



MEMORANDUM

DATE: October 3, 2025
TO: The Honorable Mayor Moore and Council Members
FROM: Barry Sullivan, City Manager
SUBJECT: Friday Staff Report

Upcoming Meetings

- City Council Meeting **Tuesday, October 7, 2025 at 6:30 p.m.** at City Hall.
- Planning and Zoning Commission Meeting **Tuesday, October 14, 2025 at 4:00 p.m.** at City Hall.
- Building and Standards Commission Meeting **Thursday, October 16, 2025 at 4:00 p.m.** at City Hall.
- City Council Meeting **Tuesday, October 21, 2025 at 6:30 p.m.** at City Hall.

General Information & Status Updates

- National Night Out Tuesday, October 7, 2025 from 6:00 p.m. to 8:00 p.m. at the Gainesville Texas Farmers Market
- Pizza, Pastors, and Police Monday, October 20, 2025 from 6:30 p.m. to 8:30 p.m. at St. Joe's Pizza.

Major Goals for Fiscal Year 2024-2025 Updated 9/30/2025

The goals for FY 2024-2025 budget as well as objectives for each of the goals are listed below.

Goal 1: Maintain excellent, conservative finances while efficiently delivering the services desired by its citizens.

Objectives for Goal 1:

- 1.1 Maintain a 90-day cash reserve in General, Water and Sewer, and Solid Waste funds.
Manager's Response: The City maintains at least a 180-day reserve in each fund.
- 1.2 Earn an unmodified opinion on the annual audit for FY 2025.
Manager's Response: Gainesville earned an unmodified opinion on the annual FY 2024 audit. Staff will continue with our same practices to repeat this for FY 2025.
- 1.3 Earn the Government Finance Officers Association Distinguished Budget Presentation Award FY 2024-2025.
Manager's Response: The City earned the GFOA Distinguished Budget Presentation Award. The City also received special recognition for receiving a perfect score in the following areas: Long-Range Operating Financial Plans,



Financial Policies, and Capital Program. Karley Simmons was a great help completing this task. She stepped up to help when a key member of our finance team had to deal with a family medical issue out of town.

- 1.4 Earn the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting FY 2023-2024.

Manager's Response: Staff has sent in the required report to GFOA.

- 1.5 Earn six stars for transparency from the Texas Comptroller.

Manager's Response: The City is maintaining its six transparency stars. Staff continues to update the website to keep us compliant. On March 18, 2025, the Texas Comptroller recognized Gainesville as a six-star Trailblazer for being one of the first local governments to earn all Transparency Stars.

Goal 2: Improve Gainesville's basic infrastructure.

Objectives for Goal 2:

- 2.1 Seal sections of G2 (central portion of City) and G3 (southern portion of City).

Manager's Response: City Council amended the contract with WOPAC to complete the crack seal on O'Neal Street for \$30,000 at the May 6, 2025 meeting. This job is complete.

- 2.2 Start construction on Tennie (R111: Clements to Pecan Creek).

Manager's Response: The notice to proceed was provided on October 14, 2024 for the \$3,159,613 contract. The contractor, JBM Excavation, has 365 days to complete the job. I expect the contract will be extended by at least 30 days for weather and 60 days for change orders with a final completion in January 2026. JBM has cut the drainage channel to Pecan Creek and is currently installing drainage culverts on Tennie (east of Grand). Water is complete up to Taylor Street. The contractor has installed some of concrete street sections on the west side of Grand. There has been one utility conflict between the drainage channel and an unmapped sewer line. There has been a change order to reroute the sewer line. (Note: Management worked with a person in the area to add a sanitary sewer easement to a preexisting drainage easement for no additional charge.) This project did come in under budget, so there are funds available to deal with change orders. We do expect additional utility conflicts as we move forward. The construction phase is 65% complete. Weather significantly impeded progress on this job because of the large size of the drainage culverts.

- 2.3 Complete mill and overlay of Lawrence (portion N22: O'Neal to north end).

Manager's Response: The mill and overlay job is complete. WOPAC had 180 days to complete the project. The contractor started on Star and Taylor to get people adjusted to the construction in the area before tackling Lawrence. We worked closely with the contractor to reduce the impact of construction on the businesses in the area. The City requested no work on Saturdays, so businesses were not impacted on their busiest days. During the week, streets were partially closed between 7 am and 5 pm. There were times that an entire street had to be closed for several hours during this process. We kept the public informed through social media and the Engage website. Businesses were provided information through in-person meetings



and in writing. The company had to fix the road base in a larger area than planned and had to pour more concrete than originally planned. Council approved a change order for \$19,101 to cover the additional cost of base and concrete work. This contract came in under budget and the City remained under budget with the change order.

2.4 Complete construction on new Fire Station #2 (see Goal 6.2).

The Council awarded the bid to A & C Construction at the May 7, 2024 meeting for \$4,039,000. The Fire Department moved into the new station during the first week of July. Bids for this project came in above budget by around \$600,000; however, the City did save on contingency and allowance line items by installing our own IT lines and having another company install a notification system. We used 2022 CO Bonds and Fund 40 to cover the cost for this structure.

