



MARCH 2023

# CITY MANAGER'S **REPORT**

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

## A MESSAGE FROM OUR CITY MANAGER



*The City has made major progress in the Seawall lighting project this year and more work is in store.*

*The City of Galveston recently completed the installation of bollard lighting on the Seawall from 39th to 45th streets. The work is part of a plan to place bollard lights along the Seawall from 6th Street to 61st Street using Seawall paid parking revenue.*

*The City has divided the project into phases to purchase as revenue is available from the paid parking fund and we've based the timeline on this budget. In 2022, contractors completed the first phase of the project installing lights from 29th Street to 39th Street. The second phase, from 39th to 45th streets, was completed this spring.*

*The City Council recently approved funding for*

*phase three. After Labor Day, the contractor will install 275 bollards from 6th Street to 19th Street on the Seawall.*

*We're excited about this project because the Seawall is one of our primary corridors, and the lights improve the appearance, walkability and safety of the corridor.*

*The City of Galveston is carefully utilizing Seawall parking revenues for projects that enhance the boulevard. This includes landscaping, lighting, additional restrooms, and additional crosswalks. We hope these improvements will make walking and driving along the Seawall more enjoyable for residents and visitors.*

*Sincerely,  
Brian Maxwell*

# TABLE OF CONTENTS



- 04 [CITY MARSHAL](#)
- 05 [COMMUNITY OUTREACH](#)
- 07 [CONSTRUCTION](#)
- 09 [DEVELOPMENT SERVICES](#)
- 10 [ENGINEERING](#)
- 14 [FACILITIES](#)
- 15 [FINANCE](#)
- 19 [FIRE DEPARTMENT/EM](#)
- 20 [FLEET FACILITIES](#)
- 21 [GRANTS AND HOUSING](#)
- 23 [HUMAN RESOURCES](#)
- 25 [INFORMATION TECHNOLOGY](#)
- 27 [ISLAND TRANSIT](#)
- 28 [PARKS AND RECREATION](#)
- 31 [PLANNING AND DEVELOPMENT](#)
- 33 [POLICE DEPARTMENT](#)
- 34 [PUBLIC WORKS](#)
- 37 [SCHOLES AIRPORT](#)

# CITY MARSHAL



## LAST MONTH'S ACCOMPLISHMENTS

- 31 -Court cases heard in Municipal Court
- 3 -Housing Abatement cases heard in Municipal Court
- 28 -Complaint based cases
- 479 -Self-initiated cases
- 110 - Complaints received
- 1081 -Total investigations
- 50 -Vehicles Towed
- 76 -Vehicles Red Tagged
- 240 -Residential Parking Permits issued, 294-Visitors passes
- Total of 218 -Golf Carts permitted
- Regular Parking Violation total for the month was – 2,992 citations
- 2 - Properties Red Tagged
- Department Received in Payments-
- Golf Carts- \$ 9,925.00
- Alarms- \$ 4,250.00
- Ground Transportation - \$ 490.00
- Staff attended Galveston University
- Participated in Touch-a-Truck event
- Staff also attended the Community Outreach -Cops and Clergy Breakfast



## UPCOMING PROJECTS

- In search for open position of Deputy Marshal



## 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
- Assisted with several departmental requests for promotional materials, planning public meetings and updating the website
- Planned media event for the launch of MDRT
- Served on mass communications committee for new software
- Worked on PR materials for stormwater master plan
- Completed winter 2023 Galveston University classes
- Promoted Drunk Driving and safe rides campaign around St Patrick's Day



## UPCOMING PROJECTS

- AMI smart app public rollout - develop PR materials for launch of the EyeOnWater app
- Training new employees on website editing
- Planning for summer community outreach events

## LAST MONTH'S VIDEOS

- [Employee Spotlight: Anastacio Urbina Jr.](#)
- [City of Galveston Parks and Recreation Department](#)

## SPECIAL EVENTS

### LAST MONTH'S ACCOMPLISHMENTS

- Held 11 meetings with event organizers regarding their events
- Continued planning for Upcoming Events (April-July)
- Special Event Permits Issued: 5
- Loudspeaker Permits Issued: 14
- Completed Events:
  - March 4: GISD "Everybody's Essential" 5K
  - March 4: Touch-A-Truck
  - March 18: Galveston Island Market
  - March 25: Hike for Hope 5K
  - March 25: Little League Parade

