

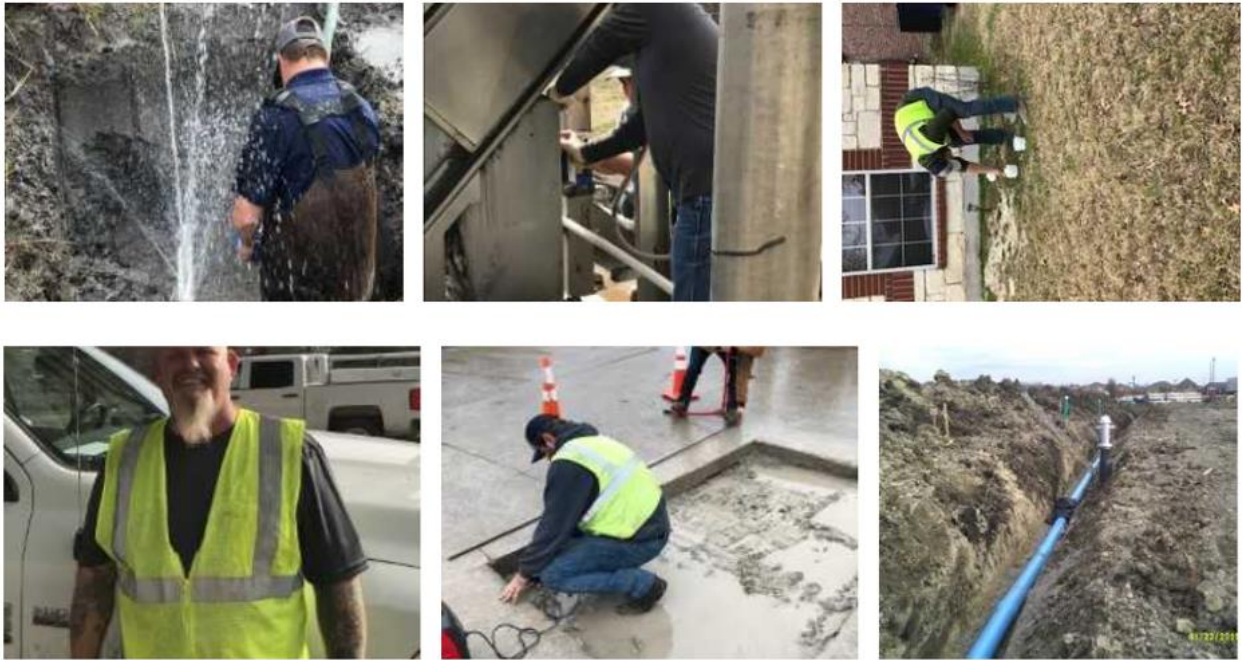


*City of Anna, Texas*

*Weekly Update – February 1, 2019*

*Respectfully submitted by the City Manager*

*Jim Proce, ICMA-CM, APWA PWLF, MBA*



## HEADLINES IN THIS ISSUE INCLUDE:

- The City Manager, Fire Chief, Police Chief and HR Manager attended the SGR Leadership meeting in Ft. Worth
- NTMWD press release was distributed (see Public Works Report)
- Lots of great pictures from Public Works & the future train depot.

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## UPCOMING DATES AND IMPORTANT INFO

