



NOVEMBER 2022

CITY MANAGER'S **REPORT**

WWW.GALVESTONTX.GOV/CITYMANAGERSREPORT

A MESSAGE FROM OUR CITY MANAGER



Hotel occupancy tax, the fees paid by visitors staying in hotels, motels, and short-term rentals, have been a much-discussed topic recently, so we wanted to provide an update.

Earlier this year, the Galveston City Council enacted two ordinances directing the Park Board of Trustees to place most Hotel Occupancy Tax funds, collected by the Board as the City's agent, into the City depository. These ordinances were needed to reestablish consistency with state law and for elected officials to better oversee tax revenues.

The City Council provided in the ordinances that the Park Board would retain 112 days of operating expenses and 120 days of reserve funds from

the HOT funds held in the Park Board's accounts. That will facilitate and support Park Board operations and funding needs in the short term.

City staff will continue working with Park Board staff to draft a contract governing HOT funds for adoption by the Council in March to cover the remainder of the fiscal year.

The City and the Park Board have worked together in an atmosphere of enhanced communication. Our ultimate objective is to be transparent as trusted custodians of the taxpayers' funds consistent with state and local laws.

*Sincerely,
Brian Maxwell*

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CITY MARSHAL



LAST MONTH'S ACCOMPLISHMENTS

- 11 Public Nuisances were abated.
- 56 Court cases heard in Municipal Court
- 1 Housing Abatement cases
- 81 Complaints received
- 23 Complaint based cases
- 269 Self-initiated cases
- 1265 Total investigations
- 24 Vehicles Towed
- 42 Vehicles Red Tagged
- 32 Residential Parking Permits issued
- 44 Visitors passes
- 55 Golf Carts permitted
- Regular Parking Violation – 1,950 citations
- Lone Star Rally (Nov 2nd - 6th) Enforcement:
- Parking Citations- 55
- City Ordinance Violations- 20
- Parking Warnings- 29
- City Ordinance Warnings- 26
- Class C Violations- 37
- Tows - 39
- Arrests Made- 1
- Warrants - 10
- Staff attended East End Historical District First Responder's Pot Luck on Nov.12th.



UPCOMING PROJECTS

- Staff available to work any Holiday Event function as needed



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
- Completed fall Galveston University program
- Assisted with Blue Santa, holiday parade and other holiday preparations
- Promoted improvements at all island tennis courts
- Continued collaboration with Municipal Services for a communications plan on the AMI project and the stormwater masterplan project
- Provided audio/visual assistance for City Council, planning commission, landmark commission and zoning
- Planned holiday party and employee gifts
- Represented the city at various community events and meetings and solicited public feedback



UPCOMING PROJECTS

- Schedule and promote spring session of Galveston University
- Prepared for public hearing on stormwater master plan
- Execute employee holiday party
- Host holiday parties at the recreation centers
- Implement ride share program with GPD as part of the #GetHomeSafe initiative

LAST MONTH'S VIDEOS

- [Lone Star Rally](#)

SPECIAL EVENTS



LAST MONTH'S ACCOMPLISHMENTS

- November 3-6: Lone Star Rally
- November 13: Seawalk / Walk The Wall
- November 15: Leon's BBQ Customer Appreciation Event
- November 19: Galveston Island Market – Cancelled due to Inclement Weather
- November 24: Turkey Trot
- November 26: UJAMAA Festival



UPCOMING PROJECTS

- December 2-4: Dickens on the Strand
- December 10: Holiday Parade
- December 10: Our Lady of Guadalupe Procession
- December 10: Hogwarts Christmas Village
- December 10: Tin Cups Chili Cook-off
- December 17: Galveston Island Market
- December 18: Santa Hustle 5K & Half Marathon
- 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 November 4](#)
- [Legislative Report November 14](#)
- [Legislative Report November 18](#)

DEVELOPMENT SERVICES



LAST MONTH'S ACCOMPLISHMENTS

- Continued the update process of the 2021 Code Changes.
- Continued to finalize the CRS Report.
- The Floodplain Administrator/Building Official continued to work with the Texas Water Development Board on the CAV
- The City will began working with Calhoon Consultants on the CRS Re-certification for the City's community rating system
- Staff passed the Certified Backflow Assembly Test
- Staff passed the Commercial Building inspector exam
- Staff passed the Residential Plumbing inspector exam
- Staff passed Texas state Plumbers Certification exam
- [Inspections Completed](#)
- [Permits Issued](#)



UPCOMING PROJECTS

- We will be sending the code changes to the Building Board of Adjustments for approval
- Continued to finalize the CRS Report
- Staff will take the Commercial Plumbing Exam
- Staff will be taking the State Plumbing Exam

