



Blue Line

Management & Consulting Services, LLC

General Manager's Report

April 2025

Prepared for:

PALOMA CREEK
DISTRICTS



&

Northlake Estates

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Management and Operational Activities:

- **Management and Operation Updates and Items / Requests and Recommendations for Future Consideration:**

- For the month of April 2025 Blue Line read, handled, reviewed, and/or responded to 165 emails to the GM email account and 161 emails to the Customer Service email account.
- GM is in the process of getting water meters ordered from Mustang SUD. Applications had to be submitted for each meter location. As of now, there are seven (7) new meters needed. Cost estimates have not been provided, but are estimated at about \$5,000 per meter.
- GM is in the process of bidding landscaping services to other companies. At the request of the Public Safety / Liaison Committee, they would like to consider bids from other companies due to the meter issues that have gone unresolved for months.
- Radar trailer was last deployed on Kittyhawk near Redhead. From April 1, 2025 to May 1, 2025 24,585 vehicles travelled along Kittyhawk (approx 819 vehicles per day). The average speed was 34.79 MPH and the 85th percentile was 35 MPH. 37% of the vehicles were travelling over 35 MPH. The trailer is currently deployed in the 1300 block of Villa Paloma.
- The radar boxes were delivered and Blue Line has set the poles and bases for the radar boxes. The boxes will be put together and hung by the end of the month. One will be on South Paloma Creek and one on Villa Paloma.
- Blue Line Deployed Water Less signs from UTRWD near main entrances.

- **Mustang Water Reports, Appeals, UTRWD Updates or Concerns:**

- Blue Line handled multiple extension requests, disconnects, Adjustments, and refunds with Mustang SUD again this month.
- UTRWD remains in Stage 1 Drought Restriction. Mustang SUD and The Districts are also in Stage 1. As a reminder the following days are approved for outdoor irrigation:

The two watering days per week for Paloma Creek and Northlake Estates are listed below:

- Addresses ending in even numbers water on **Mondays and Fridays**.
- Addresses ending in odd numbers water on **Tuesdays and Saturdays**.
- HOA and Commercial Locations water on **Sundays and Wednesdays**.

- For all reports related to Mustang SUD use this link below:

https://dww2.tceq.texas.gov/DWW/JSP/EnfActBySys.jsp?tinwsys_is_number=1312&tinwsys_st_code=TX&ws_number=TX0610036%20%20%20&DWWState=TX

- **Trash Collection Service Updates/Issues:**

- For the month of April the GM's office received no complaints regarding trash and recycling. There were a few instances of missed bins or trash, recycling and bulk being left down, but in most instances the items were recovered by Waste Connections the following day.
- Newly proposed Bulk Pick-up Days and Zones have been reviewed and tentatively approved by the Public Safety / Liaison Committee. Before any transition occurs, directors want to ensure that such changes are communicated via door hanger, on the web, through HOA email blasts, text alerts, and large banner signage. It is estimated that the changes could be implemented in late summer once all the materials have been approved, put in place and ample notice has been given to the residents. **Please see attached proposal from Waste Connections for additional information and details.**

- **Public Safety / GM Liaison Committee Updates:**

A. The last meeting was held on May 12th, 2025. Topics included receiving an update from Little Elm Police Department; reports from Little Elm Fire Dept; Waste Connections; Southern Botanical Landscaping updates; updates from the Website and Communications committee, an update on UTRWD Stage 1 drought restrictions; Engineering matters, including Annual Street Maintenance plans, and preparing new ROW forms and procedures; Emergency Response Committee plans; bus stop concerns on South Paloma Creek, Denton ISD Crossing Guard updates and general updates from directors.

B. Emergency Management Coordinator Updates:

- i. Pending: Emergency operations manual creation has been delayed until the second quarter of 2025.

*The next PC Safety Committee meeting is scheduled for **MONDAY, June 9th, 2025 at 6:30 PM**. This is not an open public meeting as it does not meet the requirements under the Open Meetings Act as stipulated by the Office of the Attorney General of Texas.*

- **Website, Communications, and Tracker Ticket Committee Updates:**

- The last quarterly meeting occurred on March 5th.
 - Sign designs are under review by directors.
 - Triton is still promoting Alerts and Facebook. Two contest winners received their \$25 gift cards donated by Blue Line and it was advertised on Facebook.
- Next meeting will occur on June 4th, 2025.
- There is currently one (1) open ticket for beaver dams in 11A.

- **Neighborhood Maintenance Issues/Updates/Concerns by District:**

- A. **District 8-A**

- Maintenance Issues/Updates/Concerns :**

- 1. Bus stop locations on South Paloma Creek at Lake Grove are still under review. GoldStar Transportation is being replaced by Little Elm ISD Transportation. GM will make contact when LEISD officially takes over operations in the next school year.

