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City Manager



Kenzie Wheeler

kwheeler@duncanok.gov

For the City of Duncan, 2023 was a season of growth. A season of change. A season of appreciation. The City Council and the team at the City of Duncan worked together with a vision that the work put in today would lead to a better tomorrow and a brighter future, for the citizens and visitors of our great city.

The leadership team, representing all departments of the City of Duncan, created a vision and mission statement that will be used to guide activities and future planning for the city. Our vision is focused on "Creating a vibrant and thriving community—a place where people want to live, work, play, and make home." There is a great team at the City of Duncan. Duncan is home to us. Duncan is where we shop. Duncan is where our children go to school. Duncan is where our friends live and where we want our family to grow.

A season of appreciation. The City Council and City of Duncan team works for, and works to improve, the quality of life for the Duncan community. The City's mission is "Providing exceptional experiences to our community and guests." 2023 brought many new opportunities for community engagement and quality of life activities for the Duncan community and guests. The City of Duncan, in partnership with The Palace Theater, hosted the first season of "Movies in the Park" at Fuqua Park. The City hosted three movies throughout the summer with complimentary popcorn and glow sticks for the kids. These free events were enjoyed by a great number of our citizens, and we appreciate you spending your summer nights with us.

In partnership with the Chickasaw Nation, the City of Duncan hosted the First Annual Red, White, and Boom. There were food trucks, bounce houses, patriotic goodie bags, and a live band. The evening ended with a fantastic fireworks show. Even with unprecedented, but much needed, rainfall, a great time was still had by those who attended.

The City of Duncan also had our inaugural "Family Fright Night" in October. Over 600 families with their young ghosts, superheroes, dinosaurs, and princesses strolled through Fuqua Park for candy, crafts, and trinkets. In addition to the goodies, the children were able to ask questions about and see police vehicles, fire trucks, bucket trucks, a street sweeper, and many other city vehicles up close. The truck-or-treaters even got a chance to travel back in time with a stop at the Stephens County Historical Museum, who opened their doors for the fun. The night ended with another free movie in Fuqua Park under the stars. It was a great kickoff to the spooky season in Duncan.

A season of growth. The City of Duncan implemented a new website, and a new app- DunCAN Connect, in 2023. The website provides easy access to important city information for all of the departments including digitized citizen forms. If you have not had a chance to see our new website, visit www.duncanok.gov and let us know what you learn and what other information you would like to see added. Download the free app and assist us in making Duncan a better place to live, work, play and make home.

Like many communities in the State of Oklahoma, the City of Duncan is facing aging infrastructure. Although the planning for the project had been in place for several years, 2023 brought the beginning of the installation of the meters for the AMI project in late July. While we continue to work through the growing pains of changing out approximately 13,500 meters, we look forward to the improvements citizens will see when the project is complete. In the spirit of connectivity and engagement, the new meters come with an app that will allow almost real time updates of water usage. This will be a great tool to help with individual budgeting as well as conservation efforts for customers. The new meters will provide many years of improved service for City of Duncan customers.

As the weather warms up, it will be "asphalt season" and I am happy to inform you that the CDBG Small Cities grant for road reconstruction that was applied for, and awarded to City of Duncan in fourth quarter of 2023, means that the project will be a significant portion of the street improvements that



Thank you, Kimberly Meek!

will be done in Summer 2024. The grant, along with the matching funds provided by the City due to the current dedicated infrastructure sales tax, continue to make these improvements possible and we thank you for your investment in our community.

A season of change. I would be remiss if I did not wrap up my letter with a thank you and fond farewell to Kimberly Meek, former City Manager of Duncan. Under Kimberly's leadership, the city enjoyed many improvements to our city finances, enhancement to our parks, and upgrades to our infrastructure. She made it a priority to engage with the city staff and community members. To Kimberly: thank you for seven wonderful years with the City of Duncan. We wish you great success in your new city.

We are continuing the momentum with a great leadership team and looking forward to new and exciting projects for 2024 including several quality-of-life upgrades and the groundbreaking of a new fire station to provide better service to our citizens. We want Duncan to be a community you are proud to be a part of. I know I am. The goal of my job as your Interim City Manager, and the goal of the City Council and city staff, is to serve our community in a reliable and confident manner while providing you, the community, with excellent municipal services, memorable and enjoyable activities, and experiences. This report highlights a great 2023.

We believe that Duncan is a place where people want to live, work, play and make home. We, at City of Duncan, strive our best to move Duncan forward and we look forward to serving you, the citizens of this great community, in 2024.

Kenzie Wheeler



Mayor | Council Members



Robert Armstrong

Mayor

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Jimmy Peters

Ward 1

jpeters@duncanok.gov



Nick Fischer

Ward 2

nfischer@duncanok.gov



Patty Wninger

Ward 3

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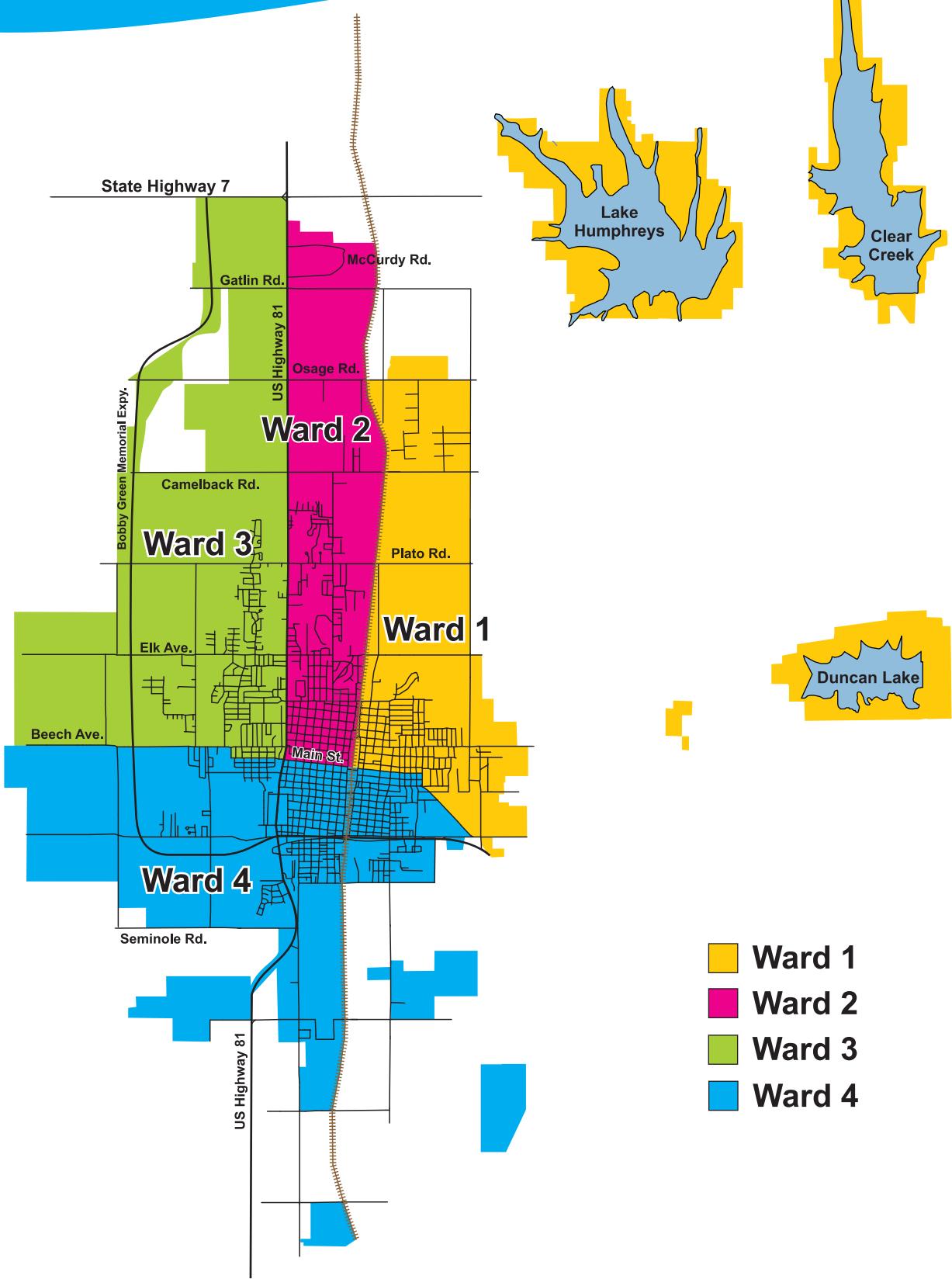
Gene Brown

Ward 4*

gbrown@duncanok.gov

* April 25, 2023, the City Council acknowledged the resignation of Ward 4 Councilwoman Lindsay Hayes effective March 27, 2023. On May 16, 2023, City Council appointed Gene Brown as Ward 4 Councilman, and he was officially sworn in on May 23, 2023.

