



NOVEMBER 2021

CITY MANAGER'S REPORT

WWW.GALVESTONTX.GOV/CITYMANAGERSREPORT

A MESSAGE FROM OUR **CITY MANAGER**



December is a time to reflect on the year and look forward to the future.

As a City, we're proud of all we have accomplished in 2021. We welcomed the return of the rail trolleys for the first time since Hurricane Ike in 2008. We completed the new green space behind City Hall and finished the 45th Street rehabilitation. We repaired and paved thousands of linear feet of roadways. We began an innovative project to transition to an integrated system of smart meters, communications networks, and data management systems that enables two-way communication between utilities and customers. And we answered tens of thousands of calls for service between our

police and fire departments.

Beyond the projects and accomplishments, our staff navigated the second year of a pandemic that has changed every industry. They were committed to providing our residents with the highest level of service, and I'm thankful for all their hard work.

I want to take this moment to wish you all a happy new year. I hope 2022 brings happiness and good health to you and your loved ones.

*Sincerely,
Brian Maxwell*

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CITY MARSHAL



LAST MONTH'S ACCOMPLISHMENTS

- Staff members provided assistance in Lone Star Rally Nov 4th-7th where we had 73-Tows and Issued 577-Parking Violation Tickets.
- Staff attended the East End Historical District Association event on Nov 13th and also at the Tree Lighting held on Nov 22nd.
- We had 70 -Residential Parking Permits issued, 82 -Visitors passes and 0 -Temporary passes assigned.
- Regular Parking Violation total for the month was - 1462
- Outstanding Warrants – We attempted to contact 20 Defendants by telephone or by mail in reference to active warrants.
- 31 -Public Nuisances were abated.
- 41 -Court cases heard in Municipal Court
- 96 -Complaints received
- 25 -Complaint based cases
- 372 -Self-initiated cases
- 969 -Total investigations
- 33 -Vehicles Towed
- 128 -Vehicles were Red Tagged
- 1 -Cleared Warrants



UPCOMING PROJECTS

- Will be available for Dickens on the Strand



VIEW REPORTS

- Click here for the [report](#)
- Click here for the [City Parking Revenue](#)
- Click here for the [Park Board Parking Revenue](#)
- [Ground transportation 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
- Prepared the City Manager's Report
- Worked with special event organizers for permitting of events
- Developed employee recruiting materials
- Helped with preparation for various holiday events
- Continued Fats, Oil and Grease campaign with another video



UPCOMING PROJECTS

- FEMA IPAWS training
- Continue normal operations
- Light the Night campaign

LAST MONTH'S VIDEOS

- [No FOG this Thanksgiving](#)
- [Happy Thanksgiving from the City of Galveston](#)
- [Employee Spotlight: Daniel Lunsford](#)
- [Happy Thanksgiving from Wright Cuney](#)
- [St. Lukes](#)
- [Holiday Food Drive](#)
- [Employee Spotlight: Lorrie Clouser](#)



SPECIAL EVENTS



LAST MONTH'S ACCOMPLISHMENTS

- Held 4 meetings with event organizers regarding their events
- Began planning for November, December and January Special Events
- Special Event Permits Issued: 3
- Loudspeaker Permits Issued: 5
- Completed Events:
 - November 4-7: Lone Star Rally
 - November 13: UJAMAA Festival
 - November 20: Galveston Island Market



UPCOMING PROJECTS

- December 11: Our Lady of Guadalupe Procession
- December 11: Senior Bingo
- December 11: Holiday Parade
- December 17: Santa Drive-Thru Express
- December 18: Galveston Island Market
- December 18: Hogwarts Village & Holiday Market
- December 19: Santa Hustle Half Marathon & 5K

LEGISLATIVE AFFAIRS



VIEW REPORTS

- [Legislative Report, November 5](#)
- [Legislative Report, November 12](#)
- [Legislative Report, November 19](#)
- [Legislative Report, November 24](#)



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.
- **24" water line:** 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.
- **35th 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, 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



CONSTRUCTION

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.
- [Construction Report](#)

DEVELOPMENT SERVICES



LAST MONTH'S ACCOMPLISHMENTS

- Continued the 2021 Code Changes.
- Continued the CRS annual Recertification.
- Todd Sukup Passed his Residential Land Examiner Certification.
- Ariaah Valdez passed her Commercial Plumbing Certification.
- Multiple inspectors Recertified their plumbing licenses.
- [Inspections Completed](#)
- [Permits Issued](#)



UPCOMING PROJECTS

- Employee training and certification underway
- Continuing the 2021 Code Changes.
- Continue the process for the CRS annual Recertification.



