



October 2019

CITY MANAGER'S REPORT

WWW.GALVESTONTX.GOV/CITYMANAGERSREPORT

A MESSAGE FROM OUR CITY MANAGER



There are many things to be excited about in the City of Galveston this fall.

In recent weeks, two of the major credit rating agencies assessed the City of Galveston and assigned strong credit ratings, citing the City's prudent financial management and low debt burden.

This allowed the City of Galveston save taxpayers money with an excellent interest rate on the final installment of the bonds voters approved in May 2017. This bond will be used to fund numerous street and drainage infrastructure projects, including 25th Street from Broadway to Seawall, 73rd Street from Heards Lane to Avenue N1/2, 16th Street from Broadway to Avenue N1/2 and 30th Street from Postoffice to Broadway.

In September, Mayor Yarbrough and I welcomed our

fall Galveston University students. For nine weeks, this group of 20 residents will have an opportunity to meet department leaders and learn more about the city and how we serve the island. This is our fourth Galveston University class and I'm thrilled that so many residents are interested in being involved and learning more about their city.

In the coming weeks, we anticipate work beginning on the 25th Street corridor just after Lone Star Rally in the first weekend of November. We understand that this can be an inconvenience at the time, but we are working closely with the contractor to mitigate the effects of construction on residents.

*Sincerely,
Brian Maxwell, City Manager*

TABLE OF CONTENTS



- [04 CITY MARSHAL](#)
- [05 CONSTRUCTION](#)
- [06 DEVELOPMENT SERVICES](#)
- [07 ENGINEERING](#)
- [10 FACILITIES](#)
- [11 FINANCE](#)
- [15 FIRE DEPARTMENT/EM](#)
- [16 FLEET FACILITIES](#)
- [17 GRANTS AND HOUSING](#)
- [19 HUMAN RESOURCES](#)
- [20 INFORMATION TECHNOLOGY](#)
- [22 ISLAND TRANSIT](#)
- [23 PARKS AND RECREATION](#)
- [26 PLANNING AND DEVELOPMENT](#)
- [28 POLICE DEPARTMENT](#)
- [29 PUBLIC INFORMATION OFFICE](#)
- [31 PUBLIC WORKS](#)
- [33 SCHOLES AIRPORT](#)

CITY MARSHAL



LAST MONTH'S ACCOMPLISHMENTS

- Marshal's Office worked jointly with the PD on a project involving volunteers to erase the graffiti in the downtown area.
- City Marshal and staff attended the Cops and Clergy Social.
- City Marshal and Deputy Marshal's attended Legislative Update class offered at GPD
- New decals were put on all the Parking Control Enforcement vehicles.
- 33 Public Nuisances were abated.
- 55 Court cases heard in Municipal Court
- 11 Housing Abatement cases heard in Municipal Court
- 213 Complaints received
- 32 Complaint based cases
- 227 Self-initiated cases
- 440 Total investigations
- 43 Vehicles Towed



UPCOMING PROJECTS

- We will be officially promoting James Pope to Chief Deputy at the October 17th council meeting.
- Marshal's Office along with the Police Dept, Planning Dept and Legal Dept. will make a walk around in the downtown area to survey the violations of the newly passed city ordinance to preserve the historic structure and design of the downtown buildings. A procedure will be put into place to gain compliance.
- Still moving forward in the implementation of

CITY MARSHAL

the vehicle disabling device (The Barnacle)

- City Marshal is working on getting another vehicle and officer for Parking Control.
- City Marshal's office will be attending National Night Out which was a great success being involved and showing the Citizens that the City does care about their neighborhoods and the quality of life for everyone.
- Assistant Director of Operations for the City Marshal's office will be attending the Galveston Leadership Program offered by Galveston College.

 **VIEW
REPORTS**

[Click here to view code enforcement report](#)

[Click here to view the ground transportation report](#)



CONSTRUCTION



LAST MONTH'S ACCOMPLISHMENTS

- Advertising for the repaving of 49th Street from Ave. P to Ave. S ½
- Advertising for the Airport Water Plant Expansion Phase 1
- Advertising for the 27th Street Streetscape Improvements Phase 3 from Broadway to Market Street
- Advertising for the Teichman Neighborhood Water Improvements
- Advertising for the Church Street Storm Sewer from 35th Street to 37th Street
- Advertising for the 35th Street Roadway, Storm Sewer and Utility Improvements
- Advertising for the Roadway Reconstruction of 73rd Street from Heards Lane to Avenue N ½
- Advertising for the Repaving of 30th Street from Avenue O to Seawall Boulevard
- Re-advertising for the 29th Street Improvements from Harborside to Church
- Awarding the construction of the 24 inch Waterline from the 59th Street Pump Station to the Airport Pump Station
- Awarding the Seawall Mill & Overlay Boddeker to SH 87 project
- Awarding the Downtown Pedestrian Transit Improvements project
- Awarding the Fire Hydrant Replacement contract
- Awarding the contract for the Replacement of the City Garage Roof
- Awarding the contract for the Pirates' Beach Area Water Improvements
- Starting the repaving of 25th Street from Broadway to Seawall

CONSTRUCTION



UPCOMING PROJECTS

- 59th Street Pump Station – 100 % complete; Close-Out Procedures Ongoing
- 59th St Ground Storage Tanks Rehabilitation – 98% complete
- Public Works/Utilities Facility – 75% complete
- Fire Station #1 – Substantial Completion reached August 2019
- Demolition of the 1920 tank and construction of the parking lot at 30th Street – 80% complete
- Repair of the Airport Wastewater Treatment Plant – 65% complete
- Market Street Improvements – 25th St. to 33rd St. – 99% complete
- Harborside Drive Improvements – 95% complete
- 7.5 million gallon (MG) water ground storage tank (GST) at 59th Street – 60% complete
- Renovation of the historic 30th Street Water & Electric Light Station – 65% complete
- Demolition of incinerator and concrete cap construction – 99% complete
- 45th Street from Broadway to Seawall – 25% complete
- Sunny Beach/8 Mile Road Sanitary Sewer Project – 23%
- 27th Street Streetscape Improvements Phase 2 – project in early phase

DEVELOPMENT SERVICES



LAST MONTH'S ACCOMPLISHMENTS

- Permit report from building division.
- Completing residential builder packet.
- One inspector attending state plumbing preparation course
- Cross training with planner & permit technician