2.5 Continue construction of the Southern Sewer Line (WWMP 11), the Elkins Lift Station (WWMP 6), a portion of the Wheeler Creek Sewer Line (WWMP 1), and a portion of the Chalmers Lift Station Abandonment Project (WWMP 12).

The City Council awarded the Southern Sewer Line, Elkins Lift Station, and Wheeler Creek Projects to Acadia Services, LLC for \$11,103,525 on July 16, 2024. The notice to proceed was issued on August 27, 2024 and the company is expected to be substantially complete at the beginning of October 2025. The construction phase of the project is 90% complete. (Remember: Chalmers engineering began after the other projects because we needed to verify that Liberty Pointe was going to develop. The construction contract for Chalmers was awarded to Lynn Vessels for \$2,023,119 on January 21, 2025.) The notice to proceed was provided on March 17, 2025. The contractor has 270 days to complete the job. The contractor is substantially complete with construction and is working on the punch list. We sold bonds in March 2023 to cover a portion of the cost for this project. The remainder of the cost is provided by ARPA funds and developers.

2.6 Start construction on I-35 water and sewer utility relocations.

Manager's Response: TXDOT awarded this contract along with Phase 2 of the I-35 project. City employees are working with TXDOT and the contractor to make sure the work is done to City specifications. This is similar to how we work with subdivision developers. It is expected that this work will be completed in March 2026.

2.7 Complete construction on Foundry Road Water Line.

Manager's Response: This contract was awarded to A & V Water on September 17, 2024 for \$1,091,252. The Greater Texoma Utility Authority and Texas Water Development Board had to approve the contract after our authorization. Staff held a preconstruction meeting with the contractor on December 3, 2024. The notice to proceed was issued on December 10, 2024. The contractor will have 180 days for substantial completion and allowed 30 days to complete the punch list. A & V Water is substantially complete with the job. The City has completed an initial punch-list inspection on August 26, 2025. The contractor is working on punch-list items.

2.8 Engineer mill and overlay project including Line Drive and Bridle Lane (N13), Hancock (N02), Leonard Park Exit (N20).



Manager's Response: The City Council approved a contract with Kimley-Horn to complete this mill and overlay project on February 4, 2025 for \$146,000. The design for the project is complete. The City eliminated one section of the project to overlay a portion of the drive through Leonard and added overlaying a small section of Weaver. The bid for the project came in at \$770,602. The City Council will vote on the bid award at the October 7th meeting and construction for the project is expected to start in November 2025.

Goal 3: Improve the visual appearance of Gainesville.

Objectives for Goal 3:

- 3.1 Bring thirty (30) substandard structures into compliance with City codes (see Goal 6.1).

Manager's Response: Gainesville has demolished 56 structures and 8 owners have signed up for voluntary demolitions. Four structures have been remodeled in compliance with BSC orders. Of the 56 structures demolished, 5 were part of the redevelopment project on the southeast corner of Grand and Hwy 82 (Aldi, 7-11, and McDonalds). These structures were not substandard, but the City and GEDC provided incentives to clean and redevelop this area. Community Development currently has 33 cases in the abatement pipeline with a total of 48 structures.

Goal 4: Improve staff efficiency through the use of technology and training.

Objectives for Goal 4:

- 4.1 Install 250 automatic reading water meters.

Manager's Response: The meters have been purchased. A total of 250 meters have been installed at this time.

- 4.2 Replace three (3) AC units at the Public Safety Building.

Manager's Response: The PD has installed all three AC units.

- 4.3 Train staff on basic skills, overall City operations, and how to apply Lean Sigma to City operations for improved efficiencies.

Manager's Response: All new employees are being introduced to Lean Sigma and the 5S program to keep our facilities organized at new employee training.

- 4.4 Start three additional Lean Sigma Projects.

Manager's Response: Project 1: Staff has started a Lean Project on a milling machine for street maintenance. The team watched a demo of the milling machine on March 14, 2025. The team used the Lawrence mill and overlay project as a basis for the comparison. Staff does not think that there is a return on investment for major projects, but this machine is worth purchasing to provide better repairs. The City is looking at utilizing the milling machine during the upcoming mill and overlay project to see how it performs. Project 2: Staff is also working on a Lean Project for an automatic parking monitoring system for the downtown area. The monitors will notify the police when a car has been parked for over two hours. The system may also be able to be connected with a phone app to show available parking. I have signed an agreement with Municipal Parking Services to provide a demonstration of the product. Project 3: Staff examined the possibility of refurbishing fire equipment instead of purchasing new equipment. There was not a



return on the investment when comparing the cost to the extended life of the apparatus.

- 4.5 Start utilizing new financial, human resources, permit, and agenda software from Tyler Technologies.