ENGINEERING & CONSTRUCTION



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
- Culvert survey to determine as-built flow line of ditches and outfalls and corresponding construction staking – 7
- Temporary License to use (TLTUs) – 8
- Residential house move permit – 0
- **Projects in Development Phase:**
- 14th Street Construction Phase Engineering Services – City Council approved a pre-positioned agreement at the June City Council Meeting. No new activity, still waiting for FEMA Approval of Plans.
- 14th Street Construction Owner's Representative Services – City Council approved a pre-positioned agreement at the June City Council Meeting. No new activity, still waiting for FEMA Approval of Plans.
- **Projects in Design Phase:**
- South Shore Stormwater Pump Station Grant (Design & Construction \$57M) – Field survey and geotechnical investigation completed. The engineer continues performing hydraulic modelling, developing exhibits of the preliminary site layout, continued developing culvert sizing for the conveyance/collection system and is developing recommendations for backup power generation. This project is ongoing.
- Stormwater Master Plan – The consultant has developed the existing conditions model and is working on calibrating the model based upon known event flooding to determine accuracy based upon known events. A DRAFT Data Collection Technical Memorandum has been submitted to the City for review and comment. The consultant presented a project status update to the City Council on November 17, 2022.
- 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
- 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.
- 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.
- Senate Bill 3 Water Utility Emergency Preparedness Plan – The deliverable has been submitted to TCEQ for review and comment. TCEQ provided comments to the initial submittal requesting additional information/clarifications be made. The City’s consultant prepared the revisions and submitted this to TCEQ for approval.
- Skymaster Road Boat Launch – Following council approval in October the contract was finalized with the consultant and a project kickoff meeting was scheduled for December 6, 2022.

Projects in Construction:

- Avenue S Reconstruction from 53rd to Seawall (thru Galveston County) – The Contractor is working on installing the new water main along Avenue S between 53rd and 51st Streets. The project is ongoing with utility work commencing, with pavement reconstruction and sidewalk improvements in progress. This project is ongoing and continuing eastward along Avenue S.
- Island Transit Flood Dewatering VFD Pumps, Generator and Elevated Platform – The on-site demonstration of the operation of the installed equipment was performed and the City is working with the Contractor on beginning closing out the construction phase.
- 18th Street Storm Drain Improvements – Work to the south of Harborside is complete and the Contractor requested a partial substantial completion walkthrough. City Staff, the design engineer, and the Contractor conducted a physical walkthrough of the project corridor to south of Harborside Dr. A punch list of work needing to be corrected/touched up was developed and the Contractor is preparing to complete the items on this list. The Contractor continues to work on the construction of the outfall structure at the ship channel. The coffer dam has been constructed and the Contractor is preparing to begin driving foundation support piles into the ground for the bulkhead tieback system. Construction is ongoing.
- Church Street Storm Drain Improvements –

33rd to 37th Streets –The Contractor completed the roadway subgrade stabilization and is finalizing elevations in preparation of placing the new asphalt concrete pavement. Construction is ongoing.

- **35th Street Storm Drain & Utility Improvements** – The Contractor continued working on stabilizing the roadway subgrade soils in preparation of replacing the driving surface. Construction is ongoing.
- **Airport PS and new MG Ground Storage Tank #1**
- **Airport PS Disinfection Upgrade**
- **37th St. Improvement Project** – Installation of the proposed utilities has slowed while the Contractor focused work efforts this month on identifying all existing utilities that will cross the proposed improvements along the corridor and identify potential conflicts. Based upon the results, the Contractor has decided to focus construction efforts on installation of the new water main along the 37th Street Corridor. Construction is ongoing for both project segments: Broadway & Avenue P and Avenue P and Seawall Blvd.
- **23rd Street Reconstruction from Broadway to Seawall (thru Galveston County)** – The Contractor adjusted the sequence of work to allow for remediation efforts of the petroleum substance encountered at Broadway & 23rd Street and

shifted the work zone to perform work along Avenue K between 21st & 23rd Streets. The Contractor also relocated a 12-inch waterline that was found to be in conflict with the proposed storm drain improvements. Construction is ongoing.

- **23rd Street Downtown Corridor** – Construction of this project is continuing with the Contractor working on the east side of the street between Church and Market Streets. Work is progressing northward along 23rd Street. Construction is ongoing.

FACILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Maintenance on the Crockett Battery Park shade structure, light poles and benches is ongoing.
- City Hall window project is currently waiting on the new Terracotta stones to be manufactured, delivered and installed.
- Painting in Fire Station #4 is ongoing.
- Seawall illuminated bollard project has been completed.
- The Rosenberg tree lighting project has begun.
- Landscaping work at City Hall has been completed.
- Contractor to preform startup on the emergency generator at the Trolley Barn.
- Handled and completed 331 work orders.