- Engineering Related Matters for Consideration and/or Approval:**

- Updates:**

- 1. Blue Line Engineer started updating ROW applications and related documents. Completion date has been extended to mid-June 2025.
 - 2. Engineer is working on filing appropriate reports and surveys on water and wastewater usage that were not filed in a timely manner by the previous engineer. This requires actions and assistance from Mustang SUD. Also working on filing Consumer Confidence Reports (CCR) that is due in July of 2025.
 - 3. Engineer is finalizing an ILA with the Town of Little Elm and your General Counsel for regular maintenance of outfalls and debris separators. Annual pricing is anticipated not to exceed \$20,688.00 for quarterly cleaning of all separators within Districts 8A, 11A, 11B, and 11C. Costs will be allocated to the districts based on the number of debris separators in each district x \$86.20 x 4 times per year. 8A = \$7240.80, 11A =\$2413.60, 11B=\$5861.60, and 11C=\$5172.00.

4. Blue Line has completed on-site roadway, curb and gutter, and flatwork assessments in all districts. Locations are being mapped, linear footage for curb and gutter work and routing and sealing of cracks are being calculated as are square yardage for panel replacements. Once the data is compiled and mapped, it will be sent to a Blue Line subcontractor for preparation to publicly bid the project.
5. Consider and discuss a cost-shared traffic study on South Paloma Blvd. from US 380 and Gammon Road. Study to take into consideration speeds, traffic volumes, traffic queues and delays, etc. Costs can be shared based on lanes/roadway percentages in each District (11A, 11B, and 8A). Timeframe would be mid August once the new school year resumes.

Action Item(s):

1. There are none this month.

B. **District 8 B:**

Maintenance Issues/Updates/Concerns :

1. Nothing to report this month.

Engineering Related Matters for Consideration and/or Approval:

Updates:

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2. Engineer is working on filing appropriate reports and surveys on water and wastewater usage that were not filed in a timely manner by the previous engineer. This requires actions and assistance from Mustang SUD. Also working on filing Consumer Confidence Reports (CCR) that is due in July of 2025.

Action Item(s):

1. There are none this month.

C. **District 11 A:**

Maintenance Issues/Updates/Concerns :

1. Beaver dams have returned to the creek area behind Redfin Dr. There are three that have been identified. GM is bidding this out to be completed at the same time as the large 11B grading and excavation project in order to save costs.

Engineering Related Matters for Consideration and/or Approval:

Updates:

1. Blue Line Engineer started updating ROW applications and related documents. Completion date has been extended to mid-June 2025.
2. Engineer is working on filing appropriate reports and surveys on water and wastewater usage that were not filed in a timely manner by the previous engineer. This requires actions and assistance from Mustang SUD. Also working on filing Consumer Confidence Reports (CCR) that is due in July of 2025.

3. Engineer is finalizing an ILA with the Town of Little Elm and your General Counsel for regular maintenance of outfalls and debris separators. Annual pricing is anticipated not to exceed \$20,688.00 for quarterly cleaning of all separators within Districts 8A, 11A, 11B, and 11C. Costs will be allocated to the districts based on the number of debris separators in each district x \$86.20 x 4 times per year. 8A = \$7240.80, 11A = \$2413.60, 11B = \$5861.60, and 11C = \$5172.00.
4. Blue Line has completed on-site roadway, curb and gutter, and flatwork assessments in all districts. Locations are being mapped, linear footage for curb and gutter work and routing and sealing of cracks are being calculated as are square yardage for panel replacements. Once the data is compiled and mapped, it will be sent to a Blue Line subcontractor for preparation to publicly bid the project.
5. Consider and discuss a cost-shared traffic study on South Paloma Blvd. from US 380 and Gammon Road. Study to take into consideration speeds, traffic volumes, traffic queues and delays, etc. Costs can be shared based on lanes/roadway percentages in each District (11A, 11B, and 8A). Timeframe would be mid August once the new school year resumes.
6. Engineer is working on filing appropriate reports and surveys on water and wastewater usage that were not filed in a timely manner by the previous engineer. This requires actions and assistance from Mustang SUD. Also working on filing Consumer Confidence Reports (CCR) that is due in July of 2025.

Action Item(s):

1. There are none this month.

D. **District 11 B:**

Maintenance Issues/Updates/Concerns :

1. GM is bidding out installation of irrigation infrastructure (requires boring under the road) on southernmost medians of South Paloma Creek..
2. 2200 block of Scott Creek: Continued oil leak issues with a resident's car. Vehicle was towed but was returned to the location within a day or two. ABHR has escalated the issue, sent an additional demand letter for payment for street cleaning and trash services have been suspended.
3. Reported illegal dumping (motor oil) to LEPD. Home in 1800 block of Abby Creek dumping oil and filters over fence on District property.
4. Blue Line continues to communicate with and receive updates from Mustang SUD regarding valve risers that are trip hazards within the district. Emails continue to be sent asking for status updates on the outstanding issues.
5. Consider and discuss a cost-shared traffic study on South Paloma Blvd. from US 380 and Gammon Road. Study to take into consideration speeds, traffic volumes, traffic queues and delays, etc. Costs can be shared based on lanes/roadway percentages in each District (11A, 11B, and 8A). Timeframe would be mid August once the new school year resumes.

