



TO: Mayor and City Council

FROM: Kevin Hugman, City Manager

DATE: November 1, 2019

SUBJECT: Weekly Update

Vendor Outreach – On October 24, 2019, the cities of Duncanville, Cedar Hill, Desoto and Lancaster, jointly conducted a vendor outreach informational session at the Cedar Hill Government Center. The purpose of the seminar was to inform local small businesses and Minority/Woman Business Enterprises (M/WBE) of opportunities for contracting with cities, and how to get certified as a small business or M/WBE. Approximately sixty (60) people attended the seminar and overall, it was a great success. The response and participation in this meeting proved the need to continue outreach efforts to get vendors involved with each of the respective cities bidding opportunities. The City of Duncanville received several new vendor contacts at the event and vendor packets have been emailed to them. Purchasing has received several packets for set-up and continue to receive vendor(s) information daily via email as a result of the meeting.

Future seminars are planned, with the intent to conduct 3-4 each year, hosted by a different BSW city. Purchasing Manager Sheila Baker and Budget Analyst Jennifer Otey put together the materials for Duncanville and participated in the event.

Free WiFi in Parks – The Information Technology department has been working with Charter/Spectrum Communications to provide free Internet access via WiFi in several City parks. Plans have been approved by Charter/Spectrum to install WiFi in Alexander, Harrington, Lions, Armstrong, Red Bird, Rotary, Chris Paris, Lakeside, and Waterview Parks. This service is being provided at no cost to the citizens or the City and will be installed and maintained by Charter/Spectrum.

Citizens will be able to go to any of these locations and connect to the Internet via this new service. Current customers of Charter/Spectrum will have unlimited access via their personal account, while non-Charter/Spectrum customers will be able to log in free for 1 hour per day. Charter/Spectrum plans to have this free Internet service available in all locations by the end of the year.

Police Department – On Saturday, October 26, Duncanville PD participated in the DEA National Drug Take-back Day. Officer Doug Sisk and Property and Evidence Custodian Tim Jones received 338 pounds of unwanted or unused prescription drugs turned in by citizens.

Notes on recent activity:

- Night patrol officers arrested three different individuals in separate incidents, who had been operating vehicles while intoxicated.
 - A female driver who wrecked the vehicle she was operating into a ditch along U.S. Hwy 67. She was not hurt, nor was anyone else.
 - A female driver who allowed a traffic signal to cycle two times before moving, and who was operating the vehicle in which she was stopped with two infants, both of whom were less than a year old.
 - A male driver who was observed operating his vehicle while a traffic signal was being dragged under the vehicle. Officers determined the signal was from a light standard at Cockrell Hill and Gannon Ln.
- Directed Traffic Enforcement:
 - W. Danieldale Rd. – 0
 - E. Danieldale Rd. – 0
 - North and South Main St. – 7 citations
 - Astaire Ave and Avenue of the Stars – 0
 - East Wheatland Rd. – 0 citations
 - West Wheatland Rd. – 0

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

EMS Division Chief Mike Ryan graduated Summa Cum Laude with a Bachelor of Science in Fire Administration from Columbia Southern University. Mike worked diligently and many long hours to obtain his degree. Congratulations Mike!

The Department currently has two vacancies. No date has been scheduled for the next Civil Service exam. Human Resources has reviewed revisions to the Fire Department Hiring Guidelines and has scheduled a meeting with the Civil Service Commission for approval on November 8. The Civil Service exam will be scheduled following approval by the Commission.

Public Works – Water usage was 30.263 MG this week, down from 34.573 MG the previous week. The daily peak water demand occurred on Wednesday, October 23, when 4.521 MG was used. There was 1.89 inches of precipitation last reporting week (October 21 through October 27).

West Nile mosquito testing was conducted on October 15 at five locations throughout the City with negative results.

The Planning and Zoning Commission held a workshop on Monday, October 28, 2019 at 7:00p in the Briefing Room, City Hall to receive a presentation from Freese and Nichols and discuss the zoning ordinance update. The discussion included review of the first draft of Articles I-III of the zoning ordinance update and focused on how the draft incorporates the public input received at the beginning of the process, proposed zoning districts and land uses. No formal action was taken by the Commission.