### UPCOMING PROJECTS

- April 2: Ironman 70.3 Triathlon
- April 15: Galveston Island Market
- April 29: Grand Kids Festival
- April 30: Market Mile
- 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 March 3](#)
- [Legislative Report March 10](#)
- [Legislative Report March 17](#)
- [Legislative Report March 24](#)
- [Legislative Report March 31](#)

# DEVELOPMENT SERVICES



## LAST MONTH'S ACCOMPLISHMENTS

- [Inspections Completed](#)
- [Permits Issued](#)



## UPCOMING PROJECTS

- **Continue operations**

# 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 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 coun-

cil 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 com-

pleted 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 Av-

enue 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

- Completed the re-painting of the Crockett Battery Park shade structure, light poles and benches.
- City Hall window project is waiting on the new Terracotta stones to be manufactured, delivered and installed.
- Pressure washed the exterior of City Hall
- Prepped the flower beds at City Hall and Fire Station 1 for spring plantings.
- Touched up painting in the hallways at the Public Works Facility.
- Seawall Illuminated Bollard Phase II Project is underway.
- Handled and completed 570 work orders, re, light poles and benches.



## UPCOMING PROJECTS

- Repainting the red curbs at City Hall and Fire Station #1.
- Test all of the standby emergency generators for contaminants in the diesel fuel.
- Seawall Illuminated Bollard Phase II is ongoing
- Planting the spring flowers at City Hall and Fire Station #1
- Annual Service on the standby emergency generators has started

## BUDGET



### LAST MONTH'S ACCOMPLISHMENTS

- Distribute the FY2023 1st Quarter Budget Report
- Continue work on FY2024 Departmental Budget shared folders
- Work on FY2024-FY2028 Capital Improvement Plan
- Prepared February 2023 cash flow reports for CIP Projects and discussed with personnel
- Presented 2nd Budget Amendment for City Council approval



### UPCOMING PROJECTS

- Work on FY2023 2nd Quarter Budget Report
- Prepared March 2023 cash flow reports for CIP Projects.
- Continue work on FY2024 Departmental Budget Folders
- Continue work on FY2024-FY2029 Capital Improvement Plan

## PURCHASING



### LAST MONTH'S ACCOMPLISHMENTS

- Bid Opening for RFP 23-05 Disaster Consulting and Grant Administration
- Bid Opening for RFP 23-07 Mass Communications Notification System
- Bid Opening for RFP 22-06 Sandhill Crane Soccer Field
- Advertised RFP 23-08 Transfer Station Operations, Sledge Hauling and Commercial Franchise Haulers
- Advertised RFP 23-10 Pirates Beach Waste Water Treatment Plant and Lift Station 35
- Advertised Bid 23-08 Fleet Facility Automotive Lubricants
- Advertised Bid 23-10 Fleet Facility Automotive Tire



VIEW

REPORTS

- View the report [here](#)



## UPCOMING PROJECTS

- Drafting Solicitation for the Recycling Office Building.
- Drafting Solicitation for Vending Services
- Drafting Solicitation for City Comprehensive Plan
- Drafting Solicitation for Coastal Beach Survey
- Drafting Solicitation for 14th Street Pump Station
- Drafting Solicitation for Sanitary Lift Stations 6, 8 & 26
- Project on hold 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 (Police Dept)
- Drafting Solicitation Parks and Concessions Services
- Drafting Solicitation for Disaster Consulting Services
- Drafting Solicitation for Sanitary Sewer Rehab
- Drafting Solicitation for City Hall East Side Terracotta Stone Work Repairs and Waterproofing
- 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 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 Exterior Airport Terminal Building Repairs
- Drafting Solicitation for 23rd Street Waterline Offset
- Drafting Solicitation for GFD Uniforms
- Drafting Contract for ATCT Window Replacement
- Drafting Solicitation for Utility Billing, Print and Mail Outsourcing
- Drafting Solicitation for Galveston Incinerator
- Drafting Solicitation for replacing the existing elevator at airport control Tower
- Drafting Solicitation for replacing the existing airfield control and monitoring system in the control tower