A Council-City Manager form of municipal government consists of an elected city council-elected at large or from districts or wards-which is responsible for policymaking, and a professional city manager, appointed by the council who is responsible for administration of the municipality. This form of municipal government encourages open communication between citizens and their local government. Under this form, each member of the governing body has an equal voice in policy development and administrative oversight.



The Finance Department strategically manages the City of Duncan's finances. These services include:

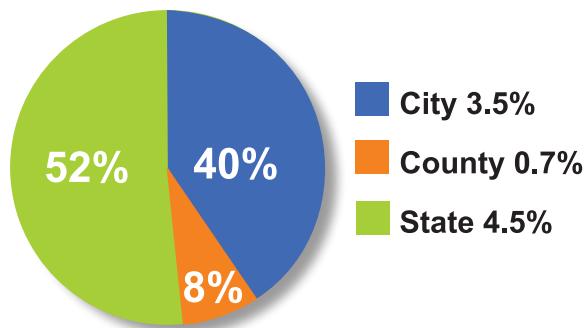
- Financial Analysis
- Budget Preparation\Reporting
- Accounts Payable
- Accounts Receivable
- Payroll
- Annual Audit Preparation
- Treasury Management

The fiscal year is January 1 to December 31.

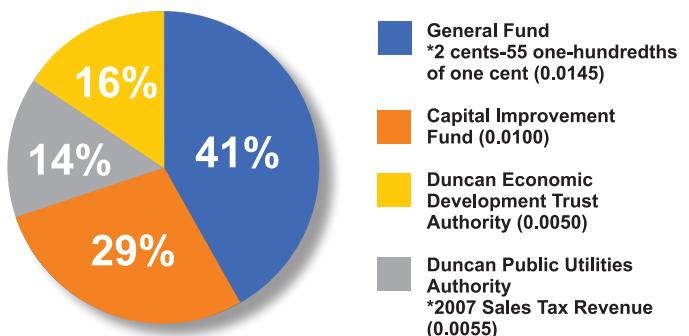
The City of Duncan levies a three and one-half cent sales tax on taxable sales within the city. The sales tax is collected by the Oklahoma Tax Commission and remitted to the city in the month following receipt by the Tax Commission. The Tax Commission receives the sales tax approximately one month after collection by vendors.

Every state with a sales tax has a companion tax for purchases made outside the state. In Oklahoma, that tax is called "use tax". If you have purchased items for use in Oklahoma from retailers who do not collect Oklahoma sales tax, whether by mail order, catalog, television shopping networks, radio, internet, phone or in person, you owe Oklahoma use tax on those items. Use tax is calculated at the same rate as sales tax for which varies by city and county (Duncan is 3.5%, County is 0.7%, and state is 4.5% = 8.7%).

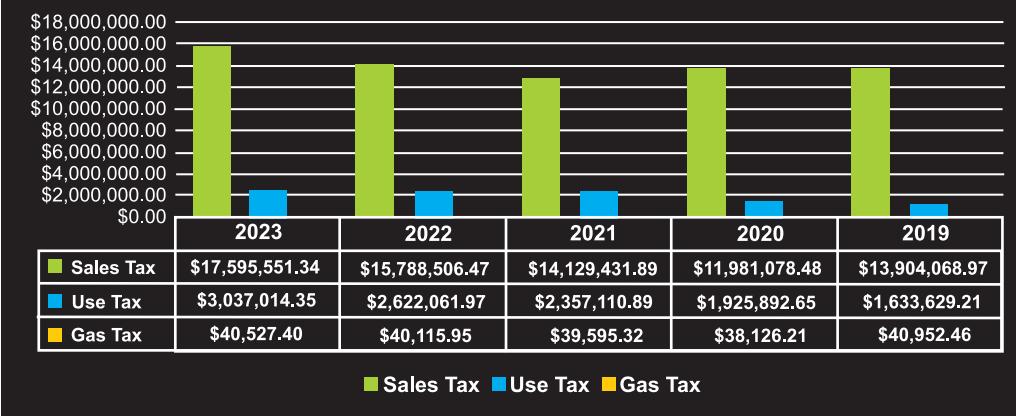
8.7% Sales Tax



Breakdown of City's 3.5%

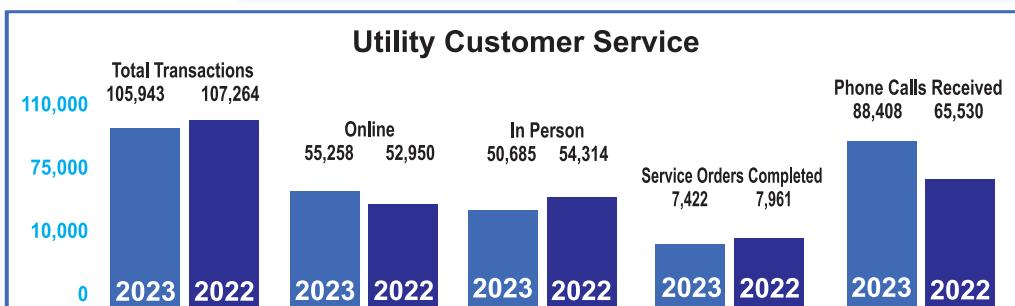
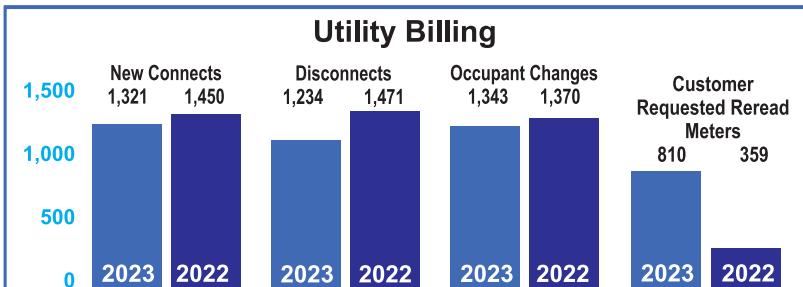


