommendations for use of funding that may be received by the City of Lago Vista.

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

**Section 1. Repeal of Ordinance.** The City Council hereby repeals Ordinance No. 0-06-14 codified in Article 9, Personnel, Section 9.400, Keep Lago Vista Beautiful Board, Lago Vista Code of Ordinances, in its entirety, including any amendments thereto.

**Section 2. Advisory Board.** The Keep Lago Vista Beautiful volunteer organization shall be the advisory board for the City Council, shall undertake review of projects for and on behalf of the beautification of the City of Lago Vista, shall have a City Council member serve as a liaison between the organization and the City Council; shall prepare and enter into an agreement as to the duties and undertakings that shall be performed by them and which shall be covered by any funding afforded by the City of Lago Vista; and shall present an annual accounting of the expenditure of any funding received by them and how such funding was used.

**Section 3. Effective Date.** This ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the City Charter.

**Section 4. Open Meetings.** It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place,

and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

**PASSED AND APPROVED this the \_\_\_\_ day of \_\_\_\_\_, 2016.**

**ATTEST:**

**CITY OF LAGO VISTA**

\_\_\_\_\_  
Sandra Barton, City Secretary

\_\_\_\_\_  
Dale Mitchell, Mayor

## **BACKGROUND**

The Keep Moulton Beautiful (KMB) organization was established by City of Moulton Resolution in August 2008. Since the KMB organization serves a public purpose, the Moulton City Council endorsed the organization and supported its participation with Keep Texas Beautiful (KTB), Inc. The motion was made by Minnie Lee Fisbeck, seconded by Lester Hohensee and carried unanimously. At that time, the \$75.00 KTB application fee was provided by the City of Moulton; with nominal monetary support since that time. The FY2012 adopted budget appropriated Line Item No. 1111015 "Recycling - Green Events" at \$2,000.00 which includes allocations for KMB activities, projects and programs.

In September 2008, KMB became an official affiliate of the KTB organization. In 2010, 2011, 2012 and 2013 KMB achieved "KTB Gold Star Affiliate" status, the highest rating KTB bestows on its affiliates. Also, in 2010, 2011, 2012 and 2103, KMB submitted a Governor's Community Achievement Award (GCAA) proposal for the City of Moulton. In 2010, it placed second in the under 3,000 population category, and in 2011 it was awarded first place. Moulton's prize was a \$90,000 landscape design project totally funded by the Texas Department of Transportation. In November 2011, Mayor Patek signed a maintenance agreement between the City of Moulton and TxDOT to provide ongoing maintenance of this project which was completed in June 2013. A dedication ceremony held in July 2013.

In 2010 and 2011, Moulton was awarded the "Award of Excellence" for its GCAA proposal, and in 2012, 2013 and 2014, Moulton received the "Sustained Excellence of Award" for attaining a score of 90 or more on its GCAA proposal for three consecutive years.

The purpose of the KMB organization is to improve the physical quality of community life; create a clean environment which contributes to the emotional, physical, and economic well being of Moulton citizens; and assist in reducing the improper handling of waste, thereby reducing litter and increasing solid waste management activities.

It was understood, via the 2008 resolution, that the Moulton City Council recognizes KMB as an official committee and that it shall be accountable to the Moulton City Council, and that KMB will assist the Moulton City Council by recommending policies related to litter prevention, beautification and community involvement, and the minimization of solid waste.

In February 2009, following concerns raised by the administration at that time, the city's involvement with KMB was reviewed by the Moulton City Council. Following a motion by Harvey Kloesel and second by Minnie Lee Fisbeck, the Council unanimously agreed that the August 2008 Resolution was sufficient documentation to support KMB.

In March 2012, concerns were raised on how administrative staff should handle requests by local organizations to include inserts in the City of Moulton monthly utility billing envelopes. In question was the city's authority to insert informational or promotional items on behalf of non-governmental organizations, including KMB. This issue was resolved via motion by Ernie Novosad and second by Gussie Machalec to provide this service only to those organizations that are endorsed by City of Moulton Resolution. The motion carried unanimously. KMB has been endorsed by City of Moulton Resolution since 2008, and this Council action resolved the issue relative to KMB.

At this time, we see it beneficial to provide more thorough documentation of each organization's responsibilities relative to the various established environmental programs. Therefore, this document sets forth the responsibilities of KMB and the City of Moulton in order to maintain a positive working relationship between both parties.

## **CITY OF MOULTON RECYCLE DROP-OFF CENTER**

### ***Primary Responsibility – City of Moulton***

The initial City of Moulton Recycle Drop-Off Center was established in August 2009 with a fully-funded grant from the Golden Crescent Regional Planning Commission (GCRPC) and Texas Commission on Environmental Quality (TCEQ) for a 10-bin recycle trailer and signage. From August 2009 through mid December 2011, KMB assisted the City of Moulton by staffing the center on the 1<sup>st</sup> and 3<sup>rd</sup> Saturdays of each month from 8 a.m. – 10 a.m.

In December 2011, the City of Moulton Recycle Drop-Off Center was moved from the City of Moulton Wastewater Facility to under the city's water tower at the City of Moulton Warehouse. The 10-bin recycle trailer was gifted to Moulton ISD and Texas Disposal System (TDS) provides the recycling bin for area customers.

Several enhancements were realized with the new drop-off center provided by TDS. Recycling is now "Single-Stream", meaning that recyclables do not need to be sorted, and all plastics (no's. 1 – 7) are accepted instead of just 1's and 2's as with the prior method. Also, two 96-gallon carts are provided for the recycling of plastic bags, which are not permitted in the recycle bin.

In addition, the new City of Moulton Recycle Drop-Off Center is unstaffed and its hours of operation were increased to Monday through Friday, 8 a.m. – 4:30 p.m., and on the first and third Saturday of each month from 8 a.m. – 10 a.m. This service is free for all city utility customers, and is \$8 per year for all other area residents.

### **City of Moulton**

- City Administration Staff:
  - Collects the \$8 annual fee from area residents who do not have city utility services, and provides recycling permit.
  - Upon notification by City crew member or when informed that the recycle bin is filled, contacts TDS to have recycle bin replaced.
  - Upon notification by City crew member that a large supply of plastic bags have been collected, contact KMB President for pickup and recycling.
  - At the end of month, provide weights of the recyclables obtained from TDS to the KMB President. This information is vital for KMB to support the effectiveness of recycling efforts when documenting the Governor's Community Achievement Award proposal for the City of Moulton.
  
- City Crew Staff:
  - Opens the windows of the recycle bin at 8 a.m. Monday through Friday and closes them at 4:30 p.m.
  - On the first and third Saturday, the City of Moulton on-call crew member opens the gate to the recycle center as well as the windows of the recycle bin at 8 a.m. and closes them at 10 a.m.
  - Daily, monitors the levels of recyclables in the recycle bin, rearranges as necessary for optimal utilization of the bin, and contacts City Administration when the levels are approaching "full capacity" so TDS can be contacted to replace the bin before it gets to an "overflow" condition.
  - Regularly monitors the levels of plastic bags in the two carts, consolidates the bags into larger bags and notifies City Administration that KMB is ready to be contacted for pickup.

## KMB

- Upon notification by City Administration, a KMB volunteer picks up the collected plastic bags and takes them to a local grocery store for recycling.

## **CITY OF MOULTON RECYCLE BIN LOAN PROGRAM**

### ***Primary Responsibility – City of Moulton***

The City of Moulton Recycle Bin Loan Program was established in July 2011 with a fully-funded grant from the Golden Crescent Regional Planning Commission (GCRPC) and Texas Commission on Environmental Quality (TCEQ) for 20 Clearstream recycle bins, one Clearstream bin transporter, and 20 “City of Moulton Green Event Services Recycle Bin Loan Program” signs to be affixed to each bin with the following verbiage:

CITY OF MOULTON  
GREEN EVENT SERVICES  
RECYCLE BIN LOAN PROGRAM

“DOING OUR PART TO  
KEEP MOULTON BEAUTIFUL”

### City of Moulton

- City Administration takes recycle bin request reservations on a first-come, first-serve basis, ensuring the form is completely filled out and properly signed. Note: The request for recycle bins for the Community Center and Community Park Pavilion are incorporated into the individual facility request forms. The “City of Moulton Recycle Bin Loan Program Agreement” form should be used for recycle bins that will be used for all other event sites.
- One City of Moulton Clearstream bin will be kept set up in the Community Center at all times, with an additional one as reserve in the Community Center closet. Maintain a supply of recycle bags in closet.
- If request is for the **Community Center**:
  - If only two Clearstream bins are needed, ensure the Community Center recycle bins have a clean recycle bag. However, if more than two recycle bins are requested for the Community Center event, City Crew member takes additional recycling A-Frame, lid, sign and recycle bag from the Community Center closet and sets it up on day of event.
  - Following event, return the additional A-Frame, lid, sign and unused recycle bag to Community Center closet. Replace recycle bags on the recycle bins that stay in the Community Center if needed. The recyclables should be deposited in the City of Moulton Recycle Drop-Off Center recycle bin.
- If request is for the **Community Park Pavilion**:
  - NOTE: Each reservation automatically gets 2 recycle bins. If additional are required, it will be noted on the Community Park Pavilion Reservation Request.
  - City Crew member takes reserved number of A-Frames, lids, signs and recycle bags from the Pavilion Storage Building and sets up next to trash cans at the Pavilion on day of event.

- **CITY OF MOULTON RECYCLE BIN LOAN PROGRAM (Continued)**

- Following event, return the A-Frames, lids, signs and unused recycle bags to Pavilion Storage Building. The recyclables should be deposited in the City of Moulton Recycle Drop-Off Center recycle bin.
- If request is for **KC Hall, American Legion Hall, or other venue:**
  - It is the requester's responsibility to make arrangements with City Hall and City Crew during normal business hours (M-F, 8:00 to 5:00) to pick up reserved number of A-Frames, lids, signs and recycle bags from the Pavilion Storage Building.
- Following event, requester returns the A-Frames, lids, signs, bag of recyclables and unused recycle bags to Pavilion Storage Building.
- City Crew member notifies City Administration that Clearstream bins have been returned so appropriate notation can be made to close out the request form. The recyclables should be deposited in the City of Moulton Recycle Drop-Off Center recycle bin.
- Order additional recycle bags as required to maintain adequate supply.

KMB

- None

**LIMB PICKUP**

***Cooperative Effort – City of Moulton – KMB***

The City of Moulton received funding of \$25,000 for a Vermeer Chipper/Shredder from the GCRPC Solid Waste Management Grant in 2010. The intent was to mulch the limbs that accumulate at the City of Moulton Brush Pile by the city crew during ongoing power line and park landscaping maintenance, and by residents during their property maintenance. The intent was also to minimize and/or eliminate the burning of the brush pile so polluting of the air would be avoided.

One of the recommendations the Moulton City Council accepted from the 2010 Litter Index Survey was implementation of regular Limb Pick-Up Services. It was noted that KMB already had been performing limb pick-up service twice a year during the GAC in the spring and on "Make-A-Difference Day" in the fall. The recommendation, which was a cooperative effort between the City and KMB, was approved by the Moulton City Council with the following schedule. Moreover, in October 2013, this was again a recommendation from the 2013 Litter Index Survey to the Moulton City Council who unanimously approved the litter survey report recommendations.

City of Moulton

- Perform curbside limb pick-up service on the second Monday of each of the following months:
  - January
  - March
  - July
  - September
- Document weight of limbs, provide to KMB President and deliver limbs to City of Moulton Mulching Center.
- Mulch the limbs using the Vermeer Chipper/Shredder and add to the mulch pile.

## KMB

- Perform curbside limb pick-up service as follows:
  - May (on the GAC Day)
  - October (on Make-A-Difference Day – the 4<sup>th</sup> Saturday of October)
- Document weight of limbs and deliver limbs to City of Moulton Mulching Center.

## **CODE ENFORCEMENT**

### ***Primary Responsibility – City of Moulton***

One of the recommendations the Moulton City Council accepted from the 2010 Litter Index Survey was to step up code enforcement activities and take quicker action on properties that continue to be out of compliance with the weed and rubbish ordinances. This was also a recommendation in the 2013 Litter Index Survey report which was unanimously accepted by the Moulton City Council.

### City of Moulton

- Stringently enforce the nuisance ordinance as well as the litter ordinance which was adopted by Council in November 2010.
- On a monthly basis, provide a quantifiable ordinance violation report listing the number of violations by physical address and current enforcement and remediation status, without names, to the Moulton City Council and the KMB Committee. This information is vital for KMB to support the effectiveness of code enforcement efforts when documenting the Governor's Community Achievement Award proposal for the City of Moulton.

KMB - None

## **MAIN STREET**

### ***Cooperative Effort – City of Moulton / KMB***

### City of Moulton

- Maintain structural integrity, paint, and appearance of Downtown Gazebo.
- Maintain gateway monument and landscaping of TxDOT project along Moore Street as outlined in the City of Moulton / TxDOT maintenance agreement
- Empty KMB/MISD/Lions Club Waste Receptacles weekly.
- Periodically sweep and weed the brick medians

### KMB – Joint Responsibility

- Maintain landscape around Downtown Gazebo.
- Maintain foliage in Main Street Planters.

## **GREAT AMERICAN CLEANUP**

### ***Primary Responsibility – KMB***

Keep America Beautiful's Great American Cleanup (GAC) is the nation's largest community improvement program and takes place annually from March 1 through May 31, involving an estimated 3.9 million volunteers and participants nationwide.

#### KMB

- In March of each year, document a GAC proclamation designating March 1 through May 31 as the Great American Cleanup in Moulton, Texas and provide to City Administration 7+ days in advance of the March City Council meeting for inclusion in the March City Council agenda.
- Coordinate, publicize, staff, and document results of annual Electronics Recycling (e-Cycle) – normally in March of each year.
- Coordinate, publicize, staff, and document results of annual Great American Cleanup Day – normally the third Saturday of May [same date as annual Trash Bash (Big Trash Cleanup)].

#### City of Moulton

- Add to the March City Council meeting consent agenda of each year, "Proclamation – Great American Cleanup".
- Include e-Cycle flyer in March utility bill mailing.
- **NOT IN 2012:** Make arrangements with TDS for two 40-yard trash bins for Trash Bash event on third Saturday of May.
- **NOT IN 2012:** Coordinate, publicize, staff and document results (number of participants, weight of collected material) of annual Trash Bash event (8 a.m. – 4 .m. at Wastewater facility on third Saturday of May).
- Include GAC and Trash Bash flyers in April utility bill mailing.

## **LITTER INDEX SURVEY**

### ***Primary Responsibility – KMB***

A Litter Index Survey is a proactive way for communities to identify and handle litter problems. A committee of diverse representatives will perform a review of the city to determine the extent and severity of litter in our community, then provide data that can be used to target services, resources, and programs that will improve our quality of life. Just as importantly, it is hoped that this coordinated effort will instill neighborhood pride, showcase the positive impact of working together, and develop an attitude and commitment to "love where you live."

#### KMB

- Each July, perform the annual Litter Index Survey.
- Document results of the Litter Index Survey and develop recommendations.
- Review results and recommendations of the Litter Index Survey with the Moulton City Council in the September Council meeting.

#### City of Moulton

- Add to the September City Council meeting agenda of each year, “Receive Litter Index Survey Report and Recommendations from KMB Committee, Consider, and Take Action”.
- Implement recommendations as approved.

### **PROCLAMATIONS**

#### ***Primary Responsibility – KMB***

#### KMB

- As special occasions arise, draft proclamations, and provide to City Administration for inclusion on Council agenda. Examples: Texas Recycles Day, Earth Day, special recognitions, etc.

#### City of Moulton

- When provided 7+ days in advance of a regular or special called Council meeting, add proclamations to City Council meeting consent agenda as requested.

### **FACILITIES**

#### City of Moulton

- Provide City Hall meeting room or Community Center for monthly KMB meetings and the Community Center for the annual recognition meeting in September as well as other educational awareness meetings/activities.

#### KMB

- Ensure meeting space used for KMB events/activities is cleaned up after use.

### **ACCOUNTABILITY**

#### KMB

- KMB will provide a Quarterly Report of its activities to the Moulton City Council. These reports will be provided in the Moulton City Council agenda packages for the January, April, July, and October Council meetings.

#### City of Moulton

- Any questions regarding the content of the Quarterly Reports should be directed to the KMB President prior to the scheduled date of the City Council meeting.

**APPROVAL & ACCEPTANCE**

The signatures below indicate approval, acceptance and adherence to this DOU. This DOU will be reviewed on an annual basis and updated as necessary to ensure continued applicability.

\_\_\_\_\_  
Nan Pilat, President  
Keep Moulton Beautiful

\_\_\_\_\_  
Bruce Milstead, City Administrator  
City of Moulton

\_\_\_\_\_  
Ervin Patek, Mayor  
City of Moulton

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



**AGENDA ITEM**  
**City of Lago Vista**

**To:** City Council

**Council Meeting:** February 18, 2016

**From:** Starr Lockwood, Finance Director

**Subject:** Discussion concerning the legality of assessing a fee for credit card transactions and current practices.

**Request:** Other

**Legal Document:** Other

**Legal Review:**

**EXECUTIVE SUMMARY:**

Recently the question was raised by one of the golf course members regarding the legality of assessing a credit card fee on membership dues. Research was conducted in-house and sent to our attorney for review. Attached is a copy of a memorandum to the Council from Barbara Boulware-Wells stating her opinion on this topic.

The City currently charges a 3% fee for all payments made to City Hall that are paid by credit card. Prior to September 2014, no credit card fees were assessed at the golf courses. On September 18, 2014, the City Council adopted Ordinance O-25-14 to start assessing the 3% credit card fee to membership dues that are paid for by credit card at the courses, as well. The fee applies only to membership dues and has not been charged on any of the other golf course credit card payments.

The following information contrasts the revenue received from the credit card fees charges to the amount that the City is charged by the credit card fee companies to process payments made to the City. The fee is charged to help offset the expenses that we are charged for accepting credit card payments from our customers. For FYE 2015, the City charged our customers a total of \$27,269.12 from the 3% fee assessed on Utility, General Fund, and Golf Course payments. Breaking that down further, the Utility Fund received \$23,138.49, the General Fund received \$3,218.95, and the Golf Course Fund received \$911.68.

During that same time period, the City was charged by the credit card companies a total of \$36,682.35 to process the credit card payments. Of that amount, \$16,183.68 was for the Utility Fund, \$3,267.87 was for the General Fund, and \$17,230.80 was for the Golf Course Fund.

The Utility Fund recovered \$6,954.81 more in fees that it was charged by credit card companies to process the payments. However, that figure is misleading because Incode charges additional fees for all online payments that is reflected in our maintenance agreements that does not show as credit card expenditures. The General Fund spent \$48.92 more than it collected to offset payments. And the Golf Course Fund spent \$16,319.12 more than it collected to offset payments.

**Impact if Approved:**

N/A

**Impact if Denied:**

N/A

Is Funding Required?  Yes  No    If Yes, Is it Budgeted?  Yes  No  N/A

**Indicate Funding Source:**

**Suggested Motion/Recommendation/Action**

Motion to   -  -

Motion to   -  -

Motion to   -  -

**Known as:**

Discussion concerning the legality of assessing a fee for credit card transactions and current practices.

**Agenda Item Approved by City Manager**

\_\_\_\_\_

# Knight & Partners

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Barbara Boulware-Wells  
Jeffrey T. Ulmann

### MEMORANDUM

**TO:** Mayor and City Council, City of Lago Vista

**FROM:** Barbara Boulware-Wells, City Attorney

**DATE:** January 22, 2016

**RE:** Credit Cards and Charges Associated Thereto

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#### Issue:

Question has been raised as to whether the City is able to charge individuals for using of credit cards.

#### Discussion:

The Texas Finance Code prohibits private businesses from “penalizing” a person for paying with a credit card. *See*, Section 339.001, Texas Finance Code. Thus, a question was raised as to whether municipalities were prohibited as well. Both Section 339.001(b), Texas Finance Code and Section 132.002(b), Texas Local Government Code specifically provide that cities ARE able to “collect a fee for processing the payment by credit card.”

#### Finance Code

Sec. 339.001. IMPOSITION OF SURCHARGE FOR USE OF CREDIT CARD. (a) In a sale of goods or services, a seller may not impose a surcharge on a buyer who uses a credit card for an extension of credit instead of cash, a check, or a similar means of payment.

(b) This section does not apply to:

(1) a state agency, county, local governmental entity, or other governmental entity that accepts a credit card for the payment of fees, taxes, or other charges; or

(2) a private school that accepts a credit card for the payment of fees or other charges, as provided by Section [111.002](#), Business & Commerce Code.

(c) The consumer credit commissioner has exclusive jurisdiction to enforce this section.

(d) The Finance Commission of Texas may adopt rules relating to this section. Rules adopted pursuant to this section shall be consistent with federal laws and regulations governing credit card transactions described by this section.

(e) This section does not create a cause of action against an individual for violation of this section.

### **Local Government Code**

Sec. 132.002. PAYMENT OF FEES OR COSTS BY CREDIT CARD OR ELECTRONIC MEANS.

(a) The commissioners court of a county may authorize a county or precinct officer who collects fees, fines, court costs, or other charges on behalf of the county or the state to accept payment by credit card, the electronic processing of checks, or other electronic means of a fee, fine, court costs, or other charge. The commissioners court may also authorize a county or precinct officer to collect and retain a fee for processing the payment by credit card, the electronic processing of checks, or other electronic means.

(b) The governing body of a municipality may authorize a municipal official who collects fees, fines, court costs, or other charges to:

(1) accept payment by credit card of a fee, fine, court cost, or other charge; and

(2) collect a fee for processing the payment by credit card.

(c) The governing body of a municipality may authorize the acceptance of payment by credit card without requiring collection of a fee.

(d) The commissioners court may authorize a county or precinct officer who collects fees, fines, court costs, or other charges on behalf of the county or the state to accept payment by electronic means of a fee, fine, court costs, or other charge. The commissioners court may also authorize a county or precinct officer to collect and retain a handling fee for processing the payment by electronic means.

(e) A commissioners court may authorize the acceptance of payment by credit card or by electronic means without requiring collection of a fee.

(f) The director of a community supervision and corrections department, with the approval of the judges described by Section [76.002](#), Government Code, may authorize a community supervision official who collects fees, fines, court costs, and other charges to:

(1) accept payment by debit card or credit card of a fee, fine, court cost, or other charge; and

(2) collect a fee for processing the payment by debit card or credit card.

These provisions were enacted to allow governmental entities to recoup fees charged due to private individual's preference to use credit or debit cards. Since no city is allowed to use public funds for private purposes, it is important to recoup such fees.

### **Attorney Generals Statements**

In further support of this, the Attorney General's website has contained two different sections related to charges for use of credit cards under its Consumer Protection section. Former Attorney General, now current Governor Greg Abbott previously had stated:

## Charging Extra For Credit Card Use

In Texas, a business can not penalize you for paying with a credit card. Businesses that add a surcharge to those who pay by credit card might be violating provisions of the Texas Finance Code.

However, businesses can discount the regular retail price of an item for consumers who pay cash. If you believe a business is charging extra for credit card purchases, please file a consumer complaint with our office.

Credit card fees can be charged by government entities, such as for the payment of property taxes or other fees required by government agencies.

(a) In a sale of goods or services, a seller may not impose a surcharge on a buyer who uses a credit card for an extension of credit instead of cash, a check, or a similar means of payment.

(b) This section does not apply to:

(1) a state agency, county, local governmental entity, or other governmental entity that accepts a **credit card for the payment of fees, taxes, or other charges; or**

(2) a private school that accepts a credit card for the payment of fees or other charges, as provided by Section 111.002, Business & Commerce Code.

Ken Paxton, as the current Attorney General modified the language slightly but equally supportive of the City's position:

## Charging Extra For Credit Card Use

In Texas, a business can not penalize you for paying with a credit card. Businesses that add a surcharge to those who pay by credit card might be violating provisions of the Texas Finance Code. However, businesses can discount the regular retail price of an item for consumers who pay cash. If you believe a business is charging extra for credit card purchases, please file a consumer complaint with our office.

Credit card fees can be charged by government entities, such as for the payment of property taxes or other fees required by government agencies.

### City's Current Provision

The City's imposition of credit card charges are set out in the City's Fees Schedule as part of Section 1.100, Administrative Fees in subsection (e):

#### **Sec. 1.100 Administrative Fees**

(e) Credit/debit card payments (not applicable to municipal golf course with the exception of membership payments): 3.00%. (Ordinance O-25-14 adopted 9/18/14)

### Other Cities

Other cities charge credit card fees, an example of which is City of Leander as noted below – please note that they cite to the same Local Government Code provision as mentioned above,

Chapter 132, Local Government Code. Additionally, and as allowed under Section 132.003(b), the City of Leander charges the maximum amount of five percent (5%):

## **City of Leander**

### **Sec. 1.02.003 Payment of fees, fines or other charges by credit card**

- (a) The city will accept credit cards as a means for paying fees, fines, court costs, or other charges.
- (b) The city will contract with a financial institution for the processing of credit cards.
- (c) The city will charge a fee of five (5) percent as a handling fee.
- (d) Any fees collected in excess of handling charges will be placed in the city's general fund.

(2003 Code, sec. 1.1102)

**State law reference**—Payment of fees, fines, court costs or other charges by credit card, V.T.C.A., Local Government Code, ch. 132.

### **Conclusion:**

The City is clearly allowed to recoup the costs associated with using credit cards by way of imposition of credit card fees so long as the imposition is in conformance with Chapter 132. Currently, the City has imposed a three percent (3%) fee which is under the maximum amount of five percent (5%) allowed. It is advisable to not have exceptions to such charges.

As always, I remain available for questions or comments.



**AGENDA ITEM**

**City of Lago Vista**

**To:**  **Council Meeting:**

**From:**

**Subject:**

**Request:**  **Legal Document:**  **Legal Review:**

**EXECUTIVE SUMMARY:**

**Staff has included the Community Event Sign Policy and Procedures for review by the Council. This was requested for review at the last meeting on February 4th by Mrs. Joann Smith. Development Services has been designated by the City Manager to manage the community sign.**

## COMMUNITY EVENT SIGN POLICY AND PROCEDURE

1. The city manager or his designee shall manage the community event sign program. The city manager or his designee may grant exceptions to this policy. The city manager may refuse any request. The city manager's decision shall be final and may not be appealed to the city council unless approved by the city manager for review by the city council.
2. All submissions must be made on the form provided by the city in person, by postal mail or e-mail.
3. There is no fee, except for events held outside the city limits. Such fee is \$250.
4. City of Lago Vista news, safety or emergency messages and events take precedence.
5. All requests granted are on a first come first serve basis.
6. The message shall not be longer than four lines and 18 characters including spaces per line. In order to maximize the number of events or news that may appear on the community event sign, the city manager or his designee may decrease the number of characters in the message or decrease the time the message would be posted, but for not less than two weeks.
7. Requests will not be accepted earlier than 45 days nor later than three days before the event.
8. The message will not be displayed longer than 30 days and the message will not be displayed earlier than 30 days prior to the event unless specifically approved by the city manager for events that may attract more than 500 persons.
9. The message shall not be of a political or religious nature.
10. Messages may not be an advertisement of a private business, service, or product.
11. An organization may not request more than four events per calendar year.
12. Generally, to qualify for a community-wide event, at least 50 people would be expected to attend the event. The event must be open to the general public.
13. The event must be within the city limits of Lago Vista, unless approved by the city manager and for a \$250 fee. Local community events take precedence over all other events.
14. Only non-profit, school, or governmental organizations may apply.



**AGENDA ITEM**

City of Lago Vista

To: **Mayor & City Council** Council Meeting: **February 18, 2016**

From: **David Harrell, AICP, Director**

Subject: **Review of Banner Sign Standards**

Request: **Report** Legal Document: **Other** Legal Review:

**EXECUTIVE SUMMARY:**

**Staff has included the regulatory requirements for banner signs within the Sign Code. This was a proposal that was brought by a citizen to see what we could do to help with signs for the Lago Vista Farmers Market. City Staff has already worked with the Lago Vista Farmers Market to allow for any banner signs associated with individual vendors to be exempted from our sign regulations. However any banners associated with the Farmers Market itself must apply for a banner permit weekly due to our Code requirements. There is a \$50 charge associated with an application that must be completed by the entity. City staff is already working on sign code changes that will be brought before the Council later this year.**

<b>Temporary banner (no more than 30 days per year)</b>	<b>R-0, R-1, RR-A</b>	<b>R-2</b>	<b>R-4</b>	<b>C-1</b>	<b>C-2 and C-6</b>	<b>U-1</b>	<b>C-3</b>
Number allowed per platted lot or event	Not allowed	Not allowed	1	1	1	1	1
Location	Not allowed	Not allowed	on bldg	on bldg or above street			
Min. height above grade (if on bldg.)	Not allowed	Not allowed	6'	6'	6'	6'	6'
Min. height above grade (if above street)	Not allowed	Not allowed	18'	18'	18'	18'	18'
Maximum display surface area (sq. ft.)	Not allowed	Not allowed	180	180	180	180	180

	<b>C-4</b>	<b>G-1</b>	<b>P, P-1, P-2</b>	<b>CR Resorts</b>	<b>PDD</b>	<b>LI</b>	<b>ETJ and TR-1</b>
<b>Temporary banner (no more than 30 days per year)</b>					Unless otherwise stated within the PDD text		
Number allowed per platted lot or event	1	1	1	1	1	1	1
Location	on bldg	on bldg or above street	on bldg or above street	on bldg or above street			
Minimum height above grade (if on bldg.)	6'	6'	6'	6'	6'	6'	6'
Minimum height above grade (if above street)	18'	18'	18'	18'	18'	18'	18'
Maximum display surface area (sq. ft.)	180	180	180	180	180	180	180



**AGENDA ITEM**

**City of Lago Vista**

**To:** Mayor & City Council Council Meeting: February 18, 2016

**From:** Melissa Byrne Vossmer, City Manager

**Subject:** Discussion Concerning the Temporary Pro Shop at Highland Lakes Golf Course and Approved Planned Development District (PDD).

**Request:** Other Legal Document: Other Legal Review:

**EXECUTIVE SUMMARY:**

In an email dated February 2nd Councilman Shoumaker asked that an item be placed on the February 18th City Council Agenda as a discussion. The purpose of including this item was to provide the opportunity for Council to discuss the long term vision of for the Hghland Lakes Golf Course and the original Planned Development District (PDD) as approved by the City Council in September, 2013. A copy of Councilmember Shoumakers' email is attached.

By way of background, Councilmen Shoumaker and Cox were given the opportunity late last summer to represent the City Council in working towards implementing the original PPD at HLGC. For informational purposes, I have attached a copy of the PDD Ordinance No. 13-09-19-01, Staff Report and Concept from the September 19, 2013 City Council Meeting when it was approved. The applicant was Mr. Jim Otwell. This work included reaching out to the owner, dialogue with possible buyers / developers and initiating a review of opportunities to make the develop more attractive with the end result of helping to stimulate the development of the site. This development is extremely desirable as part of the plan to more HLGC to self-sufficiency in the coming years as well as bringing a hotel to Lago Vista.

Part of the information that Councilman Shoumaker requested was an overview of the costs associated with the Temporary Pro Shop. Attached for you information is the original item from July 16, 2014 Council packet. As stated, the original installation budget approved by Council was \$43,294. Installation was completed in September, 2014 and operations were phased in throughout late 2014 and early 2015. It should be noted that in June 2015 Council approved utilizing the remaining budget of \$5,223.27

**as a contribution to building the outdoor deck. The deck has been completed.**

**The initial cost of the facility operational costs were estimated to be \$1,638 / month which included the lease, security, cable, water / sewer and electric. Actual experience reflects an average of \$1,328.33 over the last four months. Prior to the Temporary Pro-Shop coming on line, the City's facility was a metal building that resembled a small railroad car and was an eyesore to the neighborhood.**

**When Mr. Otwell bought the old Clubhouse property it included the putting green and the parking lot. The City executed an agreement with Mr. Otwell for access to the putting green and use of the parking lot for \$1000. month initially which as of May, 2015 increased to \$1,500.**

**While I was not with the City when the discussions were initiated, there was considerable conversation about locating the City's pro-shop in the old Highland Lakes Clubhouse which was owned by Mr. Otwell. Those discussions morphed into working with Mr. Otwell to build a new pro-shop / cart barn for the City as the hotel development could not be completed without use of the property owned by the City where the current cart barn and adjacent parking area is located (map attached) Council actually approved the land exchange with Mr. Otwell and the papers were finalized in early 2014 but were never executed by Mr. Otwell. The end result would be that Mr. Otwell would receive the needed property for the hotel development and the City, in return, would receive the putting green.**

**As the City had discussions with Mr. Otwell, a number of items were discussed including but not limited to the use of the Hotel Occupancy Tax (HOT) that would be generated by the hotel; infrastructure needs, membership agreements, application of of effluent for landscaping etc. Staff continued to have conversations with Mr. Otwell and an update to Council through November 2014 is attached.**

**Ideally, since this facility was only a temporary solution, the Pro-Shop should either be located in a new, City owned facility that is permanent in nature or space made available and relocated to the existing Clubhouse. It makes the most sense to have these two facilities - restaurant and pro-shop - co-located.**

**As a result of work on the part of Councilmembers Shoumaker and Cox, a draft Memorandum of Understanding (MOU) is being prepared for Council consideration. This MOU will address the restaurant complex, the hotel, the golf course and the Temporary Pro-Shop. This MOU will be distributed to the City Council on or before Monday, February 15th.**

**Impact if Approved:**

**Item for discussion only.**

**Impact if Denied:**

**Item for discussion only.**

**Is Funding Required?**     Yes     No    **If Yes, Is it Budgeted?**     Yes     No     N/A

**Indicate Funding Source:**

N/A

**Suggested Motion/Recommendation/Action**

**Motion to:**           

**Motion to:**           

**Motion to:**           

**Known As:**

**Discussion Concerning the Temporary Pro-Shop at the Highland Lakes Golf Course and the Planned Development District (PDD) Approved in 2013**

**Agenda Item Approved by City Manager**

## Melissa ByrneVosmer

---

**From:** Shoumaker, Jason C <jshoumaker@law.utexas.edu>  
**Sent:** Wednesday, February 03, 2016 1:41 PM  
**To:** Melissa ByrneVosmer  
**Cc:** Rodney Cox; smsmith1981@yahoo.com; Dale Mitchell  
**Subject:** RE: Agenda item

Thank you Melissa and thank you for your support and help in making this happen Jason

-----Original Message-----

**From:** Melissa ByrneVosmer <<mailto:MByrneVosmer@lago-vista.org>>  
**Sent:** Wednesday, February 03, 2016 1:38 PM  
**To:** Shoumaker, Jason C <[jshoumaker@law.utexas.edu](mailto:jshoumaker@law.utexas.edu)>  
**Cc:** Rodney Cox <[councilplace6@lago-vista.org](mailto:councilplace6@lago-vista.org)>, [smsmith1981@yahoo.com](mailto:smsmith1981@yahoo.com), Dale Mitchell <[Mayor@lago-vista.org](mailto:Mayor@lago-vista.org)>  
**Subject:** RE: Agenda item

Jason - I will prepare as requested and I will share with the rest of the Council...thank you for keeping this opportunity moving forward.

Melissa Byrne Vosmer, ICMA - CM  
City Manager  
City of Lago Vista  
5803 Thunderbird St. / P.O. Box 4727  
Lago Vista, TX 78645  
(W) (512) 267-1155 or (512) 391-9906  
Website: [lagovistatexas.org](http://lagovistatexas.org)

-----Original Message-----

**From:** Shoumaker, Jason C <<mailto:jshoumaker@law.utexas.edu>>  
**Sent:** Wednesday, February 03, 2016 1:06 PM  
**To:** Melissa ByrneVosmer  
**Cc:** Rodney Cox; [smsmith1981@yahoo.com](mailto:smsmith1981@yahoo.com); Dale Mitchell  
**Subject:** RE: Agenda item

Hi Melissa, I would like this on the agenda as a work session in order to ping the current council and see where everyone stands on the highland development. Rodney and I were assigned to work towards reaching development agreements between the city and potential developers of this area to include the hotel, land swap, city incentives, etc. etc. which would allow this property to be attractive moving forward and see completion. We had many other tasks in front of us causing me to place this task on a back burner. With some of the other items we were assigned to such as the wall and debris pile coming to a close, I felt like picking this back up and seeing where the council stood. My intention is to save this golf course and have a long term solution in place for a successful operation at Highland Lakes Course. At the end of the day, yes I would prefer to see the operations headquartered back in the building as originally planned but there are other steps we would need to establish before this could happen. My plan is to review the details of this current portable building so I have a baseline in hopes of gaining support from the council towards building a package to attract a new developer to complete the project. Please let me know if there are more questions - I am happy to discuss. Also please share this with the rest of the council so they too have a better understanding of why this is on the agenda, Jason.

-----Original Message-----

From: Melissa ByrneVossmer (<mailto:MByrneVossmer@lago-vista.org>)

Sent: Wednesday, February 03, 2016 8:32 AM

To: Shoumaker, Jason C <[jshoumaker@law.utexas.edu](mailto:jshoumaker@law.utexas.edu)>

Cc: Rodney Cox <[councilplace6@lago-vista.org](mailto:councilplace6@lago-vista.org)> [smsmith1981@yahoo.com](mailto:smsmith1981@yahoo.com); Gale Mitchell <[Mayor@lago-vista.org](mailto:Mayor@lago-vista.org)>

Subject: RE: Agenda item

Good morning Councilman, ... I will be happy to pull together the requested information for the Feb. 18th Council Meeting ... do you want it on for discussion only such as a worksession or are you wanting to have it on so some sort of action might take place and if so, how you would like this structured? I will begin to work with Staff to look at this issue if no facility is available. ... as you know, the "tin can" was used before and I would loath going back to that kind of a facility, ... ideally, if the Bistro does open as is being discussed, working to locate the pro shop in that facility makes the most sense and was part of the plan at one time, ... not being here I don't know the exact reasons why the pro shop was pulled out of the old clubhouse building but I understand it was part of the original plan, ...

