



DECEMBER 2022

# CITY MANAGER'S **REPORT**

[WWW.GALVESTONTX.GOV/CITYMANAGERSREPORT](http://WWW.GALVESTONTX.GOV/CITYMANAGERSREPORT)

## A MESSAGE FROM OUR CITY MANAGER



*More than 3,640 water meters have been upgraded at Galveston homes, and work continues to get all meters swapped out by the end of the year.*

*The City of Galveston's Sustainable Interactive Customer Connections (SICC) project kicked off last year and is part of our ongoing efforts to deliver best-in-class service. Funded by a \$16 million grant, the work includes upgrading all residential and commercial meters to accommodate real-time reporting and notification of any leaks.*

*Contractors working for the city have been doing installations since September on Mondays through Fridays during regular working hours. The contractor is expected to complete the installations by December.*

*As part of the metering system upgrade, we will provide you with access to a smartphone appli-*

*cation and online portal where you can view your water usage data to make more informed decisions. This new tool will also allow you to set up notification alerts for potential leaks or excess water usage to help avoid unexpected high bills. We are currently running testing on the app and will begin rolling the application later this spring. Something that sets Galveston apart is that we are using the capabilities of the system to monitor water quality real-time, including disinfectant residual, the pH, the turbidity (clarity of water), temperature and pressure.*

*Anyone with questions about the new meters or how this may affect their water bill should contact the billing department at 409-797-3550.*

*Sincerely,  
Brian Maxwell*

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# CITY MARSHAL



## LAST MONTH'S ACCOMPLISHMENTS

- 18 Public Nuisances abated
- 27 court cases heard in Municipal Court
- 87 complaints received
- 327 complaint based cases
- 507 self-initiated cases
- 927 total investigations
- 31 vehicles towed
- 130 vehicles red-tagged
- Issued 102 Residential Parking Permits, 146-Visitors passes
- 49 Golf Carts permitted
- Regular Parking Violation total for the month was – 2,378 citations
- Department Received in Payments-
- Golf Carts- \$ 1,850.00
- Alarms- \$ 2,625.00
- Ground Transportation - \$ 220.00
- Events –
- We had staff assigned to assist during the inclement weather at the warming center



## UPCOMING PROJECTS

- Staff has been invited to attend 1st Annual-First Responders Appreciation Outreach



## 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
- Assisted with Blue Santa, holiday parade and other holiday preparations
- Provided audio/visual assistance for City Council, planning commission, landmark commission and zoning
- Executed holiday party and employee gifts
- Assisted in hosting public meeting for the stormwater master plan
- Provided emergency updates leading up to freeze and during the freeze
- Hosted Santa parties at recreation centers for public and took Santa photos
- Scheduled spring session of Galveston University
- Assisted in operating the warming center during the holiday freeze
- Represented the city at various community events and meetings and solicited public feedback



## UPCOMING PROJECTS

- Begin spring session of Galveston University
- Implement ride share program with GPD as part of the #GetHomeSafe initiative during Mardi Gras
- Assist EOC in developing new branding
- Design and order promotional materials for City of Galveston
- Host animal shelter events at the recreation centers

## LAST MONTH'S VIDEOS

- [GPD delivering shoes at Central Middle School](#)
- [Employee Spotlight: Felipe Matzar](#)
- [Pets of the Week: Buster and Esma](#)
- [How to shut off and drain your pipes](#)
- [A Day in the Life of a Telecommunicator](#)

## SPECIAL EVENTS

### LAST MONTH'S ACCOMPLISHMENTS

- Held 4 meetings with event organizers regarding their events
- Continued planning for Upcoming Events (January-March)
- Met with Fire Department to begin planning Touch-A-Truck event
- Special Event Permits Issued: 6
- Loudspeaker Permits Issued: 6
- December 2-4: Dickens on the Strand
- December 10: Holiday Parade
- December 10: Our Lady of Guadalupe Procession
- December 10: Hogwarts Christmas Village
- December 17: Galveston Island Market
- December 18: Santa Hustle 5K & Half Marathon