The Duncanville Census Complete Count Committee (CCC) will meet on Thursday, November 7, 2019 at 6:00p in the Recreation Center Conference Room. Cynthia Cruz with the U.S. Census Bureau will conduct a training session with the Committee.

The Development Team will conduct a pre-development meeting on Wednesday, November 1, with a potential graphic design and print company looking to locate in the Downtown District.

Twenty-seven properties were registered for the residential rental property program since the last report, for a total of 925 registered properties year-to-date. Fifteen properties were inspected. Seven properties passed inspection and eight failed. Of the properties that failed, lack of GFCI protection was the primary reason for failure. Nine residential certificates of occupancy were issued, for a total of 284 certificates of occupancy issued year-to-date.

Code Enforcement collected \$479.62 on two liens this week, for a total of \$156,872.88 since the collection program started. A total of 330 liens have been paid since the program started.

Construction Update:

- The Concrete Construction crew removed and replaced 484 sq. ft. of sidewalk at 303 Walnut Street.
- City contractor Vortex began spray lining of manholes, jet washing of mains, and production of a post-construction video. A final walkthrough of the FY18 pipebursting project will be scheduled upon completion of this work.
- City contractor Douglas Dailey began installation of 8-inch water main for the FY19 Greenbriar Addition High Ridge Drive project
- City contractor FM Utilities continues installation of 8-inch wastewater main for the FY19 Forest Hills Addition South Alexander Avenue Water and Wastewater Improvements project.

Library – The Library and Recreation staff hosted the annual Boo Bash last weekend at the Fieldhouse. The event went extremely well, and the Fieldhouse location (it was moved from the Recreation center this year) proved to be a good decision since the event drew approximately 1,450 people - up from 1,300 last year. Staff and more than 50 volunteers made Boo Bash the success it was by helping with 25 games and four inflatable stations.

Seventeen community partners handed out candy and promoted their businesses or non-profit organizations.

Below are some of the reviews of Boo Bash on Facebook.

We loved it!! We were able to move along well, there were lots of games, very simple games for even the youngest. Our grandkids had a great time. The Escape room was perfect ... able to be escaped with little difficulty and the scariness at the end was great! I hope you do it again.

Love it from beginning to end. Was great. My daughter had a blast. All 100% good nothing bad. Great job to all that made this possible so kids can have fun. Thank you.

Parks and Recreation –

Parks:

- Work on the Lakeside Park pavilion (bond project) began this week with site work for the slab. The structure should start going vertical in the next couple of weeks.
- The Arbor Day Celebration will be held this coming Saturday at Armstrong Park next to the tennis court parking lot. Three hundred (300) saplings will be given away (maximum of 2 per attendee) from 9:00a – 11:00a. There will be an appearance by Happy Earth, the new KDB mascot at the event as well. See flyer at end of this memo.
- Keep Duncanville Beautiful held their annual planning retreat at the Chamber of Commerce offices last Saturday, October 26. The Board is working on an educational curriculum to be highlighted by Happy Earth and used in schools and at special events.
- With winter weather forecasted for the end of this week, park bathrooms were winterized and irrigation systems checked to ensure they are not operational when the temperatures fall below freezing. The bathrooms will be reopened as warmer weather is forecast on Friday.



Fieldhouse:

- This coming week we have:
 - Champions Before & After School Program - Monday thru Friday 6:30a to 8:00a & 3:30p to 6:30p

- Submission Hunter Pro Jiu Jitsu Tournament - Saturday 3:00a to 9:00p x 3 courts
- Jr. NBA Youth Basketball League - Sunday 3:00p to 8:00p x 5 courts

Recreation:

- The Boo Bash with the Library was a huge success.
- The live TV channels were returned to the cardio equipment on Thursday. The labels need to be revised but the channels are operational.

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

- Met with a developer interested in developing in Duncanville.
- Continue to work with HOT Fund Grant Receipts to close out FY 18-19 grants.
- Continue to work with Palio Partners and Russell Glen Company as they repurpose buildings located on Cedar Ridge and Hwy 67.