Melissa Byrne Vossmer, ICMA - CM

City Manager

City of Lago Vista

5803 Thunderbird St. / P.O. Box 4727

Lago Vista, TX 78845

(W) (512) 267-1155 or (512) 381-3905

Website: [lagovistatexas.org](http://lagovistatexas.org)

-----Original Message-----

From: Shoumaker, Jason C (<mailto:jshoumaker@law.utexas.edu>)

Sent: Tuesday, February 02, 2016 8:43 PM

To: Melissa ByrneVossmer

Cc: Rodney Cox; [smsmith1981@yahoo.com](mailto:smsmith1981@yahoo.com)

Subject: Agenda item

Hi Melissa, I would like to formally request the use of the portable building currently being used as the pro shop/club house be added to the next regular meeting agenda being February 18th I believe. I would also like to request that information relating to the terms of this building (lease, rent, ownership), staffing, electric, phone, general operation cost, maintenance cost, removal of building cost, contract terms of this building between the city and "owner" if any, contract terms between the city and Mr. Otwell for the parking lot and building space lease, and a proposed plan from city staff on operations of Highland golf course if this building no longer existed and I request all of this information in completion be gathered and distributed to council prior to the meeting.

Please let me know if you have any questions or need further clarification on items requested, Jason.

## Memo

To: Mayor and City Council

From: Frank Robbins

Cc: Dennis Jones, City Manager

Subject: Rezone 20552 Highland Lakes Blvd. from G-1 to PDD for a Hotel and Associated Uses.

Date: September 13, 2013

### Recommendation:

P&Z met on September 12, 2013 and unanimously recommended approval of the attached PDD ordinance with clarifying statements about alcohol sales hours to be added by staff.

### Request:

Rezone two parcels of about 6 acres at 20552 Highland Lakes Blvd., the site of the now empty HLGC club house and parking, from G-1 golf course to PDD for a hotel and associated and accessory uses.

The city owns the smaller parcel on the south. A future owner has suggested a land swap with the city to maintain HLGC facilities and facilitate hotel construction.

The applications are Attachment 1. Attachment 2 is an aerial of the site.

### Background:

Joint public hearing was held on August 1, 2013 and September 5, 2013.

At this writing, more than 20% of the land within 200 feet has been protested in writing by the owners of the land, requiring a super majority (3/4<sup>th</sup>) of the council to approve the rezoning.

Attachment 7 is a reply map and data for the area within 200 feet of the property to be rezoned.

The city has received many written forms from people outside the 200 foot area. The tally of that group before the Town Meeting on September 5<sup>th</sup> was 144 in favor and 62 opposed.

### Discussion:

See Attachment 3, Master Plan Analysis. Additional landscape buffering and/or setback to the homes on the south may be appropriate as side setback as proposed is only five (5) feet.

The property adjacent to the property with the nearest home on the south is currently owned by the city. It is part of the golf course. It has a cart path in it. The city will probably continue to own some land between the home and the proposed hotel for this cart path. Setbacks are from property lines. If the PDD ordinance were to be amended to add setback or the site plan presented at the public hearing, the ordinance would be worded to state setback from new buildings to a residential property line or according to the PDD Plan.

The property should be rezoned to allow other use(s) than golf course.

The hotel has significant fiscal benefits. See Attachment 5.

Since the Town Hall meeting at K-Oaks, staff has added to the draft zoning ordinance hours of operation standards that were stated by the potential builder at the Town Hall meeting concerning outside activity and noise after dark and alcohol sales.

#### Criteria

Paragraph 13.20 (D) of the general zoning ordinance says:

Parcel Change Does Not Conform to Comprehensive Plan or in the Absence of a Comprehensive Plan. A change of zoning proposed by the owner of the parcel affected may be recommended for enactment, even though such proposed change does not conform to the land use map in the City's Comprehensive Plan provided that:

- (1) The Commission finds significant and unanticipated changes have occurred in the area of the affected parcel since the classification on the land use map was adopted.
- (2) It is unlikely that the parcel will be developed or used for any use permitted under the zoning classification indicated in the City's Master Plan.
- (3) The Commission finds that the requested zoning classification is the most appropriate classification for the area affected.

The rezoning does not conform to the land use map which shows this tract as low density residential. Please see the attached Master Plan Analysis for a policy criteria analysis.

The Planning and Zoning Commission Rules of Procedure Resolution states:

#### 4.2. Zoning Criteria

When considering zoning cases, the Commission should use the following criteria:

- a. Consistency with and the degree to which the application is consistent with the City Master Plan. This would include an evaluation of the applicable parts of the Plan including the Future Land Use Plan (a map) and policy statements in the Plan.
- b. Consistency with the purpose and intent of the proposed zone to which the application is made.
- c. Compatibility with surrounding land uses and zoning.
- d. Consistent with public health, safety, and welfare.
- e. Acceptable to a significant number of affected neighbors.
- f. There have been changes in the circumstances of the property to be rezoned or surrounding properties to warrant a change in classification.
- g. The property is practically and physically suited for uses allowed in the proposed zone reclassification.

#### Recommendation:

Staff recommends approval of the attached ordinance that adopts the site plan shown at the public hearing as the PDD Plan, deletes tavern, night club, bar as a stand alone permitted use and has hours of operation standards.

Attachments:

1. Application.
2. Aerial with topography and zoning.
3. Master Plan Analysis.
4. Draft PDD ordinance.
5. Fiscal impact.
6. Information about astronomical twilight.
7. 200 ft. reply map.

Attachment 1

CITY OF LAGO VISTA  
BUILDING AND DEVELOPMENT SERVICES

5803 THUNDERBIRD LAGO VISTA, TEXAS 78645  
OFFICE 512-267-5259 FAX 512-267-5265

ZONING CHANGE REQUEST APPLICATION  
(PLEASE PRINT)

Name of Owner(s): City of Lago Vista  
North Shore LLLP  
Owner's Address: 5803 Thunderbird  
20552 Highland Lake Dr. Lago Vista  
Contact Person: Frank Robbins  
Email Address: frobbs@lagovista.org  
Contact Phone Numbers: 512-267-1993  
(DAYTIME) (CELL) (FAX)

COMPLETE LEGAL DESCRIPTION OF PROPERTY (PLEASE PRINT)

Subdivision: See attached map. Section: \_\_\_\_\_ Lot No: Undivided.  
Property Address: 20552 Highland Lake Dr.  
Volume and Page where deed is filed: \_\_\_\_\_

NATURE OF REQUEST (PLEASE PRINT)

Requests a Zoning Change from the current zoning designation of G-1  
To PDD for the purpose of Home  
G-1A development standards with attached permitted uses.

In my absence I hereby designate the following person to act in my behalf as my designated agent. (PLEASE PRINT).

Name of Agent: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Numbers: \_\_\_\_\_  
(DAYTIME) (CELL) (FAX)

Signature of Applicant: Bruce Helton Date: 7/3/2013  
FOR NORTH SHORE LLLP  
Attestation from City

## HLGC Hotel

### Permitted Uses

Permitted uses are highlighted.

STRUCTURE/USE	C-1	C-2
Accessory Building or Use	✓	✓
Aircraft hangar; servicing, repair, operations		
Amphitheater	✓	✓
Amusement arcade		✓
Amusement Park		✓
Antique shop	✓	✓
Apartments		
Apartmental Hotel with Commercial	✓	✓
Arboretums		
Arcades	RAJ	RAJ
Asphalt and concrete production		
Assisted Living		
Auditorium		✓
Auto sales and service		✓
Auto wash, tune-up, repair	✓	✓
Bakery	✓	✓
Bank, Savings and Loan	✓	✓
Barber, Beauty Shop	✓	✓

STRUCTURE/USE	C-1	C-2
Bars, Nightclubs and Taverns		✓
Bed and Breakfast Establishment	✓	✓
Beverage Bottling or distribution		✓
Blue material sales & service		✓
Billiard/Pool Rooms		✓
Boat storage (outside)		✓
Boat Sales or Service		✓
Boat slip/day slips		
Boat Ramp, Commercial	✓	✓
Book/stationary shop	✓	✓
Bowling alley establishment		✓
Building material sales		✓
Bus depot		✓

STRUCTURE/USE	C-1	C-3
Cabinet shop/commercial		✓
Cafeterias	✓	✓
Cannery store	✓	✓
Canvas goods fabrication		✓
Carpentry shop	✓	✓
Carpenter-rug cleaners	✓	✓
Cleaning-hauling-storage warehouse		✓
Catering establishments	✓	✓
Cemetery		✓
Chapel	✓	✓
Child care institution	✓	✓
Churches-Temples	✓	✓
Chimes (medical)	✓	✓
Clothing store-men's and/or women's	✓	✓
Club-not nightclubs	✓	✓
Coal-sand-soil-and-gravel yards	✓	✓
College-or-university	✓	✓
Community Home		✓
Community Center	✓	✓
Condominiums		
Convalescent Home/Nursing Home	✓	
Cottage		
Country club	✓	✓
Craft hobby shop	✓	✓
Dance halls		✓
Dept. store-sporting goods-horwelry-toy shops	✓	✓
Drug-and-out-grooming	✓	✓
Drug store-soda fountain-tobacco-candy shops	✓	✓

STRUCTURE/USE	C-1	C-3
Dry-cleaning	✓	✓
Dwelling-mobile home		
Dwelling-multi-family		
Dwelling-single-family		
Dwelling-single-family-with-hanger		
Dwelling-two-family		
Electric appliance shop/repair	✓	✓
Employment agency	✓	✓
Exhibition-and-trade grounds		
Expressing, baggager, delivery service		✓
Fabric shop	✓	✓
Family home facility		
Farmers markets	✓	✓
Fire Station	✓	✓
Florist	✓	✓
Food store-convenience	✓	✓
Food store-supermarket	✓	✓
Fractional housing (fractionals)		
Fuel storage	✓	✓
Furniture-appliance store	✓	✓
Golf course	✓	✓
Golf course-driving range		
Golf course-minature	✓	✓
Grocery store-wholesale		✓
Grocery store-retail	✓	✓
Hardware, paints, wallpaper	✓	✓
Health-clubs-spa	✓	✓

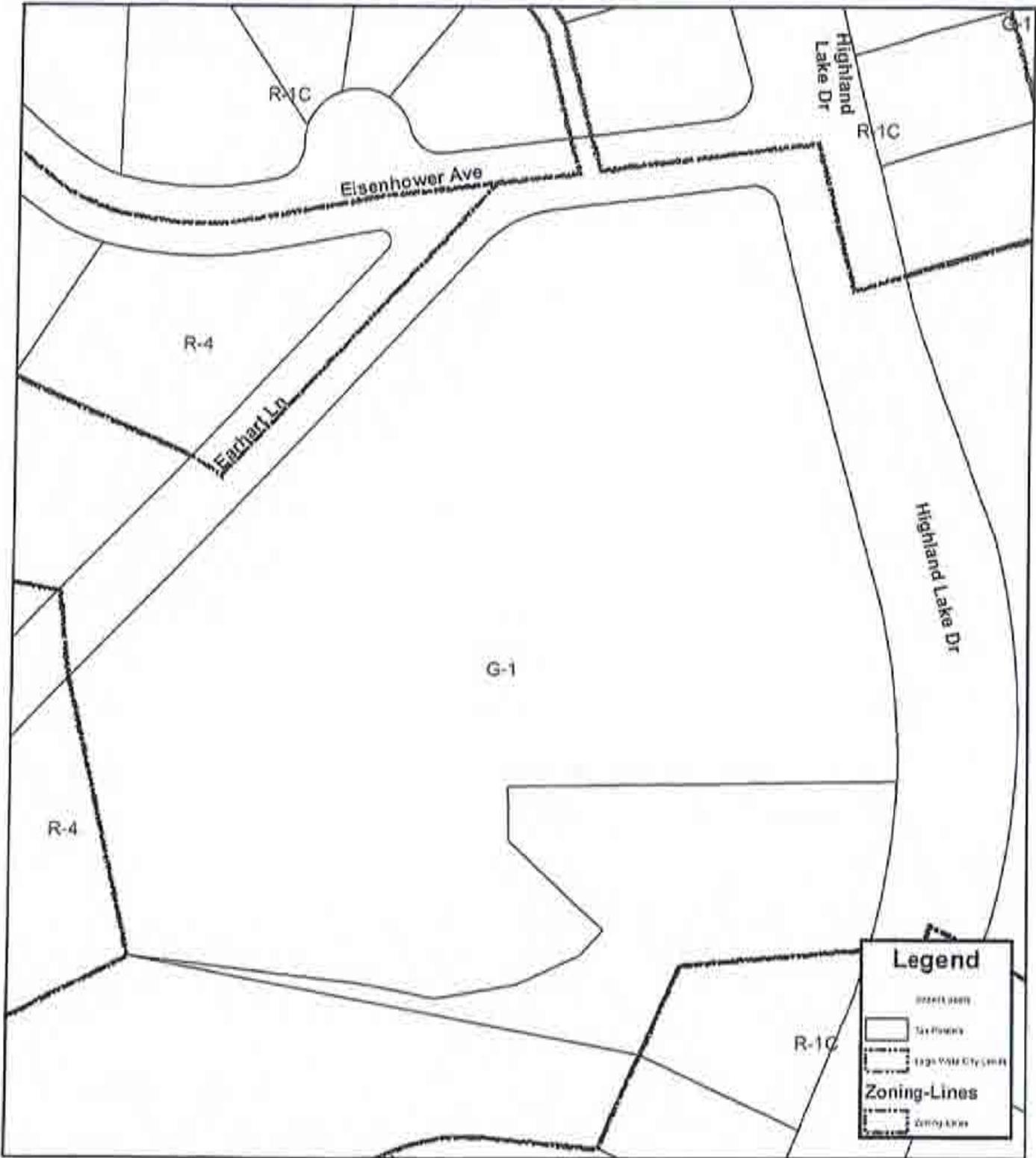
STRUCTURE/USE	C-1	C-3
Heliparts		slip
Helislops	slip	slip
Hobby shop	*	v
Home-based business/occupation		
Hospital		v
Hostess	*	
Hotel		v
Ice cream store	*	v
Interior Decorator	*	v
Jewelry, optical goods	*	v
Junk and salvage yards- all open-air storage of junk, waste and salvage material		
Kennels	slip	slip
Laboratory		*
Laundromat	*	*
Laundry-commercial		v
Library	*	*
Livestock or Poultry shelter or care. Stable	slip	slip
Machine shop- metal products, welding		*
Manufactured housing sales		v
Manufacturing and Assembly		*
Marina		
Massage establishments*	*	v
Meat markets	*	*
Metal warehouse (inside storage only)		
Metal warehouse (with outside storage)		
Mortuary		*
Motel		v
Museums	*	*

STRUCTURE/USE	C-1	C-3
Office- Medical and general	*	v
Open storage		*
Park- Active		
Park- passive	*	v
Park and ride facilities		
Parking lot-commercial	*	v
Pet boarding with outside run	slip	slip
Pet store- no outside run	*	*
Photo studio	*	*
Playground		
Plumbing- HVAC- roofing supply		v
Public station	*	*
Printing shop		*
Public and municipal treatment plants, pump stations, lift stations, public works and related facilities, and municipal buildings and facilities	*	v
Quarry- Mining- Rock- Crushing		
Radios- TV, VCR sales/service	*	*
Radio- TV studio	*	*
Ready office	*	v
Ready office-temporary*	*	v
Recreation facility-commercial	*	v
Recreational Vehicle Park		
Restaurant	*	v
Retail store-general	*	v
School-public/private	*	v
School-business/commercial	*	v
Service station	*	*
Sexually-oriented business*		slip

STRUCTURE/USE	C-1	C-3
Short Term Occupancy		
Sign-Shop	*	*
Specialty and novelty establishments	*	*
Storage & sale of autos, trailers, farm implements & equipment & similar equipment-ent-ent-let		*
Studio-artist	*	*
Studio-dance	*	*
Studio-health	*	*
Studio-music	*	*
Substation-public-utility	*	*
Swimming pool-private	*	*
Swimming pool-public		*
Tailer & dressmaking-shop	*	*
Telephone exchange	*	*
Theater-lobby		*
Tinsmith & sheet metal		*
Townhouse		

STRUCTURE/USE	C-1	C-3
Trailer-truck-bus-sales		*
Upholstery-shop	*	*
Veterinary-hospital-no-outside-run	*	*
Vocational and Private School	*	*
Warehouse		*
Watercraft-rental		
Water-tank-surface-subsurface-public	*	*
Wildlife-sanctuaries		
Wireless-Communications-Systems	*	*
Radio-television-and-microwave antennas and towers		
Wholesale-distribution		*

# HLGC Hotel



1 inch = 100 feet

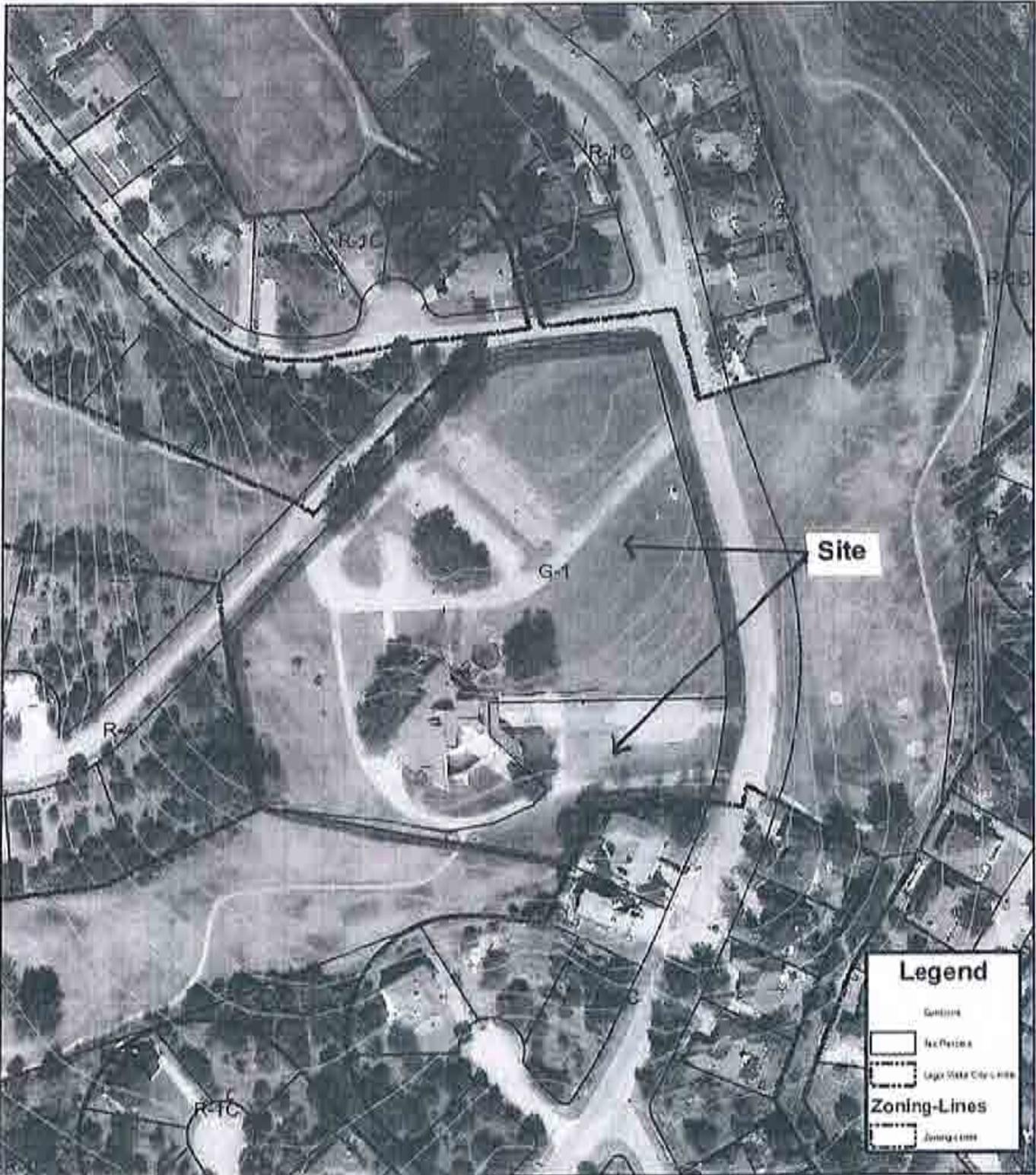
The City of Lago Vista shall not be held liable for improper or incorrect use of the data contained herein. It is the responsibility of the user to verify the data independently and consistent with the intended use of general data.

**TABLE A**  
**TABLE OF DEVELOPMENT STANDARDS**  
**C-1 and C-2**

COMMERCIAL	Max. Impervious Cover%	Min. Living Area (sq. ft.)	Front Setback (ft.)	Rear Setback (ft.)	Min. Side Yard Setback (ft.)	Total Side Yard Setback (ft.)	Corner Setback (ft.)	Building Height (ft.)	
Commercial									
C-1A Low Density**	60		20	10	5	10	15	28	
C-1C Low Density	60		25	25	10	20	25	28	
C-2 Intense	60	Buildings meet C-1C standards							28

\*\* In the area platted as Lago Vista Travis Plaza, impervious cover excludes the area of the 66 ft. wide common parking area as shown in the plat for this property. Front setback in Lago Vista Travis Plaza is 10 feet from Dawn Drive.

# Attachment 2



1 inch = 167 feet

The City of High Falls does not be held liable for damages or expenses when the data is used for any purpose other than the intended use. It is the responsibility of the user to use the data appropriately and to verify the accuracy of the data.

**Attachment 3**  
**Master Plan Analysis**  
**HLGC Hotel PDD**

August 27, 2013

The Lago Vista Master Plan has within it certain policies that may be used as criteria or guidance for a change in zoning. Following is a staff analysis using the Master Plan:

1. Future Land Use Map. The future land use map designates this property low density residential. The proposed PDD amendment is therefore different than the future land use map.

If the PDD amendment is approved, staff recommends that the Future Land Use Map be amended to commercial.

2. Master Plan Objectives *in italics*.

*Objective 1.2: Protect Lago Vista's environment by acquiring or protecting significant drainageways, maintaining healthy forests and protecting wildlife and natural resources.*

Comment: The property has no significant drainageways. There are three significant stands of oaks. The site plan attached to the PDD ordinance shows saving all existing oaks. Water quality issues and tree protection will be addressed during site development permitting.

*Objective 1.5: Control the impact of development on the environment through appropriate regulation of landscaping, plant removal and lot excavation.*

Comment: To be evaluated during site development permitting. No variances to environmental standards are requested.

*Objective 1.7: Protect major drainageways for water quality protection and habitat preservation.*

Comment: There are no major drainageways on the property.

*Objective 1.9: Protect environmentally sensitive natural areas.*

Comment: There is no environmentally sensitive land on the property.

*Objective 1.11: Preserve the beauty of the lake and hill country setting by enforcing the ordinances and guidelines that protect and enhance aesthetic values.*

Comment: No waivers or exceptions to any ordinances are proposed. No architectural renderings have been submitted. A site plan is part of the PDD. A possible future owner has presented a conceptual plan which is attached to the PDD ordinance.

*Objective 2.7: Pursue opportunities for recreation and tourism businesses.*

Comment: What is proposed is consistent with this policy.

*Objective 2.12: Attract hotels, motels and other lodging, medical and clinics, restaurants, retailers, services, and employers.*

Comment: What is proposed is consistent with this policy.

*Objective 3.11: Development should be consistent with the Master Plan by using the Future Land Use Map and the following criteria to evaluate proposed development.*

*A. Multifamily development:*

- 1. The property should be adjacent to a collector or arterial street.*

Comment: No multifamily development is proposed.

*B. Nonresidential development:*

- 1. The area is along a designated collector or arterial.*

Comment: Highland Lakes Blvd. is designated on the Thoroughfare Plan as a two lane collector.

- 2. The area is of sufficient size to allow adequate buffering from adjacent residential land uses, adequate parking, loading areas, and landscaping.*

Comment: A possible future owner has stated a 60 unit hotel with outdoor pavilion and additional parking would be built. A site plan has been attached to the PDD ordinance. The 6+ acre site will easily accommodate that new construction. The site plan shows the 60 unit hotel being built about where the existing cart barn is located, about 75 feet from the nearest home.

The zoning ordinance requires one shade tree for every 25 feet of property adjacent to single family zoning. There is a nice stand of trees adjacent to the property on the south on Highland Lakes. Additional trees will be required to meet the 1/25 ft. standard.

Additional residential buffering could be added to the PDD.

- 3. The area and its respective use will not cause traffic to be routed through residential neighborhoods and will not utilize roadways that are intended for residential housing purposes.*

Comment: Commercial traffic will be routed through residential areas. A TIA may be required by P&Z or the city council during the zoning process. It will be required during site development permitting. The site has been used for commercial purposes in the past.

- 4. The area is appropriately located such that the overall transportation system is equipped to handle the traffic generated.*

Comment: Traffic generated by a 60 unit hotel will not create a need to widen Highland Lakes Blvd. Highland Lakes is equipped to handle the traffic of a 60 unit hotel. A TIA will be required at site development permitting. That TIA will determine the need for additional turn lanes or other improvements to Highland Lakes.

Highland Lakes Blvd. was studied in 2008 and 2009 as part of a comprehensive transportation study. Traffic counts on Highland Lakes Blvd. in 2008 were 1,200 average daily trips (ADT). A trip is one way. Due to slow growth, traffic counts are probably little changed. The transportation study states the capacity of Highland Lakes is 4,095 ADT. According to ITE Trip Generation Manual, the 60 unit hotel would generate 8.92 trips per room or about 536 ADT. Highland Lakes Blvd. has plenty of capacity to accommodate the hotel.

Hotel traffic is usually not at the peak travel times.

- 5. The area is served with adequate public facilities such as water, sewer, electricity, and fire protection.*

Comment: Extension of an additional wastewater line is needed to serve a 60 unit hotel. The property must be platted, and extension of wastewater would be required of the subdivider at that time.

Earhart adjoins the property on the west. The hard surface that is about 22 feet wide is in bad shape and part of the road adjoining the property is hard surfaced at about 10 feet. Paving and widening the pavement of Earhart would be required at time of platting.

*6. The area has sufficient drainage and will not adversely affect downstream property.*

Comment: This will be evaluated at the time of platting and commercial site development. On-site detention and water quality ponds may be required.

*7. Non-point source pollution is appropriately attenuated.*

Comment: This will be evaluated at the time of platting and commercial site development.

*8. Nonresidential land uses should not be characterized by the following:*

*a. Shallow lots (usually between 100 and 150 feet).*

Comment: The property is not shallow.

*b. Numerous driveways for entrance and exit.*

Comment: To be evaluated at time of site development permitting.

*c. Lack of architectural interest.*

Comment: No architectural plans have been submitted. Staff may not require changes or improvements to architectural plans during permitting.

*d. Lack of landscaping in and around parking lots.*

Comment: Tree preservation and tree planting standards are not proposed to be waived and will apply during permitting. One tree for every eight new parking spaces will be required during permitting.

*Objective 3.18: Identify undeveloped land nearby golf courses to be considered for rezoning for nonresidential use to stimulate golf resort opportunities.*

Comment: This is a city initiated case consistent with this policy.

*Objective 3.19: With so little property currently zoned for nonresidential use, it is critical that additional land be zoned for nonresidential use.*

Comment: This adds commercially zoned property.

*Objective 4.3: Encourage residential development in areas that have adequate public facilities and services including: roads and streets, police and fire protection, sewage disposal, water supply and pressure, telephone and electricity.*

Comment: N/A.

*Objective 4.5: Protect single-family residential areas from traffic congestion and through traffic, including traffic generated by nonresidential and high-density residential land uses.*

Comments: A TIA may be required during zoning. It will be required at the time of permitting.

*Goal 5. Nonresidential Development: Support the diversification of the local economic base by encouraging nonresidential development in appropriate areas of the City and providing the necessary zoning controls to ensure that nonresidential areas work in concert with residential neighborhoods.*

Comment: The PDD site plan shows the layout of the proposed hotel and related buildings.

*Objective 5.1: Maintain a sufficient amount of nonresidential land to meet the future requirements for new businesses and that encourages local employment and increasing Lago Vista property values.*

Comment: This adds commercially zoned property.

*Objective 5.07: Utilize physical buffers, such as permanent open space, landscaping, fencing or walls, (as appropriate) between residential areas and nonresidential areas and/or differing residential densities where appropriate.*

Comment: The site plan that would be adopted with the PDD ordinance shows the hotel about 70 to 75 feet from the nearest home. One tree for every 25 feet of land adjacent to single family is required.

*Objective 5.08: Increasing the setback requirements for nonresidential development that is adjacent to residential areas should be considered.*

Comment: The site plan that would be adopted with the PDD ordinance shows the hotel about 70 to 75 feet from the nearest home. One tree for every 25 feet of land adjacent to single family is required.

*Objective 5.12: Underdeveloped land with potential use as architecturally compatible lodging, condominiums, town homes and other such accommodations should be identified and considered for rezoning to enhance nonresidential development to stimulate potential golf resort opportunities.*

Comment: No building elevations are proposed with the PDD. Otherwise, the proposal is consistent with this policy.

## Attachment 5

### Lago Vista, Texas Zoning change from G-1 to PDD Boutique Hotel

A 'BOUTIQUE HOTEL', "a smaller hotel typically one situated in a fashionable urban location." It distinguishes itself from the larger chains and boutiques and are one-of-a-kind establishments.

**Subject:** potential \$\$\$ calculation

#### Potential revenue to the City

2015	HL Lodge, Restaurant & Bar		
	<b>Ad valorem Tax</b>	\$0.63 per \$1,000 appraisal (cost to build) \$5,000,000	= \$
31,500		EX: \$1,000,000 = \$ 6,300 per year X 5	
	<b>Bed Tax</b>	6% rooms	= \$
85,410		Calculation: 60 rooms at 65% occupancy = 39 avg. rooms per day @\$100 ea = \$3,900 per day \$3,900 per day X 365 days = \$1,423,500 X 6%	
	<b>Sales Tax</b>	2% X \$1,423,500 for = \$ 28,470	
rooms		2% of restaurant & bar estimated at	
\$1,500,000	= \$ 30,000		
			<b>\$175,380</b>

#### Positives for the City:

- You can use a number of assumptions, but a \$175,000 REVENUE plus per year to the City is attainable.

That equates to \$0.028 cents of the current tax rate of \$0.63.

- The certainty of what will be built on this prime property with a zoning change.
- A strong visual and welcomed functional attraction to the Highland Lakes Estates area.
- A local dining restaurant and room accommodations for the residents and our visiting guests.
- The potential of golf tournaments or just golf outings using the all purpose facility.
- The estimated employment, at the Lodge, is projected at seventy (70) employees and a portion of their income will be spread throughout the community. This employment need will be fulfilled by current City residents and possibly new City residents.
- New Golf Pro Shop, for sale of merchandise, for the 20,000 yearly rounds of golf played at the Highland Lakes course, currently not available.
- New and possibly larger golf cart barn, to accommodate more carts needed for the additional anticipated play.

CITY OF LAGO VISTA, TEXAS

ORDINANCE NO. 13-09-19-01

AN ORDINANCE OF THE CITY OF LAGO VISTA, TEXAS, AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP BY REZONING TWO TRACTS OF LAND OF ABOUT 6.117 ACRES OF PROPERTY, ADJACENT TO HIGHLAND LAKES BLVD, EISENHOWER, AND EARHART, FROM THE G-1 ZONING DISTRICT TO THE PDD ZONING DISTRICT; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, after giving ten (10) days written notice to the owners of land in and within 200-feet of the area being rezoned, the Planning and Zoning Commission and City Council held a public hearing on the proposed re-zoning; and

WHEREAS, after publishing notice to the public at least fifteen (15) days prior to the date of such hearing, the Planning and Zoning Commission and the City Council at a public hearing reviewed the request and the circumstances of the area being rezoned and finds that a substantial change in circumstances of the area being rezoned sufficient to warrant a change in the zoning has transpired; and

WHEREAS, the City desires that development within its corporate limits occur in an orderly manner in order to protect the health, safety, and welfare of its present and future citizens, protect property values and provide for the growth of the City's tax base;

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

**Section 1. Findings.** The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact. The Commission, City Manager and City Council find that this Ordinance satisfies the requirements of Section 13 of the City of Lago Vista Zoning Ordinance.

**Section 2. Amendment of Zoning Ordinance and Zoning Map.** The Zoning Ordinance and the Official Zoning Map and other applicable ordinances are hereby modified and amended by rezoning the property described in Exhibit 1, which is attached and made a part of this ordinance, from G-1 to PDD.

**Section 3. Zoning Requirements for PDD.** The property shall comply with all city ordinances except as stated in the following:

a. **Permitted uses.** Only the following uses are permitted: Hotel, motel, accessory building or use, apartment hotel with commercial, country club, golf course, golf course driving range, public and municipal pump stations, lift stations, public works and related facilities, municipal buildings and facilities, and restaurant.

b. **Development Standards.**

Maximum height: 28 feet.

Maximum impervious cover: 60%.

Setbacks: As shown on the attached PDD Plan, Exhibit 2, attached to this ordinance, except for the New Cart Barn location, which may be relocated further south on Earhart and shall be setback at least 25 feet from Earhart ROW.

No additional buildings than shown on the attached PDD Plan, Exhibit 2, shall be permitted unless approved as part of a rezoning of the property.

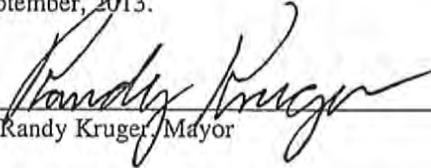
- c. PDD Plan. The property shall be developed according to Exhibit 2, attached and made a part of this ordinance, except for the new cart barn, which may be relocated further south on Earhart and shall be setback at least 25 feet from Earhart ROW.
- d. Parking, drainage, and landscaping. Additional parking spaces in addition to those shown on Exhibit 2 may be required to meet zoning ordinance standards. Additional landscaping and tree planting in addition to trees shown on Exhibit 2 may be required. Water quality and detention may be required. No parking, drainage, water quality or tree planting standards are varied with this PDD.
- e. Platting. Prior to issuance of a site development permit or building permit, a plat approved by the city shall be recorded for the property.
- f. Hours of operation.
  - (1) After the end of evening astronomical twilight ("dark"), there shall be no outside bands, outside amplified music or noise, outside activities, and the pavilion doors shall close.
  - (2) Alcohol sales. The bar shall close and no alcohol sale shall occur after 11PM, Sunday through Thursday, and not on Friday evenings/Saturday morning after 2AM Saturday morning, and Saturday evening/Sunday morning after 2AM Sunday morning.
- g. The pavilion shall be built to be completely enclosed.

**Section 4. Severability.** Should any section or part of this Ordinance be held unconstitutional, illegal, or invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this ordinance are declared to be severable.

**Section 5. Effective Date.** This Ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the *Tex. Loc. Gov't. Code*.

**Section 6. Open Meetings.** It hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551, Tex. Gov't. Code*.

PASSED AND APPROVED this 19<sup>th</sup> day of September, 2013.

  
Randy Kruger, Mayor

ATTEST:

  
Christina Buckner, City Secretary

On a motion by Council Member Richard Bohn, seconded by Council Member Darrel Hunt, the above and foregoing instrument was passed and approved.

### FIELD NOTES DESCRIPTION

DESCRIPTION OF 5.162 ACRES OF LAND IN THE JAMES CANTWELL SUR. NO. 36, A-2534, TRAVIS COUNTY, TEXAS; BEING A PORTION OF THAT CERTAIN CALLED 6.116 ACRE TRACT OF LAND DESIGNATED AS PARCEL 2, TRACT 10 AND DESCRIBED IN A GENERAL WARRANTY DEED FROM GP GOLF, LLLP TO NORTH SHORE, LLLP, OF RECORD IN DOCUMENT NO. 2006196620, OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS; SAID 5.162 ACRE TRACT, AS SURVEYED BY LOOMIS PARTNERS, INC., BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

**BEGINNING** at 1/2-inch iron rod found at the southeast corner of Lot 13007, Highland Lake Estates Section Thirteen, a subdivision according to the plat of record in Plat Book 52, Page 100, Plat Records of Travis County, Texas, same being a northern corner of that certain called 11.713 acre tract of land designated as Parcel 2, Tract 1, and described in the said General Warranty Deed from GP Golf, LLLP to North Shore, LLLP and the southwest corner of said North Shore Parcel 2, Tract 10, for the southwest corner and **POINT OF BEGINNING** of the tract described herein;

**THENCE** N 11° 21' 35" W with the west line of said North Shore Parcel 2, Tract 10, same being the east line of said Lot 13007, and the west line of the tract described herein, a distance of 220.00 feet to a calculated point in the southeast right-of-way line of Earhart Lane, as shown on said Highland Lake Estates, Section Thirteen, for the northeast corner of said Lot 13007, the west corner of North Shore Parcel 2, Tract 10, and of the tract described herein, from which a 1/2-inch iron rod found bears S 76° 49' 24" W, 5.90 feet;

**THENCE** with the southeast line of Earhart Lane, the northwest and north lines of said North Shore Parcel 2, Tract 10, and the northwest and north lines of the tract described herein, the following four (4) courses and distances:

1. N 43° 30' 15" E, a distance of 419.03 feet to a 5/8-inch found at a point of curvature,
2. with the arc of a curve to the right, having a radius of 55.45 feet, an arc distance of 38.41 feet and a chord bearing N 62° 59' 28" E a distance of 37.65 feet to a 1/2-inch iron rod found at a point of tangency,
3. N 82° 54' 25" E, a distance of 160.75 feet to a 1/2-inch iron rod found at a point of curvature, and
4. with the arc of a curve to the right having a radius of 23.20 feet, an arc distance of 33.11 feet, and a chord bearing S 56° 40' 25" E a distance of 30.37 feet to a 1/2-inch iron rod found at a point of tangency in the west right-of-way line of Highland Lake Drive, as shown on Highland Lake Estates, Section Fourteen, a subdivision according to the plat of record in Book 51, Page 80, Plat Records of Travis County, Texas;

**THENCE** with the west right-of-way line of Highland Lake Drive, same being the east line of said North Shore Parcel 2, Tract 10, and the east line of the tract described herein, the following two (2) courses and distances:

1. S 15° 34' 33" E, a distance of 276.39 feet to a 1/2-inch iron rod found at a point of curvature, and
2. with the arc of a curve to the right having a radius of 469.50 feet, an arc distance of 139.19 feet, and a chord bearing S 07° 05' 02" E a distance of 138.68 feet to a 1/2-inch iron rod with plastic cap stamped "LAI" set for the eastern southeast corner of the tract described herein;

**THENCE** crossing said North Shore Parcel 2, Tract 10, with the southern and eastern lines of the tract described herein, the following nine (9) courses and distances:

1. S 88° 26' 33" W, a distance of 285.21 feet to a 1/2-inch iron rod with plastic cap stamped "LAI" set for a re-entrant corner of the tract described herein,

2. S 01° 56' 33" E, with the eastern face of the building and its northern extension, a distance of 39.87 feet to a building corner at an angle point,
3. S 47° 28' 16" E, a distance of 94.79 feet to a ½-inch iron rod with plastic cap stamped "LAI" set for the southern southeast corner of the tract described herein,
4. S 40° 37' 49" W, a distance of 24.41 feet to a ½-inch iron rod with plastic cap stamped "LAI" set for an angle point,
5. S 64° 52' 57" W, a distance of 51.85 feet to a ½-inch iron rod with plastic cap stamped "LAI" set for an angle point,
6. S 79° 35' 38" W, a distance of 59.87 feet to a ½-inch iron rod with plastic cap stamped "LAI" set for an angle point,
7. N 78° 55' 40" W, a distance of 30.24 feet to a ½-inch iron rod with plastic cap stamped "LAI" set for an angle point,
8. N 80° 26' 10" W, a distance of 28.78 feet to a ½-inch iron rod with plastic cap stamped "LAI" set for an angle point, and
9. N 84° 10' 57" W, a distance of 162.04 feet to the POINT OF BEGINNING and containing 5.162 acres of land more or less.