### UPCOMING PROJECTS

- January 14: Dr. Martin Luther King Jr. Parade
- January 21: Chili Quest & Beer Festival
- 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](mailto:MPierce@GalvestonTX.gov)

## LEGISLATIVE AFFAIRS



### VIEW REPORTS

- [Legislative Report December 2](#)
- [Legislative Report December 9](#)
- [Legislative Report December 16](#)
- [Legislative Report December 23](#)
- [Legislative Report December 30](#)

# DEVELOPMENT SERVICES



## LAST MONTH'S ACCOMPLISHMENTS

- Sent code changes to the Building Board of Adjustments for approval
- Finished and Passed the Community Rating System review and passed
- Staff took the Commercial Plumbing Exam
- Staff took the State Plumbing Exam
- [Inspections Completed](#)
- [Permits Issued](#)



## UPCOMING PROJECTS

- The 2021 International Code changes will be sent to City Council for adoption

# 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
- Fill permits – 0
- Culvert survey to determine as-built flow line of ditches and outfalls and corresponding construction staking – 4
- Temporary License to use (TLTUs) – 15
- 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) – The geotechnical engineer conducted a field reading of static groundwater elevations along the project corridor. The engineer continued performing hydraulic modelling, developing 30% project layout of the pump station and off-site storm drain conveyance/collection system. Discussed possible fuel types for the backup power generation needs of the proposed pump station. This project is ongoing.
- Stormwater Master Plan – The consultant has completed the existing conditions model and the model calibration and prepared exhibits for the first public comment meeting for the project. The consultant team facilitated the first public meeting at the 30th Street Community Center on December 15th. This project is ongoing.
- 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 De-



sign

- 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 kick-off 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 49th Streets. The project is ongoing with utility work, 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 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. The Contractor worked on completing deficient items noted on the punch list. The Contractor also continued working 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 placing the asphalt concrete surface of the road along the project corridor except at the intersection of 35th Street & Church.

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. Construction is ongoing.
- **23rd Street Downtown Corridor** – Construction of this project is continuing with the Contract

working on the west side of the street between Mechanic 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.
- Electrical bollards for the RGB/LED tree lighting project is underway in the Rosenberg Street esplanades.
- The Rosenberg tree lighting project is ongoing.
- City Hall 4th floor demolition project is underway.
- Emergency repairs to the chiller at City Hall were completed.
- Handled and completed 379 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

# FINANCE

## BUDGET



### LAST MONTH'S ACCOMPLISHMENTS

- Distribute FY22 4th Quarter Budget Report



### UPCOMING PROJECTS

- Publish and distribute the FY2023 Adopted Budget
- Submit entry for Distinguished Budget Presentation Award for the Adopted Budget FY2023
- Begin FY23 1st Quarter FY23 budget report

## PURCHASING



### LAST MONTH'S ACCOMPLISHMENTS

- Advertised RFQ 23-02 Engineering and Design Services for Scholes International Airport
- Advertised RFP 23-01 Rec Center Lobby Redesigns (McGuire-Dent and Cuney Wright)
- Advertised Bid 23-05 Island Transit Auto Parts
- Advertised Bid 23-06 for Island Transit Tires



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 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
- Drafting Solicitation for Auto Body Shop Repairs
- Drafting Solicitation for Legal Services for IDC

## 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	1st Qtr FY23
Meters re-read manually	364	550	321	602	658
Adjustments	2,090	1,536	2,003	2,375	681
Adjustments (\$\$\$)	\$ 374,840	\$ 341,172	\$ 373,460	\$ 208,133	138,169
Water Bills emailed			73,149	75,338	20,902
Water Bills Mailed Out	255,015	255,470	245,009	233,831	57,635
Outstanding "water concern" emails received	236	309	323	281	25
Outstanding "water concern" emails completed	300	509	306	210	25
Service Orders	20,806	15,078	18,437	18,967	5,533
New Customer connections	3,239	3,556	3,483	3,660	667



