



MAY 2021

CITY MANAGER'S REPORT

WWW.GALVESTONTX.GOV/CITYMANAGERSREPORT

Absolute Equality

A MESSAGE FROM OUR CITY MANAGER



The Scholes International Airport, which was built in 1912, is ushering in a new era.

The City of Galveston has been working on a master plan for the municipal airport, which will be executed over the next five, 10 and 20 years. Experts are looking at how to meet future aviation demands and analyzing the infrastructure at the airport necessary to meet that demand. The City of Galveston hired Coffman Associates, an aviation consulting firm to undertake the study and appointed a stakeholder committee to serve as the advisory board to the master plan. The master plan looks at organization and structure, existing conditions, aviation demand forecasts, facility requirements, airport plans and land use, and financial management. The last master plan was completed in 2005.

The master plan is ongoing with portions

completed and a few left to go. All documents provided so far are available online at <https://galveston.airportstudy.net/master-plan-documents/>. There are several opportunities to weigh in on the master plan and business plan. Visit <https://www.galvestonairport.com/master-plan> to see a schedule of public meetings and how to get in contact.

The Galveston City Council will discuss the master plan during a special meeting scheduled for Thursday, July 8 at City Hall at 9 a.m. Please take a few moments to read through this month's City Manager's Report to learn about other initiatives at the City of Galveston and for a preview of what's to come.

*Sincerely,
Brian Maxwell*

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CITY MARSHAL



LAST MONTH'S ACCOMPLISHMENTS

- We are currently still accepting applications for Deputy Marshal.
- We had an increase of Golf Cart permits requested this month total of 275 were issued and not in total are rejected applications that may still be in the process.
- 5 -Public Nuisances were abated.
- 36 -Court cases heard in Municipal Court
- 6 -Housing Abatement cases heard in Municipal Court
- 196 -Complaints received
- 32 -Complaint based cases
- 442 -Self-initiated cases
- 1032 -Total investigations
- 35 -Vehicles Towed
- 103 -Vehicles were Red Tagged
- 0 -Cleared Warrants



UPCOMING PROJECTS

- We will have Staff members to assist during the July 4th event



VIEW REPORTS

[Click to view code enforcement report](#)

[City parking report](#)

[Park Board parking report](#)

COMMUNITY OUTREACH



LAST MONTH'S ACCOMPLISHMENTS

- Informed the public about City events, outreach & campaigns via social media, press releases and website. This included responding to media requests and updating the city website
- Created daily content for city social media channels to inform the public about city-related events
- Produced and edited 6 videos and 24 press/community releases
- Prepared the City Manager's Report
- Worked with special event organizers for permitting of events
- Helped promote the hurricane preparedness fair
- Designed two ads for The Daily News regarding hurricane awareness and the Citizen of the Year
- Worked with Municipal Services to promote the anti-FOG campaign
- Prepared safety awareness campaign for residents, visitors for Memorial Day
- Partnered with HR to better advertise positions
- Completed training for new emergency alert system



UPCOMING PROJECTS

- Working on a series of videos highlighting Juneteenth and its history in Galveston
- Training for FEMA PAWS system emergency alerts
- Rollout of AudioEye on website
- Continue normal operations

LAST MONTH'S VIDEOS

- [Recycling Part II](#)
- [Employee Spotlight: John Pride](#)
- [Mother's Day](#)
- [Stop FOG in Galveston](#)
- [Requirements to become a firefighter](#)
- [Employee Spotlight: Drainage](#)



SPECIAL EVENTS



LAST MONTH'S ACCOMPLISHMENTS

- 25th Annual Grand Kids Festival
- Wild Game Championship
- Galveston Island Market



UPCOMING PROJECTS

- Flamingo Fest Golf Cart Parade
- Juneteenth Absolute Equality
- Juneteenth Parade and Picnic
- Ride Out Galveston (bike ride)

LEGISLATIVE AFFAIRS



VIEW REPORTS

- [Legislative Report May 2](#)
- [Legislative Report May 9](#)
- [Legislative Report May 25](#)

DEVELOPMENT SERVICES



LAST MONTH'S ACCOMPLISHMENTS

- Continue instructional YouTube project for Accela Citizen Access.
- Start the transition to the 2021 Code Changes.
- Ricardo Lopez earned his Commercial Electrical Inspector Certification and is now a Commercial Combination Inspector.



UPCOMING PROJECTS

- Continue the transition to the 2021 Code Change
- Continue instructional YouTube project for Accela



LAST MONTH'S ACCOMPLISHMENTS

- Grants Engineering:
 - a. 14th Street Stormwater PS 100% Design completed (Design & Construction \$35M)
 - b. South Shores Stormwater PS Grant (Design & Construction \$57M)-Design RFQ Phase
- Process Streamlining:
 - A. Engineering, Utilities and Public Works Staff to the plans in hand site walkthrough for the entire project footprint during the Design Phase-Implemented on 14th Street PS, 37th Street, Airport PS Tank #2 Design, 10 Mile Rd EST, Avenue S, and 23rd Street Projects.
 - B. Consultant pre-qualified by City Council for Subsurface Utility Engineering (SUE) for all design projects to establish consistency. SUE NTP for 10 Mile Rd EST in process.
 - C. Water, Wastewater and Drainage modeling developed in-house to evaluate capacity for upcoming developments
 - D. Adding traffic bulb-outs in streets design to address transitions with bridge blocks removal
 - E. Permits: Public Utility Tie-ins ROW, Telecommunications 4G/5G, Culvert now in Accela
 - F. Storm, Sanitary, Water Infrastructure Specifications & Design Details being upgraded for Long-term sustainability
 - G. Future Masterplans to include condition, capacity & 30% design to expedite construction
 - H. Smartsheets software for collaboration and work management, to assign tasks, track project progress, automate triggers for sending scheduled deadline emails, manage calendars, share documents, and report on work in real time, automate workflows, and deploy new processes
- I. Consultant design documents being shared for interdepartmental simultaneous review through Adobe Cloud.
- Engineering Permits:
 - a) Providing guidance to developers at Pre-development meetings related to design/capacity.
 - b) Residential and Commercial Building Permits
 - c) Subdivision water, sewer, roads, drainage and ADA, Infrastructure Permits, 2-year Maintenance and Final Approval
 - d) Utility (5G/4G, Electrical, Gas, fiber optic) and Geotechnical/Environmental Boring Permits
 - e) Fill permits
 - f) Culvert survey construction staking and permits
 - g) ROW Construction RR crossings, sidewalk, driveway, ADA permits
 - h) Parking & Address Permits
 - i) Temporary License to use (TLTUs)
 - j) Water, sewer and drainage capacity analysis for developments, and fire hydrant flow testing capacity and water distribution pressure calculations for fire sprinkler design
 - k) Municipal Settings Designation (MSDs)
 - l) Customer communication and engineering support to Code Enforcement, Planning, Building Official, and Fire Marshal
- Recurrent Engineering Tasks:
 - a) AutoCAD Inhouse Designs, Preparation of new Standard Infrastructure Design Detail Plans and Specifications, Drafting of Design Manual, Preparation of AutoCAD Drainage Plan go-bies for consistency with Drainage Criteria

