



JANUARY 2023

CITY MANAGER'S **REPORT**

WWW.GALVESTONTX.GOV/CITYMANAGERSREPORT

A MESSAGE FROM OUR CITY MANAGER



Beads were the coin of the realm as Mardi Gras festivities took off around the island. Galveston recently hosted its annual Mardi Gras celebration from February 10-21, and we're happy to report a successful season with no incidents.

Yaga's Entertainment organizes and promotes Mardi Gras Galveston, and the city provides support services such as sanitation, traffic, and public safety for a fee. On both weekends, the island hosted thousands of visitors, bringing additional revenue to local businesses.

With the crowds comes the need to ensure public safety and cleanliness. Throughout both weekends, Galveston police officers responded to police calls, assisted parade-goers, and patrolled downtown and the Seawall. Police were working to curb impaired driving, which resulted in 19 DWI arrests in February.

Police also piloted a new program during Mardi Gras to contribute \$5 toward any Lyft ride taken on the island during Mardi Gras weekend. There were 99 riders who benefited from the program during the event and used Lyft in lieu of driving.

Traffic, parks and sanitation collected debris and trash downtown and ensured streets were promptly cleaned after each parade. Sanitation collected 100,500 pounds of garbage during the event. Some parks employees even pitched in to pick up horse excrement in the parade so participants didn't step in it.

We're very proud of how city employees contributed to making this a successful event and look forward to next year's festivities!

*Sincerely,
Brian Maxwell*

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CITY MARSHAL



LAST MONTH'S ACCOMPLISHMENTS

- 63 -Court cases heard in Municipal Court
- 3 -Housing Abatement cases heard in Municipal Court
- 14 -Public Nuisances were abated.
- 18 -Complaint based cases
- 306 -Self-initiated cases
- 99 - Complaints received
- 753 -Total investigations
- 16 -Vehicles Towed
- 66 -Vehicles were Red Tagged
- 461 -Residential Parking Permits issued
- 802-Visitors passes
- 0 -Temporary passes assigned
- 65 -Golf Carts permitted
- Regular Parking Violation total for the month: 2,452 citations
- Department received in revenue:
- Golf Carts- \$ 2,250.00
- Alarms- \$ 3,775.00
- Ground Transportation - \$ 3,905.00
- Staff attended 1st Annual First Responders Appreciation Outreach and the West End Galveston Property Association meeting



UPCOMING PROJECTS

- Staff will be attending upcoming Kempner Part Property Association meeting in February



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
- Provided audio/visual assistance for City Council, planning commission, landmark commission and zoning
- Represented the city at various community events and meetings and solicited public feedback
- Began the winter/spring Galveston University on January 25. We have approximately 25 participants involved in the spring program and are meeting weekly through March 15.
- Implemented ride share program with GPD as part of the #GetHomeSafe initiative. Staff developed the program with Lyft.
- Assisted EOC in developing new branding, including a new logo.
- Collaborated IDC to prepare election materials
- Assisted with several departmental requests for promotional materials, planning public meetings and updating the website



UPCOMING PROJECTS

- Planning media event for the launch of the MDRT
- Executing first annual Touch-a-Truck event
- Working with media to highlight positive developments within the City of Galveston
- Galveston University presentations

LAST MONTH'S VIDEOS

- [Tor Store - Ball High School](#)

SPECIAL EVENTS

LAST MONTH'S ACCOMPLISHMENTS

- January 14: Dr. Martin Luther King Jr. Parade
- January 21: Chili Quest & Beer Festival

UPCOMING PROJECTS

- Mardi Gras Galveston February 10 - 21
- 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 6](#)
- [Legislative Report January 13](#)
- [Legislative Report January 20](#)
- [Legislative Report January 27](#)

DEVELOPMENT SERVICES



LAST MONTH'S ACCOMPLISHMENTS

- 2021 International Residential Code changes were accepted and adopted.
- 2021 International Building Code changes were accepted and adopted.
- 2021 International Mechanical Code changes were accepted and adopted.
- 2021 International Fuel and Gas Code changes were accepted and adopted.
- 2021 International Plumbing Code changes were accepted and adopted.
- 2021 International Property Maintenance Code changes were accepted and adopted.
- 2021 International Fire Code changes were accepted and adopted.
- 2021 International Energy Conservation Code changes were accepted and adopted.
- [Inspections Completed](#)
- [Permits Issued](#)



UPCOMING PROJECTS

- Staff will take the Bobby Duran class.
- Several inspectors will be preparing and attending the Building Professional institute in Houston, TX.
- Staff will attend the Texas Floodplain Management Association Spring Conference in Houston, TX.

