



CITY MANAGER'S FRIDAY MORNING MEMO

APRIL 3, 2020

ADMINISTRATION

- **Nassau Bay Celebrates 50 Years:** Yesterday (April 2nd) fifty years ago, Nassau Bay became a City. We wish our citizens a safe and healthy HAPPY 50TH ANNIVERSARY. We hope to celebrate with you on our new scheduled date of August 22, 2020. Be sure to check out our social media pages and the City's website for more information on the [50th Anniversary](#) celebration activities!



- **Stay Home Work Safe Order Extended:** Harris County's Stay Home – Work Safe Order has been extended through April 30, 2020 at 11:59pm. As we prioritize the health and safety of our residents, City Administrative Offices will also be closed until April 30th. Essential City staff continue daily required operations. We continue to appreciate the support of our Nassau Bay community in complying with this order.
- **Mayor Denman Issues Restaurant Challenge:** We want YOU to eat in Nassau Bay! Mayor Mark Denman has issued a challenge to our Nassau Bay residents to eat local in Nassau Bay — Let's see who can patronize our Nassau Bay restaurants the MOST during this "Stay Home - Work Safe" order. Let's continue to support our Nassau Bay community! There are TWO contests, both with GREAT prizes. You can win by:



- (1) Spending the most dollars at our local Nassau Bay restaurants
- (2) Having the most receipts from the most Nassau Bay restaurants (the minimum for each receipt to qualify for the contest is \$20)

The contest runs from April 1st to April 30th. The full prize rules and prize information can be found at www.nassaubay.com/RestaurantChallenge.



- **Census 2020:** Are you looking for FUN social distancing activities??? Start by completing your census online TODAY! In addition to counting Nassau Bay's population and households, Census data provides the basis for reapportioning congressional seats, redistricting and distributing more than \$675 billion in federal funds annually to support states, counties and local communities' vital programs. Fill yours out at: my2020census.gov or by calling 844-330-2020.
- **Your Input Matters - Fixing Our Infrastructure:** The City of Nassau Bay needs your input on stormwater and sanitary sewer issues you have experienced since Hurricane Harvey in 2017. As we move into the FY2021 budget planning cycle, we would like to know your experiences with street flooding and sanitary sewer backups in your home. This information will assist us in identifying areas unknown to staff and will be used to develop an action plan. The survey is less than 10 questions and should only take a few minutes. Your input will help make a difference. To complete the survey visit our website at www.nassaubay.com/sewersurvey.

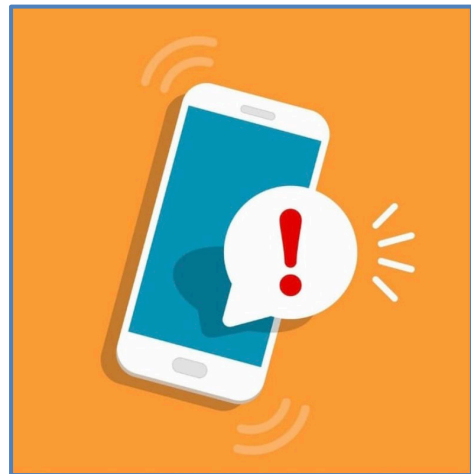


CITY SECRETARY

- April 13, 2020 City Council Meeting: Due to COVID-19, the April 13th City Council meeting of the City of Nassau Bay will be held via teleconference. A temporary suspension of the Open Meetings Act now allows for telephone or videoconference public meetings. In compliance with the recommendations of the CDC and other governmental agencies, members of the public will be encouraged to view the video stream of the meeting online.

If you wish to speak before the City Council for the April 13th meeting, please complete the following form: [Public Request to Speak to City Council](#). Members of the public who wish to submit their written comments on a listed agenda item must submit their comments by either completing the [Public Request Form](#), emailing City Secretary Sandra Ham at sandra.ham@nassaubay.com, or calling 281-336-6281 for staff assistance. Comments must be received before 1:00 p.m., Monday, April 13, 2020.

Please visit www.nassaubay.com/CityCouncil for more information on submitting public comments to Council and for instructions on viewing the online meeting.





