



JANUARY 2022

CITY MANAGER'S REPORT

WWW.GALVESTONTX.GOV/CITYMANAGERSREPORT

A MESSAGE FROM OUR CITY MANAGER



Mardi Gras season is here in Galveston, one of our favorite holidays on the island. After a year off during the pandemic, we know many residents will be ready once again to brush off their purple, green, and gold outfits and celebrate.

As we head into the parade season, we want residents to be aware of road closures and other effects Mardi Gras could have on their daily life. Remember Mardi Gras will run February 18-March 1, with events throughout both weekends and on Fat Tuesday.

Road closures and traffic are, of course, the primary aspect affecting residents. There will be closures downtown on the Strand and Mechanic between 21st and 25th streets during both Mardi Gras weekends.

On the first weekend, February 18-20, there will be a Saturday closure of the Seawall from 59th Street to 23rd Street from 10:30 a.m. to 11 p.m. for the large Seawall parades.

The second weekend, there will be the same closures downtown. On the Seawall, there will be closures from 25th Street to 33rd street from 10 a.m. to 2 p.m. and from 19th to 27 streets from 2 p.m. to 10 p.m. There will be a closure on 25th Street from Seawall to Market from 2 p.m. to 10 p.m.

The Galveston Police Department will team up with other area law enforcement to help secure the event, and police will be enforcing DWI and other driving laws to the full extent. We're grateful to all our public safety officers and our special events team working this event to make sure it runs smoothly and safely, as well as our partners from other agencies.

We hope everyone has a safe and enjoyable Mardi Gras season! Let the good times roll.

*Sincerely,
Brian Maxwell*

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CITY MARSHAL



LAST MONTH'S ACCOMPLISHMENTS

- Staff had 631 -Residential Parking Permits issued, 787 -Visitors passes and 0 -Temporary passes assigned.
- Regular Parking Violation total for the month was – 2078
- Outstanding Warrants – We attempted to contact 22 Defendants by telephone or by mail in reference to active warrants.
- Collected total of \$ 573.30 in cleared warrants the defendant's either paid the warrants off or set up payment plan with the court or the court dismissed the warrants.
- 7 -Public Nuisances were abated.
- 39 -Court cases heard in Municipal Court
- 87 -Complaints received
- 30 -Complaint based cases
- 858 -Total investigations
- 32 -Vehicles Towed
- 93 -Vehicles were Red Tagged
- 3 -Cleared Warrants



UPCOMING PROJECTS

- Will have staff available for Mardi Gras 2022 event



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
- Collaborated with other departments and committees, including Development Services and GIS, to raise awareness of ongoing initiatives
- Updated website for several departments
- Educated the public about city's response to potential freeze
- Prepared for Mardi Gras

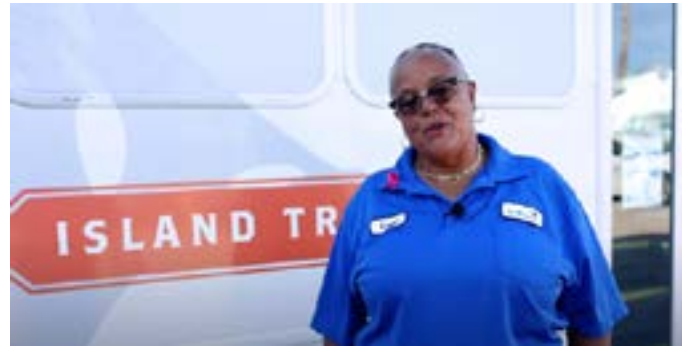


UPCOMING PROJECTS

- Finalize planning for Galveston University beginning in March
- Continue normal operations

LAST MONTH'S VIDEOS

- [Employee Spotlight: Brandon Hill](#)
- [Sanitation 101](#)
- [Exciting programs at Rosenberg Library](#)
- [Employee Spotlight: Stormy Collins](#)



SPECIAL EVENTS



LAST MONTH'S ACCOMPLISHMENTS

- Held 5 meetings with event organizers regarding their events
- Continued planning for Mardi Gras
- Began planning for Spring & Summer Special Events
- Special Event Permits Issued: 2
- Loudspeaker Permits Issued: 5
- Completed Events:
- January 14-15: Chili Quest & Beer Fest
- January 15: Dr. Martin Luther King Jr. Parade
- January 17-20: Texas Public Pool Council Conference



UPCOMING PROJECTS

- February 13: Galveston Marathon
- February 18-March 1: Mardi Gras! Galveston
- For additional information on Special Events, please visit <https://www.galvestontx.gov/calendar.aspx?CID=26> or reach out to our team at (409) 797-3705 or MPierce@GalvestonTX.gov