5 Year Comparison

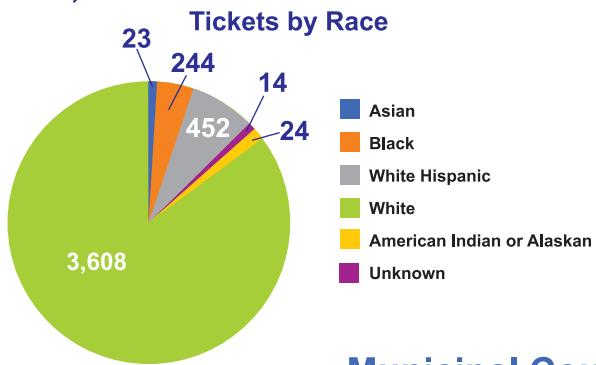


Utility Billing and Customer Service

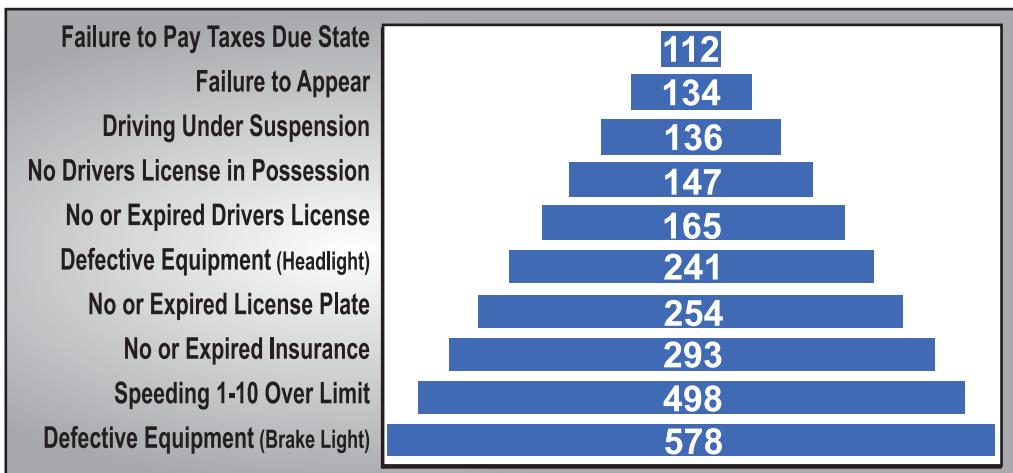
Customer Service assisted customers with enrolling and using the City's online payment portal, automated phone payment system, autopay, text-to-pay, and paperless billing. We continue our efforts to provide prompt and professional customer service to our citizens, by offering convenient options to conduct business in both English and Spanish.



4,413 Citations Issued in 2023



Municipal Court Top Ten Ticket Types



City Clerk
Licenses Issued
127 Food
54 Alcohol
20 Peddlers

Municipal Court
4,413 Total Cases
4,365 Total Persons

Citations Filed: 5,022
Criminal, Juvenile, District, Parking, Traffic

Warrants Issued/Cleared: 1,319

Case History
Adjustments: 20,090
Payment Plans, Names, Vehicle History, Violations

Call Numbers:

Fire	137
Overpressure Ruptures, Explosions	3
Rescue & EMS	2,708
Hazardous Condition (No Fire)	117
Service Call	289
Good Intent Call	791
False Alarm/False Call	184
Severe Weather & Natural Disaster	1
Special Incident	10
Total Calls	4,243

Average Response Time: 5 minutes 23 seconds

(From time call is received from dispatch, until arriving on scene. This includes all calls both in city limits and outside city limits which we respond to in our fire district and as mutual aid.)

Annual Training Classes

Each employee completes approximately 300 hours of training consisting of EMS, basic firefighting, engine and aerial operations, driver training, ventilation, rope rescue, swift water rescue, HazMat Operations, CPR/AED, as well as Officer development and leadership classes.

Annual In-House Training Classes

EMS Refresher • CPR/AED
 Haz-Mat Operations • Emergency DECON

New Hires

- 3 new firefighters

Annual Apparatus, Equipment, Gear Inspection/Testing

Aerial apparatus and ladders
 Pumps on all apparatus
 All ground ladders
 SCBA's (Self-Contained Breathing Apparatus)
 Breathing Cascade System
 FIT Testing all MSA SCBA facepieces of each employee
 Hydrants
 Fire Hoses
 Semi-Annual Fleet Maintenance
 Semi-Annual Bunker Inspection

Annual Fire Drills

Annual fire drills at all Duncan Public School locations, as well as Red River Technology Center and Cameron University Duncan Campus.

Annual Business Inspections

Schools
 Licensed Day Care facilities
 Assisted Living facilities
 Nursing homes and Long-term care facilities
 Group Homes
 Duncan Regional Hospital, Cancer Center and clinics associated with DRH
 300 local businesses

Annual Smoke Detector Installation

In partnership with the Red Cross, we installed approximately 150-175 smoke detectors throughout Duncan.



Training & Competition

For the last several years, our firefighters have attended the Swift Water Rescue Training and Competition held in Oklahoma City. This year, our team was awarded First Place in the Rescue Boat Medley, Third Place in the Raft Race and Second Place overall for the Combined Serpentine/Rescue Boat Medley.

Our firefighters also commemorated 9/11 by participating in the 12th Annual OKC 9/11 Memorial Stair climb. 343 firefighters, and 8 paramedics ascended 110 floors during the climb. We thank them for their promise of "Never Forget".



New Apparatus

Two new "brush" trucks were added to the department's apparatus list this year.

Designed to maneuver where other fire trucks just cannot go, these "brush" trucks or wildland fire engines are specifically designed to assist in fighting rural wildfires by transporting firefighters to the scene and providing them with access to the fire, along with water or other equipment.

Of the two trucks replaced, one of the trucks now serves as a reserve for the department with the other re-purposed for use by the Public Works- Streets department.



Community Involvement



Cops n' Bobbers



Christmas Parade



World Senior Pro Bull Riding



Shop with a Cop for Christmas



Pre-K Career Day



2023 was a year of change for the Duncan Police Department from Administration all the way to the Uniformed Patrol Officer. Staffing was stretched and challenged, with employees retiring, and it required extra dedication from current employees to ensure that the level of service and commitment to our community stood steadfast. It was a year of "new" and the beginning of great things for the future.

Promotions Celebrated

Captain Brian Attaway
to Police Chief
Lieutenant Michael Davidson
to Patrol Captain
Sergeant Leland Parker
to Ancillary Lieutenant
Sergeant Mike Wilson
to Patrol Lieutenant
Master Officer Joe Lard
to Ancillary Sergeant
Master Officer Suzannahe Smith
to Investigative Sergeant
Master Officer Jake Roller
to Patrol Sergeant
Master Officer Weston Jarrett
to Patrol Sergeant
Master Officer Christian Archer
to Investigator
Master Officer Geoff Jones
to K-9 handler

This was the beginning of administrative changes, and includes Lieutenant David Woods beginning 2024 as Deputy Chief.

Recruitment

Our Training Lieutenant recruited and hired 14 new patrol officers from the end of 2022, thru 2023 and into early 2024. Our Field Training Officers (FTO) worked hard to get the recruits through the FTO Program, and the Patrol Supervisors encouraged and developed morale as all felt the challenging workload.

While there are still additional positions to fill and trainings to obtain, those recruited will be dedicated officers to our community.

Advanced Accident Team

Call Outs	4
Fatalities	3

Special Response Team

Call Outs	4
Assisted Stephens County Sheriff's Office, US Marshalls, District 6 Task force.	

Dive Team

Call Outs	1
Assisted Oklahoma State Bureau of Investigation in Walters, OK	



2023 Department Numbers:

	670 traffic accidents
	795 arrests
	26,122 calls for service
	6,992 traffic stops
	26 K-9 Deployments 14 Positive Drug Alerts with drug seizures



New Vehicles

Patrol saw the much-needed addition of 10 new police units which helped immensely in relieving the strain of older units constantly needing repaired.





Animal Control



Dispatch:

Total 9 1 1 Calls - 11,593

Total Calls for Service - 34,176

Dispatch received a new Avtec radio system with antenna tower upgrades, and an additional dispatch station. Renovations were approved for the 2024 year which includes new flooring, dispatch furniture and computers.

K-9

In 2023, K-9 Ringo assisted the Duncan Police Department, the District Six Drug and Violent Crime Task Force, and the Drug Enforcement Agency in making arrests for the crimes of Possession of Controlled Dangerous Substances(CDS) with the Intent to Distribute, Trafficking in CDS, Possession of CDS, and Possession of Drug Paraphernalia. K9 Ringo helped locate suspects after a pursuit, suicidal subjects, and victims of Domestic Assault and Battery. He is frequently called upon to enter residences and businesses in which an open door is found, or an alarm triggered, to search the building before Officers enter. K9 Ringo is also deployed when subjects are aggressive and non-compliant to assist in their surrender or apprehension.

Total number of deployments – 26

Tracks/Area search (Suspect/Suicidal subject) – 3

Vehicle narcotic searches – 10

Positive indications – 3

Suspect Apprehension/Compliance Deployments – 8

Investigative Division

Cases sent to Investigations: 1,597

Cases unfounded: 321

These include cases where there is nowhere to start an investigation due to lack of information, also for reports that are not criminal but civil in nature, or out of our jurisdiction.

