



OCTOBER 2021

CITY MANAGER'S REPORT

WWW.GALVESTONTX.GOV/CITYMANAGERSREPORT

A MESSAGE FROM OUR CITY MANAGER



Galveston is home to many vacation rentals, and we want to make sure rental operators have information about the new policies in effect.

All short-term rental operators are required to register with the Galveston Park Board once a year. If property owners registered their property or renewed their registration in 2021, the registration is valid until December 31, 2022. Owners will then be required to renew their registration annually by December 31 each following year.

If property owners have not registered their property or renewed their registration in 2021, they have until December 31, 2021, to register the property. Failure to do so will result in their registration becoming invalid and they will be prevented from listing the property on all STR platforms, including Airbnb and VRBO.

The requirement to register applies to all vacation rental owners, even if they have already registered their property in a year prior to 2021.

The fee is \$50 for the year, and it's easy to register. For new registrations, visit <https://parkboard.destinationnext.com/HOT/new-user.aspx> and follow the prompts. For registration renewals, email HOTTAX@galvestonparkboard.com or call 844-HOT-TAXX. A staff member will reach out to you.

Short-term rental operators are required to collect and remit state and local hotel occupancy tax, similar to motel and hotel businesses. The total tax rate is 15 percent, with 9 percent of that remitted locally. Earlier this year, the Galveston City Council passed an ordinance requiring any advertisement for a Galveston vacation rental to contain the unit's registration number and requiring listing agents that collect state hotel tax, including Airbnb and Vrbo, to remit city hotel tax. The arrangement eases the burden on rental property owners.

Rental property owners will still be responsible for submitting payment for transactions that occur on any other platform or by any other means (verbal, by phone, email, etc.)

Sincerely, Brian Maxwell

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CITY MARSHAL



LAST MONTH'S ACCOMPLISHMENTS

- Hired a new deputy who started 10/18 to replace an open position.
- Staff members participated in National Night Out to interact with the community.
- We had 66 -Residential Parking Permits issued, 86 -Visitors passes and 0 -Temporary passes assigned.
- There were (4) Warrants cleared and defendant was given a payment plan by the court.
- Outstanding Warrants – We attempted to contact 32 Defendants by telephone or by mail in reference to active warrants.
- 22 -Public Nuisances were abated.
- 13 -Court cases heard in Municipal Court
- 4 -Housing Abatement cases heard in Municipal Court
- 173 -Complaints received
- 27 -Complaint based cases
- 495 -Self-initiated cases
- 1738 -Total investigations
- 41 -Vehicles Towed
- 169 -Vehicles were Red Tagged
- 4 -Cleared Warrants



UPCOMING PROJECTS

- We have already scheduled Officers to assist in the upcoming Lone Star Rally event next month (Nov 4-7).
- We have been invited by the East End Historical District members to join in on a Chili & Soup Potluck (Nov. 13th).



VIEW REPORTS

- Click here for the [monthly statistics and report](#)
- Click here for the [City Parking Revenue](#)
- Click here for the [Park Board Parking Revenue](#)

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
- Prepared the City Manager's Report
- Worked with special event organizers for permitting of events
- Held four Galveston University classes at OLLI

Special Events:

- Assisted Galveston Park Board with AIA Sandcastle Competition on August 21, 2021
- Held 5 virtual meetings with event organizers regarding their events
- Began planning for September and October Special Events
- Special Event Permits Issued: 0
- Loudspeaker Permits Issued: 2



UPCOMING PROJECTS

- FEMA IPAWS training
- Continue normal operations
- Complete Galveston University
- Lone Star Rally
- Planning various holiday events

LAST MONTH'S VIDEOS

- [Lone Star Rally Returns Next Week](#)
- [Employee Spotlight: Donna Fairweather](#)
- [Halloween Safety Tips 2021](#)
- [Trolley Grand Return](#)



SPECIAL EVENTS



LAST MONTH'S ACCOMPLISHMENTS

- 10th Annual Daily News Press Run (Oct 9)
- 3rd Annual Galveston Island Brewing 5K (Oct 9)
- 24th Annual ARToberFEST (Oct 16)
- Toughest 10K Causeway Run (Oct 16)
- 39th Annual Island Oktoberfest (Oct 22)
- 14th Annual Bike Around the Bay (Oct 23)
- Galveston Island Market (Oct 23)



UPCOMING PROJECTS

- Lone Star Rally (November 4-7)
- Galveston Island Market (November 20)

LEGISLATIVE AFFAIRS



VIEW REPORTS

- [Legislative Report, October 2](#)
- [Legislative Report, October 8](#)
- [Legislative Report, October 20](#)
- [Legislative Report, October 29](#)