## CUSTOMER SERVICE



### LAST MONTH'S ACCOMPLISHMENTS

- Continue to encourage e-bills and autopay
- Review mass meter change out file from the contractor to ensure accuracy
- Continue utilizing the new AMI technology to monitor vacant usage and leaks
- Contractors continue installing meters in Cycle 5
- Continue delinquent calls and shut offs

Performance Measures	FY 2019	FY 2020	FY 2021	FY 2022	1st Qtr FY23	2nd Qtr FY23
Meters re-read manually	364	550	321	602	658	1,387
Adjustments	2,090	1,536	2,003	2,375	681	597
Adjustments (\$\$\$)	\$ 374,840	\$ 341,172	\$ 373,460	\$ 208,133	138,169	59,856
Water Bills emailed			73,149	75,338	20,902	20,620
Water Bills Mailed Out	255,015	255,470	245,009	233,831	57,635	57,282
Outstanding "water concern" emails received	236	309	323	281	25	54
Outstanding "water concern" emails completed	300	509	306	210	25	43
Service Orders	20,806	15,078	18,437	18,967	5,533	4,403
New Customer connections	3,239	3,556	3,483	3,660	667	738



### UPCOMING PROJECTS

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

## ACCOUNTING



### LAST MONTH'S ACCOMPLISHMENTS

- Published and submitted the FY22 annual comprehensive financial report to the City Secretary's Office

Performance Measures	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ACTUAL
Number of vendor payments completed	7,162	8,430	5,768	5,791	5,476	5,103	5,926	5,039	2,106
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%	73.41%
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%	26.59%
Number of funds managed	260	270	274	282	294	118	124	126	137
Investment Portfolio (Millions)	\$98	\$103	\$153	\$145	\$139	\$169	\$150	\$162	\$250
Interest Earned (Thousands)	\$428	\$644	\$867	\$2,247	\$3,247	\$1,923	\$81	\$173	\$2,047
Number of FEMA like PW's closed out	19	24	25	3	5	1	16	11	17
Number of FEMA like PW's finalized	4	262	28	38	56	31	25	28	18
Number of FEMA Harvey PW's closed out				9	10		2	10	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	35



### UPCOMING PROJECTS

- Complete the implementation of new module in Gravity for debt management
- Gravity application version update

## MUNICIPAL COURT



### LAST MONTH'S ACCOMPLISHMENTS

- View the report [here](#)

# FIRE DEPARTMENT



## LAST MONTH'S ACCOMPLISHMENTS

- Touch-A-Truck event for the City
- Kick off the MDRT Program
- I-Gel Training (Bound Tree Medical)
- Port Security Grant Program Training (PSGP)
- Background Checks For New Hires

ACCIDENT MAJOR	51	7.5%
ASSIST BY FIRE	36	5.3%
CHOKING	1	0.1%
DROWNING / DIVING / SCUBA ACC	9	1.3%
DUMPSTER TRASH FIRE	3	0.4%
ELECTRICAL PROBLEMS SPARKS	10	1.5%
FIRE ALARM	111	16.2%
FIRE OUTSIDE	12	1.8%
FIRST RESPONDERS	315	46.1%
GAS LINE BREAK LEAK	6	0.9%
GRASS	1	0.1%
HAZMAT	2	0.3%
MUTUAL AID FIRE	1	0.1%
OVERDOSE / POISONING	1	0.1%
PENETRATING TRAUMA	2	0.3%
POWER LINES DOWN TRANSFORMER	20	2.9%
RESCUE	11	1.6%
SMELL OF SMOKE GAS INSIDE	12	1.8%
SMELL OF SMOKE GAS OUTSIDE	6	0.9%
STRUCTURE FIRE	18	2.6%
UNCONSCIOUS	53	7.7%
VEHICLE FIRE	2	0.3%
WASHDOWN	1	0.1%
<b>Total:</b>	<b>684</b>	<b>100.0%</b>



## UPCOMING PROJECTS

- Interviews and background checks for new hires
- Hose & Hydrant testing for the department
- Bunker gear gets professionally cleaned this month
- MDRT Team Leadership training
- Collective Bargaining discussion with HR
- Training with Coast Guard on water rescue and search