LEGISLATIVE AFFAIRS



VIEW REPORTS

- [Legislative Report, January 7](#)
- [Legislative Report, January 14](#)
- [Legislative Report, January 21](#)
- [Legislative Report, January 28](#)



CONSTRUCTION



LAST MONTH'S ACCOMPLISHMENTS

- **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.
- **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 of 6'X2' storm sewer, 730 linear fee of 4'X2' storm sewer and inlets; resurfacing of the roadway. The project time will be extended due to weather, storm water related issues and private utility conflicts.
- **Sanitation equipment shelter:** Work of the con-

CONSTRUCTION

tract includes both design and construction of the facility. This includes, but is not limited to: geotechnical investigation necessary for the foundation design; foundation and structural design of the building; windstorm engineering and certification including a WPI-8; design and construction all-weather electric system to provide security lighting; all materials and labor to construction the metal building and electric system; any other services required for a complete and functional facility. The project time will be extended due to material delivery lead times.

- **Trolley barn pump and generator:** Work of the contract is for providing a storm water pump, a generator and fuel tank and the construction of a platform to mount the fuel tank, generator and compressor. The work will also include electrical wiring and connections for the generator and pump and piping to discharge the storm water from the pit to the exterior of a deployable flood wall.
- **Trolley barn concrete wall:** Work of the contract is for construction of a structural flood wall and deep foundation adjacent to the Trolley Barn facility. The work includes utility conflicts and associated site work. The project time will be extended due to material delivery lead times.
- **Trolley barn deployable wall:** Work of the contract is for construction of a deployable flood wall protection around the Trolley Barn facility. Included around the perimeter is a uniform concrete pad for sealing and securing the flood wall and associated site work. The project time will be extended due to material delivery lead times as well as phasing of the concrete flood wall performed outside of this scope of work.

DEVELOPMENT SERVICES



LAST MONTH'S ACCOMPLISHMENTS

- Completed the ISO Evaluation.
- Continued the 2021 Code Changes.
- Continued the process for the CRS Recertification.
- [Inspections Completed](#)
- [Permits Issued](#)



UPCOMING PROJECTS

- Continue to finalize the CRS Report.
- Cain Parrish will go to the 40 hour BPAT course.
- Continue the update process for the 2021 Code Changes.



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 – 1
- Culvert survey to determine as-built flow line of ditches and outfalls and corresponding construction staking – 8
- Temporary License to use (TLTUs) – 12

Projects in Development Phase:

- South Shore Stormwater Pump Station Grant (Design & Construction \$57M) – The City is currently scoping the project with the highest-ranking design consultant and will be taking a recommendation to City Council in March (est.).
- Stormwater Master Plan – The City is working through the scoping & negotiation phase with the selected engineering consultant and will take this project to City Council for

consideration of awarding a contract in February.

- 14th Street Construction Phase Engineering Services – The City is currently scoping the project with the highest-ranking design consultant and will be taking a recommendation to City Council in March (est.).
- 14th Street Construction Owner's Representative Services - The City is currently scoping the project with the highest-ranking design consultant and will be taking a recommendation to City Council in March (est.).
- Senate Bill 3 Water Utility Emergency Preparedness Plan – Project is currently under way with the DRAFT report due in February.

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
- 30-inch Gifford Hill Aged Pipe Supply Waterline Replacement Projects in 95-100% Design

ENGINEERING

- 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 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.
- 23rd Street Reconstruction from Broadway to Seawall (thru Galveston County) – The project is being advertised for bids.

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)

Projects Advertised for Bids

- Pirates Beach WWTP 100% Design completed – Contractor Bids received. Staff is working with the Engineer to analyze the bid results.
- Avenue S Reconstruction from 53rd to Seawall (thru Galveston County) – Contractor Bids were received on 12/22/2021.

FACILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Ongoing construction of the equipment shelter at the Sanitation Building.
- Ongoing construction of the deployable wall project at the Trolley Barn
- COVID decontamination operations
- Handled and completed 483 work orders.