CONSTRUCTION



LAST MONTH'S ACCOMPLISHMENTS

- **Sanitary sewer rehab:** The scope of work for this project involves an annual service agreement with the City for the evaluation and rehabilitation of sanitary sewers using various inspection and construction techniques.
- **25th Street improvements:** Work of the contract includes;a. 4,145 LF Street repaving (milling and replacement of asphalt surface)b. 12,100 SF Concrete/Flexwalk Sidewalk and rampsc. 2,200 LF Concrete Curbd. 5,250 LF 8" - 12" Water Line improvements (Open Cut & Boring)e. 4,200 LF 8" - 12" Wastewater Line improvements (Open Cut & Boring)f. Traffic Signal Pole The Project has reached Substantial Completion.
- **24" water line (59th St - Airport):** Work of the contract is for the construction of approximately 3.5 miles of 24" water transmission main and 4" fiber optic conduit from the City of Galveston's 59th Street Pump Station to the City's Airport Pump Station. This contract also provides for the construction of approximately 1 mile of 10" water line along 55th Street.
- **Airport water plant expansion:** Work of the Contract is for, but is not limited to, construction of one (1) new building to house two (2) new vertical turbine can pumps including new electrical switchgear, one (1) 3.0 MG ground storage tank, refurbishment of existing pump station building with chlorination system replacement, liquid ammonium sulfate (LAS) system, zinc orthophosphate (ZOP) system, two (2) new flow control stations, existing yard piping demolition and removal, installation of proposed yard piping and connections with existing system, and on-site paving and grading. The project is located at the City of Galveston's Airport Pump Station on Jones Road in Galveston County, Texas.
- **18th Street storm sewer system:** Work of the contract is for construction of the 18th Street Storm Sewer System including approximately 16,000 LF of storm sewer ranging in size from 24" pipe to a 5'x10' reinforced concrete box, 3,000 feet of water line replacement and 4,500 feet of sanitary sewer line replacement. Also included is resurfacing of the roadway and repair of ADA curb ramps where warranted.
- **35 Street improvements:** Work of the contract includes removal and replacement of existing concrete pavement, asphalt pavement, base material, concrete curb, sidewalks and driveways; removal and replacement, adjustment or abandonment of storm sewer lines, leads, inlets and manholes; removal and replacement,

CONSTRUCTION

adjustment or abandonment of water lines, valves, meters and fire hydrants; upsizing of sanitary sewer lines, steel casing and replacements of manholes; removal and replacement of sod, pavement markings and permanent signs

- **Church Street drainage:** Work of the contract is for construction of the Church Street Storm Sewer System between 33rd Street - 37th Street including approximately 725 linear feet of 6'X2' storm sewer, 730 linear feet of 4'X2' storm sewer and inlets; resurfacing of the roadway. The project time will be extended due to weather and storm water related issues.
- **Teichman Road waterline:** Work of the contract is to install approximately 9250 linear feet of 8" water line along Teichman Road, 91st Street, Blume Drive, Lewis Drive and Commodore Drive; abandon the existing 6" asbestos cement water line; installation to include excavation, bedding, backfill, trench safety, groundwater control, all testing and pavement repair; also inclusive of the abandonment of existing 6" and 8" asbestos cement water lines along Teichman Road from I-45 to Blume Drive and the service line being extended to the existing 12" PVC line; approximately 105 service lines and meters will be moved from the existing lines to the new lines; all service lines, meters, assemblies and meter boxes installed will be new; approximately 32 fire hydrants to be installed at approximately 350-ft spacing. The project has reached substantial completion.

DEVELOPMENT SERVICES



LAST MONTH'S ACCOMPLISHMENTS

- Continued the 2021 Code Changes.
- Prepared for the CRS cycle visit and the CRS annual Recertification
- [Inspections Completed](#)
- [Permits Issued](#)



UPCOMING PROJECTS

- Multiple inspectors are recertifying their plumbing licenses.
- Todd Sukup, William Plummer, and Ariaah Valdez are traveling for certifications.
- Continuing the 2021 Code Changes
- Continue the process for the CRS annual Re-certification.



LAST MONTH'S ACCOMPLISHMENTS

Permitting Activity:

- Residential and Commercial Building Permits
- Infrastructure Permits: Subdivision water, sewer, roads, drainage and ADA, 2-year Maintenance and Final Approval and Acceptance.
- Utility (5G/4G, Electrical, Gas, fiber optic) and Geotechnical/Environmental Boring Permits
- Fill permits – 4
- Culvert survey to determine as-built flow line of ditches and outfalls and corresponding construction staking – 6
- Parking & Address Permits
- Temporary License to use (TLTUs) – 27

Projects in Development Phase:

- South Shore Stormwater Pump Station Grant (Design & Construction \$57M) – The City is interviewing design consultants.
- Stormwater Master Plan – The City is in the scoping & negotiation phase with the selected engineering consultant.
- Senate Bill 3 Water Utility Emergency Preparedness Plan

Projects in Design Phase:

- Beach Pocket Park #3 Parking Lot Improvements

- 11 Mile Road Drainage Improvements (FM3005 to Gulf of Mexico)
- Terramar WWTP Preliminary Design
- Pirates Beach Lift Stations 40, 47 and 35 Design
- 23rd Street Downtown Corridor-in-house design Projects in 60%/90% Design:
- 30-inch Gifford Hill Aged Pipe Supply Waterline Replacement Projects in 95-100% Design
- 14th Street Stormwater Pump Station HMGP DR-4332-024 – 100% Design completed (Design & Construction \$35M), working through comment review period with FEMA and other stakeholders.
- 23rd Street Reconstruction from Broadway to Seawall - 100% design in progress
- New 7 MG 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
- 59th Street Pump Station Tanks Rehabilitation Preliminary Engineering (PER)/Feasibility Study
- 36" Old Causeway-RR Bridge Waterline Rehabilitation PER
- Lead and Copper Rule
- Galveston Water Resource Plan
- Port Outfalls Repair and Upgrade to 25-year Storm Atlas 14 Intensities Projects in 30% Design, Study or Reports

ENGINEERING

- City Waterwells Asset Condition Assessment and Evaluation and Aquifer Storage and Recovery Appraisal Project.
- Airport PS Disinfection Upgrade
- Pier 10 Waterline (Port of Galveston)

