

MEMORANDUM



DATE: March 1, 2004
TO: Electronic Distribution
FROM: Community Services Coordinator
RE: Activities of the Infrastructure Division

Introduction Thank you for your interest in activities of the Infrastructure Division at Harris County Flood Control District! This newsletter, sent to interested parties each quarter, describes the activities of the Infrastructure Division.

Infrastructure Calendar

January 29	Harris County Flood Control District received a 2004 Arbor Day Award from Trees for Houston.
February 9	Infrastructure staff gave presentations on various elements of the Vegetation Management program at the Texas Public Works Association annual conference.

News of Note

- Design of stormwater pollution minimization retrofits for the South Service Center is nearly complete, and construction is to begin in early spring.
- Renovations to the first floor of the Brookhollow Building have been planned, and are expected to begin in March.
- Phase I of the North Service Center continues and is scheduled for completion in early 2004. In early January, Inspectors in the Facilities Maintenance Program relocated their offices to the Service Center on North Main. Staff from the Service Center on North Main will be moving to the new North Service Center in stages in the coming months, as the North Service Center nears completion.
- The Division's tree planting program has been the subject of two positive newspaper articles in the Houston Chronicle. One article highlighted a planting by volunteers in a detention basin of Cypress Creek. The other described the District's tree nursery program.
- Preparations are underway for the annual desnag of Buffalo Bayou by the in-house Maintenance Construction Group, which is scheduled to begin the operation this month.

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Activities of the Infrastructure Division, Continued

Building Management

- An electrical contractor has been adding and modifying receptacles throughout the building.
 - A comprehensive study of the ventilation system for the Brookhollow Building is in progress. Additionally, improvements are being made to various air conditioning units. Building occupants should be noticing improvements to temperature regulation as a result of modifications.
 - In February, the Harris County Engineering Permits staff will move from the first floor of the Brookhollow Building to 10,000 Northwest Freeway, which is the next building along the frontage road. These moves will allow the District to occupy necessary space within the Brookhollow Building.
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Mechanical/ Electrical

ME monitors and maintains mechanical and electrical structures of the District, including cathodic protection devices, flap gates, and the gated structure at Seabrook. Status of the following projects are as noted:

- Cathodic protection repairs of the sheetpile walls on W100-00-00 (Buffalo Bayou at Sesquicentennial Park) have been completed.
 - Replacement of depleted sacrificial anodes at A119-09-00 (Turkey Creek) is complete.
 - Corrosion repair of the gated structure at A200-00-00 (Seabrook) was completed.
 - Replacement of groundbed at rectifier #1 at D139-00-00 was completed. Replacement of groundbed at rectifier #8 is being planned.
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Activities of the Infrastructure Division, Continued

Citizen Service Center

The Citizen Service Center handles calls related to Infrastructure and Property Management. From October through December, the Center logged 1170 calls (annual total: 8403), made 937 follow-up calls, generated 408 service requests, and closed or updated 1017 service requests. Service request categorization from October through December is as follows:

Type of Service Request	Oct.	Nov.	Dec.	2003 Total
Redig	13	17	5	154
Gate	3	1	3	27
Desilt	7	10	4	145
Manhole Cover/Ring	3	1	0	30
Sinkhole	5	7	4	58
Environmental	5	1	1	20
Mow	19	6	0	201
Herbicide	0	0	0	5
Clear Vegetation	6	7	5	109
Debris Removal	32	31	24	424
Slope Failure	1	5	1	35
Signs	5	2	6	100
Tree Removal	30	12	19	248
Dead Animal	5	1	0	29
Other	0	0	0	22
R.O.W. Access	20	14	3	152
Erosion	10	17	18	197
Backslope Drain	3	3	2	34
Silt Bar	0	1	0	2
Inlet	1	0	2	11
Dumping	2	0	2	8
Pruning	0	1	0	9
Tree Planting	2	0	0	5

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Activities of the Infrastructure Division, Continued

Asset Management

In addition to responding to Service Requests and related tasks, Property Managers have worked on the following projects in the past month:

- Developing a long-term maintenance repair program for the Maintenance Engineering Department. FY 2005 and most of FY 2006 projects have been identified, and additional projects are being prioritized.
- Coordinating with the Facilities Maintenance Department to identify and prioritize selective clearing projects.
- “Outfield” GIS Data Collectors have collected data (i.e., existing channel features, outfalls, other infrastructure) in the Greens, Vince, and Sims Bayou watersheds, and have begun collection in the Addicks Reservoir Watershed. This information will be used to develop property management plans for the District’s infrastructure.