UPCOMING PROJECTS

- Ongoing maintenance on the shade structure, light poles, tables and benches at Fort Crockett Battery Park.
- Ongoing City Hall Windows Repair Project.
- Crescent Electric is set to begin the installation of the electrical bollards in the esplanades on Rosenberg for the RGB/LED Tree lights
- Ongoing painting inside Fire Station #4
- City Hall 4th floor demolition project will begin

BUDGET



LAST MONTH'S ACCOMPLISHMENTS

- Rolled Encumbrances and Budget Carry Forward in Banner Financial System
- Assist Accounting team with FY2022 budget compliance entries
- Prepare 4th Quarter Budget Report



UPCOMING PROJECTS

- Distribute 4th Quarter Budget Report
- Prepare 4th Quarter FY2022 Budget Amendment
- Publish and distribute the FY2023 Adopted Budget
- Submit entry for Distinguished Budget Presentation Award for the Adopted Budget FY2023
- Continue review of FY2022 budget to actuals for final budget compliance entries

PURCHASING



LAST MONTH'S ACCOMPLISHMENTS

- Awarded Contract to Blue Cross Blue Shield for Stope Loss on RFP 23-02
- Opened RFQ 23-01 Engineering and Design Services for Scholes International Airport
- Advertised RFP 23-01 Feasibility Study of Repairing Maintenance Facility
- Opened Bid 23-01 for Island Transit Lubricants
- Opened Bid 23-02 for Island Transit Tires
- Advertised Bid 23-04 for Standby Emergency Generator



VIEW REPORTS

- View the report [here](#)



UPCOMING PROJECTS

- Facilitating bids for the Recycling Office Building.
- Drafting Solicitation for Vending Services
- Drafting Solicitation for City Comprehensive Plan
- Drafting Solicitation for Beach Survey
- Drafting Solicitation for 14th Street Pump Station
- Drafting Solicitation for Sanitary Lift Stations 6, 8 & 26
- Facilitating the negotiations for Armored Car Services
- Drafting Solicitation for Sandhill Crane Soccer Complex
- Drafting Solicitation for City Hall 4th Floor furniture
- Drafting Solicitation for City Hall 4th Floor Remodel
- Drafting Solicitation for 61st Street Property for sale
- Drafting Solicitation for 61st Street Property Remediation
- Drafting Solicitation for CAD/RMS System (Police Dept)
- Drafting Solicitation Parks and Concessions Services
- Drafting Solicitation for Disaster Consulting Services
- Drafting Solicitation for Sanitary Sewer Rehab
- Evaluating Solicitations for CBDG Grant Administrative Services
- Drafting Solicitation for City Hall East Side Terracotta Stone Work Repairs and Waterproofing
- Drafting Solicitation for Transfer Station Operations
- Drafting Solicitation for Liquid Ammonia Sulfate (LAS) Chemical
- Drafting Solicitation for 6 Lift Station Rebuilds for various locations
- Drafting Solicitation for Storage Tank Rehab 59th Street
- Drafting Solicitation for Storage Tank Rehab Airport
- Drafting Solicitation for Storage Tank Rehab UTMB
- Drafting Solicitation for Pirates Beach Waste Water Treatment Plant
- Drafting Solicitation for 10 Mile elevated Road Storage Tank
- Drafting Solicitation for Grant Writing and Administration (Island Transit)
- Drafted Contract for Skymaster Boat Ramp.
- Drafting Solicitation for Liquid Ammonia Sulfate (LAS) Chemical
- Drafting Solicitation for Rec Center Lobby Redesigns
- Drafting Solicitation for City Secretary Furniture
- Drafting Solicitation for Software and Implementation Services for Enterprise Resource Planning (ERP) Software Systems Environment
- Drafting Solicitation for Airport Control Tower Window Replacement

CUSTOMER SERVICE



LAST MONTH'S ACCOMPLISHMENTS

- Continue to encourage e-bills and autopay
- Began testing the billing process for the AMI meters
- Review mass meter change out file from the contractor to ensure accuracy

Performance Measures	FY 2019	FY 2020	FY 2021	FY 2022	Oct-22	Oct-22
Meters re-read manually	364	550	321	602	734	607
Adjustments	2,090	1,536	2,003	2,375	249	149
Adjustments (\$\$\$)	\$ 374,840	\$ 341,172	\$ 373,460	\$ 208,133	\$ 94,456	\$ 23,085
Water Bills emailed			73,149	75,338	6,687	7,438
Water Bills Mailed Out	255,015	255,470	245,009	233,831	19,248	19,212
Outstanding "water concern" emails received	236	309	323	281	12	4
Outstanding "water concern" emails completed	300	509	306	210	11	4
Service Orders	20,806	15,078	18,437	18,967	2,056	1,679
New Customer connections	3,239	3,556	3,483	3,660	232	210



UPCOMING PROJECTS

- Continue participation on the core team relating to the AMI implementation project