Mon, Feb 4

Planning and Zoning Commission Meeting

Thu, Feb 7

Anna Economic Development Corporation Meeting

Thu, Feb 7

Anna Community Development Corporation Meeting

Fri, Feb 8

Coffee with Cops

Tue, Feb 12

Municipal Court Docket

Tue, Feb 12

City Council Meeting

Mon, Feb 18

Parks Board Meeting

Tue, Feb 26

City Council Meeting

Tue, Mar 12

City Council Meeting

Thu-Sat, Mar 14-16

Strategic Planning – Possible Quorum - City Hall/Fire Station

Tue, Mar 26

City Council Meeting

## City Manager

- Conducted interviews for vacant positions.
- The Mayor and the City Manager conducted the first ever HOA representatives meeting. Presidents and managers of homeowner's associations was conducted to open a dialogue between the HOAs and the City. Several concerns were identified that staff will follow up on. The meetings will be scheduled quarterly with representatives of established HOAs. This was a great opportunity to communicate with our citizens.
- Lee Lewis Construction is working with Joseph Johnson in public works to execute a contract to set the plans in motion for the new municipal complex project. We anticipate that the construction may begin in spring.
- I am working with staff and the Mayor to schedule a State of the City address.
- The next round of strategic planning for March 14 -16. The agenda will be set in the coming week laying out when Council will be scheduled for finishing this process. I have reviewed the materials for upcoming sessions.
- We continue to work with our Financial Advisors on the Hurricane Creek deal points; this is getting close to resolution.
- I have been working on employee performance appraisals, writing job descriptions and setting expectations with department heads for the Q-12 survey results.
- I continue to meet with several development prospects and will update you with details when appropriate for to discuss deal points and legal issues in upcoming executive sessions.

## Assistant to the City Manager

- No report submitted – last day was 3/31

## Development Services

- Gave presentation at Anna Area Historical Society on January 31st.

## Planning and Zoning Commission

- Next Planning and Zoning Meeting February 4th at 7.

## Green Ribbon Program

- 95% plans done and submitted to State for final review prior to 100% plans.

### Preliminary Plats

- Anna Crossing 1C
- Site and Landscape Plans
- Texoma FED Site and Landscape Plan
- Star Bucks Site and Landscape Plan

### Permits

- 76 single family permits received so far in Calendar Year 2019
- 192 single family permits received so far in Budget Year.

## Subdivision Lot Totals as of 01/30/19

Subdivision	Total Lots	Permitted Or Built	Vacant	Lots Under Construction
Anna Crossing 1B	62	61	1	
Anna Crossing 2	137	29	108	
Anna Crossing 3A	36	35	1	
Anna Crossing 5	99	0	0	99
Anna Crossing 4A	90	88	2	
Anna Crossing 4B	42	0	0	42
Anna Crossing 7	229	108	121	
Avery Pointe 1	89	78	11	
Avery Pointe 2	79	79	0	
Avery Pointe 3	103	6	97	
Avery Pointe 4	112	0	112	
Avery Pointe 5	129	0	0	129
Camden Parc 2	81	31	50	
Lakeview Estates 1	90	89	1	
Lakeview Estates 2	78	16	62	
North Pointe Crossing 3	171	79	92	
North Pointe Crossing 4	147	0	147	
Park Place	73	0	0	73
Pecan Grove 2	152	0	0	152
Pecan Grove 3	106	0	0	106
Pecan Grove 4	217	0	0	217
Sweetwater Crossing	192	108	0	84
Urban Crossing	32	21	11	

West Crossing 6	108	40	68	
West Crossing 7	85	38	47	
West Crossing 9	107	0	0	107
West Crossing 11	88	0	0	88
	<b>2934</b>	<b>906</b>	<b>931</b>	<b>1097</b>

### Preliminary Plats

Subdivision	Proposed Lots
Anna Ranch	257
Anna Crossing Villas	129
Anna Crossing 1C	101
Green Meadows	121
Lakeview Estates 3	56
Anna Crossing 6	53
Sweetwater 2	88
Villages of Hurricane Creek	215
Camden Parc 3	75
Camden Parc 4	165
	<b>1260</b>



## EDC/CDC

### Administrative

- Worked on CDC and EDC Agenda Items
- Continued to work with Jessica Perkins and other departments to complete the transfer of duties related to her resignation

### Marketing & Programming

- Looked up properties for Project Home Run and solicited current land prices from brokers and land owners
- Prepared information for a meeting with CBC Creative in Sherman for them to be able to get a proposal together to develop a cohesive image for the CDC and EDC and several marketing pieces: a half page ad, the back of the large aerial, stackable shelf pieces and other hard copy and electronic pieces to promote retail, restaurants, entertainment, office and industrial property in Anna
- Made social media posts

### Incentives

- Responded to Project Rose, a lead from the Dallas Chamber. Sent information on incentives, information on the City of Anna and Anna Business Park

### Meetings

- Met with representative of Dallas Regional Chamber to discuss advertising opportunities
- Attended a demo of the Placer.ai platform for the purposes of securing additional data to provide to prospective businesses
- Attended a meeting with Project Home Run
- Attended Neighborhood HOA Meeting

### Education

- Attended Certified Public Manager Program, Track 7 at Texas State.