ENGINEERING

- b) Open Records Request Physical Search of Engineering Documents, Scanning As-Builts to pdf, and completion of Open Record As-built Requests
- c) Plats/Replats, ROW & Alley/Easements abandonment requests review, property and ROW topographic surveys, GPS
- d) Engineering Traffic Control Plans for Special Events and Communication with TXDOT for Approval
- e) RFP/Bid package preparation with front end documents, plans, bid forms and specification books to complete pre-purchasing packages in one department
- f) Roads, Drainage, Water, Sewer, Traffic & Facilities CIP Project Phases:
 - CIP Projects in Proposal/Planning Phase:
 - Island-wide Drainage Plan and Drainage Fee
 - 33rd, 75th & 89th Seawall Intersection Traffic Design-Proposal to City Council in July
 - 59th Street Pump Station Tanks Rehabilitation Preliminary Engineering (PER)/Feasibility Study
 - 36" Old Causeway-RR Bridge Waterline Rehabilitation PER
 - Port Outfalls Repair and Upgrade to 25-year Storm Atlas 14 Intensities—planning phase, cost estimate and concept prepared
 - Projects in 30% Design, Study or Reports
 - City Waterwells Asset Condition Assessment and Evaluation and Aquifer Storage and Recovery Appraisal Project.
 - Terramar WWTP Preliminary Design
 - Pirates Beach Lift Stations 40, 47 and 35 Design
 - 23rd Street Downtown Corridor-in-house design (making adjustments to Bulb-outs for drainage and structural/utility conflicts)
 - Projects in 60%/90% Design:
 - None
 - Projects in 95-100% Design
 - 14th Street Pump Station and Storm Sewer Upgrades HMGP DR-4332-024 - 100% design completed
- 23rd Street Reconstruction from Broadway to Seawall - 100% design in progress
- Avenue S Reconstruction from 53rd to Seawall - 100% design in progress
- New 7 MG (AWC to increase from 5.4 to 7 MGD) Ground Storage Tank #2 at Airport Pump Station — 100% Design in Progress
- 2.5 Million Gallon, 10 Mile Road Elevated Storage Tank – 100% Design in Progress
- Wright Cindy Recreation Center Improvements Designed in-house
- Menard Park Improvements Designed in-house
- Bernard Davis Stadium Improvements Designed in-house
- Jones and Shields Park Improvements Designed in-house
- Citywide Priority #1 Lift Stations Upgrade Design— 100% Design Completed
- Projects in Pre-Bid Advertisement Phase
- Citywide Priority #2 Lift Stations Upgrade Design
- Pirates Beach WWTP 100% Design completed and awaiting TCEQ permit to advertise after 30 day public comment period if no significant comments received
- Main WWTP Digesters Dewatering and Process/Structural Improvements—Pre-bid Advertisement delayed due to funding
- 37th St. Improvement Project
- Projects Advertised for Bids
- Seawolf WWTP (new concrete package plant selected and value engineering design in progress to reduce construction cost)
- Portable Flood Wall for Island Transit (3 sides)
- Fixed Cantilever Flood Wall for Island Transit (4th side Facing 29th Street)
- Island Transit Flood Dewatering VFD Pumps, Generator and Elevated Platform

- Engineering support to Construction Projects
- 27th Street Traffic Calming, Landscape, Hardscape Improvements Phase II (Avenue O to Seawall) and Phase III Broadway to Market – Designed in-house
- Dog Park Design Plans—Designed in-house—Added landscaping to enhance aesthetics, shade
- AWIA Compliance Risk and Resilience Assessment—Compliance certification and reports completed—Emergency Response Plan in progress
- 24 inch transmission line from 59th Street Pump Station to the Airport Pump Station
- 73rd Street from Heards Lane to Avenue N-1/2
- Downtown Livable Communities Pedestrian and Transit Improvements (TXDOT, City, FTA funded)
- 48th Street Broadway Intersection and Northern Ditch Drainage Upgrades
- Broadway Bridge Block Drainage Crossings Upgrades
- Airport PS and new 4.6 MG Ground Storage Tank #1
- Airport PS Disinfection Upgrade
- 35th Street Roadway, Storm Sewer & Utility Improvements
- Church Street Drainage from 33rd to 37th and 37th Street and Outfall Improvements
- 18th Street Drainage Ship Channel to Seawall
- Legas Drive Structural repair design of sloped paving, bulkhead, storm sewer pipe system and sidewalk
- Teichman Neighborhood Waterline Improvements
- Developer Meetings/Water/Sewer/Drainage/Traffic Design Guidance and Capacity Evaluations:
- 1011 Walsh Lane New High Rise Condominiums
- Parks Board Meeting for Stewart Beach Development National RFP
- 17007 San Luis Pass Residential Development
- Develop 1825 23rd Street Convert Eye Clinic Property and build 7 single family homes
- Shriners Hospital Traffic Impact Analysis Meeting with Developer's Engineers
- 2222 Broadway Convert Historical Foundation Property to Condos
- 14314 – 14346 Stewart Road Bayside @ Watermans Residential Development
- 4424 Seawall Blvd Replacement Bank
- East Beach Beachfront and Gulfview-301 East Beach Drive Resort Hotel
- 10327 FM 3005 Residential and Commercial Subdivision
- Yacht Basin South and Holiday Drive Apartments-7115 N. Holiday Drive
- Rosewood Cemetery Historical Site Drainage and Erosion Control
- Bayside at Watermans Residential Developments
- 13430 San Luis Pass Multifamily and Commercial
- Marquette Property West of 8 Mile Road Residential Subdivision
- Beachwood Subdivision Revised Design Plans in Construction
- 3538 Avenue H Predevelopment Meeting Completed
- 8610 Seawall Blvd, Office Building 3 stories
- Diamond Beach Phase 2 Residential
- Shriners Hospital Garage Housing Expansion
- Seabird and FM3005 Residential Developer Meetings
- 30 Homes near LS#47 Pirates Beach WWTP service area Marina Drive vicinity—new development unplatted
- One Moody Plaza Building Renovation
- 61st Street McCoys Developer Meetings
- And more.....

FACILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Ongoing exterior window frames and sills painting project at the City Marshal's building
- Purify and clean the diesel fuel as needed, in the standby emergency generator fuel tanks
- Completed the annual inspections on the Standby Emergency Generators
- Topped off the diesel fuel for the standby emergency generators
- Inventory, order and stock emergency supplies and materials in preparation of Hurricane Season.
- Handled and completed 477 work orders.



UPCOMING PROJECTS

- Strip and re-paint the steps at City Hall
- Install Drain systems in the planters at City Hall

BUDGET



LAST MONTH'S ACCOMPLISHMENTS

- Completed and distributed the FY2021 2nd Quarter Budget Report
- Submitted FY2021 budget amendment #1
- Completed work on FY2022 Departmental Budget folders
- Continued work on the FY2022-FY2027 Capital Improvement Plan



UPCOMING PROJECTS

- Continue work on FY2022 Proposed Budget
- Continue work on the FY2022-FY2027 Capital Improvement Plan

PURCHASING



LAST MONTH'S ACCOMPLISHMENTS

- Advertised solicitations for Crockett Park Foul Ball Net, 37th Street Improvements Avenue P to Seawall, 37th Street Improvements Broadway to Avenue P, and Sustainable Interactive Customer Connections – AMI Metering Data and Customer Service Project
- Opened solicitations for Outdoor Fitness Center Slab, Parks Concession and Vending Services, Wright Cuney Pour and Play Playground, and Crockett Park Foul Ball Netting
- Prepared contracts for the Outdoor Fitness Center Concrete Slab, Wright Cuney Pour & Play, Crockett Park Foul Ball Net, and Scholes International Airport Hanger Purlin Replacement
- Continue to facilitate negotiations for Cultural Arts Masterplan project



UPCOMING PROJECTS

- Prepare solicitations for, Pirates Beach Wastewater Treatment Plant, City Hall Windows, Banking Depository Services, Bond Underwriting Services, Investment Advisory Services, Drug and Alcohol Testing, and Construction Management Services.
- Facilitate discussions on simplifying Purchase Card data/software interface procedures

[Click here to view reports](#)

CUSTOMER SERVICE



LAST MONTH'S ACCOMPLISHMENTS

- Changed the format of adjustments presented on customer's water bills

Performance Measures	FY 2017	FY 2018	FY 2019	FY 2020	1st Qtr FY21	2nd Qtr FY21	Apr-21	May-21	FY 2021
Meters re-read manually	300	782	364	550	827	427	356	579	579
Adjustments	3,432	3,987	2,090	1,536	445	482	111	134	1,172
Adjustments (\$55)	550,120	5702,289	5,374,840	341,172	100,587	129,696	23,532	20,429	274,244
Water Bills Mailed Out	261,802	260,602	255,015	255,170	62,451	61,553	20,353	20,306	164,663
Outstanding "water concern" emails received	572	440	236	309	142	64	7	21	234
Outstanding "water concern" emails completed	545	478	300	509	122	89	14	27	252
Service Orders	20,203	18,949	20,806	15,078	3,409	4,209	1,503	2,134	11,255
New Customer connections	3,131	3,413	3,239	3,556	777	705	289	336	2,107



UPCOMING PROJECTS

- Develop email messaging notification to send customers who experience high consumption usage on their utility account
- Contact customers with over 90 days of outstanding balances to set up payment plan arrangements.

ACCOUNTING



LAST MONTH'S ACCOMPLISHMENTS

- Begin procurement process for banking services and investment advisory services.

Performance Measures	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 ACTUAL
Number of vendor payments completed	5,768	5,791	5,476	5,103	3,611
Number of checks as percent of total vendor payments	96.83%	95.65%	91.07%	85.07%	79.06%
Number of electronic payments as a percent of total vendor payments	3.17%	4.35%	8.93%	14.93%	20.94%
Number of funds managed	274	282	284	118	123
Investment Portfolio (Millions)	\$153	\$145	\$139	\$169	\$149
Interest Earned (Thousands)	\$867	\$2,247	\$3,247	\$1,923	\$63
Number of FEMA Ike PW's closed out	25	3	5	1	16
Number of FEMA Ike PW's finalized	28	38	56	31	15
Number of FEMA Harvey PW's closed out		9	10	2	2
Number of FEMA Harvey PW's finalized				3	0
Number of bank accounts reconciled	30	31	34	34	34



UPCOMING PROJECTS

- Begin to prepare for the FY21 Interim audit

MUNICIPAL COURT



LAST MONTH'S ACCOMPLISHMENTS

- View the report [here](#)

FIRE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- Continued classroom training for engine company Inspections.
- GMR firefighter training.
- 108 General inspections
- The department had 3400 hours of various training for the month of May.
- Completed operational policy updates.
- Joint training Texas International Terminal.
- Joint training with Center Point for electrical safety.
- Confined space rescue training at Seawolf Park.