UPCOMING PROJECTS

- Permit report from building division.
- Continuing to work on residential builder packet
- One inspector completed state plumbing preparation course



VIEW REPORTS

[Click here to view reports](#)



LAST MONTH'S ACCOMPLISHMENTS

Projects in 30% Design

- County Project: 23rd Street Reconstruction from Broadway to Seawall
- County Project: Avenue S Reconstruction from 53rd to Seawall

Projects in 60% Design

- 16th Street Reconstruction from Broadway to Seawall (60% submitted for City Review)
- Citywide Lift Station Upgrade Design-60% submitted for City Review
- New 5.4 MG Ground Storage Tank #2 at Airport Pump Station
- 48th Street Broadway Intersection and Northern Ditch Drainage Upgrades
- Main WWTP Digesters Dewatering and Process/Structural Improvements. Digester shown below (60% Design submitted and being reviewed by the City)
- 2.5 Million Gallon, 10 Mile Road Elevated Storage Tank; Tank similar to:



Projects in 90% Design

- 37th Street Broadway to Seawall
- Church Street Drainage from 35th to 37th Street

- 29th Street design from Church Street to Harbor-side
- 35th Street Reconstruction Broadway to Post Office
- Pirates Beach WWTP Replacement

Projects in 95% Design

- 18th Street Drainage from Ship Channel to Seawall (City Comments provided, revisions in progress)

Projects in 100% Design:

- 29th Street Reconstruction Avenue O to Avenue R-1/2 (on hold to re-allocate drainage to N of Broadway)
- 30th Street Reconstruction Avenue O to Seawall (on hold to re-allocate drainage to N of Broadway)
- Seawolf WWTP Replacement
- 35th Street from Post Office to Broadway
- While the Teichman Road design scope has been increased from 3,000 (original) to 9,000 (new) linear feet of waterline replacement, the schedule is being accelerated and 100% design is in progress

In-house Projects in 100% Design:

- 27th Street Phase III Traffic Calming, Landscape, Hardscape Improvements Broadway to Market

Projects in Pre-Bid/Advertisement:

- 73rd Street from Heards Lane to Avenue N-1/2
- Airport PS and new 4.6 MG Ground Storage Tank #1
- Legas Drive Structural design of sloped paving,

ENGINEERING

bulkhead, storm sewer pipe system, sidewalk and roadway repaving

Projects Advertised for Construction Bids:

- Pirates beach water loop design to improve capacity and pressure in the region. Complete Bid Package and Front End Documents prepared by Engineering (bids opened & award in process)

Construction Bids in Award evaluation:

- 49th Street Reconstruction design from Avenue P to Avenue S-1/2. Complete Bid Package and Front End Documents prepared by Engineering
- 24 inch transmission line from 59th Street Pump Station to the Airport Pump Station to provide redundant feed and upgraded capacity and pressure to the Airport Area and the West End.

Projects in Pre-Construction:

- Seawall Mill and Overlay from Ferry to Bodekker Rd (TXDOT and City Funded)-now in construction
- Downtown Livable Communities Pedestrian and Transit Improvements (TXDOT, City, FTA funded)-now in construction
- 25th Street Reconstruction from Broadway to Seawall-now in construction
- Water-loss Abatement (in-house Engineering Design/RFP)-now in construction
- Water Valve Exercise and Upgrades (in-house Engineering Design/RFP)-now in construction
- Broadway Bridge Block Drainage Crossings Up-

grades-now in construction

In-house Designed Projects in Construction:

- 27th Street Phase II Traffic Calming, Landscape, Hardscape Improvements Avenue O to Seawall

In-house Designed Projects Construction Completed:

- Downtown Gas Lamps Project

Developer Engineering Support:

- Assisting developers and engineers with roads, drainage, water and sewer projects by providing design criteria, codes, etc.
- Addressed drainage challenges with the design of the first Bio-Swale in Galveston
- Provided guidance in Predevelopment meetings related to Engineering Criteria for Design
- Texas International Terminal natural gas pipeline route and associated easements Permit

Field Visits, Inspections and Permits Processed:

- Commercial and Residential
- ADA Parking and Temporary License to Use
- ROW Construction (driveways and culverts)
- 5G Cables, New Power Poles, fiber optic, Gas, and Electric
- Address Permits
- Municipal Setting Designations
- Subdivision Construction Plans
- Fill Permits
- Sign Permits



UPCOMING PROJECTS

- 25th Street Broadway to Seawall Construction
- 15th Street Pump Station and Storm Sewer Upgrades HMGP DR-4332-024 Grant Awarded-Design Scoping in Progress.
- Design Concept Sketch Below; 15th Street Pump Station Design Consultant Selection Complete.
- Pirates Beach Laffittes Cove Waterline Loop Construction
- 49th Street Reconstruction from Avenue P to S-1/2
- Airport Pump Station and Ground Storage Tank Improvements Construction Bid Advertisement
- 29th Street Church Reconstruction to Harborside Redesign for additional drainage capacity
- 35th Street Reconstruction Broadway to Post Office Construction Bid Advertisement
- Church Street, 35th to 37th Drainage Improvements Construction Bid Advertisement
- 73rd Street Heards Lane to Avenue N-1/2 Road, Utilities and Drainage Improvements Construction
- 25th Street Broadway to Seawall Reconstruction
- Seawolf WWTP Replacement Bid Advertisement
- 5.4 MG Potable Water Storage Tank and Airport Pump Station; 40 feet tall tank is expected to be similar to the photo shown below (30% Design):
- 24 inch waterline 53rd Street North to Airport Pump Station Readvertisement.



Key Department Responsibilities

- Permits, Construction Inspections, Surveys & Field GIS
- MSDs, Residential and commercial Permits, Subdivision design plans, ROW Utility Permits, ROW sidewalk, ramps and culvert/driveway permits, handicapped parking permits, TLTUs
- Providing Robotic Surveys, GIS Maps, As-Built Drawings & Field GIS GPS data collection with Trimble R10 for infrastructure
- Construction Inspections for ROW permits and residential/commercial permits.