### Finance Department

- No Report

### Fire Department

#### Incidents:

- Fires: 1
- Rescue & EMS: 29
- Hazardous Condition (No Fire): 1
- Service Calls: 4
- Good Intent Calls: 4
- False Alarms: 3
- Special Incident: 0
- Total: 42



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	2.38%
311 - Medical assist, assist EMS crew	26	61.90%
321 - EMS call, excluding vehicle accident with injury	1	2.38%
322 - Motor vehicle accident with injuries	1	2.38%
324 - Motor vehicle accident with no injuries.	1	2.38%
412 - Gas leak (natural gas or LPG)	1	2.38%
511 - Lock-out	2	4.76%
531 - Smoke or odor removal	2	4.76%
611 - Dispatched & cancelled en route	3	7.14%
622 - No incident found on arrival at dispatch address	1	2.38%
733 - Smoke detector activation due to malfunction	2	4.76%
743 - Smoke detector activation, no fire - unintentional	1	2.38%
<b>TOTAL INCIDENTS:</b>	<b>42</b>	<b>100.00%</b>

### Mutual Aid:

- Aid Given: 8
- Aid Received: 1
- No. of Overlapping Calls: 10
- Percent of Overlapping Calls: 23.81%

### Dispatch Times:

- Average Response Time: (Dispatch to Arrival): 06:22
- Average Turnout Time: (Dispatch to Enroute): 01:01
- Average Time on Scene: 16:48
- Department Activities & General Info:
- Brush 2 is currently on loan to the Melissa Fire Department until their department receives a new brush truck or until it is needed by AFD.
- Engine 2 is currently in Wilmer undergoing preventative maintenance, pump testing, and general repairs.
- Chief Isom attended the weekly staff meeting.
- Chief Isom attended the citywide HOA meeting with Mayor Pike, Mr. Proce, and several members of senior staff.
- Multiple plan reviews were completed regarding new construction projects.
- The UNT intern continues to work on a variety of fire and emergency management assignments. The fire department is currently preparing to launch an official Facebook page with assistance from the intern.



- Multiple open records requests were processed.
- Chief Isom continues to engage with the UT Dallas capstone professor and class to provide needed information for the Needs Assessment report.
- Chief Isom attended the SGR Servant Leadership Conference in Ft. Worth on 1/31/19 & 2/1/19.

### Upcoming Events

- Several members of the department will be attending the TEEX Annual Spring Training School.

### Human Resources

- The HR Manager attended the SGR Servant Leadership training with the City Manager, Police Chief, and Interim Fire Chief from January 31 through February 1.
- Completed bi-weekly payroll.
- Continued work on pay plan recommendations.
- Received redline TMRS resolution from Clark McCoy.
- Continued research on updating Award Programs.
- Followed up with department heads on obtaining Q12 information.
- Filled two vacant positions:
  - Wastewater Crew Leader
  - Parks Maintenance Worker
- Job postings for:
  - Right-of-Way Inspector
- Extended offer of employment to
  - EDC Director
  - Assistant to the City Manager

### Parks Department

#### Parks

- Working on skirting and floor insulation at Depot
- Piers for deck starting or first of next week.
- We received a quote from Oncor to put overhead lines underground in front of the depot for \$46,000. There may be additional costs for other franchise utilities.

- Receiving Quotes from Suddenlink and SBC on their lines on the poles to be relocated underground.
- Receiving bids to build display track for locomotive.