ACCIDENT MAJOR	63	8.8%
ASSIST BY FIRE	33	4.6%
BOMB THREAT	3	0.4%
CHOKING	1	0.1%
DROWNING / DIVING / SCUBA ACC	21	2.9%
DUMPSTER TRASH FIRE	3	0.4%
ELECTRICAL PROBLEMS SPARKS	11	1.5%
FIRE ALARM	108	15.1%
FIRE OUTSIDE	8	1.1%
FIRST RESPONDERS	342	47.8%
GAS LINE BREAK LEAK	1	0.1%
GRASS	1	0.1%
HAZMAT	2	0.3%
PENETRATING TRAUMA	2	0.3%
POWER LINES DOWN TRANSFORMER	18	2.5%
RESCUE	12	1.7%
SMELL OF SMOKE GAS INSIDE	6	0.8%
SMELL OF SMOKE GAS OUTSIDE	3	0.4%
STRUCTURE FIRE	10	1.4%
UNCONSCIOUS	64	8.9%
VEHICLE FIRE	2	0.3%
WATER FLOW ALARM	2	0.3%
Total:	716	100.0%



UPCOMING PROJECTS

- Emergency Driving course
- Back to Basics training
- Hurricane Preparedness meeting
- Fire prevention training



LAST MONTH'S ACCOMPLISHMENTS

- Mechanics worked on 202 vehicle work orders within the month and performed;
- General Repairs - 521
- Accident Repairs - 13
- Capital Repairs - 0
- Recall Repairs - 13
- PM's - 216
- Repairs from PM's - 61
- Road Calls - 71
- Other Services
- Provided 59,667 gallons of fuel for city and outside organizations.
- Re-decating older fleet vehicles with newly designed decals.
- Provided auto COVID-19 cleaning and detailing during preventative maintenance services.
- Provided follow up fleet support for the Port of Galveston repair shops.
- New fleet vehicles approved and ordered.
- \$19,427 of surplus fleet and other assets auctioned viaGovDeals (internet auction).



UPCOMING PROJECTS

- Continue fleet services
- Three trolleys receiving “burn in” testing in Galveston for certification

GRANTS & HOUSING



LAST MONTH'S ACCOMPLISHMENTS

- 2021 CDBG and HOME Program Allocations
- The City received notice of increase of \$17,192 in CDBG due to a miscalculation in the formula. Will receive CDBG funding of \$1,183,810 a reduction of \$30,879 (-2.54%) from the 2020 PY and HOME funding of \$246,705 a reduction of \$28,923 (-10.49%) from the 2020 PY.
- Conducted citizen comment period for 2021 CDBG & HOME proposed projects, no comments were received
- Presented proposed 2021 CDBG and HOME Program Objectives and Projects to City Council Meeting on 5-27-21 for approval and conducted Public Hearing, no comments were received. (HUD Regulatory Requirement)
- CDBG-CV 3 CARES Act Funding
- Completed project environmental review, waiting on HUD Release of Funds. (HUD Regulatory Requirement)
- Financial Management
- Staff facilitated review of project accounts for allowable and allocable expenditures and preparation of adjustments as needed.
- Staff facilitated CDBG and HOME drawdowns of funds to reimburse the City for CDBG \$211,468.38 and HOME \$294,148.89. (HUD Regulatory Requirement)
- Tenant-Based Rental Assistance Program (TBRA)
- To date assisting a total of 35 LMI households with rental assistance for one (1) year and security deposit. (HUD Regulatory Requirement)
- Staff performed five (5) HQS inspections for tenants and issued one (1) TBRA Coupon for low-moderate income family to assist with rent for one (1) year. (HUD Regulatory Requirement)
- Short-term Tenant-Based Rental Assistance Program Round II (ST-TBRA II)
- To date assisted four (4) LMI households with three (3) months of rental and/or security deposits to LMI households whose income was affected by the COVID-19 Pandemic.
- Staff determined three (3) Low-income households eligible to receive three (3) months of rental assistance.
- Texas Emergency Rental Assistance Program (TERAP)
- To date assisting five (5) LMI households with six (6) months of rental assistance to LMI households whose income was affected by the COVID-19 Pandemic.
- Staff determined four (4) low-income households eligible for rental assistance. Applicant will receive six (6) months of rental assistance because income was affected by the COVID-19 Pandemic. (TDHCA Requirement)
- Staff participated in TDHCA TERAP webinar (TDHCA Requirement)
- Homebuyer Assistance Program (HAP)
- Staff determined one (1) applicant income eligible for the City's HAP, homebuyer applicant is seeking assis-

tance for downpayment and closing cost towards the purchase of their new home. (HUD Regulatory Requirement)

- Davis Bacon
- Staff reviewed certified payrolls for the approved contractor of the Wright Cuney Floor Renovation project as part of the Davis-Bacon Requirements to ensure compliance. (HUD Requirement)
- Technical Assistance
- Provided assistance for 9 homeowners with housing



UPCOMING PROJECTS

- 2021 CDBG and HOME Program Allocations
- Staff will submit application to HUD. (HUD Regulatory Requirement)
- CDBG-CV 3 CARES Act Funding
- Receive HUD Release of Funds. (HUD Regulatory Requirement)
- Financial Management
- Facilitate review of project accounts for allowable and allocable expenditures and preparation of adjustments as needed for development of program drawdowns to reimburse the City. (HUD Regulatory Requirement)
- 2020 Program Year End
- May 31st end of the 2020 PY facilitation of all final reporting and requirements to close-out and/or carry-over projects; preparations for 2020 Consolidated Annual Performance and Evaluation Report for HUD (end of year report) due August 29th. (HUD Regulatory Requirement)
- Tenant-Based Rental Assistance Program (TBRA)
- Staff will continue to accept, review and process application submitted under the TBRA Program. (HUD Regulatory Requirement)
- Short-term Tenant-Based Rental Assistance Program Round II (ST-TBRA II)
- Staff will continue to review and process applications submitted under the ST-TBRA Program Round II. (HUD Regulatory Requirement)
- Texas Emergency Rental Assistance Program (TERAP)
- Staff will continue to review the applications submitted for the TERAP. (TDHCA Requirement)
- Homebuyer Assistance Program (HAP)
- Staff will be accepting applications for the City's HAP, which will assist with up to \$14,500.00 for downpayment and closing cost towards the purchase of a new home within the City of Galveston
- Davis Bacon
- Staff will continue to review certified payrolls for the CDBG projects that invoke the Davis-Bacon Act. (HUD Requirement)

information, 10 homebuyers for homebuyer assistance program, 1 for Fair Housing information, 1 for COVID-19 testing and over 300 phone inquiries for rental assistance