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 – 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 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 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 Contractor 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.
- Handled and completed 414 work orders.



UPCOMING PROJECTS

- Ongoing maintenance on the shade structure, light poles, tables and benches at Fort Crockett Battery Park.
- Crescent Electric is set to begin the installation of the electrical bollards in the esplanades on Rosenberg for the RGB/LED Tree lights
- The Rosenberg tree lights is ongoing
- City Hall 4th floor demolition is scheduled to be completed.

BUDGET



LAST MONTH'S ACCOMPLISHMENTS

- **Begin work on the FY2023 1st Quarter Budget Report**



UPCOMING PROJECTS

- **Publish and distribute the FY2023 1st Quarter Budget Report**
- **Prepare 1st Quarter Budget Amendment**
- **Work on the 2024-2029 Capital Improvement Program**
- **Work on FY2024 departmental budget folders**

PURCHASING



LAST MONTH'S ACCOMPLISHMENTS

- **Advertised Bid 23-07 HVAC on Call Services**
- **Advertised RFP 23-03 Software and Implementation Services for Enterprise Resource Planning (ERP) Software Systems Environment**
- **Advertised Bid 23-08 Fleet Facility Auto Body Repairs**
- **Advertised RFP 23-06 Sandhill Crane Soccer Complex**
- **Bid Opening for 23-04 Standby Emergency Generator**
- **Bid Opening for 23-05 Island Transit Auto Parts**
- **Bid Opening for 23-06 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 St Pump Station
- Drafting Solicitation for Sanitary Lift Stations 6, 8 & 26
- Facilitating the negotiations for Armored Car Services
- 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
- 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
- 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 Airport Control Tower Window Replacement
- Drafting Solicitation for Auto Body Shop Repairs
- Drafting Solicitation for Legal Services for IDC
- Drafting Solicitation for Mass Communication Notification System
- Drafting Solicitation for Exterior Airport Terminal Building Repairs
- Drafting Solicitation for Auto Lubricants
- Drafting Solicitation for 23rd Street Waterline Offset
- Drafting Solicitation for GFD Uniforms

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
- Released Voluntary EMS Contributions Annual Notice
- Started utilizing the new AMI technology to monitor vacant usage and leaks
- Successfully parallel billed Cycle 1A, 1B, 2B, 3B, 4A, 4B, and 5
- Contractors have started installing meters in Cycle 5
- Continue delinquent calls and shut offs

Performance Measures	FY 2019	FY 2020	FY 2021	FY 2022	1st Qtr FY23	Jan-23
Meters re-read manually	364	550	321	602	658	613
Adjustments	2,090	1,536	2,003	2,375	681	196
Adjustments (\$\$\$)	\$ 374,840	\$ 341,172	\$ 373,460	\$ 208,133	138,169	\$ 17,755
Water Bills emailed			73,149	75,338	20,902	685
Water Bills Mailed Out	255,015	255,470	245,009	233,831	57,635	19,107
Outstanding "water concern" emails received	236	309	323	281	25	24
Outstanding "water concern" emails completed	300	509	306	210	25	1
Service Orders	20,806	15,078	18,437	18,967	5,533	1,909
New Customer connections	3,239	3,556	3,483	3,660	667	233



UPCOMING PROJECTS

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

ACCOUNTING



LAST MONTH'S ACCOMPLISHMENTS

- Recovered approximately \$9k in unclaimed property from Texas Comptroller's Office
- Completed FY22 audit field work with the external auditors

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	1,638
Number of checks as percent of total vendor payments	91.07%	85.07%	75.41%	74.94%	73.87%
Number of electronic payments as a percent of total vendor payments	8.93%	14.93%	24.59%	25.06%	26.13%
Number of funds managed	284	118	124	126	137
Investment Portfolio (Millions)	\$139	\$169	\$150	\$162	\$235
Interest Earned (Thousands)	\$3,247	\$1,923	\$81	\$173	\$1,620
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