ACCOUNTING



LAST MONTH'S ACCOMPLISHMENTS

- Completed the implementation of GASB 96 – Subscription based IT arrangements

Performance Measures	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ACTUAL
Number of vendor payments complete	7,162	8,430	5,768	5,791	5,476	5,103	5,926	5,039	826
Number of checks as percent of total vendor payments	99.47%	98.70%	96.83%	95.65%	91.07%	85.07%	75.41%	74.94%	75.06%
Number of electronic payments as a percent of total vendor payments	0.53%	1.30%	3.17%	4.35%	8.93%	14.93%	24.59%	25.06%	24.94%
Number of funds managed	260	270	274	282	284	118	124	126	130
Investment Portfolio (Millions)	\$98	\$103	\$153	\$145	\$139	\$169	\$150	\$162	\$215
Interest Earned (Thousands)	\$428	\$644	\$867	\$2,247	\$3,247	\$1,923	\$81	\$173	\$384
Number of FEMA like PW's closed out	19	24	25	3	5	1	16	11	0
Number of FEMA like PW's finalized	4	262	28	38	56	31	25	28	1
Number of FEMA Harvey PW's closed out				9	10	2	10	0	0
Number of FEMA Harvey PW's finalized						3	14	0	0
Number of bank accounts reconciled	27	27	30	31	34	34	34	34	34



UPCOMING PROJECTS

- Complete the implementation of new module in Gravity for debt management
- Prepare FY22 comprehensive financial statements

MUNICIPAL COURT



LAST MONTH'S ACCOMPLISHMENTS

- View the report [here](#)

FIRE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- Confine space training with West Gulf Marine employees
- 2022 Motorcycle Rally
- Continued efforts to implement the MDRT program for Galveston
- USS Texas walk through and training

ACCIDENT MAJOR	50	7.3%
ASSIST BY FIRE	42	6.1%
CARDIAC OR RESPIRATORY ARREST	1	0.1%
CHOKING	2	0.3%
DROWNING / DIVING / SCUBA ACC	3	0.4%
DUMPSTER TRASH FIRE	2	0.3%
ELECTRICAL PROBLEMS SPARKS	10	2.8%
FIRE ALARM	116	16.9%
FIRE OUTSIDE	4	0.6%
FIRST RESPONDERS	309	45.0%
GAS LINE BREAK LEAK	3	0.4%
HAZMAT	2	0.3%
OVERDOSE / POISONING	1	0.1%
PENETRATING TRAUMA	2	0.3%
POWER LINES DOWN TRANSFORMER	17	2.5%
RESCUE	17	2.5%
SMELL OF SMOKE GAS INSIDE	14	2.0%
SMELL OF SMOKE GAS OUTSIDE	11	1.6%
STRUCTURE FIRE	12	1.7%
UNCONSCIOUS	51	7.4%
VEHICLE FIRE	5	0.7%
WASHDOWN	3	0.4%
Total:	686	100.0%



UPCOMING PROJECTS

- Dickens Event
- Touch The Truck Event
- MDRT Planning
- Final Installment of ESO Management Software



LAST MONTH'S ACCOMPLISHMENTS

- **Mechanics worked on**
- **Total pieces of equipment with work orders - 219**
- **Total work orders - 484**
- **598 vehicle work orders within the month and performed.**
- **Repairs from PM's Services - 66**
- **General Repairs - 475**
- **Accident Repairs - 10**
- **Other Repairs - 4**
- **Road Calls - 75**
- **Add On Item - 6**
- **Preventive Maintenance Services - 240**
- **Warranty - 1**
- **Non-Vehicle Repair - 15**
- **Provided 51,398 gallons of fuel for the city and outside organizations.**
- **New decals for older fleet vehicles with new designs.**



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
- Davis Bacon – (HUD Regulatory Requirement)
- Staff reviewed certified payrolls for the CDBG projects that invoke the Davis-Bacon Act
- Tenant-Based Rental Assistance Program (TBRA) – (HUD Regulatory Requirement)
- To date, assisted a total of 68 LMI households with rental assistance for one (1) year and security deposit
- Staff determined three (3) Low-income households eligible for assistance
- Staff issued two (2) coupons and performed six (6) Housing Quality Standards inspections
- Staff received applications and are processing intake reviews
- 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 review of Federal Communications Commission Affordable Connectivity Program Outreach Grant information for City Management
- Provided Fair Housing information for Hazard Mitigation Grant application
- Provided assistance for 87 homeowners with housing information, 26 homebuyers for homebuyer assistance program, 7 for Covid-19 Testing, 65 inquiries for Galveston County housing program, and over 200 phone inquiries for rental assistance
- Training Webinars – (HUD Regulatory Requirement)
- Staff participated in Davis-Bacon Labor Standards training webinar
- Staff participated in HOME ARP Allocation Plan training webinar
- Staff participated in Lead Safe Housing Rule training webinar
- Staff participated in Section 3 Final Rule – office hours webinar
- Grants & Housing Dept. Staff Transition
- Coordination with Human Resources for Director and Accounting Specialist positions
- Staff training for Director and accounting duties



UPCOMING PROJECTS

- **CDBG Reallocation – (HUD Regulatory Requirement)**
- **Complete reallocation of CDBG unused funding for the Cornerstone Neighborhood streetlights**
- **Council approval of Cornerstone area reallocation**
- **Complete environmental review process and request HUD release of funds**
- **2021 Street Repaving Project – (HUD Regulatory Requirement)**
- **Complete the additional environmental review process for completion of the project**
- **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 HUD training webinars**

HUMAN RESOURCES



LAST MONTH'S ACCOMPLISHMENTS

- Held four New Hire Orientations.
- Coordinated the City's participation in the ABC 13 42nd Annual "Share Your Holidays" food drive benefiting the Houston and Galveston County Food Banks.
- Held annual Open Enrollment for all City Employees with partner Blue Cross Blue Shield of Texas.
- Assisted with the coordination of the annual Employee Holiday Celebration.
- Hosted hiring event to fill vacancies in the Island Transit department.
- Held Civil Service Lateral and Entrance Exams for the Police Department.
- Hosted the Galveston Health Board Meeting.
- Continual involvement in processing employee new hires, promotions, salary changes, civil service activity, and unemployment hearings.
- Continued support of City Departments in filling job vacancies.