Projects Advertised for Bids

- Pirates Beach WWTP 100% Design completed. TCEQ provided the City its Design Review Response Letter (dated 10/26/2021) indicating approval for the WWTP replacement project.
- Avenue S Reconstruction from 53rd to Seawall (thru Galveston County)

Projects Awarded:

- 37th St. Improvement Project

Projects in Construction:

- 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
- Island Transit Flood Dewatering VFD Pumps, Generator and Elevated Platform
- 18th Street Storm Drain Improvements – Ship Channel to Seawall
- Church Street Storm Drain Improvements – 33rd to 37th Streets
- 35th Street Storm Drain & Utility Improvements
- Broadway Bridge Block Drainage Crossings Upgrades
- 24-inch water transmission line from 59th Street Pump Station to the Airport Pump Station
- Airport PS and new MG Ground Storage Tank #1

FACILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Remove leaking skylight in the gym at McGuire Dent Recreation Center and replace with a stainless steel cap.
- Complete the roof repairs on the Sanitation Facility
- Installed a 5 ton compressor at the 59th Street Pump Station
- Handled and completed 521 work orders.



UPCOMING PROJECTS

- Construction of the equipment shelter at the Sanitation Building
- Starting the Deployable wall project at the Trolley Barn
- Installing UV lighting in the Air Handlers at the Wright Cuney and McGuire Dent Recreation Centers



FINANCE

BUDGET



LAST MONTH'S ACCOMPLISHMENTS

- Continued work on Adopted FY2022 Budget document for final print



UPCOMING PROJECTS

- Submit Adopted FY2022 Budget entry for Distinguished Budget Presentation Award
- Prepare final FY2021 budget amendment
- Review actual vs budget comparisons in preparation for final FY2021 yearend close entries
- Roll encumbrances in the financial system
- Prepare 4th Quarter Budget Report

PURCHASING



LAST MONTH'S ACCOMPLISHMENTS

- Advertised solicitations for Recycle Center Office, Stop Loss, City Hall Window Project and Pirates Beach Wastewater Treatment Plant Replacement
- Opened solicitations for Industrial Hygiene Services, Stormwater Master Plan, Galveston Strand Engineering Study, South Shore Drainage and Compensation Study
- Created a draft Contract Administration manual
- Continued work on updating the Purchasing manual

[Purchasing Data for October](#)



UPCOMING PROJECTS

- Drafting RFP/RFQ's for 14th Street Drainage Improvement Engineering Services and AE Services,

ERP, Armored Car Services, Janitorial Services

- Facilitating the negotiating of the AMI Project
- Evaluations for the Stop Loss Benefits
- Facilitating the negotiations for the Storm Water Master Plan
- Ongoing discussions on simplifying purchase card data/software interface procedures
- Working with IT department on Laserfiche enhancements for contract managementERP, Armored Car Services, Janitorial Services

CUSTOMER SERVICE



LAST MONTH'S ACCOMPLISHMENTS

- Worked with delinquent customers to establish payment arrangement plans to avoid interruption of water service
- Completed the automation of the bank remote image upload process

Performance Measures	FY 2018	FY 2019	FY 2020	FY 2021	Oct-21	FY 2022
Meters re-read manually	782	364	550	321	372	372
Adjustments	3,987	2,090	1,536	2,003	242	242
Adjustments (\$\$\$)	\$792,289	\$374,840	\$341,172	\$373,460	\$ 25,723	\$ 25,723
Water Bills emailed				73,149	5,969	5,969
Water Bills Mailed Out	260,602	255,015	255,470	245,009	19,790	19,790
Outstanding "water concern" emails received	440	236	309	323	22	22
Outstanding "water concern" emails completed	478	300	509	306	27	27
Service Orders	18,949	20,806	15,078	18,437	1,679	1,679
New Customer connections	3,413	3,239	3,556	3,483	257	257
Commercial accounts converted to electronic form of payment					7	7



UPCOMING PROJECTS

- Continue campaign to sign up commercial accounts on any form of electronic payment

ACCOUNTING



LAST MONTH'S ACCOMPLISHMENTS

- Began working on fiscal year end 2021 closing cycle
- Began working on automating a portion of the bank reconciliation process in the financial system

Performance Measures	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ACTUAL
Number of vendor payments completed	5,791	5,476	5,103	5,926	398
Number of checks as percent of total vendor payments	95.65%	91.07%	85.07%	75.41%	78.39%
Number of electronic payments as a percent of total vendor payments	4.35%	8.93%	14.93%	24.59%	21.61%
Number of funds managed	282	284	118	124	126
Investment Portfolio (Millions)	\$145	\$139	\$169	\$150	\$147
Interest Earned (Thousands)	\$2,247	\$3,247	\$1,923	\$81	\$4
Number of FEMA Ike PW's closed out	3	5	1	16	0
Number of FEMA Ike PW's finalized	38	56	31	25	0
Number of FEMA Harvey PW's closed out	9	10	2	10	0
Number of FEMA Harvey PW's finalized			3	14	0
Number of bank accounts reconciled	31	34	34	34	34



UPCOMING PROJECTS

- Implement new GASB pronouncements #84 – Fiduciary Activities and #87 – Leases
- City-wide receivables reconciliation and collections project

MUNICIPAL COURT



LAST MONTH'S ACCOMPLISHMENTS

- View the report [here](#)