Cases requiring additional information never provided: 590

This includes cases where more information is necessary to start the investigation. People are mailed a letter and encouraged to give further information about their case but never replied. Some people do add the necessary information and then the cases fall into the Assigned Case category.

Cases assigned to be worked by investigators: 686

These are cases where there was enough information to conduct an investigation.

Ancillary Division

Animal Control saw upgrades to their vehicles with in-car computers enabling them to see/receive calls and type reports. Plans are being made for a complete renovation to the City of Duncan Animal Shelter in 2024.

Community Development



Building Permits and Inspections

2023 | 560 permits (\$74,238.36 in fees)

2022 | 444 permits

2021 | 570 permits

Violations 2023 - 2,618

2022 - 1,780

2021 - 1,388

95 of these permits were commercial in nature and 14 were for new homes. The overall permit activity shows that Duncan is a desirable location for growth and reinvestment and that we had a stable economy.

The fees collected for permits are used to cover the costs of conducting the required inspections to ensure compliance with local and state building and fire codes.

Service Inspections

Special Licenses Issued: 168

Electrical: 35

Mechanical: 30

Roofing: 42

Plumbing: 33

General Construction: 28



300 | 2021



340 | 2022



1,135 | 2023

The removal of blight throughout the community, that being of graffiti and dilapidated structures, was given priority in 2023 by city staff. Code Enforcement processed 188 dilapidated structures with 25 structures being ordered torn down. 20 of the structures were torn down using city funds, while the others were torn down by the property owners.

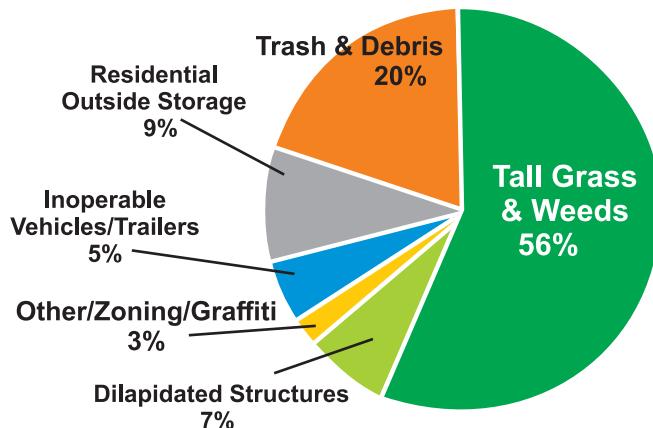
Code Enforcement will continue to address dilapidated structures and has set a goal for the removal of at least 30 dilapidated structures in 2024.



Violations and Code Enforcement

With the support of the City Council, additional staff and resources were made available to conduct code enforcement throughout the community. The processing of cases is intended to make the community more attractive to visitors, future businesses, and families looking to relocate to Duncan; stabilize property values and spur economic growth; and make the community a better place to live, work and play.

Most Common Violations



Planning Commission and Board of Adjustments

In 2023, the City of Duncan Planning Commission heard 21 unique requests for changes to zoning, land uses, and city code. The bulk of these requests were from owners seeking to rezone their property.

The Board of Adjustments met to hear 8 unique requests seeking Variances to current code requirements. Many of these requests were to allow encroachment into setback requirements and the Board approved those that they believed would still allow for cohesive development to occur.

Grants and Community Development

One of the larger grants awarded to Community Development in 2023 was a \$228,335.00 matching CDBG Small Cities Grant through the Oklahoma Department of Commerce that will be used for a road reconstruction project. With the grant and Duncan's local contribution to the project, it is estimated that a total of \$700,000.00 in road reconstruction will occur within the project area described as being south of Highway 7, west of the railroad tracks, north of Martin Luther King, and east of 13th Street.



In the past three years, Community Development has brought \$689,435.00 in grant funding for various projects to the City of Duncan. The focus of these grants has primarily been for quality-of-life improvements, utility billing assistance, and community beautification.

Quality of Life Planning Process

Community Development began researching Duncan's Quality of Life Score and Livability Score to prioritize future community projects to make a better place to live, work and play. Community meetings, seeking citizen input, will be held monthly in 2024.

Duncan Spring Clean-Up

Our department, along with the Duncan Enhancement Trust Authority, brought home the **Keep Oklahoma Beautiful & Oklahoma Department of Transportation Trash-Off Best Overall Effort Award** in 2023. This began with obtaining a small grant through Keep Oklahoma Beautiful to provide materials and equipment for volunteers to partake in a clean-up event focused on our parks.

Each year we apply for these grants to maintain the beauty of our local parks and trails. We thank every one involved with our community events and we look forward to partnering again in 2024.

Staff Certifications and Training

All staff have Code Enforcement Certification by Oklahoma Code Enforcement Association, and 2 staff members hold International Property Maintenance Code Certification by Oklahoma Code Enforcement Association.

Plumbing Inspector: ICC 841184 | CIB 109418

- Building Inspector Commercial & Residential (1 of 69 ICC Certified in Oklahoma)
- Permit Technician (1 of 19 ICC Certified in Oklahoma)
- Plumbing Inspector Commercial & Residential with Oklahoma Construction Industries Board
- Plumbing Unlimited Commercial & Residential with Oklahoma Construction Industries Board
- Building Unlimited Commercial & Residential with Oklahoma Construction Industries Board
- Combined Building & Plumbing Unlimited Commercial & Residential with Oklahoma Construction Industries Board
- Property Maintenance and Housing (1 of 41 ICC Certified in Oklahoma)

Inspector: ICC 9389472 | CIB 187295

- Mechanical Inspector Commercial & Residential (1 of 58 ICC Certified in Oklahoma)
- Mechanical Unlimited Commercial & Residential with Oklahoma Construction Industries Board

Electrical Inspector: ICC 9389472 | CIB 181626

- Electrical Inspector Commercial & Residential (1 of 40 ICC Certified in Oklahoma)
- Electrical Unlimited Commercial & Residential with Oklahoma Construction Industries Board

Code Officer

- Property Maintenance and Housing (1 of 41 ICC Certified in Oklahoma)
- Accessibility Inspector / Plans Examiner (1 of 38 ICC Certified in Oklahoma)

Flood Plain Administrator

- Accredited by the Oklahoma Water Resources Board





In 2023 Duncan Power extended a contract with Novinium™ (now Southwire™) for underground electric cable improvements in housing developments throughout Duncan. The locations completed utilized all budgeted monies for 2023. This process utilizes a state-of-the-art process to inject liquid insulation within the older buried power cables that rejuvenates the insulation of the underground electrical cables to make them last longer without failures. Using this process gives existing cables a new start on life expectancy with only minimal digging, boring, or trenching in residential yards while completely rebuilding parts of our underground electric system in months, instead of years. There are many variables that can cut costs or increase costs using this process, but as many cables as possible will continue to be treated over the next several years. In 2023 improvements were done at Elk Plaza Shopping Center, Maytubby Addition, Williams West Addition, Creekside Apartments, Twilight Beach, Millrun Addition, Willow's Apartments, Duncan Village Apartments, The Winds of Oak Forest Apartments and Red River Technology Center.

The specialized training of newer employees continues both in-house and through participating in out-of-town schools. Two Team members attended the University of Arkansas Meter School, the premier meter school in our region, two employees attended OKIE 811 School in Lawton and two employees went to a Traffic Signal School in Oklahoma City.

The storm season of 2023 required major storm recovery work, which included the replacement of 90 power poles damaged by the back-to-back winter storms. Duncan Power's cost to respond and make repairs following the Derecho storm in February alone was estimated at \$350,000 distributed as follows: \$165,000 for outside contractor, \$100,000 for Mutual Aid Crew, \$50,000 in materials and \$35,000 in-house labor for all repairs. As FEMA did not declare an official emergency related to this storm, there was no loss assigned that was reimbursable and roughly $\frac{3}{4}$ of the annual budget was spent in responding to these storms.



