



TO: Honorable Mayor and City Council Members
FROM: Kellis George, Director of Public Works
DATE: October 1, 2010
SUBJECT: Monthly Project Report – September 2010

Culvert Cleaning – The Department cleaned storm culverts at the following locations in September for a total of 740 feet in culvert cleaning:

230 feet West side of Camp Allen
140 feet Benson
302 feet North side of Pecan Street
68 feet Ave H at 28th Street and Sunset Drive

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

2922 Avenue G
4227 Scenic Drive
3607 Yupon

Pothole Repairs – A pothole patching crew has been continuously out repairing potholes. We have received several compliments on our patch crew in September consisting of Michael Balentine, Light Equipment Operator, and Mario Anzualda, Action Personnel.

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 September.

Ditch Spraying – Public Works has continued spraying outfall ditches around town.

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 – The second rotation for the year for street sweeping began in September. We have completed Deats Road and the following subdivisions:

- Cheyenne
- Briarglen
- Plantation Estates
- Fox Trace
- Oak Forest Addition
- Colonial Estates
- Oakland
- Bayou Chantilly
- Mariners Morning

Owens Drive – The City Attorney sent Mr. Wyatt and Mr. Humphries letters letting them know the City's thoughts and solution for the issue. We recommend Mr. Wyatt to accept to enter into a Consent to Encroachment with the City which will have to be approved by City Council on October 12th.

Street Projects – Ave J bids were received in mid September and Council awarded the bid to AAA Asphalt. A message via Connect CTY was sent in early September notifying residents in the area that the City will set up a meeting to answer any questions they might have on the project. The City had another meeting with residents on Lovers Lane to further discuss the drainage issues on the street. The City is asking for the residents to give 5 additional feet of easement to be able to better maintain the ditches. Residents had until September 30th to decide whether they were willing to give the City the additional drainage easement. A meeting with HDR Claunch & Miller was held on September 2nd. We discussed all the street projects and provided some feedback. We later reviewed the plans again and gave them final comments. Plans were finalized and they are now gathering signatures from all utility companies to submit the plans to the City. Staff also began to work on the bid document for Sunset, Oakridge, and 44th Street.

Storm Water Management Plan – Ms. Garcia attended a Water Quality Storm Water Seminar on September 23-24, which was held by TCEQ in Austin. She learned that they will begin to be stricter in Permit Years 4 and 5 and they will be looking for what we plan to do in the upcoming 5 years. She has begun working on the Annual Report for Permit Year 3, which is due in November.

Comprehensive Drainage Study – The City received a draft of the comprehensive drainage study in September. It has been reviewed and feedback was given to HDR Claunch & Miller. Corrections will be made and they will be ready to present to Council in October.

Round 2 CDBG – The deadline for submittal for Round 2 CDBG is October 1st. Public Works has been assisting with the gathering of information to submit the application.

Drainage Ditch on 29th & California – Council awarded the bid and approved the contract for the clearing of West Gum Bayou in September. We are waiting for the contractor to obtain the payment bond necessary to begin work.

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

Construction Equipment Rental – The City went out for bids for Construction Equipment Rental in September. Bids were awarded to R.B. Everett & Co and United Rentals Northwest, Inc. at the last Council Meeting in September. Contracts will be submitted for Approval on October 12th.

Hughes Road – City staff met with Mike Fitzgerald, Commissioner Holmes, Keith Morgan and the engineers on September 8th to discuss the Hughes Road project. Plans were close to being finalized, however the engineer and the County wanted some feedback before proceeding because there might not be enough funds available from the County to complete this project. We advised them to continue and bid out the project. Bids have been coming out lower than expected, however we are unsure of the outcome at this time.

Cherry Drive Bridge – Attended meeting with TX DOT and contractor that will be working on the reconstruction of the Cherry Drive Bridge on September 21st. The schedule for the project was discussed and work began on Monday, September 27th. A message via Connect CTY was sent out notifying residents in the area of this.

Incentive Program – The Public Works will begin its incentive program in October. Staff will have an objective each quarter and will give points to each employee that excels in achieving the objective. At the end of the quarter we will rank the top 3 employees and give them a prize and recognize their hard work at a quarterly luncheon.