Manager's Response: Finance is utilizing Tyler Technology software for FY 2025 financials. All departments have started the online system. Human Resources went live with its system in January. Payroll, timesheets, and requests for time off are currently tied directly to the financial software. Utility Billing went live at the end of July. Community Development is still configuring their software programs with go-live dates in August. Staff and Council started using the meeting agenda software in March.

- 4.6 Start utilizing PM AM HCM to organize policy, training, test, accreditation, form/survey, and performance appraisals.

Manager's Response: The Fire and Police Departments are utilizing PM AM HCM. Management has started using the software to write policies for the implementation of Tyler. The remainder of the City started using PM AM HCM for updating software processed for finance.

- 4.7 Utilize Zencity to improve our communication with the public.

Manager's Response: The Communication and Outreach Department has purchased Zencity and has trained on how to utilize the program. We have started entering information into the "Engage" portion of the product to inform the public and allow for an open dialogue on City projects. Staff started a soft promotion for "Engage" in January by providing a QR Code for the website at the end of staff presentations. A full-blown public relations campaign started in March. The Communication and Outreach Department started working on videos to upgrade the Engage page and to post on social media. City Staff directs people to Engage to fully answer questions from social media.

Goal 5: Promote economic development and a diversified economy.

Objectives for Goal 5:

- 5.1 Consider each economic development opportunity while focusing on diversifying Gainesville's economy.

Manager's Response: On January 7, 2025, City Council approved a 380 agreement to provide 83 acres of land to Camp Howze in exchange for the company purchasing additional land, annexing into the City, and removing pipelines/easements that are keeping the area from developing. In November 2024, the City annexed 198 acres near Camp Howze as part of TIRZ #1. This will allow Camp Howze to develop a large rail-served industrial park. In October 2024, the City approved providing land at the corner of Grand and Hwy 82 to CCR SE Grand 82, LLC in exchange for the company purchasing the surrounding land, demolishing existing structures, and subdividing the land into 3 lots with utilities. The plat has been approved by the City. All of the buildings in this development have been demolished. McDonalds and 7-11 are under construction at this location. Aldi's permit is ready to be issued once their contractor makes the final request.



5.2 Develop a new Comprehensive Land Use Plan (see Goal 6.3).

Manager's Response: The City Council awarded the Comprehensive Plan RFP to Antero Group on April 2, 2024. Antero conducted a survey, which had 1,445 responses (789 fully complete), which is considered a great response rate. The planning process has started and the first meeting of the Advisory Committee was held on December 10, 2024. The committee did a review of our downtown on January 13, 2025. The public workshop on February 3, 2025 was a big success with over 200 people in attendance. The second public workshop on June 2, 2025 was also highly successful with around 100 participants. The third public workshop was held on September 8, 2025 with around 50 participants. The plan is expected to be complete in November 2025.

5.3 Develop a Downtown Master Plan.

Manager's Response: The City Council awarded the Downtown Master Plan RFP to Antero Group at the April 2, 2024 meeting. The planning has started and should be complete in November 2025 (see 5.2 for additional information).

Goal 6: Provide a safe and prepared City.

Objectives for Goal 6:

6.1 Bring thirty (30) substandard structures into compliance with City codes.

Manager's Response: See 3.1 above.

6.2 Complete construction on Fire Station #2.

Manager's Response: See 2.4 above.

6.3 Develop a new Comprehensive Land Use Plan.

Manager's Response: See 5.2 above.

Goal 7: Promote cultural and recreational opportunities for locals and tourists.

Objectives for Goal 7:

7.1 Utilize the Hotel Occupancy Tax to 1) promote City operated tourist attractions, such as the Frank Buck Zoo, 2) support the Chamber of Commerce's tourism program, and 3) provide support for local historic buildings, museums, and the arts.

Manager's Response: Contracts have been signed with all entities that will receive HOT funds during FY 2025. The City held the first Gainesville Wine and Country Festival on November 23, 2024. A total of 461 tickets were sold for the event. The City also sponsored the Blues and Tattoos Festival on March 15 & 16, 2025 with an estimated 4,500 in attendance.

7.2 Partner with local non-profit organizations to provide cultural and recreational opportunities for locals and tourists when it is more cost effective than being the sole provider of the service.

Manager's Response: Contracts have been signed with the organizations that have been approved for HOT Funds. The Council also approved funds for Stanford House, Boys and Girls Club, CASA, Abigail's Arms, Tri-County Senior Nutrition, Texoma Community Center, and Noah's Ark.

7.3 Develop a new Parks Master Plan.



Manager's Response: The City Council awarded the Parks Master Plan to Antero Group at the April 2, 2024 meeting. The planning has started and should be complete in November 2025 (see 5.2 for additional information).

7.4 Hire a communications specialist to promote tourism in the City.

Manager's Response: Jami Maresh was hired for the communication specialist position to promote tourism. She has completed the required administrative training for the position. Jami held her first meeting with tourism stakeholders in the City on June 26, 2025 and is meeting quarterly with other local organizations that are interested in promoting tourism in Gainesville.