Notable accomplishments

- 💡 Constructed new commercial services at 2 new business location in North Industrial Park
- 💡 Added new power pole behind the Library/System Hardening
- 💡 Constructed new commercial service at expanding business location in South Industrial Park
- 💡 Constructed new commercial services at 3 new business locations on US Hwy 81
- 💡 Replaced damaged circuit breaker in Elder Substation
- 💡 Assist Emergency Management Department with the new storm siren for South Industrial Park Area
- 💡 Switch and breaker upgrades at Plato Substation
- 💡 Annual Tree Trimming & Removal

Multiyear Neighborhood Underground Primary Reconstruction

Our crew completed a major upgrade to what was an unreliable, troublesome part of our system serving Willow Creek housing addition in southwest Duncan. Through labor & material shortages caused by COVID-19, leveraging inhouse and contract work, we completed this very important task for our customers. As the condition of the Underground Primary(UG) Cable was too poor in condition to consider cable rejuvenation, complete cable replacement was the only option. While we reconstructed the UG Primary System to each Padmount Transformer location, we installed conduit so in the future there would be no need to bore roads and dig up back yards in order to maintain the electrical system throughout this neighborhood.

Automated Electric Meter Reading Re-fresh and Upgrades

Unlike the water meters which are being completely replaced in 2023/2024, Duncan Power electric meters will be upgraded, along with the wireless system that moves the meter readings from the meter to City Hall. Phase One was completed in December 2023. The remainder will be completed in 2024.

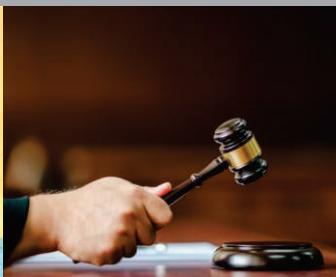
Did you know?

Duncan Power's electric rates have stayed the same since 2017 and the wholesale electricity cost of the last few summers has used up our reserve funds. With the cost of transformers, poles and wire having risen considerably in the same period, along with lineman wages, operating costs continue to increase. As a side note, our wholesale electric costs have increased every year since 2017, along with 3 weather related temporary price spikes. None of these costs were passed on to our customers.

Duncan Power continues to deal with delayed, canceled, and back-ordering of everyday materials in every price range. Transformer delivery is still not improving.

OMPA Research Study, on behalf of Duncan Power, conducted by Great Blue Research provided us results that will be used to strengthen our relationship with customers. Duncan Power commits to serving you to the best of our abilities.







Emergency Management



The City of Duncan Department of Emergency Management serves the community by coordinating the necessary activities to build, sustain, and improve capabilities to mitigate against, prepare for, respond to, and recover from natural disasters, terrorism, or other man-made disasters.

In 2023, the department responded to multiple natural disasters, ranging in magnitude, that resulted in the loss of property to the community. Our team supplied emergency services with any on scene resource needs, documented damages to our community's property and infrastructure, and coordinated with Federal Emergency Management Agency (FEMA) for available disaster grant reimbursements. While not all disasters can be avoided, our team worked tirelessly in 2023 to ensure our city will meet any future challenges and is ready to respond to ensure our community recovers quickly by:

- Hosted Quarterly Community Partner Events meetings to discuss upcoming events taking place within our city limits to discuss potential public safety concerns about each event.
- Facilitated multiple Unified Command meetings-creating opportunities for our team to coordinate with Stephens County Emergency Management, Chickasaw Nation Emergency Management, Duncan Regional Hospital Emergency Management, Stephens County Sheriff's Office, Duncan Police Department, Duncan Fire Department, Stephens County Commissioners, Stephens County Fair & Expo Center, Duncan Power, and Duncan Public Works to discuss upcoming extreme weather events or large-scale public events that require additional planning and preparedness.
- Planned a community wide tornado drill with participants from Duncan Public Schools, Red River Technology Center, Duncan Regional Hospital, Chisholm Trail Casino, City of Duncan Departments, Stephens County employees, nursing homes, and more. This exercise encourages everyone in the city to familiarize themselves with available tornado warning notification methods and their tornado shelter plan.
- Sent out quarterly EM Newsletters to inform the public of upcoming weather warnings and what to do to be better prepared.
- Received approval from FEMA for multiple storm shelters to be installed through a Storm shelter rebate program.
- Received reimbursement from FEMA for storm damage.
- Received \$20,000 from the Oklahoma Department of Emergency Management(OEM) from the Emergency Management Performance Grant to help cover the cost of resources to prepare for all hazards and to obtain the resources required to support FEMA's National Preparedness Goal of a secure and resilient nation.
- Worked with the Red Cross and Duncan Fire Department to provide smoke and carbon monoxide detectors for citizens in need.
- Maintained the city's Outdoor Warning Siren System consisting of 28 warning sirens, various radio and computer communications equipment, lightning detection equipment, and Ultra Voice warning equipment to keep our citizens, enjoying the outdoors, notified of approaching emergency weather conditions.
- Purchased a \$25,000 portable power generator for emergency use and a \$9,000 portable potable water storage unit (Water Buffalo) through grants from OEM and FEMA.

The Department of Emergency Management is looking forward to continuing progress and growth as we expand and improve emergency management capabilities, impact, and reach throughout the next year.

To sign up
for Duncan Alerts
scan this QR Code.



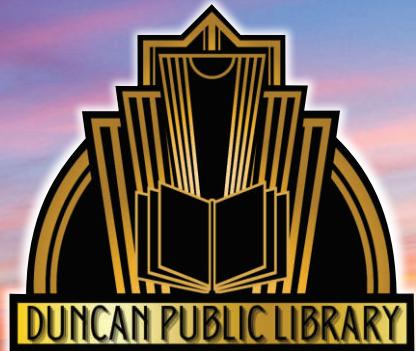
What to Listen For: Duncan's Outdoor Siren System

Weekly Testing of the Outdoor Warning Siren Network is automated and occurs, weather permitting, every Monday at noon. All sirens, including City of Duncan Lakes, are activated in an abbreviated two signal test: 1.5 mins of All clear and then 1.5 mins of Warning. The first 1.5 min signal is a constant on sound and signals "All clear". Immediately following is the Warning signal. Warning is a wailing of the siren as it turns on and off to signal a tornado warning has been issued or winds above 70 MPH. An actual Warning signal a full 3 mins sounding of Wail (on and off). When that sound is heard, activate your tornado safety plan! Get close to shelter, check local media sources for more information, and take shelter if necessary!





Library



Duncan Public Library Stats 2023

Number of borrowers 28,021

Physical checkouts: 95,204

Holds fulfilled: 1,916

New library cards: 1,022

In-library computer use: 1,987

Wifi usage: 27,722

Tech help: 220

(one-on-one, not including daily tech help)

Hours open: 2,648.5

Chickasaw meals: 3,523

ILL: Borrowed: 84, Lent out: 430

Copies/prints: 144,880

Gate count: 109,652

Questions answered: 38,754

Notary services: 350

Electronic circulation: 44,958

(digital books, audio, movies)

Electronic information retrieval: 89,913

Website visits: 28,360

Onsite programs: 1,149 programs, 11,441 attendance

Meeting room usage: 1,111 times, 3,594 attendance

Offsite programs: 131 events, 3,973 attendance

2023 Stephens County Genealogy Library stats

Visitors: 837

Programs/meetings: 31

Attendance: 229

Email/phone questions: 1,371

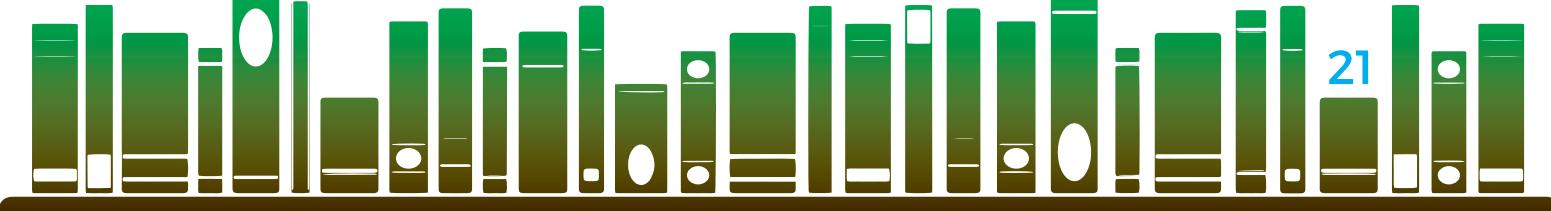
Notary services: 8

Website visits: 3,560

Computer use: 641 hours

Research hours genealogy/history for patrons: 305

Memory lab usage: 91 people, 180 hours



Public Works | Parks



Fuqua Pool

City of Duncan contracted with Simmons Center to operate Fuqua Pool for the summer. To make reservations for parties and special events, call The Simmons Center at 580-252-2900. Reserve early to avoid disappointment.