UPCOMING PROJECTS

- Ongoing construction of the equipment shelter at the Sanitation Building
- Ongoing construction of the Deployable wall project at the Trolley Barn
- Continued COVID decontamination operations
- City Hall Windows repair project will begin

BUDGET



LAST MONTH'S ACCOMPLISHMENTS

- Assist Accounting with final entries for FY2021 year-end financial close
- Submit entry for Distinguished Budget Presentation Award for the FY2022 Adopted Budget
- Begin work on the FY2022 1st Quarter Budget Report



UPCOMING PROJECTS

- Distribute FY2022 1st Quarter Budget Report
- Prepare 1st Quarter Budget Amendment
- Begin work on the 2023-2028 Capital Improvement Program
- Begin work on FY2023 Departmental Budget Folders

PURCHASING



LAST MONTH'S ACCOMPLISHMENTS

- Opened solicitations for Enterprise Resource Planning (ERP) system consulting services
- Advertised armored vehicle services RFP 22-05
- Executed the contract for the City Hall window project
- [Purchasing Data for November](#)



UPCOMING PROJECTS

- Drafting RFP/RFQ's for Island Transit software, and lawn maintenance and landscaping various locations
- Preparing the contract for the emergency preparedness plan
- Facilitating the negotiations of the AMI project
- Facilitating the negotiations for the storm water master plan
- Facilitating the negotiations for the South Shore drainage project

- Facilitating the contract for the recycling office building
- Facilitating the negotiations for the 14st Street drainage improvements A/E services
- Facilitating the negotiations for the 14st Street Drainage Improvements engineering services
- Drafting RFB for 61st Street recycling property

CUSTOMER SERVICE



LAST MONTH'S ACCOMPLISHMENTS

- Billing platform system update to version 6.5

Performance Measures	FY 2018	FY 2019	FY 2020	FY 2021	1st Qtr FY22	Jan-22	FY 2022
Meters re-read manually	782	364	550	321	374	274	274
Adjustments	3,987	2,090	1,536	2,003	591	117	708
Adjustments (\$\$\$)	\$792,289	\$ 374,840	\$ 341,172	\$ 373,460	60,849	\$ 10,513	\$ 71,362
Water Bills emailed				73,149	18,006	6,079	24,085
Water Bills Mailed Out	260,602	255,015	255,470	245,009	59,201	19,640	78,841
Outstanding "water concern" emails received	440	236	309	323	95	52	147
Outstanding "water concern" emails completed	478	300	509	306	76	15	91
Service Orders	18,949	20,806	15,078	18,437	4,441	1,352	5,793
New Customer connections	3,413	3,239	3,556	3,483	753	252	1,005
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
- Implement the billing system new feature for customers to schedule a payment in advance of the due date

ACCOUNTING



LAST MONTH'S ACCOMPLISHMENTS

- Auditors completed fieldwork for FY21 audit
- Received IRS refund; penalty amount plus interest

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	1,572
Number of checks as percent of total vendor payments	95.65%	91.07%	85.07%	75.41%	76.15%
Number of electronic payments as a percent of total vendor payments	4.35%	8.93%	14.93%	24.59%	23.85%
Number of funds managed	282	284	118	124	126
Investment Portfolio (Millions)	\$145	\$139	\$169	\$150	\$142
Interest Earned (Thousands)	\$2,247	\$3,247	\$1,923	\$81	\$15
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

- Draft FY21 Annual Comprehensive Financial Report

MUNICIPAL COURT



LAST MONTH'S ACCOMPLISHMENTS

- View the report [here](#)

FIRE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- Pre-Fire plan meeting and training with the Sulfur Terminal
- Filled two vacant position
- NIMS 400 training for all officer's on B-Shift
- POG Cruise Operations Response Team- Planning Exercise
- City council approved the purchase of a new apparatus for Station 7
- [Fire Marshal Inspection Report](#)

ACCIDENT MAJOR	19	3.4%
AIRCRAFT INCIDENT	1	0.2%
ALERT 2 AIRCRAFT TROUBLE	1	0.2%
ASSIST BY FIRE	26	4.7%
CHOKING	1	0.2%
DUMPSTER TRASH FIRE	2	0.4%
ELECTRICAL PROBLEMS SPARKS	16	2.9%
EXTINGUISHED FIRE	1	0.2%
FIRE ALARM	85	15.4%
FIRE OUTSIDE	1	0.2%
FIRST RESPONDERS	295	53.5%
GAS LINE BREAK LEAK	2	0.4%
GRASS	4	0.7%
MUTUAL AID FIRE	3	0.5%
POWER LINES DOWN TRANSFORMER	14	2.5%
RESCUE	7	1.3%
SMELL OF SMOKE GAS INSIDE	14	2.5%
SMELL OF SMOKE GAS OUTSIDE	3	0.5%
STRUCTURE FIRE	12	2.2%
UNCONSCIOUS	39	7.1%
VEHICLE FIRE	4	0.7%
WATER FLOW ALARM	1	0.2%
Total:	551	100.0%



