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## MEMORANDUM

**TO:** Mayor & City Council

**FROM:** Luke B. Olson, City Manager

**SUBJECT:** Weekly FYI

**DATE:** November 21, 2024

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### **Meeting with Commissioner Mitchell**

Codi and I met with Commissioner Mitchell and John Polster this week to go over several outstanding items.

### **Merry on Main**

Public Works staff has been busy finishing up the Christmas Decorations for Merry on Main. Merry on Main is December 7, 2024. Also had a Merry on Main meeting to get everyone on the same page since there are new individuals here at City Hall.

### **City-wide cleanup**

It was a great turnout with 427 cars / trucks that participated. This Clean Up was the largest one yet with unbundled brush and bulk. Republic spent most of the afternoon getting caught up on the volume of materials that were delivered. Additional dumpsters had to be brought in on the day of the event. This was a successful event. Republic Waste and staff are in the early stages of planning the spring clean-up for April 12, 2025.

### **Enterprise Vehicles**

Chief Sawyer, I met with Enterprise to get the annual report from them and talk about multiple items concerning the fleet and the new vehicle market.

### **Library Roof**

The Library roof has become an issue. Apparently, the crews that were used under the original contract several years ago overtightened them and didn't use long enough screws. Also, the bird stop/eave closure was not installed properly. All these issues have led to water intrusion over the years. Early cost estimates were about \$10,000 to repair. However, we did come up with a solution that will work for around \$2,650. This should resolve the issues at hand currently.

### State and Local Fiscal Recovery Funds

Staff presented multiple items at the Thursday Night Council meeting for projects which can be completed with SLFR Funds. Staff is finalizing the quotes and will be bringing the final documents to the December 12, 2024 meeting. These projects range from security systems, park upgrades to playing fields, software conversions, and several other items.

### Council Meeting Preparation

Since next week is a short week and then we have a quick turnaround after the holiday. Staff and I have been working on getting ahead for the meeting.

### Signage around Town

\*\*\*This will be an ongoing project\*\*\*

Public Works over the next couple of weeks will be looking at faded signs to replace. Staff will also be fixing leaning poles for signs also.

### Incode Software

\*\*\*On Going Project\*\*\*

Finance, Court, and several staff members are preparing documents for Incode. These are the background documents and additional questions about our current system.

### Road Project Lists

\*\*\*McAdams Engineering and I are working on updating project progression below.

I have attached a chart of projects. Below is a list of some of the percentages of road projects and where they stand. I am working with Michael Cox to get a granular of where each one is in the process.

- Dobbs / Corinth / Binkley Barfield
  - **30 Percent Completion.**
- Shady Shores north of Swisher / Denton County / Halff
  - 90% complete with bridges and street approaches to bridges
  - Just beginning the design work for the rest of roadway
- Carlisle / Hickory Creek / Halff
  - 50% of plans completed, working on scheduling a Town Hall with Hickory Creek to go over plans with residents impacted by the project.
- Hundley / Lake Dallas / McAdams
  - Early 60% design stage
- Shady Shores south of Swisher / Lake Dallas / McAdams
  - Early 60% design stage

### Financials

Staff is working on reconciliations still; we are now finishing up July and starting into August. This has been a tedious process, but we are getting closer to bringing our financials up-to-date.

### General Items

- Working on City Council agenda items.
- Polaris ordered as approved by council.

## **Police**

*Calls for Service – 83*

*Self-Initiated – 85*

*Arrests – 1*

*Top 10 Calls For Service:*

- 1. Meet Complainant – 15*
- 2. Welfare Concern – 7*
- 3. Traffic Accident - 6*
- 4. Suspicious Activity – 4*
- 5. Disturbance – 3*
- 6. Noise Complaint – 3*
- 7. Vehicle Complaint – 3*
- 8. Fight – 2*
- 9. Burglary – 2*
- 10. Theft – 2*

*Directed Patrols (Close Patrol, Vacation Watch, etc.) – 66*

*Traffic Stops – 99*

Annual qualification for officers

## **Code Compliance & Willow Grove Camping & Keep Lake Dallas Beautiful**

CODE CASES –

- Currently working 30 cases.
- No Citations were issued.
- No Stop Work Orders were issued.
- Three Complaints

ACTIVITIES –

Code Compliance Officer

- Citywide cleanup on Saturday 11/16 was a tremendous success. Details and collection totals will be reported in the near future. The next cleanup has been scheduled for Saturday, April 12<sup>th</sup> 2025.
- Removed City Wide Cleanup banners/signage throughout the city.
- Reported two junk/abandoned vehicles on Overly and Prince to Police for enforcement.
- Worked case of illegal dumping of vegetation along TxDOT frontage at the south end of the city.
- Met with staff to discuss the upcoming Merry on Main event on Saturday, December 7<sup>th</sup>.
- Processed one Open Records Request.

#### WILLOW GROVE PARK –

- Kiosk – New wrap for the kiosk was installed on 11/5.
- Burn Ban – Denton County lifted the Burn Ban on 11/20.
- Occupancy - (Friday, Saturday) RV = 86.6% and Primitive = 16.6%.
- Lake Level – Currently 519.02, down from last week at 519.09. (full pool = 522 ft)
- Boat Ramp, Courtesy Dock and Fishing Pier – Open for business.
- Pavilion - Not rented this weekend.

#### KEEP LAKE DALLAS BEAUTIFUL –

- Willow Grove Park – Conducted litter abatement at the island.
- Litter Capture Device - Performed preparatory work at head of water shed related to installation.
- Bags to Benches – Delivered 48.23 pounds of bags. 194 pounds have been delivered so far this collection period.
- City Parks' Flutterby Garden – Conducted rehab of garden including litter abatement and trimming of overgrown Vitex.