



TO: Honorable Mayor and City Council Members

FROM: Kellis George, Director of Public Works

DATE: February 1, 2010

SUBJECT: Monthly Project Report – January 2010

Tanglebriar Circle – Staff sought quotes for concrete services to begin re-construction on Tanglebriar Circle. Total amount for the project was approved on the January 12th Council Meeting. The Department held an informational meeting on January 27th to inform the residents of the plans for the project and discuss any issues that might arise. Work will begin the first week of February.

City Hall Parking Lot – Public Works Department also sought three quotes for concrete services to re-build the existing parking lot at City Hall. Total amount for the project was approved on the January 26th Council Meeting. Work will begin the first week of February in conjunction with Tanglebriar Circle, and equipment rental costs will be shared for both projects.

Culvert Cleaning – The Department cleaned storm culverts at the following locations in January:

- 20 feet at 4303 43rd Street
- 20 feet at 4613 26th Street
- 20 feet at 4701 26th Street
- 16 feet at 4703 26th Street
- 16 feet at 4705 26th Street
- 30 feet at 444 Cemetery Road
- 54 feet at Holly Drive
- 34 feet at Nichols Avenue
- 124 feet at Thornwood Circle

The total distance of culvert cleaning for the month of January was 334 feet.

Culvert Installations – The Department installed culverts at the following address:

- 3827 Nichols Avenue
- 5129 39th Street
- Holly Drive

Pothole Repairs – Pothole patcher has continuously been out each week repairing potholes for the month of January.

Street Light Outages – Staff is continually working on identifying and tracking the progress of street light outages.

Departmental Safety Program – Public Works Department will continue to borrow DVD's from the TMLIRP Library to conduct safety meetings. Staff is also working on a Safety Manual and a Safety Incentive Program to encourage Public Works employees to follow all safety precautions when on the job. On January 21st, several department employees attended the Pipeline Group Contractor Excavation Meeting in Texas City.

Civic Services – The Public Works staff is continually working on handling all requests submitted on Civic Services.

Drainage Projects – Two major drainage projects were completed in the month of January. The Department dug approximately 650 ft along Cemetery Road and 1,350 ft along Nichols Avenue to complete resident requests. Staff will identify other problem areas and schedule work to be completed prior to Hurricane season.

Street Sweeping – Eighteen concrete subdivisions were identified within the City, and a list of all subdivisions has been posted on the Public Works page of the City's website. Street sweeping will begin from the eastern part of City to the western part of the City beginning on February 1st and will continue throughout the year. Due to the number of streets, it is anticipated that all subdivisions, as well as the main thoroughfares, will take the better part of one year. Hwy 3, FM 517 and Deats road will also be swept within this time period. Mileage of streets swept will be recorded to comply with our Storm Water Management Plan requirements.

Hurricane Ike CDBG Projects – The Public Works Director has been attending meetings with representatives of the City, WCID #1, Public Management, Inc., and HDR/Claunch & Miller concerning the Hurricane Ike CDBG Projects for Rounds 1 and 2.

Training Opportunities – Mr. George attended the Olson & Olson Annual Seminar in Stafford along with other City staff concerning a variety of different legal issues. Ms. Garcia attended the William King Cole Clinic sponsored by the Texas City Management Association.

Shell Pipeline Project – Mr. George attended a pre-construction meeting on the Shell pipeline project with Mr. Lee Darrow, Assistant Fire Marshall on January 20th.