### 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	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ACTUAL
Number of vendor payments completed	5,476	5,103	5,926	5,039	1,254
Number of checks as percent of total vendor payments	91.07%	85.07%	75.41%	74.94%	75.12%
Number of electronic payments as a percent of total vendor payments	8.93%	14.93%	24.59%	25.06%	24.88%
Number of funds managed	284	118	124	126	137
Investment Portfolio (Millions)	\$139	\$169	\$150	\$162	\$215
Interest Earned (Thousands)	\$3,247	\$1,923	\$81	\$173	\$669
Number of FEMA Ike PW's closed out	5	1	16	11	0
Number of FEMA Ike PW's finalized	56	31	25	28	1
Number of FEMA Harvey PW's closed out	10	2	10	0	0
Number of FEMA Harvey PW's finalized		3	14	0	0
Number of bank accounts reconciled	34	34	34	34	35



### 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

- Attended TCFP regional meeting / training
- Attended Organizational meetings for MDRT program
- ESO training for the department
- Rope rescue training for high rise rescue

ACCIDENT MAJOR	30	4.3%
ASSIST BY FIRE	53	7.6%
BOMB THREAT	1	0.1%
CHOKING	2	0.3%
ELECTRICAL PROBLEMS SPARKS	28	4.0%
EXTINGUISHED FIRE	2	0.3%
FIRE ALARM	158	22.7%
FIRE OUTSIDE	8	1.1%
FIREWORKS	27	3.9%
FIRST RESPONDERS	241	34.6%
GAS LINE BREAK LEAK	4	0.6%
GRASS	5	0.7%
HAZMAT	3	0.4%
PENETRATING TRAUMA	2	0.3%
POWER LINES DOWN TRANSFORMER	25	3.6%
RESCUE	15	2.2%
SMELL OF SMOKE GAS INSIDE	19	2.7%
SMELL OF SMOKE GAS OUTSIDE	8	1.1%
STRUCTURE FIRE	13	1.9%
UNCONSCIOUS	43	6.2%
VEHICLE FIRE	7	1.0%
WASHDOWN	1	0.1%
WATER FLOW ALARM	1	0.1%
<b>Total:</b>	<b>696</b>	<b>100.0%</b>



## UPCOMING PROJECTS

- MDRT Planning session
- PR Event- Appreciation Outreach
- MLK Parade
- Company Level Inspections Class
- Filled Out the AFG Grant application



## LAST MONTH'S ACCOMPLISHMENTS

- Total rolling stock count - 575
- Mechanics worked on:
- Total pieces of assets with work orders - 242
- Total work orders - 504
- Repairs from PM's Services - 69
- General Repairs - 497
- Accident Repairs - 5
- Other Repairs - 3
- Vandalism - 1
- Road Calls - 72
- Add On Item - 11
- Preventive Maintenance Services - 236
- Warranty - 1
- Non-Vehicle Repair - 8
- Provided 52,026.1 gallons of fuel for the city and outside organizations.
- City gallons - 37,700.40
- Galveston County gallons - 4,483.80
- Parks Board gallons - 3,294.20
- Port of Galveston gallons - 3,020.35
- Jamaica Beach gallons - 507.30
- Bayou Vista gallons - 503.85
- Galv County Health District - 2,515.15



## UPCOMING PROJECTS

- Continue fleet services.
- Continue installation of new GPS systems in all city units.
- Continue restoration of the steel wheel trolley by GOMACO Trolley Company.