Multi-Use

The Property Management Department actively seeks partners to develop multi-use opportunities for District property that benefit the community. These partnerships also have the potential to reduce District maintenance responsibilities and related costs.

Type of Agreement	Total # of Active Agreements	# of Agreements Executed Oct.-Dec.	# of Pending Agreements
Adopt-a-Lot	17	3	7
Landscaping Maintenance	40	1	14
Encroachment	105	3	8
Grazing	6	0	0
Hike and Bike	19	0	5
Public Recreation Area	12	0	3
Channel Mowing	12	0	2
Other Leases	14	0	2

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Activities of the Infrastructure Division, Continued

Contract Management ME prepares bid packages and monitors contracts for maintenance-related (non-CIP) repairs. Contracts may encompass either single projects or multiple, smaller projects that have been batched together to create a contract that is attractive to bidders.

Contract Management: The following projects are being designed:
Projects in Design

Channel	Channel Name	Description
A119-07-00	Tributary of Turkey Creek	Slope repairs
A120-05-00	Tributary of Beamer Ditch	Conveyance improvements
D100-00-00	Brays Bayou	Federal Maintenance General Repair Project
E101-10-00	Tributary of Little White Oak Bayou	Conversion to storm sewer
E115-00-00	Brickhouse Gully	Preliminary Engineering Study
E116-00-00	Tributary of White Oak Bayou	Slope erosion repairs
N100-00-00	Carpenters Bayou	Slope Repairs at Channelwood Park
P100-00-00	Greens Bayou	Erosion repair
P137-00-00	Tributary of Greens Bayou	Desilt and sinkhole repair
T101-00-00	Mason Creek	Channel restoration
U101-05-00	Tributary of South Mayde Creek	Channel restoration
U101-06-00	Tributary of South Mayde Creek	Channel restoration
U101-07-00	Tributary of South Mayde Creek	Preliminary Engineering Study

* Denotes new project this quarter.
(MCG) denotes project for Maintenance Construction Group, the District's in-house construction group.

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Activities of the Infrastructure Division, Continued

Contract Management: Bid Packages The following packages have been prepared for bidding and sent to Commissioners Court for approval to bid:

Project I.D.	Pct.	Channel Name	Description
P110-00-00	2	Spring Gully	Channel rehabilitation

Contract Management: Contract Oversight The following contracts, previously awarded, are in progress:

Project I.D.	Pct.	Start Date	Active section
Z100-00-00-X065	1,2 & 4	12/15/03	• Channel Repairs on E100-00-00
Z100-00-00-X068	4	10/20/03	• Outfall pipe replacement on K142-05-00 • Channel restoration on K142-07-00 • Slope erosion repair on P152-00-00
Z100-00-00-X071	4	-	Awarded 1/13/04
D139-04-01-X001	1	-	Awarded 1/27/04
E101-10-00-X001	1	-	Awarded 1/13/04
F101-03-00-X001	2	-	Awarded 2/3/04
F103-00-00-X002	2	-	Awarded 1/13/04
K165-00-00-X004	4	10/30/03	• Channel Restoration
K167-00-00-X001	3	11/17/03	• Channel Restoration
T101-09-00-X001	3	2/10/04	• Channel Restoration
E100-00-00 I100-00-00 I101-00-00	1-4		Federal Maintenance General Repair Project – construction underway: White Oak Bayou, Vince Bayou, Little Vince Bayou

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Activities of the Infrastructure Division, Continued

**Contract Management:
Completed Contracts**

The following contracts have been completed in the past month:

Project I.D.	Pct.	Project Description	Start Date	Substan. Complete
Z100-00-00-X049	1-4	Countywide Repairs	07/01/02	12/20/03
Z100-00-00-X051	1-4	Countywide Desilts	10/28/02	1/9/04
Z100-00-00-X066	1 & 4	General Repairs in North Harris County	6/23/03	12/1/03
Z100-00-00-X067	4	General repairs in Northwest Harris County	09/08/03	1/6/04
G103-24-04-X002	4	Erosion Repairs	09/02/03	12/14/2003

Maintenance Construction Group

The Maintenance Construction Group (MCG) handles small repairs. These repairs typically take no more than three days to complete. In the past month, MCG has completed the following:

Channel	Channel Name	Activity
H100-00-00	Hunting Bayou	Collapsed and repaired sinkholes
K600-01-00	Cypress Creek Structure	Repaired sinkholes
G143-03-00	Tributary of the Ship Channel	Desilt Channel
E121-00-00	Vogel Creek	Repaired cellular confinement structure by adding gravel and topsoil
P130-09-00	Tributary of Garners Bayou	Desilt Channel
Various	--	Miscellaneous activities: installed 28 curb and sidewalk replacements at recently demolished properties and 10 "No Trespassing" signs

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Activities of the Infrastructure Division, Continued

Turf Establishment Turf Establishment provides protection from erosion by quickly establishing grass on channels that do not have suitable cover. Frequently, this establishment is on channels that have recently been repaired or built.

Senior Inspector Donna Schultz reports that contractors worked on the following sites in November:

Unit	Name	Location	Activity
G103-08-01	Tributary of San Jacinto River	At Mills Branch	Dry Application
G103-24-04	Tributary of Rogers Gully	At Lake Houston Parkway	Dry Application
G103-24-04	Tributary of Rogers Gully	At Pine Cup	Overseeding
K111-07-00	Tributary of Turkey/Winding Creek		Dry Application
K133-00-00	Dry Gully	At Louetta	Hydroseeding
T101-00-00	Mason Creek	At Katy Hockley Cutoff	Hydroseeding
U101-03-01	Tributary of South Mayde Creek	At Misty Cove	Dry Application

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February 8, 2004 Volunteer Tree Planting at D519-01-00

Activities of the Infrastructure Division, Continued

Mowing Contracts

Vegetation cutting, also known as mowing, typically occurs in three cycles. Each cycle lasts approximately 40-45 calendar days. Each mowing sector is mowed once from start to end during each cycle. Starting dates may vary by about two weeks, and may be adjusted based on growth. The third cycle was completed on November 24.

Cycle	Description
1	Typically begins on May 1
2	Typically begins July 15
3	Typically begins September 15

Buyout Mowing

Contract crews under the direction of Chief Inspector Ronnie Ponder completed the regular buyout mowing season. Buyout lots are mowed once each month for eight months during the growing season. Regular mowing will resume in April 2004.

Herbicide

- Herbicide applications, other than those related to tree maintenance, will resume in February, when licensed Service Center crews will begin backpack application of broadleaf vegetation such as ragweed.
- In the past year, the number of licensed herbicide applicators among field employees has gone from 11 to 19 in an effort to ensure the quality of herbicide application.

Wildflowers

Wildflower planting was completed in October on the following sites:

Unit	Name	Location	Acres
C100-00-00	Sims Bayou	From Broadway to Telephone	18.92
E100-00-00	White Oak Bayou	Various, including from 1300' downstream of 610 to Ella Blvd.	19
T101-07-00	Tributary of Mason Creek	From Mason Rd. to W. Greens Rd.	9.25

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Activities of the Infrastructure Division, Continued

Selective Clearing

- Contracted Selective Clearing is in progress on the lower ends of Greens Bayou (P100-00-00) and Halls Bayou (P118-00-00).
- Service Center crews will be conducting de-snag operations, removing downed limbs and trees from the waterway, along Cypress Creek (K100-00-00) and Carpenters Bayou (N100-00-00).
- Selective clearing crews have completed projects along Rolling Fork (E125-00-00) and the basins adjacent to the levee on Cypress Creek (K600-01-00).
- Selective clearing projects planned within the next few months include:

Channel	Name	Location
A104-00-00	Taylor Creek	From McCabe Rd. to Shore Acres
A115-00-00	Tributary of Clear Creek	Entire Channel
A125-00-00	Tributary of Clear Creek	From A100-00-00 (Clear Creek) to Beltway 8
C106-03-00	Tributary of Berry Bayou	Forest Oaks Drive to downstream end
C123-00-00	Tributary of Sims Bayou	From C100-00-00 (Sims Bayou) to South Acres
G103-38-00	Tributary of the San Jacinto River	Oak Channel to downstream end
K120-00-00	Lemm Gully	From North Hill Estates subdivision to K100-00-00 (Cypress Creek)
K124-00-00	Seals Gully	From Spring Cypress to Louetta
P118-05-00	Kennedy Gully	Woodlyn to downstream end
P118-14-02	Tributary of Halls Bayou	Entire Channel
P138-03-00	Tributary of Greens Bayou	Rockshire Rd. to Gault Rd.
U120-00-00	Dinner Creek	At U100-00-00 (Langham Creek)
U121-00-00	Tributary of Langham Creek	From the upstream end to confluence
U101-20-00	Tributary of South Mayde Creek	Barker-Cypress to Greenhouse Rd.

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Activities of the Infrastructure Division, Continued

Channel Clean-ups

Each Wednesday, a crew of probationers cleans up litter on targeted channels. Please let us know if you have a site to recommend for next month's clean-ups. February sites:

Date	Channel	Name	Location
February 4	C100-00-00 C118-00-00	Sims Bayou and Tributary	At Whiteheather At Calhoun
February 11	P145-00-00 P145-03-00		At Rushcreek At Bray Mark
February 18	D500-06-00	Detention Basin of Brays Bayou	Arthur Storey Park
February 25	H100-00-00 H110-00-00	Hunting Bayou and Tributary	At Lockwood At Cavalcade

Tree Maintenance

A trained Service Center crew continues to manage new District tree planting sites. Maintenance activities should be complete the first week of December.

Tree Planting Preparations

- The District has agreed to purchase 25,000 tree seedlings from the Texas Forest Service as part of a regional initiative by the Houston Green Coalition. These trees, all native species, are scheduled to be delivered in early January, and will be potted by staff and volunteers by January 17.
- Site preparations continue at the South Service Center tree grow out center.
- Using a combination of a well-developed Geographic Information System (GIS) analysis combined with old-fashioned legwork, over 1000 acres of potential tree planting sites have been identified. These sites are being screened further and prioritized based on the District's tree planting site specifications.
- This year, in addition to continued planting in already identified detention basins, the District will be planting along several channels as part of its maintenance program. While some sites will be planted by District staff alone, volunteers will be sought to assist with the following plantings:

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Activities of the Infrastructure Division, Continued

Tree Planting Preparations (continued)

Date	Location
February 8, 2004	Tree Potting at the South Service Center
February 8, 2004	D519-01-00 (Detention Basin of Brays Bayou) This Sunday planting corresponds with <i>Tu B'Shvat</i> , or Jewish Arbor Day.
February 21, 2004	U202-01-00 (Bypass of Bear Creek)
February 28, 2004	K100-00-00 (Cypress Creek) at Jones Rd.
March 13, 2004	U101-18-00 (tributary of South Mayde Creek)
March 13, 2004	E500-04-00 (Detention Basin of White Oak Bayou)
March 27, 2004	K500-05-00 (Detention Basin of Cypress Creek)

Note: Interested in volunteering? Please contact Rachel Decker at 713-316-4815 for more information.

Development Coordination and Inspection

In October, the Property Management Department became responsible for inspecting and coordinating development activities that impact the Flood Control infrastructure. Two field inspectors were hired in January to join the three experienced District employees already active in the program. Since October, the section has been monitoring 72 project sites, including channels, basins, outfalls, bridges, utilities, and trails. The section is also working with the County's Central Technology Center to develop a networked program to coordinate the section's activities with other County departments.
