



City Manager's Friday Morning Memo

November 16, 2018

Administration

- **Holiday Closures:** The holiday season is upon us! Thanksgiving is Thursday, November 22nd. City Hall will close early (11:30am) on Wednesday, November 21st and will be closed on Thursday, November 22nd and Friday, November 23rd in observance of the holiday. Nassau Bay will resume normal business hours on Monday, November 26th. Have a great Thanksgiving!
- **Toys for Tots:** The City of Nassau Bay is an official USMC Toys for Tots collection site. All toys collected in Nassau Bay will be redistributed to needy children throughout our area. Share some love this holiday season by bringing a new, unwrapped gift to City Hall, 1800 Space Park Drive, Suite 200.
- **Holiday in the Park:** Please join us for the Annual Holiday in the Park event hosted by the Nassau Bay Special Events Committee on December 8th, from 2:00pm to 4:00pm at Howard Ward Park. Meet Santa, play in the snow, ride a tube down the snow slide, sing carols and much more. In addition, our very own Nassau Bay Nauticats will be at the event selling beautiful poinsettias as a fundraiser for the scholarship fund. Unwrapped gifts for the Toys for Tots toy drive will accepted at the holiday event.



Public Works

- Water Plant Operations: No problems reported.
- Public Works staff completed meter reading for Utility Billing.
- The Street crew cleaned filters at the Courtyard Marriott fountain as part of monthly routine maintenance.
- Waste Water Operations: No problems reported.
- The department completed the installation of the LED palm tree lights at David Braun Park.
- Storm Water Pump Station "A" Upper Bay: Still waiting on parts (VFD).
- Storm Water Catch Basins: All storm water catch basins were cleared of trash and debris.
- The Street crew replaced/repaired several lights that were burnt out or non-operational.



- Canoe Ramp Build at David Braun Park: Crews were unable to work on the canoe ramp this week but will continue next week.
- Public Works installed a “Children at Play” sign at Howard Ward Park.
- The Parks crew is currently quality checking all the Christmas displays/lights. The department is preparing to install displays after Thanksgiving.

Police Department

- The Nassau Bay Police Department welcomes Police Chief Tim Cromie to the Department. Chief Cromie’s first day with the department was Tuesday, November 13th.
- All Nassau Bay Police Officers successfully completed the yearly firearms qualifications.

City Calendar

- **City Hall Closed in Observance of Thanksgiving** ~ November 21 at 11:30 AM, November 22 and November 23
- **Coffee with the City Manager** ~ November 30, 9:00 AM @ Texas Citizens Bank
- **Holiday in the Park** ~ December 8, 2:00 PM @ Howard Ward Park
- **Clear Lake Boat Parade** ~ December 8, 6:00 PM @ Nassau Bay Lagoon
- **City Council Meeting** ~ December 10, 7:00 PM @ Nassau Bay City Hall