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 – 2
- Culvert survey to determine as-built flow line of ditches and outfalls and corresponding construction staking – 5
- Parking & Address Permits
- Temporary License to use (TLTUs) – 23
- **Projects in Development Phase:**
- South Shore Stormwater Pump Station Grant (Design & Construction \$57M) – The City held final interviews for design consultants and identified a consultant to recommend to City Council to pre-qualify.
- 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 – Final PER report submitted.
- 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 – Data collection phase

ENGINEERING

- underway with the Consultant.
- Galveston Water Resource Plan
- Port Outfalls Repair and Upgrade to 25-year Storm Atlas 14 Intensities Projects in 30% Design, Study or Reports
- City Waterwells Asset Condition Assessment and Evaluation and Aquifer Storage and Recovery Appraisal Project.
- Projects Advertised for Bids
- Pirates Beach WWTP 100% Design completed – Contractor Bids are scheduled to be opened on 12/15/2021. Staff responded to Contractor questions and assisted the Engineer of Record with issuing project Addenda.
- Avenue S Reconstruction from 53rd to Seawall (thru Galveston County) – Staff attended the pre-bid meeting held by Galveston County. Contractor Bids are scheduled to be opened on 12/22/2021.
- 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
- Airport PS Disinfection Upgrade
- Pier 10 Waterline (Port of Galveston)

FACILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Installed Christmas wreaths on the monument signs at the Galveston side of the Causeway
- Powered up the receptacles in the esplanade in front of City Hall.
- Deployable wall project at the Trolley Barn is underway
- On going construction of the Sanitation equipment shelter
- Handled and completed 482 work orders.



UPCOMING PROJECTS

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

BUDGET



LAST MONTH'S ACCOMPLISHMENTS

- Rolled encumbrances and budget carry forward in the Banner financial system
- Assist Accounting staff with final entries for FY2021 yearend close
- Prepare 4th Quarter Budget report



UPCOMING PROJECTS

- Distribute 4th Quarter Budget Report.
- Prepare 4th Quarter FY2021 Budget Amendment.
- Publication and distribution of the FY2022 Adopted Budget
- Submitted application for Distinguished Budget Presentation Award for the Adopted Budget FY2022

PURCHASING



LAST MONTH'S ACCOMPLISHMENTS

- Advertised solicitations for 14th Street Drainage Improvement Engineering Services, 14th Street Drainage Improvement AE Services, Enterprise Resource Planning (ERP) System Consultant Services and Janitorial Services
- Opened solicitations for Recycle Center Office and Stop Loss Benefits
- Purchasing Manual has been approved and shared with staff
- Created a draft Contract Administration Manual.

[Purchasing Data for November](#)



UPCOMING PROJECTS

- Drafting RFP/RFQ's for Armored Car Services, Janitorial Services and Lawn Maintenance and Land-

scaping Various Locations

- Facilitating the Compensation Study
- Facilitating the negotiating of the AMI Project
- Evaluations for the Stop Loss Benefits
- Facilitating the negotiations for the Storm Water Master Plan
- Facilitating the negotiations for the South Shore Drainage
- Advertising for Municipal Utilities Pipes, Parts and Fittings
- Ongoing discussions on simplifying purchase card data/software interface procedures
- Working with IT department on Laserfiche enhancements for contract management

CUSTOMER SERVICE



LAST MONTH'S ACCOMPLISHMENTS

- Worked with delinquent customers to establish payment arrangement plans to avoid interruption of water service

Performance Measures	FY 2018	FY 2019	FY 2020	FY 2021	Oct-21	Nov-21	FY 2022
Meters re-read manually	782	364	550	321	372	425	425
Adjustments	3,987	2,090	1,536	2,003	242	206	448
Adjustments (\$\$\$)	\$792,289	\$374,840	\$341,172	\$373,460	\$ 25,723	\$ 27,269	52,992
Water Bills emailed				73,149	5,969	5,997	11,966
Water Bills Mailed Out	260,602	255,015	255,470	245,009	19,790	19,732	39,522
Outstanding "water concern" emails received	440	236	309	323	22	30	52
Outstanding "water concern" emails completed	478	300	509	306	27	15	42
Service Orders	18,949	20,806	15,078	18,437	1,679	1,429	3,108
New Customer connections	3,413	3,239	3,556	3,483	257	246	503
Commercial accounts converted to electronic form of payment					7	0	7



UPCOMING PROJECTS

- Continue campaign to sign up commercial accounts on any form of electronic payment
- Billing platform system update to version 6.5. One added feature is a customer can schedule a payment in advance on the new customer web portal that comes with the 6.5 update.