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

ACCIDENT JAWS ROLLOVER RESCUE	1	0.2%
ACCIDENT MAJOR	19	3.4%
ASSIST BY FIRE	23	4.1%
CHOKING	3	0.5%
ELECTRICAL PROBLEMS SPARKS	13	2.3%
EXTINGUISHED FIRE	1	0.2%
FIRE ALARM	116	20.6%
FIRE OUTSIDE	8	1.4%
FIREWORKS	2	0.4%
FIRST RESPONDERS	256	45.5%
GAS LINE BREAK LEAK	3	0.5%
GRASS	6	1.1%
HAZMAT	1	0.2%
MUTUAL AID FIRE	2	0.4%
PENETRATING TRAUMA	4	0.7%
POWER LINES DOWN TRANSFORMER	11	2.0%
RESCUE	11	2.0%
SMELL OF SMOKE GAS INSIDE	15	2.7%
SMELL OF SMOKE GAS OUTSIDE	14	2.5%
STRUCTURE FIRE	13	2.3%
UNCONSCIOUS	40	7.1%
WATER FLOW ALARM	1	0.2%
Total:	563	100.0%



UPCOMING PROJECTS

- Mardi Grass Prep.
- Civil Service Exam
- Field Day and Test for New Hires
- NIMS 300 Training
- Boater Education Course by Texas Parks and Wildlife



LAST MONTH'S ACCOMPLISHMENTS

- Total rolling stock count - 589
- Mechanics worked on
- Total pieces of assets with work orders - 260
- Total work orders - 616
- Number of work orders with specific repair reasons.
- Repairs from PM's Services - 76
- General Repairs - 581
- Accident Repairs - 16
- Other Repairs - 18
- Vandalism - 0
- Road Calls - 80
- Add On Item - 12
- Preventive Maintenance Services - 329
- Warranty - 1
- Non-Vehicle Repair - 16
- Provided 53,472.75 gallons of fuel for the city and outside organizations.
- City gallons - 37,634.20
- Galveston County gallons - 4,871.20
- Parks Board gallons - 3,674.50
- Port of Galveston gallons - 3,784.30
- Jamaica Beach gallons - 551.15
- Bayou Vista gallons - 437.65
- Galv County Health District - 2,519.75



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

- HOME Program-American Rescue Plan (ARP) funding –
- Staff developed the Draft HOME-ARP Allocation Plan required by HUD
- Publish 15-day comment period and public hearing date in The Daily News
- 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
- Tenant-Based Rental Assistance Program
- To date, assisted a total of 74 LMI households with rental assistance for one (1) year and security deposit
- Staff determined two (2) Low-income households eligible for assistance
- Staff issued two (2) coupons and performed one (1) Housing Quality Standards inspection
- Staff received applications and are processing intake reviews
- 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)
- Davis Bacon – (HUD Regulatory Requirement)
- Staff attended a bid opening for Renovations to McGuire Dent & Wright Cuney Recreation Centers projects. This project was funded with CDBG-CV funds
- Technical Assistance
- Provided assistance for 65 homeowners with housing information, 22 homebuyers for homebuyer assistance program, 36 inquiries for Galveston County housing program, 15 inquiries for CDBG-CV mortgage assistance, and over 180 phone inquiries for rental assistance
- Training Webinars –
- Staff participated in the HOME Program-American Rescue Plan (ARP) Virtual Problem-Solving Clinic
- Staff attended a HOME-ARP Allocation Plan training webinar