FIRE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- Civil Service Entrance Exam
- Promotional Exam
- National Night Out
- Incident Command Class
- Planning For Lone Star Rally
- Presentation To Galveston University Group and Leadership Galveston
- Galveston Hazard Mitigation Meeting

ACCIDENT JAWS ROLLOVER RESCUE	1	0.2%
ACCIDENT MAJOR	51	8.2%
ASSIST BY FIRE	27	4.3%
CARDIAC OR RESPIRATORY ARREST	2	0.3%
CHOKING	1	0.2%
DROWNING / DIVING / SCUBA ACC	4	0.6%
DUMPSTER TRASH FIRE	1	0.2%
ELECTRICAL PROBLEMS SPARKS	6	1.0%
FIRE ALARM	100	16.0%
FIRE OUTSIDE	6	1.0%
FIRST RESPONDERS	281	45.0%
GAS LINE BREAK LEAK	8	1.3%
GRASS	1	0.2%
PENETRATING TRAUMA	5	0.8%
POWER LINES DOWN TRANSFORMER	23	3.7%
RESCUE	12	1.9%
SMELL OF SMOKE GAS INSIDE	7	1.1%
SMELL OF SMOKE GAS OUTSIDE	3	0.5%
STRUCTURE FIRE	10	1.6%
UNCONSCIOUS	63	10.1%
VEHICLE FIRE	5	0.8%
WASHDOWN	1	0.2%
WATER FLOW ALARM	6	1.0%
Total:	624	100.0%



UPCOMING PROJECTS

- Lone Star Rally
- County Meeting In Jamaica Beach
- Advisory Committee Meeting With The College Of The Mainland
- Professional Development Training For Administration



LAST MONTH'S ACCOMPLISHMENTS

- Mechanics worked on 565 vehicle work orders within the month and performed;
- General Repairs - 480
- Accident Repairs - 5
- Capital Repairs - 0
- Recall Repairs - 3
- Preventive Maintenance Services - 351
- Repairs from PM's Services - 50
- Road Calls - 75
- Provided 43,139 gallons of fuel for city and outside organizations.
- Re-decating older fleet vehicles with newly designed decals.
- Provided COVID-19 cleaning and detailing during preventive maintenance services.
- Working with GISD for a fuel redundancy system.
- Auctioned nine items utilizing GovDeals online services, and received \$18,702.
- Received new fleet vehicles



UPCOMING PROJECTS

- Continue fleet services

GRANTS & HOUSING



LAST MONTH'S ACCOMPLISHMENTS

- 2020 HUD CAPER End of Year Report – Received the HUD end of year assessment letter advising the City of the review of the CAPER for the determination if the City is in compliance with the CDBG and HOME Program statutes and that the City has the continuing capacity to carry out the programs.
- HUD congratulated the City on another successful program year and determined that the City carried out its program as described in its Consolidated and Annual Action Plan submissions and the Consolidated Plan submission (2020 CAPER), as implemented, complies with the requirements of the Housing and Community Development Act and other applicable laws and regulations.
- Environmental Reviews – Completed review for street repaving project for 5 project street site specifics containing 16 blocks of street;
- The Texas Historic Commission Historic 106 Review concurred that there would be no effect to historic resources.
- Financial Management – Worked with Finance for review and cleanup of account entries.
- 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 Cash-on-Hand Report – Submitted CDBG and CDBG-CV Cash-on-Hand quarterly report for period 7-1-21 to 9-30-21.
- HUD Semi-Annual Report – Staff submitted the HUD the Semi-Annual Labor Standards Enforcement Report for submission to HUD. This report consists of contracting opportunities for contractors and subcontractors performing on federally funded projects that were awarded by our agency in excess of \$2,000.00 for construction, alteration, or repair of public works.
- Staff submitted HUD the Semi-Annual Contractor & Subcontractor Activity Report for submission to HUD. This report identifies all contracts that were awarded with CDBG and HOME funds. This report captures the Minority Owned Business activities, Women Owned Businesses, Section 3 contractors as well as the total dollar amount awarded to the activities.
- Parks & Recreation – Staff conducted an Implementation meeting with the Parks & Recreation Department to discuss the regulatory requirements of the CDBG Program.
- Tenant-Based Rental Assistance Program (TBRA)
- To date assisting a total of 44 LMI households with rental assistance for one (1) year and security deposit.

- Staff determined two (2) Low-income households eligible for rental and/or security deposit assistance. Applicants must now find their rental housing unit.
- Staff issued two (2) TBRA Coupons for low-moderate income families with rental assistance and performed two (2) HQS inspections for tenants.
- Staff received applications and are processing intake reviews.
- Texas Emergency Rental Assistance Program -Submitted monthly report for rental assistance program and drawdown of \$3,265 in reimbursement funds. (TDHCA Requirement)
- To date assisting 17 LMI households with six (6) months of rental assistance to LMI households whose income was affected by the COVID-19 Pandemic.
- Staff reviewed 3 applications; all applications incomplete and notified applicants for missing information. (TDHCA Requirement)
- Davis Bacon – Staff reviewed certified payrolls for the CDBG projects that invoke the Davis-Bacon Act.
- Technical Assistance
- Provided assistance for 35 homeowners with housing information, 27 homebuyers for homebuyer assistance program, 34 for Covid-19 Testing, and over 260 phone inquiries for rental assistance.
- Training and Information Webinars
- Participated in HOME-American Rescue Plan Program guidance webinar, CDBG-Coronavirus best practices webinars for economic development, public services, public facilities and improvements, and interim and affordable housing.