Opens Saturday, May 25th, 2024
Hours are Monday- Sunday 1 - 6 pm
12 yr and under supervised by guardian

Simmons Center Swim Lessons

June 3-13th and July 22-Aug 1st, 2024, contact The Simmons Center for information, 580-252-2900

Kiwanis Swim Lessons

June 17-June 27th and July 8-18th, 2024
Contact Chisholm Trail Kiwanis Club directly for information and available times.

Pool closes for inclement weather, accidents, or any other unsafe swimming conditions.

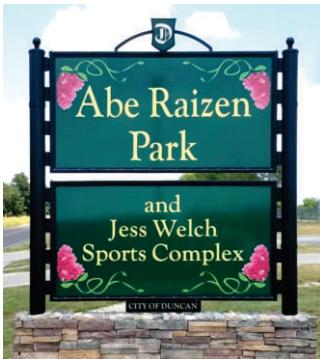
Splash Pad Summer Hours

Monday-Sunday 9:00 am to Sunset
Splash Pads are not operational during inclement weather.

Fuqua Pool revenue \$36,370 Cost to Operate \$104,000+
Contract lifeguards/\$40,060
Repairs & Maintenance/ \$10,433
Chemicals & Utilities/\$50,197



Fuqua Pool



Parks

Our inaugural "Movies in the Park" were a great success. Thanks to our partner, The Palace Theater, for sponsoring the movies.

Red, White & Boom, held at Abe Raizen Park on July 3rd, brought our community together to celebrate our country's birthday in grand style!

Family Fright Night/Truck or Treat and Movie in the Park at Fuqua Park was held on October 24th.



Abe Raizen N & Chestnut Streets
Baseball, Soccer, Playground, Picnic

Arboretum & Heritage Park Hwy 81 & Bois D'Arc Avenue
Walking Path, Flowers, Trees

Douglass Park 2nd & Bois D'Arc Avenue
Splash Pad, Picnic, Playground, Community Center, Basketball Courts

Fuqua Park Hwy 81 & Beech Street
Pool, Swings, Picnic, Playground, Museum, Train Exhibit, Kiddie Land, Gazebo, Circle of Love, Pavilion

Hillcrest Park D & Chestnut Street
Splash Pad, Playground, Tennis Court, Baseball

Ron Burton Rotary Park 7th & Elder Street
Playground

Memorial Park Hwy 81 between Beech & Pine Streets
War Memorials

Olen Sledge Memorial Park 2nd & Elder Street
Walking Path, Playground, Basketball Court

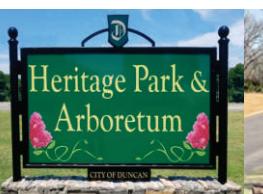
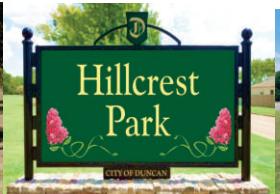
Playday Park & Jack Wininger Dog Park 15th & Cypress Street
Playground, Picnic, Dog park

Timbergate Park Highmeadow & Briarcrest Streets
Playground

Whisenant Park 23rd & Beech Street
Walking Path, Playground

Park Rentals/Reservations 580-251-7790

99 event permits issued. 140 acres mowed every 7 - 10 days plus additional 200 acres on the easements/right of ways and section lines.





Public Works/Parks

Abe Raizen

Jess Welch Sports Complex

Sunshades were installed courtesy of The McCasland Foundation and a new restroom was built near the concession stand. Our team continues to make improvements to the fields.



Additionally, another Storm Siren was installed, bringing the total sirens to 28 located all around the City of Duncan and our lakes.

The inaugural Red, White & Boom, held in partnership with The Chickasaw Nation/Chisholm Trail Casino, was great fun in spite of the rain.



Duncan Cemetery & Henderson-Harris Cemetery

Cemetery Clean Ups are held quarterly on the 2nd Tuesday in February, May, August, and November each year.

179 services held at both cemeteries.

145 acres, combined, is mowed/trimmed every 7 to 10 days.



Stephens County Historical Museum
located in the historic National Armory had a new roof installed.



Duncan | Halliburton Field

City of Duncan contracts with 5B Aviation for Halliburton Municipal Airport operations. Full service is provided, with hangar rentals of private and corporate ownership. The US Military continues to use the airport for approaches and are frequently in Duncan's airspace.

The hangar development plan saw applications for FAA grants submitted and awarded, with work to begin first quarter of 2024 on the taxi lanes and approaches to the T-hangars.



Public Works | Lakes



Owned and operated by City of Duncan, the "Duncan Lakes" are four man-made lakes built as reservoirs between 1948 and 1962 by the community as resources for future droughts.

Today, the lakes are used year-round for recreation, fishing, camping and many other activities to enjoy. Partial camp sites(water/electric, no sewer) and rough camp sites are available.

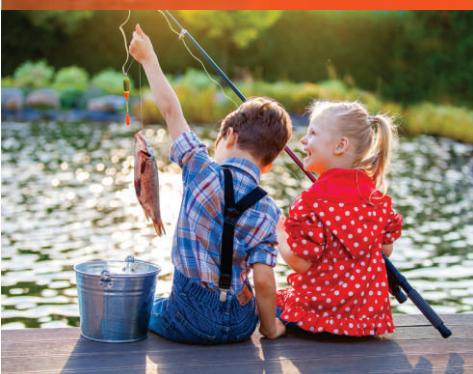
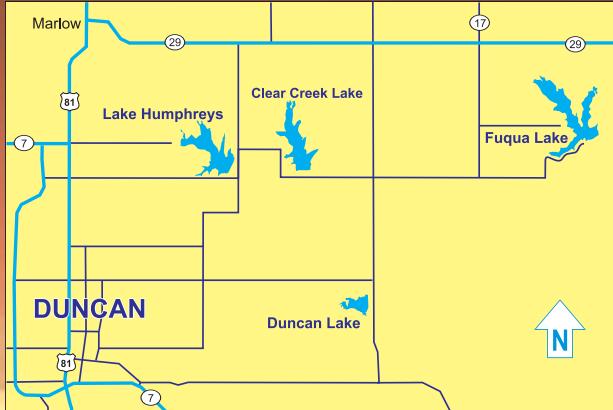
All permits are available at KIOSKS at each lake, Lakeside Grocery, Murf's Guns or City Hall, 1600 S Hwy 81, Monday through Friday 7 am - 5:30 pm.

21-day limit on camping sites.

Clear Creek Dam Phase Two of the embankment project saw study and design finalized in 2023, with the bid to be let in first quarter 2024.

Staff mows over 250 acres every 7-10 days during growing season to keep our lakes welcoming for our guests and citizens. See something that needs to be addressed? Use our DunCAN Connect app to report it!

Duncan Lake Pavilion and restroom roofs redone.





Public Works | Lakes

Clear Creek Lake

660 acres
11 miles of shoreline
180+ partial camp sites. 100+ rough
Boat ramp
Restroom (handicap and regular showers)
3 Pavilions
2 Sanitary dump stations
Enclosed fishing dock
Largemouth bass, channel catfish, and crappie fishing.
Swimming in designated areas.

Duncan Lake

550 acres
4 miles of shoreline
25+ partial camp sites
Boat ramp
Restroom (showers)
Pavilion
3 Sanitary dump stations
Enclosed fishing dock

Largemouth bass, channel catfish, and crappie fishing.
Disc golf course, hiking and equestrian trails.
Swimming in designated areas.

Lake Fuqua

1,500 acres
18 miles of shoreline
55+ partial camp sites
2 boat ramps
Pavilion
Enclosed fishing dock
Largemouth bass, channel catfish and crappie fishing.
Swimming in designated areas.



