

Council,

Attached report summarizes Department activities. Key activities included:

- FY 2018-19 Budget Prep and Workshop Agenda items
- Prep for the 2nd FY 2017-18 Budget amendment (takes care of major revenue / spending changes – Repair and replacement of police patrol cars; City Hall emergency exit signage; Well #5 repair; Development fees received; updated Drainage expenses; other misc)
- Interviewed three IT Managed Services Firms. Selection recommendation to City Council at next City Council meeting
- AT&T Fiber crews started boring and overhead installations in the Shavano Estates
- PW completed landscape cleaning of the sidewalk trail from Lockhill Selma to Willow Wood
- Fire / PW hosted Chipper Day Saturday August 11th –23 residents participated in the chipper activities and many more came and picked up free mulch
- Police department hosted training related to domestic violence (Fire also participated)
- Fire has initiated a promotional exam and selection process (Interim Officers to Permanent selection)
- CPS Energy has initiated Tree Trimming and Pole replacement this week

Next Week

- Agenda Packet Prep
- Budget Workshop (Tues)
- City Manager to Austin (Thurs and Fri) for TML Legislative Policy Summit

"Here to Serve!"

Bill Hill
City Manager

FROM: Bill Hill, City Manager

DATE: 17 August 2018

SUBJECT: Department Weekly Reports: 13 August – 17 August 2018

PUBLIC WORKS:

- AT&T Fiber crews started boring and overhead installations in the Shavano Estates
- Staff completed landscape cleaning of the sidewalk trail from Lockhill Selma to Willow Wood
- PWD and Superintendent met with contractor to demo and improve the driveway opening for the environmental friendly parking lot, work to be completed the week of Aug 27

Water Department:

- Well 5 restoration was completed and tested; returned to service 8/16
- Completed the installation of an eye wash station in the yard for safety

FIRE DEPARTMENT:

- Chipper Day Saturday August 11th –23 residents participated in the chipper activities and many more came and picked up free mulch
- Participated in training with police department over domestic violence.
- Completed preparations for promotional exam process
- Continued work on Texas Best Practice revisions and training
- Vehicles – All are in service

FINANCE:

- Warrants collected - \$1.209
- Closed July 2018 financial statements
- Continuing with Open Enrollment for FY 2018-19
- Updated FY 2018-19 budget for guidance provided at August 8 workshop meeting
- Preparing FY 2017-18 budget amendment #2

PLANNER / INFORMATION SYSTEMS MANAGER:

- Interviews with Barcom, RRGP and HTS regarding bids for IT Managed Services Contract
- Council packet preparation: IT bid, Town Plan, Permit Fees, Small Cell Design Manual, Surplus list
- Testing of new mobile router produced offered by AT&T

CITY SECRETARY:

- City Council Agenda preparation
- National Night Out / Holiday event preparation
- Roadrunner
- Shavano Park Directory coordinating w/ Mrs. Stipek

POLICE:

TOTAL CALLS – 50

AVERAGE POLICE RESPONSE TIME – approximately 3 minutes 02 seconds

- 911 Hang-up – 6
- Alarm Call – 6
- Animal Call – 4
- Assist Other Agency – 14
- Assist the Public – 4

- Burglary of Vehicle – 1
- Crash (Minor) – 1
- Disturbance – 1
- Information – 3
- Phone Harassment – 1
- Suspicious Activity – 5
- Suspicious Person – 1
- Wanted Person – 1
- Welfare Concern – 2

Traffic Enforcement

- Total vehicles stopped – 78
- Total violations – 89
- Citations issued – 32
- Warnings issued – 57

Code Enforcement

- Tree Protrusions – 224
- Complaints investigated – 78
- Warnings issued – 25
- Summons/Citations issued – 0
- Stop Work Order – 0
- Code Enforcement cases cleared/closed – 42

Forecasted Weekly Plan

- 23 Aug, CPT Davis attending the Bexar County DWI Task Force meeting at AACOG
- 28 Aug, Cpl. Semlinger attending De-escalation training at AACOG