HUMAN RESOURCES



LAST MONTH'S ACCOMPLISHMENTS

- Held two New Hire Orientations. Hired fifteen (15) New Employees- 1 HR Specialist , 1 PT Lifeguard, 4 PT Recreation Aides, 1 Planning Technician, 4 D/C Technician Trainee, 1 Sr. Administrative Assistant, 1 D/C Technician II, and 1 Fleet Service Technician, and 1 Deputy Court Clerk
- Held several Workforce Dimensions Kronos Timekeeper Training sessions
- Launched the new timekeeping system “Workforce Dimensions Kronos” for all City employees
- Held two job fair’s for the Municipal Utilities Department which resulted in 10 applicant’s being offered employment
- Partnered with Island Transit Department for the FTA Drug and Alcohol Compliance audit
- Continued support of City Departments in filling job vacancies
- Hosted the Galveston Health Board Meeting



UPCOMING PROJECTS

- Host a job fair for Island Transit Department in an effort to fill vacant Transit Operator positions
- Host Virtual Health Benefits Plan Board Meetings (at least 2)
- New Hire Orientation (at least 4)
- Continue support of City Departments in filling job vacancies

Information Technology



LAST MONTH'S ACCOMPLISHMENTS

- Mitigated security risks to the City's network by:
- Blacklisting one (1) addresses/domains related to phishing or spam
- Updated Chrome due to vulnerabilities
- Responded to 3 open records requests
- Tier I Support completed 235 support tickets
- Cutover Workforce Dimension to production use
- Completed configuration and connected seven (7) water SCADA sites
- Continued efforts on other open projects



UPCOMING PROJECTS

- Begin working on phase 2 of the O365 Migration project
- Complete the deployment of the replacement equipment for the annual refresh program
- Continue project efforts to migrate the parking management database to the cloud
- Continued project efforts to replace and upgrade the police department's interview room recording solution
- Continue project efforts on the IT service desk replacement software solution
- Kick off the enterprise phone system upgrade project
- Continue project tasks on the upgrade of the SCADA network
- Continue efforts to identify a replacement patch management solution
- Upgrade end of life versions of Adobe Acrobat across the organization
- Complete the upgrade of the city's enterprise telephone recording system upgrade
- Kickoff project activities on the replacement of the enterprise endpoint solution
- Train departments and place new contact management process into full productive use after months of beta testing the new process with multiple departments\
- Close out the workforce dimension project and move from project to maintenance

Information Technology

GIS Division



LAST MONTH'S ACCOMPLISHMENTS

- Completed sixteen (16) GIS requests consisting of sixty-six (66) items:
- Sanitary sewer overflow data updates for Public Works
- 2020 Census Tract map for the Fire Department
- Maintenance map for Public Works
- Beach data extract for Development Services
- Two building footprints maps for Public Works
- Six transit route and stop maps and seventeen dataset updates for Island Transit
- Two subdivision maps and four coordinate and measurement datasets related to Hurricane/Tropical Storm Laura for the Finance-FEMA Recovery division
- One airport map and one coordinate dataset related to Tropical Storm Laura for the Finance-FEMA Recovery division
- Fifteen datasets upload and archive of Appraisal District data for the city-wide GIS system
- Collaboration with the Galveston Police Department's Animal Service Unit and the Public Information Office on the Coyote Sightings Form and Coyote Sightings Map
- Added three 2020 Census datasets
- Processed Aerial 2021 basemap
- Added port georeferenced utility map to the City's GIS for Public Works Municipal Utilities
- One map and two datasets of the Winter Storm 2021 portable toilet locations for the Finance-FEMA Recovery division
- Two maps of the (LMI) and City Force street locations for Public Works
- One dataset analysis of the island's percentage in the 100-year flood zones for the City Manager's Office-Municipal Services.
- Responded to three (3) Public Information Requests
- Completed twenty-one (21) GIS Support items



UPCOMING PROJECTS

- Continued development of the City Staff GIS training program
- Continue Phase II of the Coyote Sighting project – submission notification system for the Galveston Police Department's Animal Service Unit
- Capital Improvement Plan (CIP) projects for 2022-2026
- Public Works-Municipal Utilities dataset conversion

ISLAND TRANSIT



LAST MONTH'S ACCOMPLISHMENTS

- Fixed Route Ridership: 9865
- AVG 411 trips per day
- Seawall Route Ridership: 2979
- AVG 186 trips per day
- ADA Ridership: 1200
- Estimated at this time
- AVG Fare collected per day \$241.00
- FY 22-23 5310 Elderly and Disabled Funding awarded for full amount.
- Testing of Galveston Island Trolley's still under way. Required to have 50-70 hours of testing prior to revenue service.
- #504-48 hrs. of testing completed.
- TSA Safety Audit for Island Transit Completed; Improvement of over 30% from previous audit results.
- FTA Drug/Alcohol Audit currently underway.



UPCOMING PROJECTS

- Completed Testing of Galveston Island Trolley system.
- TxDOT SSO approval of Galveston Island Trolley to begin revenue service.
- Completion of Drug/Alcohol Audit with minimal findings.
- Submit proposal for RAISE Funding Opportunity for repairs/re-siding of Rail and Maintenance Facilities.