UPCOMING PROJECTS

- Mardi Gras February 18th thru March 1, 2020
- Badge Pinning Ceremony for new hire's and promotion
- Rotary Club award for Firefighter of the year
- Grant writing training for administration
- Officer development training



LAST MONTH'S ACCOMPLISHMENTS

- Mechanics worked on 563 vehicle work orders within the month and performed;
- General Repairs - 538
- Accident Repairs - 3
- Capital Repairs - 0
- Recall Repairs - 1
- Preventive Maintenance Services - 235
- Repairs from PM's Services - 31
- Road Calls - 63
- Other Services
- Provided 49,252 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.
- Received new fleet vehicles
- Auctioned four items totaling \$510,578.73 of revenue.



UPCOMING PROJECTS

- Continue services

GRANTS & HOUSING



LAST MONTH'S ACCOMPLISHMENTS

- HOME Program-American Rescue Plan funding
- Planning processes for the development of the HUD required needs assessment and gaps analysis and Allocation Plan including consultation with homeless shelter and services providers
- 1-5-22 Presentation by Mayor Brown on ARPA total funding and HOME-ARP homeless funding to the Homeless Coalition and staff facilitated questions regarding HOME-ARP
- 1-6-22 phone conference with Salvation Army on processes for the HOME-ARP allocation
- Financial Management -
- 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 CDBG draw for \$192,002.68
- Tenant-Based Rental Assistance Program
- To date, assisted a total of 46 LMI households with rental assistance for 1 year and security deposit
- Staff determined five 5 Low-income households eligible for assistance
- Staff performed three 3 Housing Quality Standards inspections
- Staff received applications and are processing intake reviews
- Texas Emergency Rental Assistance Program
- Contract completed on 1-14-22
- Facilitated final reporting for the TERAP funding of \$150,000: estimated service to 17 LMI households
- Served 21 LMI households with 49 persons
- Completed final drawdown of \$7,010.50
- Davis Bacon – Staff reviewed certified payrolls for the CDBG projects that invoke the Davis-Bacon Act
- Monitoring Review – 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)
- Provided assistance for 7 homeowners with housing information, 54 homebuyers for homebuyer assistance program, 79 for Covid-19 Testing, and over 250 phone inquiries for rental assistance
- HUD Technical Assistance and Information Webinars – (HUD Regulatory Requirement)
- 1-11-22 HUD Representative and Financial

Analyst provided TA for the HUD quarter reporting Cash-On-Hand report

- Submitted revised Cash-On-Hand Reports for past quarters to meet with the HUD requirements as provided in the TA
- Staff participated in HUD CDBG-CV training webinar and conference



UPCOMING PROJECTS

- 2022 CDBG & HOME Program
- Planning processes for the 2022 program year of funding
- 2021 CDBG Timeliness
- City must expend 1.5 times its annual CDBG Allocation to meet the HUD timeliness test on April 2nd
- Continue coordination for project implementation to ensure City meets its designated ration of expenditures
- HOME Program-American Rescue Plan (ARP) funding – (HUD Regulatory Requirement)
- Planning and development of the HUD required needs assessment and gaps analysis and Allocation Plan including consultation with homeless shelter and services providers
- 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 for one (1) year and security deposit
- 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)
- Training Webinars – (HUD Regulatory Requirement)
- Staff will participate in a Section 3 Final Rule Training Series webinar
- Staff will participate in HUD training webinars

HUMAN RESOURCES



LAST MONTH'S ACCOMPLISHMENTS

- Held four New Hire Orientations. Hired Twenty Two (22) New Employees- 1 Sr. Assistant City Engineer, 1 Deputy Director of Public Works & Utilities, 1 WW Plant Maintenance Superintendent, 1 Auditor I, 1 Police Officer, 1 Payroll Specialist, 2 Firefighters, 1 Telecommunicator, 1 Sr. Heavy Equipment Operator, 3 Utility Customer Service Specialists, 1 Shift Leader, 4 Customer Service Agents, 2 D/C Technician Trainees, and 2 Laborers
- Hosted a Civil Service Commission election of new Chair and Vice-Chairman
- Held Civil Service Exams for Lateral Police Officers
- Held Civil Service Entrance Exam for Police Department
- Hosted a Pryor Learning session “How to Deliver Exceptional Customer Service” training
- Attended the College of the Mainland Law Enforcement Academy for GPD recruitment effort.
- Continued support of City Departments in filling job vacancies
- Hosted the Galveston Health Board Meeting