Stormwater/Islandwide Drainage Improvements/Grant Engineering:

- To effectively address the City's future Drainage Improvements challenged by flat terrain and high tide backflows, many concept engineering designs are in process, and one grant application is awaiting funding. Grant applications in process and those in concept total \$375M.
 - o 15th Street Stormwater Pump Station HMGP Grant \$33M (Figure 1): Awarded by FEMA/TDEM to City. Drainage Concept was completed in-house by engineering in addition to the RFP Scope and Specifications for Design of the 15th Street Pump Station.
 - o 6 more Grant applications for the areas noted below were submitted to TDEM and other grant funding mechanisms are being researched to improve Island-wide drainage.



UPCOMING PROJECTS

- Another potential future source of a \$125M future pump station and storm sewer improvements funding was identified (Figure 2) for concept drainage design in-house to support the drainage grant application. It involves a large developed area bounded by Avenue O, Seawall Blvd, 43rd and 61st Streets. Conceptual design and grant application is in process.
- The Engineering Department has taken on additional responsibilities to have the complete bid package including front end documents produced in Engineering and transmit them directly to Purchasing for bid/RFP advertisement.
- Traffic Signal design enhancements for 45th Street to replace span wire (existing left) to mast arm (proposed-middle and right pictures below):



FACILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Construction of City Hall 3rd floor restrooms is in progress
- Fire Station #2 fascia and soffit project has been completed
- Moved vending and ice machines to the 3rd floor in City Hall
- Moved surplus furniture and equipment to the first floor on the City Hall Annex
- Replaced bad compressors on Circuit A at the McGuire Dent Recreation Center
- Handled and completed 350 work orders



UPCOMING PROJECTS

- Ongoing construction for the City Hall 3rd floor restrooms project
- Start the remodel of the City Hall 1st floor restroom
- Replace the 5 ton HVAC condensing unit at the Scholes Field Airport Terminal

BUDGET



LAST MONTH'S ACCOMPLISHMENTS

- Adoption of the FY2020 Budget as presented.
- Adoption of the 2020 Tax Rate.
- Adoption of the FY2020-FY2024 Capital Improvement Plan.
- Established Adopted Budget in Banner Financial System.
- Prepare Adopted FY2020 Budget Document for final Print and City website
- Received the GFOA Budget Award for the FY 2019 Budget document



UPCOMING PROJECTS

- Submit Adopted FY2020 Budget entry for Distinguished Budget Presentation Award
- Prepare final FY2019 Budget amendment
- Assist in preparing final entries for FY2019 yearend close
- Roll encumbrance and prior year approved budgets in financial system
- Prepare 4th quarter budget report
- Generate budget and CIP in financial system

PURCHASING



LAST MONTH'S ACCOMPLISHMENTS

- Advertised solicitation for 73rd Street reconstruction



UPCOMING PROJECTS

- Prepare and advertise solicitations for welding services and mass communications.

PURCHASING DATA	September 2019	September 2018	FY 19 YTD	FY 18 Totals
# of Bids/RFPs Prepared/Advertised	2	4	49	65
# of Bids/RFPs Opened	3	2	48	64
# of Bids/RFPs Awarded by City Council September 2019	5	9	33	53
# of Requisitions Processed to POs	98	104	1768	1912
# of Work Orders Completed by Support Services (this service is now under Technology Services)	0	9	98	182

CUSTOMER SERVICE



LAST MONTH'S ACCOMPLISHMENTS

- Mailed flyer to utility billing customers containing instructions on how to read the new utility billing statement.
- Linebarger mailed 1,000 demand letters to utility billing delinquent customers.
- Launched the updated customer web-portal on the City's website.



UPCOMING PROJECTS

- Launch the re-designed utility billing statement.

Performance Measures	FY 2017	FY 2018	1st Qtr 2019	2nd Qtr 2019	3rd Qtr 2019	4th Qtr 2019	FY 2019
Meters re-read manually	300	782	236	406	331	364	364
Adjustments	3,432	3,987	597	457	531	505	2,090
Water Bills Mailed Out	261,802	260,602	64,078	64,001	63,591	63,345	255,015
Outstanding "water concern" emails received	572	440	79	52	59	46	236
Outstanding "water concern" emails completed	545	478	67	91	108	34	300
Service Orders	20,203	18,949	5,786	4,404	5,606	5,010	20,806
New Customers			748	763	1,013	889	3,413

ACCOUNTING



LAST MONTH'S ACCOMPLISHMENTS

- See below graphic.



UPCOMING PROJECTS

- Public improvement bond Series 2019 issuance.
- Cash handling seminar hosted by the City of Galveston and presented by Center for Public Management – Univ. of North Texas/Government Treasurers' Organization of Texas

Performance Measures	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 ACTUAL
Number of vendor payments completed	7,162	8,430	5,768	5,791	5,476
Number of checks as percent of total vendor payments	99.47%	98.70%	96.83%	95.65%	91.07%
Number of electronic payments as a percent of total vendor payments	0.53%	1.30%	3.17%	4.35%	8.93%
Number of funds managed	260	270	274	282	284
Investment Portfolio (Millions)	\$98	\$103	\$153	\$145	\$139
Interest Earned (Thousands)	\$428	\$644	\$694	\$1,787	\$3,383
Number of FEMA Ike PW's closed out	50	87	10	23	4
Number of FEMA Harvey PW's closed out				8	17
Number of bank accounts reconciled	27	27	30	31	34

MUNICIPAL COURT



LAST MONTH'S ACCOMPLISHMENTS

- View the report [here](#)

FIRE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- 550 Emergency Responses
- 82 Inspections
- 49 Permits for a total of \$7,805

- Galveston Fire Department had six fires during the month of September. The estimated total value of the property involved in these fires was \$771,530. The loss was \$171,300. Property value saved was \$600,230.



UPCOMING PROJECTS

- Fire Prevention Month
- Continued Fire Hydrant Maintenance
- Emergency Driver's Training
- Officer Development Training



FIRE DEPARTMENT

EMERGENCY MANAGEMENT



LAST MONTH'S ACCOMPLISHMENTS

- Emergency Shelter Planning with City of Austin.
- Planning Discussion for adoption of (AAIR) Active Attack Integrated Response training with GPD, GFD, A&M, UTMB, Port, and GAAA/EMS.
- Imelda Severe Weather Discussions/Preparations & Assessments.
- (International Outreach) Tokyo Metropolitan Government, discussions on emergency policy planning, evacuation, crisis management, protection/identification & countermeasures.