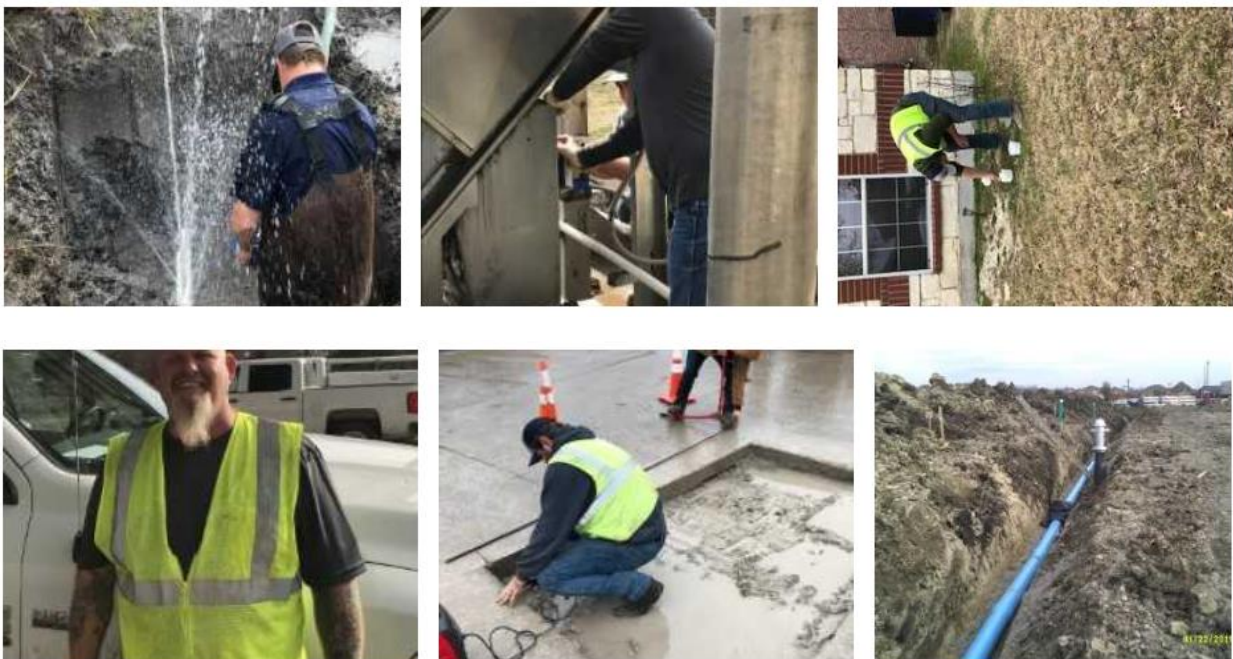
### Parks Board

- Next Parks Board meeting on February 18th at 7.

### Police Department

- No Report

### Public Works









NORTH  
TEXAS  
MUNICIPAL  
WATER  
DISTRICT

## NEWS RELEASE

### FOR IMMEDIATE RELEASE

Media Contact:  
Janet Rummel  
Public Relations Officer  
[jrummel@ntmwd.com](mailto:jrummel@ntmwd.com)  
(972) 442-5405

### **Annual System Maintenance Planned March 4 – April 1** *Temporary Change in Water Disinfectant Critical for Safe Drinking Water Year Round*

**WYLIE, TX – Jan. 31, 2019:** The North Texas Municipal Water District (NTMWD) will temporarily change the disinfectant in its water treatment process from March 4 through April 1, 2019. The annual, routine change is necessary to maintain the regional system and year round water quality.

Disinfection is a critical part of the water treatment process that keeps drinking water free of harmful microorganisms, such as parasites and viruses. Disinfection involves a two-step process that first treats the water at the treatment plant and then chloramine disinfectant (chlorine + ammonia) is added to maintain water quality on its journey through the miles of pipes to homes and businesses. During the temporary change, NTMWD [suspends adding ammonia](#) and uses only free chlorine to keep water disinfected as it travels through pipes. According to the U.S. Environmental Protection Agency, this temporary conversion is a common practice for as many as 40 percent of water providers using chloramines for disinfection.

"NTMWD has conducted this routine, [temporary change in water disinfectant](#) annually for over 10 years, and we have always met safe drinking water standards," said Zeke Campbell, NTMWD Water System Manager. "This common system maintenance practice does not increase the amount of chlorine, and the water remains safe to drink."

[Tests](#) conducted by both NTMWD and the Texas Commission on Environmental Quality (TCEQ) confirm that NTMWD has maintained high water quality each year during its annual disinfectant change. Public concerns about water quality last year were thoroughly evaluated by TCEQ. Independent testing by TCEQ, compiled in a [May 2018 report](#), confirmed water quality met regulatory standards and "would not be expected to cause short- or long-term adverse health effects." NTMWD has earned recognition from TCEQ as a Superior Public Water System.