UPCOMING PROJECTS

- Complete all benefit changes made through Open Enrollment which will become effective January 1, 2023.
- Host a Civil Service Commission election of new Chair and Vice-Chairman
- 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 21 addresses/domains related to phishing or spam.
 - Completed the reconfiguration of the city telephone system phone tree and closed out the telephone system upgrade project
 - Decommissioned 4 servers at the disaster recovery center and prepared for surplus
 - Tier 1 support completed 202 calls for service
- Completed encumbrance roll and budget carry forward for new budget year
- Generated 9 custom reports for departments
- Deployed the final units for the annual equipment fresh project
- Begin transitioning Building staff from desktops to laptops
- Cutover and placed the Fire Department FRMS software system into productive use



UPCOMING PROJECTS

- Kick off the implementation of the Sanitation route management software solution
- Kick off the annual upgrade of the banner Finance and HR software system
- Kick off the completion of a needs assessment project for the Police Department RMS/CAD system replacement project
- Finalize data conversion for the Fire RMS system replacement and close the project
- Continue project activities on the AMI project
- Complete phase I project activities for the ERP system replacement project
- Continue the IT service desk replacement software solution
- Continue the drainage assessment project and rate fee project
- Continue phase 2 of the O365 migration project
- Accela software system changes project
- Continue the Laserfiche software system changes project
- Make system configuration changes and testing and complete testing to accommodate 9/80 work schedules
- VUEWorks software system upgrade project
- Needs assessment and subsequent upgrade to the audio system in RM 204
- Citywide security camera needs assessment and update project
- Continue project initiatives to replace secure 32 with Intellectcheck
- Complete liquidation of surplus assets

Information Technology

GIS Division



LAST MONTH'S ACCOMPLISHMENTS

- Completed thirteen (13) GIS map and data requests consisting of twenty (20) items:
- Updated sanitary sewer overflows layer with October's overflows
- Sent data on short term rental restricted subdivisions and the Galveston city limits
- Uploaded Galveston City Boundary feature class to SDE
- Printed 2 copies of a site plan for the City Hall parking lot
- Printed 4 copies of a city council districts map
- Reviewed and pushed updates for Zoning Districts, Zoning Overlay Districts, Galveston Landmarks, and RTHL.
- Updated coordinates area of work and overview feature classes and updated area of work with coordinates map with smaller area
- Voting Information - updated early and election day voting locations
- PW Water Fittings - Created new featureclass for all water utilities fittings. Loaded 22,296 features, such as taps and tees.
- PW Sanitary Sewer Fittings - Created new featureclass for all water utilities fittings. Loaded 3,695 features, such as taps and tees.
- PW Storm Sewer Fittings - Created new featureclass for all water utilities fittings. Loaded 8,849 features, such as taps and tees.
- PW Channel - Created new featureclass for Water Channels, includes Gulf and Bay
- Grease Traps - Created new layer for the portal, added attributes, published to the Portal.
- Completed four (4) City Wide and GIS Users GIS Support requests of twenty-four (24) items:
- Created four (4) user accounts for ArcGIS online
- Terminated Employees - Removed eighteen (18) terminated employees as users from GIS Portal, ArcGIS Online and GIS databases.



UPCOMING PROJECTS

- Public Utilities ArcGIS Utility Network
- Work for contractor to prepare for migration to the ESRI utility network
- Received Data Analysis and reviewed. Preparing applications for PW staff to correct error in the data.
- Began Data Scrub Effort.
- Continued development of the City Staff GIS training program
- Public Utilities data scrub and migration to the Utility Network Data Model
- Create project plan for ArcGIS upgrade
- Migration from ArcGIS Collector and Explorer to ArcGIS Field Maps (December 2022 or beyond).