UPCOMING PROJECTS

- Southeast Texas Regional Advisory Council (SETRAC) Symposium.
- LoneStar Bike Rally
- UTMB Drill Active Shooter
- Mass Communications Development
- Hazard Mitigation Plan Review



LAST MONTH'S ACCOMPLISHMENTS

Mechanics worked on 423 vehicle work orders Other Services within the month and performed;

- General Repairs - 410
- Accident Repairs - 8
- Recall Repairs - 2
- PM's - 177
- Repairs from PM's - 71
- Road Calls - 73
- Provided 65,541.10 gallons of fuel for city and outside organizations.
- Auctioned 13 items bringing in \$164,672.21
- Re-decating older fleet vehicles with newly designed decals.
- Provided auto detailing during preventative maintenance services.
- Provided follow up fleet support for the Port of Galveston, Galveston Parks Board and Galveston County repair shops.
- Moving forward with the repairs to the Galveston Trolley System.
- Moving forward with Trolley UST repairs.



UPCOMING PROJECTS

- Continue fleet services
- Continue with Trolley Car restoration
- Trolley follow up inspections will be performed at the Gomaco Facility located in Ida Grove Iowa

GRANTS & HOUSING



LAST MONTH'S ACCOMPLISHMENTS

- 2019-2023 Consolidated Plan and 2019 Action Plan – HUD approved the 5-year and annual Plans and executed contracts for the CDBG and HOME Programs. Set-up 2019 CDBG and HOME Project Budgets and staff distribution. (HUD Regulatory Requirement)
- Financial Review – to ensure allowable and allocable expenditures and program standards for the HOME expenditures and preparation for reimbursement draw from HUD. Completed draw for HOME \$7,042.25. (HUD Regulatory Requirement)
- Environmental Reviews –working on ERs for 2019 projects (HUD Regulatory Requirement)
- 2019 Fiscal Year end – preparation for year-end close-out
- Monitoring review - staff conducted six (6) 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 IDIS Reporting (HUD Regulatory Requirement)
- Staff participated in a Lead Safe Housing Rule Amendment (LSHR) Training for Tenant-Based Rental Assistance(TBRA) Participants. This training focused on the purpose, rules and requirements of the LSHR. Also, key definitions and new requirements of the LSHR amendment and how to meet them were discussed in the training. (HUD Regulatory Requirement)
- Staff attended a Bid Opening for the Wright Cuney Gym Floor that will be funded under the 2019 CDBG Program.
- HUD Semi-Annual Report
 - Staff will prepare 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 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 (HUD Regulatory Requirement)
- Staff prepared and facilitated three (3) Release of lien documents for previous participants in the City's Housing Rehabilitation Program; homeowners have met their period of affordability. (HUD Regulatory Requirement)
- Technical Assistance – provided assistance for 12 homeowners with housing information, 7 homebuyers with homebuyer assistance, and 7 phone inquiries for rental assistance

GRANTS & HOUSING



UPCOMING PROJECTS

- HUD Semi-Annual Report
- Staff will 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 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 (HUD Regulatory Requirement)
- Staff will be accepting applications for the City's Homebuyer Assistance Program, 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.

HUMAN RESOURCES



LAST MONTH'S ACCOMPLISHMENTS

- Held two New Hire Orientations. Hired 10 New Employees – 4 Maintenance Workers, 2 Laborers, 1 Equipment Operator, 1 TV Truck Operator, 1 Meter Service Technician, and 1 Utility Customer Service Specialist
- Hosted site visit for AMOCO Federal Credit Union to offer financial products and services to Employees on September 4th
- Attended the United Way of Galveston Kick-Off Meeting for the “Workplace Giving Campaign” Committee on September 5th; Staff prepared for the Employee Appreciation Event for October
- Held a Police Promotional Exam for Sergeant
- Held a Police Promotional Exam for Lieutenant September 17th
- Hosted a Health Benefits Plan Board Meeting
- Hosted site visit for Nationwide Insurance to provide assistance to Employees with additional retirement plan options
- City Council approved recommended changes to the City’s Health Benefits Plan on September 12th. The Health Plan’s new Third Party Administrator (TPA) Blue Cross Blue Shield of Texas (BCBSTX) will begin administering all claims incurred on the October 1, 2019 effective date.
- Continued work with business partners and internal staff to transition administrative services for the City’s Health Plan to BlueCross BlueShield of Texas and life insurance benefits to The Standard.
- Presented a Diversity and Inclusion Plan to City Council to increase female representation throughout the City’s workforce focusing on recruitment and retention within the Fire Department, the Police Department, Public Works, and Municipal Utilities.
- Attended the Galveston Career Connect Monthly Leadership Team Meeting
- Reviewed and Processed 710 Employment Applications
- Continued support of City Departments in filling job vacancies

HUMAN RESOURCES



UPCOMING PROJECTS

- New Hire Orientation (at least 4)
- Host site visit for Edward Jones Insurance to provide assistance to Employees with additional retirement plan options and education savings plans on October 3rd
- Partner with United Way of Galveston for the “Workplace Giving Campaign” from October 7th – 18th; and will host an Employee Appreciation Luncheon October 4th
- Work with business partners and internal staff to transition administrative services for the City’s Health Plan to BlueCross BlueShield of Texas and life insurance benefits to The Standard.
- Hold a Fire Entrance Exam on October 23rd
- Hold 9 Annual Employee Open Enrollment Sessions November 5th – 7th
- Hold a Police Entrance Exam November 25th
- Coordinate the City’s participation in the ABC 13 39th Annual “Share Your Holidays” Food Drive benefiting the Houston and Galveston County Food Banks
- Host Health Benefits Plan Board Meetings (at least 2)
- Galveston Career Connect Monthly Leadership Team Meeting

ISLAND TRANSIT



LAST MONTH'S ACCOMPLISHMENTS

- Rt 1&2 – 5,329
- Rt 3&4 – 2,249
- Rt 5&6 – 10,243
- Rt 7 – 2,057
- RIDES (August Inv Total) – 2,091
- Trolley – 8,035
- Have sold 59 IDs to riders over 65, have sold 9 IDs to RIDES passengers, have sold 11 IDs to Veterans. These riders will now ride for free on the Fixed Route system
- City Council approves contract for FlixBus Service



UPCOMING PROJECTS

- Continue preparations for return of Rail Trolley
- Present FTA with needed documentation in relation to Triennial Review that was performed in June
- Working with TxDOT and FTA to transfer Bike Lane project (striping and signage) in an attempt to expedite said project.