BEARING BASIS: Texas Coordinate System, Central Zone, NAD83, Grid

LOOMIS WORD FILE: FN1075(kls)

THE STATE OF TEXAS

COUNTY OF TRAVIS



KNOW ALL MEN BY THESE PRESENTS

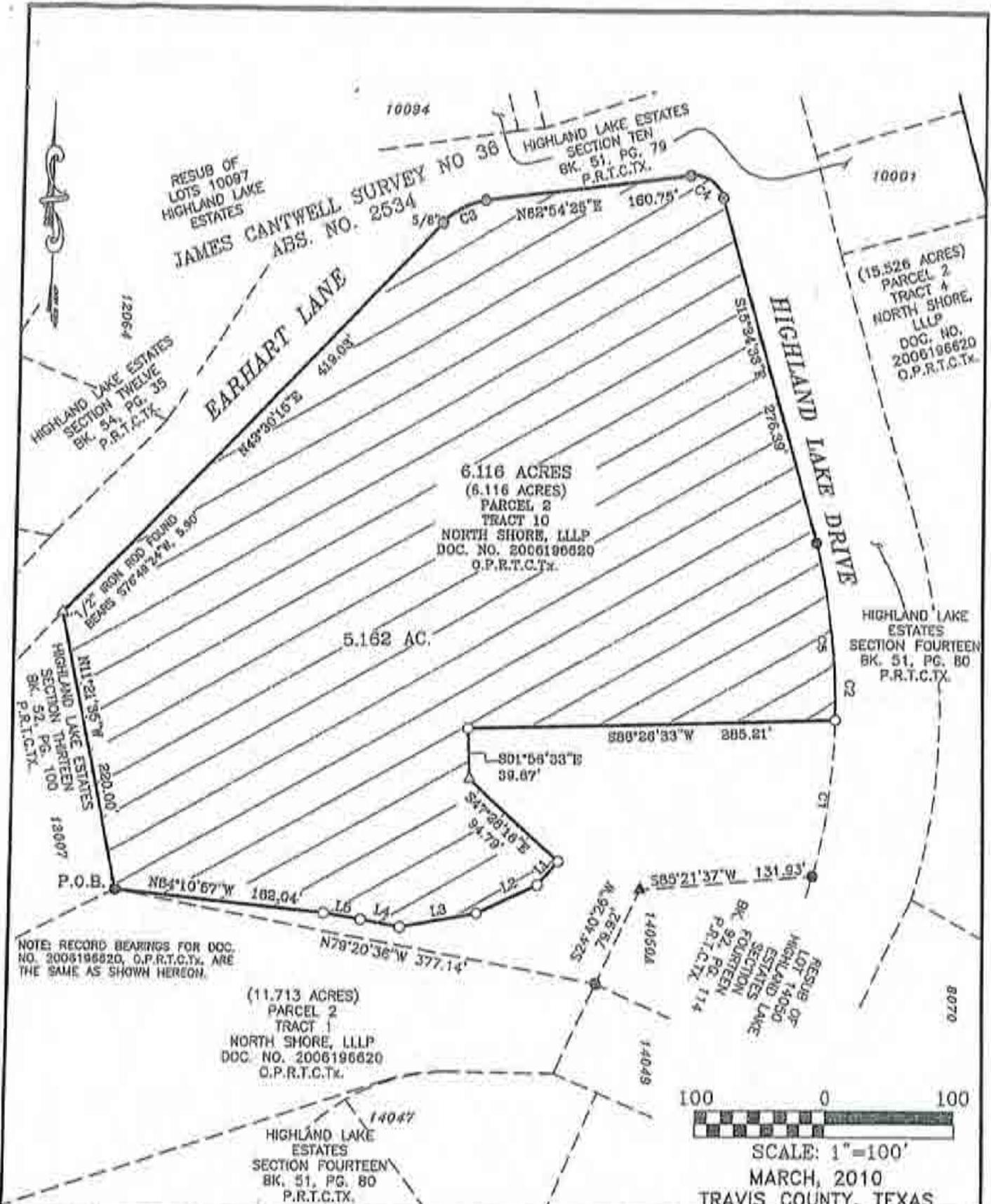
That I, John D. Barnard, a Registered Professional Land Surveyor, do hereby certify that the above description and the accompanying sketch is true and correct to the best of my knowledge and belief and that the property described herein was determined by a survey made on the ground during the month of March 2010, under my direction and supervision.

WITNESS MY HAND AND SEAL at Austin, Travis County, Texas, on this 26<sup>th</sup> of March, 2010 A.D.

Loomis Partners  
Austin, Texas 78748



John D. Barnard  
Registered Professional Land Surveyor  
No. 5749- State of Texas



	<p><b>LOOMIS PARTNERS</b></p> <p>ENGINEERING • LAND SURVEYING • ENVIRONMENTAL CONSULTING •</p> <p>3101 Bee Cave Road, Suite 100 • Austin, Texas 78746</p> <p>[TEL] 512.327.1180 • [FAX] 512.327.4962 • www.loomis-partners.com</p>	<p>SKETCH TO ACCOMPANY FIELD NOTES (FN1075)</p>
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**CURVE TABLE**

CURVE	RADIUS	ARC LENGTH	CHORD BEARING	CH. DIST.
C1	469.50'	124.35'	S 08°59'48" W	123.98'
C2	489.50'	263.54'	S 00°30'12" W	260.09'
C3	55.45'	38.41'	N 62°59'26" E	37.65'
C4	23.20'	33.11'	S 56°40'25" E	30.37'
C5	469.50'	139.19'	S 07°05'02" E	138.68'

**LINE TABLE**

LINE	BEARING	DISTANCE
L1	S 40°37'49" W	24.41'
L2	S 64°52'57" W	51.85'
L3	S 79°35'38" W	59.87'
L4	N 78°55'40" W	30.24'
L5	N 80°26'10" W	28.78'

**LEGEND**

⊙	1/2" IRON ROD FOUND (UNLESS OTHERWISE NOTED)
▲	NAIL FOUND
○	1/2" IRON ROD W/ PLASTIC CAP STAMPED "LAI" SET
△	CALCULATED POINT
P.O.B.	POINT OF BEGINNING
( )	RECORD INFORMATION
P.R.T.C.TX.	PLAT RECORDS OF TRAVIS COUNTY, TEXAS
O.P.R.T.C.TX.	OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS

**NOTES:**

1. BEARING BASIS IS TEXAS COORDINATE SYSTEM, CENTRAL ZONE, NAD83, GRID, BASED ON GLOBAL POSITIONING SYSTEM SURVEY TIES FROM LOWER COLORADO RIVER AUTHORITY (LCRA) CONTROL POINTS A701 AND E406.
2. DISTANCES SHOWN HEREON ARE U.S. SURVEY FEET, BASED ON SURFACE MEASUREMENTS; TO CONVERT SURFACE DISTANCES TO GRID, MULTIPLY BY THE COMBINED SCALE FACTOR.
3. THE COMBINED SCALE FACTOR FOR THIS PROJECT IS 0.999898.



**LOOMIS PARTNERS**

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 3101 Bee Cave Road, Suite 100 • Austin, Texas 78746  
 (TEL) 512.327.1180 • (FAX) 512.327.4062 • www.loomis-partners.com

SKETCH TO ACCOMPANY  
 FIELD NOTES (FN1075)

### FIELD NOTES DESCRIPTION

DESCRIPTION OF 0.955 ACRES (41,588 SQ. FT.) OF LAND IN THE JAMES CANTWELL SUR. NO. 36, A-2534, TRAVIS COUNTY, TEXAS; BEING A PORTION OF THAT CERTAIN CALLED 6.116 ACRE TRACT OF LAND DESIGNATED AS PARCEL 2, TRACT 10 AND DESCRIBED IN A GENERAL WARRANTY DEED FROM GP GOLF, LLLP TO NORTH SHORE, LLLP, OF RECORD IN DOCUMENT NO. 2006196620, OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS; SAID 0.955 ACRE TRACT, AS SURVEYED BY LOOMIS PARTNERS, INC., BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

**BEGINNING** at ½-inch iron rod found at the southeast corner of Lot 13007, Highland Lake Estates Section Thirteen, a subdivision according to the plat of record in Plat Book 52, Page 100, Plat Records of Travis County, Texas, same being a northern corner of that certain called 11.713 acre tract of land designated as Parcel 2, Tract 1, and described in the said General Warranty Deed from GP Golf, LLLP to North Shore, LLLP and the southwest corner of said North Shore Parcel 2, Tract 10, for the west corner and **POINT OF BEGINNING** of the tract described herein;

**THENCE** crossing said North Shore Parcel 2, Tract 10, with the northern and western lines of the tract described herein, the following nine (9) courses and distances:

1. S 84° 10' 57" E, a distance of 162.04 feet to a ½-inch iron rod with plastic cap stamped "LAI" set for an angle point,
2. S 80° 26' 10" E, a distance of 28.78 feet to a ½-inch iron rod with plastic cap stamped "LAI" set for an angle point,
3. S 78° 55' 40" E, a distance of 30.24 feet to a ½-inch iron rod with plastic cap stamped "LAI" set for an angle point,
4. N 79° 35' 38" E, a distance of 59.87 feet to a ½-inch iron rod with plastic cap stamped "LAI" set for an angle point,
5. N 64° 52' 57" E, a distance of 51.85 feet to a ½-inch iron rod with plastic cap stamped "LAI" set for an angle point,
6. N 40° 37' 49" E, a distance of 24.41 feet to a ½-inch iron rod with plastic cap stamped "LAI" set for a re-entrant corner of the tract described herein,
7. N 47° 28' 16" W, a distance of 94.79 feet to a building corner at the northern southwest corner of the tract described herein,
8. N 01° 56' 33" W, with the eastern face of the building and its northern extension, a distance of 39.87 feet to a ½-inch iron rod with plastic cap stamped "LAI" set for the northwest corner of the tract described herein, and
9. N 88° 26' 33" E, a distance of 285.21 feet to a ½-inch iron rod with plastic cap stamped "LAI" set in the curving west right-of-way line of Highland Lake Drive, as shown on Highland Lake Estates, Section Fourteen, a subdivision according to the plat of record in Book 51, Page 80, Plat Records of Travis County, Texas, same being the east line of said North Shore Parcel 2, Tract 10, for the northeast corner of the tract described herein, and for a point of curvature;

**THENCE** with the arc of a curve to the right having a radius of 489.50 feet, an arc distance of 124.35 feet, and a chord bearing S 08° 59' 48" W a distance of 123.98 feet to a ½-inch iron rod found at the northeast corner of the Resubdivision of Lot 14050, Highland Lake Estates Section Fourteen, a subdivision according to the plat of record in Plat Book 92, Page 114, Plat Records of Travis County, Texas, being the eastern southeast corner of said North Shore Parcel 2, Tract 10, for the eastern southeast corner of the tract described herein;

**THENCE** with the north and west lines of said Resubdivision of Lot 14050, Highland Lake Estates Section Fourteen, the southern and eastern lines of said North Shore Parcel 2, Tract 10, and a southern and eastern line of the tract described herein, the following two (2) courses and distance:

1. S 85° 21' 37" W, a distance of 131.93 feet to a 60d nail found for the northwest corner of said Resubdivision of Lot 14050, Highland Lake Estates Section Fourteen, same being a re-entrant corner of said North Shore Parcel 2, Tract 10 and a re-entrant corner of the tract described herein, and
2. S 24° 40' 26" W, a distance of 79.92 feet to a 1/2-inch iron rod found at the southwest corner of said Resubdivision of Lot 14050, Highland Lake Estates Section Fourteen, same being the southern southeast corner of said North Shore Parcel 2, Tract 10, and a northeast corner of said North Shore Parcel 2, Tract 1, for the southern southeast corner of the tract described herein;

**THENCE** N 79° 20' 36" W with the north line of said North Shore Parcel 2, Tract 1, same being the south line of said North Shore Parcel 2, Tract 10, and a southern line of the tract described herein, a distance of 377.14 feet to the **POINT OF BEGINNING** and containing 0.955 acres of land more or less.

**BEARING BASIS:** Texas Coordinate System, Central Zone, NAD83, Grid

LOOMIS WORD FILE: FN1074(kls)

THE STATE OF TEXAS

COUNTY OF TRAVIS

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§  
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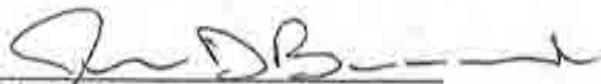
KNOW ALL MEN BY THESE PRESENTS

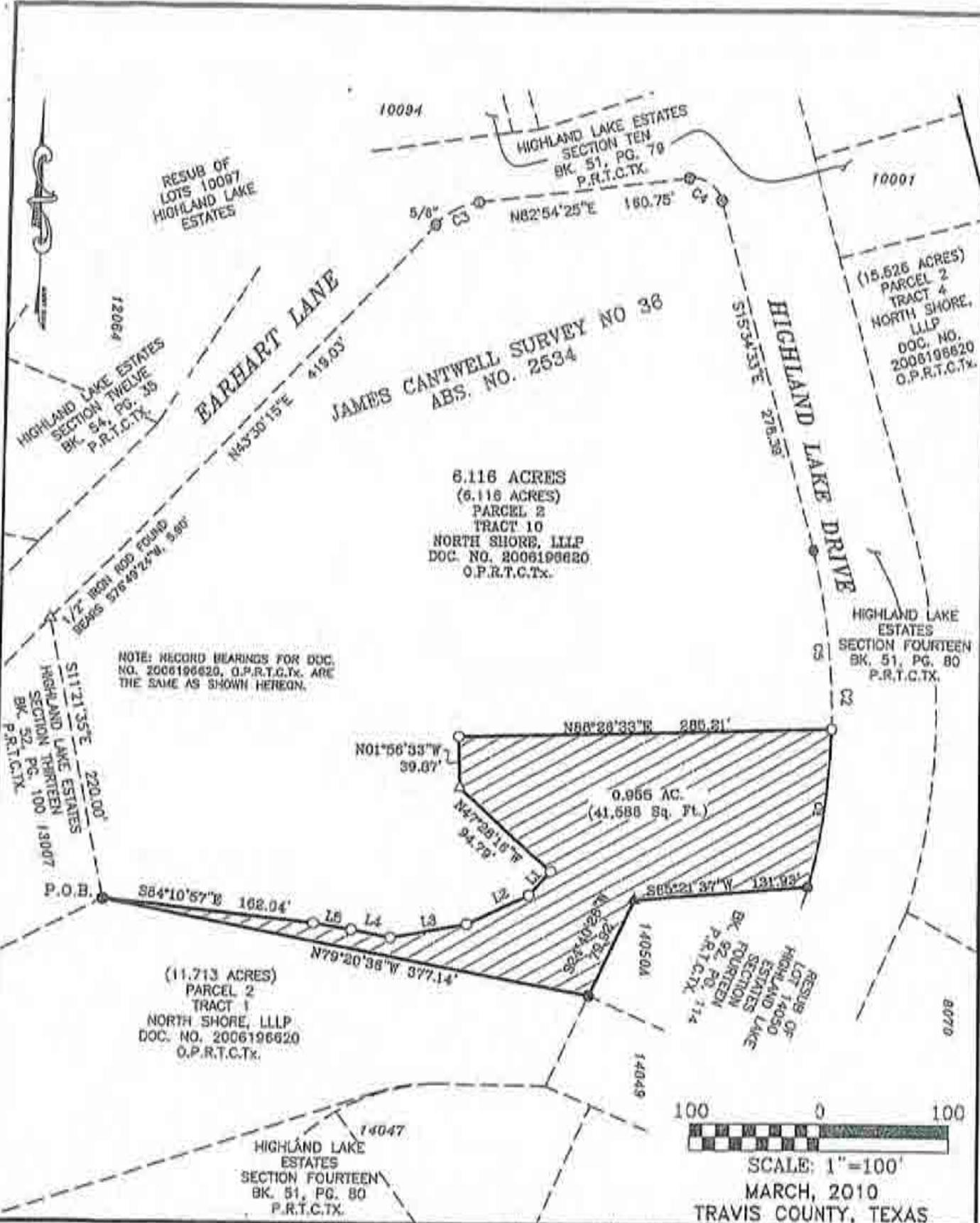
That I, John D. Barnard, a Registered Professional Land Surveyor, do hereby certify that the above description and the accompanying sketch is true and correct to the best of my knowledge and belief and that the property described herein was determined by a survey made on the ground during the month of March 2010, under my direction and supervision.

WITNESS MY HAND AND SEAL at Austin, Travis County, Texas, on this 21<sup>st</sup> of March, 2010 A.D.

Loomis Partners  
Austin, Texas 78746



  
John D. Barnard  
Registered Professional Land Surveyor  
No. 5749- State of Texas



**LOOMIS PARTNERS**

•ENGINEERING•LAND SURVEYING•ENVIRONMENTAL CONSULTING•  
 3101 Bee Cave Road, Suite 100 • Austin, Texas 78746  
 [TEL] 512.327.1180 • [FAX] 512.327.4082 • www.loomis-partners.com

SKETCH TO ACCOMPANY  
 FIELD NOTES (FN1074)

**CURVE TABLE**

CURVE	RADIUS	ARC LENGTH	CHORD BEARING	CH. DIST.
C1	469.50'	124.35'	S 08°59'48" W	123.98'
C2	469.50'	263.54'	S 00°30'12" W	260.09'
C3	55.45'	38.41'	N 62°59'26" E	37.65'
C4	23.20'	33.11'	S 56°40'25" E	30.37'
C5	469.50'	139.19'	S 07°05'02" E	138.68'

**LINE TABLE**

LINE	BEARING	DISTANCE
L1	N 40°37'49" E	24.41'
L2	N 64°52'57" E	51.85'
L3	N 79°35'38" E	59.87'
L4	S 78°55'40" E	30.24'
L5	S 80°26'10" E	28.78'

**LEGEND**

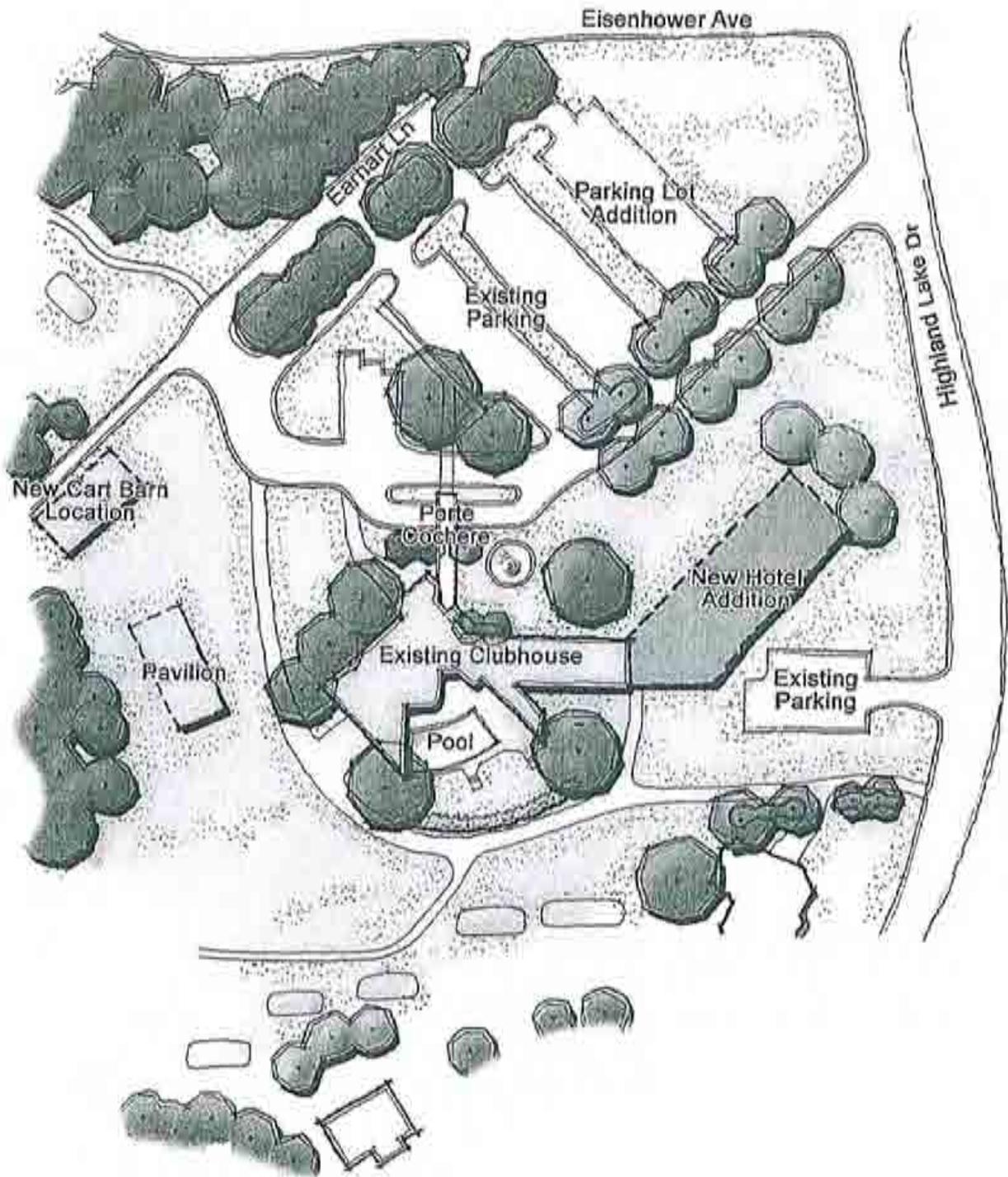
- ⊙ 1/2" IRON ROD FOUND  
(UNLESS OTHERWISE NOTED)
- ▲ NAIL FOUND
- 1/2" IRON ROD W/ PLASTIC CAP  
STAMPED "LAI" SET
- △ CALCULATED POINT
- P.O.B. POINT OF BEGINNING
- ( ) RECORD INFORMATION
- P.R.T.C.TX. PLAT RECORDS OF TRAVIS  
COUNTY, TEXAS
- O.P.R.T.C.TX. OFFICIAL PUBLIC RECORDS OF TRAVIS  
COUNTY, TEXAS

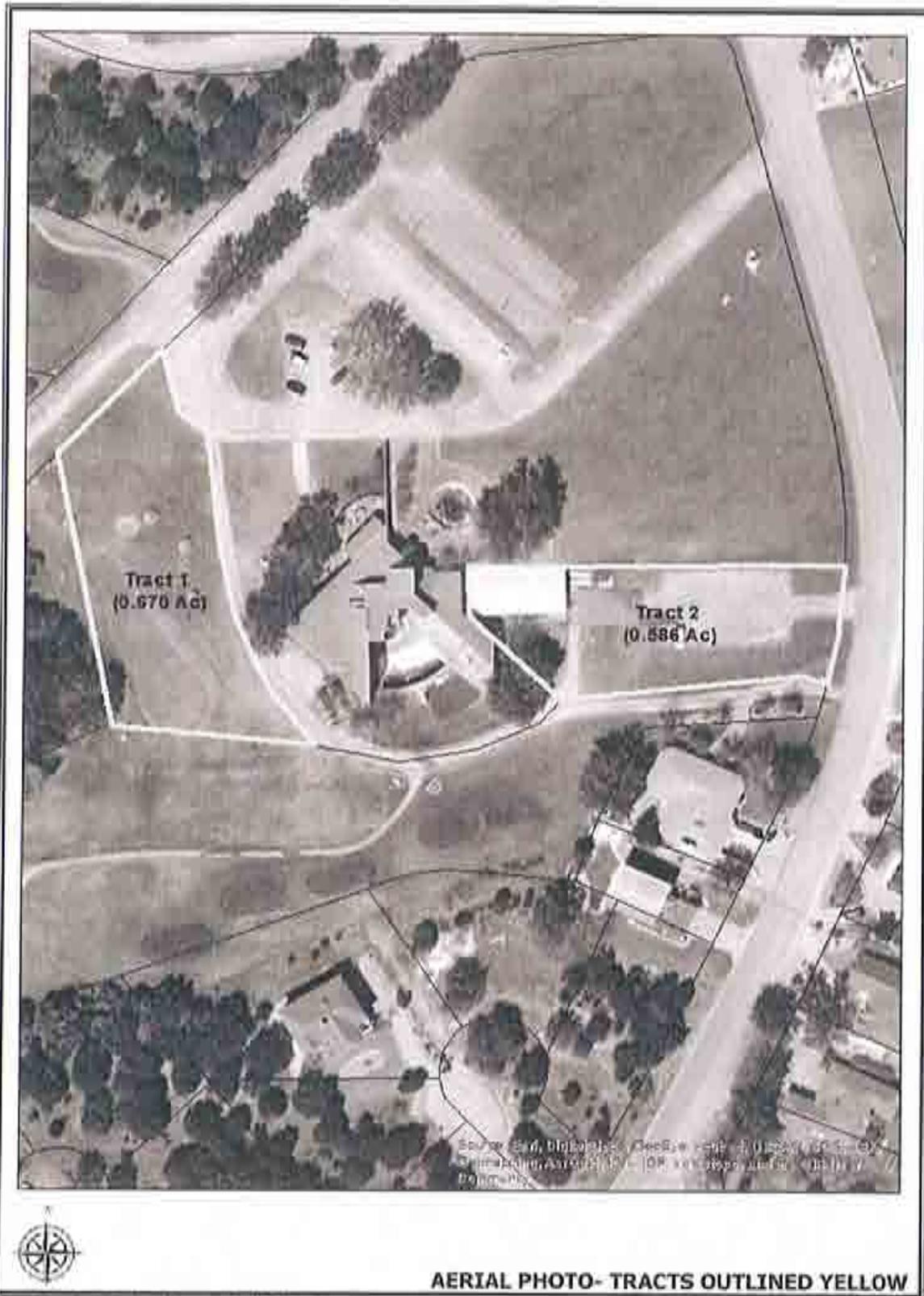
**NOTES:**

- BEARING BASIS IS TEXAS COORDINATE SYSTEM, CENTRAL ZONE, NAD83, GRID, BASED ON GLOBAL POSITIONING SYSTEM SURVEY TIES FROM LOWER COLORADO RIVER AUTHORITY (LCRA) CONTROL POINTS A701 AND E408.
- DISTANCES SHOWN HEREON ARE U.S. SURVEY FEET, BASED ON SURFACE MEASUREMENTS; TO CONVERT SURFACE DISTANCES TO GRID, MULTIPLY BY THE COMBINED SCALE FACTOR.
- THE COMBINED SCALE FACTOR FOR THIS PROJECT IS 0.999898.

	<h2>LOOMIS PARTNERS</h2> <p>ENGINEERING • LAND SURVEYING • ENVIRONMENTAL CONSULTING</p> <p>3101 Bee Cave Road, Suite 100 • Austin, Texas 78748</p> <p>(TEL) 512.327.1100 • (FAX) 512.327.4002 • www.loomis-partners.com</p>	<p>SKETCH TO ACCOMPANY FIELD NOTES (FN1074)</p>
	<p>FILE: H:\Survey\Highland Lakes Golf Course\2010\City of Logo Vista Trust\Work\Field Notes\FN1074_CDLV-Irrel.dwg DATE: Mar 28, 2010 - 10:05am</p>	

Exhibit 2





Source: Travis Central Appraisal District





# AGENDA ITEM City of Lago Vista

**TO:** Mayor & City Council **Council Meeting:** July 17, 2014

**FROM:** Melissa Byrne Vosmer, City Manager

**SUBJECT:** Installation of a Temporary Building to Serve as a Pro Shop for Highlands Lake Golf Course

<input checked="" type="checkbox"/>	<b>BUSINESS ITEM</b>	<input type="checkbox"/>	<b>BONDS</b>	<input type="checkbox"/>	<b>PUBLIC HEARING</b>	<input type="checkbox"/>	<b>ORDINANCE</b>	<input type="checkbox"/>	<b>Legal Review</b>
<input type="checkbox"/>	<b>CONSENT AGENDA</b>	<input type="checkbox"/>	<b>APPOINTMENTS</b>	<input type="checkbox"/>	<b>BID AWARD</b>	<input type="checkbox"/>	<b>RESOLUTION</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<b>WORKSHOP</b>	<input type="checkbox"/>	<b>REPORT</b>	<input type="checkbox"/>	<b>OTHER</b>	<input type="checkbox"/>	<b>CONTRACT</b>	<input type="checkbox"/>	
							<b>BONDS</b>	<input type="checkbox"/>	

**EXECUTIVE SUMMARY:** *(Attach additional pages if necessary)*

The Highland Lakes Golf Course does not have a Pro-Shop that is sufficient, meets the needs of golfers nor is it reflective of the service level the City would like to provide. Currently, this function is housed in a small metal building near the cart barn along with two port-a-potties. The location of this building has caused complaints from neighbors due to the noise and general unsightliness. To address all of these concerns, a proposal to install a modular building (24' x 44') has been discussed. This building, if approved by Council, would be located near the 10<sup>th</sup> Tee. Attached are the pictures of the existing conditions as well as how this facility would look.

For the last month, Staff has been working on getting definitive cost estimates to provide Council with accurate information to make a decision. Based on what we know, the attached is a breakdown of costs. With the exception of water and sewer connections, work will be performed by outside contractors. It should be noted that the water and sewer connections are very close to the proposed connection, just on the other side of Earhart Lane. This is a highly desirable site as the cost to develop is controlled due to the availability of water and sewer and, this would encourage the use of the closely located parking lot.

Monthly operations will be somewhat higher due to the increase in services and space available for golfers. These costs are included in the attached breakdown as well. What we don't know at this time is the actual cost to heat and cool this larger facility as well as higher water / sewer cost. The monthly lease payment for the proposed ModSpace building is partially offset by current rental costs of the metal building and port-a-potties.

**Impact if approved:** Staff will take the necessary actions to bring the facility online as quickly as possible.

**Impact if denied:** The small metal building currently used will continue to serve this purpose for the foreseeable future.

1. IS FUNDING REQUIRED?  YES  NO 2. IF YES, INDICATE IF BUDGETED  YES  NO  
 INDICATE FUNDING SOURCE: The Golf Budget is not sufficient. Funds would come from City's CIP Effluent Project.

**SUGGESTED MOTION/RECOMMENDATION/ACTION:** Direct Staff to move forward with the development of the Pro-Shop near the 10<sup>th</sup> Green through the lease of a Mod-Space Building.

**Administration:** \_\_\_\_\_ **Initials** **Submitted by:** \_\_\_\_\_

\_\_\_\_\_ **FORWARDED TO CC** \_\_\_\_\_ **Listing of Supporting Materials Attached:**

Installation of a Temporary Building to Serve as a Pro Shop for Highlands Lake Golf Course – Cont.

This facility is a temporary facility. It will stay in place until such time a decision has been made about a new pro-shop and / or operations of the golf course. In the meantime, it makes sense to maximize the quality of the experience, provide a higher level of service to golfers and make improvements to the golf course that are aesthetically more pleasing than the current facility and address neighborhood concerns.

If Council approves the installation of a temporary building to serve as a Pro-Shop for Highlands Lake Golf Course, it will take approximately 60 to 90 days to get the facility up and running.

# HIGHLAND LAKES GOLF COURSE

## INSTALLATION / OPERATIONS OF TEMPORARY PRO-SHOP

### INSTALLATION:

Site Preparation	\$ 1,000
Initial Set-Up	9,810
Modifications to Building	3,831
Water / Sewer Connection	200
Grinder Pump	5,000
FF&E	2,000*
Telephone / Cable	1,000
ADT Security Set-up	500
Facility Access	8,253**
Electric	11,000
Landscaping	700***
Total	\$ 43,294

Option: Deck w/ Roof           \$ 15,000

Total w/ Deck / Roof \$ 58,294

\*Furniture, Fixtures and Equipment may include table and chairs, desk, display cases, large screen TV etc. All of the FF&E in the existing facility will be relocated to the new space but additional items will be needed.

\*\*The improvements include a walkway for access. The natural grade of the site will be used to maximize accessibility. A bathroom building will be re-located outside along the deck if the deck is made part of the project. (See attached drawing.) They will be part of this site regardless of whether the deck is built at this time.

\*\*\*KLVB will be making a series of recommendations at the Council Meeting including landscaping the existing buildings at the golf courses. The nature of the landscaping would be such that it could be relocated at a future date.

### MONTHLY OPERATIONS COMPARISON:

	<u>Current Facility</u>	<u>Proposed Facility</u>
Monthly Lease	\$ 500	\$ 804
Security	0	130
Cable	200	200
Water / Sewer	80	104
Electric	100	400
Total	\$ 880	\$1,638

November 20, 2014

To: Mayor and Council

From: Melissa Byrne Vossmer, City Manager

Re: Overview of 10/3/14 Mtg. with Jim Otwell

November 14 Meeting with Mr. Otwell update in red.

<u>TOPIC / ITEM FOR DISCUSSION</u>	<u>COMMENTS &amp; ACTION</u>	<u>RESPONSIBILITY &amp; FOLLOW-UP</u>
Property Exchange / Purchase	The property exchange was approved by Council on 2/20/14 but not executed by Mr. Otwell and is still pending. Otwell may want to purchase outright. City will check to see if this must go through a bid process again if swap is not desired.	City
November 14 Mtg.	Informed Mr. Otwell of the City's willingness to update appraisal and set up a bidding process to purchase property outright. Mr. Otwell was very non-committal.	
Pro Shop	City & Otwell discussed the terms of moving the pro-shop into existing building. Would require modifications to existing building. No determination of who pays for modifications. Parties would execute an agreement providing separation and control of location to City so City can operate at will. Eliminate all control Otwell would have of pro shop facility i.e. walls; doors with City access only; secure power source etc. Bathrooms would be made available despite whether Highlands was open and operational. Rent could be at a much reduced rate.	City & Otwell

Overview of Nov. 3 Mtg. w/ Otwell - Hotel

	<p>Control of the cart path and putting green could be achieved with this agreement.</p> <p>City to work on lease language for guaranteeing control of pro shop facility, access to cart path &amp; putting green.</p> <p>Otwell will look at possible modifications to building, access to restrooms etc.</p> <p>He emphasized his willingness to do this but followed it quickly by stating that there must be an ironclad agreement to which I agreed. This could be in the form of an attachment to the agreement. City stated we needed an expanded space over the small area in its' current configuration and the City needed total control. He was going to talk with his folks about how this could be accomplished but had nothing further from the first meeting. City would need separate power source, phones, complete controlled access, etc. Once operational, City would remove temporary pro shop facility from course.</p> <p>Mr. Otwell stated that he has made improvements to cart path by his property. Still interested in letting City have specific control of cart path and putting green but may need to add guarantees of maintenance levels. Stated currently cart path ownership is split and needs to be addressed.</p>	
Cart Barn	<p>Not interested in building the City a new cart barn. If property exchange / sale go forward necessitating the relocation of cart barn, Otwell will not participate in costs.</p> <p>Since we didn't see any movement on the property exchange, there was really no discussion on the cart barn at this meeting. I did indicate that I was working on an appraisal of the cart barn and property.</p>	City
Non-Competition for Food & Beverage	<p>City will not sell <u>any</u> food or <u>any</u> beverage that is not provided by Highlands including bottled water. City will give up TABC license if necessary. Breakfast sandwiches, sausage wraps etc. desired by players prior to operation of Alex's</p>	City & Otwell

	<p>will be sold to City by Otwell. <u>This issue is a "must" for Otwell.</u></p> <p>Shared with Mr. Otwell the need for him to provide a letter from TABC stating that he could get the necessary license from TABC to sell beer from his building that could be taken onto the golf course. He generally understood this and believes he can get the correct license.</p>	
Hotel Occupancy Tax	<p>Draft of agreement drafted previously to be provided to Otwell by City, copy attached. Golf courses must be part of all marketing as well as Lago Vista generally. Otwell assumes responsibility for reporting to City how funds spent to meet State laws. Estimated to be \$80K+ a year. ✓</p> <p>He didn't see anything to discuss at this time. Shared I had distributed to Council. He did bring up something that I had mentioned some time ago about adding to his facility name the phrase "Conference Center". This is as much a marketing tool as anything but helps support the HOT usage since he is going to have some meeting rooms in the hotel and currently has a room in the restaurant building so he won't be dependent on the wedding industry and will work to fill hotel rooms during the week.</p> <p>He expressed some concern about the language that basically gives the City the right to approve his plan on how to spend the funds. I explained that is what we do with all of the HOT user organizations. He is concerned the City will withhold approval if we are at odds over something. I suggested he provide some language that loosens up this requirement but still provides City oversight,....possibly something along "the City will not unreasonably withhold its" approval".</p>	City & Otwell
Improvements to Earhart	<p>Will not participate in any improvements to Earhart.</p> <p>Position did not change. We discussed the requirement of a Traffic Impact Analysis he must provide as part of this development – what is area that needs to</p>	City

	<p>be included. We discussed how it should go back to include the Lohman Ford / Bogy Ford intersection since traffic will be originating at the hotel and back to Nature's Point.</p> <p>He also indicated that as part of this plan that he would like to limit the number of access points in and out of the development. We discussed access to the pro shop, golf course parking, where carts would be stacked.....he didn't say but I believe he wants to create a nice entrance monument like you typically see at conference centers. Nothing specific.</p>	
Required Water / Wastewater	<p>Wants the City to provide improvements. Valued at approximately \$30K. Inquired about a grinder pump which I will follow-up with Dave. He also expressed concern about or ability to provide the needed water pressure at the hotel given the type and time of usage. This is a PW question. I indicated that since the sewer improvements will serve more than this development that I would recommend the City pick up tab.</p>	City
Membership Agreement	<p>Wants to put a value on the 60 memberships he purchased from previous owner. Possible value discussed is each membership equals 50 tee times / rounds. Will use to market hotel facility and packages for guests. Only available for Highlands Golf Course.</p> <p>Otwell provided draft agreement (copy attached).</p> <p>I informed him that the Council had received his recommended language. And generally speaking, Council did not have any real concerns about attaching this value to the memberships he own. I am having Barbara take a look at it.</p>	City & Otwell
Effluent / Irrigation	<p>Did not discuss. City's position is that it will be used on the golf course. Can offer to make available to Otwell PDD development as well.</p> <p>City offered to make effluent available for irrigation of his development and we would meter like potable water. He wasn't interested at this time even though it</p>	City

	would probably be a cheaper means to water his landscaping.	
PDD	<p>Did not really discuss. He must follow all requirements of the PDD / City ordinances for the actual development. This will address landscaping, screening, parking, traffic management, signage, height restrictions etc.</p> <p>I re-emphasized that everything that had been included as part of the PDD approval must be done and was not subject to negotiation. Mr. Otwell didn't seem to have a problem with this.</p>	Otwell
Purchase of the Golf Course	Did not discuss.	

