



TO: Mayor and City Council

FROM: Kevin Hugman, City Manager

DATE: December 13, 2019

SUBJECT: Weekly Update

Sales Tax Report - Sales tax collections for October sales (December payment) shows an increase of 11.4% over the same period last year, with an overall increase for FY 2019-2020 of 11.4% compared to FY 18-19 sales tax revenue (this is the first month of sales tax collections attributed to FY 19-20).

There are two factors influencing this month's sales tax collections that account for some of this growth:

- (1) Single Local Tax rate collections for sellers outside of the state of Texas ("remote sellers"): In response to the June 2018 *South Dakota v. Wayfair* Supreme Court decision, the State Legislature has enacted two laws which now provide guidance to the State Comptroller in allocating sales tax to cities for remote sellers. HB 1525 created new tax collection responsibilities for marketplace providers (Amazon, eBay, Walmart Marketplace, and Etsy, as examples) and marketplace sellers (third parties that use marketplace providers). Marketplace providers are now required to collect and remit state and local sales and use tax on all third-party sales. HB 2153 provides a single local tax (SLT) rate that remote sellers may use in place of actual location-specific local tax rates. The Comptroller began allocating monthly tax reported by SLT rate to local jurisdictions in December 2019:
- (2) An audit of sales tax payers in Duncanville also found some sales taxes not being reported correctly or being allocated incorrectly. This month's sales tax collections due to audit findings was \$7,173 or 8% of the total collected.

Therefore, excluding the amounts collected for the new SLT collections, and the amount collected due to audit findings, the city saw a growth of \$81,541 over the same period last fiscal year, or a 10% growth.

STATE OF TEXAS					
COMPTROLLER OF PUBLIC ACCOUNTS					
CITY SALES AND USE TAX COMPARISON					
FY20 versus FY19					
	FY19 Payments	FY19 Payments	Increase (Decrease)	% Change	YTD %
OCTOBER	\$ 899,967.44	\$ 808,134.72	\$ 91,832.72	11.4%	11.4%
NOVEMBER		\$ 761,307.93			
DECEMBER		\$ 982,541.46			
JANUARY		\$ 751,474.37			
FEBRUARY		\$ 763,496.18			
MARCH		\$ 1,069,253.79			
APRIL		\$ 846,390.05			
MAY		\$ 879,867.74			
JUNE		\$ 1,018,284.27			
JULY		\$ 861,472.41			
AUGUST		\$ 885,497.37			
SEPTEMBER		\$ 1,023,608.43			
Total	\$ 899,967.44	\$ 10,651,328.72	\$ 91,832.72		0.9%
City Portion	\$ 449,983.72	\$ 5,325,664.36			
Property Tax Relief	\$ 224,991.86	\$ 2,662,832.18			
Total Gen Fund	\$ 674,975.58	\$ 7,988,496.54			
4B	\$ 224,991.86	\$ 2,662,832.18			

2019 Employee Leadership Academy – This week, the city graduated the second class from the City Employee Leadership Academy. Fourteen Duncanville city employees from various departments completed the eleven-month training curriculum on Wednesday, December 11, 2019. The purpose of the Leadership Academy is to recognize and develop upcoming leaders amongst the staff who exhibit qualities of integrity, accountability, empathy, humility, resilience, vision, influence and positivity. Graduates of this year's academy are:

- Jimmy Shelley – Maintenance Worker Streets
- Jose Torres, Crew Leader Streets
- Stephanie Lott, Librarian
- Duaine Mayo, Police Officer
- Christopher McCaleb, Police Lieutenant
- Ronald Wilcots, Police Lieutenant
- Richard Jones, Fieldhouse Operations Supervisor
- Derrick Downs, Crew Leader Utility Billing
- Daisy Guillen, Court Clerk
- Mike Forester, Crew Leader, Irrigation
- Ervey Morales – Skilled Maintenance Worker Parks
- David Dunn, Assistant Utilities Operations Manager

- Angelica Garcia, Building Inspections Coordinator
- Esther Wright, Senior Code Enforcement Officer

The Leadership Academy is a one-year program that meets monthly for leadership training, which also includes city-related topics such as Introduction to City Values and Culture, Community Engagement,



Council Relations, Strategic Planning, etc. Midway through the program, academy members divide into three groups and select a city-related project they are responsible for researching, developing, and implementing. The group projects for the 2019 academy program were:

- (1) City University – Establish and implement a city-wide training and development program for employees.
- (2) Senior Center Expansion – Research and recommend expanded programs/services for the Duncanville D.L. Hopkins Jr. Senior Center.
- (3) Employee “Walk In Your Shoes” Day – Create a program where employees rotate through departments/divisions to learn/observe what each department does.