UPCOMING PROJECTS

- Financial Management – (HUD Regulatory Requirement)
- 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.
- Tenant-Based Rental Assistance Program (TBRA) – (HUD Regulatory Requirement)
- Staff will continue to accept, review and process application submitted under the TBRA Program. This program will assist qualified low-income households with rental assistance and security deposits.
- Texas Emergency Rental Assistance Program (TERAP) – (TDHCA Requirement)
- Staff will continue to review and process the applications submitted for the TERAP.
- 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 – (HUD Regulatory Requirement)
- Staff will continue to review certified payrolls for the CDBG projects that invoke the Davis-Bacon Act.
- HUD Trainings – (HUD Regulatory Requirement)
- Staff will participate in upcoming HUD Webinar trainings.

HUMAN RESOURCES



LAST MONTH'S ACCOMPLISHMENTS

- Held four New Hire Orientations. Seven (7) New Employees- 1 Superintendent of Parks, 1 Asst. Coastal Resource Manager, 1 Deputy City Marshal, 1 D/C Technician II, 1 Laborer, 1 Sr. Heavy Equipment Operator, and 1 Administrative Assistant
- Held annual Open Enrollment for all City Employees with partner Blue Cross Blue Shield of Texas
- Attended the 2021 Tx-APWA conference as part of the recruitment initiative for the Public Works Department
- Hosted and coordinated a day-long experience about City operations for the Galveston Regional Chamber of Commerce “Leadership Galveston Program:”
- Participated and presented at Galveston University Fall 2021
- Held Promotional Exams for the Fire Department
- Held a Civil Service Entrance Exam for the Fire Department
- Held Civil Service Commission- Fire Department Appeal Hearing
- Continued support of City Departments in filling job vacancies
- Hosted the Galveston Health Board Meeting



UPCOMING PROJECTS

- Coordinate the City’s participation in the ABC 13 41st Annual “Share Your Holidays” Food Drive benefiting the Houston and Galveston County Food Banks
- Attend virtually the 10th annual Workforce Solutions “Red, White & You” statewide job fair for ongoing recruiting efforts for all City department vacancies
- Host Pryor Learning session “How to Deliver Exceptional Customer Service” training
- 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 two (2) addresses/domains related to phishing or spam
- Tier I Support completed 269 support tickets
- Fulfilled 7 open records requests
- Completed Banner Fiscal Year end processing
- Completed and cutover to the migrated parking management database in the cloud
- Complete activities and placed the new version of the LinkoFog application in productive use
- Finalized design changes needed to the City's security system to accommodate the addition of security equipment outside of City Hall
- Completed project activities to automate the interface between the city's purchasing card vendor and the finance system and placed into productive use
- Finalized design changes for the upgrade of the City's production Data Centre equipment and disaster recovery site and presented to council for approval
- Finalized integration activities, testing of the automation, and placed a new automated interface for AQ2 to the city's financial institution into productive use
- Completed system changes for cost of living salary increases for all personnel
- Completed changes in the production system for the sanitation rate increases
- Fulfilled seven (7) custom report requests for the Human Resources Department



UPCOMING PROJECTS

- Continue deployment of the replacement equipment for the equipment refresh program
- Continue project efforts for phase 2 of the O365 migration project
- Continue project efforts on the IT service desk replacement software solution
- Continue project efforts to upgrade the enterprise telephone system
- Continue project tasks on the upgrade of the SCADA network
- Continue efforts to identify a replacement patch management solution
- Complete the upgrade of end of life versions of Adobe Acrobat
- Continue project efforts on the discovery for implementing the bank reconciliation module
- Begin making modifications to the security system
- Upgrade various infrastructure software solutions during regularly scheduled maintenance windows
- Complete project efforts on the GFD redistricting project
- Continue project activities on the minor upgrade of the utility billing application

Information Technology

GIS Division



LAST MONTH'S ACCOMPLISHMENTS

- Completed twenty two (22) GIS map and data creation requests consisting of forty nine (49) items:
- Fulfilled request for Maps from Development Service, Public Works, Police and Marshal's office.
- Went Live with GIS Hub. Public GIS Web page with numerous interactive maps
- New applications and maps
- Created Bicycling Galveston Island
- 'My Galveston Neighborhood' Story Map
- 'Residential Parking' Map
- Web Map of Galveston Elevation and contours
- Galveston Beaches and access points
- Emergency Services Web Map
- 5 new Web Maps for Hurricane Storm Surge
- Garbage, Recycling and Street Sweeping service days
- Enhancements to the City GIS Hub
- Maps for CRS cycle visit
- Map for CRS cycle visit - benchmark maintenance
- Updated Parcels with certified tax roll from GCAD
- Updated and converted parcels for Accela application
- Updated and loaded GCAD Subdivisions, Street Centerlines and lot lines. Updated metadata.
- Added City Hall Evacuation routes and Emergency Equipment maps to the intranet page
- Posted the Broadway and city wide street lights to the internal portal PW map
- Completed eight (8) GIS Support items



UPCOMING PROJECTS

Ongoing Projects

- Community Rating System
- Providing maps, tables and calculations for the Community Rating systems. Maps include:
- Flood zones, contours and elevations
- Parcels & Building footprints
- Current and old Flood Insurance Rate Maps
- Public Utilities ArcGIS Utility Network
- Create plan for migration to the ESRI utility network

Upcoming Projects

- Continued development of the City Staff GIS training program
- Capital Improvement Plan (CIP) projects for 2022-2026
- Public Utilities data scrub and migration to the Utility Network Data Model
- Create plan to upgrade ArcGIS to 10.9.1

ISLAND TRANSIT



LAST MONTH'S ACCOMPLISHMENTS

Ridership

- Fixed Route: 11,712
- Seawall Routes: 3,000
- ADA: 921
- Galveston Trolleys: 2731
- Total ridership for October 18,364-most since beginning of the pandemic.