## LAST MONTH'S ACCOMPLISHMENTS

# FLEET

- Total rolling stock count - 593
- Mechanics worked on:
- Total pieces of assets with work orders - 272
- Total work orders - 639
- Number of work orders with specific repair reasons.
- Repairs from PM's Services - 92
- General Repairs - 624
- Accident Repairs - 17
- Other Repairs - 23
- Road Calls - 80
- Add On Item - 15
- Preventive Maintenance Services - 331
- Non-Vehicle Repair - 23
- Provided 62,090 gallons of fuel for the city and outside organizations.
- City gallons \ 42,431
- Galveston County gallons \ 5,909
- Parks Board gallons \ 5,766
- Port of Galveston gallons \ 3,587
- Jamaica Beach gallons \ 620
- Bayou Vista gallons \ 633
- Galv County Health District \ 3,141
- Navigation District gallons \ 0
- New decals for older fleet vehicles with new designs.
- Fourth steel wheel trolley under restoration by GOMACO Trolley Company.
- Installing new GPS systems in all city units.



## UPCOMING PROJECTS

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

# GRANTS & HOUSING



## LAST MONTH'S ACCOMPLISHMENTS

- HOME Program-American Rescue Plan (ARP) funding – Conducted a Public Hearing to discuss the HOME ARP Allocation Plan and to take public comments regarding the plan
- Presented the Draft HOME-ARP Allocation Plan to the Homeless Coalition for public comments
- Presented the Final HOME-ARP Allocation Plan to City Council for approval
- Submitted the HOME ARP Allocation Plan to HUD on March 31st
- 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 (TBRA) – To date, assisted a total of 75 LMI households with rental assistance for one (1) year and security deposit
- Staff issued two (2) coupons and performed one (1) Housing Quality Standards re-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)
- Staff prepared for HUD Monitoring review
- Technical Assistance
- Provided assistance for 82 homeowners with housing information, 21 homebuyers for homebuyer assistance program, 40 inquiries for Galveston County housing program, 3 inquiries for CDBG-CV mortgage assistance, and over 190 phone inquiries for rental assistance



## UPCOMING PROJECTS

- 2021 Street Repaving Project – (HUD Regulatory Requirement)
- Complete the additional environmental review process for completion of the project
- 2023 Action Plan – (HUD Regulatory Requirement)
- Planning and consultation for the proposed 2023 CDBG and HOME Program Year projects
- Financial Management – (HUD Regulatory Requirement)
- Facilitate review of project accounts for allowable and allocable expenditures and preparation of adjustments as needed for development of program drawdowns to reimburse the City
- 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) – (HUD Regulatory Requirement)
- 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
- HUD Semi-Annual Report – (HUD Regulatory Requirement)
- Staff will prepare and submit to HUD the Semi-Annual Labor Standards Enforcement Report. This report consist 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 (HUD Regulatory Requirement)
- 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 will conduct desk audits on CDBG funded City Departments Projects to ensure that the activities and expenditures are eligible, allowable, and conforming to the grant
- Staff will enter all project accomplishments into HUD's Integrated Disbursement and Information System (IDIS)
- HUD will conduct monitoring review on April 3rd through April 14th
- April is Fair Housing Month – (HUD Regulatory Requirement)
- Staff will disseminate Fair Housing information to Community Stakeholders
- Training Webinars – (HUD Regulatory Requirement)
- Staff will participate in HUD training webinars
- Public Outreach
- Staff will attend the Gulf Coast Homeless Coalition monthly meeting

# HUMAN RESOURCES



## LAST MONTH'S ACCOMPLISHMENTS

- Held Civil Service Lateral Exam for the Police Department.
- Held two New Hire Orientations. Eighteen (18) New Employees- 1 Police Officer, 1 Civilian Paramedic, 6 Telecommunicators, 1 D/C Technician II, 2 Heavy Equipment Operators, 3 Maintenance Workers, 3 PT Gate Attendants, and 1 PT Recreation Aide
- Attended the “Touch a Truck Event” as part of the recruitment initiative to fill all City job vacancies.
- Attended (virtually) the Texas Workforce Commission “Employer Symposium 2023” to learn how to increase innovative recruitment & retention strategies and access additional talent networks.
- Hosted Virtual Health Benefits Plan Board Meetings (at least 2).
- New Hire Orientation (at least 4).
- Continue support of City Departments in filling job vacancies.