Other items added to discussion:

1. Fire loop requirement / issue: Suggested he get with his site development engineer and we could discuss. Certain psi will be required but without understanding the needs of the facility and the loop, it was hard to address. I did add that if water pressure is an issue, we will add it to our list of discussion items.
2. Irrigation Sprinkler Antenna: City needs to move from Orwells' property for future control.



**AGENDA ITEM**

# City of Lago Vista

**To:**  **Council Meeting:**

**From:**

**Subject:**

**Request:**  **Legal Document:**  **Legal Review:**

**EXECUTIVE SUMMARY:**

**On September 15, 2015, Council at that time in consultation with Staff went through a process to formalize and change procedures on filling appointed board vacancies. The staff report from this meeting has been attached to this packet. Before this date an informal process consisting of only Council liaison input for appointments was in place. There was no formal process in place for designating responsibility for monitoring appointed board vacancies or steps to follow when a vacancy is known, advertised, and recommending applicants to Council. It should be noted the attached staff report doesn't include temporary committees such as the Veteran Memorial Advisory Committee, Comprehensive Plan Advisory Committee, or any newly created Airport Plan Advisory Committee since these committees have a finite life.**

**With the November elections and new Council Members, staff believes this is a time to revisit this item to seek input and any potential changes to this process. Issues that should be addressed include but not limited to the following:**

- 1) How long should applications be kept on file?**
- 2) When applications are received does Council wish to get a copy regardless of whether there is a vacancy?**
- 3) Does Council want recommendation from the appointed board?**
- 4) What is the role of the Council liaison?**



# Development Services Department

## STAFF REPORT

### DEVELOPMENT REVIEW DEPARTMENT COMMENTS

There are vacancies on several appointed boards and no formal process adopted to address this issue. Staff would suggest the following formalized process:

1. Department Head makes listing of vacancies on the applicable appointed boards or committees
  2. Write up a list of vacancies to advertise on web, Facebook, Twitter, North Shore Beacon, send to Development Services via Chris.
  3. Advertise giving 21-30 calendar days for potential candidates to file applications.
  4. Gather all applications to present to the Council.
  5. Staff provides potential recommendations to Council.
  6. Council makes their choice.
- In instances where no one files an application for a vacancy, wait 21-30 days and start process over again until applications arrive.

Department heads will be in charge of monitoring their individual members to let them know of an upcoming expiration of term and will notify. Also, they will be in charge of filling vacancies. They will work and keep the City Manager informed on the process.

Name of Appointed Board	Responsibility
Planning & Zoning Commission (Impact Fee Advisory Committee)	Development Services
Board of Adjustment	Development Services
Building Committee	Development Services
Airport Advisory Board	Development Services
Keep Lago Vista Beautiful	Public Works
Parks and Recreation Advisory Board	Public Works
Library Advisory Board	Library
Golf Course Advisory Committee	Golf

**MEETING DATE:** February 18, 2016

**AGENDA ITEM:** Discussion regarding 18001 Marshall's Point.

**Comments:**

**Motion by:** \_\_\_\_\_

**Seconded by:** \_\_\_\_\_

**Content of Motion:** \_\_\_\_\_

\_\_\_\_\_

**Vote:** Raley \_\_\_\_\_; Shoumaker \_\_\_\_\_, Tidwell \_\_\_\_\_; R. Smith \_\_\_\_\_;

Mitchell \_\_\_\_\_; S. Smith \_\_\_\_\_; Cox \_\_\_\_\_

**Motion Carried:** Yes \_\_\_\_\_; No \_\_\_\_\_

**MEETING DATE: February 18, 2016**

**AGENDA ITEM: WORK SESSION** (no action may be taken on the following agenda items):

**Comments:**

Departmental Reports

- A. Airport Report
- B. Development Services
- C. Financial Report
- D. Golf Course Report
- E. Library
- F. Municipal Court
- G. Police Department
- H. Public Works Reports
  - a. Street Department
  - b. Utility Department (Water/Wastewater Services)
  - c. Water Loss Report
  - d. Water/Wastewater Treatment

**Motion by:** \_\_\_\_\_

**Seconded by:** \_\_\_\_\_

**Content of Motion:** \_\_\_\_\_

**Vote: Raley** \_\_\_\_\_ ; **Shoumaker** \_\_\_\_\_ ; **Tidwell** \_\_\_\_\_ ; **R. Smith** \_\_\_\_\_ ;

**Mitchell** \_\_\_\_\_ ; **S. Smith** \_\_\_\_\_ ; **Cox** \_\_\_\_\_

**Motion Carried: Yes** \_\_\_\_\_ ; **No** \_\_\_\_\_

P. 1 of 2

The Airport Report  
To: The City Manager  
of Lago Vista, Texas.  
Melissa Byrne Vosemer

P. 2 of 2

## The Airport Report

The south-west taxiway will be repaired. The windsock tower will be relocated. The marker sign is removed from the corner of the east taxiway. The west taxiway is repaired at 308 F.L.R.

The R/W lights and P.A.P.T lights are good. The A.W.D.S. is reporting normal.

The R/W runup areas are clean.

The Anderson Annex R/W's are clean.

We have a lot of construction.

New balls were installed on the high line wires.

Have a good day  
Grace Miller  
Airport Manager



## Permits By Type

### Lago Vista

From: 01/01/2016

To: 01/31/2016

Description	Permit Number	Contractor	Address	Type	Issued Date	Square Footage	Construction Cost
Residential Permits	2365	TodCo LLC	4104 Crockett Avenue	Residential Single Family	1/6/2016	2278	\$105000.00
	2320	Dream Finders Homes	3937 Outpost Trace	Residential Single Family	1/5/2016	2474	\$165000.00
	2373	MHI LLC	7430 Pace Ravine Drive	Residential Single Family	1/29/2016	3792	\$230394.00
	2387	Travista Homes LLC	20603 Ridgeview Road	Residential Single Family	1/7/2016	3363	\$380000.00
	2392	Homeowner	20007 Columbus Lane	Residential Single Family	1/12/2016	4138	\$425000.00
							<b>16045</b>

Homes Permitted in Tessera



## Permits By Type

### Lago Vista

From: 01/01/2016

To: 01/31/2016

Description	Permit Number	Contractor	Address	Type	Issued Date	Construction Cost
Miscellaneous Permits	2423	Homeowner	20600 Oak Ridge	Deck	1/28/2016	\$1500.00
	2390	ECO Irrigation	7423 Spanish Oak	Sprinkler System	1/6/2016	\$1900.00
	2391	Glass Well Service	21011 Buena Vista	Water Well-Irrigation	1/6/2016	\$19151.88
	2393	Homeowner	3405 Parliment Cove	Deck	1/5/2016	\$1400.00
	2394	Cody Pools	4200 Vista Corta	Pool Permit	1/12/2016	\$50000.00
	2395	Lago Vista Fence	20704 Ridgeview Road	Fence	1/7/2016	\$4200.00
	2400	Best of Texas Landscapes	7324 Pace Ravine Drive	Sprinkler System	1/14/2016	\$2800.00
	2401	Elgin Sprinkler	7607 Pace Ravine Drive	Sprinkler System	1/13/2016	\$2800.00
	2403	Elgin Sprinkler	22201 Cross Timbers Bend	Sprinkler System	1/15/2016	\$2800.00
						<b>\$85051.88</b>
Sign Permits	2414	Lago Vista Academy - Vicki	6307 Lohman Ford Road	Temporary Banner	1/20/2016	\$0.00
						<b>\$0.00</b>



## Permits By Type

### Lago Vista

From: 01/01/2016

To: 01/31/2016

Description	Permit	Contractor	Address	Type	Issued Date
Electrical Trade Permits	2236	Powerhouse Electric	7901 Arbor Knoll Court	Residential Electrical	1/28/2016
	2392	Powerhouse Electric	20007 Columbus Lane	Residential Electrical	1/26/2016
	2399	Powers Electric	21563 Lakefront Drive	Minor Electrical Repairs	1/11/2016
	2317	Powerhouse Electric	8013 Arbor Knoll Court	Residential Electrical	1/12/2016
	2352	Terry Maxwell Electric	8724 Bluff Ridge Trail	Residential Electrical	1/13/2016
	2365	ITNJ Electric	4104 Crockett Avenue	Residential Electrical	1/13/2016
	2402	Harvey Electric	20552 Highland Lakes	Minor Electrical Repairs	1/12/2016
	2405	Powers Electric	7401 A Lohman Ford Road	Minor Electrical Repairs	1/14/2016
	2406	Powers Electric	7401 Lohman Ford Road	Minor Electrical Repairs	1/14/2016
Mechanical Trade Permits	2317	Big Tex A/C	8013 Arbor Knoll Court	Residential Mechanical	1/28/2016
	2433	E & J Comfort Air, Inc.	20573 Highland Lakes	Minor Mechancial Repairs	2/1/2016
	2307	Casa Mechanical	7318 Pace Ravine Drive	Residential Mechanical	1/4/2016
	2370	Epic Mechanical	20901 Oak Ridge	Residential Mechanical	1/5/2016
	2299	Casa Mechanical	7921 Turnback Ledge Trail	Residential Mechanical	1/13/2016
	2413	ARS Rescue Rooter	20653 Highland Lake Loop	Minor Mechancial Repairs	1/20/2016
Plumbing Trade Permits	2399	Lantz Lakeside Plumbing	21563 Lakefront Drive	Minor Plumbing Repairs	1/20/2016
	2356	ARS Rescue Rooter	6108 Pokalong Path	Minor Plumbing Repairs	1/21/2016
	2424	Walters Plumbing	20 Oaks Place	Minor Plumbing Repairs	1/25/2016
	2134	Plumbing	21116 Bison Trail	Residential Plumbing	1/28/2016
	2352	Casa Mechanical (Plumber)	8724 Bluff Ridge Trail	Residential Plumbing	1/7/2016
	2252	A,K & J Plumbing	8910 Bar K Ranch Road	Residential Plumbing	1/11/2016
	2365	Central Texas Plumbing	4104 Crockett Avenue	Residential Plumbing	1/11/2016
	2370	South Star plumbing	20901 Oak Ridge	Residential Plumbing	1/11/2016
	2320	Christianson Plumbing	3937 Outpost Trace	Residential Plumbing	1/14/2016
	2392	Casa Mechanical (Plumber)	20007 Columbus Lane	Residential Plumbing	1/14/2016



Certificate of Occupancy Report January 2016

Permit Number	Cert. Of Occupancy	Owner Name	Location	Permit Type	Contract Value
2170	01/28/2016	MHI - MHI LLC	22001 Cross Timbers Bend Lago Vista TX 78645	Residential Single Family	\$249,594.00
2232	01/26/2016	Highland Homes, Ltd	7324 Pace Ravine Dr Lago Vista TX 78645	Residential Single Family	\$471,490.00
1989	1/13/2016	Taha Custom Homes	3701 Bunyan Circle Lago Vista TX 78645	Residential Single Family	\$180,000.00
2166	1/7/2016	MHI - MHI LLC	7618 Turnback Ledge Lago Vista TX 78645	Residential Single Family	\$249,594.00
2196	1/7/2016	Highland Homes, Ltd	7813 Turnback Ledge Lago Vista TX 78645	Residential Single Family	\$358,540.00
2193	1/25/2016	MHI - MHI LLC	7420 Turnback Ledge Lago Vista TX 78645	Residential Single Family	\$245,394.00

Homes in Tessera



# Zoning and Subdivision Report

## Lago Vista

From: 01/01/2016

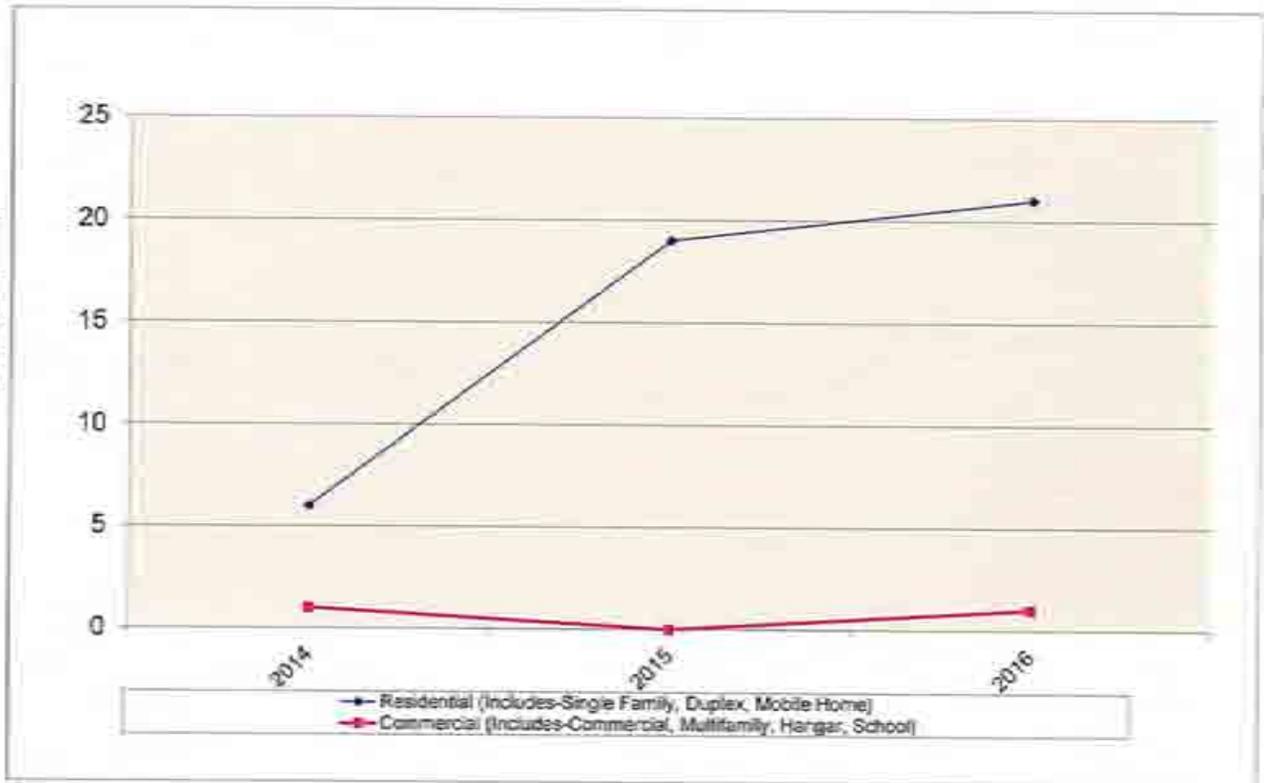
To: 01/31/2016

Description	Permit Number	Address	Type	Creation Date
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There were no Zoning or Subdivision Submittals for January 2016

**Development Services**  
**Fiscal Year to Date Three Year Comparison**  
**New Residential and Commercial Building Permits**  
**October-January**

Fiscal Year to Date Three Year Comparison October-December			
Permit Type	2014	2015	2016
Residential	6	19	21
Commercial	1	0	1
<b>Totals</b>	<b>7</b>	<b>19</b>	<b>22</b>



# Code Enforcement Cases by Date

1/1/2016 to 1/31/2016

Generated 2/3/2016

Type	Case Number	Address	Description	Issued Date	Expiration Date
Accessory use violation	CE-3882	20402 Continental Dr.	Zoning	1/28/2016	2/19/2016
	1				
Banner Violation	CE-3875	8017 Bronco Lane	Sign	1/27/2016	2/1/2016
	1				
Construction w/o permit	CE-3750	2502 Newton Ave.	Building	1/7/2016	1/29/2016
	1				
Disconnected water service	CE-3860	21109 Twisting Trail	Other Ordinance Violations	1/26/2016	2/2/2016
	CE-3861	3924 Outpost Trace	Other Ordinance Violations	1/26/2016	2/2/2016
	CE-3862	21100 Santa Ana Cove #A	Other Ordinance Violations	1/26/2016	2/2/2016
	CE-3863	21013 Highland Lake Dr. #52	Other Ordinance Violations	1/26/2016	2/2/2016
	4				
Garage/Estate Sale sign violation	CE-3764	20601 FM 1431	Sign	1/8/2016	1/8/2016
	CE-3765	Bowden Point	Sign	1/8/2016	1/8/2016
	CE-3836	20601 FM 1431	Sign	1/22/2016	1/22/2016
	CE-3838	4701 Navajo Cove	Sign	1/22/2016	1/23/2016
	4				
High grass/weeds on lot	CE-3728	21631 Boggy Ford Rd #B	Zoning	1/5/2016	1/11/2016
	CE-3752	6620 Panorama Ridge	Zoning	1/8/2016	1/18/2016
	CE-3774	4104 Glendale Lane	Zoning	1/12/2016	1/17/2016
	CE-3797	21405 Choctaw Cove	Zoning	1/14/2016	1/19/2016
	CE-3818	7902 Bar K Ranch Rd.	Zoning	1/15/2016	1/22/2016
	CE-3858	4070 Outpost Trace	Zoning	1/26/2016	1/31/2016
	6				
Home Occupation violation	CE-3748	5402 Arrowhead Dr.	Zoning	1/6/2016	1/15/2016
	CE-3775	21604 Lakefront Cove	Zoning	1/12/2016	1/22/2016
	CE-3878	7704 Plateau Cove	Zoning	1/27/2016	2/5/2016
	3				
Illegal Dumping violation	CE-3730	6502 Deer Run	Other Ordinance Violations	1/6/2016	1/15/2016
	CE-3781	21637 Boggy Ford Rd. #A	Other Ordinance Violations	1/13/2016	1/18/2016
	CE-3811	21473 Coyote Trail	Other Ordinance Violations	1/15/2016	1/19/2016
	CE-3822	5900 Lago Vista Way	Other Ordinance Violations	1/19/2016	1/22/2016
	CE-3885	20700 Bonanza St.	Other Ordinance Violations	1/29/2016	2/1/2016
	5				

# Code Enforcement Cases by Date

1/1/2016 to 1/31/2016

Generated 2/3/2016

Illegal sign violation	CE-3856	20525 FM 1431	Sign	1/25/2016	1/25/2016
	CE-3877	20700 Dodge Trail	Sign	1/27/2016	1/27/2016
	2				
Junk/abandoned vehicle	CE-3721	20110 Lincoln Cove	Other Ordinance Violations	1/5/2016	1/22/2016
	CE-3753	4101 Cooper Lane #A	Other Ordinance Violations	1/8/2016	1/29/2016
	CE-3771	21611 Coyote Trail	Other Ordinance Violations	1/11/2016	1/14/2016
	CE-3778	20010 Lee Lane	Other Ordinance Violations	1/13/2016	1/18/2016
	CE-3816	20805 Oak Hill Lane	Other Ordinance Violations	1/15/2016	1/19/2016
	CE-3825	7201 Comstock Cove	Other Ordinance Violations	1/19/2016	1/25/2016
	CE-3832	3405 Mac Arthur Ave #B	Other Ordinance Violations	1/20/2016	1/23/2016
	CE-3833	3802 Capitol Ave.	Other Ordinance Violations	1/20/2016	2/14/2016
	CE-3848	7107 Chippewa Cove	Other Ordinance Violations	1/22/2016	2/10/2016
	CE-3854	3405 Mac Arthur Ave #A	Other Ordinance Violations	1/25/2016	1/29/2016
	CE-3868	21013 Highland Lake Dr. #84	Other Ordinance Violations	1/27/2016	2/15/2016
11					
Mandatory Water Rationing violation	CE-3850	8109 Cannon Ct.	Other Ordinance Violations	1/25/2016	1/25/2016
	CE-3851	4720 Turnback Ledge	Other Ordinance Violations	1/25/2016	1/25/2016
	2				
Other Building Violations	CE-3827	8200 Bar K Ranch Rd.	Building	1/19/2016	1/20/2016
	1				
Other Sign violations	CE-3780	3221 Eisenhower Ave	Sign	1/13/2016	1/14/2016
	CE-3846	3221 Eisenhower Ave	Sign	1/22/2016	1/23/2016
	2				
Other Zoning violations	CE-3755	21319 Choctaw Cove	Zoning	1/8/2016	1/10/2016
	CE-3849	7105 Chippewa Cove	Zoning	1/22/2016	1/27/2016
	2				
Political sign violation	CE-3783	3108 American Dr.	Sign	1/13/2016	1/14/2016
	CE-3784	4111 Rockwood Dr.	Sign	1/13/2016	1/14/2016
	CE-3792	7601 Stage Coach Lane	Sign	1/14/2016	1/15/2016
	CE-3800	20908 National Dr.	Sign	1/14/2016	1/15/2016
	CE-3855	20807 Boggy Ford Rd.	Sign	1/25/2016	1/26/2016
	CE-3892	3207 Mac Arthur Ave #A	Sign	1/29/2016	1/30/2016
	6				
Property Maintenance violation	CE-3722	3704 Austin Cove	Zoning	1/5/2016	2/1/2016
	CE-3729	21634 Boggy Ford Rd.	Zoning	1/5/2016	1/8/2016

# Code Enforcement Cases by Date

1/1/2016 to 1/31/2016

Generated 2/3/2016

	CE-3749	3824 Capitol Ave	Zoning	1/7/2016	2/1/2016
	CE-3782	21634 Boggy Ford Rd.	Zoning	1/13/2016	1/20/2016
	CE-3803	20806 Twisting Trail	Zoning	1/15/2016	2/6/2016
	CE-3814	21410 Coyote Trail	Zoning	1/15/2016	1/19/2016
	CE-3817	6802 Pinto Cove	Zoning	1/15/2016	2/1/2016
	CE-3819	7902 Bar K Ranch Rd.	Zoning	1/15/2016	1/22/2016
	CE-3834	20712 Hayes Cove	Zoning	1/20/2016	1/29/2016
	CE-3844	21101 Pawnee Trail	Zoning	1/22/2016	1/25/2016
	CE-3859	4070 Outpost Trace	Zoning	1/26/2016	2/12/2016
	CE-3881	4011 Constitution Dr.	Zoning	1/28/2016	2/7/2016
	<b>12</b>				
<b>Real Estate Sign violation</b>	CE-3769	5901 Lakeshore Dr.	Sign	1/11/2016	1/15/2016
	<b>1</b>				
<b>Solid Waste Container Violation</b>	CE-3723	5603 Thunderbird St. #A	Other Ordinance Violations	1/5/2016	1/6/2016
	CE-3724	5800 Thunderbird St. #A	Other Ordinance Violations	1/5/2016	1/6/2016
	CE-3725	21461 Coyote Trail	Other Ordinance Violations	1/5/2016	1/6/2016
	CE-3726	21461 Coyote Trail #5	Other Ordinance Violations	1/5/2016	1/6/2016
	CE-3727	21461 Coyote Trail	Other Ordinance Violations	1/5/2016	1/6/2016
	CE-3731	3817 Capitol Ave	Other Ordinance Violations	1/6/2016	1/7/2016
	CE-3732	20773 Henry Ave	Other Ordinance Violations	1/6/2016	1/7/2016
	CE-3733	20805 Madison Cove	Other Ordinance Violations	1/6/2016	1/7/2016
	CE-3734	20806 Madison Cove	Other Ordinance Violations	1/6/2016	1/7/2016
	CE-3735	2705 Mac Arthur Ave	Other Ordinance Violations	1/6/2016	1/7/2016
	CE-3736	2705 Mac Arthur Ave	Other Ordinance Violations	1/6/2016	1/7/2016
	CE-3737	21620 Boggy Ford Rd.	Other Ordinance Violations	1/6/2016	1/7/2016
	CE-3738	3112 Norton Ave	Other Ordinance Violations	1/6/2016	1/7/2016
	CE-3739	2807 Norton Ave	Other Ordinance Violations	1/6/2016	1/7/2016
	CE-3740	20700 Bonanza St.	Other Ordinance Violations	1/6/2016	1/7/2016
	CE-3741	5605 Thunderbird St. #B	Other Ordinance Violations	1/6/2016	1/7/2016
	CE-3742	5603 Thunderbird St. #A	Other Ordinance Violations	1/6/2016	1/7/2016
	CE-3743	5603 Thunderbird St. #B	Other Ordinance Violations	1/6/2016	1/7/2016
	CE-3744	5507 Thunderbird St. #B	Other Ordinance Violations	1/6/2016	1/7/2016
	CE-3747	4710 Country Club Dr.	Other Ordinance Violations	1/6/2016	1/7/2016
	CE-3754	20704 Bonanza St. #B	Other Ordinance Violations	1/8/2016	1/9/2016
	CE-3756	7301 Crossbow Trail	Other Ordinance Violations	1/8/2016	1/9/2016

## Code Enforcement Cases by Date

1/1/2016 to 1/31/2016

Generated 2/3/2016

CE-3757	21405 Choctaw Cove	Other Ordinance Violations	1/8/2016	1/9/2016
CE-3758	21473 Coyote Trail #6	Other Ordinance Violations	1/8/2016	1/9/2016
CE-3759	21465 Coyote Trail	Other Ordinance Violations	1/8/2016	1/9/2016
CE-3760	21465 Coyote Trail	Other Ordinance Violations	1/8/2016	1/9/2016
CE-3761	21411 Coyote Trail	Other Ordinance Violations	1/8/2016	1/9/2016
CE-3762	21403 Surrey Lane	Other Ordinance Violations	1/8/2016	1/9/2016
CE-3763	21008 Panhandle Cove	Other Ordinance Violations	1/8/2016	1/9/2016
CE-3766	20711 Camel Back St.	Other Ordinance Violations	1/8/2016	1/9/2016
CE-3779	20032 Continental Dr.	Other Ordinance Violations	1/13/2016	1/14/2016
CE-3786	7907 Bar K Ranch Rd.	Other Ordinance Violations	1/13/2016	1/14/2016
CE-3787	7909 Diamond Trail	Other Ordinance Violations	1/13/2016	1/14/2016
CE-3788	21496 Coyote Trail	Other Ordinance Violations	1/13/2016	1/14/2016
CE-3790	21490 Coyote Trail	Other Ordinance Violations	1/13/2016	1/14/2016
CE-3791	21459 Coyote Trail #B1	Other Ordinance Violations	1/13/2016	1/14/2016
CE-3794	21465 Coyote Trail	Other Ordinance Violations	1/14/2016	1/15/2016
CE-3795	7201 Comstock Cove	Other Ordinance Violations	1/14/2016	1/15/2016
CE-3796	21405 Choctaw Cove	Other Ordinance Violations	1/14/2016	1/15/2016
CE-3798	7304 Bar-K Ranch Rd. #B	Other Ordinance Violations	1/14/2016	1/15/2016
CE-3799	21622 Boggy Ford Rd.	Other Ordinance Violations	1/14/2016	1/15/2016
CE-3802	20700 Bonanza St. #A	Other Ordinance Violations	1/15/2016	1/16/2016
CE-3804	5800 thunderbird St.	Other Ordinance Violations	1/15/2016	1/16/2016
CE-3805	5304 Country Club Dr.	Other Ordinance Violations	1/15/2016	1/16/2016
CE-3806	5403 Hitching Post	Other Ordinance Violations	1/15/2016	1/16/2016
CE-3812	21471 Coyote Trail	Other Ordinance Violations	1/15/2016	1/16/2016
CE-3813	21415 Coyote Trail	Other Ordinance Violations	1/15/2016	1/19/2016
CE-3815	21301 Ridgeview Rd.	Other Ordinance Violations	1/15/2016	1/16/2016
CE-3823	6300 Lakeshore Dr.	Other Ordinance Violations	1/19/2016	1/20/2016
CE-3824	6404 Lakeshore Dr.	Other Ordinance Violations	1/19/2016	1/20/2016
CE-3826	21637 Boggy Ford Rd. #A	Other Ordinance Violations	1/19/2016	1/20/2016
CE-3828	5305 Thunderbird St. #B	Other Ordinance Violations	1/20/2016	1/21/2016
CE-3829	5303 Thunderbird St. #B	Other Ordinance Violations	1/20/2016	1/21/2016
CE-3830	3803 Annapolis Cove	Other Ordinance Violations	1/20/2016	1/21/2016
CE-3831	3704 Austin Cove	Other Ordinance Violations	1/20/2016	1/21/2016
CE-3837	20202 Travis Dr. #A	Other Ordinance Violations	1/22/2016	1/23/2016
CE-3839	21459 Coyote Trail	Other Ordinance Violations	1/22/2016	1/23/2016

## Code Enforcement Cases by Date

1/1/2016 to 1/31/2016

Generated 2/3/2016

	CE-3840	21459 Coyote Trail #A4	Other Ordinance Violations	1/22/2016	1/23/2016
	CE-3842	21202 Diamond Cove	Other Ordinance Violations	1/22/2016	1/23/2016
	CE-3843	21006 Pawnee Trail	Other Ordinance Violations	1/22/2016	1/23/2016
	CE-3845	21109 Pawnee Trail	Other Ordinance Violations	1/22/2016	1/23/2016
	CE-3852	22313 Cape Travis Bend	Other Ordinance Violations	1/25/2016	1/26/2016
	CE-3853	6709 Bark K Ranch Rd.	Other Ordinance Violations	1/25/2016	1/26/2016
	CE-3857	4070 Outpost Trace	Other Ordinance Violations	1/26/2016	1/27/2016
	CE-3864	21540 Paine Ave	Other Ordinance Violations	1/26/2016	1/27/2016
	CE-3866	21628 High Dr.	Other Ordinance Violations	1/26/2016	1/27/2016
	CE-3872	20036 Continental Ave	Other Ordinance Violations	1/27/2016	1/28/2016
	CE-3873	2502 American Dr. #A	Other Ordinance Violations	1/27/2016	1/28/2016
	CE-3883	2502 American Dr. #A	Other Ordinance Violations	1/28/2016	2/1/2016
	CE-3886	20202 Travis Dr. #A	Other Ordinance Violations	1/29/2016	1/30/2016
	CE-3887	7900 Bar K Ranch Rd.	Other Ordinance Violations	1/29/2016	1/30/2016
	CE-3888	21459 Coyote Trail #B3	Other Ordinance Violations	1/29/2016	1/30/2016
	CE-3889	21455 Coyote Trail	Other Ordinance Violations	1/29/2016	1/30/2016
	CE-3893	21203 Little Loop	Other Ordinance Violations	1/29/2016	1/30/2016
	CE-3894	7701 Dakota Cir.	Other Ordinance Violations	1/29/2016	2/2/2016
	<b>75</b>				
<b>Vehicle repair in residential zone violation</b>	CE-3869	21603 Coyote Trail	Zoning	1/27/2016	1/30/2016
	CE-3870	21608 coyote Trail	Zoning	1/27/2016	1/30/2016
	CE-3884	4800 Turnback St.	Zoning	1/28/2016	2/1/2016
	<b>3</b>				
<b>Vehicle/trailer/boat parked on lot</b>	CE-3745	5402 Arrowhead Dr.	Zoning	1/6/2016	1/7/2016
	CE-3746	20704 Falcon	Zoning	1/6/2016	1/7/2016
	CE-3751	7208 Crossbow Trail	Zoning	1/7/2016	1/22/2016
	CE-3767	5505 Thunderbird St. #A	Zoning	1/8/2016	1/15/2016
	CE-3768	7309 Cowboy cove	Zoning	1/8/2016	1/15/2016
	CE-3770	21471 Coyote Trail #9A	Zoning	1/11/2016	1/12/2016
	CE-3772	21483 Coyote Trail	Zoning	1/11/2016	1/12/2016
	CE-3773	21514 Coyote Trail	Zoning	1/11/2016	1/12/2016
	CE-3776	20406 National Dr.	Zoning	1/12/2016	1/15/2016
	CE-3777	20406 National Dr.	Zoning	1/12/2016	1/15/2016
	CE-3785	5505 Thunderbird St. #A	Zoning	1/13/2016	1/18/2016
	CE-3789	21496 Coyote Trail	Zoning	1/13/2016	1/14/2016

## Code Enforcement Cases by Date

1/1/2016 to 1/31/2016

Generated 2/3/2016

CE-3793	21485 Coyote Trail	Zoning	1/14/2016	1/15/2016
CE-3801	5505 Thunderbird St. #A	Zoning	1/14/2016	1/18/2016
CE-3807	6006 Cimmaron Trail	Zoning	1/15/2016	1/19/2016
CE-3808	6303 La Mesa St.	Zoning	1/15/2016	1/19/2016
CE-3809	21300 Palomino Cove	Zoning	1/15/2016	1/19/2016
CE-3810	7309 Crossbow Trail	Zoning	1/15/2016	1/19/2016
CE-3820	7902 Bar K Ranch Rd.	Zoning	1/15/2016	1/22/2016
CE-3821	20809 Adobe Trail	Zoning	1/15/2016	1/19/2016
CE-3835	7606 Bar K Ranch Rd.	Zoning	1/21/2016	1/25/2016
CE-3841	7203 Crossbow Trail	Zoning	1/22/2016	1/23/2016
CE-3847	21434 Coyote Trail	Zoning	1/22/2016	1/27/2016
CE-3865	21513 Pershing Ave #B	Zoning	1/26/2016	1/27/2016
CE-3867	3506 Hamilton Ave	Zoning	1/26/2016	1/29/2016
CE-3871	5505 Thunderbird St. #A	Zoning	1/27/2016	1/28/2016
CE-3874	20500 Highland Lake Dr.	Zoning	1/27/2016	2/1/2016
CE-3876	7606 Bar-K Ranch Rd.	Zoning	1/27/2016	2/5/2016
CE-3879	7704 Plateau Cove	Zoning	1/27/2016	2/5/2016
CE-3880	4102 Constitution Dr.	Zoning	1/28/2016	1/29/2016
CE-3890	21457 Coyote Trail	Zoning	1/29/2016	1/30/2016
CE-3891	7316 Crossbow Trail	Zoning	1/29/2016	2/1/2016
	<b>32</b>			
<b>Total</b>	<b>174</b>			

CITY OF LAGO VISTA MONTHLY FINANCIAL REPORT - JANUARY 2016

Security Bank:

General Account	\$ 1,659,708.53
Utility Account	\$ 394,691.33
Accounts Payable Account	\$ 4,900.35
Payroll Account	\$ -
F-4 Project	\$ 1,191.29

Logic Investments:

Operating Reserves	\$ 1,343,965.88
Interest	\$ 5,870.61
Impact Fees	\$ 765,366.67
Interest	\$ 76,507.52
Debt Service	\$ 979,256.37
Interest	\$ 1,668.96
Retainage	\$ 297,449.41
Interest	\$ 861.15
Bed Tax	\$ 339,776.51
Interest	\$ 18,340.94
Customer Deposits	\$ 161,720.00
Interest	\$ 1,297.37
Park Fund	\$ 5,000.00
Interest	\$ 16,501.69
WULA Settlement	\$ 341,158.23
Interest	\$ 2,071.56
PID Offsite Utilities	\$ 0.02
Interest	\$ 0.76
Hollows/Centex LOC	\$ 331,291.18
Interest	\$ 3,943.86
LVISD Utility Improvements	\$ 2,806.79
Interest	\$ 1,636.63
Jonestown/LV/Centex	\$ 194,269.32
Interest	\$ 2,009.12
LCRA Hollows Water	\$ 292,835.91
Interest	\$ 1,015.23
Airport Taxiway	\$ -
Interest	\$ 35.45
Austin Boulevard Paving	\$ 26,456.00
Interest	\$ 60.48
2014 Certificates of Obligatio	\$ 511,263.69
Interest	\$ 3,501.47
2015 Tax Note	\$ 2,036,392.96
Interest	\$ 2,436.10
2015 Otwell Land Acquisition	\$ -
Interest	\$ 320.16
<b>TOTAL</b>	<b>\$ 9,827,579.50</b>

	<u>Budgeted</u>	<u>Actual Collected</u>	<u>Percent Collected</u>
2014-15 Taxes	\$ -	\$ 3,740,451	89.78%
Delinquent Taxes	\$ -	\$ 34,563	0.83%
<b>Total</b>	<b>\$ 4,166,251</b>	<b>\$ 3,775,013</b>	<b>90.61%</b>

Revenues for Fiscal Year:

General Fund	\$ 3,185,185.32
Hotel Fund	\$ 39,829.11
Utility Fund	\$ 1,515,126.46
Golf Course Fund	\$ 253,009.67
<b>TOTAL</b>	<b>\$ 4,993,150.56</b>

Expenditures for Fiscal Year:

General Fund	\$ 1,700,049.35
Hotel Fund	\$ 12,000.00
Utility Fund	\$ 1,366,657.43
Golf Course Fund	\$ 546,352.56
<b>TOTAL</b>	<b>\$ 3,625,059.34</b>

JANUARY Interest Rates - Logic Accounts - Average = 0.3922%  
 JANUARY ECR Interest Rates - Security Bank Accounts = 0.250%  
 JANUARY Pledged Securities - Security State Bank = \$3,173,593.94

**CITY OF LAGO VISTA MONTHLY FINANCIAL REPORT**

**JANUARY 31, 2016 - FISCAL YEAR END SEPTEMBER 30, 2016 - Ad Valorem Taxes**

**Ad Valorem Taxes**

A 0.65 tax rate and anticipated collection rate of 100% equates to anticipated collection: \$4,464,961.26

Current Taxes for Year 2015 - Billed by Travis County Tax Office:	\$	4,464,961.26
Tax Adjustments for Year 2015 from Travis County Tax Office:	\$	1,836.92
Current Taxes for Year 2015 after adjustments:	\$	4,463,124.34
Base Tax Amount Collected by Travis County Tax Office for 2015:	\$	3,741,933.44
Base Tax Reversals for Year 2015 by Travis County Tax Office:	\$	1,652.14
Net Base Tax Collected for Year 2015 by Travis County:	\$	3,740,281.30
Percentage Collected:		83.80%
Amount Still Due for 2015 Taxes:	\$	722,843.04
Penalty and Interest Collected for 2015	\$	-
Penalty and Interest Reversals for 2015	\$	(169.24)
Net Penalty and Interest Collected for 2015 by Travis County:	\$	169.24
Total Amount paid to City of Lago Vista for 2015 Taxes:	\$	3,740,450.54

**Taxes Collected Year to Date**

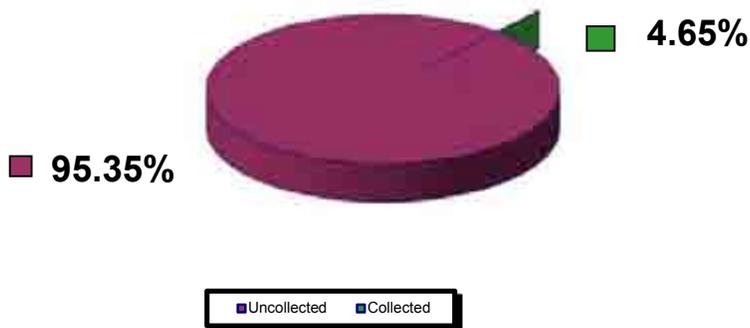


**CITY OF LAGO VISTA MONTHLY FINANCIAL REPORT**

**As of JANUARY 31, 2016 - Ad Valorem Taxes Past Due from Previous Years**

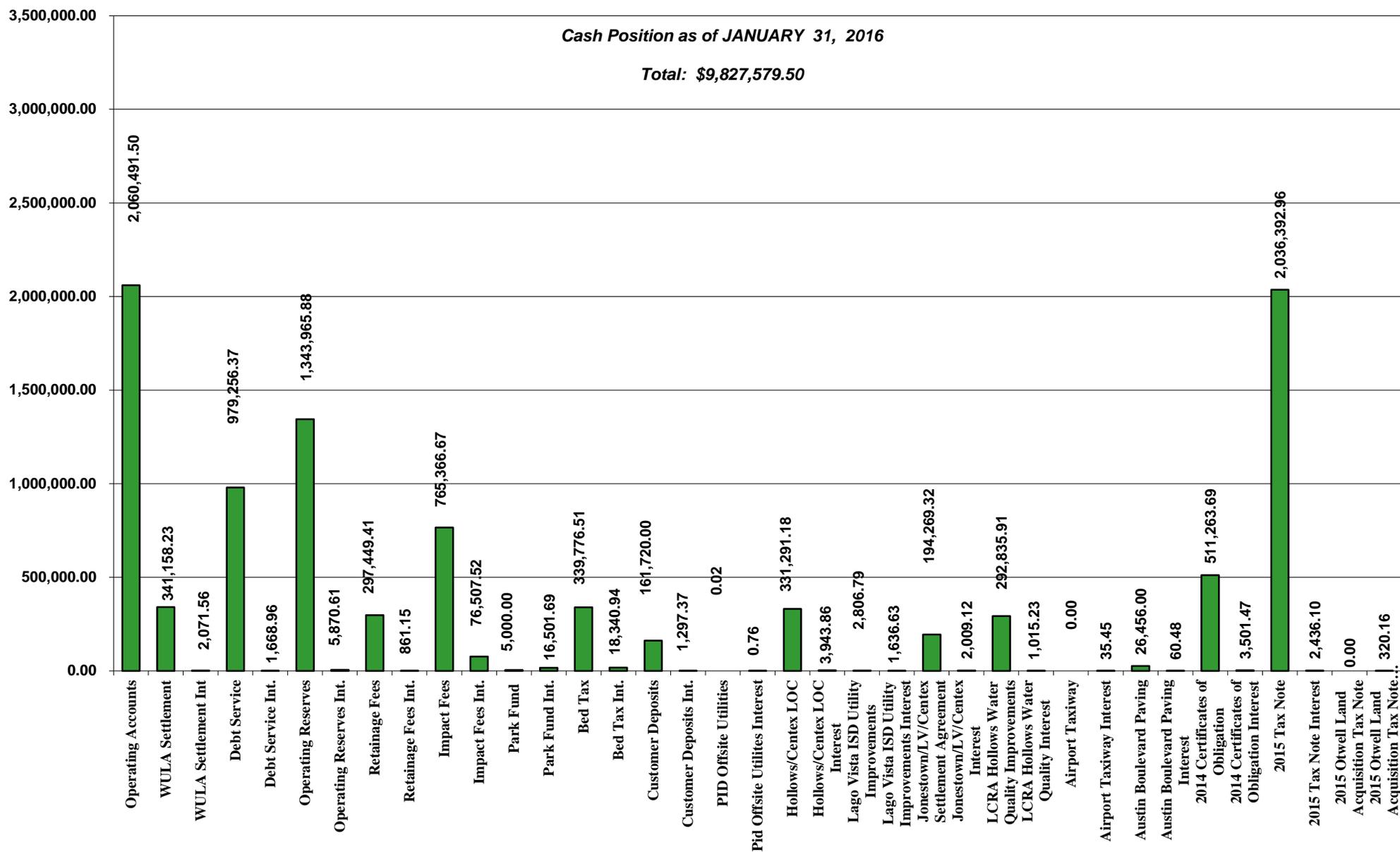
Past Due Taxes from 1973 - 2014	\$	545,976.34
Tax Adjustments from Travis County Tax Office:	\$	6,090.57
Past Due Taxes after adjustments:	\$	539,885.77
Base Tax Amount Collected by Travis County Tax Office:	\$	26,088.13
Base Tax Reversals for Past Due by Travis County Tax Office:	\$	958.19
Net Base Tax Collected for Past Due by Travis County:	\$	25,129.94
Percentage Collected:		4.65%
Amount Still Due for Past Due Taxes:	\$	514,755.83
Penalty and Interest Collected for Past Due Amounts:	\$	9,506.50
Penalty and Interest Reversals for Past Due Amounts:	\$	73.60
Net Penalty and Interest Collected by Travis County:	\$	9,432.90
Total Amount paid to City of Lago Vista for Past Due Taxes:	\$	34,562.84

**Past Due Amounts  
Collected Year to Date**



Cash Position as of JANUARY 31, 2016

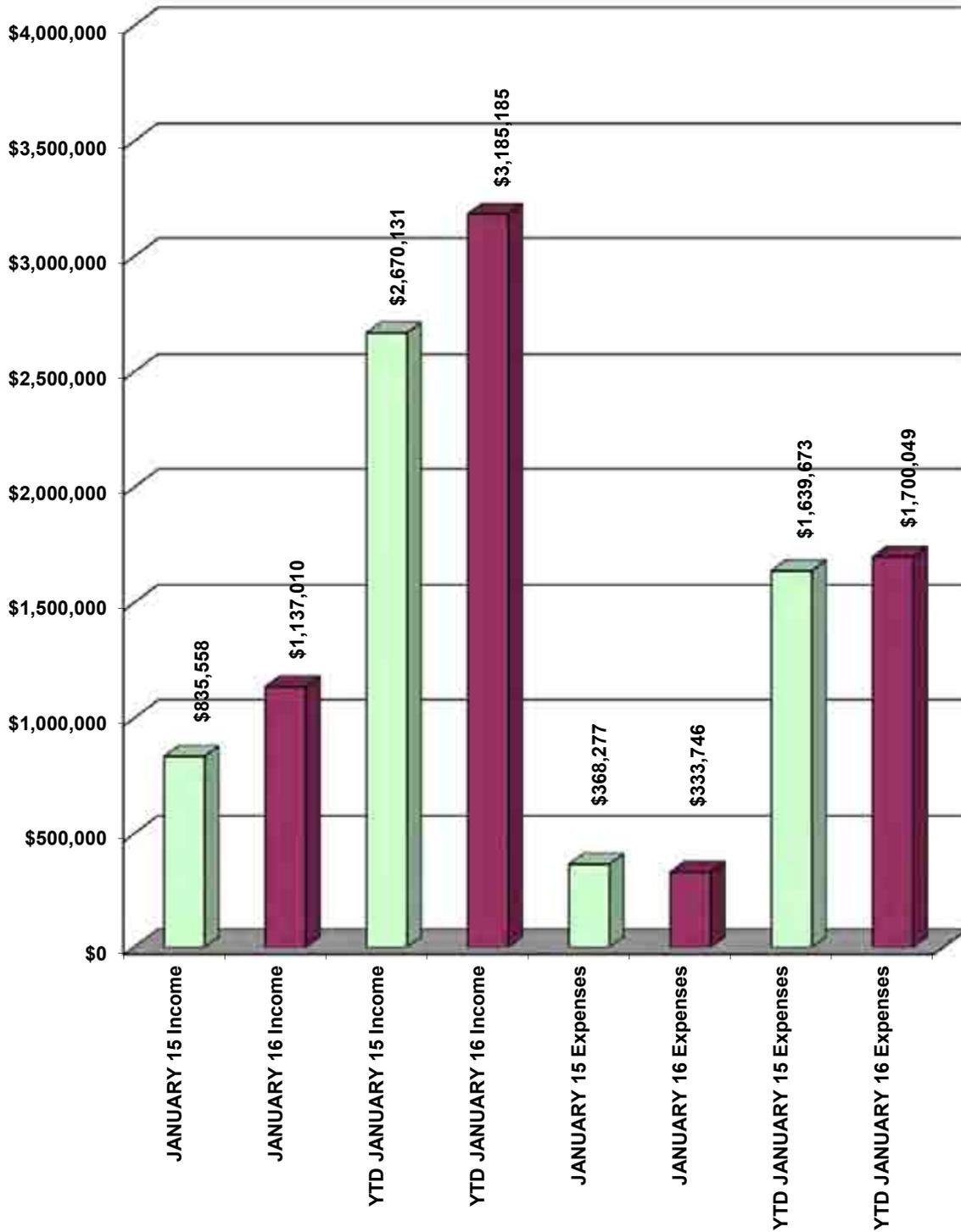
Total: \$9,827,579.50



**General Fund Monthly Income and Expense  
By: Month (this Year vs Last Year)  
Year to Date (this Year vs Last Year)**

2014 - 2015

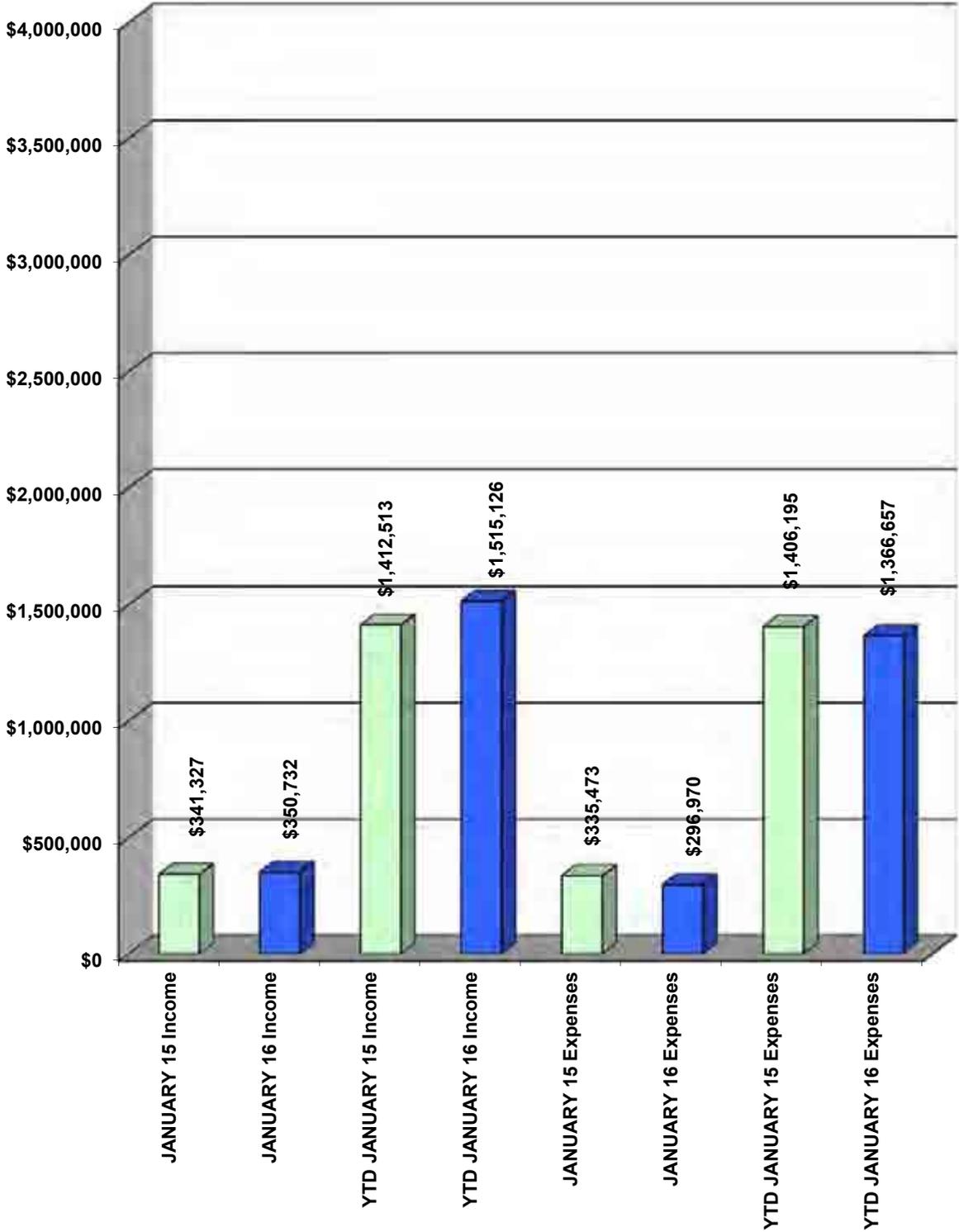
2015 - 2016



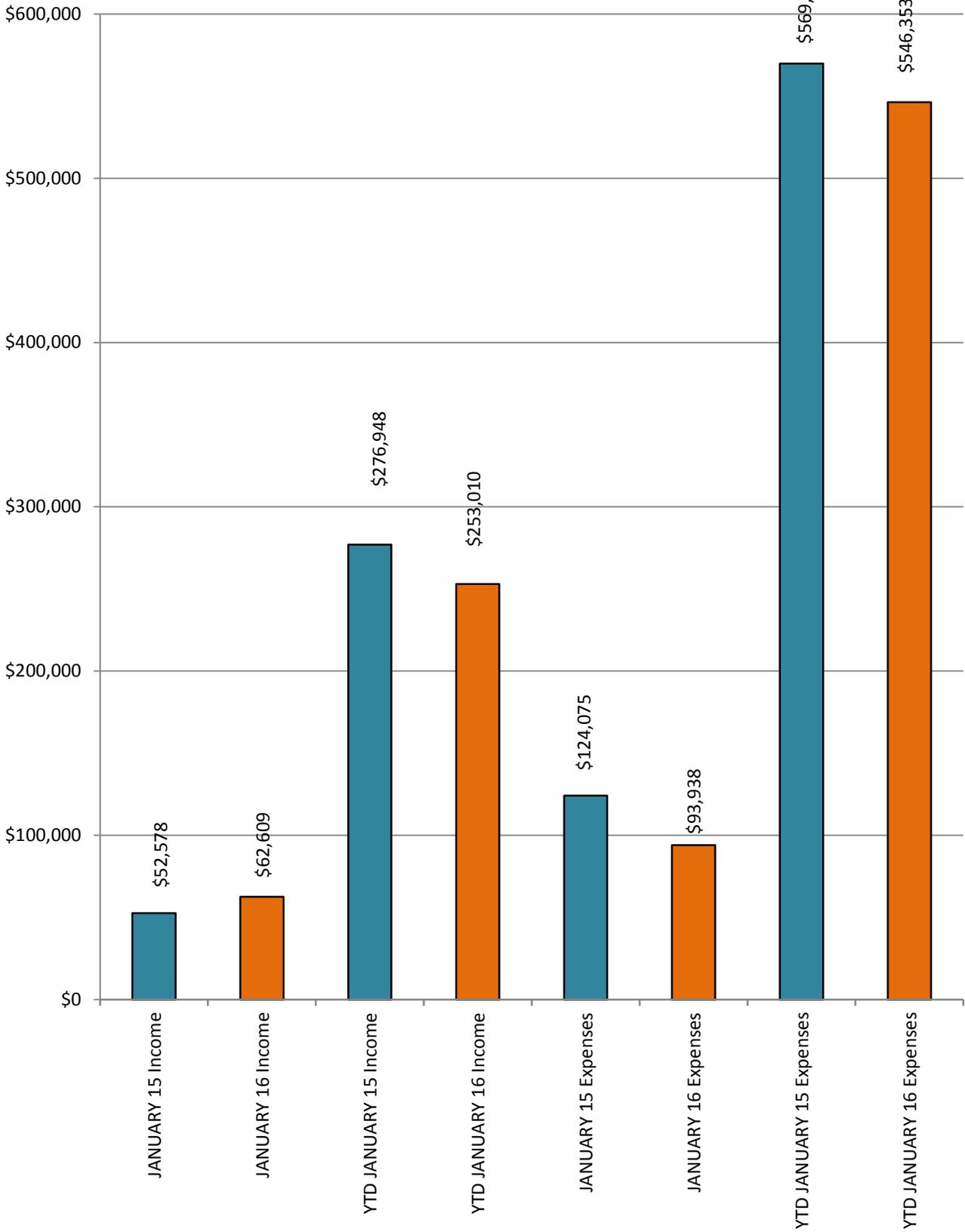
2014 - 2015

2015 - 2016

### Utility Fund Monthly Income and Expenses By: Month (this year vs last year) Year to Date (this year vs last year)

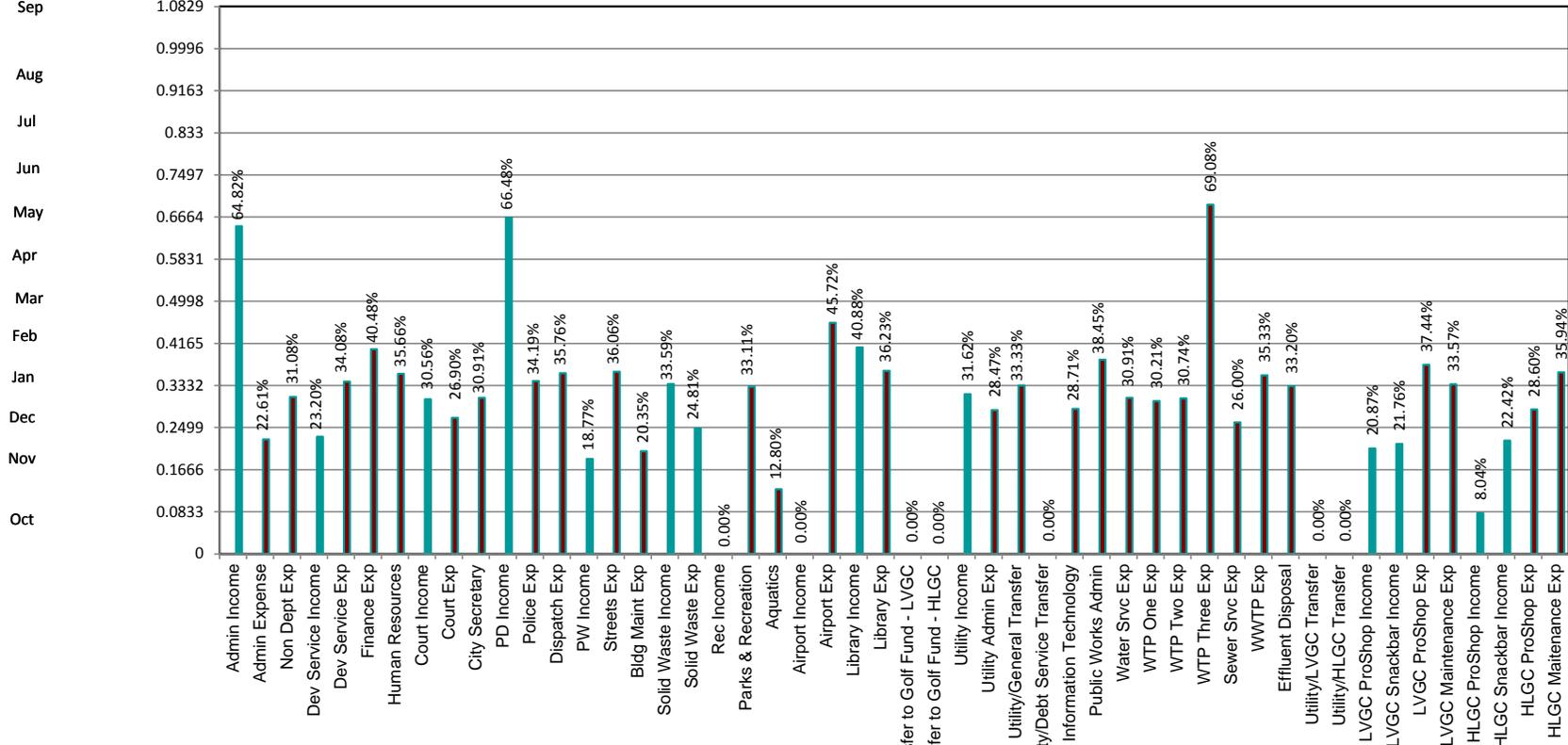


Golf Course Fund Income and Expenses  
 By Month (this year vs last year)  
 YTD (this year vs last year)



Income and Expenses  
Budgeted vs. Actual  
2015 - 2016

Budgeted Allotment Accrual



INCOME  
EXPENSE

CITY OF LAGO VISTA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2016

10 -GENERAL FUND  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
10-ADMINISTRATION	4,412,815	1,059,334.80	2,860,425.39	0.00	1,552,389.61	64.82
11-NON DEPARTMENTAL	17,500	0.00	0.00	0.00	17,500.00	0.00
12-DEVELOPMENT SERVICES	187,219	10,158.01	43,435.27	0.00	143,783.73	23.20
15-MUNICIPAL COURT	109,474	7,474.95	33,450.79	0.00	76,023.21	30.56
20-POLICE DEPARTMENT	11,542	1,455.00	7,673.21	0.00	3,868.79	66.48
30-PUBLIC WORKS/BUILDING	43,725	427.70	8,206.93	0.00	35,518.07	18.77
31-SOLID WASTE	684,912	57,798.17	230,031.32	0.00	454,880.68	33.59
35-RECREATION DEPARTMENT	10,050	0.00	0.00	0.00	10,050.00	0.00
40-AVIATION DEPARTMENT	23,500	0.00	0.00	0.00	23,500.00	0.00
45-LIBRARY DEPARTMENT	4,800	361.00	1,962.41	0.00	2,837.59	40.88
TOTAL REVENUES	5,505,537	1,137,009.63	3,185,185.32	0.00	2,320,351.68	57.85

EXPENDITURE SUMMARY

10-ADMINISTRATION						
PERSONNEL SERVICES	263,776	10,049.64	47,126.76	0.00	216,649.24	17.87
OPERATIONS & MAINTENANCE	54,682	2,222.79	21,756.88	0.00	32,925.12	39.79
SUPPLIES	5,395	134.08	2,265.29	0.00	3,129.71	41.99
SERVICES	188,000	10,789.95	44,567.40	0.00	143,432.60	23.71
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 10-ADMINISTRATION	511,853	18,750.88	115,716.33	0.00	396,136.67	22.61
11-NON DEPARTMENTAL						
OPERATIONS & MAINTENANCE	12,000	0.00	3,000.00	0.00	9,000.00	25.00
SERVICES	82,500	1,096.20	26,371.20	0.00	56,128.80	31.97
TOTAL 11-NON DEPARTMENTAL	94,500	1,096.20	29,371.20	0.00	65,128.80	31.08
12-DEVELOPMENT SERVICES						
PERSONNEL SERVICES	317,251	24,667.75	114,902.10	0.00	202,348.90	36.22
OPERATIONS & MAINTENANCE	68,340	29,665.42	38,665.55	0.00	29,674.45	56.58
SUPPLIES	6,800	258.38	1,784.20	0.00	5,015.80	26.24
SERVICES	163,300	9,602.97	41,214.09	0.00	122,085.91	25.24
FIXED ASSETS	36,146	2,577.12	5,123.31	0.00	31,022.69	14.17
TOTAL 12-DEVELOPMENT SERVICES	591,837	66,771.64	201,689.25	0.00	390,147.75	34.08
13-FINANCE						
PERSONNEL SERVICES	124,033	9,621.07	45,914.25	0.00	78,118.75	37.02
OPERATIONS & MAINTENANCE	18,000	6.43	190.38	0.00	17,809.62	1.06
SUPPLIES	4,600	0.00	1,861.02	0.00	2,738.98	40.46
SERVICES	50,200	2,700.00	31,905.70	0.00	18,294.30	63.56
FIXED ASSETS	500	0.00	0.00	0.00	500.00	0.00
TOTAL 13-FINANCE	197,333	12,327.50	79,871.35	0.00	117,461.65	40.48

AS OF: JANUARY 31ST, 2016

10 -GENERAL FUND

FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>14-HUMAN RESOURCES</b>						
PERSONNEL SERVICES	68,300	5,438.93	22,930.06	0.00	45,369.94	33.57
OPERATIONS & MAINTENANCE	13,160	0.00	7,388.35	0.00	5,771.65	56.14
SUPPLIES	2,000	342.00	575.46	0.00	1,424.54	28.77
SERVICES	3,363	245.00	245.00	0.00	3,118.00	7.29
FIXED ASSETS	500	0.00	0.00	0.00	500.00	0.00
TOTAL 14-HUMAN RESOURCES	87,323	6,025.93	31,138.87	0.00	56,184.13	35.66
<b>15-MUNICIPAL COURT</b>						
PERSONNEL SERVICES	53,012	3,991.16	19,157.69	0.00	33,854.31	36.14
OPERATIONS & MAINTENANCE	8,950	94.79	2,237.57	0.00	6,712.43	25.00
SUPPLIES	4,250	46.77	599.27	0.00	3,650.73	14.10
SERVICES	32,355	893.04	4,516.66	0.00	27,838.34	13.96
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 15-MUNICIPAL COURT	98,567	5,025.76	26,511.19	0.00	72,055.81	26.90
<b>16-CITY SECRETARY</b>						
PERSONNEL SERVICES	73,570	5,939.79	24,763.77	0.00	48,806.23	33.66
OPERATIONS & MAINTENANCE	27,400	498.23	12,933.11	0.00	14,466.89	47.20
SUPPLIES	2,100	46.39	281.23	0.00	1,818.77	13.39
SERVICES	22,500	423.00	832.50	0.00	21,667.50	3.70
TOTAL 16-CITY SECRETARY	125,570	6,907.41	38,810.61	0.00	86,759.39	30.91
<b>20-POLICE DEPARTMENT</b>						
PERSONNEL SERVICES	1,228,334	92,104.58	434,838.04	0.00	793,495.96	35.40
OPERATIONS & MAINTENANCE	139,439	8,884.84	54,540.51	0.00	84,898.49	39.11
SUPPLIES	63,745	2,795.44	11,228.00	327.94	52,189.06	18.13
SERVICES	25,989	2,862.90	6,410.67	0.00	19,578.33	24.67
FIXED ASSETS	56,204	0.00	10,153.93	0.00	46,050.07	18.07
TOTAL 20-POLICE DEPARTMENT	1,513,711	106,647.76	517,171.15	327.94	996,211.91	34.19
<b>25-DISPATCHING</b>						
PERSONNEL SERVICES	266,563	21,163.54	96,525.62	0.00	170,037.38	36.21
OPERATIONS & MAINTENANCE	6,754	0.00	396.29	0.00	6,357.71	5.87
SUPPLIES	1,300	0.00	51.32	0.00	1,248.68	3.95
SERVICES	42,247	0.00	17,182.21	0.00	25,064.79	40.67
FIXED ASSETS	2,400	0.00	0.00	0.00	2,400.00	0.00
TOTAL 25-DISPATCHING	319,264	21,163.54	114,155.44	0.00	205,108.56	35.76
<b>30-PUBLIC WORKS STREETS</b>						
PERSONNEL SERVICES	439,529	32,810.18	177,436.90	0.00	262,092.10	40.37
OPERATIONS & MAINTENANCE	144,801	7,464.06	44,902.88	0.00	99,898.12	31.01
SUPPLIES	94,741	1,972.13	14,181.54	1,349.97	79,209.49	16.39
SERVICES	13,740	790.00	2,603.00	0.00	11,137.00	18.94
FIXED ASSETS	76,316	15,616.25	36,874.65	0.00	39,441.35	48.32
TOTAL 30-PUBLIC WORKS STREETS	769,127	58,652.62	275,998.97	1,349.97	491,778.06	36.06

AS OF: JANUARY 31ST, 2016

10 -GENERAL FUND

FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>31-SOLID WASTE</b>						
OPERATIONS & MAINTENANCE	3,577	212.27	683.60	0.00	2,893.40	19.11
SUPPLIES	4,000	121.40	121.40	0.00	3,878.60	3.04
SERVICES	540,605	0.00	135,207.23	0.00	405,397.77	25.01
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 31-SOLID WASTE	548,182	333.67	136,012.23	0.00	412,169.77	24.81
<b>32-BUILDING MAINTENANCE</b>						
OPERATIONS & MAINTENANCE	25,410	1,152.18	5,885.70	0.00	19,524.30	23.16
SUPPLIES	2,450	133.94	593.89	0.00	1,856.11	24.24
SERVICES	25,037	1,199.12	4,286.24	0.00	20,750.76	17.12
TOTAL 32-BUILDING MAINTENANCE	52,897	2,485.24	10,765.83	0.00	42,131.17	20.35
<b>34-PARK &amp; RECREATION</b>						
PERSONNEL SERVICES	44,216	3,800.25	14,207.08	0.00	30,008.92	32.13
OPERATIONS & MAINTENANCE	28,147	5,761.87	13,132.65	0.00	15,014.35	46.66
SUPPLIES	11,500	359.15	1,760.86	0.00	9,739.14	15.31
SERVICES	5,500	135.00	1,710.00	0.00	3,790.00	31.09
FIXED ASSETS	17,931	2,356.97	4,713.94	0.00	13,217.06	26.29
TOTAL 34-PARK & RECREATION	107,294	12,413.24	35,524.53	0.00	71,769.47	33.11
<b>35-AQUATICS</b>						
PERSONNEL SERVICES	500 (	695.56)	0.00	0.00	500.00	0.00
OPERATIONS & MAINTENANCE	17,440	2,662.56	7,632.79	0.00	9,807.21	43.77
SUPPLIES	2,500	0.00	133.09	0.00	2,366.91	5.32
SERVICES	74,555	48.00	4,594.25	0.00	69,960.75	6.16
FIXED ASSETS	1,600	0.00	0.00	0.00	1,600.00	0.00
TOTAL 35-AQUATICS	96,595	2,015.00	12,360.13	0.00	84,234.87	12.80
<b>40-AVIATION DEPARTMENT</b>						
PERSONNEL SERVICES	1,891	107.66	936.29	0.00	954.71	49.51
OPERATIONS & MAINTENANCE	11,203	503.49	5,939.84	0.00	5,263.16	53.02
SUPPLIES	100	0.00	0.00	0.00	100.00	0.00
SERVICES	16,466	119.84	6,685.20	0.00	9,780.80	40.60
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 40-AVIATION DEPARTMENT	29,660	730.99	13,561.33	0.00	16,098.67	45.72
<b>45-LIBRARY DEPARTMENT</b>						
PERSONNEL SERVICES	129,907	10,016.07	45,956.01	0.00	83,950.99	35.38
OPERATIONS & MAINTENANCE	11,868	428.60	10,405.92	0.00	1,462.08	87.68
SUPPLIES	8,174	0.00	1,545.11	275.89	6,353.00	22.28
SERVICES	13,890	0.00	1,530.10	0.00	12,359.90	11.02
FIXED ASSETS	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL 45-LIBRARY DEPARTMENT	164,839	10,444.67	59,437.14	275.89	105,125.97	36.23

CITY OF LAGO VISTA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2016

10 -GENERAL FUND  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
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85-DEBT SERVICE						
catg 7 not used	0	0.00	0.00	0.00	0.00	0.00
TOTAL 85-DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00
86-GOLF COURSE TRANSFER						
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 86-GOLF COURSE TRANSFER	0	0.00	0.00	0.00	0.00	0.00
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TOTAL EXPENDITURES	5,308,552	331,792.05	1,698,095.55	1,953.80	3,608,502.65	32.02
REVENUE OVER/(UNDER) EXPENDITURES	196,985	805,217.58	1,487,089.77 (	1,953.80) (	1,288,150.97)	753.93

CITY OF LAGO VISTA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2016

11 -HOTEL FUND  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
11-HOTEL	140,260	8,948.36	39,829.11	0.00	100,430.89	28.40
TOTAL REVENUES	140,260	8,948.36	39,829.11	0.00	100,430.89	28.40
EXPENDITURE SUMMARY						
11-HOTEL						
Hotel Fund Expenses	113,500	0.00	12,000.00	0.00	101,500.00	10.57
TOTAL 11-HOTEL	113,500	0.00	12,000.00	0.00	101,500.00	10.57
TOTAL EXPENDITURES	113,500	0.00	12,000.00	0.00	101,500.00	10.57
REVENUE OVER/(UNDER) EXPENDITURES	26,760	8,948.36	27,829.11	0.00 (	1,069.11)	104.00

AS OF: JANUARY 31ST, 2016

15 -MUNICIPAL GOLF COURSE

FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>REVENUE SUMMARY</b>						
10 - LVGC PRO SHOP	777,580	38,285.12	162,317.16	0.00	615,262.84	20.87
20 - LVGC SNACK BAR	98,000	5,013.84	21,326.33	0.00	76,673.67	21.76
30 - LVGC MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
40 - HLGC PRO SHOP	675,170	14,638.62	54,256.88	0.00	620,913.12	8.04
50 - HLGC SNACK BAR	67,400	4,671.34	15,109.30	0.00	52,290.70	22.42
60 - HLGC MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUES</b>	<b>1,618,150</b>	<b>62,608.92</b>	<b>253,009.67</b>	<b>0.00</b>	<b>1,365,140.33</b>	<b>15.64</b>
<b>EXPENDITURE SUMMARY</b>						
<b>LVGC PRO SHOP/SNACK BAR</b>						
PERSONNEL SERVICES	215,428	15,466.21	83,786.28	0.00	131,641.72	38.89
OPERATIONS & MAINTENANCE	92,462	8,231.11	35,325.49	0.00	57,136.51	38.21
SUPPLIES	73,500	4,536.07	24,047.64	0.00	49,452.36	32.72
SERVICES	16,050	628.12	5,636.31	0.00	10,413.69	35.12
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
<b>TOTAL LVGC PRO SHOP/SNACK BAR</b>	<b>397,440</b>	<b>28,861.51</b>	<b>148,795.72</b>	<b>0.00</b>	<b>248,644.28</b>	<b>37.44</b>
<b>HLGC PRO SHOP/SNACK BAR</b>						
PERSONNEL SERVICES	146,334	8,233.61	39,539.67	0.00	106,794.33	27.02
OPERATIONS & MAINTENANCE	79,166	3,407.28	25,289.44	0.00	53,876.56	31.94
SUPPLIES	45,300	3,102.20	13,229.02	0.00	32,070.98	29.20
SERVICES	14,750	478.13	3,614.63	0.00	11,135.37	24.51
<b>TOTAL HLGC PRO SHOP/SNACK BAR</b>	<b>285,550</b>	<b>15,221.22</b>	<b>81,672.76</b>	<b>0.00</b>	<b>203,877.24</b>	<b>28.60</b>
<b>LVGC MAINTENANCE</b>						
PERSONNEL SERVICES	252,692	16,181.16	86,298.08	0.00	166,393.92	34.15
OPERATIONS & MAINTENANCE	77,077	4,056.86	32,995.16	0.00	44,081.84	42.81
SUPPLIES	102,583	2,029.71	34,423.70	0.00	68,159.30	33.56
SERVICES	32,400	0.00	2,299.56	0.00	30,100.44	7.10
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
<b>TOTAL LVGC MAINTENANCE</b>	<b>464,752</b>	<b>22,267.73</b>	<b>156,016.50</b>	<b>0.00</b>	<b>308,735.50</b>	<b>33.57</b>
<b>HLGC MAINTENANCE</b>						
PERSONNEL SERVICES	245,629	19,704.09	85,182.59	0.00	160,446.41	34.68
OPERATIONS & MAINTENANCE	87,977	5,683.05	42,945.61	0.00	45,031.39	48.81
SUPPLIES	68,868	2,065.50	26,702.25	0.00	42,165.75	38.77
SERVICES	42,400	135.00	5,037.13	0.00	37,362.87	11.88
<b>TOTAL HLGC MAINTENANCE</b>	<b>444,874</b>	<b>27,587.64</b>	<b>159,867.58</b>	<b>0.00</b>	<b>285,006.42</b>	<b>35.94</b>