# 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 draws for CDBG \$225,165.88 and HOME \$32,121.87
- 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 72 LMI households with rental assistance for one (1) year and security deposit
- Staff determined five (5) Low-income households eligible for assistance
- Staff issued three (3) coupons and performed one (1) Housing Quality Standards inspection
- 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 assistance for 69 homeowners with housing information, 22 homebuyers for homebuyer assistance program, 50 inquiries for Galveston County housing program, 60 inquiries for CDBG-CV mortgage assistance, and over 180 phone inquiries for rental assistance
- Training Webinars – (HUD Regulatory Requirement)
- Staff participated in Section 3 Final Rule – office hours webinar
- Staff participated in Fair Housing – office hours webinar



## UPCOMING PROJECTS

- **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**
- **Cash on Hand Report - (HUD Regulatory Requirement)**
- **Staff will complete and submit the Cash on Hand Report**
- **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**
- **Staff will attend a pre-bid conference for Renovations to McGuire Dent & Wright Cuney Recreation Centers projects. This project was funded with CDBG funds**
- **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

- Completed all benefit changes made through Open Enrollment which will become effective January 1, 2023.
- Held Civil Service Lateral and Entrance Exams for the Police Department.
- Held New Hire Orientation.
- 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

- Hold Civil Service Lateral and Entrance Exams for the Police Department.
- Host Civil Service Entrance Exam for the Fire Department.
- 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 two (2) addresses/domains related to phishing or spam.
- Responded to one (1) public information requests
- Initiated the annual security training campaign
- Upgraded the helpdesk software application
- Tier 1 support completed 180 calls for service
- Relocated IT staff to city hall from other facili-

ties

- Upgraded and completed smoke testing of the Banner test environment for end of the year patching
- Developed and/or modified 4 custom reports for various departments
- Continued activities on other open projects



## UPCOMING PROJECTS

- Implementation of the Sanitation route management software solution
- Annual upgrade of the Banner Finance and HR solution
- Completion of a needs assessment project for the Police Department RMS/CAD system replacement project
- Complete post cutover project activities and finalize data conversion for the Fire RMS system replacement and close the project
- AMI project
- Continue project activities for the ERP system replacement project and release of the RFP
- IT service desk replacement software solution
- Drainage assessment project and rate fee project
- Phase 2 of the 0365 migration project
- Accela software system changes project
- 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
- Continue project activities on the 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 three (3) GIS map and data requests consisting of eight (8) items:
- Updated sanitary sewer overflows layer with November's overflow
- Updated parcel link to GCAD's property search in Development Service Internal Map
- Private Water and SanSew Mains - requested to add Private to the symbology on PW Portal map and on the GPS Field Editing app
- Completed eleven (11) City Wide and GIS Users GIS Support requests of fourteen (14):
  - Created four (4) user accounts for ArcGIS online/Portal
  - Terminated Employees - Removed eleven (11) terminated employees as users from GIS Portal, ArcGIS Online and GIS databases.
- Updated groups on portal user account
- Solved visibility issue with layer in map and updated database links to new database
- ArcGIS Server - and Portal, restored after server crashed.
- PW Storm Sewer and PW Sanitary Sewer not visible on public GIS website. Resolved
- GCAD Link - GCAD changed hosting vendors for property searches. Updated link in webmaps to new URL
- VUEWorks - Address Search not working for parcels in vueworks. Address search works fine

in all other applications. Removed parcel layer from VW, republished service, added parcel back in to resolve the issue

- ArcGIS Server - and Portal, restored database link after all mapservices became disconnected
- Reset password for park board member



### UPCOMING PROJECTS

#### Ongoing Projects:

- Public Utilities ArcGIS Utility Network
- Work for contractor to prepare for migration to the ESRI utility network
- Cost Estimates
- PW Utilities Data Scrub Effort

#### Upcoming Projects:

- 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/additional server
- Migration from ArcGIS Collector and Explorer to ArcGIS Field Maps (December 2022 or beyond).