Police Department – the November monthly report concerning use of force incidents, vehicle pursuits, complaints filed against officers, and police community engagements is attached. Also attached is the monthly crime report for November 2019 compared to previous month. Because of the change in reporting data to NIBRS, we do not have a report comparing November 2019 to the same period last year because the data categories are so much different. This will be true until we have 12 months experience under NIBRS reporting.

Crime Prevention Officer Doug Sisk was recognized by the Texas Chisholm Trail Crime Prevention Association as the 2019 Crime Prevention Officer of the Year (Overall). This association is comprised of concerned citizens, private security professionals, loss prevention experts, crime prevention specialists, public safety educators and law enforcement officers (from over 20 police agencies in North Texas). Congratulations to Officer Sisk!

The local City Credit Union and realtor Ebby Holiday provided donations from their efforts to the Duncanville Santa Cop program this week. Thank you to these businesses!

Notes on recent activity:

- A night patrol officer was dispatched to a shopping center along Cedar Ridge early one morning regarding a report of a male banging on business windows and slapping security cameras. The officer located the male near the parking lot based on the description provided in the report. When the officer approached the male to detain him and investigate whether any damage was done to near-by businesses, the male began running from the officer. The officer was able to catch the offender and place him in custody for evading a lawful detention. It did not appear there was any damage to nearby property.
- After a traffic officer stopped a motorist for a seatbelt violation, the officer noticed an odor associated with marijuana emanating from the stopped vehicle. The officer discovered marijuana and an illegally possessed handgun in the vehicle. The driver was arrested, and all contraband seized as evidence.
- A night patrol officer, patrolling Lakeside Park before dawn one morning, encountered a vehicle occupied by two people. During the officer's investigation, one occupant provided false information. That occupant was subsequently arrested, and marijuana and an illegally possessed handgun confiscated as evidence, and an unrelated warrant confirmed on the arrested person.
- Directed Traffic Enforcement:
 - W. Danieldale Rd. – (6) citations
 - E. Danieldale Rd. – (1) citation
 - North and South Main St. – (10) citations
 - Astaire Ave and Avenue of the Stars – 0
 - East Wheatland Rd. – (5) citations
 - West Wheatland Rd. – (1) citation

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

The Christmas parade was a successful event that went off with no issues. The event continues to improve each year with carefully planned coordination between departments in the City.

The Department currently has two vacancies and conducted a civil service entrance exam on Saturday, December 7, 2019. There were 60 applicants who signed up to take the exam, but only 28 showed up. Of the 28 who showed up, 17 passed the exam. The physical agility test was conducted in the afternoon with 15 candidates, and 11 candidates passed the physical agility test in the required time. There are five firefighter/paramedics on the list and one paramedic with no firefighter certificates, so although the candidate pool is small, we do believe there are quality candidates. The candidates have until December 20 to return their Personal History Statements after which they will be reviewed, and interviews scheduled.

EMS Division Chief Mike Ryan has been re-certifying the DeSoto Fire/Rescue paramedics this week for the American Heart Association Card Class Pediatric Advanced Life Support (PALS). This card class cost \$25 for recertification for each paramedic. Another example of our Regional partnerships working together to save expenses for the Departments.

Public Works – Water usage was 17.320 MG this week, down from 22.686 MG the previous week. The daily peak water demand occurred on Monday, December 2, when 3.665 MG was used. There was no precipitation last reporting week (December 2 through December 8).