## UPCOMING PROJECTS

- New Hire Orientation
- 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 16 addresses/domains related to phishing or spam.
  - Responded to one (1) public information requests
  - Moved Fire Station 4 and the Airport Tower from Cable Modem to Leased Fiber
  - Tier 1 support completed 189 technical support tickets
- Configured and deployed new hardware and software for Public Works Engineering
- Developed and/or modified 13 custom reports for various departments
- Continued activities on other open projects



## UPCOMING PROJECTS

- 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 to implement audio upgrade in RM204
- Continue project activities on the citywide security camera needs assessment and update project
- Continue project initiatives to replace secure 32 with Intellectcheck
- Patch switch firmware during regular maintenance windows

# Information Technology

## GIS Division



### LAST MONTH'S ACCOMPLISHMENTS

- Completed ten (10) GIS map and data requests consisting of fourteen hundred and ninety-four (1494) items:
- Updated sanitary sewer overflows layer with January's overflow
- Easements - Created an Easement featureclass to hold the easements digitized from plats and records.
- Easements – Entered/digitized 1098 easements
- Abandonments - entered/digitized 380 City of Galveston ROW abandonments from ordinances.
- Printed fire hydrant map for GFD
- Short Term Rentals - Updated short term rental registrations feature class and provided breakdown of STRs by council district
- Created 5 fire hydrant and water mains maps
- Created feature class, web map, and web app as a proof of concept of the fire department planning map
- Created feature class, web map, and web app for the fire department preplans with field edit capabilities
- AMI Meters - Downloaded geodatabase from vendor containing 23,078 meter points. Loaded into enterprise geodatabase and published to GIS portal.
- Completed four (4) GIS Support requests consisting of twenty-seven (27) items:

- Created 15 Portal accounts
- ArcGIS Field Maps - Installed Field Maps on Fire Captain's phone and loaded offline map
- ArcSDE - Completed instructions for City GIS users to update all their SDE connections
- Remove ten (10) users from Portal, AGOL and GIS Databases
- Responded to zero (0) Public Information Requests.
- City Abandonments
- Researching the public records and Laserfiche, downloading abandonments, digitizing and publishing to GIS Portal
- City Easements
- Researching the public records, plats, downloading easements, digitizing and publishing to GIS Portal



### UPCOMING PROJECTS

- ArcGIS server upgrade 10.9.1

# ISLAND TRANSIT



## LAST MONTH'S ACCOMPLISHMENTS

- [Fixed route ridership: 15,247](#)
- [Seawall route: 2287](#)
- [Streetcar: 2465](#)
- [Charter: 2, Charter Billing: \\$450](#)
- [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.
- Installed new fence at Hooper Field
- Installed touchless water fountains at Wright Cuney
- Received bids for Sandhill Crane Soccer Complex



### 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
- Bid 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: 2611
  - o Seniors: 1225
  - o Youth: 877
  - o Military: 354
  - o Daily Pass (Adults & Seniors): 161
  - o City Employee Passes (All Access to Pool and Parks): 85
- Wright Cuney Membership Totals:
  - o Adults: 596
  - o Seniors: 148
  - o Youth: 672
- Held Community Meetings For/With: Better Parks for Galveston, The Families, Children & Youth Board, Cultural Arts Commission, Parks and Recreation Advisory Board, Tree Committee and Galveston Ukulele Society.
- Continued After School Youth Programs & Adult/Senior Programs during Day
- Cultural Arts Commission received 32 proposals for their public art grants.
- Began hosting Monday Night Tennis League with Galveston County Tennis Association
- Some staff attended the 2023 Texas Recreation and Park Society Institute in Frisco
- Began planning for the 2024 Texas Recreation and Park Society Institute, hosted in Galveston
- Renovation Kick-off meeting for Front Lobby Re-designs at both Recreation Centers