The absence of ammonia during these few weeks may make the chlorine disinfectant more noticeable. There are [simple steps](#) to minimize taste, odor or skin sensitivities, including placing a pitcher of water in the refrigerator overnight or adding a slice of citrus to the water. Adding a crushed 1000 mg Vitamin C tablet to bath water will remove the chlorine.

During the change, the cities and districts served by NTMWD may help move the chlorine-disinfected water through the system by flushing water from fire hydrants. The combination of converting to chlorine disinfectant and [flushing the pipes](#) helps maintain the system and safe water year round.

NTMWD conducts over 250,000 tests annually in a state-certified laboratory to ensure water safety. Monthly and annual water quality reports are posted online, including results of tests conducted during the annual system maintenance. The public can view this information at [www.NTMWD.com/water-quality-reports](http://www.NTMWD.com/water-quality-reports). The TCEQ also conducts routine sampling and tests on the NTMWD and city distribution systems through an independent laboratory to confirm water quality compliance with state and federal standards.

NTMWD has posted new resources online, including [fact sheets](#), [frequently asked questions](#), [infographics](#), [videos](#), and [guidelines](#) for questions about water quality. NTMWD also recommends that customers review the water quality information posted on their city or utility websites. For more information, visit [www.NTMWD.com/safewater](http://www.NTMWD.com/safewater) and the TCEQ at [www.tceq.texas.gov/drinkingwater/disinfection/temporary-free-chlorine-conversion](http://www.tceq.texas.gov/drinkingwater/disinfection/temporary-free-chlorine-conversion).

###

**About NTMWD**

*The North Texas Municipal Water District is a regional wholesale provider of water, wastewater and solid waste disposal services for approximately 1.7 million residents across 10 counties – a service territory covering 2,200 square miles.*

## Public Works - Administration

- This week I would like to recognize Water Superintendent Troy Hopkins. Over the past several months Troy has been working to update our monitoring plan, sample sites and nitrification action plan. These are standard plans required for all cities by the Texas Commission on Environmental Quality (TCEQ). The plan was recently approved by the TCEQ and by completing the plans in-house, Troy saved the City considerable costs in consulting fees (a local city of similar size paid a consultant thousands of dollars to complete their plan). I sincerely appreciate the level of professionalism and expertise that Troy brings to the City of Anna.
- I would also like to recognize Wastewater Plant Operator David Trevino for his recent efforts to create process control Standard Operating Procedures (SOP's) for our wastewater treatment plant (WWTP). The procedures are important as they set the standard for plant operation and allow continuity of care and operation even if the plant operator is not available. Great job David!
- I would also like to welcome a new Wastewater Division employee to the team. Charles Kennady (picture attached above) joined the team as our new field operations Crew Leader. This is a new position added in the fiscal year 2019 (FY 19) budget that allows us to increase our focus and detail in the area of wastewater collections. The increased attention in this area will allow us to become even more proactive in system maintenance and location and repair of inflow and infiltration (I&I) issues in the system. Mr. Kennady comes to us from the City of Allen with over a decade of experience. He is licensed/certified in the wastewater field and is experienced in creating and applying field operations SOP's. Please join me in welcoming Charles to the team!
- The North Texas Municipal Water District issued a press release on January 31, 2019 indicating that they will begin their annual temporary change in water disinfectant from March 4 through April 1, 2019. I have attached the press release to this report. City staff has also posted this information to our social media accounts. If citizens have questions regarding the temporary change, they may contact Troy Hopkins, Water Superintendent at (972) 924-4510 or by email at: [thopkins@annatexas.gov](mailto:thopkins@annatexas.gov).