The Planning and Zoning Commission held their regularly scheduled meeting on Monday, December 9, 2019 at 7:00p in the Council Chambers at City Hall. The agenda consisted of two replats for commercial projects on South Clark Road and South Cedar Ridge Drive.

City Planner Chasidy Benson and Planning Technician Athena Seaton participated in Career Day at Central Elementary on Thursday, December 12. Information presented included planning careers, zoning and the importance of education. Focus was placed on the importance of the 2020 Census. Students participated in a short activity that promoted the Duncanville theme, "Count Me."

Thirty-five properties were registered for the residential rental property program since the last report, for a total of 1,133 registered properties year-to-date. Fourteen properties were inspected. Nine properties passed inspection and five failed. Of the properties that failed, lack of GFCI protection was the primary reason for failure. Three residential certificates of occupancy were issued for a total of 300 certificates of occupancy issued year-to-date.

Code Enforcement collected \$24,603.79 on 25 liens this week, for a total of \$188,903.39 since the collection program started. A total of 384 liens have been paid since the program started.

The attached monthly Code Enforcement Report compares the 2018-2019 notices of violations and citations issued for the month of November. For the month of November 2019, notices of violation are at -1.4% and citations are at 635.7% of those issued in November 2018. Year-to-date, notices of violations are at -30.8% and citations are up 29.1% compared to the same period in 2018.

Construction Update:

- The Concrete Construction crew repaired 210 sq. ft. of sidewalk at 706 Wren Avenue.
- City contractor Vortex completed spray lining of manholes and is working on a post-video for the wastewater work performed. A final walkthrough of the FY18 pipebursting project will be scheduled upon submittal of the wastewater post-video.

- City contractor Douglas Dailey continues installation of 8-inch water main for the FY19 Greenbriar Addition High Ridge Drive project. Crews have begun sidewalk restoration.
- City contractor FM Utilities continues installation of wastewater main for the FY19 Forest Hills Addition South Alexander Avenue Water and Wastewater Improvements project.
- City contractor Douglas Dailey completed pipebursting and reconnection of the new wastewater lateral services on Line "C" for the FY19 Center Ridge Water and Wastewater Improvements project.
- City Contractor Vescorp constructed 656 sq.ft. of sidewalk at 503 and 507 Holly Lane and constructed two driveway approaches for the FY19 Fairmeadows Sidewalk Improvements projects.



Parks and Recreation –

Parks:

- The Harrington Park soccer goals are being removed and activities shut down until the Duncanville Soccer Association Invitational Tournament scheduled for January 24-26, 2020.
- Painting of the concrete retaining walls along Cockrell Hill south of Hwy. 67 is continuing as weather permits.
- Lakeside Park Picnic Pavilion bond project is moving along pace with a scheduled January 2020 completion. Parking lot reconstruction plans are being finalized and will be constructed utilizing the Streets Concrete Crew.



Fieldhouse:

- New concessions area signage has been installed.
- All Phase II wall and fence bids have been received and staff is reviewing the bids for recommendation for approval.
- This coming week we have:
 - Champions Before & After School Program - Monday thru Friday 6:30a to 8:00a & 3:30p to 6:30p
 - DFW Promotions Youth Basketball Tournament - Saturday 9:00a to 6:00p & Sunday 8:00a to 4:00p x 3 courts



Senior Activity Center:

- Upcoming Events:
 - Goldenaires Christmas Program – Monday, Dec. 16 at 10:00a
 - Coffee with the Mayor – Wednesday, Dec. 18 at 8:30a
 - Choir Performance by Central Elementary – Wednesday, Dec. 18 at 11:00a
 - Music Performance by Randolph & Roxy – Thursday, Dec. 19 at 11:00a
 - Excursion: Prairie Lights & Dinner – Thursday, Dec. 19 at 4:15p
 - Christmas Performance & Luncheon – Friday, Dec. 20 at 11:00a

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

- Working with two different developers interested in purchasing property in Duncanville.
- Working with a current business on new signage.

The Duncanville Community and Economic Development Corporation will meet on Monday, December 16, 2019, at the Duncanville Public Library at 6:00p. The Board will elect a new president and vice president and consider a sign grant request for a local business.