Information Technology



LAST MONTH'S ACCOMPLISHMENTS

- Completed 235 service request
- Prepared and configured 95 desktops for deployment
- Configured 19 new Xerox copiers to print, scan, and email
- Moved most virtual servers to Cohesity backups
- Added 6 IP addresses/domains to Barracuda block list due to phishing/spam
- Attended two cybersecurity training webinars
- Procured vendor to integrate Facility Dude with Federation Services Proxy.
- Completed the relocation of City Hall Fiber



UPCOMING PROJECTS

- Update Police Department software to support the move from UCR reporting to NIBRS reporting
- Stage equipment in the new IT training lab
- Begin workstation deployment as part of desktop refresh program
- Begin the physical inventory of all server and network infrastructure
- Create updated policy and procedure for Windows updates
- Resolve issues with the ADFS proxy solution preventing use of the Facility Dude application outside of the network
- Finalize the policy and procedures manual for Cybersecurity training and resent for approval
- Kick off the Banner upgrade project
- Complete the up FY20 budget and year end processing
- Update the system to reflect the cost of living increases
- Update personnel salaries and job classes based on the salary study that was completed



Information Technology

GIS Division



LAST MONTH'S ACCOMPLISHMENTS

- Responded to three (3) Public Information Requests
- Completed nine (9) map and data requests:
 - o 3 – Public works utility maps (2) and dataset (1)
 - o 1 – March Route map for the Emergency Operation Center
 - o 1 – Capital Improvement Plan maps (7) and datasets (6) for the Finance department and City Manager’s Office
 - o 1 – Drainage impact fee assessment: appraisal tax roll parsed datasets (9) for the Finance department
 - o 1 – Meter count dataset and map book for Public Works
 - o 1 – Census 2020: New Construction program dataset and table for Development Services
 - o 1 – print template added to the public Zoning map for Development Services
- Data updates for Capital Improvement Plan, water utilities, and storm sewer.
- Addressed twenty-six (six) template, map service, and web map/app items for Public

- Works and Development Services
- GeoWeek 2019 planning phase I
- GIS support on Valve Assessment project for Municipal Utilities
- Initial discovery for a Fire Hydrant Inspection GIS application
- Continued development of City Staff training material and map templates



UPCOMING PROJECTS

- Continued development of the City Staff GIS training program
- Continued configuration of the My Government/Neighborhood map application
- Continued discovery for a Fire Hydrant Inspection GIS application
- Continued development of incorporating appraisal tax roll data with GIS for the Finance department
- Continued collaboration with Development Services on the Census 2020: New Construction program
- Collaborate with Engineering & Construction divisions on the as-built submittal guide
- Continued GeoWeek 2019 preparation

PARKS & RECREATION

PARKS & MAINTENANCE



LAST MONTH'S ACCOMPLISHMENTS

- Increased the height of volleyball fencing at Crockett Park Complex
- Mowed and removed trash and litter from all City-Owned or City-Managed Parks and Properties as well as the I-45 feeder roads
- Installed new fencing and signage around the Menard Park Dog Park
- Continued to assemble new trash containers
- Prepped and Marked Ball Fields Weekly
- Repaired Fence at Wright Cuney
- Removed Damaged Slide at Adoue Park
- Repaired Fence at Pony Colt
- Repaired Rider, 3 weed eaters and bobcat
- Watered and maintained Seawall Planter Boxes



UPCOMING PROJECTS

- Continue mowing, maintaining and landscaping all City-owned or City-managed locations, as well as Feeder Roads along I-45 highway from 59th Street to Causeway
- Install Shaded Park Benches at Lindale Park
- Install Additional Fencing at Gus Allen Park
- Replace Slats on Benches, Chairs and Tables at Fort Crockett Park
- Continue replacing brick pavers and crushed granite at Kempner Park
- Continue repairing irrigation leaks where needed
- Continue repairs to equipment and machinery
- Continue installing new water fountains donated by Better Parks for Galveston
- Additional Repairs to Pony Colt and Lassie League Baseball Fields
- Install sign at Hooper Field
- Remove Electrical Pole and damaged picnic tables at Jones Park
- Install new palms on 25th Street median
- Complete repairs to Lindale Dog Park agility course
- Install protective fence around Crockett Park turtle after repairs are completed
- Repair water trailer
- Repair Tennis Court lights at Menard Park

RECREATION & ADMIN



LAST MONTH'S ACCOMPLISHMENTS

- Adult Programing, including Exercise Classes, Futsal, Latin Dance, Tennis leagues, Pickleball, Badminton, Yoga, Adaptive Tennis
- Continued with Summer Youth Program at both Wright Cuney and McGuire-Dent, including arts and crafts, trumpet, karate, tennis and open gym and game room, along with computer lab
- Community Meetings
- Families, Children & Youth Board
- Parks & Recreation Advisory Board
- Better Parks for Galveston
- Tree Committee
- Community Outreach, including Support Groups and working with the Gulf Coast Center and Josephine Sullivan Foundation
- Mind, Body, and Soul exercise session hosted by B'Nai Temple Israel every 4th Tuesday at 7am at McGuire Dent
- Continue After School Youth Programs at Both Recreation Centers
- Hired New Assistant Director of Parks and Recreation Lawrence Thomas
 - o McGuire-Dent Membership Totals: Adults: 1,238, Seniors: 480, Youth: 588, Military: 56
 - o Wright Cuney Membership Totals: Adults: 554, Seniors: 27, Youth: 709



UPCOMING PROJECTS

- Replacement of Gym Floors at McGuire-Dent and Wright Cuney Recreation Centers
- Continue Adult and Youth programming at both Centers along with community outreach events and meetings
- Replace fence, small playground and restrooms fixtures at Wright Cuney Recreation Center
- Rehab basketball dome and repaint interior at Wright Cuney Recreation Centers
- Install and upgrade new Fitness Room Audio Transmitters

AQUATICS



LAST MONTH'S ACCOMPLISHMENTS

- Aquatics Manager became Social Media Chair for Texas Public Pool Council
- Attended and presented at IDC Meeting.
- Construction on women's shower drains continues.
- Fall hours begun on Sept. 4th.
- Offered 16 Water Fitness classes.
- Replaced/updated tubing for chlorine pump 1 (Leisure pool).
- Awarded September Guard of the Month to Brittany O'Brien.