CITY OF LAGO VISTA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2016

15 -MUNICIPAL GOLF COURSE  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
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TRANSFER TO DEBT SERVIC						
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFER TO DEBT SERVIC	0	0.00	0.00	0.00	0.00	0.00
<hr/>						
DEPRECIATION						
CATG 8 NOT USED	0	0.00	0.00	0.00	0.00	0.00
TOTAL DEPRECIATION	0	0.00	0.00	0.00	0.00	0.00
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TOTAL EXPENDITURES	1,592,616	93,938.10	546,352.56	0.00	1,046,263.44	34.31
REVENUE OVER/(UNDER) EXPENDITURES	25,534 (	31,329.18) (	293,342.89)	0.00	318,876.89	1,148.83-

CITY OF LAGO VISTA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2016

20 -CAP IMPROVEMENT GEN BONDS  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
10-ADMINISTRATION	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
20-SPORTS COMPLEX						
OPERATIONS & MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 20-SPORTS COMPLEX	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

CITY OF LAGO VISTA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2016

30 -UTILITY FUND  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>REVENUE SUMMARY</b>						
30-CONTRIBUTION CAPITAL	0	0.00	0.00	0.00	0.00	0.00
50-GENERAL OPERATION	52,119	2,944.57	11,392.61	0.00	40,726.39	21.86
60-WATER SERVICES	2,924,710	191,371.92	893,929.13	0.00	2,030,780.87	30.56
70-SEWER SERVICES	1,814,586	156,415.57	609,804.72	0.00	1,204,781.28	33.61
80-CAPITAL IMPROVEMENT	0	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUES</b>	<b>4,791,415</b>	<b>350,732.06</b>	<b>1,515,126.46</b>	<b>0.00</b>	<b>3,276,288.54</b>	<b>31.62</b>
<b>EXPENDITURE SUMMARY</b>						
<b>55-UTILITIES ADMINISTRATI</b>						
PERSONNEL SERVICES	164,359	9,385.37	48,839.88	0.00	115,519.12	29.72
OPERATIONS & MAINTENANCE	20,100	1,433.77	6,151.24	0.00	13,948.76	30.60
SUPPLIES	22,000	111.65	6,683.67	0.00	15,316.33	30.38
SERVICES	31,500	0.00	6,364.95	0.00	25,135.05	20.21
FIXED ASSETS	1,000	0.00	0.00	0.00	1,000.00	0.00
<b>TOTAL 55-UTILITIES ADMINISTRATI</b>	<b>238,959</b>	<b>10,930.79</b>	<b>68,039.74</b>	<b>0.00</b>	<b>170,919.26</b>	<b>28.47</b>
<b>56-GENERAL FUND TRANSFER</b>						
FIXED ASSETS	1,000,000	83,333.33	333,333.32	0.00	666,666.68	33.33
<b>TOTAL 56-GENERAL FUND TRANSFER</b>	<b>1,000,000</b>	<b>83,333.33</b>	<b>333,333.32</b>	<b>0.00</b>	<b>666,666.68</b>	<b>33.33</b>
<b>57-DEBT SRVCE FUND TRNSF</b>						
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
<b>TOTAL 57-DEBT SRVCE FUND TRNSF</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>58-INFO TECHNOLOGY</b>						
PERSONNEL SERVICES	75,324	5,899.06	27,068.52	0.00	48,255.48	35.94
OPERATIONS & MAINTENANCE	99,473	8,446.56	22,870.60	0.00	76,602.40	22.99
SUPPLIES	500	0.00	0.00	0.00	500.00	0.00
SERVICES	50,090	10,543.76	18,941.98	0.00	31,148.02	37.82
FIXED ASSETS	14,502	0.00	0.00	0.00	14,502.00	0.00
<b>TOTAL 58-INFO TECHNOLOGY</b>	<b>239,889</b>	<b>24,889.38</b>	<b>68,881.10</b>	<b>0.00</b>	<b>171,007.90</b>	<b>28.71</b>
<b>59-PUBLIC WORKS ADMIN</b>						
PERSONNEL SERVICES	134,333	10,359.79	45,806.75	0.00	88,526.25	34.10
OPERATIONS & MAINTENANCE	25,642	82.34	19,685.29	0.00	5,956.71	76.77
SUPPLIES	4,100	128.80	501.95	0.00	3,598.05	12.24
SERVICES	71,000	0.00	24,400.00	0.00	46,600.00	34.37
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
<b>TOTAL 59-PUBLIC WORKS ADMIN</b>	<b>235,075</b>	<b>10,570.93</b>	<b>90,393.99</b>	<b>0.00</b>	<b>144,681.01</b>	<b>38.45</b>

AS OF: JANUARY 31ST, 2016

30 -UTILITY FUND

FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
60-WATER SERVICES						
PERSONNEL SERVICES	438,726	30,031.68	155,367.35	0.00	283,358.65	35.41
OPERATIONS & MAINTENANCE	179,921	9,394.78	51,550.73	0.00	128,370.27	28.65
SUPPLIES	55,361	2,489.34	10,180.18	0.00	45,180.82	18.39
SERVICES	44,127	0.00	608.13	0.00	43,518.87	1.38
FIXED ASSETS	36,782	2,063.57	15,614.54	0.00	21,167.46	42.45
TOTAL 60-WATER SERVICES	754,917	43,979.37	233,320.93	0.00	521,596.07	30.91
65-WATER PLANT ONE						
PERSONNEL SERVICES	59,565	4,363.73	21,942.96	0.00	37,622.04	36.84
OPERATIONS & MAINTENANCE	160,487	8,653.11	74,764.46	0.00	85,722.54	46.59
SUPPLIES	78,429	5,220.37	22,391.22	0.00	56,037.78	28.55
SERVICES	224,651	2,736.26	39,168.58	0.00	185,482.42	17.44
FIXED ASSETS	750	0.00	0.00	0.00	750.00	0.00
TOTAL 65-WATER PLANT ONE	523,882	20,973.47	158,267.22	0.00	365,614.78	30.21
67-WATER PLANT TWO						
PERSONNEL SERVICES	63,245	5,281.58	22,953.59	0.00	40,291.41	36.29
OPERATIONS & MAINTENANCE	89,807	10,052.30	38,525.41	0.00	51,281.59	42.90
SUPPLIES	25,873	884.63	2,264.81	0.00	23,608.19	8.75
SERVICES	83,249	3,291.00	19,319.01	0.00	63,929.99	23.21
FIXED ASSETS	8,078	0.00	0.00	0.00	8,078.00	0.00
TOTAL 67-WATER PLANT TWO	270,252	19,509.51	83,062.82	0.00	187,189.18	30.74
69-WATER PLANT THREE						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	2,750	238.11	835.47	0.00	1,914.53	30.38
SUPPLIES	0	0.00	29.15	0.00	29.15	0.00
SERVICES	0	1,392.00	2,592.00	0.00	2,592.00	0.00
FIXED ASSETS	8,161	2,040.22	4,080.44	0.00	4,080.56	50.00
TOTAL 69-WATER PLANT THREE	10,911	3,670.33	7,537.06	0.00	3,373.94	69.08
70-SEWER SERVICES						
PERSONNEL SERVICES	146,681	10,764.06	53,402.46	0.00	93,278.54	36.41
OPERATIONS & MAINTENANCE	192,170	7,518.91	41,909.95	0.00	150,260.05	21.81
SUPPLIES	62,900	1,382.36	9,063.54	0.00	53,836.46	14.41
SERVICES	25,119	3,648.00	5,128.52	0.00	19,990.48	20.42
FIXED ASSETS	23,244	3,756.69	7,528.82	0.00	15,715.18	32.39
TOTAL 70-SEWER SERVICES	450,114	27,070.02	117,033.29	0.00	333,080.71	26.00
75-SEWER PLANT						
PERSONNEL SERVICES	127,984	9,950.82	46,728.85	0.00	81,255.15	36.51
OPERATIONS & MAINTENANCE	108,908	13,002.32	51,453.48	392.00	57,062.52	47.60
SUPPLIES	18,641	4,028.13	8,137.46	0.00	10,503.54	43.65
SERVICES	65,853	2,185.00	10,009.24	0.00	55,843.76	15.20
FIXED ASSETS	9,025	0.00	0.00	0.00	9,025.00	0.00
TOTAL 75-SEWER PLANT	330,411	29,166.27	116,329.03	392.00	213,689.97	35.33

CITY OF LAGO VISTA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2016

30 -UTILITY FUND  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>77-EFFLUENT DISPOSAL</b>						
PERSONNEL SERVICES	128,009	14,783.21	55,806.24	0.00	72,202.76	43.60
OPERATIONS & MAINTENANCE	103,815	3,613.09	15,166.40	0.00	88,648.60	14.61
SUPPLIES	15,500	131.60	949.39	0.00	14,550.61	6.13
SERVICES	15,250	3,957.00	9,542.23	0.00	5,707.77	62.57
FIXED ASSETS	8,733	0.00	8,602.67	0.00	130.33	98.51
TOTAL 77-EFFLUENT DISPOSAL	271,307	22,484.90	90,066.93	0.00	181,240.07	33.20
<b>79-UTILITY FUND TRANSFER</b>						
catg 3 not used	305,000	0.00	0.00	0.00	305,000.00	0.00
FIXED ASSETS	35,000	0.00	0.00	0.00	35,000.00	0.00
TOTAL 79-UTILITY FUND TRANSFER	340,000	0.00	0.00	0.00	340,000.00	0.00
<b>85-DEBT SERVICE</b>						
DEPRECIATION	0	0.00	0.00	0.00	0.00	0.00
TOTAL 85-DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	4,665,717	296,578.30	1,366,265.43	392.00	3,299,059.57	29.29
REVENUE OVER/ (UNDER) EXPENDITURES	125,698	54,153.76	148,861.03 (	392.00) (	22,771.03)	118.12

CITY OF LAGO VISTA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2016

40 -CAP IMPROVEMENT UTL BONDS

FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>REVENUE SUMMARY</b>						
80-CAPITAL IMPROVEMENT	0	1,388.38	3,704,880.24	0.00 (	3,704,880.24)	0.00
TOTAL REVENUES	0	1,388.38	3,704,880.24	0.00 (	3,704,880.24)	0.00
<b>EXPENDITURE SUMMARY</b>						
<b>80-CAPITAL IMPROVEMENT</b>						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
2000 CERT OF OB	0	0.00	0.00	0.00	0.00	0.00
2003 CERT OF OB	0	0.00	0.00	0.00	0.00	0.00
2006 CERT OF OB	0	0.00	0.00	0.00	0.00	0.00
2008 CERT OF OB	4,229,869	148,017.06	4,351,413.54	0.00 (	121,544.54)	102.87
TOTAL 80-CAPITAL IMPROVEMENT	4,229,869	148,017.06	4,351,413.54	0.00 (	121,544.54)	102.87
TOTAL EXPENDITURES	4,229,869	148,017.06	4,351,413.54	0.00 (	121,544.54)	102.87
REVENUE OVER/(UNDER) EXPENDITURES	( 4,229,869)	( 146,628.68)	( 646,533.30)	0.00 (	3,583,335.70)	15.28

AS OF: JANUARY 31ST, 2016

42 -IMPACT FEE FUND

FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
50- INVESTMENT INTEREST	0	279.19	637.43	0.00 (	637.43)	0.00
60-WATER IMPACT REVENUE	0	12,000.00	54,000.00	0.00 (	54,000.00)	0.00
70-SEWER IMPACT REVENUE	0	13,575.00	49,530.00	0.00 (	49,530.00)	0.00
TOTAL REVENUES	0	25,854.19	104,167.43	0.00 (	104,167.43)	0.00
EXPENDITURE SUMMARY						
10-IMPACT FEE ADMIN						
SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL 10-IMPACT FEE ADMIN	0	0.00	0.00	0.00	0.00	0.00
60-IMPACT FEE WATER						
SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL 60-IMPACT FEE WATER	0	0.00	0.00	0.00	0.00	0.00
70-IMPACT FEE SEWER						
SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL 70-IMPACT FEE SEWER	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/ (UNDER) EXPENDITURES	0	25,854.19	104,167.43	0.00 (	104,167.43)	0.00

CITY OF LAGO VISTA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2016

43 -PARKLAND FEE FUND  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
43 PARK FUND	0	7.14	17.25	0.00 (	17.25)	0.00
TOTAL REVENUES	0	7.14	17.25	0.00 (	17.25)	0.00
EXPENDITURE SUMMARY						
43 PARK FUND						
OPERATIONS & MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
SERVICES	0	0.00	0.00	0.00	0.00	0.00
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 43 PARK FUND	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/ (UNDER) EXPENDITURES	0	7.14	17.25	0.00 (	17.25)	0.00

CITY OF LAGO VISTA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2016

46 -THE HOLLOWS-CENTEX DESTIN  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
10-ADMINISTRATION	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
10-ADMINISTRATION						
OPERATIONS & MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL 10-ADMINISTRATION	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/ (UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

CITY OF LAGO VISTA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2016

50 -DEBT SERVICE  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
80-ACCUMULATED INTEREST	553,354	291.24	337.88	0.00	553,016.12	0.06
85-AD VALOREM & OTHER	1,771,754	598,199.38	1,496,792.80	0.00	274,961.20	84.48
TOTAL REVENUES	2,325,108	598,490.62	1,497,130.68	0.00	827,977.32	64.39
EXPENDITURE SUMMARY						
80-ACCUMULATED INTEREST						
LEASE PURCHASE	0	0.00	0.00	0.00	0.00	0.00
TOTAL 80-ACCUMULATED INTEREST	0	0.00	0.00	0.00	0.00	0.00
85-AD VALOREM & OTHER						
OPERATIONS & MAINTENANCE	4,000	0.00	800.00	0.00	3,200.00	20.00
LEASE PURCHASE	0	0.00	0.00	0.00	0.00	0.00
AUDITOR ADJ	0	0.00 (	3,738.00)	0.00	3,738.00	0.00
FIXED ASSETS	2,321,109	0.00	0.00	0.00	2,321,109.00	0.00
TOTAL 85-AD VALOREM & OTHER	2,325,109	0.00 (	2,938.00)	0.00	2,328,047.00	0.13-
TOTAL EXPENDITURES	2,325,109	0.00 (	2,938.00)	0.00	2,328,047.00	0.13-
REVENUE OVER/ (UNDER) EXPENDITURES	( 1)	598,490.62	1,500,068.68	0.00 (	1,500,069.68)	6,868.00-

CITY OF LAGO VISTA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2016

90 -GENERAL FIXED ASSETS  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/ (UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

CITY OF LAGO VISTA  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2016

95 -GENERAL LONG-TERM DEBT  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/ (UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

CITY OF LAGO VISTA  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2016

98 -PAYROLL CLEARING ACCOUNT

FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/ (UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

CITY OF LAGO VISTA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2016

99 -DISBURSEMENT ACCOUNT  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/ (UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

**HLGC & LVGC Monthly Report  
Jan-16**

	08'-09' FY Totals	09'-10' FY Totals	10'-11' FY Totals	11'-12' Totals	12'-13' FY Totals	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	2015 YTD
Regular Memberships	90	96	118	119	131	135	131	128	125	125	126	130	129	128	128	128	129	<b>129</b>
Canadian Membership									23	81	93	0						
<b>Rounds of Golf</b>																		
Mulligan Play	493	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	<b>0</b>
Regular Member Play	12,099	11,054	14,077	14,936	16,366	1,136	1,082	1,101	942	1,069	2,883	1,190	1,070	1,078	1,092	877	1,073	<b>14,593</b>
Outside Play	17,589	15,752	22,281	25,980	27,844	1,735	1,230	1,050	1,361	1,700	2,181	2,443	2,313	2,717	2,866	2,525	2,422	<b>24,543</b>
Tournament Play	677	1,079	1,675	2,164	1,823	393	70	0	12	41	188	403	130	153	72	104	259	<b>1,825</b>
<b>Total Rounds</b>	<b>30,858</b>	<b>27,885</b>	<b>38,033</b>	<b>43,080</b>	<b>46,033</b>	<b>3,264</b>	<b>2,382</b>	<b>2,151</b>	<b>2,315</b>	<b>2,810</b>	<b>5,252</b>	<b>4,036</b>	<b>3,513</b>	<b>3,948</b>	<b>4,030</b>	<b>3,506</b>	<b>3,754</b>	<b>40,961</b>
Cart/Trail Use (Reflects paid cart usage)	16,291	13,829	18,685	20,846	20,618	844	730	399	663	1,037	1,352	1,661	1,579	1,878	2,058	1,754	1,629	<b>15,584</b>
Driving Range	3,485	3,038	3,241	3,461	3,054	166	120	81	112	145	189	190	108	159	205	140	150	<b>1,765</b>

	13'-14' FY Totals	14'-15' FY Totals	15'-16' FY Totals	16'-17' FY Totals	17'-18' FY Totals	Oct-15'	Nov-15'	Dec-15'	Jan-16'	Feb-16'	Mar-16'	Apr-16'	May-16'	Jun-16'	Jul-16'	Aug-16'	Sep-16'	2016 YTD Totals
Regular Memberships	135	129				133	134	134	133									
Canadian Membership								2	2									
<b>Rounds of Golf</b>																		
Mulligan Play	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	<b>0</b>
Regular Member Play	15,456	14,593				1,042	968	996	994									<b>4,000</b>
Outside Play	23,628	24,543				2,057	1,656	1,950	2,276									<b>7,939</b>
Tournament Play	2,034	1,825				281	35	27	40									<b>383</b>
<b>Total Rounds</b>	<b>41,118</b>	<b>40,961</b>	<b>0</b>			<b>3,380</b>	<b>2,659</b>	<b>2,973</b>	<b>3,310</b>	<b>0</b>	<b>12,322</b>							
Cart/Trail Use (Reflects paid cart usage)	15,352	15,584				1,248	947	1,027	1,344									<b>4,566</b>
Driving Range	2,353	1,765				113	88	98	117									<b>416</b>

**LAGO VISTA MUNICIPAL COURT MONTHLY REPORT - FY 2015/2016**

	Oct	Nov	Dec	Jan	**Feb	**Mar
<b>VIOLATIONS</b>	144	133	103	97		
<b>GROSS REVENUE</b>	\$ 13,055.06	\$ 13,530.24	\$ 12,386.46	\$ 11,741.38		
<b>PORTION OF REVENUE FROM WARRANTS</b>	\$ 3,254.50	\$ -	\$ 1,296.60	\$ 1,037.60		
<b>LESS TO STATE</b>	\$ 4,502.53	\$ 4,721.04	\$ 4,803.91	\$ 4,268.11		
<b>REVENUE TO CITY</b>	\$ 8,552.53	\$ 8,809.20	\$ 7,582.55	\$ 7,473.27		
<b>COMMUNITY SERVICE HOURS SERVED</b>	0	0	0	0		
<b>BUILDING SECURITY FUND</b>	\$ 147.65	\$ 181.50	\$ 185.01	\$ 161.99		

\*\* WARRANT ROUND-UP

	Apr	May	Jun	Jul	Aug	Sep
<b>VIOLATIONS</b>						
<b>GROSS REVENUE</b>						
<b>PORTION OF REVENUE FROM WARRANTS</b>						
<b>LESS TO STATE</b>						
<b>REVENUE TO CITY</b>						
<b>COMMUNITY SERVICE HOURS SERVED</b>						
<b>BUILDING SECURITY FUND</b>						

	Year-to-Date	Previous Year
<b>VIOLATIONS</b>	477	351
<b>GROSS REVENUE</b>	\$ 50,713.14	\$ 37,070.55
<b>PORTION OF REVENUE FROM WARRANTS</b>	\$ 5,588.70	\$ 8,588.85
<b>LESS TO STATE</b>	\$ 18,295.59	\$ 16,785.56
<b>REVENUE TO CITY</b>	\$ 32,417.55	\$ 20,284.99
<b>COMMUNITY SERVICE SERVED</b>	0	127.25
<b>BUILDING SECURITY FUND</b>	\$ 676.15	\$ 619.09

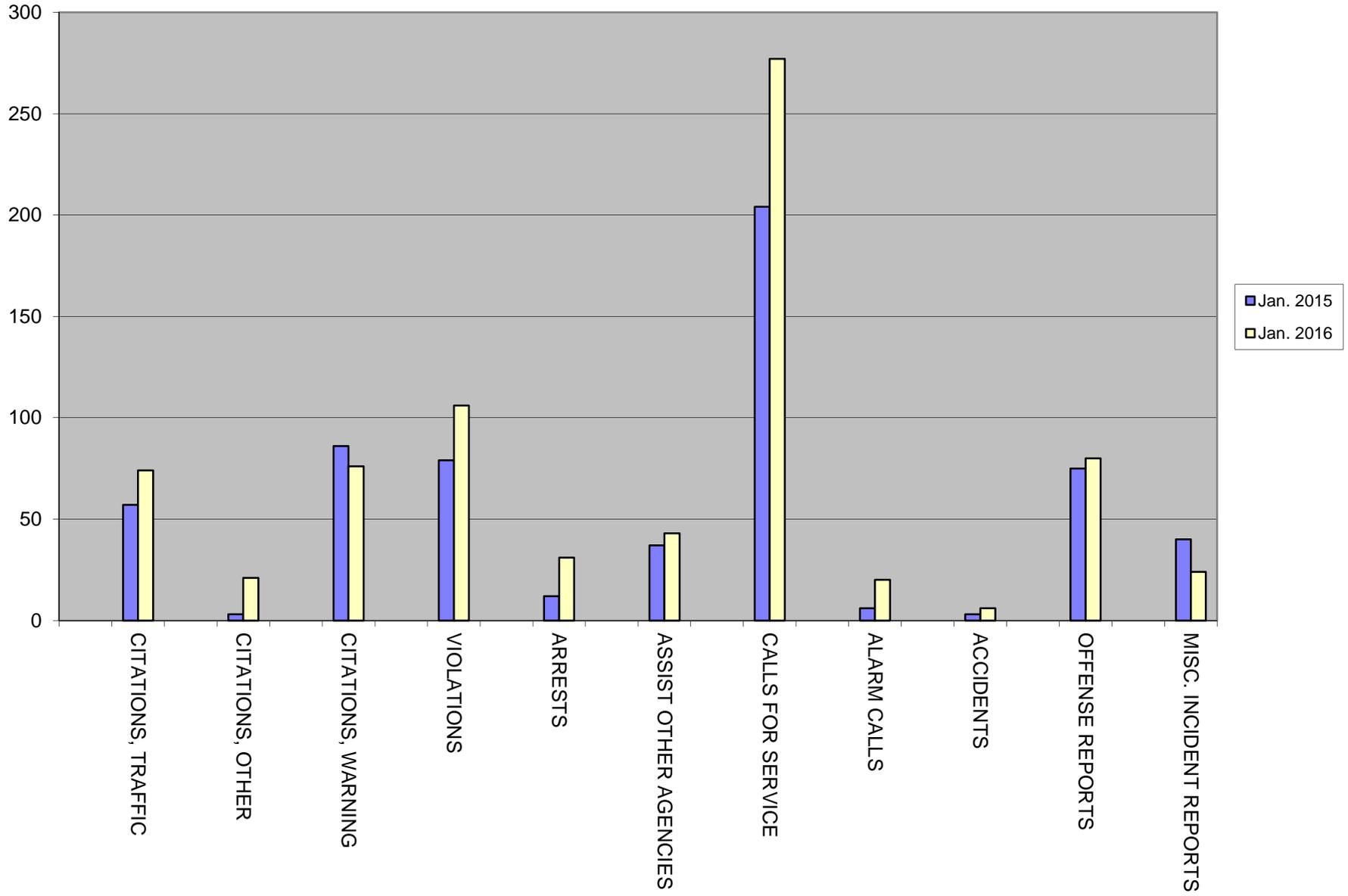


# City of Lago Vista

Library Services Monthly Report FY2015-2016 - January 2016

Division and Services	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	6 Month Total	Apr 2016	May 2016	Jun 2016	Jul 2016	Aug 2016	Sep 2016	FY Total
<b>Library</b>														
Patron Visits to the Library	2,151	1,657	1,720	1,998			7,526							
New Patrons	46	22	25	58			151							
Patrons on File	6,934	6,951	6,974	7,022			7,022							
Patrons with Active Accounts	1,937	1,938	1,928	1,956			1,956							
Computer Users	503	407	505	530			1,945							
Wi-Fi Users	50	26	37	35			148							
Children's Programs	5	2	5	4			16							
Children's Programs Attendance	174	25	92	37			328							
Teen Programs	0	0	0	0			0							
Teen Program Attendance	0	0	0	0			0							
Adult Programs/Events	19	15	14	19			67							
Adult Programs/Events Attendance	127	110	61	169			467							
Materials Circulated	2,620	2,272	2,382	2,707			9,981							
Materials in Collection	13,584	13,415	13,579	13,723			13,723							
Interlibrary Loans	16	35	6	10			67							
Amount Saved by Patrons	\$35,951	\$34,236	\$35,569	\$36,672			\$142,428							
Volunteer Hours	243	232	225	231			931							
Friends of the Library Expenditures	\$1,290	\$972	\$845	\$1,002			\$4,109							

JANUARY  
COMPARISONS  
2015-2016  
LAGO VISTA POLICE DEPARTMENT





LAGO VISTA POLICE DEPARTMENT													
MONTHLY REPORT - 2016													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
<b>CITATIONS</b>													
Traffic	74												
Animal	5												
Other	16												
Warning	76												
<b>Total Citations</b>	<b>171</b>												
<b>VIOLATIONS</b>													
Traffic	82												
Other	24												
<b>Total Violations</b>	<b>106</b>												
<b>ARRESTS</b>	<b>31</b>												
<b>ASSIST OTHER AGENCIES</b>													
EMS	35												
NLTRF	3												
Other Law Enforcement	3												
Utility Dept	2												
<b>Total Assist Other Agencies</b>	<b>43</b>												
<b>CALLS FOR SERVICE</b>	<b>277</b>												
<b>ALARM CALLS</b>	<b>20</b>												
<b>FALSE ALARMS</b>	<b>20</b>												
<b>ANIMAL CONTROL</b>													
Animal Calls	16												
Animal Impounds	*4												
<b>ACCIDENTS</b>	<b>6</b>												
<b>OFFENSE REPORTS</b>	<b>80</b>												
<b>MISC. INCIDENT REPORTS</b>	<b>24</b>												
<b>TOTAL MILES PATROLLED</b>	<b>10,682</b>												
Taken to PAWS: 0 Dogs 0 Cats		Taken to Vets: 0 Dogs 0 Cats											
*Kept at P.D.	0 Dogs	0 Cats											
Returned to Owner:	*4 Dogs	0 Cats											
Taken to Town Lake	0 Dogs	0 Cats											
Adopted:/Fostered	0 Dogs	0 Cats											
Taken to Williamson Co Humane:	0 Dogs	0 Cats											
Still at P.D. Impound	0 Dogs	0 Cats											

LAGO VISTA POLICE DEPARTMENT COMPARISONS BY YEAR, BY MONTH														
	JAN		FEB		MAR		APR		MAY		JUNE			
	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016
CITATIONS, TRAFFIC	57	74												
CITATIONS, OTHER	3	21												
CITATIONS, WARNING	86	76												
VIOLATIONS	79	106												
ARRESTS	12	31												
ASSIST OTHER AGENCIES	37	43												
CALLS FOR SERVICE	204	277												
ALARM CALLS	6	20												
ACCIDENTS	3	6												
OFFENSE REPORTS	75	80												
MISC. INCIDENT REPORTS	40	24												
TOTAL MILES PATROLED	8,682	10,682												

**STREET DEPARTMENT 2015-16 ACTIVITY REPORT**

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTALS
<b><u>STREET PATCHING</u></b>													
Tons of Asphalt Used	2	19	10	37									68
Number of Patches	40	220	377	333									970
Square Feet of Patches	127	1,576	786	3,946									6,435
Tons of Base Material Used	6	0	0	22									28
Repaint Intersections	6	0	0	0									6
Replace Reflective Buttons	0	0	0	0									0
<b><u>CRACK SEAL PROGRAM</u></b>													
Linear Feet of Crack Sealing	4,333	0	0	0									4,333
<b><u>LANDSCAPING ACTIVITIES</u></b>													
Worker Hours	241	96	64	32									433
<b><u>ROADSIDE MOWING</u></b>													
Miles Mowed	144	88	0	0									232
<b><u>TRAFFIC CONTROL</u></b>													
New Signs Installed	0	0	4	0									4
Signs Replaced	7	12	6	4									29
<b><u>DRAINAGE MAINTENANCE</u></b>													
Projects Completed	0	1	0	0									1
Linear Feet of Ditches Cleared	0	0	0	0									0
Culverts Cleared	0	0	0	0									0
<b><u>MISCELLANEOUS ACTIVITIES</u></b>													
Worker Hours on City Clean Up	232	0	0	0									232
Worker Hours on Burn Day	0	0	0	0									0
Worker Hours on Park Maint.	0	0	0	184									184
Worker Hours on X-Mas Lights	56	534	288	176									1,054
Worker Hours on Tree Trimming	41	32	296	128									497
Deer Pick Ups	13	17	8	6									44
Bldg. Maintenance Requests	3	2	3	3									11
Pool Operation & Maintenance (hrs)	0	0	0	12									12
Airport Maintenance (hrs)	96	4	32	0									132
Mowing Bar K Golf Course (hrs)	0	0	0	0									0
Assist Utility Department (hrs)	0	0	0	0									0
Assist CIP Projects (hrs)	0	0	0	0									0
Assist Plant Operations (hrs)	0	0	0	0									0
Assist Library (hrs)	6	0	1	0									7
Assist Effluent Department (hrs)	0	0	0	0									0
Assist Golf Courses (hrs)	248	96	152	0									496
Assist LVPD (hrs)	32	0	0	0									32
KLVB Projects (hrs)	16	0	0	0									16
Special Events (hrs)	0	0	126	0									126
<b><u>RECYCLE CENTER</u></b>													
Loads of Brush Collected	68	66	85	72									291
Wood Chipping (hrs)	96	0	88	128									312
Loads of Mulch Picked Up	14	14	7	18									53
Trash/Metal Collection (hrs)	16	10	8	12									46

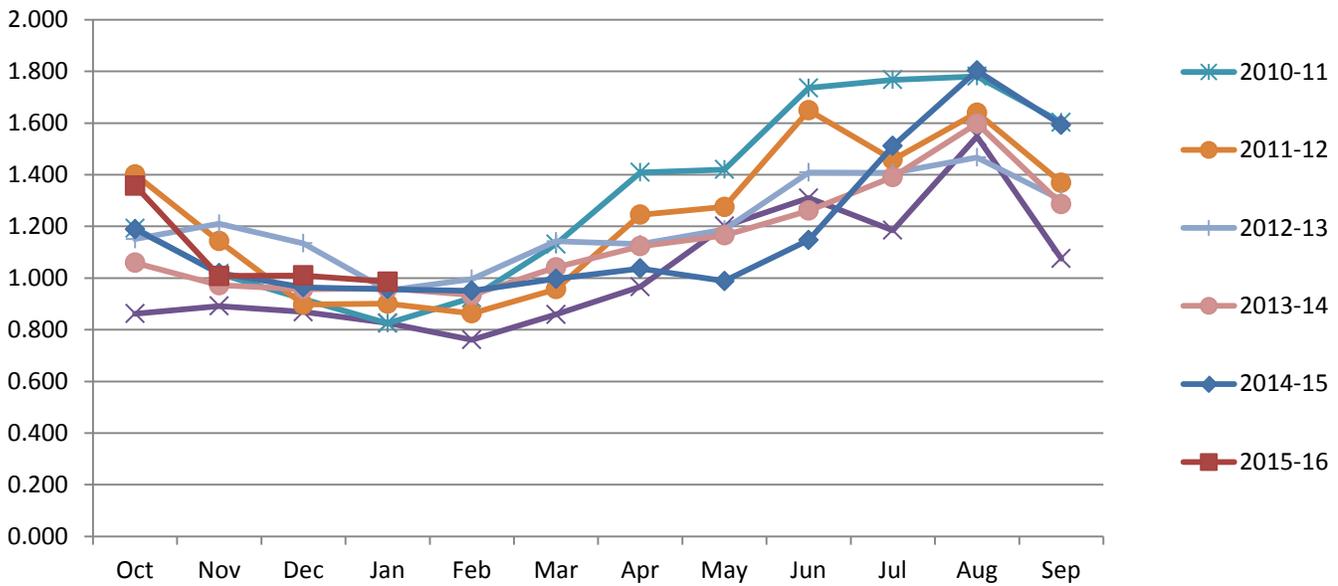
Special Comments:

<b>2014/15 vs. 2015/16 Comparison</b>	<b>Thru Jan 31 FY 2014/15</b>	<b>Thru Jan 31 FY 2015/16</b>	<b>Increase (Decrease)</b>
<b><u>STREET PATCHING</u></b>			
Tons of Asphalt Used	103	68	(35)
Number of Patches	706	970	264
Square Feet of Patches	8,271	6,435	(1,836)
Tons of Base Material Used	21	28	7
Repaint Intersection	0	6	6
Replace Reflective Buttons	0	0	0
<b><u>CRACK SEAL PROGRAM</u></b>			
Linear Feet of Crack Sealing	0	4,333	4,333
<b><u>LANDSCAPING ACTIVITIES</u></b>			
Worker Hours	548	433	(115)
<b><u>ROADSIDE MOWING</u></b>			
Miles Mowed	314	232	(82)
<b><u>TRAFFIC CONTROL</u></b>			
New Signs Installed	0	4	4
Signs Replaced	27	29	2
<b><u>DRAINAGE MAINTENANCE</u></b>			
Projects Completed	1	1	0
Linear Feet of Ditches Cleared	645	0	(645)
Culverts Cleared	11	0	(11)
<b><u>MISCELLANEOUS ACTIVITIES</u></b>			
Worker Hours on City Clean Up	376	232	(144)
Worker Hours on Burn Day	224	0	(224)
Worker Hours on Park Maint.	56	184	128
Worker Hours on X-Mas Lights	836	1,054	218
Worker Hours on Tree Trimming	762	497	(265)
Deer Pick Ups	40	44	4
Bldg. Maintenance Requests	17	11	(6)
Pool Operation & Maintenance (hrs)	32	12	(20)
Airport Maintenance (hrs)	200	132	(68)
Mowing Bar K Golf Course (hrs)	0	0	0
Assist Utility Department (hrs)	0	0	0
Assist CIP Projects (hrs)	302	0	(302)
Assist Plant Operations (hrs)	0	0	0
Assist Library (hrs)	0	7	7
Assist Effluent Department (hrs)	0	0	0
Assist Golf Courses (hrs)	208	496	288
Assist LVPD (hrs)	6	32	26
KLVB Projects (hrs)	0	16	16
Special Events (hrs)	112	126	14
<b><u>RECYCLE CENTER</u></b>			
Loads of Brush Collected	303	291	(12)
Wood Chipping (hrs)	256	312	56
Loads of Mulch Picked Up	37	53	16
Trash/Metal Collection (hrs)	32	46	14

**Average Daily Water Production (MGD)**  
**Water Plants 1 & 2 Combined**

	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	Capacity
<b>Oct</b>	0.862	1.193	1.401	1.151	1.059	1.189	1.358	3.0000
<b>Nov</b>	0.891	1.017	1.143	1.210	0.972	1.019	1.008	3.0000
<b>Dec</b>	0.869	0.919	0.897	1.134	0.957	0.964	1.010	3.0000
<b>Jan</b>	0.826	0.825	0.901	0.952	0.960	0.957	0.986	3.0000
<b>Feb</b>	0.761	0.923	0.863	0.996	0.934	0.951		3.0000
<b>Mar</b>	0.859	1.131	0.957	1.142	1.041	0.997		3.0000
<b>Apr</b>	0.966	1.409	1.245	1.131	1.123	1.037		3.0000
<b>May</b>	1.201	1.420	1.275	1.188	1.165	0.988		3.0000
<b>Jun</b>	1.310	1.736	1.649	1.409	1.261	1.147		3.0000
<b>Jul</b>	1.185	1.767	1.458	1.407	1.391	1.511		3.0000
<b>Aug</b>	1.548	1.781	1.640	1.467	1.598	1.803		3.0000
<b>Sep</b>	1.075	1.603	1.369	1.303	1.286	1.593		3.0000
<b>Totals</b>	12.353	15.724	14.798	14.490	13.747	14.156	4.362	36.000
<b>Daily Average</b>	1.029	1.310	1.233	1.208	1.146	1.180	1.091	3.000

