



---

212 Main Street · Lake Dallas, Texas 75065 · (940) 497-2226 Office · (940) 497-4485 Fax

## MEMORANDUM

**TO:** Mayor & City Council

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

**SUBJECT:** Weekly FYI

**DATE:** December 6, 2024

---

### **Senior Luncheon**

The Senior Luncheon is on December 12, 2024. City Staff will be working the event so City Hall will be closed during that time.

### **Merry on Main**

Chief Sawyer, Codi Delcambre, and I are keeping an eye on the weather. Due to vendor contracts we have signed we have about 24 hrs. before the event to decide on the vendors. The decision on the Parade, Santa's Arrival, and Tree Lighting will be made at 2 pm. on Saturday. Once a decision is made, we will update the City's Website and Facebook Pages.

### **General Holiday Items**

We ask everyone please make sure vehicles and other property are locked up at night.

Packages, please make sure that you bring them in from your front porch as quickly as possible. Sometimes your employers may allow the packages to be delivered at your place of employment, check with them. If they are Amazon packages there is about 8 Amazon Lockers around the area. The closest one being Alsup's on Main Street here in Lake Dallas. I do believe there is also an Amazon Pickup Counter at Whole Foods in Highland Village.

If you are going to be out of town for Christmas remember we have the Vacation Watch Program ([Link to Form](#))

The City of Lake Dallas wants everyone to have a safe Christmas month.

### **Library Roof**

The Library roof repairs should be completed by the end of the day.

## **State and Local Fiscal Recovery Funds**

Staff has finalized contracts for the council meeting on the items that were presented in the last workshop.

## **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. A couple of projects came up that required the engineer and I to focus on.

## **Financials**

Staff is working on reconciliations still; we are now finishing August.

## **General Items**

- Working on City Council reports.
- A tree behind Silktree was removed in the park area. The tree had rotted and was in danger of falling onto a homeowner's property.

## **Police**

*Calls for Service – 90*

*Self-Initiated – 72*

*Arrests – 0*

*Top 10 CFS:*

- 1. Meet Complainant – 12*
- 2. Noise Complaint – 11*
- 3. Traffic Accident – 8*
- 4. Suspicious Activity – 6*
- 5. Welfare Concern – 6*
- 6. Animal Complaint – 5*
- 7. Vehicle Complaint – 2*
- 8. Theft – 2*
- 9. Burglary – 2*
- 10. Assault – 1*

*Directed Patrols (Close Patrol, Vacation Watches, etc.) – 64*

*Traffic Stops – 66*

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

### CODE CASES –

- Currently working 20 cases.
- No Citations were issued.
- No Stop Work Orders were issued.
- Two Complaints (Report a Concern) were received and worked.

### ACTIVITIES –

#### Code Compliance Officer

- Delivered Certificate of Occupancy to new business Freddy's Appliances operating at 206 W. Hundley.
- Delivered 2025 Health Permits to Swisher Sports and Dollar General.
- Mailed Final Warnings to properties not compliant with ordinance requirement to have trash service.
- Met with staff to finalize plans for upcoming Merry on Main event.
- Processed two Open Records Requests.

### WILLOW GROVE PARK –

- Occupancy - (Friday, Saturday) RV = 40% and Primitive = 3%.
- Lake Level – Currently 518.71, down from last week at 519.02. (full pool = 522 ft)
- Boat Ramp, Courtesy Dock and Fishing Pier – Open for business.
- Pavilion - Not rented this weekend.