UPCOMING PROJECTS

- **2021 Street Repaving Project** – Complete the additional environmental review process for completion of the project
- **HOME Program-American Rescue Plan (ARP) funding** – Presentation of the Draft HOME-ARP Allocation Plan to the Homeless Coalition on March 1
- **15-day public comment period ends March 13th**
- **Staff will conduct public hearing to receive citizen comments on March 8th**
- **Staff will present the Final HOME-ARP Allocation Plan to City Council on March 23rd**
- **Staff will submit the HOME ARP Allocation Plan to HUD by March 31st deadline**
- **Financial Management** – 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)** –
- **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** – Staff will continue to review certified payrolls for the CDBG projects that invoke the Davis-Bacon Act
- **Staff will attend the bid opening for Renovations to McGuire Dent & Wright Cuney Recreation Centers projects.** This project was funded with CDBG funds
- **HUD Semi-Annual Report** – Staff will prepare and submit to HUD the Semi-Annual Labor Standards Enforcement Report. This report consists of contracting opportunities for contractors and subcontractors performing on federally funded projects that were awarded by our agency in excess of \$2,000.00 for construction, alteration, or repair of public works
- **Staff will prepare and submit to HUD the Semi-Annual Contractor & Subcontractor Activity Report.** This report identifies all contracts that were awarded with CDBG and HOME funds. This report captures the Minority Owned Business activities, Women Owned Businesses, Section 3 contractors as well as the total dollar amount awarded to the activities
- **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)**
- **April is Fair Housing Month** – Staff will disseminate Fair Housing information to Community Stakeholders
- **Training Webinars** – Staff will participate in HUD training webinars
- **Staff will attend the Gulf Coast Homeless Coalition**

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

- Held Civil Service Lateral and Entrance Exams for the Police Department.
- Hosted Civil Service Entrance Exam for the Fire Department.
- Hosted 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 addresses/domains related to phishing or spam.
- Responded to no public information requests
- Upgraded production Banner with latest release
- Tier 1 support completed 265 technical support tickets
- Configured and assembled devices and hardware

- for public Works Rubicon software implementation project
- Completed Fire RMS data conversion and closed the project
- Developed and/or modified 4 custom reports for various departments
- Continued activities on other open projects



UPCOMING PROJECTS

- Continue to support project efforts for the implementation of the Sanitation route management software solution
- Continue activities related to the completion of a needs assessment project for the Police Department RMS/CAD system replacement project
- Continue project activities on the AMI project
- Continue project activities for the ERP system replacement project and release of the RFP
- Continue project efforts on the IT service desk replacement software solution
- Continue project activities on the drainage assessment project and rate fee project
- Continue project activities on the Accela software system changes project
- Continue project activities on the Laserfiche software system changes project
- Continue project activities and make system configuration changes and testing and complete testing to accommodate 9/80 work schedules – Placed on HOLD
- Continue project activities on the VUEWorks software system upgrade project
- Continue project activities on the needs assessment and subsequent upgrade to the audio system in RM 204
- Continue project activities on the citywide security camera needs assessment and update project
- Continue project initiatives to replace secure 32 with Intellectcheck

Information Technology

GIS Division



LAST MONTH'S ACCOMPLISHMENTS

- Completed 10 GIS map and data requests consisting of one hundred and 167 items:
- Updated sanitary sewer overflows layer with December's overflow
- Create Fire Hydrants District 2 Map
- Updated schools and child care facilities layers and updated the Sex Offender Residency Registration Regulation map
- Commission Reports - Provided commission reports for Historic Districts and Landmark commission.
- Code Enforcement Districts - Updated Code Enforcement Districts with current Officers/Investigators.
- Lift Station Names - Updated all list station names from the LS# to LS# and name.
- PW Internal Map - Added search function with drop down for new Lift Station names.
- Code Enforcement Districts - Updated Code Enforcement Districts with new Officers/Investigators assignments.
- Abandonments - Created new featureclass and entered 96 abandonments for City of Galveston ROW abandonments.
- Abandonments - Created new layer and published to the Portal. Added to Development Services internal map
- Completed 3 GIS Support requests consisting of 11 items:
- Provided location of files for a map creation
- Assisted user in reconcile and posting of field data from iPad to database
- Terminated Employees - Removed nine (9) 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
- PW Utilities Data Scrub Effort
- City ROW Abandonments
- Researching the public records, downloading abandonments, Digitizing and publishing to GIS Portal
- Public Utilities data scrub and migration to the Utility Network Data Model
- ArcGIS server upgrade
- GIS Dev/Test environment including additional server
- Migration from ArcGIS Collector and Explorer to ArcGIS Field Maps (December 2022 or beyond). On Hold pending windows compatibility upgrade (ESRI)

ISLAND TRANSIT



LAST MONTH'S ACCOMPLISHMENTS

- [Fixed route ridership: 12,662](#)
- [Seawall route: 1923](#)
- [Streetcar: 683](#)
- [Charter: 2, Charter Billing: \\$2,950](#)
- [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
- Clean 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.
- Trimmed Oleanders on Broadway from Freeze Damage
- Removed Christmas decorations.
- Trimmed palm trees on Ferry Road
- Staff attended a meeting on Jones Park design.