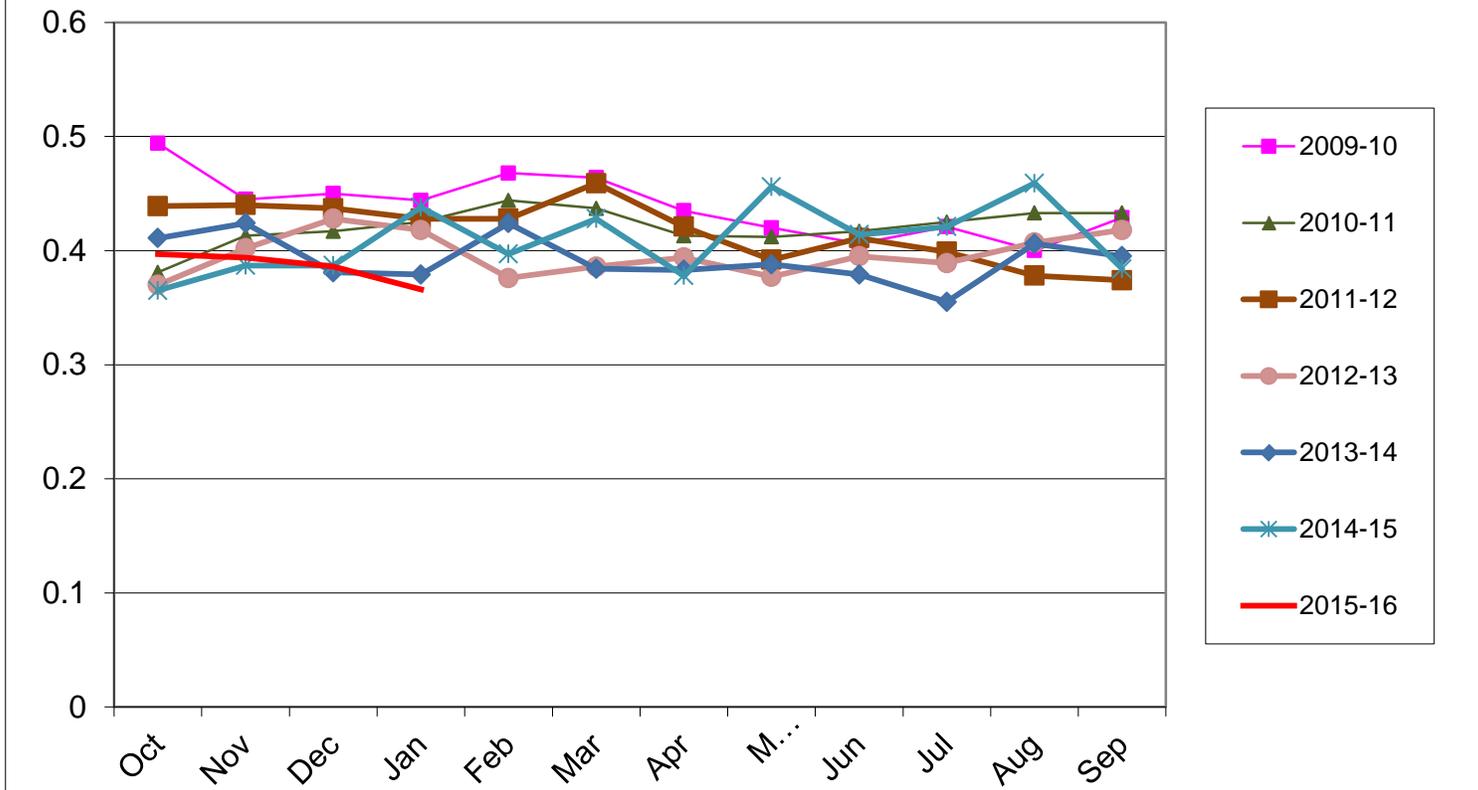
**Average Daily Water Production (MGD)**



**Average Daily Wastewater Treatment Flow  
(MGD)**

	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	Capacity
<b>Oct</b>	0.494	0.381	0.439	0.370	0.411	0.365	0.397	0.6000
<b>Nov</b>	0.445	0.413	0.440	0.402	0.424	0.387	0.394	0.6000
<b>Dec</b>	0.450	0.417	0.437	0.428	0.381	0.387	0.386	0.6000
<b>Jan</b>	0.444	0.425	0.428	0.418	0.379	0.438	0.366	0.6000
<b>Feb</b>	0.468	0.444	0.428	0.376	0.424	0.397		0.6000
<b>Mar</b>	0.464	0.437	0.459	0.386	0.384	0.428		0.6000
<b>Apr</b>	0.435	0.413	0.421	0.394	0.383	0.378		0.6000
<b>May</b>	0.420	0.412	0.392	0.377	0.388	0.456		0.6000
<b>Jun</b>	0.406	0.417	0.411	0.395	0.379	0.414		0.6000
<b>Jul</b>	0.421	0.425	0.399	0.389	0.355	0.421		0.6000
<b>Aug</b>	0.400	0.433	0.378	0.407	0.406	0.459		0.6000
<b>Sep</b>	0.429	0.433	0.374	0.418	0.395	0.384		0.6000
<b>Totals</b>	5.276	5.050	5.006	4.760	4.709	4.914		7.200
<b>Daily Average</b>	0.440	0.421	0.417	0.397	0.392	0.410		0.600

**Wastewater Treatment Flows (MGD)**



**Utility Monthly Report 2015/16**

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Totals
Number of Water Taps	5	4	0	0									9
Linear Feet of Water Extensions (incl. taps)	0	0	0	0									0
Number of Sewer Taps	5	3	1	0									9
Linear Feet of Sewer Extensions (incl. taps)	0	0	0	0									0
Meter Change Outs	2	1	3	1									7
Register Change Outs	91	100	163	158									512
Turn Ons/Offs	23	32	27	18									100
Disconnects for Nonpayment	26	56	32	23									137
Meter Reads Only	18	26	26	22									92
Re-Reads	11	19	21	28									79
Consumption Reports	32	17	26	15									90
3 Day Temporary Connects	0	1	0	1									2
Check for Leaks	0	0	5	2									7
Reinstates	21	46	32	19									118
Number of Water Leaks (including blue poly)	7	1	1	1									10
Number of Blue Poly Leaks	1	0	0	1									2
Sewer Line Breaks	0	0	1	0									1
Sewer Stoppages	1	0	0	3									4
Linear Feet of Sewer Rodding	0	0	0	0									0
Linear Feet of Camera Work	0	0	0	0									0
CIP Water Extensions (linear feet)	0	0	0	1900									1,900
CIP Sewer Extensions (linear feet)	2,500	0	0	0									2,500
CIP Meter Replacements	0	0	0	0									0
CIP Fire Hydrant Replacements	0	0	0	0									0
Jonestown Pump & Haul Loads	0	0	0	0									0
New Meter Sets in Tessera (Added Oct 2015)	6	4	0	0									10

Utility Department Monthly Report Previous Year Comparison	Thru Jan 31 2015		Thru Jan 31 2016		Increase (Decrease)
Number of Water Taps	11		9		(2)
Linear Feet of Water Extensions (incl. taps)	0		0		0
Number of Sewer Taps	11		9		(2)
Linear Feet of Sewer Extensions (incl. taps)	0		0		0
Meter Change Outs	12		7		(5)
Register Change Outs	289		512		223
Turn Ons/Offs	88		100		12
Disconnects for Nonpayment	91		137		46
Meter Reads Only	75		92		17
Re-Reads	186		79		(107)
Consumption Reports	34		90		56
3 Day Temporary Connects	1		2		1
Check for Leaks	2		7		5
Reinstates	78		118		40
Number of Water Leaks (including blue poly)	17		10		(7)
Number of Blue Poly Leaks	0		2		2
Sewer Line Breaks	8		1		(7)
Sewer Stoppages	4		4		0
Linear Feet of Sewer Rodding	0		0		0
Linear Feet of Camera Work	0		0		0
CIP Water Extensions (linear feet)	3,700		1,900		(1,800)
CIP Sewer Extensions (linear feet)	10,600		2,500		(8,100)
CIP Meter Replacements	0		0		0
CIP Fire Hydrant Replacements	0		0		0
Jonestown Pump & Haul Loads	263		0		(263)
New Meter Sets in Tessera (Added Oct 2015)	0		10		10

**City Of Lago Vista**  
**City Council Water & Wastewater Report**  
**January 2016**



Combined Water Production	Month Summary
Raw Water Total	31.808 MG
Production Total	30.558 MG
Efficiency	96%
Highest Daily Production	1.164 MGD
Average Daily Production	0.986 MGD
Lowest Daily Production	0.778 MGD
Water Plant 1	Month Summary
Raw Water Total	23.659 MG
Production Total	22.955 MG
Efficiency	97%
Highest Daily Production	0.925 MGD
Average Daily Production	0.740 MGD
Lowest Daily Production	0.582 MGD
Water Plant 2	Month Summary
Raw Water Total	8.149 MG
Production Total	7.603 MG
Efficiency	93%
Highest Daily Production	0.334 MGD
Average Daily Production	0.245 MGD
Lowest Daily Production	0.100 MGD
Water Plant 3	Month Summary
Raw Water Total	
Production Total	
Efficiency	
Highest Daily Production	
Average Daily Production	
Lowest Daily Production	
Waste Water Treatment Plant	Month Summary
Treated Total	11.356 MG
Highest Daily Treated	0.445 MGD
Average Daily Treated	0.366 MGD
Lowest Daily Treated	0.290 MGD
Effluent Disposal	Month Summary
Total Permit Disposal	8.377 MG
Lago Vista Golf Course Permit	4.397 MG
Cedar Breaks Permit	3.980 MG
Bar-K Golf Course Permit	0.000 MG
Lake Water To Pond 17	0.000 MG
Lago Vista Golf Course Usage	4.397 MG

Future

# City Of Lago Vista

## City Council Water & Wastewater Report

### January 2016



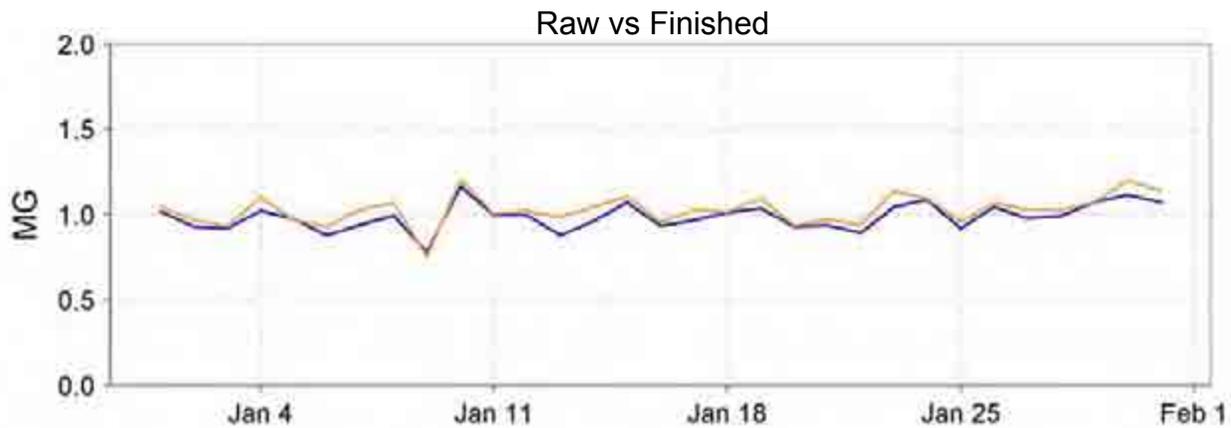
Combined Water Production	12 Month Summary
Raw Water Total	458.600 MG
Production Total	438.441 MG
Efficiency	96%
Highest Daily Production	2.307 MGD
Average Daily Production	1.201 MGD
Lowest Daily Production	0.718 MGD
Water Plant 1	12 Month Summary
Raw Water Total	343.575 MG
Production Total	331.160 MG
Efficiency	96%
Highest Daily Production	1.760 MGD
Average Daily Production	0.907 MGD
Lowest Daily Production	0.519 MGD
Water Plant 2	12 Month Summary
Raw Water Total	115.025 MG
Production Total	107.281 MG
Efficiency	93%
Highest Daily Production	0.602 MGD
Average Daily Production	0.294 MGD
Lowest Daily Production	-0.038 MGD
Water Plant 3	12 Month Summary
Raw Water Total	
Production Total	
Efficiency	
Highest Daily Production	
Average Daily Production	
Lowest Daily Production	
Waste Water Treatment Plant	12 Month Summary
Treated Total	148.533 MG
Highest Daily Treated	0.834 MGD
Average Daily Treated	0.407 MGD
Lowest Daily Treated	0.181 MGD
Effluent Disposal	12 Month Summary
Total Permit Disposal	159.907 MG
Lago Vista Golf Course Permit	86.177 MG
Cedar Breaks Permit	73.722 MG
Bar-K Golf Course Permit	0.008 MG
Lake Water To Pond 17	0.006 MG
Lago Vista Golf Course Usage	86.183 MG

Future

# January 2016

## Combined Water Production

## Month Details



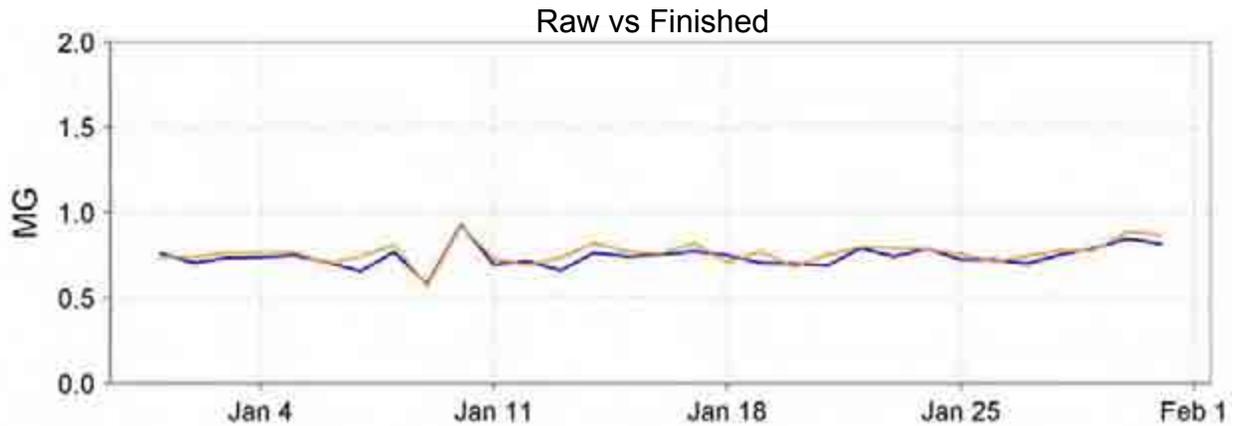
Date	WP1 Raw	WP2 Raw	Combined Raw	WP1 Finished	WP2 Finished	Combined Finished
01/01/16	0.740	0.304	1.044	0.761	0.259	1.020
01/02/16	0.737	0.233	0.970	0.706	0.224	0.930
01/03/16	0.766	0.164	0.930	0.735	0.183	0.918
01/04/16	0.763	0.337	1.100	0.740	0.284	1.024
01/05/16	0.767	0.198	0.965	0.749	0.227	0.976
01/06/16	0.703	0.226	0.929	0.709	0.169	0.878
01/07/16	0.742	0.288	1.030	0.657	0.282	0.939
01/08/16	0.810	0.257	1.067	0.767	0.227	0.994
01/09/16	0.569	0.186	0.755	0.582	0.196	0.778
01/10/16	0.918	0.283	1.201	0.925	0.239	1.164
01/11/16	0.730	0.272	1.002	0.699	0.299	0.998
01/12/16	0.695	0.329	1.024	0.716	0.282	0.998
01/13/16	0.734	0.250	0.984	0.659	0.217	0.876
01/14/16	0.821	0.223	1.044	0.764	0.201	0.965
01/15/16	0.771	0.332	1.103	0.744	0.327	1.071
01/16/16	0.756	0.198	0.954	0.752	0.183	0.935
01/17/16	0.822	0.203	1.025	0.772	0.195	0.967
01/18/16	0.707	0.309	1.016	0.748	0.263	1.011
01/19/16	0.773	0.320	1.093	0.704	0.334	1.038
01/20/16	0.682	0.253	0.935	0.701	0.226	0.927
01/21/16	0.753	0.217	0.970	0.691	0.245	0.936
01/22/16	0.797	0.144	0.941	0.792	0.100	0.892
01/23/16	0.792	0.346	1.138	0.741	0.305	1.046
01/24/16	0.783	0.312	1.095	0.788	0.297	1.085
01/25/16	0.758	0.201	0.959	0.725	0.194	0.919
01/26/16	0.711	0.358	1.069	0.723	0.322	1.045
01/27/16	0.747	0.284	1.031	0.701	0.278	0.979
01/28/16	0.777	0.248	1.025	0.755	0.238	0.993
01/29/16	0.778	0.294	1.072	0.789	0.280	1.069
01/30/16	0.886	0.312	1.198	0.847	0.271	1.118
01/31/16	0.870	0.268	1.138	0.816	0.256	1.072

Total (MG)	23.659	8.149	31.808	22.955	7.603	30.558
High (MG)	0.918	0.358	1.201	0.925	0.334	1.164
Avg (MG)	0.763	0.263	1.026	0.740	0.245	0.986
Low (MG)	0.569	0.144	0.755	0.582	0.100	0.778

# January 2016

Water Plant 1

Month Details

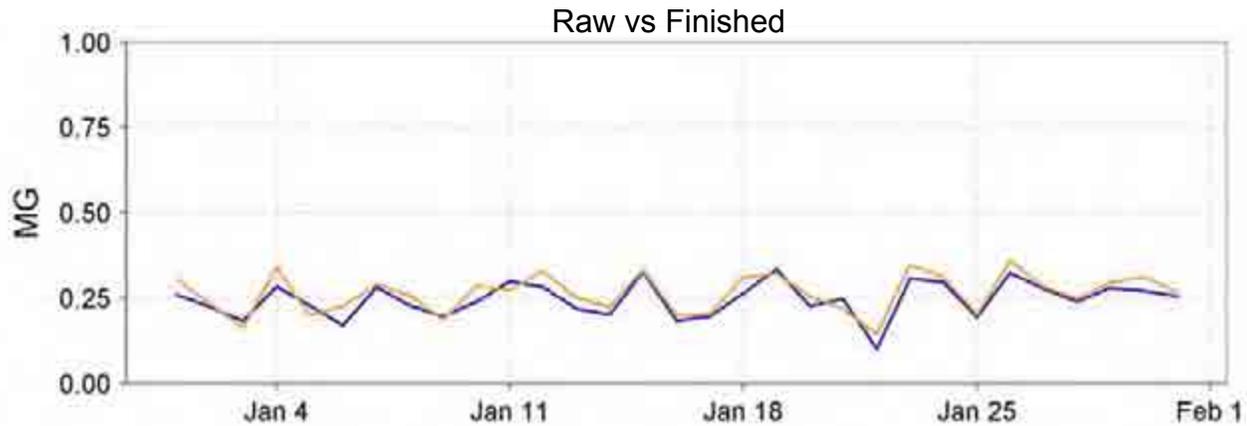


Date	WP1 Raw	WP1 Clarifier A	WP1 Clarifier B	WP1 Finished	WP1 Process Loss	Efficiency
01/01/16	0.740	0.387	0.353	0.761	-0.021	103%
01/02/16	0.737	0.383	0.354	0.706	0.032	96%
01/03/16	0.766	0.399	0.367	0.735	0.031	96%
01/04/16	0.763	0.377	0.386	0.740	0.024	97%
01/05/16	0.767	0.387	0.381	0.749	0.019	98%
01/06/16	0.703	0.364	0.339	0.709	-0.006	101%
01/07/16	0.742	0.383	0.359	0.657	0.085	89%
01/08/16	0.810	0.420	0.391	0.767	0.043	95%
01/09/16	0.569	0.298	0.271	0.582	-0.014	102%
01/10/16	0.918	0.477	0.441	0.925	-0.007	101%
01/11/16	0.730	0.378	0.353	0.699	0.031	96%
01/12/16	0.695	0.361	0.334	0.716	-0.020	103%
01/13/16	0.734	0.411	0.324	0.659	0.075	90%
01/14/16	0.821	0.423	0.398	0.764	0.057	93%
01/15/16	0.771	0.397	0.374	0.744	0.028	96%
01/16/16	0.756	0.399	0.358	0.752	0.005	99%
01/17/16	0.822	0.428	0.394	0.772	0.051	94%
01/18/16	0.707	0.366	0.342	0.748	-0.041	106%
01/19/16	0.773	0.402	0.370	0.704	0.068	91%
01/20/16	0.682	0.355	0.327	0.701	-0.019	103%
01/21/16	0.753	0.396	0.357	0.691	0.061	92%
01/22/16	0.797	0.426	0.371	0.792	0.005	99%
01/23/16	0.792	0.413	0.378	0.741	0.051	94%
01/24/16	0.783	0.407	0.376	0.788	-0.004	101%
01/25/16	0.758	0.392	0.366	0.725	0.032	96%
01/26/16	0.711	0.370	0.340	0.723	-0.012	102%
01/27/16	0.747	0.388	0.359	0.701	0.046	94%
01/28/16	0.777	0.403	0.374	0.755	0.022	97%
01/29/16	0.778	0.403	0.375	0.789	-0.012	101%
01/30/16	0.886	0.460	0.425	0.847	0.039	96%
01/31/16	0.870	0.452	0.418	0.816	0.055	94%
Total (MG)	23.659	12.305	11.355	22.955	0.704	97%
High (MG)	0.918	0.477	0.441	0.925		
Avg (MG)	0.763	0.397	0.366	0.740		
Low (MG)	0.569	0.298	0.271	0.582		

# January 2016

Water Plant 2

Month Details



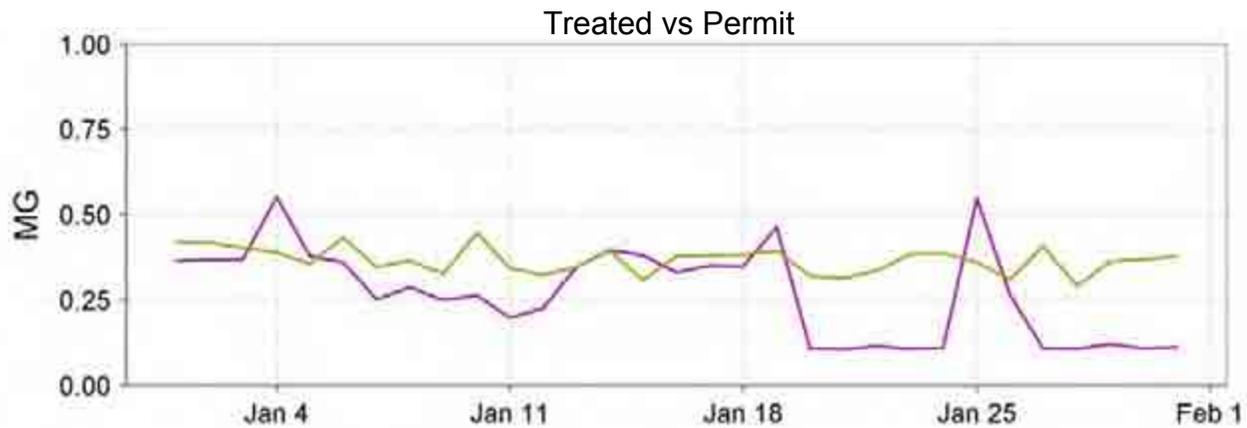
Date	WP2 Raw	To Lohmans	To Golfball	From Golfball	WP2 Finished	WP2 Process Loss	Efficiency
01/01/16	0.304	0.258	0.001	0.000	0.259	0.045	85%
01/02/16	0.233	0.224	0.000	0.000	0.224	0.009	96%
01/03/16	0.164	0.183	0.000	0.000	0.183	-0.019	112%
01/04/16	0.337	0.284	0.000	0.000	0.284	0.053	84%
01/05/16	0.198	0.227	0.000	0.000	0.227	-0.029	115%
01/06/16	0.226	0.169	0.000	0.000	0.169	0.057	75%
01/07/16	0.288	0.282	0.000	0.000	0.282	0.006	98%
01/08/16	0.257	0.227	0.000	0.000	0.227	0.030	88%
01/09/16	0.186	0.196	0.000	0.000	0.196	-0.010	105%
01/10/16	0.283	0.238	0.001	0.000	0.239	0.044	84%
01/11/16	0.272	0.299	0.000	0.000	0.299	-0.027	110%
01/12/16	0.329	0.282	0.000	0.000	0.282	0.047	86%
01/13/16	0.250	0.217	0.000	0.000	0.217	0.033	87%
01/14/16	0.223	0.201	0.000	0.000	0.201	0.022	90%
01/15/16	0.332	0.327	0.000	0.000	0.327	0.005	98%
01/16/16	0.198	0.183	0.000	0.000	0.183	0.015	92%
01/17/16	0.203	0.195	0.000	0.000	0.195	0.008	96%
01/18/16	0.309	0.262	0.001	0.000	0.263	0.046	85%
01/19/16	0.320	0.334	0.000	0.000	0.334	-0.014	104%
01/20/16	0.253	0.226	0.000	0.000	0.226	0.027	89%
01/21/16	0.217	0.245	0.000	0.000	0.245	-0.028	113%
01/22/16	0.144	0.100	0.000	0.000	0.100	0.044	69%
01/23/16	0.346	0.305	0.000	0.000	0.305	0.041	88%
01/24/16	0.312	0.297	0.000	0.000	0.297	0.015	95%
01/25/16	0.201	0.194	0.000	0.000	0.194	0.007	97%
01/26/16	0.358	0.330	0.000	0.008	0.322	0.036	90%
01/27/16	0.284	0.277	0.001	0.000	0.278	0.006	98%
01/28/16	0.248	0.238	0.000	0.000	0.238	0.010	96%
01/29/16	0.294	0.280	0.000	0.000	0.280	0.014	95%
01/30/16	0.312	0.271	0.000	0.000	0.271	0.041	87%
01/31/16	0.268	0.256	0.000	0.000	0.256	0.012	96%
Total (MG)	8.149	7.607	0.004	0.008	7.603	0.546	93%
High (MG)	0.358	0.334	0.001	0.008	0.334		
Avg (MG)	0.263	0.245	0.000	0.000	0.245		
Low (MG)	0.144	0.100	0.000	0.000	0.100		

# January 2016

Waste Water Treatment Plant

Effluent Disposal

Month Details

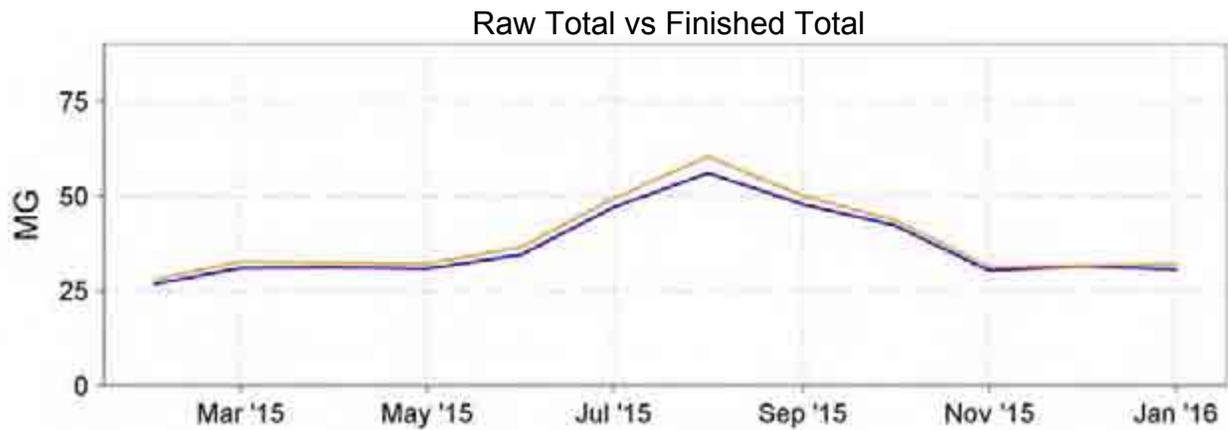


Date	WWTP Treated	Lake Water To Pond 17	Lago Golf Usage	Lago Golf Permit	Cedar Breaks Permit	Bar K Golf Permit	Permit Total
01/01/16	0.417	0.000	0.148	0.148	0.215	0.000	0.363
01/02/16	0.417	0.000	0.148	0.148	0.219	0.000	0.367
01/03/16	0.403	0.000	0.151	0.151	0.217	0.000	0.368
01/04/16	0.388	0.000	0.329	0.329	0.222	0.000	0.551
01/05/16	0.356	0.000	0.155	0.155	0.224	0.000	0.379
01/06/16	0.433	0.000	0.148	0.148	0.212	0.000	0.361
01/07/16	0.346	0.000	0.141	0.141	0.111	0.000	0.251
01/08/16	0.365	0.000	0.181	0.181	0.106	0.000	0.287
01/09/16	0.326	0.000	0.139	0.139	0.110	0.000	0.249
01/10/16	0.445	0.000	0.161	0.161	0.101	0.000	0.262
01/11/16	0.343	0.000	0.103	0.103	0.095	0.000	0.198
01/12/16	0.322	0.000	0.118	0.118	0.107	0.000	0.225
01/13/16	0.347	0.000	0.137	0.137	0.210	0.000	0.346
01/14/16	0.394	0.000	0.288	0.288	0.108	0.000	0.396
01/15/16	0.307	0.000	0.280	0.280	0.100	0.000	0.380
01/16/16	0.378	0.000	0.227	0.227	0.103	0.000	0.330
01/17/16	0.380	0.000	0.243	0.243	0.107	0.000	0.351
01/18/16	0.383	0.000	0.248	0.248	0.100	0.000	0.348
01/19/16	0.394	0.000	0.365	0.365	0.098	0.000	0.462
01/20/16	0.320	0.000	0.003	0.003	0.104	0.000	0.107
01/21/16	0.313	0.000	0.004	0.004	0.100	0.000	0.104
01/22/16	0.335	0.000	0.011	0.011	0.104	0.000	0.114
01/23/16	0.385	0.000	0.007	0.007	0.099	0.000	0.106
01/24/16	0.387	0.000	0.005	0.005	0.105	0.000	0.110
01/25/16	0.359	0.000	0.443	0.443	0.103	0.000	0.546
01/26/16	0.310	0.000	0.162	0.162	0.101	0.000	0.264
01/27/16	0.406	0.000	0.009	0.009	0.099	0.000	0.108
01/28/16	0.290	0.000	0.007	0.007	0.099	0.000	0.106
01/29/16	0.361	0.000	0.019	0.019	0.102	0.000	0.121
01/30/16	0.369	0.000	0.004	0.004	0.103	0.000	0.107
01/31/16	0.377	0.000	0.015	0.015	0.096	0.000	0.111
Total (MG)	11.356	0.000	4.397	4.397	3.980	0.000	8.377
High (MG)	0.445	0.000	0.443	0.443	0.224	0.000	0.551
Avg (MG)	0.366	0.000	0.142	0.142	0.128	0.000	0.270
Low (MG)	0.290	0.000	0.003	0.003	0.095	0.000	0.104

# January 2016

## Combined Water Production

## 12 Month Details

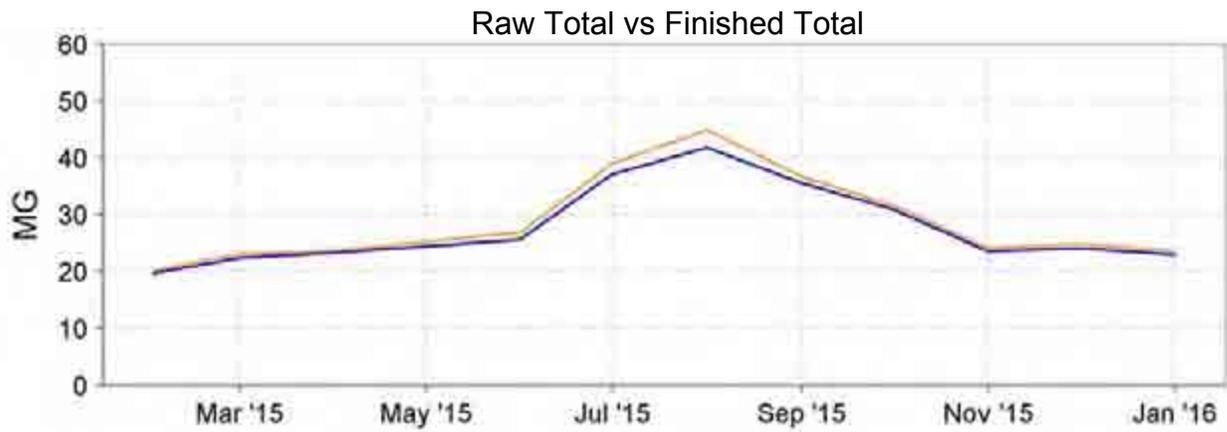


Date	WP1 Raw	WP2 Raw	Combined Raw	WP1 Finished	WP2 Finished	Combined Finished
Feb, 2015	20.266	7.608	27.874	19.702	6.920	26.622
Mar, 2015	23.092	9.434	32.526	22.365	8.548	30.913
Apr, 2015	23.601	8.662	32.263	23.303	7.822	31.125
May, 2015	25.159	6.828	31.987	24.358	6.280	30.638
Jun, 2015	26.821	9.604	36.425	25.632	8.793	34.425
Jul, 2015	38.951	10.201	49.152	37.076	9.772	46.848
Aug, 2015	44.907	15.401	60.308	41.828	14.052	55.880
Sep, 2015	36.644	13.257	49.901	35.449	12.332	47.781
Oct, 2015	31.535	11.960	43.495	30.918	11.194	42.112
Nov, 2015	24.094	7.134	31.228	23.470	6.764	30.234
Dec, 2015	24.846	6.787	31.633	24.105	7.201	31.305
Jan, 2016	23.659	8.149	31.808	22.955	7.603	30.558
Total (MG)	343.575	115.025	458.600	331.160	107.281	438.441
High (MG)	44.907	15.401	60.308	41.828	14.052	55.880
Avg (MG)	28.631	9.585	38.217	27.597	8.940	36.537
Low (MG)	20.266	6.787	27.874	19.702	6.280	26.622

# January 2016

Water Plant 1

12 Month Details

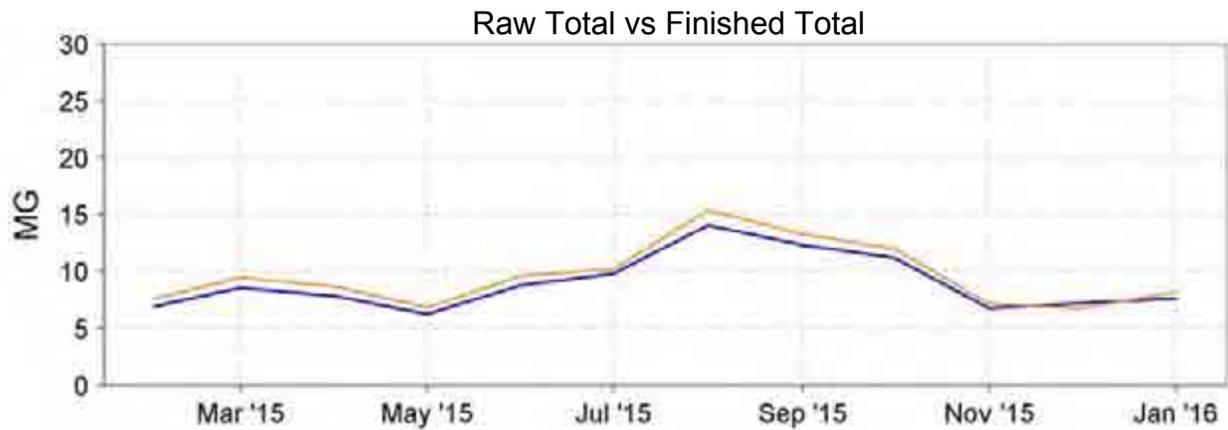


Date	WP1 Raw	WP1 Clarifier A	WP1 Clarifier B	WP1 Finished	WP1 Process Loss	Efficiency
Feb, 2015	20.266	11.717	8.548	19.702	0.563	97%
Mar, 2015	23.092	11.881	11.212	22.365	0.727	97%
Apr, 2015	23.601	12.345	11.256	23.303	0.298	99%
May, 2015	25.159	12.506	12.653	24.358	0.801	97%
Jun, 2015	26.821	12.945	13.876	25.632	1.189	96%
Jul, 2015	38.951	19.923	19.027	37.076	1.875	95%
Aug, 2015	44.907	22.601	22.306	41.828	3.079	93%
Sep, 2015	36.644	18.341	18.303	35.449	1.195	97%
Oct, 2015	31.535	15.656	15.878	30.918	0.617	98%
Nov, 2015	24.094	12.466	11.627	23.470	0.624	97%
Dec, 2015	24.846	12.856	11.991	24.105	0.742	97%
Jan, 2016	23.659	12.305	11.355	22.955	0.704	97%
<b>Total (MG)</b>	<b>343.575</b>	<b>175.543</b>	<b>168.032</b>	<b>331.160</b>	<b>12.416</b>	<b>96%</b>
High (MG)	44.907	22.601	22.306	41.828		
Avg (MG)	28.631	14.629	14.003	27.597		
Low (MG)	20.266	11.717	8.548	19.702		

# January 2016

Water Plant 2

12 Month Details



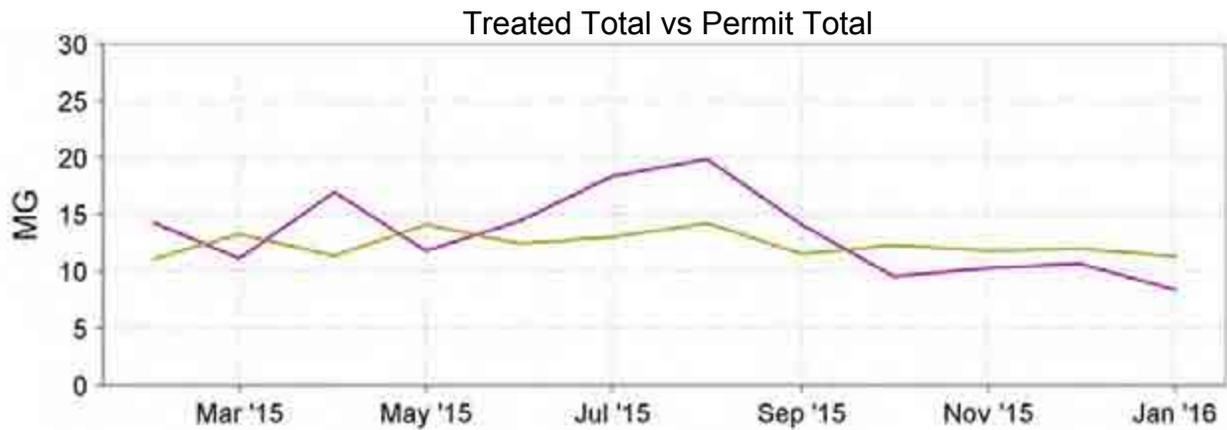
Date	WP2 Raw	To Lohmans	To Golfball	From Golfball	WP2 Finished	WP2 Process Loss	Efficiency
Feb, 2015	7.608	6.925	0.007	0.012	6.920	0.688	91%
Mar, 2015	9.434	8.906	0.028	0.386	8.548	0.886	91%
Apr, 2015	8.662	7.912	0.008	0.098	7.822	0.840	90%
May, 2015	6.828	9.218	0.007	2.945	6.280	0.548	92%
Jun, 2015	9.604	9.480	0.013	0.700	8.793	0.811	92%
Jul, 2015	10.201	11.905	0.012	2.145	9.772	0.429	96%
Aug, 2015	15.401	14.847	0.019	0.814	14.052	1.349	91%
Sep, 2015	13.257	12.560	0.012	0.240	12.332	0.925	93%
Oct, 2015	11.960	11.408	0.010	0.224	11.194	0.766	94%
Nov, 2015	7.134	7.417	0.012	0.665	6.764	0.370	95%
Dec, 2015	6.787	7.769	0.003	0.571	7.201	-0.414	106%
Jan, 2016	8.149	7.607	0.004	0.008	7.603	0.546	93%
Total (MG)	115.025	115.954	0.135	8.808	107.281	7.744	93%
High (MG)	15.401	14.847	0.028	2.945	14.052		
Avg (MG)	9.585	9.663	0.011	0.734	8.940		
Low (MG)	6.787	6.925	0.003	0.008	6.280		