- In addition to the usual field operations pictures, this report includes pictures of various items that were inspected by our Construction Inspection group (above).
- Staff worked with the Texas Department of Transportation (TxDOT) to get temporary access to the Medical Office/Standridge site permitted so that work may continue on the site.
- Staff scheduled an introductory meeting for the City Manager with Grayson-Collin Communications (GCC). The meeting was productive and key contacts for the City Manager were established.
- City Hall/Municipal Complex:
  - The Streets group is working to salvage the historic safe door from the Municipal Complex site. Once the door is removed the concrete portion of the safe will be demolished.
  - Randall Scott Architects (RSA) is continuing detailed design.
  - Council has authorized the City Manager to negotiate the terms of a contract for Construction Manager At Risk (CMAR) services with Lee Lewis Construction. Staff will be meeting with Lee Lewis Construction on Monday, February 4th to begin the negotiation process.
  - An additional meeting is being scheduled with RSA, City staff and consultants to continue review of information technology, audio-visual, security and other mechanical, electrical and plumbing (MEP) preferences for the project.
  - A press release was issued this week regarding the new Municipal Complex and the progress that has been made with the CMAR portion of the project.
  - Staff attended a meeting with presidents of are Homeowner's Associations (HOA). The meeting was productive and there was a positive response from the HOA presidents regarding the City Manager taking the initiative to establish this level of communication. At the conclusion of the meeting it was agreed to continuing meeting on a quarterly basis.
- Worked on various capital projects.
- The contractor for the Hackberry Elevated Storage Tank (EST) Logo Project is ready to begin as soon as clear weather is forecasted for several days and temperatures are at the appropriate level for painting. This time of year, temperatures and humidity can pose a problem for painting as



tanks often have condensate due to the difference between the internal temperature of the tank and the outside temperature. In order to get the best end product we need 3 consecutive days of 60 degree or above temperatures with low winds (safety, the logos will be painted in the air). We are coordinating with the contractor to get the project started as soon as possible but we want to make sure we get the best outcome on the project. UPDATE: It appears that we may have an upcoming window of good weather for painting the logos.

- Staff is working to solicit competitive sealed proposals for a lighting system at the Hackberry Elevated Storage Tank (EST). The lighting system will utilize ground pole-mounted LED lighting to “up-light” the tank with the steel portion of the tank up-lit.
- Met with superintendent level staff again this week to review progress on the Q12 survey. We are continuing to make good progress in making an already great department even better.
- We continue to work with Collin County on the terms of an Interlocal Agreement proposed by Collin County for radio equipment on the Hackberry Elevated Storage Tank.
- Staff worked on putting together informational impact fee tables to be posted to the City’s website.
- Attended conference calls related to the Villages of Hurricane Creek PID/TIRZ.
- Worked through several queries related to future development.
- Staff met with the Camden Parc group to review ways to fund and construct thoroughfare networks surrounding and internal to the Camden Parc future development.

The Development Review Committee (DRC) reviewed the following this week:

- Texoma FED Site Plan
- Walmart Lots 2 & 3 Site Plan
- Anna Crossing Phase 1C Preliminary Plat
- Sweetwater Crossing Phase 2 Plan Revision
- Anna Town Center Phase 1 Lift Station Civil Plans
- Park Place Phase 2 Drainage Study
- Staff met with the following development groups:

- Camden Parc Phase 3
- New submittals are in the queue for:
- Anna Town Center Phase 2 Lift Station and Force Main Civil Plans
- Walmart Lots 2 & 3 Civil Plans
- Pecan Grove Phase 4 Civil Plans
- Camden Parc Phase 3

### Project Status

- Hackberry Road Reconstruction – Final right-of-way documents are in the process of being completed and will be received by City staff for review in the coming weeks.
- East Fork Regional Sewer Line – Survey work is complete for the segment outside Anna Extra-territorial Jurisdiction. Staff met to review with our engineering consultant on 1/16/19.
- Ferguson Parkway – Project goes before STTC this month. Survey work starts next week.
- Rosamond Parkway – Survey work will begin within the next couple of weeks.
- East-West Collector and Water Line – Design is largely complete. We are timing the project to coincide with other projects being completed by the Standridge Group and the Medical Office Group.
- Fourth & Easton Paving & Drainage Project – The project is nearing completion. Staff is working with the contractor to resolve an issue with ground clearance for low profile vehicles on the Interurban portion of the project.
- Please see the Construction Inspection Report for projects currently under construction.

