



City of Duncanville

TO: Mayor and City Council

FROM: Kevin Hugman, City Manager

DATE: January 19, 2018

SUBJECT: Weekly Update

HR Manager – HR Manager Jennifer Otey has decided to resign her position with the city effective April of this year. Jennifer is expecting her third child in April and has decided to become a stay-at-home mom for a while. She began her career with Duncanville as the Finance Administrative Secretary in June 2004, and then transferred to Human Resources in September 2008. During this time, she obtained her Master's degree in Human Resources Management and became the HR Manager in January 2011. During her tenure, she has many noteworthy accomplishments that have benefitted city employees and the organization. Most recently, she and her assistant developed an employee wellness program that began in FY 2017, and she has been instrumental in developing the Duncanville Leadership Academy that launched this month with the inaugural class. She will be missed, but we have begun the recruitment process to fill her position.

Fire Department – The Department has not had any major fire or EMS events in Duncanville this week.

Four firefighters graduated from paramedic school at El Centro College on January 12, 2018. They have all taken their National Registry exam and passed and will now ride the MICU as a third hand until they receive their certification from the Department of State Health Services. Four more firefighters are in paramedic school and expected to graduate in the spring, which will significantly bolster our paramedic staffing. All have shown a great dedication and worked hard in their studies to pass the National Registry exam on the first attempt. Congratulations to them!

Police Department – On Thursday night at approximately 8:00p, four males entered the Subway store on Cedar Ridge and demanded money. At least two of the suspects were armed. Duncanville PD arrived within two minutes of the robbery and were able to pursue the suspects into Dallas. With Dallas PD assisting, all four suspects were taken into custody after a brief vehicle and foot pursuit. It was a great team effort between the

SWRCC Dispatch center and Duncanville PD and we are proud of their efforts and diligence! Luckily, none of the store employees were harmed.

Recruits Darren Adams and Stephanie Straw graduated from the North Central Texas Council of Governments Regional Police Academy Friday, January 19. Ms. Straw was one of the five class officers, serving as Secretary/Treasurer for BCAPS Class #245. Both represented the City of Duncanville and the Duncanville Police Department very well during their academy training experience. They will return to the Police Department on Monday, January 22 to begin the field training program.



Kudos also to Police Chief Robert Brown and Community Services Officer Doug Sisk for being two of the five nominees for the 2017 Chamber of Commerce Man of the Year award. The Man of the Year, and other awards, were presented last night at the annual Chamber of Commerce / State of the City Banquet. While neither one received the award, it is an honor for them to be recognized for their contributions to the Duncanville community and we are proud of their service to the citizens!

Public Works – Water usage was 23.836 MG, down from 25.134 MG the prior week. The daily peak water demand occurred on Thursday, January 11, 2018, when 3.717 MG was used. There was no precipitation last week.

All mosquito traps are negative for West Nile virus this week with no spraying scheduled.

Street Division crews were placed on 12 hour shifts on Monday, January 15 and Tuesday, January 16 to respond to the winter weather event. The crews monitored the icing of the roadways and bridges and distributed “ice chat,” a specially graded sand, on bridges and other icy areas. The cold weather caused the concrete plant to close and prevented the concrete construction crew from placing concrete and finishing sidewalks.

A building permit was issued to Bellevue Construction for construction of a new 105,285 square foot Hampton Inn & Suites at 202 E IH-20. The project is valued at \$6 million dollars with a permit fee of \$28,269. The building will have 102 guest rooms and meeting space.

There will be no Planning & Zoning Commission meeting on Monday January 22, 2018 due to no items on the agenda.

“No Parking” Areas – in December, Public Works sent notices to residents along Fain Street, Hollywood Park neighborhood, Willow Run neighborhood, and along Blueridge Drive regarding the Fire Department’s request to create “No Parking” zones in those areas to facilitate access by emergency vehicles. No response was received from the residents along Fain Street or Blueridge Drive so “No Parking” zones will be established in those areas in February (weather permitting). There were enough negative resident responses from Hollywood Park and Willow Run residents to warrant a hearing with the Public Works Director which will be scheduled for early February.