ACCOUNTING



LAST MONTH'S ACCOMPLISHMENTS

- Continue working on fiscal year end 2021 closing cycle

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	774
Number of checks as percent of total vendor payments	95.65%	91.07%	85.07%	75.41%	76.87%
Number of electronic payments as a percent of total vendor payments	4.35%	8.93%	14.93%	24.59%	23.13%
Number of funds managed	282	284	118	124	126
Investment Portfolio (Millions)	\$145	\$139	\$169	\$150	\$143
Interest Earned (Thousands)	\$2,247	\$3,247	\$1,923	\$81	\$8
Number of FEMA Ike PW's closed out	3	5	1	16	2
Number of FEMA Ike PW's finalized	38	56	31	25	9
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

- Continue working on the City-wide receivables reconciliation and collections project

MUNICIPAL COURT



LAST MONTH'S ACCOMPLISHMENTS

- View the report [here](#)

FIRE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- Lone Star Rally
- Attended the County Firefighter's Association Meeting In Jamaica Beach
- Advisory Committee Meeting With The College Of The Mainland
- Professional Development Training For Administration
- Breathe Fit Class over How to Reduce Everyday Stress
- PHI Table Top Exercise at the Airport
- Confined Space Training w/ West Gulf Marine
- [Fire Marshal Inspection Report](#)

ACCIDENT MAJOR	30	5.2%
ASSIST BY FIRE	43	7.5%
CHOKING	3	0.5%
DROWNING / DIVING / SCUBA ACC	3	0.5%
DUMPSTER TRASH FIRE	1	0.2%
ELECTRICAL PROBLEMS SPARKS	5	0.9%
EXTINGUISHED FIRE	1	0.2%
FIRE ALARM	90	15.7%
FIRE OUTSIDE	4	0.7%
FIRST RESPONDERS	272	47.4%
GAS LINE BREAK LEAK	3	0.5%
GRASS	3	0.5%
HAZMAT	2	0.3%
PENETRATING TRAUMA	2	0.3%
POWER LINES DOWN TRANSFORMER	11	1.9%
RESCUE	13	2.3%
SMELL OF SMOKE GAS INSIDE	14	2.4%
SMELL OF SMOKE GAS OUTSIDE	9	1.6%
STRUCTURE FIRE	5	0.9%
UNCONSCIOUS	56	9.8%
VEHICLE FIRE	2	0.3%
WASHDOWN	1	0.2%
WATER FLOW ALARM	1	0.2%
Total:	574	100.0%



UPCOMING PROJECTS

- Additional Rescue Training
- Dickens On The Strand
- Pre-Incident Training With The Coast Guard
- Company Officer Training



LAST MONTH'S ACCOMPLISHMENTS

- Mechanics worked on 449 vehicle work orders within the month and performed;
- General Repairs - 386
- Accident Repairs - 3
- Capital Repairs - 0
- Recall Repairs - 2
- Preventive Maintenance Services - 264
- Repairs from PM's Services - 30
- Road Calls - 59
- Provided 48,528 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.
- Received new fleet vehicles