Lake Humphreys

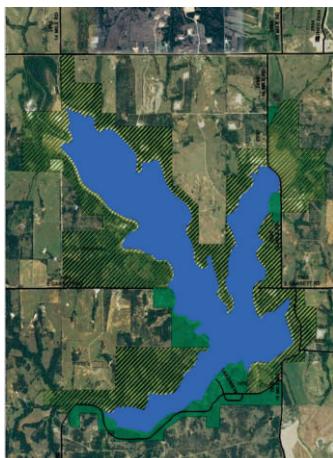
880 acres
17 miles of shoreline
75+ partial camp sites
3 boat ramps
Restroom (handicap and regular showers)
Pavilion
Sanitary dump station
Enclosed fishing dock
Largemouth and smallmouth bass, channel catfish, carp, saugeye and crappie fishing, and wildlife. One of the six fishing trail loops that alert visitors to prime fishing spots in Oklahoma, Lake Humphreys is celebrated as one of Oklahoma's 40 top fishing lakes/rivers. Swimming not permitted.

Hunting Area Maps

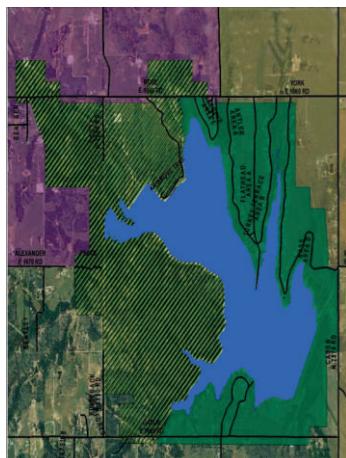
Deer, Duck, Quail hunting in designated areas only.

Hunting Area Duncan Police

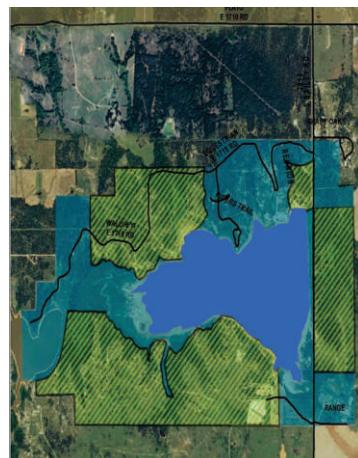
Fuqua Lake



Lake Humphreys



Duncan Lake



Clear Creek Lake





Water Production

- ◆ 241 hours of staff training
- ◆ 973,786,000 gallons of drinking water processed
- ◆ 465,441,689 gallons of water pumped from Waurika Lake
- ◆ 401,573,311 gallons from Lake Humphreys
- ◆ 106,770,500 gallons from Lake Fuqua
- ◆ 43,218 in house water samples tested
- ◆ 750 samples were sent to state labs for analysis

Since 1947, Duncan has produced safe drinking water for our citizens and industries without a single boil order.



Project Updates

Six of the seven settling ponds were cleared and the liners repaired giving space to operate another 7-10 years.

Inflow and Infiltration of Wastewater Project – Phase One and Phase Two completed and Phase Three construction plans done and construction to begin in 2024.

Oklahoma Water Resources Board loan funded projects are in process, with new water lines scheduled to be placed on W. Elder Ave and N 13th Street in 2024. Engineer plans are either in the design phase or nearing completion for Phases Two and Three. Phase One construction completed on Chisholm Trail Parkway and 27th thru 29th Street off of Beech Avenue.

El Rancho Pump Station's project of replacing meters and pumps began, with project to be completed in early 2024.

The El Rancho Water Tower (elevated storage tank) has 100% completed plans with construction of new EST, and removal of old tower, to begin in 2024.

Water Meter Project began in late July, with the replacement projected to be completed mid-year 2024. The new system benefits include new technology to read water usage, reduction in costs associated with manual meter reading, immediate identification of leaks to reduce system water loss, extended life/use of the meter and improved customer service/participation with an app that will be available to all customers once installation is completed.

Street Projects

Asphalting completed:

14th Street between Maple and Pecan Avenues
 15th Street between Maple and Pecan Avenues
 11th to 15th Streets on Elm Avenue
 11th to 15th Streets on Pecan Avenue
 14th to 15th Streets on Sycamore Avenue
 14th to 15th Streets on Poplar Avenue
 10th to 13th Streets on Mulberry Avenue
 6th Street between Spruce and Hickory Avenues
 4th Street between Elder and Hackberry Avenues
 5th to 6th Streets on Cedar Avenue
 2nd to 3rd Streets on Cedar Avenue
 2nd to 3rd Streets on Spruce Avenue
 3rd Street between MLK and Carver Avenues
 King Place between MLK and Carver Avenues
 Sharp Avenue between King Place and 4th Street
 Pecan Avenue between 5th Street and King Place
 Mulberry Avenue between 7th and 8th Streets
 Main Street between D and I Streets
 Walnut Avenue between D and 3rd Streets
 F Street between Main Street and Ash Avenue
 Beech Avenue between F Street to 1st Streets
 Beech Avenue between B Street to F Streets
 Ash Avenue between B Street to F Streets
 Ash Avenue between B Street to 2nd Streets
 Ash Avenue between 2nd and 3rd Streets
 Oak Street between B and D Streets

In addition, there was 37,003 feet of concrete work done as well.

Approximately 60.27 blocks or 24,109 linear feet of asphalt done. Average cost of \$1.56/sq foot or \$14-16,000 per city block.



Hwy 81 Medians re-graded to ensure safety of crews during maintenance work.

Bridges within city limits cleaned out.



