



CITY ADMINISTRATOR REPORT

MAY 2025

PRESENTED TO COUNCIL JUNE 23, 2025

CERTIFICATES OF OBLIGATION



Water & Sewer - \$7.5 Million

- Sewer Plant Expansion Plans

- \$1.4 Million
- Currently at 95%

- Water System Improvements

- Engineering: \$771,147
- Available: \$5,328,853
- 3 Projects

- Booster Pump Station

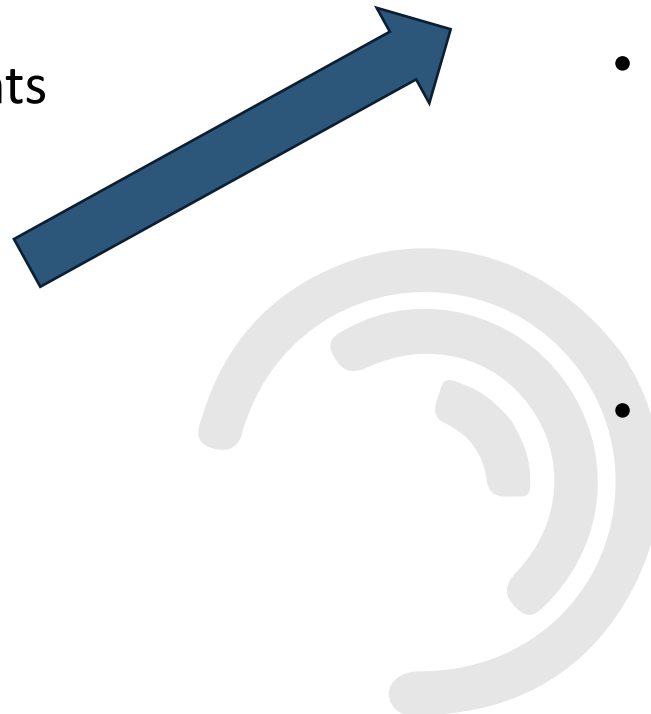
- Design Complete
- Working on Review of Rebidding the Project
- TCEQ Conditional Approval - August 28, 2024

- Elevated Storage Tank

- Design Complete
- Awarded to Phoenix Erectors
- TCEQ Conditional Approval – October 22, 2024

- 12" Water Main Loop

- Design Complete
- Awarded to ACEE Construction
- **Acquiring Easements from Properties**
- **June 2nd Notice to Proceed**



RESIDENTIAL DEVELOPMENTS



SADDLE RIDGE ESTATES

(392 HOMES – 6 PHASES)

- 2 of 6 Phases Completed
 - Phase 1: 68 Homes
 - 64 completed; 1 under construction; 3 lots pending
 - Phase 6: 72 Homes
 - 68 Completed; 4 under construction
 - Phase 5: 50 Homes
 - 19 Completed; 20 under construction
 - Phase 2: 54 Homes
 - Not started
 - Phase 3: 75 Homes & Phase 4: 72 Homes



ROSEWOOD ESTATES

(548 HOMES – 3 PHASES)

- Phase 1: (261 Homes)
 - 58 Completed; 31 Under Construction; 3 Under Review;
- Phase 2: (199 Homes)
 - No Update

LYTLE FARMS

(499 HOMES & 99 DUPLEXES)

- Unit 1 Phase 1 Plat Approved
- Site & Utility Contractor continuing to work at property
- TXDOT Approval for Turn Lane and Waterline



PERMIT DATA



APPLICATIONS RECEIVED VS. PERMITS ISSUED

Applications Received – May 2025

- Commercial Addition / Renovation – 8
 - Fence – 1
 - Remodel – 1
 - Patio – 1
 - Sign – 3
 - Temporary Connex Box – 1
 - Building – 1 (Primary School)
- Residential Addition / Remodel – 11
 - Roofing – 1
 - Slab – 1
 - Solar – 2
 - HVAC – 2
 - Sprinkler – 1
 - Fence – 1
 - Plumbing – 2
 - Pool Repair – 1
- New Home – 4

Permits Issued – May 2025

- Residential Addition / Remodel – 5
 - Fence – 1
 - Sprinkler System – 1
 - Solar – 2
- New Home - 3
- Commercial Addition / Remodel – 3
 - Electrical – 1
 - Fence – 1
 - Sign – 1