# ISLAND TRANSIT



## LAST MONTH'S ACCOMPLISHMENTS

- [Fixed route ridership: 9,610](#)
- [Seawall route: 1,083](#)
- [Streetcar: 515](#)
- [Charter: 2, Charter Billing: \\$1,000](#)
- [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
- Assist Citizens in Locating Family Plots at All City Owned Cemeteries
- Continued cleaning 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.
- Completed resurfacing Lasker Park and Menard Park tennis courts
- Began trimming all freeze damaged vegetation
- Trimmed all palms down Central City Blvd
- Skinned palms down 25th Street for Christmas lighting



### UPCOMING PROJECTS

- Remove Christmas decorations
- Trimming palm trees down Broadway and Ferry Road
- Renovating Hooper Field (fencing, bleaches and lighting)
- Run electrical and up lighting to palm trees at Menard Park for Holiday season.
- Water fountain restoration project at Kemper 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 Lindale Park

## RECREATION & ADMIN



### LAST MONTH'S ACCOMPLISHMENTS

- McGuire-Dent Membership Totals:
  - o Adults: 2416
  - o Seniors: 1033
  - o Youth: 763
  - o Military: 325
  - o Daily Pass (Adults & Seniors): 115
  - o City Employee Passes (All Access to Pool and Parks): 67
- • Wright Cuney Membership Totals:
  - o Adults: 541
  - o Seniors: 120
  - o Youth: 620
- Held Community Meetings For/With: Better Parks for Galveston, The Families, Children & Youth Board, Cultural Arts Commission, and Galveston Ukulele Society.
- Continued After School Youth Programs & Adult/Senior Programs during Day
- Staff was trained and certified in CPR and First Aid
- Hosted Galveston County Health District "World AIDS Day" event at McGuire-Dent on December 1.
- McGuire-Dent Recreation Center served as a 24-hour Warming Center during Winter Storm from December 22-24.
- Staff helped plan the City-wide Employee Holiday Appreciation event on December 9.
- Staff held Holiday Party for Youth at both Recreation Centers on December 21.



### UPCOMING PROJECTS

- Hiring Additional Yoga Instructor
- Restriping Parking Lot
- Continue to Review & Update Programs, Policies, and Procedures
- Additional Staff Training
- CDBG-Cares Act Projects including Renovation of Front Desk and Lobbies at McGuire-Dent and Wright Cuney Recreation Center

## AQUATICS



### LAST MONTH'S ACCOMPLISHMENTS

- Taught 7 CPR classes in December (5 participants at Children's Museum, 13 Parks and Recreation Staff and 52 Public Works Staff)
- Sold 21 pre-sale tickets to our first annual Polar Plunge
- Preparing for 2023 pool season
- Assisted with Santa's Holiday Party at McGuire Dent and Wright Cuney Recreation Centers on 12/21/22
- Police dive team used pool
- Current Memberships: Adult – 309, Child – 100, Senior – 173, Military – 32
- Average Daily Attendance for month:0
- Pocket Park 1
- Preparing for 2023 season
- Getting quotes for season passes and tickets
- Ordered Season and Ultimate Passes
- 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

- Staff attending the Houston/Galveston Area Council's Fall Planning Workshop and Preservation Texas' Advocacy Roundtable
- Hosted three Pre-Development Meetings
- Landmark Commission:
  - 22LC-055 1028 Ave G Certificate of Appropriateness - elevation and curb cut
  - 22LC-056 1808 Ave K Certificate of Appropriateness – windows
- Planning Commission:
  - 22P-087 2453 103rd Replat 1 Lot into 2
- Zoning Board of Adjustment:
  - 22Z-013 1416 29th Variance - Lot area
  - 22Z-014 5710 Stewart Special Exception - non-conforming to conforming
- Beachfront Construction/Dune Protection Permits:
  - 22BF-127 13223 Bermuda Beach Bermuda Beach Dune Restoration
  - 22BF-128 10717 FM 3005 New hay-core dune
  - 22BF-129 201 Seawall New perimeter fence around Stewart Beach Pavilion.
- Planning Administration:
  - 22PLAT-00052 2616 Ave P 1/2 Replat 3 into 1
  - 22PLAT-00053 5401 Ave P 1/2 Replat 2 into 2
  - 22PLAT-00054 4018 Miramar Replat 4 into 3
  - 22PLAT-00055 3521 Ave N 1/2 Amending plat to reconfigure common lot line
  - 22PLAT-00056 1201 31st Replat 2 into 3
  - 22PLM-00160 1512 22nd Tree Removal - Private
  - 22PLM-00161 3902 Ave J Coin-Operated Machine Permit
  - 22PLM-00162 4502 Ave S Coin-Operated Machine Permit
  - 22PLM-00163 4102 Ave J Coin-Operated Machine Permit
  - 22PLM-00164 Concessions Permit - Honey Trailer
  - 22PLM-00165 2323 Ave O 2023 B&B renewal
  - 22PLM-00166 2421 Ave Q Coin-Operated Machine Permit
  - 22PLM-00167 922 Ave M Coin-Operated Machine Permit
  - 22PLM-00168 2327 Ave K Coin-Operated Machine Permit
  - 22PLM-00169 3810 Seawall Coin-Operated Machine Permit
  - 22PLM-00170 1902 45th Coin-Operated