### Council Agenda – Public Works items:

- Construction Manager At Risk Contract (future meeting)
- Collin County Interlocal Agreement (future meeting)

### Next Week:

- Complete 4 DRC Reviews
- An introductory meeting is scheduled with the City Manager and Grayson-Collin Communications.

- A meeting is scheduled with representatives of Camden Parc to discuss infrastructure and associated costs.
- Staff meeting(s).
- A final project walk is scheduled for Park Place Phase 1.
- Staff will be attending the Homeowners Association Representative meeting.

#### Public Works - Field Operations

#### Training

- Department Weekly Safety Topic: “Bio-Hazard Safety”
- Johnny Stover attended Pump and Motor class.
- Water Division completed heavy equipment training.
- Members of the Streets Division (Hunter Parker, Kevin Beasley, and Manuel Encizo attended a 2-day incident management class.

#### Water Division - Administration

- Submitted update to TCEQ Sampling Site Plan for additional coliform sites. Saved the City \$18,000 dollars by completing this in-house. The number is based on what a local city recently paid for their Sample Site Plan to be completed by a consultant.
- Continued work on the Water Use Survey for the Texas Water Development Board (TWDB).
- Sent specifications for the Supervisory Control and Data Acquisition (SCADA) computer upgrade in order to obtain quotes.
- Worked with Birkhoff, Hendricks and Carter (BHC) on capacity requirements, and other items.
- Researched water usage information for areas west of US 75 in order to assist BHC with completion of water modeling in that area.
- Continued work on the annual Consumer Confidence Report.
- Worked on Water Conservation Plan update. The North Texas Municipal Water District (NTMWD) board has formally approved their plan and Anna’s plan will closely mirror theirs.
- Worked on probationary and annual reviews for staff.
- Reviewed applications for the Service Order Technician vacancy and interviewed one applicant.
- Worked with a contractor on resolving a motor failure on Well 2.

## Water Division – Field Operations

- Completed line locates.
- Flushed fire hydrants.
- Completed service orders, meter rereads, disconnects and reconnects.
- Organized parts for the inventory system.
- Set 3 new meters.
- Repaired meters.
- Picked up fire hydrant meters.
- Read fire hydrant meters.
- Repaired a leak on Roseway.
- Repaired leak on CR 277.
- Worked on installing conduit at Sherley Pump Station.
- Trained new staff on heavy equipment.
- Checked for leaks.
- Completed leak backfills.
- Worked on daily and weekly sampling.
- Collected samples. All passed.
- Flushed dead-end lines.
- Worked with contractor to replace Well 2 motor. The well will be returned to service once collected samples have passed.
- Cleaned vehicles and equipment.
- The average water distribution for the week was approximately 1.80 million gallons/day.

## Wastewater Division – Administration

- Gathered information and reviewed with Kimley-Horn for the Capacity, Management, Operations and Maintenance (CMOM) Project.
- Completed Purchase Quote Forms for parts and materials.
- Processed invoices.
- Hired Charles Kennady to fill the new Wastewater Crew Leader position. Toured facilities with Charles and made introductions.
- Installation of the actuator valve at the Wastewater Treatment Plant (WWTP) has been completed.
- Met with a business owner to correct an issue with proper grease disposal.

- Worked on SOP for process control at the WWTP.
- Worked with repair staff to install latches on the ram press door.
- Worked with repair staff on I&I location and repair.
- Gathered and shared data with NTMWD for gate logs and rainfall amounts.
- Coordinated with field staff on various repairs.

#### Wastewater Division – Field Operations

- Completed line locates.
- Completed 15 sewer video inspections.
- Repaired 2 sewer back-ups.
- Completed lift station checks and performed maintenance.
- Completed checks of all metering stations.
- Operated belt press for three days.
- Excavated and repaired 2 cleanouts.
- Replaced 6 broken cleanout caps.
- Assisted the Water Division with a leak repair.
- Completed weekly samples. All passed.
- The average daily flow at the Wastewater Treatment Plant for this week was 0.339 million gallons/day.