### UPCOMING PROJECTS

- Continue to Review & Update Programs, Policies, and Procedures
- Recreation Management Software RFP
- Cultural Arts Consultant RFP

## AQUATICS



### LAST MONTH'S ACCOMPLISHMENTS

- Recruiting Seasonal staff through marketing and Facebook, as well as at the high schools and Galveston College
- 10 returning lifeguards turned in to HR for re-hire
- Staff attended the Coastal Cities Aquatic Association meeting to determine swim meets for our new Sea Turtles Summer Swim League
- Through Better Parks for Galveston, Coastal Community Bank has donated \$1,000 to buy prizes and supplies needed for our First Annual Easter Egg Splash
- Replaced 4 pool lights in lap pool.
- Replaced 2 Acid Pumps in chemical room.
- Staff Planned April's opening day easter event
- Current Memberships: Adult – 317, Child – 103, Senior – 179, Military – 32, Water Aerobics -22, City Employee 85
- Average Daily Attendance for month: None, Pool Opens April 8th
- Pool Transactions for March. Memberships \$440.00, Activities & Programs \$3,355.00, Concessions \$0, Rentals \$0, Training Classes \$0, Expense Reimbursement \$0
- Pocket Park 1
- Turned in paperwork for 5 Gate Attendants and hired 3 Gate Attendants
- Ordered supplies and staff uniforms
- Ordered Tickets for Weekend and RV's
- Opened Pocket Park one on Friday March 10th
- Daily Beach Transactions: \$14,190.00
- Season Passes Sold: \$2000.00
- Total Revenue: \$\$16,190.00



### UPCOMING PROJECTS

- Paint Booth at pocket park inside and outside
- Plan for upcoming events department wide
- Overhaul and update acid room
- Deck cover for party deck

# PLANNING & DEVELOPMENT



## LAST MONTH'S ACCOMPLISHMENTS

- Held a workshop with the Planning Commission reviewing the Development Process
- Hosted seven Pre-Development Meetings
- Held an orientation session for a new Zoning Board of Adjustment member
- Landmark Commission:
  - 23LC-008 2222 Ave P Galveston Landmark Designation
  - 23LC-009 1117 Ave F Certificate of Appropriateness for Addition
  - 23LC-010 1328 Ave I Certificate of Appropriateness for Garage Apartment
  - 23LC-011 1520 25th Certificate of Appropriateness for Solar Panels
  - 23LC-012 1202 Ave E Certificate of Appropriateness - Modification to Previous Approval 22LC-033
  - 23LC-013 2301 Ave B Certificate of Appropriateness for Window Modification
- Planning Commission:
  - 23P-024 2222 Ave P Galveston Landmark Designation
  - 23P-025 1811 20th License to Use for Building encroachment - 1.2 feet into the alley
  - 23P-026 5228 Ave J Planned Unit Development - Time Extension
  - 23P-027 2315 72nd Planned Unit Development - Time Extension
  - 23P-028 14224 Stewart License to Use for landscaping in ROW
  - 23P-029 3903 Second Replat 1 into 2 in R-1
  - 23P-030 1514 31st Replat one lot to two lots in R-1 (Public Hearing Only)
- Zoning Board of Adjustment:
  - 23Z-002 1811 61st Variance - Side Setback
  - 23Z-003 23011 Lunes Variance - Lot Size
- Beachfront Construction/Dune Protection Permits:
  - 23BF-022 12605 Ventura Concrete driveway
  - 23BF-023 19135 Kahala New construction single-family residence
  - 23BF-024 742 Positano Single family home with an elevator
  - 23BF-025 13034 JOHN REYNOLDS Single family home
- Administrative Approvals:
  - 23LTU-002 4501 Ave J License to Use for A-Frame Sign
  - 23LTU-003 1811 20th License to Use - canopy
  - 23PLAT-00008 1628 Ave I Replat 2 Lots into 1 Lot
  - 23PLAT-00009 1414 29th Replat to resolve encroachment
  - 23PLM-00070 1502 13th Zoning Letter Type A