PARKS & RECREATION

PARKS & MAINTENANCE



LAST MONTH'S ACCOMPLISHMENTS

- Mowed grass and maintained litter from all City-Owned or City-Managed Parks, Ballfields and Facilities as well as main thoroughfares, Right-of-ways, City owned cemeteries and the I-45 feeder roads
- Secured and Monitored Park Facilities and Equipment
- Maintenance irrigation at Crockett Park, Broadway, 27th St.
- Continued litter cleanup on nights and weekends
- 83rd St. Dog Recreation Area grand opening
- Certification training for irrigation, pesticides, herbicides, & backflow in-progress
- Lassie and West Isle Complex field lights Project/ in-progress
- Diamond Beach esplanade start June of 2021
- Cemetery maintenance commenced for spring season
- Moody Tree Removal Project/continue
- Spring tree /cutting on Broadway/continued following winter freeze
- Continue with backflow repairs from Winter Storm all facilities
- Concession stand at Lindale/storage room & Roof repairs/in -progress
- Pocket Park#4 phase2 commenced
- Pocket park#1/ entry area repair
- Pocket Park#2 winter storm repairs
- Splash pads repairs at all (3) location/Vortex/in-progress
- Re-furbish mulch at all city own playgrounds
- Crockett park, Lindale & West-end ballparks upgrades & repairs
- Rotary field project completed – pending light switch for field lights
- Tree and dog park watering project
- Paint bench at Adoue Park
- Completion of floor replacement at Wright Cuney



UPCOMING PROJECTS

- Menard Bandshell project, completed
- Backflow testing
- Jones Park/scheduled maintenance
- Cut and clean San Jacinto & Burnett school, also installation of water fountain completed
- Removing Graffiti at Menard skate park,& other city own properties/on-going
- Secure Park Amenities, Playgrounds, Tennis

- Courts, Baseball Fields and Skate Park
- Quality Control Inspections at All Parks
- Assist Citizens in Locating Family Plots at All City Owned Cemeteries
- New city hall parking lot, & new P.W. Bldg./ scheduled maintenance
- Periodically cut & clean Pelican Island, & Westend of the Island
- Clean, cut and trim trees at bird park (Corp Woods Nature Sanctuary) schedule mainte-

- nance
- Water fountain restoration at Kempner park / on-going
- ADA Compliance Playground Project/on-going
- Additional parking/fire lane at Menard
- Remove curb stops at Lassie
- Flag pole project/in-progress
- Juneteenth Celebration/Official holiday

RECREATION & ADMIN



LAST MONTH'S ACCOMPLISHMENTS

- Kardio Kickboxing Tuesdays and Thursdays
- McGuire-Dent Membership Totals: Adults:1061 Seniors:361 Youth:46, Military: 80
- Wright Cuney Membership Totals: Adults: 97, Seniors: 24, Youth: 102
- Update fitness areas at Mc-Guire Dent
- Deep Cleaning Recreation Center; Continue CDC Guidelines
- Pickleball, Zumba and Badminton
- Basketball Practice Wright Cuney
- Praise dance practices
- Trumpet practice Wednesday and Thursday
- Fitness Center TV Project completed
- Story Walk Menard Park w/ Rosenberg Library
- Track and Field Program
- Opening on Weekends
- Opened up both Recreation Centers
- Interviewing for Part-time Recreation Aides
- Demolition and of common area flooring at Wright Cuney



UPCOMING PROJECTS

- Updating Parks & Recreation Website Silly Walk & Roll
- Initiating Fitness on Demand
- Pocket Park Update
- New Member/Renewing Member Package(s) – Masks, Sanitizer, etc.
- Update of Fee Schedule – Pool Deck Fee, Pavilions, and / or other facilities
- Viewworks-Work order program
- Cemetery Improvements Data
- Outdoor Basketball Courts resurfaced at Wright Cuney and net replacement at all courts.
- Rosenberg Library (story walk)
- Staff Training on Civic Rec
- Repair Goal in Pavilion at Wright Cuney
- Flag Football Program with Galveston Hurricanes and Greater Dream
- East Region TAAF Meeting
- Juneteenth Parade

AQUATICS



LAST MONTH'S ACCOMPLISHMENTS

- Hosted 4 tryouts at pool for lifeguards
- Interviewed 4 applicants for Assistant Aquatic Manager
- Interviewed 15 applicants for Rec Coordinator
- Assisted in hiring 2 Office/ Rec Aides for pool
- Successfully completed GISD's Ball High Senior Party at the pool
- Completed Phase 3 and Phase 4 of Parks and Recreation COVID re-opening plan for Lasker Pool
- Attended Region 1 TAFF meeting
- Attended Better Parks for Galveston's May meeting
- Attended Civic Rec training on Creating a Business Mindset
- Met with Accounting to work on Cash Handling procedure and best plan for money details moving forward
- Continued General Maintenance
- Started conversations with local Dive Shop to host SCUBA classes at Lasker Pool
- Registration for Swim Lessons is up on Civic Rec
- Successfully made it through Memorial Weekend
- Current Memberships: Adult – 265, Child – 61, Senior – 308
- Activity Check-ins from May 1st – May 31st : 1,716 patrons

Pocket Park 1

- Working on advertising and signage for Pocket Park and seasonal passes
- Attended Civic Rec training on Creating a Business Mindset
- Working to finalize Pocket Park Manual
- Daily Beach Transactions: 1620
- Season Passes Sold: 14
- Total Revenue: \$ 36,949



UPCOMING PROJECTS

- Hire and train all staff (many part-time positions available)
- Finish CPR training for remaining Parks and Recreation Staff
- Start renting out Party Deck at Pool