Average Ridership

- Fixed Route: 450 per day
- Seawall Routes: 200 per day
- ADA: 35 per day
- Galveston Trolley: 227 per day
- Average fares collected per day: 272.65 per day

- Galveston Island Trolley began revenue service after a 13-year hiatus
- Compliance Certification for FTA Drug and Alcohol Audit
- Begin Interview process for Assistant General Manager



UPCOMING PROJECTS

- Begin Internal Route Study
- Completion of yearly NTD Report for FTA
- Preparations for TxDOT Audit on December 3rd

PARKS & RECREATION

PARKS & MAINTENANCE



LAST MONTH'S ACCOMPLISHMENTS

- Hired new Parks Superintendent
- 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
- Repaired lights at Kempner Park
- Repaired park maintenance equipment
- Continued Lighting Improvements at Lindale Park
- Continued trimming shrubs on Broadway
- Continue to Assist Citizens in Locating Family Plots at All City Owned Cemeteries
- Continue to clean graffiti in parks and playgrounds
- Slabs for Outdoor Fitness Equipment at both Recreation Centers are completed and awaiting equipment installation
- Began prep work for new foundation slabs, which will hold outdoor fitness courts at McGuire-Dent and Wright Cuney Recreation Centers
- Staff competed in a Regional Park Maintenance Rodeo and tied for 1st place.



UPCOMING PROJECTS

- Water fountain restoration project at Kempner park
- Planning Stages ADA Compliance Playground Project
- Design Stages of Sandhill Crane Soccer Complex
- Design Stages of Jones Park Renovation
- Improve litter control on main thoroughfares
- Repairing Lighting at various Ball Fields

RECREATION & ADMIN



LAST MONTH'S ACCOMPLISHMENTS

- McGuire-Dent Membership Totals:
 - o Adults: 1600
 - o Seniors: 581
 - o Youth: 352
 - o Military: 148
 - o Daily Pass (Adults & Seniors): 89
- • Wright Cuney Membership Totals:
 - o Adults: 451
 - o Seniors: 26
 - o Youth: 451
- Held Virtual Community Meetings For/With: Better Parks for Galveston, Families, Children & Youth Board, Cultural Arts Commission
- Coordinated with Ball High's Baseball Team to utilize racquetball courts at McGuire-Dent Recreation Mondays and Wednesdays through the end of December
- Partnered with Josephine Sullivan Foundation on Camp Possibilities (will wrap up mid-November)
- Ukulele Club began meeting again in person at McGuire-Dent
- Mom Strong programming began at McGuire-Dent
- Hosted UTMB Emergency Medicine Interest Group Meeting
- Added Yoga Strengthening 30-minute program on Wednesdays at 7:00 at McGuire-Dent
- Recreation Managers attended Community Development Block Grant (CDBG) Training



UPCOMING PROJECTS

- Review of Programs, Policies, and Procedures
- Staff Training
- Updating Parks & Recreation Website (In Progress)
- Update of Fee Schedule
- Cemetery Data Improvements
- IDC Parks Package 3 Projects

AQUATICS



LAST MONTH'S ACCOMPLISHMENTS

- Offered 22 water fitness classes
- Updating first aid and uniform inventory
- Continued renting out lanes for SCUBA classes
- Continued General Maintenance
- Waxed the Hurricane Slide
- Continued updating Lasker Pool Manual
- Planned and held our first Pumpkin Plunge
- Attended training through CivicRec on “How to create a league”
- One team member took the American Red Cross Lifeguard Management Course
- Schlitterbahn utilized pool for training
- Progressive utilized pool for training new sales team member
- Moody Gardens SCUBA team utilized pool for training
- Closed down for season
- Current Memberships: Adult – 364, Child – 105, Senior – 339, Military - 90
- Average Daily Attendance for month: 40 patrons

Pocket Park 1

- Completed inventory
- Closed for season on October 10th
- Completed a comparison document for 2020 and 2021 seasons
- Finished the contract for port-a-potties for the season
- Cleaned out hut and locked up
- Worked with Parks and Recreation Maintenance crews to transport UTV back to storage

- Working with Maintenance to store and winterize AC unit for off season
- Daily Beach Transactions: 213
- Season Passes Sold: 0
- Total Revenue: \$ 2,010



UPCOMING PROJECTS

- Deep clean facility
- Overhaul and update acid room
- Layout calendar for 2022 season
- Work on a maintenance manual
- Hiring 1 Recreation Coordinator



PLANNING & DEVELOPMENT



LAST MONTH'S ACCOMPLISHMENTS

- Hosted four Pre-Development Meetings.
- Welcomed Russell Cole as the new Assistant Coastal Resources Manager.
- Catherine Gorman attended the groundbreaking for the new Oleander development.
- Continued to support the Planning Commission's discussions regarding updates to the Concession regulations and new regulations regarding private boat docks and piers.
- The Chairperson and Vice-Chairperson presented the 2021 Planning Commission Awards, including an award for the new Fire Station #1.
- Catherine Gorman accepted a Preservation Texas award for the restoration of the 30th Street Pump Station.