Friends & Neighbors



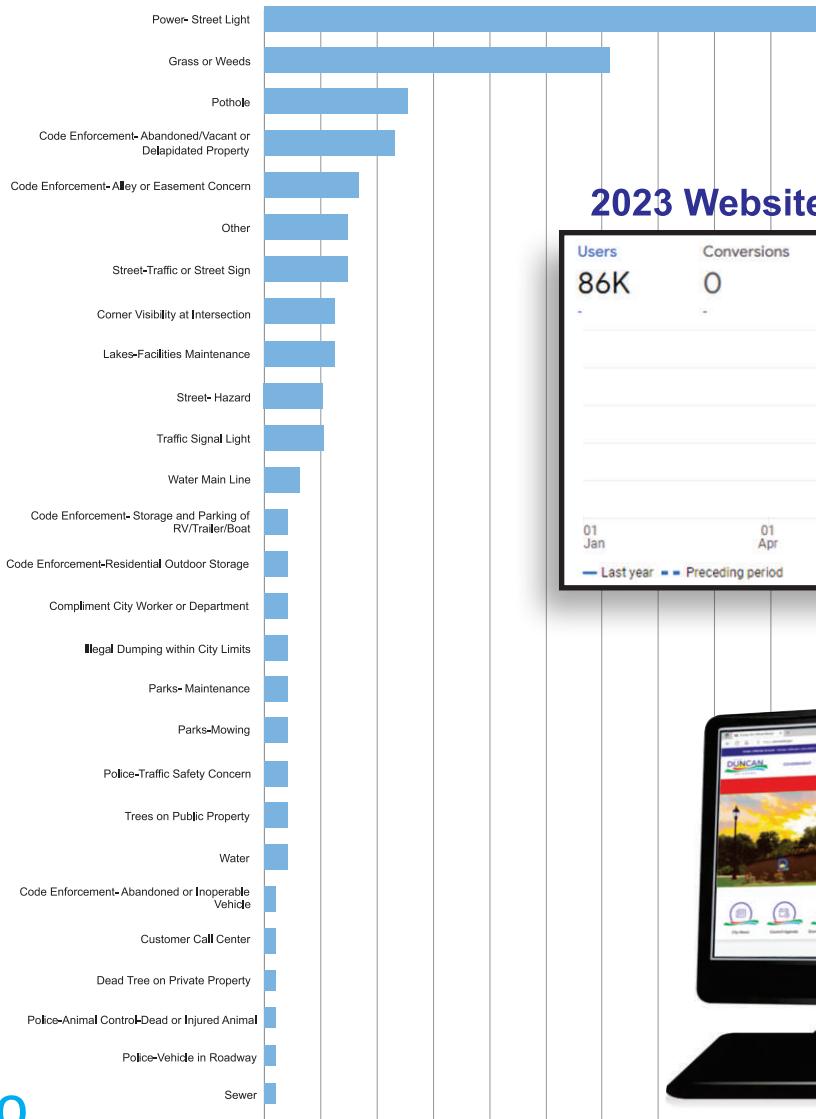


Communications

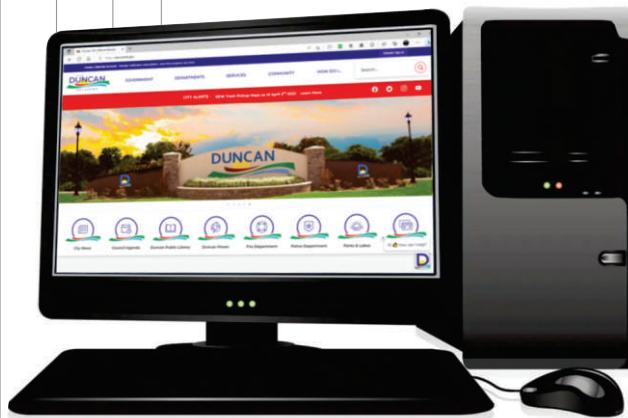


We appreciate our citizens who used our DunCAN Connect app in 2023 to report non-emergency concerns. Have you tried it yet? Remember this app makes reporting your concern easy! Simply download the app, open it, upload a photo to submit along with the GPS location, select the appropriate category and tell us your concern. Whether it is street maintenance, tall grass, damaged trees, street signage, streetlight request, or another concern, our app enables you to report right away. All reports are routed to the appropriate City of Duncan department to be addressed as quickly as possible and you can even request to be notified when the work is complete.

2023 Requests Submitted Through the App



2023 Website usage of www.duncanok.gov





Airport Commission: 5 year term. Appointed by Mayor. Approved by City Council. Advises on the operation, maintenance, and improvement of Halliburton Field.

Board of Adjustment: 3 Year term. Appointed by Mayor. Approved by City Council. Decides appeals or alleged errors by administrative officials, grants, variances, and exception to codes.

Duncan Enhancement Trust Authority Board: 3 Year term. Board consists of 5 at large members appointed by Chairman and Trustees to serve as an advisory Board for beautification projects throughout Duncan. May serve up to two (2) three (3) year terms.

Lakes Commission: 5 Year term. Appointed by City Manager. Makes recommendations on control, maintenance, improvements, and operations of City Lakes.

Duncan Public Library Board: Appointed by City Manager. Adopts regulations for administration and operation of Library.

Main Street Duncan Board of Directors: 3 Year term. To preserve heritage of the Duncan Downtown Historic District.

Parks and Recreation Advisory Board: Appointed by Councilman from their Ward, Mayor's appointment is an at-large appointment. Board terms correspond with respective term of Councilman or Mayor that made appointment. Makes recommendations to Council on planning, improvements, and construction of public parks and recreational facilities.

Municipal Planning and Zoning Board: 3 Year term. Nominated by Mayor. Approved by City Council. Makes recommendations to Council on matters about development and betterment of the municipality.

Airport Commission

First Monday at 5 pm | Municipal Airport

Board of Adjustments

First Monday at 5:30 pm | City Hall

City Council/Duncan Public Utilities Auth/ Duncan Economic Development Trust Auth

Second & Fourth Tuesday at 5:15 pm | Council Chambers at Duncan Police Department

Duncan Enhancement Trust Authority

Fourth Thursday at 5:30 pm | City Hall

Employee Retirement & Pension Board

Third Monday at 9:00 am | City Hall

Lakes Commission

First Tuesday at 5:15 pm | City Hall

Duncan Public Library

Fourth Tuesday at 9:30 am | Library

Main Street Duncan

Third Wednesday at 1:00 pm | Main Street Duncan Office

Parks and Recreation Board

Third Monday at 5:30 pm | City Hall

Planning Commission

Third Tuesday at 5:30 pm | City Hall

South Central Oklahoma Envir. Auth

First Monday at 11:00 am | City Hall

Waurika Lake Master Conservancy District

First Tuesday at 2:00 pm | District Office, Waurika, OK

Meeting dates may adjust due to holidays.

Please call 580-252-0250 to inquire prior to attending.

Check out duncancalendar.com
for more exciting things to do in our great city!

Who to Contact

The City of Duncan is here to serve you.
580-252-0250 • 580-255-2112 (After Hours)

Animal Control

- Aggressive Animal
- Animal Noise Complaints
- Deceased Animal on Roadway
- Dogs or Livestock Running Loose

City Clerk's Office

- Alcohol and Food Permitting
- Lake Lot Lease
- Open Records Request
- Peddler's License

Community Development/Code Enforcement

- Building Permit/Violation
- Certificate of Occupancy
- Contractor Licensing/Permitting
- Dilapidated or Unsecured Structures
- Graffiti
- Grass Cuttings Swept into Street
- Grass or Trees Not Trimmed
- Illegal Dumping in City Limits
- Inoperable/Abandoned Vehicles
- Inspections for Plumbing, Mechanical and Electrical
- Large or Loose Trash at Curb
- Limbs Over Streets or Sidewalks
- Medical Marijuana Business/Grower Permit
- Outdoor Storage
- Sewer Overflow on Private Property
- Sewer Smell in Area
- Theft or Tampering of Utilities (Water or Electric)
- Trash or Debris Accumulation
- Trash Cart Remaining at Curb
- Trees or Shrubs Blocking Road View
- Vehicle Blocking Fire Hydrant
- Zoning Inquiries

Duncan Police Department

- Broken Down Vehicles in Roadway
- Burglary
- Found Property
- Noise Complaints
- Theft
- Power Outages after Hours
- Stop Lights/Signals Non-Working
- Traffic Safety Concern
- Water Leaks in Easements or Roadways after Hours

Fire Department

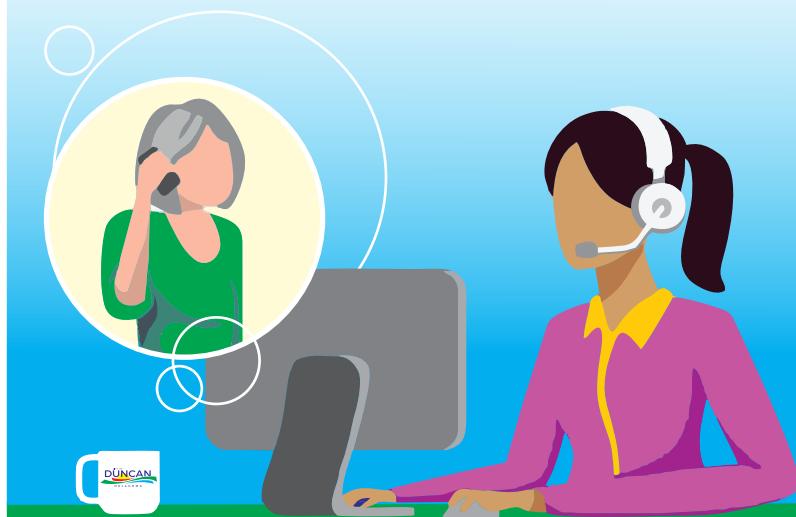
- Annual Fire and Life Safety Inspections
- Burn Permits
- Cat or Drone in Tree
- Fire Escape Plan Assistance
- Fire Hydrant Leaking
- Fire Truck Drive By for Event
- Home Fire Safety inspection
- Smoke & Carbon Monoxide Detector Inspection
- Tour of Main Station for Children

Public Works

- Cemetery
- Corner Visibility at Intersection
- Drainage or Erosion Concern
- Driveway Permits
- Event and Parade Permit
- Gutters and Curbs
- Missing Manhole or Meter Lid
- Potholes
- Parks
- Lakes
- Reservation at Park or Lake
- Sewer and Water Main Concern
- Street Closure
- Water Leaks in Easements or Roadways

Utilities Customer Service

- Billing Concern
- New Service (Water or Duncan Power)



FOR EMERGENCY CALL 9-1-1