Certificate of Occupancy (CO) Permits Issued:

- JTC Industrial Supply; 1182 Explorer Ste. # K (Distributor of Fasteners/Hardware)

- CBD American Shaman; 626 E. Hwy 67 Ste. # A (Retail Sales of Health and Wellness Products)
- Absolute CPR & Allied Health; 402 W. Wheatland Rd. Ste. # 140 (CPR & Allied Health Training, Community Foster Training)
- Brevenity LLC; 1184 Explorer St. Ste. #E (E-commerce, online sales)
- Magical House Salon; 700 S. Cockrell Hill Rd. Ste. # 114 (Salon)
- Unfiltered by Taye; 1019 S. Main St. Ste. # 128 (Makeup Artist Services and Waxing)
- Elegant Brows; 215 W. Camp Wisdom Rd. Ste. # 2 (Threading Salon)

Certificate of Occupancy (CO) Applications Received:

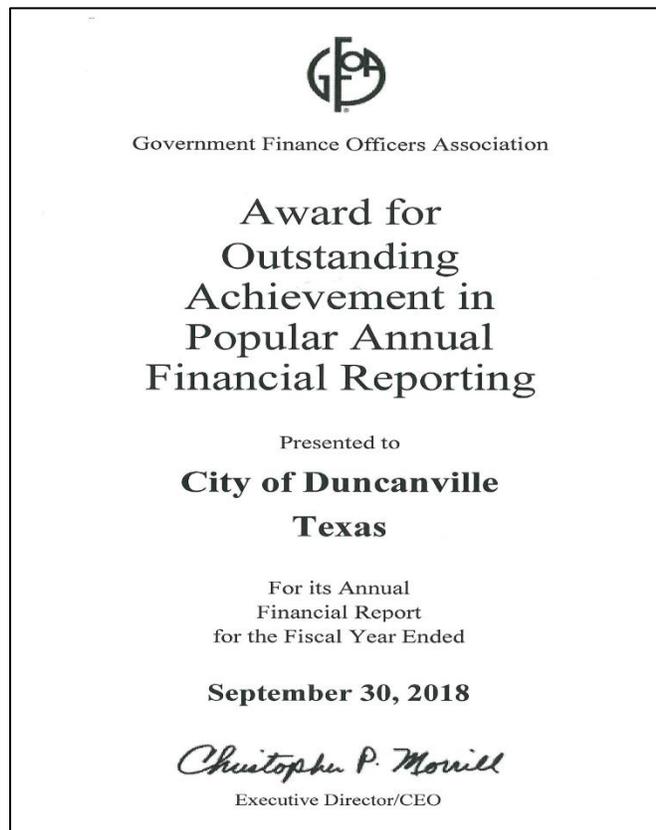
- Gone Postal LLC; 321 S. Cedar Ridge Dr. (retail - mailboxes, printing, business center)
- Custom Nail Bar; 901 E. Hwy 67 Ste. #FGH (full service nail salon)
- Honey Bundles, LLC; 426 E. Wheatland Rd. (Boutique/Salon)
- Cool Money Ent; 620 Crestside Dr. (Recording Studio)
- Absolute CPR & Allied Health Training; 402 W. Wheatland Rd. Suite # 180 (CPR & Allied Health Training Medical TVFC Site)

Public Information – News coverage for this week:

The City of Duncanville has been recognized by the Government Finance Officers Association (GFOA) for the city's first ever Annual Report for fiscal year 2017-2018. GFOA awarded the city for Outstanding Achievement in Popular Annual Financial Reporting (PAFR Award).

[View the 2017-2018 City of Duncanville Annual Report](#)

The award represents a significant achievement by the city. In order to be eligible for the PAFR award, a government must also submit its Comprehensive Annual Financial Report (CAFR) to GFOA's Certificate of Achievement for Excellence in Financial Reporting program and receive the CAFR award for the current fiscal year. Each eligible report is reviewed by



independent judges who evaluate the report based on the following categories: reader appeal, understandability, distribution methods, creativity, innovativeness and usefulness. Congratulations to PIO April Reiling and the Finance department for their efforts on the city's first Annual Report!