PUBLIC WORKS

- The City of Nassau Bay's Animal Shelter has temporarily suspended animal adoptions as a safety precaution for the Public Works Department. Adoptions will commence once the Stay Home – Work Safe Order has been lifted. Nassau Bay's Animal Control Officer will continue all other day to day operations at the shelter to ensure the health and wellbeing of all animals currently housed there.
- The Public Works office is closed to the public until further notice. Please call 281-333-2944 with any Public Works concerns.
- Coronavirus and Public Works: Crews continue to commit to daily maintenance of City operations while practicing safe distancing from contractors and residents. Additional steps have been taken to ensure a safe working environment for the employees.
- A separation wall was constructed and placed between the Police Department and the rest of City Hall to further help flatten the curve of COVID-19.
- City Parks Closures: Due to the Harris County Stay Home / Work Stay order, the City closed all parks to include the playground equipment, basketball courts, and tennis courts. The playground equipment has been wrapped and secured in construction orange fencing. All benches and water fountains have been wrapped in caution tape and water fountains have trash bags placed over the unit.
- NASA Parkway Palm Tree Down: During the recent heavy winds a palm tree fell at the median in front of Methodist Hospital. The tree center was alive, but the outer shell was dead and could not support the tree canopy weight.
- David Braun Park: Crews completed painting the 10 MPH road markings on Park road and parking space lines.
- David Braun Park Playground Equipment: All playground equipment has been properly disinfected. Although the playground equipment is off limits and wrapped with fencing, staff took further measures to provide additional safety for the children.
- Howard Ward Park playground equipment was property disinfected.
- Swan Lagoon Park playground equipment was properly disinfected.
- Weekly maintenance performed at the Saturn Fountains.
- Storm water pump station weekly checks were completed.
- Water Operations: No problems reported. Normal operations.
- Wastewater Plant Operations: No problems reported. Normal operations.
- Street and stop signs are currently being cleaned of dirt and mildew.

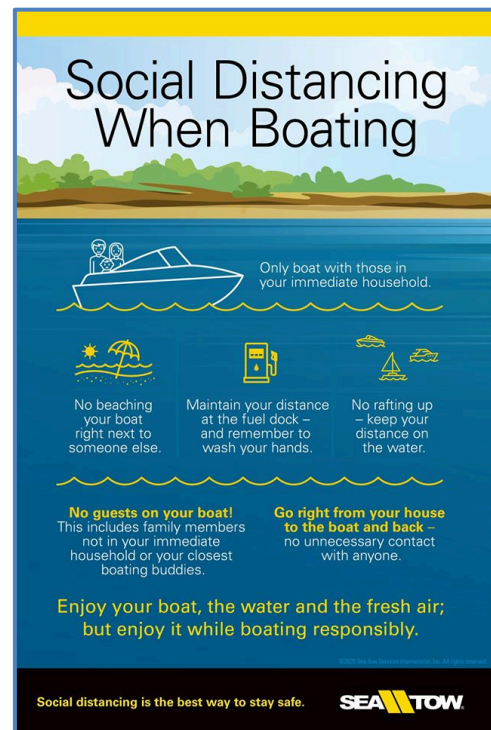




- The palm tree electrical lighting boxes are currently being replaced along Park road at David Braun Park and the boardwalk palm tree lights.
- A “No Access” street sign was installed at the end of Harbour / Grenada Drive to the peninsula access road. The sign was installed to prevent vehicles parking on the grass and causing ruts.
- Maintenance of the plants and bushes in the medians is in progress.
- Irrigation repairs were completed along Point Lookout Drive. The repairs included installation of a new line.
- Monthly maintenance at the peninsula completed.
- Tree Trimming: Crews continue to trim trees around the City between projects.

POLICE DEPARTMENT

- NBPD Weekly Statistics: 64 calls for service, 1 citations / warnings, 0 arrests. Once again, working together, the Nassau Bay community has continued to keep the NBPD’s service calls below the Department’s weekly average, helping to minimize and reduce the person to person contacts with the officers. Thank you, Nassau Bay!
- Please remember the Stay Home – Work Safe Order still applies to water activities. While on the water, please relax, but also follow the social distancing rules. Here is a great chart explaining the proper ways to enjoy the water during this time.
- Officer Perry Henderson has completed the Field Training Program as a new officer. Because of his previous law enforcement experience and knowledge of the Department’s reporting systems, he was able to successfully complete this program early. Officer Henderson has been assigned to the night shift.



EMERGENCY MANAGEMENT

- Emergency Management Coordinator Dena Mahan continues to stay engaged with the region’s COVID-19 response. She is providing regular reports to the City Manager with information from Harris County, Galveston County, the Texas Department of State Health Services, and the Texas Division of Emergency Management.



- Emergency Management Coordinator Mahan is currently working with FEMA and the Texas Division of Emergency Management on reimbursements for completed Hurricane Harvey projects.
- Emergency Management Coordinator Mahan participated in the Public Assistance Applicant's Briefing with the Texas Division of Emergency Management for the COVID-19 major disaster declaration. The City of Nassau Bay submitted a Request for Public Assistance for this incident should there be expenses that could be partially reimbursed by FEMA.

HUMAN RESOURCES

- In an effort to social distance, the Administrative Staff are participating in daily virtual conference calls from their offices and homes. The health and safety of our staff and community is our number one priority. We will continue to serve our citizens the best we can as we do our part to flatten the curve. We are overwhelmed with the support and strength this community has shown to our staff and neighbors - thank you! We will get through this together!



CITY CALENDAR

- **City Council Meeting** ~ Monday, April 13, 7:00 PM @ Virtual Meeting