Landmark Commission:

- 21LC-060 (1921 Avenue M 1/2) Request for a Certificate of Appropriateness for new construction.
- 21LC-062 (1717 Church / Avenue F) Request for a Certificate of Appropriateness for window shutters.

Planning Commission:

- 21P-052 (23110 Gulf Dr.) Request for a Beachfront Construction Certificate/Dune Protection

Permit in order to construct a single-family dwelling, fibercrete slab and associated dune mitigation project.

- 21P-055 (O Opihi) Request for a replat in order to increase the number of lots from three to six.
- 21P-056 (Sea Butterfly and Grand Ave) Request for a replat in order to increase the number of lots from two to twelve

Beachfront Construction/Dune Protection Permits:

- 21BF129 - 729 Beachtown - New Single-Family BCC-DPP
- 21BF128 - 801 Shiraz Passage - BCC-DPP for New Single-Family
- 21BF127 - 4251 Sandpiper - Request to place sand fencing, and replace dune material (beach quality) and plants damaged in Nicholas

Planning Administration:

- 21P-052 (23110 Gulf Dr.) Request for a Beachfront Construction Certificate/Dune Protection Permit in order to construct a single-family dwelling, fibercrete slab and associated dune mitigation project.



PLANNING & DEVELOPMENT

- 21P-055 (O Opihi) Request for a replat in order to increase the number of lots from three to six.
- 21P-056 (Sea Butterfly and Grand Ave) Request for a replat in order to increase the number of lots from two to twelve



POLICE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- Chief Hale resigned as of 10/29/2021, Doug Balli named Interim Chief
- Lieutenant Joel Caldwell is now the Acting Patrol Commander over the Operations Bureau
- Officer Richard Percy retired, Officer Robert Owens is now the department's Sex Offender Registration Compliance Officer
- Sergeant Banks is now the Acting Lieutenant in Command of D-Shift
- Coordinating with local, state, and federal law enforcement agencies to plan for Lone Star Rally 2021
- 3 fatality accidents (1200 Seawall, 4800 Avenue P, 27000 FM 3005)
- Investigative Services Bureau – 109 Reports, 265 Supplemental Reports, took 6589 photographs, collected 410 pieces of evidence, processed 516 pieces of evidence
- Successfully collaborated with the US Marine Corp, Toys for Tots as well as Salvation Army to initiate efforts for the betterment of care and resources for the less fortunate youth through Galveston County
- Coordinated and staffed the Oktoberfest, Toughest 10K and Bike Around the Bay Events.
- Coordinated with the City of Galveston traffic and parks department on the lay out for the future of traffic control and operations for the school sponsored events to take place at the Kermit Courville Stadium.
- Planning annual fundraiser to raise funds needed to operate the GPD Blue Santa Program.
- Participated in Galveston University on the operations of Galveston Police Department.
- Presentation of our department at the Galveston Association of Realtors meeting as well as the Galveston Urban Ministries Annual Gala.
- Relief efforts to assist with combating the homeless issues surrounding Galveston County with the Salvation Army and the Galveston Homeless Coalition.
- Sgt. Harris recognized as a Difference Maker in the Community (only 30 chosen out of 400).
- Initiated conversations with the city in ref-

erence to this years Christmas Parade which will continue to be sponsored by Galveston PD alongside GMPA. Parade is currently scheduled for Saturday, December 11th, location TBA.

- Coordinated National Night Out events throughout the city promoting positive community relations and strengthening communication between neighbors.
- Continued coordination of the 60th Virtual Galveston Citizens Police Academy. Hosted weeks 2-5 with participants actively learning about their police department's many divisions and teams.
- Department hosted by Osher Lifelong Learning Institute. Spoke to participants about GPD's community outreach initiatives and future Citizens Police Academy registration opportunities.
- Attended the Share Your Holidays Casual Coffee & Pastries Informational Meeting. Met with other organization representatives to discuss details about the upcoming city-wide Food Drive benefiting the Galveston County Food Bank.
- Attended the West Galveston Isle Property Owners Association meeting at Galveston Country Club. Discussed current and future community initiatives and offered attendees the opportunity to work together towards new projects.
- Attended the Pumpkin Plunge community event hosted by COG Parks and Recreation at Lasker Community Pool. Provided coloring books and stickers to children and families attending the event.

- Attended the Haunted House community event hosted by the Boys & Girls Club of Galveston. Provided coloring books and played several games of basketball with youth in attendance while promoting positive police interactions.
- Kicked off GPD's 2nd Annual Food Drive competition benefitting the Galveston County Food Bank through the Share Your Holidays City wide event. This in house competition includes many GPD divisions and helps motivate officers to donate canned goods to those in need.

- Police Reports – 728
- Calls for Service – 5921
- Arrests – 629
- Street Crimes Unit – 76 total arrests (34 were felonies), Firearms Seized 39, Narcotics seized 35,413.29 grams (over 35 kilos)



PUBLIC WORKS

RECYCLING



LAST MONTH'S ACCOMPLISHMENTS

- Recycling Division processed 124.81 tons of recyclable materials; Including 40.09 tons of paper, cardboard, and plastic, 28.95 tons of glass, and 44.50 tons of scrap metal. Recycling also had 475 gallons of stored cooking oil, or “F.O.G.,” evacuated by our oil vendor this month.
- Received \$13,519 in commodity rebates, which is our highest month to date.
- Center had an estimated 14,576 visitors this month, with a daily average of 470.
- Recycling Division provided curb-side services for 181 residents.
- Recycling Division also hosted (2) recycling “pop-up” events
- Recycling Division continued optimization and the beautification of the Recycling Center.
- Recycling Division hosted (1) recycling tour that featured processing techniques, staging of materials, and transportation at the City of Galveston Recycling Center.
- Recycling management conducted (2) recycling presentations @ both City Hall and Galveston University at OLLI. These presentations featured recycling education, locations, day-to-day operations, and improvements made at the recycling center
- Recycling Division completed an ongoing support project for Island Transit. This project, which started in September of 2021, garnered 40 tons of material for the 2021-20 fiscal year. In addition, this project, which carried over into October of 2021, added an additional 44 tons of material for the new fiscal year.