ISLAND TRANSIT



LAST MONTH'S ACCOMPLISHMENTS

- [Fixed route ridership: 12,506](#)
- [Seawall route: 1,155](#)
- [Streetcar: 176](#)
- [Monthly expenses: \\$262,856](#)
- [Island Transit Monthly Report](#)



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
- Assisted Citizens in Locating Family Plots at All City Owned Cemeteries
- Cleaned graffiti in parks and playgrounds
- Continued marking all baseball and softball fields daily for league play.
- Continuing to line and set-up Soccer Field for youth soccer.
- Began resurfacing Lasker Park tennis court
- Overseeded Lassie League and Crockett Park ball fields with rye grass.
- Assembled large outdoor Christmas trees at City Hall and the Historic Water and Electric Light Community Center
- Installed signage at Menard Park Victory Garden



UPCOMING PROJECTS

- Renovating Hooper Field (fencing, bleaches and lighting)
- Run electrical and up lighting to palm trees at Menard Park for Holiday season.
- Skinning palm trees on 25th Street for Christmas lighting
- Water fountain restoration project at Kempner Park
- Design Stages of Sandhill Crane Soccer Complex
- Design Stages of Jones Park Renovation
- IDC Parks Package 3 and 4 Projects
- Install storage area at Crockett Park
- Resurfacing of tennis courts at Menard and Lindale Parks

RECREATION & ADMIN



LAST MONTH'S ACCOMPLISHMENTS

McGuire-Dent Membership Totals:

- Adults: 2386
- Seniors: 1030
- Youth: 747
- Military: 308
- Daily Pass (Adults & Seniors): 94
- City Employee Passes (All Access to Pool and Parks): 64

Wright Cuney Membership Totals:

- o Adults: 565
- o Seniors: 118
- o Youth: 612
- Held Community Meetings For/With: Parks & Recreation Advisory Board, Better Parks for Galveston, The Families, Children & Youth Board, Cultural Arts Commission, Tree Committee and Galveston Ukulele Society.
- Continued After School Youth Programs & Adult/Senior Programs during Day
- Began Adult Arts & Crafts Classes: H.A.P.P.Y. (Holiday Art Paint Projects for You) November
- Staff attended the Texas Amateur Athletics Federation Meeting on October 19.
- City Council approve the Galveston Arts and Culture Plan
- Begin planning for additional staff training
- Hired Zumba Instructor and began classes on November 28
- Continued to work on improvements to policies, procedures, facility documentation, waivers, etc.



UPCOMING PROJECTS

- Hiring Daytime Yoga & Chair Yoga Instructor
- Continue to Review & Update Programs, Policies, and Procedures
- Staff Training including CPR, Front Desk, Cash Handling and Child Abuse Recognition
- CDBG-Cares Act Projects including Renovation of Front Desk and Lobbies at McGuire-Dent and Wright Cuney Recreation Center

AQUATICS



LAST MONTH'S ACCOMPLISHMENTS

- Staff is working on Community Classes CPR/ Babysitter Training/Lifeguard Training to be offered in the next few months
- Staff is working on Community Events Polar Plunge/Daddy Daughter Dance/Easter at Pool, Etc....
- 4 participants have registered for Polar Plunge on January 7th, Registration opened on 11/30/22
- Preparing for 2023 pool season
- Police Department using pool for training
- Current Memberships: Adult – 309, Child – 100, Senior – 171, Military – 31
- Average Daily Attendance for month: 0
- Pocket Park 1
- Preparing for 2023 season
- Getting quotes for season passes and tickets
- Daily Beach Transactions:0
- Season Passes Sold: 0
- Total Revenue: \$0



UPCOMING PROJECTS

- Plan for upcoming events department wide
- Overhaul and update acid room
- Deck cover for party deck

PLANNING & DEVELOPMENT



LAST MONTH'S ACCOMPLISHMENTS

- Hosted two Pre-Development Meetings
- Staff presented to the Galveston Historical Foundation's African-American Heritage Committee about the Galveston Landmark Program
- Landmark Commission:
 - 22LC-051 613 15th Certificate of Appropriateness for replacement of lower and upper level doors
 - 22LC-052 1124 Ave F Certificate of Appropriateness for Garage Apartment
 - 22LC-053 1416 Ave H Certificate of Appropriateness for Front Door Replacement
 - 22LC-054 1207 Ave D Request to Extend Deadline Established by Case 22LC-018
- Planning Commission:
 - 22P-080 1515 Bayou Shore Replat 2 into 3 in R-1
 - 22P-081 5401 Ave P 1/2 Replat - From One Lot to Two
 - 22P-082 12827 John Reynolds New beachhouse
 - 22P-083 11719 Beachside New beachhouse
 - 22P-084 12215 Hershey Beach Exemption request for two neighboring beach houses
 - 22P-085 2504 Ave J Planned Unit Development for BlueWave Car Wash
 - 22P-086 13733 Stewart Preliminary Plat - New Subdivision
- Zoning Board of Adjustment:
 - 22Z-011 4502 Ave R Variance - lot requirements
 - 22Z-012 21227 Gulf Special Exception for Front Setback
- Beachfront Construction/Dune Protection Permits:
 - 22BF-122 11228 Reagor Driveway
 - 22BF-123 Stewart Beach Park and Beach Seaward of Seawall Blvd between 61st – 75th Streets, Galveston, Dune Planting
 - 22BF-124 4210 Rum Bay Hay bale core dune restoration
 - 22BF-125 22906 Buena New beachhouse
 - 22BF-126 12223 FM 3005 Beachfront neighborhood infrastructure
- Planning Administration:
 - 22LTU-019 4502 Ave R License to Use - canopy
 - 22LTU-020 414 22nd License to Use - Canopy
 - 22PLAT-00049 2627 Ave L Replat to reconfigure common lot line
 - 22PLAT-00050 715 7th Replat 2 Lots to 3 Lots in UN
 - 22PLAT-00051 1901 23rd Replat 1 Lost to 3 Lost in UN
 - 22PLM-00141 3104 Ave D Temp Concession
 - 22PLM-00142 1128 Seawall Temp Concession
 - 22PLM-00143 3128 Seawall Temp Concession
 - 22PLM-00144 3128 Seawall Temp Concession