- 23PLM-00071 5002 Seawall Recreational Equipment Rental (Renewal) - Seawall Bike Rentals
- 23PLM-00072 823 25th 2023 renewal
- 23PLM-00073 823 25th Mobile Vending - 5 Ice Cream Trucks
- 23PLM-00074 3128 Seawall Seasonal Parking Lot - 3/8/23 - 9/30/23
- 23PLM-00075 4427 Ave J Concession Renewal - Roger Produce
- 23PLM-00076 2301 Ave B Concession (West End Glass Art) - Saengerfest Park
- 23PLM-00077 6000 Harborside Zoning Analysis
- 23PLM-00078 6101 Harborside Zoning Analysis
- 23PLM-00079 6127 Harborside Zoning Letter A
- 23PLM-00080 Zoning Letter A
- 23PLM-00081 2302 Ave B 2023 renewal
- 23PLM-00082 3433 Cove View Zoning Letter Type A
- 23PLM-00083 828 60th Zoning Letter Type A
- 23PLM-00084 17630 FM 3005 Concession - Manama Deli
- 23PLM-00085 828 60th Zoning letter
- 23PLM-00086 3001 Ave J Coin-ops - Qty - 12 (various locations)
- 23PLM-00087 Tree Removal
- 23PLM-00088 4502 Seawall new applicant for 2023
- 23PLM-00089 4028 Ave J Concession - Pupusas Margoth
- CZC2023-06 2302 Ave B Certificate of Zoning Compliance - concession park



# POLICE DEPARTMENT



## LAST MONTH'S ACCOMPLISHMENTS

- 786 crime reports generated
- 6194 calls for service
- 613 arrests
  
- The formal launch of the COAST Team (Compassionate Open Access to Services & Treatment) was on March 13th. The team consists of a licensed mental health clinician from the Gulf Coast Center, a paramedic from the Galveston Fire Department, and a specially trained Galveston police officer working together to effectively respond to individuals experiencing mental health crises. The COAST Team offers a health-focused response to behavioral health emergencies designed to provide immediate mental health assistance onsite and connect patients to ongoing care.
- The department continues to participate with the SPCP (Strengthening Police Community Partnerships) Council. The program engages local law enforcement and community leaders in a dialogue to identify issues and collaboratively develop solutions that improve police-community partnerships.
- The department coordinated and facilitated law enforcement operations for the Galveston Police Department Movie Night hosted at Wright Cuney Park for the children that had continually displayed positive behaviors. This event was also attended and facilitated by volunteers from GPD.
- The 62nd Citizens Police Academy is still in full swing with the 9 citizens set to graduate on April 6, 2023. This class includes 3 citizens that will continue in their plight to become volunteer chaplains.



# PUBLIC WORKS

## RECYCLING



### LAST MONTH'S ACCOMPLISHMENTS

- Processed 180.30 tons of recyclable materials. Including 119.62 tons of paper, cardboard, and plastic, 20.05 tons of glass, 10 tons of repurposed concrete, and 30.64 tons of mixed metals.
- Received \$16,169.93 in commodity rebates.
- The Recycling Center had an estimated 19,945 visitors to the recycling center for the month of February.
- Provided curbside service to 217 community members and added 3 new residents to the curbside service program.
- Continued optimization of the Recycling Center.
- Provided collection support for The Rosenberg Library and Shriners Hospital.
- Completed weekly-pickup services of all Internal City Divisions, Galveston County Sheriffs Department, Galveston College, Galveston ISD, Private/Charter Schools in Galveston, and GISD Admin Offices.
- Continued to support the city-wide meter replacement project by processing 1.38 tons of “dirty” water meters into a “clean” capacity for recycling purposes.
- In March, the Recycling Division also provided collection and clean up support to the annual “Hike for Hope” 5k event that occurred at McGuire Dent Recreational Center.

## MUNICIPAL SERVICES



### LAST MONTH'S ACCOMPLISHMENTS

- Installed 33 water taps and 33 sewer taps
- Repaired 83 distribution system leaks, investigated 7 property owner leaks, and responded to 13 low water pressure complaints.
- Line cleaning crews have cleaned 16,269 feet of collection system sewer main; removing 42,708 pounds of debris.
- SL-RAT crew have inspected 7 manholes and surveyed 2,700 feet of sanitary sewer lines.
- Hydrant crew has inspected and repaired 116 hydrants.