UPCOMING PROJECTS

- Continue fleet services

GRANTS & HOUSING



LAST MONTH'S ACCOMPLISHMENTS

- Financial Management – (HUD Regulatory Requirement)
- Facilitated review of project accounts for allowable and allocable expenditures and preparation of adjustments as needed for development of program drawdowns to reimburse the City.
- Completed drawdown of HOME Program funds of \$92,430.97.
- Completed drawdown of CDBG Program funds of \$353,339.31.
- HOME Program-American Rescue Plan (ARP) funding – (HUD Regulatory Requirement)
- City will receive \$893,274 from the U.S. Dept. of Housing & Urban Development (HUD) to address the need for homelessness assistance for affordable housing and support services.
- Tenant-Based Rental Assistance Program (TBRA) – (HUD Regulatory Requirement)
- To date assisting a total of 44 LMI households with rental assistance for one (1) year and security deposit.
- Staff determined one (1) Low-income household eligible for assistance. Applicant must now find their rental housing unit.
- Staff issued one (1) TBRA Coupon for assistance and performed two (2) HQS inspections for tenants.
- Staff received applications and are processing intake reviews.
- Texas Emergency Rental Assistance Program (TERAP) – (TDHCA Requirement)
- To date assisting 21 LMI households with six (6) months of rental assistance to LMI households whose income was affected by the COVID-19 Pandemic.
- Submitted monthly report for rental assistance program and drawdown of \$4,248 in reimbursement funds.
- Staff determined three (3) Low-moderate income families eligible for the TERAP Program.
- Davis Bacon – (HUD Regulatory Requirement)
- Staff reviewed certified payrolls for the CDBG projects that invoke the Davis-Bacon Act.
- Monitoring Review – (HUD Regulatory Requirement)
- Staff conducted desk audits on CDBG funded City Departments Projects to ensure that the activities and expenditures are eligible, allowable, and conforming to the grant.
- Entered all project accomplishments into HUD's Integrated Disbursement and Information System (IDIS).
- Technical Assistance
- Provided assistance for 6 homeowners with hous-

ing information, 30 homebuyers for homebuyer assistance program, 22 for Covid-19 Testing, and over 270 phone inquiries for rental assistance.

- Community Outreach
- Participated in the City's Galveston University to provide information on the Grants & Housing Dept. and the CDBG and HOME Program grants the City receives.



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.
- HOME Program-American Rescue Plan (ARP) funding – (HUD Regulatory Requirement)
- Present the program to Council for approval and execute an agreement with HUD for the funding.
- Begin planning and development of the HUD required needs assessment and gaps analysis and Allocation Plan.
- 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 for one (1) year and security deposit.
- Texas Emergency Rental Assistance Program (TERAP) – (TDHCA Requirement)
- Staff will begin project close-out for the TERAP Program which ends on 1-14-22.
- Report program accomplishments to the Texas Department of Housing and Community Affairs.
- 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.
- Monitoring Review – (HUD Regulatory Requirement)
- Staff conduct desk audits on CDBG funded City Departments Projects to ensure that the activities and expenditures are eligible, allowable, and conforming to the grant.
- Enter all project accomplishments into HUD's Integrated Disbursement and Information System (IDIS).
- HUD Trainings – (HUD Regulatory Requirement)
- Staff will participate in upcoming HUD Webinar trainings.

HUMAN RESOURCES



LAST MONTH'S ACCOMPLISHMENTS

- Held four New Hire Orientations. Fourteen (14) New Employees- 1 Asst. Public Transportation General Manager, 1 Public Works Superintendent- Traffic, 1 Buyer, 2 D/C Technician Trainee, 1 Recreation Coordinator, 1 Desktop Support Specialist, 1 Transit Operator, 1 Office Specialist and 5 Police Cadets
- Coordinated the City's participation in the ABC 13 41st Annual "Share Your Holidays" Food Drive benefiting the Houston and Galveston County Food Banks
- Attended virtually the 10th annual Workforce Solutions "Red, White & You" statewide job fair for ongoing recruiting efforts for all City department vacancies
- Hosted Pryor Learning session "How to Deliver Exceptional Customer Service" training
- Continued support of City Departments in filling job vacancies
- Hosted the Galveston Health Board Meeting



UPCOMING PROJECTS

- Hold Civil Service Exams for the Lateral Police Officers
- 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 288 support tickets
- Completed the encumbrance roll activities
- Fulfilled three (3) custom report requests for various departments
- Continue efforts on other open projects



UPCOMING PROJECTS

- Begin project efforts to upgrade of the Banner Finance and Human Resources system
- Complete 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
- Continue project efforts on the modification to the security system
- Upgrade various infrastructure software solutions during regularly scheduled maintenance windows
- Complete project efforts on the GFD redistricting project