UPCOMING PROJECTS

- Trimming palm trees down Broadway
- Renovating Hooper Field (fencing, bleaches and lighting)
- Run electrical and install lighting on palm trees at Menard Park
- 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: 2576
 - o Seniors: 1116
 - o Youth: 782
 - o Military: 334
 - o Daily Pass (Adults & Seniors): 127
 - o City Employee Passes (All Access to Pool and Parks): 70
- **Wright Cuney Membership Totals:**
 - o Adults: 567
 - o Seniors: 124
 - o Youth: 629
- **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**
- **Held Pre-Bid Meeting for Renovations of Lobbies at both Recreation Centers**
- **Held Presentation of the Galveston Arts and Culture Master Plan on January 17th**
- **Recreation Intern from Texas State University began internship with plans to graduate in May 2023.**
- **Restriped parking lot at McGuire-Dent Recreation Center**
- **Met with the Children's Center regarding Summer Program and Youth Activities**
- **Met with GISD Police on Potential Memorandum of Understanding.**



UPCOMING PROJECTS

- **Hiring Senior Fitness Instructor**
- **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

- 30 Participants in Polar Plunge Event
- 1 Staff attended Texas Public Pool Council Annual Conference
- Award received for 2022 Agency of The Year from Texas Public Pool Council
- Staff prepping for opening
- Current Memberships: Adult – 316, Child – 103, Senior – 179, Military – 32, Water Aerobics -15
- Average Daily Attendance for month: 0



UPCOMING PROJECTS

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

Pocket Park 1

- Preparing for 2023 season
- Posted jobs for gate attendants.
- Ordered supplies
- Daily Beach Transactions:0
- Season Passes Sold: 0
- Total Revenue: \$0

PLANNING & DEVELOPMENT



LAST MONTH'S ACCOMPLISHMENTS

- Hosted 4 Pre-Development Meetings
- Staff attended a webinar hosted by the National Trust for Historic Preservation: State Historic Tax Credit Incentives – Tools and Perspectives for Building Stronger and More Vibrant Communities
- Staff attended a kick off meeting at the Park Board for their Wayfinding Signage project
- Welcomed Karina Rosales as the new Planning Technician
- Landmark Commission:
 - 23LC-001 1702 Ave K Certificate of Appropriateness for Handrail and Rear Deck Cover
 - 23LC-002 1416 Ave J Galveston Landmark Designation
 - 23LC-003 2102 Ave C License to Use - construction fencing
- Planning Commission:
 - 23P-001 1302 Harborside Abandonment - 13th Street
 - 23P-002 1 Grand Beach Construction of single family beachfront home
 - 23P-003 35 GRAND BEACH BLVD Construct single family home
 - 23P-004 12031 Sand Dollar Beach Construct a single family beachfront home
 - 23P-005 12106 Stewart Replat 1 into 2
 - 23P-006 Wern Road Preliminary Plat
 - 23P-007 1416 Ave J Galveston Landmark Designation
 - 23P-008 2102 Ave C License to Use - construction fencing
- Beachfront Construction / Dune Protection Permit:
 - 23BF-001 12111 Sand Dollar Beach Dune restoration
 - 23BF-002 4226 Kent New residential construction
 - 23BF-003 35 GRAND BEACH BLVD Construct a single family home
 - 23BF-004 22301 Kennedy Deck repair
 - 23BF-005 3843 Ohana Drive Single family beachfront home
 - 23BF-006 18803 De Vaca New fibercrete driveway on top of current gravel driveway.
 - 23BF-007 4003 11 Mile New single-family home construction
 - 23BF-008 10525 FM 3005 Dune restoration
 - 23BF-009 19427 Shores Patio repair and extension
 - 23BF-010 12218 Hershey Beach Land-