UPCOMING PROJECTS

- Hold Civil Service Exams for Lateral Police Officers
- Attend the Galveston College’s Career and Transfer Fair as part of the recruitment initiative to fill all City job vacancies.
- Host Pryor Learning sessions “Developing Emotional Intelligence” trainings
- 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 eight (8) addresses/domains related to phishing or spam
- Completed 2 public information requests
- Tier I Support completed 362 calls for service
- Completed configuration and deployment of 11 laptops for public works.
- Deployed 12 laptops for public safety mobile equipment refresh.
- Completed and deployed 23 desktops as part of the annual equipment refresh program
- Configured and deployed 4 laptops for Public Works call center personnel
- Completed Banner Finance/HR software system upgrade and placed into production
- Completed upgrade of the utility billing software application
- Assisted finance with processing W-2
- Generated and printed 1099s
- Generated eight (8) custom reports for various departments



UPCOMING PROJECTS

- Complete public safety mobile equipment refresh
- Complete workstation equipment refresh deployment
- Continue project efforts on the IT service desk replacement software solution
- Continue project efforts to upgrade the enterprise telephone system
- Complete deployment of the annual equipment refresh
- Continue project efforts for phase 2 of the O365 migration project
- Continue project efforts on the infrastructure equipment refresh project and begin upgrading equipment in the production data center
- Continue project tasks on the upgrade of the SCADA network
- Continue project efforts on the discovery for implementing the bank reconciliation module
- Continue project efforts on the modification to the security system
- Kick off backflow prevention software system upgrade

Information Technology

GIS Division



LAST MONTH'S ACCOMPLISHMENTS

- Completed 16 GIS map and data requests consisting of 30 items:
- Fulfilled request for Maps from Development Service, Public Works, Fire Department, EOC, Parks, City Marshal, Finance and the City Manager's office
- Update Sanitary Sewer Overflow layer with December 2021 data
- Update fire station names to reflect which ones house EMS
- Calculate 75% of the mean base flood elevation for Galveston for a rule for placing dunes
- Flood data for all building permits issued in 2021
- Update 27th Street from proposed to existing
- Update names for officers and change some of the titles from officer to investigator
- Join table of historical district permits to parcel information
- Create shapefile of registered short term rentals and create 2 maps showing STR regs by city council district and by historic district plus web map and web app
- Coyote Sightings Form - Added several questions to the form for coyote sightings.
- Short Term Rental Restricted Subdivision - Create Map Service and Web App of short term rental restricted areas.
- Added Water Service Work Areas to Water mapser-

vice for VUEWorks.

- Added domains to fire hydrants for use in VUEWorks
- Provided CRS 520 map of Buyouts with Deeds
- Provided CRS 520 map of Buyouts with map IDs
- Updated the Public Works bldg map with new emergency equipment
- Completed 6 City Wide and GIS Support requests
- Added new user to the GIS Portal
- Assisted user with editing error.
- Assisted new users with editing error I VUEWorks.
- Public Meeting Maps - Public Meetings were not updating. Did troubleshooting on script and corrected.
- Created new user accounts for the GIS Portal
- Troubleshoot Field Editors - Versions and arccollector apps got messed up when JG version was corrupted. Worked with PW folks and fixed the issues.
- Terminated Employees - Removed fifteen (15) terminated employees as users from GIS Portal, ArcGIS Online and GIS databases.
- Responded to 2 PIRs. Pointed requestors to online maps containing the desired information.
- Public Utilities ArcGIS Utility Network
- Work for contractor to prepare for migration to the ESRI utility network



UPCOMING PROJECTS

- Continued development of the City Staff GIS training program
- Public Utilities data scrub and migration to the Utility Network Data Model

ISLAND TRANSIT



LAST MONTH'S ACCOMPLISHMENTS

- Ridership
- Fixed Route-9,544 Trips
- Seawall Route-1,424 Trips
- ADA-1,000 Estimate Trips
- Trolley-523 Trips
- Total Ridership 12,491
- Average Ridership
- Fixed Route 381 trips per day
- Seawall -109 trips per day
- Trolley-174 per day
- Avg fares per day \$304.05



UPCOMING PROJECTS

- Continue operations

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 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
- Opened Outdoor Fitness Court at Wright Cuney Recreation Center
- Started to prep Lassie League for season
- Removed all Holiday Lighting
- Trimmed palm trees down Central City Blvd and Cove View Blvd
- Began trimming palm trees down Ferry Road
- Prepared staff report for IDC Parks Package 3 & 4



