



TO: Honorable Mayor and City Council Members

FROM: Kellis George, Director of Public Works

DATE: April 1, 2010

SUBJECT: Monthly Project Report – March 2010

Tanglebriar Circle – Curbs were poured and shoulders were dressed up at the beginning of March. Project is complete.

City Hall Parking Lot – Curbs were poured, shoulders were dressed up, and parking lot was stripped. Project was completed by the beginning of March.

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

- 44 feet at Palm Drive
- 48 feet at 5303 and 5305 Humble Camp
- 66 feet at Elm Drive
- 32 feet at 921 FM 517
- 156 feet at Oleander Drive
- 190 feet at 2900 block of 46th Street

The total distance of culvert cleaning for the month of March was 536 feet.

Pothole Repairs – Pothole patcher has been out for repairs for most of March. Crews have still been continuously out repairing potholes.

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 has submitted a draft of a Safety Manual to Ms. Julie Johnston for review. Ms. Garcia is working on corrections to the manual. On March 2nd two employees attended a Traffic Control class in Alvin; on March 3rd two other employees attended a slope mower safety class in Houston; on March 25th Mr. Kellis George and two other employees attended a Work Zone Safety Class put on by TML in Texas City. Eight employees attended the first defensive driving class at Garcia's Grill on March 31st.

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

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. On March 23rd, a sales representative from Heil of Texas came out and trained an employee to begin sweeping all concrete subdivisions. Cheyenne Subdivision and Briarglen Subdivision have been completed.

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. Kellis George attended a grammar seminar in Galveston on March 26th.

Auction – Public Works staff has begun collecting all information for the items to be placed in auction. It will once again be an online auction; however it will be through Public Surplus. Auction will be set from April 28th to May 12th.

Trash Bash – Several employees attended Trash Bash on March 27th and a total of 341 tires were collected.

Tire Recycling Program – The City received a replacement for the tire trailer at the end of February and Tire Recycling Program opened again the first Friday of March. A total of 10 tires were collected.

Owens Drive – Resident at 5210 Winding Brook notified us of a collapsed culvert along his property. There is a 10' utility easement along his fence, and Public Works Department is currently getting estimates for replacing the fence and putting up a temporary fence during the course of the project.

Red, White & Bayou – Public Works staff has been working with Police Department and City Administrator on the Traffic Control Plan for the event on May 15th.