Information Technology

GIS Division



LAST MONTH'S ACCOMPLISHMENTS

- Completed fourteen (14) GIS map and data creation requests consisting of eighty five (85) items:
- Fulfilled request for Maps from Development Service, Public Works, Fire Department, Finance and the City Manager's office.
- Maps and lists of STR-restricted neighborhoods
- Calculated the number of short term rental properties by neighborhood
- Created heat map of short term rental properties in Galveston
- Maps of City Council Districts
- Created and printed 36x54 map of island with neighborhoods
- Created map of TAMUG dock area and pier 21 dock area and evac route between and map of helicopter landing zones on Pelican Island
- Totaled the values homestead tax exempt properties and the total assessed values of properties by district
- Map of public works building emergency equipment
- Eleven (11) maps for Community Rating System (CRS) Activity 420 - open space preservation
- Created twelve (12) exhibits for the drainage outfalls between 8 and 13 Mile Roads and a cover sheet map
- Removed non-Galveston buyouts from the buyout CRS map, created a close-up of the buyout map, and created an address list from the buyout map
- Internal GIS Portal
- Added Public Works Building and Warehouse Evacuation routes and Emergency Equipment maps to the intranet page
- Posted the Galveston Traffic Map to the GIS Hub for the public
- Completed 9 GIS Support items for Public Works, Development Services, Engineering and the City Marshal.
- Troubleshoot 8 map services layer issues and resolved.
- Provide assistance for desktop GIS and web GIS, login assistance and data access.
- Removed twenty eight (28) terminated employees as users form GIS Portal, ArcGIS Online and GIS databases.
- Added two (2) new users to GIS Portal
- Assembled forty six (46) featureclasses for City Engineer to provide to contractor in preparing the master stormwater plan.
- Reconciled and posted layer for Utilities, VUEworks and Landmarks
- Ongoing Projects
- Public Utilities ArcGIS Utility Network
- Create scope of work for contractor to prepare for migration to the ESRI utility network



UPCOMING PROJECTS

- 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

ISLAND TRANSIT



LAST MONTH'S ACCOMPLISHMENTS

- November Ridership
- Fixed Route: 10,762 Trips
- Seawall Routes: 2,057 Trips
- ADA: 1,003 Trips
- Galveston Trolley: 1,419
- Total ridership for November 15,241 Trips
- Average Ridership
- Fixed Route: 448 per day
- Seawall Routes: 187 per day
- ADA: 42 per day
- Galveston Trolley: 129 per day
- Average fares collected: \$326.50 per day
- Attended APTA Conference in Orlando FL.-Software Vendors
- Review of Galveston Island Trolley PTASP
- Begin Internal Route Study



UPCOMING PROJECTS

- TxDOT/SSO Audit of Galveston Island Trolley

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
- Repaired lights at Hooper Field and Sandhill Crane Soccer Complex
- Installed Christmas tree and lighting around City Hall
- Repaired park maintenance equipment
- 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
- Equipment Installation for Outdoor Fitness Equipment at both Recreation Centers is completed but awaiting graphic installation before official opening
- Begun leveling and prepping baseball/softball fields in preparation for spring season.



UPCOMING PROJECTS

- Water fountain restoration project at Kemper park
- Design Stages of Sandhill Crane Soccer Complex
- Design Stages of Jones Park Renovation
- Improve litter control on main thoroughfares
- Repairing Lighting at Wright Cuney, Lasker Park, and Menard Park
- IDC Parks Package 3 Projects
- Install walking trail signs

RECREATION & ADMIN



LAST MONTH'S ACCOMPLISHMENTS

- McGuire-Dent Membership Totals:
- Adults: 1608
- Seniors: 614
- Youth: 388
- Military: 160
- Daily Pass (Adults & Seniors): 126
- Wright Cuney Membership Totals:
- Adults: 188
- Seniors: 25
- Youth: 475
- Held Community Meetings For/With: Better Parks for Galveston and Families, Children & Youth Board, Parks and Recreation Advisory Board, Cultural Arts Commission, and Tree Committee
- Continued working with Ball High's Baseball Team to utilize racquetball courts at McGuire-Dent Recreation Mondays and Wednesdays through the end of December
- Completed partnership with Josephine Sullivan Foundation on Camp Possibilities Fall Program
- Participated with UTMB Public Health Student Surveys
- Staff attended CivicPlus Training, Customer Service Training, and some began Supervisor Training.
- Planned with Better Parks for Galveston for a Santa Drive-Thru Express at McGuire-Dent Recreation Center on Friday, Dec. 17th and Senior Bingo at Wright Cuney Recreation Center on Friday, December 11th at 1:00pm.