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
- IDC Parks Package 3 Projects
- Resurface tennis courts and replace wind-screens at Lindale, Lasker, and Menard Parks
- Place new fencing around Community Garden at Menard Park
- Install new water fountains and storage area at Crockett Park

RECREATION & ADMIN



LAST MONTH'S ACCOMPLISHMENTS

- McGuire-Dent Membership Totals:
 - o Adults: 1790
 - o Seniors: 690
 - o Youth: 458
 - o Military: 201
 - o Daily Pass (Adults & Seniors): 117
- Wright Cuney Membership Totals:
 - o Adults: 264
 - o Seniors: 34
 - o Youth: 522
- Held Community Meetings For/With: Better Parks for Galveston, Parks & Recreation Advisory Board, The Families, Children & Youth Board, Cultural Arts Commission, and Tree Committee
- Staff met to discuss programming updates and revisions, as well as policies and procedures.
- Marathon Fitness completed repairs to Fitness Equipment.
- Began organizing TAAF Regional Youth Basketball Tournament with City of Texas City for March
- Staff received virtual training on interpersonal skills, supervision, and leadership.
- Staff received in-person training on providing CPR and the use of AEDs
- Met with new instructor to begin offering Tai Chi & Qigong programming in February.
- Staff volunteered at Texas Public Pool Conference January 17-20.
- Staff discussed grant opportunities available

through NRPA.

- Staff contributed to IDC presentations for upcoming February meeting.



UPCOMING PROJECTS

- Continue to Review & Update Programs, Policies, and Procedures
- Staff Training
- Updating Parks & Recreation Website (In Progress)
- CDBG-Cares Act Projects

AQUATICS



LAST MONTH'S ACCOMPLISHMENTS

- Continued general and off season maintenance
- Continued update of Lasker Pool Manual
- Creating contract for pool/ deck rental
- Finalized swim lesson schedule for 2022 season and input into Civic Rec
- Advertised for lifeguarding class in February
- Hosted and Attended Texas Public Pool Council Conference that took place at Tremont House
- Provided 4 CPR/ AED courses for Parks and Recreation Department to certify 16 employees
- Attended TPPC Region IV/ GCAA January Meeting
- One employee volunteered as a liaison for TAAF Winter Games of Texas Swim Meet in Victoria, TX
- Registered for Galveston College Job Fair coming up in March
- Met with Occupational Therapy Instructor at UTMB to discuss offering guidance courses for our staff and other ways we might be able to work together
- Met with Director and Maintenance Supervisor on plan to update Chemical rooms and paint restricted parking areas.
- Inventorying lifeguard uniforms
- Current Memberships: Adult – 364, Child – 105, Senior – 339, Military - 90
- Average Daily Attendance for month: 0
- Pocket Park 1
- Created gate attendant training
- Updated job description
- Updating manual
- Ordered uniforms for Pocket Park
- Daily Beach Transactions: 0
- Season Passes Sold: 0
- Total Revenue: \$0



UPCOMING PROJECTS

- Deep clean facility
- Overhaul and update acid room
- Recruiting seasonal staff!!

PLANNING & DEVELOPMENT



LAST MONTH'S ACCOMPLISHMENTS

- Hosted three Pre-Development Meetings.
 - Hosted two Pre-Development Meetings
 - Catherine Gorman participated in the Living Heritage Symposium
 - Daniel Lunsford and Catherine Gorman participated in the Texas Historical Commission's State-wide Historic Preservation Plan project
 - Continued to assist the Planning Commission in their review of the City's Concession regulations
 - Brandon Hill attended the meeting of the Texas Chapter of the ASBPA
- Landmark Commission:
- 22LC-001 1311 18th -Certificate of Appropriateness for Solar Panels
- Planning Commission:
- 22P-001 13928 FM 3005 -Preliminary plat - 24 lots, new infrastructure
 - 22P-002 3417 81st -PUD for Private Street
 - 22P-003 801 Ave E -Replat from 10 Lots to 1
 - 22P-004 413 8th -Replat from 8 Lots to 1
 - 22P-005 3417 81st -Replat from 4 Lots to 17 Lots
 - 22P-006 1 Lakeview -Change of Zoning from R-1 to R-0
 - 22P-007 828 Ave E -License to Use for landscape walls, ADA ramp, and light standards
- Zoning Board of Adjustment:
- 22Z-001 4117 Isla del Sol -Variance - front setback
- Beachfront and Dune Protection Certificates:
- 22BF-001 401 Seawall -Stewart Beach Amenities
 - 22BF-002 1533 Seaside -New beachhouse
 - 22BF-003 18905 Shaman New beachhouse
 - 22BF-004 24131 FM 3005 -Dune walkover
 - 22BF-005 4117 Fiddler Crab -Convert uncovered deck into interior space
 - 22BF-006 4312 Palapa - New beachhouse
 - 22BF-007 26939 FM 3005 Civil infrastructure
 - 22BF-008 11945 FM 3005 Landscaping wall
 - 22BF-009 24125 FM 3005 Beachfront vinyl fence
 - 22BF-010 12223 Hershey Beach Dune restoration
 - 22BF-011 23169 Buena New beachhouse and concrete driveway
 - 22BF-012 2 Grand Beach New beachhouse
 - 22BF-013 401 Seawall Babe's Beach Vegetation Mitigation
 - 22BF-014 4221 Pirates Beachfront remodel/addition of pilings
- Administrative:
- 22LTU-001 4102 Seawall License to Use - surreys
 - 22PLAT-00001 23172 Buena Plat - Two