DUNCANVILLE POLICE DEPARTMENT

MEMORANDUM

TO: Mr. Kevin Hugman, City Manager

FROM: Robert D. Brown, Jr., Chief of Police

SUBJECT: November 2019 Monthly Report

DATE: December 12, 2019

During the month of November 2019, we had –

Use of Force Incidents – 7

- Incident 1: 11/02/2019 – An intoxicated subject actively resisted Duncanville Police Officers and was also restrained in the jail after swinging at the Officer. Incident took place in a restaurant parking lot and administrative review determined force used was lawful and within policy.
- Incident 2: 11/02/2019 – Duncanville Police Officers were responding to a burglary in progress call where force was used against a suspect refusing to comply with their command. Incident took place at a residence and administrative review determined force used was lawful and within policy.
- Incident 3: 11/03/2019 – Duncanville Police Officers attempted to arrest a female under the influence of drugs. The female actively resisted and was taken to the ground. Incident took place in the front yard of a residence and administrative review determined force used was lawful and within policy.
- Incident 4: 11/17/2019 – Duncanville Police Officers had to use force on an intoxicated driver who was actively resisting arrest. The suspect kicked an officer and was struck by another officer. Incident took place on a city street and administrative review determined force used was lawful and within policy.
- Incident 5: 11/18/2019 – A suspect was trespassing at a business and attempted to flee prior to being arrested. The suspect was struck after taking an aggressive stance and grabbing a Duncanville Police Officer. Administrative review determined force used was lawful and within policy.

- Incident 6: 11/26/2019 – A suspect actively resisted arrest after being placed in handcuffs. While on the ground the suspect intentionally harmed a Duncanville Police Officer causing other Officers to strike him. Incident took place at a convenience store and administrative review determined force used was lawful and within policy.
- Incident 7: 11/30/2019 – An intoxicated female actively resisted arrest and refused to get inside the squad car when instructed. Incident took place at a gas station and administrative review determined force used was lawful and within policy.

Vehicle Pursuits – 0

Complaints Filed – 1

- Incident 1 – Internal complaint for policy violation. Complaint is still under investigation.

Community Meetings Held/Attended/Partnerships Developed – 8 meetings 290 Partnerships

- CPA Class – Police Station – 25 partnerships
- Senior Safety – Senior Center – 100 partnerships
- CPA Graduation – Senior Center – 60 partnerships
- Fraud/Scams/Skimmers – Senior Center – 32 partnerships
- COP Meeting – Police Station – 19 partnerships
- Crime Watch Meeting – 800 Link Apartments – 15 partnerships
- COP Training – Police Station – 24 partnerships
- Town Hall Meeting – Senior Center – 15 partnerships

Monthly Crime Report – November 2019 Group A Offenses

	LAST MONTH	THIS MONTH	
09A - Murder and Nonnegligent Manslaughter	1	0	-100%
11A - Rape	1	5	400%
11B - Sodomy	0	1	100%
11C - Sexual Assault with an Object	1	0	-100%
11D - Fondling	1	1	0%
100 - Kidnapping/Abduction	0	0	0%
120 - Robbery	8	6	-25%
13A - Aggravated Assault	5	6	20%
13B - Simple Assault	20	34	70%
13C - Intimidation	2	0	-200%
220 - Burglary/Breaking and Entering	13	5	-62%
23A - Pocket-picking	0	1	100%
23B - Purse-snatching	0	1	100%
23C - Shoplifting	9	12	33%
23D - Theft From Building	0	1	100%
23E - Theft From Coin Operated Machine or Device	1	0	-100%
23F - Theft from Motor Vehicle	37	21	-43%
23G - Theft From Motor Vehicle Parts/Accessories	2	1	-50%
23H - All Other Larceny	12	18	50%
240 - Motor Vehicle Theft	15	11	-27%
250 - Counterfeiting/Forgery	2	3	50%
26A - False Pretense/Swindle/Confidence Game	0	1	100%
26B - Credit Card/Automatic Teller Machine Fraud	6	2	-67%
26F - Identity Theft	1	2	100%
26C - Impersonation	0	0	0%
270 - Embezzlement	0	0	0%
280 - Stolen Property Offenses	0	0	0%
290 - Destruction/Damage/Vandalism of Property	15	17	13%
35A - Drug/Narcotic Violations	15	13	-13%
35B - Drug Equipment Violations	2	4	100%
370- Pornography/Obscene Material	0	1	100%
520 - Weapons Law Violations	5	3	-40%
720 - Animal Cruelty	0	1	100%
GRAND TOTAL	<u>174</u>	<u>171</u>	-2%