#### Streets – Administration

- Completed employee reviews.
- Checked completed field work.
- Obtained quotes for repair work.
- Helped coordinate backfills.
- Ordered parts and materials.
- Coordinated equipment rental for Municipal Complex demolition work.
- Attended traffic incident management course.
- Coordinated with Construction Inspection on projects including the Fourth & Easton Project.
- Monitored progress on the CR 419 repair.
- Worked on planning training for equipment certification.

#### Streets – Field Operations

- Repaired street lights.

- Repaired signs and post around town.
- Worked on demolishing the safe at the feed store building on the new municipal complex site. The safe door will be salvaged.
- Set up forms for sidewalk repair on 3rd and Easton.
- Set up driveway forms in several locations.
- Repaired pothole on Hackberry and other locations including the City Hall parking lot.
- Poured concrete in Creekside.
- Poured concrete on Hawthorn Drive.
- Pulled forms and backfilled sidewalk in Creekside.
- Repaired street lights in Pecan Grove and Tara Farms.
- Removed debris from CR 370, 373 and 288.

#### Public Works - Construction Inspection

#### Administration

- This report includes pictures of various items that were inspected this week by our Construction Inspection group.
- Worked on Certified Public Manager class.
- Reviewed multiple Right-of-Way permits.
- Reviewed project submittals.
- Assisted with plan review.

#### Projects

- Anna Crossing Phase 4B – No civil work completed this week.
- Anna Crossing Phase 5 – No civil work completed this week. Developer has moved contractor to a different project.
- Anna Daycare – Contractor is working on installing storm boxes.
- Anna High School Addition – No civil work completed this week.
- Anna Hotel – Crews worked on installation of water main.
- Anna ISD Stadium & Parking – Final project walk completed this week. Crews are working on the punch-list.
- Anna Medical Office Building – No work this week. Work has stopped due to TxDOT's work on the service road. The Director worked with TxDOT to get temporary access permitted.

- Avery Pointe Phase 5 – Contractor installed water services and storm pipe.
- Avery Pointe Phase 6 - Rough grading is complete.
- Camden Parc Phase 4 – Contractor worked on rough grading this week.
- Dr. Jackman Eye Center – Contractor worked on sealing the fire lane.
- Finley Boulevard – Final acceptance was issued on 11/13/18. Skorburg is still waiting on street lights for Florence.
- Foster Crossing Water Line – Final project walk was completed on 10/4/18. Contractor is moving their heavy equipment offsite.
- Fourth & Easton Paving and Drainage Project – Paving is complete. Contractor poured headwalls and worked on grading this week. We will be adding work to the contract to resolve a ground clearance issue on Interurban.
- North Pointe Phase 4 – Final project walk completed on 12/4/18. Crews are working on the punch-list.
- One Anna Two Sanitary Sewer Improvements (Standridge) – A preconstruction meeting was held on 12/10/18. No work has started due to TXDOT’s work on the service road. The Director worked with TxDOT to get temporary access permitted.
- Park Place Phase 1 – The phase is substantially complete. The final project walk is scheduled for 2/4/19.
- Pecan Grove Phase 2 – Contractor completed offsite sewer testing.
- Pecan Grove Phase 3 – No work completed this week.
- Pecan Grove Phase 4 - Contractor worked on rough grading this week.
- Public Works Inspections (Residential) – 5 inspections completed this week.
- Sweetwater Crossing Phase 2 – No civil work was completed this week.
- Throckmorton Creek Trunk Sewer – The final project walk was held on 7/13/18. No work was completed this week.
- US 75 Utility Relocations Phase 1 – Final walk was completed on 11/27/18. Crews are working on punch-list items.

### General Information

- An attempt to defraud the city was made when an illegal and fraudulent attempt to change routing numbers was made. Luckily staff determined that the request was not created by the actual employee and no funds



were improperly diverted. Changes to the internal policy are being made to ensure that this could not happen by adding additional checks to prevent routing numbers to be verified and only executed when an employee provides a notarized request for revisions, a court order, or in the event of a death the proper beneficiaries are certified.

### Special Report Information

- [Local Elections -](#)

A general election will be held May 4, 2019 to fill Places 2, 4 and 6. Candidates are elected to a three-year term of office. Applications for place on the ballot will be accepted beginning on January 16, 2019 and ending on February 15.

[Read on...](#)