UPCOMING PROJECTS

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

AQUATICS



LAST MONTH'S ACCOMPLISHMENTS

- Updated first aid and uniform inventory
- Continued General Maintenance
- Started off season maintenance
- Trained with Public Information Office on how to update and change website
- Volunteered at the TRAPS Golf Tournament
- Continued update of Lasker Pool Manual
- Started weekly Tuesday morning meetings with Aquatic team
- Attended training through CivicRec on Branding/ advertising on Facebook
- Registered for Texas Public Pool Council Conference taking place in January
- Attended meeting and walk through to help host TPPC conference in Galveston
- Met with Barbara to discuss part-time employees pay, updating pricing list for the pool, and 2022 opening day
- Met with Parks and Recreation team to discuss and plan a December event
- Met with Better Parks to discuss Santa Drive-thru event details
- Created a plan to advertise yearly passes for Christmas gifts
- Working on calendar for 2022 season
- Current Memberships: Adult – 364, Child – 105, Senior – 339, Military - 90
- Average Daily Attendance for month: 0
- Pocket Park 1
- Acquiring quotes for port-a-potties in 2022 season
- Stored Window A/C in order to help last longer
- Researching trailer port-a-potties costs
- Creating gate attendant training
- Created a plan to sell season passes as Christmas gifts
- Confirmed 2022 opening day with Barbara and Park Board
- Daily Beach Transactions: 0
- Season Passes Sold: 0
- Total Revenue: \$0



UPCOMING PROJECTS

- Deep clean facility
- Overhaul and update acid room

PLANNING & DEVELOPMENT



LAST MONTH'S ACCOMPLISHMENTS

- Hosted six Pre-Development Meetings
- Continued working with the Planning Commission on updating the Concession regulations and develop new regulations for docks and piers on vacant lots
- Welcomed and provided training for newly appointed Landmark Commissioners
- Landmark Commission:
 - 21LC-069 2323 Ave L - Certificate of Appropriateness for Garage Apartment
 - 21LC-068 1717 Ave H -Galveston Landmark Designation
 - 21LC-067 3605 Ave R -Certificate of Appropriateness for Rear Addition
- Planning Commission:
 - 21P-067 2001 61st - Replat - 11 to 1
 - 21P-068 1717 Ave H -Galveston Landmark Designation
 - 21P-069 2401 103rd Street -Replat 1 into 2 in R-1
 - 21P-070 3801 El Lago -Replat 7 lots into 9
 - 21P-071 10th Street -License to Use for Porch and Balconies
 - 21P-072 1101 Ave M 1/2 -Alley Abandonment
 - 21P-073 4243 Spoonbill -Replacement of pilings
- Zoning Board of Adjustment:
 - 21Z-014 7716 Pruitt -Special Exception - Rear Setback
- Beachfront Construction/Dune Protection Permits:
 - 21BF-130 17 Grand Beach - 3rd Floor Stairs
 - 21BF-131 21309 -Scissor Tail Single family home, concrete drive
 - 21BF-132 Dune walkover repair
 - 21BF-133 4115 Valer Extend living areas. Replace decking and stairs. New cargo lift.
 - 21BF-134 4303 Sunset Bay -New house, drive, and footprint
 - 21BF-135 12214 Hershey Beach -Freestanding patio
 - 21BF-136 19519 Shores -Vinyl fence
 - 21BF-137 New beach house and concrete driveway
 - 21BF-138 10901 FM 3005 Beach nourishment of Dellanera Beach
 - 21BF-139 19523 Shores Deck Expansion
 - 21BF-140 4120 Hershey Beach Dune restoration

