



**TO: Honorable Mayor and City Council Members**

**FROM: Kellis George, Director of Public Works**

**DATE: July 1, 2010**

**SUBJECT: Monthly Project Report – June 2010**

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**Culvert Cleaning** – The Department cleaned storm culverts at the following locations in June for a total of 1,246 feet in culvert cleaning:

66 feet at the 4600 block of 40<sup>th</sup> Street  
438 feet at 24<sup>th</sup> & Ave F, G, H & I; 28<sup>th</sup> & Ave G; and 27<sup>th</sup> & Ave F, G  
224 feet at Renaldo  
60 feet at Dakota  
382 feet at 29<sup>th</sup> Street  
52 feet at 29<sup>th</sup> & Ave H  
24feet at 44<sup>th</sup> Street

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

3109 Avenue H  
4604 40th Street  
2115 Gill Road

**Pothole Repairs** – Pothole patching crews have been continuously out repairing potholes.

**Mowing** – The slope mower has been out every day each week mowing from the east part of the City to the west part for the month of June.

**Ditch Spraying** – Public Works has continued spraying outfall ditches around town to prepare for summer.

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

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

**Street Sweeping** – 18 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. Highway 3, FM 517, Deats Road, Oak Forest Edition, and Colonial Estates were completed in the month of June.

**Auction** – All items sold have been paid for and picked up.

**Owens Drive** – Ms. Johnston, Mr. George, and Ms. Garcia met with both residents on Winding Brook to discuss the scope of work of the project and the issue with the encroachment. Ellis surveying will be identifying how far the encroachments are in the easement in the beginning of July.

**Street Projects** – All geotechnical reports by Southwest Laboratories were given to both engineers for the street projects. HDR has finished with the drainage plans for 44<sup>th</sup> Street and Oakridge and the Public Works Department was able to begin drainage work on 44<sup>th</sup> Street. Staff also met with Pate Engineers to discuss the survey finding for Lover's Lane and our different options for the drainage easement and work needed to be done. Draft of traffic control guidelines for contractors to follow on Lover's Lane and Avenue J has also been created and submitted to Pate Engineers for review.

**Stormwater Management Plan** - Mr. George, Ms. Johnston, and Ms. Garcia met with the Community Development Department to discuss and share information about the meeting with TCEQ in May. We were able to get a better understanding of all the things we need to do to comply with our plan.

**Facility** – Carpet was installed in the 2 office spaces at the Public Works building. ADT will also be installing a security system in the building to better ensure employee safety.

**Meetings and Training** – Public Works staff attended a training session for the new software purchased for Community Development. The software will also help Public Works in keeping up with work orders and materials we have on our yard. On June 16<sup>th</sup> we attended a meeting with Pate Engineers, WCID #1 and Galveston County on the plans for Owens and to discuss any other issues needing attention on that project. On June 28<sup>th</sup> staff also attended the EOC meeting at the Police Department to begin getting prepared for this Hurricane Season.

**FY 2011 Budget** – Staff has continued to review the budget and has turned in all supplemental sheets for items needed.

**Drainage Ditch on 29<sup>th</sup> & California** – Public Works Director met with several contractors to get an estimate on clearing the ditch that runs through the Nicholstone

Subdivision. Ellis Surveying will be researching the area because it is still unsure whether an easement exists.

**Street Prioritization Program** – Public Works staff has begun updating the street prioritization program by updating traffic count numbers and road conditions.