VIEW REPORTS

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

MUNICIPAL UTILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Installed 35 new water taps and 22 new sewer taps.
- Replaced 3 existing sewer taps.
- Repaired 8 distribution system leaks and investigated 15 property owner leaks.
- Responded to and resolved 22 low water pressure complaints.
- Located 2 sanitary sewer clean outs.
- Line cleaning crews have cleaned 2,985 feet of collection system sewer main.
- SL-RAT crew have inspected 35 manholes along Stewart Rd and surveyed 4,824 feet of sanitary sewer lines in Sweetwater Cove subdivision.
- Fuquay, Inc. are in the Terramar subdivision; 3 manhole are in progress to complete the Terramar sanitary sewer shed. Also, Fuquay was able to restore manhole on 10109 Schaper Dr that was causing a cave-in.



UPCOMING PROJECTS

- SL-RAT crew will continue to survey the Airport WWTP area; continuing on Stewart Rd pass 8 Mile Rd.
- Fuquay, Inc. is expected to begin in the Pirates Beach sanitary sewer shed; starting on Marina Blvd. Also, manholes in need of restoration and sanitary sewer lines in need of CIPP (or pipe burst) on Stewart Rd between 10 & 8 Mile Rd will be conducted by Fuquay.
- Implement SewerAI to CCTV operations in order to improve productivity and time management.
- Aggressively continue daily installation of new water and sewer taps in order to reduce maintenance backlog.
- Repair leaks in the distribution system in order to reduce maintenance backlog.



VIEW REPORTS

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

SANITATION



LAST MONTH'S ACCOMPLISHMENTS

- Completed 946 total requests for service.
- Deposited 2,612.65 tons of debris (or 5,225,300lbs) at the Transfer Station, while operating with a reduced fleet.
- Sanitation Crews made 940 trips to the Transfer Station.



UPCOMING PROJECTS

- Continue operations



VIEW REPORTS

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

STREETS AND TRAFFIC



LAST MONTH'S ACCOMPLISHMENTS

- Conducted grading activities on 5 alleys.
- Performed 13 Utility patches.
- Performed 183 Pothole repairs.
- Completed on in-house Mill & Overlay project along 60th Street 7 Heards Lane.
- Removed debris from the roadways at 2 separate locations.

DRAINAGE



LAST MONTH'S ACCOMPLISHMENTS

- Installed 148 Linear feet of new residential culverts.
- Completed 2 ditch related work orders.
- Cleaned 1400 Linear Feet of gutter pans.
- Completed 31 Storm Drain cleaning work or-

ders.

- Repaired 4 storm drain cave-ins.

SCHOLES AIRPORT



LAST MONTH'S ACCOMPLISHMENTS

- **Airport Advisory Committee Meeting:** Coffman Associates briefed the Committee on the draft Airport Master Plan, and Alana Waters-Piper made a presentation to the Committee requesting to change the name of Terminal Drive to Fen Waters Drive.
- **TxDOT Project 20MPGLVST:** Coffman Associates presented the draft Airport Master Plan to City Council at their October 28 Workshop. We anticipate the draft Master Plan will be on the January 2022 Council Agenda
- **TxDOT Project 2012GALVN Completed:** \$1,174,990 project rehabilitated the asphalt section of 14/32 and joint seal repairs
- **Hangar 28 Purlin Replacement Project:** John A. Walker Roofing started the 60 purlin replacement project in Hangar 28 in September.
- **United States Army Golden Knights Parachute Team:** We hosted the Golden Knights for four days from October 18 through October 21, while they were demonstrating tandem jumps with local Houston area educators and influencers.



VIEW REPORTS

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



UPCOMING PROJECTS

- **Airport Staffing:** Completed the hiring process for an office specialist that has been vacant for the past 19 months. The new employee is expected to start on November 15, 2021.
- **TxDOT Project 2112GALVN:** This \$2,118,100 project is to rehabilitate Runway 18/36. We expect TxDOT Aviation to advertise this project in November 2021, with a bid opening in December or January.
- **TxDOT Grant 22CVGLVST:** This \$59,000 grant is funded by the FAA as part of the Airport Rescue Plan Act (ARPA) and is to be used to reimburse the airport for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments. We anticipate seeking City Council approval to accept the ARPA grant at their November 18, 2021 meeting.
- **Island Jet Center Lease:** We anticipate seeking City Council approval to grant Island Jet Center a 10-year lease agreement with two 65-year lease extensions at November 18, 2021 meeting. This lease allows Island Jet Center to continue to operate a fixed-based operation at the airport.
- **Airport Advisory Committee Meeting:** The Airport Advisory Committee will hold a virtual meeting at noon on December 14, 2021. The Committee will discuss airport projects, facility upgrades, capital improvements, and the current budget. We anticipate the Committee will make a recommendation on the draft Airport Master Plan.