UPCOMING PROJECTS

- Sunshine Center Swim Day – October 11
- Re-structure/overhaul Parks and Recreation Website
- CPR classes for General Public – work with GFD.
- Working with Trees for Galveston to complete plan for party deck.
- Working with local scuba shop to discuss rental options.
- Begin Fall maintenance duties.
- Setup school visit days.

SPECIAL EVENTS



LAST MONTH'S ACCOMPLISHMENTS

- Captain Kids Triathlon (9/8)
- Galveston Island Market (9/21, 10/19)
- Galveston Island Shrimp Festival (9/27-9/28)



UPCOMING PROJECTS

- EdFest For All (10/5)
- Bike Around The Bay (10/12-10/13)
- O'Connell Homecoming Parade & Snake Dance (10/17-10/18)
- Galveston Island Market (10/19)
- Toughest 10K (10/19)
- 22nd Annual ARToberFEST (10/19-10/20)
- Ball High Homecoming Parade (10/23)
- 38th Annual Island Oktoberfest (10/25-10/26)
- 8th Annual Daily News Press Run (10/26)
- Lone Star Rally (10/31-11/3)

PLANNING & DEVELOPMENT



LAST MONTH'S ACCOMPLISHMENTS

Planning & Development Division

- Hosted 7 pre-development meetings and 2 pre-construction meetings
- Hosted a training workshop for the ZBA
- Bruce Reinhart was honored for his service on the Planning Commission



Landmark Commission

- 19LC-051 (1919 Avenue L) Request for Certification as a participant in the Substantial Rehabilitation for Historic Properties Tax Exemption program.
- 19LC-055 (1402 Market/Avenue D) Request for Certification as a participant in the Substantial Rehabilitation for Historic Properties Tax Exemption program.
- 19LC-056 (1402 Market/Avenue D) Request for Verification as a participant in the Sub-

stantial Rehabilitation for Historic Properties Tax Exemption program.

- 19LC-058 (1616 Church / Avenue F) Request for a Certificate of Appropriateness for modifications to the exterior, including replacing the front door, front porch columns, and closing an existing door opening.
- 19LC-054 (2201 Market/Avenue D) Request for designation as a Galveston Landmark.
- 19LC-057 (Rosenberg/25th Street Esplanade from Avenue K to Benardo de Galvez/Avenue P) Request for a recommendation regarding a request for a Permanent License to Use the City of Galveston right-of-way for installation of vertical banners on street light poles.

Planning Commission

- 19P-038 (West Isle - Approximately 100.79 Acres Adjacent to Pointe West Subdivision) Request to amend Ordinance 18-011 regarding a Planned Unit Development Overlay District.
- 19P-034 (11743 FM 3005) Request for a Beachfront Construction Certificate/Dune Protection Permit in order to reconstruct a parking lot and access path to the beach.

- 19P-040 (21924 Kennedy) Request for a Beachfront Construction Certificate/Dune Protection Permit in order to construct a single-family residence, driveway, and dune walkover.
- 19P-049 (2201 Market/Avenue D) Request for designation as a Galveston Landmark.
- 19P-048 (Adjacent to 3327 Avenue P 1/2) Request for a License to Use in order to retain the placement of a garage in the city right-of-way.
- 19P-052 (Rosenberg/25th Street Esplanade from Avenue K to Benardo de Galvez/Avenue P) Request for a Permanent License to Use the City of Galveston right-of-way for installation of vertical banners on street light poles.
- 19P-050 (Lot 366 Section 1 Trimble and Lindsey) Request for a Final Plat in order to develop a 10-acre tract of land into 14 Single Family lots.
- 19P-047 (11128 San Luis Pass Road) Request for a Planned Unit Development (PUD) Overlay District to construct a new “Auto Service/Fueling or Charging Station” development.
- 19P-051 (4628 Avenue S) Request for a replat in order to increase the number of lots from 1 to 2

Zoning Board of Adjustment

- 19Z-010 (23002 Buena) Request for a variance from the Galveston Land Development Regulations, Article 3, District Yard, Lot and Setback requirements for front yard setbacks and from Article 3, Section 3.303 (A) Building line previously established, regarding front building line requirements in a Single Family (R-1) zoning district.

Planning Administration

- 19PA-043 Request to amend Chapter 23 – Nuisances of the Code of Ordinances of the city of Galveston to add Article VII Structures within the Strand Mechanic Historic District.

Beachfront Permits

- 19BF-060 (17602 Gleis) Request for a Beachfront Construction Certificate / Dune Protection Permit to construct a dune walkover extension.
- 19BF-061 (25730 Spotted Sandpiper Dr.) Request for a Beachfront Construction Certificate / Dune Protection Permit to construct a single-family home and driveway.
- 19BF-062 (11223 Bernice Dr.) Request for an after the fact Beachfront Construction Certificate / Dune Protection Permit to construct a wooden deck, generator Landing and stairs to be moved on opposite side of home.
- 19BF-063 (3819 Seabreeze Lane) Request for an after a Beachfront Construction Certificate / Dune Protection Permit to construct a single-family home, driveway and perimeter fence.



UPCOMING PROJECTS

- Continue staffing the Complete Count Committee
- AICP will attend the National Trust for Historic Preservation’s PastForward conference
- The 2019 Planning and Design Awards will be presented at City Council

POLICE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- September 13th: Distributed 20 backpacks and other school supplies to Burnett Elementary Students who were designated as “in need”.
- September 15th: Successfully planned for and provided security during the Equality March held at 23rd & Church.
- September 21st: Partnered with GCSO to combat gang activity in the Galveston area. 100+ stops conducted, 25 arrests made and 5 guns confiscated (2 confirmed stolen).
- September 27th: Participated in Cops & Clergy, hosted by Lighthouse Family Church.
- Met with representatives at Galveston College, O’Connell Prep and Galveston Ball to recruit youth for our Explorer Program.
-
- Stats for September:
- Calls for Service: 5,210
- Arrests: 370
- Citations: 776
-



UPCOMING PROJECTS

- October 1st: 2019 National Night Out
- October 9th: GPD Hosts Galveston University
- October 12th & 13th : Bike Around the Bay
- October 19th: Toughest 10K
- October 26th: Octoberfest
- October 31st – November 3rd: 2019 Lone Star Biker Rally Event

PUBLIC INFORMATION OFFICE



LAST MONTH'S ACCOMPLISHMENTS

- Informed the public about City events, outreach & campaigns via social media, press releases and videos
- Responded to more than 100 media requests in September, as well as department requests for outreach and requests for information from residents and visitors
- Produced employee spotlight, Waves of Information and other promotional videos
- Routinely updated website and managed city's social media sites and Channel 16
- Represented city in numerous public meetings
- Compiled City Manager's Report
- Assisted in hosting community meetings for the 25th Street construction meeting
- Began the Galveston University fall program, including weekly classes
- Prepared bid for video streaming services

Stats on Facebook: Gained 719 followers. Reached more than 250,000 people. Engaged more than 70,000 times with other users.