The DCEDC held their regular scheduled Board Meeting and voted to sign a letter of support for the Parks and Recreation Department grant funding request from Texas Parks and Wildlife Department to update the Kidsville playground at Armstrong Park. The election of the president and vice president were postponed until the next meeting to ensure all members are present to vote. The Board received a proposal from an individual interested in property the Board owns.

Certificate of Occupancy (CO) Permits Issued:

- Pretty Ladies Boutique; 603 E. Hwy 67, Suite #103 (Retail Clothing)
- A-MBK INT'L Market, LTD; 203 E. Camp Wisdom Rd., Suite #A (African Grocery Store)
- The Burg; 105 E. Davis St. (Office Space)
- JVS Tax Services; 426 N. Main St. (Tax Office)
- Legends Bar & Grill; 700 S. Cockrell Hill Rd., Suite #100 (New Ownership - Legends Bar and Grill)
- FM Auto Sale; 706 E. Red Bird Ln., Suite #113 (Auto Sale)
- A & C Auto Sales; 706 E. Red Bird Ln., Suite #112 (Auto Dealer, Auto Sales)
- Warners Wellness and Relaxation Center, LLC; 607 N. Cedar E. Ridge Dr., Suite #200A (Office for Weight Loss, Counseling, and Relaxation)

Certificate of Occupancy (CO) Applications Received:

- JT Industrial Supply; 1182 Explorer, Suite #K (Distributor of Fasteners/Hardware)
- C&M Concrete Contracting; 1142 S. Cedar Ridge Dr., Suite #A (Storage Facility for Concrete Business – Storage of Forms Concrete, Angle Iron, L Beams, Flat Metal, and Plate Steel)
- Studio BW; 902 S. Cedar Ridge Dr., Suite #902 - 906 (Salon (Suite 902 & 904) and Customer Waiting Area (Suite 906))

- Fellowship of Worship Bible Church; 619 Mercury Ave., Suite #106 & 108 (Special Purpose Church, Non-Profit, To Be Used Only As Church Assembly Education Instruction)
- Duncan Hotel, LLC; 202 Jellison Blvd. (Motel (Change of Ownership))

Public Information – News coverage for this week:

Title: Duncanville High School to See Spike in Security Amid Social Media Threat

Link: <https://dfw.cbslocal.com/2019/10/27/students-will-see-spike-in-security-at-duncanville-high-school-amid-social-media-threat/>

Source: CBS DFW

Date: October 27, 2019

Title: 2 students in custody for social media threat targeting Duncanville High School

Link: <https://www.fox4news.com/news/2-students-in-custody-for-social-media-threat-targeting-duncanville-high-school>

Source: Fox 4

Date: October 27, 2019

Title: New Duncanville ISD Clear Bag Policy

Link: <https://www.focusdailynews.com/new-duncanville-isd-clear-bag-policy/>

Source: Focus Daily News

Date: October 27, 2019

Title: 2 in Custody After Social Media Threat Targeting Duncanville HS

Link: <https://www.nbcdfw.com/news/local/Duncanville-High-School-to-Increase-Security-After-Social-Media-Threat-563952411.html>

Source: NBCDFW

Date: October 27, 2019

Title: Several Dallas-area school districts on alert Monday after threats circulate on Instagram

Link: <https://www.dallasnews.com/news/education/2019/10/28/several-dallas-area-school-districts-on-alert-monday-after-threats-circulate-on-instagram/>

Source: The Dallas Morning News

Date: October 28, 2019

Title: Texas High School Increases Security Following Social Media Threat

Link: <https://campuslifecurity.com/articles/2019/10/29/texas-high-school-increases-security-following-social-media-threat.aspx>

Source: Campus Security & Life Safety

Date: October 29, 2019

Title: Several DFW Schools Targeted With Online Threats

Link: <http://www.wbap.com/2019/10/29/several-dfw-schools-targeted-with-online-threats/>

Source: WBAP

Date: October 29, 2019

ARBOR DAY 2019

TREE PLANTING AND CELEBRATION



FREE: Shade Tree Saplings*
*Two saplings per person

Saturday, November 2
9-11am | Armstrong Park
(Tennis Court Parking Lot - East side of City Hall near the Police Station)

