

## City Administrator and City Secretary Report 04-15-14

Joan is coming along on learning bookkeeping.

Joan is now ready and awaiting the official training for Municipal Court Clerk 2 awaiting test in Austin.

Set and created and placed ads and notices for Passing of the Annexation.

Progress on organizing files still proceeding

Code Enforcement Officer has undergone another surgery; he is finishing up rehab and will be in next week to discuss starting up his services again. Met with Code Enforcement Officer and are negotiating on rate. Barbara still is serving as code enforcement officer

Met with City of Jonestown Representatives on joint lake issues.

Travis County still working on getting us the park, now admit they own it but may want to give it to BCCP.

Work on and attended committees meetings on the new committees. 6 more Meetings since last Council Meeting

Worked with Ad hoc Committee on Master Water Plan

Worked with Ad hoc Committee on PZ and BOA

Road problems and drainage problems please notify City Hall so that the Public Works Committee can evaluate and be aware of them. Working extensively with Public Works Chair and Committee on coordinating efforts for roadway repair, signs, drainage and tree and roadway easement clean up and clearing.

Meet with Trash and Recycling representatives with Finance Committee Members, Council Member Scott and Mayor Graber.

Also meet with TDS and Mayor and Council Member Scott on negotiating new contract.

Attended small cities meeting put on by Danny Hobby at Travis County.

Several construction meetings and pre application meeting with new incoming residents and their builders had two meetings and Joan processed two sets of notice to residents and public notices for these hearings.

Set up several inspections and follow up on the several construction projects going on in the town.

Processing several complaints mostly on code violations, setbacks, short term rentals, and noise.

Finished Chipping Shredding and Clearing Brush for this fiscal year

Worked with Travis County and we are now in compliance on our signage per the traffic code. We got them to replace defective cross walk striping.

Worked with Council Member Yenawine and surveyor and completed the surveying project.

Worked with several vendors to obtain bids on different options for the back room of City Hall.

Accepted donation to the Village from Central Texas Tree Care a Keurig Coffee Machine.

Worked with Travis County Election and will be putting on the May election.

Readying books for Auditor.

Finished the walkway for the Handicap Ramp

Wynn Estes is going to build us a finch house for City Hall.

Attended the Lake Travis Law Enforcement Task Force Meeting.

Meet with Head of Lake Travis Focus Group Joe Lychner

Meet with Interim Police Chief Bruce Mills