Press releases: All press releases can be found on our website galvestontx.gov under News Flash



UPCOMING PROJECTS

- Assist media and City departments with requests
- Continue updating website and social media
- Re-bid video streaming services
- Lone Star Rally
- Begin campaign to educate public on GPD crime reporting changes

LAST MONTH'S VIDEOS

Employee Spotlight

- [Retirement of Chief Wisko](#)

Pets of the week

- [Tippy, Oliver and Summer](#)
- [CoGo and Hepburn](#)
- [Lizzy and Rudolph](#)

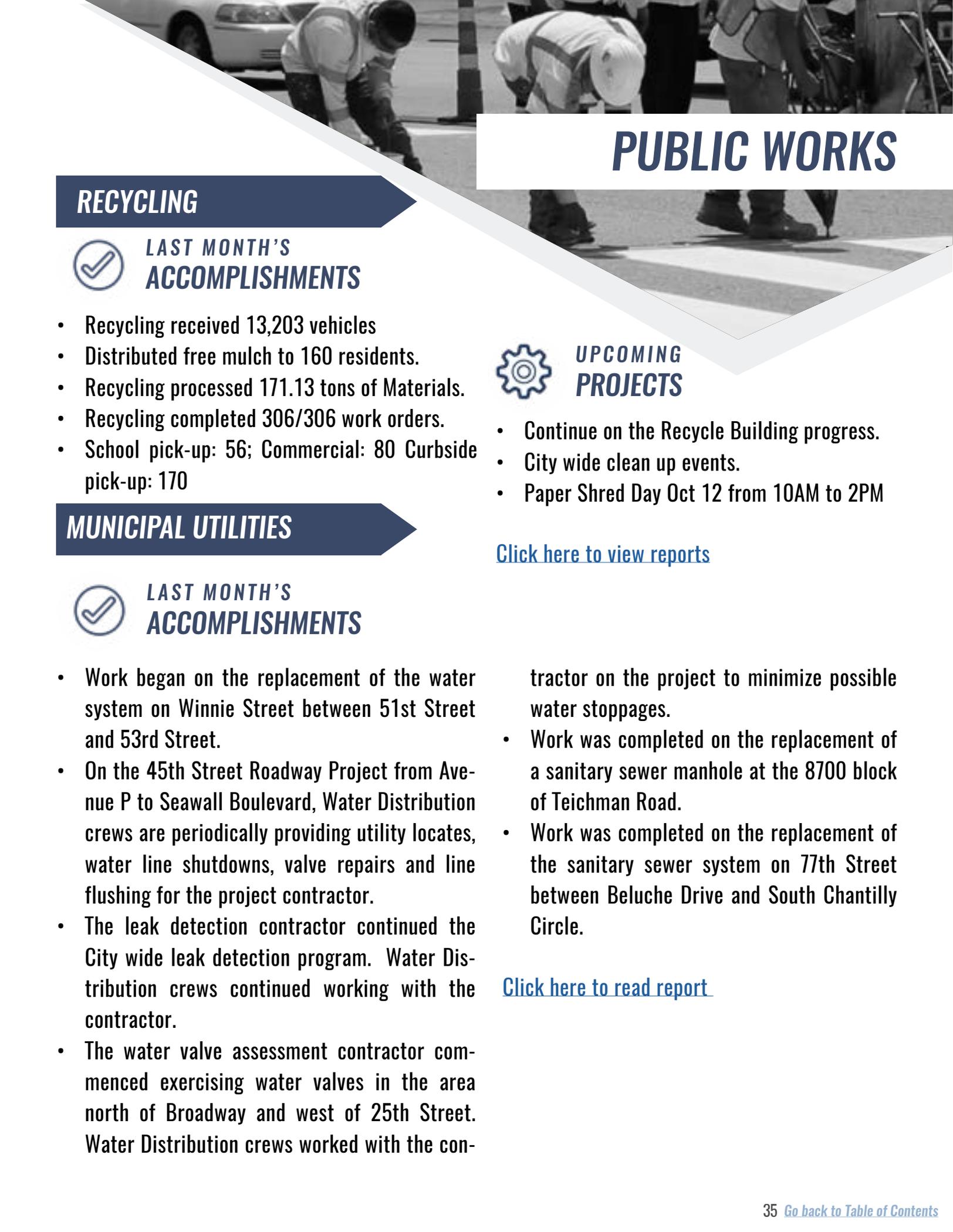
Waves of Information

- [September 9](#)
- [September 23](#)
- [September 30](#)

Special Features

- [Warrant Amnesty Program](#)
- [Warrant Amnesty \(Spanish\)](#)
- [Seawolf Park](#)





PUBLIC WORKS

RECYCLING



LAST MONTH'S ACCOMPLISHMENTS

- Recycling received 13,203 vehicles
- Distributed free mulch to 160 residents.
- Recycling processed 171.13 tons of Materials.
- Recycling completed 306/306 work orders.
- School pick-up: 56; Commercial: 80 Curbside pick-up: 170

MUNICIPAL UTILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Work began on the replacement of the water system on Winnie Street between 51st Street and 53rd Street.
- On the 45th Street Roadway Project from Avenue P to Seawall Boulevard, Water Distribution crews are periodically providing utility locates, water line shutdowns, valve repairs and line flushing for the project contractor.
- The leak detection contractor continued the City wide leak detection program. Water Distribution crews continued working with the contractor.
- The water valve assessment contractor commenced exercising water valves in the area north of Broadway and west of 25th Street. Water Distribution crews worked with the con-



UPCOMING PROJECTS

- Continue on the Recycle Building progress.
- City wide clean up events.
- Paper Shred Day Oct 12 from 10AM to 2PM

[Click here to view reports](#)

tractor on the project to minimize possible water stoppages.