PLANNING & DEVELOPMENT



LAST MONTH'S ACCOMPLISHMENTS

Planning & Development Division

- Hosted 6 Pre-Development Meetings.
- Workshop with the Landmark Commission to discuss the use of alternative materials for porch floors and new construction in historic districts.
- Workshop with the Planning Commission for an overview of the City of Galveston Beachfront regulations and permitting process
- Continued to partner with TAMUG to create a local coastal management directed studies course focused on dune protection and public beach access. Participated in the student's final presentations.
- Catherine Gorman attended the Community Outreach Strategies for Historic Preservation Commissions and Boards webinar hosted by the National Alliance of Preservation Commissions.
- Daniel Lunsford led an internal training session on Concessions and other Misc Permits.
- Welcomed Patrick Collins as the new Planning Technician

Landmark Commission

- 21LC-010 (1818 Avenue L): Request For A Certificate Of Appropriateness For Revisions To Previously Approved New Construction
- 21LC-013 (1701 Avenue M 1/2): Request For A Certificate Of Appropriateness For Modifications To The Structure Including Window Replacement And Modification
- 21LC-016 (1524 Church / Avenue F): Request For A Certificate Of

Appropriateness For Alterations To The Structure Including The Installation Of Solar Panels

- 21LC-017 (1923 Avenue M): Request For A Certificate Of Appropriateness For Alterations To The Structure Including The Removal Of Architectural Elements
- 21LC-018 (1202 Ball / Avenue H): Request For A Certificate Of Appropriateness For Modifications To The Front Structure And Rear Accessory Structure
- 21LC-019 (1419 Ball / Avenue H): Request For Verification As A Participant In The Substantial Rehabilitation For Historic Properties Tax Exemption Program
- 21LC-020 (Adjacent To 1608 Church / Avenue F): Request For A Recommendation Regarding A Permanent License To Use For An Accessory Dwelling Structure That Encroaches A City Alley Right-Of-Way
- 21LC-022 (1601 Postoffice / Avenue E): Request For A Certificate Of Appropriateness To Reconfigure Rear Yard Driveway And Expand Existing Curb Cut
- 21LC-023 (1423 Church / Avenue F): Request For A Certificate Of Appropriateness To Construct A Garage Apartment In Rear Yard.
- 21LC-024 (1102 Sealy / Avenue I): Request For A Certificate Of Appropriateness For Modifications To The Existing Structure Including The Enclosure Of An Exterior Staircase
- 21LC-025 (1517 Sealy / Avenue I): Request For A Certificate Of Appropriateness For Modifications To The Existing Structure In-

PLANNING & DEVELOPMENT

cluding A Rear Porch Addition

- 21LC-026 (1716 Avenue K): Request For A Certificate Of Appropriateness For Modifications To The Existing Structure Front And Rear Additions
- 21LC-027 (1323 Rosenberg / 25th Street): Request For A Certificate Of Appropriateness For Modifications To The Structure Including A Rear Addition And New Accessory Structure
- Planning Commission
- 20BF-111 (Open Space Reserve 5 And TR 37-1, Sandhill Shores Subdivision): Request For A Beachfront Construction Certificate/Dune Protection Permit In Order To Construct A Pedestrian Pathway For Public Access To The Beach
- 21P-022 (1728 Seawall): Request For An Abandonment Of Approximately 860 Square-Foot Of Mid-Block Alley
- 21P-023 (Adjacent To 1608 Church / Avenue F): Request For A Permanent License To Use For An Accessory Dwelling Structure That Encroaches A City Alley Right-Of-Way
- 21ZA-001 Request For A Text Amendment To The Galveston Land Development Regulations, Article 3, Urban Neighborhood (UN) Addendum To Modify The List Of “Corner Stores – Permitted Structures” In Kempner Park. Applicant: Alyssa Rutty
- 21BF-044 (Pirates Beach & Pirates Beach West): Request For A Beachfront Construction Certificate/Dune Protection Permit For Proposed Beach Maintenance Activities
- 21BF-049 (Kahala Beach Estates, 19003 - 19097 Kahala Beach Drive): Beachfront Construction Certificate/Dune Protection Permit For Proposed Beach Maintenance Activities
- 21BF-050 (Riviera I, Riviera II, And West Beach Condominiums, 11945-11949 FM-3005): Request For A Beachfront Construction Certificate/Dune Protection Permit For Proposed Beach Maintenance

Activities

- 21BF-051 (R.A. Apffel East Beach Park, 1923 Boddeker Rd.): Request For A Beachfront Construction Certificate/Dune Protection Permit For Proposed Beach Maintenance Activities
- 21BF-052 (Stewart Beach, 201 Seawall Blvd.): Request For A Beachfront Construction Certificate/Dune Protection Permit For Proposed Beach Maintenance Activities
- 21BF-053 (Seawall Urban Park, 1400 – 8900 Seawall Blvd): Request For A Beachfront Construction Certificate/Dune Protection Permit For Proposed Beach Maintenance Activities
- 21BF-054 (Dellanera RV Park, 10901 San Luis Pass Rd.): Request For A Beachfront Construction Certificate/Dune Protection Permit For Proposed Beach Maintenance Activities
- 21BF-056 (Beachside Village Subdivision): Request For A Beachfront Construction Certificate/Dune Protection Permit For Proposed Beach Maintenance Activities
- 21P-024 (1728 Seawall): Request For A License To Use Of Approximately 860 Square-Foot Of Mid-Block Alley To Store Surreys And Golf Carts
- 21P-025 (Vacant Tracts Located East Of Sea Breeze, South Of San Luis Pas Road/FM 3005, And West Of 8 Mile Road): Request For A Final Plat To Incorporate 4.59 Acres Of The Subject Tract As Part Of Beachside Village, Section 6; Extend Starfish Drive And Develop The Beachside Village Residential Reserve

Zoning Board of Adjustments

- 21Z-007 (1002 Seawall): Request For A Special Exception In Accordance With The Galveston Land Development Regulations Section 11.400, To Make A Non-Conforming Use Conforming



POLICE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- Calls for service – 6479
- Reports – 851
- Arrests – 530
- Citations – No stats from municipal court at the time of submission
- Accidents Investigated – 81
- The 59th Citizen's Police Academy was hosted virtually and was a great success
- May 6th – GPD hosted the Gulf Coast Blood Center for a blood drive. It was a good turnout and very successful