# January 2016

Waste Water Treatment Plant

Effluent Disposal

12 Month Details

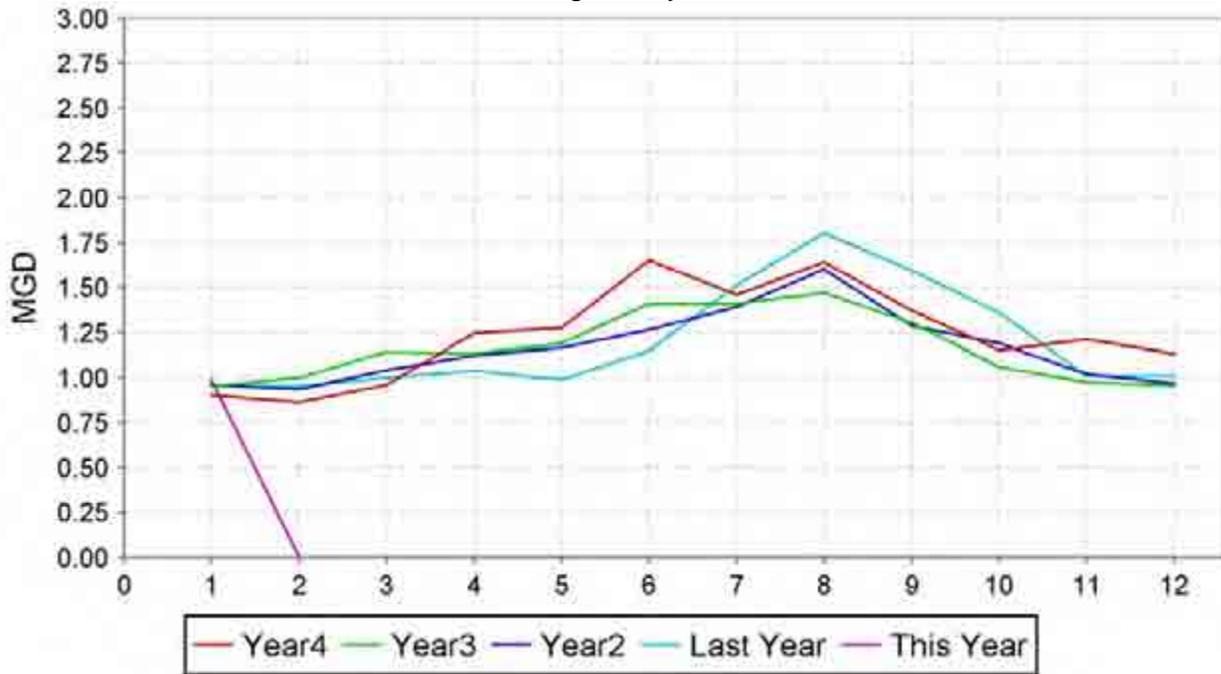


Date	WWTP Treated	Lake Water To Pond 17	Lago Golf Usage	Lago Golf Permit	Cedar Breaks Permit	Bar K Golf Permit	Permit Total
Feb, 2015	11.113	0.000	3.125	3.125	11.177	0.000	14.302
Mar, 2015	13.269	0.000	2.475	2.475	8.644	0.000	11.119
Apr, 2015	11.352	0.000	6.331	6.331	10.630	0.000	16.961
May, 2015	14.129	0.000	2.791	2.791	8.999	0.008	11.798
Jun, 2015	12.424	0.006	7.995	7.990	6.457	0.000	14.447
Jul, 2015	13.051	0.000	12.031	12.031	6.362	0.000	18.393
Aug, 2015	14.227	0.000	14.899	14.899	4.966	0.000	19.865
Sep, 2015	11.534	0.000	14.096	14.096	0.000	0.000	14.096
Oct, 2015	12.295	0.000	9.557	9.557	0.000	0.000	9.557
Nov, 2015	11.831	0.000	4.462	4.462	5.835	0.000	10.297
Dec, 2015	11.952	0.000	4.022	4.022	6.672	0.000	10.694
Jan, 2016	11.356	0.000	4.397	4.397	3.980	0.000	8.377
Total (MG)	148.533	0.006	86.183	86.177	73.722	0.008	159.907
High (MG)	14.227	0.006	14.899	14.899	11.177	0.008	19.865
Avg (MG)	12.378	0.000	7.182	7.181	6.144	0.001	13.326
Low (MG)	11.113	0.000	2.475	2.475	0.000	0.000	8.377



# January 2016

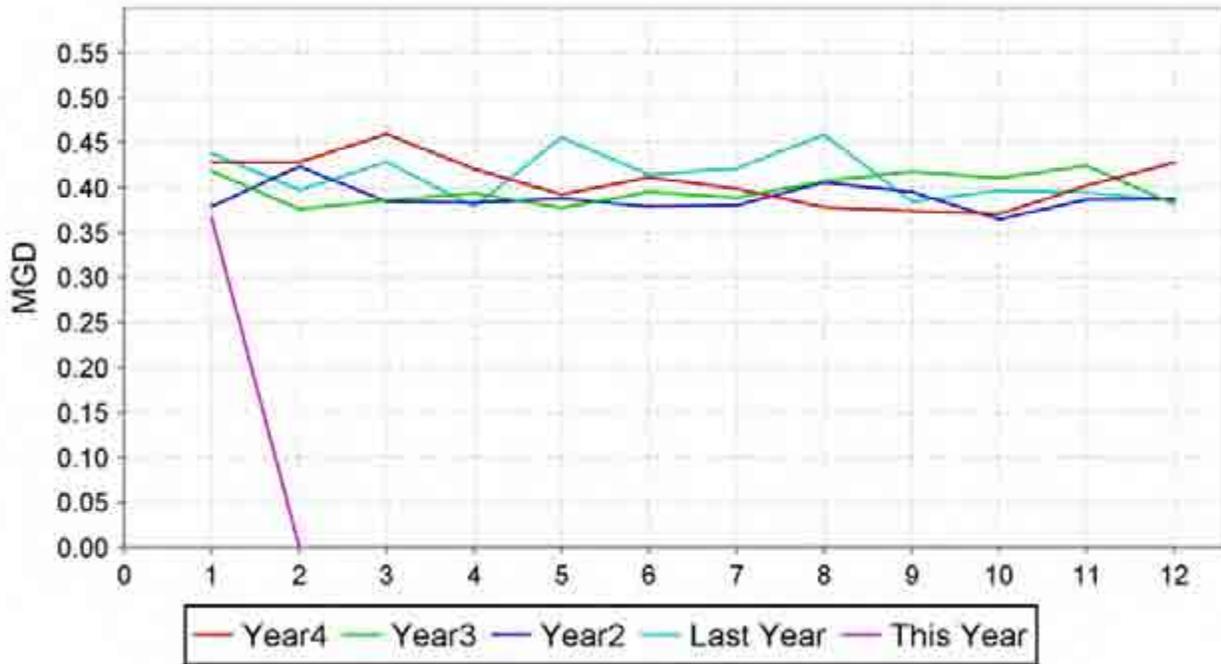
5 Year Average Daily Production Flow



Month	Year - 4	Year - 3	Year - 2	Last Year	This Year
1	0.901	0.952	0.960	0.957	0.986
2	0.864	0.996	0.934	0.951	<N/A>
3	0.957	1.142	1.041	0.997	<N/A>
4	1.245	1.131	1.123	1.037	<N/A>
5	1.275	1.188	1.165	0.988	<N/A>
6	1.649	1.409	1.261	1.147	<N/A>
7	1.458	1.407	1.391	1.511	<N/A>
8	1.640	1.467	1.598	1.803	<N/A>
9	1.369	1.303	1.286	1.593	<N/A>
10	1.151	1.059	1.189	1.358	<N/A>
11	1.210	0.972	1.019	1.008	<N/A>
12	1.134	0.957	0.964	1.010	<N/A>

High (MGD)	1.649	1.467	1.598	1.803	0.986
Avg (MGD)	1.238	1.165	1.161	1.197	
Low (MGD)	0.864	0.952	0.934	0.951	0.986

5 Year Average Daily Effluent Flow



Month	Year - 4	Year - 3	Year - 2	Last Year	This Year
1	0.428	0.418	0.379	0.438	0.366
2	0.428	0.376	0.423	0.397	<N/A>
3	0.459	0.386	0.384	0.428	<N/A>
4	0.421	0.394	0.383	0.378	<N/A>
5	0.392	0.377	0.388	0.456	<N/A>
6	0.411	0.395	0.379	0.414	<N/A>
7	0.399	0.389	0.380	0.421	<N/A>
8	0.378	0.407	0.406	0.459	<N/A>
9	0.374	0.418	0.395	0.384	<N/A>
10	0.370	0.411	0.365	0.397	<N/A>
11	0.402	0.424	0.387	0.394	<N/A>
12	0.428	0.381	0.387	0.386	<N/A>

High (MGD)	0.459	0.424	0.423	0.459	0.366
Avg (MGD)	0.408	0.398	0.388	0.413	
Low (MGD)	0.370	0.376	0.365	0.378	0.366

**MEETING DATE: February 18, 2016**

**AGENDA ITEM: Reports/Minutes from City Boards, Committees and Commissions**

**Comments:**

- a. September 22, 2015 Board of Adjustment regular meeting minutes
- b. October 1, 2015 Planning and Zoning Commission minutes
- c. November 18, 2015 Airport Advisory Board minutes.
- d. November 20, 2015 Comprehensive Plan Advisory Committee minutes
- e. December 10, 2015 Planning and Zoning Commission minutes
- f. January 12, 2016 Golf Course Advisory Committee minutes
- g. January 14, 2016 Keep Lago Vista Beautiful minutes

**Motion by:** \_\_\_\_\_

**Seconded by:** \_\_\_\_\_

**Content of Motion:** \_\_\_\_\_

\_\_\_\_\_

**Vote: Raley** \_\_\_\_\_ ; **Shoumaker** \_\_\_\_\_ ; **Tidwell** \_\_\_\_\_ ; **R. Smith** \_\_\_\_\_ ;

**Mitchell** \_\_\_\_\_ ; **S. Smith** \_\_\_\_\_ ; **Cox** \_\_\_\_\_

**Motion Carried: Yes** \_\_\_\_\_ ; **No** \_\_\_\_\_

**Minutes of Meeting  
City of Lago Vista  
Board of Adjustment**

**Date of Meeting:** 9/22/2015.

**Members Present:** Jim Speckmann, Bob Graff, Michael Hurosky, Michael Gray, and Bill Selph.

**Others Present:** Development Services Director David Harrell and Development Services Administrative Assistant Sherry McCurdy.

Michael Gray called the meeting to order at 3:06 PM.

**ELECTION OF CHAIRMAN FOR THE REMAINDER OF 2015**

On a motion by Jim Speckmann and seconded Bob Graff, the Board unanimously elected Michael Gray as Chair.

**PUBLIC COMMENTS FOR NON-HEARING RELATED ITEMS**

There were no public comments.

**CONSIDER APPROVAL OF FOLLOWING MINUTES:**

A. July 29, 2015

On a motion by Jim Speckmann and seconded Bill Selph, the Minutes were unanimously approved.

1. **ZON 1044** – Consideration of a Variance at 20625 Falcon St. (Lago Vista Country Club Estates Section 1 Amended Plat of Lots 105 & 107 Lot 107A) from Chapter 14, Exhibit A to allow a rear setback of 18 feet instead of 25 feet for a room addition to an existing home.

David Harrell gave his staff presentation and went over the information that was included in the Board of Adjustment Packet. He stated that granting the variance is recommended by Staff.

Applicant, Jeremy Sutton of 20625 Falcon Street, stated he had attempted to purchase the lots around him unsuccessfully. He complimented David Harrell's presentation.

David Harrell and Michael Gray thanked the applicant for his thorough submittal.

Members of the Board of Adjustment, David Harrell, and Jeremy Sutton discussed topography, fencing, public notices, contractors, and possible precedence.

Public Hearing was opened and closed at 3:22 PM. No members of the public were present.

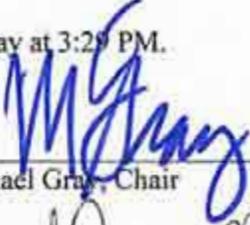
On a motion by Bob Graff and seconded by Jim Speckmann, the Board of Adjustment voted unanimously to approve, ZON 1044 – a Variance at 20625 Falcon St. (Lago Vista Country Club Estates Section 1 Amended Plat of Lots 105 & 107 Lot 107A) from Chapter 14, Exhibit A to allow a rear setback of 18 feet instead of 25 feet for a room addition to an existing home.

**BUSINESS ITEM**

There were no new business items presented.

**ADJOURNMENT**

The meeting was adjourned by Michael Gray at 3:29 PM.

  
\_\_\_\_\_  
Michael Gray, Chair

  
\_\_\_\_\_  
Sherry McCurdy, Administrative Assistant

On a motion by Jim Spedkman, seconded by Bob Graff,

The above foregoing instrument was passed and approved this 1<sup>st</sup> day of February, 2016.

MINUTES  
Thursday, October 1st, 2015 Regular Meeting  
Planning and Zoning Commission  
City of Lago Vista

Chair Tara Griffin called the meeting to order at 7:00 P.M. in the Council Chambers at the City Municipal Building, 5803 Thunderbird St., Lago Vista, Texas. Members present were Tara Griffin, Paul Smith, Andy White and Vernon Reher. Gary Zaleski, Richard Brown and Jim Moss were absent. City Manager Melissa Byrne-Vossmer, City Attorney Barbara Boulware-Wells, City Council Liaison Dale Mitchell, Development Services Director David Harrell and Development Services Secretary Sherry McCurdy were also present.

**PUBLIC COMMENTS FOR NON-HEARING RELATED ITEMS.**

There were no comments from the public for Non-Hearing Related Items.

**CONSIDERATION OF MINUTES:**

- A. September 10, 2015 Planning and Zoning Commission Regular Meeting.**
- B. September 14, 2015 Planning and Zoning Commission and Comprehensive Plan Advisory Committee Joint Special Meeting.**

On a motion by Vernon Reher, seconded by Paul Smith, the Planning and Zoning Commission voted unanimously to table the minutes until the next Planning and Zoning Commission Meeting.

**PUBLIC HEARING**

- 1. ZON 1045 – Recommendation of the Planning & Zoning Commission of a PDD Modification to Ordinance 13-06-06-02 (Montechino PDD) to allow for a name change; modify maximum lot coverage in Area 4 (Garden Homes); add permitted Uses to Area 5 (Commercial Parcels) and allow restaurants to have outdoor areas and restricting entertainment and/or musical groups performing to requirements of the noise ordinance; add permitted Uses to Area 6 (Residential Community Center); add a permitted Use in Area 7 (Open Space); and require improvements on specific sites in accordance with an approved Water Quality Master Plan.**

David Harrell gave a staff report from the material that had been previously provided to the Planning and Zoning Commission. The staff recommends approval of the modification request.

Applicant, Brian Atlas, gave explanation to the changes being requested. He explained some of the requests were a cleanup of verbiage in the original PDD. He expressed that he thought he had submitted more detail that was left out of the presentation.

David Harrell responded that anything the applicant had submitted was presented to the Commission. The items Mr. Atlas was referring to were presented after public notice had been made for the Public Hearing.

The Public Hearing was opened at 7:14 PM.

Dorothy Gudgell, property owner in Lakeshore Ranch and Marshalls Harbor spoke in opposition of the PDD Amendment.

The Public Hearing was closed at 7:16 PM.

The members of the Planning and Zoning Commission, David Harrell, Brian Atlas and Dale Mitchell discussed live music, previous developer, past history of Montechino, green space, and impervious cover.

Paul Smith had a question from materials that Dorothy Gudgell provided to the City before the meeting, which the City had passed out to the Commission, regarding an agreement between the applicant and herself.

Tara Griffin asked that the question be directed to the City Attorney, Barbara Boulware-Wells.

Barbara Boulware-Wells stated that the Planning and Zoning Commission is not the forum for the underlying legal issues to be judged. The Planning and Zoning Commission is tasked with deciding if the PDD meets the requirements and/or the guidance documents and does anything run outside of the requirements. The Planning and Zoning Commission decision needs to be based on these facts of the PDD Amendment request and not on legal issues. The City Council members are the ones that ultimately make the decisions on the legal issues.

The Public Hearing was closed at 7:18 PM.

On a motion by Tara Griffin and seconded by Andy White, the Planning & Zoning Commission voted unanimously to recommend to City Council a PDD Modification to Ordinance 13-06-06-02 (Montechino PDD) to allow for a name change and modify maximum lot coverage in Area 4 (Garden Homes); add permitted Uses to Area 5 (Commercial Parcels) and allow restaurants to have outdoor areas and restricting entertainment and/or musical groups performing to requirements of the noise ordinance; add permitted Uses to Area 6 (Residential Community Center); add a permitted Use in Area 7 (Open Space); require improvements on specific sites in accordance with an approved Water Quality Master Plan.

## WORKSHOP

1. Discussion of Code Changes to Chapter 10 (Subdivision Ordinance).

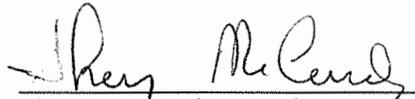
Tara Griffin stated a special meeting is going to be scheduled to discuss the Subdivision Ordinance.

## FUTURE AGENDA ITEMS

There were no Future Agenda Items,

On a motion by Vernon Reher and seconded by Paul Smith, the Planning & Zoning Commission meeting adjourned at 7:32 PM.

  
\_\_\_\_\_  
Tara Griffin, Chair

  
\_\_\_\_\_  
Sherry McCurdy, Development Services Secretary

On a motion by Paul Smith, seconded by Vernon Reher, the foregoing instrument was passed and approved this 28th day of January, 2016.

**City of Lago Vista**  
**Airport Advisory Board (AAB)**  
**Minutes of Regular Meeting**  
**November 18, 2015**

Board Members Present: Don Barthlow (Chairman),  
Baron Carter,  
Linda Bush Warren,  
Kris Dehnel,  
Mike Hurosky

Also present: Dale Mitchell, Mayor  
David Harrell, Development Services Director  
Four members of the public

Call to Order: The scheduled meeting of the Airport Advisory Board (AAB) was called to order at 7:00 PM with a quorum of Board members present in the Council Chambers, City Hall, 5803 Thunderbird St., Lago Vista, TX on Wednesday, November 18, 2015 by Chairman Don Barthlow.

Following the published Agenda:

1. Public Comments for Non-Hearing Related Items

During the public comments section, a representative from PSC Engineering was introduced to the Board.

2. Consent Agenda - Approval of the Prior Minutes

Approval of the September 30, 2015 regular meeting minutes was moved by Ms. Warren and seconded by Mr. Carter. The motion passed without dissent.

3. Staff Update: - Mr. Harrell

a. Obstructions Limiting Instrument Landing Procedures.

Mr. Harrell reported that the City is coordinating with a surveyor to identify trees that need to be topped on the land owned by the U.S. Fish and Wildlife Service (FWS). Although the topping of these trees has not been budgeted, the fifty percent (50%) matching RAMP funds from the Texas Department of Transportation (TXDOT) can be used to reimburse the City in the next fiscal year.

b. Update to the 2008 Comprehensive Master Plan.

Mr. Harrell reviewed the timeline and results of the recent Comprehensive Plan Advisory Committee (CPAC) and Town Hall meetings. Resulting from these meetings and related surveys, the Consultants have recommended the following:

- i. Four areas to develop further, generally south of Boggy Ford Road
- ii. Four areas to avoid development, generally north of Bar-K Ranch Road

The effects on the Airport should be delineated interactively with the future Airport Action Plan (AAP).

c. Airport Improvements.

- i. Mr. Harrell reported that a bid review meeting was held on October 6, 2015 by TXDOT. Four bids from Trinity, Cox, Chasco, and Lone Wolf were received for a \$600,000 budget.
- ii. TXDOT has recommended that repair work use concrete instead of asphalt. The resulting cost increase in materials is \$24,153, of which the City contributes \$1,207.50 and the Rusty Allen Airport Property Owners' Association (RAAPOA) contributes \$1,207.50. The final fixed bid of approximately \$624,153 for construction cost was authorized by City Administration.

d. Airport Action Plan (AAP)

- i. Mr. Harrell noted that direct activity on the AAP has been on hold pending the outcome of the approval of federal money to cover the TXDOT ninety percent (90%).
- ii. Per the schedule previously reported, the TXDOT committee approved the grant project for the AAP revision.
- iii. A new resolution is now needed by the City Council to appropriate the remaining \$72,000 of the \$80,000 contract for revising the AAP. The initial \$8,000 was authorized on September 29.
- iv. Plans are to start the Request for Qualifications (RFQ) process in early December for consultants to complete their application information. This process usually takes 30-45 days.
- v. After consultant applications are received, the Selection Committee will rate and review the prospects.
- vi. Drafting on the Plan may start 6-9 months after selection (schedule is under State control).

4. Business Items

a. RAAPOA Update.

Mr. Barthlow announced the April 9, 2016 RAAPOA Annual Meeting, to be held in Rex Womble's hangar.

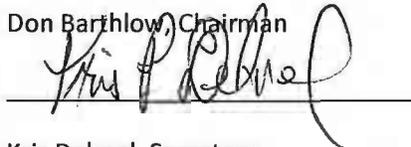
- b. Discussion of AAB Member Issues.
  - i. The subject of brush clearing around the south end of the Airport was raised. Mr. Harrell expected the City to begin clearing brush to improve the appearance, reduce fire danger, and mitigate sight restrictions for the road intersections.
  - ii. Further discussion was held regarding helicopter operations at night at the Airport and the resulting safety implications.
- c. Mr. Harrell provided an update on the selection of a new fuel vendor for the Airport. He noted that the City was preparing an RFQ for potential vendors, and requested example contracts with other fuel purveyors. He also noted that the fuel facilities are not owned by the City, which requires the vendor to supply the facilities and equipment.
- d. The date for next AAB Meeting was established to be Wednesday, January 20, 2016.

5. Adjournment

Chairman Barthlow called for a motion to adjourn at 7:38 PM. This was so moved by Ms. Warren and seconded by Mr. Carter. The vote carried and that concluded the meeting.



Don Barthlow, Chairman



Kris Dehnel, Secretary

On a motion by BRAUN CARTER, seconded by LINDA BUSH WARREN the above and foregoing instrument was passed and approved this 20th day of January, 2016.

MINUTES  
Friday, November 20th, 2015 Special Meeting  
Comprehensive Plan Advisory Committee (CPAC)  
City of Lago Vista

Dale Mitchell, Chair, called the meeting to order at 1:09 P.M. in the Conference Room at the City Library located at 5803 Thunderbird St., Suite 40, Lago Vista, Texas.

Members of the CPAC present were Chairman Dale Mitchell, Jim Moss, Secretary David Harrell, Vicki Wood, Keith Billington, Don Barthlow, and David Carroll. Members of the CPAC that were absent were Ron Smith, Darren Webb, Gary Zaleski, Doug Casey, Melissa Byrne-Vossmer, and Tara Griffin

**APPROVAL OF OCTOBER 29, 2015 MINUTES**

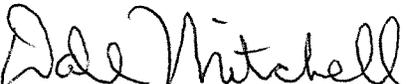
On a motion by Dale Mitchell, seconded by David Carroll, the Committee unanimously approved the Minutes with the correction of adding Don Barthlow as an attendee at the meeting.

**BUSINESS ITEM**

The Chair opened the item and turned the presentation over to David Harrell. He stated to the CPAC that several example questionnaires were placed at each CPAC members' location. The questionnaires were constructed by CPAC Members Jim Moss, Vicki Wood, David Carroll, and our Consultants to assist in composing additional questions for the December online survey. Mr. Harrell also went through portions of the CPAC packet indicating that the Consultant's had portions of the questions constructed for this next month's online survey. Discussion and input was taken by Mr. Harrell from all members of the CPAC concerning the example questionnaires including additions, subtractions, and changes to these questions in order to incorporate into the December online survey.

Through continual interaction for the remaining time, the CPAC was able to provide notes to Mr. Harrell to begin construction of the new December online survey. He stated this information will be compiled into a final rough draft, sent to the Chair for review, and then sent to the Consultant for incorporation into the online survey for December.

The Chair adjourned the Comprehensive Plan Advisory Committee Meeting at 5:18 P.M.

  
\_\_\_\_\_  
Dale Mitchell, Chair  
  
\_\_\_\_\_  
David Harrell, Secretary

On a motion by Doug Casey, seconded by David Carroll,  
the above and foregoing instrument was passed and approved this 26th day of January, 2016.

MINUTES  
Thursday, December 10, 2015 Regular Meeting  
Planning and Zoning Commission  
City of Lago Vista

Vice-Chair Jim Moss called the meeting to order at 7:00 P.M. in the Council Chambers at the City Municipal Building, 5803 Thunderbird St., Lago Vista, Texas. Members present were Jim Moss, Paul Smith, Vernon Reher, Richard Brown and Gary Zaleski. Andy White and Tara Griffin were absent. City Council Liaison Rich Raley, Development Services Director David Harrell, City Attorney Paige Saenz and Development Services Administrative Assistant Sherry McCurdy were also present.

**PUBLIC COMMENTS FOR NON-HEARING RELATED ITEMS.**

There were no comments from the public for Non-Hearing Related Items.

**CONSIDERATION OF MINUTES:**

**A. October 1, 2015 Planning and Zoning Commission Regular Meeting.**

The minutes were tabled due to a lack of quorum present from the October meeting.

**B. November 10, 2015 Planning and Zoning Commission Regular Meeting.**

On a motion by Gary Zaleski and seconded by Paul Smith, the Planning and Zoning Commission unanimously approved the November 10, 2015 Planning and Zoning Commission Regular Meeting minutes.

**PUBLIC HEARING**

**1. Repeal and replacement of Chapter 10, Article 10.100**

David Harrell explained the areas that were highlighted indicating changes made since the last regular meeting.

Paige Saenz, David Harrell, Rich Raley and members of the Planning and Zoning Commission continued their discussion of the remaining Subdivision Ordinance.

The Public Hearing was opened at 8:35 PM. There was no public present.

The Public Hearing was closed at 8:36PM.

On a motion by Gary Zaleski and seconded by Vernon Reher, the Planning & Zoning Commission voted unanimously to recommend to City Council repealing and replacing of Chapter 10, Article 10.100 with the exception that Vernon Reher and David Harrell come to a consensus on the parkway verbiage in the sidewalk ordinance.

**BUSINESS ITEMS**

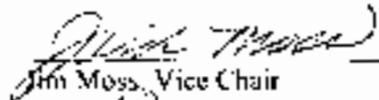
**1. Discussion and potential action concerning moving of Commission meeting dates for 2016.**

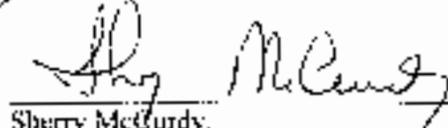
The Planning and Zoning Commission members, David Harrell and Rich Raley discussed available options for meeting dates. They discussed possible actions for accommodating the November and December meetings. After this discussion it was decided the Planning and Zoning Meetings will be moved to the 4<sup>th</sup> Thursday of each month.

**FUTURE AGENDA ITEMS**

There were no future agenda items.

On a motion by Vernea Reher and seconded by Paul Smith, the Planning & Zoning Commission meeting adjourned at 9:16 PM.

  
\_\_\_\_\_  
Jim Moss, Vice Chair

  
\_\_\_\_\_  
Sherry McCurdy,  
Development Services Administrative Assistant

On a motion by Vernon Reher , seconded by Paul Smith , the foregoing instrument was passed and approved this 28th day of January, 2016.

**OFFICIAL MINUTES OF THE GOLF COURSE ADVISORY COMMITTEE  
LAGO VISTA, TEXAS  
JANUARY 12, 2016**

**BE IT REMEMBERED** that on the 12<sup>th</sup> day of January, A.D., 2016, the Golf Course Advisory Committee held a Regular Meeting at 6:00 p.m. in the Council Chambers, City Municipal Building, 5803 Thunderbird, in said City, there being present and acting the following:

**CALL TO ORDER**

Kevin Jackson	Committee Chair	Rich Raley	Council Liaison
Frank Robins	Committee Vice Chair	Melissa Byrne Vossmer	City Manager
Gina Williams	Secretary	Belinda Kneblick	Asst. City Secretary
Chip Hamilton	Committee Member	Eric Cupit	Golf Course Manager
Jim Speckmann	Committee Member		
Pat Albus	Committee Member		
Mike Everett	Committee Member		

Committee Vice Chair, Kevin Jackson called the regular Meeting to order. All Committee Members were present.

The numbering below tracks that of the agenda, whereas the actual order of consideration may have varied.

**CONSENT AGENDA**

All matters listed under Consent Agenda, are to be considered routine by the Committee 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. Approval of the following minutes: December 7, 2015 regular meeting.

On a motion by Frank Robbins and seconded by Chip Hamilton, the Committee voted unanimously to approve the minutes from December 7, 2015 regular meeting as presented.

**PUBLIC COMMENTS: Citizens who wish to address the Committee on any agenda and/or non-agenda item will have three (3) minutes to express their position.**

None

**BUSINESS ITEMS**

2. New member orientation.
  - a. Assistant City Secretary to administer the Statement of Officer and Oath of Office to newly elected Committee Members.

New Golf Course Advisory Committee Members, Gina Williams and Mike Everett, and returning Member Chip Hamilton were administered the Statement of Officer and Oath of Office.

b. New members to review and discuss orientation packet

3. Election of 2016 officers.

The Committee discussed and made nominations.

On a motion by Chip Hamilton and seconded by Jim Speckmann, the Committee voted unanimously to elect Kevin Jackson as Chair, Frank Robbins as Vice Chair and Gina Williams as Secretary.

4. Assign new members to sub-committees.

The Committee discussed. Mike Everett was appointed to the Operations/Maintenance Sub-committee and Gina Williams was appointed to the Marketing Sub-committee.

Sub-committee members include: Planning - Frank Robbins and Jim Speckmann;

Marketing – Kevin Jackson, Chip Hamilton and Gina Williams;

Operations/Maintenance – Frank Robbins, Jim Speckmann and Mike Everett;

Finance – Chip Hamilton and Pat Albus

5. Updates, discussion, consideration, action, if any regarding sub-committees.

a. Sub-committee breakdown and reporting

b. Updates from subcommittees

1. Planning subcommittee

2. Marketing subcommittee

3. Operations/maintenance subcommittee

4. Finance subcommittee

The Committee discussed and decided to eliminate the Sub-committee updates from future agendas.

6. Update from City Manager and Golf Course Manager regarding:

a. creating a full-time golf course superintendent position;

City Manager provided the Committee with an update and Council position regarding this position. Item will be discussed at the joint meeting with the City Council.

b. new golf course mechanic position;

City Manager advised that the position has been filled by an existing employee.

c. replacement for Golf Course Manager; and

Eric's last day is January 29, but has offered to stay on to train a new Manager. The position has been posted and applications have been received. The position closes on February 22, 2016. The City Manager has asked Chip Hamilton and at least one other Golf Course Advisory Committee member to assist with the interview process.

d. status on replacement of American Girl Grill.

City Manager, Melissa Byrne Vossmer advised the Committee that she has given American Girl Grill notice to terminate their contract effective March 9. She has completed writing the Request for Proposals and will be available on our website tomorrow and will do a special mailing to all local restaurants. The restaurant will close on February 10<sup>th</sup> to review the business plans.

7. Discussion, consideration, action, if any concerning additional Membership Package Options.

Kevin Jackson gave a brief update and provided a written proposal for discussion. The Sub-committee will make revisions to the Marketing proposal, present it to the Committee at its February 9<sup>th</sup> meeting and then present to the Council at the February 18<sup>th</sup> Council meeting. The Junior membership plan will remain the same and put it on the website.

8. Discussion, consideration, action, if any concerning the city council joint meeting on January 14, 2016.

Council Liaison Rich Raley gave the Committee suggestions of items to talk about and the format to present to Council at the joint meeting.  
Chip Hamilton requested budget information for the Golf Courses.

#### **FUTURE AGENDA ITEMS**

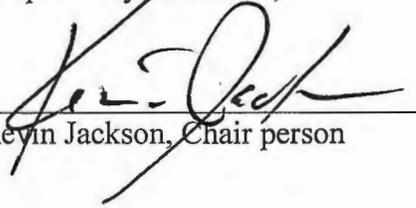
9. Consider schedule and items for future Committee meetings.

Chip Hamilton requested an agenda item to discuss a yearly operational budget and requested a merchandise sales history report from the Pro Shops on a monthly basis.  
Frank Robbins requested updated information regarding "close out numbers" of the budget.  
Melissa Byrne Vossmer reminded the Committee of the date and time of the Annual Volunteer Appreciation Dinner on January 27 at 6:30 p.m. at K-Oaks.

10. Adjournment.

On a motion by Pat Albus, seconded by Jim Speckmann, the meeting adjourned at 7:50 p.m.

Respectfully submitted,

  
Kevin Jackson, Chair person

ATTEST:

  
Sandra Barton, City Secretary

On a motion by Committee Member Frank Robbins, seconded by Committee Member Jim Speckmann, the above and foregoing instrument was passed and approved this the 9<sup>th</sup> day of February, 2016.

# KLVB REPORT

January 14, 2016

1. The meeting was called to order at 3:00.
2. Treasurer's report. Balance is \$11,608.19. Frank noted KLVB needs to spend it.
3. Staff report. Sandy loam has been delivered to Bowden Point and the Sports Complex.
4. Committee and project updates and reports.

There are 90 people in the adopt-a-street program working on 128 streets.

5. Work days. The following work days were scheduled:

- Sports Complex: 3 PM January 28<sup>th</sup>.
- Leitko's will plant sage at end of Dawn.

6. Recognition for Faye Tessnow. KLVB will ask the city to allow it to purchase and place a monument memorializing what her great works were near the garden at the sports complex. Frank to meet with Melissa.

7. KLVB Board. All members of the Board would ask that it to be abolished. Frank to meet with Melissa and maybe liaison who can't attend afternoon meeting.

8. Major projects. KLVB would like to work with the city on one or more of the following:

- High school streetscape. Gordon has estimate of \$3,600 to trim and mulch over 100 oak trees in front of high school. Melissa may set up a meeting with LVISD superintendent.
- Dawn median "nose" including lowering the sail boat on limestone bolder.
- Sports complex including Faye's recognition, biodiversity and possible planting near the entrance, fixing the dancing fountain and pathway to pergola.
- A recycling waterfall at Paseo de Vaca tanks. KLVB members may be able to build it.

9. Jane will look into taking over webpage.

10. The meeting ended at 4:30.

**MEETING DATE:** February 18, 2016

**AGENDA ITEM:** Consider schedule and items for future Council meetings.

**Comments:**

**Motion by:** \_\_\_\_\_

**Seconded by:** \_\_\_\_\_

**Content of Motion:** \_\_\_\_\_

\_\_\_\_\_

**Vote:** Raley \_\_\_\_\_; Shoumaker \_\_\_\_\_; Tidwell \_\_\_\_\_; R. Smith \_\_\_\_\_;

Mitchell \_\_\_\_\_; S. Smith \_\_\_\_\_; Cox \_\_\_\_\_

**Motion Carried:** Yes \_\_\_\_\_; No \_\_\_\_\_

**MEETING DATE: February 18, 2016**

**AGENDA ITEM: \*EXECUTIVE SESSION\***

**Comments:**

1. Convene into Executive Session pursuant to Sections 551.071 and 551.072 and/or 551.074, Texas Government Code and Section 1.05 Texas Disciplinary Rules of Professional Conduct regarding:

Consultation with legal counsel regarding real property and possible issues and questions related to acquisition, sale or lease.

**Motion by:** \_\_\_\_\_

**Seconded by:** \_\_\_\_\_

**Content of Motion:** \_\_\_\_\_

\_\_\_\_\_

**Vote: Raley** \_\_\_\_\_ ; **Shoumaker** \_\_\_\_\_ ; **Tidwell** \_\_\_\_\_ ; **R. Smith** \_\_\_\_\_ ;

**Mitchell** \_\_\_\_\_ ; **S. Smith** \_\_\_\_\_ ; **Cox** \_\_\_\_\_

**Motion Carried: Yes** \_\_\_\_\_ ; **No** \_\_\_\_\_

**MEETING DATE: February 18, 2016**

**AGENDA ITEM:** Reconvene from executive session into open session to take action as deemed appropriate in the City Council's discretion regarding;

**Comments:**

- a. Consultation with legal counsel regarding real property and possible issues and questions related to acquisition, sale or lease.

**Motion by:** \_\_\_\_\_

**Seconded by:** \_\_\_\_\_

**Content of Motion:** \_\_\_\_\_

\_\_\_\_\_

**Vote:** Raley \_\_\_\_\_; Shoumaker \_\_\_\_\_; Tidwell \_\_\_\_\_; R Smith \_\_\_\_\_;

Mitchell \_\_\_\_\_; S. Smith \_\_\_\_\_; Cox \_\_\_\_\_

**Motion Carried:** Yes \_\_\_\_\_; No \_\_\_\_\_