Construction Updates:

- The North Main Pump Station Ph II Improvements project is substantially complete. There are two change orders still pending due to design-related issues – tower illumination and a condensation drain line.
- Daniel-Nance-Vinyard Water Line Replacement. The contractor completed tie-ins and hydrostatic tests at Daniel and Nance. Water samples at these two locations are scheduled for next week (subject to weather). The contractor is still excavating and installing water line at Vinyard. The contract completion date for this project is February 12, 2018.
- A/E Firm Requests for Qualifications. On January 17, 2018, the City received approximately 20 Statements of Qualification from Architecture/Engineering (A/E) firms. Public Works will review these SoQs to identify a pool of 3-5 firms that we will use for designs and studies over the next five years.

Parks and Recreation

Parks – Keep Duncanville Beautiful conducted their annual litter survey last weekend. The results are being tabulated and will be shared in an upcoming weekly report.

Three Park Maintenance staff attended the national Sports Turf Managers Association conference in Fort Worth this week. This conference provides the most up to date knowledge and best practices of the sports turf industry that will assist our crews in maintaining quality athletic fields in Duncanville for our residents.

Recreation – The new flooring for the Senior Center will be installed starting January 31 and the center is expected to be closed through February 6. If it is completed earlier than expected, we will re-open the facility accordingly. Staff has also decorated the newly painted facility with wall hangings, mirrors, and a nice clock in the Northside Room.



Recreation Superintendent Veronica Williams is working with Ms. Gurnell, Duncanville High School construction department, for Black History Month exhibits at City Hall for February as well as props for the Daddy Daughter Dance. The photo journalism department will also participate in the dance providing couple portraits as well as general

pictures of the event. These are great examples of our growing partnership with Duncanville ISD!

Building Maintenance/Facilities – the concrete bases for the new parking lot lights at Central Fire Station are complete. Once the poles are received by Olson Electric, they will begin installation.

Economic Development – ED staff is providing support and working on the following projects:

- Continues to work with the Parks Department on the Fieldhouse facade improvement project. Bids were opened this week for painting and concrete sidewalk overlay.
- Coordinated with the businesses chosen for the Mayor's Choice awards for the Chamber of Commerce Awards / State of the City Banquet.

The Duncanville Logo Design Advisory Committee will meet Monday, January 22, 2018, at 6:00p in the City Council Briefing Room. The Committee will receive a presentation and participate in a logo design exercise with Misfit Brands. The Town Hall meeting will take place on Tuesday, January 23, 2018. Its purpose is to gain citizen input for the design of the new City logo. Check-in starts at 6:00p and the meeting starts at 6:30p. Following the logo input meeting, we will also have each department speak for a few minutes about major projects and be available for Q&A.

Certificate of Occupancy (CO) Permits Issued

- Central and Remote Advancement Team AKA Carat; 202 E. Wheatland Rd. Ste. # 150 (Professional Services)

Certificate of Occupancy (CO) Applications Received

- Giotto Real Estate Development LLC; 1102 S Santa Fe. Trl. Ste. #4 (Office)
- Louis Pools; 108 N Cedar Ridge Dr. (Pool Supply)

Public Information – News coverage for this week:

Village Tech Schools New Campus Groundbreaking in South Dallas

Link: <https://www.pr.com/press-release/741411>

Source: PR.com

Date: January 14, 2018

Three Lady Vol basketball signees selected as All-Americans (Zarielle Green, Duncanville HS)

Link: <http://www.local8now.com/content/sports/Three-Lady-Vol-basketball-signees-selected-as-All-Americans-469784273.html>

Source: WVLT TV

Date: January 17, 2018

Coach Cathy Self-Morgan Inducted Into Duncanville ISD Hall of Honor

Link: <http://www.focusdailynews.com/2018/01/18/coach-cathy-self-morgan-inducted-duncanville-isd-hall-honor/>

Source: Focus Daily News

Date: January 18, 2018

Proximity Learning Inc. Shows a Solution for Teacher Shortages is Possible in Duncanville ISD

Link: <https://www.bestsouthwestguide.com/duncanville/414-school-news-du/7323-proximity-learning-inc-shows-a-solution-for-teacher-shortages-is-possible-in-duncanville-isd>

Source: Best Southwest Guide

Date: January 18, 2018