Monthly Code Enforcement Report – November 2019

	2019				2018			
	November		YTD		November		YTD	
	Notices of Violation	Citations	Notices of Violation	Citations	Notices of Violation	Citations	Notices of Violation	Citations
Building Code Violations								
Construction w/o Permit or Illegal Construction	26	4	316	39	4	2	133	23
Construction w/o Permit, Maximum # Allowed	2		2				3	
Driveway in Disrepair	2		3				238	28
Fence in Disrepair	6	11	183	29	3		1	
Installation of Illegal Driveway						2	18	7
No Water Service			8	2			687	41
Other Violations		9	19	15	4		6	2
Parking Lot in Disrepair	3		7	2	3			
Permit Submitted/Not Picked Up	5		5				6	
Plumbing Violation Sewer Lines/Covers							6	
Plumbing Violation			1				3	
Substandard Building	8	8	161	55		1	112	23
Buildings and Geneneral Building Regs								
VBR			1				43	10
Nuisance Violations								
Dumpster & Dumpster Enclosure			4		1		5	
Graffiti	1		6				17	2
Growth Limitations - Plant Life	2		79	2	10		130	2
High Grass	5	10	458	63	15	1	675	31
Illegal Dumping			2	1			4	
Illegal Open Storage	44	53	1138	162	44	3	1134	102
Illicit Discharge			2	2			4	2
Illegal Truck			5	2	2		37	7
Junked/Inoperable/Illegal Vehicles	9		256	6	11		388	6
Junked Vehicles - Private Property or Street			16		4		31	2
Parking Trucks in Commercial Areas								
Vehicle over 1.5 tons capacity in Residential Areas			8				17	1
Visibility obstruction			8				9	
Other Violations								
Dead trees or Vegetation	1		14				30	4
Dumpster Screening Required							3	
Garage Sales w/o Permit			2				10	
Illegal Placement of Trash	1		13				84	3
Other Violations	1		109	13	1		28	8
Over 5 Vehicles on Residential Prop.	1		4		1		5	
Parking on Sidewalk			11				266	53
Parking on Sidewalk or Unimproved Surface	3	1	152	43	13	2	1	
Trash Containers Left Open							62	4
Trash Out Early	10	1	79	14	5		350	10
Vegetation Encroachment or on Sidewalk or Curb	1		4	1	4		13	
Vegetation on Sidewalk/Curb/Gutter							4	
Vehicles Displayed for Sale			7					
Sign Violations								
Banner Permit Expiring								
Banner w/o Permit			23	1			6	
Blinking or Flashing Sign								
Dilapidated & Deteriorated Condition			16	2			5	2
Illegal Placement of Sign			1	2			4	
Illegal Sign	1		8	5			9	2
Over 40% Window Signage			5					
Pennants Displayed			1				1	
Sign w/o Permit	1	3	23	8	3		9	1
Obsolete Sign			9	1			9	
Swimming Pools								
Improper Fence around Pool	1		2				5	1
Pool Not Maintained			15	5	2		36	15
Zoning Violations								
Containerized Storage			7	2		1	5	1
Illegal Construction- Nonpermissible	1	1	7	1				
Illegal Home Occupation			3				3	1
Illegal Outside Display of Goods			2			2	10	2
Illegal Use	2	2	23	35	2		20	3
No Current C.O.	2		21	2	9		19	
Parking Requirements								
Screening Requirements								
TOTALS	139	103	3249	515	141	14	4698	399
Compared to Same Previous Period	-1.4%	635.7%	-30.8%	29.1%				