- 22PLM-00145 3128 Seawall Temp Concession
- 22PLM-00146 1002 47th Concession - Sandy's Best Food
- 22PLM-00147 1907 Ave E Temporary parking lot - Lone Star only
- 22PLM-00148 1002 47th Concession
- 22PLM-00149 2424 Ave E Temp Concession
- 22PLM-00150 3104 Ave D Temp Concession
- 22PLM-00151 6303 Ave J Zoning Letter Type A
- 22PLM-00152 913 41st Concession - move from 3927 Broadway to 913 41st
- 22PLM-00153 2002 Ave F Boarding House 2022 Renewal
- 22PLM-00154 2006 Ave F Boarding House 2022 Renewal
- 22PLM-00155 2028 Ave B Concession
- 22PLM-00156 4925 Fort Crockett Zoning Verification Letter - Type A
- 22PLM-00157 2516 Ave C Temp Parking Permit
- 22PLM-00158 1907 Ave E Temp Parking Permit
- 22PLM-00159 21510 FM 3005 Temp Concession - Holiday Celebration
- CZC2022-20 1002 47th Certificate of Zoning Compliance - Mae's Park
- CZC2022-21 4619 Fort Crockett Certificate of Zoning Compliance - Beach Bunny Frozen Yogurt
- CZC2022-22 1813 61st Street Certificate of Zoning Compliance - Freeway Insurance

POLICE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- 4921 Calls for Service
- 634 Reports taken
- 370 arrests
- 45 arrests related to Impaired Driving

- Galveston Police Department was given the opportunity to participate in Galveston's first "Philanthropitch". Partners from within the city provided us with \$10,000 to give away to a nonprofit group of our choice. Galveston's own Farmers Market came out on top as a result of the programs that they provide to children within the city.
- Collectively joined the efforts of GCPAAA in a shoe drive that will benefit children in third-world countries. At this point in the drive, at least 500 lbs. of shoes have been collected.
- The annual GPD Blue Santa efforts are in full effect! We have a little under 1000 children signed up. We were also able to host a toy drive that yielded 400+ new toys to assist with our efforts. Stay tuned!
- This month's meetings included Salvation Army Auxiliary Meeting, Vision Galveston, Lighthouse Charity Team meeting, Community Revitalization Summit as well as Restoration Ministries meeting.
- Coordinated joint efforts with the Galveston Police Department CPAAA to raise awareness of what their program facilitates. Through our efforts, we were able to raise funds to be used for the purchase of food and beverages for the officers during such tumultuous temperatures.
- Successfully coordinated the distribution of brand-new basketball shoes to a very deserving group of children from Central Middle School. These children would not have otherwise been able to play without the items provided. This initiative was a joint effort of all the members of the Galveston Police Department.
- Efforts have continued for the Strengthening Police & Community Partnerships program, meeting will resume in January 2023

PUBLIC WORKS

RECYCLING

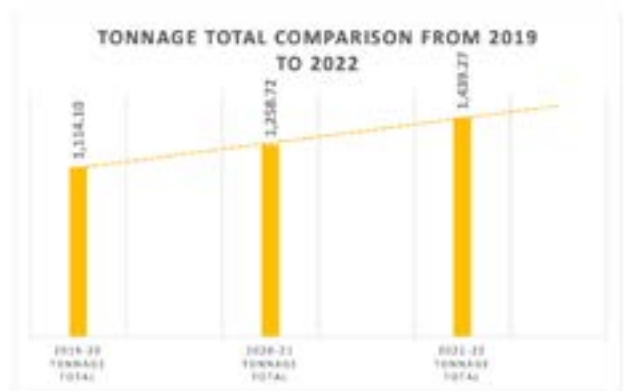


LAST MONTH'S ACCOMPLISHMENTS

- Recycling Division processed and staged 126.27 tons of material in the month of November 2022. Including 62.95 tons of paper, cardboard, and plastic, 17.36 tons of glass, 20.96 tons of mixed metals, and 25.00 tons of concrete to support the on-going water meter replacement project.
- Recycling Division received \$8,542.96 in commodity rebate sales for the month of November 2022.
- The Recycling Center had 19,240 visitors to the Recycling Center for processing this month as well.
- Recycling Division also completed support projects for Shriners Hospital and The Rosenberg Library who donated several tons of metal book shelving for processing through the Galveston Recycling Center.
- Recycling Division completed our weekly pick-

up services for all internal City Divisions, Galveston College, Galveston ISD Schools, and Administration Offices.