ward addition to rear of existing home

- 23BF-011 21119 Sandhill Dune walkover extension. Will be reviewed by Planning Commission.
-
- Planning Administration:
- 23PLAT-00001 5907 Ave J Replat (Minor Plat) of 4 lots to 2
- 23PLAT-00002 3407 Eckert Replat 2 into 1
- 23PLAT-00003 4203 Vista Replat 3 into 1
- 23PLAT-00004 1818 Ave O Amending Plat to reconfigure common lot line.
- 23PLM-00001 17200 FM 3005 2023 renewal
- 23PLM-00002 4427 Ave J Concession - Tacos Gabriel
- 23PLM-00003 3624 Ave R 1/2 Wildflower Exemption
- 23PLM-00004 1028 Seawall 2023 renewals
- 23PLM-00005 202 Harborside 2023 renewal
- 23PLM-00006 4110 Oleander 2023 renewal
- 23PLM-00007 3825 Ave J 2023 renewal
- 23PLM-00008 12818 John Reynolds 2023 renewal
- 23PLM-00009 3911 WARRIOR COURT 2023 renewal
- 23PLM-00010 6107 Stewart Pawnbroker
- 23PLM-00011 2501 Ave J Pawnbroker
- 23PLM-00012 601 Ave J 2023 renewal
- 23PLM-00013 3200 Ave J 2023 renewal
- 23PLM-00014 710 4th Coin-Ops
- 23PLM-00015 4120 Seawall Recreational Equipment - Coastal Bikes Rentals
- 23PLM-00016 3825 Ave J Concession
- 23PLM-00017 3324 Ave J 2023 renewal
- 23PLM-00018 2028 Ave B Concession - Taco Madre
- 23PLM-00019 11743 FM 3005 Coin-Ops
- 23PLM-00020 3801 Ave J Concession - El Jefe
- 23PLM-00021 1110 23rd Concession - Galveston Bagel Co.
- 23PLM-00022 4210 Fiddler Crab Wildflower Exemption
- 23PLM-00023 21023 Sandhill 2023 renewal
- 23PLM-00024 2115 61st Coin Ops
- 23PLM-00025 20819 Sandhill Wildflower Exemption
- 23PLM-00026 4502 Ave S 2023 renewals
- 23PLM-00027 1410 Seawall Coin Ops
- 23PLM-00028 8423 Stewart 2023 renewal



POLICE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- **Calls for service – 5213**
- **Reports taken – 649**
- **Arrests – 507**

- **The police department has continued community involvement through the Strengthening Police and Community Partnerships program. The January meeting was held at the Justice Center and focused upon establishing roles of the organization and strategically formulating goals for the program.**
- **62nd Citizens Police Academy began with 13 citizens enrolled.**
- **Officers helped coordinate and participated in this year's Martin Luther King Day parade.**
- **Community meetings attended this month include the monthly GCPAAA, SPCP, Galveston Urban Ministries Board Retreat, Lighthouse Charity Team, Salvation Army Advisory Board meeting, Salvation Army Women's Auxiliary meeting, Cops & Clergy, Old Central/ Carver Park Neighborhood Association meeting, East End Homeowners Association meeting.**
- **Efforts to curb impaired driving resulted in 118 traffic stops, 39 citations, 24 total arrests, 14 DWI arrests, 6.79 pounds of seized narcotics, and 3 seized firearms.**



PUBLIC WORKS

RECYCLING



LAST MONTH'S ACCOMPLISHMENTS

- Recycling Division processed and staged 130.22 tons of recyclable materials. Including 89.41 tons of paper, cardboard, and plastic, 17.41 tons of glass, and 23.40 tons of mixed metals.
- Recycling Division received \$14,189.51 in commodity rebates.
- The Recycling Center had an estimated 19,699 visitors this month, an increase of 243 residents from last month.
- Recycling Division provided curbside service to 206 community members and added 5 new residents to the curbside service program.
- Recycling Division continued optimization of the Recycling Center.
- Recycling division continued to provide collection support for The Rosenberg library and Shriners Hospital.
- Recycling Division completed weekly-pickup services for all Internal City Divisions, Galveston County Sheriffs Department, Galveston College, Galveston ISD, Private/Charter Schools, and GISD Admin Offices.
- Recycling division continued to support the ongoing water meter replacement project by processing 2.58 tons of “dirty” meters into a “clean” capacity for recycling purposes.
- Recycling division provided event collection support for Yaga’s Chili Fest and was able to divert 500 lbs. (1/4 a ton) of materials from the landfill for recycling purposes.