- Work was completed on the replacement of a sanitary sewer manhole at the 8700 block of Teichman Road.
- Work was completed on the replacement of the sanitary sewer system on 77th Street between Beluche Drive and South Chantilly Circle.

[Click here to read report](#)

MUNICIPAL UTILITIES



UPCOMING PROJECTS

- On the 45th Street Roadway Project south of Avenue P, the Water Distribution crews will continue to provide utility locates, water line shutdowns and valve repairs for the project contractor.
- The leak detection contractor will continue working on the City wide leak detection program. Water Distribution crews will continue working with the contractor.
- The water valve assessment contractor will continue exercising water valves in the area north of Broadway. Water Distribution crews continue to work with the contractor on the project to minimize possible water stoppages.
- Work will done to replace a sanitary sewer manhole on 16th Street between Strand and Mechanic.
- Work will done to replace a sanitary sewer manhole on the 7800 block of IH 45.
- Work will commence on the replacement of the sanitary sewer system on Beaudelaire Circle.
- Work may commence on the replacement of the sanitary sewer system on Chantilly Circle.
- Work will commence on the replacement of the sanitary sewer system crossing 25th Street at the Postoffice - Church Street alley.
- Work will be completed on the replacement of the water system on Winnie Street between 51st Street and 53rd Street

SANITATION



LAST MONTH'S ACCOMPLISHMENTS

- Assisted Recycling with the beautification of the center.
- Completed 522 total request for service.
- Sanitation deposited 2,313.26 tons of debris (or 4,626,520 lbs) at the Transfer Station in September 2019.
- Made 461 trips to the Transfer Station in September



UPCOMING PROJECTS

- Fall City Wide Clean Up
- Continue with assisting Recycling with beautification of center.



VIEW REPORTS

[Click here to view report](#)

[Click here to view compliments](#)

STREETS & DRAINAGE



LAST MONTH'S ACCOMPLISHMENTS

- **Drainage:** Regular maintenance work continues to clean and inspect the storm sewer system. Staff is currently working along Stewart Road to maintain drainage ditches in and around the airport and ballfields as well as eliminate street flooding at 81st Street. Tropical Storm Imelda brought lots of rain and staff worked diligently before, during and after the storm to ensure the drains were clean and functioning.
- Staff installed 4 culverts for new residential permits.
- Staff responded to 67 blocked drainage reports.
- Staff cleaned 20,100 linear feet of curb and gutter.
- **Streets:** Staff continues to mill and overlay pavement throughout the City. City staff has received the 2019 Pavement Condition Assessment and has completed the review of the data. Staff is in process of revising the street pavement rehabilitation schedule based upon the new data. Routine operations continue with crack sealing of pavement which is a pavement preservation method, to utility cut repairs. Staff completed paving streets in Indian Beach, 16th Street from Broadway to Mechanic, and Gerol Drive, and is currently working on Winnie from 51st to 53rd.
- Staff repaired 24 utility cuts.
- Staff crack sealed 14,800 linear feet of pavement cracks.
- Staff repaired 44 pot holes.
- **Traffic:** Staff continues to work special events and provide street closures for various Temporary License to Use permits. Staff is continuing to perform routine functionality maintenance and repairs of traffic signal systems. TxDOT recently completed a maintenance program where various intersections on 61st, Harborside, and Broadway were updated with new traffic signal hardware. Work continues along Harborside with traffic signal updates by TxDOT.
- Staff replaced 80 street signs.
- Staff performed work for 2 special events.
- Staff conducted 24 lane closures.
- Staff worked 90 TLTUs.
- Staff repaired 8 street luminaires.
- Staff worked on 42 traffic signals.



UPCOMING PROJECTS

- Continue operations

SCHOLES AIRPORT



LAST MONTH'S ACCOMPLISHMENTS

- September 10th The Minimum Standards Updated Committee met and worked on updates to Article 4 and 8 of the current Minimum Standards.
- September 12th, City Council authorized the City Manager to sign the upcoming Airport Master Plan Update grant and the Routine Airport Maintenance Program (RAMP) grant. The Master Plan grant will cover 90% of the estimated \$225,000 cost of the Master Plan. The RAMP grant will reimburse the airport 50% of eligible airfield maintenance expenses up to \$50,000.
- Completed the exterior painting of Hangar 73 (LMCG Hangar). We are currently leasing individual hangar space to two tenants on short term leases as we continue to search for a long-term tenant to lease the hangar.
- Completed renovations to office space in Airport terminal, recently vacated by a long-term tenant. Renovations included painting the office and common areas, refinishing the floors and completing minor maintenance items. There are three offices still available to be leased. The lease rate includes all utilities paid and common areas. Tenant does not have to be aviation-related.
- All work on the North Apron has been completed with the exception of the pavement striping in this area. Crack sealing on Taxiway D, between Runways 14/32 and 18/36 have been completed. Work continues to progress on Taxiway E, between the two runways



VIEW REPORTS

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

SCHOLES AIRPORT



UPCOMING PROJECTS

- Renovations to the exterior Air Traffic Control Tower is expected to begin in October by J. W. Kelso. Work is expected to take approximately 60 days to complete.
- Repairs and upgrades to Hangar 73 will continue. Work includes replacing two exterior metal doors and painting the interior hangar bay and offices, replacing restroom fixtures and making repairs to the HVAC system.
- Biplane Fly-In for October has been postponed. We plan to combine the Galveston Island 150 Air Race with the fly-in which is currently scheduled for June 13, 2020.
- Airport Advisory Committee will meet to discuss multiple airport facility upgrades, current and planned capital improvement projects, the upcoming Airport Master Plan update and budget.
- Airport staff will be attending the Project Implementation meeting in Austin with TxDOT Aviation. This meeting will officially start both the Airport Master Plan Update and Runway 14/32 asphalt rehabilitation and North Apron joint seal projects.
- FEMA and Texas Emergency Management will be on site to conduct an Airfield Assessment. Both organizations will evaluate airport facilities to determine condition, availability of space for support aircraft and personnel, what equipment is currently available and what capacity tenants can provide during natural disaster evacuations and recovery.
- Seek Council approval of a resolution authorizing City Manager to sign the Runway 14/32 asphalt rehabilitation and North Apron joint seal project grant. Grant to cover 90% of the \$940,000 project.