Engineering Related Matters for Consideration and/or Approval:

Updates:

1. Blue Line Engineer started updating ROW applications and related documents. Completion date has been extended to mid-June 2025.

2. Engineer is working on filing appropriate reports and surveys on water and wastewater usage that were not filed in a timely manner by the previous engineer. This requires actions and assistance from Mustang SUD. Also working on filing Consumer Confidence Reports (CCR) that is due in July of 2025.
3. A mandatory, on site, pre-bid meeting was held on April 25th for the remaining grading work along the creek channel between Abby Creek and Eppright Dr.
4. Vlex Construction completed the second half of the Ordonez project. Engineer has reviewed and approved pay App #2 and Change Order #2. Final punch walk will be scheduled soon and conducted prior to the retainage payment being made.
5. A mandatory, on site, pre-bid meeting was held on April 25th for the drainage issues on Angus Drive. GM will establish communication with the HOA to coordinate this work this summer when soil conditions are drier and work can be performed without causing additional damage.
6. Engineer is finalizing an ILA with the Town of Little Elm and your General Counsel for regular maintenance of outfalls and debris separators. Annual pricing is anticipated not to exceed \$20,688.00 for quarterly cleaning of all separators within Districts 8A, 11A, 11B, and 11C. Costs will be allocated to the districts based on the number of debris separators in each district x \$86.20 x 4 times per year. 8A = \$7240.80, 11A = \$2413.60, 11B = \$5861.60, and 11C = \$5172.00.

7. Blue Line has completed on-site roadway, curb and gutter, and flatwork assessments in all districts. Locations are being mapped, linear footage for curb and gutter work and routing and sealing of cracks are being calculated as are square yardage for panel replacements. Once the data is compiled and mapped, it will be sent to a Blue Line subcontractor for preparation to publicly bid the project.

Action Item(s):

1. Consider and approve Pay application #2 from VLEX Construction in the amount of \$186,855.12. See attached pay application for more details.
2. Consider and approve proposed Change Order #2 in the amount of \$3210.00 for an extra 66 square yards of material that was needed to complete the job.
3. Consider and approve an estimate from Woodlake Outdoor in the amount of \$98,693.06 for grading the centerline of the creek channel between Eppright and Abby Creek for positive flow and debris removal and clearing of creek to establish flow behind Angus Dr.

E. **District 11 C:**

Maintenance Issues/Updates/Concerns :

1. Blue Line crews continue to monitor trash and debris from the 11C outfall areas along Eppright Drive.
2. Conducted inspection and took photos of Lift Station for records keeping purposes (ABHR).

3. The four (4) additional speed limit signs and poles for Rivers Creek were installed on May 10th, 2025.



Engineering Related Matters for Consideration and/or Approval:

Updates:

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Action Item(s):

1. There are none this month.



Little Elm Police Services:

I. Personnel/Equipment/Budget Updates:

Personnel: No updates.

Vehicle Updates: No updates.

Equipment: No updates.

Budget: Nothing at this time.

II. Community Events and Crime Prevention Efforts

None reported to the GM.

III. Braswell Zone School Updates from LEPD (from the SRO Sergeant):

Catherine Bell:

1. See attached newsletter.

Paloma Creek Elementary:

1. See attached newsletter.

Navo Middle School:

1. See attached newsletter.

Braswell High School:

1. See attached newsletter.

IV. Police Calls For Service, Traffic Enforcement Statistics and Related Activities.

For the month of **April 2025**, Little Elm PD logged the following TOTAL calls and activity in all of Paloma Creek:

Total Calls: 229 (dispatched/self-initiated) down from **416** in MAR.

Dispatched calls: 167 down from **275** in MAR.

Officer Initiated calls/contacts: 62 (27%)

Traffic Stops: 31, down from 87 in MAR.

Traffic Warnings and Citations Issued: 09/04

Parking Violation Complaints: 14 (0 Citations/8 warnings)

****See Attached Reports Provided By LEPD For More Detailed Information on Street Crimes Unit Activity and Notable Offenses****



Little Elm Fire Services

I. Little Elm FD Coverage/Staffing/ Updates:

A. Staffing: LEPD has a required minimum of 5 firefighter/medics for every company (engine and ambulance). Minimum staffing levels were met on all days this month.

B. Apparatus Updates: There are none this month.

C. Personnel Updates: None

II. Community Events:

A. Nothing to Report this month.

III. Run Logs and Calls:

A. For the month of April 2025, Little Elm FD responded to a total of 92 calls for fire/ems services, down from 108 in March of 2025.

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