UPCOMING PROJECTS

- Summer operations: fully-staffed weekends
- Special events: Juneteenth celebrations
- Training



PUBLIC WORKS

RECYCLING



LAST MONTH'S ACCOMPLISHMENTS

- Recycling Division processed 8.575 tons of paper during our Shred Day events that took place on May 1st and May 8th.
- Recycling Division processed 104.69 tons (209,380 lbs.) of material for the month of May 2021.
- Recycling Division received \$7,066.51 in commodity sales. (Highest Month to Date)
- The Center had an estimated 13,402 visitors, with a daily average 433. This number has increased by approx. 92 visitors, compared to April and increased by 189 visitors, compared to the month of March 2021.
- Recycling Division released one additional recycling video to promote the Division's Recycling "Did You Know" educational campaign for the Spring/Summer of 2021. All educational videos can be found on the City's .gov site and on social media outlets.
- Recycling Division provided curb-side pick up for 112 residents for the month of May 2021.
- In May 2021, Recycling Division provided support to both the Rosenberg Library and the City Marshals office which increased our overall tonnage and sales for the month of May 2021.
- Recycling Division continued optimization and beautification @ the Recycling Center.

[Click here to read report](#)

SANITATION



LAST MONTH'S ACCOMPLISHMENTS

- Crews completed 868 total request for service.
- Sanitation deposited 2,974.85 tons of debris (or 5,949,700.00 lbs) at the Transfer Station.
- Crews made 558 trips to the Transfer Station.

[Click here to view the monthly report](#)



UPCOMING PROJECTS

- Continue operations

MUNICIPAL UTILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Installed 28 new water taps and 21 new sewer taps.
- Replaced 2 existing water taps and 20 existing sewer taps.
- Repaired 37 distribution system leaks and investigated 20 property owner leaks.
- Responded to and resolved 17 low water pressure complaints.
- Located 14 sanitary sewer clean outs.
- Made 22 collection point repairs.
- Installed 364 linear footage of collection system main line piping.
- Cleaned 16,261 feet of collection system main line pipe/
- Proactively surveyed 22,480 feet of collection system pipe utilizing SLRAT technologies. Inspected 115 manholes, discovered 10,248 feet of potential blockages, and proactively cleaned 5,258 feet of pipe prior to customer reports of a stoppage.



UPCOMING PROJECTS

- Continue daily installation of new water and sewer taps.
- Manhole restoration in the Terramar Sewer Shed
- Continue general maintenance of distribution and collection system.
- Continue proactively surveying the island utilizing SLRAT technologies and proactively line clean prior to customer reports of a problem.



VIEW REPORTS

[Click here to read report](#)

STREETS AND TRAFFIC



LAST MONTH'S ACCOMPLISHMENTS

- Continued overlaying Sportsman Road due to weather induced delays.
- Conducted grading activities on 8 alleys.
- Performed 26 Utility patches.
- Performed 220 Pothole repairs.
- Conducted 2 Curb and Sidewalk replacement projects.
- Removed debris within the roadway at various locations across the City.
- Conducted routine refreshment of pavement markings at various locations across the city.
- Conducted routine maintenance on 72 traffic signals in the system.
- Replaced 296 deteriorated traffic signs (e.g. street names, beach signage, no parking, speed limit, etc.) in the system.
- Conducted the rewiring and replacement of one of the Traffic Signal Mast Arms at the intersection of 61st St. & Seawall Blvd. that was damaged as a result of a vehicle strike.

DRAINAGE



LAST MONTH'S ACCOMPLISHMENTS

- Installed 112 Linear feet of new residential culverts.
- Completed 2,170 linear feet of ditch cutting.
- Continued cleanup efforts at 83rd Street Stockpile.
- Conducted routine street sweeping.
- Repaired 7 cave-ins.

SCHOLES AIRPORT



LAST MONTH'S ACCOMPLISHMENTS

- **Airport Advisory Committee Meeting:** The Airport Advisory Committee held a virtual meeting on June 8, 2021, at noon. The Committee discussed the draft Airport Master Plan Phase 2 Report, airport projects, facility upgrades, capital improvements, and the current budget.
- **Air Traffic Control Tower (ATCT) Exterior Rehabilitation Project:** The work on this project is completed. A final walk-through inspection remains to be done to close the project.
- **Air Traffic Control Tower (ATCT) Interior Rehabilitation Project:** This project includes painting the interior offices, stairwell, and tower cab, replace all carpeting and ceiling tile and replace the HVAC wall mount inserts. The HVAC inserts and ceiling tiles have been replaced, and the interior painting has begun.
- **TxDOT Project 2012GALVN:** KSA Engineering is working on the final design for Runway 18/36, South Apron, and South Ramp pavement rehabilitation projects.
- **TxDOT Project 2012GLVST:** Lone Wolf Construction has completed the concrete repairs on the North Apron and completed the crack sealing and seal coat on the asphalt sections of Runway 14/32.



VIEW REPORTS

- [Click here to view fuel report](#)
- [Click here to view the traffic report](#)



SCHOLES AIRPORT



UPCOMING PROJECTS

- **Airport Advisory Committee Meeting:** The Airport Advisory Committee will hold a meeting on July 13, 2021, at noon to discuss the Airport Master Plan Phase 2 report. The Committee will provide their feedback and recommendations to Coffman Associates.
- **Hangar 28 Purlin Replacement Project:** John A. Walker Roofing will replace 60 purlins in Hangar 28 starting in July. Work is expected to be completed by August 2021.
- **TxDOT Project 1812GLVSN:** RAC Industries has completed the repair work on Runway 14/32. The remaining work includes repairs on Taxiways C and E and the North Apron.
- **Air Traffic Control Tower (ATCT) Interior Rehabilitation Project:** This project should be completed by the end of August 2021.
- **TxDOT Project 2012GALVN:** We expect TxDOT Aviation to approve the final design in August 2021.
- **TxDOT Project 2012GLVST:** We expect this project to be completed by the end of August 2021.