PLANNING & DEVELOPMENT

- Planning Administration:
- 21LTU-012 2127 Ave J -A-frame
- 21PLAT-00041 2424 Ave E Concession
- 21PLAT-00042 Replat 1 to 2 in (C) Zoning
- 21PLAT-00043 902 9th Replat 1 into 3 in UN
- 21PLAT-00044 1728 Seawall Replat 2 into 1
- 21PLAT-00045 112 23rd Replat 3 to 2
- 21PLAT-00046 4118 Fourth 2 into 1
- 21PLAT-00047 2323 Ave L Plat from 2 lots to 1 lot
- 21PLM-00125 2424 Ave E Concession
- 21PLM-00126 Temp parking - Lone Star
- 21PLM-00127 3128 Seawall Concession park
- 21PLM-00128 3128 Seawall Concession
- 21PLM-00129 Temp Parking - Lone Star
- 21PLM-00130 3128 Seawall Concession
- 21PLM-00131 1902 45th One Stop - 5 coin-op machines
- 21PLM-00132 1902 23rd 5 Coin-Operated Machines - Moe's Corner Store
- 21PLM-00133 1502 Ave D The George Manor (5 bedrooms)
- 21PLM-00134 1028 Seawall Concession
- 21PLM-00135 1128 Seawall Concession - 2021 Lone Star
- 21PLM-00136 2201 Ave D Zoning Verification Letter
- 21PLM-00137 2402 Ave E Concession
- 21PLM-00138 711 25th Dickens on The Strand - Temporary Parking Lot Permit
- CZC2021-18 500 Seawall Certificate of Zoning Compliance - Seawall Cuisine LLC
- CZC2021-19 2118 Ave E Certificate of Zoning Compliance for A Grain of Sand
- CZC2021-20 2118 Ave E Certificate of Zoning Compliance for A Grain of Sand
- CZC2021-21 527 21st Certificate of Zoning Compliance for Galveston Salt Co, LLC
- CZC2021-22 3802 Cove View Certificate of Zoning Compliance for Gayle's Hair Design
- CZC2021-23 415 9th Certificate of Zoning Compliance for Gonzalo's American Bistro



POLICE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- The 60th Virtual Galveston Citizens Police Academy concluded with 9 participants successfully graduating the program. This online academy helped these citizens be better informed about law enforcement's role in the community.
- Concluded our GPD 2nd Annual Food Drive competition benefitting the Galveston County Food Bank through the Share Your Holidays city wide event. The Galveston Police Department donated over 300 non-perishable food items for families in need in Galveston County.
- Attended recruiting opportunity at the Salute to Military & First Responders event at the Kemah Boardwalk with Galveston Citizens Police Academy Alumni Association members.
- Coordinated the Coffee with a Cop event with Starbucks Coffee (61st st). This event brought together citizens and GPD Officers to further strengthen community bonds.
- Met with Sarasota Police Department H.O.T. (Homeless Outreach Team) Officers to discuss methods of better assisting our homeless population.
- Successfully coordinated and hosted the first annual Mommy's & Mimosas Event as a GPD Blue Santa Fundraiser. The collective efforts of the ladies of GPD along with the wonderful ladies of Galveston County yielded almost \$5000 that will be used towards purchasing bicycles for the children of Galveston.
- This month nominations for board members for the Salvation Army were named and Sgt. Harris has been selected as the 2022 Salvation Army Board of Ladies President. As a member of the board, GPD will now have direct access to programs necessary to implement services to improve the needs of our homeless population.
- Arrests – 478
- Traffic Stops – 1252
- Calls for Service – 6185
- Reports taken 710



PUBLIC WORKS

RECYCLING



LAST MONTH'S ACCOMPLISHMENTS

- Recycling Division processed 101.61 tons of recyclable materials. Including 41.99 tons of paper, cardboard, and plastic, 28.37 tons of glass, and 30.50 tons of mixed metals.
- Recycling Division received \$11,325.76. in commodity rebates, our second-highest month to date.
- The Recycling Center had an estimated 15,274 visitors this month, with a daily average 509. An increase of approx. 698 visitors from last month.
- Recycling Division provided curb-side services for 181 residents.
- Recycling Division continued optimization of the Recycling Center.
- Recycling Division hosted (2) “Pop-Up” events on the east and west ends’ of Galveston Island.
- In November, Recycling division completed (2) special projects, one for the Rosenberg library, and an additional project supporting Collections & Distribution.
- Recycling Division hosted (1) “Shred-Day” event which garnered a total on 6.75 tons of secured paper shred and improved our daily visitor usage by 404 visitors.
- “Shred-Day” November 2021