### UPCOMING PROJECTS

- Hydrant crew will be assessing and repairing/replacing hydrants around the Airport and Campeche Cove.
- The Manhole repair crew is repairing manholes in the Terramar Sewer Shed and contractors will be rehabbing 6 additional manholes on 46th Street.
- The valve exercising crew will begin proactive measures in the Terramar Neighborhood.



### VIEW REPORTS

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

## STREETS & DRAINAGE



### LAST MONTH'S ACCOMPLISHMENTS

- Installed 15 culverts
- Mowed 126,025 liner feet of ditches
- Crews have cleaned 9,610 feet of storm drains and inlets
- Crews repaired 4 bridge blocks
- Patched 108 potholes
- Completed 48 utility cuts
- IDC crew completed 5 jobs
- Swept 4 miles of streets
- Paved 9 blocks of streets (~4,250 linear feet)



### UPCOMING PROJECTS

- Complete the Gulf Village paving project
- Mowing drainage ditches in Bay Harbor

## TRAFFIC



### LAST MONTH'S ACCOMPLISHMENTS

- Completed lighting repair on Avenues O and P.
- Touch a Truck Event
- Installed street ID signs with block numbers and stop bars on Pine, Yaupon, Yucca, Oak, Cypress and Sycamore
- Began installing new street ID signs with block numbers on Broadway



### UPCOMING PROJECTS

- Complete installation of new street ID signs on Broadway
- Resume illuminated street ID sign repair on Broadway
- Install new street ID signs, stop bars and pavement markings in Bay Harbor
- Special Event Iron Man Triathlon

## SANITATION



### LAST MONTH'S ACCOMPLISHMENTS

- Sanitation crews completed 615 total requests for service.
- Sanitation crews made 535 trips to the Transfer Station.
- Deposited 2,759.32 tons (5,518'640. 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

- FAA Bipartisan Infrastructure Law (BIL) FAA Contract Tower Program Funding Grants: On March 31, 2023, we received notification that we received grants for three projects for the air traffic control tower for a total of \$885,000 and does not require matching funds.
- 1) ATCT Window Replacement Project: Received \$600,000 to replace 13 window frames in the control tower cab with marine grade stainless steel frames as well as replaces 13 window panes.
- 2) ATCT Airfield Lighting Control & Monitoring System Replacement Project: Received \$85,000 to replace the existing airfield lighting control and monitoring system, which has reached the end of its useful life and is no longer operational.
- 3) ATCT Elevator Replacement Project: Received \$200,000 to replace the existing elevator in the control tower, which Thyssenkrupp no longer supports.
- Monthly Airport Information Request: We handled 42 requests for information related to airport operations in March.
- Airline service: 26
- Flight Instruction: 1
- Lease Hangar Space: 3
- Vehicle parking: 1
- Complaints: 0
- \*Other: 11
- \*Other includes shuttle service, employment, office space rental, drones, rainfall amounts, fees, and restaurants requests



## VIEW REPORTS

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

# SCHOLES AIRPORT



## UPCOMING PROJECTS

- **Industrial Development Corporation (IDC) Funding Request:** On April 4, 2023, airport staff will brief the IDC Board on three projects and requests assistance in funding the 10% match for the \$5.8 million grant. The projects include Taxiway E Realignment, Apron Reconstruction, & Airfield Drainage projects.
- **FAA 5010 Inspection:** On April 6, 2023, Randy Collier with Aerologic, LLC will perform a 5010 inspection to update airport information, pavement, and marking conditions, identify all obstructions in or near the airport and update operations and based aircraft numbers.
- **Airport Advisory Committee Meeting:** The Airport Advisory Committee will meet at noon on April 11, 2023, for their regularly scheduled meeting. The Committee will discuss marking for the proposed turf landing strip, the status of various projects, and receive the monthly fuel, operations, and budget reports.
- **2023 Texas Aviation Conference:** Airport staff plans to attend the TxDOT Aviation Conference at Moody Gardens from April 12 through April 14, 2023. Discussion topics included the Texas Airport System Plan, legislative updates affecting airports, airport compliance, and an update on TxDOT/FAA funding programs.