Inspections – April 2025



Building – 6



Mechanical – 4



Electrical – 9



Plumbing – 9

CERTIFICATES OF OCCUPANCY & COMPLIANCE

2

CERTIFICATE OF OCCUPANCY

Residential – 2

0

FIRE MARSHAL

CERTIFICATE OF OCCUPANCY

2

CERTIFICATE OF COMPLIANCE

Solar Panels – 1

Carport – 1

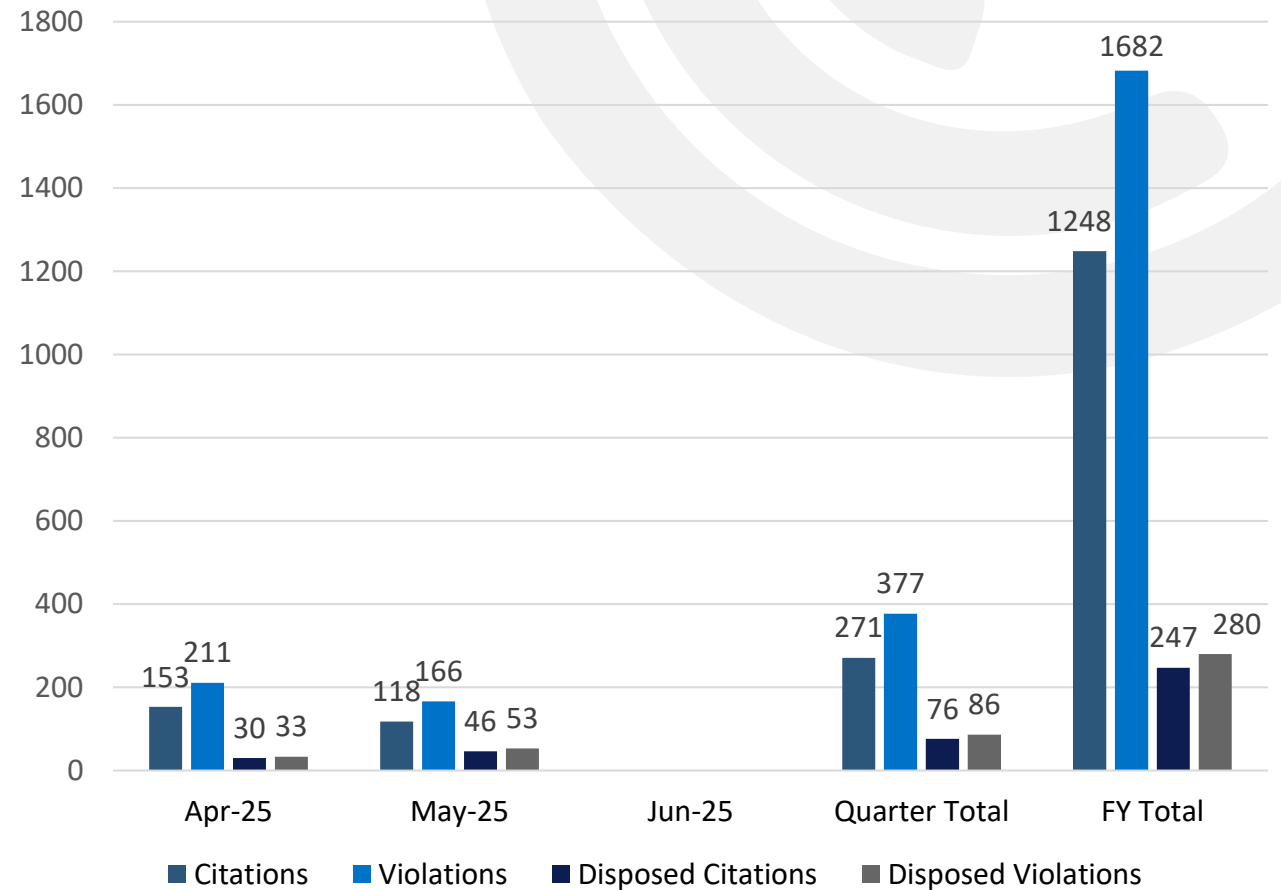
MUNICIPAL COURT



Monthly/ Ongoing Activity

- Open Projects
 - Working on New Standard Orders
 - Working on Internal Process & Procedures Manual
 - Juvenile procedures
 - Associate Judge Contract
- Upcoming Training
 - Ashlee Passed 2 of 3 Sections on Court I Exam – Retesting Section June 20
 - Brianna – Court Boot Camp in July 2025
- Total Transactions for April – 162

Citations & Violations Filed vs. Citations & Violations Disposed FY 2024-2025



CITY CONTRACTS



CITY CONTRACTS

- Waste Management
 - 11/1/2022 to 10/31/2027
- CPS Energy Gas O&M
 - Pending Billing Issue
 - Completed Contract
- Fire Department
 - Expires 9/30/2025
- Frontera
 - Expires 9/30/2025
 - Auto Renewal (60-day Notice)
- Brush Collection
 - Expires 9/30/2025
 - Auto Renewal if no Cost Change
- AT&T
 - All lines have been cancelled
- City Yard Maintenance
 - Expires 9/30/2025
 - Auto Renew (60-day cancellation)



MISCELLANEOUS UPDATES & PROJECTS



MISCELLANEOUS UPDATES

MISC. MEETINGS



- Agenda Prep X2
- City Council X2
- TXDOT X1
- Department Heads X1
- Development Meeting X5
- TRC X2
- Frontera X6
- E-3 X1
- Rowan X3
- NewGen X2
- DTRG X4
- Budget Meetings X3

- Master Drainage Plan – **Task Order Approval (06-23-2025)**
- Emergency Interconnection (EMSUD) – **Engineer working with EMSUD Engineer on Specifications**
- Water/Wastewater Rate Study – **Finalizing Based on Recent Conversation with Council**
- Update Capital Improvement Plan – **Cobb Fendley Gathering Data**
- TXDOT Sidewalk Project – FM2790 (McDonald Street) –
- Plugging of Well #3 – **Change Order Submitted**



MISC. PROJECT UPDATES

HUMAN RESOURCES



OPEN POSITIONS



FINANCE DIRECTOR

Job has been posted on website and on TML.



PUBLIC WORKS FOREMAN

Actively Searching for position.
Ideal candidate would have a sewer license.



CODE COMPLIANCE/ ENFORCEMENT OFFICER

Job still posted.