**Machine Permit**

- 22PLM-00171 5102 Ave J Coin-Operated Machine Permit
- 22PLM-00172 3418 Stella Mare Concession - Bag's Kitchen
- 22PLM-00173 1309 39th Coin-Operated Machine Permit
- 22PLM-00174 913 41st Coin-Operated Machine Permit
- 22PLM-00175 2002 Ave F Coin-Operated Machine Permit
- 22PLM-00176 2006 Ave F Coin-Operated Machine Permit
- 22PLM-00177 1728 Ave N Coin-Operated Machine Permit
- 22PLM-00178 602 Ave J Coin-Operated Machine Permit
- 22PLM-00179 1017 61st Coin-Operated Machine Permit
- 22PLM-00180 6026 Seawall Coin-Operated Machine Permit
- 22PLM-00181 1502 Ave D Coin-Operated Machine Permit
- 22PLM-00182 1028 Seawall Coin-Operated Machine Permit
- 22PLM-00183 1201 53rd Coin-Operated Machine Permit
- 22PLM-00184 4328 Ave S Coin-Operated Machine Permit
- 22PLM-00185 2203 45th Coin-Operated Machine Permit
- 22PLM-00186 1817 61st Coin-Operated Machine Permit
- 22PLM-00187 112 19th Coin-Operated Machine Permit
- 22PLM-00188 1712 18th Coin-Operated Machine Permit
- 22PLM-00189 202 Harborside Coin-Operated Machine Permit
- 22PLM-00190 502 Ferry Coin-Operated Machine Permit
- 22PLM-00191 3428 Seawall Coin-Operated Machine Permit
- 22PLM-00192 2119 Ave B Coin-Operated Machine Permit
- 22PLM-00193 8305 Stewart Coin-Operated Machine Permit
- 22PLM-00194 1518 23rd Coin-Operated Machine Permit
- 22PLM-00195 3802 Cove View Coin-Operated Machine Permit
- 22PLM-00196 5806 Stewart Coin-Operated Machine Permit
- 22PLM-00197 2325 Ave B Coin-Operated Machine Permit
- 22PLM-00198 2402 Ave B Coin-Operated Machine Permit
- 22PLM-00199 2411 Ave B Coin-Operated Machine Permit
- 22PLM-00200 2102 26th Coin-Operated Machine Permit
- 22PLM-00201 114 20th Coin-Operated Machine Permit
- 22PLM-00202 5227 Ave S Coin-Operated Machine Permit
- 22PLM-00203 2501 Ave Q Coin-Operated Machine Permit
- 22PLM-00204 21502 FM 3005 Coin-Operated Machine Permit
- 22PLM-00205 5316 Ave J Coin-Operated Machine Permit



# POLICE DEPARTMENT



## LAST MONTH'S ACCOMPLISHMENTS

- 5232 Calls for Service
- 672 Reports Completed
- 455 Arrests
- Implemented the police Christmas Parade
- GPD Blue Santa served 533 families and 1312 children. It was another very successful year. The Blue Santa Program proudly serves the Galveston Community.
- Lieutenant Renee Ochoa, Sergeant Stacy Papillion, and Sergeant Jovan Harris participated in the TAMUG Women in the Industry Event that showcased women from within the community and allowed university students to meet women that have come from all walks of life and succeeded in their chosen career path.
- The police department hosted 2 blood drives in collaboration with the Lighthouse Charity Team
- The Galveston Police Department donated shoes to the Central Bearcats Basketball team to ensure all players were properly equipped to play.