VIEW
REPORTS

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MUNICIPAL UTILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Installed 37 new water taps and 22 new sewer taps.
- Replaced 7 existing sewer taps.
- Repaired 17 distribution system leaks and investigated 7 property owner leaks.
- Responded to and resolved 10 low water pressure complaints.
- Located 5 sanitary sewer clean outs.
- Line cleaning crews have cleaned 6,609 feet of collection system sewer main.
- SL-RAT crew have inspected 23 manholes along Stewart Rd and surveyed 4,431 feet of sanitary sewer lines along Stewart Rd; between 8 Mile Rd

- and Cove View Blvd.
- Fuquay, Inc. are in the Villas of Las Palmas subdivision of the Pirates Beach sanitary sewer shed; 3 manhole are in progress.
- SewerAI was implanted into CCTV operations; streamlining daily workflow.
- 4 more SmartCovers were installed in the Airport sanitary sewer shed.
- A hydrant crew was reestablished, spearheading FEMA funded hydrant repair or replacement program. 52 hydrants were repaired and 13 hydrants were replaced in Fire District 1 & 2.



UPCOMING PROJECTS

- Hydrant crew will be assessing and repairing/replacing hydrants in Fire District 4.
- SL-RAT crew will continue to survey the Airport WWTP area; continuing on Cove View Blvd.
- Line-cleaning and CCTV crew will continue proactive measures in Laguna San Luis subdivision.
- Fuquay, Inc. is expected to begin in the Pirates Beach main subdivision
- Aggressively continue daily installation of new water and sewer taps in order to reduce maintenance backlog.

Public Works Collection & Distribution Corrective Work Order Backlog		Change From Last Week
Fire Hydrant Repair and Replacement	247	+5
Meter Services	8	+1
Distribution Pipe Installation	2	0
Distribution Tap Installation	116	+2
Water Leaks	177	+22
Water Shut-Off	1	0
Water Valves	13	+10
Manholes	5	0
Collection Pipe Installation	3	0
Sewer Covers	6	0
Sewer Inspection & Sewer Line Clean	114	+7
Collection Tap Installation	95	+4

Public Works Collection & Distribution Proactive Work Orders		Change From Last Week
CCTV	12	0
LCTV	5	0
Line Clean	38	0
SL-RAT	69	-3
Leak Detection	9	0



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SANITATION



LAST MONTH'S ACCOMPLISHMENTS

- Sanitation provided service for the Lone Star Bike Rally, collecting 36.65 tons (73,300.00lbs) of garbage.
- Three automated crews worked Thanksgiving Day to provide service due to trucks having mechanical issues.
- Sanitation Crews completed 859 total requests for service.



UPCOMING PROJECTS

- Continue operations



VIEW REPORTS

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STREETS AND DRAINAGE



LAST MONTH'S ACCOMPLISHMENTS

- [Monthly report for Streets, Traffic and Drainage](#)

SCHOLES AIRPORT



LAST MONTH'S ACCOMPLISHMENTS

- **Airport Staffing:** Completed the hiring process for an office specialist that has been vacant for the past 19 months.
- **TxDOT Grant 22CVGLVST:** This \$59,000 FAA grant is 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. City Council approved accepting the ARPA grant at their November 18, 2021 meeting. TxDOT Aviation approved the \$59,000 reimbursement on November 30, 2021.
- **Island Jet Center Lease:** City Council approved Island Jet Center's 10-year lease agreement with two 5-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 for the next 20 years.
- **Ball High School Airport Tour** – 36 students from the Ball High School Career & Technology Aerospace Engineering Class toured the Airport on November 30, 2021. The tour included an on-site look at the various navigational and visual aids that support safe operations at the airport, flight planning and navigation, and inspecting Cessna 162 and 172 aircraft.



VIEW REPORTS

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



UPCOMING PROJECTS

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- **TxDOT Project 2112GALVN:** This \$2,118,100 project is to rehabilitate Runway 18/36. We expect TxDOT Aviation to advertise this project in January 2022, with a bid opening in February or March 2022.
- **Galveston Economic Development Summit:** Airport staff will be exhibiting at the Summit on December 3, 2021. The exhibit will highlight the airport's development plans over the next 20-years.
- **Airport Advisory Committee Meeting:** The Airport Advisory Committee will hold a virtual meeting at noon on December 14, 2021. As part of the Airport Business Plan, the Committee will review and discuss the draft Vision and Mission statements and the Airport Goals and Objectives for the airport. We anticipate the Committee will submit their recommendation to City Council related to the draft Airport Master Plan.