lots to one

- 22PLAT-00002 4 Caroline Plat - Two lots to one
- 22PLAT-00003 14421 FM 3005 Plat - One lot to two
- 22PLAT-00004 12 Gentry Lane -Plat - One lot to two
- 22PLAT-00005 9 Mariner Pass Plat - Three lots to two
- 22PLAT-00006 4114 Las Palmas Plat - Three lots to two
- 22PLAT-00007 4023 Kent Plat - Two lots to one
- 22PLM-00001 9402 Seawall Coin-Operated Machine
- 22PLM-00002 3102 Seawall Coin-Operated Machine
- 22PLM-00003 1902 45th Coin-Operated Machine
- 22PLM-00004 3328 Ave J Concession renewal
- 22PLM-00005 1402 Seawall Zoning Letter Type A
- 22PLM-00006 2402 Ave Q 1/2 Recreational Equipment Rental Permit - Surreys
- 22PLM-00007 Wildflower Exemption
- 22PLM-00008 Concession renewal
- 22PLM-00009 17196 FM 3005 Concession renewal
- 22PLM-00010 1502 Ave D Bed and Breakfast renewal
- 22PLM-00011 3428 Seawall Concession Renewal
- 22PLM-00012 6200 Seawall Coin-Operated Machine
- 22PLM-00013 22915 Gulf Wildflower Exemption
- 22PLM-00014 2302 Ave B Concession Renewal
- 22PLM-00015 4102 Seawall Recreational Equipment Rental Permit - Surreys
- 22PLM-00016 4211 Ghost Crab Wildflower Exemption
- 22PLM-00017 2323 Ave O Bed and Breakfast renewal
- 22PLM-00018 12818 John Reynolds Wildflower

Exemption

- 22PLM-00019 710 4th Coin-Operated Machine
- 22PLM-00020 5806 Stewart Coin-Operated Machine
- 22PLM-00021 2302 Ave B Concession Park renewal - Saengerfest Park
- 22PLM-00022 2015 Ave E Coin-Operated Machine
- 22PLM-00023 2516 Ave C Temp Parking Lot
- 22PLM-00024 8423 Stewart Concession - The Shepard Mix
- 22PLM-00025 3102 Seawall Concession - Tito's Chow Down
- 22PLM-00026 20731 Sandhill Wildflower Exemption
- 22PLM-00027 5002 Seawall Recreational Equipment Rental Permit
- 22PLM-00028 5201 Ave S Coin-Operated Machine
- 22PLM-00040 1028 Seawall Concession Renewal
- 22PLM-00041 4429 Ave J Concessions Permit
- 22PLM-00042 21510 FM 3005 Concession Park renewal
- 22PLM-00043 2402 Ave E Concession renewal
- CZC2022-01 3104 Ave D Certificate of Zoning Compliance for B&S Catering

POLICE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

Arrests – 554

Calls for service – 5445

Reports taken – 658

Citations - 289

- Seizure of 1644.6 grams of narcotics
- Seizure of 16 firearms
- 23 new gang members identified and documented in TXGANG
- Sergeant Jovan Harris was installed as the President of the Women's Auxiliary and a member of the Advisory Board for the Salvation Army (Galveston County). Sergeant Harris is interested in helping bring about changes to protect the quality of life and well-being of all human beings. She has a grateful heart for fellowship, ministry, and service to our community.
- Gladys Henrietta Jones, 89, of Galveston, passed away Tuesday, January 18, 2022. Gladys served the citizens of Galveston for 51 years. She began her career with the City of Galveston tax office in 1954 before transferring to the police department in 1974. Gladys was a fixture in the police department training division for many years before retiring in