VIEW
REPORTS

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

MUNICIPAL SERVICES



LAST MONTH'S ACCOMPLISHMENTS

- Installed 20 water taps and 15 sewer taps
- Repaired 126 distribution system leaks, investigated 4 property owner leaks, and responded to 29 low water pressure complaints.
- Line cleaning crews have cleaned 18,737 feet of collection system sewer main; removing 59,820 pounds of debris.
- SL-RAT crew have inspected 30 manholes and surveyed 5,900 feet of sanitary sewer lines.
- Hydrant crew has inspected and repaired 88 hydrants.



UPCOMING PROJECTS

- Hydrant crew will be assessing and repairing/replacing hydrants in Hollywood Heights and Driftwood Neighborhoods.
- Collection Crews are replacing 3 sewer alleys.
- The Manhole repair crew is repairing manholes in the Terramar Sewer Shed.
- The valve exercising crew will begin proactive measures in the Playa San Luis and Laguna San Luis Neighborhood.



VIEW REPORTS

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

STREETS & DRAINAGE



LAST MONTH'S ACCOMPLISHMENTS

- Installed 2 culverts
- Mowed 2,500 liner feet of ditches
- Cleaned 12,435 feet of storm mains
- Repaired 1 bridge blocks
- Patched 44 potholes
- Completed 7 utility cuts
- IDC crew completed 1 job
- Swept 6 miles of streets
- Paved 7,982 linear feet



UPCOMING PROJECTS

- The Mill and Overlay crew will be finishing paving in Bay Harbor
- Drainage will be mowing ditches on 3005 in front of Pirates Beach

TRAFFIC



LAST MONTH'S ACCOMPLISHMENTS

- Striped 26th street from Broadway to Market Street
- Installed Illuminated Street markers and LED Stop sign on 51st and Ave O
- Replaced Intersection lights from 6th and Seawall to 81st and Seawall



UPCOMING PROJECTS

- Mardi Gras special event
- Replace lighting at intersections on Ave O and Ave P
- Complete Illuminated Street ID signs on Broadway

SANITATION



LAST MONTH'S ACCOMPLISHMENTS

- Sanitation crews completed 857 total requests for service.
- Sanitation crews made 399 trips to the Transfer Station.
- Deposited 2,132.24 tons (4,264,480 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

- **Grumman's to Galveston Fly-In:** Airport tenant Glen Thomas hosted a Grumman Owners & Pilots Association fly-in on January 20-22, 2023, for Grumman aircraft owners. A total of 35 attendees visited several Galveston landmarks, the Yaga's Chili Quest & Beer Fest, and the air traffic control tower during the fly-in.
- **TxDOT Project 2312GLVST:** This project is for engineering and design services for Runway Safety Area Improvements for Runway 14. We received six solicitations to the RFQ on January 3, 2023. The selection committee ranked each firm based on qualifications and notified the two top firms for interviews in February.
- **Hangar 28 Roof Repairs:** Ag-Pro Painting completed installing the silicone roofing system on Hangar 28.
- **Monthly Airport Information Request:** We handled 65 requests for information related to airport operations in January.
- **Airline service:** 42
- **Flight Instruction:** 1
- **Aircraft Rental:** 1
- **Lease Hangar Space:** 4
- **Complaint:** 1
- **Vehicle parking:** 4



VIEW REPORTS

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

SCHOLES AIRPORT



UPCOMING PROJECTS

- **Airport Advisory Committee Meeting:** The Airport Advisory Committee will meet at noon on February 14, 2023, for their regularly scheduled meeting. The Committee will discuss the status of various projects and will receive the monthly fuel, operations, and budget reports.
- **2023 Partnership Conference:** Airport staff plans to attend the FAA and South Central Chapter of the American Association of Airport Executive conference in Hurst, Texas, from February 27 through March 1, 2023.
- **TxDOT Project 2212GALVN:** This \$2,389,200 project is to rehabilitate the South Apron and the South Ramp. TxDOT Aviation. We expect this project to be finished by the end of March 2023.