# PUBLIC WORKS

## RECYCLING



### LAST MONTH'S ACCOMPLISHMENTS

- Recycling Division processed and staged 100.72 tons of recyclable materials. Including 68.66 tons of paper, cardboard, and plastic, 21.06 tons of glass, and 11 tons of mixed metals.
- Received \$9,546.50 in commodity rebates.
- Estimated 19,456 visitors this month, an increase of 216 residents from last month.
- Provided curbside service to 201 community members and added 5 new residents to the curbside service program.
- Continued optimization of the Recycling Center.
- Recycling division also completed recycling collection support for both the Rosenberg library and Shriners Hospital.
- Recycling Division completed our weekly pick-up services for all internal City Divisions, Galveston College, Galveston ISD Schools, and Administration Offices.
- Recycling division continued to support the on-going water meter replacement project by processing 1.42 tons of “dirty” meters into a “clean” capacity.



### VIEW REPORTS

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

## MUNICIPAL SERVICES



### LAST MONTH'S ACCOMPLISHMENTS

- Installed 8 water taps and 7 sewer taps
- Repaired 42 distribution system leaks, investigated 179 property owner leaks, and responded to 91 low water pressure complaints.
- Line cleaning crews have cleaned 22,733 feet of collection system sewer main; removing 98,380 pounds of debris.
- SL-RAT crew have inspected 85 manholes and surveyed 16,800 feet of sanitary sewer lines.
- Hydrant crew has inspected and repaired 29 hydrants.



### UPCOMING PROJECTS

- Hydrant crew will be assessing and repairing/replacing hydrants in Bayou Shores and Ken Kead Neighborhoods.
- Trunk line cleaning crew will continue proactively cleaning the 51st street line.
- SL-RAT crew will continue to survey the Lasker Park neighborhood.
- The valve exercising crew will begin proactive measures in the Pointe West Neighborhood.



### VIEW REPORTS

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

## STREETS & DRAINAGE



### LAST MONTH'S ACCOMPLISHMENTS

- Installed 1 culvert
- Mowed 27,380 liner feet of ditches
- Cleaned 7,815 feet of storm drains
- Repaired 4 bridge blocks
- Patched 20 potholes
- Completed 8 utility cuts
- IDC crew completed 1 job
- Street swept 8 miles of right of way
- Paved 3,677 linear feet



### UPCOMING PROJECTS

- Paving the Gulf Village and Bay Harbor
- Cutting ditches on 3005 in front of Pirates Beach

## TRAFFIC



### LAST MONTH'S ACCOMPLISHMENTS

- Completed pirates beach sand fencing and parking signs
- Completed painting the bike lane on Stewart from 75th street to 7 mile road
- Completed special events Dickens on the Strand and The Santa Hustle Run



### UPCOMING PROJECTS

- Repair illuminated street signs on Broadway
- Begin phase Two of Battery Back Up systems
- Stripe 26th street
- Stripe various in-house paving projects

## SANITATION



### LAST MONTH'S ACCOMPLISHMENTS

- Sanitation provided staff and equipment to support the Dickens on the strand event. We deposited 13.27 tons. To the transfer station from the Event.
- Sanitation crews completed 826 total requests for service.
- Sanitation crews made 409 trips to the Transfer Station.
- Deposited 2,240.85 tons (4'481'700. 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

- **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](#)
- [Monthly Airport Inquiries](#)

# 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.