2005. In 2003 she was honored and recognized as GPD Civilian Employee of the Year for her unparalleled support and service to the Galveston Police Dept. In addition to her full-time presence at the Galveston Police Department, Mrs. Jones also worked countless hours for the Galveston College Law Enforcement Academy beginning in 1992. In 2017, the Galveston College Police Academy honored her with its Legacy Award for 30 years of service in Law Enforcement training. In 1976, Gladys was instrumental in the development of the Crime Stoppers program for Galveston County. She devoted 40 years of service to Crime Stoppers, helping to protect the citizens of the City and County of Galveston. Gladys was a truly special person with a selflessness that is very rare, she had a heart for serving her community. As a law-abiding citizen of good moral character who, by her actions, displays respect for the law and support of the law enforcement community, the Galveston Police Department hereby honors Gladys Jones as an Honorary Police Officer, January 19, 2022. May she rest in peace.



PUBLIC WORKS

RECYCLING



LAST MONTH'S ACCOMPLISHMENTS

- Recycling Division processed 100.33 tons of recyclable materials. Including 46.120 tons of paper, cardboard, and plastic, 28 tons of glass, and 26.21 tons of mixed metals.
- Recycling Division continued to meet our monthly sales goal of \$10,000 by receiving \$11,036.69 in commodity sales.
- The Recycling Center had an estimated 14,534 visitors this month, with a daily average 468.
- Recycling Division provided curb-side services for 184 residents, adding 3 new residents to the program.
- Recycling Division continued optimization of the Recycling Center.
- Recycling division completed special projects for the Rosenberg library, Shriners Hospital, the District
- Attorney's Office and the Galveston Historical Foundation.



VIEW REPORTS

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

MUNICIPAL UTILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Installed 20 water taps and 22 sewer taps; replaced 5 existing sewer taps.
- Repaired 54 distribution system leaks, investigated 6 property owner leaks, and responded to 14 low water pressure complaints.
- Line cleaning crews have cleaned 15,843 feet of collection system sewer main; removing 40,420 pounds of debris.
- SL-RAT crew have inspected 24 manholes and surveyed 5,000 feet of sanitary sewer lines around the Cove View Blvd area.
- Hydrant crew has repaired 43 hydrants in Fire District 5.



UPCOMING PROJECTS

- Hydrant crew will be assessing and repairing/replacing hydrants in Fire District 5 and moving to District 7.
- Fuquay, Inc. will be returning to the Terramar Sewer Basin for second wave of rehabilitating sanitary manholes.
- Line-cleaning and CCTV crew will commence proactive measures in the Terramar subdivision.
- SL-RAT crew will continue to survey the Airport WWTP area; including the Campeche Cove subdivision.
- Repair leaks in the distribution system in order to reduce maintenance backlog.
- Install new collection and distribution taps daily.



VIEW REPORTS

[Click here to view the monthly report for Streets, Traffic and Drainage](#)

SANITATION



LAST MONTH'S ACCOMPLISHMENTS

- Sanitation crews completed 665 total requests for service.
- Sanitation crews made 312 trips to the Transfer Station.
- Deposited 2,207.35 tons (4,414,700 lbs) of trash/garbage at the Transfer Station.



UPCOMING PROJECTS

- Continue operations



VIEW REPORTS

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



SCHOLES AIRPORT



LAST MONTH'S ACCOMPLISHMENTS

- **Lease Agreements:** Renewed three aircraft hangar leases and two-vehicle parking leases
- **Lease Assignment:** City Council approved a lease assignment between Xinomahc Ventures, LCC, and Scallywag Air, LLC for a 3,360 sq. ft. hangar located at 8001 N. Apron.



UPCOMING PROJECTS

- **TxDOT Project 2112GALVN:** This \$2,118,100 project is to rehabilitate Runway 18/36. TxDOT Aviation will advertise this project in February, with a pre-bid meeting on February 16, 2022, and the bid opening on March 8, 2022. The bid opening for this project is March 8, 2022. Work will begin in May or June 2022.
- **Airport Advisory Committee Meeting:** The Airport Advisory Committee will hold a virtual meeting at noon on February 8, 2022. The Committee will consider a request to change the name of Terminal Drive to Fen Waters Drive, consider a request by Moody Gardens to host an air, car, and boat show August 12-13, 2022, and discuss plans on ways to commemorate the airport's 90th birthday on May 14, 2022.
- **Hangar 18, Unit 2 Top Door Rail Replacement Project:** John A. Walker Roofing will fabricate and replace the corroded top door rail in Unit 2. Work is expected to be completed by the end of March.



VIEW REPORTS

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