- Recycling Division also provided curb-side services for 196 residents.



VIEW REPORTS

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

MUNICIPAL SERVICES



LAST MONTH'S ACCOMPLISHMENTS

- Installed 27 water taps and 10 sewer taps
- Repaired 69 distribution system leaks, investigated 3 property owner leaks, and responded to 11 low water pressure complaints.
- Line cleaning crews have cleaned 15,484 feet of collection system sewer main; removing 65,280 pounds of debris.
- SL-RAT crew have inspected 95 manholes and surveyed 16,800 feet of sanitary sewer lines.
- Hydrant crew has inspected and repaired 29 hydrants.
- Sanitary Sewer Smoke testing commenced in Point West, Playa San Luis and Laguna San Luis uncovering 37 cleanouts in need of repair.
- 49 composite manhole covers have been installed in the Terramar sewer shed.
- 51 Cleanouts fixed in the Terramar sewer shed



UPCOMING PROJECTS

- Hydrant crew will be assessing and repairing/replacing hydrants in Bayou Shores and Lasker Park Neighborhoods.
- Line-cleaning and CCTV crew begin proactive measures in Lasker Park Neighborhood.
- Trunk line cleaning crew will begin proactively cleaning the 51st street line and Harborside line.
- SL-RAT crew will continue to survey the Lasker Park neighborhood.
- The valve exercising crew will begin proactive measures in the Beachtown Neighborhood.
- Sanitary Sewer line smoke testing will continue in Terramar, Isla Del Sol and Sea Isle.



VIEW REPORTS

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

STREETS & DRAINAGE



LAST MONTH'S ACCOMPLISHMENTS

- Installed 2 culverts
- Mowed and cut 49,460 liner feet
- Crews have cleaned 2,045 feet of storm drains and inlets
- Crews repaired 4 bridge blocks
- Repaired 40 potholes
- Utility cut crews completed 38 street repairs
- Street sweepers cleaned 15 miles of street surfaces



UPCOMING PROJECTS

- Mill and Overlay crew will be working on tree streets and will be in Bay Harbor
- Clean 19th Street main lines from Broadway to Ave O
- Repair manhole covers and bridge blocks
- Upgrade manhole covers on K from 46th to 51st

TRAFFIC



LAST MONTH'S ACCOMPLISHMENTS

- Lone Star Rally
- Bicycle Lanes Stewart Road (7 1/2 mile Road to 75th Street)



UPCOMING PROJECTS

- Dickens on the Strand (special event)
- Santa Hustle (special event)
- Illuminated Street Signs on Broadway repair/replace completion
- Sand Fencing installation complete Pirates Beach
- Special Events

SANITATION



LAST MONTH'S ACCOMPLISHMENTS

- Sanitation provided staff and equipment to support the Lone Star rally in November. We deposited 44.41 tons to the transfer station from the Rally.
- Sanitation crews completed total requests for service.
- Sanitation crews made 461 trips to the Transfer Station.
- Deposited 2,447.08 tons (4,894,16. 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

- **TxDOT Project 2012 GLVST:** On November 9, we performed the one-year warranty inspection to ensure the asphalt sections of Runway 14/32 and spall repairs to the North Apron to inspect for any deficiencies that need correcting under warranty. This project is now closed out.
- **TxDOT Project 2112GALVN:** On November 3, Ambrozi finished the spall and joint seal repair work on Runway 18/36. No discrepancies were noted during the final walkthrough.
- **Galveston University:** On November 9, attendees received an overview of the airport operations and toured a Sikorski S-92 helicopter.
- **TxDOT Project 2212GALVN:** On November 21, this \$2,389,200 project to rehabilitate the South Apron and the South Ramp started. This project is scheduled to take approximately five months.



VIEW REPORTS

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

SCHOLES AIRPORT



UPCOMING PROJECTS

- **Galveston Economic Development Summit** – Airport Director Mike Shahan will be attending the Summit and participating in a session updating attendees about airport projects, including possible commercial service at the Airport.
- **Airport Advisory Committee Meeting:** The Airport Advisory Committee will meet at noon on December 14, 2022, for their regularly scheduled meeting. The Committee will discuss an alternate turf landing area and the status of projects on Runway 18/34, the South Apron, and the South Ramp. The Committee also will receive the monthly fuel, operations, and budget reports.
- **Hangar 28 Roof Repairs:** Ag-Pro Painting will install a silicone roofing system on Hangar 28. Roof repairs include coating the metal roof with a silicone-based sealer, which will seal the existing metal roof and provide a 10-year warranty against roof leaks.
- **TxDOT Project 2312GLVST:** The RFQ for engineering and design services for Runway Safety Area Improvements for Runway 14 will be Re-advertised on December 13, 2022 and opened on January 13, 2023. We anticipate seeking Council approval in March 2023.